

Proposed Budget

Sweetwater Improvement and Service District	
Budget Hearing Information	
PO Box 879	Location: 92 Breakneck Rd, Newcastle, WY
Newcastle, WY 82701	Date: 7/16/2019
307-746-9600	Time: 6:00 PM
Weston County	Budget Prepared by: Shirley Parks

S-A	BUDGET MESSAGE	W.S. 16-4-104(d)
<p>This is the Proposed Budget for Fiscal Year 7/1/2019 through 6/30/2020. Revenue from monthly waterline maintenance fees are used to offset expenses for repairs and supplies as needed. The budget for Fiscal Year 7/1/2019 through 6/30/2020 will be approved at the Annual Public Meeting on July 16, 2019. Sweetwater and Improvement District has received grant funds from the Wyoming Water Development Commission in the amount of \$582,800 and from the State Land and Investment Board in the amount of \$277,200 for engineering costs and laying of a waterline which will allow Sweetwater to connect with the Cambria Improvement and Service. The completion of the project has been delayed due to unforeseen circumstances beyond Sweetwater I&S District's control. It is anticipated that the completion of the project will be in the fall of 2019.</p>		

S-B	RESERVE DESCRIPTION
<p>The District has added \$1000 to the Reserve account and now has \$35,000 in reserves.</p>	

S-C	
Names of Board Members	Date of End of Term
Donald Taylor	11/30/20
Tobey Cass	11/30/21
Shirley Parks	11/30/22
Jodi McGuire	4/30/20
Karmel Hoffman	1/16/22

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

If no above:	Are the records on file with the County Clerk as required by W.S. 16-12-303(c)?	Yes
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Where are the minutes of your board meeting available for public review?
 92 Breakneck Rd, Newcastle WY

How and where are the notices of meeting posted for the public?
 Notices are published in the local newspaper and letters are sent via the US Postal Office to members of the District.

Where are the public meetings held?
 92 Breakneck Rd, Newcastle, WY

PROPOSED BUDGET SUMMARY

OVERVIEW		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
S-1	Total Budgeted Expenditures	\$138,381	\$402,733	\$378,466	\$378,466
S-2	Total Principal to Pay on Debt	\$0	\$0	\$0	\$0
S-3	Total Change to Restricted Funds	-\$123,946	-\$385,686	-\$315,088	-\$315,088
S-4	Total General Fund and Forecasted Revenues Available	\$143,255	\$440,790	\$401,338	\$401,338
S-5	<i>Amount requested from County Commissioners</i>	\$0	\$0	\$0	\$0
S-6	Additional Funding Needed :			\$0	\$0

REVENUE SUMMARY		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
S-7	Operating Revenues	\$16,424	\$51,195	\$72,195	\$72,195
S-8	Tax levy (From the County Treasurer)	\$0	\$0	\$0	\$0
S-9	Government Support	\$0	\$0	\$0	\$0
S-10	Grants	\$123,943	\$386,686	\$317,088	\$317,088
S-11	Other County Support (Not from Co. Treas.)	\$0	\$0	\$0	\$0
S-12	Miscellaneous	\$22	\$43	\$55	\$55
S-13	Other Forecasted Revenue	\$0	\$0	\$0	\$0
S-14	Total Revenue	\$140,389	\$437,924	\$389,338	\$389,338

FY 7/1/19-6/30/20 Sweetwater Improvement and Service District

EXPENDITURE SUMMARY		2017-2018 Actual	2018-2019 Estimated	2019-2020 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	\$581	\$1,200	\$1,850	\$1,850
S-18	Operations	\$12,865	\$13,858	\$58,328	\$58,328
S-19	Indirect Costs	\$989	\$989	\$1,200	\$1,200
S-20R	Expenditures paid by Reserves	\$123,946	\$386,686	\$317,088	\$317,088
S-20	Total Expenditures	\$138,381	\$402,733	\$378,466	\$378,466

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	\$2,866	\$2,866	\$12,000	\$12,000
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	\$824,720	\$700,774	\$315,088	\$315,088
S-26	c. Bond Funds	\$0	\$0	\$0	\$0
	Total Reserves (a+b+c)	\$824,720	\$700,774	\$315,088	\$315,088
S-27	Amount to be added				
S-28	a. Sinking and Debt Service Funds	\$0	\$0	\$0	\$0
S-29	b. Reserves	\$0	\$1,000	\$2,000	\$2,000
S-30	c. Bond Funds	\$0	\$0	\$0	\$0
	Total to be added (a+b+c)	\$0	\$1,000	\$2,000	\$2,000
S-31	Subtotal	\$824,720	\$701,774	\$317,088	\$317,088
S-32	Less Total to be spent	\$123,946	\$386,686	\$317,088	\$317,088
S-33	TOTAL RESERVES AT END OF FISCAL YEAR	\$700,774	\$315,088	\$0	\$0

End of Summary

Date adopted by Special District _____

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

DISTRICT ADDRESS: PO Box 879
Newcastle, WY 82701

DISTRICT PHONE: 307-746-9600

PREPARED BY: Shirley Parks

Proposed Budget

Sweetwater Improvement and Service District
 NAME OF DISTRICT/BOARD _____

FYE 6/30/2020 _____

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)				
R-1.2	Other County Support				

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				
R-2.4	Other (Specify) _____				
R-2.5	Total Government Support	\$0	\$0	\$0	\$0
R-3	Operating Revenues				
R-3.1	Customer Charges	\$9,180	\$37,500	\$58,500	\$58,500
R-3.2	Sales of Goods or Services				
R-3.3	Other Assessments	\$7,244	\$13,695	\$13,695	\$13,695
R-3.4	Total Operating Revenues	\$16,424	\$51,195	\$72,195	\$72,195
R-4	Grants				
R-4.1	Direct Federal Grants				
R-4.2	Federal Grants thru State Agencies				
R-4.3	Grants from State Agencies	\$123,943	\$386,686	\$317,088	\$317,088
R-4.4	Total Grants	\$123,943	\$386,686	\$317,088	\$317,088
R-5	Miscellaneous Revenue				
R-5.1	Interest				
R-5.2	Other: Specify _____ PreCorp Capital Credit	\$22	\$43	\$55	\$55
R-5.3	Other: Additional				
R-5.4	Total Miscellaneous	\$22	\$43	\$55	\$55
R-5.5	Total Forecasted Revenue	\$140,389	\$437,924	\$389,338	\$389,338
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	\$0

Proposed Budget

Sweetwater Improvement and Service District
 NAME OF DISTRICT/BOARD

FYE 6/30/2020

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					
E-1.4	Other (Specify)					
E-1.5	_____					
E-1.6	_____					
E-1.7						
E-1.8	TOTAL CAPITAL OUTLAY		\$0	\$0	\$0	\$0

ADMINISTRATION BUDGET

			2017-2018 Actual	2018-2019 Estimated	2019-2020 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	_____					
E-2.6	_____					
E-2.7						
E-3	Board Expenses					
E-3.1	Travel		\$0	\$500	\$500	\$500
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		\$150	\$100	\$500	\$500
E-4.2	Accounting/Auditing					
E-4.3	Other (Specify)					
E-4.4	_____					
E-4.5	_____					
E-4.6						
E-5	Other Administrative Expenses					
E-5.1	Office Supplies		\$431	\$600	\$850	\$850
E-5.2	Office equipment, rent & repair					
E-5.3	Education					
E-5.4	Registrations					
E-5.5	Other (Specify)					
E-5.6	_____					
E-5.7	_____					
E-5.8						
E-6	TOTAL ADMINISTRATION		\$581	\$1,200	\$1,850	\$1,850

Proposed Budget

Sweetwater Improvement and Service District

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					
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					
E-8.2	Other (Specify)					
E-8.3	_____					
E-8.4	_____					
E-8.5	_____					
E-9	Operating supplies (List)					
E-9.1	Water Treatment		\$0	\$348	\$375	\$375
E-9.2	Waterline Repair		\$828	\$7,000	\$35,000	\$35,000
E-9.3	Meeting Room Rent		\$0	\$0	\$100	\$100
E-9.4	Advertising		\$188	\$320	\$500	\$500
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	_____					
E-11.2	_____					
E-11.3	_____					
E-11.4	_____					
E-11.5	_____					
E-12	Other operations (Specify)					
E-12.1	Water Analysis		\$770	\$1,350	\$1,500	\$1,500
E-12.2	Utilities Electrical		\$0	\$640	\$1,200	\$1,200
E-12.3	Engineering		\$0	\$0	\$2,000	\$2,000
E-12.4	System Operator		\$1,375	\$1,200	\$1,500	\$1,500
E-12.5	see additional details		\$9,703	\$3,000	\$16,153	\$16,153
E-13	TOTAL OPERATIONS		\$12,865	\$13,858	\$58,328	\$58,328

Proposed Budget

Sweetwater Improvement and Service District

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		\$989	\$989	\$1,200	\$1,200
E-14.2	Buildings and vehicles					
E-14.3	Equipment					
E-14.4	Other (Specify)					
E-14.5	_____					
E-14.6	_____					
E-14.7						
E-15	Indirect payroll costs:					
E-15.1	FICA (Social Security) taxes					
E-15.2	Workers Compensation					
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-17	TOTAL INDIRECT COSTS		\$989	\$989	\$1,200	\$1,200

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

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NAME OF DISTRICT/BOARD

FYE 6/30/2020

GENERAL FUNDS

		End of Year	Beginning	Beginning	
		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
C-1	Balances at Beginning of Fiscal Year				
C-1.1	General Fund Checking Account Balance	\$2,866	\$2,866	\$12,000	\$12,000
C-1.2	Savings and Investments Account Balance		\$0		
C-1.3	General Fund CD Balance		\$0		
C-1.4	All Other Funds		\$0		
C-1.5	Reserves (From Below)	\$700,774	\$700,774	\$0	\$0
C-1.6	Total Estimated Cash and Investments on Hand	\$703,640	\$703,640	\$12,000	\$12,000
C-2	General Fund Reductions:				
C-2.1	a. Unpaid bills at FYE				
C-2.2	b. Reserves	\$700,774	\$315,088	\$0	\$0
C-2.3	Total Deductions (a+b)	\$700,774	\$315,088	\$0	\$0
C-2.4	Estimated Non-Restricted Funds Available	\$2,866	\$388,552	\$12,000	\$12,000

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-3.1	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

RESERVES

		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
C-4	Beginning Balance in Reserve Account (end of previous year)	\$824,720	\$700,774	\$315,088	\$315,088
C-4.1	Beginning Balance in Reserve Account (end of previous year)	\$824,720	\$700,774	\$315,088	\$315,088
C-4.2	Date of Reserve Approval in Minutes: _____				
C-4.3	Amount to be added to the reserve		\$1,000	\$2,000	\$2,000
C-4.4	Date of Reserve Approval in Minutes: _____				
C-4.5	SUB-TOTAL	\$824,720	\$701,774	\$317,088	\$317,088
C-4.6	Identify the amount and project to be spent				
C-4.7	a. SLIB MRG Construction	\$6,691	\$184,629	\$241,945	\$241,945
C-4.8	b. WWDC Construction	\$117,254	\$202,057	\$75,143	\$75,143
C-4.9	c. _____				
C-4.10	Date of Reserve Approval in Minutes: _____				
C-4.11	TOTAL OTHER RESERVE OUTLAY (a+b+c)	\$123,946	\$386,686	\$317,088	\$317,088
C-4.12	Balance to be retained	\$700,774	\$315,088	\$0	\$0

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-5.1	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	\$123,946	\$386,686	\$317,088	\$317,088

