

# Final Budget

Crook County Medical Services District	
Budget Hearing Information	
713 W. Oak St	Location: 713 W. Oak St
Sundance, WY 82729	Date: TBD
307-283-3501	Time: TBD
Crook County	Budget Prepared by: Alayna Marten, Controller

S-A	BUDGET MESSAGE	W.S. 16-4-104(d)
<p>The assumptions used for the FY 2021 Draft budget are as follows:</p> <ul style="list-style-type: none"> <li>a) Patient volumes will be slightly higher than FY 2021 due to continued patient retention and growth.</li> <li>b) Charge master review was completed and system changes made. Charges reflect FMV for Wyoming.</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 data.</li> <li>f) FICA, Work Comp and SUTA are based on current rates.</li> <li>h) We are requesting to continue the 3-mill levy for FY 2021.</li> </ul>		

S-B	RESERVE DESCRIPTION
<p>The District was awarded HHS funding. To date there has been little guidance on what the funds may be spent on. These funds will be held until further guidance is available.</p>	

S-C		Does the district have regular office hours exceeding 20 hours per week?
<b>Names of Board Members</b>	<b>Date of End of Term</b>	<input type="checkbox"/> Yes
Mark Erickson	11/1/20	<p><b>If Yes, enter</b></p> <p>Address of office: 713 W. Oak St</p> <p>City, State, Zip: Sundance, WY 82729</p> <p>Phone Number: 307-283-3501</p> <p>Hours Open: 24/7</p>
Sandy Neiman	11/1/22	
Connie Lindmier	11/1/20	
Trisha Habeck	11/1/22	
Ed Ray	11/1/20	

Where are the minutes of your board meeting available for public review?

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

Where are the public meetings held?

## FINAL BUDGET SUMMARY

OVERVIEW		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval
S-1	<b>Total Budgeted Expenditures</b>	\$11,788,514	\$10,301,045	\$10,513,153	\$10,513,153
S-2	<b>Total Principal to Pay on Debt</b>	\$7,503	\$85,101	\$113,901	\$113,901
S-3	<b>Total Change to Restricted Funds</b>	\$0	\$3,448,890	\$0	\$0
S-4	<b>Total General Fund and Forecasted Revenues Available</b>	\$12,093,396	\$12,403,534	\$13,029,170	\$13,029,170
S-5	<i>Amount requested from County Commissioners</i>	\$698,340	\$694,550	\$640,763	\$640,763
S-6	<b>Additional Funding Needed :</b>			<b>\$0</b>	<b>\$0</b>

REVENUE SUMMARY		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval
S-7	<b>Operating Revenues</b>	\$10,698,691	\$11,051,334	\$11,565,009	\$11,565,009
S-8	<b>Tax levy (From the County Treasurer)</b>	\$698,340	\$694,550	\$640,763	\$640,763
S-9	<b>Government Support</b>	\$0	\$0	\$0	\$0
S-10	<b>Grants</b>	\$52,845	\$21,289	\$17,500	\$17,500
S-11	<b>Other County Support (Not from Co. Treas.)</b>	\$0	\$0	\$0	\$0
S-12	<b>Miscellaneous</b>	\$77,602	\$73,191	\$74,243	\$74,243
S-13	<b>Other Forecasted Revenue</b>	\$39,219	\$36,471	\$0	\$0
S-14	<b>Total Revenue</b>	\$11,566,697	\$11,876,835	\$12,297,515	\$12,297,515

FY 7/1/20-6/30/21 Crook County Medical Services District

EXPENDITURE SUMMARY		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval
S-15	<b>Capital Outlay</b>	\$1,979,842	\$183,093	\$16,500	\$16,500
S-16	<b>Interest and Fees On Debt</b>	\$5,578	\$34,043	\$45,468	\$45,468
S-17	<b>Administration</b>	\$759,920	\$825,732	\$657,571	\$657,571
S-18	<b>Operations</b>	\$7,920,078	\$8,136,914	\$8,564,948	\$8,564,948
S-19	<b>Indirect Costs</b>	\$1,123,097	\$1,121,263	\$1,228,665	\$1,228,665
S-20R	<b>Expenditures paid by Reserves</b>	\$0	\$0	\$0	\$0
S-20	<b>Total Expenditures</b>	\$11,788,514	\$10,301,045	\$10,513,153	\$10,513,153

DEBT SUMMARY		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval
S-21	<b>Principal Paid on Debt</b>	\$7,503	\$85,101	\$113,901	\$113,901

CASH AND INVESTMENTS		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval
S-22	<b>TOTAL GENERAL FUNDS</b>	\$526,700	\$526,700	\$731,655	\$731,655

**Summary of Reserve Funds**

S-23	<b>Beginning Balance in Reserve Accounts</b>				
S-24	a. Sinking and Debt Service Funds	\$0	\$0	\$0	\$0
S-25	b. Reserves	\$0	\$0	\$3,448,890	\$3,448,890
S-26	c. Bond Funds	\$0	\$0	\$0	\$0
	<b>Total Reserves (a+b+c)</b>	\$0	\$0	\$3,448,890	\$3,448,890
S-27	<b>Amount to be added</b>				
S-28	a. Sinking and Debt Service Funds	\$0	\$0	\$0	\$0
S-29	b. Reserves	\$0	\$3,448,890	\$0	\$0
S-30	c. Bond Funds	\$0	\$0	\$0	\$0
	<b>Total to be added (a+b+c)</b>	\$0	\$3,448,890	\$0	\$0
S-31	<b>Subtotal</b>	\$0	\$3,448,890	\$3,448,890	\$3,448,890
S-32	<b>Less Total to be spent</b>	\$0	\$0	\$0	\$0
S-33	<b>TOTAL RESERVES AT END OF FISCAL YEAR</b>	\$0	\$3,448,890	\$3,448,890	\$3,448,890

*End of Summary*

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

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

**DISTRICT ADDRESS:** 713 W. Oak St  
Sundance, WY 82729

**PREPARED BY:** Alayna Marten, Controller

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

# Final Budget

Crook County Medical Services District

FYE 6/30/2021

**NAME OF DISTRICT/BOARD** \_\_\_\_\_

## PROPERTY TAXES AND ASSESSMENTS

		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval
R-1	<b>Property Taxes and Assessments Received</b>				
R-1.1	<b>Tax Levy (From the County Treasurer)</b>	\$698,340	\$694,550	\$640,763	\$640,763
R-1.2	Other County Support				

## FORECASTED REVENUE

		2018-2019 Actual	2019-2020 Estimated	2020-2021 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	\$10,045,568	\$10,669,479	\$10,987,297	\$10,987,297
R-3.2	Sales of Goods or Services	\$653,123	\$381,855	\$577,712	\$577,712
R-3.3	Other Assessments				
R-3.4	<b>Total Operating Revenues</b>	\$10,698,691	\$11,051,334	\$11,565,009	\$11,565,009
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	\$52,845	\$21,289	\$17,500	\$17,500
R-4.4	<b>Total Grants</b>	\$52,845	\$21,289	\$17,500	\$17,500
R-5	<b>Miscellaneous Revenue</b>				
R-5.1	Interest	\$2,901	\$1,771	\$2,794	\$2,794
R-5.2	Other: Specify _____ <u>Food Service/Investment I</u>	\$74,702	\$71,420	\$71,449	\$71,449
R-5.3	Other: Additional _____				
R-5.4	<b>Total Miscellaneous</b>	\$77,602	\$73,191	\$74,243	\$74,243
R-5.5	<b>Total Forecasted Revenue</b>	\$10,829,138	\$11,145,814	\$11,656,752	\$11,656,752
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	<u>Donations</u>	\$39,219	\$36,471	\$0	
R-6.4	_____				
R-6.5	_____				
R-6.6	<b>Total Other Forecasted Revenue (a+b)</b>	\$39,219	\$36,471	\$0	\$0

# Final Budget

NAME OF DISTRICT/BOARD

## CAPITAL OUTLAY BUDGET

		2018-2019 Actual	2019-2020 Estimated	2020-2021 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	\$717,538	\$183,093	\$16,500	\$16,500
E-1.4	Other (Specify)				
E-1.5	<u>Radiology Remodel</u>	\$1,262,304			
E-1.6					
E-1.7					
E-1.8	<b>TOTAL CAPITAL OUTLAY</b>	\$1,979,842	\$183,093	\$16,500	\$16,500

## ADMINISTRATION BUDGET

		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval
<b>E-2</b>	<b>Personnel Services</b>				
E-2.1	Administrator	\$0	\$0	\$201,399	\$201,399
E-2.2	Secretary	\$0	\$0	\$11,232	\$11,232
E-2.3	Clerical	\$151,529	\$115,355	\$134,453	\$134,453
E-2.4	Other (Specify)				
E-2.5	<u>Manager</u>	\$81,055	\$83,561	\$88,187	\$88,187
E-2.6					
E-2.7					
<b>E-3</b>	<b>Board Expenses</b>				
E-3.1	Travel				
E-3.2	Mileage	\$1,225	\$1,178	\$1,245	\$1,245
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	\$19,739	\$69,088	\$42,713	\$42,713
E-4.2	Accounting/Auditing	\$40,225	\$36,726	\$41,570	\$41,570
E-4.3	Other (Specify)				
E-4.4					
E-4.5					
E-4.6					
<b>E-5</b>	<b>Other Administrative Expenses</b>				
E-5.1	Office Supplies	\$2,638	\$2,128	\$2,197	\$2,197
E-5.2	Office equipment, rent & repair	\$18	\$154	\$380	\$380
E-5.3	Education	\$1,266	\$8,491	\$1,246	\$1,246
E-5.4	Registrations				
E-5.5	Other (Specify)				
E-5.6	<u>HMS Management Fee</u>	\$462,227	\$509,051	\$132,949	\$132,949
E-5.7					
E-5.8					
<b>E-6</b>	<b>TOTAL ADMINISTRATION</b>	\$759,920	\$825,732	\$657,571	\$657,571

# Final Budget

Crook County Medical Services District

FYE 6/30/2021

<b>OPERATIONS BUDGET</b>					
		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval
<b>E-7</b>	<b>Personnel Services</b>				
E-7.1	Wages--Operations	\$5,994,098	\$6,208,704	\$6,529,936	\$6,529,936
E-7.2	Service Contracts	\$887,805	\$879,177	\$880,992	\$880,992
E-7.3	Other (Specify)				
E-7.4	Travel/Education Exp	\$32,589	\$33,593	\$49,884	\$49,884
E-7.5					
E-7.6					
<b>E-8</b>	<b>Travel</b>				
E-8.1	Mileage	\$33,500	\$29,940	\$32,453	\$32,453
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	Medical Supplies	\$478,777	\$516,676	\$579,627	\$579,627
E-9.2	Cleaning Supplies	\$20,614	\$21,805	\$22,486	\$22,486
E-9.3	Office Supplies	\$8,073	\$8,392	\$8,527	\$8,527
E-9.4					
E-9.5					
<b>E-10</b>	<b>Program Services (List)</b>				
E-10.1	Rental & Lease	\$165,269	\$163,719	\$161,148	\$161,148
E-10.2	Repair & Maintenance	\$58,110	\$19,981	\$30,713	\$30,713
E-10.3					
E-10.4					
E-10.5					
<b>E-11</b>	<b>Contractual Arrangements (List)</b>				
E-11.1	Services	\$63,239	\$84,444	\$86,236	\$86,236
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., Other	\$7,241	\$3,569	\$3,245	\$3,245
E-12.2	Shipping	\$2,951	\$2,860	\$2,895	\$2,895
E-12.3	Utilities	\$165,981	\$162,253	\$171,806	\$171,806
E-12.4	Recruiting	\$1,830	\$1,802	\$5,000	\$5,000
E-12.5					
<b>E-13</b>	<b>TOTAL OPERATIONS</b>	<b>\$7,920,078</b>	<b>\$8,136,914</b>	<b>\$8,564,948</b>	<b>\$8,564,948</b>

# Final Budget

## INDIRECT COSTS BUDGET

			2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval
<b>E-14</b>	<b>Insurance</b>					
E-14.1	Liability		\$64,103	\$56,160	\$60,467	\$60,467
E-14.2	Buildings and vehicles		\$59,095	\$57,074	\$59,975	\$59,975
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		\$404,845	\$410,722	\$423,044	\$423,044
E-15.2	Workers Compensation		\$80,704	\$78,245	\$81,203	\$81,203
E-15.3	Unemployment Taxes		\$18,751	\$18,302	\$19,229	\$19,229
E-15.4	Retirement		\$13,562	\$14,428	\$65,400	\$65,400
E-15.5	Health Insurance		\$482,037	\$478,085	\$501,989	\$501,989
E-15.6	Other (Specify)					
E-15.7	<u>Employer Dental and HS/</u>		\$0	\$8,247	\$17,358	\$17,358
E-15.8	_____					
E-15.9	_____					
<b>E-17</b>	<b>TOTAL INDIRECT COSTS</b>		<b>\$1,123,097</b>	<b>\$1,121,263</b>	<b>\$1,228,665</b>	<b>\$1,228,665</b>

## DEBT SERVICE BUDGET

			2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval
<b>D-1</b>	<b>Debt Service</b>					
D-1.1	Principal		\$7,503	\$85,101	\$113,901	\$113,901
D-1.2	Interest		\$5,578	\$34,043	\$45,468	\$45,468
D-1.3	Fees					
<b>D-2</b>	<b>TOTAL DEBT SERVICE</b>		<b>\$13,081</b>	<b>\$119,144</b>	<b>\$159,369</b>	<b>\$159,369</b>

# Final Budget

Crook County Medical Services District  
 NAME OF DISTRICT/BOARD

FYE 6/30/2021

## GENERAL FUNDS

	End of Year	Beginning	Beginning	Final Approval
	2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	
<b>C-1 Balances at Beginning of Fiscal Year</b>				
C-1.1 General Fund Checking Account Balance	\$300,944	\$300,944	\$520,840	\$520,840
C-1.2 Savings and Investments Account Balance	\$198,387	\$198,387	\$210,815	\$210,815
C-1.3 General Fund CD Balance		\$0		
C-1.4 All Other Funds	\$27,369	\$27,369		
C-1.5 Reserves (From Below)	\$0	\$0	\$3,448,890	\$3,448,890
<b>C-1.6 Total Estimated Cash and Investments on Hand</b>	<b>\$526,700</b>	<b>\$526,700</b>	<b>\$4,180,546</b>	<b>\$4,180,546</b>
<b>C-2 General Fund Reductions:</b>				
C-2.1 a. Unpaid bills at FYE				
C-2.2 b. Reserves	\$0	\$3,448,890	\$3,448,890	\$3,448,890
C-2.3 <b>Total Deductions (a+b)</b>	<b>\$0</b>	<b>\$3,448,890</b>	<b>\$3,448,890</b>	<b>\$3,448,890</b>
<b>C-2.4 Estimated Non-Restricted Funds Available</b>	<b>\$526,700</b>	<b>-\$2,922,190</b>	<b>\$731,655</b>	<b>\$731,655</b>

## SINKING & DEBT SERVICE FUNDS

	2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval
<b>C-3</b>				
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

	2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval
<b>C-4</b>				
C-4.1 Beginning Balance in Reserve Account (end of previous year)		\$0	\$3,448,890	\$3,448,890
C-4.2 Date of Reserve Approval in Minutes:				
C-4.3 Amount to be added to the reserve		\$3,448,890		
C-4.4 Date of Reserve Approval in Minutes: <i>HHS Funding</i>				
C-4.5 SUB-TOTAL	\$0	\$3,448,890	\$3,448,890	\$3,448,890
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	\$3,448,890	\$3,448,890	\$3,448,890

## BOND FUNDS

	2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval
<b>C-5</b>				
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
<b>C-5.9 TOTAL TO BE SPENT</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>