

Final Budget

| Cook Road Water District | |
|----------------------------|---|
| Budget Hearing Information | |
| PO Box 2682 | Location: 400 S Gillette Ave, Suite 106, Gillette |
| Gillette, WY 82717 | Date: 6/27/2019 |
| 307-685-8235 | Time: 5:30 p.m. |
| Campbell County | Budget Prepared by: Helenanne Cathey |

| S-A | BUDGET MESSAGE | W.S. 16-4-104(d) |
|-----|--|------------------|
| | Cook Road Water District manages the water system. . | |

| S-B | RESERVE DESCRIPTION |
|-----|--|
| | The District has reserve accounts for capital improvements and major repairs. \$40,000 is budgeted for major repairs if it is needed from reserves (pump / major well repair). If repairs are minimal in a fiscal year, any surplus cash is transferred to reserves for maintenance of the water well and distribution system or is used to pay down the loan principle balances. Additional principle was paid this last fiscal year. Additional money was also transferred to reserves this last fiscal year to prepare for major repairs that are anticipated in the coming years |

| S-C | | Does the district have regular office hours exceeding 20 hours per week? |
|-------------------------------|----------------------------|--|
| Names of Board Members | Date of End of Term | <input type="checkbox"/> Yes |
| Angela Williams, Chair | Nov., 2019 | If Yes, enter Address of office: 400 S Gillette Ave, Suite 106 City, State, Zip: Gillette, WY 82716 Phone Number: 307-685-8235 Hours Open: Monday - Thursday, 9-5 <div style="border: 1px solid black; height: 30px; margin-top: 10px;"></div> |
| Eric Powers, Vice Chair | Nov., 2019 | |
| Denise Nannemann, Secretary | Nov., 2021 | |
| Mike Powers, Treasurer | Nov., 2021 | |
| Mike Fuller, Director | Nov., 2019 | |
| | | |
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| | | |

Where are the minutes of your board meeting available for public review?
 400 S Gillette Avenue, Suite 106, Gillette and online at www.catheyconsulting.net

How and where are the notices of meeting posted for the public?
www.catheyconsulting.net and in meeting inutes

Where are the public meetings held?
 400 S Gillette Ave, Suite 106, Gillette

FINAL BUDGET SUMMARY

| OVERVIEW | | 2017-2018 Actual | 2018-2019 Estimated | 2019-2020 Proposed | Final Approval |
|----------|---|---------------------|------------------------|-----------------------|----------------|
| S-1 | Total Budgeted Expenditures | \$69,669 | \$67,551 | \$176,031 | \$194,449 |
| S-2 | Total Principal to Pay on Debt | \$33,997 | \$59,729 | \$37,009 | \$37,009 |
| S-3 | Total Change to Restricted Funds | \$0 | \$34,984 | \$500 | \$500 |
| S-4 | Total General Fund and Forecasted Revenues Available | \$237,016 | \$236,516 | \$213,540 | \$231,958 |
| S-5 | <i>Amount requested from County Commissioners</i> | \$0 | \$0 | \$0 | \$0 |
| S-6 | Additional Funding Needed : | | | \$0 | \$0 |

| REVENUE SUMMARY | | 2017-2018 Actual | 2018-2019 Estimated | 2019-2020 Proposed | Final Approval |
|-----------------|---|---------------------|------------------------|-----------------------|----------------|
| S-7 | Operating Revenues | \$130,068 | \$129,504 | \$145,911 | \$143,935 |
| S-8 | Tax levy (From the County Treasurer) | \$0 | \$0 | \$0 | \$0 |
| 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 | \$149 | \$213 | \$400 | \$1,000 |
| S-13 | Other Forecasted Revenue | \$0 | \$0 | \$0 | \$3,000 |

| | | | | | |
|-------------------|----------------------|--------------------------|-----------|-----------|-----------|
| S-14 | Total Revenue | \$130,217 | \$129,717 | \$146,311 | \$147,935 |
| FY 7/1/19-6/30/20 | | Cook Road Water District | | | |

| EXPENDITURE SUMMARY | | 2017-2018 Actual | 2018-2019 Estimated | 2019-2020 Proposed | Final Approval |
|---------------------|--------------------------------------|---------------------|------------------------|-----------------------|----------------|
| S-15 | Capital Outlay | \$0 | \$0 | \$0 | \$0 |
| S-16 | Interest and Fees On Debt | \$21,012 | \$19,565 | \$18,000 | \$18,000 |
| S-17 | Administration | \$10,039 | \$10,248 | \$10,848 | \$10,848 |
| S-18 | Operations | \$35,181 | \$34,337 | \$143,278 | \$161,696 |
| S-19 | Indirect Costs | \$3,437 | \$3,401 | \$3,905 | \$3,905 |
| S-20R | Expenditures paid by Reserves | \$0 | \$0 | \$0 | \$0 |
| S-20 | Total Expenditures | \$69,669 | \$67,551 | \$176,031 | \$194,449 |

| DEBT SUMMARY | | 2017-2018 Actual | 2018-2019 Estimated | 2019-2020 Proposed | Final Approval |
|--------------|-------------------------------|---------------------|------------------------|-----------------------|----------------|
| S-21 | Principal Paid on Debt | \$33,997 | \$59,729 | \$37,009 | \$37,009 |

| CASH AND INVESTMENTS | | 2017-2018 Actual | 2018-2019 Estimated | 2019-2020 Proposed | Final Approval |
|----------------------|----------------------------|---------------------|------------------------|-----------------------|----------------|
| S-22 | TOTAL GENERAL FUNDS | \$106,799 | \$106,799 | \$67,229 | \$84,023 |

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 | \$118,288 | \$118,288 | \$153,272 | \$153,275 |
| S-26 | c. Bond Funds | \$0 | \$0 | \$0 | \$0 |
| | Total Reserves (a+b+c) | \$118,288 | \$118,288 | \$153,272 | \$153,275 |
| S-27 | Amount to be added | | | | |
| S-28 | a. Sinking and Debt Service Funds | \$0 | \$0 | \$0 | \$0 |
| S-29 | b. Reserves | \$0 | \$34,984 | \$500 | \$500 |
| S-30 | c. Bond Funds | \$0 | \$0 | \$0 | \$0 |
| | Total to be added (a+b+c) | \$0 | \$34,984 | \$500 | \$500 |
| S-31 | Subtotal | \$118,288 | \$153,272 | \$153,772 | \$153,775 |
| S-32 | Less Total to be spent | \$0 | \$0 | \$0 | \$0 |
| S-33 | TOTAL RESERVES AT END OF FISCAL YEAR | \$118,288 | \$153,272 | \$153,772 | \$153,775 |

End of Summary

Mike Powers, Treasurer _____
 Budget Officer / District Official (if not same as "Submitted by")

Date adopted by Special District 6/27/2019

DISTRICT ADDRESS: PO Box 2682
 Gillette, WY 82717

PREPARED BY: Helenanne Cathey

DISTRICT PHONE: 307-685-8235

Final Budget

Cook Road Water District
 NAME OF DISTRICT/BOARD _____

FYE 6/30/2020 _____

PROPERTY TAXES AND ASSESSMENTS

| | | 2017-2018 Actual | 2018-2019 Estimated | 2019-2020 Proposed | Final 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 | Final 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) _____ | | | | |
| R-2.5 | Total Government Support | \$0 | \$0 | \$0 | \$0 |
| R-3 | Operating Revenues | | | | |
| R-3.1 | Customer Charges | \$130,068 | \$129,504 | \$145,911 | \$143,935 |
| R-3.2 | Sales of Goods or Services | | | | |
| R-3.3 | Other Assessments | | | | |
| R-3.4 | Total Operating Revenues | \$130,068 | \$129,504 | \$145,911 | \$143,935 |
| R-4 | Grants | | | | |
| R-4.1 | Direct Federal Grants | | | | |
| R-4.2 | Federal Grants thru State Agencies | | | | |
| R-4.3 | Grants from State Agencies | | | | |
| R-4.4 | Total Grants | \$0 | \$0 | \$0 | \$0 |
| R-5 | Miscellaneous Revenue | | | | |
| R-5.1 | Interest | \$149 | \$213 | \$400 | \$1,000 |
| R-5.2 | Other: Specify _____ | | | | |
| R-5.3 | Other: Additional _____ | | | | |
| R-5.4 | Total Miscellaneous | \$149 | \$213 | \$400 | \$1,000 |
| R-5.5 | Total Forecasted Revenue | \$130,217 | \$129,717 | \$146,311 | \$144,935 |
| 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 | <u>Receivables</u> _____ | | | | \$3,000 |
| R-6.4 | _____ | | | | |
| R-6.5 | _____ | | | | |
| R-6.6 | Total Other Forecasted Revenue (a+b) | \$0 | \$0 | \$0 | \$3,000 |

Final Budget

Cook Road Water District
 NAME OF DISTRICT/BOARD

FYE 6/30/2020

CAPITAL OUTLAY BUDGET

| | | 2017-2018 Actual | 2018-2019 Estimated | 2019-2020 Proposed | Final Approval |
|------------|-----------------------------|---------------------|------------------------|-----------------------|----------------|
| E-1 | Capital Outlay | | | | |
| E-1.1 | Real Property | | | | |
| E-1.2 | Vehicles | | | | |
| E-1.3 | Office Equipment | | | | |
| E-1.4 | Other (Specify) | | | | |
| E-1.5 | _____ | | | | |
| E-1.6 | _____ | | | | |
| E-1.7 | | | | | |
| E-1.8 | TOTAL CAPITAL OUTLAY | \$0 | \$0 | \$0 | \$0 |

ADMINISTRATION BUDGET

| | | 2017-2018 Actual | 2018-2019 Estimated | 2019-2020 Proposed | Final 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 | | | | |
| 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 | | | | |
| E-4.2 | Accounting/Auditing | | | | |
| E-4.3 | Other (Specify) | | | | |
| E-4.4 | _____ | | | | |
| E-4.5 | _____ | | | | |
| E-4.6 | | | | | |
| 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 | Total Administrative | \$10,039 | \$10,248 | \$10,848 | \$10,848 |
| E-5.7 | _____ | | | | |
| E-5.8 | | | | | |
| E-6 | TOTAL ADMINISTRATION | \$10,039 | \$10,248 | \$10,848 | \$10,848 |

Final Budget

Cook Road Water District

FYE 6/30/2020

| |
|--------------------------|
| OPERATIONS BUDGET |
|--------------------------|

| | | 2017-2018 Actual | 2018-2019 Estimated | 2019-2020 Proposed | Final 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 | _____ | | | | |
| E-11.2 | _____ | | | | |
| E-11.3 | _____ | | | | |
| E-11.4 | _____ | | | | |
| E-11.5 | _____ | | | | |
| E-12 | Other operations (Specify) | | | | |
| E-12.1 | Total Operations | \$35,181 | \$34,337 | \$76,049 | \$77,673 |
| E-12.2 | Misc./Major Repairs | | | \$67,229 | \$84,023 |
| E-12.3 | _____ | | | | |
| E-12.4 | _____ | | | | |
| E-12.5 | _____ | | | | |
| E-13 | TOTAL OPERATIONS | \$35,181 | \$34,337 | \$143,278 | \$161,696 |

Final Budget

Cook Road Water District

FYE 6/30/2020

INDIRECT COSTS BUDGET

| | | | 2017-2018 Actual | 2018-2019 Estimated | 2019-2020 Proposed | Final Approval |
|-------------|--------------------------------|--|---------------------|------------------------|-----------------------|----------------|
| E-14 | Insurance | | | | | |
| E-14.1 | Liability | | \$3,437 | \$3,401 | \$3,905 | \$3,905 |
| E-14.2 | Buildings and vehicles | | | | | |
| E-14.3 | Equipment | | | | | |
| E-14.4 | Other (Specify) | | | | | |
| E-14.5 | _____ | | | | | |
| 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 | | \$3,437 | \$3,401 | \$3,905 | \$3,905 |

DEBT SERVICE BUDGET

| | | | 2017-2018 Actual | 2018-2019 Estimated | 2019-2020 Proposed | Final Approval |
|------------|---------------------------|--|---------------------|------------------------|-----------------------|-----------------|
| D-1 | Debt Service | | | | | |
| D-1.1 | Principal | | \$33,997 | \$59,729 | \$37,009 | \$37,009 |
| D-1.2 | Interest | | \$21,012 | \$19,565 | \$18,000 | \$18,000 |
| D-1.3 | Fees | | | | | |
| D-2 | TOTAL DEBT SERVICE | | \$55,009 | \$79,294 | \$55,009 | \$55,009 |

Final Budget

Cook Road Water District

FYE 6/30/2020

NAME OF DISTRICT/BOARD

GENERAL FUNDS

| | | End of Year | Beginning | Beginning | |
|------------|---|------------------|------------------|------------------|------------------|
| | | 2017-2018 | 2018-2019 | 2019-2020 | Final Approval |
| | | Actual | Estimated | Proposed | |
| C-1 | Balances at Beginning of Fiscal Year | | | | |
| C-1.1 | General Fund Checking Account Balance | \$106,799 | \$106,799 | \$67,229 | \$84,023 |
| C-1.2 | Savings and Investments Account Balance | | \$0 | | |
| C-1.3 | General Fund CD Balance | | \$0 | | |
| C-1.4 | All Other Funds | | \$0 | | |
| C-1.5 | Reserves (From Below) | \$118,288 | \$118,288 | \$153,772 | \$153,775 |
| C-1.6 | Total Estimated Cash and Investments on Hand | \$225,087 | \$225,087 | \$221,001 | \$237,798 |
| C-2 | General Fund Reductions: | | | | |
| C-2.1 | a. Unpaid bills at FYE | | | | |
| C-2.2 | b. Reserves | \$118,288 | \$153,272 | \$153,772 | \$153,775 |
| C-2.3 | Total Deductions (a+b) | \$118,288 | \$153,272 | \$153,772 | \$153,775 |
| C-2.4 | Estimated Non-Restricted Funds Available | \$106,799 | \$71,815 | \$67,229 | \$84,023 |

SINKING & DEBT SERVICE FUNDS

| | | 2017-2018 | 2018-2019 | 2019-2020 | Final Approval |
|------------|--|------------|------------|------------|----------------|
| | | Actual | Estimated | Proposed | |
| C-3 | Beginning Balance in Reserve Account (end of previous year) | | \$0 | \$0 | |
| C-3.1 | 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

| | | 2017-2018 | 2018-2019 | 2019-2020 | Final Approval |
|------------|--|------------------|------------------|------------------|------------------|
| | | Actual | Estimated | Proposed | |
| C-4 | Beginning Balance in Reserve Account (end of previous year) | \$118,288 | \$118,288 | \$153,272 | \$153,275 |
| C-4.1 | Beginning Balance in Reserve Account (end of previous year) | \$118,288 | \$118,288 | \$153,272 | \$153,275 |
| C-4.2 | <i>Date of Reserve Approval in Minutes:</i> | | | | |
| C-4.3 | Amount to be added to the reserve | | \$34,984 | \$500 | \$500 |
| C-4.4 | <i>Date of Reserve Approval in Minutes:</i> | | | | |
| C-4.5 | SUB-TOTAL | \$118,288 | \$153,272 | \$153,772 | \$153,775 |
| 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 | \$118,288 | \$153,272 | \$153,772 | \$153,775 |

BOND FUNDS

| | | 2017-2018 | 2018-2019 | 2019-2020 | Final Approval |
|------------|--|------------|------------|------------|----------------|
| | | Actual | Estimated | Proposed | |
| 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 | <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 |