

Final Budget

Clear Creek Conservation District	
<small>Budget Hearing Information</small>	
500 West Lott Street, Unit B	Location: District Office- Buffalo, WY
Buffalo, Wyoming 82834	Date: 7/16/2019
307-620-3001	Time: 6:00 PM
Johnson County	Budget Prepared by: Zach Byram

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

Clear Creek Conservation District (CCCD) has reviewed its proposed expenses for FY19/20 and has made cuts in areas where it feels programs can still be maintained and carried out all with a reduction of funds. CCCD's requested mill levy amount is based on the amount needed to balance the budget.

S-B RESERVE DESCRIPTION

Assigned Fund Balance: As a commitment to financial prudence and careful stewardship of community assets and its recognition of its fiduciary responsibilities Clear Creek Conservation District (CCCD) has set forth the following policy in regards to funds held in a Reserve/Natural Disaster Emergency fund: CCCD will hold up to \$5,000,000.00 in a reserve account and all of the funds held therein will be expended pursuant to the following prioritization: 1) Initially, the funds will be used to fund an emergency, unforeseen, unplanned event, or

S-C

Names of Board Members	Date of End of Term	Does the district have regular office hours exceeding 20 hours per week?
Ryan Fieldgrove	11/8/20	<input type="checkbox"/> Yes
Luke Todd	11/8/22	
Travis Rule	11/8/20	
Virginia Watt	11/8/22	
Jay Foss	11/8/20	

If Yes, enter

Address of office:	500 West Lott Street, Unit B
City, State, Zip:	Buffalo, Wyoming 82834
Phone Number:	307-620-3001
Hours Open:	M-F 8 a.m. - 5 p.m.

Where are the minutes of your board meeting available for public review?
 On the Johnson County website

How and where are the notices of meeting posted for the public?
 They are posted in the Buffalo Bulletin in a manner that is consistent with our legal requirements.

Where are the public meetings held?
 All of the District meetings are held at the District office, 500 West Lott Street, Unit B Buffalo, Wyoming 82834

FINAL BUDGET SUMMARY

OVERVIEW		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Final Approval
S-1	Total Budgeted Expenditures	\$257,020	\$348,805	\$714,790	\$714,790
S-2	Total Principal to Pay on Debt	\$0	\$0	\$0	\$0
S-3	Total Change to Restricted Funds	\$47,291	\$55,000	\$93,950	\$93,950
S-4	Total General Fund and Forecasted Revenues Available	\$1,045,775	\$1,085,224	\$1,391,611	\$1,391,611
S-5	Amount requested from County Commissioners	\$188,850	\$224,164	\$214,926	\$214,926
S-6	Additional Funding Needed :			\$0	\$0

REVENUE SUMMARY		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Final Approval
S-7	Operating Revenues	\$50,264	\$37,730	\$18,374	\$18,374
S-8	Tax levy (From the County Treasurer)	\$188,850	\$224,164	\$214,926	\$214,926
S-9	Government Support	\$12,824	\$12,824	\$11,824	\$11,824
S-10	Grants	\$0	\$36,018	\$447,427	\$447,427
S-11	Other County Support (Not from Co. Treas.)	\$0	\$0	\$0	\$0
S-12	Miscellaneous	\$56,847	\$37,143	\$350	\$350
S-13	Other Forecasted Revenue	\$29,645	\$30,000	\$30,000	\$30,000
S-14	Total Revenue	\$338,430	\$377,879	\$722,901	\$722,901

FY 7/1/19-6/30/20 Clear Creek Conservation District

EXPENDITURE SUMMARY		2017-2018 Actual	2018-2019 Estimated	2019-2020 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	\$121,823	\$133,505	\$130,035	\$130,035
S-18	Operations	\$119,657	\$198,350	\$568,105	\$568,105
S-19	Indirect Costs	\$15,540	\$16,950	\$16,650	\$16,650
S-20R	Expenditures paid by Reserves	\$0	\$0	\$0	\$0
S-20	Total Expenditures	\$257,020	\$348,805	\$714,790	\$714,790

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

CASH AND INVESTMENTS		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Final Approval
S-22	TOTAL GENERAL FUNDS	\$707,345	\$707,345	\$668,710	\$668,710

Summary of Reserve Funds

S-23	Beginning Balance in Reserve Accounts	\$0	\$0	\$0	\$0
S-24	a. Depreciation Reserve	\$3,918,413	\$3,965,704	\$4,020,704	\$4,020,704
S-25	b. Other Reserve	\$0	\$0	\$0	\$0
S-26	c. Emergency Reserve (Cash)	\$0	\$0	\$0	\$0
	Total Reserves (a+b+c)	\$3,918,413	\$3,965,704	\$4,020,704	\$4,020,704
S-27	Amount to be added	\$0	\$0	\$0	\$0
S-28	a. Depreciation Reserve	\$47,291	\$55,000	\$93,950	\$93,950
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)	\$47,291	\$55,000	\$93,950	\$93,950
S-31	Subtotal	\$3,965,704	\$4,020,704	\$4,114,654	\$4,114,654
S-32	Less Total to be spent	\$0	\$0	\$0	\$0
S-33	TOTAL RESERVES AT END OF FISCAL YEAR	\$3,965,704	\$4,020,704	\$4,114,654	\$4,114,654

End of Summary


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

Date adopted by Special District 7/16/19

DISTRICT ADDRESS: 500 West Lott Street, Unit B
 Buffalo, Wyoming 82834

PREPARED BY: Zach Byram

DISTRICT PHONE: 307-620-3001

Final Budget

Clear Creek Conservation District
 NAME OF DISTRICT/BOARD _____

FYE 6/30/2020 _____

CAPITAL OUTLAY BUDGET

		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Final Approval
E-1	Capital Outlay				
E-1.1	Real Property				
E-1.2	Vehicles				
E-1.3	Office Equipment				
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

		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Final Approval
E-2	Personnel Services				
E-2.1	Administrator	\$65,089	\$65,089	\$65,089	\$65,089
E-2.2	Secretary	\$16,159	\$18,000	\$19,500	\$19,500
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			\$2,000	\$2,000
E-3.2	Mileage			\$1,750	\$1,750
E-3.3	Other (Specify)				
E-3.4	Meetings:Board, Area, St	\$4,742	\$4,900	\$1,650	\$1,650
E-3.5	Bond	\$1,634	\$1,634	\$1,634	\$1,634
E-3.6	see additional details	\$1,766	\$3,275	\$525	\$525
E-4	Contractual Services				
E-4.1	Legal				
E-4.2	Accounting/Auditing	\$10,750	\$1,500	\$5,000	\$5,000
E-4.3	Other (Specify)				
E-4.4	_____				
E-4.5	_____				
E-4.6					
E-5	Other Administrative Expenses				
E-5.1	Office Supplies	\$1,714	\$2,500	\$1,100	\$1,100
E-5.2	Office equipment, rent & repair	\$0	\$14,100	\$11,900	\$11,900
E-5.3	Education	\$659	\$1,000	\$500	\$500
E-5.4	Registrations	\$13,357	\$13,357	\$13,412	\$13,412
E-5.5	Other (Specify)				
E-5.6	Advertising	\$5,684	\$4,500	\$4,500	\$4,500
E-5.7	Data Storage/Website/Ph	\$269	\$150	\$1,475	\$1,475
E-5.8	see additional details		\$3,500		
E-6	TOTAL ADMINISTRATION	\$121,823	\$133,505	\$130,035	\$130,035

Final Budget

Clear Creek Conservation District

FYE 6/30/2020

OPERATIONS BUDGET

		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Final Approval
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	_____				
E-8.4	_____				
E-8.5	_____				
E-9	Operating supplies (List)				
E-9.1	_____				
E-9.2	_____				
E-9.3	_____				
E-9.4	_____				
E-9.5	_____				
E-10	Program Services (List)				
E-10.1	ConservationProgramSup	\$24,279	\$3,500	\$2,300	\$2,300
E-10.2	Composters/Rainbarrels/	\$803	\$1,000	\$1,000	\$1,000
E-10.3	Special Project Fund	\$50,531	\$55,000	\$25,000	\$25,000
E-10.4	TreeProgram/SpecialTre	\$40,057	\$35,000	\$17,000	\$17,000
E-10.5	see additional details	\$2,382	\$31,000	\$27,500	\$27,500
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	SpecialProjects:FishBarri	\$872	\$69,500	\$38,500	\$38,500
E-12.2	Signs	\$446	\$3,000		
E-12.3	AnnualReport/Long Rang	\$287	\$350	\$100	\$100
E-12.4	Grants: EWP/WWNRT/C			\$456,705	\$456,705
E-12.5	_____				
E-13	TOTAL OPERATIONS	\$119,657	\$198,350	\$568,105	\$568,105

Final Budget

Clear Creek Conservation District

FYE 6/30/2020

INDIRECT COSTS BUDGET

		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Final Approval
E-14	Insurance				
E-14.1	Liability	\$916	\$1,000	\$1,000	\$1,000
E-14.2	Buildings and vehicles				
E-14.3	Equipment				
E-14.4	Other (Specify)				
E-14.5	_____				
E-14.6	_____				
E-14.7	_____				
E-15	Indirect payroll costs:				
E-15.1	FICA (Social Security) taxes	\$6,215	\$6,500	\$6,500	\$6,500
E-15.2	Workers Compensation	\$1,374	\$1,500	\$1,500	\$1,500
E-15.3	Unemployment Taxes	\$138	\$300	\$200	\$200
E-15.4	Retirement	\$6,810	\$7,500	\$7,300	\$7,300
E-15.5	Health Insurance				
E-15.6	Other (Specify)	\$87	\$150	\$150	\$150
E-15.7	_____				
E-15.8	_____				
E-15.9	_____				
E-17	TOTAL INDIRECT COSTS	\$15,540	\$16,950	\$16,650	\$16,650

DEBT SERVICE BUDGET

		2017-2018 Actual	2018-2019 Estimated	2019-2020 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

Clear Creek Conservation District

FYE 6/30/2020

NAME OF DISTRICT/BOARD

GENERAL FUNDS

		End of Year 2017-2018 Actual	Beginning 2018-2019 Estimated	Beginning 2019-2020 Proposed	Final Approval
C-1 Balances at Beginning of Fiscal Year					
C-1.1	General Fund Checking Account Balance	\$707,345	\$707,345	\$72,710	\$72,710
C-1.2	Savings and Investments Account Balance		\$0	\$596,000	\$596,000
C-1.3	General Fund CD Balance		\$0		
C-1.4	All Other Funds		\$0		
C-1.5	Reserves (From Below)	\$3,965,704	\$3,965,704	\$4,114,654	\$4,114,654
C-1.6	Total Estimated Cash and Investments on Hand	\$4,673,049	\$4,673,049	\$4,783,364	\$4,783,364
C-2 General Fund Reductions:					
C-2.1	a. Unpaid bills at FYE				
C-2.2	b. Reserves	\$3,965,704	\$4,020,704	\$4,114,654	\$4,114,654
C-2.3	Total Deductions (a+b)	\$3,965,704	\$4,020,704	\$4,114,654	\$4,114,654
C-2.4	Estimated Non-Restricted Funds Available	\$707,345	\$652,345	\$668,710	\$668,710

SINKING & DEBT SERVICE FUNDS

		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Final 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	Final Approval
C-4					
C-4.1	Beginning Balance in Reserve Account (end of previous year)	\$3,918,413	\$3,965,704	\$4,020,704	\$4,020,704
C-4.2	Date of Reserve Approval in Minutes:				
C-4.3	Amount to be added to the reserve	\$47,291	\$55,000	\$93,950	\$93,950
C-4.4	Date of Reserve Approval in Minutes:				
C-4.5	SUB-TOTAL	\$3,965,704	\$4,020,704	\$4,114,654	\$4,114,654
C-4.6	Identify the amount and project to be spent				
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	\$3,965,704	\$4,020,704	\$4,114,654	\$4,114,654

BOND FUNDS

		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Final 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	\$0	\$0	\$0

