

Final Budget

South Douglas Highway Water & Sewer District	
Budget Hearing Information	
PO Box 2245	Location: 400 S Gillette Avenue, Gillette
Gillette, WY 82717	Date: 6/23/2021
307-685-8235	Time: 12:00 p.m.
Campbell County	Budget Prepared by: Helenanne Cathey

S-A	BUDGET MESSAGE	W.S. 16-4-104(d)
<p>The District will pay off the loan on Phase II either in June or July. Revenue will decrease as there will be no assessment on the Phase II properties in this next fiscal year. All services will continue to be contracted. The majority of the District has been annexed into the City of Gillette, so bills are minimal. There is only one small section of sewer line serving Stroup Mobile Home Park that is still in the District.</p>		

S-B	RESERVE DESCRIPTION	
Reserves are for debt service only.		

<p>S-C</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 70%;">Names of Board Members</th> <th style="width: 30%;">Date of End of Term</th> </tr> </thead> <tbody> <tr> <td>Dan King, President</td> <td>Nov., 2023</td> </tr> <tr> <td>David Riley, Secretary</td> <td>Nov., 2023</td> </tr> <tr> <td>Arlyn Magnuson, Treasurer</td> <td>Nov., 2023</td> </tr> <tr> <td>Bill Edenfield, Director</td> <td>Nov., 2021</td> </tr> <tr> <td>Dennis Stillman, Director</td> <td>Nov., 2021</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	Dan King, President	Nov., 2023	David Riley, Secretary	Nov., 2023	Arlyn Magnuson, Treasurer	Nov., 2023	Bill Edenfield, Director	Nov., 2021	Dennis Stillman, Director	Nov., 2021											<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>400 S Gillette Avenue, Suite 106</td> </tr> <tr> <td>City, State, Zip:</td> <td>Gillette, WY 82717</td> </tr> <tr> <td>Phone Number:</td> <td>307-685-8235</td> </tr> <tr> <td>Hours Open:</td> <td>Most Mondays thru Thursdays, 9 a.m. - 5 p.m.</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:	400 S Gillette Avenue, 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.		
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Where are the minutes of your board meeting available for public review?
 400 S Gillette Ave., Suite 106, Gillette

How and where are the notices of meeting posted for the public?
 meeting minutes and online at www.catheyconsulting.net

Where are the public meetings held?
 400 S Gillette Avenue, Gillette

FINAL BUDGET SUMMARY

OVERVIEW		2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Final Approval
S-1	Total Budgeted Expenditures	\$64,061	\$62,996	\$83,800	\$82,505
S-2	Total Principal to Pay on Debt	\$322,514	\$329,887	\$382,987	\$382,987
S-3	Total Change to Restricted Funds	\$0	\$0	\$0	\$0
S-4	Total General Fund and Forecasted Revenues Available	\$539,727	\$540,884	\$470,534	\$465,492
S-5	Amount requested from County Commissioners	\$388,445	\$388,583	\$314,027	\$314,027
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)	\$388,445	\$388,583	\$314,027	\$314,027
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	\$15,181	\$16,200	\$10,700	\$34,919
S-13	Other Forecasted Revenue	\$0	\$0	\$0	\$0

S-14	Total Revenue	\$403,626	\$404,783	\$324,727	\$348,946
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FY 7/1/21-6/30/22 South Douglas Highway Water & Sewer 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	\$46,495	\$45,307	\$44,000	\$42,705
S-17	Administration	\$16,345	\$16,689	\$23,050	\$23,050
S-18	Operations	\$0	\$0	\$15,000	\$15,000
S-19	Indirect Costs	\$1,221	\$1,000	\$1,750	\$1,750
S-20R	Expenditures paid by Reserves	\$0	\$0	\$0	\$0
S-20	Total Expenditures	\$64,061	\$62,996	\$83,800	\$82,505

DEBT SUMMARY		2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Final Approval
S-21	Principal Paid on Debt	\$322,514	\$329,887	\$382,987	\$382,987

CASH AND INVESTMENTS		2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Final Approval
S-22	TOTAL GENERAL FUNDS	\$136,101	\$136,101	\$145,807	\$116,546

Summary of Reserve Funds

S-23	Beginning Balance in Reserve Accounts				
S-24	a. Sinking and Debt Service Funds	\$810,384	\$810,384	\$810,384	\$839,645
S-25	b. Reserves	\$0	\$0	\$0	\$0
S-26	c. Bond Funds	\$0	\$0	\$0	\$0
	Total Reserves (a+b+c)	\$810,384	\$810,384	\$810,384	\$839,645
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	\$810,384	\$810,384	\$810,384	\$839,645
S-32	Less Total to be spent	\$0	\$0	\$0	\$0
S-33	TOTAL RESERVES AT END OF FISCAL YEAR	\$810,384	\$810,384	\$810,384	\$839,645

End of Summary

David Riley, Secretary
Budget Officer / District Official (if not same as "Submitted by")

Date adopted by Special District 6/23/2021

DISTRICT ADDRESS: PO Box 2245
Gillette, WY 82717

PREPARED BY: Helenanne Cathey

DISTRICT PHONE: 307-685-8235

Final Budget

South Douglas Highway Water & Sewer 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	\$388,445	\$388,583	\$314,027	\$314,027
R-1.2 Other County Support (see note on the right)	4005				

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				
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	\$15,181	\$16,200	\$10,700	\$10,700
R-5.2 Other: Specify <u>From Reserves</u>	4500				\$24,219
R-5.3 Other: Additional					
R-5.4 Total Miscellaneous		\$15,181	\$16,200	\$10,700	\$34,919
R-5.5 Total Forecasted Revenue		\$15,181	\$16,200	\$10,700	\$34,919
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

Final Budget

South Douglas Highway Water & Sewer District
NAME OF DISTRICT/BOARD

FYE 6/30/2022

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	\$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				
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	\$16,345	\$16,689	\$23,050	\$23,050
E-5.7 _____	7035				
E-5.8 _____					
E-6 TOTAL ADMINISTRATION		\$16,345	\$16,689	\$23,050	\$23,050

Final Budget

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	_____	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	\$0	\$0	\$15,000	\$15,000
E-12.2	_____	7450				
E-12.3	_____	7450				
E-12.4	_____	7450				
E-12.5	_____					
E-13	TOTAL OPERATIONS		\$0	\$0	\$15,000	\$15,000

Final Budget

South Douglas Highway 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
E-14	Insurance				
E-14.1	Liability	\$1,221	\$1,000	\$1,750	\$1,750
E-14.2	Buildings and vehicles				
E-14.3	Equipment				
E-14.4	Other (Specify)				
E-14.5	_____				
E-14.6	_____				
E-14.7	_____				
E-15	Indirect payroll costs:				
E-15.1	FICA (Social Security) taxes				
E-15.2	Workers Compensation				
E-15.3	Unemployment Taxes				
E-15.4	Retirement				
E-15.5	Health Insurance				
E-15.6	Other (Specify)				
E-15.7	_____				
E-15.8	_____				
E-15.9	_____				
E-17	TOTAL INDIRECT COSTS	\$1,221	\$1,000	\$1,750	\$1,750

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	\$322,514	\$329,887	\$382,987	\$382,987
D-1.2	Interest	\$46,495	\$45,307	\$44,000	\$42,705
D-1.3	Fees				
D-2	TOTAL DEBT SERVICE	\$369,009	\$375,194	\$426,987	\$425,692

Final Budget

South Douglas Highway Water & Sewer District
NAME OF DISTRICT/BOARD

FYE 6/30/2022

GENERAL FUNDS

		End of Year	Beginning	Beginning		
		2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Final Approval	
C-1	Balances at Beginning of Fiscal Year	DOA Chart of Accounts				
C-1.1	General Fund Checking	1010	\$72,436	\$72,436	\$54,000	\$54,000
C-1.2	Savings and Investments	1040	\$63,665	\$63,665	\$62,546	\$62,546
C-1.3	General Fund CD Balance	1050		\$0		
C-1.4	All Other Funds	1020		\$0	\$29,261	
C-1.5	Reserves (From Below)		\$810,384	\$810,384	\$810,384	\$839,645
C-1.6	Total Estimated Cash and Investments on Hand		\$946,485	\$946,485	\$956,191	\$956,191

C-2	General Fund Reductions:	2010				
C-2.1	a. Unpaid bills at FYE					
C-2.2	b. Reserves		\$810,384	\$810,384	\$810,384	\$839,645
C-2.3	Total Deductions (a+b)		\$810,384	\$810,384	\$810,384	\$839,645
C-2.4	Estimated Non-Restricted Funds Available		\$136,101	\$136,101	\$145,807	\$116,546

DOA Chart of Accounts
1070

SINKING & DEBT SERVICE FUNDS

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)	\$810,384	\$810,384	\$810,384	\$839,645
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	\$810,384	\$810,384	\$810,384	\$839,645
C-3.6	Identify the amount and project to be spent				
C-3.7	a. See Debt Service Prin/Int				
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	\$810,384	\$810,384	\$810,384	\$839,645

RESERVES	1090
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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)		\$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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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	<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