

# Final Budget

Sweetwater Improvement and Service District	
Budget Hearing Information	
107 Breakneck Road	Location: 92 Breakneck Road
Newcastle, WY 82701	Date: 7/14/2020
307-746-9600	Time: 6:00 PM
Weston County	Budget Prepared by: Shirley Parks

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

This is the Proposed Budget for Fiscal Year 2020 to 2021 for Sweetwater I&S District. Revenue from monthly waterline maintenance fees are used to offset expenses for repairs and supplies as needed. The budget for Fiscal Year 2020 to 2021 will be approved at the Public Budget Hearing/Annual Meeting on July 14, 2020. Sweetwater has received grants from the Wyoming Water Development Commission and the State Land and Investment Board to lay waterline and connect to Cambria Improvement and Service District. After many delays, Sweetwater has now connected to Cambria I&S District. There are finishing up detail projects that will be completed this year.

**S-B RESERVE DESCRIPTION**

This year in order to be in compliance with the EPA, reserve funds were spent in the amount of 31,195.00.

**S-C**

Names of Board Members	Date of End of Term
Donald Taylor	12/1/20
Tobey Cass	12/1/21
Shirley Parks	12/1/22
Karmel Hoffman	1/1/22

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 Road, 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 Post Office to members of the District.

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

## FINAL BUDGET SUMMARY

OVERVIEW		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval
S-1	<b>Total Budgeted Expenditures</b>	\$397,946	\$194,859	\$255,199	\$255,199
S-2	<b>Total Principal to Pay on Debt</b>	\$0	\$0	\$0	\$0
S-3	<b>Total Change to Restricted Funds</b>	-\$385,686	-\$136,142	-\$178,949	-\$178,949
S-4	<b>Total General Fund and Forecasted Revenues Available</b>	\$431,372	\$182,694	\$409,257	\$409,257
S-5	<i>Amount requested from County Commissioners</i>	\$0	\$0	\$0	\$0
S-6	<b>Additional Funding Needed :</b>			\$0	\$0

REVENUE SUMMARY		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval
S-7	<b>Operating Revenues</b>	\$34,502	\$34,411	\$79,111	\$79,111
S-8	<b>Tax levy (From the County Treasurer)</b>	\$0	\$0	\$0	\$0
S-9	<b>Government Support</b>	\$0	\$0	\$0	\$0
S-10	<b>Grants</b>	\$386,686	\$138,143	\$314,091	\$314,091
S-11	<b>Other County Support (Not from Co. Treas.)</b>	\$0	\$0	\$0	\$0
S-12	<b>Miscellaneous</b>	\$43	\$0	\$55	\$55
S-13	<b>Other Forecasted Revenue</b>	\$0	\$0	\$0	\$0

S-14	<b>Total Revenue</b>	\$421,231	\$172,553	\$393,257	\$393,257
FY 7/1/20-6/30/21		Sweetwater Improvement and Service District			

EXPENDITURE SUMMARY		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval
S-15	<b>Capital Outlay</b>	\$0	\$0	\$0	\$0
S-16	<b>Interest and Fees On Debt</b>	\$0	\$0	\$0	\$0
S-17	<b>Administration</b>	\$570	\$331	\$1,950	\$1,950
S-18	<b>Operations</b>	\$9,701	\$55,407	\$71,100	\$71,100
S-19	<b>Indirect Costs</b>	\$989	\$979	\$1,200	\$1,200
S-20R	<b>Expenditures paid by Reserves</b>	\$386,686	\$138,142	\$180,949	\$180,949
S-20	<b>Total Expenditures</b>	\$397,946	\$194,859	\$255,199	\$255,199

DEBT SUMMARY		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval
S-21	<b>Principal Paid on Debt</b>	\$0	\$0	\$0	\$0

CASH AND INVESTMENTS		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval
S-22	<b>TOTAL GENERAL FUNDS</b>	\$10,141	\$10,141	\$16,000	\$16,000
<b>Summary of Reserve Funds</b>					
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	\$700,777	\$315,091	\$178,949	\$178,949
S-26	c. Bond Funds	\$0	\$0	\$0	\$0
	<b>Total Reserves (a+b+c)</b>	\$700,777	\$315,091	\$178,949	\$178,949
S-27	<b>Amount to be added</b>				
S-28	a. Sinking and Debt Service Funds	\$0	\$0	\$0	\$0
S-29	b. Reserves	\$1,000	\$2,000	\$2,000	\$2,000
S-30	c. Bond Funds	\$0	\$0	\$0	\$0
	<b>Total to be added (a+b+c)</b>	\$1,000	\$2,000	\$2,000	\$2,000
S-31	<b>Subtotal</b>	\$701,777	\$317,091	\$180,949	\$180,949
S-32	<b>Less Total to be spent</b>	\$386,686	\$138,142	\$180,949	\$180,949
S-33	<b>TOTAL RESERVES AT END OF FISCAL YEAR</b>	\$315,091	\$178,949	\$0	\$0

*End of Summary*

Date adopted by Special District \_\_\_\_\_

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

**DISTRICT ADDRESS:** 107 Breakneck Road  
Newcastle, WY 82701

**PREPARED BY:** Shirley Parks

**DISTRICT PHONE:** 307-746-9600

# Final Budget

Sweetwater Improvement and Service District  
**NAME OF DISTRICT/BOARD** \_\_\_\_\_

FYE 6/30/2021

<b>PROPERTY TAXES AND ASSESSMENTS</b>
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		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval
R-1	<b>Property Taxes and Assessments Received</b>				
R-1.1	<b>Tax Levy (From the County Treasurer)</b>				
R-1.2	Other County Support				

<b>FORECASTED REVENUE</b>
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		2018-2019 Actual	2019-2020 Estimated	2020-2021 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	\$20,807	\$25,300	\$70,000	\$70,000
R-3.2	Sales of Goods or Services				
R-3.3	Other Assessments	\$13,695	\$9,111	\$9,111	\$9,111
R-3.4	<b>Total Operating Revenues</b>	\$34,502	\$34,411	\$79,111	\$79,111
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	\$386,686	\$138,143	\$314,091	\$314,091
R-4.4	<b>Total Grants</b>	\$386,686	\$138,143	\$314,091	\$314,091
R-5	<b>Miscellaneous Revenue</b>				
R-5.1	Interest				
R-5.2	Other: Specify _____ PreCorp Capital Credit	\$43	\$0	\$55	\$55
R-5.3	Other: Additional _____				
R-5.4	<b>Total Miscellaneous</b>	\$43	\$0	\$55	\$55
R-5.5	<b>Total Forecasted Revenue</b>	\$421,231	\$172,553	\$393,257	\$393,257
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

Sweetwater Improvement and Service District

FYE 6/30/2021

NAME OF DISTRICT/BOARD

## CAPITAL OUTLAY BUDGET

		2018-2019 Actual	2019-2020 Estimated	2020-2021 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	_____				
E-1.6	_____				
E-1.7					
E-1.8	<b>TOTAL CAPITAL OUTLAY</b>	\$0	\$0	\$0	\$0

## ADMINISTRATION BUDGET

		2018-2019 Actual	2019-2020 Estimated	2020-2021 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	\$0	\$0	\$500	\$500
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	\$33	\$30	\$600	\$600
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	\$537	\$301	\$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					
<b>E-6</b>	<b>TOTAL ADMINISTRATION</b>	\$570	\$331	\$1,950	\$1,950

# Final Budget

Sweetwater Improvement and Service District

FYE 6/30/2021

<b>OPERATIONS BUDGET</b>
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		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval
<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	_____				
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	Water Treatment	\$348	\$435	\$0	
E-9.2	Waterline Repair	\$5,438	\$44,879	\$50,000	\$50,000
E-9.3	Advertising	\$345	\$65	\$500	\$500
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	_____				
E-11.2	_____				
E-11.3	_____				
E-11.4	_____				
E-11.5	_____				
<b>E-12</b>	<b>Other operations (Specify)</b>				
E-12.1	Water Analysis	\$1,549	\$2,873	\$3,500	\$3,500
E-12.2	Utilities (Electricity)	\$578	\$817	\$1,500	\$1,500
E-12.3	System Operator	\$1,443	\$1,754	\$4,000	\$4,000
E-12.4	Engineering	\$0	\$0	\$2,500	\$2,500
E-12.5	see additional details		\$4,584	\$9,100	\$9,100
<b>E-13</b>	<b>TOTAL OPERATIONS</b>	<b>\$9,701</b>	<b>\$55,407</b>	<b>\$71,100</b>	<b>\$71,100</b>

# Final Budget

Sweetwater Improvement and Service District

FYE 6/30/2021

## INDIRECT COSTS BUDGET

			2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval
<b>E-14</b>	<b>Insurance</b>					
E-14.1	Liability		\$989	\$979	\$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						
<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>\$989</b>	<b>\$979</b>	<b>\$1,200</b>	<b>\$1,200</b>

## DEBT SERVICE BUDGET

			2018-2019 Actual	2019-2020 Estimated	2020-2021 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

Sweetwater Improvement and Service District  
**NAME OF DISTRICT/BOARD**

FYE 6/30/2021

## GENERAL FUNDS

	End of Year	Beginning	Beginning	Final Approval
	2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	
<b>C-1 Balances at Beginning of Fiscal Year</b>				
C-1.1 General Fund Checking Account Balance	\$10,141	\$10,141	\$16,000	\$16,000
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)	\$315,091	\$315,091	\$0	\$0
C-1.6 <b>Total Estimated Cash and Investments on Hand</b>	<b>\$325,232</b>	<b>\$325,232</b>	<b>\$16,000</b>	<b>\$16,000</b>
<b>C-2 General Fund Reductions:</b>				
C-2.1 a. Unpaid bills at FYE				
C-2.2 b. Reserves	\$315,091	\$178,949	\$0	\$0
C-2.3 <b>Total Deductions (a+b)</b>	<b>\$315,091</b>	<b>\$178,949</b>	<b>\$0</b>	<b>\$0</b>
C-2.4 <b>Estimated Non-Restricted Funds Available</b>	<b>\$10,141</b>	<b>\$146,283</b>	<b>\$16,000</b>	<b>\$16,000</b>

## SINKING & DEBT SERVICE FUNDS

	2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval
<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>
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 <b>TOTAL CAPITAL OUTLAY (a+b+c)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
C-3.12 Balance to be retained	\$0	\$0	\$0	\$0

## RESERVES

	2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval
<b>C-4</b>				
C-4.1 Beginning Balance in Reserve Account (end of previous year)	\$700,777	\$315,091	\$178,949	\$178,949
C-4.2 <i>Date of Reserve Approval in Minutes:</i>				
C-4.3 Amount to be added to the reserve	\$1,000	\$2,000	\$2,000	\$2,000
C-4.4 <i>Date of Reserve Approval in Minutes:</i>				
C-4.5 <b>SUB-TOTAL</b>	<b>\$701,777</b>	<b>\$317,091</b>	<b>\$180,949</b>	<b>\$180,949</b>
C-4.6 Identify the amount and project to be spent				
C-4.7 a. SLIB MRG Construction	\$184,629	\$60,242	\$59,713	\$59,713
C-4.8 b. WWDC Construction	\$202,057	\$77,900	\$121,236	\$121,236
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>\$386,686</b>	<b>\$138,142</b>	<b>\$180,949</b>	<b>\$180,949</b>
C-4.12 Balance to be retained	\$315,091	\$178,949	\$0	\$0

## BOND FUNDS

	2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval
<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>
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 <b>TOTAL TO BE SPENT</b>	<b>\$386,686</b>	<b>\$138,142</b>	<b>\$180,949</b>	<b>\$180,949</b>

