

Final Budget

Powder River Conservation District	
Budget Hearing Information	
P.O. Box 48	Location: 350 Nolan Ave
Kaycee, WY 82639	Date: 7/13/2021
307-738-2321 ex 3	Time: 6:30 PM
Johnson County	Budget Prepared by: Anita Bartlett

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

This year the Powder River Conservation District (PRCD) will once again have a larger than normal budget. This continued increase in income and expenses is due to our EWP Program. This year we are projected to complete three EWP projects costing the district just over \$1.5 million. These expenses will be reimbursed to the PRCD either through NRCS EWP Program Funding or grant funding from the Wildlife Natural Resource Trust Fund, the Wyoming Natural Resource Foundation, the WY Game and Fish, the US Fish and Wildlife Service and the Resource Legacy Fund. The other large project the PRCD will be completing this FY will be a 444 acre tree thinning project on the Southern Big Horn Mountains. The grant funding for this project was received in the last FY but do to COVID the project was delayed a year. Along with these projects the PRCD will be working on their regular programs. These programs include: local cost share programs to promote conservation practices such as stock water development, fencing, irrigation improvements, and tree plantings; conservation and natural resource education programs will be offered through our workshops with the general public and our Ag in the Classroom activities which are done with the Kaycee Schools; trees, rain barrels, composters, weeb barrier, drip irrigation parts, irrigation dam material, and recycling bins will continue to be offered to the public; the District also provides/praticipates in several events throughout the year such as a well water testing day to promote good water quality in our drinking water, household hazardous waste day to help recycle items that can not be taken to our local landfill, and Arbor Day to assist the Town of Kaycee to retain their Tree City USA status. This year the PRCD will be introducing a new program to the district as we will begin to offer soil sampling.

S-B RESERVE DESCRIPTION

The PRCD will hold at maximum \$705,000 in reserve. These reserves are for 1. The PRCD will hold \$300,000 in emergency reserves to be used in the even of any emergency (unexpected) project that should arise (ie. Flood, fire). 2. The PRCD will hold \$200,000 in reserves to cover one year of operation cost in the event local funding is reduced or removed. As well, they well keep and additional \$200,000 in reserves to cover two years of administrative cost to continue to fund the district as they find other avenues of funding. 3. The PRCD will hold \$5,000 in

S-C

Names of Board Members	Date of End of Term	Does the district have regular office hours exceeding 20 hours per week?
George Renkert	Nov. 2024	<input checked="" type="checkbox"/> Yes
William Jones	Nov. 2024	
Wade Curuchet	Nov. 2024	
Dan Mahoney	Nov. 2022	
Kevin Lund	Nov. 2022	

If Yes, enter

Address of office:	350 Nolan Avenue
City, State, Zip:	Kaycee, WY 82639
Phone Number:	307-738-2321
Hours Open:	7:30am-Noon; 12:30-4:00pm

Where are the minutes of your board meeting available for public review?
 District Office and the Johnson County Website

How and where are the notices of meeting posted for the public?
 They are posted in the bi-monthly Kaycee Voice

Where are the public meetings held?
 350 Nolan Ave. Kaycee, WY

FINAL BUDGET SUMMARY

OVERVIEW		2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Final Approval
S-1	Total Budgeted Expenditures	\$187,702	\$2,143,709	\$1,857,727	\$1,802,727
S-2	Total Principal to Pay on Debt	\$0	\$0	\$0	\$0
S-3	Total Change to Restricted Funds	\$0	-\$226,701	-\$55,000	\$0
S-4	Total General Fund and Forecasted Revenues Available	\$302,909	\$1,948,032	\$1,857,728	\$1,803,561
S-5	Amount requested from County Commissioners	\$130,357	\$121,856	\$100,000	\$77,995
S-6	Additional Funding Needed :			\$0	\$0

REVENUE SUMMARY		2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Final Approval
S-7	Operating Revenues	\$9,576	\$6,150	\$9,650	\$9,650
S-8	Tax levy (From the County Treasurer)	\$130,357	\$121,856	\$100,000	\$77,995
S-9	Government Support	\$10,173	\$12,706	\$13,375	\$13,375
S-10	Grants	\$0	\$127,000	\$359,478	\$359,478
S-11	Other County Support (Not from Co. Treas.)	\$0	\$0	\$0	\$0
S-12	Miscellaneous	\$2,887	\$2,750	\$1,500	\$1,500
S-13	Other Forecasted Revenue	\$0	\$1,527,654	\$1,143,019	\$1,143,019
S-14	Total Revenue	\$152,993	\$1,798,116	\$1,627,022	\$1,605,017

EXPENDITURE SUMMARY		2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Final Approval
S-15	Capital Outlay	\$0	\$0	\$0	\$0
S-16	Interest and Fees On Debt	\$0	\$0	\$0	\$0
S-17	Administration	\$66,182	\$77,069	\$77,769	\$77,769
S-18	Operations	\$103,627	\$1,821,078	\$1,705,598	\$1,705,598
S-19	Indirect Costs	\$17,893	\$18,861	\$19,361	\$19,361
S-20R	Expenditures paid by Reserves	\$0	\$226,701	\$55,000	\$0
S-20	Total Expenditures	\$187,702	\$2,143,709	\$1,857,727	\$1,802,727

DEBT SUMMARY		2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Final Approval
S-21	Principal Paid on Debt	\$0	\$0	\$0	\$0

CASH AND INVESTMENTS		2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Final Approval
S-22	TOTAL GENERAL FUNDS	\$149,916	\$149,916	\$230,706	\$198,544
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	\$705,000	\$705,000	\$705,000	\$705,000
S-26	c. Bond Funds	\$0	\$0	\$0	\$0
	Total Reserves (a+b+c)	\$705,000	\$705,000	\$705,000	\$705,000
S-27	Amount to be added				
S-28	a. Sinking and Debt Service Funds	\$0	\$0	\$0	\$0
S-29	b. Reserves	\$0	\$0	\$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	\$705,000	\$705,000	\$705,000	\$705,000
S-32	Less Total to be spent	\$0	\$226,701	\$55,000	\$0
S-33	TOTAL RESERVES AT END OF FISCAL YEAR	\$705,000	\$478,299	\$650,000	\$705,000

End of Summary


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

Date adopted by Special District 7/13/21

DISTRICT ADDRESS: P.O. Box 48
 Kaycee, WY 82639

PREPARED BY: Anita Bartlett

DISTRICT PHONE: 307-738-2321 ex 3

Final Budget

Powder River 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	Final Approval
R-1 Property Taxes and Assessments Received					
R-1.1 Tax Levy (From the County Treasurer)	4001	\$130,357	\$121,856	\$100,000	\$77,995
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	Final 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) WDA Lab Funds	4237	\$1,349	\$3,882	\$4,551	\$4,551
R-2.5 Total Government Support		\$10,173	\$12,706	\$13,375	\$13,375
R-3 Operating Revenues					
R-3.1 Customer Charges	4300	\$813	\$1,400	\$1,400	\$1,400
R-3.2 Sales of Goods or Services	4300	\$8,683	\$4,500	\$8,000	\$8,000
R-3.3 Other Assessments	4503	\$80	\$250	\$250	\$250
R-3.4 Total Operating Revenues		\$9,576	\$6,150	\$9,650	\$9,650
R-4 Grants					
R-4.1 Direct Federal Grants	4201				
R-4.2 Federal Grants thru State Agencies	4201			\$75,000	\$75,000
R-4.3 Grants from State Agencies	4211		\$127,000	\$284,478	\$284,478
R-4.4 Total Grants		\$0	\$127,000	\$359,478	\$359,478
R-5 Miscellaneous Revenue					
R-5.1 Interest	4501	\$2,517	\$2,500	\$1,000	\$1,000
R-5.2 Other: Specify Misc.	4500	\$371	\$250	\$500	\$500
R-5.3 Other: Additional					
R-5.4 Total Miscellaneous		\$2,887	\$2,750	\$1,500	\$1,500
R-5.5 Total Forecasted Revenue		\$22,636	\$148,606	\$384,003	\$384,003
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 EWP-NRCS	4500		\$1,527,654	\$1,143,019	\$1,143,019
R-6.4	4500				
R-6.5					
R-6.6 Total Other Forecasted Revenue (a+b)		\$0	\$1,527,654	\$1,143,019	\$1,143,019

Final Budget

Powder River 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	Final Approval
E-1 Capital Outlay					
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 _____	6200				
E-1.6 _____	6200				
E-1.7 _____					
E-1.8 TOTAL CAPITAL OUTLAY		\$0	\$0	\$0	\$0

ADMINISTRATION BUDGET

	DOA Chart of Accounts	2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Final Approval
E-2 Personnel Services					
E-2.1 Administrator	7002	\$48,720	\$50,179	\$55,179	\$55,179
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 _____					
E-3 Board Expenses					
E-3.1 Travel	7011	\$173	\$400	\$1,000	\$1,000
E-3.2 Mileage	7012	\$940	\$1,000	\$1,000	\$1,000
E-3.3 Other (Specify)					
E-3.4 _____	7013				
E-3.5 _____	7013				
E-3.6 _____					
E-4 Contractual Services					
E-4.1 Legal	7021	\$500	\$2,500	\$2,500	\$2,500
E-4.2 Accounting/Auditing	7022	\$2,250	\$5,000	\$2,500	\$2,500
E-4.3 Other (Specify)					
E-4.4 Advertising	7023	\$455	\$200	\$300	\$300
E-4.5 Website	7023	\$260	\$240	\$240	\$240
E-4.6 _____					
E-5 Other Administrative Expenses					
E-5.1 Office Supplies	7031	\$1,457	\$2,500	\$2,500	\$2,500
E-5.2 Office equipment, rent & repair	7032	\$0	\$100	\$100	\$100
E-5.3 Education	7033	\$0	\$250	\$250	\$250
E-5.4 Registrations	7034	\$9,697	\$12,500	\$10,000	\$10,000
E-5.5 Other (Specify)					
E-5.6 Postage	7035	\$1,032	\$1,200	\$1,200	\$1,200
E-5.7 Misc	7035	\$698	\$1,000	\$1,000	\$1,000
E-5.8 _____					
E-6 TOTAL ADMINISTRATION		\$66,182	\$77,069	\$77,769	\$77,769

Final Budget

OPERATIONS BUDGET

	DOA Chart of Accounts	2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Final Approval
E-7 Personnel Services					
E-7.1 Wages--Operations	7202				
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	\$2,188	\$2,500	\$2,500	\$2,500
E-8.2 Other (Specify)					
E-8.3 Meals	7212	\$97	\$350	\$350	\$350
E-8.4 Rooms	7212	\$173	\$850	\$1,700	\$1,700
E-8.5 _____					
E-9 Operating supplies (List)					
E-9.1 Sales	7220	\$7,496	\$7,500	\$12,000	\$12,000
E-9.2 _____	7220				
E-9.3 _____	7220				
E-9.4 _____	7220				
E-9.5 _____					
E-10 Program Services (List)					
E-10.1 Cost Share	7230	\$77,109	\$85,000	\$85,000	\$85,000
E-10.2 Stock Trail	7230	\$100	\$3,395	\$3,395	\$3,395
E-10.3 Water Quality	7230	\$2,177	\$2,500	\$2,500	\$2,500
E-10.4 District Projects	7230	\$1,000	\$3,500	\$3,500	\$3,500
E-10.5 _____					
E-11 Contractual Arrangements (List)					
E-11.1 Janitorial	7400	\$3,000	\$3,000	\$3,000	\$3,000
E-11.2 Rent	7400	\$5,316	\$5,316	\$5,316	\$5,316
E-11.3 Elections	7400	\$0	\$900	\$0	\$0
E-11.4 EWP	7400	\$0	\$1,570,767	\$1,446,359	\$1,446,359
E-11.5 _____ see additional details			\$127,000	\$130,978	\$130,978
E-12 Other operations (Specify)					
E-12.1 Meetings	7450	\$878	\$3,000	\$3,500	\$3,500
E-12.2 Sales Tax	7450	\$288	\$500	\$500	\$500
E-12.3 Utilities	7450	\$3,614	\$4,000	\$4,000	\$4,000
E-12.4 Public Education	7450	\$190	\$1,000	\$1,000	\$1,000
E-12.5 _____					
E-13 TOTAL OPERATIONS		\$103,627	\$1,821,078	\$1,705,598	\$1,705,598

Final Budget

Powder River Conservation District

FYE 6/30/2022

INDIRECT COSTS BUDGET

	DOA Chart of Accounts	2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Final Approval
E-14 Insurance					
E-14.1 Liability	7502	\$545	\$545	\$545	\$545
E-14.2 Buildings and vehicles	7503				
E-14.3 Equipment	7504				
E-14.4 Other (Specify)					
E-14.5 Bond	7505	\$307	\$307	\$307	\$307
E-14.6 _____	7505				
E-14.7 _____					
E-15 Indirect payroll costs:					
E-15.1 FICA (Social Security) taxes	7511	\$3,726	\$4,000	\$4,250	\$4,250
E-15.2 Workers Compensation	7512	\$1,561	\$2,000	\$2,000	\$2,000
E-15.3 Unemployment Taxes	7513				
E-15.4 Retirement	7514	\$2,434	\$2,509	\$2,759	\$2,759
E-15.5 Health Insurance	7515	\$9,320	\$9,500	\$9,500	\$9,500
E-15.6 Other (Specify)					
E-15.7 _____	7516				
E-15.8 _____	7516				
E-15.9 _____					
E-17 TOTAL INDIRECT COSTS		\$17,893	\$18,861	\$19,361	\$19,361

DEBT SERVICE BUDGET

	DOA Chart of Accounts	2019-2020 Actual	2020-2021 Estimated	2021-2022 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

Powder River Conservation District
NAME OF DISTRICT/BOARD

FYE 6/30/2022

GENERAL FUNDS		End of Year	Beginning	Beginning		
C-1	Balances at Beginning of Fiscal Year	2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Final Approval	
C-1.1	General Fund Checking	1010	\$74,958	\$74,958	\$115,353	\$109,272
C-1.2	Savings and Investments	1040	\$74,958	\$74,958	\$115,353	\$89,272
C-1.3	General Fund CD Balance	1050		\$0		
C-1.4	All Other Funds	1020		\$0		
C-1.5	Reserves (From Below)		\$705,000	\$705,000	\$650,000	\$705,000
C-1.6	Total Estimated Cash and Investments on Hand		\$854,916	\$854,916	\$880,706	\$903,544
C-2 General Fund Reductions:						
C-2.1	a. Unpaid bills at FYE	2010				
C-2.2	b. Reserves		\$705,000	\$478,299	\$650,000	\$705,000
C-2.3	Total Deductions (a+b)		\$705,000	\$478,299	\$650,000	\$705,000
C-2.4	Estimated Non-Restricted Funds Available		\$149,916	\$376,617	\$230,706	\$198,544

SINKING & DEBT SERVICE FUNDS		2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Final 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		2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Final Approval
C-4					
C-4.1	Beginning Balance in Reserve Account (end of previous year)	\$705,000	\$705,000	\$705,000	\$705,000
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	SUB-TOTAL	\$705,000	\$705,000	\$705,000	\$705,000
C-4.6	Identify the amount and project to be spent				
C-4.7	a. EWP		\$226,701	\$55,000	
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	\$226,701	\$55,000	\$0
C-4.12	Balance to be retained	\$705,000	\$478,299	\$650,000	\$705,000

BOND FUNDS		2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Final 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	\$226,701	\$55,000	\$0

