

Final Budget

Meeteetse Conservation District	
Budget Hearing Information	
PO Box 237	Location: 1906 State St.
Meeteetse, WY 82433	Date: 7/16/2025
307-868-2484	Time: 4:00 PM
Park County	Budget Prepared by: Steffen Cornell, District Manager

S-A	BUDGET MESSAGE	W.S. 16-12-403 (c)
<p>BUDGET MESSAGE (per W.S. 16-4-104 (c)): The Meeteetse Conservation District, as authorized by statute and described in the MCD Long Range Program - Land Use Management and Resource Conservation Plan, 2011, and in its Annual Plan of Work:</p> <ul style="list-style-type: none"> + Strong involvement in the conservation & management of soil, water, & other natural resources through watershed assessment, water quality and range monitoring, natural resource management and planning, and subdivision reviews, and is active in intergovernmental activities, including USDA National Forest and USDI Bureau of Land Management land use and resource management planning. + Provides education and assistance for District cooperators to further their social & economic betterment. + Provides assistance to other Conservation Districts and WACD + Assists within the school system to provide for the wise future use of natural resources. + Administers and supports the Park County Firewise program <p>The Meeteetse Conservation District will operate with revenues received from the one mill tax levy (approved by the voters in November, 1998) and will reimburse itself with reserve funds for paying expenses related to its updated Resource Conservation Plan. Other expected sources of income will be: grants from the Wyoming Department of Agriculture and other State agencies; pass-through project contributions from outside partners; Private grant awards and minor revenues from investments and contributors. The Park County Treasurer will disburse mill levy funds to the District monthly and our mill levy revenue is projected to be reduced by approximately 3.25% from FY25. Approximately \$152,000 in expenses during FY26 will be paid by various grants from WDA, WY G&F, WWDO and AFI and the majority of these funds are for an ongoing project to enhance Yellowstone Cutthroat Trout migration in the Upper Greybull River watershed. The Meeteetse Conservation District Board of Supervisors intends to continue the operation and administration of the District with one full-time salary employee and a part-time Administrative Assistant that was hired during FY24. MCD staff will continue to seek outside funding sources as well as internal avenues for generating revenue such as fees for contract services (e.g. drone operations, technical assistance, etc.)</p> <p>The District currently owns and occupies a renovated office building located at 1906 State Street, Meeteetse WY 82433 and will continue to rent the front office space to the Meeteetse Visitor Center in FY26. The District owns various equipment and supplies, pays organizational dues, and supports educational programs such as Meeteetse FFA, Wyoming Resource Education Days, and Ag in the Classroom.</p>		

S-B	RESERVE DESCRIPTION
<p>Depreciation Reserve - \$9,113. \$11,000 will be added at the end of FY26 if revenue is received as projected</p> <p>NRM&P (Natural Resource Management & Planning) Reserve - \$23,232. \$5,575 will be spent to finish the NRM&P Update</p> <p>Emergency Reserve Mixed - \$12,691</p> <p>*These funds all reside in interest bearing accounts</p>	

S-C		Does the district have regular office hours exceeding 20 hours per week? Yes	
Names of Board Members	Date of End of Term	If Yes, enter	
Tim Morrison	12/31/26	Address of office:	1906 State St.
Matt Burkhardt	12/31/28	City, State, Zip:	Meeteetse, WY 82433
Joe Thomas	12/31/28	Phone Number:	307-868-2484
Shawn Shepperson	12/31/26	Hours Open:	9am to 5pm
Ben Anson	12/31/26		

Where are the minutes of your board meeting available for public review?
https://meeteetse-conservewy.net/about-us/board-meeting-minutes/

How and where are the notices of meeting posted for the public?
Posted on front door of MCD office, Meeteetse Post Office and public kiosk near old bank.

Where are the public meetings held?
In the conference room ("Ferret Den") of the MCD Office. 1906 State St. Meeteetse, WY, 82433

FINAL BUDGET SUMMARY

OVERVIEW		2023-2024 Actual	2024-2025 Estimated	2025-2026 Proposed	Final Approval
S-1	Total Budgeted Expenditures	\$268,157	\$277,577	\$328,633	\$328,633
S-2	Total Principal to Pay on Debt	\$0	\$0	\$0	\$0
S-3	Total Change to Restricted Funds	\$0	-\$36,384	\$6,425	\$6,425
S-4	Total General Fund and Forecasted Revenues Available	\$436,440	\$366,651	\$478,634	\$478,634
S-5	Amount requested from County Commissioners	\$124,888	\$117,372	\$113,649	\$113,649
S-6	Additional Funding Needed :			\$0	\$0
	Projected Surplus:			\$143,576	\$143,576
REVENUE SUMMARY		2023-2024 Actual	2024-2025 Estimated	2025-2026 Proposed	Final Approval
S-7	Operating Revenues	\$8,924	\$805	\$760	\$760
S-8	Tax levy (From the County Treasurer)	\$124,888	\$117,372	\$113,649	\$113,649
S-9	Government Support	\$0	\$0	\$0	\$0
S-10	Grants	\$141,947	\$52,736	\$188,657	\$188,657
S-11	Other County Support (Not from Co. Treas.)	\$0	\$0	\$0	\$0
S-12	Miscellaneous	\$14,677	\$13,349	\$10,200	\$10,200
S-13	Other Forecasted Revenue	\$0	\$0	\$37,500	\$37,500
S-14	Total Revenue	\$290,436	\$184,262	\$350,766	\$350,766
FY 7/1/25-6/30/26		Meeteetse Conservation District			
EXPENDITURE SUMMARY		2023-2024 Actual	2024-2025 Estimated	2025-2026 Proposed	Final Approval
S-15	Capital Outlay	\$10,727	\$46,047	\$24,749	\$24,749
S-16	Interest and Fees On Debt	\$0	\$0	\$0	\$0
S-17	Administration	\$37,084	\$30,840	\$41,625	\$41,625
S-18	Operations	\$184,458	\$123,560	\$215,767	\$215,767
S-19	Indirect Costs	\$35,888	\$38,630	\$40,917	\$40,917
S-20R	Expenditures paid by Reserves	\$0	\$38,500	\$5,575	\$5,575
S-20	Total Expenditures	\$268,157	\$277,577	\$328,633	\$328,633
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	\$146,005	\$182,389	\$127,868	\$127,868
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	\$81,421	\$81,421	\$45,037	\$45,037
S-26	c. Bond Funds	\$0	\$0	\$0	\$0
	Total Reserves (a+b+c)	\$81,421	\$81,421	\$45,037	\$45,037
S-27	Amount to be added				
S-28	a. Sinking and Debt Service Funds	\$0	\$0	\$0	\$0
S-29	b. Reserves	\$0	\$2,116	\$12,000	\$12,000
S-30	c. Bond Funds	\$0	\$0	\$0	\$0
	Total to be added (a+b+c)	\$0	\$2,116	\$12,000	\$12,000
S-31	Subtotal	\$81,421	\$83,537	\$57,037	\$57,037
S-32	Less Total to be spent	\$0	\$38,500	\$5,575	\$5,575
S-33	TOTAL RESERVES AT END OF FISCAL YEAR	\$81,421	\$45,037	\$51,462	\$51,462

End of Summary

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

Date adopted by Special District _____

DISTRICT ADDRESS: PO Box 237
Meeteetse, WY 82433

PREPARED BY: Steffen Cornell, District Manager

DISTRICT PHONE: 307-868-2484

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

5/31/23 Form approved by Wyoming Department of Audit, Public Funds Division

Final Budget

Meeteetse 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	\$124,888	\$117,372	\$113,649	\$113,649
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				
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 Total Government Support		\$0	\$0	\$0	\$0
R-3 Operating Revenues					
R-3.1 Customer Charges	4300				
R-3.2 Sales of Goods or Services	4300	\$8,924	\$805	\$760	\$760
R-3.3 Other Assessments	4503				
R-3.4 Total Operating Revenues		\$8,924	\$805	\$760	\$760
R-4 Grants					
R-4.1 Direct Federal Grants	4201				
R-4.2 Federal Grants thru State Agencies	4201				
R-4.3 Grants from State Agencies	4211	\$141,947	\$52,736	\$188,657	\$188,657
R-4.4 Total Grants		\$141,947	\$52,736	\$188,657	\$188,657
R-5 Miscellaneous Revenue					
R-5.1 Interest	4501	\$9,439	\$7,520	\$4,500	\$4,500
R-5.2 Other: Specify Rental Income & Other	4500	\$5,238	\$5,828	\$5,700	\$5,700
R-5.3 Other: Additional					
R-5.4 Total Miscellaneous		\$14,677	\$13,349	\$10,200	\$10,200
R-5.5 Total Forecasted Revenue		\$165,547	\$66,890	\$199,617	\$199,617
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 AFI Private Grant Funds	4500		\$0	\$37,500	\$37,500
R-6.4	4500				
R-6.5					
R-6.6 Total Other Forecasted Revenue (a+b)		\$0	\$0	\$37,500	\$37,500

Final Budget

Meeteetse 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		\$31,500		
E-1.3 Office Equipment	6211	\$1,312	\$2,503	\$1,700	\$1,700
E-1.4 Other (Specify)					
E-1.5 Operations Equipment & Software	6200	\$9,415	\$12,044	\$23,049	\$23,049
E-1.6	6200				
E-1.7					
E-1.8 TOTAL CAPITAL OUTLAY		\$10,727	\$46,047	\$24,749	\$24,749

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	\$17,168	\$15,736	\$15,000	\$15,000
E-2.2 Secretary	7003				
E-2.3 Clerical	7004	\$1,195	\$1,110	\$1,200	\$1,200
E-2.4 Other (Specify)					
E-2.5 Temp RT Admin	7005				
E-2.6	7005				
E-2.7					
E-3 Board Expenses					
E-3.1 Travel	7011	\$100	\$0	\$50	\$50
E-3.2 Mileage	7012	\$2	\$0	\$100	\$100
E-3.3 Other (Specify)					
E-3.4 Bonds	7013	\$247	\$247	\$250	\$250
E-3.5 Other Board Expenses	7013	\$637	\$245	\$2,050	\$2,050
E-3.6					
E-4 Contractual Services					
E-4.1 Legal	7021		\$320	\$300	\$300
E-4.2 Accounting/Auditing	7022	\$720	\$1,018	\$1,100	\$1,100
E-4.3 Other (Specify)					
E-4.4 Contract Labor	7023				
E-4.5	7023				
E-4.6					
E-5 Other Administrative Expenses					
E-5.1 Office Supplies	7031	\$1,210	\$502	\$800	\$800
E-5.2 Office equipment, rent & repair	7032	\$6,805	\$2,755	\$4,600	\$4,600
E-5.3 Education	7033				
E-5.4 Registrations	7034	\$300	\$15	\$250	\$250
E-5.5 Other (Specify)					
E-5.6 Office Utilities	7035	\$6,366	\$6,879	\$7,700	\$7,700
E-5.7 Dues/Memberships/Subscriptions	7035	\$2,298	\$1,852	\$8,075	\$8,075
E-5.8 see additional details		\$37	\$162	\$150	\$150
E-6 TOTAL ADMINISTRATION		\$37,084	\$30,840	\$41,625	\$41,625

Final Budget

Meeteetse Conservation District

FYE 6/30/2026

OPERATIONS BUDGET

E-7 Personnel Services

E-7.1 Wages--Operations

E-7.2 Service Contracts

E-7.3 Other (Specify)

E-7.4 Wages--Technician

E-7.5

E-7.6

E-8 Travel

E-8.1 Mileage

E-8.2 Other (Specify)

E-8.3 Travel (Lodging & Meals)

E-8.4

E-8.5

E-9 Operating supplies (List)

E-9.1 Freight/Postage/Shipping

E-9.2 Maint/Repairs to OP Equip

E-9.3 Supplies - Operations/Office

E-9.4 Vehicle Expenses

E-9.5

E-10 Program Services (List)

E-10.1 Advertising & Promotion

E-10.2 Special Ops (YU Fence, Fish Passage, EDE)

E-10.3 Analytical Testing

E-10.4

E-10.5

E-11 Contractual Arrangements (List)

E-11.1 Legal (Ops)

E-11.2 Tech Consultant

E-11.3

E-11.4

E-11.5

E-12 Other operations (Specify)

E-12.1 Dues, Memberships, Registrations

E-12.2 Other

E-12.3 Outside Programs

E-12.4 Equipment Rental

E-12.5

E-13 TOTAL OPERATIONS

DOA Chart of Accounts	2023-2024 Actual	2024-2025 Estimated	2025-2026 Proposed	Final Approval
7202	\$38,748	\$41,864	\$45,200	\$45,200
7203				
7204	\$954	\$903	\$1,600	\$1,600
7204				
7211	\$1,527	\$1,665	\$2,300	\$2,300
7212	\$677	\$447	\$700	\$700
7212				
7220	\$348	\$766	\$350	\$350
7220	\$430	\$142	\$350	\$350
7220	\$6,849	\$4,810	\$6,200	\$6,200
7220	\$278	\$3,335	\$2,917	\$2,917
7230				
7230	\$119,121	\$47,000	\$151,500	\$151,500
7230	\$80	\$240	\$300	\$300
7230				
7400			\$1,000	\$1,000
7400	\$7,001	\$13,209	\$1,986	\$1,986
7400				
7400				
7450	\$7,989	\$8,455	\$445	\$445
7450	\$150	\$214	\$200	\$200
7450	\$250	\$511	\$670	\$670
7450	\$55	\$0	\$50	\$50
	\$184,458	\$123,560	\$215,767	\$215,767

Final Budget

Meeteetse Conservation District

FYE 6/30/2026

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	\$600	\$600	\$600	\$600
E-14.2 Buildings and vehicles	7503	\$3,356	\$4,885	\$5,579	\$5,579
E-14.3 Equipment	7504				
E-14.4 Other (Specify)					
E-14.5 Air Med Insurance	7505			\$249	\$249
E-14.6	7505				
E-14.7					
E-15 Indirect payroll costs:					
E-15.1 FICA (Social Security) taxes	7511	\$844	\$787	\$800	\$800
E-15.2 Workers Compensation	7512	\$1,184	\$1,479	\$1,600	\$1,600
E-15.3 Unemployment Taxes	7513	\$0	\$20	\$120	\$120
E-15.4 Retirement	7514	\$10,241	\$10,725	\$11,209	\$11,209
E-15.5 Health Insurance	7515	\$19,663	\$20,133	\$20,760	\$20,760
E-15.6 Other (Specify)					
E-15.7	7516				
E-15.8	7516				
E-15.9					
E-17 TOTAL INDIRECT COSTS		\$35,888	\$38,630	\$40,917	\$40,917

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

Meeteetse Conservation District

FYE 6/30/2026

NAME OF DISTRICT/BOARD

GENERAL FUNDS

		End of Year	Beginning	Beginning	
		2023-2024	2024-2025	2025-2026	Final Approval
DOA Chart		Actual	Estimated	Proposed	
of Accounts					
C-1	Balances at Beginning of Fiscal Year				
C-1.1	General Fund Checking	1010	\$56,817	\$56,817	\$18,407
C-1.2	Savings and Investments	1040	\$85,687	\$85,687	\$105,805
C-1.3	General Fund CD Balance	1050		\$0	
C-1.4	All Other Funds	1020	\$3,501	\$3,501	\$3,657
C-1.5	Reserves (From Below)		\$81,421	\$81,421	\$51,462
C-1.6	Total Estimated Cash and Investments on Hand		\$227,425	\$227,425	\$179,330
C-2	General Fund Reductions:				
C-2.1	a. Unpaid bills at FYE	2010			
C-2.2	b. Reserves		\$81,421	\$45,037	\$51,462
C-2.3	Total Deductions (a+b)		\$81,421	\$45,037	\$51,462
C-2.4	Estimated Non-Restricted Funds Available		\$146,005	\$182,389	\$127,868

DOA Chart
of Accounts

SINKING & DEBT SERVICE FUNDS

1070

		2023-2024	2024-2025	2025-2026	Final Approval
		Actual	Estimated	Proposed	
C-3					
C-3.1	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

		2023-2024	2024-2025	2025-2026	Final Approval
		Actual	Estimated	Proposed	
C-4					
C-4.1	Beginning Balance in Reserve Account (end of previous year)	\$81,421	\$81,421	\$45,037	\$45,037
C-4.2	Date of Reserve Approval in Minutes:				
C-4.3	Amount to be added to the reserve		\$2,116	\$12,000	\$12,000
C-4.4	Date of Reserve Approval in Minutes:				
C-4.5	SUB-TOTAL	\$81,421	\$83,537	\$57,037	\$57,037
C-4.6	Identify the amount and project to be spent				
C-4.7	a. Land Use Plan Update		\$7,000	\$5,575	\$5,575
C-4.8	b. New Operations Vehicle		\$31,500		
C-4.9	c. _____				
C-4.10	Date of Reserve Approval in Minutes: 7/17/24 & 7/22/24				
C-4.11	TOTAL OTHER RESERVE OUTLAY (a+b+c)	\$0	\$38,500	\$5,575	\$5,575
C-4.12	Balance to be retained	\$81,421	\$45,037	\$51,462	\$51,462

BOND FUNDS

1060

		2023-2024	2024-2025	2025-2026	Final Approval
		Actual	Estimated	Proposed	
C-5					
C-5.1	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	\$38,500	\$5,575	\$5,575

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FY 7/1/25-6/30/26		Meeteetse Conservation District			

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

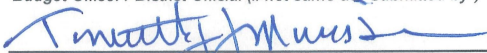
CASH AND INVESTMENTS		2023-2024 Actual	2024-2025 Estimated	2025-2026 Proposed	Final Approval
S-22	TOTAL GENERAL FUNDS	\$146,005	\$182,389	\$127,868	\$127,868

Summary of Reserve Funds

S-23	Beginning Balance in Reserve Accounts	\$0	\$0	\$0	\$0
S-24	a. Sinking and Debt Service Funds				
S-25	b. Reserves	\$81,421	\$81,421	\$45,037	\$45,037
S-26	c. Bond Funds	\$0	\$0	\$0	\$0
	Total Reserves (a+b+c)	\$81,421	\$81,421	\$45,037	\$45,037
S-27	Amount to be added				
S-28	a. Sinking and Debt Service Funds	\$0	\$0	\$0	\$0
S-29	b. Reserves	\$0	\$2,116	\$12,000	\$12,000
S-30	c. Bond Funds	\$0	\$0	\$0	\$0
	Total to be added (a+b+c)	\$0	\$2,116	\$12,000	\$12,000
S-31	Subtotal	\$81,421	\$83,537	\$57,037	\$57,037
S-32	Less Total to be spent	\$0	\$38,500	\$5,575	\$5,575
S-33	TOTAL RESERVES AT END OF FISCAL YEAR	\$81,421	\$45,037	\$51,462	\$51,462

End of Summary

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



Date adopted by Special District 7/16/25

DISTRICT ADDRESS: P.O. Box 237
Meeteetse, WY 82433

PREPARED BY: Steffen Cornell, District Manager

DISTRICT PHONE: 307-868-2484

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

5/31/23 Form approved by Wyoming Department of Audit, Public Funds Division