

Proposed Budget

Converse County Senior Citizen Service District	
<small>Budget Hearing Information</small>	
PO Box 584	Location: Douglas Senior Center
Douglas, WY 82637	Date: 7/8/2024
307-262-3326	Time: 9:00 AM
Converse County	Budget Prepared by: Kathy Patceg

<small>S-A</small>	BUDGET MESSAGE	<small>W.S. 16-12-403 (c)</small>																				
<p>The new legislation that was adopted last year has proven to be a huge benefit to Converse County housing units. Again this year, the mill levy revenue was up thanks to the oil and gas production. Our revenue and savings have been enough to cover the True-up to the County of \$4,136,566.59 and the Glenrock Housing Authority, Douglas Houding Authority, Riverside I and II, and Converse County Aging Services.</p> <p>This year, the District has again lowered the mill levy request to 0.00005. We have also set aside \$1,500,000.00 for future capital expansion and set aside \$2,349,959.00 for this year's payback of tax Revenue.</p> <p>This year our budget requests are as follows:</p> <table style="margin-left: 40px; border: none;"> <tr><td>District Budget</td><td style="text-align: right;">\$54,500.000</td></tr> <tr><td>Capital Expansion</td><td style="text-align: right;">\$1,500,000.00</td></tr> <tr><td>Converse County Aging Services</td><td style="text-align: right;">\$2,730,964.00</td></tr> <tr><td>Douglas Housing Authority</td><td style="text-align: right;">\$353,359.00</td></tr> <tr><td>Glenrock Housing Authority</td><td style="text-align: right;">\$852,255.00</td></tr> <tr><td>Riverside I</td><td style="text-align: right;">\$580,000.00</td></tr> <tr><td>Riverside II</td><td style="text-align: right;">\$394,000.00</td></tr> <tr><td>Carry over Reserve-New Law</td><td style="text-align: right;">\$4,000,000.00</td></tr> <tr><td>Operating reserve</td><td style="text-align: right;">\$500,000.00</td></tr> <tr><td>Payback for Tax Revenue</td><td style="text-align: right;">\$2,349,959.00</td></tr> </table>			District Budget	\$54,500.000	Capital Expansion	\$1,500,000.00	Converse County Aging Services	\$2,730,964.00	Douglas Housing Authority	\$353,359.00	Glenrock Housing Authority	\$852,255.00	Riverside I	\$580,000.00	Riverside II	\$394,000.00	Carry over Reserve-New Law	\$4,000,000.00	Operating reserve	\$500,000.00	Payback for Tax Revenue	\$2,349,959.00
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<small>S-B</small>	RESERVE DESCRIPTION
<p>Original operating funds of \$500,000.00 for emergencies - Per State Statute \$4,000,000.00 - \$2,349,959.00 for tax revenue payback and \$1,500,000.00 for futue capital expansion.</p>	

<small>S-C</small>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: center;">Names of Board Members</th> <th style="text-align: center;">Date of End of Term</th> </tr> </thead> <tbody> <tr><td>Donal Luhrsen</td><td style="text-align: center;">11/5/26</td></tr> <tr><td>Lucile Taylor</td><td style="text-align: center;">11/5/24</td></tr> <tr><td>Kathleen M Patceg</td><td style="text-align: center;">11/5/24</td></tr> <tr><td>Tim Ricker</td><td style="text-align: center;">11/5/26</td></tr> <tr><td>Rita Redig</td><td style="text-align: center;">11/5/24</td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> </tbody> </table>	Names of Board Members	Date of End of Term	Donal Luhrsen	11/5/26	Lucile Taylor	11/5/24	Kathleen M Patceg	11/5/24	Tim Ricker	11/5/26	Rita Redig	11/5/24													<p>Does the district have regular office hours exceeding 20 hours per week? No</p> <table border="1" style="width: 100%; height: 40px; border-collapse: collapse;"> <tr><td> </td></tr> <tr><td> </td></tr> <tr><td> </td></tr> <tr><td> </td></tr> </table> <p style="font-size: small; border: 1px solid black; padding: 5px;">W.S.16-12-303(c) requires special districts with office hours less than 20 per week to maintain copies of records at the county clerks office. Record format specified by county clerk.</p>				
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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		2022-2023 Actual	2023-2024 Estimated	2024-2025 Proposed	Pending Approval
S-1	Total Budgeted Expenditures	\$41,309	\$8,557,667	\$8,815,007	\$8,815,007
S-2	Total Principal to Pay on Debt	\$0	\$0	\$0	\$0
S-3	Total Change to Restricted Funds	\$0	\$0	\$2,018,589	\$2,018,589
S-4	Total General Fund and Forecasted Revenues Available	\$4,438,115	\$3,422,041	\$10,833,596	\$10,833,596
S-5	<i>Amount requested from County Commissioners</i>	\$4,334,228	\$3,277,990	\$17,000	\$17,000
S-6	Additional Funding Needed :			\$0	\$0

REVENUE SUMMARY		2022-2023 Actual	2023-2024 Estimated	2024-2025 Proposed	Pending Approval
S-7	Operating Revenues	\$0	\$0	\$0	\$0
S-8	Tax levy (From the County Treasurer)	\$4,334,228	\$3,277,990	\$17,000	\$17,000
S-9	Government Support	\$0	\$0	\$0	\$0
S-10	Grants	\$0	\$0	\$0	\$0
S-11	Other County Support (Not from Co. Treas.)	\$0	\$0	\$0	\$0
S-12	Miscellaneous	\$103,887	\$144,051	\$0	\$0
S-13	Other Forecasted Revenue	\$0	\$0	\$0	\$0
S-14	Total Revenue	\$4,438,115	\$3,422,041	\$17,000	\$17,000

FY 7/1/24-6/30/25 Converse County Senior Citizen Service District

EXPENDITURE SUMMARY		2022-2023 Actual	2023-2024 Estimated	2024-2025 Proposed	Pending Approval
S-15	Capital Outlay	\$0	\$0	\$1,500,000	\$1,500,000
S-16	Interest and Fees On Debt	\$0	\$0	\$0	\$0
S-17	Administration	\$41,309	\$8,557,667	\$7,315,007	\$7,315,007
S-18	Operations	\$0	\$0	\$0	\$0
S-19	Indirect Costs	\$0	\$0	\$0	\$0
S-20R	Expenditures paid by Reserves	\$0	\$0	\$0	\$0
S-20	Total Expenditures	\$41,309	\$8,557,667	\$8,815,007	\$8,815,007

DEBT SUMMARY		2022-2023 Actual	2023-2024 Estimated	2024-2025 Proposed	Pending Approval
S-21	Principal Paid on Debt	\$0	\$0	\$0	\$0

CASH AND INVESTMENTS		2022-2023 Actual	2023-2024 Estimated	2024-2025 Proposed	Pending Approval
S-22	TOTAL GENERAL FUNDS	\$0	\$0	\$10,816,596	\$10,816,596

Summary of Reserve Funds

S-23	Beginning Balance in Reserve Accounts				
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
	Total Reserves (a+b+c)	\$0	\$0	\$0	\$0
S-27	Amount to be added				
S-28	a. Sinking and Debt Service Funds	\$0	\$0	\$0	\$0
S-29	b. Reserves	\$0	\$0	\$2,018,589	\$2,018,589
S-30	c. Bond Funds	\$0	\$0	\$0	\$0
	Total to be added (a+b+c)	\$0	\$0	\$2,018,589	\$2,018,589
S-31	Subtotal	\$0	\$0	\$2,018,589	\$2,018,589
S-32	Less Total to be spent	\$0	\$0	\$0	\$0
S-33	TOTAL RESERVES AT END OF FISCAL YEAR	\$0	\$0	\$2,018,589	\$2,018,589

End of Summary

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

Date adopted by Special District _____

DISTRICT ADDRESS: PO Box 584
Douglas, WY 82637

PREPARED BY: Kathy Patceg

DISTRICT PHONE: 307-262-3326

Proposed Budget

Converse County Senior Citizen Service District

FYE 6/30/2025

NAME OF DISTRICT/BOARD

PROPERTY TAXES AND ASSESSMENTS

	DOA Chart of Accounts	2022-2023 Actual	2023-2024 Estimated	2024-2025 Proposed	Pending Approval
R-1 Property Taxes and Assessments Received					
R-1.1 Tax Levy (From the County Treasurer)	4001	\$4,334,228	\$3,277,990	\$17,000	\$17,000
R-1.2 Other County Support (see note on the right)	4005				

FORECASTED REVENUE

	DOA Chart of Accounts	2022-2023 Actual	2023-2024 Estimated	2024-2025 Proposed	Pending Approval
R-2 Revenues from Other Governments					
R-2.1 State Aid	4211				
R-2.2 Additional County Aid (non-treasurer)	4237				
R-2.3 City (or Town) Aid	4237				
R-2.4 Other (Specify)	4237				
R-2.5 Total Government Support		\$0	\$0	\$0	\$0
R-3 Operating Revenues					
R-3.1 Customer Charges	4300				
R-3.2 Sales of Goods or Services	4300				
R-3.3 Other Assessments	4503				
R-3.4 Total Operating Revenues		\$0	\$0	\$0	\$0
R-4 Grants					
R-4.1 Direct Federal Grants	4201				
R-4.2 Federal Grants thru State Agencies	4201				
R-4.3 Grants from State Agencies	4211				
R-4.4 Total Grants		\$0	\$0	\$0	\$0
R-5 Miscellaneous Revenue					
R-5.1 Interest	4501	\$103,887	\$144,051		
R-5.2 Other: Specify <u>Interest Income</u>	4500				
R-5.3 Other: Additional _____					
R-5.4 Total Miscellaneous		\$103,887	\$144,051	\$0	\$0
R-5.5 Total Forecasted Revenue		\$103,887	\$144,051	\$0	\$0
R-6 Other Forecasted Revenue					
R-6.1 a. Other past due as estimated by Co. Treas.	4004				
R-6.2 b. Other forecasted revenue (specify):					
R-6.3 _____	4500				
R-6.4 _____	4500				
R-6.5 _____					
R-6.6 Total Other Forecasted Revenue (a+b)		\$0	\$0	\$0	\$0

Proposed Budget

Converse County Senior Citizen Service District

FYE 6/30/2025

NAME OF DISTRICT/BOARD

CAPITAL OUTLAY BUDGET

	DOA Chart of Accounts	2022-2023 Actual	2023-2024 Estimated	2024-2025 Proposed	Pending Approval
E-1 Capital Outlay					
E-1.1 Real Property	6201				
E-1.2 Vehicles	6210				
E-1.3 Office Equipment	6211				
E-1.4 Other (Specify)					
E-1.5 Capital expansion	6200			\$1,500,000	\$1,500,000
E-1.6 _____	6200				
E-1.7 _____					
E-1.8 TOTAL CAPITAL OUTLAY		\$0	\$0	\$1,500,000	\$1,500,000

ADMINISTRATION BUDGET

	DOA Chart of Accounts	2022-2023 Actual	2023-2024 Estimated	2024-2025 Proposed	Pending Approval
E-2 Personnel Services					
E-2.1 Administrator	7002				
E-2.2 Secretary	7003				
E-2.3 Clerical	7004				
E-2.4 Other (Specify)					
E-2.5 _____	7005				
E-2.6 _____	7005				
E-2.7 _____					
E-3 Board Expenses					
E-3.1 Travel	7011	\$4,000	\$4,000	\$1,500	\$1,500
E-3.2 Mileage	7012	\$2,000	\$2,000	\$1,500	\$1,500
E-3.3 Other (Specify)					
E-3.4 Dues/memberships/registrations	7013	\$2,000	\$2,000	\$1,000	\$1,000
E-3.5 Elections	7013	\$1,000	\$1,000	\$1,500	\$1,500
E-3.6 _____					
E-4 Contractual Services					
E-4.1 Legal	7021		\$3,000	\$3,000	\$3,000
E-4.2 Accounting/Auditing	7022	\$27,200	\$27,000	\$40,000	\$40,000
E-4.3 Other (Specify)					
E-4.4 Newspaper legals	7023	\$508	\$600	\$600	\$600
E-4.5 _____	7023	\$601			
E-4.6 _____					
E-5 Other Administrative Expenses					
E-5.1 Office Supplies	7031	\$2,000	\$2,000	\$1,000	\$1,000
E-5.2 Office equipment, rent & repair	7032		\$2,900	\$2,900	\$2,900
E-5.3 Education	7033				
E-5.4 Registrations	7034				
E-5.5 Other (Specify)					
E-5.6 Treasurer bonding	7035	\$1,000	\$500	\$500	\$500
E-5.7 Website	7035		\$1,000	\$1,000	\$1,000
E-5.8 see additional details		\$1,000	\$8,511,667	\$7,260,507	\$7,260,507
E-6 TOTAL ADMINISTRATION		\$41,309	\$8,557,667	\$7,315,007	\$7,315,007

Proposed Budget

Converse County Senior Citizen Service District

FYE 6/30/2025

OPERATIONS BUDGET

	DOA Chart of Accounts	2022-2023 Actual	2023-2024 Estimated	2024-2025 Proposed	Pending Approval
E-7 Personnel Services					
E-7.1	Wages--Operations	7202			
E-7.2	Service Contracts	7203			
E-7.3	Other (Specify)				
E-7.4	_____	7204			
E-7.5	_____	7204			
E-7.6	_____				
E-8 Travel					
E-8.1	Mileage	7211			
E-8.2	Other (Specify)				
E-8.3	_____	7212			
E-8.4	_____	7212			
E-8.5	_____				
E-9 Operating supplies (List)					
E-9.1	_____	7220			
E-9.2	_____	7220			
E-9.3	_____	7220			
E-9.4	_____	7220			
E-9.5	_____				
E-10 Program Services (List)					
E-10.1	_____	7230			
E-10.2	_____	7230			
E-10.3	_____	7230			
E-10.4	_____	7230			
E-10.5	_____				
E-11 Contractual Arrangements (List)					
E-11.1	_____	7400			
E-11.2	_____	7400			
E-11.3	_____	7400			
E-11.4	_____	7400			
E-11.5	_____				
E-12 Other operations (Specify)					
E-12.1	_____	7450			
E-12.2	_____	7450			
E-12.3	_____	7450			
E-12.4	_____	7450			
E-12.5	_____				
E-13 TOTAL OPERATIONS		\$0	\$0	\$0	\$0

Proposed Budget

Converse County Senior Citizen Service District

FYE 6/30/2025

INDIRECT COSTS BUDGET

	DOA Chart of Accounts	2022-2023 Actual	2023-2024 Estimated	2024-2025 Proposed	Pending Approval
E-14 Insurance					
E-14.1 Liability	7502				
E-14.2 Buildings and vehicles	7503				
E-14.3 Equipment	7504				
E-14.4 Other (Specify)					
E-14.5 _____	7505				
E-14.6 _____	7505				
E-14.7 _____					
E-15 Indirect payroll costs:					
E-15.1 FICA (Social Security) taxes	7511				
E-15.2 Workers Compensation	7512				
E-15.3 Unemployment Taxes	7513				
E-15.4 Retirement	7514				
E-15.5 Health Insurance	7515				
E-15.6 Other (Specify)					
E-15.7 _____	7516				
E-15.8 _____	7516				
E-15.9 _____					
E-17 TOTAL INDIRECT COSTS		\$0	\$0	\$0	\$0

DEBT SERVICE BUDGET

	DOA Chart of Accounts	2022-2023 Actual	2023-2024 Estimated	2024-2025 Proposed	Pending Approval
D-1 Debt Service					
D-1.1 Principal	6401				
D-1.2 Interest	6410				
D-1.3 Fees	6420				
D-2 TOTAL DEBT SERVICE		\$0	\$0	\$0	\$0

Proposed Budget

Converse County Senior Citizen Service District

FYE 6/30/2025

NAME OF DISTRICT/BOARD

GENERAL FUNDS

		End of Year	Beginning	Beginning	
		2022-2023	2023-2024	2024-2025	Pending
		Actual	Estimated	Proposed	Approval
C-1	Balances at Beginning of Fiscal Year				
C-1.1	General Fund Checking	1010	\$0	\$4,644,155	\$4,644,155
C-1.2	Savings and Investments	1040	\$0	\$1,184,178	\$1,184,178
C-1.3	General Fund CD Balance	1050	\$0	\$4,988,263	\$4,988,263
C-1.4	All Other Funds	1020	\$0		
C-1.5	Reserves (From Below)		\$0	\$2,018,589	\$2,018,589
C-1.6	Total Estimated Cash and Investments on Hand		\$0	\$12,835,185	\$12,835,185
C-2	General Fund Reductions:				
C-2.1	a. Unpaid bills at FYE	2010			
C-2.2	b. Reserves		\$0	\$2,018,589	\$2,018,589
C-2.3	Total Deductions (a+b)		\$0	\$2,018,589	\$2,018,589
C-2.4	Estimated Non-Restricted Funds Available		\$0	\$10,816,596	\$10,816,596

	DOA Chart of Accounts
SINKING & DEBT SERVICE FUNDS	1070

		2022-2023	2023-2024	2024-2025	Pending
		Actual	Estimated	Proposed	Approval
C-3	Beginning Balance in Reserve Account (end of previous year)		\$0	\$0	
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

	1090
RESERVES	1090

		2022-2023	2023-2024	2024-2025	Pending
		Actual	Estimated	Proposed	Approval
C-4	Beginning Balance in Reserve Account (end of previous year)		\$0	\$0	
C-4.1	Beginning Balance in Reserve Account (end of previous year)		\$0	\$0	
C-4.2	Date of Reserve Approval in Minutes: _____				
C-4.3	Amount to be added to the reserve _____			\$2,018,589	\$2,018,589
C-4.4	Date of Reserve Approval in Minutes: _____				
C-4.5	SUB-TOTAL	\$0	\$0	\$2,018,589	\$2,018,589
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	\$0	\$0	\$2,018,589	\$2,018,589

	1060
BOND FUNDS	1060

		2022-2023	2023-2024	2024-2025	Pending
		Actual	Estimated	Proposed	Approval
C-5	Beginning Balance in Reserve Account (end of previous year)		\$0	\$0	
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

