

# Final Budget

Laramie County Fire District #2	
Budget Hearing Information	
5800 N College Drive	<b>Location:</b> 5800 N College Drive
Cheyenne, WY 82009	<b>Date:</b> 7/10/2017
307-632-5400	<b>Time:</b> 7:00 PM
Laramie County	<b>Budget Prepared by:</b> Lisa Yardley

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

Please view the budget for fiscal year 2017-2018 which reflects the daily operations of Laramie County Fire District #2 as well as special projects and programs. Laramie County Fire District #2 continues to grow in call volume and personnel and improve its operations and training divisions. This new fiscal year includes additional marketing expenses, improving the training prop, maintenance repairs to Station #1 fire station, expanding the wildland suppression program, landscaping water cisterns with SLIB grant funding, and starting construction on a new fire station at Interstate 25 and Horse Creek Road. On May 2, 2017, Laramie County voters approved \$2 million Sixth Penny tax for this new fire station. The land is leased through Wyoming State Lands and the initial design plans have already been completed.

**S-B RESERVE DESCRIPTION**

Laramie County Fire District #2 has three reserve accounts. The emergency reserve is in a savings account at Western States Bank. The depreciation reserve accounts (capital outlay) are held in a checking account at Wyoming Bank & Trust (apparatus and fire equipment) and at Cheyenne State Bank (fire stations).

**S-C**

Names of Board Members	Date of End of Term
Angela Moffett	11/1/18
Steve Price	11/1/18
Anita Benton	11/1/20
Kevin Brookshire	11/1/20
Brenda Hammock	11/1/18

Does the district have regular office hours exceeding 20 hours per week?	<input checked="" type="checkbox"/> Yes
<b>If Yes, enter</b>	
Address of office:	5800 N College Drive
City, State, Zip:	Cheyenne, WY 82009
Phone Number:	307-632-5400
Hours Open:	8:00 AM to 5:00 PM

Where are the minutes of your board meeting available for public review?  
 Minutes are available at [www.lcfd2.net/board-of-directors](http://www.lcfd2.net/board-of-directors) and in the administration office during business hours.

How and where are the notices of meeting posted for the public?  
 Public meeting notices are featured in the Wyoming Eagle Tribune in the legals and posted on [www.lcfd2.net](http://www.lcfd2.net) homepage.

Where are the public meetings held?  
 Public meetings are at Station #1 classroom located at 5800 N College Drive.

## FINAL BUDGET SUMMARY

OVERVIEW		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Final Approval
S-1	<b>Total Budgeted Expenditures</b>	\$1,022,992	\$1,332,724	\$1,676,165	\$1,655,960
S-2	<b>Total Principal to Pay on Debt</b>	\$0	\$0	\$0	\$0
S-3	<b>Total Change to Restricted Funds</b>	\$122,796	-\$68,792	\$44,665	\$15,001
S-4	<b>Total General Fund and Forecasted Revenues Available</b>	\$1,545,792	\$1,651,935	\$2,083,854	\$2,033,986
S-5	<i>Amount requested from County Commissioners</i>	\$1,136,339	\$1,119,163	\$1,413,479	\$1,363,610
S-6	<b>Additional Funding Needed :</b>			\$0	\$0

REVENUE SUMMARY		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Final Approval
S-7	<b>Operating Revenues</b>	\$0	\$12,021	\$0	\$0
S-8	<b>Tax levy (From the County Treasurer)</b>	\$1,090,052	\$1,088,707	\$1,163,479	\$1,113,610
S-9	<b>Government Support</b>	\$22,968	\$22,968	\$0	\$0
S-10	<b>Grants</b>	\$65,433	\$89,734	\$81,850	\$81,850
S-11	<b>Other County Support (Not from Co. Treas.)</b>	\$46,288	\$30,456	\$250,000	\$250,000
S-12	<b>Miscellaneous</b>	\$23,251	\$83,144	\$225,500	\$225,501
S-13	<b>Other Forecasted Revenue</b>	\$0	\$0	\$0	\$0

S-14	<b>Total Revenue</b>	\$1,247,992	\$1,327,030	\$1,720,829	\$1,670,961
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FY 7/1/17-6/30/18

Laramie County Fire District #2

EXPENDITURE SUMMARY		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Final Approval
S-15	<b>Capital Outlay</b>	\$37,754	\$167,492	\$304,000	\$304,000
S-16	<b>Interest and Fees On Debt</b>	\$0	\$0	\$5,000	\$5,000
S-17	<b>Administration</b>	\$78,557	\$88,101	\$88,085	\$88,085
S-18	<b>Operations</b>	\$808,505	\$955,544	\$1,143,880	\$1,123,675
S-19	<b>Indirect Costs</b>	\$98,176	\$121,586	\$135,200	\$135,200

S-20	<b>Total Expenditures</b>	\$1,022,992	\$1,332,724	\$1,676,165	\$1,655,960
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DEBT SUMMARY		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Final Approval
S-21	<b>Principal Paid on Debt</b>	\$0	\$0	\$0	\$0

CASH AND INVESTMENTS		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Final Approval
S-22	<b>TOTAL GENERAL FUNDS</b>	\$297,800	\$324,905	\$363,025	\$363,025

**Summary of Reserve Funds**

S-23	<b>Beginning Balance in Reserve Accounts</b>				
S-24	a. Depreciation Reserve	\$229,206	\$351,002	\$281,658	\$281,658
S-25	b. Other Reserve	\$0	\$0	\$0	\$0
S-26	c. Emergency Reserve (Cash)	\$238,083	\$239,083	\$239,635	\$239,635
	<b>Total Reserves (a+b+c)</b>	\$467,289	\$590,085	\$521,293	\$521,293
S-27	<b>Amount to be added</b>				
S-28	a. Depreciation Reserve	\$121,796	\$0	\$44,664	\$15,000
S-29	b. Other Reserve	\$0	\$0	\$0	\$0
S-30	c. Emergency Reserve (Cash)	\$1,000	\$552	\$1	\$1
	<b>Total to be added (a+b+c)</b>	\$122,796	\$552	\$44,665	\$15,001
S-31	<b>Subtotal</b>	\$590,085	\$590,637	\$565,958	\$536,294
S-32	<b>Less Total to be spent</b>	\$0	\$69,344	\$0	\$0
S-33	<b>TOTAL RESERVES AT END OF FISCAL YEAR</b>	\$590,085	\$521,293	\$565,958	\$536,294

*End of Summary*

\_\_\_\_\_ Date adopted by Special District \_\_\_\_\_  
*Budget Officer / District Official (if not same as "Submitted by")*

**DISTRICT ADDRESS:** 5800 N College Drive  
 Cheyenne, WY 82009

**PREPARED BY:** Lisa Yardley

**DISTRICT PHONE:** 307-632-5400

# Final Budget

Laramie County Fire District #2

FYE 6/30/2018

NAME OF DISTRICT/BOARD \_\_\_\_\_

<b>PROPERTY TAXES AND ASSESSMENTS</b>
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		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Final Approval
<b>R-1</b>	<b>Property Taxes and Assessments Received</b>				
R-1.1	Tax Levy (From the County Treasurer)	\$1,090,052	\$1,088,707	\$1,163,479	\$1,113,610
R-1.2	Other County Support	\$46,288	\$30,456	\$250,000	\$250,000

<b>FORECASTED REVENUE</b>
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		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Final Approval
<b>R-2</b>	<b>Revenues from Other Governments</b>				
R-2.1	State Aid				
R-2.2	Additional County Aid (non-treasurer)	\$22,968	\$22,968	\$0	
R-2.3	City (or Town) Aid				
R-2.4	Other (Specify)				
R-2.5	<b>Total Government Support</b>	\$22,968	\$22,968	\$0	\$0
<b>R-3</b>	<b>Operating Revenues</b>				
R-3.1	Customer Charges				
R-3.2	Sales of Goods or Services	\$0	\$12,021	\$0	
R-3.3	Other Assessments				
R-3.4	<b>Total Operating Revenues</b>	\$0	\$12,021	\$0	\$0
<b>R-4</b>	<b>Grants</b>				
R-4.1	Direct Federal Grants	\$65,433	\$76,051	\$60,000	\$60,000
R-4.2	Federal Grants thru State Agencies				
R-4.3	Grants from State Agencies	\$0	\$13,683	\$21,850	\$21,850
R-4.4	<b>Total Grants</b>	\$65,433	\$89,734	\$81,850	\$81,850
<b>R-5</b>	<b>Miscellaneous Revenue</b>				
R-5.1	Interest	\$191	\$695	\$400	\$400
R-5.2	Other: Specify <u>Donations</u>	\$557	\$650	\$100	\$101
R-5.3	Other: See Additional	\$22,503	\$81,799	\$225,000	\$225,000
R-5.4	<b>Total Miscellaneous</b>	\$23,251	\$83,144	\$225,500	\$225,501
R-5.5	<b>Total Forecasted Revenue</b>	\$111,652	\$207,867	\$307,350	\$307,351
<b>R-6</b>	<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	_____				
R-6.4	_____				
R-6.5	_____				
R-6.6	<b>Total Other Forecasted Revenue (a+b)</b>	\$0	\$0	\$0	\$0

# Final Budget

Laramie County Fire District #2

FYE 6/30/2018

NAME OF DISTRICT/BOARD

## CAPITAL OUTLAY BUDGET

		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Final Approval
<b>E-1</b>	<b>Capital Outlay</b>				
E-1.1	Real Property	\$0	\$0	\$0	
E-1.2	Vehicles	\$15,261	\$111,121	\$0	
E-1.3	Office Equipment	\$5,549	\$5,714	\$9,000	\$9,000
E-1.4	Other (Specify)				
E-1.5	<u>Station #1 Upgrades</u>	\$16,944	\$27,964	\$0	
E-1.6	<u>New Station 2 Project</u>	\$0	\$22,693	\$295,000	\$295,000
E-1.7					
E-1.8	<b>TOTAL CAPITAL OUTLAY</b>	<b>\$37,754</b>	<b>\$167,492</b>	<b>\$304,000</b>	<b>\$304,000</b>

## ADMINISTRATION BUDGET

		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Final Approval
<b>E-2</b>	<b>Personnel Services</b>				
E-2.1	Administrator	\$41,500	\$48,333	\$51,500	\$51,500
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	<u>Supplies</u>	\$494	\$356	\$2,500	\$2,500
E-3.5					
E-3.6					
<b>E-4</b>	<b>Contractual Services</b>				
E-4.1	Legal	\$7,872	\$9,132	\$3,000	\$3,000
E-4.2	Accounting/Auditing	\$8,000	\$8,300	\$8,500	\$8,500
E-4.3	Other (Specify)				
E-4.4	<u>Background checks</u>	\$572	\$616	\$1,000	\$1,000
E-4.5	<u>Station 2 Land Lease</u>	\$0	\$0	\$2,735	\$2,735
E-4.6					
<b>E-5</b>	<b>Other Administrative Expenses</b>				
E-5.1	Office Supplies	\$8,778	\$3,173	\$4,950	\$4,950
E-5.2	Office equipment, rent & repair	\$3,014	\$2,763	\$2,300	\$2,300
E-5.3	Education				
E-5.4	Registrations	\$2,846	\$3,223	\$3,500	\$3,500
E-5.5	Other (Specify)				
E-5.6	<u>Bank service charge</u>	\$167	\$130	\$100	\$100
E-5.7	<u>Software and upgrades</u>	\$5,315	\$12,075	\$8,000	\$8,000
E-5.8					
<b>E-6</b>	<b>TOTAL ADMINISTRATION</b>	<b>\$78,557</b>	<b>\$88,101</b>	<b>\$88,085</b>	<b>\$88,085</b>

# Final Budget

Laramie County Fire District #2

FYE 6/30/2018

## OPERATIONS BUDGET

		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Final Approval
<b>E-7</b>	<b>Personnel Services</b>				
E-7.1	Wages--Operations	\$173,000	\$198,667	\$207,030	\$207,030
E-7.2	Service Contracts				
E-7.3	Other (Specify)				
E-7.4	Volunteer Stipends	\$113,973	\$103,215	\$105,000	\$105,000
E-7.5	Residency Program	\$21,325	\$24,015	\$28,800	\$28,800
E-7.6					
<b>E-8</b>	<b>Travel</b>				
E-8.1	Mileage				
E-8.2	Other (Specify)				
E-8.3	Chief Travel Expenses	\$1,452	\$6,267	\$7,500	\$7,500
E-8.4	Fuel	\$22,534	\$26,714	\$29,000	\$29,000
E-8.5					
<b>E-9</b>	<b>Operating supplies (List)</b>				
E-9.1	Supplies	\$30,885	\$32,301	\$42,050	\$42,050
E-9.2	New Equipment	\$79,702	\$68,565	\$79,000	\$71,500
E-9.3	Equip & Apparatus Maint	\$100,988	\$134,778	\$107,150	\$115,445
E-9.4	Building Maintenance	\$27,073	\$28,716	\$45,000	\$45,000
E-9.5					
<b>E-10</b>	<b>Program Services (List)</b>				
E-10.1	Retention & Recruitment	\$16,847	\$24,120	\$25,500	\$25,500
E-10.2	Public Education	\$6,246	\$3,365	\$18,500	\$16,500
E-10.3	Training/Education	\$93,067	\$103,990	\$96,500	\$87,500
E-10.4	Resident Supplies	\$14,596	\$16,144	\$20,000	\$20,000
E-10.5					
<b>E-11</b>	<b>Contractual Arrangements (List)</b>				
E-11.1	Utilities (electric, gas, etc)	\$42,965	\$45,198	\$45,000	\$45,000
E-11.2					
E-11.3					
E-11.4					
E-11.5					
<b>E-12</b>	<b>Other operations (Specify)</b>				
E-12.1	Personnel Equipment	\$63,852	\$64,075	\$66,000	\$56,000
E-12.2	SLIB Water Cisterns	\$0	\$0	\$21,850	\$21,850
E-12.3	Wildland Fire Program	\$0	\$75,414	\$200,000	\$200,000
E-12.4					
E-12.5					
<b>E-13</b>	<b>TOTAL OPERATIONS</b>	<b>\$808,505</b>	<b>\$955,544</b>	<b>\$1,143,880</b>	<b>\$1,123,675</b>

# Final Budget

Laramie County Fire District #2

FYE 6/30/2018

## INDIRECT COSTS BUDGET

			2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Final Approval
<b>E-14</b>	<b>Insurance</b>					
E-14.1	Liability		\$5,140	\$5,476	\$5,500	\$5,500
E-14.2	Buildings and vehicles		\$12,662	\$13,629	\$14,500	\$14,500
E-14.3	Equipment					
E-14.4	Other (Specify)					
E-14.5	_____					
E-14.6	_____					
E-14.7						
<b>E-15</b>	<b>Indirect payroll costs:</b>					
E-15.1	FICA (Social Security) taxes		\$15,757	\$15,981	\$17,000	\$17,000
E-15.2	Workers Compensation		\$14,506	\$29,664	\$33,000	\$33,000
E-15.3	Unemployment Taxes		\$947	\$869	\$900	\$900
E-15.4	Retirement		\$29,049	\$32,416	\$35,300	\$35,300
E-15.5	Health Insurance		\$20,116	\$23,552	\$29,000	\$29,000
E-15.6	Other (Specify)					
E-15.7	_____					
E-15.8	_____					
E-15.9						
<b>E-16</b>	<b>Depreciation Expenses</b>					
<b>E-17</b>	<b>TOTAL INDIRECT COSTS</b>		<b>\$98,176</b>	<b>\$121,586</b>	<b>\$135,200</b>	<b>\$135,200</b>

## DEBT SERVICE BUDGET

			2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Final Approval
<b>D-1</b>	<b>Debt Service</b>					
D-1.1	Principal		\$0	\$0		
D-1.2	Interest					
D-1.3	Fees		\$0	\$0	\$5,000	\$5,000
<b>D-2</b>	<b>TOTAL DEBT SERVICE</b>		<b>\$0</b>	<b>\$0</b>	<b>\$5,000</b>	<b>\$5,000</b>

# Final Budget

Laramie County Fire District #2

FYE 6/30/2018

NAME OF DISTRICT/BOARD

## GENERAL FUNDS

		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Final Approval
<b>C-1</b>	<b>Balances at Beginning of Fiscal Year</b>				
C-1.1	General Fund Checking Account Balance	\$297,800	\$324,905	\$363,025	\$363,025
C-1.2	Savings and Investments Account Balance				
C-1.3	General Fund CD Balance				
C-1.4	All Other Funds				
C-1.5	Reserves (From Below)	\$590,085	\$521,293	\$565,958	\$536,294
C-1.6	<b>Total Estimated Cash and Investments on Hand</b>	<b>\$887,885</b>	<b>\$846,198</b>	<b>\$928,983</b>	<b>\$899,319</b>
<b>C-2</b>	<b>General Fund Reductions:</b>				
C-2.1	a. Unpaid bills at FYE				
C-2.2	b. Reserves	\$590,085	\$521,293	\$565,958	\$536,294
C-2.3	<b>Total Deductions (a+b)</b>	<b>\$590,085</b>	<b>\$521,293</b>	<b>\$565,958</b>	<b>\$536,294</b>
C-2.4	<b>Estimated Non-Restricted Funds Available</b>	<b>\$297,800</b>	<b>\$324,905</b>	<b>\$363,025</b>	<b>\$363,025</b>

## DEPRECIATION RESERVE (CAPITAL OUTLAY - REPLACEMENT)

		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Final Approval
<b>C-3</b>	<b>Beginning Balance in Reserve Account (end of previous year)</b>	\$229,206	\$351,002	\$281,658	\$281,658
C-3.2	<i>Date of Reserve Approval in Minutes:</i> <u>12/16/2015</u>				
C-3.3	Amount to be added to the reserve	\$121,796	\$0	\$44,664	\$15,000
C-3.4	<i>Date of Reserve Approval in Minutes:</i> <u>6/13/2016</u>				
C-3.5	<b>SUB-TOTAL</b>	<b>\$351,002</b>	<b>\$351,002</b>	<b>\$326,322</b>	<b>\$296,658</b>
C-3.6	Identify the amount to be spent from "Reserve for Capital Outlay"				
C-3.7	a. <u>New Command</u>	\$0	\$43,844	\$0	
C-3.8	b. <u>Station Design</u>		\$17,500	\$0	
C-3.9	c. <u>See Additional Details</u>		\$8,000		
C-3.10	<i>Date of Reserve Approval in Minutes:</i> _____				
C-3.11	<b>TOTAL CAPITAL OUTLAY (a+b+c) +additional details</b>	<b>\$0</b>	<b>\$69,344</b>	<b>\$0</b>	<b>\$0</b>
C-3.12	Balance to be retained in Depreciation Reserve Account	\$351,002	\$281,658	\$326,322	\$296,658

## OTHER RESTRICTED FUND BALANCES - RESERVE (LEGALLY ENFORCED)

		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Final Approval
<b>C-4</b>	<b>Beginning Balance in Reserve Account (end of previous year)</b>	\$0	\$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	<b>SUB-TOTAL</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
C-4.6	Identify the amount and project to be spent from "Other"				
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	<b>TOTAL OTHER RESERVE OUTLAY (a+b+c)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
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
<b>C-5</b>	<b>Beginning Balance in Reserve Account (end of previous year)</b>	\$238,083	\$239,083	\$239,635	\$239,635
C-5.2	<i>Date of Reserve Approval in Minutes:</i> <u>Dec-15</u>				
C-5.3	Amount to be added to the reserve	\$1,000	\$552	\$1	\$1
C-5.4	<i>Date of Reserve Approval in Minutes:</i> <u>3/21/2016</u>				
C-5.5	<b>SUB-TOTAL</b>	<b>\$239,083</b>	<b>\$239,635</b>	<b>\$239,636</b>	<b>\$239,636</b>
C-5.6	Amount to be spent from Emergency Reserve (Cash)	\$0	\$0	\$0	
C-5.7	<i>Date of Reserve Approval in Minutes:</i> _____				
C-5.8	Balance to be retained in Assigned Fund Balance	\$239,083	\$239,635	\$239,636	\$239,636
C-5.9	<b>TOTAL TO BE SPENT</b>	<b>\$0</b>	<b>\$69,344</b>	<b>\$0</b>	<b>\$0</b>