

Final Budget

Powder River Conservation District															
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S-A	BUDGET MESSAGE	<div style="text-align: right; font-size: small;">WY 5 16-4-104/d</div> <p>This year the Powder River Conservation District (PRCD) will once again see a significant increase in expenses and income. This increase is due to receiving federal funding to complete Emergency Watershed Projects that were a result of a flood in May 2015. We will be completing our final project this Fiscal Year which will cost approximately \$900,000 of which the Natural Resource Conservation Services will be will be reimbursing the PRCD 75% (approximately \$650,000). Along with this project the PRCD continues to offer their cost share programs to promote conservation practices such as stock water development, fencing, irrigation improvements, tree plantings, and xeriscaping which accounts for a significant portion of our budget. Conservation and natural resource education programs will be offered through workshops and tours with the general public and our Ag in the Classroom activities which are done with the Kaycee School System & the local Boys and Girls Club. Trees, rain barrels, weed barrier, drip irrigation, recycling bins, and irrigation dam material will continued to be offered to the public. The District also provides/participates in several special events through out the year such as a well water testing day to promote good water quality in our drinking water, Household Hazardous Waste Day to help recycle items that can not be taken to our local landfills, and Arbor Day to assist the Town of Kaycee to retain their Tree City USA status.</p>
S-B	RESERVE DESCRIPTION	<p>The PRCD will hold \$705,000 in reserve. These reserves are for: 1. The PRCD will hold \$300,000 in emergency reserves to be used in the event of any emergency(unexpected) project that should arise (ie: flood, fire). 2. The PRCD will hold \$200,000 in reserves to cover one year of operation cost in the event local funding is reduced or removed. As well, they will keep an additional \$200,000 in reserves to cover two years of administration cost to continue to fund the district as they find other avenues of funding. 3. The PRCD will hold \$5,000 in capital reserves.</p>

<div style="font-size: small;">S-C</div> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="width: 60%; padding: 2px;">Names of Board Members</th> <th style="width: 40%; padding: 2px;">Date of End of Term</th> </tr> <tr><td style="padding: 2px;">William Jones</td><td style="padding: 2px;">Nov. 2020</td></tr> <tr><td style="padding: 2px;">George Renkert</td><td style="padding: 2px;">Nov. 2020</td></tr> <tr><td style="padding: 2px;">Amy Icanberry</td><td style="padding: 2px;">Nov. 2020</td></tr> <tr><td style="padding: 2px;">Kevin Lund</td><td style="padding: 2px;">Nov. 2018</td></tr> <tr><td style="padding: 2px;">Dan Mahoney</td><td style="padding: 2px;">Nov. 2018</td></tr> <tr><td style="padding: 2px;"> </td><td style="padding: 2px;"> </td></tr> <tr><td style="padding: 2px;"> </td><td style="padding: 2px;"> </td></tr> <tr><td style="padding: 2px;"> </td><td style="padding: 2px;"> </td></tr> <tr><td style="padding: 2px;"> </td><td style="padding: 2px;"> </td></tr> <tr><td style="padding: 2px;"> </td><td style="padding: 2px;"> </td></tr> </table>		Names of Board Members	Date of End of Term	William Jones	Nov. 2020	George Renkert	Nov. 2020	Amy Icanberry	Nov. 2020	Kevin Lund	Nov. 2018	Dan Mahoney	Nov. 2018											<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; padding: 2px;"> <div style="font-size: small;">If Yes, enter</div> <div style="padding: 2px;">Address of office: 350 Nolan Avenue</div> <div style="padding: 2px;">City, State, Zip: Kaycee, WY 82639</div> <div style="padding: 2px;">Phone Number: 307-738-2321 ex 3</div> <div style="padding: 2px;">Hours Open: 7:30 am-12:00 pm & 12:30 pm- 4:00pm M-F</div> </td> <td style="width: 50%; padding: 2px;"> <div style="padding: 2px;">Does the district have regular office hours exceeding 20 hours per week?</div> <div style="text-align: right; padding: 2px;"> <input type="checkbox"/> Yes </div> </td> </tr> </table> <div style="border: 1px solid black; height: 30px; width: 100%; margin-top: 10px;"></div>	<div style="font-size: small;">If Yes, enter</div> <div style="padding: 2px;">Address of office: 350 Nolan Avenue</div> <div style="padding: 2px;">City, State, Zip: Kaycee, WY 82639</div> <div style="padding: 2px;">Phone Number: 307-738-2321 ex 3</div> <div style="padding: 2px;">Hours Open: 7:30 am-12:00 pm & 12:30 pm- 4:00pm M-F</div>	<div style="padding: 2px;">Does the district have regular office hours exceeding 20 hours per week?</div> <div style="text-align: right; padding: 2px;"> <input type="checkbox"/> Yes </div>
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Where are the minutes of your board meeting available for public review?	Johnson County Commissioners Website & the Powder River Conservation District Office
How and where are the notices of meeting posted for the public?	They are posted on The PRCD website and in the Kaycee Voice
Where are the public meetings held?	350 Nolan Avenue, Kaycee, WY 82639

FINAL BUDGET SUMMARY

OVERVIEW		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Final Approval
S-1	Total Budgeted Expenditures	\$326,458	\$647,323	\$1,091,743	\$1,089,636
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	\$759,631	\$1,003,485	\$1,110,788	\$1,089,636
S-5	Amount requested from County Commissioners	\$304,598	\$195,503	\$166,178	\$145,026
S-6	Additional Funding Needed :			\$0	\$0

REVENUE SUMMARY		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Final Approval
S-7	Operating Revenues	\$9,050	\$3,123	\$9,000	\$9,000
S-8	Tax levy (From the County Treasurer)	\$304,598	\$195,503	\$166,178	\$145,026
S-9	Government Support	\$8,981	\$11,545	\$10,102	\$10,102
S-10	Grants	\$0	\$0	\$0	\$0
S-11	Other County Support (Not from Co. Treas.)	\$0	\$0	\$0	\$0
S-12	Miscellaneous	\$925	\$949	\$950	\$950
S-13	Other Forecasted Revenue	\$122,670	\$357,295	\$675,000	\$675,000
S-14	Total Revenue	\$446,223	\$568,414	\$861,230	\$840,078

EXPENDITURE SUMMARY		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Final Approval
S-15	Capital Outlay	\$0	\$0	\$0	\$0
S-16	Interest and Fees On Debt	\$0	\$0	\$0	\$0
S-17	Administration	\$64,197	\$62,874	\$71,239	\$71,239
S-18	Operations	\$246,657	\$569,509	\$1,003,948	\$1,001,841
S-19	Indirect Costs	\$15,605	\$14,940	\$16,556	\$16,556
S-20	Total Expenditures	\$326,458	\$647,323	\$1,091,743	\$1,089,636

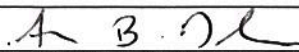
DEBT SUMMARY		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Final Approval
S-21	Principal Paid on Debt	\$0	\$0	\$0	\$0

CASH AND INVESTMENTS		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Final Approval
S-22	TOTAL GENERAL FUNDS	\$313,408	\$435,071	\$249,558	\$249,558

Summary of Reserve Funds

S-23	Beginning Balance in Reserve Accounts				
S-24	a. Depreciation Reserve	\$5,000	\$5,000	\$5,000	\$5,000
S-25	b. Other Reserve	\$0	\$0	\$0	\$0
S-26	c. Emergency Reserve (Cash)	\$700,000	\$700,000	\$700,000	\$700,000
	Total Reserves (a+b+c)	\$705,000	\$705,000	\$705,000	\$705,000
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	\$705,000	\$705,000	\$705,000	\$705,000
S-32	Less Total to be spent	\$0	\$0	\$0	\$0
S-33	TOTAL RESERVES AT END OF FISCAL YEAR	\$705,000	\$705,000	\$705,000	\$705,000

End of Summary



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

Date adopted by Special District

7/18/17

DISTRICT ADDRESS: 350 Nolan Avenue
Kaycee, WY 82639

PREPARED BY: Anita M Bartlett

DISTRICT PHONE: 307-738-2321 ex 3

Final Budget

Powder River Conservation District

FYE 6/30/2018

NAME OF DISTRICT/BOARD

PROPERTY TAXES AND ASSESSMENTS

	2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Final Approval
R-1 Property Taxes and Assessments Received				
R-1.1 Tax Levy (From the County Treasurer)	\$304,598	\$195,503	\$166,178	\$145,026
R-1.2 Other County Support				

FORECASTED REVENUE

	2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Final Approval
R-2 Revenues from Other Governments				
R-2.1 State Aid	\$8,824	\$8,824	\$8,824	\$8,824
R-2.2 Additional County Aid (non-treasurer)				
R-2.3 City (or Town) Aid				
R-2.4 Other (Specify) Lab Funds	\$158	\$2,721	\$1,278	\$1,278
R-2.5 Total Government Support	\$8,981	\$11,545	\$10,102	\$10,102
R-3 Operating Revenues				
R-3.1 Customer Charges	\$1,260	\$1,133	\$1,500	\$1,500
R-3.2 Sales of Goods or Services	\$7,790	\$1,990	\$7,500	\$7,500
R-3.3 Other Assessments				
R-3.4 Total Operating Revenues	\$9,050	\$3,123	\$9,000	\$9,000
R-4 Grants				
R-4.1 Direct Federal Grants				
R-4.2 Federal Grants thru State Agencies				
R-4.3 Grants from State Agencies				
R-4.4 Total Grants	\$0	\$0	\$0	\$0
R-5 Miscellaneous Revenue				
R-5.1 Interest	\$896	\$748	\$850	\$850
R-5.2 Other: Specify Misc	\$29	\$201	\$100	\$100
R-5.3 Other: Additional				
R-5.4 Total Miscellaneous	\$925	\$949	\$950	\$950
R-5.5 Total Forecasted Revenue	\$18,956	\$15,616	\$20,052	\$20,052
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 NRCS-EWP	\$122,670	\$357,295	\$675,000	\$675,000
R-6.4				
R-6.5				
R-6.6 Total Other Forecasted Revenue (a+b)	\$122,670	\$357,295	\$675,000	\$675,000

Final Budget

Powder River Conservation District

FYE 6/30/2018

NAME OF DISTRICT/BOARD

CAPITAL OUTLAY BUDGET

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

ADMINISTRATION BUDGET

		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Final Approval
E-2	Personnel Services				
E-2.1	Administrator	\$39,611	\$40,950	\$42,179	\$42,179
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	\$230	\$435	\$400	\$400
E-3.2	Mileage	\$784	\$406	\$1,000	\$1,000
E-3.3	Other (Specify)				
E-3.4	Education	\$100	\$0	\$100	\$100
E-3.5					
E-3.6					
E-4	Contractual Services				
E-4.1	Legal	\$1,000	\$0	\$2,500	\$2,500
E-4.2	Accounting/Auditing	\$2,300	\$2,320	\$5,000	\$5,000
E-4.3	Other (Specify)				
E-4.4	Advertising	\$599	\$215	\$600	\$600
E-4.5	Website	\$260	\$260	\$260	\$260
E-4.6					
E-5	Other Administrative Expenses				
E-5.1	Office Supplies	\$1,930	\$1,893	\$2,000	\$2,000
E-5.2	Office equipment, rent & repair	\$112	\$0	\$100	\$100
E-5.3	Education	\$100	\$85	\$100	\$100
E-5.4	Registrations	\$14,779	\$14,807	\$15,000	\$15,000
E-5.5	Other (Specify)				
E-5.6	Postage	\$1,075	\$865	\$1,000	\$1,000
E-5.7	Misc	\$1,317	\$639	\$1,000	\$1,000
E-5.8					
E-6	TOTAL ADMINISTRATION	\$64,197	\$62,874	\$71,239	\$71,239

Final Budget

Powder River Conservation District

FYE 6/30/2018

OPERATIONS BUDGET

E-7 Personnel Services

E-7.1	Wages--Operations
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	Meals
E-8.4	Rooms
E-8.5	

E-9 Operating supplies (List)

E-9.1	Sales
E-9.2	
E-9.3	
E-9.4	
E-9.5	

E-10 Program Services (List)

E-10.1	Cost Share
E-10.2	Stock Trail
E-10.3	Water Quality
E-10.4	District Projects
E-10.5	

E-11 Contractual Arrangements (List)

E-11.1	Janitorial
E-11.2	Rent
E-11.3	Elections
E-11.4	EWP
E-11.5	

E-12 Other operations (Specify)

E-12.1	Meetings
E-12.2	Sales Tax
E-12.3	Utilities
E-12.4	Public Education
E-12.5	

E-13 TOTAL OPERATIONS

2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Final Approval
\$2,846	\$1,761	\$2,800	\$2,800
\$195	\$285	\$350	\$350
\$775	\$755	\$850	\$850
\$10,248	\$3,662	\$7,500	\$7,500
\$52,890	\$79,360	\$65,000	\$62,893
\$795	\$233	\$3,542	\$3,542
\$2,825	\$3,716	\$5,000	\$5,000
\$1,611	\$1,257	\$3,500	\$3,500
\$3,000	\$3,000	\$3,000	\$3,000
\$5,306	\$4,430	\$5,306	\$5,306
\$0	\$853	\$0	
\$160,912	\$465,187	\$900,000	\$900,000
\$630	\$1,859	\$2,000	\$2,000
\$310	\$113	\$400	\$400
\$3,121	\$2,732	\$3,700	\$3,700
\$1,194	\$306	\$1,000	\$1,000
\$246,657	\$569,509	\$1,003,948	\$1,001,841

Final Budget

Powder River Conservation District

FYE 6/30/2018

INDIRECT COSTS BUDGET

		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Final Approval
E-14	Insurance				
E-14.1	Liability	\$534	\$500	\$540	\$540
E-14.2	Buildings and vehicles				
E-14.3	Equipment				
E-14.4	Other (Specify)				
E-14.5	Bond	\$307	\$307	\$307	\$307
E-14.6					
E-14.7					
E-15	Indirect payroll costs:				
E-15.1	FICA (Social Security) taxes	\$3,027	\$2,611	\$3,300	\$3,300
E-15.2	Workers Compensation	\$1,089	\$937	\$1,300	\$1,300
E-15.3	Unemployment Taxes				
E-15.4	Retirement	\$1,950	\$2,048	\$2,109	\$2,109
E-15.5	Health Insurance	\$8,697	\$8,537	\$9,000	\$9,000
E-15.6	Other (Specify)				
E-15.7					
E-15.8					
E-15.9					
E-16	Depreciation Expenses				
E-17	TOTAL INDIRECT COSTS	\$15,605	\$14,940	\$16,556	\$16,556

DEBT SERVICE BUDGET

		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Final 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

Final Budget

Powder River Conservation District

FYE 6/30/2018

NAME OF DISTRICT/BOARD

GENERAL FUNDS

		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Final Approval
C-1	Balances at Beginning of Fiscal Year				
C-1.1	General Fund Checking Account Balance	\$211,720	\$332,543	\$249,558	\$249,558
C-1.2	Savings and Investments Account Balance	\$101,688	\$102,528		
C-1.3	General Fund CD Balance				
C-1.4	All Other Funds				
C-1.5	Reserves (From Below)	\$705,000	\$705,000	\$705,000	\$705,000
C-1.6	Total Estimated Cash and Investments on Hand	\$1,018,408	\$1,140,071	\$954,558	\$954,558
C-2	General Fund Reductions:				
C-2.1	a. Unpaid bills at FYE				
C-2.2	b. Reserves	\$705,000	\$705,000	\$705,000	\$705,000
C-2.3	Total Deductions (a+b)	\$705,000	\$705,000	\$705,000	\$705,000
C-2.4	Estimated Non-Restricted Funds Available	\$313,408	\$435,071	\$249,558	\$249,558

DEPRECIATION RESERVE (CAPITAL OUTLAY - REPLACEMENT)

		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Final Approval
C-3					
C-3.1	Beginning Balance in Reserve Account (end of previous year)	\$5,000	\$5,000	\$5,000	\$5,000
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	\$5,000	\$5,000	\$5,000	\$5,000
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	\$0
C-3.12	Balance to be retained in Depreciation Reserve Account	\$5,000	\$5,000	\$5,000	\$5,000

OTHER RESTRICTED FUND BALANCES - RESERVE (LEGALLY ENFORCED)

		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Final 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	\$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	\$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	Final Approval
C-5					
C-5.1	Beginning Balance in Reserve Account (end of previous year)	\$700,000	\$700,000	\$700,000	\$700,000
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	\$700,000	\$700,000	\$700,000	\$700,000
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	\$700,000	\$700,000	\$700,000	\$700,000
C-5.9	TOTAL TO BE SPENT	\$0	\$0	\$0	\$0

