

**Cook Road Water District
Budget Hearing and Regular Meeting
MINUTES**

Thursday, June 26, 2025, 5:30 p.m.

At the Office of Cathey Consulting, 400 South Gillette Ave., Suite 106, Gillette, Wyoming

BOARD MEMBERS PRESENT: Mike Fuller, Denise Nannemann, Eric Powers,
Angela Williams, Miles Williams

OTHERS PRESENT: Helenanne Cathey

BUDGET HEARING

Angela Williams 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. Angela Williams adjourned the budget hearing at 5:32 p.m.

REGULAR MEETING

Angela Williams called the meeting to order at 5:32 p.m.

- I. Budget** – Miles Williams moved to adopt the budget for 7/1/25 – 6/30/26 for \$461,995 and submit assessments to the County on two past due accounts. Eric Powers seconded. Motion carried unanimously.
- II. Customer Requests / Public Comment** – Board members drove by 7200 Solar Drive, and it doesn't appear that any of the campers are hooked up to the District's water system. This item will be removed from the agenda.
- III. Water System Update** – The water system billing, meter readings, delinquent and shut off accounts, and general water system information were reviewed.
- IV. Minutes Approval / Treasurer's Report / Bills** – Financial reports and minutes were reviewed. Mike Fuller moved to approve the minutes for the regular meeting on May 22, 2025, accept the treasurer's report, and approve and pay the bills as presented. Angela Williams seconded. Motion carried unanimously.

Sinking Fund Balance Forward:	\$281,933.27
05/31/25 Interest	\$251.53
Sinking Fund Ending Balance:	\$282,184.80

Capital Expenditures Balance Forward:	\$39,539.15
05/31/25 Interest	\$33.59
Capital Expenditures Ending Balance:	\$39,572.74

Checking Account Balance Forward:	\$53,129.12
Deposits 5/1-5/22/25:	\$5,448.89
Adjusted Balance Forward:	\$58,578.01
5/23-5/31/25 Deposits–Water	\$234.50
05/31/25 Interest	\$23.11
Checking Account / QuickBooks Balance 5/31/25:	\$58,835.62
06/05/25 Xpress Bill Pay Dep.	\$4,283.99
06/10/25 Assessments Deposit	\$596.00
Checking Account / QuickBooks Balance Prior to bills:	\$63,715.61

Bills Paid at Meeting:

Ck#	Vendor	Description	Amount
AUTO	City of Gillette	Inv. 2076735 – 12/2/24-6/2/25 Regional water 1,000 gallons	\$576.18
AUTO	Powder River Energy	Electricity – 5/1-6/1/25	\$748.47

1461	Cathey Consulting, LLC	Inv. 8125 – May admin./books/compliance	\$656.25
1462	Energy Laboratories	Inv. 709509 – Annual water quality report	\$125.00
1463	Gillette News-Record	Inv. 41564 – Budget hearing legal ad	\$296.40
1464	Hawkins, Inc.	Inv. 7099853 – Chlorine \$40.00	\$494.50
		Inv. 7105810 – Chlorine \$454.50	
1465	Water Guy	Inv. 2025–517 May water operator/meters/ Billing \$2,079.70	\$2,229.70
		Inv. 2025-624 – Locates 5/6-5/15/25 \$150.00	

TOTAL BILLS PAID: \$5,126.50
 CBH Co-Op will bill \$0 per month for the next year because the District has a large credit balance.

Checking Account Balance End of Meeting \$58,589.11*
**Checking account balance does not include Water Guy deposits since the end of the prior month.*

V. Unfinished Business

- a. Director Election November 4, 2025 (Nannemann, M. Williams, E. Powers) –Applications to be on the ballot are due between August 6th and August 26th.

VI. New Business

- a. Public Records Notice – The Board reviewed and signed the Public Records Notice to submit to the County that states that the District’s records are stored at the offices of Cathey Consulting and Water Guy.
- b. Angela Williams moved to designate First National Bank as the official depository for the District for 7/1/25 – 6/30/26. Mike Fuller seconded. Motion carried unanimously.

VII. Adjourn

Mike Fuller moved to adjourn. Eric Powers seconded. The meeting was adjourned at 5:35 p.m.

A reminder to landowners – when the red light is flashing at the top of the water tank, turn off your outdoor watering until the light is off!

Next Regular Meeting: Thursday, July 24, 2025, 5:30 p.m. at the office of Cathey Consulting.

2025 Meetings:

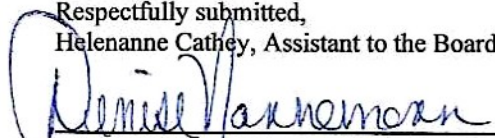


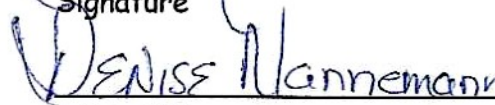
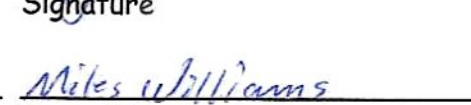

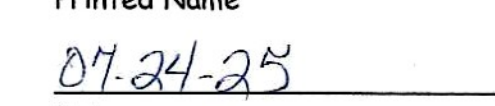
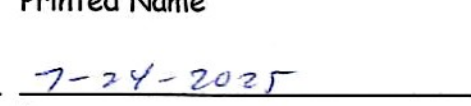
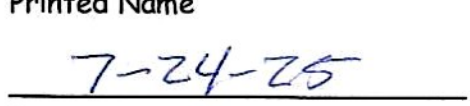
Thurs., July 24, 2025, 5:30 p.m. / Thurs., Aug. 28, 2025, 5:30 p.m. / Thurs., Sep. 25, 2025, 5:30 p.m.

Thurs., Oct. 23, 2025, 5:30 p.m. / Wed., Nov. 19, 2025, 5:30 p.m.* / Wed., Dec. 17, 2025, 5:30 p.m.*

**November and December meetings rescheduled due to Thanksgiving and Christmas holidays.*

MEETINGS: BOARD MEETINGS ARE NORMALLY HELD THE FOURTH THURSDAY OF EACH MONTH AT 5:30 P.M. AT THE OFFICE OF CATHEY CONSULTING AT 400 SOUTH GILLETTE AVENUE (K² TECHNOLOGIES BUILDING – ENTRANCE IS ON 4TH STREET).

Respectfully submitted,
 Helennane Cathey, Assistant to the Board

		
Signature	Signature	Signature
		
Printed Name	Printed Name	Printed Name
		
Date	Date	Date

Angela Williams, Chairman / Eric Powers, Vice-Chairman / Miles Williams, Treasurer /
 Denise Nannemann, Secretary / Mike Fuller, Director

Budget - Cook Road Water District - 7/1/25 - 6/30/26

Budget Hearing: Thursday, June 26, 2025, 5:30 p.m. at office of Cathey Consulting / c/o Cathey Cons., PO Box 471, Gillette, WY 82717

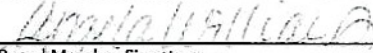
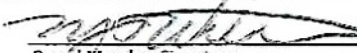
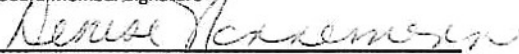
	Actual (F32)	Budget	Actual (EST)	Budget
	7/1/23 - 6/30/24	7/1/24 - 6/30/25	7/1/24 - 6/30/25	7/1/25 - 6/30/26
CASH CARRYOVER	29,714	40,529	41,258	60,730
Revenue				
Assessments		0	5,593	5,593
Assessments - Interest		0		0
Customer and other Billing	139,545	152,251	136,564	152,251
Insurance Claim			170,110	
Grants - County		50,000		50,000
Interest from Bank	3,437	3,421	3,444	3,421
Transfer from reserves				
Other revenue (capital credits)	1,808		1,304	
TOTAL REVENUE	144,790	205,672	317,015	211,265
TOTAL REVENUE PLUS CASH CARRYOVER	174,504	246,201	358,273	271,995
Expenditures				
Capital Expenditures (SEE EXPENSES PAID FROM RESER	300		171,110	
Administrative	10,745	11,500	9,898	12,288
Operations	65,680	172,287	53,359	197,293
Indirect	3,372	3,905	3,219	3,905
Debt Principal	44,157	46,000	45,924	46,000
Interest	10,852	9,009	9,086	9,009
To Reserves		3,500		3,500
TOTAL EXPENDITURES	135,106	246,201	292,596	271,995
TOTAL EXPENDITURES + MAJOR REPAIR FROM RESERVES				461,995
Receivables Start of FY	4,177		8,099	
Payables Balance Start of FY	5,204		13,813	
Undeposited Funds	4,800		4,264	
	6/30/2023	6/30/24 (EST)	6/30/2024	6/30/25 (EST)
BEGINNING OF FISCAL YEAR BALANCES				
GENERAL FUNDS	29,714	40,529	41,258	60,730
RESERVES BALANCES	321,504	325,000	324,746	328,243
TOTAL FUNDS BEGINNING OF YEAR	351,218	365,529	366,004	388,973

Receivables Balance End of FY	8,099			
Payables Balance End of FY	13,813			
Other Adjustment	(50)			
Undeposited Funds (Xpress)	4,324			
End of Year Bank Balance	366,005	325,000	388,973	328,243

Net per year (Revenue minus Expenses) 0 0

Reserves start of year	321,504	325,000	324,747	328,243
Deposits plus interest on reserves	3,243	3,500	3,496	3,500
Transfers out of reserves (EXPENSE PAID FROM RESERVES)		190,000		190,000
Reserves end of year	324,747	138,500	328,243	141,743

Budget Message: Cook Road Water District manages the water system. Revenue was higher this year due to the insurance company paying for the majority of the well repairs and tap fees. Expenses were also higher due to the well repairs. The District has reserve accounts for capital improvements and major repairs. If repairs are minimal in a fiscal year, any surplus cash is transferred to reserves for maintenance of the water well and distribution system or is used to pay down the loan principle balances.

 Board Member Signature	 Board Member Signature
 Board Member Signature	6-26-25 Date

Directors: Eric Power (Vice Chair), Miles Williams (Treas.) & Denise Nannemann (Sec.) Nov., 2025 / Angela Williams (Chair), & Mike Fuller (Dir) Nov., 2027

Meetings are the fourth Thursday of each month at 5:30 p.m. at 400 S Gillette Ave., Suite 106, Gillette.

Records are stored at 400 S Gillette Ac, Suite 106, Gillette. Office hours generally Monday through Friday, 9 a.m. to 5 p.m.

LOAN INFORMATION (updated 3/25/25):

Loan Prin. Balances 6/30/25:	\$99,982.98	\$81,241.35	TOTAL:	\$181,224.33
Loan Payment Annually:	\$24,283.97	\$30,725.74	TOTAL:	\$55,009.71

	2022 = payment # 23 of 35 yr. loan. 4% interest \$24,283.97 add'l prin. paid in 2018	2022 = payment # 10 of 20 yr. loan 4% interest
Estimated Last Year of Loan payment	2029	2032

2001 = 1st pmnt. 2013 = 1st pmnt.
2036 w/o extra pmnts. 2032 w/o extra pmnts.

Monthly fee \$117.25 = \$47 regular fee + \$30 loan 1 + \$35.25 loan 2 + \$5.00 regional
2 Ag Taps = pay \$47 if water is used that month plus overages
Overage Fee: \$1.50 per 1,000 over 15,000 gal. per month