

**Adopted Budget**

July 2025 through June 2027

	Total Budget		
	Jul '25 - Jun 26	Jul '26 - Jun 27	2025-27
<b>Income</b>			
<b>4000 · Applications/Examination</b>			
4005 · LCP Application Fee	65,300.00	68,000.00	133,300.00
4005P · Probationary Application Fee	5,880.00	6,270.00	12,150.00
<b>4026 · Exam Resource Material Sales</b>			
4026FB - Figure Booklet Sales	3,000.00	3,000.00	6,000.00
4026OM · LRBP GUIDE/OME	3,000.00	3,000.00	6,000.00
4026PS- Plant Study Guide	5,280.00	5,280.00	10,560.00
4026SM · Sauter Manual Sales	36,900.00	36,900.00	73,800.00
<b>Total 4026 · Exam Resource Material Sales</b>	<b>48,180.00</b>	<b>48,180.00</b>	<b>96,360.00</b>
4027 · Exam Resource S & H	1,200.00	1,200.00	2,400.00
4036 · PSI	4,780.00	4,780.00	9,560.00
<b>Total 4000 · Applications/Examination</b>	<b>125,340.00</b>	<b>128,430.00</b>	<b>253,770.00</b>
<b>4100 · Licensing Fees</b>			
4109 · New Business Application Fee	48,645.00	49,875.00	98,520.00
4110 · New Business License Fee	64,425.00	65,625.00	130,050.00
4115 · Business Renewal Fee	533,100.00	543,750.00	1,076,850.00
4120 · New Individual License Fees	35,180.00	36,200.00	71,380.00
4125 · Renewal Individual License	328,660.00	340,000.00	668,660.00
4127 · Reinstatement Fee	4,170.00	4,250.00	8,420.00
4129 · Status Change Fee	330.00	340.00	670.00
4130 · Late Fees	28,520.00	29,750.00	58,270.00
4135 · NSF Fees	25.00	25.00	50.00
4140 · Document Fees	400.00	400.00	800.00
<b>Total 4100 · Licensing Fees</b>	<b>1,043,455.00</b>	<b>1,070,215.00</b>	<b>2,113,670.00</b>
<b>4200 · Enforcement</b>			
<b>4210 · Collected Civil Penalties</b>			
4211 · Civil Penalties Collected	113,750.00	113,750.00	227,500.00
<b>Total 4210 · Collected Civil Penalties</b>	<b>113,750.00</b>	<b>113,750.00</b>	<b>227,500.00</b>
<b>Total 4200 · Enforcement</b>	<b>113,750.00</b>	<b>113,750.00</b>	<b>227,500.00</b>
<b>Total Income</b>	<b>1,282,545.00</b>	<b>1,312,395.00</b>	<b>2,594,940.00</b>
<b>Gross Profit</b>	<b>1,282,545.00</b>	<b>1,312,395.00</b>	<b>2,594,940.00</b>
<b>Expense</b>			
<b>5000 · Direct Costs</b>			
5010 · Staff Wages	567,450.00	583,859.00	1,151,309.00
<b>5011 · Payroll Taxes</b>			
5012 · FICA Expense	35,182.00	36,199.00	71,381.00
5013 · Medicare Expense	8,228.00	8,466.00	16,694.00
5015 · Worker's Compensation	942.41	942.41	1,884.82
5017 · ERB Assessment	157.68	157.68	315.36
5018 · Mass Transit Tax	3,405.00	3,503.00	6,908.00
<b>Total 5011 · Payroll Taxes</b>	<b>47,915.09</b>	<b>49,268.09</b>	<b>97,183.18</b>
<b>5020 · Employee Benefits</b>			
5021 · PEBB/BCA	111,998.08	117,481.79	229,479.87

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<b>5022 · PERS</b>			
<b>5022-A · PERS- Regular Payment</b>	142,913.00	146,852.00	289,765.00
<b>5022-B · DAS-PERS Bond</b>	27,238.00	28,025.00	55,263.00
<b>Total 5022 · PERS</b>	170,151.00	174,877.00	345,028.00
<b>Total 5020 · Employee Benefits</b>	282,149.08	292,358.79	574,507.87
<b>5026 · Exam Resource Material</b>	55,000.00	40,000.00	95,000.00
<b>5030 · Printing Costs</b>			
<b>5030-AD · Admin. Printing</b>	1,000.00	1,000.00	2,000.00
<b>5030NL · Newsletter</b>	1,600.00	1,600.00	3,200.00
<b>5030PR · Pamphlet/Brochure</b>	600.00	600.00	1,200.00
<b>Total 5030 · Printing Costs</b>	3,200.00	3,200.00	6,400.00
<b>5031 · Advertising</b>	250.00	250.00	500.00
<b>5035 · Postage Costs</b>			
<b>5035M · Postage Assessed for Mail</b>	12,000.00	12,000.00	24,000.00
<b>5035NL · Postage for Newsletter</b>	275.00	275.00	550.00
<b>5035S · State Mail Service Charge</b>	3,015.00	3,015.00	6,030.00
<b>5035 · Postage Costs - Other</b>	50.00	50.00	100.00
<b>Total 5035 · Postage Costs</b>	15,340.00	15,340.00	30,680.00
<b>5040 · Staff Mileage</b>			
<b>5040-PF Parking Fees</b>	75.00	75.00	150.00
<b>5040S · Staff Personal Car Mileage</b>	600.00	600.00	1,200.00
<b>5040VIN · Staff Car -Investigator</b>	5,388.00	5,388.00	10,776.00
<b>Total 5040 · Staff Mileage</b>	6,063.00	6,063.00	12,126.00
<b>5050 · Staff Travel</b>			
<b>5050 L · Staff Lodging</b>	550.00	582.00	1,132.00
<b>5050M · Staff Meals</b>	300.00	350.00	650.00
<b>Total 5050 · Staff Travel</b>	850.00	932.00	1,782.00
<b>5100 · Hearing Officer Panel</b>	17,000.00	17,000.00	34,000.00
<b>5150 · Department Of Justice</b>			
<b>5151 · AAG Advice (Enf/Claims/Admin)</b>	50,000.00	50,000.00	100,000.00
<b>Total 5150 · Department Of Justice</b>	50,000.00	50,000.00	100,000.00
<b>5152 · Legislative Counsel</b>	500.00	500.00	1,000.00
<b>5154 · Filing Fees</b>			
<b>5154-LF · Lien Filing Fee</b>	225.00	225.00	450.00
<b>Total 5154 · Filing Fees</b>	225.00	225.00	450.00
<b>5200 · Investigations</b>			
<b>5210 · Contract Investigators</b>			
<b>5210-FI · Formal Investigations</b>	2,600.00	2,600.00	5,200.00
<b>5210-LM Investigator meals/lodging</b>	65.00	65.00	130.00
<b>5210-M · Investigator Mileage</b>	65.00	70.00	135.00
<b>5210-O · Other Investigative Expense</b>	100.00	100.00	200.00
<b>5210-SC · Site Checks</b>	5,000.00	5,000.00	10,000.00
<b>5210-TT Travel time</b>	100.00	100.00	200.00
<b>Total 5210 · Contract Investigators</b>	7,930.00	7,935.00	15,865.00

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	Jul '25 - Jun 26	Jul '26 - Jun 27	2025-27
5225 · Investigation Inquiry fees	1,425.00	1,425.00	2,850.00
5226 · Investigative Subpoena Expense	100.00	100.00	200.00
<b>Total 5200 · Investigations</b>	<b>9,455.00</b>	<b>9,460.00</b>	<b>18,915.00</b>
5400 · Committee Meeting Expenses			
5401 · Advisory Committee			
5401L · AC Lodging/Meals	265.00	280.00	545.00
5401M · AC Mileage	400.00	400.00	800.00
5401 · Advisory Committee - Other	0.00	0.00	0.00
<b>Total 5400 · Committee Meeting Expenses</b>	<b>665.00</b>	<b>680.00</b>	<b>1,100.00</b>
<b>Total 5000 · Direct Costs</b>	<b>1,056,062.17</b>	<b>1,069,135.88</b>	<b>2,125,198.05</b>
6000 · Administrative Expenses			
6020 · Staff Training	1,000.00	1,000.00	2,000.00
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	1,300.00	1,300.00	2,600.00
6110-PD · Board Member Per Diem	19,936.00	19,936.00	39,872.00
6110 · Board Members Expense - Other	0.00	0.00	0.00
<b>Total 6110 · Board Members Expense</b>	<b>22,586.00</b>	<b>22,586.00</b>	<b>45,172.00</b>
6120 · Board Meeting Room Chrg	875.00	875.00	1,750.00
6122 · Board Meeting Meals	1,000.00	1,000.00	2,000.00
6125 · A.G. Board Meeting Consult	36,000.00	36,000.00	72,000.00
<b>Total 6100 · Board Meeting Expenses</b>	<b>60,461.00</b>	<b>60,461.00</b>	<b>120,922.00</b>
6400 · Payroll & HR Service	12,898.20	12,898.20	25,796.40
7000 · Office Lease			
7000ML · Monthly Lease	37,363.00	38,857.00	76,220.00
<b>Total 7000 · Office Lease</b>	<b>37,363.00</b>	<b>38,857.00</b>	<b>76,220.00</b>
7003 · Utilities			
7003EL · Electric	0.00	0.00	0.00
7003GA · Gas	0.00	0.00	0.00
7003SC · Office Security	888.00	888.00	1,776.00
<b>Total 7003 · Utilities</b>	<b>888.00</b>	<b>888.00</b>	<b>1,776.00</b>
7010 · Insurance	6,595.00	6,595.00	13,190.00
7100 · Telephone			
7101 · Cell Phone	2,710.00	2,710.00	5,420.00
7102 · Office Telephone	2,556.00	2,556.00	5,112.00
<b>Total 7100 · Telephone</b>	<b>5,266.00</b>	<b>5,266.00</b>	<b>10,532.00</b>
7110 · Office Supplies			
7111 · Office Equip. Repair and Maint.	500.00	500.00	1,000.00
7113 · Office Furnishing/Setup	800.00	800.00	1,600.00
7114 · Office Supplies	4,200.00	4,200.00	8,400.00
<b>Total 7110 · Office Supplies</b>	<b>5,500.00</b>	<b>5,500.00</b>	<b>11,000.00</b>
7115 · Copier/Fax/Print Lease			

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	<b>Jul '25 - Jun 26</b>	<b>Jul '26 - Jun 27</b>	<b>2025-27</b>
7116 · Copier/Fax/Print Maint	300.00	300.00	600.00
7117 · Lease Fee for Copier	2,784.00	2,784.00	5,568.00
<b>Total 7115 · Copier/Fax/Print Lease</b>	<b>3,084.00</b>	<b>3,084.00</b>	<b>6,168.00</b>
<b>7200 · Bank fees</b>			
7202 · DAS Fees/Treasury	600.00	600.00	1,200.00
7205 · Credit Card Use Fees	25,000.00	25,000.00	50,000.00
7207 · NSF Fee	75.00	75.00	150.00
7210 · Bank Checks and Supplies	50.00	50.00	100.00
7211 · Bank Fee	50.00	50.00	100.00
<b>Total 7200 · Bank fees</b>	<b>25,775.00</b>	<b>25,775.00</b>	<b>51,550.00</b>
<b>8000 · Trade Show Expense</b>			
8025 Trade Show Giveaway Items	600.00	600.00	1,200.00
8010 · Staff Milage and Parking	200.00	200.00	400.00
8011 · Staff Meals/Lodging Trade Show	500.00	500.00	1,000.00
8012 · Trade Show Booth Fees	1,000.00	1,000.00	2,000.00
<b>Total 8000 · Trade Show Expense</b>	<b>2,300.00</b>	<b>2,300.00</b>	<b>4,600.00</b>
<b>8100 · Web Expense</b>			
8116 · Comcast Connection	2,604.00	2,604.00	5,208.00
8125 · DAS Email Fee	1,368.00	1,368.00	2,736.00
<b>Total 8100 · Web Expense</b>	<b>3,972.00</b>	<b>3,972.00</b>	<b>7,944.00</b>
<b>8200 · Computer Expenses</b>			
8220 · Computer Software <\$500>	11,628.42	11,628.42	23,256.84
8225 · Computer Hardware <\$500>	2,600.00	2,600.00	5,200.00
8230 · Computer Maint/Security	14,000.00	14,000.00	28,000.00
8240 · Database Configuring	25,000.00	25,000.00	50,000.00
<b>Total 8200 · Computer Expenses</b>	<b>53,228.42</b>	<b>53,228.42</b>	<b>106,456.84</b>
<b>8300 · Professional Services</b>			
<b>8302 · Auditing</b>			
8302-IA · Agency Audit/Financial Review	10,500.00	0.00	10,500.00
<b>Total 8302 · Auditing</b>	<b>10,500.00</b>	<b>0.00</b>	<b>10,500.00</b>
8303 · Janitorial	4,100.00	4,100.00	8,200.00
8305 · Recycle, Shred & Storage	100.00	100.00	200.00
<b>8306 · Misc DAS fees</b>			
8306-A · Archives	5,028.50	5,028.50	10,057.00
8306-EC · Ethics Commission	114.50	114.50	229.00
8306-RF · Rule Filing	600.00	600.00	1,200.00
8306 · Misc DAS fees - Other	0.00	0.00	0.00
<b>Total 8306 · Misc DAS fees</b>	<b>5,743.00</b>	<b>5,743.00</b>	<b>11,486.00</b>
<b>8300 · Professional Services - Other</b>	<b>1,000.00</b>	<b>1,000.00</b>	<b>2,000.00</b>
<b>Total 8300 · Professional Services</b>	<b>21,443.00</b>	<b>10,943.00</b>	<b>32,386.00</b>
<b>Total 6000 · Administrative Expenses</b>	<b>239,773.62</b>	<b>230,767.62</b>	<b>470,541.24</b>
<b>Total Expense</b>	<b>1,295,835.79</b>	<b>1,299,903.50</b>	<b>2,595,739.29</b>
<b>Net Ordinary Income</b>	<b>-13,290.79</b>	<b>12,491.50</b>	<b>-799.29</b>
<b>Other Income</b>			

Adopted May 16, 2025

Oregon Landscape Contractors Board

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July 2025 through June 2027

Total Budget

	<b>Jul '25 - Jun 26</b>	<b>Jul '26 - Jun 27</b>	<b>2025-27</b>
<b>9000 · Other Income</b>			
<b>9015 · Interest</b>	600.00	600.00	1,200.00
<b>Total 9000 · Other Income</b>	600.00	600.00	1,200.00
<b>Other Expense</b>			
<b>9100 · Reserves Transfer</b>	0.00	0.00	0.00
<b>Total Other Expense</b>	0.00	0.00	0.00
<b>Total Other Income</b>	600.00	600.00	1,200.00
<b>Net Income</b>	<b>-12,690.79</b>	<b>13,091.50</b>	<b>400.71</b>