

Proposed Budget

SPSC Improvement & Service District	
Budget Hearing Information	
P.O. Box 4047	Location: Office of Grand Teton Property Management
Jackson, WY 83001	Date: 6/18/2020
307-73-0205	Time: 12:00pm
Teton County	Budget Prepared by: Grand Teton Property Management

S-A	BUDGET MESSAGE	W.S. 16-4-104(d)
<p>The total amount of charges and assessments required to be raised for District Improvements and Services have been determined by showing, in reasonable detail, the various functions and matters proposed to be covered by the budget, showing the estimated income and other funds which may be received by the District, and showing the estimated amount of assessments and other taxes or charges required to cover the costs and expenses and to provide a reasonable reserve. The budget shall be filled with and follow a format acceptable to the director of the Wyoming Department of Audit. The proposed budget reflects its efforts of intent to order improvements to the District properties for its members over the course of the 2020-21 Fiscal year and to cover unforeseen expenses and costs to the water and sewer system.</p>		

S-B	RESERVE DESCRIPTION
<p>The reserve held by the District is an amount granted from the SPSC Property Owners Association, whom of which make up the same membership as the ISD, in order to assist with covering the initial costs and expenses that are not pre-determined in the normal operating budget, thereby reducing the requirement for special assessments to be issued to those same District members.</p>	

S-C																																					
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 65%; font-weight: bold; font-size: small;">Names of Board Members</th> <th style="width: 35%; font-weight: bold; font-size: small;">Date of End of Term</th> </tr> </thead> <tbody> <tr><td style="font-size: small;">Mark Barron</td><td style="font-size: small;">11/15/20</td></tr> <tr><td style="font-size: small;">Joe Rice</td><td style="font-size: small;">11/15/20</td></tr> <tr><td style="font-size: small;">Diane Guslander</td><td style="font-size: small;">11/15/22</td></tr> <tr><td style="font-size: small;">Scott Anderson</td><td style="font-size: small;">11/15/22</td></tr> <tr><td style="font-size: small;">Robert McClaren</td><td style="font-size: small;">11/15/22</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	Mark Barron	11/15/20	Joe Rice	11/15/20	Diane Guslander	11/15/22	Scott Anderson	11/15/22	Robert McClaren	11/15/22													<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%; font-size: small;">Does the district have regular office hours exceeding 20 hours per week?</td> <td style="width: 20%; text-align: center; font-size: small;">No</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> </table> <p style="font-size: small; margin-top: 10px;">If no above: Are the records on file with the County Clerk as required by W.S. 16-12-303(c)?</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;"></td> <td style="width: 20%; text-align: center; font-size: small;">Yes</td> </tr> </table>	Does the district have regular office hours exceeding 20 hours per week?	No										Yes
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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?

PROPOSED BUDGET SUMMARY

OVERVIEW		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
S-1	Total Budgeted Expenditures	\$81,320	\$1,411,551	\$33,300	\$33,300
S-2	Total Principal to Pay on Debt	\$0	\$0	\$80,000	\$80,000
S-3	Total Change to Restricted Funds	\$0	\$100,000	\$0	\$0
S-4	Total General Fund and Forecasted Revenues Available	\$255,662	\$1,508,835	\$215,437	\$215,437
S-5	<i>Amount requested from County Commissioners</i>	\$116,069	\$125,200	\$125,200	\$125,200
S-6	Additional Funding Needed :			\$0	\$0

REVENUE SUMMARY		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
S-7	Operating Revenues	\$0	\$21,062	\$0	\$0
S-8	Tax levy (From the County Treasurer)	\$116,069	\$125,200	\$125,200	\$125,200
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	\$340	\$302	\$0	\$0
S-13	Other Forecasted Revenue	\$44,960	\$1,267,978	\$0	\$0
S-14	Total Revenue	\$161,369	\$1,414,542	\$125,200	\$125,200

SPSC Improvement & Service District

EXPENDITURE SUMMARY		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
S-15	Capital Outlay	\$0	\$0	\$0	\$0
S-16	Interest and Fees On Debt	\$8,245	\$0	\$15,000	\$15,000
S-17	Administration	\$8,679	\$11,718	\$13,300	\$13,300
S-18	Operations	\$60,146	\$1,299,834	\$5,000	\$5,000
S-19	Indirect Costs	\$4,250	\$0	\$0	\$0
S-20R	Expenditures paid by Reserves	\$0	\$100,000	\$0	\$0
S-20	Total Expenditures	\$81,320	\$1,411,551	\$33,300	\$33,300

DEBT SUMMARY		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
S-21	Principal Paid on Debt	\$0	\$0	\$80,000	\$80,000

CASH AND INVESTMENTS		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
S-22	TOTAL GENERAL FUNDS	\$94,293	\$94,293	\$90,237	\$90,237
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	\$150,219	\$150,219	\$250,219	\$250,219
S-26	c. Bond Funds	\$0	\$0	\$0	\$0
	Total Reserves (a+b+c)	\$150,219	\$150,219	\$250,219	\$250,219
S-27	Amount to be added				
S-28	a. Sinking and Debt Service Funds	\$0	\$0	\$0	\$0
S-29	b. Reserves	\$0	\$200,000	\$0	\$0
S-30	c. Bond Funds	\$0	\$0	\$0	\$0
	Total to be added (a+b+c)	\$0	\$200,000	\$0	\$0
S-31	Subtotal	\$150,219	\$350,219	\$250,219	\$250,219
S-32	Less Total to be spent	\$0	\$100,000	\$0	\$0
S-33	TOTAL RESERVES AT END OF FISCAL YEAR	\$150,219	\$250,219	\$250,219	\$250,219

End of Summary

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

Date adopted by Special District _____

DISTRICT ADDRESS: P.O. Box 4047
Jackson, WY 83001

PREPARED BY: Grand Teton Property Management

DISTRICT PHONE: 307-73-0205

Proposed Budget

SPSC Improvement & Service District

FYE 6/30/2021

NAME OF DISTRICT/BOARD

PROPERTY TAXES AND ASSESSMENTS

		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
R-1	Property Taxes and Assessments Received				
R-1.1	Tax Levy (From the County Treasurer)	\$116,069	\$125,200	\$125,200	\$125,200
R-1.2	Other County Support				

FORECASTED REVENUE

		2018-2019 Actual	2019-2020 Estimated	2020-2021 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		\$21,062		
R-3.4	Total Operating Revenues	\$0	\$21,062	\$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	\$340	\$302		
R-5.2	Other: Specify				
R-5.3	Other: Additional				
R-5.4	Total Miscellaneous	\$340	\$302	\$0	\$0
R-5.5	Total Forecasted Revenue	\$340	\$21,363	\$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	DWSRF Loan	\$23,395	\$709,921		
R-6.4	CWSRF Loan	\$21,564	\$558,058		
R-6.5					
R-6.6	Total Other Forecasted Revenue (a+b)	\$44,960	\$1,267,978	\$0	\$0

Proposed Budget

SPSC Improvement & Service District
 NAME OF DISTRICT/BOARD

FYE 6/30/2021

CAPITAL OUTLAY BUDGET

		2018-2019 Actual	2019-2020 Estimated	2020-2021 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

		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
E-2	Personnel Services				
E-2.1	Administrator	\$7,200	\$7,200	\$7,200	\$7,200
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	_____				
E-3.5	_____				
E-3.6	_____				
E-4	Contractual Services				
E-4.1	Legal	\$183		\$1,000	\$1,000
E-4.2	Accounting/Auditing		\$3,461	\$3,500	\$3,500
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	\$599	\$999	\$1,000	\$1,000
E-5.5	Other (Specify)				
E-5.6	Advertising	\$698	\$57		
E-5.7	Miscellaneous			\$600	\$600
E-5.8	_____				
E-6	TOTAL ADMINISTRATION	\$8,679	\$11,718	\$13,300	\$13,300

Proposed Budget

SPSC Improvement & Service District

FYE 6/30/2021

OPERATIONS BUDGET

		2018-2019 Actual	2019-2020 Estimated	2020-2021 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	<u>Engineering</u>	\$60,146	\$74,549	\$4,000	\$4,000
E-7.5	<u>Road Maint./Plowing</u>			\$1,000	\$1,000
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					
E-9.2					
E-9.3					
E-9.4					
E-9.5					
E-10	Program Services (List)				
E-10.1					
E-10.2					
E-10.3					
E-10.4					
E-10.5					
E-11	Contractual Arrangements (List)				
E-11.1					
E-11.2					
E-11.3					
E-11.4					
E-11.5					
E-12	Other operations (Specify)				
E-12.1	<u>Water & Sewer Project</u>		\$1,225,285		
E-12.2					
E-12.3					
E-12.4					
E-12.5					
E-13	TOTAL OPERATIONS	\$60,146	\$1,299,834	\$5,000	\$5,000

Proposed Budget

SPSC Improvement & Service District

FYE 6/30/2021

INDIRECT COSTS BUDGET

		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
E-14	Insurance				
E-14.1	Liability	\$4,250			
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	\$4,250	\$0	\$0	\$0

DEBT SERVICE BUDGET

		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
D-1	Debt Service				
D-1.1	Principal			\$80,000	\$80,000
D-1.2	Interest			\$15,000	\$15,000
D-1.3	Fees	\$8,245			
D-2	TOTAL DEBT SERVICE	\$8,245	\$0	\$95,000	\$95,000

Proposed Budget

SPSC Improvement & Service District
 NAME OF DISTRICT/BOARD

FYE 6/30/2021

GENERAL FUNDS

	2018-2019 Actual	Beginning 2019-2020 Estimated	Beginning 2020-2021 Proposed	Pending Approval
C-1 Balances at Beginning of Fiscal Year				
C-1.1 General Fund Checking Account Balance	\$94,293	\$94,293	\$90,237	\$90,237
C-1.2 Savings and Investments Account Balance		\$0		
C-1.3 General Fund CD Balance		\$0		
C-1.4 All Other Funds		\$0		
C-1.5 Reserves (From Below)	\$150,219	\$150,219	\$250,219	\$250,219
C-1.6 Total Estimated Cash and Investments on Hand	\$244,511	\$244,511	\$340,456	\$340,456
C-2 General Fund Reductions:				
C-2.1 a. Unpaid bills at FYE				
C-2.2 b. Reserves	\$150,219	\$250,219	\$250,219	\$250,219
C-2.3 Total Deductions (a+b)	\$150,219	\$250,219	\$250,219	\$250,219
C-2.4 Estimated Non-Restricted Funds Available	\$94,293	-\$5,707	\$90,237	\$90,237

SINKING & DEBT SERVICE FUNDS

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

RESERVES

	2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
C-4				
C-4.1 Beginning Balance in Reserve Account (end of previous year)	\$150,219	\$150,219	\$250,219	\$250,219
C-4.2 Date of Reserve Approval in Minutes: _____				
C-4.3 Amount to be added to the reserve		\$200,000		
C-4.4 Date of Reserve Approval in Minutes: 3/4/2020				
C-4.5 SUB-TOTAL	\$150,219	\$350,219	\$250,219	\$250,219
C-4.6 Identify the amount and project to be spent				
C-4.7 a. Water & Sewer Project		\$100,000		
C-4.8 b. _____				
C-4.9 c. _____				
C-4.10 Date of Reserve Approval in Minutes: _____				
C-4.11 TOTAL OTHER RESERVE OUTLAY (a+b+c)	\$0	\$100,000	\$0	\$0
C-4.12 Balance to be retained	\$150,219	\$250,219	\$250,219	\$250,219

BOND FUNDS

	2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
C-5				
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: _____				
C-5.5 SUB-TOTAL	\$0	\$0	\$0	\$0
C-5.6 Identify the amount and project to be spent				
C-5.7 Date of Reserve Approval in Minutes: _____				
C-5.8 Balance to be retained	\$0	\$0	\$0	\$0
C-5.9 TOTAL TO BE SPENT	\$0	\$100,000	\$0	\$0