

**Rozet Ranchettes Improvement & Service District
Budget Hearing and Regular Meeting Minutes
Tuesday, July 8, 2025, 4:30 p.m.
400 South Gillette Avenue, Suite 106, Gillette, Wyoming**

BOARD MEMBERS PRESENT: Zeke Zebroski, Jeff Carter
 BOARD MEMBERS NOT PRESENT: Troy Hipsag
 OTHERS PRESENT: Helenanne Cathey, Chandra Tripp

BUDGET HEARING

Zeke Zebroski called the budget hearing to order at 4:47 p.m. The budget was reviewed. There was an opportunity for public comment. There were no public comments. Zeke Zebroski adjourned the budget hearing at 4:49 p.m.

REGULAR MEETING

Zeke Zebroski called the meeting to order at 4:49 p.m.

- I. **Budget** – Jeff Carter moved to adopt the budget for 7/1/25 – 6/30/26 for \$155,560. Zeke Zebroski seconded. Motion carried unanimously.
- II. **Customer Concerns / Billing / Delinquent Accounts & Shut Offs Reports** – Reports were available for review.

 Gregory and Chandra Tripp, 9 Gold Buckle are building a pole barn (shop). The plans for the barn and the location and measurements around the lot were provided. Colors will match the house (house will be re-sided to match the shop that is being built. Set backs are good. Zeke Zebroski moved to approve the shop building as presented and documented. Jeff Carter seconded. Motion carried unanimously.
- III. **Minutes Approval** – Zeke Zebroski moved to approve the minutes from the meeting on May 13, 2025. Jeff Carter seconded. Motion carried unanimously.
- IV. **Treasurer’s Report** – Jeff Carter moved to accept the Treasurer’s Report and pay bills as presented and listed below. Zeke Zebroski seconded. Motion carried unanimously.

Ending Bank Balance from last meeting:		\$73,074.76	
Water Deposits (5/1-5/13/25)	\$451.00		
Adjusted Balance Forward:		\$73,525.76	
Water Deposits (5/14-5/31/25)	\$1,163.00		
Xpress bill pay deposit (6/05/25)	\$3,833.31		
Water Deposits (6/1-6/30/25)	\$1,852.00		
Bills paid in June:			
<u>Ck#</u>	<u>Payee</u>	<u>Purpose</u>	
<u>Amount</u>			
AUTO	City of Gillette	Bill 2076929 – Regional water 5/1-6/1/25 Base \$352.50 (140,000 gal.) \$432.60	\$785.10
AUTO	Powder River Energy	Electricity 5/1-6/1/25	\$646.20
1885	Cathey Consulting	Inv. 8150 – May Adm./Books /Comp.	\$472.50
1886	Energy Laboratories	Inv. 708593 – Testing – fluoride \$63.00 Inv. 712110 – Testing – nitrogen, nitrate + \$63.00	\$126.00
1887	Hawkins, Inc.	Inv. 7067248 – Chlorine	\$20.00
1888	Water Guy, LLC	Inv. 2025-555 – May water op. meters read/billing	\$1,007.60
1889	Wyo. Earthmoving Corp.	Inv. 11766 – 5/21/25 Blade & shape roads & compact	\$1,445.00
TOTAL BILLS:			\$4,502.40
Xpress bill pay deposit (7/7/25)			\$3,441.60
QuickBooks Balance before bills:			\$79,313.27*

Bills paid at Meeting:

Ck#	Payee	Purpose	Amount
AUTO	Powder River Energy	Electricity – 6/1-7/1/25	No bill yet.
AUTO	City of Gillette	Inv. 2094275 – Regional water 6/1-6/30/25 Base \$352.50 (241,000 gal) \$744.69	\$1,097.19
1890	Cathey Consulting	Inv. 8196 – June Admin./Books/Compl.	\$472.50
1891	Energy Laboratories	Inv. 714225 – Annual water quality report	\$125.00
1892	Gillette News-Record	Inv. 42818 – Budget hearing legal ad	\$106.60
1893	Hawkins, Inc.	Inv. 7099925 – Chlorine	\$20.00
1894	Postmaster	Annual box fee	\$188.00
1895	Water Guy	Inv. 2025-707 – June Water Operator/ meters read / billing	\$1,007.60
TOTAL BILLS:			\$3,016.89
Balance End of Meeting:			\$76,296.38*

*Balance does not reflect Water Guy deposits since the end of the prior month except the Xpress Bill Pay Deposit.

- V. **Water System Update / Water Meter Readings** – The water system information was reviewed and discussed.
- VI. **Unfinished Business**
- Roads – crushed asphalt –
 - Road blading – Blading was done again in May.
 - Spraying for thistles – Zeke Zebroski reported that the weed spraying guy called him last week and wanted to meet with him in the subdivision to walk through where spraying is needed. Basically, they are looking at spraying inside the arena and a foot outside of the arena and the thistle in the road ditches.
- VII. **New Business**
- Public Records Notice – A public records notice was signed to be submitted to the County stating that the District’s records are stored at the offices of Cathey Consulting and Water Guy.
 - Zeke Zebroski moved to designate First National Bank as the official depository for the District for 7/1/25 – 6/30/26. Jeff Carter seconded. Motion carried unanimously.
 - Director Election March 17, 2026 – Hipsag, Zebroski – The following legal ad will run in the Gillette News-Record on November 25, 2025.

NOTICE OF DIRECTOR ELECTION
ROZET RANCHETTES IMPROVEMENT & SERVICE DISTRICT
CAMPBELL COUNTY, WYOMING

Public Notice is hereby given that on Tuesday, March 17 2026, an election shall be held for the purpose of electing two directors to serve four (4) year terms on the Board of Directors for the Rozet Ranchettes 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 elected official. A polling place will be available at Cathey Consulting, 400 South Gillette Avenue, Suite 106, Gillette, on Tuesday, March 17, 2026, 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 3290, Gillette, WY 82717) or with Helenanne Cathey (685-8235 or hcathey@collinscom.net) between December 17, 2025, and January 6, 2026. 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.

Troy Hipsag, Secretary/Treasurer / Filing Officer
Rozet Ranchettes Improvement & Service District

Adjournment – Zeke Zebroski moved to adjourn. Jeff Carter seconded. The meeting was adjourned at 5:06 p.m.

NOTES / REMINDERS:

Animal Control can be contacted by calling 686-5249 or call the Sheriff's Office at 682-7271. A reminder that the covenants state the following:

Livestock and pets (dogs and cats) will be permitted, provided they are kept under control in an area that is adequately fenced and the premises are kept in a clean and sanitary condition.

Please be sure to spray or mow the weeds on your property. You can call Campbell County Weed and Pest at 682-4369 to find out more about sprays for specific weeds.

Please remember that any new construction needs to be approved by the Board.

Building: If you are planning on building, plans **MUST** be submitted to the Board prior to any building per the District's covenants. To protect homeowners and the District, a copy of the plans should be submitted for the District's files. Please remember that covenants are enforced!

Article XI

Temporary and Guest Quarters

With the exception of a motor home or travel trailer as allowed in this Article, no structure of a temporary character, such as a mobile home, basement, tent, shack, garage or other building shall be used on any Tract at any time as a residence, either temporarily or permanently. However:

- (a) An Owner or Owner's guest may locate or live in a motor home or travel trailer on a Tract for up to three separate ten-day periods per calendar year provided that the motor home or travel trailer is removed from the Tract for at least ten days between the periods of location and occupancy.
- (b) An Owner may locate and live in a motor home or travel trailer on his or her Tract for a period not to exceed eighteen (18) months during the term of actual construction of the permanent dwelling upon the Tract. The motor home or travel trailer shall be promptly removed or stored after completion of the permanent residence pursuant to these Covenants.

Upcoming Meetings: Tuesday, September 9, 2025, 4:30 p.m. (Regular Meeting)

Other Upcoming Meetings:

2025 Meetings:

Tues., Sep. 9, 2025, 4:30 p.m. / Tues., Nov. 11, 2025, 4:30 p.m.

Meeting Schedule: Every other odd month (January, March, May, July, September, November) on the second Tuesday at 4:30 p.m.

Meetings are held at the office of Cathey Consulting, 400 South Gillette Avenue, Suite 106, Gillette (City Hall Mall / K2 Technologies Building) – entrance is on 4th Street across from Arrow Printing.

Respectfully submitted,

Helennane Cathey, Assistant to the Board

Minutes Approval:

Zeke Zebroski
Signature

Zeke Zebroski
Printed Name

09-18-25
Date

[Signature]
Signature

Troy Hipsag
Printed Name

9-18-25
Date

Zeke Zebroski, President (307-660-8733) / Jeff Carter, Vice President (307-660-5837) /
Troy Hipsag, Secretary/Treasurer (307-299-8901)

Budget - Rozet Ranchettes ISD - 7/1/25 - 6/30/26

Budget Hearing: Tuesday, July 8, 2025, 4:30 p.m. at the office of Cathey Consulting / PO Box 3290, 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 - 6/30/24
CASH CARRYOVER	57,385	62,174	56,674	88,098
Revenue				
Assessments				
Assessments - Interest				
Customer regular monthly bills, NSF, Late fees, etc.	59,925	61,462	62,500	61,462
Water Overages		1,000	1,500	1,000
Grants - County	6,088	5,000	6,088	5,000
TOTAL REVENUE	66,013	67,462	70,088	67,462
TOTAL REVENUE PLUS CASH CARRYOVER	123,398	129,636	126,762	155,560
Expenditures				
Capital Expenditures				
Administrative	6,792	7,000	6,800	7,500
Operations	56,224	118,636	30,000	144,060
Indirect	3,931	4,000	3,931	4,000
TOTAL EXPENDITURES	66,947	129,636	40,731	155,560
Reserves-Amount to be Added				
Reserves-Amount to be spent				
Ending Reserves balance				
Receivables Start of FY	5,028		5,422	
Payables Balance Start of FY	2,653		3,355	
	6/30/2023	6/30/24 (EST)	6/30/2024	6/30/25 (EST)
BEGINNING OF FISCAL YEAR BALANCES				
GENERAL FUNDS	57,385	62,174	56,674	88,098
RESERVES BALANCES				
TOTAL FUNDS BEGINNING OF YEAR	57,385	62,174	56,674	88,098
Receivables Balance End of FY	5,422			
Payables Balance End of FY	3,355			
Undeposited Funds	85			
End of Year Bank Balance	56,674		88,098	
Net per year (Revenue minus Expenses)	56,451	0	86,031	0

Budget Message: The District manages the roads and water. The District is connected to the regional water system. No major capital improvements are expected, but the District budgets enough for system repairs like pump replacements each year. The District hopes to add material to the roads and utilize the County grant this fiscal year. The District does not maintain a Reserves balance at this time.

Board Member Signature _____

Board Member Signature _____

Directors: Zeke Zebroski, (Pres.) & Troy Hipsag (Sec./Treas.) term ends Mar., 2026 / Jeff Carter (Vice Pres.) term ends Mar., 2028
 Meetings are the second Tuesday of every other odd month at 4:30 p.m. at 400 S Gillette Ave., Suite 106, Gillette.
 Records are stored at 400 S Gillette Ac, Suite 106, Gillette.

Regional rate -

2021: \$6.50 per month plus \$3.01 per 1,000 gallons used from the City.

2022: \$7.50 per month plus \$3.09 per 1,000 gallons used from the City.

District Rate History:

2007 \$80 per mo. improved/\$20 unimproved (since District started)/Overage \$2.00 per 1,000 over 15,000+\$3.00 per 1,000 over 30,000/mo.

2021 \$86.50 per mo. improved / \$26.50 unimproved / \$6.50 Roz Ran LLC vacant lots

7/1/2022 \$125 per mo. improved / \$38 unimproved / \$7.50 Roz Ran LLC vacant lots

7/1/22: Overage \$3.09 per 1,000 over 15,000 gal./mo.

Rozet Ranchettes Roads	Feet	Miles
Casey Tibbs Ct	800	0.15
Gold Buckle Pl	7930	1.50
Turtle Back Rd	320	0.06
Total	9050	1.71

5,280 feet in a mile