

Final Budget

Valley View Drive Community Improvement and Service District	
Budget Hearing Information	
3203 Juniper Dr	Location: 3203 Juniper Dr
Laramie, WY 82070	Date: 7/17/2019
307.399.3678	Time: 7:00 p.m.
Albany County	Budget Prepared by: Karen Rhodine

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

In accordance with Wyoming Statutes, the Valley View Drive Community Improvement and Service District (VVDCIASD) has prepared a proposed budget for FY19. Historically, VVDCIASD has divided funds into two categories. The first category is a Service and Maintenance (S&M) and the second is Improvements. All funds received by the district are distributed into these two accounts with 30% allocated to S&M and 70% to improvements. In FY18, the community approved a transfer of funds from the S&M account to cover a major road improvement completed Spring 2019.

On average the district collects \$8,000 per year. These funds will continue to be allocated to the S&M and Improvement funds at the above allocation %'s. Please note - after the proposed budget was submitted it was discovered the county inadvertently deposited \$1700.20 into our account. This was reimbursed in July and although they plan to reissue a May statement, for our purposes the full deposit is shown in FY19 and will be corrected in FY20. In addition we received a larger amount in May than is typical which again was not reflected on the proposed budget.

The board anticipates basic maintenance or a small project side road project in FY20 and plans to maintain the emergency fund. If no project is done the district will build the general funds and allow for the final stretch of Valley View Drive to be completed in the next few years.

The final budget was adopted at the July 17, 2019 annual budget meeting.

S-B RESERVE DESCRIPTION

\$3000 is reserved for unforeseen emergencies within the district

S-C

Names of Board Members	Date of End of Term	
Kim Buckner	6/30/19	Does the district have regular office hours exceeding 20 hours per week? <input type="checkbox"/> No
Tim Monroe	6/30/21	
Karen Rhodine	6/30/19	

If no above: Are the records on file with the County Clerk as required by W.S. 16-12-10-1? Yes

Where are the minutes of your board meeting available for public review?
 3203 Ponderosa Lane, Laramie, WY 82070

How and where are the notices of meeting posted for the public?
 Flyers are posted at all ends of the district and email sent to district members. Very few members subscribe to the local newspaper anymore.

Where are the public meetings held?
 3203 Ponderosa Lane or 3203 Juniper Drive, Laramie, WY 82070

FINAL BUDGET SUMMARY

OVERVIEW		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Final Approval
S-1	Total Budgeted Expenditures	\$23,879	\$20,491	\$12,300	\$12,300
S-2	Total Principal to Pay on Debt	\$0	\$0	\$0	\$0
S-3	Total Change to Restricted Funds	\$3,000	\$0	\$0	\$0
S-4	Total General Fund and Forecasted Revenues Available	\$21,212	\$16,507	\$12,323	\$12,323
S-5	Amount requested from County Commissioners	\$10,315	\$8,000	\$8,000	\$8,000
S-6	Additional Funding Needed :			\$0	\$0

REVENUE SUMMARY		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Final Approval
S-7	Operating Revenues	\$0	\$0	\$0	\$0
S-8	Tax levy (From the County Treasurer)	\$10,315	\$8,000	\$8,000	\$8,000
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	\$10,315	\$8,000	\$8,000	\$8,000
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FY 7/1/19-6/30/20 Valley View Drive Community Improvement and Service District

EXPENDITURE SUMMARY		2017-2018 Actual	2018-2019 Estimated	2019-2020 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	\$171	\$346	\$300	\$300
S-18	Operations	\$23,708	\$20,145	\$12,000	\$12,000
S-19	Indirect Costs	\$0	\$0	\$0	\$0

S-20	Total Expenditures	\$23,879	\$20,491	\$12,300	\$12,300
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DEBT SUMMARY		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Final Approval
S-21	Principal Paid on Debt	\$0	\$0	\$0	\$0

CASH AND INVESTMENTS		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Final Approval
S-22	TOTAL GENERAL FUNDS	\$10,897	\$8,507	\$4,323	\$4,323

Summary of Reserve Funds

S-23	Beginning Balance in Reserve Accounts				
S-24	a. Depreciation Reserve	\$0	\$0	\$0	\$0
S-25	b. Other Reserve	\$0	\$0	\$0	\$0
S-26	c. Emergency Reserve (Cash)	\$0	\$3,000	\$3,000	\$3,000
	Total Reserves (a+b+c)	\$0	\$3,000	\$3,000	\$3,000
S-27	Amount to be added				
S-28	a. Depreciation Reserve	\$0	\$0	\$0	\$0
S-29	b. Other Reserve	\$0	\$0	\$0	\$0
S-30	c. Emergency Reserve (Cash)	\$3,000	\$0	\$0	\$0
	Total to be added (a+b+c)	\$3,000	\$0	\$0	\$0
S-31	Subtotal	\$3,000	\$3,000	\$3,000	\$3,000
S-32	Less Total to be spent	\$0	\$0	\$0	\$0
S-33	TOTAL RESERVES AT END OF FISCAL YEAR	\$3,000	\$3,000	\$3,000	\$3,000

End of Summary

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

Date adopted by Special District 7/17/2019

DISTRICT ADDRESS: 3203 Juniper Dr
Laramie, WY 82070

PREPARED BY: Karen Rhodine

DISTRICT PHONE: 307.399.3678

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Valley View Drive Community Improvement and Servic
NAME OF DISTRICT/BOARD

FYE 6/30/2020

PROPERTY TAXES AND ASSESSMENTS

		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Final Approval
R-1	Property Taxes and Assessments Received				
R-1.1	Tax Levy (From the County Treasurer)	\$10,315	\$8,000	\$8,000	\$8,000
R-1.2	Other County Support				

FORECASTED REVENUE

		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Final 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	\$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	\$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	\$0
R-5	Miscellaneous Revenue				
R-5.1	Interest				
R-5.2	Other: Specify				
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.				
R-6.2	b. Other forecasted revenue (specify):				
R-6.3	_____				
R-6.4	_____				
R-6.5	_____				
R-6.6	Total Other Forecasted Revenue (a+b)	\$0	\$0	\$0	\$0

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FYE 6/30/2020

CAPITAL OUTLAY BUDGET

		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Final Approval
E-1	Capital Outlay				
E-1.1	Real Property				
E-1.2	Vehicles				
E-1.3	Office Equipment				
E-1.4	Other (Specify)				
E-1.5	_____				
E-1.6	_____				
E-1.7					
E-1.8	TOTAL CAPITAL OUTLAY	\$0	\$0	\$0	\$0

ADMINISTRATION BUDGET

		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Final Approval
E-2	Personnel Services				
E-2.1	Administrator				
E-2.2	Secretary				
E-2.3	Clerical				
E-2.4	Other (Specify)				
E-2.5	_____				
E-2.6	_____				
E-2.7					
E-3	Board Expenses				
E-3.1	Travel				
E-3.2	Mileage				
E-3.3	Other (Specify)				
E-3.4	Copying meeting material		\$6		
E-3.5	Newspaper Ads	\$128	\$213	\$0	
E-3.6					
E-4	Contractual Services				
E-4.1	Legal				
E-4.2	Accounting/Auditing				
E-4.3	Other (Specify)				
E-4.4	_____				
E-4.5	_____				
E-4.6					
E-5	Other Administrative Expenses				
E-5.1	Office Supplies				
E-5.2	Office equipment, rent & repair				
E-5.3	Education				
E-5.4	Registrations				
E-5.5	Other (Specify)				
E-5.6	Bank service charge	\$43	-\$43	\$0	
E-5.7	Bonding Fee		\$170	\$300	\$300
E-5.8					
E-6	TOTAL ADMINISTRATION	\$171	\$346	\$300	\$300

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OPERATIONS BUDGET

			2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Final Approval
E-7	Personnel Services					
E-7.1	Wages--Operations					
E-7.2	Service Contracts					
E-7.3	Other (Specify)					
E-7.4	_____					
E-7.5	_____					
E-7.6	_____					
E-8	Travel					
E-8.1	Mileage					
E-8.2	Other (Specify)					
E-8.3	_____					
E-8.4	_____					
E-8.5	_____					
E-9	Operating supplies (List)					
E-9.1	Road Signs		\$583			
E-9.2	_____					
E-9.3	_____					
E-9.4	_____					
E-9.5	_____					
E-10	Program Services (List)					
E-10.1	County election fees			\$145	\$500	\$500
E-10.2	Repay county overage				\$1,700	\$1,700
E-10.3	_____					
E-10.4	_____					
E-10.5	_____					
E-11	Contractual Arrangements (List)					
E-11.1	Road improvements		\$22,825	\$20,000	\$9,500	\$9,500
E-11.2	Snowplowing		\$300		\$300	\$300
E-11.3	_____					
E-11.4	_____					
E-11.5	_____					
E-12	Other operations (Specify)					
E-12.1	_____					
E-12.2	_____					
E-12.3	_____					
E-12.4	_____					
E-12.5	_____					
E-13	TOTAL OPERATIONS		\$23,708	\$20,145	\$12,000	\$12,000

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INDIRECT COSTS BUDGET

			2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Final Approval
E-14	Insurance					
E-14.1	Liability					
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-16	Depreciation Expenses					
E-17	TOTAL INDIRECT COSTS		\$0	\$0	\$0	\$0

DEBT SERVICE BUDGET

			2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Final Approval
D-1	Debt Service					
D-1.1	Principal					
D-1.2	Interest					
D-1.3	Fees					
D-2	TOTAL DEBT SERVICE		\$0	\$0	\$0	\$0

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NAME OF DISTRICT/BOARD

FYE 6/30/2020

GENERAL FUNDS

		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Final Approval
C-1	Balances at Beginning of Fiscal Year				
C-1.1	General Fund Checking Account Balance	\$10,897	\$8,507	\$4,323	\$4,323
C-1.2	Savings and Investments Account Balance				
C-1.3	General Fund CD Balance				
C-1.4	All Other Funds				
C-1.5	Reserves (From Below)	\$3,000	\$3,000	\$3,000	\$3,000
C-1.6	Total Estimated Cash and Investments on Hand	\$13,897	\$11,507	\$7,323	\$7,323
C-2	General Fund Reductions:				
C-2.1	a. Unpaid bills at FYE			\$0	
C-2.2	b. Reserves	\$3,000	\$3,000	\$3,000	\$3,000
C-2.3	Total Deductions (a+b)	\$3,000	\$3,000	\$3,000	\$3,000
C-2.4	Estimated Non-Restricted Funds Available	\$10,897	\$8,507	\$4,323	\$4,323

DEPRECIATION RESERVE (CAPITAL OUTLAY - REPLACEMENT)

		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Final Approval
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	\$0
C-3.6	Identify the amount to be spent from "Reserve for Capital Outlay"				
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 in Depreciation Reserve Account	\$0	\$0	\$0	\$0

OTHER RESTRICTED FUND BALANCES - RESERVE (LEGALLY ENFORCED)

		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Final Approval
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	\$0
C-4.6	Identify the amount and project to be spent from "Other"				
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 in Other Reserve Account	\$0	\$0	\$0	\$0

ASSIGNED FUND BALANCE (EMERGENCY RESERVE - NOT COMMITTED)

		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Final Approval
C-5	Beginning Balance in Reserve Account (end of previous year)	\$0	\$3,000	\$3,000	\$3,000
C-5.1	Beginning Balance in Reserve Account (end of previous year)	\$0	\$3,000	\$3,000	\$3,000
C-5.2	<i>Date of Reserve Approval in Minutes:</i> _____				
C-5.3	Amount to be added to the reserve	\$3,000	\$0	\$0	
C-5.4	<i>Date of Reserve Approval in Minutes:</i> _____				
C-5.5	SUB-TOTAL	\$3,000	\$3,000	\$3,000	\$3,000
C-5.6	Amount to be spent from Emergency Reserve (Cash)				
C-5.7	<i>Date of Reserve Approval in Minutes:</i> _____				
C-5.8	Balance to be retained in Assigned Fund Balance	\$3,000	\$3,000	\$3,000	\$3,000
C-5.9	TOTAL TO BE SPENT	\$0	\$0	\$0	\$0