

## Proposed Budget

Glenrock Recreation District	
Budget Hearing Information	
412 S. 4th Street/ PO Box 1884	Location: Glenrock Recreation Center
Glenrock, Wy 82637	Date: 7/14/2020
(307) 436-5434	Time: 5:30pm
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 the equipment needed to keep up with the demand of growth we have seen with our Community Recreation Center.

**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	<p><b>If Yes, enter</b></p> Address of office: 412 S. 4th Street 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?  
 The minutes are located in the Recreation Center.

How and where are the notices of meeting posted for the public?  
 Notices are posted in the paper and around the building.

Where are the public meetings held?  
 The meetings are held in the Recreation Center Board Room.

## PROPOSED BUDGET SUMMARY

OVERVIEW		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
S-1	<b>Total Budgeted Expenditures</b>	\$396,350	\$404,056	\$507,000	\$507,000
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>	\$802,126	\$1,108,503	\$1,177,990	\$1,177,990
S-5	<i>Amount requested from County Commissioners</i>	\$366,282	\$422,089	\$351,741	\$351,741
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>	\$14,873	\$0	\$60,700	\$60,700
S-8	<b>Tax levy (From the County Treasurer)</b>	\$366,282	\$422,089	\$351,741	\$351,741
S-9	<b>Government Support</b>	\$12,000	\$278,550	\$380,227	\$380,227
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>	\$1,107	\$0	\$4,100	\$4,100
S-13	<b>Other Forecasted Revenue</b>	\$0	\$0	\$0	\$0

S-14	<b>Total Revenue</b>	\$394,262	\$700,639	\$796,768	\$796,768
		FY 7/1/20-6/30/21 Glenrock Recreation District			

EXPENDITURE SUMMARY		2018-2019 Actual	2019-2020 Estimated	2020-2021 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>	\$136,864	\$151,019	\$161,500	\$161,500
S-18	<b>Operations</b>	\$216,945	\$205,353	\$291,500	\$291,500
S-19	<b>Indirect Costs</b>	\$42,541	\$47,684	\$54,000	\$54,000
S-20R	<b>Expenditures paid by Reserves</b>	\$0	\$0	\$0	\$0
S-20	<b>Total Expenditures</b>	\$396,350	\$404,056	\$507,000	\$507,000

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>	\$407,864	\$407,864	\$381,222	\$381,222

Summary of Reserve Funds					
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	\$238,481	\$238,481	\$245,933	\$245,933
S-26	c. Bond Funds	\$0	\$0	\$0	\$0
	<b>Total Reserves (a+b+c)</b>	<b>\$238,481</b>	<b>\$238,481</b>	<b>\$245,933</b>	<b>\$245,933</b>
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>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
S-31	<b>Subtotal</b>	\$238,481	\$238,481	\$245,933	\$245,933
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>\$238,481</b>	<b>\$238,481</b>	<b>\$245,933</b>	<b>\$245,933</b>

*End of Summary*

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

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

**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 6/30/2021 \_\_\_\_\_

## 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	Tax Levy (From the County Treasurer)	\$366,282	\$422,089	\$351,741	\$351,741
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)		\$260,550	\$343,227	\$343,227
R-2.3	City (or Town) Aid	\$12,000	\$18,000	\$37,000	\$37,000
R-2.4	Other (Specify) _____				
R-2.5	<b>Total Government Support</b>	\$12,000	\$278,550	\$380,227	\$380,227
R-3	<b>Operating Revenues</b>				
R-3.1	Customer Charges	\$14,270		\$60,000	\$60,000
R-3.2	Sales of Goods or Services	\$603		\$700	\$700
R-3.3	Other Assessments				
R-3.4	<b>Total Operating Revenues</b>	\$14,873	\$0	\$60,700	\$60,700
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	\$1,107		\$4,100	\$4,100
R-5.2	Other: Specify _____				
R-5.3	Other: Additional _____				
R-5.4	<b>Total Miscellaneous</b>	\$1,107	\$0	\$4,100	\$4,100
R-5.5	<b>Total Forecasted Revenue</b>	\$27,980	\$278,550	\$445,027	\$445,027
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 6/30/2021

## 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				
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

		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
<b>E-2</b>	<b>Personnel Services</b>				
E-2.1	Administrator	\$85,394	\$88,109	\$92,000	\$92,000
E-2.2	Secretary	\$25,113	\$35,270	\$38,000	\$38,000
E-2.3	Clerical				
E-2.4	Other (Specify)				
E-2.5	Pool Manager	\$15,120	\$16,081	\$18,000	\$18,000
E-2.6	_____				
E-2.7	_____				
<b>E-3</b>	<b>Board Expenses</b>				
E-3.1	Travel	\$1,919	\$2,005	\$2,500	\$2,500
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	\$9,318	\$9,554	\$11,000	\$11,000
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				
E-5.5	Other (Specify)				
E-5.6	_____				
E-5.7	_____				
E-5.8	_____				
<b>E-6</b>	<b>TOTAL ADMINISTRATION</b>	\$136,864	\$151,019	\$161,500	\$161,500

# Proposed Budget

Glenrock Recreation District

FYE 6/30/2021

<b>OPERATIONS BUDGET</b>
--------------------------

		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
<b>E-7</b>	<b>Personnel Services</b>				
E-7.1	Wages--Operations	\$57,602	\$58,731	\$65,000	\$65,000
E-7.2	Service Contracts				
E-7.3	Other (Specify)				
E-7.4	Pool Staff Wages	\$32,611	\$51,105	\$55,000	\$55,000
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 Center Supplies	\$6,298	\$6,809	\$10,000	\$10,000
E-9.2	Pool Supplies	\$1,644	\$3,943	\$5,000	\$5,000
E-9.3	Field Supplies	\$2,191	\$315	\$5,000	\$5,000
E-9.4	Building Supplies	\$738	\$5,772	\$8,000	\$8,000
E-9.5					
<b>E-10</b>	<b>Program Services (List)</b>				
E-10.1	Youth Programs	\$13,688	\$9,375	\$15,000	\$15,000
E-10.2	Youth Program Dues		\$1,500	\$2,500	\$2,500
E-10.3	Adult Programs	\$1,370		\$5,000	\$5,000
E-10.4	Scholarship Fund	\$500	\$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	\$3,239	\$2,013	\$10,000	\$10,000
E-12.2	Utilities	\$46,975	\$55,138	\$58,000	\$58,000
E-12.3	Advertising	\$89	\$152	\$500	\$500
E-12.4	Major Maintenance	\$50,000	\$10,000	\$50,000	\$50,000
E-12.5					
<b>E-13</b>	<b>TOTAL OPERATIONS</b>	<b>\$216,945</b>	<b>\$205,353</b>	<b>\$291,500</b>	<b>\$291,500</b>

# Proposed Budget

Glenrock Recreation District

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		\$7,182	\$6,420	\$7,500	\$7,500
E-14.2	Buildings and vehicles		\$7,500	\$7,500	\$8,000	\$8,000
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		\$13,724	\$16,037	\$16,500	\$16,500
E-15.2	Workers Compensation			\$1,672	\$2,000	\$2,000
E-15.3	Unemployment Taxes					
E-15.4	Retirement		\$10,926	\$12,305	\$15,000	\$15,000
E-15.5	Health Insurance					
E-15.6	Other (Specify)					
E-15.7	Medicare		\$3,209	\$3,750	\$5,000	\$5,000
E-15.8	_____					
E-15.9	_____					
<b>E-17</b>	<b>TOTAL INDIRECT COSTS</b>		<b>\$42,541</b>	<b>\$47,684</b>	<b>\$54,000</b>	<b>\$54,000</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

Glenrock Recreation District  
 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	\$407,864	\$407,864	\$381,222	\$381,222
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)	\$238,481	\$238,481	\$245,933	\$245,933
C-1.6	<b>Total Estimated Cash and Investments on Hand</b>	<b>\$646,345</b>	<b>\$646,345</b>	<b>\$627,155</b>	<b>\$627,155</b>
<b>C-2</b>	<b>General Fund Reductions:</b>				
C-2.1	a. Unpaid bills at FYE				
C-2.2	b. Reserves	\$238,481	\$238,481	\$245,933	\$245,933
C-2.3	<b>Total Deductions (a+b)</b>	<b>\$238,481</b>	<b>\$238,481</b>	<b>\$245,933</b>	<b>\$245,933</b>
C-2.4	<b>Estimated Non-Restricted Funds Available</b>	<b>\$407,864</b>	<b>\$407,864</b>	<b>\$381,222</b>	<b>\$381,222</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)	\$238,481	\$238,481	\$245,933	\$245,933
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>\$238,481</b>	<b>\$238,481</b>	<b>\$245,933</b>	<b>\$245,933</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	\$238,481	\$238,481	\$245,933	\$245,933

## 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>