

# Final Budget

<b>Hot Springs Conservation District</b>	
<small>Budget Hearing Information</small>	
601 Broadway, Suite A	<b>Location:</b> HSCD Office
Thermopolis, WY 82443	<b>Date:</b> 6/22/2020
307-864-3488	<b>Time:</b> 9:45 AM
Hot Springs County	<b>Budget Prepared by:</b> Dara Culp

<small>S-A</small>	<b>BUDGET MESSAGE</b>	<small>W.S. 16-4-104(d)</small>
Reserves held by the HSCD are for extreme lack of funding and may be utilized this fiscal year.		

<small>S-B</small>	<b>RESERVE DESCRIPTION</b>
We have a reserve account for emergencies in extreme lack of funding situations.	

S-C

Names of Board Members	Date of End of Term
James Andreen	12/1/21
Sonja Becker	12/1/21
Lee Campbell	12/1/21
Kevin Dickey	12/1/22
James Wilson	12/1/22

Does the district have regular office hours exceeding 20 hours per week?	<input type="checkbox"/> No

**If no above:** Are the records on file with the County Clerk as required by W.S. 16-12-303(c)?

	<input type="checkbox"/> Yes
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Where are the minutes of your board meeting available for public review?

Minutes are held in the HSCD office
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How and where are the notices of meeting posted for the public?

Chamber of Commerce website, our Facebook page and posted in public areas.
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Where are the public meetings held?

HSCD Office, 601 Broadway, Suite A
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## FINAL BUDGET SUMMARY

OVERVIEW		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval
S-1	<b>Total Budgeted Expenditures</b>	\$47,726	\$47,623	\$412,202	\$412,202
S-2	<b>Total Principal to Pay on Debt</b>	\$0	\$0	\$0	\$0
S-3	<b>Total Change to Restricted Funds</b>	\$0	\$222	\$0	\$0
S-4	<b>Total General Fund and Forecasted Revenues Available</b>	\$49,376	\$70,742	\$412,307	\$412,307
S-5	<i>Amount requested from County Commissioners</i>	\$10,000	\$10,000	\$10,000	\$10,000
S-6	<b>Additional Funding Needed :</b>			<b>\$0</b>	<b>\$0</b>

REVENUE SUMMARY		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval
S-7	<b>Operating Revenues</b>	\$3,244	\$1,000	\$1,000	\$1,000
S-8	<b>Tax levy (From the County Treasurer)</b>	\$10,000	\$10,000	\$10,000	\$10,000
S-9	<b>Government Support</b>	\$9,754	\$12,208	\$10,765	\$10,765
S-10	<b>Grants</b>	\$4,501	\$19,023	\$366,168	\$366,168
S-11	<b>Other County Support (Not from Co. Treas.)</b>	\$0	\$0	\$0	\$0
S-12	<b>Miscellaneous</b>	\$812	\$7,446	\$5,397	\$5,397
S-13	<b>Other Forecasted Revenue</b>	\$0	\$0	\$0	\$0

S-14	<b>Total Revenue</b>	\$28,311	\$49,677	\$393,330	\$393,330
FY 7/1/20-6/30/21		Hot Springs Conservation District			

EXPENDITURE SUMMARY		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval
S-15	<b>Capital Outlay</b>	\$13,282	\$0	\$0	\$0
S-16	<b>Interest and Fees On Debt</b>	\$0	\$0	\$0	\$0
S-17	<b>Administration</b>	\$33,944	\$15,553	\$29,100	\$29,100
S-18	<b>Operations</b>	\$0	\$29,294	\$379,499	\$379,499
S-19	<b>Indirect Costs</b>	\$500	\$2,776	\$3,603	\$3,603
S-20R	<b>Expenditures paid by Reserves</b>	\$0	\$0	\$0	\$0
S-20	<b>Total Expenditures</b>	\$47,726	\$47,623	\$412,202	\$412,202

DEBT SUMMARY		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval
S-21	<b>Principal Paid on Debt</b>	\$0	\$0	\$0	\$0

CASH AND INVESTMENTS		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval
S-22	<b>TOTAL GENERAL FUNDS</b>	\$21,065	\$21,065	\$18,977	\$18,977

**Summary of Reserve Funds**

S-23	<b>Beginning Balance in Reserve Accounts</b>				
S-24	a. Sinking and Debt Service Funds	\$0	\$0	\$0	\$0
S-25	b. Reserves	\$40,416	\$40,416	\$40,638	\$40,638
S-26	c. Bond Funds	\$0	\$0	\$0	\$0
	<b>Total Reserves (a+b+c)</b>	<b>\$40,416</b>	<b>\$40,416</b>	<b>\$40,638</b>	<b>\$40,638</b>
S-27	<b>Amount to be added</b>				
S-28	a. Sinking and Debt Service Funds	\$0	\$0	\$0	\$0
S-29	b. Reserves	\$0	\$222	\$0	\$0
S-30	c. Bond Funds	\$0	\$0	\$0	\$0
	<b>Total to be added (a+b+c)</b>	<b>\$0</b>	<b>\$222</b>	<b>\$0</b>	<b>\$0</b>
S-31	<b>Subtotal</b>	<b>\$40,416</b>	<b>\$40,638</b>	<b>\$40,638</b>	<b>\$40,638</b>
S-32	<b>Less Total to be spent</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
S-33	<b>TOTAL RESERVES AT END OF FISCAL YEAR</b>	<b>\$40,416</b>	<b>\$40,638</b>	<b>\$40,638</b>	<b>\$40,638</b>

*End of Summary*

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

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

**DISTRICT ADDRESS:** 601 Broadway, Suite A  
Thermopolis, WY 82443

**PREPARED BY:** Dara Culp

**DISTRICT PHONE:** 307-864-3488

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

1/23/19 Form approved by Wyoming Department of Audit, Public Funds Division

# Final Budget

Hot Springs Conservation District

FYE 6/30/2021

**NAME OF DISTRICT/BOARD** \_\_\_\_\_

<b>PROPERTY TAXES AND ASSESSMENTS</b>
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		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval
<b>R-1</b>	<b>Property Taxes and Assessments Received</b>				
R-1.1	Tax Levy (From the County Treasurer)	\$10,000	\$10,000	\$10,000	\$10,000
R-1.2	Other County Support				

<b>FORECASTED REVENUE</b>
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		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval
<b>R-2</b>	<b>Revenues from Other Governments</b>				
R-2.1	State Aid	\$8,824	\$8,785	\$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>	\$930	\$3,423	\$1,941	\$1,941
R-2.5	<b>Total Government Support</b>	\$9,754	\$12,208	\$10,765	\$10,765
<b>R-3</b>	<b>Operating Revenues</b>				
R-3.1	Customer Charges	\$2,000	\$1,000	\$1,000	\$1,000
R-3.2	Sales of Goods or Services	\$1,244	\$0	\$0	
R-3.3	Other Assessments				
R-3.4	<b>Total Operating Revenues</b>	\$3,244	\$1,000	\$1,000	\$1,000
<b>R-4</b>	<b>Grants</b>				
R-4.1	Direct Federal Grants				
R-4.2	Federal Grants thru State Agencies	\$0	\$0	\$174,000	\$174,000
R-4.3	Grants from State Agencies	\$4,501	\$19,023	\$192,168	\$192,168
R-4.4	<b>Total Grants</b>	\$4,501	\$19,023	\$366,168	\$366,168
<b>R-5</b>	<b>Miscellaneous Revenue</b>				
R-5.1	Interest	\$210	\$284	\$350	\$350
R-5.2	Other: Specify <u>SPECIAL PROJECTS INC</u>	\$602	\$6,162	\$4,047	\$4,047
R-5.3	Other: See Additional		\$1,000	\$1,000	\$1,000
R-5.4	<b>Total Miscellaneous</b>	\$812	\$7,446	\$5,397	\$5,397
R-5.5	<b>Total Forecasted Revenue</b>	\$18,311	\$39,677	\$383,330	\$383,330
<b>R-6</b>	<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>	\$0	\$0	\$0	\$0

# Final Budget

Hot Springs Conservation District

FYE 6/30/2021

**NAME OF DISTRICT/BOARD**

## CAPITAL OUTLAY BUDGET

		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval
<b>E-1</b>	<b>Capital Outlay</b>				
E-1.1	Real Property				
E-1.2	Vehicles				
E-1.3	Office Equipment	\$1,382			
E-1.4	Other (Specify)				
E-1.5	_____	\$11,900			
E-1.6	_____				
E-1.7	_____				
E-1.8	<b>TOTAL CAPITAL OUTLAY</b>	\$13,282	\$0	\$0	\$0

## ADMINISTRATION BUDGET

		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval
<b>E-2</b>	<b>Personnel Services</b>				
E-2.1	Administrator	\$7,793	\$13,728	\$25,000	\$25,000
E-2.2	Secretary				
E-2.3	Clerical				
E-2.4	Other (Specify)				
E-2.5	_____				
E-2.6	_____				
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				
E-4.2	Accounting/Auditing		\$1,000	\$2,000	\$2,000
E-4.3	Other (Specify)				
E-4.4	_____				
E-4.5	_____				
E-4.6	_____				
<b>E-5</b>	<b>Other Administrative Expenses</b>				
E-5.1	Office Supplies		\$452	\$1,000	\$1,000
E-5.2	Office equipment, rent & repair		\$373	\$1,000	\$1,000
E-5.3	Education		\$0	\$100	\$100
E-5.4	Registrations				
E-5.5	Other (Specify)				
E-5.6	OPERATIONS	\$26,151			
E-5.7	_____				
E-5.8	_____				
<b>E-6</b>	<b>TOTAL ADMINISTRATION</b>	\$33,944	\$15,553	\$29,100	\$29,100

# Final Budget

Hot Springs Conservation District

FYE 6/30/2021

## OPERATIONS BUDGET

		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval
<b>E-7</b>	<b>Personnel Services</b>				
E-7.1	Wages--Operations				
E-7.2	Service Contracts				
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		\$119	\$500	\$500
E-8.2	Other (Specify)				
E-8.3	TRAVEL		\$50	\$500	\$500
E-8.4	_____				
E-8.5					
<b>E-9</b>	<b>Operating supplies (List)</b>				
E-9.1	_____				
E-9.2	_____				
E-9.3	_____				
E-9.4	_____				
E-9.5					
<b>E-10</b>	<b>Program Services (List)</b>				
E-10.1	SPECIAL PROJECTS EX		\$6,162	\$6,290	\$6,290
E-10.2	ADVERTISING		\$86	\$300	\$300
E-10.3	OUTREACH		\$116	\$1,500	\$1,500
E-10.4	KIDS EDUCATION PROC		\$0	\$500	\$500
E-10.5					
<b>E-11</b>	<b>Contractual Arrangements (List)</b>				
E-11.1	319 GRANT EXPENSE		\$0	\$174,000	\$174,000
E-11.2	WY DOA GRANT EXPEN		\$19,023	\$192,168	\$192,168
E-11.3	_____				
E-11.4	_____				
E-11.5					
<b>E-12</b>	<b>Other operations (Specify)</b>				
E-12.1	REIMBURSABLE EXPEN		\$0	\$1,000	\$1,000
E-12.2	MEETING/WORKSHOP I		\$0	\$100	\$100
E-12.3	LAB FUNDS EXPENSE		\$3,422	\$1,941	\$1,941
E-12.4	MEMBERSHIPS/DUES		\$252	\$500	\$500
E-12.5	see additional details		\$64	\$200	\$200
<b>E-13</b>	<b>TOTAL OPERATIONS</b>	<b>\$0</b>	<b>\$29,294</b>	<b>\$379,499</b>	<b>\$379,499</b>

# Final Budget

Hot Springs Conservation District

FYE 6/30/2021

## INDIRECT COSTS BUDGET

		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval
<b>E-14</b>	<b>Insurance</b>				
E-14.1	Liability		\$200	\$200	\$200
E-14.2	Buildings and vehicles				
E-14.3	Equipment				
E-14.4	Other (Specify)				
E-14.5	<u>BONDS</u>		\$200	\$200	\$200
E-14.6	<u>FIRE</u>		\$159	\$160	\$160
E-14.7	see additional details	\$500	\$500	\$1,000	\$1,000
<b>E-15</b>	<b>Indirect payroll costs:</b>				
E-15.1	FICA (Social Security) taxes		\$1,609	\$1,913	\$1,913
E-15.2	Workers Compensation		\$72	\$85	\$85
E-15.3	Unemployment Taxes		\$36	\$45	\$45
E-15.4	Retirement				
E-15.5	Health Insurance				
E-15.6	Other (Specify)				
E-15.7	_____				
E-15.8	_____				
E-15.9	_____				
<b>E-17</b>	<b>TOTAL INDIRECT COSTS</b>	\$500	\$2,776	\$3,603	\$3,603

## DEBT SERVICE BUDGET

		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval
<b>D-1</b>	<b>Debt Service</b>				
D-1.1	Principal				
D-1.2	Interest				
D-1.3	Fees				
<b>D-2</b>	<b>TOTAL DEBT SERVICE</b>	\$0	\$0	\$0	\$0

# Final Budget

Hot Springs Conservation District  
**NAME OF DISTRICT/BOARD** \_\_\_\_\_

FYE 6/30/2021

## GENERAL FUNDS

		End of Year	Beginning	Beginning	
		2018-2019	2019-2020	2020-2021	Final Approval
		Actual	Estimated	Proposed	
<b>C-1</b>	<b>Balances at Beginning of Fiscal Year</b>				
C-1.1	General Fund Checking Account Balance	\$21,065	\$21,065	\$18,977	\$18,977
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)	\$40,416	\$40,416	\$40,638	\$40,638
C-1.6	<b>Total Estimated Cash and Investments on Hand</b>	<b>\$61,481</b>	<b>\$61,481</b>	<b>\$59,615</b>	<b>\$59,615</b>
<b>C-2</b>	<b>General Fund Reductions:</b>				
C-2.1	a. Unpaid bills at FYE				
C-2.2	b. Reserves	\$40,416	\$40,638	\$40,638	\$40,638
C-2.3	<b>Total Deductions (a+b)</b>	<b>\$40,416</b>	<b>\$40,638</b>	<b>\$40,638</b>	<b>\$40,638</b>
C-2.4	<b>Estimated Non-Restricted Funds Available</b>	<b>\$21,065</b>	<b>\$20,843</b>	<b>\$18,977</b>	<b>\$18,977</b>

## SINKING & DEBT SERVICE FUNDS

		2018-2019	2019-2020	2020-2021	Final Approval
		Actual	Estimated	Proposed	
<b>C-3</b>	<b>Beginning Balance in Reserve Account (end of previous year)</b>		\$0	\$0	
C-3.1	<i>Date of Reserve Approval in Minutes:</i> _____				
C-3.2	Amount to be added to the reserve				
C-3.3	<i>Date of Reserve Approval in Minutes:</i> _____				
C-3.4	<b>SUB-TOTAL</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
C-3.5	Identify the amount and project to be spent				
C-3.6	a. _____				
C-3.7	b. _____				
C-3.8	c. _____				
C-3.9	<i>Date of Reserve Approval in Minutes:</i> _____				
C-3.10	<b>TOTAL CAPITAL OUTLAY (a+b+c)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
C-3.11	Balance to be retained	\$0	\$0	\$0	\$0
C-3.12					

## RESERVES

		2018-2019	2019-2020	2020-2021	Final Approval
		Actual	Estimated	Proposed	
<b>C-4</b>	<b>Beginning Balance in Reserve Account (end of previous year)</b>	\$40,416	\$40,416	\$40,638	\$40,638
C-4.1	<i>Date of Reserve Approval in Minutes:</i> _____				
C-4.2	Amount to be added to the reserve		\$222		
C-4.3	<i>Date of Reserve Approval in Minutes:</i> _____				
C-4.4	<b>SUB-TOTAL</b>	<b>\$40,416</b>	<b>\$40,638</b>	<b>\$40,638</b>	<b>\$40,638</b>
C-4.5	Identify the amount and project to be spent				
C-4.6	a. _____				
C-4.7	b. _____				
C-4.8	c. _____				
C-4.9	<i>Date of Reserve Approval in Minutes:</i> _____				
C-4.10	<b>TOTAL OTHER RESERVE OUTLAY (a+b+c)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
C-4.11	Balance to be retained	\$40,416	\$40,638	\$40,638	\$40,638
C-4.12					

## BOND FUNDS

		2018-2019	2019-2020	2020-2021	Final Approval
		Actual	Estimated	Proposed	
<b>C-5</b>	<b>Beginning Balance in Reserve Account (end of previous year)</b>		\$0	\$0	
C-5.1	<i>Date of Reserve Approval in Minutes:</i> _____				
C-5.2	Amount to be added to the reserve				
C-5.3	<i>Date of Reserve Approval in Minutes:</i> _____				
C-5.4	<b>SUB-TOTAL</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
C-5.5	Identify the amount and project to be spent				
C-5.6	<i>Date of Reserve Approval in Minutes:</i> _____				
C-5.7	Balance to be retained	\$0	\$0	\$0	\$0
C-5.8					
C-5.9	<b>TOTAL TO BE SPENT</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

