

## Proposed Budget

Douglas Recreation Board	
Budget Hearing Information	
615 Hamilton Street	Location: 615 Hamilton Street
Douglas, WY 82633	Date: 7/14/2020
307-358-2942	Time: 7:00 PM
Converse County	Budget Prepared by: Tracy Boner

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

Presented for your consideration is the budget for fiscal year ended June 30, 2021. This budget is considered and funded annually under Wyoming Statutes. The budget for fiscal year 2021 is approximately \$3.4 million. The Douglas Recreation Board exists to provide recreational opportunities in Douglas, Wyoming. The County Assessor estimates that the County valuation is up by 14% from FY2021. The Douglas Recreation Board will add AAU volleyball coaches to their budget in FY21. The Douglas Recreation Board will also continue upgrades to facilities. The fiscal year 2021 annual budget provides the minimum amount of fiscal resources necessary to sustain these recreation activities.

**S-B RESERVE DESCRIPTION**

The Douglas Recreation Board doesn't have any special reserves

**S-C**

Names of Board Members	Date of End of Term	Does the district have regular office hours exceeding 20 hours per week?
Brad Reese	12/31/20	<input type="checkbox"/> Yes
Ryan Igo	12/31/22	<p><b>If Yes, enter</b></p> <p>Address of office: 615 Hamilton Street</p> <p>City, State, Zip: Douglas, WY 82633</p> <p>Phone Number: 307-358-2942</p> <p>Hours Open: 8 am to 4 pm daily</p>
Brandon Gilbreath	12/31/20	
Mark Horr	12/31/22	
Jay Butler	12/31/20	
Tom Holt	12/31/20	
Jennifer Rinn	12/31/20	
Shane Stinson	12/31/22	
Dax McCarty	12/31/22	

Where are the minutes of your board meeting available for public review?  
 Central Admin Building, 615 Hamilton Street, Douglas, WY

How and where are the notices of meeting posted for the public?  
 They are posted on the schol district website and in the Douglas Budget before the monthly meeting.

Where are the public meetings held?  
 Board room, Central Admin Building, 615 Hamilton Street, Douglas, WY 82633

## PROPOSED BUDGET SUMMARY

OVERVIEW		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
S-1	<b>Total Budgeted Expenditures</b>	\$1,427,709	\$1,293,188	\$1,330,858	\$1,330,858
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>	\$2,790,346	\$3,316,254	\$4,012,072	\$4,012,072
S-5	<i>Amount requested from County Commissioners</i>	\$1,009,675	\$1,509,675	\$1,889,506	\$1,889,506
S-6	<b>Additional Funding Needed :</b>			<b>\$0</b>	<b>\$0</b>

REVENUE SUMMARY		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
S-7	<b>Operating Revenues</b>	\$52,130	\$64,000	\$65,000	\$65,000
S-8	<b>Tax levy (From the County Treasurer)</b>	\$1,009,675	\$1,509,675	\$1,889,506	\$1,889,506
S-9	<b>Government Support</b>	\$15,000	\$30,000	\$30,000	\$30,000
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>	\$5,162	\$4,200	\$4,500	\$4,500
S-13	<b>Other Forecasted Revenue</b>	\$0	\$0	\$0	\$0

S-14	<b>Total Revenue</b>	\$1,081,967	\$1,607,875	\$1,989,006	\$1,989,006
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Douglas Recreation Board  
FY 7/1/20-6/30/21

EXPENDITURE SUMMARY		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
S-15	<b>Capital Outlay</b>	\$700,940	\$434,735	\$500,000	\$500,000
S-16	<b>Interest and Fees On Debt</b>	\$0	\$0	\$0	\$0
S-17	<b>Administration</b>	\$3,922	\$3,922	\$4,000	\$4,000
S-18	<b>Operations</b>	\$541,929	\$672,757	\$629,383	\$629,383
S-19	<b>Indirect Costs</b>	\$180,918	\$181,774	\$197,475	\$197,475
S-20R	<b>Expenditures paid by Reserves</b>	\$0	\$0	\$0	\$0
S-20	<b>Total Expenditures</b>	\$1,427,709	\$1,293,188	\$1,330,858	\$1,330,858

DEBT SUMMARY		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending 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	Pending Approval
S-22	<b>TOTAL GENERAL FUNDS</b>	\$1,708,379	\$1,708,379	\$2,023,066	\$2,023,066

Summary of Reserve Funds		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
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	\$0	\$0	\$0	\$0
S-26	c. Bond Funds	\$0	\$0	\$0	\$0
	<b>Total Reserves (a+b+c)</b>	\$0	\$0	\$0	\$0
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	\$0	\$0	\$0
S-30	c. Bond Funds	\$0	\$0	\$0	\$0
	<b>Total to be added (a+b+c)</b>	\$0	\$0	\$0	\$0
S-31	<b>Subtotal</b>	\$0	\$0	\$0	\$0
S-32	<b>Less Total to be spent</b>	\$0	\$0	\$0	\$0
S-33	<b>TOTAL RESERVES AT END OF FISCAL YEAR</b>	\$0	\$0	\$0	\$0

*End of Summary*

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

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

**DISTRICT ADDRESS:** 615 Hamilton Street  
Douglas, WY 82633

**PREPARED BY:** Tracy Boner

**DISTRICT PHONE:** 307-358-2942

# Proposed Budget

Douglas Recreation Board  
 NAME OF DISTRICT/BOARD \_\_\_\_\_

FYE 6/30/2021 \_\_\_\_\_

## PROPERTY TAXES AND ASSESSMENTS

		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
R-1	<b>Property Taxes and Assessments Received</b>				
R-1.1	<b>Tax Levy (From the County Treasurer)</b>	\$1,009,675	\$1,509,675	\$1,889,506	\$1,889,506
R-1.2	Other County Support				

## FORECASTED REVENUE

		2018-2019 Actual	2019-2020 Estimated	2020-2021 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	\$15,000	\$30,000	\$30,000	\$30,000
R-2.4	Other (Specify) _____				
R-2.5	<b>Total Government Support</b>	\$15,000	\$30,000	\$30,000	\$30,000
R-3	<b>Operating Revenues</b>				
R-3.1	Customer Charges	\$51,629	\$64,000	\$65,000	\$65,000
R-3.2	Sales of Goods or Services	\$501			
R-3.3	Other Assessments				
R-3.4	<b>Total Operating Revenues</b>	\$52,130	\$64,000	\$65,000	\$65,000
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	\$5,162	\$4,200	\$4,500	\$4,500
R-5.2	Other: Specify _____				
R-5.3	Other: Additional _____				
R-5.4	<b>Total Miscellaneous</b>	\$5,162	\$4,200	\$4,500	\$4,500
R-5.5	<b>Total Forecasted Revenue</b>	\$72,292	\$98,200	\$99,500	\$99,500
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

Douglas Recreation Board

FYE 6/30/2021

NAME OF DISTRICT/BOARD

## CAPITAL OUTLAY BUDGET

		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
<b>E-1</b>	<b>Capital Outlay</b>				
E-1.1	Real Property	\$691,390	\$424,735	\$500,000	\$500,000
E-1.2	Vehicles				
E-1.3	Office Equipment				
E-1.4	Other (Specify)				
E-1.5	Recreation equipment	\$9,550	\$10,000		
E-1.6	_____				
E-1.7	_____				
E-1.8	<b>TOTAL CAPITAL OUTLAY</b>	<b>\$700,940</b>	<b>\$434,735</b>	<b>\$500,000</b>	<b>\$500,000</b>

## ADMINISTRATION BUDGET

		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
<b>E-2</b>	<b>Personnel Services</b>				
E-2.1	Administrator	\$2,722	\$2,722	\$2,800	\$2,800
E-2.2	Secretary	\$1,200	\$1,200	\$1,200	\$1,200
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				
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				
E-5.5	Other (Specify)				
E-5.6	_____				
E-5.7	_____				
E-5.8	_____				
<b>E-6</b>	<b>TOTAL ADMINISTRATION</b>	<b>\$3,922</b>	<b>\$3,922</b>	<b>\$4,000</b>	<b>\$4,000</b>

# Proposed Budget

Douglas Recreation Board

FYE 6/30/2021

<b>OPERATIONS BUDGET</b>
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		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
<b>E-7</b>	<b>Personnel Services</b>				
E-7.1	Wages--Operations	\$335,005	\$366,500	\$368,000	\$368,000
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				
E-8.2	Other (Specify)				
E-8.3	Recreation conferences	\$5,630	\$3,820	\$3,000	\$3,000
E-8.4	_____				
E-8.5	_____				
<b>E-9</b>	<b>Operating supplies (List)</b>				
E-9.1	Printing	\$10,407	\$7,531	\$8,000	\$8,000
E-9.2	Recreation supplies	\$32,778	\$35,149	\$22,000	\$22,000
E-9.3	Office	\$3,040	\$3,480	\$5,100	\$5,100
E-9.4	_____				
E-9.5	_____				
<b>E-10</b>	<b>Program Services (List)</b>				
E-10.1	Recreation services	\$81,500	\$95,273	\$115,283	\$115,283
E-10.2	Youth programs	\$55,633	\$77,000	\$90,000	\$90,000
E-10.3	_____				
E-10.4	_____				
E-10.5	_____				
<b>E-11</b>	<b>Contractual Arrangements (List)</b>				
E-11.1	Rec Center consulting	\$9,722	\$5,705	\$6,000	\$6,000
E-11.2	_____				
E-11.3	_____				
E-11.4	_____				
E-11.5	_____				
<b>E-12</b>	<b>Other operations (Specify)</b>				
E-12.1	Utilities	\$1,920	\$1,360	\$2,000	\$2,000
E-12.2	Repairs and maintenance	\$6,294	\$76,939	\$10,000	\$10,000
E-12.3	_____				
E-12.4	_____				
E-12.5	_____				
<b>E-13</b>	<b>TOTAL OPERATIONS</b>	<b>\$541,929</b>	<b>\$672,757</b>	<b>\$629,383</b>	<b>\$629,383</b>

# Proposed Budget

Douglas Recreation Board

FYE 6/30/2021

## INDIRECT COSTS BUDGET

			2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
<b>E-14</b>	<b>Insurance</b>					
E-14.1	Liability		\$6,434	\$6,415	\$6,500	\$6,500
E-14.2	Buildings and vehicles					
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		\$24,618	\$26,853	\$28,399	\$28,399
E-15.2	Workers Compensation		\$5,285	\$3,320	\$4,000	\$4,000
E-15.3	Unemployment Taxes					
E-15.4	Retirement		\$40,411	\$45,451	\$50,862	\$50,862
E-15.5	Health Insurance		\$104,170	\$99,735	\$107,714	\$107,714
E-15.6	Other (Specify)					
E-15.7	_____					
E-15.8	_____					
E-15.9						
<b>E-17</b>	<b>TOTAL INDIRECT COSTS</b>		<b>\$180,918</b>	<b>\$181,774</b>	<b>\$197,475</b>	<b>\$197,475</b>

## DEBT SERVICE BUDGET

			2018-2019 Actual	2019-2020 Estimated	2020-2021 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

Douglas Recreation Board  
 NAME OF DISTRICT/BOARD

FYE 6/30/2021

## GENERAL FUNDS

		End of Year	Beginning	Beginning	
		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
<b>C-1</b>	<b>Balances at Beginning of Fiscal Year</b>				
C-1.1	General Fund Checking Account Balance	\$1,708,379	\$1,708,379	\$2,023,066	\$2,023,066
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)	\$0	\$0	\$0	\$0
C-1.6	<b>Total Estimated Cash and Investments on Hand</b>	<b>\$1,708,379</b>	<b>\$1,708,379</b>	<b>\$2,023,066</b>	<b>\$2,023,066</b>
<b>C-2</b>	<b>General Fund Reductions:</b>				
C-2.1	a. Unpaid bills at FYE				
C-2.2	b. Reserves	\$0	\$0	\$0	\$0
C-2.3	<b>Total Deductions (a+b)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
C-2.4	<b>Estimated Non-Restricted Funds Available</b>	<b>\$1,708,379</b>	<b>\$1,708,379</b>	<b>\$2,023,066</b>	<b>\$2,023,066</b>

## SINKING & DEBT SERVICE FUNDS

		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
<b>C-3</b>					
C-3.1	Beginning Balance in Reserve Account (end of previous year)		\$0	\$0	
C-3.2	<i>Date of Reserve Approval in Minutes:</i>				
C-3.3	Amount to be added to the reserve				
C-3.4	<i>Date of Reserve Approval in Minutes:</i>				
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 and project to be spent				
C-3.7	a. _____				
C-3.8	b. _____				
C-3.9	c. _____				
C-3.10	<i>Date of Reserve Approval in Minutes:</i>				
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	\$0	\$0	\$0	\$0

## RESERVES

		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
<b>C-4</b>					
C-4.1	Beginning Balance in Reserve Account (end of previous year)		\$0	\$0	
C-4.2	<i>Date of Reserve Approval in Minutes:</i>				
C-4.3	Amount to be added to the reserve				
C-4.4	<i>Date of Reserve Approval in Minutes:</i>				
C-4.5	<b>SUB-TOTAL</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
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	<i>Date of Reserve Approval in Minutes:</i>				
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	\$0	\$0	\$0	\$0

## BOND FUNDS

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