

## Proposed Budget

Melody Ranch Improvement & Service District	
Budget Hearing Information	
PO Box 4337	<b>Location:</b> Grand Teton Property Management
Jackson, WY 83001-4337	<b>Date:</b> 6/24/2020
307-733-0205	<b>Time:</b> 5:00pm
Teton County	<b>Budget Prepared by:</b> Grand Teton Property Management

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

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 costs and expenses and to provide a reasonable reserve. The budget shall be filed with and follow a format acceptable to the director of the Wyoming Department of Audit. Currently, the District holds \$400K+ in a savings designated as Reserves. The proposed budget reflects the District has scheduled to set aside an additional \$75K+ in the upcoming fiscal year to continue its efforts of intent to order improvements to the District properties for its members.

**S-B RESERVE DESCRIPTION**

The Reserve is generated from the total amount of charges and assessments raised for the District Improvements and Services and is determined annually, in reasonable detail, to cover maintenance costs and expenses that are not pre-determined in the normal operating budget, thereby reducing the requirement for special assessments to be issued to the District members.

**S-C**

Names of Board Members	Date of End of Term											
Robert Hammond	11/1/20	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;"><b>Does the district have regular office hours exceeding 20 hours per week?</b></td> <td style="width: 20%; text-align: center;">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>	<b>Does the district have regular office hours exceeding 20 hours per week?</b>	No								
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Rich Bloom	11/1/22											
Matt Hare	11/1/20											
James Miller	11/1/22											
Kent Van Riper	11/1/22											

**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?

## PROPOSED BUDGET SUMMARY

OVERVIEW		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
S-1	<b>Total Budgeted Expenditures</b>	\$216,078	\$406,084	\$517,495	\$517,495
S-2	<b>Total Principal to Pay on Debt</b>	\$0	\$0	\$10,000	\$10,000
S-3	<b>Total Change to Restricted Funds</b>	\$0	\$400,000	\$75,000	\$75,000
S-4	<b>Total General Fund and Forecasted Revenues Available</b>	\$876,257	\$987,193	\$652,564	\$652,564
S-5	<i>Amount requested from County Commissioners</i>	\$163,447	\$163,830	\$163,830	\$163,830
S-6	<b>Additional Funding Needed :</b>			<b>\$0</b>	<b>\$0</b>

REVENUE SUMMARY		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
S-7	<b>Operating Revenues</b>	\$107,714	\$103,734	\$103,734	\$103,734
S-8	<b>Tax levy (From the County Treasurer)</b>	\$163,447	\$163,830	\$163,830	\$163,830
S-9	<b>Government Support</b>	\$18,609	\$131,548	\$330,000	\$330,000
S-10	<b>Grants</b>	\$0	\$0	\$0	\$0
S-11	<b>Other County Support (Not from Co. Treas.)</b>	\$0	\$0	\$0	\$0
S-12	<b>Miscellaneous</b>	\$3,504	\$5,098	\$5,000	\$5,000
S-13	<b>Other Forecasted Revenue</b>	\$0	\$0	\$0	\$0
S-14	<b>Total Revenue</b>	\$293,274	\$404,210	\$602,564	\$602,564

FY 7/1/20-6/30/21 Melody Ranch Improvement & Service District

EXPENDITURE SUMMARY		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
S-15	<b>Capital Outlay</b>	\$0	\$0	\$0	\$0
S-16	<b>Interest and Fees On Debt</b>	\$4,629	\$0	\$0	\$0
S-17	<b>Administration</b>	\$33,463	\$31,766	\$30,000	\$30,000
S-18	<b>Operations</b>	\$173,860	\$373,718	\$484,995	\$484,995
S-19	<b>Indirect Costs</b>	\$4,126	\$600	\$2,500	\$2,500
S-20R	<b>Expenditures paid by Reserves</b>	\$0	\$0	\$0	\$0
S-20	<b>Total Expenditures</b>	\$216,078	\$406,084	\$517,495	\$517,495

DEBT SUMMARY		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
S-21	<b>Principal Paid on Debt</b>	\$0	\$0	\$10,000	\$10,000

CASH AND INVESTMENTS		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
S-22	<b>TOTAL GENERAL FUNDS</b>	\$582,983	\$582,983	\$50,000	\$50,000

Summary of Reserve Funds		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
S-23	<b>Beginning Balance in Reserve Accounts</b>				
S-24	a. Sinking and Debt Service Funds	\$0	\$0	\$0	\$0
S-25	b. Reserves	\$0	\$0	\$400,000	\$400,000
S-26	c. Bond Funds	\$0	\$0	\$0	\$0
	<b>Total Reserves (a+b+c)</b>	\$0	\$0	\$400,000	\$400,000
S-27	<b>Amount to be added</b>				
S-28	a. Sinking and Debt Service Funds	\$0	\$0	\$0	\$0
S-29	b. Reserves	\$0	\$400,000	\$75,000	\$75,000
S-30	c. Bond Funds	\$0	\$0	\$0	\$0
	<b>Total to be added (a+b+c)</b>	\$0	\$400,000	\$75,000	\$75,000
S-31	<b>Subtotal</b>	\$0	\$400,000	\$475,000	\$475,000
S-32	<b>Less Total to be spent</b>	\$0	\$0	\$0	\$0
S-33	<b>TOTAL RESERVES AT END OF FISCAL YEAR</b>	\$0	\$400,000	\$475,000	\$475,000

*End of Summary*

Date adopted by Special District \_\_\_\_\_

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

**DISTRICT ADDRESS:** PO Box 4337  
Jackson, WY 83001-4337

**PREPARED BY:** Grand Teton Property Management

**DISTRICT PHONE:** 307-733-0205

# Proposed Budget

Melody Ranch Improvement & Service District  
**NAME OF DISTRICT/BOARD**

FYE 6/30/2021

<b>PROPERTY TAXES AND ASSESSMENTS</b>
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		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
R-1	<b>Property Taxes and Assessments Received</b>				
R-1.1	Tax Levy (From the County Treasurer)	\$163,447	\$163,830	\$163,830	\$163,830
R-1.2	Other County Support				

<b>FORECASTED REVENUE</b>
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		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
R-2	<b>Revenues from Other Governments</b>				
R-2.1	State Aid	\$18,609	\$131,548	\$330,000	\$330,000
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>	\$18,609	\$131,548	\$330,000	\$330,000
R-3	<b>Operating Revenues</b>				
R-3.1	Customer Charges	\$107,131	\$103,734	\$103,734	\$103,734
R-3.2	Sales of Goods or Services	\$583			
R-3.3	Other Assessments				
R-3.4	<b>Total Operating Revenues</b>	\$107,714	\$103,734	\$103,734	\$103,734
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	\$664	\$4,923	\$4,800	\$4,800
R-5.2	Other: Specify <u>Late Fees</u>	\$283	\$175	\$200	\$200
R-5.3	Other: See Additional	\$2,557			
R-5.4	<b>Total Miscellaneous</b>	\$3,504	\$5,098	\$5,000	\$5,000
R-5.5	<b>Total Forecasted Revenue</b>	\$129,827	\$240,380	\$438,734	\$438,734
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

# Proposed Budget

Melody Ranch 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	<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	Pending Approval
E-2	<b>Personnel Services</b>				
E-2.1	Administrator	\$21,600	\$21,600	\$21,600	\$21,600
E-2.2	Secretary				
E-2.3	Clerical				
E-2.4	Other (Specify)				
E-2.5	_____				
E-2.6	_____				
E-2.7					
E-3	<b>Board Expenses</b>				
E-3.1	Travel	\$481			
E-3.2	Mileage				
E-3.3	Other (Specify)				
E-3.4	Meetings	\$74	\$119		
E-3.5	_____				
E-3.6					
E-4	<b>Contractual Services</b>				
E-4.1	Legal	\$6,930	\$6,405	\$2,500	\$2,500
E-4.2	Accounting/Auditing			\$750	\$750
E-4.3	Other (Specify)				
E-4.4	_____				
E-4.5	_____				
E-4.6					
E-5	<b>Other Administrative Expenses</b>				
E-5.1	Office Supplies	\$272	\$581	\$500	\$500
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 Charges	\$278	\$810	\$750	\$750
E-5.7	Property/Federal Tax	\$496	\$490	\$1,000	\$1,000
E-5.8	see additional details	\$3,332	\$1,761	\$2,900	\$2,900
E-6	<b>TOTAL ADMINISTRATION</b>	\$33,463	\$31,766	\$30,000	\$30,000



# Proposed Budget

Melody Ranch Improvement & Service District

FYE 6/30/2021

## INDIRECT COSTS BUDGET

			2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
<b>E-14</b>	<b>Insurance</b>					
E-14.1	Liability		\$4,126	\$600	\$2,500	\$2,500
E-14.2	Buildings and vehicles					
E-14.3	Equipment					
E-14.4	Other (Specify)					
E-14.5	_____					
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>\$4,126</b>	<b>\$600</b>	<b>\$2,500</b>	<b>\$2,500</b>

## DEBT SERVICE BUDGET

			2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
<b>D-1</b>	<b>Debt Service</b>					
D-1.1	Principal				\$10,000	\$10,000
D-1.2	Interest					
D-1.3	Fees		\$4,629			
<b>D-2</b>	<b>TOTAL DEBT SERVICE</b>		<b>\$4,629</b>	<b>\$0</b>	<b>\$10,000</b>	<b>\$10,000</b>

# Proposed Budget

Melody Ranch Improvement & Service District

FYE 6/30/2021

NAME OF DISTRICT/BOARD

## GENERAL FUNDS

		End of Year	Beginning	Beginning	
		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
<b>C-1</b>	<b>Balances at Beginning of Fiscal Year</b>				
C-1.1	General Fund Checking Account Balance	\$582,983	\$582,983	\$50,000	\$50,000
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)	\$0	\$0	\$475,000	\$475,000
C-1.6	<b>Total Estimated Cash and Investments on Hand</b>	\$582,983	\$582,983	\$525,000	\$525,000
<b>C-2</b>	<b>General Fund Reductions:</b>				
C-2.1	a. Unpaid bills at FYE				
C-2.2	b. Reserves	\$0	\$400,000	\$475,000	\$475,000
C-2.3	<b>Total Deductions (a+b)</b>	\$0	\$400,000	\$475,000	\$475,000
C-2.4	<b>Estimated Non-Restricted Funds Available</b>	\$582,983	\$182,983	\$50,000	\$50,000

## SINKING & DEBT SERVICE FUNDS

		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
<b>C-3</b>					
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	<b>SUB-TOTAL</b>	\$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	<i>Date of Reserve Approval in Minutes:</i>				
C-3.11	<b>TOTAL CAPITAL OUTLAY (a+b+c)</b>	\$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
<b>C-4</b>					
C-4.1	Beginning Balance in Reserve Account (end of previous year)		\$0	\$400,000	\$400,000
C-4.2	<i>Date of Reserve Approval in Minutes:</i>				
C-4.3	Amount to be added to the reserve		\$400,000	\$75,000	\$75,000
C-4.4	<i>Date of Reserve Approval in Minutes:</i> 5/13/2020				
C-4.5	<b>SUB-TOTAL</b>	\$0	\$400,000	\$475,000	\$475,000
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	<b>TOTAL OTHER RESERVE OUTLAY (a+b+c)</b>	\$0	\$0	\$0	\$0
C-4.12	Balance to be retained	\$0	\$400,000	\$475,000	\$475,000

## BOND FUNDS

		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
<b>C-5</b>					
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	<b>SUB-TOTAL</b>	\$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	<b>TOTAL TO BE SPENT</b>	\$0	\$0	\$0	\$0

