

**Final Budget**

NORTH PLATTE VALLEY CONSERVATION DISTRICT	
Budget Hearing Information	
1441 East M, Suite B	Location: USDA Service Center
Torrington, WY 82240	Date: 6/16/2023
307-532-4880 EXT 101	Time: 11:00 AM
GOSHEN COUNTY	Budget Prepared by: SAMANTHA VALENTINE

S-A	<b>BUDGET MESSAGE</b>	W.S. 16-12-403 (c)
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The North Platte Valley Conservation 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 6/30/24.

S-B	<b>RESERVE DESCRIPTION</b>
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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.

S-C	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 70%; padding: 5px;">Names of Board Members</th> <th style="width: 30%; padding: 5px;">Date of End of Term</th> </tr> </thead> <tbody> <tr><td style="padding: 5px;">David Cushman</td><td style="padding: 5px;">2024</td></tr> <tr><td style="padding: 5px;">Kay McKee</td><td style="padding: 5px;">2024</td></tr> <tr><td style="padding: 5px;">Enoch Baumgartner</td><td style="padding: 5px;">2024</td></tr> <tr><td style="padding: 5px;">Duane Keller</td><td style="padding: 5px;">2026</td></tr> <tr><td style="padding: 5px;">Kasey Bangerter</td><td style="padding: 5px;">2026</td></tr> <tr><td style="padding: 5px;"> </td><td style="padding: 5px;"> </td></tr> <tr><td style="padding: 5px;"> </td><td style="padding: 5px;"> </td></tr> <tr><td style="padding: 5px;"> </td><td style="padding: 5px;"> </td></tr> <tr><td style="padding: 5px;"> </td><td style="padding: 5px;"> </td></tr> <tr><td style="padding: 5px;"> </td><td style="padding: 5px;"> </td></tr> </tbody> </table> <div style="margin-top: 10px;"> <p>Does the district have regular office hours exceeding 20 hours per week? <span style="float: right; border: 1px solid black; padding: 2px 10px;">Yes</span></p> <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> <div style="border: 1px solid black; height: 30px; width: 100%; margin-top: 10px;"></div> </div>	Names of Board Members	Date of End of Term	David Cushman	2024	Kay McKee	2024	Enoch Baumgartner	2024	Duane Keller	2026	Kasey Bangerter	2026										
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David Cushman	2024																						
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Duane Keller	2026																						
Kasey Bangerter	2026																						

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

Office and Website - [www.conservegoshen.com](http://www.conservegoshen.com)

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

Website [www.conservegoshen.com](http://www.conservegoshen.com) and Lobby of USDA Service Center and Calendar of Events

Where are the public meetings held?

Website [www.conservegoshen.com](http://www.conservegoshen.com) and Lobby of USDA Service Center and Calendar of Events

# FINAL BUDGET SUMMARY

OVERVIEW		2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Final Approval
S-1	Total Budgeted Expenditures	\$255,633	\$398,539	\$478,215	\$492,015
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	\$558,533	\$656,085	\$714,825	\$714,825
S-5	Amount requested from County Commissioners	\$164,598	\$167,700	\$190,000	\$190,000

S-6	Additional Funding Needed :			\$0	\$0
	Projected Surplus:			\$236,610	\$222,810

REVENUE SUMMARY		2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Final Approval
S-7	Operating Revenues	\$4,348	\$11,176	\$15,500	\$15,500
S-8	Tax levy (From the County Treasurer)	\$164,598	\$167,700	\$190,000	\$190,000
S-9	Government Support	\$8,824	\$8,824	\$8,824	\$8,824
S-10	Grants	\$4,551	\$1,112	\$3,440	\$3,440
S-11	Other County Support (Not from Co. Treas.)	\$0	\$0	\$0	\$0
S-12	Miscellaneous	\$66,725	\$157,786	\$183,850	\$183,850
S-13	Other Forecasted Revenue	\$0	\$0	\$0	\$0

S-14	Total Revenue	\$249,046	\$346,598	\$401,614	\$401,614
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FY 7/1/23-6/30/24 NORTH PLATTE VALLEY CONSERVATION DISTRICT

EXPENDITURE SUMMARY		2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Final Approval
S-15	Capital Outlay	\$1,385	\$1,336	\$41,000	\$41,000
S-16	Interest and Fees On Debt	\$0	\$0	\$0	\$0
S-17	Administration	\$75,070	\$72,354	\$97,832	\$98,832
S-18	Operations	\$145,147	\$260,094	\$256,783	\$258,783
S-19	Indirect Costs	\$34,031	\$64,755	\$82,600	\$93,400
S-20R	Expenditures paid by Reserves	\$0	\$0	\$0	\$0
S-20	Total Expenditures	\$255,633	\$398,539	\$478,215	\$492,015

DEBT SUMMARY		2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Final Approval
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S-21	Principal Paid on Debt	\$0	\$0	\$0	\$0
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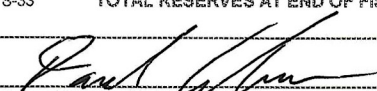
CASH AND INVESTMENTS		2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Final Approval
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S-22	TOTAL GENERAL FUNDS	\$309,487	\$309,487	\$313,211	\$313,211
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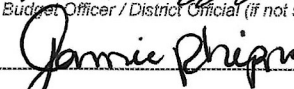
## Summary of Reserve Funds

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

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

Date adopted by Special District 6/16/23



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

PREPARED BY: SAMANTHA VALENTINE

DISTRICT PHONE: 307-532-4880 EXT 101

Prepared in compliance with the Uniform Municipal Fiscal Procedures Act (W.S. 16-12-401 et seq.) as it applies.

5/4/22 Form approved by Wyoming Department of Audit, Public Funds Division

# Final Budget

NORTH PLATTE VALLEY CONSERVATION DISTRICT  
NAME OF DISTRICT/BOARD

FYE 6/30/2024

## PROPERTY TAXES AND ASSESSMENTS

	DOA Chart of Accounts	2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Final Approval
R-1	<b>Property Taxes and Assessments Received</b>				
R-1.1	<b>Tax Levy (From the County Treasurer)</b>	4001	\$164,598	\$167,700	\$190,000
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	Final Approval
R-2	<b>Revenues from Other Governments</b>				
R-2.1	State Aid	4211	\$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	<b>Total Government Support</b>		\$8,824	\$8,824	\$8,824
R-3	<b>Operating Revenues</b>				
R-3.1	Customer Charges	4300			
R-3.2	Sales of Goods or Services	4300	\$4,348	\$11,176	\$15,500
R-3.3	Other Assessments	4503			
R-3.4	<b>Total Operating Revenues</b>		\$4,348	\$11,176	\$15,500
R-4	<b>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	\$4,551	\$1,112	\$3,440
R-4.4	<b>Total Grants</b>		\$4,551	\$1,112	\$3,440
R-5	<b>Miscellaneous Revenue</b>				
R-5.1	Interest	4501	\$92	\$150	\$250
R-5.2	Other: Specify <u>DONATIONS</u>	4500	\$0	\$20,600	\$6,000
R-5.3	Other: See Additior <u>See Additional Details</u>		\$66,633	\$137,036	\$177,600
R-5.4	<b>Total Miscellaneous</b>		\$66,725	\$157,786	\$183,850
R-5.5	<b>Total Forecasted Revenue</b>		\$84,448	\$178,898	\$211,614
R-6	<b>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

# Final Budget

NORTH PLATTE VALLEY CONSERVATION DISTRICT  
NAME OF DISTRICT/BOARD

FYE 6/30/2024

## CAPITAL OUTLAY BUDGET

	DOA Chart of Accounts	2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Final Approval
E-1	<b>Capital Outlay</b>				
E-1.1	Real Property	6201			
E-1.2	Vehicles	6210		\$35,000	\$35,000
E-1.3	Office Equipment	6211	\$1,385	\$1,336	\$1,000
E-1.4	Other (Specify)				
E-1.5	EQUIPMENT/BUILDING	6200		\$5,000	\$5,000
E-1.6		6200			
E-1.7					
E-1.8	<b>TOTAL CAPITAL OUTLAY</b>		\$1,385	\$1,336	\$41,000

## ADMINISTRATION BUDGET

	DOA Chart of Accounts	2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Final Approval
E-2	<b>Personnel Services</b>				
E-2.1	Administrator	7002	\$43,772	\$42,692	\$47,732
E-2.2	Secretary	7003			
E-2.3	Clerical	7004	\$3,240	\$0	\$0
E-2.4	Other (Specify)				
E-2.5	MEETING/BOARD EXPENSE	7005	1046	\$1,008	\$5,000
E-2.6	CREDIT CARD FEES	7005	\$32	-\$17	\$100
E-2.7					
E-3	<b>Board Expenses</b>				
E-3.1	Travel	7011	\$451	\$1,473	\$2,000
E-3.2	Mileage	7012	\$445	\$550	\$2,500
E-3.3	Other (Specify)				
E-3.4		7013			
E-3.5		7013			
E-3.6					
E-4	<b>Contractual Services</b>				
E-4.1	Legal	7021	\$5,096	\$317	\$5,000
E-4.2	Accounting/Auditing	7022	\$6,439	\$7,982	\$9,000
E-4.3	Other (Specify)				
E-4.4		7023			
E-4.5		7023			
E-4.6					
E-5	<b>Other Administrative Expenses</b>				
E-5.1	Office Supplies	7031	\$2,732	\$4,500	\$6,000
E-5.2	Office equipment, rent & repair	7032			
E-5.3	Education	7033			
E-5.4	Registrations	7034	\$1,580	\$1,803	\$2,500
E-5.5	Other (Specify)				
E-5.6	DUES & SUBSCRIPTIONS	7035	\$10,237	\$11,010	\$15,000
E-5.7	ELECTION FEES	7035		\$1,036	\$3,000
E-5.8					
E-6	<b>TOTAL ADMINISTRATION</b>		\$75,070	\$72,354	\$97,832



# Final Budget

NORTH PLATTE VALLEY CONSERVATION DISTRICT

FYE 6/30/2024

## OPERATIONS BUDGET

### E-7 Personnel Services

E-7.1 Wages--Operations

E-7.2 Service Contracts

E-7.3 Other (Specify)

E-7.4 TREE LABOR

E-7.5

E-7.6

### E-8 Travel

E-8.1 Mileage

E-8.2 Other (Specify)

E-8.3

E-8.4

E-8.5

### E-9 Operating supplies (List)

E-9.1 SEEDER EXPENSE

E-9.2 NO-TILL DRILL EXPENSE

E-9.3

E-9.4

E-9.5

### E-10 Program Services (List)

E-10.1 EDUCATION PROGRAMS

E-10.2 COMMUNITY PROGRAMS

E-10.3 TREE PROGRAM EXPENSES

E-10.4 FAIR BOOTH

E-10.5 see additional details

### E-11 Contractual Arrangements (List)

E-11.1 RESOURCE COST SHARE

E-11.2 TREE COST SHARE

E-11.3 SEED COST SHARE

E-11.4 TIRE COST SHARE

E-11.5 see additional details

### E-12 Other operations (Specify)

E-12.1 WDA LAB FUND EXPENSES

E-12.2 SMALL WATER REIMBURSE EXPENSES

E-12.3 LFL TREE PAYOUT

E-12.4

E-12.5

### E-13 TOTAL OPERATIONS

DOA Chart of Accounts	2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Final Approval
7202	\$18,824	\$40,500	\$46,342	\$46,342
7203				
7204	\$23,279	\$20,000	\$25,000	\$25,000
7204				
7211				
7212				
7212				
7220	\$1,158	\$1,491	\$5,000	\$6,000
7220		3100	\$5,000	\$6,000
7220				
7220				
7230	\$10,100	\$12,000	\$12,000	\$12,000
7230	\$27,201	\$21,518	\$11,000	\$11,000
7230	\$41,549	\$45,000	\$75,000	\$75,000
7230	\$317	\$1,200	\$1,500	\$1,500
	\$200	\$413	\$5,000	\$5,000
7400	\$12,000	\$10,000	\$12,000	\$12,000
7400	\$9,794	\$14,391	\$15,000	\$15,000
7400		\$5,000	\$1,500	\$1,500
7400			\$7,000	\$7,000
			\$6,500	\$6,500
7450	\$725	\$3,863	\$3,941	\$3,941
7450		\$57,868	\$25,000	\$25,000
7450		\$23,750	\$0	
7450				
	\$145,147	\$260,094	\$256,783	\$258,783

# Final Budget

NORTH PLATTE VALLEY CONSERVATION DISTRICT

FYE 6/30/2024

## INDIRECT COSTS BUDGET

	DOA Chart of Accounts	2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Final Approval
<b>E-14 Insurance</b>					
E-14.1 Liability	7502	\$1,611	\$1,000	\$1,200	\$1,500
E-14.2 Buildings and vehicles	7503		\$2,098	\$3,500	\$4,000
E-14.3 Equipment	7504				
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	\$6,702	\$8,732	\$12,000	\$12,000
E-15.2 Workers Compensation	7512	\$1,284	\$1,200	\$2,500	\$2,500
E-15.3 Unemployment Taxes	7513				
E-15.4 Retirement	7514	\$8,963	\$12,000	\$15,000	\$15,000
E-15.5 Health Insurance	7515	\$13,847	\$37,000	\$39,000	\$49,000
E-15.6 Other (Specify)					
E-15.7 LIFE INSURANCE	7516	\$41	\$75	\$200	\$200
E-15.8 DD FEES	7516	\$131	\$150	\$200	\$200
E-15.9 see additional details		\$1,452	\$2,500	\$9,000	\$9,000
<b>E-17 TOTAL INDIRECT COSTS</b>		\$34,031	\$64,755	\$82,600	\$93,400

## DEBT SERVICE BUDGET

	DOA Chart of Accounts	2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Final 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>		\$0	\$0	\$0	\$0

# Final Budget

NORTH PLATTE VALLEY CONSERVATION DISTRICT  
NAME OF DISTRICT/BOARD

FYE 6/30/2024

## GENERAL FUNDS

		End of Year	Beginning	Beginning	
		2021-2022	2022-2023	2023-2024	Final Approval
		Actual	Estimated	Proposed	
DOA Chart of Accounts					
C-1	Balances at Beginning of Fiscal Year				
C-1.1	General Fund Checking	1010	\$247,763	\$247,763	\$281,902
C-1.2	Savings and Investments	1040	\$61,724	\$61,724	\$31,309
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
C-1.6	Total Estimated Cash and Investments on Hand		\$309,487	\$309,487	\$313,211
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		\$309,487	\$309,487	\$313,211

## DOA Chart of Accounts

## SINKING & DEBT SERVICE FUNDS

1070

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

1090

		2021-2022	2022-2023	2023-2024	Final Approval
		Actual	Estimated	Proposed	
C-4	Beginning Balance in Reserve Account (end of previous year)		\$0	\$0	
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	\$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	Date of Reserve Approval in Minutes:				
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

## BOND FUNDS

1060

		2021-2022	2022-2023	2023-2024	Final Approval
		Actual	Estimated	Proposed	
C-5	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	\$0	\$0	\$0

## Final Budget

**NORTH PLATTE VALLEY CONSERVATION DISTRICT**  
**NAME OF DISTRICT/BOARD**

FYE 6/30/2024

## ADDITIONAL DETAILS

2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Final Approval
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### Add to Section

### Description

## DATA INPUT

[illegible]