

Proposed Budget

Worland Fire Protection District #1	
Budget Hearing Information	
200 South 5th Street	Location: 200 South 5th Street
Worland, Wyoming 82401	Date: 7/20/2017
307-347-6379	Time: 5:30 PM
Washakie County	Budget Prepared by: Chris Kocher

S-A	BUDGET MESSAGE	W.S. 16-4-104(d)		
BUDGET MESSAGE --- FISCAL YEAR 2017-2018 ENDING JUNE 30, 2018				
<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>				
<table border="0" style="width: 100%;"> <tr> <td style="border-bottom: 1px solid black; width: 60%;">Budget Officer</td> <td style="border-bottom: 1px solid black; width: 40%;">Title</td> </tr> </table>	Budget Officer	Title	<div style="font-size: 2em; font-weight: bold;">RECEIVED</div> <div style="font-size: 1.5em; font-weight: bold;">MAY 19 2017</div> <div style="font-weight: bold;">Per _____</div>	
Budget Officer	Title			
<div style="font-size: 2em; font-weight: bold; color: blue;">TAX \$ 389,935.00</div>				

S-B	RESERVE DESCRIPTION
The WFPD has three reserve accounts Emergency Reserves, Vehicle Replacement Reserves, and Equipment Replacement Reserves.	

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>Dale Link</td><td>12/31/18</td></tr> <tr><td>Tad DeBolt</td><td>12/31/20</td></tr> <tr><td>Brad Horath</td><td>12/31/18</td></tr> <tr><td>Don Jordan</td><td>12/31/20</td></tr> <tr><td>Alan Tolley</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	Dale Link	12/31/18	Tad DeBolt	12/31/20	Brad Horath	12/31/18	Don Jordan	12/31/20	Alan Tolley	12/31/20											<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td>Does the district have regular office hours exceeding 20 hours per week?</td> <td style="text-align: center;"><input checked="" type="checkbox"/> Yes</td> </tr> <tr> <td colspan="2">If Yes, enter</td> </tr> <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>M 8-12 1-5 T 8-12 1-5 W 8-12 1-5 T 8-12 1-5</td> </tr> <tr> <td colspan="2" style="height: 30px;"> </td> </tr> </table>	Does the district have regular office hours exceeding 20 hours per week?	<input checked="" type="checkbox"/> Yes	If Yes, enter		Address of office:	200 South 5th Street	City, State, Zip:	Worland, Wyoming 82401	Phone Number:	307-347-6379	Hours Open:	M 8-12 1-5 T 8-12 1-5 W 8-12 1-5 T 8-12 1-5		
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Where are the minutes of your board meeting available for public review?
 They are located in the offices of Fire Station 1, 200 South 5th Street, Worland, Wyoming 82401

How and where are the notices of meeting posted for the public?
 The Regular Monthly Meetings are identified by rule as of the January meeting each year and posted in the meeting room. Budget meetings are

Where are the public meetings held?
 Meeting Room, Fire Station 1, 200 South 5th Street, Worland, Wyoming 82401

PROPOSED BUDGET SUMMARY

OVERVIEW		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Pending Approval
S-1	Total Budgeted Expenditures	\$703,629	\$713,805	\$996,334	
S-2	Total Principal to Pay on Debt	\$0	\$0	\$0	
S-3	Total Change to Restricted Funds	\$143,439	\$126,437	-\$240,000	
S-4	Total General Fund and Forecasted Revenues Available	\$1,011,132	\$1,021,435	\$920,334	
S-5	Amount requested from County Commissioners	\$450,508	\$389,935	\$389,935	
S-6	Additional Funding Needed :			\$0	

REVENUE SUMMARY		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Pending Approval
S-7	Operating Revenues	\$0	\$0	\$0	
S-8	Tax levy (From the County Treasurer)	\$369,331	\$309,935	\$309,935	
S-9	Government Support	\$20,451	\$25,000	\$26,000	
S-10	Grants	\$98,612	\$30,000	\$105,000	
S-11	Other County Support (Not from Co. Treas.)	\$81,177	\$80,000	\$80,000	
S-12	Miscellaneous	\$274,634	\$401,500	\$224,399	
S-13	Other Forecasted Revenue	\$0	\$0	\$0	
S-14	Total Revenue	\$844,205	\$846,435	\$745,334	

FY 7/1/17-6/30/18 Worland Fire Protection District #1

EXPENDITURE SUMMARY		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Pending Approval
S-15	Capital Outlay	\$51,686	\$72,320	\$251,000	
S-16	Interest and Fees On Debt	\$0	\$0	\$0	
S-17	Administration	\$114,837	\$115,716	\$119,512	
S-18	Operations	\$414,843	\$406,755	\$501,046	
S-19	Indirect Costs	\$122,263	\$119,014	\$124,776	
S-20	Total Expenditures	\$703,629	\$713,805	\$996,334	

DEBT SUMMARY		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Pending Approval
S-21	Principal Paid on Debt	\$0	\$0	\$0	

CASH AND INVESTMENTS		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Pending Approval
S-22	TOTAL GENERAL FUNDS	\$166,927	\$175,000	\$175,000	
Summary of Reserve Funds					
S-23	Beginning Balance in Reserve Accounts				
S-24	a. Depreciation Reserve	\$149,824	\$290,146	\$413,583	
S-25	b. Other Reserve	\$0	\$0	\$0	
S-26	c. Emergency Reserve (Cash)	\$890,280	\$893,397	\$896,397	
	Total Reserves (a+b+c)	\$1,040,104	\$1,183,543	\$1,309,980	
S-27	Amount to be added				
S-28	a. Depreciation Reserve	\$140,322	\$123,437	\$0	
S-29	b. Other Reserve	\$0	\$0	\$0	
S-30	c. Emergency Reserve (Cash)	\$3,117	\$3,000	\$0	
	Total to be added (a+b+c)	\$143,439	\$126,437	\$0	
S-31	Subtotal	\$1,183,543	\$1,309,980	\$1,309,980	
S-32	Less Total to be spent	\$0	\$0	\$240,000	
S-33	TOTAL RESERVES AT END OF FISCAL YEAR	\$1,183,543	\$1,309,980	\$1,069,980	

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 6/30/2018

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)	\$369,331	\$309,935	\$309,935	
R-1.2	Other County Support	\$81,177	\$80,000	\$80,000	

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	\$18,000	\$15,000	\$15,000	
R-2.4	Other (Specify) <u>Maint. Agreement</u>	\$2,451	\$10,000	\$11,000	
R-2.5	Total Government Support	\$20,451	\$25,000	\$26,000	
R-3	Operating Revenues				
R-3.1	Customer Charges		\$0		
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	\$98,612	\$30,000	\$105,000	
R-4.3	Grants from State Agencies				
R-4.4	Total Grants	\$98,612	\$30,000	\$105,000	
R-5	Miscellaneous Revenue				
R-5.1	Interest	\$3,344	\$3,500	\$3,500	
R-5.2	Other: Specify <u>Wildland & RERT Resp</u>	\$271,290	\$398,000	\$220,899	
R-5.3	Other: Additional				
R-5.4	Total Miscellaneous	\$274,634	\$401,500	\$224,399	
R-5.5	Total Forecasted Revenue	\$393,697	\$456,500	\$355,399	
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 6/30/2018

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	\$48,296	\$56,997	\$0	
E-1.3	Office Equipment	\$800		\$1,000	
E-1.4	Other (Specify)				
E-1.5	Facility Improvement	\$2,590	\$15,323	\$10,000	
E-1.6	Fire Equipment			\$240,000	
E-1.7					
E-1.8	TOTAL CAPITAL OUTLAY	\$51,686	\$72,320	\$251,000	

ADMINISTRATION BUDGET

		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Pending Approval
E-2	Personnel Services				
E-2.1	Administrator	\$66,550	\$66,631	\$66,631	
E-2.2	Secretary				
E-2.3	Clerical	\$14,858	\$15,100	\$15,730	
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	
E-4.2	Accounting/Auditing	\$1,600	\$1,600	\$1,900	
E-4.3	Other (Specify)				
E-4.4	Minute Taker	\$715	\$0	\$0	
E-4.5	Dispatch	\$26,520	\$26,570	\$28,151	
E-4.6					
E-5	Other Administrative Expenses				
E-5.1	Office Supplies	\$2,036	\$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/Pubs/Fees	\$845	\$915	\$1,000	
E-5.7	Chief Expenses	\$1,713	\$2,300	\$2,500	
E-5.8					
E-6	TOTAL ADMINISTRATION	\$114,837	\$115,716	\$119,512	

Proposed Budget

Worland Fire Protection District #1

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		\$58,497	\$60,000	\$76,761	
E-7.2	Service Contracts					
E-7.3	Other (Specify)					
E-7.4	Water & Volunteer Incent		\$22,945	\$22,397	\$23,500	
E-7.5	Wildland/RERT Dispatch		\$101,419	\$165,000	\$125,000	
E-7.6						
E-8	Travel					
E-8.1	Mileage					
E-8.2	Other (Specify)					
E-8.3	Wildland Per Diem		\$9,525	\$10,380	\$13,000	
E-8.4						
E-8.5						
E-9	Operating supplies (List)					
E-9.1	Gasoline/Oil		\$19,639	\$22,000	\$31,000	
E-9.2	Fire Maint/Tools/Supp		\$23,784	\$26,350	\$29,650	
E-9.3	Fire Supplies		\$14,357	\$12,500	\$15,000	
E-9.4	Grant Purchases		\$108,369	\$24,000	\$105,000	
E-9.5						
E-10	Program Services (List)					
E-10.1	Legal Advertising		\$772	\$500	\$1,000	
E-10.2	Election Expense		\$0	\$502	\$0	
E-10.3						
E-10.4						
E-10.5						
E-11	Contractual Arrangements (List)					
E-11.1	PO Box Rental		\$66	\$70	\$70	
E-11.2	Utilities		\$10,275	\$10,260	\$11,260	
E-11.3	Telephone		\$4,610	\$4,000	\$5,000	
E-11.4	Property Tax-Road 11		\$553	\$553	\$555	
E-11.5						
E-12	Other operations (Specify)					
E-12.1	Grounds & Maintenance		\$13,054	\$15,252	\$19,000	
E-12.2	Training/Safety & Educati		\$10,530	\$12,148	\$16,750	
E-12.3	Suppression & Response		\$2,901	\$5,966	\$12,000	
E-12.4	Fitness/Wellness & Recru		\$13,547	\$14,877	\$16,500	
E-12.5						
E-13	TOTAL OPERATIONS		\$414,843	\$406,755	\$501,046	

Proposed Budget

Worland Fire Protection District #1

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		\$24,481	\$25,606	\$26,000	
E-14.2	Buildings and vehicles					
E-14.3	Equipment					
E-14.4	Other (Specify)					
E-14.5	<u>Surety Bonds</u>		\$100	\$100	\$100	
E-14.6						
E-14.7						
E-15	Indirect payroll costs:					
E-15.1	FICA (Social Security) taxes		\$6,111	\$4,500	\$5,200	
E-15.2	Workers Compensation		\$14,196	\$9,000	\$10,000	
E-15.3	Unemployment Taxes		\$2,539	\$628	\$5,000	
E-15.4	Retirement		\$15,242	\$14,500	\$15,500	
E-15.5	Health Insurance		\$37,103	\$23,576	\$28,976	
E-15.6	Other (Specify)					
E-15.7	<u>Employee Incentive</u>		\$12,100	\$20,104	\$16,000	
E-15.8	<u>Wildland/RERT Payroll E:</u>		\$10,390	\$21,000	\$18,000	
E-15.9						
E-16	Depreciation Expenses					
E-17	TOTAL INDIRECT COSTS		\$122,263	\$119,014	\$124,776	

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	

Proposed Budget

Worland Fire Protection District #1
 NAME OF DISTRICT/BOARD _____

FYE 6/30/2018

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	\$0	\$0	\$0	
C-1.2	Savings and Investments Account Balance	\$166,927	\$175,000	\$175,000	
C-1.3	General Fund CD Balance	\$0	\$0	\$0	
C-1.4	All Other Funds	\$0	\$0	\$0	
C-1.5	Reserves (From Below)	\$1,183,543	\$1,309,980	\$1,069,980	
C-1.6	Total Estimated Cash and Investments on Hand	\$1,350,470	\$1,484,980	\$1,244,980	
C-2	General Fund Reductions:				
C-2.1	a. Unpaid bills at FYE				
C-2.2	b. Reserves	\$1,183,543	\$1,309,980	\$1,069,980	
C-2.3	Total Deductions (a+b)	\$1,183,543	\$1,309,980	\$1,069,980	
C-2.4	Estimated Non-Restricted Funds Available	\$166,927	\$175,000	\$175,000	

DEPRECIATION RESERVE (CAPITAL OUTLAY - REPLACEMENT)

		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Pending Approval
C-3					
C-3.1	Beginning Balance in Reserve Account (end of previous year)	\$149,824	\$290,146	\$413,583	
C-3.2	Date of Reserve Approval in Minutes: 5/17/507				
C-3.3	Amount to be added to the reserve	\$140,322	\$123,437		
C-3.4	Date of Reserve Approval in Minutes: 5/17/2017				
C-3.5	SUB-TOTAL	\$290,146	\$413,583	\$413,583	
C-3.6	Identify the amount to be spent from "Reserve for Capital Outlay"				
C-3.7	a. SCBA Replacement			\$240,000	
C-3.8	b. _____				
C-3.9	c. _____				
C-3.10	Date of Reserve Approval in Minutes: 5/17/2017				
C-3.11	TOTAL CAPITAL OUTLAY (a+b+c)	\$0	\$0	\$240,000	
C-3.12	Balance to be retained in Depreciation Reserve Account	\$290,146	\$413,583	\$173,583	

OTHER RESTRICTED FUND BALANCES - RESERVE (LEGALLY ENFORCED)

		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Pending Approval
C-4					
C-4.1	Beginning Balance in Reserve Account (end of previous year)	\$0	\$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	
C-4.6	Identify the amount and project to be spent from "Other I"				
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	
C-4.12	Balance to be retained in Other Reserve Account	\$0	\$0	\$0	

ASSIGNED FUND BALANCE (EMERGENCY RESERVE - NOT COMMITTED)

		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Pending Approval
C-5					
C-5.1	Beginning Balance in Reserve Account (end of previous year)	\$890,280	\$893,397	\$896,397	
C-5.2	Date of Reserve Approval in Minutes: 5/17/2017				
C-5.3	Amount to be added to the reserve	\$3,117	\$3,000		
C-5.4	Date of Reserve Approval in Minutes: 5/17/2017				
C-5.5	SUB-TOTAL	\$893,397	\$896,397	\$896,397	
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	\$893,397	\$896,397	\$896,397	
C-5.9	TOTAL TO BE SPENT	\$0	\$0	\$240,000	