

Proposed Budget

LARAMIE COUNTY FIRE DISTRICT #3	
Budget Hearing Information	
PO BOX 131	Location: Fire Station 1, 118 Cheyenne Ave, Albin, WY
ALBIN, WY 82050	Date: 7/19/2018
307-245-3207	Time: 8:00 P.M.
Laramie County	Budget Prepared by: Wynema Engstrom

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

The budget for LCFD #3 requires the maximum three (3) mill tax levy and vehicle fees. The overall budget includes an increase of \$13,831 over the estimated prior year due to ongoing maintenance on the three stations, as well as an applied for \$33,000 grant of SPOT money for fiscal year 2019. The Capital Outlay budget has an increase of \$16,085 from the prior year estimated expenses, again due to the budgeted SPOT grant money. The Administration budget has a decrease of \$490. This is due to a slight decrease in accounting and legal expenses. The Operations budget has a decrease of \$1,595. This is due to an anticipated decrease of travel & mileage reimbursement for trainings. The Indirect costs budget remains comparable to prior year estimated expenses.

S-B RESERVE DESCRIPTION

Emergency Reserve - \$22,595. Depreciation Reserve - \$68,938.

S-C

Names of Board Members	Date of End of Term	Does the district have regular office hours exceeding 20 hours per week?
Dean Anderson	6/30/20	<input checked="" type="checkbox"/> Yes
Lee Willert	6/30/18	If Yes, enter Address of office: PO Box 870 City, State, Zip: Pine Bluffs, WY 82082 Phone Number: 307-245-3207 Hours Open: 8 am - 4 pm M-Th <div style="border: 1px solid black; height: 30px; width: 100%;"></div>
Mike Peterson	6/30/20	
Rowdy Petsch	6/30/20	
Carrie Deselms	6/30/18	

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		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
S-1	Total Budgeted Expenditures	\$104,951	\$130,594	\$144,425	
S-2	Total Principal to Pay on Debt	\$0	\$0	\$0	
S-3	Total Change to Restricted Funds	\$0	\$0	-\$74,552	
S-4	Total General Fund and Forecasted Revenues Available	\$207,338	\$155,686	\$185,615	
S-5	<i>Amount requested from County Commissioners</i>	\$69,647	\$70,628	\$64,360	
S-6	Additional Funding Needed :			\$0	

REVENUE SUMMARY		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
S-7	Operating Revenues	\$0	\$0	\$0	
S-8	Tax levy (From the County Treasurer)	\$60,953	\$60,740	\$56,456	
S-9	Government Support	\$33,187	\$0	\$33,000	
S-10	Grants	\$0	\$0	\$0	
S-11	Other County Support (Not from Co. Treas.)	\$8,694	\$9,888	\$7,904	
S-12	Miscellaneous	\$24,033	\$4,587	\$10,500	
S-13	Other Forecasted Revenue	\$0	\$0	\$0	
S-14	Total Revenue	\$126,867	\$75,215	\$107,860	

FY 7/1/18-6/30/19 LARAMIE COUNTY FIRE DISTRICT #3

EXPENDITURE SUMMARY		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
S-15	Capital Outlay	\$60,250	\$51,215	\$67,300	
S-16	Interest and Fees On Debt	\$0	\$0	\$0	
S-17	Administration	\$13,111	\$13,965	\$13,475	
S-18	Operations	\$21,598	\$50,095	\$48,500	
S-19	Indirect Costs	\$9,992	\$15,319	\$15,150	
S-20	Total Expenditures	\$104,951	\$130,594	\$144,425	

DEBT SUMMARY		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
S-21	Principal Paid on Debt	\$0	\$0	\$0	

CASH AND INVESTMENTS		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
S-22	TOTAL GENERAL FUNDS	\$80,471	\$80,471	\$77,755	
Summary of Reserve Funds					
S-23	Beginning Balance in Reserve Accounts				
S-24	a. Depreciation Reserve	\$143,490	\$143,490	\$143,490	
S-25	b. Other Reserve	\$0	\$0	\$0	
S-26	c. Emergency Reserve (Cash)	\$22,595	\$22,595	\$22,595	
	Total Reserves (a+b+c)	\$166,085	\$166,085	\$166,085	
S-27	Amount to be added				
S-28	a. Depreciation Reserve	\$0	\$0	\$0	
S-29	b. Other Reserve	\$0	\$0	\$0	
S-30	c. Emergency Reserve (Cash)	\$0	\$0	\$0	
	Total to be added (a+b+c)	\$0	\$0	\$0	
S-31	Subtotal	\$166,085	\$166,085	\$166,085	
S-32	Less Total to be spent	\$0	\$0	\$74,552	
S-33	TOTAL RESERVES AT END OF FISCAL YEAR	\$166,085	\$166,085	\$91,533	

End of Summary

Date adopted by Special District _____

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

DISTRICT ADDRESS: PO BOX 131
ALBIN, WY 82050

DISTRICT PHONE: 307-245-3207

PREPARED BY: Wynema Engstrom

Proposed Budget

LARAMIE COUNTY FIRE DISTRICT #3

FYE 6/30/2019

NAME OF DISTRICT/BOARD

PROPERTY TAXES AND ASSESSMENTS

		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
R-1	Property Taxes and Assessments Received				
R-1.1	Tax Levy (From the County Treasurer)	\$60,953	\$60,740	\$56,456	
R-1.2	Other County Support	\$8,694	\$9,888	\$7,904	

FORECASTED REVENUE

		2016-2017 Actual	2017-2018 Estimated	2018-2019 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	\$33,187		\$33,000	
R-2.4	Other (Specify)				
R-2.5	Total Government Support	\$33,187	\$0	\$33,000	\$33,000
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				
R-4.3	Grants from State Agencies				
R-4.4	Total Grants	\$0	\$0	\$0	\$0
R-5	Miscellaneous Revenue				
R-5.1	Interest	\$288	\$518	\$700	
R-5.2	Other: Specify <u>Insurance Proceeds</u>	\$7,480		\$6,000	
R-5.3	Other: See Additional	\$16,265	\$4,069	\$3,800	\$3,800
R-5.4	Total Miscellaneous	\$24,033	\$4,587	\$10,500	\$10,500
R-5.5	Total Forecasted Revenue	\$57,220	\$4,587	\$43,500	\$43,500
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 #3

FYE 6/30/2019

NAME OF DISTRICT/BOARD

CAPITAL OUTLAY BUDGET

				2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
E-1	Capital Outlay						
E-1.1	Real Property			\$21,435	\$51,071	\$16,300	
E-1.2	Vehicles				\$20		
E-1.3	Office Equipment						
E-1.4	Other (Specify)						
E-1.5	<u>Equipment</u>			\$38,815	\$124	\$51,000	
E-1.6							
E-1.7							
E-1.8	TOTAL CAPITAL OUTLAY			\$60,250	\$51,215	\$67,300	\$67,300

ADMINISTRATION BUDGET

				2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
E-2	Personnel Services						
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							
E-3	Board Expenses						
E-3.1	Travel						
E-3.2	Mileage						
E-3.3	Other (Specify)						
E-3.4	<u>Board Meetings</u>						
E-3.5							
E-3.6							
E-4	Contractual Services						
E-4.1	Legal			\$1,439	\$303	\$260	
E-4.2	Accounting/Auditing			\$1,700	\$3,759	\$3,500	
E-4.3	Other (Specify)						
E-4.4	<u>Advertising</u>			\$60	\$50	\$75	
E-4.5	<u>Election Judges</u>			\$40		\$40	
E-4.6	see additional details			\$1,290	\$1,777	\$1,600	\$1,600
E-5	Other Administrative Expenses						
E-5.1	Office Supplies			\$1,065	\$579	\$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>Utilities</u>			\$7,517	\$7,497	\$7,500	
E-5.7							
E-5.8							
E-6	TOTAL ADMINISTRATION			\$13,111	\$13,965	\$13,475	\$13,475

Proposed Budget

LARAMIE COUNTY FIRE DISTRICT #3

FYE 6/30/2019

OPERATIONS BUDGET

		2016-2017 Actual	2017-2018 Estimated	2018-2019 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	Dispatcher	\$1,288	\$1,899	\$1,500	
E-7.5					
E-7.6					
E-8	Travel				
E-8.1	Mileage	\$517	\$646	\$500	
E-8.2	Other (Specify)				
E-8.3	Lodging	\$1,629	\$3,986	\$1,600	
E-8.4	Meals	\$2,362	\$2,025		
E-8.5	see additional details		\$20	\$5,200	\$5,200
E-9	Operating supplies (List)				
E-9.1	Supplies	\$4,036	\$3,281	\$4,500	
E-9.2	Fuel	\$668	\$1,028	\$850	
E-9.3	Postage & Freight	\$203	\$59	\$100	
E-9.4	Repairs & Maintenance	\$9,639	\$14,171	\$10,000	
E-9.5	see additional details	\$311	\$163	\$1,600	\$1,600
E-10	Program Services (List)				
E-10.1	Building Repairs	\$23	\$22,817	\$20,050	
E-10.2	License & Fees	\$922		\$100	
E-10.3	Truck Maintenance			\$2,500	
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					
E-12.2					
E-12.3					
E-12.4					
E-12.5					
E-13	TOTAL OPERATIONS	\$21,598	\$50,095	\$48,500	\$48,500

Proposed Budget

LARAMIE COUNTY FIRE DISTRICT #3

FYE 6/30/2019

INDIRECT COSTS BUDGET

			2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
E-14	Insurance					
E-14.1	Liability		\$4,634	\$8,605	\$8,500	
E-14.2	Buildings and vehicles					
E-14.3	Equipment					
E-14.4	Other (Specify)					
E-14.5	<u>Bonds</u>		\$100	\$100	\$100	
E-14.6						
E-14.7						
E-15	Indirect payroll costs:					
E-15.1	FICA (Social Security) taxes					
E-15.2	Workers Compensation		\$3,323	\$3,407	\$3,350	
E-15.3	Unemployment Taxes					
E-15.4	Retirement		\$1,935	\$3,207	\$3,200	
E-15.5	Health Insurance					
E-15.6	Other (Specify)					
E-15.7						
E-15.8						
E-15.9						
E-16	Depreciation Expenses					
E-17	TOTAL INDIRECT COSTS		\$9,992	\$15,319	\$15,150	\$15,150

DEBT SERVICE BUDGET

			2016-2017 Actual	2017-2018 Estimated	2018-2019 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

LARAMIE COUNTY FIRE DISTRICT #3

FYE 6/30/2019

NAME OF DISTRICT/BOARD

GENERAL FUNDS

		End of Year	Beginning	Beginning	
		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
C-1	Balances at Beginning of Fiscal Year				
C-1.1	General Fund Checking Account Balance	\$52,471	\$52,471	\$49,255	\$49,255
C-1.2	Savings and Investments Account Balance		\$0		
C-1.3	General Fund CD Balance	\$28,000	\$28,000	\$28,500	\$28,500
C-1.4	All Other Funds		\$0		
C-1.5	Reserves (From Below)	\$166,085	\$166,085	\$91,533	\$91,533
C-1.6	Total Estimated Cash and Investments on Hand	\$246,556	\$246,556	\$169,288	\$169,288
C-2	General Fund Reductions:				
C-2.1	a. Unpaid bills at FYE				
C-2.2	b. Reserves	\$166,085	\$166,085	\$91,533	\$91,533
C-2.3	Total Deductions (a+b)	\$166,085	\$166,085	\$91,533	\$91,533
C-2.4	Estimated Non-Restricted Funds Available	\$80,471	\$80,471	\$77,755	\$77,755

DEPRECIATION RESERVE (CAPITAL OUTLAY - REPLACEMENT)

		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
C-3					
C-3.1	Beginning Balance in Reserve Account (end of previous year)	\$143,490	\$143,490	\$143,490	\$143,490
C-3.2	Date of Reserve Approval in Minutes: _____				
C-3.3	Amount to be added to the reserve				
C-3.4	Date of Reserve Approval in Minutes: _____				
C-3.5	SUB-TOTAL	\$143,490	\$143,490	\$143,490	\$143,490
C-3.6	Identify the amount to be spent from "Reserve for Capital Outlay"				
C-3.7	a. _____			\$74,552	
C-3.8	b. _____				
C-3.9	c. _____				
C-3.10	Date of Reserve Approval in Minutes: _____				
C-3.11	TOTAL CAPITAL OUTLAY (a+b+c)	\$0	\$0	\$74,552	\$74,552
C-3.12	Balance to be retained in Depreciation Reserve Account	\$143,490	\$143,490	\$68,938	\$68,938

OTHER RESTRICTED FUND BALANCES - RESERVE (LEGALLY ENFORCED)

		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
C-4					
C-4.1	Beginning Balance in Reserve Account (end of previous year)		\$0	\$0	
C-4.2	Date of Reserve Approval in Minutes: _____				
C-4.3	Amount to be added to the reserve				
C-4.4	Date of Reserve Approval in Minutes: _____				
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	Date of Reserve Approval in Minutes: _____				
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)

		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
C-5					
C-5.1	Beginning Balance in Reserve Account (end of previous year)	\$22,595	\$22,595	\$22,595	\$22,595
C-5.2	Date of Reserve Approval in Minutes: _____				
C-5.3	Amount to be added to the reserve				
C-5.4	Date of Reserve Approval in Minutes: _____				
C-5.5	SUB-TOTAL	\$22,595	\$22,595	\$22,595	\$22,595
C-5.6	Amount to be spent from Emergency Reserve (Cash)				
C-5.7	Date of Reserve Approval in Minutes: _____				
C-5.8	Balance to be retained in Assigned Fund Balance	\$22,595	\$22,595	\$22,595	\$22,595
C-5.9	TOTAL TO BE SPENT	\$0	\$0	\$74,552	\$74,552