

Proposed Budget

7 Mile Water District and Sewer	
Budget Hearing Information	
PO Box 2203	Location: 5 Rabbit Run Trail
Laramie, Wy 82073	Date: 5/5/2023
307-343-0257	Time: 10:13 AM
Albany County	Budget Prepared by: S. Gallegos

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

Seven Mile Water district provides water to 48 residential home lots, 33 of which are active. Seven Mile purchases drinking water from the City of Laramie through a meter and delivers water to each lot through it's distribution system. Water to each lot is metered separately. The Proposed Budget for the district shows projected annual revenue of \$52,920 based on monthly per tap fees of \$46.00 for administrative and water line maintenance, City of Laramie per tap charge of \$8.00 and estimating water purchases and sales of 120,000 gallons monthly during 2022-2023

S-B RESERVE DESCRIPTION

Reserve funds consist of emergency operation funds and emergency maintenance funds.

S-C

Names of Board Members	Date of End of Term	
Donny Smith	12/31/23	Does the district have regular office hours exceeding 20 hours per week? No
Shawn Welsbacher	12/31/23	
Lindsay Herkstroeter	12/31/23	
Stephanie Gallegos	12/31/23	

W.S. 16-12-303(c) requires special districts with office hours less than 20 per week to maintain copies of records at the county clerks office. Record format specified by county clerk.

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

How and where are the notices of meeting posted for the public?
Sent with monthley invoices

Where are the public meetings held?
5 Rabbit Run Trail

PROPOSED BUDGET SUMMARY

OVERVIEW		2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Pending Approval
S-1	Total Budgeted Expenditures	\$27,240	\$14,540	\$30,440	\$30,440
S-2	Total Principal to Pay on Debt	\$0	\$0	\$0	\$0
S-3	Total Change to Restricted Funds	\$8,000	\$0	\$7,200	\$7,200
S-4	Total General Fund and Forecasted Revenues Available	\$99,371	\$99,371	\$99,444	\$99,444
S-5	<i>Amount requested from County Commissioners</i>	\$0	\$0	\$0	\$0
Additional Funding Needed :				\$0	\$0
Projected Surplus:				\$76,204	\$76,204

REVENUE SUMMARY		2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Pending Approval
S-7	Operating Revenues	\$52,980	\$52,980	\$52,980	\$52,980
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	\$0	\$0	\$0	\$0
S-13	Other Forecasted Revenue	\$0	\$0	\$0	\$0

S-14	Total Revenue	\$52,980	\$52,980	\$52,980	\$52,980
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7 Mile Water District and Sewer

FY 7/1/23-6/30/24

EXPENDITURE SUMMARY		2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Pending Approval
S-15	Capital Outlay	\$1,350	\$0	\$0	\$0
S-16	Interest and Fees On Debt	\$0	\$0	\$0	\$0
S-17	Administration	\$6,650	\$7,300	\$11,500	\$11,500
S-18	Operations	\$18,640	\$6,640	\$18,340	\$18,340
S-19	Indirect Costs	\$600	\$600	\$600	\$600
S-20R	Expenditures paid by Reserves	\$0	\$0	\$0	\$0
S-20	Total Expenditures	\$27,240	\$14,540	\$30,440	\$30,440

DEBT SUMMARY		2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Pending Approval
S-21	Principal Paid on Debt	\$0	\$0	\$0	\$0

CASH AND INVESTMENTS		2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Pending Approval
S-22	TOTAL GENERAL FUNDS	\$46,391	\$46,391	\$46,464	\$46,464

Summary of Reserve Funds

S-23	Beginning Balance in Reserve Accounts	\$0	\$0	\$0	\$0
S-24	a. Sinking and Debt Service Funds				
S-25	b. Reserves	\$29,677	\$33,677	\$33,677	\$33,677
S-26	c. Bond Funds	\$24,557	\$28,557	\$28,557	\$28,557
	Total Reserves (a+b+c)	\$54,234	\$62,234	\$62,234	\$62,234
S-27	Amount to be added				
S-28	a. Sinking and Debt Service Funds	\$0	\$0	\$0	\$0
S-29	b. Reserves	\$4,000	\$0	\$3,600	\$3,600
S-30	c. Bond Funds	\$4,000	\$0	\$3,600	\$3,600
	Total to be added (a+b+c)	\$8,000	\$0	\$7,200	\$7,200
S-31	Subtotal	\$62,234	\$62,234	\$69,434	\$69,434
S-32	Less Total to be spent	\$0	\$0	\$0	\$0
S-33	TOTAL RESERVES AT END OF FISCAL YEAR	\$62,234	\$62,234	\$69,434	\$69,434

End of Summary

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

Date adopted by Special District _____

DISTRICT ADDRESS: PO Box 2203
Laramie, Wy 82073

PREPARED BY: S. Gallegos

DISTRICT PHONE: 307-343-0257

Proposed Budget

7 Mile Water District and Sewer
 NAME OF DISTRICT/BOARD _____

FYE 6/30/2024 _____

PROPERTY TAXES AND ASSESSMENTS

	DOA Chart of Accounts	2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Pending Approval
R-1 Property Taxes and Assessments Received					
R-1.1 Tax Levy (From the County Treasurer)	4001				
R-1.2 Other County Support (see note on the right)	4005				

FORECASTED REVENUE

	DOA Chart of Accounts	2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Pending Approval
R-2 Revenues from Other Governments					
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 Total Government Support		\$0	\$0	\$0	\$0
R-3 Operating Revenues					
R-3.1 Customer Charges	4300	\$52,980	\$52,980	\$52,980	\$52,980
R-3.2 Sales of Goods or Services	4300				
R-3.3 Other Assessments	4503				
R-3.4 Total Operating Revenues		\$52,980	\$52,980	\$52,980	\$52,980
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 _____	4500				
R-5.3 Other: Additional _____					
R-5.4 Total Miscellaneous		\$0	\$0	\$0	\$0
R-5.5 Total Forecasted Revenue		\$52,980	\$52,980	\$52,980	\$52,980
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

7 Mile Water District and Sewer
 NAME OF DISTRICT/BOARD

FYE 6/30/2024

CAPITAL OUTLAY BUDGET

	DOA Chart of Accounts	2021-2022 Actual	2022-2023 Estimated	2023-2024 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	extenders	6200	\$1,350		
E-1.6		6200			
E-1.7					
E-1.8	TOTAL CAPITAL OUTLAY		\$1,350	\$0	\$0

ADMINISTRATION BUDGET

	DOA Chart of Accounts	2021-2022 Actual	2022-2023 Estimated	2023-2024 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			
E-3.2	Mileage	7012			
E-3.3	Other (Specify)				
E-3.4		7013			
E-3.5		7013			
E-3.6					
E-4	Contractual Services				
E-4.1	Legal	7021			
E-4.2	Accounting/Auditing	7022	\$3,200	\$3,200	\$3,400
E-4.3	Other (Specify)				
E-4.4	Secretary	7023	\$2,400	\$2,400	\$2,400
E-4.5		7023			
E-4.6					
E-5	Other Administrative Expenses				
E-5.1	Office Supplies	7031	\$500	\$600	\$600
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	quickbooks	7035	\$200	\$600	\$500
E-5.7	postage, ads, fees	7035	\$350	\$500	\$600
E-5.8	see additional details			\$4,000	\$4,000
E-6	TOTAL ADMINISTRATION		\$6,650	\$7,300	\$11,500

Proposed Budget

OPERATIONS BUDGET

	DOA Chart of Accounts	2021-2022 Actual	2022-2023 Estimated	2023-2024 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 water purchase fee city payout	7220	\$10,800		\$12,000	\$12,000
E-9.2 water system O&M	7220	\$2,000	\$2,000	\$2,000	\$2,000
E-9.3 _____	7220				
E-9.4 _____	7220				
E-9.5 see additional details		\$1,500	\$300		
E-10 Program Services (List)					
E-10.1 _____	7230				
E-10.2 _____	7230				
E-10.3 _____	7230				
E-10.4 _____	7230				
E-10.5 _____					
E-11 Contractual Arrangements (List)					
E-11.1 Licenced Water Operator	7400	\$3,300	\$3,300	\$3,300	\$3,300
E-11.2 Meter reading	7400	\$540	\$540	\$540	\$540
E-11.3 _____	7400				
E-11.4 _____	7400				
E-11.5 _____					
E-12 Other operations (Specify)					
E-12.1 Water Testing	7450	\$500	\$500	\$500	\$500
E-12.2 _____	7450				
E-12.3 _____	7450				
E-12.4 _____	7450				
E-12.5 _____					
E-13 TOTAL OPERATIONS		\$18,640	\$6,640	\$18,340	\$18,340

Proposed Budget

INDIRECT COSTS BUDGET

	DOA Chart of Accounts	2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Pending Approval
E-14 Insurance					
E-14.1 Liability	7502	\$500	\$500	\$500	\$500
E-14.2 Buildings and vehicles	7503				
E-14.3 Equipment	7504				
E-14.4 Other (Specify)					
E-14.5 Board Bonding	7505	\$100	\$100	\$100	\$100
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		\$600	\$600	\$600	\$600

DEBT SERVICE BUDGET

	DOA Chart of Accounts	2021-2022 Actual	2022-2023 Estimated	2023-2024 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

7 Mile Water District and Sewer

FYE 6/30/2024

NAME OF DISTRICT/BOARD

GENERAL FUNDS

		End of Year	Beginning	Beginning		
		2021-2022	2022-2023	2023-2024	Pending	
		Actual	Estimated	Proposed	Approval	
C-1	Balances at Beginning of Fiscal Year	DOA Chart of Accounts				
C-1.1	General Fund Checking	1010	\$23,106	\$23,106	\$23,176	\$23,176
C-1.2	Savings and Investments	1040	\$23,285	\$23,285	\$23,288	\$23,288
C-1.3	General Fund CD Balance	1050		\$0		
C-1.4	All Other Funds	1020		\$0		
C-1.5	Reserves (From Below)		\$62,234	\$62,234	\$69,434	\$69,434
C-1.6	Total Estimated Cash and Investments on Hand		\$108,625	\$108,625	\$115,898	\$115,898
C-2	General Fund Reductions:	2010				
C-2.1	a. Unpaid bills at FYE					
C-2.2	b. Reserves		\$62,234	\$62,234	\$69,434	\$69,434
C-2.3	Total Deductions (a+b)		\$62,234	\$62,234	\$69,434	\$69,434
C-2.4	Estimated Non-Restricted Funds Available		\$46,391	\$46,391	\$46,464	\$46,464

DOA Chart of Accounts	1070
SINKING & DEBT SERVICE FUNDS	

C-3		2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Pending Approval
C-3.1	Beginning Balance in Reserve Account (end of previous year)	\$0	\$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

RESERVES	1090
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C-4		2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Pending Approval
C-4.1	Beginning Balance in Reserve Account (end of previous year)	\$29,677	\$33,677	\$33,677	\$33,677
C-4.2	<i>Date of Reserve Approval in Minutes:</i> 7/12/2022				
C-4.3	Amount to be added to the reserve	\$4,000		\$3,600	\$3,600
C-4.4	<i>Date of Reserve Approval in Minutes:</i>				
C-4.5	SUB-TOTAL	\$33,677	\$33,677	\$37,277	\$37,277
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	\$33,677	\$33,677	\$37,277	\$37,277

BOND FUNDS	1060
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C-5		2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Pending Approval
C-5.1	Beginning Balance in Reserve Account (end of previous year)	\$24,557	\$28,557	\$28,557	\$28,557
C-5.2	<i>Date of Reserve Approval in Minutes:</i> 7/12/2022				
C-5.3	Amount to be added to the reserve	\$4,000		\$3,600	\$3,600
C-5.4	<i>Date of Reserve Approval in Minutes:</i>				
C-5.5	SUB-TOTAL	\$28,557	\$28,557	\$32,157	\$32,157
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	\$28,557	\$28,557	\$32,157	\$32,157
C-5.9	TOTAL TO BE SPENT	\$0	\$0	\$0	\$0

