

## Amended Budget

Sheridan Economic and Educational Development Authority Joint Powers Board	
Budget Hearing Information	
55 Grinnell Plaza	Location: Sheridan City Hall, 3rd Floor Council Chambers
Sheridan, WY 82801	Date: 7/7/2020
(307) 675-0814	Time: 11:30 a.m.
Sheridan County	Budget Prepared by: Robert Briggs

Date of Amended Budget Approval: 02/02/21

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

The mission of the Sheridan Economic and Educational Development Authority Joint Powers Board (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 2020 SEEDA cancelled the Vacutech Expansion project. This has resulted in changes to both anticipated revenues in the form of grant and loans funds from the Wyoming Business Council, and also the anticipated expenditures associated with the project. SEEDA will continue to move forward with the Kennon High-Tech Park Project. The Fiscal Year 2021 budget will need to draw on cash reserves in order for SEEDA to meet its obligations, though it is anticipated that rental revenue from the Kennon Project will begin by the start of Fiscal Year 2022.

Anticipated expenditures for legal services, insurance, and facilities maintenance are similar to last fiscal year; and contract services for the administrator position will continue in Fiscal Year 2021. A slight increase to expenditures for accounting/auditing costs associated with financial report preparation is anticipated. As in Fiscal Year 2020, most of SEEDA's expenditures in Fiscal Year 2021 will be related to building construction. 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**

With the transfer of ownership of the early childhood education facility to another party, SEEDA's facility maintenance reserve was moved to the general fund as part of the September 24, 2019 budget amendment.

**S-C**

Names of Board Members	Date of End of Term	Does the district have regular office hours exceeding 20 hours per week?
Rich Bridger	8/31/22	<input checked="" type="checkbox"/> Yes
Erin Kilbride	8/31/21	
Gary Koltiska	8/31/21	
Roger Miller	8/31/21	
Walt Tribley	8/31/22	

If Yes, enter

Address of office: 1 Whitney Way, Whintey Academic Center Rm. 134D

City, State, Zip: Sheridan, WY 82801

Phone Number: (307) 675-0814

Hours Open: M-F 8:00 a.m. - 5:00 p.m.

Administrative Note: Patrick Henderson was appointed by the Sheridan City Council to fill the unexpired term of Roger Miller (through 8/31/2021).

Where are the minutes of your board meeting available for public review?  
 Sheridan College - Planning and Economic Development Director's 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 - Whitney Academic Center Boardroom (Rm W132) or as indicated in meeting notification

Administrative Note: Due to change in title, SEEDA minutes are now available for public review at Sheridan College in the Office of the Associate Vice President for Institutional Research (Whitney Academic Center Rm.134D).

## AMENDED BUDGET SUMMARY

OVERVIEW		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval	Amended Budget
S-1	Total Budgeted Expenditures	\$9,646,254	\$1,625,137	\$6,093,903	\$6,093,903	\$6,171,980
S-2	Total Principal to Pay on Debt	\$0	\$0	\$0	\$0	\$0
S-3	Total Change to Restricted Funds	\$0	-\$171,000	\$0	\$0	\$0
S-4	Total General Fund and Forecasted Revenues Available	\$10,318,127	\$1,992,250	\$6,466,937	\$6,466,937	\$6,489,937
S-5	Amount requested from County Commissioners	\$0	\$0	\$0	\$0	\$0
S-6	Additional Funding Needed :			\$0	\$0	\$0

REVENUE SUMMARY		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval	Amended Budget
S-7	Operating Revenues	\$0	\$0	\$0	\$0	\$0
S-8	Tax levy (From the County Treasurer)	\$0	\$0	\$0	\$0	\$0
S-9	Government Support	\$0	\$0	\$0	\$0	\$0
S-10	Grants	\$9,448,129	\$600,000	\$5,970,403	\$5,970,403	\$5,970,403
S-11	Other County Support (Not from Co. Treas.)	\$0	\$0	\$0	\$0	\$0
S-12	Miscellaneous	\$25,406	\$547,657	\$9,000	\$9,000	\$32,000
S-13	Other Forecasted Revenue	\$0	\$0	\$0	\$0	\$0
S-14	Total Revenue	\$9,473,535	\$1,147,657	\$5,979,403	\$5,979,403	\$6,002,403

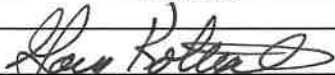
FY 7/1/20-6/30/21 Sheridan Economic and Educational Development Authority Joint Powers Board

EXPENDITURE SUMMARY		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval	Amended Budget
S-15	Capital Outlay	\$9,448,129	\$630,637	\$5,970,403	\$5,970,403	\$6,043,980
S-16	Interest and Fees On Debt	\$0	\$0	\$0	\$0	\$0
S-17	Administration	\$93,775	\$100,000	\$97,000	\$97,000	\$101,500
S-18	Operations	\$99,143	\$718,000	\$15,000	\$15,000	\$15,000
S-19	Indirect Costs	\$5,208	\$5,500	\$11,500	\$11,500	\$11,500
S-20R	Expenditures paid by Reserves	\$0	\$171,000	\$0	\$0	\$0
S-20	Total Expenditures	\$9,646,254	\$1,625,137	\$6,093,903	\$6,093,903	\$6,171,980

DEBT SUMMARY		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval	Amended Budget
S-21	Principal Paid on Debt	\$0	\$0	\$0	\$0	\$0

CASH AND INVESTMENTS		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval	Amended Budget
S-22	TOTAL GENERAL FUNDS	\$844,592	\$844,592	\$487,534	\$487,534	\$487,534
Summary of Reserve Funds						
S-23	Beginning Balance in Reserve Accounts	\$0	\$0	\$0	\$0	\$0
S-24	a. Sinking and Debt Service Funds	\$171,000	\$171,000	\$0	\$0	\$0
S-25	b. Reserves	\$0	\$0	\$0	\$0	\$0
S-26	c. Bond Funds	\$0	\$0	\$0	\$0	\$0
	<b>Total Reserves (a+b+c)</b>	\$171,000	\$171,000	\$0	\$0	\$0
S-27	Amount to be added	\$0	\$0	\$0	\$0	\$0
S-28	a. Sinking and Debt Service Funds	\$0	\$0	\$0	\$0	\$0
S-29	b. Reserves	\$0	\$0	\$0	\$0	\$0
S-30	c. Bond Funds	\$0	\$0	\$0	\$0	\$0
	<b>Total to be added (a+b+c)</b>	\$0	\$0	\$0	\$0	\$0
S-31	Subtotal	\$171,000	\$171,000	\$0	\$0	\$0
S-32	Less Total to be spent	\$0	\$171,000	\$0	\$0	\$0
S-33	TOTAL RESERVES AT END OF FISCAL YEAR	\$171,000	\$0	\$0	\$0	\$0

End of Summary

  
 Budget Officer / District Official (if not same as "Submitted by")  
**Gary Koltzka, Chair**

Date adopted by Special District **02/02/2021**

DISTRICT ADDRESS: 55 Grinnell Plaza  
 Sheridan, WY 82801

PREPARED BY: Robert Briggs

DISTRICT PHONE: (307) 675-0814

## Amended Budget

Sheridan Economic and Educational Development Auth  
 NAME OF DISTRICT/BOARD

FYE 6/30/2021

### PROPERTY TAXES AND ASSESSMENTS

		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval	Amended Budget
R-1	<b>Property Taxes and Assessments Received</b>					
R-1.1	Tax Levy (From the County Treasurer)					
R-1.2	Other County Support					

### FORECASTED REVENUE

		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval	Amended Budget
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	\$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	\$0
R-4	<b>Grants</b>					
R-4.1	Direct Federal Grants		\$0	\$2,258,559	\$2,258,559	\$2,258,559
R-4.2	Federal Grants thru State Agencies					
R-4.3	Grants from State Agencies	\$9,448,129	\$600,000	\$3,711,844	\$3,711,844	\$3,711,844
R-4.4	<b>Total Grants</b>	\$9,448,129	\$600,000	\$5,970,403	\$5,970,403	\$5,970,403
R-5	<b>Miscellaneous Revenue</b>					
R-5.1	Interest	\$20,002	\$7,657	\$3,000	\$3,000	\$3,000
R-5.2	Other: Specify	\$10				
R-5.3	Other: See Additional	\$5,394	\$540,000	\$6,000	\$6,000	\$29,000
R-5.4	<b>Total Miscellaneous</b>	\$25,406	\$547,657	\$9,000	\$9,000	\$32,000
R-5.5	<b>Total Forecasted Revenue</b>	\$9,473,535	\$1,147,657	\$5,979,403	\$5,979,403	\$6,002,403
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						
R-6.6	<b>Total Other Forecasted Revenue (a+b)</b>	\$0	\$0	\$0	\$0	\$0

## Amended Budget

Sheridan Economic and Educational Development Authc  
 NAME OF DISTRICT/BOARD

FYE 6/30/2021

### CAPITAL OUTLAY BUDGET

		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval	Amended Budget
E-1	<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	see additional details	\$9,448,129	\$630,637	\$5,970,403	\$5,970,403	\$6,043,980
E-1.8	<b>TOTAL CAPITAL OUTLAY</b>	\$9,448,129	\$630,637	\$5,970,403	\$5,970,403	\$6,043,980

### ADMINISTRATION BUDGET

		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval	Amended Budget
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	\$9,720	\$7,000	\$7,000	\$7,000	\$7,000
E-4.2	Accounting/Auditing	\$7,050	\$10,000	\$12,000	\$12,000	\$12,000
E-4.3	Other (Specify)					
E-4.4	_____					
E-4.5	_____					
E-4.6	see additional details	\$74,759	\$78,000	\$78,000	\$78,000	\$80,500
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	\$2,245	\$5,000			\$2,000
E-6	<b>TOTAL ADMINISTRATION</b>	\$93,775	\$100,000	\$97,000	\$97,000	\$101,500

# Amended Budget

Sheridan Economic and Educational Development Authc

FYE 6/30/2021

## OPERATIONS BUDGET

		2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval	Amended Budget
E-7	<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	_____					
E-8	<b>Travel</b>					
E-8.1	Mileage					
E-8.2	Other (Specify)					
E-8.3	_____					
E-8.4	_____					
E-8.5	_____					
E-9	<b>Operating supplies (List)</b>					
E-9.1	_____					
E-9.2	_____					
E-9.3	_____					
E-9.4	_____					
E-9.5	_____					
E-10	<b>Program Services (List)</b>					
E-10.1	_____					
E-10.2	_____					
E-10.3	_____					
E-10.4	_____					
E-10.5	_____					
E-11	<b>Contractual Arrangements (List)</b>					
E-11.1	_____					
E-11.2	_____					
E-11.3	_____					
E-11.4	_____					
E-11.5	see additional details	\$96,227	\$711,000	\$10,000	\$10,000	\$10,000
E-12	<b>Other operations (Specify)</b>					
E-12.1	_____					
E-12.2	_____					
E-12.3	_____					
E-12.4	_____					
E-12.5	see additional details	\$2,916	\$7,000	\$5,000	\$5,000	\$5,000
E-13	<b>TOTAL OPERATIONS</b>	\$99,143	\$718,000	\$15,000	\$15,000	\$15,000

## Amended Budget

Sheridan Economic and Educational Development Authc

FYE 6/30/2021

### INDIRECT COSTS BUDGET

			2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval	Amended Budget
E-14	<b>Insurance</b>						
E-14.1	Liability		\$500	\$500	\$500	\$500	\$500
E-14.2	Buildings and vehicles		\$4,708	\$5,000	\$11,000	\$11,000	\$11,000
E-14.3	Equipment						
E-14.4	Other (Specify)						
E-14.5	_____						
E-14.6	_____						
E-14.7	_____						
E-15	<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	_____						
E-17	<b>TOTAL INDIRECT COSTS</b>		\$5,208	\$5,500	\$11,500	\$11,500	\$11,500

### DEBT SERVICE BUDGET

			2018-2019 Actual	2019-2020 Estimated	2020-2021 Proposed	Final Approval	Amended Budget
D-1	<b>Debt Service</b>						
D-1.1	Principal						
D-1.2	Interest						
D-1.3	Fees						
D-2	<b>TOTAL DEBT SERVICE</b>		\$0	\$0	\$0	\$0	\$0

# Amended Budget

Sheridan Economic and Educational Development Authority  
 NAME OF DISTRICT/BOARD

FYE 6/30/2021

## GENERAL FUNDS

		End of Year	Beginning	Beginning		
		2018-2019	2019-2020	2020-2021	Final Approval	Amended Budget
		Actual	Estimated	Proposed		
C-1	<b>Balances at Beginning of Fiscal Year</b>					
C-1.1	General Fund Checking Account Balance	\$76,362	\$76,362	\$9,478	\$9,478	\$9,478
C-1.2	Savings and Investments Account Balance	\$768,230	\$768,230	\$478,056	\$478,056	\$478,056
C-1.3	General Fund CD Balance		\$0			
C-1.4	All Other Funds		\$0			
C-1.5	Reserves (From Below)	\$171,000	\$171,000	\$0	\$0	\$0
C-1.6	<b>Total Estimated Cash and Investments on Hand</b>	<b>\$1,015,592</b>	<b>\$1,015,592</b>	<b>\$487,534</b>	<b>\$487,534</b>	<b>\$487,534</b>
C-2	<b>General Fund Reductions:</b>					
C-2.1	a. Unpaid bills at FYE					
C-2.2	b. Reserves	\$171,000	\$0	\$0	\$0	\$0
C-2.3	<b>Total Deductions (a+b)</b>	<b>\$171,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
C-2.4	<b>Estimated Non-Restricted Funds Available</b>	<b>\$844,592</b>	<b>\$1,015,592</b>	<b>\$487,534</b>	<b>\$487,534</b>	<b>\$487,534</b>

## SINKING & DEBT SERVICE FUNDS

		2018-2019	2019-2020	2020-2021		
		Actual	Estimated	Proposed	Final Approval	Amended Budget
C-3	<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	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>	<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>	<b>\$0</b>
C-3.12	Balance to be retained	\$0	\$0	\$0	\$0	\$0

## RESERVES

		2018-2019	2019-2020	2020-2021		
		Actual	Estimated	Proposed	Final Approval	Amended Budget
C-4	<b>Beginning Balance in Reserve Account (end of previous year)</b>	\$171,000	\$171,000	\$0		
C-4.1	Beginning Balance in Reserve Account (end of previous year)	\$171,000	\$171,000	\$0		
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>\$171,000</b>	<b>\$171,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
C-4.6	Identify the amount and project to be spent					
C-4.7	a. Transfer to GF		\$171,000			
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>\$171,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
C-4.12	Balance to be retained	\$171,000	\$0	\$0	\$0	\$0

## BOND FUNDS

		2018-2019	2019-2020	2020-2021		
		Actual	Estimated	Proposed	Final Approval	Amended Budget
C-5	<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	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>	<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	\$0
C-5.9	<b>TOTAL TO BE SPENT</b>	<b>\$0</b>	<b>\$171,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

