

Final Budget

Melody Ranch Improvement & Services District	
PO Box 4337 Jackson, WY 83001-4337 307-733-0205	Budget Hearing Information Location: 4000 S Hwy 89 Date: 6/5/2018 Time: 5:00pm
Teton County	Budget Prepared by: Grand Teton Property Management

S-A	BUDGET MESSAGE	W.S. 16-4-104C
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 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 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 \$57K in the upcoming fiscal year to continue its efforts of intent to order improvements to the District properties for its members. Over the course of the 2017-18 Fiscal year, \$148K+ was used from the Savings account, within the Reserve Funds, to cover expenses and costs to the water and sewer system.		
S-B	RESERVE DESCRIPTION	
The Reserve is a portion of the General Funds that is generated from the total amount of charges and assessments raised for 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. The Reserve Funds are held in a separate savings account to be used accordingly for the intent to order improvements as such designated by the District.		

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

On the website - melodyranchhoa.com

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

On the website - melodyranchhoa.com

Where are the public meetings held?

Office of Grand Teton Property Management - 610 W. Broadway - Ste.203

FINAL BUDGET SUMMARY

OVERVIEW	2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Final Approval
S-1 Total Budgeted Expenditures	\$225,062	\$310,951	\$495,825	\$495,825
S-2 Total Principal to Pay on Debt	\$0	\$0	\$47,000	\$47,000
S-3 Total Change to Restricted Funds	\$0	-\$88,002	\$57,000	\$57,000
S-4 Total General Fund and Forecasted Revenues Available	\$262,038	\$326,408	\$619,445	\$619,445
S-5 <i>Amount requested from County Commissioners</i>	\$126,609	\$126,630	\$163,830	\$163,830
S-6 Additional Funding Needed :			\$0	\$0
REVENUE SUMMARY	2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Final Approval
S-7 Operating Revenues	\$107,623	\$96,480	\$103,734	\$103,734
S-8 Tax levy (From the County Treasurer)	\$126,609	\$126,630	\$163,830	\$163,830
S-9 Government Support	\$0	\$0	\$330,000	\$330,000
S-10 Grants	\$0	\$75,000	\$0	\$0
S-11 Other County Support (Not from Co. Treas.)	\$0	\$0	\$0	\$0
S-12 Miscellaneous	\$508	\$1,000	\$1,000	\$1,000
S-13 Other Forecasted Revenue	\$0	\$0	\$0	\$0
S-14 Total Revenue	\$234,740	\$299,110	\$598,564	\$598,564
FY 7/1/18-6/30/19				Melody Ranch Improvement & Services District
EXPENDITURE SUMMARY	2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Final Approval
S-15 Capital Outlay	\$0	\$0	\$0	\$0
S-16 Interest and Fees On Debt	\$0	\$0	\$0	\$0
S-17 Administration	\$27,895	\$30,335	\$30,700	\$30,700
S-18 Operations	\$194,692	\$278,141	\$462,650	\$462,650
S-19 Indirect Costs	\$2,475	\$2,475	\$2,475	\$2,475
S-20 Total Expenditures	\$225,062	\$310,951	\$495,825	\$495,825
DEBT SUMMARY	2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Final Approval
S-21 Principal Paid on Debt	\$0	\$0	\$47,000	\$47,000
CASH AND INVESTMENTS	2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Final Approval
S-22 TOTAL GENERAL FUNDS	\$27,298	\$27,298	\$20,881	\$20,881
Summary of Reserve Funds				
S-23 Beginning Balance in Reserve Accounts				
S-24 a. Depreciation Reserve	\$0	\$0	\$0	\$0
S-25 b. Other Reserve	\$0	\$0	\$0	\$0
S-26 c. Emergency Reserve (Cash)	\$489,933	\$489,933	\$401,931	\$401,931
	Total Reserves (a+b+c)			
S-27 Amount to be added				
S-28 a. Depreciation Reserve	\$0	\$0	\$0	\$0
S-29 b. Other Reserve	\$0	\$0	\$0	\$0
S-30 c. Emergency Reserve (Cash)	\$0	\$60,000	\$387,000	\$387,000
	Total to be added (a+b+c)			
S-31 Subtotal	\$489,933	\$549,933	\$788,931	\$788,931
S-32 Less Total to be spent	\$0	\$148,002	\$330,000	\$330,000
S-33 TOTAL RESERVES AT END OF FISCAL YEAR	\$489,933	\$401,931	\$458,931	\$458,931

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

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

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Melody Ranch Improvement & Services District

FYE 6/30/2019

PROPERTY TAXES AND ASSESSMENTS

		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Final Approval
R-1	Property Taxes and Assessments Received				
R-1.1	Tax Levy (From the County Treasurer)	\$126,609	\$126,630	\$163,830	\$163,830
R-1.2	Other County Support				

FORECASTED REVENUE

		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Final Approval
R-2	Revenues from Other Governments				
R-2.1	State Aid			\$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	Total Government Support	\$0	\$0	\$330,000	\$330,000
R-3	Operating Revenues				
R-3.1	Customer Charges	\$106,998	\$96,480	\$103,734	\$103,734
R-3.2	Sales of Goods or Services	\$625			
R-3.3	Other Assessments				
R-3.4	Total Operating Revenues	\$107,623	\$96,480	\$103,734	\$103,734
R-4	Grants				
R-4.1	Direct Federal Grants				
R-4.2	Federal Grants thru State Agencies				
R-4.3	Grants from State Agencies		\$75,000		
R-4.4	Total Grants	\$0	\$75,000	\$0	\$0
R-5	Miscellaneous Revenue				
R-5.1	Interest	\$508	\$1,000	\$1,000	\$1,000
R-5.2	Other: Specify				
R-5.3	Other: Additional				
R-5.4	Total Miscellaneous	\$508	\$1,000	\$1,000	\$1,000
R-5.5	Total Forecasted Revenue	\$108,131	\$172,480	\$434,734	\$434,734
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

Final Budget

Melody Ranch Improvement & Services District

NAME OF DISTRICT/BOARD

FYE 6/30/2019

CAPITAL OUTLAY BUDGET

		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Final 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					
E-1.6					
E-1.7					
E-1.8	TOTAL CAPITAL OUTLAY	\$0	\$0	\$0	\$0

ADMINISTRATION BUDGET

		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Final Approval
E-2	Personnel Services				
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	Board Expenses				
E-3.1	Travel	\$526			
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	\$1,213	\$1,875	\$2,500	\$2,500
E-4.2	Accounting/Auditing		\$750	\$750	\$750
E-4.3	Other (Specify)				
E-4.4					
E-4.5					
E-4.6					
E-5	Other Administrative Expenses				
E-5.1	Office Supplies	\$2,180	\$1,550	\$1,450	\$1,450
E-5.2	Office equipment, rent & repair				
E-5.3	Education				
E-5.4	Registrations	\$1,000	\$1,000	\$1,000	\$1,000
E-5.5	Other (Specify)				
E-5.6	Bank Service Charges	\$523	\$531	\$600	\$600
E-5.7	Property Tax	\$450	\$450	\$450	\$450
E-5.8	see additional details	\$404	\$2,579	\$2,350	\$2,350
E-6	TOTAL ADMINISTRATION	\$27,895	\$30,335	\$30,700	\$30,700

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FYE 6/30/2019

OPERATIONS BUDGET

		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Final Approval
E-7	Personnel Services				
E-7.1	Wages--Operations				
E-7.2	Service Contracts				
E-7.3	Other (Specify)				
E-7.4	<u>Engineering</u>	\$47,620	\$61,257	\$74,500	\$74,500
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	System Maintenance	\$6,573	\$10,307	\$2,500	\$2,500
E-9.2	Sewer Maintenance		\$2,000	\$2,000	\$2,000
E-9.3	Building Maintenance	\$110	\$5,000	\$5,000	\$5,000
E-9.4	Equipment & Repairs	\$375			
E-9.5					
E-10	Program Services (List)				
E-10.1	Street Maintenance	\$10,038	\$17,500	\$13,000	\$13,000
E-10.2	Snow Removal	\$17,326	\$18,500	\$18,500	\$18,500
E-10.3					
E-10.4					
E-10.5					
E-11	Contractual Arrangements (List)				
E-11.1	Valve Rplcmt - Phase 1	\$52,140	\$148,002		
E-11.2	Water Line Repair	\$45,064			
E-11.3	Valve Rplcmt - Phase 2			\$330,000	\$330,000
E-11.4					
E-11.5					
E-12	Other operations (Specify)				
E-12.1	Utilities	\$14,397	\$14,435	\$15,850	\$15,850
E-12.2	Alarm System	\$1,049	\$1,140	\$1,300	\$1,300
E-12.3					
E-12.4					
E-12.5					
E-13	TOTAL OPERATIONS	\$194,692	\$278,141	\$462,650	\$462,650

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Melody Ranch Improvement & Services District

FYE 6/30/2019

INDIRECT COSTS BUDGET

		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Final Approval
E-14	Insurance				
E-14.1	Liability	\$500	\$500	\$500	\$500
E-14.2	Buildings and vehicles				
E-14.3	Equipment	\$1,975	\$1,975	\$1,975	\$1,975
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	\$2,475	\$2,475	\$2,475	\$2,475

DEBT SERVICE BUDGET

		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Final Approval
D-1	Debt Service				
D-1.1	Principal			\$47,000	\$47,000
D-1.2	Interest				
D-1.3	Fees				
D-2	TOTAL DEBT SERVICE	\$0	\$0	\$47,000	\$47,000

Final Budget

Melody Ranch Improvement & Services District

NAME OF DISTRICT/BOARD

FYE 6/30/2019

GENERAL FUNDS

		End of Year	Beginning	Beginning	
		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	\$27,298	\$27,298	\$20,881	\$20,881
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)	\$489,933	\$489,933	\$458,931	\$458,931
C-1.6	Total Estimated Cash and Investments on Hand	\$517,231	\$517,231	\$479,812	\$479,812
C-2	General Fund Reductions:				
C-2.1	a. Unpaid bills at FYE				
C-2.2	b. Reserves	\$489,933	\$401,931	\$458,931	\$458,931
C-2.3	Total Deductions (a+b)	\$489,933	\$401,931	\$458,931	\$458,931
C-2.4	Estimated Non-Restricted Funds Available	\$27,298	\$115,300	\$20,881	\$20,881

DEPRECIATION RESERVE (CAPITAL OUTLAY - REPLACEMENT)

		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	
		Final Approval			
C-3					
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 to be spent from "Reserve for Capital Outlay"				
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 in Depreciation Reserve Account	\$0	\$0	\$0	\$0

OTHER RESTRICTED FUND BALANCES - RESERVE (LEGALLY ENFORCED)

		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	
		Final Approval			
C-4					
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 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	
		Final Approval			
C-5					
C-5.1	Beginning Balance in Reserve Account (end of previous year)	\$489,933	\$489,933	\$401,931	\$401,931
C-5.2	<i>Date of Reserve Approval in Minutes:</i>				
C-5.3	Amount to be added to the reserve		\$60,000	\$387,000	\$387,000
C-5.4	<i>Date of Reserve Approval in Minutes:</i>				
C-5.5	SUB-TOTAL	\$489,933	\$549,933	\$788,931	\$788,931
C-5.6	Amount to be spent from Emergency Reserve (Cash)		\$148,002	\$330,000	\$330,000
C-5.7	<i>Date of Reserve Approval in Minutes:</i>				
C-5.8	Balance to be retained in Assigned Fund Balance	\$489,933	\$401,931	\$458,931	\$458,931
C-5.9	TOTAL TO BE SPENT	\$0	\$148,002	\$330,000	\$330,000