

Proposed Budget

Pinnacle Heights Improvement and Service District	
Budget Hearing Information	
P.O. Box 2741	Location: 8601 Whitetail Court
Gillette, WY 82717	Date: 7/18/2023
307-682-2425	Time: 6:00 PM
Campbell County	Budget Prepared by: Anita Czapeczka

S-A	BUDGET MESSAGE	W.S. 16-12-463 (c)
Funds are being budgeted for road maintenance in the subdivision should the district find it necessary to undertake maintenance in the coming year.		

S-B	RESERVE DESCRIPTION	
N/A		

S-C	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Names of Board Members</th> <th style="text-align: left;">Date of End of Term</th> </tr> </thead> <tbody> <tr> <td>Paul Czapeczka</td> <td>7/16/24</td> </tr> <tr> <td>Tony Browning</td> <td>7/16/24</td> </tr> <tr> <td>Anita Czapeczka</td> <td>7/17/26</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> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> </tbody> </table>	Names of Board Members	Date of End of Term	Paul Czapeczka	7/16/24	Tony Browning	7/16/24	Anita Czapeczka	7/17/26															<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;">Does the district have regular office hours exceeding 20 hours per week?</td> <td style="width: 20%; text-align: center;">Yes</td> </tr> <tr> <td colspan="2">If Yes, enter</td> </tr> <tr> <td>Address of office:</td> <td>200 Rohan Avenue</td> </tr> <tr> <td>City, State, Zip:</td> <td>Gillette, WY 82716</td> </tr> <tr> <td>Phone Number:</td> <td>307-682-2425</td> </tr> <tr> <td>Hours Open:</td> <td>8:00 AM to 5:00 PM</td> </tr> <tr> <td colspan="2" style="height: 30px;"> </td> </tr> </table>	Does the district have regular office hours exceeding 20 hours per week?	Yes	If Yes, enter		Address of office:	200 Rohan Avenue	City, State, Zip:	Gillette, WY 82716	Phone Number:	307-682-2425	Hours Open:	8:00 AM to 5:00 PM		
Names of Board Members	Date of End of Term																																					
Paul Czapeczka	7/16/24																																					
Tony Browning	7/16/24																																					
Anita Czapeczka	7/17/26																																					
Does the district have regular office hours exceeding 20 hours per week?	Yes																																					
If Yes, enter																																						
Address of office:	200 Rohan Avenue																																					
City, State, Zip:	Gillette, WY 82716																																					
Phone Number:	307-682-2425																																					
Hours Open:	8:00 AM to 5:00 PM																																					

Where are the minutes of your board meeting available for public review?
 8701 Pinnacle Drive, Gillette, Wy

How and where are the notices of meeting posted for the public?
 Local newspaper

Where are the public meetings held?
 The home of a property owner in the subdivision

PROPOSED BUDGET SUMMARY

OVERVIEW	2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Pending Approval
S-1 Total Budgeted Expenditures	\$325	\$15,100	\$15,100	\$15,100
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	\$29,387	\$27,737	\$31,363	\$31,363
S-5 Amount requested from County Commissioners	\$1,400	\$1,400	\$1,400	\$1,400
S-6 Additional Funding Needed :			\$0	\$0
Projected Surplus:			\$16,263	\$16,263

REVENUE SUMMARY	2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Pending Approval
S-7 Operating Revenues	\$0	\$0	\$0	\$0
S-8 Tax levy (From the County Treasurer)	\$1,400	\$1,400	\$1,400	\$1,400
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	\$1	\$1	\$1	\$1
S-13 Other Forecasted Revenue	\$1,650	\$0	\$3,000	\$3,000

S-14 Total Revenue	\$3,051	\$1,401	\$4,401	\$4,401
--------------------	---------	---------	---------	---------

Pinnacle Heights Improvement and Service District
FY 7/1/23-6/30/24

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	\$100	\$100	\$100	\$100
S-18 Operations	\$225	\$15,000	\$15,000	\$15,000
S-19 Indirect Costs	\$0	\$0	\$0	\$0
S-20R Expenditures paid by Reserves	\$0	\$0	\$0	\$0
S-20 Total Expenditures	\$325	\$15,100	\$15,100	\$15,100

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
S-22 TOTAL GENERAL FUNDS	\$26,336	\$26,336	\$26,962	\$26,962

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 _____

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

DISTRICT ADDRESS: P.O. Box 2741
Gillette, WY 82717

PREPARED BY: Anita Czapczka

DISTRICT PHONE: 307-682-2425

Proposed Budget

Pinnacle Heights Improvement and Service District
 NAME OF DISTRICT/BOARD

FYE 6/30/2024

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)	\$1,400	\$1,400	\$1,400	/
R-1.2	Other County Support (see note on the right)				/
	4001				/
	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				/
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	/
R-3	Operating Revenues				
R-3.1	Customer Charges				/
R-3.2	Sales of Goods or Services				/
R-3.3	Other Assessments				/
R-3.4	Total Operating Revenues	\$0	\$0	\$0	/
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	/
R-5	Miscellaneous Revenue				
R-5.1	Interest	\$1	\$1	\$1	/
R-5.2	Other: Specify _____				/
R-5.3	Other: Additional _____				/
R-5.4	Total Miscellaneous	\$1	\$1	\$1	/
R-5.5	Total Forecasted Revenue	\$1	\$1	\$1	/
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	County grant	\$1,650	\$0	\$3,000	/
R-6.4	_____				/
R-6.5	_____				/
R-6.6	Total Other Forecasted Revenue (a+b)	\$1,650	\$0	\$3,000	/

Proposed Budget

Pinnacle Heights 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	Bond renewal	7005	\$100	\$100	\$100
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	_____	7035			
E-5.7	_____	7035			
E-5.8	_____				
E-6	TOTAL ADMINISTRATION	\$100	\$100	\$100	\$100

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 Road maintenance	7450	\$225	\$15,000	\$15,000	\$15,000
E-12.2 _____	7450				
E-12.3 _____	7450				
E-12.4 _____	7450				
E-12.5 _____					
E-13 TOTAL OPERATIONS		\$225	\$15,000	\$15,000	\$15,000

Proposed Budget

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				
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		\$0	\$0	\$0	\$0

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

Pinnacle Heights Improvement and Service District

FYE 6/30/2024

NAME OF DISTRICT/BOARD

GENERAL FUNDS

		End of Year	Beginning	Beginning	
		2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Pending Approval
C-1	Balances at Beginning of Fiscal Year				
C-1.1	General Fund Checking	\$26,336	\$26,336	\$26,962	
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	
C-1.6	Total Estimated Cash and Investments on Hand	\$26,336	\$26,336	\$26,962	
C-2	General Fund Reductions:				
C-2.1	a. Unpaid bills at FYE				
C-2.2	b. Reserves	\$0	\$0	\$0	
C-2.3	Total Deductions (a+b)	\$0	\$0	\$0	
C-2.4	Estimated Non-Restricted Funds Available	\$26,336	\$26,336	\$26,962	

DOA Chart of Accounts

SINKING & DEBT SERVICE FUNDS

		2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Pending Approval
DOA Chart of Accounts					
1070					
C-3	Beginning Balance in Reserve Account (end of previous year)		\$0	\$0	
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	
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	
C-3.12	Balance to be retained	\$0	\$0	\$0	

RESERVES

		2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Pending Approval
1090					
C-4	Beginning Balance in Reserve Account (end of previous year)		\$0	\$0	
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	
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	
C-4.12	Balance to be retained	\$0	\$0	\$0	

BOND FUNDS

		2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Pending Approval
1060					
C-5	Beginning Balance in Reserve Account (end of previous year)		\$0	\$0	
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	
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	
C-5.9	TOTAL TO BE SPENT	\$0	\$0	\$0	

