



METRO

Date: Sept. 23, 1997

To: Smith and Bybee Lakes Management Co.

From: Emily Roth, ^{Chief} Wildlife Area Manager

RE: Budget for FY 1998-99

It is budget time again. The preliminary budget request for Smith and Bybee Lakes is due Monday, Sept. 29, 1997. I have listed the tentative large budget items below. I do not have a cost for each item yet. Also, not every item on the list will necessarily be funded for the 1998-1999 fiscal year.

It is not too late to have input, but it needs to happen very soon. Please review the list, make additions, subtractions and comments. Also, give me a call if you want to discuss any of the items in further detail. I also feel that the budget sub-committee should reconvene ASAP.

Large Budget Items (education is not included yet)

- 10 acres of ash/willow restoration-trial area after the dam is removed \$5,000
- 6 months (.5 FTE) seasonal position \$8,575
- Turtle monitoring project
- Parking lot improvements
- Boat ramp \$20,000
- 40-mile Loop construction and maintenance
- Management plan update \$10,000
- Master plan
- Continuation of intergovernmental agreement with BES \$10,000

As we have been discussing, some of the items may be funded through grants or outside agencies.

REGIONAL PARKS AND GREENSPACES SMITH BYBEE LAKES TRUST FUND 761

ACCT #		411000						411000		411100		411200	
		Actual FY 80-91	Actual FY 91-92	Actual FY 92-93	Actual FY 93-94	Actual FY 94-95	Actual FY 95-96	Actual FY 96-97	ADOPTED FTE FY 96-97	TOTAL FTE FY 97-98	O & M FTE FY 97-98	ED & OUTREACH FTE FY 97-98	
526440	Delivery Svs.	0	13	50	55	20	54		100	50	50	0	
526500	Travel	0	640	729	317	556	160	130	850	750	750	0	
526510	Mileage Reimbursement	0	0	22	88	98	52	54	170	150	0	150	
526700	Temp. Help Services	0	100	0	0	0		170	0	0	0	0	
526691	Parking Contract								0	780	780	0	
526800	Training/Tuition/Conference	30	291	586	260	130	275	375	340	450	250	200	
526900	Miscellaneous Other Purch	599	5	836	3,873	0			0	0	0	0	
526910	Uniforms							635					
528100	Lic., Permits, Payment to ot	0	0	2,131	0	10		307	2,500	0	0	0	
529500	Meetings	0	44	233	180	292	235	194	250	370	250	120	
529800	Miscellaneous Expenditure	0	0	2,839	2,146	897	89	640	2,000	605	100	505	
	Total Materials & Services	1,460	66,888	71,415	153,871	74,788	29,421	24,296	166,114	49,499	38,480	11,019	
Capital Outlay													
571100	Purchases - Land	0	0	308,094	8,475	0	0	0	45,000	0	0	0	
571200	Improvements	0	0	0	0	0	0	0	0	0	0	0	
571300	Purchases - Building	0	0	0	0	0	0	0	31,450	0	0	0	
571310	Improvement - Buildings	0	0	0	0	0	0	0	0	0	0	0	
571350	Purchases - Exhibits	0	0	0	0	0	0	0	0	0	0	0	
571400	Purchased Equipment and	1,595	0	2,810	1,587	0	0	1,000	0	15,000	15,000	0	
571500	Purchases-Office Furniture	0	0	2,385	0	0	0	1,700	4,740	0	0	0	
574190	Other Services (permits)								50,000	1,000	1,000	0	
574510	Construction Work and Mat	0	0	0	5,446	35,652			0	402,000	402,000	0	
	Total Capital Outlay	1,595	0	313,289	15,508	35,652	0	2,700	131,190	418,000	418,000	0	
Interfund Transfer													
581610	Trans. Ind. Costs to Suppor	0	0	0		0	0	0	39,324	16,989	16,989	0	
581513	Building Management									4,750	4,750	0	
581615	Risk Liability									877	877	0	
581615	Risk Workers Comp									456	456	0	
583160	Trans. Dir. Costs to Reg. P	0	5,000	5,000	169	0	10,795	11,176	0	15,000	15,000	0	
583140	Trans. Dir. Costs to DRC (Maps)									1,440	1,440	0	
583531	Trans. Dir. C.sts to Reg. Envir. Mgmt								5,000	15,000	15,000	0	
	Total Interfund Transfers	0	5,000	5,000	169	0	10,795	11,176	44,324	54,512	54,512	0	
Contingency and Unapprop. Bal.													
599999	Contingency	0	0	0	0	0	0	0	50,311	35,000	35,000	0	
599990	Unappropriated Balance	1,975,589	1,987,040	1,632,599	3,274,654	3,296,794	3,427,259	3,509,875	2,589,235	3,267,733	3,267,733	0	
	Total Contingency & Unapp. Bal	1,975,589	1,987,040	1,632,599	3,274,654	3,296,794	3,427,259	3,509,875	2,639,546	3,302,733	3,302,733	0	
	TOTAL REQUIREMENTS	1,994,387	2,112,273	2,078,968	3,510,689	3,488,464	3,524,221	3,622,483	1.50 3,045,200	1.50 3,909,280	1.00 3,878,476	0.50 30,804	

REGIONAL PARKS AND GREENSPACES SMITH BYBEE LAKES TRUST FUND 761

ACCT #	411000							411000		411100		411200	
	Actual FY 90-91	Actual FY 91-92	Actual FY 92-93	Actual FY 93-94	Actual FY 94-95	Actual FY 95-96	Actual FY 96-97	ADOPTED FTE FY 96-97	TOTAL FTE FY 97-98	O & M FTE FY 97-98	ED & OUTREACH FTE FY 97-98		
Resources													
305000	Fund Balance	0	1,975,589	1,987,040	1,632,599	3,274,654	3,296,794	3,427,259	2,831,734	3,239,571	3,210,002	29,569	
334200	State DEQ	0	0	0	0	0	0	0	0	0	0		
331120	Federal Grants-Operating-I	0	0	0	0	35,523	10,477	4,500	25,000	0	0		
339300	Port of Portland									260,000	260,000		
339300	City of Portland									105,000	105,000		
347100	Admissions									985		985	
361100	Interest on Investments	11,990	113,204	76,800	94,204	166,719	201,387	186,177	153,466	177,929	177,929		
365100	Donations and Bequests	0	0	0	20,000	0			0	100,000	100,000		
379000	Other Miscellaneous Reven	0	18,954	83	1,478	0	5,237	3,102	0	250	0	250	
392531	Trans. of Res. from SW Re	15,049	4,526	15,045	11,789	11,568	10,326	1,445	15,000	25,545	25,545		
TOTAL RESOURCES		1,994,387	2,112,273	2,078,968	3,510,689	3,488,464	3,524,221	3,622,483	3,045,200	3,909,280	3,878,476	30,804	

Personal Services																
511121	SALARIES-REGULAR EMPLOYEE (FT)											0				
	Site Supervisor	14,101	39,982	43,613	47,489	52,117	3,333	40,460	0	1.00	45,928	1.00	45,928			
	Sr Regional Planner						31,195			0.00	0		0			
	Associate Regional Planner							1.00	37,939	0.00	0		0			
511225	WAGES - REGULAR EMPLOYEES - (PT)									0.00	0		0			
	Program Assistant 2	0	0	0	0	10,680	7,912	12,140	0	0.50	14,146	0	0.50	14,146		
511400	OVERTIME	0	1,008	0	167	0	2,792	594	0	0.00	892		892			
512000	FRINGE	1,331	12,035	13,052	18,016	18,433	11,514	21,242	13,037	0.00	23,570		17,931	5,639		
Total Personal Services		15,743	53,345	56,665	66,487	81,230	56,746	74,436	1.50	64,026	1.50	84,536	1.00	64,751	0.50	19,785

Materials & Services													
521100	Office Supplies	154	503	152	44	153	281	467		235	381	250	131
521210	Landscape Supplies	0	0	0	945	3,222	2,686	2,588	15,000		8,100	8,000	100
521240	Graphic/Repro Supplies	0	0	528	4,460	208	321	365	100		384	250	134
521260	Printing Supplies	0	0	0	0	196	30	36	500		280	200	80
521290	Other Operating Supplies	0	0	72	10	262	524	132	0		570	0	570
521293	Promotion Supplies	0	0	0	0	569	15		250		0	0	0
521310	Subscr/Publications	0	0	245	170	279	39	167	300		559	0	559
521320	Dues	0	10	65	185	25	498		404		100	100	0
524130	Promotion/Public Relations	0	0	0	30	1,149	139	1,258	2,700		0	0	0
524190	Misc. Prof. Svs.	420	64,116	59,382	137,431	63,172	20,567	11,891	128,750		19,950	18,000	1,950
525150	Utilities - Sanitation							79					
525610	Maint/Rep Services-Building							4,240					
525620	Maint/Rep Services-Grounds					739							
525630	Maint/Rep Services-Vehicle	0	0	0	0	0			100		8,000	8,000	0
525640	Maint/Rep Svs-Equipment	0	0	0	251	505			2,000		500	500	0
525710	Rentals-Equipment	50	0	126	2,278	709	991	255	5,000		860	0	860
526200	Ads/Legal Notices	0	36	0	650	0	120		400		900	200	700
526310	Printing Services	0	0	1,522	227	1,092	2,207	50	2,000		3,900	0	3,900
526320	Typesetting/Repro(PMT)	207	306	1,355	251	170	56	99	500		1,010	400	610
526410	Telephone (long distance)	0	0	0	20	66	65	142	100		250	200	50
526420	Postage-Bulk Mail	0	0	3	0	30	17	22	300		600	200	400