

Proposed Budget

NATRONA COUNTY WEED and PEST DISTRICT							
Budget Hearing Information							
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td style="width: 50%;">PO BOX 1385</td></tr> <tr><td>MILLS, WY 82644</td></tr> <tr><td>307-472-5559</td></tr> </table>	PO BOX 1385	MILLS, WY 82644	307-472-5559	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td style="width: 50%;">Location: NATRONA COUNTY WEED AND PEST DISTRICT</td></tr> <tr><td>Date: 7/15/2020</td></tr> <tr><td>Time: 1:00 PM</td></tr> </table>	Location: NATRONA COUNTY WEED AND PEST DISTRICT	Date: 7/15/2020	Time: 1:00 PM
PO BOX 1385							
MILLS, WY 82644							
307-472-5559							
Location: NATRONA COUNTY WEED AND PEST DISTRICT							
Date: 7/15/2020							
Time: 1:00 PM							
Natrona County	Budget Prepared by: BRIAN CONNELLY, SUPERVISOR						

S-A BUDGET MESSAGE W.S. 16-4-104(d)

FY20-21 will likely be another grasshopper outbreak year. The funding available for aerial grasshopper treatments will likely be reduced on a Federal, State and local level. We will mitigate funding deficiencies with aggressive early season ground treatments, training and resources for landowners to conduct their own treatments and targeted hotspot aerial treatments with available funding. We will also modify our seasonal crew to accommodate COVID-19 pandemic realities by NOT camping out on project locations. This will be the first year not camping in 34 years that I know of. We will instead, commute to project areas, every day, by vehicle. This will lower our efficiency, raise our operations costs and probably raise overtime for crews. Despite this reality we will continue to "control noxious weeds" in the County. We will continue to improve our data collection and sharing capabilities through ArcGIS and MS Access be able to record, catalog, archive, retrieve and analyze weed treatment data.

This year, we will try to build our Emergency Reserves which were depleted during the grasshopper outbreak last year. We will be frugal with this year's allocation in anticipation of leaner years in the future. To fund this year's operation we request one mill tax levy in accordance with State Statute. Thank You.

S-B RESERVE DESCRIPTION

We are reserving \$25,000 Depreciation monies to fund an eventual overhaul of an aging septic field.

S-C

Names of Board Members	Date of End of Term	Does the district have regular office hours exceeding 20 hours per week? <input checked="" type="checkbox"/> Yes
JASON GUTIERREZ	12/31/20	<p>If Yes, enter</p> <p>Address of office: 6819 WEST YELLOWSTONE HIGHWAY</p> <p>City, State, Zip: CASPER, WY 82604</p> <p>Phone Number: 307-472-5559</p> <p>Hours Open: 7:30AM-4:00PM, M-F</p>
CRAIG COLLINS	12/31/22	
DONNIE WILLIAMS	12/31/20	
WESLEY WATERS	12/31/20	
MIKE GILMORE	12/31/22	
SHANE SMITHEY	12/31/22	

Where are the minutes of your board meeting available for public review?

How and where are the notices of meeting posted for the public?

Where are the public meetings held?

PROPOSED BUDGET SUMMARY

OVERVIEW		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
S-1	Total Budgeted Expenditures	\$2,133,285	\$2,151,215	\$2,523,677	\$2,523,677
S-2	Total Principal to Pay on Debt	\$0	\$0	\$0	\$0
S-3	Total Change to Restricted Funds	-\$80,000	\$0	\$0	\$0
S-4	Total General Fund and Forecasted Revenues Available	\$2,676,392	\$2,834,810	\$2,650,928	\$2,650,928
S-5	Amount requested from County Commissioners	\$1,473,235	\$1,517,262	\$1,563,160	\$1,563,160
S-6	Additional Funding Needed :			\$0	\$0

REVENUE SUMMARY		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
S-7	Operating Revenues	\$306,914	\$410,149	\$254,371	\$254,371
S-8	Tax levy (From the County Treasurer)	\$1,473,235	\$1,517,262	\$1,563,160	\$1,563,160
S-9	Government Support	\$65,000	\$65,000	\$65,000	\$65,000
S-10	Grants	\$65,188	\$80,625	\$80,000	\$80,000
S-11	Other County Support (Not from Co. Treas.)	\$0	\$0	\$0	\$0
S-12	Miscellaneous	\$5,802	\$1,185	\$1,647	\$1,647
S-13	Other Forecasted Revenue	\$164	\$500	\$750	\$750

S-14	Total Revenue	\$1,916,303	\$2,074,721	\$1,964,928	\$1,964,928
FY 7/1/20-6/30/21		NATRONA COUNTY WEED and PEST DISTRICT			

EXPENDITURE SUMMARY		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
S-15	Capital Outlay	\$17,190	\$18,995	\$50,000	\$50,000
S-16	Interest and Fees On Debt	\$0	\$0	\$0	\$0
S-17	Administration	\$174,557	\$166,104	\$206,729	\$206,729
S-18	Operations	\$1,653,327	\$1,735,645	\$2,011,798	\$2,011,798
S-19	Indirect Costs	\$208,211	\$230,471	\$255,150	\$255,150
S-20R	Expenditures paid by Reserves	\$80,000	\$0	\$0	\$0
S-20	Total Expenditures	\$2,133,285	\$2,151,215	\$2,523,677	\$2,523,677

DEBT SUMMARY		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
S-21	Principal Paid on Debt	\$0	\$0	\$0	\$0

CASH AND INVESTMENTS		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
S-22	TOTAL GENERAL FUNDS	\$760,089	\$760,089	\$686,000	\$686,000

Summary of Reserve Funds

S-23	Beginning Balance in Reserve Accounts				
S-24	a. Sinking and Debt Service Funds	\$0	\$0	\$0	\$0
S-25	b. Reserves	\$105,000	\$25,000	\$25,000	\$25,000
S-26	c. Bond Funds	\$0	\$0	\$0	\$0
	Total Reserves (a+b+c)	\$105,000	\$25,000	\$25,000	\$25,000
S-27	Amount to be added				
S-28	a. Sinking and Debt Service Funds	\$0	\$0	\$0	\$0
S-29	b. Reserves	\$0	\$0	\$0	\$0
S-30	c. Bond Funds	\$0	\$0	\$0	\$0
	Total to be added (a+b+c)	\$0	\$0	\$0	\$0
S-31	Subtotal	\$105,000	\$25,000	\$25,000	\$25,000
S-32	Less Total to be spent	\$80,000	\$0	\$0	\$0
S-33	TOTAL RESERVES AT END OF FISCAL YEAR	\$25,000	\$25,000	\$25,000	\$25,000

End of Summary

WESLEY WATERS, BOARD TREASURER
Budget Officer / District Official (if not same as "Submitted by")

Date adopted by Special District _____

DISTRICT ADDRESS: PO BOX 1385
MILLS, WY 82644

PREPARED BY: BRIAN CONNELLY, SUPERVISOR

DISTRICT PHONE: 307-472-5559

Proposed Budget

NATRONA COUNTY WEED and PEST DISTRICT
 NAME OF DISTRICT/BOARD _____

FYE 6/30/2021 _____

PROPERTY TAXES AND ASSESSMENTS

		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
R-1	Property Taxes and Assessments Received				
R-1.1	Tax Levy (From the County Treasurer)	\$1,473,235	\$1,517,262	\$1,563,160	\$1,563,160
R-1.2	Other County Support				

FORECASTED REVENUE

		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
R-2	Revenues from Other Governments				
R-2.1	State Aid				
R-2.2	Additional County Aid (non-treasurer)				
R-2.3	City (or Town) Aid	\$65,000	\$65,000	\$65,000	\$65,000
R-2.4	Other (Specify) <u>COO Admin/Svcs fee</u>				
R-2.5	Total Government Support	\$65,000	\$65,000	\$65,000	\$65,000
R-3	Operating Revenues				
R-3.1	Customer Charges	\$46,892	\$109,366	\$83,341	\$83,341
R-3.2	Sales of Goods or Services	\$260,022	\$300,783	\$171,030	\$171,030
R-3.3	Other Assessments				
R-3.4	Total Operating Revenues	\$306,914	\$410,149	\$254,371	\$254,371
R-4	Grants				
R-4.1	Direct Federal Grants				
R-4.2	Federal Grants thru State Agencies				
R-4.3	Grants from State Agencies	\$65,188	\$80,625	\$80,000	\$80,000
R-4.4	Total Grants	\$65,188	\$80,625	\$80,000	\$80,000
R-5	Miscellaneous Revenue				
R-5.1	Interest	\$5,802	\$1,185	\$1,647	\$1,647
R-5.2	Other: Specify _____				
R-5.3	Other: Additional _____				
R-5.4	Total Miscellaneous	\$5,802	\$1,185	\$1,647	\$1,647
R-5.5	Total Forecasted Revenue	\$442,904	\$556,959	\$401,018	\$401,018
R-6	Other Forecasted Revenue				
R-6.1	a. Other past due-as estimated by Co. Treas.				
R-6.2	b. Other forecasted revenue (specify):				
R-6.3	<u>Accts. Recievable</u>	\$164	\$500		
R-6.4	<u>Misc. (ex. Sale equip.)</u>			\$750	\$750
R-6.5	_____				
R-6.6	Total Other Forecasted Revenue (a+b)	\$164	\$500	\$750	\$750

Proposed Budget

NATRONA COUNTY WEED and PEST DISTRICT
 NAME OF DISTRICT/BOARD

FYE 6/30/2021

CAPITAL OUTLAY BUDGET

		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
E-1	Capital Outlay				
E-1.1	Real Property	\$169	\$0	\$5,000	\$5,000
E-1.2	Vehicles	\$0	\$0	\$25,000	\$25,000
E-1.3	Office Equipment	\$4,553	\$1,681	\$4,000	\$4,000
E-1.4	Other (Specify)				
E-1.5	<u>Spray equipment</u>	\$1,654	\$1,500	\$2,000	\$2,000
E-1.6	<u>Trailer</u>	\$0	\$5,000	\$5,000	\$5,000
E-1.7	see additional details	\$10,814	\$10,814	\$9,000	\$9,000
E-1.8	TOTAL CAPITAL OUTLAY	\$17,190	\$18,995	\$50,000	\$50,000

ADMINISTRATION BUDGET

		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
E-2	Personnel Services				
E-2.1	Administrator	\$70,067	\$70,522	\$67,912	\$67,912
E-2.2	Secretary	\$47,174	\$47,027	\$47,027	\$47,027
E-2.3	Clerical			\$1,500	\$1,500
E-2.4	Other (Specify)				
E-2.5	<u>Compensated Absences</u>			\$8,500	\$8,500
E-2.6	<u>Pension expenses</u>			\$9,000	\$9,000
E-2.7					
E-3	Board Expenses				
E-3.1	Travel	\$1,373	\$0	\$3,000	\$3,000
E-3.2	Mileage	\$1,880	\$1,264	\$2,500	\$2,500
E-3.3	Other (Specify)				
E-3.4	<u>Meeting Registrations</u>	\$1,042	\$3,206	\$2,000	\$2,000
E-3.5	<u>Weed Tour & Misc. Boarc</u>	\$448	\$1,372	\$1,830	\$1,830
E-3.6					
E-4	Contractual Services				
E-4.1	Legal	\$0	\$0	\$0	\$0
E-4.2	Accounting/Auditing	\$15,840	\$14,960	\$17,000	\$17,000
E-4.3	Other (Specify)				
E-4.4	<u>IT consulting</u>	\$7,290	\$2,347	\$4,000	\$4,000
E-4.5	<u>Council dues/Professiona</u>	\$2,670	\$2,610	\$2,670	\$2,670
E-4.6					
E-5	Other Administrative Expenses				
E-5.1	Office Supplies	\$6,260	\$6,779	\$6,000	\$6,000
E-5.2	Office equipment, rent & repair				
E-5.3	Education	\$11,424	\$10,209	\$28,000	\$28,000
E-5.4	Registrations				
E-5.5	Other (Specify)				
E-5.6	<u>Advertising</u>	\$4,763	\$1,248	\$1,500	\$1,500
E-5.7	<u>Bonuses</u>	\$3,790	\$3,898	\$3,790	\$3,790
E-5.8	see additional details	\$536	\$662	\$500	\$500
E-6	TOTAL ADMINISTRATION	\$174,557	\$166,104	\$206,729	\$206,729

Proposed Budget

NATRONA COUNTY WEED and PEST DISTRICT

FYE 6/30/2021

OPERATIONS BUDGET					
		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
E-7	Personnel Services				
E-7.1	Wages--Operations	\$425,885	\$403,101	\$554,777	\$554,777
E-7.2	Service Contracts				
E-7.3	Other (Specify)				
E-7.4	Per Diem	\$5,520	\$3,600	\$7,638	\$7,638
E-7.5	Bonuses	\$866	\$0	\$1,000	\$1,000
E-7.6					
E-8	Travel				
E-8.1	Mileage				
E-8.2	Other (Specify)				
E-8.3	Fuel/oil	\$20,094	\$17,209	\$26,000	\$26,000
E-8.4	Safety equip.	\$3,312	\$3,128	\$3,000	\$3,000
E-8.5					
E-9	Operating supplies (List)				
E-9.1	Pesticides	\$361,483	\$324,254	\$350,000	\$350,000
E-9.2	Biocontrol	\$200	\$10,000	\$30,000	\$30,000
E-9.3					
E-9.4					
E-9.5					
E-10	Program Services (List)				
E-10.1	Mosquito control	\$20,067	\$25,088	\$53,758	\$53,758
E-10.2	City of Casper	\$605,565	\$622,149	\$640,000	\$640,000
E-10.3	Special Projects	\$164,065	\$199,111	\$217,500	\$217,500
E-10.4	Cost-share	\$9,980	\$44,754	\$45,000	\$45,000
E-10.5					
E-11	Contractual Arrangements (List)				
E-11.1	Gen. Repairs/supplies	\$13,037	\$13,266	\$21,000	\$21,000
E-11.2	P/U repair	\$835	\$1,000	\$20,000	\$20,000
E-11.3	ATV repair	\$1,463	\$3,177	\$8,000	\$8,000
E-11.4	Camp Trailer repair	\$0	\$0	\$100	\$100
E-11.5	see additional details	\$19,670	\$17,469	\$23,245	\$23,245
E-12	Other operations (Specify)				
E-12.1	Equipment Rental	\$0	\$0	\$500	\$500
E-12.2	Contractor services	\$1,080	\$48,139	\$1,080	\$1,080
E-12.3	Sales tax	\$205	\$200	\$200	\$200
E-12.4					
E-12.5	see additional details			\$9,000	\$9,000
E-13	TOTAL OPERATIONS	\$1,653,327	\$1,735,645	\$2,011,798	\$2,011,798

Proposed Budget

NATRONA COUNTY WEED and PEST DISTRICT

FYE 6/30/2021

INDIRECT COSTS BUDGET

			2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
E-14	Insurance					
E-14.1	Liability		\$14,683	\$5,848	\$6,000	\$6,000
E-14.2	Buildings and vehicles		\$580	\$9,257	\$12,000	\$12,000
E-14.3	Equipment					
E-14.4	Other (Specify)					
E-14.5	<u>Surety Bonds</u>		\$48	\$200	\$550	\$550
E-14.6						
E-14.7						
E-15	Indirect payroll costs:					
E-15.1	FICA (Social Security) taxes		\$39,967	\$39,251	\$48,000	\$48,000
E-15.2	Workers Compensation		\$14,830	\$19,600	\$20,000	\$20,000
E-15.3	Unemployment Taxes		\$3,294	\$3,734	\$3,500	\$3,500
E-15.4	Retirement		\$65,689	\$78,802	\$75,000	\$75,000
E-15.5	Health Insurance		\$69,072	\$73,683	\$90,000	\$90,000
E-15.6	Other (Specify)					
E-15.7	<u>Misc.</u>		\$48	\$96	\$100	\$100
E-15.8						
E-15.9						
E-17	TOTAL INDIRECT COSTS		\$208,211	\$230,471	\$255,150	\$255,150

DEBT SERVICE BUDGET

			2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
D-1	Debt Service					
D-1.1	Principal					
D-1.2	Interest					
D-1.3	Fees					
D-2	TOTAL DEBT SERVICE		\$0	\$0	\$0	\$0

Proposed Budget

NATRONA COUNTY WEED and PEST DISTRICT
 NAME OF DISTRICT/BOARD

FYE 6/30/2021

GENERAL FUNDS

	2018-2019 Actual	Beginning 2019-2020 Estimated	Beginning 2020-2021 Proposed	Pending Approval
C-1 Balances at Beginning of Fiscal Year				
C-1.1 General Fund Checking Account Balance	\$574,089	\$574,089	\$500,000	\$500,000
C-1.2 Savings and Investments Account Balance		\$0		
C-1.3 General Fund CD Balance	\$186,000	\$186,000	\$186,000	\$186,000
C-1.4 All Other Funds		\$0		
C-1.5 Reserves (From Below)	\$25,000	\$25,000	\$25,000	\$25,000
C-1.6 Total Estimated Cash and Investments on Hand	\$785,089	\$785,089	\$711,000	\$711,000
C-2 General Fund Reductions:				
C-2.1 a. Unpaid bills at FYE				
C-2.2 b. Reserves	\$25,000	\$25,000	\$25,000	\$25,000
C-2.3 Total Deductions (a+b)	\$25,000	\$25,000	\$25,000	\$25,000
C-2.4 Estimated Non-Restricted Funds Available	\$760,089	\$760,089	\$686,000	\$686,000

SINKING & DEBT SERVICE FUNDS

	2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
C-3				
C-3.1 Beginning Balance in Reserve Account (end of previous year)		\$0	\$0	
C-3.2 Date of Reserve Approval in Minutes: _____				
C-3.3 Amount to be added to the reserve				
C-3.4 Date of Reserve Approval in Minutes: _____				
C-3.5 SUB-TOTAL	\$0	\$0	\$0	\$0
C-3.6 Identify the amount and project to be spent				
C-3.7 a. _____				
C-3.8 b. _____				
C-3.9 c. _____				
C-3.10 Date of Reserve Approval in Minutes: _____				
C-3.11 TOTAL CAPITAL OUTLAY (a+b+c)	\$0	\$0	\$0	\$0
C-3.12 Balance to be retained	\$0	\$0	\$0	\$0

RESERVES

	2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
C-4				
C-4.1 Beginning Balance in Reserve Account (end of previous year)	\$105,000	\$25,000	\$25,000	\$25,000
C-4.2 Date of Reserve Approval in Minutes: 7/18/2018				
C-4.3 Amount to be added to the reserve				
C-4.4 Date of Reserve Approval in Minutes: _____				
C-4.5 SUB-TOTAL	\$105,000	\$25,000	\$25,000	\$25,000
C-4.6 Identify the amount and project to be spent				
C-4.7 a. Grasshoppers 2019	\$80,000			
C-4.8 b. _____				
C-4.9 c. _____				
C-4.10 Date of Reserve Approval in Minutes: 7/17/2019				
C-4.11 TOTAL OTHER RESERVE OUTLAY (a+b+c)	\$80,000	\$0	\$0	\$0
C-4.12 Balance to be retained	\$25,000	\$25,000	\$25,000	\$25,000

BOND FUNDS

	2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
C-5				
C-5.1 Beginning Balance in Reserve Account (end of previous year)		\$0	\$0	
C-5.2 Date of Reserve Approval in Minutes: _____				
C-5.3 Amount to be added to the reserve				
C-5.4 Date of Reserve Approval in Minutes: _____				
C-5.5 SUB-TOTAL	\$0	\$0	\$0	\$0
C-5.6 Identify the amount and project to be spent				
C-5.7 Date of Reserve Approval in Minutes: _____				
C-5.8 Balance to be retained	\$0	\$0	\$0	\$0
C-5.9 TOTAL TO BE SPENT	\$80,000	\$0	\$0	\$0

