

Proposed Budget

NATRONA COUNTY WEED and PEST DISTRICT	
Budget Hearing Information	
PO BOX 1385	Location: 6819 W. YELLOWSTONE, CASPER, WY. 82604
MILLS, WY, 82644	Date: 7/14/2021
307-472-5559	Time: 2PM
Natrona County	Budget Prepared by: BRIAN CONNELLY

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

The Natrona County Weed and Pest was able to accomplish all our major goals for FY 2020-2021. A safe and productive work environment was maintained. Several innovations were incorporated to allow us to be more productive, improve inter and intra-agency communications and continue to improve our operations and leadership in invasive species control.

Looking ahead to FY 2021-2022 we see a sustainable funding mechanism for the near future and we are excited to be partners in the Governor's Invasive Species Initiative (GISI). We believe GISI will create purpose, collaboration and synergy into the future to maintain Wyoming's leadership role in controlling invasive species.

We have enjoyed the collaborative support of Natrona County Government in the past and will work hard to maintain that "can-do" spirit in the future. With the future in mind, we request a one mill tax levy.

S-B RESERVE DESCRIPTION

\$25,000 DEPRECIATION RESERVE FOR POTENTIAL RENOVATION OF AGING SEPTIC LEACH FIELD
 \$25,000 EMERGENCY RESERVES FOR GRASSHOPPERS

S-C

Names of Board Members	Date of End of Term
JASON GUTIERREZ	12/31/24
SHANE SMITHEY	12/31/22
WESLEY WATERS	12/31/24
GREG WERGER	12/31/22
MIKE GILMORE	12/31/22
DONNIE WILLIAMS	12/31/24
JIM GERHART	12/31/22

Does the district have regular office hours exceeding 20 hours per week?	Yes
If Yes, enter	
Address of office:	6819 W. YELLOWSTONE
City, State, Zip:	CASPER, WY, 82604
Phone Number:	307-472-5559
Hours Open:	7:30AM-4PM

Where are the minutes of your board meeting available for public review?
 6819 W. YELLOWSTONE HWY, CASPER, WY, 82604 M-F, 7:30AM-4PM

How and where are the notices of meeting posted for the public?
 NATRONA COUNTY WEBSITE and NATRONA COUNTY WEED and PEST WEBSITE

Where are the public meetings held?
 6819 W. YELLOWSTONE, CASPER, WY, 82604 3RD WEDNESDAY of the MONTH, 1PM-4PM

PROPOSED BUDGET SUMMARY

OVERVIEW		2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Pending Approval
S-1	Total Budgeted Expenditures	\$2,152,422	\$2,193,677	\$2,418,071	\$2,418,071
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	\$2,923,342	\$2,815,149	\$2,613,703	\$2,663,743
S-5	<i>Amount requested from County Commissioners</i>	\$1,552,245	\$1,569,024	\$1,500,000	\$1,500,000
S-6	Additional Funding Needed :			\$0	\$0

REVENUE SUMMARY		2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Pending Approval
S-7	Operating Revenues	\$460,599	\$333,418	\$254,371	\$254,371
S-8	Tax levy (From the County Treasurer)	\$1,552,245	\$1,569,024	\$1,500,000	\$1,500,000
S-9	Government Support	\$65,000	\$65,000	\$65,000	\$65,000
S-10	Grants	\$80,625	\$83,000	\$80,000	\$80,000
S-11	Other County Support (Not from Co. Treas.)	\$0	\$0	\$0	\$0
S-12	Miscellaneous	\$3,501	\$3,335	\$3,000	\$3,000
S-13	Other Forecasted Revenue	\$0	\$0	\$0	\$0

S-14	Total Revenue	\$2,161,970	\$2,053,777	\$1,902,371	\$1,902,371
FY 7/1/21-6/30/22		NATRONA COUNTY WEED and PEST DISTRICT			

EXPENDITURE SUMMARY		2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Pending Approval
S-15	Capital Outlay	\$0	\$13,752	\$45,000	\$45,000
S-16	Interest and Fees On Debt	\$0	\$0	\$0	\$0
S-17	Administration	\$198,081	\$196,880	\$256,589	\$256,589
S-18	Operations	\$1,721,861	\$1,768,461	\$1,852,432	\$1,852,432
S-19	Indirect Costs	\$232,480	\$214,584	\$264,050	\$264,050
S-20R	Expenditures paid by Reserves	\$0	\$0	\$0	\$0
S-20	Total Expenditures	\$2,152,422	\$2,193,677	\$2,418,071	\$2,418,071

DEBT SUMMARY		2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Pending Approval
S-21	Principal Paid on Debt	\$0	\$0	\$0	\$0

CASH AND INVESTMENTS		2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Pending Approval
S-22	TOTAL GENERAL FUNDS	\$761,372	\$761,372	\$711,332	\$761,372
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	\$25,000	\$25,000	\$25,000	\$25,000
S-26	c. Bond Funds	\$0	\$0	\$0	\$0
	Total Reserves (a+b+c)	\$25,000	\$25,000	\$25,000	\$25,000
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	\$25,000	\$25,000	\$25,000	\$25,000
S-32	Less Total to be spent	\$0	\$0	\$0	\$0
S-33	TOTAL RESERVES AT END OF FISCAL YEAR	\$25,000	\$25,000	\$25,000	\$25,000

End of Summary

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

Date adopted by Special District _____

DISTRICT ADDRESS: PO BOX 1385
MILLS, WY, 82644

PREPARED BY: BRIAN CONNELLY

DISTRICT PHONE: 307-472-5559

Proposed Budget

NATRONA COUNTY WEED and PEST DISTRICT
 NAME OF DISTRICT/BOARD

FYE 6/30/2022

PROPERTY TAXES AND ASSESSMENTS

	DOA Chart of Accounts	2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Pending Approval
R-1 Property Taxes and Assessments Received					
R-1.1 Tax Levy (From the County Treasurer)	4001	\$1,552,245	\$1,569,024	\$1,500,000	\$1,500,000
R-1.2 Other County Support (see note on the right)	4005				

FORECASTED REVENUE

	DOA Chart of Accounts	2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Pending Approval
R-2 Revenues from Other Governments					
R-2.1 State Aid	4211				
R-2.2 Additional County Aid (non-treasurer)	4237				
R-2.3 City (or Town) Aid	4237	\$65,000	\$65,000	\$65,000	\$65,000
R-2.4 Other (Specify)	4237				
R-2.5 Total Government Support		\$65,000	\$65,000	\$65,000	\$65,000
R-3 Operating Revenues					
R-3.1 Customer Charges	4300	\$112,841	\$29,091	\$83,341	\$83,341
R-3.2 Sales of Goods or Services	4300	\$347,758	\$304,327	\$171,030	\$171,030
R-3.3 Other Assessments	4503				
R-3.4 Total Operating Revenues		\$460,599	\$333,418	\$254,371	\$254,371
R-4 Grants					
R-4.1 Direct Federal Grants	4201				
R-4.2 Federal Grants thru State Agencies	4201				
R-4.3 Grants from State Agencies	4211	\$80,625	\$83,000	\$80,000	\$80,000
R-4.4 Total Grants		\$80,625	\$83,000	\$80,000	\$80,000
R-5 Miscellaneous Revenue					
R-5.1 Interest	4501	\$3,501	\$3,335	\$3,000	\$3,000
R-5.2 Other: Specify _____	4500				
R-5.3 Other: Additional _____					
R-5.4 Total Miscellaneous		\$3,501	\$3,335	\$3,000	\$3,000
R-5.5 Total Forecasted Revenue		\$609,725	\$484,753	\$402,371	\$402,371
R-6 Other Forecasted Revenue					
R-6.1 a. Other past due as estimated by Co. Treas.	4004				
R-6.2 b. Other forecasted revenue (specify): _____					
R-6.3 _____	4500				
R-6.4 _____	4500				
R-6.5 _____					
R-6.6 Total Other Forecasted Revenue (a+b)		\$0	\$0	\$0	\$0

Proposed Budget

NATRONA COUNTY WEED and PEST DISTRICT
 NAME OF DISTRICT/BOARD

FYE 6/30/2022

CAPITAL OUTLAY BUDGET

	DOA Chart of Accounts	2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Pending Approval
E-1	Capital Outlay				
E-1.1	Real Property	6201 \$0	\$0	\$5,000	\$5,000
E-1.2	Vehicles	6210 \$0	\$0	\$25,000	\$25,000
E-1.3	Office Equipment	6211 \$0	\$1,000	\$4,000	\$4,000
E-1.4	Other (Specify)				
E-1.5	ATV	6200 \$0	\$9,000	\$9,000	\$9,000
E-1.6	Misc tools/equip	6200 \$0	\$3,752	\$2,000	\$2,000
E-1.7					
E-1.8	TOTAL CAPITAL OUTLAY	\$0	\$13,752	\$45,000	\$45,000

ADMINISTRATION BUDGET

	DOA Chart of Accounts	2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Pending Approval
E-2	Personnel Services				
E-2.1	Administrator	7002 \$70,524	\$69,772	\$67,912	\$67,912
E-2.2	Secretary	7003 \$47,027	\$47,027	\$38,917	\$38,917
E-2.3	Clerical	7004 \$0	\$0	\$1,500	\$1,500
E-2.4	Other (Specify)				
E-2.5	Compensated absences	7005 \$0	\$0	\$8,500	\$8,500
E-2.6	Pension expense	7005 \$31,698	\$31,698	\$30,000	\$30,000
E-2.7					
E-3	Board Expenses				
E-3.1	Travel	7011 \$3,206	\$1,700	\$3,000	\$3,000
E-3.2	Mileage	7012 \$1,509	\$1,506	\$2,500	\$2,500
E-3.3	Other (Specify)				
E-3.4		7013			
E-3.5		7013			
E-3.6					
E-4	Contractual Services				
E-4.1	Legal	7021 \$0	\$0	\$0	
E-4.2	Accounting/Auditing	7022 \$15,960	\$15,750	\$17,000	\$17,000
E-4.3	Other (Specify)				
E-4.4	IT Support	7023 \$5,773	\$2,575	\$4,000	\$4,000
E-4.5	Council Dues	7023 \$2,500	\$2,500	\$2,500	\$2,500
E-4.6	see additional details	\$266	\$550	\$670	\$670
E-5	Other Administrative Expenses				
E-5.1	Office Supplies	7031 \$6,873	\$5,522	\$6,000	\$6,000
E-5.2	Office equipment, rent & repair	7032 \$681	\$1,000	\$4,000	\$4,000
E-5.3	Education	7033 \$3,571	\$11,650	\$28,000	\$28,000
E-5.4	Registrations	7034 \$3,168	\$649	\$2,000	\$2,000
E-5.5	Other (Specify)				
E-5.6	Bonuses	7035 \$3,898	\$3,790	\$37,890	\$37,890
E-5.7	Petty Cash	7035 \$295	\$405	\$500	\$500
E-5.8	see additional details	\$1,132	\$786	\$1,700	\$1,700
E-6	TOTAL ADMINISTRATION	\$198,081	\$196,880	\$256,589	\$256,589

Proposed Budget

NATRONA COUNTY WEED and PEST DISTRICT

FYE 6/30/2022

OPERATIONS BUDGET

	DOA Chart of Accounts	2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Pending Approval
E-7	Personnel Services				
E-7.1	Wages--Operations	7202 \$408,236	\$417,286	\$444,949	\$444,949
E-7.2	Service Contracts	7203			
E-7.3	Other (Specify)				
E-7.4	Per Diem	7204 \$1,080	\$6,080	\$7,638	\$7,638
E-7.5	Overtime	7204	\$6,797	\$7,000	\$7,000
E-7.6	see additional details			\$1,000	\$1,000
E-8	Travel				
E-8.1	Mileage	7211			
E-8.2	Other (Specify)				
E-8.3	Gas & Oil	7212 \$16,021	\$10,565	\$26,000	\$26,000
E-8.4		7212			
E-8.5					
E-9	Operating supplies (List)				
E-9.1	General Repairs/Supplies	7220 \$14,973	\$17,776	\$21,000	\$21,000
E-9.2	Pickup Repairs	7220 \$1,622	\$3,294	\$20,000	\$20,000
E-9.3	Sprayer Equip. & Repairs	7220 \$1,563	\$1,928	\$5,000	\$5,000
E-9.4	ATV/UTV Repairs	7220 \$2,656	\$1,316	\$8,000	\$8,000
E-9.5	see additional details		\$251,769	\$343,100	\$343,100
E-10	Program Services (List)				
E-10.1	Mosquito-Vector Control	7230 \$24,429	\$3,564	\$40,000	\$40,000
E-10.2	City of Casper	7230 \$620,658	\$649,656	\$650,000	\$650,000
E-10.3	Special Management Zones	7230 \$130,337	\$279,268	\$200,000	\$200,000
E-10.4	Biocontrol	7230 \$0	\$10,000	\$30,000	\$30,000
E-10.5	see additional details		\$81,640	\$20,000	\$20,000
E-11	Contractual Arrangements (List)				
E-11.1	Utilities	7400 \$7,916	\$8,174	\$9,161	\$9,161
E-11.2	Telephones	7400 \$6,267	\$5,733	\$6,084	\$6,084
E-11.3	Postage & Freight	7400 \$444	\$303	\$3,000	\$3,000
E-11.4	Rental Equip.	7400 \$0	\$0	\$500	\$500
E-11.5	see additional details		\$13,312	\$10,000	\$10,000
E-12	Other operations (Specify)				
E-12.1		7450			
E-12.2		7450			
E-12.3		7450			
E-12.4		7450			
E-12.5					
E-13	TOTAL OPERATIONS	\$1,721,861	\$1,768,461	\$1,852,432	\$1,852,432

Proposed Budget

NATRONA COUNTY WEED and PEST DISTRICT
 NAME OF DISTRICT/BOARD

FYE 6/30/2022

GENERAL FUNDS

		End of Year	Beginning	Beginning	
		2019-2020	2020-2021	2021-2022	Pending
		Actual	Estimated	Proposed	Approval
C-1	Balances at Beginning of Fiscal Year				
C-1.1	General Fund Checking	\$575,372	\$575,372	\$575,372	\$575,372
C-1.2	Savings and Investments		\$0		
C-1.3	General Fund CD Balance	\$186,000	\$186,000	\$186,000	\$186,000
C-1.4	All Other Funds		\$0		
C-1.5	Reserves (From Below)	\$25,000	\$25,000	\$25,000	\$25,000
C-1.6	Total Estimated Cash and Investments on Hand	\$786,372	\$786,372	\$786,372	\$786,372
C-2	General Fund Reductions:				
C-2.1	a. Unpaid bills at FYE				
C-2.2	b. Reserves	\$25,000	\$25,000	\$25,000	\$25,000
C-2.3	Total Deductions (a+b)	\$25,000	\$25,000	\$25,000	\$25,000
C-2.4	Estimated Non-Restricted Funds Available	\$761,372	\$761,372	\$761,372	\$761,372

	DOA Chart of Accounts
SINKING & DEBT SERVICE FUNDS	1070

		2019-2020	2020-2021	2021-2022	Pending
		Actual	Estimated	Proposed	Approval
C-3	Beginning Balance in Reserve Account (end of previous year)		\$0	\$0	
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

	DOA Chart of Accounts
RESERVES	1090

		2019-2020	2020-2021	2021-2022	Pending
		Actual	Estimated	Proposed	Approval
C-4	Beginning Balance in Reserve Account (end of previous year)	\$25,000	\$25,000	\$25,000	\$25,000
C-4.1	Beginning Balance in Reserve Account (end of previous year)	\$25,000	\$25,000	\$25,000	\$25,000
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: <u>4/23/2020</u>				
C-4.5	SUB-TOTAL	\$25,000	\$25,000	\$25,000	\$25,000
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	\$25,000	\$25,000	\$25,000	\$25,000

	DOA Chart of Accounts
BOND FUNDS	1060

		2019-2020	2020-2021	2021-2022	Pending
		Actual	Estimated	Proposed	Approval
C-5	Beginning Balance in Reserve Account (end of previous year)		\$0	\$0	
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