

Southern Industrial Improvement & Service District
Regular Meeting Minutes
Wednesday, June 22, 2016, 6:00 p.m.
Cathey Consulting, LLC, 400 South Gillette Avenue, Suite 106, Gillette, WY

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

BUDGET HEARING

Larry Sjolin called the budget hearing to order at 6:17 p.m.
The budget was reviewed and discussed. There was no public comment.
Jeff Murdock moved to adjourn the budget hearing. Larry Sjolin seconded. Motion carried unanimously. The budget hearing adjourned at 6:19 p.m.

REGULAR MEETING

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

- I. Minutes Approval** – Jeff Murdock moved to approve the minutes for the March 23, 2016, regular meeting as written. Larry Sjolin seconded. Motion carried unanimously.
- II. Treasurer’s Report** – The Treasurer’s Report and bills were reviewed. Jeff Murdock 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:	\$50,187.74
Adjustment – Interest of \$.19 also transferred to this account when Mohan Area Roads LID account was closed:	\$0.19
Adjusted Balance Forward:	\$50,187.93
03/31/15 Interest	\$1.96
04/12/16 Deposit – Assessments	\$834.63
Bills Paid – April, 2016:	
Ck# 1116 – Cathey Consulting, LLC – Inv. 3325 – March books/adm.	\$300.00
Ck# 1117 – Local Gov’t Liab. Pool – Insurance	\$500.00
04/30/16 Interest	\$2.07
Bills Paid – May, 2016:	
Ck# 1116 – Cathey Consulting, LLC – Inv. 3369 – April books/adm.	\$300.00
05/10/16 Deposit – Assessments	\$834.63
05/17/16 Deposit – Elsner payment	\$3,674.19
05/31/16 Interest	\$2.23
06/14/16 Deposit – Assessments	\$834.63
SIISD Checking Account Balance Prior to Meeting:	\$55,272.27
Bills Paid – This Meeting:	
Ck# 1119 – Cathey Consulting, LLC – Inv. 3413 – May books/adm.	\$300.00
Ck# 1120 – Gillette News Record – Ad 00313230 – Budget Hearing Ad	\$49.50
SIISD Checking Account Balance End of Meeting:	\$54,922.77

III. Unfinished Business

- a. **Budget** – Jeff Murdock moved to adopt the budget for 7/1/16 – 6/30/17 in the amount of \$59,932.78. Larry Sjolin seconded. Motion carried unanimously. The budget is attached to these minutes.
- b. **Assessments** – Jeff Murdock moved to adopt the resolution to assess and assess three properties as reported in the budget. Larry Sjolin seconded. Motion carried unanimously.

IV. New Business

- a. **Public Records Notice** – Larry Sjolin completed the Public Records Notice to be submitted to the County.

- b. **Official Depository** – Jeff Murdock moved to designate First National Bank as the official depository for the District for 7/1/16 – 6/30/17. Larry Sjolin seconded. Motion carried unanimously.
- c. **Officer Elections** – Jeff Murdock moved to keep the same slate of officers for the next year: Larry Sjolin, President / Jeff Murdock, Vice President / Scott Brady, Secretary/Treasurer. Larry Sjolin seconded. Motion carried unanimously.

V. **Upcoming Meetings: Wednesday, September 28, 2016, 6:00 p.m.**

Wednesday, December 28, 2016, 6:00 p.m.

Regular meetings will be held quarterly (March, June, September, December), generally the fourth Wednesday of the month 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.)

Jeff Murdock moved to adjourn the meeting. Larry Sjolin seconded. The meeting adjourned at 6:25 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 - 7/1/16 - 6/30/17

Budget Hearing at Cathey Consulting / Mailing Address: PO Box 3255, Gillette, WY 82717	7/1/14 - 6/30/15 ACTUAL	7/1/15 - 6/30/16 BUDGET	7/1/15 - 6/30/16 ACTUAL	7/1/16 - 6/30/17 BUDGET	Budget Hearing Date / Time: Wednesday, June 22, 2016, 6:00 p.m.
SIISD Cash on Hand Start of FY	55,318.83	72,218.76	72,218.76	54,925.00	<i>Cash on Hand Start of FY</i>
Mohan Area Roads LID	81,337.41	161,770.32	161,770.32	0.00	
Robertson Circle LID	22,594.20	38,876.21	38,876.21	0.00	
Escrow Account	212,723.78	0.00	0.00	0.00	
TOTAL ON HAND	371,974.22	272,865.29	272,865.29	54,925.00	
REVENUE					
Southern Industrial ISD					
Mill Levy					8 mills / 76 lots
Mill Levy	25,779.60				Reduced to 5 mills for 2014.
Mill Levy			0.06		
Interest on Bank Account	196.56		56.20		
Interest on Assessments	585.71		496.89		
Loan / Land owner payments		13,354.08	35,737.20	5,007.78	3 lots with loans (\$1,669.26 each)
TOTAL SIISD GENERAL / DISTRICT MGT	26,561.87	13,354.08	36,290.35	5,007.78	AAA Mini Storage, Hamm (Eric), D & T Properties
TOTAL Mohan Area Roads LID Revenue	52,643.34	0.00		0.00	
TOTAL Robertson Circle LID Revenue	16,110.00	0.00		0.00	
TOTAL REVENUE	95,315.21	13,354.08	36,290.35	5,007.78	
TOTAL REVENUE PLUS CASH START OF FY	467,289.43	286,219.37	309,155.64	59,932.78	
EXPENSES					
Administrative Expenses					
Advertising	150.00	200.00	445.51	450.00	
Auditing	0.00	0.00	0.00	0.00	
Bookkeeping / Secretarial	7,200.00	7,200.00	5,230.00	3,600.00	\$300 x 12 MONTHS
Dissolution - distributed funds			174,441.77		
Legal Fees	1,000.00	1,000.00	900.00	1,000.00	
Office Sup., Postage, Mailing, Print	60.00	300.00	349.91	350.00	
Total Administrative Expenses	8,410.00	8,700.00	181,367.19	5,400.00	
Indirect Expenses (Insurance)					
Bond / Board	525.00	525.00	84.29	100.00	
Insurance - Liab. / D & O	500.00	500.00	500.00	500.00	
Total Indirect Expenses	1,025.00	1,025.00	584.29	600.00	
Loan Payments					
Loan Payment	11,198.03	52,009.24	79,281.85	0.00	
Interest	5,653.90	0.00	413.58	0.00	
Total Loan Payments	16,851.93	52,009.24	79,695.43	0.00	
Operations Expenses					
Engineering		0.00		0.00	
Roads	166,677.32	0.00		0.00	
Total Operations Expenses	166,677.32	0.00	0.00	0.00	
Total Annual Expenses	\$192,964.25	\$61,734.24	\$261,646.91	\$6,000.00	
Miscellaneous Expenses As Needed		20,209.52			
Mohan LID - paid on loan / disbursed to landowners		161,770.32			
Robertson Circle LID / disbursed to landowners		38,876.21			
Other Expenses (Net)		3,629.08			
TOTAL EXPENSES		286,219.37		6,000.00	NOTES:
Cash On Hand	06/30/14	6/30/2015	06/30/16		Loan Payoff Prior to 6/1/17: \$2,243.75
SIISD General Fund (Checking)	\$55,318.83	72,218.76	\$54,925.00		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					
Larry Sjolín, President		The majority of the District has been annexed into the City. The District will stay in place to service the debt required by a loan for 3 lots for the Mohan Area Roads project. The District will start the process to dissolve as soon as the debt is paid. The debt is actually internal debt. The District paid off a loan with First Interstate Bank but continues to collect assessments from landowners until their portion of the debt has been paid.			
Scott Brady, Secretary/Treasurer					