

**Fiscal Year 2014-15 Tax Levy Budget Summary Sheet**



District/Entity Name Deaver-Frannie Cemetery

Prepared by Coleen Wagner, bookkeeper (Name and Title)

E-Mail Address cwagner@seincwy.com Phone 307-664-2551

Please complete all areas that apply to your District:

Total Normal Tax Requirement	\$	<u>14,235.00 (1 Mill)</u>
Tax Approved by Your Board	\$	_____
Tax Approved by Your Voters	\$	_____
Education Taxes:		
Mill Levy Supplement	\$	_____
Carry-Over Bond	\$	_____
Carry-Over Interest	\$	_____
Recreation District	\$	_____
BOCES	\$	_____
_____	\$	_____
_____	\$	_____
Other Taxes:		
Special Building Funds	\$	_____
Bonds Redemption	\$	_____
Interest on Bonds	\$	_____
_____	\$	_____
_____	\$	_____
<b>Total Tax Dollars Required:</b>	\$	<u>14,235.00 (1 Mill)</u>

*Full 1 mill  
Per The wagner  
7-24-14*

*Coleen Wagner*  
Signature

7-10-14  
Date

**Return this Summary Sheet No Later Than July 31, 2014 to:**  
 Jerri B. Torczon, Park County Clerk  
 1002 Sheridan Avenue  
 Cody, WY 82414

**A copy of your Fiscal Year 2014-15 Budget Must Accompany this Summary Sheet**

## NOTICE OF HEARING

Deaver-Frannie Cemetery **DISTRICT**

Notice is hereby given that a public hearing on the proposed budget for Deaver-Frannie Cemetery District for the fiscal year ending June 30, 2015, which is now being considered by the Board of Deaver-Frannie Cemetery District, will be held at Deaver, Wyoming, on the 10 day of July, 2014, at 7:00 PM o'clock, at which time any and all persons interested may appear and be heard respecting such budget. A summary of such proposed budget follows:

### SUMMARY OF BUDGET

	Estimated Total Cash & Revenues	Estimated Total Budget	Estimate of Tax Requirements	
			Amount	Mill Levy
<b>General Fund</b>	\$147,815.00	\$162,050.00		1

Details of Deaver-Frannie Cemetery District general fund requirements

	<u>Tentative</u>
Administration	\$ <u>8,550.00</u>
Operations	\$ <u>79,600.00</u>
Indirect Costs	\$ <u>8,900.00</u>
Capital Outlay	\$ <u>47,000.00</u>
Debt Service	\$ <u>10,000.00</u>
Provisions for Tax Shrinkage	\$ <u>8,000.00</u>
<b>TOTAL CASH REQUIREMENTS</b>	<b>\$ <u>162,050.00</u></b>

## INSTRUCTIONS FOR COMPLETING BUDGET REQUEST FORM

In accordance with the requirements of WS 16-4-104 The Department of Audit has modified the Standard Budget Form.

1. Please follow the steps below:
  - a. Download as this Excel file and save to your computer.
  - b. **Begin by reading this instruction sheet and continue by inputting data on the following 9 worksheets (Tabs are along the bottom of the page).** This will automatically fill results to the "Budget Summary" sheet.
  - c. Enter all required information at the bottom of this sheet (Name, FYE, Date of Hearing, Location of Hearing).

**\*\*\* DO NOT enter data into cells shaded in gray \*\*\***
2. Choose, in the drop-down box in the upper right corner of this page, which budget ("proposed" or "final") you intend to submit at this time. **\*\*\*Note:** If you are preparing a proposed budget the "Final Budget" column will be blacked out. **\*\*\***
3. In places you are asked to identify a specific item, please describe it in detail for proposed budget. For EACH budget form prepared (Proposed or Final) you will click the submit button on the "Budget Summary" page. This will save a copy of the budget in your DOCUMENTS folder in .pdf format. The saved copy of the budget will then be submitted via email to your County Commissioners AND to the Wyoming Department of Audit at [doa-pfd-web@wyo.gov](mailto:doa-pfd-web@wyo.gov).
5. If you have ANY questions, or concerns, please contact the Public Funds Division at 307-777-7798.

**Helpful Tip:** Certain headings have comments attached to them, which contain more detailed information regarding the section of the budget form you are about to complete. If you do not see these comments (they appear in yellow boxes to the right of the budget form) simply place the cursor over the cell and they will appear.

**NOTE:** The column headed "Final Approval" will not be completed until the Public Budget hearing is held. The public hearing is to be held not later than 5 days after the 3rd Thursday in July in accordance with W.S. 16-4-109(b). Or, the governing board of any special purpose district may choose to hold the budget hearing in conjunction with the county budget hearings and so advertise.

### BEGIN HERE

<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 15%;"><b>NAME OF DISTRICT/BOARD:</b></td> <td style="border: 1px solid black; padding: 2px;">Deaver-Frannie Cemetery District</td> </tr> <tr> <td style="border-top: 1px solid black;"><b>DISTRICT ADDRESS:</b></td> <td style="border: 1px solid black; padding: 2px;">P.O. Box 4 Deaver, WY 82421</td> </tr> <tr> <td style="border-top: 1px solid black;"><b>DISTRICT PHONE:</b></td> <td style="border: 1px solid black; padding: 2px;">307-664-2365</td> </tr> <tr> <td style="border-top: 1px solid black;"><b>FYE:</b></td> <td style="border: 1px solid black; padding: 2px;">6/30/2015</td> </tr> </table>	<b>NAME OF DISTRICT/BOARD:</b>	Deaver-Frannie Cemetery District	<b>DISTRICT ADDRESS:</b>	P.O. Box 4 Deaver, WY 82421	<b>DISTRICT PHONE:</b>	307-664-2365	<b>FYE:</b>	6/30/2015	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 15%;"><b>YOUR NAME:</b></td> <td style="border: 1px solid black; padding: 2px;">Coleen Wagner</td> </tr> <tr> <td style="border-top: 1px solid black;"><b>HEARING DATE:</b></td> <td style="border: 1px solid black; padding: 2px;">10-Jul-14</td> </tr> <tr> <td style="border-top: 1px solid black;"><b>LOCATION OF HEARING:</b></td> <td style="border: 1px solid black; padding: 2px;">Deaver Cemetery</td> </tr> <tr> <td style="border-top: 1px solid black;"><b>TIME OF HEARING:</b></td> <td style="border: 1px solid black; padding: 2px;">7:00 PM</td> </tr> </table>	<b>YOUR NAME:</b>	Coleen Wagner	<b>HEARING DATE:</b>	10-Jul-14	<b>LOCATION OF HEARING:</b>	Deaver Cemetery	<b>TIME OF HEARING:</b>	7:00 PM
<b>NAME OF DISTRICT/BOARD:</b>	Deaver-Frannie Cemetery District																
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<b>YOUR NAME:</b>	Coleen Wagner																
<b>HEARING DATE:</b>	10-Jul-14																
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<b>TIME OF HEARING:</b>	7:00 PM																

# Final Budget

Deaver-Frannie Cemetery District  
**NAME OF DISTRICT/BOARD** \_\_\_\_\_

FYE 6/30/2015

**SCHEDULE A**  
**RESERVE FUNDS WORKSHEET**

**DATA INPUT**

**A-1 DEPRECIATION (REPLACEMENT) RESERVE**

- A-1.1 Balance in Reserve Account, beginning of budget year
- A-1.2 Amount to be added to the reserve
- A-1.3 SUB-TOTAL
- A-1.4 Identify the amount to be spent from "Reserve for Capital Outlay"
  - a. \_\_\_\_\_
  - b. \_\_\_\_\_
  - c. \_\_\_\_\_
- A-1.5 TOTAL CAPITAL OUTLAY (a+b+c)
- A-1.6 (Line 3 - Line 5)

Prior Year Actual	Current Year Estimated	Proposed Budget	Final Approval
\$123,940	\$123,940	\$123,940	\$123,940
\$0	\$5,000	\$5,000	\$5,000
<b>\$123,940</b>	<b>\$128,940</b>	<b>\$128,940</b>	<b>\$128,940</b>
\$0	\$0	\$0	\$0
<b>\$123,940</b>	<b>\$128,940</b>	<b>\$128,940</b>	<b>\$128,940</b>

**A-2 OTHER RESERVE**

- A-2.1 Balance in Reserve Account, beginning of budget year
- A-2.2 Amount to be added to the reserve
- A-2.3 SUB-TOTAL
- A-2.4 Identify the amount and project to be spent from "Other Reserves"
  - a. \_\_\_\_\_
  - b. \_\_\_\_\_
  - c. \_\_\_\_\_
- A-2.5 TOTAL OTHER RESERVE OUTLAY (a+b+c)
- A-2.6 - Line 11)

Prior Year Actual	Current Year Estimated	Proposed Budget	Final Approval
\$0	\$0	\$0	\$0
\$0	\$0	\$0	\$0
<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**A-3 EMERGENCY RESERVE (cash)**

- A-3.1 Balance in Reserve Account, beginning of budget year
- A-3.2 Amount to be added to the reserve
- A-3.3 SUB-TOTAL
- A-3.4 Amount to be spent from Emergency Reserve (Cash)
- A-3.5 15 - Line 16)
- A-4 TOTAL TO BE SPENT**

Prior Year Actual	Current Year Estimated	Proposed Budget	Final Approval
\$152,300	\$152,300	\$152,300	\$152,300
\$0	\$5,000	\$5,000	\$5,000
<b>\$152,300</b>	<b>\$157,300</b>	<b>\$157,300</b>	<b>\$157,300</b>
		\$0	
<b>\$152,300</b>	<b>\$157,300</b>	<b>\$157,300</b>	<b>\$157,300</b>
<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

*Form approved by Department of Audit, Public Funds Division*

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[Summary](#)

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**NAME OF DISTRICT/BOARD**

**SCHEDULE F**  
**DEBT SERVICE BUDGET**

**DATA INPUT**

		ACTIVITY
F-1	<b>Debt Service</b>	
F-1.1	Principal	
F-1.2	Interest	
F-1.3	Fees	
F-2	<b>TOTAL DEBT SERVICE</b>	

Prior Year Actual	Current Year Estimated	Proposed Budget	Final Approval
\$0	\$0	\$0	\$0

*Form approved by Department of Audit, Public Funds Division*

NAME OF DISTRICT/BOARD

**SCHEDULE G**  
**CASH AND FORECASTED REVENUE**

**DATA INPUT**

**FORECASTED REVENUE**

- G-1 Government Support**
  - G-1.1 State Aid
  - G-1.2 County Aid
  - G-1.3 City (or Town) Aid
  - G-1.4 Other (Specify)
  - G-1.5 Total Government Support
- G-2 Operating Revenues**
  - G-2.1 Customer Charges
  - G-2.2 Sales of Goods or Services
  - G-2.3 Other Assessments
  - G-2.4 Total Operating Revenues
- G-3 Grants**
  - G-3.1 Direct Federal Grants
  - G-3.2 Federal Grants thru State Agencies
  - G-3.3 Grants from State Agencies
  - G-3.4 Total Grants
- G-4 Miscellaneous:**
  - G-4.1 Interest
  - G-4.2 Other: Specify
  - G-4.3 Total Miscellaneous
- G-5 Total Forecasted Revenue**

Prior Year Actual	Current Year Estimated	Proposed Budget	Final Approval
\$34,469			
\$595			
\$35,064	\$0	\$0	\$0
\$0	\$0	\$0	\$0
\$0	\$0	\$0	\$0
\$551			
\$551	\$0	\$0	\$0
\$35,614	\$0	\$0	\$0

- G-6 Total Estimated Cash and Investments on Hand**
- G-7 Deductions:**
  - G-7.1 a. Unpaid bills at FYE
  - G-7.2 b. Reserves
  - G-7.3 **Total Deductions (a+b)**
- G-8 Estimated cash available**
- G-9 Other Forecasted revenues:**
  - G-9.1 a. Other past due-as estimated by Co. Treas.
  - G-9.2 b. Other forecasted revenue (specify):
  - G-9.3 \_\_\_\_\_
  - G-9.4 \_\_\_\_\_
  - G-9.5 **Total Other Forecasted Revenue (a+b)**
- G-10 Total Cash Available and Forecasted Revenue**

Prior Year Actual	Current Year Estimated	Proposed Budget	Final Approval
\$424,055	\$424,055	\$424,055	\$424,055
\$276,240	\$276,240	\$276,240	\$276,240
\$276,240	\$276,240	\$276,240	\$276,240
\$147,815	\$147,815	\$147,815	\$147,815
\$0	\$0	\$0	\$0
\$183,430	\$147,815	\$147,815	\$147,815

# Final Budget

Deaver-Frannie Cemetery District

FYE 6/30/2015

**NAME OF DISTRICT/BOARD**

**SCHEDULE H**

**DATA INPUT**

**Analysis of Additional Financial Support Required:**

- H-1 Tax levy (for entities able to make levies)
- H-2 Other County Support
- H-3 Provision for tax shrinkage (Provided by County Treasurer)

Prior Year Actual	Current Year Estimated	Proposed Budget	Final Approval
	\$8,000	\$8,000	\$8,000

*Form approved by Department of Audit, Public Funds Division*

Deaver-Frannie Cemetery District  
**NAME OF DISTRICT/BOARD**

FYE 6/30/2015

**I-1 BUDGET MESSAGE**

*Form approved by Department of Audit, Public Funds Division.*

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

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

Deaver-Frannie Cemetery District  
**NAME OF DISTRICT/BOARD**

FYE 06/30/15

**CASH AND FORECASTED REVENUE**

**FORECASTED REVENUE**

- J-1 Government Support
- J-2 Operating Revenues
- J-3 Grants
- J-4 Miscellaneous:
- J-5 Estimated Cash Available
- J-6 Other Forecasted Revenue
- J-7 Total Cash Available and Forecasted Revenue

Prior Year Actual	Current Year Estimated	Proposed Budget	Final Approval
\$35,064	\$0	\$0	\$0
\$0	\$0	\$0	\$0
\$0	\$0	\$0	\$0
\$551	\$0	\$0	\$0
\$147,815	\$147,815	\$147,815	\$147,815
\$0	\$0	\$0	\$0
\$183,430	\$147,815	\$147,815	\$147,815

Deaver-Frannie Cemetery District  
**NAME OF DISTRICT/BOARD**

FYE 06/30/15

**ESTIMATED EXPENDITURES**

- J-8 Administration
- J-9 Operations
- J-10 Indirect Costs

Prior Year Actual	Current Year Estimated	Proposed Budget	Final Approval
\$2,635	\$8,550	\$8,550	\$8,550
\$22,203	\$79,600	\$79,600	\$79,600
\$4,556	\$8,900	\$8,900	\$8,900

J-11	Capital Outlay	\$0	\$47,000	\$47,000	\$47,000
J-12	Debt Service	\$0	\$0	\$0	\$0
J-13	Provision for Tax Shrinkage	\$0	\$8,000	\$8,000	\$8,000
J-14	Total Expenditures	\$29,394	\$152,050	\$152,050	\$152,050

**SUMMARY OF RESERVE FUNDS**

**J-15 Beginning Balance in Reserve Accounts**  
 J-15.1 a. Depreciation Reserve  
 J-15.2 b. Other Reserve  
 J-15.3 c. Emergency Reserve (Cash)  
 J-15.4 **Total Reserves (a+b+c)**

**J-16 Amount to be added**  
 J-16.1 a. Depreciation Reserve  
 J-16.2 b. Other Reserve  
 J-16.3 c. Emergency Reserve (Cash)  
 J-16.4 **Total to be added (a+b+c)**

**J-17 Subtotal**  
**J-18 Less Total to be spent**  
**J-19 Total Reserves**

Prior Year Actual	Current Year Estimated	Proposed Budget	Final Approval
\$123,940	\$123,940	\$123,940	\$123,940
\$0	\$0	\$0	\$0
\$152,300	\$152,300	\$152,300	\$152,300
\$276,240	\$276,240	\$276,240	\$276,240
\$0	\$5,000	\$5,000	\$5,000
\$0	\$0	\$0	\$0
\$0	\$5,000	\$5,000	\$5,000
\$0	\$10,000	\$10,000	\$10,000
\$276,240	\$286,240	\$286,240	\$286,240
\$0	\$0	\$0	\$0
\$276,240	\$286,240	\$286,240	\$286,240

PREPARED BY: Coleen Wagner

DISTRICT ADDRESS: P.O. Box 4  
Deaver, WY 82421

DISTRICT PHONE: 307-664-2365

*Prepared in compliance with the Uniform Municipal Fiscal Procedures Act (W.S. 16-4-101 through 124) as it applies  
 Form approved by Department of Audit, Public Funds Division*