

Proposed Budget

Lingle Fort Laramie Conservation District	
Budget Hearing Information	
1441 East M Street Suite B	Location: Points West Bank Community Room Lingle
Torrington, Wyoming 82240	Date: 5/11/2021
307-534-5768	Time: 1:00 PM
Goshen County	Budget Prepared by: Karen Johnson

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

The Lingle Fort Laramie Conservation District has maintained an operational cash surplus in excess of \$40,000.00 for Programs and other Unexpected Expenses. In
 Additions there is a Board Designated Reserve Savings Account with approximately \$7,000.00. The Board would like to add \$15,000.00 more to this Reserve Account in the event of lack of funding loss this fiscal year. This Board requests the
 Maximum One Mill Levied for the Fiscal year ending 6/30/2022.

S-B RESERVE DESCRIPTION

The Lingle Fort Laramie Conservation District maintains an Emergency Reserve held in a separate savings account

S-C

Names of Board Members	Date of End of Term
Don McDowell	2022
Linda Nichol	2024
Dave Johnson	2024
Jenna Meeks	2024
Tim Bartel	2022

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

If Yes, enter

Address of office: 1441 East M Street, Suite B

City, State, Zip: Torrington, WY 82240

Phone Number: 307-534-5768

Hours Open: 8:00 am to 12:00 pm M-F

Where are the minutes of your board meeting available for public review?
 USDA Service Center, 1441 East M Street Suite B, Torrington, WY 82240 and on website: LinglefortlaramieConservationDistrict. Com

How and where are the notices of meeting posted for the public?
 Website Calendar of Events, Lobby of USDA building, and Facebook page

Where are the public meetings held?
 Points West Bank Lingle WY 82223

PROPOSED BUDGET SUMMARY

OVERVIEW		2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Pending Approval
S-1	Total Budgeted Expenditures	\$58,365	\$40,916	\$112,741	\$112,741
S-2	Total Principal to Pay on Debt	\$0	\$0	\$0	\$0
S-3	Total Change to Restricted Funds	\$0	\$0	\$15,000	\$15,000
S-4	Total General Fund and Forecasted Revenues Available	\$204,511	\$173,103	\$164,990	\$164,990
S-5	<i>Amount requested from County Commissioners</i>	\$58,142	\$44,500	\$45,000	\$45,000
S-6	Additional Funding Needed :			\$0	\$0

REVENUE SUMMARY		2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Pending Approval
S-7	Operating Revenues	\$0	\$0	\$0	\$0
S-8	Tax levy (From the County Treasurer)	\$58,142	\$44,500	\$45,000	\$45,000
S-9	Government Support	\$8,824	\$8,824	\$8,824	\$8,824
S-10	Grants	\$4,000	\$0	\$3,991	\$3,991
S-11	Other County Support (Not from Co. Treas.)	\$0	\$0	\$0	\$0
S-12	Miscellaneous	\$30,266	\$16,500	\$22,175	\$22,175
S-13	Other Forecasted Revenue	\$0	\$0	\$0	\$0
S-14	Total Revenue	\$101,232	\$69,824	\$79,990	\$79,990

FY 7/1/21-6/30/22 Lingle Fort Laramie Conservation District

EXPENDITURE SUMMARY		2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Pending Approval
S-15	Capital Outlay	\$0	\$0	\$30,000	\$30,000
S-16	Interest and Fees On Debt	\$0	\$0	\$0	\$0
S-17	Administration	\$8,814	\$32,600	\$39,000	\$39,000
S-18	Operations	\$47,823	\$3,316	\$38,791	\$38,791
S-19	Indirect Costs	\$1,728	\$5,000	\$4,950	\$4,950
S-20R	Expenditures paid by Reserves	\$0	\$0	\$0	\$0
S-20	Total Expenditures	\$58,365	\$40,916	\$112,741	\$112,741

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	\$103,279	\$103,279	\$85,000	\$85,000

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	\$0	\$7,000	\$7,000	\$7,000
S-26	c. Bond Funds	\$0	\$0	\$0	\$0
	Total Reserves (a+b+c)	\$0	\$7,000	\$7,000	\$7,000
S-27	Amount to be added				
S-28	a. Sinking and Debt Service Funds	\$0	\$0	\$0	\$0
S-29	b. Reserves	\$0	\$0	\$15,000	\$15,000
S-30	c. Bond Funds	\$0	\$0	\$0	\$0
	Total to be added (a+b+c)	\$0	\$0	\$15,000	\$15,000
S-31	Subtotal	\$0	\$7,000	\$22,000	\$22,000
S-32	Less Total to be spent	\$0	\$0	\$0	\$0
S-33	TOTAL RESERVES AT END OF FISCAL YEAR	\$0	\$7,000	\$22,000	\$22,000

End of Summary

Date adopted by Special District _____

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

DISTRICT ADDRESS: 1441 East M Street Suite B
Torrington, Wyoming 82240

PREPARED BY: Karen Johnson

DISTRICT PHONE: 307-534-5768

Proposed Budget

Lingle Fort Laramie Conservation District

FYE 6/30/2022

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	\$58,142	\$44,500	\$45,000	\$45,000
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	\$8,824	\$8,824	\$8,824	\$8,824
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		\$8,824	\$8,824	\$8,824	\$8,824
R-3 Operating Revenues					
R-3.1 Customer Charges	4300				
R-3.2 Sales of Goods or Services	4300				
R-3.3 Other Assessments	4503				
R-3.4 Total Operating Revenues		\$0	\$0	\$0	\$0
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	\$4,000		\$3,991	\$3,991
R-4.4 Total Grants		\$4,000	\$0	\$3,991	\$3,991
R-5 Miscellaneous Revenue					
R-5.1 Interest	4501	\$201	\$159	\$175	\$175
R-5.2 Other: Specify <u>TA Grant</u>	4500	\$12,621	\$0	\$0	
R-5.3 Other: See Additional		\$17,445	\$16,500	\$22,000	\$22,000
R-5.4 Total Miscellaneous		\$30,266	\$16,500	\$22,175	\$22,175
R-5.5 Total Forecasted Revenue		\$43,089	\$25,324	\$34,990	\$34,990
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

Lingle Fort Laramie Conservation District

FYE 6/30/2022

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			\$30,000	\$30,000
E-1.2 Vehicles	6210				
E-1.3 Office Equipment	6211				
E-1.4 Other (Specify)					
E-1.5 _____	6200				
E-1.6 _____	6200				
E-1.7 _____					
E-1.8 TOTAL CAPITAL OUTLAY		\$0	\$0	\$30,000	\$30,000

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	\$0	\$15,000	\$25,000	\$25,000
E-2.2 Secretary	7003	\$0	\$2,025	\$0	
E-2.3 Clerical	7004	\$0	\$0	\$0	
E-2.4 Other (Specify)					
E-2.5 _____	7005				
E-2.6 _____	7005				
E-2.7 _____					
E-3 Board Expenses					
E-3.1 Travel	7011	\$750	\$600	\$1,500	\$1,500
E-3.2 Mileage	7012	\$145	\$150	\$500	\$500
E-3.3 Other (Specify)					
E-3.4 Board Expenses	7013	\$144	\$1,000	\$1,000	\$1,000
E-3.5 _____	7013				
E-3.6 _____					
E-4 Contractual Services					
E-4.1 Legal	7021	\$309	\$600	\$600	\$600
E-4.2 Accounting/Auditing	7022	\$2,260	\$2,200	\$2,200	\$2,200
E-4.3 Other (Specify)					
E-4.4 _____	7023				
E-4.5 _____	7023				
E-4.6 _____					
E-5 Other Administrative Expenses					
E-5.1 Office Supplies	7031	\$0	\$1,600	\$1,000	\$1,000
E-5.2 Office equipment, rent & repair	7032	\$0	\$2,200	\$0	
E-5.3 Education	7033	\$0	\$300	\$1,000	\$1,000
E-5.4 Registrations	7034	\$1,125	\$850	\$1,000	\$1,000
E-5.5 Other (Specify)					
E-5.6 Dues and Subscriptions	7035	\$4,082	\$5,200	\$5,200	\$5,200
E-5.7 Election Fees	7035	\$0	\$875		
E-5.8 _____					
E-6 TOTAL ADMINISTRATION		\$8,814	\$32,600	\$39,000	\$39,000

Proposed Budget

Lingle Fort Laramie Conservation District

FYE 6/30/2022

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	7202 \$14,384	\$0	\$0	
E-7.2	Service Contracts	7203			
E-7.3	Other (Specify)				
E-7.4	_____	7204			
E-7.5	_____	7204			
E-7.6	_____				
E-8	Travel				
E-8.1	Mileage	7211 \$0	\$200	\$500	\$500
E-8.2	Other (Specify)				
E-8.3	Expense	7212			
E-8.4	_____	7212			
E-8.5	_____				
E-9	Operating supplies (List)				
E-9.1	Equipment Repairs	7220 \$996	\$300	\$1,500	\$1,500
E-9.2	Equipment Maintenance	7220 \$0	\$200	\$1,000	\$1,000
E-9.3	_____	7220			
E-9.4	_____	7220			
E-9.5	_____				
E-10	Program Services (List)				
E-10.1	Education	7230	\$250	\$1,000	\$1,000
E-10.2	Fair	7230 \$574	\$500	\$700	\$700
E-10.3	Community Clean-up Days	7230 \$932	\$0	\$2,500	\$2,500
E-10.4	District Shared Programs	7230 \$3,961	\$1,000	\$5,000	\$5,000
E-10.5	see additional details			\$22,500	\$22,500
E-11	Contractual Arrangements (List)				
E-11.1	WDA Lab Funds	7400 \$3,651	\$0	\$3,991	\$3,991
E-11.2	NPV Business Operations Reimbursement	7400 \$1,225	\$61	\$0	
E-11.3	NPV Payroll Contract	7400 \$22,100	\$805	\$0	
E-11.4	_____	7400			
E-11.5	_____				
E-12	Other operations (Specify)				
E-12.1	License Fees	7450 \$0	\$0	\$100	\$100
E-12.2	_____	7450			
E-12.3	_____	7450			
E-12.4	_____	7450			
E-12.5	_____				
E-13	TOTAL OPERATIONS	\$47,823	\$3,316	\$38,791	\$38,791

Proposed Budget

Lingle Fort Laramie Conservation District

FYE 6/30/2022

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	7502	\$500	\$500	\$750	\$750
E-14.2 Buildings and vehicles	7503				
E-14.3 Equipment	7504	\$494	\$2,000	\$200	\$200
E-14.4 Other (Specify)					
E-14.5 <u>Equipment Insurance</u>	7505		\$750	\$1,000	\$1,000
E-14.6 <u>Bonds</u>	7505	\$734	\$500	\$500	\$500
E-14.7					
E-15 Indirect payroll costs:					
E-15.1 FICA (Social Security) taxes	7511		\$1,000	\$1,500	\$1,500
E-15.2 Workers Compensation	7512		\$250	\$500	\$500
E-15.3 Unemployment Taxes	7513			\$500	\$500
E-15.4 Retirement	7514				
E-15.5 Health Insurance	7515				
E-15.6 Other (Specify)					
E-15.7	7516				
E-15.8	7516				
E-15.9					
E-17 TOTAL INDIRECT COSTS		\$1,728	\$5,000	\$4,950	\$4,950

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	6401				
D-1.2 Interest	6410				
D-1.3 Fees	6420				
D-2 TOTAL DEBT SERVICE		\$0	\$0	\$0	\$0

Proposed Budget

Lingle Fort Laramie Conservation District

FYE 6/30/2022

NAME OF DISTRICT/BOARD

GENERAL FUNDS

		End of Year	Beginning	Beginning	
		2019-2020	2020-2021	2021-2022	Pending
		Actual	Estimated	Proposed	Approval
C-1	Balances at Beginning of Fiscal Year				
C-1.1	General Fund Checking	\$96,317	\$96,317	\$85,000	\$85,000
C-1.2	Savings and Investments	\$6,962	\$6,962		
C-1.3	General Fund CD Balance				
C-1.4	All Other Funds				
C-1.5	Reserves (From Below)	\$0		\$22,000	\$22,000
C-1.6	Total Estimated Cash and Investments on Hand	\$103,279	\$103,279	\$107,000	\$107,000
C-2	General Fund Reductions:				
C-2.1	a. Unpaid bills at FYE				
C-2.2	b. Reserves			\$22,000	\$22,000
C-2.3	Total Deductions (a+b)			\$22,000	\$22,000
C-2.4	Estimated Non-Restricted Funds Available	\$103,279	\$103,279	\$85,000	\$85,000

	DOA Chart of Accounts
SINKING & DEBT SERVICE FUNDS	1070

		2019-2020	2020-2021	2021-2022	Pending
		Actual	Estimated	Proposed	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

	DOA Chart of Accounts
RESERVES	1090

		2019-2020	2020-2021	2021-2022	Pending
		Actual	Estimated	Proposed	Approval
C-4	Beginning Balance in Reserve Account (end of previous year)		\$7,000	\$7,000	\$7,000
C-4.1	Beginning Balance in Reserve Account (end of previous year)		\$7,000	\$7,000	\$7,000
C-4.2	<i>Date of Reserve Approval in Minutes:</i> _____				
C-4.3	Amount to be added to the reserve			\$15,000	\$15,000
C-4.4	<i>Date of Reserve Approval in Minutes:</i> _____				
C-4.5	SUB-TOTAL	\$0	\$7,000	\$22,000	\$22,000
C-4.6	Identify the amount and project to be spent				
C-4.7	a. Emergency Funding				
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	\$0	\$7,000	\$22,000	\$22,000

	DOA Chart of Accounts
BOND FUNDS	1060

		2019-2020	2020-2021	2021-2022	Pending
		Actual	Estimated	Proposed	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