

Proposed Budget

CROWN HILL CEMETERY DISTRICT	
Budget Hearing Information	
678 LANE 9	Location: 678 LANE 9
POWELL, WY 82435	Date: 7/21/2016
754-5220	Time: 8:00 PM
PARK	Budget Prepared by: DONNA STEWART

S-1	BUDGET MESSAGE	W.S. 16-4-104(d)
	<p>There are no major changes in the Tentative Budget. Increases made in indirect costs and wages are made to reflect 2 additional part-time helpers and a 3% increase in staff wages. This budget will allow for a new mower and additional trees.</p> <p>This Tentative Budget is set at \$360,504.00 and is subject to change buy the Board of Directors before June 1, 2016.</p> <p>Budget = \$360,504.00 Tentative Budget - \$119,788.00 Estimated cash and anticipated Revenue \$240,716.00</p>	

PROPOSED BUDGET SUMMARY

OVERVIEW	2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Pending Approval
S-1 Total Budgeted Expenditures	\$251,480	\$291,519	\$360,504	\$360,504
S-2 Total Principal to Pay on Debt	\$0	\$0	\$0	\$0
S-3 Total to be added to Restricted Funds	\$267	\$265	\$265	\$265
S-4 Total General Fund and Forecasted Revenues	\$413,851	\$400,750	\$400,750	\$400,750
S-5 Amount requested from County Commissioners	\$213,509	\$240,716	\$240,716	\$240,716
S-6 Additional Funding Needed :			\$0	\$0

CROWN HILL CEMETERY DISTRICT

REVENUE SUMMARY	2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Pending Approval
S-7 Operating Revenues	\$10,905	\$11,000	\$11,000	\$11,000
S-8 Tax levy (From the County Treasurer)	\$213,509	\$240,716	\$240,716	\$240,716
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	\$342	\$320	\$320	\$320
S-13 Other Forecasted Revenue	\$0	\$0	\$0	\$0
S-14 Total Revenue	\$224,756	\$252,036	\$252,036	\$252,036

FY 7/1/16-6/30/17

EXPENDITURE SUMMARY		2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Pending Approval
S-15	Capital Outlay	\$37,901	\$59,500	\$85,000	
S-16	Interest and Fees On Debt	\$0	\$0	\$0	
S-17	Administration	\$98,695	\$100,400	\$108,904	
S-18	Operations	\$61,079	\$73,550	\$91,500	
S-19	Indirect Costs	\$53,805	\$58,069	\$75,100	
S-20	Total Expenditures	\$251,480	\$291,519	\$360,504	

DEBT SUMMARY		2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Pending Approval
S-21	Principal Paid on Debt	\$0	\$0	\$0	

CASH AND INVESTMENTS		2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Pending Approval
S-22	TOTAL GENERAL FUNDS	\$189,095	\$148,714	\$148,714	

Summary of Reserve Funds

S-23	Beginning Balance in Reserve Accounts				
S-24	a. Depreciation Reserve	\$0	\$0	\$0	
S-25	b. Other Reserve	\$2,188	\$2,195	\$2,200	
S-26	c. Emergency Reserve (Cash)	\$173,767	\$174,207	\$174,287	
	Total Reserves (a+b+c)	\$175,955	\$176,402	\$176,487	
S-27	Amount to be added				
S-28	a. Depreciation Reserve	\$0	\$0	\$0	
S-29	b. Other Reserve	\$7	\$5	\$5	
S-30	c. Emergency Reserve (Cash)	\$260	\$260	\$260	
	Total to be added (a+b+c)	\$267	\$265	\$265	
S-31	Subtotal	\$176,222	\$176,667	\$176,752	
S-32	Less Total to be spent	\$0	\$0	\$0	
S-33	TOTAL RESERVES AT END OF FISCAL YEAR	\$176,222	\$176,667	\$176,752	

End of Summary

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

Date adopted by Special District _____

DISTRICT ADDRESS: 678 LANE 9
POWELL, WY 82435

PREPARED BY: DONNA STEWART

DISTRICT PHONE: 754-5220

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

Form approved by Wyoming Department of Audit, Public Funds Division

Proposed Budget

CROWN HILL CEMETERY DISTRICT
 NAME OF DISTRICT/BOARD

FYE 6/30/2017

PROPERTY TAXES AND ASSESSMENTS

		2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Pending Approval
R-1	Property Taxes and Assessments Received				
R-1.1	Tax Levy (From the County Treasurer)	\$213,509	\$240,716	\$240,716	
R-1.2	Other County Support				

FORECASTED REVENUE

		2014-2015 Actual	2015-2016 Estimated	2016-2017 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	
R-3	Operating Revenues				
R-3.1	Customer Charges	\$8,155	\$7,000	\$7,000	
R-3.2	Sales of Goods or Services	\$2,750	\$4,000	\$4,000	
R-3.3	Other Assessments				
R-3.4	Total Operating Revenues	\$10,905	\$11,000	\$11,000	
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	\$342	\$320	\$320	
R-5.2	Other: Specify				
R-5.3	Other: Additional				
R-5.4	Total Miscellaneous	\$342	\$320	\$320	
R-5.5	Total Forecasted Revenue	\$11,247	\$11,320	\$11,320	
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	

Proposed Budget

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FYE 6/30/2017

CAPITAL OUTLAY BUDGET

			2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Pending Approval
E-1	Capital Outlay					
E-1.1	Real Property		\$9,794	\$5,000	\$5,000	
E-1.2	Vehicles		\$8,464	\$20,000	\$20,000	
E-1.3	Office Equipment					
E-1.4	Other (Specify)					
E-1.5	<u>Grounds</u>		\$14,343	\$30,000	\$40,000	
E-1.6	<u>Waterlines</u>		\$5,300	\$4,500	\$20,000	
E-1.7						
E-1.8	TOTAL CAPITAL OUTLAY		\$37,901	\$59,500	\$85,000	

ADMINISTRATION BUDGET

			2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Pending Approval
E-2	Personnel Services					
E-2.1	Administrator		\$40,929	\$41,851	\$43,107	
E-2.2	Secretary					
E-2.3	Clerical		\$22,485	\$23,081	\$23,774	
E-2.4	Other (Specify)					
E-2.5	<u>Assistant Sexton</u>		\$29,077	\$29,731	\$30,623	
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		\$633	\$745	\$2,000	
E-4.2	Accounting/Auditing		\$838	\$856	\$1,000	
E-4.3	Other (Specify)					
E-4.4	<u>Election Expense</u>		\$96	\$0	\$2,000	
E-4.5	<u>Bonds</u>		\$311	\$311	\$400	
E-4.6						
E-5	Other Administrative Expenses					
E-5.1	Office Supplies		\$1,576	\$1,000	\$1,500	
E-5.2	Office equipment, rent & repair		\$0	\$825	\$2,000	
E-5.3	Education					
E-5.4	Registrations					
E-5.5	Other (Specify)					
E-5.6	<u>Lots/Inscriptions</u>		\$2,750	\$2,000	\$2,500	
E-5.7						
E-5.8						
E-6	TOTAL ADMINISTRATION		\$98,695	\$100,400	\$108,904	

Proposed Budget

CROWN HILL CEMETERY DISTRICT

FYE 6/30/2017

OPERATIONS BUDGET

			2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Pending Approval
E-7	Personnel Services					
E-7.1	Wages--Operations		\$22,443	\$35,000	\$37,000	
E-7.2	Service Contracts		\$9,595	\$12,000	\$15,000	
E-7.3	Other (Specify)					
E-7.4	_____					
E-7.5	_____					
E-7.6	_____					
E-8	Travel					
E-8.1	Mileage		\$0	\$250	\$500	
E-8.2	Other (Specify)					
E-8.3	_____					
E-8.4	_____					
E-8.5	_____					
E-9	Operating supplies (List)					
E-9.1	Gas/Oil		\$5,467	\$5,500	\$10,000	
E-9.2	Equipment		\$5,000	\$5,000	\$6,000	
E-9.3	Ground		\$9,397	\$8,500	\$10,000	
E-9.4	Tools/Shop		\$1,601	\$1,600	\$3,000	
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	_____					
E-11.3	_____					
E-11.4	_____					
E-11.5	_____					
E-12	Other operations (Specify)					
E-12.1	Utilities		\$7,576	\$5,700	\$10,000	
E-12.2	_____					
E-12.3	_____					
E-12.4	_____					
E-12.5	_____					
E-13	TOTAL OPERATIONS		\$61,079	\$73,550	\$91,500	\$51,600

Proposed Budget

CROWN HILL CEMETERY DISTRICT

FYE 6/30/2017

INDIRECT COSTS BUDGET

			2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Pending Approval
E-14	Insurance					
E-14.1	Liability		\$2,975	\$1,275	\$1,500	
E-14.2	Buildings and vehicles		\$1,385	\$3,210	\$3,500	
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		\$8,793	\$10,021	\$10,300	
E-15.2	Workers Compensation		\$2,809	\$3,161	\$3,500	
E-15.3	Unemployment Taxes		\$0	\$0	\$10,000	
E-15.4	Retirement		\$14,679	\$15,733	\$16,300	
E-15.5	Health Insurance		\$23,164	\$24,669	\$30,000	
E-15.6	Other (Specify)					
E-15.7	_____					
E-15.8	_____					
E-15.9						
E-16	Depreciation Expenses					
E-17	TOTAL INDIRECT COSTS		\$53,805	\$58,069	\$75,100	

DEBT SERVICE BUDGET

			2014-2015 Actual	2015-2016 Estimated	2016-2017 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	

Proposed Budget

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 NAME OF DISTRICT/BOARD

FYE 6/30/2017

GENERAL FUNDS

		2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Pending Approval
C-1	Balances at End of Fiscal Year				
C-1.1	General Fund Checking Account Balance	\$37,551	\$5,764	\$5,764	
C-1.2	Savings and Investments Account Balance				
C-1.3	General Fund CD Balance	\$151,544	\$142,950	\$142,950	
C-1.4	All Other Funds				
C-1.5	Reserves (From Below)	\$176,222	\$176,667	\$176,752	
C-1.6	Total Estimated Cash and Investments on Hand	\$365,317	\$325,381	\$325,466	
C-2	General Fund Reductions:				
C-2.1	a. Unpaid bills at FYE				
C-2.2	b. Reserves	\$176,222	\$176,667	\$176,752	
C-2.3	Total Deductions (a+b)	\$176,222	\$176,667	\$176,752	
C-2.4	Estimated Non-Restricted Funds Available	\$189,095	\$148,714	\$148,714	

DEPRECIATION RESERVE (CAPITAL OUTLAY - REPLACEMENT)

		2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Pending Approval
C-3					
C-3.1	Balance in Reserve Account, end of previous fiscal year.				
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 to be spent from "Reserve for Capital Outlay"				
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	Account (Line 3 - Line 5)	\$0	\$0	\$0	

OTHER RESTRICTED FUND BALANCES - RESERVE (LEGALLY ENFORCED)

		2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Pending Approval
C-4					
C-4.1	Balance in Reserve Account, beginning of budget year	\$2,188	\$2,195	\$2,200	
C-4.2	<i>Date of Reserve Approval in Minutes:</i> _____				
C-4.3	Amount to be added to the reserve	\$7	\$5	\$5	
C-4.4	<i>Date of Reserve Approval in Minutes:</i> _____				
C-4.5	SUB-TOTAL	\$2,195	\$2,200	\$2,205	
C-4.6	"Other Reserves"				
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	9 - Line 11)	\$2,195	\$2,200	\$2,205	

ASSIGNED FUND BALANCE (EMERGENCY RESERVE - NOT COMMITTED)

		2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Pending Approval
C-5					
C-5.1	Balance in Reserve Account, beginning of budget year	\$173,767	\$174,207	\$174,287	
C-5.2	<i>Date of Reserve Approval in Minutes:</i> _____				
C-5.3	Amount to be added to the reserve	\$260	\$260	\$260	
C-5.4	<i>Date of Reserve Approval in Minutes:</i> _____				
C-5.5	SUB-TOTAL	\$174,027	\$174,467	\$174,547	
C-5.6	Amount to be spent from Emergency Reserve (Cash)				
C-5.7	<i>Date of Reserve Approval in Minutes:</i> _____				
C-5.8	Balance to be retained in Assigned Fund Balance	\$174,027	\$174,467	\$174,547	
C-5.9	TOTAL TO BE SPENT	\$0	\$0	\$0	