

**Wild Horse Creek Improvement & Service (South) District
Regular Meeting Minutes
Wednesday, May 2, 2018, 5:00 p.m.
Office of Cathey Consulting, 400 S Gillette Ave., Suite 106, Gillette**

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

Mary Kindt called the meeting to order at 5:02 p.m.

- I. **Minutes** – Lorraine Terrell moved to approve the minutes for the regular meeting on March 7, 2018. Mary Kindt seconded. Motion carried unanimously.
- II. **Treasurer’s Report** – The financial information was reviewed. Lorraine Terrell moved to accept the Treasurer’s Report and pay the bills as presented. Mary Kindt seconded. Motion carried unanimously.

Money Market Account Balance Summary:

Balance Forward (from last meeting minutes) \$3,070.91

03/31/18 Interest \$0.31

04/30/18 Interest NO STATEMENT YET.

Money Market Account Balance Prior To / End of Meeting: \$3,071.22

Checking Account Balance Summary:

Balance Forward (from last meeting minutes) \$5,354.39

04/09/18 Deposit – Assessments \$600.00

Balance Prior to Meeting: \$5,954.39

Bills Paid:

Ck#	Payee	Description	Amount
1160	Cathey Consulting	Inv. 4369 – Mar. books/postage \$205.50	\$405.50
		Inv. 4411 – Apr. books/postage \$200.00	
Total			\$405.50
Checking Account Ending Balance:			\$5,548.89

Customers / Receivables Balance – Assessments - \$12,600.00

III. Unfinished Business

- a. Signs – Valerie Hurm has the Dead End sign and Stop Ahead sign, and they will be installed when possible. Mary Kindt has some posts that can be used.
- b. There was discussion on the roads. Oedekoven should be doing more blading. There was discussion on getting two belly dump loads of rock – from the intersection of Borderline and North and South Sage Hill Road west on Borderline 300 feet. Mary Kindt moved to have Valerie Hurm get quotes and get a County grant application submitted and do the project as soon as the grant is approved. Lorraine Terrell seconded. Motion carried unanimously.
- c. Budget for 7/1/18 – 6/30/19 – The budget was reviewed. Valerie Hurm moved to approve the preliminary budget as presented. Lorraine Terrell seconded. Motion carried unanimously. The budget is attached to these minutes. The following legal ad will run prior to the budget hearing:

**LEGAL NOTICE OF PUBLIC BUDGET HEARING
WILD HORSE CREEK (SOUTH) IMPROVEMENT & SERVICE DISTRICT**

The Wild Horse Creek (South) Improvement and Service District will hold a public hearing and meeting to consider and adopt the 7/1/18 - 6/30/19 budget on July 11, 2018, 5:00 p.m. at the office of Cathey Consulting at 400 South Gillette Avenue, Suite 106 (K2 Technologies Building – entrance is on 4th Street across from Arrow Printing). Budget summary:

Expenses: Administrative \$3,200 / Indirect \$626 / Operations/Misc. \$23,646 / Loan
Payments \$17,223
Revenue / Carryover: \$44,695

The annual assessment will remain at \$600 per lot. The budget can be reviewed in its entirety at www.catheyconsulting.net with the May 2, 2018, meeting minutes. To contact the District or for special accommodations for the hearing, call Helenanne Cathey at 307-685-8235.

b. Other Projects / Items / ON HOLD FOR NOW:

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.

There was discussion on the mailboxes. A landowner has dug holes so people could re-set their posts. The trash sitting by the mailboxes will be thrown in the garbage.

IV. New Business

- a. Election (Nov. 6, 2018 – Hurm – 4 year term) – The following legal ad will run in the News-Record on July 11, 2018.

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

Public Notice is hereby given that on Tuesday, November 6, 2018, an election shall be held for the purpose of electing one Director for a four-year term 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 6, 2018, 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 8, 2018, and August 28, 2018. 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)

Mary Kindt adjourned the meeting at 5:41 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 meetings (generally the first Wednesday of every other odd month at 5:00 p.m.):

Wednesday, July 11, 2018, 5:00 p.m. (2nd Wednesday due to July 4th holiday) (Budget Hearing and Regular Meeting)

Wednesday, September 5, 2018, 5:00 p.m.

Wednesday, November 7, 2018, 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 - 7/1/18 - 6/30/19

Budget Hearing July 11, 2018, 5:00 p.m. at office of Cathey Consulting / PO Box 3502, Gillette, WY 82717

	Actual	Budget	Actual (EST)	Budget
	7/1/16 - 6/30/17	7/1/17 - 6/30/18	7/1/17 - 6/30/18	7/1/18 - 6/30/19
Revenue				
Assessments(54 lots / 47 assessed \$600 per owner)	18,800	28,200	28,200	28,200
Assessments - Interest	92			
Bank Interest	12		3	
Grants - County	7,857			
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				
TOTAL REVENUE	30,861	32,450	32,303	32,450
CASH CARRYOVER	29,324	4,229	4,229	12,245
TOTAL REVENUE PLUS CASH CARRYOVER	60,185	36,679	36,532	44,695
Expenditures				
Administrative				
Contract Admin./Bookkeeping (210 X 12)	2,600	2,400	2,650	2,700
Contract Legal				200
Office / Postage	441	300	300	300
TOTAL ADMINSTRATIVE	3,041	2,700	2,950	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	10,921	10,000	10,816	10,768
DEBT - PRINCIPAL COSTS	6,245	7,223	6,350	6,455
Operations				
Misc. (Cash Carryover)		4,229		12,245
Road Upgrades / Major Repairs	27,870	11,901		6,513
Road Blading			2,800	4,200
Roads - Mowing			688	688
Roads - Rock 1/4 mile per year				
Mailboxes				
Other Road Work				
TOTAL OPERATIONS COSTS (excluding misc./rollover)	27,870	11,901	3,488	11,401
TOTAL OPERATIONS COSTS (including misc./rollover)	27,870	16,130	3,488	23,646
TOTAL EXPENDITURES (EXCLUDING MISC/ROLLOVER)	48,703	32,450	24,230	32,450
TOTAL EXPENDITURES (INCLUDING MISC/ROLLOVER)	48,703	36,679	24,230	44,695
Receivables Start of FY	600		7,857	
Payables Balance Start of FY	253		257	
	7/1/2016	7/1/2017	7/1/2017	7/1/2018 (EST)
BEGINNING OF FISCAL YEAR BALANCES				
GENERAL FUNDS	29,324	4,229	4,229	12,245
RESERVES BALANCES				
TOTAL FUNDS BEGINNING OF YEAR	29,324	4,229	4,229	12,245
Receivables Balance End of FY	7,857		7,857	
Payables Balance End of FY	257		200	
End of Year Bank Balance	4,229		12,245	
Net per year (Revenue minus Expens.)	-17,842	0	8,073	0
Net (including cash carryover)	11,482	0	12,302	0

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

5% increase

\$12,537.03 - 1st Loan
\$4,686.46 - 2nd loan
Total: \$17,223.49
due by Dec. 1.

700 X 6 mo./yr

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., 2018 / Mary Kindt (Pres.) & Lorraine Terrell (Sec./Treas.) 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
7/1/18 JPA-11572 Balance: \$140,141.09 2011-2012 \$350 1st increase
7/1/18 JPA-13581 Balance: \$71,324.09 2013-2014 \$400 2nd increase
Total Loan Balances: \$211,465.18 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