

# Final Budget

Crook County Medical Services District			
		Budget Hearing Information	
713 Oak Street		Location:	713 Oak Street
Sundance, WY 82729		Date:	6/21/2016
307-283-3501		Time:	1:00 AM
Crook		Budget Prepared by:	Bonnie LeSueur, CFO Health Management

S-1	BUDGET MESSAGE	W.S. 16-4-104(d)
	<p>Certain or portions of capital outlays are not reported as we will be financing those costs.</p> <p>The assumptions used for the FY2017 Draft budget are as follows:</p> <ul style="list-style-type: none"> <li>a) Patient volumes will be slightly higher than FY2016 do to consistency in Hospitalist and ED providers.</li> <li>b) We are undergoing a Charge Master review.</li> <li>c) Contractual Allowances are based on our current discount experience</li> <li>d) Wages are based on staffing needs provided by department managers. The budget assumes fully staffed departments and a reduction in contract services / labor</li> <li>e) Wages were reviewed based on current market.</li> <li>f) FICA, Work Comp and SUTA are based on current rates. Health insurance and retirement plan budeted costs have increased significantly as we are offering a better health insurance package under the requirements of ACA and providing retirement benefits to employees.</li> <li>g) We have implemented new EMR software with a cost based on volume.</li> <li>h) We are requesting to continue the 3-mill levy for FY2017</li> </ul>	

## FINAL BUDGET SUMMARY

OVERVIEW	2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Final Approval
S-1 <b>Total Budgeted Expenditures</b>	\$7,229,839	\$7,592,939	\$7,941,858	\$7,717,113
S-2 <b>Total Principal to Pay on Debt</b>	\$0	\$0	\$0	\$0
S-3 <b>Total Change to Restricted Funds</b>	\$0	-\$494,322	\$0	\$0
S-4 <b>Total General Fund and Forecasted Revenues</b>	\$7,066,683	\$8,267,772	\$8,137,704	\$8,137,704
S-5 <i>Amount requested from County Commissioners</i>	\$0	\$850,000	\$800,000	\$800,000
S-6 <b>Additional Funding Needed :</b>			<b>\$0</b>	<b>\$0</b>

REVENUE SUMMARY	2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Final Approval
S-7 <b>Operating Revenues</b>	\$6,104,938	\$6,200,864	\$6,994,119	\$6,994,119
S-8 <b>Tax levy (From the County Treasurer)</b>	\$0	\$850,000	\$800,000	\$800,000
S-9 <b>Government Support</b>	\$0	\$0	\$0	\$0
S-10 <b>Grants</b>	\$21,916	\$120,571	\$0	\$0
S-11 <b>Other County Support (Not from Co. Treas.)</b>	\$0	\$0	\$0	\$0
S-12 <b>Miscellaneous</b>	\$1,234	\$1,473	\$1,500	\$1,500
S-13 <b>Other Forecasted Revenue</b>	\$87,569	\$226,127	\$150,000	\$150,000
S-14 <b>Total Revenue</b>	\$6,215,657	\$7,399,035	\$7,945,619	\$7,945,619

<b>EXPENDITURE SUMMARY</b>		2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Final Approval
S-15	<b>Capital Outlay</b>	\$0	\$0	\$0	\$0
S-16	<b>Interest and Fees On Debt</b>	\$0	\$0	\$0	\$0
S-17	<b>Administration</b>	\$440,937	\$791,953	\$698,182	\$698,182
S-18	<b>Operations</b>	\$5,783,837	\$5,783,723	\$6,071,680	\$6,071,680
S-19	<b>Indirect Costs</b>	\$1,005,065	\$1,017,263	\$1,171,996	\$947,251
S-20	<b>Total Expenditures</b>	\$7,229,839	\$7,592,939	\$7,941,858	\$7,717,113

<b>DEBT SUMMARY</b>		2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Final Approval
S-21	<b>Principal Paid on Debt</b>	\$0	\$0	\$0	\$0

<b>CASH AND INVESTMENTS</b>		2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Final Approval
S-22	<b>TOTAL GENERAL FUNDS</b>	\$851,026	\$868,737	\$192,085	\$192,085

**Summary of Reserve Funds**

S-23	<b>Beginning Balance in Reserve Accounts</b>				
S-24	a. Depreciation Reserve	\$0	\$0	\$0	\$0
S-25	b. Other Reserve	\$862,991	\$862,991	\$368,669	\$368,669
S-26	c. Emergency Reserve (Cash)	\$0	\$0	\$0	\$0
	<b>Total Reserves (a+b+c)</b>	\$862,991	\$862,991	\$368,669	\$368,669
S-27	<b>Amount to be added</b>				
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	<b>Subtotal</b>	\$862,991	\$862,991	\$368,669	\$368,669
S-32	<b>Less Total to be spent</b>	\$0	\$494,322	\$0	\$0
S-33	<b>TOTAL RESERVES AT END OF FISCAL YEAR</b>	\$862,991	\$368,669	\$368,669	\$368,669

*End of Summary*

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

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

**DISTRICT ADDRESS:** 713 Oak Street  
Sundance, WY 82729

**PREPARED BY:** Bonnie LeSueur, CFO Health M

**DISTRICT PHONE:** 307-283-3501

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

*Form approved by Wyoming Department of Audit, Public Funds Division*



# Final Budget

Crook County Medical Services District

FYE 6/30/2017

**NAME OF DISTRICT/BOARD**

<b>PROPERTY TAXES AND ASSESSMENTS</b>
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		2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Final Approval
R-1	<b>Property Taxes and Assessments Received</b>				
R-1.1	Tax Levy (From the County Treasurer)		\$850,000	\$800,000	\$800,000
R-1.2	Other County Support				

<b>FORECASTED REVENUE</b>
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		2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Final Approval
R-2	<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	\$0
R-3	<b>Operating Revenues</b>				
R-3.1	Customer Charges	\$5,908,811	\$6,057,220	\$6,818,519	\$6,818,519
R-3.2	Sales of Goods or Services	\$196,127	\$143,644	\$175,600	\$175,600
R-3.3	Other Assessments				
R-3.4	<b>Total Operating Revenues</b>	\$6,104,938	\$6,200,864	\$6,994,119	\$6,994,119
R-4	<b>Grants</b>				
R-4.1	Direct Federal Grants				
R-4.2	Federal Grants thru State Agencies				
R-4.3	Grants from State Agencies	\$21,916	\$120,571		
R-4.4	<b>Total Grants</b>	\$21,916	\$120,571	\$0	\$0
R-5	<b>Miscellaneous Revenue</b>				
R-5.1	Interest	\$1,234	\$1,473	\$1,500	\$1,500
R-5.2	Other: Specify				
R-5.3	Other: Additional				
R-5.4	<b>Total Miscellaneous</b>	\$1,234	\$1,473	\$1,500	\$1,500
R-5.5	<b>Total Forecasted Revenue</b>	\$6,128,088	\$6,322,908	\$6,995,619	\$6,995,619
R-6	<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	Donations	\$87,569	\$226,127	\$150,000	\$150,000
R-6.4					
R-6.5					
R-6.6	<b>Total Other Forecasted Revenue (a+b)</b>	\$87,569	\$226,127	\$150,000	\$150,000

# Final Budget

Crook County Medical Services District

FYE 6/30/2017

**NAME OF DISTRICT/BOARD**

## CAPITAL OUTLAY BUDGET

		2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Final 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	_____				
<b>E-1.8</b>	<b>TOTAL CAPITAL OUTLAY</b>	\$0	\$0	\$0	\$0

## ADMINISTRATION BUDGET

		2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Final Approval
<b>E-2</b>	<b>Personnel Services</b>				
E-2.1	Administrator				
E-2.2	Secretary				
E-2.3	Clerical	\$110,016	\$18,076		
E-2.4	Other (Specify)				
E-2.5	Managers	\$18,669	\$37,533	\$70,000	\$70,000
E-2.6	_____				
E-2.7	_____				
<b>E-3</b>	<b>Board Expenses</b>				
E-3.1	Travel				
E-3.2	Mileage	\$5,970	\$6,247	\$5,000	\$5,000
E-3.3	Other (Specify)				
E-3.4	_____				
E-3.5	_____				
E-3.6	_____				
<b>E-4</b>	<b>Contractual Services</b>				
E-4.1	Legal	\$29,056	\$63,929	\$15,000	\$15,000
E-4.2	Accounting/Auditing	\$50,036	\$40,515	\$47,000	\$47,000
E-4.3	Other (Specify)				
E-4.4	CEO & Mgmt Fee	\$167,608	\$576,352	\$526,222	\$526,222
E-4.5	_____				
E-4.6	_____				
<b>E-5</b>	<b>Other Administrative Expenses</b>				
E-5.1	Office Supplies	\$2,304	\$1,775	\$2,050	\$2,050
E-5.2	Office equipment, rent & repair	\$10,764	\$9,293	\$900	\$900
E-5.3	Education	\$5,207	\$375	\$500	\$500
E-5.4	Registrations	\$11,146	\$13,129	\$12,500	\$12,500
E-5.5	Other (Specify)				
E-5.6	_____	\$30,161	\$24,729	\$19,010	\$19,010
E-5.7	_____				
E-5.8	_____				
<b>E-6</b>	<b>TOTAL ADMINISTRATION</b>	\$440,937	\$791,953	\$698,182	\$698,182

# Final Budget

Crook County Medical Services District

FYE 6/30/2017

## OPERATIONS BUDGET

			2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Final Approval
<b>E-7</b>	<b>Personnel Services</b>					
E-7.1	Wages--Operations		\$3,899,220	\$4,347,312	\$4,463,250	\$4,463,250
E-7.2	Service Contracts		\$805,750	\$251,425	\$264,791	\$264,791
E-7.3	Other (Specify)					
E-7.4	Training		\$12,059	\$25,524	\$28,193	\$28,193
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	Med Supplies		\$532,489	\$517,704	\$619,023	\$619,023
E-9.2	Cleaning Supplies		\$16,095	\$12,542	\$19,155	\$19,155
E-9.3	Office Supplies		\$16,245	\$19,726	\$16,701	\$16,701
E-9.4						
E-9.5						
<b>E-10</b>	<b>Program Services (List)</b>					
E-10.1	Rent & Lease		\$101,104	\$140,067	\$250,514	\$250,514
E-10.2	Repairs & Maint		\$54,552	\$70,912	\$62,336	\$62,336
E-10.3						
E-10.4						
E-10.5						
<b>E-11</b>	<b>Contractual Arrangements (List)</b>					
E-11.1	Services		\$108,224	\$137,199	\$113,762	\$113,762
E-11.2						
E-11.3						
E-11.4						
E-11.5						
<b>E-12</b>	<b>Other operations (Specify)</b>					
E-12.1	Printing, Adv, Othert		\$65,688	\$82,982	\$73,786	\$73,786
E-12.2	Utilities		\$138,659	\$132,577	\$129,538	\$129,538
E-12.3	Shipping		\$6,644	\$6,883	\$8,225	\$8,225
E-12.4	Recruiting		\$27,108	\$38,870	\$22,406	\$22,406
E-12.5						
<b>E-13</b>	<b>TOTAL OPERATIONS</b>		<b>\$5,783,837</b>	<b>\$5,783,723</b>	<b>\$6,071,680</b>	<b>\$6,071,680</b>

# Final Budget

Crook County Medical Services District

FYE 6/30/2017

## INDIRECT COSTS BUDGET

			2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Final Approval
<b>E-14</b>	<b>Insurance</b>					
E-14.1	Liability		\$48,171	\$65,465	\$55,074	\$55,074
E-14.2	Buildings and vehicles		\$40,859	\$39,253	\$45,000	\$45,000
E-14.3	Equipment					
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		\$289,536	\$306,295	\$310,705	\$310,705
E-15.2	Workers Compensation		\$72,852	\$84,237	\$81,358	\$81,358
E-15.3	Unemployment Taxes		\$39,689	\$18,611	\$19,467	\$19,467
E-15.4	Retirement				\$57,283	\$57,283
E-15.5	Health Insurance		\$62,840	\$125,255	\$350,000	\$125,255
E-15.6	Other (Specify)		\$58,244	\$23,295		
E-15.7	Prov Allow					
E-15.8	_____					
E-15.9	_____					
<b>E-16</b>	<b>Depreciation Expenses</b>		\$392,874	\$354,852	\$253,109	\$253,109
<b>E-17</b>	<b>TOTAL INDIRECT COSTS</b>		\$1,005,065	\$1,017,263	\$1,171,996	\$947,251

## DEBT SERVICE BUDGET

			2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Final Approval
<b>D-1</b>	<b>Debt Service</b>					
D-1.1	Principal		\$0	\$0	\$0	
D-1.2	Interest		\$0	\$0	\$0	
D-1.3	Fees		\$0	\$0	\$0	
<b>D-2</b>	<b>TOTAL DEBT SERVICE</b>		\$0	\$0	\$0	\$0

# Final Budget

Crook County Medical Services District  
 NAME OF DISTRICT/BOARD \_\_\_\_\_

FYE 6/30/2017

## GENERAL FUNDS

		2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Final Approval
C-1	<b>Balances at Beginning of Fiscal Year</b>				
C-1.1	General Fund Checking Account Balance	\$851,026	\$868,737	\$192,085	\$192,085
C-1.2	Savings and Investments Account Balance				
C-1.3	General Fund CD Balance				
C-1.4	All Other Funds				
C-1.5	Reserves (From Below)	\$862,991	\$368,669	\$368,669	\$368,669
C-1.6	<b>Total Estimated Cash and Investments on Hand</b>	<b>\$1,714,017</b>	<b>\$1,237,406</b>	<b>\$560,754</b>	<b>\$560,754</b>
C-2	<b>General Fund Reductions:</b>				
C-2.1	a. Unpaid bills at FYE				
C-2.2	b. Reserves	\$862,991	\$368,669	\$368,669	\$368,669
C-2.3	<b>Total Deductions (a+b)</b>	<b>\$862,991</b>	<b>\$368,669</b>	<b>\$368,669</b>	<b>\$368,669</b>
C-2.4	<b>Estimated Non-Restricted Funds Available</b>	<b>\$851,026</b>	<b>\$868,737</b>	<b>\$192,085</b>	<b>\$192,085</b>

## DEPRECIATION RESERVE (CAPITAL OUTLAY - REPLACEMENT)

		2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Final Approval
C-3	<b>Beginning Balance in Reserve Account (end of previous year)</b>				
C-3.1	Beginning Balance in Reserve Account (end of previous year)				
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	<b>SUB-TOTAL</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
C-3.6	Identify the amount to be spent from "Reserve for Capital Outlay"				
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	<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 in Depreciation Reserve Account	\$0	\$0	\$0	\$0

## OTHER RESTRICTED FUND BALANCES - RESERVE (LEGALLY ENFORCED)

		2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Final Approval
C-4	<b>Beginning Balance in Reserve Account (end of previous year)</b>				
C-4.1	Beginning Balance in Reserve Account (end of previous year)	\$862,991	\$862,991	\$368,669	\$368,669
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	<b>SUB-TOTAL</b>	<b>\$862,991</b>	<b>\$862,991</b>	<b>\$368,669</b>	<b>\$368,669</b>
C-4.6	"Other Reserves"				
C-4.7	a. <u>Uncollectable Receivables</u>		\$494,322		
C-4.8	b. _____				
C-4.9	c. _____				
C-4.10	<i>Date of Reserve Approval in Minutes:</i> _____				
C-4.11	<b>TOTAL OTHER RESERVE OUTLAY (a+b+c)</b>	<b>\$0</b>	<b>\$494,322</b>	<b>\$0</b>	<b>\$0</b>
C-4.12	Balance to be retained in Other Reserve Account	\$862,991	\$368,669	\$368,669	\$368,669

## ASSIGNED FUND BALANCE (EMERGENCY RESERVE - NOT COMMITTED)

		2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Final Approval
C-5	<b>Beginning Balance in Reserve Account (end of previous year)</b>				
C-5.1	Beginning Balance in Reserve Account (end of previous year)				
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	<b>SUB-TOTAL</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
C-5.6	Amount to be spent from Emergency Reserve (Cash)				
C-5.7	<i>Date of Reserve Approval in Minutes:</i> _____				
C-5.8	Balance to be retained in Assigned Fund Balance	\$0	\$0	\$0	\$0
C-5.9	<b>TOTAL TO BE SPENT</b>	<b>\$0</b>	<b>\$494,322</b>	<b>\$0</b>	<b>\$0</b>