

# Proposed Budget

Five County JPB	
Budget Hearing Information	
PO box 1727	Location: Jackson, WY
Jackson, WY 83001	Date: 6/20/2017
307-733-4430	Time: 9:00 AM
Bighorn, Hot Springs, Sublette, Teton and Uinta	Budget Prepared by: Sherry Daigle

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

The Five county JPB Facilitates the collection of maintenance fees and distribution of expenses to a maintenance contractor for the support of a jointly owned computer software program. Fees are collected from the 5 counties in the amount of the expenses to the contractor, legal advisor, and insurance for surety bonds.

**S-B RESERVE DESCRIPTION**

Emergency Operations Reserves

**S-C**

Names of Board Members	Date of End of Term
Mary Lankford	12/31/18
Lana Wilcox	12/31/18
Sherry Daigle	12/31/18

Does the district have regular office hours exceeding 20 hours per week?	<input checked="" type="checkbox"/> Yes
If Yes, enter	
Address of office:	200 S. Willow St.
City, State, Zip:	Jackson, WY 83001
Phone Number:	307-733-4430
Hours Open:	8-5, M-F

Where are the minutes of your board meeting available for public review?  
 In the Teton County Clerk's office, address above

How and where are the notices of meeting posted for the public?  
 they are posted on bulletin boards in each of the 5 county offices, two weeks prior to the meeting

Where are the public meetings held?  
 via phone conference

## PROPOSED BUDGET SUMMARY

OVERVIEW		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Pending Approval
S-1	Total Budgeted Expenditures	\$107,122	\$107,600	\$108,100	\$108,100
S-2	Total Principal to Pay on Debt	\$0	\$0	\$0	\$0
S-3	Total Change to Restricted Funds	\$5,711	-\$10,265	-\$10,265	-\$10,265
S-4	Total General Fund and Forecasted Revenues Available	\$168,407	\$143,343	\$143,343	\$143,343
S-5	Amount requested from County Commissioners	\$0	\$0	\$0	\$0
S-6	Additional Funding Needed :			\$0	\$0

REVENUE SUMMARY		2015-2016 Actual	2016-2017 Estimated	2017-2018 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	\$112,800	\$97,800	\$97,800	\$97,800
S-10	Grants	\$0	\$0	\$0	\$0
S-11	Other County Support (Not from Co. Treas.)	\$0	\$0	\$0	\$0
S-12	Miscellaneous	\$0	\$0	\$0	\$0
S-13	Other Forecasted Revenue	\$0	\$0	\$0	\$0
S-14	Total Revenue	\$112,800	\$97,800	\$97,800	\$97,800

FY 7/1/17-6/30/18  
Five County JPB

EXPENDITURE SUMMARY		2015-2016 Actual	2016-2017 Estimated	2017-2018 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	\$107,122	\$107,600	\$108,100	\$108,100
S-18	Operations	\$0	\$0	\$0	\$0
S-19	Indirect Costs	\$0	\$0	\$0	\$0
S-20	Total Expenditures	\$107,122	\$107,600	\$108,100	\$108,100

DEBT SUMMARY		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Pending Approval
S-21	Principal Paid on Debt	\$0	\$0	\$0	\$0

CASH AND INVESTMENTS		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Pending Approval
S-22	TOTAL GENERAL FUNDS	\$55,607	\$45,543	\$45,543	\$45,543
<b>Summary of Reserve Funds</b>					
S-23	Beginning Balance in Reserve Accounts				
S-24	a. Depreciation Reserve	\$0	\$0	\$0	\$0
S-25	b. Other Reserve	\$0	\$0	\$0	\$0
S-26	c. Emergency Reserve (Cash)	\$49,895	\$55,606	\$45,341	\$45,341
	<b>Total Reserves (a+b+c)</b>	\$49,895	\$55,606	\$45,341	\$45,341
S-27	Amount to be added				
S-28	a. Depreciation Reserve	\$0	\$0	\$0	\$0
S-29	b. Other Reserve	\$0	\$0	\$0	\$0
S-30	c. Emergency Reserve (Cash)	\$5,711	\$0	\$0	\$0
	<b>Total to be added (a+b+c)</b>	\$5,711	\$0	\$0	\$0
S-31	Subtotal	\$55,606	\$55,606	\$45,341	\$45,341
S-32	Less Total to be spent	\$0	\$10,265	\$10,265	\$10,265
S-33	TOTAL RESERVES AT END OF FISCAL YEAR	\$55,606	\$45,341	\$35,076	\$35,076

End of Summary

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

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

DISTRICT ADDRESS: PO box 1727  
Jackson, WY 83001

PREPARED BY: Sherry Daigle \_\_\_\_\_

DISTRICT PHONE: 307-733-4430 \_\_\_\_\_

# Proposed Budget

Five County JPB

FYE 6/30/2018

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

## PROPERTY TAXES AND ASSESSMENTS

		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Pending 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				

## FORECASTED REVENUE

		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Pending Approval
<b>R-2</b>	<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) <u>County Contributions</u>	\$112,800	\$97,800	\$97,800	\$97,800
R-2.5	<b>Total Government Support</b>	\$112,800	\$97,800	\$97,800	\$97,800
<b>R-3</b>	<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
<b>R-4</b>	<b>Grants</b>				
R-4.1	Direct Federal Grants				
R-4.2	Federal Grants thru State Agencies				
R-4.3	Grants from State Agencies				
R-4.4	<b>Total Grants</b>	\$0	\$0	\$0	\$0
<b>R-5</b>	<b>Miscellaneous Revenue</b>				
R-5.1	Interest				
R-5.2	Other: Specify _____				
R-5.3	Other: Additional _____				
R-5.4	<b>Total Miscellaneous</b>	\$0	\$0	\$0	\$0
R-5.5	<b>Total Forecasted Revenue</b>	\$112,800	\$97,800	\$97,800	\$97,800
<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

# Proposed Budget

Five County JPB

FYE 6/30/2018

NAME OF DISTRICT/BOARD

## CAPITAL OUTLAY BUDGET

		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Pending 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	

## ADMINISTRATION BUDGET

		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Pending Approval
<b>E-2</b>	<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					
<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	\$293	\$500	\$1,000	
E-4.2	Accounting/Auditing				
E-4.3	Other (Specify)				
E-4.4	Support Contract	\$106,729	\$107,000	\$107,000	
E-4.5	Surety Bonds	\$100	\$100	\$100	
E-4.6					
<b>E-5</b>	<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					
<b>E-6</b>	<b>TOTAL ADMINISTRATION</b>	\$107,122	\$107,600	\$108,100	

# Proposed Budget

Five County JPB

FYE 6/30/2018

<b>OPERATIONS BUDGET</b>
--------------------------

		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Pending 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	_____				
<b>E-12</b>	<b>Other operations (Specify)</b>				
E-12.1	_____				
E-12.2	_____				
E-12.3	_____				
E-12.4	_____				
E-12.5	_____				
<b>E-13</b>	<b>TOTAL OPERATIONS</b>	\$0	\$0	\$0	\$0

# Proposed Budget

Five County JPB

FYE 6/30/2018

## INDIRECT COSTS BUDGET

			2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Pending Approval
<b>E-14</b>	<b>Insurance</b>					
E-14.1	Liability					
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	_____					
E-15.8	_____					
E-15.9						
<b>E-16</b>	<b>Depreciation Expenses</b>					
<b>E-17</b>	<b>TOTAL INDIRECT COSTS</b>		\$0	\$0	\$0	

## DEBT SERVICE BUDGET

			2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Pending 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	

# Proposed Budget

Five County JPB

FYE 6/30/2018

NAME OF DISTRICT/BOARD

## GENERAL FUNDS

		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Pending Approval
<b>C-1</b>	<b>Balances at Beginning of Fiscal Year</b>				
C-1.1	General Fund Checking Account Balance	\$55,607	\$45,543	\$45,543	
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)	\$55,606	\$45,341	\$35,076	
C-1.6	<b>Total Estimated Cash and Investments on Hand</b>	<b>\$111,213</b>	<b>\$90,884</b>	<b>\$80,619</b>	
<b>C-2</b>	<b>General Fund Reductions:</b>				
C-2.1	a. Unpaid bills at FYE				
C-2.2	b. Reserves	\$55,606	\$45,341	\$35,076	
C-2.3	<b>Total Deductions (a+b)</b>	<b>\$55,606</b>	<b>\$45,341</b>	<b>\$35,076</b>	
C-2.4	<b>Estimated Non-Restricted Funds Available</b>	<b>\$55,607</b>	<b>\$45,543</b>	<b>\$45,543</b>	

## DEPRECIATION RESERVE (CAPITAL OUTLAY - REPLACEMENT)

		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Pending Approval
<b>C-3</b>					
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>	
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	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>	
C-3.12	Balance to be retained in Depreciation Reserve Account	\$0	\$0	\$0	

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

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

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

		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Pending Approval
<b>C-5</b>					
C-5.1	Beginning Balance in Reserve Account (end of previous year)	\$49,895	\$55,606	\$45,341	
C-5.2	Date of Reserve Approval in Minutes: _____				
C-5.3	Amount to be added to the reserve	\$5,711	\$0		
C-5.4	Date of Reserve Approval in Minutes: _____				
C-5.5	<b>SUB-TOTAL</b>	<b>\$55,606</b>	<b>\$55,606</b>	<b>\$45,341</b>	
C-5.6	Amount to be spent from Emergency Reserve (Cash)	\$0	\$10,265	\$10,265	
C-5.7	Date of Reserve Approval in Minutes: _____				
C-5.8	Balance to be retained in Assigned Fund Balance	\$55,606	\$45,341	\$35,076	
C-5.9	<b>TOTAL TO BE SPENT</b>	<b>\$0</b>	<b>\$10,265</b>	<b>\$10,265</b>	





## CONTENTS

Instructions

Budget Summary

Revenue

Expenditures

Cash & Investments

Additional Details

Notes

## Notes and Workspace

This page is for any additional information and calculations that you would keep for your records.

*This worksheet will not be submitted with the budget form.*

Id like to