

Proposed Budget

PIONEER WATER & SEWER DISTRICT	
Budget Hearing Information	
8917 POISON SPIDER RD	Location: 8917 POISON SPIDER RD
CASPER WY 82604	Date: CASPER WY 82604
307-472-7300	Time: 307-472-7300
Natrona County	Budget Prepared by: LEE ANNE BAYNE

S-A	BUDGET MESSAGE	W.S. 16-12-403 (c)
DISTRICT PLANS TO CONTINUE OPERATIONS AS REQUIRED FOR DELIVERY OF SAFE DRINKING WATER TO USERS, INCLUDING MAINTENANCE AS REQUIRED. WILL REPLACE AND ENLARGE ANODE BED FOR N 10 MILE RD SECTION OF SYSTEM. NO MAJOR CHANGES IN FINANCIAL POLICIES.		

S-B	RESERVE DESCRIPTION	
CAPITAL RESERVES FOR MAJOR REPAIRS/ REPLACEMENT AND EXPANSION. OPERATING RESERVE FOR EXCESS FUNDS, DEBT SERVICE RESERVE FOR LOAN PAYMENTS		

S-C	
Names of Board Members	Date of End of Term
KEN WATERS	11/30/22
LINDA TASLER	11/30/22
BETTE BARD	11/30/22
JENNY VASS	11/30/24
TIM KULHAVY	11/30/24

Does the district have regular office hours exceeding 20 hours per week?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
_____ _____ _____	

W.S.16-12-303(c) requires special districts with office hours less than 20 per week to maintain copies of records at the county clerks office. Record format specified by county clerk.

Where are the minutes of your board meeting available for public review?
 8917 POISON SPIDER ROAD

How and where are the notices of meeting posted for the public?
 BILLING NOTICE, ANNUAL WATER QUALITY REPORT, WEBSITE, FACEBOOK

Where are the public meetings held?
 8917 POISON SPIDER RD

PROPOSED BUDGET SUMMARY

OVERVIEW		2020-2021 Actual	2021-2022 Estimated	2022-2023 Proposed	Pending Approval
S-1	Total Budgeted Expenditures	\$2,343,380	\$374,675	\$592,600	\$592,600
S-2	Total Principal to Pay on Debt	\$0	\$37,336	\$29,000	\$29,000
S-3	Total Change to Restricted Funds	-\$250,066	\$0	\$0	\$0
S-4	Total General Fund and Forecasted Revenues Available	\$1,963,892	\$714,948	\$621,754	\$621,754
S-5	<i>Amount requested from County Commissioners</i>	\$84,151	\$54,584	\$80,000	\$80,000
S-6	Additional Funding Needed :			\$0	\$0

REVENUE SUMMARY		2020-2021 Actual	2021-2022 Estimated	2022-2023 Proposed	Pending Approval
S-7	Operating Revenues	\$334,125	\$340,540	\$368,900	\$368,900
S-8	Tax levy (From the County Treasurer)	\$84,151	\$54,584	\$80,000	\$80,000
S-9	Government Support	\$395,844	\$0	\$0	\$0
S-10	Grants	\$862,362	\$34,410	\$0	\$0
S-11	Other County Support (Not from Co. Treas.)	\$0	\$0	\$0	\$0
S-12	Miscellaneous	\$5,371	\$3,375	\$3,000	\$3,000
S-13	Other Forecasted Revenue	\$0	\$0	\$0	\$0

S-14	Total Revenue	\$1,681,853	\$432,909	\$451,900	\$451,900
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FY 7/1/22-6/30/23 PIONEER WATER & SEWER DISTRICT

EXPENDITURE SUMMARY		2020-2021 Actual	2021-2022 Estimated	2022-2023 Proposed	Pending Approval
S-15	Capital Outlay	\$1,642,439	\$0	\$140,000	\$140,000
S-16	Interest and Fees On Debt	\$11,655	\$2,664	\$11,000	\$11,000
S-17	Administration	\$72,035	\$74,998	\$84,000	\$84,000
S-18	Operations	\$324,388	\$282,558	\$342,700	\$342,700
S-19	Indirect Costs	\$12,755	\$14,455	\$14,900	\$14,900
S-20R	Expenditures paid by Reserves	\$280,108	\$0	\$0	\$0
S-20	Total Expenditures	\$2,343,380	\$374,675	\$592,600	\$592,600

DEBT SUMMARY		2020-2021 Actual	2021-2022 Estimated	2022-2023 Proposed	Pending Approval
S-21	Principal Paid on Debt	\$0	\$37,336	\$29,000	\$29,000

CASH AND INVESTMENTS		2020-2021 Actual	2021-2022 Estimated	2022-2023 Proposed	Pending Approval
S-22	TOTAL GENERAL FUNDS	\$282,039	\$282,039	\$169,854	\$169,854

Summary of Reserve Funds

S-23	Beginning Balance in Reserve Accounts				
S-24	a. Sinking and Debt Service Funds	\$10,569	\$40,611	\$40,611	\$40,611
S-25	b. Reserves	\$0	\$0	\$0	\$0
S-26	c. Bond Funds	\$655,259	\$375,151	\$375,151	\$375,151
	Total Reserves (a+b+c)	\$665,828	\$415,762	\$415,762	\$415,762
S-27	Amount to be added				
S-28	a. Sinking and Debt Service Funds	\$30,042	\$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)	\$30,042	\$0	\$0	\$0
S-31	Subtotal	\$695,870	\$415,762	\$415,762	\$415,762
S-32	Less Total to be spent	\$280,108	\$0	\$0	\$0
S-33	TOTAL RESERVES AT END OF FISCAL YEAR	\$415,762	\$415,762	\$415,762	\$415,762

End of Summary

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

Date adopted by Special District _____

DISTRICT ADDRESS: 8917 POISON SPIDER RD
CASPER WY 82604

PREPARED BY: LEE ANNE BAYNE

DISTRICT PHONE: 307-472-7300

Proposed Budget

PIONEER WATER & SEWER DISTRICT
 NAME OF DISTRICT/BOARD _____

FYE 6/30/2023 _____

PROPERTY TAXES AND ASSESSMENTS

	DOA Chart of Accounts	2020-2021 Actual	2021-2022 Estimated	2022-2023 Proposed	Pending Approval
R-1 Property Taxes and Assessments Received					
R-1.1 Tax Levy (From the County Treasurer)	4001	\$84,151	\$54,584	\$80,000	\$80,000
R-1.2 Other County Support (see note on the right)	4005				

FORECASTED REVENUE

	DOA Chart of Accounts	2020-2021 Actual	2021-2022 Estimated	2022-2023 Proposed	Pending Approval
R-2 Revenues from Other Governments					
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	\$395,844			
R-2.5 Total Government Support		\$395,844	\$0	\$0	\$0
R-3 Operating Revenues					
R-3.1 Customer Charges	4300	\$324,745	\$329,544	\$350,000	\$350,000
R-3.2 Sales of Goods or Services	4300	\$9,380	\$10,996	\$18,900	\$18,900
R-3.3 Other Assessments	4503				
R-3.4 Total Operating Revenues		\$334,125	\$340,540	\$368,900	\$368,900
R-4 Grants					
R-4.1 Direct Federal Grants	4201				
R-4.2 Federal Grants thru State Agencies	4201				
R-4.3 Grants from State Agencies	4211	\$862,362	\$34,410		
R-4.4 Total Grants		\$862,362	\$34,410	\$0	\$0
R-5 Miscellaneous Revenue					
R-5.1 Interest	4501	\$5,371	\$3,375	\$3,000	\$3,000
R-5.2 Other: Specify _____	4500				
R-5.3 Other: Additional _____					
R-5.4 Total Miscellaneous		\$5,371	\$3,375	\$3,000	\$3,000
R-5.5 Total Forecasted Revenue		\$1,597,702	\$378,325	\$371,900	\$371,900
R-6 Other Forecasted Revenue					
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

PIONEER WATER & SEWER DISTRICT
 NAME OF DISTRICT/BOARD

FYE 6/30/2023

CAPITAL OUTLAY BUDGET

	DOA Chart of Accounts	2020-2021 Actual	2021-2022 Estimated	2022-2023 Proposed	Pending Approval
E-1	Capital Outlay				
E-1.1	Real Property	6201			
E-1.2	Vehicles	6210			
E-1.3	Office Equipment	6211			
E-1.4	Other (Specify)				
E-1.5	9.5 MILE RD	6200	\$1,642,439		
E-1.6	ANODE BED	6200		\$140,000	\$140,000
E-1.7					
E-1.8	TOTAL CAPITAL OUTLAY		\$1,642,439	\$0	\$140,000

ADMINISTRATION BUDGET

	DOA Chart of Accounts	2020-2021 Actual	2021-2022 Estimated	2022-2023 Proposed	Pending Approval
E-2	Personnel Services				
E-2.1	Administrator	7002	\$36,215	\$35,734	\$40,000
E-2.2	Secretary	7003			\$40,000
E-2.3	Clerical	7004			
E-2.4	Other (Specify)				
E-2.5		7005			
E-2.6		7005			
E-2.7					
E-3	Board Expenses				
E-3.1	Travel	7011			
E-3.2	Mileage	7012			
E-3.3	Other (Specify)				
E-3.4	FOOD	7013	\$1,321	\$1,274	\$3,500
E-3.5		7013			\$3,500
E-3.6					
E-4	Contractual Services				
E-4.1	Legal	7021	\$48	\$144	\$2,000
E-4.2	Accounting/Auditing	7022	\$9,500	\$14,200	\$9,500
E-4.3	Other (Specify)				
E-4.4		7023			
E-4.5		7023			
E-4.6					
E-5	Other Administrative Expenses				
E-5.1	Office Supplies	7031	\$5,446	\$1,071	\$5,000
E-5.2	Office equipment, rent & repair	7032	\$143	\$2,776	\$2,000
E-5.3	Education	7033	\$809	\$890	\$1,000
E-5.4	Registrations	7034			
E-5.5	Other (Specify)				
E-5.6	OFFICE EXPENSES	7035	\$10,430	\$10,416	\$12,000
E-5.7	SOFTWARE	7035	\$8,123	\$8,493	\$9,000
E-5.8					
E-6	TOTAL ADMINISTRATION		\$72,035	\$74,998	\$84,000

Proposed Budget

PIONEER WATER & SEWER DISTRICT

FYE 6/30/2023

OPERATIONS BUDGET

	DOA Chart of Accounts	2020-2021 Actual	2021-2022 Estimated	2022-2023 Proposed	Pending Approval
E-7 Personnel Services					
E-7.1 Wages--Operations	7202	\$72,168	\$78,688	\$89,000	\$89,000
E-7.2 Service Contracts	7203				
E-7.3 Other (Specify)					
E-7.4 _____	7204				
E-7.5 _____	7204				
E-7.6 _____					
E-8 Travel					
E-8.1 Mileage	7211	\$110	\$239	\$400	\$400
E-8.2 Other (Specify)					
E-8.3 VEHICLE EXPENSE	7212	\$12,679	\$12,248	\$15,500	\$15,500
E-8.4 _____	7212				
E-8.5 _____					
E-9 Operating supplies (List)					
E-9.1 REPAIR PARTS	7220	\$68,961	\$48,628	\$50,000	\$50,000
E-9.2 SUPPLIES	7220	\$3,671	\$1,017	\$5,000	\$5,000
E-9.3 TOOLS	7220	\$4,517	\$2,093	\$5,000	\$5,000
E-9.4 _____	7220				
E-9.5 _____					
E-10 Program Services (List)					
E-10.1 WATER PURCHASES	7230	\$152,391	\$101,364	\$135,000	\$135,000
E-10.2 LAB FEES	7230	\$719	\$1,009	\$1,200	\$1,200
E-10.3 CONTACTORS	7230	\$8,808	\$36,908	\$41,000	\$41,000
E-10.4 ELECTRICITY	7230	\$364	\$364	\$600	\$600
E-10.5 _____					
E-11 Contractual Arrangements (List)					
E-11.1 _____	7400				
E-11.2 _____	7400				
E-11.3 _____	7400				
E-11.4 _____	7400				
E-11.5 _____					
E-12 Other operations (Specify)					
E-12.1 _____	7450				
E-12.2 _____	7450				
E-12.3 _____	7450				
E-12.4 _____	7450				
E-12.5 _____					
E-13 TOTAL OPERATIONS		\$324,388	\$282,558	\$342,700	\$342,700

Proposed Budget

PIONEER WATER & SEWER DISTRICT

FYE 6/30/2023

INDIRECT COSTS BUDGET

	DOA Chart of Accounts	2020-2021 Actual	2021-2022 Estimated	2022-2023 Proposed	Pending Approval
E-14 Insurance					
E-14.1 Liability	7502				
E-14.2 Buildings and vehicles	7503				
E-14.3 Equipment	7504				
E-14.4 Other (Specify)					
E-14.5 TOTAL INSURANCE	7505	\$2,735	\$3,026	\$3,500	\$3,500
E-14.6	7505				
E-14.7					
E-15 Indirect payroll costs:					
E-15.1 FICA (Social Security) taxes	7511	\$9,069	\$8,616	\$9,500	\$9,500
E-15.2 Workers Compensation	7512	\$890	\$1,184	\$1,200	\$1,200
E-15.3 Unemployment Taxes	7513				
E-15.4 Retirement	7514				
E-15.5 Health Insurance	7515				
E-15.6 Other (Specify)					
E-15.7 PAYROLL PROCESSING FEES	7516	\$61	\$1,629	\$700	\$700
E-15.8	7516				
E-15.9					
E-17 TOTAL INDIRECT COSTS		\$12,755	\$14,455	\$14,900	\$14,900

DEBT SERVICE BUDGET

	DOA Chart of Accounts	2020-2021 Actual	2021-2022 Estimated	2022-2023 Proposed	Pending Approval
D-1 Debt Service					
D-1.1 Principal	6401		\$37,336	\$29,000	\$29,000
D-1.2 Interest	6410	\$11,655	\$2,664	\$11,000	\$11,000
D-1.3 Fees	6420				
D-2 TOTAL DEBT SERVICE		\$11,655	\$40,000	\$40,000	\$40,000

Proposed Budget

PIONEER WATER & SEWER DISTRICT
 NAME OF DISTRICT/BOARD

FYE 6/30/2023

GENERAL FUNDS

		End of Year	Beginning	Beginning		
		2020-2021 Actual	2021-2022 Estimated	2022-2023 Proposed	Pending Approval	
C-1	Balances at Beginning of Fiscal Year	DOA Chart of Accounts				
C-1.1	General Fund Checking	1010	\$78,030	\$78,030	\$19,075	\$19,075
C-1.2	Savings and Investments	1040	\$199,204	\$199,204	\$149,374	\$149,374
C-1.3	General Fund CD Balance	1050		\$0		
C-1.4	All Other Funds	1020	\$4,805	\$4,805	\$1,405	\$1,405
C-1.5	Reserves (From Below)		\$415,762	\$415,762	\$415,762	\$415,762
C-1.6	Total Estimated Cash and Investments on Hand		\$697,801	\$697,801	\$585,616	\$585,616
C-2	General Fund Reductions:					
C-2.1	a. Unpaid bills at FYE	2010				
C-2.2	b. Reserves		\$415,762	\$415,762	\$415,762	\$415,762
C-2.3	Total Deductions (a+b)		\$415,762	\$415,762	\$415,762	\$415,762
C-2.4	Estimated Non-Restricted Funds Available		\$282,039	\$282,039	\$169,854	\$169,854

	DOA Chart of Accounts
SINKING & DEBT SERVICE FUNDS	1070

		2020-2021 Actual	2021-2022 Estimated	2022-2023 Proposed	Pending Approval
C-3	Beginning Balance in Reserve Account (end of previous year)				
C-3.1	Beginning Balance in Reserve Account (end of previous year)	\$10,569	\$40,611	\$40,611	\$40,611
C-3.2	<i>Date of Reserve Approval in Minutes:</i>				
C-3.3	Amount to be added to the reserve	\$30,042			
C-3.4	<i>Date of Reserve Approval in Minutes:</i>				
C-3.5	SUB-TOTAL	\$40,611	\$40,611	\$40,611	\$40,611
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	\$40,611	\$40,611	\$40,611	\$40,611

	DOA Chart of Accounts
RESERVES	1090

		2020-2021 Actual	2021-2022 Estimated	2022-2023 Proposed	Pending Approval
C-4	Beginning Balance in Reserve Account (end of previous year)				
C-4.1	Beginning Balance in Reserve Account (end of previous year)		\$0	\$0	
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	SUB-TOTAL	\$0	\$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	<i>Date of Reserve Approval in Minutes:</i>				
C-4.11	TOTAL OTHER RESERVE OUTLAY (a+b+c)	\$0	\$0	\$0	\$0
C-4.12	Balance to be retained	\$0	\$0	\$0	\$0

	DOA Chart of Accounts
BOND FUNDS	1060

		2020-2021 Actual	2021-2022 Estimated	2022-2023 Proposed	Pending Approval
C-5	Beginning Balance in Reserve Account (end of previous year)				
C-5.1	Beginning Balance in Reserve Account (end of previous year)	\$655,259	\$375,151	\$375,151	\$375,151
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	\$655,259	\$375,151	\$375,151	\$375,151
C-5.6	Identify the amount and project to be spent	\$280,108			
C-5.7	<i>Date of Reserve Approval in Minutes:</i>				
C-5.8	Balance to be retained	\$375,151	\$375,151	\$375,151	\$375,151
C-5.9	TOTAL TO BE SPENT	\$280,108	\$0	\$0	\$0