

Broken Wheel Ranch ISD Public Meeting Agenda
May 28, 2020, 7pm
188 Chokecherry Drive, Alpine, WY 83128

1. Call to order
2. ISD members present
3. Approval of June 20, 2019, minutes
4. General update on well project
5. Discussion of FY 20 tax assessment (remains the same):
 - a. Resolution 2020-1
6. Discussion of FY21 proposed budget:
 - a. Resolution 2020-2
- . Approval of adjournment

SIGN-IN SHEET

Address

348 HANTHOR N

348 HAWTHORN

260 Hawthorn

164 Hawthorn

400 Aspen Lane

265 Hawthorn

RESOLUTION NO. 2020-1

A RESOLUTION BY THE BOARD OF DIRECTORS OF THE BROKEN WHEEL RANCH IMPROVEMENT SERVICE DISTRICT OF INTENT TO PROVIDE FOR SPECIAL ASSESSMENT

WHEREAS, the Board of Directors of the Broken Wheel Ranch Improvement Service District, pursuant to Wyoming Statutes §§18-12-116 and 18-12-117, conducted a public hearing on May 28, 2020, 7pm, at 188 Chokecherry Drive, Alpine, WY, for the purpose of presenting this Resolution and hearing any public comments and/or objections to the special assessment.

NOW THEREFORE the Board of Directors of the Broken Wheel Ranch Improvement Service District, pursuant to Wyoming Statutes §18-12-116 and §18-12-117, hereby announces its intention to provide for a special assessment as follows:

- 1) The nature of the improvement proposed:
 - a. Improvements are needed to the culinary water system as described in the 2016 WWDC Level I Study (Study) completed by Sunrise Engineering, Inc. Since the completion of the Study, the water system has experienced shortages in water supply resulting in immediate need to drill a new water well source, as well address the deficiencies identified in the Study.
- 2) The extent of the district to be improved:
 - a. The proposed improvements will be of a benefit to the entire ISD.
- 3) The probable cost of the improvement is:
 - a. It is estimated that the total cost of the Project will be ONE MILLION AND FIFTEEN THOUSAND DOLLARS (\$1,015,000).
 - b. Funding from the following sources has been obtained:
 - i. Wyoming Water Development Commission - \$528,563 Grant
 - ii. Department of Agriculture, Rural Development - \$100,000 Grant
 - iii. State Revolving Fund - \$45,051.59 Grant, \$341,385.41 Loan (30 year loan at 2.5%)
- 4) The probable cost per unit of measurement as shown by the estimates of the qualified engineer:
 - a. The District is responsible for an estimated annual repayment of \$16,310.57, resulting in an annual assessment of \$450.00 per lot.



Robert Austin, Treasurer

Attest:



Dorrene BrownButterfield, Secretary

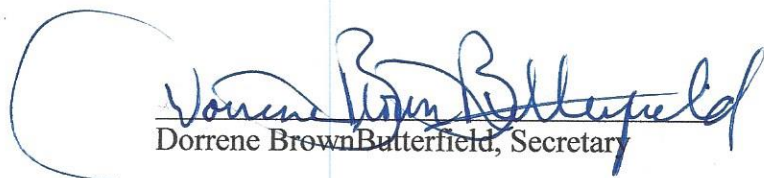
RESOLUTION NO. 2020-2

**A RESOLUTION BY THE BOARD OF DIRECTORS OF THE BROKEN WHEEL
RANCH IMPROVEMENT SERVICE DISTRICT OF INTENT TO SET THE
BUDGET FOR FISCAL YEAR 2021**

WHEREAS, the Board of Directors of the Broken Wheel Ranch Improvement Service District conducted a public hearing on May 28, 2020, 7pm, at 188 Chokecherry Drive, Alpine, WY, for the purpose of presenting this Resolution and hearing any public comments and/or objections to the proposed FY21 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 FY21 (see attached).


Dorrene Brown Butterfield, Secretary

Attest:


Robert Austin, Treasurer

PROPOSED BUDGET SUMMARY

OVERVIEW		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
S-1	Total Budgeted Expenditures	\$0	\$81,250	\$309,110	\$309,110
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	\$30,108	\$711,403	\$1,057,449	\$1,057,449
S-5	Amount requested from County Commissioners	\$8,352	\$8,352	\$8,352	\$8,352
S-6	Additional Funding Needed :			\$0	\$0

REVENUE SUMMARY		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
S-7	Operating Revenues	\$0	\$0	\$0	\$0
S-8	Tax levy (From the County Treasurer)	\$8,352	\$8,352	\$8,352	\$8,352
S-9	Government Support	\$0	\$0	\$363,231	\$363,231
S-10	Grants	\$0	\$673,615	\$655,464	\$655,464
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	\$7,680	\$7,680	\$7,680
S-14	Total Revenue	\$8,352	\$689,647	\$1,034,727	\$1,034,727

Broken Wheel Ranch Improvement & Service District

EXPENDITURE SUMMARY		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
S-15	Capital Outlay	\$0	\$75,000	\$300,000	\$300,000
S-16	Interest and Fees On Debt	\$0	\$0	\$0	\$0
S-17	Administration	\$0	\$6,250	\$5,150	\$5,150
S-18	Operations	\$0	\$0	\$3,960	\$3,960
S-19	Indirect Costs	\$0	\$0	\$0	\$0
S-20R	Expenditures paid by Reserves	\$0	\$0	\$0	\$0
S-20	Total Expenditures	\$0	\$81,250	\$309,110	\$309,110

DEBT SUMMARY		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
S-21	Principal Paid on Debt	\$0	\$0	\$0	\$0

CASH AND INVESTMENTS		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
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S-22	TOTAL GENERAL FUNDS	\$21,756	\$21,756	\$22,722	\$22,722
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Summary of Reserve Funds

S-23	Beginning Balance in Reserve Accounts				
S-24	a. Sinking and Debt Service Funds	\$12,008	\$12,008	\$12,008	\$12,008
S-25	b. Reserves	\$0	\$0	\$0	\$0
S-26	c. Bond Funds	\$0	\$0	\$0	\$0
	Total Reserves (a+b+c)	\$12,008	\$12,008	\$12,008	\$12,008
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	\$12,008	\$12,008	\$12,008	\$12,008
S-32	Less Total to be spent	\$0	\$0	\$0	\$0
S-33	TOTAL RESERVES AT END OF FISCAL YEAR	\$12,008	\$12,008	\$12,008	\$12,008

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: 307/883-1781

Proposed Budget

Broken Wheel Ranch Improvement & Service District
NAME OF DISTRICT/BOARD

FYE 6/30/2021

PROPERTY TAXES AND ASSESSMENTS

		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
R-1	Property Taxes and Assessments Received				
R-1.1	Tax Levy (From the County Treasurer)	\$8,352	\$8,352	\$8,352	\$8,352
R-1.2	Other County Support				

FORECASTED REVENUE

		2018-2019 Actual	2019-2020 Estimated	2020-2021 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) <u>SRF Loan</u>			\$363,231	\$363,231
R-2.5	Total Government Support	\$0	\$0	\$363,231	\$363,231
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	\$85,794	\$85,794
R-4.2	Federal Grants thru State Agencies		\$45,052		
R-4.3	Grants from State Agencies		\$528,563	\$569,670	\$569,670
R-4.4	Total Grants	\$0	\$673,615	\$655,464	\$655,464
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	\$673,615	\$1,018,695	\$1,018,695
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	\$7,680
R-6.4					
R-6.5					
R-6.6	Total Other Forecasted Revenue (a+b)	\$0	\$7,680	\$7,680	\$7,680

Proposed Budget

Broken Wheel Ranch Improvement & Service District
NAME OF DISTRICT/BOARD

FYE 6/30/2021

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	Drill Well
E-1.6	
E-1.7	
E-1.8	TOTAL CAPITAL OUTLAY

2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
	\$75,000	\$110,000	\$110,000
		\$190,000	\$190,000
\$0	\$75,000	\$300,000	\$300,000

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	Malware Protection
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	
E-5.7	
E-5.8	

E-6 TOTAL ADMINISTRATION

2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
	\$6,000	\$3,000	\$3,000
		\$1,500	\$1,500
		\$150	\$150
	\$250	\$250	\$250
		\$250	\$250
\$0	\$6,250	\$5,150	\$5,150

MINTUES OF BROKEN WHEEL RANCH ISD PUBLIC MEETING

May 28, 2020, 7pm
188 Chokecherry Drive, Alpine, WY

Members Present: Robert Austin, Dorrene BrownButterfield, Ada Austin, Eva Perrigo, Mark Mosgeller, Dawn Manfredi, Peggy Gwin, Tonya Penning, Dave Penning

Board Members Present: Robert Austin, Dorrene BrownButterfield

Call to Order: Meeting was called to order by Robert Austin at 7pm.

Minutes: The minutes of the June 20, 2019, public meeting were reviewed, approved unanimously, and signed.

Resolutions:

Resolution No. 2020-1 (reestablishing the \$450 per lot tax assessment per state statute requirements) was discussed.

Resolution No. 2020-1 was approved unanimously.

Resolution No. 2020-2 (setting the FY21 budget) was discussed.

Resolution No. 2020-2 was approved unanimously.

Approval of Adjournment: All parties approved adjournment at 7:40pm.

Respectfully Submitted by Dorrene BrownButterfield, Secretary

Approval of Minutes:

Peggy Gwin, President

Date

Robert Austin, Treasurer

Date

Proposed Budget

Broken Wheel Ranch Improvement & Service District
NAME OF DISTRICT/BOARD

FYE 6/30/2021

GENERAL FUNDS

	End of Year 2018-2019 Actual	Beginning 2019-2020 Estimated	Beginning 2020-2021 Proposed	Pending Approval
C-1 Balances at Beginning of Fiscal Year				
C-1.1 General Fund Checking Account Balance	\$21,756	\$21,756	\$22,722	\$22,722
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)	\$12,008	\$12,008	\$12,008	\$12,008
C-1.6 Total Estimated Cash and Investments on Hand	\$33,764	\$33,764	\$34,730	\$34,730
C-2 General Fund Reductions:				
C-2.1 a. Unpaid bills at FYE				
C-2.2 b. Reserves	\$12,008	\$12,008	\$12,008	\$12,008
C-2.3 Total Deductions (a+b)	\$12,008	\$12,008	\$12,008	\$12,008
C-2.4 Estimated Non-Restricted Funds Available	\$21,756	\$21,756	\$22,722	\$22,722

SINKING & DEBT SERVICE FUNDS

	2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
C-3				
C-3.1 Beginning Balance in Reserve Account (end of previous year)	\$12,008	\$12,008	\$12,008	\$12,008
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	\$12,008	\$12,008	\$12,008	\$12,008
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	\$12,008	\$12,008	\$12,008	\$12,008

RESERVES

	2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
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

BOND FUNDS

	2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending 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

MINTUES OF BROKEN WHEEL RANCH ISD PUBLIC MEETING

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Resolution No. 2020-2 was approved unanimously.

Approval of Adjournment: All parties approved adjournment at 7:40pm.

Respectfully Submitted by Dorrene BrownButterfield, Secretary

Approval of Minutes:



Peggy Gwin, President

5/29/21
Date



Robert Austin, Treasurer

5/27/21
Date