

# Proposed Budget

Ten Sleep Cemetery District											
PO Box 394 Ten Sleep, WY 82442 307-366-2045  Washakie County	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th colspan="2" style="text-align: center;">Budget Hearing Information</th> </tr> <tr> <td style="width: 50%;">Location:</td> <td>Washakie County Courthouse</td> </tr> <tr> <td>Date:</td> <td>7/15/2019</td> </tr> <tr> <td>Time:</td> <td>6pm</td> </tr> <tr> <td colspan="2">Budget Prepared by: Randall Firnekas</td> </tr> </table>	Budget Hearing Information		Location:	Washakie County Courthouse	Date:	7/15/2019	Time:	6pm	Budget Prepared by: Randall Firnekas	
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**S-A BUDGET MESSAGE** W.S. 16-4-104(d)

We have a caretaker and groundskeeper. During the spring and summer months they are both busy keeping the cemetery grounds looking beautiful which we are very proud of. The budget reflects the proposed needs again for the upcoming year. We are governed by an elected board of five directors who consist of President, Vice President, Secretary/Treasurer, and two other directors. Our bylaws state that we are required to meet monthly beginning in April and going through October. Business which occurs is placed on a meeting agenda and discussed by the board of directors at our monthly business meetings. Any business that happens is voted on and recorded in the minutes of the meeting. Our website is tensleepcemetery.com

RECEIVED

MAY 02 2019

Per \_\_\_\_\_

**S-B RESERVE DESCRIPTION**

We still are pursuing a new location to build a permanent building which will include indoor storage, public restroom, and a meeting room. We will need to replace our pick-up, cemetery maintenance tractor, and mowers as needed.

**S-C**

Names of Board Members	Date of End of Term
Fred Drake (President)	11/6/22
Jan Michael (Vice President)	11/6/20
Randall Firnekas (Sec-Treas)	11/6/20
Jack Haggerty	11/6/22
Robert Compton	11/6/22

Does the district have regular office hours exceeding 20 hours per week?	<input type="checkbox"/> No
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If no above: Are the records on file with the County Clerk as required by W.S. 16-12-303(c)?	<input type="checkbox"/> Yes
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Where are the minutes of your board meeting available for public review?  
 Washakie County Clerks Office

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

Where are the public meetings held?  
 Rental Building at 304 Cedar Street in Ten Sleep

## PROPOSED BUDGET SUMMARY

OVERVIEW		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
S-1	Total Budgeted Expenditures	\$71,310	\$71,250	\$72,900	\$72,900
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	\$292,311	\$285,839	\$284,339	\$284,339
S-5	Amount requested from County Commissioners	\$80,541	\$76,142	\$76,142	\$76,142
S-6	Additional Funding Needed :			\$0	\$0

REVENUE SUMMARY		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
S-7	Operating Revenues	\$3,330	\$0	\$3,000	\$3,000
S-8	Tax levy (From the County Treasurer)	\$80,541	\$76,142	\$76,142	\$76,142
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	\$23	\$1,280	\$1,280	\$1,280
S-13	Other Forecasted Revenue	\$0	\$0	\$0	\$0
S-14	Total Revenue	\$83,894	\$77,422	\$80,422	\$80,422

EXPENDITURE SUMMARY		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
S-15	Capital Outlay	\$0	\$0	\$0	\$0
S-16	Interest and Fees On Debt	\$0	\$0	\$0	\$0
S-17	Administration	\$13,642	\$12,950	\$14,200	\$14,200
S-18	Operations	\$48,776	\$53,150	\$53,550	\$53,550
S-19	Indirect Costs	\$8,892	\$5,150	\$5,150	\$5,150
S-20R	Expenditures paid by Reserves	\$0	\$0	\$0	\$0
S-20	Total Expenditures	\$71,310	\$71,250	\$72,900	\$72,900

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	\$208,417	\$208,417	\$203,917	\$203,917
<b>Summary of Reserve Funds</b>					
S-23	Beginning Balance in Reserve Accounts				
S-24	a. Depreciation Reserve	\$0	\$0	\$0	\$0
S-25	b. Other Reserve	\$0	\$0	\$0	\$0
S-26	c. Emergency Reserve (Cash)	\$0	\$0	\$0	\$0
	<b>Total Reserves (a+b+c)</b>	\$0	\$0	\$0	\$0
S-27	Amount to be added				
S-28	a. Depreciation Reserve	\$0	\$0	\$0	\$0
S-29	b. Other Reserve	\$0	\$0	\$0	\$0
S-30	c. Emergency Reserve (Cash)	\$0	\$0	\$0	\$0
	<b>Total to be added (a+b+c)</b>	\$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

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

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

DISTRICT ADDRESS: PO Box 394  
Ten Sleep, WY 82442

PREPARED BY: Randall Fimekas

DISTRICT PHONE: 307-366-2045

Prepared in compliance with the Uniform Municipal Fiscal Procedures Act (W.S. 16-4-101 through 124) as it applies.

1/23/19 Form approved by Wyoming Department of Audit, Public Funds Division

# Proposed Budget

Ten Sleep 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
<b>R-1</b>	<b>Property Taxes and Assessments Received</b>				
R-1.1	Tax Levy (From the County Treasurer)	\$80,541	\$76,142	\$76,142	
R-1.2	Other County Support				

## FORECASTED REVENUE

		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
<b>R-2</b>	<b>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	
<b>R-3</b>	<b>Operating Revenues</b>				
R-3.1	Customer Charges	\$3,100		\$3,000	
R-3.2	Sales of Goods or Services				
R-3.3	Other Assessments	\$230			
R-3.4	<b>Total Operating Revenues</b>	\$3,330	\$0	\$3,000	
<b>R-4</b>	<b>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	
<b>R-5</b>	<b>Miscellaneous Revenue</b>				
R-5.1	Interest	\$23	\$80	\$80	
R-5.2	Other: Specify <u>Open/Close Graves</u>		\$1,200	\$1,200	
R-5.3	Other: Additional				
R-5.4	<b>Total Miscellaneous</b>	\$23	\$1,280	\$1,280	
R-5.5	<b>Total Forecasted Revenue</b>	\$3,353	\$1,280	\$4,280	
<b>R-6</b>	<b>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	

# Proposed Budget

Ten Sleep Cemetery District  
 NAME OF DISTRICT/BOARD

FYE 6/30/2020

## CAPITAL OUTLAY BUDGET

		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
<b>E-1</b>	<b>Capital Outlay</b>				
E-1.1	Real Property				
E-1.2	Vehicles				
E-1.3	Office Equipment				
E-1.4	Other (Specify)				
E-1.5	_____				
E-1.6	_____				
E-1.7	_____				
E-1.8	<b>TOTAL CAPITAL OUTLAY</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	

## ADMINISTRATION BUDGET

		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
<b>E-2</b>	<b>Personnel Services</b>				
E-2.1	Administrator				
E-2.2	Secretary	\$8,200	\$8,200	\$8,200	
E-2.3	Clerical				
E-2.4	Other (Specify)				
E-2.5	Obituary research	\$500	\$750	\$750	
E-2.6	_____				
E-2.7	_____				
<b>E-3</b>	<b>Board Expenses</b>				
E-3.1	Travel	\$0	\$200	\$100	
E-3.2	Mileage	\$137	\$200	\$200	
E-3.3	Other (Specify)				
E-3.4	Meeting attendance	\$935	\$900	\$1,000	
E-3.5	_____				
E-3.6	_____				
<b>E-4</b>	<b>Contractual Services</b>				
E-4.1	Legal				
E-4.2	Accounting/Auditing				
E-4.3	Other (Specify)				
E-4.4	Open/Close Graves	\$3,000	\$1,200	\$1,200	
E-4.5	_____				
E-4.6	_____				
<b>E-5</b>	<b>Other Administrative Expenses</b>				
E-5.1	Office Supplies	\$96	\$400	\$400	
E-5.2	Office equipment, rent & repair	\$0	\$250	\$1,500	
E-5.3	Education				
E-5.4	Registrations				
E-5.5	Other (Specify)				
E-5.6	Secretary/Treasure Bond	\$100	\$100	\$100	
E-5.7	Web Site Fees	\$500	\$750	\$750	
E-5.8	see additional details	\$174			
<b>E-6</b>	<b>TOTAL ADMINISTRATION</b>	<b>\$13,642</b>	<b>\$12,950</b>	<b>\$14,200</b>	

# Proposed Budget

Ten Sleep Cemetery District

FYE 6/30/2020

## OPERATIONS BUDGET

		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
<b>E-7</b>	<b>Personnel Services</b>				
E-7.1	Wages—Operations	\$23,400	\$24,000	\$24,000	
E-7.2	Service Contracts				
E-7.3	Other (Specify)				
E-7.4	Assistant Caretaker	\$10,775	\$18,000	\$18,000	
E-7.5					
E-7.6					
<b>E-8</b>	<b>Travel</b>				
E-8.1	Mileage	\$0	\$150	\$150	
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	Cemetery Maintenance	\$3,466	\$3,500	\$3,500	
E-9.2	Tool Replacement	\$164	\$300	\$300	
E-9.3	Grave Marker Project	\$1,795	\$0	\$0	
E-9.4					
E-9.5					
<b>E-10</b>	<b>Program Services (List)</b>				
E-10.1	Utilities: Electric	\$1,742	\$1,450	\$1,450	
E-10.2	Telephone expenses	\$120	\$300	\$300	
E-10.3					
E-10.4					
E-10.5					
<b>E-11</b>	<b>Contractual Arrangements (List)</b>				
E-11.1	Office Building Rental	\$1,800	\$1,800	\$1,800	
E-11.2					
E-11.3					
E-11.4					
E-11.5					
<b>E-12</b>	<b>Other operations (Specify)</b>				
E-12.1	Mower Repair	\$1,001	\$400	\$400	
E-12.2	Truck Repair	\$861	\$400	\$400	
E-12.3	Gas & Propane	\$2,009	\$1,300	\$1,700	
E-12.4	Utilities: Water	\$1,644	\$1,550	\$1,550	
E-12.5					
<b>E-13</b>	<b>TOTAL OPERATIONS</b>	<b>\$48,776</b>	<b>\$53,150</b>	<b>\$53,550</b>	

# Proposed Budget

Ten Sleep Cemetery District

FYE 6/30/2020

## INDIRECT COSTS BUDGET

		2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
<b>E-14 Insurance</b>					
E-14.1	Liability	\$128	\$130	\$130	
E-14.2	Buildings and vehicles	\$74	\$90	\$90	
E-14.3	Equipment	\$484	\$500	\$500	
E-14.4	Other (Specify)				
E-14.5	<u>Cemetery pick-up truck</u>	\$201	\$200	\$200	
E-14.6					
E-14.7					
<b>E-15 Indirect payroll costs:</b>					
E-15.1	FICA (Social Security) taxes	\$5,090	\$3,200	\$3,200	
E-15.2	Workers Compensation	\$157	\$280	\$280	
E-15.3	Unemployment Taxes				
E-15.4	Retirement				
E-15.5	Health Insurance				
E-15.6	Other (Specify)				
E-15.7	<u>Medicare</u>	\$1,191	\$750	\$750	
E-15.8					
E-15.9	<u>see additional details</u>	\$1,568			
<b>E-17 TOTAL INDIRECT COSTS</b>		<b>\$8,892</b>	<b>\$5,150</b>	<b>\$5,150</b>	

## DEBT SERVICE BUDGET

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

# Proposed Budget

Ten Sleep Cemetery District  
 NAME OF DISTRICT/BOARD

FYE 6/30/2020

## GENERAL FUNDS

	End of Year	Beginning	Beginning	Pending Approval
	2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	
<b>C-1 Balances at Beginning of Fiscal Year</b>				
C-1.1 General Fund Checking Account Balance	\$54,749	\$54,749	\$54,749	
C-1.2 Savings and Investments Account Balance	\$55,323	\$55,323	\$50,823	
C-1.3 General Fund CD Balance	\$98,345	\$98,345	\$98,345	
C-1.4 All Other Funds		\$0		
C-1.5 Reserves (From Below)	\$0	\$0	\$0	
<b>C-1.6 Total Estimated Cash and Investments on Hand</b>	<b>\$208,417</b>	<b>\$208,417</b>	<b>\$203,917</b>	
<b>C-2 General Fund Reductions:</b>				
C-2.1 a. Unpaid bills at FYE				
C-2.2 b. Reserves	\$0	\$0	\$0	
C-2.3 <b>Total Deductions (a+b)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b>C-2.4 Estimated Non-Restricted Funds Available</b>	<b>\$208,417</b>	<b>\$208,417</b>	<b>\$203,917</b>	

## SINKING & DEBT SERVICE FUNDS

	2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
<b>C-3</b>				
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	
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	
C-3.12 Balance to be retained	\$0	\$0	\$0	

## RESERVES

	2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
<b>C-4</b>				
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	
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	
C-4.12 Balance to be retained	\$0	\$0	\$0	

## BOND FUNDS

	2017-2018 Actual	2018-2019 Estimated	2019-2020 Proposed	Pending Approval
<b>C-5</b>				
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	
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	
<b>C-5.9 TOTAL TO BE SPENT</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	





Joint Tenancy (JTWROS) or Tenants by the Entirety		Tenancy In Common <i>(Shared tenancy where each owner has a distinct, separate transferable interest)</i>	
Conjunction	Seller Signatures Required	Conjunction	Seller Signatures Required
And &	All owners must sign	And &	All owners must sign
And/or &/or	All owners must sign	And/or &/or	All owners must sign
Or	All owners must sign	Or	One
No conjunction	All owners must sign	No conjunction	One

This applies to certificates of title issued on or after January 1, 2020

Joint Tenancy (JTWROS) or Tenants by the Entirety		Tenancy In Common <i>(Shared tenancy where each owner has a distinct, separate transferable interest)</i>	
Conjunction	Seller Signatures Required	Conjunction	Seller Signatures Required
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