

Proposed Budget

Teton Conservation District

Teton Conservation District	
P O Box 1070 Jackson, WY 83001 307-733-2110	Budget Hearing Information Location: 420 W. Pearl Ave, Jackson, WY (via Zoom) Date: 6/17/2020 Time: 1:30pm
Teton County	Budget Prepared by: Emily Hagedorn

S-A BUDGET MESSAGE

W.S. 16-4-104(d)

See more information about the Teton Conservation District's programs, policies, and budget at www.tetonconservation.org. Just to note, If it appears that we are short of funds in the 2021 fiscal year, those expenses are covered by the carryover in the checking account. In our budget, we budget to spend out the entire checking account, but in actuality, there is always something left in it at the end of the fiscal year (normally several hundred thousand dollars). If you have any questions, please feel free to call the Teton Conservation District (contact Emily Hagedorn at 307-413-5265 (mobile). Thank you!

S-B RESERVE DESCRIPTION

The Operating Reserves Account will be maintained at a minimum level of six months or budgeted operating costs, or a level consistent with the currently approved Fiscal Year Budget for that year. The Board of Supervisors has the authority to redirect the use of these reserves if the needs of the District change in an unanticipated and significant circumstance, or if an emergency arises.

S-C

Does the district have regular office hours exceeding 20 hours per week?	
If Yes, enter	<input type="checkbox"/> Yes
Address of office:	420 W. Pearl Ave.
City, State, Zip:	Jackson, WY 83001
Phone Number:	307-733-2110
Hours Open:	8am-5pm Monday - Friday

Where are the minutes of your board meeting available for public review?

www.tetonconservation.org and hard copies are available at the TCD Office at 420 West Pearl Avenue, Jackson, WY 83001

How and where are the notices of meeting posted for the public?

www.tetonconservation.org and paid advertisements in the Jackson Hole News & Guide (published every Wednesday)

Where are the public meetings held?

Meetings are held at the TCD Office at 420 West Pearl Avenue, Jackson, WY 83001 or via Zoom, unless otherwise advertised.

PROPOSED BUDGET SUMMARY

OVERVIEW		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
S-1	Total Budgeted Expenditures	\$1,599,289	\$3,045,126	\$2,915,339	\$2,915,339
S-2	Total Principal to Pay on Debt	\$0	\$0	\$0	\$0
S-3	Total Change to Restricted Funds	\$0	-\$221,773	\$0	\$0
S-4	Total General Fund and Forecasted Revenues Available	\$2,269,376	\$2,794,937	\$2,942,687	\$2,942,687
S-5	<i>Amount requested from County Commissioners</i>	\$1,573,701	\$1,487,500	\$1,599,200	\$1,599,200
S-6	Additional Funding Needed :			\$0	\$0
REVENUE SUMMARY		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
S-7	Operating Revenues	\$12,367	\$7,200	\$5,000	\$5,000
S-8	Tax levy (From the County Treasurer)	\$1,573,701	\$1,487,500	\$1,599,200	\$1,599,200
S-9	Government Support	\$53,824	\$344,042	\$8,824	\$8,824
S-10	Grants	\$35,000	\$335,683	\$411,550	\$411,550
S-11	Other County Support (Not from Co. Treas.)	\$0	\$0	\$0	\$0
S-12	Miscellaneous	\$24,638	\$7,500	\$10,000	\$10,000
S-13	Other Forecasted Revenue	\$3,834	\$47,000	\$0	\$0
S-14	Total Revenue	\$1,703,364	\$2,228,925	\$2,034,574	\$2,034,574
FY 7/1/20-6/30/21					
EXPENDITURE SUMMARY		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
S-15	Capital Outlay	\$0	\$0	\$0	\$0
S-16	Interest and Fees On Debt	\$0	\$0	\$0	\$0
S-17	Administration	\$313,302	\$381,557	\$386,114	\$386,114
S-18	Operations	\$979,921	\$1,948,308	\$2,134,794	\$2,134,794
S-19	Indirect Costs	\$306,067	\$384,042	\$394,431	\$394,431
S-20R	Expenditures paid by Reserves	\$0	\$331,219	\$0	\$0
S-20	Total Expenditures	\$1,599,289	\$3,045,126	\$2,915,339	\$2,915,339
DEBT SUMMARY		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
S-21	Principal Paid on Debt	\$0	\$0	\$0	\$0
CASH AND INVESTMENTS		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
S-22	TOTAL GENERAL FUNDS	\$566,012	\$566,012	\$908,113	\$908,113
Summary of Reserve Funds					
S-23	Beginning Balance in Reserve Accounts				
S-24	a. Sinking and Debt Service Funds	\$221,773	\$221,773	\$0	\$0
S-25	b. Reserves	\$500,000	\$500,000	\$500,000	\$500,000
S-26	c. Bond Funds	\$0	\$0	\$0	\$0
Total Reserves (a+b+c)		\$721,773	\$721,773	\$500,000	\$500,000
S-27	Amount to be added				
S-28	a. Sinking and Debt Service Funds	\$0	\$109,446	\$0	\$0
S-29	b. Reserves	\$0	\$0	\$0	\$0
S-30	c. Bond Funds	\$0	\$0	\$0	\$0
Total to be added (a+b+c)		\$0	\$109,446	\$0	\$0
S-31	Subtotal	\$721,773	\$831,219	\$500,000	\$500,000
S-32	Less Total to be spent	\$0	\$331,219	\$0	\$0
S-33	TOTAL RESERVES AT END OF FISCAL YEAR	\$721,773	\$500,000	\$500,000	\$500,000

End of Summary

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

Date adopted by Special District _____

DISTRICT ADDRESS: P O Box 1070
Jackson, WY 83001

PREPARED BY: Emily Hagedorn

DISTRICT PHONE: 307-733-2110

Prepared in compliance with the Uniform Municipal Fiscal Procedures Act (W.S. 16-4-101 through 124) as it applies.

1/23/19 Form approved by Wyoming Department of Audit, Public Funds Division

Proposed Budget

Teton Conservation District

NAME OF DISTRICT/BOARD

FYE 6/30/2021

PROPERTY TAXES AND ASSESSMENTS

R-1	Property Taxes and Assessments Received
R-1.1	Tax Levy (From the County Treasurer)
R-1.2	Other County Support

2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
\$1,573,701	\$1,487,500	\$1,599,200	\$1,599,200
\$0	\$0	\$0	

FORECASTED REVENUE

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) savings acct. transfer
R-2.5	Total Government Support
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
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
R-5	Miscellaneous Revenue
R-5.1	Interest
R-5.2	Other: Specify
R-5.3	Other: Additional
R-5.4	Total Miscellaneous
R-5.5	Total Forecasted Revenue
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	Friends of Fish Creek Reimbursement
R-6.4	Bridger Teton National Forest Reimb.
R-6.5	
R-6.6	Total Other Forecasted Revenue (a+b)

2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
\$53,824	\$12,823	\$8,824	\$8,824
\$0	\$0	\$0	
\$0	\$0	\$0	
\$0	\$331,219	\$0	
\$53,824	\$344,042	\$8,824	\$8,824
R-3.1	Customer Charges		
R-3.2	Sales of Goods or Services		
R-3.3	Other Assessments		
R-3.4	Total Operating Revenues		
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		
R-5.1	Interest		
R-5.2	Other: Specify		
R-5.3	Other: Additional		
R-5.4	Total Miscellaneous		
R-5.5	Total 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	Friends of Fish Creek Reimbursement		
R-6.4	Bridger Teton National Forest Reimb.		
R-6.5			
R-6.6	Total Other Forecasted Revenue (a+b)		

2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
\$0	\$0	\$0	
\$0	\$44,000	\$0	
\$3,834	\$3,000	\$0	
\$3,834	\$47,000	\$0	\$0

Proposed Budget

Teton Conservation District
NAME OF DISTRICT/BOARD

FYE 6/30/2021

CAPITAL OUTLAY BUDGET

		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
E-1	Capital Outlay				
E-1.1	Real Property	\$0	\$0	\$0	
E-1.2	Vehicles	\$0	\$0	\$0	
E-1.3	Office Equipment	\$0	\$0	\$0	
E-1.4	Other (Specify)				
E-1.5		\$0	\$0	\$0	
E-1.6		\$0	\$0	\$0	
E-1.7					
E-1.8	TOTAL CAPITAL OUTLAY	\$0	\$0	\$0	\$0

ADMINISTRATION BUDGET

		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
E-2	Personnel Services				
E-2.1	Administrator	\$40,973	\$61,400	\$62,074	\$62,074
E-2.2	Secretary	\$34,453	\$41,757	\$37,488	\$37,488
E-2.3	Clerical	\$25,220	\$25,245	\$26,255	\$26,255
E-2.4	Other (Specify)				
E-2.5	<u>Land Resources Staff</u>	\$29,309	\$12,014	\$24,510	\$24,510
E-2.6	<u>Water Resources Staff</u>	\$26,666	\$32,291	\$21,437	\$21,437
E-2.7					
E-3	Board Expenses				
E-3.1	Travel	\$122	\$2,500	\$1,500	\$1,500
E-3.2	Mileage	\$0	\$0	\$0	
E-3.3	Other (Specify)				
E-3.4	Meals & Supplies	\$0	\$0	\$0	
E-3.5	<u>TCD Equip & Clothing</u>	\$435	\$1,400	\$600	\$600
E-3.6					
E-4	Contractual Services				
E-4.1	Legal	\$6,505	\$15,000	\$17,000	\$17,000
E-4.2	Accounting/Auditing	\$24,891	\$20,000	\$18,000	\$18,000
E-4.3	Other (Specify)				
E-4.4	<u>Dues & Subscriptions</u>	\$15,196	\$18,250	\$22,500	\$22,500
E-4.5	<u>Comm Outreach & Travel</u>	\$11,507	\$16,500	\$8,750	\$8,750
E-4.6					
E-5	Other Administrative Expenses				
E-5.1	Office Supplies	\$5,662	\$8,250	\$7,000	\$7,000
E-5.2	Office equipment, rent & repair	\$18,150	\$25,750	\$42,000	\$42,000
E-5.3	Education	\$5,914	\$11,300	\$6,800	\$6,800
E-5.4	Registrations	\$0	\$0	\$0	
E-5.5	Other (Specify)				
E-5.6	<u>Meeting Expense</u>	\$5,237	\$9,900	\$8,600	\$8,600
E-5.7	<u>General Office Expense</u>	\$63,063	\$80,000	\$81,600	\$81,600
E-5.8					
E-6	TOTAL ADMINISTRATION	\$313,302	\$381,557	\$386,114	\$386,114

Proposed Budget

Teton Conservation District

FYE 6/30/2021

OPERATIONS BUDGET

		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
E-7	Personnel Services				
E-7.1	Wages--Operations	\$77,678	\$50,372	\$56,318	\$56,313
E-7.2	Service Contracts	\$4,078	\$0	\$0	
E-7.3	Other (Specify)				
E-7.4	Land Resources Staff	\$87,928	\$108,133	\$98,040	\$98,040
E-7.5	Water Resources Staff	\$79,999	\$85,662	\$85,749	\$85,749
E-7.6					
E-8	Travel				
E-8.1	Mileage	\$0	\$0	\$0	
E-8.2	Other (Specify)				
E-8.3		\$0	\$0	\$0	
E-8.4		\$0	\$0	\$0	
E-8.5					
E-9	Operating supplies (List)				
E-9.1	Communications	\$17,606	\$48,500	\$42,500	\$42,500
E-9.2	GIS & Mapping Tech.	\$2,510	\$15,500	\$2,000	\$2,000
E-9.3		\$0	\$0	\$0	
E-9.4		\$0	\$0	\$0	
E-9.5					
E-10	Program Services (List)				
E-10.1	Ag Program - Cropland	\$97,096	\$422,913	\$561,000	\$561,000
E-10.2	Ag Program - Rangeland	\$650	\$67,000	\$62,310	\$62,310
E-10.3	TAC or PIC Grants	\$103,834	\$100,000	\$200,000	\$200,000
E-10.4	Partnering Funds	\$40,107	\$181,823	\$109,822	\$109,822
E-10.5					
E-11	Contractual Arrangements (List)				
E-11.1	TAWPC/WUI Fire	\$34,774	\$86,500	\$129,400	\$129,400
E-11.2	USGS Partnership	\$118,474	\$110,660	\$85,960	\$85,960
E-11.3	Invasive Species Mgmt.	\$39,200	\$55,000	\$65,000	\$65,000
E-11.4	Long Range Planning	\$0	\$10,000	\$2,000	\$2,000
E-11.5					
E-12	Other operations (Specify)				
E-12.1	Sustainability Projects	\$53,992	\$66,834	\$93,084	\$93,084
E-12.2	Water Resources / WQ	\$177,831	\$449,911	\$424,611	\$424,611
E-12.3	Wildlife Projects	\$44,164	\$89,500	\$117,000	\$117,000
E-12.4		\$0	\$0	\$0	
E-12.5					
E-13	TOTAL OPERATIONS	\$979,921	\$1,948,308	\$2,134,794	\$2,134,794

Proposed Budget

Teton Conservation District

FYE 6/30/2021

INDIRECT COSTS BUDGET

		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
E-14	Insurance				
E-14.1	Liability	\$4,189	\$3,350	\$6,350	\$6,350
E-14.2	Buildings and vehicles	\$15,654	\$30,770	\$10,000	\$10,000
E-14.3	Equipment	\$0	\$0	\$0	\$0
E-14.4	Other (Specify)				
E-14.5	Bonds	\$3,300	\$3,650	\$3,650	\$3,650
E-14.6		\$0	\$0	\$0	\$0
E-14.7					
E-15	Indirect payroll costs:				
E-15.1	FICA (Social Security) taxes	\$30,770	\$42,000	\$44,000	\$44,000
E-15.2	Workers Compensation	\$9,578	\$16,000	\$16,000	\$16,000
E-15.3	Unemployment Taxes	\$0	\$0	\$0	\$0
E-15.4	Retirement	\$64,969	\$73,000	\$100,650	\$100,650
E-15.5	Health Insurance	\$56,326	\$84,000	\$82,500	\$82,500
E-15.6	Other (Specify)	\$0	\$0	\$0	\$0
E-15.7	Leave Liability / Unemplo	\$0	\$10,000	\$10,000	\$10,000
E-15.8	Housing / Ins. Stipend	\$121,281	\$121,272	\$121,281	\$121,281
E-15.9					
E-17	TOTAL INDIRECT COSTS	\$306,067	\$384,042	\$394,431	\$394,431

DEBT SERVICE BUDGET

		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
D-1	Debt Service				
D-1.1	Principal	\$0	\$0	\$0	\$0
D-1.2	Interest	\$0	\$0	\$0	\$0
D-1.3	Fees	\$0	\$0	\$0	\$0
D-2	TOTAL DEBT SERVICE	\$0	\$0	\$0	\$0

Proposed Budget

Teton Conservation District
NAME OF DISTRICT/BOARD

FYE 6/30/2021

GENERAL FUNDS

C-1 **Balances at Beginning of Fiscal Year**
 C-1.1 General Fund Checking Account Balance
 C-1.2 Savings and Investments Account Balance
 C-1.3 General Fund CD Balance
 C-1.4 All Other Funds
 C-1.5 Reserves (From Below)
 C-1.6 **Total Estimated Cash and Investments on Hand**

End of Year	Beginning	Beginning	Pending Approval
	2018-2019 Actual	2019-2020 Estimated	
\$566,012	\$566,012	\$908,113	\$908,113
	\$0		
	\$0		
	\$0		
\$721,773	\$721,773	\$500,000	\$500,000
\$1,287,785	\$1,287,785	\$1,408,113	\$1,408,113

C-2 **General Fund Reductions:**

C-2.1 a. Unpaid bills at FYE
 C-2.2 b. Reserves
 C-2.3 **Total Deductions (a+b)**
 C-2.4 **Estimated Non-Restricted Funds Available**

\$721,773	\$500,000	\$500,000	\$500,000
\$721,773	\$500,000	\$500,000	\$500,000
\$566,012	\$787,785	\$908,113	\$908,113

SINKING & DEBT SERVICE FUNDS

C-3
 C-3.1 Beginning Balance in Reserve Account (**end of previous year**)
Date of Reserve Approval in Minutes: _____
 C-3.2 Amount to be added to the reserve
Date of Reserve Approval in Minutes: _____
 C-3.3 SUB-TOTAL
 C-3.4 Identify the amount and project to be spent
 a. Grants to be spent out _____
 b. _____
 c. _____
Date of Reserve Approval in Minutes: _____
 C-3.10 TOTAL CAPITAL OUTLAY (a+b+c)
 C-3.11 Balance to be retained

2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
\$221,773	\$221,773	\$0	\$0
	\$109,446		
\$221,773	\$331,219	\$0	\$0
	\$331,219		
\$0	\$331,219	\$0	\$0
\$221,773	\$0	\$0	\$0

RESERVES

C-4
 C-4.1 Beginning Balance in Reserve Account (end of previous year)
Date of Reserve Approval in Minutes: _____
 C-4.2 Amount to be added to the reserve
Date of Reserve Approval in Minutes: _____
 C-4.3 SUB-TOTAL
 C-4.4 Identify the amount and project to be spent
 a. _____
 b. _____
 c. _____
Date of Reserve Approval in Minutes: _____
 C-4.10 TOTAL OTHER RESERVE OUTLAY (a+b+c)
 C-4.11 Balance to be retained

2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
\$500,000	\$500,000	\$500,000	\$500,000
\$500,000	\$500,000	\$500,000	\$500,000
\$0	\$0	\$0	\$0
\$500,000	\$500,000	\$500,000	\$500,000

BOND FUNDS

C-5
 C-5.1 Beginning Balance in Reserve Account (end of previous year)
Date of Reserve Approval in Minutes: _____
 C-5.2 Amount to be added to the reserve
Date of Reserve Approval in Minutes: _____
 C-5.3 SUB-TOTAL
 C-5.4 Identify the amount and project to be spent
Date of Reserve Approval in Minutes: _____
 C-5.5 Balance to be retained

2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
	\$0	\$0	\$0
\$0	\$0	\$0	\$0
\$0	\$0	\$0	\$0
\$0	\$331,219	\$0	\$0