

**RED HILLS IMPROVEMENT & SERVICE DISTRICT
REGULAR MEETING
MINUTES**

Tuesday, November 25, 2025, 5:30 p.m.

400 South Gillette Avenue, Suite 106 (Office of Cathey Consulting, LLC)

BOARD MEMBERS PRESENT: Bryan Garland, Jami Johnson, Amy Muzzarelli
OTHERS PRESENT: Helenanne Cathey

Jami Johnson called the meeting to order at 5:35 p.m.

I. Minutes Approval – Bryan Garland moved to approve the October 29, 2025, regular meeting minutes as presented. Amy Muzzarelli seconded. Motion carried by unanimous consent.

II. Treasurer’s Report Acceptance (Motion to accept treasurer’s report and pay bills) -
Bank statements and bills were reviewed. The HOA account will be transferred to the road account and closed in the next month or two. Amy Muzzarelli moved to accept the treasurer’s report and pay bills as presented. Bryan Garland seconded. Motion carried by unanimous consent.

Financial Summary:

Red Hills HOA Account (Ending in 338) Balance forward from last meeting: \$29,866.69
Ending Balance in Red Hills HOA Account: \$29,866.69

Red Hills Roads – Savings (Ending in 573) Balance forward from last meeting: \$441,409.29
10/31/25 Interest \$393.81
Ending Balance in Red Hills Roads – Savings Account: \$441,803.10

Red Hills Water – Savings (Ending in 581) Balance forward from last meeting: \$147,061.82
10/31/25 Interest \$131.20
Ending Balance in Red Hills Roads – Savings Account: \$147,193.02

Red Hills Operations – General Fund (Ending in 565) Balance forward fr. last mtg.: \$50,714.98
10/07/25 Powder River Energy – Pay deposits for setting up new accounts under the District instead of the HOA -\$524.00
10/08/25 Deposit – Xpress bill pay \$12,411.29
10/1-10/29/25 Deposits – Water \$7,701.18
10/20/25 Bank / Deposit Correction -\$0.03
10/29/25 – Check # 1010 – PCA Engineering – Inv. 24511 - Engineering – -\$1,000.00
Red Hills Streets evaluation 8/31/25 - 10/4/25

Adjusted Balance Forward: \$69,303.42
10/29-10/31/25 Deposits – Water \$220.22
10/31/25 Interest \$26.85
11/05/25 Deposit – Xpress bill pay \$12,074.83

Account Balance Prior to Paying Bills: \$81,625.32

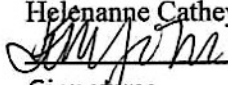
Bills paid this meeting:

Ck#	Name	Description	Amount
AUTO	Powder River Energy	Acct 12406202 10/1-11/1/25 Electricity	\$42.68
AUTO	Powder River Energy	Acct 11826901 10/1-11/1/25 Electricity	\$56.39
AUTO	City of Gillette	Inv. 2164921 water 10/2-11/4/25 871,000 gallons	\$3,246.39
1011	Aaron Cannon	Refund credit balance on Acct 2469.02	\$150.45
1012	Cathey Consulting	Inv. 8387 – October Admin./Bookkeeping / Compliance.	\$1,000.00
1013	Dustin Downing	Refund credit balance on Acct 2724.01	\$175.99
1014	Kimberlee Parks	Refund credit balance on Acct 2457.01	\$12.04

NOTES:

Fee Schedule (public records) – Approved Cathey Consulting Fee Schedule 6/11/25

Respectfully submitted,
Helenanne Cathey, Assistant to the Board



Signature

Jami EM Johnson

Printed Name

12-10-25

Date



Signature

Amy P. Muzzarelli

Printed Name

12-10-25

Date

Red Hills Improvement & Service District Board of Directors
Jami Johnson, President / Bryan Garland, Vice President / Amy Muzzarelli, Secretary/Treasurer