

## Proposed Budget

Fish Creek Improvement and Service District	
Budget Hearing Information	
PO Box 11786	<b>Location:</b> 5195 W Indian View Lane, Wilson, WY 83014
Jackson, WY 83002	<b>Date:</b> Wednesday, July 17, 2019
307-734-8598	<b>Time:</b> 9:00 a.m.
Teton County	<b>Budget Prepared by:</b> Irene Steeg, Manager

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

This Fish Creek Improvement and Service District collects all its revenue directly from our customers; we do not ask Teton County to collect any fees on our behalf.

The Aspens Pines Water and Sewer District (APWSD), with whom we contract to process our sewage, expects to leave their fees the same except for a 5% decrease for variable sewer processing. This will enable our District to pass this decrease through to our metered customers, but the basic rates will remain the same as last year. That's good news for our customers.

The FCISD Board continues to be in conversation with the APWSD Board regarding possible merger/consolidation of the sewer systems. The APWSD Board has communicated that they do not want to take on the water system. Exploration of this proposal is ongoing.

Last year we budgeted \$30,000 for this possible merger/consolidation work. Last year \$1,495 was spent for research done by engineers regarding this issue. We continue to hold \$28,505 in reserves in the budget to pursue this possibility.

**S-B RESERVE DESCRIPTION**

The Board of Directors has not designated separate accounts for Reserve Funds or Emergency Funds, but the ISD has substantial cash reserves. The District's accountant, Rick Palmer, has verified that this is an acceptable accounting practice.

**S-C**

Names of Board Members	Date of End of Term
Richard A. Steeg	7/1/20
Judith Thompson	7/1/21
Jill Russell	7/1/22

Does the district have regular office hours exceeding 20 hours per week?	<input type="checkbox"/> No

**If no above:** Are the records on file with the County Clerk as required by W.S. 16-12-303(c)?  Yes

Where are the minutes of your board meeting available for public review?  
 The Teton County Clerk's office has copies of all approved Board minutes and quarterly financial statements.

How and where are the notices of meeting posted for the public?  
 The Budget Hearing notice is published in the Jackson Hole News & Guide as per Wyoming statutes.

Where are the public meetings held?  
 5195 W Indian View Lane, Wilson, WY 83014 (Home of Board President, Richard Steeg)

## PROPOSED BUDGET SUMMARY

OVERVIEW		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
S-1	<b>Total Budgeted Expenditures</b>	\$138,005	\$137,864	\$183,314	\$183,314
S-2	<b>Total Principal to Pay on Debt</b>	\$0	\$0	\$0	\$0
S-3	<b>Total Change to Restricted Funds</b>	\$0	\$0	\$0	\$0
S-4	<b>Total General Fund and Forecasted Revenues Available</b>	\$419,840	\$418,651	\$434,248	\$434,248
S-5	<i>Amount requested from County Commissioners</i>	\$0	\$0	\$0	\$0
S-6	<b>Additional Funding Needed :</b>			\$0	\$0

REVENUE SUMMARY		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
S-7	<b>Operating Revenues</b>	\$165,298	\$163,574	\$162,536	\$162,536
S-8	<b>Tax levy (From the County Treasurer)</b>	\$0	\$0	\$0	\$0
S-9	<b>Government Support</b>	\$0	\$0	\$0	\$0
S-10	<b>Grants</b>	\$0	\$0	\$0	\$0
S-11	<b>Other County Support (Not from Co. Treas.)</b>	\$0	\$0	\$0	\$0
S-12	<b>Miscellaneous</b>	\$1,076	\$1,611	\$570	\$570
S-13	<b>Other Forecasted Revenue</b>	\$0	\$0	\$0	\$0

S-14	<b>Total Revenue</b>	\$166,374	\$165,185	\$163,106	\$163,106
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FY 7/1/19-6/30/20 Fish Creek Improvement and Service District

EXPENDITURE SUMMARY		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
S-15	<b>Capital Outlay</b>	\$0	\$1,495	\$28,505	\$28,505
S-16	<b>Interest and Fees On Debt</b>	\$0	\$0	\$0	\$0
S-17	<b>Administration</b>	\$10,822	\$10,340	\$11,300	\$11,300
S-18	<b>Operations</b>	\$124,094	\$123,015	\$140,109	\$140,109
S-19	<b>Indirect Costs</b>	\$3,089	\$3,014	\$3,400	\$3,400
S-20R	<b>Expenditures paid by Reserves</b>	\$0	\$0	\$0	\$0
S-20	<b>Total Expenditures</b>	\$138,005	\$137,864	\$183,314	\$183,314

DEBT SUMMARY		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
S-21	<b>Principal Paid on Debt</b>	\$0	\$0	\$0	\$0

CASH AND INVESTMENTS		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
S-22	<b>TOTAL GENERAL FUNDS</b>	\$253,466	\$253,466	\$271,142	\$271,142

**Summary of Reserve Funds**

S-23	<b>Beginning Balance in Reserve Accounts</b>				
S-24	a. Sinking and Debt Service Funds	\$0	\$0	\$0	\$0
S-25	b. Reserves	\$0	\$0	\$0	\$0
S-26	c. Bond Funds	\$0	\$0	\$0	\$0
	<b>Total Reserves (a+b+c)</b>	\$0	\$0	\$0	\$0
S-27	<b>Amount to be added</b>				
S-28	a. Sinking and Debt Service Funds	\$0	\$0	\$0	\$0
S-29	b. Reserves	\$0	\$0	\$0	\$0
S-30	c. Bond Funds	\$0	\$0	\$0	\$0
	<b>Total to be added (a+b+c)</b>	\$0	\$0	\$0	\$0
S-31	<b>Subtotal</b>	\$0	\$0	\$0	\$0
S-32	<b>Less Total to be spent</b>	\$0	\$0	\$0	\$0
S-33	<b>TOTAL RESERVES AT END OF FISCAL YEAR</b>	\$0	\$0	\$0	\$0

*End of Summary*

Richard A. Steeg, President of Board  
 Budget Officer / District Official (if not same as "Submitted by")

Date adopted by Special District \_\_\_\_\_

**DISTRICT ADDRESS:** PO Box 11786  
 Jackson, WY 83002

**PREPARED BY:** Irene Steeg, Manager

**DISTRICT PHONE:** 307-734-8598

# Proposed Budget

Fish Creek Improvement and Service District

FYE 6/30/2020

NAME OF DISTRICT/BOARD

## PROPERTY TAXES AND ASSESSMENTS

		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
R-1	<b>Property Taxes and Assessments Received</b>				
R-1.1	<b>Tax Levy (From the County Treasurer)</b>				
R-1.2	Other County Support				

## FORECASTED REVENUE

		2017-2018 Actual	2018-2019 Estimated	2019-2020 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	\$165,298	\$163,574	\$162,536	\$162,536
R-3.2	Sales of Goods or Services				
R-3.3	Other Assessments				
R-3.4	<b>Total Operating Revenues</b>	\$165,298	\$163,574	\$162,536	\$162,536
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				
R-4.4	<b>Total Grants</b>	\$0	\$0	\$0	\$0
R-5	<b>Miscellaneous Revenue</b>				
R-5.1	Interest	\$80	\$72	\$80	\$80
R-5.2	Other: Specify <u>Late Fees/Finance Chg</u>	\$738	\$1,195	\$490	\$490
R-5.3	Other: See Additional	\$258	\$344		
R-5.4	<b>Total Miscellaneous</b>	\$1,076	\$1,611	\$570	\$570
R-5.5	<b>Total Forecasted Revenue</b>	\$166,374	\$165,185	\$163,106	\$163,106
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

Fish Creek Improvement and Service District

FYE 6/30/2020

**NAME OF DISTRICT/BOARD**

## CAPITAL OUTLAY BUDGET

		2017-2018 Actual	2018-2019 Estimated	2019-2020 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>Consolidation APWSD</u>		\$1,495	\$28,505	\$28,505
E-1.6	_____				
E-1.7	_____				
E-1.8	<b>TOTAL CAPITAL OUTLAY</b>	\$0	\$1,495	\$28,505	\$28,505

## ADMINISTRATION BUDGET

		2017-2018 Actual	2018-2019 Estimated	2019-2020 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	_____				
E-3.5	_____				
E-3.6					
<b>E-4</b>	<b>Contractual Services</b>				
E-4.1	Legal	\$192	-\$190	\$200	\$200
E-4.2	Accounting/Auditing	\$1,463	\$1,525	\$1,700	\$1,700
E-4.3	Other (Specify)				
E-4.4	<u>Mngmt/Bookkeeping</u>	\$7,800	\$7,800	\$7,800	\$7,800
E-4.5	_____				
E-4.6	_____				
<b>E-5</b>	<b>Other Administrative Expenses</b>				
E-5.1	Office Supplies	\$773	\$655	\$900	\$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>Public Notice Fees</u>	\$177	\$125	\$250	\$250
E-5.7	<u>Software</u>	\$417	\$425	\$450	\$450
E-5.8	_____				
<b>E-6</b>	<b>TOTAL ADMINISTRATION</b>	\$10,822	\$10,340	\$11,300	\$11,300

# Proposed Budget

Fish Creek Improvement and Service District

FYE 6/30/2020

<b>OPERATIONS BUDGET</b>
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		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
<b>E-7</b>	<b>Personnel Services</b>				
E-7.1	Wages--Operations				
E-7.2	Service Contracts				
E-7.3	Other (Specify)				
E-7.4	_____				
E-7.5	_____				
E-7.6	_____				
<b>E-8</b>	<b>Travel</b>				
E-8.1	Mileage				
E-8.2	Other (Specify)				
E-8.3	_____				
E-8.4	_____				
E-8.5	_____				
<b>E-9</b>	<b>Operating supplies (List)</b>				
E-9.1	Engineering	\$8,177	\$8,000	\$8,000	\$8,000
E-9.2	Maintenance/Repairs	\$8,503	\$10,000	\$8,000	\$8,000
E-9.3	Utilities	\$5,014	\$5,312	\$5,800	\$5,800
E-9.4	Water Testing	\$5,834	\$3,000	\$4,700	\$4,700
E-9.5	_____				
<b>E-10</b>	<b>Program Services (List)</b>				
E-10.1	_____				
E-10.2	_____				
E-10.3	_____				
E-10.4	_____				
E-10.5	_____				
<b>E-11</b>	<b>Contractual Arrangements (List)</b>				
E-11.1	APWSD	\$96,566	\$96,703	\$103,609	\$103,609
E-11.2	_____				
E-11.3	_____				
E-11.4	_____				
E-11.5	_____				
<b>E-12</b>	<b>Other operations (Specify)</b>				
E-12.1	Equipment Replacement			\$5,000	\$5,000
E-12.2	Depreciation			\$5,000	\$5,000
E-12.3	_____				
E-12.4	_____				
E-12.5	_____				
<b>E-13</b>	<b>TOTAL OPERATIONS</b>	<b>\$124,094</b>	<b>\$123,015</b>	<b>\$140,109</b>	<b>\$140,109</b>



# Proposed Budget

Fish Creek Improvement and Service District  
**NAME OF DISTRICT/BOARD**

FYE 6/30/2020

## GENERAL FUNDS

		End of Year	Beginning	Beginning	
		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
<b>C-1</b>	<b>Balances at Beginning of Fiscal Year</b>				
C-1.1	General Fund Checking Account Balance	\$26,281	\$26,281	\$24,000	\$24,000
C-1.2	Savings and Investments Account Balance	\$227,085	\$227,085	\$247,142	\$247,142
C-1.3	General Fund CD Balance		\$0		
C-1.4	All Other Funds	\$100	\$100		
C-1.5	Reserves (From Below)	\$0	\$0	\$0	\$0
C-1.6	<b>Total Estimated Cash and Investments on Hand</b>	<b>\$253,466</b>	<b>\$253,466</b>	<b>\$271,142</b>	<b>\$271,142</b>
<b>C-2</b>	<b>General Fund Reductions:</b>				
C-2.1	a. Unpaid bills at FYE				
C-2.2	b. Reserves	\$0	\$0	\$0	\$0
C-2.3	<b>Total Deductions (a+b)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
C-2.4	<b>Estimated Non-Restricted Funds Available</b>	<b>\$253,466</b>	<b>\$253,466</b>	<b>\$271,142</b>	<b>\$271,142</b>

## SINKING & DEBT SERVICE FUNDS

		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
<b>C-3</b>					
C-3.1	Beginning Balance in Reserve Account (end of previous year)		\$0	\$0	
C-3.2	<i>Date of Reserve Approval in Minutes:</i> _____				
C-3.3	Amount to be added to the reserve				
C-3.4	<i>Date of Reserve Approval in Minutes:</i> _____				
C-3.5	<b>SUB-TOTAL</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
C-3.6	Identify the amount and project to be spent				
C-3.7	a. _____				
C-3.8	b. _____				
C-3.9	c. _____				
C-3.10	<i>Date of Reserve Approval in Minutes:</i> _____				
C-3.11	<b>TOTAL CAPITAL OUTLAY (a+b+c)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
C-3.12	Balance to be retained	\$0	\$0	\$0	\$0

## RESERVES

		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
<b>C-4</b>					
C-4.1	Beginning Balance in Reserve Account (end of previous year)		\$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				
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	\$0	\$0	\$0	\$0

## BOND FUNDS

		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
<b>C-5</b>					
C-5.1	Beginning Balance in Reserve Account (end of previous year)		\$0	\$0	
C-5.2	<i>Date of Reserve Approval in Minutes:</i> _____				
C-5.3	Amount to be added to the reserve				
C-5.4	<i>Date of Reserve Approval in Minutes:</i> _____				
C-5.5	<b>SUB-TOTAL</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
C-5.6	Identify the amount and project to be spent				
C-5.7	<i>Date of Reserve Approval in Minutes:</i> _____				
C-5.8	Balance to be retained	\$0	\$0	\$0	\$0
C-5.9	<b>TOTAL TO BE SPENT</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

