

## Proposed Budget

<b>Aspens Pines Water &amp; Sewer District</b>																																												
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">PO Box 716</td> <td style="width: 50%;">Budget Hearing Information</td> </tr> <tr> <td>Wilson, WY 83014</td> <td>Location: 3485 N Pines Way, Wilson, WY 83014</td> </tr> <tr> <td>307.739.9777</td> <td>Date: 7/14/2019</td> </tr> <tr> <td>Teton County</td> <td>Time: 4:00 p.m.</td> </tr> </table>	PO Box 716	Budget Hearing Information	Wilson, WY 83014	Location: 3485 N Pines Way, Wilson, WY 83014	307.739.9777	Date: 7/14/2019	Teton County	Time: 4:00 p.m.	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">Teton County</td> <td style="width: 50%;">Budget Prepared by: Wade Hirschi</td> </tr> </table>	Teton County	Budget Prepared by: Wade Hirschi																																	
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<b>S-A BUDGET MESSAGE</b>		W.S. 16-4-104(d)																																										
<p>The 2020-21 budget was prepared using the same methodology as prior years. The District uses the Teton County tax system to generate revenues for a portion of its capital expenditures. This budget will also use some reserves for capital expenditures as well. The district provides water and/or sewer service to several contracting special districts outside of the District's boundaries. The District is debt-free and has been building cash balances in order to offset costs of future capital asset replacements. The District anticipates capital expenditures increasing in future years as plant equipment has aged and regulatory requirements have changed.</p>																																												
<b>S-B RESERVE DESCRIPTION</b>		<p>The District does not have a formal reserve policy. However, the District has been slowly building cash balances for future capital asset replacements.</p>																																										
<b>S-C</b> <table border="1" style="width: 50%; border-collapse: collapse; float: left;"> <tr> <th style="width: 50%;">Names of Board Members</th> <th style="width: 50%;">Date of End of Term</th> </tr> <tr> <td>Gary Trauner</td> <td>11/30/20</td> </tr> <tr> <td>Rick Knori</td> <td>11/30/20</td> </tr> <tr> <td>Dan Brophy</td> <td>11/30/22</td> </tr> <tr> <td>Tom Garrity</td> <td>11/30/22</td> </tr> <tr> <td>Joan Goldfarb</td> <td>11/30/22</td> </tr> <tr> <td> </td> <td> </td> </tr> </table> <table border="1" style="width: 50%; border-collapse: collapse; float: right;"> <tr> <td style="width: 50%;">Does the district have regular office hours exceeding 20 hours per week?</td> <td style="width: 50%; text-align: center;"><input type="checkbox"/> Yes</td> </tr> <tr> <td>If Yes, enter</td> <td> </td> </tr> <tr> <td>Address of office:</td> <td>80 East 1st Ave, Suite 210</td> </tr> <tr> <td>City, State, Zip:</td> <td>Afton, WY 83110</td> </tr> <tr> <td>Phone Number:</td> <td>307.739.9777 x 1</td> </tr> <tr> <td>Hours Open:</td> <td>8:00 a.m. - 5:00 p.m.</td> </tr> <tr> <td> </td> <td> </td> </tr> </table>			Names of Board Members	Date of End of Term	Gary Trauner	11/30/20	Rick Knori	11/30/20	Dan Brophy	11/30/22	Tom Garrity	11/30/22	Joan Goldfarb	11/30/22																	Does the district have regular office hours exceeding 20 hours per week?	<input type="checkbox"/> Yes	If Yes, enter		Address of office:	80 East 1st Ave, Suite 210	City, State, Zip:	Afton, WY 83110	Phone Number:	307.739.9777 x 1	Hours Open:	8:00 a.m. - 5:00 p.m.		
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<p>Where are the minutes of your board meeting available for public review?  <input type="checkbox"/> Minutes are held by contract administrators, and are available upon request.</p>																																												
<p>How and where are the notices of meeting posted for the public?  <input type="checkbox"/> Letter sent to all people in the District notifying them of the annual budget hearing, as well as being published in the Jackson Hole News &amp; Guide</p>																																												
<p>Where are the public meetings held?  <input type="checkbox"/> 3485 N Pines Way, Wilson WY 83014</p>																																												

## PROPOSED BUDGET SUMMARY

OVERVIEW		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
S-1	<b>Total Budgeted Expenditures</b>	\$1,240,288	\$1,355,322	\$1,511,432	\$1,511,432
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>	\$2,566,773	\$2,528,845	\$2,502,322	\$2,502,322
S-5	<i>Amount requested from County Commissioners</i>	\$200,137	\$200,753	\$205,000	\$205,000
S-6	<b>Additional Funding Needed :</b>			\$0	\$0

REVENUE SUMMARY		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
S-7	<b>Operating Revenues</b>	\$1,068,559	\$1,082,672	\$1,107,067	\$1,107,067
S-8	<b>Tax levy (From the County Treasurer)</b>	\$200,137	\$200,753	\$205,000	\$205,000
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>	\$76,861	\$24,204	\$16,201	\$16,201
S-13	<b>Other Forecasted Revenue</b>	\$0	\$0	\$0	\$0

S-14 **Total Revenue** \$1,345,557 \$1,307,629 \$1,328,268 \$1,328,268  
 FY 7/1/20-6/30/21 Aspens Pines Water & Sewer District

EXPENDITURE SUMMARY		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
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S-15	<b>Capital Outlay</b>	\$225,436	\$364,048	\$385,200	\$385,200
S-16	<b>Interest and Fees On Debt</b>	\$0	\$0	\$0	\$0
S-17	<b>Administration</b>	\$179,361	\$177,023	\$193,800	\$193,800
S-18	<b>Operations</b>	\$572,377	\$585,828	\$695,775	\$695,775
S-19	<b>Indirect Costs</b>	\$263,114	\$228,423	\$236,657	\$236,657
S-20R	<b>Expenditures paid by Reserves</b>	\$0	\$0	\$0	\$0
S-20	<b>Total Expenditures</b>	\$1,240,288	\$1,355,322	\$1,511,432	\$1,511,432

DEBT SUMMARY	2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
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S-21 Principal Paid on Debt \$0 \$0 \$0 \$0

CASH AND INVESTMENTS	2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
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S-22 **TOTAL GENERAL FUNDS** \$1,221,216 \$1,221,216 \$1,174,054 \$1,174,054

## **Summary of Reserve Funds**

### **S-23 Beginning Balance in Reserve Accounts**

## Summary of Reserve Funds

### Beginning Balance in Reserve Accounts

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      **Amount to be added**

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 Subtotal  
S-32 Less Total to be spent  
S-33 TOTAL RESERVES AT END OF FISCAL YEAR

*End of Summary*

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

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

**DISTRICT ADDRESS:** PO Box 716  
Wilson, WY 83014

PREPARED BY: Wade Hirschi

**DISTRICT PHONE:** 307.739.9777

PREPARED BY: Wade Hirschi

## Proposed Budget

**Aspens Pines Water & Sewer District**  
**NAME OF DISTRICT/BOARD**

**FYE** 6/30/2021

## PROPERTY TAXES AND ASSESSMENTS

	<b>Property Taxes and Assessments Received</b>	2018-2019	2019-2020	2020-2021	Pending
		Actual	Estimated	Proposed	Approval
R-1.1	<b>Tax Levy (From the County Treasurer)</b>	\$200,137	\$200,753	\$205,000	\$205,000
R-1.2	Other County Support				

## FORECASTED REVENUE

		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
<b>R-2</b>	<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
<b>R-3</b>	<b>Operating Revenues</b>				
R-3.1	Customer Charges	\$1,068,559	\$1,082,672	\$1,107,067	\$1,107,067
R-3.2	Sales of Goods or Services				
R-3.3	Other Assessments				
R-3.4	<b>Total Operating Revenues</b>	\$1,068,559	\$1,082,672	\$1,107,067	\$1,107,067
<b>R-4</b>	<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
<b>R-5</b>	<b>Miscellaneous Revenue</b>				
R-5.1	Interest	\$16,239	\$14,000	\$15,000	\$15,000
R-5.2	Other: Specify	\$1,200	\$1,201	\$1,201	\$1,201
R-5.3	Other: See Additional	\$59,422	\$9,003		
R-5.4	<b>Total Miscellaneous</b>	\$76,861	\$24,204	\$16,201	\$16,201
R-5.5	<b>Total Forecasted Revenue</b>	\$1,145,420	\$1,106,876	\$1,123,268	\$1,123,268
<b>R-6</b>	<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

Aspens Pines Water & Sewer District  
**NAME OF DISTRICT/BOARD**

**FYE** 6/30/2021

## CAPITAL OUTLAY BUDGET

		2018-2019 Actual	2019-2020 Estimated	2020-2021 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	Equipment	\$225,436	\$364,048	\$385,200	\$385,200
E-1.6					
E-1.7					
<b>E-1.8</b>	<b>TOTAL CAPITAL OUTLAY</b>	<b>\$225,436</b>	<b>\$364,048</b>	<b>\$385,200</b>	<b>\$385,200</b>

## ADMINISTRATION BUDGET

		2018-2019 Actual	2019-2020 Estimated	2020-2021 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	\$9,087	\$9,600	\$15,000	\$15,000
E-4.2	Accounting/Auditing	\$14,000	\$14,000	\$14,000	\$14,000
E-4.3	Other (Specify)				
E-4.4	Administrator	\$138,000	\$140,760	\$138,000	\$138,000
E-4.5					
E-4.6					
<b>E-5</b>	<b>Other Administrative Expenses</b>				
E-5.1	Office Supplies	\$1,669	\$1,903	\$2,000	\$2,000
E-5.2	Office equipment, rent & repair				
E-5.3	Education	\$10,148	\$5,160	\$12,000	\$12,000
E-5.4	Registrations				
E-5.5	Other (Specify)				
E-5.6	Other Admin Costs	\$4,553	\$4,150	\$8,200	\$8,200
E-5.7	Road Access Fees	\$1,904	\$1,450	\$4,600	\$4,600
E-5.8					
<b>E-6</b>	<b>TOTAL ADMINISTRATION</b>	<b>\$179,361</b>	<b>\$177,023</b>	<b>\$193,800</b>	<b>\$193,800</b>

# Proposed Budget

Aspens Pines Water & Sewer District

FYE 6/30/2021

## **OPERATIONS BUDGET**

### **E-7 Personnel Services**

E-7.1 Wages--Operations  
 E-7.2 Service Contracts  
 E-7.3 Other (Specify)

	2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
E-7.1	\$403,449	\$411,337	\$437,275	\$437,275
E-7.2				
E-7.3				
E-7.4				
E-7.5				
E-7.6				

### **E-8 Travel**

E-8.1 Mileage  
 E-8.2 Other (Specify)  
 E-8.3 Vehicle Expense

\$6,695	\$6,225	\$8,000	\$8,000

### **E-9 Operating supplies (List)**

E-9.1 Chemicals/lab supplies  
 E-9.2 Safety/sampling  
 E-9.3 Tools  
 E-9.4 Equipment Rental

\$19,645	\$16,999	\$19,000	\$19,000
\$2,694	\$10,781	\$4,400	\$4,400
\$2,577	\$2,340	\$3,000	\$3,000
\$0	\$376	\$600	\$600

### **E-10 Program Services (List)**

E-10.1 Building Maint  
 E-10.2 Sewer R&M  
 E-10.3 Water R&M

\$10,413	\$10,500	\$15,000	\$15,000
\$25,210	\$28,500	\$25,000	\$25,000
\$23,672	\$12,500	\$25,000	\$25,000

### **E-11 Contractual Arrangements (List)**

E-11.1 HVAC Maint  
 E-11.2 Engineering

\$5,876	\$7,055	\$8,500	\$8,500
\$2,182	\$6,078	\$6,000	\$6,000

### **E-12 Other operations (Specify)**

E-12.1 Utilities  
 E-12.2 Sludge Removal  
 E-12.3 Petroleum Products  
 E-12.4 Contingency

\$65,638	\$66,075	\$72,000	\$72,000
\$3,393	\$3,531	\$6,000	\$6,000
\$933	\$3,531	\$6,000	\$6,000
\$0	\$0	\$60,000	\$60,000

### **E-13 TOTAL OPERATIONS**

\$572,377	\$585,828	\$695,775	\$695,775
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# Proposed Budget

Aspens Pines Water & Sewer District

FYE 6/30/2021

## INDIRECT COSTS BUDGET

		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
<b>E-14</b>	<b>Insurance</b>				
E-14.1	Liability				
E-14.2	Buildings and vehicles				
E-14.3	Equipment				
E-14.4	Other (Specify)				
E-14.5	Insurance	\$35,557	\$34,904	\$35,000	\$35,000
E-14.6					
E-14.7					
<b>E-15</b>	<b>Indirect payroll costs:</b>				
E-15.1	FICA (Social Security) taxes	\$52,480	\$50,604	\$50,431	\$50,431
E-15.2	Workers Compensation				
E-15.3	Unemployment Taxes				
E-15.4	Retirement	\$59,952	\$59,960	\$63,803	\$63,803
E-15.5	Health Insurance	\$76,222	\$44,055	\$42,723	\$42,723
E-15.6	Other (Specify)				
E-15.7	Housing Allowance	\$37,400	\$37,400	\$43,200	\$43,200
E-15.8	Clothing Allowance	\$1,503	\$1,500	\$1,500	\$1,500
E-15.9					
<b>E-17</b>	<b>TOTAL INDIRECT COSTS</b>				
		\$263,114	\$228,423	\$236,657	\$236,657

## DEBT SERVICE BUDGET

		2018-2019 Actual	2019-2020 Estimated	2020-2021 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>				
		\$0	\$0	\$0	\$0

## Proposed Budget

**Aspens Pines Water & Sewer District**  
**NAME OF DISTRICT/BOARD**

**FYE** 6/30/2021

## **GENERAL FUNDS**

	<b>Balances at Beginning of Fiscal Year</b>	<i>End of Year</i>	<i>Beginning</i>	<i>Beginning</i>	<i>Pending Approval</i>
		<i>2018-2019 Actual</i>	<i>2019-2020 Estimated</i>	<i>2020-2021 Proposed</i>	
C-1.1	General Fund Checking Account Balance	\$110,018	\$110,018	\$100,000	\$100,000
C-1.2	Savings and Investments Account Balance	\$195,813	\$195,813	\$74,054	\$74,054
C-1.3	General Fund CD Balance		\$0		
C-1.4	All Other Funds	\$915,385	\$915,385	\$1,000,000	\$1,000,000
C-1.5	Reserves (From Below)	\$0	\$0	\$0	\$0
C-1.6	<b>Total Estimated Cash and Investments on Hand</b>	<b>\$1,221,216</b>	<b>\$1,221,216</b>	<b>\$1,174,054</b>	<b>\$1,174,054</b>

<b>C-2</b>	<b>General Fund Reductions:</b>			
C-2.1	a. Unpaid bills at FYE	\$4,601	\$5,000	\$5,000
C-2.2	b. Reserves	\$0	\$0	\$0
C-2.3	<b>Total Deductions (a+b)</b>	<b>\$4,601</b>	<b>\$5,000</b>	<b>\$5,000</b>
C-2.4	<b>Estimated Non-Restricted Funds Available</b>	<b>\$1,216,615</b>	<b>\$1,216,216</b>	<b>\$1,169,054</b>

## **SINKING & DEBT SERVICE FUNDS**

C-3	C-3.1 Beginning Balance in Reserve Account (end of previous year)	2018-2019	2019-2020	2020-2021	Pending Approval
		Actual	Estimated	Proposed	
C-3.2	<i>Date of Reserve Approval in Minutes:</i>		\$0	\$0	
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>	\$0	\$0	\$0	\$0
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>	\$0	\$0	\$0	\$0
C-3.12	Balance to be retained	\$0	\$0	\$0	\$0

## RESERVES

C-4		2018-2019	2019-2020	2020-2021	Pending
		Actual	Estimated	Proposed	Approval
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				
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	\$0	\$0	\$0	\$0

## **BOND FUNDS**

C-5		2018-2019	2019-2020	2020-2021	Pending
		Actual	Estimated	Proposed	Approval
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	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	TOTAL TO BE SPENT	\$0	\$0	\$0	\$0

## Proposed Budget

Aspens Pines Water & Sewer District

**NAME OF DISTRICT/BOARD**

FYE 6/30/2021