

North Rangeland Improvement & Service District
Regular Meeting
MINUTES
Thursday, May 16, 2019, 5:30 p.m., Office of Cathey Consulting
400 S Gillette Ave., Suite 106, Gillette

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

Joe Waldner called the meeting to order at 5:30 p.m.

- I. Minutes Approval** – Judy Lumbardy moved to approve the minutes for the March 21, 2019, regular meeting as presented. Joe Waldner seconded. Motion carried unanimously. There was no meeting in April due to the lack of a quorum.
- 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. Joe Waldner seconded. Motion carried unanimously.

Bank Balance End of Last Meeting:			\$22,076.36
04/10/19	Deposit – Assessments	\$330.00	
05/10/19	Deposit – Assessments	\$1,320.00	
Bills paid:			
Ck# 1160	Cathey Consulting	Inv. 4867 – Mar. bks/adm./postage	\$211.65
Ck# 1161	Cathey Consulting	Inv. 4916 – Apr. bks/adm./postage	\$210.00
TOTAL BILLS PAID THIS MEETING:			\$421.65
Bank Balance End of Meeting:			\$23,304.71
Receivables Balance: \$3,300.00			

III. Unfinished Business

- Sign installed – “No Outlet” sign will be posted as soon as possible.
- Road work – There was discussion on roads, and the consensus is to wait to do anything on the roads until it dries up a bit. There are a couple of spots that need rock, and the roads need bladed. Judy Lumbardy will call PS Services regarding blading on a regular basis and rock.
- Budget for 7/1/19 – 6/30/20 – The budget was reviewed and updated. Judy Lumbardy moved to approve the preliminary budget as discussed. Joe Waldner seconded. Motion carried unanimously. The budget is attached to these minutes. The following legal ad will run in the News-Record at least a week prior to the budget hearing in July.

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 7/1/19 – 6/30/20 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 18, 2019, at 5:30 p.m. The budget is summarized below:

Expenses: Administrative \$2,920 / Indirect \$105.00 / Operations & Miscellaneous \$30,286
Revenue and Rollover: \$33,311

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 16, 2019.

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

IV. New Business

- a. New homeowners – Judy Lumbardy will contact a couple of homeowners that we don't have e-mails for so we can get them added to the e-mail list.
- b. Joe Waldner moved to designate Helenanne Cathey as the District's public records person. Judy Lumbardy seconded. Motion carried unanimously. A form was completed to submitted as required.

NEXT MEETING: Thursday, June 20, 2019, 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.

2019 meeting dates:

January 17, 2019	February 21, 2019	March 21, 2019
April 18, 2019	May 16, 2019	June 20, 2019
July 18, 2019	August 15, 2019	September 19, 2019
October 17, 2019	November 21, 2019	December 19, 2019

Joe Waldner moved to adjourn the meeting. Judy Lumbardy seconded. The meeting adjourned at 5:42 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 - 7/1/2019 - 6/30/2020				
Budget Hearing July 18, 2019, 5:30 p.m. at office of Cathey Consulting / PO Box 283, Rozet, WY 82727				
	Actual	Budget	Actual (EST)	Budget
	7/1/17 - 6/30/18	7/1/18 - 6/30/19	7/1/18 - 6/30/19	7/1/19 - 6/30/20
Revenue				
Assessments (17 X \$660 = \$55/mo)	11,220	11,220	11,220	11,220
Assessments - Interest	10		0	
Grants - County		0		0
Interest				
Other Fees				
Receivables - End of Prior FY		0		0
TOTAL REVENUE	11,230	11,220	11,220	11,220
CASH CARRYOVER	24,392	22,572	22,572	22,091
TOTAL REVENUE PLUS CASH CARRYOVER	35,622	33,792	33,792	33,311
Expenditures				
Administrative				
Contract Admin./Bookkeeping (210 X 12)	2,600	2,520	2,520	2,520
Contract Legal				
Office / Postage / Advertising / Other	109	250	375	400
Travel				
TOTAL ADMINSTRATIVE	2,709	2,770	2,895	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)		22,341		22,091
Mowing		300	300	300
Roads - Misc. Work	10,107	7,075	6,934	6,395
Roads - Grant Eligible				
Snow Plow Roads	360	1,000	1,266	1,500
Payables - End of Prior FY		201		0
TOTAL OPERATIONS COSTS	10,467	30,917	8,500	30,286
TOTAL EXPENDITURES	13,281	33,792	11,500	33,311
Capital Improvements / Reserves				
Deposits into Reserves				
Payments from Reserves				
TOTAL DEPOSITS TO RESERVES	0	0	0	0
TOTAL EXP. PLUS NET RESERVES	13,281	33,792	11,500	33,311
Receivables Start of FY	330		0	
Payables Balance Start of FY	300		201	
	6/30/2017	6/30/2018	6/30/2018	6/30/2019
BEGINNING OF FISCAL YEAR BALANCES				
GENERAL FUNDS	24,392	22,572	22,572	22,091
RESERVES BALANCES				
RESTRICTED FUND BALANCES				
TOTAL FUNDS BEGINNING OF YEAR	24,392	22,572	22,572	22,091
Receivables Balance End of FY	0			
Payables Balance End of FY	201			
End of Year Bank Balance	22,572		22,091	
Net per year (Revenue minus Expend.)	-2,051	-231	-280	0
Net (including cash carryover)	22,341	0	22,292	0
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 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: Judy Lumbardy (Sec./Treas.) term ends Nov., 2022 / 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.