

Proposed Budget

Central Wyoming Board of Cooperative Services			
Budget Hearing Information			
125 College Drive		Location:	Casper College Gateway Building #318
Casper, WY, 82601		Date:	7/18/2016
307-268-3309		Time:	4:00 PM
Natrona		Budget Prepared by:	Jeana Lam-Pickett, BOCES Manager

S-1	BUDGET MESSAGE	W.S. 16-4-104(d)
<p>The following budget has been prepared for the FY17 for the Central Wyoming Board of Cooperative Services (BOCES). This budget will guide the BOCES Board of Directors on expenditures for the programs funded by the board. The mission of the BOCES board is to fund educational services for Natrona County residents. The BOCES Board is anticipating a reduction in revenue for FY17 due to the economic down turn in the state. The board has planned for this reduction by lowering the dollar amount they fund some of their programs. The BOCES board funds three major programs. The ACE Tuition program provides Natrona County high school students the opportunity to attend college classes at Casper College. BOCES pay for the student's tuition and books. The board also gives Graduate Stipends to teachers at Casper College and NCSD #1 to help fund their Master's Degrees. BOCES also funds innovative educational programs for students in Natrona County.</p>		

PROPOSED BUDGET SUMMARY

OVERVIEW	2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Pending Approval
S-1 Total Budgeted Expenditures	\$3,185,929	\$2,193,901	\$1,419,587	\$1,419,587
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	\$2,593,040	\$2,558,614	\$1,646,319	\$1,646,319
S-5 <i>Amount requested from County Commissioners</i>	\$1,708,383	\$1,687,312	\$1,145,319	\$1,145,319
S-6 Additional Funding Needed :			\$0	\$0

REVENUE SUMMARY	2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Pending Approval
S-7 Operating Revenues	\$0	\$0	\$0	\$0
S-8 Tax levy (From the County Treasurer)	\$1,708,383	\$1,687,312	\$1,145,319	\$1,145,319
S-9 Government Support	\$0	\$0	\$0	\$0
S-10 Grants	\$0	\$0	\$0	\$0
S-11 Other County Support (Not from Co. Treas.)	\$0	\$0	\$0	\$0
S-12 Miscellaneous	\$250,301	\$256,955	\$1,000	\$1,000
S-13 Other Forecasted Revenue	\$0	\$0	\$0	\$0
S-14 Total Revenue	\$1,958,684	\$1,944,267	\$1,146,319	\$1,146,319

EXPENDITURE SUMMARY		2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Pending Approval
S-15	Capital Outlay	\$829	\$518	\$1,500	\$1,500
S-16	Interest and Fees On Debt	\$0	\$0	\$0	\$0
S-17	Administration	\$99,630	\$102,199	\$262,600	\$262,600
S-18	Operations	\$3,044,538	\$2,048,658	\$1,133,555	\$1,133,555
S-19	Indirect Costs	\$40,932	\$42,526	\$21,932	\$21,932
S-20	Total Expenditures	\$3,185,929	\$2,193,901	\$1,419,587	\$1,419,587

DEBT SUMMARY		2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Pending Approval
S-21	Principal Paid on Debt	\$0	\$0	\$0	\$0

CASH AND INVESTMENTS		2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Pending Approval
S-22	TOTAL GENERAL FUNDS	\$634,356	\$614,347	\$500,000	\$500,000

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)	\$250,000	\$250,000	\$250,000	\$250,000
	Total Reserves (a+b+c)	\$250,000	\$250,000	\$250,000	\$250,000
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	\$250,000	\$250,000	\$250,000	\$250,000
S-32	Less Total to be spent	\$0	\$0	\$0	\$0
S-33	TOTAL RESERVES AT END OF FISCAL YEAR	\$250,000	\$250,000	\$250,000	\$250,000

End of Summary

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

Date adopted by Special District _____

DISTRICT ADDRESS: 125 College Drive
Casper, WY, 82601

PREPARED BY: Jeana Lam-Pickett, BOCES Manager

DISTRICT PHONE: 307-268-3309

Prepared in compliance with the Uniform Municipal Fiscal Procedures Act (W.S. 16-4-101 through 124) as it applies.

Form approved by Wyoming Department of Audit, Public Funds Division



Proposed Budget

Central Wyoming Board of Cooperative Services

FYE 6/30/2017

NAME OF DISTRICT/BOARD

PROPERTY TAXES AND ASSESSMENTS

		2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Pending Approval
R-1	Property Taxes and Assessments Received				
R-1.1	Tax Levy (From the County Treasurer)	\$1,708,383	\$1,687,312	\$1,145,319	\$1,145,319
R-1.2	Other County Support	\$0	\$0	\$0	

FORECASTED REVENUE

		2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Pending Approval
R-2	Revenues from Other Governments				
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	Total Government Support	\$0	\$0	\$0	\$0
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	\$301	\$6,955	\$1,000	\$1,000
R-5.2	Other: Specify				
R-5.3	Other: See Additional	\$250,000	\$250,000		
R-5.4	Total Miscellaneous	\$250,301	\$256,955	\$1,000	\$1,000
R-5.5	Total Forecasted Revenue	\$250,301	\$256,955	\$1,000	\$1,000
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)	\$0	\$0	\$0	\$0

Proposed Budget

Central Wyoming Board of Cooperative Services

FYE 6/30/2017

NAME OF DISTRICT/BOARD

CAPITAL OUTLAY BUDGET

		2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Pending Approval
E-1	Capital Outlay				
E-1.1	Real Property	\$0	\$0	\$0	
E-1.2	Vehicles				
E-1.3	Office Equipment	\$829	\$518	\$1,500	\$1,500
E-1.4	Other (Specify)				
E-1.5	_____				
E-1.6	_____				
E-1.7					
E-1.8	TOTAL CAPITAL OUTLAY	\$829	\$518	\$1,500	\$1,500

ADMINISTRATION BUDGET

		2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Pending Approval
E-2	Personnel Services				
E-2.1	Administrator	\$42,076	\$43,794	\$45,500	\$45,500
E-2.2	Secretary				
E-2.3	Clerical	\$296	\$3,151	\$3,600	\$3,600
E-2.4	Other (Specify)				
E-2.5	_____				
E-2.6	_____				
E-2.7	see additional details	\$42,076	\$43,800		
E-3	Board Expenses				
E-3.1	Travel				
E-3.2	Mileage				
E-3.3	Other (Specify)				
E-3.4	_____				
E-3.5	_____				
E-3.6	_____				
E-4	Contractual Services				
E-4.1	Legal	\$316	\$0	\$500	\$500
E-4.2	Accounting/Auditing	\$13,113	\$10,550	\$12,000	\$12,000
E-4.3	Other (Specify)				
E-4.4	_____				
E-4.5	_____				
E-4.6	_____				
E-5	Other Administrative Expenses				
E-5.1	Office Supplies	\$1,753	\$904	\$1,000	\$1,000
E-5.2	Office equipment, rent & repair				
E-5.3	Education				
E-5.4	Registrations				
E-5.5	Other (Specify)				
E-5.6	New Programs			\$200,000	\$200,000
E-5.7	_____				
E-5.8	_____				
E-6	TOTAL ADMINISTRATION	\$99,630	\$102,199	\$262,600	\$262,600

Proposed Budget

Central Wyoming Board of Cooperative Services

FYE 6/30/2017

OPERATIONS BUDGET

			2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Pending Approval
E-7	Personnel Services					
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	Travel					
E-8.1	Mileage		\$0	\$300	\$500	\$500
E-8.2	Other (Specify)					
E-8.3	_____					
E-8.4	_____					
E-8.5	_____					
E-9	Operating supplies (List)					
E-9.1	_____					
E-9.2	_____					
E-9.3	_____					
E-9.4	_____					
E-9.5	_____					
E-10	Program Services (List)					
E-10.1	ACE Tuition		\$804,304	\$581,891	\$650,000	\$650,000
E-10.2	Graduate Stipends		\$111,236	\$44,632	\$90,000	\$90,000
E-10.3	Education Programs		\$184,518	\$212,158	\$393,055	\$393,055
E-10.4	_____					
E-10.5	see additional details		\$1,942,210	\$1,206,372		
E-11	Contractual Arrangements (List)					
E-11.1	_____					
E-11.2	_____					
E-11.3	_____					
E-11.4	_____					
E-11.5	see additional details		\$2,270	\$3,305		
E-12	Other operations (Specify)					
E-12.1	_____					
E-12.2	_____					
E-12.3	_____					
E-12.4	_____					
E-12.5	_____					
E-13	TOTAL OPERATIONS		\$3,044,538	\$2,048,658	\$1,133,555	\$1,133,555

Proposed Budget

Central Wyoming Board of Cooperative Services

FYE 6/30/2017

INDIRECT COSTS BUDGET

			2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Pending Approval
E-14	Insurance					
E-14.1	Liability		\$500	\$500	\$500	\$500
E-14.2	Buildings and vehicles					
E-14.3	Equipment					
E-14.4	Other (Specify)					
E-14.5	_____					
E-14.6	_____					
E-14.7	see additional details		\$500	\$500		
E-15	Indirect payroll costs:					
E-15.1	FICA (Social Security) taxes		\$3,000	\$3,231	\$3,500	\$3,500
E-15.2	Workers Compensation					
E-15.3	Unemployment Taxes					
E-15.4	Retirement		\$6,000	\$6,600	\$7,000	\$7,000
E-15.5	Health Insurance		\$10,932	\$10,932	\$10,932	\$10,932
E-15.6	Other (Specify)					
E-15.7	_____					
E-15.8	_____					
E-15.9	see additional details		\$20,000	\$20,763		
E-16	Depreciation Expenses					
E-17	TOTAL INDIRECT COSTS		\$40,932	\$42,526	\$21,932	\$21,932

DEBT SERVICE BUDGET

			2014-2015 Actual	2015-2016 Estimated	2016-2017 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

NAME OF DISTRICT/BOARD

GENERAL FUNDS

		2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Pending Approval
C-1	Balances at Beginning of Fiscal Year				
C-1.1	General Fund Checking Account Balance	\$634,356	\$614,347	\$500,000	\$500,000
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)	\$250,000	\$250,000	\$250,000	\$250,000
C-1.6	Total Estimated Cash and Investments on Hand	\$884,356	\$864,347	\$750,000	\$750,000

C-2	General Fund Reductions:				
C-2.1	a. Unpaid bills at FYE	\$0	\$0	\$0	
C-2.2	b. Reserves	\$250,000	\$250,000	\$250,000	\$250,000
C-2.3	Total Deductions (a+b)	\$250,000	\$250,000	\$250,000	\$250,000
C-2.4	Estimated Non-Restricted Funds Available	\$634,356	\$614,347	\$500,000	\$500,000

DEPRECIATION RESERVE (CAPITAL OUTLAY - REPLACEMENT)

		2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Pending Approval
C-3	Beginning Balance in Reserve Account (end of previous year)	\$0	\$0	\$0	
C-3.2	<i>Date of Reserve Approval in Minutes:</i> _____				
C-3.3	Amount to be added to the reserve		\$0	\$0	
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 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	TOTAL CAPITAL OUTLAY (a+b+c)	\$0	\$0	\$0	\$0
C-3.12	Balance to be retained in Depreciation Reserve Account	\$0	\$0	\$0	\$0

OTHER RESTRICTED FUND BALANCES - RESERVE (LEGALLY ENFORCED)

		2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Pending Approval
C-4	Beginning Balance in Reserve Account (end of previous year)				
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 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	TOTAL OTHER RESERVE OUTLAY (a+b+c)	\$0	\$0	\$0	\$0
C-4.12	Balance to be retained in Other Reserve Account	\$0	\$0	\$0	\$0

ASSIGNED FUND BALANCE (EMERGENCY RESERVE - NOT COMMITTED)

		2014-2015 Actual	2015-2016 Estimated	2016-2017 Proposed	Pending Approval
C-5	Beginning Balance in Reserve Account (end of previous year)	\$250,000	\$250,000	\$250,000	\$250,000
C-5.2	<i>Date of Reserve Approval in Minutes:</i> _____				
C-5.3	Amount to be added to the reserve	\$0	\$0	\$0	
C-5.4	<i>Date of Reserve Approval in Minutes:</i> _____				
C-5.5	SUB-TOTAL	\$250,000	\$250,000	\$250,000	\$250,000
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	\$250,000	\$250,000	\$250,000	\$250,000
C-5.9	TOTAL TO BE SPENT	\$0	\$0	\$0	\$0