

## Proposed Budget

Glenrock Recreation District	
Budget Hearing Information	
412 S. 4th Street/ PO Box 1884	Location: Glenrock Recreation Center
Glenrock, WY 82637	Date: 7/19/2018
307-436-5434	Time: 5:00PM
Converse County	Budget Prepared by: Recreation Director/Donnie Stewart

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

The budget this year is to cover expenses and equipment needed to keep up with the demand of growth we have seen our Community Recreation District Center. The roof and exterior coverings are still needed to be replaced and the money is earmarked in major maintenance in the budget line.

**S-B RESERVE DESCRIPTION**

Reserves are major

**S-C**

Names of Board Members	Date of End of Term	Does the district have regular office hours exceeding 20 hours per week?
Rick Bishop	1/1/22	<input checked="" type="checkbox"/> Yes
Al Finch	1/1/21	If Yes, enter Address of office: 412 S. 4th City, State, Zip: Glenrock, WY 82637 Phone Number: 307-436-5434 Hours Open: 6AM-9PM
Joe Perko	1/1/20	
Linda Fargen	1/1/19	
Cody Tillard	1/1/22	

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

How and where are the notices of meeting posted for the public?

Where are the public meetings held?

## PROPOSED BUDGET SUMMARY

OVERVIEW		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
S-1	<b>Total Budgeted Expenditures</b>	\$251,108	\$554,690	\$409,500	\$409,500
S-2	<b>Total Principal to Pay on Debt</b>	\$0	\$0	\$0	\$0
S-3	<b>Total Change to Restricted Funds</b>	\$0	\$0	\$0	\$0
S-4	<b>Total General Fund and Forecasted Revenues Available</b>	\$778,374	\$700,124	\$713,492	\$713,492
S-5	<i>Amount requested from County Commissioners</i>	\$340,000	\$260,550	\$260,550	\$260,550
S-6	<b>Additional Funding Needed :</b>			<b>\$0</b>	<b>\$0</b>

REVENUE SUMMARY		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
S-7	<b>Operating Revenues</b>	\$64,000	\$60,500	\$60,500	\$60,500
S-8	<b>Tax levy (From the County Treasurer)</b>	\$340,000	\$260,550	\$260,550	\$260,550
S-9	<b>Government Support</b>	\$9,900	\$12,000	\$12,000	\$12,000
S-10	<b>Grants</b>	\$0	\$0	\$0	\$0
S-11	<b>Other County Support (Not from Co. Treas.)</b>	\$0	\$0	\$0	\$0
S-12	<b>Miscellaneous</b>	\$0	\$2,600	\$3,000	\$3,000
S-13	<b>Other Forecasted Revenue</b>	\$0	\$0	\$0	\$0

S-14	<b>Total Revenue</b>	\$413,900	\$335,650	\$336,050	\$336,050
		FY 7/1/18-6/30/19 <span style="float: right;">Glenrock Recreation District</span>			

EXPENDITURE SUMMARY		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
S-15	<b>Capital Outlay</b>	\$0	\$0	\$0	\$0
S-16	<b>Interest and Fees On Debt</b>	\$0	\$0	\$0	\$0
S-17	<b>Administration</b>	\$8,020	\$150,900	\$0	\$0
S-18	<b>Operations</b>	\$205,313	\$355,244	\$359,500	\$359,500
S-19	<b>Indirect Costs</b>	\$37,775	\$48,546	\$50,000	\$50,000

S-20	<b>Total Expenditures</b>	\$251,108	\$554,690	\$409,500	\$409,500
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DEBT SUMMARY		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
S-21	<b>Principal Paid on Debt</b>	\$0	\$0	\$0	\$0

CASH AND INVESTMENTS		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
S-22	<b>TOTAL GENERAL FUNDS</b>	\$364,474	\$364,474	\$377,442	\$377,442

**Summary of Reserve Funds**

S-23	<b>Beginning Balance in Reserve Accounts</b>				
S-24	a. Depreciation Reserve	\$0	\$0	\$0	\$0
S-25	b. Other Reserve	\$235,333	\$235,333	\$235,333	\$235,333
S-26	c. Emergency Reserve (Cash)	\$0	\$0	\$0	\$0
	<b>Total Reserves (a+b+c)</b>	<b>\$235,333</b>	<b>\$235,333</b>	<b>\$235,333</b>	<b>\$235,333</b>
S-27	<b>Amount to be added</b>				
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
	<b>Total to be added (a+b+c)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
S-31	<b>Subtotal</b>	\$235,333	\$235,333	\$235,333	\$235,333
S-32	<b>Less Total to be spent</b>	\$0	\$0	\$0	\$0
S-33	<b>TOTAL RESERVES AT END OF FISCAL YEAR</b>	<b>\$235,333</b>	<b>\$235,333</b>	<b>\$235,333</b>	<b>\$235,333</b>

*End of Summary*

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

**DISTRICT ADDRESS:** 412 S. 4th Street/ PO Box 1884  
 Glenrock, WY 82637

**PREPARED BY:** Recreation Director/Donnie Stew

**DISTRICT PHONE:** 307-436-5434

# Proposed Budget

Glenrock Recreation District  
 NAME OF DISTRICT/BOARD \_\_\_\_\_

FYE 6/30/2019 \_\_\_\_\_

## PROPERTY TAXES AND ASSESSMENTS

		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
R-1	<b>Property Taxes and Assessments Received</b>				
R-1.1	<b>Tax Levy (From the County Treasurer)</b>	\$340,000	\$260,550	\$260,550	\$260,550
R-1.2	Other County Support				

## FORECASTED REVENUE

		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
R-2	<b>Revenues from Other Governments</b>				
R-2.1	State Aid				
R-2.2	Additional County Aid (non-treasurer)				
R-2.3	City (or Town) Aid	\$9,900	\$12,000	\$12,000	\$12,000
R-2.4	Other (Specify) _____				
R-2.5	<b>Total Government Support</b>	\$9,900	\$12,000	\$12,000	\$12,000
R-3	<b>Operating Revenues</b>				
R-3.1	Customer Charges	\$62,000	\$60,000	\$60,000	\$60,000
R-3.2	Sales of Goods or Services	\$2,000	\$500	\$500	\$500
R-3.3	Other Assessments				
R-3.4	<b>Total Operating Revenues</b>	\$64,000	\$60,500	\$60,500	\$60,500
R-4	<b>Grants</b>				
R-4.1	Direct Federal Grants				
R-4.2	Federal Grants thru State Agencies				
R-4.3	Grants from State Agencies				
R-4.4	<b>Total Grants</b>	\$0	\$0	\$0	\$0
R-5	<b>Miscellaneous Revenue</b>				
R-5.1	Interest		\$100	\$500	\$500
R-5.2	Other: Specify _____		\$2,500	\$2,500	\$2,500
R-5.3	Other: Additional _____				
R-5.4	<b>Total Miscellaneous</b>	\$0	\$2,600	\$3,000	\$3,000
R-5.5	<b>Total Forecasted Revenue</b>	\$73,900	\$75,100	\$75,500	\$75,500
R-6	<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

# Proposed Budget

Glenrock Recreation District  
 NAME OF DISTRICT/BOARD

FYE 6/30/2019

## CAPITAL OUTLAY BUDGET

		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
<b>E-1</b>	<b>Capital Outlay</b>				
E-1.1	Real Property	\$0	\$0	\$0	
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	<b>TOTAL CAPITAL OUTLAY</b>	\$0	\$0	\$0	\$0

## ADMINISTRATION BUDGET

		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
<b>E-2</b>	<b>Personnel Services</b>				
E-2.1	Administrator		\$90,000		
E-2.2	Secretary		\$24,000		
E-2.3	Clerical				
E-2.4	Other (Specify)				
E-2.5	Pool Manager		\$24,800		
E-2.6	_____				
E-2.7	_____				
<b>E-3</b>	<b>Board Expenses</b>				
E-3.1	Travel		\$2,000		
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	\$8,020	\$10,000		
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				
E-5.2	Office equipment, rent & repair				
E-5.3	Education				
E-5.4	Registrations		\$100		
E-5.5	Other (Specify)				
E-5.6	_____				
E-5.7	_____				
E-5.8	_____				
<b>E-6</b>	<b>TOTAL ADMINISTRATION</b>	\$8,020	\$150,900	\$0	\$0

# Proposed Budget

Glenrock Recreation District

FYE 6/30/2019

<b>OPERATIONS BUDGET</b>
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			2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
<b>E-7</b>	<b>Personnel Services</b>					
E-7.1	Wages--Operations		\$60,680	\$65,000	\$70,000	\$70,000
E-7.2	Service Contracts					
E-7.3	Other (Specify)					
E-7.4	Pool Staff Wage		\$24,157	\$31,244	\$45,000	\$45,000
E-7.5						
E-7.6						
<b>E-8</b>	<b>Travel</b>					
E-8.1	Mileage					
E-8.2	Other (Specify)					
E-8.3						
E-8.4						
E-8.5						
<b>E-9</b>	<b>Operating supplies (List)</b>					
E-9.1	Rec Supplies		\$11,535	\$20,000	\$20,000	\$20,000
E-9.2	Pool Supplies		\$6,330	\$5,000	\$45,000	\$45,000
E-9.3	Field Supplies		\$4,781	\$10,000	\$10,000	\$10,000
E-9.4	Building Supplies		\$920	\$7,500	\$7,500	\$7,500
E-9.5						
<b>E-10</b>	<b>Program Services (List)</b>					
E-10.1	Youth Programs		\$16,918	\$20,000	\$25,000	\$25,000
E-10.2	Youth Program Dues		\$1,500	\$2,500	\$3,000	\$3,000
E-10.3	Adult Programs		\$286	\$5,000	\$5,000	\$5,000
E-10.4	Scholarship Fund		\$2,500	\$2,500	\$2,500	\$2,500
E-10.5						
<b>E-11</b>	<b>Contractual Arrangements (List)</b>					
E-11.1						
E-11.2						
E-11.3						
E-11.4						
E-11.5						
<b>E-12</b>	<b>Other operations (Specify)</b>					
E-12.1	Equipment		\$1,822	\$20,000	\$15,000	\$15,000
E-12.2	Utilities		\$47,592	\$65,000	\$60,000	\$60,000
E-12.3	Advertising		\$1,292	\$1,500	\$1,500	\$1,500
E-12.4	Major Maintenance		\$25,000	\$100,000	\$50,000	\$50,000
E-12.5						
<b>E-13</b>	<b>TOTAL OPERATIONS</b>		<b>\$205,313</b>	<b>\$355,244</b>	<b>\$359,500</b>	<b>\$359,500</b>

# Proposed Budget

Glenrock Recreation District

FYE 6/30/2019

## INDIRECT COSTS BUDGET

			2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
<b>E-14</b>	<b>Insurance</b>					
E-14.1	Liability		\$3,800	\$7,500	\$7,500	\$7,500
E-14.2	Buildings and vehicles		\$7,128	\$7,046	\$7,500	\$7,500
E-14.3	Equipment					
E-14.4	Other (Specify)					
E-14.5	_____					
E-14.6	_____					
E-14.7						
<b>E-15</b>	<b>Indirect payroll costs:</b>					
E-15.1	FICA (Social Security) taxes		\$12,862	\$15,000	\$15,000	\$15,000
E-15.2	Workers Compensation		\$2,485	\$2,000	\$2,000	\$2,000
E-15.3	Unemployment Taxes					
E-15.4	Retirement		\$8,494	\$13,000	\$14,000	\$14,000
E-15.5	Health Insurance					
E-15.6	Other (Specify)					
E-15.7	Medicare		\$3,006	\$4,000	\$4,000	\$4,000
E-15.8	_____					
E-15.9	_____					
<b>E-16</b>	<b>Depreciation Expenses</b>					
<b>E-17</b>	<b>TOTAL INDIRECT COSTS</b>		<b>\$37,775</b>	<b>\$48,546</b>	<b>\$50,000</b>	<b>\$50,000</b>

## DEBT SERVICE BUDGET

			2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending 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>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

# Proposed Budget

Glenrock Recreation District  
 NAME OF DISTRICT/BOARD

FYE 6/30/2019

## GENERAL FUNDS

	End of Year 2016-2017 Actual	Beginning 2017-2018 Estimated	Beginning 2018-2019 Proposed	Pending Approval
<b>C-1 Balances at Beginning of Fiscal Year</b>				
C-1.1 General Fund Checking Account Balance	\$364,474	\$364,474	\$377,442	\$377,442
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)	\$235,333	\$235,333	\$235,333	\$235,333
C-1.6 <b>Total Estimated Cash and Investments on Hand</b>	<b>\$599,807</b>	<b>\$599,807</b>	<b>\$612,775</b>	<b>\$612,775</b>
<b>C-2 General Fund Reductions:</b>				
C-2.1 a. Unpaid bills at FYE			\$30,000	\$30,000
C-2.2 b. Reserves	\$235,333	\$235,333	\$235,333	\$235,333
C-2.3 <b>Total Deductions (a+b)</b>	<b>\$235,333</b>	<b>\$235,333</b>	<b>\$265,333</b>	<b>\$265,333</b>
C-2.4 <b>Estimated Non-Restricted Funds Available</b>	<b>\$364,474</b>	<b>\$364,474</b>	<b>\$347,442</b>	<b>\$347,442</b>

## DEPRECIATION RESERVE (CAPITAL OUTLAY - REPLACEMENT)

	2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
<b>C-3</b>				
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 <b>SUB-TOTAL</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
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 <b>TOTAL CAPITAL OUTLAY (a+b+c)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
C-3.12 Balance to be retained in Depreciation Reserve Account	\$0	\$0	\$0	\$0

## OTHER RESTRICTED FUND BALANCES - RESERVE (LEGALLY ENFORCED)

	2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
<b>C-4</b>				
C-4.1 Beginning Balance in Reserve Account (end of previous year)	\$235,333	\$235,333	\$235,333	\$235,333
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 <b>SUB-TOTAL</b>	<b>\$235,333</b>	<b>\$235,333</b>	<b>\$235,333</b>	<b>\$235,333</b>
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 <b>TOTAL OTHER RESERVE OUTLAY (a+b+c)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
C-4.12 Balance to be retained in Other Reserve Account	\$235,333	\$235,333	\$235,333	\$235,333

## ASSIGNED FUND BALANCE (EMERGENCY RESERVE - NOT COMMITTED)

	2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
<b>C-5</b>				
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 <b>SUB-TOTAL</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
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	\$0	\$0
C-5.9 <b>TOTAL TO BE SPENT</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>