

Final Budget

Powell Clarks Fork Conservation District	
Budget Hearing Information	
1017 Hwy 14A	Location: 1017 Hwy 14A Powell, Wyoming 82435
Powell, Wyoming 82435	Date: 6/3/2025
(307)271-3125	Time: 7:00 PM
Park County	Budget Prepared by: Shannon Darrough

S-A BUDGET MESSAGE W.S. 16-12-403 (c)

This is the budget for the Powell Clarks Fork Conservation District (district) for the 2025-2026 fiscal year. Total revenue is expected to be \$45,163. Revenue sources include \$8,824 which is the annual funding from Wyoming Department of Agriculture (WDA), \$500 from tree sales, \$1,500 from subdivision reviews, \$12,064 from the WDA water quality grant program in which a portion will be used to provide a cost share well testing program with constituents within the district, \$21,125 from Wyoming Water Development Commission for the Silver Lake Restoration project, \$400 from interest income, and \$750 from the small acreage workshop donations. Expenditures are expected to be \$54,851.

In the capital outlay budget, the district has budgeted \$2,000 for new computer equipment as the laptop used in the field needs to be upgraded. That is the only expense under the capital outlay budget.

The total administration budget is \$5,460. \$2,500 is budgeted for wages paid relating to administration. \$600 is budgeted for mileage relating to board expenses. \$100 is budgeted for accounting services. \$500 is budgeted for office supplies, this total includes the cost of the district website. \$500 is budgeted for registrations. \$1,060 is budgeted for registrations. \$200 is budgeted for legal notices and advertising. This concludes all expenditure budgeted under the administration budget.

The total operations budget is \$40,841. \$14,000 is budgeted to pay wages relating to operations of the district. \$400 is budgeted for mileage. \$1,000 is budgeted for workshop supplies. \$1,800 is budgeted for sampling supplies. \$1,380 is budgeted to pay well test cost shares. \$21,125 is budgeted to Silver Lake Restoration Project which will be paid upon completion of project. \$25 is budgeted for tree seedling sales license paid to the WDA. \$500 is budgeted for the wholesale costs of trees. This concludes expenditure relating to the operations budget.

The total indirect costs budget is \$6,550. \$300 is budgeted for the renewal of the surety bond. \$600 is budgeted for the costs of local government liability pool. \$5,000 is budgeted for payroll taxes. \$650 is budgeted for worker's compensation. This concludes all expenditures relating to the indirect costs budget.

The district anticipates starting the year with \$16,588 in cash on hand, \$10,544 in an investment CD.

S-B RESERVE DESCRIPTION

The Powell Clarks Fork Conservation District does not have reserve money.

S-C

Names of Board Members	Date of End of Term	Does the district have regular office hours exceeding 20 hours per week?
Regan Smith	11/1/26	<input checked="" type="checkbox"/> No
Neil Christofferson	11/1/29	
Abby Shuler	11/1/29	
Adam Stromberger	11/1/29	
Colby Schaefer	11/1/26	

W.S.16-12-303(c) requires special districts with office hours less than 20 per week to maintain copies of records at the county clerks office. Record format specified by county clerk.

Where are the minutes of your board meeting available for public review?
 Conservation District website, county clerk

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

Where are the public meetings held?
 USDA Service Center Conference Room

FINAL BUDGET SUMMARY

OVERVIEW	2023-2024 Actual	2024-2025 Estimated	2025-2026 Proposed	Final Approval
S-1 Total Budgeted Expenditures	\$52,542	\$36,567	\$54,540	\$54,540
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	\$81,920	\$65,257	\$72,295	\$72,295
S-5 <i>Amount requested from County Commissioners</i>	\$0	\$0	\$0	\$0
S-6 Additional Funding Needed :			\$0	\$0
Projected Surplus:			\$17,755	\$17,755

REVENUE SUMMARY	2023-2024 Actual	2024-2025 Estimated	2025-2026 Proposed	Final Approval
S-7 Operating Revenues	\$0	\$683	\$500	\$500
S-8 Tax levy (From the County Treasurer)	\$0	\$0	\$0	\$0
S-9 Government Support	\$30,004	\$12,412	\$8,824	\$8,824
S-10 Grants	\$15,963	\$16,124	\$33,189	\$33,189
S-11 Other County Support (Not from Co. Treas.)	\$0	\$0	\$0	\$0
S-12 Miscellaneous	\$1,425	\$2,357	\$1,900	\$1,900
S-13 Other Forecasted Revenue	\$1,750	\$905	\$750	\$750
S-14 Total Revenue	\$49,143	\$32,480	\$45,163	\$45,163

FY 7/1/25-6/30/26 Powell Clarks Fork Conservation District

EXPENDITURE SUMMARY	2023-2024 Actual	2024-2025 Estimated	2025-2026 Proposed	Final Approval
S-15 Capital Outlay	\$21,181	\$3,424	\$2,000	\$2,000
S-16 Interest and Fees On Debt	\$0	\$0	\$0	\$0
S-17 Administration	\$9,484	\$8,863	\$5,760	\$5,760
S-18 Operations	\$14,959	\$18,414	\$40,230	\$40,230
S-19 Indirect Costs	\$6,918	\$5,867	\$6,550	\$6,550
S-20R Expenditures paid by Reserves	\$0	\$0	\$0	\$0
S-20 Total Expenditures	\$52,542	\$36,567	\$54,540	\$54,540

DEBT SUMMARY	2023-2024 Actual	2024-2025 Estimated	2025-2026 Proposed	Final Approval
S-21 Principal Paid on Debt	\$0	\$0	\$0	\$0

CASH AND INVESTMENTS	2023-2024 Actual	2024-2025 Estimated	2025-2026 Proposed	Final Approval
S-22 TOTAL GENERAL FUNDS	\$32,777	\$32,777	\$27,132	\$27,132

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

Date adopted by Special District _____

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

DISTRICT ADDRESS: 1017 Hwy 14A
Powell, Wyoming 82435

PREPARED BY: Shannon Darrough

DISTRICT PHONE: (307)271-3125

Final Budget

Powell Clarks Fork Conservation District

FYE 6/30/2026

NAME OF DISTRICT/BOARD _____

PROPERTY TAXES AND ASSESSMENTS

	DOA Chart of Accounts	2023-2024 Actual	2024-2025 Estimated	2025-2026 Proposed	Final Approval
R-1 Property Taxes and Assessments Received					
R-1.1 Tax Levy (From the County Treasurer)	4001				
R-1.2 Other County Support (see note on the right)	4005				

FORECASTED REVENUE

	DOA Chart of Accounts	2023-2024 Actual	2024-2025 Estimated	2025-2026 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	\$21,181	\$3,588	\$0	
R-2.3 City (or Town) Aid	4237				
R-2.4 Other (Specify)	4237				
R-2.5 Total Government Support		\$30,004	\$12,412	\$8,824	\$8,824
R-3 Operating Revenues					
R-3.1 Customer Charges	4300				
R-3.2 Sales of Goods or Services	4300	\$0	\$683	\$500	\$500
R-3.3 Other Assessments	4503				
R-3.4 Total Operating Revenues		\$0	\$683	\$500	\$500
R-4 Grants					
R-4.1 Direct Federal Grants	4201	\$7,500	\$2,500	\$0	
R-4.2 Federal Grants thru State Agencies	4201				
R-4.3 Grants from State Agencies	4211	\$8,463	\$13,624	\$33,189	\$33,189
R-4.4 Total Grants		\$15,963	\$16,124	\$33,189	\$33,189
R-5 Miscellaneous Revenue					
R-5.1 Interest	4501	\$0	\$410	\$400	\$400
R-5.2 Other: Specify <u>subdivision reviews</u>	4500	\$1,425	\$1,947	\$1,500	\$1,500
R-5.3 Other: Additional _____					
R-5.4 Total Miscellaneous		\$1,425	\$2,357	\$1,900	\$1,900
R-5.5 Total Forecasted Revenue		\$47,393	\$31,575	\$44,413	\$44,413

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 <u>Small Acreage Workshop</u>	4500	\$1,750	\$905	\$750	\$750
R-6.4 _____	4500				
R-6.5 _____					
R-6.6 Total Other Forecasted Revenue (a+b)		\$1,750	\$905	\$750	\$750

Final Budget

Powell Clarks Fork Conservation District

FYE 6/30/2026

NAME OF DISTRICT/BOARD

CAPITAL OUTLAY BUDGET

	DOA Chart of Accounts	2023-2024 Actual	2024-2025 Estimated	2025-2026 Proposed	Final Approval
E-1 Capital Outlay					
E-1.1 Real Property	6201				
E-1.2 Vehicles	6210				
E-1.3 Office Equipment	6211	\$0	\$0	\$2,000	\$2,000
E-1.4 Other (Specify)					
E-1.5 Sample Equipment	6200	\$21,181	\$3,424	\$0	
E-1.6 _____	6200				
E-1.7 _____					
E-1.8 TOTAL CAPITAL OUTLAY		\$21,181	\$3,424	\$2,000	\$2,000

ADMINISTRATION BUDGET

	DOA Chart of Accounts	2023-2024 Actual	2024-2025 Estimated	2025-2026 Proposed	Final Approval
E-2 Personnel Services					
E-2.1 Administrator	7002	\$7,067	\$4,722	\$2,500	\$2,500
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	\$260	\$298	\$300	\$300
E-3.2 Mileage	7012	\$317	\$544	\$600	\$600
E-3.3 Other (Specify)					
E-3.4 Elections	7013	\$0	\$838	\$0	
E-3.5 _____	7013				
E-3.6 _____					
E-4 Contractual Services					
E-4.1 Legal	7021				
E-4.2 Accounting/Auditing	7022	\$70	\$100	\$100	\$100
E-4.3 Other (Specify)					
E-4.4 _____	7023				
E-4.5 _____	7023				
E-4.6 _____					
E-5 Other Administrative Expenses					
E-5.1 Office Supplies	7031	\$472	\$360	\$500	\$500
E-5.2 Office equipment, rent & repair	7032				
E-5.3 Education	7033				
E-5.4 Registrations	7034	\$100	\$466	\$500	\$500
E-5.5 Other (Specify)					
E-5.6 Dues	7035	\$1,060	\$1,060	\$1,060	\$1,060
E-5.7 Legal Notice Advertisement	7035	\$138	\$475	\$200	\$200
E-5.8 _____					
E-6 TOTAL ADMINISTRATION		\$9,484	\$8,863	\$5,760	\$5,760

Final Budget

OPERATIONS BUDGET

	DOA Chart of Accounts	2023-2024 Actual	2024-2025 Estimated	2025-2026 Proposed	Final Approval
E-7 Personnel Services					
E-7.1 Wages--Operations	7202	\$12,024	\$12,448	\$14,000	\$14,000
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	\$95	\$785	\$400	\$400
E-8.2 Other (Specify)					
E-8.3 Hotels/Meals	7212	\$0	\$330	\$0	
E-8.4 _____	7212				
E-8.5 _____					
E-9 Operating supplies (List)					
E-9.1 Workshop/Meeting Supplies	7220	\$1,046	\$1,700	\$1,000	\$1,000
E-9.2 Sample Supplies	7220	\$1,794	\$1,700	\$1,800	\$1,800
E-9.3 _____	7220				
E-9.4 _____	7220				
E-9.5 _____					
E-10 Program Services (List)					
E-10.1 Workshop Meals	7230	\$0	\$675	\$0	
E-10.2 Tree License	7230	\$0	\$25	\$25	\$25
E-10.3 Tree Program Reimbursements	7230	\$0	\$261	\$0	
E-10.4 Wholesale Cost of Trees	7230	\$0	\$490	\$500	\$500
E-10.5 _____					
E-11 Contractual Arrangements (List)					
E-11.1 Well Test Cost Share	7400	\$0	\$0	\$1,380	\$1,380
E-11.2 Silver Lake Restoration Project	7400	\$0	\$0	\$21,125	\$21,125
E-11.3 _____	7400				
E-11.4 _____	7400				
E-11.5 _____					
E-12 Other operations (Specify)					
E-12.1 _____	7450				
E-12.2 _____	7450				
E-12.3 _____	7450				
E-12.4 _____	7450				
E-12.5 _____					
E-13 TOTAL OPERATIONS		\$14,959	\$18,414	\$40,230	\$40,230

Final Budget

INDIRECT COSTS BUDGET

	DOA Chart of Accounts	2023-2024 Actual	2024-2025 Estimated	2025-2026 Proposed	Final Approval
E-14 Insurance					
E-14.1 Liability	7502				
E-14.2 Buildings and vehicles	7503				
E-14.3 Equipment	7504				
E-14.4 Other (Specify)					
E-14.5 Bond	7505	\$300	\$320	\$300	\$300
E-14.6 Local Government Liability Pool	7505	\$600	\$600	\$600	\$600
E-14.7					
E-15 Indirect payroll costs:					
E-15.1 FICA (Social Security) taxes	7511	\$5,387	\$4,297	\$5,000	\$5,000
E-15.2 Workers Compensation	7512	\$631	\$650	\$650	\$650
E-15.3 Unemployment Taxes	7513				
E-15.4 Retirement	7514				
E-15.5 Health Insurance	7515				
E-15.6 Other (Specify)					
E-15.7	7516				
E-15.8	7516				
E-15.9					
E-17 TOTAL INDIRECT COSTS		\$6,918	\$5,867	\$6,550	\$6,550

DEBT SERVICE BUDGET

	DOA Chart of Accounts	2023-2024 Actual	2024-2025 Estimated	2025-2026 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

Powell Clarks Fork Conservation District
 NAME OF DISTRICT/BOARD _____

FYE 6/30/2026

GENERAL FUNDS

		End of Year	Beginning	Beginning	
		2023-2024 Actual	2024-2025 Estimated	2025-2026 Proposed	Final Approval
C-1	Balances at Beginning of Fiscal Year				
C-1.1	General Fund Checking	\$22,377	\$22,377	\$16,588	\$16,588
C-1.2	Savings and Investments		\$0		
C-1.3	General Fund CD Balance	\$10,400	\$10,400	\$10,544	\$10,544
C-1.4	All Other Funds		\$0		
C-1.5	Reserves (From Below)	\$0	\$0	\$0	\$0
C-1.6	Total Estimated Cash and Investments on Hand	\$32,777	\$32,777	\$27,132	\$27,132

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		\$32,777	\$32,777	\$27,132

	DOA Chart of Accounts
SINKING & DEBT SERVICE FUNDS	1070

C-3		2023-2024 Actual	2024-2025 Estimated	2025-2026 Proposed	Final 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	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	<i>Date of Reserve Approval in Minutes:</i> _____				
C-3.11	TOTAL CAPITAL OUTLAY (a+b+c)	\$0	\$0	\$0	\$0
C-3.12	Balance to be retained	\$0	\$0	\$0	\$0

	DOA Chart of Accounts
RESERVES	1090

C-4		2023-2024 Actual	2024-2025 Estimated	2025-2026 Proposed	Final Approval
C-4.1	Beginning Balance in Reserve Account (end of previous year)		\$0	\$0	
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	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	<i>Date of Reserve Approval in Minutes:</i> _____				
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

	DOA Chart of Accounts
BOND FUNDS	1060

C-5		2023-2024 Actual	2024-2025 Estimated	2025-2026 Proposed	Final 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	SUB-TOTAL	\$0	\$0	\$0	\$0
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	TOTAL TO BE SPENT	\$0	\$0	\$0	\$0