



MOTIVATING LANDOWNERS TO PURSUE, COMMIT, AND DELIVER ON-THE-GROUND CONSERVATION PRACTICES

MIDDLE PARK CONSERVATION DISTRICT

PO BOX 265 106 S. 2ND ST.

KREMMLING, CO 80459

PH: 970-724-3456, EXT 4

middleparkcd@gmail.com www.middleparkcd.com

LETTER OF BUDGET TRANSMITTAL

(Pursuant to 29-1-113, C.R.S.)

**THIS FORM IS TO BE COMPLETED AND SUBMITTED WITH THE ADOPTED BUDGET NO
LATER THAN JANUARY 31.**

To: Division of Local Government
1313 Sherman Street, Room 521
Denver, Colorado 80203

Date: December 4, 2020

Attached is a copy of the 2021 budget for MIDDLE PARK CONSERVATION DISTRICT
in GRAND AND SUMMIT Counties, submitted pursuant to Section 29-1-113, C.R.S. This budget
was adopted on DECEMBER 4, 2020. If there are any questions on the budget, please
contact KATLIN MILLER, Executive Director, at (970)724-3456 or middleparkcd@gmail.com.
You may also write to Middle Park Conservation District, PO Box 265, Kremmling, Co 80459.

I, *Debra Clark*, *President*,
(name) (title—president or treasurer)

hereby certify that the enclosed is a true and accurate copy of the 2021 Adopted Budget.



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BUDGET MESSAGE

(Pursuant to 29-1-103(1)(e), C.R.S.)

MIDDLE PARK CONSERVATION DISTRICT

Name of Local Government

The attached **2021** Budget for MIDDLE PARK CONSERVATION DISTRICT includes these important features:

Most of our revenue is derived through: *the sale of seed, tree seedlings, tire tanks, and polyacrylamide (PAM); our annual dinner; matching grants; workshops; and sponsor advertising.*

Our expenses mostly consist of: *purchase of seed, tree seedlings, tire tanks, and PAM; our annual dinner; matching grants; employee wages; educational workshops and publications; and district advertising.*

The budgetary basis of accounting timing measurement method used is:

- Cash basis
- Modified accrual basis
- Encumbrance basis
- Accrual

The services to be provided/delivered during the budget year are the following:

- *Advertising for partners and sponsors*
- *Hay analyses for local producers*
- *Sale of polyacrylamide, tire tanks, grass seed, and tree seedlings*
- *Subdivision reviews for Grand and Summit Counties*
- *Natural resource conservation recommendations for citizens*
- *Conservation education workshops & materials for youth/adults*
- *Literature on technical assistance and cost-share programs for conservation practices*
- *Scholarships for college and natural resource camps*



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RESOLUTION TO ADOPT BUDGET

(Pursuant to 29-1-108, C.R.S.)

A resolution summarizing expenditures and revenues for each fund and adopting a budget for the MIDDLE PARK CONSERVATION DISTRICT, Colorado, for the calendar year beginning on the first day of JANUARY, 2021 and ending on the last day of DECEMBER, 2021.

WHEREAS, the BOARD OF SUPERVISORS of MIDDLE PARK CONSERVATION DISTRICT has appointed KATLIN MILLER, EXECUTIVE DIRECTOR, to prepare and submit a proposed budget to said governing body at the proper time; and

WHEREAS, KATLIN MILLER, EXECUTIVE DIRECTOR, has submitted a proposed budget to this governing body on OCTOBER 15, 2020, for its consideration, and;

WHEREAS, upon due and proper notice, published or posted in accordance with the law, said proposed budget was open for inspection by the public at a designated place, a public hearing was held on DECEMBER 4, 2020, and interested taxpayers were given the opportunity to file or register any objections to said proposed budget, and;

WHEREAS, whatever increases may have been made in the expenditures, like increases were added to the revenues or planned to be expended from reserves/fund balances so that the budget remains in balance, as required by law.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS of MIDDLE PARK CONSERVATION DISTRICT, Colorado:

Section 1. That the budget as submitted, amended, and summarized by fund, hereby is approved and adopted as the budget of the MIDDLE PARK CONSERVATION DISTRICT for the year stated above.

Section 2. That the budget hereby approved and adopted shall be signed by PRESIDENT & TREASURER and made a part of the public records of the district.

ADOPTED, this 4TH day of DECEMBER, A.D., 2020

Attest: 
PRESIDENT


TREASURER



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RESOLUTION TO APPROPRIATE SUMS OF MONEY

(Pursuant to Section 29-1-108, C.R.S.)

A RESOLUTION APPROPRIATING SUMS OF MONEY TO THE VARIOUS FUNDS AND SPENDING AGENCIES, IN THE AMOUNT AND FOR THE PURPOSE AS SET FORTH BELOW, FOR THE MIDDLE PARK CONSERVATION DISTRICT, COLORADO, FOR 2021 BUDGET YEAR.

WHEREAS, the BOARD OF SUPERVISORS has adopted the annual budget in accordance with the Local Government Budget Law, on DECEMBER 4, 2020 and;

WHEREAS, the BOARD OF SUPERVISORS has made provision therein for revenues in an amount equal to or greater than the total proposed expenditures as set forth in said budget, and;

WHEREAS, it is not only required by law, but also necessary to appropriate the revenues and reserves or fund balances provided in the budget to and for the purposes described below, thereby establishing a limitation on expenditures for the operations of the MIDDLE PARK CONSERVATION DISTRICT.

NOW, THEREFORE, BE IT RESOLVED/ORDAINED BY THE BOARD OF SUPERVISORS OF THE MIDDLE PARK CONSERVATION DISTRICT, COLORADO:

Section 1. That the following sums are hereby appropriated from the revenue of each fund, to each fund, for purposes stated:

GENERAL FUND

Estimated Expenses

\$ 178,925.00

Additional Appropriation: Unrestricted Reserves

\$ 174,725.66

TOTAL GENERAL FUND

\$ 353,650.66

ADDITIONAL FUND (OTHER THAN GENERAL)

Estimated Expenses

\$ 0.00

Additional Appropriation

\$ 0.00

TOTAL ADDITIONAL FUND

\$ 0.00

TOTAL ALL FUNDS

\$ 353,650.66

ADOPTED THIS 4th day of DECEMBER, A.D. 2020

Attest: 
PRESIDENT


TREASURER

GENERAL FUND BUDGET
MIDDLE PARK CONSERVATION DISTRICT

JANUARY 1 - DECEMBER 31, 2021

DESCRIPTION	ACTUAL BUDGET YEAR 2019	ESTIMATED BUDGET YEAR 2020	BUDGET YEAR 2021
Beginning Balance January 1	\$ 161,194.19	\$ 172,122.68	\$ 181,350.41
REVENUE			
Credit Card Fee Inc	\$ 279.56	\$ -	\$ -
Goods Sold Income			
PAM (Polyacrylamide) Income	\$ 1,118.26	\$ 537.87	\$ 700.00
Seed Income	\$ 35,204.96	\$ 119,000.00	\$ 75,000.00
Tire Stock Tanks Income	\$ 12,611.10	\$ 4,967.67	\$ 5,000.00
Trees & Perennials Income	\$ 24,971.62	\$ 25,941.91	\$ 50,000.00
Services Income			
Annual Dinner Income	\$ 2,404.00	\$ 2,618.00	\$ 2,700.00
Education Income	\$ -	\$ -	\$ -
Hay Analysis Income	\$ 320.00	\$ 150.00	\$ 250.00
Hay Day Income	\$ -	\$ -	\$ -
Subdivision Review Income	\$ 161.15	\$ 150.00	\$ 150.00
Workshops	\$ -	\$ -	\$ -
Interest Income	\$ 2,520.62	\$ 800.00	\$ -
Other Income			
Advertising Inc. newsletter/web	\$ 1,400.00	\$ 1,400.00	\$ 1,400.00
Miscellaneous Income	\$ 86.83	\$ 91.24	\$ -
Grants			
State (Specify Agency & Grants Name(s) below)			
Direct Assistance	\$ 7,264.94	\$ 7,077.45	\$ 5,500.00
Matching Grants (CSCB/CDA)	\$ 25,000.00	\$ -	\$ -
District Conservation Technician (DCT)	\$ 18,112.62	\$ 18,252.00	\$ 19,468.00
BSPP			
IWM & Tech Payroll assistance			
Cost-Share			
Other:			
Federal (Specify Agency & Grant Name)			
CIG:			
Other:			
County			
Weed			
Other: BOCC Summit	\$ 5,000.00	\$ 5,000.00	\$ 10,000.00
BOCC Grand	\$ 2,900.00	\$ 7,500.00	\$ 7,500.00
TOTAL REVENUE	\$ 139,355.66	\$ 193,486.14	\$ 177,668.00
TOTAL AVAILABLE FUNDS	\$ 300,549.85	\$ 365,608.82	\$ 359,018.41
EXPENDITURES ON NEXT PAGE			

GENERAL FUND BUDGET
MIDDLE PARK CONSERVATION DISTRICT
JANUARY 1 - DECEMBER 31, 2021

DESCRIPTION	ACTUAL BUDGET YEAR 2019	ESTIMATED BUDGET YEAR 2020	BUDGET YEAR 2021
EXPENDITURES			
General & Administrative			
Dues & Memberships	\$ 250.00	\$ 250.00	\$ 250.00
Elections	\$ -	\$ 106.18	\$ -
Meeting Expenses (CACD, etc)	\$ -	\$ 150.00	\$ 500.00
Website/Computer	\$ 318.96	\$ 350.00	\$ 400.00
Employee Expenses			
District Manager (Wages/Payroll Taxes)	\$ 15,188.62	\$ 19,400.00	\$ 20,370.00
District Technician (Wages/Payroll Taxes)	\$ 22,462.24	\$ 22,500.00	\$ 33,500.00
Insurance			
Liability Insurance	\$ 713.04	\$ 715.00	\$ 715.00
Vehicle Insurance	\$ 150.00	\$ 150.00	\$ 150.00
Workman's Comp (District Manager)	\$ 200.08	\$ 220.00	\$ 220.00
Workman's Comp (District Technician)	\$ 529.92	\$ 570.00	\$ 570.00
Accounting & Legal Fees	\$ 342.00	\$ 361.00	\$ 350.00
Supplies (Office)	\$ 346.94	\$ -	\$ 350.00
Other Expenses			
Miscellaneous Expense	\$ 160.73	\$ -	\$ 500.00
Scholarships	\$ 500.00	\$ 500.00	\$ 500.00
Goods Purchased			
PAM Expense	\$ 856.50	\$ 850.00	\$ 500.00
Seed Purchase	\$ 28,132.83	\$ 105,000.00	\$ 65,000.00
Tire Stock Tank Purchase	\$ 9,145.00	\$ 4,000.00	\$ 4,000.00
Tree Seedling Purchase	\$ 19,465.07	\$ 20,410.00	\$ 40,000.00
Selling Expenses			
Advertising Expense	\$ 1,169.70	\$ 650.00	\$ 1,000.00
Credit Card Fees Exp	\$ 808.02	\$ 775.00	\$ 1,000.00
Licenses & Permits	\$ 91.00	\$ 100.00	\$ 200.00
Other Selling Expenses	\$ -	\$ 406.65	\$ 500.00
Services Expenses			
Annual Dinner Expense	\$ 2,276.52	\$ 2,794.58	\$ 2,700.00
Education Expense	\$ -	\$ 4,000.00	\$ 5,000.00
Hay Analysis Expense	\$ 320.00	\$ -	\$ 150.00
Hay Day Expenses	\$ -	\$ -	\$ -
Workshops Expense	\$ -	\$ -	\$ 500.00
Grant Expenses			
Cost-Share Out (CSCB/CDA)	\$ 25,000.00	\$ -	\$ -
TOTAL EXPENDITURES	\$ 128,427.17	\$ 184,258.41	\$ 178,925.00
Annual Net	\$ 10,928.49	\$ 9,227.73	\$ (1,257.00)
Ending Balance December 31			
(Beginning Bal. + Annual Net)	\$ 172,122.68	\$ 181,350.41	\$ 180,093.41
Emergency Reserves - Do NOT Spend (3% of Annual Expenditures)	\$ 3,852.82	\$ 5,527.75	\$ 5,367.75
Unrestricted Reserves (Ending Balance - Emergency Res.)	\$ 166,959.00	\$ 175,822.66	\$ 174,725.66