

STATE OF WYOMING
STATE LOAN AND INVESTMENT BOARD
INFRASTRUCTURE FINANCING

APPLICATION

Applicant:

Small Buttes I&S District

Mailing Address:

P.O. Box 4128

City:

Gillette

State:

WY

E-mail Address:

hlcathey@collinscom.net

Phone No.:

(307) 685-8235

Fax No.:

(307) 685-8245

Applicant's Tax I.D. Number:

45-5588390

Date:

12/04/2014

Contact Person:

Helenanne Cathey

Zip:

82717

E-mail Address:

hlcathey@collinscom.net

Phone No.:

(307) 685-8235

Population:

55

County: Campbell

Project Name: Small Buttes Road Drainage Rehabilitation

Project Description:

Antelope Valley Street is the main collector road for the District. Inadequate culvert sizing and ditch grading has caused road over-topping during storm events leading to gravel washing off of the road. Erosion within the ditches is also forming due to the inadequate storm water conveyance. The proposed project will included ditch grading and installation of adequate culverts. Gravel resurfacing will be completed under County Support funds.

Applicants submitting multiple applications must establish priority ranking:

Priority # 1 **of** 1

List all Funding Sources for the project:

Funding Source (if approved, list grant or loan number)	Amount	Status Pending	Amount Approved	Expended (approved funding expended)
Joint Powers Act	\$52,176.00	✓		
Mineral Royalty Grant	\$102,176.00	✓		
Campbell County Road Grant	\$50,000.00	✓		
NA				
NA				
NA				

Estimated total project cost:

\$204,352.00

Balance of Project incomplete:

\$204,352.00

Amount of grant funds requested:

\$102,176.00

Reimbursement Rate: 50.00%

(Each invoice will be reimbursed at the rate above)

I certify that I am authorized to sign this application on behalf of our governing body, and the applicant will comply with all appropriate requirements if approved. To the best of my knowledge and belief, the information in this application is true and correct. I understand the State may review any relevant documents or instruments relating to the analysis of this application.

DUANE Schmitz, VICE PRESIDENT
Name and Title (typed)

Signature

12/04/2014

Date

SAME
Name and Title of Contact Person

307-696-3489
Phone No.

E-mail: djc@collinscom.net

(Standardized Resolution Form Rev. 05/11 Wyoming Office of State Lands and Investments)

Resolution No. _____

Entitled: A RESOLUTION AUTHORIZING SUBMISSION OF A FEDERAL MINERAL ROYALTY CAPITAL CONSTRUCTION ACCOUNT GRANT APPLICATION TO THE STATE LOAN AND INVESTMENT BOARD ON BEHALF OF THE GOVERNING BODY FOR THE Small Buttes Improvement and Service District
(name of applicant)

FOR THE PURPOSE OF (state purpose of project): Small Buttes Road Drainage Rehabilitation

WITNESSETH

WHEREAS, the Governing Body for the Small Buttes Improvement and Service District
(name of applicant)
desires to participate in the FEDERAL MINERAL ROYALTY CAPITAL CONSTRUCTION ACCOUNT GRANT program to assist in financing this project; and

WHEREAS, the Governing Body of the Small Buttes Improvement and Service District
(name of applicant)
recognizes the need for the project; and

WHEREAS, the Federal Mineral Royalty Capital Construction Account Grant program requires that certain criteria be met, as described in the State Loan and Investment Board's Rules and Regulations governing the program, and to the best of our knowledge this application meets those criteria; and

WHEREAS, the Governing Body of the Small Buttes Improvement and Service District
(name of applicant)
plans to match the requested Federal Mineral Royalty Capital Construction Account Grant from the following source(s): (describe the source and status of all matching funds): Joint Powers Act Loan in an amount equal
to 25.53% (Pending Status) / Campbell County Road Grant in an amount equal to 24.47% (Pending Status)

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE

Small Buttes Improvement and Service District, that a grant application in the amount of
(name of applicant)
\$ \$102,176.00 be submitted to the State Loan and Investment Board for consideration
at the 18-Jun-2015 to assist in funding the Small Buttes Road Drainage Rehabilitation
(date of grant meeting) (name of project)

BE IT FURTHER RESOLVED, that Duane Schmitz, VICE PRESIDENT
(name and title of persons)
are hereby designated as the authorized representatives of the Small Buttes Improvement and Service District
(name of applicant)
to act on behalf of the Governing Body on all matters relating to this grant application.

PASSED, APPROVED AND ADOPTED THIS 04 day of December, 2014

Duane Schmitz
(signature)

Duane Schmitz, VICE PRESIDENT
(name and title)

Attest:

[Signature]
(signature)

Project manager
(name and title)

Office of State Lands and Investments

SUMMARY FORM

Applicant: Small Buttes Improvement & Service District

Project Name: Small Buttes Drainage Rehabilitation

Type of entity the applicant is: I&S District Population of applicant (City or Town): 55

Percentage of the applicant’s population directly served by the project: 100

Applicant’s submitting multiple applications must establish priority ranking: Priority # 1 of 1

Brief description of the project and why applicant needs the project:
(Attach additional pages if needed, must be legal size) Pages attached

Small Buttes is a formed Improvement and Service District within Campbell County, WY. The Small Buttes Improvement and Service District is located south of the Gillette city limits along Southern Drive. The District covers portions of Sections 8 and 9 in Township 49N Range 72W. (Please see the Engineering Feasibility Study for the exact District location.) The district currently consists of Agricultural and Rural Residential zoning while the approximate population of the District is estimated at 55 people associated with 17 lots. Antelope Valley Street is the main collector road for the District and the surrounding properties and is maintained by the Small Buttes Improvement and Service District. Antelope Valley Street has been subject to methane traffic in the past 10 years and is still lacking proper rehabilitation from breached agreements by out of state methane companies. The road section near Southern Drive at the north is primarily limestone aggregate, but further into the subdivision to the south the surface changes from limestone to scoria. The ditches along Antelope Valley Street have significant amounts of sediment in the bottom. Many of the ditches are too shallow to convey runoff from the minor storm events. This has resulted in deep ruts forming in the road section as water over-tops the ditch and flows across the road. Culverts along Antelope Valley Street range of material from 4” drill shaft tubing to various sizes of corrugated metal pipe. Many of these culverts have damaged inlets or enough sediment to render them inoperable. The combination of shallow ditches and culverts with damaged inlet/outlet structures or large quantities of sediment causes storm runoff to over-top the road, creating large ruts and washed out areas in the roadway. The rehabilitation of the drainage system will lower maintenance costs and provide a proper drainage system that will reduce road and property damage. (Please see the Engineering Feasibility Study for detailed information.) The Drainage project will be completed in 2 Phases to allow the District to resurface corresponding sections of Antelope Valley Street through County District Support Grants and District funds after the drainage rehabilitation has been completed in that phase. The proposed project will directly serve the entire population of the District including several surrounding land owners residing on an additional 13 lots with an estimated population of 42 people who also utilize Antelope Valley Street.

Project Schedule: Estimated Start Date: 08/01/15
Estimated Construction End Date: 07/31/16

Is project needed to meet federal or state health and/or safety requirement? Yes ☐ No ☒
(If yes the applicant must provide the specific health or safety requirements the project will address)

List top three (3) Funding Sources, Amounts and Status of matching funds:

Funding Source	Amount	Status	Amount Expended on Project
Joint Powers Act Loan	\$52,176.00	Pending	\$0.00
Mineral Royalty Grant	\$102,176.00	Pending	\$0.00
County Road Grant	\$50,000.00	Pending	\$0.00

Estimated total project cost: \$204,352.00
Balance of Project incomplete: \$204,352.00
Amount of grant funds requested: \$102,176.00
Reimbursement Rate: 50.00%

Special District: Yes ☒ No ☐

- The geographical area the special district covers and the date when the County Commissioners formed the district
- If the applicant is water and sewer district or an improvement and service district, the narrative must include the number and type of the lots the project will serve initially and the total number of lots in the district, and the current zoning of the district. For example, is the district zoned for residential use only or for commercial use or for a combination of uses?

Mineral Royalty Grants

Check list

Applicant Name: Small Buttes I&SD

Information required for all applications

- ☒ Check List (pg 1)
- ☒ Application (pg 2)
- ☒ Summary form (pg 3)
- ☒ Licensed engineer's statement of feasibility of the project (not required for the purchase of emergency vehicles)
- ☒ Standard resolution authorizing the filling of the application on a form provided by the Office
- ☒ General Financial Information
- ☒ Copy of current approved and signed budget
- ☒ Detailed project cost estimate and how the costs were estimated
- ☒ Estimated project schedule that includes design, commencement of construction and completion of construction
- ☒ Grant draw down schedule broken down in six-month intervals
- NA ☐ Copy of documentation of the specific requirements and explanation of how project addresses the requirements to meet federal or state health and safety requirements
- ☒ Three (3) complete signed copies of your application, including all attachments

Additional Information for Special District

- ☒ Copy of County Commissioners resolution that shows formation of special district
- ☒ Copy of certification from the County Commissioners that the special district currently exists
- ☐ Written review from the County Commissioners
- ☐ Written review from City or Town (only if special district is within five (5) miles of incorporated limits)
- ☒ Resolution for assessments
- ☒ Letter from County Assessor verifying and showing the dollar amount the District is collecting for assessment
- ☒ Copy of assessment schedule

Additional Information for Joint Powers Boards

- NA ☐ Copy of certificate of organization filed with the Secretary of State
- NA ☐ Copy of executed joint powers agreement approved by the Attorney General
- NA ☐ Written review from the County Commissioners
- NA ☐ Written review from City or Town (only if Joint Powers Board is within five (5) miles of incorporated limits)

Additional Information Needed for Street and Roads Projects

- ☒ Completed Street Questionnaire

Additional Information Needed for Fire Apparatus Projects

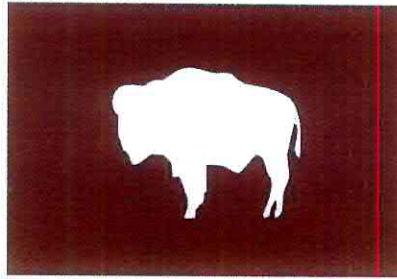
- NA ☐ Completed Fire Apparatus Questionnaire

Additional Information Needed for Vehicles

- NA ☐ Replacement Certification

WYOMING OFFICE OF STATE LANDS AND INVESTMENTS

122 West 25th Street
Cheyenne, WY 82002
Phone: 307.777.6373
Fax: 307.777.2980
elizabeth.blackwell@wyo.gov



MATTHEW H. MEAD
Governor

BRIDGET HILL
Director

Instructions to Complete Street Questionnaire

Background: W.S. 9-4-604 (a) requires a written review by an appropriate state agency of all Mineral Royalty Grant requests. The Wyoming Department of Transportation (WYDOT) reviews street and road projects. WYDOT has developed this questionnaire to assist in its review of these applications.

Applicants are to submit this questionnaire as part of your application for Mineral Royalty Grant funds.

Please complete the following items to the best of your ability. Provide preliminary project Information used to develop your cost estimate. Provide a sketch or drawing similar to the cross section examples in the back of this questionnaire, or use the urban/rural cross section samples provided and edit accordingly.

PROJECT INFORMATION

1. Provide a typical cross section(s) showing thickness, pavement widths, roadway lengths and surfacing materials. See example attached.
2. Briefly, describe below the number and types of drainage facilities such as culverts, storm sewer or sanitary sewer including the number of barrels, size, length, culvert type and outlet protection.

Below are the 17 existing culverts located along Antelope Valley Street located in the Small Buttes District, Campbell County Wyoming. Initial calculations for budget purposes indicate that 24 inch and 36 inch culverts will be required with the 36 inch culverts located near the bottom of the drainage basins. A final engineering analysis for construction will determine if the County minimum of 12 inch culverts can be utilized near the top of the drainage basins. All culverts, existing and proposed, will be single barrel. Proposed culverts will be either CMP or HDPE material. Please see the Engineering Feasibility Study for any additional details.

(1) CMP 18" 50ft (2) Smooth HDPE 12" 50ft (3) CMP 18" 50ft (4) Smooth HDPE 12" 50ft (5) Smooth HDPE 12" 35ft (6) Smooth HDPE 12" 35ft (7) Smooth HDPE 12" 40ft (8) Smooth HDPE 12" 20ft (9) CMP 18" 20ft (10) PVC 8" 25ft (11) CMP 18" 25ft (12) Drill Shaft 4" 30ft (13) CMP 18" 40ft (14) Smooth Steel 10" 25ft (15) CMP 18" 30ft (16) CMP 18" 50ft (17) CMP 18" 50ft

3. If a bridge is part of this project, briefly describe below the structures in this project including back to back abutment length, bridge roadway width, total bridge width, and structure type, including material of construction.

NA

4. If a retaining wall is part of this project, please summarize below information concerning this project item including height, length, width, type of wall and material of construction.

NA

5. Please describe below miscellaneous items including mobilization, bonding, traffic control, seeding and reclamation items.

For the formation of the construction estimate local unit bid prices and historic percentages were utilized in determining the construction cost along with the mobilization, bonds and traffic control. The construction estimate includes a mobilization figure at 5% of the construction costs (\$8,000) while the bonding was figured at 1.5% of the construction cost (\$2,500). The traffic control for this project will be light for this rural district project and was estimated from similar size and location type projects (\$3,500). Silt fence, erosion blankets, and wattles were figured at an average area, length or numerical count for each culvert installation (40ft of silt fence for each culvert, 88sy of erosion blanket for each culvert, 40ft of straw wattles for each culvert). Hydro-seeding was included in the construction estimate and was figure at an average width of 8ft for an approximate length of disturbed ditch of 8,533 ft which is 2/3 of the total ditch length for the project.

6. Please, provide the following requested information involving right of way and utilities

- A. Is there any involvement with existing right of way or utilities? Have the existing right of way and utilities been cleared?

Existing phone and cable has not been cleared. Phone and cable lines may need to be lowered in the ditch areas due to grading operations. Some water services may also need to be lowered or have insulation board installed also due to grading operations.

- B. Is there any additional right of way needed.

No additional right of way shall be required.

- C. Is the existing right of way under public domain?

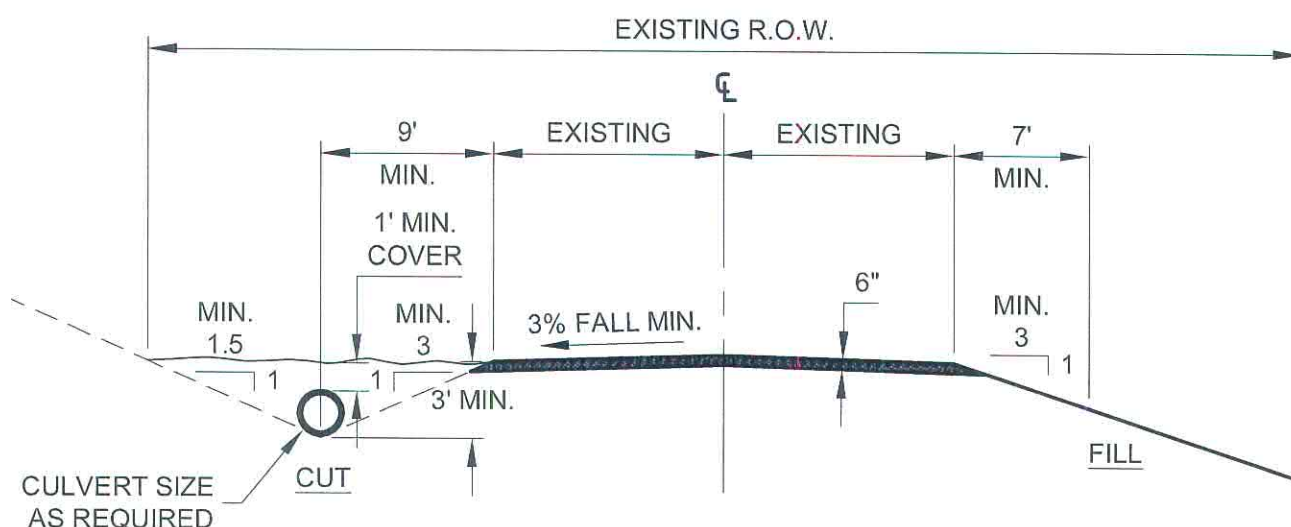
Yes, Antelope Valley Street is a recorded public right of way within an existing county subdivision.

- D. If the existing right of way is under the public domain, was it legally taken onto a public road system? (Documentation of this action may be requested)

Yes, Antelope Valley Street is a platted and recorded right of way.

- E. Is there any utility relocation involved with this project?

As described above phone, cable and potentially water services may need lowering. Phone and cable boxes may need to be relocated due to the the grading of wider ditches with this project.



NOTE:

1. 3:1 SLOPE ON FILL SLOPES MAY REQUIRE ADDITIONAL SLOPE OR CONSTRUCTION EASEMENT TO MATCH EXISTING GROUND.
2. DITCH SLOPES MAY BE FLATTER THAN MINIMUM.
3. DURABLE CRUSHED MATERIAL WILL BE GRADED AND COMPACTED IN PLACE.
4. SUB-GRADE TO BE GRADED TO DRAIN AND COMPACTED TO AT LEAST ONE FOOT OF DEPTH.
5. CULVERTS SHOULD BE AT LEAST 12" BUT MUST BE LARGE ENOUGH TO ACCOMMODATE THE 25 YEAR DESIGN STORM.
6. A MINIMUM OF 122" COVER OVER ALL CULVERTS (OR MANUFACTURERS SPECIFICATION).



DOWL HKM

1901 Energy Court, Suite 170
307-666-4181

Gillette, Wyoming 82718
www.dowhkm.com

MINIMUM REQUIREMENTS FOR
RURAL SUBDIVISION ROADS-GRAVEL
IN CAMPBELL COUNTY

PROJECT 5322.26526.01
DATE 09/12/2014



FIGURE A

SPECIAL DISTRICT ADDITIONAL
INFORMATION
&
FINANCIAL INFORMATION

Small Buttes Improvement & Service District
Balance Sheet
As of June 30, 2014

	<u>Jun 30, 14</u>
ASSETS	
Current Assets	
Checking/Savings	
First National Nank Checking	1,935.14
Total Checking/Savings	<u>1,935.14</u>
Accounts Receivable	
Accounts Receivable	2,679.00
Total Accounts Receivable	<u>2,679.00</u>
Total Current Assets	<u>4,614.14</u>
TOTAL ASSETS	<u><u>4,614.14</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	2,443.19
Total Accounts Payable	<u>2,443.19</u>
Total Current Liabilities	<u>2,443.19</u>
Total Liabilities	2,443.19
Equity	
Unrestricted Net Assets	6,283.41
Net Income	<u>-4,112.46</u>
Total Equity	<u>2,170.95</u>
TOTAL LIABILITIES & EQUITY	<u><u>4,614.14</u></u>

Small Buttes Budget - 7/1/14 - 6/30/15 - FINAL					
Budget Hearing: Friday, July 18, 2014, 4:30 p.m. at Cathey Consulting (400 South Gillette Ave, Gillette, WY) / District mailing address: PO Box 4128, Gillette, WY 82717					
	ACTUAL 7/1/12 - 6/30/13	BUDGET 7/1/13 - 6/30/14	PROJECTED ACTUAL 7/1/13 - 6/30/14	BUDGET 7/1/14 - 6/30/15	
Cash on Hand Start of Fiscal Year	2,711.84	5,683.41	5,683.41	1,935.14	
Operating Revenue					\$600
Assessments	9,000.00	9,000.00	9,000.00	10,200.00	\$600 X 17 lots in Sm. B.
Assessments not paid for 2012	-600.00	1,200.00	600.00		
Assessments - Antelope Valley Street - People's ISD				1,400.00	\$200 per lot (7 lots - 9 lots minus the 2 on the corner)
Total Operating Revenue	8,400.00	10,200.00	9,600.00	11,600.00	
Interest Income - Assessments			30.77		
Grants					
Grants					
Campbell County District Sup Gr - Formation	3,852.41				
Campbell County District Sup Gr - Other	435.35	1,625.00	675.00	750.00	25% of road work
Campbell County District Sup Gr - Other		562.50	1,779.00	7,500.00	100% grant
Total Grants	4,287.76	2,187.50	2,454.00	8,250.00	
Total Revenue	12,687.76	12,387.50	12,084.77	19,850.00	
TOTAL NEW REVENUE PLUS CASH ON HAND	15,399.60	18,070.91	17,768.18	21,785.14	TOTAL BUDGET
Expense					
Administration		200.00			
Advertising and Promotion	77.09	100.00	147.26	150.00	
Bookkeeping / Secretarial	2,400.00	2,400.00	2,400.00	2,400.00	200/mo.
District Set Up (legal and County)	0.00		0.00		
Engineering					
Grant / Loan Research / Project Development					
Legal Fees	0.00	0.00	0.00	500.00	
Office Supplies / Mailings	81.82	0.00	50.00	100.00	
Postage and Delivery	106.05	110.00	115.62	110.00	
Printing and Reproduction	0.00	0.00	26.00	50.00	
Total Administration	2,664.96	2,810.00	2,738.88	3,310.00	
Indirect Expenses					
Insurance		101.00			
Bond - board	0.00	105.00		105.00	
Insurance - Other	0.00	500.00	706.00	500.00	
Total Indirect Expenses	0.00	706.00	706.00	605.00	
Operations					
Road Upgrades / Repairs / Maintenance	0.00		0.00		
Blading		200.00			

		ACTUAL 7/1/12 - 6/30/13	BUDGET 7/1/13 - 6/30/14	PROJECTED ACTUAL 7/1/13 - 6/30/14	BUDGET 7/1/14 - 6/30/15	
	Build By-pass road to eliminate S-curve in road		2,000.00	2,000.00	3,000.00	\$8,867.88 total
	Dust Control		6,750.00	2,700.00		(\$3,867.88 - FYE 6/30/16)
	Engineering				7,500.00	Applic. to other sources
	Fencing	129.67				
	Gravel Replacement / Road Repairs	1,741.38	3,410.00	7,449.85	3,000.00	
	Legal Fees					
	Misc. - posts, etc.		500.00	402.50		
	Snow Plow	0.00		200.00		
	Total Operations	1,871.05	12,860.00	12,752.35	13,500.00	
	Total Expense	4,536.01	16,376.00	16,197.23	17,415.00	
	NET / CAPITAL IMPROVEMENTS / EMERGENCY REPAIRS	8,151.75	-3,988.50	-4,112.46	2,435.00	
	Miscellaneous Expenses As Needed		3,382.41		1,935.14	Cash on hand start of FY
	TOTAL EXPENSES AND ON HAND AND NET (AVAIL. FOR DISTRICT USE)	12,687.76	15,769.91	12,084.77	21,785.14	TOTAL BUDGET
		6/30/2013	6/30/2014			
	Cash on Hand	\$5,638.41	\$1,935.14			
Approvals:				BUDGET MESSAGE:		
				The District will maintain the \$600 per parcel assessment. This year's expected work is to maintain the road and improve drainage along the road. The District is pursuing County and State grants to do long-term major road improvements.		
	Tim McCreary, President					
						
	Russ Rux, Secretary/Treasurer					

Office Of
COUNTY ASSESSOR

PHONE (307)682-7268 - PO BOX 877 - GILLETTE, WY 82717-0877



To Whom It May Concern:

December 4, 2014

The Small Buttes I & S District (#176) submitted their assessments for 2014, and they are as follows:

17 lots @ \$600/lot = \$10,200 total

The assessments have been added to the 2014 tax roll, and the Small Buttes I & S District appear to be in good standing with the Campbell County Assessor's Office at this time.

Sincerely,



Troy D. Clements
Campbell County Assessor

Campbell County
CENTENNIAL



Office of
COUNTY CLERK

500 S. Gillette Avenue, Suite 1600 • P.O. Box 3010 • Gillette, Wyoming 82717-3010
Phone: 307.682.7285 • Fax: 307.687.6455

April 16, 2014

To: Helenanne Cathey
RE: Small Buttes Improvement and Service District

At this time Small Buttes I & S District are in compliance with the Campbell County Elections.

Sincerely,

Cyndi A. Silbaugh
Elections Coordinator

Notice of Board 4/08/2014

Map YES

Public Records 6/11/13

By-Laws YES

Proposed Budget N/A

State Compliant 1/23/14

Small Buttes Improvement & Service District - Tax District 0176
PO Box 4128, Gillette, WY 82717

2014 Assessments

Tim McCreary 7/18/2014
 Tim McCreary, President / Date

Duane Schmitz 7/19/2014
 Duane Schmitz, Vice President / Date

Russell Rux 7/19/2014
 Russell Rux, Secretary/Treasurer / Date

Contact Person
 Helenanne Cathey
 Printed Name
 307-685-8235
 Contact Phone #

17 lots / ~~17 assessments~~ assessments per owner

600 ASSESSMENT

	SCH_NO	OWNERNAME1	MAILADDRESS1	MAILCITY	ST	ZIP	SITUS ADDRESS	ASSESSMENT
1	17727	BECKHAM BRETT	2101 TWIN BUTTE DR	GILLETTE	WY	827189305	2101 TWIN BUTTE DR	600
2	39442	COULTER JERRY N & SHAWN D	61 PRONGHORN MEADOW RD	GILLETTE	WY	827189116	61 PRONGHORN MEADOW RD	600
3	12132	LODAHL JANE REVOCABLE TRUST	PO BOX 193	GILLETTE	WY	827170193		600
4	17723	MATHESON EINAR & JANET M	6500 ANTELOPE VALLEY ST	GILLETTE	WY	827189367	6500 ANTELOPE VALLEY ST	600
5	17724	MATHESON TRUSTY & MARILYN FAMILY TRUST	PO BOX 193	GILLETTE	WY	827170193	6400 ANTELOPE VALLEY ST	600
6	17726	MCCREARY TIMOTHY W & LORI J	2201 TWIN BUTTE DR	GILLETTE	WY	827189308	2201 TWIN BUTTE DR	600
7	31879	PARKS WILLIAM P IV & DARLA L	6799 ANTELOPE VALLEY ST	GILLETTE	WY	827189454	6799 ANTELOPE VALLEY ST	600
8	40689	RANKIN CHAD	31 PRONGHORN MEADOW LN	GILLETTE	WY	827189116	31 PRONGHORN MEADOW LN	600
9	10042775	ROICE BRIAN & VALERIE	PO BOX 7024	GILLETTE	WY	827177024	11 PRONGHORN MEADOW LN	600
10	36303	RUX RUSSELL D & JEAN F	7235 ANTELOPE VALLEY ST	GILLETTE	WY	827189373	7235 ANTELOPE VALLEY ST	600
11	17725	SCHMITZ DUANE GERALD & JULIE ANN	2200 TWIN BUTTE DR	GILLETTE	WY	827189308	2200 TWIN BUTTE DR	600
12	34857	SCHWEITZER PATRICK M & BONITA K	PO BOX 3886	GILLETTE	WY	827173886	5801 ANTELOPE VALLEY ST	600
13	17728	SMITH DOUGLAS A & REBECCA A	6600 ANTELOPE VALLEY ST	GILLETTE	WY	827189368	6600 ANTELOPE VALLEY ST	600
14	14511	SNEATHEN DONALD C & DEBRA L	PO BOX 1411	GILLETTE	WY	827171411	8000 ANTELOPE VALLEY ST	600
15	13898	SNEATHEN GAVIN A	674 DUTTON CREEK RD	LARAMIE	WY	820709715	8000 ANTELOPE VALLEY ST	600
16	10055920	SNEATHEN GAVIN A	674 DUTTON CREEK RD	LARAMIE	WY	820709715	8000 ANTELOPE VALLEY ST	600
17	36304	YOUNGS ERIN M & JENNIFER P	6501 ANTELOPE VALLEY ST	GILLETTE	WY	827189326	6501 ANTELOPE VALLEY ST	600

10,200

A RESOLUTION AUTHORIZING **ASSESSMENTS** FOR THE FOLLOWING DISTRICT
FOR THE FISCAL YEAR STATED:

District: Small Buttes Improvement & Service District

Fiscal Year: July 1, 2014 – June 30, 2015

FOR THE PURPOSE(S) OF:

District Maintenance / Operations – Roads

WITNESSETH

WHEREAS, the Governing Body for the above stated district held a budget hearing and meeting to adopt the annual budget on 7/18/14. The advertisement for the hearing was done on: 7/10/14.
(date) (dates)

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE ABOVE STATED DISTRICT, that properties in the District be assessed according to the attached assessment schedule, and that the District requests the Campbell County Assessor, Campbell County Clerk, Campbell County Commissioners, and/or Campbell County Treasurer make the appropriate approvals and filings and send any required notices per Wyoming statutes and assess according to the attached schedule.

BE IT FURTHER RESOLVED, that the following board members:

Tim MCCreary / President
Name / Title / Date

Duane Schmitz / Vice President
Name / Title / Date

Russell Rux / Secretary/Treasurer
Name / Title / Date

are the authorized representatives of the above stated District and have the authority to act on behalf of the Governing Body on all matters relating to this assessment and that these board members designate Helenanne Cathey of Cathey Consulting, LLC, 307-685-8235, as their administrative/bookkeeping contact for any questions or matters pertaining to these assessments.

PASSED, APPROVED AND ADOPTED THIS 18th day of July, 20 14.

Tim McCreary President
(signed) (title)

Attest

Duane Schmitz VICE PRESIDENT
(signed)(title)

Copies To: Campbell County Assessor
Campbell County Clerk
Campbell County Commissioners
Campbell County Treasurer

**BEFORE THE BOARD OF COUNTY COMMISSIONERS
IN AND FOR CAMPBELL COUNTY, WYOMING**

IN THE MATTER OF THE
ORGANIZATION OF:

SMALL BUTTES
IMPROVEMENT AND SERVICE DISTRICT

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DECLARATION OF ELECTION RESULTS AND ORGANIZATIONAL RESOLUTION

THIS MATTER coming on for hearing this 5th day of June, 2012, upon the certificate of the Canvassing Board, said election being for the organization and establishment of the proposed Small Buttes Improvement and Service District, and for the election of three (3) Board Members to serve as the initial Board of Directors of the district, said election held on the 15th day of May, 2012, and the Board being fully informed in the premises finds:

1. That a petition for the organization of the proposed Small Buttes Improvement and Service District was heretofore filed and presented to the Board in conformity with the statutes in such cases made and provided; that the allegations of said petition are true, that said petition was signed by more than sixty percent (60%) of the tax-paying electors of said proposed district, and the said petition was accompanied by a filing fee of two hundred (\$200.00).
2. That notice of hearing on said petition was given for the time and in the manner prescribed by law.
3. The area of the proposed district does not overlap any land presently within any other Improvement and Service District nor does it include any lands within a city or town, and the proposed district lies wholly within the County of Campbell and the State of Wyoming.
4. That the question of the organization of said Improvement and Service District was, by order of this board duly entered, and submitted to the electors of said proposed district at an election held on the 15th day May, 2012, said election being conducted in accordance with W.S. 22-29-115 through 22-29-116, a mail ballot election.
5. That the published notice of said election was duly given, said notice being published in the News Record, a newspaper of general circulation in the district on April 4, 2012.
6. That the ballot was duly mailed to each qualified elector as provided by law on

April 20, 2012.

7. That at said election, the Campbell County Clerk certifies to this board and filed herein the return of said election; that 22 total votes were cast; that 19 votes were for the Organization, and 0 votes were against the Organization of said district. That the majority of votes cast were in favor of the organization of the proposed district.

8. That at the election, *Tim McCreary* received the highest number of votes for Director for the four year term, that *Einar Matheson* and *Duane Schmitz* received the highest number of votes for Director for the two year terms.

IT IS THEREFORE RESOLVED:

1. That the Small Buttes Improvement and Service District and the same hereby is, declared, created, and established as a governmental subdivision of the State of Wyoming, and as a body corporate, with all the powers of a public or quasi-municipal corporation; that the Board of Directors herein named shall have, and they are hereby vested with, all the powers, duties and obligations of Directors of Small Buttes Improvement and Service District as conferred and provided by said act, all laws amendatory thereof and supplemental thereto, and as may by law hereafter be provided.

2. That the corporate name of said District is, and it shall hereafter be known as the "Small Buttes Improvement and Service District

3. That the Small Buttes Improvement and Service District shall have and exercise through its proper officers, all of the power and authority conferred upon Improvement and Service Districts under and by virtue of the provisions of Section 18-12-101 thru 18-12-140, Wyoming Statutes, 1977, and all laws hereunto enabling, and all such power and authority as may hereafter be conferred by law.

4. That the following are, pursuant to the resolution of this Board, duly designated as the first Board of Directors of the Small Buttes Improvement and Service District for the terms set forth opposite each of their respective names, to-wit:

Tim McCreary-To serve for a four (4) year term

Einar Matheson-To serve for a two (2) year term

Duane Schmitz-To serve for a two (2) year term

5. That the boundaries of the Small Buttes Improvement and Service District the land situated therein are described with particularly as follows:

BEGINNING AT:

SECTION 8 T49N R72W

E1/2W1/4, W1/2SE1/4, SE1/4SE1/4 (SMALL BUTTE SUBDIVISION),
W1/2NE1/4SE1/4, SE1/4NE1/4SE1/4;

SECTION 9 T49N R72W

S1/2NW1/4, SW1/4

SECTION 17 T49N R72W

NW1/4NE1/4, NE1/4NW1/4

Containing 561.35 acres more or less

6. That the Certificate of Election Results are hereby filed herein by the Canvassing Board, and the same is hereby in all respects approved and confirmed.
7. That the form of Oath of Office hereto attached as Exhibit "A" be, and the same is hereby affixed and approved as the form of oath to be executed by the Directors of said District in qualifying for their offices.
8. That the members of the Board of Directors of the District shall qualify for office and organize the Board in the manner prescribed by the laws of the State of Wyoming.
9. That within ten days of the canvassing, the County Clerk shall transmit to the Department of Audit, and the Campbell County Assessor, a copy of this Declaration and Resolution.

RESOLVED this 5th day of June, 2012.

CAMPBELL COUNTY BOARD OF COMMISSIONERS


Chairman, Campbell County Commissioners


Member, Campbell County Commissioners


Member, Campbell County Commissioners


Member, Campbell County Commissioners

Member, Campbell County Commissioners

ATTEST:


Susan F. Saunders, Campbell County Clerk

EXHIBIT "A"
OATH OF OFFICE
SPECIAL DISTRICT DIRECTORS

I do solemnly swear (or affirm) that I will support, obey and defend the constitution of the United States, and the Constitution of this state, and that I will discharge the duties of my office with fidelity; that I have not paid or contributed, or promised to pay or contribute, either directly or indirectly, any money, or other valuable thing to procure my nomination or election (or appointment) except for necessary and proper expenses expressly authorized by law; that I have not, knowingly, violated any election law of the State, or procured it to be done by others in my behalf; that I will not knowingly receive, directly or indirectly, any money or other valuable thing for the performance or non-performance of any act or duty pertaining to my office, other than the compensation allowed by law.

Dated this _____ day of _____, _____.

Signature of Director

(Name of District)

(Years of Term)

State of Wyoming)
)ss.

County of Campbell)

Subscribed and sworn to before me this _____ day of _____.

(Printed Name of Director)

Notarial Officer or Other Officer authorized to administer Oaths

My term expires: _____

W.S. 22-29-118 requires that all directors, whether elected or appointed, shall, within ten (10) days after notification of election or appointment, take the oath of office provided in the Wyoming Constitution, article VI, section 20, before an officer authorized to administer oaths. The director shall also complete the written oath and without delay transmit a copy of the oath in writing to the respective county clerks for the first election and to the secretary of the district thereafter.