

Final Budget

Converse County Senior Citizens Service District	
Budget Hearing Information	
PO Box 584	Location: Douglas Senior Citizens Center
Glenrock, Wyoming 82637	Date: 7/11/2022
307-262-3326	Time: 9:00 AM
Converse County	Budget Prepared by: Kathy Patceg

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

The District, in conjunction with the Converse County Aging Services has funded much needed projects this year. The largest of which was a total remodel of the Douglas Senior Center Kitchen and dining room. Almost everything in the FY 22 has been completed. This budget year will continue to upgrade the buildings and parking lots along with other projects. The monthly allocation has been increased to \$95,000 and the project budget requested is \$2,653,500.00 for a total of \$3,793,500. The District Board will enter an agreement with an accounting firm to prepare our yearly audit and also contract with a bookkeeping firm help with reporting and financials. The District Board's budget will be \$46,200. This year the District will request a mill levy of 1.57 instead of the 2 mills for a total of \$4,334,228.00.

This year the District Board decided to invest funds for the future of the senior centers. The Board met with Wyoming Class and Converse County Bank and also contacted WyoStar. The Board decided to invest \$50,000 in Wyoming Class and \$50,000 in WyoStar to see which company we wanted to continue to invest with. At the March 14, 2022 meeting the Board moved to invest \$500,000 in WyoStar, \$500,000 with Wyoming Class and \$2,000,000 with Converse County Bank. All invested funds meet with the requirements of Wyoming State Statute.

The District Board also decided to hire a consultant to develop a Website. The domain name is www.converseseniors.org . It is coming along nicely and will help in keeping the public up to date with agendas, minutes, budgets, and other important information.

S-B RESERVE DESCRIPTION

\$500,000.00 remains in the reserve account for building and operations.

S-C

Names of Board Members	Date of End of Term	Does the district have regular office hours exceeding 20 hours per week?
Tim Ricker	11/8/22	<input checked="" type="checkbox"/> No
Kathy Patceg	11/15/24	
Lucile Taylor	11/15/24	
Rita Redig	11/15/22	
Cheri Reese	11/8/22	

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.

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?

FINAL BUDGET SUMMARY

OVERVIEW		2020-2021 Actual	2021-2022 Estimated	2022-2023 Proposed	Final Approval
S-1	Total Budgeted Expenditures	\$21,900	\$2,508,948	\$3,839,700	\$3,839,700
S-2	Total Principal to Pay on Debt	\$0	\$0	\$0	\$0
S-3	Total Change to Restricted Funds	\$0	\$0	\$10	\$0
S-4	Total General Fund and Forecasted Revenues Available	\$5,192,702	\$6,170,394	\$8,055,283	\$8,055,283
S-5	Amount requested from County Commissioners	\$2,511,948	\$3,487,281	\$4,334,228	\$4,334,228
S-6	Additional Funding Needed :			\$0	\$0

REVENUE SUMMARY		2020-2021 Actual	2021-2022 Estimated	2022-2023 Proposed	Final Approval
S-7	Operating Revenues	\$0	\$0	\$0	\$0
S-8	Tax levy (From the County Treasurer)	\$2,511,948	\$3,487,281	\$4,334,228	\$4,334,228
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	\$3,655	\$6,014	\$14,521	\$14,521
S-13	Other Forecasted Revenue	\$0	\$0	\$0	\$0

S-14	Total Revenue	\$2,515,603	\$3,493,295	\$4,348,749	\$4,348,749
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FY 7/1/22-6/30/23 Converse County Senior Citizens Service District

EXPENDITURE SUMMARY		2020-2021 Actual	2021-2022 Estimated	2022-2023 Proposed	Final Approval
S-15	Capital Outlay	\$0	\$0	\$0	\$0
S-16	Interest and Fees On Debt	\$0	\$0	\$0	\$0
S-17	Administration	\$21,900	\$2,508,948	\$3,839,700	\$3,839,700
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	\$21,900	\$2,508,948	\$3,839,700	\$3,839,700

DEBT SUMMARY		2020-2021 Actual	2021-2022 Estimated	2022-2023 Proposed	Final Approval
S-21	Principal Paid on Debt	\$0	\$0	\$0	\$0

CASH AND INVESTMENTS		2020-2021 Actual	2021-2022 Estimated	2022-2023 Proposed	Final Approval
S-22	TOTAL GENERAL FUNDS	\$2,677,099	\$2,677,099	\$3,706,534	\$3,706,534

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	\$500,000	\$500,000	\$500,000	\$500,000
S-26	c. Bond Funds	\$3,100,000	\$3,100,000	\$3,100,000	\$3,100,000
	Total Reserves (a+b+c)	\$3,600,000	\$3,600,000	\$3,600,000	\$3,600,000
S-27	Amount to be added				
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	\$10	\$0
	Total to be added (a+b+c)	\$0	\$0	\$10	\$0
S-31	Subtotal	\$3,600,000	\$3,600,000	\$3,600,010	\$3,600,000
S-32	Less Total to be spent	\$0	\$0	\$0	\$0
S-33	TOTAL RESERVES AT END OF FISCAL YEAR	\$3,600,000	\$3,600,000	\$3,600,010	\$3,600,000

End of Summary

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

Date adopted by Special District _____

DISTRICT ADDRESS: PO Box 584
Glenrock, Wyoming 82637

PREPARED BY: Kathy Patceg

DISTRICT PHONE: 307-262-3326

Final Budget

Converse County Senior Citizens Service District
 NAME OF DISTRICT/BOARD

FYE 6/30/2023

PROPERTY TAXES AND ASSESSMENTS

	DOA Chart of Accounts	2020-2021 Actual	2021-2022 Estimated	2022-2023 Proposed	Final Approval
R-1 Property Taxes and Assessments Received					
R-1.1 Tax Levy (From the County Treasurer)	4001	\$2,511,948	\$3,487,281	\$4,334,228	\$4,334,228
R-1.2 Other County Support (see note on the right)	4005				

FORECASTED REVENUE

	DOA Chart of Accounts	2020-2021 Actual	2021-2022 Estimated	2022-2023 Proposed	Final 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	\$3,655	\$2,757	\$14,521	\$14,521
R-5.2 Other: Specify <u>Interest Income</u>	4500		\$3,256		
R-5.3 Other: Additional _____					
R-5.4 Total Miscellaneous		\$3,655	\$6,014	\$14,521	\$14,521
R-5.5 Total Forecasted Revenue		\$3,655	\$6,014	\$14,521	\$14,521
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

Final Budget

Converse County Senior Citizens Service District

FYE 6/30/2023

NAME OF DISTRICT/BOARD

CAPITAL OUTLAY BUDGET

	DOA Chart of Accounts	2020-2021 Actual	2021-2022 Estimated	2022-2023 Proposed	Final 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 _____	6200				
E-1.6 _____	6200				
E-1.7 _____					
E-1.8 TOTAL CAPITAL OUTLAY		\$0	\$0	\$0	\$0

ADMINISTRATION BUDGET

	DOA Chart of Accounts	2020-2021 Actual	2021-2022 Estimated	2022-2023 Proposed	Final 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	\$0	\$5,000	\$4,000	\$4,000
E-3.2 Mileage	7012	\$0	\$5,000	\$2,000	\$2,000
E-3.3 Other (Specify)					
E-3.4 Bonding	7013		\$2,000	\$1,000	\$1,000
E-3.5 Website	7013	\$690	\$300	\$1,000	\$1,000
E-3.6 _____					
E-4 Contractual Services					
E-4.1 Legal	7021		\$2,000	\$3,000	\$3,000
E-4.2 Accounting/Auditing	7022	\$19,150	\$15,000	\$20,000	\$20,000
E-4.3 Other (Specify)					
E-4.4 Public Notice	7023	\$508	\$1,000	\$1,000	\$1,000
E-4.5 Bookkeeper	7023	\$0	\$0	\$7,200	\$7,200
E-4.6 _____					
E-5 Other Administrative Expenses					
E-5.1 Office Supplies	7031	\$1,552	\$2,000	\$2,000	\$2,000
E-5.2 Office equipment, rent & repair	7032	\$0	\$0	\$2,000	\$2,000
E-5.3 Education	7033	\$0	\$0	\$0	
E-5.4 Registrations	7034	\$0	\$0	\$0	
E-5.5 Other (Specify)					
E-5.6 Converse County Aging Services	7035	\$0	\$2,475,648	\$3,793,500	\$3,793,500
E-5.7 Dues/Memberships	7035	\$0	\$1,000	\$2,000	\$2,000
E-5.8 see additional details				\$1,000	\$1,000
E-6 TOTAL ADMINISTRATION		\$21,900	\$2,508,948	\$3,839,700	\$3,839,700

Final Budget

Converse County Senior Citizens Service District

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OPERATIONS BUDGET

	DOA Chart of Accounts	2020-2021 Actual	2021-2022 Estimated	2022-2023 Proposed	Final 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

Final Budget

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FYE 6/30/2023

INDIRECT COSTS BUDGET

	DOA Chart of Accounts	2020-2021 Actual	2021-2022 Estimated	2022-2023 Proposed	Final 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	2020-2021 Actual	2021-2022 Estimated	2022-2023 Proposed	Final 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

Final Budget

Converse County Senior Citizens Service District

FYE 6/30/2023

NAME OF DISTRICT/BOARD

GENERAL FUNDS

		End of Year	Beginning	Beginning	
		2020-2021 Actual	2021-2022 Estimated	2022-2023 Proposed	Final Approval
C-1	Balances at Beginning of Fiscal Year	DOA Chart of Accounts			
C-1.1	General Fund Checking	1010	\$2,677,099	\$2,677,099	\$3,706,534
C-1.2	Savings and Investments	1040		\$0	
C-1.3	General Fund CD Balance	1050		\$0	
C-1.4	All Other Funds	1020		\$0	
C-1.5	Reserves (From Below)		\$3,600,000	\$3,600,000	\$3,600,010
C-1.6	Total Estimated Cash and Investments on Hand		\$6,277,099	\$6,277,099	\$7,306,544

C-2	General Fund Reductions:	2010			
C-2.1	a. Unpaid bills at FYE				
C-2.2	b. Reserves		\$3,600,000	\$3,600,000	\$3,600,010
C-2.3	Total Deductions (a+b)		\$3,600,000	\$3,600,000	\$3,600,010
C-2.4	Estimated Non-Restricted Funds Available		\$2,677,099	\$2,677,099	\$3,706,534

	DOA Chart of Accounts	
SINKING & DEBT SERVICE FUNDS	1070	

		2020-2021 Actual	2021-2022 Estimated	2022-2023 Proposed	Final 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

RESERVES	1090	
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		2020-2021 Actual	2021-2022 Estimated	2022-2023 Proposed	Final Approval
C-4	Beginning Balance in Reserve Account (end of previous year)		\$500,000	\$500,000	\$500,000
C-4.1	Beginning Balance in Reserve Account (end of previous year)		\$500,000	\$500,000	\$500,000
C-4.2	Date of Reserve Approval in Minutes: 5/11/2020				
C-4.3	Amount to be added to the reserve				
C-4.4	Date of Reserve Approval in Minutes: _____				
C-4.5	SUB-TOTAL	\$500,000	\$500,000	\$500,000	\$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	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	\$500,000	\$500,000	\$500,000	\$500,000

BOND FUNDS	1060	
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		2020-2021 Actual	2021-2022 Estimated	2022-2023 Proposed	Final Approval
C-5	Beginning Balance in Reserve Account (end of previous year)		\$3,100,000	\$3,100,000	\$3,100,000
C-5.1	Beginning Balance in Reserve Account (end of previous year)		\$3,100,000	\$3,100,000	\$3,100,000
C-5.2	Date of Reserve Approval in Minutes: 3/14/2022				
C-5.3	Amount to be added to the reserve			\$10	
C-5.4	Date of Reserve Approval in Minutes: _____				
C-5.5	SUB-TOTAL	\$3,100,000	\$3,100,000	\$3,100,010	\$3,100,000
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	\$3,100,000	\$3,100,000	\$3,100,010	\$3,100,000
C-5.9	TOTAL TO BE SPENT	\$0	\$0	\$0	\$0