

North Rangeland Improvement & Service District
Regular Meeting
MINUTES
Thursday, April 21, 2016, 5:30 p.m., Office of Cathey Consulting
400 S Gillette Ave., Suite 106, Gillette

BOARD MEMBERS PRESENT: Judy Lumbardy, Guy Olson, Joe Waldner
OTHERS PRESENT: Helenanne Cathey

Vice President Joe Waldner called the regular meeting to order at 5:32 p.m.

- I. **Minutes Approval** – Judy Lumbardy moved to approve the minutes for the March 17, 2016, regular meeting as written. Joe Waldner seconded. Motion carried unanimously.
- II. **Treasurer's Report** – The financial information was reviewed and is listed below. Judy Lumbardy moved to pay the bill as presented. Joe Waldner seconded. Motion carried unanimously. Joe Waldner moved to accept the Treasurer's report as presented. Judy Lumbardy seconded. Motion carried unanimously.

Bank Balance End of Last Meeting:	\$18,519.39
Balance in Checking Account Prior to Meeting:	\$18,519.39
Bills paid this meeting:	
Ck# 1099 Cathey Consulting Inv. 3315 – Mar. books/admin./postage	\$ 201.96
TOTAL BILLS:	\$ 201.96
Bank Balance End of Meeting:	\$18,317.43
Receivables Balance: \$5,610.00	

III. **Unfinished Business**

- a. State Grant / County Grant – Joe Waldner reported that he attended the County Commissioners meeting on April 19, 2016. The Commissioners approved the District Support Grant application for \$5,200.
- b. Road Project – Judy Lumbardy moved to get ahold of Gary Hamm to sign the paperwork and to authorize the Board to sign the Agreement and Notice of Award for Diamond M to proceed with the project. Joe Waldner seconded. Motion carried unanimously. Joe Waldner will contact Gary Hamm to get the agreement and notice to proceed signed and schedule the work.
- c. The budget for 7/1/16 – 6/30/17 was reviewed and updated. Joe Waldner moved to approve the preliminary budget as presented to be finalized in July. Judy Lumbardy seconded. Motion carried unanimously. The budget is attached to these minutes.

- IV. **Vacancy on Board of Directors** – Kenneth Redinger resigned at the last meeting. Joe Waldner moved to appoint Guy Olson to the Board of Directors until the next regular election. Judy Lumbardy seconded. Motion carried unanimously. Joe Waldner nominated Guy Olson to the role of President. Judy Lumbardy seconded the nomination. Joe Waldner moved to add Guy Olson to the signature card at the bank. Judy Lumbardy seconded. Motion carried unanimously.

V. **New Business**

- a. **Please pick up garbage around your yard and help around the subdivision. There is a lot of garbage that needs to be cleaned up.**

NEXT MEETING: Thursday, May 19, 2016, 5:30 p.m.

The District holds regular monthly meetings generally on the third Thursday of each month at 5:30 p.m. The next meeting date and time will be confirmed at each meeting and is subject to change depending on Board member schedules.

June 16, 2016	July 21, 2016	
August 18, 2016	September 15, 2016	October 20, 2016

November 17, 2016 December 15, 2016

Meetings are at the office of Cathey Consulting, LLC, 400 South Gillette Avenue, Suite 106, Gillette.

Joe Waldner moved to adjourn the meeting. Guy Olson seconded. The meeting adjourned at 6:09 p.m.

Respectfully submitted,
Helenanne Cathey, Assistant to the Board

Guy Olson, President (307-660-9034)

Date

Joe Waldner, Vice President (307-299-8079)

Date

Judy Lumbardy, Secretary/Treas. (307-680-9874)

Date

North Rangeland Improvement & Service District Budget - 7/1/16 - 6/30/17										
Budget Hearing Date/Time: Thursday, July 21, 2016, 5:30 p.m. at Cathey Consulting - 400 South Gillette Avenue, Suite 106, Gillette.										
					7/1/14 - 6/30/15 ACTUAL	7/1/15 - 6/30/16 BUDGET	7/1/15 - 6/30/16 ACTUAL (Projected)	7/1/16 - 6/30/17 BUDGET	Notes	
Cash Carryover					12,863.37	18,775.46	18,775.46	14,400.00		
Revenue					11,220.00	39,978.26	28,924.07	13,220.00		
TOTAL					24,083.37	58,753.72	47,699.53	27,620.00		
Expenses										
	Administrative				2,576.93	2,675.00	2,615.50	2,675.00		
	Indirect				105.00	105.00	105.00	105.00		
	Operations				3,824.39	47,508.26	29,327.63	10,440.00		
	Net Revenue/Capital Improvements							0.00		
	Miscellaneous / Roll Over				0.00	8,465.46	0.00	14,400.00		
TOTAL					6,506.32	58,753.72	32,048.13	27,620.00		
Approval:						BUDGET MESSAGE:				
						The North Rangeland Improvement and Service District will continue to manage the roads for the District.				
		Kenneth Redinger, President								
		Judy Lumbardy, Secretary/Treasurer								

ACCRUAL Basis

			7/1/14 - 6/30/15 ACTUAL	7/1/15 - 6/30/16 BUDGET	7/1/15 - 6/30/16 ACTUAL (Projected)	7/1/16 - 6/30/17 BUDGET	Notes
Beginning Funds Balance / Cash on Hand			\$12,863.37	18,775.46	\$18,775.46	14,400.00	Cash on Hand Start of FY
Revenue							
	Assessments		11,220.00	11,220.00	11,220.00	11,220.00	\$55 per mo. X
	Assessments - July - October						17 lots
	Assessments - Nov. - March						(\$660 X 17)
	Interest - Assessments						
	Government Grants						
	SLIB Grant		0.00	12,504.13	12,504.13		
	Campbell County Distr. Support			3,750.00	1,931.19	2,000.00	Non-Drainage (25%)
	Campbell County Distr. Support		0.00	12,504.13	3,268.75		Drainage (50%)
	Total Government Grants		0.00	28,758.26	17,704.07	2,000.00	
	Total Revenue		11,220.00	39,978.26	28,924.07	13,220.00	
Total Revenue Plush Cash on Hand			24,083.37	58,753.72	47,699.53	27,620.00	
Expense							
	Administrative Expenses						
	Advertising		118.19	225.00	100.00	225.00	
	Bookkeeping / Administrative		2,400.00	2,400.00	2,400.00	2,400.00	\$200 / mo.
	District Set Up						
	Legal Fees						
	Office Supplies				65.50		
	Postage, Mailing Service		42.74	50.00	50.00	50.00	
	Printing and Copying		16.00				
	Travel						
	Total Administrative Expenses		2,576.93	2,675.00	2,615.50	2,675.00	
	Indirect Expenses						
	Insurance						
	Bond / Board		105.00	105.00	105.00	105.00	
	Insurance - Liab. / D & O						
	Total Indirect Expenses		105.00	105.00	105.00	105.00	

ACCRUAL Basis

			7/1/14 - 6/30/15 ACTUAL	7/1/15 - 6/30/16 BUDGET	7/1/15 - 6/30/16 ACTUAL (Projected)	7/1/16 - 6/30/17 BUDGET	Notes
		Operations Expenses					
		Engineering / Surveying	1,670.60				
		Mowing			250.00	250.00	
		Road Maintenance	2,153.79	6,000.00		690.00	
		Road Maintenance (Grant Eligible)				8,000.00	
		Road Project 2015-2016 - completed YTD			2,311.38		
		Road Project 2015-2016 - TO BE COMPLETED			26,766.25		
		Road Upgrades - Drainage		25,008.26			
		Road Upgrades - Rock / Non-drainage		15,000.00			
		Contingency					
		Snow Plow / Roads		1,500.00		1,500.00	
		Depreciation / Capital Savings Fund					
		Additional Road Project					
		Total Operations Expenses	3,824.39	47,508.26	29,327.63	10,440.00	
		Total Expense	6,506.32	50,288.26	32,048.13	13,220.00	
		Net / Capital Improvements / To Roll Over	4,713.68	-10,310.00	-3,124.06	0.00	
		Miscellaneous Expenses As Needed		8,465.46		14,400.00	Cash on Hand Start of FY
		Total Expenses / Capital Improvements / Miscellaneous		58,753.72		27,620.00	minus expenses over
		Grand Total Revenue plus Cash Minus All Expenses (s/b 0)		0.00		0.00	current yr. revenue
			6/30/2013	06/30/14	06/30/15	06/30/16 (Projected)	
		Bank Balance	\$8,395.15	12,863.37	18,775.46	14,400.00	
		Road Project Total Cost (2009-2013)	\$56,631.18				
		Road Project Total Cost (2015-2016)					
		TOTAL	\$56,631.18				
		Depreciate / 20 years / Per yr. depreciation	\$2,831.56				
		COUNTY GRANT STATUS:					
		8/9/16 – will be eligible for another \$14,278			State Grant Amount Remaining: \$12,504.13 = 50%		
		17 lots X \$1,500 per lot in any 5 year period = \$25,500 eligibility			Project = \$25,008.26		
		Also eligible for 50% of project costs for drainage (not subject to the \$1,500 per lot maximum)					
		\$50,000 maximum County Grant in any fiscal year.					
		33% reimbursement for roads that connect to another subdivision or District (\$1,500 max applies)					