

## Proposed Budget

| Glenrock Cemetery District |   |
|----------------------------|---|
| Budget Hearing Information |   |
| 800 S. 4th                 | Location: St.Louis Catholic Church community room |
| Glenrock, WY 82637         | Date: 6/9/2020                                    |
| 307-436-2569               | Time: 4pm   |
| Converse County            | Budget Prepared by: Darin Young                   |

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

The Glenrock cemetery district has had no major changes in the operation of the district. There have been no unexpected increases to revenues. GCD is continuing the capitol project in the current fiscal year and is nearing completion and will continue as funding allows. No ending date to this project has been projected.

**S-B RESERVE DESCRIPTION**

\$50,000 In our Depreciation Reserve - (CD's) and \$60,000 in our Emergency Reserve -(CD's)

**S-C**

| Names of Board Members | Date of End of Term |
|------------------------|---------------------|
| Carolyn Lehner         | 7/31/22             |
| Lana Richardson        | 7/31/22             |
| John Dehler            | 7/31/22             |
| Ron Yates              | 7/31/20             |
| Victor Ohman           | 7/31/20             |
| Robert Nunn            | 7/31/20             |
| John Kenfield          | 7/31/20             |
|                        |                     |
|                        |                     |
|                        |                     |
|                        |                     |

Does the district have regular office hours exceeding 20 hours per week?  Yes

**If Yes, enter**

Address of office: 800 S. 4th

City, State, Zip: Glenrock, WY 82637

Phone Number: 307-436-2569

Hours Open: 7am-4pm Monday-Friday

Where are the minutes of your board meeting available for public review?

At the office

How and where are the notices of meeting posted for the public?

Glenrock Independent Newspaper

Where are the public meetings held?

At the office / more recently due to Covid 19 -at the catholic church community room

## PROPOSED BUDGET SUMMARY

| OVERVIEW |   | 2018-2019<br>Actual | 2019-2020<br>Estimated | 2020-2021<br>Proposed | Pending<br>Approval |
|----------|---|---------------------|------------------------|-----------------------|---------------------|
| S-1      | <b>Total Budgeted Expenditures</b>                          | \$384,331           | \$568,068              | \$498,600             | \$498,600           |
| S-2      | <b>Total Principal to Pay on Debt</b>                       | \$0                 | \$0                    | \$0                   | \$0                 |
| S-3      | <b>Total Change to Restricted Funds</b>                     | -\$30,000           | \$30,000               | \$0                   | \$0                 |
| S-4      | <b>Total General Fund and Forecasted Revenues Available</b> | \$792,762           | \$1,092,762            | \$547,465             | \$547,465           |
| S-5      | <i>Amount requested from County Commissioners</i>           | \$100,000           | \$400,000              | \$275,000             | \$275,000           |
| S-6      | <b>Additional Funding Needed :</b>                          |                     |                        | <b>\$0</b>            | <b>\$0</b>          |

| REVENUE SUMMARY |   | 2018-2019<br>Actual | 2019-2020<br>Estimated | 2020-2021<br>Proposed | Pending<br>Approval |
|-----------------|---|---------------------|------------------------|-----------------------|---------------------|
| S-7             | <b>Operating Revenues</b>                         | \$5,800             | \$5,800                | \$5,800               | \$5,800             |
| S-8             | <b>Tax levy (From the County Treasurer)</b>       | \$100,000           | \$400,000              | \$275,000             | \$275,000           |
| S-9             | <b>Government Support</b>                         | \$0                 | \$0                    | \$0                   | \$0                 |
| S-10            | <b>Grants</b>                                     | \$0                 | \$0                    | \$0                   | \$0                 |
| S-11            | <b>Other County Support (Not from Co. Treas.)</b> | \$0                 | \$0                    | \$0                   | \$0                 |
| S-12            | <b>Miscellaneous</b>                              | \$1,000             | \$1,000                | \$1,000               | \$1,000             |
| S-13            | <b>Other Forecasted Revenue</b>                   | \$0                 | \$0                    | \$0                   | \$0                 |

|      |                      |   |           |           |           |
|------|----------------------|---|-----------|-----------|-----------|
| S-14 | <b>Total Revenue</b> | \$106,800   | \$406,800 | \$281,800 | \$281,800 |
|      |                      | FY 7/1/20-6/30/21 <span style="float: right;">Glenrock Cemetery District</span> |           |           |           |

| EXPENDITURE SUMMARY |                                      | 2018-2019<br>Actual | 2019-2020<br>Estimated | 2020-2021<br>Proposed | Pending<br>Approval |
|---------------------|--------------------------------------|---------------------|------------------------|-----------------------|---------------------|
| S-15                | <b>Capital Outlay</b>                | \$62,500            | \$233,500              | \$65,000              | \$65,000            |
| S-16                | <b>Interest and Fees On Debt</b>     | \$0                 | \$0                    | \$0                   | \$0                 |
| S-17                | <b>Administration</b>                | \$70,700            | \$82,200               | \$75,600              | \$75,600            |
| S-18                | <b>Operations</b>                    | \$133,500           | \$140,500              | \$179,000             | \$179,000           |
| S-19                | <b>Indirect Costs</b>                | \$87,631            | \$111,868              | \$119,000             | \$119,000           |
| S-20R               | <b>Expenditures paid by Reserves</b> | \$30,000            | \$0                    | \$60,000              | \$60,000            |
| S-20                | <b>Total Expenditures</b>            | \$384,331           | \$568,068              | \$498,600             | \$498,600           |

| DEBT SUMMARY |                               | 2018-2019<br>Actual | 2019-2020<br>Estimated | 2020-2021<br>Proposed | Pending<br>Approval |
|--------------|-------------------------------|---------------------|------------------------|-----------------------|---------------------|
| S-21         | <b>Principal Paid on Debt</b> | \$0                 | \$0                    | \$0                   | \$0                 |

| CASH AND INVESTMENTS |                            | 2018-2019<br>Actual | 2019-2020<br>Estimated | 2020-2021<br>Proposed | Pending<br>Approval |
|----------------------|----------------------------|---------------------|------------------------|-----------------------|---------------------|
| S-22                 | <b>TOTAL GENERAL FUNDS</b> | \$685,962           | \$685,962              | \$265,665             | \$265,665           |

| Summary of Reserve Funds |  |                  |                  |                  |                  |
|--------------------------|--|------------------|------------------|------------------|------------------|
| S-23                     | <b>Beginning Balance in Reserve Accounts</b> |                  |                  |                  |                  |
| S-24                     | a. Sinking and Debt Service Funds            | \$0              | \$0              | \$0              | \$0              |
| S-25                     | b. Reserves                                  | \$110,000        | \$80,000         | \$110,000        | \$110,000        |
| S-26                     | c. Bond Funds                                | \$0              | \$0              | \$0              | \$0              |
|                          | <b>Total Reserves (a+b+c)</b>                | <b>\$110,000</b> | <b>\$80,000</b>  | <b>\$110,000</b> | <b>\$110,000</b> |
| S-27                     | <b>Amount to be added</b>                    |                  |                  |                  |                  |
| S-28                     | a. Sinking and Debt Service Funds            | \$0              | \$0              | \$0              | \$0              |
| S-29                     | b. Reserves                                  | \$0              | \$30,000         | \$60,000         | \$60,000         |
| S-30                     | c. Bond Funds                                | \$0              | \$0              | \$0              | \$0              |
|                          | <b>Total to be added (a+b+c)</b>             | <b>\$0</b>       | <b>\$30,000</b>  | <b>\$60,000</b>  | <b>\$60,000</b>  |
| S-31                     | <b>Subtotal</b>                              | \$110,000        | \$110,000        | \$170,000        | \$170,000        |
| S-32                     | <b>Less Total to be spent</b>                | \$30,000         | \$0              | \$60,000         | \$60,000         |
| S-33                     | <b>TOTAL RESERVES AT END OF FISCAL YEAR</b>  | <b>\$80,000</b>  | <b>\$110,000</b> | <b>\$110,000</b> | <b>\$110,000</b> |

*End of Summary*

Date adopted by Special District \_\_\_\_\_

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

**DISTRICT ADDRESS:** 800 S. 4th  
Glenrock, WY 82637

**PREPARED BY:** Darin Young

**DISTRICT PHONE:** 307-436-2569

# Proposed Budget

Glenrock Cemetery District  
 NAME OF DISTRICT/BOARD \_\_\_\_\_

FYE 6/30/2021 \_\_\_\_\_

## PROPERTY TAXES AND ASSESSMENTS

|  | 2018-2019<br>Actual | 2019-2020<br>Estimated | 2020-2021<br>Proposed | Pending<br>Approval |
|--|---------------------|------------------------|-----------------------|---------------------|
| <b>R-1 Property Taxes and Assessments Received</b> |                     |                        |                       |                     |
| R-1.1 Tax Levy (From the County Treasurer)         | \$100,000           | \$400,000              | \$275,000             | \$275,000           |
| R-1.2 Other County Support                         |                     |                        |                       |                     |

## FORECASTED REVENUE

|  | 2018-2019<br>Actual | 2019-2020<br>Estimated | 2020-2021<br>Proposed | Pending<br>Approval |
|--|---------------------|------------------------|-----------------------|---------------------|
| <b>R-2 Revenues from Other Governments</b>         |                     |                        |                       |                     |
| 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 <b>Total Government Support</b>              | \$0                 | \$0                    | \$0                   | \$0                 |
| <b>R-3 Operating Revenues</b>                      |                     |                        |                       |                     |
| R-3.1 Customer Charges                             |                     |                        |                       |                     |
| R-3.2 Sales of Goods or Services                   | \$5,800             | \$5,800                | \$5,800               | \$5,800             |
| R-3.3 Other Assessments                            |                     |                        |                       |                     |
| R-3.4 <b>Total Operating Revenues</b>              | \$5,800             | \$5,800                | \$5,800               | \$5,800             |
| <b>R-4 Grants</b>                                  |                     |                        |                       |                     |
| R-4.1 Direct Federal Grants                        |                     |                        |                       |                     |
| R-4.2 Federal Grants thru State Agencies           |                     |                        |                       |                     |
| R-4.3 Grants from State Agencies                   |                     |                        |                       |                     |
| R-4.4 <b>Total Grants</b>                          | \$0                 | \$0                    | \$0                   | \$0                 |
| <b>R-5 Miscellaneous Revenue</b>                   |                     |                        |                       |                     |
| R-5.1 Interest                                     | \$1,000             | \$1,000                | \$1,000               | \$1,000             |
| R-5.2 Other: Specify _____                         |                     |                        |                       |                     |
| R-5.3 Other: Additional _____                      |                     |                        |                       |                     |
| R-5.4 <b>Total Miscellaneous</b>                   | \$1,000             | \$1,000                | \$1,000               | \$1,000             |
| R-5.5 <b>Total Forecasted Revenue</b>              | \$6,800             | \$6,800                | \$6,800               | \$6,800             |
| <b>R-6 Other Forecasted Revenue</b>                |                     |                        |                       |                     |
| 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 <b>Total Other Forecasted Revenue (a+b)</b>  | \$0                 | \$0                    | \$0                   | \$0                 |

# Proposed Budget

Glenrock Cemetery District  
 NAME OF DISTRICT/BOARD

FYE 6/30/2021

## CAPITAL OUTLAY BUDGET

|            |                             | 2018-2019<br>Actual | 2019-2020<br>Estimated | 2020-2021<br>Proposed | Pending<br>Approval |
|------------|-----------------------------|---------------------|------------------------|-----------------------|---------------------|
| <b>E-1</b> | <b>Capital Outlay</b>       |                     |                        |                       |                     |
| E-1.1      | Real Property               |                     |                        |                       |                     |
| E-1.2      | Vehicles                    |                     |                        |                       |                     |
| E-1.3      | Office Equipment            | \$2,500             | \$3,500                | \$0                   |                     |
| E-1.4      | Other (Specify)             |                     |                        |                       |                     |
| E-1.5      | <u>Cemetery Expansion</u>   | \$50,000            | \$200,000              | \$50,000              | \$50,000            |
| E-1.6      | <u>Equipment Purchase</u>   | \$10,000            | \$30,000               | \$15,000              | \$15,000            |
| E-1.7      |                             |                     |                        |                       |                     |
| E-1.8      | <b>TOTAL CAPITAL OUTLAY</b> | <b>\$62,500</b>     | <b>\$233,500</b>       | <b>\$65,000</b>       | <b>\$65,000</b>     |

## ADMINISTRATION BUDGET

|            |                                      | 2018-2019<br>Actual | 2019-2020<br>Estimated | 2020-2021<br>Proposed | Pending<br>Approval |
|------------|--------------------------------------|---------------------|------------------------|-----------------------|---------------------|
| <b>E-2</b> | <b>Personnel Services</b>            |                     |                        |                       |                     |
| E-2.1      | Administrator                        | \$54,000            | \$55,000               | \$55,000              | \$55,000            |
| E-2.2      | Secretary                            |                     |                        |                       |                     |
| E-2.3      | Clerical                             | \$5,000             | \$5,000                | \$5,000               | \$5,000             |
| E-2.4      | Other (Specify)                      |                     |                        |                       |                     |
| E-2.5      |                                      |                     |                        |                       |                     |
| E-2.6      |                                      |                     |                        |                       |                     |
| E-2.7      |                                      |                     |                        |                       |                     |
| <b>E-3</b> | <b>Board Expenses</b>                |                     |                        |                       |                     |
| E-3.1      | Travel                               |                     |                        |                       |                     |
| E-3.2      | Mileage                              |                     |                        |                       |                     |
| E-3.3      | Other (Specify)                      |                     |                        |                       |                     |
| E-3.4      | <u>Election</u>                      | \$500               | \$0                    | \$200                 | \$200               |
| E-3.5      |                                      |                     |                        |                       |                     |
| E-3.6      |                                      |                     |                        |                       |                     |
| <b>E-4</b> | <b>Contractual Services</b>          |                     |                        |                       |                     |
| E-4.1      | Legal                                | \$3,500             | \$3,500                | \$3,500               | \$3,500             |
| E-4.2      | Accounting/Auditing                  |                     | \$10,000               | \$3,000               | \$3,000             |
| E-4.3      | Other (Specify)                      |                     |                        |                       |                     |
| E-4.4      |                                      |                     |                        |                       |                     |
| E-4.5      |                                      |                     |                        |                       |                     |
| E-4.6      |                                      |                     |                        |                       |                     |
| <b>E-5</b> | <b>Other Administrative Expenses</b> |                     |                        |                       |                     |
| E-5.1      | Office Supplies                      | \$0                 | \$0                    | \$700                 | \$700               |
| E-5.2      | Office equipment, rent & repair      | \$1,000             | \$1,000                | \$1,000               | \$1,000             |
| E-5.3      | Education                            | \$1,500             | \$1,500                | \$1,500               | \$1,500             |
| E-5.4      | Registrations                        |                     |                        | \$500                 | \$500               |
| E-5.5      | Other (Specify)                      |                     |                        |                       |                     |
| E-5.6      | <u>Postage</u>                       | \$200               | \$200                  | \$200                 | \$200               |
| E-5.7      | <u>Utilities</u>                     | \$5,000             | \$6,000                | \$5,000               | \$5,000             |
| E-5.8      |                                      |                     |                        |                       |                     |
| <b>E-6</b> | <b>TOTAL ADMINISTRATION</b>          | <b>\$70,700</b>     | <b>\$82,200</b>        | <b>\$75,600</b>       | <b>\$75,600</b>     |

# Proposed Budget

Glenrock Cemetery District

FYE 6/30/2021

## OPERATIONS BUDGET

|             |  |  | 2018-2019<br>Actual | 2019-2020<br>Estimated | 2020-2021<br>Proposed | Pending<br>Approval |
|-------------|--|--|---------------------|------------------------|-----------------------|---------------------|
| <b>E-7</b>  | <b>Personnel Services</b>              |  |                     |                        |                       |                     |
| E-7.1       | Wages--Operations                      |  | \$79,000            | \$82,000               | \$82,000              | \$82,000            |
| E-7.2       | Service Contracts                      |  |                     |                        |                       |                     |
| E-7.3       | Other (Specify)                        |  |                     |                        |                       |                     |
| E-7.4       | Payroll Other                          |  | \$9,000             | \$6,000                | \$9,000               | \$9,000             |
| E-7.5       |  |  |                     |                        |                       |                     |
| E-7.6       |  |  |                     |                        |                       |                     |
| <b>E-8</b>  | <b>Travel</b>                          |  |                     |                        |                       |                     |
| E-8.1       | Mileage                                |  |                     |                        |                       |                     |
| E-8.2       | Other (Specify)                        |  |                     |                        |                       |                     |
| E-8.3       |  |  |                     |                        |                       |                     |
| E-8.4       |  |  |                     |                        |                       |                     |
| E-8.5       |  |  |                     |                        |                       |                     |
| <b>E-9</b>  | <b>Operating supplies (List)</b>       |  |                     |                        |                       |                     |
| E-9.1       | Fuel                                   |  | \$3,000             | \$4,000                | \$4,000               | \$4,000             |
| E-9.2       | Horticulture                           |  | \$3,000             | \$4,000                | \$6,000               | \$6,000             |
| E-9.3       | Plot/Graves                            |  | \$3,000             | \$3,000                | \$6,000               | \$6,000             |
| E-9.4       | Water/Irrigation                       |  | \$20,000            | \$25,000               | \$30,000              | \$30,000            |
| E-9.5       |  |  |                     |                        |                       |                     |
| <b>E-10</b> | <b>Program Services (List)</b>         |  |                     |                        |                       |                     |
| E-10.1      | Quickbooks Payroll                     |  | \$500               | \$500                  | \$500                 | \$500               |
| E-10.2      |  |  |                     |                        |                       |                     |
| E-10.3      |  |  |                     |                        |                       |                     |
| E-10.4      |  |  |                     |                        |                       |                     |
| E-10.5      |  |  |                     |                        |                       |                     |
| <b>E-11</b> | <b>Contractual Arrangements (List)</b> |  |                     |                        |                       |                     |
| E-11.1      |  |  |                     |                        |                       |                     |
| E-11.2      |  |  |                     |                        |                       |                     |
| E-11.3      |  |  |                     |                        |                       |                     |
| E-11.4      |  |  |                     |                        |                       |                     |
| E-11.5      |  |  |                     |                        |                       |                     |
| <b>E-12</b> | <b>Other operations (Specify)</b>      |  |                     |                        |                       |                     |
| E-12.1      | Repairs                                |  | \$12,000            | \$12,000               | \$12,000              | \$12,000            |
| E-12.2      | Tools/Hardware                         |  | \$2,000             | \$2,000                | \$3,500               | \$3,500             |
| E-12.3      | Equipment Rentals                      |  | \$1,000             | \$1,000                | \$1,000               | \$1,000             |
| E-12.4      | General Labor                          |  | \$1,000             | \$1,000                | \$25,000              | \$25,000            |
| E-12.5      |  |  |                     |                        |                       |                     |
| <b>E-13</b> | <b>TOTAL OPERATIONS</b>                |  | <b>\$133,500</b>    | <b>\$140,500</b>       | <b>\$179,000</b>      | <b>\$179,000</b>    |

# Proposed Budget

Glenrock Cemetery District

FYE 6/30/2021

## INDIRECT COSTS BUDGET

|             |                                |  | 2018-2019<br>Actual | 2019-2020<br>Estimated | 2020-2021<br>Proposed | Pending<br>Approval |
|-------------|--------------------------------|--|---------------------|------------------------|-----------------------|---------------------|
| <b>E-14</b> | <b>Insurance</b>               |  |                     |                        |                       |                     |
| E-14.1      | Liability                      |  |                     |                        |                       |                     |
| E-14.2      | Buildings and vehicles         |  |                     |                        |                       |                     |
| E-14.3      | Equipment                      |  | \$4,500             | \$5,000                | \$7,000               | \$7,000             |
| E-14.4      | Other (Specify)                |  |                     |                        |                       |                     |
| E-14.5      | _____                          |  |                     |                        |                       |                     |
| E-14.6      | _____                          |  |                     |                        |                       |                     |
| E-14.7      |                                |  |                     |                        |                       |                     |
| <b>E-15</b> | <b>Indirect payroll costs:</b> |  |                     |                        |                       |                     |
| E-15.1      | FICA (Social Security) taxes   |  | \$10,863            | \$11,000               | \$12,000              | \$12,000            |
| E-15.2      | Workers Compensation           |  | \$3,068             | \$3,068                | \$3,500               | \$3,500             |
| E-15.3      | Unemployment Taxes             |  | \$0                 | \$5,000                | \$3,000               | \$3,000             |
| E-15.4      | Retirement                     |  | \$12,600            | \$15,000               | \$17,000              | \$17,000            |
| E-15.5      | Health Insurance               |  | \$50,000            | \$65,000               | \$70,000              | \$70,000            |
| E-15.6      | Other (Specify)                |  |                     |                        |                       |                     |
| E-15.7      | D&O Treasurers Bond            |  | \$2,000             | \$2,000                | \$2,000               | \$2,000             |
| E-15.8      | Vision/Dental                  |  | \$3,100             | \$4,300                | \$4,500               | \$4,500             |
| E-15.9      | see additional details         |  | \$1,500             | \$1,500                |                       |                     |
| <b>E-17</b> | <b>TOTAL INDIRECT COSTS</b>    |  | <b>\$87,631</b>     | <b>\$111,868</b>       | <b>\$119,000</b>      | <b>\$119,000</b>    |

## DEBT SERVICE BUDGET

|            |                           |  | 2018-2019<br>Actual | 2019-2020<br>Estimated | 2020-2021<br>Proposed | Pending<br>Approval |
|------------|---------------------------|--|---------------------|------------------------|-----------------------|---------------------|
| <b>D-1</b> | <b>Debt Service</b>       |  |                     |                        |                       |                     |
| D-1.1      | Principal                 |  |                     |                        |                       |                     |
| D-1.2      | Interest                  |  |                     |                        |                       |                     |
| D-1.3      | Fees                      |  |                     |                        |                       |                     |
| <b>D-2</b> | <b>TOTAL DEBT SERVICE</b> |  | <b>\$0</b>          | <b>\$0</b>             | <b>\$0</b>            | <b>\$0</b>          |

# Proposed Budget

Glenrock Cemetery District  
 NAME OF DISTRICT/BOARD

FYE 6/30/2021

## GENERAL FUNDS

|   | 2018-2019<br>Actual | 2019-2020<br>Estimated | Beginning             |                     |
|---|---------------------|------------------------|-----------------------|---------------------|
|   |                     |                        | 2020-2021<br>Proposed | Pending<br>Approval |
| <b>C-1 Balances at Beginning of Fiscal Year</b>           |                     |                        |                       |                     |
| C-1.1 General Fund Checking Account Balance               | \$685,962           | \$685,962              | \$265,665             | \$265,665           |
| 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)                               | \$80,000            | \$80,000               | \$110,000             | \$110,000           |
| C-1.6 <b>Total Estimated Cash and Investments on Hand</b> | <b>\$765,962</b>    | <b>\$765,962</b>       | <b>\$375,665</b>      | <b>\$375,665</b>    |
| <b>C-2 General Fund Reductions:</b>                       |                     |                        |                       |                     |
| C-2.1 a. Unpaid bills at FYE                              |                     |                        | \$221,500             | \$221,500           |
| C-2.2 b. Reserves   | \$80,000            | \$110,000              | \$110,000             | \$110,000           |
| C-2.3 <b>Total Deductions (a+b)</b>                       | <b>\$80,000</b>     | <b>\$110,000</b>       | <b>\$331,500</b>      | <b>\$331,500</b>    |
| C-2.4 <b>Estimated Non-Restricted Funds Available</b>     | <b>\$685,962</b>    | <b>\$655,962</b>       | <b>\$44,165</b>       | <b>\$44,165</b>     |

## SINKING & DEBT SERVICE FUNDS

|   | 2018-2019<br>Actual | 2019-2020<br>Estimated | 2020-2021<br>Proposed | Pending<br>Approval |
|---|---------------------|------------------------|-----------------------|---------------------|
| <b>C-3</b>  |                     |                        |                       |                     |
| C-3.1 Beginning Balance in Reserve Account (end of previous year) |                     | \$0                    | \$0                   |                     |
| C-3.2 Date of Reserve Approval in Minutes: _____                  |                     |                        |                       |                     |
| C-3.3 Amount to be added to the reserve                           |                     |                        |                       |                     |
| C-3.4 Date of Reserve Approval in Minutes: _____                  |                     |                        |                       |                     |
| C-3.5 <b>SUB-TOTAL</b>  | <b>\$0</b>          | <b>\$0</b>             | <b>\$0</b>            | <b>\$0</b>          |
| 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 Date of Reserve Approval in Minutes: _____                 |                     |                        |                       |                     |
| C-3.11 <b>TOTAL CAPITAL OUTLAY (a+b+c)</b>                        | <b>\$0</b>          | <b>\$0</b>             | <b>\$0</b>            | <b>\$0</b>          |
| C-3.12 Balance to be retained                                     | \$0                 | \$0                    | \$0                   | \$0                 |

## RESERVES

|   | 2018-2019<br>Actual | 2019-2020<br>Estimated | 2020-2021<br>Proposed | Pending<br>Approval |
|---|---------------------|------------------------|-----------------------|---------------------|
| <b>C-4</b>  |                     |                        |                       |                     |
| C-4.1 Beginning Balance in Reserve Account (end of previous year) | \$110,000           | \$80,000               | \$110,000             | \$110,000           |
| C-4.2 Date of Reserve Approval in Minutes: _____                  |                     |                        |                       |                     |
| C-4.3 Amount to be added to the reserve                           |                     | \$30,000               | \$60,000              | \$60,000            |
| C-4.4 Date of Reserve Approval in Minutes: _____                  |                     |                        |                       |                     |
| C-4.5 <b>SUB-TOTAL</b>  | <b>\$110,000</b>    | <b>\$110,000</b>       | <b>\$170,000</b>      | <b>\$170,000</b>    |
| C-4.6 Identify the amount and project to be spent                 |                     |                        |                       |                     |
| C-4.7 a. Depreciation Reserve                                     | \$30,000            |                        | \$30,000              | \$30,000            |
| C-4.8 b. Emergency Reserve  |                     |                        | \$30,000              | \$30,000            |
| C-4.9 c. _____  |                     |                        |                       |                     |
| C-4.10 Date of Reserve Approval in Minutes: _____                 |                     |                        |                       |                     |
| C-4.11 <b>TOTAL OTHER RESERVE OUTLAY (a+b+c)</b>                  | <b>\$30,000</b>     | <b>\$0</b>             | <b>\$60,000</b>       | <b>\$60,000</b>     |
| C-4.12 Balance to be retained                                     | \$80,000            | \$110,000              | \$110,000             | \$110,000           |

## BOND FUNDS

|   | 2018-2019<br>Actual | 2019-2020<br>Estimated | 2020-2021<br>Proposed | Pending<br>Approval |
|---|---------------------|------------------------|-----------------------|---------------------|
| <b>C-5</b>  |                     |                        |                       |                     |
| C-5.1 Beginning Balance in Reserve Account (end of previous year) |                     | \$0                    | \$0                   |                     |
| C-5.2 Date of Reserve Approval in Minutes: _____                  |                     |                        |                       |                     |
| C-5.3 Amount to be added to the reserve                           |                     |                        |                       |                     |
| C-5.4 Date of Reserve Approval in Minutes: _____                  |                     |                        |                       |                     |
| C-5.5 <b>SUB-TOTAL</b>  | <b>\$0</b>          | <b>\$0</b>             | <b>\$0</b>            | <b>\$0</b>          |
| C-5.6 Identify the amount and project to be spent                 |                     |                        |                       |                     |
| C-5.7 Date of Reserve Approval in Minutes: _____                  |                     |                        |                       |                     |
| C-5.8 Balance to be retained                                      | \$0                 | \$0                    | \$0                   | \$0                 |
| C-5.9 <b>TOTAL TO BE SPENT</b>                                    | <b>\$30,000</b>     | <b>\$0</b>             | <b>\$60,000</b>       | <b>\$60,000</b>     |

