

Proposed Budget

Laramie Rivers Conservation District	
Budget Hearing Information	
5015 Stone Rd	Location: 5015 Stone Rd
Laramie, WY 82070	Date: 5/22/2019
307-721-0072	Time: 2PM
Albany County	Budget Prepared by: Anthony Hoch

S-A	BUDGET MESSAGE	W.S. 16-4-104(d)
<p>For our 2019-2020 Proposed Budget our financial policy continues to be to serve the public through routine services and projects as outlined in our annual and long range plans, and though special projects as they arise, in a highly responsible manner.</p> <p>Revenues: We estimate a 2% increase in our mill levy based on conversation with the county assessor. We show an increase in grants by about \$200,000 due to two anticipated wildlife habitat grants, which will be confirmed in the final budget in July. Direct Federal Grants drops from \$57,000 to \$0 because this contracts should be completed.</p> <p>Expenditures: The new wildlife habitat grants mentioned above are passed through in the Operations budget for a large increase in line E-12.1. Other expenditures will not change much.</p> <p>Cash & Investments: Our plans to purchase a new building in the 18-19 fiscal year fell through and we did not spend the \$100,000 anticipated. We will have more information on our plans in the final budget in July.</p>		

S-B	RESERVE DESCRIPTION
Our Cash Operating Reserve (\$200K) and New Vehicle Reserve (\$50K) have not changed; no major changes since last budget.	

S-C

Names of Board Members	Date of End of Term
Ruth Shepherd	12/31/20
Robert Shine	12/31/22
Carol Price	12/31/20
Larry Munn	12/31/20
Orville Johnson	12/31/22

Does the district have regular office hours exceeding 20 hours per week?	Yes
If Yes, enter	
Address of office:	5015 Stone Rd
City, State, Zip:	Laramie, WY 82070
Phone Number:	307-721-0072
Hours Open:	8am to 4:30pm

Where are the minutes of your board meeting available for public review?
 LRCD Office 5015 Stone Road, Laramie, WY 82070

How and where are the notices of meeting posted for the public?
 Laramie Boomerang Community Briefs at least two days before meeting

Where are the public meetings held?
 Conference Room at 5015 Stone Rd., Laramie WY

PROPOSED BUDGET SUMMARY

OVERVIEW		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
S-1	Total Budgeted Expenditures	\$496,621	\$1,132,171	\$1,225,079	\$1,225,079
S-2	Total Principal to Pay on Debt	\$0	\$0	\$0	\$0
S-3	Total Change to Restricted Funds	\$0	-\$98,409	\$1,215	\$1,215
S-4	Total General Fund and Forecasted Revenues Available	\$1,090,036	\$1,298,066	\$1,484,481	\$1,484,481
S-5	Amount requested from County Commissioners	\$503,181	\$521,500	\$531,823	\$531,823
S-6	Additional Funding Needed :			\$0	\$0

REVENUE SUMMARY		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
S-7	Operating Revenues	\$11,244	\$13,620	\$20,000	\$20,000
S-8	Tax levy (From the County Treasurer)	\$503,181	\$521,500	\$531,823	\$531,823
S-9	Government Support	\$0	\$0	\$0	\$0
S-10	Grants	\$54,982	\$242,694	\$424,574	\$424,574
S-11	Other County Support (Not from Co. Treas.)	\$0	\$0	\$0	\$0
S-12	Miscellaneous	\$2,447	\$2,070	\$4,800	\$4,800
S-13	Other Forecasted Revenue	\$0	\$0	\$0	\$0

S-14	Total Revenue	\$571,854	\$779,884	\$981,197	\$981,197
FY 7/1/19-6/30/20		Laramie Rivers Conservation District			

EXPENDITURE SUMMARY		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
S-15	Capital Outlay	\$739	\$265,378	\$277,714	\$277,714
S-16	Interest and Fees On Debt	\$0	\$0	\$0	\$0
S-17	Administration	\$286,540	\$288,221	\$296,301	\$296,301
S-18	Operations	\$122,973	\$391,585	\$556,800	\$556,800
S-19	Indirect Costs	\$86,369	\$86,987	\$94,264	\$94,264
S-20R	Expenditures paid by Reserves	\$0	\$100,000	\$0	\$0
S-20	Total Expenditures	\$496,621	\$1,132,171	\$1,225,079	\$1,225,079

DEBT SUMMARY		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
S-21	Principal Paid on Debt	\$0	\$0	\$0	\$0

CASH AND INVESTMENTS		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
S-22	TOTAL GENERAL FUNDS	\$518,182	\$518,182	\$503,284	\$503,284

Summary of Reserve Funds		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
S-23	Beginning Balance in Reserve Accounts	\$0	\$0	\$0	\$0
S-24	a. Sinking and Debt Service Funds	\$0	\$0	\$0	\$0
S-25	b. Reserves	\$392,670	\$392,670	\$294,261	\$294,261
S-26	c. Bond Funds	\$0	\$0	\$0	\$0
	Total Reserves (a+b+c)	\$392,670	\$392,670	\$294,261	\$294,261
S-27	Amount to be added	\$0	\$0	\$0	\$0
S-28	a. Sinking and Debt Service Funds	\$0	\$0	\$0	\$0
S-29	b. Reserves	\$0	\$1,591	\$1,215	\$1,215
S-30	c. Bond Funds	\$0	\$0	\$0	\$0
	Total to be added (a+b+c)	\$0	\$1,591	\$1,215	\$1,215
S-31	Subtotal	\$392,670	\$394,261	\$295,476	\$295,476
S-32	Less Total to be spent	\$0	\$100,000	\$0	\$0
S-33	TOTAL RESERVES AT END OF FISCAL YEAR	\$392,670	\$294,261	\$295,476	\$295,476

End of Summary

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

DISTRICT ADDRESS: 5015 Stone Rd
Laramie, WY 82070

PREPARED BY: Anthony Hoch

DISTRICT PHONE: 307-721-0072

Proposed Budget

Laramie Rivers Conservation District
 NAME OF DISTRICT/BOARD _____

FYE 6/30/2020 _____

PROPERTY TAXES AND ASSESSMENTS

		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
R-1	Property Taxes and Assessments Received				
R-1.1	Tax Levy (From the County Treasurer)	\$503,181	\$521,500	\$531,823	\$531,823
R-1.2	Other County Support				

FORECASTED REVENUE

		2017-2018 Actual	2018-2019 Estimated	2019-2020 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	\$11,244	\$13,620	\$20,000	\$20,000
R-3.3	Other Assessments				
R-3.4	Total Operating Revenues	\$11,244	\$13,620	\$20,000	\$20,000
R-4	Grants				
R-4.1	Direct Federal Grants	\$0	\$57,500	\$0	
R-4.2	Federal Grants thru State Agencies				
R-4.3	Grants from State Agencies	\$54,982	\$185,194	\$424,574	\$424,574
R-4.4	Total Grants	\$54,982	\$242,694	\$424,574	\$424,574
R-5	Miscellaneous Revenue				
R-5.1	Interest	\$1,564	\$1,900	\$1,500	\$1,500
R-5.2	Other: Specify Educational grants	\$0	\$0	\$2,000	\$2,000
R-5.3	Other: See Additional	\$883	\$170	\$1,300	\$1,300
R-5.4	Total Miscellaneous	\$2,447	\$2,070	\$4,800	\$4,800
R-5.5	Total Forecasted Revenue	\$68,673	\$258,384	\$449,374	\$449,374
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

Laramie Rivers Conservation District

FYE 6/30/2020

NAME OF DISTRICT/BOARD

CAPITAL OUTLAY BUDGET

		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
E-1	Capital Outlay				
E-1.1	Real Property				
E-1.2	Vehicles				
E-1.3	Office Equipment	\$400	\$160	\$1,500	\$1,500
E-1.4	Other (Specify)				
E-1.5	<u>Farm/Field Equipment</u>	\$169	\$2	\$2,000	\$2,000
E-1.6	<u>New building fund</u>	\$170	\$265,216	\$274,214	\$274,214
E-1.7					
E-1.8	TOTAL CAPITAL OUTLAY	\$739	\$265,378	\$277,714	\$277,714

ADMINISTRATION BUDGET

		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
E-2	Personnel Services				
E-2.1	Administrator	\$75,925	\$75,925	\$75,925	\$75,925
E-2.2	Secretary				
E-2.3	Clerical	\$45,701	\$45,701	\$45,701	\$45,701
E-2.4	Other (Specify)				
E-2.5	<u>Education Specialist</u>	\$55,767	\$55,767	\$55,767	\$55,767
E-2.6	<u>Resource Specialist</u>	\$54,649	\$54,649	\$54,649	\$54,649
E-2.7	see additional details	\$9,838	\$7,509	\$7,509	\$7,509
E-3	Board Expenses				
E-3.1	Travel	\$4,202	\$3,500	\$4,000	\$4,000
E-3.2	Mileage	\$858	\$850	\$1,500	\$1,500
E-3.3	Other (Specify)				
E-3.4	<u>Employ/Supervisor Trng</u>	\$1,013	\$3,150	\$4,000	\$4,000
E-3.5					
E-3.6					
E-4	Contractual Services				
E-4.1	Legal				
E-4.2	Accounting/Auditing	\$11,498	\$11,000	\$11,000	\$11,000
E-4.3	Other (Specify)				
E-4.4					
E-4.5					
E-4.6					
E-5	Other Administrative Expenses				
E-5.1	Office Supplies	\$5,159	\$4,650	\$5,500	\$5,500
E-5.2	Office equipment, rent & repair	\$1,282	\$1,650	\$2,250	\$2,250
E-5.3	Education				
E-5.4	Registrations				
E-5.5	Other (Specify)				
E-5.6	<u>Postage</u>	\$924	\$500	\$1,500	\$1,500
E-5.7	<u>Subscriptions/Dues</u>	\$13,092	\$14,770	\$15,000	\$15,000
E-5.8	see additional details	\$6,632	\$8,600	\$12,000	\$12,000
E-6	TOTAL ADMINISTRATION	\$286,540	\$288,221	\$296,301	\$296,301

Proposed Budget

Laramie Rivers Conservation District

FYE 6/30/2020

OPERATIONS BUDGET

		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
E-7	Personnel Services				
E-7.1	Wages--Operations	\$8,532	\$7,250	\$7,000	\$7,000
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				
E-8.2	Other (Specify)				
E-8.3	Maint. Trucks/Equipment	\$696	\$1,950	\$4,000	\$4,000
E-8.4	Fuel	\$2,369	\$2,800	\$2,500	\$2,500
E-8.5	_____				
E-9	Operating supplies (List)				
E-9.1	Educational material	\$12,254	\$12,000	\$12,000	\$12,000
E-9.2	Educational grants	\$3,910	\$22,800	\$2,000	\$2,000
E-9.3	Community gardens	\$2,328	\$5,000	\$4,000	\$4,000
E-9.4	_____				
E-9.5	_____				
E-10	Program Services (List)				
E-10.1	Tree Program	\$12,549	\$8,000	\$15,500	\$15,500
E-10.2	Regular cost share	\$9,525	\$13,000	\$16,000	\$16,000
E-10.3	Rural cost share	\$29,583	\$55,000	\$45,000	\$45,000
E-10.4	Locally Led Conservation	\$2,614	\$6,500	\$8,000	\$8,000
E-10.5	_____				
E-11	Contractual Arrangements (List)				
E-11.1	_____				
E-11.2	_____				
E-11.3	_____				
E-11.4	_____				
E-11.5	_____				
E-12	Other operations (Specify)				
E-12.1	Wildlife projects	\$32,243	\$175,000	\$383,750	\$383,750
E-12.2	North Cedar property		\$12,500	\$20,000	\$20,000
E-12.3	_____				
E-12.4	Water Quality monitoring	\$619	\$7,535	\$1,000	\$1,000
E-12.5	see additional details	\$5,751	\$62,250	\$36,050	\$36,050
E-13	TOTAL OPERATIONS	\$122,973	\$391,585	\$556,800	\$556,800

Proposed Budget

Laramie Rivers Conservation District

FYE 6/30/2020

INDIRECT COSTS BUDGET

			2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
E-14	Insurance					
E-14.1	Liability		\$2,625	\$2,576	\$3,300	\$3,300
E-14.2	Buildings and vehicles		\$2,521	\$2,601	\$3,000	\$3,000
E-14.3	Equipment					
E-14.4	Other (Specify)					
E-14.5	<u>Bonds</u>		\$1,578	\$1,578	\$1,700	\$1,700
E-14.6	<u> </u>					
E-14.7	<u> </u>					
E-15	Indirect payroll costs:					
E-15.1	FICA (Social Security) taxes		\$17,958	\$17,500	\$18,000	\$18,000
E-15.2	Workers Compensation		\$5,107	\$6,250	\$7,000	\$7,000
E-15.3	Unemployment Taxes		\$298	\$200	\$1,000	\$1,000
E-15.4	Retirement		\$28,746	\$28,746	\$30,164	\$30,164
E-15.5	Health Insurance		\$27,536	\$27,536	\$30,100	\$30,100
E-15.6	Other (Specify)					
E-15.7	<u> </u>					
E-15.8	<u> </u>					
E-15.9	<u> </u>					
E-17	TOTAL INDIRECT COSTS		\$86,369	\$86,987	\$94,264	\$94,264

DEBT SERVICE BUDGET

			2017-2018 Actual	2018-2019 Estimated	2019-2020 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 6/30/2020

GENERAL FUNDS

		End of Year	Beginning	Beginning	Pending Approval
		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	
C-1	Balances at Beginning of Fiscal Year				
C-1.1	General Fund Checking Account Balance	\$41,677	\$41,677	\$50,250	\$50,250
C-1.2	Savings and Investments Account Balance	\$251,048	\$251,048	\$226,724	\$226,724
C-1.3	General Fund CD Balance	\$225,457	\$225,457	\$226,310	\$226,310
C-1.4	All Other Funds		\$0		
C-1.5	Reserves (From Below)	\$392,670	\$392,670	\$295,476	\$295,476
C-1.6	Total Estimated Cash and Investments on Hand	\$910,852	\$910,852	\$798,760	\$798,760
C-2	General Fund Reductions:				
C-2.1	a. Unpaid bills at FYE				
C-2.2	b. Reserves	\$392,670	\$294,261	\$295,476	\$295,476
C-2.3	Total Deductions (a+b)	\$392,670	\$294,261	\$295,476	\$295,476
C-2.4	Estimated Non-Restricted Funds Available	\$518,182	\$616,591	\$503,284	\$503,284

SINKING & DEBT SERVICE FUNDS

		2017-2018 Actual	2018-2019 Estimated	2019-2020 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	\$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

		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
C-4					
C-4.1	Beginning Balance in Reserve Account (end of previous year)	\$392,670	\$392,670	\$294,261	\$294,261
C-4.2	Date of Reserve Approval in Minutes: 22-May-19				
C-4.3	Amount to be added to the reserve		\$1,591	\$1,215	\$1,215
C-4.4	Date of Reserve Approval in Minutes: 22-May-19				
C-4.5	SUB-TOTAL	\$392,670	\$394,261	\$295,476	\$295,476
C-4.6	Identify the amount and project to be spent				
C-4.7	a. new building a no-go		\$100,000		
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	\$100,000	\$0	\$0
C-4.12	Balance to be retained	\$392,670	\$294,261	\$295,476	\$295,476

BOND FUNDS

		2017-2018 Actual	2018-2019 Estimated	2019-2020 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	\$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	\$100,000	\$0	\$0

