

# Final Budget

Sweetwater County Conservation District	
Budget Hearing Information	
79 Winston Drive, Suite 103	Location: SWCCD Office
Rock Springs, WY 82901	Date: 7/15/2020
307-362-5257	Time: 10:00 AM
Sweetwater County	Budget Prepared by: Karen Pecheny

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

Sweetwater County Conservation District (SWCCD) Board of Supervisors are committed to meeting the challenges of providing leadership for over seven (7) million acres of natural resources in Sweetwater County as outlined in state statute. SWCCD will continue to work on the Rock Springs RMP, and the Travel Management Plan (TMP) as it related to the (RSFO, LSFO, VFO) where they intersect with Sweetwater County and interface with the TMP intersections going in and out of Wyoming. Remain involved in the Federal Planning and project level processes including implementation of Record of Decisions and Adaptive Management, which ultimately interfaces with the Sage Grouse Core Area and Federal Adaptive Management for the Sage Grouse Amendment and 9 Plan.

SWCCD will continue to work on the Ashley National Forest Plan Revision and Travel Management Plan (FGNRA) To remain involved in watershed/water quality assessment, planning and implementation on the Bitter and Killpeckers Creeks as well as other potential listed streams. The SWCCD contractor will assist WDEQ for communication and TMDL project support. (for chlorides) Continue to provide leadership for natural resources (such as Little Mountain and Pine Mountain seed money match with the Wyoming Landscape Conservation Initiative (WLCI) and other entities) along with education and outreach to citizens of the County.

SWCCD will continue to work with Little Snake River Conservation District (LSRCD) on Small Water and other conservation projects in Eastern Sweetwater County. The Little Snake River Conservation District will provide engineering and technical assistance, grant writing for project financing, project coordination with land management agencies, landowners/permittees, and project oversight in coordination with SWCCD. SWCCD held a budget hearing on May 4, 2020 in the amount of \$35,000.00 due to funding from the Wyoming Water Development Office Small Water Project Program. The Mission Statement of the SWCCD (Ref: Wyoming Statute Title 11, Agriculture, Livestock, and other Animals. W.S. 11-16-103 et seq.)

Note: If clarification and detailed justifications are needed, please contact the SWCCD District Office at 307-362-5257. The SWCCD Board will hold their FY 2021 Budget Hearing on July 15, 2020 at 79 Winston Drive, STE 103 Rock Springs, WY 82901

**S-B RESERVE DESCRIPTION**

The reserves held by the district in the emergency reserve (unassigned - not committed) are held for unexpected expenses that may arise during the fiscal year. FY 2021 Reserve \$27,017.00

S-C

Names of Board Members	Date of End of Term
Mary Thoman	12/30/22
Tom Burris	12/30/20
Jean Dickinson	12/30/22
Stephanie Anderson	12/30/20
Joshua Coursey	12/30/22

Does the district have regular office hours exceeding 20 hours per week?	<input checked="" type="checkbox"/> Yes
<b>If Yes, enter</b>	
Address of office:	79 Winston Dr. Suite 103
City, State, Zip:	Rock Springs, WY 82901
Phone Number:	(307) 362-5257
Hours Open:	830-430

Where are the minutes of your board meeting available for public review?  
 SWCCD Office - Wyoming Department of Agriculture State Archives

How and where are the notices of meeting posted for the public?  
 SWCCD Office Door - FaceBook - SWCCD Website

Where are the public meetings held?  
 SWCCD Office

## FINAL BUDGET SUMMARY

OVERVIEW		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval
S-1	Total Budgeted Expenditures	\$316,949	\$388,497	\$453,259	\$453,259
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	\$329,311	\$404,941	\$471,147	\$471,147
S-5	Amount requested from County Commissioners	\$0	\$0	\$0	\$0
S-6	Additional Funding Needed :			\$0	\$0

REVENUE SUMMARY		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval
S-7	Operating Revenues	\$4,729	\$1,000	\$1,000	\$1,000
S-8	Tax levy (From the County Treasurer)	\$0	\$0	\$0	\$0
S-9	Government Support	\$267,824	\$299,824	\$285,274	\$285,274
S-10	Grants	\$47,909	\$95,273	\$167,205	\$167,205
S-11	Other County Support (Not from Co. Treas.)	\$0	\$0	\$0	\$0
S-12	Miscellaneous	\$25	\$20	\$20	\$20
S-13	Other Forecasted Revenue	\$0	\$0	\$0	\$0

S-14	Total Revenue	\$320,487	\$396,117	\$453,499	\$453,499
FY 7/1/20-6/30/21		Sweetwater County Conservation District			

EXPENDITURE SUMMARY		2018-2019 Actual	2019-2020 Estimated	2020-2021 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	\$99,873	\$105,675	\$100,000	\$100,000
S-18	Operations	\$194,939	\$260,497	\$330,559	\$330,559
S-19	Indirect Costs	\$22,137	\$22,325	\$22,700	\$22,700
S-20R	Expenditures paid by Reserves	\$0	\$0	\$0	\$0
S-20	Total Expenditures	\$316,949	\$388,497	\$453,259	\$453,259

DEBT SUMMARY		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval
S-21	Principal Paid on Debt	\$0	\$0	\$0	\$0

CASH AND INVESTMENTS		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval
S-22	TOTAL GENERAL FUNDS	\$8,824	\$8,824	\$17,648	\$17,648

**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	\$27,017	\$27,017	\$27,017	\$27,017
S-26	c. Bond Funds	\$0	\$0	\$0	\$0
	<b>Total Reserves (a+b+c)</b>	\$27,017	\$27,017	\$27,017	\$27,017
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
	<b>Total to be added (a+b+c)</b>	\$0	\$0	\$0	\$0
S-31	Subtotal	\$27,017	\$27,017	\$27,017	\$27,017
S-32	Less Total to be spent	\$0	\$0	\$0	\$0
S-33	TOTAL RESERVES AT END OF FISCAL YEAR	\$27,017	\$27,017	\$27,017	\$27,017

*End of Summary*

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

Date adopted by Special District 7/15/2020

DISTRICT ADDRESS: 79 Winston Drive, Suite 103  
Rock Springs, WY 82901

PREPARED BY: Karen Pecheny

DISTRICT PHONE: 307-362-5257

# Final Budget

Sweetwater County Conservation District  
 NAME OF DISTRICT/BOARD \_\_\_\_\_

FYE 6/30/2021 \_\_\_\_\_

## PROPERTY TAXES AND ASSESSMENTS

		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval
R-1	<b>Property Taxes and Assessments Received</b>				
R-1.1	<b>Tax Levy (From the County Treasurer)</b>				
R-1.2	Other County Support				

## FORECASTED REVENUE

		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval
R-2	<b>Revenues from Other Governments</b>				
R-2.1	State Aid	\$8,824	\$8,824	\$8,824	\$8,824
R-2.2	Additional County Aid (non-treasurer)	\$259,000	\$291,000	\$276,450	\$276,450
R-2.3	City (or Town) Aid				
R-2.4	Other (Specify) _____				
R-2.5	<b>Total Government Support</b>	\$267,824	\$299,824	\$285,274	\$285,274
R-3	<b>Operating Revenues</b>				
R-3.1	Customer Charges				
R-3.2	Sales of Goods or Services	\$4,729	\$1,000	\$1,000	\$1,000
R-3.3	Other Assessments				
R-3.4	<b>Total Operating Revenues</b>	\$4,729	\$1,000	\$1,000	\$1,000
R-4	<b>Grants</b>				
R-4.1	Direct Federal Grants				
R-4.2	Federal Grants thru State Agencies	\$36,704	\$28,875	\$27,260	\$27,260
R-4.3	Grants from State Agencies	\$11,205	\$66,398	\$139,945	\$139,945
R-4.4	<b>Total Grants</b>	\$47,909	\$95,273	\$167,205	\$167,205
R-5	<b>Miscellaneous Revenue</b>				
R-5.1	Interest	\$25	\$20	\$20	\$20
R-5.2	Other: Specify _____				
R-5.3	Other: Additional _____				
R-5.4	<b>Total Miscellaneous</b>	\$25	\$20	\$20	\$20
R-5.5	<b>Total Forecasted Revenue</b>	\$320,487	\$396,117	\$453,499	\$453,499
R-6	<b>Other Forecasted Revenue</b>				
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	<b>Total Other Forecasted Revenue (a+b)</b>	\$0	\$0	\$0	\$0

# Final Budget

Sweetwater County Conservation District

FYE 6/30/2021

**NAME OF DISTRICT/BOARD**

## CAPITAL OUTLAY BUDGET

		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval
<b>E-1</b>	<b>Capital Outlay</b>				
E-1.1	Real Property				
E-1.2	Vehicles				
E-1.3	Office Equipment				
E-1.4	Other (Specify)				
E-1.5	_____				
E-1.6	_____				
E-1.7					
E-1.8	<b>TOTAL CAPITAL OUTLAY</b>	\$0	\$0	\$0	\$0

## ADMINISTRATION BUDGET

		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval
<b>E-2</b>	<b>Personnel Services</b>				
E-2.1	Administrator	\$36,859	\$41,050	\$42,000	\$42,000
E-2.2	Secretary				
E-2.3	Clerical				
E-2.4	Other (Specify)				
E-2.5	_____				
E-2.6	_____				
E-2.7					
<b>E-3</b>	<b>Board Expenses</b>				
E-3.1	Travel				
E-3.2	Mileage	\$5,794	\$6,000	\$4,000	\$4,000
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	\$524	\$1,200	\$500	\$500
E-4.2	Accounting/Auditing	\$4,515	\$4,060	\$3,000	\$3,000
E-4.3	Other (Specify)				
E-4.4	Telephone/Internet	\$1,343	\$1,600	\$1,600	\$1,600
E-4.5	_____				
E-4.6	_____				
<b>E-5</b>	<b>Other Administrative Expenses</b>				
E-5.1	Office Supplies	\$4,269	\$4,515	\$3,800	\$3,800
E-5.2	Office equipment, rent & repair	\$7,552	\$6,350	\$4,400	\$4,400
E-5.3	Education	\$1,489	\$2,100	\$2,200	\$2,200
E-5.4	Registrations	\$1,278	\$2,000	\$2,000	\$2,000
E-5.5	Other (Specify)				
E-5.6	Boad Dues	\$20,250	\$20,800	\$20,500	\$20,500
E-5.7	Rent	\$16,000	\$16,000	\$16,000	\$16,000
E-5.8	_____				
<b>E-6</b>	<b>TOTAL ADMINISTRATION</b>	\$99,873	\$105,675	\$100,000	\$100,000

# Final Budget

Sweetwater County Conservation District

FYE 6/30/2021

<b>OPERATIONS BUDGET</b>			
		2018-2019 Actual	2019-2020 Estimated
		2020-2021 Proposed	Final Approval
<b>E-7</b>	<b>Personnel Services</b>		
E-7.1	Wages--Operations		
E-7.2	Service Contracts		
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	\$2,917	\$3,000
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	_____		
E-9.2	_____		
E-9.3	_____		
E-9.4	_____		
E-9.5	_____		
<b>E-10</b>	<b>Program Services (List)</b>		
E-10.1	Trees	\$4,263	\$2,400
E-10.2	BLM/WLCI	\$30,000	
E-10.3	WDEQ Grant	\$11,337	\$28,875
E-10.4	WDA Grant	\$10,447	\$29,398
E-10.5	_____		
<b>E-11</b>	<b>Contractual Arrangements (List)</b>		
E-11.1	_____		
E-11.2	_____		
E-11.3	_____		
E-11.4	_____		
E-11.5	_____		
<b>E-12</b>	<b>Other operations (Specify)</b>		
E-12.1	Technical/Legal	\$17,891	\$25,000
E-12.2	BC/Headcut Project	\$112,741	\$55,000
E-12.3	WLCI/BLM Grant Match		\$40,000
E-12.4	WDA Grant Match	\$5,250	\$3,000
E-12.5	see additional details	\$93	\$73,824
<b>E-13</b>	<b>TOTAL OPERATIONS</b>	<b>\$194,939</b>	<b>\$260,497</b>
		<b>\$330,559</b>	<b>\$330,559</b>

# Final Budget

Sweetwater County Conservation District

FYE 6/30/2021

## INDIRECT COSTS BUDGET

			2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval
<b>E-14</b>	<b>Insurance</b>					
E-14.1	Liability		\$1,642	\$2,000	\$2,000	\$2,000
E-14.2	Buildings and vehicles					
E-14.3	Equipment					
E-14.4	Other (Specify)					
E-14.5	_____					
E-14.6	_____					
E-14.7						
<b>E-15</b>	<b>Indirect payroll costs:</b>					
E-15.1	FICA (Social Security) taxes		\$3,105	\$3,400	\$3,500	\$3,500
E-15.2	Workers Compensation		\$883	\$800	\$900	\$900
E-15.3	Unemployment Taxes					
E-15.4	Retirement		\$6,866	\$7,300	\$7,500	\$7,500
E-15.5	Health Insurance		\$9,641	\$8,825	\$8,800	\$8,800
E-15.6	Other (Specify)					
E-15.7	_____					
E-15.8	_____					
E-15.9						
<b>E-17</b>	<b>TOTAL INDIRECT COSTS</b>		<b>\$22,137</b>	<b>\$22,325</b>	<b>\$22,700</b>	<b>\$22,700</b>

## DEBT SERVICE BUDGET

			2018-2019 Actual	2019-2020 Estimated	2020-2021 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

Sweetwater County Conservation District

FYE 6/30/2021

**NAME OF DISTRICT/BOARD**

## GENERAL FUNDS

		End of Year	Beginning	Beginning	
		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval
<b>C-1</b>	<b>Balances at Beginning of Fiscal Year</b>				
C-1.1	General Fund Checking Account Balance	\$8,824	\$8,824	\$17,648	\$17,648
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)	\$27,017	\$27,017	\$27,017	\$27,017
C-1.6	<b>Total Estimated Cash and Investments on Hand</b>	<b>\$35,841</b>	<b>\$35,841</b>	<b>\$44,665</b>	<b>\$44,665</b>
<b>C-2</b>	<b>General Fund Reductions:</b>				
C-2.1	a. Unpaid bills at FYE				
C-2.2	b. Reserves	\$27,017	\$27,017	\$27,017	\$27,017
C-2.3	<b>Total Deductions (a+b)</b>	<b>\$27,017</b>	<b>\$27,017</b>	<b>\$27,017</b>	<b>\$27,017</b>
C-2.4	<b>Estimated Non-Restricted Funds Available</b>	<b>\$8,824</b>	<b>\$8,824</b>	<b>\$17,648</b>	<b>\$17,648</b>

## SINKING & DEBT SERVICE FUNDS

		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval
<b>C-3</b>					
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	<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	<i>Date of Reserve Approval in Minutes:</i>				
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

		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval
<b>C-4</b>					
C-4.1	Beginning Balance in Reserve Account (end of previous year)	\$27,017	\$27,017	\$27,017	\$27,017
C-4.2	<i>Date of Reserve Approval in Minutes:</i> 7/17/2019				
C-4.3	Amount to be added to the reserve				
C-4.4	<i>Date of Reserve Approval in Minutes:</i>				
C-4.5	<b>SUB-TOTAL</b>	<b>\$27,017</b>	<b>\$27,017</b>	<b>\$27,017</b>	<b>\$27,017</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	<i>Date of Reserve Approval in Minutes:</i>				
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	\$27,017	\$27,017	\$27,017	\$27,017

## BOND FUNDS

		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval
<b>C-5</b>					
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	<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	<i>Date of Reserve Approval in Minutes:</i>				
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>

