

North Rangeland Improvement & Service District
Regular Meeting
MINUTES
Thursday, May 17, 2018, 5:30 p.m., Office of Cathey Consulting
400 S Gillette Ave., Suite 106, Gillette

BOARD MEMBERS PRESENT: Judy Lumbardy, Guy Olson
BOARD MEMBERS NOT PRESENT: Joe Waldner
OTHERS PRESENT: Helenanne Cathey

President Guy Olson called the meeting to order at 5:30 p.m.

- I. Minutes Approval** – Judy Lumbardy moved to approve the minutes for the March 15, 2018, regular meeting as presented. Guy Olson seconded. Motion carried unanimously. There was no meeting in April.
- II. Treasurer's Report** – The financial information was reviewed and is listed below. Judy Lumbardy moved to accept the Treasurer's Report and pay the bills as presented and as listed below. Guy Olson seconded. Motion carried unanimously.

Bank Balance End of Last Meeting:	\$18,135.79
Bills paid in April:	
Ck# 1139 Cathey Consulting Inv. 4357 – Mar. bks/adm./postage	\$201.50
Ck# 1140 Young Contracting Plow snow 3/28/18	\$240.00
05/10/18 Deposit – Assessments	\$2,970.00
Balance in Checking Account Prior to Meeting:	\$20,664.29
Bills paid this meeting:	
Ck# 1141 Cathey Consulting Inv. 4399 – Apr. bks/adm./postage	\$200.50
TOTAL BILLS:	\$200.50
Bank Balance End of Meeting:	\$20,463.79
Receivables Balance: \$2,310.00	

- III. Unfinished Business**
- a. Budget – The budget was reviewed. Guy Olson moved to approve the preliminary budget. Judy Lumbardy seconded. Motion carried unanimously. The budget is attached to these minutes. The following legal ad will run in the News-Record prior to the budget hearing.

LEGAL NOTICE OF PUBLIC BUDGET HEARING
NORTH RANGELAND IMPROVEMENT & SERVICE DISTRICT

North Rangeland Improvement and Service District will hold a public hearing to review the 7/1/18 – 6/30/19 budget followed by the regular District meeting to adopt the budget and conduct regular business at the office of Cathey Consulting at 400 South Gillette Avenue, Suite 106, Gillette, Wyoming, (City Hall Mall / K2 Technologies Building – entrance is on 4th Street across from Arrow Printing) on July 19, 2018, at 5:30 p.m. The budget is summarized below:

Expenses: Administrative \$2,770 / Indirect \$105.00 / Operations & Miscellaneous \$31,126
Revenue and Rollover: \$34,001

Assessment amounts will remain at last year's rate of \$660.00 per parcel. A complete copy of the budget is available online at www.catheyconsulting.net – North Rangeland Minutes for May 17, 2018.

To contact the District or for special accommodations for the hearing, call Helenanne Cathey at 307-685-8235.

IV. New Business

- a. Director Election – November 6, 2018 (Lumbardy – 4 year term) – The following legal ad will run in the News-Record on July 11, 2018.

NOTICE OF DIRECTOR ELECTION
NORTH RANGELAND IMPROVEMENT & SERVICE DISTRICT
CAMPBELL COUNTY, WYOMING

Public Notice is hereby given that on Tuesday, November 6, 2018, an election shall be held for the purpose of electing one Director to serve a four-year term on the Board of Directors of the North Rangeland Improvement & Service District. The election shall be conducted by mail ballot, and anyone entitled to vote shall receive a ballot with a return envelope stating the date and time the ballot must physically be in the hands of the election official. A polling place will be available at Cathey Consulting, 400 South Gillette Avenue, Suite 106, Gillette, on Tuesday, November 6, 2018, between 9:00 a.m. and 2:00 p.m.

Any qualified elector may run for Director by filing an application for election with the Secretary of the District between August 8, 2018, and August 28, 2018. An application may be obtained by calling Cathey Consulting at 307-685-8235 or going to www.catheyconsulting.net.

Judy Lumbardy, Secretary/Treasurer / Filing Officer
North Rangeland Improvement & Service District

- b. Judy Lumbardy moved to have Dave Young come out and blade while there is still some moisture in the ground and authorize him to bring in and spread up to 100 tons of J Base. Guy Olson seconded. Motion carried unanimously. Judy Lumbardy will call Dave Young.
- c. There was discussion on getting a sign up at Cross Lane and North Rangeland or Cross Lane and Sandy Trail that says “Dead End / No Outlet”. Helenanne Cathey will call the County and order a sign.

NEXT MEETING: Thursday, June 21, 2018, 5:30 p.m.

The District holds regular monthly meetings generally on the third Thursday of each month at 5:30 p.m. at the office of Cathey Consulting, LLC, 400 South Gillette Avenue, Suite 106, Gillette. The next meeting date and time will be confirmed at each meeting and is subject to change depending on Board member schedules. 2018 meeting dates:

July 19, 2018	August 16, 2018	September 20, 2018
October 18, 2018	November 15, 2018	December 20, 2018

Guy Olson adjourned the meeting at 5:46 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

Budget - North Rangeland I & S District - 7/1/18 - 6/30/19				
Budget Hearing July 19, 2018, 5:30 p.m. at office of Cathey Consulting / PO Box 283, Rozet, WY 82727				
	Actual	Budget	Actual (EST)	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
Revenue				
Assessments (17 X \$660 = \$55/mo)	11,220	11,220	11,220	11,220
Assessments - Interest			11	
Grants - County		0		0
Interest				
Other Fees				
Receivables - End of Prior FY				330
TOTAL REVENUE	11,220	11,220	11,231	11,550
CASH CARRYOVER	5,250	24,392	24,392	22,451
TOTAL REVENUE PLUS CASH CARRYOVER	16,470	35,612	35,623	34,001
Expenditures				
Administrative				
Contract Admin./Bookkeeping (200 X 12)	2,400	2,400	2,400	2,520
Contract Legal				
Office / Postage / Advertising / Other	238	275	200	250
Travel				
TOTAL ADMINSTRATIVE	2,638	2,675	2,600	2,770
Indirect				
Insurance - Liab., Bonding	105	105	105	105
Insurance - Property				
TOTAL INDIRECT COSTS	105	105	105	105
Operations				
Misc (Cash Carryover less reserves)		21,916		22,451
Mowing	600	300		300
Roads - Misc. Work	183	9,116	10,107	7,075
Roads - Grant Eligible				
Snow Plow Roads	345	1,500	360	1,000
Payables - End of Prior FY				300
TOTAL OPERATIONS COSTS	1,128	32,832	10,467	31,126
TOTAL EXPENDITURES	3,871	35,612	13,172	34,001
Capital Improvements / Reserves				
Deposits into Reserves				
Payments from Reserves				
TOTAL DEPOSITS TO RESERVES	0	0	0	0
TOTAL EXP. PLUS NET RESERVES	3,871	35,612	13,172	34,001
Receivables Start of FY	17,047		330	
Payables Balance Start of FY	5,223		300	
	7/1/2016	7/1/2017	7/1/2017	7/1/2018 (EST)
BEGINNING OF FISCAL YEAR BALANCES				
GENERAL FUNDS	5,250	24,392	24,392	22,451
RESERVES BALANCES				
RESTRICTED FUND BALANCES				
TOTAL FUNDS BEGINNING OF YEAR	5,250	24,392	24,392	22,451
Receivables Balance End of FY	330		330	
Payables Balance End of FY	300		300	
End of Year Bank Balance	24,393		22,451	
Net per year (Revenue minus Expens.)	7,349	-2,476	-1,941	0
Net (including cash carryover)	12,599	0	22,451	0

Rec. - End of Prior Yr

(5% Incr. = \$210)

Payables End of prior FY

Budget Message: The District manages the roads. The assessment will stay the same this next fiscal year. No major capital improvements are expected other than adding more rock to the roads. The District does not have any reserves. The District maintains enough funds in the account to deal with road maintenance and road repairs as needed.

Board Member Signature

Board Member Signature

Directors: Judy Lumbardy (Sec./Treas.) term ends Nov., 2018 / Guy Olson (Pres.) & Joe Waldner (Vice Pres.) terms end Nov., 2020
Meetings are the third Thursday of each month at 5:30 p.m. at 400 S Gillette Ave., Suite 106, Gillette.
Records are stored at 400 S Gillette Ae, Suite 106, Gillette.