

Final Budget

Antelope Valley Improvement & Service District	
Budget Hearing Information	
PO Box 2787	Location: 400 S Gillette Ave., Suite 106, Gillette
Gillette, WY 82717	Date: 7/18/2019
307-685-8235	Time: 6:30 p.m.
Campbell County	Budget Prepared by: Helenanne Cathey

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

The Antelope Valley Improvement and Service District continues to manage and maintain the water system for the Antelope Valley and Pinnacle Heights Subdivisions. The District is moving to fully fund depreciation by setting aside reserves for the long term capital improvements and replacement of water system assets, so those dollars are included in the budget. The District anticipates major costs to either repair water tanks or replace them in the near future.

S-B RESERVE DESCRIPTION

The District is moving to fully fund depreciation by setting aside reserves for the long term capital improvements and replacement of water system assets, so those dollars are included in the budget. The District anticipates major costs to either repair water tanks or replace them in the near future.

S-C

Names of Board Members	Date of End of Term
Dennis Stillman, President	Nov., 2020
Troy Stuart, Vice President	Nov., 2022
Loren Crain, Secretary/Treasurer	Nov., 2022
Sheree Ghidelli, Director	Nov., 2020
Brian Spaur, Director	Nov., 2022

Does the district have regular office hours exceeding 20 hours per week?	<input type="checkbox"/> Yes
If Yes, enter	
Address of office:	400 S Gillette Ave., Suite 106
City, State, Zip:	Gillette, WY 82717
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.avid-avhoa.com

How and where are the notices of meeting posted for the public?
 online at www.avid-avhoa.com and in meeting minutes

Where are the public meetings held?
 400 S Gillette Ave., Suite 106, Gillette and workshops are sometimes at Wyoming Rib and Chop in Gillette

FINAL BUDGET SUMMARY

OVERVIEW		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Final Approval
S-1	Total Budgeted Expenditures	\$330,120	\$414,799	\$316,593	\$416,593
S-2	Total Principal to Pay on Debt	\$10,460	\$46,671	\$0	\$0
S-3	Total Change to Restricted Funds	\$0	-\$34,110	\$55,113	\$55,113
S-4	Total General Fund and Forecasted Revenues Available	\$660,638	\$654,390	\$646,870	\$707,362
S-5	Amount requested from County Commissioners	\$824	\$0	\$0	\$0
S-6	Additional Funding Needed :			\$0	\$0

REVENUE SUMMARY		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Final Approval
S-7	Operating Revenues	\$354,665	\$348,823	\$369,206	\$369,206
S-8	Tax levy (From the County Treasurer)	\$824	\$0	\$0	\$0
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	\$1,760	\$2,178	\$2,500	\$2,500
S-13	Other Forecasted Revenue	\$0	\$0	\$0	\$0

S-14	Total Revenue	\$357,249	\$351,001	\$371,706	\$371,706
FY 7/1/19-6/30/20		Antelope Valley Improvement & Service District			

EXPENDITURE SUMMARY		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Final Approval
S-15	Capital Outlay	\$55,852	\$42,885	\$0	\$0
S-16	Interest and Fees On Debt	\$2,960	\$2,410	\$0	\$0
S-17	Administration	\$54,217	\$45,000	\$51,620	\$51,620
S-18	Operations	\$195,628	\$208,938	\$254,973	\$354,973
S-19	Indirect Costs	\$21,463	\$8,315	\$10,000	\$10,000
S-20R	Expenditures paid by Reserves	\$0	\$107,251	\$0	\$0
S-20	Total Expenditures	\$330,120	\$414,799	\$316,593	\$416,593

DEBT SUMMARY		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Final Approval
S-21	Principal Paid on Debt	\$10,460	\$46,671	\$0	\$0

CASH AND INVESTMENTS		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Final Approval
S-22	TOTAL GENERAL FUNDS	\$303,389	\$303,389	\$275,164	\$335,656
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	\$395,000	\$395,000	\$360,890	\$360,890
S-26	c. Bond Funds	\$0	\$0	\$0	\$0
	Total Reserves (a+b+c)	\$395,000	\$395,000	\$360,890	\$360,890
S-27	Amount to be added				
S-28	a. Sinking and Debt Service Funds	\$0	\$0	\$0	\$0
S-29	b. Reserves	\$0	\$73,141	\$55,113	\$55,113
S-30	c. Bond Funds	\$0	\$0	\$0	\$0
	Total to be added (a+b+c)	\$0	\$73,141	\$55,113	\$55,113
S-31	Subtotal	\$395,000	\$468,141	\$416,003	\$416,003
S-32	Less Total to be spent	\$0	\$107,251	\$0	\$0
S-33	TOTAL RESERVES AT END OF FISCAL YEAR	\$395,000	\$360,890	\$416,003	\$416,003

End of Summary

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

Date adopted by Special District 7/18/2019

DISTRICT ADDRESS: PO Box 2787
Gillette, WY 82717

PREPARED BY: Helenanne Cathey

DISTRICT PHONE: 307-685-8235

Final Budget

Antelope Valley Improvement & 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
R-1	Property Taxes and Assessments Received				
R-1.1	Tax Levy (From the County Treasurer)	\$824	\$0	\$0	
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	\$349,215	\$341,623	\$369,206	\$369,206
R-3.2	Sales of Goods or Services	\$5,450	\$7,200	\$0	
R-3.3	Other Assessments				
R-3.4	Total Operating Revenues	\$354,665	\$348,823	\$369,206	\$369,206
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	\$1,760	\$2,178	\$2,500	\$2,500
R-5.2	Other: Specify _____				
R-5.3	Other: Additional _____				
R-5.4	Total Miscellaneous	\$1,760	\$2,178	\$2,500	\$2,500
R-5.5	Total Forecasted Revenue	\$356,425	\$351,001	\$371,706	\$371,706
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

Antelope Valley Improvement & Service District

FYE 6/30/2020

NAME OF DISTRICT/BOARD

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	<u>meters</u>	\$55,852			
E-1.6	<u>Well #3 pump and motor</u>		\$42,885		
E-1.7					
E-1.8	TOTAL CAPITAL OUTLAY	\$55,852	\$42,885	\$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	<u>Total Administrative</u>	\$54,217	\$45,000	\$51,620	\$51,620
E-5.7	_____				
E-5.8					
E-6	TOTAL ADMINISTRATION	\$54,217	\$45,000	\$51,620	\$51,620

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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	\$195,628	\$208,938	\$254,973	\$254,973
E-12.2	Major Repairs/Improvement				\$100,000
E-12.3	_____				
E-12.4	_____				
E-12.5	_____				
E-13	TOTAL OPERATIONS	\$195,628	\$208,938	\$254,973	\$354,973

Final Budget

Antelope Valley Improvement & Service 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		\$21,463	\$8,315	\$10,000	\$10,000
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		\$21,463	\$8,315	\$10,000	\$10,000

DEBT SERVICE BUDGET

			2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Final Approval
D-1	Debt Service					
D-1.1	Principal		\$10,460	\$46,671	\$0	
D-1.2	Interest		\$2,960	\$2,410	\$0	
D-1.3	Fees					
D-2	TOTAL DEBT SERVICE		\$13,420	\$49,081	\$0	\$0

Final Budget

Antelope Valley Improvement & Service 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	\$157,905	\$157,905	\$275,164	\$335,656
C-1.2	Savings and Investments Account Balance	\$135,193	\$135,193		
C-1.3	General Fund CD Balance		\$0		
C-1.4	All Other Funds	\$10,291	\$10,291		
C-1.5	Reserves (From Below)	\$395,000	\$395,000	\$416,003	\$416,003
C-1.6	Total Estimated Cash and Investments on Hand	\$698,389	\$698,389	\$691,167	\$751,659
C-2	General Fund Reductions:				
C-2.1	a. Unpaid bills at FYE				
C-2.2	b. Reserves	\$395,000	\$360,890	\$416,003	\$416,003
C-2.3	Total Deductions (a+b)	\$395,000	\$360,890	\$416,003	\$416,003
C-2.4	Estimated Non-Restricted Funds Available	\$303,389	\$337,499	\$275,164	\$335,656

SINKING & DEBT SERVICE FUNDS

		2017-2018	2018-2019	2019-2020	Final Approval
		Actual	Estimated	Proposed	
C-3					
C-3.1	Beginning Balance in Reserve Account (end of previous year)		\$0	\$0	
C-3.2	Date of Reserve Approval in Minutes: _____				
C-3.3	Amount to be added to the reserve				
C-3.4	Date of Reserve Approval in Minutes: _____				
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	Date of Reserve Approval in Minutes: _____				
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	2018-2019	2019-2020	Final Approval
		Actual	Estimated	Proposed	
C-4					
C-4.1	Beginning Balance in Reserve Account (end of previous year)	\$395,000	\$395,000	\$360,890	\$360,890
C-4.2	Date of Reserve Approval in Minutes: _____				
C-4.3	Amount to be added to the reserve		\$73,141	\$55,113	\$55,113
C-4.4	Date of Reserve Approval in Minutes: _____				
C-4.5	SUB-TOTAL	\$395,000	\$468,141	\$416,003	\$416,003
C-4.6	Identify the amount and project to be spent				
C-4.7	a. Debt Retirement (See E		\$42,251		
C-4.8	b. To General Fund for Ma		\$65,000		
C-4.9	c. _____				
C-4.10	Date of Reserve Approval in Minutes: _____				
C-4.11	TOTAL OTHER RESERVE OUTLAY (a+b+c)	\$0	\$107,251	\$0	\$0
C-4.12	Balance to be retained	\$395,000	\$360,890	\$416,003	\$416,003

BOND FUNDS

		2017-2018	2018-2019	2019-2020	Final Approval
		Actual	Estimated	Proposed	
C-5					
C-5.1	Beginning Balance in Reserve Account (end of previous year)		\$0	\$0	
C-5.2	Date of Reserve Approval in Minutes: _____				
C-5.3	Amount to be added to the reserve				
C-5.4	Date of Reserve Approval in Minutes: _____				
C-5.5	SUB-TOTAL	\$0	\$0	\$0	\$0
C-5.6	Identify the amount and project to be spent				
C-5.7	Date of Reserve Approval in Minutes: _____				
C-5.8	Balance to be retained	\$0	\$0	\$0	\$0
C-5.9	TOTAL TO BE SPENT	\$0	\$107,251	\$0	\$0