

Final Budget

Mile Hi Improvement and Service District	
Budget Hearing Information	
P.O. Box 1717	Location: 8188 Zero Road
Mills WY 82644	Date: 7/8/2020
307-259-6605	Time: 5:30 PM
Natrona County	Budget Prepared by: Randall Zaurm

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

The Mile Hi Improvement and Service District provides water to 47 district customers supplied by Central Wyoming Regional Water. It is a nonprofit operation. A total of 47, (46 users plus 9 nonusers), customers have access to water. The system has provision to provide a grand total of 56 customers or pre-installed meters. There are 46 meter customers. The budget provides for the direct sale of water at a small profit. That profit is set aside for operating, repairs, and emergencies. In addition, all customers pay an operation and maintenance fee of \$35/ month for water users or \$25/ month for nonusers. Nonusers are those that have meters and structures capable of using water. As nonusers connect to the system they pay a one-time tap fee of \$1002, and a refundable \$150 meter deposit. Service is provided by uncompensated board members, contract operators (2), a bookkeeper and a meter reader. Other services and materials are provided, as needed, by "on the spot" purchase. This includes: paper, postage, legal, insurance, bonding, accounting, software, lab and testing service, and other miscellaneous service and materials. The system was built through a loan from the Wyoming State Water Development Commission. Interest on that loan is \$4308/ year. A County special assessment fee of \$175/ meter is charged to pay the interest and principle. However, 9 customers prepaid for the development. 45 people are charged this assessment. Monies collected are for all of the above, with some funds placed in operating capital, savings, emergency, repair, and sinking funds. Purpose: The object and Purpose of the Mile-Hi Improvement & Service Dist is to supply the District with potable water for the use of the inhabitants thereof. The Mile Hi Improvement and Service District provides water to 39 district customers supplied by Central Wyoming Regional Water. It is a nonprofit. 2020-2021 budget meeting will be a proposed additional cost to begin replace of meters which are more accurate. O&M to remain the same. An increase in fees will be proposed and voted on at the July budget meeting. The district is expected to see an increase from the regional water district in the amount of 4.6% this year. A proposed increase to \$4.27/1000gal to offset these increases which equate to a 5% increase

S-B RESERVE DESCRIPTION

Reserves are in place to fund operating capital, savings, emergency, repair, and sinking funds.

S-C

Names of Board Members	Date of End of Term
Ben Taucher	3/31/24
Melanie Peterson	11/30/23
Randall Zurn	11/30/20

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?
 Upon Request/ Recoeds are kept at the book keepoer and also board with Board members

How and where are the notices of meeting posted for the public?
 Provided with monthly invoices and annual thru local news paper

Where are the public meetings held?
 TBD-Normally at Christion Church of Casper

FINAL BUDGET SUMMARY

OVERVIEW		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval
S-1	Total Budgeted Expenditures	\$26,559	\$30,001	\$34,380	\$34,380
S-2	Total Principal to Pay on Debt	\$4,986	\$4,045	\$3,100	\$3,100
S-3	Total Change to Restricted Funds	\$3,900	\$3,900	\$3,900	\$3,900
S-4	Total General Fund and Forecasted Revenues Available	\$120,289	\$127,012	\$142,815	\$142,815
S-5	<i>Amount requested from County Commissioners</i>	\$8,763	\$8,775	\$8,800	\$8,800
S-6	Additional Funding Needed :			\$0	\$0

REVENUE SUMMARY		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval
S-7	Operating Revenues	\$35,129	\$41,850	\$44,031	\$44,031
S-8	Tax levy (From the County Treasurer)	\$8,763	\$8,775	\$8,800	\$8,800
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	\$86	\$76	\$75	\$75
S-13	Other Forecasted Revenue	\$0	\$0	\$0	\$0

S-14	Total Revenue	\$43,978	\$50,701	\$52,906	\$52,906
------	----------------------	----------	----------	----------	----------

FY 7/1/20-6/30/21 Mile Hi Improvement and Service District

EXPENDITURE SUMMARY		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval
S-15	Capital Outlay	\$0	\$0	\$0	\$0
S-16	Interest and Fees On Debt	\$3,767	\$3,745	\$3,750	\$3,750
S-17	Administration	\$3,885	\$6,099	\$6,890	\$6,890
S-18	Operations	\$18,307	\$19,557	\$23,140	\$23,140
S-19	Indirect Costs	\$600	\$600	\$600	\$600
S-20R	Expenditures paid by Reserves	\$0	\$0	\$0	\$0
S-20	Total Expenditures	\$26,559	\$30,001	\$34,380	\$34,380

DEBT SUMMARY		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval
S-21	Principal Paid on Debt	\$4,986	\$4,045	\$3,100	\$3,100

CASH AND INVESTMENTS		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval
S-22	TOTAL GENERAL FUNDS	\$76,311	\$76,311	\$89,909	\$89,909
Summary of Reserve Funds					
S-23	Beginning Balance in Reserve Accounts				
S-24	a. Sinking and Debt Service Funds	\$21,600	\$24,000	\$26,400	\$26,400
S-25	b. Reserves	\$12,000	\$13,500	\$15,000	\$15,000
S-26	c. Bond Funds	\$0	\$0	\$0	\$0
	Total Reserves (a+b+c)	\$33,600	\$37,500	\$41,400	\$41,400
S-27	Amount to be added				
S-28	a. Sinking and Debt Service Funds	\$2,400	\$2,400	\$2,400	\$2,400
S-29	b. Reserves	\$1,500	\$1,500	\$1,500	\$1,500
S-30	c. Bond Funds	\$0	\$0	\$0	\$0
	Total to be added (a+b+c)	\$3,900	\$3,900	\$3,900	\$3,900
S-31	Subtotal	\$37,500	\$41,400	\$45,300	\$45,300
S-32	Less Total to be spent	\$0	\$0	\$0	\$0
S-33	TOTAL RESERVES AT END OF FISCAL YEAR	\$37,500	\$41,400	\$45,300	\$45,300

End of Summary

Date adopted by Special District _____

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

DISTRICT ADDRESS: P.O. Box 1717
Mills WY 82644

PREPARED BY: Randall Zaun

DISTRICT PHONE: 307-259-6605

Final Budget

Mile Hi Improvement and 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
R-1	Property Taxes and Assessments Received				
R-1.1	Tax Levy (From the County Treasurer)	\$8,763	\$8,775	\$8,800	\$8,800
R-1.2	Other County Support				

FORECASTED REVENUE

		2018-2019 Actual	2019-2020 Estimated	2020-2021 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	\$18,215	\$19,160	\$20,021	\$20,021
R-3.2	Sales of Goods or Services				
R-3.3	Other Assessments	\$16,914	\$22,690	\$24,010	\$24,010
R-3.4	Total Operating Revenues	\$35,129	\$41,850	\$44,031	\$44,031
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	\$86	\$76	\$75	\$75
R-5.2	Other: Specify _____				
R-5.3	Other: Additional _____				
R-5.4	Total Miscellaneous	\$86	\$76	\$75	\$75
R-5.5	Total Forecasted Revenue	\$35,215	\$41,926	\$44,106	\$44,106
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

Final Budget

Mile Hi Improvement and Service District

FYE 6/30/2021

NAME OF DISTRICT/BOARD

CAPITAL OUTLAY BUDGET

		2018-2019 Actual	2019-2020 Estimated	2020-2021 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

		2018-2019 Actual	2019-2020 Estimated	2020-2021 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	\$128	\$847	\$900	\$900
E-4.2	Accounting/Auditing	\$2,095	\$2,707	\$3,100	\$3,100
E-4.3	Other (Specify)				
E-4.4	Postage	\$253	\$510	\$540	\$540
E-4.5	_____				
E-4.6					
E-5	Other Administrative Expenses				
E-5.1	Office Supplies	\$357	\$621	\$750	\$750
E-5.2	Office equipment, rent & repair				
E-5.3	Education				
E-5.4	Registrations				
E-5.5	Other (Specify)				
E-5.6	Radio Lic Fee				
E-5.7	Software Support	\$1,052	\$1,414	\$1,600	\$1,600
E-5.8					
E-6	TOTAL ADMINISTRATION	\$3,885	\$6,099	\$6,890	\$6,890

Final Budget

Mile Hi Improvement and Service District

FYE 6/30/2021

OPERATIONS BUDGET

		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval
E-7	Personnel Services				
E-7.1	Wages--Operations				
E-7.2	Service Contracts	\$6,960	\$7,595	\$7,950	\$7,950
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	Repairs/Upgrade	\$0	\$350	\$2,500	\$2,500
E-9.2	Water Testing	\$450	\$672	\$740	\$740
E-9.3	Water Purchases	\$10,897	\$10,940	\$11,950	\$11,950
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	_____				
E-12.2	_____				
E-12.3	_____				
E-12.4	_____				
E-12.5	_____				
E-13	TOTAL OPERATIONS	\$18,307	\$19,557	\$23,140	\$23,140

Final Budget

Mile Hi Improvement and 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	
C-1	Balances at Beginning of Fiscal Year				
C-1.1	General Fund Checking Account Balance	\$37,459	\$37,459	\$50,943	\$50,943
C-1.2	Savings and Investments Account Balance	\$33,254	\$33,254	\$33,368	\$33,368
C-1.3	General Fund CD Balance		\$0		
C-1.4	All Other Funds	\$5,598	\$5,598	\$5,598	\$5,598
C-1.5	Reserves (From Below)	\$37,500	\$37,500	\$45,300	\$45,300
C-1.6	Total Estimated Cash and Investments on Hand	\$113,811	\$113,811	\$135,209	\$135,209
C-2	General Fund Reductions:				
C-2.1	a. Unpaid bills at FYE	\$19,405	\$19,405	\$19,405	\$19,405
C-2.2	b. Reserves	\$37,500	\$41,400	\$45,300	\$45,300
C-2.3	Total Deductions (a+b)	\$56,905	\$60,805	\$64,705	\$64,705
C-2.4	Estimated Non-Restricted Funds Available	\$56,906	\$53,006	\$70,504	\$70,504

SINKING & DEBT SERVICE FUNDS

		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval
C-3	Beginning Balance in Reserve Account (end of previous year)	\$21,600	\$24,000	\$26,400	\$26,400
C-3.2	<i>Date of Reserve Approval in Minutes:</i> _____		7/8/2020		
C-3.3	Amount to be added to the reserve	\$2,400	\$2,400	\$2,400	\$2,400
C-3.4	<i>Date of Reserve Approval in Minutes:</i> _____		7/8/2020		
C-3.5	SUB-TOTAL	\$24,000	\$26,400	\$28,800	\$28,800
C-3.6	Identify the amount and project to be spent				
C-3.7	a. Sinking Fund _____				
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	\$24,000	\$26,400	\$28,800	\$28,800

RESERVES

		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval
C-4	Beginning Balance in Reserve Account (end of previous year)	\$12,000	\$13,500	\$15,000	\$15,000
C-4.2	<i>Date of Reserve Approval in Minutes:</i> _____		7/8/2020		
C-4.3	Amount to be added to the reserve	\$1,500	\$1,500	\$1,500	\$1,500
C-4.4	<i>Date of Reserve Approval in Minutes:</i> _____		7/8/2020		
C-4.5	SUB-TOTAL	\$13,500	\$15,000	\$16,500	\$16,500
C-4.6	Identify the amount and project to be spent				
C-4.7	a. Repair Fund _____				
C-4.8	b. Emergency Fund _____				
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	\$13,500	\$15,000	\$16,500	\$16,500

BOND FUNDS

		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval
C-5	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	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	TOTAL TO BE SPENT	\$0	\$0	\$0	\$0