

Proposed Budget

Antelope Valley Improvement and Service District	
Budget Hearing Information	
P.O. Box 2787	Location: 400 S Gillette Ave., Suite 106, Gillette
Gillette, WY 82717	Date: 7/20/2023
307-685-8235	Time: 6:30 p.m.
Campbell County	Budget Prepared by: Helenanne Cathey

S-A	BUDGET MESSAGE	W.S. 16-12-403 (c)
<p>The Antelope Valley Improvement and Service District continues to manage and maintain the water system for the Antelope Valley and Pinnacle Heights Subdivisions. The District is moving to fully fund depreciation by setting aside reserves for the long term capital improvements and replacement of water system asses, so those dollars are included in the budget. The District anticipates major costs to either repair water tanks or replace them in the near future. Due to higher water usage, in spite of higher costs, the District anticipates a larger deposit to reserves to pay for major water system repairs or infrastructure replacement in the future.</p>		

S-B	RESERVE DESCRIPTION
<p>The District is moving to fully fund depreciation by setting aside reserves for the long term capital improvements and replacement of water system asses, so those dollars are included in the budget. Due to higher water usage, in spite of higher costs, the District anticipates a larger deposit to reserves to pay for major water system repairs or infrastructure replacement in the future.</p>	

S-C																							
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: center;">Names of Board Members</th> <th style="text-align: center;">Date of End of Term</th> </tr> </thead> <tbody> <tr> <td>Dennis Stillman, President</td> <td style="text-align: center;">Nov., 2024</td> </tr> <tr> <td>Troy Stuart, Vice President</td> <td style="text-align: center;">Nov., 2026</td> </tr> <tr> <td>Loren Crain, Sec./Treasurer</td> <td style="text-align: center;">Nov., 2026</td> </tr> <tr> <td>Sheree Ghidelli, Director</td> <td style="text-align: center;">Nov., 2024</td> </tr> <tr> <td>Brian Spaur, Director</td> <td style="text-align: center;">Nov., 2026</td> </tr> <tr> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> </tr> </tbody> </table>	Names of Board Members	Date of End of Term	Dennis Stillman, President	Nov., 2024	Troy Stuart, Vice President	Nov., 2026	Loren Crain, Sec./Treasurer	Nov., 2026	Sheree Ghidelli, Director	Nov., 2024	Brian Spaur, Director	Nov., 2026											<p>Does the district have regular office hours exceeding 20 hours per week? Yes</p> <p>If Yes, enter</p> <p>Address of office: 400 S Gillette Ave., Suite 106</p> <p>City, State, Zip: Gillette, WY 82716</p> <p>Phone Number: 307-685-8235</p> <p>Hours Open: Most Mondays thru Thursdays, 9 a.m. - 5 p.m.</p> <div style="border: 1px solid black; height: 30px; margin-top: 10px;"></div>
Names of Board Members	Date of End of Term																						
Dennis Stillman, President	Nov., 2024																						
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Where are the minutes of your board meeting available for public review?
 400 S Gillette Ave., Suite 106, Gillette and online www.avisd-avhoa.com

How and where are the notices of meeting posted for the public?
 In meeting minutes and online at www.avisd-avhoa.com

Where are the public meetings held?
 2721 S Douglas Highway (workshops) and 400 S Gillette Ave., Suite 106, Gillette

PROPOSED BUDGET SUMMARY

OVERVIEW	2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Pending Approval
S-1 Total Budgeted Expenditures	\$238,821	\$291,653	\$1,126,374	\$1,126,374
S-2 Total Principal to Pay on Debt	\$0	\$0	\$0	\$0
S-3 Total Change to Restricted Funds	\$0	\$86,687	\$86,163	\$86,163
S-4 Total General Fund and Forecasted Revenues Available	\$1,112,044	\$1,193,644	\$1,212,537	\$1,212,537
S-5 <i>Amount requested from County Commissioners</i>	\$0	\$0	\$0	\$0
S-6 Additional Funding Needed :			\$0	\$0
Projected Surplus:			\$172,326	\$172,326

REVENUE SUMMARY	2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Pending Approval
S-7 Operating Revenues	\$404,668	\$571,013	\$446,317	\$446,317
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	\$8,058	\$10,000	\$13,000	\$13,000
S-13 Other Forecasted Revenue	\$0	\$0	\$0	\$0

S-14 Total Revenue	\$412,726	\$581,013	\$459,317	\$459,317
FY 7/1/23-6/30/24 Antelope Valley Improvement and Service District				

EXPENDITURE SUMMARY	2021-2022 Actual	2022-2023 Estimated	2023-2024 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	\$42,066	\$53,050	\$57,447	\$57,447
S-18 Operations	\$188,412	\$230,512	\$1,058,927	\$1,058,927
S-19 Indirect Costs	\$8,343	\$8,091	\$10,000	\$10,000
S-20R Expenditures paid by Reserves	\$0	\$0	\$0	\$0
S-20 Total Expenditures	\$238,821	\$291,653	\$1,126,374	\$1,126,374

DEBT SUMMARY	2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Pending Approval
S-21 Principal Paid on Debt	\$0	\$0	\$0	\$0

CASH AND INVESTMENTS	2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Pending Approval
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S-22 TOTAL GENERAL FUNDS	\$699,318	\$612,631	\$753,220	\$753,220
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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	\$509,298	\$509,298	\$595,985	\$595,985
S-26 c. Bond Funds	\$0	\$0	\$0	\$0
Total Reserves (a+b+c)	\$509,298	\$509,298	\$595,985	\$595,985
S-27 Amount to be added				
S-28 a. Sinking and Debt Service Funds	\$0	\$0	\$0	\$0
S-29 b. Reserves	\$0	\$86,687	\$86,163	\$86,163
S-30 c. Bond Funds	\$0	\$0	\$0	\$0
Total to be added (a+b+c)	\$0	\$86,687	\$86,163	\$86,163
S-31 Subtotal	\$509,298	\$595,985	\$682,148	\$682,148
S-32 Less Total to be spent	\$0	\$0	\$0	\$0
S-33 TOTAL RESERVES AT END OF FISCAL YEAR	\$509,298	\$595,985	\$682,148	\$682,148

End of Summary

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

Date adopted by Special District _____

DISTRICT ADDRESS: P.O. Box 2787
Gillette, WY 82717

PREPARED BY: Helenanne Cathey

DISTRICT PHONE: 307-685-8235

Proposed Budget

Antelope Valley Improvement and Service District

FYE 6/30/2024

NAME OF DISTRICT/BOARD

PROPERTY TAXES AND ASSESSMENTS

	DOA Chart of Accounts	2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Pending Approval
R-1 Property Taxes and Assessments Received					
R-1.1 Tax Levy (From the County Treasurer)	4001				
R-1.2 Other County Support (see note on the right)	4005				

FORECASTED REVENUE

	DOA Chart of Accounts	2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Pending Approval
R-2 Revenues from Other Governments					
R-2.1 State Aid	4211				
R-2.2 Additional County Aid (non-treasurer)	4237				
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	\$404,668	\$571,013	\$446,317	\$446,317
R-3.2 Sales of Goods or Services	4300				
R-3.3 Other Assessments	4503				
R-3.4 Total Operating Revenues		\$404,668	\$571,013	\$446,317	\$446,317
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	\$8,058	\$10,000	\$13,000	\$13,000
R-5.2 Other: Specify _____	4500				
R-5.3 Other: Additional _____					
R-5.4 Total Miscellaneous		\$8,058	\$10,000	\$13,000	\$13,000
R-5.5 Total Forecasted Revenue		\$412,726	\$581,013	\$459,317	\$459,317
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

Proposed Budget

Antelope Valley Improvement and Service District
NAME OF DISTRICT/BOARD

FYE 6/30/2024

CAPITAL OUTLAY BUDGET

	DOA Chart of Accounts	2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Pending 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	\$0

ADMINISTRATION BUDGET

	DOA Chart of Accounts	2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Pending 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				
E-4.2 Accounting/Auditing	7022				
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				
E-5.2 Office equipment, rent & repair	7032				
E-5.3 Education	7033				
E-5.4 Registrations	7034				
E-5.5 Other (Specify)					
E-5.6 Total Administrative	7035	\$42,066	\$53,050	\$57,447	\$57,447
E-5.7 _____	7035				
E-5.8 _____					
E-6 TOTAL ADMINISTRATION		\$42,066	\$53,050	\$57,447	\$57,447

Proposed Budget

OPERATIONS BUDGET

	DOA Chart of Accounts	2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Pending 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	_____	7400			
E-11.2	_____	7400			
E-11.3	_____	7400			
E-11.4	_____	7400			
E-11.5	_____				
E-12 Other operations (Specify)					
E-12.1	TOTAL OPERATIONS	7450	\$188,412	\$230,512	\$305,707
E-12.2	Major Repairs/Emergency	7450			\$753,220
E-12.3	_____	7450			
E-12.4	_____	7450			
E-12.5	_____				
E-13 TOTAL OPERATIONS			\$188,412	\$230,512	\$1,058,927

Proposed Budget

Antelope Valley Improvement and Service District

FYE 6/30/2024

INDIRECT COSTS BUDGET

	DOA Chart of Accounts	2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Pending Approval
E-14 Insurance					
E-14.1 Liability	7502	\$8,343	\$8,091	\$10,000	\$10,000
E-14.2 Buildings and vehicles	7503				
E-14.3 Equipment	7504				
E-14.4 Other (Specify)					
E-14.5 _____	7505				
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		\$8,343	\$8,091	\$10,000	\$10,000

DEBT SERVICE BUDGET

	DOA Chart of Accounts	2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Pending 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

Proposed Budget

Antelope Valley Improvement and Service District

FYE 6/30/2024

NAME OF DISTRICT/BOARD

GENERAL FUNDS

	DOA Chart of Accounts	End of Year	Beginning	Beginning	Pending Approval
		2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	
C-1 Balances at Beginning of Fiscal Year					
C-1.1 General Fund Checking	1010	\$98,428	\$98,428	\$100,205	\$100,205
C-1.2 Savings and Investments	1040	\$600,890	\$600,890	\$653,015	\$653,015
C-1.3 General Fund CD Balance	1050		\$0		
C-1.4 All Other Funds	1020		\$0		
C-1.5 Reserves (From Below)		\$509,298	\$509,298	\$682,148	\$682,148
C-1.6 Total Estimated Cash and Investments on Hand		\$1,208,616	\$1,208,616	\$1,435,368	\$1,435,368
C-2 General Fund Reductions:					
C-2.1 a. Unpaid bills at FYE	2010				
C-2.2 b. Reserves		\$509,298	\$595,985	\$682,148	\$682,148
C-2.3 Total Deductions (a+b)		\$509,298	\$595,985	\$682,148	\$682,148
C-2.4 Estimated Non-Restricted Funds Available		\$699,318	\$612,631	\$753,220	\$753,220

	DOA Chart of Accounts
SINKING & DEBT SERVICE FUNDS	1070

	2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Pending Approval
C-3				
C-3.1 Beginning Balance in Reserve Account (end of previous year)		\$0	\$0	
C-3.2 Date of Reserve Approval in Minutes: _____				
C-3.3 Amount to be added to the reserve				
C-3.4 Date of Reserve Approval in Minutes: _____				
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 Date of Reserve Approval in Minutes: _____				
C-3.11 TOTAL CAPITAL OUTLAY (a+b+c)	\$0	\$0	\$0	\$0
C-3.12 Balance to be retained	\$0	\$0	\$0	\$0

	1090
RESERVES	

	2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Pending Approval
C-4				
C-4.1 Beginning Balance in Reserve Account (end of previous year)	\$509,298	\$509,298	\$595,985	\$595,985
C-4.2 Date of Reserve Approval in Minutes: _____				
C-4.3 Amount to be added to the reserve		\$86,687	\$86,163	\$86,163
C-4.4 Date of Reserve Approval in Minutes: _____				
C-4.5 SUB-TOTAL	\$509,298	\$595,985	\$682,148	\$682,148
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 Date of Reserve Approval in Minutes: _____				
C-4.11 TOTAL OTHER RESERVE OUTLAY (a+b+c)	\$0	\$0	\$0	\$0
C-4.12 Balance to be retained	\$509,298	\$595,985	\$682,148	\$682,148

	1060
BOND FUNDS	

	2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Pending Approval
C-5				
C-5.1 Beginning Balance in Reserve Account (end of previous year)		\$0	\$0	
C-5.2 Date of Reserve Approval in Minutes: _____				
C-5.3 Amount to be added to the reserve				
C-5.4 Date of Reserve Approval in Minutes: _____				
C-5.5 SUB-TOTAL	\$0	\$0	\$0	\$0
C-5.6 Identify the amount and project to be spent				
C-5.7 Date of Reserve Approval in Minutes: _____				
C-5.8 Balance to be retained	\$0	\$0	\$0	\$0
C-5.9 TOTAL TO BE SPENT	\$0	\$0	\$0	\$0