

Proposed Budget

Rafter J Improvement and Service District	
2951 W Big Trails Drive Jackson, WY 83001 307-733-5262	Budget Hearing Information Location: 2951 W Big Trails Drive Jackson WY Date: 6/15/2018 Time: 7:00 PM
Teton County	Budget Prepared by: John Lotshaw, Treasurer

S-A	BUDGET MESSAGE	W.S. 16-4-104(d)
<p>We do not expect any significant operational or financial changes for the upcoming fiscal year with the exception of installing water meters for a neighboring commercial development and implementing the water billing based on usage. We are continuing to plan for and reserve funds for major future capital projects.</p> <p>The loan with Teton County will be paid off in June, 2018 which is the only outstanding debt. This results in a decrease in assessment revenue, interest expense and cash required for loan payments.</p> <p>Budgeted expenses for FY19 have increased by approximately \$25,000 as compared to the prior year. This is largely a result of plans to replace aging and obsolete water meters.</p> <p>Financial results from FY17 operations did not vary significantly from budgeted figures. The only significant line item variance was a \$19,640 increase in the cost of the Skidsteer. This variance was more than offset by savings in the other operational and capital areas of the budget.</p>		

S-B	RESERVE DESCRIPTION
<p>Reserved funds include \$200,000 reserved for infrastructure improvements and \$400,000 reserved for other projects.</p>	

S-C	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 45%; padding: 2px;"> Names of Board Members John Lotshaw Brian Schilling A. Wayne Flittner </td> <td style="width: 5%; padding: 2px; text-align: center;"> Date of End of Term 3/1/22 3/1/20 3/1/20 </td> <td style="width: 50%; padding: 2px;"> Does the district have regular office hours exceeding 20 hours per week? If Yes, enter Address of office: 2951 W. Big Trails Drive City, State, Zip: Jackson, WY 83001 Phone Number: 307-733-5262 Hours Open: 8-5 Monday Thru Friday </td> </tr> <tr> <td colspan="3" style="height: 100px;"></td> </tr> </table>	Names of Board Members John Lotshaw Brian Schilling A. Wayne Flittner	Date of End of Term 3/1/22 3/1/20 3/1/20	Does the district have regular office hours exceeding 20 hours per week? If Yes, enter Address of office: 2951 W. Big Trails Drive City, State, Zip: Jackson, WY 83001 Phone Number: 307-733-5262 Hours Open: 8-5 Monday Thru Friday			
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Where are the minutes of your board meeting available for public review?	On the website - rafterj.org
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How and where are the notices of meeting posted for the public?	On the website rafterj.org and in the Jackson Hole News and Guide
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Where are the public meetings held?	2951 W. Big Trails Drive Jackson, WY 83001
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PROPOSED BUDGET SUMMARY

OVERVIEW	2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
S-1 Total Budgeted Expenditures	\$292,340	\$273,974	\$428,565	\$428,565
S-2 Total Principal to Pay on Debt	\$78,200	\$77,336	\$0	\$0
S-3 Total Change to Restricted Funds	\$0	\$50,000	\$50,000	\$50,000
S-4 Total General Fund and Forecasted Revenues Available	\$923,282	\$927,740	\$777,254	\$777,254
S-5 <i>Amount requested from County Commissioners</i>	\$312,246	\$306,675	\$215,225	\$215,225
S-6 Additional Funding Needed :			\$0	\$0
REVENUE SUMMARY	2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
S-7 Operating Revenues	\$131,575	\$141,645	\$148,603	\$148,603
S-8 Tax levy (From the County Treasurer)	\$312,246	\$306,675	\$215,225	\$215,225
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	\$908	\$867	\$867	\$867
S-13 Other Forecasted Revenue	\$0	\$0	\$0	\$0
S-14 Total Revenue	\$444,729	\$449,187	\$364,695	\$364,695
FY 7/1/18-6/30/19				Rafter J Improvement and Service District
EXPENDITURE SUMMARY	2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
S-15 Capital Outlay	\$50,362	\$49,640	\$120,000	\$120,000
S-16 Interest and Fees On Debt	\$5,552	\$4,003	\$0	\$0
S-17 Administration	\$16,778	\$35,150	\$37,000	\$37,000
S-18 Operations	\$211,050	\$177,288	\$263,325	\$263,325
S-19 Indirect Costs	\$8,598	\$7,893	\$8,240	\$8,240
S-20 Total Expenditures	\$292,340	\$273,974	\$428,565	\$428,565
DEBT SUMMARY	2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
S-21 Principal Paid on Debt	\$78,200	\$77,336	\$0	\$0
CASH AND INVESTMENTS	2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
S-22 TOTAL GENERAL FUNDS	\$478,553	\$478,553	\$412,559	\$412,559
Summary of Reserve Funds				
S-23 Beginning Balance in Reserve Accounts				
S-24 a. Depreciation Reserve	\$500,000	\$500,000	\$550,000	\$550,000
S-25 b. Other Reserve	\$0	\$0	\$0	\$0
S-26 c. Emergency Reserve (Cash)	\$0	\$0	\$0	\$0
	Total Reserves (a+b+c)	\$500,000	\$500,000	\$550,000
S-27 Amount to be added				
S-28 a. Depreciation Reserve	\$0	\$50,000	\$50,000	\$50,000
S-29 b. Other Reserve	\$0	\$0	\$0	\$0
S-30 c. Emergency Reserve (Cash)	\$0	\$0	\$0	\$0
	Total to be added (a+b+c)	\$0	\$50,000	\$50,000
S-31 Subtotal	\$500,000	\$550,000	\$600,000	\$600,000
S-32 Less Total to be spent	\$0	\$0	\$0	\$0
S-33 TOTAL RESERVES AT END OF FISCAL YEAR	\$500,000	\$550,000	\$600,000	\$600,000

End of Summary

Date adopted by Special District

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

DISTRICT ADDRESS: 2951 W Big Trails Drive
Jackson, WY 83001

PREPARED BY: John Lotshaw, Treasurer

DISTRICT PHONE: 307-733-5262

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

1/29/18 Form approved by Wyoming Department of Audit, Public Funds Division

Proposed Budget

Rafter J Improvement and Service District

FYE 6/30/2019

NAME OF DISTRICT/BOARD

PROPERTY TAXES AND ASSESSMENTS

		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
R-1	Property Taxes and Assessments Received				
R-1.1	Tax Levy (From the County Treasurer)	\$312,246	\$306,675	\$215,225	\$215,225
R-1.2	Other County Support				

FORECASTED REVENUE

		2016-2017 Actual	2017-2018 Estimated	2018-2019 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	\$20,073	\$39,424	\$42,424	\$42,424
R-3.2	Sales of Goods or Services	\$111,502	\$102,221	\$106,179	\$106,179
R-3.3	Other Assessments				
R-3.4	Total Operating Revenues	\$131,575	\$141,645	\$148,603	\$148,603
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	\$908	\$867	\$867	\$867
R-5.2	Other: Specify				
R-5.3	Other: Additional				
R-5.4	Total Miscellaneous	\$908	\$867	\$867	\$867
R-5.5	Total Forecasted Revenue	\$132,483	\$142,512	\$149,470	\$149,470
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)	\$0	\$0	\$0	\$0

Proposed Budget

Rafter J Improvement and Service District

NAME OF DISTRICT/BOARD

FYE 6/30/2019

CAPITAL OUTLAY BUDGET

		2016-2017 Actual	2017-2018 Estimated	2018-2019 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	Water Meter Pits	\$28,453			
E-1.6	Water Pumps	\$21,909			
E-1.7	see additional details		\$49,640	\$120,000	\$120,000
E-1.8	TOTAL CAPITAL OUTLAY	\$50,362	\$49,640	\$120,000	\$120,000

ADMINISTRATION BUDGET

		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
E-2	Personnel Services				
E-2.1	Administrator				
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	Meals	\$210	\$200	\$200	\$200
E-3.5					
E-3.6					
E-4	Contractual Services				
E-4.1	Legal	\$3,475	\$10,000	\$8,500	\$8,500
E-4.2	Accounting/Auditing	\$4,345	\$7,850	\$10,000	\$10,000
E-4.3	Other (Specify)				
E-4.4	Engineering	\$7,240	\$15,000	\$15,000	\$15,000
E-4.5					
E-4.6					
E-5	Other Administrative Expenses				
E-5.1	Office Supplies	\$391	\$450	\$450	\$450
E-5.2	Office equipment, rent & repair	\$0	\$300	\$300	\$300
E-5.3	Education				
E-5.4	Registrations	\$0	\$100	\$1,300	\$1,300
E-5.5	Other (Specify)				
E-5.6	Postage	\$1,117	\$1,250	\$1,250	\$1,250
E-5.7					
E-5.8					
E-6	TOTAL ADMINISTRATION	\$16,778	\$35,150	\$37,000	\$37,000

Proposed Budget

Rafter J Improvement and Service District

FYE 6/30/2019

OPERATIONS BUDGET

		2016-2017 Actual	2017-2018 Estimated	2018-2019 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					
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	Advertising	\$51	\$250	\$250	\$250
E-10.2					
E-10.3					
E-10.4					
E-10.5					
E-11	Contractual Arrangements (List)				
E-11.1	HOA Staff Reimbursement	\$85,050	\$85,050	\$85,050	\$85,050
E-11.2	HOA Vehicle Usage	\$6,825	\$6,825	\$6,825	\$6,825
E-11.3					
E-11.4					
E-11.5					
E-12	Other operations (Specify)				
E-12.1	Road Maintenance	\$28,472	\$8,582	\$19,500	\$19,500
E-12.2	Sewer System Maint	\$29,518	\$36,699	\$25,500	\$25,500
E-12.3	Water System Maint	\$61,134	\$39,882	\$66,200	\$66,200
E-12.4	Contingency Funds		\$0	\$60,000	\$60,000
E-12.5					
E-13	TOTAL OPERATIONS	\$211,050	\$177,288	\$263,325	\$263,325

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Rafter J Improvement and Service District

FYE 6/30/2019

INDIRECT COSTS BUDGET

		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
E-14	Insurance				
E-14.1	Liability	\$8,598	\$7,893	\$8,240	\$8,240
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-16	Depreciation Expenses				
E-17	TOTAL INDIRECT COSTS	\$8,598	\$7,893	\$8,240	\$8,240

DEBT SERVICE BUDGET

		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
D-1	Debt Service				
D-1.1	Principal	\$78,200	\$77,336	\$0	\$0
D-1.2	Interest	\$5,552	\$4,003	\$0	\$0
D-1.3	Fees				
D-2	TOTAL DEBT SERVICE	\$83,752	\$81,339	\$0	\$0

Proposed Budget

Rafter J Improvement and Service District

FYE 6/30/2019

NAME OF DISTRICT/BOARD

GENERAL FUNDS

		End of Year	Beginning	Beginning	Pending Approval
		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	
C-1	Balances at Beginning of Fiscal Year				
C-1.1	General Fund Checking Account Balance	\$65,423	\$65,423	\$65,000	\$65,000
C-1.2	Savings and Investments Account Balance	\$413,108	\$413,108	\$347,536	\$347,536
C-1.3	General Fund CD Balance	\$0	\$0	\$0	\$0
C-1.4	All Other Funds	\$23	\$23	\$23	\$23
C-1.5	Reserves (From Below)	\$500,000	\$500,000	\$600,000	\$600,000
C-1.6	Total Estimated Cash and Investments on Hand	\$978,553	\$978,553	\$1,012,559	\$1,012,559
C-2	General Fund Reductions:				
C-2.1	a. Unpaid bills at FYE	\$5,163	\$5,000	\$5,000	\$5,000
C-2.2	b. Reserves	\$500,000	\$550,000	\$600,000	\$600,000
C-2.3	Total Deductions (a+b)	\$505,163	\$555,000	\$605,000	\$605,000
C-2.4	Estimated Non-Restricted Funds Available	\$473,390	\$423,553	\$407,559	\$407,559

DEPRECIATION RESERVE (CAPITAL OUTLAY - REPLACEMENT)

		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	
C-3	C-3.1 Beginning Balance in Reserve Account (end of previous year)	\$500,000	\$500,000	\$550,000	\$550,000
	<i>Date of Reserve Approval in Minutes:</i>				
C-3.3	Amount to be added to the reserve	\$0	\$50,000	\$50,000	\$50,000
	<i>Date of Reserve Approval in Minutes:</i>				
C-3.5	SUB-TOTAL	\$500,000	\$550,000	\$600,000	\$600,000
C-3.6	Identify the amount to be spent from "Reserve for Capital Outlay"				
C-3.7	a. See Additional Details				
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 in Depreciation Reserve Account	\$500,000	\$550,000	\$600,000	\$600,000

OTHER RESTRICTED FUND BALANCES - RESERVE (LEGALLY ENFORCED)

		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	
C-4	C-4.1 Beginning Balance in Reserve Account (end of previous year)		\$0	\$0	\$0
	<i>Date of Reserve Approval in Minutes:</i>				
C-4.3	Amount to be added to the reserve				
	<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 from "Other				
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 in Other Reserve Account	\$0	\$0	\$0	\$0

ASSIGNED FUND BALANCE (EMERGENCY RESERVE - NOT COMMITTED)

		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	
C-5	C-5.1 Beginning Balance in Reserve Account (end of previous year)		\$0	\$0	\$0
	<i>Date of Reserve Approval in Minutes:</i>				
C-5.3	Amount to be added to the reserve				
	<i>Date of Reserve Approval in Minutes:</i>				
C-5.5	SUB-TOTAL	\$0	\$0	\$0	\$0
C-5.6	Amount to be spent from Emergency Reserve (Cash)				
	<i>Date of Reserve Approval in Minutes:</i>				
C-5.8	Balance to be retained in Assigned Fund Balance	\$0	\$0	\$0	\$0
C-5.9	TOTAL TO BE SPENT	\$0	\$0	\$0	\$0