

Final Budget

Platte County Weed and Pest District (SMA)	
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 Glendwyn Laffitte

S-A	BUDGET MESSAGE	W.S. 16-4-104(d)
<p>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.</p> <p>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.</p> <p>We do not anticipate any unusual expenditures in the new fiscal year. One new ATV and 1/2 of a pickup truck will be purchased through the Special Management Account.</p> <p>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 to encourage noxious weed and pest control by the landowners themselves.</p> <p>We are requesting one full mill for the Special Management Account for the continued programs that significantly benefit Platte County. One mill levy is sufficient for budget needs for the year.</p>		
S-B	RESERVE DESCRIPTION	
<p>The PCWP holds emergency reserve funds for unexpected weed or pest outbreaks that exceed the normal yearly costs. Our expected reserve at the end of FYE 2022 is \$30,959.00.</p>		

S-C		Does the district have regular office hours exceeding 20 hours per week? Yes	
Names of Board Members	Date of End of Term	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	
John Watson	1/31/23		
Roxie Harris	1/31/25		
Bill Criss	1/31/23		
Josh Graves	1/31/25		
Amy Miller	1/31/23		
Ron Lockhart	1/31/25		
Eric Heatherly	1/31/23		

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	\$281,510	\$278,621	\$356,240	\$356,240
S-2	Total Principal to Pay on Debt	\$0	\$0	\$0	\$0
S-3	Total Change to Restricted Funds	\$48	\$48	\$48	\$48
S-4	Total General Fund and Forecasted Revenues Available	\$998,057	\$1,007,953	\$1,055,332	\$1,055,332
S-5	Amount requested from County Commissioners	\$255,471	\$259,771	\$220,000	\$220,000
S-6	Additional Funding Needed :			\$0	\$0

REVENUE SUMMARY		2020-2021 Actual	2021-2022 Estimated	2022-2023 Proposed	Final Approval
S-7	Operating Revenues	\$51,778	\$57,413	\$60,000	\$60,000
S-8	Tax levy (From the County Treasurer)	\$255,471	\$259,771	\$220,000	\$220,000
S-9	Government Support	\$0	\$0	\$0	\$0
S-10	Grants	\$45,000	\$45,000	\$45,000	\$45,000
S-11	Other County Support (Not from Co. Treas.)	\$0	\$0	\$0	\$0
S-12	Miscellaneous	\$1,257	\$1,218	\$1,000	\$1,000
S-13	Other Forecasted Revenue	\$0	\$0	\$0	\$0

S-14	Total Revenue	\$353,506	\$363,402	\$326,000	\$326,000
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FY 7/1/22-6/30/23

Platte County Weed and Pest District (SMA)

EXPENDITURE SUMMARY		2020-2021 Actual	2021-2022 Estimated	2022-2023 Proposed	Final Approval
S-15	Capital Outlay	\$17,312	\$15,090	\$31,600	\$31,600
S-16	Interest and Fees On Debt	\$0	\$0	\$0	\$0
S-17	Administration	\$68,864	\$71,614	\$83,450	\$83,450
S-18	Operations	\$161,605	\$159,937	\$200,650	\$200,650
S-19	Indirect Costs	\$33,729	\$31,980	\$40,540	\$40,540
S-20R	Expenditures paid by Reserves	\$0	\$0	\$0	\$0
S-20	Total Expenditures	\$281,510	\$278,621	\$356,240	\$356,240

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	\$644,551	\$644,551	\$729,332	\$729,332

Summary of Reserve Funds

S-23	Beginning Balance in Reserve Accounts	\$0	\$0	\$0	\$0
S-24	a. Sinking and Debt Service Funds	\$30,815	\$30,863	\$30,911	\$30,911
S-25	b. Reserves	\$0	\$0	\$0	\$0
S-26	c. Bond Funds	\$30,815	\$30,863	\$30,911	\$30,911
	Total Reserves (a+b+c)				
S-27	Amount to be added	\$0	\$0	\$0	\$0
S-28	a. Sinking and Debt Service Funds	\$48	\$48	\$48	\$48
S-29	b. Reserves	\$0	\$0	\$0	\$0
S-30	c. Bond Funds	\$48	\$48	\$48	\$48
	Total to be added (a+b+c)				
S-31	Subtotal	\$30,863	\$30,911	\$30,959	\$30,959
S-32	Less Total to be spent	\$0	\$0	\$0	\$0
S-33	TOTAL RESERVES AT END OF FISCAL YEAR	\$30,863	\$30,911	\$30,959	\$30,959

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 Glendwyn L

DISTRICT PHONE: 307-322-3210

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

1/23/19 Form approved by Wyoming Department of Audit, Public Funds Division

Final Budget

Platte County Weed and Pest District (SMA)

FYE 6/30/2023

NAME OF DISTRICT/BOARD

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	\$255,471	\$259,771	\$220,000	\$220,000
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	\$51,778	\$57,413	\$60,000	\$60,000
R-3.2 Sales of Goods or Services	4300				
R-3.3 Other Assessments	4503				
R-3.4 Total Operating Revenues		\$51,778	\$57,413	\$60,000	\$60,000
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	\$45,000	\$45,000	\$45,000	\$45,000
R-4.4 Total Grants		\$45,000	\$45,000	\$45,000	\$45,000
R-5 Miscellaneous Revenue					
R-5.1 Interest	4501	\$1,257	\$1,218	\$1,000	\$1,000
R-5.2 Other: Specify _____	4500				
R-5.3 Other: Additional _____					
R-5.4 Total Miscellaneous		\$1,257	\$1,218	\$1,000	\$1,000
R-5.5 Total Forecasted Revenue		\$98,035	\$103,631	\$106,000	\$106,000
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 (SMA)

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	6201				
E-1.2 Vehicles	6210		\$9,140	\$23,000	\$23,000
E-1.3 Office Equipment	6211		\$750	\$1,000	\$1,000
E-1.4 Other (Specify)					
E-1.5 Sprayer/Other Equipment	6200		\$1,631	\$1,100	\$1,100
E-1.6 Building/Land Improvements	6200		\$3,569	\$6,500	\$6,500
E-1.7 see additional details		\$17,312			
E-1.8 TOTAL CAPITAL OUTLAY		\$17,312	\$15,090	\$31,600	\$31,600

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	7002	\$53,822	\$27,200	\$28,500	\$28,500
E-2.2 Secretary	7003		\$24,000	\$25,000	\$25,000
E-2.3 Clerical	7004		\$3,000	\$4,000	\$4,000
E-2.4 Other (Specify)					
E-2.5 Administrative Retiree Compensation Fund	7005			\$5,000	\$5,000
E-2.6	7005				
E-2.7					
E-3 Board Expenses					
E-3.1 Travel	7011		\$34	\$250	\$250
E-3.2 Mileage	7012		\$1,068	\$1,300	\$1,300
E-3.3 Other (Specify)					
E-3.4 Board Expenses	7013	\$2,123	\$707	\$1,000	\$1,000
E-3.5 Bonds	7013		\$132	\$125	\$125
E-3.6					
E-4 Contractual Services					
E-4.1 Legal	7021		\$1,195	\$1,500	\$1,500
E-4.2 Accounting/Auditing	7022	\$7,781	\$5,150	\$6,125	\$6,125
E-4.3 Other (Specify)					
E-4.4 Council Dues/Permits	7023		\$1,263	\$1,500	\$1,500
E-4.5 IT & Drug Screens	7023		\$2,654	\$2,600	\$2,600
E-4.6					
E-5 Other Administrative Expenses					
E-5.1 Office Supplies	7031	\$1,888	\$1,265	\$2,000	\$2,000
E-5.2 Office equipment, rent & repair	7032	\$494	\$1,118	\$1,200	\$1,200
E-5.3 Education	7033		\$342	\$500	\$500
E-5.4 Registrations	7034		\$465	\$600	\$600
E-5.5 Other (Specify)					
E-5.6 Books/Periodicals/Signs/2021 Misc	7035	\$2,756	\$23	\$500	\$500
E-5.7 Freight/Postage	7035		\$548	\$500	\$500
E-5.8 see additional details			\$1,450	\$1,250	\$1,250
E-6 TOTAL ADMINISTRATION		\$68,864	\$71,614	\$83,450	\$83,450

Final Budget

Platte County Weed and Pest District (SMA)

FYE 6/30/2023

OPERATIONS BUDGET

E-7 Personnel Services

E-7.1	Wages--Operations
E-7.2	Service Contracts
E-7.3	Other (Specify)
E-7.4	Operation Retiree Compensation Fund
E-7.5	
E-7.6	

E-8 Travel

E-8.1	Mileage
E-8.2	Other (Specify)
E-8.3	Employee Travel
E-8.4	
E-8.5	

E-9 Operating supplies (List)

E-9.1	Gas & Oil
E-9.2	Safety/Medical Supplies
E-9.3	Equipment/Other Repairs
E-9.4	Small Tools/Expendable Items
E-9.5	see additional details

E-10 Program Services (List)

E-10.1	LS Chemicals/Bio-control
E-10.2	BTPD Chemicals
E-10.3	BTPD Cost-share
E-10.4	BTPD Other
E-10.5	

E-11 Contractual Arrangements (List)

E-11.1	Reimbursement of Damages
E-11.2	Aerial Spraying
E-11.3	
E-11.4	
E-11.5	

E-12 Other operations (Specify)

E-12.1	Telephone/Internet
E-12.2	Utilities
E-12.3	Sprayer/Sprayer Parts
E-12.4	
E-12.5	

E-13 TOTAL OPERATIONS

DOA Chart of Accounts	2020-2021 Actual	2021-2022 Estimated	2022-2023 Proposed	Final Approval
7202	\$75,929	\$67,643	\$75,000	\$75,000
7203				
7204			\$2,000	\$2,000
7204				
7211				
7212	\$367	\$2,070	\$2,100	\$2,100
7212				
7220	\$6,682	\$9,762	\$12,250	\$12,250
7220		\$2,223	\$2,500	\$2,500
7220	\$6,621	\$5,898	\$8,000	\$8,000
7220	\$2,280	\$1,722	\$2,000	\$2,000
	\$642	\$351	\$500	\$500
7230	\$49,573	\$11,466	\$25,000	\$25,000
7230		\$40,566	\$45,000	\$45,000
7230	\$7,223	\$6,846	\$7,000	\$7,000
7230			\$500	\$500
7400			\$500	\$500
7400	\$7,080	\$5,414	\$10,000	\$10,000
7400				
7400				
7450		\$1,179	\$1,300	\$1,300
7450	\$5,208	\$4,353	\$5,000	\$5,000
7450		\$444	\$2,000	\$2,000
7450				
	\$161,605	\$159,937	\$200,650	\$200,650

Final Budget

Platte County Weed and Pest District (SMA)

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		\$1,306	\$1,350	\$1,350
E-14.2 Buildings and vehicles	7503		\$2,500	\$3,000	\$3,000
E-14.3 Equipment	7504				
E-14.4 Other (Specify)					
E-14.5 Vehicle Title/License	7505		\$25	\$25	\$25
E-14.6	7505				
E-14.7					
E-15 Indirect payroll costs:					
E-15.1 FICA (Social Security) taxes	7511		\$8,862	\$10,000	\$10,000
E-15.2 Workers Compensation	7512		\$2,081	\$4,000	\$4,000
E-15.3 Unemployment Taxes	7513		\$3,282	\$4,000	\$4,000
E-15.4 Retirement	7514		\$12,089	\$12,500	\$12,500
E-15.5 Health Insurance	7515				
E-15.6 Other (Specify)					
E-15.7 QSEHRA (1/2)	7516		\$1,295	\$5,125	\$5,125
E-15.8 1/2 Phone Reimbursement	7516		\$540	\$540	\$540
E-15.9 see additional details		\$33,729			
E-17 TOTAL INDIRECT COSTS		\$33,729	\$31,980	\$40,540	\$40,540

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 (SMA)

FYE 6/30/2023

NAME OF DISTRICT/BOARD

GENERAL FUNDS

		End of Year	Beginning	Beginning	
		2020-2021	2021-2022	2022-2023	Final Approval
		Actual	Estimated	Proposed	
DOA Chart of Accounts					
C-1	Balances at Beginning of Fiscal Year				
C-1.1	General Fund Checking	1010	\$491,146	\$491,146	\$575,927
C-1.2	Savings and Investments	1040	\$84,410	\$84,410	\$84,410
C-1.3	General Fund CD Balance	1050	\$68,995	\$68,995	\$68,995
C-1.4	All Other Funds	1020		\$0	
C-1.5	Reserves (From Below)		\$30,863	\$30,863	\$30,959
C-1.6	Total Estimated Cash and Investments on Hand		\$675,414	\$675,414	\$760,291
C-2	General Fund Reductions:				
C-2.1	a. Unpaid bills at FYE	2010			
C-2.2	b. Reserves		\$30,863	\$30,911	\$30,959
C-2.3	Total Deductions (a+b)		\$30,863	\$30,911	\$30,959
C-2.4	Estimated Non-Restricted Funds Available		\$644,551	\$644,503	\$729,332

DOA Chart of Accounts

SINKING & DEBT SERVICE FUNDS

1070

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

RESERVES

1090

		2020-2021	2021-2022	2022-2023	Final Approval
		Actual	Estimated	Proposed	
C-4	Beginning Balance in Reserve Account (end of previous year)	\$30,815	\$30,863	\$30,911	\$30,911
C-4.2	Date of Reserve Approval in Minutes:				
C-4.3	Amount to be added to the reserve	\$48	\$48	\$48	\$48
C-4.4	Date of Reserve Approval in Minutes: Interest Accrued				
C-4.5	SUB-TOTAL	\$30,863	\$30,911	\$30,959	\$30,959
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	\$30,863	\$30,911	\$30,959	\$30,959

BOND FUNDS

1060

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