

Proposed Budget

Weston County Natural Resource District	
Budget Hearing Information	
1225 Washington Blvd Suite 3	Location: District Office: 1225 Washington Blvd. Suite 3
Newcastle, WY 82701	Date: 6/11/2019
307-746-3264	Time: 3:00PM
Weston County	Budget Prepared by: Lacey Sloan

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

The Weston County Natural Resource District (WCNRD) has continued to be very fiscally conservative. This year the WCNRD is going to request a total full mil levy. The purpose is to provide maximum programming for our constituents. WCNRD is continuing to provide our staff with healthcare in order to assist in compliance with the Affordable Care Act. WCNRD has been working hard to facilitate and encourage landowners to actively manage their timbered land and rangeland. We have been providing guidance and costshare opportunities to encourage good management practices. We have solved our past years issue of increasing Hazardous Waste Costs by switching contractors for the event. There is an increase in Health Care by 5%.

S-B RESERVE DESCRIPTION

The reserves held by the WCNRD are for emergencies or use determined by a quorum vote of the WCNRD board of supervisors.

S-C

Names of Board Members	Date of End of Term
Tucker Hamilton	11/10/22
Alicia Vigil-Redding	11/10/20
Gene Norman	11/10/20
Emily Hartinger	11/10/22
David Tysdal	11/10/20

Does the district have regular office hours exceeding 20 hours per week? Yes

If Yes, enter

Address of office: 1225 Washington Blvd. Suite 3

City, State, Zip: Newcastle, WY 82701

Phone Number: 307-746-3264

Hours Open: 7am-3:30pm

Where are the minutes of your board meeting available for public review?
 In the office in a binder and available digitally per request to be sent via email

How and where are the notices of meeting posted for the public?
 The meetings are posted in our local papers, WCNRD website, Social Media, Newsletter mailings, and bulletin board outside our office

Where are the public meetings held?
 District Office: 1225 Washington Blvd Suite 3, Newcastle WY 82701

PROPOSED BUDGET SUMMARY

OVERVIEW		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
S-1	Total Budgeted Expenditures	\$344,575	\$403,714	\$288,099	\$288,099
S-2	Total Principal to Pay on Debt	\$0	\$0	\$0	\$0
S-3	Total Change to Restricted Funds	\$10,000	\$10,000	\$10,000	\$10,000
S-4	Total General Fund and Forecasted Revenues Available	\$489,205	\$439,616	\$307,630	\$307,630
S-5	Amount requested from County Commissioners	\$129,216	\$114,408	\$120,000	\$120,000
S-6	Additional Funding Needed :			\$0	\$0

REVENUE SUMMARY		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
S-7	Operating Revenues	\$29,917	\$31,923	\$20,000	\$20,000
S-8	Tax levy (From the County Treasurer)	\$129,216	\$114,408	\$120,000	\$120,000
S-9	Government Support	\$16,999	\$14,330	\$16,330	\$16,330
S-10	Grants	\$171,425	\$134,007	\$2,000	\$2,000
S-11	Other County Support (Not from Co. Treas.)	\$0	\$0	\$0	\$0
S-12	Miscellaneous	\$2,003	\$5,303	\$4,300	\$4,300
S-13	Other Forecasted Revenue	\$0	\$0	\$0	\$0

S-14	Total Revenue	\$349,560	\$299,971	\$162,630	\$162,630
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FY 7/1/19-6/30/20 Weston County Natural Resource District

EXPENDITURE SUMMARY		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
S-15	Capital Outlay	\$0	\$0	\$0	\$0
S-16	Interest and Fees On Debt	\$0	\$0	\$0	\$0
S-17	Administration	\$38,937	\$35,935	\$55,313	\$55,313
S-18	Operations	\$287,173	\$349,910	\$212,386	\$212,386
S-19	Indirect Costs	\$18,465	\$17,869	\$20,400	\$20,400
S-20R	Expenditures paid by Reserves	\$0	\$0	\$0	\$0
S-20	Total Expenditures	\$344,575	\$403,714	\$288,099	\$288,099

DEBT SUMMARY		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
S-21	Principal Paid on Debt	\$0	\$0	\$0	\$0

CASH AND INVESTMENTS		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
S-22	TOTAL GENERAL FUNDS	\$139,645	\$139,645	\$145,000	\$145,000

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	\$49,678	\$59,678	\$69,678	\$69,678
S-26	c. Bond Funds	\$0	\$0	\$0	\$0
	Total Reserves (a+b+c)	\$49,678	\$59,678	\$69,678	\$69,678
S-27	Amount to be added				
S-28	a. Sinking and Debt Service Funds	\$0	\$0	\$0	\$0
S-29	b. Reserves	\$10,000	\$10,000	\$10,000	\$10,000
S-30	c. Bond Funds	\$0	\$0	\$0	\$0
	Total to be added (a+b+c)	\$10,000	\$10,000	\$10,000	\$10,000
S-31	Subtotal	\$59,678	\$69,678	\$79,678	\$79,678
S-32	Less Total to be spent	\$0	\$0	\$0	\$0
S-33	TOTAL RESERVES AT END OF FISCAL YEAR	\$59,678	\$69,678	\$79,678	\$79,678

End of Summary

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

Date adopted by Special District _____

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

PREPARED BY: Lacey Sloan

DISTRICT PHONE: 307-746-3264

Proposed Budget

Weston County Natural Resource District

FYE 6/30/2020

NAME OF DISTRICT/BOARD _____

PROPERTY TAXES AND ASSESSMENTS

		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
R-1	Property Taxes and Assessments Received				
R-1.1	Tax Levy (From the County Treasurer)	\$129,216	\$114,408	\$120,000	\$120,000
R-1.2	Other County Support				

FORECASTED REVENUE

		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
R-2	Revenues from Other Governments				
R-2.1	State Aid	\$8,824	\$8,824	\$8,824	\$8,824
R-2.2	Additional County Aid (non-treasurer)	\$4,675	\$3,506	\$3,506	\$3,506
R-2.3	City (or Town) Aid	\$3,500	\$2,000	\$4,000	\$4,000
R-2.4	Other (Specify)				
R-2.5	Total Government Support	\$16,999	\$14,330	\$16,330	\$16,330
R-3	Operating Revenues				
R-3.1	Customer Charges				
R-3.2	Sales of Goods or Services	\$29,917	\$31,923	\$20,000	\$20,000
R-3.3	Other Assessments				
R-3.4	Total Operating Revenues	\$29,917	\$31,923	\$20,000	\$20,000
R-4	Grants				
R-4.1	Direct Federal Grants		\$65,000		
R-4.2	Federal Grants thru State Agencies				
R-4.3	Grants from State Agencies	\$171,425	\$69,007	\$2,000	\$2,000
R-4.4	Total Grants	\$171,425	\$134,007	\$2,000	\$2,000
R-5	Miscellaneous Revenue				
R-5.1	Interest	\$355	\$583	\$700	\$700
R-5.2	Other: Specify <u>Sales Tax</u>	\$501	\$802	\$1,500	\$1,500
R-5.3	Other: See Additional	\$1,147	\$3,919	\$2,100	\$2,100
R-5.4	Total Miscellaneous	\$2,003	\$5,303	\$4,300	\$4,300
R-5.5	Total Forecasted Revenue	\$220,344	\$185,563	\$42,630	\$42,630
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

Weston County Natural Resource District

FYE 6/30/2020

NAME OF DISTRICT/BOARD

CAPITAL OUTLAY BUDGET

		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
E-1	Capital Outlay				
E-1.1	Real Property				
E-1.2	Vehicles				
E-1.3	Office Equipment				
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

		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
E-2	Personnel Services				
E-2.1	Administrator	\$22,144	\$23,251	\$24,413	\$24,413
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	\$0	\$0		
E-3.2	Mileage	\$851	\$397	\$4,000	\$4,000
E-3.3	Other (Specify)				
E-3.4	Registration/Training	\$910	\$45	\$2,000	\$2,000
E-3.5	_____				
E-3.6	_____				
E-4	Contractual Services				
E-4.1	Legal				
E-4.2	Accounting/Auditing	\$725	\$600	\$10,000	\$10,000
E-4.3	Other (Specify)				
E-4.4	_____				
E-4.5	_____				
E-4.6	_____				
E-5	Other Administrative Expenses				
E-5.1	Office Supplies	\$240	\$1,158	\$1,000	\$1,000
E-5.2	Office equipment, rent & repair	\$567	\$935		
E-5.3	Education	\$3,980	\$45	\$2,000	\$2,000
E-5.4	Registrations				
E-5.5	Other (Specify)				
E-5.6	State Dues (WACD)	\$6,092	\$7,000	\$7,600	\$7,600
E-5.7	National Dues (NACD)	\$1,000	\$1,000	\$1,000	\$1,000
E-5.8	see additional details	\$2,428	\$1,504	\$3,300	\$3,300
E-6	TOTAL ADMINISTRATION	\$38,937	\$35,935	\$55,313	\$55,313

Proposed Budget

OPERATIONS BUDGET

			2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
E-7	Personnel Services					
E-7.1	Wages--Operations		\$22,144	\$23,251	\$24,413	\$24,413
E-7.2	Service Contracts					
E-7.3	Other (Specify)					
E-7.4	NWTF Forester		\$20,401	\$17,537	\$17,500	\$17,500
E-7.5						
E-7.6						
E-8	Travel					
E-8.1	Mileage		\$82	\$0	\$2,000	\$2,000
E-8.2	Other (Specify)					
E-8.3	Registration/Training		\$910	\$40	\$2,000	\$2,000
E-8.4						
E-8.5						
E-9	Operating supplies (List)					
E-9.1	Equipment Maintenance		\$150	\$0	\$1,000	\$1,000
E-9.2	Publications		\$3,030	\$3,037	\$6,000	\$6,000
E-9.3						
E-9.4						
E-9.5						
E-10	Program Services (List)					
E-10.1	Education Program		\$5,644	\$1,593	\$10,000	\$10,000
E-10.2	Forestry Program		\$177,547	\$107,317	\$20,000	\$20,000
E-10.3	Water Program		\$26,136	\$180,357	\$72,000	\$72,000
E-10.4	Water Quality Funds		\$693	\$0	\$4,000	\$4,000
E-10.5	see additional details		\$30,011	\$15,687	\$31,000	\$31,000
E-11	Contractual Arrangements (List)					
E-11.1	Contract		\$0	\$0	\$20,972	\$20,972
E-11.2						
E-11.3						
E-11.4						
E-11.5						
E-12	Other operations (Specify)					
E-12.1	Sales Tax		\$425	\$1,090	\$1,500	\$1,500
E-12.2						
E-12.3						
E-12.4						
E-12.5						
E-13	TOTAL OPERATIONS		\$287,173	\$349,910	\$212,386	\$212,386

Proposed Budget

Weston County Natural Resource District

FYE 6/30/2020

INDIRECT COSTS BUDGET

			2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
E-14	Insurance					
E-14.1	Liability		\$527	\$500	\$700	\$700
E-14.2	Buildings and vehicles		\$757	\$757	\$1,000	\$1,000
E-14.3	Equipment					
E-14.4	Other (Specify)					
E-14.5	<u>Bonding</u>		\$865	\$865	\$1,000	\$1,000
E-14.6	_____					
E-14.7	_____					
E-15	Indirect payroll costs:					
E-15.1	FICA (Social Security) taxes		\$3,707	\$3,260	\$3,700	\$3,700
E-15.2	Workers Compensation		\$1,247	\$996	\$1,300	\$1,300
E-15.3	Unemployment Taxes		\$110	\$31	\$400	\$400
E-15.4	Retirement		\$3,707	\$3,655	\$3,900	\$3,900
E-15.5	Health Insurance		\$7,545	\$7,804	\$8,400	\$8,400
E-15.6	Other (Specify)					
E-15.7	_____					
E-15.8	_____					
E-15.9	_____					
E-17	TOTAL INDIRECT COSTS		\$18,465	\$17,869	\$20,400	\$20,400

DEBT SERVICE BUDGET

			2017-2018 Actual	2018-2019 Estimated	2019-2020 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

Weston County Natural Resource District
NAME OF DISTRICT/BOARD

FYE 6/30/2020

GENERAL FUNDS

		End of Year 2017-2018 Actual	Beginning 2018-2019 Estimated	Beginning 2019-2020 Proposed	Pending Approval
C-1	Balances at Beginning of Fiscal Year				
C-1.1	General Fund Checking Account Balance	\$139,645	\$139,645	\$145,000	\$145,000
C-1.2	Savings and Investments Account Balance		\$0		
C-1.3	General Fund CD Balance		\$0		
C-1.4	All Other Funds		\$0		
C-1.5	Reserves (From Below)	\$59,678	\$59,678	\$79,678	\$79,678
C-1.6	Total Estimated Cash and Investments on Hand	\$199,323	\$199,323	\$224,678	\$224,678
C-2	General Fund Reductions:				
C-2.1	a. Unpaid bills at FYE				
C-2.2	b. Reserves	\$59,678	\$69,678	\$79,678	\$79,678
C-2.3	Total Deductions (a+b)	\$59,678	\$69,678	\$79,678	\$79,678
C-2.4	Estimated Non-Restricted Funds Available	\$139,645	\$129,645	\$145,000	\$145,000

SINKING & DEBT SERVICE FUNDS

		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
C-3					
C-3.1	Beginning Balance in Reserve Account (end of previous year)		\$0	\$0	
C-3.2	<i>Date of Reserve Approval in Minutes:</i>				
C-3.3	Amount to be added to the reserve				
C-3.4	<i>Date of Reserve Approval in Minutes:</i>				
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	<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	\$0	\$0	\$0	\$0

RESERVES

		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
C-4					
C-4.1	Beginning Balance in Reserve Account (end of previous year)	\$49,678	\$59,678	\$69,678	\$69,678
C-4.2	<i>Date of Reserve Approval in Minutes:</i> 6/21/2019				
C-4.3	Amount to be added to the reserve	\$10,000	\$10,000	\$10,000	\$10,000
C-4.4	<i>Date of Reserve Approval in Minutes:</i> 6/21/2019				
C-4.5	SUB-TOTAL	\$59,678	\$69,678	\$79,678	\$79,678
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	<i>Date of Reserve Approval in Minutes:</i>				
C-4.11	TOTAL OTHER RESERVE OUTLAY (a+b+c)	\$0	\$0	\$0	\$0
C-4.12	Balance to be retained	\$59,678	\$69,678	\$79,678	\$79,678

BOND FUNDS

		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
C-5					
C-5.1	Beginning Balance in Reserve Account (end of previous year)		\$0	\$0	
C-5.2	<i>Date of Reserve Approval in Minutes:</i>				
C-5.3	Amount to be added to the reserve				
C-5.4	<i>Date of Reserve Approval in Minutes:</i>				
C-5.5	SUB-TOTAL	\$0	\$0	\$0	\$0
C-5.6	Identify the amount and project to be spent				
C-5.7	<i>Date of Reserve Approval in Minutes:</i>				
C-5.8	Balance to be retained	\$0	\$0	\$0	\$0
C-5.9	TOTAL TO BE SPENT	\$0	\$0	\$0	\$0

