

Wild Horse Creek Improvement & Service (South) District
Budget Hearing / Regular Meeting Minutes
Wednesday, July 3, 2019, 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. There was no public comment. Valerie Hurm moved to close the budget hearing. Lorraine Terrell seconded. Motion carried unanimously.

REGULAR MEETING

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

- I. Budget** – Lorraine Terrell moved to adopt the budget of \$62,224.00 and resolution to assess, and submit assessments to the County as approved in the budget. Mary Kindt seconded. Motion carried unanimously. The budget is attached to these minutes.
- II. Minutes** – Lorraine Terrell moved to approve the minutes for the regular meeting on May 1, 2019, as written. Valerie Hurm seconded Motion carried unanimously.
- III. Treasurer’s Report** – The financial information was reviewed. Valerie Hurm moved to accept the Treasurer’s Report and pay the bills as presented. Lorraine Terrell seconded. Motion carried unanimously.

Money Market Account Balance Summary:			
Balance Forward (from last meeting minutes)			\$3,078.71
04/30/19	Interest	\$0.76	
05/31/19	Interest	\$0.78	
06/30/19	NO BANK STATEMENT YET.		
Money Market Account Balance Prior To / End of Meeting:			\$3,080.25
Checking Account Balance Summary:			
Balance Forward (from last meeting minutes)			\$12,703.40
05/10/19	Deposit – Assessments	\$1,200.00	
06/11/19	Deposit – Assessments	\$9,000.00	
06/19/19	Deposit – Assessments	\$305.18	
Balance Prior to Meeting:			\$23,208.58
Bills Paid:			
Ck#	Payee	Description	Amount
1177	Wyo Earthmoving Corp	Inv. 6281 – Road work, rock	\$ 5,299.36
1178	Cathey Consulting	Inv. 4978 – May books/postage \$215.65	\$ 425.65
		Inv. 5025 – June books/postage \$210.00	
1179	Gillette News-Record	Ad 00352103 – Budget hearing	\$ 68.81
Total			\$ 5,793.82
Checking Account Ending Balance:			\$17,414.76

Customers / Receivables Balance – Assessments \$5,000.00

IV. Unfinished Business

- a. Roads –
 - 1. Mountain Peak Builders provided a quote for \$2,620 to pull up lost material on shoulders and use it to establish a minimum 2% crown. Valerie Hurm moved to hire Mountain Peak Builders for an amount not to exceed \$3,500, and the Board will reassess the roads after that

and put together a project utilizing the County grant. Lorraine Terrell seconded. Motion carried unanimously.

- b. Signs – Dead End sign and Stop Ahead sign will be installed sometime.
- 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.

i. New Business

- a. Official Depository – Lorraine Terrell moved to designate First National Bank for the official depository for 7/1/19 – 6/30/20. Mary Kindt seconded. Motion carried unanimously
- b. An e-mail was sent on June 17, 2019, to the e-mail lists for Wild Horse Creek ISD and Moon Ridge ISD with the following notice:

Parking is no longer permitted at the mailboxes on Lowery Ranch Road. It has actually never been a designated public parking area and it has become a safety hazard. For safety and maintenance purposes parking is no longer permitted here except for school bus delivery and pickup. The Sheriff’s Office will begin ticketing and/or towing vehicles that continue to park in this area.

No Parking signs will be installed soon. Mary Kindt moved to order and install a “No Parking - Bus Loading Zone” sign. Lorraine Terrell seconded. Motion carried unanimously.

Lorraine Terrell moved to adjourn. Mary Kindt seconded. The meeting adjourned at 5:29 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 4, 2019, 5:00 p.m.

Wednesday, November 6, 2019, 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 - 7/1/2019 - 6/30/2020 - FINAL

Budget Hearing Wednesday, July 3, 2019, 5:00 p.m. at office of Cathey Consulting / PO Box 3502, Gillette, WY 82717

	Actual	Budget	Actual (EST)	Budget
	7/1/17 - 6/30/18	7/1/18 - 6/30/19	7/1/18 - 6/30/19	7/1/19 - 6/30/20
Revenue				
Assessments(54 lots / 47 assessed \$600 per owner)	28,200	28,200	28,200	28,200
Assessments - Interest	64		78	75
Bank Interest	4		8	10
Grants - County		941	941	2,500
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
TOTAL REVENUE	32,368	33,391	33,327	35,935
CASH CARRYOVER	4,229	20,386	20,385	26,289
TOTAL REVENUE PLUS CASH CARRYOVER	36,597	53,777	53,712	62,224
Expenditures				
Administrative				
Contract Admin./Bookkeeping (210 X 12)	2,650	2,700	2,520	2,700
Contract Legal		200		200
Office / Postage	87	300	452	300
TOTAL ADMINISTRATIVE	2,737	3,200	2,972	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	10,816	10,768	10,274	9,750
DEBT - PRINCIPAL COSTS	6,350	6,455	6,892	7,473
Operations				
Misc. (Cash Carryover)		20,386		20,496
Road Upgrades / Major Repairs		7,454		10,000
Road Blading / Rock	2,700	4,200	11,447	4,200
Roads - Mowing	687	688	0	686
Roads - Rock 1/4 mile per year				
Mailboxes				
Other Road Work				
Payables End of Prior FY				5,793
TOTAL OPERATIONS COSTS (excluding misc./rollover)	3,387	12,342	11,447	14,886
TOTAL OPERATIONS COSTS (including misc./rollover)	3,387	32,728	11,447	41,175
TOTAL EXPENDITURES (EXCLUDING MISC./ROLLOVER)	23,916	33,391	32,211	35,935
TOTAL EXPENDITURES (INCLUDING MISC./ROLLOVER)	23,916	53,777	32,211	62,224
Receivables Start of FY	7,857			900
Payables Balance Start of FY	257		1,005	
	6/30/2017	6/30/18 (EST)	6/30/2018	6/30/18 (EST)
BEGINNING OF FISCAL YEAR BALANCES				
GENERAL FUNDS	4,229	20,386	20,385	26,289
RESERVES BALANCES				
TOTAL FUNDS BEGINNING OF YEAR	4,229	20,386	20,385	26,289
Receivables Balance End of FY	900		900	
Payables Balance End of FY	1,005		5,793	
End of Year Bank Balance	20,386		26,289	
Net per year (Revenue minus Expens.)	8,452	0	1,116	0
Net (including cash carryover)	12,681	0	21,501	0

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 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
2011-2012	\$350	1st increase
2013-2014	\$400	2nd increase
2017-2018	\$600	3rd increase

6/30/19 JPA-11572 Balance: \$134,622.14

6/30/19 JPA-13581 Balance: \$69,950.87

Total Loan Balances: \$204,573.01

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