

**RUSTIC HILLS IMPROVEMENT & SERVICE DISTRICT
REGULAR MEETING
MINUTES
Wednesday, May 11, 2022, 4:00 p.m.
400 South Gillette Avenue, Suite 106 (Office of Cathey Consulting, LLC)**

Board Members Present: Jane Datisman, Char Mashak
Board Members Not Present: Ron Schabot
Others Present: Helenanne Cathey, Tom Mashak

Char Mashak called the meeting to order at 4:00 p.m.

- I. Minutes Approval** – Char Mashak moved to approve the March 9, 2022, regular meeting minutes as presented. Jane Datisman seconded. Motion carried unanimously.
- II. Treasurer’s Report Acceptance / Bills** – The Treasurer’s Report was reviewed. Char Mashak moved to accept the Treasurer’s Report and pay bills as presented. Jane Datisman seconded. Motion carried unanimously.

Checking Account Balance at the end of the last meeting:	\$28,215.23
03/10/22 Deposit – Assessments	\$410.00
04/11/22 Deposit – Assessments	\$410.00
05/10/22 Deposit – Assessments	\$2,870.00
Checking Account Balance Prior to Meeting:	\$31,905.23

BILLS PAID AT CURRENT MEETING:

Ck#	Vendor	Purpose	Amount
1539	Cathey Consulting, LLC	Inv. 6511 – Mar Adm./Books/Mailing \$245.00	\$455.00
		Inv. 6550 – Apr. Adm./Books \$210.00	
1540	Local Gov’t Liab. Pool	Inv. 13764 – Insurance 7/1/22-6/30/23	\$500.00
1541	Quality Agg & Construction	Inv. 46784 – Rip rap / belly dump & tractor	\$636.10
1542	Terrance Masteller	Inv. 605835 – Blade roads 3/22/22 \$450.00	\$950.00
		Inv. 605833 – Blade roads 4/27/22 \$500.00	

TOTAL: \$2,541.10

Bank Balance After Bills: \$29,364.13

Receivables Balance: \$7,380.00 (Assessments)

III. Unfinished Business

- a.** Road Work – There was discussion on areas on the road that need rock. Char Mashak moved to approve up to five loads of rock for the places that need it. Jane Datisman seconded. Motion carried unanimously. One of the Board members will contact Ron Schabot to see if he will contact the contractor to get the rock coming.

Cattleguard repairs / cleaning – replace the wood that is rotting, repairs to keep it from sinking, etc. *(to be addressed in the spring)* – There was discussion. This can hopefully be taken care of at the end of this month or the end of June.

Rip Rap added in areas that need it – This was completed.

- b.** Budget for 7/1/22 – 6/30/23 – The budget was reviewed and updated. Char Mashak moved to approve the proposed budget as discussed and run the following legal ad on July 5, 2022. Jane Datisman seconded. Motion carried unanimously. The budget is attached to these minutes.

**LEGAL NOTICE OF PUBLIC BUDGET HEARING
RUSTIC HILLS IMPROVEMENT & SERVICE DISTRICT**

Rustic Hills Improvement and Service District will hold a public hearing to review the 7/1/22 – 6/30/23 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 Wednesday, July 13, 2022, at 4:00 p.m. Budget Summary:

Expenses: Administrative \$3,300 / Indirect \$650 / Operations \$69,885
Revenue and Rollover: \$73,835

Assessments will be the same as last year - \$820 per landowner (35 landowners). The complete proposed budget is available online at www.catheyconsulting.net – Rustic Hills meeting minutes for 05/11/22. To contact the District or to request special accommodations for the hearing, call Cathey Consulting at 307-685-8235.

IV. New Business

a. None

V. Next meeting: Wednesday, July 13, 2022, 4:00 p.m. (Budget Hearing / Regular Meeting) at the office of Cathey Consulting, 400 South Gillette Avenue, Suite 106, Gillette (City Hall Mall / K2 Technologies building – entrance is on 4th Street across from Arrow Printing).

VI. Adjourn – Jane Datisman moved to adjourn. Char Mashak seconded. The meeting adjourned at 4:11 p.m.

Respectfully Submitted,
Helenanne Cathey, Assistant to the Board

Ron Schabot, President / 307-680-2459 / Date

Char Mashak, Vice President / 307-660-8302 / Date

Jane Datisman, Secretary/Treasurer / 307-686-0353 / Date

Budget - Rustic Hills ISD - 7/1/2022 - 6/30/2023

Budget Hearing: Wednesday, July 13, 2022, 4:00 p.m. at office of Cathey Consulting / Mailing addr: #1 Rustic Hills Rd, Rozet, WY 82727

	Actual (F32)	Budget	Actual (EST)	Budget
	7/1/20 - 6/30/21	7/1/21 - 6/30/22	7/1/21 - 6/30/22	7/1/22 - 6/30/23
Revenue				
Assessments (35 lots assessed \$820 each)	28,700	28,700	28,700	28,700
Assessments - Interest	79	100	46	100
Grants - County (25% of grant elig.)		6,250		8,750
Other Revenue	0		0	
<i>Receivables End of Prior FY</i>		820		0
TOTAL REVENUE	28,779	35,870	28,746	37,550
CASH CARRYOVER	24,019	23,709	23,710	36,285
TOTAL REVENUE PLUS CASH CARRYOVER	52,798	59,579	52,456	73,835
Expenditures				
Administrative				
Contract Admin./Bookkeeping (\$225/mo.)	2,570	2,700	2,600	2,700
Contract Legal				
Office / Advertising / Postage	138	600	500	600
TOTAL ADMINISTRATIVE	2,708	3,300	3,100	3,300
Indirect				
Insurance - Bond	126	150	126	150
Insurance - Directors & Officers/Liability	500	500	500	500
TOTAL INDIRECT COSTS	626	650	626	650
Operations				
<i>Misc. Road Work (Cash carryover less amt. needed for project)</i>		23,709		28,785
Blade Snow / Ice			500	
Road Upgrades / Repairs / Maintenance / Rock	12,646	6,403	12,248	6,100
Road Project (grant eligible.)		25,000		35,000
Other Road Related (cattleguards, fencing, etc.)				
<i>Payables End of Prior FY</i>		517		0
TOTAL OPERATIONS COSTS	12,646	55,629	12,748	69,885
TOTAL EXPENDITURES	15,980	59,579	16,474	73,835
Capital Improvements / Reserves				
Deposits into Reserves				
Payments from Reserves				
TOTAL DEPOSITS TO RESERVES	0	0	0	0
TOTAL EXP. PLUS NET RESERVES	15,980	59,579	16,474	73,835
Receivables Start of FY	6,478		820	
Payables Balance Start of FY	19,284		517	
	6/30/2020	6/30/2021 (EST)	6/30/2021	6/30/2022 (EST)
BEGINNING OF FISCAL YEAR BALANCES				
GENERAL FUNDS	24,019	23,709	23,710	36,285
RESERVES BALANCES				
RESTRICTED FUND BALANCES				
TOTAL FUNDS BEGINNING OF YEAR	24,019	23,709	23,710	36,285
Receivables Balance End of FY	820			
Payables Balance End of FY	517			
End of Year Bank Balance	23,709		36,285	
Net per year (Current Yr. Revenue minus Expenses)	12,799	0	12,272	-7,500
Net (including cash carryover)	36,818	0	35,982	0

Budget Message: The District manages the roads. Rates are anticipated to stay the same. The District has no reserves at this time.

Board Member Signature _____

Board Member Signature _____

Directors: Ron Schabot (Pres.) and Jane Datisman (Sec./Treas.) terms end Nov., 2023 / Char Mashak (Vice Pres.) term ends Nov., 2025

Regular meetings - next meeting date set at each meeting.

Records are stored at 400 S Gillette Ave, Suite 106, Gillette.