

Final Budget

High Country Improvement and Service District	
Budget Hearing Information	
PO Box 1936	Location: Campbell County Public Library - Pioneer II
Gillette, Wyoming 82717	Date: 7/20/2021
(307) 689-3782	Time: 7:00pm
Campbell County	Budget Prepared by: Scott Owen Thompson

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

This is the final budget for FY 2021-2022 approved at the scheduled budget approval meeting for High Country Improvement and Service District at the Campbell County Public Library on July 20, 2021. The vast majority of the District budget is intended to cover the costs of lake maintenance within the District. The last FY anticipated expenditure for the lake did not occur because we were unable to meet with State Fish and Game officials. A second large portion of the budget will cover road maintenance within the District. The remainder of the budget covers incidental costs of maintaining property within the District, and the costs associated with being a formed District (e.g., insurance, bonding of officers, attorney fees, office supplies, public notifications through local media, and postage). There are no significant changes from our previous FY policies.

S-B RESERVE DESCRIPTION

There is no specified reserve. Funds are managed to ensure reasonable cash is always available without excessively hoarding resources.

S-C

Names of Board Members	Date of End of Term
Wade Burr	11/30/23
Scott Owen Thompson	11/30/21
Open Director Position	11/30/21

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

W.S.16-12-303(c) requires special districts with office hours less than 20 per week to maintain copies of records at the county clerks office. Record format specified by county clerk.

Where are the minutes of your board meeting available for public review?
Wade Burr residence (36 Alpine Drive, Gillette, WY 82718) - by appointment

How and where are the notices of meeting posted for the public?
Budget and Election notices are published in the local newspaper (Gillette Newsrecord), regular meetings are via direct mail to district residents.

Where are the public meetings held?
County Library public meeting rooms (generally Pioneer Room II)

FINAL BUDGET SUMMARY

OVERVIEW		2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Final Approval
S-1	Total Budgeted Expenditures	\$1,663	\$1,916	\$14,500	\$14,500
S-2	Total Principal to Pay on Debt	\$0	\$0	\$0	\$0
S-3	Total Change to Restricted Funds	\$0	\$0	\$0	\$0
S-4	Total General Fund and Forecasted Revenues Available	\$21,599	\$21,599	\$25,323	\$27,562
S-5	Amount requested from County Commissioners	\$6,723	\$6,723	\$6,723	\$6,723
S-6	Additional Funding Needed :			\$0	\$0

REVENUE SUMMARY		2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Final Approval
S-7	Operating Revenues	\$0	\$0	\$0	\$0
S-8	Tax levy (From the County Treasurer)	\$6,723	\$6,723	\$6,723	\$6,723
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	\$0	\$0	\$0	\$0
S-13	Other Forecasted Revenue	\$0	\$0	\$0	\$0

S-14	Total Revenue	\$6,723	\$6,723	\$6,723	\$6,723
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FY 7/1/21-6/30/22

High Country Improvement and Service District

EXPENDITURE SUMMARY		2019-2020 Actual	2020-2021 Estimated	2021-2022 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	\$271	\$466	\$400	\$400
S-18	Operations	\$792	\$850	\$13,500	\$13,500
S-19	Indirect Costs	\$600	\$600	\$600	\$600
S-20R	Expenditures paid by Reserves	\$0	\$0	\$0	\$0
S-20	Total Expenditures	\$1,663	\$1,916	\$14,500	\$14,500

DEBT SUMMARY		2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Final Approval
S-21	Principal Paid on Debt	\$0	\$0	\$0	\$0

CASH AND INVESTMENTS		2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Final Approval
S-22	TOTAL GENERAL FUNDS	\$14,876	\$14,876	\$18,600	\$20,839

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	\$0	\$0	\$0	\$0
S-26	c. Bond Funds	\$0	\$0	\$0	\$0
	Total Reserves (a+b+c)	\$0	\$0	\$0	\$0
S-27	Amount to be added				
S-28	a. Sinking and Debt Service Funds	\$0	\$0	\$0	\$0
S-29	b. Reserves	\$0	\$0	\$0	\$0
S-30	c. Bond Funds	\$0	\$0	\$0	\$0
	Total to be added (a+b+c)	\$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

Date adopted by Special District 7/20/2021

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

DISTRICT ADDRESS: PO Box 1936
Gillette, Wyoming 82717

PREPARED BY: Scott Owen Thompson

DISTRICT PHONE: (307) 689-3782

Final Budget

High Country Improvement and Service District
NAME OF DISTRICT/BOARD

FYE 6/30/2022

PROPERTY TAXES AND ASSESSMENTS

	DOA Chart of Accounts	2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Final Approval
R-1 Property Taxes and Assessments Received					
R-1.1 Tax Levy (From the County Treasurer)	4001	\$6,723	\$6,723	\$6,723	\$6,723
R-1.2 Other County Support (see note on the right)	4005	\$0	\$0	\$0	

FORECASTED REVENUE

	DOA Chart of Accounts	2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Final Approval
R-2 Revenues from Other Governments					
R-2.1 State Aid	4211				
R-2.2 Additional County Aid (non-treasurer)	4237	\$0	\$0	\$0	
R-2.3 City (or Town) Aid	4237				
R-2.4 Other (Specify)	4237				
R-2.5 Total Government Support		\$0	\$0	\$0	\$0
R-3 Operating Revenues					
R-3.1 Customer Charges	4300				
R-3.2 Sales of Goods or Services	4300				
R-3.3 Other Assessments	4503				
R-3.4 Total Operating Revenues		\$0	\$0	\$0	\$0
R-4 Grants					
R-4.1 Direct Federal Grants	4201				
R-4.2 Federal Grants thru State Agencies	4201				
R-4.3 Grants from State Agencies	4211				
R-4.4 Total Grants		\$0	\$0	\$0	\$0
R-5 Miscellaneous Revenue					
R-5.1 Interest	4501				
R-5.2 Other: Specify _____	4500				
R-5.3 Other: Additional _____					
R-5.4 Total Miscellaneous		\$0	\$0	\$0	\$0
R-5.5 Total Forecasted Revenue		\$0	\$0	\$0	\$0
R-6 Other Forecasted Revenue					
R-6.1 a. Other past due as estimated by Co. Treas.	4004				
R-6.2 b. Other forecasted revenue (specify): _____					
R-6.3 _____	4500				
R-6.4 _____	4500				
R-6.5 _____					
R-6.6 Total Other Forecasted Revenue (a+b)		\$0	\$0	\$0	\$0

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High Country Improvement and Service District

FYE 6/30/2022

NAME OF DISTRICT/BOARD

CAPITAL OUTLAY BUDGET

DOA Chart of Accounts	2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Final Approval
E-1 Capital Outlay				
E-1.1 Real Property	6201			
E-1.2 Vehicles	6210			
E-1.3 Office Equipment	6211			
E-1.4 Other (Specify)				
E-1.5 _____	6200			
E-1.6 _____	6200			
E-1.7 _____				
E-1.8 TOTAL CAPITAL OUTLAY		\$0	\$0	\$0

ADMINISTRATION BUDGET

DOA Chart of Accounts	2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Final Approval
E-2 Personnel Services				
E-2.1 Administrator	7002			
E-2.2 Secretary	7003			
E-2.3 Clerical	7004			
E-2.4 Other (Specify)				
E-2.5 _____	7005			
E-2.6 _____	7005			
E-2.7 _____				
E-3 Board Expenses				
E-3.1 Travel	7011			
E-3.2 Mileage	7012			
E-3.3 Other (Specify)				
E-3.4 _____	7013			
E-3.5 _____	7013			
E-3.6 _____				
E-4 Contractual Services				
E-4.1 Legal	7021	\$0	\$150	\$150
E-4.2 Accounting/Auditing	7022	\$0	\$0	\$0
E-4.3 Other (Specify)				
E-4.4 _____	7023			
E-4.5 _____	7023			
E-4.6 _____				
E-5 Other Administrative Expenses				
E-5.1 Office Supplies	7031	\$63	\$70	\$44
E-5.2 Office equipment, rent & repair	7032	\$56	\$56	\$56
E-5.3 Education	7033			
E-5.4 Registrations	7034			
E-5.5 Other (Specify)				
E-5.6 Newspaper (Legal Notice)	7035	\$152	\$190	\$150
E-5.7 _____	7035			
E-5.8 _____				
E-6 TOTAL ADMINISTRATION		\$271	\$466	\$400

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OPERATIONS BUDGET

	DOA Chart of Accounts	2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Final Approval
E-7	Personnel Services				
E-7.1	Wages--Operations	7202			
E-7.2	Service Contracts	7203			
E-7.3	Other (Specify)				
E-7.4	_____	7204			
E-7.5	_____	7204			
E-7.6	_____				
E-8	Travel				
E-8.1	Mileage	7211			
E-8.2	Other (Specify)				
E-8.3	_____	7212			
E-8.4	_____	7212			
E-8.5	_____				
E-9	Operating supplies (List)				
E-9.1	_____	7220			
E-9.2	_____	7220			
E-9.3	_____	7220			
E-9.4	_____	7220			
E-9.5	_____				
E-10	Program Services (List)				
E-10.1	_____	7230			
E-10.2	_____	7230			
E-10.3	_____	7230			
E-10.4	_____	7230			
E-10.5	_____				
E-11	Contractual Arrangements (List)				
E-11.1	Road Maintenance (DRM)	7400	\$792	\$850	\$2,500
E-11.2	Common Areas Upkeep	7400	\$0	\$0	\$1,000
E-11.3	Lake Improvements	7400	\$0	\$0	\$10,000
E-11.4	_____	7400			
E-11.5	_____				
E-12	Other operations (Specify)				
E-12.1	_____	7450			
E-12.2	_____	7450			
E-12.3	_____	7450			
E-12.4	_____	7450			
E-12.5	_____				
E-13	TOTAL OPERATIONS		\$792	\$850	\$13,500

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FYE 6/30/2022

INDIRECT COSTS BUDGET

	DOA Chart of Accounts	2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Final Approval
E-14 Insurance					
E-14.1 Liability	7502	\$500	\$500	\$500	\$500
E-14.2 Buildings and vehicles	7503				
E-14.3 Equipment	7504				
E-14.4 Other (Specify)					
E-14.5 Surety Bond	7505	\$100	\$100	\$100	\$100
E-14.6	7505				
E-14.7					
E-15 Indirect payroll costs:					
E-15.1 FICA (Social Security) taxes	7511				
E-15.2 Workers Compensation	7512				
E-15.3 Unemployment Taxes	7513				
E-15.4 Retirement	7514				
E-15.5 Health Insurance	7515				
E-15.6 Other (Specify)					
E-15.7	7516				
E-15.8	7516				
E-15.9					
E-17 TOTAL INDIRECT COSTS		\$600	\$600	\$600	\$600

DEBT SERVICE BUDGET

	DOA Chart of Accounts	2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Final Approval
D-1 Debt Service					
D-1.1 Principal	6401				
D-1.2 Interest	6410				
D-1.3 Fees	6420				
D-2 TOTAL DEBT SERVICE		\$0	\$0	\$0	\$0

Final Budget

High Country Improvement and Service District
NAME OF DISTRICT/BOARD _____

FYE 6/30/2022

GENERAL FUNDS				
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		End of Year	Beginning	Beginning	
		2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Final Approval
C-1	Balances at Beginning of Fiscal Year				
C-1.1	General Fund Checking	\$14,876	\$14,876	\$18,600	\$20,839
C-1.2	Savings and Investments		\$0		
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	Total Estimated Cash and Investments on Hand	\$14,876	\$14,876	\$18,600	\$20,839

C-2	General Fund Reductions:				
C-2.1	a. Unpaid bills at FYE				
C-2.2	b. Reserves	\$0	\$0	\$0	\$0
C-2.3	Total Deductions (a+b)	\$0	\$0	\$0	\$0
C-2.4	Estimated Non-Restricted Funds Available	\$14,876	\$14,876	\$18,600	\$20,839

	DOA Chart of Accounts			
SINKING & DEBT SERVICE FUNDS	1070			

		2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Final Approval
C-3					
C-3.1	Beginning Balance in Reserve Account (end of previous year)		\$0	\$0	
C-3.2	<i>Date of Reserve Approval in Minutes:</i> _____				
C-3.3	Amount to be added to the reserve				
C-3.4	<i>Date of Reserve Approval in Minutes:</i> _____				
C-3.5	SUB-TOTAL	\$0	\$0	\$0	\$0
C-3.6	Identify the amount and project to be spent				
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	\$0	\$0	\$0	\$0

RESERVES	1090			
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		2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Final Approval
C-4					
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				
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	\$0	\$0	\$0	\$0

BOND FUNDS	1060			
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		2019-2020 Actual	2020-2021 Estimated	2021-2022 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	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