

## Proposed Budget

Weston County Natural Resource District	
	Budget Hearing Information
1225 Washington Blvd, Suite 3	<b>Location:</b> Office
Newcastle, WY 82701	<b>Date:</b> 5.25.2022
3077463264 ext 4	<b>Time:</b> 3:00 PM
Weston County	<b>Budget Prepared by:</b> Caleb Carter

<b>S-A</b>	<b>BUDGET MESSAGE</b>	W.S. 16-12-403 (c)
<p>Here is our draft budget for the 2023 fiscal year. You will notice that our budget has increased and that we have not spent as much money the last couple of years. We have been holding onto funds in order to have match for grants that we have been pursuing. This has also allowed us to maximize our funds. This year we have received 4 grants from the Wyoming Small Water Projects Program totaling \$73,500. And we are also finally spending a private grant that the district received a few years ago but has been searching for an opportunity to use as match as well, totaling \$45,000. The contract line item has also been increased as the board is considering hiring a part-time office assistant. That will be further explored later this year. Another change is the addition of income through contract work. The district took over the coordination of the fuels mitigation program from the Weston County Fire Protection District and is currently managing the grant that they hold. This is the income from coordinating the grant, estimated at \$10,000.</p>		

<b>S-B</b>	<b>RESERVE DESCRIPTION</b>
<p>The District's reserve accounts are held for use in emergencies or if the District were to lose it's mill levy or other regular funding sources.</p>	

<b>S-C</b>																									
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 80%;">Names of Board Members</th> <th style="width: 20%;">Date of End of Term</th> </tr> </thead> <tbody> <tr><td>David Tysdal</td><td>1/1/25</td></tr> <tr><td>Tucker Hamilton</td><td>1/1/23</td></tr> <tr><td>Emily Hartinger</td><td>1/1/23</td></tr> <tr><td>Gene Norman</td><td>1/1/25</td></tr> <tr><td>Tom Streeter</td><td>1/1/25</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> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> </tbody> </table>	Names of Board Members	Date of End of Term	David Tysdal	1/1/25	Tucker Hamilton	1/1/23	Emily Hartinger	1/1/23	Gene Norman	1/1/25	Tom Streeter	1/1/25													<p>Does the district have regular office hours exceeding 20 hours per week? <span style="float: right; border: 1px solid black; padding: 2px;"><b>Yes</b></span></p> <p><b>If Yes, enter</b></p> <p>Address of office: 1225 Washington Blvd, Suite 3</p> <p>City, State, Zip: Newcastle, WY 82701</p> <p>Phone Number: 307-746-3264 ext 4</p> <p>Hours Open: 8 am to 5 pm</p> <div style="border: 1px solid black; height: 30px; width: 100%; margin-top: 10px;"></div>
Names of Board Members	Date of End of Term																								
David Tysdal	1/1/25																								
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Where are the minutes of your board meeting available for public review?

office

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

Newspaper

Where are the public meetings held?

Office

## PROPOSED BUDGET SUMMARY

OVERVIEW		2020-2021 Actual	2021-2022 Estimated	2022-2023 Proposed	Pending Approval
S-1	<b>Total Budgeted Expenditures</b>	\$142,060	\$330,796	\$423,985	\$423,985
S-2	<b>Total Principal to Pay on Debt</b>	\$0	\$0	\$0	\$0
S-3	<b>Total Change to Restricted Funds</b>	\$10,373	\$10,000	\$10,000	\$10,000
S-4	<b>Total General Fund and Forecasted Revenues Available</b>	\$283,706	\$287,004	\$433,985	\$433,985
S-5	<i>Amount requested from County Commissioners</i>	\$120,657	\$119,675	\$130,996	\$130,996
S-6	<b>Additional Funding Needed :</b>			<b>\$0</b>	<b>\$0</b>

REVENUE SUMMARY		2020-2021 Actual	2021-2022 Estimated	2022-2023 Proposed	Pending Approval
S-7	<b>Operating Revenues</b>	\$12,244	\$12,000	\$15,000	\$15,000
S-8	<b>Tax levy (From the County Treasurer)</b>	\$115,982	\$115,000	\$126,321	\$126,321
S-9	<b>Government Support</b>	\$8,824	\$10,824	\$10,824	\$10,824
S-10	<b>Grants</b>	\$793	\$2,078	\$75,300	\$75,300
S-11	<b>Other County Support (Not from Co. Treas.)</b>	\$4,675	\$4,675	\$4,675	\$4,675
S-12	<b>Miscellaneous</b>	\$4,882	\$6,120	\$3,500	\$3,500
S-13	<b>Other Forecasted Revenue</b>	\$0	\$0	\$55,000	\$55,000

S-14	<b>Total Revenue</b>	\$147,399	\$150,697	\$290,620	\$290,620
FY 7/1/22-6/30/23		Weston County Natural Resource District			

EXPENDITURE SUMMARY		2020-2021 Actual	2021-2022 Estimated	2022-2023 Proposed	Pending Approval
S-15	<b>Capital Outlay</b>	\$0	\$0	\$0	\$0
S-16	<b>Interest and Fees On Debt</b>	\$0	\$0	\$0	\$0
S-17	<b>Administration</b>	\$42,856	\$49,650	\$52,474	\$52,474
S-18	<b>Operations</b>	\$76,451	\$257,596	\$337,320	\$337,320
S-19	<b>Indirect Costs</b>	\$22,753	\$23,550	\$34,191	\$34,191
S-20R	<b>Expenditures paid by Reserves</b>	\$0	\$0	\$0	\$0
S-20	<b>Total Expenditures</b>	\$142,060	\$330,796	\$423,985	\$423,985

DEBT SUMMARY		2020-2021 Actual	2021-2022 Estimated	2022-2023 Proposed	Pending Approval
S-21	<b>Principal Paid on Debt</b>	\$0	\$0	\$0	\$0

CASH AND INVESTMENTS		2020-2021 Actual	2021-2022 Estimated	2022-2023 Proposed	Pending Approval
S-22	<b>TOTAL GENERAL FUNDS</b>	\$136,307	\$136,307	\$143,365	\$143,365
<b>Summary of Reserve Funds</b>					
S-23	<b>Beginning Balance in Reserve Accounts</b>				
S-24	a. Sinking and Debt Service Funds	\$0	\$0	\$0	\$0
S-25	b. Reserves	\$93,859	\$104,231	\$114,231	\$114,231
S-26	c. Bond Funds	\$0	\$0	\$0	\$0
	<b>Total Reserves (a+b+c)</b>	\$93,859	\$104,231	\$114,231	\$114,231
S-27	<b>Amount to be added</b>				
S-28	a. Sinking and Debt Service Funds	\$0	\$0	\$0	\$0
S-29	b. Reserves	\$10,373	\$10,000	\$10,000	\$10,000
S-30	c. Bond Funds	\$0	\$0	\$0	\$0
	<b>Total to be added (a+b+c)</b>	\$10,373	\$10,000	\$10,000	\$10,000
S-31	<b>Subtotal</b>	\$104,231	\$114,231	\$124,231	\$124,231
S-32	<b>Less Total to be spent</b>	\$0	\$0	\$0	\$0
S-33	<b>TOTAL RESERVES AT END OF FISCAL YEAR</b>	\$104,231	\$114,231	\$124,231	\$124,231

*End of Summary*

Date adopted by Special District \_\_\_\_\_

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

**DISTRICT ADDRESS:** 1225 Washington Blvd, Suite 3  
Newcastle, WY 82701

**PREPARED BY:** Caleb Carter

**DISTRICT PHONE:** 3077463264 ext 4



# Proposed Budget

Weston County Natural Resource District

FYE 6/30/2023

NAME OF DISTRICT/BOARD

## PROPERTY TAXES AND ASSESSMENTS

	DOA Chart of Accounts	2020-2021 Actual	2021-2022 Estimated	2022-2023 Proposed	Pending Approval
<b>R-1 Property Taxes and Assessments Received</b>					
R-1.1 <b>Tax Levy (From the County Treasurer)</b>	<b>4001</b>	\$115,982	\$115,000	\$126,321	\$126,321
R-1.2 Other County Support (see note on the right)	<b>4005</b>	\$4,675	\$4,675	\$4,675	\$4,675

## FORECASTED REVENUE

	DOA Chart of Accounts	2020-2021 Actual	2021-2022 Estimated	2022-2023 Proposed	Pending Approval
<b>R-2 Revenues from Other Governments</b>					
R-2.1 State Aid	<b>4211</b>	\$8,824	\$8,824	\$8,824	\$8,824
R-2.2 Additional County Aid (non-treasurer)	<b>4237</b>		\$2,000	\$2,000	\$2,000
R-2.3 City (or Town) Aid	<b>4237</b>				
R-2.4 Other (Specify)	<b>4237</b>				
R-2.5 <b>Total Government Support</b>		\$8,824	\$10,824	\$10,824	\$10,824
<b>R-3 Operating Revenues</b>					
R-3.1 Customer Charges	<b>4300</b>				
R-3.2 Sales of Goods or Services	<b>4300</b>	\$12,244	\$12,000	\$15,000	\$15,000
R-3.3 Other Assessments	<b>4503</b>				
R-3.4 <b>Total Operating Revenues</b>		\$12,244	\$12,000	\$15,000	\$15,000
<b>R-4 Grants</b>					
R-4.1 Direct Federal Grants	<b>4201</b>				
R-4.2 Federal Grants thru State Agencies	<b>4201</b>				
R-4.3 Grants from State Agencies	<b>4211</b>	\$793	\$2,078	\$75,300	\$75,300
R-4.4 <b>Total Grants</b>		\$793	\$2,078	\$75,300	\$75,300
<b>R-5 Miscellaneous Revenue</b>					
R-5.1 Interest	<b>4501</b>	\$479	\$3,800	\$1,000	\$1,000
R-5.2 Other: Specify <u>Sales Tax</u>	<b>4500</b>	\$586	\$720	\$900	\$900
R-5.3 Other: See Addition <u>See Additional Details</u>		\$3,817	\$1,600	\$1,600	\$1,600
R-5.4 <b>Total Miscellaneous</b>		\$4,882	\$6,120	\$3,500	\$3,500
R-5.5 <b>Total Forecasted Revenue</b>		\$26,742	\$31,022	\$104,624	\$104,624
<b>R-6 Other Forecasted Revenue</b>					
R-6.1 a. Other past due as estimated by Co. Treas.	<b>4004</b>				
R-6.2 b. Other forecasted revenue (specify):					
R-6.3 <u>Neiman Grant</u>	<b>4500</b>	\$0	\$0	\$45,000	\$45,000
R-6.4 <u>igation Coordinator</u>	<b>4500</b>	\$0	\$0	\$10,000	\$10,000
R-6.5 _____					
R-6.6 <b>Total Other Forecasted Revenue (a+b)</b>		\$0	\$0	\$55,000	\$55,000

# Proposed Budget

Weston County Natural Resource District

FYE 6/30/2023

NAME OF DISTRICT/BOARD

## CAPITAL OUTLAY BUDGET

	DOA Chart of Accounts	2020-2021 Actual	2021-2022 Estimated	2022-2023 Proposed	Pending Approval
<b>E-1 Capital Outlay</b>					
E-1.1 Real Property	6201				
E-1.2 Vehicles	6210				
E-1.3 Office Equipment	6211				
E-1.4 Other (Specify)					
E-1.5 _____	6200				
E-1.6 _____	6200				
E-1.7 _____					
E-1.8 <b>TOTAL CAPITAL OUTLAY</b>		\$0	\$0	\$0	\$0

## ADMINISTRATION BUDGET

	DOA Chart of Accounts	2020-2021 Actual	2021-2022 Estimated	2022-2023 Proposed	Pending Approval
<b>E-2 Personnel Services</b>					
E-2.1 Administrator	7002	\$23,100	\$23,100	\$24,024	\$24,024
E-2.2 Secretary	7003				
E-2.3 Clerical	7004				
E-2.4 Other (Specify)					
E-2.5 _____	7005				
E-2.6 _____	7005				
E-2.7 _____					
<b>E-3 Board Expenses</b>					
E-3.1 Travel	7011	\$231	\$1,000	\$1,000	\$1,000
E-3.2 Mileage	7012	\$711	\$1,200	\$1,200	\$1,200
E-3.3 Other (Specify)					
E-3.4 _____	7013				
E-3.5 _____	7013				
E-3.6 _____					
<b>E-4 Contractual Services</b>					
E-4.1 Legal	7021				
E-4.2 Accounting/Auditing	7022	\$1,500	\$2,000	\$2,500	\$2,500
E-4.3 Other (Specify)					
E-4.4 _____	7023				
E-4.5 _____	7023				
E-4.6 _____					
<b>E-5 Other Administrative Expenses</b>					
E-5.1 Office Supplies	7031	\$598	\$1,000	\$1,000	\$1,000
E-5.2 Office equipment, rent & repair	7032	\$1,564	\$1,000	\$2,500	\$2,500
E-5.3 Education	7033	\$2,326	\$3,000	\$3,000	\$3,000
E-5.4 Registrations	7034	\$195	\$1,000	\$1,000	\$1,000
E-5.5 Other (Specify)					
E-5.6 State Dues (WACD)	7035	\$8,150	\$8,150	\$8,150	\$8,150
E-5.7 National Dues (NACD)	7035	\$1,000	\$1,000	\$1,000	\$1,000
E-5.8 see additional details		\$3,481	\$7,200	\$7,100	\$7,100
<b>E-6 TOTAL ADMINISTRATION</b>		\$42,856	\$49,650	\$52,474	\$52,474

# Proposed Budget

<b>OPERATIONS BUDGET</b>
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	DOA Chart of Accounts	2020-2021 Actual	2021-2022 Estimated	2022-2023 Proposed	Pending Approval
<b>E-7 Personnel Services</b>					
E-7.1 Wages--Operations	7202	\$23,100	\$23,100	\$24,024	\$24,024
E-7.2 Service Contracts	7203				
E-7.3 Other (Specify)					
E-7.4 _____	7204				
E-7.5 _____	7204				
E-7.6 _____					
<b>E-8 Travel</b>					
E-8.1 Mileage	7211	\$227	\$2,000	\$2,000	\$2,000
E-8.2 Other (Specify)					
E-8.3 _____	7212				
E-8.4 _____	7212				
E-8.5 _____					
<b>E-9 Operating supplies (List)</b>					
E-9.1 Equipment maintenance	7220	\$0	\$250	\$2,000	\$2,000
E-9.2 Publications	7220	\$2,198	\$4,524	\$3,000	\$3,000
E-9.3 _____	7220				
E-9.4 _____	7220				
E-9.5 _____					
<b>E-10 Program Services (List)</b>					
E-10.1 Education Program	7230	\$2,562	\$5,000	\$10,000	\$10,000
E-10.2 Forestry Program	7230	\$6,397	\$105,250	\$78,500	\$78,500
E-10.3 Conservation Cost Share	7230	\$39,709	\$59,400	\$47,000	\$47,000
E-10.4 Water Quality Funds	7230	\$1,378	\$2,078	\$2,000	\$2,000
E-10.5 see additional details		\$498	\$34,425	\$138,015	\$138,015
<b>E-11 Contractual Arrangements (List)</b>					
E-11.1 Contract	7400	\$0	\$20,849	\$29,881	\$29,881
E-11.2 _____	7400				
E-11.3 _____	7400				
E-11.4 _____	7400				
E-11.5 _____					
<b>E-12 Other operations (Specify)</b>					
E-12.1 Sales tax	7450	\$382	\$720	\$900	\$900
E-12.2 _____	7450				
E-12.3 _____	7450				
E-12.4 _____	7450				
E-12.5 _____					
<b>E-13 TOTAL OPERATIONS</b>		\$76,451	\$257,596	\$337,320	\$337,320

# Proposed Budget

Weston County Natural Resource District

FYE 6/30/2023

## INDIRECT COSTS BUDGET

	DOA Chart of Accounts	2020-2021 Actual	2021-2022 Estimated	2022-2023 Proposed	Pending Approval
<b>E-14 Insurance</b>					
E-14.1 Liability	7502	\$500	\$500	\$500	
E-14.2 Buildings and vehicles	7503	\$0	\$1,000	\$0	
E-14.3 Equipment	7504	\$0	\$0	\$0	
E-14.4 Other (Specify)					
E-14.5 Bonding	7505	\$865	\$1,000	\$1,000	
E-14.6 _____	7505				
E-14.7 _____					
<b>E-15 Indirect payroll costs:</b>					
E-15.1 FICA (Social Security) taxes	7511	\$3,561	\$3,600	\$4,000	
E-15.2 Workers Compensation	7512	\$1,111	\$1,300	\$2,000	
E-15.3 Unemployment Taxes	7513	\$81	\$350	\$800	
E-15.4 Retirement	7514	\$4,319	\$4,300	\$8,947	
E-15.5 Health Insurance	7515	\$12,316	\$11,500	\$16,944	
E-15.6 Other (Specify)					
E-15.7 _____	7516				
E-15.8 _____	7516				
E-15.9 _____					
<b>E-17 TOTAL INDIRECT COSTS</b>		<b>\$22,753</b>	<b>\$23,550</b>	<b>\$34,191</b>	<b>\$34,191</b>

## DEBT SERVICE BUDGET

	DOA Chart of Accounts	2020-2021 Actual	2021-2022 Estimated	2022-2023 Proposed	Pending Approval
<b>D-1 Debt Service</b>					
D-1.1 Principal	6401				
D-1.2 Interest	6410				
D-1.3 Fees	6420				
<b>D-2 TOTAL DEBT SERVICE</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

# Proposed Budget

Weston County Natural Resource District

FYE 6/30/2023

**NAME OF DISTRICT/BOARD**

<b>GENERAL FUNDS</b>				
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		End of Year	Beginning	Beginning	
C-1	Balances at Beginning of Fiscal Year	2020-2021	2021-2022	2022-2023	Pending
		Actual	Estimated	Proposed	Approval
C-1.1	General Fund Checking	\$136,307	\$136,307	\$143,365	\$143,365
C-1.2	Savings and Investments		\$0		
C-1.3	General Fund CD Balance		\$0		
C-1.4	All Other Funds		\$0		
C-1.5	Reserves (From Below)	\$104,231	\$104,231	\$124,231	\$124,231
C-1.6	<b>Total Estimated Cash and Investments on Hand</b>	<b>\$240,538</b>	<b>\$240,538</b>	<b>\$267,597</b>	<b>\$267,597</b>

C-2	General Fund Reductions:	2010			
C-2.1	a. Unpaid bills at FYE				
C-2.2	b. Reserves	\$104,231	\$114,231	\$124,231	\$124,231
C-2.3	<b>Total Deductions (a+b)</b>	<b>\$104,231</b>	<b>\$114,231</b>	<b>\$124,231</b>	<b>\$124,231</b>
C-2.4	<b>Estimated Non-Restricted Funds Available</b>	<b>\$136,307</b>	<b>\$126,307</b>	<b>\$143,365</b>	<b>\$143,365</b>

	<b>DOA Chart of Accounts</b>			
<b>SINKING &amp; DEBT SERVICE FUNDS</b>	<b>1070</b>			

C-3		2020-2021	2021-2022	2022-2023	Pending
		Actual	Estimated	Proposed	Approval
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	<b>SUB-TOTAL</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
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	<b>TOTAL CAPITAL OUTLAY (a+b+c)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
C-3.12	Balance to be retained	\$0	\$0	\$0	\$0

<b>RESERVES</b>	<b>1090</b>			
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C-4		2020-2021	2021-2022	2022-2023	Pending
		Actual	Estimated	Proposed	Approval
C-4.1	Beginning Balance in Reserve Account (end of previous year)	\$93,859	\$104,231	\$114,231	\$114,231
C-4.2	Date of Reserve Approval in Minutes: _____				
C-4.3	Amount to be added to the reserve	\$10,373	\$10,000	\$10,000	\$10,000
C-4.4	Date of Reserve Approval in Minutes: _____				
C-4.5	<b>SUB-TOTAL</b>	<b>\$104,231</b>	<b>\$114,231</b>	<b>\$124,231</b>	<b>\$124,231</b>
C-4.6	Identify the amount and project to be spent				
C-4.7	a. _____				
C-4.8	b. _____				
C-4.9	c. _____				
C-4.10	Date of Reserve Approval in Minutes: _____				
C-4.11	<b>TOTAL OTHER RESERVE OUTLAY (a+b+c)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
C-4.12	Balance to be retained	\$104,231	\$114,231	\$124,231	\$124,231

<b>BOND FUNDS</b>	<b>1060</b>			
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C-5		2020-2021	2021-2022	2022-2023	Pending
		Actual	Estimated	Proposed	Approval
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	<b>SUB-TOTAL</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
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	<b>TOTAL TO BE SPENT</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>