

Final Budget

Natrona County Conservation District	
Budget Hearing Information	
5880 Enterprise Drive, Suite 100	Location: 5880 Enterprise Drive, Suite 100 Conference R
Casper, WY 82609	Date: 7/12/2016
307-261-5436, Ext. 5592	Time: 6:00 p.m.
Natrona	Budget Prepared by: Lisa Ogden, District Manager

S-1	BUDGET MESSAGE	W.S. 16-4-104(d)
See Attached Sheet as space too small for required budget message and explanation of line items.		

FINAL BUDGET SUMMARY

OVERVIEW	2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Final Approval
S-1 Total Budgeted Expenditures	\$234,636	\$511,853	\$644,123	\$644,123
S-2 Total Principal to Pay on Debt	\$0	\$0	\$0	\$0
S-3 Total Change to Restricted Funds	-\$26,934	\$117,346	-\$90,937	-\$90,937
S-4 Total General Fund and Forecasted Revenues	\$225,878	\$647,204	\$556,373	\$556,373
S-5 <i>Amount requested from County Commissioners</i>	\$0	\$0	\$0	\$0
S-6 Additional Funding Needed :			\$0	\$0

REVENUE SUMMARY	2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Final Approval
S-7 Operating Revenues	\$8,645	\$14,299	\$10,000	\$10,000
S-8 Tax levy (From the County Treasurer)	\$0	\$0	\$0	\$0
S-9 Government Support	\$68,824	\$108,088	\$79,206	\$79,206
S-10 Grants	\$125,802	\$414,479	\$354,700	\$354,700
S-11 Other County Support (Not from Co. Treas.)	\$0	\$0	\$0	\$0
S-12 Miscellaneous	\$97	\$95,075	\$81,780	\$81,780
S-13 Other Forecasted Revenue	\$0	\$0	\$11,892	\$11,892
S-14 Total Revenue	\$203,368	\$631,941	\$537,578	\$537,578

EXPENDITURE SUMMARY		2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Final Approval
S-15	Capital Outlay	\$0	\$0	\$0	\$0
S-16	Interest and Fees On Debt	\$0	\$0	\$0	\$0
S-17	Administration	\$64,219	\$76,557	\$72,315	\$72,315
S-18	Operations	\$158,383	\$422,778	\$554,178	\$554,178
S-19	Indirect Costs	\$12,034	\$12,518	\$17,630	\$17,630
S-20	Total Expenditures	\$234,636	\$511,853	\$644,123	\$644,123

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

CASH AND INVESTMENTS		2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Final Approval
S-22	TOTAL GENERAL FUNDS	\$22,510	\$15,263	\$18,795	\$18,795

Summary of Reserve Funds

S-23	Beginning Balance in Reserve Accounts				
S-24	a. Depreciation Reserve	\$12,500	\$12,500	\$12,500	\$12,500
S-25	b. Other Reserve	\$63,025	\$36,091	\$153,437	\$153,437
S-26	c. Emergency Reserve (Cash)	\$25,000	\$25,000	\$25,000	\$25,000
	Total Reserves (a+b+c)	\$100,525	\$73,591	\$190,937	\$190,937
S-27	Amount to be added				
S-28	a. Depreciation Reserve	\$0	\$0	\$2,500	\$2,500
S-29	b. Other Reserve	\$0	\$156,564	\$35,000	\$35,000
S-30	c. Emergency Reserve (Cash)	\$0	\$0	\$25,000	\$25,000
	Total to be added (a+b+c)	\$0	\$156,564	\$62,500	\$62,500
S-31	Subtotal	\$100,525	\$230,155	\$253,437	\$253,437
S-32	Less Total to be spent	\$26,934	\$39,218	\$153,437	\$153,437
S-33	TOTAL RESERVES AT END OF FISCAL YEAR	\$73,591	\$190,937	\$100,000	\$100,000

End of Summary

Lisa Ogden, District Manager
 Budget Officer / District Official (if not same as "Submitted by")

Date adopted by Special District 7/12/2016

DISTRICT ADDRESS: 5880 Enterprise Drive, Suite 100
Casper, WY 82609

PREPARED BY: Lisa Ogden, District Manager

DISTRICT PHONE: 307-261-5436, Ext. 5592

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

BUDGET MESSAGE
Natrona County Conservation District
FY2017

Revenues and expenditures have increased throughout the last several years due to grant awards through the Wyoming Department of Agriculture, as well as the Wyoming Department of Environmental Quality through their Non-Point Source 319 Task Force. These funds have been utilized primarily for implementing on-the-ground projects for the purpose of increasing water quality and decreasing water usage by installing pipeline and irrigation structures on both private and county land. Other grant funds are utilized for continued water quality sampling within the Middle North Platte River Watershed. The data received through this sampling has been invaluable to the City, County and State in regards to the potential de-listing of the North Platte River from the Wyoming Department of Environmental Quality's Impaired Waters 303(d) List.

Additional Selenium Project Funding was received in FY2015, and will be received in FY2016, FY2017, and FY2018 from Natrona County and the City of Casper to assist with the implementation of selenium-reducing projects. These projects benefit both the urban and the rural community, as the transportation of the US EPA priority pollutant, selenium, is minimized throughout the watershed by implementing Best Management Practices on irrigated acreage west of Casper, improving water quality for both wildlife and people alike. The NCCD intends to continue seeking out and applying for grants that will provide funding to continue these activities.

The base operating funds that are received annually from both the City of Casper and Natrona County provide for the cash match moneys that are necessary to obtain present and future grants through both state and federal entities, thus furthering the implementation of on-the-ground projects. Without these contributions, the NCCD would be unable to provide the public services that we now provide, and would also lose the ability to obtain grant funds to implement water quality projects.

Cash & Investments Page Further Explanation:

C2.1 - Awaiting payables from WDEQ in amount of \$11,892.00 for reimbursement of grant expenditures in FY2016 but to be received in FY2017 - listed as income for FY2017 in Revenue R5.2.

C3.1 - Depreciation Reserve - Account balance FYE16 \$12,500, to add \$2,500 in FY2017 for total of \$15,000 for vehicle or other capital replacement necessary.

C4.3 - Restricted Reserves - City of Casper Base Funds Support (\$35,000), will be paid in FY2017, to be rolled over to FY2018.

C4.7 - Restricted Reserves - Prepaid Wyo Dept of Ag (WDA) Grant funding paid in FY2016, to be utilized for water quality monitoring in the Middle North Platte Watershed for FY16 - FY17. The amount of \$23,436 rolled from FY16 to FY17, projected to be utilized in FY17.

C4.9 - Restricted Reserves - Prepaid Funding from City of Casper for Operational Base funding - Received in FY16 to be utilized for operational costs and cash match for grants in FY17 (\$35,000). Also, \$95,000 Prepaid funding from City of Casper and Natrona County for Selenium Projects within the Kendrick Watershed, to be utilized for water quality projects (and cash match for grants) to reduce the amount of selenium transported into the North Platte River.

BUDGET MESSAGE
Natrona County Conservation District
FY2017

C5.1 - Emergency Reserves - Account balance FYE16 \$25,000. To add \$25,000 in FY2017 to cover emergency conservation efforts and/or to cover operating expenses for the district for a period of approximately one year in the event of decreased base funding. This would ensure the ability to conclude current grants, continue supporting the public for a one year period, and seek out any additional funding for the continuation of the Natrona County Conservation District.

The NCCD is managed by a District Manager, and supervised by a publically elected Board of Supervisors. The Board of Supervisors is responsible for the proper management of all revenues of the District, and provides oversight on all projects that are implemented with funds from federal and state grants, as well as local support from both the City of Casper and Natrona County.

Final Budget

Natrona County Conservation District

FYE 6/30/2017

NAME OF DISTRICT/BOARD

PROPERTY TAXES AND ASSESSMENTS

		2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Final Approval
R-1	Property Taxes and Assessments Received				
R-1.1	Tax Levy (From the County Treasurer)	\$0	\$0	\$0	
R-1.2	Other County Support	\$0	\$0	\$0	

FORECASTED REVENUE

		2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Final Approval
R-2	Revenues from Other Governments				
R-2.1	State Aid	\$8,824	\$13,088	\$12,706	\$12,706
R-2.2	Additional County Aid (non-treasurer)	\$35,000	\$35,000	\$31,500	\$31,500
R-2.3	City (or Town) Aid	\$25,000	\$60,000	\$35,000	\$35,000
R-2.4	Other (Specify)				
R-2.5	Total Government Support	\$68,824	\$108,088	\$79,206	\$79,206
R-3	Operating Revenues				
R-3.1	Customer Charges				
R-3.2	Sales of Goods or Services	\$8,645	\$14,299	\$10,000	\$10,000
R-3.3	Other Assessments				
R-3.4	Total Operating Revenues	\$8,645	\$14,299	\$10,000	\$10,000
R-4	Grants				
R-4.1	Direct Federal Grants				
R-4.2	Federal Grants thru State Agencies	\$125,802	\$364,480	\$284,700	\$284,700
R-4.3	Grants from State Agencies		\$49,999	\$70,000	\$70,000
R-4.4	Total Grants	\$125,802	\$414,479	\$354,700	\$354,700
R-5	Miscellaneous Revenue				
R-5.1	Interest	\$97	\$75	\$102	\$102
R-5.2	Other: Specify				
R-5.3	Other: See Additional		\$95,000	\$81,678	\$81,678
R-5.4	Total Miscellaneous	\$97	\$95,075	\$81,780	\$81,780
R-5.5	Total Forecasted Revenue	\$203,368	\$631,941	\$525,686	\$525,686
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	WDEQ FY16 Grant Expense Reimb.			\$11,892	\$11,892
R-6.4	_____				
R-6.5	_____				
R-6.6	Total Other Forecasted Revenue (a+b)	\$0	\$0	\$11,892	\$11,892

Final Budget

Natrona County Conservation District
 NAME OF DISTRICT/BOARD _____

FYE 6/30/2017

CAPITAL OUTLAY BUDGET

		2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Final Approval
E-1	Capital Outlay				
E-1.1	Real Property	\$0	\$0	\$0	
E-1.2	Vehicles	\$0	\$0	\$0	
E-1.3	Office Equipment	\$0	\$0	\$0	
E-1.4	Other (Specify)				
E-1.5	_____				
E-1.6	_____				
E-1.7	_____				
E-1.8	TOTAL CAPITAL OUTLAY	\$0	\$0	\$0	\$0

ADMINISTRATION BUDGET

		2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Final Approval
E-2	Personnel Services				
E-2.1	Administrator	\$40,000	\$40,000	\$41,500	\$41,500
E-2.2	Secretary				
E-2.3	Clerical				
E-2.4	Other (Specify)				
E-2.5	Grant Man't	\$17,633	\$14,286	\$12,165	\$12,165
E-2.6	Grant/Office Support	\$2,805	\$10,300	\$6,200	\$6,200
E-2.7	_____				
E-3	Board Expenses				
E-3.1	Travel	\$160	\$183	\$1,000	\$1,000
E-3.2	Mileage	\$1,149	\$1,133	\$1,500	\$1,500
E-3.3	Other (Specify)				
E-3.4	Area/State/Leg. Mtgs.	\$399	\$792	\$500	\$500
E-3.5	_____				
E-3.6	_____				
E-4	Contractual Services				
E-4.1	Legal				
E-4.2	Accounting/Auditing	\$728	\$7,556	\$7,000	\$7,000
E-4.3	Other (Specify)				
E-4.4	_____				
E-4.5	_____				
E-4.6	_____				
E-5	Other Administrative Expenses				
E-5.1	Office Supplies	\$601	\$1,551	\$850	\$850
E-5.2	Office equipment, rent & repair	\$477	\$554	\$800	\$800
E-5.3	Education	\$267	\$203	\$800	\$800
E-5.4	Registrations				
E-5.5	Other (Specify)				
E-5.6	_____				
E-5.7	_____				
E-5.8	_____				
E-6	TOTAL ADMINISTRATION	\$64,219	\$76,557	\$72,315	\$72,315

Final Budget

OPERATIONS BUDGET

			2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Final Approval
E-7	Personnel Services					
E-7.1	Wages--Operations		\$0	\$0	\$11,000	\$11,000
E-7.2	Service Contracts				\$0	
E-7.3	Other (Specify)					
E-7.4	_____					
E-7.5	_____					
E-7.6	_____					
E-8	Travel					
E-8.1	Mileage		\$271	\$99	\$300	\$300
E-8.2	Other (Specify)					
E-8.3	Staff State Convention		\$510	\$455	\$700	\$700
E-8.4	_____					
E-8.5	_____					
E-9	Operating supplies (List)					
E-9.1	Auto Repairs & Maintenan		\$1,007	\$1,115	\$1,126	\$1,126
E-9.2	Retail & Sales Costs		\$7,825	\$13,775	\$9,000	\$9,000
E-9.3	Gas & Oil		\$300	\$552	\$800	\$800
E-9.4	Lab Fund Expenditures		\$218	\$3,563	\$3,882	\$3,882
E-9.5	_____					
E-10	Program Services (List)					
E-10.1	Educational Materials		\$120	\$11,716	\$200	\$200
E-10.2	NC Rangeland Mgt CRM		\$5,403	\$22,229	\$0	
E-10.3	_____					
E-10.4	_____					
E-10.5	_____					
E-11	Contractual Arrangements (List)					
E-11.1	Best Management Practic		\$58,046	\$212,744	\$434,677	\$434,677
E-11.2	Professional Grant Consu		\$57,450	\$105,625	\$50,000	\$50,000
E-11.3	Storage Unit		\$720	\$60		
E-11.4	Water Quality Sampling		\$19,839	\$44,577	\$35,333	\$35,333
E-11.5	_____					
E-12	Other operations (Specify)					
E-12.1	Advertising		\$516	\$1,136	\$1,200	\$1,200
E-12.2	Yearly Dues		\$5,107	\$5,132	\$5,160	\$5,160
E-12.3	Educational Contributions		\$800	\$0	\$800	\$800
E-12.4	Special Projects		\$251	\$0		
E-12.5	_____					
E-13	TOTAL OPERATIONS		\$158,383	\$422,778	\$554,178	\$554,178

Final Budget

Natrona County Conservation District

FYE 6/30/2017

INDIRECT COSTS BUDGET

			2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Final Approval
E-14	Insurance					
E-14.1	Liability		\$777	\$773	\$1,500	\$1,500
E-14.2	Buildings and vehicles		\$406	\$406	\$450	\$450
E-14.3	Equipment					
E-14.4	Other (Specify)					
E-14.5	<u>Crime Bond</u>		\$350	\$350	\$600	\$600
E-14.6						
E-14.7						
E-15	Indirect payroll costs:					
E-15.1	FICA (Social Security) taxes		\$3,747	\$4,004	\$5,020	\$5,020
E-15.2	Workers Compensation		\$1,108	\$1,161	\$1,750	\$1,750
E-15.3	Unemployment Taxes		\$74	\$97	\$603	\$603
E-15.4	Retirement		\$4,611	\$4,735	\$6,422	\$6,422
E-15.5	Health Insurance					
E-15.6	Other (Specify)					
E-15.7	<u>Life Insurance</u>		\$85	\$56	\$115	\$115
E-15.8	<u>Medicare</u>		\$876	\$937	\$1,170	\$1,170
E-15.9						
E-16	Depreciation Expenses					
E-17	TOTAL INDIRECT COSTS		\$12,034	\$12,518	\$17,630	\$17,630

DEBT SERVICE BUDGET

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

Final Budget

NAME OF DISTRICT/BOARD

GENERAL FUNDS

		2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Final Approval
C-1	Balances at Beginning of Fiscal Year				
C-1.1	General Fund Checking Account Balance	\$22,510	\$15,263	\$18,795	\$18,795
C-1.2	Savings and Investments Account Balance				
C-1.3	General Fund CD Balance				
C-1.4	All Other Funds				
C-1.5	Reserves (From Below)	\$73,591	\$190,937	\$100,000	\$100,000
C-1.6	Total Estimated Cash and Investments on Hand	\$96,101	\$206,200	\$118,795	\$118,795
C-2	General Fund Reductions:				
C-2.1	a. Unpaid bills at FYE	\$0	\$16,222	\$0	
C-2.2	b. Reserves	\$73,591	\$190,937	\$100,000	\$100,000
C-2.3	Total Deductions (a+b)	\$73,591	\$207,159	\$100,000	\$100,000
C-2.4	Estimated Non-Restricted Funds Available	\$22,510	-\$959	\$18,795	\$18,795

DEPRECIATION RESERVE (CAPITAL OUTLAY - REPLACEMENT)

		2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Final Approval
C-3					
C-3.1	Beginning Balance in Reserve Account (end of previous year)	\$12,500	\$12,500	\$12,500	\$12,500
C-3.2	<i>Date of Reserve Approval in Minutes:</i> 7/12/2016				
C-3.3	Amount to be added to the reserve	\$0	\$0	\$2,500	\$2,500
C-3.4	<i>Date of Reserve Approval in Minutes:</i> 7/12/2016				
C-3.5	SUB-TOTAL	\$12,500	\$12,500	\$15,000	\$15,000
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	\$12,500	\$12,500	\$15,000	\$15,000

OTHER RESTRICTED FUND BALANCES - RESERVE (LEGALLY ENFORCED)

		2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Final Approval
C-4					
C-4.1	Beginning Balance in Reserve Account (end of previous year)	\$63,025	\$36,091	\$153,437	\$153,437
C-4.2	<i>Date of Reserve Approval in Minutes:</i> 7/12/2016				
C-4.3	Amount to be added to the reserve	\$0	\$156,564	\$35,000	\$35,000
C-4.4	<i>Date of Reserve Approval in Minutes:</i> 7/12/2016				
C-4.5	SUB-TOTAL	\$63,025	\$192,655	\$188,437	\$188,437
C-4.6	"Other Reserves"				
C-4.7	a. WDA WQ Grants	\$26,934	\$16,991	\$23,437	\$23,437
C-4.8	b. PD CRM Funds	\$0	\$22,227	\$0	
C-4.9	c. See Additional Details			\$130,000	\$130,000
C-4.10	<i>Date of Reserve Approval in Minutes:</i> 7/12/2016				
C-4.11	TOTAL OTHER RESERVE OUTLAY (a+b+c)	\$26,934	\$39,218	\$153,437	\$153,437
C-4.12	Balance to be retained in Other Reserve Account	\$36,091	\$153,437	\$35,000	\$35,000

ASSIGNED FUND BALANCE (EMERGENCY RESERVE - NOT COMMITTED)

		2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Final Approval
C-5					
C-5.1	Beginning Balance in Reserve Account (end of previous year)	\$25,000	\$25,000	\$25,000	\$25,000
C-5.2	<i>Date of Reserve Approval in Minutes:</i> 7/12/2016				
C-5.3	Amount to be added to the reserve	\$0	\$0	\$25,000	\$25,000
C-5.4	<i>Date of Reserve Approval in Minutes:</i> 7/12/2016				
C-5.5	SUB-TOTAL	\$25,000	\$25,000	\$50,000	\$50,000
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	\$25,000	\$25,000	\$50,000	\$50,000
C-5.9	TOTAL TO BE SPENT	\$26,934	\$39,218	\$153,437	\$153,437

*** Proof of Publication ***

Casper Star-Tribune
P.O. Box 80, Casper, WY 82602-0080, ph 307-266-0500

LEGAL NOTICE
The Natrona County Conservation District will hold its FY2017 Budget Hearing on July 12, 2016, at 6:00 p.m. in the conference room at the USDA Service Center, located at 5880 Enterprise Drive, Suite 100, in Casper. All interested parties are welcome to attend. For information, please call 307-261-5436, Ext. 5592, or see the proposed budget at www.nccdwyoing.com.
Published: June 26, 2016
Legal No. 4893

AFFIDAVIT OF PUBLICATION

STATE OF WYOMING)
COUNTY OF NATRONA)

I, the undersigned, being a person in the employ of the Casper Star-Tribune, a newspaper published in CASPER, NATRONA COUNTY, WYOMING, and, knowing the facts herein set forth do so solemnly swear that a copy of the notice as per clipping attached was printed and published

Daily

Weekly

In the regular and entire issue of said newspaper, and not in any supplement thereof, for 1 Consecutive Days Weeks

commencing with issue dated June 26, 2016
ending with issue dated June 26, 2016

NC CONSERVATION DISTRICT
5880 Enterprise Drive, Suite 100
Casper, WY 82609

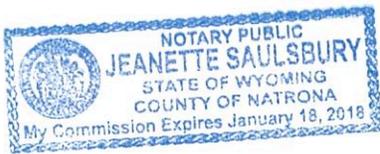
ORDER NUMBER 4893

Sara Bowman
Signed

Subscribed in my presence and sworn to before me this

27th day of June, 2016

Jeanette Saulsbury



PUBLISHED ON: 06/26/2016

TOTAL AD COST: 46.70

FILED ON: 6/27/2016