

Proposed Budget

Aspens Pines Water & Sewer District													
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Teton County	Budget Prepared by: Wade Hirschi												

S-A	BUDGET MESSAGE	W.S. 16-12-403 (c)
<p>The 2023-24 budget was prepared using the same methodology as prior years. The District has seen an increase in operating costs due to overall inflation. Those increased costs are reflected in this budget. The District does do a tax assessment for its capital asset replacement program, which will continue this year. The District also received a \$300,000 grant for water line replacement that is anticipated to be used over the following two fiscal years. One half was budgeted for 2023-24. The budget hearing will be held via zoom at - https://us02web.zoom.us/j/89178898990?pwd=aTk2YU5UTDN3di9ySHIYeTILcXJpUT09</p>		

S-B	RESERVE DESCRIPTION
<p>The District does not have a formal reserve policy, but seeks to build and maintain reserves for equipment replacement.</p>	

S-C																																							
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Where are the minutes of your board meeting available for public review?
Minutes are available upon request

How and where are the notices of meeting posted for the public?
Jackson Hole News & Guide

Where are the public meetings held?
via Zoom - https://us02web.zoom.us/j/89178898990?pwd=aTk2YU5UTDN3di9ySHIYeTILcXJpUT09

PROPOSED BUDGET SUMMARY

OVERVIEW		2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Pending Approval
S-1	Total Budgeted Expenditures	\$1,672,642	\$1,464,088	\$1,972,851	\$1,972,851
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	\$2,515,898	\$2,801,783	\$3,202,174	\$3,202,174
S-5	Amount requested from County Commissioners	\$300,444	\$300,000	\$330,000	\$330,000
S-6	Additional Funding Needed :			\$0	\$0
	Projected Surplus:			\$1,229,323	\$1,229,323
REVENUE SUMMARY		2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Pending Approval
S-7	Operating Revenues	\$1,132,160	\$1,246,642	\$1,342,078	\$1,342,078
S-8	Tax levy (From the County Treasurer)	\$300,444	\$300,000	\$330,000	\$330,000
S-9	Government Support	\$0	\$0	\$0	\$0
S-10	Grants	\$0	\$0	\$150,000	\$150,000
S-11	Other County Support (Not from Co. Treas.)	\$0	\$0	\$0	\$0
S-12	Miscellaneous	\$37,078	\$208,924	\$44,401	\$44,401
S-13	Other Forecasted Revenue	\$0	\$0	\$0	\$0
S-14	Total Revenue	\$1,469,682	\$1,755,566	\$1,866,479	\$1,866,479
FY 7/1/23-6/30/24		Aspens Pines Water & Sewer District			
EXPENDITURE SUMMARY		2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Pending Approval
S-15	Capital Outlay	\$578,224	\$250,000	\$597,820	\$597,820
S-16	Interest and Fees On Debt	\$0	\$0	\$0	\$0
S-17	Administration	\$186,697	\$208,526	\$202,792	\$202,792
S-18	Operations	\$618,928	\$662,964	\$805,705	\$805,705
S-19	Indirect Costs	\$288,793	\$342,598	\$366,534	\$366,534
S-20R	Expenditures paid by Reserves	\$0	\$0	\$0	\$0
S-20	Total Expenditures	\$1,672,642	\$1,464,088	\$1,972,851	\$1,972,851
DEBT SUMMARY		2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Pending Approval
S-21	Principal Paid on Debt	\$0	\$0	\$0	\$0
CASH AND INVESTMENTS		2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Pending Approval
S-22	TOTAL GENERAL FUNDS	\$1,046,217	\$1,046,217	\$1,335,695	\$1,335,695
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	\$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	\$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

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

Date adopted by Special District _____

DISTRICT ADDRESS: PO Box 716
Wilson, WY 83017

PREPARED BY: Wade Hirschi

DISTRICT PHONE: 3077399777

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

Aspens Pines Water & Sewer District

FYE 6/30/2024

NAME OF DISTRICT/BOARD

PROPERTY TAXES AND ASSESSMENTS

	DOA Chart of Accounts	2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Pending Approval
R-1	Property Taxes and Assessments Received				
R-1.1	Tax Levy (From the County Treasurer)	4001	\$300,444	\$300,000	\$330,000
R-1.2	Other County Support (see note on the right)	4005			

FORECASTED REVENUE

	DOA Chart of Accounts	2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Pending Approval
R-2	Revenues from Other Governments				
R-2.1	State Aid	4211			
R-2.2	Additional County Aid (non-treasurer)	4237			
R-2.3	City (or Town) Aid	4237			
R-2.4	Other (Specify)	4237			
R-2.5	Total Government Support		\$0	\$0	\$0
R-3	Operating Revenues				
R-3.1	Customer Charges	4300	\$1,132,160	\$1,246,642	\$1,342,078
R-3.2	Sales of Goods or Services	4300			
R-3.3	Other Assessments	4503			
R-3.4	Total Operating Revenues		\$1,132,160	\$1,246,642	\$1,342,078
R-4	Grants				
R-4.1	Direct Federal Grants	4201			
R-4.2	Federal Grants thru State Agencies	4201	\$0	\$0	\$150,000
R-4.3	Grants from State Agencies	4211			
R-4.4	Total Grants		\$0	\$0	\$150,000
R-5	Miscellaneous Revenue				
R-5.1	Interest	4501	\$167	\$25,977	\$43,200
R-5.2	Other: Specify Rent	4500	\$1,201	\$1,201	\$1,201
R-5.3	Other: See Addition See Additional Details		\$35,710	\$181,746	
R-5.4	Total Miscellaneous		\$37,078	\$208,924	\$44,401
R-5.5	Total Forecasted Revenue		\$1,169,238	\$1,455,566	\$1,536,479
R-6	Other Forecasted Revenue				
R-6.1	a. Other past due as estimated by Co. Treas.	4004			
R-6.2	b. Other forecasted revenue (specify):				
R-6.3		4500			
R-6.4		4500			
R-6.5					
R-6.6	Total Other Forecasted Revenue (a+b)		\$0	\$0	\$0

Proposed Budget

Aspens Pines Water & Sewer District

FYE 6/30/2024

NAME OF DISTRICT/BOARD

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 Equipment	6200	\$578,224	\$250,000	\$597,820	\$597,820
E-1.6	6200				
E-1.7					
E-1.8 TOTAL CAPITAL OUTLAY		\$578,224	\$250,000	\$597,820	\$597,820

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				
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	\$15,580	\$7,500	\$15,000	\$15,000
E-4.2 Accounting/Auditing	7022	\$14,500	\$14,500	\$15,000	\$15,000
E-4.3 Other (Specify)					
E-4.4 Administrator	7023	\$140,760	\$140,760	\$147,792	\$147,792
E-4.5	7023				
E-4.6					
E-5 Other Administrative Expenses					
E-5.1 Office Supplies	7031	\$736	\$560	\$1,500	\$1,500
E-5.2 Office equipment, rent & repair	7032				
E-5.3 Education	7033	\$8,574	\$8,952	\$12,000	\$12,000
E-5.4 Registrations	7034				
E-5.5 Other (Specify)					
E-5.6 Other Admin Costs	7035	\$3,780	\$5,514	\$6,900	\$6,900
E-5.7 Road Access	7035	\$2,767	\$30,740	\$4,600	\$4,600
E-5.8					
E-6 TOTAL ADMINISTRATION		\$186,697	\$208,526	\$202,792	\$202,792

Proposed Budget

Aspens Pines Water & Sewer District

FYE 6/30/2024

OPERATIONS BUDGET

	DOA Chart of Accounts	2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Pending Approval
E-7 Personnel Services					
E-7.1 Wages--Operations	7202	\$451,913	\$476,788	\$510,105	\$510,105
E-7.2 Service Contracts	7203				
E-7.3 Other (Specify)					
E-7.4 Vehicle Exp	7204	\$10,022	\$13,333	\$15,000	\$15,000
E-7.5	7204				
E-7.6					
E-8 Travel					
E-8.1 Mileage	7211				
E-8.2 Other (Specify)					
E-8.3	7212				
E-8.4	7212				
E-8.5					
E-9 Operating supplies (List)					
E-9.1 Chemicals/lab supplies	7220	\$16,929	\$15,798	\$19,000	\$19,000
E-9.2 Safety/sampling	7220	\$6,244	\$6,695	\$5,000	\$5,000
E-9.3 Tools	7220	\$2,635	\$2,635	\$2,500	\$2,500
E-9.4 Equipment rental	7220	\$91	\$91	\$600	\$600
E-9.5					
E-10 Program Services (List)					
E-10.1 Building maintenance	7230	\$10,997	\$10,689	\$13,000	\$13,000
E-10.2 Sewer repair & maintenance	7230	\$20,393	\$15,000	\$25,000	\$25,000
E-10.3 Water repair & maintenance	7230	\$19,391	\$14,200	\$15,000	\$15,000
E-10.4	7230				
E-10.5					
E-11 Contractual Arrangements (List)					
E-11.1 HVAC maintenance	7400	\$5,788	\$7,514	\$10,000	\$10,000
E-11.2 Enginnering	7400	\$0	\$340	\$10,000	\$10,000
E-11.3	7400				
E-11.4	7400				
E-11.5					
E-12 Other operations (Specify)					
E-12.1 Utilities	7450	\$67,630	\$63,106	\$68,500	\$68,500
E-12.2 Sludge removal	7450	\$5,666	\$33,598	\$50,000	\$50,000
E-12.3 Petroleum products	7450	\$1,229	\$3,177	\$2,000	\$2,000
E-12.4 Contingency	7450	\$0	\$0	\$60,000	\$60,000
E-12.5					
E-13 TOTAL OPERATIONS		\$618,928	\$662,964	\$805,705	\$805,705

Proposed Budget

Aspens Pines Water & Sewer District

FYE 6/30/2024

INDIRECT COSTS BUDGET

	DOA Chart of Accounts	2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Pending Approval
E-14 Insurance					
E-14.1 Liability	7502				
E-14.2 Buildings and vehicles	7503				
E-14.3 Equipment	7504				
E-14.4 Other (Specify)					
E-14.5 Insurance	7505	\$39,738	\$43,826	\$45,000	\$45,000
E-14.6	7505				
E-14.7					
E-15 Indirect payroll costs:					
E-15.1 FICA (Social Security) taxes	7511	\$58,043	\$63,390	\$67,138	\$67,138
E-15.2 Workers Compensation	7512				
E-15.3 Unemployment Taxes	7513				
E-15.4 Retirement	7514	\$67,235	\$71,717	\$74,612	\$74,612
E-15.5 Health Insurance	7515	\$79,375	\$90,165	\$106,284	\$106,284
E-15.6 Other (Specify)					
E-15.7 Housing Allowance	7516	\$43,200	\$72,000	\$72,000	\$72,000
E-15.8 Clothing Allowance	7516	\$1,202	\$1,500	\$1,500	\$1,500
E-15.9					
E-17 TOTAL INDIRECT COSTS		\$288,793	\$342,598	\$366,534	\$366,534

DEBT SERVICE BUDGET

	DOA Chart of Accounts	2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Pending Approval
D-1 Debt Service					
D-1.1 Principal	6401				
D-1.2 Interest	6410				
D-1.3 Fees	6420				
D-2 TOTAL DEBT SERVICE		\$0	\$0	\$0	\$0

Proposed Budget

Aspens Pines Water & Sewer District

FYE 6/30/2024

NAME OF DISTRICT/BOARD

GENERAL FUNDS

		End of Year	Beginning	Beginning	
		2021-2022	2022-2023	2023-2024	Pending
		Actual	Estimated	Proposed	Approval
C-1	Balances at Beginning of Fiscal Year	DOA Chart of Accounts			
C-1.1	General Fund Checking	1010	\$286,744	\$286,744	\$250,000
C-1.2	Savings and Investments	1040	\$9,448	\$9,448	\$1,085,695
C-1.3	General Fund CD Balance	1050	\$750,025	\$750,025	
C-1.4	All Other Funds	1020		\$0	
C-1.5	Reserves (From Below)		\$0	\$0	\$0
C-1.6	Total Estimated Cash and Investments on Hand		\$1,046,217	\$1,046,217	\$1,335,695
C-2	General Fund Reductions:				
C-2.1	a. Unpaid bills at FYE	2010			
C-2.2	b. Reserves		\$0	\$0	\$0
C-2.3	Total Deductions (a+b)		\$0	\$0	\$0
C-2.4	Estimated Non-Restricted Funds Available		\$1,046,217	\$1,046,217	\$1,335,695

		DOA Chart of Accounts	2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Pending Approval
SINKING & DEBT SERVICE FUNDS		1070				
C-3						
C-3.1	Beginning Balance in Reserve Account (end of previous year)			\$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		\$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	Date of Reserve Approval in Minutes:					
C-3.11	TOTAL CAPITAL OUTLAY (a+b+c)		\$0	\$0	\$0	\$0
C-3.12	Balance to be retained		\$0	\$0	\$0	\$0

		DOA Chart of Accounts	2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Pending Approval
RESERVES		1090				
C-4						
C-4.1	Beginning Balance in Reserve Account (end of previous year)			\$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					
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		\$0	\$0	\$0	\$0

		DOA Chart of Accounts	2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Pending Approval
BOND FUNDS		1060				
C-5						
C-5.1	Beginning Balance in Reserve Account (end of previous year)			\$0	\$0	
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		\$0	\$0	\$0	\$0
C-5.6	Identify the amount and project to be spent					
C-5.7	Date of Reserve Approval in Minutes:					
C-5.8	Balance to be retained		\$0	\$0	\$0	\$0
C-5.9	TOTAL TO BE SPENT		\$0	\$0	\$0	\$0