

# Final Budget

Canyon Improvement and Service District	
Budget Hearing Information	
P.O. Box 111	Location: Carr Residence
Newcastle, WY 82701	Date: 7/14/2020
307-746-9779	Time: 6:15 P.M.
Weston County	Budget Prepared by: Bill Lunney

S-A	BUDGET MESSAGE		W.S. 16-4-104(d)
	Our plan is to pay \$80,000 loan off in 2020 or 2021 and to take \$10,000 from savings to upgrade meter reader and registers.		

S-B	RESERVE DESCRIPTION	
	RUS requires we reserve \$18,100.	

S-C

Names of Board Members	Date of End of Term
Matt Carr	11/30/24
Karen Drost	11/30/23
Robert Humes	11/30/23
Jim Bainer	11/30/24
Bill Lunney	11/30/23

Does the district have regular office hours exceeding 20 hours per week?	<input type="checkbox"/> No

**If no above:** Are the records on file with the County Clerk as required by W.S. 16-12-303(c)?  Yes

Where are the minutes of your board meeting available for public review?

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

Where are the public meetings held?

## FINAL BUDGET SUMMARY

OVERVIEW		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval
S-1	Total Budgeted Expenditures	\$31,491	\$32,208	\$32,208	\$32,208
S-2	Total Principal to Pay on Debt	\$7,000	\$9,113	\$9,113	\$9,113
S-3	Total Change to Restricted Funds	\$0	\$0	\$0	\$0
S-4	Total General Fund and Forecasted Revenues Available	\$142,279	\$99,226	\$140,536	\$140,536
S-5	Amount requested from County Commissioners	\$33,269	\$0	\$33,800	\$33,800
S-6	Additional Funding Needed :			\$0	\$0

REVENUE SUMMARY		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval
S-7	Operating Revenues	\$7,222	\$0	\$7,380	\$7,380
S-8	Tax levy (From the County Treasurer)	\$33,269	\$0	\$33,800	\$33,800
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	\$2,562	\$0	\$140	\$140
S-13	Other Forecasted Revenue	\$0	\$0	\$0	\$0

S-14	Total Revenue	\$43,053	\$0	\$41,320	\$41,320
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FY 7/1/20-6/30/21 Canyon Improvement and Service District

EXPENDITURE SUMMARY		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval
S-15	Capital Outlay	\$0	\$0	\$0	\$0
S-16	Interest and Fees On Debt	\$4,018	\$4,588	\$4,588	\$4,588
S-17	Administration	\$9,501	\$10,100	\$10,100	\$10,100
S-18	Operations	\$17,872	\$16,920	\$16,920	\$16,920
S-19	Indirect Costs	\$100	\$600	\$600	\$600
S-20R	Expenditures paid by Reserves	\$0	\$0	\$0	\$0
S-20	Total Expenditures	\$31,491	\$32,208	\$32,208	\$32,208

DEBT SUMMARY		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval
S-21	Principal Paid on Debt	\$7,000	\$9,113	\$9,113	\$9,113

CASH AND INVESTMENTS		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval
S-22	TOTAL GENERAL FUNDS	\$99,226	\$99,226	\$99,216	\$99,216

**Summary of Reserve Funds**

S-23	Beginning Balance in Reserve Accounts				
S-24	a. Sinking and Debt Service Funds	\$15,008	\$15,008	\$15,008	\$15,008
S-25	b. Reserves	\$15,957	\$15,957	\$15,957	\$15,957
S-26	c. Bond Funds	\$0	\$0	\$0	\$0
	<b>Total Reserves (a+b+c)</b>	\$30,965	\$30,965	\$30,965	\$30,965
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
	<b>Total to be added (a+b+c)</b>	\$0	\$0	\$0	\$0
S-31	Subtotal	\$30,965	\$30,965	\$30,965	\$30,965
S-32	Less Total to be spent	\$0	\$0	\$0	\$0
S-33	TOTAL RESERVES AT END OF FISCAL YEAR	\$30,965	\$30,965	\$30,965	\$30,965

*End of Summary*

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

DISTRICT ADDRESS: P.O. Box 111  
Newcastle, WY 82701

PREPARED BY: Bill Lunney

DISTRICT PHONE: 307-746-9779

# Final Budget

Canyon Improvement and Service District

FYE 6/30/2021

NAME OF DISTRICT/BOARD

<b>PROPERTY TAXES AND ASSESSMENTS</b>
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		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval
R-1	<b>Property Taxes and Assessments Received</b>				
R-1.1	<b>Tax Levy (From the County Treasurer)</b>	\$33,269		\$33,800	\$33,800
R-1.2	Other County Support				

<b>FORECASTED REVENUE</b>
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		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval
R-2	<b>Revenues from Other Governments</b>				
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	<b>Total Government Support</b>	\$0	\$0	\$0	\$0
R-3	<b>Operating Revenues</b>				
R-3.1	Customer Charges	\$7,222		\$7,380	\$7,380
R-3.2	Sales of Goods or Services				
R-3.3	Other Assessments				
R-3.4	<b>Total Operating Revenues</b>	\$7,222	\$0	\$7,380	\$7,380
R-4	<b>Grants</b>				
R-4.1	Direct Federal Grants				
R-4.2	Federal Grants thru State Agencies				
R-4.3	Grants from State Agencies				
R-4.4	<b>Total Grants</b>	\$0	\$0	\$0	\$0
R-5	<b>Miscellaneous Revenue</b>				
R-5.1	Interest	\$2,562		\$140	\$140
R-5.2	Other: Specify				
R-5.3	Other: Additional				
R-5.4	<b>Total Miscellaneous</b>	\$2,562	\$0	\$140	\$140
R-5.5	<b>Total Forecasted Revenue</b>	\$9,784	\$0	\$7,520	\$7,520
R-6	<b>Other Forecasted Revenue</b>				
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	<b>Total Other Forecasted Revenue (a+b)</b>	\$0	\$0	\$0	\$0

# Final Budget

Canyon Improvement and Service District

FYE 6/30/2021

NAME OF DISTRICT/BOARD

## CAPITAL OUTLAY BUDGET

		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval
<b>E-1</b>	<b>Capital Outlay</b>				
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	<b>TOTAL CAPITAL OUTLAY</b>	\$0	\$0	\$0	\$0

## ADMINISTRATION BUDGET

		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval
<b>E-2</b>	<b>Personnel Services</b>				
E-2.1	Administrator				
E-2.2	Secretary	\$5,000	\$6,000	\$6,000	\$6,000
E-2.3	Clerical	\$100	\$750	\$750	\$750
E-2.4	Other (Specify)				
E-2.5	Election Expenses	\$0	\$400	\$400	\$400
E-2.6	_____				
E-2.7					
<b>E-3</b>	<b>Board Expenses</b>				
E-3.1	Travel				
E-3.2	Mileage				
E-3.3	Other (Specify)				
E-3.4	Training	\$25	\$0	\$0	
E-3.5	_____				
E-3.6					
<b>E-4</b>	<b>Contractual Services</b>				
E-4.1	Legal	\$884			
E-4.2	Accounting/Auditing				
E-4.3	Other (Specify)				
E-4.4	Bookkeeping	\$250	\$600	\$600	\$600
E-4.5	Meter Reading	\$450	\$600	\$600	\$600
E-4.6	_____				
<b>E-5</b>	<b>Other Administrative Expenses</b>				
E-5.1	Office Supplies	\$292	\$250	\$250	\$250
E-5.2	Office equipment, rent & repair	\$0			
E-5.3	Education				
E-5.4	Registrations				
E-5.5	Other (Specify)				
E-5.6	Billing Software	\$2,500	\$1,500	\$1,500	\$1,500
E-5.7	_____				
E-5.8					
<b>E-6</b>	<b>TOTAL ADMINISTRATION</b>	\$9,501	\$10,100	\$10,100	\$10,100

# Final Budget

Canyon Improvement and Service District

FYE 6/30/2021

OPERATIONS BUDGET
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			2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval
<b>E-7</b>	<b>Personnel Services</b>					
E-7.1	Wages--Operations					
E-7.2	Service Contracts					
E-7.3	Other (Specify)					
E-7.4	Tank Cleaning		\$1,500	\$0	\$0	
E-7.5						
E-7.6						
<b>E-8</b>	<b>Travel</b>					
E-8.1	Mileage					
E-8.2	Other (Specify)					
E-8.3						
E-8.4						
E-8.5						
<b>E-9</b>	<b>Operating supplies (List)</b>					
E-9.1	Box Rent		\$92	\$75	\$75	\$75
E-9.2	Postage		\$290	\$450	\$450	\$450
E-9.3	Chemical		\$40	\$0	\$0	
E-9.4	Chlorine Pump		\$935	\$0	\$0	
E-9.5						
<b>E-10</b>	<b>Program Services (List)</b>					
E-10.1						
E-10.2						
E-10.3						
E-10.4						
E-10.5						
<b>E-11</b>	<b>Contractual Arrangements (List)</b>					
E-11.1	Water Operator		\$6,427	\$4,500	\$4,500	\$4,500
E-11.2						
E-11.3						
E-11.4						
E-11.5						
<b>E-12</b>	<b>Other operations (Specify)</b>					
E-12.1	Utilities		\$1,514	\$4,000	\$4,000	\$4,000
E-12.2	Water Testing		\$445	\$3,000	\$3,000	\$3,000
E-12.3	Maintenance		\$6,441	\$4,895	\$4,895	\$4,895
E-12.4	Supplies		\$188	\$0	\$0	
E-12.5						
<b>E-13</b>	<b>TOTAL OPERATIONS</b>		<b>\$17,872</b>	<b>\$16,920</b>	<b>\$16,920</b>	<b>\$16,920</b>

# Final Budget

## INDIRECT COSTS BUDGET

			2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval
<b>E-14</b>	<b>Insurance</b>					
E-14.1	Liability		\$0	\$500	\$500	\$500
E-14.2	Buildings and vehicles					
E-14.3	Equipment					
E-14.4	Other (Specify)					
E-14.5	Bond		\$100	\$100	\$100	\$100
E-14.6	_____					
E-14.7	_____					
<b>E-15</b>	<b>Indirect payroll costs:</b>					
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	_____					
<b>E-17</b>	<b>TOTAL INDIRECT COSTS</b>		<b>\$100</b>	<b>\$600</b>	<b>\$600</b>	<b>\$600</b>

## DEBT SERVICE BUDGET

			2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval
<b>D-1</b>	<b>Debt Service</b>					
D-1.1	Principal		\$7,000	\$9,113	\$9,113	\$9,113
D-1.2	Interest		\$4,018	\$4,588	\$4,588	\$4,588
D-1.3	Fees					
<b>D-2</b>	<b>TOTAL DEBT SERVICE</b>		<b>\$11,018</b>	<b>\$13,701</b>	<b>\$13,701</b>	<b>\$13,701</b>

# Final Budget

Canyon Improvement and Service District  
**NAME OF DISTRICT/BOARD**

FYE 6/30/2021

## GENERAL FUNDS

	End of Year	Beginning	Beginning	Final Approval
	2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	
<b>C-1 Balances at Beginning of Fiscal Year</b>				
C-1.1 General Fund Checking Account Balance	\$2,717	\$2,717	\$4,547	\$4,547
C-1.2 Savings and Investments Account Balance	\$96,509	\$96,509	\$94,669	\$94,669
C-1.3 General Fund CD Balance		\$0		
C-1.4 All Other Funds		\$0		
C-1.5 Reserves (From Below)	\$30,965	\$30,965	\$30,965	\$30,965
<b>C-1.6 Total Estimated Cash and Investments on Hand</b>	<b>\$130,191</b>	<b>\$130,191</b>	<b>\$130,181</b>	<b>\$130,181</b>
<b>C-2 General Fund Reductions:</b>				
C-2.1 a. Unpaid bills at FYE				
C-2.2 b. Reserves	\$30,965	\$30,965	\$30,965	\$30,965
C-2.3 <b>Total Deductions (a+b)</b>	<b>\$30,965</b>	<b>\$30,965</b>	<b>\$30,965</b>	<b>\$30,965</b>
<b>C-2.4 Estimated Non-Restricted Funds Available</b>	<b>\$99,226</b>	<b>\$99,226</b>	<b>\$99,216</b>	<b>\$99,216</b>

## SINKING & DEBT SERVICE FUNDS

	2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval
<b>C-3</b>				
C-3.1 Beginning Balance in Reserve Account (end of previous year)	\$15,008	\$15,008	\$15,008	\$15,008
C-3.2 Date of Reserve Approval in Minutes: 2/28/2020				
C-3.3 Amount to be added to the reserve				
C-3.4 Date of Reserve Approval in Minutes: 2/28/2020				
<b>C-3.5 SUB-TOTAL</b>	<b>\$15,008</b>	<b>\$15,008</b>	<b>\$15,008</b>	<b>\$15,008</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: _____				
<b>C-3.11 TOTAL CAPITAL OUTLAY (a+b+c)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>C-3.12 Balance to be retained</b>	<b>\$15,008</b>	<b>\$15,008</b>	<b>\$15,008</b>	<b>\$15,008</b>

## RESERVES

	2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval
<b>C-4</b>				
C-4.1 Beginning Balance in Reserve Account (end of previous year)	\$15,957	\$15,957	\$15,957	\$15,957
C-4.2 Date of Reserve Approval in Minutes: _____				
C-4.3 Amount to be added to the reserve				
C-4.4 Date of Reserve Approval in Minutes: _____				
<b>C-4.5 SUB-TOTAL</b>	<b>\$15,957</b>	<b>\$15,957</b>	<b>\$15,957</b>	<b>\$15,957</b>
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 Date of Reserve Approval in Minutes: _____				
<b>C-4.11 TOTAL OTHER RESERVE OUTLAY (a+b+c)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>C-4.12 Balance to be retained</b>	<b>\$15,957</b>	<b>\$15,957</b>	<b>\$15,957</b>	<b>\$15,957</b>

## BOND FUNDS

	2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval
<b>C-5</b>				
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: _____				
<b>C-5.5 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: _____				
<b>C-5.8 Balance to be retained</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>C-5.9 TOTAL TO BE SPENT</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>