

Means, Carter & North Hannum Improvement & Service District
Budget Hearing and Regular Meeting
MINUTES
Tuesday, July 7, 2020, 2020, 5:00 p.m.
Office of Cathey Consulting, 400 South Gillette Ave, Suite 106, Gillette, WY

BOARD MEMBERS PRESENT: Robert Holum, Montie Means
 BOARD MEMBERS NOT PRESENT: Ethan Strand
 OTHERS PRESENT: Helenanne Cathey

BUDGET HEARING

Montie Means called the budget hearing to order at 5:00 p.m. The budget was reviewed. There was an opportunity for public comment. Montie Means adjourned the budget hearing at 5:03.

REGULAR MEETING

Montie Means called the regular meeting to order at 5:03 p.m.

- I. **Budget** – Robert Holum moved to adopt the budget for 7/1/20 – 6/30/21 for \$117,688 and adopt the resolution to assess and submit assessments to the County as approved in the budget. Montie Means seconded. Motion carried unanimously. The budget is attached to these minutes.
- II. **Minutes Approval** – Robert Holum moved to approve the minutes for the April 7, 2020, regular meeting as written. Montie Means seconded. Motion carried unanimously.
- III. **Treasurer’s Report** – The Treasurer’s Report and bills were reviewed. Robert Holum moved to accept the Treasurer’s Report and pay bills as presented. Montie Means seconded. Motion carried unanimously.

Bank balance forward:			\$72,721.24
04/10/20	Deposit – Assessments	\$700.00	
04/30/20	Interest	\$6.06	
05/11/20	Deposit – Assessments	\$1,600.00	
05/31/20	Interest	\$6.33	
06/09/20	Deposit – Assessments	\$6,000.00	
06/30/20	Deposit – Assessments	\$608.98	
06/30/20	Interest	No Statement Yet	

Bank Balance Prior to Bills: \$81,642.61

Bills Paid at Meeting:

Ck#	Payee – Description	Amount
1117	Cathey Consulting	Inv. 5448 – Apr. Adm./Bks/Post. \$344.50
		Inv. 5487 – May Adm./Bks/Post. \$315.00
		Inv. 5530 – June Adm./Bks/Post. \$315.00
1118	Dustbusters, Inc.	Inv. 63491 – 13,930 gallons Dustgard
1119	Gillette News-Record	Ad 00360679 – Budget hearing ad
1120	Quality Agg & Construction	Inv. 42632 – Limestone delivered / blading
1181*	Strand’s Lawn Care	Inv. 20983 – Mowing

Total Bills: \$22,298.90

Bank Balance End of Meeting: \$59,343.71

Receivables balances: \$2,600 (Assessments) and \$2,960.13 (County Grant)

Gap in check #'s is because Ck# 1121 through 1180 were used between 9/27/2012 and 9/25/2014

IV. Unfinished Business

- a) Road work for 2020 – Bills have been received and project is complete. The pay request, completion report, affidavit and closeout letter for the County Grant for the dust control were reviewed, approved and signed and will be submitted to the County.

V. New Business

- a) Public Records notice – Two board members signed a notice to submit to the County indicating that the District’s records are stored at the office of Cathey Consulting, 400 S Gillette Ave., Suite 106, Gillette.
- b) Official Depository – Montie Means moved to designate First National Bank as the official depository for 7/1/20 – 6/30/21. Robert Holum seconded. Motion carried unanimously.

VI. Public Comment – There was an opportunity for public comment.

Montie Means adjourned the meeting at 5:20 p.m.

UPCOMING MEETINGS: Tuesday, October 6, 2020, 5:00 p.m. (Regular Meeting)

MEETINGS ARE HELD AT THE OFFICE OF CATHEY CONSULTING, 400 SOUTH GILLETTE AVENUE, SUITE 106, GILLETTE.

Respectfully submitted,
Helianne Cathey, Assistant to the Board

Montie Means, President / Date

Ethan Strand, Vice President / Date

Robert (Bob) Holum, Secretary/Treasurer / Date

Budget - Means, Carter & North Hannum ISD - 7/1/2020 - 6/30/2021

Budget Hearing: Tuesday, July 7, 2020, 5:00 p.m. at Office of Cathey Consulting / Means, Carter & N Hannum ISD, PO Box 4082, Gillette, WY 82717

	Actual (F32)	Budget	Actual	Budget
	7/1/18 - 6/30/19	7/1/19 - 6/30/20	7/1/19 - 6/30/20	7/1/20 - 6/30/21
TOTAL FUNDS ON HAND START OF FY	67,551	64,062	64,071	81,648
Revenue				
Assessments (\$400 X 78 lots)	31,200	31,200	31,200	31,200
Assessments (\$200 X 6 lots)	1,200	1,200	1,200	1,200
Assessments - Interest	239	300	200	300
Interest - Bank	83	60	90	90
Grants - County	2,960	4,508	2,975	3,250
Other Fees				
TOTAL REVENUE	35,682	37,268	35,665	36,040
TOTAL CASH ON HAND + REVENUE	103,233	101,330	99,736	117,688
Expenditures				
Administrative				
Contract Admin./Bks (\$315/mo.)	3,860	3,780	3,780	3,800
Contract Legal		400		400
Contract Accounting/Auditing				
Office/Adver./Postage/Collec./Other	219	800	560	800
Travel				
TOTAL ADMINSTRATIVE	4,079	4,980	4,340	5,000
Indirect				
Insurance - Liab., Bonding	626	626	626	626
Miscellaneous				
TOTAL INDIRECT COSTS	626	626	626	626
Operations				
Miscellaneous (Rollover)		64,062		81,648
Roads - Rock, Blading, Snow removal, Mowing, Spraying, other	15,206	13,631	13,000	17,414
Roads - Dust Control	11,840	18,031	11,900	13,000
TOTAL OPERATIONS COSTS	27,046	95,724	24,900	112,062
TOTAL EXPENDITURES	31,751	101,330	29,866	117,688
DEDICATED TO RESERVES				
NET REVENUE MINUS EXPENDITURES (No Misc.)	3,931	0	5,799	0
BALANCE BUDGETING - S/B 0		0		0
Receivables Start of FY	5,728		5,360	
Payables Balance Start of FY	20,757		12,968	
	6/30/2018	6/30/19 (EST)	6/30/2019	6/30/20 (EST)
BEGINNING OF FISCAL YEAR BALANCES				
GENERAL FUNDS	67,551	64,062	64,071	81,648
RESERVES BALANCES				
TOTAL FUNDS BEGINNING OF YEAR	67,551	64,062	64,071	81,648
Receivables Balance End of FY	5,360		5,560	
Payables Balance End of FY	12,968		21,699	
End of Year Bank Balance	64,061		78,401	
			Current Yr. Rev-Current Yr. Exp.	0
			Total Revenue - Total Expenses	0

Budget Message: Means, Carter & North Hannum ISD manages the roads. Each year, rock is added and dust control applied as needed. The District utilizes the County grant program when possible. The District does not have any reserves.

Board Member Signature _____

Board Member Signature _____

Directors: Montie Means, Pres. and Robert Holum, Sec./Treas. terms end March, 2022 / Ethan Strand, Vice Pres. term ends March, 2024

The District holds a regular meeting each quarter at 5:00 p.m. Meeting dates to be determined annually.

Records are stored at 400 S Gillette Ave, Suite 106, Gillette.

Roads Estimates:	3024.8 McGee Ave
	5787.3 Gold Road
	1015.4 North Plains Dr
	1353 Mink Ave
	1414.1 Glenn Ave
	2125 Means St
	557.7 Copper St
	633.4 Silver Ave
	15910.7 total feet in subdivision
	5280 feet in a mile
	3.0 total miles