Southern Industrial Improvement & Service District
Regular Meeting Minutes
Wednesday, April 26, 2017, 6:00 p.m.
Cathey Consulting, LLC, 400 South Gillette Avenue, Suite 106, Gillette, WY

Board Members Present:	Larry Sjolin, Scott Brady
Board Members Approved Absent:	Jeff Murdock
Others Present:	Helenanne Cathey, Jim Edwards

Larry Sjolin called the meeting to order at 6:19 p.m.

I. District Dissolution – The Board discussed the process to dissolve the District with attorney Jim Edwards. Since the District has been annexed into the City, there is no need to continue with the District once the two lots with loan payments have paid them off. It looks like that may happen in the next few months. Jim Edwards will talk to the County to clarify the distribution of funds and the process for dissolving. The only other issue that the District needs to address is the Robertson Circle Recapture agreement. The resolution that the Board will adopt needs to address that agreement and also any remaining funds held by the District. The question was raised on whether the District will distribute the funds or if the County will need to apply any remaining funds as tax credits. Jim Edwards will check on this issue. An election needs to be held. It is unclear if the County does that or the District. Jim Edwards will get back to Helenanne Cathey when he has information for the District. A special meeting may be scheduled.

II. Minutes Approval – Scott Brady moved to approve the minutes for the January 25, 2017, regular meeting as written. Larry Sjolin seconded. Motion carried unanimously.

III. Treasurer's Report – The Treasurer's Report and bills were reviewed. Scott Brady moved to accept the Treasurer's Report and pay the bills as presented. Larry Sjolin seconded. Motion carried unanimously. The financial information is listed below.

SIISD Checking Account (General Fund) balance forward from last meeting:			$57,338.41
01/31/17	Interest	$2.51	
02/09/17	Deposit – Assessments	$834.63	
02/28/17	Interest	$3.11	
03/31/17	Interest	$3.46	
SIISD Checking Account Balance Prior to Meeting:			**$58,182.12**

Bills Paid – This Meeting:		
Ck# 1127 – Cathey Consulting, LLC	Inv. 3758 –Jan. books/adm. $300.49	$900.49
	Inv. 3799 – Feb. books/adm. $300.00	
	Inv. 3839 – Mar. books/adm. $300.00	
Ck# 1128 – Stevens, Edwards, Hallock	Legal Fees (Jim Edwards)	$260.00
Total Bills		$1,160.49
SIISD Checking Account Balance End of Meeting:		**$57,021.63**

IV. Unfinished Business

a. **Assessments remaining –** There are two properties that have not paid assessments. Scott Brady will contact them again. The consensus is to dissolve the District as soon as the remaining funds are collected.

V. New Business

a. The Local Government Liability Pool renewal application will not be completed. The District will be dissolving.
b. A letter was reviewed to send to the County Commissioners listing the directors and officers of the District.
c. Scott Brady moved to approve the preliminary budget for $60,338.52. Larry Sjolin 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
SOUTHERN INDUSTRIAL IMPROVEMENT & SERVICE DISTRICT

The Southern Industrial Improvement and Service District will hold a public hearing to review the 7/1/2017 – 6/30/2018 budget followed by a regular 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 13, 2017, at 11:00 a.m. The budget is summarized below:

Total Revenue and Rollover: $60,338.52
Expenses: $60,338.52

The complete proposed budget is available online at www.catheyconsulting.net – Southern Industrial meeting minutes for 04/26/17. To contact the District or to request special accommodations for the hearing, call Cathey Consulting at 307-685-8235.

VI. Upcoming Meetings: Thursday, July 13, 2017, 11:00 a.m. (Budget Hearing / Regular Meeting) at the office of Cathey Consulting, 400 South Gillette Avenue, Suite 106, Gillette (K2 Technologies Building – office entrance is on 4th Street across from Arrow Printing.)

Larry Sjolin adjourned the meeting at 6:52 p.m.

Respectfully submitted,
Helenanne Cathey,
Bookkeeper / Assistant

Larry Sjolin, President	Date
Jeff Murdock, Vice President	Date
Scott Brady, Secretary/Treasurer	Date

Southern Industrial Impr. & Svc District Budget - 7/1/17 - 6/30/18

Budget Hearing at Cathey Consulting / Mailing Address: PO Box 3255, Gillette, WY 82717	7/1/15 - 6/30/16 ACTUAL	7/1/16 - 6/30/17 BUDGET	7/1/15 - 6/30/16 ACTUAL	7/1/16 - 6/30/17 BUDGET	Budget Hearing Date / Time: Thursday, July 13, 2017, 11:00 a.m.
SIISD Cash on Hand Start of FY	72,218.76	54,925.00	72,218.76	57,000.00	*Cash on Hand Start of FY*
Mohan Area Roads LID	161,770.32	0.00	161,770.32	0.00	
Robertson Circle LID	38,876.21	0.00	38,876.21	0.00	
Escrow Account	0.00	0.00	0.00	0.00	
TOTAL ON HAND	272,865.29	54,925.00	272,865.29	57,000.00	
REVENUE					
Southern Industrial ISD					
Mill Levy	0.06				
Interest on Bank Account	56.20		22.86		
Interest on Assessments	496.89				
Loan / Land owner payments	35,737.20	5,007.78	7,251.53	3,338.52	lots with loans ($1,669.26 each)
TOTAL SIISD GENERAL / DISTRICT MGT	36,290.35	5,007.78	7,274.39	3,338.52	Hamm (Eric), D & T Properties
TOTAL Mohan Area Roads LID Revenue		0.00		0.00	
TOTAL Robertson Circle LID Revenue		0.00		0.00	
TOTAL REVENUE	36,290.35	5,007.78	7,274.39	3,338.52	
TOTAL REVENUE PLUS CASH START OF FY	309,155.64	59,932.78	280,139.68	60,338.52	
EXPENSES					
Administrative Expenses					
Advertising	445.51	450.00	200.00		
Auditing	0.00	0.00	0.00		
Bookkeeping / Secretarial	5,230.00	3,600.00	3,675.00	1,500.00	
Dissolution - distributed funds	174,441.77			54,838.52	
Legal Fees	900.00	1,000.00	260.00	4,000.00	
Office Sup., Postage, Mailing, Print	349.91	350.00	69.00		
Total Administrative Expenses	181,367.19	5,400.00	4,204.00	60,338.52	
Indirect Expenses (Insurance)					
Bond / Board	84.29	100.00	105.00		
Insurance - Liab. / D & O	500.00	500.00	500.00		
Total Indirect Expenses	584.29	600.00	605.00	0.00	
Loan Payments					
Loan Payment	79,281.85	0.00	0.00	0.00	
Interest	413.58	0.00	0.00	0.00	
Total Loan Payments	79,695.43	0.00	0.00	0.00	
Operations Expenses					
Engineering		0.00		0.00	
Roads		0.00		0.00	
Total Operations Expenses	0.00	0.00	0.00	0.00	
Total Annual Expenses	$261,646.91	$6,000.00	$4,809.00	$60,338.52	*NOTES:*
Cash On Hand	**06/30/14**	**6/30/2015**	**06/30/16**	**6/30/2017 (Est.)**	Loan Payoff Prior to 6/1/17: $2,243.75
SIISD General Fund (Checking)	$55,318.83	72,218.76	$54,925.00	57,000.00	Loan Payoff Prior to 6/1/18: $720.33
Mohan Area Roads LID Fund	$81,337.41	161,770.32			Assessment 2016 $1,669.26
Robertson Circle LID Fund	$22,594.20	38,876.21			Assessment 2017 $1,669.26
Escrow Account	$212,723.78	0.00			**Final Assessment 2018 $720.33**
APPROVAL:	$371,974.22	$272,865.29	$54,925.00		

Budget Message

The majority of the District has been annexed into the City. The District is dissolving.

Larry Sjolin, President

Scott Brady, Secretary/Treasurer

Directors: Larry Sjolin (Pres.) & Jeff Murdock (Vice Pres.) terms end March, 2018 / Scott Brady (Sec./Treas.) term ends March, 2020)

Meetings are the fourth Wednesday of the first month of each calendar quarter at 6:00 p.m. at 400 S Gillette Ave., Suite 106, Gillette.

Records are stored at 400 S Gillette Ae, Suite 106, Gillette. Office hours generally Monday through Friday, 9 a.m. to 5 p.m.