

Final Budget

Skyline Improvement & Service District	
<small>Budget Hearing Information</small>	
PO Box 3601	Location: 250 Veronica Ln & Zoom - 301 092 4055
Jackson, WY 83001	Date: 7/18/2023
307-733-1684	Time: 4pm
Teton County	Budget Prepared by: Robert Norton & Leah Duke

S-A	BUDGET MESSAGE	<small>W.S. 16-12-403 (c)</small>				
<p>The Skyline Improvement and Service District (District) is proposing a decrease in assessments from FY 22-23 to FY 23-24.</p> <p>The District's operational and administrative expenses are projected to increase in FY 23-24. However, the amount held in reserve for future road and water system repairs and improvements will decrease in FY 23-24.</p> <p>The District has two ongoing capital projects, the construction of well No. 4 and the installation of radio read water meters; both projects started in FY 22-23 and should be complete in FY 23-24. The District is currently drawing on a WWDC Groundwater Exploration Grant for Well No. 4, and a DWSRF Loan for the Water Meter Project, that will continue into FY 23-24.</p> <p>The District will be initiating a new WWDC grant and DWSRF loan FY 23-24 for Level III improvements to the water supply and storage system. These improvements were prioritized in the WWDC Level II Study of the Skyline ISD Water Supply.</p> <p>As recommended in the Level II Study the District is planning to replace the old water distribution pipelines and valves in 2030. The District is increasing general fund reserves to have sufficient cash to supplement a proposed DWSRF loan to complete this expensive water system replacement.</p> <p>The District currently holds \$17,500 of homeowner construction bonds that are refundable to homeowners at the completion of their home construction projects if there is no damage to District facilities.</p>						
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 5%; text-align: left; padding: 5px;">S-B</th> <th style="width: 85%; text-align: center; padding: 5px;">RESERVE DESCRIPTION</th> </tr> </thead> <tbody> <tr> <td colspan="2" style="padding: 5px; height: 40px;">N/A</td> </tr> </tbody> </table>			S-B	RESERVE DESCRIPTION	N/A	
S-B	RESERVE DESCRIPTION					
N/A						

S-C		<div style="display: flex; justify-content: space-between;"> <div> <p>Does the district have regular office hours exceeding 20 hours per week?</p> <p>If Yes, enter</p> <p>Address of office: 250 Veronica Lane</p> <p>City, State, Zip: Jackson, WY 83001</p> <p>Phone Number: 307-733-1684</p> <p>Hours Open: Mon-Fri, 8-5</p> </div> <div style="border: 1px solid black; padding: 2px; text-align: center;"> Yes </div> </div>
Names of Board Members	Date of End of Term	
Kurt Harland	11/30/25	
Robert Norton	11/30/23	
Latham Jenkins	11/30/26	

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

www.skylineranchisd.com

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

www.skylineranchisd.com and Jackson Hole News and Guide

Where are the public meetings held?

250 Veronica Lane and Zoom - 301 092 4055

FINAL BUDGET SUMMARY

OVERVIEW		2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Final Approval
S-1	Total Budgeted Expenditures	\$157,301	\$338,136	\$466,142	\$596,690
S-2	Total Principal to Pay on Debt	\$0	\$11,750	\$19,000	\$18,831
S-3	Total Change to Restricted Funds	\$0	\$0	\$0	\$0
S-4	Total General Fund and Forecasted Revenues Available	\$831,262	\$1,067,951	\$1,233,677	\$1,364,056
S-5	Amount requested from County Commissioners	\$201,888	\$271,124	\$242,198	\$250,521
S-6	Additional Funding Needed :			\$0	\$0
	Projected Surplus:			\$748,535	\$748,535

REVENUE SUMMARY		2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Final Approval
S-7	Operating Revenues	\$0	\$0	\$0	\$0
S-8	Tax levy (From the County Treasurer)	\$157,417	\$213,181	\$191,030	\$204,861
S-9	Government Support	\$0	\$7,500	\$147,400	\$147,400
S-10	Grants	\$0	\$119,667	\$76,683	\$168,225
S-11	Other County Support (Not from Co. Treas.)	\$44,471	\$57,943	\$51,168	\$45,660
S-12	Miscellaneous	\$14,153	\$54,439	\$49,331	\$79,845
S-13	Other Forecasted Revenue	\$0	\$0	\$0	\$0

S-14	Total Revenue	\$216,041	\$452,730	\$515,612	\$645,991
------	---------------	-----------	-----------	-----------	-----------

FY 7/1/23-6/30/24

Skyline Improvement & Service District

EXPENDITURE SUMMARY		2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Final Approval
S-15	Capital Outlay	\$63,469	\$215,266	\$317,267	\$433,815
S-16	Interest and Fees On Debt	\$0	\$0	\$0	\$0
S-17	Administration	\$29,197	\$49,369	\$44,300	\$58,300
S-18	Operations	\$61,754	\$71,001	\$102,500	\$102,500
S-19	Indirect Costs	\$2,881	\$2,500	\$2,075	\$2,075
S-20R	Expenditures paid by Reserves	\$0	\$0	\$0	\$0
S-20	Total Expenditures	\$157,301	\$338,136	\$466,142	\$596,690

DEBT SUMMARY		2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Final Approval
--------------	--	---------------------	------------------------	-----------------------	----------------

S-21	Principal Paid on Debt	\$0	\$11,750	\$19,000	\$18,831
------	------------------------	-----	----------	----------	----------

CASH AND INVESTMENTS		2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Final Approval
----------------------	--	---------------------	------------------------	-----------------------	----------------

S-22	TOTAL GENERAL FUNDS	\$615,221	\$615,221	\$718,065	\$718,065
------	---------------------	-----------	-----------	-----------	-----------

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	\$0	\$0	\$0	\$0
S-26	c. Bond Funds	\$0	\$0	\$0	\$0
	Total Reserves (a+b+c)	\$0	\$0	\$0	\$0
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
	Total to be added (a+b+c)	\$0	\$0	\$0	\$0
S-31	Subtotal	\$0	\$0	\$0	\$0
S-32	Less Total to be spent	\$0	\$0	\$0	\$0
S-33	TOTAL RESERVES AT END OF FISCAL YEAR	\$0	\$0	\$0	\$0

End of Summary

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

Date adopted by Special District 7/18/2023

DISTRICT ADDRESS: PO Box 3601
Jackson, WY 83001

PREPARED BY: Robert Norton & Leah Duke

DISTRICT PHONE: 307-733-1684

Final Budget

Skyline Improvement & Service District

FYE 6/30/2024

NAME OF DISTRICT/BOARD

PROPERTY TAXES AND ASSESSMENTS

	DOA Chart of Accounts	2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Final Approval
R-1 Property Taxes and Assessments Received					
R-1.1 Tax Levy (From the County Treasurer)	4001	\$157,417	\$213,181	\$191,030	\$204,861
R-1.2 Other County Support (see note on the right)	4005	\$44,471	\$57,943	\$51,168	\$45,660

FORECASTED REVENUE

	DOA Chart of Accounts	2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Final Approval
R-2 Revenues from Other Governments					
R-2.1 State Aid	4211				
R-2.2 Additional County Aid (non-treasurer)	4237				
R-2.3 City (or Town) Aid	4237				
R-2.4 Other (Specify)	4237		\$7,500	\$147,400	\$147,400
R-2.5 Total Government Support		\$0	\$7,500	\$147,400	\$147,400
R-3 Operating Revenues					
R-3.1 Customer Charges	4300				
R-3.2 Sales of Goods or Services	4300				
R-3.3 Other Assessments	4503				
R-3.4 Total Operating Revenues		\$0	\$0	\$0	\$0
R-4 Grants					
R-4.1 Direct Federal Grants	4201				
R-4.2 Federal Grants thru State Agencies	4201				
R-4.3 Grants from State Agencies	4211		\$119,667	\$76,683	\$168,225
R-4.4 Total Grants		\$0	\$119,667	\$76,683	\$168,225
R-5 Miscellaneous Revenue					
R-5.1 Interest	4501	\$379	\$14,550	\$30,470	\$30,470
R-5.2 Other: Specify <u>intra company loan from r</u>	4500		\$39,889	\$18,861	\$49,375
R-5.3 Other: See Additior <u>See Additional Details</u>		\$13,774			
R-5.4 Total Miscellaneous		\$14,153	\$54,439	\$49,331	\$79,845
R-5.5 Total Forecasted Revenue		\$14,153	\$181,606	\$273,414	\$395,470
R-6 Other Forecasted Revenue					
R-6.1 a. Other past due as estimated by Co. Treas.	4004				
R-6.2 b. Other forecasted revenue (specify):					
R-6.3	4500				
R-6.4	4500				
R-6.5					
R-6.6 Total Other Forecasted Revenue (a+b)		\$0	\$0	\$0	\$0

Final Budget

Skyline Improvement & Service District

FYE 6/30/2024

NAME OF DISTRICT/BOARD

CAPITAL OUTLAY BUDGET

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 Radio Read Meter
- E-1.6 New Well
- E-1.7 see additional details
- E-1.8 **TOTAL CAPITAL OUTLAY**

DOA Chart of Accounts	2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Final Approval
6201				
6210				
6211				
6200	\$8,517	\$9,173	\$137,500	\$137,500
6200	\$5,367	\$159,556	\$75,444	\$197,500
	\$49,586	\$46,537	\$104,323	\$98,815
	\$63,469	\$215,266	\$317,267	\$433,815

ADMINISTRATION BUDGET

E-2 Personnel Services

- E-2.1 Administrator
- E-2.2 Secretary
- E-2.3 Clerical
- E-2.4 Other (Specify)
- E-2.5 Treasurer Bond Fee
- 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
- E-4.2 Accounting/Auditing
- E-4.3 Other (Specify)
- E-4.4 Website Admin
- E-4.5 Clerical & Management Fees - MPM
- 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 Advertising
- E-5.7
- E-5.8

E-6 TOTAL ADMINISTRATION

DOA Chart of Accounts	2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Final Approval
7002				
7003				
7004				
7005		\$170	\$180	\$180
7005				
7011				
7012				
7013				
7013				
7021	\$4,967	\$12,026	\$5,400	\$10,000
7022	\$22,601		\$600	\$10,000
7023	\$483	\$89	\$120	\$120
7023		\$36,000	\$36,000	\$36,000
7031	\$523	\$702	\$800	\$800
7032				
7033				
7034				
7035	\$623	\$382	\$1,200	\$1,200
7035				
	\$29,197	\$49,369	\$44,300	\$58,300

Final Budget

Skyline Improvement & Service District

FYE 6/30/2024

OPERATIONS BUDGET

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

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 Water Operations

E-11.2 Contract Labor

E-11.3 Snow Removal

E-11.4 Water Testing

E-11.5 see additional details

E-12 Other operations (Specify)

E-12.1 Utilities

E-12.2 Repairs & Maintenance

E-12.3 Leak Detection

E-12.4

E-12.5

E-13 TOTAL OPERATIONS

DOA Chart of Accounts	2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Final Approval
7202				
7203				
7204				
7204				
7211				
7212				
7212				
7220				
7220				
7220				
7220				
7230				
7230				
7230				
7230				
7400	\$5,781	\$7,200	\$7,200	\$7,200
7400	\$6,160	\$8,584	\$17,900	\$17,900
7400	\$30,910	\$34,774	\$37,100	\$37,100
7400	\$2,093	\$942	\$2,640	\$2,640
	\$195	\$517	\$17,000	\$17,000
7450	\$4,189	\$4,794	\$5,060	\$5,060
7450	\$10,458	\$14,190	\$15,600	\$15,600
7450	\$1,968			
7450				
	\$61,754	\$71,001	\$102,500	\$102,500

Final Budget

Skyline Improvement & Service District

FYE 6/30/2024

INDIRECT COSTS BUDGET

		DOA Chart of Accounts	2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Final Approval
E-14	Insurance					
E-14.1	Liability	7502	\$1,381	\$1,000	\$500	\$500
E-14.2	Buildings and vehicles	7503	\$1,500	\$1,500	\$1,575	\$1,575
E-14.3	Equipment	7504				
E-14.4	Other (Specify)					
E-14.5		7505				
E-14.6		7505				
E-14.7						
E-15	Indirect payroll costs:					
E-15.1	FICA (Social Security) taxes	7511				
E-15.2	Workers Compensation	7512				
E-15.3	Unemployment Taxes	7513				
E-15.4	Retirement	7514				
E-15.5	Health Insurance	7515				
E-15.6	Other (Specify)					
E-15.7		7516				
E-15.8		7516				
E-15.9						
E-17	TOTAL INDIRECT COSTS		\$2,881	\$2,500	\$2,075	\$2,075

DEBT SERVICE BUDGET

		DOA Chart of Accounts	2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Final Approval
D-1	Debt Service					
D-1.1	Principal	6401		\$11,750	\$19,000	\$18,831
D-1.2	Interest	6410				
D-1.3	Fees	6420				
D-2	TOTAL DEBT SERVICE		\$0	\$11,750	\$19,000	\$18,831

Final Budget

Skyline Improvement & Service District
NAME OF DISTRICT/BOARD

FYE 6/30/2024

GENERAL FUNDS

		End of Year	Beginning	Beginning	
		2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Final Approval
C-1	Balances at Beginning of Fiscal Year	DOA Chart of Accounts			
C-1.1	General Fund Checking	1010	\$498	\$498	\$498
C-1.2	Savings and Investments	1040	\$614,723	\$614,723	\$717,567
C-1.3	General Fund CD Balance	1050		\$0	
C-1.4	All Other Funds	1020		\$0	
C-1.5	Reserves (From Below)		\$0	\$0	\$0
C-1.6	Total Estimated Cash and Investments on Hand		\$615,221	\$615,221	\$718,065
C-2	General Fund Reductions:				
C-2.1	a. Unpaid bills at FYE	2010			
C-2.2	b. Reserves		\$0	\$0	\$0
C-2.3	Total Deductions (a+b)		\$0	\$0	\$0
C-2.4	Estimated Non-Restricted Funds Available		\$615,221	\$615,221	\$718,065

DOA Chart
of Accounts

SINKING & DEBT SERVICE FUNDS

1070

		2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Final Approval
C-3	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

1090

		2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Final Approval
C-4	Beginning Balance in Reserve Account (end of previous year)		\$0	\$0	
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:				
C-4.5	SUB-TOTAL	\$0	\$0	\$0	\$0
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:				
C-4.11	TOTAL OTHER RESERVE OUTLAY (a+b+c)	\$0	\$0	\$0	\$0
C-4.12	Balance to be retained	\$0	\$0	\$0	\$0

BOND FUNDS

1060

		2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Final Approval
C-5	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	\$0	\$0	\$0