

Final Budget

Bennor Estates Improvement & Service District	
Budget Hearing Information	
PO Box 2544	Location: 400 S Gillette Ave., Suite 106, Gillette
Gillette, WY 82717	Date: 7/17/2018
307-685-8235	Time: 5:30 p.m.
Campbell County	Budget Prepared by: Helenanne Cathey

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

Bennor Estates ISD manages the water system and roads. Fees will stay the same this next fiscal year. The District deposits \$6,030 into Reserves each year for long term replacement costs on the water system. An additional \$1,200 was transferred to the reserve fund to make the loan payment this fiscal year. A small transfer may be needed February, 2019 as well. The District budgets enough in expenditures to cover the additional transfer.

S-B RESERVE DESCRIPTION

The District deposits \$6,030 into Reserves each year for long term replacement costs on the water system. An additional \$1,200 was transferred to the reserve fund to make the loan payment this fiscal year. A small transfer may be needed February, 2019 as well.

S-C

Names of Board Members	Date of End of Term	Does the district have regular office hours exceeding 20 hours per week?
Lynne Gray, President	Nov., 2018	<input type="checkbox"/> Yes
Cody Engstrom, Vice President	Nov., 2020	
Katie Balamut, Sec/Treas.	Nov., 2018	

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 through Thursday 9 a.m. - 5 p.m. or later

Where are the minutes of your board meeting available for public review?
 www.catheyconsulting.net and at office address above

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

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

FINAL BUDGET SUMMARY

OVERVIEW		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Final Approval
S-1	Total Budgeted Expenditures	\$103,981	\$69,552	\$119,078	\$136,614
S-2	Total Principal to Pay on Debt	\$20,000	\$20,000	\$20,000	\$20,000
S-3	Total Change to Restricted Funds	\$6,589	\$7,920	-\$110	\$5,920
S-4	Total General Fund and Forecasted Revenues Available	\$213,316	\$177,856	\$145,108	\$162,644
S-5	<i>Amount requested from County Commissioners</i>	\$71,470	\$71,465	\$71,465	\$71,107
S-6	Additional Funding Needed :			\$0	\$0

REVENUE SUMMARY		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Final Approval
S-7	Operating Revenues	\$3,451	\$2,735	\$2,835	\$3,193
S-8	Tax levy (From the County Treasurer)	\$71,470	\$71,465	\$71,465	\$71,107
S-9	Government Support	\$35,331	\$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	\$5,806	\$6,367	\$2,159	\$2,159
S-13	Other Forecasted Revenue	\$0	\$31	\$0	\$6,636

S-14	Total Revenue	\$116,058	\$80,598	\$76,459	\$83,095
FY 7/1/18-6/30/19		Bennor Estates Improvement & Service District			

EXPENDITURE SUMMARY		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Final Approval
S-15	Capital Outlay	\$35,331	\$0	\$0	\$0
S-16	Interest and Fees On Debt	\$4,500	\$3,600	\$2,700	\$2,700
S-17	Administration	\$5,594	\$5,805	\$6,850	\$6,850
S-18	Operations	\$57,373	\$58,941	\$108,178	\$125,714
S-19	Indirect Costs	\$1,183	\$1,206	\$1,350	\$1,350

S-20	Total Expenditures	\$103,981	\$69,552	\$119,078	\$136,614
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DEBT SUMMARY		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Final Approval
S-21	Principal Paid on Debt	\$20,000	\$20,000	\$20,000	\$20,000

CASH AND INVESTMENTS		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Final Approval
S-22	TOTAL GENERAL FUNDS	\$97,258	\$97,258	\$68,649	\$79,549

Summary of Reserve Funds

S-23	Beginning Balance in Reserve Accounts				
S-24	a. Depreciation Reserve	\$33,184	\$39,407	\$45,437	\$45,515
S-25	b. Other Reserve	\$11,270	\$11,636	\$13,526	\$11,855
S-26	c. Emergency Reserve (Cash)	\$0	\$0	\$0	\$0
	Total Reserves (a+b+c)	\$44,454	\$51,043	\$58,963	\$57,370
S-27	Amount to be added				
S-28	a. Depreciation Reserve	\$6,223	\$6,030	\$0	\$6,030
S-29	b. Other Reserve	\$23,966	\$25,490	\$22,590	\$22,590
S-30	c. Emergency Reserve (Cash)	\$0	\$0	\$0	\$0
	Total to be added (a+b+c)	\$30,189	\$31,520	\$22,590	\$28,620
S-31	Subtotal	\$74,643	\$82,563	\$81,553	\$85,990
S-32	Less Total to be spent	\$23,600	\$23,600	\$22,700	\$22,700
S-33	TOTAL RESERVES AT END OF FISCAL YEAR	\$51,043	\$58,963	\$58,853	\$63,290

End of Summary

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

Date adopted by Special District 7/17/2018

DISTRICT ADDRESS: PO Box 2544
Gillette, WY 82717

PREPARED BY: Helenanne Cathey

DISTRICT PHONE: 307-685-8235

Final Budget

Bennor Estates Improvement & Service District

FYE 6/30/2019

NAME OF DISTRICT/BOARD

PROPERTY TAXES AND ASSESSMENTS

		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Final Approval
R-1	Property Taxes and Assessments Received				
R-1.1	Tax Levy (From the County Treasurer)	\$71,470	\$71,465	\$71,465	\$71,107
R-1.2	Other County Support				

FORECASTED REVENUE

		2016-2017 Actual	2017-2018 Estimated	2018-2019 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	\$35,331			
R-2.4	Other (Specify)				
R-2.5	Total Government Support	\$35,331	\$0	\$0	\$0
R-3	Operating Revenues				
R-3.1	Customer Charges	\$3,451	\$2,735	\$2,835	\$3,193
R-3.2	Sales of Goods or Services				
R-3.3	Other Assessments				
R-3.4	Total Operating Revenues	\$3,451	\$2,735	\$2,835	\$3,193
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	\$362	\$207		
R-5.2	Other: Specify <u>County Grant</u>	\$5,444	\$6,160	\$2,159	\$2,159
R-5.3	Other: Additional				
R-5.4	Total Miscellaneous	\$5,806	\$6,367	\$2,159	\$2,159
R-5.5	Total Forecasted Revenue	\$44,588	\$9,102	\$4,994	\$5,352
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>Receivables End of Prior FY</u>		\$31		\$6,636
R-6.4	_____				
R-6.5	_____				
R-6.6	Total Other Forecasted Revenue (a+b)	\$0	\$31	\$0	\$6,636

Final Budget

Bennor Estates Improvement & Service District

FYE 6/30/2019

NAME OF DISTRICT/BOARD

CAPITAL OUTLAY BUDGET

		2016-2017 Actual	2017-2018 Estimated	2018-2019 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>Construction - regional</u>	\$35,331			
E-1.6	_____				
E-1.7	_____				
E-1.8	TOTAL CAPITAL OUTLAY	\$35,331	\$0	\$0	\$0

ADMINISTRATION BUDGET

		2016-2017 Actual	2017-2018 Estimated	2018-2019 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>	\$5,594	\$5,805	\$6,850	\$6,850
E-5.7	_____				
E-5.8	_____				
E-6	TOTAL ADMINISTRATION	\$5,594	\$5,805	\$6,850	\$6,850

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OPERATIONS BUDGET

		2016-2017 Actual	2017-2018 Estimated	2018-2019 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	\$57,373	\$58,941	\$108,178	\$125,714
E-12.2	_____				
E-12.3	_____				
E-12.4	_____				
E-12.5	_____				
E-13	TOTAL OPERATIONS	\$57,373	\$58,941	\$108,178	\$125,714

Final Budget

Bennor Estates Improvement & Service District

FYE 6/30/2019

INDIRECT COSTS BUDGET

			2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Final Approval
E-14	Insurance					
E-14.1	Liability		\$1,183	\$1,206	\$1,350	\$1,350
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		\$1,183	\$1,206	\$1,350	\$1,350

DEBT SERVICE BUDGET

			2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Final Approval
D-1	Debt Service					
D-1.1	Principal		\$20,000	\$20,000	\$20,000	\$20,000
D-1.2	Interest		\$4,500	\$3,600	\$2,700	\$2,700
D-1.3	Fees					
D-2	TOTAL DEBT SERVICE		\$24,500	\$23,600	\$22,700	\$22,700

Final Budget

Bennor Estates Improvement & Service District
NAME OF DISTRICT/BOARD

FYE 6/30/2019

GENERAL FUNDS

	End of Year	Beginning	Beginning	Final Approval
	2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	
C-1 Balances at Beginning of Fiscal Year				
C-1.1 General Fund Checking Account Balance	\$97,258	\$97,258	\$68,649	\$79,549
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)	\$51,043	\$51,043	\$58,853	\$63,290
C-1.6 Total Estimated Cash and Investments on Hand	\$148,301	\$148,301	\$127,502	\$142,839
C-2 General Fund Reductions:				
C-2.1 a. Unpaid bills at FYE				
C-2.2 b. Reserves	\$51,043	\$58,963	\$58,853	\$63,290
C-2.3 Total Deductions (a+b)	\$51,043	\$58,963	\$58,853	\$63,290
C-2.4 Estimated Non-Restricted Funds Available	\$97,258	\$89,338	\$68,649	\$79,549

DEPRECIATION RESERVE (CAPITAL OUTLAY - REPLACEMENT)

	2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Final Approval
C-3				
C-3.1 Beginning Balance in Reserve Account (end of previous year)	\$33,184	\$39,407	\$45,437	\$45,515
C-3.2 <i>Date of Reserve Approval in Minutes:</i> _____				
C-3.3 Amount to be added to the reserve	\$6,223	\$6,030		\$6,030
C-3.4 <i>Date of Reserve Approval in Minutes:</i> _____				
C-3.5 SUB-TOTAL	\$39,407	\$45,437	\$45,437	\$51,545
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	\$39,407	\$45,437	\$45,437	\$51,545

OTHER RESTRICTED FUND BALANCES - RESERVE (LEGALLY ENFORCED)

	2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Final Approval
C-4				
C-4.1 Beginning Balance in Reserve Account (end of previous year)	\$11,270	\$11,636	\$13,526	\$11,855
C-4.2 <i>Date of Reserve Approval in Minutes:</i> _____				
C-4.3 Amount to be added to the reserve	\$23,966	\$25,490	\$22,590	\$22,590
C-4.4 <i>Date of Reserve Approval in Minutes:</i> _____				
C-4.5 SUB-TOTAL	\$35,236	\$37,126	\$36,116	\$34,445
C-4.6 Identify the amount and project to be spent from "Other"				
C-4.7 a. _____	\$23,600	\$23,600	\$22,700	\$22,700
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)	\$23,600	\$23,600	\$22,700	\$22,700
C-4.12 Balance to be retained in Other Reserve Account	\$11,636	\$13,526	\$13,416	\$11,745

ASSIGNED FUND BALANCE (EMERGENCY RESERVE - NOT COMMITTED)

	2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Final 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	\$23,600	\$23,600	\$22,700	\$22,700