

Proposed Budget

Lower Wind River Conservation District	
<small>Budget Hearing Information</small>	
508 North Broadway Avenue	Location: 508 North Broadway Avenue
Riverton, WY 82501	Date: 7/12/2017
307-856-7524 EXT 107	Time: 6:30 p.m.
Fremont County	Budget Prepared by: Board of Supervisors

S-A BUDGET MESSAGE W.S. 16-4-104(d)

The citizens of the Lower Wind River Conservation District passed for the first time a mill levy during the General Election in November of 2016. The mill levy will provide substantially more revenue than the district has received in past years. The Board of Supervisors has prepared this budget to responsibly address natural resource concerns in our district. We will continue to work with landowners on water quality issues in the Muddy Creek, Poison Creek and Ocean Lake watersheds. We will continue to work with permittees, landowners, the Bureau of Land Management and the Office of State Lands and Investments on Rangeland Health projects. We will continue to sell seedling trees and shrubs for low-cost establishment of wind breaks and soil stabilization projects. We will expand the well water testing program and educational programs for youth and adults. A Resource Conservation category has been added to be able to provide cost-share programs to our citizens for soil and water conservation. We increased the salary of our Manager and added a part-time position to assist the Manager with added responsibilities of expanded programs.

S-B RESERVE DESCRIPTION

We have not budgeted reserves at this time.

S-C

Names of Board Members	Date of End of Term																						
Rod Rivers	2020	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td colspan="2">Does the district have regular office hours exceeding 20 hours per week?</td> <td style="text-align: center;">Yes</td> </tr> <tr> <td colspan="3">If Yes, enter</td> </tr> <tr> <td>Address of office:</td> <td colspan="2">508 North Broadway Avenue</td> </tr> <tr> <td>City, State, Zip:</td> <td colspan="2">Riverton, WY 82501</td> </tr> <tr> <td>Phone Number:</td> <td colspan="2">307-856-7524 EXT 107</td> </tr> <tr> <td>Hours Open:</td> <td colspan="2">8:00 a.m.--4:30 p.m.</td> </tr> <tr> <td colspan="3" style="height: 30px;"></td> </tr> </table>	Does the district have regular office hours exceeding 20 hours per week?		Yes	If Yes, enter			Address of office:	508 North Broadway Avenue		City, State, Zip:	Riverton, WY 82501		Phone Number:	307-856-7524 EXT 107		Hours Open:	8:00 a.m.--4:30 p.m.				
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J. W. Hendry	2018																						
Mark Evans	2018																						
Ron Lucas	2018																						
Richard Denke	2020																						

Where are the minutes of your board meeting available for public review?
 508 North Broadway Avenue Riverton WY

How and where are the notices of meeting posted for the public?
 Newspaper, Radio, Office, Website, Social Media

Where are the public meetings held?
 508 North Broadway Avenue Riverton WY

PROPOSED BUDGET SUMMARY

OVERVIEW		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Pending Approval
S-1	Total Budgeted Expenditures	\$61,977	\$93,772	\$380,917	\$380,917
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	\$117,487	\$122,369	\$380,917	\$380,917
S-5	Amount requested from County Commissioners	\$15,000	\$15,000	\$313,917	\$313,917
S-6	Additional Funding Needed :			\$0	\$0

REVENUE SUMMARY		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Pending Approval
S-7	Operating Revenues	\$11,765	\$10,150	\$10,800	\$10,800
S-8	Tax levy (From the County Treasurer)	\$0	\$0	\$313,917	\$313,917
S-9	Government Support	\$0	\$0	\$0	\$0
S-10	Grants	\$48,252	\$43,074	\$40,000	\$40,000
S-11	Other County Support (Not from Co. Treas.)	\$15,000	\$15,000	\$0	\$0
S-12	Miscellaneous	\$766	\$15	\$200	\$200
S-13	Other Forecasted Revenue	\$0	\$0	\$0	\$0

S-14	Total Revenue	\$75,783	\$68,239	\$364,917	\$364,917
FY 7/1/17-6/30/18		Lower Wind River Conservation District			

EXPENDITURE SUMMARY		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Pending Approval
S-15	Capital Outlay	\$0	\$0	\$50,000	\$50,000
S-16	Interest and Fees On Debt	\$0	\$0	\$25	\$25
S-17	Administration	\$19,626	\$16,723	\$48,500	\$48,500
S-18	Operations	\$28,488	\$61,571	\$257,486	\$257,486
S-19	Indirect Costs	\$13,863	\$15,478	\$24,906	\$24,906
S-20	Total Expenditures	\$61,977	\$93,772	\$380,917	\$380,917

DEBT SUMMARY		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Pending Approval
S-21	Principal Paid on Debt	\$0	\$0	\$0	\$0

CASH AND INVESTMENTS		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Pending Approval
S-22	TOTAL GENERAL FUNDS	\$41,704	\$54,130	\$16,000	\$16,000

Summary of Reserve Funds

S-23	Beginning Balance in Reserve Accounts				
S-24	a. Depreciation Reserve	\$0	\$0	\$0	\$0
S-25	b. Other Reserve	\$0	\$0	\$0	\$0
S-26	c. Emergency Reserve (Cash)	\$0	\$0	\$0	\$0
	Total Reserves (a+b+c)	\$0	\$0	\$0	\$0
S-27	Amount to be added				
S-28	a. Depreciation Reserve	\$0	\$0	\$0	\$0
S-29	b. Other Reserve	\$0	\$0	\$0	\$0
S-30	c. Emergency Reserve (Cash)	\$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

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

Date adopted by Special District 5/10/2017

DISTRICT ADDRESS: 508 North Broadway Avenue
Riverton, WY 82501

PREPARED BY: Board of Supervisors

DISTRICT PHONE: 307-856-7524 EXT 107

Proposed Budget

Lower Wind River Conservation District _____

FYE 6/30/2018

NAME OF DISTRICT/BOARD

PROPERTY TAXES AND ASSESSMENTS

		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Pending Approval
R-1	Property Taxes and Assessments Received				
R-1.1	Tax Levy (From the County Treasurer)			\$313,917	\$313,917
R-1.2	Other County Support	\$15,000	\$15,000		

FORECASTED REVENUE

		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Pending Approval
R-2	Revenues from Other Governments				
R-2.1	State Aid				
R-2.2	Additional County Aid (non-treasurer)				
R-2.3	City (or Town) Aid				
R-2.4	Other (Specify)				
R-2.5	Total Government Support	\$0	\$0	\$0	\$0
R-3	Operating Revenues				
R-3.1	Customer Charges	\$1,050	\$350		
R-3.2	Sales of Goods or Services	\$5,915	\$5,000	\$6,000	\$6,000
R-3.3	Other Assessments	\$4,800	\$4,800	\$4,800	\$4,800
R-3.4	Total Operating Revenues	\$11,765	\$10,150	\$10,800	\$10,800
R-4	Grants				
R-4.1	Direct Federal Grants				
R-4.2	Federal Grants thru State Agencies				
R-4.3	Grants from State Agencies	\$48,252	\$43,074	\$40,000	\$40,000
R-4.4	Total Grants	\$48,252	\$43,074	\$40,000	\$40,000
R-5	Miscellaneous Revenue				
R-5.1	Interest	\$26	\$15	\$200	\$200
R-5.2	Other: Specify <u>Area IV Meeting Reg</u>	\$740			
R-5.3	Other: Additional				
R-5.4	Total Miscellaneous	\$766	\$15	\$200	\$200
R-5.5	Total Forecasted Revenue	\$60,783	\$53,239	\$51,000	\$51,000
R-6	Other Forecasted Revenue				
R-6.1	a. Other past due-as estimated by Co. Treas.				
R-6.2	b. Other forecasted revenue (specify):				
R-6.3	_____				
R-6.4	_____				
R-6.5	_____				
R-6.6	Total Other Forecasted Revenue (a+b)	\$0	\$0	\$0	\$0

Proposed Budget

Lower Wind River Conservation District

FYE 6/30/2018

NAME OF DISTRICT/BOARD

CAPITAL OUTLAY BUDGET

		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Pending Approval
E-1	Capital Outlay				
E-1.1	Real Property				
E-1.2	Vehicles			\$45,000	\$45,000
E-1.3	Office Equipment			\$5,000	\$5,000
E-1.4	Other (Specify)				
E-1.5	_____				
E-1.6	_____				
E-1.7	_____				
E-1.8	TOTAL CAPITAL OUTLAY	\$0	\$0	\$50,000	\$50,000

ADMINISTRATION BUDGET

		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Pending Approval
E-2	Personnel Services				
E-2.1	Administrator	\$13,409	\$14,000	\$25,000	\$25,000
E-2.2	Secretary				
E-2.3	Clerical				
E-2.4	Other (Specify)				
E-2.5	_____				
E-2.6	_____				
E-2.7	_____				
E-3	Board Expenses				
E-3.1	Travel			\$3,000	\$3,000
E-3.2	Mileage	\$1,207		\$3,000	\$3,000
E-3.3	Other (Specify)				
E-3.4	Area IV Meeting Reg	\$713	\$40		
E-3.5	Board Election		\$628		
E-3.6	_____				
E-4	Contractual Services				
E-4.1	Legal			\$3,000	\$3,000
E-4.2	Accounting/Auditing	\$545	\$545	\$3,000	\$3,000
E-4.3	Other (Specify)				
E-4.4	Web Site	\$1,985			
E-4.5	Advertising			\$1,000	\$1,000
E-4.6	_____				
E-5	Other Administrative Expenses				
E-5.1	Office Supplies	\$321	\$248	\$1,000	\$1,000
E-5.2	Office equipment, rent & repair	\$40			
E-5.3	Education			\$2,000	\$2,000
E-5.4	Registrations			\$2,000	\$2,000
E-5.5	Other (Specify)				
E-5.6	Postage/Shipping	\$319	\$175	\$500	\$500
E-5.7	Dues	\$1,087	\$1,087	\$5,000	\$5,000
E-5.8	_____				
E-6	TOTAL ADMINISTRATION	\$19,626	\$16,723	\$48,500	\$48,500

Proposed Budget

Lower Wind River Conservation District

FYE 6/30/2018

OPERATIONS BUDGET

		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Pending Approval
E-7	Personnel Services				
E-7.1	Wages--Operations	\$13,410	\$13,000	\$45,000	\$45,000
E-7.2	Service Contracts				
E-7.3	Other (Specify)				
E-7.4	_____				
E-7.5	_____				
E-7.6	_____				
E-8	Travel				
E-8.1	Mileage	\$323	\$630	\$1,000	\$1,000
E-8.2	Other (Specify)				
E-8.3	_____				
E-8.4	_____				
E-8.5	_____				
E-9	Operating supplies (List)				
E-9.1	Monitoring Equipment	\$1,374		\$1,500	\$1,500
E-9.2	_____				
E-9.3	_____				
E-9.4	_____				
E-9.5	_____				
E-10	Program Services (List)				
E-10.1	Resource Conservation			\$131,486	\$131,486
E-10.2	Tree Program	\$5,179	\$4,000	\$5,000	\$5,000
E-10.3	Education	\$165	\$280	\$2,000	\$2,000
E-10.4	_____				
E-10.5	_____				
E-11	Contractual Arrangements (List)				
E-11.1	Muddy Creek	\$270		\$20,000	\$20,000
E-11.2	Poison Creek			\$5,000	\$5,000
E-11.3	Ocean Lake	\$4,530	\$16,187	\$20,000	\$20,000
E-11.4	Rangeland Health	\$1,270	\$16,570	\$20,000	\$20,000
E-11.5	_____				
E-12	Other operations (Specify)				
E-12.1	Well Water Testing	\$1,391	\$720	\$2,000	\$2,000
E-12.2	Newsletter	\$528	\$434	\$2,500	\$2,500
E-12.3	Soil Health Webinar	\$48			
E-12.4	Small Water Project		\$9,750		
E-12.5	see additional details			\$2,000	\$2,000
E-13	TOTAL OPERATIONS	\$28,488	\$61,571	\$257,486	\$257,486

Proposed Budget

Lower Wind River Conservation District

FYE 6/30/2018

INDIRECT COSTS BUDGET

		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Pending Approval
E-14	Insurance				
E-14.1	Liability	\$500	\$500	\$500	\$500
E-14.2	Buildings and vehicles			\$1,000	\$1,000
E-14.3	Equipment				
E-14.4	Other (Specify)				
E-14.5	_____				
E-14.6	_____				
E-14.7	_____				
E-15	Indirect payroll costs:				
E-15.1	FICA (Social Security) taxes	\$1,879	\$2,158	\$4,500	\$4,500
E-15.2	Workers Compensation	\$498	\$505	\$1,600	\$1,600
E-15.3	Unemployment Taxes	\$67	\$56	\$250	\$250
E-15.4	Retirement			\$2,000	\$2,000
E-15.5	Health Insurance	\$10,836	\$12,203	\$15,000	\$15,000
E-15.6	Other (Specify)				
E-15.7	Life and ADD Insurance	\$83	\$56	\$56	\$56
E-15.8	_____				
E-15.9	_____				
E-16	Depreciation Expenses				
E-17	TOTAL INDIRECT COSTS	\$13,863	\$15,478	\$24,906	\$24,906

DEBT SERVICE BUDGET

		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Pending Approval
D-1	Debt Service				
D-1.1	Principal				
D-1.2	Interest				
D-1.3	Fees			\$25	\$25
D-2	TOTAL DEBT SERVICE	\$0	\$0	\$25	\$25

Proposed Budget

NAME OF DISTRICT/BOARD _____

GENERAL FUNDS

		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Pending Approval
C-1	Balances at Beginning of Fiscal Year				
C-1.1	General Fund Checking Account Balance	\$5,936	\$7,123	\$1,000	\$1,000
C-1.2	Savings and Investments Account Balance	\$35,768	\$47,007	\$15,000	\$15,000
C-1.3	General Fund CD Balance				
C-1.4	All Other Funds				
C-1.5	Reserves (From Below)	\$0	\$0	\$0	\$0
C-1.6	Total Estimated Cash and Investments on Hand	\$41,704	\$54,130	\$16,000	\$16,000

C-2	General Fund Reductions:				
C-2.1	a. Unpaid bills at FYE				
C-2.2	b. Reserves	\$0	\$0	\$0	\$0
C-2.3	Total Deductions (a+b)	\$0	\$0	\$0	\$0
C-2.4	Estimated Non-Restricted Funds Available	\$41,704	\$54,130	\$16,000	\$16,000

DEPRECIATION RESERVE (CAPITAL OUTLAY - REPLACEMENT)

		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Pending Approval
C-3					
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 to be spent from "Reserve for Capital Outlay"				
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 in Depreciation Reserve Account	\$0	\$0	\$0	\$0

OTHER RESTRICTED FUND BALANCES - RESERVE (LEGALLY ENFORCED)

		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Pending Approval
C-4					
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 from "Other"				
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 in Other Reserve Account	\$0	\$0	\$0	\$0

ASSIGNED FUND BALANCE (EMERGENCY RESERVE - NOT COMMITTED)

		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Pending Approval
C-5					
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	Amount to be spent from Emergency Reserve (Cash)				
C-5.7	<i>Date of Reserve Approval in Minutes:</i> _____				
C-5.8	Balance to be retained in Assigned Fund Balance	\$0	\$0	\$0	\$0
C-5.9	TOTAL TO BE SPENT	\$0	\$0	\$0	\$0