

Proposed Budget

Laramie County Community Juvenile Services Joint Powers Board	
Budget Hearing Information	
320 W. 19th Street, suite 300	Location: Cheyenne / Laramie County Health Dept., 100 Ce
Cheyenne WY 82001	Date: 7/17/2018
307-256-7092	Time: 10:00 a.m.
Laramie County	Budget Prepared by: Tim Thorson

S-A BUDGET MESSAGE W.S. 16-4-104(d)

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.

S-B RESERVE DESCRIPTION

The board holds reserves for the bond issue in the amount of \$192,640. This amount is determined by the bond trustee in accordance with procedures contained in the bond agreement. In the fiscal year ended June 30, 2017, the board established a reserve policy to determine the amount of cash in operating (not bond) accounts to be retained from prior year's operations of approximately \$16,000.

The

Names of Board Members	Date of End of Term
Dr. Richard Berry	6/30/21
Ronn Jeffrey	6/30/21

Does the district have regular office hours exceeding 20 hours per week? No

The board's public records area available in the Laramie County Board of Commissioner's offices at 310 W. 19th Street, Cheyenne, WY 82001. Affidavit filed with Laramie County Clerk.

If no above: Are the records on file with the County Clerk as required by W.S. 16-12-303(c)? No

Where are the minutes of your board meeting available for public review?
 c/o Laramie County Board of Commissioners, 310 W. 19th Street, Cheyenne WY 82001

How and where are the notices of meeting posted for the public?
 The board advertises its regular meeting date and time and any special meetings in the Wyoming Tribune Eagle.

Where are the public meetings held?
 Cheyenne / Laramie County Health Department, 100 Central Avenue, Cheyenne, WY 82001

PROPOSED BUDGET SUMMARY

OVERVIEW		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
S-1	Total Budgeted Expenditures	\$211,895	\$162,758	\$169,109	
S-2	Total Principal to Pay on Debt	\$150,000	\$150,000	\$150,000	
S-3	Total Change to Restricted Funds	\$199	\$921	\$0	
S-4	Total General Fund and Forecasted Revenues Available	\$370,518	\$231,997	\$349,000	
S-5	Amount requested from County Commissioners	\$0	\$0	\$0	
S-6	Additional Funding Needed :			\$0	

REVENUE SUMMARY		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
S-7	Operating Revenues	\$0	\$0	\$0	
S-8	Tax levy (From the County Treasurer)	\$0	\$0	\$0	
S-9	Government Support	\$149,997	\$159,704	\$190,000	
S-10	Grants	\$112,720	\$0	\$110,000	
S-11	Other County Support (Not from Co. Treas.)	\$0	\$0	\$0	
S-12	Miscellaneous	\$52,180	\$16,672	\$33,000	
S-13	Other Forecasted Revenue	\$0	\$0	\$0	
S-14	Total Revenue	\$314,897	\$176,376	\$333,000	

FY 7/1/18-6/30/19 Laramie County Community Juvenile Services Joint Powers Board

EXPENDITURE SUMMARY		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
S-15	Capital Outlay	\$0	\$0	\$0	
S-16	Interest and Fees On Debt	\$87,785	\$51,846	\$51,000	
S-17	Administration	\$23,569	\$25,468	\$22,810	
S-18	Operations	\$100,041	\$84,944	\$94,799	
S-19	Indirect Costs	\$500	\$500	\$500	
S-20	Total Expenditures	\$211,895	\$162,758	\$169,109	

DEBT SUMMARY		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
S-21	Principal Paid on Debt	\$150,000	\$150,000	\$150,000	

CASH AND INVESTMENTS		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
S-22	TOTAL GENERAL FUNDS	\$55,621	\$55,621	\$16,000	
Summary of Reserve Funds					
S-23	Beginning Balance in Reserve Accounts				
S-24	a. Depreciation Reserve	\$0	\$0	\$0	
S-25	b. Other Reserve	\$191,521	\$191,720	\$192,641	
S-26	c. Emergency Reserve (Cash)	\$0	\$0	\$0	
	Total Reserves (a+b+c)	\$191,521	\$191,720	\$192,641	
S-27	Amount to be added				
S-28	a. Depreciation Reserve	\$0	\$0	\$0	
S-29	b. Other Reserve	\$199	\$921	\$0	
S-30	c. Emergency Reserve (Cash)	\$0	\$0	\$0	
	Total to be added (a+b+c)	\$199	\$921	\$0	
S-31	Subtotal	\$191,720	\$192,641	\$192,641	
S-32	Less Total to be spent	\$0	\$0	\$0	
S-33	TOTAL RESERVES AT END OF FISCAL YEAR	\$191,720	\$192,641	\$192,641	

End of Summary

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

DISTRICT ADDRESS: 320 W. 19th Street, suite 300
 Cheyenne WY 82001

DISTRICT PHONE: 307-256-7092

PREPARED BY: Tim Thorson

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NAME OF DISTRICT/BOARD

FYE 6/30/2019

PROPERTY TAXES AND ASSESSMENTS

		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
R-1	Property Taxes and Assessments Received				
R-1.1	Tax Levy (From the County Treasurer)				
R-1.2	Other County Support				

FORECASTED REVENUE

		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
R-2	Revenues from Other Governments				
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>	\$149,997	\$159,704	\$190,000	
R-2.5	Total Government Support	\$149,997	\$159,704	\$190,000	\$190,000
R-3	Operating Revenues				
R-3.1	Customer Charges				
R-3.2	Sales of Goods or Services				
R-3.3	Other Assessments				
R-3.4	Total Operating Revenues	\$0	\$0	\$0	\$0
R-4	Grants				
R-4.1	Direct Federal Grants				
R-4.2	Federal Grants thru State Agencies				
R-4.3	Grants from State Agencies	\$112,720		\$110,000	
R-4.4	Total Grants	\$112,720	\$0	\$110,000	\$110,000
R-5	Miscellaneous Revenue				
R-5.1	Interest	\$271	\$1,067	\$1,000	
R-5.2	Other: Specify <u>IRS bond interest rebate</u>	\$51,909	\$15,605	\$32,000	
R-5.3	Other: Additional				
R-5.4	Total Miscellaneous	\$52,180	\$16,672	\$33,000	\$33,000
R-5.5	Total Forecasted Revenue	\$314,897	\$176,376	\$333,000	\$333,000
R-6	Other Forecasted Revenue				
R-6.1	a. Other past due-as estimated by Co. Treas.				
R-6.2	b. Other forecasted revenue (specify):				
R-6.3	<u>accounts payable from DFS</u>				
R-6.4	_____				
R-6.5	_____				
R-6.6	Total Other Forecasted Revenue (a+b)	\$0	\$0	\$0	\$0

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FYE 6/30/2019

CAPITAL OUTLAY BUDGET

		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
E-1	Capital Outlay				
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	TOTAL CAPITAL OUTLAY	\$0	\$0	\$0	\$0

ADMINISTRATION BUDGET

		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
E-2	Personnel Services				
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	_____				
E-3	Board Expenses				
E-3.1	Travel				
E-3.2	Mileage				
E-3.3	Other (Specify)				
E-3.4	_____				
E-3.5	_____				
E-3.6	_____				
E-4	Contractual Services				
E-4.1	Legal				
E-4.2	Accounting/Auditing				
E-4.3	Other (Specify)				
E-4.4	General administration	\$23,569	\$25,468	\$22,810	
E-4.5	_____				
E-4.6	_____				
E-5	Other Administrative Expenses				
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	_____				
E-5.8	_____				
E-6	TOTAL ADMINISTRATION	\$23,569	\$25,468	\$22,810	\$22,810

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OPERATIONS BUDGET

		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
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	_____				
E-9.2	_____				
E-9.3	_____				
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	Contracts for services	\$100,041	\$84,944	\$94,799	
E-11.2	_____				
E-11.3	_____				
E-11.4	_____				
E-11.5	_____				
E-12	Other operations (Specify)				
E-12.1	_____				
E-12.2	_____				
E-12.3	_____				
E-12.4	_____				
E-12.5	_____				
E-13	TOTAL OPERATIONS	\$100,041	\$84,944	\$94,799	\$94,799

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INDIRECT COSTS BUDGET

			2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
E-14	Insurance					
E-14.1	Liability		\$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	Indirect payroll costs:					
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	Depreciation Expenses					
E-17	TOTAL INDIRECT COSTS		\$500	\$500	\$500	\$500

DEBT SERVICE BUDGET

			2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
D-1	Debt Service					
D-1.1	Principal		\$150,000	\$150,000	\$150,000	
D-1.2	Interest		\$87,785	\$51,846	\$51,000	
D-1.3	Fees					
D-2	TOTAL DEBT SERVICE		\$237,785	\$201,846	\$201,000	\$201,000

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NAME OF DISTRICT/BOARD

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GENERAL FUNDS

		End of Year	Beginning	Beginning	
		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
C-1	Balances at Beginning of Fiscal Year				
C-1.1	General Fund Checking Account Balance	\$28,223	\$28,223	\$16,000	\$16,000
C-1.2	Savings and Investments Account Balance	\$27,398	\$27,398		
C-1.3	General Fund CD Balance		\$0		
C-1.4	All Other Funds		\$0		
C-1.5	Reserves (From Below)	\$191,720	\$191,720	\$192,641	\$192,641
C-1.6	Total Estimated Cash and Investments on Hand	\$247,342	\$247,342	\$208,641	\$208,641
C-2	General Fund Reductions:				
C-2.1	a. Unpaid bills at FYE	\$25,571	\$38,700		
C-2.2	b. Reserves	\$191,720	\$192,641	\$192,641	\$192,641
C-2.3	Total Deductions (a+b)	\$217,291	\$231,341	\$192,641	\$192,641
C-2.4	Estimated Non-Restricted Funds Available	\$30,050	\$16,000	\$16,000	\$16,000

DEPRECIATION RESERVE (CAPITAL OUTLAY - REPLACEMENT)

		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending 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 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	TOTAL CAPITAL OUTLAY (a+b+c)	\$0	\$0	\$0	\$0
C-3.12	Balance to be retained in Depreciation Reserve Account	\$0	\$0	\$0	\$0

OTHER RESTRICTED FUND BALANCES - RESERVE (LEGALLY ENFORCED)

		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
C-4					
C-4.1	Beginning Balance in Reserve Account (end of previous year)	\$191,521	\$191,720	\$192,641	\$192,641
C-4.2	Date of Reserve Approval in Minutes: <u>bond agreement 2010</u>				
C-4.3	Amount to be added to the reserve	\$199	\$921		
C-4.4	Date of Reserve Approval in Minutes: <u>per bond trustee</u>				
C-4.5	SUB-TOTAL	\$191,720	\$192,641	\$192,641	\$192,641
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	TOTAL OTHER RESERVE OUTLAY (a+b+c)	\$0	\$0	\$0	\$0
C-4.12	Balance to be retained in Other Reserve Account	\$191,720	\$192,641	\$192,641	\$192,641

ASSIGNED FUND BALANCE (EMERGENCY RESERVE - NOT COMMITTED)

		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending 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	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	TOTAL TO BE SPENT	\$0	\$0	\$0	\$0