

**Wild Horse Creek Improvement & Service (South) District  
Budget Hearing and Regular Meeting  
Minutes  
Wednesday, July 7, 2021, 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 discussed. There was an opportunity for public comment. Lorraine Terrell moved to adjourn the budget hearing. Mary Kindt seconded. The budget hearing adjourned at 5:05 p.m.

**REGULAR MEETING**

Mary Kindt called the regular meeting to order at 5:05 p.m.

- I. Budget** – Mary Kindt moved to adopt the budget for 7/1/21-6/30/22 for \$82,082.00 and adopt the resolution to assess and submit assessments to the County as approved in the budget. Valerie Hurm 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 5, 2021, as written. Mary Kindt seconded. Motion carried unanimously.
- III. Treasurer’s Report** – The financial information was reviewed. Lorraine Terrell moved to accept the Treasurer’s Report and pay bills, including \$22,379 to Melgaard (leaving \$15,421 unpaid as of today), and transfer \$10,000 from the money market account to the checking account. Valerie Hurm seconded. Motion carried unanimously. Valerie Hurm moved to pay the remainder of Melgaard Construction’s bill when the grant money has been received. Mary Kindt seconded. Motion carried unanimously.

Money Market Account Balance Summary:

<b>Balance Forward (from last meeting minutes)</b>			<b>\$13,099.01</b>
04/30/21	Interest	\$1.29	
05/31/21	Interest	\$1.34	
06/30/21	Interest	No statement yet.	
07/07/21	Ck# 1005 – Wild Horse Creek ISD – Transfer to Checking	\$10,000.00	
<b>Money Market Account Balance Prior To / End of Meeting:</b>			<b>\$3,101.64</b>

Checking Account Balance Summary:

<b>Balance Forward (from last meeting minutes)</b>			<b>\$7,989.09</b>
05/10/21	Deposit – Assessments	\$1,500.00	
06/14/21	Deposit – Assessments	\$7,800.00	
06/30/21	Deposit – Assessments	\$934.77	
<b>Balance Prior to Meeting:</b>			<b>\$18,223.86</b>

**Bills Paid:**

Ck#	Payee	Description	Amount
1212	Cathey Consulting	Inv. 6051 – May books/postage \$218.65	\$428.65
		Inv. 6095 – June books/postage \$210.00	
1213	Gillette News-Record	Legal ad 00367842 – Budget hearing ad	\$78.75
1214	Melgaard Constr.	Inv. 38154 – Blade & shape roads & base	\$22,379.00
		\$37,800 total bill	

Total Bills Paid \$22,886.40

Transfer from Money Market \$10,000.00

**Balance After Bills:** **\$5,337.46**

Customers / Receivables Balance – Assessments \$300 / Surface Use Agreements \$4,100

Bills remaining unpaid: Melgaard Construction Invoice 38154 = \$37,800 - \$22,379 paid today = \$15,421.00 to be paid when grant money has been received.

**IV. Unfinished Business**

- a. Dead End, Stop Ahead and “No Parking” signs installed – No update.
- b. Road Work – Project Total Bid: \$37,929 / Grant request: \$15,474.23 (Net District Cost: \$22,454.77)
  - 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 Lower 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)

**The road work was completed. The invoice amount was \$37,800 with a grant reimbursement request of \$15,421.59 – The grant paperwork was all signed and will be submitted to the County for reimbursement and to close out the grant. When the reimbursement from the grant is received, the remainder of Melgaard Construction’s bill will be paid.**

- 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 stating that the District’s records are stored at the office of Cathey Consulting (400 S Gillette Ave., Suite 106, Gillette).
- b. Official Depository – Lorraine Terrell moved to designate First National Bank as the official depository for 7/1/21 – 6/30/22. Mary Kindt seconded. Motion carried unanimously.

Lorraine Terrell moved to adjourn. Valerie Hurm seconded. The meeting adjourned at 5:17 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 1, 2021, 5:00 p.m.      Wednesday, November 3, 2021, 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 - 7/1/2021 - 6/30/2022						
Budget Hearing Wednesday, July 7, 2021, 5:00 p.m. at office of Cathey Consulting / PO Box 3502, Gillette, WY 82717						
		Actual (F32)	Budget	AMENDED BUDGET	Actual (EST)	Budget
		7/1/19 - 6/30/20	7/1/20 - 6/30/21	7/1/20 - 6/30/21	7/1/20 - 6/30/21	7/1/21 - 6/30/22
<b>Revenue</b>						
	Assessments(53 lots / 47 assessed \$600 per owner)	28,200	28,200	28,200	28,200	28,200
	Assessments - Interest	93	75	150	189	75
	Bank Interest	8	10	10	13	10
	Grants - County		2,250	15,474	15,422	2,500
	Moon Ridge Reimbursement/Assistance		150	150		150
	Surface Use Agree. (C & H \$2,500/Citation \$1,600)	4,100	4,100	4,100	4,100	4,100
	Other Revenue					
	Receivables End of Prior FY		2,100	15,721		15,721
	<b>TOTAL REVENUE</b>	<b>32,401</b>	<b>36,885</b>	<b>63,805</b>	<b>47,924</b>	<b>50,756</b>
	<b>CASH CARRYOVER</b>	<b>26,289</b>	<b>23,120</b>	<b>23,120</b>	<b>23,478</b>	<b>31,326</b>
	<b>TOTAL REVENUE PLUS CASH CARRYOVER</b>	<b>58,690</b>	<b>60,005</b>	<b>86,925</b>	<b>71,402</b>	<b>82,082</b>
<b>Expenditures</b>						
<b>Administrative</b>						
	Contract Admin./Bookkeeping (210 X 12)	2,526	2,700	2,700	2,570	2,700
	Contract Legal		200	100		200
	Office / Postage	163	300	400	499	300
	<b>TOTAL ADMINSTRATIVE</b>	<b>2,689</b>	<b>3,200</b>	<b>3,200</b>	<b>3,069</b>	<b>3,200</b>
<b>Indirect</b>						
	Insurance - Bond	126	126	126	126	126
	Insurance - Directors & Officers/Liability	500	500	500	500	500
	<b>TOTAL INDIRECT COSTS</b>	<b>626</b>	<b>626</b>	<b>626</b>	<b>626</b>	<b>626</b>
	<b>INTEREST - TOTAL COSTS</b>	<b>9,153</b>	<b>8,089</b>	<b>10,015</b>	<b>10,015</b>	<b>8,089</b>
	<b>DEBT - PRINCIPAL COSTS</b>	<b>8,013</b>	<b>9,134</b>	<b>7,151</b>	<b>7,151</b>	<b>9,134</b>
<b>Operations</b>						
	Misc. (Cash Carryover)		21,319	8,297		8,740
	Road Upgrades / Major Repairs / Rock		9,000	37,929	37,800	10,000
	Road Blading / Rock / Mowing	9,538	6,836	3,986	4,300	3,986
	Roads - Mowing	0			0	
	Roads - Rock 1/4 mile per year					
	Mailboxes					
	Other Road Work					
	Payables End of Prior FY		1,801	38,307		38,307
	<b>TOTAL OPERATIONS COSTS (excluding misc./rollover)</b>	<b>9,538</b>	<b>15,836</b>	<b>41,915</b>	<b>42,100</b>	<b>52,293</b>
	<b>TOTAL OPERATIONS COSTS (including misc./rollover)</b>	<b>9,538</b>	<b>38,956</b>	<b>88,519</b>	<b>42,100</b>	<b>61,033</b>
	<b>TOTAL EXPENDITURES (EXCLUDING MISC/ROLLOVER)</b>	<b>30,019</b>	<b>36,885</b>	<b>62,907</b>	<b>62,961</b>	<b>73,342</b>
	<b>TOTAL EXPENDITURES (INCLUDING MISC/ROLLOVER)</b>	<b>30,019</b>	<b>60,005</b>	<b>109,511</b>	<b>62,961</b>	<b>82,082</b>
	Receivables Start of FY	900				2,100
	Payables Balance Start of FY	5,793			1,801	
		6/30/2019	6/30/20 (EST)	6/30/20 (EST)	6/30/2020	6/30/21 (EST)
<b>BEGINNING OF FISCAL YEAR BALANCES</b>						
	<b>GENERAL FUNDS</b>	<b>26,289</b>	<b>23,120</b>	<b>23,120</b>	<b>23,478</b>	<b>31,326</b>
	<b>RESERVES BALANCES</b>					
	<b>TOTAL FUNDS BEGINNING OF YEAR</b>	<b>26,289</b>	<b>23,120</b>	<b>23,120</b>	<b>23,478</b>	<b>31,326</b>
	Receivables Balance End of FY	2,100			15,721	
	Payables Balance End of FY	1,801			38,307	
	End of Year Bank Balance	23,479			31,326	
	Net per year (Revenue minus Expens.)	2,382	0	898	-15,037	-22,586
	Net (including cash carryover)	28,671	0	-22,586	8,441	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. A major road project was completed in May and June, 2021 utilizing a great deal of support from the Campbell County Commissioners. No major projects are anticipated this year. 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., 2024  
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  
6/30/21 JPA-11572 Balance: \$122,511.54 2011-2012 \$350 1st increase  
6/30/21 JPA-13581 Balance: \$66,897.36 2013-2014 \$400 2nd increase  
Total Loan Balances: \$189,408.90 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

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 Lower 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 from 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.