

Proposed Budget

CHEYENNE COMMUNITY RECREATION DISTRICT	
Budget Hearing Information	
2810 HOUSE AVENUE	Location: 2811 HOUSE AVENUE
CHEYENNE, WY 82001	Date: 7/16/2018
307-771-2201	Time: 5:00 PM
Laramie County	Budget Prepared by: KRISTINE SARA

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

For fiscal year 2019, grant requests will be received until June 15, 2018. The revenue budgeted for fiscal year 2019 is anticipated to be approximately \$1,500,000. The Cheyenne Community Recreation District (CCRD) Board approved fiscal year 2018 grants in the amount of \$1,768,696. The approved projects have been addressed and the remaining work will be completed this summer. As of May 15, 2018, approximately \$639,000 has been spent on fiscal year 2018 projects. The total budget of \$3,447,646 includes projects that will be approved for 2019 as well as carryover from projects approved in previous years. As those projects are completed the funds will be paid out.

S-B RESERVE DESCRIPTION

CCRD had one reserve for the replacement of synthetic turf fields around the District. On January 12, 2017 the CCRD Board voted to reallocate this money from the reserve to the synthetic turf at McCormick Junior High. As a result, the reserve was closed in 2017 and has no activity for fiscal years 2018 or 2019.

S-C

Names of Board Members	Date of End of Term	Does the district have regular office hours exceeding 20 hours per week? <input type="checkbox"/> Yes
MARGUERITE HERMAN	12/31/18	If Yes, enter Address of office: 2810 HOUSE AVENUE City, State, Zip: CHEYENNE, WY 82001 Phone Number: 307-771-2201 Hours Open: M-F 7:30-4:30
ROSE ANN RINNE	12/31/18	
DENNIS AUKER	12/31/18	
JIM LANDEN	12/31/18	
TIM BOLIN	12/31/18	

Where are the minutes of your board meeting available for public review?
 2810 HOUSE AVENUE ROOM 122, CHEYENNE, WY 82001

How and where are the notices of meeting posted for the public?
 PUBLISHED ADVERTISEMENT IN THE WYOMING TRIBUNE EAGLE

Where are the public meetings held?
 2810 HOUSE AVENUE OR 2811 HOUSE AVENUE DEPENDING ON SPACE AVAILABILITY

PROPOSED BUDGET SUMMARY

OVERVIEW		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
S-1	Total Budgeted Expenditures	\$893,728	\$2,432,705	\$3,447,646	
S-2	Total Principal to Pay on Debt	\$0	\$0	\$0	
S-3	Total Change to Restricted Funds	-\$370,000	\$0	\$0	
S-4	Total General Fund and Forecasted Revenues Available	\$4,267,274	\$4,360,351	\$3,447,646	
S-5	<i>Amount requested from County Commissioners</i>	\$0	\$0	\$0	
S-6	Additional Funding Needed :			\$0	

REVENUE SUMMARY		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
S-7	Operating Revenues	\$0	\$0	\$0	
S-8	Tax levy (From the County Treasurer)	\$0	\$0	\$0	
S-9	Government Support	\$1,494,198	\$1,580,594	\$1,500,000	
S-10	Grants	\$0	\$0	\$0	
S-11	Other County Support (Not from Co. Treas.)	\$0	\$0	\$0	
S-12	Miscellaneous	\$11,872	\$18,553	\$20,000	
S-13	Other Forecasted Revenue	\$0	\$0	\$0	
S-14	Total Revenue	\$1,506,070	\$1,599,147	\$1,520,000	

FY 7/1/18-6/30/19 CHEYENNE COMMUNITY RECREATION DISTRICT

EXPENDITURE SUMMARY		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
S-15	Capital Outlay	\$0	\$0	\$0	
S-16	Interest and Fees On Debt	\$0	\$0	\$0	
S-17	Administration	\$0	\$0	\$300	
S-18	Operations	\$892,647	\$2,431,604	\$3,445,846	
S-19	Indirect Costs	\$1,081	\$1,101	\$1,500	
S-20	Total Expenditures	\$893,728	\$2,432,705	\$3,447,646	

DEBT SUMMARY		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
S-21	Principal Paid on Debt	\$0	\$0	\$0	

CASH AND INVESTMENTS		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
S-22	TOTAL GENERAL FUNDS	\$2,761,204	\$2,761,204	\$1,927,646	
Summary of Reserve Funds					
S-23	Beginning Balance in Reserve Accounts				
S-24	a. Depreciation Reserve	\$370,000	\$0	\$0	
S-25	b. Other Reserve	\$0	\$0	\$0	
S-26	c. Emergency Reserve (Cash)	\$0	\$0	\$0	
	Total Reserves (a+b+c)	\$370,000	\$0	\$0	
S-27	Amount to be added				
S-28	a. Depreciation Reserve	\$130,000	\$0	\$0	
S-29	b. Other Reserve	\$0	\$0	\$0	
S-30	c. Emergency Reserve (Cash)	\$0	\$0	\$0	
	Total to be added (a+b+c)	\$130,000	\$0	\$0	
S-31	Subtotal	\$500,000	\$0	\$0	
S-32	Less Total to be spent	\$500,000	\$0	\$0	
S-33	TOTAL RESERVES AT END OF FISCAL YEAR	\$0	\$0	\$0	

End of Summary

MARGUERITE HERMAN - CHAIRMAN
 Budget Officer / District Official (if not same as "Submitted by")

Date adopted by Special District _____

DISTRICT ADDRESS: 2810 HOUSE AVENUE
 CHEYENNE, WY 82001

PREPARED BY: KRISTINE SARA

DISTRICT PHONE: 307-771-2201

Proposed Budget

CHEYENNE COMMUNITY RECREATION DISTRICT
 NAME OF DISTRICT/BOARD

FYE 6/30/2019

PROPERTY TAXES AND ASSESSMENTS

		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
R-1	Property Taxes and Assessments Received				
R-1.1	Tax Levy (From the County Treasurer)				
R-1.2	Other County Support				

FORECASTED REVENUE

		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
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) <u>LCSD#1</u>	\$1,494,198	\$1,580,594	\$1,500,000	
R-2.5	Total Government Support	\$1,494,198	\$1,580,594	\$1,500,000	\$1,500,000
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
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
R-5	Miscellaneous Revenue				
R-5.1	Interest	\$11,872	\$18,553	\$20,000	
R-5.2	Other: Specify				
R-5.3	Other: Additional				
R-5.4	Total Miscellaneous	\$11,872	\$18,553	\$20,000	\$20,000
R-5.5	Total Forecasted Revenue	\$1,506,070	\$1,599,147	\$1,520,000	\$1,520,000
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

Proposed Budget

CHEYENNE COMMUNITY RECREATION DISTRICT
 NAME OF DISTRICT/BOARD

FYE 6/30/2019

CAPITAL OUTLAY BUDGET

		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
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

ADMINISTRATION BUDGET

		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
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				
E-3.2	Mileage				
E-3.3	Other (Specify)				
E-3.4	<u>ADVERTISING</u>	\$0	\$0	\$300	
E-3.5	_____				
E-3.6	_____				
E-4	Contractual Services				
E-4.1	Legal				
E-4.2	Accounting/Auditing				
E-4.3	Other (Specify)				
E-4.4	_____				
E-4.5	_____				
E-4.6					
E-5	Other Administrative Expenses				
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					
E-6	TOTAL ADMINISTRATION	\$0	\$0	\$300	\$300

Proposed Budget

CHEYENNE COMMUNITY RECREATION DISTRICT

FYE 6/30/2019

OPERATIONS BUDGET

		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
E-7	Personnel Services				
E-7.1	Wages--Operations				
E-7.2	Service Contracts				
E-7.3	Other (Specify)				
E-7.4	_____				
E-7.5	_____				
E-7.6	_____				
E-8	Travel				
E-8.1	Mileage				
E-8.2	Other (Specify)				
E-8.3	_____				
E-8.4	_____				
E-8.5	_____				
E-9	Operating supplies (List)				
E-9.1	_____				
E-9.2	_____				
E-9.3	_____				
E-9.4	_____				
E-9.5	_____				
E-10	Program Services (List)				
E-10.1	_____				
E-10.2	_____				
E-10.3	_____				
E-10.4	_____				
E-10.5	_____				
E-11	Contractual Arrangements (List)				
E-11.1	GRANTS	\$892,647	\$2,431,604	\$3,445,846	
E-11.2	_____				
E-11.3	_____				
E-11.4	_____				
E-11.5	_____				
E-12	Other operations (Specify)				
E-12.1	_____				
E-12.2	_____				
E-12.3	_____				
E-12.4	_____				
E-12.5	_____				
E-13	TOTAL OPERATIONS	\$892,647	\$2,431,604	\$3,445,846	\$3,445,846

Proposed Budget

CHEYENNE COMMUNITY RECREATION DISTRICT

FYE 6/30/2019

INDIRECT COSTS BUDGET

			2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
E-14	Insurance					
E-14.1	Liability		\$1,081	\$1,101	\$1,500	
E-14.2	Buildings and vehicles					
E-14.3	Equipment					
E-14.4	Other (Specify)					
E-14.5	_____					
E-14.6	_____					
E-14.7						
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-16	Depreciation Expenses					
E-17	TOTAL INDIRECT COSTS		\$1,081	\$1,101	\$1,500	\$1,500

DEBT SERVICE BUDGET

			2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
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

Proposed Budget

CHEYENNE COMMUNITY RECREATION DISTRICT
 NAME OF DISTRICT/BOARD

FYE 6/30/2019

GENERAL FUNDS

	End of Year	Beginning	Beginning	Pending Approval
	2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	
C-1 Balances at Beginning of Fiscal Year				
C-1.1 General Fund Checking Account Balance	\$8,496	\$8,496	\$3,634	\$3,634
C-1.2 Savings and Investments Account Balance	\$2,752,708	\$2,752,708	\$1,924,012	\$1,924,012
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 Total Estimated Cash and Investments on Hand	\$2,761,204	\$2,761,204	\$1,927,646	\$1,927,646
C-2 General Fund Reductions:				
C-2.1 a. Unpaid bills at FYE				
C-2.2 b. Reserves	\$0	\$0	\$0	\$0
C-2.3 Total Deductions (a+b)	\$0	\$0	\$0	\$0
C-2.4 Estimated Non-Restricted Funds Available	\$2,761,204	\$2,761,204	\$1,927,646	\$1,927,646

DEPRECIATION RESERVE (CAPITAL OUTLAY - REPLACEMENT)

	2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
C-3				
C-3.1 Beginning Balance in Reserve Account (end of previous year)	\$370,000	\$0	\$0	
C-3.2 Date of Reserve Approval in Minutes: _____				
C-3.3 Amount to be added to the reserve	\$130,000			
C-3.4 Date of Reserve Approval in Minutes: <u>8/1/2016</u>				
C-3.5 SUB-TOTAL	\$500,000	\$0	\$0	\$0
C-3.6 Identify the amount to be spent from "Reserve for Capital Outlay"				
C-3.7 a. REALLOCATED	\$500,000			
C-3.8 b. _____				
C-3.9 c. _____				
C-3.10 Date of Reserve Approval in Minutes: <u>1/12/2017</u>				
C-3.11 TOTAL CAPITAL OUTLAY (a+b+c)	\$500,000	\$0	\$0	\$0
C-3.12 Balance to be retained in Depreciation Reserve Account	\$0	\$0	\$0	\$0

OTHER RESTRICTED FUND BALANCES - RESERVE (LEGALLY ENFORCED)

	2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
C-4				
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				
C-4.4 Date of Reserve Approval in Minutes: _____				
C-4.5 SUB-TOTAL	\$0	\$0	\$0	\$0
C-4.6 Identify the amount and project to be spent from "Other"				
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 in Other Reserve Account	\$0	\$0	\$0	\$0

ASSIGNED FUND BALANCE (EMERGENCY RESERVE - NOT COMMITTED)

	2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
C-5				
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 Amount to be spent from Emergency Reserve (Cash)				
C-5.7 Date of Reserve Approval in Minutes: _____				
C-5.8 Balance to be retained in Assigned Fund Balance	\$0	\$0	\$0	\$0
C-5.9 TOTAL TO BE SPENT	\$500,000	\$0	\$0	\$0