

Proposed Budget

SOUTH OF LARAMIE WATER & SEWER DISTRICT	
Budget Hearing Information	
2461 COUNTY SHOP ROAD	Location: 2461 COUNTY SHOP ROAD
LARAMIE, WY 82070	Date: Thursday, July 14, 2016
307-742-8955	Time: 5:00 P.M.
ALBANY COUNTY	Budget Prepared by: JIM SWECKARD, OPERATOR/MANAGER

S-1 BUDGET MESSAGE W.S. 16-4-104(d)

The budget for FY 2016/2017 reflects a cash reserve of \$116,981 for unforeseen expenditures, and \$24,000 for capital expenditures. The District reflects that the reserve account will continue increasing at a rate of 3% for the next physical year, provided no big expenditures arise. The District is looking into obtaining grant money for any upcoming capital improvement projects. At this time, the District anticipates water assessments will increase at the calendar year based upon an anticipated wholesale rate increase. Our plant investment revenue will increase our forecasted cash flow since we are gaining new accounts. The District reflects that our proposed operating projections are adequate to stay in balance for FY 2016/2017.

PROPOSED BUDGET SUMMARY

OVERVIEW	2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Pending Approval
S-1 Total Budgeted Expenditures	\$308,479	\$311,704	\$344,186	\$339,386
S-2 Total Principal to Pay on Debt	\$12,500	\$13,500	\$14,500	\$14,500
S-3 Total Change to Restricted Funds	\$0	\$0	\$0	\$0
S-4 Total General Fund and Forecasted Revenues	\$500,392	\$572,058	\$551,994	\$551,994
S-5 <i>Amount requested from County Commissioners</i>	\$62,281	\$63,000	\$65,417	\$65,417
S-6 Additional Funding Needed :			\$0	\$0

REVENUE SUMMARY	2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Pending Approval
S-7 Operating Revenues	\$241,134	\$251,864	\$260,000	\$260,000
S-8 Tax levy (From the County Treasurer)	\$62,281	\$63,000	\$65,417	\$65,417
S-9 Government Support	\$0	\$0	\$0	\$0
S-10 Grants	\$10,703	\$45,000	\$0	\$0
S-11 Other County Support (Not from Co. Treas.)	\$0	\$0	\$0	\$0
S-12 Miscellaneous	\$106	\$169	\$130	\$130
S-13 Other Forecasted Revenue	\$15,200	\$24,244	\$36,366	\$36,366
S-14 Total Revenue	\$329,424	\$384,277	\$361,913	\$361,913

EXPENDITURE SUMMARY		2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Pending Approval
S-15	Capital Outlay	\$1,335	\$2,400	\$10,700	\$10,700
S-16	Interest and Fees On Debt	\$23,608	\$17,292	\$17,500	\$17,500
S-17	Administration	\$42,923	\$36,585	\$47,000	\$42,500
S-18	Operations	\$205,351	\$219,884	\$227,886	\$227,886
S-19	Indirect Costs	\$35,262	\$35,543	\$41,100	\$41,100
S-20	Total Expenditures	\$308,479	\$311,704	\$344,186	\$339,686

DEBT SUMMARY		2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Pending Approval
S-21	Principal Paid on Debt	\$12,500	\$13,500	\$14,500	\$14,500

CASH AND INVESTMENTS		2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Pending Approval
S-22	TOTAL GENERAL FUNDS	\$170,968	\$187,781	\$190,081	\$190,081

Summary of Reserve Funds

S-23	Beginning Balance in Reserve Accounts				
S-24	a. Depreciation Reserve	\$0	\$0	\$0	\$0
S-25	b. Other Reserve	\$0	\$0	\$0	\$0
S-26	c. Emergency Reserve (Cash)	\$0	\$0	\$0	\$0
	Total Reserves (a+b+c)	\$0	\$0	\$0	\$0
S-27	Amount to be added				
S-28	a. Depreciation Reserve	\$0	\$0	\$0	\$0
S-29	b. Other Reserve	\$0	\$0	\$0	\$0
S-30	c. Emergency Reserve (Cash)	\$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: 2461 COUNTY SHOP ROAD
LARAMIE, WY 82070

PREPARED BY: JIM SWECKARD, OPERATOR

DISTRICT PHONE: 307-742-8955

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

Form approved by Wyoming Department of Audit, Public Funds Division

Proposed Budget

SOUTH OF LARAMIE WATER & SEWER DISTRICT
 NAME OF DISTRICT/BOARD

FYE 6/30/2017

PROPERTY TAXES AND ASSESSMENTS

		2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Pending Approval
R-1	Property Taxes and Assessments Received				
R-1.1	Tax Levy (From the County Treasurer)	\$62,281	\$63,000	\$65,417	\$65,417
R-1.2	Other County Support				

FORECASTED REVENUE

		2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Pending 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	\$146,645	\$148,185	\$150,000	\$150,000
R-3.2	Sales of Goods or Services	\$94,489	\$103,679	\$110,000	\$110,000
R-3.3	Other Assessments				
R-3.4	Total Operating Revenues	\$241,134	\$251,864	\$260,000	\$260,000
R-4	Grants				
R-4.1	Direct Federal Grants				
R-4.2	Federal Grants thru State Agencies				
R-4.3	Grants from State Agencies	\$10,703	\$45,000	\$0	
R-4.4	Total Grants	\$10,703	\$45,000	\$0	\$0
R-5	Miscellaneous Revenue				
R-5.1	Interest	\$106	\$169	\$130	\$130
R-5.2	Other: Specify				
R-5.3	Other: Additional				
R-5.4	Total Miscellaneous	\$106	\$169	\$130	\$130
R-5.5	Total Forecasted Revenue	\$251,943	\$297,033	\$260,130	\$260,130
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	Plant Investment Fees	\$15,200	\$24,244	\$36,366	\$36,366
R-6.4	_____				
R-6.5	_____				
R-6.6	Total Other Forecasted Revenue (a+b)	\$15,200	\$24,244	\$36,366	\$36,366

Proposed Budget

SOUTH OF LARAMIE WATER & SEWER DISTRICT
 NAME OF DISTRICT/BOARD

FYE 6/30/2017

CAPITAL OUTLAY BUDGET

		2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Pending Approval
E-1	Capital Outlay				
E-1.1	Real Property				
E-1.2	Vehicles				
E-1.3	Office Equipment	\$1,335	\$1,400	\$1,500	\$1,500
E-1.4	Other (Specify)				
E-1.5	<u>Fencing Project at Tank</u>	\$0	\$0	\$8,200	\$8,200
E-1.6	<u>Miscellaneous</u>	\$0	\$1,000	\$1,000	\$1,000
E-1.7					
E-1.8	TOTAL CAPITAL OUTLAY	\$1,335	\$2,400	\$10,700	\$10,700

ADMINISTRATION BUDGET

		2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Pending Approval
E-2	Personnel Services				
E-2.1	Administrator				
E-2.2	Secretary				
E-2.3	Clerical	\$21,421	\$18,652	\$19,200	\$19,200
E-2.4	Other (Specify)				
E-2.5	<u>Mileage Clerical</u>	\$301	\$0	\$0	
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	\$1,483	\$450	\$2,000	\$2,000
E-4.2	Accounting/Auditing	\$6,047	\$6,000	\$7,000	\$7,000
E-4.3	Other (Specify)				
E-4.4	<u>Consulting</u>	\$830	\$75	\$500	\$500
E-4.5	<u>Legal Ads</u>	\$1,847	\$1,241	\$2,500	\$2,500
E-4.6	see additional details			\$4,500	
E-5	Other Administrative Expenses				
E-5.1	Office Supplies	\$5,938	\$6,300	\$6,400	\$6,400
E-5.2	Office equipment, rent & repair				
E-5.3	Education	\$1,711	\$884	\$1,800	\$1,800
E-5.4	Registrations				
E-5.5	Other (Specify)				
E-5.6	<u>Membership Fees</u>	\$625	\$425	\$600	\$600
E-5.7	<u>Equipment Contracts</u>	\$2,720	\$2,558	\$2,500	\$2,500
E-5.8					
E-6	TOTAL ADMINISTRATION	\$42,923	\$36,585	\$47,000	\$42,500

Proposed Budget

SOUTH OF LARAMIE WATER & SEWER DISTRICT

FYE 6/30/2017

OPERATIONS BUDGET

			2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Pending Approval
E-7	Personnel Services					
E-7.1	Wages--Operations		\$44,862	\$47,532	\$47,000	\$47,000
E-7.2	Service Contracts					
E-7.3	Other (Specify)					
E-7.4	Back-up Operators		\$3,480	\$4,930	\$8,900	\$8,900
E-7.5						
E-7.6						
E-8	Travel					
E-8.1	Mileage		\$5,847	\$4,726	\$8,800	\$8,800
E-8.2	Other (Specify)					
E-8.3						
E-8.4						
E-8.5						
E-9	Operating supplies (List)					
E-9.1	Transmission & Distributic		\$5,729	\$5,373	\$8,200	\$8,200
E-9.2	Plant Investment Fees Pa		\$15,105	\$12,084	\$18,126	\$18,126
E-9.3						
E-9.4						
E-9.5						
E-10	Program Services (List)					
E-10.1	Water Purchases from Cit		\$89,828	\$96,330	\$100,000	\$100,000
E-10.2						
E-10.3						
E-10.4						
E-10.5						
E-11	Contractual Arrangements (List)					
E-11.1						
E-11.2						
E-11.3						
E-11.4						
E-11.5						
E-12	Other operations (Specify)					
E-12.1	Money Market Account		\$24,000	\$24,000	\$24,000	\$24,000
E-12.2	Grant Portion (75/25 split)		\$3,183	\$11,250	\$0	
E-12.3	Utilities		\$13,317	\$12,554	\$12,860	\$12,860
E-12.4	New Pump (#2)		\$0	\$1,105	\$0	
E-12.5						
E-13	TOTAL OPERATIONS		\$205,351	\$219,884	\$227,886	\$227,886

Proposed Budget

INDIRECT COSTS BUDGET

			2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Pending Approval
E-14	Insurance					
E-14.1	Liability		\$1,303	\$1,303	\$1,784	\$1,784
E-14.2	Buildings and vehicles		\$4,526	\$4,632	\$5,144	\$5,144
E-14.3	Equipment					
E-14.4	Other (Specify)					
E-14.5	<u>Officer/Director Policy</u>		\$0	\$0	\$1,447	\$1,447
E-14.6	<u>Bond for Treasurer/Board</u>		\$200	\$200	\$225	\$225
E-14.7	see additional details		\$227	\$227		
E-15	Indirect payroll costs:					
E-15.1	FICA (Social Security) taxes		\$5,369	\$5,443	\$5,800	\$5,800
E-15.2	Workers Compensation		\$1,282	\$1,288	\$1,950	\$1,950
E-15.3	Unemployment Taxes		\$265	\$192	\$250	\$250
E-15.4	Retirement					
E-15.5	Health Insurance		\$22,090	\$22,258	\$24,500	\$24,500
E-15.6	Other (Specify)					
E-15.7						
E-15.8						
E-15.9						
E-16	Depreciation Expenses					
E-17	TOTAL INDIRECT COSTS		\$35,262	\$35,543	\$41,100	\$41,100

DEBT SERVICE BUDGET

			2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Pending Approval
D-1	Debt Service					
D-1.1	Principal		\$12,500	\$13,500	\$14,500	\$14,500
D-1.2	Interest		\$23,608	\$17,292	\$17,500	\$17,500
D-1.3	Fees					
D-2	TOTAL DEBT SERVICE		\$36,108	\$30,792	\$32,000	\$32,000

Proposed Budget

SOUTH OF LARAMIE WATER & SEWER DISTRICT
 NAME OF DISTRICT/BOARD

FYE 6/30/2017

GENERAL FUNDS

		2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Pending Approval
C-1	Balances at Beginning of Fiscal Year				
C-1.1	General Fund Checking Account Balance	\$23,495	\$24,400	\$25,000	\$25,000
C-1.2	Savings and Investments Account Balance	\$106,849	\$116,981	\$126,981	\$126,981
C-1.3	General Fund CD Balance	\$0	\$0	\$0	\$0
C-1.4	All Other Funds	\$40,624	\$46,400	\$38,100	\$38,100
C-1.5	Reserves (From Below)	\$0	\$0	\$0	\$0
C-1.6	Total Estimated Cash and Investments on Hand	\$170,968	\$187,781	\$190,081	\$190,081
C-2	General Fund Reductions:				
C-2.1	a. Unpaid bills at FYE	\$17,203	\$19,800	\$18,500	\$18,500
C-2.2	b. Reserves	\$0	\$0	\$0	\$0
C-2.3	Total Deductions (a+b)	\$17,203	\$19,800	\$18,500	\$18,500
C-2.4	Estimated Non-Restricted Funds Available	\$153,765	\$167,981	\$171,581	\$171,581

DEPRECIATION RESERVE (CAPITAL OUTLAY - REPLACEMENT)

		2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Pending Approval
C-3					
C-3.1	Beginning Balance in Reserve Account (end of previous year)				
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 to be spent from "Reserve for Capital Outlay"				
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 in Depreciation Reserve Account	\$0	\$0	\$0	\$0

OTHER RESTRICTED FUND BALANCES - RESERVE (LEGALLY ENFORCED)

		2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Pending Approval
C-4					
C-4.1	Beginning Balance in Reserve Account (end of previous year)				
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	"Other Reserves"				
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 in Other Reserve Account	\$0	\$0	\$0	\$0

ASSIGNED FUND BALANCE (EMERGENCY RESERVE - NOT COMMITTED)

		2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Pending Approval
C-5					
C-5.1	Beginning Balance in Reserve Account (end of previous year)				
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	Amount to be spent from Emergency Reserve (Cash)				
C-5.7	<i>Date of Reserve Approval in Minutes:</i> _____				
C-5.8	Balance to be retained in Assigned Fund Balance	\$0	\$0	\$0	\$0
C-5.9	TOTAL TO BE SPENT	\$0	\$0	\$0	\$0