

Final Budget

Weston County Fire Protection District	
Budget Hearing Information	
PO Box 937	Location: Fire Hall 17 Fairgrounds RD Newcastle WY
Newcastle WY 82701	Date: 7/16/2018
(307) 746-2031	Time: 4:30 p.m.
Weston County	Budget Prepared by: Daniel Tysdal

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

Due to poor tax revenue again last fiscal year and no indication of immediate improvement, the financial policies of the Weston County Fire Protection District will again be quite stringent for Fiscal Year 2018-2019. These policies emphasize maintaining adequate reserves of cash for general operating between revenue gaps, maintaining reserves for catastrophic fire suppression and any other emergency situation that may arise as well as maintaining a depreciation reserve for replacement of capital equipment. Due to the continued low revenues, last year the District attempted to maintain the reduced spending levels from the previous fiscal year. A similarly conservative approach will be taken again this year in an effort to conserve cash to supplement future budgets. These savings are represented in the E12.2 Emergency Relief line item where they will be readily available if unforeseen emergencies should occur or be available as cash carry-over and allocated in future budgets. As in years past, we will have a great deal of revenue and expenditures for the wildland/urban interface projects completed through the Fuels Mitigation Coordinator. This is pass-through money and no local match dollars are required, therefore the expenditures are offset by the revenue. The Fire District has significant grant money available for use by the Mitigation Coordinator, so there is a large amount of both revenue and expenses associated with those line items – R4.2 and E10.3. Another large area, for both revenue and expenses, is in Project Fire Costs. National fire activity is forecasted to be significant again this year; therefore we expect to have firefighters out on multiple out of county incidents. Both the anticipated revenue and expenditures, recorded in the R5.2 and E7.1, E15 and E12.3 categories, reflect those anticipated dispatches this season. Any associated expenses with these dispatches are billed to the incident and our firefighters are paid with reimbursed funds. The Weston County Fire Protection District formally requests three full mills funding, as even if it exceeds budgeted figures, any additional amounts will be carried forward and allocated to future expenditures; thereby allowing the District to provide its constituents a high level of service and protection while remaining fiscally conservative. We would also like to acknowledge the service and commitment our volunteer firefighters provide to the District and to the citizens of Weston County.

S-B RESERVE DESCRIPTION

The Weston County Fire Protection District has a \$100,000.00 Depreciation Reserve for the replacement of capital equipment and also has a \$525,000.00 Emergency Reserve for general operating between revenue gaps, catastrophic fire suppression or any other emergency situation that may arise.

S-C

Names of Board Members	Date of End of Term
Shane Sweet	11/6/18
Rick Wehri	11/6/18
Phil Lipp	11/3/20

Does the district have regular office hours exceeding 20 hours per week?	<input checked="" type="checkbox"/> Yes
If Yes, enter	
Address of office:	3166 West Main Street
City, State, Zip:	Newcastle WY 82701
Phone Number:	(307) 746-2031
Hours Open:	Monday - Friday 8 a.m. - 5 p.m.

Where are the minutes of your board meeting available for public review?
 District Office 3166 West Main Street Newcastle WY 82701

How and where are the notices of meeting posted for the public?
 Door Sign - District Office

Where are the public meetings held?
 Fire Hall 17 Fairgrounds RD Newcastle WY 82701

FINAL BUDGET SUMMARY

OVERVIEW		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Final Approval
S-1	Total Budgeted Expenditures	\$549,575	\$620,640	\$1,607,478	\$1,626,089
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	\$1,392,661	\$1,317,485	\$1,607,478	\$1,626,089
S-5	<i>Amount requested from County Commissioners</i>	\$385,474	\$380,258	\$390,570	\$396,570
S-6	Additional Funding Needed :			\$0	\$0

REVENUE SUMMARY		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Final Approval
S-7	Operating Revenues	\$0	\$0	\$0	\$0
S-8	Tax levy (From the County Treasurer)	\$333,703	\$329,260	\$342,010	\$348,010
S-9	Government Support	\$0	\$0	\$0	\$0
S-10	Grants	\$120,816	\$124,367	\$230,915	\$230,915
S-11	Other County Support (Not from Co. Treas.)	\$51,771	\$50,998	\$48,560	\$48,560
S-12	Miscellaneous	\$269,208	\$195,696	\$299,760	\$301,760
S-13	Other Forecasted Revenue	\$0	\$0	\$0	\$0
S-14	Total Revenue	\$775,497	\$700,321	\$921,245	\$929,245

FY 7/1/18-6/30/19 Weston County Fire Protection District

EXPENDITURE SUMMARY		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Final Approval
S-15	Capital Outlay	\$10,344	\$37,229	\$96,000	\$106,000
S-16	Interest and Fees On Debt	\$0	\$0	\$0	\$0
S-17	Administration	\$66,048	\$70,703	\$85,860	\$85,860
S-18	Operations	\$378,105	\$417,495	\$1,270,788	\$1,278,699
S-19	Indirect Costs	\$95,078	\$95,213	\$154,830	\$155,530
S-20	Total Expenditures	\$549,575	\$620,640	\$1,607,478	\$1,626,089

DEBT SUMMARY		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Final Approval
S-21	Principal Paid on Debt	\$0	\$0	\$0	\$0

CASH AND INVESTMENTS		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Final Approval
S-22	TOTAL GENERAL FUNDS	\$617,164	\$617,164	\$686,233	\$696,843
Summary of Reserve Funds					
S-23	Beginning Balance in Reserve Accounts				
S-24	a. Depreciation Reserve	\$100,000	\$100,000	\$100,000	\$100,000
S-25	b. Other Reserve	\$0	\$0	\$0	\$0
S-26	c. Emergency Reserve (Cash)	\$525,000	\$525,000	\$525,000	\$525,000
	Total Reserves (a+b+c)	\$625,000	\$625,000	\$625,000	\$625,000
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	\$625,000	\$625,000	\$625,000	\$625,000
S-32	Less Total to be spent	\$0	\$0	\$0	\$0
S-33	TOTAL RESERVES AT END OF FISCAL YEAR	\$625,000	\$625,000	\$625,000	\$625,000

End of Summary

Date adopted by Special District _____

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

DISTRICT ADDRESS: PO Box 937
Newcastle WY 82701

PREPARED BY: Daniel Tysdal

DISTRICT PHONE: (307) 746-2031

Final Budget

Weston County Fire Protection District

FYE 6/30/2019

NAME OF DISTRICT/BOARD _____

PROPERTY TAXES AND ASSESSMENTS

		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Final Approval
R-1	Property Taxes and Assessments Received				
R-1.1	Tax Levy (From the County Treasurer)	\$333,703	\$329,260	\$342,010	\$348,010
R-1.2	Other County Support	\$51,771	\$50,998	\$48,560	\$48,560

FORECASTED REVENUE

		2016-2017 Actual	2017-2018 Estimated	2018-2019 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	\$120,816	\$124,367	\$230,915	\$230,915
R-4.3	Grants from State Agencies	\$0	\$0	\$0	\$0
R-4.4	Total Grants	\$120,816	\$124,367	\$230,915	\$230,915
R-5	Miscellaneous Revenue				
R-5.1	Interest	\$6,926	\$8,942	\$7,000	\$9,000
R-5.2	Other: Specify _____ Other	\$262,282	\$186,753	\$292,760	\$292,760
R-5.3	Other: Additional _____				
R-5.4	Total Miscellaneous	\$269,208	\$195,696	\$299,760	\$301,760
R-5.5	Total Forecasted Revenue	\$390,024	\$320,063	\$530,675	\$532,675
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

Weston County Fire Protection District

FYE 6/30/2019

NAME OF DISTRICT/BOARD

CAPITAL OUTLAY BUDGET

		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Final Approval
E-1	Capital Outlay				
E-1.1	Real Property				
E-1.2	Vehicles				
E-1.3	Office Equipment	\$0	\$0	\$3,000	\$3,000
E-1.4	Other (Specify)				
E-1.5	<u>Fire Equipment</u>	\$10,344	\$36,554	\$90,000	\$100,000
E-1.6	<u>Shop Equipment</u>	\$0	\$675	\$3,000	\$3,000
E-1.7					
E-1.8	TOTAL CAPITAL OUTLAY	\$10,344	\$37,229	\$96,000	\$106,000

ADMINISTRATION BUDGET

		2016-2017 Actual	2017-2018 Estimated	2018-2019 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	<u>Warden & Deputy</u>	\$60,640	\$62,720	\$63,760	\$63,760
E-2.6					
E-2.7					
E-3	Board Expenses				
E-3.1	Travel	\$0	\$0	\$0	\$0
E-3.2	Mileage	\$173	\$203	\$1,000	\$1,000
E-3.3	Other (Specify)				
E-3.4					
E-3.5					
E-3.6					
E-4	Contractual Services				
E-4.1	Legal	\$0	\$0	\$4,000	\$4,000
E-4.2	Accounting/Auditing	\$1,735	\$1,750	\$3,000	\$3,000
E-4.3	Other (Specify)				
E-4.4	<u>Cleaning Services</u>	\$0	\$0	\$3,000	\$3,000
E-4.5					
E-4.6					
E-5	Other Administrative Expenses				
E-5.1	Office Supplies	\$1,850	\$2,089	\$3,000	\$3,000
E-5.2	Office equipment, rent & repair	\$104	\$112	\$2,000	\$2,000
E-5.3	Education				
E-5.4	Registrations				
E-5.5	Other (Specify)				
E-5.6	<u>Postage/Del & Advertise</u>	\$350	\$2,022	\$3,600	\$3,600
E-5.7	<u>Donation Drive Expenses</u>	\$1,197	\$1,807	\$2,500	\$2,500
E-5.8					
E-6	TOTAL ADMINISTRATION	\$66,048	\$70,703	\$85,860	\$85,860

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Weston County Fire Protection District

FYE 6/30/2019

OPERATIONS BUDGET					
		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Final Approval
E-7	Personnel Services				
E-7.1	Wages--Operations	\$165,913	\$158,117	\$264,660	\$264,660
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	\$407	\$1,139	\$3,000	\$3,000
E-8.2	Other (Specify)				
E-8.3	Meals/Rooms/Schools	\$4,568	\$4,879	\$12,000	\$12,000
E-8.4	_____				
E-8.5	_____				
E-9	Operating supplies (List)				
E-9.1	Operating Supplies	\$21,678	\$25,911	\$94,000	\$99,000
E-9.2	Repairs & Maintenance	\$36,127	\$42,070	\$122,000	\$122,000
E-9.3	Suppression Food/Drink	\$4,058	\$3,136	\$18,000	\$18,000
E-9.4	_____				
E-9.5	_____				
E-10	Program Services (List)				
E-10.1	Dispatch Expenses	\$3,360	\$3,360	\$7,500	\$7,500
E-10.2	Coop Fees	\$0	\$0	\$0	\$0
E-10.3	Fed Grants & Match	\$106,741	\$119,179	\$225,915	\$234,248
E-10.4	Suppression Eq/Services	\$490	\$1,029	\$100,000	\$100,000
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	Utilities	\$22,042	\$21,062	\$36,000	\$36,000
E-12.2	Emergency Relief	\$0	\$19,515	\$337,713	\$332,291
E-12.3	Other	\$12,721	\$18,100	\$50,000	\$50,000
E-12.4	_____				
E-12.5	_____				
E-13	TOTAL OPERATIONS	\$378,105	\$417,495	\$1,270,788	\$1,278,699

Final Budget

Weston County Fire Protection District

FYE 6/30/2019

INDIRECT COSTS BUDGET

			2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Final Approval
E-14	Insurance					
E-14.1	Liability		\$3,578	\$2,683	\$7,000	\$7,000
E-14.2	Buildings and vehicles		\$8,810	\$9,152	\$12,000	\$12,000
E-14.3	Equipment					
E-14.4	Other (Specify)					
E-14.5	<u>Fire Suppression Dues</u>		\$7,157	\$7,141	\$9,000	\$9,000
E-14.6	<u>Fidelity Bonds</u>		\$300	\$300	\$750	\$750
E-14.7						
E-15	Indirect payroll costs:					
E-15.1	FICA (Social Security) taxes		\$17,331	\$16,894	\$25,200	\$25,200
E-15.2	Workers Compensation		\$19,158	\$13,512	\$38,200	\$38,200
E-15.3	Unemployment Taxes		\$0	\$7	\$8,000	\$8,000
E-15.4	Retirement		\$19,635	\$24,748	\$28,900	\$28,900
E-15.5	Health Insurance		\$12,821	\$14,500	\$16,900	\$17,600
E-15.6	Other (Specify)					
E-15.7	<u>Volunteer FF Pension</u>		\$6,120	\$6,120	\$8,280	\$8,280
E-15.8	<u>Volunteer FF Mutual Aid</u>		\$168	\$156	\$600	\$600
E-15.9						
E-16	Depreciation Expenses					
E-17	TOTAL INDIRECT COSTS		\$95,078	\$95,213	\$154,830	\$155,530

DEBT SERVICE BUDGET

			2016-2017 Actual	2017-2018 Estimated	2018-2019 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

Weston County Fire Protection District
 NAME OF DISTRICT/BOARD _____

FYE 6/30/2019

GENERAL FUNDS

	End of Year	Beginning	Beginning	Final Approval
	2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	
C-1 Balances at Beginning of Fiscal Year				
C-1.1 General Fund Checking Account Balance	\$93,915	\$93,915	\$160,280	\$168,572
C-1.2 Savings and Investments Account Balance	\$371,525	\$371,525	\$373,051	\$373,554
C-1.3 General Fund CD Balance	\$95,044	\$95,044	\$100,222	\$101,891
C-1.4 All Other Funds	\$56,680	\$56,680	\$52,680	\$52,827
C-1.5 Reserves (From Below)	\$625,000	\$625,000	\$625,000	\$625,000
C-1.6 Total Estimated Cash and Investments on Hand	\$1,242,164	\$1,242,164	\$1,311,233	\$1,321,843
C-2 General Fund Reductions:				
C-2.1 a. Unpaid bills at FYE				
C-2.2 b. Reserves	\$625,000	\$625,000	\$625,000	\$625,000
C-2.3 Total Deductions (a+b)	\$625,000	\$625,000	\$625,000	\$625,000
C-2.4 Estimated Non-Restricted Funds Available	\$617,164	\$617,164	\$686,233	\$696,843

DEPRECIATION RESERVE (CAPITAL OUTLAY - REPLACEMENT)

	2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Final Approval
C-3 Beginning Balance in Reserve Account (end of previous year)	\$100,000	\$100,000	\$100,000	\$100,000
C-3.2 Date of Reserve Approval in Minutes: <u>Reaffirmed 7/11/2018</u>				
C-3.3 Amount to be added to the reserve				
C-3.4 Date of Reserve Approval in Minutes: _____				
C-3.5 SUB-TOTAL	\$100,000	\$100,000	\$100,000	\$100,000
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 Date of Reserve Approval in Minutes: _____				
C-3.11 TOTAL CAPITAL OUTLAY (a+b+c)	\$0	\$0	\$0	\$0
C-3.12 Balance to be retained in Depreciation Reserve Account	\$100,000	\$100,000	\$100,000	\$100,000

OTHER RESTRICTED FUND BALANCES - RESERVE (LEGALLY ENFORCED)

	2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Final Approval
C-4 Beginning Balance in Reserve Account (end of previous year)		\$0	\$0	
C-4.2 Date of Reserve Approval in Minutes: _____				
C-4.3 Amount to be added to the reserve				
C-4.4 Date of Reserve Approval in Minutes: _____				
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 Date of Reserve Approval in Minutes: _____				
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)

	2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Final Approval
C-5.1 Beginning Balance in Reserve Account (end of previous year)	\$525,000	\$525,000	\$525,000	\$525,000
C-5.2 Date of Reserve Approval in Minutes: <u>Reaffirmed 7/11/2018</u>				
C-5.3 Amount to be added to the reserve				
C-5.4 Date of Reserve Approval in Minutes: _____				
C-5.5 SUB-TOTAL	\$525,000	\$525,000	\$525,000	\$525,000
C-5.6 Amount to be spent from Emergency Reserve (Cash)				
C-5.7 Date of Reserve Approval in Minutes: _____				
C-5.8 Balance to be retained in Assigned Fund Balance	\$525,000	\$525,000	\$525,000	\$525,000
C-5.9 TOTAL TO BE SPENT	\$0	\$0	\$0	\$0