

Proposed Budget

Platte County Weed and Pest District (SMA)	
Budget Hearing Information	
PO Box 775	Location: Platte County Weed and Pest
Wheatland, WY 82201	Date: 05/11/2021
307-322-3210	Time: 6:30 PM
Platte County	Budget Prepared by: Patrick Bookout & Glendwyn Laffitte

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

The Platte County Weed and Pest is submitting the 2021/2022 Proposed Budget. At this time all numbers are calculated using actual figures from July 1, 2020 through February 28th, 2021 with estimates from March 1st through June 30th of 2021.

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.

We do not anticipate any unusual expenditures in the new fiscal year. One new ATV and 1/2 a trailer will be purchased through the Special Management 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 Special Management Account for the continued programs that significantly benefit Platte County. One mill levy is sufficient for budget needs for the year.

We removed line E1.7 as our new insurance company will cover the ATVs and UTV's.

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 at the end of FYE 2021 is \$31,075.

S-C

Names of Board Members	Date of End of Term
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

Does the district have regular office hours exceeding 20 hours per week?	<input checked="" type="checkbox"/> Yes
If Yes, enter	
Address of office: 506 Schroeder Dr	
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

PROPOSED BUDGET SUMMARY

OVERVIEW		2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Pending Approval
S-1	Total Budgeted Expenditures	\$271,951	\$287,300	\$326,440	\$326,940
S-2	Total Principal to Pay on Debt	\$0	\$0	\$0	\$0
S-3	Total Change to Restricted Funds	\$128	\$130	\$130	\$130
S-4	Total General Fund and Forecasted Revenues Available	\$918,053	\$918,883	\$944,242	\$944,242
S-5	<i>Amount requested from County Commissioners</i>	\$252,030	\$253,706	\$220,000	\$220,000
S-6	Additional Funding Needed :			\$0	\$0

REVENUE SUMMARY		2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Pending Approval
S-7	Operating Revenues	\$46,147	\$45,915	\$45,000	\$45,000
S-8	Tax levy (From the County Treasurer)	\$252,030	\$253,706	\$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	\$2,273	\$1,659	\$1,000	\$1,000
S-13	Other Forecasted Revenue	\$0	\$0	\$0	\$0

S-14	Total Revenue	\$345,450	\$346,280	\$311,000	\$311,000
FY 7/1/21-6/30/22		Platte County Weed and Pest District (SMA)			

EXPENDITURE SUMMARY		2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Pending Approval
S-15	Capital Outlay	\$34,806	\$17,135	\$18,100	\$18,100
S-16	Interest and Fees On Debt	\$0	\$0	\$0	\$0
S-17	Administration	\$66,781	\$69,373	\$81,475	\$81,975
S-18	Operations	\$140,443	\$167,928	\$185,550	\$185,550
S-19	Indirect Costs	\$29,921	\$32,864	\$41,315	\$41,315
S-20R	Expenditures paid by Reserves	\$0	\$0	\$0	\$0
S-20	Total Expenditures	\$271,951	\$287,300	\$326,440	\$326,940

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	\$572,603	\$572,603	\$633,242	\$633,242
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	\$30,687	\$30,815	\$30,945	\$30,945
S-26	c. Bond Funds	\$0	\$0	\$0	\$0
	Total Reserves (a+b+c)	\$30,687	\$30,815	\$30,945	\$30,945
S-27	Amount to be added				
S-28	a. Sinking and Debt Service Funds	\$0	\$0	\$0	\$0
S-29	b. Reserves	\$128	\$130	\$130	\$130
S-30	c. Bond Funds	\$0	\$0	\$0	\$0
	Total to be added (a+b+c)	\$128	\$130	\$130	\$130
S-31	Subtotal	\$30,815	\$30,945	\$31,075	\$31,075
S-32	Less Total to be spent	\$0	\$0	\$0	\$0
S-33	TOTAL RESERVES AT END OF FISCAL YEAR	\$30,815	\$30,945	\$31,075	\$31,075

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 & Glendwyn Laf

DISTRICT PHONE: 307-322-3210

Proposed Budget

Platte County Weed and Pest District (SMA)

FYE 06/30/2022

NAME OF DISTRICT/BOARD

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	\$252,030	\$253,706	\$220,000	\$220,000
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				
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	\$46,147	\$45,915	\$45,000	\$45,000
R-3.2 Sales of Goods or Services	4300				
R-3.3 Other Assessments	4503				
R-3.4 Total Operating Revenues		\$46,147	\$45,915	\$45,000	\$45,000
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	\$1,824	\$1,659	\$1,000	\$1,000
R-5.2 Other: Specify Insurance Refund	4500	\$449			
R-5.3 Other: Additional					
R-5.4 Total Miscellaneous		\$2,273	\$1,659	\$1,000	\$1,000
R-5.5 Total Forecasted Revenue		\$93,420	\$92,574	\$91,000	\$91,000
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

Proposed Budget

Platte County Weed and Pest District (SMA)

FYE 06/30/2022

NAME OF DISTRICT/BOARD

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				
E-1.2	Vehicles	6210	\$33,059	\$14,220	\$9,500	\$9,500
E-1.3	Office Equipment	6211	\$488	\$2,915	\$1,000	\$1,000
E-1.4	Other (Specify)					
E-1.5	Sprayer/Other Equipment	6200	\$815		\$1,100	\$1,100
E-1.6	Building/Land Improvements	6200	\$444		\$6,500	\$6,500
E-1.7						
E-1.8	TOTAL CAPITAL OUTLAY		\$34,806	\$17,135	\$18,100	\$18,100

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	\$53,299	\$26,346	\$27,200	\$27,200
E-2.2	Secretary	7003		\$23,390	\$24,000	\$24,000
E-2.3	Clerical	7004		\$3,874	\$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	\$3		\$250	\$250
E-3.2	Mileage	7012	\$1,365	\$1,299	\$1,300	\$1,300
E-3.3	Other (Specify)					
E-3.4	Board Expenses	7013	\$755	\$909	\$1,000	\$1,000
E-3.5	Surety Bond	7013	\$107	\$107	\$125	\$125
E-3.6						
E-4	Contractual Services					
E-4.1	Legal	7021	\$953	\$1,617	\$1,700	\$1,700
E-4.2	Accounting/Auditing	7022	\$5,721	\$5,722	\$5,500	\$5,500
E-4.3	Other (Specify)					
E-4.4	Council Dues/Permits	7023	\$1,412	\$2,200	\$2,500	\$2,500
E-4.5	IT & Drug Screen	7023			\$2,550	\$2,550
E-4.6						
E-5	Other Administrative Expenses					
E-5.1	Office Supplies	7031	\$1,222	\$1,687	\$2,000	\$2,000
E-5.2	Office equipment, rent & repair	7032	\$462	\$477	\$500	\$500
E-5.3	Education	7033	\$185	\$424	\$1,000	\$1,000
E-5.4	Registrations	7034	\$340		\$600	\$600
E-5.5	Other (Specify)					
E-5.6	Books/Periodicals/Signs	7035	\$165	\$321	\$500	\$500
E-5.7	Freight/Postage	7035	\$192	\$50	\$300	\$300
E-5.8	see additional details		\$600	\$950	\$1,450	\$1,950
E-6	TOTAL ADMINISTRATION		\$66,781	\$69,373	\$81,475	\$81,975

Proposed Budget

Platte County Weed and Pest District (SMA)

FYE 06/30/2022

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	\$57,973	\$75,104	\$75,000	\$75,000
E-7.2	Service Contracts				
E-7.3	Other (Specify)				
E-7.4	Operations Retirement Compensation Fund			\$2,000	\$2,000
E-7.5					
E-7.6					
E-8	Travel				
E-8.1	Mileage				
E-8.2	Other (Specify)				
E-8.3	Employee Travel	\$862	\$850	\$1,000	\$1,000
E-8.4					
E-8.5					
E-9	Operating supplies (List)				
E-9.1	Gas & Oil	\$7,449	\$6,512	\$8,000	\$8,000
E-9.2	Safety/Medical Supplies	\$984	\$994	\$1,000	\$1,000
E-9.3	Equipment/Other Repairs	\$7,794	\$6,501	\$10,000	\$10,000
E-9.4	Small tools/Expendable Items	\$1,721	\$1,824	\$2,000	\$2,000
E-9.5	see additional details	\$452	\$661	\$600	\$600
E-10	Program Services (List)				
E-10.1	LS Chemical/Bio-Control	\$15,597	\$22,000	\$25,000	\$25,000
E-10.2	BTPD Chemical	\$20,694	\$33,303	\$30,000	\$30,000
E-10.3	BTPD Cost-share	\$6,245	\$6,245	\$7,000	\$7,000
E-10.4	BTPD other	\$71	\$305	\$500	\$500
E-10.5					
E-11	Contractual Arrangements (List)				
E-11.1	Reimbursement of Damages	\$140		\$500	\$500
E-11.2	Aerial Spraying	\$15,000	\$7,080	\$15,000	\$15,000
E-11.3					
E-11.4					
E-11.5					
E-12	Other operations (Specify)				
E-12.1	Telephone/Internet	\$1,216	\$1,229	\$1,300	\$1,300
E-12.2	Utilities	\$3,703	\$3,917	\$4,600	\$4,600
E-12.3	Sprayer/Sprayer Parts	\$496	\$1,357	\$2,000	\$2,000
E-12.4	Rental Expense	\$46	\$46	\$50	\$50
E-12.5					
E-13	TOTAL OPERATIONS	\$140,443	\$167,928	\$185,550	\$185,550

Proposed Budget

Platte County Weed and Pest District (SMA)

FYE 06/30/2022

INDIRECT COSTS BUDGET

	DOA Chart of Accounts	2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Pending Approval
E-14	Insurance				
E-14.1	Liability	\$1,247	\$1,247	\$1,250	\$1,250
E-14.2	Buildings and vehicles	\$2,216	\$2,500	\$2,875	\$2,875
E-14.3	Equipment				
E-14.4	Other (Specify)				
E-14.5	Vehicle Title/License	\$32	\$23	\$25	\$25
E-14.6					
E-14.7					
E-15	Indirect payroll costs:				
E-15.1	FICA (Social Security) taxes	\$8,533	\$9,624	\$10,000	\$10,000
E-15.2	Workers Compensation	\$4,007	\$2,688	\$5,000	\$5,000
E-15.3	Unemployment Taxes	\$2,456	\$3,370	\$4,000	\$4,000
E-15.4	Retirement	\$9,203	\$11,312	\$12,500	\$12,500
E-15.5	Health Insurance				
E-15.6	Other (Specify)				
E-15.7	QSEHRA	\$1,822	\$1,560	\$5,125	\$5,125
E-15.8	1/2 Phone Reimbursement	\$405	\$540	\$540	\$540
E-15.9					
E-17	TOTAL INDIRECT COSTS	\$29,921	\$32,864	\$41,315	\$41,315

DEBT SERVICE BUDGET

	DOA Chart of Accounts	2019-2020 Actual	2020-2021 Estimated	2021-2022 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

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

FYE 06/30/2022

GENERAL FUNDS				
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		End of Year	Beginning	Beginning	
C-1	Balances at Beginning of Fiscal Year	2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Pending Approval
C-1.1	General Fund Checking	\$420,239	\$420,239	\$479,219	\$479,219
C-1.2	Savings and Investments	\$84,322	\$84,322	\$84,381	\$84,381
C-1.3	General Fund CD Balance	\$68,042	\$68,042	\$69,642	\$69,642
C-1.4	All Other Funds	\$0	\$0	\$0	\$0
C-1.5	Reserves (From Below)	\$30,815	\$30,815	\$31,075	\$31,075
C-1.6	Total Estimated Cash and Investments on Hand	\$603,418	\$603,418	\$664,317	\$664,317

C-2	General Fund Reductions:	2010			
C-2.1	a. Unpaid bills at FYE				
C-2.2	b. Reserves	\$30,815	\$30,945	\$31,075	\$31,075
C-2.3	Total Deductions (a+b)	\$30,815	\$30,945	\$31,075	\$31,075
C-2.4	Estimated Non-Restricted Funds Available	\$572,603	\$572,473	\$633,242	\$633,242

	DOA Chart of Accounts				
SINKING & DEBT SERVICE FUNDS	1070				

		2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Pending 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	<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	1090				
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		2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Pending Approval
C-4	Beginning Balance in Reserve Account (end of previous year)	\$30,687	\$30,815	\$30,945	\$30,945
C-4.1	Beginning Balance in Reserve Account (end of previous year)	\$30,687	\$30,815	\$30,945	\$30,945
C-4.2	<i>Date of Reserve Approval in Minutes:</i> _____				
C-4.3	Amount to be added to the reserve	\$128	\$130	\$130	\$130
C-4.4	<i>Date of Reserve Approval in Minutes:</i> _____				
C-4.5	SUB-TOTAL	\$30,815	\$30,945	\$31,075	\$31,075
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	\$30,815	\$30,945	\$31,075	\$31,075

BOND FUNDS	1060				
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		2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Pending 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	<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