

Proposed Budget

Teton Village Water & Sewer District	
Budget Hearing Information	
P.O. Box 586 / 7020 Rachel Way	Location: 7648 Granite Loop Road (Fire Station)
Teton Village, WY 83025	Date: 7/18/2019
307-733-5457	Time: 6:00 PM
Teton County	Budget Prepared by: Jim Terry, Treasurer

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

On Thursday, July 18, 2019, the Board of Directors of the Teton Village Water and Sewer District (TVWSD) will present the budget for the 2020 fiscal year for public comment. The hearing will begin at 6:00 PM in the Teton Village Fire Station, which is located at 7648 Granite Loop Road in Teton Village, WY. The budget for FY 2020 continues the commitment from the TVWSD Board of Directors and staff to ensure that the water and sewer systems are well maintained and that operations remain in compliance with permits from DEQ and EPA. The mill levy tax to property owners will remain at 3.5 mills for FY 2020.

S-B RESERVE DESCRIPTION

TVWSD has over \$14 million in capital assets that include an office building, wastewater treatment facilities, wells, controls buildings and miles of pipeline. The reserves policy was adopted by the Board of Directors with the intent to maintain a prudent level of financial resources to react to an extreme event or to replace an asset that fails unexpectedly. The policy includes \$1.0 million in emergency reserves, \$2.5 million in capital reserves replacement and an amount equal to debt service requirements for the fiscal year.

S-C

Names of Board Members	Date of End of Term	Does the district have regular office hours exceeding 20 hours per week?
Tim Carney, Chairman	11/3/20	<input checked="" type="checkbox"/> Yes
John B.L. Harkness, Secretary	11/8/22	<p>If Yes, enter</p> <p>Address of office: 7020 Rachel Way</p> <p>City, State, Zip: Teton Village, WY 83025</p> <p>Phone Number: 307-733-5457</p> <p>Hours Open: Mon-Thu 8:30 AM - 4:00 PM, Fri 8:30 AM - 11:30 AM</p>
Frank Kaunitz, Director	11/3/20	
Jim Terry, Treasurer	11/3/20	
G. Robert Wallace, Director	11/8/22	

Where are the minutes of your board meeting available for public review?
 Teton Village District Office, 7020 Rachel Way, Teton Village, WY 83025

How and where are the notices of meeting posted for the public?
 www.tetonvillagewy.org

Where are the public meetings held?
 Teton Village District Office, 7020 Rachel Way, Teton Village, WY 83025

PROPOSED BUDGET SUMMARY

OVERVIEW		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
S-1	Total Budgeted Expenditures	\$3,019,033	\$3,006,180	\$2,501,702	\$2,501,702
S-2	Total Principal to Pay on Debt	\$347,336	\$357,634	\$366,311	\$366,311
S-3	Total Change to Restricted Funds	\$975,000	\$22,242	\$10,513	\$10,513
S-4	Total General Fund and Forecasted Revenues Available	\$5,489,563	\$4,964,077	\$4,786,743	\$4,786,743
S-5	<i>Amount requested from County Commissioners</i>	\$672,848	\$734,865	\$922,766	\$922,766
S-6	Additional Funding Needed :			\$0	\$0

REVENUE SUMMARY		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
S-7	Operating Revenues	\$1,603,426	\$1,624,474	\$1,600,177	\$1,600,177
S-8	Tax levy (From the County Treasurer)	\$672,848	\$734,865	\$922,766	\$922,766
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	\$906,053	\$297,502	\$192,070	\$192,070
S-13	Other Forecasted Revenue	\$0	\$0	\$0	\$0

S-14 **Total Revenue** \$3,182,327 \$2,656,841 \$2,715,013 \$2,715,013

FY 7/1/19-6/30/20

Teton Village Water & Sewer District

EXPENDITURE SUMMARY		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
S-15	Capital Outlay	\$0	\$0	\$0	\$0
S-16	Interest and Fees On Debt	\$92,151	\$80,769	\$72,092	\$72,092
S-17	Administration	\$206,298	\$176,839	\$229,153	\$229,153
S-18	Operations	\$1,023,376	\$1,239,636	\$1,276,805	\$1,276,805
S-19	Indirect Costs	\$393,958	\$392,080	\$435,152	\$435,152
S-20R	Expenditures paid by Reserves	\$1,303,250	\$1,116,856	\$488,500	\$488,500
S-20	Total Expenditures	\$3,019,033	\$3,006,180	\$2,501,702	\$2,501,702

DEBT SUMMARY		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
S-21	Principal Paid on Debt	\$347,336	\$357,634	\$366,311	\$366,311

CASH AND INVESTMENTS		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
S-22	TOTAL GENERAL FUNDS	\$2,307,236	\$2,307,236	\$2,071,730	\$2,071,730

Summary of Reserve Funds

S-23	Beginning Balance in Reserve Accounts				
S-24	a. Sinking and Debt Service Funds	\$417,245	\$417,245	\$439,487	\$439,487
S-25	b. Reserves	\$2,525,000	\$3,500,000	\$3,500,000	\$3,500,000
S-26	c. Bond Funds	\$0	\$0	\$0	\$0
	Total Reserves (a+b+c)	\$2,942,245	\$3,917,245	\$3,939,487	\$3,939,487
S-27	Amount to be added				
S-28	a. Sinking and Debt Service Funds	\$0	\$22,242	\$10,513	\$10,513
S-29	b. Reserves	\$2,278,250	\$1,116,856	\$488,500	\$488,500
S-30	c. Bond Funds	\$0	\$0	\$0	\$0
	Total to be added (a+b+c)	\$2,278,250	\$1,139,098	\$499,013	\$499,013
S-31	Subtotal	\$5,220,495	\$5,056,343	\$4,438,500	\$4,438,500
S-32	Less Total to be spent	\$1,303,250	\$1,116,856	\$488,500	\$488,500
S-33	TOTAL RESERVES AT END OF FISCAL YEAR	\$3,917,245	\$3,939,487	\$3,950,000	\$3,950,000

End of Summary

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

Date adopted by Special District _____

DISTRICT ADDRESS: P.O. Box 586 / 7020 Rachel Way
Teton Village, WY 83025

PREPARED BY: Jim Terry, Treasurer

DISTRICT PHONE: 307-733-5457

Proposed Budget

Teton Village Water & Sewer District
 NAME OF DISTRICT/BOARD _____

FYE 6/30/2020 _____

PROPERTY TAXES AND ASSESSMENTS

		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
R-1	Property Taxes and Assessments Received				
R-1.1	Tax Levy (From the County Treasurer)	\$672,848	\$734,865	\$922,766	\$922,766
R-1.2	Other County Support				

FORECASTED REVENUE

		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
R-2	Revenues from Other Governments				
R-2.1	State Aid	\$0	\$0	\$0	
R-2.2	Additional County Aid (non-treasurer)	\$0	\$0	\$0	
R-2.3	City (or Town) Aid	\$0	\$0	\$0	
R-2.4	Other (Specify) _____	\$0	\$0	\$0	
R-2.5	Total Government Support	\$0	\$0	\$0	\$0
R-3	Operating Revenues				
R-3.1	Customer Charges	\$1,603,426	\$1,624,474	\$1,600,177	\$1,600,177
R-3.2	Sales of Goods or Services				
R-3.3	Other Assessments				
R-3.4	Total Operating Revenues	\$1,603,426	\$1,624,474	\$1,600,177	\$1,600,177
R-4	Grants				
R-4.1	Direct Federal Grants	\$0	\$0	\$0	
R-4.2	Federal Grants thru State Agencies	\$0	\$0	\$0	
R-4.3	Grants from State Agencies	\$0	\$0	\$0	
R-4.4	Total Grants	\$0	\$0	\$0	\$0
R-5	Miscellaneous Revenue				
R-5.1	Interest	\$87,771	\$87,000	\$90,000	\$90,000
R-5.2	Other: Specify _____ Rents, Reimbursements	\$130,749	\$122,236	\$101,570	\$101,570
R-5.3	Other: See Additional _____	\$687,533	\$88,266	\$500	\$500
R-5.4	Total Miscellaneous	\$906,053	\$297,502	\$192,070	\$192,070
R-5.5	Total Forecasted Revenue	\$2,509,479	\$1,921,976	\$1,792,247	\$1,792,247
R-6	Other Forecasted Revenue				
R-6.1	a. Other past due-as estimated by Co. Treas.	\$0	\$0	\$0	
R-6.2	b. Other forecasted revenue (specify): _____				
R-6.3	_____	\$0	\$0	\$0	
R-6.4	_____	\$0	\$0	\$0	
R-6.5	_____				
R-6.6	Total Other Forecasted Revenue (a+b)	\$0	\$0	\$0	\$0

Proposed Budget

Teton Village Water & Sewer District

FYE 6/30/2020

NAME OF DISTRICT/BOARD

CAPITAL OUTLAY BUDGET

		2017-2018 Actual	2018-2019 Estimated	2019-2020 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

		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
E-2	Personnel Services				
E-2.1	Administrator	\$96,716	\$72,852	\$102,732	\$102,732
E-2.2	Secretary	\$11,922	\$46,287	\$39,721	\$39,721
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	Director Stipends	\$1,325	\$1,900	\$1,900	\$1,900
E-3.5	_____				
E-3.6	_____				
E-4	Contractual Services				
E-4.1	Legal	\$1,969	\$3,500	\$4,000	\$4,000
E-4.2	Accounting/Auditing	\$9,975	\$10,300	\$11,000	\$11,000
E-4.3	Other (Specify)				
E-4.4	_____				
E-4.5	_____				
E-4.6					
E-5	Other Administrative Expenses				
E-5.1	Office Supplies	\$2,382	\$3,250	\$3,500	\$3,500
E-5.2	Office equipment, rent & repair	\$1,058	\$2,000	\$2,000	\$2,000
E-5.3	Education	\$50	\$0	\$1,500	\$1,500
E-5.4	Registrations				
E-5.5	Other (Specify)				
E-5.6	Building Expense	\$62,385	\$18,900	\$25,000	\$25,000
E-5.7	Bank Charges	\$323	\$100	\$100	\$100
E-5.8	see additional details	\$18,193	\$17,750	\$37,700	\$37,700
E-6	TOTAL ADMINISTRATION	\$206,298	\$176,839	\$229,153	\$229,153

Proposed Budget

OPERATIONS BUDGET

			2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
E-7	Personnel Services					
E-7.1	Wages--Operations		\$584,364	\$600,901	\$668,805	\$668,805
E-7.2	Service Contracts					
E-7.3	Other (Specify)					
E-7.4	Temp Services		\$225	\$0	\$5,000	\$5,000
E-7.5						
E-7.6						
E-8	Travel					
E-8.1	Mileage		\$9,638	\$12,000	\$13,000	\$13,000
E-8.2	Other (Specify)					
E-8.3	Training & Schools		\$13,668	\$13,500	\$15,000	\$15,000
E-8.4						
E-8.5						
E-9	Operating supplies (List)					
E-9.1	Physical Plant - Water		\$22,927	\$22,050	\$26,000	\$26,000
E-9.2	Physical Plant - Sewer		\$49,652	\$75,000	\$118,000	\$118,000
E-9.3						
E-9.4						
E-9.5						
E-10	Program Services (List)					
E-10.1	Maintain Plant - Water		\$59,715	\$66,005	\$91,000	\$91,000
E-10.2	Maintain Plant - Sewer		\$163,799	\$308,125	\$193,500	\$193,500
E-10.3						
E-10.4						
E-10.5						
E-11	Contractual Arrangements (List)					
E-11.1	Engineering		\$11,981	\$11,000	\$14,500	\$14,500
E-11.2	Consultant Fees		\$5,446	\$18,000	\$15,000	\$15,000
E-11.3						
E-11.4						
E-11.5						
E-12	Other operations (Specify)					
E-12.1	Vehicle Maintenance		\$3,143	\$5,000	\$5,000	\$5,000
E-12.2	Vehicle Gas & Oil		\$3,382	\$3,000	\$5,000	\$5,000
E-12.3	Utilities		\$95,436	\$105,055	\$107,000	\$107,000
E-12.4						
E-12.5						
E-13	TOTAL OPERATIONS		\$1,023,376	\$1,239,636	\$1,276,805	\$1,276,805

Proposed Budget

Teton Village Water & Sewer District

FYE 6/30/2020

INDIRECT COSTS BUDGET

			2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
E-14	Insurance					
E-14.1	Liability		\$16,069	\$13,944	\$14,641	\$14,641
E-14.2	Buildings and vehicles		\$26,025	\$26,421	\$28,241	\$28,241
E-14.3	Equipment		\$2,479	\$2,603	\$2,733	\$2,733
E-14.4	Other (Specify)					
E-14.5	<u>Surety Bonds</u>		\$618	\$677	\$700	\$700
E-14.6						
E-14.7						
E-15	Indirect payroll costs:					
E-15.1	FICA (Social Security) taxes		\$43,655	\$47,510	\$53,635	\$53,635
E-15.2	Workers Compensation		\$7,063	\$7,687	\$8,678	\$8,678
E-15.3	Unemployment Taxes		\$5,888	\$6,408	\$7,234	\$7,234
E-15.4	Retirement		\$97,255	\$103,074	\$117,146	\$117,146
E-15.5	Health Insurance		\$171,910	\$159,700	\$175,000	\$175,000
E-15.6	Other (Specify)					
E-15.7	<u>Medicare Tax</u>		\$10,210	\$11,112	\$12,544	\$12,544
E-15.8	<u>LT Disability & Vision Car</u>		\$10,386	\$10,544	\$12,200	\$12,200
E-15.9	see additional details		\$2,400	\$2,400	\$2,400	\$2,400
E-17	TOTAL INDIRECT COSTS		\$393,958	\$392,080	\$435,152	\$435,152

DEBT SERVICE BUDGET

			2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
D-1	Debt Service					
D-1.1	Principal		\$347,336	\$357,634	\$366,311	\$366,311
D-1.2	Interest		\$92,151	\$80,769	\$72,092	\$72,092
D-1.3	Fees					
D-2	TOTAL DEBT SERVICE		\$439,487	\$438,403	\$438,403	\$438,403

Proposed Budget

Teton Village Water & Sewer District
 NAME OF DISTRICT/BOARD

FYE 6/30/2020

GENERAL FUNDS

		End of Year	Beginning	Beginning	
		2017-2018	2018-2019	2019-2020	Pending
		Actual	Estimated	Proposed	Approval
C-1	Balances at Beginning of Fiscal Year				
C-1.1	General Fund Checking Account Balance	\$412,612	\$412,612	\$712,179	\$712,179
C-1.2	Savings and Investments Account Balance		\$0	\$100,381	\$100,381
C-1.3	General Fund CD Balance	\$1,894,624	\$1,894,624	\$1,259,170	\$1,259,170
C-1.4	All Other Funds		\$0		
C-1.5	Reserves (From Below)	\$3,917,245	\$3,917,245	\$3,950,000	\$3,950,000
C-1.6	Total Estimated Cash and Investments on Hand	\$6,224,481	\$6,224,481	\$6,021,730	\$6,021,730
C-2	General Fund Reductions:				
C-2.1	a. Unpaid bills at FYE	\$324,830	\$75,000	\$75,000	\$75,000
C-2.2	b. Reserves	\$3,917,245	\$3,939,487	\$3,950,000	\$3,950,000
C-2.3	Total Deductions (a+b)	\$4,242,075	\$4,014,487	\$4,025,000	\$4,025,000
C-2.4	Estimated Non-Restricted Funds Available	\$1,982,406	\$2,209,994	\$1,996,730	\$1,996,730

SINKING & DEBT SERVICE FUNDS

		2017-2018	2018-2019	2019-2020	Pending
		Actual	Estimated	Proposed	Approval
C-3					
C-3.1	Beginning Balance in Reserve Account (end of previous year)	\$417,245	\$417,245	\$439,487	\$439,487
C-3.2	<i>Date of Reserve Approval in Minutes:</i>				
C-3.3	Amount to be added to the reserve		\$22,242	\$10,513	\$10,513
C-3.4	<i>Date of Reserve Approval in Minutes:</i>				
C-3.5	SUB-TOTAL	\$417,245	\$439,487	\$450,000	\$450,000
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	TOTAL CAPITAL OUTLAY (a+b+c)	\$0	\$0	\$0	\$0
C-3.12	Balance to be retained	\$417,245	\$439,487	\$450,000	\$450,000

RESERVES

		2017-2018	2018-2019	2019-2020	Pending
		Actual	Estimated	Proposed	Approval
C-4					
C-4.1	Beginning Balance in Reserve Account (end of previous year)	\$2,525,000	\$3,500,000	\$3,500,000	\$3,500,000
C-4.2	<i>Date of Reserve Approval in Minutes:</i>				
C-4.3	Amount to be added to the reserve	\$2,278,250	\$1,116,856	\$488,500	\$488,500
C-4.4	<i>Date of Reserve Approval in Minutes:</i>				
C-4.5	SUB-TOTAL	\$4,803,250	\$4,616,856	\$3,988,500	\$3,988,500
C-4.6	Identify the amount and project to be spent				
C-4.7	a. Vehicles	\$5,562	\$5,670	\$30,000	\$30,000
C-4.8	b. Capital - Water	\$268,797	\$810,004	\$92,500	\$92,500
C-4.9	c. See Additional Details	\$1,028,891	\$301,182	\$366,000	\$366,000
C-4.10	<i>Date of Reserve Approval in Minutes:</i>				
C-4.11	TOTAL OTHER RESERVE OUTLAY (a+b+c)	\$1,303,250	\$1,116,856	\$488,500	\$488,500
C-4.12	Balance to be retained	\$3,500,000	\$3,500,000	\$3,500,000	\$3,500,000

BOND FUNDS

		2017-2018	2018-2019	2019-2020	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	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	TOTAL TO BE SPENT	\$1,303,250	\$1,116,856	\$488,500	\$488,500

