

## Proposed Budget

Melody Ranch Improvement & Service District	
Budget Hearing Information	
P.O. Box 4337	<b>Location:</b> Office of GTPM
Jackson, WY 83001-4337	<b>Date:</b> 6/29/2023
307-733-0205	<b>Time:</b> 5:30pm
Teton County	<b>Budget Prepared by:</b> 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 \$470K+ 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 \$80K+ 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**

There is no specific determination of Reserve Funds.

**S-C**

Names of Board Members	Date of End of Term									
Robert Hammond	11/30/24	<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;"><b>No</b></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?	<b>No</b>						
Does the district have regular office hours exceeding 20 hours per week?	<b>No</b>									
Jim Hammerel	11/30/24									
Kent Van Riper	11/30/26									
Robert Wikoff	11/30/26									

W.S. 16-12-303(c) requires special districts with office hours less than 20 per week to maintain copies of records at the county clerks office. Record format specified by county clerk.

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		2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Pending Approval
S-1	<b>Total Budgeted Expenditures</b>	\$404,304	\$413,254	\$280,076	\$280,076
S-2	<b>Total Principal to Pay on Debt</b>	\$0	\$0	\$47,100	\$47,100
S-3	<b>Total Change to Restricted Funds</b>	\$0	\$0	\$0	\$0
S-4	<b>Total General Fund and Forecasted Revenues Available</b>	\$920,655	\$938,547	\$836,208	\$836,208
S-5	<i>Amount requested from County Commissioners</i>	\$165,467	\$163,830	\$163,830	\$163,830
S-6	<b>Additional Funding Needed :</b>			\$0	\$0
	<b>Projected Surplus:</b>			\$509,032	\$509,032

REVENUE SUMMARY		2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Pending Approval
S-7	<b>Operating Revenues</b>	\$121,081	\$185,143	\$185,143	\$185,143
S-8	<b>Tax levy (From the County Treasurer)</b>	\$165,467	\$163,830	\$163,830	\$163,830
S-9	<b>Government Support</b>	\$48,240	\$0	\$0	\$0
S-10	<b>Grants</b>	\$0	\$0	\$0	\$0
S-11	<b>Other County Support (Not from Co. Treas.)</b>	\$0	\$0	\$0	\$0
S-12	<b>Miscellaneous</b>	\$336	\$4,043	\$4,000	\$4,000
S-13	<b>Other Forecasted Revenue</b>	\$0	\$0	\$0	\$0

S-14	<b>Total Revenue</b>	\$335,124	\$353,016	\$352,973	\$352,973
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FY 7/1/23-6/30/24 Melody Ranch Improvement & Service District

EXPENDITURE SUMMARY		2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Pending Approval
S-15	<b>Capital Outlay</b>	\$0	\$0	\$0	\$0
S-16	<b>Interest and Fees On Debt</b>	\$0	\$0	\$15,700	\$15,700
S-17	<b>Administration</b>	\$36,395	\$50,591	\$45,058	\$45,058
S-18	<b>Operations</b>	\$365,197	\$362,063	\$216,818	\$216,818
S-19	<b>Indirect Costs</b>	\$2,711	\$600	\$2,500	\$2,500
S-20R	<b>Expenditures paid by Reserves</b>	\$0	\$0	\$0	\$0
S-20	<b>Total Expenditures</b>	\$404,304	\$413,254	\$280,076	\$280,076

DEBT SUMMARY		2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Pending Approval
S-21	<b>Principal Paid on Debt</b>	\$0	\$0	\$47,100	\$47,100

CASH AND INVESTMENTS		2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Pending Approval
S-22	<b>TOTAL GENERAL FUNDS</b>	\$585,531	\$585,531	\$483,235	\$483,235
<b>Summary of Reserve Funds</b>					
S-23	<b>Beginning Balance in Reserve Accounts</b>				
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
	<b>Total Reserves (a+b+c)</b>	\$0	\$0	\$0	\$0
S-27	<b>Amount to be added</b>				
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
	<b>Total to be added (a+b+c)</b>	\$0	\$0	\$0	\$0
S-31	<b>Subtotal</b>	\$0	\$0	\$0	\$0
S-32	<b>Less Total to be spent</b>	\$0	\$0	\$0	\$0
S-33	<b>TOTAL RESERVES AT END OF FISCAL YEAR</b>	\$0	\$0	\$0	\$0

*End of Summary*

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

Date adopted by Special District \_\_\_\_\_

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

**PREPARED BY:** GTPM

**DISTRICT PHONE:** 307-733-0205

# Proposed Budget

Melody Ranch Improvement & Service District  
**NAME OF DISTRICT/BOARD**

FYE 6/30/2024

## PROPERTY TAXES AND ASSESSMENTS

	DOA Chart of Accounts	2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Pending Approval
<b>R-1 Property Taxes and Assessments Received</b>					
R-1.1 <b>Tax Levy (From the County Treasurer)</b>	4001	\$165,467	\$163,830	\$163,830	\$163,830
R-1.2 Other County Support (see note on the right)	4005				

## FORECASTED REVENUE

	DOA Chart of Accounts	2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Pending Approval
<b>R-2 Revenues from Other Governments</b>					
R-2.1 State Aid	4211	\$48,240			
R-2.2 Additional County Aid (non-treasurer)	4237				
R-2.3 City (or Town) Aid	4237				
R-2.4 Other (Specify)	4237				
R-2.5 <b>Total Government Support</b>		\$48,240	\$0	\$0	\$0
<b>R-3 Operating Revenues</b>					
R-3.1 Customer Charges	4300	\$120,181	\$163,123	\$163,123	\$163,123
R-3.2 Sales of Goods or Services	4300				
R-3.3 Other Assessments	4503	\$900	\$22,020	\$22,020	\$22,020
R-3.4 <b>Total Operating Revenues</b>		\$121,081	\$185,143	\$185,143	\$185,143
<b>R-4 Grants</b>					
R-4.1 Direct Federal Grants	4201				
R-4.2 Federal Grants thru State Agencies	4201				
R-4.3 Grants from State Agencies	4211				
R-4.4 <b>Total Grants</b>		\$0	\$0	\$0	\$0
<b>R-5 Miscellaneous Revenue</b>					
R-5.1 Interest	4501	\$111	\$4,043	\$4,000	\$4,000
R-5.2 Other: Specify <u>Late Fees</u>	4500	\$225			
R-5.3 Other: Additional _____					
R-5.4 <b>Total Miscellaneous</b>		\$336	\$4,043	\$4,000	\$4,000
R-5.5 <b>Total Forecasted Revenue</b>		\$169,657	\$189,186	\$189,143	\$189,143
<b>R-6 Other Forecasted Revenue</b>					
R-6.1 a. Other past due as estimated by Co. Treas.	4004				
R-6.2 b. Other forecasted revenue (specify):					
R-6.3 _____	4500				
R-6.4 _____	4500				
R-6.5 _____					
R-6.6 <b>Total Other Forecasted Revenue (a+b)</b>		\$0	\$0	\$0	\$0

# Proposed Budget

Melody Ranch Improvement & Service District  
 NAME OF DISTRICT/BOARD

FYE 6/30/2024

## CAPITAL OUTLAY BUDGET

	DOA Chart of Accounts	2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Pending Approval
<b>E-1</b>	<b>Capital Outlay</b>				
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	<b>TOTAL CAPITAL OUTLAY</b>	\$0	\$0	\$0	\$0

## ADMINISTRATION BUDGET

	DOA Chart of Accounts	2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Pending Approval
<b>E-2</b>	<b>Personnel Services</b>				
E-2.1	Administrator	7002	\$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	_____				
<b>E-3</b>	<b>Board Expenses</b>				
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	_____				
<b>E-4</b>	<b>Contractual Services</b>				
E-4.1	Legal	7021	\$3,215	\$9,173	\$3,000
E-4.2	Accounting/Auditing	7022	\$11	\$6,660	\$6,500
E-4.3	Other (Specify)				
E-4.4	_____	7023			
E-4.5	_____	7023			
E-4.6	_____				
<b>E-5</b>	<b>Other Administrative Expenses</b>				
E-5.1	Office Supplies	7031	\$1,128	\$2,549	\$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	\$209	\$598	\$800
E-5.7	Bank Service Charges	7035	\$378	\$319	\$750
E-5.8	see additional details		\$1,455	\$1,292	\$1,750
E-6	<b>TOTAL ADMINISTRATION</b>		\$36,395	\$50,591	\$45,058

# Proposed Budget

Melody Ranch Improvement & Service District

FYE 6/30/2024

## OPERATIONS BUDGET

	DOA Chart of Accounts	2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Pending Approval
<b>E-7</b>	<b>Personnel Services</b>				
E-7.1	Wages--Operations	7202			
E-7.2	Service Contracts	7203			
E-7.3	Other (Specify)				
E-7.4	Engineering	7204	\$79,884	\$62,817	\$72,000
E-7.5	Ground Water Evaluations	7204	\$9,641		
E-7.6					
<b>E-8</b>	<b>Travel</b>				
E-8.1	Mileage	7211			
E-8.2	Other (Specify)				
E-8.3		7212			
E-8.4		7212			
E-8.5					
<b>E-9</b>	<b>Operating supplies (List)</b>				
E-9.1	System Maintenance	7220	\$2,304	\$1,282	\$2,500
E-9.2	Supplies & Equipment	7220	\$2,883	\$2,359	
E-9.3	Equipment & Repairs	7220	\$4,020	\$13,717	
E-9.4	Sewer Maintenance	7220		\$2,500	\$2,500
E-9.5	see additional details		\$191,803	\$37,220	
<b>E-10</b>	<b>Program Services (List)</b>				
E-10.1	Street Maintenance & Plowing	7230	\$52,561	\$44,959	\$65,268
E-10.2	Irrigation Maintenance	7230	\$859		
E-10.3	Building Maintenance	7230	\$725	\$5,869	\$20,000
E-10.4	Special Projects (Non-Operating)	7230		\$40,000	\$40,000
E-10.5	see additional details		\$4,915	\$180,161	
<b>E-11</b>	<b>Contractual Arrangements (List)</b>				
E-11.1		7400			
E-11.2		7400			
E-11.3		7400			
E-11.4		7400			
E-11.5					
<b>E-12</b>	<b>Other operations (Specify)</b>				
E-12.1	Utilities	7450	\$14,169	\$12,543	\$13,250
E-12.2	Alarm System	7450	\$1,435	\$1,136	\$1,300
E-12.3		7450			
E-12.4		7450			
E-12.5					
<b>E-13</b>	<b>TOTAL OPERATIONS</b>		\$365,197	\$362,063	\$216,818

# Proposed Budget

## INDIRECT COSTS BUDGET

	DOA Chart of Accounts	2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Pending Approval
<b>E-14</b>	<b>Insurance</b>				
E-14.1	Liability	\$2,711	\$600	\$2,500	\$2,500
E-14.2	Buildings and vehicles				
E-14.3	Equipment				
E-14.4	Other (Specify)				
E-14.5	Building Maintenance				
E-14.6	Special Projects (Non-Operating)				
E-14.7					
<b>E-15</b>	<b>Indirect payroll costs:</b>				
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					
<b>E-17</b>	<b>TOTAL INDIRECT COSTS</b>	<b>\$2,711</b>	<b>\$600</b>	<b>\$2,500</b>	<b>\$2,500</b>

## DEBT SERVICE BUDGET

	DOA Chart of Accounts	2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Pending Approval
<b>D-1</b>	<b>Debt Service</b>				
D-1.1	Principal			\$47,100	\$47,100
D-1.2	Interest			\$15,700	\$15,700
D-1.3	Fees				
<b>D-2</b>	<b>TOTAL DEBT SERVICE</b>	<b>\$0</b>	<b>\$0</b>	<b>\$62,800</b>	<b>\$62,800</b>

# Proposed Budget

Melody Ranch Improvement & Service District  
**NAME OF DISTRICT/BOARD**

FYE 6/30/2024

## GENERAL FUNDS

		End of Year	Beginning	Beginning		
		2021-2022	2022-2023	2023-2024	Pending	
		Actual	Estimated	Proposed	Approval	
C-1	Balances at Beginning of Fiscal Year	DOA Chart of Accounts				
C-1.1	General Fund Checking	1010	\$129,483	\$129,483	\$6,657	\$6,657
C-1.2	Savings and Investments	1040	\$456,048	\$456,048	\$476,578	\$476,578
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	<b>Total Estimated Cash and Investments on Hand</b>		\$585,531	\$585,531	\$483,235	\$483,235

C-2	General Fund Reductions:	2010			
C-2.1	a. Unpaid bills at FYE				
C-2.2	b. Reserves		\$0	\$0	\$0
C-2.3	<b>Total Deductions (a+b)</b>		\$0	\$0	\$0
C-2.4	<b>Estimated Non-Restricted Funds Available</b>		\$585,531	\$585,531	\$483,235

C-3	SINKING & DEBT SERVICE FUNDS	DOA Chart of Accounts
		1070

C-3		2021-2022	2022-2023	2023-2024	Pending
		Actual	Estimated	Proposed	Approval
C-3.1	Beginning Balance in Reserve Account (end of previous year)		\$0	\$0	
C-3.2	Date of Reserve Approval in Minutes: _____				
C-3.3	Amount to be added to the reserve				
C-3.4	Date of Reserve Approval in Minutes: _____				
C-3.5	<b>SUB-TOTAL</b>	\$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	Date of Reserve Approval in Minutes: _____				
C-3.11	<b>TOTAL CAPITAL OUTLAY (a+b+c)</b>	\$0	\$0	\$0	\$0
C-3.12	Balance to be retained	\$0	\$0	\$0	\$0

C-4	RESERVES	1090
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C-4		2021-2022	2022-2023	2023-2024	Pending
		Actual	Estimated	Proposed	Approval
C-4.1	Beginning Balance in Reserve Account (end of previous year)		\$0	\$0	
C-4.2	Date of Reserve Approval in Minutes: _____				
C-4.3	Amount to be added to the reserve				
C-4.4	Date of Reserve Approval in Minutes: _____				
C-4.5	<b>SUB-TOTAL</b>	\$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	Date of Reserve Approval in Minutes: _____				
C-4.11	<b>TOTAL OTHER RESERVE OUTLAY (a+b+c)</b>	\$0	\$0	\$0	\$0
C-4.12	Balance to be retained	\$0	\$0	\$0	\$0

C-5	BOND FUNDS	1060
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C-5		2021-2022	2022-2023	2023-2024	Pending
		Actual	Estimated	Proposed	Approval
C-5.1	Beginning Balance in Reserve Account (end of previous year)		\$0	\$0	
C-5.2	Date of Reserve Approval in Minutes: _____				
C-5.3	Amount to be added to the reserve				
C-5.4	Date of Reserve Approval in Minutes: _____				
C-5.5	<b>SUB-TOTAL</b>	\$0	\$0	\$0	\$0
C-5.6	Identify the amount and project to be spent				
C-5.7	Date of Reserve Approval in Minutes: _____				
C-5.8	Balance to be retained	\$0	\$0	\$0	\$0
C-5.9	<b>TOTAL TO BE SPENT</b>	\$0	\$0	\$0	\$0