

North Rangeland Improvement & Service District
Regular Meeting
MINUTES
Thursday, April 20, 2023, 5:30 p.m., Office of Cathey Consulting
400 S Gillette Ave., Suite 106, Gillette

BOARD MEMBERS PRESENT: Guy Olson, Joe Waldner
BOARD MEMBERS APPROVED ABSENT: Jed Davies
OTHERS PRESENT: Helenanne Cathey

Guy Olson called the meeting to order at 5:36 p.m.

- I. Minutes Approval** – Joe Waldner moved to approve the minutes for the January 19, 2023, regular meeting as presented. Guy Olson seconded. Motion carried unanimously. There was no meeting in February or March.
- II. Treasurer's Report** – The financial information was reviewed. Joe Waldner 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:		\$41,489.62
02/16/23 Ck# 1224 – Cathey Consulting – Inv. 6908 – Jan. Admin./Bookkeeping/Compliance		\$210.00
03/09/23 Deposit – Assessments		\$240.00
03/20/23 Ck# 1225 – Cathey Consulting – Inv. 6950 – Feb. Admin./Bookkeeping/Compliance		\$210.00
03/20/23 Ck# 1226 – Wyoming Earthmoving Corp. – Snow removal		\$529.65
04/10/23 Deposit – Assessments		\$480.00
Bank Balance Prior to Meeting:		\$41,259.97
Bills Paid		
Ck# 1227 Cathey Consulting	Inv. 6996 – Mar. books/admin/postage	\$210.00
Ck# 1228 PS Services	Inv. 12344 – Snow removal 12/14/22 & 12/16/22	\$1,035.00 \$805.00
	Inv. 12408 – Snow removal 1/3/23	\$230.00
Total Bills		\$1,245.00
Bank Balance after Bill Payments:		\$40,014.97
Receivables Balance:		\$3,120.00

- III. Unfinished Business**
- a. Wade Rodne provided an updated map of current residents.
- IV. New Business**
- a. The Wyoming Association of Special Districts is an organization that advocates for special districts and also provides training for board members. The state will be requiring all board members to attend an approved training program sometime in the next fiscal year, and the association's training should meet the requirements. The cost to become a member is \$75 for the District.
- b. There was discussion on having some blading done and several loads of rock spread on spots that need it (at least four to five loads) including areas on North Rangeland Lane from the corner of North Heptner to the corner of Cross Lane/Sandy Trail, Sandy Trail and North Rangeland Lane numbers 16 to 24.
- c. Budget for 7/1/23 – 6/30/24 – The budget was reviewed and updated. Joe Waldner moved to approve the proposed budget as discussed. Guy Olson seconded. Motion carried unanimously. The budget is attached to these minutes. The following legal ad will be run in the News-Record on July 11, 2023.

**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 7/1/23 – 6/30/24 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 20, 2023, at 5:30 p.m. The budget is summarized below:

Expenses: Administrative \$2,920 / Indirect \$105 / Operations & Miscellaneous \$48,912
Revenue and Rollover: \$51,937

The assessment will stay at \$480. A complete copy of the budget is available online at www.catheyconsulting.net – North Rangeland Minutes for April 20, 2023.

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

NEXT MEETING: Thursday, May 18, 2023, 5:30 p.m. (Regular Meeting)

2023 MEETINGS:

Thurs., May 18, 2023, 5:30 p.m. / Thurs., June 15, 2023, 5:30 p.m.

Thurs., July 20, 2023, 5:30 p.m. / Thurs., Aug. 17, 2023, 5:30 p.m. / Thurs., Sep. 21, 2023, 5:30 p.m.

Thurs., Oct. 19, 2023, 5:30 p.m. / Thurs., Nov. 16, 2023, 5:30 p.m. / Thurs., Dec. 21, 2023, 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.

Joe Waldner moved to adjourn the meeting. Guy Olson seconded. The meeting adjourned at 5:55 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

Jed Davies, Secretary/Treasurer (307-689-0569)

Date

Budget - North Rangeland I & S District - 7/1/2023 - 6/30/2024				
Budget Hearing Thursday, July 20, 2023, 5:30 p.m. at office of Cathey Consulting / PO Box 283, Rozet, WY 82727				
	Actual (F32)	Budget	Actual (EST)	Budget
	7/1/21 - 6/30/22	7/1/22 - 6/30/23	7/1/22 - 6/30/23	7/1/23 - 6/30/24
Revenue				
Assessments - 17 X \$480	8,160	8,160	8,160	8,160
Assessments - Interest	43	20	44	20
Grants - County		1,000		1,000
Interest				
Other Fees				
Receivables - End of Prior FY				0
TOTAL REVENUE	8,203	9,180	8,204	9,180
CASH CARRYOVER	39,280	40,707	39,703	42,757
TOTAL REVENUE PLUS CASH CARRYOVER	47,483	49,887	47,907	51,937
Expenditures				
Administrative				
Contract Admin./Bookkeeping (210 X 12)	2,520	2,520	2,520	2,520
Contract Legal				
Office / Postage / Advertising / Other	125	400	250	400
Travel				
TOTAL ADMINSTRATIVE	2,645	2,920	2,770	2,920
Indirect				
Insurance - Liab., Bonding	105	105	105	105
Insurance - Property				
TOTAL INDIRECT COSTS	105	105	105	105
Operations				
Misc (Cash Carryover less reserves)		40,707		42,757
Mowing	0		0	
Roads - Misc. - Blading, Mowing, etc.	4,723	4,655	500	4,655
Roads - Grant Eligible				
Snow Plow Roads	967	1,500	1,565	1,500
Payables - End of Prior FY				0
TOTAL OPERATIONS COSTS	5,690	46,862	2,065	48,912
TOTAL EXPENDITURES	8,440	49,887	4,940	51,937
Capital Improvements / Reserves				
Deposits into Reserves				
Payments from Reserves				
TOTAL DEPOSITS TO RESERVES	0	0	0	0
TOTAL EXP. PLUS NET RESERVES	8,440	49,887	4,940	51,937
Receivables Start of FY	660		0	
Payables Balance Start of FY	210		210	
	6/30/2021	6/30/2022 (EST)	6/30/2022	6/30/2023 (EST)
BEGINNING OF FISCAL YEAR BALANCES				
GENERAL FUNDS	39,280	40,707	39,703	42,757
RESERVES BALANCES				
RESTRICTED FUND BALANCES				
TOTAL FUNDS BEGINNING OF YEAR	39,280	40,707	39,703	42,757
Receivables Balance End of FY	0			
Payables Balance End of FY	210			
End of Year Bank Balance	39,703		42,757	
Net per year (Revenue minus Expens.)	-237	0	3,264	0
Net (including cash carryover)	39,043	0	42,967	0

\$480 per yr.

Budget Message: The District manages the roads. Rates will stay the same. No major capital improvements are expected other than adding more rock to the roads and blading. 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: Jed Davies (Sec./Treas.) term ends Nov., 2026 / Guy Olson (Pres.) & Joe Waldner (Vice Pres.) terms end Nov., 2024

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.