

Final Budget

Willowbrook Water & Sewer District	
Budget Hearing Information	
PO Box 7251 Jackson, WY 83001 307-733-1684	Location: 250 Veronica Lane Date: 7/11/2019 Time: 2pm
Teton County	Budget Prepared by: Leah Duke

S-A	BUDGET MESSAGE	W.S. 16-4-104(d)
The budget has been proposed based in estimated expenses for the upcoming fiscal year.		

S-B	RESERVE DESCRIPTION	
No reserves being budgeted.		

S-C	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="width: 50%;">Names of Board Members</th> <th style="width: 50%;">Date of End of Term</th> </tr> <tr> <td>Patty Jaquith</td> <td>11/30/19</td> </tr> <tr> <td>Tom Factor</td> <td>11/30/19</td> </tr> <tr> <td>Ephraim Heller</td> <td>11/30/19</td> </tr> <tr> <td>Dick Wheeler</td> <td>11/30/19</td> </tr> <tr> <td>Theresa Godchaux</td> <td>11/30/19</td> </tr> <tr> <td> </td> <td> </td> </tr> </table>	Names of Board Members	Date of End of Term	Patty Jaquith	11/30/19	Tom Factor	11/30/19	Ephraim Heller	11/30/19	Dick Wheeler	11/30/19	Theresa Godchaux	11/30/19													<p>Does the district have regular office hours exceeding 20 hours per week? <input type="checkbox"/> Yes</p> <p>If Yes, enter:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">Address of office:</td> <td>Mountain Property Management</td> </tr> <tr> <td>City, State, Zip:</td> <td>250 Veronica Lane</td> </tr> <tr> <td>Phone Number:</td> <td>Jackson, WY 83001</td> </tr> <tr> <td>Hours Open:</td> <td>8-5, Mon-Fri</td> </tr> </table>	Address of office:	Mountain Property Management	City, State, Zip:	250 Veronica Lane	Phone Number:	Jackson, WY 83001	Hours Open:	8-5, Mon-Fri
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Where are the minutes of your board meeting available for public review?	<input type="text"/> 280 Veronica Lane
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How and where are the notices of meeting posted for the public?	<input type="text"/> public notices section of the JH News & Guide
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Where are the public meetings held?	<input type="text"/> 250 Veroica Lane
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FINAL BUDGET SUMMARY

OVERVIEW		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Final Approval
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S-1	Total Budgeted Expenditures	\$38,868	\$40,646	\$41,286	\$41,709
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	\$47,667	\$50,445	\$52,551	\$52,967
S-5	<i>Amount requested from County Commissioners</i>	\$0	\$0	\$0	\$0
S-6	Additional Funding Needed :			\$0	\$0

REVENUE SUMMARY		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Final Approval
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S-7	Operating Revenues	\$38,534	\$41,290	\$41,290	\$41,705
S-8	Tax levy (From the County Treasurer)	\$0	\$0	\$0	\$0
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	\$26	\$4	\$4
S-13	Other Forecasted Revenue	\$0	\$0	\$0	\$0

S-14	Total Revenue	\$38,539	\$41,316	\$41,294	\$41,709
FY 7/1/19-6/30/20					Willowbrook Water & Sewer District

EXPENDITURE SUMMARY		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Final Approval
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S-15	Capital Outlay	\$0	\$0	\$0	\$0
S-16	Interest and Fees On Debt	\$0	\$0	\$0	\$0
S-17	Administration	\$1,327	\$1,339	\$1,394	\$1,394
S-18	Operations	\$34,934	\$37,200	\$37,193	\$37,615
S-19	Indirect Costs	\$2,607	\$2,107	\$2,700	\$2,700
S-20R	Expenditures paid by Reserves	\$0	\$0	\$0	\$0
S-20	Total Expenditures	\$38,868	\$40,646	\$41,286	\$41,709

DEBT SUMMARY		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Final Approval
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S-21	Principal Paid on Debt	\$0	\$0	\$0	\$0
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CASH AND INVESTMENTS		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Final Approval
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S-22	TOTAL GENERAL FUNDS	\$9,129	\$9,129	\$11,258	\$11,258
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Summary of Reserve Funds

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

End of Summary

<i>Budget Officer / District Official (if not same as "Submitted by")</i>	Date adopted by Special District
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DISTRICT ADDRESS: PO Box 7251
Jackson, WY 83001

PREPARED BY: Leah Duke

DISTRICT PHONE: 307-733-1684

Final Budget

Willowbrook Water & Sewer District

FYE 6/30/2020

NAME OF DISTRICT/BOARD

PROPERTY TAXES AND ASSESSMENTS

		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Final Approval
R-1	Property Taxes and Assessments Received				
R-1.1	Tax Levy (From the County Treasurer)				
R-1.2	Other County Support				

FORECASTED REVENUE

		2017-2018 Actual	2018-2019 Estimated	2019-2020 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	\$38,534	\$41,290	\$41,290	\$41,705
R-3.2	Sales of Goods or Services				
R-3.3	Other Assessments				
R-3.4	Total Operating Revenues	\$38,534	\$41,290	\$41,290	\$41,705
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	\$5	\$8	\$4	\$4
R-5.2	Other: Specify		\$18		
R-5.3	Other: Additional				
R-5.4	Total Miscellaneous	\$5	\$26	\$4	\$4
R-5.5	Total Forecasted Revenue	\$38,539	\$41,316	\$41,294	\$41,709
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

Willowbrook Water & Sewer District

FYE 6/30/2020

NAME OF DISTRICT/BOARD

CAPITAL OUTLAY BUDGET

		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Final 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	Final Approval
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	\$1,260	\$1,260	\$1,260	\$1,260
E-4.3	Other (Specify)				
E-4.4					
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	Advertising	\$19	\$19	\$74	\$74
E-5.7	Bank Fees	\$48	\$60	\$60	\$60
E-5.8					
E-6	TOTAL ADMINISTRATION	\$1,327	\$1,339	\$1,394	\$1,394

Final Budget

Willowbrook Water & Sewer District

FYE 6/30/2020

OPERATIONS BUDGET

		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Final Approval
E-7	Personnel Services				
E-7.1	Wages--Operations				
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	Lower Valley Electric	\$313	\$348	\$400	\$400
E-9.2	Repairs & Maintenance	\$119	\$1,450	\$1,390	\$1,390
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	_____				
E-10.5	_____				
E-11	Contractual Arrangements (List)				
E-11.1	AWSD-payment to joint fa	\$34,502	\$35,403	\$35,403	\$35,825
E-11.2	_____				
E-11.3	_____				
E-11.4	_____				
E-11.5	_____				
E-12	Other operations (Specify)				
E-12.1	_____				
E-12.2	_____				
E-12.3	_____				
E-12.4	_____				
E-12.5	_____				
E-13	TOTAL OPERATIONS	\$34,934	\$37,200	\$37,193	\$37,615

Final Budget

Willowbrook Water & Sewer District

FYE 6/30/2020

INDIRECT COSTS BUDGET

		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Final Approval
E-14	Insurance				
E-14.1	Liability	\$2,607	\$2,107	\$2,700	\$2,700
E-14.2	Buildings and vehicles				
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	_____				
E-15.9	_____				
E-17	TOTAL INDIRECT COSTS	\$2,607	\$2,107	\$2,700	\$2,700

DEBT SERVICE BUDGET

		2017-2018 Actual	2018-2019 Estimated	2019-2020 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

Willowbrook Water & Sewer District

NAME OF DISTRICT/BOARD

FYE 6/30/2020

GENERAL FUNDS

- C-1 **Balances at Beginning of Fiscal Year**
- C-1.1 General Fund Checking Account Balance
C-1.2 Savings and Investments Account Balance
C-1.3 General Fund CD Balance
C-1.4 All Other Funds
C-1.5 Reserves (From Below)
C-1.6 **Total Estimated Cash and Investments on Hand**

2017-2018 Actual	2018-2019 Estimated	Beginning	
		2019-2020 Proposed	Final Approval
\$9,129	\$9,129	\$11,258	\$11,258
	\$0		
	\$0		
	\$0		
\$0	\$0	\$0	\$0
\$9,129	\$9,129	\$11,258	\$11,258

C-2 **General Fund Reductions:**

- C-2.1 a. Unpaid bills at FYE
C-2.2 b. Reserves
C-2.3 **Total Deductions (a+b)**
C-2.4 **Estimated Non-Restricted Funds Available**

\$0	\$0	\$0	\$0
\$0	\$0	\$0	\$0
\$9,129	\$9,129	\$11,258	\$11,258

SINKING & DEBT SERVICE FUNDS

- C-3
- C-3.1 Beginning Balance in Reserve Account (**end of previous year**)
Date of Reserve Approval in Minutes: _____
- C-3.2 Amount to be added to the reserve
Date of Reserve Approval in Minutes: _____
- C-3.3 Date of Reserve Approval in Minutes: _____
- C-3.4 SUB-TOTAL
C-3.5 Identify the amount and project to be spent
C-3.6 a. _____
C-3.7 b. _____
C-3.8 c. _____
C-3.9 Date of Reserve Approval in Minutes: _____
- C-3.10 TOTAL CAPITAL OUTLAY (a+b+c)
C-3.11 Balance to be retained

2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Final Approval
	\$0	\$0	
\$0	\$0	\$0	\$0
\$0	\$0	\$0	\$0
\$0	\$0	\$0	\$0

RESERVES

- C-4
- C-4.1 Beginning Balance in Reserve Account (end of previous year)
Date of Reserve Approval in Minutes: _____
- C-4.2 Amount to be added to the reserve
Date of Reserve Approval in Minutes: _____
- C-4.3 Date of Reserve Approval in Minutes: _____
- C-4.4 SUB-TOTAL
C-4.5 Identify the amount and project to be spent
C-4.6 a. _____
C-4.7 b. _____
C-4.8 c. _____
C-4.9 Date of Reserve Approval in Minutes: _____
- C-4.10 TOTAL OTHER RESERVE OUTLAY (a+b+c)
C-4.11 Balance to be retained

2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Final Approval
	\$0	\$0	
\$0	\$0	\$0	\$0
\$0	\$0	\$0	\$0
\$0	\$0	\$0	\$0

BOND FUNDS

- C-5
- C-5.1 Beginning Balance in Reserve Account (end of previous year)
Date of Reserve Approval in Minutes: _____
- C-5.2 Amount to be added to the reserve
Date of Reserve Approval in Minutes: _____
- C-5.3 Date of Reserve Approval in Minutes: _____
- C-5.4 SUB-TOTAL
C-5.5 Identify the amount and project to be spent
C-5.6 a. _____
C-5.7 b. _____
C-5.8 c. _____
C-5.9 Date of Reserve Approval in Minutes: _____
- C-5.10 Balance to be retained
C-5.11 TOTAL TO BE SPENT

2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Final Approval
	\$0	\$0	
\$0	\$0	\$0	\$0
\$0	\$0	\$0	\$0
\$0	\$0	\$0	\$0