

Proposed Budget

Heritage Village Water and Sewer District	
Budget Hearing Information	
PO Box 3123	Location: Fire Training Center - 701 Larch Street
Gillette, WY 82717	Date: 7/15/2019
307-682-4770	Time: 7:00pm
Campbell County	Budget Prepared by: Rebecca Vondrak

S-A BUDGET MESSAGE W.S. 16-4-104(d)

Due to the weather this spring, they were once again unable to get the well done by Fiscal Year end; so that will be carried over into our 19-20 FY Budget and it did not get spent in 18-19 Budget as they had originally planned.

S-B RESERVE DESCRIPTION

None

S-C

Names of Board Members	Date of End of Term	Does the district have regular office hours exceeding 20 hours per week?
Lori Griswold	5/5/20	<input type="checkbox"/> Yes
Linda Johnson	5/10/22	<p>If Yes, enter</p> <p>Address of office: 4314 Quarter Horse Ave.</p> <p>City, State, Zip: Gillette, WY 82718</p> <p>Phone Number: 307-682-4770</p> <p>Hours Open: 9am - 5pm Monday - Friday</p>
Gail Eliasson	5/5/20	
Lillian Phelps	5/10/22	
Robert Evens	5/10/22	

Where are the minutes of your board meeting available for public review?
 Filed at the Office - 4314 Quarter Horse Ave.

How and where are the notices of meeting posted for the public?
 Regular meetings are every 3rd Monday and mentioned in their annual letter - Annual meetings, postcards and automated phone calls are sent out

Where are the public meetings held?
 Fire Training Center - 701 Larch Street

PROPOSED BUDGET SUMMARY

OVERVIEW		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
S-1	Total Budgeted Expenditures	\$127,241	\$554,792	\$557,820	\$557,820
S-2	Total Principal to Pay on Debt	\$0	\$0	\$0	\$0
S-3	Total Change to Restricted Funds	\$0	\$0	\$0	\$0
S-4	Total General Fund and Forecasted Revenues Available	\$323,524	\$624,881	\$557,989	\$557,989
S-5	<i>Amount requested from County Commissioners</i>	\$55,031	\$45,000	\$45,000	\$45,000
S-6	Additional Funding Needed :			\$0	\$0

REVENUE SUMMARY		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
S-7	Operating Revenues	\$4,212	\$3,000	\$3,000	\$3,000
S-8	Tax levy (From the County Treasurer)	\$55,031	\$45,000	\$45,000	\$45,000
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	\$91,300	\$403,900	\$439,900	\$439,900
S-13	Other Forecasted Revenue	\$0	\$0	\$0	\$0

S-14	Total Revenue	\$150,543	\$451,900	\$487,900	\$487,900
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Heritage Village Water and Sewer District

FY 7/1/19-6/30/20

EXPENDITURE SUMMARY		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
S-15	Capital Outlay	\$114	\$90	\$120	\$120
S-16	Interest and Fees On Debt	\$0	\$0	\$0	\$0
S-17	Administration	\$72,885	\$74,202	\$76,900	\$76,900
S-18	Operations	\$49,361	\$475,500	\$475,800	\$475,800
S-19	Indirect Costs	\$4,880	\$5,000	\$5,000	\$5,000
S-20R	Expenditures paid by Reserves	\$0	\$0	\$0	\$0
S-20	Total Expenditures	\$127,241	\$554,792	\$557,820	\$557,820

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	\$172,981	\$172,981	\$70,089	\$70,089

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	\$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: PO Box 3123
Gillette, WY 82717

PREPARED BY: Rebecca Vondrak

DISTRICT PHONE: 307-682-4770

Proposed Budget

Heritage Village Water and Sewer District

FYE 6/30/2020

NAME OF DISTRICT/BOARD

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)	\$55,031	\$45,000	\$45,000	\$45,000
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)				
R-2.5	Total Government Support	\$0	\$0	\$0	\$0
R-3	Operating Revenues				
R-3.1	Customer Charges	\$4,212	\$3,000	\$3,000	\$3,000
R-3.2	Sales of Goods or Services				
R-3.3	Other Assessments				
R-3.4	Total Operating Revenues	\$4,212	\$3,000	\$3,000	\$3,000
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				
R-5.2	Other: Specify				
R-5.3	Other: See Additional	\$91,300	\$403,900	\$439,900	\$439,900
R-5.4	Total Miscellaneous	\$91,300	\$403,900	\$439,900	\$439,900
R-5.5	Total Forecasted Revenue	\$95,512	\$406,900	\$442,900	\$442,900
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

Heritage Village Water and 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	\$114	\$90	\$120	\$120
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	\$114	\$90	\$120	\$120

ADMINISTRATION BUDGET

		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
E-2	Personnel Services				
E-2.1	Administrator	\$24,758	\$24,758	\$27,250	\$27,250
E-2.2	Secretary				
E-2.3	Clerical				
E-2.4	Other (Specify)				
E-2.5	Water Manager	\$18,552	\$18,564	\$19,000	\$19,000
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	\$1,700	\$1,250	\$1,000	\$1,000
E-4.2	Accounting/Auditing	\$130	\$130	\$150	\$150
E-4.3	Other (Specify)				
E-4.4	_____				
E-4.5	_____				
E-4.6	_____				
E-5	Other Administrative Expenses				
E-5.1	Office Supplies	\$832	\$1,500	\$1,500	\$1,500
E-5.2	Office equipment, rent & repair				
E-5.3	Education				
E-5.4	Registrations				
E-5.5	Other (Specify)				
E-5.6	Utilities	\$26,913	\$28,000	\$28,000	\$28,000
E-5.7	_____				
E-5.8	_____				
E-6	TOTAL ADMINISTRATION	\$72,885	\$74,202	\$76,900	\$76,900

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	Water Supplies		\$3,977	\$4,000	\$4,000	\$4,000
E-9.2	Maintenance and Repair		\$44,111	\$430,000	\$430,000	\$430,000
E-9.3	Election Expense		\$200		\$200	\$200
E-9.4	Dues & Locates		\$524	\$600	\$600	\$600
E-9.5	see additional details		\$550	\$900	\$1,000	\$1,000
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	Re-Payment of Loan - 1st			\$40,000	\$40,000	\$40,000
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		\$49,361	\$475,500	\$475,800	\$475,800

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>Insurance and Bonds</u>		\$4,880	\$5,000	\$5,000	\$5,000
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		\$4,880	\$5,000	\$5,000	\$5,000

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

Heritage Village Water and Sewer District

FYE 6/30/2020

NAME OF DISTRICT/BOARD

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	\$172,981	\$172,981	\$70,089	\$70,089
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)	\$0	\$0	\$0	\$0
C-1.6	Total Estimated Cash and Investments on Hand	\$172,981	\$172,981	\$70,089	\$70,089
C-2	General Fund Reductions:				
C-2.1	a. Unpaid bills at FYE				
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	\$172,981	\$172,981	\$70,089	\$70,089

SINKING & DEBT SERVICE FUNDS

		2017-2018	2018-2019	2019-2020	Pending
		Actual	Estimated	Proposed	Approval
C-3					
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	Pending
		Actual	Estimated	Proposed	Approval
C-4					
C-4.1	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

		2017-2018	2018-2019	2019-2020	Pending
		Actual	Estimated	Proposed	Approval
C-5					
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

