

Proposed Budget

Weston County Fire Protection District	
Budget Hearing Information	
PO Box 937	Location: Fire Hall 17 Fairgrounds RD Newcastle WY
Newcastle WY 82701	Date: 7/15/2019
(307) 746-2031	Time: 4:30 p.m.
Weston County	Budget Prepared by: Daniel Tysdal

S-A BUDGET MESSAGE W.S. 16-4-104(d)

Due to decreased funding the past several years and no indication of substantial improvement in the immediate future, the financial policies of the Weston County Fire Protection District will again be quite stringent for Fiscal Year 2019-2020. These policies emphasize maintaining adequate reserves of cash for general operating between revenue gaps, maintaining reserves for catastrophic fire suppression and any other emergency situation that may arise as well as maintaining a depreciation reserve for replacement of capital equipment. Last year the District attempted to maintain the reduced spending levels of the prior fiscal year. However, in an effort to maintain and improve our firefighting equipment, there was an increase in spending levels in the Repairs & Maintenance line item as well as the investment in a new water tender reflected in Fire Equipment under Capital Outlay. A similarly conservative and realistic approach will be taken again this year in an effort to conserve cash to supplement future budgets. The E12.2 Emergency Relief line item will be readily available if unforeseen emergencies should occur or be available as cash carry-over to allocate in future budgets. As in years past, we will have a great deal of revenue and expenditures for the wildland/urban interface projects completed through the Fuels Mitigation Coordinator. This year, the revenue and expenditure lines associated with the fuels mitigation program have increased substantially in anticipation of another grant award. This is pass-through money and no local match dollars are required, therefore the expenditures are offset by the revenue. The Fire District has significant grant money available for use by the Mitigation Coordinator, so there is a large amount of both revenue and expenses associated with those line items – R4.2 and E10.3. Another large area, for both revenue and expenses, is in Project Fire Costs. As fire activity increases throughout the nation, we expect to have firefighters dispatched to several out of county incidents. Both the anticipated revenue and expenditures, recorded in the R5.2 and E7.1, E15 and E12.3 categories, reflect those anticipated dispatches this season. Any associated expenses with these assignments are billed to the incident and our firefighters are paid with reimbursed funds. The Weston County Fire Protection District formally requests three full mills funding, as even if it exceeds budgeted figures, any additional amounts will be carried forward and allocated to future expenditures; thereby allowing the District to provide its constituents a high level of service and protection while remaining fiscally conservative. We would also like to acknowledge the invaluable service and commitment our volunteer firefighters provide to the District and to the citizens of Weston County.

S-B RESERVE DESCRIPTION

The Weston County Fire Protection District has a \$100,000.00 Depreciation Reserve for the replacement of capital equipment, a \$225,000.00 Cash Operating Reserve for general operating between revenue gaps, a \$150,000.00 Fire Suppression Reserve for catastrophic fire suppression as well as a \$150,000.00 Emergency Reserve for any other emergency situation that may arise, for a total of \$625,000.00 in reserves.

S-C

Names of Board Members	Date of End of Term	Does the district have regular office hours exceeding 20 hours per week?
Rick Wehri	11/8/22	<input checked="" type="checkbox"/> Yes
Shane Sweet	11/3/20	
Phil Lipp	11/3/20	

If Yes, enter

Address of office: 3166 West Main Street

City, State, Zip: Newcastle WY 82701

Phone Number: (307) 746-2031

Hours Open: Monday - Friday 8 a.m. - 5 p.m.

Where are the minutes of your board meeting available for public review?
 District Office 3166 West Main Street Newcastle WY 82701

How and where are the notices of meeting posted for the public?
 Door Sign - District Office

Where are the public meetings held?
 Fire Hall 17 Fairgrounds RD Newcastle WY 82701

PROPOSED BUDGET SUMMARY

OVERVIEW	2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
S-1 Total Budgeted Expenditures	\$620,640	\$621,235	\$1,872,691	\$1,872,691
S-2 Total Principal to Pay on Debt	\$0	\$0	\$0	\$0
S-3 Total Change to Restricted Funds	\$0	\$0	\$0	\$0
S-4 Total General Fund and Forecasted Revenues Available	\$1,397,164	\$1,308,306	\$1,872,691	\$1,872,691
S-5 <i>Amount requested from County Commissioners</i>	\$380,258	\$389,102	\$407,370	\$407,370
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)	\$329,260	\$341,596	\$358,510	\$358,510
S-9 Government Support	\$0	\$0	\$0	\$0
S-10 Grants	\$124,367	\$56,822	\$455,092	\$455,092
S-11 Other County Support (Not from Co. Treas.)	\$50,998	\$47,506	\$48,860	\$48,860
S-12 Miscellaneous	\$195,696	\$165,539	\$322,060	\$322,060
S-13 Other Forecasted Revenue	\$0	\$0	\$0	\$0
S-14 Total Revenue	\$700,321	\$611,463	\$1,184,522	\$1,184,522

FY 7/1/19-6/30/20 Weston County Fire Protection District

EXPENDITURE SUMMARY	2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
S-15 Capital Outlay	\$37,229	\$142,323	\$138,000	\$138,000
S-16 Interest and Fees On Debt	\$0	\$0	\$0	\$0
S-17 Administration	\$70,703	\$71,470	\$89,510	\$89,510
S-18 Operations	\$417,495	\$304,927	\$1,448,501	\$1,448,501
S-19 Indirect Costs	\$95,213	\$102,515	\$196,680	\$196,680
S-20R Expenditures paid by Reserves	\$0	\$0	\$0	\$0
S-20 Total Expenditures	\$620,640	\$621,235	\$1,872,691	\$1,872,691

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	\$696,843	\$696,843	\$688,169	\$688,169

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	\$625,000	\$625,000	\$625,000	\$625,000
S-26 c. Bond Funds	\$0	\$0	\$0	\$0
Total Reserves (a+b+c)	\$625,000	\$625,000	\$625,000	\$625,000
S-27 Amount to be added				
S-28 a. Sinking and Debt Service Funds	\$0	\$0	\$0	\$0
S-29 b. Reserves	\$0	\$0	\$0	\$0
S-30 c. Bond Funds	\$0	\$0	\$0	\$0
Total to be added (a+b+c)	\$0	\$0	\$0	\$0
S-31 Subtotal	\$625,000	\$625,000	\$625,000	\$625,000
S-32 Less Total to be spent	\$0	\$0	\$0	\$0
S-33 TOTAL RESERVES AT END OF FISCAL YEAR	\$625,000	\$625,000	\$625,000	\$625,000

End of Summary

Date adopted by Special District _____

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

DISTRICT ADDRESS: PO Box 937
Newcastle WY 82701

PREPARED BY: Daniel Tysdal

DISTRICT PHONE: (307) 746-2031

Proposed Budget

Weston County Fire Protection District _____

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)	\$329,260	\$341,596	\$358,510	\$358,510
R-1.2	Other County Support	\$50,998	\$47,506	\$48,860	\$48,860

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				
R-3.2	Sales of Goods or Services				
R-3.3	Other Assessments				
R-3.4	Total Operating Revenues	\$0	\$0	\$0	\$0
R-4	Grants				
R-4.1	Direct Federal Grants				
R-4.2	Federal Grants thru State Agencies	\$124,367	\$56,822	\$455,092	\$455,092
R-4.3	Grants from State Agencies	\$0	\$0	\$0	\$0
R-4.4	Total Grants	\$124,367	\$56,822	\$455,092	\$455,092
R-5	Miscellaneous Revenue				
R-5.1	Interest	\$8,942	\$21,353	\$17,000	\$17,000
R-5.2	Other: Specify _____ Other _____	\$186,753	\$144,186	\$305,060	\$305,060
R-5.3	Other: Additional _____				
R-5.4	Total Miscellaneous	\$195,696	\$165,539	\$322,060	\$322,060
R-5.5	Total Forecasted Revenue	\$320,063	\$222,361	\$777,152	\$777,152
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

Weston County Fire Protection District

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	\$0	\$0	\$5,000	\$5,000
E-1.4	Other (Specify)				
E-1.5	Fire Equipment	\$36,554	\$142,323	\$128,000	\$128,000
E-1.6	Shop Equipment	\$675	\$0	\$5,000	\$5,000
E-1.7					
E-1.8	TOTAL CAPITAL OUTLAY	\$37,229	\$142,323	\$138,000	\$138,000

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	Warden & Deputy	\$62,720	\$63,760	\$63,760	\$63,760
E-2.6					
E-2.7					
E-3	Board Expenses				
E-3.1	Travel	\$0	\$0	\$0	
E-3.2	Mileage	\$203	\$339	\$1,000	\$1,000
E-3.3	Other (Specify)				
E-3.4					
E-3.5					
E-3.6					
E-4	Contractual Services				
E-4.1	Legal	\$0	\$0	\$4,000	\$4,000
E-4.2	Accounting/Auditing	\$1,750	\$1,750	\$4,000	\$4,000
E-4.3	Other (Specify)				
E-4.4	Cleaning Services	\$0	\$1,100	\$4,500	\$4,500
E-4.5					
E-4.6					
E-5	Other Administrative Expenses				
E-5.1	Office Supplies	\$2,089	\$2,747	\$4,000	\$4,000
E-5.2	Office equipment, rent & repair	\$112	\$128	\$2,000	\$2,000
E-5.3	Education				
E-5.4	Registrations				
E-5.5	Other (Specify)				
E-5.6	Postage/Del & Advertise	\$2,022	\$688	\$3,750	\$3,750
E-5.7	Donation Drive Expenses	\$1,807	\$958	\$2,500	\$2,500
E-5.8					
E-6	TOTAL ADMINISTRATION	\$70,703	\$71,470	\$89,510	\$89,510

Proposed Budget

Weston County Fire Protection 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	\$158,117	\$118,591	\$264,660	\$264,660
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	\$1,139	\$177	\$3,000	\$3,000
E-8.2	Other (Specify)				
E-8.3	Meals/Rooms/Schools	\$4,879	\$2,673	\$12,000	\$12,000
E-8.4	_____				
E-8.5	_____				
E-9	Operating supplies (List)				
E-9.1	Operating Supplies	\$25,911	\$24,783	\$129,500	\$129,500
E-9.2	Repairs & Maintenance	\$42,070	\$59,726	\$128,000	\$128,000
E-9.3	Suppression Food/Drink	\$3,136	\$1,767	\$18,000	\$18,000
E-9.4	_____				
E-9.5	_____				
E-10	Program Services (List)				
E-10.1	Dispatch Expenses	\$3,360	\$3,360	\$7,500	\$7,500
E-10.2	Coop Fees	\$0	\$0	\$0	
E-10.3	Fed Grants & Match	\$119,179	\$60,156	\$475,092	\$475,092
E-10.4	Suppression Eq/Services	\$1,029	\$1,500	\$100,000	\$100,000
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	Utilities	\$21,062	\$19,681	\$37,000	\$37,000
E-12.2	Emergency Relief	\$19,515	\$0	\$228,749	\$228,749
E-12.3	Other	\$18,100	\$12,513	\$45,000	\$45,000
E-12.4	_____				
E-12.5	_____				
E-13	TOTAL OPERATIONS	\$417,495	\$304,927	\$1,448,501	\$1,448,501

Proposed Budget

Weston County Fire Protection 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		\$2,683	\$2,976	\$8,000	\$8,000
E-14.2	Buildings and vehicles		\$9,152	\$8,997	\$15,000	\$15,000
E-14.3	Equipment					
E-14.4	Other (Specify)					
E-14.5	<u>Fire Suppression Dues</u>		\$7,141	\$7,272	\$10,000	\$10,000
E-14.6	<u>Fidelity Bonds</u>		\$300	\$400	\$800	\$800
E-14.7						
E-15	Indirect payroll costs:					
E-15.1	FICA (Social Security) taxes		\$16,894	\$13,952	\$25,200	\$25,200
E-15.2	Workers Compensation		\$13,512	\$23,006	\$67,200	\$67,200
E-15.3	Unemployment Taxes		\$7	\$0	\$8,000	\$8,000
E-15.4	Retirement		\$24,748	\$24,335	\$31,600	\$31,600
E-15.5	Health Insurance		\$14,500	\$15,607	\$22,000	\$22,000
E-15.6	Other (Specify)					
E-15.7	<u>Volunteer FF Pension</u>		\$6,120	\$5,940	\$8,280	\$8,280
E-15.8	<u>Volunteer FF Mutual Aid</u>		\$156	\$30	\$600	\$600
E-15.9						
E-17	TOTAL INDIRECT COSTS		\$95,213	\$102,515	\$196,680	\$196,680

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

Weston County Fire Protection District

FYE 6/30/2020

NAME OF DISTRICT/BOARD

GENERAL FUNDS

		<i>End of Year</i>	<i>Beginning</i>	<i>Beginning</i>	
		2017-2018	2018-2019	2019-2020	Pending
		Actual	Estimated	Proposed	Approval
C-1	Balances at Beginning of Fiscal Year				
C-1.1	General Fund Checking Account Balance	\$168,572	\$168,572	\$142,034	\$142,034
C-1.2	Savings and Investments Account Balance	\$373,554	\$373,554	\$272,361	\$272,361
C-1.3	General Fund CD Balance	\$101,891	\$101,891	\$273,161	\$273,161
C-1.4	All Other Funds	\$52,827	\$52,827	\$613	\$613
C-1.5	Reserves (From Below)	\$625,000	\$625,000	\$625,000	\$625,000
C-1.6	Total Estimated Cash and Investments on Hand	\$1,321,843	\$1,321,843	\$1,313,169	\$1,313,169
C-2	General Fund Reductions:				
C-2.1	a. Unpaid bills at FYE				
C-2.2	b. Reserves	\$625,000	\$625,000	\$625,000	\$625,000
C-2.3	Total Deductions (a+b)	\$625,000	\$625,000	\$625,000	\$625,000
C-2.4	Estimated Non-Restricted Funds Available	\$696,843	\$696,843	\$688,169	\$688,169

SINKING & DEBT SERVICE FUNDS

		2017-2018	2018-2019	2019-2020	Pending
		Actual	Estimated	Proposed	Approval
C-3					
C-3.1	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	2018-2019	2019-2020	Pending
		Actual	Estimated	Proposed	Approval
C-4					
C-4.1	Beginning Balance in Reserve Account (end of previous year)	\$625,000	\$625,000	\$625,000	\$625,000
C-4.2	<i>Date of Reserve Approval in Minutes:</i> Reaffirmed 7/11/2018				
C-4.3	Amount to be added to the reserve				
C-4.4	<i>Date of Reserve Approval in Minutes:</i>				
C-4.5	SUB-TOTAL	\$625,000	\$625,000	\$625,000	\$625,000
C-4.6	Identify the amount and project to be spent				
C-4.7	a. _____				
C-4.8	b. _____				
C-4.9	c. _____				
C-4.10	<i>Date of Reserve Approval in Minutes:</i>				
C-4.11	TOTAL OTHER RESERVE OUTLAY (a+b+c)	\$0	\$0	\$0	\$0
C-4.12	Balance to be retained	\$625,000	\$625,000	\$625,000	\$625,000

BOND FUNDS

		2017-2018	2018-2019	2019-2020	Pending
		Actual	Estimated	Proposed	Approval
C-5					
C-5.1	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	\$0	\$0	\$0	\$0