

Proposed Budget

South Cheyenne Water & Sewer District	
Budget Hearing Information	
215 East Allison Road	Location: 215 East Allison Road
Cheyenne WY 82007	Date: TBD
307-635-5608	Time: TBD
Laramie County	Budget Prepared by: Charlene James

S-A	BUDGET MESSAGE	W.S. 16-12-403 (c)
<p>The South Cheyenne Water Sewer District FY 2024-2025 Budget consists of funding for ongoing projects such as water and sewer mainline construction projects, system maintenance and continuation of inflow & infiltration project, water modeling, masterplan and the ongoing construction of a pressure reducing end zone and capital improvement projects for replacements of water mainlines on Mitchell Place, Murray Road/SGH, Avenue B/Jefferson Road and sewer mainline on Williams Street.</p>		

S-B	RESERVE DESCRIPTION
<p>Reserve funds are held for potential water or sewer mainline breaks that could require immediate repair. Cost estimates for this event could range up to 1,000,000.</p>	

S-C		
Names of Board Members	Date of End of Term	Does the district have regular office hours exceeding 20 hours per week? Yes
James Rish, President	11/1/26	<p>If Yes, enter</p> <p>Address of office: 215 East Allison Road</p> <p>City, State, Zip: Cheyenne, WY 82007</p> <p>Phone Number: 307-635-5608</p> <p>Hours Open: M-F 8 AM - 5 PM</p> <div style="border: 1px solid black; height: 30px; margin-top: 10px;"></div>
Mike Schumm	11/1/26	
Robert Slesman, Vice-President	11/1/24	
Vikki Schoeneberg	11/1/24	
Kimberly Blew	11/1/24	

Where are the minutes of your board meeting available for public review?
 215 East Allison Road

How and where are the notices of meeting posted for the public?
 Office & Website www.SouthCheyenneWaterSewer.com

Where are the public meetings held?
 215 East Allison Road

PROPOSED BUDGET SUMMARY

OVERVIEW		2022-2023 Actual	2023-2024 Estimated	2024-2025 Proposed	Pending Approval
S-1	Total Budgeted Expenditures	\$5,161,220	\$5,599,670	\$8,230,557	\$8,230,557
S-2	Total Principal to Pay on Debt	\$0	\$0	\$0	\$0
S-3	Total Change to Restricted Funds	\$0	\$0	\$75,000	\$75,000
S-4	Total General Fund and Forecasted Revenues Available	\$7,658,370	\$8,148,849	\$8,305,557	\$8,305,557
S-5	Amount requested from County Commissioners	\$704,899	\$674,153	\$689,250	\$689,250
S-6	Additional Funding Needed :			\$0	\$0

REVENUE SUMMARY		2022-2023 Actual	2023-2024 Estimated	2024-2025 Proposed	Pending Approval
S-7	Operating Revenues	\$4,249,369	\$4,762,162	\$4,733,054	\$4,733,054
S-8	Tax levy (From the County Treasurer)	\$704,899	\$674,153	\$689,250	\$689,250
S-9	Government Support	\$0	\$0	\$0	\$0
S-10	Grants	\$345,510	\$328,975	\$417,000	\$417,000
S-11	Other County Support (Not from Co. Treas.)	\$0	\$0	\$0	\$0
S-12	Miscellaneous	\$51,547	\$76,514	\$76,000	\$76,000
S-13	Other Forecasted Revenue	\$165,000	\$165,000	\$165,000	\$165,000

S-14	Total Revenue	\$5,516,325	\$6,006,804	\$6,080,304	\$6,080,304
------	----------------------	--------------------	--------------------	--------------------	--------------------

FY 7/1/24-6/30/25 South Cheyenne Water & Sewer District

EXPENDITURE SUMMARY		2022-2023 Actual	2023-2024 Estimated	2024-2025 Proposed	Pending Approval
S-15	Capital Outlay	\$502,824	\$591,108	\$2,687,930	\$2,687,930
S-16	Interest and Fees On Debt	\$0	\$0	\$0	\$0
S-17	Administration	\$391,045	\$350,115	\$569,849	\$569,849
S-18	Operations	\$3,897,184	\$4,254,658	\$4,547,617	\$4,547,617
S-19	Indirect Costs	\$370,167	\$403,789	\$425,161	\$425,161
S-20R	Expenditures paid by Reserves	\$0	\$0	\$0	\$0
S-20	Total Expenditures	\$5,161,220	\$5,599,670	\$8,230,557	\$8,230,557

DEBT SUMMARY		2022-2023 Actual	2023-2024 Estimated	2024-2025 Proposed	Pending Approval
S-21	Principal Paid on Debt	\$0	\$0	\$0	\$0

CASH AND INVESTMENTS		2022-2023 Actual	2023-2024 Estimated	2024-2025 Proposed	Pending Approval
S-22	TOTAL GENERAL FUNDS	\$2,142,045	\$2,142,045	\$2,225,253	\$2,225,253

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	\$837,612	\$837,612	\$837,612	\$837,612
S-26	c. Bond Funds	\$0	\$0	\$0	\$0
	Total Reserves (a+b+c)	\$837,612	\$837,612	\$837,612	\$837,612
S-27	Amount to be added				
S-28	a. Sinking and Debt Service Funds	\$0	\$0	\$75,000	\$75,000
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	\$75,000	\$75,000
S-31	Subtotal	\$837,612	\$837,612	\$912,612	\$912,612
S-32	Less Total to be spent	\$0	\$0	\$0	\$0
S-33	TOTAL RESERVES AT END OF FISCAL YEAR	\$837,612	\$837,612	\$912,612	\$912,612

End of Summary

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

Date adopted by Special District _____

DISTRICT ADDRESS: 215 East Allison Road
Cheyenne Wy 82007

PREPARED BY: Charlene James

DISTRICT PHONE: 307-635-5608

Proposed Budget

South Cheyenne Water & Sewer District

FYE 6/30/2025

NAME OF DISTRICT/BOARD

PROPERTY TAXES AND ASSESSMENTS

	DOA Chart of Accounts	2022-2023 Actual	2023-2024 Estimated	2024-2025 Proposed	Pending Approval
R-1 Property Taxes and Assessments Received					
R-1.1 Tax Levy (From the County Treasurer)	4001	\$704,899	\$674,153	\$689,250	\$689,250
R-1.2 Other County Support (see note on the right)	4005				

FORECASTED REVENUE

	DOA Chart of Accounts	2022-2023 Actual	2023-2024 Estimated	2024-2025 Proposed	Pending Approval
R-2 Revenues from Other Governments					
R-2.1 State Aid	4211				
R-2.2 Additional County Aid (non-treasurer)	4237				
R-2.3 City (or Town) Aid	4237				
R-2.4 Other (Specify)	4237				
R-2.5 Total Government Support		\$0	\$0	\$0	\$0
R-3 Operating Revenues					
R-3.1 Customer Charges	4300	\$4,111,962	\$4,215,443	\$4,578,054	\$4,578,054
R-3.2 Sales of Goods or Services	4300	\$137,407	\$546,719	\$155,000	\$155,000
R-3.3 Other Assessments	4503				
R-3.4 Total Operating Revenues		\$4,249,369	\$4,762,162	\$4,733,054	\$4,733,054
R-4 Grants					
R-4.1 Direct Federal Grants	4201	\$345,510		\$117,000	\$117,000
R-4.2 Federal Grants thru State Agencies	4201				
R-4.3 Grants from State Agencies	4211		\$328,975	\$300,000	\$300,000
R-4.4 Total Grants		\$345,510	\$328,975	\$417,000	\$417,000
R-5 Miscellaneous Revenue					
R-5.1 Interest	4501	\$51,547	\$76,514	\$76,000	\$76,000
R-5.2 Other: Specify _____	4500				
R-5.3 Other: Additional _____					
R-5.4 Total Miscellaneous		\$51,547	\$76,514	\$76,000	\$76,000
R-5.5 Total Forecasted Revenue		\$4,646,426	\$5,167,651	\$5,226,054	\$5,226,054
R-6 Other Forecasted Revenue					
R-6.1 a. Other past due as estimated by Co. Treas.	4004				
R-6.2 b. Other forecasted revenue (specify):					
R-6.3 Motor Vehicle Fees/Delinquent Taxes	4500	\$165,000	\$165,000	\$165,000	\$165,000
R-6.4 _____	4500				
R-6.5 _____					
R-6.6 Total Other Forecasted Revenue (a+b)		\$165,000	\$165,000	\$165,000	\$165,000

Proposed Budget

South Cheyenne Water & Sewer District

FYE 6/30/2025

NAME OF DISTRICT/BOARD

CAPITAL OUTLAY BUDGET

	DOA Chart of Accounts	2022-2023 Actual	2023-2024 Estimated	2024-2025 Proposed	Pending Approval
E-1	Capital Outlay				
E-1.1	Real Property				
	6201				
E-1.2	Vehicles	\$50,137	\$37,060	\$2,000	\$2,000
E-1.3	Office Equipment	\$230	\$930	\$10,930	\$10,930
E-1.4	Other (Specify)				
E-1.5	Water Lines (5403)	\$48,827	\$1,743	\$50,000	\$50,000
E-1.6	Meters (5402)	\$18,139	\$56,038	\$50,000	\$50,000
E-1.7	see additional details	\$385,491	\$495,337	\$2,575,000	\$2,575,000
E-1.8	TOTAL CAPITAL OUTLAY	\$502,824	\$591,108	\$2,687,930	\$2,687,930

ADMINISTRATION BUDGET

	DOA Chart of Accounts	2022-2023 Actual	2023-2024 Estimated	2024-2025 Proposed	Pending Approval
E-2	Personnel Services				
E-2.1	Administrator				
	7002				
E-2.2	Secretary				
	7003				
E-2.3	Clerical	\$167,747	\$149,377	\$221,000	\$221,000
E-2.4	Other (Specify)				
E-2.5	Auto Allowance (5103)	\$960	\$800		
	7005				
E-2.6	Accrued Leave (5106)	\$25,965	\$21,162	\$26,795	\$26,795
	7005				
E-2.7	see additional details	\$72	\$72	\$100	\$100
	7005				
E-3	Board Expenses				
E-3.1	Travel				
	7011				
E-3.2	Mileage				
	7012				
E-3.3	Other (Specify)				
E-3.4	Directors Expense (5175)	\$7,025	\$8,506	\$9,000	\$9,000
	7013				
E-3.5					
	7013				
E-3.6					
E-4	Contractual Services				
E-4.1	Legal	\$18,358	\$18,221	\$35,000	\$35,000
	7021				
E-4.2	Accounting/Auditing	\$47,787	\$30,480	\$60,000	\$60,000
	7022				
E-4.3	Other (Specify)				
E-4.4	Web Page Expense (5439)	\$67	\$107	\$110	\$110
	7023				
E-4.5	Computer Technician (5325)	\$405	\$642	\$600	\$600
	7023				
E-4.6	see additional details	\$57,405	\$52,184	\$135,810	\$135,810
	7023				
E-5	Other Administrative Expenses				
E-5.1	Office Supplies	\$3,236	\$2,158	\$3,236	\$3,236
	7031				
E-5.2	Office equipment, rent & repair				
	7032				
E-5.3	Education				
	7033				
E-5.4	Registrations				
	7034				
E-5.5	Other (Specify)				
E-5.6	Utilities (5300)	\$9,702	\$7,802	\$8,600	\$8,600
	7035				
E-5.7	Telephone (5301)	\$4,974	\$5,216	\$5,700	\$5,700
	7035				
E-5.8	see additional details	\$47,342	\$53,388	\$63,898	\$63,898
	7035				
E-6	TOTAL ADMINISTRATION	\$391,045	\$350,115	\$569,849	\$569,849

Proposed Budget

OPERATIONS BUDGET

	DOA Chart of Accounts	2022-2023 Actual	2023-2024 Estimated	2024-2025 Proposed	Pending Approval	
E-7	Personnel Services					
E-7.1	Wages--Operations	7202	\$313,229	\$383,397	\$362,000	\$362,000
E-7.2	Service Contracts	7203				
E-7.3	Other (Specify)					
E-7.4	Summer Staff (5205)	7204				
E-7.5	Overtime (5201)	7204	\$4,979	\$7,515	\$7,500	\$7,500
E-7.6	see additional details		\$48,704	\$43,840	\$60,000	\$60,000
E-8	Travel					
E-8.1	Mileage	7211				
E-8.2	Other (Specify)					
E-8.3		7212				
E-8.4		7212				
E-8.5						
E-9	Operating supplies (List)					
E-9.1	Truck & Auto (5203)	7220	\$7,369	\$11,268	\$12,000	\$12,000
E-9.2	Fuel Maintenance (5204)	7220	\$17,670	\$16,509	\$18,500	\$18,500
E-9.3	Uniforms (5210)	7220	\$8,325	\$9,749	\$10,000	\$10,000
E-9.4	Misc Tools & Equipment	7220		\$1,030	\$858	\$858
E-9.5						
E-10	Program Services (List)					
E-10.1	Locating (5313)	7230	\$3,561	\$4,785	\$4,800	\$4,800
E-10.2	Drug Testing (5314)	7230	\$290	\$120	\$290	\$290
E-10.3	Water Testing (6002)	7230	\$7,535	\$7,634	\$8,500	\$8,500
E-10.4	Lead & Copper Rule	7230		\$7,026	\$10,000	\$10,000
E-10.5						
E-11	Contractual Arrangements (List)					
E-11.1	Mapping (5312)	7400	\$0	\$6,708	\$7,000	\$7,000
E-11.2	Copier/Printer (5315)	7400	\$4,767	\$4,274	\$5,200	\$5,200
E-11.3	Water Services - BOPU (6001)	7400	\$2,334,163	\$2,322,719	\$2,500,000	\$2,500,000
E-11.4	Sewer Services - BOPU (6500)	7400	\$1,068,957	\$1,338,990	\$1,400,000	\$1,400,000
E-11.5						
E-12	Other operations (Specify)					
E-12.1	Maintenance Heavy Equipment (6010)	7450	\$1,034	\$1,391	\$50,000	\$50,000
E-12.2	Maintennce Office & Grounds (5500)	7450	\$3,898	\$4,621	\$8,000	\$8,000
E-12.3	Maintenance Water Lines (6020)	7450	\$69,734	\$80,955	\$80,000	\$80,000
E-12.4	Maintenance Meters (6030)	7450	\$2,025	\$1,245	\$2,025	\$2,025
E-12.5	see additional details		\$944	\$882	\$944	\$944
E-13	TOTAL OPERATIONS		\$3,897,184	\$4,254,658	\$4,547,617	\$4,547,617

Proposed Budget

South Cheyenne Water & Sewer District

FYE 6/30/2025

INDIRECT COSTS BUDGET

	DOA Chart of Accounts	2022-2023 Actual	2023-2024 Estimated	2024-2025 Proposed	Pending Approval
E-14	Insurance				
E-14.1	Liability	\$36,911	\$44,659	\$48,000	\$48,000
E-14.2	Buildings and vehicles				
E-14.3	Equipment				
E-14.4	Other (Specify)				
E-14.5	Surety Bonds (5156)	\$260	\$240	\$260	\$260
E-14.6	Directors Insurance (5381)	\$2,576	\$3,277	\$3,500	\$3,500
E-14.7					
E-15	Indirect payroll costs:				
E-15.1	FICA (Social Security) taxes	\$41,256	\$45,633	\$46,000	\$46,000
E-15.2	Workers Compensation	\$3,934	\$3,707	\$4,401	\$4,401
E-15.3	Unemployment Taxes	\$0	\$0	\$0	
E-15.4	Retirement	\$50,544	\$65,686	\$68,000	\$68,000
E-15.5	Health Insurance	\$234,686	\$240,587	\$255,000	\$255,000
E-15.6	Other (Specify)				
E-15.7					
E-15.8					
E-15.9					
E-17	TOTAL INDIRECT COSTS	\$370,167	\$403,789	\$425,161	\$425,161

DEBT SERVICE BUDGET

	DOA Chart of Accounts	2022-2023 Actual	2023-2024 Estimated	2024-2025 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

South Cheyenne Water & Sewer District
NAME OF DISTRICT/BOARD _____

FYE 6/30/2025

GENERAL FUNDS				
----------------------	--	--	--	--

		End of Year	Beginning	Beginning	
		2022-2023 Actual	2023-2024 Estimated	2024-2025 Proposed	Pending Approval
C-1	Balances at Beginning of Fiscal Year				
C-1.1	General Fund Checking	\$2,142,045	\$2,142,045	\$2,225,253	\$2,225,253
C-1.2	Savings and Investments		\$0		
C-1.3	General Fund CD Balance		\$0		
C-1.4	All Other Funds		\$0		
C-1.5	Reserves (From Below)	\$837,612	\$837,612	\$912,612	\$912,612
C-1.6	Total Estimated Cash and Investments on Hand	\$2,979,657	\$2,979,657	\$3,137,865	\$3,137,865

C-2	General Fund Reductions:				
C-2.1	a. Unpaid bills at FYE				
C-2.2	b. Reserves	\$837,612	\$837,612	\$912,612	\$912,612
C-2.3	Total Deductions (a+b)	\$837,612	\$837,612	\$912,612	\$912,612
C-2.4	Estimated Non-Restricted Funds Available	\$2,142,045	\$2,142,045	\$2,225,253	\$2,225,253

	DOA Chart of Accounts			
SINKING & DEBT SERVICE FUNDS	1070			

		2022-2023 Actual	2023-2024 Estimated	2024-2025 Proposed	Pending 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			\$75,000	\$75,000
C-3.4	<i>Date of Reserve Approval in Minutes:</i> _____				
C-3.5	SUB-TOTAL	\$0	\$0	\$75,000	\$75,000
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	\$75,000	\$75,000

RESERVES	1090			
-----------------	-------------	--	--	--

		2022-2023 Actual	2023-2024 Estimated	2024-2025 Proposed	Pending Approval
C-4					
C-4.1	Beginning Balance in Reserve Account (end of previous year)	\$837,612	\$837,612	\$837,612	\$837,612
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	\$837,612	\$837,612	\$837,612	\$837,612
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	\$837,612	\$837,612	\$837,612	\$837,612

BOND FUNDS	1060			
-------------------	-------------	--	--	--

		2022-2023 Actual	2023-2024 Estimated	2024-2025 Proposed	Pending 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