

## Proposed Budget

<b>Central Campbell County Improvement and Service District</b>	
<small>Budget Hearing Information</small>	
6304 Irving Blvd	<b>Location:</b> 6304 Irving Blvd
Gillette WY 82718	<b>Date:</b> 7/17/2018
307-686-1221	<b>Time:</b> 7:00 PM
Campbell County	<b>Budget Prepared by:</b> 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 change in Accounts Payable and Accounts Receivable. The actual net income for 2016/17 shows an increase of \$48,392. The estimated net income for 2017/18 shows an increase of \$26,880. The projected net income for 2018/19 shows an increase of \$49,200.

The amended budget for 2017/18 showed a net loss of \$72,882 if all expenditures had occurred. As of 5/29/18, budgeted income is expected to be \$4,296 less than projected and budgeted expenses in the amount of \$104,208.10 are not expected to be spent in the following areas:

- Administration Expenses: \$4,858.54
  - Capital Budget Expenses: \$22,837.39 (primarily street light repairs)
  - Operation Expenses: \$76,512.47 (primarily Sewer Contracts, Street Repairs and Well Repairs)
- This would explain the difference in the current estimated increase and projected decrease.

The proposed budget for 2018/19 again shows the expenses for street light repairs, street and well repairs, and an increase for sewer contracts based on information from the City of Gillette. If not needed, the funds will be added to the savings and investment accounts for future needs.

**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	11/18
Robert Day	11/20
Robert Zabel	11/18

Does the district have regular office hours exceeding 20 hours per week?  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		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
S-1	Total Budgeted Expenditures	\$184,553	\$290,492	\$257,850	\$257,850
S-2	Total Principal to Pay on Debt	\$173,644	\$0	\$0	\$0
S-3	Total Change to Restricted Funds	\$0	\$0	\$0	\$0
S-4	Total General Fund and Forecasted Revenues Available	\$668,321	\$579,103	\$595,662	\$595,662
S-5	Amount requested from County Commissioners	\$137,017	\$135,000	\$135,000	\$135,000
S-6	Additional Funding Needed :			\$0	\$0

REVENUE SUMMARY		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
S-7	Operating Revenues	\$159,196	\$166,667	\$163,350	\$163,350
S-8	Tax levy (From the County Treasurer)	\$137,017	\$135,000	\$135,000	\$135,000
S-9	Government Support	\$16,993	\$14,455	\$16,500	\$16,500
S-10	Grants	\$0	\$0	\$0	\$0
S-11	Other County Support (Not from Co. Treas.)	\$0	\$0	\$0	\$0
S-12	Miscellaneous	\$805	\$1,400	\$1,200	\$1,200
S-13	Other Forecasted Revenue	\$92,578	-\$151	-\$9,000	-\$9,000

S-14	Total Revenue	\$406,589	\$317,371	\$307,050	\$307,050
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FY 7/1/18-6/30/19 Central Campbell County Improvement and Service District

EXPENDITURE SUMMARY		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
S-15	Capital Outlay	\$59,375	\$170,163	\$25,000	\$25,000
S-16	Interest and Fees On Debt	\$6,134	\$0	\$0	\$0
S-17	Administration	\$7,627	\$6,741	\$11,750	\$11,750
S-18	Operations	\$110,317	\$112,488	\$220,000	\$220,000
S-19	Indirect Costs	\$1,100	\$1,100	\$1,100	\$1,100
S-20	Total Expenditures	\$184,553	\$290,492	\$257,850	\$257,850

DEBT SUMMARY		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
S-21	Principal Paid on Debt	\$173,644	\$0	\$0	\$0

CASH AND INVESTMENTS		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
S-22	TOTAL GENERAL FUNDS	\$261,732	\$261,732	\$288,612	\$288,612

**Summary of Reserve Funds**

S-23	Beginning Balance in Reserve Accounts				
S-24	a. Depreciation Reserve	\$0	\$0	\$0	\$0
S-25	b. Other Reserve	\$0	\$0	\$0	\$0
S-26	c. Emergency Reserve (Cash)	\$0	\$0	\$0	\$0
	<b>Total Reserves (a+b+c)</b>	\$0	\$0	\$0	\$0
S-27	Amount to be added				
S-28	a. Depreciation Reserve	\$0	\$0	\$0	\$0
S-29	b. Other Reserve	\$0	\$0	\$0	\$0
S-30	c. Emergency Reserve (Cash)	\$0	\$0	\$0	\$0
	<b>Total to be added (a+b+c)</b>	\$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*

Robert Zabel, Treasurer  
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 6/30/2019

NAME OF DISTRICT/BOARD

### PROPERTY TAXES AND ASSESSMENTS

		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
R-1	<b>Property Taxes and Assessments Received</b>				
R-1.1	Tax Levy (From the County Treasurer)	\$137,017	\$135,000	\$135,000	\$135,000
R-1.2	Other County Support				

### FORECASTED REVENUE

		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
R-2	<b>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>	\$16,993	\$14,455	\$16,500	\$16,500
R-2.5	<b>Total Government Support</b>	\$16,993	\$14,455	\$16,500	\$16,500
R-3	<b>Operating Revenues</b>				
R-3.1	Customer Charges	\$159,196	\$166,667	\$163,350	\$163,350
R-3.2	Sales of Goods or Services				
R-3.3	Other Assessments				
R-3.4	<b>Total Operating Revenues</b>	\$159,196	\$166,667	\$163,350	\$163,350
R-4	<b>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
R-5	<b>Miscellaneous Revenue</b>				
R-5.1	Interest	\$805	\$1,400	\$1,200	\$1,200
R-5.2	Other: Specify				
R-5.3	Other: Additional				
R-5.4	<b>Total Miscellaneous</b>	\$805	\$1,400	\$1,200	\$1,200
R-5.5	<b>Total Forecasted Revenue</b>	\$176,994	\$182,522	\$181,050	\$181,050
R-6	<b>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	<u>Net Change in AR/AP</u>	\$4,828	-\$151	-\$9,000	-\$9,000
R-6.4	<u>SHHOA Prepaid Rent</u>	\$87,750			
R-6.5					
R-6.6	<b>Total Other Forecasted Revenue (a+b)</b>	\$92,578	-\$151	-\$9,000	-\$9,000

# Proposed Budget

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

FYE 6/30/2019

## CAPITAL OUTLAY BUDGET

		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending 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	<u>Curb Stops</u>	\$59,375	\$42,000		
E-1.6	<u>Well #4 and Well #6</u>		\$124,185		
E-1.7	see additional details		\$3,978	\$25,000	\$25,000
E-1.8	<b>TOTAL CAPITAL OUTLAY</b>	\$59,375	\$170,163	\$25,000	\$25,000

## ADMINISTRATION BUDGET

		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending 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	<u>Election Judges</u>	\$130		\$150	\$150
E-3.5	_____				
E-3.6	_____				
<b>E-4</b>	<b>Contractual Services</b>				
E-4.1	Legal			\$2,500	\$2,500
E-4.2	Accounting/Auditing	\$3,850	\$3,900	\$4,200	\$4,200
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	<u>Advertising</u>	\$377	\$345	\$750	\$750
E-5.7	<u>Misc Storage Mgmt</u>	\$188	\$200	\$1,750	\$1,750
E-5.8	see additional details	\$3,082	\$2,296	\$2,400	\$2,400
E-6	<b>TOTAL ADMINISTRATION</b>	\$7,627	\$6,741	\$11,750	\$11,750

# Proposed Budget

Central Campbell County Improvement and Service Dist

FYE 6/30/2019

## OPERATIONS BUDGET

			2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending 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	Sewer		\$99,175	\$97,000	\$115,000	\$115,000
E-11.2	Street Sweeping		\$5,750	\$5,750	\$6,000	\$6,000
E-11.3	Sewer Cleaning			\$4,320	\$4,000	\$4,000
E-11.4	_____					
E-11.5						
<b>E-12</b>	<b>Other operations (Specify)</b>					
E-12.1	Emergency Repairs		\$1,884	\$2,000	\$5,000	\$5,000
E-12.2	Well Repairs		\$3,338	\$0	\$40,000	\$40,000
E-12.3	Meters		\$170	\$0		
E-12.4	Street Repairs			\$3,418	\$50,000	\$50,000
E-12.5						
<b>E-13</b>	<b>TOTAL OPERATIONS</b>		<b>\$110,317</b>	<b>\$112,488</b>	<b>\$220,000</b>	<b>\$220,000</b>

# Proposed Budget

Central Campbell County Improvement and Service Dist

FYE 6/30/2019

## INDIRECT COSTS BUDGET

			2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
<b>E-14</b>	<b>Insurance</b>					
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						
<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-16</b>	<b>Depreciation Expenses</b>					
<b>E-17</b>	<b>TOTAL INDIRECT COSTS</b>		\$1,100	\$1,100	\$1,100	\$1,100

## DEBT SERVICE BUDGET

			2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
<b>D-1</b>	<b>Debt Service</b>					
D-1.1	Principal		\$173,644			
D-1.2	Interest		\$6,134			
D-1.3	Fees					
<b>D-2</b>	<b>TOTAL DEBT SERVICE</b>		\$179,778	\$0	\$0	\$0

# Proposed Budget

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

FYE 6/30/2019

<b>GENERAL FUNDS</b>					
		End of Year	Beginning	Beginning	
		2016-2017	2017-2018	2018-2019	Pending
		Actual	Estimated	Proposed	Approval
<b>C-1</b>	<b>Balances at Beginning of Fiscal Year</b>				
C-1.1	General Fund Checking Account Balance	\$10,370	\$10,370	\$10,274	\$10,274
C-1.2	Savings and Investments Account Balance	\$251,362	\$251,362	\$278,338	\$278,338
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>	\$261,732	\$261,732	\$288,612	\$288,612
<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>	\$0	\$0	\$0	\$0
C-2.4	<b>Estimated Non-Restricted Funds Available</b>	\$261,732	\$261,732	\$288,612	\$288,612

<b>DEPRECIATION RESERVE (CAPITAL OUTLAY - REPLACEMENT)</b>					
		2016-2017	2017-2018	2018-2019	Pending
		Actual	Estimated	Proposed	Approval
<b>C-3</b>	<b>Beginning Balance in Reserve Account (end of previous year)</b>		\$0	\$0	
C-3.1	<i>Date of Reserve Approval in Minutes:</i>				
C-3.2	Amount to be added to the reserve				
C-3.3	<i>Date of Reserve Approval in Minutes:</i>				
C-3.4	<b>SUB-TOTAL</b>	\$0	\$0	\$0	\$0
C-3.5	Identify the amount to be spent from "Reserve for Capital Outlay"				
C-3.6	a. _____				
C-3.7	b. _____				
C-3.8	c. _____				
C-3.9	<i>Date of Reserve Approval in Minutes:</i>				
C-3.10	<b>TOTAL CAPITAL OUTLAY (a+b+c)</b>	\$0	\$0	\$0	\$0
C-3.11	Balance to be retained in Depreciation Reserve Account	\$0	\$0	\$0	\$0
C-3.12					

<b>OTHER RESTRICTED FUND BALANCES - RESERVE (LEGALLY ENFORCED)</b>					
		2016-2017	2017-2018	2018-2019	Pending
		Actual	Estimated	Proposed	Approval
<b>C-4</b>	<b>Beginning Balance in Reserve Account (end of previous year)</b>		\$0	\$0	
C-4.1	<i>Date of Reserve Approval in Minutes:</i>				
C-4.2	Amount to be added to the reserve				
C-4.3	<i>Date of Reserve Approval in Minutes:</i>				
C-4.4	<b>SUB-TOTAL</b>	\$0	\$0	\$0	\$0
C-4.5	Identify the amount and project to be spent from "Other"				
C-4.6	a. _____				
C-4.7	b. _____				
C-4.8	c. _____				
C-4.9	<i>Date of Reserve Approval in Minutes:</i>				
C-4.10	<b>TOTAL OTHER RESERVE OUTLAY (a+b+c)</b>	\$0	\$0	\$0	\$0
C-4.11	Balance to be retained in Other Reserve Account	\$0	\$0	\$0	\$0
C-4.12					

<b>ASSIGNED FUND BALANCE (EMERGENCY RESERVE - NOT COMMITTED)</b>					
		2016-2017	2017-2018	2018-2019	Pending
		Actual	Estimated	Proposed	Approval
<b>C-5</b>	<b>Beginning Balance in Reserve Account (end of previous year)</b>		\$0	\$0	
C-5.1	<i>Date of Reserve Approval in Minutes:</i>				
C-5.2	Amount to be added to the reserve				
C-5.3	<i>Date of Reserve Approval in Minutes:</i>				
C-5.4	<b>SUB-TOTAL</b>	\$0	\$0	\$0	\$0
C-5.5	Amount to be spent from Emergency Reserve (Cash)				
C-5.6	<i>Date of Reserve Approval in Minutes:</i>				
C-5.7	Balance to be retained in Assigned Fund Balance	\$0	\$0	\$0	\$0
C-5.8					
C-5.9	<b>TOTAL TO BE SPENT</b>	\$0	\$0	\$0	\$0