

## Proposed Budget

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

S-A **BUDGET MESSAGE** W.S. 16-4-104

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 consts 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 unforseen expenses and costs to the water and sewer system.

**S-B RESERVE DESCRIPTION**  
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.

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

Grand Teton Property Management

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

Notices of meetings are advertised in the newspaper

### Where are the public meetings held?

Grand Teton Property Management

## PROPOSED BUDGET SUMMARY

OVERVIEW		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
S-1	<b>Total Budgeted Expenditures</b>	\$81,320	\$1,411,551	\$33,300	\$33,300
S-2	<b>Total Principal to Pay on Debt</b>	\$0	\$0	\$80,000	\$80,000
S-3	<b>Total Change to Restricted Funds</b>	\$0	\$100,000	\$0	\$0
S-4	<b>Total General Fund and Forecasted Revenues Available</b>	\$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	<b>Additional Funding Needed :</b>			\$0	\$0

<b>REVENUE SUMMARY</b>		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
S-7	<b>Operating Revenues</b>	\$0	\$21,062	\$0	\$0
S-8	<b>Tax levy (From the County Treasurer)</b>	\$116,069	\$125,200	\$125,200	\$125,200
S-9	<b>Government Support</b>	\$0	\$0	\$0	\$0
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>	\$340	\$302	\$0	\$0
S-13	<b>Other Forecasted Revenue</b>	\$4,060	\$1,267,978	\$0	\$0

S-14 **Total Revenue** \$161,369 \$1,414,542 \$125,200 \$125,200  
FY 7/1/20-6/30/21 SPSB 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>	\$8,245	\$0	\$15,000	\$15,000
S-17	<b>Administration</b>	\$8,679	\$11,718	\$13,300	\$13,300
S-18	<b>Operations</b>	\$60,146	\$1,299,834	\$5,000	\$5,000
S-19	<b>Indirect Costs</b>	\$4,250	\$0	\$0	\$0

S-20	<b>Total Expenditures</b>	\$81,320	\$1,411,551	\$33,300	\$33,300
	<b>DEBT SUMMARY</b>	2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval

CASH AND INVESTMENTS	2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
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**S-22 TOTAL GENERAL FUNDS** **\$94,293** **\$94,293** **\$90,227** **\$90,227**

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### **Summary of Reserve Funds**

S-23	<b>Beginning Balance in Reserve Accounts</b>			
S-24	a. Sinking and Debt Service Funds	\$0	\$0	\$0
S-25	b. Reserves	\$150,219	\$150,219	\$250,219
S-26	c. Bond Funds	\$0	\$0	\$0
	<b>Total Reserves (a+b+c)</b>	\$150,219	\$150,219	\$250,219

S-27	<b>Amount to be added</b>			
S-28	a. Sinking and Debt Service Funds	\$0	\$0	\$0
S-29	b. Reserves	\$0	\$200,000	\$0
S-30	c. Bond Funds	\$0	\$0	\$0
<b>Total to be added (a+b+c)</b>		\$0	\$200,000	\$0

S-31	<b>Subtotal</b>	\$150,219	\$350,219	\$250,219	\$250,219
S-32	<b>Less Total to be spent</b>	\$0	\$100,000	\$0	\$0
S-33	<b>TOTAL RESERVES AT END OF FISCAL YEAR</b>	\$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

*Prepared in compliance with the Uniform Municipal Fiscal Procedures Act (W.S. 16-4-101 through 124) as it applies*

## Proposed Budget

SPSC Improvement & Service District

**FYE** 6/30/2021

PROPERTY TAXES AND ASSESSMENTS

	2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
<b>R-1      Property Taxes and Assessments Received</b>				
R-1.1 <b>Tax Levy (From the County Treasurer)</b>	\$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
<b>R-2</b>	<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
<b>R-3</b>	<b>Operating Revenues</b>				
R-3.1	Customer Charges				
R-3.2	Sales of Goods or Services				
R-3.3	Other Assessments		\$21,062		
R-3.4	<b>Total Operating Revenues</b>	\$0	\$21,062	\$0	\$0
<b>R-4</b>	<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
<b>R-5</b>	<b>Miscellaneous Revenue</b>				
R-5.1	Interest	\$340	\$302		
R-5.2	Other: Specify				
R-5.3	Other: Additional				
R-5.4	<b>Total Miscellaneous</b>	\$340	\$302	\$0	\$0
<b>R-5.5</b>	<b>Total Forecasted Revenue</b>	\$340	\$21,363	\$0	\$0
<b>R-6</b>	<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	DWSRF Loan	\$23,395	\$709,921		
R-6.4	CWSRF Loan	\$21,564	\$558,058		
R-6.5					
<b>R-6.6</b>	<b>Total Other Forecasted Revenue (a+b)</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
<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					
<b>E-1.8</b>	<b>TOTAL CAPITAL OUTLAY</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

## **ADMINISTRATION BUDGET**

		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending Approval
<b>E-2</b>	<b>Personnel Services</b>				
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					
<b>E-3</b>	<b>Board Expenses</b>				
E-3.1	Travel				
E-3.2	Mileage				
E-3.3	Other (Specify)				
E-3.4					
E-3.5					
E-3.6					
<b>E-4</b>	<b>Contractual Services</b>				
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					
<b>E-5</b>	<b>Other Administrative Expenses</b>				
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					
<b>E-6</b>	<b>TOTAL ADMINISTRATION</b>	<b>\$8,679</b>	<b>\$11,718</b>	<b>\$13,300</b>	<b>\$13,300</b>

# Proposed Budget

SPSC Improvement & Service District

FYE 6/30/2021

## **OPERATIONS BUDGET**

		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Pending 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	Engineering	\$60,146	\$74,549	\$4,000	\$4,000
E-7.5	Road Maint./Plowing			\$1,000	\$1,000
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					
E-9.2					
E-9.3					
E-9.4					
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					
E-11.2					
E-11.3					
E-11.4					
E-11.5					
<b>E-12</b>	<b>Other operations (Specify)</b>				
E-12.1	Water & Sewer Project		\$1,225,285		
E-12.2					
E-12.3					
E-12.4					
E-12.5					
<b>E-13</b>	<b>TOTAL OPERATIONS</b>	\$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
<b>E-14</b>	<b>Insurance</b>				
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					
<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>	\$4,250	\$0	\$0	\$0

## 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			\$80,000	\$80,000
D-1.2	Interest			\$15,000	\$15,000
D-1.3	Fees	\$8,245			
<b>D-2</b>	<b>TOTAL DEBT SERVICE</b>	\$8,245	\$0	\$95,000	\$95,000

# Proposed Budget

SPSC Improvement & Service District  
NAME OF DISTRICT/BOARD

FYE 6/30/2021

## GENERAL FUNDS

		End of Year	Beginning	Beginning	
		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	
C-1	<b>Balances at Beginning of Fiscal Year</b>				
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	\$0	\$0	\$0
C-1.3	General Fund CD Balance	\$0	\$0	\$0	\$0
C-1.4	All Other Funds	\$0	\$0	\$0	\$0
C-1.5	Reserves (From Below)	\$150,219	\$150,219	\$250,219	\$250,219
C-1.6	<b>Total Estimated Cash and Investments on Hand</b>	<b>\$244,511</b>	<b>\$244,511</b>	<b>\$340,456</b>	<b>\$340,456</b>

		End of Year	Beginning	Beginning	
		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	
C-2	<b>General Fund Reductions:</b>				
C-2.1	a. Unpaid bills at FYE				
C-2.2	b. Reserves	\$150,219	\$250,219	\$250,219	\$250,219
C-2.3	<b>Total Deductions (a+b)</b>	<b>\$150,219</b>	<b>\$250,219</b>	<b>\$250,219</b>	<b>\$250,219</b>
C-2.4	<b>Estimated Non-Restricted Funds Available</b>	<b>\$94,293</b>	<b>-\$5,707</b>	<b>\$90,237</b>	<b>\$90,237</b>

## SINKING & DEBT SERVICE FUNDS

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

## RESERVES

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

## BOND FUNDS

		End of Year	Beginning	Beginning	
		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	
C-5					
C-5.1	Beginning Balance in Reserve Account ( <b>end of previous year</b> )		\$0	\$0	\$0
C-5.2	<i>Date of Reserve Approval in Minutes:</i>				
C-5.3	Amount to be added to the reserve				\$0
C-5.4	<i>Date of Reserve Approval in Minutes:</i>				
C-5.5	<b>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	<i>Date of Reserve Approval in Minutes:</i>				
C-5.8	Balance to be retained	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
C-5.9	<b>TOTAL TO BE SPENT</b>	<b>\$0</b>	<b>\$100,000</b>	<b>\$0</b>	<b>\$0</b>