

Proposed Budget

Worland Fire

Worland Fire Protection District #1	
Budget Hearing Information	
200 South 5th Street	Location: 200 South 5th Street, Worland, Wyoming 82401
Worland, Wyoming 82401	Date: 7/19/2018
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 2018-2019 ENDING JUNE 30, 2019</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>		
<p>_____ Budget Officer</p> <p>_____ Title</p>	<p style="font-size: 2em; font-weight: bold;">RECEIVED</p> <p style="font-size: 1.5em; font-weight: bold;">MAY 23 2018</p> <p>Per _____</p>	

S-B	RESERVE DESCRIPTION
<p>The WFPD has three reserve accounts:</p> <ul style="list-style-type: none"> Emergency Reserve Account Vehicle Depreciation Reserve Account Equipment Depreciation Reserve Account 	

S-C		<p>Does the district have regular office hours exceeding 20 hours per week? <input type="checkbox"/> Yes</p> <p>If Yes, enter</p> <p>Address of office: 200 South 5th Street</p> <p>City, State, Zip: Worland, Wyoming 82401</p> <p>Phone Number: 307-347-6379</p> <p>Hours Open: M, T, W, T 8-12 1-5</p>																						
	<table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 70%;">Names of Board Members</th> <th style="width: 30%;">Date of End of Term</th> </tr> </thead> <tbody> <tr> <td>Dale Link</td> <td>12/31/18</td> </tr> <tr> <td>Brad Horath</td> <td>12/31/18</td> </tr> <tr> <td>Tad DeBolt</td> <td>12/31/20</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	Brad Horath	12/31/18	Tad DeBolt	12/31/20	Don Jordan	12/31/20	Alan Tolley	12/31/20											
Names of Board Members	Date of End of Term																							
Dale Link	12/31/18																							
Brad Horath	12/31/18																							
Tad DeBolt	12/31/20																							
Don Jordan	12/31/20																							
Alan Tolley	12/31/20																							

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		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
S-1	Total Budgeted Expenditures	\$696,610	\$956,628	\$822,007	\$822,007
S-2	Total Principal to Pay on Debt	\$0	\$0	\$0	\$0
S-3	Total Change to Restricted Funds	\$126,552	\$29,935	\$0	\$0
S-4	Total General Fund and Forecasted Revenues Available	\$1,009,507	\$1,172,815	\$926,007	\$926,007
S-5	Amount requested from County Commissioners	\$388,317	\$376,935	\$387,300	\$387,300
S-6	Additional Funding Needed :			\$0	\$0

REVENUE SUMMARY		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
S-7	Operating Revenues	\$0	\$0	\$0	\$0
S-8	Tax levy (From the County Treasurer)	\$308,749	\$296,800	\$306,800	\$306,800
S-9	Government Support	\$27,558	\$18,000	\$17,000	\$17,000
S-10	Grants	\$24,574	\$26,000	\$90,000	\$90,000
S-11	Other County Support (Not from Co. Treas.)	\$79,568	\$80,135	\$80,500	\$80,500
S-12	Miscellaneous	\$396,116	\$431,570	\$256,707	\$256,707
S-13	Other Forecasted Revenue	\$0	\$147,368	\$0	\$0
S-14	Total Revenue	\$836,565	\$999,873	\$751,007	\$751,007

EXPENDITURE SUMMARY		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
S-15	Capital Outlay	\$72,320	\$215,000	\$71,000	\$71,000
S-16	Interest and Fees On Debt	\$0	\$0	\$0	\$0
S-17	Administration	\$114,524	\$118,145	\$123,491	\$123,491
S-18	Operations	\$392,502	\$504,246	\$485,566	\$485,566
S-19	Indirect Costs	\$117,264	\$119,237	\$141,950	\$141,950
S-20	Total Expenditures	\$696,610	\$956,628	\$822,007	\$822,007

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

CASH AND INVESTMENTS		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
S-22	TOTAL GENERAL FUNDS	\$172,942	\$172,942	\$175,000	\$175,000
Summary of Reserve Funds					
S-23	Beginning Balance in Reserve Accounts				
S-24	a. Depreciation Reserve	\$290,147	\$413,578	\$538,578	\$538,578
S-25	b. Other Reserve	\$0	\$0	\$0	\$0
S-26	c. Emergency Reserve (Cash)	\$893,397	\$896,518	\$801,453	\$801,453
	Total Reserves (a+b+c)	\$1,183,544	\$1,310,096	\$1,340,031	\$1,340,031
S-27	Amount to be added				
S-28	a. Depreciation Reserve	\$123,431	\$330,000	\$0	\$0
S-29	b. Other Reserve	\$0	\$0	\$0	\$0
S-30	c. Emergency Reserve (Cash)	\$3,121	\$4,935	\$0	\$0
	Total to be added (a+b+c)	\$126,552	\$334,935	\$0	\$0
S-31	Subtotal	\$1,310,096	\$1,645,031	\$1,340,031	\$1,340,031
S-32	Less Total to be spent	\$0	\$305,000	\$0	\$0
S-33	TOTAL RESERVES AT END OF FISCAL YEAR	\$1,310,096	\$1,340,031	\$1,340,031	\$1,340,031

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 6/30/2019

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)	\$308,749	\$296,800	\$306,800	
R-1.2	Other County Support	\$79,568	\$80,135	\$80,500	

FORECASTED REVENUE

		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
R-2	Revenues from Other Governments				
R-2.1	State Aid	\$0	\$0	\$0	
R-2.2	Additional County Aid (non-treasurer)	\$0	\$0	\$0	
R-2.3	City (or Town) Aid	\$15,000	\$14,000	\$7,000	
R-2.4	Other (Specify) <u>Maint Agreement</u>	\$12,558	\$4,000	\$10,000	
R-2.5	Total Government Support	\$27,558	\$18,000	\$17,000	
R-3	Operating Revenues				
R-3.1	Customer Charges	\$0	\$0	\$0	
R-3.2	Sales of Goods or Services	\$0	\$0	\$0	
R-3.3	Other Assessments	\$0	\$0	\$0	
R-3.4	Total Operating Revenues	\$0	\$0	\$0	
R-4	Grants				
R-4.1	Direct Federal Grants	\$0	\$0	\$0	
R-4.2	Federal Grants thru State Agencies	\$24,574	\$26,000	\$90,000	\$90,000
R-4.3	Grants from State Agencies	\$0	\$0	\$0	
R-4.4	Total Grants	\$24,574	\$26,000	\$90,000	\$90,000
R-5	Miscellaneous Revenue				
R-5.1	Interest	\$4,393	\$6,000	\$6,000	\$6,000
R-5.2	Other: Specify <u>Wildland & RERT Response</u>	\$391,723	\$425,570	\$250,707	\$250,707
R-5.3	Other: Additional				
R-5.4	Total Miscellaneous	\$396,116	\$431,570	\$256,707	\$256,707
R-5.5	Total Forecasted Revenue	\$448,248	\$475,570	\$363,707	\$363,707
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	Vehicle Insurance				
R-6.4	<u>301 S Road 11 Land Sale</u>				
R-6.5					
R-6.6	Total Other Forecasted Revenue (a+b)				

Proposed Budget

Worland Fire Protection District #1

FYE 6/30/2019

NAME OF DISTRICT/BOARD

CAPITAL OUTLAY BUDGET

		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
E-1	Capital Outlay				
E-1.1	Real Property	\$0	\$0	\$0	
E-1.2	Vehicles	\$56,997	\$0	\$60,000	
E-1.3	Office Equipment	\$0	\$0	\$1,000	
E-1.4	Other (Specify)				
E-1.5	Facility Improvements	\$15,323	\$10,000	\$10,000	
E-1.6	Fire Equipment	\$0	\$205,000	\$0	
E-1.7					
E-1.8	TOTAL CAPITAL OUTLAY	\$72,320	\$215,000	\$71,000	

ADMINISTRATION BUDGET

		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
E-2	Personnel Services				
E-2.1	Administrator	\$66,631	\$66,631	\$66,631	
E-2.2	Secretary	\$0	\$0	\$0	
E-2.3	Clerical	\$14,611	\$15,730	\$15,730	
E-2.4	Other (Specify)				
E-2.5		\$0	\$0	\$0	
E-2.6		\$0	\$0	\$0	
E-2.7					
E-3	Board Expenses				
E-3.1	Travel	\$0	\$0	\$0	
E-3.2	Mileage	\$0	\$0	\$0	
E-3.3	Other (Specify)				
E-3.4		\$0	\$0	\$0	
E-3.5		\$0	\$0	\$0	
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		\$0	\$0	\$0	
E-4.5	Dispatch	\$26,570	\$28,151	\$32,130	
E-4.6					
E-5	Other Administrative Expenses				
E-5.1	Office Supplies	\$2,483	\$2,600	\$2,600	
E-5.2	Office equipment, rent & repair	\$0	\$0	\$0	
E-5.3	Education	\$0	\$0	\$0	
E-5.4	Registrations		\$0	\$0	
E-5.5	Other (Specify)				
E-5.6	Dues/Publications/Fees	\$915	\$933	\$1,000	
E-5.7	Chief's Expenses	\$1,714	\$2,500	\$2,500	
E-5.8					
E-6	TOTAL ADMINISTRATION	\$114,524	\$118,145	\$123,491	

Proposed Budget

Worland Fire Protection District #1

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	\$61,215	\$62,000	\$76,761	
E-7.2		Service Contracts	\$0	\$0	\$0	
E-7.3		Other (Specify)				
E-7.4		Water & Volunteer Incent	\$22,557	\$19,000	\$15,500	
E-7.5		Wildland /RERT Dispatch	\$162,920	\$182,000	\$150,000	
E-7.6						
E-8	Travel					
E-8.1		Mileage	\$0	\$0	\$0	
E-8.2		Other (Specify)				
E-8.3		Wildland Per Diem	\$10,638	\$17,000	\$15,000	
E-8.4			\$0	\$0	\$0	
E-8.5						
E-9	Operating supplies (List)					
E-9.1		Gasoline/ Oil	\$22,466	\$26,000	\$31,000	
E-9.2		Fire Maint/Tools/Supplies	\$25,936	\$46,000	\$31,650	
E-9.3		Fire Supplies	\$12,170	\$11,000	\$11,000	
E-9.4		Grant Purchases	\$22,198	\$90,000	\$90,000	
E-9.5						
E-10	Program Services (List)					
E-10.1		Leagal Advertising	\$217	\$616	\$1,000	
E-10.2		Election Expense	\$502	\$0	\$525	
E-10.3			\$0	\$0	\$0	
E-10.4			\$0	\$0	\$0	
E-10.5						
E-11	Contractual Arrangements (List)					
E-11.1		P O Box Rental	\$70	\$70	\$70	
E-11.2		Utilities	\$257	\$257	\$260	
E-11.3		Telephone	\$3,764	\$3,750	\$3,800	
E-11.4		Property Tax Road 11	\$553	\$553	\$0	
E-11.5						
E-12	Other operations (Specify)					
E-12.1		Grounds & Maintenance	\$13,449	\$12,000	\$12,000	
E-12.2		Training/Safety & Educati	\$9,814	\$12,500	\$14,500	
E-12.3		Supression & Response	\$6,063	\$4,000	\$12,000	
E-12.4		Fitness/ Wellness & Recu	\$17,713	\$17,500	\$20,500	
E-12.5						
E-13	TOTAL OPERATIONS		\$392,502	\$504,246	\$485,566	\$485,566

Proposed Budget

Worland Fire Protection District #1

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		\$25,616	\$25,000	\$25,500	
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	\$100	\$100	
E-14.6						
E-14.7						
E-15	Indirect payroll costs:					
E-15.1	FICA (Social Security) taxes		\$4,093	\$5,000	\$5,200	\$5,200
E-15.2	Workers Compensation		\$8,701	\$8,000	\$15,000	\$15,000
E-15.3	Unemployment Taxes		\$2,325	\$2,500	\$2,700	\$2,700
E-15.4	Retirement		\$14,079	\$14,000	\$15,450	\$15,450
E-15.5	Health Insurance		\$20,440	\$29,441	\$40,000	\$40,000
E-15.6	Other (Specify)		\$0	\$0	\$0	
E-15.7	<u>Employee Incentive</u>		\$20,104	\$16,196	\$18,000	\$18,000
E-15.8	<u>Wildland /RERT Payroll E</u>		\$21,806	\$19,000	\$20,000	\$20,000
E-15.9						
E-16	Depreciation Expenses					
E-17	TOTAL INDIRECT COSTS		\$117,264	\$119,237	\$141,950	\$141,950

DEBT SERVICE BUDGET

			2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
D-1	Debt Service					
D-1.1	Principal		\$0	\$0	\$0	
D-1.2	Interest		\$0	\$0	\$0	
D-1.3	Fees		\$0	\$0	\$0	
D-2	TOTAL DEBT SERVICE		\$0	\$0	\$0	\$0

Proposed Budget

Worland Fire Protection District #1

FYE 6/30/2019

NAME OF DISTRICT/BOARD

GENERAL FUNDS

		End of Year	Beginning	Beginning	
		2016-2017	2017-2018	2018-2019	Pending
		Actual	Estimated	Proposed	Approval
C-1	Balances at Beginning of Fiscal Year				
C-1.1	General Fund Checking Account Balance		\$0		
C-1.2	Savings and Investments Account Balance	\$172,942	\$172,942	\$175,000	
C-1.3	General Fund CD Balance		\$0		
C-1.4	All Other Funds		\$0		
C-1.5	Reserves (From Below)	\$1,183,544	\$1,183,544	\$1,340,031	\$1,340,031
C-1.6	Total Estimated Cash and Investments on Hand	\$1,356,486	\$1,356,486	\$1,515,031	
C-2	General Fund Reductions:				
C-2.1	a. Unpaid bills at FYE				
C-2.2	b. Reserves	\$1,310,096	\$1,340,031	\$1,340,031	
C-2.3	Total Deductions (a+b)	\$1,310,096	\$1,340,031	\$1,340,031	
C-2.4	Estimated Non-Restricted Funds Available	\$46,390	\$16,455	\$175,000	

DEPRECIATION RESERVE (CAPITAL OUTLAY - REPLACEMENT)

		2016-2017	2017-2018	2018-2019	Pending
		Actual	Estimated	Proposed	Approval
C-3	Beginning Balance in Reserve Account (end of previous year)	\$290,147	\$413,578	\$538,578	\$538,578
C-3.1	<i>Date of Reserve Approval in Minutes:</i> 5/17/2018				
C-3.2	Amount to be added to the reserve	\$123,431	\$330,000		
C-3.3	<i>Date of Reserve Approval in Minutes:</i> 5/17/2018				
C-3.4	SUB-TOTAL	\$413,578	\$743,578	\$538,578	\$538,578
C-3.5	Identify the amount to be spent from "Reserve for Capital Outlay"				
C-3.6	a. SCBA Replacement		\$205,000		
C-3.7	b. _____				
C-3.8	c. _____				
C-3.9	<i>Date of Reserve Approval in Minutes:</i> 5/18/2018				
C-3.10	TOTAL CAPITAL OUTLAY (a+b+c)	\$0	\$205,000	\$0	\$0
C-3.11	Balance to be retained in Depreciation Reserve Account	\$413,578	\$538,578	\$538,578	\$538,578
C-3.12					

OTHER RESTRICTED FUND BALANCES - RESERVE (LEGALLY ENFORCED)

		2016-2017	2017-2018	2018-2019	Pending
		Actual	Estimated	Proposed	Approval
C-4	Beginning Balance in Reserve Account (end of previous year)		\$0	\$0	\$0
C-4.1	<i>Date of Reserve Approval in Minutes:</i>				
C-4.2	Amount to be added to the reserve				
C-4.3	<i>Date of Reserve Approval in Minutes:</i>				
C-4.4	SUB-TOTAL	\$0	\$0	\$0	\$0
C-4.5	Identify the amount and project to be spent from "Other I"				
C-4.6	a. _____				
C-4.7	b. _____				
C-4.8	c. _____				
C-4.9	<i>Date of Reserve Approval in Minutes:</i>				
C-4.10	TOTAL OTHER RESERVE OUTLAY (a+b+c)	\$0	\$0	\$0	\$0
C-4.11	Balance to be retained in Other Reserve Account	\$0	\$0	\$0	\$0
C-4.12					

ASSIGNED FUND BALANCE (EMERGENCY RESERVE - NOT COMMITTED)

		2016-2017	2017-2018	2018-2019	Pending
		Actual	Estimated	Proposed	Approval
C-5	Beginning Balance in Reserve Account (end of previous year)	\$893,397	\$896,518	\$801,453	\$801,453
C-5.1	<i>Date of Reserve Approval in Minutes:</i>				
C-5.2	Amount to be added to the reserve	\$3,121	\$4,935		
C-5.3	<i>Date of Reserve Approval in Minutes:</i>				
C-5.4	SUB-TOTAL	\$896,518	\$901,453	\$801,453	\$801,453
C-5.5	Amount to be spent from Emergency Reserve (Cash)		\$100,000		
C-5.6	<i>Date of Reserve Approval in Minutes:</i>				
C-5.7	Balance to be retained in Assigned Fund Balance	\$896,518	\$801,453	\$801,453	\$801,453
C-5.8					
C-5.9	TOTAL TO BE SPENT	\$0	\$305,000	\$0	\$0