

LOS CABALLOS IMPROVEMENT & SERVICE DISTRICT
REGULAR MEETING
Wednesday, March 5, 2025, 6:30 p.m.
400 South Gillette Avenue, Suite 106 (Office of Cathey Consulting, LLC)
MINUTES

BOARD MEMBERS PRESENT: Ken Ferguson, Troy Collins, Steven Landreth (appointed at this meeting)
 BOARD MEMBERS NOT PRESENT: Christy Brothers (Resignation accepted at this meeting)
 OTHERS PRESENT: Helenanne Cathey

Ken Ferguson called the meeting to order at 6:35 p.m.

- I. Minutes Approval** – Ken Ferguson moved to approve the January 29, 2025 regular meeting minutes as presented. Troy Collins seconded. Motion carried unanimously.
- II. Treasurer’s Report Acceptance** – Troy Collins moved to accept the Treasurer’s Report and pay the bills as presented. Ken Ferguson seconded. Motion carried unanimously.

Checking Account Balance Forward from 6/30/24:	\$50,193.53
07/01/24 Ck# 1129 – Melgaard Construction – 2024 Road Maintenance	\$1,175.00
07/01/24 Ck# 1130 – Dustbusters Enterpr. – 2024 Dust Control	\$7,848.29
07/31/24 Interest	\$35.81
08/31/24 Interest	\$34.92
09/30/24 Interest	\$33.82
10/31/24 Interest	\$34.97
11/08/24 Deposit – Assessments	\$2,160.00
11/30/24 Interest	\$35.23
12/10/24 Deposit – Assessments	\$5,760.00
12/31/24 Interest	\$40.33
02/10/25 Deposit – Assessments	\$720.00
01/31/25 Interest	No statement yet.
02/28/25 Interest	No statement yet.

Checking Account Balance Prior to Meeting: \$50,025.32

Bills Paid:

Ck#	Payee	Description	Amount
1131	Cathey Consulting	Inv. 8021 – Feb. admin./books/compliance	\$250.00
1132	HUB International	Bond / Board 2/4/25 – 2/4/26	\$105.00
TOTAL BILLS:			\$355.00
Balance After Bills:			\$49,670.32

Receivables Balance: \$5,760.00 (assessments due by the end of the fiscal year)

- III. Unfinished Business**
 - a. Road project for 2025 / County Grant – Blade the roads and apply dust control (approximately 1 mile). The project cost estimate is \$9,023.29, and the County approved a grant of \$2,255.82 (25% of the project cost). Troy Collins moved to authorize the road work when appropriate. Ken Ferguson seconded. Motion carried unanimously. Ken Ferguson will coordinate the work.
 - b. Powder River Energy bill – The consensus is to set up the electric bill to automatically pay each month and to authorize Helenanne Cathey to access the statement online.
- IV. New Business**
 - a. Christy Brothers sent an e-mail resigning from the Board of Directors. Ken Ferguson moved to accept Christy Brothers’ resignation. Troy Collins seconded. Motion carried unanimously. Troy Collins moved to appoint Steven Landreth to fill the vacancy as Director / Secretary to serve until the next election. Ken Ferguson seconded. Motion carried unanimously.
 - b. Review By-Laws – The District’s by-laws were reviewed.

- c. Budget for 7/1/25 – 6/30/26 – The budget was discussed. The District’s growing cash on hand balance is for the purpose of adding rock when it is needed. The last time material was added, it was about 6” of crushed concrete on the approximate one mile of road, about 26’ wide. The consensus is to continue with this material when it is needed, so funds will increase to allow for the project at the appropriate time. Homeowners like having mag chloride added to the roads every year. Ken Ferguson moved to approve the proposed budget as discussed. Steven Landreth seconded. Motion carried unanimously. The budget is attached to these minutes. After discussion, the consensus is to get a quote from Croell for the same work that was done last time on the roads to make sure that the rates are keeping up with inflationary costs for materials. The following legal ad will run in the Gillette News-Record at least one week prior to the budget hearing.

**LEGAL NOTICE OF PUBLIC BUDGET HEARING
LOS CABALLOS SERVICE & IMPROVEMENT 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 Wednesday, July 9, 2025, 4:00 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: \$54,943
Administrative Costs: \$4,000 / Indirect Costs: \$705 /
Operations & Miscellaneous Costs: \$50,238

A copy of the budget is available from Cathey Consulting at 307-685-8235 or online at www.catheyconsulting.net.

- d. Director election November 4, 2025 (Collins & Landreth) – The following legal ad will run in the Gillette News-Record on July 8, 2025:

**NOTICE OF DIRECTOR ELECTION
LOS CABALLOS SERVICE & IMPROVEMENT DISTRICT**

Public Notice is hereby given that on Tuesday, November 4, 2025, an election shall be held for the purpose of electing two Directors to serve four (4)-year terms on the Board of the Los Caballos Service & Improvement District. 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 4, 2025, 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 or with Helennane Cathey (685-8235 or hcathey@collinscom.net) between August 6, 2025, and August 26, 2025. A qualified elector means a person who is an owner of land within the District, or the person holding record fee title to real property, or a registered voter of the District.

Steven Landreth, Secretary / Filing Officer
Los Caballos Service & Improvement District

Troy Collins will not be running for the Board this November so we need someone to serve on the Board. Anyone interested in serving on the Board is asked to contact a Board member or Helennane Cathey (307-685-8235).

- e. Troy Collins moved to add Steven Landreth to the bank account and remove Christy Brothers. Ken Ferguson seconded. Motion carried unanimously.

- V. **Next regular meeting and budget hearing: Wednesday, July 9, 2025, 4:00 p.m.** at the office of Cathey Consulting, 400 South Gillette Avenue, Suite 106, Gillette (K2 Technologies Building – office entrance is on 4th Street across from Arrow Printing)
(Meetings are held three times a year: March, July and November)

VI. **Adjourn** – Ken Ferguson moved to adjourn. Steven Landreth seconded. Motion carried unanimously. The meeting was adjourned at 7:49 p.m.

Respectfully submitted,
Helenanne Cathey, Assistant to the Board



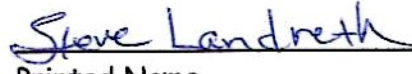
Signature



Signature



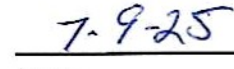
Printed Name



Printed Name



Date



Date

Ken Ferguson, President (307-682-9618) / Steven Landreth, Secretary (307-622-7125) /
Troy Collins, Treasurer (307-680-3100)

Approved 3-5-25

Budget - Los Caballos Service & Improvement District - 7/1/25 - 6/30/26				
Budget Hearing: Wednesday, July 9, 2025, 4:00 p.m. at the office of Cathey Consulting / (mailing addr: 3351 Vaquero Dr. Gillette, WY 82716)				
	Actual (F32)	Budget	Actual (EST)	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	44,095	47,182	50,193	37,743
Revenue				
Assessments (20 X \$720)	14,402	14,400	14,400	14,400
Assessments - Interest				
Bank Interest	428			
Miscellaneous		300		300
Grants - County			2,256	2,500
TOTAL REVENUE	14,830			17,200
TOTAL REVENUE PLUS CASH CARRYOVER	58,925	61,882	66,849	54,943
Expenditures				
Capital Expenditures	8,286			
Administrative	296	700	1,450	4,000
Operations	150	13,700	11,000	50,238
Indirect				705
TOTAL EXPENDITURES	8,732	14,400	12,450	54,943
Reserves-Amount to be Added				
Reserves-Amount to be spent				
Ending Reserves balance				
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	44,095	47,182	50,193	37,743
RESERVES BALANCES				
TOTAL FUNDS BEGINNING OF YEAR	44,095	47,182	50,193	37,743

Receivables Balance End of FY

Payables Balance End of FY

End of Year Bank Balance

50,193

37,743

Net per year (Revenue minus Expenses)

50,193

47,482

54,399

0

Budget Message: The District maintains the roads. The District has no reserves. The budget is higher in the 25-26 fiscal year due to adding the cash carryover into the Operations budget in the event that rock is needed and/or emergency expenditures are required.

Board Member Signature

Board Member Signature

Directors: Ken Ferguson (Term ends Nov., 2027), President / Steven Landreth (term ends Nov., 2025), Secretary / Troy Collins (term ends Nov., 2025), Treasurer
 Regular meetings are at 400 S Gillette Ave., Suite 106, Gillette. Meetings are generally held in March, July and November. The next meeting date is set at each meeting.
 Records are stored at 400 S Gillette Ave, Suite 106, Gillette.

Roads	Feet	Miles
Casa Quinta Ave	2,886	0.5
Vaquero Drive	1,900	0.4
	4,786	1
5,280 feet in a mile		