

Proposed Budget

Freedom Hills Improvement & Service District	
Budget Hearing Information	
PO Box 4432	Location: 1 Canary Rd, Gillette
Gillette, WY 82717	Date: 7/16/2018
307-685-8235	Time: 7:00 p.m.
Campbell County	Budget Prepared by: Helenanne Cathey

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

The District manages the water system, roads, garbage collection and community building / mailboxes shelter. The District has started work on a major water meters / water lines project. This project is vital to address the numerous leaks / water system repairs that have been an ongoing issue. The District hopes to complete this project this next fiscal year. The District funds a reserves account for the long term needs of the water system. The \$72,347 loan payment plus \$11,500 regular budgeted reserves was deposited into the reserves account for the FYE 6/30/18. Roads are bladed regularly and rock is added as funds allow. More was spent on snow removal this past fiscal year than anticipated. Over \$33,000 were spent on repairs this past fiscal year, which was also unexpected.

S-B RESERVE DESCRIPTION

The District funds a reserves account for the long term needs of the water system. The \$72,347 loan payment plus \$11,500 regular budgeted reserves was deposited into the reserves account for the FYE 6/30/18.

S-C

Names of Board Members	Date of End of Term
Nick Petersen	Mar., 2020
Ed McNair	Mar., 2022
Frank Thallas	Mar., 2022

<p>If Yes, enter</p> <p>Address of office: 400 S Gillette Ave, Suite 106</p> <p>City, State, Zip: Gillette, WY 82716</p> <p>Phone Number: 307-685-8235</p> <p>Hours Open: Most Mondays thru Thursdays, 9-5</p>	<p>Does the district have regular office hours exceeding 20 hours per week? <input type="checkbox"/> Yes</p>
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Where are the minutes of your board meeting available for public review?
 400 S Gillette Ave, Suite 106, Gillette

How and where are the notices of meeting posted for the public?
 www.catheyconsulting.net and meeting minutes and posted on board near meeting location

Where are the public meetings held?
 Freedom Hills Fire Station, 1 Canary Road, Gillette

PROPOSED BUDGET SUMMARY

OVERVIEW		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
S-1	Total Budgeted Expenditures	\$124,345	\$211,479	\$2,515,490	\$2,515,490
S-2	Total Principal to Pay on Debt	\$0	\$0	\$72,347	\$72,347
S-3	Total Change to Restricted Funds	\$109,441	\$84,521	\$11,500	\$11,500
S-4	Total General Fund and Forecasted Revenues Available	\$367,233	\$372,040	\$2,599,337	\$2,599,337
S-5	<i>Amount requested from County Commissioners</i>	\$216,348	\$216,348	\$218,784	\$218,784
S-6	Additional Funding Needed :			\$0	\$0

REVENUE SUMMARY		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
S-7	Operating Revenues	\$0	\$0	\$0	\$0
S-8	Tax levy (From the County Treasurer)	\$216,348	\$216,348	\$218,784	\$218,784
S-9	Government Support	\$372	\$4,950	\$1,700,950	\$1,700,950
S-10	Grants	\$1,466	\$2,799	\$601,567	\$601,567
S-11	Other County Support (Not from Co. Treas.)	\$0	\$0	\$0	\$0
S-12	Miscellaneous	\$2,604	\$1,500	\$1,600	\$1,600
S-13	Other Forecasted Revenue	\$0	\$0	\$0	\$0

S-14	Total Revenue	\$220,790	\$225,597	\$2,522,901	\$2,522,901
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FY 7/1/18-6/30/19 Freedom Hills Improvement & Service District

EXPENDITURE SUMMARY		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
S-15	Capital Outlay	\$0	\$58,096	\$2,276,530	\$2,276,530
S-16	Interest and Fees On Debt	\$0	\$0	\$0	\$0
S-17	Administration	\$8,145	\$9,781	\$11,000	\$11,000
S-18	Operations	\$108,752	\$137,495	\$219,855	\$219,855
S-19	Indirect Costs	\$7,448	\$6,107	\$8,105	\$8,105

S-20	Total Expenditures	\$124,345	\$211,479	\$2,515,490	\$2,515,490
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DEBT SUMMARY		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
S-21	Principal Paid on Debt	\$0	\$0	\$72,347	\$72,347

CASH AND INVESTMENTS		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
S-22	TOTAL GENERAL FUNDS	\$146,443	\$146,443	\$76,436	\$76,436

Summary of Reserve Funds

S-23	Beginning Balance in Reserve Accounts				
S-24	a. Depreciation Reserve	\$58,138	\$167,579	\$252,100	\$252,100
S-25	b. Other Reserve	\$0	\$0	\$0	\$0
S-26	c. Emergency Reserve (Cash)	\$0	\$0	\$0	\$0
	Total Reserves (a+b+c)	\$58,138	\$167,579	\$252,100	\$252,100
S-27	Amount to be added				
S-28	a. Depreciation Reserve	\$109,441	\$84,521	\$11,500	\$11,500
S-29	b. Other Reserve	\$0	\$0	\$0	\$0
S-30	c. Emergency Reserve (Cash)	\$0	\$0	\$0	\$0
	Total to be added (a+b+c)	\$109,441	\$84,521	\$11,500	\$11,500
S-31	Subtotal	\$167,579	\$252,100	\$263,600	\$263,600
S-32	Less Total to be spent	\$0	\$0	\$0	\$0
S-33	TOTAL RESERVES AT END OF FISCAL YEAR	\$167,579	\$252,100	\$263,600	\$263,600

End of Summary

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

Date adopted by Special District _____

DISTRICT ADDRESS: PO Box 4432
Gillette, WY 82717

PREPARED BY: Helenanne Cathey

DISTRICT PHONE: 307-685-8235

Proposed Budget

Freedom Hills Improvement & Service District

FYE 6/30/2019

NAME OF DISTRICT/BOARD _____

PROPERTY TAXES AND ASSESSMENTS

		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
R-1	Property Taxes and Assessments Received				
R-1.1	Tax Levy (From the County Treasurer)	\$216,348	\$216,348	\$218,784	\$218,784
R-1.2	Other County Support				

FORECASTED REVENUE

		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
R-2	Revenues from Other Governments				
R-2.1	State Aid		\$2,371	\$1,619,200	\$1,619,200
R-2.2	Additional County Aid (non-treasurer)				
R-2.3	City (or Town) Aid				
R-2.4	Other (Specify) <u>County Grant</u>	\$372	\$2,579	\$81,750	\$81,750
R-2.5	Total Government Support	\$372	\$4,950	\$1,700,950	\$1,700,950
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	\$1,466	\$2,799	\$601,567	\$601,567
R-4.4	Total Grants	\$1,466	\$2,799	\$601,567	\$601,567
R-5	Miscellaneous Revenue				
R-5.1	Interest	\$1,948	\$1,395	\$1,600	\$1,600
R-5.2	Other: Specify <u>Misc.</u>	\$656	\$105		
R-5.3	Other: Additional				
R-5.4	Total Miscellaneous	\$2,604	\$1,500	\$1,600	\$1,600
R-5.5	Total Forecasted Revenue	\$4,442	\$9,249	\$2,304,117	\$2,304,117
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

Proposed Budget

Freedom Hills Improvement & Service District
 NAME OF DISTRICT/BOARD

FYE 6/30/2019

CAPITAL OUTLAY BUDGET

		2016-2017 Actual	2017-2018 Estimated	2018-2019 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	_____		\$58,096	\$2,276,530	\$2,276,530
E-1.6	_____				
E-1.7	_____				
E-1.8	TOTAL CAPITAL OUTLAY	\$0	\$58,096	\$2,276,530	\$2,276,530

ADMINISTRATION BUDGET

		2016-2017 Actual	2017-2018 Estimated	2018-2019 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				
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	\$8,145	\$9,781	\$11,000	\$11,000
E-5.7	_____				
E-5.8	_____				
E-6	TOTAL ADMINISTRATION	\$8,145	\$9,781	\$11,000	\$11,000

Proposed Budget

Freedom Hills Improvement & Service District

FYE 6/30/2019

OPERATIONS BUDGET

			2016-2017 Actual	2017-2018 Estimated	2018-2019 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	_____					
E-11.2	_____					
E-11.3	_____					
E-11.4	_____					
E-11.5	_____					
E-12	Other operations (Specify)					
E-12.1	Garbage		\$28,674	\$31,543	\$31,618	\$31,618
E-12.2	Roads/Mailboxes		\$41,349	\$40,451	\$42,334	\$42,334
E-12.3	Water		\$33,125	\$65,501	\$69,467	\$69,467
E-12.4	Miscellaneous		\$5,604		\$76,436	\$76,436
E-12.5	_____					
E-13	TOTAL OPERATIONS		\$108,752	\$137,495	\$219,855	\$219,855

Proposed Budget

Freedom Hills Improvement & Service District

FYE 6/30/2019

INDIRECT COSTS BUDGET

			2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
E-14	Insurance					
E-14.1	Liability		\$7,448	\$6,107	\$8,105	\$8,105
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-16	Depreciation Expenses					
E-17	TOTAL INDIRECT COSTS		\$7,448	\$6,107	\$8,105	\$8,105

DEBT SERVICE BUDGET

			2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
D-1	Debt Service					
D-1.1	Principal				\$72,347	\$72,347
D-1.2	Interest					
D-1.3	Fees					
D-2	TOTAL DEBT SERVICE		\$0	\$0	\$72,347	\$72,347

Proposed Budget

Freedom Hills Improvement & Service District

FYE 6/30/2019

NAME OF DISTRICT/BOARD

GENERAL FUNDS

		End of Year	Beginning	Beginning	
		2016-2017	2017-2018	2018-2019	Pending
		Actual	Estimated	Proposed	Approval
C-1	Balances at Beginning of Fiscal Year				
C-1.1	General Fund Checking Account Balance	\$65,209	\$65,209	\$25,000	\$25,000
C-1.2	Savings and Investments Account Balance	\$81,234	\$81,234	\$51,436	\$51,436
C-1.3	General Fund CD Balance		\$0		
C-1.4	All Other Funds		\$0		
C-1.5	Reserves (From Below)	\$167,579	\$167,579	\$263,600	\$263,600
C-1.6	Total Estimated Cash and Investments on Hand	\$314,022	\$314,022	\$340,036	\$340,036
C-2	General Fund Reductions:				
C-2.1	a. Unpaid bills at FYE				
C-2.2	b. Reserves	\$167,579	\$252,100	\$263,600	\$263,600
C-2.3	Total Deductions (a+b)	\$167,579	\$252,100	\$263,600	\$263,600
C-2.4	Estimated Non-Restricted Funds Available	\$146,443	\$61,922	\$76,436	\$76,436

DEPRECIATION RESERVE (CAPITAL OUTLAY - REPLACEMENT)

		2016-2017	2017-2018	2018-2019	Pending
		Actual	Estimated	Proposed	Approval
C-3					
C-3.1	Beginning Balance in Reserve Account (end of previous year)	\$58,138	\$167,579	\$252,100	\$252,100
C-3.2	<i>Date of Reserve Approval in Minutes:</i> _____				
C-3.3	Amount to be added to the reserve	\$109,441	\$84,521	\$11,500	\$11,500
C-3.4	<i>Date of Reserve Approval in Minutes:</i> _____				
C-3.5	SUB-TOTAL	\$167,579	\$252,100	\$263,600	\$263,600
C-3.6	Identify the amount to be spent from "Reserve for Capital Outlay"				
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 in Depreciation Reserve Account	\$167,579	\$252,100	\$263,600	\$263,600

OTHER RESTRICTED FUND BALANCES - RESERVE (LEGALLY ENFORCED)

		2016-2017	2017-2018	2018-2019	Pending
		Actual	Estimated	Proposed	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 from "Other"				
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 in Other Reserve Account	\$0	\$0	\$0	\$0

ASSIGNED FUND BALANCE (EMERGENCY RESERVE - NOT COMMITTED)

		2016-2017	2017-2018	2018-2019	Pending
		Actual	Estimated	Proposed	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	Amount to be spent from Emergency Reserve (Cash)				
C-5.7	<i>Date of Reserve Approval in Minutes:</i> _____				
C-5.8	Balance to be retained in Assigned Fund Balance	\$0	\$0	\$0	\$0
C-5.9	TOTAL TO BE SPENT	\$0	\$0	\$0	\$0