

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: 7/17/2023
(307) 746-2031	Time: 4:30 p.m.
Weston County	Budget Prepared by: Daniel Tysdal

S-A	BUDGET MESSAGE	W.S. 16-12-403 (c)
<p>Even though projected funding levels have increased for the upcoming fiscal year, the financial policies of the Weston County Fire Protection District will remain conservative for Fiscal Year 2023-2024. These policies will continue to emphasize maintaining adequate reserves of cash for general operating between revenue gaps, maintaining reserves for catastrophic fire suppression and any other emergency that may arise, as well as maintaining a depreciation reserve for replacement of capital equipment. Last year, in addition to a general increase in operating costs, the District had sizable increases in Repairs & Maintenance and Capital Outlay due to the roof replacement at the Newcastle Station and the purchase of new fire equipment. With the anticipated increase in tax revenue this fiscal year, the District will continue to focus its attention on maintaining and upgrading current equipment, facilities and personnel to provide effective fire protection services. Our cautious and realistic budgeting approach will provide funding where needed and allow any unused amounts to be available as cash carry-over to supplement 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 Program. The revenue and expenditure lines associated with the program are still quite high due to unused grant funding to date. This is pass-through money and no local match dollars are required, therefore the expenditures are offset by the revenue, and are reflected in R4.2 and E10.3. Another area with both significant revenue and expense is in Project Fire Costs. As wildland fire activity increases throughout the nation this summer, 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.</p>		

S-B	RESERVE DESCRIPTION	
<p>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.</p>		

S-C		<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%; padding: 5px;">Does the district have regular office hours exceeding 20 hours per week?</td> <td style="width: 20%; padding: 5px; text-align: center;">Yes</td> </tr> </table>	Does the district have regular office hours exceeding 20 hours per week?	Yes																											
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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 Road Newcastle WY 82701

PROPOSED BUDGET SUMMARY

OVERVIEW		2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Pending Approval
S-1	Total Budgeted Expenditures	\$593,884	\$745,012	\$2,043,704	\$2,043,704
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	\$1,510,387	\$1,589,565	\$2,043,704	\$2,043,704
S-5	Amount requested from County Commissioners	\$396,721	\$488,754	\$541,200	\$541,200
S-6	Additional Funding Needed :			\$0	\$0
	Projected Surplus:			\$0	\$0
REVENUE SUMMARY		2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Pending Approval
S-7	Operating Revenues	\$0	\$0	\$0	\$0
S-8	Tax levy (From the County Treasurer)	\$348,134	\$442,507	\$495,010	\$495,010
S-9	Government Support	\$0	\$0	\$0	\$0
S-10	Grants	\$14,577	\$33,525	\$283,756	\$283,756
S-11	Other County Support (Not from Co. Treas.)	\$48,587	\$46,247	\$46,190	\$46,190
S-12	Miscellaneous	\$220,485	\$188,682	\$374,176	\$374,176
S-13	Other Forecasted Revenue	\$0	\$0	\$0	\$0
S-14	Total Revenue	\$631,783	\$710,961	\$1,199,132	\$1,199,132
FY 7/1/23-6/30/24		Weston County Fire Protection District			
EXPENDITURE SUMMARY		2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Pending Approval
S-15	Capital Outlay	\$62,782	\$152,223	\$184,000	\$184,000
S-16	Interest and Fees On Debt	\$0	\$0	\$0	\$0
S-17	Administration	\$69,193	\$75,877	\$104,670	\$104,670
S-18	Operations	\$339,687	\$407,392	\$1,545,709	\$1,545,709
S-19	Indirect Costs	\$122,221	\$109,520	\$209,325	\$209,325
S-20R	Expenditures paid by Reserves	\$0	\$0	\$0	\$0
S-20	Total Expenditures	\$593,884	\$745,012	\$2,043,704	\$2,043,704
DEBT SUMMARY		2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Pending Approval
S-21	Principal Paid on Debt	\$0	\$0	\$0	\$0
CASH AND INVESTMENTS		2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Pending Approval
S-22	TOTAL GENERAL FUNDS	\$878,604	\$878,604	\$844,572	\$844,572
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

Budget Officer / District Official (if not same as "Submitted by") _____ Date adopted by Special District _____

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 6/30/2024

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	\$348,134	\$442,507	\$495,010
R-1.2	Other County Support (see note on the right)	4005	\$48,587	\$46,247	\$46,190

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
R-3	Operating Revenues				
R-3.1	Customer Charges	4300			
R-3.2	Sales of Goods or Services	4300			
R-3.3	Other Assessments	4503			
R-3.4	Total Operating Revenues		\$0	\$0	\$0
R-4	Grants				
R-4.1	Direct Federal Grants	4201			
R-4.2	Federal Grants thru State Agencies	4201	\$14,577	\$33,525	\$283,756
R-4.3	Grants from State Agencies	4211	\$0	\$0	
R-4.4	Total Grants		\$14,577	\$33,525	\$283,756
R-5	Miscellaneous Revenue				
R-5.1	Interest	4501	\$8,178	\$24,332	\$26,000
R-5.2	Other: Specify <u>Other</u>	4500	\$212,307	\$164,350	\$348,176
R-5.3	Other: Additional _____				
R-5.4	Total Miscellaneous		\$220,485	\$188,682	\$374,176
R-5.5	Total Forecasted Revenue		\$235,062	\$222,207	\$657,932
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

Proposed Budget

Weston County Fire Protection District

FYE 6/30/2024

NAME OF DISTRICT/BOARD

CAPITAL OUTLAY BUDGET

	DOA Chart of Accounts	2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Pending Approval
E-1 Capital Outlay					
E-1.1 Real Property	6201	\$0	\$0	\$0	
E-1.2 Vehicles	6210				
E-1.3 Office Equipment	6211	\$0	\$2,288	\$12,000	\$12,000
E-1.4 Other (Specify)					
E-1.5 Fire Equipment	6200	\$62,782	\$149,935	\$160,000	\$160,000
E-1.6 Shop Equipment	6200	\$0	\$0	\$12,000	\$12,000
E-1.7					
E-1.8 TOTAL CAPITAL OUTLAY		\$62,782	\$152,223	\$184,000	\$184,000

ADMINISTRATION BUDGET

	DOA Chart of Accounts	2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Pending Approval
E-2 Personnel Services					
E-2.1 Administrator	7002				
E-2.2 Secretary	7003	\$0	\$0	\$0	
E-2.3 Clerical	7004				
E-2.4 Other (Specify)					
E-2.5 Admin/Warden/Deputy	7005	\$61,360	\$65,520	\$75,920	\$75,920
E-2.6	7005				
E-2.7					
E-3 Board Expenses					
E-3.1 Travel	7011	\$0	\$0	\$0	
E-3.2 Mileage	7012	\$357	\$414	\$1,000	\$1,000
E-3.3 Other (Specify)					
E-3.4	7013				
E-3.5	7013				
E-3.6					
E-4 Contractual Services					
E-4.1 Legal	7021	\$0	\$0	\$4,000	\$4,000
E-4.2 Accounting/Auditing	7022	\$1,675	\$1,675	\$4,000	\$4,000
E-4.3 Other (Specify)					
E-4.4 Cleaning Services	7023	\$1,500	\$1,815	\$5,000	\$5,000
E-4.5	7023				
E-4.6					
E-5 Other Administrative Expenses					
E-5.1 Office Supplies	7031	\$1,872	\$2,503	\$5,000	\$5,000
E-5.2 Office equipment, rent & repair	7032	\$208	\$220	\$2,000	\$2,000
E-5.3 Education	7033				
E-5.4 Registrations	7034				
E-5.5 Other (Specify)					
E-5.6 Postage/Del & Advertise	7035	\$751	\$2,038	\$3,750	\$3,750
E-5.7 Donation Drive Expenses	7035	\$1,470	\$1,692	\$4,000	\$4,000
E-5.8					
E-6 TOTAL ADMINISTRATION		\$69,193	\$75,877	\$104,670	\$104,670

Proposed Budget

Weston County Fire Protection 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

E-7.5

E-7.6

E-8 Travel

E-8.1 Mileage

E-8.2 Other (Specify)

E-8.3 Meals/Rooms/Schools

E-8.4

E-8.5

E-9 Operating supplies (List)

E-9.1 Operating Supplies

E-9.2 Repairs & Maintenance

E-9.3 Suppression Food/Drink

E-9.4

E-9.5

E-10 Program Services (List)

E-10.1 Dispatch Expenses

E-10.2 Coop Fees

E-10.3 Fed Grants & Match

E-10.4 Suppression Eq/Services

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

E-12.2 Emergency Relief

E-12.3 Other

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	\$117,822	\$98,581	\$341,590	\$341,590
7203				
7204				
7204				
7211	\$120	\$179	\$4,000	\$4,000
7212	\$2,787	\$3,527	\$15,000	\$15,000
7212				
7220	\$46,120	\$45,481	\$167,000	\$167,000
7220	\$80,127	\$155,198	\$294,000	\$294,000
7220	\$4,101	\$4,599	\$50,000	\$50,000
7220				
7230	\$0	\$0	\$15,000	\$15,000
7230	\$0	\$0	\$0	\$0
7230	\$21,028	\$53,525	\$313,756	\$313,756
7230	\$35,980	\$7,670	\$200,000	\$200,000
7400				
7400				
7400				
7400				
7450	\$21,770	\$28,239	\$54,000	\$54,000
7450	\$0	\$0	\$15,663	\$15,663
7450	\$9,833	\$10,393	\$75,700	\$75,700
7450				
	\$339,687	\$407,392	\$1,545,709	\$1,545,709

Proposed Budget

Weston County Fire Protection 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	\$1,792	\$1,645	\$7,000	\$7,000
E-14.2 Buildings and vehicles	7503	\$10,505	\$12,818	\$20,000	\$20,000
E-14.3 Equipment	7504				
E-14.4 Other (Specify)					
E-14.5 Fire Suppression Dues	7505	\$7,353	\$8,039	\$13,000	\$13,000
E-14.6 Fidelity Bonds	7505	\$300	\$375	\$1,000	\$1,000
E-14.7					
E-15 Indirect payroll costs:					
E-15.1 FICA (Social Security) taxes	7511	\$13,707	\$12,555	\$32,200	\$32,200
E-15.2 Workers Compensation	7512	\$36,895	\$14,447	\$33,600	\$33,600
E-15.3 Unemployment Taxes	7513	\$640	\$0	\$15,000	\$15,000
E-15.4 Retirement	7514	\$22,685	\$24,437	\$38,800	\$38,800
E-15.5 Health Insurance	7515	\$21,051	\$27,727	\$37,700	\$37,700
E-15.6 Other (Specify)					
E-15.7 Volunteer FF Pension	7516	\$7,163	\$7,312	\$10,575	\$10,575
E-15.8 Volunteer FF Mutual Aid	7516	\$130	\$165	\$450	\$450
E-15.9					
E-17 TOTAL INDIRECT COSTS		\$122,221	\$109,520	\$209,325	\$209,325

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				
D-1.2 Interest	6410				
D-1.3 Fees	6420				
D-2 TOTAL DEBT SERVICE		\$0	\$0	\$0	\$0

Proposed Budget

Weston County Fire Protection District

FYE 6/30/2024

NAME OF DISTRICT/BOARD

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	\$240,695	\$240,695	\$110,804
C-1.2	Savings and Investments	1040	\$293,384	\$293,384	\$428,853
C-1.3	General Fund CD Balance	1050	\$286,931	\$286,931	\$290,237
C-1.4	All Other Funds	1020	\$57,592	\$57,592	\$14,678
C-1.5	Reserves (From Below)		\$625,000	\$625,000	\$625,000
C-1.6	Total Estimated Cash and Investments on Hand		\$1,503,604	\$1,503,604	\$1,469,572
C-2	General Fund Reductions:				
C-2.1	a. Unpaid bills at FYE	2010			
C-2.2	b. Reserves		\$625,000	\$625,000	\$625,000
C-2.3	Total Deductions (a+b)		\$625,000	\$625,000	\$625,000
C-2.4	Estimated Non-Restricted Funds Available		\$878,604	\$878,604	\$844,572

DOA Chart
of Accounts

SINKING & DEBT SERVICE FUNDS

1070

		2021-2022	2022-2023	2023-2024	Pending
		Actual	Estimated	Proposed	Approval
C-3					
C-3.1	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					
C-4.1	Beginning Balance in Reserve Account (end of previous year)	\$625,000	\$625,000	\$625,000	\$625,000
C-4.2	Date of Reserve Approval in Minutes: Reaffirmed 7/11/2018				
C-4.3	Amount to be added to the reserve				
C-4.4	Date of Reserve Approval in Minutes:				
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	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	\$625,000	\$625,000	\$625,000	\$625,000

BOND FUNDS

1060

		2021-2022	2022-2023	2023-2024	Pending
		Actual	Estimated	Proposed	Approval
C-5					
C-5.1	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