

Proposed Budget

SALT CREEK WATER DISTRICT	
Budget Hearing Information	
5021B US HWY 16 EAST	Location: 5021B US HWY 16 EAST
NEWCASTLE, WY 82701	Date: 5/7/2024
307-746-3331	Time: 12:53 PM
WESTON COUNTY	Budget Prepared by: OFFICE MANAGER

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

INCOME AND EXPENSES ARE SHOWING THE CHANGES FOR THE CURRENT YEAR. ALL EXPENSES AND INCOME ARE FAIRLY COMMON AND NOTHING OUT OF THE ORDINARY.

S-B RESERVE DESCRIPTION

None

S-C

Names of Board Members	Date of End of Term
DICK RICH	12/1/26
CHRIS GUALTIERI	12/1/26
NICK BROOKS	12/1/24
DAVE MANZER	12/1/26
JIM BUCHANANA	12/1/24

Does the district have regular office hours exceeding 20 hours per week? **No**

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?
SCWD OFFICE AND COUNTY COURTHOUSE

How and where are the notices of meeting posted for the public?
PUBLIC RADIO STATION

Where are the public meetings held?
SCWD OFFICE @ 5021B US HWY 16 E.

PROPOSED BUDGET SUMMARY

OVERVIEW		2022-2023 Actual	2023-2024 Estimated	2024-2025 Proposed	Pending Approval
S-1	Total Budgeted Expenditures	\$107,734	\$98,523	\$164,400	\$164,400
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	\$459,440	\$462,984	\$601,172	\$601,172
S-5	<i>Amount requested from County Commissioners</i>	\$0	\$0	\$0	\$0
Additional Funding Needed :				\$0	\$0
Projected Surplus:				\$436,772	\$436,772

REVENUE SUMMARY		2022-2023 Actual	2023-2024 Estimated	2024-2025 Proposed	Pending Approval
S-7	Operating Revenues	\$221,479	\$225,000	\$250,000	\$250,000
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	\$127	\$150	\$250	\$250
S-13	Other Forecasted Revenue	\$0	\$0	\$0	\$0

S-14	Total Revenue	\$221,606	\$225,150	\$250,250	\$250,250
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FY 7/1/24-6/30/25 SALT CREEK WATER DISTRICT

EXPENDITURE SUMMARY		2022-2023 Actual	2023-2024 Estimated	2024-2025 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	\$24,003	\$27,862	\$28,800	\$28,800
S-18	Operations	\$79,041	\$64,607	\$129,200	\$129,200
S-19	Indirect Costs	\$4,690	\$6,054	\$6,400	\$6,400
S-20R	Expenditures paid by Reserves	\$0	\$0	\$0	\$0
S-20	Total Expenditures	\$107,734	\$98,523	\$164,400	\$164,400

DEBT SUMMARY		2022-2023 Actual	2023-2024 Estimated	2024-2025 Proposed	Pending Approval
S-21	Principal Paid on Debt	\$0	\$0	\$0	\$0

CASH AND INVESTMENTS		2022-2023 Actual	2023-2024 Estimated	2024-2025 Proposed	Pending Approval
S-22	TOTAL GENERAL FUNDS	\$237,834	\$237,834	\$350,922	\$350,922

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: 5021B US HWY 16 EAST
NEWCASTLE, WY 82701

PREPARED BY: OFFICE MANAGER

DISTRICT PHONE: 307-746-3331

Proposed Budget

SALT CREEK WATER DISTRICT
 NAME OF DISTRICT/BOARD _____

FYE 6/30/2025 _____

PROPERTY TAXES AND ASSESSMENTS

	DOA Chart of Accounts	2022-2023 Actual	2023-2024 Estimated	2024-2025 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	2022-2023 Actual	2023-2024 Estimated	2024-2025 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	\$221,479	\$225,000	\$250,000	\$250,000
R-3.2 Sales of Goods or Services	4300				
R-3.3 Other Assessments	4503				
R-3.4 Total Operating Revenues		\$221,479	\$225,000	\$250,000	\$250,000
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	\$127	\$150	\$250	\$250
R-5.2 Other: Specify _____	4500				
R-5.3 Other: Additional _____					
R-5.4 Total Miscellaneous		\$127	\$150	\$250	\$250
R-5.5 Total Forecasted Revenue		\$221,606	\$225,150	\$250,250	\$250,250
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

SALT CREEK WATER DISTRICT
 NAME OF DISTRICT/BOARD

FYE 6/30/2025

CAPITAL OUTLAY BUDGET

	DOA Chart of Accounts	2022-2023 Actual	2023-2024 Estimated	2024-2025 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	_____	6200			
E-1.6	_____	6200			
E-1.7	_____				
E-1.8	TOTAL CAPITAL OUTLAY		\$0	\$0	\$0

ADMINISTRATION BUDGET

	DOA Chart of Accounts	2022-2023 Actual	2023-2024 Estimated	2024-2025 Proposed	Pending Approval
E-2	Personnel Services				
E-2.1	Administrator	7002			
E-2.2	Secretary	7003	\$19,300	\$21,100	\$21,000
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	\$325	\$200	\$500
E-4.2	Accounting/Auditing	7022	\$2,700	\$2,700	\$3,000
E-4.3	Other (Specify)				
E-4.4	_____	7023			
E-4.5	_____	7023			
E-4.6	_____				
E-5	Other Administrative Expenses				
E-5.1	Office Supplies	7031	\$289	\$781	\$1,000
E-5.2	Office equipment, rent & repair	7032	\$0	\$1,000	\$1,000
E-5.3	Education	7033			
E-5.4	Registrations	7034			
E-5.5	Other (Specify)				
E-5.6	OFFICE CLEANING	7035	\$675	\$1,350	\$1,500
E-5.7	SOFTWARE	7035	\$714	\$731	\$800
E-5.8	_____				
E-6	TOTAL ADMINISTRATION		\$24,003	\$27,862	\$28,800

Proposed Budget

SALT CREEK WATER DISTRICT

FYE 6/30/2025

OPERATIONS BUDGET

	DOA Chart of Accounts	2022-2023 Actual	2023-2024 Estimated	2024-2025 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	READING/SAMPLES	7204	\$6,375	\$6,608	\$7,000
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	ELECTRICITY	7220	\$12,910	\$10,428	\$14,000
E-9.2	TELEPHONE	7220	\$1,355	\$1,276	\$1,500
E-9.3		7220			
E-9.4		7220			
E-9.5					
E-10	Program Services (List)				
E-10.1	WATER TESTING	7230	\$1,551	\$1,387	\$2,500
E-10.2		7230			
E-10.3		7230			
E-10.4		7230			
E-10.5					
E-11	Contractual Arrangements (List)				
E-11.1	DISTRICT MAINTANCE	7400	\$18,220	\$18,110	\$20,000
E-11.2	UTILITY LOCATES	7400	\$118	\$90	\$200
E-11.3	WATER/SEWER OPERATION	7400	\$30,672	\$16,000	\$70,000
E-11.4	METER READING	7400	\$6,050	\$7,000	\$8,000
E-11.5					
E-12	Other operations (Specify)				
E-12.1	METERED WATER	7450	\$1,790	\$3,708	\$6,000
E-12.2		7450			
E-12.3		7450			
E-12.4		7450			
E-12.5					
E-13	TOTAL OPERATIONS		\$79,041	\$64,607	\$129,200

Proposed Budget

SALT CREEK WATER DISTRICT
 NAME OF DISTRICT/BOARD _____

FYE 6/30/2025

GENERAL FUNDS

		End of Year	Beginning	Beginning		
		2022-2023	2023-2024	2024-2025	Pending	
		Actual	Estimated	Proposed	Approval	
C-1	Balances at Beginning of Fiscal Year	DOA Chart of Accounts				
C-1.1	General Fund Checking	1010	\$26,006	\$26,006	\$74,094	\$74,094
C-1.2	Savings and Investments	1040	\$116,828	\$116,828	\$156,828	\$156,828
C-1.3	General Fund CD Balance	1050	\$95,000	\$95,000	\$120,000	\$120,000
C-1.4	All Other Funds	1020	\$0	\$0	\$0	\$0
C-1.5	Reserves (From Below)		\$0	\$0	\$0	\$0
C-1.6	Total Estimated Cash and Investments on Hand		\$237,834	\$237,834	\$350,922	\$350,922

C-2	General Fund Reductions:	DOA Chart of Accounts				
C-2.1	a. Unpaid bills at FYE	2010				
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		\$237,834	\$237,834	\$350,922	\$350,922

C-3	SINKING & DEBT SERVICE FUNDS	DOA Chart of Accounts
		1070

C-3		2022-2023	2023-2024	2024-2025	Pending
		Actual	Estimated	Proposed	Approval
C-3.1	Beginning Balance in Reserve Account (end of previous year)		\$0	\$0	
C-3.2	Date of Reserve Approval in Minutes: _____				
C-3.3	Amount to be added to the reserve				
C-3.4	Date of Reserve Approval in Minutes: _____				
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	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	\$0	\$0	\$0	\$0

C-4	RESERVES	DOA Chart of Accounts
		1090

C-4		2022-2023	2023-2024	2024-2025	Pending
		Actual	Estimated	Proposed	Approval
C-4.1	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				
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	\$0	\$0	\$0	\$0

C-5	BOND FUNDS	DOA Chart of Accounts
		1060

C-5		2022-2023	2023-2024	2024-2025	Pending
		Actual	Estimated	Proposed	Approval
C-5.1	Beginning Balance in Reserve Account (end of previous year)		\$0	\$0	
C-5.2	Date of Reserve Approval in Minutes: _____				
C-5.3	Amount to be added to the reserve				
C-5.4	Date of Reserve Approval in Minutes: _____				
C-5.5	SUB-TOTAL	\$0	\$0	\$0	\$0
C-5.6	Identify the amount and project to be spent				
C-5.7	Date of Reserve Approval in Minutes: _____				
C-5.8	Balance to be retained	\$0	\$0	\$0	\$0
C-5.9	TOTAL TO BE SPENT	\$0	\$0	\$0	\$0