

# Proposed Budget

LARAMIE COUNTY FIRE DISTRICT #5	
Budget Hearing Information	
PO BOX 870	Location: Pine Bluffs Town Hall
PINE BLUFFS, WY 82082	Date: 7/23/2018
307-245-3207	Time: 6:00 PM
Laramie County	Budget Prepared by: Wynema Engstrom

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

The budget for LCFD #5 requires the maximum three (3) mill tax levy and vehicle fees. The District's budget reflects an increase of \$36,117 of prior year estimated expenses. There is also an increase of funds into the Depreciation Fund of \$91,004, to partially offset the \$104,822 of the fund that was spent in the 2017-2018 fiscal year. The budget for Capital expenditures has increased by \$22,013. This including budgeting for new gear & communication equipment. The Administration budget increased by \$2,303 due to an increase for election judges and office supplies. The Operations budget increased by \$10,711 due to an increase for training and tests on hoses & equipment. The Indirect costs budget increased by \$1,090 due to an increase in projected insurance costs.

**S-B RESERVE DESCRIPTION**

Cash reserve \$88,933. Depreciation reserve \$47,709

**S-C**

Names of Board Members	Date of End of Term
Justin Fornstrom	12/31/10
Travis Freeburg	12/31/20
Gary Eastman	12/31/20
Tom Mohren	12/31/18
Jerry Lamb	12/31/18

Does the district have regular office hours exceeding 20 hours per week?  Yes

If Yes, enter

Address of office:	214 Main Street
City, State, Zip:	Pine Bluffs, WY 82082
Phone Number:	307-245-3207
Hours Open:	8 am - 4 pm M-Th

Where are the minutes of your board meeting available for public review?  
 214 Main St. Pine Bluffs, WY 82082

How and where are the notices of meeting posted for the public?  
 Window of Pine Bluffs Town Hall

Where are the public meetings held?  
 Pine Bluffs Town Hall

## PROPOSED BUDGET SUMMARY

OVERVIEW		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
S-1	Total Budgeted Expenditures	\$181,619	\$58,408	\$94,525	\$94,525
S-2	Total Principal to Pay on Debt	\$0	\$0	\$0	\$0
S-3	Total Change to Restricted Funds	\$0	-\$150,352	\$0	\$0
S-4	Total General Fund and Forecasted Revenues Available	\$437,304	\$380,413	\$200,430	\$200,430
S-5	Amount requested from County Commissioners	\$109,182	\$108,339	\$95,927	\$95,927
S-6	Additional Funding Needed :			\$0	\$0

REVENUE SUMMARY		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
S-7	Operating Revenues	\$0	\$0	\$0	\$0
S-8	Tax levy (From the County Treasurer)	\$90,002	\$88,681	\$79,939	\$79,939
S-9	Government Support	\$0	\$0	\$0	\$0
S-10	Grants	\$1,200	\$600	\$900	\$900
S-11	Other County Support (Not from Co. Treas.)	\$19,180	\$19,658	\$15,988	\$15,988
S-12	Miscellaneous	\$73,030	\$17,582	\$31,900	\$31,900
S-13	Other Forecasted Revenue	\$0	\$0	\$0	\$0
S-14	Total Revenue	\$183,412	\$126,521	\$128,727	\$128,727

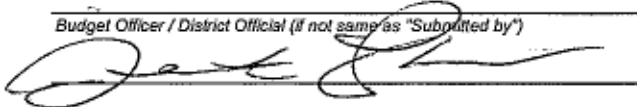
EXPENDITURE SUMMARY		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
S-15	Capital Outlay	\$50,478	\$17,937	\$39,950	\$39,950
S-16	Interest and Fees On Debt	\$0	\$0	\$0	\$0
S-17	Administration	\$8,793	\$7,797	\$10,100	\$10,100
S-18	Operations	\$112,598	\$21,064	\$31,775	\$31,775
S-19	Indirect Costs	\$11,750	\$11,610	\$12,700	\$12,700
S-20	Total Expenditures	\$181,619	\$58,408	\$94,525	\$94,525

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

CASH AND INVESTMENTS		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
S-22	TOTAL GENERAL FUNDS	\$253,692	\$253,692	\$161,703	\$161,703
<b>Summary of Reserve Funds</b>					
S-23	Beginning Balance in Reserve Accounts				
S-24	a. Depreciation Reserve	\$90,154	\$90,154	\$0	\$0
S-25	b. Other Reserve	\$0	\$0	\$0	\$0
S-26	c. Emergency Reserve (Cash)	\$135,636	\$135,636	\$75,638	\$75,638
	<b>Total Reserves (a+b+c)</b>	\$225,990	\$225,990	\$75,638	\$75,638
S-27	Amount to be added				
S-28	a. Depreciation Reserve	\$0	\$0	\$0	\$0
S-29	b. Other Reserve	\$0	\$0	\$0	\$0
S-30	c. Emergency Reserve (Cash)	\$0	\$0	\$0	\$0
	<b>Total to be added (a+b+c)</b>	\$0	\$0	\$0	\$0
S-31	Subtotal	\$225,990	\$225,990	\$75,638	\$75,638
S-32	Less Total to be spent	\$0	\$150,352	\$0	\$0
S-33	TOTAL RESERVES AT END OF FISCAL YEAR	\$225,990	\$75,638	\$75,638	\$75,638

*End of Summary*

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



Date adopted by Special District 7/23/18

DISTRICT ADDRESS: PO BOX 870  
PINE BLUFFS, WY 82082

PREPARED BY: Wynema Engstrom

DISTRICT PHONE: 307-245-3207

# Proposed Budget

LARAMIE COUNTY FIRE DISTRICT #5  
 NAME OF DISTRICT/BOARD

FYE 6/30/2019

## PROPERTY TAXES AND ASSESSMENTS

		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
R-1	<b>Property Taxes and Assessments Received</b>				
R-1.1	Tax Levy (From the County Treasurer)	\$90,002	\$88,681	\$79,939	\$79,939
R-1.2	Other County Support	\$19,180	\$19,658	\$15,988	\$15,988

## FORECASTED REVENUE

		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
R-2	<b>Revenues from Other Governments</b>				
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	<b>Total Government Support</b>	\$0	\$0	\$0	\$0
R-3	<b>Operating Revenues</b>				
R-3.1	Customer Charges				
R-3.2	Sales of Goods or Services				
R-3.3	Other Assessments				
R-3.4	<b>Total Operating Revenues</b>	\$0	\$0	\$0	\$0
R-4	<b>Grants</b>				
R-4.1	Direct Federal Grants				
R-4.2	Federal Grants thru State Agencies				
R-4.3	Grants from State Agencies	\$1,200	\$600	\$900	\$900
R-4.4	<b>Total Grants</b>	\$1,200	\$600	\$900	\$900
R-5	<b>Miscellaneous Revenue</b>				
R-5.1	Interest	\$1,544	\$1,582	\$1,400	\$1,400
R-5.2	Other: Specify <u>Insurance Proceeds</u>	\$71,486	\$16,000	\$30,500	\$30,500
R-5.3	Other: Additional				
R-5.4	<b>Total Miscellaneous</b>	\$73,030	\$17,582	\$31,900	\$31,900
R-5.5	<b>Total Forecasted Revenue</b>	\$74,230	\$18,182	\$32,800	\$32,800
R-6	<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

# Proposed Budget

LARAMIE COUNTY FIRE DISTRICT #5  
 NAME OF DISTRICT/BOARD

FYE 6/30/2019

## CAPITAL OUTLAY BUDGET

		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
<b>E-1</b>	<b>Capital Outlay</b>				
E-1.1	Real Property				
E-1.2	Vehicles				
E-1.3	Office Equipment				
E-1.4	Other (Specify)				
E-1.5	<u>Equipment</u>	\$50,478	\$17,937	\$39,950	\$39,950
E-1.6	_____				
E-1.7	_____				
E-1.8	<b>TOTAL CAPITAL OUTLAY</b>	<b>\$50,478</b>	<b>\$17,937</b>	<b>\$39,950</b>	<b>\$39,950</b>

## ADMINISTRATION BUDGET

		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
<b>E-2</b>	<b>Personnel Services</b>				
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	_____				
<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>Board Meetings</u>	\$834	\$852	\$800	\$800
E-3.5	_____				
E-3.6	_____				
<b>E-4</b>	<b>Contractual Services</b>				
E-4.1	Legal			\$350	\$350
E-4.2	Accounting/Auditing	\$3,766	\$5,061	\$4,500	\$4,500
E-4.3	Other (Specify)				
E-4.4	<u>Advertising</u>	\$73	\$82	\$100	\$100
E-4.5	<u>Election Judges</u>	\$300		\$300	\$300
E-4.6	_____				
<b>E-5</b>	<b>Other Administrative Expenses</b>				
E-5.1	Office Supplies	\$1,820	\$1,802	\$3,900	\$3,900
E-5.2	Office equipment, rent & repair				
E-5.3	Education				
E-5.4	Registrations				
E-5.5	Other (Specify)				
E-5.6	<u>Dues</u>			\$150	\$150
E-5.7	_____				
E-5.8	_____				
<b>E-6</b>	<b>TOTAL ADMINISTRATION</b>	<b>\$6,793</b>	<b>\$7,797</b>	<b>\$10,100</b>	<b>\$10,100</b>

# Proposed Budget

LARAMIE COUNTY FIRE DISTRICT #5

FYE 6/30/2019

## OPERATIONS BUDGET

		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
<b>E-7</b>	<b>Personnel Services</b>				
E-7.1	Wages—Operations				
E-7.2	Service Contracts	\$1,525	\$1,521	\$1,525	\$1,525
E-7.3	Other (Specify)				
E-7.4	Registrations	\$535	\$50	\$200	\$200
E-7.5	Meals	\$253	\$150	\$250	\$250
E-7.6	see additional details			\$3,500	\$3,500
<b>E-8</b>	<b>Travel</b>				
E-8.1	Mileage	\$482		\$300	\$300
E-8.2	Other (Specify)				
E-8.3	Lodging	\$299	\$300	\$500	\$500
E-8.4					
E-8.5					
<b>E-9</b>	<b>Operating supplies (List)</b>				
E-9.1	Supplies	\$1,182	\$3,658	\$1,500	\$1,500
E-9.2	Fuel	\$3,498	\$2,537	\$3,000	\$3,000
E-9.3	Postage & Freight	\$299	\$160	\$250	\$250
E-9.4	Repairs & Maintenance	\$85,361	\$8,913	\$8,000	\$8,000
E-9.5	see additional details		\$549	\$7,750	\$7,750
<b>E-10</b>	<b>Program Services (List)</b>				
E-10.1	Truck Maintenance	\$19,164	\$3,226	\$5,000	\$5,000
E-10.2					
E-10.3					
E-10.4					
E-10.5					
<b>E-11</b>	<b>Contractual Arrangements (List)</b>				
E-11.1					
E-11.2					
E-11.3					
E-11.4					
E-11.5					
<b>E-12</b>	<b>Other operations (Specify)</b>				
E-12.1					
E-12.2					
E-12.3					
E-12.4					
E-12.5					
<b>E-13</b>	<b>TOTAL OPERATIONS</b>	<b>\$112,598</b>	<b>\$21,064</b>	<b>\$31,775</b>	<b>\$31,775</b>

# Proposed Budget

LARAMIE COUNTY FIRE DISTRICT #5

FYE 6/30/2019

## INDIRECT COSTS BUDGET

			2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
<b>E-14</b>	<b>Insurance</b>					
E-14.1	Liability		\$8,103	\$6,686	\$7,500	\$7,500
E-14.2	Buildings and vehicles					
E-14.3	Equipment			\$77	\$100	\$100
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					
E-15.2	Workers Compensation		\$2,117	\$2,207	\$2,200	\$2,200
E-15.3	Unemployment Taxes					
E-15.4	Retirement		\$1,530	\$2,640	\$2,900	\$2,900
E-15.5	Health Insurance					
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>\$11,750</b>	<b>\$11,610</b>	<b>\$12,700</b>	<b>\$12,700</b>

## DEBT SERVICE BUDGET

			2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
<b>D-1</b>	<b>Debt Service</b>					
D-1.1	Principal					
D-1.2	Interest					
D-1.3	Fees					
<b>D-2</b>	<b>TOTAL DEBT SERVICE</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

# Proposed Budget

LARAMIE COUNTY FIRE DISTRICT #5  
 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	
<b>C-1 Balances at Beginning of Fiscal Year</b>				
C-1.1 General Fund Checking Account Balance	\$17,619	\$17,619	\$5,076	\$5,076
C-1.2 Savings and Investments Account Balance	\$44,169	\$44,169	\$88,906	\$88,906
C-1.3 General Fund CD Balance	\$186,868	\$186,868	\$47,060	\$47,060
C-1.4 All Other Funds	\$5,236	\$5,236	\$20,661	\$20,661
C-1.5 Reserves (From Below)	\$225,990	\$225,990	\$75,638	\$75,638
C-1.6 Total Estimated Cash and Investments on Hand	\$479,882	\$479,882	\$237,341	\$237,341
<b>C-2 General Fund Reductions:</b>				
C-2.1 a. Unpaid bills at FYE				
C-2.2 b. Reserves	\$225,990	\$75,638	\$75,638	\$75,638
C-2.3 Total Deductions (a+b)	\$225,990	\$75,638	\$75,638	\$75,638
C-2.4 Estimated Non-Restricted Funds Available	\$253,892	\$404,244	\$161,703	\$161,703

## DEPRECIATION RESERVE (CAPITAL OUTLAY - REPLACEMENT)

	2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
<b>C-3</b>				
C-3.1 Beginning Balance in Reserve Account (end of previous year)	\$90,154	\$90,154	\$0	\$0
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	\$90,154	\$90,154	\$0	\$0
C-3.6 Identify the amount to be spent from "Reserve for Capital Outlay"				
C-3.7 a. _____		\$90,154		
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	\$90,154	\$0	\$0
C-3.12 Balance to be retained in Depreciation Reserve Account	\$90,154	\$0	\$0	\$0

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

	2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
<b>C-4</b>				
C-4.1 Beginning Balance in Reserve Account (end of previous year)		\$0	\$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
<b>C-5</b>				
C-5.1 Beginning Balance in Reserve Account (end of previous year)	\$135,836	\$135,836	\$75,638	\$75,638
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	\$135,836	\$135,836	\$75,638	\$75,638
C-5.6 Amount to be spent from Emergency Reserve (Cash)		\$60,198		
C-5.7 Date of Reserve Approval in Minutes: _____				
C-5.8 Balance to be retained in Assigned Fund Balance	\$135,836	\$75,638	\$75,638	\$75,638
C-5.9 TOTAL TO BE SPENT	\$0	\$150,352	\$0	\$0