

Proposed Budget

Cheyenne/Laramie County EMS Joint Powers Board	
Budget Hearing Information	
3962 Archer Parkway	Location: 3962 Archer Parkway
Cheyenne, WY 82009	Date: 6/9/2026
(307) 633-4336	Time: 1:30PM
Laramie County	Budget Prepared by: Beth Harris

S-A	BUDGET MESSAGE	W.S. 16-12-403 (c)
This year's budget reflects the identification of monies passed through from our contract with Amercian Medical Response (AMR) to reimburse the following: 1) Medical Direction, 2) Contract Administration and 3) Dispatch Services. Funding received is also for board oeperations and system enhancements. Revenues received by the board are only obtained through the contract services with AMR as designed by the contract.		

S-B	RESERVE DESCRIPTION
The board has a set of funds reserved specifically for EMS enhancements only. Annually \$15,000 is added to it and any funds not used in this reserve roll over to the next fiscal year. The current reserve balance is \$52,720.41. Reserve funds are kept within the same account as the primary funds. The board has only one account. Budget reports are given at each monthly meeting showing all account balances to include the reserve.	

S-C			
Names of Board Members	Date of End of Term	Phone no.	Email:
Jeanine West	1/1/27	3076334333	jeanine.west@laramiecountyywy.gov
Jared Skagen	1/1/27	3076337775	jared.skagen@crmcwy.org
Andrew Dykshorn	1/1/27	3076384374	adykshorn@cheyennecity.org
Matthew Butler	1/1/27	3076334335	matthew.butler@laramiecountyywy.gov
Don Wood	1/1/27	3076384338	dwood@cheyennecity.org

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

Yes

W.S. 16-12-303(a) requires special districts to maintain copies of records. Please enter the physical address, phone number, and hours open below.

Address of office:	3962 Archer Parkway
City, State, Zip:	Cheyenne, WY 82009
Phone Number:	307-633-4336
Hours Open:	Monday-Thursday 7am-5pm

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

They are available at the Cheyenne/Laramie County EMA, on their website, or by contacting any of the board members.

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

Wyoming Tribune Eagle and the website

Where are the public meetings held?

Cheyenne/Laramie County Emergency Management Agency

PROPOSED BUDGET SUMMARY

OVERVIEW		2024-2025 Actual	2025-2026 Estimated	2026-2027 Proposed	Pending Approval
S-1	Total Budgeted Expenditures	\$315,318	\$330,812	\$330,151	\$330,151
S-2	Total Principal to Pay on Debt	\$0	\$0	\$0	\$0
S-3	Total Change to Restricted Funds	\$11,250	-\$9,872	-\$4,000	-\$4,000
S-4	Total General Fund and Forecasted Revenues Available	\$439,614	\$438,799	\$446,561	\$446,561
S-5	Amount requested from County Commissioners	\$0	\$0	\$0	\$0
S-6	Additional Funding Needed :			\$0	\$0
	Projected Surplus:			\$120,410	\$120,410
REVENUE SUMMARY		2024-2025 Actual	2025-2026 Estimated	2026-2027 Proposed	Pending Approval
S-7	Operating Revenues	\$0	\$0	\$0	\$0
S-8	Tax levy (From the County Treasurer)	\$0	\$0	\$0	\$0
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	\$329,775	\$328,960	\$328,660	\$328,660
S-13	Other Forecasted Revenue	\$0	\$0	\$0	\$0
S-14	Total Revenue	\$329,775	\$328,960	\$328,660	\$328,660
FY 7/1/26-6/30/27 Cheyenne/Laramie County EMS Joint Powers Board					
EXPENDITURE SUMMARY		2024-2025 Actual	2025-2026 Estimated	2026-2027 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	\$1,552	\$1,371	\$2,930	\$2,930
S-18	Operations	\$310,016	\$304,569	\$308,221	\$308,221
S-19	Indirect Costs	\$0	\$0	\$0	\$0
S-20R	Expenditures paid by Reserves	\$3,750	\$24,872	\$19,000	\$19,000
S-20	Total Expenditures	\$315,318	\$330,812	\$330,151	\$330,151
DEBT SUMMARY		2024-2025 Actual	2025-2026 Estimated	2026-2027 Proposed	Pending Approval
S-21	Principal Paid on Debt	\$0	\$0	\$0	\$0
CASH AND INVESTMENTS		2024-2025 Actual	2025-2026 Estimated	2026-2027 Proposed	Pending Approval
S-22	TOTAL GENERAL FUNDS	\$109,839	\$109,839	\$117,901	\$117,901
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	\$51,342	\$62,592	\$52,720	\$52,720
S-26	c. Bond Funds	\$0	\$0	\$0	\$0
	Total Reserves (a+b+c)	\$51,342	\$62,592	\$52,720	\$52,720
S-27	Amount to be added				
S-28	a. Sinking and Debt Service Funds	\$0	\$0	\$0	\$0
S-29	b. Reserves	\$15,000	\$15,000	\$15,000	\$15,000
S-30	c. Bond Funds	\$0	\$0	\$0	\$0
	Total to be added (a+b+c)	\$15,000	\$15,000	\$15,000	\$15,000
S-31	Subtotal	\$66,342	\$77,592	\$67,720	\$67,720
S-32	Less Total to be spent	\$3,750	\$24,872	\$19,000	\$19,000
S-33	TOTAL RESERVES AT END OF FISCAL YEAR	\$62,592	\$52,720	\$48,720	\$48,720

End of Summary

Budget Officer / District Official (if not same as "Submitted by") _____ Date adopted by Special District _____

DISTRICT ADDRESS: 3962 Archer Parkway
Cheyenne, WY 82009

PREPARED BY: Beth Harris

DISTRICT PHONE: 3076334336

Prepared in compliance with the Uniform Municipal Fiscal Procedures Act (W.S. 16-12-401 et seq.) as it applies.

4/16/26 Form approved by Wyoming Department of Audit, Public Funds Division

Proposed Budget

Cheyenne/Laramie County EMS Joint Powers Board

FYE 6/30/2027

NAME OF DISTRICT/BOARD

PROPERTY TAXES AND ASSESSMENTS

	DOA Chart of Accounts	2024-2025 Actual	2025-2026 Estimated	2026-2027 Proposed	Pending Approval
R-1 Property Taxes and Assessments Received					
R-1.1 Tax Levy (From the County Treasurer)	4001				
R-1.2 Other County Support (see note on the right)	4005				

FORECASTED REVENUE

	DOA Chart of Accounts	2024-2025 Actual	2025-2026 Estimated	2026-2027 Proposed	Pending Approval
R-2 Revenues from Other Governments					
R-2.1 State Aid	4211				
R-2.2 Additional County Aid (non-treasurer)	4237				
R-2.3 City (or Town) Aid	4237				
R-2.4 Other (Specify)	4237				
R-2.5 Total Government Support		\$0	\$0	\$0	\$0
R-3 Operating Revenues					
R-3.1 Customer Charges	4300				
R-3.2 Sales of Goods or Services	4300				
R-3.3 Other Assessments	4503				
R-3.4 Total Operating Revenues		\$0	\$0	\$0	\$0
R-4 Grants					
R-4.1 Direct Federal Grants	4201				
R-4.2 Federal Grants thru State Agencies	4201				
R-4.3 Grants from State Agencies	4211				
R-4.4 Total Grants		\$0	\$0	\$0	\$0
R-5 Miscellaneous Revenue					
R-5.1 Interest	4501	\$1,775	\$960	\$660	\$660
R-5.2 Other: Specify <u>AMR Contract Fees</u>	4500	\$328,000	\$328,000	\$328,000	\$328,000
R-5.3 Other: Additional _____					
R-5.4 Total Miscellaneous		\$329,775	\$328,960	\$328,660	\$328,660
R-5.5 Total Forecasted Revenue		\$329,775	\$328,960	\$328,660	\$328,660
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

Proposed Budget

Cheyenne/Laramie County EMS Joint Powers Board
NAME OF DISTRICT/BOARD

FYE 6/30/2027

CAPITAL OUTLAY BUDGET

	DOA Chart of Accounts	2024-2025 Actual	2025-2026 Estimated	2026-2027 Proposed	Pending Approval
E-1 Capital Outlay					
E-1.1 Real Property	6201				
E-1.2 Vehicles	6210				
E-1.3 Office Equipment	6211				
E-1.4 Other (Specify)					
E-1.5	6200				
E-1.6	6200				
E-1.7					
E-1.8 TOTAL CAPITAL OUTLAY		\$0	\$0	\$0	\$0

ADMINISTRATION BUDGET

	DOA Chart of Accounts	2024-2025 Actual	2025-2026 Estimated	2026-2027 Proposed	Pending Approval
E-2 Personnel Services					
E-2.1 Administrator	7002				
E-2.2 Secretary	7003				
E-2.3 Clerical	7004				
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	\$0	\$0	\$1,000	\$1,000
E-3.2 Mileage	7012				
E-3.3 Other (Specify)					
E-3.4	7013				
E-3.5	7013				
E-3.6					
E-4 Contractual Services					
E-4.1 Legal	7021				
E-4.2 Accounting/Auditing	7022	\$6	\$6	\$30	\$30
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	\$1,059	\$1,218	\$1,300	\$1,300
E-5.2 Office equipment, rent & repair	7032				
E-5.3 Education	7033				
E-5.4 Registrations	7034				
E-5.5 Other (Specify)					
E-5.6 Legal Advertising	7035	\$487	\$147	\$600	\$600
E-5.7	7035				
E-5.8					
E-6 TOTAL ADMINISTRATION		\$1,552	\$1,371	\$2,930	\$2,930

Proposed Budget

Cheyenne/Laramie County EMS Joint Powers Board

FYE 6/30/2027

OPERATIONS BUDGET

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 Printing & Copying

E-9.2 Meeting Expenses

E-9.3 Postage

E-9.4

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 Medical Director

E-11.2 Contract Administration

E-11.3 Dispatch Services

E-11.4

E-11.5

E-12 Other operations (Specify)

E-12.1 Training

E-12.2 Professional Services

E-12.3

E-12.4

E-12.5

E-13 TOTAL OPERATIONS

DOA Chart of Accounts	2024-2025 Actual	2025-2026 Estimated	2026-2027 Proposed	Pending Approval
7202				
7203				
7204				
7204				
7211				
7212				
7212				
7220	\$0	\$0	\$700	\$700
7220	\$265	\$78	\$1,000	\$1,000
7220	\$0	\$0	\$30	\$30
7220				
7230				
7230				
7230				
7230				
7400	\$60,000	\$60,000	\$60,000	\$60,000
7400	\$81,751	\$76,491	\$76,491	\$76,491
7400	\$168,000	\$168,000	\$168,000	\$168,000
7400				
7450	\$0	\$0	\$1,500	\$1,500
7450	\$0	\$0	\$500	\$500
7450				
7450				
	\$310,016	\$304,569	\$308,221	\$308,221

Proposed Budget

Cheyenne/Laramie County EMS Joint Powers Board

FYE 6/30/2027

INDIRECT COSTS BUDGET

	DOA Chart of Accounts	2024-2025 Actual	2025-2026 Estimated	2026-2027 Proposed	Pending 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	7505				
E-14.6	7505				
E-14.7					
E-15 Indirect payroll costs:					
E-15.1 FICA (Social Security) taxes	7511				
E-15.2 Workers Compensation	7512				
E-15.3 Unemployment Taxes	7513				
E-15.4 Retirement	7514				
E-15.5 Health Insurance	7515				
E-15.6 Other (Specify)					
E-15.7	7516				
E-15.8	7516				
E-15.9					
E-17 TOTAL INDIRECT COSTS		\$0	\$0	\$0	\$0

DEBT SERVICE BUDGET

	DOA Chart of Accounts	2024-2025 Actual	2025-2026 Estimated	2026-2027 Proposed	Pending 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

Proposed Budget

Cheyenne/Laramie County EMS Joint Powers Board

FYE 6/30/2027

NAME OF DISTRICT/BOARD

GENERAL FUNDS

		End of Year	Beginning	Beginning	
		2024-2025	2025-2026	2026-2027	Pending
		Actual	Estimated	Proposed	Approval
DOA Chart					
of Accounts					
C-1	Balances at Beginning of Fiscal Year				
C-1.1	General Fund Checking	1010	\$109,839	\$109,839	\$117,901
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)		\$62,592	\$52,720	\$48,720
C-1.6	Total Estimated Cash and Investments on Hand		\$172,431	\$162,559	\$166,622
C-2	General Fund Reductions:				
C-2.1	a. Unpaid bills at FYE	2010			
C-2.2	b. Reserves		\$62,592	\$52,720	\$48,720
C-2.3	Total Deductions (a+b)		\$62,592	\$52,720	\$48,720
C-2.4	Estimated Non-Restricted Funds Available		\$109,839	\$109,839	\$117,901

DOA Chart
of Accounts

SINKING & DEBT SERVICE FUNDS

1070

		2024-2025	2025-2026	2026-2027	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

1090

		2024-2025	2025-2026	2026-2027	Pending
		Actual	Estimated	Proposed	Approval
C-4					
C-4.1	Beginning Balance in Reserve Account (end of previous year)	\$51,342	\$62,592	\$52,720	\$52,720
C-4.2	Date of Reserve Approval in Minutes: Annual per Contract				
C-4.3	Amount to be added to the reserve	\$15,000	\$15,000	\$15,000	\$15,000
C-4.4	Date of Reserve Approval in Minutes: Annual per Contract				
C-4.5	SUB-TOTAL	\$66,342	\$77,592	\$67,720	\$67,720
C-4.6	Identify the amount and project to be spent				
C-4.7	a. Protocol App	\$3,750	\$3,750	\$4,000	\$4,000
C-4.8	b. System Enhancements		\$21,122	\$15,000	\$15,000
C-4.9	c.				
C-4.10	Date of Reserve Approval in Minutes:				
C-4.11	TOTAL OTHER RESERVE OUTLAY (a+b+c)	\$3,750	\$24,872	\$19,000	\$19,000
C-4.12	Balance to be retained	\$62,592	\$52,720	\$48,720	\$48,720

BOND FUNDS

1060

		2024-2025	2025-2026	2026-2027	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	\$3,750	\$24,872	\$19,000	\$19,000