

Lingle Fort Laramie Conservation District	
Budget Hearing Information	
PO Box 461	Location: 224 Main Street , Lingle Wy
Lingle, Wy 82223	Date: May 9th, 2023
307-534-5768	Time: 1:00pm
Goshen County	Budget Prepared by: Karen Johnson

S-A BUDGET MESSAGE W.S. 16-12-403 (c)

The Lingle Fort Laramie Conservation District has maintained an operational cash surplus in excess of \$40,000.00 for programs and other unexpected expenses.

The Board requests the maximum one-mill levied for the Fiscal year 2023-2024. The

Board wishes to add \$40,000.00 towards Capital Outlay. The

Board maintains a Reserve savings account currently valued at \$15,000.00 to be used in the event of lack of funding for Fiscal Year 2024. The Board would like to add an additional \$20,000.00 to this account for FY 2023-24 to be paid towards operation expenses in the event of lack of funding.

S-B RESERVE DESCRIPTION

The Lingle Fort Laramie Conservation District board maintains an Emergency Reserve held in a savings account. This account is to be used in the event of lack of funding loss.

S-C

Names of Board Members	Date of End of Term	Does the district have regular office hours exceeding 20 hours per week?
Jenna Meeks	2024	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Don McDowell	2026	
Dave Johnson	2024	
Linda Nichol	2024	
Matt Teeters	2026	

W.S. 16-12-303(c) requires special districts with office hours less than 20 per week to maintain copies of records at the county clerks office. Record format specified by county clerk.

Where are the minutes of your board meeting available for public review?
 Lingle Fort Laramie Conservation Office @ 224 Main Street, Lingle, Wy

How and where are the notices of meeting posted for the public?
 Website, Facebook site, Lobby of the USDA Service Center, and in the lobby of the district office

Where are the public meetings held?
 Lingle Fort Laramie Conservation District Office

PROPOSED BUDGET SUMMARY

OVERVIEW		2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Pending Approval
S-1	Total Budgeted Expenditures	\$112,887	\$110,422	\$180,591	\$180,591
S-2	Total Principal to Pay on Debt	\$0	\$0	\$0	\$0
S-3	Total Change to Restricted Funds	\$0	\$5,022	\$20,000	\$20,000
S-4	Total General Fund and Forecasted Revenues Available	\$197,657	\$244,683	\$219,932	\$219,932
S-5	<i>Amount requested from County Commissioners</i>	\$63,642	\$52,505	\$60,000	\$60,000
S-6	Additional Funding Needed :			\$0	\$0
	Projected Surplus:			\$59,341	\$59,341

REVENUE SUMMARY		2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Pending Approval
S-7	Operating Revenues	\$0	\$0	\$0	\$0
S-8	Tax levy (From the County Treasurer)	\$63,642	\$52,505	\$60,000	\$60,000
S-9	Government Support	\$8,824	\$8,824	\$8,824	\$8,824
S-10	Grants	\$4,425	\$16,834	\$3,657	\$3,657
S-11	Other County Support (Not from Co. Treas.)	\$0	\$0	\$0	\$0
S-12	Miscellaneous	\$22,194	\$25,471	\$22,450	\$22,450
S-13	Other Forecasted Revenue	\$0	\$47,500	\$0	\$0
S-14	Total Revenue	\$99,085	\$151,133	\$94,931	\$94,931

FY 7/1/23-6/30/24 Lingle Fort Laramie Conservation District

EXPENDITURE SUMMARY		2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Pending Approval
S-15	Capital Outlay	\$47,886	\$23,986	\$40,000	\$40,000
S-16	Interest and Fees On Debt	\$0	\$0	\$0	\$0
S-17	Administration	\$34,094	\$30,926	\$46,800	\$46,800
S-18	Operations	\$21,225	\$43,729	\$77,891	\$77,891
S-19	Indirect Costs	\$9,682	\$11,781	\$15,900	\$15,900
S-20R	Expenditures paid by Reserves	\$0	\$0	\$0	\$0
S-20	Total Expenditures	\$112,887	\$110,422	\$180,591	\$180,591

DEBT SUMMARY		2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Pending Approval
S-21	Principal Paid on Debt	\$0	\$0	\$0	\$0

CASH AND INVESTMENTS		2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Pending Approval
S-22	TOTAL GENERAL FUNDS	\$98,572	\$93,550	\$125,001	\$125,001

Summary of Reserve Funds

S-23	Beginning Balance in Reserve Accounts	\$0	\$0	\$0	\$0
S-24	a. Sinking and Debt Service Funds				
S-25	b. Reserves	\$10,001	\$10,001	\$15,023	\$15,023
S-26	c. Bond Funds	\$0	\$0	\$0	\$0
	Total Reserves (a+b+c)	\$10,001	\$10,001	\$15,023	\$15,023
S-27	Amount to be added				
S-28	a. Sinking and Debt Service Funds	\$0	\$0	\$0	\$0
S-29	b. Reserves	\$0	\$5,022	\$20,000	\$20,000
S-30	c. Bond Funds	\$0	\$0	\$0	\$0
	Total to be added (a+b+c)	\$0	\$5,022	\$20,000	\$20,000
S-31	Subtotal	\$10,001	\$15,023	\$35,023	\$35,023
S-32	Less Total to be spent	\$0	\$0	\$0	\$0
S-33	TOTAL RESERVES AT END OF FISCAL YEAR	\$10,001	\$15,023	\$35,023	\$35,023

End of Summary

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

Date adopted by Special District 5/9/2023

DISTRICT ADDRESS: PO Box 461 _____
Lingle, Wy 82223 _____

PREPARED BY: Karen Johnson _____

DISTRICT PHONE: 307-534-5768 _____

Proposed Budget

Lingle Fort Laramie Conservation District

FYE 6/30/2024

NAME OF DISTRICT/BOARD

PROPERTY TAXES AND ASSESSMENTS

	DOA Chart of Accounts	2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Pending Approval
R-1 Property Taxes and Assessments Received					
R-1.1 Tax Levy (From the County Treasurer)	4001	\$63,642	\$52,505	\$60,000	\$60,000
R-1.2 Other County Support (see note on the right)	4005				

FORECASTED REVENUE

	DOA Chart of Accounts	2021-2022 Actual	2022-2023 Estimated	2023-2024 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			\$0	
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		\$12,843	\$3,657	\$3,657
R-4.3 Grants from State Agencies	4211	\$4,425	\$3,991		
R-4.4 Total Grants		\$4,425	\$16,834	\$3,657	\$3,657
R-5 Miscellaneous Revenue					
R-5.1 Interest	4501	\$88	\$345	\$350	\$350
R-5.2 Other: Specify <u>Drill</u>	4500	\$12,557	\$8,692	\$10,000	\$10,000
R-5.3 Other: See Additior <u>See Additional Details</u>		\$9,549	\$16,434	\$12,100	\$12,100
R-5.4 Total Miscellaneous		\$22,194	\$25,471	\$22,450	\$22,450
R-5.5 Total Forecasted Revenue		\$35,443	\$51,129	\$34,931	\$34,931
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 Sale of Tree Assets	4500	\$0	\$47,500	\$0	
R-6.4	4500				
R-6.5					
R-6.6 Total Other Forecasted Revenue (a+b)		\$0	\$47,500	\$0	\$0

Proposed Budget

Lingle Fort Laramie Conservation District

FYE 6/30/2024

NAME OF DISTRICT/BOARD

CAPITAL OUTLAY BUDGET

	DOA Chart of Accounts	2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Pending Approval
E-1	Capital Outlay				
E-1.1	Real Property		\$22,868		
E-1.2	Vehicles	\$47,886		\$15,000	\$15,000
E-1.3	Office Equipment			\$5,000	\$5,000
E-1.4	Other (Specify)				
E-1.5	Goshen County Taxes	\$0	\$367	\$0	
E-1.6	Building Improvements	\$0	\$751	\$20,000	\$20,000
E-1.7					
E-1.8	TOTAL CAPITAL OUTLAY	\$47,886	\$23,986	\$40,000	\$40,000

ADMINISTRATION BUDGET

	DOA Chart of Accounts	2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Pending Approval
E-2	Personnel Services				
E-2.1	Administrator	\$21,100	\$18,135	\$25,000	\$25,000
E-2.2	Secretary				
E-2.3	Clerical				
E-2.4	Other (Specify)				
E-2.5					
E-2.6					
E-2.7					
E-3	Board Expenses				
E-3.1	Travel	\$1,440	\$1,800	\$2,500	\$2,500
E-3.2	Mileage	\$0	\$0	\$1,500	\$1,500
E-3.3	Other (Specify)				
E-3.4	Board Miscellaneous	\$420	\$158	\$1,500	\$1,500
E-3.5	Convention/Area Meetings	\$1,451	\$1,160	\$1,500	\$1,500
E-3.6	see additional details	\$888	\$573	\$1,200	\$1,200
E-4	Contractual Services				
E-4.1	Legal	\$0	\$0	\$500	\$500
E-4.2	Accounting/Auditing			\$2,000	\$2,000
E-4.3	Other (Specify)				
E-4.4	Building Inspection	\$746	\$0		
E-4.5					
E-4.6					
E-5	Other Administrative Expenses				
E-5.1	Office Supplies	\$1,308	\$1,405	\$2,000	\$2,000
E-5.2	Office equipment, rent & repair	\$2,404	\$363	\$1,500	\$1,500
E-5.3	Education	\$0	\$110	\$500	\$500
E-5.4	Registrations		\$100	\$300	\$300
E-5.5	Other (Specify)				
E-5.6	Dues and Subscriptions	\$106	\$500	\$500	\$500
E-5.7	WACD Dues	\$3,128	\$4,493	\$4,500	\$4,500
E-5.8	see additional details	\$1,103	\$2,129	\$1,800	\$1,800
E-6	TOTAL ADMINISTRATION	\$34,094	\$30,926	\$46,800	\$46,800

Proposed Budget

Lingle Fort Laramie Conservation District

FYE 6/30/2024

OPERATIONS BUDGET

	DOA Chart of Accounts	2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Pending Approval
E-7	Personnel Services				
E-7.1	Wages--Operations	7202		\$10,000	\$10,000
E-7.2	Service Contracts	7203		\$5,000	\$5,000
E-7.3	Other (Specify)				
E-7.4	_____	7204			
E-7.5	_____	7204			
E-7.6	_____				
E-8	Travel				
E-8.1	Mileage	7211	\$1,613	\$350	\$1,500
E-8.2	Other (Specify)				
E-8.3	Fuel for Truck	7212	\$176	\$1,200	\$2,500
E-8.4	Licenses for truck and trailers	7212	\$40	\$0	\$0
E-8.5	_____				
E-9	Operating supplies (List)				
E-9.1	Equipment Repairs, Maintenance, & Supplies	7220	\$4,226	\$1,500	\$4,000
E-9.2	Truck Repairs, Maintenance, & Supplies	7220		\$60	\$4,000
E-9.3	_____	7220			
E-9.4	_____	7220			
E-9.5	_____				
E-10	Program Services (List)				
E-10.1	Fair	7230	\$618	\$707	\$1,500
E-10.2	Education	7230	\$250	\$162	\$2,500
E-10.3	Cost Share Programs	7230	\$374	\$2,700	\$7,000
E-10.4	Community Projects	7230	\$3,447	\$789	\$7,000
E-10.5	see additional details		\$3,121	\$18,755	\$21,000
E-11	Contractual Arrangements (List)				
E-11.1	WDA Lab Funds	7400	\$4,425	\$379	\$3,991
E-11.2	Wy Energy Authority	7400		\$12,843	\$0
E-11.3	_____	7400			
E-11.4	_____	7400			
E-11.5	_____				
E-12	Other operations (Specify)				
E-12.1	Wy Dept of Revenue	7450	\$2,194	\$475	\$1,500
E-12.2	Advertisement	7450	\$191	\$500	\$1,000
E-12.3	Utilities-water, electric, & trash	7450	\$500	\$1,219	\$1,800
E-12.4	Utilities-gas	7450	\$0	\$1,134	\$2,000
E-12.5	see additional details		\$50	\$955	\$1,600
E-13	TOTAL OPERATIONS		\$21,225	\$43,729	\$77,891

Proposed Budget

Lingle Fort Laramie Conservation District

FYE 6/30/2024

INDIRECT COSTS BUDGET

	DOA Chart of Accounts	2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Pending Approval
E-14 Insurance					
E-14.1	Liability				
E-14.2	Buildings and vehicles	\$2,906	\$5,800	\$7,000	\$7,000
E-14.3	Equipment				
E-14.4	Other (Specify)				
E-14.5	LGLP	\$500	\$500	\$500	\$500
E-14.6	Bonds	\$1,234	\$734	\$1,500	\$1,500
E-14.7					
E-15 Indirect payroll costs:					
E-15.1	FICA (Social Security) taxes	\$756	\$425	\$1,200	\$1,200
E-15.2	Workers Compensation	\$388	\$334	\$700	\$700
E-15.3	Unemployment Taxes				
E-15.4	Retirement				
E-15.5	Health Insurance				
E-15.6	Other (Specify)				
E-15.7	Payroll Tax Expense	\$3,898	\$3,988	\$5,000	\$5,000
E-15.8					
E-15.9					
E-17 TOTAL INDIRECT COSTS		\$9,682	\$11,781	\$15,900	\$15,900

DEBT SERVICE BUDGET

	DOA Chart of Accounts	2021-2022 Actual	2022-2023 Estimated	2023-2024 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

Lingle Fort Laramie Conservation District

FYE 6/30/2024

NAME OF DISTRICT/BOARD

GENERAL FUNDS

		End of Year	Beginning	Beginning	
		2021-2022	2022-2023	2023-2024	Pending
		Actual	Estimated	Proposed	Approval
C-1	Balances at Beginning of Fiscal Year				
C-1.1	General Fund Checking	\$98,572	\$98,572	\$125,000	\$125,000
C-1.2	Savings and Investments		\$0		
C-1.3	General Fund CD Balance		\$0		
C-1.4	All Other Funds		\$0	\$1	\$1
C-1.5	Reserves (From Below)	\$10,001	\$10,001	\$35,023	\$35,023
C-1.6	Total Estimated Cash and Investments on Hand	\$108,573	\$108,573	\$160,024	\$160,024
C-2	General Fund Reductions:				
C-2.1	a. Unpaid bills at FYE				
C-2.2	b. Reserves	\$10,001	\$15,023	\$35,023	\$35,023
C-2.3	Total Deductions (a+b)	\$10,001	\$15,023	\$35,023	\$35,023
C-2.4	Estimated Non-Restricted Funds Available	\$98,572	\$93,550	\$125,001	\$125,001

	DOA Chart of Accounts	
SINKING & DEBT SERVICE FUNDS	1070	

		2021-2022	2022-2023	2023-2024	Pending
		Actual	Estimated	Proposed	Approval
C-3	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	

		2021-2022	2022-2023	2023-2024	Pending
		Actual	Estimated	Proposed	Approval
C-4	Beginning Balance in Reserve Account (end of previous year)	\$10,001	\$10,001	\$15,023	\$15,023
C-4.2	<i>Date of Reserve Approval in Minutes:</i> 6/14/2022				
C-4.3	Amount to be added to the reserve		\$5,022	\$20,000	\$20,000
C-4.4	<i>Date of Reserve Approval in Minutes:</i> 5/9/2023				
C-4.5	SUB-TOTAL	\$10,001	\$15,023	\$35,023	\$35,023
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	\$10,001	\$15,023	\$35,023	\$35,023

	DOA Chart of Accounts	
BOND FUNDS	1060	

		2021-2022	2022-2023	2023-2024	Pending
		Actual	Estimated	Proposed	Approval
C-5	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