

Proposed Budget

Melody Ranch Improvement & Services District	
Budget Hearing Information	
PO 4337	Location: Grand Teton Property Management
Jackson, WY 83001-4337	Date: 6/10/2019
307-733-0205	Time: 5:00pm
Teton County	Budget Prepared by: Grand Teton Property Management

S-A BUDGET MESSAGE W.S. 16-4-104(d)

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 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 \$500K+ 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 and additional \$75K+ in the upcoming fiscal year to continue its efforts of intent to order improvements to the District properties for its members.

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

S-C

Names of Board Members	Date of End of Term											
Bob Hammond	11/1/20	<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="width: 20%; text-align: center;">No</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> </table>	Does the district have regular office hours exceeding 20 hours per week?	No								
Does the district have regular office hours exceeding 20 hours per week?	No											
Rich Bloom	11/1/21											
C. Lee Harris	11/1/20											
James Miller	11/1/21											
Kent Van Riper	11/1/21											
		<p>If no above: Are the records on file with the County Clerk as required by W.S. 16-12-303(c)?</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;"></td> <td style="width: 20%; text-align: center;">Yes</td> </tr> </table>		Yes								
	Yes											

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

PROPOSED BUDGET SUMMARY

OVERVIEW	2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
S-1 Total Budgeted Expenditures	\$299,679	\$203,217	\$508,751	/
S-2 Total Principal to Pay on Debt	\$0	\$0	\$41,496	/
S-3 Total Change to Restricted Funds	\$0	\$0	\$0	/
S-4 Total General Fund and Forecasted Revenues Available	\$793,713	\$747,566	\$1,148,176	/
S-5 <i>Amount requested from County Commissioners</i>	\$126,681	\$116,352	\$163,830	/
S-6 Additional Funding Needed :			\$0	/

REVENUE SUMMARY	2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
S-7 Operating Revenues	\$103,065	\$103,708	\$103,734	/
S-8 Tax levy (From the County Treasurer)	\$126,681	\$116,352	\$163,830	/
S-9 Government Support	\$56,390	\$18,610	\$0	/
S-10 Grants	\$0	\$0	\$0	/
S-11 Other County Support (Not from Co. Treas.)	\$0	\$0	\$0	/
S-12 Miscellaneous	\$1,944	\$3,264	\$3,000	/
S-13 Other Forecasted Revenue	\$0	\$0	\$330,000	/

S-14 Total Revenue	\$288,080	\$241,934	\$600,564	/
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FY 7/1/19-6/30/20 Melody Ranch Improvement & Services District

EXPENDITURE SUMMARY	2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
S-15 Capital Outlay	\$0	\$0	\$0	/
S-16 Interest and Fees On Debt	\$0	\$4,147	\$11,701	/
S-17 Administration	\$25,359	\$33,789	\$28,900	/
S-18 Operations	\$273,821	\$162,968	\$465,650	/
S-19 Indirect Costs	\$500	\$2,313	\$2,500	/
S-20R Expenditures paid by Reserves	\$0	\$0	\$0	/
S-20 Total Expenditures	\$299,679	\$203,217	\$508,751	/

DEBT SUMMARY	2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
S-21 Principal Paid on Debt	\$0	\$0	\$41,496	/

CASH AND INVESTMENTS	2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
S-22 TOTAL GENERAL FUNDS	\$505,633	\$505,633	\$547,612	/
Summary of Reserve Funds				
S-23 Beginning Balance in Reserve Accounts				
S-24 a. Sinking and Debt Service Funds	\$0	\$0	\$0	/
S-25 b. Reserves	\$0	\$0	\$0	/
S-26 c. Bond Funds	\$0	\$0	\$0	/
Total Reserves (a+b+c)	\$0	\$0	\$0	/
S-27 Amount to be added				
S-28 a. Sinking and Debt Service Funds	\$0	\$0	\$0	/
S-29 b. Reserves	\$0	\$0	\$0	/
S-30 c. Bond Funds	\$0	\$0	\$0	/
Total to be added (a+b+c)	\$0	\$0	\$0	/
S-31 Subtotal	\$0	\$0	\$0	/
S-32 Less Total to be spent	\$0	\$0	\$0	/
S-33 TOTAL RESERVES AT END OF FISCAL YEAR	\$0	\$0	\$0	/

End of Summary

C. Lee Harris
Budget Officer / District Official (if not same as "Submitted by")

Date adopted by Special District _____

DISTRICT ADDRESS: PO 4337
Jackson, WY 83001-4337

PREPARED BY: Grand Teton Property Management

DISTRICT PHONE: 307-733-0205

Proposed Budget

Melody Ranch Improvement & Services District

FYE 6/30/2020

NAME OF DISTRICT/BOARD

PROPERTY TAXES AND ASSESSMENTS

		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
R-1	Property Taxes and Assessments Received				
R-1.1	Tax Levy (From the County Treasurer)	\$126,681	\$116,352	\$163,830	
R-1.2	Other County Support				

FORECASTED REVENUE

		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
R-2	Revenues from Other Governments				
R-2.1	State Aid	\$56,390	\$18,610		
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	\$56,390	\$18,610	\$0	
R-3	Operating Revenues				
R-3.1	Customer Charges	\$102,482	\$103,708	\$103,734	
R-3.2	Sales of Goods or Services	\$583			
R-3.3	Other Assessments				
R-3.4	Total Operating Revenues	\$103,065	\$103,708	\$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				
R-4.4	Total Grants	\$0	\$0	\$0	
R-5	Miscellaneous Revenue				
R-5.1	Interest	\$390	\$426	\$3,000	
R-5.2	Other: Specify <u>Late Fees</u>	\$82	\$281		
R-5.3	Other: See Additional	\$1,473	\$2,557		
R-5.4	Total Miscellaneous	\$1,944	\$3,264	\$3,000	
R-5.5	Total Forecasted Revenue	\$161,399	\$125,582	\$106,734	
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	<u>DWSRF Loan #216</u>			\$330,000	
R-6.4	_____				
R-6.5	_____				
R-6.6	Total Other Forecasted Revenue (a+b)	\$0	\$0	\$330,000	

Proposed Budget

Melody Ranch Improvement & Services District

FYE 6/30/2020

NAME OF DISTRICT/BOARD

CAPITAL OUTLAY BUDGET

		2017-2018 Actual	2018-2019 Estimated	2019-2020 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	_____				
E-1.6	_____				
E-1.7					
E-1.8	TOTAL CAPITAL OUTLAY	\$0	\$0	\$0	

ADMINISTRATION BUDGET

		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
E-2	Personnel Services				
E-2.1	Administrator	\$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	\$430	\$527	\$600	
E-3.2	Mileage				
E-3.3	Other (Specify)				
E-3.4	Meetings		\$28		
E-3.5	_____				
E-3.6					
E-4	Contractual Services				
E-4.1	Legal	\$100	\$6,810	\$2,500	
E-4.2	Accounting/Auditing		\$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		\$118	\$250	
E-5.2	Office equipment, rent & repair				
E-5.3	Education				
E-5.4	Registrations				
E-5.5	Other (Specify)				
E-5.6	Bank Service Charges	\$648	\$278	\$600	
E-5.7	Property/Federal Tax	\$450	\$496	\$450	
E-5.8	see additional details	\$2,130	\$3,182	\$2,150	
E-6	TOTAL ADMINISTRATION	\$25,359	\$33,789	\$28,900	

Proposed Budget

Melody Ranch Improvement & Services District

FYE 6/30/2020

OPERATIONS BUDGET					
		2017-2018 Actual	2018-2019 Estimated	2019-2020 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	Engineering	\$55,399	\$30,676	\$77,500	
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	\$11,869	\$649	\$2,500	
E-9.2	Sewer Maintenance			\$2,000	
E-9.3	Building Maintenance			\$5,000	
E-9.4	Water Meters	\$2,332			
E-9.5					
E-10	Program Services (List)				
E-10.1	Street Maintenance	\$16,267	\$8,458	\$13,000	
E-10.2	Snow Removal	\$19,200	\$36,083	\$18,500	
E-10.3					
E-10.4					
E-10.5					
E-11	Contractual Arrangements (List)				
E-11.1	Valve Rplcmt - Phase 1	\$153,702	\$1,511		
E-11.2	Valve Rplcmt - Phase 2		\$72,986	\$330,000	
E-11.3					
E-11.4					
E-11.5					
E-12	Other operations (Specify)				
E-12.1	Utilities	\$13,939	\$11,580	\$15,850	
E-12.2	Alarm System	\$1,113	\$1,026	\$1,300	
E-12.3					
E-12.4					
E-12.5					
E-13	TOTAL OPERATIONS	\$273,821	\$162,968	\$465,650	

Proposed Budget

INDIRECT COSTS BUDGET

			2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
E-14	Insurance					
E-14.1	Liability		\$500	\$2,313	\$2,500	
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-17	TOTAL INDIRECT COSTS		\$500	\$2,313	\$2,500	

DEBT SERVICE BUDGET

			2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
D-1	Debt Service					
D-1.1	Principal				\$41,496	
D-1.2	Interest				\$11,701	
D-1.3	Fees			\$4,147		
D-2	TOTAL DEBT SERVICE		\$0	\$4,147	\$53,197	

Proposed Budget

Melody Ranch Improvement & Services District
NAME OF DISTRICT/BOARD

FYE 6/30/2020

GENERAL FUNDS

		End of Year	Beginning	Beginning	
		2017-2018	2018-2019	2019-2020	Pending
		Actual	Estimated	Proposed	Approval
C-1	Balances at Beginning of Fiscal Year				
C-1.1	General Fund Checking Account Balance	\$35,830	\$35,830	\$547,612	
C-1.2	Savings and Investments Account Balance	\$469,803	\$469,803		
C-1.3	General Fund CD Balance		\$0		
C-1.4	All Other Funds		\$0		
C-1.5	Reserves (From Below)	\$0	\$0	\$0	
C-1.6	Total Estimated Cash and Investments on Hand	\$505,633	\$505,633	\$547,612	
C-2	General Fund Reductions:				
C-2.1	a. Unpaid bills at FYE				
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	\$505,633	\$505,633	\$547,612	

SINKING & DEBT SERVICE FUNDS

		2017-2018	2018-2019	2019-2020	Pending
		Actual	Estimated	Proposed	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	
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	
C-3.12	Balance to be retained	\$0	\$0	\$0	

RESERVES

		2017-2018	2018-2019	2019-2020	Pending
		Actual	Estimated	Proposed	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	
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	
C-4.12	Balance to be retained	\$0	\$0	\$0	

BOND FUNDS

		2017-2018	2018-2019	2019-2020	Pending
		Actual	Estimated	Proposed	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	
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	
C-5.9	TOTAL TO BE SPENT	\$0	\$0	\$0	

