

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 |
| 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?
 Albin Fire Hall Station 1

How and where are the notices of meeting posted for the public?
 Posted at Albin Fire Hall Station 1

Where are the public meetings held?
 Albin Fire Hall Station 1

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 | Amount requested from County Commissioners | \$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 Insurance Proceeds | \$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
 NAME OF DISTRICT/BOARD

FYE 6/30/2019

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 | Equipment | \$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 | Board Meetings | | | | |
| 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 | Advertising | \$60 | \$50 | \$75 | |
| E-4.5 | Election Judges | \$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 | Utilities | \$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
 NAME OF DISTRICT/BOARD

FYE 6/30/2019

GENERAL FUNDS

| | End of Year | Beginning | Beginning | Pending Approval |
|-----------------------------------------------------------|---------------------|------------------------|-----------------------|------------------|
| | 2016-2017 Actual | 2017-2018 Estimated | 2018-2019 Proposed | |
| 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 |