

Proposed Budget

Laramie Rivers Conservation District	
Budget Hearing Information	
5015 Stone Rd	Location: 5015 Stone Rd
Laramie, WY 82070	Date:
307-721-0072	Time:
Albany	Budget Prepared by: Tony Hoch

S-1	BUDGET MESSAGE	W.S. 16-4-104(d)
<p>1) This proposed budget is the preliminary budget the board approved in March for an April 15 deadline to our Commissioners. It therefore, contains very few changes from the current '15-16 budget; 2015-2016 Estimated items were calculated in mid May, and therefore may exceed those in the Proposed column, which were proposed in March. Next year we intend to work on a much more detailed Proposed Budget at our May Board meeting. We are working changes for the final '16-'17 budget now for the July Budget hearing. 2) The reason the Proposed Total Budget Expenditures is so much higher than the Actual and Estimated, is that it contains the Cash Reserves and estimates for Checking on July 1. 3) We expect no changes in staffing and adjustments for staff compensation will be decided in the July Budget Hearing. 4) S-15 Capital Outlay is underspent because it contains our vehicle and new building reserves, which haven't needed to spend yet, 5) S-18 Proposed Operations is so much higher than current Estimated because we intend to use a \$200,000 EPA cleanup grant and spend another \$50,000 in match for our Brownfield Cleanup project, which was delayed from the current fiscal year due to forces beyond our control. 6) R-1.1 Estimated Tax levy is increased based in information from the County Assessor. 7) E-1.6 New Building Fund - we are not spending, and continue to increase as we continue to work on the Brownfield Cleanup project as a potential site for a new office. We must wait for the outcome of the cleanup in order to know how to proceed. 8) E-9&E-10 Many of these lines will be spent as the fiscal year ends, since our "busy season" is typically May and June. 9) E-12.2 See Comment 5.</p>		

PROPOSED BUDGET SUMMARY

OVERVIEW	2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Pending Approval
S-1 Total Budgeted Expenditures	\$526,448	\$520,595	\$1,304,166	\$1,274,266
S-2 Total Principal to Pay on Debt	\$0	\$0	\$0	\$0
S-3 Total to be added to Restricted Funds	\$0	\$0	\$0	\$0
S-4 Total General Fund and Forecasted Revenues	\$990,255	\$1,339,536	\$1,304,166	\$1,304,166
S-5 Amount requested from County Commissioners	\$464,305	\$475,000	\$470,773	\$470,773
S-6 Additional Funding Needed :			\$0	\$0

REVENUE SUMMARY	2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Pending Approval
S-7 Operating Revenues	\$27,142	\$30,000	\$30,000	\$30,000
S-8 Tax levy (From the County Treasurer)	\$464,305	\$475,000	\$470,773	\$470,773
S-9 Government Support	\$0	\$0	\$0	\$0
S-10 Grants	\$43,662	\$224,807	\$227,955	\$227,955
S-11 Other County Support (Not from Co. Treas.)	\$0	\$0	\$0	\$0
S-12 Miscellaneous	\$29,030	\$1,577	\$3,000	\$3,000
S-13 Other Forecasted Revenue	\$0	\$0	\$0	\$0
S-14 Total Revenue	\$564,139	\$731,384	\$731,728	\$731,728

EXPENDITURE SUMMARY		2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Pending Approval
S-15	Capital Outlay	\$1,191	\$2,450	\$494,694	\$494,694
S-16	Interest and Fees On Debt	\$0	\$0	\$0	\$0
S-17	Administration	\$248,431	\$262,279	\$264,391	\$246,691
S-18	Operations	\$161,533	\$134,725	\$451,875	\$439,675
S-19	Indirect Costs	\$115,293	\$121,141	\$93,206	\$93,206
S-20	Total Expenditures	\$526,448	\$520,595	\$1,304,166	\$1,274,266

DEBT SUMMARY		2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Pending Approval
S-21	Principal Paid on Debt	\$0	\$0	\$0	\$0

CASH AND INVESTMENTS		2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Pending Approval
S-22	TOTAL GENERAL FUNDS	\$426,117	\$608,153	\$572,438	\$572,438

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

Jim Rogers - Board Treasurer
 Budget Officer / District Official (if not same as "Submitted by")

Date adopted by Special District 3/22/2016

DISTRICT ADDRESS: 5015 Stone Rd
Laramie, WY 82070

PREPARED BY: Tony Hoch

DISTRICT PHONE: 307-721-0072

Prepared in compliance with the Uniform Municipal Fiscal Procedures Act (W.S. 16-4-101 through 124) as it applies.

Form approved by Wyoming Department of Audit, Public Funds Division

Proposed Budget

Laramie Rivers Conservation District

FYE 6/30/2017

NAME OF DISTRICT/BOARD

PROPERTY TAXES AND ASSESSMENTS

		2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Pending Approval
R-1	Property Taxes and Assessments Received				
R-1.1	Tax Levy (From the County Treasurer)	\$464,305	\$475,000	\$470,773	\$470,773
R-1.2	Other County Support				

FORECASTED REVENUE

		2014-2015 Actual	2015-2016 Estimated	2016-2017 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				
R-3.2	Sales of Goods or Services	\$27,142	\$30,000	\$30,000	\$30,000
R-3.3	Other Assessments				
R-3.4	Total Operating Revenues	\$27,142	\$30,000	\$30,000	\$30,000
R-4	Grants				
R-4.1	Direct Federal Grants	\$7,000	\$200,000	\$200,000	\$200,000
R-4.2	Federal Grants thru State Agencies				
R-4.3	Grants from State Agencies	\$36,662	\$24,807	\$27,955	\$27,955
R-4.4	Total Grants	\$43,662	\$224,807	\$227,955	\$227,955
R-5	Miscellaneous Revenue				
R-5.1	Interest	\$919	\$1,100	\$1,500	\$1,500
R-5.2	Other: Specify Misc. receipt	\$28,110	\$477	\$1,500	\$1,500
R-5.3	Other: Additional				
R-5.4	Total Miscellaneous	\$29,030	\$1,577	\$3,000	\$3,000
R-5.5	Total Forecasted Revenue	\$99,834	\$256,384	\$260,955	\$260,955
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

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Laramie Rivers Conservation District

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NAME OF DISTRICT/BOARD

CAPITAL OUTLAY BUDGET

		2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Pending Approval
E-1	Capital Outlay				
E-1.1	Real Property				
E-1.2	Vehicles	\$0	\$0	\$90,000	\$90,000
E-1.3	Office Equipment	\$973	\$2,250	\$2,000	\$2,000
E-1.4	Other (Specify)				
E-1.5	<u>Farm/Field equipment</u>	\$218	\$200	\$4,000	\$4,000
E-1.6	<u>New Building Fund</u>	\$0	\$0	\$398,694	\$398,694
E-1.7					
E-1.8	TOTAL CAPITAL OUTLAY	\$1,191	\$2,450	\$494,694	\$494,694

ADMINISTRATION BUDGET

		2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Pending Approval
E-2	Personnel Services				
E-2.1	Administrator	\$66,081	\$68,725	\$68,724	\$68,724
E-2.2	Secretary				
E-2.3	Clerical	\$35,649	\$38,502	\$38,501	\$38,501
E-2.4	Other (Specify)				
E-2.5	<u>Education Specialist</u>	\$46,699	\$48,567	\$48,567	\$48,567
E-2.6	<u>Resource Specialist</u>	\$45,624	\$47,449	\$47,449	\$47,449
E-2.7	see additional details	\$6,215	\$6,357	\$6,500	
E-3	Board Expenses				
E-3.1	Travel	\$4,154	\$3,300	\$5,000	\$5,000
E-3.2	Mileage	\$1,704	\$1,000	\$1,500	\$1,500
E-3.3	Other (Specify)				
E-3.4	<u>Training</u>	\$3,122	\$2,200	\$3,500	\$3,500
E-3.5					
E-3.6					
E-4	Contractual Services				
E-4.1	Legal				
E-4.2	Accounting/Auditing	\$10,384	\$14,300	\$12,000	\$12,000
E-4.3	Other (Specify)				
E-4.4					
E-4.5					
E-4.6					
E-5	Other Administrative Expenses				
E-5.1	Office Supplies	\$4,983	\$5,300	\$4,000	\$4,000
E-5.2	Office equipment, rent & repair	\$1,144	\$1,225	\$1,950	\$1,950
E-5.3	Education				
E-5.4	Registrations				
E-5.5	Other (Specify)				
E-5.6	<u>Postage</u>	\$1,297	\$1,200	\$1,500	\$1,500
E-5.7	<u>Subscriptions/dues</u>	\$12,826	\$13,155	\$14,000	\$14,000
E-5.8	see additional details	\$8,548	\$11,000	\$11,200	
E-6	TOTAL ADMINISTRATION	\$248,431	\$262,279	\$264,391	\$246,691

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OPERATIONS BUDGET

			2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Pending Approval
E-7	Personnel Services					
E-7.1	Wages--Operations		\$8,136	\$9,600	\$9,600	\$9,600
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		\$0	\$500	\$500	\$500
E-8.2	Other (Specify)					
E-8.3	Maint. Trucks/Equipment		\$2,608	\$2,500	\$8,000	\$8,000
E-8.4	Fuel		\$3,648	\$2,500	\$7,500	\$7,500
E-8.5	_____					
E-9	Operating supplies (List)					
E-9.1	Educational Material		\$8,009	\$7,000	\$12,000	\$12,000
E-9.2	Educational Grant Proj.		\$8,181	\$3,500	\$20,000	\$20,000
E-9.3	Comm. Gardens		\$1,223	\$1,000	\$2,000	\$2,000
E-9.4	_____					
E-9.5	_____					
E-10	Program Services (List)					
E-10.1	Tree Program		\$17,270	\$16,000	\$20,500	\$20,500
E-10.2	Regular Cost Share		\$16,167	\$18,000	\$25,000	\$25,000
E-10.3	Rural Cost Share		\$20,368	\$12,500	\$35,000	\$35,000
E-10.4	Locally Led Conserv.		\$9,292	\$5,000	\$8,500	\$8,500
E-10.5	see additional details				\$5,000	
E-11	Contractual Arrangements (List)					
E-11.1	Office Rent		\$23,575	\$23,575	\$23,575	\$23,575
E-11.2	_____					
E-11.3	_____					
E-11.4	_____					
E-11.5	_____					
E-12	Other operations (Specify)					
E-12.1	Wildlife projects		\$21,558	\$17,500	\$17,000	\$17,000
E-12.2	North Cedar Property		\$0	\$9,000	\$250,000	\$250,000
E-12.3	USFWS: Safe Harbor		\$12,000	\$0	\$0	
E-12.4	Water Quality: Monitoring		\$3,791	\$500	\$500	\$500
E-12.5	see additional details		\$5,706	\$6,050	\$7,200	
E-13	TOTAL OPERATIONS		\$161,533	\$134,725	\$451,875	\$439,675

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Laramie Rivers Conservation District

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INDIRECT COSTS BUDGET

			2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Pending Approval
E-14 Insurance						
E-14.1	Liability		\$2,899	\$3,100	\$3,300	\$3,300
E-14.2	Buildings and vehicles		\$3,390	\$2,700	\$3,750	\$3,750
E-14.3	Equipment					
E-14.4	Other (Specify)					
E-14.5	Bonds		\$1,578	\$1,650	\$2,000	\$2,000
E-14.6	_____					
E-14.7	_____					
E-15 Indirect payroll costs:						
E-15.1	FICA (Social Security) taxes		\$46,610	\$52,094	\$24,616	\$24,616
E-15.2	Workers Compensation		\$5,716	\$5,522	\$5,716	\$5,716
E-15.3	Unemployment Taxes		\$330	\$275	\$1,000	\$1,000
E-15.4	Retirement		\$24,025	\$25,300	\$24,024	\$24,024
E-15.5	Health Insurance		\$28,800	\$28,800	\$28,800	\$28,800
E-15.6	Other (Specify)					
E-15.7	_____					
E-15.8	_____					
E-15.9	_____					
E-16	Depreciation Expenses		\$1,945	\$1,700	\$0	
E-17	TOTAL INDIRECT COSTS		\$115,293	\$121,141	\$93,206	\$93,206

DEBT SERVICE BUDGET

			2014-2015 Actual	2015-2016 Estimated	2016-2017 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	\$0

Proposed Budget

Laramie Rivers Conservation District
 NAME OF DISTRICT/BOARD

FYE 6/30/2017

GENERAL FUNDS

		2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Pending Approval
C-1	Balances at End of Fiscal Year				
C-1.1	General Fund Checking Account Balance	\$103,777	\$90,000	\$54,285	\$54,285
C-1.2	Savings and Investments Account Balance	\$155,070	\$350,315	\$350,315	\$350,315
C-1.3	General Fund CD Balance	\$167,270	\$167,838	\$167,838	\$167,838
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	\$426,117	\$608,153	\$572,438	\$572,438
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	\$426,117	\$608,153	\$572,438	\$572,438

DEPRECIATION RESERVE (CAPITAL OUTLAY - REPLACEMENT)

		2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Pending Approval
C-3	Beginning Balance in Reserve Account (end of previous year)				
C-3.1	Beginning Balance in Reserve Account (end of previous year)				
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	Account (Line 3 - Line 5)	\$0	\$0	\$0	\$0

OTHER RESTRICTED FUND BALANCES - RESERVE (LEGALLY ENFORCED)

		2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Pending Approval
C-4	Beginning Balance in Reserve Account (end of previous year)				
C-4.1	Beginning Balance in Reserve Account (end of previous year)				
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	"Other Reserves"				
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	9 - Line 11)	\$0	\$0	\$0	\$0

ASSIGNED FUND BALANCE (EMERGENCY RESERVE - NOT COMMITTED)

		2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Pending Approval
C-5	Beginning Balance in Reserve Account (end of previous year)				
C-5.1	Beginning Balance in Reserve Account (end of previous year)				
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