

Proposed Budget

Sweetwater Improvement and Service District	
Budget Hearing Information	
PO Box 879	Location: 1315 S. Summit Ave, Newcastle, WY 82701
Newcastle WY 82701	Date: 7/12/2017
307-746-2253	Time: 6:00 p.m.
Weston County	Budget Prepared by: Shirley Parks, Secretary/Treasurer

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

This is the Porposed budget for fiscal Year 7/1/2017 through 6/30/2018. Revenue from monthly waterline maintenance fees are used to offset expenses for repairs and supplies as needed. The budget for Fiscal Year 7/1/2017 throught 6/30/2018 will be approved at the Annual Public Meeting on JULY 12, 2017. Sweetwater Improvement and Service District has applied for and received grants from the Wyoming Water Development Commission in the amount of \$562,800 and from The State Land and Investment board (MRG) in the amount of \$277,200.

The completion of the project using the grant monies has been delayed due to unforeseen circumstances beyond Sweetwater I&S District's control which will allow the District to hook on to the Cambria I&S District. Cambria's water storage tanks have not yet been installed. Thereby keeping Sweetwater from moving forward with the project.

S-B RESERVE DESCRIPTION

The District has added \$2000 to the Reserve Account and now has \$32,000 in reserve.

S-C

Names of Board Members	Date of End of Term
Robert Strickland	12/30/20
Shirley Parks	12/30/17
Tobey Cass	12/30/18
Robert Leighton	12/17/18
Jodi McGuire	4/30/18

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. 16-12-10-1? Yes

Where are the minutes of your board meeting available for public review?
 92 Breakneck Road, Newcastle, WY 82701

How and where are the notices of meeting posted for the public?
 Notices are published in the local newspaper and letters are sent to members of the District.

Where are the public meetings held?
 Leighton Construction Office, 1315 S. Summit Ave, Newcastle, WY 82701

PROPOSED BUDGET SUMMARY

OVERVIEW		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Pending Approval
S-1	Total Budgeted Expenditures	\$20,287	\$90,800	\$42,257	\$42,257
S-2	Total Principal to Pay on Debt	\$0	\$0	\$0	\$0
S-3	Total Change to Restricted Funds	-\$33,221	-\$14,060	-\$788,719	-\$788,719
S-4	Total General Fund and Forecasted Revenues Available	\$92,571	\$932,800	\$852,777	\$852,777
S-5	Amount requested from County Commissioners	\$0	\$0	\$0	\$0
S-6	Additional Funding Needed :			\$0	\$0

REVENUE SUMMARY		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Pending Approval
S-7	Operating Revenues	\$59,159	\$82,800	\$34,557	\$34,557
S-8	Tax levy (From the County Treasurer)	\$0	\$0	\$0	\$0
S-9	Government Support	\$0	\$0	\$0	\$0
S-10	Grants	\$33,220	\$840,000	\$790,720	\$790,720
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	\$27,000	\$27,000

S-14	Total Revenue	\$92,379	\$922,800	\$852,277	\$852,277
FY 7/1/17-6/30/18		Sweetwater Improvement and Service District			

EXPENDITURE SUMMARY		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Pending Approval
S-15	Capital Outlay	\$0	\$0	\$0	\$0
S-16	Interest and Fees On Debt	\$0	\$0	\$0	\$0
S-17	Administration	\$1,484	\$1,000	\$1,500	\$1,500
S-18	Operations	\$17,811	\$88,600	\$39,557	\$39,557
S-19	Indirect Costs	\$992	\$1,200	\$1,200	\$1,200

S-20	Total Expenditures	\$20,287	\$90,800	\$42,257	\$42,257
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DEBT SUMMARY		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Pending Approval
S-21	Principal Paid on Debt	\$0	\$0	\$0	\$0

CASH AND INVESTMENTS		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Pending Approval
S-22	TOTAL GENERAL FUNDS	\$192	\$10,000	\$500	\$500

Summary of Reserve Funds

S-23	Beginning Balance in Reserve Accounts				
S-24	a. Depreciation Reserve	\$840,000	\$806,779	\$790,719	\$790,719
S-25	b. Other Reserve	\$0	\$0	\$0	\$0
S-26	c. Emergency Reserve (Cash)	\$30,000	\$30,000	\$32,000	\$32,000
	Total Reserves (a+b+c)	\$870,000	\$836,779	\$822,719	\$822,719
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	\$2,000	\$2,000	\$2,000
	Total to be added (a+b+c)	\$0	\$2,000	\$2,000	\$2,000
S-31	Subtotal	\$870,000	\$838,779	\$824,719	\$824,719
S-32	Less Total to be spent	\$33,221	\$16,060	\$790,719	\$790,719
S-33	TOTAL RESERVES AT END OF FISCAL YEAR	\$836,779	\$822,719	\$34,000	\$34,000

End of Summary

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

Date adopted by Special District _____

DISTRICT ADDRESS: PO Box 879
Newcastle WY 82701

PREPARED BY: Shirley Parks, Secretary/Treasurer

DISTRICT PHONE: 307-746-2253

Proposed Budget

Sweetwater Improvement and Service District

FYE 6/30/2018

NAME OF DISTRICT/BOARD

PROPERTY TAXES AND ASSESSMENTS

		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Pending 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

		2015-2016 Actual	2016-2017 Estimated	2017-2018 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	\$8,159	\$13,800	\$14,575	\$14,575
R-3.2	Sales of Goods or Services				
R-3.3	Other Assessments	\$51,000	\$69,000	\$19,982	\$19,982
R-3.4	Total Operating Revenues	\$59,159	\$82,800	\$34,557	\$34,557
R-4	Grants				
R-4.1	Direct Federal Grants				
R-4.2	Federal Grants thru State Agencies				
R-4.3	Grants from State Agencies	\$33,220	\$840,000	\$790,720	\$790,720
R-4.4	Total Grants	\$33,220	\$840,000	\$790,720	\$790,720
R-5	Miscellaneous Revenue				
R-5.1	Interest				
R-5.2	Other: Specify				
R-5.3	Other: Additional				
R-5.4	Total Miscellaneous	\$0	\$0	\$0	\$0
R-5.5	Total Forecasted Revenue	\$92,379	\$922,800	\$825,277	\$825,277
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	See Additional Details			\$27,000	\$27,000
R-6.6	Total Other Forecasted Revenue (a+b) with additional details	\$0	\$0	\$27,000	\$27,000

Proposed Budget

Sweetwater Improvement and Service District

FYE 6/30/2018

NAME OF DISTRICT/BOARD

CAPITAL OUTLAY BUDGET

		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Pending 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

		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Pending 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	_____				
E-2.6	_____				
E-2.7	_____				
E-3	Board Expenses				
E-3.1	Travel				
E-3.2	Mileage	\$429	\$500	\$500	\$500
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				
E-4.3	Other (Specify)				
E-4.4	_____				
E-4.5	_____				
E-4.6	_____				
E-5	Other Administrative Expenses				
E-5.1	Office Supplies	\$373		\$600	\$600
E-5.2	Office equipment, rent & repair				
E-5.3	Education				
E-5.4	Registrations				
E-5.5	Other (Specify)				
E-5.6	P O Box Rent	\$82	\$350	\$350	\$350
E-5.7	Business Checks	\$0	\$150	\$50	\$50
E-5.8	see additional details	\$600			
E-6	TOTAL ADMINISTRATION	\$1,484	\$1,000	\$1,500	\$1,500

Proposed Budget

Sweetwater Improvement and Service District

FYE 6/30/2018

OPERATIONS BUDGET					
		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Pending Approval
E-7	Personnel Services				
E-7.1	Wages--Operations				
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	Water Treatment	\$362	\$675	\$675	\$675
E-9.2	Waterline Repair	\$12,833	\$11,025	\$11,000	\$11,000
E-9.3	Meeting Room Rent	\$60	\$0		
E-9.4	Advertizing	\$379	\$600	\$600	\$600
E-9.5	_____				
E-10	Program Services (List)				
E-10.1	_____				
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	Water Analysis	\$3,025	\$4,000	\$4,000	\$4,000
E-12.2	Utilities Electrical	\$152	\$800	\$800	\$800
E-12.3	Engineering		\$1,000	\$1,000	\$1,000
E-12.4	System Operator	\$1,000	\$1,500	\$1,500	\$1,500
E-12.5	see additional details		\$69,000	\$19,982	\$19,982
E-13	TOTAL OPERATIONS	\$17,811	\$88,600	\$39,557	\$39,557

Proposed Budget

Sweetwater Improvement and Service District

FYE 6/30/2018

INDIRECT COSTS BUDGET

			2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Pending Approval
E-14	Insurance					
E-14.1	Liability		\$992	\$1,200	\$1,200	
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					
E-15.2	Workers Compensation					
E-15.3	Unemployment Taxes					
E-15.4	Retirement					
E-15.5	Health Insurance					
E-15.6	Other (Specify)					
E-15.7	_____					
E-15.8	_____					
E-15.9						
E-16	Depreciation Expenses					
E-17	TOTAL INDIRECT COSTS		\$992	\$1,200	\$1,200	\$1,200

DEBT SERVICE BUDGET

			2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Pending 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

Proposed Budget

Sweetwater Improvement and Service District

FYE 6/30/2018

NAME OF DISTRICT/BOARD

GENERAL FUNDS

		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Pending Approval
C-1	Balances at Beginning of Fiscal Year				
C-1.1	General Fund Checking Account Balance	\$192	\$10,000	\$500	\$500
C-1.2	Savings and Investments Account Balance				
C-1.3	General Fund CD Balance				
C-1.4	All Other Funds				
C-1.5	Reserves (From Below)	\$836,779	\$822,719	\$34,000	\$34,000
C-1.6	Total Estimated Cash and Investments on Hand	\$836,971	\$832,719	\$34,500	\$34,500
C-2	General Fund Reductions:				
C-2.1	a. Unpaid bills at FYE				
C-2.2	b. Reserves	\$836,779	\$822,719	\$34,000	\$34,000
C-2.3	Total Deductions (a+b)	\$836,779	\$822,719	\$34,000	\$34,000
C-2.4	Estimated Non-Restricted Funds Available	\$192	\$10,000	\$500	\$500

DEPRECIATION RESERVE (CAPITAL OUTLAY - REPLACEMENT)

		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Pending Approval
C-3	Beginning Balance in Reserve Account (end of previous year)	\$840,000	\$806,779	\$790,719	\$790,719
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	\$840,000	\$806,779	\$790,719	\$790,719
C-3.6	Identify the amount to be spent from "Reserve for Capital Outlay"				
C-3.7	a. SLIB (MRG) Constructio	\$10,963	\$5,300	\$260,937	\$260,937
C-3.8	b. WWDC Construction	\$22,258	\$10,760	\$529,782	\$529,782
C-3.9	c. _____				
C-3.10	<i>Date of Reserve Approval in Minutes:</i> _____				
C-3.11	TOTAL CAPITAL OUTLAY (a+b+c)	\$33,221	\$16,060	\$790,719	\$790,719
C-3.12	Balance to be retained in Depreciation Reserve Account	\$806,779	\$790,719	\$0	\$0

OTHER RESTRICTED FUND BALANCES - RESERVE (LEGALLY ENFORCED)

		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Pending Approval
C-4	Beginning Balance in Reserve Account (end of previous year)		\$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	SUB-TOTAL	\$0	\$0	\$0	\$0
C-4.6	Identify the amount and project to be spent from "Other"				
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)

		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Pending Approval
C-5	Beginning Balance in Reserve Account (end of previous year)	\$30,000	\$30,000	\$32,000	\$32,000
C-5.2	<i>Date of Reserve Approval in Minutes:</i> 6/21/2016				
C-5.3	Amount to be added to the reserve		\$2,000	\$2,000	\$2,000
C-5.4	<i>Date of Reserve Approval in Minutes:</i> 6/30/2017				
C-5.5	SUB-TOTAL	\$30,000	\$32,000	\$34,000	\$34,000
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	\$30,000	\$32,000	\$34,000	\$34,000
C-5.9	TOTAL TO BE SPENT	\$33,221	\$16,060	\$790,719	\$790,719