

Proposed Budget

CHUGWATER CEMETERY DISTRICT	
Budget Hearing Information	
PO BOX 34	Location: CHUGWATER CEMETERY
CHUGWATER, WY 82210	Date: 5/17/2018
970-396-5751	Time: 7:00 PM
Platte County / Goshen County	Budget Prepared by: HOLLY CROWLEY, TREAS.

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

The Chugwater Cemetery District operates with Platte and Goshen County funding. For the upcoming budget year, we are requesting 2mills from both Platte and Goshen Counties. This is estimated at \$18,500 in funding for the next fiscal year. Due to the age of the Chugwater Cemetery, the funding requested would provide capital needed for continued upkeep and improvements on the grounds.

S-B **RESERVE DESCRIPTION**

No reserves held.

S-C

Names of Board Members	Date of End of Term	
RUTH VAUGHN	2020	Does the district have regular office hours exceeding 20 hours per week? <input type="checkbox"/> No
DENNIS BAKER	2018	
ROB HELLBAUM	2018	
KATE JACKSON	2020	
HENRY BORCHARDT	2018	
HOLLY CROWLEY	2020	If no above: Are the records on file with the County Clerk as required by W.S. 16-12-303(c)? <input type="checkbox"/> No

Where are the minutes of your board meeting available for public review?
 Minutes may be requested from the secretary, Rob Hellbaum, at any time.

How and where are the notices of meeting posted for the public?
 Notices are posted in the community, typically at the Post Office on a public notice board, Chugwater Soda Fountain & Community Center.

Where are the public meetings held?
 Meetings are held at the board member houses throughout the year. The annual budget meeting is held at the Cemetery.

PROPOSED BUDGET SUMMARY

OVERVIEW		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
S-1	Total Budgeted Expenditures	\$9,216	\$34,800	\$36,150	\$36,150
S-2	Total Principal to Pay on Debt	\$0	\$0	\$0	\$0
S-3	Total Change to Restricted Funds	\$0	\$0	\$0	\$0
S-4	Total General Fund and Forecasted Revenues Available	\$56,327	\$54,647	\$65,513	\$65,513
S-5	Amount requested from County Commissioners	\$18,480	\$17,182	\$18,500	\$18,500
S-6	Additional Funding Needed :			\$0	\$0

REVENUE SUMMARY		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
S-7	Operating Revenues	\$100	\$100	\$50	\$50
S-8	Tax levy (From the County Treasurer)	\$18,480	\$17,182	\$18,500	\$18,500
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	\$835	\$453	\$763	\$763
S-13	Other Forecasted Revenue	\$0	\$0	\$0	\$0

S-14	Total Revenue	\$19,415	\$17,735	\$19,313	\$19,313
------	----------------------	-----------------	-----------------	-----------------	-----------------

FY 7/1/18-6/30/19

CHUGWATER CEMETERY DISTRICT

EXPENDITURE SUMMARY		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
S-15	Capital Outlay	\$0	\$25,000	\$25,000	\$25,000
S-16	Interest and Fees On Debt	\$0	\$0	\$0	\$0
S-17	Administration	\$0	\$500	\$450	\$450
S-18	Operations	\$7,181	\$8,200	\$9,600	\$9,600
S-19	Indirect Costs	\$2,035	\$1,100	\$1,100	\$1,100
S-20	Total Expenditures	\$9,216	\$34,800	\$36,150	\$36,150

DEBT SUMMARY		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
--------------	--	---------------------	------------------------	-----------------------	---------------------

S-21	Principal Paid on Debt	\$0	\$0	\$0	\$0
------	------------------------	-----	-----	-----	-----

CASH AND INVESTMENTS		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
----------------------	--	---------------------	------------------------	-----------------------	---------------------

S-22	TOTAL GENERAL FUNDS	\$36,912	\$36,912	\$46,200	\$46,200
------	----------------------------	-----------------	-----------------	-----------------	-----------------

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 34
CHUGWATER, WY 82210

PREPARED BY: HOLLY CROWLEY, TREAS.

DISTRICT PHONE: 970-396-5751

Prepared in compliance with the Uniform Municipal Fiscal Procedures Act (W.S. 16-4-101 through 124) as it applies.

1/29/18 Form approved by Wyoming Department of Audit, Public Funds Division

Proposed Budget

CHUGWATER CEMETERY DISTRICT
 NAME OF DISTRICT/BOARD _____

FYE 6/30/2019 _____

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)	\$18,480	\$17,182	\$18,500	\$18,500
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	\$100	\$100	\$50	\$50
R-3.3	Other Assessments				
R-3.4	Total Operating Revenues	\$100	\$100	\$50	\$50
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	\$3	\$3	\$3	\$3
R-5.2	Other: Specify <u>Donations/Weddings</u>	\$832	\$450	\$760	\$760
R-5.3	Other: Additional				
R-5.4	Total Miscellaneous	\$835	\$453	\$763	\$763
R-5.5	Total Forecasted Revenue	\$935	\$553	\$813	\$813
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

CHUGWATER CEMETERY DISTRICT

FYE 6/30/2019

NAME OF DISTRICT/BOARD

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	Fencing		\$25,000	\$25,000	\$25,000
E-1.6					
E-1.7					
E-1.8	TOTAL CAPITAL OUTLAY	\$0	\$25,000	\$25,000	\$25,000

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		\$300	\$250	\$250
E-4.3	Other (Specify)				
E-4.4					
E-4.5					
E-4.6					
E-5	Other Administrative Expenses				
E-5.1	Office Supplies		\$200	\$200	\$200
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	\$0	\$500	\$450	\$450

Proposed Budget

CHUGWATER CEMETERY 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	Camera system			\$1,000	\$1,000
E-9.2	Building Maintainence		\$1,000	\$1,000	\$1,000
E-9.3	_____				
E-9.4	_____				
E-9.5	_____				
E-10	Program Services (List)				
E-10.1	_____				
E-10.2	_____				
E-10.3	_____				
E-10.4	_____				
E-10.5	_____				
E-11	Contractual Arrangements (List)				
E-11.1	_____				
E-11.2	Grounds Maintainence	\$4,000	\$4,500	\$4,500	\$4,500
E-11.3	Cleaning Services	\$415	\$500	\$500	\$500
E-11.4	_____				
E-11.5	_____				
E-12	Other operations (Specify)				
E-12.1	Fuel for Mowing	\$366	\$250	\$350	\$350
E-12.2	Electricity	\$400	\$450	\$450	\$450
E-12.3	Tree Maintainence	\$2,000	\$1,500	\$1,500	\$1,500
E-12.4	Machine Hire			\$300	\$300
E-12.5	_____				
E-13	TOTAL OPERATIONS	\$7,181	\$8,200	\$9,600	\$9,600

Proposed Budget

CHUGWATER CEMETERY DISTRICT

FYE 6/30/2019

INDIRECT COSTS BUDGET

			2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
E-14	Insurance					
E-14.1	Liability					
E-14.2	Buildings and vehicles					
E-14.3	Equipment					
E-14.4	Other (Specify)					
E-14.5	<u>Total Coverage</u>		\$1,935	\$1,000	\$1,000	\$1,000
E-14.6	<u>Bonding</u>		\$100	\$100	\$100	\$100
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-16	Depreciation Expenses					
E-17	TOTAL INDIRECT COSTS		\$2,035	\$1,100	\$1,100	\$1,100

DEBT SERVICE BUDGET

			2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
D-1	Debt Service					
D-1.1	Principal					
D-1.2	Interest					
D-1.3	Fees					
D-2	TOTAL DEBT SERVICE		\$0	\$0	\$0	\$0

Proposed Budget

CHUGWATER CEMETERY DISTRICT
 NAME OF DISTRICT/BOARD

FYE 6/30/2019

GENERAL FUNDS

		End of Year	Beginning	Beginning	
		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
C-1	Balances at Beginning of Fiscal Year				
C-1.1	General Fund Checking Account Balance	\$36,912	\$36,912	\$46,200	
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	
C-1.6	Total Estimated Cash and Investments on Hand	\$36,912	\$36,912	\$46,200	
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	\$36,912	\$36,912	\$46,200	

DEPRECIATION RESERVE (CAPITAL OUTLAY - REPLACEMENT)

		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
C-3	Beginning Balance in Reserve Account (end of previous year)		\$0	\$0	
C-3.1	<i>Date of Reserve Approval in Minutes:</i>				
C-3.2	Amount to be added to the reserve				
C-3.3	<i>Date of Reserve Approval in Minutes:</i>				
C-3.4	SUB-TOTAL	\$0	\$0	\$0	
C-3.5	Identify the amount to be spent from "Reserve for Capital Outlay"				
C-3.6	a. _____				
C-3.7	b. _____				
C-3.8	c. _____				
C-3.9	<i>Date of Reserve Approval in Minutes:</i>				
C-3.10	TOTAL CAPITAL OUTLAY (a+b+c)	\$0	\$0	\$0	
C-3.11	Balance to be retained in Depreciation Reserve Account	\$0	\$0	\$0	
C-3.12					

OTHER RESTRICTED FUND BALANCES - RESERVE (LEGALLY ENFORCED)

		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
C-4	Beginning Balance in Reserve Account (end of previous year)		\$0	\$0	
C-4.1	<i>Date of Reserve Approval in Minutes:</i>				
C-4.2	Amount to be added to the reserve				
C-4.3	<i>Date of Reserve Approval in Minutes:</i>				
C-4.4	SUB-TOTAL	\$0	\$0	\$0	
C-4.5	Identify the amount and project to be spent from "Other F"				
C-4.6	a. _____				
C-4.7	b. _____				
C-4.8	c. _____				
C-4.9	<i>Date of Reserve Approval in Minutes:</i>				
C-4.10	TOTAL OTHER RESERVE OUTLAY (a+b+c)	\$0	\$0	\$0	
C-4.11	Balance to be retained in Other Reserve Account	\$0	\$0	\$0	
C-4.12					

ASSIGNED FUND BALANCE (EMERGENCY RESERVE - NOT COMMITTED)

		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
C-5	Beginning Balance in Reserve Account (end of previous year)		\$0	\$0	
C-5.1	<i>Date of Reserve Approval in Minutes:</i>				
C-5.2	Amount to be added to the reserve				
C-5.3	<i>Date of Reserve Approval in Minutes:</i>				
C-5.4	SUB-TOTAL	\$0	\$0	\$0	
C-5.5	Amount to be spent from Emergency Reserve (Cash)				
C-5.6	<i>Date of Reserve Approval in Minutes:</i>				
C-5.7	Balance to be retained in Assigned Fund Balance	\$0	\$0	\$0	
C-5.8					
C-5.9	TOTAL TO BE SPENT	\$0	\$0	\$0	