

Oregon Landscape Contractors Board Adopted Budget

July 2021 through June 2023 (Adopted May 21, 2021)

	TOTAL		
	Jul '21 - Jun 22	Jul '22 - Jun 23	Jul '21 - Jun 23
Ordinary Income/Expense			
Income			
4000 · Applications/Examination			
4005 · LCP Application Fee	47,090.00	47,090.00	94,180.00
4005L · Practical Skills Reg. LCB	1,120.00	1,120.00	2,240.00
4026 · Exam Resource Material Sales			
4026OM · LRBP GUIDE/OME	960.00	960.00	1,920.00
4026SM · Sauter Manual Sales	18,330.00	18,330.00	36,660.00
Total 4026 · Exam Resource Material Sales	19,290.00	19,290.00	38,580.00
4027 · Exam Resource S & H	705.00	705.00	1,410.00
4036 · PSI	2,835.00	2,835.00	5,670.00
Total 4000 · Applications/Examination	71,040.00	71,040.00	142,080.00
4100 · Licensing Fees			
4109 · New Business Application Fee	37,995.00	37,995.00	75,990.00
4110 · New Business License Fee	50,025.00	50,025.00	100,050.00
4115 · Business Renewal Fee	395,025.00	395,025.00	790,050.00
4120 · New Individual License Fees	24,990.00	24,990.00	49,980.00
4125 · Renewal Individual License	241,910.00	241,910.00	483,820.00
4127 · Reinstatement Fee	3,150.00	3,150.00	6,300.00
4129 · Status Change Fee	300.00	300.00	600.00
4130 · Late Fees	12,300.00	12,300.00	24,600.00
4135 · NSF Fees	20.00	20.00	40.00
4140 · Document Fees	500.00	500.00	1,000.00
Total 4100 · Licensing Fees	766,215.00	766,215.00	1,532,430.00
4200 · Enforcement			
4210 · Collected Civil Penalties			
4211 · Civil Penalties Collected	76,000.00	76,000.00	152,000.00
Total 4210 · Collected Civil Penalties	76,000.00	76,000.00	152,000.00
Total 4200 · Enforcement	76,000.00	76,000.00	152,000.00
Total Income	913,255.00	913,255.00	1,826,510.00
Gross Profit	913,255.00	913,255.00	1,826,510.00
Expense			
5000 · Direct Costs			
5010 · Staff Wages	402,627.00	409,756.00	812,383.00
5011 · Payroll Taxes			
5012 · FICA Expense	24,963.00	25,405.00	50,368.00
5013 · Medicare Expense	5,838.00	5,941.00	11,779.00
5015 · Worker's Compensation	600.00	600.00	1,200.00
5017 · ERB Assessment	120.00	120.00	240.00
5018 · Mass Transit Tax	2,416.00	2,459.00	4,875.00
Total 5011 · Payroll Taxes	33,937.00	34,525.00	68,462.00
5020 · Employee Benefits			
5021 · PEBB/BCA	86,000.00	86,000.00	172,000.00
5022 · PERS			

Oregon Landscape Contractors Board Adopted Budget

July 2021 through June 2023 (Adopted May 21, 2021)

	TOTAL		
	Jul '21 - Jun 22	Jul '22 - Jun 23	Jul '21 - Jun 23
5022-A · PERS- Regular Payment	79,301.00	80,679.00	159,980.00
5022-B · DAS-PERS Bond	22,547.00	22,946.00	45,493.00
Total 5022 · PERS	101,848.00	103,625.00	205,473.00
Total 5020 · Employee Benefits	187,848.00	189,625.00	377,473.00
5026 · Exam Resource Material	18,000.00	18,000.00	36,000.00
5030 · Printing Costs			
5030-AD · Admin. Printing	1,000.00	1,000.00	2,000.00
5030NL · Newsletter	1,600.00	1,600.00	3,200.00
5030PR · Pamphlet/Brochure	600.00	600.00	1,200.00
Total 5030 · Printing Costs	3,200.00	3,200.00	6,400.00
5031 · Advertising	250.00	250.00	500.00
5035 · Postage Costs			
5035M · Postage Assessed for Mail	8,400.00	8,400.00	16,800.00
5035NL · Postage for Newsletter	1,200.00	1,200.00	2,400.00
5035S · State Mail Service Charge	3,800.00	3,800.00	7,600.00
5035 · Postage Costs - Other	10.00	10.00	20.00
Total 5035 · Postage Costs	13,410.00	13,410.00	26,820.00
5040 · Staff Mileage			
5040-PF Parking Fees	75.00	75.00	150.00
5040S · Staff Personal Car Mileage	300.00	300.00	600.00
5040VIN · Staff Car -Investigator	4,800.00	4,800.00	9,600.00
Total 5040 · Staff Mileage	5,175.00	5,175.00	10,350.00
5050 · Staff Travel			
5050 L · Staff Lodging	300.00	300.00	600.00
5050M · Staff Meals	300.00	300.00	600.00
Total 5050 · Staff Travel	600.00	600.00	1,200.00
5100 · Hearing Officer Panel	22,500.00	22,500.00	45,000.00
5150 · Department Of Justice			
5151 · AAG Advice (Enf/Claims/Admin)	34,600.00	34,600.00	69,200.00
Total 5150 · Department Of Justice	34,600.00	34,600.00	69,200.00
5152 · Legislative Counsel	500.00	500.00	1,000.00
5154 · Filing Fees			
5154-LF · Lien Filing Fee	225.00	225.00	450.00
Total 5154 · Filing Fees	225.00	225.00	450.00
5170 · Resource Material/Publications	600.00	600.00	1,200.00
5200 · Investigations			
5210 · Contract Investigators			
5210-FI · Formal Investigations	2,400.00	2,400.00	4,800.00
5210-LM · Investigator Meals/Lodging	50.00	50.00	100.00
5210-M · Investigator Mileage	200.00	200.00	400.00
5210-O · Other Investigative Expense	50.00	50.00	100.00
5210-SC · Site Checks	3,200.00	3,200.00	6,400.00
5210-TT · Travel Time	100.00	100.00	200.00
Total 5210 · Contract Investigators	6,000.00	6,000.00	12,000.00

Oregon Landscape Contractors Board Adopted Budget

July 2021 through June 2023 (Adopted May 21, 2021)

	TOTAL		
	Jul '21 - Jun 22	Jul '22 - Jun 23	Jul '21 - Jun 23
5215 · Investigator Training/Lic Cert	125.00	125.00	250.00
5225 · Investigation Inquiry fees	900.00	900.00	1,800.00
5226 · Investigative Subpoena Expense	100.00	100.00	200.00
Total 5200 · Investigations	7,125.00	7,125.00	14,250.00
5400 · Committee Meeting Expenses			
5401 · Advisory Committee			
5401L · AC Lodging/Meals	200.00	200.00	400.00
5401M · AC Mileage	350.00	350.00	700.00
Total 5401 · Advisory Committee	550.00	550.00	1,100.00
Total 5400 · Committee Meeting Expenses	550.00	550.00	1,100.00
Total 5000 · Direct Costs	731,147.00	740,641.00	1,471,788.00
6000 · Administrative Expenses			
6020 · Staff Training	475.00	475.00	950.00
6100 · Board Meeting Expenses			
6110 · Board Members Expense			
6110-G · Board Gifts	250.00	250.00	500.00
6110-LM · Board Member Meal/Lodging	1,100.00	1,100.00	2,200.00
6110-M · Board Member Mileage	2,600.00	2,600.00	5,200.00
6110-PD · Board Member Per Diem	9,800.00	9,800.00	19,600.00
6110-TE · Board Member Conf Call Exp	50.00	50.00	100.00
Total 6110 · Board Members Expense	13,800.00	13,800.00	27,600.00
6120 · Board Meeting Room Chrg	1,200.00	1,200.00	2,400.00
6122 · Board Meeting Meals	1,900.00	1,900.00	3,800.00
6125 · A.G. Board Meeting Consult	13,000.00	13,000.00	26,000.00
Total 6100 · Board Meeting Expenses	29,900.00	29,900.00	59,800.00
6400 · Payroll Preparation Service	2,400.00	2,400.00	4,800.00
7000 · Office Lease			
7000ML · Monthly Lease	30,100.00	31,100.00	61,200.00
Total 7000 · Office Lease	30,100.00	31,100.00	61,200.00
7003 · Utilities			
7003EL · Electric	1,400.00	1,400.00	2,800.00
7003GA · Gas	2,040.00	2,040.00	4,080.00
7003SC · Office Security	315.00	315.00	630.00
Total 7003 · Utilities	3,755.00	3,755.00	7,510.00
7010 · Insurance	17,064.50	17,064.50	34,129.00
7100 · Telephone			
7101 · Cell Phone	2,510.00	2,510.00	5,020.00
7102 · Office Telephone	1,800.00	1,800.00	3,600.00
Total 7100 · Telephone	4,310.00	4,310.00	8,620.00
7110 · Office Supplies			
7111 · Office Equip. Repair and Maint.	800.00	800.00	1,600.00
7113 · Office Furnishing/Setup	1,290.00	1,290.00	2,580.00
7114 · Office Supplies	3,900.00	3,900.00	7,800.00
Total 7110 · Office Supplies	5,990.00	5,990.00	11,980.00

Oregon Landscape Contractors Board Adopted Budget

July 2021 through June 2023 (Adopted May 21, 2021)

	TOTAL		
	Jul '21 - Jun 22	Jul '22 - Jun 23	Jul '21 - Jun 23
7115 · Copier/Fax/Print Lease			
7116 · Copier/Fax/Print Maint	100.00	100.00	200.00
7117 · Lease Fee for Copier	3,000.00	3,000.00	6,000.00
Total 7115 · Copier/Fax/Print Lease	3,100.00	3,100.00	6,200.00
7200 · Bank fees			
7202 · DAS Fees/Treasury	600.00	600.00	1,200.00
7205 · Credit Card Use Fees	14,500.00	14,500.00	29,000.00
7207 · NSF Fee	75.00	75.00	150.00
7210 · Bank Checks and Supplies	50.00	50.00	100.00
7211 · Bank Fee	25.00	25.00	50.00
Total 7200 · Bank fees	15,250.00	15,250.00	30,500.00
8000 · Trade Show Expense			
8025 Trade Show Giveaway Items	500.00	500.00	1,000.00
8010 · Staff Milage and Parking	150.00	150.00	300.00
8011 · Staff Meals/Lodging Trade Show	400.00	400.00	800.00
8012 · Trade Show Booth Fees	1,000.00	1,000.00	2,000.00
Total 8000 · Trade Show Expense	2,050.00	2,050.00	4,100.00
8100 · Web Expense			
8105 · Web Hosting	500.00	500.00	1,000.00
8116 · Comcast Connection	2,145.00	2,145.00	4,290.00
8125 · DAS Email Fee	1,250.00	1,250.00	2,500.00
Total 8100 · Web Expense	3,895.00	3,895.00	7,790.00
8200 · Computer Expenses			
8210 · Computer Consulting	900.00	900.00	1,800.00
8220 · Computer Software <\$500>	7,620.00	7,620.00	15,240.00
8225 · Computer Hardware <\$500>	750.00	750.00	1,500.00
8230 · Computer Maint/Security	12,600.00	12,600.00	25,200.00
8240 · Database Configuring	25,800.00	25,800.00	51,600.00
Total 8200 · Computer Expenses	47,670.00	47,670.00	95,340.00
8300 · Professional Services			
8302 · Auditing			
8302-IA · Agency Audit/Financial Review	0.00	10,000.00	10,000.00
Total 8302 · Auditing	0.00	10,000.00	10,000.00
8303 · Janitorial	2,700.00	2,700.00	5,400.00
8305 · Recycle, Shred & Storage	100.00	100.00	200.00
8306 · Misc DAS fees			
8306-A · Archives	683.00	683.00	1,366.00
8306-EC · Ethics Commission	46.50	46.50	93.00
8306-L · Linus/Bill Tracker	100.00	100.00	200.00
8306-RF · Rule Filing	2,682.00	2,682.00	5,364.00
Total 8306 · Misc DAS fees	3,511.50	3,511.50	7,023.00
Total 8300 · Professional Services	6,311.50	16,311.50	22,623.00
Total 6000 · Administrative Expenses	172,271.00	183,271.00	355,542.00
Total Expense	903,418.00	923,912.00	1,827,330.00

Oregon Landscape Contractors Board
Adopted Budget
 July 2021 through June 2023 (Adopted May 21, 2021)

	<u>Jul '21 - Jun 22</u>	<u>Jul '22 - Jun 23</u>	<u>TOTAL</u> <u>Jul '21 - Jun 23</u>
Net Ordinary Income	9,837.00	-10,657.00	-820.00
Other Income/Expense			
Other Income			
9000 · Other Income			
9015 · Interest	400.00	400.00	800.00
Total 9000 · Other Income	<u>400.00</u>	<u>400.00</u>	<u>800.00</u>
Total Other Income	<u>400.00</u>	<u>400.00</u>	<u>800.00</u>
Net Other Income	<u>400.00</u>	<u>400.00</u>	<u>800.00</u>
Net Income	<u><u>10,237.00</u></u>	<u><u>-10,257.00</u></u>	<u><u>-20.00</u></u>