Wild Horse Creek Improvement & Service (South) District
Budget Hearing (7/1/20 – 6/30/21 Amended Budget) and Regular Meeting
Minutes
Wednesday, May 5, 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 – Amended budget for 7/1/20 – 6/30/21
Mary Kindt called the budget hearing to order at 5:05 p.m. The budget was discussed. The main reason for amending the budget for the current year is the road project and higher grant amount. There was an opportunity for public comment. Valerie Hurm moved to adjourn the budget hearing. Lorraine Terrell seconded. The budget hearing adjourned at 5:07 p.m.

REGULAR MEETING
Mary Kindt called the regular meeting to order at 5:07 p.m.

I. **Budget –** Lorraine Terrell moved to adopt the amended budget for 7/1/20-6/30/21 for $71,204.00. Mary Kindt seconded. Motion carried unanimously. The amended budget is attached to these minutes.

II. **Minutes –** Lorraine Terrell moved to approve the minutes for the regular meeting on March 3, 2021, as written. Valerie Hurm 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 as presented. Valerie Hurm seconded. Motion carried unanimously.

Money Market Account Balance Summary:

Balance Forward (from last meeting minutes)			**$13,096.47**
02/28/21	Interest	$1.21	
03/31/21	Interest	$1.33	
04/30/21	Interest	No statement yet.	
Money Market Account Balance Prior To / End of Meeting:			**$13,099.01**

Checking Account Balance Summary:

Balance Forward (from last meeting minutes)			**$8,628.14**
03/09/21	Deposit – Assessments	$915.83	
04/05/21	Ck# 1209 – Crown Grading – Invoice 112 – Blade roads $1,600.00		
04/12/21	Deposit – Assessments	$600.00	
Balance Prior to Meeting:			**$8,543.97**

Bills Paid:

Ck#	Payee	Description	Amount
1210	Cathey Consulting	Inv. 5957 – Mar. books/postage $218.20	$478.75
		Inv. 5960 – Check between meetings $50.00	
		Inv. 6006 – Apr. books/postage $210.55	
1211	Gillette News-Record	Legal ad 00366748 – Amended budget hearing	$76.13
Total Bills Paid			$554.88
Balance After Bills:			$7,989.09

Customers / Receivables Balance – Assessments $10,500.00

IV. **Unfinished Business**
a. Signs – Dead End, Stop Ahead and No Parking signs will be installed this spring.
b. Road Work – Project Total: $37,929 / Grant request: $15,474.23 (Net District Cost: $22,454.77) – Mary Kindt reported that she talked to Curt at Melgaard Construction, and they should be working on the project this spring. It would be good to do the project when there is moisture. The last blading didn't last very well because there wasn't much moisture. The project scope is as follows:

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)

There is a semi-truck turning around by the underpass that is breaking the road down. It looks like it is hauling in equipment. It's a blue vehicle with a flatbed. Board members are trying to find out who it is to get them to stop.

c. Budget for 7/1/21 – 6/30/22 – The budget was reviewed. There was discussion on any federal funds that might be available for road maintenance. Mary Kindt will talk to Carol Seeger in the County Commissioners office regarding funds for roads. Valerie Hurm moved to approve the proposed budget for 7/1/21 – 6/30/22 as discussed. Lorraine Terrell seconded. Motion carried unanimously. The proposed budget is attached to these minutes. The following legal ad will run June 22, 2021:

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 to review the 7/1/21 – 6/30/22 budget followed by the regular District meeting to adopt the budget and conduct regular business at the office of Cathey Consulting at 400 South Gillette Avenue, Suite 106, Gillette, Wyoming, (City Hall Mall / K2 Technologies Building – entrance is on 4th Street across from Arrow Printing) on July 7, 2021, 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. $24,344 / Loan Payments $17,223
Revenue / Carryover: $45,393

The annual assessment will remain at $600 per lot. The budget can be reviewed in its entirety at www.catheyconsulting.net with the May 5, 2021, meeting minutes. To contact the District or for special accommodations for the hearing, call Helenanne Cathey at 307-685-8235.

d. 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. None

Lorraine Terrell moved to adjourn. Mary Kindt seconded. The meeting adjourned at 5:37 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, July 7, 2021, 5:00 p.m. (Budget Hearing and Regular Meeting)
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 - 7/1/2020 - 6/30/2021 - AMENDED BUDGET 5/5/21						
AMENDED Budget Hearing Wednesday, May 5, 2021, 5:00 p.m. at 400 S Gillette Ave., Suite 106, Gillette					5/5/2021	
	Actual (F32)	Budget	Actual (EST)	Budget	AMENDED 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	7/1/20 - 6/30/21	
Revenue						
Assessments(53 lots / 47 assessed $600 per owner)	28,200	28,200	28,200	28,200	28,200	$600 assessment / $366.45
Assessments - Interest	78	75	65	75	150	is for loan payments.
Bank Interest	8	10	8	10	10	
Grants - County	941	2,500		2,250	15,474	
Moon Ridge Reimbursement/Assistance		150		150	150	1 hr $75 X 4 X per yr X 50%
Surface Use Agree. (C & H $2,500/Citation $1,600)	4,100	4,100	4,100	4,100	4,100	Invoice in July
Other Revenue						
Receivables End of Prior FY		900		*2,100*	*0*	
TOTAL REVENUE	33,327	35,935	32,373	36,885	48,084	
CASH CARRYOVER	**20,385**	**26,289**	**26,289**	**23,120**	**23,120**	
TOTAL REVENUE PLUS CASH CARRYOVER	**53,712**	**62,224**	**58,662**	**60,005**	**71,204**	
Expenditures						
Administrative						
Contract Admin./Bookkeeping (210 X 12)	2,520	2,700	2,520	2,700	2,700	
Contract Legal		200		200	100	
Office / Postage	452	300	300	300	400	
TOTAL ADMINSTRATIVE	2,972	3,200	2,820	3,200	3,200	
Indirect						
Insurance - Bond	126	126	126	126	126	
Insurance - Directors & Officers/Liability	500	500	500	500	500	
TOTAL INDIRECT COSTS	626	626	626	626	626	
INTEREST - TOTAL COSTS	10,274	9,750	9,153	8,089	10,015	
DEBT - PRINCIPAL COSTS	6,892	7,473	8,013	9,134	7,151	$12,537.03 - 1st Loan
						$4,686.46 - 2nd loan
Operations						Total: $17,223.49 due 12/1
Misc. (Cash Carryover)		*20,496*		*21,319*	*8,297*	*$17,166.30 - Actual payments*
Road Upgrades / Major Repairs / Rock		10,000		9,000	37,929	
Road Blading / Rock / Mowing	11,447	4,200	9,738	6,836	3,986	
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*	*0*	
TOTAL OPERATIONS COSTS (excluding misc/rollover)	11,447	14,886	9,738	15,836	41,915	
TOTAL OPERATIONS COSTS (including misc./rollover)	11,447	41,175	9,738	38,956	50,212	
TOTAL EXPENDITURES (EXCLUDING MISC/ROLLOVER)	32,211	35,935	30,350	36,885	62,907	
TOTAL EXPENDITURES (INCLUDING MISC/ROLLOVER)	32,211	62,224	30,350	60,005	71,204	
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)**	**6/30/20 (EST)**	
BEGINNING OF FISCAL YEAR BALANCES						
GENERAL FUNDS	20,385	26,289	26,289	23,120	23,120	***CASH CARRYOVER***
RESERVES BALANCES						
TOTAL FUNDS BEGINNING OF YEAR	20,385	26,289	26,289	23,120	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	-14,823	
Net (including cash carryover)	21,501	0	28,312	0	0	

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.

6/30/20 JPA-11572 Balance: $128,044.69
6/30/20 JPA-13581 Balance: $68,514.86
Total Loan Balances: $196,559.55
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

Rate History:			
2010-2011	$300	Formation	Formation
2011-2012	$350	1st increase	1st increase
2013-2014	$400	2nd increase	2nd increase
2017-2018	$600	3rd increase	3rd increase

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	
Revenue			*Amended 5/5/21*			
Assessments(53 lots / 47 assessed $600 per owner)	28,200	28,200	28,200	28,200	28,200	$600 assessment / $366.45 is for loan payments.
Assessments - Interest	93	75	150	139	75	
Bank Interest	8	10	10	9	10	
Grants - County		2,250	15,474	15,474	2,500	
Moon Ridge Reimbursement/Assistance		150	150		150	1 hr $75 X 4 X per yr X 50%
Surface Use Agree. (C & H $2,500/Citation $1,600)	4,100	4,100	4,100	4,100	4,100	Invoice in July
Other Revenue						
Receivables End of Prior FY		2,100	*0*		*0*	
TOTAL REVENUE	32,401	36,885	48,084	47,922	35,035	
CASH CARRYOVER	**26,289**	**23,120**	**23,120**	**23,478**	**10,358**	
TOTAL REVENUE PLUS CASH CARRYOVER	**58,690**	**60,005**	**71,204**	**71,400**	**45,393**	
Expenditures						
Administrative						
Contract Admin./Bookkeeping (210 X 12)	2,526	2,700	2,700	2,520	2,700	
Contract Legal		200	100		200	
Office / Postage	163	300	400	400	300	
TOTAL ADMINSTRATIVE	2,689	3,200	3,200	2,920	3,200	
Indirect						
Insurance - Bond	126	126	126	126	126	
Insurance - Directors & Officers/Liability	500	500	500	500	500	
TOTAL INDIRECT COSTS	626	626	626	626	626	
INTEREST - TOTAL COSTS	9,153	8,089	10,015	10,015	8,089	
DEBT - PRINCIPAL COSTS	8,013	9,134	7,151	7,151	9,134	$12,537.03 - 1st Loan
						$4,686.46 - 2nd loan
Operations						Total: $17,223.49 due 12/1
Misc. (Cash Carryover)		*21,319*	*8,297*		*10,358*	*$17,166.30 - Actual payments*
Road Upgrades / Major Repairs / Rock		9,000	37,929	37,929	10,000	
Road Blading / Rock / Mowing	9,538	6,836	3,986	2,700	3,986	
Roads - Mowing	0			0		
Roads - Rock 1/4 mile per year						
Mailboxes						
Other Road Work						
Payables End of Prior FY		1,801	*0*		*0*	
TOTAL OPERATIONS COSTS (excluding misc/rollover)	9,538	15,836	41,915	40,629	13,986	
TOTAL OPERATIONS COSTS (including misc./rollover)	9,538	38,956	50,212	40,629	24,344	
TOTAL EXPENDITURES (EXCLUDING MISC/ROLLOVER)	30,019	36,885	62,907	61,341	35,035	
TOTAL EXPENDITURES (INCLUDING MISC/ROLLOVER)	30,019	60,005	71,204	61,341	45,393	
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)**	
BEGINNING OF FISCAL YEAR BALANCES						
GENERAL FUNDS	26,289	23,120	23,120	23,478	10,358	***CASH CARRYOVER***
RESERVES BALANCES						
TOTAL FUNDS BEGINNING OF YEAR	26,289	23,120	23,120	23,478	10,358	
Receivables Balance End of FY	2,100					
Payables Balance End of FY	1,801					
End of Year Bank Balance	23,479			10,358		
Net per year (Revenue minus Expens.)	2,382	0	-14,823	-13,419	0	
Net (including cash carryover)	28,671	0	0	10,059	0	

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.

6/30/21 JPA-11572 Balance: $122,511.54
6/30/21 JPA-13581 Balance: $66,897.36
Total Loan Balances: $189,408.90
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

Rate History:			
	2010-2011	$300	Formation
	2011-2012	$350	1st increase
	2013-2014	$400	2nd increase
	2017-2018	$600	3rd increase

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 reques
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 reques

**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 betwee the 33% that would normally be approved and the 50% requested in this grant request) from Moon Ridge's District Support Grant allotment.