

Proposed Budget

South Torrington Water and Sewer District											
<table style="width: 100%; border: none;"> <tr> <td style="width: 50%; border: none;"></td> <td style="width: 50%; text-align: right; border: none;">Budget Hearing Information</td> </tr> <tr> <td style="border: 1px solid black; padding: 2px;">371 East 6th Street</td> <td style="border: none; padding: 2px;">Location: 371 East 6th Street</td> </tr> <tr> <td style="border: 1px solid black; padding: 2px;">Torrington WY 82240</td> <td style="border: none; padding: 2px;">Date: July 2nd 2024</td> </tr> <tr> <td style="border: 1px solid black; padding: 2px;">307-532-3900</td> <td style="border: none; padding: 2px;">Time: 6 p.m.</td> </tr> <tr> <td style="border: 1px solid black; padding: 2px;">Goshen County</td> <td style="border: none; padding: 2px;">Budget Prepared by: Melody Sellers</td> </tr> </table>			Budget Hearing Information	371 East 6th Street	Location: 371 East 6th Street	Torrington WY 82240	Date: July 2nd 2024	307-532-3900	Time: 6 p.m.	Goshen County	Budget Prepared by: Melody Sellers
	Budget Hearing Information										
371 East 6th Street	Location: 371 East 6th Street										
Torrington WY 82240	Date: July 2nd 2024										
307-532-3900	Time: 6 p.m.										
Goshen County	Budget Prepared by: Melody Sellers										

S-A	BUDGET MESSAGE	W.S. 16-12-403 (c)
As our system ages we are having to replace many items needed for daily operations such as pumps and grinders, computers and software upgrades. Due to inflation the costs of our equipment as well as water and sewer system maintenance has gone up drastically.		
S-B	RESERVE DESCRIPTION	
Our reserves are kept for capitol reinvestment in the near future we will have to build a new building to house our equipment. We wil also need to purchase a new backhoe as well as a new work pickup.		

S-C																														
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="text-align: center;">Names of Board Members</th> <th style="text-align: center;">Date of End of Term</th> </tr> <tr><td>Ricardo Nelson</td><td>12/31/26</td></tr> <tr><td>Elizabeth Moore</td><td>12/31/24</td></tr> <tr><td>Juanita Lira</td><td>12/31/24</td></tr> <tr><td>Carolyn Rockwood</td><td>12/31/24</td></tr> <tr><td>Riobert Ramirez</td><td>12/31/26</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	Ricardo Nelson	12/31/26	Elizabeth Moore	12/31/24	Juanita Lira	12/31/24	Carolyn Rockwood	12/31/24	Riobert Ramirez	12/31/26													If Yes, enter Address of office: 371 East 6th Avenue City, State, Zip: Torrington WY 82240 Phone Number: 307-532-3900 Hours Open: M-F 6 a.m.-12 p.m.	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="padding: 2px;">Does the district have regular office hours exceeding 20 hours per week?</td> <td style="text-align: center; padding: 2px;">yes</td> </tr> <tr> <td colspan="2" style="height: 30px;"></td> </tr> </table>	Does the district have regular office hours exceeding 20 hours per week?	yes		
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Does the district have regular office hours exceeding 20 hours per week?	yes																													

Where are the minutes of your board meeting available for public review?	
371 East 6th Avenue	
How and where are the notices of meeting posted for the public?	
Newspaper	
Where are the public meetings held?	
371 E 6th Avenue	

PROPOSED BUDGET SUMMARY

OVERVIEW		2022-2023 Actual	2023-2024 Estimated	2024-2025 Proposed	Pending Approval
S-1	Total Budgeted Expenditures	\$496,199	\$497,475	\$574,875	\$574,875
S-2	Total Principal to Pay on Debt	\$0	\$0	\$0	\$0
S-3	Total Change to Restricted Funds	\$0	\$980	\$0	\$0
S-4	Total General Fund and Forecasted Revenues Available	\$676,413	\$756,875	\$859,000	\$859,000
S-5	Amount requested from County Commissioners	\$0	\$100,000	\$100,000	\$100,000
S-6	Additional Funding Needed :			\$0	\$0
	Projected Surplus:			\$284,125	\$284,125

REVENUE SUMMARY		2022-2023 Actual	2023-2024 Estimated	2024-2025 Proposed	Pending Approval
S-7	Operating Revenues	\$168,301	\$147,231	\$150,000	\$150,000
S-8	Tax levy (From the County Treasurer)	\$0	\$100,000	\$100,000	\$100,000
S-9	Government Support	\$0	\$0	\$0	\$0
S-10	Grants	\$0	\$0	\$0	\$0
S-11	Other County Support (Not from Co. Treas.)	\$0	\$0	\$0	\$0
S-12	Miscellaneous	\$7,348	\$9,860	\$9,000	\$9,000
S-13	Other Forecasted Revenue	\$0	\$0	\$0	\$0

S-14	Total Revenue	\$175,649	\$257,091	\$259,000	\$259,000
FY 7/1/24-6/30/25		South Torrington Water and Sewer 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	\$0	\$0	\$0	\$0
S-17	Administration	\$39,568	\$38,872	\$52,975	\$52,975
S-18	Operations	\$448,192	\$445,444	\$505,400	\$505,400
S-19	Indirect Costs	\$8,439	\$13,159	\$16,500	\$16,500
S-20R	Expenditures paid by Reserves	\$0	\$0	\$0	\$0
S-20	Total Expenditures	\$496,199	\$497,475	\$574,875	\$574,875

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
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S-22	TOTAL GENERAL FUNDS	\$500,764	\$499,784	\$600,000	\$600,000
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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	\$185,649	\$185,649	\$186,629	\$186,629
S-26	c. Bond Funds	\$0	\$0	\$0	\$0
	Total Reserves (a+b+c)	\$185,649	\$185,649	\$186,629	\$186,629
S-27	Amount to be added				
S-28	a. Sinking and Debt Service Funds	\$0	\$0	\$0	\$0
S-29	b. Reserves	\$0	\$980	\$0	\$0
S-30	c. Bond Funds	\$0	\$0	\$0	\$0
	Total to be added (a+b+c)	\$0	\$980	\$0	\$0
S-31	Subtotal	\$185,649	\$186,629	\$186,629	\$186,629
S-32	Less Total to be spent	\$0	\$0	\$0	\$0
S-33	TOTAL RESERVES AT END OF FISCAL YEAR	\$185,649	\$186,629	\$186,629	\$186,629

End of Summary

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

DISTRICT ADDRESS: 371 East 6th Street
Torrington WY 82240

PREPARED BY: Melody Sellers

DISTRICT PHONE: 307-532-3900

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

South Torrington Water and Sewer 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	\$100,000	\$100,000	\$100,000
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	\$168,301	\$147,231	\$150,000
R-3.2	Sales of Goods or Services	4300			
R-3.3	Other Assessments	4503			
R-3.4	Total Operating Revenues		\$168,301	\$147,231	\$150,000
R-4	Grants				
R-4.1	Direct Federal Grants	4201			
R-4.2	Federal Grants thru State Agencies	4201			
R-4.3	Grants from State Agencies	4211			
R-4.4	Total Grants		\$0	\$0	\$0
R-5	Miscellaneous Revenue				
R-5.1	Interest	4501	\$5,935	\$7,650	\$7,000
R-5.2	Other: Specify <u>Late Fees</u>	4500	\$1,413	\$2,210	\$2,000
R-5.3	Other: Additional _____				
R-5.4	Total Miscellaneous		\$7,348	\$9,860	\$9,000
R-5.5	Total Forecasted Revenue		\$175,649	\$157,091	\$159,000
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

South Torrington Water and Sewer District

FYE 6/30/2025

NAME OF DISTRICT/BOARD

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				
E-2.2 Secretary	7003				
E-2.3 Clerical	7004	\$19,013	\$15,760	\$20,000	\$20,000
E-2.4 Other (Specify)					
E-2.5 Temp Services	7005	\$100	\$240	\$300	\$300
E-2.6	7005				
E-2.7					
E-3 Board Expenses					
E-3.1 Travel	7011		\$506	\$700	\$700
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				
E-4.2 Accounting/Auditing	7022				
E-4.3 Other (Specify)					
E-4.4 Bond	7023	\$600	\$900	\$900	\$900
E-4.5 Board Compensation	7023	\$1,300	\$1,500	\$1,500	\$1,500
E-4.6					
E-5 Other Administrative Expenses					
E-5.1 Office Supplies	7031	\$2,062	\$1,642	\$3,000	\$3,000
E-5.2 Office equipment, rent & repair	7032	\$2,105	\$2,255	\$5,000	\$5,000
E-5.3 Education	7033				
E-5.4 Registrations	7034				
E-5.5 Other (Specify)					
E-5.6	7035				
E-5.7	7035				
E-5.8 see additional details		\$14,388	\$16,069	\$21,575	\$21,575
E-6 TOTAL ADMINISTRATION		\$39,568	\$38,872	\$52,975	\$52,975

Proposed Budget

South Torrington Water and Sewer District

FYE 6/30/2025

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 Conference registrations

E-8.4 Training

E-8.5

E-9 Operating supplies (List)

E-9.1 O&M Supplies

E-9.2 Tools

E-9.3 Safety & Uniforms

E-9.4 Fuel

E-9.5

E-10 Program Services (List)

E-10.1 Water Testing and Sampling

E-10.2 R&M O&M Equipment

E-10.3 Water System R&M

E-10.4 Sewer System R&M

E-10.5

E-11 Contractual Arrangements (List)

E-11.1 Building R&M

E-11.2 Equipment Rental

E-11.3

E-11.4

E-11.5

E-12 Other operations (Specify)

E-12.1 Water purchased from Torrington

E-12.2 Sewer Discharged to Torrington

E-12.3 Electricity

E-12.4 Telephone/Internet

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	\$39,069	\$33,782	\$45,000	\$45,000
7203				
7204				
7204				
7211				
7212	\$851	\$400	\$900	\$900
7212	\$200		\$300	\$300
7220	\$5,347	\$7,877	\$10,000	\$10,000
7220	\$178	\$225	\$5,000	\$5,000
7220	\$392	\$157	\$800	\$800
7220	\$3,117	\$2,636	\$4,500	\$4,500
7230	\$325	\$656	\$900	\$900
7230	\$12,328	\$288	\$10,000	\$10,000
7230	\$1,273	\$3,859	\$5,000	\$5,000
7230	\$5,773	\$18,722	\$15,000	\$15,000
7400	\$1,309	\$407	\$2,000	\$2,000
7400				
7400				
7400				
7450	\$45,604	\$45,296	\$55,000	\$55,000
7450	\$20,553	\$18,899	\$30,000	\$30,000
7450	\$4,299	\$3,473	\$6,000	\$6,000
7450	\$6,595	\$7,790	\$10,000	\$10,000
	\$300,978	\$300,978	\$305,000	\$305,000
	\$448,192	\$445,444	\$505,400	\$505,400

Proposed Budget

South Torrington Water and Sewer District

FYE 6/30/2025

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	\$828	\$600	\$1,000	\$1,000
E-14.2 Buildings and vehicles	7503	\$2,808	\$8,860	\$10,000	\$10,000
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 Combined Payroll Taxes	7516	\$4,803	\$3,699	\$5,500	\$5,500
E-15.8	7516				
E-15.9					
E-17 TOTAL INDIRECT COSTS		\$8,439	\$13,159	\$16,500	\$16,500

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				
D-1.2 Interest	6410				
D-1.3 Fees	6420				
D-2 TOTAL DEBT SERVICE		\$0	\$0	\$0	\$0

Proposed Budget

South Torrington Water and Sewer 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				
C-1.1	General Fund Checking	1010	\$113,099	\$113,099	
C-1.2	Savings and Investments	1040		\$0	
C-1.3	General Fund CD Balance	1050	\$387,665	\$387,665	\$600,000
C-1.4	All Other Funds	1020		\$0	
C-1.5	Reserves (From Below)		\$185,649	\$185,649	\$186,629
C-1.6	Total Estimated Cash and Investments on Hand		\$686,413	\$686,413	\$786,629
C-2	General Fund Reductions:				
C-2.1	a. Unpaid bills at FYE	2010			
C-2.2	b. Reserves		\$185,649	\$186,629	\$186,629
C-2.3	Total Deductions (a+b)		\$185,649	\$186,629	\$186,629
C-2.4	Estimated Non-Restricted Funds Available		\$500,764	\$499,784	\$600,000

DOA Chart
of Accounts

SINKING & DEBT SERVICE FUNDS

1070

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

RESERVES

1090

		2022-2023	2023-2024	2024-2025	Pending
		Actual	Estimated	Proposed	Approval
C-4					
C-4.1	Beginning Balance in Reserve Account (end of previous year)	\$185,649	\$185,649	\$186,629	\$186,629
C-4.2	Date of Reserve Approval in Minutes: Interest Income				
C-4.3	Amount to be added to the reserve		\$980		
C-4.4	Date of Reserve Approval in Minutes:				
C-4.5	SUB-TOTAL	\$185,649	\$186,629	\$186,629	\$186,629
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	\$185,649	\$186,629	\$186,629	\$186,629

BOND FUNDS

1060

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