

Amended Budget

Powder River Conservation District	
Budget Hearing Information	
350 Nolan Avenue	Location: PRCD Office
Kaycee, WY 82639	Date: 7/19/2019
307-738-2321	Time: 6:30 PM
Johnson County	Budget Prepared by: Anita Bartlett

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

Once again the PRCD will focus on their normal projects. Those projects include: local cost share programs to promote conservation practices such as stock water development, fencing, irrigation improvements, and tree plantings; conservation and natural resource education programs will be offered through workshops with the general public and our Ag in the Classroom activities which are done with the Kaycee Schools; Trees, rain barrels, composters, weed barrier, drip irrigation parts, irrigation dam material, and recycling bins will continue to be offered to the public; the district also provides/participates in several events throughout 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. This year the district has set aside some funds to continue some general maintenance in the HJP EWP project.

S-B RESERVE DESCRIPTION

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 administrative cost to continue to fund the district as they find other avenues of funding. 3. The PRCD will hold \$5,000 in capital reserves.

S-C

Names of Board Members	Date of End of Term
William Jones	2020
Kevin Lund	2022
Dan Mahoney	2022
George Renkert	2020
Wade Curuchet	2020

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

If Yes, enter

Address of office: 350 Nolan Avenue

City, State, Zip: Kaycee, WY 82639

Phone Number: 307-738-2321

Hours Open: 7:30am-Noon & 12:30-4:00 PM M-F

Where are the minutes of your board meeting available for public review?
 The PRCD District Office and the Johnson County Website

How and where are the notices of meeting posted for the public?
 They are posted/published in the Kaycee Community Voice

Where are the public meetings held?
 At the PRCD Office

AMENDED BUDGET SUMMARY

OVERVIEW		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Final Approval
S-1	Total Budgeted Expenditures	\$928,031	\$222,936	\$219,151	\$219,151
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	\$1,082,199	\$350,341	\$269,571	\$286,232
S-5	Amount requested from County Commissioners	\$124,905	\$151,601	\$122,000	\$138,661
S-6	Additional Funding Needed :			\$0	\$0

REVENUE SUMMARY		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Final Approval
S-7	Operating Revenues	\$3,733	\$4,212	\$4,150	\$4,150
S-8	Tax levy (From the County Treasurer)	\$124,905	\$151,601	\$122,000	\$138,661
S-9	Government Support	\$10,102	\$10,824	\$11,649	\$11,649
S-10	Grants	\$0	\$0	\$0	\$0
S-11	Other County Support (Not from Co. Treas.)	\$0	\$0	\$0	\$0
S-12	Miscellaneous	\$913	\$2,317	\$2,550	\$2,550
S-13	Other Forecasted Revenue	\$767,136	\$5,976	\$0	\$0

S-14	Total Revenue	\$906,788	\$174,930	\$140,349	\$157,010
FY 7/1/19-6/30/20		Powder River 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	\$64,477	\$75,927	\$73,766	\$73,766
S-18	Operations	\$847,550	\$129,842	\$127,100	\$127,100
S-19	Indirect Costs	\$16,004	\$17,167	\$18,285	\$18,285
S-20R	Expenditures paid by Reserves	\$0	\$0	\$0	\$0
S-20	Total Expenditures	\$928,031	\$222,936	\$219,151	\$219,151

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	\$175,411	\$175,411	\$129,222	\$129,222

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	\$700,000	\$700,000	\$700,000	\$700,000
S-26	c. Emergency Reserve (Cash)	\$0	\$0	\$0	\$0
	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 **8/13/19**

DISTRICT ADDRESS: 350 Nolan Avenue
Kaycee, WY 82639

PREPARED BY: Anita Bartlett

DISTRICT PHONE: 307-738-2321

Amended Budget

Powder River Conservation District
 NAME OF DISTRICT/BOARD

FYE 6/30/2020

PROPERTY TAXES AND ASSESSMENTS

		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Final Approval
R-1	Property Taxes and Assessments Received				
R-1.1	Tax Levy (From the County Treasurer)	\$124,905	\$151,601	\$122,000	\$138,661
R-1.2	Other County Support				

FORECASTED REVENUE

		2017-2018 Actual	2018-2019 Estimated	2019-2020 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) <u>Lab Funds</u>	\$1,278	\$2,000	\$2,826	\$2,826
R-2.5	Total Government Support	\$10,102	\$10,824	\$11,649	\$11,649
R-3	Operating Revenues				
R-3.1	Customer Charges	\$1,360	\$1,400	\$1,400	\$1,400
R-3.2	Sales of Goods or Services	\$2,242	\$2,500	\$2,500	\$2,500
R-3.3	Other Assessments	\$130	\$312	\$250	\$250
R-3.4	Total Operating Revenues	\$3,733	\$4,212	\$4,150	\$4,150
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	\$692	\$2,107	\$2,300	\$2,300
R-5.2	Other: Specify <u>Misc</u>	\$220	\$210	\$250	\$250
R-5.3	Other: Additional				
R-5.4	Total Miscellaneous	\$913	\$2,317	\$2,550	\$2,550
R-5.5	Total Forecasted Revenue	\$14,747	\$17,353	\$18,349	\$18,349
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	<u>NRCS-EWP</u>	\$767,136	\$0	\$0	
R-6.4	<u>Motor Behicle Fees</u>		\$5,976		
R-6.5					
R-6.6	Total Other Forecasted Revenue (a+b)	\$767,136	\$5,976	\$0	\$0

Amended Budget

Powder River 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	\$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

		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Final Approval
E-2	Personnel Services				
E-2.1	Administrator	\$42,221	\$46,179	\$48,676	\$48,676
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	\$11	\$400	\$400	\$400
E-3.2	Mileage	\$533	\$1,000	\$1,000	\$1,000
E-3.3	Other (Specify)				
E-3.4	_____				
E-3.5	_____				
E-3.6	_____				
E-4	Contractual Services				
E-4.1	Legal	\$500	\$2,500	\$2,500	\$2,500
E-4.2	Accounting/Auditing	\$5,000	\$5,000	\$3,000	\$3,000
E-4.3	Other (Specify)				
E-4.4	Advertising	\$140	\$600	\$600	\$600
E-4.5	Website	\$240	\$240	\$240	\$240
E-4.6	_____				
E-5	Other Administrative Expenses				
E-5.1	Office Supplies	\$2,121	\$2,500	\$2,500	\$2,500
E-5.2	Office equipment, rent & repair	\$699	\$408	\$100	\$100
E-5.3	Education	\$0	\$100	\$250	\$250
E-5.4	Registrations	\$11,537	\$15,000	\$12,500	\$12,500
E-5.5	Other (Specify)				
E-5.6	Postage	\$640	\$1,000	\$1,000	\$1,000
E-5.7	Misc	\$835	\$1,000	\$1,000	\$1,000
E-5.8	_____				
E-6	TOTAL ADMINISTRATION	\$64,477	\$75,927	\$73,766	\$73,766

Amended Budget

Powder River 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		\$2,692	\$2,800	\$2,500	\$2,500
E-8.2	Other (Specify)					
E-8.3	meals		\$228	\$350	\$350	\$350
E-8.4	Room		\$498	\$850	\$850	\$850
E-8.5						
E-9	Operating supplies (List)					
E-9.1	Sales		\$3,485	\$7,500	\$7,500	\$7,500
E-9.2						
E-9.3						
E-9.4						
E-9.5						
E-10	Program Services (List)					
E-10.1	Cost Share		\$17,813	\$85,000	\$85,000	\$85,000
E-10.2	Stock Trail		\$130	\$3,542	\$3,395	\$3,395
E-10.3	Water Quality		\$4,343	\$5,000	\$2,500	\$2,500
E-10.4	District Projects		\$1,752	\$3,500	\$3,500	\$3,500
E-10.5						
E-11	Contractual Arrangements (List)					
E-11.1	Janitorial		\$3,000	\$3,000	\$3,000	\$3,000
E-11.2	Rent		\$5,316	\$5,305	\$5,305	\$5,305
E-11.3	Elections		\$0	\$895	\$0	
E-11.4	EWP		\$802,110	\$5,000	\$5,000	\$5,000
E-11.5						
E-12	Other operations (Specify)					
E-12.1	Meetings		\$814	\$2,000	\$3,000	\$3,000
E-12.2	Sales Tax		\$210	\$400	\$500	\$500
E-12.3	Utilities		\$3,365	\$3,700	\$3,700	\$3,700
E-12.4	Public Education		\$1,793	\$1,000	\$1,000	\$1,000
E-12.5						
E-13	TOTAL OPERATIONS		\$847,550	\$129,842	\$127,100	\$127,100

Amended Budget

Powder River 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	\$500	\$544	\$544	\$544
E-14.2	Buildings and vehicles				
E-14.3	Equipment				
E-14.4	Other (Specify)				
E-14.5	<u>Bond</u>	\$307	\$307	\$307	\$307
E-14.6	_____				
E-14.7	_____				
E-15 Indirect payroll costs:					
E-15.1	FICA (Social Security) taxes	\$3,227	\$3,500	\$3,750	\$3,750
E-15.2	Workers Compensation				
E-15.3	Unemployment Taxes	\$1,248	\$1,500	\$1,750	\$1,750
E-15.4	Retirement	\$2,109	\$2,309	\$2,434	\$2,434
E-15.5	Health Insurance	\$8,614	\$9,007	\$9,500	\$9,500
E-15.6	Other (Specify)				
E-15.7	_____				
E-15.8	_____				
E-15.9	_____				
E-17 TOTAL INDIRECT COSTS		\$16,004	\$17,167	\$18,285	\$18,285

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

Amended Budget

Powder River Conservation District

FYE 6/30/2020

NAME OF DISTRICT/BOARD

GENERAL FUNDS

		End of Year	Beginning	Beginning	
		2017-2018	2018-2019	2019-2020	Final Approval
		Actual	Estimated	Proposed	
C-1	Balances at Beginning of Fiscal Year				
C-1.1	General Fund Checking Account Balance	\$87,705	\$87,705	\$64,610	\$64,610
C-1.2	Savings and Investments Account Balance	\$87,706	\$87,706	\$64,612	\$64,612
C-1.3	General Fund CD Balance		\$0		
C-1.4	All Other Funds		\$0		
C-1.5	Reserves (From Below)	\$705,000	\$705,000	\$705,000	\$705,000
C-1.6	Total Estimated Cash and Investments on Hand	\$880,411	\$880,411	\$834,222	\$834,222
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	\$175,411	\$175,411	\$129,222	\$129,222

SINKING & DEBT SERVICE FUNDS

		2017-2018	2018-2019	2019-2020	Final Approval
		Actual	Estimated	Proposed	
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	<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	\$5,000	\$5,000	\$5,000	\$5,000
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	<i>Date of Reserve Approval in Minutes:</i>				
C-3.11	TOTAL CAPITAL OUTLAY (a+b+c)	\$0	\$0	\$0	\$0
C-3.12	Balance to be retained	\$5,000	\$5,000	\$5,000	\$5,000

RESERVES

		2017-2018	2018-2019	2019-2020	Final Approval
		Actual	Estimated	Proposed	
C-4					
C-4.1	Beginning Balance in Reserve Account (end of previous year)	\$700,000	\$700,000	\$700,000	\$700,000
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	\$700,000	\$700,000	\$700,000	\$700,000
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	<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	Balance to be retained	\$700,000	\$700,000	\$700,000	\$700,000

BOND FUNDS

		2017-2018	2018-2019	2019-2020	Final Approval
		Actual	Estimated	Proposed	
C-5					
C-5.1	Beginning Balance in Reserve Account (end of previous year)		\$0	\$0	
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	Identify the amount and project to be spent				
C-5.7	<i>Date of Reserve Approval in Minutes:</i>				
C-5.8	Balance to be retained	\$0	\$0	\$0	\$0
C-5.9	TOTAL TO BE SPENT	\$0	\$0	\$0	\$0