

# Final Budget

Albany County Weed and Pest Control District	
Budget Hearing Information	
2919 County Shop Road	Location: 2919 County Shop Road, Laramie, WY
Laramie, WY 82070	Date: 7/9/2019
307-742-4469	Time: 8:00 PM
Albany County	Budget Prepared by: Ray Garson, Treasurer

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

This budget enables the Albany County Weed and Pest Control District to continue providing effective and efficient control of noxious weeds and pests and to improve upon our programs conducted in Albany County. As in previous years, we will cost share with county landowners for state designated and county declared noxious weeds and pests and also provide additional control efforts for high priority noxious weeds. The District will maintain a transparent and open process of operations, with a County Commission liaison regularly attending meetings and hearing monthly discussion on budget and other items.

We are requesting one mill for the 2019-2020 fiscal year to combat new and existing weed and pest problems, improve on existing programs and allow the District to fulfill its responsibilities in Albany County. We are satisfied with our programs and will adjust our budget to stay within one mill.

The Albany County Weed and Pest Control District respectfully submits this budget for approval.

**S-B RESERVE DESCRIPTION**

The reserve accounts of \$317,711 is intended for future acquisition of appropriate property and the construction of new facilities that will serve the increasing demands for services for the people of Albany County.

**S-C**

Names of Board Members	Date of End of Term	Does the district have regular office hours exceeding 20 hours per week? <input type="checkbox"/> Yes
Dave Whitman	1/1/21	If Yes, enter Address of office: 2919 County Shop Road City, State, Zip: Laramie, WY 82070 Phone Number: 307-742-4469 Hours Open: 8 am to 5 pm  <div style="border: 1px solid black; height: 30px; width: 100%;"></div>
Aaron Voos	1/1/21	
Holly Kennedy	1/1/23	
Ed Sigel	1/1/23	
Alan Reed	1/1/21	

Where are the minutes of your board meeting available for public review?

How and where are the notices of meeting posted for the public?

Where are the public meetings held?

## FINAL BUDGET SUMMARY

OVERVIEW		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Final Approval
S-1	<b>Total Budgeted Expenditures</b>	\$717,528	\$691,817	\$889,200	\$889,200
S-2	<b>Total Principal to Pay on Debt</b>	\$0	\$0	\$0	\$0
S-3	<b>Total Change to Restricted Funds</b>	\$0	\$5,047	\$25,200	\$25,200
S-4	<b>Total General Fund and Forecasted Revenues Available</b>	\$929,439	\$1,022,512	\$1,010,298	\$1,010,298
S-5	<i>Amount requested from County Commissioners</i>	\$406,167	\$422,262	\$428,000	\$428,000
S-6	<b>Additional Funding Needed :</b>			<b>\$0</b>	<b>\$0</b>

REVENUE SUMMARY		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Final Approval
S-7	<b>Operating Revenues</b>	\$132,432	\$208,259	\$148,000	\$148,000
S-8	<b>Tax levy (From the County Treasurer)</b>	\$406,167	\$422,262	\$428,000	\$428,000
S-9	<b>Government Support</b>	\$0	\$0	\$0	\$0
S-10	<b>Grants</b>	\$0	\$0	\$0	\$0
S-11	<b>Other County Support (Not from Co. Treas.)</b>	\$0	\$0	\$0	\$0
S-12	<b>Miscellaneous</b>	\$6,807	\$7,895	\$6,600	\$6,600
S-13	<b>Other Forecasted Revenue</b>	\$104,174	\$104,237	\$102,000	\$102,000

S-14	<b>Total Revenue</b>	\$649,580	\$742,653	\$684,600	\$684,600
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FY 7/1/19-6/30/20 Albany County Weed and Pest Control District

EXPENDITURE SUMMARY		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Final Approval
S-15	<b>Capital Outlay</b>	\$53,352	\$28,165	\$52,500	\$52,500
S-16	<b>Interest and Fees On Debt</b>	\$0	\$0	\$0	\$0
S-17	<b>Administration</b>	\$136,884	\$139,056	\$159,875	\$159,875
S-18	<b>Operations</b>	\$445,266	\$434,965	\$557,500	\$557,500
S-19	<b>Indirect Costs</b>	\$82,026	\$89,631	\$119,325	\$119,325
S-20R	<b>Expenditures paid by Reserves</b>	\$0	\$0	\$0	\$0
S-20	<b>Total Expenditures</b>	\$717,528	\$691,817	\$889,200	\$889,200

DEBT SUMMARY		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Final Approval
S-21	<b>Principal Paid on Debt</b>	\$0	\$0	\$0	\$0

CASH AND INVESTMENTS		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Final Approval
S-22	<b>TOTAL GENERAL FUNDS</b>	\$279,859	\$279,859	\$325,698	\$325,698

**Summary of Reserve Funds**

S-23	<b>Beginning Balance in Reserve Accounts</b>				
S-24	a. Sinking and Debt Service Funds	\$0	\$0	\$0	\$0
S-25	b. Reserves	\$312,664	\$312,664	\$317,711	\$317,711
S-26	c. Bond Funds	\$0	\$0	\$0	\$0
	<b>Total Reserves (a+b+c)</b>	\$312,664	\$312,664	\$317,711	\$317,711
S-27	<b>Amount to be added</b>				
S-28	a. Sinking and Debt Service Funds	\$0	\$0	\$0	\$0
S-29	b. Reserves	\$0	\$5,047	\$25,200	\$25,200
S-30	c. Bond Funds	\$0	\$0	\$0	\$0
	<b>Total to be added (a+b+c)</b>	\$0	\$5,047	\$25,200	\$25,200
S-31	<b>Subtotal</b>	\$312,664	\$317,711	\$342,911	\$342,911
S-32	<b>Less Total to be spent</b>	\$0	\$0	\$0	\$0
S-33	<b>TOTAL RESERVES AT END OF FISCAL YEAR</b>	\$312,664	\$317,711	\$342,911	\$342,911

*End of Summary*

David Whitman, Board Chairman  
 Budget Officer / District Official (if not same as "Submitted by")

Date adopted by Special District 7/9/2019

**DISTRICT ADDRESS:** 2919 County Shop Road  
Laramie, WY 82070

**PREPARED BY:** Ray Garson, Treasurer

**DISTRICT PHONE:** 307-742-4469

# Final Budget

Albany County Weed and Pest Control District  
 NAME OF DISTRICT/BOARD \_\_\_\_\_

FYE 6/30/2020 \_\_\_\_\_

## PROPERTY TAXES AND ASSESSMENTS

		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Final Approval
R-1	<b>Property Taxes and Assessments Received</b>				
R-1.1	Tax Levy (From the County Treasurer)	\$406,167	\$422,262	\$428,000	\$428,000
R-1.2	Other County Support				

## FORECASTED REVENUE

		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Final Approval
R-2	<b>Revenues from Other Governments</b>				
R-2.1	State Aid				
R-2.2	Additional County Aid (non-treasurer)				
R-2.3	City (or Town) Aid				
R-2.4	Other (Specify) _____				
R-2.5	<b>Total Government Support</b>	\$0	\$0	\$0	\$0
R-3	<b>Operating Revenues</b>				
R-3.1	Customer Charges	\$45,966	\$61,551	\$54,000	\$54,000
R-3.2	Sales of Goods or Services	\$83,179	\$142,282	\$90,000	\$90,000
R-3.3	Other Assessments	\$3,287	\$4,426	\$4,000	\$4,000
R-3.4	<b>Total Operating Revenues</b>	\$132,432	\$208,259	\$148,000	\$148,000
R-4	<b>Grants</b>				
R-4.1	Direct Federal Grants				
R-4.2	Federal Grants thru State Agencies				
R-4.3	Grants from State Agencies				
R-4.4	<b>Total Grants</b>	\$0	\$0	\$0	\$0
R-5	<b>Miscellaneous Revenue</b>				
R-5.1	Interest	\$5,021	\$5,892	\$5,000	\$5,000
R-5.2	Other: Specify sales tax	\$1,786	\$2,003	\$1,600	\$1,600
R-5.3	Other: Additional _____				
R-5.4	<b>Total Miscellaneous</b>	\$6,807	\$7,895	\$6,600	\$6,600
R-5.5	<b>Total Forecasted Revenue</b>	\$139,239	\$216,154	\$154,600	\$154,600
R-6	<b>Other Forecasted Revenue</b>				
R-6.1	a. Other past due-as estimated by Co. Treas.	\$104,174	\$104,237	\$102,000	\$102,000
R-6.2	b. Other forecasted revenue (specify):				
R-6.3	_____				
R-6.4	_____				
R-6.5	_____				
R-6.6	<b>Total Other Forecasted Revenue (a+b)</b>	\$104,174	\$104,237	\$102,000	\$102,000

# Final Budget

Albany County Weed and Pest Control District

FYE 6/30/2020

NAME OF DISTRICT/BOARD

## CAPITAL OUTLAY BUDGET

		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Final Approval
<b>E-1</b>	<b>Capital Outlay</b>				
E-1.1	Real Property	\$4,284	\$1,318	\$10,000	\$10,000
E-1.2	Vehicles	\$37,628	\$15,828	\$25,000	\$25,000
E-1.3	Office Equipment	\$0	\$0	\$500	\$500
E-1.4	Other (Specify)				
E-1.5	Resale Equipment	\$5,905	\$5,866	\$7,000	\$7,000
E-1.6	Spray Equipment	\$5,535	\$5,153	\$10,000	\$10,000
E-1.7					
E-1.8	<b>TOTAL CAPITAL OUTLAY</b>	<b>\$53,352</b>	<b>\$28,165</b>	<b>\$52,500</b>	<b>\$52,500</b>

## ADMINISTRATION BUDGET

		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Final Approval
<b>E-2</b>	<b>Personnel Services</b>				
E-2.1	Administrator	\$62,500	\$64,000	\$65,500	\$65,500
E-2.2	Secretary	\$5,600	\$6,067	\$6,500	\$6,500
E-2.3	Clerical	\$49,500	\$51,975	\$54,575	\$54,575
E-2.4	Other (Specify)				
E-2.5	Books	\$1,533	\$2,480	\$4,000	\$4,000
E-2.6					
E-2.7					
<b>E-3</b>	<b>Board Expenses</b>				
E-3.1	Travel	\$3,347	\$2,873	\$4,500	\$4,500
E-3.2	Mileage				
E-3.3	Other (Specify)				
E-3.4					
E-3.5					
E-3.6					
<b>E-4</b>	<b>Contractual Services</b>				
E-4.1	Legal	\$779	\$465	\$1,000	\$1,000
E-4.2	Accounting/Auditing	\$2,654	\$2,455	\$3,500	\$3,500
E-4.3	Other (Specify)				
E-4.4					
E-4.5					
E-4.6					
<b>E-5</b>	<b>Other Administrative Expenses</b>				
E-5.1	Office Supplies	\$5,201	\$2,429	\$6,000	\$6,000
E-5.2	Office equipment, rent & repair				
E-5.3	Education	\$300	\$300	\$300	\$300
E-5.4	Registrations	\$3,241	\$2,925	\$5,000	\$5,000
E-5.5	Other (Specify)				
E-5.6	Miscellaneous	\$726	\$10	\$1,000	\$1,000
E-5.7	Employee Miscellaneous	\$1,503	\$3,077	\$8,000	\$8,000
E-5.8					
<b>E-6</b>	<b>TOTAL ADMINISTRATION</b>	<b>\$136,884</b>	<b>\$139,056</b>	<b>\$159,875</b>	<b>\$159,875</b>

# Final Budget

Albany County Weed and Pest Control District

FYE 6/30/2020

OPERATIONS BUDGET							
				2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Final Approval
<b>E-7</b>	<b>Personnel Services</b>						
E-7.1	Wages--Operations			\$111,531	\$131,000	\$150,000	\$150,000
E-7.2	Service Contracts			\$10,000	\$15,000	\$15,000	\$15,000
E-7.3	Other (Specify)						
E-7.4	_____						
E-7.5	_____						
E-7.6	_____						
<b>E-8</b>	<b>Travel</b>						
E-8.1	Mileage			\$2,711	\$1,528	\$4,000	\$4,000
E-8.2	Other (Specify)						
E-8.3	_____						
E-8.4	_____						
E-8.5	_____						
<b>E-9</b>	<b>Operating supplies (List)</b>						
E-9.1	Repairs			\$15,895	\$11,222	\$16,000	\$16,000
E-9.2	Gas-Oil			\$11,140	\$9,454	\$28,000	\$28,000
E-9.3	Shop Supplies			\$8,970	\$8,596	\$12,000	\$12,000
E-9.4	_____						
E-9.5	_____						
<b>E-10</b>	<b>Program Services (List)</b>						
E-10.1	Bio-control			\$10,158	\$10,759	\$12,000	\$12,000
E-10.2	Pesticides			\$174,390	\$160,034	\$200,000	\$200,000
E-10.3	Mosquitoes			\$56,500	\$56,500	\$56,500	\$56,500
E-10.4	Emergency			\$0	\$0	\$12,000	\$12,000
E-10.5	_____						
<b>E-11</b>	<b>Contractual Arrangements (List)</b>						
E-11.1	Phone			\$2,141	\$2,190	\$4,000	\$4,000
E-11.2	Postage			\$505	\$434	\$1,000	\$1,000
E-11.3	Utilities			\$6,966	\$6,746	\$11,000	\$11,000
E-11.4	Employee Separation			\$12,099	\$0	\$0	
E-11.5	_____						
<b>E-12</b>	<b>Other operations (Specify)</b>						
E-12.1	Mapping			\$0	\$284	\$3,000	\$3,000
E-12.2	Sales Tax			\$2,050	\$2,038	\$7,000	\$7,000
E-12.3	Miscellaneous			\$210	\$100	\$1,000	\$1,000
E-12.4	Management Areas			\$20,000	\$19,080	\$25,000	\$25,000
E-12.5	_____						
<b>E-13</b>	<b>TOTAL OPERATIONS</b>			<b>\$445,266</b>	<b>\$434,965</b>	<b>\$557,500</b>	<b>\$557,500</b>

# Final Budget

Albany County Weed and Pest Control District

FYE 6/30/2020

## INDIRECT COSTS BUDGET

			2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Final Approval
<b>E-14</b>	<b>Insurance</b>					
E-14.1	Liability		\$2,416	\$2,715	\$4,000	\$4,000
E-14.2	Buildings and vehicles		\$5,226	\$4,554	\$6,500	\$6,500
E-14.3	Equipment					
E-14.4	Other (Specify)					
E-14.5	<u>Surety Bond</u>		\$250	\$250	\$250	\$250
E-14.6						
E-14.7						
<b>E-15</b>	<b>Indirect payroll costs:</b>					
E-15.1	FICA (Social Security) taxes		\$18,569	\$19,593	\$25,000	\$25,000
E-15.2	Workers Compensation		\$4,611	\$5,891	\$7,500	\$7,500
E-15.3	Unemployment Taxes		\$0	\$0	\$4,000	\$4,000
E-15.4	Retirement		\$25,129	\$27,480	\$32,000	\$32,000
E-15.5	Health Insurance		\$25,750	\$29,089	\$40,000	\$40,000
E-15.6	Other (Specify)					
E-15.7	<u>Motor Vehicle License</u>		\$75	\$59	\$75	\$75
E-15.8						
E-15.9						
<b>E-17</b>	<b>TOTAL INDIRECT COSTS</b>		<b>\$82,026</b>	<b>\$89,631</b>	<b>\$119,325</b>	<b>\$119,325</b>

## DEBT SERVICE BUDGET

			2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Final Approval
<b>D-1</b>	<b>Debt Service</b>					
D-1.1	Principal					
D-1.2	Interest					
D-1.3	Fees					
<b>D-2</b>	<b>TOTAL DEBT SERVICE</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

# Final Budget

Albany County Weed and Pest Control District  
 NAME OF DISTRICT/BOARD

FYE 6/30/2020

## GENERAL FUNDS

		End of Year	Beginning	Beginning	
		2017-2018	2018-2019	2019-2020	Final Approval
		Actual	Estimated	Proposed	
<b>C-1</b>	<b>Balances at Beginning of Fiscal Year</b>				
C-1.1	General Fund Checking Account Balance	\$279,859	\$279,859	\$325,698	\$325,698
C-1.2	Savings and Investments Account Balance		\$0		
C-1.3	General Fund CD Balance		\$0		
C-1.4	All Other Funds		\$0		
C-1.5	Reserves (From Below)	\$312,664	\$312,664	\$342,911	\$342,911
C-1.6	<b>Total Estimated Cash and Investments on Hand</b>	<b>\$592,523</b>	<b>\$592,523</b>	<b>\$668,609</b>	<b>\$668,609</b>
<b>C-2</b>	<b>General Fund Reductions:</b>				
C-2.1	a. Unpaid bills at FYE				
C-2.2	b. Reserves	\$312,664	\$317,711	\$342,911	\$342,911
C-2.3	<b>Total Deductions (a+b)</b>	<b>\$312,664</b>	<b>\$317,711</b>	<b>\$342,911</b>	<b>\$342,911</b>
C-2.4	<b>Estimated Non-Restricted Funds Available</b>	<b>\$279,859</b>	<b>\$274,812</b>	<b>\$325,698</b>	<b>\$325,698</b>

## SINKING & DEBT SERVICE FUNDS

		2017-2018	2018-2019	2019-2020	Final Approval
		Actual	Estimated	Proposed	
<b>C-3</b>					
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	<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

## RESERVES

		2017-2018	2018-2019	2019-2020	Final Approval
		Actual	Estimated	Proposed	
<b>C-4</b>					
C-4.1	Beginning Balance in Reserve Account (end of previous year)	\$312,664	\$312,664	\$317,711	\$317,711
C-4.2	Date of Reserve Approval in Minutes: 5/10/2016				
C-4.3	Amount to be added to the reserve		\$5,047	\$25,200	\$25,200
C-4.4	Date of Reserve Approval in Minutes: 5/7/2019				
C-4.5	<b>SUB-TOTAL</b>	<b>\$312,664</b>	<b>\$317,711</b>	<b>\$342,911</b>	<b>\$342,911</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: 5/10/2016				
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	\$312,664	\$317,711	\$342,911	\$342,911

## BOND FUNDS

		2017-2018	2018-2019	2019-2020	Final Approval
		Actual	Estimated	Proposed	
<b>C-5</b>					
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	<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>