



STATE BOARD OF EQUALIZATION

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May 14, 2024

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INSTRUCTIONS

2024 ABSTRACT ASSESSMENT ROLL (ABSTRACT FORM)

As used in these instructions, “Fair Market Value” is abbreviated “FMV”; “Assessed Value” is abbreviated “AV”; “North American Industry Classification System” is abbreviated “NAICS”; and Land Resource Area is abbreviated “LRA.”

AN EXCEL SPREADSHEET, PROVIDED BY THE BOARD, IS USED TO COMPLETE THE ABSTRACT FORM.

PLEASE SUBMIT A COPY OF THE REALWARE SHORT ABSTRACT SUMMARY WITH THE COMPLETED 2024 ABSTRACT FORM.

ABSTRACT QUERY

All the information on pages 1 through 9 will now be entered automatically by in-cell formulas which reference the Short Abstract Summary. Refer to the instructions in the Abstract Form to run this query and use it to complete the Abstract Form.

ABSTRACT - PAGE 1

The values on page 1 will insert automatically as pages 2 through 9 are completed. Be sure to check page 1 after all other pages are complete to ensure all values have properly transferred. Sign the original abstract before sending it to the Board.

ABSTRACT - PAGES 2 & 3

The “Productivity Value Per Acre” for the “Irrigated Crop Lands,” “Dry Crop Lands” and “Range Lands” on pages 2 and 3 of the Abstract are derived from the “2024 Agricultural Land Valuation Study” published by the Department of Revenue, Property Tax Division. The “Productive Value Per Acre” must be within the Study ranges. The productive value per acre for each of these rows will be calculated automatically using the acres and total productive value, thus reflecting the value actually entered in the CAMA system.

Lines Numbered Irrigated Crop Lands

1-7 In the acres column, the total number of acres of Irrigated Crop Land by LRA and Soil Class in your county will be inserted automatically.

The productivity value per acre column will be calculated automatically and will indicate the productivity value per acre as determined for the specific LRA and Soil Class.

Line 100 -Totals Irrigated Crop Lands

The acres column will indicate the total number of acres classified as Irrigated Crop Land in your county.

The productive value column will indicate the total productive value. The assessed value column will reflect 9.5% of the productive value.

Lines Numbered Dry Crop Lands

101-109 In the acres column, the total number of acres of Dry Crop Land by LRA and Soil Class in your county will be inserted automatically.

The productivity value per acre column will be calculated automatically and will indicate the productivity value per acre as determined for the specific LRA and Soil Class.

Line 200 -Totals Dry Crop Lands

The acres column will indicate the total number of acres classified as Dry Crop Land in your county.

The productive value column will indicate the total productive value. The assessed value column will reflect 9.5% of the productive value.

Lines Number Range Lands

201-230 In the acres column, the total number of acres of Range Land by LRA and Soil Class in your county will be inserted automatically.

The productivity value per acre column will be calculated automatically and will indicate the productivity value per acre as determined for the specific LRA and Soil Class.

Line 300 -Totals Range Lands

The acres column will indicate the total number of acres classified as Range Land in your county.

The productive value column will indicate the total productive value. The assessed value column will reflect 9.5% of the productive value.

Line A -Totals

Total of the acres, productive value AND assessed value columns will be automatically calculated using the totals from lines 100, 200 and 300.

ABSTRACT -PAGE 4

Line Number Residential and Commercial Real Property

301 The FMV of all Residential Lands (including farmsteads) will be automatically inserted in the appropriate columns. The AV column reflects 9.5% of the Fair Market Value column.

302 The FMV of Residential Improvements (including residences on farmsteads) will be automatically inserted in the appropriate columns. The AV column will reflect 9.5% of the Fair Market Value column.

303 The FMV of Commercial Lands (including Apartment Lands) will be automatically inserted in the appropriate columns. The AV column will reflect 9.5% of the Fair Market Value column.

304 The FMV of Commercial Improvements (including apartments and agricultural improvements such as barns, sheds, outbuildings, etc.) will be automatically inserted in the appropriate columns. The AV column will reflect 9.5% of the Fair Market Value column.

Line B -Totals Totals for the FMV and AV columns (calculated by spreadsheet).

Line Number Residential and Commercial Personal Property

401 The FMV for all Residential Personal Property located in your county will be inserted automatically. The AV column will reflect 9.5% of the Fair Market Value column.

402 The FMV for all Commercial Personal Property (including agricultural personal property such as farming utensils, machinery, saddles and harnesses, etc.) located in your county will be automatically inserted. The AV column will reflect 9.5% of the Fair Market Value column.

Line C -Totals Totals for the FMV and AV columns (calculated by spreadsheet).

ABSTRACT - PAGES 5 - 9

Line Number Manufacturing and Industrial Plants

501 -531 The FMV of the Land, Improvements, and Personal Property will be automatically inserted separately in the appropriate column for each NAICS Group industrial facility located in your county. The Total FMV and the Total Assessed Value calculate automatically.

Use **Line 528 (page 9) - Pipeline Transportation Minerals**. This line will be used under very limited circumstances. There are two criteria which must be met: (1) the pipeline must be a common carrier, and (2) the transported products must be sold to an unrelated third party.

Other pipeline property is reported as follows:

Where the pipeline is owned by the producer, its value should be included in the producer's value (NAICS Code 2111, Oil and Gas Extraction).

Where the pipeline is owned by the processor, its value should be included in the processor's value (NAICS Code 3252-3259, Chemical Manufacturing).

In determining which industry code to use in classifying Industrial Property in general, all businesses file either a monthly or quarterly Workers' Compensation or Unemployment Insurance report with the Wyoming Department of Employment. These reports require businesses to be identified by industry code. You can inquire of the business owner/agent as to the industry code used in filing the reports. However, while a business may be filing under an industry code that was correct when the business opened, it may be incorrect if the business emphasis changed substantially and the industry code was not changed accordingly.

Line D -Totals The Total FMV and the Total Assessed Value will be calculated automatically by the spreadsheet.

ABSTRACT - PAGES 10 and 11
Pollution and Fire Control Exemptions

Please report the pollution control and fire equipment exemptions separately. For the sake of procedural uniformity among counties, these exemptions should be netted out on the RealWare Short Abstract Summary so the running total assessed value at the end of the 40000 series reflects the assessed amount to be certified.

ABSTRACT - PAGE 12
Vacant Land Valuation - Wyo. Stat. Ann. § 39-13-103(b)(xvii)

Under “Classification,” please list the name of the subdivision and the number of lots as in the following example: Green Hills (10 lots). We anticipate questions regarding the difference in values with and without use of a present worth methodology. We would appreciate you completing this section if you value vacant land using a present worth methodology.

ABSTRACT - PAGE 13
Exemption for Economic Development Property -Wyo. Stat. Ann. §
39-11-105(a)(xxxviii) - Effective January 1, 2011

The Exemption for Economic Development Property pursuant to Wyo. Stat. § 39-11-105(a)(xxxviii) became effective January 1, 2011. The statute requires the exemption amount to be reported to the Board on the Abstract.

ABSTRACT - PAGE 14
Properties held by counties under tax purchase

Pursuant to Wyo. Stat. § 39-13-108(e)(iii)(B), all property obtained by a county through tax purchase must be assessed and placed on a separate assessment roll (but not be included in the county valuation). A list of such property must be sent to the Board on the first Monday in July for statistical purposes. Please complete the table in the same manner as taxable property. If you have any property held by the county under tax purchase and the status of any such account is active, prior to running the RealWare Abstract Summary, change the status to “Inactive.” When you are finished, change it back to “Active.” You will have to do this every time you run the report for the SBOE.

ABSTRACT - PAGE 15
4% Taxable Value Increase Cap Exemptions

This sheet shows the total exemption amount granted pursuant to Wyo. Stat. §39-11-105(a)(xlili)(A). Please run the query in Listbuilder and paste the results as instructed on the sheet.

ABSTRACT - PAGE 1

After pages 2 through 9 have been completed, the Excel Spreadsheet will calculate and insert the values on page 1. The totals should correspond directly to the RealWare Short Abstract Summary.

Line Number	Abstract
A -D	The Excel formulae will automatically enter Productive or FMV and AV for each of the indicated lines (Lines A, B, C, and D).
E	The Excel formulae will automatically total lines A through D for each of the two columns.

SIGN, DATE, AND MAIL THE ABSTRACT FORM TO THE BOARD.

PLEASE REMEMBER - IF CORRECTIONS TO YOUR SIGNED ABSTRACT FORM ARE REQUIRED, YOU WILL NEED TO SUBMIT A CORRECTED ABSTRACT, DATED AS OF THE DATE THE CORRECTIONS WERE MADE AND RE-SUBMITTED TO THE BOARD.

THANK YOU