

# Proposed Budget

SOUTH GOSHEN CONSERVATION DISTRICT															
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td style="padding: 2px;">1441 East M Street Suite B</td></tr> <tr><td style="padding: 2px;">Torrington, WY 82240</td></tr> <tr><td style="padding: 2px;">307-532-4880 ext 101</td></tr> <tr><td style="padding: 2px;">Goshen County</td></tr> </table>	1441 East M Street Suite B	Torrington, WY 82240	307-532-4880 ext 101	Goshen County	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td colspan="2" style="text-align: center;">Budget Hearing Information</td> </tr> <tr> <td style="padding: 2px;">Location:</td> <td style="padding: 2px;">USDA Service Center Torrington WY</td> </tr> <tr> <td style="padding: 2px;">Date:</td> <td style="padding: 2px;">5/13/2021</td> </tr> <tr> <td style="padding: 2px;">Time:</td> <td style="padding: 2px;">1:00 p.m.</td> </tr> <tr> <td colspan="2" style="padding: 2px;">Budget Prepared by: Samantha Valentine/Denise Lucero</td> </tr> </table>	Budget Hearing Information		Location:	USDA Service Center Torrington WY	Date:	5/13/2021	Time:	1:00 p.m.	Budget Prepared by: Samantha Valentine/Denise Lucero	
1441 East M Street Suite B															
Torrington, WY 82240															
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Budget Hearing Information															
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Date:	5/13/2021														
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Budget Prepared by: Samantha Valentine/Denise Lucero															

**S-A BUDGET MESSAGE** W S 18-4-104(d)

The South Goshen Conservation District Maintains an operational cash reserve of approximately \$30,000 for programs, unexpected expenses, and a couple months of Operation in the event of funding loss, along with a Savings Account of \$5,600 and two Certificates of Deposit with approximate funds of \$5500.00 and \$11,000.00 for the same. The Board requests the Maximum One Mill Levied for the Fiscal Year ending 6/30/2022.

**S-B RESERVE DESCRIPTION**

The South Goshen Conservation District Maintains an Emergency Reserve held in a separate savings account.

**S-C**

Names of Board Members	Date of End of Term
Dan Jackson	2022
Boyd Yeik	2024
Bob Baumgartner	2022
Jennifer Scheer	2024
Curtiss Grandstaff	2024

Does the district have regular office hours exceeding 20 hours per week?	<input checked="" type="checkbox"/> Yes
If Yes, enter	
Address of office:	1441 East M Street, Suite B
City, State, Zip:	Torrington, WY 82240
Phone Number:	307-532-4880 Ext 101
Hours Open:	7:30 - 4:00 M-F

Where are the minutes of your board meeting available for public review?  
 District Office, website - [www.conservgoshen.com](http://www.conservgoshen.com)

How and where are the notices of meeting posted for the public?  
 Calendar of Events, Website, Lobby USDA Service Center

Where are the public meetings held?  
 USDA Service Center

## PROPOSED BUDGET SUMMARY

OVERVIEW		2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Pending Approval
S-1	Total Budgeted Expenditures	\$31,541	\$50,153	\$113,891	\$113,891
S-2	Total Principal to Pay on Debt	\$0	\$0	\$0	\$0
S-3	Total Change to Restricted Funds	\$0	\$0	\$0	\$0
S-4	Total General Fund and Forecasted Revenues Available	\$168,300	\$162,673	\$207,756	\$207,756
S-5	Amount requested from County Commissioners	\$43,722	\$45,923	\$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)	\$43,722	\$45,923	\$45,000	\$45,000
S-9	Government Support	\$12,824	\$8,824	\$12,815	\$12,815
S-10	Grants	\$0	\$0	\$15,000	\$15,000
S-11	Other County Support (Not from Co. Treas.)	\$0	\$0	\$0	\$0
S-12	Miscellaneous	\$6,190	\$2,362	\$26,350	\$26,350
S-13	Other Forecasted Revenue	\$0	\$0	\$0	\$0

S-14	Total Revenue	\$62,736	\$57,109	\$99,165	\$99,165
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FY 7/1/21-6/30/22

SOUTH GOSHEN CONSERVATION DISTRICT

EXPENDITURE SUMMARY		2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Pending Approval
S-15	Capital Outlay	\$0	\$7,350	\$0	\$0
S-16	Interest and Fees On Debt	\$0	\$0	\$0	\$0
S-17	Administration	\$6,159	\$8,094	\$14,200	\$14,200
S-18	Operations	\$23,988	\$33,000	\$97,191	\$97,191
S-19	Indirect Costs	\$1,395	\$1,709	\$2,500	\$2,500
S-20R	Expenditures paid by Reserves	\$0	\$0	\$0	\$0
S-20	Total Expenditures	\$31,541	\$50,153	\$113,891	\$113,891

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	\$105,564	\$105,564	\$108,591	\$108,591

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

End of Summary

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

Date adopted by Special District 5/13/2021

*Denise Luce* District Manager

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

PREPARED BY: Samantha Valentine/Denise Luce

DISTRICT PHONE: 307-532-4880 ext 101

# Proposed Budget

SOUTH GOSHEN CONSERVATION DISTRICT  
 NAME OF DISTRICT/BOARD

FYE 6/30/2022

## PROPERTY TAXES AND ASSESSMENTS

	DOA Chart of Accounts	2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Pending Approval
<b>R-1 Property Taxes and Assessments Received</b>					
R-1.1 Tax Levy (From the County Treasurer)	4001	\$43,722	\$45,923	\$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
<b>R-2 Revenues from Other Governments</b>					
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) <u>WDA LAB FUNDS</u>	4237	\$4,000	\$0	\$3,991	\$3,991
R-2.5 <b>Total Government Support</b>		\$12,824	\$8,824	\$12,815	\$12,815
<b>R-3 Operating Revenues</b>					
R-3.1 Customer Charges	4300				
R-3.2 Sales of Goods or Services	4300				
R-3.3 Other Assessments	4503				
R-3.4 <b>Total Operating Revenues</b>		\$0	\$0	\$0	\$0
<b>R-4 Grants</b>					
R-4.1 Direct Federal Grants	4201				
R-4.2 Federal Grants thru State Agencies	4201				
R-4.3 Grants from State Agencies	4211			\$15,000	\$15,000
R-4.4 <b>Total Grants</b>		\$0	\$0	\$15,000	\$15,000
<b>R-5 Miscellaneous Revenue</b>					
R-5.1 Interest	4501	\$384	\$112	\$250	\$250
R-5.2 Other: Specify <u>DONATIONS</u>	4500	\$150		\$100	\$100
R-5.3 Other: See Additional		\$5,656	\$2,250	\$26,000	\$26,000
R-5.4 <b>Total Miscellaneous</b>		\$6,190	\$2,362	\$26,350	\$26,350
R-5.5 <b>Total Forecasted Revenue</b>		\$19,014	\$11,186	\$54,165	\$54,165
<b>R-6 Other Forecasted Revenue</b>					
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 <b>Total Other Forecasted Revenue (a+b)</b>		\$0	\$0	\$0	\$0

# Proposed Budget

SOUTH GOSHEN CONSERVATION DISTRICT  
 NAME OF DISTRICT/BOARD

FYE 6/30/2022

## CAPITAL OUTLAY BUDGET

	DOA Chart of Accounts	2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Pending Approval
<b>E-1 Capital Outlay</b>					
E-1.1 Real Property	6201				
E-1.2 Vehicles	6210				
E-1.3 Office Equipment	6211				
E-1.4 Other (Specify)					
E-1.5 GOPHER MACHINE	6200		\$4,650		
E-1.6 TRAILER FOR GOPHER MACHINE	6200		\$2,700		
E-1.7					
E-1.8 <b>TOTAL CAPITAL OUTLAY</b>		\$0	\$7,350	\$0	\$0

## ADMINISTRATION BUDGET

	DOA Chart of Accounts	2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Pending Approval
<b>E-2 Personnel Services</b>					
E-2.1 Administrator	7002				
E-2.2 Secretary	7003				
E-2.3 Clerical	7004				
E-2.4 Other (Specify)					
E-2.5	7005				
E-2.6	7005				
E-2.7					
<b>E-3 Board Expenses</b>					
E-3.1 Travel	7011			\$900	\$900
E-3.2 Mileage	7012				
E-3.3 Other (Specify)					
E-3.4 MEETING/BOARD	7013	\$536	\$1,172	\$1,400	\$1,400
E-3.5	7013				
E-3.6					
<b>E-4 Contractual Services</b>					
E-4.1 Legal	7021	\$324	\$109	\$1,000	\$1,000
E-4.2 Accounting/Auditing	7022	\$1,587	\$1,300	\$2,500	\$2,500
E-4.3 Other (Specify)					
E-4.4	7023				
E-4.5	7023				
E-4.6					
<b>E-5 Other Administrative Expenses</b>					
E-5.1 Office Supplies	7031		\$209	\$500	\$500
E-5.2 Office equipment, rent & repair	7032				
E-5.3 Education	7033				
E-5.4 Registrations	7034	\$80	\$744	\$1,000	\$1,000
E-5.5 Other (Specify)					
E-5.6 DUES AND SUBSCRIPTIONS	7035	\$3,632	\$4,000	\$6,000	\$6,000
E-5.7 ELECTION FEES	7035		\$560	\$900	\$900
E-5.8					
<b>E-6 TOTAL ADMINISTRATION</b>		\$6,159	\$8,094	\$14,200	\$14,200

# Proposed Budget

SOUTH GOSHEN CONSERVATION DISTRICT

FYE 6/30/2022

## OPERATIONS BUDGET

	DOA Chart of Accounts	2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Pending Approval
<b>E-7 Personnel Services</b>					
E-7.1	Wages—Operations	7202			
E-7.2	Service Contracts	7203			
E-7.3	Other (Specify)				
E-7.4	NPVCD PAYROLL CONTRACT	7204	\$17,532	\$22,759	\$28,000
E-7.5	NPVCD BUSINESS CONTRACT	7204	\$25	\$2,561	\$3,000
E-7.6					
<b>E-8 Travel</b>					
E-8.1	Mileage	7211			
E-8.2	Other (Specify)				
E-8.3		7212			
E-8.4		7212			
E-8.5					
<b>E-9 Operating supplies (List)</b>					
E-9.1	GOPHER MACHINE REPAIRS	7220		\$92	\$1,000
E-9.2		7220			
E-9.3		7220			
E-9.4		7220			
E-9.5					
<b>E-10 Program Services (List)</b>					
E-10.1	EDUCATION PROGRAM	7230		\$125	\$500
E-10.2	FAIR	7230	\$565	\$300	\$500
E-10.3	COMMUNITY PROJECTS	7230	\$25	\$598	\$5,000
E-10.4	TREE PROGRAM COST SHARE	7230	\$2,250	\$5,000	\$5,000
E-10.5	see additional details		\$100	\$1,515	\$17,100
<b>E-11 Contractual Arrangements (List)</b>					
E-11.1	STATE FORESTRY	7400		\$15,000	\$15,000
E-11.2	WWDC	7400		\$15,000	\$15,000
E-11.3		7400			
E-11.4		7400			
E-11.5	see additional details			\$3,000	\$3,000
<b>E-12 Other operations (Specify)</b>					
E-12.1	WDA LAB FEES	7450	\$3,491	\$3,991	\$3,991
E-12.2	LICENSE FEE	7450		\$50	\$100
E-12.3		7450			
E-12.4		7450			
E-12.5					
<b>E-13 TOTAL OPERATIONS</b>			\$23,988	\$33,000	\$97,191

# Proposed Budget

SOUTH GOSHEN CONSERVATION DISTRICT

FYE 6/30/2022

## INDIRECT COSTS BUDGET

	DOA Chart of Accounts	2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Pending Approval
<b>E-14 Insurance</b>					
E-14.1 Liability	7502	\$500	\$1,000	\$1,500	\$1,500
E-14.2 Buildings and vehicles	7503				
E-14.3 Equipment	7504	\$895	\$709	\$1,000	\$1,000
E-14.4 Other (Specify)					
E-14.5 _____	7505				
E-14.6 _____	7505				
E-14.7 _____					
<b>E-15 Indirect payroll costs:</b>					
E-15.1 FICA (Social Security) taxes	7511				
E-15.2 Workers Compensation	7512				
E-15.3 Unemployment Taxes	7513				
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 _____					
<b>E-17 TOTAL INDIRECT COSTS</b>		<b>\$1,395</b>	<b>\$1,709</b>	<b>\$2,500</b>	<b>\$2,500</b>

## DEBT SERVICE BUDGET

	DOA Chart of Accounts	2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Pending Approval
<b>D-1 Debt Service</b>					
D-1.1 Principal	6401				
D-1.2 Interest	6410				
D-1.3 Fees	6420				
<b>D-2 TOTAL DEBT SERVICE</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

# Proposed Budget

SOUTH GOSHEN CONSERVATION DISTRICT  
NAME OF DISTRICT/BOARD

FYE 6/30/2022

## 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	DOA Chart of Accounts				
C-1.1	General Fund Checking	1010	\$82,985	\$82,985	\$86,000	\$86,000
C-1.2	Savings and Investments	1040	\$5,692	\$5,692	\$5,696	\$5,696
C-1.3	General Fund CD Balance	1050	\$16,887	\$16,887	\$16,895	\$16,895
C-1.4	All Other Funds	1020	\$0	\$0	\$0	\$0
C-1.5	Reserves (From Below)		\$0	\$0	\$0	\$0
C-1.6	<b>Total Estimated Cash and Investments on Hand</b>		<b>\$105,564</b>	<b>\$105,564</b>	<b>\$108,591</b>	<b>\$108,591</b>

		2010			
C-2	<b>General Fund Reductions:</b>				
C-2.1	a. Unpaid bills at FYE				
C-2.2	b. Reserves	\$0	\$0	\$0	\$0
C-2.3	<b>Total Deductions (a+b)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
C-2.4	<b>Estimated Non-Restricted Funds Available</b>	<b>\$105,564</b>	<b>\$105,564</b>	<b>\$108,591</b>	<b>\$108,591</b>

DOA Chart of Accounts	1070
<b>SINKING &amp; DEBT SERVICE FUNDS</b>	

		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					
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

<b>RESERVES</b>	1090
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		2019-2020	2020-2021	2021-2022	Pending
		Actual	Estimated	Proposed	Approval
C-4	Beginning Balance in Reserve Account (end of previous year)		\$0	\$0	
C-4.1					
C-4.2	Date of Reserve Approval in Minutes:				
C-4.3	Amount to be added to the reserve				
C-4.4	Date of Reserve Approval in Minutes:				
C-4.5	<b>SUB-TOTAL</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</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	\$0	\$0	\$0	\$0

<b>BOND FUNDS</b>	1060
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		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					
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>

