

Final Budget

South Torrington Water & Sewer District	
Budget Hearing Information	
371 East 6th Avenue	Location: 371 East 6th Avenue, Torrington, Wyoming 82240
Torrington, WY 82240-8831	Date: June 16th, 2020
307-532-3900	Time: 6:00 PM
Goshen County	Budget Prepared by: LaDonna Feagler

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

The board members take their responsibility of stewardship very seriously. The FY2021 South Torrington Water & Sewer District's proposed budget reflects the District's significant loss of revenue from Western Sugar's decision to cease production of sugar at their Torrington, Wyoming location. During the first 10 months of FY2020, District revenue is down 38.65% from FY2019. The District had estimated that the revenue would be down 30.64%. The STWS is continuing to review / analyze the rate structures. The board of directors have confirmed their dedication for the need of financial reserves.

S-B RESERVE DESCRIPTION

The South Torrington Water & Sewer District has multiple certificates of deposits totaling \$320,003.75. There are six (6) CDs with rotating maturity / renewal dates. All funds are FDIC insured. Due to the major change to the District's revenue structure (Western Sugar) in FY2020; the STWS has estimated a smaller amount to be added to the reserve during the FY2021. This additional reserve is consistent with the FY2020 addition to the reserve.

S-C

Names of Board Members	Date of End of Term	Does the district have regular office hours exceeding 20 hours per week?
Robert Ramirez	11/1/22	<input checked="" type="checkbox"/> Yes
Elizabeth Moore	11/1/20	If Yes, enter Address of office: 371 East 6th Avenue City, State, Zip: Torrington, WY 82240 Phone Number: 307-532-3900 Hours Open: 8:00 AM to Noon Monday through Friday (Staff in at 7:00A
Juanita Lira	11/1/20	

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

How and where are the notices of meeting posted for the public?
 The Torrington Telegram newspaper, Bulletin Board in Office and Annual Flyer Mailed to All Residents

Where are the public meetings held?
 371 East 6th Avenue, Torrington, WY 82240

FINAL BUDGET SUMMARY

OVERVIEW		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval
S-1	Total Budgeted Expenditures	\$495,016	\$140,342	\$185,425	\$185,425
S-2	Total Principal to Pay on Debt	\$0	\$0	\$0	\$0
S-3	Total Change to Restricted Funds	\$0	\$42,126	\$20,000	\$20,000
S-4	Total General Fund and Forecasted Revenues Available	\$612,253	\$534,565	\$540,923	\$540,923
S-5	<i>Amount requested from County Commissioners</i>	\$39,827	\$40,000	\$40,000	\$40,000
S-6	Additional Funding Needed :			\$0	\$0

REVENUE SUMMARY		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval
S-7	Operating Revenues	\$226,833	\$148,469	\$158,954	\$158,954
S-8	Tax levy (From the County Treasurer)	\$39,827	\$40,000	\$40,000	\$40,000
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	\$5,793	\$6,297	\$6,471	\$6,471
S-13	Other Forecasted Revenue	\$0	\$0	\$0	\$0

S-14	Total Revenue	\$272,453	\$194,766	\$205,425	\$205,425
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FY 7/1/20-6/30/21 South Torrington Water & Sewer District

EXPENDITURE SUMMARY		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval
S-15	Capital Outlay	\$7,276	\$1,847	\$0	\$0
S-16	Interest and Fees On Debt	\$0	\$0	\$0	\$0
S-17	Administration	\$43,650	\$27,917	\$44,943	\$44,943
S-18	Operations	\$436,093	\$102,990	\$131,524	\$131,524
S-19	Indirect Costs	\$7,996	\$7,589	\$8,958	\$8,958
S-20R	Expenditures paid by Reserves	\$0	\$0	\$0	\$0
S-20	Total Expenditures	\$495,016	\$140,342	\$185,425	\$185,425

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

CASH AND INVESTMENTS		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval
S-22	TOTAL GENERAL FUNDS	\$339,799	\$339,799	\$335,498	\$335,498

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	\$182,673	\$182,673	\$224,799	\$224,799
S-26	c. Bond Funds	\$0	\$0	\$0	\$0
	Total Reserves (a+b+c)	\$182,673	\$182,673	\$224,799	\$224,799
S-27	Amount to be added				
S-28	a. Sinking and Debt Service Funds	\$0	\$0	\$0	\$0
S-29	b. Reserves	\$0	\$42,126	\$20,000	\$20,000
S-30	c. Bond Funds	\$0	\$0	\$0	\$0
	Total to be added (a+b+c)	\$0	\$42,126	\$20,000	\$20,000
S-31	Subtotal	\$182,673	\$224,799	\$244,799	\$244,799
S-32	Less Total to be spent	\$0	\$0	\$0	\$0
S-33	TOTAL RESERVES AT END OF FISCAL YEAR	\$182,673	\$224,799	\$244,799	\$244,799

End of Summary

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

DISTRICT ADDRESS: 371 East 6th Avenue
 Torrington, WY 82240-8831

PREPARED BY: LaDonna Feagler

DISTRICT PHONE: 307-532-3900

Final Budget

South Torrington Water & Sewer District

FYE 6/30/2021

NAME OF DISTRICT/BOARD

PROPERTY TAXES AND ASSESSMENTS

		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval
R-1	Property Taxes and Assessments Received				
R-1.1	Tax Levy (From the County Treasurer)	\$39,827	\$40,000	\$40,000	\$40,000
R-1.2	Other County Support				

FORECASTED REVENUE

		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final 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	\$226,833	\$148,469	\$158,954	\$158,954
R-3.2	Sales of Goods or Services				
R-3.3	Other Assessments				
R-3.4	Total Operating Revenues	\$226,833	\$148,469	\$158,954	\$158,954
R-4	Grants				
R-4.1	Direct Federal Grants				
R-4.2	Federal Grants thru State Agencies				
R-4.3	Grants from State Agencies				
R-4.4	Total Grants	\$0	\$0	\$0	\$0
R-5	Miscellaneous Revenue				
R-5.1	Interest	\$3,238	\$4,440	\$4,500	\$4,500
R-5.2	Other: Specify <u>Late Fees</u>	\$2,205	\$1,717	\$1,971	\$1,971
R-5.3	Other: See Additional	\$350	\$140		
R-5.4	Total Miscellaneous	\$5,793	\$6,297	\$6,471	\$6,471
R-5.5	Total Forecasted Revenue	\$232,626	\$154,766	\$165,425	\$165,425
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	_____				
R-6.4	_____				
R-6.5	_____				
R-6.6	Total Other Forecasted Revenue (a+b)	\$0	\$0	\$0	\$0

Final Budget

South Torrington Water & Sewer District

FYE 6/30/2021

NAME OF DISTRICT/BOARD

CAPITAL OUTLAY BUDGET

		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval
E-1	Capital Outlay				
E-1.1	Real Property				
E-1.2	Vehicles				
E-1.3	Office Equipment	\$2,663			
E-1.4	Other (Specify)				
E-1.5	<u>Machinery & Equipment</u>	\$4,613	\$1,847		
E-1.6					
E-1.7					
E-1.8	TOTAL CAPITAL OUTLAY	\$7,276	\$1,847	\$0	\$0

ADMINISTRATION BUDGET

		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval
E-2	Personnel Services				
E-2.1	Administrator				
E-2.2	Secretary				
E-2.3	Clerical	\$17,503	\$15,738	\$19,013	\$19,013
E-2.4	Other (Specify)				
E-2.5	<u>Temp Services</u>	\$122		\$200	\$200
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	<u>Bond</u>	\$600	\$400	\$600	\$600
E-3.5	<u>Board Compensation</u>	\$1,000	\$525	\$1,300	\$1,300
E-3.6					
E-4	Contractual Services				
E-4.1	Legal	\$4,410	\$634	\$3,000	\$3,000
E-4.2	Accounting/Auditing	\$3,515	\$2,550	\$4,250	\$4,250
E-4.3	Other (Specify)				
E-4.4					
E-4.5					
E-4.6					
E-5	Other Administrative Expenses				
E-5.1	Office Supplies	\$2,627	\$2,677	\$2,800	\$2,800
E-5.2	Office equipment, rent & repair	\$185	\$166	\$400	\$400
E-5.3	Education				
E-5.4	Registrations				
E-5.5	Other (Specify)				
E-5.6					
E-5.7					
E-5.8	<u>see additional details</u>	\$13,689	\$5,227	\$13,380	\$13,380
E-6	TOTAL ADMINISTRATION	\$43,650	\$27,917	\$44,943	\$44,943

Final Budget

South Torrington Water & Sewer District

FYE 6/30/2021

OPERATIONS BUDGET					
		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval
E-7	Personnel Services				
E-7.1	Wages--Operations	\$34,334	\$31,384	\$35,425	\$35,425
E-7.2	Service Contracts				
E-7.3	Other (Specify)				
E-7.4	Unemployment	\$296	\$0	\$0	
E-7.5	Misc Op Personnel Exp	\$95	\$60	\$200	\$200
E-7.6					
E-8	Travel				
E-8.1	Mileage	\$798	\$99	\$1,000	\$1,000
E-8.2	Other (Specify)				
E-8.3	Conference Registrations	\$395	\$395	\$700	\$700
E-8.4	Training	\$33	\$693	\$600	\$600
E-8.5					
E-9	Operating supplies (List)				
E-9.1	O&M Supplies	\$5,545	\$1,969	\$3,250	\$3,250
E-9.2	Tools	\$816	\$637	\$750	\$750
E-9.3	Safety & Uniforms	\$826	\$691	\$800	\$800
E-9.4	Fuel	\$2,276	\$1,876	\$2,200	\$2,200
E-9.5					
E-10	Program Services (List)				
E-10.1	Water Sampling & Testing	\$495	\$220	\$750	\$750
E-10.2	R&M O&M Equipment	\$1,545	\$534	\$1,750	\$1,750
E-10.3	Water System R&M	\$1,041	\$938	\$2,500	\$2,500
E-10.4	Sewer System R&M	\$600	\$1,895	\$5,000	\$5,000
E-10.5					
E-11	Contractual Arrangements (List)				
E-11.1	Building R&M	\$1,104	\$574	\$1,000	\$1,000
E-11.2	Equipment Rental	\$0	\$45	\$500	\$500
E-11.3					
E-11.4					
E-11.5					
E-12	Other operations (Specify)				
E-12.1	Water Purchased from Torr	\$53,028	\$31,855	\$39,373	\$39,373
E-12.2	Sewer Discharged to Torr	\$22,830	\$20,212	\$25,366	\$25,366
E-12.3	Utilities: Electricity	\$3,483	\$3,147	\$3,750	\$3,750
E-12.4	Utilities: Telephone	\$6,377	\$5,741	\$6,500	\$6,500
E-12.5	see additional details	\$300,175	\$25	\$110	\$110
E-13	TOTAL OPERATIONS	\$436,093	\$102,990	\$131,524	\$131,524

Final Budget

South Torrington Water & Sewer District

FYE 6/30/2021

INDIRECT COSTS BUDGET

			2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval
E-14	Insurance					
E-14.1	Liability		\$1,320	\$1,243	\$1,500	\$1,500
E-14.2	Buildings and vehicles		\$2,254	\$2,331	\$2,750	\$2,750
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	<u>Combined Payroll Taxes</u>		\$4,422	\$4,015	\$4,708	\$4,708
E-15.9						
E-17	TOTAL INDIRECT COSTS		\$7,996	\$7,589	\$8,958	\$8,958

DEBT SERVICE BUDGET

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

Final Budget

South Torrington Water & Sewer District

FYE 6/30/2021

NAME OF DISTRICT/BOARD

GENERAL FUNDS

		End of Year	Beginning	Beginning	
		2018-2019	2019-2020	2020-2021	Final Approval
		Actual	Estimated	Proposed	
C-1	Balances at Beginning of Fiscal Year				
C-1.1	General Fund Checking Account Balance	\$105,674	\$105,674	\$98,735	\$98,735
C-1.2	Savings and Investments Account Balance		\$0		
C-1.3	General Fund CD Balance	\$226,015	\$226,015	\$227,878	\$227,878
C-1.4	All Other Funds	\$8,110	\$8,110	\$8,885	\$8,885
C-1.5	Reserves (From Below)	\$182,673	\$182,673	\$244,799	\$244,799
C-1.6	Total Estimated Cash and Investments on Hand	\$522,473	\$522,473	\$580,297	\$580,297
C-2	General Fund Reductions:				
C-2.1	a. Unpaid bills at FYE				
C-2.2	b. Reserves	\$182,673	\$224,799	\$244,799	\$244,799
C-2.3	Total Deductions (a+b)	\$182,673	\$224,799	\$244,799	\$244,799
C-2.4	Estimated Non-Restricted Funds Available	\$339,799	\$297,674	\$335,498	\$335,498

SINKING & DEBT SERVICE FUNDS

		2018-2019	2019-2020	2020-2021	Final Approval
		Actual	Estimated	Proposed	
C-3	Beginning Balance in Reserve Account (end of previous year)		\$0	\$0	
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

		2018-2019	2019-2020	2020-2021	Final Approval
		Actual	Estimated	Proposed	
C-4	Beginning Balance in Reserve Account (end of previous year)	\$182,673	\$182,673	\$224,799	\$224,799
C-4.1	Beginning Balance in Reserve Account (end of previous year)	\$182,673	\$182,673	\$224,799	\$224,799
C-4.2	Date of Reserve Approval in Minutes: _____				
C-4.3	Amount to be added to the reserve		\$42,126	\$20,000	\$20,000
C-4.4	Date of Reserve Approval in Minutes: <u>19-Nov-19</u>				
C-4.5	SUB-TOTAL	\$182,673	\$224,799	\$244,799	\$244,799
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	\$182,673	\$224,799	\$244,799	\$244,799

BOND FUNDS

		2018-2019	2019-2020	2020-2021	Final Approval
		Actual	Estimated	Proposed	
C-5	Beginning Balance in Reserve Account (end of previous year)		\$0	\$0	
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

