

Means, Carter & North Hannum Improvement & Service District
Budget Hearing / Regular Meeting
MINUTES
Monday, July 9, 2018, 5:00 p.m.
Office of Cathey Consulting, 400 South Gillette Ave, Suite 106, Gillette, WY

BOARD MEMBERS PRESENT: Robert Holum, Montie Means, Quentin Strand
 OTHERS PRESENT: Helenanne Cathey, Kathy Holum

BUDGET HEARING

Quentin Strand called the budget hearing to order at 5:08 p.m. The budget was reviewed. There was an opportunity for public comment. Quentin Strand adjourned the budget hearing at 5:12 p.m.

REGULAR MEETING

Quentin Strand called the regular meeting to order at 5:12 p.m.

- I. **Minutes Approval** – Montie Means moved to approve the minutes for the April 4, 2018, regular meeting as written. Bob Holum seconded. Motion carried unanimously.
- II. **Treasurer’s Report** – The Treasurer’s Report and bills were reviewed. Quentin Strand moved to accept the Treasurer’s Report and pay bills as presented. Bob Holum seconded. Motion carried unanimously.

Bank balance forward:			\$49,530.31
03/31/18	Interest	\$4.33	
Adjusted balance forward:			\$49,534.64
04/09/18	Deposit – Assessments	\$1,670.71	
04/30/18	Interest	\$4.22	
05/10/18	Deposit – Assessments	\$8,572.34	
05/31/18	Interest	\$5.84	
06/11/18	Deposit – Assessments	\$6,327.67	
06/29/18	Deposit – Assessments	\$1,429.39	
06/30/18	Interest	\$6.87	

Bank Balance Prior to Bills: **\$67,551.68**

Bills Paid at Meeting:

Ck#	Payee – Description		Amount
1090	Cathey Consulting	Inv. 4376 – Postcards mailed \$84.00	\$ 1,101.80
		Inv. 4397 – Apr. Adm./Bks/Post. \$363.80	
		Inv. 4440 – May Adm./Bks/Post. \$300.00	
		Inv. 4467 – Post office box fee \$54.00	
		Inv. 4484 – June, Adm./Bks/Post. \$300.00	
1091	Gillette News-Record	Ad 00340393 – Budget hearing ad	\$ 72.07
1092	Quality Agg & Construction	Inv. 37219 – Rock	\$ 8,426.16
1093	Silverado Services	Posts / Signs	\$ 242.50
1094	Dustbusters, Inc.	Inv. 55889 – Dust control	\$10,914.50
Total Bills:			\$20,757.03

Bank Balance End of Meeting: **\$46,794.65**

Receivables balances: \$5,728.63

III. Unfinished Business

- a) Roads / Signs –
 - i. Rock and dust control / County grant approved – Quentin Strand moved to approve and sign the grant agreement, pay request, completion report, final close out letter and affidavit. Montie Means seconded. Motion carried unanimously.
 - ii. Up to \$4,000 was approved at the April meeting to fix the ditch along Gold Road as discussed at the April meeting. The ditch was mowed so the Board could see what was

there. It looks like a load of rock should be sufficient. The consensus is to go ahead and get a load of rock in there.

iii. The Northern Plains Drive and Lone Cedar Court signs were put up.

- b) Budget – Bob Holum moved to adopt the budget for 7/1/18 – 6/30/19 for \$102,900 and 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.

IV. New Business

- a) Official Depository – Bob Holum moved to designate First National Bank as the official depository for 7/1/18 – 6/30/19. Quentin Strand seconded. Motion carried unanimously.
- b) Public Records Notice – Montie Means completed the Public Records Notice to submit to the County indicating that the District’s records are stored at the office of Cathey Consulting.

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

Quentin Strand adjourned the meeting at 5:49 p.m.

**UPCOMING MEETINGS: Monday, October 1, 2018, 5:00 p.m. (Regular Meeting)
MEETINGS ARE HELD AT THE OFFICE OF CATHEY CONSULTING, 400 SOUTH GILLETTE
AVENUE, SUITE 106, GILLETTE.**

Respectfully submitted,
Helenanne Cathey, Assistant to the Board

Quentin Strand, President / Date

Montie Means, Vice President / Date

Robert (Bob) Holum, Secretary/Treasurer / Date

Budget - Means, Carter & North Hannum ISD - 7/1/18 - 6/30/19				
Budget Hearing: Monday, July 9, 2018, 5:00 p.m. at Office of Cathey Consulting / Means, Carter & N Hannum ISD, PO Box 4082, Gillette, WY 82717				
	Actual	Budget	Actual	Budget
	7/1/16 - 6/30/17	7/1/17 - 6/30/18	7/1/17 - 6/30/18	7/1/18 - 6/30/19
TOTAL FUNDS ON HAND START OF FY	62,950	63,887	82,195	67,551
Revenue				
Assessments (\$400 X 78 lots) - WAS \$600	46,800	46,800	46,800	31,200
Assessments (\$200 X 6 lots) - WAS \$300	1,800	1,800	1,800	1,200
Assessments - Interest	294		311	
Interest - Bank	40		58	
Grants - County	3,948		2,728	2,949
Other Fees				
TOTAL REVENUE	52,882	48,600	51,697	35,349
TOTAL CASH ON HAND + REVENUE	115,832	112,487	133,892	102,900
Expenditures				
Administrative				
Contract Admin./Bks (\$315/mo. - 5% increase)	4,175	3,600	3,900	3,780
Contract Legal		500		400
Contract Accounting/Auditing				
Office/Adver./Postage/Collec./Other	240	851	734	800
Travel				
TOTAL ADMINSTRATIVE	4,415	4,951	4,634	4,980
Indirect				
Insurance - Liab., Bonding	626	626	626	626
Miscellaneous				
TOTAL INDIRECT COSTS	626	626	626	626
Operations				
Miscellaneous (Rollover)		36,613		67,551
Roads - Rock, Blading, Snow removal, Mowing, Spraying, other	6,628	10,000	9,628	17,948
Roads - Dust Control	15,427	15,000	10,915	11,795
TOTAL OPERATIONS COSTS	22,055	61,613	20,543	97,294
INTEREST - TOTAL COSTS	2,685	2,685	1,783	0
DEBT - PRINCIPAL COSTS	20,315	42,612	42,612	0
TOTAL EXPENDITURES	50,096	112,487	70,198	102,900
DEDICATED TO RESERVES				
NET REVENUE MINUS EXPENDITURES (No Misc.)	2,786	-27,274	-18,501	0
BALANCE BUDGETING - S/B 0		0		0
Receivables Start of FY	5,288		6,348	
Payables Balance Start of FY	0		17,519	
	6/30/2016	6/30/2017	6/30/2017	6/30/2018
BEGINNING OF FISCAL YEAR BALANCES				
GENERAL FUNDS	62,950	63,887	82,195	67,551
RESERVES BALANCES				
TOTAL FUNDS BEGINNING OF YEAR	62,950	63,887	82,195	67,551
Receivables Balance End of FY	6,348		5,728	
Payables Balance End of FY	17,519		20,757	
End of Year Bank Balance	82,195		67,552	
			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 paid off the loan for the road project done several years ago. Fees will be reduced this next fiscal year. The District does not have any reserves.

Board Member Signature _____

Board Member Signature _____

Directors: Quentin Strand (Pres.) term ends March, 2020 / Montie Means (Vice Pres.) and Robert Holum Secretary/Treasurer) terms end March, 2022.

The District holds a regular meeting the fourth Tuesday of every other odd month at 7:00 p.m.

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