

Proposed Budget

Glenrock Area Solid Waste Disposal District	
Budget Hearing Information	
PO Box 2126	Location: 506 S 4th St (alt. 301 S 4th St) Glenrock, WY
Glenrock, Wyoming, 82637	Date: 7/16/2020
(307) 554-0141	Time: 5:30 p.m.
Converse County	Budget Prepared by: Arthur Schubert

S-A	BUDGET MESSAGE	W.S. 16-4-104(d)
<p>A two-year landfill permit extension has been obtained from the Wyoming Department of Environmental Quality - Hazardous and Solid Waste Division that will allow Cell #1 and Cell #2 to be closed simultaneously. While no longer in use, this extension of the Cell #1 permit will allow for a more cost-effective closure of both landfill cells after Cell #2 is topped off.</p> <p>Closure permitting and design is currently being prepared by a licensed engineer, to commence in late Summer/Fall of 2021. This budget has been adjusted to reflect actual transfer station operations for the upcoming year, which will remain in an expanded capacity after landfill closure. Closure costs are deferred to next year's proposed budget.</p>		

S-B	RESERVE DESCRIPTION	
<p>The majority of anticipated closure costs have been built up in prior years, reserved in separate WyoStar accounts for closure, mandatory post-closure reserves, and capital reserves (transfer equipment upgrades). Additionally, financial assistance for small districts has been legislated by the State.</p>		

S-C																																																		
	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: center;">Names of Board Members</th> <th style="text-align: center;">Date of End of Term</th> </tr> </thead> <tbody> <tr><td>April Hiser</td><td>8/31/22</td></tr> <tr><td>Jerome Popp</td><td>8/31/20</td></tr> <tr><td>Arthur Schubert</td><td>8/31/21</td></tr> <tr><td>Kathy Weisaft</td><td>8/31/22</td></tr> <tr><td>Jon Maines</td><td>8/31/20</td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> </tbody> </table>	Names of Board Members	Date of End of Term	April Hiser	8/31/22	Jerome Popp	8/31/20	Arthur Schubert	8/31/21	Kathy Weisaft	8/31/22	Jon Maines	8/31/20													<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;">Does the district have regular office hours exceeding 20 hours per week?</td> <td style="width: 20%; text-align: center;">No</td> </tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> </table> <p style="margin-left: 40px;">If no above:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;">Are the records on file with the County Clerk as required by W.S. 16-12-303(c)?</td> <td style="width: 20%; text-align: center;">Yes</td> </tr> </table>	Does the district have regular office hours exceeding 20 hours per week?	No																					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?

Converse County Clerk

How and where are the notices of meeting posted for the public?

Converse County web site

Where are the public meetings held?

Converse County Library - Glenrock Branch (506 S. 4th Street) Alternate location 301 S. 4th Street
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PROPOSED BUDGET SUMMARY

OVERVIEW		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
S-1	Total Budgeted Expenditures	\$502,430	\$621,353	\$637,517	\$637,517
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	\$6,977,247	\$7,162,939	\$7,175,519	\$7,175,519
S-5	<i>Amount requested from County Commissioners</i>	\$1,264,559	\$1,455,000	\$1,405,587	\$1,405,587
S-6	Additional Funding Needed :			\$0	\$0

REVENUE SUMMARY		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
S-7	Operating Revenues	\$11,922	\$3,800	\$4,000	\$4,000
S-8	Tax levy (From the County Treasurer)	\$1,264,559	\$1,455,000	\$1,405,587	\$1,405,587
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	\$70,727	\$74,100	\$78,500	\$78,500
S-13	Other Forecasted Revenue	\$0	\$0	\$0	\$0
S-14	Total Revenue	\$1,347,208	\$1,532,900	\$1,488,087	\$1,488,087

FY 7/1/20-6/30/21 Glenrock Area Solid Waste Disposal District

EXPENDITURE SUMMARY		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
S-15	Capital Outlay	\$0	\$0	\$0	\$0
S-16	Interest and Fees On Debt	\$0	\$0	\$0	\$0
S-17	Administration	\$20,800	\$24,985	\$27,500	\$27,500
S-18	Operations	\$406,949	\$500,378	\$500,250	\$500,250
S-19	Indirect Costs	\$74,681	\$95,990	\$109,767	\$109,767
S-20R	Expenditures paid by Reserves	\$0	\$0	\$0	\$0
S-20	Total Expenditures	\$502,430	\$621,353	\$637,517	\$637,517

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

CASH AND INVESTMENTS		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
S-22	TOTAL GENERAL FUNDS	\$5,630,039	\$5,630,039	\$5,687,432	\$5,687,432

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	\$265,589	\$265,589	\$265,589	\$265,589
S-26	c. Bond Funds	\$0	\$0	\$0	\$0
	Total Reserves (a+b+c)	\$265,589	\$265,589	\$265,589	\$265,589
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	\$265,589	\$265,589	\$265,589	\$265,589
S-32	Less Total to be spent	\$0	\$0	\$0	\$0
S-33	TOTAL RESERVES AT END OF FISCAL YEAR	\$265,589	\$265,589	\$265,589	\$265,589

End of Summary

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

Date adopted by Special District _____

DISTRICT ADDRESS: PO Box 2126
Glenrock, Wyoming, 82637

PREPARED BY: Arthur Schubert

DISTRICT PHONE: (307) 554-0141

Proposed Budget

Glenrock Area Solid Waste Disposal District
 NAME OF DISTRICT/BOARD _____

FYE 6/30/2021

PROPERTY TAXES AND ASSESSMENTS

		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
R-1	Property Taxes and Assessments Received				
R-1.1	Tax Levy (From the County Treasurer)	\$1,264,559	\$1,455,000	\$1,405,587	\$1,405,587
R-1.2	Other County Support	\$0	\$0	\$0	

FORECASTED REVENUE

		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
R-2	Revenues from Other Governments				
R-2.1	State Aid	\$0	\$0	\$0	
R-2.2	Additional County Aid (non-treasurer)	\$0	\$0	\$0	
R-2.3	City (or Town) Aid	\$0	\$0	\$0	
R-2.4	Other (Specify) _____	\$0	\$0	\$0	
R-2.5	Total Government Support	\$0	\$0	\$0	\$0
R-3	Operating Revenues				
R-3.1	Customer Charges	\$11,922	\$3,800	\$4,000	\$4,000
R-3.2	Sales of Goods or Services	\$0	\$0	\$0	
R-3.3	Other Assessments	\$0	\$0	\$0	
R-3.4	Total Operating Revenues	\$11,922	\$3,800	\$4,000	\$4,000
R-4	Grants				
R-4.1	Direct Federal Grants	\$0	\$0	\$0	
R-4.2	Federal Grants thru State Agencies	\$0	\$0	\$0	
R-4.3	Grants from State Agencies	\$0	\$0	\$0	
R-4.4	Total Grants	\$0	\$0	\$0	\$0
R-5	Miscellaneous Revenue				
R-5.1	Interest	\$70,727	\$74,100	\$78,500	\$78,500
R-5.2	Other: Specify _____				
R-5.3	Other: Additional _____				
R-5.4	Total Miscellaneous	\$70,727	\$74,100	\$78,500	\$78,500
R-5.5	Total Forecasted Revenue	\$82,649	\$77,900	\$82,500	\$82,500
R-6	Other Forecasted Revenue				
R-6.1	a. Other past due-as estimated by Co. Treas.	\$0	\$0	\$0	
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

Glenrock Area Solid Waste Disposal District

FYE 6/30/2021

NAME OF DISTRICT/BOARD

CAPITAL OUTLAY BUDGET

			2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
E-1	Capital Outlay					
E-1.1	Real Property		\$0	\$0	\$0	
E-1.2	Vehicles		\$0	\$0	\$0	
E-1.3	Office Equipment		\$0	\$0	\$0	
E-1.4	Other (Specify)					
E-1.5	_____					
E-1.6	_____					
E-1.7	_____					
E-1.8	TOTAL CAPITAL OUTLAY		\$0	\$0	\$0	\$0

ADMINISTRATION BUDGET

			2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
E-2	Personnel Services					
E-2.1	Administrator		\$0	\$0	\$0	
E-2.2	Secretary		\$0	\$0	\$0	
E-2.3	Clerical		\$0	\$0	\$0	
E-2.4	Other (Specify)					
E-2.5	_____					
E-2.6	_____					
E-2.7	_____					
E-3	Board Expenses					
E-3.1	Travel		\$0	\$0	\$0	
E-3.2	Mileage		\$0	\$0	\$0	
E-3.3	Other (Specify)					
E-3.4	_____					
E-3.5	_____					
E-3.6	_____					
E-4	Contractual Services					
E-4.1	Legal		\$0	\$0	\$0	
E-4.2	Accounting/Auditing		\$10,150	\$11,300	\$12,150	\$12,150
E-4.3	Other (Specify)					
E-4.4	Bookkeeping		\$7,550	\$9,000	\$9,500	\$9,500
E-4.5	Public Health		\$100	\$150	\$750	\$750
E-4.6	_____					
E-5	Other Administrative Expenses					
E-5.1	Office Supplies		\$238	\$765	\$1,000	\$1,000
E-5.2	Office equipment, rent & repair		\$2,400	\$2,400	\$2,400	\$2,400
E-5.3	Education					
E-5.4	Registrations					
E-5.5	Other (Specify)					
E-5.6	Advertising		\$182	\$1,250	\$1,500	\$1,500
E-5.7	Bank Fees		\$180	\$120	\$200	\$200
E-5.8	_____					
E-6	TOTAL ADMINISTRATION		\$20,800	\$24,985	\$27,500	\$27,500

Proposed Budget

OPERATIONS BUDGET

			2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
E-7	Personnel Services					
E-7.1	Wages--Operations		\$168,151	\$171,200	\$175,000	\$175,000
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					
E-8.2	Other (Specify)					
E-8.3	Training		\$1,500	\$1,007	\$1,500	\$1,500
E-8.4	_____					
E-8.5	_____					
E-9	Operating supplies (List)					
E-9.1	Maint. Supplies		\$3,848	\$8,525	\$9,000	\$9,000
E-9.2	Gas & Oil		\$6,310	\$5,896	\$7,000	\$7,000
E-9.3	Utilities		\$4,528	\$3,165	\$4,250	\$4,250
E-9.4	_____					
E-9.5	_____					
E-10	Program Services (List)					
E-10.1	Tire recycling fees		\$3,829	\$3,791	\$4,500	\$4,500
E-10.2	_____					
E-10.3	_____					
E-10.4	_____					
E-10.5	_____					
E-11	Contractual Arrangements (List)					
E-11.1	Contract Engineering		\$22,781	\$60,000	\$80,000	\$80,000
E-11.2	Casper Balefill		\$113,581	\$114,450	\$120,000	\$120,000
E-11.3	Contract Hauling		\$33,984	\$34,967	\$38,000	\$38,000
E-11.4	Equipt. Maintenance		\$44,531	\$32,500	\$45,000	\$45,000
E-11.5	_____					
E-12	Other operations (Specify)					
E-12.1	Building & Grounds		\$0	\$61,298	\$12,000	\$12,000
E-12.2	O&M Services		\$1,906	\$1,579	\$2,000	\$2,000
E-12.3	Dues & subscriptions		\$2,000	\$2,000	\$2,000	\$2,000
E-12.4	_____					
E-12.5	_____					
E-13	TOTAL OPERATIONS		\$406,949	\$500,378	\$500,250	\$500,250

Proposed Budget

INDIRECT COSTS BUDGET

			2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
E-14	Insurance					
E-14.1	Liability		\$1,217	\$1,217	\$1,217	\$1,217
E-14.2	Buildings and vehicles		\$5,000	\$5,000	\$5,000	\$5,000
E-14.3	Equipment					
E-14.4	Other (Specify)					
E-14.5	_____					
E-14.6	_____					
E-14.7						
E-15	Indirect payroll costs:					
E-15.1	FICA (Social Security) taxes		\$12,947	\$13,500	\$14,500	\$14,500
E-15.2	Workers Compensation		\$4,046	\$4,600	\$5,000	\$5,000
E-15.3	Unemployment Taxes					
E-15.4	Retirement		\$14,657	\$15,923	\$17,250	\$17,250
E-15.5	Health Insurance		\$36,814	\$55,750	\$66,800	\$66,800
E-15.6	Other (Specify)					
E-15.7	_____					
E-15.8	_____					
E-15.9						
E-17	TOTAL INDIRECT COSTS		\$74,681	\$95,990	\$109,767	\$109,767

DEBT SERVICE BUDGET

			2018-2019 Actual	2019-2020 Estimated	2020-2021 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

Glenrock Area Solid Waste Disposal District

FYE 6/30/2021

NAME OF DISTRICT/BOARD

GENERAL FUNDS

		<i>End of Year</i>	<i>Beginning</i>	<i>Beginning</i>	
		2018-2019	2019-2020	2020-2021	Pending
		Actual	Estimated	Proposed	Approval
C-1	Balances at Beginning of Fiscal Year				
C-1.1	General Fund Checking Account Balance	\$1,360,226	\$1,360,226	\$1,340,305	\$1,340,305
C-1.2	Savings and Investments Account Balance	\$2,651,022	\$2,651,022	\$2,700,150	\$2,700,150
C-1.3	General Fund CD Balance	\$258,565	\$258,565	\$261,750	\$261,750
C-1.4	All Other Funds	\$1,360,226	\$1,360,226	\$1,385,227	\$1,385,227
C-1.5	Reserves (From Below)	\$265,589	\$265,589	\$265,589	\$265,589
C-1.6	Total Estimated Cash and Investments on Hand	\$5,895,628	\$5,895,628	\$5,953,021	\$5,953,021
C-2	General Fund Reductions:				
C-2.1	a. Unpaid bills at FYE			\$35,000	\$35,000
C-2.2	b. Reserves	\$265,589	\$265,589	\$265,589	\$265,589
C-2.3	Total Deductions (a+b)	\$265,589	\$265,589	\$300,589	\$300,589
C-2.4	Estimated Non-Restricted Funds Available	\$5,630,039	\$5,630,039	\$5,652,432	\$5,652,432

SINKING & DEBT SERVICE FUNDS

		2018-2019	2019-2020	2020-2021	Pending
		Actual	Estimated	Proposed	Approval
C-3					
C-3.1	Beginning Balance in Reserve Account (end of previous year)		\$0	\$0	
C-3.2	<i>Date of Reserve Approval in Minutes:</i>				
C-3.3	Amount to be added to the reserve				
C-3.4	<i>Date of Reserve Approval in Minutes:</i>				
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	<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	\$0	\$0	\$0	\$0

RESERVES

		2018-2019	2019-2020	2020-2021	Pending
		Actual	Estimated	Proposed	Approval
C-4					
C-4.1	Beginning Balance in Reserve Account (end of previous year)	\$265,589	\$265,589	\$265,589	\$265,589
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	\$265,589	\$265,589	\$265,589	\$265,589
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	\$265,589	\$265,589	\$265,589	\$265,589

BOND FUNDS

		2018-2019	2019-2020	2020-2021	Pending
		Actual	Estimated	Proposed	Approval
C-5					
C-5.1	Beginning Balance in Reserve Account (end of previous year)		\$0	\$0	
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	\$0	\$0	\$0	\$0
C-5.6	Identify the amount and project to be spent				
C-5.7	<i>Date of Reserve Approval in Minutes:</i>				
C-5.8	Balance to be retained	\$0	\$0	\$0	\$0
C-5.9	TOTAL TO BE SPENT	\$0	\$0	\$0	\$0

