

Proposed Budget

SOUTH OF LARAMIE WATER & SEWER DISTRICT	
Budget Hearing Information	
2461 COUNTY SHOP ROAD	Location: 2461 COUNTY SHOP ROAD
LARAMIE , WY 82070	Date: TUESDAY, JULY 11, 2023
307-742-8955	Time: 5:30 P.M
ALBANY COUNTY	Budget Prepared by: JIM SWECKARD, OPERATOR/ MANAGER

S-A BUDGET MESSAGE W.S. 16-12-403 (c)

The budget for FY 2023/2024 reflects a cash reserve of \$400,786 for unforeseen expenditures, and \$281,633 for capital expenditures. The district reflects that the reserve account will continue increasing at a rate of 3% for the next physical year, provided no big expenditures arise. The district is looking at the calendar year based upon plant investment, water consumption revenue that will increase our cash flow since we are gaining new accounts. The district reflects that our proposed operating projections are adequate to stay in balance for FY 2023/2024.

S-B RESERVE DESCRIPTION

N/A

S-C

Names of Board Members	Date of End of Term	Does the district have regular office hours exceeding 20 hours per week?
SUSAN ADLER	12/1/27	<input checked="" type="checkbox"/> Yes
FOSTER WHITE	12/1/24	
BRAEDEN HYDE	12/1/24	
ED BURNS	12/1/24	
MICHAEK PECK	12/1/27	

If Yes, enter

Address of office: 2461 COUNTY SHOP ROAD

City, State, Zip: LARAMIE, WY 82070

Phone Number: 307-742-8955

Hours Open: M-F 9AM-3PM

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

AVAILABLE IN OUR OFFICE AT 2461 COUNTY SHOP ROAD, VIA MAIL, OR EMAILED BY REQUEST

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

LISTED ON MONTHLY BILLS AND IN THE LARAMIE DAILY BOOMERANG

Where are the public meetings held?

2461 COUNTY SHOP ROAD, LARAMIE, WY 82070; AUGUST 8 BUDGET MEETING, HELD AT THE ALBANY COUNTY FAIRGROUNDS

PROPOSED BUDGET SUMMARY

OVERVIEW		2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Pending Approval
S-1	Total Budgeted Expenditures	\$409,021	\$394,903	\$437,885	\$437,888
S-2	Total Principal to Pay on Debt	\$18,250	\$17,714	\$18,388	\$18,388
S-3	Total Change to Restricted Funds	\$0	\$0	\$0	\$0
S-4	Total General Fund and Forecasted Revenues Available	\$1,076,633	\$1,092,267	\$1,225,001	\$1,225,001
S-5	<i>Amount requested from County Commissioners</i>	\$102,300	\$111,300	\$115,000	\$115,000
S-6	Additional Funding Needed :			\$0	\$0
	Projected Surplus:			\$768,729	\$768,729

REVENUE SUMMARY		2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Pending Approval
S-7	Operating Revenues	\$278,000	\$316,000	\$325,000	\$325,000
S-8	Tax levy (From the County Treasurer)	\$102,300	\$111,300	\$115,000	\$115,000
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	\$1,200	\$6,200	\$8,000	\$8,000
S-13	Other Forecasted Revenue	\$63,610	\$27,244	\$63,610	\$63,610

S-14	Total Revenue	\$445,110	\$460,744	\$511,610	\$511,610
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FY 7/1/23-6/30/24 SOUTH OF LARAMIE WATER & SEWER DISTRICT

EXPENDITURE SUMMARY		2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Pending Approval
S-15	Capital Outlay	\$20,750	\$19,463	\$20,888	\$20,888
S-16	Interest and Fees On Debt	\$18,250	\$17,714	\$18,387	\$18,387
S-17	Administration	\$45,477	\$42,585	\$56,700	\$56,700
S-18	Operations	\$274,521	\$262,629	\$284,010	\$284,010
S-19	Indirect Costs	\$50,023	\$52,512	\$57,900	\$57,900
S-20R	Expenditures paid by Reserves	\$0	\$0	\$0	\$0
S-20	Total Expenditures	\$409,021	\$394,903	\$437,885	\$437,888

DEBT SUMMARY		2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Pending Approval
S-21	Principal Paid on Debt	\$18,250	\$17,714	\$18,388	\$18,388

CASH AND INVESTMENTS		2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Pending Approval
S-22	TOTAL GENERAL FUNDS	\$631,523	\$631,523	\$713,391	\$713,391

Summary of Reserve Funds		2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Pending Approval
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: 2461 COUNTY SHOP ROAD
LARAMIE, WY 82070

PREPARED BY: JIM SWECKARD, OPERATOR/M

DISTRICT PHONE: 307-742-8955

Proposed Budget

SOUTH OF LARAMIE WATER & SEWER DISTRICT
 NAME OF DISTRICT/BOARD

FYE 6/30/2024

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	\$102,300	\$111,300	\$115,000	\$115,000
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				
R-3.2 Sales of Goods or Services	4300	\$158,000	\$158,000	\$165,000	\$165,000
R-3.3 Other Assessments	4503	\$120,000	\$158,000	\$160,000	\$160,000
R-3.4 Total Operating Revenues		\$278,000	\$316,000	\$325,000	\$325,000
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	\$1,200	\$6,200	\$8,000	\$8,000
R-5.2 Other: Specify _____	4500				
R-5.3 Other: Additional _____					
R-5.4 Total Miscellaneous		\$1,200	\$6,200	\$8,000	\$8,000
R-5.5 Total Forecasted Revenue		\$279,200	\$322,200	\$333,000	\$333,000
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 PLANT INVESTMENT FEES	4500	\$60,610	\$24,244	\$60,610	\$60,610
R-6.4 VISTABEAM	4500	\$3,000	\$3,000	\$3,000	\$3,000
R-6.5 _____					
R-6.6 Total Other Forecasted Revenue (a+b)		\$63,610	\$27,244	\$63,610	\$63,610

Proposed Budget

SOUTH OF LARAMIE WATER & SEWER DISTRICT
 NAME OF DISTRICT/BOARD

FYE 6/30/2024

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				
E-1.2 Vehicles	6210				
E-1.3 Office Equipment	6211	\$1,500	\$1,549	\$1,500	\$1,500
E-1.4 Other (Specify)					
E-1.5 INTEREST & FEES ON DEBT	6200	\$18,250	\$17,714	\$18,388	\$18,388
E-1.6 MISCELLANEOUS	6200	\$1,000	\$200	\$1,000	\$1,000
E-1.7					
E-1.8 TOTAL CAPITAL OUTLAY		\$20,750	\$19,463	\$20,888	\$20,888

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	\$22,477	\$23,260	\$31,200	\$31,200
E-2.2 Secretary	7003				
E-2.3 Clerical	7004				
E-2.4 Other (Specify)					
E-2.5	7005				
E-2.6	7005				
E-2.7					
E-3 Board Expenses					
E-3.1 Travel	7011				
E-3.2 Mileage	7012				
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	\$3,000	\$0	\$1,500	\$1,500
E-4.2 Accounting/Auditing	7022	\$7,000	\$9,000	\$9,600	\$9,600
E-4.3 Other (Specify)					
E-4.4 LEGAL AD	7023	\$1,200	\$500	\$1,800	\$1,800
E-4.5 ELECTIONS	7023	\$0	\$700	\$0	
E-4.6 see additional details		\$500		\$500	\$500
E-5 Other Administrative Expenses					
E-5.1 Office Supplies	7031	\$5,000	\$5,800	\$6,800	\$6,800
E-5.2 Office equipment, rent & repair	7032				
E-5.3 Education	7033	\$1,800	\$350	\$1,800	\$1,800
E-5.4 Registrations	7034				
E-5.5 Other (Specify)					
E-5.6 MEMBERSHIP FEES	7035	\$500	\$475	\$500	\$500
E-5.7 EQUIPMENT CONTRACTS	7035	\$4,000	\$2,500	\$3,000	\$3,000
E-5.8					
E-6 TOTAL ADMINISTRATION		\$45,477	\$42,585	\$56,700	\$56,700

Proposed Budget

SOUTH OF LARAMIE WATER & SEWER DISTRICT

FYE 6/30/2024

OPERATIONS BUDGET

	DOA Chart of Accounts	2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Pending Approval
E-7	Personnel Services				
E-7.1	Wages--Operations	7202 \$54,836	\$54,986	\$61,000	\$61,000
E-7.2	Service Contracts	7203			
E-7.3	Other (Specify)				
E-7.4	BACK UP OPERATOR	7204 \$9,800	\$6,200	\$9,800	\$9,800
E-7.5		7204			
E-7.6	see additional details	\$725	\$1,137	\$1,300	\$1,300
E-8	Travel				
E-8.1	Mileage	7211 \$5,000	\$5,680	\$5,800	\$5,800
E-8.2	Other (Specify)				
E-8.3	TRANSMISSION & DISTRIBUTION	7212 \$19,000	\$30,547	\$40,000	\$40,000
E-8.4	PLANT INVESTMENT FEES	7212 \$30,210	\$12,084	\$30,210	\$30,210
E-8.5					
E-9	Operating supplies (List)				
E-9.1	WATER PURCHASE	7220 \$98,000	\$99,300	\$115,000	\$115,000
E-9.2		7220			
E-9.3		7220			
E-9.4		7220			
E-9.5					
E-10	Program Services (List)				
E-10.1		7230			
E-10.2		7230			
E-10.3		7230			
E-10.4		7230			
E-10.5					
E-11	Contractual Arrangements (List)				
E-11.1		7400			
E-11.2		7400			
E-11.3		7400			
E-11.4		7400			
E-11.5					
E-12	Other operations (Specify)				
E-12.1	UTILITIES	7450 \$15,600	\$16,800	\$17,500	\$17,500
E-12.2	FLAG POLE	7450 \$350	\$250	\$350	\$350
E-12.3	WATER TESTING	7450 \$6,000	\$2,100	\$2,500	\$2,500
E-12.4		7450			
E-12.5	see additional details	\$35,000	\$33,545	\$550	\$550
E-13	TOTAL OPERATIONS	\$274,521	\$262,629	\$284,010	\$284,010

Proposed Budget

SOUTH OF LARAMIE WATER & SEWER 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	\$2,000	\$2,000	\$2,000
E-14.2	Buildings and vehicles	7503	\$6,473	\$8,452	\$9,250
E-14.3	Equipment	7504			
E-14.4	Other (Specify)				
E-14.5	<u>OFFICER/DIRECTORY POLICY</u>	7505	\$1,800	\$1,985	\$2,000
E-14.6	<u>BOND FOR TREASURER</u>	7505	\$250	\$125	\$250
E-14.7					
E-15	Indirect payroll costs:				
E-15.1	FICA (Social Security) taxes	7511	\$8,000	\$6,250	\$9,000
E-15.2	Workers Compensation	7512			
E-15.3	Unemployment Taxes	7513			
E-15.4	Retirement	7514			
E-15.5	Health Insurance	7515	\$31,500	\$33,700	\$35,400
E-15.6	Other (Specify)				
E-15.7		7516			
E-15.8		7516			
E-15.9					
E-17	TOTAL INDIRECT COSTS		\$50,023	\$52,512	\$57,900

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	\$18,250	\$17,714	\$18,388
D-1.2	Interest	6410	\$18,250	\$17,714	\$18,387
D-1.3	Fees	6420			
D-2	TOTAL DEBT SERVICE		\$36,500	\$35,428	\$36,775

Proposed Budget

SOUTH OF LARAMIE WATER & SEWER DISTRICT
 NAME OF DISTRICT/BOARD

FYE 6/30/2024

GENERAL FUNDS

		End of Year	Beginning	Beginning		
		2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Pending Approval	
C-1	Balances at Beginning of Fiscal Year	DOA Chart of Accounts				
C-1.1	General Fund Checking	1010	\$28,769	\$28,769	\$22,483	\$22,483
C-1.2	Savings and Investments	1040	\$313,123	\$313,123	\$384,919	\$384,919
C-1.3	General Fund CD Balance	1050	\$14,631	\$14,631	\$20,685	\$20,685
C-1.4	All Other Funds	1020	\$275,000	\$275,000	\$285,304	\$285,304
C-1.5	Reserves (From Below)		\$0	\$0	\$0	\$0
C-1.6	Total Estimated Cash and Investments on Hand		\$631,523	\$631,523	\$713,391	\$713,391
C-2	General Fund Reductions:					
C-2.1	a. Unpaid bills at FYE	2010				
C-2.2	b. Reserves		\$0	\$0	\$0	\$0
C-2.3	Total Deductions (a+b)		\$0	\$0	\$0	\$0
C-2.4	Estimated Non-Restricted Funds Available		\$631,523	\$631,523	\$713,391	\$713,391

	DOA Chart of Accounts	
SINKING & DEBT SERVICE FUNDS	1070	

		2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Pending Approval
C-3	Beginning Balance in Reserve Account (end of previous year)		\$0	\$0	
C-3.2	<i>Date of Reserve Approval in Minutes:</i> _____				
C-3.3	Amount to be added to the reserve				
C-3.4	<i>Date of Reserve Approval in Minutes:</i> _____				
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	<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	\$0	\$0	\$0	\$0

RESERVES	1090	
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		2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Pending Approval
C-4	Beginning Balance in Reserve Account (end of previous year)		\$0	\$0	
C-4.2	<i>Date of Reserve Approval in Minutes:</i> _____				
C-4.3	Amount to be added to the reserve				
C-4.4	<i>Date of Reserve Approval in Minutes:</i> _____				
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	<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	\$0	\$0	\$0	\$0

BOND FUNDS	1060	
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		2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Pending 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