

Final Budget

South Douglas Highway Water & Sewer District	
Budget Hearing Information	
PO Box 2245	Location: 400 S Gillette Avenue
Gillette, WY 82717	Date: 6/26/2019
307-685-8235	Time: 12:00 p.m.
Campbell County	Budget Prepared by: Helenanne Cathey

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

The District's revenue will stay the same as last year with no mil levy again this year. All services are contracted so no staff are employed by the District. The majority of the District has been annexed into the City of Gillette, so bills are minimal. There is only one small section of sewer line serving Stroup Mobile Home Park that is still in the District.

S-B RESERVE DESCRIPTION

The District maintains an Unencumbered Reserves Balance which will be used in the coming years to manage the District until the District dissolves, which will occur as soon as the debt is paid off.

S-C

Names of Board Members	Date of End of Term
Dan King, President	Nov., 2019
David Riley, Secretary	Nov., 2019
Arlyn Magnuson, Treasurer	Nov., 2019
Bill Edenfield	Nov., 2021
Dennis Stillman	Nov., 2019

Does the district have regular office hours exceeding 20 hours per week? Yes

If Yes, enter

Address of office: 400 S Gillette Ave, Suite 106

City, State, Zip: Gillette, WY 82716

Phone Number: 307-685-8235

Hours Open: Monday - Thursday, 9-5

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

How and where are the notices of meeting posted for the public?
www.catheyconsulting.net and in meeting minutes

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

FINAL BUDGET SUMMARY

OVERVIEW		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Final Approval
S-1	Total Budgeted Expenditures	\$545,948	\$696,234	\$417,494	\$417,494
S-2	Total Principal to Pay on Debt	\$289,997	\$916,703	\$305,819	\$305,819
S-3	Total Change to Restricted Funds	\$13,223	-\$183,781	-\$305,819	-\$305,819
S-4	Total General Fund and Forecasted Revenues Available	\$960,745	\$972,585	\$537,917	\$550,718
S-5	<i>Amount requested from County Commissioners</i>	\$381,734	\$388,443	\$388,417	\$388,417
S-6	Additional Funding Needed :			\$0	\$0

REVENUE SUMMARY		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Final Approval
S-7	Operating Revenues	\$0	\$0	\$0	\$0
S-8	Tax levy (From the County Treasurer)	\$381,734	\$388,443	\$388,417	\$388,417
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	\$15,053	\$20,184	\$10,800	\$10,800
S-13	Other Forecasted Revenue	\$0	\$0	\$0	\$0

S-14	Total Revenue	\$396,787	\$408,627	\$399,217	\$399,217
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FY 7/1/19-6/30/20 South Douglas Highway Water & Sewer District

EXPENDITURE SUMMARY		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Final Approval
S-15	Capital Outlay	\$0	\$0	\$0	\$0
S-16	Interest and Fees On Debt	\$85,197	\$78,491	\$69,375	\$69,375
S-17	Administration	\$28,784	\$21,074	\$25,550	\$25,550
S-18	Operations	\$55,308	\$0	\$15,000	\$15,000
S-19	Indirect Costs	\$1,465	\$1,475	\$1,750	\$1,750
S-20R	Expenditures paid by Reserves	\$375,194	\$595,194	\$305,819	\$305,819
S-20	Total Expenditures	\$545,948	\$696,234	\$417,494	\$417,494

DEBT SUMMARY		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Final Approval
S-21	Principal Paid on Debt	\$289,997	\$916,703	\$305,819	\$305,819

CASH AND INVESTMENTS		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Final Approval
S-22	TOTAL GENERAL FUNDS	\$563,958	\$563,958	\$138,700	\$151,501

Summary of Reserve Funds

S-23	Beginning Balance in Reserve Accounts				
S-24	a. Sinking and Debt Service Funds	\$933,558	\$946,781	\$763,000	\$757,028
S-25	b. Reserves	\$0	\$0	\$0	\$0
S-26	c. Bond Funds	\$0	\$0	\$0	\$0
	Total Reserves (a+b+c)	\$933,558	\$946,781	\$763,000	\$757,028
S-27	Amount to be added				
S-28	a. Sinking and Debt Service Funds	\$388,417	\$411,413	\$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)	\$388,417	\$411,413	\$0	\$0
S-31	Subtotal	\$1,321,975	\$1,358,194	\$763,000	\$757,028
S-32	Less Total to be spent	\$375,194	\$595,194	\$305,819	\$305,819
S-33	TOTAL RESERVES AT END OF FISCAL YEAR	\$946,781	\$763,000	\$457,181	\$451,209

End of Summary

Arlyn Magnuson, Treasurer
Budget Officer / District Official (if not same as "Submitted by")

Date adopted by Special District 6/26/2019

DISTRICT ADDRESS: PO Box 2245
Gillette, WY 82717

PREPARED BY: Helenanne Cathey

DISTRICT PHONE: 307-685-8235

Final Budget

South Douglas Highway Water & Sewer District
NAME OF DISTRICT/BOARD

FYE 6/30/2020

PROPERTY TAXES AND ASSESSMENTS

		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Final Approval
R-1	Property Taxes and Assessments Received				
R-1.1	Tax Levy (From the County Treasurer)	\$381,734	\$388,443	\$388,417	\$388,417
R-1.2	Other County Support				

FORECASTED REVENUE

		2017-2018 Actual	2018-2019 Estimated	2019-2020 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)				
R-2.5	Total Government Support	\$0	\$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				
R-4.3	Grants from State Agencies				
R-4.4	Total Grants	\$0	\$0	\$0	\$0
R-5	Miscellaneous Revenue				
R-5.1	Interest	\$14,613	\$20,180	\$10,800	\$10,800
R-5.2	Other: Specify <u>Misc.</u>	\$440	\$4		
R-5.3	Other: Additional				
R-5.4	Total Miscellaneous	\$15,053	\$20,184	\$10,800	\$10,800
R-5.5	Total Forecasted Revenue	\$15,053	\$20,184	\$10,800	\$10,800
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

South Douglas Highway Water & Sewer District
NAME OF DISTRICT/BOARD

FYE 6/30/2020

CAPITAL OUTLAY BUDGET

		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Final Approval
E-1	Capital Outlay				
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	TOTAL CAPITAL OUTLAY	\$0	\$0	\$0	\$0

ADMINISTRATION BUDGET

		2017-2018 Actual	2018-2019 Estimated	2019-2020 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				
E-3.2	Mileage				
E-3.3	Other (Specify)				
E-3.4	_____				
E-3.5	_____				
E-3.6					
E-4	Contractual Services				
E-4.1	Legal				
E-4.2	Accounting/Auditing				
E-4.3	Other (Specify)				
E-4.4	_____				
E-4.5	_____				
E-4.6					
E-5	Other Administrative Expenses				
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	\$28,784	\$21,074	\$25,550	\$25,550
E-5.7	_____				
E-5.8					
E-6	TOTAL ADMINISTRATION	\$28,784	\$21,074	\$25,550	\$25,550

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FYE 6/30/2020

OPERATIONS BUDGET

		2017-2018 Actual	2018-2019 Estimated	2019-2020 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	_____				
E-8.4	_____				
E-8.5	_____				
E-9	Operating supplies (List)				
E-9.1	_____				
E-9.2	_____				
E-9.3	_____				
E-9.4	_____				
E-9.5	_____				
E-10	Program Services (List)				
E-10.1	_____				
E-10.2	_____				
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	Total Operations	\$55,308	\$0	\$15,000	\$15,000
E-12.2	_____				
E-12.3	_____				
E-12.4	_____				
E-12.5	_____				
E-13	TOTAL OPERATIONS	\$55,308	\$0	\$15,000	\$15,000

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South Douglas Highway Water & Sewer District

FYE 6/30/2020

INDIRECT COSTS BUDGET

			2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Final Approval
E-14	Insurance					
E-14.1	Liability		\$1,465	\$1,475	\$1,750	\$1,750
E-14.2	Buildings and vehicles					
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					
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						
E-17	TOTAL INDIRECT COSTS		\$1,465	\$1,475	\$1,750	\$1,750

DEBT SERVICE BUDGET

			2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Final Approval
D-1	Debt Service					
D-1.1	Principal		\$289,997	\$916,703	\$305,819	\$305,819
D-1.2	Interest		\$85,197	\$78,491	\$69,375	\$69,375
D-1.3	Fees					
D-2	TOTAL DEBT SERVICE		\$375,194	\$995,194	\$375,194	\$375,194

Final Budget

South Douglas Highway Water & Sewer District
NAME OF DISTRICT/BOARD

FYE 6/30/2020

GENERAL FUNDS

		End of Year	Beginning	Beginning	
		2017-2018	2018-2019	2019-2020	Final Approval
		Actual	Estimated	Proposed	
C-1	Balances at Beginning of Fiscal Year				
C-1.1	General Fund Checking Account Balance	\$106,561	\$106,561	\$75,700	\$90,557
C-1.2	Savings and Investments Account Balance	\$457,397	\$457,397	\$63,000	\$60,944
C-1.3	General Fund CD Balance		\$0		
C-1.4	All Other Funds		\$0		
C-1.5	Reserves (From Below)	\$946,781	\$946,781	\$457,181	\$451,209
C-1.6	Total Estimated Cash and Investments on Hand	\$1,510,739	\$1,510,739	\$595,881	\$602,710
C-2	General Fund Reductions:				
C-2.1	a. Unpaid bills at FYE				
C-2.2	b. Reserves	\$946,781	\$763,000	\$457,181	\$451,209
C-2.3	Total Deductions (a+b)	\$946,781	\$763,000	\$457,181	\$451,209
C-2.4	Estimated Non-Restricted Funds Available	\$563,958	\$747,739	\$138,700	\$151,501

SINKING & DEBT SERVICE FUNDS

		2017-2018	2018-2019	2019-2020	Final Approval
		Actual	Estimated	Proposed	
C-3	Beginning Balance in Reserve Account (end of previous year)	\$933,558	\$946,781	\$763,000	\$757,028
C-3.2	<i>Date of Reserve Approval in Minutes:</i>				
C-3.3	Amount to be added to the reserve	\$388,417	\$411,413		
C-3.4	<i>Date of Reserve Approval in Minutes:</i>				
C-3.5	SUB-TOTAL	\$1,321,975	\$1,358,194	\$763,000	\$757,028
C-3.6	Identify the amount and project to be spent				
C-3.7	a. _____	\$375,194	\$595,194	\$305,819	\$305,819
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)	\$375,194	\$595,194	\$305,819	\$305,819
C-3.12	Balance to be retained	\$946,781	\$763,000	\$457,181	\$451,209

RESERVES

		2017-2018	2018-2019	2019-2020	Final Approval
		Actual	Estimated	Proposed	
C-4	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	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	<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	\$0	\$0	\$0	\$0

BOND FUNDS

		2017-2018	2018-2019	2019-2020	Final Approval
		Actual	Estimated	Proposed	
C-5	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	\$375,194	\$595,194	\$305,819	\$305,819