

Plant Materials Center - FY18-19 Budget (DRAFT)

Revised 6/6/18

INCOME (Revenue)	Approved	Actual Revenue	Proposed Budget	Notes
	6/27/2017	as of 6/6/18	FY18-19	
PMC - Brokered Plants	\$ 45,000.00	\$ 49,782.99	\$ 45,000.00	
PMC - Contract Growing	\$ 5,635.00	\$ 6,251.20	\$ 7,000.00	
PMC - Plant Sales	\$ 930,000.00	\$ 953,833.94	\$ 950,000.00	
PMC - Plug Sales	\$ 1,400.00	\$ 5,931.00	\$ 5,000.00	
PMC - Interest Income	\$ 450.00	\$ 436.38	\$ 450.00	
PMC - Other Income	\$ 400.00	\$ 880.62	\$ 750.00	Retro Safety Program
PMC - Packaging/Storage Fee	\$ 750.00	\$ 750.00	\$ 700.00	
PMC - Shipping Charges Reimb	\$ 38,000.00	\$ 34,434.00	\$ 34,500.00	
Sub-Total Revenue	\$ 1,021,635.00	\$ 1,052,300.13	\$ 1,043,400.00	

NOT CONSIDERED OPERATIONAL INCOME

PMC - Finance Income	\$ -	\$ 1,548.58	\$ -	
PMC - Unrealized Gain / Loss	\$ -	\$ 51,967.47	\$ -	
Total Revenue	\$ 1,021,635.00	\$ 1,105,816.18	\$ 1,043,400.00	

EXPENSE	Approved	Actual Expense	Proposed Budget	Notes
	6/27/2017	as of 6/6/18	FY18-19	
Accounting Expenses	\$ 7,000.00	\$ 3,516.48	\$ 20,000.00	To be paid out of long term investment
Advertising/Promotions	\$ 2,500.00	\$ 2,129.50	\$ 2,500.00	
Brokered Stock	\$ 28,000.00	\$ 36,005.09	\$ 35,000.00	2019 CTP's ordered for Spokane CD
Chemicals	\$ 42,000.00	\$ 36,713.23	\$ 42,000.00	Fumigation
Cleaning Supplies	\$ 1,000.00	\$ 877.41	\$ 1,000.00	
Cold Storage	\$ 6,000.00	\$ 1,010.86	\$ 2,000.00	Storage of Plugs & Refridgerator Vans
Communications	\$ 3,000.00	\$ 2,147.74	\$ 3,000.00	
Education & Registrations	\$ 2,750.00	\$ 374.99	\$ 3,000.00	Conference Registration, WADE, Access Class, First Aid training for staff
Employee Medical Benefits	\$ 81,180.00	\$ 64,090.84	\$ 60,600.00	Include a 5% increase in 2019. Employee & Spouse only
Nursery Manager				Current monthly rate is \$2,040.07
Assistant Nursery Manager				Rate is based on employee only

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Financial Accounting & Human Resources Administrator				Current monthly rate is \$10.90
Sales Manager & Seasonal Worker Coordinator				Current monthly rate is \$509.83
Field Operations Manager				Current monthly rate is \$1,702.90
Field Supervisor				Not Refilling Position
Equipment Rental	\$ 500.00	\$ -	\$ -	
Executive Operations	\$ 75,000.00	\$ 60,000.00	\$ 75,000.00	Lobbying, consultation and WACD expenses
Farm/Nursery Supplies	\$ 17,000.00	\$ 7,821.00	\$ 12,000.00	
Fertilizer	\$ 15,000.00	\$ 9,877.06	\$ 10,000.00	
Fuel	\$ 5,000.00	\$ 2,949.27	\$ 5,000.00	
Insurance Expense	\$ 6,500.00	\$ 5,609.76	\$ 6,500.00	Farm and Auto Insurance
IT Support & Technology	\$ 2,000.00	\$ 3,320.55	\$ 4,000.00	Accounting software, new computer
Lease Payment (Skagit CD)	\$ 1.00	\$ 1.00	\$ 1.00	
Licenses & Memberships	\$ 1,400.00	\$ 927.82	\$ 1,400.00	Business license, car tabs, memberships
Office Supplies	\$ 1,700.00	\$ 1,970.27	\$ 2,000.00	
Bank and Visa Charges	\$ -	\$ -	\$ 1,000.00	Auto Payments / Credit Card Fees
Packaging Supplies	\$ 25,000.00	\$ 27,403.49	\$ 20,000.00	
Payroll Tax - FICA/Medicare	\$ 35,000.00	\$ 33,283.72	\$ 42,500.00	Increases are based on hiring a full-time new staff & wage increase for seasonal workers
Payroll Tax - FUTA	\$ 2,000.00	\$ 1,027.69	\$ 2,000.00	
Payroll Tax - L&I	\$ 23,000.00	\$ 12,442.91	\$ 20,000.00	
Payroll Tax - SUTA	\$ 1,100.00	\$ 626.96	\$ 1,200.00	
Postage	\$ 600.00	\$ 465.77	\$ 500.00	
Real Estate Tax Expense	\$ 3,750.00	\$ 3,543.00	\$ 3,750.00	
Repair & Maintenance - Building	\$ 5,000.00	\$ 303.80	\$ 5,000.00	
Repair & Maintenance - Equipment	\$ 6,000.00	\$ 6,254.54	\$ 7,000.00	
Seeds	\$ 57,000.00	\$ 43,425.72	\$ 57,000.00	
Shipping - Inbound	\$ 1,600.00	\$ 1,450.30	\$ 1,600.00	
Shipping - Outbound	\$ 35,000.00	\$ 29,560.63	\$ 30,000.00	
Taxes - B&O Tax	\$ 6,000.00	\$ 5,114.47	\$ 6,500.00	
Transplants	\$ 55,000.00	\$ 26,029.42	\$ 55,000.00	

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Travel, Meals & Meetings	\$ 4,500.00	\$ 3,519.33	\$ 5,000.00	
Utilities	\$ 10,500.00	\$ 8,849.79	\$ 10,500.00	
Management Fee (DES Contract)	\$ 10.00	\$ 174.78	\$ 200.00	Sales on the State Contract
Investment Management Fees	\$ 10,000.00	\$ 11,799.06	\$ 13,500.00	Fees charged by Edward Jones
Federal Income Tax Expense	\$ 10,000.00	\$ -	\$ -	TBD - based on net profit
Wages - Seasonal	\$ 175,000.00	\$ 158,424.28	\$ 192,500.00	10% increase (wage increase & sick leave)
Wages - Staff				
Nursery Manager	\$ 81,970.26	\$ 75,138.12	\$ 86,888.00	6% salary increase
Assistant Nursery Manager	\$ -	\$ -	\$ 50,000.00	
Financial Accounting & Human Resources Administrator	\$ 47,494.26	\$ 49,536.88	\$ 41,130.00	10% salary increase (32 hours per week) - 25% WACD / 75% PMC
Sales Manager & Seasonal Worker Coordinator	\$ 45,445.08	\$ 40,486.76	\$ 50,902.00	12% salary increase
Field Operations Manager	\$ 44,977.92	\$ 41,470.65	\$ 49,467.00	10% salary increase
Field Supervisor	\$ 33,499.86	\$ 29,244.12	\$ -	Not refilling position
Wages - Staff Overtime	\$ -	\$ 2,754.60	\$ -	New staff position should eliminate OT
Wages - Staff (vacation payout)	\$ -	\$ 38,026.46	\$ -	One-time payout
Employee Retirement Plan	\$ -	\$ -	\$ 8,351.61	3% of wages for staff
Wages - Accrued Vacation	\$ -	\$ 1,448.63	\$ -	
Depreciation Expenses	\$ -	\$ 18,948.60	\$ -	
Total Expenses	\$ 1,102,804.38	\$ 897,553.45	\$ 1,046,489.61	
Total Income	\$ 1,021,635.00	\$ 1,105,816.18	\$ 1,043,400.00	
Total Expenses	\$ 1,102,804.38	\$ 897,553.45	\$ 1,046,489.61	
Projected Net Income / Net Loss	\$ (81,169.38)	\$ 208,262.73	\$ (3,089.61)	
			\$ 20,000.00	Audit to be paid out of Retained Earnings
			\$ 16,910.39	