### 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

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

## SIGN-IN SHEET

Name	Address
BOB AUSTIN	348 HANTHORK
ADA AUSTIN	348 HAWTHORN
Bur PEMPLOO FMARKEYC	260 HAWTHORN
Dawn Manfredi	164 Hawthorn
	400 Aspen Lane
Tonya + Dave Penning	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 Resoultion 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 Resoultion 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 BrownButterfield, Secretary

Attest:

Robert Austin Treasurer

## **Proposed Budget**

				THE RESIDENCE OF THE PARTY OF T
	Broken Wheel Ran	ch Impovement & Serv	vice District	
			Budget Hearing Info	ormation
PO Box 3573		Locatio	n: 188 Chokecherry Dr., Alpine, V	MY
Alpine, WY 83128		Dat	e: 5/29/2020	
307/883-1781		Tim	e: 7:00 PM	
Lincoln County		Budget Prepared b	y: Robert Austin	
S-A BUDGET MESSAGE				W.S. 16-4-104(d)
needs of the District. Due to ged	ological characterisitics of the owed us to secure proposed	e District, we have been force	the current well is not sufficient to d to seek a well site outside the b nue to search for a site that has p	oundaries of the
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S-B RESERVE DESCRIP	TION			
Copy on file at www.brokenwhee	Iranchpoa.com.			
S-C	T	[5 " " ·		
Names of Board Members	Date of End		ict have regular office hours	
Mark Manfredi	of Term 1/17/21	exceeding 20	hours per week?	No
Dorreen Butterfield	1/17/21			
Robert Austin	1/17/21			
Trobbit / tdbtill	177721			
		L		
		If no above: Are the record	s on file with the	
		County Clerk	as required by	
		W.S. 16-12-30	03(c)?	Yes
\Albana and the	al and a Control of the Control			
Where are the minutes of your board	d meeting available for publ	ic review?		
Upon Request				
How and where are the notices of m	neeting poeted for the public	2		
Star Valley Independent	reening posted for the public			-
otal validy madpendent				
Where are the public meetings held	?			
Volunteered residences.				

	PROPOSED BUDG	ET SUMMA	RY		
OVER	RVIEW	2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approva
-1	Total Budgeted Expenditures	\$0	\$81,250	\$309,110	
-2	Total Principal to Pay on Debt	\$0	\$0	\$0	
-3	Total Change to Restricted Funds	\$0	\$0	\$0	
-4	Total General Fund and Forecasted Revenues Available	\$30,108	\$711,403	\$1,057,449	\$4467
-5					
CONTRACTOR	Amount requested from County Commissioners	\$8,352	\$8,352	\$8,352	
-6	Additional Funding Needed :			\$0	
REVE	ENUE SUMMARY	2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approva
-7	Operating Revenues	\$0	\$0	\$0	
6-8	Tax levy (From the County Treasurer)	\$8,352	\$8,352	\$8,352	
6-9	Government Support	\$0	\$0	\$363,231	
5-10	Grants	\$0	\$673,615	\$655,464	
5-11	Other County Support (Not from Co. Treas.)	\$0	\$0	\$0	
S-12	Miscellaneous	\$0	\$0	\$0	
-13	Other Forecasted Revenue	\$0	\$7,680	\$7,680	\$7
-14 V 7/1/2	Total Revenue 0-6/30/21	\$8,352	\$689,647	\$1,034,727 ch Impovement &	Si (ila
		2018-2019	2019-2020		
EXPE	NDITURE SUMMARY	Actual	Estimated	2020-2021 Proposed	Pending Approva
G-15	Capital Outlay	\$0	\$75,000	\$300,000	\$300
S-16	Interest and Fees On Debt	\$0	\$0	\$0	
5-17	Administration	\$0	\$6,250	\$5,150	
S-18	Operations	\$0	\$0	\$3,960	
S-19	Indirect Costs	\$0	\$0	\$0	
S-20R	Expenditures paid by Reserves	\$0	\$0	\$0	
S-20	Total Expenditures	\$0	\$81,250	\$309,110	8096
DEBT	SUMMARY	2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approva
6-21	Principal Paid on Debt	\$0	\$0	\$0	
CASH	AND INVESTMENTS	2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending
	TOTAL OFFICE ALLEGA	4.		Proposed	Approva
5-22	TOTAL GENERAL FUNDS	\$21,756	\$21,756	\$22,722	822
Summar S-23	y of Reserve Funds  Beginning Balance in Reserve Accounts		¥		
6-24	a. Sinking and Debt Service Funds	\$12,008	\$12,008	\$12,008	\$12.
6-25	b. Reserves	\$0	\$0	\$0	
S-26	c. Bond Funds	\$0	\$0	\$0	
	Total Reserves (a+b+c)	\$12,008	\$12,008	\$12,008	1 2 2
5-27	Amount to be added				
S-28 S-29	Sinking and Debt Service Funds     Reserves	\$0	\$0	\$0	
S-30	c. Bond Funds	\$0 \$0	\$0 \$0	\$0 \$0	
, 00	Total to be added (a+b+c)	\$0	\$0	\$0	
S-31	Subtotal	\$12,008	\$12,008	\$12,008	\$49
5-32	Less Total to be spent	\$0	\$0	\$0	
S-33	TOTAL RESERVES AT END OF FISCAL YEAR	\$12,008	\$12,008	\$12,008	T THE
				Store ON MOREOVEC INC	End of Sumn
Budget C	Officer / District Official (if not same as "Submitted by")	-	Date adopted by	Special District _	58N8
DISTRI	CT ADDRESS: DO Doy 2572		DEDARED DV	Dohod A	
או פוט	CT ADDRESS: PO Box 3573 Alpine, WY 83128	P	REPARED BY: I	Kopeπ Austin	
D10-	PICT PLONE. 207/092 4764				
DIST	RICT PHONE: 307/883-1781				

Prepared in compliance with the Uniform Municipal Fiscal Procedures Act (W.S. 16-4-101 through 124) as it applies.

1/23/19 Form approved by Wyoming Department of Audit, Public Funds Division

### **Proposed Budget**

Broken Wheel Ranch Impovement & Service District

NAME OF DISTRICT/BOARD

FYE 6/30/2021

#### PROPERTY TAXES AND ASSESSMENTS

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

#### FORECASTED REVENUE 2018-2019 2019-2020 2020-2021 Pending Actual Estimated Proposed 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) SRF Loan \$363,231 R-2.5 Total Government Support \$0 \$0 \$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 R-4 Grants R-4.1 **Direct Federal Grants** \$100,000 \$85,794 Federal Grants thru State Agencies R-4.2 \$45,052 R-4.3 Grants from State Agencies \$528,563 \$569,670 R-4.4 **Total Grants** \$0 \$673,615 \$655,464 Miscellaneous Revenue R-5 R-5.1 Interest R-5.2 Other: Specify R-5.3 Other: Additional R-5.4 **Total Miscellaneous** \$0 \$0 \$0 R-5.5 **Total Forecasted Revenue** \$0 \$673,615 \$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 Monthly Water Bill \$7,680 \$7,680 R-6.4 R-6.5 R-6.6 Total Other Forecasted Revenue (a+b) \$0 \$7,680 \$7,680

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		A 1882 A	
E-1.7			
E-1.8	TOTAL CAPITAL	OUTLAY	

2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
	\$75,000	\$110,000	\$110.00
		\$190,000	
\$0	\$75,000	\$300,000	\$300,00

#### ADMINISTRATION BUDGET

E-2	Personnel Service	es
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	<b>Board Expenses</b>	
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 Servi	ces
E-4.1		Legal
E-4.2		Accounting/Auditing
E-4.3		Other (Specify)
E-4.4		Malware Protection
E-4.5		George Control of the
E-4.6		
E-5	Other Administrat	ive 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		3.
E-5.8		
E-6	TOTAL ADMINIST	RATION

2018-2019	2019-2020	2020-2021	Pending
Actual	Estimated	Proposed	Approval
	C.V.		
<b>公里的第三人称单</b>	\$6,000	£2,000	
	\$0,000	\$3,000 \$1,500	
		\$150	
	\$250	\$250	\$250
		\$250	\$250
			3.0
60	86.050	05 450	0.5 252
\$0	\$6,250	\$5,150	\$5,150

FYE 6/30/2021

#### **OPERATIONS BUDGET**

E-7	Personnel Services
E-7.1	WagesOperations
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	V
E-10.5	
E-11	Contractual Arrangements (List)
E-11.1	Well Master
E-11.2	Water Test
E-11.3	Utilities
E-11.4 E-11.5	(
E-11.5	Other energians (Cassife)
E-12.1	Other operations (Specify)
E-12.1	US Postal Service SVI Media
E-12.3	SVI Wedia
E-12.4	
E-12.5	-
E-13	TOTAL OPERATIONS

2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
		\$1,560	\$1,500
		\$500 \$300	\$500 \$300
		6100	
		\$100 \$1,500	\$1,500 \$1,500
\$0	\$0	\$3,960	10 10 10 10 10 10 10 10 10 10 10 10 10 1

FYE 6/30/2021

#### INDIRECT COSTS BUDGET

		2018-2019 Actual	2019-2020 Estimated	2020-2021 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)	200 E00 E00 E00 E00 E00 E00 E00 E00 E00	7817		
E-14,5		A STATE OF THE PARTY OF THE PAR			
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-17	TOTAL INDIRECT COSTS	\$0	\$0	\$0	\$0

#### DEBT SERVICE BUDGET

		2018-2019 Actual	2019-2020 Estimated	2020-2021 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	\$(

#### 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

<u>Call to Order</u>: 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 Impovement & Service District

NAME OF DISTRICT/BOARD

C-5.9 TOTAL TO BE SPENT

FYE 6/30/2021

\$0

\$0

GENE	RAL FUNDS				
		End of Year	Beginning	Beginning	
C-1	Polonoco et Poginning of Figure Vege	2018-2019	2019-2020	2020-2021	Pending
C-1.1	Balances at Beginning of Fiscal Year General Fund Checking Account Balance	Actual	Estimated	Proposed	Approval
C-1.1		\$21,75		\$22,722	
	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)	\$12,00	8 \$12,008	\$12,008	
C-1.6	Total Estimated Cash and Investments on Hand	\$33,76	\$33,764	\$34,730	8.94,73
C-2	General Fund Reductions:				
C-2.1	a. Unpaid bills at FYE		Т		
C-2.2	b. Reserves	\$12,00	8 \$12,008	\$12,008	
C-2.3	Total Deductions (a+b)	\$12,00		\$12,008	
C-2.4	Estimated Non-Restricted Funds Available	\$21,75		\$22,722	535 99
		Ψ2.1,10	0  \$21,730	VZZ,1ZZ	V/4-1/12
SINKII	NG & DEBT SERVICE FUNDS	The state of the s			
		2018-2019	2019-2020	2020-2021	Pending
C-3		Actual	Estimated	Proposed	Approval
C-3.1	Beginning Balance in Reserve Account (end of previous year)	\$12,00		\$12,008	510 M
C-3.2	Date of Reserve Approval in Minutes:	7.2,50		¥.5,009	
C-3.3	Amount to be added to the reserve				
C-3.4	Date of Reserve Approval in Minutes:				
C-3.5	SUB-TOTAL	\$12,00	8 \$12,008	\$12,008	
C-3.6	Identify the amount and project to be spent		0 012,000	412,000	
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)	S	0 \$0	\$0	
C-3.12	Balance to be retained	\$12,00		\$12,008	\$12.00
RESEI	RVFS				
			AND THE RESERVE AND THE PROPERTY OF THE PROPER		
		2018-2019	2019-2020	2020-2021	Pending
C-4		Actual	Estimated	Proposed	Approval
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:	<b>经</b> 专业 医全型		100	
C-4.5	SUB-TOTAL	\$1	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	
C-4.12	Balance to be retained	\$6	0 \$0	\$0	\$
BOND	FUNDS				
			1		
		2018-2019	2019-2020	2020-2021	Pending
C-5	Designing Palance in Desays Av. 17 15	Actual	Estimated	Proposed	Approval
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	
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	5

## MINTUES OF BROKEN WHEEL RANCH ISD PUBLIC MEETING May 28, 2020, 7pm 188 Chokecherry Drive, Alpine, WY

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Board Members Present: Robert Austin, Dorrene BrownButterfield

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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:  $\begin{array}{c}
Peggy & \text{Furn} \\
\text{Peggy Gwin, President}
\end{array}$   $\begin{array}{c}
5/27/21 \\
\text{Date}
\end{array}$ Robert Austin, Treasurer

Date