

Proposed Budget

Goshen County Tourism Joint Powers Board	
Budget Hearing Information	
2042 Main Street	Location: 21st & Main Building - The Loft
Torrington, WY 82240	Date: 7/20/2021
307-532-3879	Time: 12:00 noon
Goshen County	Budget Prepared by: Sandy Hoehn - GCEDC

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

The Goshen County Tourism Board is charged with the responsibility of investing lodging tax revenue to facilitate a wider promotion and marketing of Goshen County as a tourist, business traveler, and visitor destination area. The current budget includes paying out \$35,200 in grants for the promotion of Goshen County.

S-B RESERVE DESCRIPTION

N/A

S-C

Names of Board Members	Date of End of Term	Does the district have regular office hours exceeding 20 hours per week?
Marissa Johnson	12/31/21	<input checked="" type="checkbox"/> Yes
Jennifer Lanier	6/30/21	<p>If Yes, enter</p> <p>Address of office: 2042 Main Street</p> <p>City, State, Zip: Torrington, WY 82240</p> <p>Phone Number: 307-532-3879</p> <p>Hours Open: M-F 8-4</p>
Sarah Chaires	1/1/22	
Sarita Hansen	7/1/23	
Daniel Ellis	6/30/21	
Gary Olson	12/31/21	
Geri Ziemens	12/31/23	

Where are the minutes of your board meeting available for public review?
 2042 Main Street - Torrington, WY 82240

How and where are the notices of meeting posted for the public?
 Local Newspaper - Torrington Telegram

Where are the public meetings held?
 2042 Main Street - Torrington, WY 82240

PROPOSED BUDGET SUMMARY

OVERVIEW		2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Pending Approval
S-1	Total Budgeted Expenditures	\$71,216	\$104,657	\$170,105	\$170,105
S-2	Total Principal to Pay on Debt	\$0	\$0	\$0	\$0
S-3	Total Change to Restricted Funds	\$0	\$0	\$0	\$0
S-4	Total General Fund and Forecasted Revenues Available	\$227,271	\$213,303	\$196,430	\$196,430
S-5	Amount requested from County Commissioners	\$112,820	\$60,325	\$85,000	\$85,000
S-6	Additional Funding Needed :			\$0	\$0

REVENUE SUMMARY		2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Pending Approval
S-7	Operating Revenues	\$785	\$0	\$785	\$785
S-8	Tax levy (From the County Treasurer)	\$112,820	\$60,325	\$85,000	\$85,000
S-9	Government Support	\$0	\$41,463	\$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	\$2,151	\$0	\$2,000	\$2,000
S-13	Other Forecasted Revenue	\$0	\$0	\$0	\$0

S-14	Total Revenue	\$115,756	\$101,788	\$87,785	\$87,785
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FY 7/1/21-6/30/22

Goshen County Tourism Joint Powers Board

EXPENDITURE SUMMARY		2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Pending Approval
S-15	Capital Outlay	\$4,180	\$1,606	\$21,000	\$21,000
S-16	Interest and Fees On Debt	\$0	\$0	\$0	\$0
S-17	Administration	\$18,360	\$15,825	\$31,500	\$31,500
S-18	Operations	\$47,301	\$85,851	\$116,205	\$116,205
S-19	Indirect Costs	\$1,375	\$1,375	\$1,400	\$1,400
S-20R	Expenditures paid by Reserves	\$0	\$0	\$0	\$0
S-20	Total Expenditures	\$71,216	\$104,657	\$170,105	\$170,105

DEBT SUMMARY		2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Pending Approval
S-21	Principal Paid on Debt	\$0	\$0	\$0	\$0

CASH AND INVESTMENTS		2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Pending Approval
S-22	TOTAL GENERAL FUNDS	\$111,515	\$111,515	\$108,645	\$108,645
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	\$0	\$0
S-30	c. Bond Funds	\$0	\$0	\$0	\$0
	Total to be added (a+b+c)	\$0	\$0	\$0	\$0
S-31	Subtotal	\$0	\$0	\$0	\$0
S-32	Less Total to be spent	\$0	\$0	\$0	\$0
S-33	TOTAL RESERVES AT END OF FISCAL YEAR	\$0	\$0	\$0	\$0

End of Summary

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

Date adopted by Special District _____

DISTRICT ADDRESS: 2042 Main Street
Torrington, WY 82240

PREPARED BY: Sandy Hoehn - GCEDC

DISTRICT PHONE: 307-532-3879

Proposed Budget

Goshen County Tourism Joint Powers Board

FYE 6/30/2022

NAME OF DISTRICT/BOARD _____

PROPERTY TAXES AND ASSESSMENTS

	DOA Chart of Accounts	2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Pending Approval
R-1 Property Taxes and Assessments Received					
R-1.1 Tax Levy (From the County Treasurer)	4001	\$112,820	\$60,325	\$85,000	\$85,000
R-1.2 Other County Support (see note on the right)	4005				

FORECASTED REVENUE

	DOA Chart of Accounts	2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Pending Approval
R-2 Revenues from Other Governments					
R-2.1 State Aid	4211		\$41,463		
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	\$41,463	\$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	\$785		\$785	\$785
R-3.4 Total Operating Revenues		\$785	\$0	\$785	\$785
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				
R-5.2 Other: Specify <u>Local Grant</u>	4500	\$2,151		\$2,000	\$2,000
R-5.3 Other: Additional					
R-5.4 Total Miscellaneous		\$2,151	\$0	\$2,000	\$2,000
R-5.5 Total Forecasted Revenue		\$2,936	\$41,463	\$2,785	\$2,785
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

Goshen County Tourism Joint Powers Board

FYE 6/30/2022

NAME OF DISTRICT/BOARD

CAPITAL OUTLAY BUDGET

	DOA Chart of Accounts	2019-2020 Actual	2020-2021 Estimated	2021-2022 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	Wayfinding Signage	6200	\$4,180	\$1,606	\$21,000
E-1.6		6200			
E-1.7					
E-1.8	TOTAL CAPITAL OUTLAY		\$4,180	\$1,606	\$21,000

ADMINISTRATION BUDGET

	DOA Chart of Accounts	2019-2020 Actual	2020-2021 Estimated	2021-2022 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	\$752	\$5,000	\$5,000
E-3.2	Mileage	7012			
E-3.3	Other (Specify)				
E-3.4	Professional Dev	7013	\$1,583	\$10,000	\$10,000
E-3.5		7013			
E-3.6					
E-4	Contractual Services				
E-4.1	Legal	7021			
E-4.2	Accounting/Auditing	7022			
E-4.3	Other (Specify)				
E-4.4	Professional Services	7023	\$8,025	\$7,825	\$8,500
E-4.5	Program Admin	7023	\$3,000	\$3,000	\$3,000
E-4.6					
E-5	Other Administrative Expenses				
E-5.1	Office Supplies	7031			
E-5.2	Office equipment, rent & repair	7032			
E-5.3	Education	7033			
E-5.4	Registrations	7034			
E-5.5	Other (Specify)				
E-5.6	Rent	7035	\$5,000	\$5,000	\$5,000
E-5.7		7035			
E-5.8					
E-6	TOTAL ADMINISTRATION		\$18,360	\$15,825	\$31,500

Proposed Budget

Goshen County Tourism Joint Powers Board

FYE 6/30/2022

OPERATIONS BUDGET

	DOA Chart of Accounts	2019-2020 Actual	2020-2021 Estimated	2021-2022 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	Grant Awards	7230	\$2,862	\$44,626	\$35,205
E-10.2	Marketing/Advertising	7230	\$9,439	\$6,225	\$46,000
E-10.3	Brand Management	7230	\$20,000	\$20,000	\$20,000
E-10.4	Visitor Center	7230	\$15,000	\$15,000	\$15,000
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		\$47,301	\$85,851	\$116,205

Proposed Budget

Goshen County Tourism Joint Powers Board

FYE 6/30/2022

INDIRECT COSTS BUDGET

	DOA Chart of Accounts	2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Pending Approval
E-14 Insurance					
E-14.1 Liability	7502	\$1,375	\$1,375	\$1,400	\$1,400
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		\$1,375	\$1,375	\$1,400	\$1,400

DEBT SERVICE BUDGET

	DOA Chart of Accounts	2019-2020 Actual	2020-2021 Estimated	2021-2022 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

Goshen County Tourism Joint Powers Board

FYE 6/30/2022

NAME OF DISTRICT/BOARD

GENERAL FUNDS

		End of Year	Beginning	Beginning	
		2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Pending Approval
C-1	Balances at Beginning of Fiscal Year				
C-1.1	General Fund Checking	\$111,515	\$111,515	\$108,645	\$108,645
C-1.2	Savings and Investments		\$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
C-1.6	Total Estimated Cash and Investments on Hand	\$111,515	\$111,515	\$108,645	\$108,645
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	\$111,515	\$111,515	\$108,645	\$108,645

		DOA Chart of Accounts
SINKING & DEBT SERVICE FUNDS		1070

		2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Pending Approval
C-3					
C-3.1	Beginning Balance in Reserve Account (end of previous year)		\$0	\$0	
C-3.2	<i>Date of Reserve Approval in Minutes:</i> _____				
C-3.3	Amount to be added to the reserve				
C-3.4	<i>Date of Reserve Approval in Minutes:</i> _____				
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	<i>Date of Reserve Approval in Minutes:</i> _____				
C-3.11	TOTAL CAPITAL OUTLAY (a+b+c)	\$0	\$0	\$0	\$0
C-3.12	Balance to be retained	\$0	\$0	\$0	\$0

		DOA Chart of Accounts
RESERVES		1090

		2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Pending Approval
C-4					
C-4.1	Beginning Balance in Reserve Account (end of previous year)		\$0	\$0	
C-4.2	<i>Date of Reserve Approval in Minutes:</i> _____				
C-4.3	Amount to be added to the reserve				
C-4.4	<i>Date of Reserve Approval in Minutes:</i> _____				
C-4.5	SUB-TOTAL	\$0	\$0	\$0	\$0
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
C-4.12	Balance to be retained	\$0	\$0	\$0	\$0

		DOA Chart of Accounts
BOND FUNDS		1060

		2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Pending Approval
C-5					
C-5.1	Beginning Balance in Reserve Account (end of previous year)		\$0	\$0	
C-5.2	<i>Date of Reserve Approval in Minutes:</i> _____				
C-5.3	Amount to be added to the reserve				
C-5.4	<i>Date of Reserve Approval in Minutes:</i> _____				
C-5.5	SUB-TOTAL	\$0	\$0	\$0	\$0
C-5.6	Identify the amount and project to be spent				
C-5.7	<i>Date of Reserve Approval in Minutes:</i> _____				
C-5.8	Balance to be retained	\$0	\$0	\$0	\$0
C-5.9	TOTAL TO BE SPENT	\$0	\$0	\$0	\$0