

Final Budget

Glenrock Hospital District	
Budget Hearing Information	
PO Box 786	Location: 925 West Birch
Glenrock, WY 82637	Date: 7/9/2020
307-436-9206	Time: 6:00PM
Converse County	Budget Prepared by: Melanie Cielinski

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

For the upcoming fiscal year ending June 30, 2021, Glenrock Hospital District has budgeted to expend a total of \$2,120,000 in the following categories: Administration \$543,000, General Operations \$ 1,196,000, Indirect Costs \$296,000 and Capital Outlay of \$85,000. These expenditures will be financed from the following anticipated revenue sources: Operations\$1,355,000, Rent, Interest Income and Misc. \$29,200, Existing General Funds \$474,509 and Anticipated Tax Revenues of \$500,000. Additional details to the above figures are available at the Hospital District Office. The Glenrock Hospitia Board of Trustees respectfully submits this buget for approval.

S-B RESERVE DESCRIPTION

NA

S-C

Names of Board Members	Date of End of Term
John Moulton	12/31/20
Kate Anfinson	12/31/20
Sharon Burns	12/31/22
Melody Dugan	12/31/22
Linida Care-Smith	12/31/22

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

If Yes, enter

Address of office: 925 W Birch

City, State, Zip: Glenrock, WY 82637

Phone Number: 307-436-9206

Hours Open: COVID Hours 7:30am-3:00pm

Where are the minutes of your board meeting available for public review?
 Administration Office at 925 W Birch, Glenrock, WY

How and where are the notices of meeting posted for the public?
 Glenrock Independent/Douglas Budget

Where are the public meetings held?
 Glenrock Health Center 925 W Birch

FINAL BUDGET SUMMARY

OVERVIEW		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval
S-1	Total Budgeted Expenditures	\$1,755,970	\$1,825,152	\$2,120,000	\$2,120,000
S-2	Total Principal to Pay on Debt	\$0	\$74,900	\$0	\$0
S-3	Total Change to Restricted Funds	\$0	\$0	\$0	\$0
S-4	Total General Fund and Forecasted Revenues Available	\$3,271,972	\$3,488,222	\$3,358,709	\$3,358,709
S-5	<i>Amount requested from County Commissioners</i>	\$442,297	\$500,000	\$500,000	\$500,000
S-6	Additional Funding Needed :			\$0	\$0

REVENUE SUMMARY		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval
S-7	Operating Revenues	\$1,282,873	\$1,300,000	\$1,355,000	\$1,355,000
S-8	Tax levy (From the County Treasurer)	\$442,297	\$500,000	\$500,000	\$500,000
S-9	Government Support	\$6,160	\$18,700	\$0	\$0
S-10	Grants	\$742	\$127,626	\$0	\$0
S-11	Other County Support (Not from Co. Treas.)	\$0	\$0	\$0	\$0
S-12	Miscellaneous	\$12,178	\$12,069	\$12,200	\$12,200
S-13	Other Forecasted Revenue	\$13,910	\$16,015	\$17,000	\$17,000

S-14	Total Revenue	\$1,758,160	\$1,974,410	\$1,884,200	\$1,884,200
FY 7/1/20-6/30/21		Glenrock Hospital District			

EXPENDITURE SUMMARY		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval
S-15	Capital Outlay	\$88,830	\$56,842	\$85,000	\$85,000
S-16	Interest and Fees On Debt	\$0	\$0	\$0	\$0
S-17	Administration	\$453,103	\$473,984	\$543,000	\$543,000
S-18	Operations	\$989,298	\$1,055,700	\$1,196,000	\$1,196,000
S-19	Indirect Costs	\$224,739	\$238,626	\$296,000	\$296,000
S-20R	Expenditures paid by Reserves	\$0	\$0	\$0	\$0
S-20	Total Expenditures	\$1,755,970	\$1,825,152	\$2,120,000	\$2,120,000

DEBT SUMMARY		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval
S-21	Principal Paid on Debt	\$0	\$74,900	\$0	\$0

CASH AND INVESTMENTS		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval
S-22	TOTAL GENERAL FUNDS	\$1,513,812	\$1,513,812	\$1,474,509	\$1,474,509
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 786
Glenrock, WY 82637

PREPARED BY: Melanie Cielinski

DISTRICT PHONE: 307-436-9206

Final Budget

Glenrock Hospital District
 NAME OF DISTRICT/BOARD _____

FYE 6/30/2021 _____

PROPERTY TAXES AND ASSESSMENTS

		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval
R-1	Property Taxes and Assessments Received				
R-1.1	Tax Levy (From the County Treasurer)	\$442,297	\$500,000	\$500,000	\$500,000
R-1.2	Other County Support				

FORECASTED REVENUE

		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final 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		\$16,000		
R-2.4	Other (Specify) <u>Governmental Rent</u>	\$6,160	\$2,700		
R-2.5	Total Government Support	\$6,160	\$18,700	\$0	\$0
R-3	Operating Revenues				
R-3.1	Customer Charges	\$522,731	\$530,103	\$580,000	\$580,000
R-3.2	Sales of Goods or Services	\$760,142	\$769,897	\$775,000	\$775,000
R-3.3	Other Assessments				
R-3.4	Total Operating Revenues	\$1,282,873	\$1,300,000	\$1,355,000	\$1,355,000
R-4	Grants				
R-4.1	Direct Federal Grants	\$371	\$127,626		
R-4.2	Federal Grants thru State Agencies				
R-4.3	Grants from State Agencies	\$371			
R-4.4	Total Grants	\$742	\$127,626	\$0	\$0
R-5	Miscellaneous Revenue				
R-5.1	Interest	\$12,178	\$12,069	\$12,200	\$12,200
R-5.2	Other: Specify _____				
R-5.3	Other: Additional _____				
R-5.4	Total Miscellaneous	\$12,178	\$12,069	\$12,200	\$12,200
R-5.5	Total Forecasted Revenue	\$1,301,953	\$1,458,395	\$1,367,200	\$1,367,200
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	<u>Non Government Rent</u>	\$13,910	\$16,015	\$17,000	\$17,000
R-6.4	_____				
R-6.5	_____				
R-6.6	Total Other Forecasted Revenue (a+b)	\$13,910	\$16,015	\$17,000	\$17,000

Final Budget

Glenrock Hospital District
 NAME OF DISTRICT/BOARD

FYE 6/30/2021

CAPITAL OUTLAY BUDGET

		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval
E-1	Capital Outlay				
E-1.1	Real Property	\$11,816	\$20,000	\$35,000	\$35,000
E-1.2	Vehicles			\$30,000	\$30,000
E-1.3	Office Equipment	\$7,551	\$11,000	\$20,000	\$20,000
E-1.4	Other (Specify)				
E-1.5	<u>X-Ray</u>	\$69,463			
E-1.6	<u>Boiler</u>		\$25,842		
E-1.7					
E-1.8	TOTAL CAPITAL OUTLAY	\$88,830	\$56,842	\$85,000	\$85,000

ADMINISTRATION BUDGET

		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval
E-2	Personnel Services				
E-2.1	Administrator	\$282,313	\$290,000	\$315,000	\$315,000
E-2.2	Secretary				
E-2.3	Clerical	\$98,779	\$106,000	\$120,000	\$120,000
E-2.4	Other (Specify)				
E-2.5	<u>Pharmacy</u>				
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		\$1,384	\$5,000	\$5,000
E-4.2	Accounting/Auditing	\$13,600	\$13,600	\$16,000	\$16,000
E-4.3	Other (Specify)				
E-4.4					
E-4.5					
E-4.6					
E-5	Other Administrative Expenses				
E-5.1	Office Supplies	\$25,950	\$18,000	\$26,000	\$26,000
E-5.2	Office equipment, rent & repair	\$20,207	\$26,000	\$32,000	\$32,000
E-5.3	Education	\$9,054	\$12,000	\$17,000	\$17,000
E-5.4	Registrations	\$3,200	\$7,000	\$12,000	\$12,000
E-5.5	Other (Specify)				
E-5.6					
E-5.7					
E-5.8					
E-6	TOTAL ADMINISTRATION	\$453,103	\$473,984	\$543,000	\$543,000

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OPERATIONS BUDGET

		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval
E-7	Personnel Services				
E-7.1	Wages--Operations	\$305,347	\$300,000	\$340,000	\$340,000
E-7.2	Service Contracts	\$12,000	\$12,000	\$12,000	\$12,000
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	_____				
E-9.2	Advertising	\$12,809	\$8,300	\$13,000	\$13,000
E-9.3	_____				
E-9.4	_____				
E-9.5	_____				
E-10	Program Services (List)				
E-10.1	RX Meds & OTC Meds	\$639,802	\$712,000	\$800,000	\$800,000
E-10.2	Recruitment	\$2,000	\$5,400	\$10,000	\$10,000
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	\$17,340	\$18,000	\$21,000	\$21,000
E-12.2	_____				
E-12.3	_____				
E-12.4	_____				
E-12.5	_____				
E-13	TOTAL OPERATIONS	\$989,298	\$1,055,700	\$1,196,000	\$1,196,000

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FYE 6/30/2021

INDIRECT COSTS BUDGET

			2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval
E-14	Insurance					
E-14.1	Liability		\$15,213	\$9,250	\$20,000	\$20,000
E-14.2	Buildings and vehicles		\$8,324	\$8,376	\$9,000	\$9,000
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		\$59,229	\$60,000	\$65,000	\$65,000
E-15.2	Workers Compensation			\$1,000	\$12,000	\$12,000
E-15.3	Unemployment Taxes		\$4,336	\$10,000	\$20,000	\$20,000
E-15.4	Retirement		\$57,815	\$65,000	\$70,000	\$70,000
E-15.5	Health Insurance		\$79,822	\$85,000	\$100,000	\$100,000
E-15.6	Other (Specify)					
E-15.7	_____					
E-15.8	_____					
E-15.9						
E-17	TOTAL INDIRECT COSTS		\$224,739	\$238,626	\$296,000	\$296,000

DEBT SERVICE BUDGET

			2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval
D-1	Debt Service					
D-1.1	Principal			\$74,900		
D-1.2	Interest					
D-1.3	Fees					
D-2	TOTAL DEBT SERVICE		\$0	\$74,900	\$0	\$0

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 NAME OF DISTRICT/BOARD _____

FYE 6/30/2021 _____

GENERAL FUNDS

		End of Year	Beginning	Beginning	
		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval
C-1	Balances at Beginning of Fiscal Year				
C-1.1	General Fund Checking Account Balance	\$225,233	\$225,233	\$174,000	\$174,000
C-1.2	Savings and Investments Account Balance		\$0		
C-1.3	General Fund CD Balance	\$1,288,579	\$1,288,579	\$1,300,509	\$1,300,509
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	\$1,513,812	\$1,513,812	\$1,474,509	\$1,474,509
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	\$1,513,812	\$1,513,812	\$1,474,509	\$1,474,509

SINKING & DEBT SERVICE FUNDS

		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final 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

		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final 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

		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final 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