

Proposed Budget

Melody Ranch Improvement & Service District	
P.O. Box 4337 Jackson, WY 83001-4337 307-733-0205	Budget Hearing Information Location: Office of GTPM Date: 7/12/2024 Time: 5:30pm
Teton County	Budget Prepared by: GTPM

S-A **BUDGET MESSAGE** W.S. 16-12-403 (c)

The total amount of charges and assessments required to be raised for District Improvements and Services has 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 by the general funds. The ISD continually works to increase its total General Funds, with a majority set aside in a separate savings account for undetermined future improvements as well as in the case of an unforeseen maintenance and repair to equipment that is maintained by the ISD. The budget shall be filed with and follow a format acceptable to the director of the Wyoming Department of Audit. Currently the District holds \$430K+ in a savings account as part of the General Funds for the District to use accordingly for the benefit of its members. The proposed budget reflects the District has scheduled to set aside an additional funds in the upcoming fiscal year to continue its efforts of intent to order improvements to the District properties for its members.

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

Website, Office of GTPM

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

Website, Office of GTPM

Where are the public meetings held?

Office of GTPM via Zoom

PROPOSED BUDGET SUMMARY

OVERVIEW	2022-2023 Actual	2023-2024 Estimated	2024-2025 Proposed	Pending Approval
S-1 Total Budgeted Expenditures	\$446,499	\$427,354	\$325,026	\$325,026
S-2 Total Principal to Pay on Debt	\$0	\$0	\$0	\$0
S-3 Total Change to Restricted Funds	\$0	\$0	\$0	\$0
S-4 Total General Fund and Forecasted Revenues Available	\$810,040	\$933,865	\$825,409	\$825,409
S-5 <i>Amount requested from County Commissioners</i>	\$164,805	\$164,805	\$163,830	\$163,830
S-6 Additional Funding Needed : Projected Surplus:			\$0	\$0
			\$500,383	\$500,383
REVENUE SUMMARY	2022-2023 Actual	2023-2024 Estimated	2024-2025 Proposed	Pending Approval
S-7 Operating Revenues	\$159,776	\$120,965	\$186,043	\$186,043
S-8 Tax levy (From the County Treasurer)	\$164,805	\$164,805	\$163,830	\$163,830
S-9 Government Support	\$0	\$0	\$0	\$0
S-10 Grants	\$0	\$157,748	\$0	\$0
S-11 Other County Support (Not from Co. Treas.)	\$0	\$0	\$0	\$0
S-12 Miscellaneous	\$5,816	\$10,704	\$3,500	\$3,500
S-13 Other Forecasted Revenue	\$0	\$0	\$0	\$0
S-14 Total Revenue	\$330,397	\$454,223	\$353,373	\$353,373
FY 7/1/24-6/30/25				Melody Ranch Improvement & Service District
EXPENDITURE SUMMARY	2022-2023 Actual	2023-2024 Estimated	2024-2025 Proposed	Pending Approval
S-15 Capital Outlay	\$0	\$0	\$0	\$0
S-16 Interest and Fees On Debt	\$0	\$0	\$0	\$0
S-17 Administration	\$50,765	\$42,524	\$45,308	\$45,308
S-18 Operations	\$393,023	\$382,019	\$276,818	\$276,818
S-19 Indirect Costs	\$2,711	\$2,811	\$2,900	\$2,900
S-20R Expenditures paid by Reserves	\$0	\$0	\$0	\$0
S-20 Total Expenditures	\$446,499	\$427,354	\$325,026	\$325,026
DEBT SUMMARY	2022-2023 Actual	2023-2024 Estimated	2024-2025 Proposed	Pending Approval
S-21 Principal Paid on Debt	\$0	\$0	\$0	\$0
CASH AND INVESTMENTS	2022-2023 Actual	2023-2024 Estimated	2024-2025 Proposed	Pending Approval
S-22 TOTAL GENERAL FUNDS	\$479,643	\$479,643	\$472,036	\$472,036
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
	\$0	\$0	\$0	\$0
Total Reserves (a+b+c)				
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
	\$0	\$0	\$0	\$0
Total to be added (a+b+c)				
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

Date adopted by Special District _____

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

DISTRICT ADDRESS: P.O. Box 4337
Jackson, WY 83001-4337

PREPARED BY: GTPM

DISTRICT PHONE: 307-733-0205

Prepared in compliance with the Uniform Municipal Fiscal Procedures Act (W.S. 16-12-401 et seq.) as it applies.

5/31/23 Form approved by Wyoming Department of Audit, Public Funds Division

Proposed Budget

Melody Ranch Improvement & Service District
NAME OF DISTRICT/BOARD

FYE 6/30/2025

PROPERTY TAXES AND ASSESSMENTS

R-1 Property Taxes and Assessments Received
 R-1.1 **Tax Levy (From the County Treasurer)**
 R-1.2 Other County Support (see note on the right)

DOA Chart of Accounts	2022-2023 Actual	2023-2024 Estimated	2024-2025 Proposed	Pending Approval
4001	\$164,805	\$164,805	\$163,830	\$163,830
4005				

FORECASTED REVENUE

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
R-3 Operating Revenues
 R-3.1 Customer Charges
 R-3.2 Sales of Goods or Services
 R-3.3 Other Assessments
R-3.4 Total Operating Revenues
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
R-5 Miscellaneous Revenue
 R-5.1 Interest
 R-5.2 Other: Specify Late Fees
 R-5.3 Other: See Additior See Additional Details
R-5.4 Total Miscellaneous
R-5.5 Total Forecasted Revenue

DOA Chart of Accounts	2022-2023 Actual	2023-2024 Estimated	2024-2025 Proposed	Pending Approval
4211				
4237				
4237				
4237				
	\$0	\$0	\$0	\$0
4300	\$139,909	\$100,894	\$163,123	\$163,123
4300	\$900	\$417	\$900	\$900
4503	\$18,968	\$19,654	\$22,020	\$22,020
	\$159,776	\$120,965	\$186,043	\$186,043
4201				
4201				
4211		\$157,748		
	\$0	\$157,748	\$0	\$0
4501	\$3,738	\$7,502	\$3,500	\$3,500
4500	\$152	\$242		
	\$1,926	\$2,960		
	\$5,816	\$10,704	\$3,500	\$3,500
	\$165,593	\$289,418	\$189,543	\$189,543

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 _____
 R-6.4 _____
 R-6.5 _____
R-6.6 Total Other Forecasted Revenue (a+b)

4004				
4500				
4500				
	\$0	\$0	\$0	\$0

Proposed Budget

Melody Ranch Improvement & Service District

NAME OF DISTRICT/BOARD

FYE 6/30/2025

CAPITAL OUTLAY BUDGET

	DOA Chart of Accounts	2022-2023 Actual	2023-2024 Estimated	2024-2025 Proposed	Pending Approval
E-1 Capital Outlay					
E-1.1 Real Property	6201				
E-1.2 Vehicles	6210				
E-1.3 Office Equipment	6211				
E-1.4 Other (Specify)					
E-1.5	6200				
E-1.6	6200				
E-1.7					
E-1.8 TOTAL CAPITAL OUTLAY		\$0	\$0	\$0	\$0

ADMINISTRATION BUDGET

	DOA Chart of Accounts	2022-2023 Actual	2023-2024 Estimated	2024-2025 Proposed	Pending Approval
E-2 Personnel Services					
E-2.1 Administrator	7002	\$30,000	\$30,000	\$30,000	\$30,000
E-2.2 Secretary	7003				
E-2.3 Clerical	7004				
E-2.4 Other (Specify)					
E-2.5	7005				
E-2.6	7005				
E-2.7					
E-3 Board Expenses					
E-3.1 Travel	7011				
E-3.2 Mileage	7012				
E-3.3 Other (Specify)					
E-3.4	7013				
E-3.5	7013				
E-3.6					
E-4 Contractual Services					
E-4.1 Legal	7021	\$9,173	\$3,265	\$3,500	\$3,500
E-4.2 Accounting/Auditing	7022	\$6,660	\$6,003	\$6,500	\$6,500
E-4.3 Other (Specify)					
E-4.4	7023				
E-4.5	7023				
E-4.6					
E-5 Other Administrative Expenses					
E-5.1 Office Supplies	7031	\$2,659	\$1,507	\$2,258	\$2,258
E-5.2 Office equipment, rent & repair	7032				
E-5.3 Education	7033				
E-5.4 Registrations	7034				
E-5.5 Other (Specify)					
E-5.6 Advertising	7035	\$598	\$55	\$800	\$800
E-5.7 Bank Service Charges	7035	\$384	\$393	\$750	\$750
E-5.8 see additional details		\$1,292	\$1,301	\$1,500	\$1,500
E-6 TOTAL ADMINISTRATION		\$50,765	\$42,524	\$45,308	\$45,308

Proposed Budget

Melody Ranch Improvement & Service District

FYE 6/30/2025

OPERATIONS BUDGET

E-7 Personnel Services

E-7.1 Wages--Operations
 E-7.2 Service Contracts
 E-7.3 Other (Specify)
 E-7.4 Engineering

E-8 Travel

E-8.1 Mileage
 E-8.2 Other (Specify)

E-9 Operating supplies (List)

E-9.1 System Maintenance
 E-9.2 Supplies & Equipment
 E-9.3 Equipment & Repairs
 E-9.4 Sewer Maintenance
 E-9.5 see additional details

E-10 Program Services (List)

E-10.1 Street Maintenance & Plowing
 E-10.2 Building Maintenance (Non-Operating)
 E-10.3 Special Projects (Non-Operating)
 E-10.4
 E-10.5 see additional details

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 Utilities
 E-12.2 Alarm System
 E-12.3
 E-12.4
 E-12.5

E-13 TOTAL OPERATIONS

DOA Chart of Accounts	2022-2023 Actual	2023-2024 Estimated	2024-2025 Proposed	Pending Approval
7202				
7203				
7204	\$76,638	\$92,997	\$72,000	\$72,000
7204				
7211				
7212				
7212				
7220	\$1,282	\$843	\$2,500	\$2,500
7220	\$2,535	\$1,012		
7220	\$13,717			
7220		\$873	\$2,500	\$2,500
	\$37,325	\$22,228		
7230	\$63,208	\$98,120	\$65,268	\$65,268
7230		\$5,869	\$20,000	\$20,000
7230			\$40,000	\$40,000
7230				
	\$183,696	\$146,585	\$60,000	\$60,000
7400				
7400				
7400				
7400				
7450	\$13,374	\$12,246	\$13,250	\$13,250
7450	\$1,248	\$1,246	\$1,300	\$1,300
7450				
7450				
	\$393,023	\$382,019	\$276,818	\$276,818

Proposed Budget

Melody Ranch Improvement & Service District

FYE 6/30/2025

INDIRECT COSTS BUDGET

		DOA Chart of Accounts	2022-2023 Actual	2023-2024 Estimated	2024-2025 Proposed	Pending Approval
E-14	Insurance					
E-14.1	Liability	7502	\$2,711	\$2,811	\$2,900	\$2,900
E-14.2	Buildings and vehicles	7503				
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						
TOTAL INDIRECT COSTS			\$2,711	\$2,811	\$2,900	\$2,900

DEBT SERVICE BUDGET

		DOA Chart of Accounts	2022-2023 Actual	2023-2024 Estimated	2024-2025 Proposed	Pending Approval
D-1	Debt Service					
D-1.1	Principal	6401				
D-1.2	Interest	6410				
D-1.3	Fees	6420				
D-2	TOTAL DEBT SERVICE		\$0	\$0	\$0	\$0

Proposed Budget

Melody Ranch Improvement & Service District
NAME OF DISTRICT/BOARD

FYE 6/30/2025

GENERAL FUNDS

	DOA Chart of Accounts	End of Year	Beginning	Beginning		
		2022-2023 Actual	2023-2024 Estimated	2024-2025 Proposed	Pending Approval	
C-1	Balances at Beginning of Fiscal Year					
C-1.1	General Fund Checking	1010	\$16,309	\$16,309	\$41,533	\$41,533
C-1.2	Savings and Investments	1040	\$463,334	\$463,334	\$430,503	\$430,503
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	\$0
C-1.6	Total Estimated Cash and Investments on Hand		\$479,643	\$479,643	\$472,036	\$472,036

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		\$479,643	\$479,643	\$472,036

DOA Chart of Accounts

SINKING & DEBT SERVICE FUNDS	1070			
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C-3		2022-2023	2023-2024	2024-2025	Pending
		Actual	Estimated	Proposed	Approval
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	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	<i>Date of Reserve Approval in Minutes:</i>				
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

C-4		2022-2023	2023-2024	2024-2025	Pending
		Actual	Estimated	Proposed	Approval
C-4.1	Beginning Balance in Reserve Account (end of previous year)		\$0	\$0	
C-4.2	<i>Date of Reserve Approval in Minutes:</i>				
C-4.3	Amount to be added to the reserve				
C-4.4	<i>Date of Reserve Approval in Minutes:</i>				
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	<i>Date of Reserve Approval in Minutes:</i>				
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

C-5		2022-2023	2023-2024	2024-2025	Pending
		Actual	Estimated	Proposed	Approval
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	SUB-TOTAL	\$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 TOTAL TO BE SPENT		\$0	\$0	\$0	\$0