

Final Budget

NORTH PLATTE VALLEY CONSERVATION DISTRICT	
Budget Hearing Information	
1441 East M, Suite B	Location: USDA Service Center
Torrington, WY 82240	Date: 7/13/2022
307-532-4880 EXT 101	Time: 6:00 PM
Goshen County	Budget Prepared by: Samantha Valentine/Denise Lucero

S-A	BUDGET MESSAGE	W.S. 16-12-403 (c)
<p>The North Platte Valley Conservaton District Operating Account has maintained a Minimum Balance of \$60,000.00 this fiscal year and is used for General Operations, specific Conservation Programs, and Emergency Funding of Operations in the event of Loss of Regular Funding. A Separate Tree Program Operating Account has been restricted by Management for the exclusive purpose of Operating the "Tree Program" that serves two of the three Conservation Districts in Goshen County. Minimum Account Balance each fiscal year maintains a beginning balance of \$10,500.00. The Board requests the Maximum One Mill Levied for the Fiscal Year ending 6/30/23.</p>		

S-B	RESERVE DESCRIPTION
<p>The District maintains a Management Designated Emergency Reserve in the form of a savings account that has an excess of \$30,000.00 this fiscal year. A Management Designated Tree Program Savings Reserve carries a minimum balance of \$27,000.00 each fiscal year</p>	

S-C		Does the district have regular office hours exceeding 20 hours per week?
	Date of End of Term	<input type="checkbox"/> Yes
Art Davis	2022	<p>If Yes, enter</p> <p>Address of office: 1441 East M, Suite B</p> <p>City, State, Zip: Torrington, WY 82240</p> <p>Phone Number: 307-532-4880 EXT 101</p> <p>Hours Open: M-F 7-4</p>
David Cushman	2024	
Kay McKee	2024	
Enoch Baumgartner	2024	
Chrissy Ochsner	2022	

Where are the minutes of your board meeting available for public review?
 Office and Website - www.conservegoshen.com

How and where are the notices of meeting posted for the public?
 Website www.conservegoshen.com and Lobby of USDA Service Center and Calendar of Events

Where are the public meetings held?
 USDA Service Center - 1441 East M, Torrington, WY 82240

FINAL BUDGET SUMMARY

OVERVIEW		2020-2021 Actual	2021-2022 Estimated	2022-2023 Proposed	Final Approval
S-1	Total Budgeted Expenditures	\$266,835	\$243,030	\$402,391	\$426,141
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	\$578,877	\$570,650	\$849,461	\$849,461
S-5	Amount requested from County Commissioners	\$161,115	\$165,350	\$161,500	\$161,500
S-6	Additional Funding Needed :			\$0	\$0

REVENUE SUMMARY		2020-2021 Actual	2021-2022 Estimated	2022-2023 Proposed	Final Approval
S-7	Operating Revenues	\$0	\$900	\$10,000	\$10,000
S-8	Tax levy (From the County Treasurer)	\$161,115	\$165,350	\$161,500	\$161,500
S-9	Government Support	\$8,824	\$8,824	\$8,824	\$8,824
S-10	Grants	\$0	\$3,991	\$3,991	\$3,991
S-11	Other County Support (Not from Co. Treas.)	\$0	\$0	\$0	\$0
S-12	Miscellaneous	\$98,828	\$81,475	\$174,850	\$174,850
S-13	Other Forecasted Revenue	\$0	\$0	\$0	\$0
S-14	Total Revenue	\$268,787	\$260,540	\$359,165	\$359,165

FY 7/1/22-6/30/23 NORTH PLATTE VALLEY CONSERVATION DISTRICT

EXPENDITURE SUMMARY		2020-2021 Actual	2021-2022 Estimated	2022-2023 Proposed	Final Approval
S-15	Capital Outlay	\$0	\$810	\$6,500	\$6,500
S-16	Interest and Fees On Debt	\$0	\$0	\$0	\$0
S-17	Administration	\$64,921	\$72,510	\$114,200	\$114,200
S-18	Operations	\$152,026	\$138,963	\$218,191	\$241,941
S-19	Indirect Costs	\$49,888	\$30,747	\$63,500	\$63,500
S-20R	Expenditures paid by Reserves	\$0	\$0	\$0	\$0
S-20	Total Expenditures	\$266,835	\$243,030	\$402,391	\$426,141

DEBT SUMMARY		2020-2021 Actual	2021-2022 Estimated	2022-2023 Proposed	Final Approval
S-21	Principal Paid on Debt	\$0	\$0	\$0	\$0

CASH AND INVESTMENTS		2020-2021 Actual	2021-2022 Estimated	2022-2023 Proposed	Final Approval
S-22	TOTAL GENERAL FUNDS	\$310,110	\$310,110	\$490,296	\$490,296

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
	Total Reserves (a+b+c)	\$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
	Total to be added (a+b+c)	\$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

Date adopted by Special District 7-13-2022

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



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

PREPARED BY: Samantha Valentine/Denise Luce

DISTRICT PHONE: 307-532-4880 EXT 101

Final Budget

NORTH PLATTE VALLEY CONSERVATION DISTRICT
 NAME OF DISTRICT/BOARD

FYE 6/30/2023

PROPERTY TAXES AND ASSESSMENTS

	DOA Chart of Accounts	2020-2021 Actual	2021-2022 Estimated	2022-2023 Proposed	Final Approval
R-1	Property Taxes and Assessments Received				
R-1.1	Tax Levy (From the County Treasurer)	\$161,115	\$165,350	\$161,500	\$161,500
R-1.2	Other County Support (see note on the right)				
	4005				

FORECASTED REVENUE

	DOA Chart of Accounts	2020-2021 Actual	2021-2022 Estimated	2022-2023 Proposed	Final Approval
R-2	Revenues from Other Governments				
R-2.1	State Aid	\$8,824	\$8,824	\$8,824	\$8,824
R-2.2	Additional County Aid (non-treasurer)				
R-2.3	City (or Town) Aid				
R-2.4	Other (Specify)				
R-2.5	Total Government Support	\$8,824	\$8,824	\$8,824	\$8,824
R-3	Operating Revenues				
R-3.1	Customer Charges		\$900	\$10,000	\$10,000
R-3.2	Sales of Goods or Services				
R-3.3	Other Assessments				
R-3.4	Total Operating Revenues	\$0	\$900	\$10,000	\$10,000
R-4	Grants				
R-4.1	Direct Federal Grants				
R-4.2	Federal Grants thru State Agencies				
R-4.3	Grants from State Agencies		\$3,991	\$3,991	\$3,991
R-4.4	Total Grants	\$0	\$3,991	\$3,991	\$3,991
R-5	Miscellaneous Revenue				
R-5.1	Interest	\$85	\$75	\$150	\$150
R-5.2	Other: Specify <u>DONATIONS</u>	\$11,665	\$2,000	\$20,600	\$20,600
R-5.3	Other: See Additior <u>See Additional Details</u>	\$87,078	\$79,400	\$154,100	\$154,100
R-5.4	Total Miscellaneous	\$98,828	\$81,475	\$174,850	\$174,850
R-5.5	Total Forecasted Revenue	\$107,652	\$95,190	\$197,665	\$197,665
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	_____				
R-6.4	_____				
R-6.5	_____				
R-6.6	Total Other Forecasted Revenue (a+b)	\$0	\$0	\$0	\$0

Final Budget

NORTH PLATTE VALLEY CONSERVATION DISTRICT
NAME OF DISTRICT/BOARD

FYE 6/30/2023

CAPITAL OUTLAY BUDGET

	DOA Chart of Accounts	2020-2021 Actual	2021-2022 Estimated	2022-2023 Proposed	Final Approval
E-1	Capital Outlay				
E-1.1	Real Property				
E-1.2	Vehicles				
E-1.3	Office Equipment		\$810	\$1,500	\$1,500
E-1.4	Other (Specify)				
E-1.5	<u>EQUIPMENT/BUILDING</u>			\$5,000	\$5,000
E-1.6					
E-1.7					
E-1.8	TOTAL CAPITAL OUTLAY	\$0	\$810	\$6,500	\$6,500

ADMINISTRATION BUDGET

	DOA Chart of Accounts	2020-2021 Actual	2021-2022 Estimated	2022-2023 Proposed	Final Approval
E-2	Personnel Services				
E-2.1	Administrator	\$42,628	\$43,000	\$47,100	\$47,100
E-2.2	Secretary				
E-2.3	Clerical		\$3,240	\$16,500	\$16,500
E-2.4	Other (Specify)				
E-2.5					
E-2.6					
E-2.7					
E-3	Board Expenses				
E-3.1	Travel	\$417	\$450	\$2,000	\$2,000
E-3.2	Mileage	\$323	\$350	\$2,500	\$2,500
E-3.3	Other (Specify)				
E-3.4	<u>MEETING/BOARD EXPENSE</u>	\$2,167	\$100	\$1,000	\$1,000
E-3.5	<u>CREDIT CARD FEES</u>		\$32	\$100	\$100
E-3.6					
E-4	Contractual Services				
E-4.1	Legal	\$109	\$5,000	\$5,000	\$5,000
E-4.2	Accounting/Auditing	\$5,034	\$6,000	\$9,000	\$9,000
E-4.3	Other (Specify)				
E-4.4					
E-4.5					
E-4.6					
E-5	Other Administrative Expenses				
E-5.1	Office Supplies	\$3,507	\$2,500	\$4,500	\$4,500
E-5.2	Office equipment, rent & repair				
E-5.3	Education				
E-5.4	Registrations		\$1,600	\$2,500	\$2,500
E-5.5	Other (Specify)				
E-5.6	<u>DUES & SUBSCRIPTIONS</u>	\$9,896	\$10,238	\$12,000	\$12,000
E-5.7	<u>ELECTION FEES</u>	\$840	\$0	\$3,000	\$3,000
E-5.8	<u>see additional details</u>			\$9,000	\$9,000
E-6	TOTAL ADMINISTRATION	\$64,921	\$72,510	\$114,200	\$114,200

Final Budget

NORTH PLATTE VALLEY CONSERVATION DISTRICT

FYE 6/30/2023

OPERATIONS BUDGET

	DOA Chart of Accounts	2020-2021 Actual	2021-2022 Estimated	2022-2023 Proposed	Final Approval
E-7	Personnel Services				
E-7.1	Wages—Operations	7202 \$42,485	\$15,000	\$42,000	\$42,000
E-7.2	Service Contracts	7203			
E-7.3	Other (Specify)				
E-7.4	TREE LABOR	7204 \$18,232	\$15,000	\$20,000	\$20,000
E-7.5		7204			
E-7.6					
E-8	Travel				
E-8.1	Mileage	7211			
E-8.2	Other (Specify)				
E-8.3		7212			
E-8.4		7212			
E-8.5					
E-9	Operating supplies (List)				
E-9.1	SEEDER EXPENSE	7220 \$3,435	\$810	\$1,500	\$1,500
E-9.2	NT DRILL	7220	\$75	\$5,000	\$5,000
E-9.3		7220			
E-9.4		7220			
E-9.5					
E-10	Program Services (List)				
E-10.1	EDUCATION PROGRAMS	7230	\$10,100	\$12,000	\$12,000
E-10.2	FAIR BOOTH	7230 \$1,161	\$1,000	\$1,200	\$1,200
E-10.3	TREE PROGRAM EXPENSES	7230 \$57,951	\$45,000	\$60,000	\$60,000
E-10.4	COMMUNITY PROGRAMS	7230 \$23,814	\$26,193	\$22,500	\$22,500
E-10.5					
E-11	Contractual Arrangements (List)				
E-11.1	RESOURCE COST-SHARE	7400	\$12,000	\$10,000	\$10,000
E-11.2	TREE COST SHARE	7400 \$4,948	\$9,794	\$15,000	\$15,000
E-11.3	SEED COST SHARE	7400		\$5,000	\$5,000
E-11.4	TIRE COST SHARE	7400		\$5,000	\$5,000
E-11.5					
E-12	Other operations (Specify)				
E-12.1	WDA LAB FUND	7450	\$3,991	\$3,991	\$3,991
E-12.2	WWCD REIMBURSEMENT EXPENSE	7450		\$15,000	\$15,000
E-12.3	LFL TREE PAYOUT	7450			\$23,750
E-12.4		7450			
E-12.5					
E-13	TOTAL OPERATIONS	\$152,026	\$138,963	\$218,191	\$241,941

Final Budget

NORTH PLATTE VALLEY CONSERVATION DISTRICT

FYE 6/30/2023

INDIRECT COSTS BUDGET

	DOA Chart of Accounts	2020-2021 Actual	2021-2022 Estimated	2022-2023 Proposed	Final Approval
E-14 Insurance					
E-14.1 Liability	7502	\$1,000	\$1,000	\$3,500	\$3,500
E-14.2 Buildings and vehicles	7503	\$754	\$611	\$1,000	\$1,000
E-14.3 Equipment	7504				
E-14.4 Other (Specify)					
E-14.5 _____	7505				
E-14.6 _____	7505				
E-14.7 _____					
E-15 Indirect payroll costs:					
E-15.1 FICA (Social Security) taxes	7511	\$7,887	\$5,000	\$9,000	\$9,000
E-15.2 Workers Compensation	7512	\$1,661	\$1,000	\$1,500	\$1,500
E-15.3 Unemployment Taxes	7513	\$193	\$150	\$1,000	\$1,000
E-15.4 Retirement	7514	\$12,149	\$7,000	\$13,000	\$13,000
E-15.5 Health Insurance	7515	\$22,821	\$15,000	\$25,000	\$25,000
E-15.6 Other (Specify)					
E-15.7 LIFE INSURANCE	7516	\$86	\$86	\$200	\$200
E-15.8 DD FEES	7516	\$131	\$100	\$300	\$300
E-15.9 see additional details		\$3,206	\$800	\$9,000	\$9,000
E-17 TOTAL INDIRECT COSTS		\$49,888	\$30,747	\$63,500	\$63,500

DEBT SERVICE BUDGET

	DOA Chart of Accounts	2020-2021 Actual	2021-2022 Estimated	2022-2023 Proposed	Final 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

Final Budget

NORTH PLATTE VALLEY CONSERVATION DISTRIC
NAME OF DISTRICT/BOARD

FYE 6/30/2023

GENERAL FUNDS				
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	DOA Chart of Accounts	End of Year	Beginning	Beginning	Final Approval	
		2020-2021 Actual	2021-2022 Estimated	2022-2023 Proposed		
C-1	Balances at Beginning of Fiscal Year					
C-1.1	General Fund Checking	1010	\$253,406	\$253,406	\$433,571	\$433,571
C-1.2	Savings and Investments	1040	\$56,704	\$56,704	\$56,725	\$56,725
C-1.3	General Fund CD Balance	1050		\$0		
C-1.4	All Other Funds	1020		\$0		
C-1.5	Reserves (From Below)		\$0	\$0	\$0	\$0
C-1.6	Total Estimated Cash and Investments on Hand		\$310,110	\$310,110	\$490,296	\$490,296

C-2		General Fund Reductions:			
C-2.1	a. Unpaid bills at FYE	2010			
C-2.2	b. Reserves		\$0	\$0	\$0
C-2.3	Total Deductions (a+b)		\$0	\$0	\$0
C-2.4	Estimated Non-Restricted Funds Available		\$310,110	\$310,110	\$490,296

	DOA Chart of Accounts	1070
SINKING & DEBT SERVICE FUNDS		

		2020-2021 Actual	2021-2022 Estimated	2022-2023 Proposed	Final 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

	1090
RESERVES	

		2020-2021 Actual	2021-2022 Estimated	2022-2023 Proposed	Final Approval
C-4	Beginning Balance in Reserve Account (end of previous year)		\$0	\$0	
C-4.1	Beginning Balance in Reserve Account (end of previous year)		\$0	\$0	
C-4.2	<i>Date of Reserve Approval in Minutes:</i>				
C-4.3	Amount to be added to the reserve				
C-4.4	<i>Date of Reserve Approval in Minutes:</i>				
C-4.5	SUB-TOTAL	\$0	\$0	\$0	\$0
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	\$0	\$0	\$0	\$0

	1060
BOND FUNDS	

		2020-2021 Actual	2021-2022 Estimated	2022-2023 Proposed	Final 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

