

# Proposed Budget

Flat Creek Water Improvement District	
<small>Budget Hearing Information</small>	
PO BOX 2037	Location: Teton Conservation District
Jackson, WY 83001	Date: 7/8/19
307-690-0346	Time: 8:30AM
Teton County	Budget Prepared by: Lance Ash

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

The proposed member assessment based revenue of \$42,960 is to fund \$32,960 in administrative, operational, creek monitoring/study, and flood mitigation project expenses while \$10,000 of the assessment is to fund additional monies into the district's reserve account. Reserve funds are important to the district for several reasons, but a primary reason is due to the district's objective to support and coordinate flood control and mitigation efforts on Flat Creek within the district's boundaries. The proposed Town of Jackson based revenue of \$12,000 is to fund administrative, operational, and creek monitoring/study while \$15,000 of the proposed Town of Jackson based revenue is contingent funds for potential flood control/mitigation expense. The Town of Jackson would hold the \$15,000 until such time that the district requested funding from this contingency (per the terms of a Memorandum of Understanding between the respective parties). The proposed Teton Conservation District based revenue of \$26,600 is to fund a continuation of the Flat Creek monitoring/study and consulting services.

**S-B RESERVE DESCRIPTION**

The district's reserve account is a demand deposit checking account. The purpose of the reserve account is to hold funds for unexpected or emergency expenses and for Flat Creek flood mitigation. The account will be maintained at a minimum level of \$15,000 or a level consistent with the currently approved fiscal year budget for that year. The district's board of directors has the authority to redirect the use of these funds if the needs of the district change due to unanticipated and significant circumstance.

**S-C**

Names of Board Members	Date of End of Term	
William (Bill) Wotkyns	Jan. 2020	Does the district have regular office hours exceeding 20 hours per week? <span style="float: right; border: 1px solid black; padding: 2px;">No</span>
Johnny Ziem	Jan. 2022	
Elizabeth (Lexey) Wauters	Jan. 2022	
Sinclair (Sandy) Buckstaff	Jan. 2022	
Lance Ash	Jan. 2020	

**If no above:** Are the records on file with the County Clerk as required by W.S. 16-12-303(c)? No

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	\$60,797	\$89,979	\$147,565	
S-2	Total Principal to Pay on Debt	\$0	\$0	\$0	
S-3	Total Change to Restricted Funds	\$14,110	\$14,000	-\$25,338	
S-4	Total General Fund and Forecasted Revenues Available	\$120,540	\$129,645	\$147,565	
S-5	Amount requested from County Commissioners	\$39,382	\$42,960	\$42,960	
S-6	Additional Funding Needed :			\$0	

REVENUE SUMMARY		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
S-7	Operating Revenues	\$0	\$0	\$0	
S-8	Tax levy (From the County Treasurer)	\$39,382	\$42,960	\$42,960	
S-9	Government Support	\$43,000	\$48,528	\$53,600	
S-10	Grants	\$0	\$0	\$0	
S-11	Other County Support (Not from Co. Treas.)	\$0	\$0	\$0	
S-12	Miscellaneous	\$0	\$0	\$0	
S-13	Other Forecasted Revenue	\$0	\$0	\$0	
S-14	Total Revenue	\$82,382	\$91,488	\$96,560	

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

Flat Creek Water Improvement District

EXPENDITURE SUMMARY		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
S-15	Capital Outlay	\$0	\$0	\$0	
S-16	Interest and Fees On Debt	\$0	\$0	\$0	
S-17	Administration	\$14,210	\$16,458	\$28,950	
S-18	Operations	\$44,087	\$71,021	\$78,627	
S-19	Indirect Costs	\$2,500	\$2,500	\$4,650	
S-20R	Expenditures paid by Reserves	\$0	\$0	\$35,338	
S-20	Total Expenditures	\$60,797	\$89,979	\$147,565	

DEBT SUMMARY		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
S-21	Principal Paid on Debt	\$0	\$0	\$0	

CASH AND INVESTMENTS		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
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S-22	TOTAL GENERAL FUNDS	\$38,157	\$38,157	\$51,005	
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**Summary of Reserve Funds**

S-23	Beginning Balance in Reserve Accounts				
S-24	a. Sinking and Debt Service Funds	\$0	\$0	\$0	
S-25	b. Reserves	\$30,000	\$44,110	\$58,110	
S-26	c. Bond Funds	\$0	\$0	\$0	
	<b>Total Reserves (a+b+c)</b>	\$30,000	\$44,110	\$58,110	
S-27	Amount to be added				
S-28	a. Sinking and Debt Service Funds	\$0	\$0	\$0	
S-29	b. Reserves	\$14,110	\$14,000	\$10,000	
S-30	c. Bond Funds	\$0	\$0	\$0	
	<b>Total to be added (a+b+c)</b>	\$14,110	\$14,000	\$10,000	
S-31	Subtotal	\$44,110	\$58,110	\$68,110	
S-32	Less Total to be spent	\$0	\$0	\$35,338	
S-33	<b>TOTAL RESERVES AT END OF FISCAL YEAR</b>	\$44,110	\$58,110	\$32,772	

*End of Summary*

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

Date adopted by Special District \_\_\_\_\_

DISTRICT ADDRESS: PO BOX 2037  
Jackson, WY 83001

PREPARED BY: Lance Ash

**DISTRICT PHONE:** 307-690-0346

*Prepared in compliance with the Uniform Municipal Fiscal Procedures Act (W.S. 16-4-101 through 124) as it applies.*

1/23/19      *Form approved by Wyoming Department of Audit, Public Funds Division*

# Proposed Budget

Flat Creek Water Improvement District  
 NAME OF DISTRICT/BOARD \_\_\_\_\_

FYE 6/30/20 \_\_\_\_\_

## PROPERTY TAXES AND ASSESSMENTS

		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
R-1	<b>Property Taxes and Assessments Received</b>				
R-1.1	Tax Levy (From the County Treasurer)	\$39,382	\$42,960	\$42,960	
R-1.2	Other County Support				

## FORECASTED REVENUE

		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
R-2	<b>Revenues from Other Governments</b>				
R-2.1	State Aid				
R-2.2	Additional County Aid (non-treasurer)				
R-2.3	City (or Town) Aid	\$12,000	\$21,528	\$27,000	
R-2.4	Other (Specify) Teton Conservation Distr	\$31,000	\$27,000	\$26,600	
R-2.5	<b>Total Government Support</b>	\$43,000	\$48,528	\$53,600	
R-3	<b>Operating Revenues</b>				
R-3.1	Customer Charges				
R-3.2	Sales of Goods or Services				
R-3.3	Other Assessments				
R-3.4	<b>Total Operating Revenues</b>	\$0	\$0	\$0	
R-4	<b>Grants</b>				
R-4.1	Direct Federal Grants				
R-4.2	Federal Grants thru State Agencies				
R-4.3	Grants from State Agencies				
R-4.4	<b>Total Grants</b>	\$0	\$0	\$0	
R-5	<b>Miscellaneous Revenue</b>				
R-5.1	Interest				
R-5.2	Other: Specify				
R-5.3	Other: Additional				
R-5.4	<b>Total Miscellaneous</b>	\$0	\$0	\$0	
R-5.5	<b>Total Forecasted Revenue</b>	\$43,000	\$48,528	\$53,600	
R-6	<b>Other Forecasted Revenue</b>				
R-6.1	a. Other past due-as estimated by Co. Treas.				
R-6.2	b. Other forecasted revenue (specify):				
R-6.3	Funds from Reserves				
R-6.4	_____				
R-6.5	_____				
R-6.6	<b>Total Other Forecasted Revenue (a+b)</b>	\$0	\$0	\$0	

# Proposed Budget

Flat Creek Water Improvement District  
 NAME OF DISTRICT/BOARD \_\_\_\_\_

FYE 6/30/20 \_\_\_\_\_

## CAPITAL OUTLAY BUDGET

		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
<b>E-1</b>	<b>Capital Outlay</b>				
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	<b>TOTAL CAPITAL OUTLAY</b>	\$0	\$0	\$0	

## ADMINISTRATION BUDGET

		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
<b>E-2</b>	<b>Personnel Services</b>				
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					
<b>E-3</b>	<b>Board Expenses</b>				
E-3.1	Travel				
E-3.2	Mileage				
E-3.3	Other (Specify)				
E-3.4	_____				
E-3.5	_____				
E-3.6					
<b>E-4</b>	<b>Contractual Services</b>				
E-4.1	Legal	\$698	\$338	\$5,000	
E-4.2	Accounting/Auditing	\$1,994	\$2,235	\$4,100	
E-4.3	Other (Specify)				
E-4.4	<u>Admin Services Contract</u>	\$11,175	\$13,000	\$13,000	
E-4.5	<u>Financial Services Contrac</u>	\$0	\$0	\$3,600	
E-4.6					
<b>E-5</b>	<b>Other Administrative Expenses</b>				
E-5.1	Office Supplies	\$260	\$375	\$500	
E-5.2	Office equipment, rent & repair				
E-5.3	Education				
E-5.4	Registrations				
E-5.5	Other (Specify)				
E-5.6	<u>Advertising</u>	\$84	\$511	\$2,750	
E-5.7	_____				
E-5.8					
<b>E-6</b>	<b>TOTAL ADMINISTRATION</b>	\$14,210	\$16,458	\$28,950	

# Proposed Budget

Flat Creek Water Improvement District

FYE 6/30/20

## OPERATIONS BUDGET

			2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
<b>E-7</b>	<b>Personnel Services</b>					
E-7.1	Wages--Operations					
E-7.2	Service Contracts					
E-7.3	Other (Specify)					
E-7.4	_____					
E-7.5	_____					
E-7.6	_____					
<b>E-8</b>	<b>Travel</b>					
E-8.1	Mileage					
E-8.2	Other (Specify)					
E-8.3	_____					
E-8.4	_____					
E-8.5	_____					
<b>E-9</b>	<b>Operating supplies (List)</b>					
E-9.1	_____					
E-9.2	_____					
E-9.3	_____					
E-9.4	_____					
E-9.5	_____					
<b>E-10</b>	<b>Program Services (List)</b>					
E-10.1	_____					
E-10.2	_____					
E-10.3	_____					
E-10.4	_____					
E-10.5	_____					
<b>E-11</b>	<b>Contractual Arrangements (List)</b>					
E-11.1	Flat Creek Study		\$31,287	\$33,000	\$13,000	
E-11.2	Consultants		\$11,853	\$12,000	\$12,000	
E-11.3	_____					
E-11.4	_____					
E-11.5	_____					
<b>E-12</b>	<b>Other operations (Specify)</b>					
E-12.1	Media & Outreach		\$387	\$499	\$500	
E-12.2	Thaw Well Power		\$0	\$0	\$1,000	
E-12.3	Flood Control/Mitigation		\$560	\$16,350	\$24,627	
E-12.4	Property Mitigation Project:		\$0	\$9,172	\$20,500	
E-12.5	see additional details				\$7,000	
<b>E-13</b>	<b>TOTAL OPERATIONS</b>		<b>\$44,087</b>	<b>\$71,021</b>	<b>\$78,627</b>	

## Proposed Budget

Flat Creek Water Improvement District

FYE 6/30/20

### INDIRECT COSTS BUDGET

			2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
<b>E-14</b>	<b>Insurance</b>					
E-14.1	Liability		\$2,400	\$2,400	\$2,500	
E-14.2	Buildings and vehicles					
E-14.3	Equipment					
E-14.4	Other (Specify)					
E-14.5	Bonding		\$100	\$100	\$2,150	
E-14.6	_____					
E-14.7	_____					
<b>E-15</b>	<b>Indirect payroll costs:</b>					
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	_____					
<b>E-17</b>	<b>TOTAL INDIRECT COSTS</b>		\$2,500	\$2,500	\$4,650	

### DEBT SERVICE BUDGET

			2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
<b>D-1</b>	<b>Debt Service</b>					
D-1.1	Principal					
D-1.2	Interest					
D-1.3	Fees					
<b>D-2</b>	<b>TOTAL DEBT SERVICE</b>		\$0	\$0	\$0	

# Proposed Budget

Flat Creek Water Improvement District  
**NAME OF DISTRICT/BOARD**

FYE 6/30/20

## GENERAL FUNDS

	End of Year	Beginning	Beginning	Pending Approval
	2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	
<b>C-1 Balances at Beginning of Fiscal Year</b>				
C-1.1 General Fund Checking Account Balance	\$38,157	\$38,157	\$25,667	
C-1.2 Savings and Investments Account Balance		\$0		
C-1.3 General Fund CD Balance		\$0		
C-1.4 All Other Funds		\$0	\$25,338	
C-1.5 Reserves (From Below)	\$44,110	\$44,110	\$32,772	
<b>C-1.6 Total Estimated Cash and Investments on Hand</b>	<b>\$82,267</b>	<b>\$82,267</b>	<b>\$83,777</b>	
<b>C-2 General Fund Reductions:</b>				
C-2.1 a. Unpaid bills at FYE				
C-2.2 b. Reserves	\$44,110	\$58,110	\$32,772	
C-2.3 <b>Total Deductions (a+b)</b>	<b>\$44,110</b>	<b>\$58,110</b>	<b>\$32,772</b>	
<b>C-2.4 Estimated Non-Restricted Funds Available</b>	<b>\$38,157</b>	<b>\$24,157</b>	<b>\$51,005</b>	

## SINKING & DEBT SERVICE FUNDS

	2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
<b>C-3</b>				
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> _____				
<b>C-3.5 SUB-TOTAL</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
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> _____				
<b>C-3.11 TOTAL CAPITAL OUTLAY (a+b+c)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b>C-3.12 Balance to be retained</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	

## RESERVES

	2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
<b>C-4</b>				
C-4.1 Beginning Balance in Reserve Account (end of previous year)	\$30,000	\$44,110	\$58,110	
C-4.2 <i>Date of Reserve Approval in Minutes:</i> <u>6/12/17</u>				
C-4.3 Amount to be added to the reserve	\$14,110	\$14,000	\$10,000	
C-4.4 <i>Date of Reserve Approval in Minutes:</i> <u>6/11/2018 for FY 18</u>				
<b>C-4.5 SUB-TOTAL</b>	<b>\$44,110</b>	<b>\$58,110</b>	<b>\$68,110</b>	
C-4.6 Identify the amount and project to be spent				
C-4.7 a. <u>Flood Control/Mitigation</u>			\$35,338	
C-4.8 b. _____				
C-4.9 c. _____				
C-4.10 <i>Date of Reserve Approval in Minutes:</i> _____				
<b>C-4.11 TOTAL OTHER RESERVE OUTLAY (a+b+c)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$35,338</b>	
<b>C-4.12 Balance to be retained</b>	<b>\$44,110</b>	<b>\$58,110</b>	<b>\$32,772</b>	

## BOND FUNDS

	2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
<b>C-5</b>				
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> _____				
<b>C-5.5 SUB-TOTAL</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
C-5.6 Identify the amount and project to be spent				
C-5.7 <i>Date of Reserve Approval in Minutes:</i> _____				
<b>C-5.8 Balance to be retained</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b>C-5.9 TOTAL TO BE SPENT</b>	<b>\$0</b>	<b>\$0</b>	<b>\$35,338</b>	



