

Proposed Budget

Guernsey Rural Fire District	
Budget Hearing Information	
101 Fox Road,	Location: Platte County Courthouse
Guernsey, WY 82214	Date: 7/15/2019
307-836-9263	Time: 7:00 PM Th
Platte County	Budget Prepared by: Theodore Stanfield

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

The budget for FY 2019-2020 is designed to provide Guernsey Rural Fire District the opportunity to continue the process of upgrading and improving the technical and mechanical condition of our fire trucks to enable us to better serve the fire prevention and suppression needs of our district. There are no really significant changes to the budget from the previous fiscal year other than some minor changes to reflect increases in particular cost categories. We intend to replace the tank on another of our retired military vehicles and to put a protective rack around the tank and engine of another. We will purchase additional chain saws so that every engine is equipped with one. One engine will likely require new tires this coming year and we have money in the budget for that eventuality. In general, the budget for the past year was adequate and the expenditures approached what we had anticipated when it was approved. We still have 45 days to go and there can obviously be surprises, but we anticipate this proposal to be close to the numbers in the final budget.

S-B RESERVE DESCRIPTION

We maintain a reserve account of approximately one fourth the annual operating cost of the District plus the floor cost associated with the first fire of the season in our County. That reserve is included in the account that we designate as mill levy savings. It is intended to help us maintain our ability to provide fire suppression services in case of interruption of our income stream or in the event of disaster or catastrophic fire activity.

S-C

Names of Board Members	Date of End of Term
Dennis Miller	Dec. 31, 2022
David Warner	Dec. 31, 2022
Theododre Stanfield	Dec. 31, 2020

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?
 At the firehall by appointment or at the office of the County Clerk during regular business hours.

How and where are the notices of meeting posted for the public?
 Regular District meetings are posted on the door of the fire hall, public and budget meetings are advertised in the Guernsey Gazette.

Where are the public meetings held?
 Regular District and public meetings are held at the fire hall, budget meetings are held at the Platte County Courthouse.

PROPOSED BUDGET SUMMARY

OVERVIEW		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
S-1	Total Budgeted Expenditures	\$94,135	\$62,928	\$96,545	\$96,545
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	\$205,254	\$205,387	\$223,996	\$223,996
S-5	<i>Amount requested from County Commissioners</i>	\$98,350	\$92,000	\$92,000	\$92,000
S-6	Additional Funding Needed :			\$0	\$0

REVENUE SUMMARY		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
S-7	Operating Revenues	\$3,066	\$7,200	\$2,000	\$2,000
S-8	Tax levy (From the County Treasurer)	\$98,350	\$92,000	\$92,000	\$92,000
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	\$2,651	\$5,000	\$3,400	\$3,400
S-13	Other Forecasted Revenue	\$0	\$0	\$0	\$0

S-14	Total Revenue	\$104,067	\$104,200	\$97,400	\$97,400
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Guernsey Rural Fire District

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

EXPENDITURE SUMMARY		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
S-15	Capital Outlay	\$54,408	\$30,000	\$51,000	\$51,000
S-16	Interest and Fees On Debt	\$0	\$0	\$0	\$0
S-17	Administration	\$332	\$535	\$795	\$795
S-18	Operations	\$35,064	\$26,545	\$38,325	\$38,325
S-19	Indirect Costs	\$4,331	\$5,848	\$6,425	\$6,425
S-20R	Expenditures paid by Reserves	\$0	\$0	\$0	\$0
S-20	Total Expenditures	\$94,135	\$62,928	\$96,545	\$96,545

DEBT SUMMARY		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
S-21	Principal Paid on Debt	\$0	\$0	\$0	\$0

CASH AND INVESTMENTS		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
S-22	TOTAL GENERAL FUNDS	\$101,187	\$101,187	\$126,596	\$126,596
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	\$20,000	\$20,000	\$20,000	\$20,000
S-26	c. Emergency Reserve (Cash)	\$0	\$0	\$0	\$0
	Total Reserves (a+b+c)	\$20,000	\$20,000	\$20,000	\$20,000
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	\$20,000	\$20,000	\$20,000	\$20,000
S-32	Less Total to be spent	\$0	\$0	\$0	\$0
S-33	TOTAL RESERVES AT END OF FISCAL YEAR	\$20,000	\$20,000	\$20,000	\$20,000

End of Summary

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

Date adopted by Special District _____

DISTRICT ADDRESS: 101 Fox Road,
Guernsey, WY 82214

PREPARED BY: Theodore Stanfield

DISTRICT PHONE: 307-836-9263

Proposed Budget

Guernsey Rural Fire 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)	\$98,350	\$92,000	\$92,000	\$92,000
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				
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	\$3,066	\$6,200	\$2,000	\$2,000
R-3.2	Sales of Goods or Services	\$0	\$1,000	\$0	
R-3.3	Other Assessments				
R-3.4	Total Operating Revenues	\$3,066	\$7,200	\$2,000	\$2,000
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	\$152	\$900	\$900	\$900
R-5.2	Other: Specify _____ Donations	\$2,499	\$4,100	\$2,500	\$2,500
R-5.3	Other: Additional _____				
R-5.4	Total Miscellaneous	\$2,651	\$5,000	\$3,400	\$3,400
R-5.5	Total Forecasted Revenue	\$5,717	\$12,200	\$5,400	\$5,400
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 6/30/2020

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	\$52,351	\$12,000	\$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	\$2,057	\$18,000	\$39,500	\$39,500
E-1.6	_____				
E-1.7	_____				
E-1.8	TOTAL CAPITAL OUTLAY	\$54,408	\$30,000	\$51,000	\$51,000

ADMINISTRATION BUDGET

		2017-2018 Actual	2018-2019 Estimated	2019-2020 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	\$0	\$200	\$200
E-4.2	Accounting/Auditing				
E-4.3	Other (Specify)				
E-4.4	Bank Charges	\$65	\$75	\$95	\$95
E-4.5	_____				
E-4.6	_____				
E-5	Other Administrative Expenses				
E-5.1	Office Supplies	\$80	\$250	\$250	\$250
E-5.2	Office equipment, rent & repair				
E-5.3	Education				
E-5.4	Registrations				
E-5.5	Other (Specify)				
E-5.6	Public Notices	\$187	\$210	\$250	\$250
E-5.7	_____				
E-5.8	_____				
E-6	TOTAL ADMINISTRATION	\$332	\$535	\$795	\$795

Proposed Budget

Guernsey Rural Fire District

FYE 6/30/2020

OPERATIONS BUDGET

		2017-2018 Actual	2018-2019 Estimated	2019-2020 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	Fuel and Fluids	\$4,917	\$3,000	\$5,000	\$5,000
E-9.2	Vehicle Repair and Maint	\$10,795	\$11,500	\$12,500	\$12,500
E-9.3	Communications Equip	\$2,054	\$2,100	\$5,000	\$5,000
E-9.4	Fire Supplies	\$6,906	\$500	\$4,000	\$4,000
E-9.5	_____				
E-10	Program Services (List)				
E-10.1	Fire Suppression Fund	\$1,772	\$2,045	\$2,500	\$2,500
E-10.2	_____				
E-10.3	_____				
E-10.4	_____				
E-10.5	_____				
E-11	Contractual Arrangements (List)				
E-11.1	Utilities	\$6,407	\$6,500	\$7,000	\$7,000
E-11.2	_____				
E-11.3	_____				
E-11.4	_____				
E-11.5	_____				
E-12	Other operations (Specify)				
E-12.1	Promotional	\$1,318	\$800	\$1,000	\$1,000
E-12.2	Titles, Licenses, Dues	\$100	\$100	\$125	\$125
E-12.3	Building Maintenance	\$795	\$0	\$1,200	\$1,200
E-12.4	_____				
E-12.5	_____				
E-13	TOTAL OPERATIONS	\$35,064	\$26,545	\$38,325	\$38,325

Proposed Budget

INDIRECT COSTS BUDGET

		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
E-14	Insurance				
E-14.1	Liability	\$500	\$500	\$500	\$500
E-14.2	Buildings and vehicles	\$1,057	\$1,123	\$1,500	\$1,500
E-14.3	Equipment	\$0	\$500	\$500	\$500
E-14.4	Other (Specify)				
E-14.5	<u>Surety Bond</u>	\$100	\$100	\$100	\$100
E-14.6	<u> </u>				
E-14.7	<u> </u>				
E-15	Indirect payroll costs:				
E-15.1	FICA (Social Security) taxes				
E-15.2	Workers Compensation	\$1,849	\$2,800	\$3,000	\$3,000
E-15.3	Unemployment Taxes				
E-15.4	Retirement	\$825	\$825	\$825	\$825
E-15.5	Health Insurance				
E-15.6	Other (Specify)				
E-15.7	<u> </u>				
E-15.8	<u> </u>				
E-15.9	<u> </u>				
E-17	TOTAL INDIRECT COSTS	\$4,331	\$5,848	\$6,425	\$6,425

DEBT SERVICE BUDGET

		2017-2018 Actual	2018-2019 Estimated	2019-2020 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 6/30/2020

GENERAL FUNDS

	2017-2018 Actual	2018-2019 Estimated	Beginning	Pending
			2019-2020 Proposed	Approval
C-1 Balances at Beginning of Fiscal Year				
C-1.1 General Fund Checking Account Balance	\$72,931	\$72,931	\$97,000	\$97,000
C-1.2 Savings and Investments Account Balance	\$22,497	\$22,497	\$22,595	\$22,595
C-1.3 General Fund CD Balance		\$0		
C-1.4 All Other Funds	\$5,759	\$5,759	\$7,001	\$7,001
C-1.5 Reserves (From Below)	\$20,000	\$20,000	\$20,000	\$20,000
C-1.6 Total Estimated Cash and Investments on Hand	\$121,187	\$121,187	\$146,596	\$146,596
C-2 General Fund Reductions:				
C-2.1 a. Unpaid bills at FYE				
C-2.2 b. Reserves	\$20,000	\$20,000	\$20,000	\$20,000
C-2.3 Total Deductions (a+b)	\$20,000	\$20,000	\$20,000	\$20,000
C-2.4 Estimated Non-Restricted Funds Available	\$101,187	\$101,187	\$126,596	\$126,596

SINKING & DEBT SERVICE FUNDS

	2017-2018 Actual	2018-2019 Estimated	2019-2020 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 and project to be spent				
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	\$0	\$0	\$0	\$0

RESERVES

	2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
C-4				
C-4.1 Beginning Balance in Reserve Account (end of previous year)	\$20,000	\$20,000	\$20,000	\$20,000
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	\$20,000	\$20,000	\$20,000	\$20,000
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 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	\$20,000	\$20,000	\$20,000	\$20,000

BOND FUNDS

	2017-2018 Actual	2018-2019 Estimated	2019-2020 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 Identify the amount and project to be spent				
C-5.7 Date of Reserve Approval in Minutes: _____				
C-5.8 Balance to be retained	\$0	\$0	\$0	\$0
C-5.9 TOTAL TO BE SPENT	\$0	\$0	\$0	\$0