

Final Budget

Medicine Bow Conservation District	
Budget Hearing Information	
PO Box 6	Location: 510 Utah Street
Medicine Bow, WY 82329	Date: 7/12/2016
307-379-2221	Time: 4:00 p.m.
Carbon	Budget Prepared by: Joan McGraw

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

The Medicine Bow Conservation District will operate normally as written in the Long Range Plan. Some items have changed since last year's budget. The district has one employee now and possibly a part-time summer employee so that salary has dropped considerably. The money from salary will be put in our working reserves account to go towards special projects. The balance in our working reserves will be used to several months of operating costs in case of an emergency.

FINAL BUDGET SUMMARY

OVERVIEW	2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Final Approval
S-1 Total Budgeted Expenditures	\$176,793	\$188,008	\$102,607	\$102,607
S-2 Total Principal to Pay on Debt	\$0	\$0	\$0	\$0
S-3 Total Change to Restricted Funds	\$0	\$0	\$15,000	\$15,000
S-4 Total General Fund and Forecasted Revenues	\$292,118	\$291,250	\$281,016	\$245,266
S-5 Amount requested from County Commissioners	\$72,058	\$65,000	\$55,000	\$55,000
S-6 Additional Funding Needed :			\$0	\$0

REVENUE SUMMARY	2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Final Approval
S-7 Operating Revenues	\$0	\$0	\$0	\$0
S-8 Tax levy (From the County Treasurer)	\$72,058	\$65,000	\$55,000	\$55,000
S-9 Government Support	\$12,133	\$10,957	\$10,766	\$10,766
S-10 Grants	\$55,439	\$57,024	\$27,800	\$0
S-11 Other County Support (Not from Co. Treas.)	\$0	\$0	\$0	\$0
S-12 Miscellaneous	\$285	\$500	\$2,300	\$500
S-13 Other Forecasted Revenue	\$6,360	\$10,029	\$25,150	\$19,000
S-14 Total Revenue	\$146,275	\$143,510	\$121,016	\$85,266

EXPENDITURE SUMMARY		2014-2015 Actual	2015-2016 Estimated	2016-2017 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	\$8,729	\$5,676	\$11,800	\$11,800
S-18	Operations	\$158,301	\$174,702	\$84,557	\$84,557
S-19	Indirect Costs	\$9,763	\$7,629	\$6,250	\$6,250
S-20	Total Expenditures	\$176,793	\$188,008	\$102,607	\$102,607

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

CASH AND INVESTMENTS		2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Final Approval
S-22	TOTAL GENERAL FUNDS	\$145,843	\$147,740	\$160,000	\$160,000

Summary of Reserve Funds

S-23	Beginning Balance in Reserve Accounts				
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)	\$0	\$0	\$0	\$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	\$15,000	\$15,000
	Total to be added (a+b+c)	\$0	\$0	\$15,000	\$15,000
S-31	Subtotal	\$0	\$0	\$15,000	\$15,000
S-32	Less Total to be spent	\$0	\$0	\$0	\$0
S-33	TOTAL RESERVES AT END OF FISCAL YEAR	\$0	\$0	\$15,000	\$15,000

End of Summary

Oliver W. Little Treasurer
Budget Officer / District Official (if not same as "Submitted by")

Date adopted by Special District 7/15/2016

Joan McGraw District Manager

DISTRICT ADDRESS: PO Box 6
Medicine Bow, WY 82329

PREPARED BY: Joan McGraw

DISTRICT PHONE: 307-379-2221

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

Final Budget

Medicine Bow Conservation District
 NAME OF DISTRICT/BOARD

FYE 6/30/2017

PROPERTY TAXES AND ASSESSMENTS

		2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Final Approval
R-1	Property Taxes and Assessments Received				
R-1.1	Tax Levy (From the County Treasurer)	\$72,058	\$65,000	\$55,000	\$55,000
R-1.2	Other County Support				

FORECASTED REVENUE

		2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Final Approval
R-2	Revenues from Other Governments				
R-2.1	State Aid	\$8,824	\$8,825	\$8,825	\$8,825
R-2.2	Additional County Aid (non-treasurer)				
R-2.3	City (or Town) Aid				
R-2.4	Other (Specify) <u>Water Quality Lab</u>	\$3,309	\$2,132	\$1,941	\$1,941
R-2.5	Total Government Support	\$12,133	\$10,957	\$10,766	\$10,766
R-3	Operating Revenues				
R-3.1	Customer Charges				
R-3.2	Sales of Goods or Services				
R-3.3	Other Assessments				
R-3.4	Total Operating Revenues	\$0	\$0	\$0	\$0
R-4	Grants				
R-4.1	Direct Federal Grants	\$55,439	\$57,024	\$27,800	
R-4.2	Federal Grants thru State Agencies				
R-4.3	Grants from State Agencies				
R-4.4	Total Grants	\$55,439	\$57,024	\$27,800	\$0
R-5	Miscellaneous Revenue				
R-5.1	Interest	\$285	\$300	\$300	\$300
R-5.2	Other: Specify <u>Sales Tax</u>		\$200	\$200	\$200
R-5.3	Other: See Additional			\$1,800	
R-5.4	Total Miscellaneous	\$285	\$500	\$2,300	\$500
R-5.5	Total Forecasted Revenue	\$67,857	\$68,481	\$40,866	\$11,266
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>Tree Sales/Tire Tanks</u>	\$6,360	\$1,164	\$9,000	\$9,000
R-6.4	<u>Program Salary</u>	\$0	\$7,000	\$10,000	\$10,000
R-6.5	<u>See Additional Details</u>		\$1,865	\$6,150	
R-6.6	Total Other Forecasted Revenue (a+b) with additional details	\$6,360	\$10,029	\$25,150	\$19,000

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Medicine Bow Conservation District

FYE 6/30/2017

NAME OF DISTRICT/BOARD

CAPITAL OUTLAY BUDGET

		2014-2015 Actual	2015-2016 Estimated	2016-2017 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

		2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Final Approval
E-2	Personnel Services				
E-2.1	Administrator				
E-2.2	Secretary				
E-2.3	Clerical				
E-2.4	Other (Specify)				
E-2.5	Administrator Assistant				
E-2.6	_____				
E-2.7	_____				
E-3	Board Expenses				
E-3.1	Travel				
E-3.2	Mileage	\$2,333	\$2,301	\$3,000	\$3,000
E-3.3	Other (Specify)				
E-3.4	Conventions/Meetings	\$2,837	\$1,789	\$3,000	\$3,000
E-3.5	_____				
E-3.6	_____				
E-4	Contractual Services				
E-4.1	Legal				
E-4.2	Accounting/Auditing				
E-4.3	Other (Specify)				
E-4.4	_____				
E-4.5	_____				
E-4.6	_____				
E-5	Other Administrative Expenses				
E-5.1	Office Supplies	\$1,090	\$550	\$750	\$750
E-5.2	Office equipment, rent & repair	\$848	\$36	\$100	\$100
E-5.3	Education	\$1,621	\$1,000	\$1,000	\$1,000
E-5.4	Registrations				
E-5.5	Other (Specify)				
E-5.6	Memorial Donation			\$3,600	\$3,600
E-5.7	Administrative Incentives			\$350	\$350
E-5.8	_____				
E-6	TOTAL ADMINISTRATION	\$8,729	\$5,676	\$11,800	\$11,800

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OPERATIONS BUDGET

			2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Final Approval
E-7	Personnel Services					
E-7.1	Wages--Operations		\$40,000	\$36,000	\$34,000	\$34,000
E-7.2	Service Contracts		\$250	\$100	\$4,600	\$4,600
E-7.3	Other (Specify)					
E-7.4	Program Salary		\$27,775	\$9,807	\$0	
E-7.5						
E-7.6						
E-8	Travel					
E-8.1	Mileage		\$3,036	\$1,242	\$1,750	\$1,750
E-8.2	Other (Specify)					
E-8.3						
E-8.4						
E-8.5						
E-9	Operating supplies (List)					
E-9.1	Tire Tanks		\$8,000			
E-9.2						
E-9.3						
E-9.4						
E-9.5						
E-10	Program Services (List)					
E-10.1	Education Costs		\$4,548	\$4,285	\$8,915	\$8,915
E-10.2	Trees		\$2,695	\$1,803	\$925	\$925
E-10.3	Water		\$3,309	\$2,066	\$2,132	\$2,132
E-10.4	Grants-Range		\$55,439	\$108,380	\$20,300	\$20,300
E-10.5						
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	Dues		\$5,157	\$5,685	\$5,685	\$5,685
E-12.2	Vehicle/Property Maintena		\$3,491	\$75	\$1,100	\$1,100
E-12.3	Overhead Costs		\$4,562	\$5,059	\$4,950	\$4,950
E-12.4	Sales Tax		\$39	\$200	\$200	\$200
E-12.5						
E-13	TOTAL OPERATIONS		\$158,301	\$174,702	\$84,557	\$84,557

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INDIRECT COSTS BUDGET

		2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Final Approval
E-14	Insurance				
E-14.1	Liability	\$1,319	\$1,325	\$1,325	\$1,325
E-14.2	Buildings and vehicles	\$1,448	\$1,500	\$1,500	\$1,500
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	\$5,299	\$3,600	\$2,600	\$2,600
E-15.2	Workers Compensation	\$1,411	\$1,099	\$700	\$700
E-15.3	Unemployment Taxes	\$286	\$105	\$125	\$125
E-15.4	Retirement				
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	\$9,763	\$7,629	\$6,250	\$6,250

DEBT SERVICE BUDGET

		2014-2015 Actual	2015-2016 Estimated	2016-2017 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

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FYE 6/30/2017

NAME OF DISTRICT/BOARD

GENERAL FUNDS

		2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Final Approval
C-1	Balances at Beginning of Fiscal Year				
C-1.1	General Fund Checking Account Balance	\$10,083	\$11,967	\$10,000	\$10,000
C-1.2	Savings and Investments Account Balance	\$135,760	\$135,774	\$150,000	\$150,000
C-1.3	General Fund CD Balance				
C-1.4	All Other Funds				
C-1.5	Reserves (From Below)	\$0	\$0	\$15,000	\$15,000
C-1.6	Total Estimated Cash and Investments on Hand	\$145,843	\$147,740	\$175,000	\$175,000
C-2	General Fund Reductions:				
C-2.1	a. Unpaid bills at FYE		\$5,000	\$5,000	\$5,000
C-2.2	b. Reserves	\$0	\$0	\$15,000	\$15,000
C-2.3	Total Deductions (a+b)	\$0	\$5,000	\$20,000	\$20,000
C-2.4	Estimated Non-Restricted Funds Available	\$145,843	\$142,740	\$155,000	\$155,000

DEPRECIATION RESERVE (CAPITAL OUTLAY - REPLACEMENT)

		2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Final Approval
C-3					
C-3.1	Beginning Balance in Reserve Account (end of previous year)				
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 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	\$0	\$0	\$0	\$0

OTHER RESTRICTED FUND BALANCES - RESERVE (LEGALLY ENFORCED)

		2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Final Approval
C-4					
C-4.1	Beginning Balance in Reserve Account (end of previous year)				
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	"Other Reserves"				
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)

		2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Final Approval
C-5					
C-5.1	Beginning Balance in Reserve Account (end of previous year)			\$0	
C-5.2	Date of Reserve Approval in Minutes: _____				
C-5.3	Amount to be added to the reserve			\$15,000	\$15,000
C-5.4	Date of Reserve Approval in Minutes: _____				
C-5.5	SUB-TOTAL	\$0	\$0	\$15,000	\$15,000
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	\$0	\$0	\$15,000	\$15,000
C-5.9	TOTAL TO BE SPENT	\$0	\$0	\$0	\$0

