

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 82210</td></tr> <tr><td style="padding: 2px;">970-396-5751</td></tr> </table>	PO BOX 34	CHUGWATER WY 82210	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: 5/7/2023</td></tr> <tr><td style="padding: 2px;">Time: 4P</td></tr> </table>	Location: CHUGWATER CEMETERY	Date: 5/7/2023	Time: 4P
PO BOX 34							
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PLATTE AND GOSHEN COUNTY							
Budget Prepared by: H. CROWLEY							

S-A BUDGET MESSAGE W.S. 16-12-403 (c)

The Chugwater Cemetery District operates with Platte and Goshen County funding. For the upcoming budget year, we are requesting 2 mills from both Platte and Goshen Counties. This is estimated between \$17,000-\$19,000 in funding for the next fiscal year. Due to the age of the Chugwater Cemetery, the funding requested is used to provide capital needed for continued upkeep and improvements on the grounds. As seen in this budget, we have spent a large amount of funds available in our account this past fiscal year.

As a board, the past few years we have been working to save for construction of a building to house our mowing equipment. We put the job out for bid and are excited for the completed construction of a modest 24x30 pole barn building.

Two years ago, we were gifted some land that will allow us to grow into a Phase II of our cemetery in future years. With this in mind, we are now in the planning stage to start planting trees and prepping the ground with water accessibility.

All the new and continued improvements require budgeting and managing our funds with the 2 mills.

S-B RESERVE DESCRIPTION

None

S-C

Names of Board Members	Date of End of Term
KATE JACKSON	1/1/24
RUTH VAUGHN	1/1/24
HOLLY CROWLEY	1/1/24
ROB HELLBAUM	1/1/26
HENRY BOCHARDT	1/1/26
DENNIS BAKER	1/1/26

Does the district have regular office hours exceeding 20 hours per week?	No
There are not any designated office hours, however, at any time, board members may be contacted to go over any documents as requested.	
W.S.16-12-303(c) requires special districts with office hours less than 20 per week to maintain copies of records at the county clerks office. Record format specified by county clerk.	

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

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		2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Pending Approval
S-1	Total Budgeted Expenditures	\$8,733	\$72,488	\$35,538	\$35,538
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	\$73,086	\$69,233	\$42,610	\$42,610
S-5	<i>Amount requested from County Commissioners</i>	\$20,363	\$18,000	\$20,000	\$20,000
S-6 Additional Funding Needed :				\$0	\$0
Projected Surplus:				\$7,072	\$7,072

REVENUE SUMMARY		2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Pending Approval
S-7	Operating Revenues	\$700	\$150	\$250	\$250
S-8	Tax levy (From the County Treasurer)	\$20,363	\$18,000	\$20,000	\$20,000
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	\$1,494	\$554	\$805	\$805
S-13	Other Forecasted Revenue	\$0	\$0	\$0	\$0

S-14	Total Revenue	\$22,557	\$18,704	\$21,055	\$21,055
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FY 7/1/23-6/30/24 CHUGWATER CEMETERY DISTRICT

EXPENDITURE SUMMARY		2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Pending Approval
S-15	Capital Outlay	\$151	\$55,500	\$14,500	\$14,500
S-16	Interest and Fees On Debt	\$0	\$0	\$0	\$0
S-17	Administration	\$58	\$0	\$350	\$350
S-18	Operations	\$7,014	\$15,388	\$18,388	\$18,388
S-19	Indirect Costs	\$1,510	\$1,600	\$2,300	\$2,300
S-20R	Expenditures paid by Reserves	\$0	\$0	\$0	\$0
S-20	Total Expenditures	\$8,733	\$72,488	\$35,538	\$35,538

DEBT SUMMARY		2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Pending Approval
S-21	Principal Paid on Debt	\$0	\$0	\$0	\$0

CASH AND INVESTMENTS		2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Pending Approval
S-22	TOTAL GENERAL FUNDS	\$50,529	\$50,529	\$21,555	\$21,555

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

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

Date adopted by Special District _____

DISTRICT ADDRESS: PO BOX 34
CHUGWATER WY 82210

PREPARED BY: H. CROWLEY

DISTRICT PHONE: 970-396-5751

Proposed Budget

CHUGWATER CEMETERY DISTRICT
 NAME OF DISTRICT/BOARD _____

FYE 6/30/2024

PROPERTY TAXES AND ASSESSMENTS

	DOA Chart of Accounts	2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Pending Approval
R-1 Property Taxes and Assessments Received					
R-1.1 Tax Levy (From the County Treasurer)	4001	\$20,363	\$18,000	\$20,000	\$20,000
R-1.2 Other County Support (see note on the right)	4005				

FORECASTED REVENUE

	DOA Chart of Accounts	2021-2022 Actual	2022-2023 Estimated	2023-2024 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	\$700	\$150	\$250	\$250
R-3.3 Other Assessments	4503				
R-3.4 Total Operating Revenues		\$700	\$150	\$250	\$250
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	\$5	\$4	\$5	\$5
R-5.2 Other: Specify _____	4500				
R-5.3 Other: See Additior See Additional Details		\$1,489	\$550	\$800	\$800
R-5.4 Total Miscellaneous		\$1,494	\$554	\$805	\$805
R-5.5 Total Forecasted Revenue		\$2,194	\$704	\$1,055	\$1,055
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 6/30/2024

CAPITAL OUTLAY BUDGET

	DOA Chart of Accounts	2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Pending Approval
E-1	Capital Outlay				
E-1.1	Real Property	\$151	\$55,000	\$2,500	\$2,500
E-1.2	Vehicles				
E-1.3	Office Equipment				
E-1.4	Other (Specify)				
E-1.5	Repairs & Equipment	\$0	\$500	\$2,000	\$2,000
E-1.6	Water System & Trees			\$10,000	\$10,000
E-1.7					
E-1.8	TOTAL CAPITAL OUTLAY	\$151	\$55,500	\$14,500	\$14,500

ADMINISTRATION BUDGET

	DOA Chart of Accounts	2021-2022 Actual	2022-2023 Estimated	2023-2024 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	\$58		\$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	Printing				
E-5.7	Election Expenses	\$0	\$0	\$150	\$150
E-5.8					
E-6	TOTAL ADMINISTRATION	\$58	\$0	\$350	\$350

Proposed Budget

CHUGWATER CEMETERY DISTRICT

FYE 6/30/2024

OPERATIONS BUDGET

	DOA Chart of Accounts	2021-2022 Actual	2022-2023 Estimated	2023-2024 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	\$0	\$38	\$38
E-8.4	_____	7212			
E-8.5	_____				
E-9	Operating supplies (List)				
E-9.1	Building Maintenance	7220	\$0	\$1,000	\$1,000
E-9.2	Maintenance Advertising	7220	\$0	\$0	
E-9.3	Grounds Maintenance	7220	\$0	\$0	\$2,500
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	\$216	\$600	\$600
E-11.4	Misc Maintenance	7400	\$0	\$5,000	\$5,000
E-11.5	_____				
E-12	Other operations (Specify)				
E-12.1	Fuel for Mowing	7450	\$317	\$500	\$500
E-12.2	Electricity	7450	\$806	\$500	\$1,000
E-12.3	Tree Maintenance	7450	\$1,000	\$3,000	\$3,000
E-12.4	Machine Hire	7450	\$175	\$250	\$250
E-12.5	_____				
E-13	TOTAL OPERATIONS		\$7,014	\$15,388	\$18,388

Proposed Budget

CHUGWATER CEMETERY DISTRICT

FYE 6/30/2024

INDIRECT COSTS BUDGET

	DOA Chart of Accounts	2021-2022 Actual	2022-2023 Estimated	2023-2024 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	\$1,410	\$1,500	\$2,200	\$2,200
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		\$1,510	\$1,600	\$2,300	\$2,300

DEBT SERVICE BUDGET

	DOA Chart of Accounts	2021-2022 Actual	2022-2023 Estimated	2023-2024 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 6/30/2024

GENERAL FUNDS

		End of Year	Beginning	Beginning		
		2021-2022	2022-2023	2023-2024	Pending	
		Actual	Estimated	Proposed	Approval	
C-1	Balances at Beginning of Fiscal Year	DOA Chart of Accounts				
C-1.1	General Fund Checking	1010	\$50,529	\$50,529	\$21,555	\$21,555
C-1.2	Savings and Investments	1040		\$0		
C-1.3	General Fund CD Balance	1050		\$0		
C-1.4	All Other Funds	1020		\$0		
C-1.5	Reserves (From Below)		\$0	\$0	\$0	\$0
C-1.6	Total Estimated Cash and Investments on Hand		\$50,529	\$50,529	\$21,555	\$21,555
C-2	General Fund Reductions:	2010				
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		\$50,529	\$50,529	\$21,555	\$21,555

C-3	SINKING & DEBT SERVICE FUNDS	DOA Chart of Accounts				
		1070				

		2021-2022	2022-2023	2023-2024	Pending
		Actual	Estimated	Proposed	Approval
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

C-4	RESERVES	1090				

		2021-2022	2022-2023	2023-2024	Pending
		Actual	Estimated	Proposed	Approval
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

C-5	BOND FUNDS	1060				

		2021-2022	2022-2023	2023-2024	Pending
		Actual	Estimated	Proposed	Approval
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