

Proposed Budget

Park County Weed and Pest Control District	
Budget Hearing Information	
1067 Road 13	Location: Park County Weed and Pest Office
Powell, WY 82435	Date:
307-754-4521	Time:
Park County	Budget Prepared by: Josh Shorb

S-1 BUDGET MESSAGE W.S. 16-4-104(d)

This budget reflects the recent downturn in the Park County economy. The county valuation plunged 26.8% for this upcoming fiscal year and this budget reflects that. We reduced expenses in every single category, drastically cut programs and cost share programs, and eliminated any new equipment or vehicles/atv's. We have been able to put money into reserves in the last several years and that has been eliminated in this budget. We still have a strong budget reserve going forward that will help weather any further downturns in the economy. This budget does not take any funds from reserves and use them for any ongoing expenses. The Board was clear that they did not want to use any reserves for this fiscal year. We have increased some of our revenues this fiscal year which will help cushion the large downturn. We have received increases from our federal contracts (USFS, BLM), grants (RMEF and RAC), and have increased the resale price of our chemicals.

PROPOSED BUDGET SUMMARY

OVERVIEW	2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Pending Approval
S-1 Total Budgeted Expenditures	\$1,462,435	\$1,646,678	\$1,639,181	\$1,639,181
S-2 Total Principal to Pay on Debt	\$0	\$0	\$0	\$0
S-3 Total to be added to Restricted Funds	\$117,992	\$67,255	\$0	\$0
S-4 Total General Fund and Forecasted Revenues	\$1,808,262	\$2,046,443	\$1,691,435	\$1,691,435
S-5 Amount requested from County Commissioners	\$973,245	\$980,897	\$636,661	\$636,661
S-6 Additional Funding Needed :			\$0	\$0

Park County Weed and Pest Control District

REVENUE SUMMARY	2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Pending Approval
S-7 Operating Revenues	\$245,131	\$315,584	\$340,000	\$340,000
S-8 Tax levy (From the County Treasurer)	\$973,245	\$980,897	\$636,661	\$636,661
S-9 Government Support	\$382,258	\$390,988	\$354,000	\$354,000
S-10 Grants	\$8,000	\$19,000	\$53,500	\$53,500
S-11 Other County Support (Not from Co. Treas.)	\$0	\$0	\$0	\$0
S-12 Miscellaneous	\$4,096	\$2,775	\$6,200	\$6,200
S-13 Other Forecasted Revenue	\$40,359	\$61,305	\$137,000	\$137,000
S-14 Total Revenue	\$1,653,089	\$1,770,549	\$1,527,361	\$1,527,361

EXPENDITURE SUMMARY		2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Pending Approval
S-15	Capital Outlay	\$21,831	\$53,389	\$1,000	\$1,000
S-16	Interest and Fees On Debt	\$0	\$0	\$0	\$0
S-17	Administration	\$109,017	\$104,562	\$111,800	\$111,800
S-18	Operations	\$1,212,627	\$1,354,306	\$1,381,838	\$1,381,838
S-19	Indirect Costs	\$118,960	\$134,421	\$144,543	\$144,543
S-20	Total Expenditures	\$1,462,435	\$1,646,678	\$1,639,181	\$1,639,181

DEBT SUMMARY		2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Pending Approval
S-21	Principal Paid on Debt	\$0	\$0	\$0	\$0

CASH AND INVESTMENTS		2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Pending Approval
S-22	TOTAL GENERAL FUNDS	\$155,173	\$275,894	\$164,074	\$164,074

Summary of Reserve Funds

S-23	Beginning Balance in Reserve Accounts				
S-24	a. Depreciation Reserve	\$158,753	\$181,745	\$217,138	\$217,138
S-25	b. Other Reserve	\$170,500	\$265,500	\$273,500	\$273,500
S-26	c. Emergency Reserve (Cash)	\$100,000	\$100,000	\$100,000	\$100,000
	Total Reserves (a+b+c)	\$429,253	\$547,245	\$590,638	\$590,638
S-27	Amount to be added				
S-28	a. Depreciation Reserve	\$22,992	\$59,255	\$0	\$0
S-29	b. Other Reserve	\$95,000	\$8,000	\$0	\$0
S-30	c. Emergency Reserve (Cash)	\$0	\$0	\$0	\$0
	Total to be added (a+b+c)	\$117,992	\$67,255	\$0	\$0
S-31	Subtotal	\$547,245	\$614,500	\$590,638	\$590,638
S-32	Less Total to be spent	\$0	\$23,862	\$0	\$0
S-33	TOTAL RESERVES AT END OF FISCAL YEAR	\$547,245	\$590,638	\$590,638	\$590,638

End of Summary

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

Date adopted by Special District _____

DISTRICT ADDRESS: 1067 Road 13
Powell, WY 82435

PREPARED BY: Josh Shorb

DISTRICT PHONE: 307-754-4521

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

Form approved by Wyoming Department of Audit, Public Funds Division



Proposed Budget

Park County Weed and Pest Control District

FYE 6/30/2017

NAME OF DISTRICT/BOARD

PROPERTY TAXES AND ASSESSMENTS

		2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Pending Approval
R-1	Property Taxes and Assessments Received				
R-1.1	Tax Levy (From the County Treasurer)	\$973,245	\$980,897	\$636,661	\$636,661
R-1.2	Other County Support				

FORECASTED REVENUE

		2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Pending Approval
R-2	Revenues from Other Governments				
R-2.1	State Aid	\$86,141	\$82,738	\$80,000	\$90,000
R-2.2	Additional County Aid (non-treasurer)				
R-2.3	City (or Town) Aid				
R-2.4	Other (Specify) <u>USFS, BOR, BLM</u>	\$296,117	\$308,250	\$274,000	\$274,000
R-2.5	Total Government Support	\$382,258	\$390,988	\$354,000	\$354,000
R-3	Operating Revenues				
R-3.1	Customer Charges				
R-3.2	Sales of Goods or Services	\$245,131	\$315,584	\$340,000	\$340,000
R-3.3	Other Assessments				
R-3.4	Total Operating Revenues	\$245,131	\$315,584	\$340,000	\$340,000
R-4	Grants				
R-4.1	Direct Federal Grants			\$40,000	\$40,000
R-4.2	Federal Grants thru State Agencies	\$8,000	\$19,000	\$10,000	\$10,000
R-4.3	Grants from State Agencies			\$3,500	\$3,500
R-4.4	Total Grants	\$8,000	\$19,000	\$53,500	\$53,500
R-5	Miscellaneous Revenue				
R-5.1	Interest	\$996	\$2,775	\$1,200	\$1,200
R-5.2	Other: Specify <u>Misc. Grants</u>	\$3,100	\$0	\$5,000	\$5,000
R-5.3	Other: Additional				
R-5.4	Total Miscellaneous	\$4,096	\$2,775	\$6,200	\$6,200
R-5.5	Total Forecasted Revenue	\$639,485	\$728,347	\$753,700	\$753,700
R-6	Other Forecasted Revenue				
R-6.1	a. Other past due-as estimated by Co. Treas.	\$0	\$0	\$87,000	\$97,000
R-6.2	b. Other forecasted revenue (specify):				
R-6.3	<u>Reimbursements</u>	\$32,721	\$47,602	\$40,000	\$40,000
R-6.4	<u>Sales Tax Collected</u>	\$7,638	\$8,203	\$10,000	\$10,000
R-6.5	<u>See Additional Details</u>		\$5,500		
R-6.6	Total Other Forecasted Revenue (a+b) with additional details	\$40,359	\$61,305	\$137,000	\$137,000

Proposed Budget

Park County Weed and Pest Control District

FYE 6/30/2017

NAME OF DISTRICT/BOARD

CAPITAL OUTLAY BUDGET

		2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Pending Approval
E-1	Capital Outlay				
E-1.1	Real Property			\$0	
E-1.2	Vehicles		\$31,494	\$0	
E-1.3	Office Equipment	\$6,481	\$2,157	\$0	
E-1.4	Other (Specify)				
E-1.5	<u>Buildings and Grounds</u>	\$15,350	\$18,460	\$1,000	\$1,000
E-1.6	<u>Loaner Equipment</u>	\$0	\$1,278		
E-1.7					
E-1.8	TOTAL CAPITAL OUTLAY	\$21,831	\$53,389	\$1,000	\$1,000

ADMINISTRATION BUDGET

		2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Pending Approval
E-2	Personnel Services				
E-2.1	Administrator	\$70,900	\$74,800	\$76,700	\$76,700
E-2.2	Secretary				
E-2.3	Clerical				
E-2.4	Other (Specify)				
E-2.5	<u>Health Ins Stipend</u>	\$12,000	\$12,000	\$12,000	\$12,000
E-2.6					
E-2.7					
E-3	Board Expenses				
E-3.1	Travel				
E-3.2	Mileage	\$1,806	\$1,521	\$2,100	\$2,100
E-3.3	Other (Specify)				
E-3.4	<u>Misc. Board Expenses</u>	\$4,968	\$2,610	\$3,000	\$3,000
E-3.5					
E-3.6					
E-4	Contractual Services				
E-4.1	Legal	\$1,157	\$0	\$1,000	\$1,000
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	\$10,173	\$7,156	\$10,000	\$10,000
E-5.2	Office equipment, rent & repair				
E-5.3	Education				
E-5.4	Registrations	\$4,029	\$4,029	\$4,000	\$4,000
E-5.5	Other (Specify)				
E-5.6	<u>Legal Advertising</u>	\$3,984	\$2,446	\$3,000	\$3,000
E-5.7					
E-5.8					
E-6	TOTAL ADMINISTRATION	\$109,017	\$104,562	\$111,800	\$111,800

Proposed Budget

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OPERATIONS BUDGET

			2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Pending Approval
E-7	Personnel Services					
E-7.1	Wages--Operations		\$185,083	\$209,400	\$224,825	\$224,825
E-7.2	Service Contracts		\$1,666	\$2,185	\$2,250	\$2,250
E-7.3	Other (Specify)					
E-7.4	Seasonal Wages		\$154,425	\$161,033	\$180,000	\$180,000
E-7.5	Health Ins Stipend		\$42,000	\$45,000	\$45,000	\$45,000
E-7.6						
E-8	Travel					
E-8.1	Mileage		\$424	\$1,178	\$0	
E-8.2	Other (Specify)					
E-8.3	Travel Expenses		\$7,973	\$8,710	\$4,000	\$4,000
E-8.4						
E-8.5						
E-9	Operating supplies (List)					
E-9.1	Gasoline		\$21,319	\$18,603	\$20,000	\$20,000
E-9.2	Postage		\$1,218	\$1,241	\$2,000	\$2,000
E-9.3	Warehouse Supplies		\$17,042	\$9,820	\$15,000	\$15,000
E-9.4	Repairs		\$21,504	\$32,654	\$21,000	\$21,000
E-9.5						
E-10	Program Services (List)					
E-10.1	Cost Share Programs		\$73,373	\$82,757	\$70,000	\$70,000
E-10.2	Special Programs		\$67,529	\$72,200	\$60,000	\$60,000
E-10.3	Pesticides - Retail/Contra		\$295,038	\$321,175	\$320,000	\$320,000
E-10.4	Application & Safety		\$12,625	\$11,823	\$15,000	\$15,000
E-10.5						
E-11	Contractual Arrangements (List)					
E-11.1	Contract Spraying		\$63,883	\$69,956	\$50,000	\$50,000
E-11.2	WMA's (CRM, USFS)		\$122,822	\$178,125	\$224,000	\$224,000
E-11.3	City of Powell		\$34,494	\$36,325	\$36,325	\$36,325
E-11.4	City of Cody		\$46,940	\$50,438	\$50,438	\$50,438
E-11.5						
E-12	Other operations (Specify)					
E-12.1	Utilities		\$11,700	\$10,475	\$12,000	\$12,000
E-12.2	Education		\$23,931	\$23,005	\$20,000	\$20,000
E-12.3	Sales Tax Paid		\$7,638	\$8,203	\$10,000	\$10,000
E-12.4						
E-12.5						
E-13	TOTAL OPERATIONS		\$1,212,627	\$1,354,306	\$1,381,838	\$1,381,838

Proposed Budget

Park County Weed and Pest Control District

FYE 6/30/2017

INDIRECT COSTS BUDGET

			2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Pending Approval
E-14	Insurance					
E-14.1	Liability		\$5,134	\$5,380	\$5,380	\$5,380
E-14.2	Buildings and vehicles		\$10,765	\$11,429	\$11,500	\$11,500
E-14.3	Equipment					
E-14.4	Other (Specify)					
E-14.5	<u>Surety Bond</u>		\$250	\$250	\$250	\$250
E-14.6	_____					
E-14.7	_____					
E-15	Indirect payroll costs:					
E-15.1	FICA (Social Security) taxes		\$35,480	\$37,806	\$41,197	\$41,197
E-15.2	Workers Compensation		\$9,532	\$9,723	\$9,801	\$9,801
E-15.3	Unemployment Taxes		\$2,231	\$6,796	\$10,000	\$10,000
E-15.4	Retirement		\$49,675	\$56,209	\$59,587	\$59,587
E-15.5	Health Insurance		\$5,893	\$6,828	\$6,828	\$6,828
E-15.6	Other (Specify)					
E-15.7	_____					
E-15.8	_____					
E-15.9	_____					
E-16	Depreciation Expenses					
E-17	TOTAL INDIRECT COSTS		\$118,960	\$134,421	\$144,543	\$144,543

DEBT SERVICE BUDGET

			2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Pending Approval
D-1	Debt Service					
D-1.1	Principal		\$0			
D-1.2	Interest		\$0			
D-1.3	Fees		\$0			
D-2	TOTAL DEBT SERVICE		\$0	\$0	\$0	\$0

Proposed Budget

Park County Weed and Pest Control District

FYE 6/30/2017

NAME OF DISTRICT/BOARD

GENERAL FUNDS

		2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Pending Approval
C-1	Balances at End of Fiscal Year				
C-1.1	General Fund Checking Account Balance				
C-1.2	Savings and Investments Account Balance	\$155,173	\$275,894	\$164,074	\$164,074
C-1.3	General Fund CD Balance				
C-1.4	All Other Funds				
C-1.5	Reserves (From Below)	\$547,245	\$590,638	\$590,638	\$590,638
C-1.6	Total Estimated Cash and Investments on Hand	\$702,418	\$866,532	\$754,712	\$754,712
C-2	General Fund Reductions:				
C-2.1	a. Unpaid bills at FYE	\$0	\$0	\$0	
C-2.2	b. Reserves	\$547,245	\$590,638	\$590,638	\$590,638
C-2.3	Total Deductions (a+b)	\$547,245	\$590,638	\$590,638	\$590,638
C-2.4	Estimated Non-Restricted Funds Available	\$155,173	\$275,894	\$164,074	\$164,074

DEPRECIATION RESERVE (CAPITAL OUTLAY - REPLACEMENT)

		2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Pending Approval
C-3					
C-3.1	Balance in Reserve Account, end of previous fiscal year.	\$158,753	\$181,745	\$217,138	\$217,138
C-3.2	Date of Reserve Approval in Minutes: _____				
C-3.3	Amount to be added to the reserve	\$22,992	\$59,255	\$0	
C-3.4	Date of Reserve Approval in Minutes: _____				
C-3.5	SUB-TOTAL	\$181,745	\$241,000	\$217,138	\$217,138
C-3.6	Identify the amount to be spent from "Reserve for Capital Outlay"				
C-3.7	a. Vehicles - Inspector		\$23,862		
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	\$23,862	\$0	\$0
C-3.12	(Line 3 - Line 5)	\$181,745	\$217,138	\$217,138	\$217,138

OTHER RESTRICTED FUND BALANCES - RESERVE (LEGALLY ENFORCED)

		2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Pending Approval
C-4					
C-4.1	Balance in Reserve Account, beginning of budget year	\$170,500	\$265,500	\$273,500	\$273,500
C-4.2	Date of Reserve Approval in Minutes: <u>Jul-15</u>				
C-4.3	Amount to be added to the reserve	\$95,000	\$8,000	\$0	
C-4.4	Date of Reserve Approval in Minutes: <u>Jul-15</u>				
C-4.5	SUB-TOTAL	\$265,500	\$273,500	\$273,500	\$273,500
C-4.6	Identify the amount and project to be spent from "Other"				
C-4.7	a. _____	\$0	\$0	\$0	
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	9 - Line 11)	\$265,500	\$273,500	\$273,500	\$273,500

ASSIGNED FUND BALANCE (EMERGENCY RESERVE - NOT COMMITTED)

		2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Pending Approval
C-5					
C-5.1	Balance in Reserve Account, beginning of budget year	\$100,000	\$100,000	\$100,000	\$100,000
C-5.2	Date of Reserve Approval in Minutes: _____				
C-5.3	Amount to be added to the reserve	\$0	\$0	\$0	
C-5.4	Date of Reserve Approval in Minutes: _____				
C-5.5	SUB-TOTAL	\$100,000	\$100,000	\$100,000	\$100,000
C-5.6	Amount to be spent from Emergency Reserve (Cash)				
C-5.7	Date of Reserve Approval in Minutes: _____				
C-5.8	Balance to be retained in Assigned Fund Balance	\$100,000	\$100,000	\$100,000	\$100,000
C-5.9	TOTAL TO BE SPENT	\$0	\$23,862	\$0	\$0
C-6	Total Cash Available and Forecasted Revenue	\$835,017	\$1,065,546	\$1,054,774	\$1,054,774