

Proposed Budget

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

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

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 saving account at Western States Bank. The reserve account for apparatus and fire equipment is held in a checking account at Wyoming Bank & Trust. The reserve account for stations is at Cheyenne State Bank.

S-C

Names of Board Members	Date of End of Term	Does the district have regular office hours exceeding 20 hours per week? <input type="checkbox"/> Yes
Angela Moffett	11/1/18	If Yes, enter 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 <div style="border: 1px solid black; height: 30px; margin-top: 10px;"></div>
Steve Price	11/1/18	
Anita Benton	11/1/20	
Kevin Brookshire	11/1/20	
Brenda Hammock	11/1/18	

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		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Pending Approval
S-1	Total Budgeted Expenditures	\$1,022,992	\$1,341,005	\$1,676,165	\$1,676,165
S-2	Total Principal to Pay on Debt	\$0	\$0	\$0	\$0
S-3	Total Change to Restricted Funds	\$122,796	\$20,657	\$44,665	\$44,665
S-4	Total General Fund and Forecasted Revenues Available	\$1,545,792	\$1,201,765	\$1,720,829	\$1,720,829
S-5	<i>Amount requested from County Commissioners</i>	\$1,136,339	\$1,054,008	\$1,413,479	\$1,413,479
S-6	Additional Funding Needed :			\$1	\$1

REVENUE SUMMARY		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Pending Approval
S-7	Operating Revenues	\$0	\$2,400	\$0	\$0
S-8	Tax levy (From the County Treasurer)	\$1,090,052	\$1,023,552	\$1,163,479	\$1,163,479
S-9	Government Support	\$22,968	\$22,968	\$0	\$0
S-10	Grants	\$65,433	\$33,692	\$81,850	\$81,850
S-11	Other County Support (Not from Co. Treas.)	\$46,288	\$30,456	\$250,000	\$250,000
S-12	Miscellaneous	\$23,251	\$88,697	\$225,500	\$225,500
S-13	Other Forecasted Revenue	\$0	\$0	\$0	\$0
S-14	Total Revenue	\$1,247,992	\$1,201,765	\$1,720,829	\$1,720,829

FY 7/1/17-6/30/18 Laramie County Fire District #2

EXPENDITURE SUMMARY		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Pending Approval
S-15	Capital Outlay	\$37,754	\$169,551	\$304,000	\$304,000
S-16	Interest and Fees On Debt	\$0	\$0	\$5,000	\$5,000
S-17	Administration	\$78,557	\$88,672	\$88,085	\$88,085
S-18	Operations	\$808,505	\$961,073	\$1,143,880	\$1,143,880
S-19	Indirect Costs	\$98,176	\$121,710	\$135,200	\$135,200
S-20	Total Expenditures	\$1,022,992	\$1,341,005	\$1,676,165	\$1,676,165

DEBT SUMMARY		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Pending Approval
S-21	Principal Paid on Debt	\$0	\$0	\$0	\$0

CASH AND INVESTMENTS		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Pending Approval
S-22	TOTAL GENERAL FUNDS	\$297,800	\$0	\$0	\$0

Summary of Reserve Funds					
S-23	Beginning Balance in Reserve Accounts				
S-24	a. Depreciation Reserve	\$229,206	\$351,002	\$371,658	\$371,658
S-25	b. Other Reserve	\$0	\$0	\$0	\$0
S-26	c. Emergency Reserve (Cash)	\$238,083	\$239,083	\$239,084	\$239,084
	Total Reserves (a+b+c)	\$467,289	\$590,085	\$610,742	\$610,742
S-27	Amount to be added				
S-28	a. Depreciation Reserve	\$121,796	\$90,000	\$44,664	\$44,664
S-29	b. Other Reserve	\$0	\$0	\$0	\$0
S-30	c. Emergency Reserve (Cash)	\$1,000	\$1	\$1	\$1
	Total to be added (a+b+c)	\$122,796	\$90,001	\$44,665	\$44,665
S-31	Subtotal	\$590,085	\$680,086	\$655,407	\$655,407
S-32	Less Total to be spent	\$0	\$69,344	\$0	\$0
S-33	TOTAL RESERVES AT END OF FISCAL YEAR	\$590,085	\$610,742	\$655,407	\$655,407

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

DISTRICT PHONE: 307-632-5400

PREPARED BY: Lisa Yardley

Proposed Budget

Laramie County Fire District #2

FYE 6/30/2018

NAME OF DISTRICT/BOARD

PROPERTY TAXES AND ASSESSMENTS

		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Pending Approval
R-1	Property Taxes and Assessments Received				
R-1.1	Tax Levy (From the County Treasurer)	\$1,090,052	\$1,023,552	\$1,163,479	\$1,163,479
R-1.2	Other County Support	\$46,288	\$30,456	\$250,000	\$250,000

FORECASTED REVENUE

		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Pending Approval
R-2	Revenues from Other Governments				
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	Total Government Support	\$22,968	\$22,968	\$0	\$0
R-3	Operating Revenues				
R-3.1	Customer Charges				
R-3.2	Sales of Goods or Services	\$0	\$2,400	\$0	
R-3.3	Other Assessments				
R-3.4	Total Operating Revenues	\$0	\$2,400	\$0	\$0
R-4	Grants				
R-4.1	Direct Federal Grants	\$65,433	\$33,692	\$60,000	\$60,000
R-4.2	Federal Grants thru State Agencies				
R-4.3	Grants from State Agencies	\$0	\$0	\$21,850	\$21,850
R-4.4	Total Grants	\$65,433	\$33,692	\$81,850	\$81,850
R-5	Miscellaneous Revenue				
R-5.1	Interest	\$191	\$602	\$400	\$400
R-5.2	Other: Specify <u>Donations</u>	\$557	\$650	\$100	\$100
R-5.3	Other: See Additional	\$22,503	\$87,445	\$225,000	\$225,000
R-5.4	Total Miscellaneous	\$23,251	\$88,697	\$225,500	\$225,500
R-5.5	Total Forecasted Revenue	\$111,652	\$147,757	\$307,350	\$307,350
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

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	Pending Approval
E-1	Capital Outlay				
E-1.1	Real Property	\$0	\$0	\$0	
E-1.2	Vehicles	\$15,261	\$112,680	\$0	
E-1.3	Office Equipment	\$5,549	\$6,214	\$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	TOTAL CAPITAL OUTLAY	\$37,754	\$169,551	\$304,000	\$304,000

ADMINISTRATION BUDGET

		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Pending Approval
E-2	Personnel Services				
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					
E-3	Board Expenses				
E-3.1	Travel				
E-3.2	Mileage				
E-3.3	Other (Specify)				
E-3.4	<u>Supplies</u>	\$494	\$602	\$2,500	\$2,500
E-3.5					
E-3.6					
E-4	Contractual Services				
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	\$572	\$1,000	\$1,000
E-4.5	<u>Station 2 Land Lease</u>	\$0	\$0	\$2,735	\$2,735
E-4.6					
E-5	Other Administrative Expenses				
E-5.1	Office Supplies	\$8,778	\$3,334	\$4,950	\$4,950
E-5.2	Office equipment, rent & repair	\$3,014	\$3,014	\$2,300	\$2,300
E-5.3	Education				
E-5.4	Registrations	\$2,846	\$3,178	\$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					
E-6	TOTAL ADMINISTRATION	\$78,557	\$88,672	\$88,085	\$88,085

Proposed Budget

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OPERATIONS BUDGET

			2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Pending Approval
E-7	Personnel Services					
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	\$24,465	\$28,800	\$28,800
E-7.6						
E-8	Travel					
E-8.1	Mileage					
E-8.2	Other (Specify)					
E-8.3	Chief Travel Expenses		\$1,452	\$7,040	\$7,500	\$7,500
E-8.4	Fuel		\$22,534	\$27,668	\$29,000	\$29,000
E-8.5						
E-9	Operating supplies (List)					
E-9.1	Supplies		\$30,885	\$32,649	\$42,050	\$42,050
E-9.2	New Equipment		\$79,702	\$78,415	\$79,000	\$79,000
E-9.3	Equip & Apparatus Maint		\$100,988	\$120,062	\$107,150	\$107,150
E-9.4	Building Maintenance		\$27,073	\$27,960	\$45,000	\$45,000
E-9.5						
E-10	Program Services (List)					
E-10.1	Retention & Recruitment		\$16,847	\$23,584	\$25,500	\$25,500
E-10.2	Public Education		\$6,246	\$3,294	\$18,500	\$18,500
E-10.3	Training/Education		\$93,067	\$99,198	\$96,500	\$96,500
E-10.4	Resident Supplies		\$14,596	\$20,972	\$20,000	\$20,000
E-10.5						
E-11	Contractual Arrangements (List)					
E-11.1	Utilities (electric, gas, etc)		\$42,965	\$44,804	\$45,000	\$45,000
E-11.2						
E-11.3						
E-11.4						
E-11.5						
E-12	Other operations (Specify)					
E-12.1	Personnel Equipment		\$63,852	\$65,117	\$66,000	\$66,000
E-12.2	SLIB Water Cisterns		\$0	\$0	\$21,850	\$21,850
E-12.3	Wildland Fire Program		\$0	\$83,964	\$200,000	\$200,000
E-12.4						
E-12.5						
E-13	TOTAL OPERATIONS		\$808,505	\$961,073	\$1,143,880	\$1,143,880

Proposed Budget

Laramie County Fire District #2

FYE 6/30/2018

INDIRECT COSTS BUDGET

			2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Pending Approval
E-14	Insurance					
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						
E-15	Indirect payroll costs:					
E-15.1	FICA (Social Security) taxes		\$15,757	\$16,016	\$17,000	\$17,000
E-15.2	Workers Compensation		\$14,506	\$29,649	\$33,000	\$33,000
E-15.3	Unemployment Taxes		\$947	\$879	\$900	\$900
E-15.4	Retirement		\$29,049	\$32,416	\$35,300	\$35,300
E-15.5	Health Insurance		\$20,116	\$23,645	\$29,000	\$29,000
E-15.6	Other (Specify)					
E-15.7	_____					
E-15.8	_____					
E-15.9						
E-16	Depreciation Expenses					
E-17	TOTAL INDIRECT COSTS		\$98,176	\$121,710	\$135,200	\$135,200

DEBT SERVICE BUDGET

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

Proposed Budget

Laramie County Fire District #2
 NAME OF DISTRICT/BOARD

FYE 6/30/2018

GENERAL FUNDS

		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Pending Approval
C-1	Balances at Beginning of Fiscal Year				
C-1.1	General Fund Checking Account Balance	\$297,800			
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	\$610,742	\$655,407	\$655,407
C-1.6	Total Estimated Cash and Investments on Hand	\$887,885	\$610,742	\$655,407	\$655,407
C-2	General Fund Reductions:				
C-2.1	a. Unpaid bills at FYE				
C-2.2	b. Reserves	\$590,085	\$610,742	\$655,407	\$655,407
C-2.3	Total Deductions (a+b)	\$590,085	\$610,742	\$655,407	\$655,407
C-2.4	Estimated Non-Restricted Funds Available	\$297,800	\$0	\$0	\$0

DEPRECIATION RESERVE (CAPITAL OUTLAY - REPLACEMENT)

		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Pending Approval
C-3	Beginning Balance in Reserve Account (end of previous year)	\$229,206	\$351,002	\$371,658	\$371,658
C-3.2	<i>Date of Reserve Approval in Minutes:</i> 12/16/2015				
C-3.3	Amount to be added to the reserve	\$121,796	\$90,000	\$44,664	\$44,664
C-3.4	<i>Date of Reserve Approval in Minutes:</i> 6/13/2016				
C-3.5	SUB-TOTAL	\$351,002	\$441,002	\$416,322	\$416,322
C-3.6	Identify the amount to be spent from "Reserve for Capital Outlay"				
C-3.7	a. New Command	\$0	\$51,844	\$0	
C-3.8	b. Station Design		\$17,500		
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	\$69,344	\$0	\$0
C-3.12	Balance to be retained in Depreciation Reserve Account	\$351,002	\$371,658	\$416,322	\$416,322

OTHER RESTRICTED FUND BALANCES - RESERVE (LEGALLY ENFORCED)

		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Pending Approval
C-4	Beginning Balance in Reserve Account (end of previous year)	\$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	SUB-TOTAL	\$0	\$0	\$0	\$0
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	TOTAL OTHER RESERVE OUTLAY (a+b+c)	\$0	\$0	\$0	\$0
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	Pending Approval
C-5	Beginning Balance in Reserve Account (end of previous year)	\$238,083	\$239,083	\$239,084	\$239,084
C-5.2	<i>Date of Reserve Approval in Minutes:</i> _____				
C-5.3	Amount to be added to the reserve	\$1,000	\$1	\$1	\$1
C-5.4	<i>Date of Reserve Approval in Minutes:</i> 3/21/2016				
C-5.5	SUB-TOTAL	\$239,083	\$239,084	\$239,085	\$239,085
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	\$239,084	\$239,085	\$239,085
C-5.9	TOTAL TO BE SPENT	\$0	\$69,344	\$0	\$0