

Proposed Budget

Weston County Weed & Pest Control District	
Budget Hearing Information	
P.O. Box 411	Location: 35 Fairgrounds Road, Newcastle
Newcastle, WY 82701	Date: 6/20/2018
307-746-4555	Time: 1:30 p.m.
Weston County	Budget Prepared by: Dana Gordon

S-A	BUDGET MESSAGE	W.S. 16-4-104(d)
<p>At this time we are not anticipating any Grant funds for the Mountain Pine Beetle. This is responsible for some of the decrease in our Budget. We are requesting our full two mill. Thank you</p>		

S-B	RESERVE DESCRIPTION
1. Emergency Project	

S-C																									
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Names of Board Members</th> <th style="text-align: left;">Date of End of Term</th> </tr> </thead> <tbody> <tr><td>Donley Darnell - Chairman</td><td>1/31/19</td></tr> <tr><td>Wayne Christensen- Vice Chairman</td><td>1/31/19</td></tr> <tr><td>Clay Branscom-Treasurer</td><td>1/31/21</td></tr> <tr><td>Glenn Materi</td><td>1/31/19</td></tr> <tr><td>Jill Pischke</td><td>1/31/21</td></tr> <tr><td>Scott Sewell</td><td>1/31/21</td></tr> <tr><td>Troy Lynch</td><td>1/31/21</td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> </tbody> </table>	Names of Board Members	Date of End of Term	Donley Darnell - Chairman	1/31/19	Wayne Christensen- Vice Chairman	1/31/19	Clay Branscom-Treasurer	1/31/21	Glenn Materi	1/31/19	Jill Pischke	1/31/21	Scott Sewell	1/31/21	Troy Lynch	1/31/21									<p>Does the district have regular office hours exceeding 20 hours per week? <input checked="" type="checkbox"/> Yes</p> <p>If Yes, enter</p> <p>Address of office: 35 Fairgrounds road</p> <p>City, State, Zip: Newcastle, WY 82701</p> <p>Phone Number: 307-746-4555</p> <p>Hours Open: 8-4 Monday thru Friday</p>
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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		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
S-1	Total Budgeted Expenditures	\$1,652,553	\$1,240,861	\$869,600	\$869,600
S-2	Total Principal to Pay on Debt	\$0	\$0	\$0	\$0
S-3	Total Change to Restricted Funds	\$0	-\$250,000	\$0	\$0
S-4	Total General Fund and Forecasted Revenues Available	\$1,814,780	\$1,081,038	\$870,145	\$870,145
S-5	Amount requested from County Commissioners	\$379,767	\$355,865	\$345,000	\$345,000
S-6	Additional Funding Needed :			\$0	\$0

REVENUE SUMMARY		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
S-7	Operating Revenues	\$304,585	\$159,701	\$166,000	\$166,000
S-8	Tax levy (From the County Treasurer)	\$379,767	\$355,865	\$345,000	\$345,000
S-9	Government Support	\$73,764	\$82,227	\$80,000	\$80,000
S-10	Grants	\$923,428	\$322,470	\$100,000	\$100,000
S-11	Other County Support (Not from Co. Treas.)	\$0	\$0	\$0	\$0
S-12	Miscellaneous	\$1,629	\$1,642	\$1,600	\$1,600
S-13	Other Forecasted Revenue	\$0	\$0	\$0	\$0

S-14	Total Revenue	\$1,683,173	\$921,905	\$692,600	\$692,600
FY 7/1/18-6/30/19		Weston County Weed & Pest Control District			

EXPENDITURE SUMMARY		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
S-15	Capital Outlay	\$45,259	\$1,000	\$12,000	\$12,000
S-16	Interest and Fees On Debt	\$0	\$0	\$0	\$0
S-17	Administration	\$110,258	\$116,331	\$128,850	\$128,850
S-18	Operations	\$1,409,132	\$1,038,631	\$633,150	\$633,150
S-19	Indirect Costs	\$87,904	\$84,899	\$95,600	\$95,600
S-20	Total Expenditures	\$1,652,553	\$1,240,861	\$869,600	\$869,600

DEBT SUMMARY		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
S-21	Principal Paid on Debt	\$0	\$0	\$0	\$0

CASH AND INVESTMENTS		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
S-22	TOTAL GENERAL FUNDS	\$131,607	\$159,133	\$177,545	\$177,545

Summary of Reserve Funds

S-23	Beginning Balance in Reserve Accounts				
S-24	a. Depreciation Reserve	\$100,000	\$100,000	\$100,000	\$100,000
S-25	b. Other Reserve	\$250,000	\$250,000	\$0	\$0
S-26	c. Emergency Reserve (Cash)	\$105,050	\$105,050	\$105,050	\$105,050
	Total Reserves (a+b+c)	\$455,050	\$455,050	\$205,050	\$205,050
S-27	Amount to be added				
S-28	a. Depreciation Reserve	\$0	\$0	\$0	\$0
S-29	b. Other Reserve	\$0	\$0	\$0	\$0
S-30	c. Emergency Reserve (Cash)	\$0	\$0	\$0	\$0
	Total to be added (a+b+c)	\$0	\$0	\$0	\$0
S-31	Subtotal	\$455,050	\$455,050	\$205,050	\$205,050
S-32	Less Total to be spent	\$0	\$250,000	\$0	\$0
S-33	TOTAL RESERVES AT END OF FISCAL YEAR	\$455,050	\$205,050	\$205,050	\$205,050

End of Summary

Budget Officer / District Official (if not same as "Submitted by")

Date adopted by Special District _____

DISTRICT ADDRESS: P.O. Box 411
Newcastle, Wy 82701

PREPARED BY: Dana Gordon _____

DISTRICT PHONE: 307-746-4555 _____

Prepared in compliance with the Uniform Municipal Fiscal Procedures Act (W.S. 16-4-101 through 124) as it applies.

3/27/17 Form approved by Wyoming Department of Audit, Public Funds Division

Proposed Budget

Weston County Weed & Pest Control District

FYE 6/30/2019

NAME OF DISTRICT/BOARD

PROPERTY TAXES AND ASSESSMENTS

		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
R-1	Property Taxes and Assessments Received				
R-1.1	Tax Levy (From the County Treasurer)	\$379,767	\$355,865	\$345,000	\$345,000
R-1.2	Other County Support				

FORECASTED REVENUE

		2016-2017 Actual	2017-2018 Estimated	2018-2019 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				
R-2.4	Other (Specify) Sales to Government	\$73,764	\$82,227	\$80,000	\$80,000
R-2.5	Total Government Support	\$73,764	\$82,227	\$80,000	\$80,000
R-3	Operating Revenues				
R-3.1	Customer Charges				
R-3.2	Sales of Goods or Services	\$304,585	\$159,701	\$166,000	\$166,000
R-3.3	Other Assessments				
R-3.4	Total Operating Revenues	\$304,585	\$159,701	\$166,000	\$166,000
R-4	Grants				
R-4.1	Direct Federal Grants				
R-4.2	Federal Grants thru State Agencies	\$923,428	\$322,470	\$100,000	\$100,000
R-4.3	Grants from State Agencies				
R-4.4	Total Grants	\$923,428	\$322,470	\$100,000	\$100,000
R-5	Miscellaneous Revenue				
R-5.1	Interest	\$1,629	\$1,642	\$1,600	\$1,600
R-5.2	Other: Specify				
R-5.3	Other: Additional				
R-5.4	Total Miscellaneous	\$1,629	\$1,642	\$1,600	\$1,600
R-5.5	Total Forecasted Revenue	\$1,303,406	\$566,040	\$347,600	\$347,600
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	_____				
R-6.4	_____				
R-6.5	_____				
R-6.6	Total Other Forecasted Revenue (a+b)	\$0	\$0	\$0	\$0

Proposed Budget

Weston County Weed & Pest Control District

FYE 6/30/2019

NAME OF DISTRICT/BOARD

CAPITAL OUTLAY BUDGET

		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
E-1	Capital Outlay				
E-1.1	Real Property	\$0	\$0	\$1,000	\$1,000
E-1.2	Vehicles	\$39,645	\$0	\$0	
E-1.3	Office Equipment	\$1,594	\$0	\$1,000	\$1,000
E-1.4	Other (Specify)				
E-1.5	<u>Small Equipment</u>	\$4,020	\$1,000	\$10,000	\$10,000
E-1.6	_____				
E-1.7	_____				
E-1.8	TOTAL CAPITAL OUTLAY	\$45,259	\$1,000	\$12,000	\$12,000

ADMINISTRATION BUDGET

		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
E-2	Personnel Services				
E-2.1	Administrator	\$45,919	\$46,725	\$50,000	\$50,000
E-2.2	Secretary	\$41,535	\$42,751	\$49,000	\$49,000
E-2.3	Clerical	\$1,200	\$2,000	\$2,500	\$2,500
E-2.4	Other (Specify)				
E-2.5	_____				
E-2.6	_____				
E-2.7	_____				
E-3	Board Expenses				
E-3.1	Travel				
E-3.2	Mileage	\$2,417	\$2,907	\$3,500	\$3,500
E-3.3	Other (Specify)				
E-3.4	_____				
E-3.5	_____				
E-3.6	_____				
E-4	Contractual Services				
E-4.1	Legal	\$220	\$350	\$350	\$350
E-4.2	Accounting/Auditing	\$8,500	\$8,500	\$9,000	\$9,000
E-4.3	Other (Specify)				
E-4.4	<u>Computer repairs</u>			\$300	\$300
E-4.5	_____				
E-4.6	_____				
E-5	Other Administrative Expenses				
E-5.1	Office Supplies	\$2,212	\$1,600	\$2,600	\$2,600
E-5.2	Office equipment, rent & repair	\$0	\$1,198	\$1,000	\$1,000
E-5.3	Education	\$586	\$2,300	\$2,000	\$2,000
E-5.4	Registrations	\$2,525	\$3,000	\$3,000	\$3,000
E-5.5	Other (Specify)				
E-5.6	<u>Postage and telephone</u>	\$5,144	\$5,000	\$5,600	\$5,600
E-5.7	_____				
E-5.8	_____				
E-6	TOTAL ADMINISTRATION	\$110,258	\$116,331	\$128,850	\$128,850

Proposed Budget

OPERATIONS BUDGET					
		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
E-7	Personnel Services				
E-7.1	Wages--Operations	\$104,580	\$123,000	\$145,600	\$145,600
E-7.2	Service Contracts	\$139,100	\$296,592	\$132,000	\$132,000
E-7.3	Other (Specify)				
E-7.4	40% Dist Supervisor	\$30,613	\$29,750	\$34,000	\$34,000
E-7.5					
E-7.6					
E-8	Travel				
E-8.1	Mileage				
E-8.2	Other (Specify)				
E-8.3	Motels & Meals	\$2,364	\$2,308	\$3,400	\$3,400
E-8.4					
E-8.5					
E-9	Operating supplies (List)				
E-9.1	Gas & Oil	\$14,614	\$10,000	\$20,000	\$20,000
E-9.2	Chemical	\$182,531	\$165,000	\$180,000	\$180,000
E-9.3	Shop Supplies	\$2,956	\$3,000	\$8,000	\$8,000
E-9.4	MPB Supplies	\$2,722	\$1,209	\$0	
E-9.5					
E-10	Program Services (List)				
E-10.1	Advertisement	\$69	\$100	\$500	\$500
E-10.2	Bonds	\$484	\$485	\$600	\$600
E-10.3	GIS & Bio Control	\$0	\$1,000	\$1,000	\$1,000
E-10.4	Spring Workshop	\$0	\$2,215	\$0	
E-10.5					
E-11	Contractual Arrangements (List)				
E-11.1	Helicopter-White Top	\$47,568	\$45,700	\$45,000	\$45,000
E-11.2	Helicopter-Spurge	\$8,859	\$50,000	\$45,000	\$45,000
E-11.3	MPB Spotters & Cutters	\$858,054	\$296,592	\$0	
E-11.4	Drug Testing	\$586	\$400	\$1,050	\$1,050
E-11.5					
E-12	Other operations (Specify)				
E-12.1	Utilities	\$2,636	\$3,562	\$5,000	\$5,000
E-12.2	Equipment repairs	\$1,798	\$4,017	\$6,000	\$6,000
E-12.3	Other Repairs	\$9,598	\$3,701	\$6,000	\$6,000
E-12.4					
E-12.5					
E-13	TOTAL OPERATIONS	\$1,409,132	\$1,038,631	\$633,150	\$633,150

Proposed Budget

Weston County Weed & Pest Control District

FYE 6/30/2019

INDIRECT COSTS BUDGET

			2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
E-14	Insurance					
E-14.1	Liability		\$2,751	\$3,783	\$3,800	\$3,800
E-14.2	Buildings and vehicles		\$4,241	\$2,800	\$3,500	\$3,500
E-14.3	Equipment					
E-14.4	Other (Specify)					
E-14.5	_____					
E-14.6	_____					
E-14.7	_____					
E-15	Indirect payroll costs:					
E-15.1	FICA (Social Security) taxes		\$16,443	\$14,799	\$20,000	\$20,000
E-15.2	Workers Compensation		\$6,335	\$6,241	\$6,300	\$6,300
E-15.3	Unemployment Taxes		\$2,882	\$918	\$0	
E-15.4	Retirement		\$23,875	\$24,486	\$29,000	\$29,000
E-15.5	Health Insurance		\$31,377	\$31,872	\$33,000	\$33,000
E-15.6	Other (Specify)					
E-15.7	_____					
E-15.8	_____					
E-15.9	_____					
E-16	Depreciation Expenses					
E-17	TOTAL INDIRECT COSTS		\$87,904	\$84,899	\$95,600	\$95,600

DEBT SERVICE BUDGET

			2016-2017 Actual	2017-2018 Estimated	2018-2019 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

Weston County Weed & Pest Control District

FYE 6/30/2019

NAME OF DISTRICT/BOARD

GENERAL FUNDS

		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
C-1	Balances at Beginning of Fiscal Year				
C-1.1	General Fund Checking Account Balance	\$131,607	\$159,133	\$160,000	\$160,000
C-1.2	Savings and Investments Account Balance			\$17,545	\$17,545
C-1.3	General Fund CD Balance				
C-1.4	All Other Funds				
C-1.5	Reserves (From Below)	\$455,050	\$205,050	\$205,050	\$205,050
C-1.6	Total Estimated Cash and Investments on Hand	\$586,657	\$364,183	\$382,595	\$382,595

		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
C-2	General Fund Reductions:				
C-2.1	a. Unpaid bills at FYE				
C-2.2	b. Reserves	\$455,050	\$205,050	\$205,050	\$205,050
C-2.3	Total Deductions (a+b)	\$455,050	\$205,050	\$205,050	\$205,050
C-2.4	Estimated Non-Restricted Funds Available	\$131,607	\$159,133	\$177,545	\$177,545

DEPRECIATION RESERVE (CAPITAL OUTLAY - REPLACEMENT)

		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
C-3					
C-3.1	Beginning Balance in Reserve Account (end of previous year)	\$100,000	\$100,000	\$100,000	\$100,000
C-3.2	<i>Date of Reserve Approval in Minutes:</i> _____				
C-3.3	Amount to be added to the reserve				
C-3.4	<i>Date of Reserve Approval in Minutes:</i> _____				
C-3.5	SUB-TOTAL	\$100,000	\$100,000	\$100,000	\$100,000
C-3.6	Identify the amount to be spent from "Reserve for Capital Outlay"				
C-3.7	a. _____				
C-3.8	b. _____				
C-3.9	c. _____				
C-3.10	<i>Date of Reserve Approval in Minutes:</i> _____				
C-3.11	TOTAL CAPITAL OUTLAY (a+b+c)	\$0	\$0	\$0	\$0
C-3.12	Balance to be retained in Depreciation Reserve Account	\$100,000	\$100,000	\$100,000	\$100,000

OTHER RESTRICTED FUND BALANCES - RESERVE (LEGALLY ENFORCED)

		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
C-4					
C-4.1	Beginning Balance in Reserve Account (end of previous year)	\$250,000	\$250,000	\$0	
C-4.2	<i>Date of Reserve Approval in Minutes:</i> _____				
C-4.3	Amount to be added to the reserve				
C-4.4	<i>Date of Reserve Approval in Minutes:</i> _____				
C-4.5	SUB-TOTAL	\$250,000	\$250,000	\$0	\$0
C-4.6	Identify the amount and project to be spent from "Other F				
C-4.7	a. Building purchase		\$250,000		
C-4.8	b. _____				
C-4.9	c. _____				
C-4.10	<i>Date of Reserve Approval in Minutes:</i> _____				
C-4.11	TOTAL OTHER RESERVE OUTLAY (a+b+c)	\$0	\$250,000	\$0	\$0
C-4.12	Balance to be retained in Other Reserve Account	\$250,000	\$0	\$0	\$0

ASSIGNED FUND BALANCE (EMERGENCY RESERVE - NOT COMMITTED)

		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
C-5					
C-5.1	Beginning Balance in Reserve Account (end of previous year)	\$105,050	\$105,050	\$105,050	\$105,050
C-5.2	<i>Date of Reserve Approval in Minutes:</i> _____				
C-5.3	Amount to be added to the reserve				
C-5.4	<i>Date of Reserve Approval in Minutes:</i> _____				
C-5.5	SUB-TOTAL	\$105,050	\$105,050	\$105,050	\$105,050
C-5.6	Amount to be spent from Emergency Reserve (Cash)				
C-5.7	<i>Date of Reserve Approval in Minutes:</i> _____				
C-5.8	Balance to be retained in Assigned Fund Balance	\$105,050	\$105,050	\$105,050	\$105,050
C-5.9	TOTAL TO BE SPENT	\$0	\$250,000	\$0	\$0