

Colleen Renner
 Park County Clerk
 1002 Sheridan Ave
 Cody, WY 82414



307-527-8600
 307-754-8600
 800-786-2844

Email: crenner@parkcounty.us

Fax: 307-527-8626

FY2016 Tax Levy Budget Summary Sheet

District/Entity Name Big Horn County Fire Protection District #5

Prepared by Colleen Wagner, Secretary (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	\$	97,286.02 (3 Mills)
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	\$	_____
_____	\$	_____
_____	\$	_____
Total Tax Dollars Required:	\$	97,286.02 (3 Mills)

Colleen Renner 7/9/2015
 Signature Date

Return this Summary Sheet No Later Than July 24

Colleen Renner
 Park County Clerk
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 Cody, WY 82414
crenner@parkcounty.us

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Colleen Renner
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Current Board Members and Terms

District Name Big horn County Fire Protection District #5 Date 7/9/15

Provided by Coleen Wagner, Secretary (Name and Title)

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

Office/Position Held	Term: From	Term: Through	Person in Office	Elected or Appointed?
Danial Zwemer	2014	2018	Chairman	Elected
Coleen Wagner	2012	2016	Secretary	Elected
Cherie Wambeke	2012	2016	Treasurer	Elected

Return this list of current board members and terms with your final approved District Budget and District Budget Summary Form **no later than July 24, 2015.**

The purpose of this form is to help the elections office stay on top of current elected and appointed officials in the special districts and so we are current for the next upcoming election.

Return this Summary Sheet No Later Than July 24, 2015 to:

Colleen Renner
 Park County Clerk
 1002 Sheridan Avenue
 Cody, WY 82414
crenner@parkcounty.us

NOTICE OF HEARING

Big Horn County Fire Protection **DISTRICT #5**

Notice is hereby given that a public hearing on the proposed budget for Big Horn County Fire Protection District #5 District for the fiscal year ending June 30, 2016, which is now being considered by the Board of Big Horn County Fire Protection District #5 District, will be held at Deaver, Wyoming, on the 9th day of July, 2015, at 6 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
General Fund	\$101,213.98	\$198,500.00		3

Details of Big Horn County Fire Protection #5 District general fund requirements

	<u>Tentative</u>
Administration	\$ <u>5,500.00</u>
Operations	\$ <u>70,000.00</u>
Indirect Costs	\$ <u>10,500.00</u>
Capital Outlay	\$ <u>90,000.00</u>
Debt Service	\$ <u>20,000.00</u>
Provisions for Tax Shrinkage	\$ <u>2,500.00</u>
TOTAL CASH REQUIREMENTS	\$ <u>198,500.00</u>

Final Budget

Save a copy of this pdf budget in your DOCUMENTS folder
The saved copy of the budget will then need to be submitted via email to
- Your County Commissioners
- The Wyoming Department of Audit at doa-pfd-web@wyo.gov

NAME OF DISTRICT/BOARD:	Big Horn County Fire Protection District #5	YOUR NAME:	Coleen Wagner
COUNTY:	Big Horn and Park	HEARING DATE:	7/9/2015
DISTRICT ADDRESS:	P.O. Box 222	LOCATION OF HEARING:	157 1st Ave. West
City, State, Zip	Deaver, WY 82421	TIME OF HEARING:	6:00 PM
DISTRICT PHONE:	307-664-2363		
Fiscal Year Ending:	June 30, 2016		

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.

- Please follow the steps below:
 - Download this as an Excel file and save to your computer.
 - Begin by reading this instruction sheet and continue by inputting data on the following worksheets (Tabs are along the bottom of the page).** This will automatically fill results to the "Budget Summary" sheet.
 - Enter all required information at the top of this sheet (Name, County, District address, District phone, FYE, Your name, Date, Location, and Time of Hearing).
You cannot enter data into cells shaded in gray as they are automatic totals.
- 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.**
- 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 "Convert to PDF" 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 need to be submitted via email to your County Commissioners **AND** to the Wyoming Department of Audit at
doa-pfd-web@wyo.gov
- If you have ANY questions, or concerns, please contact the Public Funds Division at 307-777-7798

What's New:

- The **Schedule A Reserve Funds** Worksheet has been **moved** to Schedule G, the Cash and Forecasted Revenue page.
- If you have a large list of items to add to certain sections, there is a page to **add more items**.

Helpful Tip: Certain headings have comments associated with them, which contain more detailed information regarding the section of the budget form you are about to complete. They appear in red boxes to the right of the budget form.

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.

Final Budget

Big Horn County Fire Protection District #5
 NAME OF DISTRICT/BOARD _____

FYE 6/30/2016

SCHEDULE B
ADMINISTRATION BUDGET

DATA INPUT

ACTIVITY

B-1 Personnel Services:
 B-1.1 Administrator
 B-1.2 Secretary
 B-1.3 Clerical
 B-1.4 Other (Specify)
 B-1.5 _____
 B-1.6 _____

B-2 Board Expenses:
 B-2.1 Travel
 B-2.2 Mileage
 B-2.3 Other (Specify)
 B-2.4 _____
 B-2.5 _____

B-3 Contractual Services:
 B-3.1 Legal
 B-3.2 Accounting/Auditing
 B-3.3 Other (Specify)
 B-3.4 _____
 B-3.5 _____

B-4 Other:
 B-4.1 Office Supplies
 B-4.2 Office equipment, rent & repair
 B-4.3 Education
 B-4.4 Registrations
 B-4.5 Other (Specify)
 B-4.6 _____
 B-4.7 _____

B-5 TOTAL ADMINISTRATION

	2013-2014 Actual	2014-2015 Estimated	2015-2016 Proposed	Final Approval
B-1 Personnel Services:				
B-1.1 Administrator	\$0	\$100	\$500	\$500
B-1.2 Secretary				
B-1.3 Clerical	\$30	\$0	\$1,000	\$1,000
B-1.4 Other (Specify)				
B-1.5 _____				
B-1.6 _____				
B-2 Board Expenses:				
B-2.1 Travel				
B-2.2 Mileage				
B-2.3 Other (Specify)				
B-2.4 _____				
B-2.5 _____				
B-3 Contractual Services:				
B-3.1 Legal	\$0	\$0	\$2,000	\$2,000
B-3.2 Accounting/Auditing				
B-3.3 Other (Specify)				
B-3.4 _____				
B-3.5 _____				
B-4 Other:				
B-4.1 Office Supplies	\$669	\$1,029	\$2,000	\$2,000
B-4.2 Office equipment, rent & repair				
B-4.3 Education				
B-4.4 Registrations				
B-4.5 Other (Specify)				
B-4.6 _____				
B-4.7 _____				
B-5 TOTAL ADMINISTRATION	\$699	\$1,129	\$5,500	\$5,500

Form approved by Department of Audit, Public Funds Division

Final Budget

Big Horn County Fire Protection District #5
 NAME OF DISTRICT/BOARD

FYE 6/30/2016

SCHEDULE C
OPERATIONS BUDGET

DATA INPUT

ACTIVITY		2013-2014 Actual	2014-2015 Estimated	2015-2016 Proposed	Final Approval
C-1	Personnel Services:				
C-1.1	Wages--Operations				
C-1.2	Service Contracts				
C-1.3	Other (Specify)				
C-1.4	Pension	\$313	\$1,475	\$3,000	\$3,000
C-1.5					
C-2	Travel:				
C-2.1	Mileage				
C-2.2	Other (Specify)				
C-2.3	Truck & Auto	\$1,178	\$1,183	\$8,500	\$8,500
C-2.4					
C-3	Operating supplies (List):				
C-3.1	R&M Equipment	\$9,499	\$1,342	\$10,000	\$10,000
C-3.2	R&M Building	\$5,648	\$8,022	\$7,500	\$7,500
C-3.3	Misc.	\$5,435	\$4,807	\$5,000	\$5,000
C-3.4					
C-4	Program Services (List):				
C-4.1					
C-4.2					
C-4.3					
C-4.4					
C-5	Contractual Arrangements (List):				
C-5.1	Utilities	\$11,533	\$11,759	\$13,000	\$13,000
C-5.2	Training	\$1,493	\$1,762	\$3,000	\$3,000
C-5.3	Fireman Wear & Tear	\$6,000	\$8,300	\$10,000	\$10,000
C-5.4	Communication & Dispatc	\$6,577	\$4,762	\$10,000	\$10,000
C-6	Other operations (Specify):				
C-6.1					
C-6.2					
C-6.3					
C-6.4					
C-7	TOTAL OPERATIONS	\$47,676	\$43,412	\$70,000	\$70,000

Form approved by Department of Audit, Public Funds Division

Final Budget

Big Horn County Fire Protection District #5

FYE 6/30/2016

NAME OF DISTRICT/BOARD _____

SCHEDULE D

DATA INPUT

INDIRECT COSTS BUDGET

		2013-2014 Actual	2014-2015 Estimated	2015-2016 Proposed	Final Approval
D-1	Insurance				
D-1.1	Liability				
D-1.2	Buildings and vehicles				
D-1.3	Equipment				
D-1.4	Other (Specify)				
D-1.5	<u>All Insurance</u>	\$6,599	\$6,614	\$9,000	\$9,000
D-1.6	<u>Bonds</u>	\$340	\$400	\$500	\$500
D-2	Indirect payroll costs:				
D-2.1	FICA (Social Security) taxes				
D-2.2	Workers Compensation	-\$412	\$47	\$1,000	\$1,000
D-2.3	Unemployment Taxes				
D-2.4	Retirement				
D-2.5	Health Insurance				
D-2.6	Other (Specify)				

D-3	Depreciation Expenses				
D-4	TOTAL INDIRECT COSTS	\$6,527	\$7,061	\$10,500	\$10,500

Form approved by Department of Audit, Public Funds Division

Final Budget

Big Horn County Fire Protection District #5
 NAME OF DISTRICT/BOARD _____

FYE 6/30/2016

SCHEDULE E
CAPITAL OUTLAY BUDGET

DATA INPUT

E-1 Capital Outlay

		ACTIVITY
E-1.1		Real Property
E-1.2		Vehicles
E-1.3		Office Equipment
E-1.4		Other (Specify)
E-1.5		<u>P&P Equipment</u>
E-1.6		_____
E-2	TOTAL CAPITAL OUTLAY	

2013-2014 Actual	2014-2015 Estimated	2015-2016 Proposed	Final Approval
\$9,285	\$9,285	\$25,000	\$25,000
\$1,227	\$24,405	\$40,000	\$40,000
\$13,935	\$12,071	\$25,000	\$25,000
\$24,447	\$45,781	\$90,000	\$90,000

Form approved by Department of Audit, Public Funds Division

Final Budget

Big Horn County Fire Protection District #5

FYE 6/30/2016

NAME OF DISTRICT/BOARD

SCHEDULE F
DEBT SERVICE BUDGET

DATA INPUT

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

2013-2014 Actual	2014-2015 Estimated	2015-2016 Proposed	Final Approval
\$0	\$0	\$0	\$0

Form approved by Department of Audit, Public Funds Division

Final Budget

Big Horn County Fire Protection District #5

FYE 6/30/2016

NAME OF DISTRICT/BOARD

SCHEDULE G

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 Other: Additional
 - G-4.4 Total Miscellaneous
- G-5 Total Forecasted Revenue**

2013-2014 Actual	2014-2015 Estimated	2015-2016 Proposed	Final Approval
\$0	\$0	\$0	\$0
\$0	\$0	\$0	\$0
\$0	\$0	\$0	\$0
\$212	\$287		
\$10,285	\$13,325		
\$10,497	\$13,611	\$0	\$0
\$10,497	\$13,611	\$0	\$0

G-6 DEPRECIATION (REPLACEMENT) RESERVE

- G-6.1 Balance in Reserve Account, beginning of budget year
- G-6.2 Amount to be added to the reserve
- G-6.3 SUB-TOTAL
- G-6.4 Identify the amount to be spent from "Reserve for Capital Outlay"
 - a. _____
 - b. _____
 - c. _____
- G-6.5 TOTAL CAPITAL OUTLAY (a+b+c)
- G-6.6 Account (Line 3 - Line 5)

2013-2014 Actual	2014-2015 Estimated	2015-2016 Proposed	Final Approval
\$15,000	\$30,000	\$40,000	\$40,000
\$15,000	\$10,000	\$10,000	\$10,000
\$30,000	\$40,000	\$50,000	\$50,000
\$0	\$0	\$0	\$0
\$0	\$0	\$0	\$0
\$0	\$0	\$0	\$0
\$30,000	\$40,000	\$50,000	\$50,000

G-7 OTHER RESERVE

- G-7.1 Balance in Reserve Account, beginning of budget year
- G-7.2 Amount to be added to the reserve
- G-7.3 SUB-TOTAL
- G-7.4 Identify the amount and project to be spent from "Other Reserves"
 - a. _____
 - b. _____
 - c. _____
- G-7.5 TOTAL OTHER RESERVE OUTLAY (a+b+c)
- G-7.6 9 - Line 11)

2013-2014 Actual	2014-2015 Estimated	2015-2016 Proposed	Final Approval
\$0	\$0	\$0	\$0
			\$0
\$0	\$0	\$0	\$0
\$0	\$0	\$0	\$0

G-8 EMERGENCY RESERVE (cash)

- G-8.1 Balance in Reserve Account, beginning of budget year
- G-8.2 Amount to be added to the reserve
- G-8.3 SUB-TOTAL
- G-8.4 Amount to be spent from Emergency Reserve (Cash)
- G-8.5 15 - Line 16)
- G-8.6 TOTAL TO BE SPENT

2013-2014 Actual	2014-2015 Estimated	2015-2016 Proposed	Final Approval
\$15,000	\$30,000	\$40,000	\$40,000
\$15,000	\$10,000	\$10,000	\$10,000
\$30,000	\$40,000	\$50,000	\$50,000
\$30,000	\$40,000	\$50,000	\$50,000
\$0	\$0	\$0	\$0

G-9 Total Estimated Cash and Investments on Hand (including any reserves listed above)

G-10 Deductions:

- G-10.1 a. Unpaid bills at FYE
- G-10.2 b. Reserves
- G-10.3 Total Deductions (a+b)

G-11 Estimated cash available

G-12 Other Forecasted Revenues:

- G-12.1 a. Other past due-as estimated by Co. Treas.
- G-12.2 b. Other forecasted revenue (specify):
- G-12.3 _____
- G-12.4 _____
- G-12.5 _____
- G-12.6 Total Other Forecasted Revenue (a+b)

G-13 Total Cash Available and Forecasted Revenue

2013-2014 Actual	2014-2015 Estimated	2015-2016 Proposed	Final Approval
\$189,926	\$201,214	\$201,214	\$201,214
\$60,000	\$80,000	\$100,000	\$100,000
\$60,000	\$80,000	\$100,000	\$100,000
\$129,926	\$121,214	\$101,214	\$101,214
			\$0
\$0	\$0	\$0	\$0
\$140,423	\$134,825	\$101,214	\$101,214

Final Budget

Big Horn County Fire Protection District #5

FYE 6/30/2016

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)

2013-2014 Actual	2014-2015 Estimated	2015-2016 Proposed	Final Approval
\$91,577	\$92,619	\$0	\$0
\$0	\$0	\$2,500	\$2,500

Form approved by Department of Audit, Public Funds Division

Final Budget

Big Horn County Fire Protection District #5

FYE 6/30/2016

NAME OF DISTRICT/BOARD

I-1 **BUDGET MESSAGE**



Form approved by Department of Audit, Public Funds Division

Final Budget

Big Horn County Fire Protection District #5

9-Jul-15

NAME OF DISTRICT/BOARD

DATE OF BUDGET HEARING

6/30/2016

157 1st Ave. West

6:00 PM

FISCAL YEAR ENDING

LOCATION OF BUDGET HEARING

TIME OF HEARING

FINAL BUDGET SUMMARY

	2013-2014 Actual	2014-2015 Estimated	2015-2016 Proposed	Final Approval
S-1 Total Expenditures, Cash Requirements	\$79,349	\$97,363	\$178,500	\$178,500
S-2 Total to be added to Reserves	\$30,000	\$20,000	\$20,000	\$20,000
S-3 Total Cash and Forecasted Revenues	\$140,423	\$134,825	\$101,214	\$101,214
S-4 Additional Financial Support Required	\$0	\$0	\$97,286	\$97,286
S-5 Amount as approved by County Commissioners	\$91,577	\$92,619	\$0	\$0

Analysis of additional Financial Support Required:

	2013-2014 Actual	2014-2015 Estimated	2015-2016 Proposed	Final Approval
S-6 Tax levy (for entities able to make levies)	\$91,577	\$92,619	\$0	\$0
S-7 Other County Support	\$0	\$0	\$0	\$0

Additional funding approved by:

County Commissioner

Date Approved _____

Final Budget

Big Horn County Fire Protection District #5

FYE 6/30/2016

NAME OF DISTRICT/BOARD

I-1 **BUDGET MESSAGE**

Our Fire District continues to upgrad Personal Protective Equipment annually and are trying to increase our Reserves for a future purchase of a new fire truck.

Form approved by Department of Audit, Public Funds Division

NAME OF DISTRICT/BOARD

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

2013-2014 Actual	2014-2015 Estimated	2015-2016 Proposed	Final Approval
\$0	\$0	\$0	\$0
\$0	\$0	\$0	\$0
\$0	\$0	\$0	\$0
\$10,497	\$13,611	\$0	\$0
\$129,926	\$121,214	\$101,214	\$101,214
\$0	\$0	\$0	\$0
\$140,423	\$134,825	\$101,214	\$101,214

NAME OF DISTRICT/BOARD

ESTIMATED EXPENDITURES

J-8 Administration

J-9 Operations

J-10 Indirect Costs

J-11 Capital Outlay

J-12 Debt Service

J-13 Provision for Tax Shrinkage

J-14 Total Expenditures

	2013-2014 Actual	2014-2015 Estimated	2015-2016 Proposed	Final Approval
J-8 Administration	\$699	\$1,129	\$5,500	\$5,500
J-9 Operations	\$47,676	\$43,412	\$70,000	\$70,000
J-10 Indirect Costs	\$6,527	\$7,061	\$10,500	\$10,500
J-11 Capital Outlay	\$24,447	\$45,761	\$90,000	\$90,000
J-12 Debt Service	\$0	\$0	\$0	\$0
J-13 Provision for Tax Shrinkage	\$0	\$0	\$2,500	\$2,500
J-14 Total Expenditures	\$79,349	\$97,363	\$178,500	\$178,500

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

	2013-2014 Actual	2014-2015 Estimated	2015-2016 Proposed	Final Approval
J-15 Beginning Balance in Reserve Accounts				
J-15.1 a. Depreciation Reserve	\$15,000	\$30,000	\$40,000	\$40,000
J-15.2 b. Other Reserve	\$0	\$0	\$0	\$0
J-15.3 c. Emergency Reserve (Cash)	\$15,000	\$30,000	\$40,000	\$40,000
J-15.4 Total Reserves (a+b+c)	\$30,000	\$60,000	\$80,000	\$80,000
J-16 Amount to be added				
J-16.1 a. Depreciation Reserve	\$15,000	\$10,000	\$10,000	\$10,000
J-16.2 b. Other Reserve	\$0	\$0	\$0	\$0
J-16.3 c. Emergency Reserve (Cash)	\$15,000	\$10,000	\$10,000	\$10,000
J-16.4 Total to be added (a+b+c)	\$30,000	\$20,000	\$20,000	\$20,000
J-17 Subtotal	\$60,000	\$80,000	\$100,000	\$100,000
J-18 Less Total to be spent	\$0	\$0	\$0	\$0
J-19 Total Reserves	\$60,000	\$80,000	\$100,000	\$100,000

PREPARED BY: Coleen Wagner

DISTRICT ADDRESS: P.O. Box 222
Deaver, WY 82421

DISTRICT PHONE: 307-664-2363

