

# Final Budget

Laramie County Community Juvenile Services Joint Powers Board	
Budget Hearing Information	
310 W. 19th Street, Suite 300	Location: Cheyenne / Laramie County Health Dept.
Cheyenne, WY 82001	Date: Tuesday, July 18, 2017
307-256-7092	Time: 10:00 AM
Laramie County	Budget Prepared by: Tim Thorson

S-A	BUDGET MESSAGE	W.S. 16-4-104(d)
<p>The board receives lease payments and expends bond payments relating to the financing of the Laramie County Juvenile Services Center. The board's operating budget consists of biennial contracts with the WY Department of Family Services. At the time of submission, it is uncertain what level of funding the board will receive. This proposed budget assumes level funding, which may require a budget amendment at some point.</p>		

S-B	RESERVE DESCRIPTION
The board has funds held by the bond trustee as a bond payment reserve.	

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"/> No
Captain Michael Sorenson	6/30/20	
Gus Lopez	6/30/20	
Lieutenant Rob Dafoe	6/30/20	
Monique Meese	6/30/20	
Carla Thurin	6/30/20	
Gay Van Horn	6/30/19	
Rick Robinson	6/30/19	
Carol Trullio	6/30/18	
Allison Anderson	6/30/18	
Sherrif Danny Glick	6/30/19	
Kiersti Willms	6/30/19	
Judge Ronn Jeffrey	6/30/19	

  

<b>If no above:</b> Are the records on file with the County Clerk as required by W.S. 16-12-10-1?	<input type="checkbox"/> Yes
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Where are the minutes of your board meeting available for public review?  
 The Laramie County Commission Office, 310 W. 19 Street, Suite 300, Cheyenne, WY 82001

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

Where are the public meetings held?  
 Cheyenne / Laramie County Health Department, 100 Warren Avenue, Cheyenne, Wyoming

## FINAL BUDGET SUMMARY

OVERVIEW		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Final Approval
S-1	Total Budgeted Expenditures	\$302,620	\$208,637	\$213,932	\$213,932
S-2	Total Principal to Pay on Debt	\$0	\$0	\$0	\$0
S-3	Total Change to Restricted Funds	-\$2,103	\$0	\$0	\$0
S-4	Total General Fund and Forecasted Revenues Available	\$601,129	\$424,220	\$420,943	\$420,943
S-5	Amount requested from County Commissioners	\$0	\$0	\$0	\$0
S-6	Additional Funding Needed :			\$0	\$0

REVENUE SUMMARY		2015-2016 Actual	2016-2017 Estimated	2017-2018 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	\$83,860	\$0	\$83,000	\$83,000
S-10	Grants	\$240,916	\$118,137	\$123,357	\$123,357
S-11	Other County Support (Not from Co. Treas.)	\$0	\$0	\$0	\$0
S-12	Miscellaneous	\$18,112	\$35,050	\$18,000	\$18,000
S-13	Other Forecasted Revenue	\$0	\$0	\$0	\$0
S-14	Total Revenue	\$342,888	\$153,187	\$224,357	\$224,357

FY 7/1/17-6/30/18  
Laramie County Community Juvenile Services Joint Powers Board

EXPENDITURE SUMMARY		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Final Approval
S-15	Capital Outlay	\$0	\$0	\$0	\$0
S-16	Interest and Fees On Debt	\$87,336	\$90,000	\$90,000	\$90,000
S-17	Administration	\$33,292	\$25,864	\$20,906	\$20,906
S-18	Operations	\$181,492	\$92,273	\$102,526	\$102,526
S-19	Indirect Costs	\$500	\$500	\$500	\$500
S-20	Total Expenditures	\$302,620	\$208,637	\$213,932	\$213,932

DEBT SUMMARY		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Final Approval
S-21	Principal Paid on Debt	\$0	\$0	\$0	\$0

CASH AND INVESTMENTS		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Final Approval
S-22	TOTAL GENERAL FUNDS	\$258,241	\$271,033	\$196,586	\$196,586

**Summary of Reserve Funds**

S-23	Beginning Balance in Reserve Accounts				
S-24	a. Depreciation Reserve	\$0	\$0	\$0	\$0
S-25	b. Other Reserve	\$193,624	\$191,521	\$191,521	\$191,521
S-26	c. Emergency Reserve (Cash)	\$0	\$0	\$0	\$0
	<b>Total Reserves (a+b+c)</b>	\$193,624	\$191,521	\$191,521	\$191,521
S-27	Amount to be added				
S-28	a. Depreciation Reserve	\$0	\$0	\$0	\$0
S-29	b. Other Reserve	-\$2,103	\$0	\$0	\$0
S-30	c. Emergency Reserve (Cash)	\$0	\$0	\$0	\$0
	<b>Total to be added (a+b+c)</b>	-\$2,103	\$0	\$0	\$0
S-31	Subtotal	\$191,521	\$191,521	\$191,521	\$191,521
S-32	Less Total to be spent	\$0	\$0	\$0	\$0
S-33	TOTAL RESERVES AT END OF FISCAL YEAR	\$191,521	\$191,521	\$191,521	\$191,521

*End of Summary*

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

*[Signature]* for the board resolution

Date adopted by Special District

7/18/17

DISTRICT ADDRESS: 310 W. 19th Street, Suite 300  
Cheyenne, WY 82001

PREPARED BY: Tim Thorson

DISTRICT PHONE: 307-256-7092

# Final Budget

Laramie County Community Juvenile Services Joint P  
 NAME OF DISTRICT/BOARD

FYE 6/30/2018

## PROPERTY TAXES AND ASSESSMENTS

		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Final Approval
R-1	<b>Property Taxes and Assessments Received</b>				
R-1.1	Tax Levy (From the County Treasurer)				
R-1.2	Other County Support				

## FORECASTED REVENUE

		2015-2016 Actual	2016-2017 Estimated	2017-2018 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) <u>lease with county</u>	\$83,860	\$0	\$83,000	\$83,000
R-2.5	<b>Total Government Support</b>	\$83,860	\$0	\$83,000	\$83,000
R-3	<b>Operating Revenues</b>				
R-3.1	Customer Charges				
R-3.2	Sales of Goods or Services				
R-3.3	Other Assessments				
R-3.4	<b>Total Operating Revenues</b>	\$0	\$0	\$0	\$0
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	\$240,916	\$118,137	\$123,357	\$123,357
R-4.4	<b>Total Grants</b>	\$240,916	\$118,137	\$123,357	\$123,357
R-5	<b>Miscellaneous Revenue</b>				
R-5.1	Interest	\$71			
R-5.2	Other: Specify <u>IRS bond rebates</u>	\$18,041	\$35,050	\$18,000	\$18,000
R-5.3	Other: Additional				
R-5.4	<b>Total Miscellaneous</b>	\$18,112	\$35,050	\$18,000	\$18,000
R-5.5	<b>Total Forecasted Revenue</b>	\$342,888	\$153,187	\$224,357	\$224,357
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	_____				
R-6.4	_____				
R-6.5	_____				
R-6.6	<b>Total Other Forecasted Revenue (a+b)</b>	\$0	\$0	\$0	\$0

# Final Budget

Laramie County Community Juvenile Services Joint Pow  
 NAME OF DISTRICT/BOARD

FYE 6/30/2018

## CAPITAL OUTLAY BUDGET

		2015-2016 Actual	2016-2017 Estimated	2017-2018 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					
E-1.8	<b>TOTAL CAPITAL OUTLAY</b>	\$0	\$0	\$0	\$0

## ADMINISTRATION BUDGET

		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Final Approval
<b>E-2</b>	<b>Personnel Services</b>				
E-2.1	Administrator				
E-2.2	Secretary				
E-2.3	Clerical				
E-2.4	Other (Specify)				
E-2.5	_____				
E-2.6	_____				
E-2.7					
<b>E-3</b>	<b>Board Expenses</b>				
E-3.1	Travel	\$2,994	\$0	\$0	
E-3.2	Mileage				
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				
E-4.2	Accounting/Auditing				
E-4.3	Other (Specify)				
E-4.4	Administration / Legal	\$30,222	\$25,789	\$20,831	\$20,831
E-4.5	_____				
E-4.6					
<b>E-5</b>	<b>Other Administrative Expenses</b>				
E-5.1	Office Supplies				
E-5.2	Office equipment, rent & repair				
E-5.3	Education				
E-5.4	Registrations				
E-5.5	Other (Specify)				
E-5.6					
E-5.7	Bank charges	\$76	\$75	\$75	\$75
E-5.8					
<b>E-6</b>	<b>TOTAL ADMINISTRATION</b>	\$33,292	\$25,864	\$20,906	\$20,906

# Final Budget

Laramie County Community Juvenile Services Joint Pow

FYE 6/30/2018

**OPERATIONS BUDGET**

		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Final Approval
<b>E-7</b>	<b>Personnel Services</b>				
E-7.1	Wages--Operations				
E-7.2	Service Contracts				
E-7.3	Other (Specify)				
E-7.4	_____				
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	_____				
E-9.2	_____				
E-9.3	_____				
E-9.4	_____				
E-9.5	_____				
<b>E-10</b>	<b>Program Services (List)</b>				
E-10.1	Contract juvenile srvc	\$181,492	\$92,273	\$102,526	\$102,526
E-10.2	_____				
E-10.3	_____				
E-10.4	_____				
E-10.5	_____				
<b>E-11</b>	<b>Contractual Arrangements (List)</b>				
E-11.1	_____				
E-11.2	_____				
E-11.3	_____				
E-11.4	_____				
E-11.5	_____				
<b>E-12</b>	<b>Other operations (Specify)</b>				
E-12.1	_____				
E-12.2	_____				
E-12.3	_____				
E-12.4	_____				
E-12.5	_____				
<b>E-13</b>	<b>TOTAL OPERATIONS</b>	\$181,492	\$92,273	\$102,526	\$102,526

# Final Budget

Laramie County Community Juvenile Services Joint Pov

FYE 6/30/2018

## INDIRECT COSTS BUDGET

			2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Final Approval
E-14	<b>Insurance</b>					
E-14.1	Liability		\$500	\$500	\$500	\$500
E-14.2	Buildings and vehicles					
E-14.3	Equipment					
E-14.4	Other (Specify)					
E-14.5	_____					
E-14.6	_____					
E-14.7						
E-15	<b>Indirect payroll costs:</b>					
E-15.1	FICA (Social Security) taxes					
E-15.2	Workers Compensation					
E-15.3	Unemployment Taxes					
E-15.4	Retirement					
E-15.5	Health Insurance					
E-15.6	Other (Specify)					
E-15.7	_____					
E-15.8	_____					
E-15.9						
E-16	<b>Depreciation Expenses</b>					
E-17	<b>TOTAL INDIRECT COSTS</b>		\$500	\$500	\$500	\$500

## DEBT SERVICE BUDGET

			2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Final Approval
D-1	<b>Debt Service</b>					
D-1.1	Principal					
D-1.2	Interest		\$87,336	\$90,000	\$90,000	\$90,000
D-1.3	Fees					
D-2	<b>TOTAL DEBT SERVICE</b>		\$87,336	\$90,000	\$90,000	\$90,000

# Final Budget

Laramie County Community Juvenile Services Joint Pr  
**NAME OF DISTRICT/BOARD**

FYE 6/30/2018

## GENERAL FUNDS

		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Final Approval
<b>C-1</b>	<b>Balances at Beginning of Fiscal Year</b>				
C-1.1	General Fund Checking Account Balance	\$26,763	\$23,618	\$5,000	\$5,000
C-1.2	Savings and Investments Account Balance	\$231,478	\$247,415	\$191,586	\$191,586
C-1.3	General Fund CD Balance				
C-1.4	All Other Funds				
C-1.5	Reserves (From Below)	\$191,521	\$191,521	\$191,521	\$191,521
C-1.6	<b>Total Estimated Cash and Investments on Hand</b>	<b>\$449,763</b>	<b>\$462,554</b>	<b>\$388,108</b>	<b>\$388,108</b>
<b>C-2</b>	<b>General Fund Reductions:</b>				
C-2.1	a. Unpaid bills at FYE				
C-2.2	b. Reserves	\$191,521	\$191,521	\$191,521	\$191,521
C-2.3	<b>Total Deductions (a+b)</b>	<b>\$191,521</b>	<b>\$191,521</b>	<b>\$191,521</b>	<b>\$191,521</b>
C-2.4	<b>Estimated Non-Restricted Funds Available</b>	<b>\$258,241</b>	<b>\$271,033</b>	<b>\$196,586</b>	<b>\$196,586</b>

## DEPRECIATION RESERVE (CAPITAL OUTLAY - REPLACEMENT)

		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Final Approval
<b>C-3</b>					
C-3.1	Beginning Balance in Reserve Account (end of previous year)	\$0	\$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	<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	Date of Reserve Approval in Minutes: _____				
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)

		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Final Approval
<b>C-4</b>					
C-4.1	Beginning Balance in Reserve Account (end of previous year)	\$193,624	\$191,521	\$191,521	\$191,521
C-4.2	Date of Reserve Approval in Minutes: <i>by trustee action</i>				
C-4.3	Amount to be added to the reserve	-\$2,103	\$0	\$0	
C-4.4	Date of Reserve Approval in Minutes: <i>by trustee action</i>				
C-4.5	<b>SUB-TOTAL</b>	<b>\$191,521</b>	<b>\$191,521</b>	<b>\$191,521</b>	<b>\$191,521</b>
C-4.6	Identify the amount and project to be spent from "Other"				
C-4.7	a. _____				
C-4.8	b. _____				
C-4.9	c. _____				
C-4.10	Date of Reserve Approval in Minutes: _____				
C-4.11	<b>TOTAL OTHER RESERVE OUTLAY (a+b+c)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
C-4.12	Balance to be retained in Other Reserve Account	\$191,521	\$191,521	\$191,521	\$191,521

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

		2015-2016 Actual	2016-2017 Estimated	2017-2018 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	<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	Date of Reserve Approval in Minutes: _____				
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>\$0</b>	<b>\$0</b>	<b>\$0</b>

**Proof of Publication**

THE STATE OF WYOMING )ss.  
County of Laramie )

**AFFIDAVIT**

Faith Vroman of said County of Laramie, being first duly sworn, deposes and says that he is Administrative Assistant; or Gina Larsen, of said County of Laramie, being first duly sworn, deposes and says that she is the Business Office Clerk of the

**Wyoming Tribune-Eagle**

a newspaper printed and published in said County and State, and in the Capitol of said State; that the notice of which the annexed is a true copy, has been published in the said newspaper.

for 1 Times, to wit:  
07/07/2017

and that the first publication of said notice was made in said paper bearing date July 7th, A.D. 2017

and that the last publication of said notice was made in said paper bearing date July 7th, A.D. 2017

Subscribed in my presence and sworn to before me by the aforesaid Faith Vroman, Administrative Assistant or Gina Larsen, Business Office Clerk.

this 1342

Day of July 2017  
My commission expires  
August 31, 2017

*Dionne Roccaforte*  
Notary Public

**PUBLIC NOTICE**  
The Laramie County Community Juvenile Services Joint Powers Board will hold a public meeting at 10:00 am on Tuesday, July 18, 2017. At this meeting, the Laramie County Community Juvenile Services Joint Powers Board (LC-CJSJPB) will hold a hearing on a proposed budget for its 2018 fiscal year, which ends on June 30, 2018. The hearing will be held at the board's regularly scheduled July 18, 2017 meeting at 10:00 am at the Cheyenne / Laramie County Health Department at 100 Central Avenue, at which time and place all persons interested may appear and be heard in respect to said budget.  
The proposed budget includes \$123,932 in operating expenses, \$90,000 in debt service, \$196,585 cash on hand, and \$224,357 in revenue from bond payments and contracts with the Wyoming Department of Family Services. The LCCSJPB does not receive mill levy or general support from the City of Cheyenne or Laramie County.  
The meeting is held at a public facility designed to be accessible to persons with disabilities. Any persons with questions on the accessibility of the facility or need for reasonable accommodations should contact Tim Thorson at 307-256-7092.  
July 7, 2017