

Amended Budget

Converse County Senior Citizens Service District	
Budget Hearing Information	
PO Box 584	Location: Converse County Courthouse Community Room
Douglas, WY 82633	Date: 7/8/2019
307-351-5720	Time: 9:00 AM
Converse County	Budget Prepared by: Kathy Patceg, Treasurer

Date of Amended Budget Approval: 07/23/19

S-A	BUDGET MESSAGE	W.S. 16-4-104(d)
<p style="font-size: x-small;">This is the first year of the Converse County Senior Citizens Service District. Our purpose is to assist the Converse County Aging Services (CCAS). Revenues are collected from a voter approved two mill tax levy. Included in this budget is \$1,447,655.00 requested from CCAS. This is broken down from their itemized list of \$1,027,655.00 and \$420,000.00 to cover local match monies at \$35,000 per month. To set up the new District, \$900,703.00 has been budgeted to cover training, office supplies, legal, accounting, etc. Included in this total is \$500,000.00 to be placed in a reserve account for emergencies and operating cash (see reserve discription below). The District is working on adopting an Investment Policy and investing reserve funds in an approved manner.</p>		

S-B	RESERVE DESCRIPTION
<p style="font-size: x-small;">FY 19/20 - \$500,000.00 will be maintained in a reserve account, \$450,000.00 for emergencies and \$50,000 for operating expenses.</p>	

S-C																									
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Names of Board Members</th> <th style="text-align: left;">Date of End of Term</th> </tr> </thead> <tbody> <tr><td>Tim Ricker</td><td>11/6/22</td></tr> <tr><td>Ron Yates</td><td>11/6/20</td></tr> <tr><td>Bill Canaday</td><td>11/6/22</td></tr> <tr><td>Kathy Patceg</td><td>11/6/20</td></tr> <tr><td>Joanne Demarias</td><td>11/6/20</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	Tim Ricker	11/6/22	Ron Yates	11/6/20	Bill Canaday	11/6/22	Kathy Patceg	11/6/20	Joanne Demarias	11/6/20													<p style="font-size: x-small;">Does the district have regular office hours exceeding 20 hours per week? No</p> <hr/> <p style="font-size: x-small;">If no above: Are the records on file with the County Clerk as required by W.S. 16-12-303(c)? Yes</p>
Names of Board Members	Date of End of Term																								
Tim Ricker	11/6/22																								
Ron Yates	11/6/20																								
Bill Canaday	11/6/22																								
Kathy Patceg	11/6/20																								
Joanne Demarias	11/6/20																								

Where are the minutes of your board meeting available for public review?
Converse County Clerk's Office

How and where are the notices of meeting posted for the public?
Douglas Budget Newspaper/Glenrock Independent Newspaper

Where are the public meetings held?
Douglas- County Community Room Glenrock - Glenrock Library Community Room

AMENDED BUDGET SUMMARY

OVERVIEW	2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Final Approval	Amended Budget
S-1 Total Budgeted Expenditures	\$0	\$0	\$1,848,358	\$1,848,358	\$1,848,358
S-2 Total Principal to Pay on Debt	\$0	\$0	\$0	\$0	\$0
S-3 Total Change to Restricted Funds	\$0	\$0	\$0	\$0	\$500,000
S-4 Total General Fund and Forecasted Revenues Available	\$0	\$0	\$2,387,358	\$2,387,358	\$2,387,358
S-5 <i>Amount requested from County Commissioners</i>	\$0	\$0	\$2,348,358	\$2,348,358	\$2,348,358
S-6 Additional Funding Needed :			\$0	\$0	\$0

REVENUE SUMMARY	2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Final Approval	Amended Budget
S-7 Operating Revenues	\$0	\$0	\$0	\$0	\$0
S-8 Tax levy (From the County Treasurer)	\$0	\$0	\$2,348,358	\$2,348,358	\$2,348,358
S-9 Government Support	\$0	\$0	\$0	\$0	\$0
S-10 Grants	\$0	\$0	\$0	\$0	\$0
S-11 Other County Support (Not from Co. Treas.)	\$0	\$0	\$0	\$0	\$0
S-12 Miscellaneous	\$0	\$0	\$0	\$0	\$0
S-13 Other Forecasted Revenue	\$0	\$0	\$0	\$0	\$0

S-14 Total Revenue	\$0	\$0	\$2,348,358	\$2,348,358	\$2,348,358
FY 7/1/19-6/30/20 Converse County Senior Citizens Service District					

EXPENDITURE SUMMARY	2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Final Approval	Amended Budget
S-15 Capital Outlay	\$0	\$0	\$0	\$0	\$0
S-16 Interest and Fees On Debt	\$0	\$0	\$0	\$0	\$0
S-17 Administration	\$0	\$0	\$1,848,358	\$1,848,358	\$1,848,358
S-18 Operations	\$0	\$0	\$0	\$0	\$0
S-19 Indirect Costs	\$0	\$0	\$0	\$0	\$0
S-20R Expenditures paid by Reserves	\$0	\$0	\$0	\$0	\$0
S-20 Total Expenditures	\$0	\$0	\$1,848,358	\$1,848,358	\$1,848,358

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

CASH AND INVESTMENTS	2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Final Approval	Amended Budget
S-22 TOTAL GENERAL FUNDS	\$0	\$0	\$39,000	\$39,000	\$39,000
Summary of Reserve Funds					
S-23 Beginning Balance in Reserve Accounts					
S-24 a. Depreciation Reserve	\$0	\$0	\$0	\$0	\$0
S-25 b. Other Reserve	\$0	\$0	\$0	\$0	\$0
S-26 c. Emergency Reserve (Cash)	\$0	\$0	\$0	\$0	\$0
Total Reserves (a+b+c)	\$0	\$0	\$0	\$0	\$0
S-27 Amount to be added					
S-28 a. Depreciation Reserve	\$0	\$0	\$0	\$0	\$0
S-29 b. Other Reserve	\$0	\$0	\$0	\$0	\$500,000
S-30 c. Emergency Reserve (Cash)	\$0	\$0	\$0	\$0	\$0
Total to be added (a+b+c)	\$0	\$0	\$0	\$0	\$500,000
S-31 Subtotal	\$0	\$0	\$0	\$0	\$500,000
S-32 Less Total to be spent	\$0	\$0	\$0	\$0	\$0
S-33 TOTAL RESERVES AT END OF FISCAL YEAR	\$0	\$0	\$0	\$0	\$500,000

End of Summary

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

Date adopted by Special District 7/8/2019

DISTRICT ADDRESS: PO Box 584
Douglas, WY 82633

PREPARED BY: Kathy Patceg, Treasurer

DISTRICT PHONE: 307-351-5720

Amended Budget

Converse County Senior Citizens Service District
NAME OF DISTRICT/BOARD

FYE 6/30/2020

PROPERTY TAXES AND ASSESSMENTS

		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Final Approval	Amended Budget
R-1	Property Taxes and Assessments Received					
R-1.1	Tax Levy (From the County Treasurer)			\$2,348,358	\$2,348,358	\$2,348,358
R-1.2	Other County Support					

FORECASTED REVENUE

		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Final Approval	Amended Budget
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	\$0
R-3	Operating Revenues					
R-3.1	Customer Charges					
R-3.2	Sales of Goods or Services					
R-3.3	Other Assessments					
R-3.4	Total Operating Revenues	\$0	\$0	\$0	\$0	\$0
R-4	Grants					
R-4.1	Direct Federal Grants					
R-4.2	Federal Grants thru State Agencies					
R-4.3	Grants from State Agencies					
R-4.4	Total Grants	\$0	\$0	\$0	\$0	\$0
R-5	Miscellaneous Revenue					
R-5.1	Interest					
R-5.2	Other: Specify					
R-5.3	Other: Additional					
R-5.4	Total Miscellaneous	\$0	\$0	\$0	\$0	\$0
R-5.5	Total Forecasted Revenue	\$0	\$0	\$0	\$0	\$0
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	\$0

Amended Budget

Converse County Senior Citizens Service District
 NAME OF DISTRICT/BOARD _____

FYE 6/30/2020 _____

CAPITAL OUTLAY BUDGET

		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Final Approval	Amended 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	\$0	\$0	\$0	\$0	\$0

ADMINISTRATION BUDGET

		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Final Approval	Amended 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			\$3,000	\$3,000	\$3,000
E-3.2	Mileage			\$1,000	\$1,000	\$1,000
E-3.3	Other (Specify)					
E-3.4	Training			\$6,000	\$6,000	\$6,000
E-3.5	_____					
E-3.6	_____					
E-4	Contractual Services					
E-4.1	Legal			\$2,000	\$2,000	\$2,000
E-4.2	Accounting/Auditing			\$15,000	\$15,000	\$15,000
E-4.3	Other (Specify)					
E-4.4	Yearly Legal Notices			\$1,000	\$1,000	\$1,000
E-4.5	Bonding			\$300	\$300	\$300
E-4.6	_____					
E-5	Other Administrative Expenses					
E-5.1	Office Supplies			\$2,000	\$2,000	\$2,000
E-5.2	Office equipment, rent & repair			\$2,000	\$2,000	\$2,000
E-5.3	Education			\$300	\$300	\$300
E-5.4	Registrations					
E-5.5	Other (Specify)					
E-5.6	Converse County Aging			\$1,447,655	\$1,447,655	\$1,447,655
E-5.7	Payback IRS/Operating			\$368,103	\$368,103	\$368,103
E-5.8	_____					
E-6	TOTAL ADMINISTRATION	\$0	\$0	\$1,848,358	\$1,848,358	\$1,848,358

Amended Budget

Converse County Senior Citizens Service Distict _____

FYE 6/30/2020 _____

INDIRECT COSTS BUDGET

			2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Final Approval	Amended Budget
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	_____						
E-14.6	_____						
E-14.7							
E-15	Indirect payroll costs:						
E-15.1	FICA (Social Security) taxes						
E-15.2	Workers Compensation						
E-15.3	Unemployment Taxes						
E-15.4	Retirement						
E-15.5	Health Insurance						
E-15.6	Other (Specify)						
E-15.7	_____						
E-15.8	_____						
E-15.9							
E-17	TOTAL INDIRECT COSTS		\$0	\$0	\$0	\$0	\$0

DEBT SERVICE BUDGET

			2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Final Approval	Amended Budget
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	\$0

Amended Budget

Converse County Senior Citizens Service District
NAME OF DISTRICT/BOARD

FYE 6/30/2020

GENERAL FUNDS

		End of Year	Beginning	Beginning		
		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Final Approval	Amended Budget
C-1	Balances at Beginning of Fiscal Year					
C-1.1	General Fund Checking Account Balance		\$0	\$39,000	\$39,000	\$39,000
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	\$500,000
C-1.6	Total Estimated Cash and Investments on Hand	\$0	\$0	\$39,000	\$39,000	\$539,000
C-2	General Fund Reductions:					
C-2.1	a. Unpaid bills at FYE					
C-2.2	b. Reserves	\$0	\$0	\$0	\$0	\$500,000
C-2.3	Total Deductions (a+b)	\$0	\$0	\$0	\$0	\$500,000
C-2.4	Estimated Non-Restricted Funds Available	\$0	\$0	\$39,000	\$39,000	\$39,000

SINKING & DEBT SERVICE FUNDS

		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Final Approval	Amended Budget
C-3	Beginning Balance in Reserve Account (end of previous year)		\$0	\$0		
C-3.1	<i>Date of Reserve Approval in Minutes:</i>					
C-3.2	Amount to be added to the reserve					
C-3.3	<i>Date of Reserve Approval in Minutes:</i>					
C-3.4	SUB-TOTAL	\$0	\$0	\$0	\$0	\$0
C-3.5	Identify the amount and project to be spent					
C-3.6	a. _____					
C-3.7	b. _____					
C-3.8	c. _____					
C-3.9	<i>Date of Reserve Approval in Minutes:</i>					
C-3.10	TOTAL CAPITAL OUTLAY (a+b+c)	\$0	\$0	\$0	\$0	\$0
C-3.11	Balance to be retained	\$0	\$0	\$0	\$0	\$0

RESERVES

		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Final Approval	Amended Budget
C-4	Beginning Balance in Reserve Account (end of previous year)		\$0	\$0		
C-4.1	<i>Date of Reserve Approval in Minutes:</i>					
C-4.2	Amount to be added to the reserve					\$500,000
C-4.3	<i>Date of Reserve Approval in Minutes:</i>					
C-4.4	7/8/2019					
C-4.5	SUB-TOTAL	\$0	\$0	\$0	\$0	\$500,000
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	TOTAL OTHER RESERVE OUTLAY (a+b+c)	\$0	\$0	\$0	\$0	\$0
C-4.12	Balance to be retained	\$0	\$0	\$0	\$0	\$500,000

BOND FUNDS

		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Final Approval	Amended Budget
C-5	Beginning Balance in Reserve Account (end of previous year)		\$0	\$0		
C-5.1	<i>Date of Reserve Approval in Minutes:</i>					
C-5.2	Amount to be added to the reserve					
C-5.3	<i>Date of Reserve Approval in Minutes:</i>					
C-5.4	SUB-TOTAL	\$0	\$0	\$0	\$0	\$0
C-5.5	Identify the amount and project to be spent					
C-5.6	<i>Date of Reserve Approval in Minutes:</i>					
C-5.7	Balance to be retained	\$0	\$0	\$0	\$0	\$0
C-5.8	TOTAL TO BE SPENT	\$0	\$0	\$0	\$0	\$0