

Proposed Budget

CONVERSE COUNTY WEED AND PEST	
Budget Hearing Information	
PO BOX 728	Location: Converse County Weed and Pest Office
DOUGLAS, WY 82633	Date: July 6th, 2020
(307) 358-2775	Time: 5:00 PM
Converse County	Budget Prepared by: Shaynna Hofstetter

S-A	BUDGET MESSAGE	W.S. 16-4-104(d)
	<p>The Converse County Weed and Pest Control District submits this Budget to adequately finance a program of controlling designated noxious weeds and pests in Converse County. The program will continue with an 80% cost share on chemicals, renting equipment for adequate control, work at a minimum charge and control of prairie dogs, mosquitoes, grasshoppers and County road right-of-way noxious weed problems.</p>	

S-B	RESERVE DESCRIPTION
	<p>The Converse County Weed and Pest Control District respectfully submits this budget to the Commissioners of Converse County for their consideration and approval. Reserves held by Converse County Weed and Pest are to be used in the case of emergencies such as unpredicted insect invasion, weed explosions, fires, accidents, etc.</p>

S-C		Does the district have regular office hours exceeding 20 hours per week?
Names of Board Members	Date of End of Term	<input type="checkbox"/> No <input checked="" type="checkbox"/> Yes
John Sullivan	1/31/23	<p>If Yes, enter</p> Address of office: 59 Highway 59 City, State, Zip: Douglas, WY, 82633 Phone Number: 307-358-2775 Hours Open: Winter hours 8:00-12:00 1:00-4:00 Summer 7:00-4:00
Garret Falkenburg	1/31/21	
Larry Reed	1/31/21	
Jess Dickau	1/31/21	
Chuck Pellatz	1/31/21	
Brady Vollman	1/31/23	
William Grant	1/31/23	

Where are the minutes of your board meeting available for public review?
 Converse County Weed and Pest Office

How and where are the notices of meeting posted for the public?
 In the Douglas Budget and Glenrock Independent Newspapers

Where are the public meetings held?
 Converse County Weed and Pest Office

PROPOSED BUDGET SUMMARY

OVERVIEW		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
S-1	Total Budgeted Expenditures	\$1,858,573	\$1,824,373	\$2,979,300	\$2,979,300
S-2	Total Principal to Pay on Debt	\$0	\$0	\$0	\$0
S-3	Total Change to Restricted Funds	\$0	\$0	\$0	\$0
S-4	Total General Fund and Forecasted Revenues Available	\$3,092,266	\$3,461,292	\$3,610,800	\$3,610,800
S-5	Amount requested from County Commissioners	\$868,960	\$928,932	\$850,000	\$850,000
S-6	Additional Funding Needed :			\$0	\$0

REVENUE SUMMARY		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
S-7	Operating Revenues	\$187,764	\$337,954	\$275,000	\$275,000
S-8	Tax levy (From the County Treasurer)	\$868,960	\$928,932	\$850,000	\$850,000
S-9	Government Support	\$0	\$0	\$0	\$0
S-10	Grants	\$0	\$0	\$0	\$0
S-11	Other County Support (Not from Co. Treas.)	\$0	\$0	\$0	\$0
S-12	Miscellaneous	\$604,047	\$762,911	\$1,004,300	\$1,004,300
S-13	Other Forecasted Revenue	\$0	\$0	\$0	\$0

S-14	Total Revenue	\$1,660,771	\$2,029,797	\$2,129,300	\$2,129,300
FY 7/1/20-6/30/21		CONVERSE COUNTY WEED AND PEST			

EXPENDITURE SUMMARY		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
S-15	Capital Outlay	\$20,409	\$1,579	\$72,400	\$72,400
S-16	Interest and Fees On Debt	\$0	\$0	\$0	\$0
S-17	Administration	\$222,213	\$234,950	\$298,206	\$298,206
S-18	Operations	\$1,476,067	\$1,446,598	\$2,432,849	\$2,432,849
S-19	Indirect Costs	\$139,884	\$141,246	\$175,845	\$175,845
S-20R	Expenditures paid by Reserves	\$0	\$0	\$0	\$0
S-20	Total Expenditures	\$1,858,573	\$1,824,373	\$2,979,300	\$2,979,300

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	\$1,431,495	\$1,431,495	\$1,481,500	\$1,481,500

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	\$0	\$0	\$0	\$0
S-26	c. Bond Funds	\$0	\$0	\$0	\$0
	Total Reserves (a+b+c)	\$0	\$0	\$0	\$0
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	\$0	\$0	\$0	\$0
S-32	Less Total to be spent	\$0	\$0	\$0	\$0
S-33	TOTAL RESERVES AT END OF FISCAL YEAR	\$0	\$0	\$0	\$0

End of Summary

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

Date adopted by Special District _____

DISTRICT ADDRESS: PO BOX 728
DOUGLAS, WY 82633

PREPARED BY: Shayna Hofstetter _____

DISTRICT PHONE: _____ 3073582775

Proposed Budget

CONVERSE COUNTY WEED AND PEST
 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)	\$868,960	\$928,932	\$850,000	\$850,000
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				
R-2.4	Other (Specify) _____				
R-2.5	Total Government Support	\$0	\$0	\$0	\$0
R-3	Operating Revenues				
R-3.1	Customer Charges				
R-3.2	Sales of Goods or Services	\$187,764	\$337,954	\$275,000	\$275,000
R-3.3	Other Assessments				
R-3.4	Total Operating Revenues	\$187,764	\$337,954	\$275,000	\$275,000
R-4	Grants				
R-4.1	Direct Federal Grants				
R-4.2	Federal Grants thru State Agencies				
R-4.3	Grants from State Agencies				
R-4.4	Total Grants	\$0	\$0	\$0	\$0
R-5	Miscellaneous Revenue				
R-5.1	Interest	\$18,867	\$5,748	\$25,300	\$25,300
R-5.2	Other: Specify _____				
R-5.3	Other: See Additional _____	\$585,180	\$757,163	\$979,000	\$979,000
R-5.4	Total Miscellaneous	\$604,047	\$762,911	\$1,004,300	\$1,004,300
R-5.5	Total Forecasted Revenue	\$791,811	\$1,100,865	\$1,279,300	\$1,279,300
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

CONVERSE COUNTY WEED AND PEST
 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	\$0	\$0	\$10,000	\$10,000
E-1.2	Vehicles	\$9,100	\$0	\$40,400	\$40,400
E-1.3	Office Equipment	\$2,727	\$94	\$5,000	\$5,000
E-1.4	Other (Specify)				
E-1.5	<u>Other Equipment</u>	\$0	\$48	\$5,000	\$5,000
E-1.6	<u>Building Maintenance & F</u>	\$8,206	\$1,437	\$10,000	\$10,000
E-1.7	see additional details	\$376		\$2,000	\$2,000
E-1.8	TOTAL CAPITAL OUTLAY	\$20,409	\$1,579	\$72,400	\$72,400

ADMINISTRATION BUDGET

		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
E-2	Personnel Services				
E-2.1	Administrator	\$197,606	\$188,087	\$227,106	\$227,106
E-2.2	Secretary				
E-2.3	Clerical				
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				
E-3.3	Other (Specify)				
E-3.4	<u>Board Expenses</u>	\$13,759	\$13,979	\$25,000	\$25,000
E-3.5	<u>Council Dues</u>	\$2,500	\$2,500	\$2,500	\$2,500
E-3.6					
E-4	Contractual Services				
E-4.1	Legal				
E-4.2	Accounting/Auditing				
E-4.3	Other (Specify)				
E-4.4	_____				
E-4.5	_____				
E-4.6					
E-5	Other Administrative Expenses				
E-5.1	Office Supplies	\$7,538	\$3,685	\$8,000	\$8,000
E-5.2	Office equipment, rent & repair				
E-5.3	Education	\$80	\$864	\$8,000	\$8,000
E-5.4	Registrations				
E-5.5	Other (Specify)				
E-5.6	<u>Mapping</u>	\$0	\$25,000	\$25,000	\$25,000
E-5.7	<u>Printing</u>	\$0	\$0	\$1,600	\$1,600
E-5.8	see additional details	\$730	\$835	\$1,000	\$1,000
E-6	TOTAL ADMINISTRATION	\$222,213	\$234,950	\$298,206	\$298,206

Proposed Budget

CONVERSE COUNTY WEED AND PEST

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		\$60,721	\$31,171	\$125,000	\$125,000
E-7.2	Service Contracts					
E-7.3	Other (Specify)					
E-7.4	_____					
E-7.5	_____					
E-7.6	_____					
E-8	Travel					
E-8.1	Mileage		\$728	\$844	\$6,000	\$6,000
E-8.2	Other (Specify)					
E-8.3	_____					
E-8.4	_____					
E-8.5	_____					
E-9	Operating supplies (List)					
E-9.1	Training		\$1,006	\$664	\$1,500	\$1,500
E-9.2	General Repairs		\$11,401	\$7,590	\$16,000	\$16,000
E-9.3	Parts		\$21,324	\$11,218	\$20,000	\$20,000
E-9.4	Spray Equipment		\$58,594	\$6,863	\$45,000	\$45,000
E-9.5	see additional details		\$27,775	\$21,474	\$44,000	\$44,000
E-10	Program Services (List)					
E-10.1	Pesticide Supplies		\$547,106	\$634,404	\$800,000	\$800,000
E-10.2	Special Projects		\$292,527	\$290,128	\$775,000	\$775,000
E-10.3	Mosquito Control		\$47,752	-\$4,050	\$50,000	\$50,000
E-10.4	Bio Control		\$3,750	\$25,000	\$30,000	\$30,000
E-10.5	_____					
E-11	Contractual Arrangements (List)					
E-11.1	Contractor		\$403,383	\$421,292	\$450,000	\$450,000
E-11.2	_____					
E-11.3	_____					
E-11.4	_____					
E-11.5	_____					
E-12	Other operations (Specify)					
E-12.1	Misellaneous		\$0	\$0	\$0	
E-12.2	Emergency Reserve		\$0	\$0	\$70,349	\$70,349
E-12.3	_____					
E-12.4	_____					
E-12.5	_____					
E-13	TOTAL OPERATIONS		\$1,476,067	\$1,446,598	\$2,432,849	\$2,432,849

Proposed Budget

CONVERSE COUNTY WEED AND PEST

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				
E-14.2	Buildings and vehicles	\$11,364	\$12,226	\$12,000	\$12,000
E-14.3	Equipment				
E-14.4	Other (Specify)				
E-14.5	<u>Bonds</u>	\$250	\$250	\$500	\$500
E-14.6					
E-14.7					
E-15	Indirect payroll costs:				
E-15.1	FICA (Social Security) taxes	\$19,762	\$16,773	\$25,400	\$25,400
E-15.2	Workers Compensation	\$5,304	\$4,197	\$6,000	\$6,000
E-15.3	Unemployment Taxes	\$376	\$166	\$2,000	\$2,000
E-15.4	Retirement	\$32,421	\$31,916	\$38,553	\$38,553
E-15.5	Health Insurance	\$70,407	\$75,718	\$91,392	\$91,392
E-15.6	Other (Specify)				
E-15.7					
E-15.8					
E-15.9					
E-17	TOTAL INDIRECT COSTS	\$139,884	\$141,246	\$175,845	\$175,845

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

CONVERSE COUNTY WEED AND PEST
 NAME OF DISTRICT/BOARD

FYE 6/30/2021

GENERAL FUNDS

	End of Year		Beginning	
	2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
C-1 Balances at Beginning of Fiscal Year				
C-1.1 General Fund Checking Account Balance	\$501	\$501	\$500	\$500
C-1.2 Savings and Investments Account Balance	\$80,994	\$80,994	\$81,000	\$81,000
C-1.3 General Fund CD Balance	\$1,350,000	\$1,350,000	\$1,400,000	\$1,400,000
C-1.4 All Other Funds		\$0		
C-1.5 Reserves (From Below)	\$0	\$0	\$0	\$0
C-1.6 Total Estimated Cash and Investments on Hand	\$1,431,495	\$1,431,495	\$1,481,500	\$1,481,500
C-2 General Fund Reductions:				
C-2.1 a. Unpaid bills at FYE	\$24,413	\$60,941		
C-2.2 b. Reserves	\$0	\$0	\$0	\$0
C-2.3 Total Deductions (a+b)	\$24,413	\$60,941	\$0	\$0
C-2.4 Estimated Non-Restricted Funds Available	\$1,407,082	\$1,370,554	\$1,481,500	\$1,481,500

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)		\$0	\$0	
C-4.2 Date of Reserve Approval in Minutes: _____				
C-4.3 Amount to be added to the reserve				
C-4.4 Date of Reserve Approval in Minutes: _____				
C-4.5 SUB-TOTAL	\$0	\$0	\$0	\$0
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 TOTAL OTHER RESERVE OUTLAY (a+b+c)	\$0	\$0	\$0	\$0
C-4.12 Balance to be retained	\$0	\$0	\$0	\$0

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	\$0	\$0	\$0	\$0

