

Proposed Budget

Worland Fire Protection District #1	
Budget Hearing Information	
200 South 5th Street	Location: 200 South 5th Street, Worland, Wyoming 82401
Worland, Wyoming 82401	Date: 7/18/2019
307-347-6379	Time: 5:30 PM
Washakie County	Budget Prepared by: Chris Kocher

S-A	BUDGET MESSAGE	W.S. 16-4-104(d)
<p>BUDGET MESSAGE — FISCAL YEAR 2019-2020 ENDING JUNE 30, 2020</p> <p>The fiscal policy of the Worland Fire Protection District #1 remains unchanged. We work to be fiscally responsible; while maintaining the high standards of customer service to the citizens of the Worland Fire Protection District #1. With limited funding sources other than tax funds, we will continue to enhance our position of marketing our equipment, staff, and volunteer firefighters. We will continue to seek grant funding opportunities as well as work towards inter-agency collaboration as opportunities present. This helps provide needed additional funds for capital investments such as equipment and facilities.</p>		
Budget Officer	Title	
<div style="font-size: 2em; color: blue; font-weight: bold;">RECEIVED</div> <div style="font-size: 1.5em; color: red; font-weight: bold;">MAY 28 2019</div> <div style="font-size: 1.2em; color: blue;">Per _____</div>		

S-B	RESERVE DESCRIPTION						
<p>The WFPD has three reserve accounts:</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 70%;">Emergency Reserve Account</td> <td style="text-align: right;">Balance \$812,579</td> </tr> <tr> <td>Vehicle Depreciation Reserve Account</td> <td style="text-align: right;">\$ 662,124.81</td> </tr> <tr> <td>Equipment Depreciation Reserve Account</td> <td style="text-align: right;">\$ 82,611.19</td> </tr> </table>		Emergency Reserve Account	Balance \$812,579	Vehicle Depreciation Reserve Account	\$ 662,124.81	Equipment Depreciation Reserve Account	\$ 82,611.19
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S-C	Board Members	Office Hours																														
	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Names of Board Members</th> <th style="text-align: left;">Date of End of Term</th> </tr> </thead> <tbody> <tr><td>Brad Horath</td><td>12/31/22</td></tr> <tr><td>Tad DeBolt</td><td>12/31/20</td></tr> <tr><td>Don Jordon</td><td>12/31/20</td></tr> <tr><td>Lance Berryman</td><td>12/31/22</td></tr> <tr><td>Ed Gross</td><td>12/31/20</td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> </tbody> </table>	Names of Board Members	Date of End of Term	Brad Horath	12/31/22	Tad DeBolt	12/31/20	Don Jordon	12/31/20	Lance Berryman	12/31/22	Ed Gross	12/31/20											<p>Does the district have regular office hours exceeding 20 hours per week? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If Yes, enter</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td>Address of office:</td><td>200 South 5th Street</td></tr> <tr><td>City, State, Zip:</td><td>Worland, Wyoming 82401</td></tr> <tr><td>Phone Number:</td><td>307-347-6379</td></tr> <tr><td>Hours Open:</td><td>8-12 1-5 M-T-W-T</td></tr> </table>	Address of office:	200 South 5th Street	City, State, Zip:	Worland, Wyoming 82401	Phone Number:	307-347-6379	Hours Open:	8-12 1-5 M-T-W-T
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Where are the minutes of your board meeting available for public review?
 Worland Fire Protection District Office, 200 South Fifth Street, Worland, Wyoming 82401

How and where are the notices of meeting posted for the public?
 Special Meetings: Northern Wyoming Daily News, Legal Ad - Regular monthly meetings are identified by rule in the January meeting each year

Where are the public meetings held?
 Worland Fire Protection District Meeting Room, 200 South 5th Street, Worland, Wyoming 82401

PROPOSED BUDGET SUMMARY

OVERVIEW		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
S-1	Total Budgeted Expenditures	\$1,183,631	\$945,673	\$988,603	\$988,603
S-2	Total Principal to Pay on Debt	\$0	\$0	\$0	\$0
S-3	Total Change to Restricted Funds	\$178,969	\$168,250	\$80,400	\$80,400
S-4	Total General Fund and Forecasted Revenues Available	\$1,092,215	\$1,271,587	\$1,160,700	\$1,160,700
S-5	<i>Amount requested from County Commissioners</i>	\$377,780	\$396,964	\$511,900	\$511,900
S-6	Additional Funding Needed :			\$0	\$0

REVENUE SUMMARY		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
S-7	Operating Revenues	\$0	\$0	\$0	\$0
S-8	Tax levy (From the County Treasurer)	\$297,528	\$314,999	\$350,000	\$350,000
S-9	Government Support	\$18,176	\$12,000	\$18,000	\$18,000
S-10	Grants	\$88,157	\$49,000	\$100,000	\$100,000
S-11	Other County Support (Not from Co. Treas.)	\$80,252	\$81,965	\$161,900	\$161,900
S-12	Miscellaneous	\$435,160	\$640,681	\$350,800	\$350,800
S-13	Other Forecasted Revenue	\$0	\$0	\$0	\$0
S-14	Total Revenue	\$919,273	\$1,098,645	\$980,700	\$980,700

EXPENDITURE SUMMARY		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
S-15	Capital Outlay	\$210,315	\$122,071	\$81,000	\$81,000
S-16	Interest and Fees On Debt	\$0	\$0	\$0	\$0
S-17	Administration	\$116,976	\$125,827	\$145,532	\$145,532
S-18	Operations	\$532,884	\$539,555	\$598,620	\$598,620
S-19	Indirect Costs	\$121,398	\$158,220	\$163,451	\$163,451
S-20R	Expenditures paid by Reserves	\$202,058	\$0	\$0	\$0
S-20	Total Expenditures	\$1,183,631	\$945,673	\$988,603	\$988,603

DEBT SUMMARY		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
S-21	Principal Paid on Debt	\$0	\$0	\$0	\$0

CASH AND INVESTMENTS		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
S-22	TOTAL GENERAL FUNDS	\$172,942	\$172,942	\$180,000	\$180,000

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	\$1,310,096	\$1,489,065	\$1,657,315	\$1,657,315
S-26	c. Bond Funds	\$0	\$0	\$0	\$0
	Total Reserves (a+b+c)	\$1,310,096	\$1,489,065	\$1,657,315	\$1,657,315
S-27	Amount to be added				
S-28	a. Sinking and Debt Service Funds	\$0	\$0	\$0	\$0
S-29	b. Reserves	\$381,027	\$168,250	\$80,400	\$80,400
S-30	c. Bond Funds	\$0	\$0	\$0	\$0
	Total to be added (a+b+c)	\$381,027	\$168,250	\$80,400	\$80,400
S-31	Subtotal	\$1,691,123	\$1,657,315	\$1,737,715	\$1,737,715
S-32	Less Total to be spent	\$202,058	\$0	\$0	\$0
S-33	TOTAL RESERVES AT END OF FISCAL YEAR	\$1,489,065	\$1,657,315	\$1,737,715	\$1,737,715

End of Summary

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

Date adopted by Special District _____

DISTRICT ADDRESS: 200 South 5th Street
Worland, Wyoming 82401

PREPARED BY: Chris Kocher

DISTRICT PHONE: 307-347-6379

Proposed Budget

Worland Fire Protection District #1

FYE 6/30/2020

NAME OF DISTRICT/BOARD

PROPERTY TAXES AND ASSESSMENTS

		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
R-1	Property Taxes and Assessments Received				
R-1.1	Tax Levy (From the County Treasurer)	\$297,528	\$314,999	\$350,000	
R-1.2	Other County Support	\$80,252	\$81,965	\$181,900	

FORECASTED REVENUE

		2017-2018 Actual	2018-2019 Estimated	2019-2020 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	\$14,000	\$7,000	\$8,000	
R-2.4	Other (Specify) <u>Maintenance Agreement</u>	\$4,176	\$5,000	\$10,000	
R-2.5	Total Government Support	\$18,176	\$12,000	\$18,000	
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	
R-4	Grants				
R-4.1	Direct Federal Grants				
R-4.2	Federal Grants thru State Agencies	\$88,157	\$49,000	\$100,000	
R-4.3	Grants from State Agencies				
R-4.4	Total Grants	\$88,157	\$49,000	\$100,000	
R-5	Miscellaneous Revenue				
R-5.1	Interest	\$7,020	\$13,078	\$13,000	
R-5.2	Other: Specify <u>Wildland & RERT Response</u>	\$428,140	\$627,603	\$337,800	
R-5.3	Other: Additional				
R-5.4	Total Miscellaneous	\$435,160	\$640,681	\$350,800	
R-5.5	Total Forecasted Revenue	\$541,493	\$701,681	\$468,800	
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	

Proposed Budget

Worland Fire Protection District #1

FYE 6/30/2020

NAME OF DISTRICT/BOARD

CAPITAL OUTLAY BUDGET

		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
E-1	Capital Outlay				
E-1.1	Real Property				
E-1.2	Vehicles				
E-1.3	Office Equipment			\$1,000	\$1,000
E-1.4	Other (Specify)				
E-1.5	Facility Improvments	\$8,257	\$7,285		
E-1.6	Fire Equipment	\$202,058	\$114,786	\$80,000	\$80,000
E-1.7					
E-1.8	TOTAL CAPITAL OUTLAY	\$210,315	\$122,071	\$81,000	\$81,000

ADMINISTRATION BUDGET

		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
E-2	Personnel Services				
E-2.1	Administrator	\$66,631	\$66,631	\$68,630	\$68,630
E-2.2	Secretary				
E-2.3	Clerical	\$15,637	\$20,000	\$24,509	\$24,509
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				
E-3.3	Other (Specify)				
E-3.4					
E-3.5					
E-3.6					
E-4	Contractual Services				
E-4.1	Legal	\$0	\$0	\$1,000	\$1,000
E-4.2	Accounting/Auditing	\$1,600	\$1,600	\$12,000	\$12,000
E-4.3	Other (Specify)				
E-4.4					
E-4.5	Dispatch	\$28,019	\$33,131	\$33,293	\$33,293
E-4.6					
E-5	Other Administrative Expenses				
E-5.1	Office Supplies	\$2,502	\$2,400	\$2,600	\$2,600
E-5.2	Office equipment, rent & repair				
E-5.3	Education				
E-5.4	Registrations				
E-5.5	Other (Specify)				
E-5.6	Dues/Publications/Fees	\$933	\$985	\$1,000	\$1,000
E-5.7	Chiefs's Expenses	\$1,654	\$1,080	\$2,500	\$2,500
E-5.8					
E-6	TOTAL ADMINISTRATION	\$116,976	\$125,827	\$145,532	\$145,532

Proposed Budget

Worland Fire Protection District #1

FYE 6/30/2020

OPERATIONS BUDGET

			2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
E-7	Personnel Services					
E-7.1	Wages—Operations		\$66,635	\$65,926	\$77,748	
E-7.2	Service Contracts					
E-7.3	Other (Specify)					
E-7.4	Water & Volunteer Incent		\$18,996	\$13,470	\$15,000	
E-7.5	Wildland/RERT Dispatch		\$207,784	\$226,080	\$200,000	
E-7.6						
E-8	Travel					
E-8.1	Mileage					
E-8.2	Other (Specify)					
E-8.3	Wildland Per Diem		\$18,014	\$17,513	\$18,000	
E-8.4						
E-8.5						
E-9	Operating supplies (List)					
E-9.1	Gasoline/Oil		\$27,088	\$34,160	\$35,000	
E-9.2	Fire Maint/Tools/Supplies		\$42,119	\$41,100	\$50,000	
E-9.3	Fire Supplies		\$7,586	\$9,900	\$11,000	
E-9.4	Grant Purchases		\$84,255	\$48,250	\$100,000	
E-9.5						
E-10	Program Services (List)					
E-10.1	Legal Advertising		\$616	\$802	\$1,000	
E-10.2	Election Expense		\$0	\$423	\$0	
E-10.3						
E-10.4						
E-10.5						
E-11	Contractual Arrangements (List)					
E-11.1	PO Box Rental		\$72	\$72	\$72	
E-11.2	Utilities		\$10,875	\$10,018	\$10,500	
E-11.3	Telephone		\$3,804	\$3,640	\$3,800	
E-11.4	Property Tax Road 11		\$735	\$0	\$0	
E-11.5						
E-12	Other operations (Specify)					
E-12.1	Grounds & Maintenance		\$12,086	\$9,000	\$12,500	
E-12.2	Training/Safety & Educati		\$9,784	\$10,637	\$14,500	
E-12.3	Supression & Response		\$3,244	\$28,000	\$28,000	
E-12.4	Fitness/Wellnes & Recrui		\$19,191	\$20,564	\$21,500	
E-12.5						
E-13	TOTAL OPERATIONS		\$532,884	\$539,555	\$598,620	\$1,988,620

Proposed Budget

Worland Fire Protection District #1

FYE 6/30/2020

INDIRECT COSTS BUDGET

			2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
E-14	Insurance					
E-14.1	Liability		\$24,433	\$25,681	\$26,000	\$26,000
E-14.2	Buildings and vehicles		\$0	\$0	\$0	
E-14.3	Equipment		\$0	\$0	\$0	
E-14.4	Other (Specify)					
E-14.5	<u>Surety Bonds</u>		\$100	\$300	\$350	\$350
E-14.6						
E-14.7						
E-15	Indirect payroll costs:					
E-15.1	FICA (Social Security) taxes		\$4,926	\$4,393	\$5,200	\$5,200
E-15.2	Workers Compensation		\$9,124	\$14,454	\$15,000	\$15,000
E-15.3	Unemployment Taxes		\$2,666	\$2,308	\$2,800	\$2,800
E-15.4	Retirement		\$14,487	\$15,740	\$18,500	\$18,500
E-15.5	Health Insurance		\$28,124	\$33,988	\$50,601	\$50,601
E-15.6	Other (Specify)		\$16,196	\$30,332	\$20,000	\$20,000
E-15.7	<u>Employee Incentive</u>		\$21,342	\$31,024	\$25,000	\$25,000
E-15.8	<u>Wildland/RERT Payroll E:</u>					
E-15.9						
E-17	TOTAL INDIRECT COSTS		\$121,398	\$158,220	\$163,451	\$163,451

DEBT SERVICE BUDGET

			2017-2018 Actual	2018-2019 Estimated	2019-2020 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

Worland Fire Protection District #1

FYE 6/30/2020

NAME OF DISTRICT/BOARD

GENERAL FUNDS

		End of Year 2017-2018 Actual	Beginning 2018-2019 Estimated	Beginning 2019-2020 Proposed	Pending Approval
C-1	Balances at Beginning of Fiscal Year				
C-1.1	General Fund Checking Account Balance		\$0	\$12,500	\$12,500
C-1.2	Savings and Investments Account Balance	\$172,942	\$172,942	\$167,500	\$167,500
C-1.3	General Fund CD Balance		\$0		
C-1.4	All Other Funds		\$0		
C-1.5	Reserves (From Below)	\$1,489,065	\$1,489,065	\$1,737,715	\$1,737,715
C-1.6	Total Estimated Cash and Investments on Hand	\$1,662,007	\$1,662,007	\$1,917,715	\$1,917,715
C-2	General Fund Reductions:				
C-2.1	a. Unpaid bills at FYE				
C-2.2	b. Reserves	\$1,489,065	\$1,657,315	\$1,737,715	\$1,737,715
C-2.3	Total Deductions (a+b)	\$1,489,065	\$1,657,315	\$1,737,715	\$1,737,715
C-2.4	Estimated Non-Restricted Funds Available	\$172,942	\$4,692	\$180,000	\$180,000

SINKING & DEBT SERVICE FUNDS

		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
C-3	Beginning Balance in Reserve Account (end of previous year)		\$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

		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
C-4	Beginning Balance in Reserve Account (end of previous year)	\$1,310,096	\$1,489,065	\$1,657,315	\$1,657,315
C-4.2	<i>Date of Reserve Approval in Minutes:</i> 5/23/2019				
C-4.3	Amount to be added to the reserve	\$381,027	\$168,250	\$80,400	\$630,677
C-4.4	<i>Date of Reserve Approval in Minutes:</i> 5/23/2019				
C-4.5	SUB-TOTAL	\$1,691,123	\$1,657,315	\$1,737,715	\$1,737,715
C-4.6	Identify the amount and project to be spent				
C-4.7	a. SCBA's	\$202,058			
C-4.8	b. _____				
C-4.9	c. _____				
C-4.10	<i>Date of Reserve Approval in Minutes:</i> 5/23/2019				
C-4.11	TOTAL OTHER RESERVE OUTLAY (a+b+c)	\$202,058	\$0	\$0	\$0
C-4.12	Balance to be retained	\$1,489,065	\$1,657,315	\$1,737,715	\$1,737,715

BOND FUNDS

		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
C-5	Beginning Balance in Reserve Account (end of previous year)		\$0	\$0	
C-5.2	<i>Date of Reserve Approval in Minutes:</i>				
C-5.3	Amount to be added to the reserve				
C-5.4	<i>Date of Reserve Approval in Minutes:</i>				
C-5.5	SUB-TOTAL	\$0	\$0	\$0	\$0
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	\$0	\$0	\$0	\$0
C-5.9	TOTAL TO BE SPENT	\$202,058	\$0	\$0	\$0