

## 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: 5/12/2020
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 2020/2021 Proposed Budget. At this time all numbers are calculated using actual figures from July 1, 2019 through February 29th, 2020 with estimates from March 1st through June 30th of 2020.

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.

We do not anticipate any unusual expenditures in the new fiscal year. One new ATV, and 1/2 of a UTV 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.

After proposed budget was approved, we made the following changes to the 2019-2020 Estimated column: R1.1 from \$242,006 to \$245,006; R3.1 from \$38,118 to \$41,618; E2.3 from \$2,787 to \$5,287 and E14.2 from \$3,905 to \$2,305.

**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 2020 is \$30,862.

**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	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
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

## PROPOSED BUDGET SUMMARY

OVERVIEW		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
S-1	<b>Total Budgeted Expenditures</b>	\$220,723	\$283,161	\$335,740	\$335,740
S-2	<b>Total Principal to Pay on Debt</b>	\$0	\$0	\$0	\$0
S-3	<b>Total Change to Restricted Funds</b>	\$171	\$175	\$175	\$175
S-4	<b>Total General Fund and Forecasted Revenues Available</b>	\$780,922	\$832,002	\$856,156	\$856,156
S-5	<i>Amount requested from County Commissioners</i>	\$246,147	\$245,006	\$220,000	\$220,000
S-6	<b>Additional Funding Needed :</b>			<b>\$0</b>	<b>\$0</b>

REVENUE SUMMARY		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
S-7	<b>Operating Revenues</b>	\$34,353	\$41,618	\$40,000	\$40,000
S-8	<b>Tax levy (From the County Treasurer)</b>	\$246,147	\$245,006	\$220,000	\$220,000
S-9	<b>Government Support</b>	\$0	\$0	\$0	\$0
S-10	<b>Grants</b>	\$0	\$45,000	\$45,000	\$45,000
S-11	<b>Other County Support (Not from Co. Treas.)</b>	\$0	\$0	\$0	\$0
S-12	<b>Miscellaneous</b>	\$1,190	\$1,146	\$1,200	\$1,200
S-13	<b>Other Forecasted Revenue</b>	\$0	\$0	\$0	\$0

S-14	<b>Total Revenue</b>	\$281,690	\$332,770	\$306,200	\$306,200
FY 7/1/20-6/30/21		Platte County Weed and Pest District (SMA)			

EXPENDITURE SUMMARY		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
S-15	<b>Capital Outlay</b>	\$12,604	\$34,374	\$32,250	\$32,250
S-16	<b>Interest and Fees On Debt</b>	\$0	\$0	\$0	\$0
S-17	<b>Administration</b>	\$63,879	\$66,924	\$76,375	\$76,375
S-18	<b>Operations</b>	\$115,896	\$152,717	\$186,050	\$186,050
S-19	<b>Indirect Costs</b>	\$28,344	\$29,146	\$41,065	\$41,065
S-20R	<b>Expenditures paid by Reserves</b>	\$0	\$0	\$0	\$0
S-20	<b>Total Expenditures</b>	\$220,723	\$283,161	\$335,740	\$335,740

DEBT SUMMARY		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
S-21	<b>Principal Paid on Debt</b>	\$0	\$0	\$0	\$0

CASH AND INVESTMENTS		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
S-22	<b>TOTAL GENERAL FUNDS</b>	\$499,232	\$499,232	\$549,956	\$549,956

Summary of Reserve Funds		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
S-23	<b>Beginning Balance in Reserve Accounts</b>				
S-24	a. Sinking and Debt Service Funds	\$0	\$0	\$0	\$0
S-25	b. Reserves	\$30,516	\$30,687	\$30,862	\$30,862
S-26	c. Bond Funds	\$0	\$0	\$0	\$0
	<b>Total Reserves (a+b+c)</b>	\$30,516	\$30,687	\$30,862	\$30,862
S-27	<b>Amount to be added</b>				
S-28	a. Sinking and Debt Service Funds	\$0	\$0	\$0	\$0
S-29	b. Reserves	\$171	\$175	\$175	\$175
S-30	c. Bond Funds	\$0	\$0	\$0	\$0
	<b>Total to be added (a+b+c)</b>	\$171	\$175	\$175	\$175
S-31	<b>Subtotal</b>	\$30,687	\$30,862	\$31,037	\$31,037
S-32	<b>Less Total to be spent</b>	\$0	\$0	\$0	\$0
S-33	<b>TOTAL RESERVES AT END OF FISCAL YEAR</b>	\$30,687	\$30,862	\$31,037	\$31,037

*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 & Glendownyn Laf

**DISTRICT PHONE:** 307-322-3210

# Proposed Budget

Platte County Weed and Pest District (SMA)

FYE 6/30/2021

NAME OF DISTRICT/BOARD

## PROPERTY TAXES AND ASSESSMENTS

		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
R-1	<b>Property Taxes and Assessments Received</b>				
R-1.1	<b>Tax Levy (From the County Treasurer)</b>	\$246,147	\$245,006	\$220,000	\$220,000
R-1.2	Other County Support				

## FORECASTED REVENUE

		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
R-2	<b>Revenues from Other Governments</b>				
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	<b>Total Government Support</b>	\$0	\$0	\$0	\$0
R-3	<b>Operating Revenues</b>				
R-3.1	Customer Charges	\$34,353	\$41,618	\$40,000	\$40,000
R-3.2	Sales of Goods or Services				
R-3.3	Other Assessments				
R-3.4	<b>Total Operating Revenues</b>	\$34,353	\$41,618	\$40,000	\$40,000
R-4	<b>Grants</b>				
R-4.1	Direct Federal Grants				
R-4.2	Federal Grants thru State Agencies				
R-4.3	Grants from State Agencies		\$45,000	\$45,000	\$45,000
R-4.4	<b>Total Grants</b>	\$0	\$45,000	\$45,000	\$45,000
R-5	<b>Miscellaneous Revenue</b>				
R-5.1	Interest	\$1,190	\$1,146	\$1,200	\$1,200
R-5.2	Other: Specify				
R-5.3	Other: Additional				
R-5.4	<b>Total Miscellaneous</b>	\$1,190	\$1,146	\$1,200	\$1,200
R-5.5	<b>Total Forecasted Revenue</b>	\$35,543	\$87,764	\$86,200	\$86,200
R-6	<b>Other Forecasted Revenue</b>				
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	<b>Total Other Forecasted Revenue (a+b)</b>	\$0	\$0	\$0	\$0

# Proposed Budget

Platte County Weed and Pest District (SMA)

FYE 6/30/2021

NAME OF DISTRICT/BOARD

## CAPITAL OUTLAY BUDGET

		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
<b>E-1</b>	<b>Capital Outlay</b>				
E-1.1	Real Property				
E-1.2	Vehicles	\$7,336	\$33,059	\$15,000	\$15,000
E-1.3	Office Equipment			\$1,500	\$1,500
E-1.4	Other (Specify)				
E-1.5	<u>Spray/Other Equipment</u>	\$1,390	\$815	\$1,500	\$1,500
E-1.6	<u>Building/Land Improve</u>	\$3,878	\$500	\$2,500	\$2,500
E-1.7	see additional details			\$11,750	\$11,750
E-1.8	<b>TOTAL CAPITAL OUTLAY</b>	<b>\$12,604</b>	<b>\$34,374</b>	<b>\$32,250</b>	<b>\$32,250</b>

## ADMINISTRATION BUDGET

		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
<b>E-2</b>	<b>Personnel Services</b>				
E-2.1	Administrator	\$50,429	\$25,578	\$26,500	\$26,500
E-2.2	Secretary		\$22,776	\$23,500	\$23,500
E-2.3	Clerical		\$5,287	\$5,000	\$5,000
E-2.4	Other (Specify)				
E-2.5	<u>Administrative Retiree Co</u>			\$5,000	\$5,000
E-2.6					
E-2.7					
<b>E-3</b>	<b>Board Expenses</b>				
E-3.1	Travel	\$107	\$5	\$500	\$500
E-3.2	Mileage	\$1,218	\$1,300	\$1,500	\$1,500
E-3.3	Other (Specify)				
E-3.4	<u>Board Expenses</u>	\$1,099	\$1,100	\$1,200	\$1,200
E-3.5	<u>Surety Bond</u>	\$107	\$107	\$125	\$125
E-3.6					
<b>E-4</b>	<b>Contractual Services</b>				
E-4.1	Legal	\$363	\$393	\$500	\$500
E-4.2	Accounting/Auditing	\$5,534	\$5,585	\$6,000	\$6,000
E-4.3	Other (Specify)				
E-4.4	<u>Council Dues/Permits</u>	\$1,363	\$1,263	\$1,500	\$1,500
E-4.5					
E-4.6					
<b>E-5</b>	<b>Other Administrative Expenses</b>				
E-5.1	Office Supplies	\$1,868	\$1,580	\$2,000	\$2,000
E-5.2	Office equipment, rent & repair	\$364	\$393	\$500	\$500
E-5.3	Education	\$385	\$395	\$500	\$500
E-5.4	Registrations	\$370	\$340	\$600	\$600
E-5.5	Other (Specify)				
E-5.6	<u>Books/Periodicals/Signs</u>	\$88	\$67	\$200	\$200
E-5.7	<u>Freight/Postage</u>	\$84	\$255	\$300	\$300
E-5.8	see additional details	\$500	\$500	\$950	\$950
E-6	<b>TOTAL ADMINISTRATION</b>	<b>\$63,879</b>	<b>\$66,924</b>	<b>\$76,375</b>	<b>\$76,375</b>

# Proposed Budget

Platte County Weed and Pest District (SMA)

FYE 6/30/2021

## OPERATIONS BUDGET

		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
<b>E-7</b>	<b>Personnel Services</b>				
E-7.1	Wages--Operations	\$51,864	\$51,989	\$68,000	\$68,000
E-7.2	Service Contracts				
E-7.3	Other (Specify)				
E-7.4	Operations Retiree Comp			\$5,000	\$5,000
E-7.5					
E-7.6					
<b>E-8</b>	<b>Travel</b>				
E-8.1	Mileage				
E-8.2	Other (Specify)				
E-8.3	Employee Travel	\$895	\$1,000	\$1,000	\$1,000
E-8.4					
E-8.5					
<b>E-9</b>	<b>Operating supplies (List)</b>				
E-9.1	Gas & Oil	\$6,782	\$7,258	\$8,000	\$8,000
E-9.2	Safety/Medical Supplies	\$469	\$567	\$1,000	\$1,000
E-9.3	Equipment/Other Repairs	\$3,355	\$6,515	\$7,000	\$7,000
E-9.4	Smal tools/Expendable ite	\$1,388	\$1,110	\$1,500	\$1,500
E-9.5	see additional details	\$488	\$360	\$500	\$500
<b>E-10</b>	<b>Program Services (List)</b>				
E-10.1	LS Chemical/Bio-Control	\$7,814	\$8,550	\$1,000	\$1,000
E-10.2	BTPD Chemical	\$13,075	\$48,118	\$50,000	\$50,000
E-10.3	BTPD Cost-share	\$12,191	\$6,000	\$15,000	\$15,000
E-10.4	BTPD other	\$1,045	\$71	\$1,000	\$1,000
E-10.5					
<b>E-11</b>	<b>Contractual Arrangements (List)</b>				
E-11.1	Reimbursement of Dama	\$114	\$140	\$500	\$500
E-11.2	Aerial Spraying	\$10,000	\$15,000	\$20,000	\$20,000
E-11.3					
E-11.4					
E-11.5					
<b>E-12</b>	<b>Other operations (Specify)</b>				
E-12.1	Telephone/Internet	\$1,213	\$1,327	\$1,500	\$1,500
E-12.2	Utilities	\$3,714	\$3,829	\$4,000	\$4,000
E-12.3	Sprayer/Sprayer Parts	\$1,443	\$837	\$1,000	\$1,000
E-12.4	Rental Expense	\$46	\$46	\$50	\$50
E-12.5					
<b>E-13</b>	<b>TOTAL OPERATIONS</b>	<b>\$115,896</b>	<b>\$152,717</b>	<b>\$186,050</b>	<b>\$186,050</b>

# Proposed Budget

Platte County Weed and Pest District (SMA)

FYE 6/30/2021

## INDIRECT COSTS BUDGET

			2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
<b>E-14</b>	<b>Insurance</b>					
E-14.1	Liability		\$1,824	\$1,824	\$2,000	\$2,000
E-14.2	Buildings and vehicles		\$3,561	\$2,305	\$2,500	\$2,500
E-14.3	Equipment					
E-14.4	Other (Specify)					
E-14.5	<u>Vehicle Title/License</u>		\$15	\$32	\$25	\$25
E-14.6						
E-14.7						
<b>E-15</b>	<b>Indirect payroll costs:</b>					
E-15.1	FICA (Social Security) taxes		\$7,576	\$8,025	\$10,000	\$10,000
E-15.2	Workers Compensation		\$3,277	\$3,790	\$5,000	\$5,000
E-15.3	Unemployment Taxes		\$1,866	\$2,121	\$3,500	\$3,500
E-15.4	Retirement		\$10,225	\$8,289	\$12,000	\$12,000
E-15.5	Health Insurance					
E-15.6	Other (Specify)					
E-15.7	<u>QSEHRA</u>			\$2,360	\$5,500	\$5,500
E-15.8	<u>1/2 Phone Reimburseme</u>			\$400	\$540	\$540
E-15.9						
<b>E-17</b>	<b>TOTAL INDIRECT COSTS</b>		<b>\$28,344</b>	<b>\$29,146</b>	<b>\$41,065</b>	<b>\$41,065</b>

## DEBT SERVICE BUDGET

			2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
<b>D-1</b>	<b>Debt Service</b>					
D-1.1	Principal					
D-1.2	Interest					
D-1.3	Fees					
<b>D-2</b>	<b>TOTAL DEBT SERVICE</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

# Proposed Budget

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

FYE 6/30/2021

## GENERAL FUNDS

		End of Year	Beginning	Beginning	
		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
<b>C-1</b>	<b>Balances at Beginning of Fiscal Year</b>				
C-1.1	General Fund Checking Account Balance	\$348,505	\$348,505	\$398,114	\$398,114
C-1.2	Savings and Investments Account Balance	\$84,118	\$84,118	\$84,233	\$84,233
C-1.3	General Fund CD Balance	\$66,609	\$66,609	\$67,609	\$67,609
C-1.4	All Other Funds		\$0		
C-1.5	Reserves (From Below)	\$30,687	\$30,687	\$31,037	\$31,037
C-1.6	<b>Total Estimated Cash and Investments on Hand</b>	<b>\$529,919</b>	<b>\$529,919</b>	<b>\$580,993</b>	<b>\$580,993</b>
<b>C-2</b>	<b>General Fund Reductions:</b>				
C-2.1	a. Unpaid bills at FYE				
C-2.2	b. Reserves	\$30,687	\$30,862	\$31,037	\$31,037
C-2.3	<b>Total Deductions (a+b)</b>	<b>\$30,687</b>	<b>\$30,862</b>	<b>\$31,037</b>	<b>\$31,037</b>
C-2.4	<b>Estimated Non-Restricted Funds Available</b>	<b>\$499,232</b>	<b>\$499,057</b>	<b>\$549,956</b>	<b>\$549,956</b>

## SINKING & DEBT SERVICE FUNDS

		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
<b>C-3</b>					
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	<b>SUB-TOTAL</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
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	<b>TOTAL CAPITAL OUTLAY (a+b+c)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
C-3.12	Balance to be retained	\$0	\$0	\$0	\$0

## RESERVES

		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
<b>C-4</b>					
C-4.1	Beginning Balance in Reserve Account (end of previous year)	\$30,516	\$30,687	\$30,862	\$30,862
C-4.2	Date of Reserve Approval in Minutes: _____				
C-4.3	Amount to be added to the reserve	\$171	\$175	\$175	\$175
C-4.4	Date of Reserve Approval in Minutes: _____ <i>Interest Accrued</i>				
C-4.5	<b>SUB-TOTAL</b>	<b>\$30,687</b>	<b>\$30,862</b>	<b>\$31,037</b>	<b>\$31,037</b>
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	<b>TOTAL OTHER RESERVE OUTLAY (a+b+c)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
C-4.12	Balance to be retained	\$30,687	\$30,862	\$31,037	\$31,037

## BOND FUNDS

		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
<b>C-5</b>					
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	<b>SUB-TOTAL</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
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	<b>TOTAL TO BE SPENT</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

