

Proposed Budget

Big Piney Cemetery District	
Budget Hearing Information	
PO Box183/436 County Rd 151	Location: Southwest Sublette Pioneers Center
Big Piney, WY 83113	Date: 7/17/2019
307-276-3230	Time: 7:00pm
Sublette County	Budget Prepared by: Amy Commerer

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

The Big Piney Cemetery District will be operating on a budget of \$398,450.00. The Board of Directors will be asking for \$367,450.00 in county taxes which is a decrease of \$5,000 from last fiscal year. The remaining \$31,000.00 will come from lot sales and interest. The only increase in a budget category will be in new equipment and this is do to purchasing a lawn mower and tractor.

S-B RESERVE DESCRIPTION

No Reserves

S-C

Names of Board Members	Date of End of Term
Spencer Nichols	11/8/22
Frank Morrison	11/8/22
Margaret Kozeal	11/8/22
Bob Wilson	11/12/20
Linda Leonard	11/12/20
Valerie Williams	11/12/20

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

If Yes, enter

Address of office: 436 County Rd 151

City, State, Zip: Big Piney, WY 83113

Phone Number: 307-276-3230

Hours Open: 7-4 Monday-Thursday & 7-11 Friday

Where are the minutes of your board meeting available for public review?
 Big Piney Cemetery Office 436 County Rd 151 Big Piney, WY 83113

How and where are the notices of meeting posted for the public?
 Cemetery Website: bpplainviewcemetery

Where are the public meetings held?
 Southwest Sublette County Pioneers Center 111 Rakestraw Ave. Marbleton, WY 83113 on the 4th Monday of the month

PROPOSED BUDGET SUMMARY

OVERVIEW		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
S-1	Total Budgeted Expenditures	\$281,206	\$230,118	\$398,450	\$398,450
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	\$2,463,270	\$2,400,513	\$2,493,323	\$2,493,323
S-5	<i>Amount requested from County Commissioners</i>	\$386,992	\$314,196	\$367,450	\$367,450
S-6	Additional Funding Needed :			\$0	\$0

REVENUE SUMMARY		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
S-7	Operating Revenues	\$975	\$200	\$1,000	\$1,000
S-8	Tax levy (From the County Treasurer)	\$386,992	\$314,196	\$367,450	\$367,450
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	\$19,081	\$29,895	\$30,000	\$30,000
S-13	Other Forecasted Revenue	\$0	\$0	\$0	\$0

S-14	Total Revenue	\$407,048	\$344,291	\$398,450	\$398,450
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Big Piney Cemetery District
FY 7/1/19-6/30/20

EXPENDITURE SUMMARY		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
S-15	Capital Outlay	\$70,100	\$41,328	\$95,000	\$95,000
S-16	Interest and Fees On Debt	\$0	\$0	\$0	\$0
S-17	Administration	\$138,777	\$106,679	\$165,450	\$165,450
S-18	Operations	\$41,036	\$45,782	\$88,500	\$88,500
S-19	Indirect Costs	\$31,293	\$36,329	\$49,500	\$49,500
S-20R	Expenditures paid by Reserves	\$0	\$0	\$0	\$0
S-20	Total Expenditures	\$281,206	\$230,118	\$398,450	\$398,450

DEBT SUMMARY		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
S-21	Principal Paid on Debt	\$0	\$0	\$0	\$0

CASH AND INVESTMENTS		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
S-22	TOTAL GENERAL FUNDS	\$2,056,222	\$2,056,222	\$2,094,873	\$2,094,873

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 Box183/436 County Rd 151
Big Piney, WY 83113

PREPARED BY: Amy Commerer _____

DISTRICT PHONE: 307-276-3230 _____

Proposed Budget

Big Piney Cemetery District
 NAME OF DISTRICT/BOARD

FYE 6/30/2020

PROPERTY TAXES AND ASSESSMENTS

		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
R-1	Property Taxes and Assessments Received				
R-1.1	Tax Levy (From the County Treasurer)	\$386,992	\$314,196	\$367,450	\$367,450
R-1.2	Other County Support				

FORECASTED REVENUE

		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending 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				
R-2.4	Other (Specify)				
R-2.5	Total Government Support	\$0	\$0	\$0	\$0
R-3	Operating Revenues				
R-3.1	Customer Charges				
R-3.2	Sales of Goods or Services	\$975	\$200	\$1,000	\$1,000
R-3.3	Other Assessments				
R-3.4	Total Operating Revenues	\$975	\$200	\$1,000	\$1,000
R-4	Grants				
R-4.1	Direct Federal Grants				
R-4.2	Federal Grants thru State Agencies				
R-4.3	Grants from State Agencies				
R-4.4	Total Grants	\$0	\$0	\$0	\$0
R-5	Miscellaneous Revenue				
R-5.1	Interest	\$19,081	\$29,895	\$30,000	\$30,000
R-5.2	Other: Specify				
R-5.3	Other: Additional				
R-5.4	Total Miscellaneous	\$19,081	\$29,895	\$30,000	\$30,000
R-5.5	Total Forecasted Revenue	\$20,056	\$30,095	\$31,000	\$31,000
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	_____				
R-6.4	_____				
R-6.5	_____				
R-6.6	Total Other Forecasted Revenue (a+b)	\$0	\$0	\$0	\$0

Proposed Budget

Big Piney Cemetery District

FYE 6/30/2020

NAME OF DISTRICT/BOARD

CAPITAL OUTLAY BUDGET

		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
E-1	Capital Outlay				
E-1.1	Real Property				
E-1.2	Vehicles				
E-1.3	Office Equipment				
E-1.4	Other (Specify)				
E-1.5	<u>New Equipment</u>	\$46,892	\$14,495	\$55,000	\$55,000
E-1.6	<u>Capital Improvement</u>	\$23,208	\$26,832	\$40,000	\$40,000
E-1.7					
E-1.8	TOTAL CAPITAL OUTLAY	\$70,100	\$41,328	\$95,000	\$95,000

ADMINISTRATION BUDGET

		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
E-2	Personnel Services				
E-2.1	Administrator	\$45,677	\$43,822	\$60,000	\$60,000
E-2.2	Secretary				
E-2.3	Clerical				
E-2.4	Other (Specify)				
E-2.5	<u>Sexton</u>	\$44,662	\$39,435	\$55,000	\$55,000
E-2.6	<u>Summer Help</u>	\$27,948	\$7,901	\$30,000	\$30,000
E-2.7					
E-3	Board Expenses				
E-3.1	Travel				
E-3.2	Mileage				
E-3.3	Other (Specify)				
E-3.4	<u>Bonds</u>	\$350	\$320	\$400	\$400
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	<u>postage/printing/office</u>	\$20,138	\$15,201	\$20,000	\$20,000
E-5.7	<u>taxes/license</u>	\$2	\$0	\$50	\$50
E-5.8					
E-6	TOTAL ADMINISTRATION	\$138,777	\$106,679	\$165,450	\$165,450

Proposed Budget

Big Piney Cemetery District

FYE 6/30/2020

OPERATIONS BUDGET

			2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
E-7	Personnel Services					
E-7.1	Wages--Operations					
E-7.2	Service Contracts					
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	tools/shop		\$474	\$1,044	\$1,500	\$1,500
E-9.2	Fuel oil/ propane		\$12,762	\$11,129	\$18,000	\$18,000
E-9.3	utilities		\$7,163	\$7,330	\$15,000	\$15,000
E-9.4	telephone/internet		\$3,056	\$2,687	\$3,500	\$3,500
E-9.5	_____					
E-10	Program Services (List)					
E-10.1	_____					
E-10.2	_____					
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	well water samples		\$275	\$100	\$500	\$500
E-12.2	horticulture		\$3,500	\$14,086	\$35,000	\$35,000
E-12.3	repair/ maintenance		\$13,807	\$9,407	\$15,000	\$15,000
E-12.4	_____					
E-12.5	_____					
E-13	TOTAL OPERATIONS		\$41,036	\$45,782	\$88,500	\$88,500

Proposed Budget

Big Piney Cemetery District

FYE 6/30/2020

INDIRECT COSTS BUDGET

			2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
E-14	Insurance					
E-14.1	Liability					
E-14.2	Buildings and vehicles					
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		\$7,836	\$7,798	\$11,000	\$11,000
E-15.2	Workers Compensation					
E-15.3	Unemployment Taxes		\$2,243	\$1,346	\$3,500	\$3,500
E-15.4	Retirement		\$11,854	\$13,985	\$20,000	\$20,000
E-15.5	Health Insurance		\$9,360	\$13,200	\$15,000	\$15,000
E-15.6	Other (Specify)					
E-15.7	_____					
E-15.8	_____					
E-15.9						
E-17	TOTAL INDIRECT COSTS		\$31,293	\$36,329	\$49,500	\$49,500

DEBT SERVICE BUDGET

			2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
D-1	Debt Service					
D-1.1	Principal					
D-1.2	Interest					
D-1.3	Fees					
D-2	TOTAL DEBT SERVICE		\$0	\$0	\$0	\$0

Proposed Budget

Big Piney Cemetery District
 NAME OF DISTRICT/BOARD

FYE 6/30/2020

GENERAL FUNDS

		End of Year	Beginning	Beginning	
		2017-2018	2018-2019	2019-2020	Pending
		Actual	Estimated	Proposed	Approval
C-1	Balances at Beginning of Fiscal Year				
C-1.1	General Fund Checking Account Balance	\$178,216	\$178,216	\$187,766	\$187,766
C-1.2	Savings and Investments Account Balance	\$1,878,006	\$1,878,006	\$1,907,107	\$1,907,107
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	\$2,056,222	\$2,056,222	\$2,094,873	\$2,094,873
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	\$2,056,222	\$2,056,222	\$2,094,873	\$2,094,873

SINKING & DEBT SERVICE FUNDS

		2017-2018	2018-2019	2019-2020	Pending
		Actual	Estimated	Proposed	Approval
C-3					
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	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	Date of Reserve Approval in Minutes: _____				
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

		2017-2018	2018-2019	2019-2020	Pending
		Actual	Estimated	Proposed	Approval
C-4					
C-4.1	Beginning Balance in Reserve Account (end of previous year)		\$0	\$0	
C-4.2	Date of Reserve Approval in Minutes: _____				
C-4.3	Amount to be added to the reserve				
C-4.4	Date of Reserve Approval in Minutes: _____				
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	Date of Reserve Approval in Minutes: _____				
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

		2017-2018	2018-2019	2019-2020	Pending
		Actual	Estimated	Proposed	Approval
C-5					
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	SUB-TOTAL	\$0	\$0	\$0	\$0
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	TOTAL TO BE SPENT	\$0	\$0	\$0	\$0