

**FREMONT COUNTY WEED AND PEST CONTROL DISTRICT  
BUDGET REPORT  
for the  
FISCAL YEAR ENDING JUNE 30, 2015**

BUDGET MESSAGE  
[per W.S. 16/4/104(c)]

Fremont County Weed & Pest Control District is a special District political subdivision of the State of Wyoming established under W.S 11/5/101 to 303. Our central offices and accounting functions are in the Fremont County Court House, 450 N. 2<sup>nd</sup> Street, Room 325, Lander, WY 82520. We have subsidiary facilities in Lander, Riverton, and Dubois.

The District uses a modified accrual system of accounting. With revenue, self-generated income is posted on the day the work is completed, but tax revenues received from the County Treasurer are posted the last day of the month of distribution. Expenses are posted as invoiced with exception of goods purchased for resale which are posted when sold. Bills for the previous month, with the exception of payroll, are paid at the next regular board meeting held on the second Monday of the month. Purchases with the debit card are pre/approved, paid at the time of purchase and reviewed by the Board at their next meeting with the rest of the bills. Payroll is paid on the last working day of the month. The District has a standalone audit completed by Mckee, Marburger, & Fagnant, P.C.

The 2016/2017 FY Budget for Fremont County Weed and Pest Control District assumes that one mil will raise \$669,000. As reduction of nearly 30% from FY 15/16. The overall budget for both programs, General Weed Control and Special Weed Management reflects a decrease of \$459,178 over last year. Due to budget cuts, the District expects an increase in mill levy request from 1.96 to 2.0 which is the full authorization for the District. In addition to general work agreements with local agencies, this budget also includes estimated revenues for an Emergency Insect Management Grant from the State of Wyoming for \$83,520 for West Nile Virus targeted mosquito control. A grant from the Shoshone National Forest, Resource Advisory Committee for \$40,000. The remaining balance of a grant from the Sage Grouse Working Group for \$7375. A State and Private Forest Grant for \$10,000. The actual tax request for this year is \$1,336,027, a decrease from FY 15/16. This level of funding is a significant reduction from last FY and required the District to make cuts to all line items, reduce overtime availability, implement a salary freeze for all employees, reduce cost share percentages and caps, and includes staff retirements.

The District is authorized by statute to spend up to one mill for general weed and pest control activities. On July 1, 1990 the Special Weed Management Act went into effect authorizing a second mill for the control of leafy spurge and one additional special management species. In 2010, the District established Russian knapweed as a Special Management species in select locations. In 2015, the District modified its Russian knapweed program to include all of Fremont County.

**EXPLANATION OF SELF/GENERATED REVENUES**

Fremont County Weed and Pest provides noxious weed management services to many state and federal agencies. The District provides quality weed control on public lands and rights of way that directly affect nearly every property owner and taxpayer in the county. The District charges for these services at market rates for herbicide and labor. The District also treats weeds on privately owned non-crop sites for designated noxious weeds and treats some crop land for leafy spurge where other local commercial applicators are unavailable. There are several commercial applicators in Fremont County who provide work on cropland sites and the District modifies its work load to prevent intentional direct competition with local enterprise. We retail some specialty herbicides where local dealers have not met market demands. In FY2016/2017 the District expects to generate \$1,091,901 which is used to extend the District's programs beyond what our property tax collections would allow.

**EXPLANATION OF ADMINISTRATIVE EXPENSES**

Fremont County Weed and Pest Control District employs an administrative staff of a supervisor, office manager, and a bookkeeper. The supervisor oversees, manages, and provides leadership for the work of fifteen permanent and up to thirty seasonal employees, while providing technical assistance and service to Fremont County landowners for different areas of the county. Supervisor responsibilities exceed those of many other weed and pest Districts in the state due to the size of Fremont County, our special weed management Districts, and the diverse assortment of land management systems affected by noxious weeds and pests within the county.

#### EXPLANATION OF OPERATIONS EXPENSES

The District sprays for weeds as described in the revenue section of this message. This section of the budget provides for the personnel, herbicides, and equipment maintenance necessary to carry out those functions. The size and extent of Fremont County requires Assistant Supervisory staff located in different regions of the County. These assistant supervisors' responsibilities also exceed those of many other Weed and Pest Districts within Wyoming. In addition to weed spraying, the District cost shares with county land owners on a number of herbicides. Approximately \$550,000 will be directly returned to county landowners in the form of cost sharing on weed control and product cost shares. The District reimburses Fremont County cities for their work on noxious weeds and pests in the amount of \$172,000. The District also offers many other services in the form of free consultations, equipment rentals, weed management planning, control and detection of priority species, biological control, educational materials and programs, hay certification, and other FCWP programs.

#### EXPLANATION OF INDIRECT COSTS

The District carries liability insurance through the State of Wyoming Local Government Insurance Pool. Physical damage and contents coverage on our vehicles and buildings is purchased from local insurance vendors. The balance of this category deals with expenses associated with our employees.

#### EXPLANATION OF CAPITOL OUTLAY

Capital expenses are for items with an extended service life of three years or more and an acquisition cost in excess of \$1,000. Each capital asset is depreciated annually using the same schedules as Fremont County Government to simplify auditing for the county.

#### EXPLANATION OF CASH & INVESTMENTS

It has come to the District's attention that reserve funds are required to be held in accounts separate from general funds. Funds currently considered reserves are \$60,000 depreciation, \$430,000 emergency, and \$600,000 other. If the District were to remove what is considered reserves now from our general fund account and place them in reserve accounts we would most likely be asking for frequent board approval to transfer funds from the reserves to the general fund account in order to pay our bills when revenue is low but expenses are high due to the nature of our operation. Therefore, the District is establishing a depreciation reserve account for vehicle replacement at \$60,000 and an emergency reserve account at \$250,000. The remaining balance will be left in the general funds account and accounted for in our budget as unpaid bills at fiscal years end and not considered as reserve, but rather as a minimum operating funds balance.

Unpaid bills at fiscal years end will establish a base amount of \$780,000 to account for the funds historically considered reserves for the purposes of maintaining a comfortable general fund balance which will allow us to operate when the expense stream is high, but revenue stream is low. The other component to the unpaid bills at fiscal years end is or balance in accounts payable.