

Final Budget

Dubois Rural Fire District	
Budget Hearing Information	
8 Third Street	Location: 8 Third Street
Dubois, WY 82513	Date: 7/14/2020
307-455-2212 or 307-450-8840	Time: 6:00 PM
Fremont County	Budget Prepared by: Reg Phillips

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

Dubois Rural Fire District's (DRFD) financial policies included but not limited to: 1) two signatures required on checks; 2) treasurer is individually bonded as requested by our county Treasurer; 3) all other check signatures are also bonded; 4) DRFD credit cards must be accompanied by actual receipts; 5) any other DRFD expenses incurred on District's business and paid for by Board members must be accompanied by actual expenses; 6) only expenses allowed by State statutes are paid; 7) expenses such as mileage are paid at the federal or state rates. We have also participated in Fremont County's second training session with our County Clerk and Assessor on the new statutes governing Special Districts. We are also participating in the Wyoming Association of Special Districts efforts to develop a training program for Special Districts. We have four CD's that are earmarked.

S-B RESERVE DESCRIPTION

Our first CD, \$49,901.00, is for major repairs (engine, transmission, etc.) to our engines, our second CD, \$13,436.00, is for fees or extra supplies needed in event of a major wildland fire, our third CD, \$5,089.00, is be built up and utilized to purchase SCBA bottles as our present air bottles hit the end of their life. Our fourth CD, \$50,000.00, is the start for the purchase of a newer or new wildland engine. Our oldest three wildland engines are 60's and early 70's military surplus 6x6 trucks, parts are getting hard and expensive to find and harder still to find

S-C

Names of Board Members	Date of End of Term	
Reg Phillips	6/30/20	Does the district have regular office hours exceeding 20 hours per week? <input type="checkbox"/> No
Larry Wilke	6/30/20	
Jim Butkovich	6/30/22	
Mike Codevilla	6/30/22	

If no above: Are the records on file with the County Clerk as required by W.S. 16-12-303(c)? Yes

Where are the minutes of your board meeting available for public review?
 Fremont County Clerk's Office

How and where are the notices of meeting posted for the public?
 Newspaper ads/public media

Where are the public meetings held?
 8 Third Street, Dubois, WY

FINAL BUDGET SUMMARY

OVERVIEW		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval
S-1	Total Budgeted Expenditures	\$277,560	\$340,722	\$180,878	\$180,878
S-2	Total Principal to Pay on Debt	\$0	\$0	\$0	\$0
S-3	Total Change to Restricted Funds	-\$17,107	-\$141,688	\$19,822	\$19,822
S-4	Total General Fund and Forecasted Revenues Available	\$282,362	\$209,107	\$274,596	\$274,596
S-5	Amount requested from County Commissioners	\$146,029	\$121,750	\$137,298	\$137,298
S-6	Additional Funding Needed :			\$0	\$0

REVENUE SUMMARY		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval
S-7	Operating Revenues	\$0	\$0	\$0	\$0
S-8	Tax levy (From the County Treasurer)	\$146,029	\$121,750	\$137,298	\$137,298
S-9	Government Support	\$5,230	\$0	\$0	\$0
S-10	Grants	\$43,929	\$0	\$0	\$0
S-11	Other County Support (Not from Co. Treas.)	\$0	\$0	\$0	\$0
S-12	Miscellaneous	\$5,542	\$5,726	\$0	\$0
S-13	Other Forecasted Revenue	\$0	\$0	\$0	\$0

S-14	Total Revenue	\$200,731	\$127,476	\$137,298	\$137,298
FY 7/1/20-6/30/21		Dubois Rural Fire District			

EXPENDITURE SUMMARY		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval
S-15	Capital Outlay	\$31,123	\$0	\$5,200	\$5,200
S-16	Interest and Fees On Debt	\$0	\$0	\$0	\$0
S-17	Administration	\$11,979	\$9,828	\$7,515	\$7,515
S-18	Operations	\$102,508	\$101,570	\$96,663	\$96,663
S-19	Indirect Costs	\$18,062	\$17,814	\$21,500	\$21,500
S-20R	Expenditures paid by Reserves	\$113,888	\$211,510	\$50,000	\$50,000
S-20	Total Expenditures	\$277,560	\$340,722	\$180,878	\$180,878

DEBT SUMMARY		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval
S-21	Principal Paid on Debt	\$0	\$0	\$0	\$0

CASH AND INVESTMENTS		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval
S-22	TOTAL GENERAL FUNDS	\$81,631	\$81,631	\$137,298	\$137,298

Summary of Reserve Funds

S-23	Beginning Balance in Reserve Accounts				
S-24	a. Sinking and Debt Service Funds	\$137,501	\$23,613	\$0	\$0
S-25	b. Reserves	\$21,294	\$118,075	\$0	\$0
S-26	c. Bond Funds	\$0	\$0	\$0	\$0
	Total Reserves (a+b+c)	\$158,795	\$141,688	\$0	\$0
S-27	Amount to be added				
S-28	a. Sinking and Debt Service Funds	\$0	\$0	\$0	\$0
S-29	b. Reserves	\$96,781	\$69,822	\$69,822	\$69,822
S-30	c. Bond Funds	\$0	\$0	\$0	\$0
	Total to be added (a+b+c)	\$96,781	\$69,822	\$69,822	\$69,822
S-31	Subtotal	\$255,576	\$211,510	\$69,822	\$69,822
S-32	Less Total to be spent	\$113,888	\$211,510	\$50,000	\$50,000
S-33	TOTAL RESERVES AT END OF FISCAL YEAR	\$141,688	\$0	\$19,822	\$19,822

End of Summary

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

Date adopted by Special District _____

DISTRICT ADDRESS: 8 Third Street
Dubois, WY 82513

PREPARED BY: Reg Phillips

DISTRICT PHONE: 307-455-2212 or 307-450-8840

Final Budget

Dubois Rural Fire District
 NAME OF DISTRICT/BOARD _____

FYE 6/30/2021 _____

PROPERTY TAXES AND ASSESSMENTS

		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval
R-1	Property Taxes and Assessments Received				
R-1.1	Tax Levy (From the County Treasurer)	\$146,029	\$121,750	\$137,298	\$137,298
R-1.2	Other County Support				

FORECASTED REVENUE

		2018-2019 Actual	2019-2020 Estimated	2020-2021 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) <u>Local Fire Income</u>	\$5,230			
R-2.5	Total Government Support	\$5,230	\$0	\$0	\$0
R-3	Operating Revenues				
R-3.1	Customer Charges				
R-3.2	Sales of Goods or Services				
R-3.3	Other Assessments				
R-3.4	Total Operating Revenues	\$0	\$0	\$0	\$0
R-4	Grants				
R-4.1	Direct Federal Grants				
R-4.2	Federal Grants thru State Agencies	\$11,945			
R-4.3	Grants from State Agencies	\$31,984			
R-4.4	Total Grants	\$43,929	\$0	\$0	\$0
R-5	Miscellaneous Revenue				
R-5.1	Interest	\$1,241	\$1,445		
R-5.2	Other: Specify <u>Cell Tower Lease</u>	\$4,109	\$4,109		
R-5.3	Other: See Additional	\$192	\$172		
R-5.4	Total Miscellaneous	\$5,542	\$5,726	\$0	\$0
R-5.5	Total Forecasted Revenue	\$54,702	\$5,726	\$0	\$0
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

Dubois Rural Fire District

FYE 6/30/2021

NAME OF DISTRICT/BOARD

CAPITAL OUTLAY BUDGET

		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval
E-1	Capital Outlay				
E-1.1	Real Property	\$23,565			
E-1.2	Vehicles				
E-1.3	Office Equipment				
E-1.4	Other (Specify)				
E-1.5	<u>Fire Fighting Equipment</u>	\$7,558		\$5,200	\$5,200
E-1.6					
E-1.7					
E-1.8	TOTAL CAPITAL OUTLAY	\$31,123	\$0	\$5,200	\$5,200

ADMINISTRATION BUDGET

		2018-2019 Actual	2019-2020 Estimated	2020-2021 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	\$898			
E-3.2	Mileage	\$0			
E-3.3	Other (Specify)				
E-3.4	<u>Election Fees</u>	\$25	\$25	\$25	\$25
E-3.5	<u>Meals</u>		\$150	\$150	\$150
E-3.6					
E-4	Contractual Services				
E-4.1	Legal		\$1,000	\$500	\$500
E-4.2	Accounting/Auditing				
E-4.3	Other (Specify)				
E-4.4	<u>Bookkeeping</u>	\$7,100	\$7,000	\$4,500	\$4,500
E-4.5					
E-4.6	see additional details	\$570	\$250		
E-5	Other Administrative Expenses				
E-5.1	Office Supplies	\$980	\$1,000	\$2,000	\$2,000
E-5.2	Office equipment, rent & repair	\$1,900			
E-5.3	Education		\$50	\$50	\$50
E-5.4	Registrations				
E-5.5	Other (Specify)				
E-5.6	<u>Advertising</u>	\$121	\$150	\$150	\$150
E-5.7	<u>PO Box Rent</u>	\$40	\$78	\$100	\$100
E-5.8	see additional details	\$345	\$125	\$40	\$40
E-6	TOTAL ADMINISTRATION	\$11,979	\$9,828	\$7,515	\$7,515

Final Budget

Dubois Rural Fire District

FYE 6/30/2021

OPERATIONS BUDGET			
		2018-2019 Actual	2019-2020 Estimated
		2020-2021 Proposed	Final Approval
E-7	Personnel Services		
E-7.1	Wages--Operations	\$12,000	\$12,000
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		\$1,200
E-8.2	Other (Specify)		
E-8.3	Training Travel		\$2,600
E-8.4	_____		
E-8.5	_____		
E-9	Operating supplies (List)		
E-9.1	Bldg equip, janitorial	\$2,230	\$7,000
E-9.2	Vehicle fuel & oil	\$3,247	\$3,500
E-9.3	Firefighting	\$4,348	\$1,000
E-9.4	Rescue & Safety	\$427	\$16,000
E-9.5	_____		
E-10	Program Services (List)		
E-10.1	Vehicle Supplies		\$400
E-10.2	Train fees, Lodging, Meal	\$4,709	\$5,500
E-10.3	Class Fees		\$300
E-10.4	_____		
E-10.5	_____		
E-11	Contractual Arrangements (List)		
E-11.1	Dispatch services	\$7,623	\$8,530
E-11.2	Janitorial Service	\$4,800	\$4,800
E-11.3	Inspections		\$400
E-11.4	Snow Removal	\$720	\$720
E-11.5	see additional details	\$420	\$420
E-12	Other operations (Specify)		
E-12.1	R&M:Buildings	\$3,706	\$2,700
E-12.2	R&M: Equip, Train Fld	\$28,365	\$6,000
E-12.3	Radio & Pagers	\$2,876	\$3,000
E-12.4	Utilities:Elec, Phone, Prof	\$22,153	\$21,000
E-12.5	see additional details	\$4,884	\$4,500
E-13	TOTAL OPERATIONS	\$102,508	\$101,570
		\$96,663	\$96,663

Final Budget

Dubois Rural Fire District

FYE 6/30/2021

INDIRECT COSTS BUDGET

			2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval
E-14	Insurance					
E-14.1	Liability		\$500	\$500	\$500	\$500
E-14.2	Buildings and vehicles		\$7,494	\$7,700	\$8,000	\$8,000
E-14.3	Equipment					
E-14.4	Other (Specify)					
E-14.5	<u>Bonds</u>		\$280	\$180	\$280	\$280
E-14.6	<u>Mutual Aid</u>		\$1,148	\$1,296	\$1,296	\$1,296
E-14.7						
E-15	Indirect payroll costs:					
E-15.1	FICA (Social Security) taxes		\$744	\$960	\$744	\$744
E-15.2	Workers Compensation		\$3,475	\$2,563	\$3,500	\$3,500
E-15.3	Unemployment Taxes		\$342	\$115	\$2,680	\$2,680
E-15.4	Retirement		\$4,080	\$4,500	\$4,500	\$4,500
E-15.5	Health Insurance					
E-15.6	Other (Specify)					
E-15.7						
E-15.8						
E-15.9						
E-17	TOTAL INDIRECT COSTS		\$18,062	\$17,814	\$21,500	\$21,500

DEBT SERVICE BUDGET

			2018-2019 Actual	2019-2020 Estimated	2020-2021 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

Dubois Rural Fire District

FYE 6/30/2021

NAME OF DISTRICT/BOARD

GENERAL FUNDS

		End of Year	Beginning	Beginning	
		2018-2019	2019-2020	2020-2021	Final Approval
		Actual	Estimated	Proposed	
C-1	Balances at Beginning of Fiscal Year				
C-1.1	General Fund Checking Account Balance	\$14,522	\$14,522	\$67,476	\$67,476
C-1.2	Savings and Investments Account Balance	\$67,109	\$67,109	\$69,822	\$69,822
C-1.3	General Fund CD Balance		\$0		
C-1.4	All Other Funds		\$0		
C-1.5	Reserves (From Below)	\$141,688	\$141,688	\$19,822	\$19,822
C-1.6	Total Estimated Cash and Investments on Hand	\$223,319	\$223,319	\$157,120	\$157,120
C-2	General Fund Reductions:				
C-2.1	a. Unpaid bills at FYE		\$142,318	\$11,868	\$11,868
C-2.2	b. Reserves	\$141,688	\$0	\$19,822	\$19,822
C-2.3	Total Deductions (a+b)	\$141,688	\$142,318	\$31,690	\$31,690
C-2.4	Estimated Non-Restricted Funds Available	\$81,631	\$81,001	\$125,430	\$125,430

SINKING & DEBT SERVICE FUNDS

		2018-2019	2019-2020	2020-2021	Final Approval
		Actual	Estimated	Proposed	
C-3	Beginning Balance in Reserve Account (end of previous year)	\$137,501	\$23,613	\$0	
C-3.1	Beginning Balance in Reserve Account (end of previous year)	\$137,501	\$23,613	\$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	\$137,501	\$23,613	\$0	\$0
C-3.6	Identify the amount and project to be spent				
C-3.7	a. Training Ground	\$113,888	\$23,613		
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)	\$113,888	\$23,613	\$0	\$0
C-3.12	Balance to be retained	\$23,613	\$0	\$0	\$0

RESERVES

		2018-2019	2019-2020	2020-2021	Final Approval
		Actual	Estimated	Proposed	
C-4	Beginning Balance in Reserve Account (end of previous year)	\$21,294	\$118,075	\$0	
C-4.1	Beginning Balance in Reserve Account (end of previous year)	\$21,294	\$118,075	\$0	
C-4.2	Date of Reserve Approval in Minutes: _____				
C-4.3	Amount to be added to the reserve	\$96,781	\$69,822	\$69,822	\$69,822
C-4.4	Date of Reserve Approval in Minutes: _____				
C-4.5	SUB-TOTAL	\$118,075	\$187,897	\$69,822	\$69,822
C-4.6	Identify the amount and project to be spent				
C-4.7	a. Training Ground		\$187,897		
C-4.8	b. Wildland Appartus Repl			\$50,000	\$50,000
C-4.9	c. _____				
C-4.10	Date of Reserve Approval in Minutes: _____				
C-4.11	TOTAL OTHER RESERVE OUTLAY (a+b+c)	\$0	\$187,897	\$50,000	\$50,000
C-4.12	Balance to be retained	\$118,075	\$0	\$19,822	\$19,822

BOND FUNDS

		2018-2019	2019-2020	2020-2021	Final Approval
		Actual	Estimated	Proposed	
C-5	Beginning Balance in Reserve Account (end of previous year)		\$0	\$0	
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	\$113,888	\$211,510	\$50,000	\$50,000

