

Proposed Budget

PIONEER WATER & SEWER DISTRICT	
Budget Hearing Information	
8917 POISON SPIDER RD	Location: 8917 POISON SPIDER RD
CASPER WY 82604	Date: 7/13/2020
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 FOR LOAN PAYMENTS	

S-C

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

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
---	------------------------------

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		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
S-1	Total Budgeted Expenditures	\$242,378	\$860,878	\$1,723,170	\$1,723,170
S-2	Total Principal to Pay on Debt	\$0	\$0	\$0	\$0
S-3	Total Change to Restricted Funds	\$12,171	\$43,604	\$0	\$0
S-4	Total General Fund and Forecasted Revenues Available	\$683,004	\$1,227,667	\$2,182,706	\$2,182,706
S-5	<i>Amount requested from County Commissioners</i>	\$75,552	\$73,767	\$80,000	\$80,000
S-6	Additional Funding Needed :			\$0	\$0

REVENUE SUMMARY		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
S-7	Operating Revenues	\$298,286	\$324,444	\$333,350	\$333,350
S-8	Tax levy (From the County Treasurer)	\$75,552	\$73,767	\$80,000	\$80,000
S-9	Government Support	\$0	\$170,000	\$353,366	\$353,366
S-10	Grants	\$0	\$350,000	\$1,082,881	\$1,082,881
S-11	Other County Support (Not from Co. Treas.)	\$0	\$0	\$0	\$0
S-12	Miscellaneous	\$14,282	\$14,572	\$7,000	\$7,000
S-13	Other Forecasted Revenue	\$0	\$0	\$0	\$0

S-14	Total Revenue	\$388,120	\$932,783	\$1,856,597	\$1,856,597
------	----------------------	-----------	-----------	-------------	-------------

FY 7/1/20-6/30/21 PIONEER WATER & SEWER DISTRICT

EXPENDITURE SUMMARY		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
S-15	Capital Outlay	\$22,080	\$622,955	\$1,410,000	\$1,410,000
S-16	Interest and Fees On Debt	\$0	\$0	\$0	\$0
S-17	Administration	\$52,008	\$60,576	\$83,450	\$83,450
S-18	Operations	\$159,902	\$168,932	\$219,900	\$219,900
S-19	Indirect Costs	\$8,388	\$8,415	\$9,820	\$9,820
S-20R	Expenditures paid by Reserves	\$0	\$0	\$0	\$0
S-20	Total Expenditures	\$242,378	\$860,878	\$1,723,170	\$1,723,170

DEBT SUMMARY		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
S-21	Principal Paid on Debt	\$0	\$0	\$0	\$0

CASH AND INVESTMENTS		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
S-22	TOTAL GENERAL FUNDS	\$294,884	\$294,884	\$326,109	\$326,109

Summary of Reserve Funds		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
S-23	Beginning Balance in Reserve Accounts				
S-24	a. Sinking and Debt Service Funds	\$10,187	\$10,409	\$45,554	\$45,554
S-25	b. Reserves	\$619,861	\$631,810	\$640,269	\$640,269
S-26	c. Bond Funds	\$0	\$0	\$0	\$0
	Total Reserves (a+b+c)	\$630,048	\$642,219	\$685,823	\$685,823
S-27	Amount to be added				
S-28	a. Sinking and Debt Service Funds	\$222	\$35,145	\$0	\$0
S-29	b. Reserves	\$11,949	\$8,459	\$0	\$0
S-30	c. Bond Funds	\$0	\$0	\$0	\$0
	Total to be added (a+b+c)	\$12,171	\$43,604	\$0	\$0
S-31	Subtotal	\$642,219	\$685,823	\$685,823	\$685,823
S-32	Less Total to be spent	\$0	\$0	\$0	\$0
S-33	TOTAL RESERVES AT END OF FISCAL YEAR	\$642,219	\$685,823	\$685,823	\$685,823

End of Summary

Date adopted by Special District _____

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

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 6/30/2021 _____

PROPERTY TAXES AND ASSESSMENTS

		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
R-1	Property Taxes and Assessments Received				
R-1.1	Tax Levy (From the County Treasurer)	\$75,552	\$73,767	\$80,000	\$80,000
R-1.2	Other County Support				

FORECASTED REVENUE

		2018-2019 Actual	2019-2020 Estimated	2020-2021 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>SRF LOAN</u>		\$170,000	\$353,366	\$353,366
R-2.5	Total Government Support	\$0	\$170,000	\$353,366	\$353,366
R-3	Operating Revenues				
R-3.1	Customer Charges	\$290,732	\$311,940	\$314,000	\$314,000
R-3.2	Sales of Goods or Services	\$7,554	\$12,504	\$19,350	\$19,350
R-3.3	Other Assessments				
R-3.4	Total Operating Revenues	\$298,286	\$324,444	\$333,350	\$333,350
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		\$350,000	\$924,664	\$924,664
R-4.4	Total Grants	\$0	\$350,000	\$1,082,881	\$1,082,881
R-5	Miscellaneous Revenue				
R-5.1	Interest	\$14,282	\$14,572	\$7,000	\$7,000
R-5.2	Other: Specify _____				
R-5.3	Other: Additional _____				
R-5.4	Total Miscellaneous	\$14,282	\$14,572	\$7,000	\$7,000
R-5.5	Total Forecasted Revenue	\$312,568	\$859,016	\$1,776,597	\$1,776,597
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

FYE 6/30/2021

NAME OF DISTRICT/BOARD

CAPITAL OUTLAY BUDGET

		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
E-1	Capital Outlay				
E-1.1	Real Property				
E-1.2	Vehicles				
E-1.3	Office Equipment	\$513	\$9,150		
E-1.4	Other (Specify)				
E-1.5	<u>INFRASTRUCTURE</u>	\$21,033	\$588,353	\$1,400,000	\$1,400,000
E-1.6	<u>OPERATIONAL EQUIP</u>	\$534	\$25,452	\$10,000	\$10,000
E-1.7					
E-1.8	TOTAL CAPITAL OUTLAY	\$22,080	\$622,955	\$1,410,000	\$1,410,000

ADMINISTRATION BUDGET

		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
E-2	Personnel Services				
E-2.1	Administrator	\$32,269	\$33,781	\$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>	\$935	\$969	\$3,200	\$3,200
E-3.5					
E-3.6					
E-4	Contractual Services				
E-4.1	Legal		\$4,311	\$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	\$4,288	\$2,948	\$5,000	\$5,000
E-5.2	Office equipment, rent & repair	\$2,419	\$2,374	\$2,000	\$2,000
E-5.3	Education	\$1,335	\$0	\$1,400	\$1,400
E-5.4	Registrations				
E-5.5	Other (Specify)				
E-5.6	<u>GENERAL ADMIN COST</u>	\$6,708	\$8,582	\$8,350	\$8,350
E-5.7	<u>SOFTWARE</u>	\$654	\$4,211	\$8,000	\$8,000
E-5.8					
E-6	TOTAL ADMINISTRATION	\$52,008	\$60,576	\$83,450	\$83,450

Proposed Budget

PIONEER WATER & SEWER DISTRICT

FYE 6/30/2021

OPERATIONS BUDGET

			2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
E-7	Personnel Services					
E-7.1	Wages--Operations		\$32,132	\$34,112	\$36,200	\$36,200
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		\$271	\$218	\$400	\$400
E-8.2	Other (Specify)					
E-8.3	VEHICLE EXP		\$2,462	\$2,687	\$4,500	\$4,500
E-8.4	_____					
E-8.5	_____					
E-9	Operating supplies (List)					
E-9.1	PARTS		\$28,088	\$11,508	\$40,000	\$40,000
E-9.2	SUPPLIESQ		\$1,235	\$1,110	\$1,000	\$1,000
E-9.3	TOOLS				\$1,200	\$1,200
E-9.4	_____					
E-9.5	_____					
E-10	Program Services (List)					
E-10.1	WATER		\$77,758	\$108,760	\$95,000	\$95,000
E-10.2	LAB FEES		\$594	\$1,058	\$1,000	\$1,000
E-10.3	CONTRACTORS		\$17,026	\$9,133	\$40,000	\$40,000
E-10.4	POWER		\$336	\$346	\$600	\$600
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	_____					
E-12.2	_____					
E-12.3	_____					
E-12.4	_____					
E-12.5	_____					
E-13	TOTAL OPERATIONS		\$159,902	\$168,932	\$219,900	\$219,900

Proposed Budget

PIONEER WATER & SEWER DISTRICT

FYE 6/30/2021

INDIRECT COSTS BUDGET

			2018-2019 Actual	2019-2020 Estimated	2020-2021 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>INSURANCE</u>		\$2,828	\$2,601	\$3,500	\$3,500
E-14.6						
E-14.7						
E-15	Indirect payroll costs:					
E-15.1	FICA (Social Security) taxes		\$4,927	\$5,194	\$5,500	\$5,500
E-15.2	Workers Compensation		\$565	\$592	\$700	\$700
E-15.3	Unemployment Taxes					
E-15.4	Retirement					
E-15.5	Health Insurance					
E-15.6	Other (Specify)					
E-15.7	<u>DIRECT DEP FEES</u>		\$68	\$28	\$120	\$120
E-15.8						
E-15.9						
E-17	TOTAL INDIRECT COSTS		\$8,388	\$8,415	\$9,820	\$9,820

DEBT SERVICE BUDGET

			2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
D-1	Debt Service					
D-1.1	Principal				\$0	
D-1.2	Interest				\$0	
D-1.3	Fees					
D-2	TOTAL DEBT SERVICE		\$0	\$0	\$0	\$0

Proposed Budget

PIONEER WATER & SEWER DISTRICT
 NAME OF DISTRICT/BOARD

FYE 6/30/2021

GENERAL FUNDS

	End of Year	Beginning	Beginning	Pending Approval
	2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	
C-1 Balances at Beginning of Fiscal Year				
C-1.1 General Fund Checking Account Balance	\$46,883	\$46,883	\$74,770	\$74,770
C-1.2 Savings and Investments Account Balance	\$245,436	\$245,436	\$249,071	\$249,071
C-1.3 General Fund CD Balance		\$0		
C-1.4 All Other Funds	\$2,565	\$2,565	\$2,268	\$2,268
C-1.5 Reserves (From Below)	\$642,219	\$642,219	\$685,823	\$685,823
C-1.6 Total Estimated Cash and Investments on Hand	\$937,103	\$937,103	\$1,011,932	\$1,011,932
C-2 General Fund Reductions:				
C-2.1 a. Unpaid bills at FYE				
C-2.2 b. Reserves	\$642,219	\$685,823	\$685,823	\$685,823
C-2.3 Total Deductions (a+b)	\$642,219	\$685,823	\$685,823	\$685,823
C-2.4 Estimated Non-Restricted Funds Available	\$294,884	\$251,280	\$326,109	\$326,109

SINKING & DEBT SERVICE FUNDS

	2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
C-3				
C-3.1 Beginning Balance in Reserve Account (end of previous year)	\$10,187	\$10,409	\$45,554	\$45,554
C-3.2 Date of Reserve Approval in Minutes: _____				
C-3.3 Amount to be added to the reserve	\$222	\$35,145		
C-3.4 Date of Reserve Approval in Minutes: _____				
C-3.5 SUB-TOTAL	\$10,409	\$45,554	\$45,554	\$45,554
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	\$10,409	\$45,554	\$45,554	\$45,554

RESERVES

	2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
C-4				
C-4.1 Beginning Balance in Reserve Account (end of previous year)	\$619,861	\$631,810	\$640,269	\$640,269
C-4.2 Date of Reserve Approval in Minutes: _____				
C-4.3 Amount to be added to the reserve	\$11,949	\$8,459		
C-4.4 Date of Reserve Approval in Minutes: _____				
C-4.5 SUB-TOTAL	\$631,810	\$640,269	\$640,269	\$640,269
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	\$631,810	\$640,269	\$640,269	\$640,269

BOND FUNDS

	2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending 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