

Proposed Budget

West Gros Ventre Butte Water District	
Budget Hearing Information	
PO Box 3584	Location: Online
Jackson, WY 83001	Date: 5/25/2024
307 733 6652	Time: PM
Teton County	Budget Prepared by: Keith Soper

S-A	BUDGET MESSAGE	W.S. 16-12-403 (c)
<p>The West Gros Ventre Butte Water District, serves the Bar Y Estates 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 2024-2025 to address the additional cost associated with maintenance and repairs of the system.</p> <p>In the spring of 2024 the district plans to continue with the meter project and hopes to install 9-12 meters. Additional meters will be installed in 2025 when is it hoped the project will be completed..</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 2024-2025 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> <p>In 2023 it was determined that rather than transmission line replacement the same final result could be obtained by drilling of a new well adjacent to the distribution line and storage tank. The new well would have minimal impact on the district members and require less construction work and legal easements. This project is hoped to be designed and constructed in the 2024-2025 budget year.</p>		

S-B	RESERVE DESCRIPTION
N.A.	

S-C																																					
<table><tr><th>Names of Board Members</th><th>Date of End of Term</th></tr><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>William Cox</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></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	William Cox	11/5/24													<table><tr><td>Does the district have regular office hours exceeding 20 hours per week?</td><td>No</td></tr><tr><td colspan="2"></td></tr><tr><td colspan="2"></td></tr><tr><td colspan="2"></td></tr><tr><td colspan="2"></td></tr><tr><td colspan="2">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.</td></tr></table>	Does the district have regular office hours exceeding 20 hours per week?	No									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.	
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																																				
William Cox	11/5/24																																				
Does the district have regular office hours exceeding 20 hours per week?	No																																				
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.																																					

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, online via zoom, available public meeting rooms in Jackson

PROPOSED BUDGET SUMMARY

OVERVIEW		2022-2023 Actual	2023-2024 Estimated	2024-2025 Proposed	Pending Approval
S-1	Total Budgeted Expenditures	\$93,852	\$372,956	\$420,049	\$420,049
S-2	Total Principal to Pay on Debt	\$15,258	\$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	\$316,922	\$599,305	\$635,380	\$635,380
S-5	Amount requested from County Commissioners	\$87,291	\$101,158	\$111,755	\$111,755
S-6 Additional Funding Needed :				\$0	\$0
Projected Surplus:				\$199,331	\$199,331

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)	\$87,291	\$101,158	\$111,755	\$111,755
S-9	Government Support	\$0	\$0	\$0	\$0
S-10	Grants	\$0	\$281,600	\$281,600	\$281,600
S-11	Other County Support (Not from Co. Treas.)	\$0	\$0	\$0	\$0
S-12	Miscellaneous	\$13,109	\$25	\$25	\$25
S-13	Other Forecasted Revenue	\$0	\$0	\$10,000	\$10,000
S-14	Total Revenue	\$100,400	\$382,783	\$403,380	\$403,380

FY 7/1/24-6/30/25 West Gros Ventre Butte Water District

EXPENDITURE SUMMARY		2022-2023 Actual	2023-2024 Estimated	2024-2025 Proposed	Pending Approval
S-15	Capital Outlay	\$0	\$0	\$0	\$0
S-16	Interest and Fees On Debt	\$8,251	\$9,000	\$9,000	\$9,000
S-17	Administration	\$4,723	\$1,956	\$4,450	\$4,450
S-18	Operations	\$76,047	\$357,000	\$401,599	\$401,599
S-19	Indirect Costs	\$4,831	\$5,000	\$5,000	\$5,000
S-20R	Expenditures paid by Reserves	\$0	\$0	\$0	\$0
S-20	Total Expenditures	\$93,852	\$372,956	\$420,049	\$420,049

DEBT SUMMARY		2022-2023 Actual	2023-2024 Estimated	2024-2025 Proposed	Pending Approval
S-21	Principal Paid on Debt	\$15,258	\$16,000	\$16,000	\$16,000

CASH AND INVESTMENTS		2022-2023 Actual	2023-2024 Estimated	2024-2025 Proposed	Pending Approval
S-22	TOTAL GENERAL FUNDS	\$216,522	\$216,522	\$232,000	\$232,000

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	\$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 3584
Jackson, WY 83001

PREPARED BY: Keith Soper

DISTRICT PHONE: 307 733 6652

Proposed Budget

West Gros Ventre Butte Water District

FYE 6/30/2025

NAME OF DISTRICT/BOARD

PROPERTY TAXES AND ASSESSMENTS

	DOA Chart of Accounts	2022-2023 Actual	2023-2024 Estimated	2024-2025 Proposed	Pending Approval
R-1	Property Taxes and Assessments Received				
R-1.1	Tax Levy (From the County Treasurer)	4001	\$87,291	\$101,158	\$111,755
R-1.2	Other County Support (see note on the right)	4005			

FORECASTED REVENUE

	DOA Chart of Accounts	2022-2023 Actual	2023-2024 Estimated	2024-2025 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			
R-3.2	Sales of Goods or Services	4300			
R-3.3	Other Assessments	4503			
R-3.4	Total Operating Revenues		\$0	\$0	\$0
R-4	Grants				
R-4.1	Direct Federal Grants	4201			
R-4.2	Federal Grants thru State Agencies	4201	\$281,600	\$281,600	\$281,600
R-4.3	Grants from State Agencies	4211			
R-4.4	Total Grants		\$0	\$281,600	\$281,600
R-5	Miscellaneous Revenue				
R-5.1	Interest	4501	\$25	\$25	\$25
R-5.2	Other: Specify <u>Lower Valley Rebate</u>	4500	\$0	\$0	
R-5.3	Other: See Additior <u>See Additional Details</u>		\$13,084		
R-5.4	Total Miscellaneous		\$13,109	\$25	\$25
R-5.5	Total Forecasted Revenue		\$13,109	\$281,625	\$281,625
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	<u>Excess water usage metered</u>	4500	\$0	\$10,000	\$10,000
R-6.4		4500			
R-6.5					
R-6.6	Total Other Forecasted Revenue (a+b)		\$0	\$10,000	\$10,000

Proposed Budget

West Gros Ventre Butte Water District
NAME OF DISTRICT/BOARD

FYE 6/30/2025

CAPITAL OUTLAY BUDGET

	DOA Chart of Accounts	2022-2023 Actual	2023-2024 Estimated	2024-2025 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	2022-2023 Actual	2023-2024 Estimated	2024-2025 Proposed	Pending Approval
E-2 Personnel Services					
E-2.1 Administrator	7002	\$1,360	\$1,295	\$1,800	\$1,800
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	\$0	\$1,500	\$1,500
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	\$109	\$21		
E-5.2 Office equipment, rent & repair	7032		\$340	\$350	\$350
E-5.3 Education	7033				
E-5.4 Registrations	7034				
E-5.5 Other (Specify)					
E-5.6 Postage and Notices	7035	\$209	\$300	\$300	\$300
E-5.7 Board Election	7035			\$500	\$500
E-5.8					
E-6 TOTAL ADMINISTRATION		\$4,723	\$1,956	\$4,450	\$4,450

Proposed Budget

OPERATIONS BUDGET

		DOA Chart of Accounts	2022-2023 Actual	2023-2024 Estimated	2024-2025 Proposed	Pending Approval
E-7	Personnel Services					
E-7.1	Wages--Operations	7202				
E-7.2	Service Contracts	7203				
E-7.3	Other (Specify)					
E-7.4		7204				
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	Electricity	7220	\$4,582	\$6,000	\$6,000	\$6,000
E-9.2		7220				
E-9.3		7220				
E-9.4		7220				
E-9.5						
E-10	Program Services (List)					
E-10.1		7230				
E-10.2		7230				
E-10.3		7230				
E-10.4		7230				
E-10.5						
E-11	Contractual Arrangements (List)					
E-11.1	Water System Operator	7400	\$28,234	\$45,000	\$45,000	\$45,000
E-11.2	Engineering	7400	\$21,936	\$50,000	\$70,000	\$70,000
E-11.3	Well 5 / transmission line project	7400		\$203,000	\$226,599	\$226,599
E-11.4		7400				
E-11.5						
E-12	Other operations (Specify)					
E-12.1		7450				
E-12.2	Repairs, Material & Parts	7450	\$19,846	\$50,000	\$50,000	\$50,000
E-12.3	Water Testing	7450	\$323	\$1,000	\$2,000	\$2,000
E-12.4	Electronics replace and upgrade SCADA	7450	\$1,126	\$2,000	\$2,000	\$2,000
E-12.5						
E-13	TOTAL OPERATIONS		\$76,047	\$357,000	\$401,599	\$401,599

Proposed Budget

INDIRECT COSTS BUDGET

	DOA Chart of Accounts	2022-2023 Actual	2023-2024 Estimated	2024-2025 Proposed	Pending Approval
E-14 Insurance					
E-14.1 Liability	7502	\$4,831	\$5,000	\$5,000	\$5,000
E-14.2 Buildings and vehicles	7503				
E-14.3 Equipment	7504				
E-14.4 Other (Specify)					
E-14.5	7505				
E-14.6	7505				
E-14.7					
E-15 Indirect payroll costs:					
E-15.1 FICA (Social Security) taxes	7511				
E-15.2 Workers Compensation	7512				
E-15.3 Unemployment Taxes	7513				
E-15.4 Retirement	7514				
E-15.5 Health Insurance	7515				
E-15.6 Other (Specify)					
E-15.7	7516				
E-15.8	7516				
E-15.9					
E-17 TOTAL INDIRECT COSTS		\$4,831	\$5,000	\$5,000	\$5,000

DEBT SERVICE BUDGET

	DOA Chart of Accounts	2022-2023 Actual	2023-2024 Estimated	2024-2025 Proposed	Pending Approval
D-1 Debt Service					
D-1.1 Principal	6401	\$15,258	\$16,000	\$16,000	\$16,000
D-1.2 Interest	6410	\$8,227	\$8,000	\$8,000	\$8,000
D-1.3 Fees	6420	\$24	\$1,000	\$1,000	\$1,000
D-2 TOTAL DEBT SERVICE		\$23,509	\$25,000	\$25,000	\$25,000

Proposed Budget

West Gros Ventre Butte Water District

FYE 6/30/2025

NAME OF DISTRICT/BOARD

GENERAL FUNDS

		End of Year	Beginning	Beginning	
		2022-2023	2023-2024	2024-2025	Pending
		Actual	Estimated	Proposed	Approval
C-1	Balances at Beginning of Fiscal Year	DOA Chart of Accounts			
C-1.1	General Fund Checking	1010	\$55,623	\$55,623	\$75,000
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	\$157,000
C-1.5	Reserves (From Below)		\$0	\$0	\$0
C-1.6	Total Estimated Cash and Investments on Hand		\$216,522	\$216,522	\$232,000
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		\$216,522	\$216,522	\$232,000

DOA Chart of Accounts

SINKING & DEBT SERVICE FUNDS

1070

		2022-2023	2023-2024	2024-2025	Pending
		Actual	Estimated	Proposed	Approval
C-3	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

RESERVES

1090

		2022-2023	2023-2024	2024-2025	Pending
		Actual	Estimated	Proposed	Approval
C-4	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

BOND FUNDS

1060

		2022-2023	2023-2024	2024-2025	Pending
		Actual	Estimated	Proposed	Approval
C-5	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

Proposed Budget

West Gros Ventre Butte Water District

FYE 6/30/2025

NAME OF DISTRICT/BOARD

ADDITIONAL DETAILS

2022-2023 Actual	2023-2024 Estimated	2024-2025 Proposed	Pending Approval
---------------------	------------------------	-----------------------	---------------------

Add to Section

Description

DATA INPUT

[illegible]