

**Wild Horse Creek Improvement & Service (South) District
Budget Hearing and Regular Meeting Minutes
Wednesday, July 1, 2020, 5:00 p.m.
Office of Cathey Consulting, 400 S Gillette Ave., Suite 106, Gillette**

BOARD MEMBERS PRESENT: Valerie Hurm, Mary Kindt, Lorraine Terrell
OTHERS PRESENT: Helenanne Cathey

BUDGET HEARING

Mary Kindt called the budget hearing to order at 5:00 p.m. The budget was reviewed. There was an opportunity for public comment. Mary Kindt adjourned the budget hearing at 5:03 p.m.

REGULAR MEETING

Mary Kindt called the regular meeting to order at 5:03 p.m.

- I. Budget Adoption** – Valerie Hurm moved to adopt the budget for 7/1/20 – 6/30/21 for \$60,005 and adopt the resolution to assess and submit assessments to the County as approved in the budget. Lorraine Terrell 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 6, 2020, as written. Lorraine Terrell seconded. Motion carried unanimously.
- III. Treasurer’s Report** – The financial information was reviewed. Valerie Hurm moved to transfer \$10,000 from the checking account to the money market account. Lorraine Terrell seconded. Motion carried unanimously. Lorraine Terrell moved to accept the Treasurer’s Report and pay bills as presented. Valerie Hurm seconded. Motion carried unanimously.

Money Market Account Balance Summary:

Balance Forward (from last meeting minutes)		\$3,087.66
04/30/20	Interest	\$0.47
05/31/20	Interest	\$0.39
06/30/20	Interest	No statement yet.
07/01/20	Transfer from checking	\$10,000.00
Money Market Account Balance Prior To / End of Meeting:		\$13,088.52

Checking Account Balance Summary:

Balance Forward (from last meeting minutes)		\$9,257.47
05/11/20	Deposit – Assessments	\$600.00
06/09/20	Deposit – Assessments	\$10,228.11
06/30/20	Deposit – Assessments	\$303.85
Balance Prior to Meeting:		\$20,389.43

Bills Paid:

Ck#	Payee	Description	Amount
1192	Cathey Consulting	Inv. 5503 – May books/postage \$217.65	\$ 427.65
		Inv. 5546 – June books/postage \$210.00	
1193	Crown Grading	Inv. 98 – 13 hours blading roads	\$1,300.00
1194	Gillette News-Record	Ad 00361209 – Budget hearing ad	\$ 73.50
Total			\$1,801.15
Ck# 1195 – Wild Horse Creek ISD – Transfer to Checking			\$10,000.00
Balance After Bills:			\$8,588.28

Customers / Receivables Balance – Assessments \$2,400.00

IV. Unfinished Business

- a. Signs – Dead End, Stop Ahead and No Parking signs will be installed as soon as possible.
- b. Road Work – Roads will be bladed again at the end of July if there is some moisture this month.

A reminder to landowners to slow down and respect the roads.

c. Other Projects / Items on hold:

1. Fire Department / Fire Station / Information (Valerie Hurm researching 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.

V. New Business

- a. Public Records Notice – Two board members signed the notice to submit to the County indicating that the District’s records are stored at the office of Cathey Consulting, 400 S Gillette Avenue, Suite 106, Gillette.
- b. Official Depository – Valerie Hurm moved to designate First National Bank as the official depository for 7/1/20 – 6/30/21. Mary Kindt seconded. Motion carried unanimously.
- c. Director Election – November 3, 2020 (Kindt, Terrell) – The following legal ad will run in the News-Record on July 14, 2020:

NOTICE OF DIRECTOR ELECTION
WILD HORSE CREEK IMPROVEMENT & SERVICE DISTRICT (SOUTH)
CAMPBELL COUNTY, WYOMING

Public Notice is hereby given that on Tuesday, November 3, 2020, an election shall be held for the purpose of electing two Directors for four-year terms to the Board of the Wild Horse Creek Improvement & Service District (South). The election shall be conducted by mail ballot, and anyone entitled to vote shall receive a ballot with a return envelope stating the date and time the ballot must physically be in the hands of the election official. A polling place will be available at Cathey Consulting, 400 South Gillette Avenue, Suite 106, Gillette, on Tuesday, November 3, 2020, between 9:00 a.m. and 2:00 p.m.

Any qualified elector may run for Director by filing an application for election with the Secretary of the District between August 5, 2020, and August 25, 2020. An application may be obtained by calling Cathey Consulting at 307-685-8235 or going to www.catheyconsulting.net.

Valerie Hurm, Secretary/Treasurer / Filing Officer
Wild Horse Creek Improvement & Service District (South)

Lorraine Terrell moved to adjourn. Mary Kindt seconded. The meeting adjourned at 5:11 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.):

Wednesday, September 2, 2020, 5:00 p.m. / Wednesday, November 4, 2020, 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

Mary Kindt, President

Date

Lorraine Terrell, Vice President

Date

Valerie Hurm, Secretary/Treasurer

Date

Budget - Wild Horse Creek South ISD - 7/1/2020 - 6/30/2021				
Budget Hearing Wednesday, July 1, 2020, 5:00 p.m. at office of Cathey Consulting / PO Box 3502, Gillette, WY 82717				
	Actual (F32)	Budget	Actual (EST)	Budget
	7/1/18 - 6/30/19	7/1/19 - 6/30/20	7/1/19 - 6/30/20	7/1/20 - 6/30/21
Revenue				
Assessments(53 lots / 47 assessed \$600 per owner)	28,200	28,200	28,200	28,200
Assessments - Interest	78	75	65	75
Bank Interest	8	10	8	10
Grants - County	941	2,500		2,250
Moon Ridge Reimbursement/Assistance		150		150
Surface Use Agree. (C & H \$2,500/Citation \$1,600)	4,100	4,100	4,100	4,100
Other Revenue				
Receivables End of Prior FY		900		2,100
TOTAL REVENUE	33,327	35,935	32,373	36,885
CASH CARRYOVER	20,385	26,289	26,289	23,120
TOTAL REVENUE PLUS CASH CARRYOVER	53,712	62,224	58,662	60,005
Expenditures				
Administrative				
Contract Admin./Bookkeeping (210 X 12)	2,520	2,700	2,520	2,700
Contract Legal		200		200
Office / Postage	452	300	300	300
TOTAL ADMINSTRATIVE	2,972	3,200	2,820	3,200
Indirect				
Insurance - Bond	126	126	126	126
Insurance - Directors & Officers/Liability	500	500	500	500
TOTAL INDIRECT COSTS	626	626	626	626
INTEREST - TOTAL COSTS	10,274	9,750	9,153	8,089
DEBT - PRINCIPAL COSTS	6,892	7,473	8,013	9,134
Operations				
Misc. (Cash Carryover)		20,496		21,319
Road Upgrades / Major Repairs / Rock		10,000		9,000
Road Blading / Rock / Mowing	11,447	4,200	9,738	6,836
Roads - Mowing	0	686	0	
Roads - Rock 1/4 mile per year				
Mailboxes				
Other Road Work				
Payables End of Prior FY		5,793		1,801
TOTAL OPERATIONS COSTS (excluding misc./rollover)	11,447	14,886	9,738	15,836
TOTAL OPERATIONS COSTS (including misc./rollover)	11,447	41,175	9,738	38,956
TOTAL EXPENDITURES (EXCLUDING MISC/ROLLOVER)	32,211	35,935	30,350	36,885
TOTAL EXPENDITURES (INCLUDING MISC/ROLLOVER)	32,211	62,224	30,350	60,005
Receivables Start of FY	900		900	
Payables Balance Start of FY	1,005		5,793	
	6/30/2018	6/30/2019	6/30/2019	6/30/20 (EST)
BEGINNING OF FISCAL YEAR BALANCES				
GENERAL FUNDS	20,385	26,289	26,289	23,120
RESERVES BALANCES				
TOTAL FUNDS BEGINNING OF YEAR	20,385	26,289	26,289	23,120
Receivables Balance End of FY	900		2,100	
Payables Balance End of FY	5,793		1,801	
End of Year Bank Balance	26,289		23,120	
Net per year (Revenue minus Expens.)	1,116	0	2,023	0
Net (including cash carryover)	21,501	0	28,312	0

\$600 assessment / \$366.45 is for loan payments.

1 hr \$75 X 4 X per yr X 50% Invoice in July

\$12,537.03 - 1st Loan
\$4,686.46 - 2nd loan
Total: \$17,223.49 due 12/1
\$17,166.30 - Actual payments

CASH CARRYOVER

Budget Message: The Wild Horse Creek I & S District maintains the roads. The District has no reserves at this time.

Board Member Signature

Board Member Signature

Directors: Valerie Hurm (Sec./Treas.) term ends Nov., 2022 / Mary Kindt (Pres.) & Lorraine Terrell (Vice Pres.) terms end Nov., 2020
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 Ae, Suite 106, Gillette.

5.3 miles of roads. Rate History: 2010-2011 \$300 Formation
6/30/20 JPA-11572 Balance: \$128,044.69 2011-2012 \$350 1st increase
6/30/20 JPA-13581 Balance: \$68,514.86 2013-2014 \$400 2nd increase
Total Loan Balances: \$196,559.55 2017-2018 \$600 3rd increase
JPA-11572 - 2011 - 30 yrs 4.98% / 2012 Payment #1 / 2041 final payment
JPA-13581 - 2015 - 30 yrs 5% / 2016 Payment #1 / 2045 final payment