

## Proposed Budget

Hawk Springs Water & Sewer District	
Budget Hearing Information	
PO Box 84	Location: Hawk Springs Community Building
Hawk Springs, WY 82217	Date: 7/6/2021
307-575-1511	Time: 7:00 p.m.
Goshen County	Budget Prepared by: Tim Toedter

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

The Hawk Springs Water & Sewer District has an emergency reserve balance of approximately \$40,000 and operating cash balance of approximately \$3,000. The emergency and operating cash carryforward are to be used for unexpected expenses such as equipment purchase, line repairs and possible lagoon restoration. This is a new system and the Board expects to begin building a reserve for future repairs which can be very expensive. The Board requests the maximum 8 mills levied for the fiscal year ending June 30, 2022.

**S-B RESERVE DESCRIPTION**

The emergency reserve is currently held in a savings account in a local bank.

**S-C**

Names of Board Members	Date of End of Term
Tim Toedter	12/31/21
Denpsey Hanson	12/31/23
Kevin Sanders	12/31/21
Linda Welsch	12/31/23
William Llewellyn	12/31/21
Michele Toedter	12/31/21

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
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Where are the minutes of your board meeting available for public review?  
 247 Main Street, Hawk Springs, WY 82217

How and where are the notices of meeting posted for the public?  
 Posted in 3 conspicuous places in Hawk Springs and/or in the local newspaper, Torrington Telegram

Where are the public meetings held?  
 Hawk Springs Community Building

## PROPOSED BUDGET SUMMARY

OVERVIEW		2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Pending Approval
S-1	<b>Total Budgeted Expenditures</b>	\$15,770	\$13,164	\$42,415	\$42,415
S-2	<b>Total Principal to Pay on Debt</b>	\$0	\$0	\$0	\$0
S-3	<b>Total Change to Restricted Funds</b>	\$0	\$0	-\$10,000	-\$10,000
S-4	<b>Total General Fund and Forecasted Revenues Available</b>	\$24,338	\$26,216	\$36,301	\$36,301
S-5	<i>Amount requested from County Commissioners</i>	\$0	\$1,600	\$1,600	\$1,600
S-6	<b>Additional Funding Needed :</b>			\$0	\$0

REVENUE SUMMARY		2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Pending Approval
S-7	<b>Operating Revenues</b>	\$13,154	\$13,435	\$14,348	\$14,348
S-8	<b>Tax levy (From the County Treasurer)</b>	\$0	\$1,600	\$1,600	\$1,600
S-9	<b>Government Support</b>	\$0	\$0	\$0	\$0
S-10	<b>Grants</b>	\$0	\$0	\$0	\$0
S-11	<b>Other County Support (Not from Co. Treas.)</b>	\$0	\$0	\$0	\$0
S-12	<b>Miscellaneous</b>	\$15	\$12	\$10,010	\$10,010
S-13	<b>Other Forecasted Revenue</b>	\$0	\$0	\$0	\$0

S-14	<b>Total Revenue</b>	\$13,169	\$15,047	\$25,958	\$25,958
FY 7/1/21-6/30/22		Hawk Springs Water & Sewer District			

EXPENDITURE SUMMARY		2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Pending Approval
S-15	<b>Capital Outlay</b>	\$0	\$1,800	\$15,000	\$15,000
S-16	<b>Interest and Fees On Debt</b>	\$0	\$0	\$0	\$0
S-17	<b>Administration</b>	\$3,345	\$3,566	\$6,565	\$6,565
S-18	<b>Operations</b>	\$11,705	\$7,098	\$10,150	\$10,150
S-19	<b>Indirect Costs</b>	\$720	\$700	\$700	\$700
S-20R	<b>Expenditures paid by Reserves</b>	\$0	\$0	\$10,000	\$10,000
S-20	<b>Total Expenditures</b>	\$15,770	\$13,164	\$42,415	\$42,415

DEBT SUMMARY		2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Pending Approval
S-21	<b>Principal Paid on Debt</b>	\$0	\$0	\$0	\$0

CASH AND INVESTMENTS		2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Pending Approval
S-22	<b>TOTAL GENERAL FUNDS</b>	\$11,169	\$11,169	\$10,343	\$10,343

**Summary of Reserve Funds**

S-23	<b>Beginning Balance in Reserve Accounts</b>				
S-24	a. Sinking and Debt Service Funds	\$0	\$0	\$0	\$0
S-25	b. Reserves	\$50,044	\$50,044	\$50,044	\$50,044
S-26	c. Bond Funds	\$0	\$0	\$0	\$0
	<b>Total Reserves (a+b+c)</b>	\$50,044	\$50,044	\$50,044	\$50,044
S-27	<b>Amount to be added</b>				
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
	<b>Total to be added (a+b+c)</b>	\$0	\$0	\$0	\$0
S-31	<b>Subtotal</b>	\$50,044	\$50,044	\$50,044	\$50,044
S-32	<b>Less Total to be spent</b>	\$0	\$0	\$10,000	\$10,000
S-33	<b>TOTAL RESERVES AT END OF FISCAL YEAR</b>	\$50,044	\$50,044	\$40,044	\$40,044

*End of Summary*

\_\_\_\_\_  
Budget Officer / District Official (if not same as "Submitted by")

Date adopted by Special District \_\_\_\_\_

**DISTRICT ADDRESS:** PO Box 84  
Hawk Springs, WY 82217

**PREPARED BY:** Tim Toedter

**DISTRICT PHONE:** 307-575-1511

# Proposed Budget

Hawk Springs Water & Sewer District  
 NAME OF DISTRICT/BOARD \_\_\_\_\_

FYE 6/30/2022

## PROPERTY TAXES AND ASSESSMENTS

	DOA Chart of Accounts	2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Pending Approval
<b>R-1 Property Taxes and Assessments Received</b>					
R-1.1 Tax Levy (From the County Treasurer)	4001	\$0	\$1,600	\$1,600	\$1,600
R-1.2 Other County Support (see note on the right)	4005				

## FORECASTED REVENUE

	DOA Chart of Accounts	2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Pending Approval
<b>R-2 Revenues from Other Governments</b>					
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	\$0
<b>R-3 Operating Revenues</b>					
R-3.1 Customer Charges	4300	\$13,154	\$13,435	\$14,348	\$14,348
R-3.2 Sales of Goods or Services	4300				
R-3.3 Other Assessments	4503				
R-3.4 Total Operating Revenues		\$13,154	\$13,435	\$14,348	\$14,348
<b>R-4 Grants</b>					
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	\$0
<b>R-5 Miscellaneous Revenue</b>					
R-5.1 Interest	4501	\$15	\$12	\$10	\$10
R-5.2 Other: Specify <u>From Reserves</u>	4500			\$10,000	\$10,000
R-5.3 Other: Additional					
R-5.4 Total Miscellaneous		\$15	\$12	\$10,010	\$10,010
R-5.5 Total Forecasted Revenue		\$13,169	\$13,447	\$24,358	\$24,358
<b>R-6 Other Forecasted Revenue</b>					
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	\$0

# Proposed Budget

Hawk Springs Water & Sewer District

FYE 6/30/2022

**NAME OF DISTRICT/BOARD**

## CAPITAL OUTLAY BUDGET

	DOA Chart of Accounts	2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Pending Approval
<b>E-1 Capital Outlay</b>					
E-1.1 Real Property	6201			\$5,000	\$5,000
E-1.2 Vehicles	6210				
E-1.3 Office Equipment	6211				
E-1.4 Other (Specify)					
E-1.5 Sewer Construciton/Fencing	6200		\$1,800	\$10,000	\$10,000
E-1.6 _____	6200				
E-1.7 _____					
E-1.8 <b>TOTAL CAPITAL OUTLAY</b>		\$0	\$1,800	\$15,000	\$15,000

## ADMINISTRATION BUDGET

	DOA Chart of Accounts	2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Pending Approval
<b>E-2 Personnel Services</b>					
E-2.1 Administrator	7002				
E-2.2 Secretary	7003			\$2,400	\$2,400
E-2.3 Clerical	7004				
E-2.4 Other (Specify)					
E-2.5 _____	7005				
E-2.6 _____	7005				
E-2.7 _____					
<b>E-3 Board Expenses</b>					
E-3.1 Travel	7011				
E-3.2 Mileage	7012				
E-3.3 Other (Specify)					
E-3.4 Advertising	7013	\$70	\$62	\$100	\$100
E-3.5 Meetings	7013		\$179	\$180	\$180
E-3.6 _____					
<b>E-4 Contractual Services</b>					
E-4.1 Legal	7021			\$500	\$500
E-4.2 Accounting/Auditing	7022	\$2,245	\$2,620	\$2,600	\$2,600
E-4.3 Other (Specify)					
E-4.4 Dues	7023	\$535	\$283	\$285	\$285
E-4.5 _____	7023				
E-4.6 _____					
<b>E-5 Other Administrative Expenses</b>					
E-5.1 Office Supplies	7031	\$495	\$422	\$500	\$500
E-5.2 Office equipment, rent & repair	7032				
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 _____					
<b>E-6 TOTAL ADMINISTRATION</b>		\$3,345	\$3,566	\$6,565	\$6,565

# Proposed Budget

Hawk Springs Water & Sewer District

FYE 6/30/2022

OPERATIONS BUDGET
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	DOA Chart of Accounts	2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Pending Approval
<b>E-7 Personnel Services</b>					
E-7.1 Wages--Operations	7202				
E-7.2 Service Contracts	7203	\$4,800	\$4,800	\$5,400	\$5,400
E-7.3 Other (Specify)					
E-7.4 _____	7204				
E-7.5 _____	7204				
E-7.6 _____					
<b>E-8 Travel</b>					
E-8.1 Mileage	7211		\$199	\$250	\$250
E-8.2 Other (Specify)					
E-8.3 _____	7212				
E-8.4 _____	7212				
E-8.5 _____					
<b>E-9 Operating supplies (List)</b>					
E-9.1 Repairs	7220	\$6,021	\$1,293	\$3,000	\$3,000
E-9.2 Mowing/Spraying	7220	\$618	\$737	\$1,000	\$1,000
E-9.3 _____	7220				
E-9.4 _____	7220				
E-9.5 _____					
<b>E-10 Program Services (List)</b>					
E-10.1 _____	7230				
E-10.2 _____	7230				
E-10.3 _____	7230				
E-10.4 _____	7230				
E-10.5 _____					
<b>E-11 Contractual Arrangements (List)</b>					
E-11.1 DEQ Education	7400	\$266	\$69	\$500	\$500
E-11.2 _____	7400				
E-11.3 _____	7400				
E-11.4 _____	7400				
E-11.5 _____					
<b>E-12 Other operations (Specify)</b>					
E-12.1 _____	7450				
E-12.2 _____	7450				
E-12.3 _____	7450				
E-12.4 _____	7450				
E-12.5 _____					
<b>E-13 TOTAL OPERATIONS</b>		\$11,705	\$7,098	\$10,150	\$10,150



# Proposed Budget

Hawk Springs Water & Sewer District  
**NAME OF DISTRICT/BOARD** \_\_\_\_\_

FYE 6/30/2022

<b>GENERAL FUNDS</b>				
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		End of Year	Beginning	Beginning	
		2019-2020	2020-2021	2021-2022	Pending
		Actual	Estimated	Proposed	Approval
C-1	<b>Balances at Beginning of Fiscal Year</b>				
C-1.1	General Fund Checking	\$11,169	\$11,169	\$10,343	\$10,343
C-1.2	Savings and Investments		\$0		
C-1.3	General Fund CD Balance		\$0		
C-1.4	All Other Funds		\$0		
C-1.5	Reserves (From Below)	\$50,044	\$50,044	\$40,044	\$40,044
C-1.6	<b>Total Estimated Cash and Investments on Hand</b>	\$61,213	\$61,213	\$50,387	\$50,387

C-2	<b>General Fund Reductions:</b>				
C-2.1	a. Unpaid bills at FYE				
C-2.2	b. Reserves	\$50,044	\$50,044	\$40,044	\$40,044
C-2.3	<b>Total Deductions (a+b)</b>	\$50,044	\$50,044	\$40,044	\$40,044
C-2.4	<b>Estimated Non-Restricted Funds Available</b>	\$11,169	\$11,169	\$10,343	\$10,343

		DOA Chart of Accounts
<b>SINKING &amp; DEBT SERVICE FUNDS</b>		<b>1070</b>

		2019-2020	2020-2021	2021-2022	Pending
		Actual	Estimated	Proposed	Approval
C-3	<b>Beginning Balance in Reserve Account (end of previous year)</b>		\$0	\$0	
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	<b>SUB-TOTAL</b>	\$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	<i>Date of Reserve Approval in Minutes:</i> _____				
C-3.11	<b>TOTAL CAPITAL OUTLAY (a+b+c)</b>	\$0	\$0	\$0	\$0
C-3.12	Balance to be retained	\$0	\$0	\$0	\$0

<b>RESERVES</b>		<b>1090</b>
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		2019-2020	2020-2021	2021-2022	Pending
		Actual	Estimated	Proposed	Approval
C-4	<b>Beginning Balance in Reserve Account (end of previous year)</b>		\$50,044	\$50,044	\$50,044
C-4.1	Beginning Balance in Reserve Account (end of previous year)		\$50,044	\$50,044	\$50,044
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	<b>SUB-TOTAL</b>	\$50,044	\$50,044	\$50,044	\$50,044
C-4.6	Identify the amount and project to be spent				
C-4.7	a. Sewer Expansion			\$10,000	\$10,000
C-4.8	b. _____				
C-4.9	c. _____				
C-4.10	<i>Date of Reserve Approval in Minutes:</i> _____				
C-4.11	<b>TOTAL OTHER RESERVE OUTLAY (a+b+c)</b>	\$0	\$0	\$10,000	\$10,000
C-4.12	Balance to be retained	\$50,044	\$50,044	\$40,044	\$40,044

<b>BOND FUNDS</b>		<b>1060</b>
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		2019-2020	2020-2021	2021-2022	Pending
		Actual	Estimated	Proposed	Approval
C-5	<b>Beginning Balance in Reserve Account (end of previous year)</b>		\$0	\$0	
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	<b>SUB-TOTAL</b>	\$0	\$0	\$0	\$0
C-5.6	Identify the amount and project to be spent				
C-5.7	<i>Date of Reserve Approval in Minutes:</i> _____				
C-5.8	Balance to be retained	\$0	\$0	\$0	\$0
C-5.9	<b>TOTAL TO BE SPENT</b>	\$0	\$0	\$10,000	\$10,000