

Spring Hill Ranch Improvement & Service District
Regular Meeting Minutes
Monday, May 24, 2021, 5:00 p.m.
at the office of Cathey Consulting, 400 S Gillette Avenue, Suite 106, Gillette, Wyoming

Board Members Present: Gary Carter, Jason Percifield, Bowman Stinson
 Others Present: Helenanne Cathey, Vic Richards, John Percifield, Patty Carter

Bowman Stinson called the meeting to order at 5:06 p.m.

- I. **Minutes** – Jason Percifield moved to approve the March 16, 2021, regular meeting minutes as presented. Bowman Stinson seconded. Motion carried unanimously.
- II. **Treasurer’s Report Acceptance** – The bank statements, financial information, and bills were reviewed. Jason Percifield moved to accept the Treasurer’s Report and pay the bills as presented. Gary Carter seconded. Motion carried unanimously.

Checking Account Balance End of Last Meeting:		\$27,388.53
03/31/21	Interest	\$0.25
04/01/21	Deposit	\$150.00
04/16/21	Deposit	\$700.00
04/30/21	Interest	\$0.23
05/13/21	Deposit	\$100.00
Bank Balance Prior to Start of Meeting:		\$28,339.01
Bills Paid at this Meeting:		
Ck# 1119	Cathey Consulting	Inv. 5955 –Mar., 2021 Admin/Books \$161.10 \$322.20
		Inv. 6004 – Apr., 2021 Admin/Books \$161.10
Ck# 1120	Wyo. Earthmov. Corp.	Inv. 7890 – 4/22/21 Blade/recrown road \$1,000.00
Total Bills Paid:		\$1,322.20
Bank Balance End of Meeting:		\$27,016.81
Wyo-Star II Account Balance End of Last Meeting:		\$151,384.55
03/31/21	Earnings	\$210.74
04/30/21	Earnings	\$145.36
Wyo-Star II Account Balance End of Meeting:		\$151,740.65

Accounts Receivable – One account owes for the current monthly billing, and all of the rest are paid ahead.

- III. **Unfinished Business**
 - a. Road – Wyoming Earthmoving Corporation bladed the road. They were supposed to crown the road. They didn’t have anything to pack it after the work was done. Concerns were expressed about the condition of the road. People at the meeting felt the road work wasn’t done right. Gary Carter will call Wyoming Earthmoving Corporation and see if they will come back out and fix it.
- IV. **New Business**
 - a. The budget for 7/1/21 – 6/30/22 was discussed. The budget was reviewed. A proposal from Simon Contractors for asphalt pavement was reviewed. The cost estimate is \$283,000 for the full length at 4 inches thick. Putting 5 inches on it would be about \$40,000 more. At 4 inches, the main concern is whether or not it will hold up to the garbage trucks running on it (and school buses). 5 inches thick is the suggested thickness in order for it to hold up to any heavier traffic. An option would be to put garbage down at the highway – any garbage container would have to be locked, and everyone would need to have a key. The property where the mailboxes are located is owned by an individual, so that person would have to authorize it. As an alternative to paving, mag chloride is about \$9,000 a year. Another option is

to use existing funds to pave as much of the road as possible – try to get to John Percifield’s place which is the section of road most people drive and would include the two hills that get so bad.

The consensus is to pave the entire stretch of road and to pave it at 5 inches thick so it will hold up to traffic. People at the meeting expressed support for this idea. The cost for the entire road at 5” is estimated at approximately \$325,000, and using \$150,000 of District funds would mean funding or coming up with \$175,000, which is \$17,500 per person (10 lots are paying \$50 per month). Gary Carter will talk to the Bank about a possible loan and get the terms available (interest rate, years). This will be discussed further at the next meeting.

Gary Carter moved to approve the proposed budget as discussed. Bowman Stinson seconded. Motion carried unanimously. The budget is attached to these minutes.

The following legal ad will run on July 6, 2021 in the News-Record:

**LEGAL NOTICE OF PUBLIC BUDGET HEARING
SPRING HILL RANCH 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 Thursday, July 15, 2021, at 4:00 p.m. for the purpose of finalizing the 7/1/21 – 6/30/22 budget, followed by the regular meeting to adopt the budget and conduct regular business. Budget summary:

Revenue plus Cash Carryover: \$360,634
Expenses: Administrative: \$3,600 / Indirect Costs: \$500 /
Operations: \$20,000 / Capital Improvement: \$337,214

No change in monthly fees is anticipated. Because the District is looking at paving the roads, an assessment will be added to County taxes for lots who do not pay their total share up front. A copy of the budget is available from Cathey Consulting at 307-685-8235 or online at www.catheyconsulting.net – Spring Hill Ranch May 24, 2021, Meeting Minutes.

Next Meetings:

Monday, June 14, 2021, 4:00 p.m. (Regular Meeting)

Thursday, July 15, 2021, 4:00 p.m. (Budget Hearing and Regular Meeting)

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

Gary Carter moved to adjourn the meeting. Bowman Stinson seconded. The meeting adjourned at 6:05 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				175,000
Interest	1	9000	2045	1000
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	182,600
CASH CARRYOVER	26,244	30,485	30,488	178,034
TOTAL REVENUE PLUS CASH CARRYOVER	32,245	215,485	189,133	360,634
Expenditures				
Administrative				
Contract Admin./Bookkeeping (160 X 12)	1,920	2,600	1,920	1,920
Contract Legal			206	
Office / Advertising / Postage	237	500	170	500
Travel	0	500	0	500
TOTAL ADMINSTRATIVE	2,157	3,600	2,296	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	5,091	20,000
Capital Improvement / Paving project		178,400		337,214
Payables - end of Prior FY		962		0
TOTAL OPERATIONS COSTS	0	211,385	5,091	357,214
TOTAL EXPENDITURES	2,657	215,485	8,387	360,634
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	178,034
RESERVES BALANCES				
RESTRICTED FUND BALANCES				
TOTAL FUNDS BEGINNING OF YEAR	26,244	30,485	30,488	178,034
Receivables Balance End of FY	(1,750)			
Payables Balance End of FY	962			
End of Year Bank Balance	30,488		178,034	
Net (including cash carryover/misc.)	29,588	0	180,746	0

17,500.00
10 lots

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.