

**Wild Horse Creek Improvement & Service (South) District
Budget Hearing & Regular Meeting
Minutes
Tuesday, July 2, 2024, 3:00 p.m.
Office of Cathey Consulting, 400 S Gillette Ave., Suite 106, Gillette**

BOARD MEMBERS PRESENT: Mary Kindt, Kristina Roswadowski, Lorraine Terrell
OTHERS PRESENT: Helenanne Cathey

BUDGET HEARING

Mary Kindt called the budget hearing to order at 3:03 p.m. The budget was reviewed. There was an opportunity for public comment. There were no comments at the meeting. One homeowner e-mailed after the last meeting that “We do not need to spend any more money these roads are fine this is the country not the Gillette paved roads we are not California and do not need to spend like them” Mary Kindt adjourned the budget hearing at 3:13 p.m.

REGULAR MEETING

Mary Kindt called the regular meeting to order at 3:13 p.m.

- I. **Budget Adoption** – Lorraine Terrell moved to adopt the budget for 7/1/24 – 6/30/25 for \$76,938 and adopt the resolution to assess and submit assessments to the County as approved in the budget. Kristina Roswadowski seconded. Motion carried unanimously. The budget is attached to these minutes.
- II. **Minutes** – Mary Kindt moved to approve the minutes for the regular meeting on May 1, 2024, as presented. Lorraine Terrell seconded. Motion carried unanimously.
- III. **Treasurer’s Report** – The financial information was reviewed. Kristina Roswadowski moved to accept the Treasurer’s Report and pay bills as presented and as listed below. Mary Kindt seconded. The Gillette News-Record legal ad for the director election will also be paid this month. Motion carried unanimously.

Money Market Account Balance Summary:

Balance Forward (from last meeting minutes)	\$2,157.88
04/30/24 Interest	\$0.80
05/31/24 Interest	\$0.82
06/30/14 Interest	\$0.80
Money Market Account Balance Prior To / End of Meeting:	\$2,160.30

Checking Account Balance Summary:

Balance Forward (from last meeting minutes)	\$13,739.09
05/10/24 Deposit – Assessments	\$600.00
06/10/24 Deposit – Assessments	\$9,304.74
Balance Prior to Meeting:	\$23,643.83

Bills Paid:

Ck#	Payee	Description	Amount
1257	Cathey Consulting	Inv. 7624 – May books/postage \$210.00	\$420.00
		Inv. 7665 – June books/postage \$210.00	
1258	Gillette News-Record	Inv. 24473 – Budget hearing ad	\$106.60
	Total Bills Paid		\$526.60
	Balance After Bills:		\$23,117.23

Customers / Receivables Balance – Assessments \$600.00 plus Surface Use Agreements \$3,100.00

IV. Unfinished Business

- a. Dead End, Stop Ahead and Speed Limit signs posted – Some signs have been put up, but there are some signs that still need to be put up. The Sheriff’s office has been patrolling the roads. Someone mowed around the mailboxes. Thank you to whoever mowed!

- b. Road project – Board members are planning to attend a Moon Ridge ISD meeting with some historical costs explained – specifically on North Sage Hill where all of their residents drive.

The road project is on hold because the District doesn't have the funds to do the work. A letter was signed requesting the County extend the grant deadline to June 30, 2025 instead of September 6, 2024.

County Grant approved 9/6/23

J Finch Dirt Work – low bid of \$47,730.00.

County grant application approved for \$19,653.75.

District's cost will be \$28,076.25

The only way to do the project in the near future would be to decrease the scope or add less rock and ask Moon Ridge to pay 25% of the project cost for the section of road that they drive. The County approved a grant for 50% for that portion of the road.

Project:

Blade all roads and prepare for the placement of rock in spots. Contractor provide 1,500 tons of Grade W limestone delivered and spread on various sections of roads described above. (1,500 tons is an approximation for the purpose of getting bids.)

Tonnage based on 2" depth

South Sage Hill Road 1,500 linear feet south of the curve to the bottom of the hill to south Borderline

1,300 linear feet west of Sage Hill Road

Kindt Road 1,300 linear feet west of Sage Hill Road

Curve by mailboxes as needed (from County Road auto gate around the curve up the hill – on Borderline)

Approximately 1,000 tons of the rock will be on the section of road driven by all of the people in the Moon Ridge Improvement and Service District (from the intersection of Lowery Road and Lowery Ranch Road – where the district starts coming off of the County Road (Lowery Road) to the intersection of Borderline and S Sage Hill Road to the Interstate (See map A). (Approximately 4,700 feet – the first part coming off of the County Road is the worst and will require the most rock.) Grant request for 50% for this section of road.

Wildhorse	Feet	Miles
Borderline Rd	4740	0.90
J.M. Rd	6700	1.27
Kindt Rd	2006	0.38
Lowery Ranch Rd	1810	0.34
N Sage Hill Rd	2000	0.38
S Sage Hill Rd	7600	1.44
Total	24856	4.71

J Finch Dirt Work bid and grant listed below:

Grant	Bid Amount	Grant Amt.	District Cost
25%	\$16,845.00	\$4,211.25	\$12,633.75
50%	\$30,885.00	\$15,442.50	\$15,442.50
	\$47,730.00	\$19,653.75	\$28,076.25

- c. Other Projects / Items: On hold

1. Fire Department / Fire Station / Information (Research what amount insurance costs might decrease if there were a fire station in the area.)
2. Mailboxes (7 mailbox units and 2 parcel units) – On hold as of July 10, 2013, regular board meeting. There was discussion on the problems with the mail.

- d. Director Election (November 5, 2024 – Kindt, Terrell – 4 year terms) – Applications to have your name on the ballot are due between August 7th and August 27th.

V. New Business

- a. Lorraine Terrell moved to designate First National Bank as the official depository for 7/1/24 – 6/30/25. Kristina Roswadowski seconded. Motion carried unanimously.
- b. Two board members reviewed and signed the annual Public Records Notice which will be submitted to the County reporting that the District’s files are stored at the office of Cathey Consulting.
- c. Minutes will be e-mailed and posted online in the future after the Board has formally approved and signed them instead of sending them out as a draft.

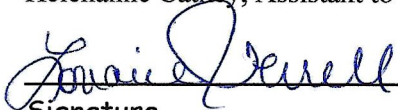
Lorraine Terrell moved to adjourn. Kristina Roswadowski seconded. The meeting was adjourned at 3:44 p.m.

No one is authorized to work on the roads except the County without board approval. Anyone that does any work on the roads or uses heavy equipment that causes damage to the roads without board authorization will be prosecuted for destruction of property.

Upcoming regular meetings (generally the first Wednesday of every other odd month at 5:00 p.m.):
Wed., Sept. 4, 2024, 5:00 p.m. Wed., Nov. 6, 2024, 5:00 p.m.

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

Respectfully submitted,
Helenanne Cathey, Assistant to the Board



Signature

Lorraine Terrell

Printed Name

9/04/2024

Date



Signature

Mary T Kindt

Printed Name

9-4-2024

Date

Mary Kindt, President / Lorraine Terrell, Vice President / Kristina Roswadowski, Secretary/Treasurer

Budget - Wild Horse Creek South ISD - 7/1/24 - 6/30/25

Budget Hearing: Tuesday, July 2, 2024, 3:00 p.m. at office of Cathey Consulting / PO Box 3502, Gillette, WY 82717

	Actual (F32)	Budget	Actual (EST)	Budget
	7/1/22 - 6/30/23	7/1/23 - 6/30/24	7/1/23 - 6/30/24	7/1/24 - 6/30/25
CASH CARRYOVER	18,626	22,337	24,310	25,909
Revenue				
Assessments	28,200	28,200	28,200	28,200
Assessments - Interest	143	75	22	75
Customer and other billing	3,332	3,250	3,100	3,100
Grants - County		6,250	0	19,654
Interest from bank	31	10	18	
TOTAL REVENUE	31,706	37,785	31,340	51,029
TOTAL REVENUE PLUS CASH CARRYOVER	50,332	60,122	55,650	76,938
Expenditures				
Capital Expenditures				
Administrative	3,247	3,300	3,000	3,500
* Operations	6,118	39,030	5,000	55,646
Indirect	626	626	626	626
Debt Principal	8,233	9,218	9,698	10,203
Interest on debt	8,933	7,948	7,468	6,963
TOTAL EXPENDITURES	27,157	60,122	25,792	76,938
Reserves-Amount to be Added				
Reserves-Amount to be spent				
Ending Reserves balance				
Receivables Start of FY	900		600	
Payables Balance Start of FY	3,714		4,549	
	6/30/2022	6/30/23 (EST)	6/30/2023	6/30/24 (EST)
BEGINNING OF FISCAL YEAR BALANCES				
GENERAL FUNDS	18,626	22,337	24,310	25,909
RESERVES BALANCES				
TOTAL FUNDS BEGINNING OF YEAR	18,626	22,337	24,310	25,909
Receivables Balance End of FY	600			
Payables Balance End of FY	4,549			
End of Year Bank Balance	24,310		25,909	

Loan \$17,166/yr.

CASH CARRYOVER

Net per year (Revenue minus Expenses) 23,175 0 29,858 0

*Operations Expenditures includes Cash Carryover in Budget.

Budget Message: The Wild Horse Creek I & S District maintains the roads. The District has a large project budgeted for the spring of 2025 - blading all of the roads, more material on South Sage Hill Road, Kindt Road, curbe by mailboxes on Borderliner. The District has no reserves at this time.

Mary Kindt
Board Member Signature

Lorraine Terrell
Board Member Signature

Directors: Mary Kindt (Pres.) & Lorraine Terrell (Vice Pres.) terms end Nov., 2024 / Kristina Roswadowski (Secretary/Treasurer) term ends Nov., 2026
Regular meetings are generally held the first Wednesday of every other odd month at 5:00 p.m. (Jan., Mar., May, July, Sept., Nov.)
Records are stored at 400 S Gillette Ac, Suite 106, Gillette.

5.3 miles of roads.	Rate History:		
12/31/23 JPA-11572 Balance: \$102,329.96	2010-2011	\$300	Formation
12/31/23 JPA-13581 Balance: \$61,900.98	2011-2012	\$350	1st increase
Total Loan Balances: \$164,230.94	2013-2014	\$400	2nd increase
JPA-11572 - 2011 - 30 yrs 4.98% / 2012 Payment #1 / 2041 final payment	2017-2018	\$600	3rd increase
JPA-13581 - 2015 - 30 yrs 5% / 2016 Payment #1 / 2045 final payment			

NOTES:
May / June 2021 Project Total: \$37,929 / Grant request total \$15,474.23 (Net District Cost: \$22,454.77)
County Grant approved for \$15,474.23 for the following three projects:

- ** 1. Add J-Base to 3,330 feet of N Sage Hill Road from intersection of Borderline Road north to interstate (\$18,803.10 X 50% grant request)
- 2. Add J-Base to approx.. 3,000 feet of Borderline Rd from mailboxes off Lowery Rd to intersection of Borderline and Sage Hill Road (\$16,140 X 33% grant request)
- 3. Add J-Base to 530 feet of S Sage Hill Rd form intersection of Borderline Road and Sage Hill Rd (going south) (\$2,985.90 X 25% grant request)

**1 - County commissioners approved this 50% request because only 14 of the 53 lots in Wild Horse Creek ISD drive this section of road whereas 100% of the landowners in Moon Ridge's 74 lot district drive that section of road. The County Commissioners approved it, taking 17% (the difference between the 33% that would normally be approved and the 50% requested in this grant request) from Moon Ridge's District Support Grant allotment.

Wildhorse	Feet	Miles
Borderline Rd	4740	0.90
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Kindt Rd	2006	0.38
Lowery Ranch Rd	1810	0.34
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Total	24856	4.71

5,280 feet in a mile

23-24 Fiscal year - develop a maintenance plan
Borderline - how often, how much rock/
other heavily travelled roads?
general road maintenance -
what material is on each road
how many culverts
how often should rock be added to segments of roads
how much road should be done each year
(1 mile=every 5 years / 1/2 a mile=every 10 years)

**Similar project approved September, 2023 by County Commissioners - project estimate \$47,730 with grant of \$19,653.75 - Hope to do project fall of 2024 or spring of 2025.

.87 miles (4,610 feet) is all of Kindt Road but not all of that road is public. .30 is the distance that is in the District.