

Broken Wheel Ranch ISD Public Meeting Agenda
June 14, 2018, 6pm
188 Chokecherry Drive, Alpine, WY 83128

1. Call to Order
2. ISD Members Present
3. Approval of February 8, 2018, Minutes
4. Treasurer's Report
4. Discussion of proposed fiscal year 2019 budget:
 - a. Resolution No. 2018-2
5. Approval of Adjournment

MINTUES OF BROKEN WHEEL RANCH ISD PUBLIC MEETING

June 14, 2018, 6pm

188 Chokecherry Drive, Alpine, WY

Members Present: Nick Cummings, Robert Austin, and Dorrene BrownButterfield

Call to Order: Meeting was called to order by Nick Cummings at 6:18pm

Minutes: The minutes of the February 8, 2018, public meeting were reviewed, approved unanimously, and signed.

Treasurer's Report: The Treasurer's Report was reviewed and approved unanimously.

Resolutions:

Resolution No. 2018-2 (proposed FY19 budget) was discussed.

Resolution No. 2018-2 was approved unanimously.

Approval of Adjournment: All parties approved adjournment at 6:34pm.

Respectfully Submitted by Dorrene BrownButterfield, Secretary

Approval of Minutes:



Robert Austin, Treasurer

06/20/2019
Date

Brooken Wheel ISD 2018-2019 Proposed Budget

	<u>Income</u>	<u>Expenses</u>
Tax Levy	\$ 8,352	
Water Bills	\$ 7,680	
Legal		\$ 3,000
Office Supplies		\$ 250
Office Equipment		\$ 250
SV Water Systems		\$ 1,500
Afton Lab		\$ 444
SVI Media		\$ 1,000
Totals	\$ 16,032	\$ 6,444

Cash in bank	\$15,755.90
Cash Committed	<u>\$ 6,005.71</u>
Net	\$ 9,750.19


RESOLUTION NO. 2018-2

A RESOLUTION BY THE BOARD OF DIRECTORS OF THE BROKEN WHEEL RANCH IMPROVEMENT SERVICE DISTRICT OF INTENT TO SET THE BUDGET FOR FISCAL YEAR 2019

WHEREAS, the Board of Directors of the Broken Wheel Ranch Improvement Service District conducted a public hearing on June 14, 2018, at 6:00 pm at 188 Chokecherry Drive, Alpine, WY, for the purpose of presenting this Resolution and hearing any public comments and/or objections to the proposed FY19 budget.


NOW THEREFORE the Board of Directors of the Broken Wheel Ranch Improvement Service District hereby announces its intention to:

- 1) Approve the proposed budget for FY19 (see attached).



Nick Cummings, President

Attest:



Robert Austin, Treasurer

Proposed Budget

Broken Wheel Ranch Improvement and Service District	
<small>Budget Hearing Information</small>	
PO Box 3573	Location: Alpine, WY
Alpine, WY 83128	Date: 6/28/2018
	Time: TBA
Lincoln County	Budget Prepared by: Robert Austin

S-A BUDGET MESSAGE W.S. 16-4-104(d)

The Broken Wheel Ranch Improvement and Service District is a new District created to develop a new well for the Broken Wheel Ranch subdivision. The current well fails to meet the needs of the subdivision on occasion and will not support any new growth. An engineering study was conducted and plans made to drill a new well and install necessary infrastructure. Funding has been secured and a District formed. Progress on the project has been slowed when trying to secure property on which to drill the new well. Unrealistic expectations on the part of property owners had us approaching several properties where there are good expectations of finding sufficient water. We are currently in negotiations with a property owner and are further in the process than with past negotiations. As soon as land is secured for the well, progress will continue on the plan.

S-B RESERVE DESCRIPTION

S-C

Names of Board Members	Date of End of Term
Nick Cummings	1/17/19
Dorrene Butterfield	1/17/19
Robert Austin	1/17/21

Does the district have regular office hours exceeding 20 hours per week? No

If no above: Are the records on file with the County Clerk as required by W.S. 16-12-303(c)? Yes

Where are the minutes of your board meeting available for public review?
Residence

How and where are the notices of meeting posted for the public?
Star Valley Independent

Where are the public meetings held?
Residence

PROPOSED BUDGET SUMMARY

OVERVIEW		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
S-1	Total Budgeted Expenditures	\$0	\$0	\$46,444	\$46,444
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	\$0	\$0	\$697,488	\$697,488
S-5	<i>Amount requested from County Commissioners</i>	\$0	\$0	\$8,352	\$8,352
S-6	Additional Funding Needed :			\$0	\$0

REVENUE SUMMARY		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
S-7	Operating Revenues	\$0	\$0	\$0	\$0
S-8	Tax levy (From the County Treasurer)	\$0	\$0	\$8,352	\$8,352
S-9	Government Support	\$0	\$0	\$0	\$0
S-10	Grants	\$0	\$0	\$673,615	\$673,615
S-11	Other County Support (Not from Co. Treas.)	\$0	\$0	\$0	\$0
S-12	Miscellaneous	\$0	\$0	\$0	\$0
S-13	Other Forecasted Revenue	\$0	\$0	\$7,680	\$7,680
S-14	Total Revenue	\$0	\$0	\$689,647	\$689,647

FY 7/1/18-6/30/19 Brocken Wheel Ranch Improvement and Service District

EXPENDITURE SUMMARY		2016-2017 Actual	2017-2018 Estimated	2018-2019 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	\$0	\$0	\$3,500	\$3,500
S-18	Operations	\$0	\$0	\$42,944	\$42,944
S-19	Indirect Costs	\$0	\$0	\$0	\$0
S-20	Total Expenditures	\$0	\$0	\$46,444	\$46,444

DEBT SUMMARY		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
S-21	Principal Paid on Debt	\$0	\$0	\$0	\$0

CASH AND INVESTMENTS		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
S-22	TOTAL GENERAL FUNDS	\$0	\$0	\$7,841	\$7,841

Summary of Reserve Funds					
S-23	Beginning Balance in Reserve Accounts				
S-24	a. Depreciation Reserve	\$0	\$0	\$0	\$0
S-25	b. Other Reserve	\$0	\$0	\$0	\$0
S-26	c. Emergency Reserve (Cash)	\$0	\$0	\$0	\$0
	Total Reserves (a+b+c)	\$0	\$0	\$0	\$0
S-27	Amount to be added				
S-28	a. Depreciation Reserve	\$0	\$0	\$0	\$0
S-29	b. Other Reserve	\$0	\$0	\$0	\$0
S-30	c. Emergency Reserve (Cash)	\$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 3573
Alpine, WY 83128

PREPARED BY: Robert Austin

DISTRICT PHONE: _____

Proposed Budget

Brocken Wheel Ranch Improvement and Service Dist

FYE 6/30/2019

NAME OF DISTRICT/BOARD

PROPERTY TAXES AND ASSESSMENTS

		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
R-1	Property Taxes and Assessments Received				
R-1.1	Tax Levy (From the County Treasurer)			\$8,352	\$8,352
R-1.2	Other County Support				

FORECASTED REVENUE

		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
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	\$0	\$0	\$0	\$0
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	\$0	\$0	\$0	\$0
R-4	Grants				
R-4.1	Direct Federal Grants			\$100,000	\$100,000
R-4.2	Federal Grants thru State Agencies			\$45,052	\$45,052
R-4.3	Grants from State Agencies			\$528,563	\$528,563
R-4.4	Total Grants	\$0	\$0	\$673,615	\$673,615
R-5	Miscellaneous Revenue				
R-5.1	Interest				
R-5.2	Other: Specify				
R-5.3	Other: Additional				
R-5.4	Total Miscellaneous	\$0	\$0	\$0	\$0
R-5.5	Total Forecasted Revenue	\$0	\$0	\$673,615	\$673,615
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	<u>Monthly Water Bill</u>			\$7,680	\$7,680
R-6.4	_____				
R-6.5	_____				
R-6.6	Total Other Forecasted Revenue (a+b)	\$0	\$0	\$7,680	\$7,680

Proposed Budget

Brocken Wheel Ranch Improvement and Service District
NAME OF DISTRICT/BOARD

FYE 6/30/2019

CAPITAL OUTLAY BUDGET

		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
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	_____				
E-1.6	_____				
E-1.7	_____				
E-1.8	TOTAL CAPITAL OUTLAY	\$0	\$0	\$0	\$0

ADMINISTRATION BUDGET

		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
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			\$3,000	\$3,000
E-4.2	Accounting/Auditing				
E-4.3	Other (Specify)				
E-4.4	_____				
E-4.5	_____				
E-4.6	_____				
E-5	Other Administrative Expenses				
E-5.1	Office Supplies			\$250	\$250
E-5.2	Office equipment, rent & repair			\$250	\$250
E-5.3	Education				
E-5.4	Registrations				
E-5.5	Other (Specify)				
E-5.6	_____				
E-5.7	_____				
E-5.8	_____				
E-6	TOTAL ADMINISTRATION	\$0	\$0	\$3,500	\$3,500

Proposed Budget

Brocken Wheel Ranch Improvement and Service District

FYE 6/30/2019

OPERATIONS BUDGET

			2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
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	_____					
E-9.2	_____					
E-9.3	_____					
E-9.4	_____					
E-9.5						
E-10	Program Services (List)					
E-10.1	_____					
E-10.2	_____					
E-10.3	_____					
E-10.4	_____					
E-10.5						
E-11	Contractual Arrangements (List)					
E-11.1	Sunrise Engineering			\$40,000	\$40,000	
E-11.2	_____					
E-11.3	_____					
E-11.4	_____					
E-11.5						
E-12	Other operations (Specify)					
E-12.1	Star Valley Water System			\$1,500	\$1,500	
E-12.2	Town of Afton Laboratory			\$444	\$444	
E-12.3	SVI Media			\$1,000	\$1,000	
E-12.4	_____					
E-12.5						
E-13	TOTAL OPERATIONS		\$0	\$0	\$42,944	\$42,944

Proposed Budget

Brocken Wheel Ranch Improvement and Service District

FYE 6/30/2019

INDIRECT COSTS BUDGET

			2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
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-16	Depreciation Expenses					
E-17	TOTAL INDIRECT COSTS		\$0	\$0	\$0	\$0

DEBT SERVICE BUDGET

			2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
D-1	Debt Service					
D-1.1	Principal					
D-1.2	Interest					
D-1.3	Fees					
D-2	TOTAL DEBT SERVICE		\$0	\$0	\$0	\$0

Proposed Budget

Brocken Wheel Ranch Improvement and Service Dist
NAME OF DISTRICT/BOARD

FYE 6/30/2019

GENERAL FUNDS

		End of Year	Beginning	Beginning	
		2016-2017	2017-2018	2018-2019	Pending
		Actual	Estimated	Proposed	Approval
C-1	Balances at Beginning of Fiscal Year				
C-1.1	General Fund Checking Account Balance		\$0	\$7,841	\$7,841
C-1.2	Savings and Investments Account Balance		\$0		
C-1.3	General Fund CD Balance		\$0		
C-1.4	All Other Funds		\$0		
C-1.5	Reserves (From Below)	\$0	\$0	\$0	\$0
C-1.6	Total Estimated Cash and Investments on Hand	\$0	\$0	\$7,841	\$7,841
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	\$0	\$0	\$7,841	\$7,841

DEPRECIATION RESERVE (CAPITAL OUTLAY - REPLACEMENT)

		2016-2017	2017-2018	2018-2019	Pending
		Actual	Estimated	Proposed	Approval
C-3					
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	\$0
C-3.6	Identify the amount to be spent from "Reserve for Capital Outlay"				
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 in Depreciation Reserve Account	\$0	\$0	\$0	\$0

OTHER RESTRICTED FUND BALANCES - RESERVE (LEGALLY ENFORCED)

		2016-2017	2017-2018	2018-2019	Pending
		Actual	Estimated	Proposed	Approval
C-4					
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	\$0
C-4.6	Identify the amount and project to be spent from "Other"				
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 in Other Reserve Account	\$0	\$0	\$0	\$0

ASSIGNED FUND BALANCE (EMERGENCY RESERVE - NOT COMMITTED)

		2016-2017	2017-2018	2018-2019	Pending
		Actual	Estimated	Proposed	Approval
C-5					
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	\$0
C-5.6	Amount to be spent from Emergency Reserve (Cash)				
C-5.7	<i>Date of Reserve Approval in Minutes:</i> _____				
C-5.8	Balance to be retained in Assigned Fund Balance	\$0	\$0	\$0	\$0
C-5.9	TOTAL TO BE SPENT	\$0	\$0	\$0	\$0

