

**Spring Hill Ranch Improvement & Service District
 Budget Hearing and Regular Meeting Minutes
 Thursday, July 15, 2021, 4:00 p.m.
 at the office of Cathey Consulting, 400 S Gillette Avenue, Suite 106, Gillette, Wyoming**

Board Members Present: Jason Percifield, Bowman Stinson, Gary Carter (by phone)
 Others Present: Helenanne Cathey, Kathy Wolff, John Percifield, Patty Carter (by phone)

BUDGET HEARING

Bowman Stinson called the budget hearing to order at 4:00 p.m. The budget was reviewed. There was an opportunity for public comment. Bowman Stinson adjourned the budget hearing at 4:01 p.m.

REGULAR MEETING

Bowman Stinson called the regular meeting to order at 4:01 p.m.

- I. **Budget Adoption** – Bowman Stinson moved to adopt the budget for \$363,948. Jason Percifield seconded. Motion carried unanimously. The budget is attached to these minutes. Assessments will be finalized at the July 29th meeting.
- II. **Minutes** – Bowman Stinson moved to approve the June 14, 2021, regular meeting minutes as presented. Jason Percifield seconded. Motion carried unanimously.
- III. **Treasurer’s Report Acceptance** – The bank statements, financial information, and bills were reviewed. Bowman Stinson moved to accept the Treasurer’s Report and pay the bills as presented. Jason Percifield seconded. Motion carried unanimously.

Checking Account Balance End of Last Meeting:		\$26,262.03
06/30/21	Interest	\$0.24
07/08/21	Deposit	\$300.00
07/14/21	Deposit	\$100.00
Bank Balance Prior to Start of Meeting:		\$26,662.27
Bills Paid at this Meeting:		
Ck# 1123	Cathey Consulting	Inv. 6093 – June, 2021 Admin/Books \$166.60
Ck# 1124	Gillette News-Record	Ad 00368466 – Road Paving Project Ad \$147 \$215.25
		Ad 00368240 – Budget Hearing Ad \$68.25
Total Bills Paid:		\$381.85
Checking Account Balance End of Meeting:		\$26,280.42
Wyo-Star II Account Balance End of Last Meeting:		\$151,740.65
05/31/21	Earnings	\$162.78
06/30/21	Earnings	Statement not available yet.
Wyo-Star II Account Balance End of Meeting:		\$151,903.43

Accounts Receivable – One account owes for the current monthly billing, one account owes for two months, and all of the remaining accounts are paid ahead.

- IV. **Unfinished Business**
 The roads project was discussed. There are two options for payment – 1 – pay \$16,000 up front by July 29th or be assessed for \$2,072 per year on taxes for 10 years. The project will start as soon as possible once approved. Paperwork will be pulled together to be ready to go immediately after July 29th.
- V. **New Business**
 - a. **Official Depository** – Bowman Stinson moved to designate First Interstate Bank and WyoStar and First Northern Bank as the official Depositories for the District for 7/1/21 – 6/30/22. Jason Percifield seconded. Motion carried unanimously.

- b. Public Records Notice – Two board members signed the notice to submit to the County stating that the District’s records are stored at the office of Cathey Consulting.

Next Meetings:

Thursday, July 29, 2021, 4:00 p.m. (Public Hearing and Special Meeting for the purpose of hearing comments and adopting the resolution for asphalt paving)

Meetings are at the office of Cathey Consulting, 400 S Gillette Avenue, Suite 106, Gillette.

Bowman Stinson moved to adjourn the meeting. Jason Percifield seconded. The meeting adjourned at 4:14 p.m.

Respectfully Submitted,
Helenanne Cathey, Bookkeeper/Assistant to the Board
307-685-8235 / hlcathey@collinscom.net

Bowman Stinson, President

Gary Carter, Vice President

Jason Percifield, Secretary/Treasurer

Spring Hill Ranch ISD Budget 7/1/21 - 6/30/22

Budget Hearing Thursday, July 15, 2021, 4:00 p.m. at office of Cathey Consulting - 400 S Gillette Ave., Suite 106, Gillette

Mailing address: PO Box 471, Gillette, WY 82717

	Actual (F32) 7/1/19 - 6/30/20	Budget 7/1/20 - 6/30/21	Actual (EST) 7/1/20 - 6/30/21	Budget 7/1/21 - 6/30/22
Revenue				
Monthly Billing (10 X \$50 per month)	6,000	6,000	6,000	6,000
Cemetery District Contribution		2,000	600	600
Assessments				
Direct Payments				
Loan and/or direct payments				178,000
Interest	1	9000	2,045	1,046
Grants - County		18,000		
Easements		150,000	150,000	0
Other Revenue				
Receivables - End of Prior Yr				
TOTAL REVENUE	6,001	185,000	158,645	185,646
CASH CARRYOVER		30,485		178,302
TOTAL REVENUE PLUS CASH CARRYOVER	6,001	215,485	158,645	363,948
Expenditures				
Administrative				
Contract Admin./Bookkeeping (160 X 12)	1,920	2,600	1,920	1,920
Contract Legal			206	
Office / Advertising / Postage	237	500	221	500
Travel	0	500	0	500
TOTAL ADMINSTRATIVE	2,157	3,600	2,347	2,920
Indirect				
Insurance - Bond				
Insurance - Directors & Officers/Liability	500	500	1,000	500
TOTAL INDIRECT COSTS	500	500	1,000	500
Loan Payments				
Principal				
Interest				
Operations				
Miscellaneous / Carryover		12,023		
Blade Snow				
Road Maintenance		20,000	5,886	20,000
Capital Improvement / Paving project		178,400		340,214
Payables - end of Prior FY		962		314
TOTAL OPERATIONS COSTS	0	211,385	5,886	360,528
TOTAL EXPENDITURES	2,657	215,485	9,233	363,948
Receivables Start of FY	(850)		(1,750)	
Payables Balance Start of FY	962		962	
	7/1/2019	7/1/20 (est)	7/1/2020	7/1/21 (EST)
BEGINNING OF FISCAL YEAR BALANCES				
GENERAL FUNDS (Cash Carryover)	26,244	30,485	30,488	178,302
RESERVES BALANCES				
RESTRICTED FUND BALANCES				
TOTAL FUNDS BEGINNING OF YEAR	26,244	30,485	30,488	178,302
Receivables Balance End of FY	(1,750)		(800)	
Payables Balance End of FY	962		314	
End of Year Bank Balance	30,488		178,302	
Net (including cash carryover/misc.)	3,344	0	149,412	0

16,000.00
11 parcels

See Impr.

Budget Message: The District manages the road and hopes to pave the road this next fiscal year. A loan will be obtained to cover costs for landowners who do not wish to pay the per member cost up front. The District does not have any reserves at this time.

X

Board Member Signature

X

Board Member Signature

Directors: Jason Percifield (Secr./Treas.) (May, 2024) / Gary Carter (Vice Pres.) & Bowman Stinson (Pres.) (May, 2022)
Regular meetings are held twice a year. Meeting dates are included in meeting minutes and e-mailed to those on the e-mail list and posted online at www.catheyconsulting.net.
Records are stored at 400 S Gillette Ae, Suite 106, Gillette.