

Proposed Budget

CHUGWATER CEMETERY DISTRICT							
Budget Hearing Information							
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td style="padding: 2px;">PO BOX 34</td></tr> <tr><td style="padding: 2px;">CHUGWATER, WY 82201</td></tr> <tr><td style="padding: 2px;">970-396-5751</td></tr> </table>	PO BOX 34	CHUGWATER, WY 82201	970-396-5751	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td style="padding: 2px;">Location: CHUGWATER CEMETERY</td></tr> <tr><td style="padding: 2px;">Date: 5/6/2021</td></tr> <tr><td style="padding: 2px;">Time: 7:00P</td></tr> </table>	Location: CHUGWATER CEMETERY	Date: 5/6/2021	Time: 7:00P
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CHUGWATER, WY 82201							
970-396-5751							
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Date: 5/6/2021							
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PLATTE / GOSHEN							
Budget Prepared by: H. CROWLEY							

S-A	BUDGET MESSAGE	W.S. 16-4-104(d)
<p>The Chugwater Cemetery District operates with Platte and Goshen County funding. For the upcoming budget year, we are requesting 2 mill from both Platte and Goshen Counties. This is estimated at \$17,000-\$18,000 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. In addition to annual upkeep with the cemetery, the board would like to make some other investments and improvements to the equipment and grounds. Just a couple of these items are the purchase of a tractor, build a shop to house the mowing equipment and tractor, re-work the drip systems for the trees, possible tree expansion and fencing. These are not in the proposed budget, but are in the vision for the next three to five years.</p>		

S-B	RESERVE DESCRIPTION	
None		

S-C	
Names of Board Members	Date of End of Term
KATE JACKSON	1/1/24
DENNIS BAKER	1/1/22
ROB HELLBAUM	1/1/22
HENRY BORCHARDT	1/1/22
RUTH VAUGHN	1/1/24
HOLLY CROWLEY	1/1/24

Does the district have regular office hours exceeding 20 hours per week?	No
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There are not any designated office hours, however, at any time, board members may be contacted to go over any documents as requested.	
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If no above:	Are the records on file with the County Clerk as required by W.S. 16-12-303(c)?	No
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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, Community Center and Soda Fountain.
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Where are the public meetings held?

Meetings are held at the board member homes throughout the year. The annual budget meeting is held at the Cemetery.

PROPOSED BUDGET SUMMARY

OVERVIEW		2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Pending Approval
S-1	Total Budgeted Expenditures	\$9,654	\$16,573	\$23,388	\$23,388
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	\$52,262	\$55,153	\$69,453	\$69,453
S-5	<i>Amount requested from County Commissioners</i>	\$15,451	\$18,000	\$18,000	\$18,000
S-6	Additional Funding Needed :			\$0	\$0

REVENUE SUMMARY		2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Pending Approval
S-7	Operating Revenues	\$200	\$50	\$50	\$50
S-8	Tax levy (From the County Treasurer)	\$15,451	\$18,000	\$18,000	\$18,000
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	\$120	\$613	\$603	\$603
S-13	Other Forecasted Revenue	\$0	\$0	\$0	\$0

S-14	Total Revenue	\$15,771	\$18,663	\$18,653	\$18,653
FY 7/1/21-6/30/22		CHUGWATER CEMETERY DISTRICT			

EXPENDITURE SUMMARY		2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Pending Approval
S-15	Capital Outlay	\$0	\$0	\$6,000	\$6,000
S-16	Interest and Fees On Debt	\$0	\$0	\$0	\$0
S-17	Administration	\$0	\$185	\$200	\$200
S-18	Operations	\$8,595	\$15,288	\$15,588	\$15,588
S-19	Indirect Costs	\$1,059	\$1,100	\$1,600	\$1,600
S-20R	Expenditures paid by Reserves	\$0	\$0	\$0	\$0
S-20	Total Expenditures	\$9,654	\$16,573	\$23,388	\$23,388

DEBT SUMMARY		2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Pending Approval
S-21	Principal Paid on Debt	\$0	\$0	\$0	\$0

CASH AND INVESTMENTS		2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Pending Approval
S-22	TOTAL GENERAL FUNDS	\$36,490	\$36,490	\$50,800	\$50,800
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

Date adopted by Special District 5/6/2021

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

DISTRICT ADDRESS: PO BOX 34
CHUGWATER, WY 82201

PREPARED BY: H. CROWLEY

DISTRICT PHONE: 970-396-5751

Proposed Budget

CHUGWATER CEMETERY DISTRICT

FYE 6/30/2022

NAME OF DISTRICT/BOARD

PROPERTY TAXES AND ASSESSMENTS

	DOA Chart of Accounts	2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Pending Approval
R-1 Property Taxes and Assessments Received					
R-1.1 Tax Levy (From the County Treasurer)	4001	\$15,451	\$18,000	\$18,000	\$18,000
R-1.2 Other County Support (see note on the right)	4005				

FORECASTED REVENUE

	DOA Chart of Accounts	2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Pending Approval
R-2 Revenues from Other Governments					
R-2.1 State Aid	4211				
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 Total Government Support		\$0	\$0	\$0	\$0
R-3 Operating Revenues					
R-3.1 Customer Charges	4300				
R-3.2 Sales of Goods or Services	4300	\$200	\$50	\$50	\$50
R-3.3 Other Assessments	4503				
R-3.4 Total Operating Revenues		\$200	\$50	\$50	\$50
R-4 Grants					
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 Total Grants		\$0	\$0	\$0	\$0
R-5 Miscellaneous Revenue					
R-5.1 Interest	4501	\$3	\$3	\$3	\$3
R-5.2 Other: Specify Donations/Rental	4500		\$460	\$450	\$450
R-5.3 Other: See Additional		\$117	\$150	\$150	\$150
R-5.4 Total Miscellaneous		\$120	\$613	\$603	\$603
R-5.5 Total Forecasted Revenue		\$320	\$663	\$653	\$653
R-6 Other Forecasted Revenue					
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 Total Other Forecasted Revenue (a+b)		\$0	\$0	\$0	\$0

Proposed Budget

CHUGWATER CEMETERY DISTRICT
 NAME OF DISTRICT/BOARD

FYE 6/30/2022

CAPITAL OUTLAY BUDGET

	DOA Chart of Accounts	2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Pending Approval
E-1	Capital Outlay				
E-1.1	Real Property			\$4,000	\$4,000
E-1.2	Vehicles				
E-1.3	Office Equipment				
E-1.4	Other (Specify)				
E-1.5	Repairs & Equipment			\$2,000	\$2,000
E-1.6	_____				
E-1.7	_____				
E-1.8	TOTAL CAPITAL OUTLAY	\$0	\$0	\$6,000	\$6,000

ADMINISTRATION BUDGET

	DOA Chart of Accounts	2019-2020 Actual	2020-2021 Estimated	2021-2022 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				
E-4.3	Other (Specify)				
E-4.4	_____				
E-4.5	_____				
E-4.6	_____				
E-5	Other Administrative Expenses				
E-5.1	Office Supplies				
E-5.2	Office equipment, rent & repair				
E-5.3	Education				
E-5.4	Registrations				
E-5.5	Other (Specify)				
E-5.6	Printing New By-Laws			\$200	\$200
E-5.7	Election Expense		\$185		
E-5.8	_____				
E-6	TOTAL ADMINISTRATION	\$0	\$185	\$200	\$200

Proposed Budget

CHUGWATER CEMETERY DISTRICT

FYE 6/30/2022

OPERATIONS BUDGET

	DOA Chart of Accounts	2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Pending Approval
E-7	Personnel Services				
E-7.1	Wages--Operations	7202			
E-7.2	Service Contracts	7203			
E-7.3	Other (Specify)				
E-7.4	_____	7204			
E-7.5	_____	7204			
E-7.6	_____				
E-8	Travel				
E-8.1	Mileage	7211			
E-8.2	Other (Specify)				
E-8.3	Trailer Registration	7212	\$38	\$38	\$38
E-8.4	_____	7212			
E-8.5	_____				
E-9	Operating supplies (List)				
E-9.1	Building Maintenance	7220	\$1,000	\$1,000	\$1,000
E-9.2	Maintenance Advertising	7220		\$50	\$50
E-9.3	_____	7220			
E-9.4	_____	7220			
E-9.5	_____				
E-10	Program Services (List)				
E-10.1	_____	7230			
E-10.2	_____	7230			
E-10.3	_____	7230			
E-10.4	_____	7230			
E-10.5	_____				
E-11	Contractual Arrangements (List)				
E-11.1	_____	7400			
E-11.2	Grounds Maintenance	7400	\$4,500	\$4,500	\$4,500
E-11.3	Cleaning Services	7400	\$137	\$600	\$600
E-11.4	Misc Maintenance	7400	\$2,157	\$5,000	\$5,000
E-11.5	_____				
E-12	Other operations (Specify)				
E-12.1	Fuel for Mowing	7450	\$293	\$400	\$400
E-12.2	Electricity	7450	\$508	\$450	\$500
E-12.3	Tree Maintenance	7450	\$1,000	\$3,000	\$3,250
E-12.4	Machine Hire	7450		\$300	\$250
E-12.5	_____				
E-13	TOTAL OPERATIONS		\$8,595	\$15,288	\$15,588

Proposed Budget

CHUGWATER CEMETERY DISTRICT

FYE 6/30/2022

INDIRECT COSTS BUDGET

	DOA Chart of Accounts	2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Pending Approval
E-14 Insurance					
E-14.1 Liability	7502				
E-14.2 Buildings and vehicles	7503				
E-14.3 Equipment	7504				
E-14.4 Other (Specify)					
E-14.5 <u>Total Coverage</u>	7505	\$959	\$1,000	\$1,500	\$1,500
E-14.6 <u>Bonding</u>	7505	\$100	\$100	\$100	\$100
E-14.7					
E-15 Indirect payroll costs:					
E-15.1 FICA (Social Security) taxes	7511				
E-15.2 Workers Compensation	7512				
E-15.3 Unemployment Taxes	7513				
E-15.4 Retirement	7514				
E-15.5 Health Insurance	7515				
E-15.6 Other (Specify)					
E-15.7	7516				
E-15.8	7516				
E-15.9					
E-17 TOTAL INDIRECT COSTS		\$1,059	\$1,100	\$1,600	\$1,600

DEBT SERVICE BUDGET

	DOA Chart of Accounts	2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Pending Approval
D-1 Debt Service					
D-1.1 Principal	6401				
D-1.2 Interest	6410				
D-1.3 Fees	6420				
D-2 TOTAL DEBT SERVICE		\$0	\$0	\$0	\$0

Proposed Budget

CHUGWATER CEMETERY DISTRICT
 NAME OF DISTRICT/BOARD _____

FYE 6/30/2022 _____

GENERAL FUNDS				
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		End of Year	Beginning	Beginning	
		2019-2020	2020-2021	2021-2022	Pending
		Actual	Estimated	Proposed	Approval
C-1	Balances at Beginning of Fiscal Year				
C-1.1	General Fund Checking	\$36,490	\$36,490	\$50,800	\$50,800
C-1.2	Savings and Investments		\$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	\$0
C-1.6	Total Estimated Cash and Investments on Hand	\$36,490	\$36,490	\$50,800	\$50,800
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	\$36,490	\$36,490	\$50,800	\$50,800

	DOA Chart of Accounts			
SINKING & DEBT SERVICE FUNDS	1070			

		2019-2020	2020-2021	2021-2022	Pending
		Actual	Estimated	Proposed	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	1090			
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		2019-2020	2020-2021	2021-2022	Pending
		Actual	Estimated	Proposed	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	1060			
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		2019-2020	2020-2021	2021-2022	Pending
		Actual	Estimated	Proposed	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