

Proposed Budget

Lower Nowood Improvement and Service District	
	Budget Hearing Information
946 rd 47	Location: Ten Sleep Fire Hall 417 5th St
Ten Sleep, WY 82442	Date: 7/12/2018
307-366-2800	Time: 7:00 PM
Washakie County	Budget Prepared by: Janette King

S-A	BUDGET MESSAGE	W.S. 16-4-124(5)
<p>The Lower Nowood Improvement and Service District will be using the funds from a grant by WWDC and a loan grant from RUS to drill a well and put in a pipeline for a water project to supply potable water to the Lower Nowood users of the district</p> <p>At this time we have let bids for drilling the well and hope to start drilling the middle of June, 2018 with the project being completed by the end of the year.</p> <p>The figures in the budget are from the projections of the engineers</p>		
<p>S-B RESERVE DESCRIPTION</p> <p>Reserves are for repairs and emergencies. There is also a sinking fund reserve and the RUS requires a reserve \$1830 which is 10% of the loan payment. This is to be collected and held in reserve for ten years.</p>		

S-C		Does the district have regular office hours exceeding 20 hours per week?
	Date of End of Term	<input type="text" value="No"/>
Names of Board Members		
Jamie Starbuck-President	5/1/20	
Tom Brewster-Vice President	5/1/20	
Janette King-Soc-Treas	5/1/22	

If no above: Are the records on file with the County Clerk as required by W.S. 16-12-10-1?

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

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

Where are the public meetings held?

PROPOSED BUDGET SUMMARY

OVERVIEW		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
S-1	Total Budgeted Expenditures	\$14,596	\$92,803	\$490,542	
S-2	Total Principal to Pay on Debt	\$0	\$10,575	\$13,299	
S-3	Total Change to Restricted Funds	\$0	\$20,133	\$2,205	
S-4	Total General Fund and Forecasted Revenues Available	\$18,422	\$112,316	\$2,509,087	
S-5	Amount requested from County Commissioners	\$5,728	\$22,110	\$34,560	
S-6	Additional Funding Needed :			\$0	

REVENUE SUMMARY		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
S-7	Operating Revenues	\$250	\$581	\$10,450	
S-8	Tax levy (From the County Treasurer)	\$5,728	\$22,110	\$34,560	
S-9	Government Support	\$0	\$0	\$417,000	
S-10	Grants	\$7,418	\$78,661	\$2,045,067	
S-11	Other County Support (Not from Co. Treas.)	\$0	\$0	\$0	
S-12	Miscellaneous	\$0	\$3	\$10	
S-13	Other Forecasted Revenue	\$383	\$8,850	\$0	
S-14	Total Revenue	\$13,778	\$110,204	\$2,507,087	

FY 7/1/18-6/30/19 Lower Nowood Improvement and Service District

EXPENDITURE SUMMARY		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
S-15	Capital Outlay	\$200	\$200	\$200	
S-16	Interest and Fees On Debt	\$0	\$7,728	\$7,752	
S-17	Administration	\$14,171	\$84,100	\$474,473	
S-18	Operations	\$100	\$650	\$2,317	
S-19	Indirect Costs	\$125	\$125	\$5,800	
S-20	Total Expenditures	\$14,596	\$92,803	\$490,542	

DEBT SUMMARY		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
S-21	Principal Paid on Debt	\$0	\$10,575	\$13,299	

CASH AND INVESTMENTS		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
S-22	TOTAL GENERAL FUNDS	\$4,643	\$2,112	\$2,000	

Summary of Reserve Funds

S-23	Beginning Balance in Reserve Accounts				
S-24	a. Depreciation Reserve	\$0	\$0	\$0	
S-25	b. Other Reserve	\$200	\$200	\$2,030	
S-26	c. Emergency Reserve (Cash)	\$100	\$100	\$18,403	
	Total Reserves (a+b+c)	\$300	\$300	\$20,433	
S-27	Amount to be added				
S-28	a. Depreciation Reserve	\$0	\$0	\$0	
S-29	b. Other Reserve	\$0	\$1,830	\$2,105	
S-30	c. Emergency Reserve (Cash)	\$0	\$18,303	\$100	
	Total to be added (a+b+c)	\$0	\$20,133	\$2,205	
S-31	Subtotal	\$300	\$20,433	\$22,638	
S-32	Less Total to be spent	\$0	\$0	\$0	
S-33	TOTAL RESERVES AT END OF FISCAL YEAR	\$300	\$20,433	\$22,638	

End of Summary

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

Date adopted by Special District July 13, 2017

DISTRICT ADDRESS: 946 rd 47
Ten Sleep, WY 82442

PREPARED BY: Janette King

DISTRICT PHONE: 307-366-2800

Proposed Budget

Lower Nowood Improvement and Service District

FYE 6/30/2019

NAME OF DISTRICT/BOARD

PROPERTY TAXES AND ASSESSMENTS

		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
R-1	Property Taxes and Assessments Received				
R-1.1	Tax Levy (From the County Treasurer)	\$5,728	\$22,110	\$34,560	
R-1.2	Other County Support				

FORECASTED REVENUE

		2016-2017 Actual	2017-2018 Estimated	2018-2019 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) <u>RUS LOAN</u>			\$417,000	
R-2.5	Total Government Support	\$0	\$0	\$417,000	
R-3	Operating Revenues				
R-3.1	Customer Charges	\$250	\$581	\$10,450	
R-3.2	Sales of Goods or Services				
R-3.3	Other Assessments				
R-3.4	Total Operating Revenues	\$250	\$581	\$10,450	
R-4	Grants				
R-4.1	Direct Federal Grants			\$427,000	
R-4.2	Federal Grants thru State Agencies				
R-4.3	Grants from State Agencies	\$7,418	\$78,661	\$1,618,067	
R-4.4	Total Grants	\$7,418	\$78,661	\$2,045,067	
R-5	Miscellaneous Revenue				
R-5.1	Interest		\$3	\$10	
R-5.2	Other: Specify				
R-5.3	Other: Additional				
R-5.4	Total Miscellaneous	\$0	\$3	\$10	
R-5.5	Total Forecasted Revenue	\$7,668	\$79,244	\$2,472,527	
R-6	Other Forecasted Revenue				
R-6.1	a. Other past due-as estimated by Co. Treas.	\$383	\$8,850		
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)	\$383	\$8,850	\$0	

Proposed Budget

Lower Nowood Improvement and Service District
 NAME OF DISTRICT/BOARD

FYE 6/30/2019

CAPITAL OUTLAY BUDGET

		2016-2017 Actual	2017-2018 Estimated	2018-2019 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	<u>Sinking Fund</u>	\$200	\$200	\$200	\$200
E-1.6	_____				
E-1.7	_____				
E-1.8	TOTAL CAPITAL OUTLAY	\$200	\$200	\$200	\$200

ADMINISTRATION BUDGET

		2016-2017 Actual	2017-2018 Estimated	2018-2019 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	<u>Tax billing</u>	\$12	\$9	\$10	\$10
E-2.6	<u>10% RUS Loan</u>		\$1,830	\$2,105	\$2,105
E-2.7	_____				
E-3	Board Expenses				
E-3.1	Travel	\$250	\$100	\$100	\$100
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	\$2,337	\$1,521	\$1,500	\$1,500
E-4.2	Accounting/Auditing		\$750	\$750	\$750
E-4.3	Other (Specify)				
E-4.4	<u>ENGINEER</u>	\$9,965	\$78,801	\$258,335	\$258,335
E-4.5	<u>CONSTRUCTION</u>	\$200		\$210,373	\$210,373
E-4.6	_____				
E-5	Other Administrative Expenses				
E-5.1	Office Supplies	\$170		\$200	\$200
E-5.2	Office equipment, rent & repair				
E-5.3	Education				
E-5.4	Registrations				
E-5.5	Other (Specify)				
E-5.6	<u>Bank Charges</u>	\$67	\$89	\$100	\$100
E-5.7	<u>ADVERTISING</u>	\$1,170	\$1,000	\$1,000	\$1,000
E-5.8	_____				
E-6	TOTAL ADMINISTRATION	\$14,171	\$84,100	\$474,473	\$474,473

Proposed Budget

Lower Nowood Improvement and Service District

FYE 6/30/2019

OPERATIONS BUDGET

		2016-2017 Actual	2017-2018 Estimated	2018-2019 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			\$600	\$600
E-8.2	Other (Specify)				
E-8.3	_____				
E-8.4	_____				
E-8.5	_____				
E-9	Operating supplies (List)				
E-9.1	SAMPLING SUPPLIES			\$267	\$267
E-9.2	REPAIR FUND			\$100	\$100
E-9.3	EMERGACY FUND	\$100	\$100	\$100	\$100
E-9.4	_____				
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	SAMPELING COST			\$750	\$750
E-11.2	_____				
E-11.3	_____				
E-11.4	_____				
E-11.5	_____				
E-12	Other operations (Specify)				
E-12.1	Permit Fees		\$550	\$500	\$500
E-12.2	_____				
E-12.3	_____				
E-12.4	_____				
E-12.5	_____				
E-13	TOTAL OPERATIONS	\$100	\$650	\$2,317	\$2,317

Proposed Budget

Lower Nowood Improvement and Service District

FYE 6/30/2019

INDIRECT COSTS BUDGET

			2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
E-14	Insurance					
E-14.1	Liability				\$700	
E-14.2	Buildings and vehicles					
E-14.3	Equipment					
E-14.4	Other (Specify)					
E-14.5	Treasurer Bond		\$125	\$125		
E-14.6	RUS LOAN BOND				\$5,000	
E-14.7						
E-15	Indirect payroll costs:					
E-15.1	FICA (Social Security) taxes					
E-15.2	Workers Compensation				\$100	
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		\$125	\$125	\$5,800	

DEBT SERVICE BUDGET

			2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
D-1	Debt Service					
D-1.1	Principal			\$10,575	\$13,299	
D-1.2	Interest			\$7,728	\$7,752	
D-1.3	Fees					
D-2	TOTAL DEBT SERVICE		\$0	\$18,303	\$21,051	

Proposed Budget

Lower Nowood Improvement and Service District
 NAME OF DISTRICT/BOARD

FYE 6/30/2019

GENERAL FUNDS

		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
C-1	Balances at Beginning of Fiscal Year				
C-1.1	General Fund Checking Account Balance	\$2,531	\$2,112	\$2,000	
C-1.2	Savings and Investments Account Balance				
C-1.3	General Fund CD Balance				
C-1.4	All Other Funds	\$2,112			
C-1.5	Reserves (From Below)	\$300	\$20,433	\$22,638	
C-1.6	Total Estimated Cash and Investments on Hand	\$4,943	\$22,545	\$24,638	
C-2	General Fund Reductions:				
C-2.1	a. Unpaid bills at FYE	\$3,030			
C-2.2	b. Reserves	\$300	\$20,433	\$22,638	
C-2.3	Total Deductions (a+b)	\$3,330	\$20,433	\$22,638	
C-2.4	Estimated Non-Restricted Funds Available	\$1,614	\$2,112	\$2,000	

DEPRECIATION RESERVE (CAPITAL OUTLAY - REPLACEMENT)

		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
C-3					
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 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	\$0	\$0	\$0	\$0

OTHER RESTRICTED FUND BALANCES - RESERVE (LEGALLY ENFORCED)

		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
C-4					
C-4.1	Beginning Balance in Reserve Account (end of previous year)	\$200	\$200	\$2,030	\$2,430
C-4.2	Date of Reserve Approval in Minutes:				
C-4.3	Amount to be added to the reserve		\$1,830	\$2,105	\$2,105
C-4.4	Date of Reserve Approval in Minutes:				
C-4.5	SUB-TOTAL	\$200	\$2,030	\$4,135	\$4,135
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	\$200	\$2,030	\$4,135	\$4,135

ASSIGNED FUND BALANCE (EMERGENCY RESERVE - NOT COMMITTED)

		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
C-5					
C-5.1	Beginning Balance in Reserve Account (end of previous year)	\$100	\$100	\$18,403	\$18,403
C-5.2	Date of Reserve Approval in Minutes:				
C-5.3	Amount to be added to the reserve		\$18,303	\$100	\$100
C-5.4	Date of Reserve Approval in Minutes:				
C-5.5	SUB-TOTAL	\$100	\$18,403	\$18,503	\$18,503
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	\$100	\$18,403	\$18,503	\$18,503
C-5.9	TOTAL TO BE SPENT	\$0	\$0	\$0	

