

**PIPER ACRES IMPROVEMENT & SERVICE DISTRICT
BUDGET HEARING AND REGULAR MEETING MINUTES**

Wednesday, July 10, 2024, 10:00 a.m.

at the office of Cathey Consulting, 400 S Gillette Ave., Suite 106, Gillette

Board Members Present: Cyril Callender, Tom Civin, Tom Simons
Others Present: Helenanne Cathey

BUDGET HEARING

Tom Civin called the budget hearing to order at 10:02 a.m. Since there are no revenues or expenditures in the District at this time, the budget is \$0. There was an opportunity for public comments and there were no public comments. The budget hearing was adjourned at 10:02 a.m.

REGULAR MEETING

Tom Civin called the regular meeting to order at 10:02 a.m.

- I. The consensus is to adopt the budget with no revenue and no expenditures (\$0).**

- II. Consent Agenda – The consensus is to approve the consent agenda which includes minutes approval, acceptance of treasurer’s report (no bills to pay), Official Depository Designation (none at this time), and Public Records notice.**
 - a. **Minutes Approval – (Motion to approve minutes)** – The consensus is that the July 6, 2023, budget hearing and regular meeting minutes are approved. The minutes were signed.
 - b. **Treasurer’s Report Acceptance / Bills – None** (Cathey Consulting paid the News-Record for the legal ad. Tom Civin will pay Cathey Consulting)
 - c. **Official Depository Designation** – The statutes say the District shall designate the official depository on an annual basis. Since the District does not have any revenue, the form will indicate there is not a depository at this time.
 - d. **Public Records Notice** – Two board members will sign the notice to submit to the County stating that the District’s records are stored at the office of Cathey Consulting.

- III. Unfinished Business – To be done at a later date:**
 - a. **By-Laws** – By-laws will be addressed when the District is more active.
 - b. **Rates / Assessments / Fees / Rules and Regulations or Guidelines** – None at this time.
 - c. **Insurance / Bond** – When the District opens a bank account and starts collecting fees, insurance and a bond for the Board will be discussed.

- IV. New Business**
 - a. **Annual Election of Officers** - The consensus is to keep the same slate of officers for the year: Tom Civin, President / Cyril Callender, Vice President / Tom Simons, Secretary/Treasurer.
 - b. **Director election (May 6, 2025) – Civin, 4 year term – First legal ad to run in the News-Record on Tuesday, January 14, 2025:**

NOTICE OF DIRECTOR ELECTION
PIPER ACRES IMPROVEMENT & SERVICE DISTRICT
CAMPBELL COUNTY, WYOMING

Public Notice is hereby given that on Tuesday, May 6, 2025, an election shall be held for the purpose of electing one Director to serve a four (4)-year term on the Board of the Piper Acres Improvement & Service 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, May 6, 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 (PO Box 471, Gillette, WY 82717) or with Cathey Consulting (400 S Gillette Avenue, Suite 106, Gillette) between February 5, 2025, and February 25, 2025. The application is available from the office of Cathey Consulting (307-685-8235) or online at www.catheyconsulting.net – click on Election Documents. A qualified

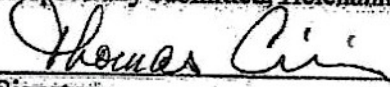
elector means a person who is an owner of land within the District, or the person holding record fee title to real property, or a registered voter of the District.

Tom Simons, Secretary/Treasurer / Filing Officer
Piper Acres Improvement & Service District

- V. **Schedule next meeting date / time** – To be scheduled at a later date.
Meetings will be held as needed and members of the governing body will be notified of meetings per state statutes.

Next regular meeting: to be scheduled at a later date.

Tom Civin adjourned the meeting at 10:05 a.m.
Respectfully submitted, Helenanne Cathey



Signature

Thomas CIVIN

Printed Name

7-10-25

Date



Signature

Cystal Callender

Printed Name

7-9-25

Date