

HIGH COUNTRY IMPROVEMENT & SERVICE DISTRICT
 (PO Box 1936, Gillette, WY 82717)
BUDGET HEARING AND REGULAR MEETING
Tuesday, June 17, 2025, 5:30 p.m.
400 South Gillette Avenue, Suite 106 (Office of Cathey Consulting, LLC)
MINUTES

Board Members Present: Wade Burr, Sandy Glock
Others Present: Helenanne Cathey

BUDGET HEARING

Sandy Glock called the budget hearing to order at 5:30 p.m. The budget was reviewed. There was an opportunity for public comment. There were no public comments. Sandy Glock adjourned the budget hearing at 5:32 p.m.

REGULAR MEETING

Sandy Glock called the meeting to order at 5:32 p.m.

- I. Budget** – Wade Burr moved to adopt the budget for 7/1/25 – 6/30/26 for \$23,534.00 and adopt the resolution to assess and submit assessments to the County as approved in the budget. Sandy Glock seconded. Motion carried by unanimous consent.
- II. Minutes Approval** – Wade Burr moved to approve the minutes from the March 31, 2025, regular meeting. Sandy Glock seconded. Motion carried by unanimous consent.
- III. Treasurer’s Report and Bills** – 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:	\$8,772.88
03/31/25 Interest	\$3.75
03/31/25 Interest (QB adjustment) (December interest)	\$3.39
04/30/25 Interest	\$3.27
05/15/25 Deposit – Assessments	\$62.50
05/31/25 Interest	\$3.37
06/10/25 Deposit – Assessments	\$1,728.99
Bank Balance Before Meeting:	\$10,578.15

Bills Paid:

Ck#	Payee	Purpose	Amount
1033	Cathey Consulting	Inv. 8039 – Mar., 2025 Administrative/ Bookkeeping/Compliance \$250.00	\$750.00
		Inv. 8086 – Apr., 2025 Administrative/ Bookkeeping/Compliance \$250.00	
		Inv. 8133 – May, 2025 Administrative/ Bookkeeping/Compliance \$250.00	
1034	Gillette News-Record	Inv. 40625 – Legal notice for budget hearing	\$79.30
1035	Wyo. Local Gov’t Liab. Pool	Inv. 15751 – 7/1/25-6/30/26 insurance (liab.)	\$600.00
TOTAL			\$1,429.30
Bank Balance End of Meeting			\$9,148.85
Receivables balance: \$300.00 (2024 Assessments)			

IV. Unfinished Business

- a. Road Work – Project cost estimate \$9,380 / County grant approved for \$2,345 (25%). The District had requested 33% reimbursement because of other traffic that drives the District’s roads, but the County only approved 25%. There was discussion on the road work. Wade Burr moved to go ahead with the maintenance on the road (blading and rock) with J Finch Dirt Works and pay their

bill prior to the September meeting if needed. Sandy Glock seconded. Motion carried unanimously.

- b. Board member vacancy – Jeff Vassalech has resigned from the Board. Sandy Glock moved to accept Jeff Vassalech’s resignation. Wade Burr seconded. Motion carried by unanimous consent. The Board will need to appoint someone to serve on the Board until the next election (May, 2026).

V. New Business

- a. A Public Records Notice was signed to be submitted to the County reporting that the District’s records are stored at the office of Cathey Consulting.
- b. Wade Burr moved to designate First National Bank as the official depository for 7/1/25 – 6/30/26. Sandy Glock seconded. Motion carried by unanimous consent.
- c. Annual election of officers – Sandy Glock moved to keep the officers the same for the year and having whoever is appointed to replace Jeff Vassalech serve as Secretary. Wade Burr seconded. Motion carried by unanimous consent.

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

Regular Meetings:

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

Sandy Glock
Signature

Sandy Glock
Printed Name

9/17/2025
Date

Wade Burr
Signature

Wade Burr
Printed Name

9-17-2025
Date

Sandy Glock, President / Wade Burr, Treasurer / Vacant, 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) 7/1/23 - 6/30/24	Budget 7/1/24 - 6/30/25	Actual (EST) 7/1/24 - 6/30/25	Final / Amended Budget 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)

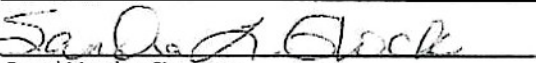
11,997


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 Ae, 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.