

Final 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 an 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 | Does the district have regular office hours exceeding 20 hours per week? <input type="checkbox"/> No |
| Rich Bloom | 11/1/21 | |
| C. Lee Harris | 11/1/20 | |
| James Miller | 11/1/21 | |
| Kent Van Riper | 11/1/21 | |
| | | |
| | | |
| | | |
| | | |
| | | |

If no above: Are the records on file with the County Clerk as required by W.S. 16-12-303(c)? Yes

Where are the minutes of your board meeting available for public review?
 On the sebsite - 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 | | 2017-2018 Actual | 2018-2019 Estimated | 2019-2020 Proposed | Final Approval |
|----------|---|---------------------|------------------------|-----------------------|----------------|
| S-1 | Total Budgeted Expenditures | \$299,679 | \$203,217 | \$508,751 | \$508,751 |
| S-2 | Total Principal to Pay on Debt | \$0 | \$0 | \$41,496 | \$41,496 |
| S-3 | Total Change to Restricted Funds | \$0 | \$0 | \$0 | \$0 |
| S-4 | Total General Fund and Forecasted Revenues Available | \$793,713 | \$747,566 | \$1,148,176 | \$1,148,176 |
| S-5 | <i>Amount requested from County Commissioners</i> | \$126,681 | \$116,352 | \$163,830 | \$163,830 |
| S-6 | Additional Funding Needed : | | | \$0 | \$0 |

| REVENUE SUMMARY | | 2017-2018 Actual | 2018-2019 Estimated | 2019-2020 Proposed | Final Approval |
|-----------------|---|---------------------|------------------------|-----------------------|----------------|
| S-7 | Operating Revenues | \$103,065 | \$103,708 | \$103,734 | \$103,734 |
| S-8 | Tax levy (From the County Treasurer) | \$126,681 | \$116,352 | \$163,830 | \$163,830 |
| S-9 | Government Support | \$56,390 | \$18,610 | \$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 | \$1,944 | \$3,264 | \$3,000 | \$3,000 |
| S-13 | Other Forecasted Revenue | \$0 | \$0 | \$330,000 | \$330,000 |

| | | | | | |
|------|----------------------|-----------|-----------|-----------|-----------|
| S-14 | Total Revenue | \$288,080 | \$241,934 | \$600,564 | \$600,564 |
|------|----------------------|-----------|-----------|-----------|-----------|

FY 7/1/19-6/30/20 Melody Ranch Improvement & Services District

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

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

| CASH AND INVESTMENTS | | 2017-2018 Actual | 2018-2019 Estimated | 2019-2020 Proposed | Final Approval |
|---------------------------------|--|---------------------|------------------------|-----------------------|----------------|
| S-22 | TOTAL GENERAL FUNDS | \$505,633 | \$505,633 | \$547,612 | \$547,612 |
| Summary of Reserve Funds | | | | | |
| S-23 | Beginning Balance in Reserve Accounts | | | | |
| 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 |
| | Total Reserves (a+b+c) | \$0 | \$0 | \$0 | \$0 |
| S-27 | Amount to be added | | | | |
| 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 |
| | 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

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

Date adopted by Special District 6/10/2019

DISTRICT ADDRESS: PO 4337
Jackson, WY 83001-4337

PREPARED BY: Grand Teton Property Management

DISTRICT PHONE: 307-733-0205

Final 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 | 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

| | | 2017-2018 Actual | 2018-2019 Estimated | 2019-2020 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 | \$430 | \$527 | \$600 | \$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 | \$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 | | \$118 | \$250 | \$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 | \$600 |
| E-5.7 | Property/Federal Tax | \$450 | \$496 | \$450 | \$450 |
| E-5.8 | see additional details | \$2,130 | \$3,182 | \$2,150 | \$2,150 |
| E-6 | TOTAL ADMINISTRATION | \$25,359 | \$33,789 | \$28,900 | \$28,900 |

Final Budget

Melody Ranch Improvement & Services District

FYE 6/30/2020

INDIRECT COSTS BUDGET

| | | | 2017-2018 Actual | 2018-2019 Estimated | 2019-2020 Proposed | Final Approval |
|-------------|--------------------------------|--|---------------------|------------------------|-----------------------|----------------|
| E-14 | Insurance | | | | | |
| E-14.1 | Liability | | \$500 | \$2,313 | \$2,500 | \$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 | \$2,500 |

DEBT SERVICE BUDGET

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

Final Budget

Melody Ranch Improvement & Services District
NAME OF DISTRICT/BOARD

FYE 6/30/2020

GENERAL FUNDS

| | | End of Year | Beginning | Beginning | |
|------------|---|---------------------|------------------------|-----------------------|------------------|
| | | 2017-2018 Actual | 2018-2019 Estimated | 2019-2020 Proposed | Final Approval |
| C-1 | Balances at Beginning of Fiscal Year | | | | |
| C-1.1 | General Fund Checking Account Balance | \$35,830 | \$35,830 | \$547,612 | \$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 | \$0 |
| C-1.6 | Total Estimated Cash and Investments on Hand | \$505,633 | \$505,633 | \$547,612 | \$547,612 |
| 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 | \$505,633 | \$505,633 | \$547,612 | \$547,612 |

SINKING & DEBT SERVICE FUNDS

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

RESERVES

| | | 2017-2018 Actual | 2018-2019 Estimated | 2019-2020 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 | | | | |
| 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 | \$0 | \$0 | \$0 | \$0 |

BOND FUNDS

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

