

Final Budget

Basin Authority Child Support Enforcement	
Budget Hearing Information	
1002 Sheridan Avenue	Location: Park County Courthouse/Basin Auth Office
Cody, WY 82414	Date: 5/9/2023
307-527-8840	Time: 2:05pm
Park County	Budget Prepared by: Wendy Jacobs of Whittle, Hamilton & Assoc.

S-A	BUDGET MESSAGE	W.S. 16-12-403 (c)
<p>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 final budget.</p>		

S-B	RESERVE DESCRIPTION
None	

S-C		Does the district have regular office hours exceeding 20 hours per week?
Names of Board Members	Date of End of Term	Yes
Serena Lipp	12/31/24	<p>If Yes, enter</p> <p>Address of office: 1002 Sheridan Ave</p> <p>City, State, Zip: Cody, WY 82414</p> <p>Phone Number: 307-527-8840</p> <p>Hours Open: 8am - 5pm</p>
Marcia Bean	12/31/24	
Bruce Jolley	12/31/24	
Terri Cornella	12/31/24	
Jill Logan	12/31/24	
Phillip Scheel	12/31/24	
Deb Carroll	12/31/24	
Bryan Skoric	12/31/24	
Scott Steward	12/31/24	
Christy Schneider	12/31/24	
Tony Barton	12/31/24	
Morgan Martinez	12/31/24	

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 Deb Carroll Clerk of District Court

How and where are the notices of meeting posted for the public?

Notices of meetings are posted on the public bulletin board of the court house.

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.

FINAL BUDGET SUMMARY

OVERVIEW		2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Final Approval
S-1	Total Budgeted Expenditures	\$660,774	\$664,922	\$667,943	\$667,943
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	\$949,526	\$949,526	\$903,705	\$948,438
S-5	Amount requested from County Commissioners	\$0	\$0	\$0	\$0
S-6	Additional Funding Needed :			\$0	\$0
	Projected Surplus:			\$235,762	\$280,495
REVENUE SUMMARY		2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Final 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	\$667,000	\$667,000	\$667,943	\$667,943
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	\$667,000	\$667,000	\$667,943	\$667,943
FY 7/1/23-6/30/24		Basin Authority Child Support Enforcement			
EXPENDITURE SUMMARY		2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Final Approval
S-15	Capital Outlay	\$0	\$0	\$3,000	\$3,000
S-16	Interest and Fees On Debt	\$0	\$0	\$0	\$0
S-17	Administration	\$11,097	\$13,311	\$15,143	\$15,143
S-18	Operations	\$497,706	\$517,503	\$511,500	\$511,500
S-19	Indirect Costs	\$151,970	\$134,109	\$138,300	\$138,300
S-20R	Expenditures paid by Reserves	\$0	\$0	\$0	\$0
S-20	Total Expenditures	\$660,774	\$664,922	\$667,943	\$667,943
DEBT SUMMARY		2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Final Approval
S-21	Principal Paid on Debt	\$0	\$0	\$0	\$0
CASH AND INVESTMENTS		2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Final Approval
S-22	TOTAL GENERAL FUNDS	\$282,526	\$282,526	\$235,762	\$280,495
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: 1002 Sheridan Avenue
Cody, WY 82414

PREPARED BY: Wendy Jacobs of Whittle, Hamilton

DISTRICT PHONE: 307-527-8840

Final Budget

Basin Authority Child Support Enforcement

FYE 6/30/2024

NAME OF DISTRICT/BOARD

PROPERTY TAXES AND ASSESSMENTS

	DOA Chart of Accounts	2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Final 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	2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Final Approval
R-2 Revenues from Other Governments					
R-2.1 State Aid	4211	\$667,000	\$667,000	\$667,943	\$667,943
R-2.2 Additional County Aid (non-treasurer)	4237				
R-2.3 City (or Town) Aid	4237				
R-2.4 Other (Specify)	4237				
R-2.5 Total Government Support		\$667,000	\$667,000	\$667,943	\$667,943
R-3 Operating Revenues					
R-3.1 Customer Charges	4300				
R-3.2 Sales of Goods or Services	4300				
R-3.3 Other Assessments	4503				
R-3.4 Total Operating Revenues		\$0	\$0	\$0	\$0
R-4 Grants					
R-4.1 Direct Federal Grants	4201				
R-4.2 Federal Grants thru State Agencies	4201				
R-4.3 Grants from State Agencies	4211				
R-4.4 Total Grants		\$0	\$0	\$0	\$0
R-5 Miscellaneous Revenue					
R-5.1 Interest	4501				
R-5.2 Other: Specify _____	4500				
R-5.3 Other: Additional _____					
R-5.4 Total Miscellaneous		\$0	\$0	\$0	\$0
R-5.5 Total Forecasted Revenue		\$667,000	\$667,000	\$667,943	\$667,943
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

Final Budget

Basin Authority Child Support Enforcement
NAME OF DISTRICT/BOARD

FYE 6/30/2024

CAPITAL OUTLAY BUDGET

E-1 Capital Outlay

- 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 **TOTAL CAPITAL OUTLAY**

DOA Chart of Accounts	2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Final Approval
6201				
6210				
6211			\$3,000	\$3,000
6200				
6200				
	\$0	\$0	\$3,000	\$3,000

ADMINISTRATION BUDGET

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
- 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
- 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

DOA Chart of Accounts	2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Final Approval
7002				
7003				
7004				
7005				
7005				
7011				
7012	\$835	\$1,133	\$2,000	\$2,000
7013				
7013				
7021				
7022	\$10,262	\$12,178	\$12,100	\$12,100
7023				
7023				
7031				
7032				
7033			\$1,043	\$1,043
7034				
7035				
7035				
	\$11,097	\$13,311	\$15,143	\$15,143

Final Budget

Basin Authority Child Support Enforcement

FYE 6/30/2024

OPERATIONS BUDGET

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

E-8.2 Other (Specify)

E-8.3

E-8.4

E-8.5

E-9 Operating supplies (List)

E-9.1 Supplies

E-9.2 Postage

E-9.3 Office Equipment

E-9.4

E-9.5

E-10 Program Services (List)

E-10.1 Rent/Utilities

E-10.2

E-10.3

E-10.4

E-10.5

E-11 Contractual Arrangements (List)

E-11.1 Advertising

E-11.2 Fees & Dues

E-11.3 Telephone & Fax

E-11.4 Repairs/Maintenance

E-11.5

E-12 Other operations (Specify)

E-12.1

E-12.2

E-12.3

E-12.4

E-12.5

E-13 TOTAL OPERATIONS

DOA Chart of Accounts	2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Final Approval
7202	\$409,987	\$438,464	\$426,000	\$426,000
7203				
7204				
7204				
7211	\$7,283	\$12,377	\$10,400	\$10,400
7212				
7212				
7220	\$8,676	\$5,735	\$6,000	\$6,000
7220	\$150	\$2,073	\$4,600	\$4,600
7220	\$10,192	\$157	\$2,000	\$2,000
7220				
7230	\$56,531	\$52,782	\$54,800	\$54,800
7230				
7230				
7230				
7400	\$50	\$0	\$0	
7400	\$863	\$1,637	\$2,400	\$2,400
7400	\$3,974	\$4,083	\$4,800	\$4,800
7400	\$0	\$195	\$500	\$500
7450	\$0	\$0		
7450				
7450				
7450				
	\$497,706	\$517,503	\$511,500	\$511,500

Final Budget

Basin Authority Child Support Enforcement

FYE 6/30/2024

INDIRECT COSTS BUDGET

		DOA Chart of Accounts	2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Final Approval
E-14	Insurance					
E-14.1	Liability	7502	\$4,608	\$5,315	\$7,100	\$7,100
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	\$30,948	\$33,540	\$32,400	\$32,400
E-15.2	Workers Compensation	7512	\$9,467	\$10,391	\$10,000	\$10,000
E-15.3	Unemployment Taxes	7513	\$689	\$10	\$1,200	\$1,200
E-15.4	Retirement	7514	\$71,699	\$78,061	\$80,400	\$80,400
E-15.5	Health Insurance	7515	\$34,559	\$6,792	\$7,200	\$7,200
E-15.6	Other (Specify)					
E-15.7		7516				
E-15.8		7516				
E-15.9						
E-17	TOTAL INDIRECT COSTS		\$151,970	\$134,109	\$138,300	\$138,300

DEBT SERVICE BUDGET

		DOA Chart of Accounts	2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Final 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

Final Budget

Basin Authority Child Support Enforcement

FYE 6/30/2024

NAME OF DISTRICT/BOARD

GENERAL FUNDS

		End of Year	Beginning	Beginning	
		2021-2022	2022-2023	2023-2024	Final Approval
		Actual	Estimated	Proposed	
DOA Chart of Accounts					
C-1	Balances at Beginning of Fiscal Year				
C-1.1	General Fund Checking	1010	\$282,526	\$282,526	\$235,762
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		\$282,526	\$282,526	\$235,762
					\$280,495
C-2	General Fund Reductions:				
C-2.1	a. Unpaid bills at FYE	2010			
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		\$282,526	\$282,526	\$235,762
					\$280,495

DOA Chart of Accounts

SINKING & DEBT SERVICE FUNDS

1070

		2021-2022	2022-2023	2023-2024	Final Approval
		Actual	Estimated	Proposed	
C-3	Beginning Balance in Reserve Account (end of previous year)	\$0	\$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	\$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	Date of Reserve Approval in Minutes:				
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

		2021-2022	2022-2023	2023-2024	Final Approval
		Actual	Estimated	Proposed	
C-4	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	\$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	Date of Reserve Approval in Minutes:				
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

		2021-2022	2022-2023	2023-2024	Final Approval
		Actual	Estimated	Proposed	
C-5	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	\$0
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
C-5.9	TOTAL TO BE SPENT	\$0	\$0	\$0	\$0