

Proposed Budget

Aspens Pines Water & Sewer District	
PO Box 1450 Afton, WY 83110 (307) 739-9777	Budget Hearing Information Location: via Zoom - see link in budget message Date: 07/09/24 Time: 4:00 p.m. Teton County Budget Prepared by: Wade Hirschi

S-A	BUDGET MESSAGE <p>The 2023-24 budget was prepared using the same methodology as prior years. The largest increases in this budget are related to payroll costs. 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 budget hearing will be held via zoom at - https://us02web.zoom.us/j/89178898990?pwd=aTk2YU5UTDN3di9ySHlYeTlLcXJpUT09</p>
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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>
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S-C	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 40%; vertical-align: top; padding: 2px;"> Names of Board Members </td> <td style="width: 10%; vertical-align: top; padding: 2px;"> Date of End of Term </td> <td style="width: 50%; vertical-align: top; padding: 2px;"> Does the district have regular office hours exceeding 20 hours per week? </td> </tr> <tr> <td colspan="2" style="text-align: center; padding: 2px;"> If Yes, enter </td> <td style="padding: 2px;"> <input checked="" type="checkbox"/> Yes </td> </tr> <tr> <td colspan="2" style="text-align: center; padding: 2px;"> Rick Knori 11/30/24 </td> <td style="padding: 2px;"> Address of office: 80 East 1st Ave, Suite 100 </td> </tr> <tr> <td colspan="2" style="text-align: center; padding: 2px;"> Alan Winters (appointed) 11/30/24 </td> <td style="padding: 2px;"> City, State, Zip: Afton, WY 83110 </td> </tr> <tr> <td colspan="2" style="text-align: center; padding: 2px;"> Tom Garrity 11/30/26 </td> <td style="padding: 2px;"> Phone Number: (307) 885-1040 </td> </tr> <tr> <td colspan="2" style="text-align: center; padding: 2px;"> Joan Goldfarb 11/30/26 </td> <td style="padding: 2px;"> Hours Open: 8:00-5:00 </td> </tr> <tr> <td colspan="2" style="text-align: center; padding: 2px;"> Peter Martin 11/30/24 </td> <td style="padding: 2px;"></td> </tr> <tr> <td colspan="2" style="text-align: center; padding: 2px;"></td> <td style="padding: 2px;"></td> </tr> <tr> <td colspan="2" style="text-align: center; padding: 2px;"></td> <td style="padding: 2px;"></td> </tr> <tr> <td colspan="2" style="text-align: center; padding: 2px;"></td> <td style="padding: 2px;"></td> </tr> <tr> <td colspan="2" style="text-align: center; padding: 2px;"></td> <td style="padding: 2px;"></td> </tr> <tr> <td colspan="2" style="text-align: center; padding: 2px;"></td> <td style="padding: 2px;"></td> </tr> <tr> <td colspan="2" style="text-align: center; padding: 2px;"></td> <td style="padding: 2px;"></td> </tr> <tr> <td colspan="2" style="text-align: center; padding: 2px;"></td> <td style="padding: 2px;"></td> </tr> </table>	Names of Board Members	Date of End of Term	Does the district have regular office hours exceeding 20 hours per week?	If Yes, enter		<input checked="" type="checkbox"/> Yes	Rick Knori 11/30/24		Address of office: 80 East 1st Ave, Suite 100	Alan Winters (appointed) 11/30/24		City, State, Zip: Afton, WY 83110	Tom Garrity 11/30/26		Phone Number: (307) 885-1040	Joan Goldfarb 11/30/26		Hours Open: 8:00-5:00	Peter Martin 11/30/24																							
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Where are the minutes of your board meeting available for public review?	Minutes are available upon request
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How and where are the notices of meeting posted for the public?	Jackson Hole News & Guide
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Where are the public meetings held?	via Zoom - https://us02web.zoom.us/j/89178898990?pwd=aTk2YU5UTDN3di9ySHlYeTlLcXJpUT09
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PROPOSED BUDGET SUMMARY

OVERVIEW		2022-2023 Actual	2023-2024 Estimated	2024-2025 Proposed	Pending Approval							
S-1	Total Budgeted Expenditures	\$1,393,015	\$1,759,260	\$2,059,445	\$2,059,445							
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	\$3,236,327	\$3,383,171	\$3,582,224	\$3,582,224							
S-5	<i>Amount requested from County Commissioners</i>	\$300,365	\$330,000	\$330,000	\$330,000							
S-6	Additional Funding Needed : Projected Surplus:			\$0 \$1,522,779	\$0 \$1,522,779							
REVENUE SUMMARY		2022-2023 Actual	2023-2024 Estimated	2024-2025 Proposed	Pending Approval							
S-7	Operating Revenues	\$0	\$0	\$0	\$0							
S-8	Tax levy (From the County Treasurer)	\$300,365	\$330,000	\$330,000	\$330,000							
S-9	Government Support	\$1,237,011	\$1,346,009	\$1,392,112	\$1,392,112							
S-10	Grants	\$0	\$125,000	\$175,000	\$175,000							
S-11	Other County Support (Not from Co. Treas.)	\$0	\$0	\$0	\$0							
S-12	Miscellaneous	\$199,090	\$82,301	\$61,201	\$61,201							
S-13	Other Forecasted Revenue	\$0	\$0	\$0	\$0							
S-14	Total Revenue	\$1,736,466	\$1,883,310	\$1,958,313	\$1,958,313							
FY 7/1/24-6/30/25 Aspens Pines Water & Sewer District												
EXPENDITURE SUMMARY		2022-2023 Actual	2023-2024 Estimated	2024-2025 Proposed	Pending Approval							
S-15	Capital Outlay	\$175,565	\$461,085	\$578,375	\$578,375							
S-16	Interest and Fees On Debt	\$0	\$0	\$0	\$0							
S-17	Administration	\$177,141	\$188,016	\$194,000	\$194,000							
S-18	Operations	\$695,134	\$772,417	\$911,387	\$911,387							
S-19	Indirect Costs	\$345,175	\$337,742	\$375,683	\$375,683							
S-20R	Expenditures paid by Reserves	\$0	\$0	\$0	\$0							
S-20	Total Expenditures	\$1,393,015	\$1,759,260	\$2,059,445	\$2,059,445							
DEBT SUMMARY		2022-2023 Actual	2023-2024 Estimated	2024-2025 Proposed	Pending Approval							
S-21	Principal Paid on Debt	\$0	\$0	\$0	\$0							
CASH AND INVESTMENTS		2022-2023 Actual	2023-2024 Estimated	2024-2025 Proposed	Pending Approval							
S-22	TOTAL GENERAL FUNDS	\$1,499,861	\$1,499,861	\$1,623,911	\$1,623,911							
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							
<i>End of Summary</i>												
Budget Officer / District Official (if not same as "Submitted by")			Date adopted by Special District _____									
<hr/>												
DISTRICT ADDRESS: PO Box 1450		PREPARED BY: Wade Hirschi										
Afton, WY 83110												
DISTRICT PHONE: 3077399777												
<i>Prepared in compliance with the Uniform Municipal Fiscal Procedures Act (W.S. 16-12-401 et seq.) as it applies.</i>												
5/31/23 Form approved by Wyoming Department of Audit, Public Funds Division												

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

Date adopted by Special District _____

DISTRICT ADDRESS: PO Box 1450
Afton, WY 83110

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.

5/31/23 Form approved by Wyoming Department of Audit, Public Funds Division

Proposed Budget

Aspens Pines Water & Sewer District

FYE 06/30/25

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	2022-2023 Actual	2023-2024 Estimated	2024-2025 Proposed	Pending Approval
4001	\$300,365	\$330,000	\$330,000	\$330,000
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 Rent
 R-5.3 Other: See Additior See Additional Details
 R-5.4 **Total Miscellaneous**
 R-5.5 **Total Forecasted Revenue**

DOA Chart of Accounts	2022-2023 Actual	2023-2024 Estimated	2024-2025 Proposed	Pending Approval
4211	\$1,237,011	\$1,346,009	\$1,392,112	\$1,392,112
4237				
4237				
4237				
	\$1,237,011	\$1,346,009	\$1,392,112	\$1,392,112
4300				
4300				
4503				
	\$0	\$0	\$0	\$0
4201				
4201	\$0	\$125,000	\$175,000	\$175,000
4211				
	\$0	\$125,000	\$175,000	\$175,000
4501	\$25,057	\$72,000	\$60,000	\$60,000
4500	\$1,201	\$1,201	\$1,201	\$1,201
	\$172,832	\$9,100		
	\$199,090	\$82,301	\$61,201	\$61,201
	\$1,436,101	\$1,553,310	\$1,628,313	\$1,628,313

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

Aspens Pines Water & Sewer District
 NAME OF DISTRICT/BOARD

FYE 06/30/25

CAPITAL OUTLAY BUDGET

E-1 **Capital Outlay**
 E-1.1 Real Property
 E-1.2 Vehicles
 E-1.3 Office Equipment
 E-1.4 Other (Specify)
 E-1.5 Equipment
 E-1.6 _____
 E-1.7 _____
 E-1.8 **TOTAL CAPITAL OUTLAY**

DOA Chart of Accounts	2022-2023 Actual	2023-2024 Estimated	2024-2025 Proposed	Pending Approval
6201				
6210				
6211				
6200	\$175,565	\$461,085	\$578,375	\$578,375
6200				
	\$175,565	\$461,085	\$578,375	\$578,375

ADMINISTRATION BUDGET

E-2 **Personnel Services**
 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 _____
 E-3 **Board Expenses**
 E-3.1 Travel
 E-3.2 Mileage
 E-3.3 Other (Specify)
 E-3.4 _____
 E-3.5 _____
 E-3.6 _____
 E-4 **Contractual Services**
 E-4.1 Legal
 E-4.2 Accounting/Auditing
 E-4.3 Other (Specify)
 E-4.4 Administrator
 E-4.5 _____
 E-4.6 _____
 E-5 **Other Administrative Expenses**
 E-5.1 Office Supplies
 E-5.2 Office equipment, rent & repair
 E-5.3 Education
 E-5.4 Registrations
 E-5.5 Other (Specify)
 E-5.6 Other Admin Costs
 E-5.7 Road Access
 E-5.8 _____
 E-6 **TOTAL ADMINISTRATION**

DOA Chart of Accounts	2022-2023 Actual	2023-2024 Estimated	2024-2025 Proposed	Pending Approval
7002				
7003				
7004				
7005				
7005				
	7011			
	7012			
	7013			
	7013			
7021	\$6,998	\$2,500	\$8,000	\$8,000
7022	\$14,500	\$15,475	\$16,000	\$16,000
7023	\$140,760	\$147,792	\$150,000	\$150,000
7023				
7031	\$570	\$1,000	\$1,000	\$1,000
7032				
7033	\$8,451	\$8,500	\$10,000	\$10,000
7034				
7035	\$5,863	\$4,650	\$6,000	\$6,000
7035	\$0	\$8,099	\$3,000	\$3,000
	\$177,141	\$188,016	\$194,000	\$194,000

Proposed Budget

Aspens Pines Water & Sewer District

FYE 06/30/25

OPERATIONS BUDGET

E-7	Personnel Services
E-7.1	Wages--Operations
E-7.2	Service Contracts
E-7.3	Other (Specify)
E-7.4	Vehicle Expense
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	Chemicals/lab supplies
E-9.2	Safety/sampling
E-9.3	Tools
E-9.4	Equipment rental
E-9.5	
E-10	Program Services (List)
E-10.1	Building maintenance
E-10.2	Sewer repair & maintenance
E-10.3	Water repair & maintenance
E-10.4	
E-10.5	
E-11	Contractual Arrangements (List)
E-11.1	HVAC maintenance
E-11.2	Engineering
E-11.3	
E-11.4	
E-11.5	
E-12	Other operations (Specify)
E-12.1	Utilities
E-12.2	Sludge removal
E-12.3	Petroleum products
E-12.4	Contingency
E-12.5	see additional details
E-13	TOTAL OPERATIONS

DOA Chart of Accounts	2022-2023 Actual	2023-2024 Estimated	2024-2025 Proposed	Pending Approval
7202	\$473,950	\$519,267	\$615,887	\$615,887
7203				
7204	\$13,955	\$15,000	\$18,000	\$18,000
7204				
7211				
7212				
7212				
7220	\$19,090	\$19,000	\$24,000	\$24,000
7220	\$6,221	\$4,100	\$4,100	\$4,100
7220	\$2,684	\$2,000	\$2,000	\$2,000
7220	\$91	\$91	\$400	\$400
7230	\$15,156	\$13,486	\$16,000	\$16,000
7230	\$17,689	\$12,000	\$12,000	\$12,000
7230	\$7,903	\$25,000	\$30,000	\$30,000
7230				
7400	\$6,902	\$8,000	\$8,000	\$8,000
7400	\$10,671	\$0	\$10,000	\$10,000
7400				
7400				
7450	\$62,662	\$68,775	\$69,500	\$69,500
7450	\$29,197	\$50,000	\$40,000	\$40,000
7450	\$3,223	\$1,378	\$1,500	\$1,500
7450	\$0	\$0	\$60,000	\$60,000
7450	\$25,740	\$34,320		
7450	\$695,134	\$772,417	\$911,387	\$911,387

Proposed Budget

Aspens Pines Water & Sewer District

FYE 06/30/25

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	Insurance
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	Housing Allowance
E-15.8	Clothing Allowance
E-15.9	

DOA Chart of Accounts	2022-2023 Actual	2023-2024 Estimated	2024-2025 Proposed	Pending Approval
7502				
7503				
7504				
7505	\$43,826	\$48,791	\$50,000	\$50,000
7505				
7511	\$62,399	\$68,143	\$77,721	\$77,721
7512				
7513				
7514	\$71,361	\$78,223	\$90,380	\$90,380
7515	\$93,886	\$69,085	\$74,013	\$74,013
7516	\$72,000	\$72,000	\$81,000	\$81,000
7516	\$1,702	\$1,500	\$2,569	\$2,569

E-17 **TOTAL INDIRECT COSTS**

\$345,175	\$337,742	\$375,683
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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	2022-2023 Actual	2023-2024 Estimated	2024-2025 Proposed	Pending Approval
6401				
6410				
6420				
	\$0	\$0	\$0	\$0

Proposed Budget

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

FYE 06/30/25

GENERAL FUNDS					
	DOA Chart of Accounts	<i>End of Year</i>	<i>Beginning</i>	<i>Beginning</i>	
		2022-2023 Actual	2023-2024 Estimated	2024-2025 Proposed	Pending Approval
C-1	Balances at Beginning of Fiscal Year				
C-1.1	General Fund Checking	\$92,676	\$92,676	\$100,000	\$100,000
C-1.2	Savings and Investments	\$1,407,185	\$1,407,185	\$1,523,911	\$1,523,911
C-1.3	General Fund CD Balance		\$0		
C-1.4	All Other Funds		\$0		
C-1.5	Reserves (From Below)		\$0		
C-1.6	Total Estimated Cash and Investments on Hand	\$1,499,861	\$1,499,861	\$1,623,911	\$1,623,911
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	\$1,499,861	\$1,499,861	\$1,623,911	\$1,623,911
 SINKING & DEBT SERVICE FUNDS					
DOA Chart of Accounts					
SINKING & DEBT SERVICE FUNDS					
C-3		<i>2022-2023 Actual</i>	<i>2023-2024 Estimated</i>	<i>2024-2025 Proposed</i>	Pending Approval
			\$0	\$0	
C-3.1	Beginning Balance in Reserve Account (end of previous year)				
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 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	\$0
C-3.12	Balance to be retained	\$0	\$0	\$0	\$0
 RESERVES					
DOA Chart of Accounts					
RESERVES					
C-4		<i>2022-2023 Actual</i>	<i>2023-2024 Estimated</i>	<i>2024-2025 Proposed</i>	Pending Approval
			\$0	\$0	
C-4.1	Beginning Balance in Reserve Account (end of previous year)				
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					
DOA Chart of Accounts					
BOND FUNDS					
C-5		<i>2022-2023 Actual</i>	<i>2023-2024 Estimated</i>	<i>2024-2025 Proposed</i>	Pending Approval
			\$0	\$0	
C-5.1	Beginning Balance in Reserve Account (end of previous year)				
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