

Proposed Budget

6-21-17

Washakie County Library	
Budget Hearing Information	
1019 Coburn Av	Location: Washakie County Court House
Worland Wy 82401	Date: 7/17/2017
307-347-2231	Time: 5:00 PM
Washakie County	Budget Prepared by: Julie Cross

S-A BUDGET MESSAGE W.S. 10-4-104(d)

This budget is the same as last years. The Board is very committed to utilize their funding in the most efficient manner as possible.

182,259.00 TRX

S-B RESERVE DESCRIPTION

S-C

Names of Board Members	Date of End of Term	Does the district have regular office hours exceeding 20 hours per week?
Chris McGee	7/1/17	<input type="checkbox"/> Yes
Gae Murphy	7/1/19	
Jimmie Phelps	7/1/19	
Jennifer Ryan	7/1/17	
Stine Turgeon	7/1/18	

If Yes, enter

Address of office:	1019 Coburn Av
City, State, Zip:	Worland WY 82401
Phone Number:	307-347-2231
Hours Open:	8:00 - 5:00

Where are the minutes of your board meeting available for public review?
 At the Library.

How and where are the notices of meeting posted for the public?
 In the Northern WY Daily News and on the Library bulletin board

Where are the public meetings held?
 In the library meeting room.

PROPOSED BUDGET SUMMARY

OVERVIEW		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Pending Approval
S-1	Total Budgeted Expenditures	\$270,077	\$269,862	\$286,758	\$286,758
S-2	Total Principal to Pay on Debt	\$0	\$0	\$0	\$0
S-3	Total Change to Restricted Funds	\$10,000	\$15,000	\$0	\$0
S-4	Total General Fund and Forecasted Revenues Available	\$349,637	\$326,456	\$104,499	\$104,499
S-5	Amount requested from County Commissioners	\$229,661	\$227,593	\$0	\$0
S-6	Additional Funding Needed :			\$182,259	\$182,259

REVENUE SUMMARY		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Pending Approval
S-7	Operating Revenues	\$23,553	\$22,100	\$22,560	\$22,560
S-8	Tax levy (From the County Treasurer)	\$229,661	\$227,593	\$0	\$0
S-9	Government Support	\$0	\$0	\$0	\$0
S-10	Grants	\$0	\$3,000	\$0	\$0
S-11	Other County Support (Not from Co. Treas.)	\$0	\$0	\$0	\$0
S-12	Miscellaneous	\$1,459	\$900	\$583	\$583
S-13	Other Forecasted Revenue	\$0	\$0	\$0	\$0

S-14	Total Revenue	\$254,673	\$253,593	\$23,143	\$23,143
FY 7/1/17-6/30/18		Washakie County Library			

EXPENDITURE SUMMARY		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Pending Approval
S-15	Capital Outlay	\$1,376	\$8,000	\$8,000	\$8,000
S-16	Interest and Fees On Debt	\$0	\$0	\$0	\$0
S-17	Administration	\$49,934	\$50,097	\$51,593	\$51,593
S-18	Operations	\$168,870	\$164,842	\$171,400	\$171,400
S-19	Indirect Costs	\$49,897	\$46,923	\$55,765	\$55,765
S-20	Total Expenditures	\$270,077	\$269,862	\$286,758	\$286,758

DEBT SUMMARY		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Pending Approval
S-21	Principal Paid on Debt	\$0	\$0	\$0	\$0

CASH AND INVESTMENTS		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Pending Approval
S-22	TOTAL GENERAL FUNDS	\$94,964	\$72,863	\$81,356	\$81,356
Summary of Reserve Funds					
S-23	Beginning Balance in Reserve Accounts				
S-24	a. Depreciation Reserve	\$25,000	\$35,000	\$35,000	\$35,000
S-25	b. Other Reserve	\$19,760	\$19,760	\$19,760	\$19,760
S-26	c. Emergency Reserve (Cash)	\$104,008	\$104,008	\$119,008	\$119,008
	Total Reserves (a+b+c)	\$148,768	\$158,768	\$173,768	\$173,768
S-27	Amount to be added				
S-28	a. Depreciation Reserve	\$10,000	\$0	\$0	\$0
S-29	b. Other Reserve	\$0	\$0	\$0	\$0
S-30	c. Emergency Reserve (Cash)	\$0	\$15,000	\$0	\$0
	Total to be added (a+b+c)	\$10,000	\$15,000	\$0	\$0
S-31	Subtotal	\$158,768	\$173,768	\$173,768	\$173,768
S-32	Less Total to be spent	\$0	\$0	\$0	\$0
S-33	TOTAL RESERVES AT END OF FISCAL YEAR	\$158,768	\$173,768	\$173,768	\$173,768

End of Summary

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

Date adopted by Special District _____

DISTRICT ADDRESS: 1019 Coburn Av
Worland Wy 82401

PREPARED BY: Julie Cross

DISTRICT PHONE: 307-347-2231

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

3/27/17 Form approved by Wyoming Department of Audit, Public Funds Division

Proposed Budget

Washakie County Library

FYE 6/30/2018

NAME OF DISTRICT/BOARD

PROPERTY TAXES AND ASSESSMENTS

		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Pending Approval
R-1	Property Taxes and Assessments Received				
R-1.1	Tax Levy (From the County Treasurer)	\$229,661	\$227,593		
R-1.2	Other County Support				

FORECASTED REVENUE

		2015-2016 Actual	2016-2017 Estimated	2017-2018 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	
R-3	Operating Revenues				
R-3.1	Customer Charges	\$7,553	\$6,100	\$6,560	
R-3.2	Sales of Goods or Services				
R-3.3	Other Assessments	\$16,000	\$16,000	\$16,000	
R-3.4	Total Operating Revenues	\$23,553	\$22,100	\$22,560	
R-4	Grants				
R-4.1	Direct Federal Grants				
R-4.2	Federal Grants thru State Agencies				
R-4.3	Grants from State Agencies		\$3,000		
R-4.4	Total Grants	\$0	\$3,000	\$0	
R-5	Miscellaneous Revenue				
R-5.1	Interest	\$759	\$900	\$583	
R-5.2	Other: Specify Donations	\$700	\$0	\$0	
R-5.3	Other: Additional				
R-5.4	Total Miscellaneous	\$1,459	\$900	\$583	
R-5.5	Total Forecasted Revenue	\$25,012	\$26,000	\$23,143	
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

Washakie County Library

FYE 6/30/2018

NAME OF DISTRICT/BOARD

CAPITAL OUTLAY BUDGET

		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Pending Approval
E-1	Capital Outlay				
E-1.1	Real Property				
E-1.2	Vehicles				
E-1.3	Office Equipment	\$1,376	\$8,000	\$8,000	
E-1.4	Other (Specify)				
E-1.5	_____				
E-1.6	_____				
E-1.7	_____				
E-1.8	TOTAL CAPITAL OUTLAY	\$1,376	\$8,000	\$8,000	

ADMINISTRATION BUDGET

		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Pending Approval
E-2	Personnel Services				
E-2.1	Administrator	\$41,000	\$41,000	\$41,000	
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			\$1,000	
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				
E-4.3	Other (Specify)				
E-4.4	Bookkeeping	\$2,087	\$2,150	\$2,500	
E-4.5	Movie	\$396	\$416	\$396	
E-4.6	_____				
E-5	Other Administrative Expenses				
E-5.1	Office Supplies				
E-5.2	Office equipment, rent & repair				
E-5.3	Education				
E-5.4	Registrations	\$247	\$238	\$247	
E-5.5	Other (Specify)				
E-5.6	Postage	\$2,729	\$3,350	\$3,350	
E-5.7	Telephone	\$2,659	\$2,600	\$2,600	
E-5.8	see additional details	\$816	\$343	\$500	
E-6	TOTAL ADMINISTRATION	\$49,934	\$50,097	\$51,593	

Proposed Budget

Washakie County Library

FYE 6/30/2018

OPERATIONS BUDGET

			2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Pending Approval
E-7	Personnel Services					
E-7.1	Wages--Operations		\$106,594	\$107,000	\$107,000	
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		\$5,479	\$2,608	\$7,000	
E-8.2	Other (Specify)					
E-8.3	_____					
E-8.4	_____					
E-8.5	_____					
E-9	Operating supplies (List)					
E-9.1	Library Supplies		\$6,663	\$6,500	\$6,500	
E-9.2	Equipment Repair		\$1,167	\$2,500	\$2,500	
E-9.3	Books		\$25,756	\$24,000	\$24,000	
E-9.4	Technology		\$16,837	\$16,000	\$16,000	
E-9.5	_____					
E-10	Program Services (List)					
E-10.1	Program Services		\$1,799	\$2,000	\$2,000	
E-10.2	_____					
E-10.3	_____					
E-10.4	_____					
E-10.5	_____					
E-11	Contractual Arrangements (List)					
E-11.1	WYLD Maintenance		\$3,827	\$3,827	\$5,400	
E-11.2	_____					
E-11.3	_____					
E-11.4	_____					
E-11.5	_____					
E-12	Other operations (Specify)					
E-12.1	Advertising		\$748	\$407	\$1,000	
E-12.2	_____					
E-12.3	_____					
E-12.4	_____					
E-12.5	_____					
E-13	TOTAL OPERATIONS		\$168,870	\$164,842	\$171,400	

Proposed Budget

Washakie County Library

FYE 6/30/2018

INDIRECT COSTS BUDGET

			2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Pending Approval
E-14	Insurance					
E-14.1	Liability					
E-14.2	Buildings and vehicles					
E-14.3	Equipment					
E-14.4	Other (Specify)					
E-14.5	<u>Bonds</u>			\$255	\$400	
E-14.6	_____					
E-14.7	_____					
E-15	Indirect payroll costs:					
E-15.1	FICA (Social Security) taxes		\$11,291	\$11,668	\$11,325	
E-15.2	Workers Compensation					
E-15.3	Unemployment Taxes					
E-15.4	Retirement		\$10,995	\$10,341	\$11,040	
E-15.5	Health Insurance		\$27,611	\$24,659	\$33,000	
E-15.6	Other (Specify)					
E-15.7	_____					
E-15.8	_____					
E-15.9	_____					
E-16	Depreciation Expenses					
E-17	TOTAL INDIRECT COSTS		\$49,897	\$46,923	\$55,765	

DEBT SERVICE BUDGET

			2015-2016 Actual	2016-2017 Estimated	2017-2018 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

Washakie County Library
 NAME OF DISTRICT/BOARD

FYE 6/30/2018

GENERAL FUNDS

		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Pending Approval
C-1	Balances at Beginning of Fiscal Year				
C-1.1	General Fund Checking Account Balance	\$48,931	\$41,297	\$49,790	\$48,931
C-1.2	Savings and Investments Account Balance				
C-1.3	General Fund CD Balance	\$46,033	\$31,566	\$31,566	\$46,033
C-1.4	All Other Funds				
C-1.5	Reserves (From Below)	\$158,768	\$173,768	\$173,768	\$158,768
C-1.6	Total Estimated Cash and Investments on Hand	\$253,732	\$246,631	\$255,124	\$253,732
C-2	General Fund Reductions:				
C-2.1	a. Unpaid bills at FYE				
C-2.2	b. Reserves	\$158,768	\$173,768	\$173,768	\$158,768
C-2.3	Total Deductions (a+b)	\$158,768	\$173,768	\$173,768	\$158,768
C-2.4	Estimated Non-Restricted Funds Available	\$94,964	\$72,863	\$81,356	\$94,964

DEPRECIATION RESERVE (CAPITAL OUTLAY - REPLACEMENT)

		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Pending Approval
C-3					
C-3.1	Beginning Balance in Reserve Account (end of previous year)	\$25,000	\$35,000	\$35,000	\$25,000
C-3.2	Date of Reserve Approval in Minutes: _____				
C-3.3	Amount to be added to the reserve	\$10,000			\$10,000
C-3.4	Date of Reserve Approval in Minutes: _____				
C-3.5	SUB-TOTAL	\$35,000	\$35,000	\$35,000	\$35,000
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	\$35,000	\$35,000	\$35,000	\$35,000

OTHER RESTRICTED FUND BALANCES - RESERVE (LEGALLY ENFORCED)

		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Pending Approval
C-4					
C-4.1	Beginning Balance in Reserve Account (end of previous year)	\$19,760	\$19,760	\$19,760	\$19,760
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	\$19,760	\$19,760	\$19,760	\$19,760
C-4.6	Identify the amount and project to be spent from "Other"				
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	\$19,760	\$19,760	\$19,760	\$19,760

ASSIGNED FUND BALANCE (EMERGENCY RESERVE - NOT COMMITTED)

		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Pending Approval
C-5					
C-5.1	Beginning Balance in Reserve Account (end of previous year)	\$104,008	\$104,008	\$119,008	\$104,008
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	\$104,008	\$119,008	\$119,008	\$119,008
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	\$104,008	\$119,008	\$119,008	\$104,008
C-5.9	TOTAL TO BE SPENT	\$0	\$0	\$0	\$0