

Gavin Sneathen – 3 votes
Oaths were completed as required.

IV. New Business

- a. Election of officers – John Melgaard, Jr. moved to keep the same slate of officers for the next year (Gavin Sneathen, President / Justin Hillius, Vice President / John Melgaard, Jr., Secretary/Treasurer). Justin Hillius seconded. Motion carried unanimously.
- b. Budget for 7/1/20 – 6/30/21 – The budget for the next fiscal year was reviewed and updated. The budget hearing is scheduled for June 30, 2020. The preliminary budget was finalized and 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
SMALL BUTTES IMPROVEMENT & SERVICE DISTRICT**

Small Buttes Improvement & Service District will hold a public hearing to review the 7/1/20 – 6/30/21 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 Tuesday, June 30, 2020, at 6:00 p.m. The proposed budget is summarized below and is available online at www.catheyconsulting.net with the 4/27/20 meeting minutes:

Expenses: Administrative \$2,500 / Indirect \$500 / Operations & Misc. \$18,423
Revenue / Rollover: \$21,423

No change in rates is anticipated, and the annual assessment will remain at \$600 per lot.

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

Gavin Sneathen moved to adjourn the meeting. Justin Hillius seconded. The meeting adjourned at 6:45 p.m.

NEXT REGULAR MEETING: Tuesday, June 30, 2020, 6:00 p.m. at the Office of Cathey Consulting, 400 South Gillette Avenue, Suite 106 (K² Technologies building – entrance is on 4th Street across from Arrow Printing).

NOTES:

- **A number of landowners in the District occasionally work on the roads – blading the roads, fixing fence, repairing roads and ditches as needed, installing posts, etc.**
- **Any homeowner who would like to receive minutes and updates by e-mail can call Helenanne Cathey at 685-8235 or e-mail her at hlcathey@collinscom.net to be added to the e-mail list. Minutes are also posted online at www.catheyconsulting.net.**
- **10/10/18 Motion: A Board member is authorized to call out a contractor to work on the roads, spending up to \$1,500 for blading/road work if needed, without having to call a special meeting.**

Respectfully submitted,
Helenanne Cathey, Assistant to the Board

Gavin Sneathen, President / Date

Justin Hillius, Vice President / Date

John Melgaard, Jr., Secretary/Treasurer / Date

Budget - Small Buttes ISD - 7/1/2020 - 6/30/2021

Budget Hearing: Tuesday, June 30, 2020, 6:00 p.m. at 400 S Gillette Ave, Suite 106, Gillette / Small Buttes ISD, PO Box 4128, Gillette, WY 82717

	Actual (F32)	Budget	Actual (ESTIMATED)	Budget
	7/1/18 - 6/30/19	7/1/19 - 6/30/20	7/1/19 - 6/30/20	7/1/20 - 6/30/21
TOTAL FUNDS ON HAND START OF FY	4,764	8,836	9,751	9,256
Revenue				
Assessments (\$600 X 17 lots)	10,200	10,200	10,200	10,200
Assessments (People's ISD - Ant. Val. St.- \$200X7)	1,400	1,400	1,400	1,400
Assessments - Ward (Reimb. 17-18 and 19-20)	200	200	200	200
Assessments - Interest	14		0	
Grants - County		367		367
Receivables End of Prior Year		3,100		0
TOTAL REVENUE	11,814	15,267	11,800	12,167
TOTAL CASH ON HAND + REVENUE	16,578	24,103	21,551	21,423
Expenditures				
Administrative				
Contract Admin./Bks (\$160/mo.)	1,920	2,000	1,970	2,000
Contract Legal				
Contract Accounting/Auditing				
Office/Adver./Postage/Collec./ +	184	500	320	500
Miscellaneous				
Travel				
TOTAL ADMINSTRATIVE	2,104	2,500	2,290	2,500
Indirect				
Insurance - Liab., Bonding	500	500	500	500
Insurance - Property				
Miscellaneous				
TOTAL INDIRECT COSTS	500	500	500	500
Operations				
Miscellaneous (Rollover)		8,836		9,256
Roads	5,148	10,440	11,345	7,700
Road Projects (Grant Eligible)		1,467		1,467
Ward (Reimb.)	200	200	200	0
Payables End of Prior Yr		160		0
TOTAL OPERATIONS COSTS	5,348	21,103	11,545	18,423
TOTAL EXPENDITURES	7,952	24,103	14,335	21,423
DEDICATED TO RESERVES		0		0
YEARLY REVENUE - EXPENSES (NO MISC.)	3,862	0	-2,535	0
TOTAL REVENUE MINUS TOTAL EXPENSES	8,626	0	7,216	0
Receivables Start of FY	3,464		2,200	
Payables Balance Start of FY	300		160	
	6/30/2018	6/30/19 (EST)	6/30/2019	6/30/20 (EST)
BEGINNING OF FISCAL YEAR BALANCES				
GENERAL FUNDS	4,764	8,836	9,751	9,256
RESERVES BALANCES				
TOTAL FUNDS BEGINNING OF YEAR	4,764	8,836	9,751	9,256
Receivables Balance End of FY	2,200			
Payables Balance End of FY	160			
End of Year Bank Balance	9,750		9,256	

Budget Message: Small Buttes ISD manages the roads. Fees will stay the same this next fiscal year. No major projects are planned at this time. The District does not have any reserves.

Board Member Signature _____

Board Member Signature _____

Directors: Gavin Sneathen, (Pres.) term ends Mar., 2024 / Justin Hillius (Vice Pres.) and John Melgaard, Jr. (Sec./Treas.) terms end Mar., 2022
 The District holds a regular meeting approximately four times a year. The next meeting date is scheduled at each meeting.
 Records are stored at 400 S Gillette Ae, Suite 106, Gillette.