

**Donkey Creek Improvement and Service District  
Regular Meeting  
Minutes  
Monday, March 10, 2025, 4:00 p.m.  
Office of Cathey Consulting - 400 South Gillette Avenue, Suite 106, Gillette**

Board Members Present: Shaun Carr, Chase Maki  
Board Members Not Present: Jack Matheny  
Others Present: Helenanne Cathey

Shaun Carr called the meeting to order at 4:22 p.m.

- I. **Minutes Approval** – Chase Maki moved to approve the December 16, 2024, regular meeting minutes as written. Shaun Carr seconded. Motion carried unanimously.
- II. **Treasurer’s Report Acceptance / Review Bank Statements / Pay Bills** – The Treasurer’s Report and bills were reviewed. Shaun Carr moved to accept the treasurer’s report and pay the bills as presented. Chase Maki seconded. Motion carried unanimously.

<b>Bank Balance End of Last Meeting:</b>		<b>\$15,597.88</b>
12/31/24	Interest	\$5.86
01/10/25	Deposit – Assessments	\$1,200.00
01/31/25	Interest	\$6.25
02/28/25	Interest	No statement yet.
<b>Bank Balance Prior to Meeting:</b>		<b>\$16,809.99</b>
Bills Paid At Meeting:		
Ck# 1012	Cathey Consulting, LLC	Inv. 7894 – Dec. adm./books/postage \$215.00 \$535.00
		Inv. 7948 – Jan. adm./books/postage \$160.00
		Inv. 7992 – Feb. adm../books/postage \$160.00
Ck# 1013	C N A Surety	Bond / Board \$180.00
Ck# 1014	Postmaster	Annual box fee \$188.00
Total Bills:		\$903.00
<b>Bank Balance End of Meeting:</b>		<b>\$15,906.99</b>
Receivables Balance: \$3,300.00		

- III. **Unfinished Business**
  - a) Roads – There was discussion on roads. Shaun Carr will contact the County regarding the approach off of the highway. The County is in the process of hiring a new director of Road and Bridge. Most of the road is acceptable, but if the roads need bladed this spring, a Board member will call a contractor. The main concern is the approach off of the highway, which should be the County’s responsibility.
- IV. **New Business**
  - a) Budget for 7/1/25 – 6/30/25 – The budget for the next fiscal year was reviewed and updated. The budget hearing and regular meeting to adopt the budget will be on Monday, June 9, 2025. Shaun Carr moved to approve the proposed budget as presented. Chase Maki seconded. Motion carried unanimously. The proposed budget is attached to these minutes. The following legal ad will run in the Gillette News-Record at least a week prior to the budget hearing.

**LEGAL NOTICE OF PUBLIC BUDGET HEARING  
DONKEY CREEK IMPROVEMENT & SERVICE DISTRICT**

Donkey Creek Improvement & Service District will hold a public hearing to review the 7/1/25 – 6/30/26 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 4<sup>th</sup> Street across from Arrow Printing) on Monday, June 9, 2025, at 4:00 p.m. The budget is summarized below:

Expenses: Administrative \$2,900 / Indirect \$780 / Operations \$28,229  
Revenue and Carryover: \$31,909

Assessments will stay at \$600 per lot. The complete proposed budget is available online at [www.catheyconsulting.net](http://www.catheyconsulting.net) – Donkey Creek ISD. To contact the District or to request special accommodations for the hearing, call Cathey Consulting at 307-685-8235.

b) The Stampede Drive street name sign will be put on the stop sign. .

V. **Next meeting: Monday, June 9, 2025, 4:00 p.m. (Budget Hearing and Regular Meeting)**

Meetings are held at the office of Cathey Consulting, LLC, 400 South Gillette Avenue, Suite 106, Gillette (K2 Technologies building – office entrance is on 4<sup>th</sup> Street across from Arrow Printing). The District holds regular meetings. The next meeting date is scheduled at each meeting.

Shaun Carr adjourned the meeting at 4:38 p.m.

Respectfully submitted,  
Helenanne Cathey, Assistant to the Board

  
\_\_\_\_\_  
Signature

Shaun Carr  
\_\_\_\_\_  
Printed Name

6-9-25  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Signature

Chase Maki  
\_\_\_\_\_  
Printed Name

6-9-25  
\_\_\_\_\_  
Date

Shaun Carr, President / 307-660-3170 / Chase Maki, Vice President 307-622-2535  
Jack Matheny, Secretary/Treasurer / 307-682-3059

