

HIGH COUNTRY IMPROVEMENT & SERVICE DISTRICT

(PO Box 1936, Gillette, WY 82717)

REGULAR MEETING

Monday, March 31, 2025, 5:30 p.m.

400 South Gillette Avenue, Suite 106 (Office of Cathey Consulting, LLC)

MINUTES

Board Members Present: Wade Burr, Sandy Glock

Board Members Not Present: Jeff Vasalech

Others Present: Helenanne Cathey

This meeting was originally scheduled for March 18, 2025, but was rescheduled to today due to inclement weather and the lack of a quorum.

Sandy Glock called the meeting to order at 5:30 p.m.

- I. Wade Burr moved to approve the minutes from the December 17, 2024, regular meeting and the October 1, 2024, budget hearing and special meeting. Sandy Glock seconded. Motion carried by unanimous consent.
- II. Sandy Glock moved to accept the Treasurer’s Report and pay bills as presented and listed below. Wade Burr seconded. Motion carried by unanimous consent.

Bank Balance Forward From Last Meeting:	\$9,078.86
01/10/25 Deposit – Assessments	\$725.00
01/31/25 Interest	\$3.38
02/28/25 Interest	\$3.64
Bank Balance Before Meeting:	\$9,810.88

Bills Paid:

<u>Ck#</u>	<u>Payee</u>	<u>Purpose</u>	<u>Amount</u>
1030	Cathey Consulting	Inv. 7908 – Dec., 2024 Administrative/ Bookkeeping/Compliance \$250.00	\$750.00
		Inv. 7953 – Jan., 2025 Administrative/ Bookkeeping/Compliance \$250.00	
		Inv. 7997 – Feb., 2025 Administrative/ Bookkeeping/Compliance \$250.00	
1031	C N A Surety	Bond / Board 2/20/25-2/20/26	\$100.00
1032	US Postal Service	Annual box fee	\$188.00
TOTAL			\$1,038.00

Bank Balance End of Meeting \$8,772.88

Receivables balance: \$2,075.00 (2024 Assessments)

- III. Unfinished Business
 - a. Budget for 7/1/25 to 6/30/26 – The budget hearing will be June 17, 2025. The budget was reviewed and updated. The assessment last year was \$300 (improved lots) and \$125 (unimproved lots). The consensus is to raise the assessment to \$604 per lot for every lot in the District. This is vital to maintain the roads. All costs have increased, and the District needs to keep up with adding rock to the spots that need it and hopefully add dust control to reduce the dust and prolong the life of the roads. Sandy Glock moved to approve the proposed budget. Wade Burr seconded. Motion carried by unanimous consent. The proposed budget is attached to these minutes. The following legal ad will run in the Gillette News-Record on June 3, 2025.

**LEGAL NOTICE OF PUBLIC BUDGET HEARING
HIGH COUNTRY IMPROVEMENT & SERVICE DISTRICT**

A public hearing will be held at 400 South Gillette Avenue, Suite 106, Gillette (Office of Cathey Consulting – entrance is on 4th Street across from Arrow Printing) on Tuesday, June 17, 2025, at 5:30 p.m. for the purpose of reviewing the 7/1/25-6/30/26 budget, followed by the regular meeting to adopt the budget and conduct regular business. Budget summary:

Revenue plus Cash Carryover: \$23,534
Administrative: \$3,650 / Indirect Costs: \$700 / Operations Costs: \$19,184

The assessment will increase to \$604 for each lot in the District. A copy of the budget is available from Cathey Consulting at 307-685-8235 or online at www.catheyconsulting.net.

IV. New Business

- a. A bid was received for plowing snow. No action was taken.
- b. A quote was received for dust control. Wade Burr will request another bid for dust control and will request a couple of quotes for blading and adding rock. A County grant application will be submitted for 33% of the project cost for blading the roads, adding road base and applying dust control. The District may not be able to afford the dust control this year, but bids will still be requested and a grant application submitted. The consensus is to go ahead with the work if the bid amounts are within the budget.
- c. Jeff Vasalech has moved so we will need a volunteer to serve on the Board. If anyone is willing to serve on the Board, please attend the next meeting or call Wade Burr at 307-680-7923 or Sandy Glock at 720-926-8804.

Upcoming meetings (at the office of Cathey Consulting, 400 South Gillette Ave, Suite 106, Gillette):

Regular Meetings:

Tuesday, June 17, 2025, 5:30 p.m. (Budget Hearing and Regular Meeting)

Tuesday, September 16, 2025, 5:30 p.m. / Tuesday, December 16, 2025, 5:30 p.m.


Meetings will generally be held quarterly (3rd Tuesday, 5:30 p.m.) – March, June, September, December

Sandy Glock adjourned the meeting at 6:08 p.m.

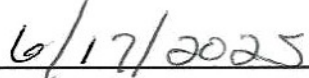
Respectfully submitted,
Helenanne Cathey, Assistant to the Board



Signature



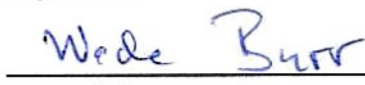
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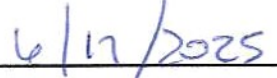
Date



Signature



Printed Name



Date

Sandy Glock, President / Wade Burr, Treasurer / Jeff Vasalech, Secretary

Budget - High Country I&S - 7/1/25 - 6/30/26				
Budget Hearing: Tuesday, June 17, 2025, 5:30 p.m. at office of Cathey Consulting / PO Box 1936, Gillette, WY 82717				
	Actual (F32)	Budget	Actual (EST)	Final / Amended Budget
	7/1/23 - 6/30/24	7/1/24 - 6/30/25	7/1/24 - 6/30/25	7/1/25 - 6/30/26
CASH CARRYOVER	8,272	11,997	8,272	5,688
Revenue				
Assessments (\$604 X 24 lots)	6,229	5,800	6,326	14,496
Assessments - Interest		50	50	50
Interest from Bank			40	
Grants - County				3,300
TOTAL REVENUE	6,229	5,850	6,416	17,846
TOTAL REVENUE PLUS CASH CARRYOVER	14,501	17,847	14,688	23,534
Expenditures				
Administrative	354	3,650	3,300	3,650
Operations	1,450	13,497	5,000	19,184
Indirect	700	700	700	700
TOTAL EXPENDITURES	2,504	17,847	9,000	23,534
Reserves-Amount to be Added		0		0
Reserves-Amount to be spent		0		0
Ending Reserves balance		0		0
Receivables Start of FY				
Payables Balance Start of FY				
	6/30/2023	6/30/24 (EST)	6/30/2024	6/30/25 (EST)
BEGINNING OF FISCAL YEAR BALANCES				
GENERAL FUNDS	8,272	11,997	8,272	5,688
RESERVES BALANCES				
TOTAL FUNDS BEGINNING OF YEAR	8,272	11,997	8,272	5,688

Receivables Balance End of FY				
Payables Balance End of FY				
End of Year Bank Balance	11,997		5,688	
Net per year (Revenue minus Expenses)	11,997	0	5,688	0

Budget Message: The District maintains the roads. The District does not have any reserves.

Board Member Signature _____

Board Member Signature _____

Directors: Sandy Glock, President / Jeff Vasalech, Secretary / Wade Burr, Treasurer (May, 2026 next election - two for 4 years and one for 2 years)
 The District holds regular meetings once a quarter (Sep., Dec., Mar., June)- the third Tuesday at 5:30 p.m. at the office of Cathey Consulting, 400 S Gillette Avenue, Suite 106, Gillette.
 Records are stored at 400 S Gillette Ave, Suite 106, Gillette.

Roads	Feet	Miles
Summit/Dinwoody Drive	2,899	0.55
Alpine Drive	4,257	0.81
Wiggins Ct	473	0.09
Total	7,629	1.44
5,280 feet in a mile		

Approx. 950 feet of Alpine Drive from Tongue River Road to the start of the District.
 Approx. 560 feet of Summit Drive from Tongue River Road to the start of the District.