

Proposed Budget

Webb Creek Improvement and Service District	
<small>Budget Hearing Information</small>	
7563 Rocking R Rd	Location: 5250 Webb Creek Rd, Casper WY 82604
Casper, WY 82604	Date: 7/9/2020
307-266-6618	Time: 6:30 PM
Natrona County	Budget Prepared by: Crystal Galles, Treasurer

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

Revenue projection is based on the number of homeowners/lots that are members this district. The annual fee per lot is \$700 X 57 lots. When property is purchased by a new homeowner there is a \$100 special fee. Administrative expenses remain consistent. The Operating Budget will include an addition \$1,000 for snow fencing that did not happen as budgeted in YE 6/30/2020. Snow removal is the most erratic and unpredictable item on the budget. Used YE 6/30/2020 actual to project YE 6/30/2021 Snow removal.

S-B RESERVE DESCRIPTION

We will continue to put all extra monies left over from revenues collected, minus regular Webb Creek administrative and operation expenses in the reserve fund at the beginning of the next fiscal year once numbers are final. The Reserve Fund is used primarily to maintain our roads, but may be used for other emergencies as needed. For YE: 6/30/2021 we plan to spend \$20,000 to do minor repairs to the roads.

S-C

Names of Board Members	Date of End of Term
Keith Hartnett	11/1/22
Pat Greiner	11/1/20
Crystal Galles	11/1/21

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

If no above: Are the records on file with the County Clerk as required by W.S. 16-12-303(c)? No

Where are the minutes of your board meeting available for public review?
Pat Greiner, Residence - 5247 Webb Creek Rd., Casper, WY 82604 (By Appointment only)

How and where are the notices of meeting posted for the public?
Annual HOA Mtg is posted on the bus shed exterior and the Community Mailbox cover. Budget Meeting is also posted in the Casper Star Tribune

Where are the public meetings held?
Annual Meeting of Homeowners will be held at Stage III due to restrictions from Covid-19. Budget Hearing will be held at 5250 Webb Creek Rd, in

PROPOSED BUDGET SUMMARY

OVERVIEW		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
S-1	Total Budgeted Expenditures	\$6,450	\$35,701	\$37,400	\$37,400
S-2	Total Principal to Pay on Debt	\$0	\$0	\$0	\$0
S-3	Total Change to Restricted Funds	\$34,490	\$4,937	-\$17,050	-\$17,050
S-4	Total General Fund and Forecasted Revenues Available	\$60,940	\$60,637	\$60,350	\$60,350
S-5	Amount requested from County Commissioners	\$0	\$0	\$0	\$0
S-6	Additional Funding Needed :			\$0	\$0

REVENUE SUMMARY		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
S-7	Operating Revenues	\$40,319	\$39,900	\$39,900	\$39,900
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	\$621	\$737	\$450	\$450
S-13	Other Forecasted Revenue	\$0	\$0	\$0	\$0

S-14	Total Revenue	\$40,940	\$40,637	\$40,350	\$40,350
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FY 7/1/20-6/30/21

Webb Creek Improvement and Service District

EXPENDITURE SUMMARY		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
S-15	Capital Outlay	\$0	\$0	\$0	\$0
S-16	Interest and Fees On Debt	\$0	\$0	\$0	\$0
S-17	Administration	\$117	\$561	\$700	\$700
S-18	Operations	\$6,083	\$14,889	\$16,450	\$16,450
S-19	Indirect Costs	\$250	\$250	\$250	\$250
S-20R	Expenditures paid by Reserves	\$0	\$20,000	\$20,000	\$20,000
S-20	Total Expenditures	\$6,450	\$35,701	\$37,400	\$37,400

DEBT SUMMARY		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
S-21	Principal Paid on Debt	\$0	\$0	\$0	\$0

CASH AND INVESTMENTS		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
S-22	TOTAL GENERAL FUNDS	\$20,000	\$20,000	\$20,000	\$20,000

Summary of Reserve Funds

S-23	Beginning Balance in Reserve Accounts				
S-24	a. Sinking and Debt Service Funds	\$0	\$0	\$0	\$0
S-25	b. Reserves	\$95,312	\$129,802	\$134,739	\$134,739
S-26	c. Bond Funds	\$0	\$0	\$0	\$0
	Total Reserves (a+b+c)	\$95,312	\$129,802	\$134,739	\$134,739
S-27	Amount to be added				
S-28	a. Sinking and Debt Service Funds	\$0	\$0	\$0	\$0
S-29	b. Reserves	\$34,490	\$24,937	\$2,950	\$2,950
S-30	c. Bond Funds	\$0	\$0	\$0	\$0
	Total to be added (a+b+c)	\$34,490	\$24,937	\$2,950	\$2,950
S-31	Subtotal	\$129,802	\$154,739	\$137,689	\$137,689
S-32	Less Total to be spent	\$0	\$20,000	\$20,000	\$20,000
S-33	TOTAL RESERVES AT END OF FISCAL YEAR	\$129,802	\$134,739	\$117,689	\$117,689

End of Summary

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

Date adopted by Special District 5/7/2020

DISTRICT ADDRESS: 7563 Rocking R Rd
Casper, WY 82604

PREPARED BY: Crystal Galles, Treasurer

DISTRICT PHONE: 307-266-6618

Prepared in compliance with the Uniform Municipal Fiscal Procedures Act (W.S. 16-4-101 through 124) as it applies.

1/23/19 Form approved by Wyoming Department of Audit, Public Funds Division

Proposed Budget

Webb Creek Improvement and Service District

FYE 6/30/2021

NAME OF DISTRICT/BOARD

PROPERTY TAXES AND ASSESSMENTS

		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending 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

		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending 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				
R-3.2	Sales of Goods or Services				
R-3.3	Other Assessments	\$40,319	\$39,900	\$39,900	\$39,900
R-3.4	Total Operating Revenues	\$40,319	\$39,900	\$39,900	\$39,900
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	\$321	\$425	\$350	\$350
R-5.2	Other: Specify <u>New Member fee</u>	\$300	\$313	\$100	\$100
R-5.3	Other: Additional				
R-5.4	Total Miscellaneous	\$621	\$737	\$450	\$450
R-5.5	Total Forecasted Revenue	\$40,940	\$40,637	\$40,350	\$40,350
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

Webb Creek Improvement and Service District

FYE 6/30/2021

NAME OF DISTRICT/BOARD

CAPITAL OUTLAY BUDGET

		2018-2019 Actual	2019-2020 Estimated	2020-2021 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	_____				
E-1.6	_____				
E-1.7	_____				
E-1.8	TOTAL CAPITAL OUTLAY	\$0	\$0	\$0	\$0

ADMINISTRATION BUDGET

		2018-2019 Actual	2019-2020 Estimated	2020-2021 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	\$67	\$200	\$350	\$350
E-5.2	Office equipment, rent & repair				
E-5.3	Education				
E-5.4	Registrations				
E-5.5	Other (Specify)				
E-5.6	Legal Notices	\$39	\$136	\$200	\$200
E-5.7	_____				
E-5.8	see additional details	\$11	\$226	\$150	\$150
E-6	TOTAL ADMINISTRATION	\$117	\$561	\$700	\$700

Proposed Budget

Webb Creek Improvement and Service District

FYE 6/30/2021

OPERATIONS BUDGET

		2018-2019 Actual	2019-2020 Estimated	2020-2021 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	Salt/Shovels	\$466	\$0	\$1,500	\$1,500
E-9.2	Mailbox Shelter	\$19	\$123	\$0	
E-9.3	_____				
E-9.4	_____				
E-9.5					
E-10	Program Services (List)				
E-10.1	Utilities	\$200	\$200	\$200	\$200
E-10.2	Snow Plowing/Removal	\$4,915	\$14,316	\$14,500	\$14,500
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	Area Clean-up	\$84	\$250	\$250	\$250
E-12.2	Entrance Sign Rehab	\$399	\$0	\$0	
E-12.3	_____				
E-12.4	_____				
E-12.5					
E-13	TOTAL OPERATIONS	\$6,083	\$14,889	\$16,450	\$16,450

Proposed Budget

Webb Creek Improvement and Service District
NAME OF DISTRICT/BOARD

FYE 6/30/2021

GENERAL FUNDS

		End of Year	Beginning	Beginning	
		2018-2019	2019-2020	2020-2021	Pending
		Actual	Estimated	Proposed	Approval
C-1	Balances at Beginning of Fiscal Year				
C-1.1	General Fund Checking Account Balance	\$20,000	\$20,000	\$20,000	\$20,000
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)	\$129,802	\$129,802	\$117,689	\$117,689
C-1.6	Total Estimated Cash and Investments on Hand	\$149,802	\$149,802	\$137,689	\$137,689
C-2	General Fund Reductions:				
C-2.1	a. Unpaid bills at FYE				
C-2.2	b. Reserves	\$129,802	\$134,739	\$117,689	\$117,689
C-2.3	Total Deductions (a+b)	\$129,802	\$134,739	\$117,689	\$117,689
C-2.4	Estimated Non-Restricted Funds Available	\$20,000	\$15,063	\$20,000	\$20,000

SINKING & DEBT SERVICE FUNDS

		2018-2019	2019-2020	2020-2021	Pending
		Actual	Estimated	Proposed	Approval
C-3	Beginning Balance in Reserve Account (end of previous year)		\$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	SUB-TOTAL	\$0	\$0	\$0	\$0
C-3.5	Identify the amount and project to be spent				
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	TOTAL CAPITAL OUTLAY (a+b+c)	\$0	\$0	\$0	\$0
C-3.11	Balance to be retained	\$0	\$0	\$0	\$0
C-3.12					

RESERVES

		2018-2019	2019-2020	2020-2021	Pending
		Actual	Estimated	Proposed	Approval
C-4	Beginning Balance in Reserve Account (end of previous year)	\$95,312	\$129,802	\$134,739	\$134,739
C-4.1	<i>Date of Reserve Approval in Minutes:</i> 5/7/2020				
C-4.2	Amount to be added to the reserve	\$34,490	\$24,937	\$2,950	\$2,950
C-4.3	<i>Date of Reserve Approval in Minutes:</i> 5/7/2020				
C-4.4	SUB-TOTAL	\$129,802	\$154,739	\$137,689	\$137,689
C-4.5	Identify the amount and project to be spent				
C-4.6	a. Road Repairs		\$20,000	\$20,000	\$20,000
C-4.7	b. _____				
C-4.8	c. _____				
C-4.9	<i>Date of Reserve Approval in Minutes:</i>				
C-4.10	TOTAL OTHER RESERVE OUTLAY (a+b+c)	\$0	\$20,000	\$20,000	\$20,000
C-4.11	Balance to be retained	\$129,802	\$134,739	\$117,689	\$117,689
C-4.12					

BOND FUNDS

		2018-2019	2019-2020	2020-2021	Pending
		Actual	Estimated	Proposed	Approval
C-5	Beginning Balance in Reserve Account (end of previous year)		\$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	SUB-TOTAL	\$0	\$0	\$0	\$0
C-5.5	Identify the amount and project to be spent				
C-5.6	<i>Date of Reserve Approval in Minutes:</i>				
C-5.7	Balance to be retained	\$0	\$0	\$0	\$0
C-5.8					
C-5.9	TOTAL TO BE SPENT	\$0	\$20,000	\$20,000	\$20,000

