

# Final Budget

<b>Sheridan Juvenile Justice Commission Joint Powers Board</b>	
Budget Hearing Information	
41 W. Whitney St.	<b>Location:</b> Public Meeting Room, Sheridan County Courthouse
Sheridan, WY, 82801	<b>Date:</b> 7/17/2017
307-674-2935	<b>Time:</b> Noon
Sheridan County	<b>Budget Prepared by:</b> Dan Lindly

<b>S-A</b>	<b>BUDGET MESSAGE</b>	W.S. 16-4-104(d)
<p>Funds are received on a quarterly basis from the City and County. Funds for the two Drug Court programs are invoiced and reimbursed on a monthly basis. CJSB funds are invoiced on a monthly basis. Each month all expenses are reviewed by the Administrator and vouchers are prepared. The vouchers are sent to the accountant for processing. The board reviews the vouchers and monthly financial reports at its meetings. Checks are prepared and then presented for two signatures by two members of the board or by the Administrator and one board member. The checks are then sent out. This office currently has seven full-time staff members including the Administrator. Our office did not renew a grant from OJJDP which had been part of our revenue for the past several years.</p>		

<b>S-B</b>	<b>RESERVE DESCRIPTION</b>

<b>S-C</b>																									
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 70%;">Names of Board Members</th> <th style="width: 30%;">Date of End of Term</th> </tr> </thead> <tbody> <tr><td>Tom Ringley</td><td>1/1/19</td></tr> <tr><td>Warren Mischke</td><td>1/1/20</td></tr> <tr><td>Roger Miller</td><td>1/1/20</td></tr> <tr><td>Ginger Stout</td><td>1/1/19</td></tr> <tr><td>Shane Haynes</td><td>1/1/18</td></tr> <tr><td>Kalli Shannon</td><td>1/1/19</td></tr> <tr><td>Pam Klier</td><td>7/1/18</td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> </tbody> </table>	Names of Board Members	Date of End of Term	Tom Ringley	1/1/19	Warren Mischke	1/1/20	Roger Miller	1/1/20	Ginger Stout	1/1/19	Shane Haynes	1/1/18	Kalli Shannon	1/1/19	Pam Klier	7/1/18									<p>Does the district have regular office hours exceeding 20 hours per week? <input checked="" type="checkbox"/> Yes</p> <p><b>If Yes, enter</b></p> <p>Address of office: 41 Whitney St.</p> <p>City, State, Zip: Sheridan, WY, 82801</p> <p>Phone Number: 307-674-2935</p> <p>Hours Open: Mon-Fri, 8 am to 5 pm</p> <div style="border: 1px solid black; height: 30px; width: 100%; margin-top: 10px;"></div>
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Where are the minutes of your board meeting available for public review?  
 Sheridan County Justice Office, 41 W. Whitney St., Sheridan, WY, 82801

How and where are the notices of meeting posted for the public?  
 The Office Administrator posts them in The Sheridan Press

Where are the public meetings held?  
 Public Meeting Room, Second Floor, Sheridan County Courthouse

## FINAL BUDGET SUMMARY

OVERVIEW		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Final Approval
S-1	<b>Total Budgeted Expenditures</b>	\$790,661	\$637,510	\$682,040	\$682,040
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>	\$1,004,166	\$910,475	\$862,040	\$862,040
S-5	<i>Amount requested from County Commissioners</i>	\$0	\$0	\$0	\$0
S-6	<b>Additional Funding Needed :</b>			<b>\$0</b>	<b>\$0</b>

REVENUE SUMMARY		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Final Approval
S-7	<b>Operating Revenues</b>	\$35,569	\$35,000	\$32,500	\$32,500
S-8	<b>Tax levy (From the County Treasurer)</b>	\$0	\$0	\$0	\$0
S-9	<b>Government Support</b>	\$313,750	\$269,306	\$269,306	\$269,306
S-10	<b>Grants</b>	\$475,132	\$425,419	\$379,484	\$379,484
S-11	<b>Other County Support (Not from Co. Treas.)</b>	\$0	\$0	\$0	\$0
S-12	<b>Miscellaneous</b>	\$589	\$750	\$750	\$750
S-13	<b>Other Forecasted Revenue</b>	\$0	\$0	\$0	\$0

S-14	<b>Total Revenue</b>	\$825,040	\$730,475	\$682,040	\$682,040
FY 7/1/17-6/30/18 <span style="float: right;">Sheridan Juvenile Justice Commission Joint Powers Board</span>					

EXPENDITURE SUMMARY		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Final Approval
S-15	<b>Capital Outlay</b>	\$0	\$0	\$0	\$0
S-16	<b>Interest and Fees On Debt</b>	\$0	\$0	\$0	\$0
S-17	<b>Administration</b>	\$121,960	\$112,460	\$114,350	\$117,650
S-18	<b>Operations</b>	\$472,998	\$320,050	\$362,690	\$371,890
S-19	<b>Indirect Costs</b>	\$195,703	\$205,000	\$205,000	\$192,500
S-20	<b>Total Expenditures</b>	\$790,661	\$637,510	\$682,040	\$682,040

DEBT SUMMARY		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Final Approval
S-21	<b>Principal Paid on Debt</b>	\$0	\$0	\$0	\$0

CASH AND INVESTMENTS		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Final Approval
S-22	<b>TOTAL GENERAL FUNDS</b>	\$179,126	\$180,000	\$180,000	\$180,000

**Summary of Reserve Funds**

S-23	<b>Beginning Balance in Reserve Accounts</b>				
S-24	a. Depreciation Reserve	\$0	\$0	\$0	\$0
S-25	b. Other Reserve	\$0	\$0	\$0	\$0
S-26	c. Emergency Reserve (Cash)	\$0	\$0	\$0	\$0
	<b>Total Reserves (a+b+c)</b>	\$0	\$0	\$0	\$0
S-27	<b>Amount to be added</b>				
S-28	a. Depreciation Reserve	\$0	\$0	\$0	\$0
S-29	b. Other Reserve	\$0	\$0	\$0	\$0
S-30	c. Emergency Reserve (Cash)	\$0	\$0	\$0	\$0
	<b>Total to be added (a+b+c)</b>	\$0	\$0	\$0	\$0
S-31	<b>Subtotal</b>	\$0	\$0	\$0	\$0
S-32	<b>Less Total to be spent</b>	\$0	\$0	\$0	\$0
S-33	<b>TOTAL RESERVES AT END OF FISCAL YEAR</b>	\$0	\$0	\$0	\$0

*End of Summary*

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

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

**DISTRICT ADDRESS:** 41 W. Whitney St.  
Sheridan, WY, 82801

**PREPARED BY:** Dan Lindly

**DISTRICT PHONE:** 307-674-2935

# Final Budget

Sheridan Juvenile Justice Commission Joint Powers E

FYE 6/30/2018

**NAME OF DISTRICT/BOARD**

<b>PROPERTY TAXES AND ASSESSMENTS</b>
---------------------------------------

		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Final Approval
<b>R-1</b>	<b>Property Taxes and Assessments Received</b>				
R-1.1	Tax Levy (From the County Treasurer)				
R-1.2	Other County Support				

<b>FORECASTED REVENUE</b>
---------------------------

		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Final Approval
<b>R-2</b>	<b>Revenues from Other Governments</b>				
R-2.1	State Aid				
R-2.2	Additional County Aid (non-treasurer)	\$180,000	\$150,000	\$150,000	\$150,000
R-2.3	City (or Town) Aid	\$133,750	\$119,306	\$119,306	\$119,306
R-2.4	Other (Specify)				
R-2.5	<b>Total Government Support</b>	\$313,750	\$269,306	\$269,306	\$269,306
<b>R-3</b>	<b>Operating Revenues</b>				
R-3.1	Customer Charges	\$35,569	\$35,000	\$32,500	\$32,500
R-3.2	Sales of Goods or Services				
R-3.3	Other Assessments				
R-3.4	<b>Total Operating Revenues</b>	\$35,569	\$35,000	\$32,500	\$32,500
<b>R-4</b>	<b>Grants</b>				
R-4.1	Direct Federal Grants				
R-4.2	Federal Grants thru State Agencies	\$25,092	\$25,419	\$0	
R-4.3	Grants from State Agencies	\$450,040	\$400,000	\$379,484	\$379,484
R-4.4	<b>Total Grants</b>	\$475,132	\$425,419	\$379,484	\$379,484
<b>R-5</b>	<b>Miscellaneous Revenue</b>				
R-5.1	Interest	\$589	\$750	\$750	\$750
R-5.2	Other: Specify				
R-5.3	Other: Additional				
R-5.4	<b>Total Miscellaneous</b>	\$589	\$750	\$750	\$750
R-5.5	<b>Total Forecasted Revenue</b>	\$825,040	\$730,475	\$682,040	\$682,040
<b>R-6</b>	<b>Other Forecasted Revenue</b>				
R-6.1	a. Other past due-as estimated by Co. Treas.				
R-6.2	b. Other forecasted revenue (specify):				
R-6.3	_____				
R-6.4	_____				
R-6.5	_____				
R-6.6	<b>Total Other Forecasted Revenue (a+b)</b>	\$0	\$0	\$0	\$0

# Final Budget

Sheridan Juvenile Justice Commission Joint Powers Board  
**NAME OF DISTRICT/BOARD**

FYE 6/30/2018

## CAPITAL OUTLAY BUDGET

		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Final Approval
<b>E-1</b>	<b>Capital Outlay</b>				
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	<b>TOTAL CAPITAL OUTLAY</b>	\$0	\$0	\$0	\$0

## ADMINISTRATION BUDGET

		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Final Approval
<b>E-2</b>	<b>Personnel Services</b>				
E-2.1	Administrator	\$60,000	\$50,000	\$50,000	\$50,000
E-2.2	Secretary	\$30,000	\$30,000	\$30,750	\$30,750
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	_____				
E-3.5	_____				
E-3.6	_____				
<b>E-4</b>	<b>Contractual Services</b>				
E-4.1	Legal				
E-4.2	Accounting/Auditing	\$15,000	\$15,500	\$15,500	\$15,500
E-4.3	Other (Specify)				
E-4.4	Office Rent	\$7,800	\$7,800	\$7,800	\$7,800
E-4.5	Comp. service/support	\$3,000	\$3,000	\$3,000	\$3,000
E-4.6	_____				
<b>E-5</b>	<b>Other Administrative Expenses</b>				
E-5.1	Office Supplies	\$5,000	\$5,000	\$5,000	\$5,000
E-5.2	Office equipment, rent & repair				\$2,000
E-5.3	Education				
E-5.4	Registrations	\$500	\$500	\$500	\$500
E-5.5	Other (Specify)				
E-5.6	Internet	\$660	\$660	\$600	\$600
E-5.7	Facility Improvements			\$1,200	\$2,500
E-5.8	_____				
<b>E-6</b>	<b>TOTAL ADMINISTRATION</b>	\$121,960	\$112,460	\$114,350	\$117,650

# Final Budget

Sheridan Juvenile Justice Commission Joint Powers Board

FYE 6/30/2018

## OPERATIONS BUDGET

		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Final Approval
<b>E-7</b>	<b>Personnel Services</b>				
E-7.1	Wages--Operations	\$337,294	\$210,000	\$220,750	\$220,250
E-7.2	Service Contracts				
E-7.3	Other (Specify)				
E-7.4	_____				
E-7.5	_____				
E-7.6					
<b>E-8</b>	<b>Travel</b>				
E-8.1	Mileage				
E-8.2	Other (Specify)				
E-8.3	mileage, travel, hotels, m	\$12,435	\$5,000	\$16,500	\$17,500
E-8.4	_____				
E-8.5					
<b>E-9</b>	<b>Operating supplies (List)</b>				
E-9.1	Mobile Phones	\$0	\$1,200	\$1,200	\$1,200
E-9.2	Computer Lease	\$3,350	\$3,350	\$3,350	\$3,350
E-9.3	_____				
E-9.4	_____				
E-9.5					
<b>E-10</b>	<b>Program Services (List)</b>				
E-10.1	Drug Testing	\$8,047	\$6,000	\$6,500	\$6,500
E-10.2	Tx (Meth funds)	\$4,500	\$5,000	\$25,000	\$25,000
E-10.3	Electronic Monitoring	\$4,500	\$5,000	\$5,000	\$5,000
E-10.4	Educational Materials	\$1,000	\$1,000	\$1,500	\$1,500
E-10.5					
<b>E-11</b>	<b>Contractual Arrangements (List)</b>				
E-11.1	48 hour hold	\$15,243	\$17,000	\$10,000	\$10,000
E-11.2	Juvenile Detention	\$9,179	\$4,500	\$10,000	\$10,000
E-11.3	Juvenile Group Home	\$26,250	\$21,000	\$10,000	\$10,000
E-11.4	Treatment	\$50,000	\$40,000	\$38,684	\$52,184
E-11.5					
<b>E-12</b>	<b>Other operations (Specify)</b>				
E-12.1	Client Incentives	\$1,200	\$1,000	\$1,500	\$1,500
E-12.2	Miscellaneous			\$12,706	\$7,906
E-12.3	_____				
E-12.4	_____				
E-12.5					
<b>E-13</b>	<b>TOTAL OPERATIONS</b>	<b>\$472,998</b>	<b>\$320,050</b>	<b>\$362,690</b>	<b>\$371,890</b>

# Final Budget

Sheridan Juvenile Justice Commission Joint Powers Board

FYE 6/30/2018

## INDIRECT COSTS BUDGET

			2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Final Approval
<b>E-14</b>	<b>Insurance</b>					
E-14.1	Liability		\$5,000	\$5,000	\$4,500	\$4,500
E-14.2	Buildings and vehicles					
E-14.3	Equipment					
E-14.4	Other (Specify)					
E-14.5	_____					
E-14.6	_____					
E-14.7						
<b>E-15</b>	<b>Indirect payroll costs:</b>					
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	Total		\$190,703	\$200,000	\$200,500	\$188,000
E-15.8	_____					
E-15.9						
<b>E-16</b>	<b>Depreciation Expenses</b>					
<b>E-17</b>	<b>TOTAL INDIRECT COSTS</b>		\$195,703	\$205,000	\$205,000	\$192,500

## DEBT SERVICE BUDGET

			2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Final Approval
<b>D-1</b>	<b>Debt Service</b>					
D-1.1	Principal					
D-1.2	Interest					
D-1.3	Fees					
<b>D-2</b>	<b>TOTAL DEBT SERVICE</b>		\$0	\$0	\$0	\$0

# Final Budget

Sheridan Juvenile Justice Commission Joint Powers B  
**NAME OF DISTRICT/BOARD**

FYE 6/30/2018

## GENERAL FUNDS

	2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Final Approval
<b>C-1 Balances at Beginning of Fiscal Year</b>				
C-1.1 General Fund Checking Account Balance	\$179,126	\$180,000	\$180,000	\$180,000
C-1.2 Savings and Investments Account Balance				
C-1.3 General Fund CD Balance				
C-1.4 All Other Funds				
C-1.5 Reserves (From Below)	\$0	\$0	\$0	\$0
<b>C-1.6 Total Estimated Cash and Investments on Hand</b>	<b>\$179,126</b>	<b>\$180,000</b>	<b>\$180,000</b>	<b>\$180,000</b>
<b>C-2 General Fund Reductions:</b>				
C-2.1 a. Unpaid bills at FYE				
C-2.2 b. Reserves	\$0	\$0	\$0	\$0
C-2.3 <b>Total Deductions (a+b)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>C-2.4 Estimated Non-Restricted Funds Available</b>	<b>\$179,126</b>	<b>\$180,000</b>	<b>\$180,000</b>	<b>\$180,000</b>

## DEPRECIATION RESERVE (CAPITAL OUTLAY - REPLACEMENT)

	2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Final Approval
<b>C-3</b>				
C-3.1 Beginning Balance in Reserve Account (end of previous year)		\$0	\$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> _____				
<b>C-3.5 SUB-TOTAL</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
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 <i>Date of Reserve Approval in Minutes:</i> _____				
<b>C-3.11 TOTAL CAPITAL OUTLAY (a+b+c)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>C-3.12 Balance to be retained in Depreciation Reserve Account</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

## OTHER RESTRICTED FUND BALANCES - RESERVE (LEGALLY ENFORCED)

	2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Final Approval
<b>C-4</b>				
C-4.1 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> _____				
<b>C-4.5 SUB-TOTAL</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
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 <i>Date of Reserve Approval in Minutes:</i> _____				
<b>C-4.11 TOTAL OTHER RESERVE OUTLAY (a+b+c)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>C-4.12 Balance to be retained in Other Reserve Account</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

## ASSIGNED FUND BALANCE (EMERGENCY RESERVE - NOT COMMITTED)

	2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Final Approval
<b>C-5</b>				
C-5.1 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> _____				
<b>C-5.5 SUB-TOTAL</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
C-5.6 Amount to be spent from Emergency Reserve (Cash)				
C-5.7 <i>Date of Reserve Approval in Minutes:</i> _____				
<b>C-5.8 Balance to be retained in Assigned Fund Balance</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>C-5.9 TOTAL TO BE SPENT</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>