

PINNACLE HEIGHTS IMPROVEMENT & SERVICE DISTRICT

(c/o Cathey Consulting, PO Box 471, Gillette, WY 82717)

REGULAR MEETING

Tuesday, June 24, 2025, 5:00 p.m.

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

MINUTES

BOARD MEMBERS PRESENT: Keith Williams, Fabian Rodriguez
BOARD MEMBERS APPROVED ABSENT: Christy Schomer
OTHERS PRESENT: Helenanne Cathey, Teresa Williams

BUDGET HEARING

Keith Williams called the budget hearing to order at 5:05 p.m. The budget was reviewed. The assessment will increase in the next fiscal year for road improvements. This information was e-mailed to all of those on the e-mail list and advertised in the News-Record. There was an opportunity for public comment. There were no public comments. Keith Williams adjourned the budget hearing at 5:08 p.m.

REGULAR MEEITNG

Keith Williams called the meeting to order at 5:08 p.m.

- I. **Budget** – Fabian Rodriguez moved to adopt the budget for 7/1/25 – 6/30/26 for \$58,307.00 and adopt the resolution to assess and submit assessments to the County as approved in the budget. Keith Williams seconded. Motion carried unanimously.
- II. **Minutes Approval** – Keith Williams moved to approve the minutes for the May 19, 2025, regular meeting. Fabian Rodriguez seconded. Motion carried unanimously.
- III. **Treasurer’s Report Acceptance / Bills** – The financial information and bills were reviewed. The Treasurer’s Report and bills were approved by unanimous consent.

Ending Bank Balance from last meeting:			\$27,230.66
05/10/25	Deposit – Assessments	\$50.00	
05/31/25	Interest	\$9.34	
06/10/25	Deposit – Assessments	\$350.00	
Balance Prior to Meeting:			\$27,640.00
Bills paid at meeting:			
Bills Paid			
<u>Ck#</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
1007	Cathey Consulting	Inv. 8145 – May, Admin./Bookkeeping/Compl.	\$210.00
1008	Gillette News-Record	Inv. 42666 – Budget hearing legal ad	\$83.20
1009	Wyo. Local Gov’t.	Inv. 16029 – Insurance membership for	\$600.00
	Liability Pool	7/1/25 – 6/30/26	
TOTAL			\$893.20
Bank Balance End of Meeting:			\$26,746.80
Receivables Balance (Assessments): \$100.00			

- IV. **Unfinished Business**
 - a. Paving Streets – No update.
 - 1) County grant approved 2/19/25 for \$1,875 (25% of WWC proposal of \$7,500) to assist the District in the costs for applying for funding to pave the district streets.
 - 2) WWC authorized to proceed for an amount not to exceed \$7,500 on 4/30/25.
- V. **New Business**
 - a. Bank statement – Fabian Rodriguez will contact the bank and have them mail the bank statement to Cathey Consulting along with copies of the checks that clear the account each month.

- b. The Public Records Notice was signed to submit to the County stating that the District's records are stored at the office of Cathey Consulting.
- c. Fabian Rodriguez moved to designate First Northern Bank as the official depository for 7/1/25 – 6/30/26. Keith Williams seconded. Motion carried unanimously.
- d. The Board reviewed and signed the Local Government Liability Pool New Membership Application that was submitted online as required.

VI. Next regular meetings:

Tuesday, August 26, 2025, 5:00 p.m.

Meetings are at the office of Cathey Consulting (400 South Gillette Avenue, Suite 106, Gillette – in the K2 Technologies building – office entrance is on 4th Street across from Arrow Printing).

Keith Williams moved to adjourn. Fabian Rodriguez seconded. The meeting was adjourned at 5:14 p.m.

Respectfully submitted,
Helenanne Cathey, Assistant to the Board

Keith Williams

Signature

Keith Williams

Printed Name

8-26-25

Date

Christy Schomer

Signature

CHRISTY M SCHOMER

Printed Name

8-26-2025

Date

Keith Williams, President / Fabian Rodriguez, Secretary / Christy Schomer, Treasurer

Budget - Pinnacle Heights I&S - 7/1/25 - 6/30/26

Budget Hearing: Tuesday, June 24, 2025, 5:00 p.m. at office of Cathey Consulting, 400 S Gillette Ave, Suite 106, Gillette / c/o Cathey Cons., PO Box 471, Gillette, WY 82717

	Actual (F32) 7/1/23 - 6/30/24	Budget 7/1/24 - 6/30/25	Actual (Estimated) 7/1/24 - 6/30/25	Budget 7/1/25 - 6/30/26
CASH CARRYOVER	27,412	28,761	27,412	26,107
Revenue				
Assessments (14 X \$800)	1,400	1,400	1,400	11,200
Assessments - Interest				
Interest				
Grants - County		3,000		21,000
TOTAL REVENUE	1,400	4,400	1,400	32,200
TOTAL REVENUE PLUS CASH CARRYOVER	28,812	33,161	28,812	58,307
Expenditures				
Administrative	94	3,200	2,600	3,200
Operations	300	15,000	0	55,002
Indirect	100	0	105	105
TOTAL EXPENDITURES	494	18,200	2,705	58,307
Reserves-Amount to be Added		0		0
Reserves-Amount to be spent		0		0
Ending Reserves balance		0		0
Receivables Start of FY				
Payables Balance Start of FY				
	6/30/2023	6/30/24 (EST)	6/30/2023	6/30/24 (EST)
BEGINNING OF FISCAL YEAR BALANCES				
GENERAL FUNDS	27,412	28,761	27,412	26,107
RESERVES BALANCES				
TOTAL FUNDS BEGINNING OF YEAR	27,412	28,761	27,412	26,107

Receivables Balance End of FY

Payables Balance End of FY

End of Year Bank Balance

28,318

26,107

Net per year (Revenue minus Expenses)

28,318

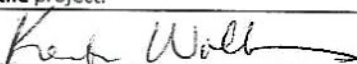
14,961

26,107

0

Budget Message: The budget for this fiscal year includes funding for a road paving project. WWC Engineering has been hired to assist the District in securing funds for the project.


Board Member Signature


Board Member Signature

Directors: Keith Williams (Pres.) & Fabian Rodriguez (Secretary.) terms end May, 2028 / Christy Schomer (Treas.) term ends May 2026
Records at 400 S Gillette Ave., Gillette / Notice of meetings in minutes and online at www.oatheconsulting.net.
Regular Office hours 20 hours or more a week - Yes / 400 S Gillette Ave, Gillette, WY 82716 (also location of meetings)

Roads	Feet	Miles
Whitetail Street & Whitetail Court	1,482	0.28
Pinnacle Dr	1,611	0.31
Lamar Ct	537	0.10
Total	3,630	0.69
5,280 feet in a mile		

Rates History:

2021 \$100

2018 \$300

2012 \$600

Oct., 2010 - District formed / don't know if there were assessments 2010 & 2011