

Southern Industrial Improvement & Service District
Regular Meeting Minutes
Wednesday, March 23, 2016, 6:00 p.m.
Cathey Consulting, LLC, 400 South Gillette Avenue, Suite 106, Gillette, WY

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

Larry Sjolin called the meeting to order at 6:11 p.m.

- I. Minutes Approval** – Jeff Murdock moved to approve the minutes for the December 16, 2015, regular meeting as written. Scott Brady seconded. Motion carried unanimously.
- II. 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 and send the letter to First National Bank to close out the Mohan Area Roads LID account. Jeff Murdock seconded. Motion carried unanimously. The financial information is listed below.

SIISD Checking Account (General Fund) balance forward from last meeting:	\$40,735.15
12/23/15 Transfer from Robertson Circle Acct	\$5.25
12/31/15 Interest	\$1.71
01/20/16 Deposit – Assessments	\$3,674.19
01/31/16 Interest	\$1.78
02/29/16 Interest	\$1.76
03/10/16 Deposit – Assessments	\$834.63
SIISD Checking Account Balance Prior to Meeting:	\$45,254.47
BILLS PAID	
Ck# 1114 – Cathey Consulting, LLC – Inv. 3195 – Dec. books/adm. \$300.00	\$968.47
Inv. 3238 – Jan. books/adm. \$300.00	
Inv. 3257 – director election \$68.47	
Inv. 3289 – Feb. books/adm. \$300.00	
Ck# 1115 – Gillette News Record – Ad 00310601 – Director Election	\$57.75
Transfer from Mohan Area Roads LID Account:	\$5,959.49
SIISD Checking Account Balance End of Meeting:	\$50,187.74
Mohan Area Roads LID Account balance from last meeting:	\$5,958.61
12/31/15 Interest	\$0.39
01/31/16 Interest	\$0.25
02/29/16 Interest	\$0.24
Mohan Area Roads LID Balance Prior to Meeting:	\$5,959.49
Transfer to Checking:	\$5,959.49
Mohan Area Roads LID Fund Ending Balance:	\$0.00

Mohan – There are four properties with a loan balance. There were 5 in December – one landowner paid off the loan balance, leaving only 4 properties left with a loan balance. The annual assessment is \$1,669.26 per year X 3 years = \$5,007.78 / 3 years of assessments remaining – 2016-2017, 2017-2018, 2018-2019 unless each property pays off loans). \$3,674.19 (a savings of \$1,333.59) can be paid any time between now and June 1, 2016, to avoid these assessments in over the next 3 years for any of these properties. This will pay off the loan. Letters were sent to all of these property owners in December, 2015.

Robertson Circle LID Account balance from last meeting:	\$5.25
12/23/15 Balance transferred to General Fund checking account	\$5.25
Robertson Circle LID Balance Prior to Meeting:	\$0.00
This account has been closed.	

III. Unfinished Business

- a. Election Results:
 - Votes for 1 director for 4 year term
 - Scott Brady – 1 vote
 - Congratulations to Scott Brady.

IV. New Business

- a. Local Government Liability Pool renewal application – The renewal application was completed and signed and will be submitted to renew the insurance for the next fiscal year.
- b. Budget – The budget was reviewed. Scott Brady moved to approve the preliminary budget as presented for 7/1/16 – 6/30/17 for \$58,405.04. Jeff Murdock seconded. Motion carried unanimously. The budget is attached to these minutes. The following legal ad will run in the News-Record at least one week prior to the budget hearing to be held on June 22, 2016, at 6:00 p.m.

**LEGAL NOTICE OF PUBLIC BUDGET HEARING
SOUTHERN INDUSTRIAL IMPROVEMENT & SERVICE DISTRICT**

A public hearing will be held at 400 South Gillette Avenue, Suite 106, Gillette (Office of Cathey Consulting – entrance is on 4th Street across from Arrow Printing) on June 22, 2016, 6:00 p.m. The 2016-2017 budget will be reviewed. The proposed budget is summarized below:

Total Revenue plus Carryover: \$58,405.04
Total Expenses and Carryover: \$58,405.04

The only assessment is for the 4 lots in the District for whom the loan balance has not been paid. A copy of the budget is posted online at www.catheyconsulting.net with the March 23, 2016, meeting minutes.

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

- c. Jeff Murdock moved to pay Cathey Consulting and other regular bills monthly as needed. Scott Brady seconded. Motion carried unanimously.

- V. Upcoming Meetings: Wednesday, June 22, 2016, 6:00 p.m.**
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. Scott Brady seconded. The meeting adjourned at 6:40 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	51,728.00	<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	51,728.00	
REVENUE					
Southern Industrial ISD					
Mill Levy					8 mils / 76 lots
Mill Levy	25,779.60				Reduced to 5 mils for 2014.
Mill Levy			0.06		1 mill (Estimate \$4,000 per mill)
Interest on Bank Account	196.56		47.52		
Interest on Assessments	585.71		496.89		
Loan / Land owner payments		13,354.08	32,063.01	6,677.04	4 lots with loans (\$1,669.26 each)
TOTAL SIISD GENERAL / DISTRICT MGT	26,561.87	13,354.08	32,607.48	6,677.04	
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	32,607.48	6,677.04	
TOTAL REVENUE PLUS CASH START OF FY	467,289.43	286,219.37	305,472.77	58,405.04	
EXPENSES					
Administrative Expenses					
Advertising	150.00	200.00	450.00	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	181,371.68	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	
Total Indirect Expenses	1,025.00	1,025.00	84.29	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	\$261,151.40	\$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	
Cash On Hand	06/30/14	6/30/2015	06/30/16		
SIISD General Fund (Checking)	\$55,318.83	72,218.76	\$51,728.00		
Mohan Area Roads LID Fund	\$81,337.41	161,770.32			
Robertson Circle LID Fund	\$22,594.20	38,876.21			
Escrow Account	\$212,723.78	0.00			
APPROVAL:	\$371,974.22	\$272,865.29	\$51,728.00		
				Budget Message	
Larry Sjolín, President				<p>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 4 lots for the Mohan Area Roads project. The District will start the process to dissolve as soon as the debt is paid.</p>	
Scott Brady, Secretary/Treasurer					