

# Proposed Budget

Platte County Lodging Tax and Tourism Joint Powers Board	
Budget Hearing Information	
65 16th Street	<b>Location:</b> Platte County Chamber of Commerce Board Room
Wheatland, Wyoming 82201	<b>Date:</b> TBD
307.322.2322	<b>Time:</b> TBD
Platte County	<b>Budget Prepared by:</b> Alexandra Philp, Treasurer

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

Budgeted revenues based on previous average fiscal year revenues with the anticipation of a 90% return to regularly anticipated revenues. A new media and marketing plan are in development with an emphasis on high ROIs (return on investments) and reach.

**S-B RESERVE DESCRIPTION**

A Reserve Account in the form of an 18-month CD is held at Banner Capital Bank in Guernsey, Wyo. It matures September 17, 2021 and will be reinvested into another CD.

**S-C**

Names of Board Members	Date of End of Term	Does the district have regular office hours exceeding 20 hours per week?
Ruth Moyte, Chairman / Wheatland	12/31/2023	<input checked="" type="checkbox"/> Yes
Shawna Reichert, Guernsey	12/31/2023	
Jeston Cundall, Glendo	12/31/2023	
Alexandra Philp, Treasure / Platte Cty	12/31/2022	
OPEN, Chugwater	12/31/2021	

**If Yes, enter**

Address of office: Platte County Visitors Center / PCCC, 65 16th Street

City, State, Zip: Wheatland, Wyoming 82201

Phone Number: 307.322.2322

Hours Open: 7 days a week, 9a - 5p

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

Platte County Visitors Center / Platte County Chamber of Commerce

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

Chamber Weekly Newsletter, Platte County Public Court House

Where are the public meetings held?

Platte County Visitors Center / Platte County Chamber of Commerce

## PROPOSED BUDGET SUMMARY

OVERVIEW		2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Pending Approval
S-1	<b>Total Budgeted Expenditures</b>	\$151,001	\$187,170	\$169,425	\$169,425
S-2	<b>Total Principal to Pay on Debt</b>	\$0	\$0	\$0	\$0
S-3	<b>Total Change to Restricted Funds</b>	\$0	\$0	\$0	\$0
S-4	<b>Total General Fund and Forecasted Revenues Available</b>	\$246,953	\$294,249	\$351,250	\$351,250
S-5	<i>Amount requested from County Commissioners</i>	\$176,153	\$136,000	\$175,000	\$175,000
S-6	<b>Additional Funding Needed :</b>			<b>\$0</b>	<b>\$0</b>

REVENUE SUMMARY		2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Pending Approval
S-7	<b>Operating Revenues</b>	\$0	\$0	\$0	\$0
S-8	<b>Tax levy (From the County Treasurer)</b>	\$176,153	\$136,000	\$175,000	\$175,000
S-9	<b>Government Support</b>	\$0	\$0	\$0	\$0
S-10	<b>Grants</b>	\$0	\$56,386	\$0	\$0
S-11	<b>Other County Support (Not from Co. Treas.)</b>	\$0	\$0	\$0	\$0
S-12	<b>Miscellaneous</b>	\$0	\$0	\$0	\$0
S-13	<b>Other Forecasted Revenue</b>	\$0	\$0	\$0	\$0

S-14	<b>Total Revenue</b>	\$176,153	\$192,386	\$175,000	\$175,000
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FY 7/1/21-6/30/22 Platte County Lodging Tax and Tourism Joint Powers Board

EXPENDITURE SUMMARY		2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Pending Approval
S-15	<b>Capital Outlay</b>	\$0	\$0	\$0	\$0
S-16	<b>Interest and Fees On Debt</b>	\$0	\$0	\$0	\$0
S-17	<b>Administration</b>	\$0	\$0	\$15,925	\$15,925
S-18	<b>Operations</b>	\$151,001	\$187,170	\$153,500	\$153,500
S-19	<b>Indirect Costs</b>	\$0	\$0	\$0	\$0
S-20R	<b>Expenditures paid by Reserves</b>	\$0	\$0	\$0	\$0
S-20	<b>Total Expenditures</b>	\$151,001	\$187,170	\$169,425	\$169,425

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

CASH AND INVESTMENTS		2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Pending Approval
S-22	<b>TOTAL GENERAL FUNDS</b>	\$70,800	\$101,863	\$176,250	\$176,250

**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	\$101,863	\$101,863	\$101,863	\$101,863
S-26	c. Bond Funds	\$0	\$0	\$0	\$0
	<b>Total Reserves (a+b+c)</b>	\$101,863	\$101,863	\$101,863	\$101,863
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>	\$101,863	\$101,863	\$101,863	\$101,863
S-32	<b>Less Total to be spent</b>	\$0	\$0	\$0	\$0
S-33	<b>TOTAL RESERVES AT END OF FISCAL YEAR</b>	\$101,863	\$101,863	\$101,863	\$101,863

*End of Summary*

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

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

**DISTRICT ADDRESS:** 65 16th Street  
Wheatland, Wyoming 82201

**PREPARED BY:** Alexandra Philp, Treasurer

**DISTRICT PHONE:** 307.322.2322



## Proposed Budget

Platte County Lodging Tax and Tourism Joint Powers E

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
<b>R-1 Property Taxes and Assessments Received</b>					
R-1.1 Tax Levy (From the County Treasurer)	4001	\$176,153	\$136,000	\$175,000	\$175,000
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
<b>R-2 Revenues from Other Governments</b>					
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 <b>Total Government Support</b>		\$0	\$0	\$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		\$56,386	\$0	
R-4.3 Grants from State Agencies	4211				
R-4.4 <b>Total Grants</b>		\$0	\$56,386	\$0	\$0
<b>R-5 Miscellaneous Revenue</b>					
R-5.1 Interest	4501				
R-5.2 Other: Specify _____	4500				
R-5.3 Other: Additional _____					
R-5.4 <b>Total Miscellaneous</b>		\$0	\$0	\$0	\$0
R-5.5 <b>Total Forecasted Revenue</b>		\$0	\$56,386	\$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

Platte County Lodging Tax and Tourism Joint Powers Board  
 NAME OF DISTRICT/BOARD

FYE 6/30/2022

## CAPITAL OUTLAY BUDGET

	DOA Chart of Accounts	2019-2020 Actual	2020-2021 Estimated	2021-2022 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				
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	\$0	\$0	\$0

## ADMINISTRATION BUDGET

	DOA Chart of Accounts	2019-2020 Actual	2020-2021 Estimated	2021-2022 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			\$10,000	\$10,000
E-3.2 Mileage	7012				
E-3.3 Other (Specify)					
E-3.4 Memberships	7013			\$500	\$500
E-3.5 _____	7013				
E-3.6 _____					
<b>E-4 Contractual Services</b>					
E-4.1 Legal	7021				
E-4.2 Accounting/Auditing	7022			\$3,500	\$3,500
E-4.3 Other (Specify)					
E-4.4 Lodging Reports	7023			\$1,650	\$1,650
E-4.5 _____	7023				
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 Surety Bond	7035			\$275	\$275
E-5.7 _____	7035				
E-5.8 _____					
<b>E-6 TOTAL ADMINISTRATION</b>		\$0	\$0	\$15,925	\$15,925

# Proposed Budget

<b>OPERATIONS BUDGET</b>
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	DOA Chart of Accounts	2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Pending Approval
<b>E-7 Personnel Services</b>					
E-7.1 Wages--Operations	7202				
E-7.2 Service Contracts	7203				
E-7.3 Other (Specify)					
E-7.4 <u>Platte County Visitors Center</u>	7204			\$20,000	\$20,000
E-7.5 _____	7204				
E-7.6 _____					
<b>E-8 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 Operating supplies (List)</b>					
E-9.1 <u>Printed Materials</u>	7220				
E-9.2 <u>General Administration</u>	7220	\$22,964	\$17,773		
E-9.3 _____	7220				
E-9.4 _____	7220				
E-9.5 _____					
<b>E-10 Program Services (List)</b>					
E-10.1 <u>Event Grants</u>	7230	\$22,600	\$77,350	\$40,000	\$40,000
E-10.2 <u>Visitor Center Grants</u>	7230	\$46,500	\$31,472	\$18,500	\$18,500
E-10.3 _____	7230				
E-10.4 _____	7230				
E-10.5 _____					
<b>E-11 Contractual Arrangements (List)</b>					
E-11.1 <u>Marketing and Advertising</u>	7400	\$58,937	\$60,575	\$40,000	\$40,000
E-11.2 <u>Platte County Chamber of Commerce MOU</u>	7400			\$35,000	\$35,000
E-11.3 _____	7400				
E-11.4 _____	7400				
E-11.5 _____					
<b>E-12 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 TOTAL OPERATIONS</b>		\$151,001	\$187,170	\$153,500	\$153,500

# Proposed Budget

## INDIRECT COSTS BUDGET

	DOA Chart of Accounts	2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Pending Approval
<b>E-14 Insurance</b>					
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 _____					
<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>		\$0	\$0	\$0	\$0

## DEBT SERVICE BUDGET

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

## GENERAL FUNDS

		End of Year	Beginning	Beginning	
		2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Pending Approval
<b>C-1</b>	<b>Balances at Beginning of Fiscal Year</b>				
C-1.1	General Fund Checking	\$70,800	\$101,863	\$176,250	\$176,250
C-1.2	Savings and Investments				
C-1.3	General Fund CD Balance		\$0		
C-1.4	All Other Funds		\$0		
C-1.5	Reserves (From Below)	\$101,863	\$101,863	\$101,863	\$101,863
C-1.6	<b>Total Estimated Cash and Investments on Hand</b>	<b>\$172,663</b>	<b>\$203,726</b>	<b>\$278,113</b>	<b>\$278,113</b>
<b>C-2</b>	<b>General Fund Reductions:</b>				
C-2.1	a. Unpaid bills at FYE				
C-2.2	b. Reserves	\$101,863	\$101,863	\$101,863	\$101,863
C-2.3	<b>Total Deductions (a+b)</b>	<b>\$101,863</b>	<b>\$101,863</b>	<b>\$101,863</b>	<b>\$101,863</b>
C-2.4	<b>Estimated Non-Restricted Funds Available</b>	<b>\$70,800</b>	<b>\$101,863</b>	<b>\$176,250</b>	<b>\$176,250</b>

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

		2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Pending Approval
<b>C-3</b>	<b>Beginning Balance in Reserve Account (end of previous year)</b>		\$0	\$0	
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	<b>SUB-TOTAL</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
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>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
C-3.12	Balance to be retained	\$0	\$0	\$0	\$0

## RESERVES

		2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Pending Approval
<b>C-4</b>	<b>Beginning Balance in Reserve Account (end of previous year)</b>				
C-4.1	Beginning Balance in Reserve Account (end of previous year)	\$101,863	\$101,863	\$101,863	\$101,863
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>	<b>\$101,863</b>	<b>\$101,863</b>	<b>\$101,863</b>	<b>\$101,863</b>
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>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
C-4.12	Balance to be retained	\$101,863	\$101,863	\$101,863	\$101,863

## BOND FUNDS

		2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Pending Approval
<b>C-5</b>	<b>Beginning Balance in Reserve Account (end of previous year)</b>				
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	<b>SUB-TOTAL</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
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>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>