

Final Budget

Wind River Visitors Council	
Budget Hearing Information	
PO BOX 925	Location: LANDER CHAMBER OF COMMERCE
LANDER, WY 82520	Date: 5/5/2020
800-645-6233	Time: 10:00 AM
Fremont County	Budget Prepared by: Wind River Visitors Council

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

REVENUES We have been fortunate to have had healthy lodging tax collections growth over the past decade. In FY 20/21 we have the unfortunate problem of having to deal with the negative economic impact of the COVID-19 virus on the tourism industry. The projected revenue of \$483,455 is down approximately 30% from the previous 3 years' revenue. The basis behind this projected decrease in lodging tax revenues comes from Governor Gordon's statements, Wyoming Office of Tourism's analysis of economic impact, and indicators from trade magazines and conference calls over the past month by various experts. If the revenue picture improves, we will be able to adjust the budget accordingly.

EXPENDITURES Our proposed FY 20/21 budget reflects our strategy to fund our core marketing programs while we determine what revenues will be generated during the next 6 months. Our projections will also be dependent on how long the COVID-19 negatively impacts tourism in the state. We have evaluated our core marketing plan, reviewed what marketing generates the most traffic and benefit to our tourism industry, and appropriately budgeted our funding to those items.

For the first time, the WRVC has budgeted for an Executive Director staff position and office. This is part of an overall board strategy to deal with future growth, post-COVID stabilization, and creates a succession plan as McCormick Marketing transitions out of its dual role as Executive Director and Marketing Agency to focus on just the marketing portion of the WRVC mission.

POST-COVID RECOVERY In FY 19/20 we have "paused" several spring and early summer marketing campaigns because of the COVID-19 virus. When travel bans are lifted, the WRVC will restart the paused portions of the marketing plan. We have noted in the budget that the WRVC will owe \$43,600 of committed but unspent funds to resume our commitment to these marketing contracts. We will also use \$34,449 of the unspent FY19/20 collections to balance the significantly reduced FY20/21 budget so we can implement the core programs of the WRVC.

OVERSIGHT Because the annual lodging tax collections exceeded \$500,000 this past year, the WRVC is required by state statute to have a CPA Financial Review conducted annually, which is included under the Accounting Services line item. The Financial Review is submitted to the Wyoming Dept. of Audit and the County Clerk's office as public record.

S-B RESERVE DESCRIPTION

The WRVC tries to maintain \$50,000 in the General checking account each month to cover monthly expenses. There are no Reserve Accounts.

S-C

Names of Board Members	Date of End of Term
BRIAN FABEL	6/30/21
MIKE ANDERSON	6/30/21
THOMAS PEDE	6/30/22
RYAN PRESTON	6/30/22
JOHN BASS	6/30/22
THOMAS ASKS	6/30/22
OWEN SWEENEY	6/30/21
FRANK WELTY	6/30/22
RANDY LAHR	6/30/23

Does the district have regular office hours exceeding 20 hours per week?	<input type="checkbox"/> No

If no above: Are the records on file with the County Clerk as required by W.S. 16-12-303(c)? Yes

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

How and where are the notices of meeting posted for the public?
 IN THE DUBOIS FRONTIER & SUNDAY EDITION OF LANDER JOURNAL & RIVERTON RANGER

Where are the public meetings held?
 THEY ROTATE BETWEEN LANDER, RIVERTON, DUBOIS, HUDSON, & SHOSHONI AND ARE HELD AT VARIOUS LOCATIONS.

FINAL BUDGET SUMMARY

OVERVIEW		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval
S-1	Total Budgeted Expenditures	\$679,429	\$687,000	\$517,904	\$517,904
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	\$809,611	\$809,518	\$605,974	\$605,974
S-5	<i>Amount requested from County Commissioners</i>	\$0	\$0	\$0	\$0
S-6	Additional Funding Needed :			\$0	\$0

REVENUE SUMMARY		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval
S-7	Operating Revenues	\$0	\$0	\$0	\$0
S-8	Tax levy (From the County Treasurer)	\$0	\$0	\$0	\$0
S-9	Government Support	\$0	\$0	\$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	\$725,193	\$725,100	\$483,455	\$483,455
S-13	Other Forecasted Revenue	\$0	\$0	\$0	\$0

S-14	Total Revenue	\$725,193	\$725,100	\$483,455	\$483,455
FY 7/1/20-6/30/21		Wind River Visitors Council			

EXPENDITURE SUMMARY		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval
S-15	Capital Outlay	\$0	\$0	\$0	\$0
S-16	Interest and Fees On Debt	\$0	\$0	\$0	\$0
S-17	Administration	\$10,102	\$12,095	\$15,200	\$15,200
S-18	Operations	\$669,327	\$674,905	\$483,704	\$483,704
S-19	Indirect Costs	\$0	\$0	\$19,000	\$19,000
S-20R	Expenditures paid by Reserves	\$0	\$0	\$0	\$0
S-20	Total Expenditures	\$679,429	\$687,000	\$517,904	\$517,904

DEBT SUMMARY		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval
S-21	Principal Paid on Debt	\$0	\$0	\$0	\$0

CASH AND INVESTMENTS		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval
S-22	TOTAL GENERAL FUNDS	\$84,418	\$84,418	\$122,519	\$122,519
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: PO BOX 925
LANDER, WY 82520

PREPARED BY: Wind River Visitors Council

DISTRICT PHONE: 800-645-6233

Final Budget

Wind River Visitors Council

 NAME OF DISTRICT/BOARD

FYE 6/30/2021

PROPERTY TAXES AND ASSESSMENTS

		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final 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

		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final 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)				
R-2.5	Total Government Support	\$0	\$0	\$0	\$0
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	\$234	\$100	\$130	\$130
R-5.2	Other: Specify <u>Lodging Tax Revenue</u>	\$724,959	\$725,000	\$483,325	\$483,325
R-5.3	Other: Additional				
R-5.4	Total Miscellaneous	\$725,193	\$725,100	\$483,455	\$483,455
R-5.5	Total Forecasted Revenue	\$725,193	\$725,100	\$483,455	\$483,455
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

Final Budget

Wind River Visitors Council

FYE 6/30/2021

NAME OF DISTRICT/BOARD

CAPITAL OUTLAY BUDGET

		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final 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

		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final 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	Janitor				
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	_____				
E-3.5	_____				
E-3.6					
E-4	Contractual Services				
E-4.1	Legal				
E-4.2	Accounting/Auditing	\$10,002	\$10,207	\$13,300	\$13,300
E-4.3	Other (Specify)				
E-4.4	_____				
E-4.5	_____				
E-4.6					
E-5	Other Administrative Expenses				
E-5.1	Office Supplies		\$165	\$300	\$300
E-5.2	Office equipment, rent & repair				
E-5.3	Education				
E-5.4	Registrations				
E-5.5	Other (Specify)				
E-5.6	Surety Bond	\$100	\$100		
E-5.7	Travel		\$1,623	\$1,600	\$1,600
E-5.8	_____				
E-6	TOTAL ADMINISTRATION	\$10,102	\$12,095	\$15,200	\$15,200

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OPERATIONS BUDGET

		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval
E-7	Personnel Services				
E-7.1	Wages--Operations			\$65,000	\$65,000
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	Board Expenses	\$3,169	\$2,405	\$3,600	\$3,600
E-9.2	_____				
E-9.3	_____				
E-9.4	_____				
E-9.5	_____				
E-10	Program Services (List)				
E-10.1	Airservice Marketing	\$21,555	\$20,500	\$7,000	\$7,000
E-10.2	_____				
E-10.3	_____				
E-10.4	_____				
E-10.5	_____				
E-11	Contractual Arrangements (List)				
E-11.1	Marketing Director	\$428,866	\$430,000	\$271,940	\$271,940
E-11.2	_____				
E-11.3	WRVC Office Service	\$25,495	\$20,000	\$18,000	\$18,000
E-11.4	_____				
E-11.5	_____				
E-12	Other operations (Specify)				
E-12.1	Dubois Community	\$61,378	\$62,543	\$38,034	\$38,034
E-12.2	Lander Community	\$56,921	\$62,230	\$33,559	\$33,559
E-12.3	Riverton Community	\$62,943	\$68,086	\$40,271	\$40,271
E-12.4	Shoshoni & Hudson	\$9,000	\$9,141	\$6,300	\$6,300
E-12.5	_____				
E-13	TOTAL OPERATIONS	\$669,327	\$674,905	\$483,704	\$483,704

Final Budget

Wind River Visitors Council

FYE 6/30/2021

INDIRECT COSTS BUDGET

			2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval
E-14	Insurance					
E-14.1	Liability					
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				\$13,000	\$13,000
E-15.2	Workers Compensation					
E-15.3	Unemployment Taxes					
E-15.4	Retirement					
E-15.5	Health Insurance				\$6,000	\$6,000
E-15.6	Other (Specify)					
E-15.7	_____					
E-15.8	_____					
E-15.9						
E-17	TOTAL INDIRECT COSTS		\$0	\$0	\$19,000	\$19,000

DEBT SERVICE BUDGET

			2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final 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

Final Budget

NAME OF DISTRICT/BOARD _____

GENERAL FUNDS

		End of Year	Beginning	Beginning	
		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval
C-1	Balances at Beginning of Fiscal Year				
C-1.1	General Fund Checking Account Balance	\$74,656	\$74,656	\$115,314	\$115,314
C-1.2	Savings and Investments Account Balance		\$0		
C-1.3	General Fund CD Balance		\$0		
C-1.4	All Other Funds	\$9,762	\$9,762	\$7,205	\$7,205
C-1.5	Reserves (From Below)	\$0	\$0	\$0	\$0
C-1.6	Total Estimated Cash and Investments on Hand	\$84,418	\$84,418	\$122,519	\$122,519
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	\$84,418	\$84,418	\$122,519	\$122,519

SINKING & DEBT SERVICE FUNDS

		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval
C-3	Beginning Balance in Reserve Account (end of previous year)		\$0	\$0	
C-3.1	<i>Date of Reserve Approval in Minutes:</i> _____				
C-3.2	Amount to be added to the reserve				
C-3.3	<i>Date of Reserve Approval in Minutes:</i> _____				
C-3.4	SUB-TOTAL	\$0	\$0	\$0	\$0
C-3.5	Identify the amount and project to be spent				
C-3.6	a. _____				
C-3.7	b. _____				
C-3.8	c. _____				
C-3.9	<i>Date of Reserve Approval in Minutes:</i> _____				
C-3.10	TOTAL CAPITAL OUTLAY (a+b+c)	\$0	\$0	\$0	\$0
C-3.11	Balance to be retained	\$0	\$0	\$0	\$0
C-3.12		\$0	\$0	\$0	\$0

RESERVES

		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval
C-4	Beginning Balance in Reserve Account (end of previous year)		\$0	\$0	
C-4.1	<i>Date of Reserve Approval in Minutes:</i> _____				
C-4.2	Amount to be added to the reserve				
C-4.3	<i>Date of Reserve Approval in Minutes:</i> _____				
C-4.4	SUB-TOTAL	\$0	\$0	\$0	\$0
C-4.5	Identify the amount and project to be spent				
C-4.6	a. _____				
C-4.7	b. _____				
C-4.8	c. _____				
C-4.9	<i>Date of Reserve Approval in Minutes:</i> _____				
C-4.10	TOTAL OTHER RESERVE OUTLAY (a+b+c)	\$0	\$0	\$0	\$0
C-4.11	Balance to be retained	\$0	\$0	\$0	\$0
C-4.12		\$0	\$0	\$0	\$0

BOND FUNDS

		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval
C-5	Beginning Balance in Reserve Account (end of previous year)		\$0	\$0	
C-5.1	<i>Date of Reserve Approval in Minutes:</i> _____				
C-5.2	Amount to be added to the reserve				
C-5.3	<i>Date of Reserve Approval in Minutes:</i> _____				
C-5.4	SUB-TOTAL	\$0	\$0	\$0	\$0
C-5.5	Identify the amount and project to be spent				
C-5.6	<i>Date of Reserve Approval in Minutes:</i> _____				
C-5.7	Balance to be retained	\$0	\$0	\$0	\$0
C-5.8		\$0	\$0	\$0	\$0
C-5.9	TOTAL TO BE SPENT	\$0	\$0	\$0	\$0