

Proposed Budget

WAM-JPIC	
<small>Budget Hearing Information</small>	
315 W. 27th St	Location: Hilton Garden Inn, Laramie, WY
Cheyenne, WY 82001	Date: 6/8/2022
307-632-0398	Time: 1:00PM
Laramie County	Budget Prepared by: Earia Checchi

S-A	BUDGET MESSAGE	<small>W.S. 16-4-104(c)</small>
<p>Revenues are collected to pay the expense of Claims throught out the fiscal year. Every March there is a board rate setting meeting to set rates for the next fiscal year. The renewal is July 1st of each year. This year there will be a 0% overall rate increase with a tier change of approximately 5%. Claims can fluctuate from year to year. Appropriate premium rates are recommended to keep the reserves between 9-11 month. The purpose of the Reserve Fund shall be to responsibly maintain a safety fund level of reserves to finance the continued operation of WAM-JPIC in the unlikely event of unexpected increases in claims. The target reserve requirement shall be calculated and approved annually as part of the budget and rate setting process. This policy will be reviewed at a minimum of once a year. The board set an annual target working capital and operating reserve requirement of nine to eleven months of claims and other operating expenses.</p>		

S-B	RESERVE DESCRIPTION
We keep between 9-12 months of reserves at all times. These ensures we have enough to cover claims that come in.	

S-C		
		Does the district have regular office hours exceeding 20 hours per week? <input type="checkbox"/> Yes
Names of Board Members	Date of End of Term	If Yes, enter
Cindy Baker	5/1/22	Address of office: 315 W. 27th St
Angie Johnson	5/1/24	City, State, Zip: Cheyenne, WY 82001
Michele Richlin	5/1/22	Phone Number: 307-632-00398
Kelley Millar	5/1/23	Hours Open: 8am - 5pm -
Mike Todd	5/1/23	
Penny Robbins	5/1/22	
Lori Hughes	5/1/24	
Tracy Glanz	5/1/24	
Tony Cross	5/1/23	

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

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

Where are the public meetings held?

PROPOSED BUDGET SUMMARY

OVERVIEW		2020-2021 Actual	2021-2022 Estimated	2022-2023 Proposed	Pending Approval
S-1	Total Budgeted Expenditures	\$10,121,139	\$13,666,216	\$14,201,341	\$14,201,341
S-2	Total Principal to Pay on Debt	\$0	\$0	\$0	\$0
S-3	Total Change to Restricted Funds	\$0	\$0	\$0	\$0
S-4	Total General Fund and Forecasted Revenues Available	\$23,094,353	\$27,426,096	\$27,441,284	\$27,441,284
S-5	<i>Amount requested from County Commissioners</i>	\$0	\$0	\$0	\$0
S-6	Additional Funding Needed :			\$0	\$0

REVENUE SUMMARY		2020-2021 Actual	2021-2022 Estimated	2022-2023 Proposed	Pending Approval
S-7	Operating Revenues	\$9,334,023	\$13,435,766	\$13,965,766	\$13,965,766
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	\$575	\$230,575	\$235,575	\$235,575
S-13	Other Forecasted Revenue	\$0	\$0	\$0	\$0

S-14	Total Revenue	\$9,334,598	\$13,666,341	\$14,201,341	\$14,201,341
FY 7/1/22-6/30/23					
WAM-JPIC					

EXPENDITURE SUMMARY		2020-2021 Actual	2021-2022 Estimated	2022-2023 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	\$216,767	\$373,637	\$369,953	\$369,953
S-18	Operations	\$9,868,673	\$13,250,579	\$13,779,313	\$13,779,313
S-19	Indirect Costs	\$35,699	\$42,000	\$52,075	\$52,075
S-20R	Expenditures paid by Reserves	\$0	\$0	\$0	\$0
S-20	Total Expenditures	\$10,121,139	\$13,666,216	\$14,201,341	\$14,201,341

DEBT SUMMARY		2020-2021 Actual	2021-2022 Estimated	2022-2023 Proposed	Pending Approval
S-21	Principal Paid on Debt	\$0	\$0	\$0	\$0

CASH AND INVESTMENTS		2020-2021 Actual	2021-2022 Estimated	2022-2023 Proposed	Pending Approval
S-22	TOTAL GENERAL FUNDS	\$13,759,755	\$13,759,755	\$13,239,943	\$13,239,943

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	\$0	\$0	\$0	\$0
	Total Reserves (a+b+c)	\$0	\$0	\$0	\$0
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	\$0	\$0	\$0
	Total to be added (a+b+c)	\$0	\$0	\$0	\$0
S-31	Subtotal	\$0	\$0	\$0	\$0
S-32	Less Total to be spent	\$0	\$0	\$0	\$0
S-33	TOTAL RESERVES AT END OF FISCAL YEAR	\$0	\$0	\$0	\$0

End of Summary

Date adopted by Special District _____

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

DISTRICT ADDRESS: 315 W. 27th St
Cheyenne, WY 82001

PREPARED BY: Earla Checchi

DISTRICT PHONE: 307-632-0398

Proposed Budget

WAM-JPIC

FYE 6/30/2023

NAME OF DISTRICT/BOARD

PROPERTY TAXES AND ASSESSMENTS

	DOA Chart of Accounts	2020-2021 Actual	2021-2022 Estimated	2022-2023 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	2020-2021 Actual	2021-2022 Estimated	2022-2023 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	\$9,334,023	\$13,435,766	\$13,965,766	\$13,965,766
R-3.3 Other Assessments	4503				
R-3.4 Total Operating Revenues		\$9,334,023	\$13,435,766	\$13,965,766	\$13,965,766
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		\$230,000	\$235,000	\$235,000
R-5.2 Other: Specify <u>Surcharge</u>	4500	\$575	\$575	\$575	\$575
R-5.3 Other: Additional _____					
R-5.4 Total Miscellaneous		\$575	\$230,575	\$235,575	\$235,575
R-5.5 Total Forecasted Revenue		\$9,334,598	\$13,666,341	\$14,201,341	\$14,201,341
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

WAM-JPIC

FYE 6/30/2023

INDIRECT COSTS BUDGET

	DOA Chart of Accounts	2020-2021 Actual	2021-2022 Estimated	2022-2023 Proposed	Pending Approval
E-14 Insurance					
E-14.1 Liability	7502	\$35,699	\$42,000	\$52,075	\$52,075
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		\$35,699	\$42,000	\$52,075	\$52,075

DEBT SERVICE BUDGET

	DOA Chart of Accounts	2020-2021 Actual	2021-2022 Estimated	2022-2023 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

WAM-JPIC

FYE 6/30/2023

OPERATIONS BUDGET

		DOA Chart of Accounts	2020-2021 Actual	2021-2022 Estimated	2022-2023 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	_____	7230				
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	Claims Expense	7450	\$8,714,041	\$11,899,384	\$12,419,313	\$12,419,313
E-12.2	BCBS Fixed Fees	7450	\$1,113,448	\$1,294,195	\$1,300,000	\$1,300,000
E-12.3	ACA Compliance Reporting/IRS Taxes	7450	\$8,608	\$12,000	\$15,000	\$15,000
E-12.4	Investment Expenses	7450	\$32,576	\$45,000	\$45,000	\$45,000
E-12.5	_____					
E-13	TOTAL OPERATIONS		\$9,868,673	\$13,250,579	\$13,779,313	\$13,779,313

Proposed Budget

WAM-JPIC

FYE 6/30/2023

NAME OF DISTRICT/BOARD

CAPITAL OUTLAY BUDGET

	DOA Chart of Accounts	2020-2021 Actual	2021-2022 Estimated	2022-2023 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

ADMINISTRATION BUDGET

	DOA Chart of Accounts	2020-2021 Actual	2021-2022 Estimated	2022-2023 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	\$6,991	\$15,000	\$11,000
E-3.2	Mileage	7012			
E-3.3	Other (Specify)				
E-3.4	Marketing	7013	\$394	\$5,000	\$5,000
E-3.5	_____	7013			
E-3.6	_____				
E-4	Contractual Services				
E-4.1	Legal	7021	\$98	\$5,000	\$3,000
E-4.2	Accounting/Auditing	7022	\$7,400	\$8,000	\$10,000
E-4.3	Other (Specify)				
E-4.4	Acturaries	7023	\$9,718	\$13,000	\$12,000
E-4.5	HCMS Group	7023	\$20,950	\$60,000	\$60,000
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	Miscellaneous	7035	\$1,212	\$3,247	\$6,953
E-5.7	Administrative Fees	7035	\$170,004	\$219,390	\$205,000
E-5.8	see additional details		\$45,000	\$57,000	\$57,000
E-6	TOTAL ADMINISTRATION		\$216,767	\$373,637	\$369,953

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Notes and Workspace

We are a joint powers board which receives money from premiums for health insurance/dental insurance/life insurance/vision insurance. This includes cities/towns and joint powers boards that pay premiums to Blue Cross Blue Shield who collect the premiums then deposit them directly into the WAM-JPIC account. WAM-JPIC then pays BCBS for all the claims each month. The funds are used to pay the claims for medical, dental, vision, life insurance and any operating expenses that need covered each month. Every two years we have given a Premium Holiday where we take money from investments and use that to pay one months premiums for all of our cities/towns/joint powers boards. Any money that is left over is transfer to investments either with Kaiser Wealth Management or Wyostar. We do hold some out for operating expenses such as administration fees, travel for board and WAM staff who administers the program, marketing & Sponsorship, HCMS Fees (contract Services), ACA Taxes, Professional Serivces (attorney, CPA, Acturaries), insurance. Revnues will increase based on insurance rates and expenses will increased based on the claims that our submitted. We also have IBNR which are claims that have been incurred bur not reported at the time our fiscal year ends. We estimate that number each year, we either increase or decrease that number based on acturaries. Accural to cash difference. State is on a cash basis audit is done on accural basis.