

Final Budget

Fish Creek Improvement and Service District	
Budget Hearing Information	
PO Box 11786	Location: 5195 W Indian View Lane, Wilson, WY
Jackson, WY 83002	Date: 7/17/2018
307-734-8598	Time: 9:00 a.m.
Teton County	Budget Prepared by: Irene Steeg

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

The 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.

This fiscal year (2017-2018) there was a major upgrade to the sewer lift station. We had budgeted \$108,000 and our final costs were \$104,160. We expect less engineering costs and maintenance costs because of this upgrade.

Although our Income Statement shows a loss of \$7,257.76 (includes full depreciation expenses), we retain \$28,370.24.

The Aspens Pines Water and Sewer District (APWSD), with whom we contract to process our sewage, has increased their monthly "ready to serve" fee by \$1.45 per RUE per month for the 2018-2019 fiscal year. We are able to absorb this increase, and our fees remain unchanged except for some adjusting of the sewer wgu fee (\$3.00 from \$3.10) and the water wgu fee (\$1.00 from \$.90).

The Board is in conversation with the APWSD Board about the feasibility of a possible merger/consolidation. Projected expenses to accomplish this are put at \$30,000.

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

The Aspens

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)?	<input type="checkbox"/> Yes
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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)

FINAL BUDGET SUMMARY

OVERVIEW		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Final Approval
S-1	Total Budgeted Expenditures	\$139,151	\$242,165	\$184,607	\$184,607
S-2	Total Principal to Pay on Debt	\$0	\$0	\$0	\$0
S-3	Total Change to Restricted Funds	\$0	\$0	\$0	\$0
S-4	Total General Fund and Forecasted Revenues Available	\$493,593	\$497,752	\$411,401	\$411,401
S-5	<i>Amount requested from County Commissioners</i>	\$0	\$0	\$0	\$0
S-6	Additional Funding Needed :			\$0	\$0

REVENUE SUMMARY		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Final Approval
S-7	Operating Revenues	\$161,628	\$165,298	\$162,214	\$162,214
S-8	Tax levy (From the County Treasurer)	\$0	\$0	\$0	\$0
S-9	Government Support	\$0	\$0	\$0	\$0
S-10	Grants	\$0	\$0	\$0	\$0
S-11	Other County Support (Not from Co. Treas.)	\$0	\$0	\$0	\$0
S-12	Miscellaneous	\$587	\$1,076	\$570	\$570
S-13	Other Forecasted Revenue	\$0	\$0	\$0	\$0

S-14	Total Revenue	\$162,215	\$166,374	\$162,784	\$162,784
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FY 7/1/18-6/30/19 Fish Creek Improvement and Service District

EXPENDITURE SUMMARY		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Final Approval
S-15	Capital Outlay	\$0	\$104,160	\$30,000	\$30,000
S-16	Interest and Fees On Debt	\$0	\$0	\$0	\$0
S-17	Administration	\$10,612	\$10,822	\$11,300	\$11,300
S-18	Operations	\$125,536	\$124,094	\$139,907	\$139,907
S-19	Indirect Costs	\$3,003	\$3,089	\$3,400	\$3,400

S-20	Total Expenditures	\$139,151	\$242,165	\$184,607	\$184,607
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DEBT SUMMARY		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Final Approval
S-21	Principal Paid on Debt	\$0	\$0	\$0	\$0

CASH AND INVESTMENTS		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Final Approval
S-22	TOTAL GENERAL FUNDS	\$331,378	\$331,378	\$248,617	\$248,617

Summary of Reserve Funds

S-23	Beginning Balance in Reserve Accounts				
S-24	a. Depreciation Reserve	\$0	\$0	\$0	\$0
S-25	b. Other Reserve	\$0	\$0	\$0	\$0
S-26	c. Emergency Reserve (Cash)	\$0	\$0	\$0	\$0
	Total Reserves (a+b+c)	\$0	\$0	\$0	\$0
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
	Total to be added (a+b+c)	\$0	\$0	\$0	\$0
S-31	Subtotal	\$0	\$0	\$0	\$0
S-32	Less Total to be spent	\$0	\$0	\$0	\$0
S-33	TOTAL RESERVES AT END OF FISCAL YEAR	\$0	\$0	\$0	\$0

End of Summary

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

Date adopted by Special District 7/17/2018

DISTRICT ADDRESS: PO Box 11786
Jackson, WY 83002

PREPARED BY: Irene Steeg

DISTRICT PHONE: 307-734-8598

Final Budget

Fish Creek Improvement and Service District

FYE 6/30/2019

NAME OF DISTRICT/BOARD

PROPERTY TAXES AND ASSESSMENTS

		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Final Approval
R-1	Property Taxes and Assessments Received				
R-1.1	Tax Levy (From the County Treasurer)	\$0	\$0	\$0	
R-1.2	Other County Support	\$0	\$0	\$0	

FORECASTED REVENUE

		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Final Approval
R-2	Revenues from Other Governments				
R-2.1	State Aid	\$0	\$0	\$0	
R-2.2	Additional County Aid (non-treasurer)	\$0	\$0	\$0	
R-2.3	City (or Town) Aid	\$0	\$0	\$0	
R-2.4	Other (Specify)	\$0	\$0	\$0	
R-2.5	Total Government Support	\$0	\$0	\$0	\$0
R-3	Operating Revenues				
R-3.1	Customer Charges	\$161,628	\$165,298	\$162,214	\$162,214
R-3.2	Sales of Goods or Services				
R-3.3	Other Assessments	\$0	\$0	\$0	
R-3.4	Total Operating Revenues	\$161,628	\$165,298	\$162,214	\$162,214
R-4	Grants				
R-4.1	Direct Federal Grants	\$0	\$0	\$0	
R-4.2	Federal Grants thru State Agencies	\$0	\$0	\$0	
R-4.3	Grants from State Agencies	\$0	\$0	\$0	
R-4.4	Total Grants	\$0	\$0	\$0	\$0
R-5	Miscellaneous Revenue				
R-5.1	Interest	\$86	\$80	\$80	\$80
R-5.2	Other: Specify <u>Late Fees/Finance Chg</u>	\$449	\$738	\$490	\$490
R-5.3	Other: See Additional	\$52	\$258		
R-5.4	Total Miscellaneous	\$587	\$1,076	\$570	\$570
R-5.5	Total Forecasted Revenue	\$162,215	\$166,374	\$162,784	\$162,784
R-6	Other Forecasted Revenue				
R-6.1	a. Other past due-as estimated by Co. Treas.	\$0	\$0	\$0	
R-6.2	b. Other forecasted revenue (specify):				
R-6.3	_____	\$0	\$0	\$0	
R-6.4	_____	\$0	\$0	\$0	
R-6.5	_____				
R-6.6	Total Other Forecasted Revenue (a+b)	\$0	\$0	\$0	\$0

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Fish Creek Improvement and Service District

FYE 6/30/2019

NAME OF DISTRICT/BOARD

CAPITAL OUTLAY BUDGET

		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Final Approval
E-1	Capital Outlay				
E-1.1	Real Property	\$0	\$0	\$0	
E-1.2	Vehicles	\$0	\$0	\$0	
E-1.3	Office Equipment	\$0	\$0	\$0	
E-1.4	Other (Specify)				
E-1.5	<u>Lift Station Upgrade</u>		\$104,160		
E-1.6	<u>Consolidation APWSD</u>			\$30,000	\$30,000
E-1.7					
E-1.8	TOTAL CAPITAL OUTLAY	\$0	\$104,160	\$30,000	\$30,000

ADMINISTRATION BUDGET

		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Final Approval
E-2	Personnel Services				
E-2.1	Administrator	\$0	\$0	\$0	
E-2.2	Secretary	\$0	\$0	\$0	
E-2.3	Clerical	\$0	\$0	\$0	
E-2.4	Other (Specify)				
E-2.5					
E-2.6					
E-2.7					
E-3	Board Expenses				
E-3.1	Travel	\$0	\$0	\$0	
E-3.2	Mileage	\$0	\$0	\$0	
E-3.3	Other (Specify)				
E-3.4					
E-3.5					
E-3.6					
E-4	Contractual Services				
E-4.1	Legal		\$192	\$200	\$200
E-4.2	Accounting/Auditing	\$1,536	\$1,463	\$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					
E-5	Other Administrative Expenses				
E-5.1	Office Supplies	\$694	\$773	\$900	\$900
E-5.2	Office equipment, rent & repair	\$0	\$0	\$0	
E-5.3	Education	\$0	\$0	\$0	
E-5.4	Registrations	\$0	\$0	\$0	
E-5.5	Other (Specify)				
E-5.6	<u>Public Notice Fees</u>	\$173	\$177	\$250	\$250
E-5.7	<u>Software</u>	\$409	\$417	\$450	\$450
E-5.8					
E-6	TOTAL ADMINISTRATION	\$10,612	\$10,822	\$11,300	\$11,300

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OPERATIONS BUDGET

		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Final Approval
E-7	Personnel Services				
E-7.1	Wages--Operations	\$0	\$0	\$0	
E-7.2	Service Contracts	\$0	\$0	\$0	
E-7.3	Other (Specify)				
E-7.4	_____				
E-7.5	_____				
E-7.6	_____				
E-8	Travel				
E-8.1	Mileage	\$0	\$0	\$0	
E-8.2	Other (Specify)				
E-8.3	_____				
E-8.4	_____				
E-8.5	_____				
E-9	Operating supplies (List)				
E-9.1	Engineering	\$11,040	\$8,177	\$8,000	\$8,000
E-9.2	Maintenance/Repairs	\$11,682	\$8,503	\$8,000	\$8,000
E-9.3	Utilities	\$4,795	\$5,014	\$5,500	\$5,500
E-9.4	Water Testing	\$3,312	\$5,834	\$5,000	\$5,000
E-9.5	_____				
E-10	Program Services (List)				
E-10.1	_____				
E-10.2	_____				
E-10.3	_____				
E-10.4	_____				
E-10.5	_____				
E-11	Contractual Arrangements (List)				
E-11.1	APWSD	\$94,706	\$96,566	\$103,407	\$103,407
E-11.2	_____				
E-11.3	_____				
E-11.4	_____				
E-11.5	_____				
E-12	Other operations (Specify)				
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	_____				
E-13	TOTAL OPERATIONS	\$125,536	\$124,094	\$139,907	\$139,907

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INDIRECT COSTS BUDGET

			2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Final Approval
E-14	Insurance					
E-14.1	Liability		\$500	\$500	\$600	\$600
E-14.2	Buildings and vehicles		\$1,213	\$1,268	\$1,400	\$1,400
E-14.3	Equipment					
E-14.4	Other (Specify)					
E-14.5	Earthquake/Flood		\$1,290	\$1,321	\$1,400	\$1,400
E-14.6						
E-14.7						
E-15	Indirect payroll costs:					
E-15.1	FICA (Social Security) taxes		\$0	\$0	\$0	
E-15.2	Workers Compensation		\$0	\$0	\$0	
E-15.3	Unemployment Taxes		\$0	\$0	\$0	
E-15.4	Retirement		\$0	\$0	\$0	
E-15.5	Health Insurance		\$0	\$0	\$0	
E-15.6	Other (Specify)					
E-15.7						
E-15.8						
E-15.9						
E-16	Depreciation Expenses					
E-17	TOTAL INDIRECT COSTS		\$3,003	\$3,089	\$3,400	\$3,400

DEBT SERVICE BUDGET

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

Final Budget

Fish Creek Improvement and Service District

FYE 6/30/2019

NAME OF DISTRICT/BOARD

GENERAL FUNDS

	End of Year	Beginning	Beginning	Final 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	\$44,273	\$44,273	\$21,436	\$21,436
C-1.2 Savings and Investments Account Balance	\$287,005	\$287,005	\$227,081	\$227,081
C-1.3 General Fund CD Balance		\$0		
C-1.4 All Other Funds	\$100	\$100	\$100	\$100
C-1.5 Reserves (From Below)	\$0	\$0	\$0	\$0
C-1.6 Total Estimated Cash and Investments on Hand	\$331,378	\$331,378	\$248,617	\$248,617
C-2 General Fund Reductions:				
C-2.1 a. Unpaid bills at FYE				
C-2.2 b. Reserves	\$0	\$0	\$0	\$0
C-2.3 Total Deductions (a+b)	\$0	\$0	\$0	\$0
C-2.4 Estimated Non-Restricted Funds Available	\$331,378	\$331,378	\$248,617	\$248,617

DEPRECIATION RESERVE (CAPITAL OUTLAY - REPLACEMENT)

	2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Final Approval
C-3				
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 SUB-TOTAL	\$0	\$0	\$0	\$0
C-3.6 Identify the amount to be spent from "Reserve for Capital Outlay"				
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 TOTAL CAPITAL OUTLAY (a+b+c)	\$0	\$0	\$0	\$0
C-3.12 Balance to be retained in Depreciation Reserve Account	\$0	\$0	\$0	\$0

OTHER RESTRICTED FUND BALANCES - RESERVE (LEGALLY ENFORCED)

	2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Final Approval
C-4				
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 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)

	2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Final Approval
C-5				
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 SUB-TOTAL	\$0	\$0	\$0	\$0
C-5.6 Amount to be spent from Emergency Reserve (Cash)				
C-5.7 <i>Date of Reserve Approval in Minutes:</i> _____				
C-5.8 Balance to be retained in Assigned Fund Balance	\$0	\$0	\$0	\$0
C-5.9 TOTAL TO BE SPENT	\$0	\$0	\$0	\$0