



TO: Columbia River Gorge Commission
FROM: Krystyna U. Wolniakowski, Executive Director
DATE: August 13, 2019
SUBJECT: **Action Item:** 2019-2021 Agency Budget and Expenditure Plan

Background: On June 30, 2019, the Oregon and Washington Legislatures approved the final two-year budget for the Columbia River Gorge Commission. The total for the two-state budget for 2019-2021 is \$ 2,320,612. Below is the breakdown for each state for the biennium:

Washington:

FY 20 - \$ 567,000

FY 21 - \$ 593,000

Total: \$1,160,000

Includes WA Commissioners fund: \$32,000

WA Joint Expenses: \$1,128,000

Oregon

FY 20 - \$ 551,000

FY 21 - \$ 577,000

Total: \$1,128,000

In addition - OR Commissioners Fund: \$32,612

OR Joint Expenses: \$1,128,000

Total Biennium Operating Budget: \$2,256,000

Total Commissioners Funds: \$64,612

Additional Resources to be received in the biennium:

- Up to \$9,567 in donations for Underwood Conservation District to assist with landowner outreach and stewardship planning in Klickitat County.
- \$212,500 is in the Washington budget under the WA OCIO IT Pool and is earmarked for our agency if we submit a successful work plan and if the Oregon legislature will match the funding in February 2020.
- U.S. Forest Service archeologist, to assist the Commission in meeting their obligations for cultural resources.

Proposed Expenditure Plan for 2019-2021 Biennium: The WA Department of Enterprise Services assists the Commission in preparing “allotments” for the funding received to divide the funds for personnel, operating costs/goods and services, contractual services, travel and capital outlay.

Personnel Salaries and Benefits for 7 FTE:

FY20 - \$ 870,978

FY21 - \$ 865,275

1 FTE Executive Director

1 FTE Senior Planner

1 FTE Land Use Planner

1 FTE VSI Land Use Planner (new)

.5 FTE GIS Manager

.5 FTE Land Use Planner

1 FTE Legal Counsel

1 FTE Administrative/Budget Analyst

Goods and Other Services:

FY20 - \$ 187,732

FY21 - \$ 190,336

Professional Service Contracts:

FY20 - \$ 20,538

FY21 - \$ 58,904

Travel:

FY18 - \$ 16,118

FY19 - \$16,119

Capital Outlay:

FY18 - \$ 6,634

FY19 - \$ 23,366

Staff Recommendation: The current budget for the 2019-2021 biennium will support 7 FTE. In addition, we will receive funding for an additional FTE for Klickitat County planning. The personnel costs include annual pay adjustments for the staff. We will need to upgrade our computers during the biennium and those costs are built in. Many of the good and other services are fixed costs such as rent, equipment leases, supplies etc. We have some flexibility in allocating funds for travel costs. Finally, contractual services are also flexible but there is very little funding to contract for services to complete the revisions for the “Gorge 2020” Management Plan.

We recommend that the Commission adopt the budget as presented, with the knowledge that some adjustments may be needed as the biennium progresses. The 2019-2021 Draft Workplan describes the tasks to be completed in this biennium with the funding provided.

Our budget needs are greater than our current budget, so we will continue to search for other external funding opportunities and partnerships.