

## Proposed Budget

Goshen County Tourism Joint Powers Board	
Budget Hearing Information	
495 Main Street	Location: 495 Main Street
Torrington, WY 82240	Date: 7/19/2022
307-532-5612	Time: 12:30 PM
Goshen County	Budget Prepared by: Sandy Hoehn

**S-A BUDGET MESSAGE** W.S. 16-12-403 (c)

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 \$22,100 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?
Sarah Chaires	1/1/23	<input checked="" type="checkbox"/> <b>Yes</b>
Geri Zeimens	5/21/23	
Sarita Hansen	7/1/23	
Dan Ellis	6/30/24	
Julianne Rogers	6/10/24	
Stacey Stroud	12/31/24	
Diane Humphrey	1/1/25	
Christine Hill	Appointed	

**If Yes, enter**

Address of office: 495 Main Street

City, State, Zip: Torrington, WY 82240

Phone Number: 307-532-5612

Hours Open: M-F 8-4

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

495 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?

495 Main Street - Torrington, WY 82240

## PROPOSED BUDGET SUMMARY

OVERVIEW		2020-2021 Actual	2021-2022 Estimated	2022-2023 Proposed	Pending Approval
S-1	Total Budgeted Expenditures	\$126,811	\$154,073	\$136,959	\$136,959
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	\$192,620	\$215,022	\$140,949	\$140,949
S-5	Amount requested from County Commissioners	\$62,391	\$85,719	\$80,000	\$80,000
S-6	Additional Funding Needed :			\$0	\$0

REVENUE SUMMARY		2020-2021 Actual	2021-2022 Estimated	2022-2023 Proposed	Pending Approval
S-7	Operating Revenues	\$0	\$0	\$0	\$0
S-8	Tax levy (From the County Treasurer)	\$62,391	\$85,719	\$80,000	\$80,000
S-9	Government Support	\$41,463	\$40,535	\$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	\$104	\$106	\$0	\$0
S-13	Other Forecasted Revenue	\$0	\$0	\$0	\$0
S-14	Total Revenue	\$103,958	\$126,360	\$80,000	\$80,000

FY 7/1/22-6/30/23 Goshen County Tourism Joint Powers Board

EXPENDITURE SUMMARY		2020-2021 Actual	2021-2022 Estimated	2022-2023 Proposed	Pending Approval
S-15	Capital Outlay	\$0	\$1,418	\$0	\$0
S-16	Interest and Fees On Debt	\$0	\$0	\$0	\$0
S-17	Administration	\$19,558	\$18,831	\$8,500	\$8,500
S-18	Operations	\$105,878	\$132,449	\$127,084	\$127,084
S-19	Indirect Costs	\$1,375	\$1,375	\$1,375	\$1,375
S-20R	Expenditures paid by Reserves	\$0	\$0	\$0	\$0
S-20	Total Expenditures	\$126,811	\$154,073	\$136,959	\$136,959

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

CASH AND INVESTMENTS		2020-2021 Actual	2021-2022 Estimated	2022-2023 Proposed	Pending Approval
S-22	TOTAL GENERAL FUNDS	\$88,662	\$88,662	\$60,949	\$60,949

**Summary of Reserve Funds**

S-23	<b>Beginning Balance in Reserve Accounts</b>				
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
	<b>Total Reserves (a+b+c)</b>	\$0	\$0	\$0	\$0
S-27	<b>Amount to be added</b>				
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
	<b>Total to be added (a+b+c)</b>	\$0	\$0	\$0	\$0
S-31	<b>Subtotal</b>	\$0	\$0	\$0	\$0
S-32	<b>Less Total to be spent</b>	\$0	\$0	\$0	\$0
S-33	<b>TOTAL RESERVES AT END OF FISCAL YEAR</b>	\$0	\$0	\$0	\$0

*End of Summary*

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

Date adopted by Special District \_\_\_\_\_

**DISTRICT ADDRESS:** 495 Main Street  
Torrington, WY 82240

**PREPARED BY:** Sandy Hoehn

**DISTRICT PHONE:** 307-532-5612

# Proposed Budget

Goshen County Tourism Joint Powers Board

FYE 6/30/2023

**NAME OF DISTRICT/BOARD** \_\_\_\_\_

<b>PROPERTY TAXES AND ASSESSMENTS</b>
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	DOA Chart of Accounts	2020-2021 Actual	2021-2022 Estimated	2022-2023 Proposed	Pending Approval
<b>R-1 Property Taxes and Assessments Received</b>					
R-1.1 <b>Tax Levy (From the County Treasurer)</b>	4001	\$62,391	\$85,719	\$80,000	\$80,000
R-1.2 Other County Support (see note on the right)	4005				

<b>FORECASTED REVENUE</b>
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	DOA Chart of Accounts	2020-2021 Actual	2021-2022 Estimated	2022-2023 Proposed	Pending Approval
<b>R-2 Revenues from Other Governments</b>					
R-2.1 State Aid	4211	\$41,463	\$40,535		
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 <b>Total Government Support</b>		\$41,463	\$40,535	\$0	\$0
<b>R-3 Operating Revenues</b>					
R-3.1 Customer Charges	4300				
R-3.2 Sales of Goods or Services	4300				
R-3.3 Other Assessments	4503				
R-3.4 <b>Total Operating Revenues</b>		\$0	\$0	\$0	\$0
<b>R-4 Grants</b>					
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 <b>Total Grants</b>		\$0	\$0	\$0	\$0
<b>R-5 Miscellaneous Revenue</b>					
R-5.1 Interest	4501	\$104	\$106		
R-5.2 Other: Specify _____	4500				
R-5.3 Other: Additional _____					
R-5.4 <b>Total Miscellaneous</b>		\$104	\$106	\$0	\$0
R-5.5 <b>Total Forecasted Revenue</b>		\$41,567	\$40,641	\$0	\$0
<b>R-6 Other Forecasted Revenue</b>					
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 <b>Total Other Forecasted Revenue (a+b)</b>		\$0	\$0	\$0	\$0

# Proposed Budget

Goshen County Tourism Joint Powers Board

FYE 6/30/2023

**NAME OF DISTRICT/BOARD**

## CAPITAL OUTLAY BUDGET

	DOA Chart of Accounts	2020-2021 Actual	2021-2022 Estimated	2022-2023 Proposed	Pending Approval
<b>E-1 Capital Outlay</b>					
E-1.1 Real Property	6201				
E-1.2 Vehicles	6210				
E-1.3 Office Equipment	6211		\$1,418		
E-1.4 Other (Specify)					
E-1.5 _____	6200				
E-1.6 _____	6200				
E-1.7 _____					
E-1.8 <b>TOTAL CAPITAL OUTLAY</b>		\$0	\$1,418	\$0	\$0

## ADMINISTRATION BUDGET

	DOA Chart of Accounts	2020-2021 Actual	2021-2022 Estimated	2022-2023 Proposed	Pending Approval
<b>E-2 Personnel Services</b>					
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 _____					
<b>E-3 Board Expenses</b>					
E-3.1 Travel	7011		\$566		
E-3.2 Mileage	7012				
E-3.3 Other (Specify)					
E-3.4 Professional Development	7013		\$2,505	\$4,000	\$4,000
E-3.5 _____	7013				
E-3.6 _____					
<b>E-4 Contractual Services</b>					
E-4.1 Legal	7021				
E-4.2 Accounting/Auditing	7022				
E-4.3 Other (Specify)					
E-4.4 Professional Services	7023	\$11,558	\$7,760	\$2,000	\$2,000
E-4.5 Program Admin	7023	\$3,000	\$3,000		
E-4.6 _____					
<b>E-5 Other Administrative Expenses</b>					
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		
E-5.7 IT	7035			\$2,500	\$2,500
E-5.8 _____					
<b>E-6 TOTAL ADMINISTRATION</b>		\$19,558	\$18,831	\$8,500	\$8,500

# Proposed Budget

Goshen County Tourism Joint Powers Board

FYE 6/30/2023

## OPERATIONS BUDGET

	DOA Chart of Accounts	2020-2021 Actual	2021-2022 Estimated	2022-2023 Proposed	Pending Approval
<b>E-7</b>	<b>Personnel Services</b>				
E-7.1	Wages--Operations	7202			
E-7.2	Service Contracts	7203			
E-7.3	Other (Specify)				
E-7.4	Tourism Management/Contract	7204	\$16,667	\$20,000	\$52,000
E-7.5		7204			
E-7.6					
<b>E-8</b>	<b>Travel</b>				
E-8.1	Mileage	7211			
E-8.2	Other (Specify)				
E-8.3		7212			
E-8.4		7212			
E-8.5					
<b>E-9</b>	<b>Operating supplies (List)</b>				
E-9.1	Design/Printing	7220	\$26,629	\$15,000	\$15,000
E-9.2	Visitor Center	7220	\$15,000	\$15,000	\$2,000
E-9.3		7220			
E-9.4		7220			
E-9.5					
<b>E-10</b>	<b>Program Services (List)</b>				
E-10.1	Grant Awards	7230	\$4,532	\$17,981	\$22,084
E-10.2	Marketing/Advertising	7230	\$65,653	\$42,739	\$30,000
E-10.3	Literature Distribution	7230		\$10	\$1,000
E-10.4	Branding/Wayfinding	7230	\$4,026	\$10,090	\$5,000
E-10.5					
<b>E-11</b>	<b>Contractual Arrangements (List)</b>				
E-11.1		7400			
E-11.2		7400			
E-11.3		7400			
E-11.4		7400			
E-11.5					
<b>E-12</b>	<b>Other operations (Specify)</b>				
E-12.1		7450			
E-12.2		7450			
E-12.3		7450			
E-12.4		7450			
E-12.5					
<b>E-13</b>	<b>TOTAL OPERATIONS</b>		\$105,878	\$132,449	\$127,084

# Proposed Budget

Goshen County Tourism Joint Powers Board

FYE 6/30/2023

## INDIRECT COSTS BUDGET

	DOA Chart of Accounts	2020-2021 Actual	2021-2022 Estimated	2022-2023 Proposed	Pending Approval
<b>E-14 Insurance</b>					
E-14.1 Liability	7502	\$1,375	\$1,375	\$1,375	\$1,375
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 _____					
<b>E-15 Indirect payroll costs:</b>					
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 _____					
<b>E-17 TOTAL INDIRECT COSTS</b>		\$1,375	\$1,375	\$1,375	\$1,375

## DEBT SERVICE BUDGET

	DOA Chart of Accounts	2020-2021 Actual	2021-2022 Estimated	2022-2023 Proposed	Pending Approval
<b>D-1 Debt Service</b>					
D-1.1 Principal	6401				
D-1.2 Interest	6410				
D-1.3 Fees	6420				
<b>D-2 TOTAL DEBT SERVICE</b>		\$0	\$0	\$0	\$0

# Proposed Budget

Goshen County Tourism Joint Powers Board

FYE 6/30/2023

NAME OF DISTRICT/BOARD

## GENERAL FUNDS

		End of Year	Beginning	Beginning	
		2020-2021 Actual	2021-2022 Estimated	2022-2023 Proposed	Pending Approval
C-1	<b>Balances at Beginning of Fiscal Year</b>				
C-1.1	General Fund Checking	\$88,662	\$88,662	\$60,949	\$60,949
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	<b>Total Estimated Cash and Investments on Hand</b>	\$88,662	\$88,662	\$60,949	\$60,949
C-2	<b>General Fund Reductions:</b>				
C-2.1	a. Unpaid bills at FYE				
C-2.2	b. Reserves	\$0	\$0	\$0	\$0
C-2.3	<b>Total Deductions (a+b)</b>	\$0	\$0	\$0	\$0
C-2.4	<b>Estimated Non-Restricted Funds Available</b>	\$88,662	\$88,662	\$60,949	\$60,949

		DOA Chart of Accounts
<b>SINKING &amp; DEBT SERVICE FUNDS</b>		<b>1070</b>

		2020-2021 Actual	2021-2022 Estimated	2022-2023 Proposed	Pending Approval
C-3	<b>Beginning Balance in Reserve Account (end of previous year)</b>		\$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	<b>SUB-TOTAL</b>	\$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	<b>TOTAL CAPITAL OUTLAY (a+b+c)</b>	\$0	\$0	\$0	\$0
C-3.12	Balance to be retained	\$0	\$0	\$0	\$0

		DOA Chart of Accounts
<b>RESERVES</b>		<b>1090</b>

		2020-2021 Actual	2021-2022 Estimated	2022-2023 Proposed	Pending Approval
C-4	<b>Beginning Balance in Reserve Account (end of previous year)</b>		\$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	<b>SUB-TOTAL</b>	\$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	<b>TOTAL OTHER RESERVE OUTLAY (a+b+c)</b>	\$0	\$0	\$0	\$0
C-4.12	Balance to be retained	\$0	\$0	\$0	\$0

		DOA Chart of Accounts
<b>BOND FUNDS</b>		<b>1060</b>

		2020-2021 Actual	2021-2022 Estimated	2022-2023 Proposed	Pending Approval
C-5	<b>Beginning Balance in Reserve Account (end of previous year)</b>		\$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	<b>SUB-TOTAL</b>	\$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	<b>TOTAL TO BE SPENT</b>	\$0	\$0	\$0	\$0