

Proposed Budget

Washakie County Library	
Budget Hearing Information	
1019 Coburn Av	Location: Washakie County Court House
Worland WY 82401	Date: July
307-347-2231	Time: 6:00 PM
Washakie County	Budget Prepared by: Library Board

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

The Washakie County Library has continued to stay within their budget and still maintain a quality service for the large majority of Washakie Counties population. The registered users and library visits has continued to increase from last year. Public access to computers has continued to be an invaluable service offered in the area of communication. The Board appreciates the support of the County Commissioners in the effort to meet the needs of people of Washakie County.

RECEIVED

APR 30 2019

Per _____

S-B RESERVE DESCRIPTION

Depreciation Reserve - \$45,000
 Emergency Reserve - \$138,355
 Other - \$19,760

S-C

Names of Board Members	Date of End of Term
Terry Livingston	7/1/20
Gae Murphy	7/1/19
Jimmie Phelps	7/1/19
Judy Strauch	7/1/20
Jody Smith	7/1/21

Does the district have regular office hours exceeding 20 hours per week? Yes

If Yes, enter

Address of office: 1019 Coburn Av

City, State, Zip: Worland WY 82401

Phone Number: 307*347-2231

Hours Open: M*W*F 8 am - 5 pm, T*Th 8 am - 7pm, Sat 9 am - 1 pm

Where are the minutes of your board meeting available for public review?
 The Library Office

How and where are the notices of meeting posted for the public?
 On the Library bulletin board and in the Northern Wyoming Weekly News

Where are the public meetings held?
 At the Library Conference Room

PROPOSED BUDGET SUMMARY

OVERVIEW		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
S-1	Total Budgeted Expenditures	\$261,536	\$254,382	\$304,054	
S-2	Total Principal to Pay on Debt	\$0	\$0	\$0	
S-3	Total Change to Restricted Funds	\$0	\$0	\$29,347	
S-4	Total General Fund and Forecasted Revenues Available	\$300,025	\$304,506	\$333,401	
S-5	Amount requested from County Commissioners	\$217,730	\$225,000	\$234,500	
S-6	Additional Funding Needed :			\$0	

REVENUE SUMMARY		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
S-7	Operating Revenues	\$25,378	\$24,909	\$25,008	
S-8	Tax levy (From the County Treasurer)	\$217,730	\$225,000	\$234,500	
S-9	Government Support	\$0	\$0	\$0	
S-10	Grants	\$8,036	\$5,707	\$5,500	
S-11	Other County Support (Not from Co. Treas.)	\$0	\$0	\$0	
S-12	Miscellaneous	\$1,290	\$1,299	\$1,300	
S-13	Other Forecasted Revenue	\$0	\$0	\$0	

S-14	Total Revenue	\$252,434	\$256,915	\$266,308	
FY 7/1/19-6/30/20		Washakie County Library			

EXPENDITURE SUMMARY		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
S-15	Capital Outlay	\$0	\$379	\$6,000	
S-16	Interest and Fees On Debt	\$0	\$0	\$0	
S-17	Administration	\$55,908	\$59,446	\$60,550	
S-18	Operations	\$152,393	\$135,236	\$167,515	
S-19	Indirect Costs	\$53,235	\$59,321	\$69,989	
S-20R	Expenditures paid by Reserves	\$0	\$0	\$0	
S-20	Total Expenditures	\$261,536	\$254,382	\$304,054	

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

CASH AND INVESTMENTS		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
S-22	TOTAL GENERAL FUNDS	\$47,591	\$47,591	\$67,093	
Summary of Reserve Funds					
S-23	Beginning Balance in Reserve Accounts				
S-24	a. Depreciation Reserve	\$0	\$0	\$0	
S-25	b. Other Reserve	\$173,768	\$173,768	\$173,768	
S-26	c. Emergency Reserve (Cash)	\$0	\$0	\$0	
	Total Reserves (a+b+c)	\$173,768	\$173,768	\$173,768	
S-27	Amount to be added				
S-28	a. Depreciation Reserve	\$0	\$0	\$0	
S-29	b. Other Reserve	\$0	\$0	\$29,347	
S-30	c. Emergency Reserve (Cash)	\$0	\$0	\$0	
	Total to be added (a+b+c)	\$0	\$0	\$29,347	
S-31	Subtotal	\$173,768	\$173,768	\$203,115	
S-32	Less Total to be spent	\$0	\$0	\$0	
S-33	TOTAL RESERVES AT END OF FISCAL YEAR	\$173,768	\$173,768	\$203,115	

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: Library Board

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.

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

Proposed Budget

Washakie County Library

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)	\$217,730	\$225,000	\$234,500	
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)				
R-2.5	Total Government Support	\$0	\$0	\$0	\$0
R-3	Operating Revenues				
R-3.1	Customer Charges	\$7,378	\$6,909	\$7,008	\$7,008
R-3.2	Sales of Goods or Services				
R-3.3	Other Assessments	\$18,000	\$18,000	\$18,000	\$18,000
R-3.4	Total Operating Revenues	\$25,378	\$24,909	\$25,008	\$25,008
R-4	Grants				
R-4.1	Direct Federal Grants				
R-4.2	Federal Grants thru State Agencies				
R-4.3	Grants from State Agencies	\$8,036	\$5,707	\$5,500	\$5,500
R-4.4	Total Grants	\$8,036	\$5,707	\$5,500	\$5,500
R-5	Miscellaneous Revenue				
R-5.1	Interest	\$990	\$999	\$1,000	\$1,000
R-5.2	Other: Specify unanticipated	\$300	\$300	\$300	\$300
R-5.3	Other: Additional				
R-5.4	Total Miscellaneous	\$1,290	\$1,299	\$1,300	\$1,300
R-5.5	Total Forecasted Revenue	\$34,704	\$31,915	\$31,808	\$31,808
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

Washakie County Library
 NAME OF DISTRICT/BOARD

FYE 6/30/2020

CAPITAL OUTLAY BUDGET

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**

2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
\$0	\$379	\$6,000	
\$0	\$379	\$6,000	\$6,000

ADMINISTRATION BUDGET

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 Postage
- E-3.5 Telephone
- 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
- 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

2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
\$41,002	\$42,000	\$42,500	\$42,500
\$2,755	\$2,850	\$2,850	\$2,850
\$2,455	\$2,397	\$3,200	\$3,200
\$2,136	\$2,899	\$3,000	\$3,000
\$5,222	\$6,500	\$5,500	\$5,500
\$1,997	\$2,500	\$3,000	\$3,000
\$341	\$300	\$500	
\$55,908	\$59,446	\$60,550	\$60,550

Proposed Budget

Washakie County Library

FYE 6/30/2020

OPERATIONS BUDGET

		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
E-7	Personnel Services				
E-7.1	Wages--Operations	\$102,284	\$87,334	\$109,000	\$109,000
E-7.2	Service Contracts				
E-7.3	Other (Specify)				
E-7.4	Wages-ATB			\$5,000	\$5,000
E-7.5					
E-7.6					
E-8	Travel				
E-8.1	Mileage	\$4,961	\$7,657	\$6,000	\$6,000
E-8.2	Other (Specify)				
E-8.3					
E-8.4					
E-8.5					
E-9	Operating supplies (List)				
E-9.1	Advertising	\$195	\$250	\$500	\$500
E-9.2	WYLD	\$4,067	\$5,400	\$5,400	\$5,400
E-9.3	Books - W	\$14,260	\$14,000	\$14,000	\$14,000
E-9.4	Books - T	\$9,827	\$10,000	\$10,000	\$10,000
E-9.5					
E-10	Program Services (List)				
E-10.1	Program Service	\$1,111	\$17	\$3,000	\$3,000
E-10.2					
E-10.3					
E-10.4					
E-10.5					
E-11	Contractual Arrangements (List)				
E-11.1	Movie Contract	\$438	\$460	\$500	\$500
E-11.2					
E-11.3					
E-11.4					
E-11.5					
E-12	Other operations (Specify)				
E-12.1	Technology	\$12,518	\$10,005	\$14,000	\$14,000
E-12.2	TANF	\$2,732	\$113	\$115	\$115
E-12.3					
E-12.4					
E-12.5					
E-13	TOTAL OPERATIONS	\$152,393	\$135,236	\$167,515	\$167,515

Proposed Budget

Washakie County Library

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				
E-14.2	Buildings and vehicles				
E-14.3	Equipment				
E-14.4	Other (Specify)				
E-14.5	<u>Bond</u>	\$130	\$200	\$250	\$250
E-14.6					
E-14.7					
E-15	Indirect payroll costs:				
E-15.1	FICA (Social Security) taxes	\$10,963	\$10,700	\$12,200	\$12,200
E-15.2	Workers Compensation				
E-15.3	Unemployment Taxes				
E-15.4	Retirement	\$10,931	\$11,082	\$12,500	\$12,500
E-15.5	Health Insurance	\$31,211	\$37,339	\$45,039	\$45,039
E-15.6	Other (Specify)				
E-15.7					
E-15.8					
E-15.9					
E-17	TOTAL INDIRECT COSTS	\$53,235	\$59,321	\$69,989	\$69,989

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	\$0

Proposed Budget

Washakie County Library

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	\$47,170	\$47,170	\$66,672	
C-1.2 Savings and Investments Account Balance		\$0		
C-1.3 General Fund CD Balance	\$421	\$421	\$421	
C-1.4 All Other Funds		\$0		
C-1.5 Reserves (From Below)	\$173,768	\$173,768	\$203,115	
C-1.6 Total Estimated Cash and Investments on Hand	\$221,359	\$221,359	\$270,208	
C-2 General Fund Reductions:				
C-2.1 a. Unpaid bills at FYE				
C-2.2 b. Reserves	\$173,768	\$173,768	\$203,115	\$203,115
C-2.3 Total Deductions (a+b)	\$173,768	\$173,768	\$203,115	\$203,115
C-2.4 Estimated Non-Restricted Funds Available	\$47,591	\$47,591	\$67,093	\$67,093

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	\$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	\$0
C-3.12 Balance to be retained	\$0	\$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)	\$173,768	\$173,768	\$173,768	\$173,768
C-4.2 Date of Reserve Approval in Minutes:				
C-4.3 Amount to be added to the reserve			\$29,347	\$29,347
C-4.4 Date of Reserve Approval in Minutes:				
C-4.5 SUB-TOTAL	\$173,768	\$173,768	\$203,115	\$203,115
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	\$0
C-4.12 Balance to be retained	\$173,768	\$173,768	\$203,115	\$203,115

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	\$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	\$0
C-5.9 TOTAL TO BE SPENT	\$0	\$0	\$0	\$0