

Final Budget

LARAMIE COUNTY FIRE DISTRICT #8	
Budget Hearing Information	
1050 County Road 210	Location: Gilchrist Station, Cheyenne, WY
Cheyenne, WY 82009	Date: 7/20/2017
307-432-4332	Time: 4:47pm
Laramie County	Budget Prepared by: Kim Romeno

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

Laramie County Fire District #8
Budget Message

Laramie County Fire District #8 continues to operate with a fairly new Board of Directors with no one member having more than 3 years of service on the board. The present Board is committed to the safety, training and retention of all first responders of this department. The Department is also operating with a newly chosen Chief as the prior Chief had retired.

With the advent of substantial changes placed by both the NFPA and OSHA the department is striving to follow and update equipment to reach all standards. This update includes the upgrade of issued equipment to even a new first responder for the purpose of training as now required. Also there have been new standards placed on the replacement frequency and testing of items such as hoses, ladders, self-contained breathing apparatus to mention a few.

This current board and previous boards along with Department members have been careful with yearly expenditures to allow this Department to build a reserve/emergency contingency fund in anticipation of the following major undertakings that are in the initial phases currently. Those are as follows:

- 1 The Department has recently received the \$305,000 allocated in the prior 6th penny election for the construction of a new fire station. When it was found that the original estimate for the construction was not adequate, the Department applied for and was granted a SLIB grant in the amount of \$106,000 to assist with the completion of the construction. This project is currently out for bids and initial indications show that the funded amount will still not cover the project by approximately \$70,000. Any unfunded construction costs or design change during construction would be covered from the reserve account.
- 2 The Department is also looking to get a Federal grant for the purchase and update of all radio equipment to bring them in compliance of the new frequency guidelines. This grant is approximately \$118,000 and has a 10% match.
- 3 The department currently has one of its apparatus out for repair with potentially another needing major repair. These expenses would be covered through the reserve account.
- 4 The department was allocated \$90,000 through the 5th penny money for the rehab and remodel of the existing fire station. This remodel would allow for expanded training rooms, restrooms to accommodate all genders, increased kitchen space and office space. This remodel will not only benefit the training of this department but will allow us to open the training to other fire Districts. Also with remodel the intent is to fashion the space in such a way as to allow for meeting space for local social or non-profit groups to conduct their meetings. This project was initially estimated at \$125,000, the 10% match and any additional money needed would come from the reserve account.
- 5 There is also an inclusion in the budget of a potential grant for a new piece of fire apparatus in the amount of \$250,000. This grant is currently being submitted but if awarded would occur in the proposed budget year. If awarded there would be a monetary match need from the Department.

S-B RESERVE DESCRIPTION

The reserves held by this District are all held in the Depreciation reserve (Wyostar account) for replacment of capital expenditures (new engine or transmission of vehicle, etc).

S-C

Names of Board Members	Date of End of Term	
Jack Firestone	11/7/18	Does the district have regular office hours exceeding 20 hours per week? <input type="checkbox"/> No
Keith Wagner	11/1/20	
August Wenzel	11/1/20	

If no above: Are the records on file with the County Clerk as required by W.S. 16-12-10-1? Yes

Where are the minutes of your board meeting available for public review?
 County Clerk as required by W.S. 16-12-10-1 and the main fire station (1050 County Rd 210, Cheyenne)

How and where are the notices of meeting posted for the public?
 Advertised in the Wyoming Tribune Eagle and posted at the main fire station (1050 County Rd 210, Cheyenne)

Where are the public meetings held?
 Main fire station (1050 County Rd 210, Cheyenne)

FINAL BUDGET SUMMARY

OVERVIEW		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Final Approval
S-1	Total Budgeted Expenditures	\$56,468	\$45,907	\$1,219,327	\$1,219,327
S-2	Total Principal to Pay on Debt	\$0	\$0	\$0	\$0
S-3	Total Change to Restricted Funds	\$75,496	-\$88,523	-\$404,950	-\$265,803
S-4	Total General Fund and Forecasted Revenues Available	\$178,440	\$170,195	\$1,407,031	\$1,407,031
S-5	<i>Amount requested from County Commissioners</i>	\$140,145	\$132,407	\$162,000	\$162,000
S-6	Additional Funding Needed :			\$0	\$0

REVENUE SUMMARY		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Final Approval
S-7	Operating Revenues	\$0	\$0	\$0	\$0
S-8	Tax levy (From the County Treasurer)	\$64,649	\$65,457	\$72,000	\$72,000
S-9	Government Support	\$0	\$0	\$0	\$0
S-10	Grants	\$923	\$0	\$371,000	\$371,000
S-11	Other County Support (Not from Co. Treas.)	\$75,496	\$66,950	\$90,000	\$90,000
S-12	Miscellaneous	\$2,838	\$3,073	\$861,031	\$861,031
S-13	Other Forecasted Revenue	\$0	\$0	\$0	\$0

S-14	Total Revenue	\$143,906	\$135,480	\$1,394,031	\$1,394,031
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FY 7/1/17-6/30/18

LARAMIE COUNTY FIRE DISTRICT #8

EXPENDITURE SUMMARY		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Final Approval
S-15	Capital Outlay	\$17,945	\$6,014	\$288,200	\$288,200
S-16	Interest and Fees On Debt	\$0	\$0	\$0	\$0
S-17	Administration	\$9,753	\$11,572	\$15,083	\$15,083
S-18	Operations	\$20,812	\$20,018	\$901,031	\$901,031
S-19	Indirect Costs	\$7,958	\$8,304	\$15,013	\$15,013

S-20	Total Expenditures	\$56,468	\$45,907	\$1,219,327	\$1,219,327
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DEBT SUMMARY		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Final Approval
S-21	Principal Paid on Debt	\$0	\$0	\$0	\$0

CASH AND INVESTMENTS		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Final Approval
S-22	TOTAL GENERAL FUNDS	\$34,534	\$34,715	\$13,000	\$13,000

Summary of Reserve Funds

S-23	Beginning Balance in Reserve Accounts				
S-24	a. Depreciation Reserve	\$334,794	\$410,290	\$321,767	\$321,767
S-25	b. Other Reserve	\$0	\$0	\$0	\$0
S-26	c. Emergency Reserve (Cash)	\$0	\$0	\$0	\$0
	Total Reserves (a+b+c)	\$334,794	\$410,290	\$321,767	\$321,767
S-27	Amount to be added				
S-28	a. Depreciation Reserve	\$75,496	\$49,674	\$0	\$0
S-29	b. Other Reserve	\$0	\$0	\$121,000	\$121,000
S-30	c. Emergency Reserve (Cash)	\$0	\$0	\$0	\$0
	Total to be added (a+b+c)	\$75,496	\$49,674	\$121,000	\$121,000
S-31	Subtotal	\$410,290	\$459,964	\$442,767	\$442,767
S-32	Less Total to be spent	\$0	\$138,197	\$525,950	\$386,803
S-33	TOTAL RESERVES AT END OF FISCAL YEAR	\$410,290	\$321,767	-\$83,183	\$55,964

End of Summary

August Wenzel, Treasurer
Budget Officer / District Official (if not same as "Submitted by")

Date adopted by Special District _____

DISTRICT ADDRESS: 1050 County Road 210
Cheyenne, WY 82009

PREPARED BY: Kim Romeno

DISTRICT PHONE: 307-432-4332

Final Budget

LARAMIE COUNTY FIRE DISTRICT #8

FYE 6/30/2018

NAME OF DISTRICT/BOARD

PROPERTY TAXES AND ASSESSMENTS

		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Final Approval
R-1	Property Taxes and Assessments Received				
R-1.1	Tax Levy (From the County Treasurer)	\$64,649	\$65,457	\$72,000	\$72,000
R-1.2	Other County Support	\$75,496	\$66,950	\$90,000	\$90,000

FORECASTED REVENUE

		2015-2016 Actual	2016-2017 Estimated	2017-2018 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				
R-3.2	Sales of Goods or Services				
R-3.3	Other Assessments				
R-3.4	Total Operating Revenues	\$0	\$0	\$0	\$0
R-4	Grants				
R-4.1	Direct Federal Grants				
R-4.2	Federal Grants thru State Agencies	\$923	\$0	\$0	
R-4.3	Grants from State Agencies	\$0		\$371,000	\$371,000
R-4.4	Total Grants	\$923	\$0	\$371,000	\$371,000
R-5	Miscellaneous Revenue				
R-5.1	Interest	\$1,135	\$2,131	\$1,000	\$1,000
R-5.2	Other: Specify <u>Donations</u>	\$1,703	\$942	\$500	\$500
R-5.3	Other: See Additional			\$859,531	\$859,531
R-5.4	Total Miscellaneous	\$2,838	\$3,073	\$861,031	\$861,031
R-5.5	Total Forecasted Revenue	\$3,761	\$3,073	\$1,232,031	\$1,232,031
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

Final Budget

LARAMIE COUNTY FIRE DISTRICT #8

FYE 6/30/2018

NAME OF DISTRICT/BOARD

CAPITAL OUTLAY BUDGET

		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Final Approval
E-1	Capital Outlay				
E-1.1	Real Property				
E-1.2	Vehicles			\$250,000	\$250,000
E-1.3	Office Equipment	\$1,140	\$445	\$3,000	\$3,000
E-1.4	Other (Specify)				
E-1.5	Medical Equipment	\$223	\$2,221	\$3,000	\$3,000
E-1.6	PPE (Bunker gear)	\$14,243	\$41	\$15,000	\$15,000
E-1.7	see additional details	\$2,339	\$3,307	\$17,200	\$17,200
E-1.8	TOTAL CAPITAL OUTLAY	\$17,945	\$6,014	\$288,200	\$288,200

ADMINISTRATION BUDGET

		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Final Approval
E-2	Personnel Services				
E-2.1	Administrator	\$6,585	\$6,962	\$9,000	\$9,000
E-2.2	Secretary				
E-2.3	Clerical				
E-2.4	Other (Specify)				
E-2.5	Office manager	\$1,059	\$1,683	\$3,000	\$3,000
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	Election Judges	\$0	\$300	\$0	
E-3.5	Legal Advertising	\$236	\$524	\$200	\$200
E-3.6					
E-4	Contractual Services				
E-4.1	Legal	\$0	\$0	\$75	\$75
E-4.2	Accounting/Auditing				
E-4.3	Other (Specify)				
E-4.4	Payroll service	\$158	\$158	\$158	\$158
E-4.5	Contract labor	\$0	\$300	\$600	\$600
E-4.6					
E-5	Other Administrative Expenses				
E-5.1	Office Supplies	\$955	\$495	\$800	\$800
E-5.2	Office equipment, rent & repair				
E-5.3	Education				
E-5.4	Registrations				
E-5.5	Other (Specify)				
E-5.6	Software programs	\$685	\$1,100	\$1,200	\$1,200
E-5.7	Background checks	\$75	\$50	\$50	\$50
E-5.8					
E-6	TOTAL ADMINISTRATION	\$9,753	\$11,572	\$15,083	\$15,083

Final Budget

LARAMIE COUNTY FIRE DISTRICT #8

FYE 6/30/2018

OPERATIONS BUDGET

		2015-2016 Actual	2016-2017 Estimated	2017-2018 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	Training & Travel	\$2,046	\$2,671	\$4,000	\$4,000
E-8.4	_____				
E-8.5	_____				
E-9	Operating supplies (List)				
E-9.1	Medical supplies	\$505	\$790	\$1,000	\$1,000
E-9.2	Fuel	\$1,706	\$1,442	\$5,000	\$5,000
E-9.3	Station & nutritional	\$826	\$737	\$1,000	\$1,000
E-9.4	Uniforms	\$0	\$0	\$1,000	\$1,000
E-9.5	_____				
E-10	Program Services (List)				
E-10.1	Community (Open House	\$40	\$0	\$1,000	\$1,000
E-10.2	Recruitment & retention	\$3,798	\$1,901	\$2,000	\$2,000
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	Utilities	\$5,722	\$7,859	\$9,000	\$9,000
E-12.2	Dues	\$175	\$175	\$200	\$200
E-12.3	Vehicle Maint & repair	\$2,508	\$2,986	\$6,000	\$6,000
E-12.4	Facility Maint & repair	\$2,583	\$1,244	\$4,000	\$4,000
E-12.5	see additional details	\$903	\$213	\$866,831	\$866,831
E-13	TOTAL OPERATIONS	\$20,812	\$20,018	\$901,031	\$901,031

Final Budget

LARAMIE COUNTY FIRE DISTRICT #8

FYE 6/30/2018

INDIRECT COSTS BUDGET

			2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Final Approval
E-14	Insurance					
E-14.1	Liability		\$500	\$500	\$500	\$500
E-14.2	Buildings and vehicles		\$5,173	\$5,204	\$8,000	\$8,000
E-14.3	Equipment					
E-14.4	Other (Specify)					
E-14.5	<u>Treasurer bond</u>		\$0	\$0	\$1,275	\$1,275
E-14.6						
E-14.7						
E-15	Indirect payroll costs:					
E-15.1	FICA (Social Security) taxes		\$474	\$536	\$744	\$744
E-15.2	Workers Compensation		\$1,479	\$1,510	\$2,000	\$2,000
E-15.3	Unemployment Taxes		\$61	\$99	\$200	\$200
E-15.4	Retirement		\$160	\$330	\$2,000	\$2,000
E-15.5	Health Insurance					
E-15.6	Other (Specify)					
E-15.7	<u>Medicare</u>		\$111	\$125	\$294	\$294
E-15.8						
E-15.9						
E-16	Depreciation Expenses					
E-17	TOTAL INDIRECT COSTS		\$7,958	\$8,304	\$15,013	\$15,013

DEBT SERVICE BUDGET

			2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Final 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

Final Budget

LARAMIE COUNTY FIRE DISTRICT #8
 NAME OF DISTRICT/BOARD

FYE 6/30/2018

GENERAL FUNDS

		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Final Approval
C-1	Balances at Beginning of Fiscal Year				
C-1.1	General Fund Checking Account Balance	\$22,206	\$22,229	\$10,500	\$10,500
C-1.2	Savings and Investments Account Balance	\$12,328	\$12,486	\$2,500	\$2,500
C-1.3	General Fund CD Balance				
C-1.4	All Other Funds				
C-1.5	Reserves (From Below)	\$410,290	\$321,767	-\$83,183	\$55,964
C-1.6	Total Estimated Cash and Investments on Hand	\$444,824	\$356,482	-\$70,183	\$68,964
C-2	General Fund Reductions:				
C-2.1	a. Unpaid bills at FYE				
C-2.2	b. Reserves	\$410,290	\$321,767	-\$83,183	\$55,964
C-2.3	Total Deductions (a+b)	\$410,290	\$321,767	-\$83,183	\$55,964
C-2.4	Estimated Non-Restricted Funds Available	\$34,534	\$34,715	\$13,000	\$13,000

DEPRECIATION RESERVE (CAPITAL OUTLAY - REPLACEMENT)

		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Final Approval
C-3	Beginning Balance in Reserve Account (end of previous year)	\$334,794	\$410,290	\$321,767	\$321,767
C-3.2	<i>Date of Reserve Approval in Minutes:</i> 27-Jul-16				
C-3.3	Amount to be added to the reserve	\$75,496	\$49,674		
C-3.4	<i>Date of Reserve Approval in Minutes:</i> 24-May-17				
C-3.5	SUB-TOTAL	\$410,290	\$459,964	\$321,767	\$321,767
C-3.6	Identify the amount to be spent from "Reserve for Capital Outlay"				
C-3.7	a. New Building		\$138,197	\$305,950	\$166,803
C-3.8	b. Remodel Gilchrist station			\$99,000	\$99,000
C-3.9	c.				
C-3.10	<i>Date of Reserve Approval in Minutes:</i> 24-May-17				
C-3.11	TOTAL CAPITAL OUTLAY (a+b+c)	\$0	\$138,197	\$404,950	\$265,803
C-3.12	Balance to be retained in Depreciation Reserve Account	\$410,290	\$321,767	-\$83,183	\$55,964

OTHER RESTRICTED FUND BALANCES - RESERVE (LEGALLY ENFORCED)

		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Final 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			\$121,000	\$121,000
C-4.4	<i>Date of Reserve Approval in Minutes:</i> 24-May-17				
C-4.5	SUB-TOTAL	\$0	\$0	\$121,000	\$121,000
C-4.6	Identify the amount and project to be spent from "Other"				
C-4.7	a. MRG - new building			\$106,000	\$106,000
C-4.8	b. AFG - new PPE			\$15,000	\$15,000
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	\$121,000	\$121,000
C-4.12	Balance to be retained in Other Reserve Account	\$0	\$0	\$0	\$0

ASSIGNED FUND BALANCE (EMERGENCY RESERVE - NOT COMMITTED)

		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Final 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	Amount to be spent from Emergency Reserve (Cash)				
C-5.7	<i>Date of Reserve Approval in Minutes:</i>				
C-5.8	Balance to be retained in Assigned Fund Balance	\$0	\$0	\$0	\$0
C-5.9	TOTAL TO BE SPENT	\$0	\$138,197	\$525,950	\$386,803