

**YELLOWSTONE L & R RANCH IMPROVEMENT & SERVICE DISTRICT
BUDGET HEARING AND REGULAR MEETING
Tuesday, July 8, 2025, 9:30 a.m. Mountain Time
400 South Gillette Avenue, Suite 106 (Office of Cathey Consulting, LLC)
MINUTES**

BOARD MEMBERS PRESENT: Brenda Mattison, Jim Roquemore
 BOARD MEMBERS NOT PRESENT: Les Lindskov
 OTHERS PRESENT: Helenanne Cathey, Paul Harris

BUDGET HEARING

Brenda Mattison called the budget hearing to order at 9:30 a.m. All lots have paid their 24-25 assessment, and the budget was updated. There was an opportunity for public comment. There were no public comments. Brenda Mattison adjourned the budget hearing at 9:36 a.m.

REGULAR MEETING

Brenda Mattison called the meeting to order at 9:36 a.m.

- I. **Budget** – Brenda Mattison moved to adopt the budget for 7/1/25 – 6/30/26 for \$31,654 and adopt the resolution to assess and submit assessments to the County as approved in the budget. Jim Roquemore seconded. Motion carried unanimously.
- II. **Minutes Approval** – Brenda Mattison moved to approve the minutes from the May 12, 2025, regular meeting. Jim Roquemore seconded. Motion carried unanimously.
- III. **Treasurer’s Report Acceptance / Pay Bills** – Brenda Mattison moved to accept the Treasurer’s Report and pay bills as presented and listed below. Jim Roquemore seconded. Motion carried unanimously. Paul Harris will sign and mail checks. Some weed spraying (weed slayer) is being done on the noxious weeds. A bill will be coming for the District for spraying which will be paid upon receipt.

Balance Forward From Last Meeting:			\$12,958.78
05/14/25	Deposit	\$400.00	
05/31/25	Interest	\$5.44	
06//05/25	Deposit	\$400.00	
06/12/25	Ck# 1001 Inv. 16113 – Wyo. Local Government Liability Pool	\$600.00	
06/23/25	Deposit	\$400.00	
Bank Balance Prior to Bills:			\$13,564.22
Bills Paid			
<u>Ck#</u>	<u>Payee</u>	<u>Purpose</u>	<u>Amount</u>
1003	C4 Excavating, LLC	Inv. 1293 – Purchase, haul & spread 60 tons crushed limestone on main road, spread and grade.	\$2,670.00
1004	Cathey Consulting	Inv. 8157-May Admin./Books/Compl. \$450.00	\$900.00
		Inv. 8203-June Admin./Books/Compl. \$450.00	
1005	The Sundance Times	6/26/25 Legal ad for budget hearing	\$49.50
TOTAL BILLS:			\$3,619.50
Balance End of Meeting:			\$9,944.72

- IV. **Unfinished Business**
 - a. By-Laws – Jim Roquemore moved to adopt the by-laws. Brenda Mattison seconded. Motion carried unanimously.
- V. **New Business**
 - a. Road work – More road work is going to be needed, especially after the recent rains. Paul Harris was authorized at the May meeting to have work done on the roads as needed. Snow removal will be addressed before winter.

- b. Public Records Notice – A notice was signed to submit to the County reporting that the District’s records are stored at the office of Cathey Consulting.
- c. Official Depository – Jim Roquemore moved to designate Sundance State Bank as the official depository for 7/1/25 – 6/30/26. Brenda Mattison seconded. Motion carried unanimously.
- d. Director Election Tuesday, May 5, 2026 (Mattison & Lindskov – 4 year terms / Roquemore – 2 year term) – The following legal proclamation will be scheduled to run in the Sundance Times on Thursday, January 8, 2026:

**NOTICE OF DIRECTOR ELECTION
YELLOWSTONE L & R RANCH IMPROVEMENT & SERVICE DISTRICT
CROOK COUNTY, WYOMING**

Public Notice is hereby given that on Tuesday, May 5, 2026, an election shall be held for the purpose of electing two Directors to serve four (4)-year terms and one Director to serve the remaining two years of a four (4)-year term on the Board of the Yellowstone L & R Ranch 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 5, 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 471, Gillette, WY 82717) or with Cathey Consulting (400 S Gillette Avenue, Suite 106, Gillette) between February 4, 2026, and February 24, 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.

Jim Roquemore, Secretary/Treasurer / Filing Officer
Yellowstone L & R Ranch Improvement & Service District

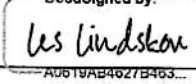
Next Meeting – The next meeting is scheduled for Tuesday, January 20, 2026, 9:30 a.m. Mountain Time.

ADJOURN – The meeting was adjourned at 9:53 a.m.

NOTES:

- Director Election – May, 2026 (4-year terms: Mattison & Lindskov / remaining 2 years of a 4-year term: Roquemore) – first ad in January, 2026
- Annual Officer Election – (May or first meeting after the director election)
- 5/12/25 – Paul Harris authorized to call out a blade, snow removal or road maintenance work as needed.
- Board members and Paul Harris authorized to sign checks for the District.
- 5/12/25 – Cathey Consulting fee schedule approved for public records requests.
- Newspaper – Sundance Times (publication dates are Thursdays – deadline is noon on Tuesday of the week to be inserted).

Respectfully submitted,
Helenanne Cathey, Assistant to the Board

Signed by:

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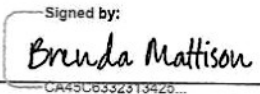
Signature

Les Lindskov

Printed Name

1/21/2026

Date

Signed by:

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Signature

Brenda Mattison

Printed Name

1/21/2026

Date

Brenda Mattison, President / Les Lindskov, Vice President / James (Jim) Roquemore,
Secretary/Treasurer

Budget - Yellowstone I & R Ranch Improvement & Service District - 7/1/25 - 6/30/26				
Budget Hearing: Tuesday, July 8, 2025, 9:30 a.m. Mountain Time at office of Cathey Consulting / c/o Cathey Cons., PO Box 471, Gillette, WY 82717				
	Actual (F32)	Budget	Actual (EST)	Budget
	7/1/23 - 6/30/24	7/1/24 - 6/30/25	7/1/24 - 6/30/25	7/1/25 - 6/30/26
CASH CARRYOVER	0	0	0	13,564
Revenue				
Assessments (45 parcels X \$400)		18,000	17,600	18,000
Assessments - Interest				
Interest - bank			12	
Other				
TOTAL REVENUE	0	18,000	17,612	18,000
TOTAL REVENUE PLUS CASH CARRYOVER	0	18,000	17,612	31,564
Expenditures				
Administrative		6,000	4,397	6,000
Operations		11,250	2,670	24,814
Indirect		750	600	750
Miscellaneous				
TOTAL EXPENDITURES	0	18,000	7,667	31,564
Reserves - Amount to be Added				
Reserves - Amount to be spent				
Ending Reserves balance		0		0
Receivables Start of FY	0		0	
Payables Balance Start of FY	0		0	
	6/30/2023	6/30/24 (EST)	6/30/2024	6/30/25 (EST)
BEGINNING OF FISCAL YEAR BALANCES				
GENERAL FUNDS	0	0	0	13,564
Receivables Balance End of FY	0		0	
Payables Balance End of FY	0		3,619	
End of Year Bank Balance	0		13,564	
Net per year (Revenue minus Expenses)	0	0	9,945	0

Budget Message: The District maintains the roads and holds regular meetings. The District does not have any reserves.

DocuSigned by:
 Board Member Signature *Les Lindskov*
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Signed by:
 Board Member Signature *Brenda Mathison*
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Director: Brenda Mathison, President / Les Lindskov, Vice President / James Roquemore, Secretary/Treasurer (May, 2016 - 2 board members for 4 years and 1 board member for the remaining two years of a 4-year term)
 The District holds regular meetings / dates and times to be determined at each meeting or as soon as possible after each meeting.
 Records are stored at 400 S Gillette Ave, Suite 106, Gillette.