

Proposed Budget

Central Wyoming Regional Water Systems Joint Powers Board	
Budget Hearing Information	
1500 SW Wyoming Blvd	Location: 1500 SW Wyoming Blvd
Casper, WY 82604	Date: 6/18/2019
307-265-6063	Time: 11:30 AM
Natona County	Budget Prepared by: Lynn McBride

S-A	BUDGET MESSAGE	W.S. 16-4-104(d)
<p>CWRWSJPB FY20 Budget Message</p> <p>Central Wyoming Regional Water System Joint Powers Board – FY20 Budget</p> <p>The Regional Water System (RWS) is a wholesale provider to nine wholesale customers, who in turn retail water to their individual customers. The Joint Powers Board has no staff of its own. It contracts with the City of Casper to manage, operate, and maintain the Regional Water System on behalf of the Joint Powers Board, who owns the Regional Water System.</p> <p>The Regional Water Budget has two components: 1) Water Treatment Plant Operations Budget which is fully reimbursable to the City of Casper. This budget covers most of the basic operation and maintenance expenditures; and, 2) Regional Water System Agency Budget which includes the Water Treatment Plant Operations Budget as a Reimbursable Contract Expense line item. The Agency Budget also includes user charge revenue, system development charge revenue, outside capital revenue, agency contractual expenditures, debt service expenditures, and new and replacement capital expenditures.</p> <p>The overall Water Treatment Plant Operations FY20 budget is 1.4% greater than the FY19 budget. Increases were seen in personnel costs, interdepartmental charges, and materials and supplies costs associated with equipment repair and water analysis equipment supplies. The FY20 Agency Budget assumes water rate revenues based on a five-year average of water sales adjusted for regional growth and rate increases. The budget for FY20 also assumes an average water production and sales year. Additional revenue is expected from system investment charges, which were increased in January 2019.</p> <p>The FY20 Agency Budget includes the receiving of \$1.3 M of State loan funding for capital construction of the SCADA/PLC Replacement Project. In addition, capital monies will be used for lower dollar equipment replacements.</p> <p>The Regional Water System has a current reserve balance of approximately \$6.05 M.</p> <p>There are no changes in financial policy by the Board for FY20.</p>		

S-B	RESERVE DESCRIPTION
<p>CWRWSJPB FY20 Reserve Description</p> <p>The Central Wyoming Regional Water System Joint Powers Board fund reserves are calculated in accordance with the Regional Water System Fund Reserves Policy as adopted by the Board in August 2007. That policy recommends the reserves be the sum of: a) Forty-five days of reserves for General Operation and Maintenance of the total budget year operation and maintenance expense; b) Forty-five days of</p>	

S-C		Does the district have regular office hours exceeding 20 hours per week?
Names of Board Members	Date of End of Term	<input checked="" type="checkbox"/> Yes
H.H. King Jr	12/31/19	<p>If Yes, enter</p> <p>Address of office: 1500 SW Wyoming Blvd</p> <p>City, State, Zip: Casper, WY 82604</p> <p>Phone Number: 307-265-6063</p> <p>Hours Open: 8am-5pm Monday-Friday</p>
Larry Keffer	4/1/20	
Charles Powell	12/31/21	
Ken Waters	12/31/19	
Chris Walsh	12/31/21	
Mike Huber	12/31/21	
Paul Bertoglio	12/31/21	
Steve Freil	12/31/19	

Where are the minutes of your board meeting available for public review?

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

Where are the public meetings held?

PROPOSED BUDGET SUMMARY

OVERVIEW		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
S-1	Total Budgeted Expenditures	\$10,283,293	\$9,493,270	\$5,367,747	\$5,367,747
S-2	Total Principal to Pay on Debt	\$1,769,647	\$1,881,758	\$2,086,798	\$2,086,798
S-3	Total Change to Restricted Funds	\$0	\$1,014,996	\$0	\$0
S-4	Total General Fund and Forecasted Revenues Available	\$14,419,392	\$10,447,207	\$11,504,110	\$11,504,110
S-5	Amount requested from County Commissioners	\$0	\$0	\$0	\$0
S-6	Additional Funding Needed :			\$0	\$0

REVENUE SUMMARY		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
S-7	Operating Revenues	\$6,237,515	\$6,620,000	\$7,351,511	\$7,351,511
S-8	Tax levy (From the County Treasurer)	\$0	\$0	\$0	\$0
S-9	Government Support	\$3,777,315	\$318,157	\$1,300,000	\$1,300,000
S-10	Grants	\$1,557,743	\$450,000	\$0	\$0
S-11	Other County Support (Not from Co. Treas.)	\$0	\$0	\$0	\$0
S-12	Miscellaneous	\$157,819	\$370,050	\$70,050	\$70,050
S-13	Other Forecasted Revenue	\$0	\$0	\$0	\$0

S-14	Total Revenue	\$11,730,392	\$7,758,207	\$8,721,561	\$8,721,561
FY 7/1/19-6/30/20 Central Wyoming Regional Water Systems Joint Powers Board					

EXPENDITURE SUMMARY		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
S-15	Capital Outlay	\$6,731,088	\$5,575,700	\$1,369,000	\$1,369,000
S-16	Interest and Fees On Debt	\$452,926	\$536,410	\$483,778	\$483,778
S-17	Administration	\$123,213	\$89,137	\$83,500	\$83,500
S-18	Operations	\$2,892,194	\$3,200,000	\$3,333,925	\$3,333,925
S-19	Indirect Costs	\$83,872	\$92,023	\$97,544	\$97,544
S-20R	Expenditures paid by Reserves	\$0	\$0	\$0	\$0
S-20	Total Expenditures	\$10,283,293	\$9,493,270	\$5,367,747	\$5,367,747

DEBT SUMMARY		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
S-21	Principal Paid on Debt	\$1,769,647	\$1,881,758	\$2,086,798	\$2,086,798

CASH AND INVESTMENTS		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
S-22	TOTAL GENERAL FUNDS	\$2,689,000	\$2,689,000	\$2,782,549	\$2,782,549
Summary of Reserve Funds					
S-23	Beginning Balance in Reserve Accounts				
S-24	a. Sinking and Debt Service Funds	\$381,685	\$381,685	\$381,685	\$381,685
S-25	b. Reserves	\$2,603,729	\$2,603,729	\$3,618,725	\$3,618,725
S-26	c. Bond Funds	\$0	\$0	\$0	\$0
	Total Reserves (a+b+c)	\$2,985,414	\$2,985,414	\$4,000,410	\$4,000,410
S-27	Amount to be added				
S-28	a. Sinking and Debt Service Funds	\$0	\$0	\$0	\$0
S-29	b. Reserves	\$0	\$1,014,996	\$0	\$0
S-30	c. Bond Funds	\$0	\$0	\$0	\$0
	Total to be added (a+b+c)	\$0	\$1,014,996	\$0	\$0
S-31	Subtotal	\$2,985,414	\$4,000,410	\$4,000,410	\$4,000,410
S-32	Less Total to be spent	\$0	\$0	\$0	\$0
S-33	TOTAL RESERVES AT END OF FISCAL YEAR	\$2,985,414	\$4,000,410	\$4,000,410	\$4,000,410

End of Summary

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

Date adopted by Special District _____

DISTRICT ADDRESS: 1500 SW Wyoming Blvd
Casper, WY 82604

PREPARED BY: Lynn McBride

DISTRICT PHONE: 307-265-6063

Proposed Budget

Central Wyoming Regional Water Systems Joint Powe
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)				
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>State Loan Proceeds</u>	\$3,777,315	\$318,157	\$1,300,000	\$1,300,000
R-2.5	Total Government Support	\$3,777,315	\$318,157	\$1,300,000	\$1,300,000
R-3	Operating Revenues				
R-3.1	Customer Charges	\$105,422	\$120,000	\$245,000	\$245,000
R-3.2	Sales of Goods or Services	\$6,132,093	\$6,500,000	\$7,106,511	\$7,106,511
R-3.3	Other Assessments				
R-3.4	Total Operating Revenues	\$6,237,515	\$6,620,000	\$7,351,511	\$7,351,511
R-4	Grants				
R-4.1	Direct Federal Grants				
R-4.2	Federal Grants thru State Agencies				
R-4.3	Grants from State Agencies	\$1,557,743	\$450,000	\$0	
R-4.4	Total Grants	\$1,557,743	\$450,000	\$0	\$0
R-5	Miscellaneous Revenue				
R-5.1	Interest	\$69,940	\$70,000	\$70,000	\$70,000
R-5.2	Other: Specify <u>Refund</u>	\$218	\$50	\$50	\$50
R-5.3	Other: See Additional	\$87,661	\$300,000		
R-5.4	Total Miscellaneous	\$157,819	\$370,050	\$70,050	\$70,050
R-5.5	Total Forecasted Revenue	\$11,730,392	\$7,758,207	\$8,721,561	\$8,721,561
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

Central Wyoming Regional Water Systems Joint Powers
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	\$5,518	\$42,000	\$0	
E-1.3	Office Equipment				
E-1.4	Other (Specify)				
E-1.5	<u>Building Improvements</u>	\$1,435,960	\$629,377	\$282,000	\$282,000
E-1.6	<u>Other Improvements</u>	\$5,265,735	\$4,824,287	\$1,071,000	\$1,071,000
E-1.7	see additional details	\$23,875	\$80,036	\$16,000	\$16,000
E-1.8	TOTAL CAPITAL OUTLAY	\$6,731,088	\$5,575,700	\$1,369,000	\$1,369,000

ADMINISTRATION BUDGET

		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
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			\$2,000	\$2,000
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	\$25,180	\$25,000	\$30,000	\$30,000
E-4.2	Accounting/Auditing	\$30,790	\$30,191	\$32,000	\$32,000
E-4.3	Other (Specify)				
E-4.4	<u>Engineering Svcs</u>	\$65,075	\$10,054		
E-4.5	<u>Consulting Fees</u>	\$378	\$21,642	\$15,000	\$15,000
E-4.6	see additional details	\$1,790	\$2,250	\$4,500	\$4,500
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	_____				
E-5.7	_____				
E-5.8					
E-6	TOTAL ADMINISTRATION	\$123,213	\$89,137	\$83,500	\$83,500

Proposed Budget

OPERATIONS BUDGET

		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
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	_____				
E-8.4	_____				
E-8.5	_____				
E-9	Operating supplies (List)				
E-9.1	_____				
E-9.2	_____				
E-9.3	_____				
E-9.4	_____				
E-9.5	_____				
E-10	Program Services (List)				
E-10.1	_____				
E-10.2	_____				
E-10.3	_____				
E-10.4	_____				
E-10.5	_____				
E-11	Contractual Arrangements (List)				
E-11.1	Reimbursable Contract	\$2,892,194	\$3,200,000	\$3,333,925	\$3,333,925
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	\$2,892,194	\$3,200,000	\$3,333,925	\$3,333,925

Proposed Budget

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>Ins All Liability & Property</u>		\$83,872	\$92,023	\$97,544	\$97,544
E-14.6	_____					
E-14.7	_____					
E-15	Indirect payroll costs:					
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	_____					
E-17	TOTAL INDIRECT COSTS		\$83,872	\$92,023	\$97,544	\$97,544

DEBT SERVICE BUDGET

			2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
D-1	Debt Service					
D-1.1	Principal		\$1,769,647	\$1,881,758	\$2,086,798	\$2,086,798
D-1.2	Interest		\$452,926	\$536,410	\$483,778	\$483,778
D-1.3	Fees					
D-2	TOTAL DEBT SERVICE		\$2,222,573	\$2,418,168	\$2,570,576	\$2,570,576

Proposed Budget

Central Wyoming Regional Water Systems Joint Power
 NAME OF DISTRICT/BOARD

FYE 6/30/2020

GENERAL FUNDS

		End of Year	Beginning	Beginning	
		2017-2018	2018-2019	2019-2020	Pending
		Actual	Estimated	Proposed	Approval
C-1	Balances at Beginning of Fiscal Year				
C-1.1	General Fund Checking Account Balance	\$10,961	\$10,961	\$10,173	\$10,173
C-1.2	Savings and Investments Account Balance	\$2,162,606	\$2,162,606	\$2,247,745	\$2,247,745
C-1.3	General Fund CD Balance	\$515,433	\$515,433	\$524,632	\$524,632
C-1.4	All Other Funds		\$0		
C-1.5	Reserves (From Below)	\$2,985,414	\$2,985,414	\$4,000,410	\$4,000,410
C-1.6	Total Estimated Cash and Investments on Hand	\$5,674,414	\$5,674,414	\$6,782,959	\$6,782,959
C-2	General Fund Reductions:				
C-2.1	a. Unpaid bills at FYE				
C-2.2	b. Reserves	\$2,985,414	\$4,000,410	\$4,000,410	\$4,000,410
C-2.3	Total Deductions (a+b)	\$2,985,414	\$4,000,410	\$4,000,410	\$4,000,410
C-2.4	Estimated Non-Restricted Funds Available	\$2,689,000	\$1,674,004	\$2,782,549	\$2,782,549

SINKING & DEBT SERVICE FUNDS

		2017-2018	2018-2019	2019-2020	Pending
		Actual	Estimated	Proposed	Approval
C-3	Beginning Balance in Reserve Account (end of previous year)	\$381,685	\$381,685	\$381,685	\$381,685
C-3.2	<i>Date of Reserve Approval in Minutes:</i> 8/21/2007				
C-3.3	Amount to be added to the reserve				
C-3.4	<i>Date of Reserve Approval in Minutes:</i> 8/21/2007				
C-3.5	SUB-TOTAL	\$381,685	\$381,685	\$381,685	\$381,685
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	TOTAL CAPITAL OUTLAY (a+b+c)	\$0	\$0	\$0	\$0
C-3.12	Balance to be retained	\$381,685	\$381,685	\$381,685	\$381,685

RESERVES

		2017-2018	2018-2019	2019-2020	Pending
		Actual	Estimated	Proposed	Approval
C-4	Beginning Balance in Reserve Account (end of previous year)	\$2,603,729	\$2,603,729	\$3,618,725	\$3,618,725
C-4.2	<i>Date of Reserve Approval in Minutes:</i> 8/21/2007				
C-4.3	Amount to be added to the reserve		\$1,014,996		
C-4.4	<i>Date of Reserve Approval in Minutes:</i> 8/21/2007				
C-4.5	SUB-TOTAL	\$2,603,729	\$3,618,725	\$3,618,725	\$3,618,725
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	<i>Date of Reserve Approval in Minutes:</i>				
C-4.11	TOTAL OTHER RESERVE OUTLAY (a+b+c)	\$0	\$0	\$0	\$0
C-4.12	Balance to be retained	\$2,603,729	\$3,618,725	\$3,618,725	\$3,618,725

BOND FUNDS

		2017-2018	2018-2019	2019-2020	Pending
		Actual	Estimated	Proposed	Approval
C-5	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	SUB-TOTAL	\$0	\$0	\$0	\$0
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	TOTAL TO BE SPENT	\$0	\$0	\$0	\$0

