

Proposed Budget

Central Campbell County Improvement and Service District	
<small>Budget Hearing Information</small>	
6304 Irving Blvd	Location: 6304 Irving Blvd
Gillette WY 82718	Date: 7/16/2019
307-686-1221	Time: 7:00 PM
Campbell County	Budget Prepared by: Jaci Melgaard

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

The figures presented in the budgeting process are shown on an accrual basis and reconciled to cash with net changes in Accounts Payable and Accounts Receivable. The actual net income for 2017/18 shows an increase of \$61,919. The estimated net income for 2018/19 shows an increase of \$47,031. The projected net income for 2019/20 shows an increase of \$18,850.

The District does not have dedicated reserve accounts. The cash in the savings and investment accounts is set aside for major well repairs and other capital purchases as necessary.

The 2018/19 budget was amended at board meetings and line item transfers were made without exceeding the overall projected expenses approved in the original budget. The ongoing curb stop project was completed in 2018/19 and Well #4 and Well #6 required major repairs. Those expenditures are not budgeted for in the 2019/20 budget. The capital expenditures budgeted for in 2019/20 are for street light repair and street improvements. The expense for Street Improvements increased for 2019/20 as the Board plans to focus on that area this next year. Sewer expenses are increasing in 2019/20 as per notice from the City of Gillette and are reflected in the budget. The amount budgeted for well repairs will be added to cash if it is not needed.

S-B RESERVE DESCRIPTION

There are no dedicated reserve accounts at this time.

S-C

Names of Board Members	Date of End of Term
Robert Meigs	11/22
Robert Day	11/20
Robert Zabel	11/22

Does the district have regular office hours exceeding 20 hours per week? No Yes

If Yes, enter

Address of office: 6304 Irving Blvd
 City, State, Zip: Gillette WY 82718
 Phone Number: 307-686-1221
 Hours Open: 10 am - 1 pm M-F, available after hours upon request

Where are the minutes of your board meeting available for public review?
 6304 Irving Blvd, Gillette WY 82718

How and where are the notices of meeting posted for the public?
 Website, Quarterly Newsletter, Message Boards located in the District, Newspaper

Where are the public meetings held?
 6304 Irving Blvd, Gillette WY 82718

PROPOSED BUDGET SUMMARY

OVERVIEW		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
S-1	Total Budgeted Expenditures	\$249,360	\$281,258	\$338,600	\$338,600
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	\$634,931	\$651,941	\$728,133	\$728,133
S-5	Amount requested from County Commissioners	\$130,443	\$135,000	\$135,000	\$135,000
S-6	Additional Funding Needed :			\$0	\$0

REVENUE SUMMARY		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
S-7	Operating Revenues	\$167,598	\$176,564	\$192,950	\$192,950
S-8	Tax levy (From the County Treasurer)	\$130,443	\$135,000	\$135,000	\$135,000
S-9	Government Support	\$3,370	\$12,725	\$25,500	\$25,500
S-10	Grants	\$0	\$0	\$0	\$0
S-11	Other County Support (Not from Co. Treas.)	\$0	\$0	\$0	\$0
S-12	Miscellaneous	\$1,448	\$4,000	\$4,000	\$4,000
S-13	Other Forecasted Revenue	\$8,420	\$0	\$0	\$0

S-14	Total Revenue	\$311,279	\$328,289	\$357,450	\$357,450
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FY 7/1/19-6/30/20 Central Campbell County Improvement and Service District

EXPENDITURE SUMMARY		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
S-15	Capital Outlay	\$130,804	\$111,583	\$105,000	\$105,000
S-16	Interest and Fees On Debt	\$0	\$0	\$0	\$0
S-17	Administration	\$6,608	\$27,197	\$11,500	\$11,500
S-18	Operations	\$110,848	\$141,378	\$221,000	\$221,000
S-19	Indirect Costs	\$1,100	\$1,100	\$1,100	\$1,100
S-20R	Expenditures paid by Reserves	\$0	\$0	\$0	\$0
S-20	Total Expenditures	\$249,360	\$281,258	\$338,600	\$338,600

DEBT SUMMARY		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
S-21	Principal Paid on Debt	\$0	\$0	\$0	\$0

CASH AND INVESTMENTS		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
S-22	TOTAL GENERAL FUNDS	\$323,652	\$323,652	\$370,683	\$370,683

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: 6304 Irving Blvd
Gillette WY 82718

PREPARED BY: Jaci Melgaard

DISTRICT PHONE: 307-686-1221

Proposed Budget

Central Campbell County Improvement and Service D

FYE 6/30/2020

NAME OF DISTRICT/BOARD

PROPERTY TAXES AND ASSESSMENTS

		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
R-1	Property Taxes and Assessments Received				
R-1.1	Tax Levy (From the County Treasurer)	\$130,443	\$135,000	\$135,000	\$135,000
R-1.2	Other County Support				

FORECASTED REVENUE

		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending 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>County Grant</u>	\$3,370	\$12,725	\$25,500	\$25,500
R-2.5	Total Government Support	\$3,370	\$12,725	\$25,500	\$25,500
R-3	Operating Revenues				
R-3.1	Customer Charges	\$167,598	\$176,564	\$192,950	\$192,950
R-3.2	Sales of Goods or Services				
R-3.3	Other Assessments				
R-3.4	Total Operating Revenues	\$167,598	\$176,564	\$192,950	\$192,950
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	\$1,448	\$4,000	\$4,000	\$4,000
R-5.2	Other: Specify				
R-5.3	Other: Additional				
R-5.4	Total Miscellaneous	\$1,448	\$4,000	\$4,000	\$4,000
R-5.5	Total Forecasted Revenue	\$172,416	\$193,289	\$222,450	\$222,450
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>Net Change in AR/AP</u>	\$8,420			
R-6.4	_____				
R-6.5	_____				
R-6.6	Total Other Forecasted Revenue (a+b)	\$8,420	\$0	\$0	\$0

Proposed Budget

Central Campbell County Improvement and Service Dist
NAME OF DISTRICT/BOARD

FYE 6/30/2020

CAPITAL OUTLAY BUDGET

		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending 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	<u>Curb Stops</u>	\$2,641	\$42,000		
E-1.6	<u>Well #4 and Well #6</u>	\$124,185	\$69,583		
E-1.7	see additional details	\$3,978		\$105,000	\$105,000
E-1.8	TOTAL CAPITAL OUTLAY	\$130,804	\$111,583	\$105,000	\$105,000

ADMINISTRATION BUDGET

		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending 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			\$2,500	\$2,500
E-4.2	Accounting/Auditing	\$3,900	\$4,000	\$4,200	\$4,200
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	<u>Advertising</u>	\$345	\$184	\$750	\$750
E-5.7	<u>Misc Storage Mgmt</u>	\$67	\$1,126	\$1,750	\$1,750
E-5.8	see additional details	\$2,296	\$21,887	\$2,300	\$2,300
E-6	TOTAL ADMINISTRATION	\$6,608	\$27,197	\$11,500	\$11,500

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FYE 6/30/2020

OPERATIONS BUDGET

			2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending 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	Sewer		\$97,061	\$108,000	\$150,000	\$150,000
E-11.2	Street Sweeping		\$5,750	\$5,750	\$6,000	\$6,000
E-11.3	Sewer Cleaning		\$1,980	\$2,340	\$10,000	\$10,000
E-11.4	_____					
E-11.5						
E-12	Other operations (Specify)					
E-12.1	Emergency Repairs		\$2,639	\$2,000	\$5,000	\$5,000
E-12.2	Street Repairs		\$3,418	\$5,000	\$0	
E-12.3	Water System GIS Surve			\$16,503		
E-12.4	Well Repairs			\$1,785	\$50,000	\$50,000
E-12.5						
E-13	TOTAL OPERATIONS		\$110,848	\$141,378	\$221,000	\$221,000

Proposed Budget

Central Campbell County Improvement and Service Dist

FYE 6/30/2020

INDIRECT COSTS BUDGET

			2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
E-14	Insurance					
E-14.1	Liability		\$1,100	\$1,100	\$1,100	\$1,100
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		\$1,100	\$1,100	\$1,100	\$1,100

DEBT SERVICE BUDGET

			2017-2018 Actual	2018-2019 Estimated	2019-2020 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

Central Campbell County Improvement and Service Di
NAME OF DISTRICT/BOARD

FYE 6/30/2020

GENERAL FUNDS

		End of Year 2017-2018 Actual	Beginning 2018-2019 Estimated	Beginning 2019-2020 Proposed	Pending Approval
C-1	Balances at Beginning of Fiscal Year				
C-1.1	General Fund Checking Account Balance	\$10,990	\$10,990	\$5,035	\$5,035
C-1.2	Savings and Investments Account Balance	\$312,662	\$312,662	\$365,648	\$365,648
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	Total Estimated Cash and Investments on Hand	\$323,652	\$323,652	\$370,683	\$370,683
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	\$323,652	\$323,652	\$370,683	\$370,683

SINKING & DEBT SERVICE FUNDS

		2017-2018 Actual	2018-2019 Estimated	2019-2020 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				
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

		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
C-4					
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	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 Actual	2018-2019 Estimated	2019-2020 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

