

Proposed Budget

Laramie County Community Juvenile Services Joint Powers Board	
Budget Hearing Information	
310 W. 19 Street, Suite 300	Location: Cheyenne Laramie County Health Department
Cheyenne, WY 82001	Date: 6/20/2024
307-256-7092	Time: 8:00 AM
Laramie County	Budget Prepared by: Tim Thorson, Administrator

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

The board's finances changed markedly at the end of FYE June 30, 2024 with the retirement in the second half of June of the board's 2010 ARRA Bond upon pre-payment by Laramie County of the capital and all expenses. This retirement triggered the transfer of the Juvenile Service Center (the subject of the bonds) from the board's ownership to Laramie County. The board's remaining sources of revenue are its renewed DFS CJSB biennial contract for services and potential local funding from the Laramie County Board of Commissioners under an agreement to fund community juvenile services. The board's expenses will continue to fund community juvenile services, principally through the City of Cheyenne's Office of Youth Alternatives and the costs of compliant operations in administrative and legal services.

S-B RESERVE DESCRIPTION

With retirement of the bond, the board is no longer required to maintain bond reserve accounts - the balance of these accounts were credited to the county's amount owing at retirement.

S-C

Names of Board Members	Date of End of Term	Does the district have regular office hours exceeding 20 hours per week?
Jay Sullivan	6/30/27	<input checked="" type="checkbox"/> Yes
Chad Dunlay	6/30/28	<p>If Yes, enter</p> <p>Address of office: 310 W. 19th Street, Suite 300</p> <p>City, State, Zip: Cheyenne, WY 82001</p> <p>Phone Number: 307-256-7092</p> <p>Hours Open: county business hours, typically 8-5 M-F</p>
Renee Hansen	6/30/28	
Carla Thurin	6/30/26	
Kathy Emmons	6/30/26	
Brian Kozak	6/30/28	
Elizabeth Lance	6/30/28	
Jeff O'Holleran	6/30/26	
Kim Skoutary-Johnson	6/30/27	
James Fraley	6/30/28	
John Brodie	6/30/28	
Timothy Johnson	6/30/26	

Where are the minutes of your board meeting available for public review?
 Presently, at the address listed above. Beginning 7/1/25, the board's records will be held by the Laramie County Clerk.

How and where are the notices of meeting posted for the public?
 Special meetings and budget hearings are advertised in the newspaper of general circulation.

Where are the public meetings held?
 Cheyenne Laramie County Health Department, 100 Central Ave, Cheyenne and public Zoom

PROPOSED BUDGET SUMMARY

OVERVIEW		2022-2023 Actual	2023-2024 Estimated	2024-2025 Proposed	Pending Approval
S-1	Total Budgeted Expenditures	\$159,509	\$323,802	\$282,600	\$282,600
S-2	Total Principal to Pay on Debt	\$175,000	\$365,000	\$0	\$0
S-3	Total Change to Restricted Funds	\$0	-\$191,152	\$0	\$0
S-4	Total General Fund and Forecasted Revenues Available	\$324,200	\$492,850	\$321,900	\$321,900
S-5	Amount requested from County Commissioners	\$0	\$0	\$0	\$0
S-6	Additional Funding Needed :			\$0	\$0
	Projected Surplus:			\$39,300	\$39,300

REVENUE SUMMARY		2022-2023 Actual	2023-2024 Estimated	2024-2025 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	\$165,000	\$165,000
S-10	Grants	\$111,736	\$116,900	\$116,900	\$116,900
S-11	Other County Support (Not from Co. Treas.)	\$0	\$0	\$0	\$0
S-12	Miscellaneous	\$187,512	\$184,798	\$0	\$0
S-13	Other Forecasted Revenue	\$24,952	\$0	\$0	\$0

S-14	Total Revenue	\$324,200	\$301,698	\$281,900	\$281,900
FY 7/1/24-6/30/25		Laramie County Community Juvenile Services Joint Powers Board			

EXPENDITURE SUMMARY		2022-2023 Actual	2023-2024 Estimated	2024-2025 Proposed	Pending Approval
S-15	Capital Outlay	\$0	\$0	\$0	\$0
S-16	Interest and Fees On Debt	\$32,400	\$10,950	\$0	\$0
S-17	Administration	\$26,736	\$35,800	\$30,000	\$30,000
S-18	Operations	\$99,872	\$85,400	\$252,000	\$252,000
S-19	Indirect Costs	\$500	\$500	\$600	\$600
S-20R	Expenditures paid by Reserves	\$0	\$191,152	\$0	\$0
S-20	Total Expenditures	\$159,509	\$323,802	\$282,600	\$282,600

DEBT SUMMARY		2022-2023 Actual	2023-2024 Estimated	2024-2025 Proposed	Pending Approval
S-21	Principal Paid on Debt	\$175,000	\$365,000	\$0	\$0

CASH AND INVESTMENTS		2022-2023 Actual	2023-2024 Estimated	2024-2025 Proposed	Pending Approval
S-22	TOTAL GENERAL FUNDS	\$0	\$191,152	\$40,000	\$40,000

Summary of Reserve Funds					
S-23	Beginning Balance in Reserve Accounts				
S-24	a. Sinking and Debt Service Funds	\$191,152	\$191,152	\$0	\$0
S-25	b. Reserves	\$0	\$0	\$0	\$0
S-26	c. Bond Funds	\$0	\$0	\$0	\$0
	Total Reserves (a+b+c)	\$191,152	\$191,152	\$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	\$191,152	\$191,152	\$0	\$0
S-32	Less Total to be spent	\$0	\$191,152	\$0	\$0
S-33	TOTAL RESERVES AT END OF FISCAL YEAR	\$191,152	\$0	\$0	\$0

End of Summary

Date adopted by Special District _____

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

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

PREPARED BY: Tim Thorson, Administrator

DISTRICT PHONE: 307-256-7092

Proposed Budget

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

FYE 6/30/2025

PROPERTY TAXES AND ASSESSMENTS

	DOA Chart of Accounts	2022-2023 Actual	2023-2024 Estimated	2024-2025 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	2022-2023 Actual	2023-2024 Estimated	2024-2025 Proposed	Pending Approval
R-2 Revenues from Other Governments					
R-2.1 State Aid	4211				
R-2.2 Additional County Aid (non-treasurer)	4237			\$165,000	\$165,000
R-2.3 City (or Town) Aid	4237				
R-2.4 Other (Specify)	4237				
R-2.5 Total Government Support		\$0	\$0	\$165,000	\$165,000
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				
R-4.2 Federal Grants thru State Agencies	4201				
R-4.3 Grants from State Agencies	4211	\$111,736	\$116,900	\$116,900	\$116,900
R-4.4 Total Grants		\$111,736	\$116,900	\$116,900	\$116,900
R-5 Miscellaneous Revenue					
R-5.1 Interest	4501	\$6,606			
R-5.2 Other: Specify <u>Lease of JSC to Lar Co</u>	4500	\$180,906	\$184,798		
R-5.3 Other: Additional _____					
R-5.4 Total Miscellaneous		\$187,512	\$184,798	\$0	\$0
R-5.5 Total Forecasted Revenue		\$299,248	\$301,698	\$281,900	\$281,900
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 former IRS bond rebate (ends 6/2024)	4500	\$24,952			
R-6.4 _____	4500				
R-6.5 _____					
R-6.6 Total Other Forecasted Revenue (a+b)		\$24,952	\$0	\$0	\$0

Proposed Budget

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

FYE 6/30/2025

CAPITAL OUTLAY BUDGET

	DOA Chart of Accounts	2022-2023 Actual	2023-2024 Estimated	2024-2025 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	2022-2023 Actual	2023-2024 Estimated	2024-2025 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			
E-4.2	Accounting/Auditing	7022			
E-4.3	Other (Specify)				
E-4.4	Administrative and Legal Expenses	7023	\$26,736	\$35,800	\$30,000
E-4.5	_____	7023			
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	\$26,736	\$35,800	\$30,000	\$30,000

Proposed Budget

OPERATIONS BUDGET

	DOA Chart of Accounts	2022-2023 Actual	2023-2024 Estimated	2024-2025 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 YA Juvenile Case Management	7400	\$99,872	\$85,400	\$76,126	\$76,126
E-11.2 YA Juvenile Substance Use Evaluations	7400			\$12,000	\$12,000
E-11.3 YA/DA Diversion Services	7400			\$101,097	\$101,097
E-11.4 Juvenile Services TBD	7400			\$62,777	\$62,777
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		\$99,872	\$85,400	\$252,000	\$252,000

Proposed Budget

INDIRECT COSTS BUDGET

	DOA Chart of Accounts	2022-2023 Actual	2023-2024 Estimated	2024-2025 Proposed	Pending Approval
E-14 Insurance					
E-14.1 Liability	7502	\$500	\$500	\$600	\$600
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	\$600	\$600

DEBT SERVICE BUDGET

	DOA Chart of Accounts	2022-2023 Actual	2023-2024 Estimated	2024-2025 Proposed	Pending Approval
D-1 Debt Service					
D-1.1 Principal	6401	\$175,000	\$365,000		
D-1.2 Interest	6410	\$32,400	\$10,950		
D-1.3 Fees	6420				
D-2 TOTAL DEBT SERVICE		\$207,400	\$375,950	\$0	\$0

Proposed Budget

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

FYE 6/30/2025

GENERAL FUNDS				
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		End of Year	Beginning	Beginning	
		2022-2023	2023-2024	2024-2025	Pending
		Actual	Estimated	Proposed	Approval
C-1	Balances at Beginning of Fiscal Year	DOA Chart of Accounts			
C-1.1	General Fund Checking	1010	\$0	\$40,000	\$40,000
C-1.2	Savings and Investments	1040	\$0		
C-1.3	General Fund CD Balance	1050	\$0		
C-1.4	All Other Funds	1020	\$0		
C-1.5	Reserves (From Below)		\$191,152	\$0	\$0
C-1.6	Total Estimated Cash and Investments on Hand		\$191,152	\$40,000	\$40,000

C-2	General Fund Reductions:	DOA Chart of Accounts			
C-2.1	a. Unpaid bills at FYE	2010			
C-2.2	b. Reserves		\$191,152	\$0	\$0
C-2.3	Total Deductions (a+b)		\$191,152	\$0	\$0
C-2.4	Estimated Non-Restricted Funds Available		\$0	\$191,152	\$40,000

SINKING & DEBT SERVICE FUNDS				
	DOA Chart of Accounts	1070		

		2022-2023	2023-2024	2024-2025	Pending
		Actual	Estimated	Proposed	Approval
C-3	Beginning Balance in Reserve Account (end of previous year)	\$191,152	\$191,152	\$0	
C-3.2	<i>Date of Reserve Approval in Minutes:</i>				
C-3.3	Amount to be added to the reserve				
C-3.4	<i>Date of Reserve Approval in Minutes:</i>				
C-3.5	SUB-TOTAL	\$191,152	\$191,152	\$0	\$0
C-3.6	Identify the amount and project to be spent				
C-3.7	a. Retirement of bonds		\$191,152		
C-3.8	b. _____				
C-3.9	c. _____				
C-3.10	<i>Date of Reserve Approval in Minutes:</i>				
C-3.11	TOTAL CAPITAL OUTLAY (a+b+c)	\$0	\$191,152	\$0	\$0
C-3.12	Balance to be retained	\$191,152	\$0	\$0	\$0

RESERVES				
	DOA Chart of Accounts	1090		

		2022-2023	2023-2024	2024-2025	Pending
		Actual	Estimated	Proposed	Approval
C-4	Beginning Balance in Reserve Account (end of previous year)		\$0	\$0	
C-4.2	<i>Date of Reserve Approval in Minutes:</i>				
C-4.3	Amount to be added to the reserve				
C-4.4	<i>Date of Reserve Approval in Minutes:</i>				
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	<i>Date of Reserve Approval in Minutes:</i>				
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				
	DOA Chart of Accounts	1060		

		2022-2023	2023-2024	2024-2025	Pending
		Actual	Estimated	Proposed	Approval
C-5	Beginning Balance in Reserve Account (end of previous year)		\$0	\$0	
C-5.2	<i>Date of Reserve Approval in Minutes:</i>				
C-5.3	Amount to be added to the reserve				
C-5.4	<i>Date of Reserve Approval in Minutes:</i>				
C-5.5	SUB-TOTAL	\$0	\$0	\$0	\$0
C-5.6	Identify the amount and project to be spent				
C-5.7	<i>Date of Reserve Approval in Minutes:</i>				
C-5.8	Balance to be retained	\$0	\$0	\$0	\$0
C-5.9	TOTAL TO BE SPENT	\$0	\$191,152	\$0	\$0