

Proposed Budget

Working Copy

West Gros Ventre Butte Water District	
P.O. Box 3584 Jackson, WY 83001 307 7336652	Budget Hearing Information Location: Member House and zoom Date: May 1 2023 Time: 10AM
Teton County	Budget Prepared by: Keith Soper

S-A BUDGET MESSAGE	
<p>The West Gros Ventre Butte Water District, serves the Bar Y and Gros Ventre West subdivisions. The budget operates on the principle of maintaining a cash balance to address all maintenance and repairs required of the system. Assessments are collected from district members to pay for all operations, testing, quality assurances and other items required by state and federal requirements. Assessments are also used to pay off the debt that has been incurred for major enhancements, such as new wells, storage tank, and system upgrades.</p> <p>Assessments will be increased in 2023-2024 to address the additional cost associated with maintenance and repairs of the system.</p> <p>In the spring of 2023 the district plans to continue with the meter project and hopes to install 9-11 meters. Additional meters will be installed in 2024.</p> <p>In 2021 following discussions with the Wy Dept of Audit it was decided that the construction loan draws would be reported in section C-1.4. For 2023-2024 Bank loan and USDA Rural development will be included in C-1.4.</p> <p>In June of 2022 we had the final system assessment and road map report completed from Nelson Engineering. At least one major recommendation for a feed line replacement project will be initiated to determine scope, and available funding. We tried to obtain an ARPA grant and complete engineering work in 2022 and were unsuccessful. Due to legal issues, impact of replacing the existing line and availability of contractors an alternative solution, of adding a new well is also being considered. With additional ARPA grant money available we reapplied in April of 2023 and obtained the requested grant for \$281,600. In order to complete the transmission line project any funds required for project design and construction, in addition to the ARPA grant, will be obtained via USDA for a Rural Development loan, bank loan or assessment fee increase.</p>	
W.S. 16-12-403 (c)	
S-B RESERVE DESCRIPTION	
N.A.	

S-C																											
<table border="1"> <thead> <tr> <th>Names of Board Members</th> <th>Date of End of Term</th> </tr> </thead> <tbody> <tr><td>William (Andy) Lang</td><td>11/3/26</td></tr> <tr><td>Dave Brown</td><td>11/3/26</td></tr> <tr><td>Steve Robertson</td><td>11/5/24</td></tr> <tr><td>Keith Soper</td><td>11/5/24</td></tr> <tr><td>Vacent</td><td>11/5/24</td></tr> <tr><td></td><td></td></tr> <tr><td></td><td></td></tr> <tr><td></td><td></td></tr> <tr><td></td><td></td></tr> <tr><td></td><td></td></tr> <tr><td></td><td></td></tr> <tr><td></td><td></td></tr> </tbody> </table>	Names of Board Members	Date of End of Term	William (Andy) Lang	11/3/26	Dave Brown	11/3/26	Steve Robertson	11/5/24	Keith Soper	11/5/24	Vacent	11/5/24															<p>Does the district have regular office hours exceeding 20 hours per week? <input type="checkbox"/> No</p> <p><input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/></p> <p>W.S.16-12-303(c) requires special districts with office hours less than 20 per week to maintain copies of records at the county clerks office. Record format specified by county clerk.</p>
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Where are the minutes of your board meeting available for public review? Contact President of District

How and where are the notices of meeting posted for the public? Homeowner meetings or Jackson Hole News and Guide Newspaper or direct email to members

Where are the public meetings held? Member house or online via zoom
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PROPOSED BUDGET SUMMARY

OVERVIEW	2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Pending Approval
S-1 Total Budgeted Expenditures	\$214,218	\$86,920	\$386,500	\$386,500
S-2 Total Principal to Pay on Debt	\$72,303	\$16,000	\$16,000	\$16,000
S-3 Total Change to Restricted Funds	\$0	\$0	\$0	\$0
S-4 Total General Fund and Forecasted Revenues Available	\$307,864	\$327,346	\$638,783	\$638,783
S-5 <i>Amount requested from County Commissioners</i>	\$79,170	\$87,955	\$101,158	\$101,158
S-6 Additional Funding Needed :		\$0	\$0	\$0
	Projected Surplus:		\$236,283	\$236,283
REVENUE SUMMARY	2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Pending Approval
S-7 Operating Revenues	\$2,646	\$0	\$5,000	\$5,000
S-8 Tax levy (From the County Treasurer)	\$79,170	\$87,955	\$101,158	\$101,158
S-9 Government Support	\$0	\$0	\$0	\$0
S-10 Grants	\$0	\$0	\$281,600	\$281,600
S-11 Other County Support (Not from Co. Treas.)	\$0	\$0	\$0	\$0
S-12 Miscellaneous	\$755	\$14,099	\$1,025	\$1,025
S-13 Other Forecasted Revenue	\$0	\$0	\$0	\$0
S-14 Total Revenue	\$82,571	\$102,054	\$388,783	\$388,783
FY 7/1/23-6/30/24				West Gros Ventre Butte Water District
EXPENDITURE SUMMARY	2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Pending Approval
S-15 Capital Outlay	\$0	\$0	\$0	\$0
S-16 Interest and Fees On Debt	\$9,336	\$8,024	\$9,000	\$9,000
S-17 Administration	\$1,520	\$4,723	\$5,000	\$5,000
S-18 Operations	\$199,236	\$73,172	\$368,000	\$368,000
S-19 Indirect Costs	\$4,126	\$1,001	\$4,500	\$4,500
S-20R Expenditures paid by Reserves	\$0	\$0	\$0	\$0
S-20 Total Expenditures	\$214,218	\$86,920	\$386,500	\$386,500
DEBT SUMMARY	2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Pending Approval
S-21 Principal Paid on Debt	\$72,303	\$16,000	\$16,000	\$16,000
CASH AND INVESTMENTS	2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Pending Approval
S-22 TOTAL GENERAL FUNDS	\$225,293	\$225,293	\$250,000	\$250,000
Summary of Reserve Funds				
S-23 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
	Total Reserves (a+b+c)		\$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
	Total to be added (a+b+c)		\$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

Date adopted by Special District _____

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

DISTRICT ADDRESS: P.O. Box 3584
Jackson, WY 83001

PREPARED BY: Keith Soper

DISTRICT PHONE: 307 7336652

Prepared in compliance with the Uniform Municipal Fiscal Procedures Act (W.S. 16-12-401 et seq.) as it applies.

5/4/22 *Form approved by Wyoming Department of Audit, Public Funds Division*

Proposed Budget

West Gros Ventre Butte Water District

FYE 6/30/2024

NAME OF DISTRICT/BOARD

PROPERTY TAXES AND ASSESSMENTS

R-1 **Property Taxes and Assessments Received**
 R-1.1 **Tax Levy (From the County Treasurer)**
 R-1.2 Other County Support (see note on the right)

DOA Chart of Accounts	2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Pending Approval
4001	\$79,170	\$87,955	\$101,158	\$101,158
4005				

FORECASTED REVENUE

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
 R-2.4 Other (Specify)
 R-2.5 **Total Government Support**
 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**
 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**
 R-5 **Miscellaneous Revenue**
 R-5.1 Interest
 R-5.2 Other: Specify Lower Valley Energy rebates
 R-5.3 Other: See Additior See Additional Details
 R-5.4 **Total Miscellaneous**
 R-5.5 **Total Forecasted Revenue**

DOA Chart of Accounts	2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Pending Approval
4211				
4237				
4237				
4237				
	\$0	\$0	\$0	\$0
4300	\$2,646		\$5,000	\$5,000
4300				
4503				
	\$2,646	\$0	\$5,000	\$5,000
4201				
4201			\$281,600	\$281,600
4211				
	\$0	\$0	\$281,600	\$281,600
4501	\$10	\$15	\$25	\$25
4500	\$745	\$1,000	\$1,000	\$1,000
		\$13,084		
	\$755	\$14,099	\$1,025	\$1,025
	\$3,401	\$14,099	\$287,625	\$287,625

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)**

4004				
4500				
4500				
	\$0	\$0	\$0	\$0

Proposed Budget

West Gros Ventre Butte Water District

NAME OF DISTRICT/BOARD

FYE 6/30/2024

CAPITAL OUTLAY BUDGET

	DOA Chart of Accounts	2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Pending Approval
E-1 Capital Outlay					
E-1.1 Real Property	6201				
E-1.2 Vehicles	6210				
E-1.3 Office Equipment	6211				
E-1.4 Other (Specify)					
E-1.5	6200				
E-1.6	6200				
E-1.7					
E-1.8 TOTAL CAPITAL OUTLAY		\$0	\$0	\$0	\$0

ADMINISTRATION BUDGET

	DOA Chart of Accounts	2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Pending Approval
E-2 Personnel Services					
E-2.1 Administrator	7002	\$1,200	\$1,360	\$1,500	\$1,500
E-2.2 Secretary	7003				
E-2.3 Clerical	7004				
E-2.4 Other (Specify)					
E-2.5	7005				
E-2.6	7005				
E-2.7					
E-3 Board Expenses					
E-3.1 Travel	7011				
E-3.2 Mileage	7012				
E-3.3 Other (Specify)					
E-3.4	7013				
E-3.5	7013				
E-3.6					
E-4 Contractual Services					
E-4.1 Legal	7021		\$3,045	\$3,000	\$3,000
E-4.2 Accounting/Auditing	7022				
E-4.3 Other (Specify)					
E-4.4	7023				
E-4.5	7023				
E-4.6					
E-5 Other Administrative Expenses					
E-5.1 Office Supplies	7031	\$167	\$109	\$200	\$200
E-5.2 Office equipment, rent & repair	7032				
E-5.3 Education	7033				
E-5.4 Registrations	7034				
E-5.5 Other (Specify)					
E-5.6 Postage and Notices	7035	\$153	\$209	\$300	\$300
E-5.7 Board Election	7035	\$0	\$0		
E-5.8					
E-6 TOTAL ADMINISTRATION		\$1,520	\$4,723	\$5,000	\$5,000

Proposed Budget

West Gros Ventre Butte Water District

FYE 6/30/2024

OPERATIONS BUDGET

- E-7 Personnel Services**
- E-7.1 Wages--Operations
 E-7.2 Service Contracts
 E-7.3 Other (Specify)
 E-7.4 _____
 E-7.5 _____
 E-7.6 _____
- E-8 Travel**
- E-8.1 Mileage
 E-8.2 Other (Specify)
 E-8.3 _____
 E-8.4 _____
 E-8.5 _____
- E-9 Operating supplies (List)**
- E-9.1 Electricity
 E-9.2 _____
 E-9.3 _____
 E-9.4 _____
 E-9.5 _____
- E-10 Program Services (List)**
- E-10.1 Legal (move to line E4 for 2022-2023)
 E-10.2 _____
 E-10.3 _____
 E-10.4 _____
 E-10.5 _____
- E-11 Contractual Arrangements (List)**
- E-11.1 Water System Operator
 E-11.2 Engineering
 E-11.3 New Well Development
 E-11.4 _____
 E-11.5 _____
- E-12 Other operations (Specify)**
- E-12.1 2 Well and electronics failure repair
 E-12.2 Repairs, Material & Parts
 E-12.3 Water Testing
 E-12.4 Electronics replace and upgrade SCADA
 E-12.5 _____
- E-13 TOTAL OPERATIONS**

DOA Chart of Accounts	2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Pending Approval
7202				
7203				
7204				
7204				
7211				
7212				
7212				
7220	\$4,076	\$6,000	\$6,000	\$6,000
7220				
7220				
7220				
7230	\$315			
7230				
7230				
7230				
7400	\$45,279	\$35,000	\$45,000	\$45,000
7400	\$62,000	\$18,632	\$50,000	\$50,000
7400			\$203,000	\$203,000
7400				
7450	\$64,364			
7450	\$18,425	\$11,414	\$60,000	\$60,000
7450	\$312	\$1,000	\$2,000	\$2,000
7450	\$4,465	\$1,126	\$2,000	\$2,000
	\$199,236	\$73,172	\$368,000	\$368,000

Proposed Budget

West Gros Ventre Butte Water District

FYE 6/30/2024

INDIRECT COSTS BUDGET

E-14 Insurance
 E-14.1 Liability
 E-14.2 Buildings and vehicles
 E-14.3 Equipment
 E-14.4 Other (Specify)
 E-14.5 _____
 E-14.6 _____
 E-14.7 _____

E-15 Indirect payroll costs:
 E-15.1 FICA (Social Security) taxes
 E-15.2 Workers Compensation
 E-15.3 Unemployment Taxes
 E-15.4 Retirement
 E-15.5 Health Insurance
 E-15.6 Other (Specify)
 E-15.7 _____
 E-15.8 _____
 E-15.9 _____

E-17 TOTAL INDIRECT COSTS

DOA Chart of Accounts	2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Pending Approval
7502	\$4,126	\$1,001	\$4,500	\$4,500
7503				
7504				
7505				
7505				
7511				
7512				
7513				
7514				
7515				
7516				
7516				
	\$4,126	\$1,001	\$4,500	\$4,500

DEBT SERVICE BUDGET

D-1 Debt Service
 D-1.1 Principal
 D-1.2 Interest
 D-1.3 Fees
D-2 TOTAL DEBT SERVICE

DOA Chart of Accounts	2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Pending Approval
6401	\$72,303	\$16,000	\$16,000	\$16,000
6410	\$8,312	\$8,000	\$8,000	\$8,000
6420	\$1,024	\$24	\$1,000	\$1,000
	\$81,639	\$24,024	\$25,000	\$25,000

Proposed Budget

West Gros Ventre Butte Water District
NAME OF DISTRICT/BOARD

FYE 6/30/2024

GENERAL FUNDS				
	DOA Chart of Accounts	End of Year	Beginning	Beginning
		2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed
C-1	Balances at Beginning of Fiscal Year			
C-1.1	General Fund Checking	1010	\$64,394	\$64,394
C-1.2	Savings and Investments	1040		\$0
C-1.3	General Fund CD Balance	1050		\$0
C-1.4	All Other Funds	1020	\$160,899	\$160,899
C-1.5	Reserves (From Below)		\$0	\$0
C-1.6	Total Estimated Cash and Investments on Hand		\$225,293	\$225,293
C-2	General Fund Reductions:	2010		
C-2.1	a. Unpaid bills at FYE		\$0	\$0
C-2.2	b. Reserves		\$0	\$0
C-2.3	Total Deductions (a+b)		\$0	\$0
C-2.4	Estimated Non-Restricted Funds Available		\$225,293	\$250,000
SINKING & DEBT SERVICE FUNDS				
		DOA Chart of Accounts		
SINKING & DEBT SERVICE FUNDS		1070		
C-3		2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed
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
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	TOTAL CAPITAL OUTLAY (a+b+c)	\$0	\$0	\$0
C-3.12	Balance to be retained	\$0	\$0	\$0
RESERVES				
		DOA Chart of Accounts		
RESERVES		1090		
C-4		2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed
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
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
C-4.12	Balance to be retained	\$0	\$0	\$0
BOND FUNDS				
		DOA Chart of Accounts		
BOND FUNDS		1060		
C-5		2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed
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
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
C-5.9	TOTAL TO BE SPENT	\$0	\$0	\$0