

# Final Budget

<b>5</b>	
<small>Budget Hearing Information</small>	
55 Grinnell Plaza	<b>Location:</b> Sheridan College - Mars Agriculture Center (MAC)
Sheridan, WY, 82801	<b>Date:</b> 06/15/2017
(307) 675-4225	<b>Time:</b> 11:30 AM
Sheridan County	<b>Budget Prepared by:</b> Robert Briggs

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

The mission of the Sheridan Economic and Educational Development Authority (SEEDA) is to facilitate and coordinate the development of capital projects, workforce training, or job creation initiatives in Sheridan County for the purposes of the economic and educational development of the Sheridan Community. SEEDA follows the budgetary policies and protocol outlined in its adopted Policies and Procedures Manual, in particular section 3.2, which pertains to the management of SEEDA funds.

In Fiscal Year 2017, SEEDA was fortunate to receive significant unexpected revenue from the sale of land in the Sheridan Commercial Park. This has provided SEEDA with additional resources to further its commitment to the community. Despite these additional funds, SEEDA has reason to remain conservative in its outlook. No additional revenue is anticipated for the coming fiscal year. The Fiscal Year 2018 budget will need to draw on cash reserves in order for SEEDA to meet its obligations.

Expenditures for legal services, insurance, and facilities maintenance remain similar to past years. SEEDA anticipates additional expenditures for the Hallmark Building Phase of the Wyoming Performing Arts and Education Center, the Whitney Performing Arts Series, and other projects approved by the Board. SEEDA takes very seriously its obligations to be responsible with public funds, and considers of equal importance the advancement of both education and economic development in the Sheridan area.

**S-B RESERVE DESCRIPTION**

SEEDA maintains a Facility Maintenance Reserve for maintenance of SEEDA capital assets, particularly the Early Childhood Education Center. The balance of this fund is presently \$171,000. These funds may only be utilized for major maintenance items following approval by the SEEDA Board. After meeting FY 17 budgeted obligations, and drawing on available cash to meet the proposed FY 18 Budget, SEEDA anticipates having approximately \$427,010 available in its WYO-STAR investment account. These funds may be drawn upon as needed and

**S-C**

Names of Board Members	Date of End of Term	Does the district have regular office hours exceeding 20 hours per week?
Gary Koltiska	8/31/18	<input checked="" type="checkbox"/> Yes
Roger Miller	8/31/18	<p><b>If Yes, enter</b></p> <p>Address of office: 55 Grinnell Plaza</p> <p>City, State, Zip: Sheridan, WY, 82801</p> <p>Phone Number: (307) 675-4225</p> <p>Hours Open: M-F 8:00am - 5:00pm</p>
Jesus Rios	8/31/19	
Ken Thorpe	8/31/18	
Paul Young	8/31/19	

Where are the minutes of your board meeting available for public review?  
 Sheridan City Hall - Planning Division Office

How and where are the notices of meeting posted for the public?  
 Notice provided to Sheridan Press and to any requesting party

Where are the public meetings held?  
 Sheridan College - Thorne-Rider Student Center or as announced (Calendar Year 2017)

## FINAL BUDGET SUMMARY

OVERVIEW		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Final Approval
S-1	<b>Total Budgeted Expenditures</b>	\$162,862	\$456,667	\$283,000	\$283,000
S-2	<b>Total Principal to Pay on Debt</b>	\$0	\$0	\$0	\$0
S-3	<b>Total Change to Restricted Funds</b>	\$0	\$171,000	\$0	\$0
S-4	<b>Total General Fund and Forecasted Revenues Available</b>	\$1,212,648	\$1,015,414	\$710,010	\$710,010
S-5	<i>Amount requested from County Commissioners</i>	\$0	\$0	\$0	\$0
S-6	<b>Additional Funding Needed :</b>			\$0	\$0

REVENUE SUMMARY		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Final Approval
S-7	<b>Operating Revenues</b>	\$0	\$0	\$0	\$0
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>	\$21,417	\$16,500	\$0	\$0
S-11	<b>Other County Support (Not from Co. Treas.)</b>	\$0	\$0	\$0	\$0
S-12	<b>Miscellaneous</b>	\$42	\$2,400	\$2,400	\$2,400
S-13	<b>Other Forecasted Revenue</b>	\$1,138,471	\$271,326	\$0	\$0
S-14	<b>Total Revenue</b>	\$1,159,930	\$290,226	\$2,400	\$2,400
FY 7/1/17-6/30/18					\$5

EXPENDITURE SUMMARY		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Final Approval
S-15	<b>Capital Outlay</b>	\$0	\$75,000	\$0	\$0
S-16	<b>Interest and Fees On Debt</b>	\$0	\$0	\$0	\$0
S-17	<b>Administration</b>	\$8,589	\$15,500	\$15,500	\$15,500
S-18	<b>Operations</b>	\$149,237	\$360,667	\$262,000	\$262,000
S-19	<b>Indirect Costs</b>	\$5,036	\$5,500	\$5,500	\$5,500
S-20	<b>Total Expenditures</b>	\$162,862	\$456,667	\$283,000	\$283,000

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>	\$52,718	\$725,188	\$707,610	\$707,610

**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	\$171,000	\$171,000
S-26	c. Emergency Reserve (Cash)	\$0	\$0	\$0	\$0
	<b>Total Reserves (a+b+c)</b>	\$0	\$0	\$171,000	\$171,000
S-27	<b>Amount to be added</b>				
S-28	a. Depreciation Reserve	\$0	\$0	\$0	\$0
S-29	b. Other Reserve	\$0	\$171,000	\$0	\$0
S-30	c. Emergency Reserve (Cash)	\$0	\$0	\$0	\$0
	<b>Total to be added (a+b+c)</b>	\$0	\$171,000	\$0	\$0
S-31	<b>Subtotal</b>	\$0	\$171,000	\$171,000	\$171,000
S-32	<b>Less Total to be spent</b>	\$0	\$0	\$0	\$0
S-33	<b>TOTAL RESERVES AT END OF FISCAL YEAR</b>	\$0	\$171,000	\$171,000	\$171,000

*End of Summary*

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

**DISTRICT ADDRESS:** 55 Grinnell Plaza  
 Sheridan, WY, 82801

**PREPARED BY:** Robert Briggs

**DISTRICT PHONE:** (307) 675-4225

# Final Budget

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FYE 06/30/2018

NAME OF DISTRICT/BOARD \_\_\_\_\_

## PROPERTY TAXES AND ASSESSMENTS

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

## FORECASTED REVENUE

		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Final Approval
R-2	<b>Revenues from Other Governments</b>				
R-2.1	State Aid				
R-2.2	Additional County Aid (non-treasurer)				
R-2.3	City (or Town) Aid				
R-2.4	Other (Specify) _____				
R-2.5	<b>Total Government Support</b>	\$0	\$0	\$0	\$0
R-3	<b>Operating Revenues</b>				
R-3.1	Customer Charges				
R-3.2	Sales of Goods or Services				
R-3.3	Other Assessments				
R-3.4	<b>Total Operating Revenues</b>	\$0	\$0	\$0	\$0
R-4	<b>Grants</b>				
R-4.1	Direct Federal Grants				
R-4.2	Federal Grants thru State Agencies				
R-4.3	Grants from State Agencies	\$21,417	\$16,500		
R-4.4	<b>Total Grants</b>	\$21,417	\$16,500	\$0	\$0
R-5	<b>Miscellaneous Revenue</b>				
R-5.1	Interest	\$42	\$2,400	\$2,400	\$2,400
R-5.2	Other: Specify _____				
R-5.3	Other: Additional _____				
R-5.4	<b>Total Miscellaneous</b>	\$42	\$2,400	\$2,400	\$2,400
R-5.5	<b>Total Forecasted Revenue</b>	\$21,459	\$18,900	\$2,400	\$2,400
R-6	<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	See Additional Details	\$1,138,471	\$271,326		
R-6.6	<b>Total Other Forecasted Revenue (a+b) with additional details</b>	\$1,138,471	\$271,326	\$0	\$0

# Final Budget

NAME OF DISTRICT/BOARD \_\_\_\_\_

## CAPITAL OUTLAY BUDGET

		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Final Approval
E-1	<b>Capital Outlay</b>				
E-1.1	Real Property		\$75,000		
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	\$75,000	\$0	\$0

## ADMINISTRATION BUDGET

		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Final Approval
E-2	<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					
E-3	<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					
E-4	<b>Contractual Services</b>				
E-4.1	Legal	\$1,680	\$3,500	\$3,500	\$3,500
E-4.2	Accounting/Auditing	\$6,800	\$7,000	\$7,000	\$7,000
E-4.3	Other (Specify)				
E-4.4	_____				
E-4.5	_____				
E-4.6					
E-5	<b>Other Administrative Expenses</b>				
E-5.1	Office Supplies				
E-5.2	Office equipment, rent & repair				
E-5.3	Education				
E-5.4	Registrations				
E-5.5	Other (Specify)				
E-5.6	_____				
E-5.7	_____				
E-5.8	see additional details	\$109	\$5,000	\$5,000	\$5,000
E-6	<b>TOTAL ADMINISTRATION</b>	\$8,589	\$15,500	\$15,500	\$15,500

# Final Budget

## 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				
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	_____				
E-8.4	_____				
E-8.5	_____				
<b>E-9</b>	<b>Operating supplies (List)</b>				
E-9.1	_____				
E-9.2	_____				
E-9.3	_____				
E-9.4	_____				
E-9.5	_____				
<b>E-10</b>	<b>Program Services (List)</b>				
E-10.1	_____				
E-10.2	_____				
E-10.3	_____				
E-10.4	_____				
E-10.5	_____				
<b>E-11</b>	<b>Contractual Arrangements (List)</b>				
E-11.1	_____				
E-11.2	_____				
E-11.3	_____				
E-11.4	_____				
E-11.5	see additional details	\$134,920	\$348,667	\$250,000	\$250,000
<b>E-12</b>	<b>Other operations (Specify)</b>				
E-12.1	_____				
E-12.2	_____				
E-12.3	_____				
E-12.4	_____				
E-12.5	see additional details	\$14,317	\$12,000	\$12,000	\$12,000
<b>E-13</b>	<b>TOTAL OPERATIONS</b>	<b>\$149,237</b>	<b>\$360,667</b>	<b>\$262,000</b>	<b>\$262,000</b>

# Final Budget

## 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		\$500	\$500	\$500	\$500
E-14.2	Buildings and vehicles		\$4,536	\$5,000	\$5,000	\$5,000
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	_____					
E-15.8	_____					
E-15.9						
<b>E-16</b>	<b>Depreciation Expenses</b>					
<b>E-17</b>	<b>TOTAL INDIRECT COSTS</b>		\$5,036	\$5,500	\$5,500	\$5,500

## 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

NAME OF DISTRICT/BOARD \_\_\_\_\_

## GENERAL FUNDS

		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Final Approval
<b>C-1</b>	<b>Balances at Beginning of Fiscal Year</b>				
C-1.1	General Fund Checking Account Balance	\$52,718	\$725,188	\$280,600	\$280,600
C-1.2	Savings and Investments Account Balance			\$427,010	\$427,010
C-1.3	General Fund CD Balance				
C-1.4	All Other Funds				
C-1.5	Reserves (From Below)	\$0	\$171,000	\$171,000	\$171,000
C-1.6	<b>Total Estimated Cash and Investments on Hand</b>	<b>\$52,718</b>	<b>\$896,188</b>	<b>\$878,610</b>	<b>\$878,610</b>
<b>C-2</b>	<b>General Fund Reductions:</b>				
C-2.1	a. Unpaid bills at FYE				
C-2.2	b. Reserves	\$0	\$171,000	\$171,000	\$171,000
C-2.3	<b>Total Deductions (a+b)</b>	<b>\$0</b>	<b>\$171,000</b>	<b>\$171,000</b>	<b>\$171,000</b>
C-2.4	<b>Estimated Non-Restricted Funds Available</b>	<b>\$52,718</b>	<b>\$725,188</b>	<b>\$707,610</b>	<b>\$707,610</b>

## DEPRECIATION RESERVE (CAPITAL OUTLAY - REPLACEMENT)

		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Final Approval
<b>C-3</b>	<b>Beginning Balance in Reserve Account (end of previous year)</b>		\$0	\$0	
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> _____				
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 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> _____				
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 in Depreciation Reserve Account	\$0	\$0	\$0	\$0

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

		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Final Approval
<b>C-4</b>	<b>Beginning Balance in Reserve Account (end of previous year)</b>		\$0	\$171,000	\$171,000
C-4.1	Beginning Balance in Reserve Account (end of previous year)		\$0	\$171,000	\$171,000
C-4.2	<i>Date of Reserve Approval in Minutes:</i> _____				
C-4.3	Amount to be added to the reserve		\$171,000		
C-4.4	<i>Date of Reserve Approval in Minutes:</i> _____				
C-4.5	<b>SUB-TOTAL</b>	<b>\$0</b>	<b>\$171,000</b>	<b>\$171,000</b>	<b>\$171,000</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> _____				
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 in Other Reserve Account	\$0	\$171,000	\$171,000	\$171,000

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

		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Final Approval
<b>C-5</b>	<b>Beginning Balance in Reserve Account (end of previous year)</b>		\$0	\$0	
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> _____				
C-5.5	<b>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> _____				
C-5.8	Balance to be retained in Assigned Fund Balance	\$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>