

Final Budget

Glenrock Cemetery District	
Budget Hearing Information	
800 S 4th Street	Location: St.Louis Catholic Church Community Room
Glenrock, WY 82637	Date: 7/15/2021
(307) 436-2569	Time: 4pm
Converse County	Budget Prepared by: GCD Board

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 projects in the current fiscal year and is nearing completion and will continue as funding allows. No ending date to this project has been projected. We are requesting the full 3 Mil to complete existing projects and begin new expansion projects. We also need to increase our Emergency and depreciation reserves for upcoming repairs and replacement project.

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
Vic Ohman	7/31/21
John Kenfield	7/31/21
Lana Richardson	7/31/22
Robert Nunn	7/3/21
John Dehler	7/31/22
Ron Yates	7/31/21

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

If Yes, enter

Address of office: 800 S. 4th Street

City, State, Zip: Glenrock, WY 82637

Phone Number: (307) 436-2569

Hours Open: 7am - 4pm Mon-Fri

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?

Marquee at the Fire Station or In the Glenrock Independent

Where are the public meetings held?

Due to Covid we are currently having the meetings at the St.Louis Catholic Church Community Room.

FINAL BUDGET SUMMARY

OVERVIEW		2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Final Approval
S-1	Total Budgeted Expenditures	\$298,062	\$453,400	\$522,900	\$522,900
S-2	Total Principal to Pay on Debt	\$0	\$0	\$0	\$0
S-3	Total Change to Restricted Funds	\$0	\$61,225	\$20,000	\$20,000
S-4	Total General Fund and Forecasted Revenues Available	\$823,025	\$640,785	\$615,771	\$615,771
S-5	Amount requested from County Commissioners	\$430,540	\$250,000	\$500,000	\$500,000
S-6	Additional Funding Needed :			\$0	\$0

REVENUE SUMMARY		2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Final Approval
S-7	Operating Revenues	\$5,275	\$5,800	\$5,800	\$5,800
S-8	Tax levy (From the County Treasurer)	\$430,540	\$250,000	\$500,000	\$500,000
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	\$3,225	\$1,000	\$1,000	\$1,000
S-13	Other Forecasted Revenue	\$0	\$0	\$0	\$0
S-14	Total Revenue	\$439,040	\$256,800	\$506,800	\$506,800

Glenrock Cemetery District

EXPENDITURE SUMMARY		2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Final Approval
S-15	Capital Outlay	\$19,679	\$65,000	\$120,000	\$120,000
S-16	Interest and Fees On Debt	\$0	\$0	\$0	\$0
S-17	Administration	\$65,563	\$76,100	\$97,700	\$97,700
S-18	Operations	\$118,068	\$191,800	\$197,500	\$197,500
S-19	Indirect Costs	\$94,752	\$120,500	\$107,700	\$107,700
S-20R	Expenditures paid by Reserves	\$0	\$0	\$0	\$0
S-20	Total Expenditures	\$298,062	\$453,400	\$522,900	\$522,900

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

CASH AND INVESTMENTS		2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Final Approval
S-22	TOTAL GENERAL FUNDS	\$383,985	\$383,985	\$108,971	\$108,971
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	\$112,193	\$112,193	\$173,418	\$173,418
S-26	c. Bond Funds	\$0	\$0	\$0	\$0
	Total Reserves (a+b+c)	\$112,193	\$112,193	\$173,418	\$173,418
S-27	Amount to be added				
S-28	a. Sinking and Debt Service Funds	\$0	\$0	\$0	\$0
S-29	b. Reserves	\$0	\$61,225	\$20,000	\$20,000
S-30	c. Bond Funds	\$0	\$0	\$0	\$0
	Total to be added (a+b+c)	\$0	\$61,225	\$20,000	\$20,000
S-31	Subtotal	\$112,193	\$173,418	\$193,418	\$193,418
S-32	Less Total to be spent	\$0	\$0	\$0	\$0
S-33	TOTAL RESERVES AT END OF FISCAL YEAR	\$112,193	\$173,418	\$193,418	\$193,418

End of Summary

Date adopted by Special District 5/11/2021

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

DISTRICT ADDRESS: 800 S 4th Street
Glenrock, WY 82637

PREPARED BY: GCD Board

DISTRICT PHONE: 3074362569

Final Budget

Glenrock Cemetery District
 NAME OF DISTRICT/BOARD _____

FYE 6/30/2022 _____

PROPERTY TAXES AND ASSESSMENTS

	DOA Chart of Accounts	2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Final Approval
R-1 Property Taxes and Assessments Received					
R-1.1 Tax Levy (From the County Treasurer)	4001	\$430,540	\$250,000	\$500,000	\$500,000
R-1.2 Other County Support (see note on the right)	4005	\$0	\$0		

FORECASTED REVENUE

	DOA Chart of Accounts	2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Final Approval
R-2 Revenues from Other Governments					
R-2.1 State Aid	4211	\$0	\$0		
R-2.2 Additional County Aid (non-treasurer)	4237	\$0	\$0		
R-2.3 City (or Town) Aid	4237	\$0	\$0		
R-2.4 Other (Specify)	4237	\$0	\$0		
R-2.5 Total Government Support		\$0	\$0	\$0	\$0
R-3 Operating Revenues					
R-3.1 Customer Charges	4300	\$5,275	\$5,800	\$5,800	\$5,800
R-3.2 Sales of Goods or Services	4300	\$0	\$0		
R-3.3 Other Assessments	4503	\$0	\$0		
R-3.4 Total Operating Revenues		\$5,275	\$5,800	\$5,800	\$5,800
R-4 Grants					
R-4.1 Direct Federal Grants	4201	\$0	\$0		
R-4.2 Federal Grants thru State Agencies	4201	\$0	\$0		
R-4.3 Grants from State Agencies	4211	\$0	\$0		
R-4.4 Total Grants		\$0	\$0	\$0	\$0
R-5 Miscellaneous Revenue					
R-5.1 Interest	4501	\$3,225	\$1,000	\$1,000	\$1,000
R-5.2 Other: Specify _____	4500				
R-5.3 Other: Additional _____					
R-5.4 Total Miscellaneous		\$3,225	\$1,000	\$1,000	\$1,000
R-5.5 Total Forecasted Revenue		\$8,500	\$6,800	\$6,800	\$6,800
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

Final Budget

Glenrock Cemetery District

FYE 6/30/2022

NAME OF DISTRICT/BOARD

CAPITAL OUTLAY BUDGET

	DOA Chart of Accounts	2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Final Approval
E-1 Capital Outlay					
E-1.1 Real Property	6201				
E-1.2 Vehicles	6210				
E-1.3 Office Equipment	6211	\$566	\$0	\$5,000	\$5,000
E-1.4 Other (Specify)					
E-1.5 Cemetery Expansion	6200	\$19,071	\$50,000	\$100,000	\$100,000
E-1.6 _____ Equipment	6200	\$42	\$15,000	\$15,000	\$15,000
E-1.7 _____					
E-1.8 TOTAL CAPITAL OUTLAY		\$19,679	\$65,000	\$120,000	\$120,000

ADMINISTRATION BUDGET

	DOA Chart of Accounts	2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Final Approval
E-2 Personnel Services					
E-2.1 Administrator	7002	\$55,020	\$55,000	\$75,000	\$75,000
E-2.2 Secretary	7003				
E-2.3 Clerical	7004	\$719	\$5,500	\$7,500	\$7,500
E-2.4 Other (Specify)					
E-2.5 _____	7005				
E-2.6 _____	7005				
E-2.7 _____					
E-3 Board Expenses					
E-3.1 Travel	7011				
E-3.2 Mileage	7012				
E-3.3 Other (Specify)					
E-3.4 Election	7013		\$200		
E-3.5 _____	7013				
E-3.6 _____					
E-4 Contractual Services					
E-4.1 Legal	7021	\$2,055	\$3,500	\$2,000	\$2,000
E-4.2 Accounting/Auditing	7022	\$2,800	\$3,000	\$3,000	\$3,000
E-4.3 Other (Specify)					
E-4.4 _____	7023				
E-4.5 _____	7023				
E-4.6 _____					
E-5 Other Administrative Expenses					
E-5.1 Office Supplies	7031	\$147	\$700	\$1,000	\$1,000
E-5.2 Office equipment, rent & repair	7032	\$35	\$1,000	\$1,000	\$1,000
E-5.3 Education	7033	\$0	\$1,500	\$1,500	\$1,500
E-5.4 Registrations	7034	\$300	\$500	\$500	\$500
E-5.5 Other (Specify)					
E-5.6 Postage	7035	\$66	\$200	\$200	\$200
E-5.7 Utilities	7035	\$4,421	\$5,000	\$6,000	\$6,000
E-5.8 _____					
E-6 TOTAL ADMINISTRATION		\$65,563	\$76,100	\$97,700	\$97,700

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OPERATIONS BUDGET

	DOA Chart of Accounts	2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Final Approval
E-7	Personnel Services				
E-7.1	Wages--Operations	7202 \$82,613	\$90,800	\$120,000	\$120,000
E-7.2	Service Contracts	7203			
E-7.3	Other (Specify)				
E-7.4	Payroll Reserve	7204 \$10,953	\$13,500	\$10,000	\$10,000
E-7.5	Overtime	7204		\$4,000	\$4,000
E-7.6					
E-8	Travel				
E-8.1	Mileage	7211			
E-8.2	Other (Specify)				
E-8.3		7212			
E-8.4		7212			
E-8.5					
E-9	Operating supplies (List)				
E-9.1	Fuel	7220 \$2,657	\$4,000	\$5,000	\$5,000
E-9.2	Horticulture	7220 \$5,127	\$6,000	\$6,000	\$6,000
E-9.3	Grave Escavation	7220 \$0	\$6,000	\$5,000	\$5,000
E-9.4	Water/Irrigation	7220 \$13,312	\$30,000	\$30,000	\$30,000
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		7400			
E-11.3		7400			
E-11.4		7400			
E-11.5					
E-12	Other operations (Specify)				
E-12.1	Repairs	7450 \$2,913	\$12,000	\$8,000	\$8,000
E-12.2	Tools/Hardware	7450 \$0	\$3,500	\$3,500	\$3,500
E-12.3	Equipment rentals	7450 \$493	\$1,000	\$1,000	\$1,000
E-12.4	General Labor	7450 \$0	\$25,000	\$5,000	\$5,000
E-12.5					
E-13	TOTAL OPERATIONS	\$118,068	\$191,800	\$197,500	\$197,500

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INDIRECT COSTS BUDGET

	DOA Chart of Accounts	2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Final 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	D&O Bonds	7505	\$100	\$2,000	\$2,000
E-14.6	Liability & Property Pkg	7505	\$4,964	\$7,000	\$7,000
E-14.7					
E-15 Indirect payroll costs:					
E-15.1	FICA (Social Security) taxes	7511	\$11,405	\$12,000	\$13,000
E-15.2	Workers Compensation	7512	\$3,367	\$3,500	\$3,500
E-15.3	Unemployment Taxes	7513	\$7,161	\$3,000	\$500
E-15.4	Retirement	7514	\$13,982	\$17,000	\$16,500
E-15.5	Health Insurance	7515	\$50,156	\$70,000	\$60,000
E-15.6	Other (Specify)				
E-15.7	Vision/Dental	7516	\$3,012	\$4,500	\$3,500
E-15.8	Employee Clothing Reimbursement	7516	\$605	\$1,500	\$1,500
E-15.9	see additional details			\$200	\$200
E-17 TOTAL INDIRECT COSTS		\$94,752	\$120,500	\$107,700	\$107,700

DEBT SERVICE BUDGET

	DOA Chart of Accounts	2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Final 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

Final Budget

Glenrock Cemetery District

FYE 6/30/2022

NAME OF DISTRICT/BOARD

GENERAL FUNDS

		End of Year	Beginning	Beginning	
		2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Final Approval
C-1	Balances at Beginning of Fiscal Year				
C-1.1	General Fund Checking	1010 \$383,985	\$383,985	\$108,971	\$108,971
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)	\$112,193	\$112,193	\$193,418	\$193,418
C-1.6	Total Estimated Cash and Investments on Hand	\$496,178	\$496,178	\$302,389	\$302,389
C-2	General Fund Reductions:				
C-2.1	a. Unpaid bills at FYE	2010	\$221,500	\$20,000	\$20,000
C-2.2	b. Reserves	\$112,193	\$173,418	\$193,418	\$193,418
C-2.3	Total Deductions (a+b)	\$112,193	\$394,918	\$213,418	\$213,418
C-2.4	Estimated Non-Restricted Funds Available	\$383,985	\$101,260	\$88,971	\$88,971

		DOA Chart of Accounts
SINKING & DEBT SERVICE FUNDS		1070

		2019-2020 Actual	2020-2021 Estimated	2021-2022 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

		DOA Chart of Accounts
RESERVES		1090

		2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Final Approval
C-4					
C-4.1	Beginning Balance in Reserve Account (end of previous year)	\$112,193	\$112,193	\$173,418	\$173,418
C-4.2	<i>Date of Reserve Approval in Minutes:</i> _____				
C-4.3	Amount to be added to the reserve		\$61,225	\$20,000	\$20,000
C-4.4	<i>Date of Reserve Approval in Minutes:</i> _____				
C-4.5	SUB-TOTAL	\$112,193	\$173,418	\$193,418	\$193,418
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	\$112,193	\$173,418	\$193,418	\$193,418

		DOA Chart of Accounts
BOND FUNDS		1060

		2019-2020 Actual	2020-2021 Estimated	2021-2022 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