

Proposed Budget

South Big Horn Conservation District	
Budget Hearing Information	
408 Greybull Ave.	Location: Farm Service Center
Greybull, Wy 82426	Date: 7/25/2016
307-765-2483 Ext. 103	Time: 7:00 p.m.
Big Horn	Budget Prepared by: Jan Johnson

S-1 BUDGET MESSAGE W.S. 16-4-104(d)

The South Big Horn Conservation District will continue their role in the "locally led" conservation effort. Efforts will continue to protect and enhance the County's water quality and quantity. Watershed planning efforts will continue within the prioritized watershed identified by the TMDL. The District will continue to support the development of wildlife and wetland habitat. Partnerships will continue to be developed and maintained to provide opportunities to landowners and users within the District. Information and education programs will be made available as they pertain to resource management. The Tree Program will continue to be offered for conservation purposes. The mission statement that was developed for the District will govern the District's direction in the coming year.

PROPOSED BUDGET SUMMARY

OVERVIEW	2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Pending Approval
S-1 Total Budgeted Expenditures	\$127,424	\$106,612	\$95,590	\$95,590
S-2 Total Principal to Pay on Debt	\$0	\$0	\$0	\$0
S-3 Total to be added to Restricted Funds	\$0	\$0	\$0	\$0
S-4 Total General Fund and Forecasted Revenues	\$86,406	\$70,735	\$99,602	\$96,902
S-5 Amount requested from County Commissioners	\$60,602	\$60,602	\$60,602	\$60,602
S-6 Additional Funding Needed :			\$0	\$0

South Big Horn Conservation District

REVENUE SUMMARY	2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Pending Approval
S-7 Operating Revenues	\$110	\$120	\$120	\$120
S-8 Tax levy (From the County Treasurer)	\$60,602	\$60,602	\$60,602	\$60,602
S-9 Government Support	\$0	\$0	\$0	\$0
S-10 Grants	\$68,823	\$37,508	\$35,765	\$35,765
S-11 Other County Support (Not from Co. Treas.)	\$0	\$0	\$0	\$0
S-12 Miscellaneous	\$2,748	\$4,060	\$3,115	\$415
S-13 Other Forecasted Revenue	\$14,725	\$29,047	\$0	\$0
S-14 Total Revenue	\$147,008	\$131,337	\$99,602	\$96,902

EXPENDITURE SUMMARY		2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Pending Approval
S-15	Capital Outlay	\$0	\$0	\$1,500	\$1,500
S-16	Interest and Fees On Debt	\$0	\$0	\$0	\$0
S-17	Administration	\$78,402	\$81,915	\$50,905	\$50,905
S-18	Operations	\$21,164	\$23,350	\$17,645	\$17,645
S-19	Indirect Costs	\$26,333	\$27,125	\$25,540	\$25,540
S-20	Total Expenditures	\$125,899	\$132,390	\$95,590	\$95,590

DEBT SUMMARY		2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Pending Approval
S-21	Principal Paid on Debt	\$0	\$0	\$0	\$0

CASH AND INVESTMENTS		2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Pending Approval
S-22	TOTAL GENERAL FUNDS	\$0	\$0	\$0	\$0

Summary of Reserve Funds

S-23	Beginning Balance in Reserve Accounts	\$115,261	\$115,261	\$118,830	
S-24	a. Depreciation Reserve	\$0	\$0	\$0	\$0
S-25	b. Other Reserve	\$0	\$0	\$0	\$0
S-26	c. Emergency Reserve (Cash)	\$0	\$0	\$0	\$0
	Total Reserves (a+b+c)	\$115,261	\$115,261	\$118,830	\$0
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	\$115,261	\$115,261	\$118,830	\$0
S-32	Less Total to be spent	\$0	\$0	\$0	\$0
S-33	TOTAL RESERVES AT END OF FISCAL YEAR	\$115,261	\$115,261	\$118,830	\$0

End of Summary

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

Date adopted by Special District _____

DISTRICT ADDRESS: 408 Greybull Ave.
Greybull, Wy 82426

PREPARED BY: Jan Johnson

DISTRICT PHONE: 307-765-2483 Ext. 103

Prepared in compliance with the Uniform Municipal Fiscal Procedures Act (W.S. 16-4-101 through 124) as it applies.

Form approved by Wyoming Department of Audit, Public Funds Division

Proposed Budget

South Big Horn Conservation District

FYE 6/30/2017

NAME OF DISTRICT/BOARD

PROPERTY TAXES AND ASSESSMENTS

		2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Pending Approval
R-1	Property Taxes and Assessments Received				
R-1.1	Tax Levy (From the County Treasurer)	\$60,602	\$56,000	\$60,602	\$60,602
R-1.2	Other County Support				

FORECASTED REVENUE

		2014-2015 Actual	2015-2016 Estimated	2016-2017 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	\$110	\$120	\$120	\$120
R-3.2	Sales of Goods or Services				
R-3.3	Other Assessments				
R-3.4	Total Operating Revenues	\$110	\$120	\$120	\$120
R-4	Grants				
R-4.1	Direct Federal Grants				
R-4.2	Federal Grants thru State Agencies				
R-4.3	Grants from State Agencies	\$68,823	\$37,508	\$35,765	\$35,765
R-4.4	Total Grants	\$68,823	\$37,508	\$35,765	\$35,765
R-5	Miscellaneous Revenue				
R-5.1	Interest			\$415	\$415
R-5.2	Other: Specify				
R-5.3	Other: See Additional	\$2,500	\$3,800	\$2,700	
R-5.4	Total Miscellaneous	\$2,500	\$3,800	\$3,115	\$415
R-5.5	Total Forecasted Revenue	\$71,433	\$41,428	\$39,000	\$36,300
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

South Big Horn Conservation District
 NAME OF DISTRICT/BOARD

FYE 6/30/2017

CAPITAL OUTLAY BUDGET

		2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Pending Approval
E-1	Capital Outlay				
E-1.1	Real Property				
E-1.2	Vehicles				
E-1.3	Office Equipment	\$475	\$500	\$1,500	\$1,500
E-1.4	Other (Specify)				
E-1.5	_____				
E-1.6	_____				
E-1.7					
E-1.8	TOTAL CAPITAL OUTLAY	\$475	\$500	\$1,500	\$1,500

ADMINISTRATION BUDGET

		2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Pending Approval
E-2	Personnel Services				
E-2.1	Administrator	\$38,340	\$40,960	\$38,400	\$38,400
E-2.2	Secretary				
E-2.3	Clerical				
E-2.4	Other (Specify)				
E-2.5	Lodging & Misc.	\$523	\$600	\$600	\$600
E-2.6	_____				
E-2.7					
E-3	Board Expenses				
E-3.1	Travel				
E-3.2	Mileage	\$1,433	\$1,475	\$2,200	\$2,200
E-3.3	Other (Specify)				
E-3.4	Convention	\$646	\$900	\$900	\$900
E-3.5	Meetings	\$450	\$600	\$600	\$600
E-3.6					
E-4	Contractual Services				
E-4.1	Legal				
E-4.2	Accounting/Auditing	\$200	\$200	\$200	\$200
E-4.3	Other (Specify)				
E-4.4	Dry Creek	\$30,000	\$30,000		
E-4.5	_____				
E-4.6					
E-5	Other Administrative Expenses				
E-5.1	Office Supplies	\$485	\$575	\$1,200	\$1,200
E-5.2	Office equipment, rent & repair	\$550	\$830	\$830	\$830
E-5.3	Education	\$500	\$500	\$500	\$500
E-5.4	Registrations				
E-5.5	Other (Specify)				
E-5.6	Postage	\$800	\$800	\$1,000	\$1,000
E-5.7	Dues:WACDNACD	\$4,475	\$4,475	\$4,475	\$4,475
E-5.8					
E-6	TOTAL ADMINISTRATION	\$78,402	\$81,915	\$50,905	\$50,905

Proposed Budget

South Big Horn Conservation District

FYE 6/30/2017

OPERATIONS BUDGET

			2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Pending Approval
E-7	Personnel Services					
E-7.1	Wages--Operations					
E-7.2	Service Contracts					
E-7.3	Other (Specify)					
E-7.4	Water Monitoring		\$5,096	\$6,000	\$3,000	\$3,000
E-7.5						
E-7.6						
E-8	Travel					
E-8.1	Mileage		\$525	\$600	\$1,000	\$1,000
E-8.2	Other (Specify)					
E-8.3	Special Meeting		\$587	\$500	\$600	\$600
E-8.4	Programs & Education		\$500	\$575	\$575	\$575
E-8.5						
E-9	Operating supplies (List)					
E-9.1	Petty Cash		\$150	\$150	\$0	
E-9.2			\$140	\$150		
E-9.3	Bank Expenses		\$75	\$75	\$20	\$20
E-9.4	Supplies & Repairs		\$4,600	\$5,000	\$5,000	\$5,000
E-9.5						
E-10	Program Services (List)					
E-10.1	Tree Program		\$3,200	\$3,800	\$3,300	\$3,300
E-10.2	Newspaper Subscriptions		\$241	\$250	\$250	\$250
E-10.3	Nursery License		\$25	\$25	\$25	\$25
E-10.4						
E-10.5						
E-11	Contractual Arrangements (List)					
E-11.1	Consultant Fee		\$1,942	\$2,000	\$1,000	\$1,000
E-11.2	Litigation		\$1,000	\$1,000	\$500	\$500
E-11.3	Shell WID Election		\$375	\$400	\$500	\$500
E-11.4						
E-11.5						
E-12	Other operations (Specify)					
E-12.1	Sales		\$352	\$400	\$400	\$400
E-12.2	Election Expenses		\$951	\$975	\$975	\$975
E-12.3						
E-12.4	Sage Grouse Initiative		\$500	\$500	\$500	\$500
E-12.5						
E-13	TOTAL OPERATIONS		\$20,259	\$22,400	\$17,645	\$17,645

Proposed Budget

South Big Horn Conservation District

FYE 6/30/2017

INDIRECT COSTS BUDGET

			2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Pending Approval
E-14	Insurance					
E-14.1	Liability		\$340	\$340	\$340	\$340
E-14.2	Buildings and vehicles					
E-14.3	Equipment					
E-14.4	Other (Specify)					
E-14.5	<u>LGLP</u>		\$572	\$650	\$650	\$650
E-14.6	<u>Security Bond</u>		\$225	\$250	\$340	\$340
E-14.7						
E-15	Indirect payroll costs:					
E-15.1	FICA (Social Security) taxes		\$15,925	\$16,250	\$16,250	\$16,250
E-15.2	Workers Compensation		\$1,100	\$1,150	\$1,200	\$1,200
E-15.3	Unemployment Taxes		\$274	\$285	\$260	\$260
E-15.4	Retirement		\$7,897	\$8,200	\$6,500	\$6,500
E-15.5	Health Insurance					
E-15.6	Other (Specify)					
E-15.7						
E-15.8						
E-15.9						
E-16	Depreciation Expenses					
E-17	TOTAL INDIRECT COSTS		\$26,333	\$27,125	\$25,540	\$25,540

DEBT SERVICE BUDGET

			2014-2015 Actual	2015-2016 Estimated	2016-2017 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

South Big Horn Conservation District
NAME OF DISTRICT/BOARD _____

FYE 6/30/2017

GENERAL FUNDS

		2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Pending Approval
C-1	Balances at End of Fiscal Year				
C-1.1	General Fund Checking Account Balance				
C-1.2	Savings and Investments Account Balance				
C-1.3	General Fund CD Balance				
C-1.4	All Other Funds				
C-1.5	Reserves (From Below)	\$115,261	\$115,261	\$118,830	\$0
C-1.6	Total Estimated Cash and Investments on Hand	\$115,261	\$115,261	\$118,830	\$0
C-2	General Fund Reductions:				
C-2.1	a. Unpaid bills at FYE				
C-2.2	b. Reserves	\$115,261	\$115,261	\$118,830	\$0
C-2.3	Total Deductions (a+b)	\$115,261	\$115,261	\$118,830	\$0
C-2.4	Estimated Non-Restricted Funds Available	\$0	\$0	\$0	\$0

DEPRECIATION RESERVE (CAPITAL OUTLAY - REPLACEMENT)

		2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Pending Approval
C-3					
C-3.1	Balance in Reserve Account, end of previous fiscal year.				
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	\$0	\$0	\$0	\$0
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	<i>Date of Reserve Approval in Minutes:</i> _____				
C-3.11	TOTAL CAPITAL OUTLAY (a+b+c)	\$0	\$0	\$0	\$0
C-3.12	Account (Line 3 - Line 5)	\$0	\$0	\$0	\$0

OTHER RESTRICTED FUND BALANCES - RESERVE (LEGALLY ENFORCED)

		2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Pending Approval
C-4					
C-4.1	Balance in Reserve Account, beginning of budget year				
C-4.2	<i>Date of Reserve Approval in Minutes:</i> _____				
C-4.3	Amount to be added to the reserve	\$0	\$0	\$0	
C-4.4	<i>Date of Reserve Approval in Minutes:</i> _____				
C-4.5	SUB-TOTAL	\$0	\$0	\$0	\$0
C-4.6	"Other Reserves"				
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	9 - Line 11)	\$0	\$0	\$0	\$0

ASSIGNED FUND BALANCE (EMERGENCY RESERVE - NOT COMMITTED)

		2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Pending Approval
C-5					
C-5.1	Balance in Reserve Account, beginning of budget year				
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	Amount to be spent from Emergency Reserve (Cash)				
C-5.7	<i>Date of Reserve Approval in Minutes:</i> _____				
C-5.8	Balance to be retained in Assigned Fund Balance	\$0	\$0	\$0	\$0
C-5.9	TOTAL TO BE SPENT	\$0	\$0	\$0	\$0