

# Final Budget

Donkey Creek Improvement and Service District	
Budget Hearing Information	
PO Box 4037	Location: 400 S Gillette Ave, Suite 106
Gillette, WY 82717	Date: 7/17/2019
307-685-8235	Time: 4:30 p.m.
Campbell County	Budget Prepared by: Helenanne Cathey

S-A	<b>BUDGET MESSAGE</b>	W.S. 16-4-104(d)
The District manages the roads and provides ongoing maintenance and improvements to the road as the budget allows. The annual assessment will stay at \$600 per lot.		

S-B	<b>RESERVE DESCRIPTION</b>
The District does not have any reserves.	

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>Ron Winterholler, President</td> <td>Nov., 2020</td> </tr> <tr> <td>Tony Deimling, Vice Pres. Elect</td> <td>Nov., 2020</td> </tr> <tr> <td>Jack Matheny, Sec./Treas</td> <td>Nov., 2022</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> </tbody> </table>	Names of Board Members	Date of End of Term	Ron Winterholler, President	Nov., 2020	Tony Deimling, Vice Pres. Elect	Nov., 2020	Jack Matheny, Sec./Treas	Nov., 2022																	<table style="width: 100%;"> <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;">Yes</td> </tr> <tr> <td colspan="2"><b>If Yes, enter</b></td> </tr> <tr> <td>Address of office:</td> <td>400 S Gillette Ave, Suite 106</td> </tr> <tr> <td>City, State, Zip:</td> <td>Gillette, WY 82717</td> </tr> <tr> <td>Phone Number:</td> <td>307-685-8235</td> </tr> <tr> <td>Hours Open:</td> <td>Monday through Thursday, 9-5</td> </tr> <tr> <td colspan="2" style="height: 30px;"> </td> </tr> </table>	Does the district have regular office hours exceeding 20 hours per week?	Yes	<b>If Yes, enter</b>		Address of office:	400 S Gillette Ave, Suite 106	City, State, Zip:	Gillette, WY 82717	Phone Number:	307-685-8235	Hours Open:	Monday through Thursday, 9-5		
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Where are the minutes of your board meeting available for public review?  
 400 S Gillette Ave, Suite 106, Gillette and online at [www.catheyconsulting.net](http://www.catheyconsulting.net)

How and where are the notices of meeting posted for the public?  
 online at [www.catheyconsulting.net](http://www.catheyconsulting.net) and in meeting minutes

Where are the public meetings held?  
 400 S Gillette Ave., Suite 106, Gillette

## FINAL BUDGET SUMMARY

OVERVIEW		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Final Approval
S-1	<b>Total Budgeted Expenditures</b>	\$3,110	\$13,614	\$19,787	\$20,203
S-2	<b>Total Principal to Pay on Debt</b>	\$0	\$0	\$0	\$0
S-3	<b>Total Change to Restricted Funds</b>	\$0	\$0	\$0	\$0
S-4	<b>Total General Fund and Forecasted Revenues Available</b>	\$10,619	\$14,976	\$19,787	\$20,203
S-5	<i>Amount requested from County Commissioners</i>	\$7,200	\$9,000	\$9,000	\$9,000
S-6	<b>Additional Funding Needed :</b>			\$0	\$0

REVENUE SUMMARY		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Final Approval
S-7	<b>Operating Revenues</b>	\$0	\$0	\$0	\$0
S-8	<b>Tax levy (From the County Treasurer)</b>	\$7,200	\$9,000	\$9,000	\$9,000
S-9	<b>Government Support</b>	\$0	\$2,561	\$1,817	\$1,782
S-10	<b>Grants</b>	\$0	\$0	\$0	\$0
S-11	<b>Other County Support (Not from Co. Treas.)</b>	\$0	\$0	\$0	\$0
S-12	<b>Miscellaneous</b>	\$13	\$9	\$20	\$320
S-13	<b>Other Forecasted Revenue</b>	\$0	\$0	\$0	\$0

S-14	<b>Total Revenue</b>	\$7,213	\$11,570	\$10,837	\$11,102
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FY 7/1/19-6/30/20 Donkey Creek Improvement and Service District

EXPENDITURE SUMMARY		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Final Approval
S-15	<b>Capital Outlay</b>	\$0	\$0	\$0	\$0
S-16	<b>Interest and Fees On Debt</b>	\$0	\$0	\$0	\$0
S-17	<b>Administration</b>	\$2,211	\$2,470	\$2,620	\$2,620
S-18	<b>Operations</b>	\$0	\$10,245	\$16,217	\$16,633
S-19	<b>Indirect Costs</b>	\$899	\$899	\$950	\$950
S-20R	<b>Expenditures paid by Reserves</b>	\$0	\$0	\$0	\$0
S-20	<b>Total Expenditures</b>	\$3,110	\$13,614	\$19,787	\$20,203

DEBT SUMMARY		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Final Approval
S-21	<b>Principal Paid on Debt</b>	\$0	\$0	\$0	\$0

CASH AND INVESTMENTS		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Final Approval
S-22	<b>TOTAL GENERAL FUNDS</b>	\$3,406	\$3,406	\$8,950	\$9,101

**Summary of Reserve Funds**

S-23	<b>Beginning Balance in Reserve Accounts</b>				
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
	<b>Total Reserves (a+b+c)</b>	\$0	\$0	\$0	\$0
S-27	<b>Amount to be added</b>				
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
	<b>Total to be added (a+b+c)</b>	\$0	\$0	\$0	\$0
S-31	<b>Subtotal</b>	\$0	\$0	\$0	\$0
S-32	<b>Less Total to be spent</b>	\$0	\$0	\$0	\$0
S-33	<b>TOTAL RESERVES AT END OF FISCAL YEAR</b>	\$0	\$0	\$0	\$0

*End of Summary*

Jack Matheny, Secretary/Treasurer  
 Budget Officer / District Official (if not same as "Submitted by")

Date adopted by Special District 7/17/2019

**DISTRICT ADDRESS:** PO Box 4037  
 Gillette, WY 82717

**PREPARED BY:** Helenanne Cathey

**DISTRICT PHONE:** 307-685-8235

# Final Budget

Donkey Creek Improvement and Service District  
**NAME OF DISTRICT/BOARD**

FYE 6/30/2020

## PROPERTY TAXES AND ASSESSMENTS

	2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Final Approval
<b>R-1 Property Taxes and Assessments Received</b>				
R-1.1 Tax Levy (From the County Treasurer)	\$7,200	\$9,000	\$9,000	\$9,000
R-1.2 Other County Support				

## FORECASTED REVENUE

	2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Final Approval
<b>R-2 Revenues from Other Governments</b>				
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>County Grant</u>		\$2,561	\$1,817	\$1,782
R-2.5 <b>Total Government Support</b>	\$0	\$2,561	\$1,817	\$1,782
<b>R-3 Operating Revenues</b>				
R-3.1 Customer Charges				
R-3.2 Sales of Goods or Services				
R-3.3 Other Assessments				
R-3.4 <b>Total Operating Revenues</b>	\$0	\$0	\$0	\$0
<b>R-4 Grants</b>				
R-4.1 Direct Federal Grants				
R-4.2 Federal Grants thru State Agencies				
R-4.3 Grants from State Agencies				
R-4.4 <b>Total Grants</b>	\$0	\$0	\$0	\$0
<b>R-5 Miscellaneous Revenue</b>				
R-5.1 Interest	\$13	\$9	\$20	\$20
R-5.2 Other: Specify <u>Receivables</u>				\$300
R-5.3 Other: Additional				
R-5.4 <b>Total Miscellaneous</b>	\$13	\$9	\$20	\$320
R-5.5 <b>Total Forecasted Revenue</b>	\$13	\$2,570	\$1,837	\$2,102
<b>R-6 Other Forecasted Revenue</b>				
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 <b>Total Other Forecasted Revenue (a+b)</b>	\$0	\$0	\$0	\$0

# Final Budget

Donkey Creek Improvement and Service District

FYE 6/30/2020

**NAME OF DISTRICT/BOARD**

## CAPITAL OUTLAY BUDGET

		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Final Approval
<b>E-1</b>	<b>Capital Outlay</b>				
E-1.1	Real Property				
E-1.2	Vehicles				
E-1.3	Office Equipment				
E-1.4	Other (Specify)				
E-1.5	_____				
E-1.6	_____				
E-1.7					
E-1.8	<b>TOTAL CAPITAL OUTLAY</b>	\$0	\$0	\$0	\$0

## ADMINISTRATION BUDGET

		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Final Approval
<b>E-2</b>	<b>Personnel Services</b>				
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					
<b>E-3</b>	<b>Board Expenses</b>				
E-3.1	Travel				
E-3.2	Mileage				
E-3.3	Other (Specify)				
E-3.4	_____				
E-3.5	_____				
E-3.6					
<b>E-4</b>	<b>Contractual Services</b>				
E-4.1	Legal				
E-4.2	Accounting/Auditing				
E-4.3	Other (Specify)				
E-4.4	_____				
E-4.5	_____				
E-4.6					
<b>E-5</b>	<b>Other Administrative Expenses</b>				
E-5.1	Office Supplies				
E-5.2	Office equipment, rent & repair				
E-5.3	Education				
E-5.4	Registrations				
E-5.5	Other (Specify)				
E-5.6	Total Administrative	\$2,211	\$2,470	\$2,620	\$2,620
E-5.7	_____				
E-5.8					
<b>E-6</b>	<b>TOTAL ADMINISTRATION</b>	\$2,211	\$2,470	\$2,620	\$2,620

# Final Budget

Donkey Creek Improvement and Service District

FYE 6/30/2020

## OPERATIONS BUDGET

		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Final Approval
<b>E-7</b>	<b>Personnel Services</b>				
E-7.1	Wages--Operations				
E-7.2	Service Contracts				
E-7.3	Other (Specify)				
E-7.4	_____				
E-7.5	_____				
E-7.6	_____				
<b>E-8</b>	<b>Travel</b>				
E-8.1	Mileage				
E-8.2	Other (Specify)				
E-8.3	_____				
E-8.4	_____				
E-8.5	_____				
<b>E-9</b>	<b>Operating supplies (List)</b>				
E-9.1	_____				
E-9.2	_____				
E-9.3	_____				
E-9.4	_____				
E-9.5	_____				
<b>E-10</b>	<b>Program Services (List)</b>				
E-10.1	_____				
E-10.2	_____				
E-10.3	_____				
E-10.4	_____				
E-10.5	_____				
<b>E-11</b>	<b>Contractual Arrangements (List)</b>				
E-11.1	_____				
E-11.2	_____				
E-11.3	_____				
E-11.4	_____				
E-11.5	_____				
<b>E-12</b>	<b>Other operations (Specify)</b>				
E-12.1	Total Operations	\$0	\$10,245	\$16,217	\$16,633
E-12.2	_____				
E-12.3	_____				
E-12.4	_____				
E-12.5	_____				
<b>E-13</b>	<b>TOTAL OPERATIONS</b>	<b>\$0</b>	<b>\$10,245</b>	<b>\$16,217</b>	<b>\$16,633</b>

# Final Budget

Donkey Creek Improvement and Service District

FYE 6/30/2020

## INDIRECT COSTS BUDGET

			2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Final Approval
<b>E-14</b>	<b>Insurance</b>					
E-14.1	Liability		\$899	\$899	\$950	\$950
E-14.2	Buildings and vehicles					
E-14.3	Equipment					
E-14.4	Other (Specify)					
E-14.5	_____					
E-14.6	_____					
E-14.7						
<b>E-15</b>	<b>Indirect payroll costs:</b>					
E-15.1	FICA (Social Security) taxes					
E-15.2	Workers Compensation					
E-15.3	Unemployment Taxes					
E-15.4	Retirement					
E-15.5	Health Insurance					
E-15.6	Other (Specify)					
E-15.7	_____					
E-15.8	_____					
E-15.9						
<b>E-17</b>	<b>TOTAL INDIRECT COSTS</b>		<b>\$899</b>	<b>\$899</b>	<b>\$950</b>	<b>\$950</b>

## DEBT SERVICE BUDGET

			2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Final Approval
<b>D-1</b>	<b>Debt Service</b>					
D-1.1	Principal					
D-1.2	Interest					
D-1.3	Fees					
<b>D-2</b>	<b>TOTAL DEBT SERVICE</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

# Final Budget

Donkey Creek Improvement and Service District  
**NAME OF DISTRICT/BOARD**

FYE 6/30/2020

## GENERAL FUNDS

		End of Year	Beginning	Beginning	
		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Final Approval
<b>C-1</b>	<b>Balances at Beginning of Fiscal Year</b>				
C-1.1	General Fund Checking Account Balance	\$3,406	\$3,406	\$8,950	\$9,101
C-1.2	Savings and Investments Account Balance		\$0		
C-1.3	General Fund CD Balance		\$0		
C-1.4	All Other Funds		\$0		
C-1.5	Reserves (From Below)	\$0	\$0	\$0	\$0
C-1.6	<b>Total Estimated Cash and Investments on Hand</b>	<b>\$3,406</b>	<b>\$3,406</b>	<b>\$8,950</b>	<b>\$9,101</b>
<b>C-2</b>	<b>General Fund Reductions:</b>				
C-2.1	a. Unpaid bills at FYE				
C-2.2	b. Reserves	\$0	\$0	\$0	\$0
C-2.3	<b>Total Deductions (a+b)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
C-2.4	<b>Estimated Non-Restricted Funds Available</b>	<b>\$3,406</b>	<b>\$3,406</b>	<b>\$8,950</b>	<b>\$9,101</b>

## SINKING & DEBT SERVICE FUNDS

		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Final Approval
<b>C-3</b>					
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	<b>SUB-TOTAL</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
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	<b>TOTAL CAPITAL OUTLAY (a+b+c)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
C-3.12	Balance to be retained	\$0	\$0	\$0	\$0

## RESERVES

		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Final Approval
<b>C-4</b>					
C-4.1	Beginning Balance in Reserve Account (end of previous year)		\$0	\$0	
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	<b>SUB-TOTAL</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
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	<b>TOTAL OTHER RESERVE OUTLAY (a+b+c)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
C-4.12	Balance to be retained	\$0	\$0	\$0	\$0

## BOND FUNDS

		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Final Approval
<b>C-5</b>					
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	<b>SUB-TOTAL</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
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	<b>TOTAL TO BE SPENT</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>