

Proposed Budget

SALT CREEK WATER DISTRICT	
Budget Hearing Information	
5021 B. US HWY 16 EAST	Location: 5021 B. US HWY 16 EAST
NEWCASTLE, WY 82701	Date: 5/23/2023
307-746-3331	Time: 8:35 AM
WESTON COUNTY	Budget Prepared by: SECRETARY/OFFICE MANAGER

S-A	BUDGET MESSAGE	W.S. 16-12-403 (c)
INCOME AND EXPENSES ARE SHOWING THE CHANGES FOR THE CURRENT YEAR. ALL EXPENSES AND INCOME ARE FAIRLY COMMON AND NOTHING OUT OF THE ORDINARY.		

S-B	RESERVE DESCRIPTION
Reserves are CD's	

S-C		Does the district have regular office hours exceeding 20 hours per week? No																													
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Names of Board Members</th> <th style="text-align: left;">Date of End of Term</th> </tr> </thead> <tbody> <tr><td>DICK RICH</td><td>12/1/26</td></tr> <tr><td>JIM WESLEY</td><td>12/1/26</td></tr> <tr><td>NICK BROOKS</td><td>12/1/24</td></tr> <tr><td>DAVE MANZER</td><td>12/1/26</td></tr> <tr><td>JIM BUCHANNAN</td><td>12/1/24</td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> </tbody> </table>	Names of Board Members	Date of End of Term	DICK RICH	12/1/26	JIM WESLEY	12/1/26	NICK BROOKS	12/1/24	DAVE MANZER	12/1/26	JIM BUCHANNAN	12/1/24													<table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td> </td></tr> <tr><td> </td></tr> <tr><td> </td></tr> <tr><td> </td></tr> </table>					<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="padding: 5px;"> W.S.16-12-303(c) requires special districts with office hours less than 20 per week to maintain copies of records at the county clerks office. Record format specified by county clerk. </td> </tr> </table>	W.S.16-12-303(c) requires special districts with office hours less than 20 per week to maintain copies of records at the county clerks office. Record format specified by county clerk.
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Where are the minutes of your board meeting available for public review?
SCWD OFFICE AND COUNTY COURTHOUSE

How and where are the notices of meeting posted for the public?
PUBLIC RADIO STATION

Where are the public meetings held?
SCWD OFFICE @ 5021 B. US HWY 16 EAST

PROPOSED BUDGET SUMMARY

OVERVIEW		2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Pending Approval
S-1	Total Budgeted Expenditures	\$144,890	\$102,318	\$155,720	\$155,720
S-2	Total Principal to Pay on Debt	\$26,776	\$0	\$0	\$0
S-3	Total Change to Restricted Funds	\$0	\$0	\$0	\$0
S-4	Total General Fund and Forecasted Revenues Available	\$474,488	\$396,565	\$489,758	\$489,758
S-5	Amount requested from County Commissioners	\$0	\$0	\$0	\$0
S-6	Additional Funding Needed :			\$0	\$0
	Projected Surplus:			\$334,038	\$334,038
REVENUE SUMMARY		2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Pending Approval
S-7	Operating Revenues	\$276,314	\$198,445	\$250,000	\$250,000
S-8	Tax levy (From the County Treasurer)	\$0	\$0	\$0	\$0
S-9	Government Support	\$0	\$0	\$0	\$0
S-10	Grants	\$0	\$0	\$0	\$0
S-11	Other County Support (Not from Co. Treas.)	\$0	\$0	\$0	\$0
S-12	Miscellaneous	\$237	\$183	\$250	\$250
S-13	Other Forecasted Revenue	\$0	\$0	\$0	\$0
S-14	Total Revenue	\$276,551	\$198,628	\$250,250	\$250,250
FY 7/1/23-6/30/24		SALT CREEK WATER DISTRICT			
EXPENDITURE SUMMARY		2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Pending Approval
S-15	Capital Outlay	\$0	\$0	\$0	\$0
S-16	Interest and Fees On Debt	\$2,051	\$0	\$0	\$0
S-17	Administration	\$22,793	\$25,381	\$27,300	\$27,300
S-18	Operations	\$115,435	\$72,248	\$123,400	\$123,400
S-19	Indirect Costs	\$4,611	\$4,690	\$5,020	\$5,020
S-20R	Expenditures paid by Reserves	\$0	\$0	\$0	\$0
S-20	Total Expenditures	\$144,890	\$102,318	\$155,720	\$155,720
DEBT SUMMARY		2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Pending Approval
S-21	Principal Paid on Debt	\$26,776	\$0	\$0	\$0
CASH AND INVESTMENTS		2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Pending Approval
S-22	TOTAL GENERAL FUNDS	\$197,938	\$197,938	\$239,508	\$239,508
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	\$0	\$0	\$0	\$0
S-26	c. Bond Funds	\$0	\$0	\$0	\$0
	Total Reserves (a+b+c)	\$0	\$0	\$0	\$0
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	\$0	\$0	\$0	\$0
S-32	Less Total to be spent	\$0	\$0	\$0	\$0
S-33	TOTAL RESERVES AT END OF FISCAL YEAR	\$0	\$0	\$0	\$0

End of Summary

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

Date adopted by Special District _____

DISTRICT ADDRESS: 5021 B. US HWY 16 EAST
NEWCASTLE, WY 82701

PREPARED BY: SECRETARY/OFFICE MANAGER

DISTRICT PHONE: 307-746-3331

Proposed Budget

SALT CREEK WATER DISTRICT

FYE 6/30/2024

NAME OF DISTRICT/BOARD

PROPERTY TAXES AND ASSESSMENTS

	DOA Chart of Accounts	2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Pending Approval
R-1 Property Taxes and Assessments Received					
R-1.1 Tax Levy (From the County Treasurer)	4001				
R-1.2 Other County Support (see note on the right)	4005				

FORECASTED REVENUE

	DOA Chart of Accounts	2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Pending Approval
R-2 Revenues from Other Governments					
R-2.1 State Aid	4211				
R-2.2 Additional County Aid (non-treasurer)	4237				
R-2.3 City (or Town) Aid	4237				
R-2.4 Other (Specify)	4237				
R-2.5 Total Government Support		\$0	\$0	\$0	\$0
R-3 Operating Revenues					
R-3.1 Customer Charges	4300	\$276,314	\$198,445	\$250,000	\$250,000
R-3.2 Sales of Goods or Services	4300				
R-3.3 Other Assessments	4503				
R-3.4 Total Operating Revenues		\$276,314	\$198,445	\$250,000	\$250,000
R-4 Grants					
R-4.1 Direct Federal Grants	4201				
R-4.2 Federal Grants thru State Agencies	4201				
R-4.3 Grants from State Agencies	4211				
R-4.4 Total Grants		\$0	\$0	\$0	\$0
R-5 Miscellaneous Revenue					
R-5.1 Interest	4501	\$237	\$183	\$250	\$250
R-5.2 Other: Specify	4500				
R-5.3 Other: Additional					
R-5.4 Total Miscellaneous		\$237	\$183	\$250	\$250
R-5.5 Total Forecasted Revenue		\$276,551	\$198,628	\$250,250	\$250,250
R-6 Other Forecasted Revenue					
R-6.1 a. Other past due as estimated by Co. Treas.	4004				
R-6.2 b. Other forecasted revenue (specify):					
R-6.3	4500				
R-6.4	4500				
R-6.5					
R-6.6 Total Other Forecasted Revenue (a+b)		\$0	\$0	\$0	\$0

Proposed Budget

SALT CREEK WATER DISTRICT
NAME OF DISTRICT/BOARD

FYE 6/30/2024

CAPITAL OUTLAY BUDGET

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**

DOA Chart of Accounts	2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Pending Approval
6201				
6210				
6211				
6200				
6200				
	\$0	\$0	\$0	\$0

ADMINISTRATION BUDGET

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
- 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
- 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
- E-5.2 Office equipment, rent & repair
- E-5.3 Education
- E-5.4 Registrations
- E-5.5 Other (Specify)
- E-5.6 OFFICE CLEANING
- E-5.7 SOFTWARE
- E-5.8 _____

E-6 TOTAL ADMINISTRATION

DOA Chart of Accounts	2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Pending Approval
7002				
7003	\$17,600	\$19,200	\$20,400	\$20,400
7004				
7005				
7005				
7011				
7012				
7013				
7013				
7021	\$66	\$277	\$500	\$500
7022	\$2,500	\$2,700	\$3,000	\$3,000
7023				
7023				
7031	\$386	\$389	\$500	\$500
7032	\$1,106	\$1,500	\$1,500	\$1,500
7033				
7034				
7035	\$600	\$600	\$600	\$600
7035	\$535	\$714	\$800	\$800
	\$22,793	\$25,381	\$27,300	\$27,300

Proposed Budget

SALT CREEK WATER DISTRICT

FYE 6/30/2024

OPERATIONS BUDGET

E-7 Personnel Services

E-7.1 Wages--Operations

E-7.2 Service Contracts

E-7.3 Other (Specify)

E-7.4 READINGS/SAMPLES

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 ELECTRICITY

E-9.2 TELEPHONE

E-9.3

E-9.4

E-9.5

E-10 Program Services (List)

E-10.1 WATER TESTING

E-10.2

E-10.3

E-10.4

E-10.5

E-11 Contractual Arrangements (List)

E-11.1 DISTRICT MAINTANCE

E-11.2 UTILITY LOCATES

E-11.3 WATER/SEWER OPERATION

E-11.4 METER READING

E-11.5

E-12 Other operations (Specify)

E-12.1 METERED WATER

E-12.2

E-12.3

E-12.4

E-12.5

E-13 TOTAL OPERATIONS

DOA Chart of Accounts	2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Pending Approval
7202				
7203				
7204	\$6,615	\$5,785	\$7,000	\$7,000
7204				
7211				
7212				
7212				
7220	\$11,194	\$11,156	\$14,000	\$14,000
7220	\$1,219	\$1,250	\$1,500	\$1,500
7220				
7220				
7230	\$2,246	\$1,551	\$2,500	\$2,500
7230				
7230				
7230				
7400	\$13,528	\$15,760	\$16,000	\$16,000
7400	\$65	\$118	\$200	\$200
7400	\$68,852	\$28,837	\$70,000	\$70,000
7400	\$6,050	\$6,000	\$6,200	\$6,200
7450	\$5,666	\$1,790	\$6,000	\$6,000
7450				
7450				
7450				
	\$115,435	\$72,248	\$123,400	\$123,400

Proposed Budget

SALT CREEK WATER DISTRICT

FYE 6/30/2024

INDIRECT COSTS BUDGET

	DOA Chart of Accounts	2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Pending Approval
E-14	Insurance				
E-14.1	Liability	7502	\$500	\$500	\$600
E-14.2	Buildings and vehicles	7503	\$750	\$750	\$750
E-14.3	Equipment	7504			
E-14.4	Other (Specify)				
E-14.5	SURETY	7505	\$350	\$350	\$350
E-14.6		7505			
E-14.7					
E-15	Indirect payroll costs:				
E-15.1	FICA (Social Security) taxes	7511	\$1,262	\$1,370	\$1,400
E-15.2	Workers Compensation	7512	\$137	\$154	\$200
E-15.3	Unemployment Taxes	7513	\$116	\$46	\$200
E-15.4	Retirement	7514			
E-15.5	Health Insurance	7515			
E-15.6	Other (Specify)				
E-15.7	MEDICARE	7516	\$295	\$320	\$320
E-15.8	FIT	7516	\$1,200	\$1,200	\$1,200
E-15.9					
E-17	TOTAL INDIRECT COSTS		\$4,611	\$4,690	\$5,020

DEBT SERVICE BUDGET

	DOA Chart of Accounts	2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Pending Approval
D-1	Debt Service				
D-1.1	Principal	6401	\$26,776	\$0	\$0
D-1.2	Interest	6410	\$2,051	\$0	\$0
D-1.3	Fees	6420			
D-2	TOTAL DEBT SERVICE		\$28,827	\$0	\$0

Proposed Budget

SALT CREEK WATER DISTRICT
NAME OF DISTRICT/BOARD

FYE 6/30/2024

GENERAL FUNDS

		End of Year	Beginning	Beginning	
		2021-2022	2022-2023	2023-2024	Pending
		Actual	Estimated	Proposed	Approval
DOA Chart					
of Accounts					
C-1	Balances at Beginning of Fiscal Year				
C-1.1	General Fund Checking	1010	\$27,826	\$27,826	\$27,826
C-1.2	Savings and Investments	1040	\$150,111	\$150,111	\$116,682
C-1.3	General Fund CD Balance	1050	\$20,000	\$20,000	\$95,000
C-1.4	All Other Funds	1020		\$0	
C-1.5	Reserves (From Below)		\$0	\$0	\$0
C-1.6	Total Estimated Cash and Investments on Hand		\$197,938	\$197,938	\$239,508
C-2	General Fund Reductions:				
C-2.1	a. Unpaid bills at FYE	2010			
C-2.2	b. Reserves		\$0	\$0	\$0
C-2.3	Total Deductions (a+b)		\$0	\$0	\$0
C-2.4	Estimated Non-Restricted Funds Available		\$197,938	\$197,938	\$239,508

DOA Chart
of Accounts

SINKING & DEBT SERVICE FUNDS

1070

		2021-2022	2022-2023	2023-2024	Pending
		Actual	Estimated	Proposed	Approval
C-3	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

1090

		2021-2022	2022-2023	2023-2024	Pending
		Actual	Estimated	Proposed	Approval
C-4	Beginning Balance in Reserve Account (end of previous year)		\$0	\$0	
C-4.2	Date of Reserve Approval in Minutes:				
C-4.3	Amount to be added to the reserve				
C-4.4	Date of Reserve Approval in Minutes:				
C-4.5	SUB-TOTAL	\$0	\$0	\$0	\$0
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	Date of Reserve Approval in Minutes:				
C-4.11	TOTAL OTHER RESERVE OUTLAY (a+b+c)	\$0	\$0	\$0	\$0
C-4.12	Balance to be retained	\$0	\$0	\$0	\$0

BOND FUNDS

1060

		2021-2022	2022-2023	2023-2024	Pending
		Actual	Estimated	Proposed	Approval
C-5	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	\$0	\$0	\$0	\$0