

Proposed Budget

Valley View Drive Community Improvement and Service District	
Budget Hearing Information	
3203 Juniper Dr	Location: 3203 Juniper Dr
Laramie, WY 82070	Date: 7/14/21
307.399.3678	Time: 6:00 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 FY21. 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.

On average the district has collects \$8,000 per year. These funds will continue to be allocated to the S&M and Improvement funds at the above allocation %'s.

The board completed maintenance and improvement in FY21. It is anticipated the district will continue improvement on the final stretch of Valley View Drive or improve Aspen drive in FY22.

S-B RESERVE DESCRIPTION

\$1500 is reserved for unforeseen emergencies within the district

S-C

Names of Board Members	Date of End of Term
Steve Bartlett	6/30/22
Robin Baldwin	6/30/21
Karen Rhodine	6/30/21

Does the district have regular office hours exceeding 20 hours per week? No

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?
 3335 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 Juniper Drive, Laramie, WY 82070

PROPOSED BUDGET SUMMARY

OVERVIEW	2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Pending Approval
S-1 Total Budgeted Expenditures	\$23,879	\$12,257	\$13,400	\$13,400
S-2 Total Principal to Pay on Debt	\$0	\$0	\$0	\$0
S-3 Total Change to Restricted Funds	\$3,000	\$0	-\$1,500	-\$1,500
S-4 Total General Fund and Forecasted Revenues Available	\$18,822	\$12,323	\$13,400	\$13,400
S-5 <i>Amount requested from County Commissioners</i>	\$10,315	\$8,000	\$8,000	\$8,000
S-6 Additional Funding Needed :			\$0	\$0

REVENUE SUMMARY	2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Pending 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
FY 7/1/21-6/30/22 Valley View Drive Community Improvement and Service District				

EXPENDITURE SUMMARY	2019-2020 Actual	2020-2021 Estimated	2021-2022 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	\$171	\$257	\$200	\$200
S-18 Operations	\$23,708	\$12,000	\$13,200	\$13,200
S-19 Indirect Costs	\$0	\$0	\$0	\$0

S-20 Total Expenditures	\$23,879	\$12,257	\$13,400	\$13,400
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DEBT SUMMARY	2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Pending Approval
S-21 Principal Paid on Debt	\$0	\$0	\$0	\$0

CASH AND INVESTMENTS	2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Pending Approval
S-22 TOTAL GENERAL FUNDS	\$8,507	\$4,323	\$5,400	\$5,400

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	-\$1,500	-\$1,500
Total to be added (a+b+c)	\$3,000	\$0	-\$1,500	-\$1,500
S-31 Subtotal	\$3,000	\$3,000	\$1,500	\$1,500
S-32 Less Total to be spent	\$0	\$0	\$0	\$0
S-33 TOTAL RESERVES AT END OF FISCAL YEAR	\$3,000	\$3,000	\$1,500	\$1,500

End of Summary

Date adopted by Special District _____

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

DISTRICT ADDRESS: 3203 Juniper Dr
Laramie, WY 82070

PREPARED BY: Karen Rhodine

DISTRICT PHONE: 307.399.3678

Proposed Budget

Valley View Drive Community Improvement and Servic

FYE 6/30/2022

NAME OF DISTRICT/BOARD

PROPERTY TAXES AND ASSESSMENTS

		2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Pending 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

		2019-2020 Actual	2020-2021 Estimated	2021-2022 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	\$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

Proposed Budget

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

FYE 6/30/2022

CAPITAL OUTLAY BUDGET

		2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Pending 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

		2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Pending 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	Copy meeting materials				
E-3.5	Newspaper Ads	\$128			
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		
E-5.7	Bonding Fee		\$300	\$200	\$200
E-5.8					
E-6	TOTAL ADMINISTRATION	\$171	\$257	\$200	\$200

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Valley View Drive Community Improvement and Service

FYE 6/30/2022

OPERATIONS BUDGET

		2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Pending 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		\$500	\$200	\$200
E-10.2	Repay county overage		\$1,700	\$0	
E-10.3	_____				
E-10.4	_____				
E-10.5	_____				
E-11	Contractual Arrangements (List)				
E-11.1	Road improvements	\$22,825	\$9,500	\$12,500	\$12,500
E-11.2	Snowplowing	\$300	\$300	\$500	\$500
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	\$12,000	\$13,200	\$13,200

Proposed Budget

Valley View Drive Community Improvement and Service

FYE 6/30/2022

INDIRECT COSTS BUDGET

			2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Pending 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

			2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Pending 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

Proposed Budget

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

FYE 6/30/2022

GENERAL FUNDS

		2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Pending Approval
C-1	Balances at Beginning of Fiscal Year				
C-1.1	General Fund Checking Account Balance	\$8,507	\$4,323	\$5,400	\$5,400
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	\$1,500	\$1,500
C-1.6	Total Estimated Cash and Investments on Hand	\$11,507	\$7,323	\$6,900	\$6,900
C-2	General Fund Reductions:				
C-2.1	a. Unpaid bills at FYE			\$0	
C-2.2	b. Reserves	\$3,000	\$3,000	\$1,500	\$1,500
C-2.3	Total Deductions (a+b)	\$3,000	\$3,000	\$1,500	\$1,500
C-2.4	Estimated Non-Restricted Funds Available	\$8,507	\$4,323	\$5,400	\$5,400

DEPRECIATION RESERVE (CAPITAL OUTLAY - REPLACEMENT)

		2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Pending 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)

		2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Pending 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)

		2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Pending 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	-\$1,500	-\$1,500
C-5.4	<i>Date of Reserve Approval in Minutes:</i> _____				
C-5.5	SUB-TOTAL	\$3,000	\$3,000	\$1,500	\$1,500
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	\$1,500	\$1,500
C-5.9	TOTAL TO BE SPENT	\$0	\$0	\$0	\$0