

Final Budget

Platte County Weed and Pest District (PWP)	
Budget Hearing Information	
Po Box 775	Location: Platte County Weed and Pest
Wheatland, WY 82201	Date: 5/12/2019
307-322-3210	Time: 6:30 PM
Platte County	Budget Prepared by: Patrick Bookout & Glendowyn Laffitte

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

The Platte County Weed and Pest is submitting the 2019/2020 proposed budget. At this time all numbers are calculated using actual figures from July 1, 2018 through February 28th, 2019 with estimates from March 1st through June 30th of 2019.

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.

As indicated in sections R4.3 and E11.2, we are anticipating the possibility of a large population of grasshopper infestation and therefore have added the revenues and expenditures to this years budget. We also will be working with the Game and Fish Department to spray cheatgrass and other noxious weeds in the Britannia Fire Area. These figures are also shown in R4.3 and E11.2. The Platte County Weed and Pest Board voted to establish a QSEHRA for full-time employees. These figures are reflected in section E15.4. Section E11.2 reflects a reimbursement of damages to a private landowner's property. These figures are shown in R4.3 and E11.3. One new ATV and 1/2 of a pickup truck will be purchased through the Regular Weed and Pest Account.

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.

We are requesting one full mill for the Regular Weed and Pest Account for the continued programs that significantly benefit Platte County. One mill levy is sufficient for budget needs for the year.

After proposed budget was approved, we made the following changes: R5.2 from \$2,500 to \$5,000 and E1.5 from \$5,500 to \$7,700.

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 2019 is \$30,643 for the Emergency Fund and \$37,154 for the Grasshopper Fund for a total of \$67,797.

S-C

Names of Board Members	Date of End of Term	Does the district have regular office hours exceeding 20 hours per week? <input checked="" type="checkbox"/> Yes
John Watson	1/31/23	<p>If Yes, enter</p> 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
Roxie Harris	1/31/23	
Bill Criss	1/31/23	
Newton Russell	1/31/21	
Larry Yost	1/31/23	
Kirk McNutt	1/31/21	
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		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Final Approval
S-1	Total Budgeted Expenditures	\$723,639	\$735,993	\$908,505	\$908,505
S-2	Total Principal to Pay on Debt	\$0	\$0	\$0	\$0
S-3	Total Change to Restricted Funds	\$0	\$432	\$432	\$432
S-4	Total General Fund and Forecasted Revenues Available	\$990,055	\$1,155,566	\$1,224,420	\$1,224,420
S-5	<i>Amount requested from County Commissioners</i>	\$243,221	\$246,641	\$220,000	\$220,000
S-6	Additional Funding Needed :			\$0	\$0

REVENUE SUMMARY		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Final Approval
S-7	Operating Revenues	\$322,072	\$433,279	\$423,000	\$423,000
S-8	Tax levy (From the County Treasurer)	\$243,221	\$246,641	\$220,000	\$220,000
S-9	Government Support	\$0	\$0	\$0	\$0
S-10	Grants	\$0	\$50,000	\$150,000	\$150,000
S-11	Other County Support (Not from Co. Treas.)	\$0	\$0	\$0	\$0
S-12	Miscellaneous	\$4,012	\$4,896	\$9,400	\$9,400
S-13	Other Forecasted Revenue	\$0	\$0	\$0	\$0

S-14	Total Revenue	\$569,305	\$734,816	\$802,400	\$802,400
FY 7/1/19-6/30/20		Platte County Weed and Pest District (PWP)			

EXPENDITURE SUMMARY		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Final Approval
S-15	Capital Outlay	\$70,388	\$50,088	\$56,950	\$56,950
S-16	Interest and Fees On Debt	\$0	\$0	\$0	\$0
S-17	Administration	\$64,207	\$67,343	\$74,850	\$74,850
S-18	Operations	\$554,410	\$581,451	\$724,400	\$724,400
S-19	Indirect Costs	\$34,634	\$37,111	\$52,305	\$52,305
S-20R	Expenditures paid by Reserves	\$0	\$0	\$0	\$0
S-20	Total Expenditures	\$723,639	\$735,993	\$908,505	\$908,505

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

CASH AND INVESTMENTS		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Final Approval
S-22	TOTAL GENERAL FUNDS	\$420,750	\$420,750	\$422,020	\$422,020
Summary of Reserve Funds					
S-23	Beginning Balance in Reserve Accounts				
S-24	a. Depreciation Reserve	\$0	\$0	\$0	\$0
S-25	b. Other Reserve	\$67,365	\$67,365	\$67,797	\$67,797
S-26	c. Emergency Reserve (Cash)	\$0	\$0	\$0	\$0
	Total Reserves (a+b+c)	\$67,365	\$67,365	\$67,797	\$67,797
S-27	Amount to be added				
S-28	a. Depreciation Reserve	\$0	\$0	\$0	\$0
S-29	b. Other Reserve	\$0	\$432	\$432	\$432
S-30	c. Emergency Reserve (Cash)	\$0	\$0	\$0	\$0
	Total to be added (a+b+c)	\$0	\$432	\$432	\$432
S-31	Subtotal	\$67,365	\$67,797	\$68,229	\$68,229
S-32	Less Total to be spent	\$0	\$0	\$0	\$0
S-33	TOTAL RESERVES AT END OF FISCAL YEAR	\$67,365	\$67,797	\$68,229	\$68,229

End of Summary

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

Date adopted by Special District _____

DISTRICT ADDRESS: Po Box 775
Wheatland, WY 82201

PREPARED BY: Patrick Bookout & Glendowyn Laf

DISTRICT PHONE: 307-322-3210

Final Budget

Platte County Weed and Pest District (PWP)

FYE 6/30/2020

NAME OF DISTRICT/BOARD

PROPERTY TAXES AND ASSESSMENTS

		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Final Approval
R-1	Property Taxes and Assessments Received				
R-1.1	Tax Levy (From the County Treasurer)	\$243,221	\$246,641	\$220,000	\$220,000
R-1.2	Other County Support				

FORECASTED REVENUE

		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Final Approval
R-2	Revenues from Other Governments				
R-2.1	State Aid				
R-2.2	Additional County Aid (non-treasurer)				
R-2.3	City (or Town) Aid				
R-2.4	Other (Specify)				
R-2.5	Total Government Support	\$0	\$0	\$0	\$0
R-3	Operating Revenues				
R-3.1	Customer Charges	\$177,539	\$293,212	\$285,000	\$285,000
R-3.2	Sales of Goods or Services	\$131,295	\$125,930	\$126,000	\$126,000
R-3.3	Other Assessments	\$13,238	\$14,137	\$12,000	\$12,000
R-3.4	Total Operating Revenues	\$322,072	\$433,279	\$423,000	\$423,000
R-4	Grants				
R-4.1	Direct Federal Grants				
R-4.2	Federal Grants thru State Agencies				
R-4.3	Grants from State Agencies		\$50,000	\$150,000	\$150,000
R-4.4	Total Grants	\$0	\$50,000	\$150,000	\$150,000
R-5	Miscellaneous Revenue				
R-5.1	Interest	\$1,412	\$2,496	\$2,000	\$2,000
R-5.2	Other: Specify <u>Sale of Capital Outlay</u>			\$5,000	\$5,000
R-5.3	Other: See Additional	\$2,600	\$2,400	\$2,400	\$2,400
R-5.4	Total Miscellaneous	\$4,012	\$4,896	\$9,400	\$9,400
R-5.5	Total Forecasted Revenue	\$326,084	\$488,175	\$582,400	\$582,400
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

Final Budget

Platte County Weed and Pest District (PWP)

FYE 6/30/2020

NAME OF DISTRICT/BOARD

CAPITAL OUTLAY BUDGET

		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Final Approval
E-1	Capital Outlay				
E-1.1	Real Property				
E-1.2	Vehicles	\$61,494	\$40,530	\$34,000	\$34,000
E-1.3	Office Equipment	\$1,984		\$1,000	\$1,000
E-1.4	Other (Specify)				
E-1.5	<u>Spray Equipment/Other E</u>	\$6,910	\$5,680	\$7,700	\$7,700
E-1.6	<u>Building/Land Improve</u>		\$3,878	\$2,500	\$2,500
E-1.7	see additional details			\$11,750	\$11,750
E-1.8	TOTAL CAPITAL OUTLAY	\$70,388	\$50,088	\$56,950	\$56,950

ADMINISTRATION BUDGET

		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Final Approval
E-2	Personnel Services				
E-2.1	Administrator	\$48,175	\$26,100	\$25,900	\$25,900
E-2.2	Secretary		\$20,733	\$20,625	\$20,625
E-2.3	Clerical		\$6,000	\$6,000	\$6,000
E-2.4	Other (Specify)				
E-2.5	<u>Administrative Retiree Co</u>			\$5,000	\$5,000
E-2.6					
E-2.7					
E-3	Board Expenses				
E-3.1	Travel		\$107	\$500	\$500
E-3.2	Mileage	\$1,182	\$1,328	\$1,500	\$1,500
E-3.3	Other (Specify)				
E-3.4	<u>Board Expenses</u>	\$816	\$815	\$1,000	\$1,000
E-3.5	<u>Surety Bond</u>	\$107	\$107	\$125	\$125
E-3.6					
E-4	Contractual Services				
E-4.1	Legal	\$643	\$750	\$750	\$750
E-4.2	Accounting/Auditing	\$5,864	\$5,579	\$6,000	\$6,000
E-4.3	Other (Specify)				
E-4.4	<u>Council Dues/Permits</u>	\$1,263	\$1,363	\$1,500	\$1,500
E-4.5	<u>Credit Card Expense</u>	\$898	\$922	\$1,000	\$1,000
E-4.6					
E-5	Other Administrative Expenses				
E-5.1	Office Supplies	\$1,400	\$1,535	\$2,000	\$2,000
E-5.2	Office equipment, rent & repair	\$793	\$379	\$500	\$500
E-5.3	Education	\$25	\$231	\$500	\$500
E-5.4	Registrations	\$234	\$395	\$600	\$600
E-5.5	Other (Specify)				
E-5.6	<u>Books/Periodicals/Signs</u>	\$573	\$50	\$500	\$500
E-5.7	<u>Freight & Postage</u>	\$235	\$449	\$250	\$250
E-5.8	see additional details	\$2,000	\$500	\$600	\$600
E-6	TOTAL ADMINISTRATION	\$64,207	\$67,343	\$74,850	\$74,850

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Platte County Weed and Pest District (PWP)

FYE 6/30/2020

OPERATIONS BUDGET

		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Final Approval
E-7	Personnel Services				
E-7.1	Wages--Operations	\$93,843	\$94,677	\$97,200	\$97,200
E-7.2	Service Contracts				
E-7.3	Other (Specify)				
E-7.4	Operations Retiree Comp	\$53		\$5,000	\$5,000
E-7.5					
E-7.6					
E-8	Travel				
E-8.1	Mileage				
E-8.2	Other (Specify)				
E-8.3	Employee Travel	\$956	\$680	\$1,000	\$1,000
E-8.4					
E-8.5					
E-9	Operating supplies (List)				
E-9.1	Gas & Oil	\$6,221	\$7,688	\$8,000	\$8,000
E-9.2	Safety/Medical Supplies	\$449	\$244	\$500	\$500
E-9.3	Equipment/Other Repairs	\$7,637	\$6,403	\$10,000	\$10,000
E-9.4	Small tools/Expendable It	\$771	\$1,323	\$1,500	\$1,500
E-9.5	see additional details	\$226	\$490	\$400	\$400
E-10	Program Services (List)				
E-10.1	Chemical Expenses	\$216,047	\$222,279	\$206,000	\$206,000
E-10.2	Cost share	\$25,355	\$25,512	\$25,000	\$25,000
E-10.3	GH Cost share	\$2,063	\$5,000	\$7,500	\$7,500
E-10.4	Soil Amendment cost sha	\$194,154	\$11,697	\$30,000	\$30,000
E-10.5	see additional details	\$532	\$526	\$600	\$600
E-11	Contractual Arrangements (List)				
E-11.1	Reimbursement of Dama		\$167	\$22,500	\$22,500
E-11.2	GH Plane & Application		\$195,698	\$200,000	\$200,000
E-11.3	GF Cheatgrass Applicatio			\$100,000	\$100,000
E-11.4					
E-11.5					
E-12	Other operations (Specify)				
E-12.1	Telephone/Internet	\$1,141	\$1,206	\$1,200	\$1,200
E-12.2	Utilities	\$3,654	\$3,879	\$4,000	\$4,000
E-12.3	Sprayer & Sprayer parts	\$1,307	\$2,000	\$2,000	\$2,000
E-12.4	Certified Weed Free Hay				
E-12.5	see additional details		\$1,982	\$2,000	\$2,000
E-13	TOTAL OPERATIONS	\$554,410	\$581,451	\$724,400	\$724,400

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Platte County Weed and Pest District (PWP)

FYE 6/30/2020

INDIRECT COSTS BUDGET

			2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Final Approval
E-14	Insurance					
E-14.1	Liability		\$1,675	\$1,675	\$2,000	\$2,000
E-14.2	Buildings and vehicles		\$3,376	\$3,474	\$3,500	\$3,500
E-14.3	Equipment					
E-14.4	Other (Specify)					
E-14.5	<u>Vehicle Title/License</u>		\$52	\$32	\$50	\$50
E-14.6						
E-14.7						
E-15	Indirect payroll costs:					
E-15.1	FICA (Social Security) taxes		\$10,837	\$11,285	\$12,000	\$12,000
E-15.2	Workers Compensation		\$5,291	\$5,405	\$6,000	\$6,000
E-15.3	Unemployment Taxes		\$1,109	\$3,363	\$3,500	\$3,500
E-15.4	Retirement		\$12,295	\$11,877	\$12,000	\$12,000
E-15.5	Health Insurance					
E-15.6	Other (Specify)					
E-15.7	<u>Health Reimbursement A</u>				\$12,775	\$12,775
E-15.8	<u>1/2 Phone Reimbursemer</u>				\$480	\$480
E-15.9						
E-17	TOTAL INDIRECT COSTS		\$34,634	\$37,111	\$52,305	\$52,305

DEBT SERVICE BUDGET

			2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Final 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

Final Budget

Platte County Weed and Pest District (PWP)

FYE 6/30/2020

NAME OF DISTRICT/BOARD

GENERAL FUNDS

		End of Year	Beginning	Beginning	
		2017-2018	2018-2019	2019-2020	Final Approval
		Actual	Estimated	Proposed	
C-1	Balances at Beginning of Fiscal Year				
C-1.1	General Fund Checking Account Balance	\$163,912	\$163,912	\$162,735	\$162,735
C-1.2	Savings and Investments Account Balance	\$103,506	\$103,506	\$103,880	\$103,880
C-1.3	General Fund CD Balance	\$153,332	\$153,332	\$155,405	\$155,405
C-1.4	All Other Funds		\$0		
C-1.5	Reserves (From Below)	\$67,365	\$67,365	\$68,229	\$68,229
C-1.6	Total Estimated Cash and Investments on Hand	\$488,115	\$488,115	\$490,249	\$490,249
C-2	General Fund Reductions:				
C-2.1	a. Unpaid bills at FYE				
C-2.2	b. Reserves	\$67,365	\$67,797	\$68,229	\$68,229
C-2.3	Total Deductions (a+b)	\$67,365	\$67,797	\$68,229	\$68,229
C-2.4	Estimated Non-Restricted Funds Available	\$420,750	\$420,318	\$422,020	\$422,020

SINKING & DEBT SERVICE FUNDS

		2017-2018	2018-2019	2019-2020	Final Approval
		Actual	Estimated	Proposed	
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

RESERVES

		2017-2018	2018-2019	2019-2020	Final Approval
		Actual	Estimated	Proposed	
C-4	Beginning Balance in Reserve Account (end of previous year)	\$67,365	\$67,365	\$67,797	\$67,797
C-4.1	Beginning Balance in Reserve Account (end of previous year)	\$67,365	\$67,365	\$67,797	\$67,797
C-4.2	Date of Reserve Approval in Minutes: _____				
C-4.3	Amount to be added to the reserve		\$432	\$432	\$432
C-4.4	Date of Reserve Approval in Minutes: _____ <i>Interest Accrued</i>				
C-4.5	SUB-TOTAL	\$67,365	\$67,797	\$68,229	\$68,229
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	\$67,365	\$67,797	\$68,229	\$68,229

BOND FUNDS

		2017-2018	2018-2019	2019-2020	Final Approval
		Actual	Estimated	Proposed	
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

