

## Amended Budget

Sunset Ranch Water District	
Budget Hearing Information	
P O Box 624	Location: The Fountain Inn
Newcastle, Wyoming 82701	Date: May 9th, 2017
307 941 0018	Time: 5:30 p.m.
Weston County	Budget Prepared by: Victoria Heller

Date of Amended Budget Approval: 08/08/17

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

Sunset Ranch Water District is a small water district in Newcastle, Wyoming. We have 27 active members. Each of our members pays \$55.00 per month for access to 10,000 gallons of water. Usage over the 10,000 gallons is billed to each member at the rate of \$3.50 per 1,000 gallons.

We purchase our water from the City of Newcastle.

This final budget for the fiscal year ending June 30, 2018 is nearly identical to the current year's budget; with the following exceptions:

1. We have increased the cost of our water purchases to \$7,500 because we anticipate a price increase from the City of Newcastle.
2. The Office of Land and Investments has increased our rent for the land underneath our meter house to \$715 for the forthcoming fiscal year.
3. We contracted with a new system operator whose hourly rate is \$45 rather than \$35 - so we increased our anticipated annual cost to \$4,000.
4. The only other change was a small increase in our advertising budget to \$300 because we will have an election in November.

These four increases have resulted in our income and expenses being equal for the next fiscal year.

**S-B RESERVE DESCRIPTION**

**S-C**

Names of Board Members	Date of End of Term
Michael Szuma	12/31/19
Victoria Heller	12/31/19
Jim Varner	12/31/19
Rick Dunford	12/31/17
Cynthia Brown	12/31/17

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

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**If no above:** Are the records on file with the County Clerk as required by W.S. 16-12-303(c)? Yes

Where are the minutes of your board meeting available for public review?  
Weston County Clerk's office or by request from our Secretary, Victoria Heller, 307 941 0018

How and where are the notices of meeting posted for the public?  
Each monthly meeting is noticed on the monthly bills that we send to every member.

Where are the public meetings held?  
The Fountain Inn, Newcastle, Wyoming

## AMENDED BUDGET SUMMARY

OVERVIEW		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Final Approval	Amended Budget
S-1	Total Budgeted Expenditures	\$16,329	\$23,313	\$21,215	\$21,215	\$25,615
S-2	Total Principal to Pay on Debt	\$0	\$0	\$0	\$0	\$0
S-3	Total Change to Restricted Funds	\$0	\$0	\$0	\$0	\$0
S-4	Total General Fund and Forecasted Revenues Available	\$137,874	\$142,976	\$138,165	\$138,165	\$133,465
S-5	Amount requested from County Commissioners	\$2,808	\$2,751	\$2,350	\$2,350	\$2,350
S-6	<b>Additional Funding Needed :</b>			<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

REVENUE SUMMARY		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Final Approval	Amended Budget
S-7	Operating Revenues	\$18,600	\$18,125	\$18,480	\$18,480	\$18,480
S-8	Tax levy (From the County Treasurer)	\$2,808	\$2,751	\$2,350	\$2,350	\$2,350
S-9	Government Support	\$0	\$0	\$0	\$0	\$0
S-10	Grants	\$0	\$0	\$0	\$0	\$0
S-11	Other County Support (Not from Co. Treas.)	\$0	\$0	\$0	\$0	\$0
S-12	Miscellaneous	\$371	\$5,150	\$385	\$385	\$385
S-13	Other Forecasted Revenue	\$0	\$0	\$0	\$0	\$0
S-14	<b>Total Revenue</b>	<b>\$21,779</b>	<b>\$26,026</b>	<b>\$21,215</b>	<b>\$21,215</b>	<b>\$21,215</b>

FY 7/1/17-6/30/18

Sunset Ranch Water District

EXPENDITURE SUMMARY		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Final Approval	Amended Budget
S-15	Capital Outlay	\$288	\$495	\$715	\$715	\$715
S-16	Interest and Fees On Debt	\$0	\$0	\$0	\$0	\$0
S-17	Administration	\$270	\$346	\$740	\$740	\$740
S-18	Operations	\$15,172	\$21,872	\$19,160	\$19,160	\$23,560
S-19	Indirect Costs	\$600	\$600	\$600	\$600	\$600
S-20	<b>Total Expenditures</b>	<b>\$16,329</b>	<b>\$23,313</b>	<b>\$21,215</b>	<b>\$21,215</b>	<b>\$25,615</b>

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

CASH AND INVESTMENTS		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Final Approval	Amended Budget
S-22	<b>TOTAL GENERAL FUNDS</b>	<b>\$116,095</b>	<b>\$116,950</b>	<b>\$116,950</b>	<b>\$116,950</b>	<b>\$112,250</b>
<b>Summary of Reserve Funds</b>						
S-23	<b>Beginning Balance in Reserve Accounts</b>					
S-24	a. Depreciation Reserve	\$0	\$0	\$0	\$0	\$0
S-25	b. Other Reserve	\$0	\$0	\$0	\$0	\$0
S-26	c. Emergency Reserve (Cash)	\$0	\$0	\$0	\$0	\$0
	<b>Total Reserves (a+b+c)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
S-27	<b>Amount to be added</b>					
S-28	a. Depreciation Reserve	\$0	\$0	\$0	\$0	\$0
S-29	b. Other Reserve	\$0	\$0	\$0	\$0	\$0
S-30	c. Emergency Reserve (Cash)	\$0	\$0	\$0	\$0	\$0
	<b>Total to be added (a+b+c)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
S-31	<b>Subtotal</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
S-32	<b>Less Total to be spent</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
S-33	<b>TOTAL RESERVES AT END OF FISCAL YEAR</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

*End of Summary*

Date adopted by Special District 5/9/2017

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

DISTRICT ADDRESS: P O Box 624  
Newcastle, Wyoming 82701

PREPARED BY: Victoria Heller

DISTRICT PHONE: 307 941 0018



## Amended Budget

Sunset Ranch Water District  
 NAME OF DISTRICT/BOARD \_\_\_\_\_

FYE 6/30/2018

### PROPERTY TAXES AND ASSESSMENTS

		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Final Approval	Amended Budget
R-1	<b>Property Taxes and Assessments Received</b>					
R-1.1	Tax Levy (From the County Treasurer)	\$2,808	\$2,751	\$2,350	\$2,350	\$2,350
R-1.2	Other County Support					

### FORECASTED REVENUE

		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Final Approval	Amended Budget
R-2	<b>Revenues from Other Governments</b>					
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	<b>Total Government Support</b>	\$0	\$0	\$0	\$0	\$0
R-3	<b>Operating Revenues</b>					
R-3.1	Customer Charges	\$18,600	\$18,125	\$18,480	\$18,480	\$18,480
R-3.2	Sales of Goods or Services					
R-3.3	Other Assessments					
R-3.4	<b>Total Operating Revenues</b>	\$18,600	\$18,125	\$18,480	\$18,480	\$18,480
R-4	<b>Grants</b>					
R-4.1	Direct Federal Grants					
R-4.2	Federal Grants thru State Agencies					
R-4.3	Grants from State Agencies					
R-4.4	<b>Total Grants</b>	\$0	\$0	\$0	\$0	\$0
R-5	<b>Miscellaneous Revenue</b>					
R-5.1	Interest	\$371	\$650	\$385	\$385	\$385
R-5.2	Other: Specify <u>Tap Fee</u>	\$0	\$4,500	\$0		
R-5.3	Other: Additional					
R-5.4	<b>Total Miscellaneous</b>	\$371	\$5,150	\$385	\$385	\$385
R-5.5	<b>Total Forecasted Revenue</b>	\$18,971	\$23,275	\$18,865	\$18,865	\$18,865
R-6	<b>Other Forecasted Revenue</b>					
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	<b>Total Other Forecasted Revenue (a+b)</b>	\$0	\$0	\$0	\$0	\$0

# Amended Budget

Sunset Ranch Water District  
 NAME OF DISTRICT/BOARD \_\_\_\_\_

FYE 6/30/2018 \_\_\_\_\_

## CAPITAL OUTLAY BUDGET

		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Final Approval	Amended Budget
<b>E-1</b>	<b>Capital Outlay</b>					
E-1.1	Real Property					
E-1.2	Vehicles					
E-1.3	Office Equipment					
E-1.4	Other (Specify)					
E-1.5	<u>Land Lease Meter House</u>	\$288	\$495	\$715	\$715	\$715
E-1.6	_____					
E-1.7	_____					
E-1.8	<b>TOTAL CAPITAL OUTLAY</b>	\$288	\$495	\$715	\$715	\$715

## ADMINISTRATION BUDGET

		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Final Approval	Amended Budget
<b>E-2</b>	<b>Personnel Services</b>					
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	_____					
<b>E-3</b>	<b>Board Expenses</b>					
E-3.1	Travel					
E-3.2	Mileage					
E-3.3	Other (Specify)					
E-3.4	_____					
E-3.5	_____					
E-3.6	_____					
<b>E-4</b>	<b>Contractual Services</b>					
E-4.1	Legal			\$150	\$150	\$150
E-4.2	Accounting/Auditing					
E-4.3	Other (Specify)					
E-4.4	_____					
E-4.5	_____					
E-4.6	_____					
<b>E-5</b>	<b>Other Administrative Expenses</b>					
E-5.1	Office Supplies	\$62	\$121	\$200	\$200	\$200
E-5.2	Office equipment, rent & repair					
E-5.3	Education					
E-5.4	Registrations					
E-5.5	Other (Specify)					
E-5.6	<u>Postage and Copies</u>	\$188	\$205	\$370	\$370	\$370
E-5.7	<u>Safe Deposit Box</u>	\$20	\$20	\$20	\$20	\$20
E-5.8	_____					
<b>E-6</b>	<b>TOTAL ADMINISTRATION</b>	\$270	\$346	\$740	\$740	\$740

# Amended Budget

Sunset Ranch Water District

FYE 6/30/2018

**OPERATIONS BUDGET**

		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Final Approval	Amended Budget
<b>E-7</b>	<b>Personnel Services</b>					
E-7.1	Wages--Operations					
E-7.2	Service Contracts					
E-7.3	Other (Specify)					
E-7.4	Meter Reading Service	\$2,864	\$3,204	\$2,400	\$2,400	\$2,400
E-7.5	Billing Services	\$1,750	\$2,025	\$2,100	\$2,100	\$2,100
E-7.6						
<b>E-8</b>	<b>Travel</b>					
E-8.1	Mileage					
E-8.2	Other (Specify)					
E-8.3						
E-8.4						
E-8.5						
<b>E-9</b>	<b>Operating supplies (List)</b>					
E-9.1	Insulation Rings	\$0	\$779	\$0		
E-9.2						
E-9.3						
E-9.4						
E-9.5						
<b>E-10</b>	<b>Program Services (List)</b>					
E-10.1						
E-10.2						
E-10.3						
E-10.4						
E-10.5						
<b>E-11</b>	<b>Contractual Arrangements (List)</b>					
E-11.1	System Operator	\$2,441	\$4,475	\$4,000	\$4,000	\$4,000
E-11.2	Water Purchased - Net	\$4,732	\$5,366	\$6,300	\$6,300	\$6,300
E-11.3	One Call of Wyoming	\$374	\$250	\$285	\$285	\$285
E-11.4	Maintenance Equipment	\$1,200	\$3,740	\$1,500	\$1,500	\$1,500
E-11.5						
<b>E-12</b>	<b>Other operations (Specify)</b>					
E-12.1	Water Testing	\$466	\$505	\$675	\$675	\$675
E-12.2	Electricity	\$1,180	\$1,418	\$1,600	\$1,600	\$1,600
E-12.3	Advertising/Publication	\$165	\$110	\$300	\$300	\$4,700
E-12.4	Replace/Upgrade Butterfly					
E-12.5						
<b>E-13</b>	<b>TOTAL OPERATIONS</b>	<b>\$15,172</b>	<b>\$21,872</b>	<b>\$19,160</b>	<b>\$19,160</b>	<b>\$23,560</b>

# Amended Budget

Sunset Ranch Water District \_\_\_\_\_

FYE 6/30/2018

## INDIRECT COSTS BUDGET

			2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Final Approval	Amended Budget
E-14	<b>Insurance</b>						
E-14.1	Liability		\$500	\$500	\$500	\$500	\$500
E-14.2	Buildings and vehicles						
E-14.3	Equipment						
E-14.4	Other (Specify)						
E-14.5	<u>Bond</u>		\$100	\$100	\$100	\$100	\$100
E-14.6	_____						
E-14.7	_____						
E-15	<b>Indirect payroll costs:</b>						
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-16	<b>Depreciation Expenses</b>						
E-17	<b>TOTAL INDIRECT COSTS</b>		\$600	\$600	\$600	\$600	\$600

## DEBT SERVICE BUDGET

			2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Final Approval	Amended Budget
D-1	<b>Debt Service</b>						
D-1.1	Principal						
D-1.2	Interest						
D-1.3	Fees						
D-2	<b>TOTAL DEBT SERVICE</b>		\$0	\$0	\$0	\$0	\$0

# Amended Budget

Sunset Ranch Water District  
 NAME OF DISTRICT/BOARD

FYE 6/30/2018

## GENERAL FUNDS

		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Final Approval	Amended Budget
<b>C-1</b>	<b>Balances at Beginning of Fiscal Year</b>					
C-1.1	General Fund Checking Account Balance	\$5,816	\$6,000	\$6,000	\$6,000	\$1,300
C-1.2	Savings and Investments Account Balance	\$110,279	\$110,950	\$110,950	\$110,950	\$110,950
C-1.3	General Fund CD Balance					
C-1.4	All Other Funds					
C-1.5	Reserves (From Below)	\$0	\$0	\$0	\$0	\$0
C-1.6	<b>Total Estimated Cash and Investments on Hand</b>	<b>\$116,095</b>	<b>\$116,950</b>	<b>\$116,950</b>	<b>\$116,950</b>	<b>\$112,250</b>
<b>C-2</b>	<b>General Fund Reductions:</b>					
C-2.1	a. Unpaid bills at FYE					
C-2.2	b. Reserves	\$0	\$0	\$0	\$0	\$0
C-2.3	<b>Total Deductions (a+b)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
C-2.4	<b>Estimated Non-Restricted Funds Available</b>	<b>\$116,095</b>	<b>\$116,950</b>	<b>\$116,950</b>	<b>\$116,950</b>	<b>\$112,250</b>

## DEPRECIATION RESERVE (CAPITAL OUTLAY - REPLACEMENT)

		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Final Approval	Amended Budget
<b>C-3</b>						
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	<b>SUB-TOTAL</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
C-3.6	Identify the amount to be spent from "Reserve for Capital Outlay"					
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	<b>TOTAL CAPITAL OUTLAY (a+b+c)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
C-3.12	Balance to be retained in Depreciation Reserve Account	\$0	\$0	\$0	\$0	\$0

## OTHER RESTRICTED FUND BALANCES - RESERVE (LEGALLY ENFORCED)

		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Final Approval	Amended Budget
<b>C-4</b>						
C-4.1	Beginning Balance in Reserve Account (end of previous year)		\$0	\$0		
C-4.2	<i>Date of Reserve Approval in Minutes:</i> _____					
C-4.3	Amount to be added to the reserve					
C-4.4	<i>Date of Reserve Approval in Minutes:</i> _____					
C-4.5	<b>SUB-TOTAL</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
C-4.6	Identify the amount and project to be spent from "Other Re					
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	<b>TOTAL OTHER RESERVE OUTLAY (a+b+c)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
C-4.12	Balance to be retained in Other Reserve Account	\$0	\$0	\$0	\$0	\$0

## ASSIGNED FUND BALANCE (EMERGENCY RESERVE - NOT COMMITTED)

		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Final Approval	Amended Budget
<b>C-5</b>						
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	<b>SUB-TOTAL</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
C-5.6	Amount to be spent from Emergency Reserve (Cash)					
C-5.7	<i>Date of Reserve Approval in Minutes:</i> _____					
C-5.8	Balance to be retained in Assigned Fund Balance	\$0	\$0	\$0	\$0	\$0
C-5.9	<b>TOTAL TO BE SPENT</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>