

Proposed Budget

Sheridan County Weed & Pest Control District	
Budget Hearing Information	
2667 Aero Loop	Location: District Office, 2667 Aero Loop, Sheridan WY
Sheridan, WY 82801	Date: 7/16/2020
307 672-3740	Time: 12:45 PM
Sheridan County	Budget Prepared by: Luke Sander

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

Sheridan County Weed and Pest Control District requests one full mil for the General Program and a second full mil for the Special Management Program. We, the Sheridan County Weed & Pest Board of Directors, hereby respectfully submit the tentative 2020-2021 budget for your consideration. The District will continue to fund the existing programs in the General and Special Management Budgets. We will be receiving numerous Federal & State grants to aid in the control of new invasive grasses in our county. This budget may be slightly different as our previous budget officer has retired and we think these changes better reflect our actual practices.

S-B RESERVE DESCRIPTION

Depreciation Reverse is used to replace equipment and building maintenance. Emergency Reserve is used in case of unforeseen circumstances or in the case of treating a time sensitive new invasive species.

S-C

Names of Board Members	Date of End of Term
Leo Ankney	1/1/21
James Gibbs	1/1/23
Chris Galloway	1/1/21
Rachel Mealor	1/1/23
Andrew Cassidy	1/1/23
Kenny Custis	1/1/23
George Good	1/1/21

Does the district have regular office hours exceeding 20 hours per week? Yes

If Yes, enter

Address of office: 2667 Aero Loop

City, State, Zip: Sheridan, WY 82801

Phone Number: 307 672-3740

Hours Open: 7:00AM to 4:00PM, Monday thru Friday, closed noon

Where are the minutes of your board meeting available for public review?
 2667 Aero Loop, Sheridan, WY 82801

How and where are the notices of meeting posted for the public?
 Budget hearing is published in the Sheridan Press and posted in the District Office @ 2667 Aero Loop, Sheridan, WY

Where are the public meetings held?
 Sheridan County Weed & Pest District Office, 2667 Aero Loop, Sheridan, WY

PROPOSED BUDGET SUMMARY

OVERVIEW		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
S-1	Total Budgeted Expenditures	\$1,610,016	\$2,541,036	\$3,295,946	\$3,295,946
S-2	Total Principal to Pay on Debt	\$0	\$0	\$0	\$0
S-3	Total Change to Restricted Funds	\$12,796	-\$25,000	\$11,000	\$11,000
S-4	Total General Fund and Forecasted Revenues Available	\$2,525,914	\$3,204,863	\$3,678,383	\$3,678,383
S-5	<i>Amount requested from County Commissioners</i>	\$1,047,796	\$1,123,062	\$1,188,156	\$1,188,156
S-6	Additional Funding Needed :			\$0	\$0

REVENUE SUMMARY		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
S-7	Operating Revenues	\$265,597	\$700,000	\$245,000	\$245,000
S-8	Tax levy (From the County Treasurer)	\$830,182	\$878,000	\$948,156	\$948,156
S-9	Government Support	\$28,920	\$58,100	\$114,000	\$114,000
S-10	Grants	\$383,563	\$487,366	\$461,400	\$461,400
S-11	Other County Support (Not from Co. Treas.)	\$217,614	\$245,062	\$240,000	\$240,000
S-12	Miscellaneous	\$19,547	\$55,844	\$10,500	\$10,500
S-13	Other Forecasted Revenue	\$0	\$0	\$988,000	\$988,000

S-14	Total Revenue	\$1,745,423	\$2,424,372	\$3,007,056	\$3,007,056
FY 7/1/20-6/30/21		Sheridan County Weed & Pest Control District			

EXPENDITURE SUMMARY		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
S-15	Capital Outlay	\$49,714	\$102,602	\$151,352	\$151,352
S-16	Interest and Fees On Debt	\$0	\$0	\$0	\$0
S-17	Administration	\$183,735	\$211,113	\$221,300	\$221,300
S-18	Operations	\$1,280,243	\$2,078,764	\$2,826,390	\$2,826,390
S-19	Indirect Costs	\$96,324	\$108,557	\$96,904	\$96,904
S-20R	Expenditures paid by Reserves	\$0	\$40,000	\$0	\$0
S-20	Total Expenditures	\$1,610,016	\$2,541,036	\$3,295,946	\$3,295,946

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

CASH AND INVESTMENTS		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
S-22	TOTAL GENERAL FUNDS	\$780,491	\$780,491	\$671,327	\$671,327

Summary of Reserve Funds		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
S-23	Beginning Balance in Reserve Accounts				
S-24	a. Sinking and Debt Service Funds	\$0	\$0	\$0	\$0
S-25	b. Reserves	\$503,775	\$516,571	\$491,571	\$491,571
S-26	c. Bond Funds	\$0	\$0	\$0	\$0
	Total Reserves (a+b+c)	\$503,775	\$516,571	\$491,571	\$491,571
S-27	Amount to be added				
S-28	a. Sinking and Debt Service Funds	\$0	\$0	\$0	\$0
S-29	b. Reserves	\$12,796	\$15,000	\$11,000	\$11,000
S-30	c. Bond Funds	\$0	\$0	\$0	\$0
	Total to be added (a+b+c)	\$12,796	\$15,000	\$11,000	\$11,000
S-31	Subtotal	\$516,571	\$531,571	\$502,571	\$502,571
S-32	Less Total to be spent	\$0	\$40,000	\$0	\$0
S-33	TOTAL RESERVES AT END OF FISCAL YEAR	\$516,571	\$491,571	\$502,571	\$502,571

End of Summary

Date adopted by Special District _____

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

DISTRICT ADDRESS: 2667 Aero Loop
Sheridan, WY 82801

PREPARED BY: Luke Sander

DISTRICT PHONE: 307 672-3740

Proposed Budget

Sheridan County Weed & Pest Control District
 NAME OF DISTRICT/BOARD _____

FYE 6/30/2021 _____

PROPERTY TAXES AND ASSESSMENTS

		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
R-1	Property Taxes and Assessments Received				
R-1.1	Tax Levy (From the County Treasurer)	\$830,182	\$878,000	\$948,156	\$948,156
R-1.2	Other County Support	\$217,614	\$245,062	\$240,000	\$240,000

FORECASTED REVENUE

		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending 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) <u>WYDOT & State Land</u>	\$28,920	\$58,100	\$114,000	\$114,000
R-2.5	Total Government Support	\$28,920	\$58,100	\$114,000	\$114,000
R-3	Operating Revenues				
R-3.1	Customer Charges				
R-3.2	Sales of Goods or Services	\$265,597	\$700,000	\$245,000	\$245,000
R-3.3	Other Assessments				
R-3.4	Total Operating Revenues	\$265,597	\$700,000	\$245,000	\$245,000
R-4	Grants				
R-4.1	Direct Federal Grants	\$142,382	\$215,000	\$204,500	\$204,500
R-4.2	Federal Grants thru State Agencies			\$6,500	\$6,500
R-4.3	Grants from State Agencies	\$241,181	\$272,366	\$250,400	\$250,400
R-4.4	Total Grants	\$383,563	\$487,366	\$461,400	\$461,400
R-5	Miscellaneous Revenue				
R-5.1	Interest	\$14,797	\$14,500	\$7,500	\$7,500
R-5.2	Other: Specify <u>Sponsorship of tour</u>	\$4,750	\$41,344	\$3,000	\$3,000
R-5.3	Other: Additional				
R-5.4	Total Miscellaneous	\$19,547	\$55,844	\$10,500	\$10,500
R-5.5	Total Forecasted Revenue	\$697,627	\$1,301,310	\$830,900	\$830,900
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	<u>Cooperative Ventenata Herbicide</u>			\$988,000	\$988,000
R-6.4	_____				
R-6.5	_____				
R-6.6	Total Other Forecasted Revenue (a+b)	\$0	\$0	\$988,000	\$988,000

Proposed Budget

Sheridan County Weed & Pest Control District
 NAME OF DISTRICT/BOARD

FYE 6/30/2021

CAPITAL OUTLAY BUDGET

		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
E-1	Capital Outlay				
E-1.1	Real Property	\$16,471	\$11,052	\$11,352	\$11,352
E-1.2	Vehicles	\$17,823	\$65,000	\$109,000	\$109,000
E-1.3	Office Equipment	\$6,308	\$8,050	\$9,000	\$9,000
E-1.4	Other (Specify)				
E-1.5	<u>Buildings & Grounds</u>	\$5,301	\$9,000	\$10,500	\$10,500
E-1.6	<u>Field Equipment</u>	\$3,811	\$9,500	\$11,500	\$11,500
E-1.7					
E-1.8	TOTAL CAPITAL OUTLAY	\$49,714	\$102,602	\$151,352	\$151,352

ADMINISTRATION BUDGET

		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
E-2	Personnel Services				
E-2.1	Administrator				
E-2.2	Secretary				
E-2.3	Clerical				
E-2.4	Other (Specify)				
E-2.5	<u>Administrative</u>	\$163,879	\$183,500	\$183,000	\$183,000
E-2.6					
E-2.7					
E-3	Board Expenses				
E-3.1	Travel	\$4,631	\$5,500	\$7,500	\$7,500
E-3.2	Mileage	\$1,120	\$2,055	\$2,800	\$2,800
E-3.3	Other (Specify)				
E-3.4					
E-3.5					
E-3.6					
E-4	Contractual Services				
E-4.1	Legal	\$0	\$3,000	\$5,000	\$5,000
E-4.2	Accounting/Auditing				
E-4.3	Other (Specify)				
E-4.4					
E-4.5					
E-4.6					
E-5	Other Administrative Expenses				
E-5.1	Office Supplies	\$3,269	\$4,700	\$7,300	\$7,300
E-5.2	Office equipment, rent & repair	\$7,166	\$8,058	\$8,700	\$8,700
E-5.3	Education	\$1,170	\$1,800	\$4,500	\$4,500
E-5.4	Registrations				
E-5.5	Other (Specify)				
E-5.6	<u>Weed & Pest Dues</u>	\$2,500	\$2,500	\$2,500	\$2,500
E-5.7					
E-5.8					
E-6	TOTAL ADMINISTRATION	\$183,735	\$211,113	\$221,300	\$221,300

Proposed Budget

OPERATIONS BUDGET					
		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
E-7	Personnel Services				
E-7.1	Wages--Operations	\$81,624	\$87,500	\$97,000	\$97,000
E-7.2	Service Contracts				
E-7.3	Other (Specify)				
E-7.4	_____				
E-7.5	_____				
E-7.6	_____				
E-8	Travel				
E-8.1	Mileage				
E-8.2	Other (Specify)				
E-8.3	Gas & Oil	\$10,286	\$12,000	\$15,000	\$15,000
E-8.4	_____				
E-8.5	_____				
E-9	Operating supplies (List)				
E-9.1	Supplies & Pesticides	\$123,568	\$145,000	\$185,000	\$185,000
E-9.2	Protective Equipment	\$3,206	\$4,000	\$5,000	\$5,000
E-9.3	Invasive Grasses Program	\$353,965	\$974,049	\$495,000	\$495,000
E-9.4	Leafy Spurge Program	\$110,457	\$120,000	\$130,000	\$130,000
E-9.5	see additional details	\$234,028	\$255,000	\$290,000	\$290,000
E-10	Program Services (List)				
E-10.1	Equipment & Rentals	\$2,500	\$5,000	\$8,000	\$8,000
E-10.2	Utilities	\$9,368	\$8,981	\$10,000	\$10,000
E-10.3	Postage & Freight	\$821	\$1,855	\$2,250	\$2,250
E-10.4	_____				
E-10.5	_____				
E-11	Contractual Arrangements (List)				
E-11.1	ROW Labor Contract	\$27,790	\$26,180	\$28,500	\$28,500
E-11.2	Contract Labor	\$131,175	\$135,000	\$136,000	\$136,000
E-11.3	Truck& Equip. Rentals	\$11,250	\$8,000	\$14,000	\$14,000
E-11.4	Integrated Management	\$938	\$12,550	\$63,000	\$63,000
E-11.5	see additional details	\$2,430	\$75,000	\$1,118,000	\$1,118,000
E-12	Other operations (Specify)				
E-12.1	City Weed & Pest Control	\$161,864	\$171,649	\$184,890	\$184,890
E-12.2	Sales Tax	\$10,861	\$32,000	\$39,750	\$39,750
E-12.3	Medusahead Tour	\$4,112	\$5,000	\$5,000	\$5,000
E-12.4	_____				
E-12.5	_____				
E-13	TOTAL OPERATIONS	\$1,280,243	\$2,078,764	\$2,826,390	\$2,826,390

Proposed Budget

Sheridan County Weed & Pest Control District

FYE 6/30/2021

INDIRECT COSTS BUDGET

		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
E-14	Insurance				
E-14.1	Liability	\$2,969	\$2,591	\$3,700	\$3,700
E-14.2	Buildings and vehicles	\$4,870	\$5,000	\$5,200	\$5,200
E-14.3	Equipment				
E-14.4	Other (Specify)				
E-14.5	<u>Surety Bond</u>	\$250	\$250	\$250	\$250
E-14.6	_____				
E-14.7	_____				
E-15	Indirect payroll costs:				
E-15.1	FICA (Social Security) taxes	\$18,703	\$22,200	\$20,891	\$20,891
E-15.2	Workers Compensation	\$9,403	\$4,891	\$4,671	\$4,671
E-15.3	Unemployment Taxes	\$397	\$625	\$592	\$592
E-15.4	Retirement	\$27,581	\$33,500	\$30,600	\$30,600
E-15.5	Health Insurance	\$32,151	\$39,500	\$31,000	\$31,000
E-15.6	Other (Specify)				
E-15.7	_____				
E-15.8	_____				
E-15.9	_____				
E-17	TOTAL INDIRECT COSTS	\$96,324	\$108,557	\$96,904	\$96,904

DEBT SERVICE BUDGET

		2018-2019 Actual	2019-2020 Estimated	2020-2021 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

Sheridan County Weed & Pest Control District
NAME OF DISTRICT/BOARD

FYE 6/30/2021

GENERAL FUNDS

		End of Year	Beginning	Beginning	
		2018-2019	2019-2020	2020-2021	Pending
		Actual	Estimated	Proposed	Approval
C-1	Balances at Beginning of Fiscal Year				
C-1.1	General Fund Checking Account Balance	\$576,278	\$576,278	\$464,997	\$464,997
C-1.2	Savings and Investments Account Balance	\$204,213	\$204,213	\$206,330	\$206,330
C-1.3	General Fund CD Balance		\$0		
C-1.4	All Other Funds		\$0		
C-1.5	Reserves (From Below)	\$516,571	\$516,571	\$502,571	\$502,571
C-1.6	Total Estimated Cash and Investments on Hand	\$1,297,062	\$1,297,062	\$1,173,898	\$1,173,898
C-2	General Fund Reductions:				
C-2.1	a. Unpaid bills at FYE			\$137,354	\$137,354
C-2.2	b. Reserves	\$516,571	\$491,571	\$502,571	\$502,571
C-2.3	Total Deductions (a+b)	\$516,571	\$491,571	\$639,925	\$639,925
C-2.4	Estimated Non-Restricted Funds Available	\$780,491	\$805,491	\$533,973	\$533,973

SINKING & DEBT SERVICE FUNDS

		2018-2019	2019-2020	2020-2021	Pending
		Actual	Estimated	Proposed	Approval
C-3					
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

		2018-2019	2019-2020	2020-2021	Pending
		Actual	Estimated	Proposed	Approval
C-4					
C-4.1	Beginning Balance in Reserve Account (end of previous year)	\$503,775	\$516,571	\$491,571	\$491,571
C-4.2	Date of Reserve Approval in Minutes: _____				
C-4.3	Amount to be added to the reserve	\$12,796	\$15,000	\$11,000	\$11,000
C-4.4	Date of Reserve Approval in Minutes: _____ <i>Interest</i>				
C-4.5	SUB-TOTAL	\$516,571	\$531,571	\$502,571	\$502,571
C-4.6	Identify the amount and project to be spent				
C-4.7	a. Herbicide _____		\$40,000		
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	\$40,000	\$0	\$0
C-4.12	Balance to be retained	\$516,571	\$491,571	\$502,571	\$502,571

BOND FUNDS

		2018-2019	2019-2020	2020-2021	Pending
		Actual	Estimated	Proposed	Approval
C-5					
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	\$40,000	\$0	\$0

