

Final Budget

Platte County Weed and Pest District (Combined)	
Budget Hearing Information	
506 Schroeder Drive	Location: Platte County Weed and Pest Office
Wheatland, WY, 82201	Date: 5/10/2022
307-322-3210	Time: 6:00 PM
Platte County	Budget Prepared by: Patrick Bookout and Glendowyn Laffitte

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

The Platte County Weed and Pest is submitting the 2022/2023 proposed budget. At this time all numbers are calculated using actual figures from July 1, 2021 through February 28th, 2022 with estimates from March 1st through June 30th of 2022.

The Platte County Weed and Pest Investment Policy states: "Money not necessary for immediate use may be kept in investment accounts in accordance with the State of Wyoming statutory requirements" (W.S. 9-4-831 as amended). A copy of the entire Platte County Weed and Pest Investment Policy is on hand at the Platte County Weed and Pest District Office.

In case of unforeseen circumstances (economy, large pest infestations, etc) the Platte County Weed and Pest District tries to maintain a cash balance that will cover 1 year of operating expenses.

Two ATVs, and 1 pickup truck will be purchased through these accounts.

The cost-share programs have been successful and we plan to continue these programs in order to provide service to all Platte County residents and encourage noxious weed and pest control by the landowners themselves.

We are requesting one full mill for the Regular Weed and Pest Account and one full mill for the Special Management Account for the continued programs that significantly benefit Platte County. Two mill levies are sufficient for budget needs for the year.

S-B RESERVE DESCRIPTION

The PCWP holds emergency reserve funds for unexpected weed or pest outbreaks that exceed the normal yearly costs. Our expected reserve amount at the end of FYE 2023 is \$61,918.00.

S-C

Names of Board Members	Date of End of Term	Does the district have regular office hours exceeding 20 hours per week?
John Watson	1/31/23	<input checked="" type="checkbox"/> Yes
Roxie Harris	1/31/25	
Bill Criss	1/21/23	
Josh Graves	1/31/25	
Amy Miller	1/31/23	
Ron Lockhart	1/31/25	
Eric Heatherly	1/31/23	

If Yes, enter

Address of office:	506 Schroeder Drive
City, State, Zip:	Wheatland, WY, 82201
Phone Number:	307-322-3210
Hours Open:	8 am to 4 pm Sept-April, 8 am to 5 pm May-August

Where are the minutes of your board meeting available for public review?
 District Office, 506 Schroeder Drive, Wheatland, WY 82201

How and where are the notices of meeting posted for the public?
 Newspaper, Platte County Merchant

Where are the public meetings held?
 District Office, 506 Schroeder Drive, Wheatland, WY 82201

FINAL BUDGET SUMMARY

OVERVIEW		2020-2021 Actual	2021-2022 Estimated	2022-2023 Proposed	Final Approval
S-1	Total Budgeted Expenditures	\$1,026,235	\$1,292,873	\$1,031,380	\$1,031,380
S-2	Total Principal to Pay on Debt	\$0	\$0	\$0	\$0
S-3	Total Change to Restricted Funds	\$96	\$96	\$96	\$96
S-4	Total General Fund and Forecasted Revenues Available	\$2,305,752	\$2,402,079	\$2,116,808	\$2,116,808
S-5	<i>Amount requested from County Commissioners</i>	\$510,950	\$519,544	\$440,000	\$440,000
S-6	Additional Funding Needed :			\$0	\$0

REVENUE SUMMARY		2020-2021 Actual	2021-2022 Estimated	2022-2023 Proposed	Final Approval
S-7	Operating Revenues	\$477,515	\$707,720	\$519,500	\$519,500
S-8	Tax levy (From the County Treasurer)	\$510,950	\$519,544	\$440,000	\$440,000
S-9	Government Support	\$0	\$0	\$0	\$0
S-10	Grants	\$235,800	\$97,000	\$45,000	\$45,000
S-11	Other County Support (Not from Co. Treas.)	\$0	\$0	\$0	\$0
S-12	Miscellaneous	\$13,346	\$9,674	\$3,450	\$3,450
S-13	Other Forecasted Revenue	\$0	\$0	\$0	\$0
S-14	Total Revenue	\$1,237,611	\$1,333,938	\$1,007,950	\$1,007,950

FY 7/1/22-6/30/23 Platte County Weed and Pest District (Combined)

EXPENDITURE SUMMARY		2020-2021 Actual	2021-2022 Estimated	2022-2023 Proposed	Final Approval
S-15	Capital Outlay	\$63,593	\$32,280	\$63,200	\$63,200
S-16	Interest and Fees On Debt	\$0	\$0	\$0	\$0
S-17	Administration	\$139,781	\$144,022	\$167,200	\$167,200
S-18	Operations	\$754,239	\$1,049,114	\$718,800	\$718,800
S-19	Indirect Costs	\$68,622	\$67,457	\$82,180	\$82,180
S-20R	Expenditures paid by Reserves	\$0	\$0	\$0	\$0
S-20	Total Expenditures	\$1,026,235	\$1,292,873	\$1,031,380	\$1,031,380

DEBT SUMMARY		2020-2021 Actual	2021-2022 Estimated	2022-2023 Proposed	Final Approval
S-21	Principal Paid on Debt	\$0	\$0	\$0	\$0

CASH AND INVESTMENTS		2020-2021 Actual	2021-2022 Estimated	2022-2023 Proposed	Final Approval
S-22	TOTAL GENERAL FUNDS	\$1,068,141	\$1,068,141	\$1,108,858	\$1,108,858

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	\$61,630	\$61,726	\$61,822	\$61,822
S-26	c. Bond Funds	\$0	\$0	\$0	\$0
	Total Reserves (a+b+c)	\$61,630	\$61,726	\$61,822	\$61,822
S-27	Amount to be added				
S-28	a. Sinking and Debt Service Funds	\$0	\$0	\$0	\$0
S-29	b. Reserves	\$96	\$96	\$96	\$96
S-30	c. Bond Funds	\$0	\$0	\$0	\$0
	Total to be added (a+b+c)	\$96	\$96	\$96	\$96
S-31	Subtotal	\$61,726	\$61,822	\$61,918	\$61,918
S-32	Less Total to be spent	\$0	\$0	\$0	\$0
S-33	TOTAL RESERVES AT END OF FISCAL YEAR	\$61,726	\$61,822	\$61,918	\$61,918

End of Summary

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

Date adopted by Special District _____

DISTRICT ADDRESS: 506 Schroeder Drive
Wheatland, WY, 82201

PREPARED BY: Patrick Bookout and Glendowyn L

DISTRICT PHONE: 307-322-3210

Final Budget

Platte County Weed and Pest District (Combined)
NAME OF DISTRICT/BOARD

FYE 6/30/2023

PROPERTY TAXES AND ASSESSMENTS

	DOA Chart of Accounts	2020-2021 Actual	2021-2022 Estimated	2022-2023 Proposed	Final Approval
R-1 Property Taxes and Assessments Received					
R-1.1 Tax Levy (From the County Treasurer)	4001	\$510,950	\$519,544	\$440,000	\$440,000
R-1.2 Other County Support (see note on the right)	4005				

FORECASTED REVENUE

	DOA Chart of Accounts	2020-2021 Actual	2021-2022 Estimated	2022-2023 Proposed	Final 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				
R-2.4 Other (Specify)	4237				
R-2.5 Total Government Support		\$0	\$0	\$0	\$0
R-3 Operating Revenues					
R-3.1 Customer Charges	4300	\$477,515	\$543,907	\$359,500	\$359,500
R-3.2 Sales of Goods or Services	4300		\$153,100	\$150,000	\$150,000
R-3.3 Other Assessments	4503		\$10,713	\$10,000	\$10,000
R-3.4 Total Operating Revenues		\$477,515	\$707,720	\$519,500	\$519,500
R-4 Grants					
R-4.1 Direct Federal Grants	4201				
R-4.2 Federal Grants thru State Agencies	4201	\$120,800			
R-4.3 Grants from State Agencies	4211	\$115,000	\$97,000	\$45,000	\$45,000
R-4.4 Total Grants		\$235,800	\$97,000	\$45,000	\$45,000
R-5 Miscellaneous Revenue					
R-5.1 Interest	4501	\$3,907	\$1,668	\$1,350	\$1,350
R-5.2 Other: Specify <u>Sale of Capital Outlay</u>	4500	\$5,000	\$6,846	\$2,000	\$2,000
R-5.3 Other: See Additior <u>See Additional Details</u>		\$4,439	\$1,160	\$100	\$100
R-5.4 Total Miscellaneous		\$13,346	\$9,674	\$3,450	\$3,450
R-5.5 Total Forecasted Revenue		\$726,661	\$814,394	\$567,950	\$567,950
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

Final Budget

Platte County Weed and Pest District (Combined)

FYE 6/30/2023

NAME OF DISTRICT/BOARD

CAPITAL OUTLAY BUDGET

	DOA Chart of Accounts	2020-2021 Actual	2021-2022 Estimated	2022-2023 Proposed	Final Approval
E-1	Capital Outlay				
E-1.1	Real Property				
E-1.2	Vehicles		\$20,380	\$46,000	\$46,000
E-1.3	Office Equipment		\$1,500	\$2,000	\$2,000
E-1.4	Other (Specify)				
E-1.5	Spray/Other Equipment		\$3,262	\$2,200	\$2,200
E-1.6	Building/Land Improvements		\$7,138	\$13,000	\$13,000
E-1.7	see additional details	\$63,593			
E-1.8	TOTAL CAPITAL OUTLAY	\$63,593	\$32,280	\$63,200	\$63,200

ADMINISTRATION BUDGET

	DOA Chart of Accounts	2020-2021 Actual	2021-2022 Estimated	2022-2023 Proposed	Final Approval
E-2	Personnel Services				
E-2.1	Administrator	\$107,644	\$54,400	\$57,000	\$57,000
E-2.2	Secretary		\$48,000	\$50,000	\$50,000
E-2.3	Clerical		\$6,000	\$8,000	\$8,000
E-2.4	Other (Specify)				
E-2.5	Administrative Retiree Compensation Fund			\$10,000	\$10,000
E-2.6					
E-2.7					
E-3	Board Expenses				
E-3.1	Travel		\$69	\$500	\$500
E-3.2	Mileage		\$2,136	\$2,600	\$2,600
E-3.3	Other (Specify)				
E-3.4	Board Expenses	\$4,247	\$1,412	\$2,000	\$2,000
E-3.5	Bonds		\$264	\$250	\$250
E-3.6					
E-4	Contractual Services				
E-4.1	Legal		\$3,022	\$3,300	\$3,300
E-4.2	Accounting/Auditing	\$15,562	\$10,300	\$12,250	\$12,250
E-4.3	Other (Specify)				
E-4.4	Council Dues/Permits		\$2,526	\$3,000	\$3,000
E-4.5	IT & Drug Screens		\$5,308	\$5,200	\$5,200
E-4.6					
E-5	Other Administrative Expenses				
E-5.1	Office Supplies	\$3,771	\$2,670	\$4,000	\$4,000
E-5.2	Office equipment, rent & repair	\$989	\$2,236	\$2,400	\$2,400
E-5.3	Education		\$684	\$1,000	\$1,000
E-5.4	Registrations		\$930	\$1,200	\$1,200
E-5.5	Other (Specify)				
E-5.6	Books/Periodicals/Signs/2021 Misc	\$7,568	\$46	\$1,000	\$1,000
E-5.7	Freight/Postage		\$1,119	\$1,000	\$1,000
E-5.8	see additional details		\$2,900	\$2,500	\$2,500
E-6	TOTAL ADMINISTRATION	\$139,781	\$144,022	\$167,200	\$167,200

Final Budget

OPERATIONS BUDGET

		DOA Chart of Accounts	2020-2021 Actual	2021-2022 Estimated	2022-2023 Proposed	Final Approval
E-7	Personnel Services					
E-7.1	Wages--Operations	7202	\$141,545	\$141,981	\$150,000	\$150,000
E-7.2	Service Contracts	7203				
E-7.3	Other (Specify)					
E-7.4	Operations Retiree Compensation Fund	7204			\$4,000	\$4,000
E-7.5		7204				
E-7.6						
E-8	Travel					
E-8.1	Mileage	7211				
E-8.2	Other (Specify)					
E-8.3	Employee Travel	7212	\$735	\$4,140	\$4,200	\$4,200
E-8.4		7212				
E-8.5						
E-9	Operating supplies (List)					
E-9.1	Gas & Oil	7220	\$12,514	\$19,334	\$24,500	\$24,500
E-9.2	Safety/Medical supplies	7220		\$3,276	\$3,500	\$3,500
E-9.3	Equipment/Other repairs	7220	\$12,687	\$9,342	\$15,000	\$15,000
E-9.4	Small tools/Expendable items	7220	\$5,997	\$2,449	\$4,000	\$4,000
E-9.5	see additional details		\$22,413	\$727	\$1,000	\$1,000
E-10	Program Services (List)					
E-10.1	Chemicals	7230	\$100,410	\$556,605	\$370,000	\$370,000
E-10.2	Cost-shares	7230	\$34,531	\$31,882	\$38,500	\$38,500
E-10.3	Water sales expense	7230		\$742		
E-10.4	BTPD other	7230			\$500	\$500
E-10.5						
E-11	Contractual Arrangements (List)					
E-11.1	Reimbursement of Damages	7400		\$9,267	\$1,000	\$1,000
E-11.2	Aerial Spraying	7400	\$412,990	\$256,545	\$10,000	\$10,000
E-11.3	GF Cheatgrass Application	7400			\$73,000	\$73,000
E-11.4		7400				
E-11.5						
E-12	Other operations (Specify)					
E-12.1	Telephone/Internet	7450		\$2,295	\$2,600	\$2,600
E-12.2	Utilities	7450	\$10,417	\$8,632	\$10,000	\$10,000
E-12.3	Sprayer/Sprayed parts	7450		\$1,137	\$3,500	\$3,500
E-12.4	Certified weed free hay expense	7450			\$2,000	\$2,000
E-12.5	see additional details			\$760	\$1,500	\$1,500
E-13	TOTAL OPERATIONS		\$754,239	\$1,049,114	\$718,800	\$718,800

Final Budget

Platte County Weed and Pest District (Combined)

FYE 6/30/2023

INDIRECT COSTS BUDGET

	DOA Chart of Accounts	2020-2021 Actual	2021-2022 Estimated	2022-2023 Proposed	Final Approval
E-14 Insurance					
E-14.1	Liability	7502	\$2,612	\$2,700	\$2,700
E-14.2	Buildings and vehicles	7503	\$5,000	\$6,000	\$6,000
E-14.3	Equipment	7504			
E-14.4	Other (Specify)				
E-14.5	Vehicle Title/License	7505	\$65	\$50	\$50
E-14.6		7505			
E-14.7					
E-15 Indirect payroll costs:					
E-15.1	FICA (Social Security) taxes	7511	\$18,964	\$21,000	\$21,000
E-15.2	Workers Compensation	7512	\$5,797	\$8,000	\$8,000
E-15.3	Unemployment Taxes	7513	\$6,639	\$8,000	\$8,000
E-15.4	Retirement	7514	\$24,605	\$25,100	\$25,100
E-15.5	Health Insurance	7515			
E-15.6	Other (Specify)				
E-15.7	QSEHRA	7516	\$2,695	\$10,250	\$10,250
E-15.8	Phone Reimbursement	7516	\$1,080	\$1,080	\$1,080
E-15.9	see additional details				
		\$68,622			
E-17 TOTAL INDIRECT COSTS		\$68,622	\$67,457	\$82,180	\$82,180

DEBT SERVICE BUDGET

	DOA Chart of Accounts	2020-2021 Actual	2021-2022 Estimated	2022-2023 Proposed	Final Approval
D-1 Debt Service					
D-1.1	Principal	6401			
D-1.2	Interest	6410			
D-1.3	Fees	6420			
D-2 TOTAL DEBT SERVICE		\$0	\$0	\$0	\$0

Final Budget

Platte County Weed and Pest District (Combined)
NAME OF DISTRICT/BOARD

FYE 6/30/2023

GENERAL FUNDS

		End of Year	Beginning	Beginning		
		2020-2021 Actual	2021-2022 Estimated	2022-2023 Proposed	Final Approval	
C-1	Balances at Beginning of Fiscal Year	DOA Chart of Accounts				
C-1.1	General Fund Checking	1010	\$749,477	\$749,477	\$790,542	\$790,542
C-1.2	Savings and Investments	1040	\$88,321	\$88,321	\$88,321	\$88,321
C-1.3	General Fund CD Balance	1050	\$230,141	\$230,141	\$229,995	\$229,995
C-1.4	All Other Funds	1020	\$202	\$202		
C-1.5	Reserves (From Below)		\$61,726	\$61,726	\$61,918	\$61,918
C-1.6	Total Estimated Cash and Investments on Hand		\$1,129,867	\$1,129,867	\$1,170,776	\$1,170,776

C-2	General Fund Reductions:	2010				
C-2.1	a. Unpaid bills at FYE					
C-2.2	b. Reserves		\$61,726	\$61,822	\$61,918	\$61,918
C-2.3	Total Deductions (a+b)		\$61,726	\$61,822	\$61,918	\$61,918
C-2.4	Estimated Non-Restricted Funds Available		\$1,068,141	\$1,068,045	\$1,108,858	\$1,108,858

C-3	SINKING & DEBT SERVICE FUNDS	DOA Chart of Accounts
		1070

C-3		2020-2021 Actual	2021-2022 Estimated	2022-2023 Proposed	Final Approval
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

C-4	RESERVES	1090
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C-4		2020-2021 Actual	2021-2022 Estimated	2022-2023 Proposed	Final Approval
C-4.1	Beginning Balance in Reserve Account (end of previous year)	\$61,630	\$61,726	\$61,822	\$61,822
C-4.2	Date of Reserve Approval in Minutes: _____				
C-4.3	Amount to be added to the reserve	\$96	\$96	\$96	\$96
C-4.4	Date of Reserve Approval in Minutes: _____				
C-4.5	SUB-TOTAL	\$61,726	\$61,822	\$61,918	\$61,918
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	\$61,726	\$61,822	\$61,918	\$61,918

C-5	BOND FUNDS	1060
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C-5		2020-2021 Actual	2021-2022 Estimated	2022-2023 Proposed	Final Approval
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