

# Final Budget

American Road Water & Sewer District	
Budget Hearing Information	
PO Box 2874	Location: Freedom Hills Fire Station, 1 Canary Rd
Gillette, WY 82717	Date: 6/28/2021
307-685-8235	Time: 6:00 p.m.
Campbell County	Budget Prepared by: Helenanne Cathey

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

American Road Water & Sewer District manages the water system. The District's water tank, due to age and a major wind storm this past year, is facing catastrophic failure and must be replaced. The tank replacement project will start in the 2021 FY, and will continue into the 2022 FY. The District is self-funding this project through utilizing all or nearly all of the reserves balance and will assess each tap for a 10 year self-funded loan - repaying the District for the amount required to pay for this project. Landowners may pay \$2,500 up front - prior to July 15th to avoid the tax assessment for the next 10 years. The repayment plan will be calculated using 1% interest, which is the amount the bank is currently paying the District on funds on deposit there. The assessed amount will be put back into reserves each year. The District will continue to budget enough to cover major repairs, operations, and capital improvements each year. Due to the volatile cost of materials additional funds were budgeted for the tank project and can be put back into reserves if not needed this fiscal year. The monthly fee will stay at \$45 per month.

**S-B RESERVE DESCRIPTION**

The District will need to use the reserves this fiscal year to replace the water tank. Property owners will be assessed each year for 10 years to replenish the reserves.

**S-C**

Names of Board Members	Date of End of Term
Valerie DuBeau, President	Nov., 2021
Tammie Jones, Vice President	Nov., 2023
Bonnie Lewis-Noble, Sec./Treas.	Nov., 2021
Gordon DuBeau, Director	Nov., 2023
Cory Dicus, Director	Nov., 2021

Does the district have regular office hours exceeding 20 hours per week?	<input type="checkbox"/> Yes
<b>If Yes, enter</b>	
Address of office:	400 S Gillette Ave., Suite 106
City, State, Zip:	Gillette, WY 82717
Phone Number:	307-685-8235
Hours Open:	Most Mondays thru Thursdays, 9 a.m. - 5 p.m.

Where are the minutes of your board meeting available for public review?  
 400 S Gillette Ave., Suite 106, Gillette or online at [www.catheyconsulting.net](http://www.catheyconsulting.net)

How and where are the notices of meeting posted for the public?  
 in meeting minutes and online at [www.catheyconsulting.net](http://www.catheyconsulting.net)

Where are the public meetings held?  
 Freedom Hills Fire Station (1 Canary Road, Gillette) or 400 S Gillette Ave., Suite 106, Gillette (Cathey Consulting)

## FINAL BUDGET SUMMARY

OVERVIEW		2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Final Approval
S-1	Total Budgeted Expenditures	\$31,779	\$137,121	\$262,004	\$410,867
S-2	Total Principal to Pay on Debt	\$0	\$0	\$0	\$0
S-3	Total Change to Restricted Funds	\$0	\$0	-\$120,436	-\$118,495
S-4	Total General Fund and Forecasted Revenues Available	\$147,334	\$162,111	\$141,568	\$292,372
S-5	Amount requested from County Commissioners	\$0	\$0	\$18,741	\$19,005
S-6	Additional Funding Needed :			\$0	\$0

REVENUE SUMMARY		2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Final Approval
S-7	Operating Revenues	\$44,210	\$44,520	\$59,475	\$60,015
S-8	Tax levy (From the County Treasurer)	\$0	\$0	\$18,741	\$19,005
S-9	Government Support	\$0	\$15,000	\$35,000	\$35,000
S-10	Grants	\$0	\$0	\$0	\$0
S-11	Other County Support (Not from Co. Treas.)	\$0	\$0	\$0	\$0
S-12	Miscellaneous	\$3,177	\$2,644	\$2,120	\$2,120
S-13	Other Forecasted Revenue	\$0	\$0	\$1,985	\$151,985

S-14	Total Revenue	\$47,387	\$62,164	\$117,321	\$268,125
FY 7/1/21-6/30/22		American Road Water & Sewer District			

EXPENDITURE SUMMARY		2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Final Approval
S-15	Capital Outlay	\$0	\$80,914	\$63,586	\$213,586
S-16	Interest and Fees On Debt	\$0	\$0	\$0	\$0
S-17	Administration	\$9,561	\$8,921	\$9,900	\$9,900
S-18	Operations	\$19,938	\$45,006	\$46,466	\$47,006
S-19	Indirect Costs	\$2,280	\$2,280	\$2,875	\$2,875
S-20R	Expenditures paid by Reserves	\$0	\$0	\$139,177	\$137,500
S-20	Total Expenditures	\$31,779	\$137,121	\$262,004	\$410,867

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	\$99,947	\$99,947	\$24,247	\$24,247

**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	\$150,000	\$150,000	\$150,000	\$150,000
S-26	c. Bond Funds	\$0	\$0	\$0	\$0
	<b>Total Reserves (a+b+c)</b>	\$150,000	\$150,000	\$150,000	\$150,000
S-27	Amount to be added				
S-28	a. Sinking and Debt Service Funds	\$0	\$0	\$0	\$0
S-29	b. Reserves	\$0	\$0	\$18,741	\$19,005
S-30	c. Bond Funds	\$0	\$0	\$0	\$0
	<b>Total to be added (a+b+c)</b>	\$0	\$0	\$18,741	\$19,005
S-31	Subtotal	\$150,000	\$150,000	\$168,741	\$169,005
S-32	Less Total to be spent	\$0	\$0	\$139,177	\$137,500
S-33	TOTAL RESERVES AT END OF FISCAL YEAR	\$150,000	\$150,000	\$29,564	\$31,505

*End of Summary*

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

Date adopted by Special District 6/28/2021

DISTRICT ADDRESS: PO Box 2874  
Gillette, WY 82717

PREPARED BY: Helenanne Cathey

DISTRICT PHONE: 307-685-8235

# Final Budget

American Road Water & Sewer District

FYE 6/30/2022

**NAME OF DISTRICT/BOARD**

<b>PROPERTY TAXES AND ASSESSMENTS</b>
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	DOA Chart of Accounts	2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Final Approval
<b>R-1 Property Taxes and Assessments Received</b>					
R-1.1 Tax Levy (From the County Treasurer)	4001			\$18,741	\$19,005
R-1.2 Other County Support (see note on the right)	4005				

<b>FORECASTED REVENUE</b>
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	DOA Chart of Accounts	2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Final Approval
<b>R-2 Revenues from Other Governments</b>					
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) County Grant	4237		\$15,000	\$35,000	\$35,000
R-2.5 Total Government Support		\$0	\$15,000	\$35,000	\$35,000
<b>R-3 Operating Revenues</b>					
R-3.1 Customer Charges	4300	\$44,210	\$44,520	\$46,975	\$47,515
R-3.2 Sales of Goods or Services	4300				
R-3.3 Other Assessments	4503			\$12,500	\$12,500
R-3.4 Total Operating Revenues		\$44,210	\$44,520	\$59,475	\$60,015
<b>R-4 Grants</b>					
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
<b>R-5 Miscellaneous Revenue</b>					
R-5.1 Interest	4501	\$1,257	\$724	\$200	\$200
R-5.2 Other: Specify Collins	4500	\$1,920	\$1,920	\$1,920	\$1,920
R-5.3 Other: Additional					
R-5.4 Total Miscellaneous		\$3,177	\$2,644	\$2,120	\$2,120
R-5.5 Total Forecasted Revenue		\$47,387	\$62,164	\$96,595	\$97,135
<b>R-6 Other Forecasted Revenue</b>					
R-6.1 a. Other past due as estimated by Co. Treas.	4004				
R-6.2 b. Other forecasted revenue (specify):					
R-6.3 Receivables	4500			\$1,985	\$1,985
R-6.4 From Reserves	4500				\$150,000
R-6.5					
R-6.6 Total Other Forecasted Revenue (a+b)		\$0	\$0	\$1,985	\$151,985

# Final Budget

American Road Water & Sewer 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
<b>E-1 Capital Outlay</b>					
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 <u>Water Tank (See reserves expenditure)</u>	6200		\$80,914	\$63,586	\$213,586
E-1.6 _____	6200				
E-1.7 _____					
E-1.8 <b>TOTAL CAPITAL OUTLAY</b>		\$0	\$80,914	\$63,586	\$213,586

## ADMINISTRATION BUDGET

	DOA Chart of Accounts	2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Final Approval
<b>E-2 Personnel Services</b>					
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 _____					
<b>E-3 Board Expenses</b>					
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 _____					
<b>E-4 Contractual Services</b>					
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 _____					
<b>E-5 Other Administrative Expenses</b>					
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 <u>Total Administrative</u>	7035	\$9,561	\$8,921	\$9,900	\$9,900
E-5.7 _____	7035				
E-5.8 _____					
<b>E-6 TOTAL ADMINISTRATION</b>		\$9,561	\$8,921	\$9,900	\$9,900

# Final Budget

American Road Water & Sewer District

FYE 6/30/2022

<b>OPERATIONS BUDGET</b>
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	DOA Chart of Accounts	2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Final Approval
<b>E-7 Personnel Services</b>					
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 _____					
<b>E-8 Travel</b>					
E-8.1 Mileage	7211				
E-8.2 Other (Specify)					
E-8.3 _____	7212				
E-8.4 _____	7212				
E-8.5 _____					
<b>E-9 Operating supplies (List)</b>					
E-9.1 _____	7220				
E-9.2 _____	7220				
E-9.3 _____	7220				
E-9.4 _____	7220				
E-9.5 _____					
<b>E-10 Program Services (List)</b>					
E-10.1 _____	7230				
E-10.2 _____	7230				
E-10.3 _____	7230				
E-10.4 _____	7230				
E-10.5 _____					
<b>E-11 Contractual Arrangements (List)</b>					
E-11.1 _____	7400				
E-11.2 _____	7400				
E-11.3 _____	7400				
E-11.4 _____	7400				
E-11.5 _____					
<b>E-12 Other operations (Specify)</b>					
E-12.1 Total Operations	7450	\$19,938	\$45,006	\$46,466	\$47,006
E-12.2 _____	7450				
E-12.3 _____	7450				
E-12.4 _____	7450				
E-12.5 _____					
<b>E-13 TOTAL OPERATIONS</b>		\$19,938	\$45,006	\$46,466	\$47,006

# Final Budget

American Road Water & Sewer District

FYE 6/30/2022

## INDIRECT COSTS BUDGET

	DOA Chart of Accounts	2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Final Approval
<b>E-14 Insurance</b>					
E-14.1 Liability	7502	\$2,280	\$2,280	\$2,875	\$2,875
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 _____					
<b>E-15 Indirect payroll costs:</b>					
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 _____					
<b>E-17 TOTAL INDIRECT COSTS</b>		\$2,280	\$2,280	\$2,875	\$2,875

## DEBT SERVICE BUDGET

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

# Final Budget

American Road Water & Sewer District  
**NAME OF DISTRICT/BOARD** \_\_\_\_\_

FYE 6/30/2022

<b>GENERAL FUNDS</b>				
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		End of Year	Beginning	Beginning	
C-1	<b>Balances at Beginning of Fiscal Year</b>	2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Final Approval
C-1.1	General Fund Checking	\$99,947	\$99,947	\$24,247	\$24,247
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)	\$150,000	\$150,000	\$29,564	\$31,505
C-1.6	<b>Total Estimated Cash and Investments on Hand</b>	<b>\$249,947</b>	<b>\$249,947</b>	<b>\$53,811</b>	<b>\$55,752</b>

C-2	<b>General Fund Reductions:</b>				
C-2.1	a. Unpaid bills at FYE	<b>2010</b>			
C-2.2	b. Reserves	\$150,000	\$150,000	\$29,564	\$31,505
C-2.3	<b>Total Deductions (a+b)</b>	<b>\$150,000</b>	<b>\$150,000</b>	<b>\$29,564</b>	<b>\$31,505</b>
C-2.4	<b>Estimated Non-Restricted Funds Available</b>	<b>\$99,947</b>	<b>\$99,947</b>	<b>\$24,247</b>	<b>\$24,247</b>

	<b>DOA Chart of Accounts</b>				
<b>SINKING &amp; DEBT SERVICE FUNDS</b>	<b>1070</b>				

C-3		2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Final Approval
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	<b>SUB-TOTAL</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
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	<b>TOTAL CAPITAL OUTLAY (a+b+c)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
C-3.12	Balance to be retained	\$0	\$0	\$0	\$0

<b>RESERVES</b>	<b>1090</b>				
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C-4		2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Final Approval
C-4.1	Beginning Balance in Reserve Account (end of previous year)	\$150,000	\$150,000	\$150,000	\$150,000
C-4.2	Date of Reserve Approval in Minutes: _____				
C-4.3	Amount to be added to the reserve			\$18,741	\$19,005
C-4.4	Date of Reserve Approval in Minutes: _____				
C-4.5	<b>SUB-TOTAL</b>	<b>\$150,000</b>	<b>\$150,000</b>	<b>\$168,741</b>	<b>\$169,005</b>
C-4.6	Identify the amount and project to be spent				
C-4.7	a. _____			\$139,177	\$137,500
C-4.8	b. _____				
C-4.9	c. _____				
C-4.10	Date of Reserve Approval in Minutes: _____				
C-4.11	<b>TOTAL OTHER RESERVE OUTLAY (a+b+c)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$139,177</b>	<b>\$137,500</b>
C-4.12	Balance to be retained	\$150,000	\$150,000	\$29,564	\$31,505

<b>BOND FUNDS</b>	<b>1060</b>				
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C-5		2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Final Approval
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	<b>SUB-TOTAL</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
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	<b>TOTAL TO BE SPENT</b>	<b>\$0</b>	<b>\$0</b>	<b>\$139,177</b>	<b>\$137,500</b>