

# Final Budget

Sunset Ranch Water District	
Budget Hearing Information	
P. O. Box 624	Location: Pizza Barn, Newcastle, Wyoming
Newcastle, WY 82701	Date: 5/14/2019
307 941 0018	Time: 4:30 p.m.
Weston County	Budget Prepared by: Victoria Heller, Treasurer

S-A	BUDGET MESSAGE	W.S. 16-4-104(d)
<p>Sunset Ranch Water District was formed in 1979, although we did not actually deliver water to our members until 2009 - thirty years later! We have thirty active members who pay \$55.00 per month for access to 10,000 gallons of water. Usage above the 10,000 gallon base is billed at the rate of \$3.75 per thousand gallons. We purchase our water from the City of Newcastle and distribute it via our own pipelines. This year's budget reflects an additional \$1,800.00 of anticipated water costs. Since we have been delivering water for ten years, our infrastructure is starting to need more maintenance. Therefore we have increased our repair budget this year from \$3,500.00 to \$4,800.00 this year. We have also added a budget item for accounting services in the amount of \$2,400.00. Until now, one of our Board members has provided accounting services at no charge, but she is retiring and we will have to pay someone next year. We anticipate that our revenue will be almost the same as last year.</p>		

S-B	RESERVE DESCRIPTION
<p>We do not have dedicated Reserves. Our checking account is with Pinnacle Bank and our savings account is with the State of Wyoming - WyoStar.</p>	

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	12/31/21
Cynthia Brown	12/31/21

Does the district have regular office hours exceeding 20 hours per week?	<input type="checkbox"/> No

If no above:

Are the records on file with the County Clerk as required by W.S. 16-12-303(c)?	<input type="checkbox"/> Yes
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Where are the minutes of your board meeting available for public review?  
 Weston County Clerk's office or by request from our Secretary/Treasurer, Victoria Heller, 307 941 0018

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

Where are the public meetings held?  
 The Pizza Barn private conference room, Newcastle, Wyoming

## FINAL BUDGET SUMMARY

OVERVIEW		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Final Approval
S-1	<b>Total Budgeted Expenditures</b>	\$24,527	\$20,766	\$28,685	\$28,685
S-2	<b>Total Principal to Pay on Debt</b>	\$0	\$0	\$0	\$0
S-3	<b>Total Change to Restricted Funds</b>	\$0	\$0	\$0	\$0
S-4	<b>Total General Fund and Forecasted Revenues Available</b>	\$143,706	\$145,577	\$151,185	\$151,185
S-5	<i>Amount requested from County Commissioners</i>	\$2,802	\$3,484	\$3,500	\$3,500
S-6	<b>Additional Funding Needed :</b>			<b>\$0</b>	<b>\$0</b>

REVENUE SUMMARY		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Final Approval
S-7	<b>Operating Revenues</b>	\$21,372	\$21,850	\$19,800	\$19,800
S-8	<b>Tax levy (From the County Treasurer)</b>	\$2,802	\$3,484	\$3,500	\$3,500
S-9	<b>Government Support</b>	\$0	\$0	\$0	\$0
S-10	<b>Grants</b>	\$0	\$0	\$0	\$0
S-11	<b>Other County Support (Not from Co. Treas.)</b>	\$0	\$0	\$0	\$0
S-12	<b>Miscellaneous</b>	\$1,341	\$2,052	\$1,200	\$1,200
S-13	<b>Other Forecasted Revenue</b>	\$0	\$0	\$0	\$0
S-14	<b>Total Revenue</b>	\$25,515	\$27,386	\$24,500	\$24,500

Sunset Ranch Water District  
FY 7/1/19-6/30/20

EXPENDITURE SUMMARY		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Final Approval
S-15	<b>Capital Outlay</b>	\$940	\$940	\$1,175	\$1,175
S-16	<b>Interest and Fees On Debt</b>	\$0	\$0	\$0	\$0
S-17	<b>Administration</b>	\$623	\$379	\$3,450	\$3,450
S-18	<b>Operations</b>	\$22,364	\$18,847	\$23,460	\$23,460
S-19	<b>Indirect Costs</b>	\$600	\$600	\$600	\$600
S-20R	<b>Expenditures paid by Reserves</b>	\$0	\$0	\$0	\$0
S-20	<b>Total Expenditures</b>	\$24,527	\$20,766	\$28,685	\$28,685

DEBT SUMMARY		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Final Approval
S-21	<b>Principal Paid on Debt</b>	\$0	\$0	\$0	\$0

CASH AND INVESTMENTS		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Final Approval
S-22	<b>TOTAL GENERAL FUNDS</b>	\$118,191	\$118,191	\$126,685	\$126,685

**Summary of Reserve Funds**

S-23	<b>Beginning Balance in Reserve Accounts</b>				
S-24	a. Sinking and Debt Service Funds	\$0	\$0	\$0	\$0
S-25	b. Reserves	\$0	\$0	\$0	\$0
S-26	c. Bond Funds	\$0	\$0	\$0	\$0
	<b>Total Reserves (a+b+c)</b>	\$0	\$0	\$0	\$0
S-27	<b>Amount to be added</b>				
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
	<b>Total to be added (a+b+c)</b>	\$0	\$0	\$0	\$0
S-31	<b>Subtotal</b>	\$0	\$0	\$0	\$0
S-32	<b>Less Total to be spent</b>	\$0	\$0	\$0	\$0
S-33	<b>TOTAL RESERVES AT END OF FISCAL YEAR</b>	\$0	\$0	\$0	\$0

*End of Summary*

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

Date adopted by Special District 5/14/2019

**DISTRICT ADDRESS:** P. O. Box 624  
Newcastle, WY 82701

**PREPARED BY:** Victoria Heller, Treasurer

**DISTRICT PHONE:** 307 941 0018

# Final Budget

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

FYE 6/30/2020 \_\_\_\_\_

## PROPERTY TAXES AND ASSESSMENTS

		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Final Approval
R-1	<b>Property Taxes and Assessments Received</b>				
R-1.1	<b>Tax Levy (From the County Treasurer)</b>	\$2,802	\$3,484	\$3,500	\$3,500
R-1.2	Other County Support				

## FORECASTED REVENUE

		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Final Approval
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
R-3	<b>Operating Revenues</b>				
R-3.1	Customer Charges	\$21,372	\$21,850	\$19,800	\$19,800
R-3.2	Sales of Goods or Services				
R-3.3	Other Assessments				
R-3.4	<b>Total Operating Revenues</b>	\$21,372	\$21,850	\$19,800	\$19,800
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
R-5	<b>Miscellaneous Revenue</b>				
R-5.1	Interest	\$1,341	\$2,052	\$1,200	\$1,200
R-5.2	Other: Specify _____				
R-5.3	Other: Additional _____				
R-5.4	<b>Total Miscellaneous</b>	\$1,341	\$2,052	\$1,200	\$1,200
R-5.5	<b>Total Forecasted Revenue</b>	\$22,713	\$23,902	\$21,000	\$21,000
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

# Final Budget

Sunset Ranch Water District

FYE 6/30/2020

NAME OF DISTRICT/BOARD

## CAPITAL OUTLAY BUDGET

		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Final Approval
<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>	\$940	\$940	\$1,175	\$1,175
E-1.6	_____				
E-1.7	_____				
E-1.8	<b>TOTAL CAPITAL OUTLAY</b>	<b>\$940</b>	<b>\$940</b>	<b>\$1,175</b>	<b>\$1,175</b>

## ADMINISTRATION BUDGET

		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Final Approval
<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			\$200	\$200
E-4.2	Accounting/Auditing			\$2,400	\$2,400
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	\$53	\$100	\$340	\$340
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</u>	\$262	\$180	\$260	\$260
E-5.7	<u>Advertising/Publications</u>	\$308	\$99	\$250	\$250
E-5.8	_____				
<b>E-6</b>	<b>TOTAL ADMINISTRATION</b>	<b>\$623</b>	<b>\$379</b>	<b>\$3,450</b>	<b>\$3,450</b>

# Final Budget

Sunset Ranch Water District

FYE 6/30/2020

<b>OPERATIONS BUDGET</b>
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			2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Final Approval
<b>E-7</b>	<b>Personnel Services</b>					
E-7.1	Wages--Operations					
E-7.2	Service Contracts		\$3,600	\$3,775	\$3,600	\$3,600
E-7.3	Other (Specify)					
E-7.4	_____		\$0			
E-7.5	_____					
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	_____					
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		\$3,627	\$2,500	\$4,800	\$4,800
E-11.2	Water Purchased		\$5,544	\$5,700	\$7,500	\$7,500
E-11.3	One-Call of Wyoming		\$42	\$55	\$285	\$285
E-11.4	_____					
E-11.5	_____					
<b>E-12</b>	<b>Other operations (Specify)</b>					
E-12.1	Water Testing		\$562	\$367	\$675	\$675
E-12.2	Electricity		\$1,185	\$1,650	\$1,800	\$1,800
E-12.3	Repairs, Maintenance		\$3,999	\$4,800	\$4,800	\$4,800
E-12.4	Valve Replacement		\$3,805	\$0	\$0	
E-12.5	_____					
<b>E-13</b>	<b>TOTAL OPERATIONS</b>		<b>\$22,364</b>	<b>\$18,847</b>	<b>\$23,460</b>	<b>\$23,460</b>

# Final Budget

Sunset Ranch Water District

FYE 6/30/2020

## INDIRECT COSTS BUDGET

		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Final Approval
<b>E-14</b>	<b>Insurance</b>				
E-14.1	Liability	\$500	\$500	\$500	\$500
E-14.2	Buildings and vehicles				
E-14.3	Equipment				
E-14.4	Other (Specify)				
E-14.5	Bond	\$100	\$100	\$100	\$100
E-14.6	_____				
E-14.7	_____				
<b>E-15</b>	<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	_____				
<b>E-17</b>	<b>TOTAL INDIRECT COSTS</b>	<b>\$600</b>	<b>\$600</b>	<b>\$600</b>	<b>\$600</b>

## DEBT SERVICE BUDGET

		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Final Approval
<b>D-1</b>	<b>Debt Service</b>				
D-1.1	Principal				
D-1.2	Interest				
D-1.3	Fees				
<b>D-2</b>	<b>TOTAL DEBT SERVICE</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

# Final Budget

Sunset Ranch Water District  
 NAME OF DISTRICT/BOARD

FYE 6/30/2020

## GENERAL FUNDS

	End of Year	Beginning	Beginning	Final Approval
	2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	
<b>C-1 Balances at Beginning of Fiscal Year</b>				
C-1.1 General Fund Checking Account Balance	\$2,898	\$2,898	\$4,185	\$4,185
C-1.2 Savings and Investments Account Balance	\$115,293	\$115,293	\$122,500	\$122,500
C-1.3 General Fund CD Balance		\$0		
C-1.4 All Other Funds		\$0		
C-1.5 Reserves (From Below)	\$0	\$0	\$0	\$0
<b>C-1.6 Total Estimated Cash and Investments on Hand</b>	<b>\$118,191</b>	<b>\$118,191</b>	<b>\$126,685</b>	<b>\$126,685</b>
<b>C-2 General Fund Reductions:</b>				
C-2.1 a. Unpaid bills at FYE				
C-2.2 b. Reserves	\$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>C-2.4 Estimated Non-Restricted Funds Available</b>	<b>\$118,191</b>	<b>\$118,191</b>	<b>\$126,685</b>	<b>\$126,685</b>

## SINKING & DEBT SERVICE FUNDS

	2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Final Approval
<b>C-3 Beginning Balance in Reserve Account (end of previous year)</b>		\$0	\$0	
C-3.1 <i>Date of Reserve Approval in Minutes:</i>				
C-3.2 Amount to be added to the reserve				
C-3.3 <i>Date of Reserve Approval in Minutes:</i>				
C-3.4 SUB-TOTAL	\$0	\$0	\$0	\$0
C-3.5 Identify the amount and project to be spent				
C-3.6 a. _____				
C-3.7 b. _____				
C-3.8 c. _____				
C-3.9 <i>Date of Reserve Approval in Minutes:</i>				
C-3.10 TOTAL CAPITAL OUTLAY (a+b+c)	\$0	\$0	\$0	\$0
C-3.11 Balance to be retained	\$0	\$0	\$0	\$0

## RESERVES

	2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Final Approval
<b>C-4 Beginning Balance in Reserve Account (end of previous year)</b>		\$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				
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	\$0	\$0	\$0	\$0

## BOND FUNDS

	2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Final Approval
<b>C-5 Beginning Balance in Reserve Account (end of previous year)</b>		\$0	\$0	
C-5.1 <i>Date of Reserve Approval in Minutes:</i>				
C-5.2 Amount to be added to the reserve				
C-5.3 <i>Date of Reserve Approval in Minutes:</i>				
C-5.4 SUB-TOTAL	\$0	\$0	\$0	\$0
C-5.5 Identify the amount and project to be spent				
C-5.6 <i>Date of Reserve Approval in Minutes:</i>				
C-5.7 Balance to be retained	\$0	\$0	\$0	\$0
C-5.8 TOTAL TO BE SPENT	\$0	\$0	\$0	\$0