

Proposed Budget

Lower Wind River Conservation District	
Budget Hearing Information	
508 North Broadway Avenue	Location: 508 North Broadway Avenue Riverton
Riverton, WY 82501	Date: 7/11/2018
307-856-7524 EXT 3200	Time: 5:30 p.m.
Fremont County	Budget Prepared by: Board of Supervisors

S-A BUDGET MESSAGE WS 16-4-104(d)

The Lower Wind River Conservation District began receiving mill levy funds in September of 2017. 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 cost-share programs for Resource Enhancement, Community Enhancement and Analysis of well water quality and soil health. We will expand educational programs for youth and adults. We plan to add a part-time position to assist the Manager with added responsibilities of expanded programs. We anticipate greater participation of our citizens in our programs.

S-B RESERVE DESCRIPTION

We are working on our reserve policy. We plan to reserve funds for Resource Conservation Cost-Share projects which were approved in FY 2017-2018. We received Water Quality and Rangeland Health grant funds which will be spent in FY 2018-2019. We are reserving funds to be able to operate should our anticipated mill levy funding decline.

S-C

Names of Board Members	Date of End of Term	Does the district have regular office hours exceeding 20 hours per week?
Rod Rivers	2020	<input type="checkbox"/> Yes
Ron Lucas	2018	
Mark Evans	2018	
Richard Denke	2020	
Ray Appelhance	2018	

If Yes, enter

Address of office:	508 North Broadway Avenue
City, State, Zip:	Riverton, WY 82501
Phone Number:	307-856-7524 EXT 3200
Hours Open:	8:00 a.m.--4:30 p.m. Monday through Friday

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?
 On the radio, in the newspaper, on facebook, in the office

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

PROPOSED BUDGET SUMMARY

OVERVIEW		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
S-1	Total Budgeted Expenditures	\$96,903	\$294,630	\$395,742	
S-2	Total Principal to Pay on Debt	\$0	\$0	\$0	
S-3	Total Change to Restricted Funds	\$0	\$0	\$0	
S-4	Total General Fund and Forecasted Revenues Available	\$94,783	\$456,613	\$639,917	
S-5	Amount requested from County Commissioners	\$0	\$260,992	\$313,917	
S-6	Additional Funding Needed :			\$0	

REVENUE SUMMARY		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
S-7	Operating Revenues	\$10,016	\$9,675	\$10,800	
S-8	Tax levy (From the County Treasurer)	\$0	\$260,992	\$313,917	
S-9	Government Support	\$15,000	\$0	\$0	
S-10	Grants	\$44,149	\$160,237	\$40,000	
S-11	Other County Support (Not from Co. Treas.)	\$0	\$0	\$0	
S-12	Miscellaneous	\$18	\$110	\$200	
S-13	Other Forecasted Revenue	\$0	\$0	\$0	
S-14	Total Revenue	\$69,184	\$431,014	\$364,917	

Lower Wind River Conservation District
FY 7/1/18-6/30/19

EXPENDITURE SUMMARY		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
S-15	Capital Outlay	\$0	\$1,000	\$50,000	
S-16	Interest and Fees On Debt	\$0	\$0	\$0	
S-17	Administration	\$16,999	\$29,226	\$64,350	
S-18	Operations	\$63,003	\$245,742	\$252,986	
S-19	Indirect Costs	\$16,901	\$18,663	\$28,406	
S-20	Total Expenditures	\$96,903	\$294,630	\$395,742	

DEBT SUMMARY		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
S-21	Principal Paid on Debt	\$0	\$0	\$0	

CASH AND INVESTMENTS		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
S-22	TOTAL GENERAL FUNDS	\$25,599	\$25,599	\$275,000	

Summary of Reserve Funds

S-23	Beginning Balance in Reserve Accounts				
S-24	a. Depreciation Reserve	\$0	\$0	\$0	
S-25	b. Other Reserve	\$0	\$0	\$0	
S-26	c. Emergency Reserve (Cash)	\$0	\$0	\$0	
	Total Reserves (a+b+c)	\$0	\$0	\$0	
S-27	Amount to be added				
S-28	a. Depreciation Reserve	\$0	\$0	\$0	
S-29	b. Other Reserve	\$0	\$0	\$0	
S-30	c. Emergency Reserve (Cash)	\$0	\$0	\$0	
	Total to be added (a+b+c)	\$0	\$0	\$0	
S-31	Subtotal	\$0	\$0	\$0	
S-32	Less Total to be spent	\$0	\$0	\$0	
S-33	TOTAL RESERVES AT END OF FISCAL YEAR	\$0	\$0	\$0	

End of Summary


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

Date adopted by Special District 5/9/2018

DISTRICT ADDRESS: 508 North Broadway Avenue
Riverton, WY 82501

PREPARED BY: Board of Supervisors

DISTRICT PHONE: 307-856-7524 EXT 3200

Proposed Budget

Lower Wind River Conservation District
 NAME OF DISTRICT/BOARD _____

FYE 6/30/2019

PROPERTY TAXES AND ASSESSMENTS

		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
R-1	Property Taxes and Assessments Received				
R-1.1	Tax Levy (From the County Treasurer)		\$260,992	\$313,917	
R-1.2	Other County Support				

FORECASTED REVENUE

		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
R-2	Revenues from Other Governments				
R-2.1	State Aid				
R-2.2	Additional County Aid (non-treasurer)	\$15,000			
R-2.3	City (or Town) Aid				
R-2.4	Other (Specify)				
R-2.5	Total Government Support	\$15,000	\$0	\$0	
R-3	Operating Revenues				
R-3.1	Customer Charges	\$350			
R-3.2	Sales of Goods or Services	\$4,866	\$4,875	\$6,000	
R-3.3	Other Assessments	\$4,800	\$4,800	\$4,800	
R-3.4	Total Operating Revenues	\$10,016	\$9,675	\$10,800	
R-4	Grants				
R-4.1	Direct Federal Grants				
R-4.2	Federal Grants thru State Agencies		\$129,805		
R-4.3	Grants from State Agencies	\$44,149	\$30,431	\$40,000	
R-4.4	Total Grants	\$44,149	\$160,237	\$40,000	
R-5	Miscellaneous Revenue				
R-5.1	Interest	\$18	\$110	\$200	
R-5.2	Other: Specify				
R-5.3	Other: Additional				
R-5.4	Total Miscellaneous	\$18	\$110	\$200	
R-5.5	Total Forecasted Revenue	\$69,184	\$170,022	\$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	

Proposed Budget

Lower Wind River Conservation District

FYE 6/30/2019

NAME OF DISTRICT/BOARD

CAPITAL OUTLAY BUDGET

		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
E-1	Capital Outlay				
E-1.1	Real Property				
E-1.2	Vehicles			\$45,000	
E-1.3	Office Equipment		\$1,000	\$5,000	
E-1.4	Other (Specify)				
E-1.5	_____				
E-1.6	_____				
E-1.7	_____				
E-1.8	TOTAL CAPITAL OUTLAY	\$0	\$1,000	\$50,000	

ADMINISTRATION BUDGET

		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
E-2	Personnel Services				
E-2.1	Administrator	\$13,410	\$20,000	\$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	\$457		\$3,000	
E-3.2	Mileage		\$3,000	\$3,000	
E-3.3	Other (Specify)				
E-3.4	Election	\$628	\$650	\$650	
E-3.5	_____				
E-3.6	_____				
E-4	Contractual Services				
E-4.1	Legal	\$251	\$50	\$3,000	
E-4.2	Accounting/Auditing	\$546	\$565	\$3,000	
E-4.3	Other (Specify)				
E-4.4	Web Site			\$1,000	
E-4.5	Advertising		\$300	\$1,000	
E-4.6	_____				
E-5	Other Administrative Expenses				
E-5.1	Office Supplies	\$199	\$250	\$1,000	
E-5.2	Office equipment, rent & repair		\$150	\$1,200	
E-5.3	Education	\$193		\$2,000	
E-5.4	Registrations	\$40	\$374	\$2,000	
E-5.5	Other (Specify)				
E-5.6	Postage/Shipping	\$191	\$200	\$500	
E-5.7	Dues	\$1,087	\$3,687	\$18,000	
E-5.8	_____				
E-6	TOTAL ADMINISTRATION	\$16,999	\$29,226	\$64,350	

Proposed Budget

Lower Wind River Conservation District

FYE 6/30/2019

OPERATIONS BUDGET

		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
E-7	Personnel Services				
E-7.1	Wages--Operations	\$13,410	\$20,000	\$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	\$54	\$2,000	\$2,000	
E-8.2	Other (Specify)				
E-8.3	_____				
E-8.4	_____				
E-8.5	_____				
E-9	Operating supplies (List)				
E-9.1	Monitoring Equipment			\$1,500	
E-9.2	_____				
E-9.3	_____				
E-9.4	_____				
E-9.5	_____				
E-10	Program Services (List)				
E-10.1	Resource Conservation	\$1,388	\$60,000	\$131,486	
E-10.2	Tree Program	\$5,644	\$4,877	\$5,000	
E-10.3	Emergency Watershed P		\$127,655		
E-10.4	_____				
E-10.5	_____				
E-11	Contractual Arrangements (List)				
E-11.1	Muddy Creek		\$13,000	\$20,000	
E-11.2	Poison Creek			\$5,000	
E-11.3	Ocean Lake	\$16,187	\$5,000	\$20,000	
E-11.4	Rangeland Health	\$16,570	\$12,000	\$20,000	
E-11.5	_____				
E-12	Other operations (Specify)				
E-12.1	Small Water Project	\$9,750			
E-12.2	Newsletter		\$1,209	\$3,000	
E-12.3	_____				
E-12.4	_____				
E-12.5	_____				
E-13	TOTAL OPERATIONS	\$63,003	\$245,742	\$252,986	

Proposed Budget

Lower Wind River Conservation District

FYE 6/30/2019

INDIRECT COSTS BUDGET

			2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
E-14	Insurance					
E-14.1	Liability		\$500	\$500	\$500	
E-14.2	Buildings and vehicles				\$1,000	
E-14.3	Equipment					
E-14.4	Other (Specify)					
E-14.5	Bond		\$278	\$448	\$500	
E-14.6						
E-14.7						
E-15	Indirect payroll costs:					
E-15.1	FICA (Social Security) taxes		\$1,891	\$3,000	\$4,500	
E-15.2	Workers Compensation		\$545	\$1,000	\$1,600	
E-15.3	Unemployment Taxes		\$74	\$100	\$250	
E-15.4	Retirement				\$5,000	
E-15.5	Health Insurance		\$13,559	\$13,559	\$15,000	
E-15.6	Other (Specify)					
E-15.7	Life and ADD		\$56	\$56	\$56	
E-15.8						
E-15.9						
E-16	Depreciation Expenses					
E-17	TOTAL INDIRECT COSTS		\$16,901	\$18,663	\$28,406	

DEBT SERVICE BUDGET

			2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
D-1	Debt Service					
D-1.1	Principal					
D-1.2	Interest					
D-1.3	Fees					
D-2	TOTAL DEBT SERVICE		\$0	\$0	\$0	

Proposed Budget

Lower Wind River Conservation District
 NAME OF DISTRICT/BOARD

FYE 6/30/2019

GENERAL FUNDS

		End of Year	Beginning	Beginning	Pending Approval
		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	
C-1	Balances at Beginning of Fiscal Year				
C-1.1	General Fund Checking Account Balance	\$22,057	\$22,057	\$75,000	
C-1.2	Savings and Investments Account Balance	\$3,542	\$3,542	\$200,000	
C-1.3	General Fund CD Balance		\$0		
C-1.4	All Other Funds		\$0		
C-1.5	Reserves (From Below)	\$0	\$0	\$0	
C-1.6	Total Estimated Cash and Investments on Hand	\$25,599	\$25,599	\$275,000	
C-2	General Fund Reductions:				
C-2.1	a. Unpaid bills at FYE				
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	\$25,599	\$25,599	\$275,000	

DEPRECIATION RESERVE (CAPITAL OUTLAY - REPLACEMENT)

		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
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	
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	Date of Reserve Approval in Minutes: _____				
C-3.11	TOTAL CAPITAL OUTLAY (a+b+c)	\$0	\$0	\$0	
C-3.12	Balance to be retained in Depreciation Reserve Account	\$0	\$0	\$0	

OTHER RESTRICTED FUND BALANCES - RESERVE (LEGALLY ENFORCED)

		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
C-4					
C-4.1	Beginning Balance in Reserve Account (end of previous year)		\$0	\$0	
C-4.2	Date of Reserve Approval in Minutes: _____				
C-4.3	Amount to be added to the reserve				
C-4.4	Date of Reserve Approval in Minutes: _____				
C-4.5	SUB-TOTAL	\$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	Date of Reserve Approval in Minutes: _____				
C-4.11	TOTAL OTHER RESERVE OUTLAY (a+b+c)	\$0	\$0	\$0	
C-4.12	Balance to be retained in Other Reserve Account	\$0	\$0	\$0	

ASSIGNED FUND BALANCE (EMERGENCY RESERVE - NOT COMMITTED)

		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
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	
C-5.6	Amount to be spent from Emergency Reserve (Cash)				
C-5.7	Date of Reserve Approval in Minutes: _____				
C-5.8	Balance to be retained in Assigned Fund Balance	\$0	\$0	\$0	
C-5.9	TOTAL TO BE SPENT	\$0	\$0	\$0	