

Proposed Budget

Guernsey Rural Fire District	
Budget Hearing Information	
P.O. Box 591	Location: Commissioner's Meeting Room, 806 9th St. Whea
Guernsey, Wyoming 82114	Date: 7/16/2018
307-836-9263	Time: 7:00 PM
Platte County	Budget Prepared by: Theodore Stanfield

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

The proposed budget for FY2018-2019 shows a significant drop in anticipated expenditures. During FY2017-2018, this district made a concerted effort to replace and upgrade the vehicles in our fleet. We spent around \$75,000 on replacing vehicles, replacing pumping apparatus and generally improving the reliability of our vehicles. We now have four two and half ton military vehicles that have been fully converted to use as fire fighting trucks. We have two five ton military vehicles that have been converted to pumper-tender vehicles. We purchased one new civilian cab and chassis that will accept a fire package that we already have on hand and three other quick attack trucks fully equipped and ready for service. In the upcoming budget cycle, we anticipate replacing the water tanks on two of the older military vehicles. One is a steel tank that we transferred from a deadlined truck two years ago. It had a spray in polymer lining that is now deteriorating and the tank is rusting out. The other is a well aged fiber glass tank that has a warped top and some additional leaks such that it loses a significant portion of its capacity while enroute to fires. We also intend to replace any worn out or unserviceable chain saws and hand tools (shovels, axes, pulaskis, fire rakes etc.). Not noted in this budget is revenue we hope to recover from sale of two trucks. One old Army five quarter that has become too unreliable to put on a fire and another purpose built fire engine that has some persistent leaks, the cost of repairing which would be more than the truck is ultimately worth. We plan to get those to an equipment auction sometime this budget cycle. We hope these steps will improve our ability to provide reliable fire suppression services to the citizens of Guernsey Rural Fire District .

S-B RESERVE DESCRIPTION

We plan to maintain a cash reserve fund adequate to cover the fire suppression fund floor cost (\$8,500) should that become necessary plus one fourth of our operations budget (\$9,000) in case of unexpected circumstances. The total cash reserve will be \$17,500 and will be maintained in our Mill Levy Savings account.

S-C

Names of Board Members	Date of End of Term	
Dennis Miller	Dec. 31, 2018	Does the district have regular office hours exceeding 20 hours per week? <input type="checkbox"/> No
David Warner	Dec. 31, 2018	
Theodore Stanfield	Dec. 31, 2020	

If no above:	Are the records on file with the County Clerk as required by W.S. 16-12-303(c)? <input type="checkbox"/> Yes
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Where are the minutes of your board meeting available for public review?
 At the Fire Hall and at the office of the Platte County Clerk.

How and where are the notices of meeting posted for the public?
 Regular Meeting Days and Times are posted on the entry door of the Fire Hall. Special or Public meetings are advertised in the Guernsey Gazette

Where are the public meetings held?
 101 Fox Rd., Guernsey, WY

PROPOSED BUDGET SUMMARY

OVERVIEW		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
S-1	Total Budgeted Expenditures	\$73,830	\$113,969	\$76,515	\$76,515
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	\$229,884	\$220,464	\$185,200	\$185,200
S-5	Amount requested from County Commissioners	\$92,887	\$82,000	\$82,000	\$82,000
S-6	Additional Funding Needed :			\$0	\$0

REVENUE SUMMARY		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
S-7	Operating Revenues	\$1,775	\$3,065	\$2,500	\$2,500
S-8	Tax levy (From the County Treasurer)	\$92,887	\$82,000	\$82,000	\$82,000
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	\$2,422	\$2,599	\$2,700	\$2,700
S-13	Other Forecasted Revenue	\$0	\$0	\$0	\$0

S-14	Total Revenue	\$97,084	\$87,664	\$87,200	\$87,200
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Guernsey Rural Fire District

FY 7/1/18-6/30/19

EXPENDITURE SUMMARY		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
S-15	Capital Outlay	\$42,000	\$77,500	\$35,000	\$35,000
S-16	Interest and Fees On Debt	\$0	\$0	\$0	\$0
S-17	Administration	\$4,470	\$1,415	\$1,415	\$1,415
S-18	Operations	\$22,880	\$30,547	\$35,100	\$35,100
S-19	Indirect Costs	\$4,480	\$4,507	\$5,000	\$5,000

S-20	Total Expenditures	\$73,830	\$113,969	\$76,515	\$76,515
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DEBT SUMMARY		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
S-21	Principal Paid on Debt	\$0	\$0	\$0	\$0

CASH AND INVESTMENTS		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
S-22	TOTAL GENERAL FUNDS	\$132,800	\$132,800	\$98,000	\$98,000

Summary of Reserve Funds

S-23	Beginning Balance in Reserve Accounts				
S-24	a. Depreciation Reserve	\$0	\$0	\$0	\$0
S-25	b. Other Reserve	\$0	\$0	\$0	\$0
S-26	c. Emergency Reserve (Cash)	\$0	\$0	\$0	\$0
	Total Reserves (a+b+c)	\$0	\$0	\$0	\$0
S-27	Amount to be added				
S-28	a. Depreciation Reserve	\$0	\$0	\$0	\$0
S-29	b. Other Reserve	\$0	\$0	\$0	\$0
S-30	c. Emergency Reserve (Cash)	\$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

Date adopted by Special District _____

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

DISTRICT ADDRESS: P.O. Box 591
Guernsey, Wyoming 82114

PREPARED BY: Theodore Stanfield

DISTRICT PHONE: 307-836-9263

Proposed Budget

Guernsey Rural Fire District
 NAME OF DISTRICT/BOARD _____

FYE 6/30/2019 _____

PROPERTY TAXES AND ASSESSMENTS

		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
R-1	Property Taxes and Assessments Received				
R-1.1	Tax Levy (From the County Treasurer)	\$92,887	\$82,000	\$82,000	\$82,000
R-1.2	Other County Support				

FORECASTED REVENUE

		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending 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	\$1,775	\$3,065	\$2,500	\$2,500
R-3.2	Sales of Goods or Services				
R-3.3	Other Assessments				
R-3.4	Total Operating Revenues	\$1,775	\$3,065	\$2,500	\$2,500
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	\$11	\$100	\$200	\$200
R-5.2	Other: Specify <u>Donations</u>	\$2,411	\$2,499	\$2,500	\$2,500
R-5.3	Other: Additional				
R-5.4	Total Miscellaneous	\$2,422	\$2,599	\$2,700	\$2,700
R-5.5	Total Forecasted Revenue	\$4,197	\$5,664	\$5,200	\$5,200
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

Proposed Budget

Guernsey Rural Fire District
 NAME OF DISTRICT/BOARD

FYE 6/30/2019

CAPITAL OUTLAY BUDGET

		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
E-1	Capital Outlay				
E-1.1	Real Property	\$0	\$0	\$0	
E-1.2	Vehicles	\$16,800	\$57,000	\$10,000	\$10,000
E-1.3	Office Equipment	\$0	\$0	\$1,500	\$1,500
E-1.4	Other (Specify)				
E-1.5	Fire Equipment	\$25,200	\$20,500	\$23,500	\$23,500
E-1.6	_____				
E-1.7	_____				
E-1.8	TOTAL CAPITAL OUTLAY	\$42,000	\$77,500	\$35,000	\$35,000

ADMINISTRATION BUDGET

		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending 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	\$0	\$200	\$200	\$200
E-4.2	Accounting/Auditing				
E-4.3	Other (Specify)				
E-4.4	Safety deposit box	\$55	\$55	\$55	\$55
E-4.5	_____				
E-4.6	_____				
E-5	Other Administrative Expenses				
E-5.1	Office Supplies	\$525	\$250	\$250	\$250
E-5.2	Office equipment, rent & repair	\$2,800	\$0	\$0	
E-5.3	Education	\$280	\$0	\$0	
E-5.4	Registrations				
E-5.5	Other (Specify)				
E-5.6	Telephone	\$700	\$700	\$700	\$700
E-5.7	Public Notices	\$110	\$210	\$210	\$210
E-5.8	_____				
E-6	TOTAL ADMINISTRATION	\$4,470	\$1,415	\$1,415	\$1,415

Proposed Budget

Guernsey Rural Fire District

FYE 6/30/2019

OPERATIONS BUDGET

		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending 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	Vehicle Fuel and Fluids	\$3,050	\$5,000	\$5,000	\$5,000
E-9.2	Vehicle Repair and Maint	\$6,770	\$9,000	\$10,000	\$10,000
E-9.3	Communications	\$2,200	\$2,200	\$5,000	\$5,000
E-9.4	Fire Supplies	\$200	\$4,500	\$5,000	\$5,000
E-9.5	_____				
E-10	Program Services (List)				
E-10.1	Fire Suppression Fund	\$1,650	\$1,772	\$1,775	\$1,775
E-10.2	_____				
E-10.3	_____				
E-10.4	_____				
E-10.5	_____				
E-11	Contractual Arrangements (List)				
E-11.1	Real Estate Svcs	\$1,115	\$0	\$0	
E-11.2	Hazmat Eval	\$440	\$0	\$0	
E-11.3	_____				
E-11.4	_____				
E-11.5	_____				
E-12	Other operations (Specify)				
E-12.1	Utilities	\$5,300	\$5,800	\$6,000	\$6,000
E-12.2	Promotional	\$920	\$1,350	\$1,000	\$1,000
E-12.3	Licenses Titles, Dues	\$210	\$125	\$125	\$125
E-12.4	Building Maint & Repair	\$1,025	\$800	\$1,200	\$1,200
E-12.5	_____				
E-13	TOTAL OPERATIONS	\$22,880	\$30,547	\$35,100	\$35,100

Proposed Budget

INDIRECT COSTS BUDGET

			2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
E-14	Insurance					
E-14.1	Liability		\$500	\$500	\$500	\$500
E-14.2	Buildings and vehicles		\$1,100	\$1,157	\$1,200	\$1,200
E-14.3	Equipment					
E-14.4	Other (Specify)					
E-14.5	<u>Board Surety</u>		\$100	\$100	\$100	\$100
E-14.6						
E-14.7						
E-15	Indirect payroll costs:					
E-15.1	FICA (Social Security) taxes					
E-15.2	Workers Compensation		\$1,880	\$1,850	\$2,000	\$2,000
E-15.3	Unemployment Taxes					
E-15.4	Retirement		\$900	\$900	\$1,200	\$1,200
E-15.5	Health Insurance					
E-15.6	Other (Specify)					
E-15.7						
E-15.8						
E-15.9						
E-16	Depreciation Expenses					
E-17	TOTAL INDIRECT COSTS		\$4,480	\$4,507	\$5,000	\$5,000

DEBT SERVICE BUDGET

			2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending 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

Proposed Budget

Guernsey Rural Fire District
 NAME OF DISTRICT/BOARD

FYE 6/30/2019

GENERAL FUNDS

		End of Year	Beginning	Beginning	Pending Approval
		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	
C-1	Balances at Beginning of Fiscal Year				
C-1.1	General Fund Checking Account Balance	\$34,500	\$34,500	\$25,000	\$25,000
C-1.2	Savings and Investments Account Balance	\$42,000	\$42,000	\$43,000	\$43,000
C-1.3	General Fund CD Balance		\$0		
C-1.4	All Other Funds	\$56,300	\$56,300	\$30,000	\$30,000
C-1.5	Reserves (From Below)	\$0	\$0	\$0	\$0
C-1.6	Total Estimated Cash and Investments on Hand	\$132,800	\$132,800	\$98,000	\$98,000
C-2	General Fund Reductions:				
C-2.1	a. Unpaid bills at FYE				
C-2.2	b. Reserves	\$0	\$0	\$0	\$0
C-2.3	Total Deductions (a+b)	\$0	\$0	\$0	\$0
C-2.4	Estimated Non-Restricted Funds Available	\$132,800	\$132,800	\$98,000	\$98,000

DEPRECIATION RESERVE (CAPITAL OUTLAY - REPLACEMENT)

		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
C-3					
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 to be spent from "Reserve for Capital Outlay"				
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 in Depreciation Reserve Account	\$0	\$0	\$0	\$0

OTHER RESTRICTED FUND BALANCES - RESERVE (LEGALLY ENFORCED)

		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
C-4					
C-4.1	Beginning Balance in Reserve Account (end of previous year)		\$0	\$0	
C-4.2	Date of Reserve Approval in Minutes: _____				
C-4.3	Amount to be added to the reserve				
C-4.4	Date of Reserve Approval in Minutes: _____				
C-4.5	SUB-TOTAL	\$0	\$0	\$0	\$0
C-4.6	Identify the amount and project to be spent from "Other"				
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 in Other Reserve Account	\$0	\$0	\$0	\$0

ASSIGNED FUND BALANCE (EMERGENCY RESERVE - NOT COMMITTED)

		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
C-5					
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	Amount to be spent from Emergency Reserve (Cash)				
C-5.7	Date of Reserve Approval in Minutes: _____				
C-5.8	Balance to be retained in Assigned Fund Balance	\$0	\$0	\$0	\$0
C-5.9	TOTAL TO BE SPENT	\$0	\$0	\$0	\$0