

Proposed Budget

Basin Authority Child Support Enforcement	
Budget Hearing Information	
1002 Sheridan Ave.	Location: 420 W C St 3rd Floor Conf. Rm. Basin, WY
Cody, WY 82414	Date: 7/19/18
307-527-8840	Time: 10:00am
Park County	Budget Prepared by: Raelle Wright office of Cynthia M. Rankin, CPA

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

Big Horn Basin Child Support Enforcement (Basin Authority) is funded directly by the State of Wyoming for the purpose of child support enforcement services. Basin Authority's budget is approved by the Department of Family Services and is thus submitted as a final budget.

S-B RESERVE DESCRIPTION

Basin Authority is exclusively state funded and is not tax based in any manner. Basin Authority owns no real property or any property requiring a title. All property purchased by Basin Authority is property of the State of Wyoming.

S-C

Names of Board Members	Date of End of Term	Does the district have regular office hours exceeding 20 hours per week?
Serena Lipp		<input checked="" type="checkbox"/> Yes
Marcia Bean		
Deb Craft		
Terri Cornella		
Jerry Williams		
Phillip Scheel		
Patra Lindenthal		
Bryan Skoric		
Joe Tilden		
SuZann Whitlock		
John Worrall		
Fred Frandson		

If Yes, enter

Address of office: 1002 Sheridan Ave
 City, State, Zip: Cody, WY 82414
 Phone Number: 307-527-8840
 Hours Open: 8am - 5pm

Where are the minutes of your board meeting available for public review?
 Basin Authority, 1002 Sheridan Ave, Cody, WY and by the secretary of the board, Patra Lindenthal, Clerk of District Court.

How and where are the notices of meeting posted for the public?
 Notices of meetings are only posted in the minutes.

Where are the public meetings held?
 Meetings alternate between Big Horn, Hot Springs, Park and Washakie County, all of which are in the courthouse of these counties.

PROPOSED BUDGET SUMMARY

OVERVIEW		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
S-1	Total Budgeted Expenditures	\$649,912	\$609,754	\$710,577	\$710,577
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	\$909,182	\$924,182	\$870,478	\$870,478
S-5	<i>Amount requested from County Commissioners</i>	\$0	\$0	\$0	\$0
S-6	Additional Funding Needed :			\$0	\$0

REVENUE SUMMARY		2016-2017 Actual	2017-2018 Estimated	2018-2019 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	\$660,000	\$675,000	\$710,577	\$710,577
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	\$660,000	\$675,000	\$710,577	\$710,577

Basin Authority Child Support Enforcement
FY 7/1/18-6/30/19

EXPENDITURE SUMMARY		2016-2017 Actual	2017-2018 Estimated	2018-2019 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	\$10,763	\$10,317	\$10,800	\$10,800
S-18	Operations	\$464,273	\$428,780	\$497,001	\$497,001
S-19	Indirect Costs	\$174,875	\$170,657	\$202,776	\$202,776
S-20	Total Expenditures	\$649,912	\$609,754	\$710,577	\$710,577

DEBT SUMMARY		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
S-21	Principal Paid on Debt	\$0	\$0	\$0	\$0

CASH AND INVESTMENTS		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
S-22	TOTAL GENERAL FUNDS	\$249,182	\$249,182	\$159,901	\$159,901
Summary of Reserve Funds					
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)	\$0	\$0	\$0	\$0
	Total Reserves (a+b+c)	\$0	\$0	\$0	\$0
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)	\$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: 1002 Sheridan Ave.
Cody, WY 82414

DISTRICT PHONE: 307-527-8840

PREPARED BY: Raelle Wright office of Cynthia M.

Proposed Budget

Basin Authority Child Support Enforcement
 NAME OF DISTRICT/BOARD _____

FYE 6/30/19 _____

PROPERTY TAXES AND ASSESSMENTS

		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
R-1	Property Taxes and Assessments Received				
R-1.1	Tax Levy (From the County Treasurer)				
R-1.2	Other County Support				

FORECASTED REVENUE

		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
R-2	Revenues from Other Governments				
R-2.1	State Aid	\$660,000	\$675,000	\$710,577	
R-2.2	Additional County Aid (non-treasurer)				
R-2.3	City (or Town) Aid				
R-2.4	Other (Specify)				
R-2.5	Total Government Support	\$660,000	\$675,000	\$710,577	
R-3	Operating Revenues				
R-3.1	Customer Charges				
R-3.2	Sales of Goods or Services				
R-3.3	Other Assessments				
R-3.4	Total Operating Revenues	\$0	\$0	\$0	\$0
R-4	Grants				
R-4.1	Direct Federal Grants				
R-4.2	Federal Grants thru State Agencies				
R-4.3	Grants from State Agencies				
R-4.4	Total Grants	\$0	\$0	\$0	\$0
R-5	Miscellaneous Revenue				
R-5.1	Interest				
R-5.2	Other: Specify				
R-5.3	Other: Additional				
R-5.4	Total Miscellaneous	\$0	\$0	\$0	\$0
R-5.5	Total Forecasted Revenue	\$660,000	\$675,000	\$710,577	\$710,577
R-6	Other Forecasted Revenue				
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	Total Other Forecasted Revenue (a+b)				

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Basin Authority Child Support Enforcement

FYE 6/30/19

NAME OF DISTRICT/BOARD

CAPITAL OUTLAY BUDGET

		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
E-1	Capital Outlay				
E-1.1	Real Property				
E-1.2	Vehicles				
E-1.3	Office Equipment	\$0	\$0	\$0	
E-1.4	Other (Specify)				
E-1.5	_____				
E-1.6	_____				
E-1.7					
E-1.8	TOTAL CAPITAL OUTLAY	\$0	\$0	\$0	

ADMINISTRATION BUDGET

		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
E-2	Personnel Services				
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	Board Expenses				
E-3.1	Travel				
E-3.2	Mileage	\$711	\$1,382	\$1,500	\$1,500
E-3.3	Other (Specify)				
E-3.4	_____				
E-3.5	_____				
E-3.6					
E-4	Contractual Services				
E-4.1	Legal				
E-4.2	Accounting/Auditing	\$10,053	\$8,935	\$9,300	\$9,300
E-4.3	Other (Specify)				
E-4.4	_____				
E-4.5	_____				
E-4.6					
E-5	Other Administrative Expenses				
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					
E-6	TOTAL ADMINISTRATION	\$10,763	\$10,317	\$10,800	\$10,800

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OPERATIONS BUDGET

			2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
E-7	Personnel Services					
E-7.1	Wages—Operations		\$377,928	\$356,053	\$400,200	
E-7.2	Service Contracts					
E-7.3	Other (Specify)					
E-7.4						
E-7.5						
E-7.6						
E-8	Travel					
E-8.1	Mileage		\$8,564	\$9,607	\$18,000	
E-8.2	Other (Specify)					
E-8.3						
E-8.4						
E-8.5						
E-9	Operating supplies (List)					
E-9.1	Supplies		\$5,309	\$2,346	\$10,701	\$10,701
E-9.2	Postage		\$14,640	\$4,312	\$9,000	\$9,000
E-9.3	Office Equipment		\$2,726	\$1,867	\$3,000	\$3,000
E-9.4						
E-9.5						
E-10	Program Services (List)					
E-10.1						
E-10.2						
E-10.3						
E-10.4						
E-10.5						
E-11	Contractual Arrangements (List)					
E-11.1	Rent/Utilities		\$47,604	\$48,505	\$45,000	\$45,000
E-11.2						
E-11.3						
E-11.4						
E-11.5						
E-12	Other operations (Specify)					
E-12.1	Repairs/Maintenance		\$78	\$0	\$1,200	\$1,200
E-12.2	Telephone/Fax		\$5,937	\$3,671	\$7,800	\$7,800
E-12.3	Advertising		\$507	\$1,202	\$480	\$480
E-12.4	Fees & Dues		\$981	\$1,217	\$1,620	\$1,620
E-12.5						
E-13	TOTAL OPERATIONS		\$464,273	\$428,780	\$497,001	\$497,001

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INDIRECT COSTS BUDGET

			2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
E-14	Insurance					
E-14.1	Liability		\$6,271	\$4,972	\$6,300	
E-14.2	Buildings and vehicles					
E-14.3	Equipment					
E-14.4	Other (Specify)					
E-14.5						
E-14.6						
E-14.7						
E-15	Indirect payroll costs:					
E-15.1	FICA (Social Security) taxes		\$28,813	\$28,100	\$30,612	
E-15.2	Workers Compensation		\$9,465	\$7,448	\$8,316	
E-15.3	Unemployment Taxes		\$663	\$422	\$8,844	
E-15.4	Retirement		\$62,530	\$58,985	\$63,504	
E-15.5	Health Insurance		\$66,671	\$70,729	\$85,200	
E-15.6	Other (Specify)					
E-15.7	Training		\$463	\$0	\$0	
E-15.8						
E-15.9						
E-16	Depreciation Expenses					
E-17	TOTAL INDIRECT COSTS		\$174,875	\$170,657	\$202,776	\$202,776

DEBT SERVICE BUDGET

			2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
D-1	Debt Service					
D-1.1	Principal					
D-1.2	Interest					
D-1.3	Fees					
D-2	TOTAL DEBT SERVICE		\$0	\$0	\$0	\$0

Proposed Budget

Basin Authority Child Support Enforcement
 NAME OF DISTRICT/BOARD _____

FYE 6/30/19

GENERAL FUNDS

		End of Year 2016-2017 Actual	Beginning 2017-2018 Estimated	Beginning 2018-2019 Proposed	Pending Approval
C-1	Balances at Beginning of Fiscal Year				
C-1.1	General Fund Checking Account Balance	\$249,182	\$249,182	\$159,901	
C-1.2	Savings and Investments Account Balance		\$0		
C-1.3	General Fund CD Balance		\$0		
C-1.4	All Other Funds		\$0		
C-1.5	Reserves (From Below)	\$0	\$0	\$0	
C-1.6	Total Estimated Cash and Investments on Hand	\$249,182	\$249,182	\$159,901	
C-2	General Fund Reductions:				
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	\$249,182	\$249,182	\$159,901	

DEPRECIATION RESERVE (CAPITAL OUTLAY - REPLACEMENT)

		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
C-3					
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	SUB-TOTAL	\$0	\$0	\$0	
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	TOTAL CAPITAL OUTLAY (a+b+c)	\$0	\$0	\$0	
C-3.12	Balance to be retained in Depreciation Reserve Account	\$0	\$0	\$0	

OTHER RESTRICTED FUND BALANCES - RESERVE (LEGALLY ENFORCED)

		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
C-4					
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	SUB-TOTAL	\$0	\$0	\$0	
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	TOTAL OTHER RESERVE OUTLAY (a+b+c)	\$0	\$0	\$0	
C-4.12	Balance to be retained in Other Reserve Account	\$0	\$0	\$0	

ASSIGNED FUND BALANCE (EMERGENCY RESERVE - NOT COMMITTED)

		2016-2017 Actual	2017-2018 Estimated	2018-2019 Proposed	Pending Approval
C-5					
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	SUB-TOTAL	\$0	\$0	\$0	
C-5.6	Amount to be spent from Emergency Reserve (Cash)				
C-5.7	Date of Reserve Approval in Minutes: _____				
C-5.8	Balance to be retained in Assigned Fund Balance	\$0	\$0	\$0	
C-5.9	TOTAL TO BE SPENT	\$0	\$0	\$0	