

**Rafter D Improvement & Service District
Budget Hearing and Regular Meeting Minutes
Monday, June 30, 2025, 5:30 p.m.
400 South Gillette Avenue, Suite 106, Gillette**

BOARD MEMBERS PRESENT: Gary Bissonette, Albert Hernandez, Scott Peyrot
OTHERS PRESENT: Helenanne Cathey, John Cattles, Kathy Cattles

BUDGET HEARING

Scott Peyrot called the budget hearing to order at 5:32 p.m. The budget was reviewed. There was an opportunity for public comment. There were no public comments. Scott Peyrot adjourned the budget hearing at 5:34 p.m.

REGULAR MEETING

Scott Peyrot called the meeting to order at 5:34 p.m.

- I. **Budget** – Gary Bissonette moved to adopt the budget for 7/1/25 – 6/30/26 for \$72,115 and submit assessments to the County as approved in the budget. Scott Peyrot seconded. Motion carried unanimously.
- II. **Customer / Billing Concerns** – None
- III. **Minutes** – Gary Bissonette moved to approve the minutes for the regular meeting on May 20, 2025, as written. Albert Hernandez seconded. Motion carried unanimously.
- IV. **Treasurer’s Report** – The Treasurer’s Report and financial information were reviewed. There was discussion on the road work done by Pat Schweitzer. The District is waiting for paperwork from Pat Schweitzer to pay for the equipment rental for the work that was done. Gary Bissonette moved to accept the Treasurer’s Report and pay the bills as presented. Scott Peyrot seconded. Motion carried unanimously.

Bank Balance at End of Last Meeting:		\$17,334.02
Water Deposits 5/1-5/20/25	\$880.40	
Adjusted Balance Forward:		\$18,214.42
Water Deposits 5/21-5/31/25	\$350.00	
Interest 05/31/25	\$8.03	
Xpress bill pay deposit 6/5/25	\$890.00	
Assessments deposit 6/10/25	\$750.00	
Bank Balance Prior to Meeting;		\$20,212.45

Bills Paid at Meeting:

CHK #	VENDOR	PURPOSE	AMOUNT
AUTO	City of Gillette	Inv. 2077831 – Regional Water 5/5-6/3/25 1,000 gal.	\$123.09
AUTO	Powder River Energy	Acct 3230728 5/1-6/1/25 \$115.34	\$300.73
		Acct 3284226 5/1-6/1/25 \$185.39	
1346	Cathey Consulting	Inv. 8148 – May Admin./Books/Compliance	\$393.75
1347	Energy Laboratories	Inv. 712703 – Water testing \$1,534.00	\$1,722.00
		Inv. 713656 – Water testing \$63.00	
		Inv. 715243 – Annual water quality report \$125.00	
1348	First Northern Bank	Loan payment	\$1,274.28
1349	Gillette News-Record	Inv. 43450 – Budget hearing legal ad	\$110.50
1350	Water Guy	Inv. 2025-550 – May Water Op./Meter Rdgs/ Billing \$800.30	\$1,049.46
		Inv. 2025-638 – Locates 5/13/25 \$75.00	
		Inv. 2025-584 – Locates 4/22/25 \$174.16	

TOTAL BILLS PAID: \$4,973.81

Bank Balance End of Meeting: **\$15,238.64***

**Does not include water billing deposits since the first of the month.*

- V. **Water System Update** – Water system and billing reports were available. Water system projects and specific concerns are listed below.
- a. Tank Cleaning and replace the control wire that runs from the well to the pump house (will include trenching and running conduit). Project estimate \$6,500 / County grant (DSG 2024.10) \$1,625
 - i. Pay Request 1 (Water Guy invoice \$1,500 for tank cleaning / grant \$375)
Grant Remaining \$1,250.00
 - ii. No invoice and no update at this time.
 - b. Lead Service Line Inventory – This item will be removed from the agenda.
 - c. Flushing hydrant (Paul Schlosser, 5260 Force Road, concerns) – Written estimate received from Water Guy on 4/8/25. Project on hold for now as of 4/15/25.
 - d. Insurance quotes – Gary Bissonette reported that an insurance agent at HUB International will be sending a quote for insurance.
 - e. Option for using water / City (regional) water in the event of a fire – Gary Bissonette hasn't had a chance to talk to anyone at the county fire station yet.

VI. **Unfinished Business**

- a. Road work – This was covered earlier in the meeting. Pat Schweitzer did some blading. The Board doesn't have any concerns on the condition of the roads at this time.
- b. Visionary Agreement / Discussions on requesting compensation (for electricity) – Gary Bissonette will talk to Visionary about paying the District a monthly or annual amount for having their equipment on the District's tank. They use the District's electricity, and the Board would like to see some contribution from them for that cost. No update.
- c. Letters to homeowners regarding covenants – A letter was reviewed to send to homeowners regarding covenants. There are some properties that are in the District but are not in the Rafter D Subdivision. After discussion, the consensus is to send a reminder letter to everyone in the subdivision and a specific letter to one homeowner that is running a business from the property.

VII. **New Business**

- a. Public Records Notice – The Board reviewed and signed the Public Records Notice to submit to the County that states that the District's records are stored at the offices of Cathey Consulting and Water Guy.
- b. Gary Bissonette moved to designate First National Bank as the official depository for the District for 7/1/25 – 6/30/26. Albert Hernandez seconded. Motion carried unanimously.
- c. A complaint was raised about the thistles around the community land. There was discussion on getting the chemical (Milestone) from Weed and Pest and spraying the thistles on the District's property. The County cost shares on the product. The County would also like to get Hemlock sprayed as well. The County is recommending certain products to deal with the noxious weeds in the area, and the Board is comfortable following the County's guideline. The consensus is to spray the area. Board members and property owners at the meeting said they would help spray. Gary Bissonette moved to order the Milestone from County Weed and Pest and apply it to the 40 acres common area to knock down the County-designated noxious weeds. Scott Peyrot seconded. Motion carried unanimously.

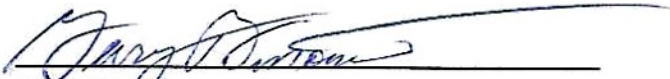
Scott Peyrot moved to adjourn. Gary Bissonette seconded. The meeting was adjourned at 6:45 p.m.

Next Meeting: Monday, August 11, 2025, 5:30 p.m.

MEETINGS ARE HELD AT THE OFFICE OF CATHEY CONSULTING AT 400 SOUTH GILLETTE AVENUE, SUITE 106, GILLETTE, WYOMING (K² TECHNOLOGIES BUILDING – USE ENTRANCE ON 4TH STREET).

Respectfully submitted,
Helenanne Cathey, Assistant to the Board

Minutes Approval:


Signature

Gary Bissonette
Printed Name

8/11/25
Date


Signature

Albert Hernandez
Printed Name

8/11/25
Date

Scott Peyrot, President (307-680-1658) / Albert Hernandez, Treasurer (626-372-3645) /
Gary Bissonette, Secretary (253-370-9070)

Budget - Rafter D ISD - 7/1/25 - 6/30/26

Budget Hearing: Monday, June 30, 2025, 5:30 p.m. at the office of Cathey Consulting / PO Box 432, Gillette, WY 82717

	Actual (F32) 7/1/23 - 6/30/24	Budget 7/1/24 - 6/30/25	Actual (EST) 7/1/24 - 6/30/25	Budget 7/1/25 - 6/30/26
CASH CARRYOVER				
Revenue	14,515	18,987	18,987	16,475
Assessments (24-25 was \$300 X 14 lots for roads)	4,200	4,200	4,200	
Assessments - Admin./Indirect - ALL lots \$264 X 25 lots				6,600
Assessments - Roads \$240 X 14 lots				3,360
Assessments - Interest	23	50		
Customer Billing \$175/mo. X 16	17,472	33,600	31,300	50
Customer Overages (\$4 per 1,000 gal. over 10,000 gal.)	1,667	4,000	6,000	33,600
Grants - County		15,000	14,564	6,000
Loan - First Northern Bank		40,000	40,250	6,000
Interest from bank		75	30	
TOTAL REVENUE	23,437	96,880	96,514	30,474
TOTAL REVENUE PLUS CASH CARRYOVER	37,952	115,867	115,501	72,115
Expenditures				
Capital Expenditures			54,000	
Administrative	4,987	7,000	6,622	7,000
Operations - Water	16,035	77,822	22,000	26,708
Operations - Roads	0	18,976	0	22,336
Loan payment - Principle (Total payment \$1,274.28 per mo.)		9,169	9,169	13,291
Loan payment - Interest		2,300	3,573	2,000
Indirect (D & O / General Liability)	600	600	600	780
To Reserves				
TOTAL EXPENDITURES	21,622	115,867	95,964	72,115
Reserves-Amount to be Added (See above)				0
Reserves-Amount to be spent				
Ending Reserves balance				
Receivables Start of FY	1,146	1,146	(1,692)	
Payables Balance Start of FY	1,551	1,551	1,870	
Undeposited Funds (Xpress Bill Pay)			500	
BEGINNING OF FISCAL YEAR BALANCES	6/30/2023	6/30/24 (EST)	6/30/2024	6/30/25 (EST)
GENERAL FUNDS	14,515	18,987	18,987	16,475
RESERVES BALANCES				
UNDEPOSITED FUNDS				
TOTAL FUNDS BEGINNING OF YEAR	14,515	18,987	18,987	16,475
Receivables Balance End of FY	(1,692)			
Payables Balance End of FY	1,870			
Undeposited Funds (Xpress bill pay)	500			
End of Year Bank Balance	18,987		16,475	
Net per year (Revenue minus Expenses)	16,330	0	19,537	0

Budget Message: Rafter D ISD manages the water system and roads. An assessment will be added to all lots in the District and a reduced amount will continue for roads. There are no reserves at this time, but the District intends to start saving for reserves for anticipated expenses (water tank, pump replacement, major repairs) in the future.


Board Member Signature


Board Member Signature

Directors: Gary Bissonette, (Secretary) term ends Nov., 2028 / Scott Peyrot (President) & Albert Hernandez (Treasurer) terms end Nov., 2026
The next meeting date is scheduled at each meeting and published in the minutes and online at www.catheyconsulting.net. Meetings are held at 400 S Gillette Ave., Suite 106, Gillette. Records are stored at 400 S Gillette Ave., Suite 106, Gillette.

Rafter D	Feet	Miles	Roads Amount Estimated 6/30/25:
Flying D Ave	1,348	0.26	\$18,976.07
Rafter D Drive	1,294	0.25	
Stone Gate Ave	1,284	0.24	25-26 Assessment \$3,360.00
Lazy D Ave	1,737	0.33	24-25 & 25-26 Road Wk.
TOTAL	5,663	1.07	Balance 6/30/26: \$25,696.07

Rates
9/30/24 billing \$175 per month plus \$4 per 1,000 gallons over 10,000 gallons
7/1/22 \$100 per month plus \$2 per 1,000 gallons over 15,000 gallons
1/1/14 \$85
10/1/2011 \$80 / \$1,091.80 special assessment also billed for downhole pump replacement \$40 per month prior to that

First Northern Bank Loan 08/28/24 \$40,250 / 8.5% interest
Maturity Date 10/10/26 - \$1,274.28 due by the 10th of each month starting 10/10/24
Balloon payment of unpaid balance 10/10/26 or refinance

Assessment history
2025 \$264 X 25 lots (all lots except Rafter D, City and Cemetery District) for administrative + \$240 X 14 lots for roads (for everyone on roads)
2018 \$300 X 14 lots for roads (for everyone on roads)
2015 \$300 capital improvements / major repairs (for everyone on water)
2014 \$1,125 for water meters + \$300 capital improvements/major repairs (for everyone on water)