

Proposed Budget

PIONEER WATER & SEWER DISTRICT	
Budget Hearing Information	
8917 POISON SPIDER RD	Location: 8917 POISON SPIDER RD
CASPER WY 82604	Date: 7/8/2019
307-472-7300	Time: 6:00PM
Natrona County	Budget Prepared by: LEE ANNE BAYNE

S-A	BUDGET MESSAGE	W.S. 16-4-104(d)
DISTRICT PLANS TO CONTINUE OPERATIONS AND CONTINUE EXPANSION PROJECT		

S-B	RESERVE DESCRIPTION
CAPITAL RESERVES FOR MAJOR REPAIR/REPLACEMENT AND EXPANSION. OPERATING RESERVE FOR EXCESS FUNDS, DEBT SERVICE RESERVE	

S-C

Names of Board Members	Date of End of Term
KENNETH L WATERS	11/30/22
LINDA TASLER	11/30/22
JENNY VASS	11/30/24
BETTE BARD	11/30/22
TIM KULHAVY	11/30/24

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?

8917 POISON SPIDER RD

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

MONTHLY BILLING

Where are the public meetings held?

8917 POISON SPIDER RD

PROPOSED BUDGET SUMMARY

OVERVIEW		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
S-1	Total Budgeted Expenditures	\$227,127	\$245,477	\$2,288,883	\$2,288,883
S-2	Total Principal to Pay on Debt	\$0	\$0	\$0	\$0
S-3	Total Change to Restricted Funds	\$156,849	\$9,346	\$135,000	\$135,000
S-4	Total General Fund and Forecasted Revenues Available	\$543,549	\$546,574	\$2,544,735	\$2,544,735
S-5	Amount requested from County Commissioners	\$71,083	\$69,000	\$80,000	\$80,000
S-6	Additional Funding Needed :			\$0	\$0

REVENUE SUMMARY		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
S-7	Operating Revenues	\$300,862	\$300,194	\$338,350	\$338,350
S-8	Tax levy (From the County Treasurer)	\$71,083	\$69,000	\$80,000	\$80,000
S-9	Government Support	\$0	\$0	\$523,366	\$523,366
S-10	Grants	\$0	\$0	\$1,432,881	\$1,432,881
S-11	Other County Support (Not from Co. Treas.)	\$0	\$0	\$0	\$0
S-12	Miscellaneous	\$7,440	\$13,216	\$7,000	\$7,000
S-13	Other Forecasted Revenue	\$0	\$0	\$0	\$0

S-14	Total Revenue	\$379,385	\$382,410	\$2,381,597	\$2,381,597
FY 7/1/19-6/30/20		PIONEER WATER & SEWER DISTRICT			

EXPENDITURE SUMMARY		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
S-15	Capital Outlay	\$6,212	\$16,620	\$1,992,483	\$1,992,483
S-16	Interest and Fees On Debt	\$0	\$0	\$0	\$0
S-17	Administration	\$74,848	\$55,752	\$78,700	\$78,700
S-18	Operations	\$138,173	\$164,727	\$208,000	\$208,000
S-19	Indirect Costs	\$7,894	\$8,378	\$9,700	\$9,700
S-20R	Expenditures paid by Reserves	\$0	\$0	\$0	\$0
S-20	Total Expenditures	\$227,127	\$245,477	\$2,288,883	\$2,288,883

DEBT SUMMARY		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
S-21	Principal Paid on Debt	\$0	\$0	\$0	\$0

CASH AND INVESTMENTS		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
S-22	TOTAL GENERAL FUNDS	\$164,164	\$164,164	\$163,138	\$163,138
Summary of Reserve Funds					
S-23	Beginning Balance in Reserve Accounts				
S-24	a. Sinking and Debt Service Funds	\$10,071	\$10,187	\$10,369	\$10,369
S-25	b. Reserves	\$463,128	\$619,861	\$629,025	\$629,025
S-26	c. Bond Funds	\$0	\$0	\$0	\$0
	Total Reserves (a+b+c)	\$473,199	\$630,048	\$639,394	\$639,394
S-27	Amount to be added				
S-28	a. Sinking and Debt Service Funds	\$116	\$182	\$35,000	\$35,000
S-29	b. Reserves	\$156,733	\$9,164	\$100,000	\$100,000
S-30	c. Bond Funds	\$0	\$0	\$0	\$0
	Total to be added (a+b+c)	\$156,849	\$9,346	\$135,000	\$135,000
S-31	Subtotal	\$630,048	\$639,394	\$774,394	\$774,394
S-32	Less Total to be spent	\$0	\$0	\$0	\$0
S-33	TOTAL RESERVES AT END OF FISCAL YEAR	\$630,048	\$639,394	\$774,394	\$774,394

End of Summary

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

DISTRICT ADDRESS: 8917 POISON SPIDER RD
CASPER WY 82604

PREPARED BY: LEE ANNE BAYNE

DISTRICT PHONE: 307-472-7300

Proposed Budget

PIONEER WATER & SEWER DISTRICT
 NAME OF DISTRICT/BOARD _____

FYE 6/30/2020 _____

PROPERTY TAXES AND ASSESSMENTS

		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
R-1	Property Taxes and Assessments Received				
R-1.1	Tax Levy (From the County Treasurer)	\$71,083	\$69,000	\$80,000	\$80,000
R-1.2	Other County Support				

FORECASTED REVENUE

		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
R-2	Revenues from Other Governments				
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) <u>SLIB LOAN</u>			\$523,366	\$523,366
R-2.5	Total Government Support	\$0	\$0	\$523,366	\$523,366
R-3	Operating Revenues				
R-3.1	Customer Charges	\$291,922	\$291,604	\$310,000	\$310,000
R-3.2	Sales of Goods or Services	\$8,940	\$8,590	\$28,350	\$28,350
R-3.3	Other Assessments				
R-3.4	Total Operating Revenues	\$300,862	\$300,194	\$338,350	\$338,350
R-4	Grants				
R-4.1	Direct Federal Grants				
R-4.2	Federal Grants thru State Agencies			\$158,217	\$158,217
R-4.3	Grants from State Agencies			\$1,274,664	\$1,274,664
R-4.4	Total Grants	\$0	\$0	\$1,432,881	\$1,432,881
R-5	Miscellaneous Revenue				
R-5.1	Interest	\$7,440	\$13,216	\$7,000	\$7,000
R-5.2	Other: Specify _____				
R-5.3	Other: Additional _____				
R-5.4	Total Miscellaneous	\$7,440	\$13,216	\$7,000	\$7,000
R-5.5	Total Forecasted Revenue	\$308,302	\$313,410	\$2,301,597	\$2,301,597
R-6	Other Forecasted Revenue				
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	Total Other Forecasted Revenue (a+b)	\$0	\$0	\$0	\$0

Proposed Budget

PIONEER WATER & SEWER DISTRICT
 NAME OF DISTRICT/BOARD

FYE 6/30/2020

CAPITAL OUTLAY BUDGET

		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
E-1	Capital Outlay				
E-1.1	Real Property				
E-1.2	Vehicles				
E-1.3	Office Equipment	\$2,898	\$683	\$10,000	\$10,000
E-1.4	Other (Specify)				
E-1.5	<u>IMPROVEMENTS</u>	\$3,314	\$15,937	\$1,982,483	\$1,982,483
E-1.6	_____				
E-1.7	_____				
E-1.8	TOTAL CAPITAL OUTLAY	\$6,212	\$16,620	\$1,992,483	\$1,992,483

ADMINISTRATION BUDGET

		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
E-2	Personnel Services				
E-2.1	Administrator	\$30,939	\$32,325	\$38,000	\$38,000
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	<u>MEETINGS</u>	\$967	\$914	\$3,200	\$3,200
E-3.5	_____				
E-3.6	_____				
E-4	Contractual Services				
E-4.1	Legal	\$1,846		\$4,000	\$4,000
E-4.2	Accounting/Auditing	\$3,400	\$3,400	\$13,500	\$13,500
E-4.3	Other (Specify)				
E-4.4	_____				
E-4.5	_____				
E-4.6	_____				
E-5	Other Administrative Expenses				
E-5.1	Office Supplies	\$2,422	\$5,226	\$5,000	\$5,000
E-5.2	Office equipment, rent & repair				
E-5.3	Education				
E-5.4	Registrations	\$632	\$822	\$750	\$750
E-5.5	Other (Specify)				
E-5.6	<u>OTHER ADMIN</u>	\$34,642	\$13,065	\$14,250	\$14,250
E-5.7	_____				
E-5.8	_____				
E-6	TOTAL ADMINISTRATION	\$74,848	\$55,752	\$78,700	\$78,700

Proposed Budget

PIONEER WATER & SEWER DISTRICT

FYE 6/30/2020

OPERATIONS BUDGET

			2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
E-7	Personnel Services					
E-7.1	Wages--Operations		\$31,709	\$32,900	\$32,900	\$32,900
E-7.2	Service Contracts					
E-7.3	Other (Specify)					
E-7.4	TRAINING		\$1,220	\$1,335	\$1,400	\$1,400
E-7.5						
E-7.6						
E-8	Travel					
E-8.1	Mileage		\$197	\$170	\$400	\$400
E-8.2	Other (Specify)					
E-8.3						
E-8.4						
E-8.5						
E-9	Operating supplies (List)					
E-9.1	SUPPLIES		\$870	\$1,552	\$1,000	\$1,000
E-9.2	TOOLS		\$219	\$0	\$1,200	\$1,200
E-9.3						
E-9.4						
E-9.5						
E-10	Program Services (List)					
E-10.1	WATER		\$77,743	\$80,419	\$85,000	\$85,000
E-10.2	REPAIR PARTS		\$12,528	\$22,024	\$40,000	\$40,000
E-10.3						
E-10.4						
E-10.5						
E-11	Contractual Arrangements (List)					
E-11.1	CONTRACTORS		\$10,148	\$22,644	\$40,000	\$40,000
E-11.2	ANALYSIS		\$544	\$615	\$1,000	\$1,000
E-11.3	CATHODIC ELEC		\$353	\$338	\$600	\$600
E-11.4						
E-11.5						
E-12	Other operations (Specify)					
E-12.1	VEHICLE		\$2,642	\$2,730	\$4,500	\$4,500
E-12.2						
E-12.3						
E-12.4						
E-12.5						
E-13	TOTAL OPERATIONS		\$138,173	\$164,727	\$208,000	\$208,000

Proposed Budget

PIONEER WATER & SEWER DISTRICT

FYE 6/30/2020

INDIRECT COSTS BUDGET

			2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
E-14	Insurance					
E-14.1	Liability					
E-14.2	Buildings and vehicles					
E-14.3	Equipment					
E-14.4	Other (Specify)					
E-14.5	<u>TOTAL INSURANCE</u>		\$2,568	\$2,828	\$3,500	\$3,500
E-14.6						
E-14.7						
E-15	Indirect payroll costs:					
E-15.1	FICA (Social Security) taxes		\$4,793	\$4,979	\$5,500	\$5,500
E-15.2	Workers Compensation		\$533	\$571	\$700	\$700
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-17	TOTAL INDIRECT COSTS		\$7,894	\$8,378	\$9,700	\$9,700

DEBT SERVICE BUDGET

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

Proposed Budget

PIONEER WATER & SEWER DISTRICT
 NAME OF DISTRICT/BOARD

FYE 6/30/2020

GENERAL FUNDS

		End of Year	Beginning	Beginning	Pending Approval
		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	
C-1	Balances at Beginning of Fiscal Year				
C-1.1	General Fund Checking Account Balance	\$109,994	\$109,994	\$16,675	\$16,675
C-1.2	Savings and Investments Account Balance	\$51,832	\$51,832	\$144,496	\$144,496
C-1.3	General Fund CD Balance		\$0		
C-1.4	All Other Funds	\$2,338	\$2,338	\$1,967	\$1,967
C-1.5	Reserves (From Below)	\$630,048	\$630,048	\$774,394	\$774,394
C-1.6	Total Estimated Cash and Investments on Hand	\$794,212	\$794,212	\$937,532	\$937,532
C-2	General Fund Reductions:				
C-2.1	a. Unpaid bills at FYE				
C-2.2	b. Reserves	\$630,048	\$639,394	\$774,394	\$774,394
C-2.3	Total Deductions (a+b)	\$630,048	\$639,394	\$774,394	\$774,394
C-2.4	Estimated Non-Restricted Funds Available	\$164,164	\$154,818	\$163,138	\$163,138

SINKING & DEBT SERVICE FUNDS

		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
C-3	Beginning Balance in Reserve Account (end of previous year)	\$10,071	\$10,187	\$10,369	\$10,369
C-3.1	Beginning Balance in Reserve Account (end of previous year)	\$10,071	\$10,187	\$10,369	\$10,369
C-3.2	Date of Reserve Approval in Minutes: _____				
C-3.3	Amount to be added to the reserve	\$116	\$182	\$35,000	\$35,000
C-3.4	Date of Reserve Approval in Minutes: _____				
C-3.5	SUB-TOTAL	\$10,187	\$10,369	\$45,369	\$45,369
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	\$10,187	\$10,369	\$45,369	\$45,369

RESERVES

		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
C-4	Beginning Balance in Reserve Account (end of previous year)	\$463,128	\$619,861	\$629,025	\$629,025
C-4.1	Beginning Balance in Reserve Account (end of previous year)	\$463,128	\$619,861	\$629,025	\$629,025
C-4.2	Date of Reserve Approval in Minutes: _____				
C-4.3	Amount to be added to the reserve	\$156,733	\$9,164	\$100,000	\$100,000
C-4.4	Date of Reserve Approval in Minutes: _____				
C-4.5	SUB-TOTAL	\$619,861	\$629,025	\$729,025	\$729,025
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	\$619,861	\$629,025	\$729,025	\$729,025

BOND FUNDS

		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
C-5	Beginning Balance in Reserve Account (end of previous year)		\$0	\$0	
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