

Final Budget

Cheyenne/Laramie County EMS Joint Powers Board	
Budget Hearing Information	
3962 Archer Parkway	Location: 3962 Archer Parkway
Cheyenne, WY 82009	Date: 6/8/2021
307-633-4336	Time: 1:00pm
Laramie County	Budget Prepared by: Beth Harris

S-A	BUDGET MESSAGE	W.S. 16-4-104(d)
<p>This year's budget reflects the identification of monies passed through from our contract with American Medical Response (AMR) to reimburse the following: 1) Medical Direction 2) Contract Administration and 3) Dispatch Services. Funding received is also for board operations and system enhancements. Revenues received by the board are only obtained through the contract services with AMR as designed by the contract.</p>		

S-B	RESERVE DESCRIPTION
<p>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 \$39,540.98. 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.</p>	

Names of Board Members	Date of End of Term
Byron Mathews	1/1/22
Jeanine West	1/1/22
Carrie Deselms	1/1/22
John Kopper	1/1/22
Tracy Garcia	1/1/22

Does the district have regular office hours exceeding 20 hours per week?	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)?	Yes
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Where are the minutes of your board meeting available for public review?
 They are available at the Cheyenne/Laramie County Emergency Management Agency or by contacting any of the board members.

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

Where are the public meetings held?
 Cheyenne/Laramie County Emergency Management Agency

FINAL BUDGET SUMMARY

OVERVIEW		2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Final Approval
S-1	Total Budgeted Expenditures	\$339,669	\$358,231	\$316,110	\$316,110
S-2	Total Principal to Pay on Debt	\$0	\$0	\$0	\$0
S-3	Total Change to Restricted Funds	\$0	-\$14,120	\$12,750	\$12,750
S-4	Total General Fund and Forecasted Revenues Available	\$508,461	\$463,470	\$433,561	\$433,561
S-5	<i>Amount requested from County Commissioners</i>	\$0	\$0	\$0	\$0
S-6	Additional Funding Needed :			\$0	\$0

REVENUE SUMMARY		2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Final 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	\$372,992	\$327,997	\$328,000	\$328,000
S-13	Other Forecasted Revenue	\$0	\$0	\$0	\$0
S-14	Total Revenue	\$372,992	\$327,997	\$328,000	\$328,000

FY 7/1/21-6/30/22 Cheyenne/Laramie County EMS Joint Powers Board

EXPENDITURE SUMMARY		2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Final Approval
S-15	Capital Outlay	\$0	\$0	\$0	\$0
S-16	Interest and Fees On Debt	\$0	\$0	\$0	\$0
S-17	Administration	\$25,203	\$26,556	\$2,130	\$2,130
S-18	Operations	\$314,466	\$302,555	\$311,730	\$311,730
S-19	Indirect Costs	\$0	\$0	\$0	\$0
S-20R	Expenditures paid by Reserves	\$0	\$29,120	\$2,250	\$2,250
S-20	Total Expenditures	\$339,669	\$358,231	\$316,110	\$316,110

DEBT SUMMARY		2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Final Approval
S-21	Principal Paid on Debt	\$0	\$0	\$0	\$0

CASH AND INVESTMENTS		2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Final Approval
S-22	TOTAL GENERAL FUNDS	\$135,469	\$135,473	\$105,561	\$105,561

Summary of Reserve Funds

S-23	Beginning Balance in Reserve Accounts				
S-24	a. Sinking and Debt Service Funds	\$53,661	\$53,661	\$39,541	\$39,541
S-25	b. Reserves	\$0	\$0	\$0	\$0
S-26	c. Bond Funds	\$0	\$0	\$0	\$0
	Total Reserves (a+b+c)	\$53,661	\$53,661	\$39,541	\$39,541
S-27	Amount to be added				
S-28	a. Sinking and Debt Service Funds	\$0	\$15,000	\$15,000	\$15,000
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	\$15,000	\$15,000	\$15,000
S-31	Subtotal	\$53,661	\$68,661	\$54,541	\$54,541
S-32	Less Total to be spent	\$0	\$29,120	\$2,250	\$2,250
S-33	TOTAL RESERVES AT END OF FISCAL YEAR	\$53,661	\$39,541	\$52,291	\$52,291

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: 307-633-4336

Final Budget

Cheyenne/Laramie County EMS Joint Powers Board

FYE 6/30/2022

NAME OF DISTRICT/BOARD

PROPERTY TAXES AND ASSESSMENTS

	DOA Chart of Accounts	2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Final 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	2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Final 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		\$5	\$8	\$8
R-5.2 Other: Specify <u>AMR Contract Fees</u>	4500	\$372,992	\$327,992	\$327,992	\$327,992
R-5.3 Other: Additional					
R-5.4 Total Miscellaneous		\$372,992	\$327,997	\$328,000	\$328,000
R-5.5 Total Forecasted Revenue		\$372,992	\$327,997	\$328,000	\$328,000
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

Final Budget

NAME OF DISTRICT/BOARD

CAPITAL OUTLAY BUDGET

	DOA Chart of Accounts	2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Final 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	2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Final 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	\$244	\$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	\$10	\$11	\$30	\$30
E-4.3 Other (Specify)					
E-4.4 _____	7023				
E-4.5 _____	7023				
E-4.6 _____ see additional details		\$24,750	\$25,550		
E-5 Other Administrative Expenses					
E-5.1 Office Supplies	7031	\$0	\$481	\$500	\$500
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	\$199	\$513	\$600	\$600
E-5.7 Bank Charges	7035	\$0	\$0	\$0	
E-5.8 _____					
E-6 TOTAL ADMINISTRATION		\$25,203	\$26,556	\$2,130	\$2,130

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OPERATIONS BUDGET

	DOA Chart of Accounts	2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Final Approval
E-7 Personnel Services					
E-7.1 Wages--Operations	7202				
E-7.2 Service Contracts	7203				
E-7.3 Other (Specify)					
E-7.4 _____	7204				
E-7.5 _____	7204				
E-7.6 _____					
E-8 Travel					
E-8.1 Mileage	7211				
E-8.2 Other (Specify)					
E-8.3 _____	7212				
E-8.4 _____	7212				
E-8.5 _____					
E-9 Operating supplies (List)					
E-9.1 Printing & Copying	7220	\$125	\$0	\$700	\$700
E-9.2 Meeting Expenses	7220	\$484	\$366	\$1,000	\$1,000
E-9.3 Postage	7220	\$24	\$22	\$30	\$30
E-9.4 _____	7220				
E-9.5 _____					
E-10 Program Services (List)					
E-10.1 _____	7230				
E-10.2 _____	7230				
E-10.3 _____	7230				
E-10.4 _____	7230				
E-10.5 _____					
E-11 Contractual Arrangements (List)					
E-11.1 Medical Directors	7400	\$70,000	\$70,000	\$70,000	\$70,000
E-11.2 Contract Admin	7400	\$75,833	\$64,167	\$70,000	\$70,000
E-11.3 Dispatch Services	7400	\$168,000	\$168,000	\$168,000	\$168,000
E-11.4 _____	7400				
E-11.5 _____					
E-12 Other operations (Specify)					
E-12.1 Training	7450	\$0	\$0	\$1,500	\$1,500
E-12.2 Professional Services	7450	\$0	\$0	\$500	\$500
E-12.3 _____	7450				
E-12.4 _____	7450				
E-12.5 _____					
E-13 TOTAL OPERATIONS		\$314,466	\$302,555	\$311,730	\$311,730

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INDIRECT COSTS BUDGET

	DOA Chart of Accounts	2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Final 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	2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Final 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

Final Budget

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

FYE 6/30/2022

GENERAL FUNDS				
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		End of Year	Beginning	Beginning	
		2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Final Approval
C-1	Balances at Beginning of Fiscal Year	DOA Chart of Accounts			
C-1.1	General Fund Checking	1010	\$135,469	\$135,469	\$105,553
C-1.2	Savings and Investments	1040	\$4	\$8	\$8
C-1.3	General Fund CD Balance	1050	\$0		
C-1.4	All Other Funds	1020	\$0		
C-1.5	Reserves (From Below)		\$53,661	\$39,541	\$54,541
C-1.6	Total Estimated Cash and Investments on Hand		\$189,130	\$175,014	\$160,102
C-2 General Fund Reductions:					
C-2.1	a. Unpaid bills at FYE	2010			
C-2.2	b. Reserves		\$53,661	\$39,541	\$54,541
C-2.3	Total Deductions (a+b)		\$53,661	\$39,541	\$54,541
C-2.4	Estimated Non-Restricted Funds Available		\$135,469	\$135,473	\$105,561

	DOA Chart of Accounts			
SINKING & DEBT SERVICE FUNDS	1070			

		2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Final Approval
C-3	Beginning Balance in Reserve Account (end of previous year)	\$53,661	\$53,661	\$39,541	\$39,541
C-3.2	<i>Date of Reserve Approval in Minutes: Annual per Contract</i>				
C-3.3	Amount to be added to the reserve		\$15,000	\$15,000	\$15,000
C-3.4	<i>Date of Reserve Approval in Minutes: Annual per Contract</i>				
C-3.5	SUB-TOTAL	\$53,661	\$68,661	\$54,541	\$54,541
C-3.6	Identify the amount and project to be spent				
C-3.7	a. ACID Remap		\$2,250	\$2,250	\$2,250
C-3.8	b. ELC Needs Assessment		\$5,000		
C-3.9	c. Binder Lifts		\$21,870		
C-3.10	<i>Date of Reserve Approval in Minutes:</i>				
C-3.11	TOTAL CAPITAL OUTLAY (a+b+c)	\$0	\$29,120	\$2,250	\$2,250
C-3.12	Balance to be retained	\$53,661	\$39,541	\$52,291	\$52,291

RESERVES	1090			
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		2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Final Approval
C-4	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	\$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	\$0
C-4.12	Balance to be retained	\$0	\$0	\$0	\$0

BOND FUNDS	1060			
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		2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Final Approval
C-5	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	\$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	\$0
C-5.9	TOTAL TO BE SPENT	\$0	\$29,120	\$2,250	\$2,250

From:
Wyoming Tribune Eagle
22 W. Lincolnway
Cheyenne, WY 82001

Affidavit of Publication

Description of advertisement:
JUNE 8 MEETING
Published: 06/02/2021 06/06/2021
Legal publication number: 213099

THE STATE OF WYOMING) ss.
County of Laramie)

I, Glenn McDonald
solemnly swear that I am the Publisher's Agent of
the **Wyoming Tribune Eagle**, a newspaper of
general circulation published in the **County of
Laramie, State of Wyoming**; that the notice, of
which the attached is a true copy, was published
in said newspaper for Two publications, the
first having been made on the 2nd day of
June, 2021, and the last publication
having been made on the 6th day of June,
2021; that said notice was published in the
regular and entire issue of said newspaper during
the period and times of publication aforesaid and
that the notice was published in the newspaper
proper, and not in a supplement.

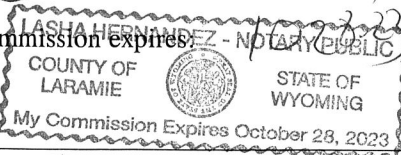
Publication fees: \$318.20

Subscribed and sworn to before me,

this 8th

Day of June, 2021

My commission expires



[Signature]
Notary Public

LEGAL NOTICE
**Notice of Annual Meeting for Cheyenne/Laramie County
EMS Joint Powers Board**

A public meeting will be held on June 8, 2021 at 1:30pm at
the Cheyenne/Laramie County Emergency Management
Office, 3962 Archer Parkway, Cheyenne, WY 82009. The
meeting will be to discuss and adopt the proposed 2022
budget for the Cheyenne/Laramie County Emergency
Medical Services Joint Powers Board. All interested citi-
zens are encouraged to attend and comment.

Proposed Appropriations

Accounting/Auditing	\$ 30.00
Legal Advertising	\$ 600.00
Meeting Expenses	\$ 1,000.00
Postage, Mailing Service	\$ 30.00
Printing and Copying	\$ 700.00
Professional Services	\$ 500.00
Supplies	\$ 500.00
Training	\$ 1,500.00
Travel	\$ 1,000.00
Equipment Reserve	\$39,540.98
Remaining Account Balance	\$85,847.16 (Estimated)
Admin Reimbursements/Pass through Funds	\$308,000.00
Total Appropriations	\$363,860.00

This information is available in alternative forms. If
reasonable accommodations are required, please contact:
Laramie County Emergency
Management Agency
3962 Archer Parkway
Cheyenne, WY 82009
(307) 633-4336
(307) 633-4337 (fax)
Emergencymanagement@laramiecounty.com
JUNE 2, 6, 2021