

Proposed Budget

Community Center Joint Powers Board	
Budget Hearing Information	
1200 Culbertson Ave	Location: Worland Community Center Complex
Worland, WY, 82401	Date: 6/19/2019
307-347-8616	Time: 12pm
Washakie County	Budget Prepared by: Steven Hunt

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

Some factors in projecting our 2019-20 budget included some good and and not so good news. On the revenue side, the great news is our community voted to once again pass our local one cent sales tax for four more years. The bad news is we were asked to cut 3% off of our revenue share from the local penny tax to distribute to other organizations. Our small community continues to struggle with the closures of major and minor buisnesses which obviously contributes to the loss of local tax revenue. There is some hope for our future as a few new buisnesses have recently opened up and hopefully they can thrive in our local sluggish economy. Most of our revenue streams are projected to dip below what we have seen in the past, however, interest rates have been going up steadily so hopefully we shall continue to see that increase as long as we don't have to dip into our reserves. Our community events sales should continue to grow, especially after our first year of putting on a local gun show which turned out to be a big hit. Also new this year we have reached an MOU with our local recreational department to provide us funding to perform registering and other office services here at the center for the rec dept. On the expenditures side we will start to budget for new boilers and a much needed commercial water heater. The Joint Powers Board (JPB) wanted to identify these needs up front, thus, the drastic reduction in our maintenance fund expense line item as compared to other years. The current budget will have higher expenditures in the salary and payroll taxes that are more than originally budgeted. After the retirement of a few of our staff and having to payout PTO hours earned, the JPB decided to avoid these liabilities again in the future so the WCCC staff will have to convert to standard vacation time in a "use it or lose it" scenario, rather than the previous PTO earned, effective July 1st, 2019. The good news is the WCCC buildings did not have any mechanical or structural breakdowns that needed repairs this fiscal year, as of yet.

RECEIVED

MAY 13 2019

Per _____

S-B RESERVE DESCRIPTION

The WCCC has a regular checking account and an imprest checking account that maxes out at \$500 available balance, a savings account, a credit card account for credit card deposits and payroll draft and deposits and one money market account. The WCCC has 5 CD's accounts. All accounts are held in several local banks.

S-C

Names of Board Members	Date of End of Term
Frank Bowers-Chairman	12/31/20
Tim Wright-Vice Chairman	12/31/19
Gary Wantulock-Treasurer	12/31/21
Machelle Reid	12/31/20
Kent Lamm	12/31/22

Does the district have regular office hours exceeding 20 hours per week?	<input checked="" type="checkbox"/> Yes
If Yes, enter	
Address of office:	1200 Culbertson Ave
City, State, Zip:	Worland, WY 82401
Phone Number:	307-347-8616
Hours Open:	6am-9pm M-F and 9am-5pm Sat.(closed during summer)

Where are the minutes of your board meeting available for public review?
 On our website and in our administrative office

How and where are the notices of meeting posted for the public?
 Every Tuesday we post our weekly schedule on the WCCC Web page and Facebook page including public board meetings

Where are the public meetings held?
 Community Center Board Room

PROPOSED BUDGET SUMMARY

OVERVIEW		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
S-1	Total Budgeted Expenditures	\$453,344	\$460,450	\$544,000	\$544,000
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	\$1,453,227	\$1,464,354	\$1,536,140	\$1,536,140
S-5	Amount requested from County Commissioners	\$0	\$0	\$0	\$0
S-6	Additional Funding Needed :			\$0	\$0

REVENUE SUMMARY		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
S-7	Operating Revenues	\$165,233	\$166,277	\$156,600	\$156,600
S-8	Tax levy (From the County Treasurer)	\$0	\$0	\$0	\$0
S-9	Government Support	\$373,776	\$380,868	\$380,000	\$380,000
S-10	Grants	\$0	\$0	\$0	\$0
S-11	Other County Support (Not from Co. Treas.)	\$0	\$0	\$0	\$0
S-12	Miscellaneous	\$4,213	\$7,204	\$7,400	\$7,400
S-13	Other Forecasted Revenue	\$0	\$0	\$0	\$0

S-14	Total Revenue	\$543,222	\$554,349	\$544,000	\$544,000
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FY 7/1/19-6/30/20 Community Center Joint Powers Board

EXPENDITURE SUMMARY		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
S-15	Capital Outlay	\$11,339	\$16,190	\$84,500	\$84,500
S-16	Interest and Fees On Debt	\$0	\$0	\$0	\$0
S-17	Administration	\$11,984	\$12,322	\$13,200	\$13,200
S-18	Operations	\$376,191	\$374,582	\$389,500	\$389,500
S-19	Indirect Costs	\$53,830	\$57,356	\$56,800	\$56,800
S-20R	Expenditures paid by Reserves	\$0	\$0	\$0	\$0
S-20	Total Expenditures	\$453,344	\$460,450	\$544,000	\$544,000

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

CASH AND INVESTMENTS		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
S-22	TOTAL GENERAL FUNDS	\$910,005	\$910,005	\$992,140	\$992,140
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	\$0	\$0
	Total to be added (a+b+c)	\$0	\$0	\$0	\$0
S-31	Subtotal	\$0	\$0	\$0	\$0
S-32	Less Total to be spent	\$0	\$0	\$0	\$0
S-33	TOTAL RESERVES AT END OF FISCAL YEAR	\$0	\$0	\$0	\$0

End of Summary

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

Date adopted by Special District _____

DISTRICT ADDRESS: 1200 Culbertson Ave
Worland, WY, 82401

PREPARED BY: Steven Hunt

DISTRICT PHONE: 307-347-8616

Proposed Budget

Community Center Joint Powers Board

FYE 6/30/2020

NAME OF DISTRICT/BOARD

PROPERTY TAXES AND ASSESSMENTS

		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
R-1	Property Taxes and Assessments Received				
R-1.1	Tax Levy (From the County Treasurer)				
R-1.2	Other County Support				

FORECASTED REVENUE

		2017-2018 Actual	2018-2019 Estimated	2019-2020 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) General P. Tax	\$373,776	\$380,868	\$380,000	
R-2.5	Total Government Support	\$373,776	\$380,868	\$380,000	
R-3	Operating Revenues				
R-3.1	Customer Charges				
R-3.2	Sales of Goods or Services	\$165,233	\$166,277	\$156,600	
R-3.3	Other Assessments				
R-3.4	Total Operating Revenues	\$165,233	\$166,277	\$156,600	
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	
R-5	Miscellaneous Revenue				
R-5.1	Interest	\$4,213	\$7,204	\$7,400	
R-5.2	Other: Specify				
R-5.3	Other: Additional				
R-5.4	Total Miscellaneous	\$4,213	\$7,204	\$7,400	
R-5.5	Total Forecasted Revenue	\$543,222	\$554,349	\$544,000	
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	

Proposed Budget

Community Center Joint Powers Board

FYE 6/30/2020

NAME OF DISTRICT/BOARD

CAPITAL OUTLAY BUDGET

		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending 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	Machinery & Equipment	\$1,856	\$11,190	\$11,500	
E-1.6	Maintenance Fund	\$9,484	\$5,000	\$13,000	
E-1.7	see additional details			\$60,000	
E-1.8	TOTAL CAPITAL OUTLAY	\$11,339	\$16,190	\$84,500	

ADMINISTRATION BUDGET

		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending 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	_____				
E-2.6	_____				
E-2.7	_____				
E-3	Board Expenses				
E-3.1	Travel				
E-3.2	Mileage				
E-3.3	Other (Specify)				
E-3.4	_____				
E-3.5	_____				
E-3.6	_____				
E-4	Contractual Services				
E-4.1	Legal				
E-4.2	Accounting/Auditing	\$7,882	\$8,372	\$9,000	
E-4.3	Other (Specify)				
E-4.4	_____				
E-4.5	_____				
E-4.6	_____				
E-5	Other Administrative Expenses				
E-5.1	Office Supplies	\$4,102	\$3,950	\$4,200	
E-5.2	Office equipment, rent & repair				
E-5.3	Education				
E-5.4	Registrations				
E-5.5	Other (Specify)				
E-5.6	_____				
E-5.7	_____				
E-5.8	_____				
E-6	TOTAL ADMINISTRATION	\$11,984	\$12,322	\$13,200	

Proposed Budget

OPERATIONS BUDGET

		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
E-7	Personnel Services				
E-7.1	Wages--Operations	\$230,012	\$241,149	\$252,000	\$252,000
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	Service Clubs	\$14,904	\$12,420	\$12,600	\$12,600
E-10.2	Program Supplies	\$4,766	\$9,036	\$8,200	\$8,200
E-10.3	Adult Sports	\$3,487	\$648	\$1,000	\$1,000
E-10.4	Advertising	\$9,046	\$7,966	\$5,650	\$5,650
E-10.5	see additional details	\$8,968	\$8,395	\$9,850	\$9,850
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	Repairs and maintenance	\$44,123	\$36,921	\$40,400	\$40,400
E-12.2	Utilities	\$55,994	\$53,271	\$55,000	\$55,000
E-12.3	Phone	\$4,891	\$4,776	\$4,800	\$4,800
E-12.4	_____				/
E-12.5	_____				/
E-13	TOTAL OPERATIONS	\$376,191	\$374,582	\$389,500	\$389,500

Proposed Budget

Community Center Joint Powers Board

FYE 6/30/2020

INDIRECT COSTS BUDGET

		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
E-14 Insurance					
E-14.1	Liability	\$3,395	\$3,522	\$4,693	
E-14.2	Buildings and vehicles	\$17,492	\$18,307	\$18,307	
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	\$16,907	\$18,584	\$16,330	
E-15.2	Workers Compensation	\$4,630	\$4,469	\$4,200	
E-15.3	Unemployment Taxes	\$606	\$1,674	\$2,470	
E-15.4	Retirement				
E-15.5	Health Insurance	\$10,800	\$10,800	\$10,800	
E-15.6	Other (Specify)				
E-15.7	_____				
E-15.8	_____				
E-15.9	_____				
E-17 TOTAL INDIRECT COSTS		\$53,830	\$57,356	\$56,800	

DEBT SERVICE BUDGET

		2017-2018 Actual	2018-2019 Estimated	2019-2020 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	

Proposed Budget

Community Center Joint Powers Board

FYE 6/30/2020

NAME OF DISTRICT/BOARD

GENERAL FUNDS

	End of Year	Beginning	Beginning	Pending Approval
	2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	
C-1 Balances at Beginning of Fiscal Year				
C-1.1 General Fund Checking Account Balance	\$34,803	\$34,803	\$50,500	
C-1.2 Savings and Investments Account Balance	\$112,397	\$112,397	\$169,690	
C-1.3 General Fund CD Balance	\$762,805	\$762,805	\$771,950	
C-1.4 All Other Funds				
C-1.5 Reserves (From Below)	\$0	\$0	\$0	
C-1.6 Total Estimated Cash and Investments on Hand	\$910,005	\$910,005	\$992,140	
C-2 General Fund Reductions:				
C-2.1 a. Unpaid bills at FYE				
C-2.2 b. Reserves	\$0	\$0	\$0	
C-2.3 Total Deductions (a+b)	\$0	\$0	\$0	
C-2.4 Estimated Non-Restricted Funds Available	\$910,005	\$910,005	\$992,140	

SINKING & DEBT SERVICE FUNDS

	2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending 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	
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	
C-3.12 Balance to be retained	\$0	\$0	\$0	

RESERVES

	2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
C-4				
C-4.1 Beginning Balance in Reserve Account (end of previous year)		\$0	\$0	
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	
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	
C-4.12 Balance to be retained	\$0	\$0	\$0	

BOND FUNDS

	2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending 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	
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	
C-5.9 TOTAL TO BE SPENT	\$0	\$0	\$0	

