

## Proposed Budget

Laramie Rivers Conservation District	
Budget Hearing Information	
5015 Stone Rd	<b>Location:</b> Albany County Fairgrounds
Laramie, WY 82070	<b>Date:</b> 5/20/2021
307-721-0072	<b>Time:</b> 3PM
Albany County	<b>Budget Prepared by:</b> Martin Curry

S-A	<b>BUDGET MESSAGE</b>	W.S. 16-4-104(d)
<p>For our 2021-2022 Proposed Budget our financial policy continues to be to serve the public through routine services and projects as outlined in our annual and long range plans, and though special projects as they arise, in a highly responsible manner.</p> <p>Revenues: Adjustments were made in grants, as new grants were awarded in FY19-20, but had to be rolled into the next fiscal year due to circumstances beyond our control.</p> <p>Expenditures: The grants mentioned above are passed through in the Operations budget for an increase in line E-12.1. In line E-12.5, the district is providing financial support for the Pilot Hill Project. Capital outlay has a very high proposed number compared to actual in the current year as we continue to budget for a new office facility, but have failed to find a suitable property to purchase.</p> <p>Cash &amp; Investments: Our cash and investment number remains significant, because as I mentioned above we hope to some day purchase a facility.</p>		

S-B	<b>RESERVE DESCRIPTION</b>
Our Cash Operating Reserve (\$200K) and New Vehicle Reserve (\$58K) have not changed.	

S-C		
Names of Board Members	Date of End of Term	Does the district have regular office hours exceeding 20 hours per week? <span style="float: right; border: 1px solid black; padding: 2px;">Yes</span>
Ruth Shepherd	12/31/24	<b>If Yes, enter</b> Address of office: 5015 Stone Rd City, State, Zip: Laramie, WY 82070 Phone Number: 307-721-0072 Hours Open: 8am - 4 pm M-F  <div style="border: 1px solid black; height: 30px; width: 100%;"></div>
Robert Shine	12/31/22	
Carol Price	12/31/24	
Larry Munn	12/31/24	

Where are the minutes of your board meeting available for public review?  
 LRCD Office 5015 Stone Rd Laramie, WY 82070

How and where are the notices of meeting posted for the public?  
 Laramie Boomerang Briefs at least two days before the meeting

Where are the public meetings held?  
 Conference Room at 5015 Stone Rd

## PROPOSED BUDGET SUMMARY

OVERVIEW	2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Pending Approval
S-1 <b>Total Budgeted Expenditures</b>	\$711,842	\$1,334,772	\$1,390,145	\$1,390,145
S-2 <b>Total Principal to Pay on Debt</b>	\$0	\$0	\$0	\$0
S-3 <b>Total Change to Restricted Funds</b>	\$0	\$0	\$0	\$0
S-4 <b>Total General Fund and Forecasted Revenues Available</b>	\$1,521,672	\$1,548,465	\$1,639,545	\$1,639,545
S-5 <i>Amount requested from County Commissioners</i>	\$566,010	\$571,868	\$566,010	\$566,010
S-6 <b>Additional Funding Needed :</b>			<b>\$0</b>	<b>\$0</b>

REVENUE SUMMARY	2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Pending Approval
S-7 <b>Operating Revenues</b>	\$3,823	\$20,000	\$20,000	\$20,000
S-8 <b>Tax levy (From the County Treasurer)</b>	\$566,010	\$571,868	\$566,010	\$566,010
S-9 <b>Government Support</b>	\$0	\$0	\$0	\$0
S-10 <b>Grants</b>	\$267,158	\$295,313	\$295,313	\$295,313
S-11 <b>Other County Support (Not from Co. Treas.)</b>	\$0	\$0	\$0	\$0
S-12 <b>Miscellaneous</b>	\$28,198	\$4,800	\$5,300	\$5,300
S-13 <b>Other Forecasted Revenue</b>	\$0	\$0	\$0	\$0
S-14 <b>Total Revenue</b>	\$865,188	\$891,981	\$886,623	\$886,623

FY 7/1/21-6/30/22 Laramie Rivers Conservation District

EXPENDITURE SUMMARY	2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Pending Approval
S-15 <b>Capital Outlay</b>	\$7,521	\$433,726	\$486,594	\$486,594
S-16 <b>Interest and Fees On Debt</b>	\$0	\$0	\$0	\$0
S-17 <b>Administration</b>	\$281,619	\$289,188	\$313,485	\$313,485
S-18 <b>Operations</b>	\$332,015	\$517,550	\$485,540	\$485,540
S-19 <b>Indirect Costs</b>	\$90,688	\$94,308	\$104,526	\$104,526
S-20R <b>Expenditures paid by Reserves</b>	\$0	\$0	\$0	\$0
S-20 <b>Total Expenditures</b>	\$711,842	\$1,334,772	\$1,390,145	\$1,390,145

DEBT SUMMARY	2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Pending Approval
S-21 <b>Principal Paid on Debt</b>	\$0	\$0	\$0	\$0

CASH AND INVESTMENTS	2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Pending Approval
S-22 <b>TOTAL GENERAL FUNDS</b>	\$656,484	\$656,484	\$752,922	\$752,922

**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	\$259,400	\$259,400	\$259,400	\$259,400
S-26 c. Bond Funds	\$0	\$0	\$0	\$0
<b>Total Reserves (a+b+c)</b>	<b>\$259,400</b>	<b>\$259,400</b>	<b>\$259,400</b>	<b>\$259,400</b>
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	\$0	\$0	\$0
S-30 c. Bond Funds	\$0	\$0	\$0	\$0
<b>Total to be added (a+b+c)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
S-31 <b>Subtotal</b>	\$259,400	\$259,400	\$259,400	\$259,400
S-32 <b>Less Total to be spent</b>	\$0	\$0	\$0	\$0
S-33 <b>TOTAL RESERVES AT END OF FISCAL YEAR</b>	<b>\$259,400</b>	<b>\$259,400</b>	<b>\$259,400</b>	<b>\$259,400</b>

*End of Summary*

Date adopted by Special District \_\_\_\_\_

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

**DISTRICT ADDRESS:** 5015 Stone Rd  
Laramie, WY 82070

**PREPARED BY:** Martin Curry

**DISTRICT PHONE:** 307-721-0072

# Proposed Budget

Laramie Rivers 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	Pending Approval
<b>R-1 Property Taxes and Assessments Received</b>					
R-1.1 Tax Levy (From the County Treasurer)	4001	\$566,010	\$571,868	\$566,010	\$566,010
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	Pending Approval
<b>R-2 Revenues from Other Governments</b>					
R-2.1 State Aid	4211				
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>		\$0	\$0	\$0	\$0
<b>R-3 Operating Revenues</b>					
R-3.1 Customer Charges	4300				
R-3.2 Sales of Goods or Services	4300	\$3,823	\$20,000	\$20,000	\$20,000
R-3.3 Other Assessments	4503				
R-3.4 <b>Total Operating Revenues</b>		\$3,823	\$20,000	\$20,000	\$20,000
<b>R-4 Grants</b>					
R-4.1 Direct Federal Grants	4201	\$16,760	\$20,275	\$20,275	\$20,275
R-4.2 Federal Grants thru State Agencies	4201				
R-4.3 Grants from State Agencies	4211	\$250,398	\$275,038	\$275,038	\$275,038
R-4.4 <b>Total Grants</b>		\$267,158	\$295,313	\$295,313	\$295,313
<b>R-5 Miscellaneous Revenue</b>					
R-5.1 Interest	4501	\$3,683	\$1,500	\$2,000	\$2,000
R-5.2 Other: Specify <u>Education Grant</u>	4500	\$24,500	\$2,000	\$2,000	\$2,000
R-5.3 Other: See Additional		\$15	\$1,300	\$1,300	\$1,300
R-5.4 <b>Total Miscellaneous</b>		\$28,198	\$4,800	\$5,300	\$5,300
R-5.5 <b>Total Forecasted Revenue</b>		\$299,179	\$320,113	\$320,613	\$320,613
<b>R-6 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	\$0

# Proposed Budget

Laramie Rivers 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	Pending Approval
<b>E-1 Capital Outlay</b>					
E-1.1 Real Property	6201				
E-1.2 Vehicles	6210	\$0	\$0	\$0	
E-1.3 Office Equipment	6211	\$3,528	\$4,500	\$5,000	\$5,000
E-1.4 Other (Specify)					
E-1.5 _____ Farm/Field Equipment	6200	\$0	\$2,000	\$2,000	\$2,000
E-1.6 _____ New Building fund	6200	\$3,993	\$427,226	\$479,594	\$479,594
E-1.7 _____					
E-1.8 <b>TOTAL CAPITAL OUTLAY</b>		\$7,521	\$433,726	\$486,594	\$486,594

## ADMINISTRATION BUDGET

	DOA Chart of Accounts	2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Pending Approval
<b>E-2 Personnel Services</b>					
E-2.1 Administrator	7002	\$75,925	\$76,425	\$86,000	\$86,000
E-2.2 Secretary	7003				
E-2.3 Clerical	7004	\$45,701	\$45,701	\$45,701	\$45,701
E-2.4 Other (Specify)					
E-2.5 Education Specialist	7005	\$55,757	\$55,767	\$55,767	\$55,767
E-2.6 Resource Specialist	7005	\$54,649	\$55,767	\$55,767	\$55,767
E-2.7 _____ see additional details		\$2,524	\$7,509	\$7,500	\$7,500
<b>E-3 Board Expenses</b>					
E-3.1 Travel	7011	\$3,536	\$4,000	\$4,000	\$4,000
E-3.2 Mileage	7012	\$1,011	\$1,500	\$1,500	\$1,500
E-3.3 Other (Specify)					
E-3.4 Training	7013	\$261	\$269	\$4,000	\$4,000
E-3.5 Board Administration	7013			\$10,000	\$10,000
E-3.6 _____					
<b>E-4 Contractual Services</b>					
E-4.1 Legal	7021				
E-4.2 Accounting/Auditing	7022	\$11,547	\$11,000	\$12,000	\$12,000
E-4.3 Other (Specify)					
E-4.4 _____	7023				
E-4.5 _____	7023				
E-4.6 _____					
<b>E-5 Other Administrative Expenses</b>					
E-5.1 Office Supplies	7031	\$3,808	\$4,000	\$4,000	\$4,000
E-5.2 Office equipment, rent & repair	7032	\$1,761	\$2,250	\$2,250	\$2,250
E-5.3 Education	7033	\$1,384	\$1,500	\$1,500	\$1,500
E-5.4 Registrations	7034				
E-5.5 Other (Specify)					
E-5.6 _____	7035				
E-5.7 Subscriptions/Dues	7035	\$14,469	\$15,000	\$15,000	\$15,000
E-5.8 _____ see additional details		\$9,286	\$8,500	\$8,500	\$8,500
E-6 <b>TOTAL ADMINISTRATION</b>		\$281,619	\$289,188	\$313,485	\$313,485

# Proposed Budget

Laramie Rivers Conservation District

FYE 6/30/2022

## OPERATIONS BUDGET

	DOA Chart of Accounts	2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Pending Approval
<b>E-7</b>	<b>Personnel Services</b>				
E-7.1	Wages--Operations	7202 \$6,598	\$8,000	\$8,000	\$8,000
E-7.2	Service Contracts	7203			
E-7.3	Other (Specify)				
E-7.4	_____	7204			
E-7.5	_____	7204			
E-7.6	_____				
<b>E-8</b>	<b>Travel</b>				
E-8.1	Mileage	7211			
E-8.2	Other (Specify)				
E-8.3	Maint. Trucks/Equipment	7212 \$1,429	\$4,000	\$4,000	\$4,000
E-8.4	Fuel	7212 \$1,571	\$2,500	\$2,500	\$2,500
E-8.5	_____				
<b>E-9</b>	<b>Operating supplies (List)</b>				
E-9.1	Educational material	7220 \$6,239	\$12,000	\$12,000	\$12,000
E-9.2	Education grants	7220 \$0	\$2,000	\$2,000	\$2,000
E-9.3	Community gardens	7220 \$647	\$4,000	\$4,000	\$4,000
E-9.4	_____	7220			
E-9.5	_____				
<b>E-10</b>	<b>Program Services (List)</b>				
E-10.1	Tree program	7230 \$7,926	\$15,500	\$15,500	\$15,500
E-10.2	Regular cost share	7230 \$10,336	\$16,000	\$16,000	\$16,000
E-10.3	Rural cost share	7230 \$18,176	\$45,000	\$45,000	\$45,000
E-10.4	Locally led conservation	7230 \$10,073	\$40,000	\$40,000	\$40,000
E-10.5	_____				
<b>E-11</b>	<b>Contractual Arrangements (List)</b>				
E-11.1	Office Rent	7400			
E-11.2	Contract Services	7400 \$0	\$4,500	\$12,000	\$12,000
E-11.3	_____	7400			
E-11.4	_____	7400			
E-11.5	_____				
<b>E-12</b>	<b>Other operations (Specify)</b>				
E-12.1	Wildlife Projects	7450 \$209,079	\$212,000	\$231,215	\$231,215
E-12.2	North Cedar property	7450 \$7,495	\$20,000	\$20,000	\$20,000
E-12.3	USFS: Safe Harbor	7450 \$0	\$0	\$0	
E-12.4	Water quality monitoring	7450 \$1,360	\$1,000	\$1,000	\$1,000
E-12.5	_____ see additional details	\$51,086	\$131,050	\$72,325	\$72,325
<b>E-13</b>	<b>TOTAL OPERATIONS</b>	\$332,015	\$517,550	\$485,540	\$485,540



# Proposed Budget

Laramie Rivers Conservation District  
**NAME OF DISTRICT/BOARD**

FYE 6/30/2022

## GENERAL FUNDS

		End of Year	Beginning	Beginning	
		2019-2020	2020-2021	2021-2022	Pending
		Actual	Estimated	Proposed	Approval
C-1	<b>Balances at Beginning of Fiscal Year</b>	<b>DOA Chart of Accounts</b>			
C-1.1	General Fund Checking	\$90,720	\$90,720	\$116,077	\$116,077
C-1.2	Savings and Investments	\$335,859	\$335,859	\$306,255	\$306,255
C-1.3	General Fund CD Balance	\$229,905	\$229,905	\$330,590	\$330,590
C-1.4	All Other Funds		\$0		
C-1.5	Reserves (From Below)	\$259,400	\$259,400	\$259,400	\$259,400
C-1.6	<b>Total Estimated Cash and Investments on Hand</b>	<b>\$915,884</b>	<b>\$915,884</b>	<b>\$1,012,322</b>	<b>\$1,012,322</b>
C-2	<b>General Fund Reductions:</b>	<b>2010</b>			
C-2.1	a. Unpaid bills at FYE				
C-2.2	b. Reserves	\$259,400	\$259,400	\$259,400	\$259,400
C-2.3	<b>Total Deductions (a+b)</b>	<b>\$259,400</b>	<b>\$259,400</b>	<b>\$259,400</b>	<b>\$259,400</b>
C-2.4	<b>Estimated Non-Restricted Funds Available</b>	<b>\$656,484</b>	<b>\$656,484</b>	<b>\$752,922</b>	<b>\$752,922</b>

DOA Chart of Accounts
<b>1070</b>

## SINKING & DEBT SERVICE FUNDS

		2019-2020	2020-2021	2021-2022	Pending
		Actual	Estimated	Proposed	Approval
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	1090
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		2019-2020	2020-2021	2021-2022	Pending
		Actual	Estimated	Proposed	Approval
C-4.1	Beginning Balance in Reserve Account (end of previous year)	\$259,400	\$259,400	\$259,400	\$259,400
C-4.2	<i>Date of Reserve Approval in Minutes:</i> _____				
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>\$259,400</b>	<b>\$259,400</b>	<b>\$259,400</b>	<b>\$259,400</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	\$259,400	\$259,400	\$259,400	\$259,400

BOND FUNDS	1060
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		2019-2020	2020-2021	2021-2022	Pending
		Actual	Estimated	Proposed	Approval
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>