

LINCOLN COUNTY

STATE OF MONTANA

BRENT TESKE, COMMISSIONER
DISTRICT NO. 1, LIBBY

JIM HAMMONS, COMMISSIONER
DISTRICT NO. 2, TROY

JOSH LETCHER, COMMISSIONER
DISTRICT NO. 3, EUREKA

CORRINA L. BROWN
CLERK OF THE BOARD AND COUNTY RECORDER

September 12, 2024

Dear EmKayan Water and Sewer District,

I am pleased to inform you that the Lincoln County Board of Commissioners has officially approved the fiscal year 2024-2025 budget for EmKayan Water and Sewer District. The finalized budget numbers have been submitted to the Lincoln County Treasurer as required.

I sincerely appreciate your hard work and dedication throughout the budget process. Your efforts and attention to detail have been instrumental in ensuring the successful completion of this important task.

Thank you once again for your time and commitment. I look forward to continuing to work together in the upcoming fiscal year.

Sincerely,

Jennifer Brown
Lincoln County Administrative Assistant

Name of local government: EmKayan Water & Sewer
Budget for Fiscal Year: 2024
Fund Name: EmKayan Water & Sewer
Fund #: 7277

CASH AVAILABLE, REVENUES, & OTHER FINANCING SOURCES

	AMOUNT
<u>1</u> Cash Balance in County fund as of June 30th	8125.31
<u>2</u> Cash Balance all accounts held outside the County as of June 30th	0.00
<u>3</u> Monies not yet deposited for all accounts	0.00
<u>4</u> Outstanding warrants (checks) as of June 30th	6155.00
<u>5</u> Cash Available as of July 1st (5 = (1 + 2 + 3) - 4)	1970.31 -

Revenues	AMOUNT
<u>6</u> Tax Revenue	12 838.50
<u>7</u> NON-TAX REVENUES & OTHER FINANCING SOURCES	000
<u>Special Assessments</u>	000
<u>License & Permits</u>	0.00
<u>Intergovernmental</u>	
Federal grants (specify below)	
_____	0.00
_____	000
_____	0.00
_____	0.00
State grants (specify below)	
_____	0.00
_____	0.00
_____	0.00
_____	0.00
State shared revenues (specify below)	
State entitlement	0.00
_____	0.00
_____	0.00
<u>Charges for Services</u>	
_____	000
_____	0.00
_____	0.00
_____	0.00
<u>Miscellaneous</u>	0.00
Contribution & donations	0.00
Sale of junk or salvage (non capital items)	0.00
Other (specify)	0.00
<u>Investment earnings</u>	0.00
<u>Other Financing Sources</u>	
Transfers in from other funds	
(do not use to budget cash transfers between bank accounts)	0.00
Proceeds from long term debt	0.00
Proceeds from sale of capital assets	.00
<u>8</u> TOTAL TAX/NON-TAX REVENUES & OTHER FINANCING SOURCES:	12838.50

<u>9</u> Total Resources (Total Resources <u>MUST</u> equal Total Requirements from page 2, <u>11</u>) (9 = 5 + 8 -)	0 -
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Name of local government: EmKayan Water & Sewer
 Budget for Fiscal Year: 2024
 Fund Name: EmKayan Water & Sewer
 Fund #: 7277

APPROPRIATIONS AND CASH RESERVE

10	Expenditures	AMOUNT	Expenditures	AMOUNT
	Personal Services (100)		Fixed Charges (500)	
	Salaries/Wages	0.00	Insurance on trucks, buildings, etc.	0.00
	Workers compensation	0.00	Bank/Investment charges	0.00
	Employer contributions	0.00	Cooperative contracts/agreements	0.00
	Other (specify)	0.00	Clothing allowance	0.00
	Supplies (200)		Election costs	0.00
	Office supplies	0.00	Other (specify)	0.00
	Equipment (non-capital)	0.00	Debt Service (600)	
	Operating supplies	0.00	Principal payments	0.00
	Chemicals	0.00	Interest payments	0.00
	Gas & oil-vehicles	0.00	Other (specify)	0.00
	Vehicles (repair & maintenance)	0.00	Grants, Contributions and	
	Equipment (non-capital)	0.00	Indemnities (700)	
	Other (specify)	0.00	Donations	0.00
	Building supplies (repair & maintenance)	0.00	Other (specify)	0.00
	Other (specify)	0.00	Other (800)	
	Purchased Services (300)		Transfers to other funds	
	Utilities	0.00	<i>(do not use to budget cash transfers</i>	
	Telephone & communication	0.00	<i>between bank accounts)</i>	0.00
	Electricity and/or natural gas	0.00	Depreciation	0.00
	Repair & Maintenance	0.00	Losses (bad debt) Enterprise funds only	0.00
	Building	0.00	Capital Outlay (900)	
	Vehicles	0.00	<i>(expenditures budgeted to capital outlay</i>	
	Office equipment	0.00	<i>MUST meet the local government's</i>	
	Publicity, subscriptions, dues	0.00	<i>capitalization policy.)</i>	
	Newspaper publications	0.00	Land	0.00
	Subscriptions	0.00	Building	0.00
	Membership fees	0.00	Improvement other than building	0.00
	Training	0.00	Machinery & equipment (list below)	0.00
	Tuition/registration costs	0.00		0.00
	Travel reimbursements	0.00		0.00
	Other (specify)	0.00		0.00
	Professional services	0.00	Miscellaneous (specify)	0.00
	Legal	0.00		0.00
	Accounting & auditing	0.00		0.00
	Other (specify)	0.00		0.00
	Equipment rental	0.00		
	TOTAL APPROPRIATIONS (EXPENDITURES):			
	<i>(The total actual expenditures for the period stated shall not in any</i>			0.00
	<i>event exceed the total budgeted appropriations, unless a budget</i>			-
	<i>amendment in accordance with 7-6-4006, MCA has been passed.)</i>			
	Cash Reserve			0.00
	Criteria - If fund is budgeted to receive tax revenue in the fiscal year, the budgeted cash reserve amount cannot exceed			
	1/3 of appropriations. The cash reserve amount cannot be a negative amount.			
11	<i>(= a reserve to meet expenditures made from the fund during the months of July to November of the next fiscal year)</i>			
12	Total Requirements (Total Requirements <i>MUST</i> equal Total Resources from page 1, 9)			0.00
	<i>(12 = 10 + 11)</i>			

Name of local government: EmKayan Water & Sewer
 Budget for Fiscal Year: 2024
 Fund Name: EmKayan Water & Sewer
 Fund #: 7277

GENERAL INFORMATION REQUIRED

BOARD:	<u>NAME</u>	<u>DATE TERM EXPIRES</u>
Chairman	Angie Pankey	12/31/2026
Vice-Chairman	Cathleen Broers	12/31/2024
Board member	Mary Ann Arnold	12/31/2024
Board member	Robert Soppe	12/31/2024
Board member	John Verbecke	12/31/2026
Board member		
Secretary	Sindy Filler	Volunteer - No Exp.
Treasurer	Jo Wilson	Volunteer - No Exp.

Prepared by (Print Name): Jo Wilson
 Prepared by (Signature): _____
 Title: Treasurer
 Date: 9/4/2024
 District Mailing Address: 17 Chief Joseph Rd.
 City/State/Zip code: Libby, MT 59923
 District Phone #: 406-293-3265
 Email address of District: jrussell43@frontiernet.net

INFORMATION BELOW IS FOR INTERNAL USE
TO BE COMPLETED BY THE CLERK AND RECORDER

Lincoln County Administrative Assistant

ed Mill Levy Information

<i>FY Voted Mills 1st Levied</i>	<i>Number of Mills</i>	<i>Last FY Voted Mills will be levied (Sunset)</i>

Emergency Mill levy or other permissive mills per 15-10-420(9)

<i>Type of Permissive Mill (i.e. emergency, judgment, etc.)</i>	<i>Number of Mills</i>

Current Year Mill levy approved by County Commissioners:

<i>Taxable Valuation</i>	<i>Value Per Mill</i>	<i>Number of Mills Authorized without a vote</i>	<i>Number of voted & permissive mills levied</i>	<i>Total number of mills levied</i>	<i>Total Authorized Tax Revenue</i>

(should agree to page 1, #6)

* * *

Special Notes: Capital Improvement Plans should be approved by your board and needs to be a separate budget from your operating budget.

stions?? Contact County Administrative Assistant, Jennifer Brown
 Phone: (406) 283-2319 Email: jenbrown@libby.org

24
August 29, 2025

Dear Em Kayan W/S

Subject: Urgent Request for Budget Submission – Past Due

I am writing to follow up on the previous request regarding the submission of your district's budget for fiscal year 2024-2025. As of August 27, 2024, the deadline for submitting the budget has passed, and I have yet to receive your district's documentation.

I understand that various challenges may arise during the budgeting process, but it is crucial that I receive your submission promptly to ensure compliance with district regulations and to proceed with necessary planning and allocation of resources.

Please submit the budget at your earliest convenience. If you are facing any difficulties or require assistance in completing the submission, do not hesitate to contact me. I am here to support you in this process and can provide any necessary guidance or clarification.

Thank you for your immediate attention to this matter. I look forward to your prompt response.

Sincerely,

Jennifer Brown

Lincoln County Administrative Assistant

LINCOLN COUNTY

STATE OF MONTANA

BRENT TESKE, COMMISSIONER
DISTRICT NO. 1, LIBBY

JIM HAMMONS, COMMISSIONER
DISTRICT NO. 2, TROY

JOSH LETCHER, COMMISSIONER
DISTRICT NO. 3, EUREKA

CORRINA L. BROWN
CLERK OF THE BOARD AND COUNTY RECORDER

August 9, 2024

Dear Em Kayan W/S,

Your assessments for fiscal year 2024/25 have been completed and the total budget is enclosed.

For your convenience, I have also enclosed a copy of your fund cash balance held by the county ending June 30, 2024.

Budget forms can be accessed via the Finance Page on our county website at www.lincolncountymt.us. I have also included a copy if your preference is to fill out the budget form in writing; please write legibly.

Please return your budget to me no later than **August 27, 2024**, so I can then finalize the countywide budget with the commissioners.

Please feel free to contact me if you have any questions or concerns.

Respectfully,

Jennifer Brown, Administrative Assistant
jenbrown@libby.org
406-283-2319

08/06/24
14:14:02

LINCOLN COU'
Recap by Classification on 2024
District: EMW1 EM KAYAN WATER DISTRICT

Page: 1 of 1
Report ID: A100A

Class Codes from 9055 to 9055

Class Code	Description	Quantity	Market Value	Taxable	Dollar Amount	Tax Amount	Total Amount
99-9055	EM-KAYAN WATER DISTRICT	81.00	0	0	12,838.50	0.00	0.00
Total for Class 99		81.00	0	0	12,838.50	0.00	0.00
Total for District		81.00	0	0	12,838.50	0.00	0.00
Grand Total		81.00	0	0	12,838.50	0.00	0.00

** Note Grand Totals for quantity and taxable include Specials

08/06/24
14:12:55

LINCOLN COUNTY
Cash Report by Fund/Account
For the Accounting Period: 6/24

Page: 1 of 1
Report ID: L160

Funds 7277-7277

Fund/Account	Beginning	Received	Transfers		Transfers		Ending
	Balance		In	Disbursed	Out	Balance	
7277 EM KAYAN WATER & SEWER-1							
101000 Cash - Operating	7,885.90	239.41	0.00	0.00	0.00	0.00	8,125.31
Totals	7,885.90	239.41	0.00	0.00	0.00	0.00	8,125.31

*** Transfers In and Transfers Out columns should match, with the following exceptions:
1) Cancelled electronic checks increase the Transfers In column. Disbursed column will be overstated by the same amount and will not balance to the Redeemed Checks List.
2) Payroll Journal Vouchers including local deductions with receipt accounting will reduce the Transfers Out column by the total amount of these checks.