

Rafter D Improvement & Service District
Regular Meeting Minutes
Monday, April 8, 2024, 6:15 p.m.
400 South Gillette Avenue, Suite 106, Gillette

BOARD MEMBERS PRESENT: Gary Bissonette, Albert Hernandez, Scott Peyrot
OTHERS PRESENT: Helenanne Cathey, Stacie Hernandez

Scott Peyrot called the meeting to order at 6:20 p.m.

I. Customer / Billing Concerns

None

II. Minutes – Minutes are posted online and e-mailed to those who provide their e-mail addresses. Scott Peyrot moved to approve the minutes for the regular meeting on March 14, 2024, as written. Albert Hernandez seconded. Motion carried unanimously.

III. Treasurer's Report – The Treasurer's Report and financial information were reviewed. Scott Peyrot moved to accept the Treasurer's Report and pay the bills as discussed and listed below. Albert Hernandez seconded. Motion carried unanimously.

Bank Balance at End of Last Meeting:		\$16,857.27
Water Deposits 3/1-3/11/24	\$200.00	
Adjusted Balance Forward:		\$17,057.27
Water Deposits 3/12-3/31/24:	\$915.00	
Powder River Energy – Electricity 2/1-3/1/24		\$347.01
Acct 3230728	\$185.10	
Acct 3284226	\$161.91	
Interest 3/31//24:	\$6.97	
Assessments Deposits 04/05/24:	\$300.00	
Xpress bill pay deposit 04/05/24:	No statement yet.	
Bank Balance Prior to Meeting;		\$17,932.23
Bills Paid at Current Meeting		

CHK #	VENDOR	PURPOSE	AMOUNT
AUTO	City of Gillette	Inv. 1835063 – regional Water 3/5-4/2/24 0 gallons	\$96.00
AUTO	Powder River Energy	Acct 3230728 3/1-4/1/24 Acct 3284226 3/1-3/1/24	No bill yet. No bill yet.
1289	Cathey Consulting	Inv. 7532 – Mar. Admin./Books/Compliance	\$393.75
1290	Local Gov't Liab. Pool	Inv. 15100 – Dir. & Officers & Liab. Insurance 7/1/24 – 6/30/25	\$600.00
1291	Water Guy	Inv. 2024-263 – Mar. Water Op./Meter Rdgs/ Billing \$789.80	\$827.30
		Inv. 2024-301 – Locates 2/23/24 \$37.50	
TOTAL BILLS PAID:			\$1,917.05
Bank Balance End of Meeting:			\$16,015.18
Receivables balances were reviewed.			

IV. Water System Update – Water system and billing reports were available.

V. Unfinished Business

- a. Spectrum / Petition for those interested in service – No update.
- b. Scott Peyrot and Albert Hernandez contacted people who had served on the Board in the past, but they were not interested in serving on the Board at this time. Gary Bissonette has been attending meetings and volunteered to serve on the Board. Scott Peyrot moved to appoint Gary Bissonette to the Board to serve until the next election. Albert Hernandez seconded. Motion carried unanimously.

- c. Budget for 7/1/24 – 6/30/25 – The budget hearing will be June 24, 2024. Scott Peyrot moved to approve the proposed budget. Albert Hernandez 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.

**LEGAL NOTICE OF PUBLIC BUDGET HEARING
RAFTER D IMPROVEMENT & SERVICE DISTRICT**

Rafter D Improvement & Service District will hold a public hearing to review the 7/1/24 – 6/30/25 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 Monday, June 24, 2024, 6:00 p.m. Budget summary:

Expenses: Administrative \$5,125 / Indirect \$600 / Operations \$42,765
Revenue / Cash Carryover: \$48,490

No change in rates is anticipated. A complete copy of the budget is available online at www.catheyconsulting.net – Rafter D Minutes from April 8, 2024.

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

VI. New Business

a.

Scott Peyrot moved to adjourn. Albert Hernandez seconded. The meeting was adjourned at 6:46 p.m.

Next Meeting: Monday, June 24, 2024, 6:00 p.m. (Regular Meeting)

MEETINGS ARE HELD AT THE OFFICE OF CATHEY CONSULTING AT 400 SOUTH GILLETTE AVENUE, SUITE 106, GILLETTE, WYOMING (K² TECHNOLOGIES BUILDING – USE ENTRANCE ON 4TH STREET).

Respectfully submitted,
Helenanne Cathey, Assistant to the Board

Albert Hernandez, Treasurer (626-372-3645) / Date

Scott Peyrot, Secretary (307-680-1658) / Date

Gary Bissonette, Director / Date

Budget - Rafter D ISD - 7/1/24 - 6/30/25				
Budget Hearing: Monday, June 24, 2024, 6:00 p.m. at office of Cathey Consulting / PO Box 432, Gillette, WY 82717				
	Actual (F32)	Budget	Actual (EST)	Budget
	7/1/22 - 6/30/23	7/1/23 - 6/30/24	7/1/23 - 6/30/24	7/1/24 - 6/30/25
CASH CARRYOVER	31,955	19,823	14,516	18,016
Revenue				
Assessments	4,200	4,200	4,200	4,200
Assessments - Interest	12	50	5	50
Customer Billing	20,493	22,500	20,000	22,500
Grants - County	2,000	3,694		3,694
Interest from bank	43	30		30
TOTAL REVENUE	26,748	30,474	24,205	30,474
TOTAL REVENUE PLUS CASH CARRYOVER	58,703	50,297	38,721	48,490
Expenditures				
Capital Expenditures				
Administrative	5,288	5,125	5,000	5,125
Operations	31,164	44,672	14,700	42,765
Indirect	500	500	600	600
TOTAL EXPENDITURES	36,952	50,297	20,300	48,490
Reserves-Amount to be Added				
Reserves-Amount to be spent				
Ending Reserves balance				
Receivables Start of FY	(386)		1,146	
Payables Balance Start of FY	7,254		1,551	
Undeposited Funds (Xpress Bill Pay)				
	6/30/2022	6/30/23 (EST)	6/30/2023	6/30/24 (EST)
BEGINNING OF FISCAL YEAR BALANCES				
GENERAL FUNDS	31,955	19,823	14,516	18,016
RESERVES BALANCES				
TOTAL FUNDS BEGINNING OF YEAR	31,955	19,823	14,516	18,016
Receivables Balance End of FY	1,146			
Payables Balance End of FY	1,551			
Undeposited Funds (Xpress bill pay)				
End of Year Bank Balance	14,516		18,016	
Undeposited Funds were included in the General Fund 22-23 Actual				
Net per year (Revenue minus Expenses)	21,751	0	18,421	0

Budget Message: Rafter D ISD manages the water system and roads. The assessment for roads will continue this next fiscal year for ongoing road work. There are no dedicated reserves. No change in rates or assessment is anticipated.

Board Member Signature _____ Board Member Signature _____

Directors: Gary Bissonette, (Director) term ends Nov., 2024 / Scott Peyrot (Secretary) & Albert Hernandez (Treasurer) terms end Nov., 2026
The next meeting date is scheduled at each meeting and published in the minutes and on the monthly statements and online at www.catheyconsulting.net. Meetings are held at 400 S Gillette Ave., Suite 106, Gillette. Records are stored at 400 S Gillette Ave., Suite 106, Gillette.

Rafter D	Feet	Miles	Roads Amount Estimated 6/30/24:	
Flying D Ave	1,348	0.26		
Rafter D Drive	1,294	0.25	24-25 Assessment:	\$10,576.07
Stone Gate Ave	1,284	0.24	24-25 RoadWork	\$4,200.00
Lazy D Ave	1,737	0.33		
TOTAL	5,663	1.07	Balance 6/30/25:	\$14,776.07