

Proposed Budget

Sheridan Justice Commission Joint Powers Board	
Budget Hearing Information	
41 W. Whitney St.	Location: Public Mtg Room, Sheridan County Courthouse
Sheridan, WY, 82801	Date: 7/12/2022
307-674-2935	Time: 1:00 PM
Sheridan	Budget Prepared by: Dan Lindly

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

Funds are received quarterly from the City and the County. State CST and CJSB funds are invoiced and reimbursed monthly. Cash payments from clients for services are recorded and deposited at least monthly. Each month all expenses are reviewed by the administrator and a voucher list is prepared. The board reviews and approves the list. The list is then sent to the bookkeeper for check processing. The checks require two signatures. The administrator and 3 board members are able to sign checks. The office currently has six full-time staff including the administrator.

S-B RESERVE DESCRIPTION

None.

S-C

Names of Board Members	Date of End of Term
Warren Mischke	1.1.23
Ginger Stout	1.1.25
Tom Ringley	1.1.25
Pam Klier	7.1.24
Jacob Martin	1.1.23
Ann Perkins	7.1.24

Does the district have regular office hours exceeding 20 hours per week? **Yes**

If Yes, enter

Address of office: 41 W. Whitney St.

City, State, Zip: Sheridan, WY, 82801

Phone Number: 307.674.2935

Hours Open: M-F 8-5

Where are the minutes of your board meeting available for public review?
 SCJO, 41 W. Whitney St., Sheridan, WY, 82801

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

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

PROPOSED BUDGET SUMMARY

OVERVIEW		2020-2021 Actual	2021-2022 Estimated	2022-2023 Proposed	Pending Approval
S-1	Total Budgeted Expenditures	\$555,563	\$383,150	\$664,500	\$664,500
S-2	Total Principal to Pay on Debt	\$0	\$0	\$0	\$0
S-3	Total Change to Restricted Funds	\$0	\$0	\$0	\$0
S-4	Total General Fund and Forecasted Revenues Available	\$934,204	\$947,298	\$1,029,798	\$1,029,798
S-5	<i>Amount requested from County Commissioners</i>	\$0	\$0	\$0	\$0
S-6	Additional Funding Needed :			\$0	\$0

REVENUE SUMMARY		2020-2021 Actual	2021-2022 Estimated	2022-2023 Proposed	Pending Approval
S-7	Operating Revenues	\$20,724	\$29,500	\$35,500	\$35,500
S-8	Tax levy (From the County Treasurer)	\$0	\$0	\$0	\$0
S-9	Government Support	\$243,000	\$263,000	\$263,000	\$263,000
S-10	Grants	\$303,935	\$288,500	\$365,000	\$365,000
S-11	Other County Support (Not from Co. Treas.)	\$0	\$0	\$0	\$0
S-12	Miscellaneous	\$1,247	\$1,000	\$1,000	\$1,000
S-13	Other Forecasted Revenue	\$0	\$0	\$0	\$0
S-14	Total Revenue	\$568,906	\$582,000	\$664,500	\$664,500

FY 7/1/22-6/30/23 Sheridan Justice Commission Joint Powers Board

EXPENDITURE SUMMARY		2020-2021 Actual	2021-2022 Estimated	2022-2023 Proposed	Pending Approval
S-15	Capital Outlay	\$0	\$0	\$0	\$0
S-16	Interest and Fees On Debt	\$0	\$0	\$0	\$0
S-17	Administration	\$92,091	\$95,983	\$118,900	\$118,900
S-18	Operations	\$271,825	\$287,167	\$348,550	\$348,550
S-19	Indirect Costs	\$191,647	\$0	\$197,050	\$197,050
S-20R	Expenditures paid by Reserves	\$0	\$0	\$0	\$0
S-20	Total Expenditures	\$555,563	\$383,150	\$664,500	\$664,500

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

CASH AND INVESTMENTS		2020-2021 Actual	2021-2022 Estimated	2022-2023 Proposed	Pending Approval
S-22	TOTAL GENERAL FUNDS	\$365,298	\$365,298	\$365,298	\$365,298

Summary of Reserve Funds

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

Proposed Budget

Sheridan Justice Commission Joint Powers Board
NAME OF DISTRICT/BOARD _____

FYE 6/30/2023

PROPERTY TAXES AND ASSESSMENTS

	DOA Chart of Accounts	2020-2021 Actual	2021-2022 Estimated	2022-2023 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	2020-2021 Actual	2021-2022 Estimated	2022-2023 Proposed	Pending Approval
R-2 Revenues from Other Governments					
R-2.1 State Aid	4211				
R-2.2 Additional County Aid (non-treasurer)	4237	\$130,000	\$130,000	\$130,000	\$130,000
R-2.3 City (or Town) Aid	4237	\$113,000	\$133,000	\$133,000	\$133,000
R-2.4 Other (Specify) _____	4237				
R-2.5 Total Government Support		\$243,000	\$263,000	\$263,000	\$263,000
R-3 Operating Revenues					
R-3.1 Customer Charges	4300	\$20,724	\$29,500	\$35,500	\$35,500
R-3.2 Sales of Goods or Services	4300				
R-3.3 Other Assessments	4503				
R-3.4 Total Operating Revenues		\$20,724	\$29,500	\$35,500	\$35,500
R-4 Grants					
R-4.1 Direct Federal Grants	4201				
R-4.2 Federal Grants thru State Agencies	4201	\$0	\$16,500	\$0	
R-4.3 Grants from State Agencies	4211	\$303,935	\$272,000	\$365,000	\$365,000
R-4.4 Total Grants		\$303,935	\$288,500	\$365,000	\$365,000
R-5 Miscellaneous Revenue					
R-5.1 Interest	4501	\$1,247	\$1,000	\$1,000	\$1,000
R-5.2 Other: Specify _____	4500				
R-5.3 Other: Additional _____					
R-5.4 Total Miscellaneous		\$1,247	\$1,000	\$1,000	\$1,000
R-5.5 Total Forecasted Revenue		\$568,906	\$582,000	\$664,500	\$664,500
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 _____	4500				
R-6.4 _____	4500				
R-6.5 _____					
R-6.6 Total Other Forecasted Revenue (a+b)		\$0	\$0	\$0	\$0

Proposed Budget

Sheridan Justice Commission Joint Powers Board

FYE 6/30/2023

NAME OF DISTRICT/BOARD

CAPITAL OUTLAY BUDGET

	DOA Chart of Accounts	2020-2021 Actual	2021-2022 Estimated	2022-2023 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	2020-2021 Actual	2021-2022 Estimated	2022-2023 Proposed	Pending Approval
E-2 Personnel Services					
E-2.1 Administrator	7002	\$52,683	\$52,683	\$55,300	\$55,300
E-2.2 Secretary	7003	\$0	\$0	\$18,700	\$18,700
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	\$20,645	\$21,000	\$22,000	\$22,000
E-4.3 Other (Specify)					
E-4.4 Office Rent	7023	\$7,800	\$7,800	\$7,800	\$7,800
E-4.5 Computer Service	7023	\$3,954	\$5,000	\$5,000	\$5,000
E-4.6 _____					
E-5 Other Administrative Expenses					
E-5.1 Office Supplies	7031	\$5,047	\$5,000	\$5,000	\$5,000
E-5.2 Office equipment, rent & repair	7032	\$1,447	\$2,500	\$2,500	\$2,500
E-5.3 Education	7033				
E-5.4 Registrations	7034				
E-5.5 Other (Specify)					
E-5.6 Internet	7035	\$515		\$600	\$600
E-5.7 Facility Improvement	7035	\$0	\$2,000	\$2,000	\$2,000
E-5.8 _____					
E-6 TOTAL ADMINISTRATION		\$92,091	\$95,983	\$118,900	\$118,900

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Sheridan Justice Commission Joint Powers Board

FYE 6/30/2023

OPERATIONS BUDGET

	DOA Chart of Accounts	2020-2021 Actual	2021-2022 Estimated	2022-2023 Proposed	Pending Approval
E-7	Personnel Services				
E-7.1	Wages--Operations	7202 \$231,843	\$233,117	\$245,700	\$245,700
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	mileage, rooms, meals, training	7212 \$10,926	\$5,000	\$10,000	\$10,000
E-8.4	_____	7212			
E-8.5	_____				
E-9	Operating supplies (List)				
E-9.1	Mobile Phones	7220 \$2,444	\$2,000	\$2,000	\$2,000
E-9.2	Computer Hardware	7220		\$10,000	\$10,000
E-9.3	_____	7220			
E-9.4	_____	7220			
E-9.5	_____				
E-10	Program Services (List)				
E-10.1	Substance Testing	7230 \$9,310	\$12,000	\$11,000	\$11,000
E-10.2	Treatment Services	7230 \$13,345	\$30,050	\$59,850	\$59,850
E-10.3	Electronic Monitoring	7230 \$1,359	\$5,000	\$5,000	\$5,000
E-10.4	_____	7230			
E-10.5	_____				
E-11	Contractual Arrangements (List)				
E-11.1	Juvenile Detention	7400 \$2,598		\$5,000	\$5,000
E-11.2	_____	7400			
E-11.3	_____	7400			
E-11.4	_____	7400			
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	\$271,825	\$287,167	\$348,550	\$348,550

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Sheridan Justice Commission Joint Powers Board

FYE 6/30/2023

INDIRECT COSTS BUDGET

	DOA Chart of Accounts	2020-2021 Actual	2021-2022 Estimated	2022-2023 Proposed	Pending Approval
E-14 Insurance					
E-14.1 Liability	7502	\$3,464		\$3,000	\$3,000
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 Total	7516	\$188,183		\$194,050	\$194,050
E-15.8 _____	7516				
E-15.9 _____					
E-17 TOTAL INDIRECT COSTS		\$191,647	\$0	\$197,050	\$197,050

DEBT SERVICE BUDGET

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

Proposed Budget

Sheridan Justice Commission Joint Powers Board

FYE 6/30/2023

NAME OF DISTRICT/BOARD

GENERAL FUNDS

		End of Year	Beginning	Beginning	
		2020-2021 Actual	2021-2022 Estimated	2022-2023 Proposed	Pending Approval
C-1	Balances at Beginning of Fiscal Year	DOA Chart of Accounts			
C-1.1	General Fund Checking	1010	\$365,298	\$365,298	\$365,298
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)		\$0	\$0	\$0
C-1.6	Total Estimated Cash and Investments on Hand		\$365,298	\$365,298	\$365,298

C-2	General Fund Reductions:	2010			
C-2.1	a. Unpaid bills at FYE				
C-2.2	b. Reserves		\$0	\$0	\$0
C-2.3	Total Deductions (a+b)		\$0	\$0	\$0
C-2.4	Estimated Non-Restricted Funds Available		\$365,298	\$365,298	\$365,298

DOA Chart of Accounts	1070
SINKING & DEBT SERVICE FUNDS	

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	<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	\$0	\$0	\$0	\$0
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	<i>Date of Reserve Approval in Minutes:</i>				
C-3.11	TOTAL CAPITAL OUTLAY (a+b+c)	\$0	\$0	\$0	\$0
C-3.12	Balance to be retained	\$0	\$0	\$0	\$0

RESERVES	1090
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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)		\$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	1060
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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	<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	\$0	\$0	\$0