

# Final Budget

Meadow Springs Improvement & Service District	
Budget Hearing Information	
PO Box 471	Location: 400 S Gillette Ave., Suite 106, Gillette
Gillette, WY 82717	Date: 7/9/2020
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 District has no reserves at this time but budgets for repairs and maintenance and utilizes the County Grant program to assist with system improvements. The long term replacement for the water system is the City of Gillette Regional Water System. The monthly fee for those on the water system will remain at \$75 per month .

**S-B RESERVE DESCRIPTION**

The District has no reserves at this time.

**S-C**

Names of Board Members	Date of End of Term
Mike Zmiewski, President	Nov., 2020
Aaron Johnson, Vice President	Nov., 2022
Jennifer Zmiewski, Sec./Treas.	Nov., 2022

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: Most Mondays thru Thursdays, 9 a.m. to 5 p.m.

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?  
 meeting minutes and online at [www.catheyconsulting.net](http://www.catheyconsulting.net)

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

## FINAL BUDGET SUMMARY

OVERVIEW		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval
S-1	<b>Total Budgeted Expenditures</b>	\$17,576	\$15,109	\$56,840	\$59,377
S-2	<b>Total Principal to Pay on Debt</b>	\$3,497	\$3,300	\$3,413	\$3,413
S-3	<b>Total Change to Restricted Funds</b>	\$0	\$0	\$0	\$0
S-4	<b>Total General Fund and Forecasted Revenues Available</b>	\$43,710	\$43,707	\$61,753	\$64,290
S-5	<i>Amount requested from County Commissioners</i>	\$14,950	\$14,950	\$14,943	\$14,943
S-6	<b>Additional Funding Needed :</b>			\$0	\$0

REVENUE SUMMARY		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval
S-7	<b>Operating Revenues</b>	\$13,780	\$13,825	\$13,500	\$13,500
S-8	<b>Tax levy (From the County Treasurer)</b>	\$14,950	\$14,950	\$14,943	\$14,943
S-9	<b>Government Support</b>	\$0	\$0	\$1,500	\$1,500
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>	\$65	\$17	\$0	\$0
S-13	<b>Other Forecasted Revenue</b>	\$0	\$0	\$0	\$0

S-14	<b>Total Revenue</b>	\$28,795	\$28,792	\$29,943	\$29,943
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FY 7/1/20-6/30/21 Meadow Springs Improvement & Service District

EXPENDITURE SUMMARY		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval
S-15	<b>Capital Outlay</b>	\$0	\$0	\$0	\$0
S-16	<b>Interest and Fees On Debt</b>	\$4	\$200	\$87	\$87
S-17	<b>Administration</b>	\$4,768	\$4,700	\$4,983	\$4,983
S-18	<b>Operations</b>	\$12,199	\$9,604	\$51,165	\$53,702
S-19	<b>Indirect Costs</b>	\$605	\$605	\$605	\$605
S-20R	<b>Expenditures paid by Reserves</b>	\$0	\$0	\$0	\$0
S-20	<b>Total Expenditures</b>	\$17,576	\$15,109	\$56,840	\$59,377

DEBT SUMMARY		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval
S-21	<b>Principal Paid on Debt</b>	\$3,497	\$3,300	\$3,413	\$3,413

CASH AND INVESTMENTS		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval
S-22	<b>TOTAL GENERAL FUNDS</b>	\$14,915	\$14,915	\$31,810	\$34,347

**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*

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

Date adopted by Special District 7/9/2020

**DISTRICT ADDRESS:** PO Box 471  
Gillette, WY 82717

**PREPARED BY:** Helenanne Cathey

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

# Final Budget

Meadow Springs Improvement & Service District  
 NAME OF DISTRICT/BOARD \_\_\_\_\_

FYE 6/30/2021 \_\_\_\_\_

## PROPERTY TAXES AND ASSESSMENTS

	2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval
<b>R-1 Property Taxes and Assessments Received</b>				
R-1.1 Tax Levy (From the County Treasurer)	\$14,950	\$14,950	\$14,943	\$14,943
R-1.2 Other County Support				

## FORECASTED REVENUE

	2018-2019 Actual	2019-2020 Estimated	2020-2021 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>			\$1,500	\$1,500
R-2.5 <b>Total Government Support</b>	\$0	\$0	\$1,500	\$1,500
<b>R-3 Operating Revenues</b>				
R-3.1 Customer Charges	\$13,780	\$13,825	\$13,500	\$13,500
R-3.2 Sales of Goods or Services				
R-3.3 Other Assessments				
R-3.4 <b>Total Operating Revenues</b>	\$13,780	\$13,825	\$13,500	\$13,500
<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	\$65	\$17		
R-5.2 Other: Specify _____				
R-5.3 Other: Additional _____				
R-5.4 <b>Total Miscellaneous</b>	\$65	\$17	\$0	\$0
R-5.5 <b>Total Forecasted Revenue</b>	\$13,845	\$13,842	\$15,000	\$15,000
<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

Meadow Springs Improvement & Service District

FYE 6/30/2021

**NAME OF DISTRICT/BOARD**

## CAPITAL OUTLAY BUDGET

		2018-2019 Actual	2019-2020 Estimated	2020-2021 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

		2018-2019 Actual	2019-2020 Estimated	2020-2021 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	\$4,768	\$4,700	\$4,983	\$4,983
E-5.7	_____				
E-5.8					
<b>E-6</b>	<b>TOTAL ADMINISTRATION</b>	\$4,768	\$4,700	\$4,983	\$4,983

# Final Budget

## OPERATIONS BUDGET

		2018-2019 Actual	2019-2020 Estimated	2020-2021 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	\$12,199	\$9,604	\$19,355	\$19,355
E-12.2	Misc./Major Repairs			\$31,810	\$34,347
E-12.3	_____				
E-12.4	_____				
E-12.5	_____				
<b>E-13</b>	<b>TOTAL OPERATIONS</b>	<b>\$12,199</b>	<b>\$9,604</b>	<b>\$51,165</b>	<b>\$53,702</b>

# Final Budget

Meadow Springs Improvement & Service District

FYE 6/30/2021

## INDIRECT COSTS BUDGET

			2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval
<b>E-14</b>	<b>Insurance</b>					
E-14.1	Liability		\$605	\$605	\$605	\$605
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>\$605</b>	<b>\$605</b>	<b>\$605</b>	<b>\$605</b>

## DEBT SERVICE BUDGET

			2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval
<b>D-1</b>	<b>Debt Service</b>					
D-1.1	Principal		\$3,497	\$3,300	\$3,413	\$3,413
D-1.2	Interest		\$4	\$200	\$87	\$87
D-1.3	Fees					
<b>D-2</b>	<b>TOTAL DEBT SERVICE</b>		<b>\$3,501</b>	<b>\$3,500</b>	<b>\$3,500</b>	<b>\$3,500</b>

# Final Budget

Meadow Springs Improvement & Service District  
**NAME OF DISTRICT/BOARD**

FYE 6/30/2021

## GENERAL FUNDS

		End of Year	Beginning	Beginning	
		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval
<b>C-1</b>	<b>Balances at Beginning of Fiscal Year</b>				
C-1.1	General Fund Checking Account Balance	\$14,915	\$14,915	\$31,810	\$34,347
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>\$14,915</b>	<b>\$14,915</b>	<b>\$31,810</b>	<b>\$34,347</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>\$14,915</b>	<b>\$14,915</b>	<b>\$31,810</b>	<b>\$34,347</b>

## SINKING & DEBT SERVICE FUNDS

		2018-2019 Actual	2019-2020 Estimated	2020-2021 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

		2018-2019 Actual	2019-2020 Estimated	2020-2021 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

		2018-2019 Actual	2019-2020 Estimated	2020-2021 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>