

## Proposed Budget

Wyoming Association of Risk Management Liability Pool Joint Powers Board	
Budget Hearing Information	
P.O. Box 427	Location: Teleconference
Cheyenne, WY 82003	Date: 7/7/2022
307-433-9400	Time: 2:15 AM
Laramie County	Budget Prepared by: Carrie Krause

**S-A BUDGET MESSAGE** W.S. 16-12-403 (c)

All financial activity is tracked throughout the year by the Finance Director and reviewed by the Executive Director. In addition, financial statements and financial activity (including budget to actual) are distributed to and reviewed by the Board of Directors quarterly. Revenue is primarily related to member assessments which are determined in the annual budget process and approved by the Board. Assessments are allocated to members based on total payroll and loss. All expenses are also approved by the Board throughout the annual budget process. No significant expenses are budgeted for the upcoming year. All operation/administrative invoices are approved by the Executive Director & Board Secretary/Treasurer. Claim requests by members are approved by the Claims Specialist and Executive Director.

**S-B RESERVE DESCRIPTION**

As of June 30, 2021 and 2020 the Board of Directors has committed \$7,500,000 of net position for member services.

**S-C**

Names of Board Members	Date of End of Term	Does the district have regular office hours exceeding 20 hours per week?
Mark Voss	N/A	<input checked="" type="checkbox"/> <b>Yes</b>
Tracey Belser	N/A	
Kristi Andrews	N/A	
Marilyn Sutherland	N/A	
Mike Cole	N/A	
Eric Nelsen	N/A	

**If Yes, enter**

Address of office:	513 E 17th Street
City, State, Zip:	Cheyenne, WY 82003
Phone Number:	307-433-9400
Hours Open:	8 AM - 5 PM

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

How and where are the notices of meeting posted for the public?  
 www.warmpool.org

Where are the public meetings held?  
 Various Location - Cheyenne, Casper, Gillette, and Teleconference

## PROPOSED BUDGET SUMMARY

OVERVIEW		2020-2021 Actual	2021-2022 Estimated	2022-2023 Proposed	Pending Approval
S-1	<b>Total Budgeted Expenditures</b>	\$2,676,504	\$3,250,706	\$3,394,065	\$3,394,065
S-2	<b>Total Principal to Pay on Debt</b>	\$0	\$0	\$0	\$0
S-3	<b>Total Change to Restricted Funds</b>	\$0	\$0	\$0	\$0
S-4	<b>Total General Fund and Forecasted Revenues Available</b>	\$21,138,538	\$21,304,454	\$21,197,813	\$21,197,813
S-5	<i>Amount requested from County Commissioners</i>	\$0	\$0	\$0	\$0
S-6	<b>Additional Funding Needed :</b>			\$0	\$0

REVENUE SUMMARY		2020-2021 Actual	2021-2022 Estimated	2022-2023 Proposed	Pending Approval
S-7	<b>Operating Revenues</b>	\$2,351,176	\$2,646,956	\$2,790,315	\$2,790,315
S-8	<b>Tax levy (From the County Treasurer)</b>	\$0	\$0	\$0	\$0
S-9	<b>Government Support</b>	\$0	\$0	\$0	\$0
S-10	<b>Grants</b>	\$0	\$0	\$0	\$0
S-11	<b>Other County Support (Not from Co. Treas.)</b>	\$0	\$0	\$0	\$0
S-12	<b>Miscellaneous</b>	\$483,614	\$353,750	\$353,750	\$353,750
S-13	<b>Other Forecasted Revenue</b>	\$0	\$0	\$0	\$0

S-14	<b>Total Revenue</b>	\$2,834,790	\$3,000,706	\$3,144,065	\$3,144,065
------	----------------------	-------------	-------------	-------------	-------------

FY 7/1/22-6/30/23 Wyoming Association of Risk Management Liability Pool Joint Powers Board

EXPENDITURE SUMMARY		2020-2021 Actual	2021-2022 Estimated	2022-2023 Proposed	Pending Approval
S-15	<b>Capital Outlay</b>	\$0	\$10,000	\$10,000	\$10,000
S-16	<b>Interest and Fees On Debt</b>	\$0	\$0	\$0	\$0
S-17	<b>Administration</b>	\$43,753	\$139,950	\$128,450	\$128,450
S-18	<b>Operations</b>	\$2,482,909	\$2,870,256	\$3,025,115	\$3,025,115
S-19	<b>Indirect Costs</b>	\$149,842	\$230,500	\$230,500	\$230,500
S-20R	<b>Expenditures paid by Reserves</b>	\$0	\$0	\$0	\$0
S-20	<b>Total Expenditures</b>	\$2,676,504	\$3,250,706	\$3,394,065	\$3,394,065

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

CASH AND INVESTMENTS		2020-2021 Actual	2021-2022 Estimated	2022-2023 Proposed	Pending Approval
S-22	<b>TOTAL GENERAL FUNDS</b>	\$18,303,748	\$18,303,748	\$18,053,748	\$18,053,748

**Summary of Reserve Funds**

S-23	<b>Beginning Balance in Reserve Accounts</b>				
S-24	a. Sinking and Debt Service Funds	\$0	\$0	\$0	\$0
S-25	b. Reserves	\$7,500,000	\$7,500,000	\$7,500,000	\$7,500,000
S-26	c. Bond Funds	\$0	\$0	\$0	\$0
	<b>Total Reserves (a+b+c)</b>	\$7,500,000	\$7,500,000	\$7,500,000	\$7,500,000
S-27	<b>Amount to be added</b>				
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
	<b>Total to be added (a+b+c)</b>	\$0	\$0	\$0	\$0
S-31	<b>Subtotal</b>	\$7,500,000	\$7,500,000	\$7,500,000	\$7,500,000
S-32	<b>Less Total to be spent</b>	\$0	\$0	\$0	\$0
S-33	<b>TOTAL RESERVES AT END OF FISCAL YEAR</b>	\$7,500,000	\$7,500,000	\$7,500,000	\$7,500,000

*End of Summary*

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

Date adopted by Special District \_\_\_\_\_

**DISTRICT ADDRESS:** P.O. Box 427  
Cheyenne, WY 82003

**PREPARED BY:** Carrie Krause

**DISTRICT PHONE:** 307-433-9400

# Proposed Budget

Wyoming Association of Risk Management Liability Po

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
<b>R-1 Property Taxes and Assessments Received</b>					
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
<b>R-2 Revenues from Other Governments</b>					
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
<b>R-3 Operating Revenues</b>					
R-3.1 Customer Charges	4300	\$2,351,176	\$2,646,956	\$2,790,315	\$2,790,315
R-3.2 Sales of Goods or Services	4300				
R-3.3 Other Assessments	4503				
R-3.4 Total Operating Revenues		\$2,351,176	\$2,646,956	\$2,790,315	\$2,790,315
<b>R-4 Grants</b>					
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
<b>R-5 Miscellaneous Revenue</b>					
R-5.1 Interest	4501	\$329,864	\$200,000	\$200,000	\$200,000
R-5.2 Other: Specify <u>Reimbursement from PIP</u>	4500	\$153,750	\$153,750	\$153,750	\$153,750
R-5.3 Other: Additional _____					
R-5.4 Total Miscellaneous		\$483,614	\$353,750	\$353,750	\$353,750
R-5.5 Total Forecasted Revenue		\$2,834,790	\$3,000,706	\$3,144,065	\$3,144,065
<b>R-6 Other Forecasted Revenue</b>					
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

Wyoming Association of Risk Management Liability Pool  
 NAME OF DISTRICT/BOARD

FYE 6/30/2023

## CAPITAL OUTLAY BUDGET

	DOA Chart of Accounts	2020-2021 Actual	2021-2022 Estimated	2022-2023 Proposed	Pending Approval
<b>E-1</b>	<b>Capital Outlay</b>				
E-1.1	Real Property				
E-1.2	Vehicles				
E-1.3	Office Equipment	\$0	\$10,000	\$10,000	\$10,000
E-1.4	Other (Specify)				
E-1.5	_____				
E-1.6	_____				
E-1.7	_____				
E-1.8	<b>TOTAL CAPITAL OUTLAY</b>	\$0	\$10,000	\$10,000	\$10,000

## ADMINISTRATION BUDGET

	DOA Chart of Accounts	2020-2021 Actual	2021-2022 Estimated	2022-2023 Proposed	Pending 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				
E-3.2	Mileage				
E-3.3	Other (Specify)				
E-3.4	Training	\$845	\$19,000	\$19,000	\$19,000
E-3.5	Retreat		\$5,000	\$5,000	\$5,000
E-3.6	_____				
<b>E-4</b>	<b>Contractual Services</b>				
E-4.1	Legal	\$5,909	\$25,000	\$25,000	\$25,000
E-4.2	Accounting/Auditing	\$9,500	\$9,500	\$10,750	\$10,750
E-4.3	Other (Specify)				
E-4.4	_____				
E-4.5	_____				
E-4.6	_____				
<b>E-5</b>	<b>Other Administrative Expenses</b>				
E-5.1	Office Supplies	\$1,228	\$5,000	\$5,000	\$5,000
E-5.2	Office equipment, rent & repair	\$4,892	\$21,000	\$16,000	\$16,000
E-5.3	Education				
E-5.4	Registrations				
E-5.5	Other (Specify)				
E-5.6	Postage	\$604	\$1,000	\$1,000	\$1,000
E-5.7	Telephone/Internet	\$3,391	\$6,000	\$6,000	\$6,000
E-5.8	see additional details	\$15,555	\$40,450	\$32,700	\$32,700
<b>E-6</b>	<b>TOTAL ADMINISTRATION</b>	\$43,753	\$139,950	\$128,450	\$128,450

# Proposed Budget

Wyoming Association of Risk Management Liability Pool

FYE 6/30/2023

## OPERATIONS BUDGET

	DOA Chart of Accounts	2020-2021 Actual	2021-2022 Estimated	2022-2023 Proposed	Pending Approval
<b>E-7</b>	<b>Personnel Services</b>				
E-7.1	Wages--Operations	7202	\$285,298	\$416,000	\$416,000
E-7.2	Service Contracts	7203			
E-7.3	Other (Specify)				
E-7.4	_____	7204			
E-7.5	_____	7204			
E-7.6	_____				
<b>E-8</b>	<b>Travel</b>				
E-8.1	Mileage	7211	\$1,220	\$5,000	\$5,000
E-8.2	Other (Specify)				
E-8.3	_____	7212			
E-8.4	_____	7212			
E-8.5	_____				
<b>E-9</b>	<b>Operating supplies (List)</b>				
E-9.1	SinglePoint Services	7220	\$1,032	\$750	\$1,000
E-9.2	Computer/Software	7220	\$11,271	\$13,000	\$20,000
E-9.3	Origami Risk	7220	\$30,725	\$35,000	\$35,000
E-9.4	_____	7220			
E-9.5	_____				
<b>E-10</b>	<b>Program Services (List)</b>				
E-10.1	Training Expenses	7230	\$35,531	\$50,000	\$50,000
E-10.2	Claims Expense	7230	\$1,493,190	\$1,414,000	\$1,464,000
E-10.3	Loss Control	7230	\$60,000	\$60,000	\$60,000
E-10.4	Member Outside Training	7230	\$17,016	\$25,000	\$25,000
E-10.5	see additional details		\$79,277	\$205,533	\$257,000
<b>E-11</b>	<b>Contractual Arrangements (List)</b>				
E-11.1	Actuary	7400	\$7,500	\$10,000	\$12,500
E-11.2	_____	7400			
E-11.3	_____	7400			
E-11.4	_____	7400			
E-11.5	_____				
<b>E-12</b>	<b>Other operations (Specify)</b>				
E-12.1	Risk and Risk Expense	7450	\$3,887	\$25,000	\$25,000
E-12.2	Claims Specialist	7450	\$0		
E-12.3	Reinsurance	7450	\$452,972	\$585,973	\$629,615
E-12.4	Staff Training	7450	\$3,990	\$15,000	\$15,000
E-12.5	see additional details		\$10,000	\$10,000	\$10,000
<b>E-13</b>	<b>TOTAL OPERATIONS</b>		\$2,482,909	\$2,870,256	\$3,025,115

## Proposed Budget

Wyoming Association of Risk Management Liability Pool

FYE 6/30/2023

### INDIRECT COSTS BUDGET

	DOA Chart of Accounts	2020-2021 Actual	2021-2022 Estimated	2022-2023 Proposed	Pending Approval
<b>E-14 Insurance</b>					
E-14.1 Liability	7502				
E-14.2 Buildings and vehicles	7503	\$6,025	\$12,500	\$12,500	\$12,500
E-14.3 Equipment	7504				
E-14.4 Other (Specify)					
E-14.5 AD&D	7505	\$11,164	\$13,000	\$13,000	\$13,000
E-14.6	7505				
E-14.7					
<b>E-15 Indirect payroll costs:</b>					
E-15.1 FICA (Social Security) taxes	7511	\$29,121	\$31,000	\$31,000	\$31,000
E-15.2 Workers Compensation	7512	\$312	\$1,500	\$1,500	\$1,500
E-15.3 Unemployment Taxes	7513	\$500	\$2,500	\$2,500	\$2,500
E-15.4 Retirement	7514	\$50,514	\$64,500	\$64,500	\$64,500
E-15.5 Health Insurance	7515	\$52,206	\$105,500	\$105,500	\$105,500
E-15.6 Other (Specify)					
E-15.7	7516				
E-15.8	7516				
E-15.9					
<b>E-17 TOTAL INDIRECT COSTS</b>		\$149,842	\$230,500	\$230,500	\$230,500

### DEBT SERVICE BUDGET

	DOA Chart of Accounts	2020-2021 Actual	2021-2022 Estimated	2022-2023 Proposed	Pending Approval
<b>D-1 Debt Service</b>					
D-1.1 Principal	6401				
D-1.2 Interest	6410				
D-1.3 Fees	6420				
<b>D-2 TOTAL DEBT SERVICE</b>		\$0	\$0	\$0	\$0

# Proposed Budget

Wyoming Association of Risk Management Liability Pc  
**NAME OF DISTRICT/BOARD**

FYE 6/30/2023

<b>GENERAL FUNDS</b>				
----------------------	--	--	--	--

		End of Year	Beginning	Beginning	
C-1	Balances at Beginning of Fiscal Year	2020-2021 Actual	2021-2022 Estimated	2022-2023 Proposed	Pending Approval
C-1.1	General Fund Checking	\$108,335	\$108,335	\$43,621	\$43,621
C-1.2	Savings and Investments	\$18,195,413	\$18,195,413	\$18,010,127	\$18,010,127
C-1.3	General Fund CD Balance		\$0		
C-1.4	All Other Funds		\$0		
C-1.5	Reserves (From Below)	\$7,500,000	\$7,500,000	\$7,500,000	\$7,500,000
C-1.6	<b>Total Estimated Cash and Investments on Hand</b>	<b>\$25,803,748</b>	<b>\$25,803,748</b>	<b>\$25,553,748</b>	<b>\$25,553,748</b>
<b>C-2 General Fund Reductions:</b>					
C-2.1	a. Unpaid bills at FYE	\$3,345,076	\$3,967,500	\$3,736,126	\$3,736,126
C-2.2	b. Reserves	\$7,500,000	\$7,500,000	\$7,500,000	\$7,500,000
C-2.3	<b>Total Deductions (a+b)</b>	<b>\$10,845,076</b>	<b>\$11,467,500</b>	<b>\$11,236,126</b>	<b>\$11,236,126</b>
C-2.4	<b>Estimated Non-Restricted Funds Available</b>	<b>\$14,958,672</b>	<b>\$14,336,248</b>	<b>\$14,317,622</b>	<b>\$14,317,622</b>

	<b>DOA Chart of Accounts</b>			
<b>SINKING &amp; DEBT SERVICE FUNDS</b>	<b>1070</b>			

C-3		2020-2021 Actual	2021-2022 Estimated	2022-2023 Proposed	Pending Approval
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	<b>SUB-TOTAL</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
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	<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	\$0	\$0	\$0	\$0

<b>RESERVES</b>	<b>1090</b>			
-----------------	-------------	--	--	--

C-4		2020-2021 Actual	2021-2022 Estimated	2022-2023 Proposed	Pending Approval
C-4.1	Beginning Balance in Reserve Account (end of previous year)	\$7,500,000	\$7,500,000	\$7,500,000	\$7,500,000
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	<b>SUB-TOTAL</b>	<b>\$7,500,000</b>	<b>\$7,500,000</b>	<b>\$7,500,000</b>	<b>\$7,500,000</b>
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	<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	\$7,500,000	\$7,500,000	\$7,500,000	\$7,500,000

<b>BOND FUNDS</b>	<b>1060</b>			
-------------------	-------------	--	--	--

C-5		2020-2021 Actual	2021-2022 Estimated	2022-2023 Proposed	Pending Approval
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	Identify the amount and project to be spent				
C-5.7	Date of Reserve Approval in Minutes: _____				
C-5.8	Balance to be retained	\$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>