

**Stone Gate Estates Improvement & Service District**  
**Budget Hearing & Regular Meeting**  
**MINUTES**  
**Monday, July 10, 2023, 9:00 a.m.**  
**Office of Cathey Consulting, 400 South Gillette Avenue, Suite 106, Gillette**

BOARD MEMBERS PRESENT: Jodi Schilling, Bobby Schmitz  
 BOARD MEMBERS NOT PRESENT: Travis Given  
 OTHERS PRESENT: Helenanne Cathey

**BUDGET HEARING**

Bobby Schmitz called the budget hearing to order at 9:00 a.m. The budget was reviewed. This year’s budget includes expenditures and grant for the recoating of the insides of the two water tanks. The budget also includes a rate increase on water usage. The assessment will stay the same. There was an opportunity for public comment. There were no public comments. Bobby Schmitz adjourned the budget hearing at 9:03 a.m.

**REGULAR MEETING**

Bobby Schmitz called the regular meeting to order at 9:03 a.m.

- I. **Budget** – Jodi Schilling moved to adopt the budget for 7/1/23 – 6/30/24 for \$374,032 and adopt the resolution to assess and submit assessments to the County as approved in the budget. Bobby Schmitz seconded. Motion carried unanimously. The budget is attached to these minutes. The budget includes the following rate increase for water usage:

	Current	Proposed
20,000 up to 50,000 gallons per month	\$3.09 per 1,000 gal.	--
10,000 up to 50,000 gallons per month	---	\$4.00 per 1,000 gal.
50,000 up to 100,000 gallons per month	\$5.00 per 1,000 gal.	\$6.00 per 1,000 gal.
Over 100,000 gallons per month	\$10.00 per 1,000 gal.	\$10.00 per 1,000 gal.

There is one account that has a past due balance that was considered for assessments. However, the property was sold in November, 2022. The consensus is to write off the \$89.77 balance under Steve & Diane Anderson.

- II. **Water System Update** – The water system information was reviewed.
- III. **Minutes / Treasurer’s Report** – Jodi Schilling moved to approve the May 8, 2023, regular meeting minutes with one correction -the date for the interest on the WyoStar I account should be 03/31/23 and not 04/30/23). Bobby Schmitz seconded. Motion carried unanimously.
- IV. **Treasurer’s Report** – The financial information was reviewed. and accounts receivable were reviewed. Jodi Schilling moved to accept the Treasurer’s Report, pay bills, and transfer \$10,000.00 from the money market to checking account. Bobby Schmitz seconded. Motion carried unanimously.

WyoStar I Account – Balance End of Last Meeting:	\$48,352.70	
04/30/23 Interest	\$150.26	
05/31/23 Interest	\$164.51	
<b>Ending WyoStar Account Balance:</b>		<b>\$48,667.47</b>

WyoStar II Account – Balance End of Last Meeting:	\$250,991.06	
04/30/23 Interest	\$475.74	
05/31/23 Interest	\$573.39	
<b>Ending WyoStar II Account Balance:</b>		<b>\$252,040.19</b>

Money Market Account Balance end of last meeting:	\$103,732.72	
05/10/23 Deposit – Assessments	\$10,145.57	
05/31/23 Interest	\$101.86	
06/01-06/30/23 Deposits – Water	\$413.69	

06/12/23	Deposit – Assessments	\$28,180.10	
06/12/23	Ck# 9058 – Stone Gate – Transfer to Checking for bills		\$55,000.00
06/30/23	Deposit – Assessments	\$1,464.15	
06/30/23	Interest	\$85.10	
07/05/23	Xpress bill pay deposit	\$110.02	
<b>Balance in Account Prior to Meeting:</b>			<b>\$89,233.21</b>
Ck# 9059	Transfer to Checking:	\$10,000.00	
<b>Balance in Account End of Meeting:</b>			<b>\$79,233.21*</b>
<b>*Balance does not reflect any water overage payments since the end of the prior month Except for Xpress bill pay deposit (if applicable)</b>			

Checking Account Balance end of last meeting:		\$11,059.28	
06/12/23	Deposit – Stone Gate – from Money Market	\$55,000.00	
06/12/23 Bills:			
<u>Check #</u>	<u>Payee</u>	<u>Purpose</u>	<u>Amount</u>
AUTO PAY	Powder River Energy	Acct 3126125 5/1-6/1/23	\$869.82
AUTO PAY	Powder River Energy	Acct 8443000 5/1-6/1/23	\$114.85
2547	Cathey Consulting	Inv. 7098 – May Admin/Books/post.	\$600.00
2548	City of Gillette	Bill 1663101 – 5/2-6/2/23 Regional water/0 gal.	\$574.02
2549	Dustbusters, Inc.	Inv. 76472 – 5/29/23 Dustgard (14,508 gallons)	\$15,369.78
2550	Energy Laboratories	Inv. 551682 – Annual water quality report	\$125.00
2551	Gillette News-Record	Inv. 2017 – Budget hearing ad	\$165.10
2552	Hawkins, Inc.	Inv. 6471358 – Chlorine	\$20.00
2553	Melgaard Construction	Inv. 39540 – Blade roads and spread 1,141.8 tons Crushed base (W grade)	\$39,412.20
2554	Water Guy	Inv. 2023-459 – May Oper../Meters/Billing & shut off/turn on	\$1,679.60
TOTAL:			\$58,930.37
<b>Checking Account Balance Prior to Meeting:</b>			<b>\$7,128.91</b>

Bills Paid at This Meeting:			
<u>Check #</u>	<u>Payee</u>	<u>Purpose</u>	<u>Amount</u>
AUTO PAY	Powder River Energy	Acct 3126125 6/1/23-7/1/23	\$823.01
AUTO PAY	Powder River Energy	Acct 8443000 6/1/23-7/1/23	\$101.26
2555	Cathey Consulting	Inv. 7143 – June. Admin/Books/post.	\$600.00
2556	Hawkins, Inc.	Inv. 6499157 – Chlorine	\$20.00
2557	HUB International	Inv. 3235480 – Insurance 6/25/23 – 6/25/24	\$2,442.00
2558	Water Guy	Inv. 2023-575 – June Oper../Meters	\$1,679.60
2559	Wyo. Assoc. of Special Districts	Membership	\$200.00
2560	City of Gillette	Bill 1681072 – Regional water 6/2-7/5/23/ 0 gal.	\$487.50
2561	One-Call of Wyoming	Inv. 67928 – Apr.-June Locates	\$9.00
TOTAL:			\$6,362.37
Transfer from Money Market:		\$10,000.00	
<b>Checking Account Balance End of Meeting:</b>			<b>\$10,766.54</b>

## V. Unfinished Business

- a. Review customer / construction issues - None
- b. Water Tank Coating
  - i. Bids / Tank Coating and Water Guy to clean the tanks, rental of temporary tank and oversee the project – Bobby Schmitz met with Water Guy to review bids that have been received for recoating the insides of the two water tanks. There are two companies that had the lowest bids. Water Guy was familiar with one of them (Maguire) but hasn't worked with TMS. The proposed timeframe for the project is mid-September to early October, and the project will take about two weeks. The Board is doing due diligence on the two contractors and will verify the timeframe works with them. Water Guy is putting together a quote to clean the water tanks, rent a temporary water tank to the District for use during the project (regional water will be used), and oversee the project. **A special meeting will be**

**scheduled after the due diligence on the contractors is done and a quote from Water Guy has been received for their oversight of the project. A contractor will be selected, grant application finalized, and the work authorized to proceed.**

- ii. County Grant application – A grant application has been drafted and will be finalized for the special meeting.
- iii. Customer Notice for Minutes and Invoices – The Board will ask Water Guy to put a note on invoices regarding the project when it is scheduled to ask people to conserve water during that time frame. The District will use regional water and a temporary water storage tank rented from Water Guy.
- c. Lead and Copper Rule / Service Lines Inventory – If everyone can take a picture of their water connection where it comes into your house and send it to Water Guy, it is much appreciated. A flyer was included with the last invoice from Water Guy.
- d. Road work –
  - i. 2023 road work complete. Bills paid (Melgaard Construction \$39,412.20 and Dustbusters \$15,369.78). Pay request submitted to the County for \$13,695.50. Completion report was submitted to the County to close out the grant. The Board is pleased with the road work that was done.
- e. District Policies Update – Jodi Schilling moved to approve the updated written policies. Bobby Schmitz seconded. Motion carried unanimously. The policies are attached to these minutes.

#### **VI. New Business**

- a. Official Depository – Jodi Schilling moved to designate First National Bank, WyoStar and WyoStar II as the official depositories for 7/1/23 – 6/30/24. Bobby Schmitz 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 with office hours most Mondays through Thursdays 9 a.m. to 5 p.m.
- c. Bobby Schmitz reported that a resident called him after the road work was done complaining about someone in the neighborhood spinning out on the roads right after the last road work was done. The complaint was investigated, and there were no damages to be of any significant concern.
- d. A resident contacted a Board member regarding putting up a 4’ square doll house and asking if they had to follow the petition process. No petition or construction approval was required for this project.

#### **VII. Upcoming Meetings – Monday, September 11, 2023, 9:00 a.m. (Regular Meeting)**

2023 Meetings:

Mon., Sept. 11, 2023, 9:00 a.m. / Mon., Nov. 13, 2023, 9:00 a.m.

MEETINGS ARE NORMALLY HELD ON THE 2<sup>ND</sup> MONDAY OF EVERY OTHER MONTH

Location: Office of Cathey Consulting, 400 South Gillette Avenue, Suite 106

(K<sup>2</sup> Technologies Building, Suite 106) – Entrance is on 4<sup>th</sup> Street

#### **VIII. Meeting adjourn** – Jodi Schilling moved to adjourn the meeting. Bobby Schmitz seconded. The meeting adjourned at 9:25 a.m.

#### **NOTES:** The board reminds homeowners of the following:

- a. Water meter repair costs are to be split equally between the District and the homeowner.
- b. Only authorized people are to be opening water meter pits. Any damages that occur because of an unauthorized person entering the meter pit will be 100% the homeowner’s responsibility.
- c. Keep the area mowed and/or free of debris around meter pits and readouts. If necessary, the District will hire someone to mow and/or clean it up and the homeowner will be billed.
- d. If you see the red light flashing on the water tank, please call Water Guy at 307-299-9911.
- e. 3/27/23 – Any Board member authorized to call a contractor out to plow snow if needed.
- f. Check out Water Guy’s Facebook page for information regarding water system issues. They will post information there when they are working on projects and when they are having issues with water systems. Go to [www.wateryuyoming.com](http://www.wateryuyoming.com) for a link and for other information.

Respectfully submitted,  
Helenanne Cathey, Assistant to the Board of Directors

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Robert (Bobby) Schmitz, President (680-4920)

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Travis Given, Treasurer

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Jodi Schilling, Secretary

Budget - Stone Gate Estates I & S District - 7/1/2023 - 6/30/2024				
Budget Hearing: Monday, July 10, 2023, 9:00 a.m. at office of Cathey Consulting / PO Box 992, Gillette, WY 82717				
	Actual - F32	Budget	Actual - EST	Budget
	7/1/21 - 6/30/22	7/1/22 - 6/30/23	7/1/22 - 6/30/23	7/1/23 - 6/30/24
<b>Revenue</b>				
Assessments	84,348	95,040	95,040	95,040
Assessments - Interest	183		10	
Water Overages from prior FY - Assessed	180		180	
Water Overages from prior FY - Credited	-180		-180	
Other Property Fees (Outside District)	1,560	1,755	1,755	1,755
Grant - County - Roads	4,447	16,250	16,271	16,250
Grant - County - Water System				20,000
Interest	2,827	4,000	3,109	4,000
Other Fees (Late, Coll., Tap, etc.)	196	500	2,912	500
Water Overages	27,655	33,068	23,840	48,000
Water Usage - City / Regional Water Billed	9,346		0	
From Reserves		20,000		100,000
Receivables End of Prior Yr				0
<b>TOTAL REVENUE</b>	<b>130,562</b>	<b>170,613</b>	<b>142,937</b>	<b>285,545</b>
<b>CASH CARRYOVER</b>	<b>127,029</b>	<b>77,432</b>	<b>129,482</b>	<b>88,487</b>
<b>TOTAL BUDGET AMOUNT (ADD IN RESERVES)</b>	<b>257,591</b>	<b>248,045</b>	<b>272,419</b>	<b>374,032</b>
<b>Expenditures</b>				
<b>Administrative</b>				
Contract Admin./Bookkeeping	7,700	7,700	7,700	8,060
Contract Legal	0	300	0	300
Office / Postage / Advertising / Other	1,335	800	1,200	1,300
Travel	0	75	0	0
<b>TOTAL ADMINISTRATIVE</b>	<b>9,035</b>	<b>8,875</b>	<b>8,900</b>	<b>9,660</b>
<b>Indirect</b>				
Insurance - Liab., Bonding	105	105	105	105
Insurance - Property	2,595	3,250	2,600	3,250
<b>TOTAL INDIRECT COSTS</b>	<b>2,700</b>	<b>3,355</b>	<b>2,705</b>	<b>3,355</b>
<b>Operations</b>				
Misc (Cash Carryover less reserves)		<b>77,432</b>		<b>88,487</b>
Regional Water Base	5,265	5,850	5,850	5,850
Regional Water Usage	9,831	9,270	11,250	10,200
Water Operator / Meter Reading / Billing	13,071	20,155	20,155	20,155
Water System Chemicals (Chlorine)	1,582	1,500	2,000	2,000
Water System Electricity	10,226	13,500	13,910	14,000
Water System Repairs & Maintenance	2,924	3,650	2,389	28,104
Water System Maintenance/Upgrades		11,077		100,000
Water System Testing	1,294	1,200	1,000	1,200
Water Tank Cleaning & Inspection	0	1,061	0	1,061
Water System - Other Items	132	1,120	615	1,120
Roads - blading, rock, dust control	17,787	65,000	68,125	65,000
Roads - fencing, signs				0
Payables End of Prior Yr				0
<b>TOTAL OPERATIONS COSTS</b>	<b>62,112</b>	<b>210,815</b>	<b>125,294</b>	<b>337,177</b>
<b>TOTAL EXPENDITURES</b>	<b>73,847</b>	<b>223,045</b>	<b>136,899</b>	<b>350,192</b>
<b>Capital Improvements / Reserves</b>				
Deposits into Reserves	23,102	25,000	27,655	23,840
Expenses paid from Reserves	0	20,000	0	100,000
<b>TOTAL DEPOSITS TO RESERVES</b>	<b>23,102</b>	<b>5,000</b>	<b>27,655</b>	<b>-76,160</b>
<b>TOTAL EXP. PLUS NET RESERVES</b>	<b>96,949</b>	<b>248,045</b>	<b>164,554</b>	<b>374,032</b>
Receivables Start of FY	24,699		5,412	
Payables Balance Start of FY	69,912		22,164	
	<b>6/30/2021</b>	<b>6/30/2022 (EST)</b>	<b>6/30/2022</b>	<b>6/30/2023 (EST)</b>
<b>BEGINNING OF FISCAL YEAR BALANCES</b>				
<b>GENERAL FUNDS</b>	127,029	77,432	129,482	88,487
<b>RESERVES BALANCES</b>	241,918	267,000	267,719	298,000
<b>RESTRICTED FUND BALANCES</b>				
<b>TOTAL FUNDS BEGINNING OF YEAR</b>	<b>368,947</b>	<b>344,432</b>	<b>397,201</b>	<b>386,487</b>
Receivables Balance End of FY	5,412			
Payables Balance End of FY (ESTIMATED)	22,164			
End of Year Bank Balance	397,201		386,487	
		<b>6/30/2023</b>		<b>6/30/2024</b>
<b>END OF YEAR PROJECTED AMOUNT</b>				
<b>GENERAL FUNDS</b>				
<b>RESERVES BALANCES</b>		272,000		221,840
<b>TOTAL FUNDS END OF YEAR</b>		272,000		221,840

Net per yr (Revenue minus Expenses - to Reser) 33,613 0 -21,617 0  
Net (including cash carryover) 160,642 0 107,865 0

Budget Message: The District manages the roads and water and covenants. The amount billed for meter readings each fiscal year is transferred to reserves in July or September for capital improvements and major repairs. \$100,000 is budgeted from reserves this year for relining the water tank interiors and for a pump replacement or other emergency. The water usage rates will change to the following effective with the July billing.

	Current	Proposed
20,000 up to 50,000 gallons per month	\$3.09 per 1,000 gal.	--
10,000 up to 50,000 gallons per month	---	\$4.00 per 1,000 gal.
50,000 up to 100,000 gallons per month	\$5.00 per 1,000 gal.	\$6.00 per 1,000 gal.
Over 100,000 gallons per month	\$10.00 per 1,000 gal.	\$10.00 per 1,000 gal.

Board Member Signature \_\_\_\_\_

Board Member Signature \_\_\_\_\_

Directors: Bobby Schmitz (Pres.) and Travis Given (Treasurer) terms end Mar., 2026 / Jodi Schilling (Secretary) term ends 2024  
Meetings are held on the second Monday of every other odd month at 400 S Gillette Ave., Suite 106, Gillette, at 9:00 a.m.  
Records are stored at 400 S Gillette Ae, Suite 106, Gillette.

## **Stone Gate Estates Improvement & Service District - General Information / Guidelines**

*Updated: July 10, 2023*

The Stone Gate Estates Improvement and Service District is managed by 3 board members who are elected to four-year terms. The District generally holds regular meetings the second Monday of every other odd month (January, March, May, July, September, and November). Additional regular meetings may be scheduled as needed, and special and emergency meetings may be scheduled as well. The District follows state statutes for meetings and holds meetings in a public setting at the office of Cathey Consulting, 400 South Gillette Avenue, Suite 106, Gillette (K2 Technologies building – office entrance is on 4<sup>th</sup> Street across from Arrow Printing). Members are always welcome.

**Current Board members: Bobby Schmitz, President (307-680-4920) / Travis Given, Treasurer / Jodi Schilling, Secretary**

### **DISTRICT RATES**

\$1,440.00 per year annual assessment on property taxes. Evaluated annually during the budget process and updated as needed.

Two lots not in the District but under an agreement for roads – 65% of annual assessment direct billed.

Monthly Water Billing – Base assessment includes up to 10,000 gallons of water. Monthly billing is as follows:

Up to 10,000 gallons:	\$0.00 (included in annual assessment)
Over 10,000 gallons up to 50,000 gallons:	\$4.00 per 1,000 gallons
Over 50,000 gallons up to 100,000 gallons:	\$6.00 per 1,000 gallons
Over 100,000 gallons:	\$10.00 per 1,000 gallons

### **MONTHLY BILLING FOR WATER**

Water Guy reads meters and mails an invoice monthly to customers on the water system. Their office number is 307-299-3544 and the office is located at 512 WY-50, Gillette. There is an automatic payment option, and customers can pay over the phone with a check or mail a payment made out to Stone Gate Estates ISD to: Water Guy, PO Box 7189, Gillette, WY 82717. Payments must be received at the office of Water Guy no later than 5:00 p.m. on the 20<sup>th</sup> of the month. Water is shut off for non-payment following Water Guy's standard procedures (in general – at 30 days a late notice is sent, and at 60 days – a shut off notice is sent). Water Guy sends information to customers regarding shut off, and water is shut off if the account remains unpaid. Contact Water Guy for information on the shut off policy at 307-299-3544. Past due balances may also be assessed, at the discretion of the Board, along with the annual assessment.

### **ADMINISTRATIVE / BOOKKEEPING**

Cathey Consulting provides administrative, bookkeeping, and compliance services for the District. Minutes and updates are e-mailed to members who provide their e-mail addresses. Call 307-685-8235 or e-mail [hcathey@collinscom.net](mailto:hcathey@collinscom.net) for additional information or to be added to the e-mail list.

### **WEBSITES**

- 1) Minutes and other information are posted online at [www.catheyconsulting.net](http://www.catheyconsulting.net) – click on Stone Gate.
- 2) Water Information such as the Annual Water Quality Reports is posted online at [www.wateryuywyoming.com](http://www.wateryuywyoming.com). A link to pay for water overages is also on this website.

### **WATER SYSTEM INFORMATION:**

Water Guy is the water operator for the system and can be contacted at 307-299-3544 or through the website listed above. Residents are encouraged to follow Water Guy on Facebook for notices of emergencies or when the water lines are flushed. If the red light on the tank is flashing or there are water issues, contact Water Guy at 307-299-3544.

### **REGIONAL WATER USAGE**

The District is connected to the regional water (City of Gillette) system. The regional water is used frequently in summer months and if the District's water well goes down or there is some maintenance on the system.

### **SHUT OFF / TURN ON**

Water Guy bills the District for shut off/turn on fees. If the shut off/turn on is due to an issue on the customer's side of the meter (examples – leak in the service line or customer request for other reasons), the fees will be billed to the customer by the District.

### **WATER METER / METER PIT ACCESS AND REPAIRS**

Only authorized personnel are to be opening water meter pits. Any damages that occur because of an unauthorized person entering the meter pit will be billed to the homeowner. Contact Water Guy at the number listed above for assistance with water service.

### **WATER METER REPAIRS**

Normally, if and when repairs are required, the District will administer the repairs, and the cost will be split equally between the District and the homeowner.

### **SERVICE LINE REPAIRS**

Charges for repairs and for services completed or requested by homeowner shall be at homeowner expense.

## CONSTRUCTION REQUESTS – GENERAL INFORMATION

### **PRIOR TO BEGINNING ANY CONSTRUCTION IN THE STONE GATE ESTATES IMPROVEMENT & SERVICE DISTRICT:**

- 1) Contact the Campbell County Building and Planning office (307-685-8061) to obtain zoning approval of the proposed project and check on permitting requirements. Failure to obtain this prior approval could result in a delay on your project if you have to provide a revised set of plans which will require a new petition with signatures.**
- 2) Contact your neighbors in your phase, and receive written approval from a majority of the residents in your phase. 51% qualifies as a majority – for example, if there are 18 owners in your phase, 10 approvals are necessary for approval.**
- 3) Submit the plans and petition to the Stone Gate Estates Improvement and Service District Board of Directors.**

Print the petition form for your Phase (online at [www.catheyconsulting.net](http://www.catheyconsulting.net) – click on Stone Gate – see the files at the bottom of the screen). Remember that you will need signatures from a minimum of 51% of the landowners in your phase.

The plans that you take to your neighbors along with the petition for their review should include at a minimum:

- 1) Plans for the structure, including details on what type of exterior materials will be used.
- 2) A plot plan of your lot, showing dimensions, locations of structures, and distances from each structure from each other and from lot lines, etc. Hand drawn plans are acceptable.
- 3) Your initials should be included on all plans / maps submitted for your proposal.

Upon securing at least a majority of written approvals on the petition, then submit the completed petition with written approvals along with the same materials / plans (ORIGINALS ONLY) to the board, at which time we will write a letter to the Campbell County Planning and Zoning authorizing them to proceed with issuance of permits to construct. The County will not approve permits for the project without covenant compliance.

This describes the process. The speed at which it moves along will depend, in part, on how quickly you desire it to go.

Good luck with your construction project. If you have any other questions during the process, please feel free to ask any of the board members. Board member contact information is available in meeting minutes and online at [www.catheyconsulting.net](http://www.catheyconsulting.net) – click on Stone Gate.

## **Covenant Violations**

The Board reviewed guidelines to address reported and /or observed violations of the “Declaration of Covenants and Restrictions of Stone Gate Estates, Phases I thru V. The following guidelines have been established to insure compliance with Stone Gates’ recorded covenants.

1. From time to time as new property owners arise a welcome letter will be sent via regular mail to the new owner of record welcoming them to the Stone Gate subdivision and introducing the Board Members by providing telephone and mailing contact information. A request of the new property owner will also be included asking for contact information including correct name, preferred mailing address and email address. Also provided will be a copy of the covenants for the Phase the new property owner resides.
2. In the event a perceived covenant violation exists or has been reported, the Board members will convene to review the available information and / or facts and determine if further action is necessary.
  - a. Should the Board determine that definitively no violations occur no further action will be done.
  - b. Should the Board determine that a violation may exist an executed letter (*Appendix A*) from the Board will be sent to the property owner via regular mail informing them of the violation of recorded Stone Gate Covenants. The letter will request the land owner respond to the Board’s request for clarification on the perceived violation by a specific date provided in the letter. If additional information is available, such as county building permit statutes, this will be included as well.
3. If no response is received from the land owner by the date requested, a follow up notification of all items previously requested in item 2 will be sent again via registered mail.
4. A review of “good faith” mitigation measures will be completed by the Board and the property owner with an agreed time frame to correct the noted violation.
5. A notification of pending legal recourse will be sent via registered mail to the property owner.
6. Upon the resolution of the identified covenant violation a notification of acceptance from the Board to the property owner will be sent via regular mail.

## **Covenant Violations – Additional Information**

On occasion, violations of the covenants have been brought to the Board’s attention. According to the covenants, this Board is charged with the responsibility of enforcing them.

Each purchaser of property in Stone Gate should have been advised of the covenants by their broker, and should have received a copy from the title company at their closing. The District sends a copy of covenants to new homeowners with a “Welcome” letter.

However, some violations continue, and they will no longer be ignored. The most common and glaring violations are:

- Commencement of construction of structures without approval of the plans and plot plan.
- Inoperable vehicles left exposed in excess of one week.
- Failure to comply with the provisions on storage and removal of trash.
- Failure to maintain a reasonably aesthetic appearance.

Covenants merely spell out everyone’s responsibility to make a positive contribution to the appearance and activities in our neighborhood that maintain our quality of life and the value of our properties. Purchasing a property with those covenants is the purchaser’s implied agreement to comply with them.

As your neighbors, we much prefer that people voluntarily comply with the covenants, without the Board’s encouragement. However, the Board will not avoid its responsibility to enforce those covenants using whatever measures are appropriate.

## **District Files and Public Records Policy**

### **Public Records from Current Year**

Most of the Stone Gate Estates Improvement and Service District records are considered public records and are available for public review. To view the district's records, advance notice is requested as there is only one person that runs the office where the district's records are stored. A one week notice is requested.

Written copies of records are available at a current cost of \$3.00 per page. This is to cover the cost of the person who will be making copies as well as the cost of paper and any other supplies. Again, a one week notice is requested.

### **Public Records from Prior Years**

If information from a prior fiscal year is requested, additional time and costs may be required to pull together the information.

### **Meeting Minutes and Website**

Stone Gate meeting minutes are e-mailed to all Stone Gate homeowners who provide their e-mail address. In addition, meeting minutes and other information are posted online at [www.catheyconsulting.net](http://www.catheyconsulting.net) and can be printed from there.

**See Cathey Consulting website for updated fee schedule for public records requests.**

## **Fence Guidelines**

The residing Board met to discuss and review a consistent set of guidelines pertaining to the construction of various types of fences. The following guidelines have been established to insure compliance with the recorded covenants of all phases of Stone Gate Estate as well as Campbell County Zoning Regulations.

1. No fence should be constructed which would constitute a traffic hazard. No fence shall be constructed on any corner lot within twenty (20') of the intersecting boundary street line.
2. Any fence should be designed, constructed and maintained to insure aesthetic acceptance of adjacent lot owners.
3. No fence shall be constructed in such a manner or be of such design as to be hazardous or dangerous to persons or animals.
4. Electrical fences for District R-S shall be allowed when a valid electric fence permit has been obtained. An electrical fence shall not be permitted within fifty (50) feet of a residential area.
5. No person shall erect or maintain any fence which will materially damage the adjacent property by obstructing the view, shutting out the sunlight, or hindering ventilation or which fence shall diversely affect the public health, safety and welfare.
6. No fence shall be constructed of a height greater than six and one half (6-1/2) feet.

**Board Member Approval**

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Robert (Bobby) Schmitz, President (680-4920)

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Date

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Travis Given, Treasurer

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Date

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Jodi Schilling, Secretary

\_\_\_\_\_  
Date