

Proposed Budget

Sherman Hill Road and Improvement Service District	
Budget Hearing Information	
PO Box 1283	Location: County Commissioners Chambers; Albany County
Laramie, WY 82073-1283	Date: 6/5/2018
(307)760-0354	Time: 6:00 PM
Albany County	Budget Prepared by: Carolyn Smith

S-A	BUDGET MESSAGE	W.S. 16-4-104(d)
<p>The Sherman Hill Road District March 31, 2018 cash balance of \$111,798.08 reflects -\$80,000 for Summer 2018 Road Projects which is comprised of \$70,000 for paving and \$10,000 for an additional dust suppressant application on non-paved streets. The amount will be well-above our normal operating expenses and we don't keep a reserve. The project will be paid from our current cash balance which is in excess of \$100,000. The Board has studied the District's cash flow for the last several years and has deemed this adequate. Road assessments will remain the same for FY 2019 and are expected to generate about \$48,780.</p> <p>Expenses include: Administration of \$4,790 that includes expenses such as accounting services, office supplies, postage, treasurer's bond and liability insurance; the 16th Loan Installment due December 1, 2018; Road Maintenance on non-paved streets; and Road Supplies. The Snow Removal account is being maintained at \$1,500. Therefore, Total Expenditures are projected to be \$44,921.</p> <p>Submitted by: Carolyn Smith, SHRISD Treasurer</p>		

S-B	RESERVE DESCRIPTION

S-C																																									
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: center;">Names of Board Members</th> <th style="text-align: center;">Date of End of Term</th> </tr> </thead> <tbody> <tr> <td>Daryl Jensen, Chair</td> <td>11/10/19</td> </tr> <tr> <td>Teri Lund, Secretary</td> <td>11/10/21</td> </tr> <tr> <td>Carolyn Smith, Treasurer</td> <td>11/10/21</td> </tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> </tbody> </table>	Names of Board Members	Date of End of Term	Daryl Jensen, Chair	11/10/19	Teri Lund, Secretary	11/10/21	Carolyn Smith, Treasurer	11/10/21																			<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;">Does the district have regular office hours exceeding 20 hours per week?</td> <td style="text-align: center;">No</td> </tr> <tr><td colspan="2"> </td></tr> <tr><td colspan="2"> </td></tr> <tr><td colspan="2"> </td></tr> <tr><td colspan="2"> </td></tr> <tr> <td style="font-size: x-small;">If no above:</td> <td style="font-size: x-small;">Are the records on file with the County Clerk as required by W.S. 16-12-303(c)?</td> </tr> <tr> <td> </td> <td style="text-align: center;">Yes</td> </tr> </table>	Does the district have regular office hours exceeding 20 hours per week?	No									If no above:	Are the records on file with the County Clerk as required by W.S. 16-12-303(c)?		Yes
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Where are the minutes of your board meeting available for public review?
 Minutes are sent out monthly to an email list & are also available via email request to the Secretary.

How and where are the notices of meeting posted for the public?
 Email correspondence; SHRISD.ORG

Where are the public meetings held?
 Albany County Public Library, Laramie, WY

PROPOSED BUDGET SUMMARY

OVERVIEW		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
S-1	Total Budgeted Expenditures	\$24,993	\$19,465	\$110,517	\$110,517
S-2	Total Principal to Pay on Debt	\$12,756	\$13,589	\$14,404	\$14,404
S-3	Total Change to Restricted Funds	\$0	\$0	\$0	\$0
S-4	Total General Fund and Forecasted Revenues Available	\$144,505	\$143,426	\$159,223	\$159,223
S-5	<i>Amount requested from County Commissioners</i>	\$48,934	\$49,300	\$48,780	\$48,780
S-6	Additional Funding Needed :			\$0	\$0

REVENUE SUMMARY		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
S-7	Operating Revenues	\$0	\$0	\$0	\$0
S-8	Tax levy (From the County Treasurer)	\$48,934	\$49,300	\$48,780	\$48,780
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	\$1,580	\$135	\$70	\$70
S-13	Other Forecasted Revenue	\$0	\$0	\$0	\$0

S-14	Total Revenue	\$50,514	\$49,435	\$48,850	\$48,850
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FY 7/1/18-6/30/19 Sherman Hill Road and Improvement Service District

EXPENDITURE SUMMARY		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
S-15	Capital Outlay	\$0	\$0	\$80,000	\$80,000
S-16	Interest and Fees On Debt	\$6,424	\$5,592	\$4,777	\$4,777
S-17	Administration	\$3,453	\$2,623	\$4,190	\$4,190
S-18	Operations	\$14,516	\$10,650	\$20,950	\$20,950
S-19	Indirect Costs	\$600	\$600	\$600	\$600

S-20	Total Expenditures	\$24,993	\$19,465	\$110,517	\$110,517
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DEBT SUMMARY		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
S-21	Principal Paid on Debt	\$12,756	\$13,589	\$14,404	\$14,404

CASH AND INVESTMENTS		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
S-22	TOTAL GENERAL FUNDS	\$93,991	\$93,991	\$110,373	\$110,373

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)	\$0	\$0	\$0	\$0
	Total Reserves (a+b+c)	\$0	\$0	\$0	\$0
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	\$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

Date adopted by Special District _____

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

DISTRICT ADDRESS: PO Box 1283
Laramie, WY 82073-1283

PREPARED BY: Carolyn Smith

DISTRICT PHONE: (307)760-0354

Proposed Budget

Sherman Hill Road and Improvement 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)	\$48,934	\$49,300	\$48,780	\$48,780
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				
R-3.2	Sales of Goods or Services				
R-3.3	Other Assessments				
R-3.4	Total Operating Revenues	\$0	\$0	\$0	\$0
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	\$80	\$135	\$70	\$70
R-5.2	Other: Specify <u>From Dist. Members</u>	\$1,500			
R-5.3	Other: Additional				
R-5.4	Total Miscellaneous	\$1,580	\$135	\$70	\$70
R-5.5	Total Forecasted Revenue	\$1,580	\$135	\$70	\$70
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

Sherman Hill Road and Improvement 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	<u>Paving Project</u>			\$70,000	\$70,000
E-1.6	<u>Additional Mag Chloride</u>			\$10,000	\$10,000
E-1.7					
E-1.8	TOTAL CAPITAL OUTLAY	\$0	\$0	\$80,000	\$80,000

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	_____				
E-3.5	_____				
E-3.6					
E-4	Contractual Services				
E-4.1	Legal				
E-4.2	Accounting/Auditing	\$2,490	\$945	\$2,200	\$2,200
E-4.3	Other (Specify)				
E-4.4	_____				
E-4.5	_____				
E-4.6					
E-5	Other Administrative Expenses				
E-5.1	Office Supplies	\$963	\$1,678	\$1,990	\$1,990
E-5.2	Office equipment, rent & repair				
E-5.3	Education				
E-5.4	Registrations				
E-5.5	Other (Specify)				
E-5.6	_____				
E-5.7	_____				
E-5.8					
E-6	TOTAL ADMINISTRATION	\$3,453	\$2,623	\$4,190	\$4,190

Proposed Budget

Sherman Hill Road and Improvement 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	Road Supplies		\$149	\$500	\$500	\$500
E-9.2	_____					
E-9.3	_____					
E-9.4	_____					
E-9.5	_____					
E-10	Program Services (List)					
E-10.1	Road Maintenance		\$12,657	\$8,700	\$18,000	\$18,000
E-10.2	_____					
E-10.3	_____					
E-10.4	_____					
E-10.5	_____					
E-11	Contractual Arrangements (List)					
E-11.1	Snow Removal		\$760	\$500	\$1,500	\$1,500
E-11.2	Mowing		\$950	\$950	\$950	\$950
E-11.3	_____					
E-11.4	_____					
E-11.5	_____					
E-12	Other operations (Specify)					
E-12.1	_____					
E-12.2	_____					
E-12.3	_____					
E-12.4	_____					
E-12.5	_____					
E-13	TOTAL OPERATIONS		\$14,516	\$10,650	\$20,950	\$20,950

Proposed Budget

Sherman Hill Road and Improvement Service District
NAME OF DISTRICT/BOARD

FYE 6/30/2019

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	\$93,991	\$93,991	\$110,373	\$110,373
C-1.2 Savings and Investments Account Balance		\$0		
C-1.3 General Fund CD Balance		\$0		
C-1.4 All Other Funds		\$0		
C-1.5 Reserves (From Below)	\$0	\$0	\$0	\$0
C-1.6 Total Estimated Cash and Investments on Hand	\$93,991	\$93,991	\$110,373	\$110,373
C-2 General Fund Reductions:				
C-2.1 a. Unpaid bills at FYE				
C-2.2 b. Reserves	\$0	\$0	\$0	\$0
C-2.3 Total Deductions (a+b)	\$0	\$0	\$0	\$0
C-2.4 Estimated Non-Restricted Funds Available	\$93,991	\$93,991	\$110,373	\$110,373

DEPRECIATION RESERVE (CAPITAL OUTLAY - REPLACEMENT)

	2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending 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	Pending 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	Pending Approval
C-5				
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 Amount to be spent from Emergency Reserve (Cash)				
C-5.7 <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