

Proposed Budget

Laramie County Community Juvenile Services Joint Powers Board	
Budget Hearing Information	
310 W. 19th Street, Suite 300	Location: Cheyenne Public Safety Center
307-256-7092	Date: 7/15/2021
Laramie County	Time: 10:00 AM
Budget Prepared by: Tim Thorson	

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

The board's finances include operating funds and expenditures formerly under contract with the Wyoming Department of Family Services (DFS) as a Community Juvenile Services Board. DFS discontinued this contract on June 30, 2021. The board will expend operating funds from cash on hand on necessary administrative costs until depleted or additional funds are received from federal, DFS, county or city funding sources. The board's finances also include lease payments (Miscellaneous - Other line) and federal interest credits (Federal Grants line). The total amount of income and expenditures from bond transactions should balance, not having an effect on the board's operating funds. No exceptional events, special revenue or expenses are anticipated for the upcoming year aside from the discontinuation of DFS funding at the end of the prior fiscal year. The board is ending its fiscal year with \$25,165.91 in receivables from the Department of Family Services and payables of \$17,508.99 for services provided by vendors but not able to be paid until reimbursement is received from DFS. These amounts are shown in the State Grants and included in Contract Administration (\$3,808.99) and Program Contracts (\$13,700)

S-B RESERVE DESCRIPTION

The board holds funds at Wells Fargo Bank, trustees for the Build America Bond which financed construction of the Juvenile Service Center. These funds are managed by the bond trustee and will be applied to the final bond payment. Until that time they are held as a reserve for debt interest payments, per the terms of the bond agreement.

S-C

Names of Board Members	Date of End of Term	Does the district have regular office hours exceeding 20 hours per week?
Genny Rose	6/30/24	<input checked="" type="checkbox"/> Yes
Jay Sullivan	6/30/24	
Kiersti Wilms	6/30/22	
Rick Robinson	6/30/22	
Carla Thurin	6/30/23	
Kathy Emmons	6/30/23	
Danny Glick	6/30/22	
Elizabeth Lance	6/30/22	
Jeff O'Holleran	6/30/23	
Eric Kent	6/30/23	
David Janes	6/30/23	
Ericka Smith	6/30/24	

If Yes, enter

Address of office:	310 W. 19th Street, Suite 300
City, State, Zip:	Cheyenne, WY 82001
Phone Number:	307-256-7092
Hours Open:	8am to 5pm, M-F (County Commissioners' Office)

Where are the minutes of your board meeting available for public review?
 At address listed above for Laramie County Commissioners' Office.

How and where are the notices of meeting posted for the public?
 For meetings that are not at 10:00 am on the 3rd Wednesday of the month at the Cheyenne Public Safety Center (regular meeting date, time and

Where are the public meetings held?
 Cheyenne Public Safety Center

PROPOSED BUDGET SUMMARY

OVERVIEW		2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Pending Approval
S-1	Total Budgeted Expenditures	\$137,283	\$151,559	\$76,509	\$76,509
S-2	Total Principal to Pay on Debt	\$179,588	\$165,000	\$165,000	\$165,000
S-3	Total Change to Restricted Funds	\$0	\$18	\$0	\$0
S-4	Total General Fund and Forecasted Revenues Available	\$316,994	\$345,680	\$246,643	\$246,643
S-5	Amount requested from County Commissioners	\$0	\$0	\$0	\$0
S-6	Additional Funding Needed :			\$0	\$0

REVENUE SUMMARY		2019-2020 Actual	2020-2021 Estimated	2021-2022 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	\$117,078	\$140,579	\$56,666	\$56,666
S-11	Other County Support (Not from Co. Treas.)	\$0	\$0	\$0	\$0
S-12	Miscellaneous	\$188,103	\$193,288	\$174,881	\$174,881
S-13	Other Forecasted Revenue	\$0	\$0	\$0	\$0

S-14	Total Revenue	\$305,181	\$333,867	\$231,547	\$231,547
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FY 7/1/21-6/30/22 Laramie County Community Juvenile Services Joint Powers Board

EXPENDITURE SUMMARY		2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Pending Approval
S-15	Capital Outlay	\$0	\$0	\$0	\$0
S-16	Interest and Fees On Debt	\$60,500	\$52,500	\$52,500	\$52,500
S-17	Administration	\$18,406	\$24,309	\$9,809	\$9,809
S-18	Operations	\$57,877	\$74,250	\$13,700	\$13,700
S-19	Indirect Costs	\$500	\$500	\$500	\$500
S-20R	Expenditures paid by Reserves	\$0	\$0	\$0	\$0
S-20	Total Expenditures	\$137,283	\$151,559	\$76,509	\$76,509

DEBT SUMMARY		2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Pending Approval
S-21	Principal Paid on Debt	\$179,588	\$165,000	\$165,000	\$165,000

CASH AND INVESTMENTS		2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Pending Approval
S-22	TOTAL GENERAL FUNDS	\$11,813	\$11,813	\$15,096	\$15,096
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	\$0	\$0	\$0	\$0
S-26	c. Bond Funds	\$191,075	\$191,075	\$191,093	\$191,093
	Total Reserves (a+b+c)	\$191,075	\$191,075	\$191,093	\$191,093
S-27	Amount to be added				
S-28	a. Sinking and Debt Service Funds	\$0	\$0	\$0	\$0
S-29	b. Reserves	\$0	\$0	\$0	\$0
S-30	c. Bond Funds	\$0	\$18	\$0	\$0
	Total to be added (a+b+c)	\$0	\$18	\$0	\$0
S-31	Subtotal	\$191,075	\$191,093	\$191,093	\$191,093
S-32	Less Total to be spent	\$0	\$0	\$0	\$0
S-33	TOTAL RESERVES AT END OF FISCAL YEAR	\$191,075	\$191,093	\$191,093	\$191,093

End of Summary

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

Date adopted by Special District _____

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

PREPARED BY: Tim Thorson

DISTRICT PHONE: 307-256-7092

Prepared in compliance with the Uniform Municipal Fiscal Procedures Act (W.S. 16.4-101 through 124) as it applies.

123419 Form approved by Wyoming Department of Audit, Public Funds Division

Proposed Budget

Laramie County Community Juvenile Services Joint P

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	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	2019-2020 Actual	2020-2021 Estimated	2021-2022 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	\$12,809	\$35,369	\$31,500	\$31,500
R-4.2 Federal Grants thru State Agencies	4201				
R-4.3 Grants from State Agencies	4211	\$104,269	\$105,210	\$25,166	\$25,166
R-4.4 Total Grants		\$117,078	\$140,579	\$56,666	\$56,666
R-5 Miscellaneous Revenue					
R-5.1 Interest	4501	\$2,639	\$20	\$20	\$20
R-5.2 Other: Specify <u>Lease w/ Laramie County</u>	4500	\$185,464	\$193,268	\$174,861	\$174,861
R-5.3 Other: Additional					
R-5.4 Total Miscellaneous		\$188,103	\$193,288	\$174,881	\$174,881
R-5.5 Total Forecasted Revenue		\$305,181	\$333,867	\$231,547	\$231,547
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 _____	4 50				
R-6.4 _____	4 50				
R-6.5 _____					
R-6.6 Total Other Forecasted Revenue (a+b)		\$0	\$0	\$0	\$0

Proposed Budget

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

FYE 6/30/2022

CAPITAL OUTLAY BUDGET

	DOA Chart of Accounts	2019-2020 Actual	2020-2021 Estimated	2021-2022 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	2019-2020 Actual	2020-2021 Estimated	2021-2022 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				
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			\$600	\$600
E-4.2 Accounting/Auditing	7022				
E-4.3 Other (Specify)					
E-4.4 _____	7023				
E-4.5 Administration contract	7023	\$18,406	\$24,309	\$9,209	\$9,209
E-4.6 _____					
E-5 Other Administrative Expenses					
E-5.1 Office Supplies	7031				
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 _____	7035				
E-5.7 _____	7035				
E-5.8 _____					
E-6 TOTAL ADMINISTRATION		\$18,406	\$24,309	\$9,809	\$9,809

Proposed Budget

OPERATIONS BUDGET

	DOA Chart of Accounts	2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Pending 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	_____	7220			
E-9.2	_____	7220			
E-9.3	_____	7220			
E-9.4	_____	7220			
E-9.5	_____				
E-10 Program Services (List)					
E-10.1	Contracts with juvenile service providers	7230	\$57,877	\$74,250	\$13,700
E-10.2	_____	7230			
E-10.3	_____	7230			
E-10.4	_____	7230			
E-10.5	_____				
E-11 Contractual Arrangements (List)					
E-11.1	_____	7400			
E-11.2	_____	7400			
E-11.3	_____	7400			
E-11.4	_____	7400			
E-11.5	_____				
E-12 Other operations (Specify)					
E-12.1	_____	7450			
E-12.2	_____	7450			
E-12.3	_____	7450			
E-12.4	_____	7450			
E-12.5	_____				
E-13 TOTAL OPERATIONS			\$57,877	\$74,250	\$13,700
				\$13,700	\$13,700

Proposed Budget

Laramie County Community Juvenile Services Joint Po

FYE 6/30/2022

INDIRECT COSTS BUDGET

	DOA Chart of Accounts	2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Pending Approval
E-14 Insurance					
E-14.1 Liability	7502	\$500	\$500	\$500	\$500
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		\$500	\$500	\$500	\$500

DEBT SERVICE BUDGET

	DOA Chart of Accounts	2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Pending Approval
D-1 Debt Service					
D-1.1 Principal	6401	\$179,588	\$165,000	\$165,000	\$165,000
D-1.2 Interest	6410	\$60,500	\$52,500	\$52,500	\$52,500
D-1.3 Fees	6420				
D-2 TOTAL DEBT SERVICE		\$240,088	\$217,500	\$217,500	\$217,500

Proposed Budget

GENERAL FUNDS				
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	DOA Chart of Accounts	End of Year	Beginning	Beginning	Pending Approval
		2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	
C-1 Balances at Beginning of Fiscal Year					
C-1.1 General Fund Checking	1010	\$11,813	\$11,813	\$3,957	\$3,957
C-1.2 Savings and Investments	1040		\$0	\$11,139	\$11,139
C-1.3 General Fund CD Balance	1050		\$0		
C-1.4 All Other Funds	1020		\$0		
C-1.5 Reserves (From Below)		\$191,075	\$191,075	\$191,093	\$191,093
C-1.6 Total Estimated Cash and Investments on Hand		\$202,888	\$202,888	\$206,189	\$206,189
C-2 General Fund Reductions:					
C-2.1 a. Unpaid bills at FYE	2010				
C-2.2 b. Reserves		\$191,075	\$191,093	\$191,093	\$191,093
C-2.3 Total Deductions (a+b)		\$191,075	\$191,093	\$191,093	\$191,093
C-2.4 Estimated Non-Restricted Funds Available		\$11,813	\$11,795	\$15,096	\$15,096

	DOA Chart of Accounts			
SINKING & DEBT SERVICE FUNDS	1070			

		2019-2020 Actual	2020-2021 Estimated	2021-2022 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 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			
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		2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Pending Approval
C-4					
C-4.1 Beginning Balance in Reserve Account (end of previous year)			\$0	\$0	
C-4.2 Date of Reserve Approval in Minutes:					
C-4.3 Amount to be added to the reserve					
C-4.4 Date of Reserve Approval in Minutes:					
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 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	\$0	\$0	\$0

BOND FUNDS	1060			
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		2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Pending Approval
C-5					
C-5.1 Beginning Balance in Reserve Account (end of previous year)		\$191,075	\$191,075	\$191,093	\$191,093
C-5.2 Date of Reserve Approval in Minutes:					
C-5.3 Amount to be added to the reserve			\$18		
C-5.4 Date of Reserve Approval in Minutes:					
C-5.5 SUB-TOTAL		\$191,075	\$191,093	\$191,093	\$191,093
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		\$191,075	\$191,093	\$191,093	\$191,093
C-5.9 TOTAL TO BE SPENT		\$0	\$0	\$0	\$0