

Final Budget

Sandy Lakes Estates Improvement & Service District	
Budget Hearing Information	
104 S Wolcott, Suite 735	Location: Evansville Community Center
Casper, WY 82601	Date: 5/15/2018
307-234-5395	Time: 7:00 PM
Natrona County	Budget Prepared by: Lynette O'Donnell

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

Here is the budget for 2018-2019. The 2019 budget will show a decrease in road improvements as the majority of the road repairs were done in 2018.

S-B RESERVE DESCRIPTION

Water, road account and special assessment CD are holding for repairs. The singing fund is for major repairs.

S-C

Names of Board Members	Date of End of Term
Larry Jordan President	11/1/21
Tim Mischel Vice President	11/1/18
Linda Cantrell	11/1/22

Does the district have regular office hours exceeding 20 hours per week? no yes

If Yes, enter

Address of office: 104 S Wolcott, Suite 735

City, State, Zip: Casper, WY 82601

Phone Number: 307-234-5395

Hours Open: 8:00 AM to 5:00 PM

Where are the minutes of your board meeting available for public review?

How and where are the notices of meeting posted for the public?

Where are the public meetings held?

FINAL BUDGET SUMMARY

OVERVIEW		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Final Approval
S-1	Total Budgeted Expenditures	\$75,307	\$108,500	\$94,100	\$94,100
S-2	Total Principal to Pay on Debt	\$0	\$0	\$0	\$0
S-3	Total Change to Restricted Funds	\$7,110	\$6,605	\$7,000	\$7,000
S-4	Total General Fund and Forecasted Revenues Available	\$503,297	\$505,432	\$545,900	\$545,900
S-5	Amount requested from County Commissioners	\$0	\$0	\$0	\$0
S-6	Additional Funding Needed :			\$0	\$0

REVENUE SUMMARY		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Final Approval
S-7	Operating Revenues	\$74,154	\$76,400	\$76,900	\$76,900
S-8	Tax levy (From the County Treasurer)	\$0	\$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	\$611	\$500	\$500	\$500
S-13	Other Forecasted Revenue	\$0	\$0	\$0	\$0

S-14	Total Revenue	\$74,765	\$76,900	\$77,400	\$77,400
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FY 7/1/18-6/30/19 Sandy Lakes Estates Improvement & Service District

EXPENDITURE SUMMARY		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Final Approval
S-15	Capital Outlay	\$0	\$0	\$0	\$0
S-16	Interest and Fees On Debt	\$0	\$0	\$0	\$0
S-17	Administration	\$8,593	\$13,250	\$14,350	\$14,350
S-18	Operations	\$65,964	\$94,500	\$79,000	\$79,000
S-19	Indirect Costs	\$750	\$750	\$750	\$750

S-20	Total Expenditures	\$75,307	\$108,500	\$94,100	\$94,100
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DEBT SUMMARY		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Final Approval
S-21	Principal Paid on Debt	\$0	\$0	\$0	\$0

CASH AND INVESTMENTS		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Final Approval
S-22	TOTAL GENERAL FUNDS	\$428,532	\$428,532	\$468,500	\$468,500

Summary of Reserve Funds

S-23	Beginning Balance in Reserve Accounts				
S-24	a. Depreciation Reserve	\$114,546	\$121,656	\$128,261	\$128,261
S-25	b. Other Reserve	\$0	\$0	\$0	\$0
S-26	c. Emergency Reserve (Cash)	\$0	\$0	\$0	\$0
	Total Reserves (a+b+c)	\$114,546	\$121,656	\$128,261	\$128,261
S-27	Amount to be added				
S-28	a. Depreciation Reserve	\$7,110	\$6,605	\$7,000	\$7,000
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)	\$7,110	\$6,605	\$7,000	\$7,000
S-31	Subtotal	\$121,656	\$128,261	\$135,261	\$135,261
S-32	Less Total to be spent	\$0	\$0	\$0	\$0
S-33	TOTAL RESERVES AT END OF FISCAL YEAR	\$121,656	\$128,261	\$135,261	\$135,261

End of Summary

Budget Officer / District Official (if not same as "Submitted by")

Date adopted by Special District _____

DISTRICT ADDRESS: 104 S Wolcott, Suite 735
Casper, WY 82601

PREPARED BY: Lynette O'Donnell

DISTRICT PHONE: 307-234-5395

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Sandy Lakes 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)				
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				
R-2.4	Other (Specify)				
R-2.5	Total Government Support	\$0	\$0	\$0	\$0
R-3	Operating Revenues				
R-3.1	Customer Charges	\$65,114	\$69,900	\$69,900	\$69,900
R-3.2	Sales of Goods or Services				
R-3.3	Other Assessments	\$9,040	\$6,500	\$7,000	\$7,000
R-3.4	Total Operating Revenues	\$74,154	\$76,400	\$76,900	\$76,900
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	\$611	\$500	\$500	\$500
R-5.2	Other: Specify				
R-5.3	Other: Additional				
R-5.4	Total Miscellaneous	\$611	\$500	\$500	\$500
R-5.5	Total Forecasted Revenue	\$74,765	\$76,900	\$77,400	\$77,400
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

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Sandy Lakes Estates Improvement & Service District
NAME OF DISTRICT/BOARD

FYE 6/30/2019

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	_____				
E-1.6	_____				
E-1.7					
E-1.8	TOTAL CAPITAL OUTLAY	\$0	\$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	\$374	\$5,000	\$5,000	\$5,000
E-4.2	Accounting/Auditing	\$8,086	\$8,000	\$8,500	\$8,500
E-4.3	Other (Specify)				
E-4.4	_____				
E-4.5	_____				
E-4.6					
E-5	Other Administrative Expenses				
E-5.1	Office Supplies	\$133	\$250	\$850	\$850
E-5.2	Office equipment, rent & repair				
E-5.3	Education				
E-5.4	Registrations				
E-5.5	Other (Specify)				
E-5.6	_____				
E-5.7	_____				
E-5.8					
E-6	TOTAL ADMINISTRATION	\$8,593	\$13,250	\$14,350	\$14,350

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FYE 6/30/2019

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	Water		\$19,487	\$20,000	\$20,000	\$20,000
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	Operators/Readers		\$10,942	\$12,000	\$12,000	\$12,000
E-11.2	_____					
E-11.3	_____					
E-11.4	_____					
E-11.5	_____					
E-12	Other operations (Specify)					
E-12.1	Water Testing		\$240	\$500	\$500	\$500
E-12.2	Road Maintenance		\$32,441	\$57,000	\$28,500	\$28,500
E-12.3	Repairs & Maintenance		\$2,854	\$5,000	\$18,000	\$18,000
E-12.4	_____					
E-12.5	_____					
E-13	TOTAL OPERATIONS		\$65,964	\$94,500	\$79,000	\$79,000

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Sandy Lakes 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		\$750	\$750	\$750	\$750
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		\$750	\$750	\$750	\$750

DEBT SERVICE BUDGET

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

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NAME OF DISTRICT/BOARD

FYE 6/30/2019

GENERAL FUNDS

		End of Year	Beginning	Beginning	
		2016-2017	2017-2018	2018-2019	Final Approval
		Actual	Estimated	Proposed	
C-1	Balances at Beginning of Fiscal Year				
C-1.1	General Fund Checking Account Balance	\$214,945	\$214,945	\$250,000	\$250,000
C-1.2	Savings and Investments Account Balance	\$129,583	\$129,583	\$134,000	\$134,000
C-1.3	General Fund CD Balance	\$84,004	\$84,004	\$84,500	\$84,500
C-1.4	All Other Funds		\$0		
C-1.5	Reserves (From Below)	\$121,656	\$121,656	\$135,261	\$135,261
C-1.6	Total Estimated Cash and Investments on Hand	\$550,188	\$550,188	\$603,761	\$603,761
C-2	General Fund Reductions:				
C-2.1	a. Unpaid bills at FYE				
C-2.2	b. Reserves	\$121,656	\$128,261	\$135,261	\$135,261
C-2.3	Total Deductions (a+b)	\$121,656	\$128,261	\$135,261	\$135,261
C-2.4	Estimated Non-Restricted Funds Available	\$428,532	\$421,927	\$468,500	\$468,500

DEPRECIATION RESERVE (CAPITAL OUTLAY - REPLACEMENT)

		2016-2017	2017-2018	2018-2019	Final Approval
		Actual	Estimated	Proposed	
C-3	Beginning Balance in Reserve Account (end of previous year)	\$114,546	\$121,656	\$128,261	\$128,261
C-3.1	Beginning Balance in Reserve Account (end of previous year)	\$114,546	\$121,656	\$128,261	\$128,261
C-3.2	<i>Date of Reserve Approval in Minutes:</i> _____				
C-3.3	Amount to be added to the reserve	\$7,110	\$6,605	\$7,000	\$7,000
C-3.4	<i>Date of Reserve Approval in Minutes:</i> _____				
C-3.5	SUB-TOTAL	\$121,656	\$128,261	\$135,261	\$135,261
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	\$121,656	\$128,261	\$135,261	\$135,261

OTHER RESTRICTED FUND BALANCES - RESERVE (LEGALLY ENFORCED)

		2016-2017	2017-2018	2018-2019	Final Approval
		Actual	Estimated	Proposed	
C-4	Beginning Balance in Reserve Account (end of previous year)		\$0	\$0	
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	Final Approval
		Actual	Estimated	Proposed	
C-5	Beginning Balance in Reserve Account (end of previous year)		\$0	\$0	
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