

# Proposed Budget

Kaycee - Buffalo - Johnson County Economic Development JPB	
Budget Hearing Information	
63 North Burritt Avenue	Location: 63 North Burritt Avenue
Buffalo, WY 82834	Date: 6/16/2018
(307) 620 - 1260	Time: 8:00 AM
Johnson County	Budget Prepared by: Management

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

The Joint Powers Board's budget was prepared by management. The Joint Powers Board plans to spend \$59,755 for administrative expenditures, \$240,290 for operative expenditures, \$72,032 for indirect expenditures and \$227,500 for capital expenditures. The capital expenditure is for fire system updates at 63 North Burritt Avenue.

**S-B RESERVE DESCRIPTION**

There are no reserves.

**S-C**

Names of Board Members	Date of End of Term
Tom Knapp	2021
Randy Dyess	2021
Travis Lawrence	2019
Rich Griffith	2021
Mike Johnson	2018
Bill Novotny	2018
Bob Snowden	2018
Crosby Taylor	2018
Rick Myers	2021
Delbert Eitel	2018

Does the district have regular office hours exceeding 20 hours per week?  Yes

If Yes, enter

Address of office: 63 North Burritt Avenue

City, State, Zip: Buffalo, WY 82834

Phone Number: (307) 620 - 1260

Hours Open: M-F 8:00 am to 5:00 pm

Where are the minutes of your board meeting available for public review?  
[www.johnsoncountywyoming.org/boards/kaycee-buffalo-johnson-county-economic-development-joint-powers/](http://www.johnsoncountywyoming.org/boards/kaycee-buffalo-johnson-county-economic-development-joint-powers/)

How and where are the notices of meeting posted for the public?  
 Buffalo Bulletin and Johnson County website

Where are the public meetings held?  
 63 North Burritt Avenue, Buffalo, WY

## PROPOSED BUDGET SUMMARY

OVERVIEW	2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
S-1 <b>Total Budgeted Expenditures</b>	\$689,268	\$448,931	\$599,577	
S-2 <b>Total Principal to Pay on Debt</b>	\$18,575	\$130,815	\$0	
S-3 <b>Total Change to Restricted Funds</b>	\$0	\$0	\$0	
S-4 <b>Total General Fund and Forecasted Revenues Available</b>	\$686,740	\$604,778	\$624,610	
S-5 <i>Amount requested from County Commissioners</i>	\$0	\$0	\$0	
S-8 <b>Additional Funding Needed :</b>			\$0	

REVENUE SUMMARY	2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
S-7 <b>Operating Revenues</b>	\$191,438	\$181,736	\$155,527	
S-8 <b>Tax levy (From the County Treasurer)</b>	\$0	\$0	\$0	
S-9 <b>Government Support</b>	\$200,338	\$339,749	\$421,500	
S-10 <b>Grants</b>	\$225,584	\$34,995	\$0	
S-11 <b>Other County Support (Not from Co. Treas.)</b>	\$0	\$0	\$0	
S-12 <b>Miscellaneous</b>	\$38,725	\$17,643	\$22,550	
S-13 <b>Other Forecasted Revenue</b>	\$0	\$0	\$0	

S-14 <b>Total Revenue</b>	\$656,085	\$574,123	\$599,577	
FY 7/1/18-6/30/19 Kaycee - Buffalo - Johnson County Economic Development JPB				

EXPENDITURE SUMMARY	2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
S-15 <b>Capital Outlay</b>	\$265,400	\$36,821	\$227,500	
S-16 <b>Interest and Fees On Debt</b>	\$10,372	\$12,166	\$0	
S-17 <b>Administration</b>	\$131,615	\$116,447	\$59,755	
S-18 <b>Operations</b>	\$231,534	\$230,202	\$240,290	
S-19 <b>Indirect Costs</b>	\$50,347	\$53,295	\$72,032	

S-20 <b>Total Expenditures</b>	\$689,268	\$448,931	\$599,577	
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DEBT SUMMARY	2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
S-21 <b>Principal Paid on Debt</b>	\$18,575	\$130,815	\$0	

CASH AND INVESTMENTS	2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
S-22 <b>TOTAL GENERAL FUNDS</b>	\$30,655	\$30,655	\$25,033	

**Summary of Reserve Funds**

S-23 <b>Beginning Balance in Reserve Accounts</b>				
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	
<b>Total Reserves (a+b+c)</b>	\$0	\$0	\$0	
S-27 <b>Amount to be added</b>				
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	
<b>Total to be added (a+b+c)</b>	\$0	\$0	\$0	
S-31 <b>Subtotal</b>	\$0	\$0	\$0	
S-32 <b>Less Total to be spent</b>	\$0	\$0	\$0	
S-33 <b>TOTAL RESERVES AT END OF FISCAL YEAR</b>	\$0	\$0	\$0	

*End of Summary*

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

Date adopted by Special District \_\_\_\_\_

**DISTRICT ADDRESS:** 63 North Burritt Avenue  
Buffalo, WY 82834

**PREPARED BY:** Management \_\_\_\_\_

**DISTRICT PHONE:** (307) 620 - 1260

# Proposed Budget

Kaycee - Buffalo - Johnson County Economic Develop

FYE 6/30/2019

NAME OF DISTRICT/BOARD

## PROPERTY TAXES AND ASSESSMENTS

		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
R-1	<b>Property Taxes and Assessments Received</b>				
R-1.1	Tax Levy (From the County Treasurer)				
R-1.2	Other County Support				

## FORECASTED REVENUE

		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
R-2	<b>Revenues from Other Governments</b>				
R-2.1	State Aid				
R-2.2	Additional County Aid (non-treasurer)	\$130,000	\$203,916	\$130,000	
R-2.3	City (or Town) Aid	\$70,338	\$135,833	\$291,500	
R-2.4	Other (Specify)				
R-2.5	<b>Total Government Support</b>	<b>\$200,338</b>	<b>\$339,749</b>	<b>\$421,500</b>	
R-3	<b>Operating Revenues</b>				
R-3.1	Customer Charges	\$191,438	\$181,736	\$155,527	
R-3.2	Sales of Goods or Services				
R-3.3	Other Assessments				
R-3.4	<b>Total Operating Revenues</b>	<b>\$191,438</b>	<b>\$181,736</b>	<b>\$155,527</b>	
R-4	<b>Grants</b>				
R-4.1	Direct Federal Grants		\$24,999		
R-4.2	Federal Grants thru State Agencies				
R-4.3	Grants from State Agencies	\$225,584	\$9,996		
R-4.4	<b>Total Grants</b>	<b>\$225,584</b>	<b>\$34,995</b>	<b>\$0</b>	
R-5	<b>Miscellaneous Revenue</b>				
R-5.1	Interest	\$53	\$43	\$50	
R-5.2	Other: Specify <u>Donations/Misc</u>	\$5,363	\$10,000	\$10,000	
R-5.3	Other: See Additional	<b>\$33,309</b>	<b>\$7,600</b>	<b>\$12,500</b>	
R-5.4	<b>Total Miscellaneous</b>	<b>\$38,725</b>	<b>\$17,643</b>	<b>\$22,550</b>	
R-5.5	<b>Total Forecasted Revenue</b>	<b>\$656,085</b>	<b>\$574,123</b>	<b>\$599,577</b>	
R-6	<b>Other Forecasted Revenue</b>				
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	<b>Total Other Forecasted Revenue (a+b)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	

# Proposed Budget

NAME OF DISTRICT/BOARD

## CAPITAL OUTLAY BUDGET

		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
<b>E-1</b>	<b>Capital Outlay</b>				
E-1.1	Real Property	\$41,050	\$36,821		
E-1.2	Vehicles				
E-1.3	Office Equipment				
E-1.4	Other (Specify)				
E-1.5	Fire System Updates			\$227,500	
E-1.6	Business Study/Website	\$224,350			
E-1.7					
E-1.8	<b>TOTAL CAPITAL OUTLAY</b>	<b>\$265,400</b>	<b>\$36,821</b>	<b>\$227,500</b>	

## ADMINISTRATION BUDGET

		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
<b>E-2</b>	<b>Personnel Services</b>				
E-2.1	Administrator				
E-2.2	Secretary				
E-2.3	Clerical				
E-2.4	Other (Specify)				
E-2.5	Advertising	\$103,960	\$86,728	\$45,500	
E-2.6	Dues and Memberships	\$6,064	\$6,785	\$2,100	
E-2.7					
<b>E-3</b>	<b>Board Expenses</b>				
E-3.1	Travel				
E-3.2	Mileage				
E-3.3	Other (Specify)				
E-3.4					
E-3.5					
E-3.6					
<b>E-4</b>	<b>Contractual Services</b>				
E-4.1	Legal	\$1,640	\$4,264	\$2,000	
E-4.2	Accounting/Auditing	\$12,700	\$10,985	\$9,900	
E-4.3	Other (Specify)				
E-4.4	Consulting	\$6,990	\$608		
E-4.5	Appraisal		\$7,000		
E-4.6					
<b>E-5</b>	<b>Other Administrative Expenses</b>				
E-5.1	Office Supplies				
E-5.2	Office equipment, rent & repair				
E-5.3	Education				
E-5.4	Registrations				
E-5.5	Other (Specify)				
E-5.6	Bank Fees	\$134		\$140	
E-5.7	Corp Fee/License	\$127	\$77	\$115	
E-5.8					
<b>E-6</b>	<b>TOTAL ADMINISTRATION</b>	<b>\$131,615</b>	<b>\$116,447</b>	<b>\$59,755</b>	

# Proposed Budget

Kaycee - Buffalo - Johnson County Economic Developm

FYE 6/30/2019

## OPERATIONS BUDGET

		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
<b>E-7</b>	<b>Personnel Services</b>				
E-7 1	Wages--Operations	\$101,287	\$105,232	\$107,000	
E-7 2	Service Contracts	\$1,447	\$956	\$15,841	
E-7 3	Other (Specify)				
E-7 4	_____				
E-7 5	_____				
E-7 6	_____				
<b>E-8</b>	<b>Travel</b>				
E-8 1	Mileage				
E-8 2	Other (Specify)				
E-8 3	Meals & Travel	\$8,794	\$18,553	\$13,577	
E-8 4	Professional Developmen			\$2,000	
E-8 5	_____				
<b>E-9</b>	<b>Operating supplies (List)</b>				
E-9 1	Supplies	\$11,619	\$5,076	\$3,940	
E-9 2	Postage	\$531	\$411	\$900	
E-9 3	_____				
E-9 4	_____				
E-9 5	_____				
<b>E-10</b>	<b>Program Services (List)</b>				
E-10 1	_____				
E-10 2	_____				
E-10 3	_____				
E-10 4	_____				
E-10 5	_____				
<b>E-11</b>	<b>Contractual Arrangements (List)</b>				
E-11 1	_____				
E-11 2	_____				
E-11 3	_____				
E-11 4	_____				
E-11 5	_____				
<b>E-12</b>	<b>Other operations (Specify)</b>				
E-12 1	Utilities	\$48,161	\$47,791	\$45,456	
E-12 2	Telephone	\$6,208	\$2,934	\$5,160	
E-12 3	Repairs and Maintenance	\$43,507	\$44,103	\$46,416	
E-12 4	Property taxes	\$9,980	\$5,146		
E-12 5	_____				
<b>E-13</b>	<b>TOTAL OPERATIONS</b>	<b>\$231,534</b>	<b>\$230,202</b>	<b>\$240,290</b>	

# Proposed Budget

Kaycee - Buffalo - Johnson County Economic Developm

FYE 6/30/2019

## INDIRECT COSTS BUDGET

			2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
E-14	<b>Insurance</b>					
E-14.1	Liability		\$1,414	\$1,543	\$1,500	
E-14.2	Buildings and vehicles		\$10,540	\$10,480	\$9,432	
E-14.3	Equipment					
E-14.4	Other (Specify)					
E-14.5	Bond			\$150		
E-14.6						
E-14.7						
E-15	<b>Indirect payroll costs:</b>					
E-15.1	FICA (Social Security) taxes		\$7,748	\$9,080	\$8,200	
E-15.2	Workers Compensation		\$946	\$1,000	\$2,200	
E-15.3	Unemployment Taxes		\$946	\$1,000	\$2,400	
E-15.4	Retirement					
E-15.5	Health Insurance		\$28,753	\$30,042	\$48,300	
E-15.6	Other (Specify)					
E-15.7						
E-15.8						
E-15.9						
E-16	<b>Depreciation Expenses</b>					
E-17	<b>TOTAL INDIRECT COSTS</b>		<b>\$50,347</b>	<b>\$53,295</b>	<b>\$72,032</b>	

## DEBT SERVICE BUDGET

			2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
D-1	<b>Debt Service</b>					
D-1.1	Principal		\$18,575	\$130,815		
D-1.2	Interest		\$10,372	\$12,166		
D-1.3	Fees					
D-2	<b>TOTAL DEBT SERVICE</b>		<b>\$28,947</b>	<b>\$142,981</b>	<b>\$0</b>	

# Proposed Budget

**NAME OF DISTRICT/BOARD**

**GENERAL FUNDS**

	End of Year	Beginning	Beginning	Pending Approval
	2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	
<b>C-1 Balances at Beginning of Fiscal Year</b>				
C-1.1 General Fund Checking Account Balance	\$30,655	\$30,655	\$25,033	
C-1.2 Savings and Investments Account Balance		\$0		
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 <b>Total Estimated Cash and Investments on Hand</b>	<b>\$30,655</b>	<b>\$30,655</b>	<b>\$25,033</b>	
<b>C-2 General Fund Reductions:</b>				
C-2.1 a. Unpaid bills at FYE				
C-2.2 b. Reserves	\$0	\$0	\$0	
C-2.3 <b>Total Deductions (a+b)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
C-2.4 <b>Estimated Non-Restricted Funds Available</b>	<b>\$30,655</b>	<b>\$30,655</b>	<b>\$25,033</b>	

**DEPRECIATION RESERVE (CAPITAL OUTLAY - REPLACEMENT)**

	2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
<b>C-3</b>				
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 <b>SUB-TOTAL</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
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 <b>TOTAL CAPITAL OUTLAY (a+b+c)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
C-3.12 <b>Balance to be retained in Depreciation Reserve Account</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	

**OTHER RESTRICTED FUND BALANCES - RESERVE (LEGALLY ENFORCED)**

	2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
<b>C-4</b>				
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 <b>SUB-TOTAL</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
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 <b>TOTAL OTHER RESERVE OUTLAY (a+b+c)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
C-4.12 <b>Balance to be retained in Other Reserve Account</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	

**ASSIGNED FUND BALANCE (EMERGENCY RESERVE - NOT COMMITTED)**

	2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
<b>C-5</b>				
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 <b>SUB-TOTAL</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
C-5.6 Amount to be spent from Emergency Reserve (Cash)				
C-5.7 Date of Reserve Approval in Minutes: _____				
C-5.8 <b>Balance to be retained in Assigned Fund Balance</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
C-5.9 <b>TOTAL TO BE SPENT</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	