

Final Budget

LARAMIE COUNTY FIRE DISTRICT #8	
Budget Hearing Information	
1050 County Road 210	Location: 1050 County Road 210, Cheyenne, WY
Cheyene, WY 82009	Date: 7/16/2020
307-432-4332	Time: 6:30pm
Laramie County	Budget Prepared by: Kim Romeno

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

Budget Introduction

The Board of Directors, Fire Chief, and Officers of Laramie County Fire District 8 remain committed to providing the highest level of service to the community it serves, as well as its commitment to the safety, training and retention of all first responders of this department. Likewise, LCFD8 views its fiduciary responsibility as a key component of responsible community service; and strives to balance service and responsible spending. Overall, LCFD8 expects minimal change from SFY20 to SFY21, and will be increasing our emphasis on rebuilding our reserves. Operation of a fire and rescue company comes at ever increasing costs; apparatus and equipment prices continue to rise at staggering rates, as do maintenance, upkeep, and testing costs. Departments have a legal and ethical responsibility to maintain compliance with NFPA and OSHA regulations, however meeting these requirements are frequently beyond the financial capability of small districts. LCFD8 emergency call volume has increased on average of 15% per year; placing additional wear and tear on apparatus and equipment, and increasing supply and fuel usage. These increases in costs and call volume, coupled with significant economic impacts of the COVID-19 pandemic leave emergency services in an unsettled, turbulent situation.

LCFD8 has been fortunate to secure state, local and federal grants to make incremental steps towards maintaining compliance while continuing to grow at a moderate, sustainable pace. With the unexpected award of Industrial Siting Commission funds in 2020, LCFD8 was able to upgrade one of our wildland trucks at a significantly reduced cost to the district. The district was also very successful in securing other fire and medical equipment at little or no cost to the taxpayers.

During FY2020, the district was able to complete the main station utilizing \$90,000 of 5th Penny funds, and \$89,000 of reserve funds. The project remodeled the existing building to expand training rooms, add restrooms to accommodate all genders, increased storage space and office space. This remodel not only benefits the training of LCFD8 personnel, but also allows us to host county-wide training. Finally, the remodel will allow the space to be utilized by community, social, or non-profit groups to conduct their meetings. This much-needed upgrade came with a significant hit to our reserves; hence the increased focus on rebuilding said reserves moving forward.

We continue to seek out grant opportunities to leverage our tax revenue to the overall benefit of our taxpayers and the county as a whole. Such grants may include:

- Workforce Services Workplace Safety Grant, \$10,000
- State Forestry Volunteer Fire Assistance Grant, \$10,000
- Mineral Royalties Grant, \$106,000
- Miscellaneous micro-grants, \$38,000

Fiscal Policy

The fire district has not made, nor proposed any changes in fiscal policies or procurement procedures. Current purchasing procedures

S-B RESERVE DESCRIPTION

Reserves Message:

Capital construction, grant match, and apparatus purchases reduced our savings in SFY20 to approximately \$50,000. While the board was willing to lower the balance of the savings accounts in the short term, the goal continues to be to maintain a balance of \$100,000, plus any long

S-C

Names of Board Members	Date of End of Term	
Keith Wagner	11/3/20	Does the district have regular office hours exceeding 20 hours per week? <input type="checkbox"/> No
August Wenzel	11/3/20	
Jamie Perkins	11/1/22	
Toby Krug	11/1/22	
Kelly Ysebaert	11/1/22	
		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

Where are the minutes of your board meeting available for public review?
 The Main fire station and the Laramie County Court House.

How and where are the notices of meeting posted for the public?
 The Main fire station whiteboard, posted in the minutes each month and advertised in the local paper.

Where are the public meetings held?
 The Main fire station at 1050 County Rd 210, Cheyenne, WY 82009.

FINAL BUDGET SUMMARY

OVERVIEW		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval
S-1	Total Budgeted Expenditures	\$70,815	\$1,079,492	\$310,509	\$310,509
S-2	Total Principal to Pay on Debt	\$0	\$149,328	\$149,328	\$149,328
S-3	Total Change to Restricted Funds	\$0	\$0	\$0	\$0
S-4	Total General Fund and Forecasted Revenues Available	\$322,434	\$1,192,547	\$555,039	\$555,039
S-5	Amount requested from County Commissioners	\$75,460	\$171,000	\$95,000	\$95,000
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)	\$75,460	\$81,000	\$95,000	\$95,000
S-9	Government Support	\$0	\$116,667	\$133,333	\$133,333
S-10	Grants	\$11,660	\$44,488	\$58,000	\$58,000
S-11	Other County Support (Not from Co. Treas.)	\$0	\$90,000	\$0	\$0
S-12	Miscellaneous	\$7,361	\$8,566	\$11,600	\$11,600
S-13	Other Forecasted Revenue	\$0	\$623,873	\$106,000	\$106,000

S-14	Total Revenue	\$94,481	\$964,594	\$403,933	\$403,933
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FY 7/1/20-6/30/21

LARAMIE COUNTY FIRE DISTRICT #8

EXPENDITURE SUMMARY		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval
S-15	Capital Outlay	\$25,871	\$1,024,178	\$234,428	\$234,428
S-16	Interest and Fees On Debt	\$0	\$5,600	\$5,600	\$5,600
S-17	Administration	\$11,817	\$12,311	\$16,656	\$16,656
S-18	Operations	\$25,695	\$28,059	\$40,500	\$40,500
S-19	Indirect Costs	\$7,432	\$9,344	\$13,325	\$13,325
S-20R	Expenditures paid by Reserves	\$0	\$0	\$0	\$0
S-20	Total Expenditures	\$70,815	\$1,079,492	\$310,509	\$310,509

DEBT SUMMARY		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval
S-21	Principal Paid on Debt	\$0	\$149,328	\$149,328	\$149,328

CASH AND INVESTMENTS		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval
S-22	TOTAL GENERAL FUNDS	\$227,953	\$227,953	\$151,106	\$151,106

Summary of Reserve Funds

S-23	Beginning Balance in Reserve Accounts				
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				
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

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

Date adopted by Special District _____

DISTRICT ADDRESS: 1050 County Road 210
Cheyenne, WY 82009

PREPARED BY: Kim Romeno

DISTRICT PHONE: 307-432-4332

Final Budget

LARAMIE COUNTY FIRE DISTRICT #8

FYE 6/30/2021

NAME OF DISTRICT/BOARD _____

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)	\$75,460	\$81,000	\$95,000	\$95,000
R-1.2	Other County Support		\$90,000	\$0	

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>Special funding W-86</u>		\$116,667	\$133,333	\$133,333
R-2.5	Total Government Support	\$0	\$116,667	\$133,333	\$133,333
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	\$9,070	\$10,000		
R-4.2	Federal Grants thru State Agencies	\$2,590	\$0	\$20,000	\$20,000
R-4.3	Grants from State Agencies		\$34,488	\$38,000	\$38,000
R-4.4	Total Grants	\$11,660	\$44,488	\$58,000	\$58,000
R-5	Miscellaneous Revenue				
R-5.1	Interest	\$3,624	\$3,038	\$500	\$500
R-5.2	Other: Specify <u>Donations</u>	\$650	\$700	\$600	\$600
R-5.3	Other: See Additional	\$3,087	\$4,828	\$10,500	\$10,500
R-5.4	Total Miscellaneous	\$7,361	\$8,566	\$11,600	\$11,600
R-5.5	Total Forecasted Revenue	\$19,021	\$169,721	\$202,933	\$202,933
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	<u>MRG - SCBAs</u>			\$106,000	\$106,000
R-6.4	<u>AFG - Radios & pagers</u>		\$623,873	\$0	
R-6.5					
R-6.6	Total Other Forecasted Revenue (a+b)	\$0	\$623,873	\$106,000	\$106,000

Final Budget

LARAMIE COUNTY FIRE DISTRICT #8

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				
E-1.2	Vehicles		\$154,928	\$154,928	\$154,928
E-1.3	Office Equipment	\$0			
E-1.4	Other (Specify)				
E-1.5	Medical	\$11,288	\$0	\$10,500	\$10,500
E-1.6	PPE - bunker gear	\$2,374	\$35,289	\$21,000	\$21,000
E-1.7	see additional details	\$12,209	\$833,961	\$48,000	\$48,000
E-1.8	TOTAL CAPITAL OUTLAY	\$25,871	\$1,024,178	\$234,428	\$234,428

ADMINISTRATION BUDGET

		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval
E-2	Personnel Services				
E-2.1	Administrator	\$8,652	\$10,874	\$12,000	\$12,000
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	Election Judges	\$300	\$0	\$300	\$300
E-3.5	Legal Advertising	\$459	\$303	\$500	\$500
E-3.6					
E-4	Contractual Services				
E-4.1	Legal				
E-4.2	Accounting/Auditing				
E-4.3	Other (Specify)				
E-4.4	Payroll service	\$4	\$3	\$6	\$6
E-4.5	Contract labor	\$600			
E-4.6					
E-5	Other Administrative Expenses				
E-5.1	Office Supplies	\$692	\$303	\$750	\$750
E-5.2	Office equipment, rent & repair				
E-5.3	Education				
E-5.4	Registrations				
E-5.5	Other (Specify)				
E-5.6	Software	\$1,060	\$828	\$3,000	\$3,000
E-5.7	Background checks	\$50	\$0	\$100	\$100
E-5.8					
E-6	TOTAL ADMINISTRATION	\$11,817	\$12,311	\$16,656	\$16,656

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LARAMIE COUNTY FIRE DISTRICT #8

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				
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	Training	\$1,357	\$1,562	\$4,000	\$4,000
E-8.4	_____				
E-8.5	_____				
E-9	Operating supplies (List)				
E-9.1	Medical supplies	\$1,159	\$492	\$500	\$500
E-9.2	Fuel	\$1,921	\$1,890	\$4,000	\$4,000
E-9.3	Station & Nutritional	\$930	\$633	\$1,200	\$1,200
E-9.4	Uniforms	\$0	\$0	\$300	\$300
E-9.5	_____				
E-10	Program Services (List)				
E-10.1	Community Open House	\$0	\$0	\$1,000	\$1,000
E-10.2	Recruitment & Retention	\$1,591	\$2,412	\$2,000	\$2,000
E-10.3	_____				
E-10.4	_____				
E-10.5	_____				
E-11	Contractual Arrangements (List)				
E-11.1	_____				
E-11.2	_____				
E-11.3	_____				
E-11.4	_____				
E-11.5	_____				
E-12	Other operations (Specify)				
E-12.1	Utilities	\$8,906	\$11,856	\$15,000	\$15,000
E-12.2	Dues	\$200	\$200	\$200	\$200
E-12.3	Vehicle Maint & repair	\$4,288	\$3,359	\$5,000	\$5,000
E-12.4	Facility Maint & repair	\$725	\$1,675	\$1,000	\$1,000
E-12.5	see additional details	\$4,618	\$3,980	\$6,300	\$6,300
E-13	TOTAL OPERATIONS	\$25,695	\$28,059	\$40,500	\$40,500

Final Budget

LARAMIE COUNTY FIRE DISTRICT #8

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	\$4,160	\$4,806	\$6,500	\$6,500
E-14.3 Equipment				
E-14.4 Other (Specify)				
E-14.5 <u>Treasurer's Bond</u>	\$0			
E-14.6 _____				
E-14.7 _____				
E-15 Indirect payroll costs:				
E-15.1 FICA (Social Security) taxes	\$536	\$675	\$800	\$800
E-15.2 Workers Compensation	\$1,858	\$2,478	\$2,500	\$2,500
E-15.3 Unemployment Taxes	\$73	\$65	\$150	\$150
E-15.4 Retirement	\$180	\$660	\$2,525	\$2,525
E-15.5 Health Insurance				
E-15.6 Other (Specify)				
E-15.7 <u>Medicare</u>	\$125	\$160	\$350	\$350
E-15.8 _____				
E-15.9 _____				
E-17 TOTAL INDIRECT COSTS	\$7,432	\$9,344	\$13,325	\$13,325

DEBT SERVICE BUDGET

	2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval
D-1 Debt Service				
D-1.1 Principal		\$149,328	\$149,328	\$149,328
D-1.2 Interest		\$5,600	\$5,600	\$5,600
D-1.3 Fees				
D-2 TOTAL DEBT SERVICE	\$0	\$154,928	\$154,928	\$154,928

Final Budget

LARAMIE COUNTY FIRE DISTRICT #8
 NAME OF DISTRICT/BOARD

FYE 6/30/2021

GENERAL FUNDS

	End of Year		Beginning	
	2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval
C-1 Balances at Beginning of Fiscal Year				
C-1.1 General Fund Checking Account Balance	\$31,177	\$31,177	\$33,472	\$33,472
C-1.2 Savings and Investments Account Balance	\$185,994	\$185,994	\$106,615	\$106,615
C-1.3 General Fund CD Balance		\$0		
C-1.4 All Other Funds	\$10,782	\$10,782	\$11,019	\$11,019
C-1.5 Reserves (From Below)	\$0	\$0	\$0	\$0
C-1.6 Total Estimated Cash and Investments on Hand	\$227,953	\$227,953	\$151,106	\$151,106
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	\$227,953	\$227,953	\$151,106	\$151,106

SINKING & DEBT SERVICE FUNDS

	2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final 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

	2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final 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				
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	\$0	\$0	\$0	\$0

BOND FUNDS

	2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final 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

