

Draft

Proposed Draft: 05/08/2024

	Column 1	Column 2	Column 2a	Column 3	Column 4
	Actual FY 2023	Approved FY 2024	FISCAL YEAR ESTIMATES	Projected FY 2025	Projected FY 2026
	7/1/22-6/30/23	7/1/23-6/30/24	7/1/23-6/30/2024	7/1/24-6/30/25	7/1/25-6/30/26
REVENUE					
<u>Grants</u>					
Core-Federal	\$ 216,032	\$ 201,180	\$ 173,130	\$ 199,419	\$ 201,000
Core-State	153,249	134,124	107,086	134,124	134,000
PM2.5 - Ecology Monitoring	13,500	13,500	13,500	17,500	17,500
CPO Project w/EPA-Maintenance & Operations	95,060	90,462	95,932	90,462	90,462
ARP Grant with EPA	2,159	129,341	129,341	-	-
Woodstove Reduction & Bounty Program w/Ecology	148,006	140,000	114,996	148,000	145,000
Woodstove Grant	10,682	10,682	11,397	11,398	11,398
<u>Fees</u>					
Assessments	\$ 498,697	\$ 533,771	\$ 533,771	\$ 557,037	\$ 573,748
Annual Registration	391,326	410,911	419,856	417,000	429,510
Title V	686,754	678,222	678,222	669,138	700,075
NOC - NSR	68,695	164,377	209,551	160,000	164,800
NOI - Major/Minor	5,239	3,500	2,238	2,000	2,060
EFSEC	44,250	57,283	54,360	59,255	61,033
Ecology Oversight	13,162	15,500	11,544	15,500	16,000
Outdoor Burning	-	-	-	-	-
Asbestos	142,394	139,000	155,714	152,500	157,075
Land Clearing	40,112	44,500	30,045	32,000	32,960
<u>Other</u>					
Penalties (NOV)	\$ 330,040	\$ 315,000	\$ 2,319,509	\$ 150,000	\$ 100,000
Interest Income	32,649	28,256	64,685	140,000	120,000
Miscellaneous Income	2,061	2,200	8,956	10,000	10,000
Building Income	50,107	46,362	50,268	49,716	51,207
Total Revenue before Contingency Draw(s)	\$ 2,944,174	\$ 3,158,171	\$ 5,184,101	\$ 3,015,049	\$ 3,017,828
	Column 1	Column 2	Column 2a	Column 3	Column 4
	Actual FY 2023	Approved FY 2024	FISCAL YEAR ESTIMATES	Projected FY 2025	Projected FY 2026
EXPENSES					
<u>Payroll</u>					
Salaries	\$ 1,667,200	\$ 1,906,811	\$ 1,862,745	\$ 2,074,292	\$ 2,180,014
Employee Benefits	535,979	637,538	602,534	717,789	746,501
Total Payroll	\$ 2,203,179	\$ 2,544,349	\$ 2,465,279	\$ 2,792,081	\$ 2,926,515
<u>Non-Payroll</u>					
Office Supplies/Sm Supplies/Safety	\$ 10,512	\$ 40,667	\$ 36,793	\$ 12,234	\$ 10,000
Gasoline	5,997	7,200	6,217	6,200	6,500
Computer Hard/Soft./Supplies:					
-General HW/SW	28,199	29,939	31,470	19,314	25,000
-Granicus	-	-	-	6,500	6,500
-KnowBe4, Inc.	-	-	-	2,200	-
Board of Directors Travel Reimb.	132	-	-	1,500	1,500
Staff Training, Conferences, Travel	18,263	26,168	26,358	32,103	28,000
Professional Services:	52,133	76,000	56,758	89,000	59,000
-Legal (Attorney)	-	-	-	-	-
-Process Services	-	-	-	-	-
-HR/Ad-Hoc Support	-	-	-	-	-
-Strategic Plan Update/Staff Development	-	-	-	-	-
Telephone	12,983	17,360	14,103	17,000	18,000
Database	-	-	-	-	-
Postage	5,756	6,200	5,749	6,300	6,500
Insurance (Bldg, Veh, Staff)	39,264	41,275	41,274	45,403	49,000
Wellness Program	338	500	537	575	600
Public Education and Outreach:					
-Education & Outreach (Printing, special mailings, etc)	49,060	23,790	22,993	21,790	22,500
-Website Maintenance	-	2,250	2,250	2,250	2,400
Miscellaneous	226	550	473	1,000	1,000
Dues & Subscriptions	3,984	5,332	6,168	6,775	7,000
Audit/Acctg	17,049	2,500	1,920	21,500	2,600
Rent-Satellite Office	-	-	-	-	-
Maintenance - Copier / Purchase	2,030	2,400	2,092	2,400	2,500
Vehicle Purchase	-	31,000	25,101	35,000	37,000
Level 2 EV Charger	-	-	-	26,000	-
Maintenance - Vehicles	6,031	5,200	2,986	5,000	5,200
Total Non-Payroll	\$ 251,957	\$ 318,331	\$ 283,242	\$ 360,044	\$ 290,800
<u>Building Operations/Maintenance</u>					
Interest Expense & Principal - Office Bldg.	\$ 43,964	\$ -	\$ -	\$ -	\$ -
Utilities/Alarm Monitoring	17,983	21,000	17,421	19,000	20,000
Janitorial and Supplies	12,290	14,111	13,321	15,000	16,000
Maintenance Office Bldg.	30,923	17,050	18,308	35,600	30,000
Leasehold Improvements	10,573	52,000	20,519	35,000	20,000
Total Building Operations/Maintenance	\$ 115,733	\$ 104,161	\$ 69,569	\$ 104,600	\$ 86,000
<u>Program Operations</u>					
Woodsmoke Reduction/Recycle Program	\$ 121,500	\$ 105,000	\$ 111,500	\$ 111,000	\$ 108,750
ARP - EPA - Operational	2,159	129,341	129,341	-	-
Ecology Oversight Fees	13,162	15,500	11,544	15,500	16,000
Monitoring Program - CPO	29,933	35,000	32,538	35,000	36,000
Monitoring Programs	4,833	6,484	6,638	4,464	6,000
OlyMAP Project	1,540	4,460	4,460	8,000	-
Security Deposit Refunds	1,701	-	-	-	-
Total Program Operations	\$ 174,828	\$ 295,785	\$ 296,021	\$ 173,964	\$ 166,750
TOTAL EXPENDITURES	\$ 2,745,697	\$ 3,262,626	\$ 3,114,111	\$ 3,430,689	\$ 3,470,065
Net Surplus (Deficit) Before Appropriations	\$ 198,477	\$ (104,455)	\$ 2,069,990	\$ (415,640)	\$ (452,236)
Appropriation from Contingency Fund(s)	FY 2023	FY 2024	FY 2025	FY 2026	
Net Surplus (Deficit-Draw) General Fund	\$ 136,195	\$ (150,982)	\$ 2,039,990	\$ (425,640)	\$ (462,236)
Net Surplus (Deficit) Title V Contingency & Payback	\$ 62,283	\$ 46,527	\$ 30,000	\$ 10,000	\$ 10,000
	\$ 198,478	\$ (104,455)	\$ 2,069,990	\$ (415,640)	\$ (452,236)
General Fund Contingency Draw	\$ (136,195)	\$ (150,982)	\$ -	\$ (425,640)	\$ (462,236)
Title V Contingency Build & General Fund Reimbursement	\$ (62,283)	\$ 46,527	\$ 30,000	\$ 10,000	\$ 10,000
Actual Revenue	\$ 2,944,174	\$ 3,158,171	\$ 5,184,101	\$ 3,015,049	\$ 3,017,828
Actual Expenses	\$ 2,745,697	\$ 3,262,626	\$ 3,114,111	\$ 3,430,689	\$ 3,470,065
Expenses exceeding 10% of a budget category (within each sub-category: P/R, Non-P/R, Bldg, Operating) requires board approval.					
4/4/2024					
Breakdown of Title V - AOP Fees:	Actual	Budget	Estimates	Projected	Projected
Fiscal Year Fees	\$ 686,754	\$ 678,222	\$ 678,222	\$ 669,138	\$ 700,075
Repayment to General Fund	\$ (62,283)	\$ (46,736)	\$ -	\$ -	\$ -
Contingency Fund	\$ 10,000	\$ (30,000)	\$ (30,000)	\$ (10,000)	\$ (10,000)
Net Workload	\$ 624,471	\$ 641,486	\$ 648,222	\$ 659,138	\$ 690,075

Olympic Region Clean Air Agency
 FUND BALANCE
 For The Period Ending ...

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	Actual FY 2023 General Fund July 1, 2022	Current Year FY 2024 General Fund July 1, 2023	Proposed FY2025 General Fund July 1, 2024	Proposed Draft: FY2026 Amended July 1, 2025
BEGINNING Fund Balance	\$ 2,026,490	\$ 2,224,967	\$ 4,294,957	\$ 3,879,317
Plus : Revenue Fiscal Year	\$ 2,944,174	\$ 5,184,101	\$ 3,015,049	\$ 3,017,828
Less : Expenditures Fiscal Year	\$ (2,745,697)	\$ (3,114,111)	\$ (3,430,689)	\$ (3,470,065)
ENDING Fund Balance 06/30/20xx	\$ 2,224,967	\$ 4,294,957	\$ 3,879,317	\$ 3,427,080
Year End	6/30/2023	6/30/2024	6/30/2025	6/30/2026
General Fund Contingency Draw applied to FY Budget	\$0.00	\$0.00	\$ (425,640)	\$ (462,236)
Fund Balances (Fiscal Year-End):				
Contingency & Capital Funds				
Less : Expense Contingency (20% FY Budget less Title V Exps)	\$ 368,929	\$ 515,559	\$ 607,541	\$ 553,998
Less : Title V Contingency	See Below	\$ 30,000	\$ 40,000	\$ 50,000
Less : Tenants Security Deposits	\$ 5,600	\$ 4,350	\$ 4,350	\$ 4,350
Capital Funds				
Less for Office Building	\$ 90,000	\$ 120,000	\$ 150,000	\$ 180,000
Less for Monitoring Equipment	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000
Less for Database/Equipment	\$ 180,000	\$ 250,000	\$ 285,000	\$ 325,000
Less for Vacation/Sick Leave	\$ 136,453	\$ 155,951	\$ 120,000	\$ 130,000
Less for WA Cares Premium (Employee Contribution)	\$ -	\$ 1,749	\$ 2,000	\$ 2,500
Committed/Restricted/Designated Funds	\$ 800,982	\$ 1,097,609	\$ 1,228,891	\$ 1,265,848
Contingency Fund	\$ (46,737)	\$ -	\$ -	\$ -
Title V Program (due General Fund)	\$ (46,737)	\$ -	\$ -	\$ -
UNDESIGNATED Fund Balance	\$ 1,470,722	\$ 3,197,348	\$ 2,650,425	\$ 2,161,232
Year End	6/30/2023	6/30/2024	6/30/2025	6/30/2026

*SAO
 Classifications:
 Committed
 Restricted
 Assigned
 Committed
 Committed
 Committed
 Unassigned

ORCAA Long Term Liabilities...	Balance 6/30/22	Balance 6/30/23
-Office Building, Promissory Note paid 12/1/2022 Interest rate .703%, no penalty early payoff	\$43,954	\$0

"Operating Contingency Funds" defined
 An amount established by board direction and placed in reserve Revised Res #269 dated May 2016 with 20% reserve less Title V. (Formerly: Resolution #178 dated August 1999 refers to board direction to maintain a 25% reserve level annually.)

"Capital Funds" defined
 An amount established by board direction to save for long-term capital expenditures (bldg, equipment, database). Res. #251 dated 06/13/12; Res. #260 dated 11/12/14

"Fund Balance" defined
 *Funds that are held in our bank account with Thurston County Treasurer's Office. ORCAA has one fund with Thurston County and is referred to as the "General Fund".

*The total Fund Balance includes all funds on deposit at the bank.