

PINNACLE HEIGHTS IMPROVEMENT & SERVICE DISTRICT

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

REGULAR MEETING

Tuesday, October 14, 2025, 4:30 p.m.

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

MINUTES

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

Keith Williams called the meeting to order at 4:54 p.m.

- I. **Minutes Approval** – Keith Williams moved to approve the minutes for the August 26, 2025, regular meeting. Christy Schomer seconded. Motion carried unanimously.
- II. **Treasurer’s Report Acceptance / Bills** – The financial information and bills were reviewed. Keith Williams moved to accept the Treasurer’s Report and pay bills as presented. Christy Schomer seconded. Motion carried unanimously.

Ending Bank Balance from last meeting: **\$25,595.16**
 08/31/25 Interest No statement yet.
 09/30/25 Interest No statement yet.
 Balance Prior to Meeting: \$25,595.16

Bills paid at meeting:

Bills Paid

Ck#	Payee	Description	Amount
1012	Cathey Consulting	Inv. 8284 – Aug. Admin./Bookkeeping/Compl. \$220.00	\$440.00
		Inv. 8327 – Sept. Admin./Bookkeeping/Compl. \$220.00	
1013	WWC Engineering	Inv. 251890002 – 5/13-8/31 Grant writing & research	\$350.00
		Roads	

TOTAL \$790.00

Bank Balance End of Meeting: **\$24,805.16**

Receivables Balance (Assessments): \$11,200.00

III. Unfinished Business

a. Paving Streets – Nick Marty brought a copy of the Mineral Royalty Grant application that has been drafted along with an estimate for the project costs. Keith Williams will talk to First Northern Bank about a loan for a portion of the project. A County Grant application will be submitted for the maximum amount allowed. A public hearing will be held in conjunction with the December meeting, and Helenanne Cathey will run an ad in the News-Record as required by state statute for the public notice. There was discussion on the deadline for the Mineral Royalty Grant. Nick Marty and Board members will contact the SLIB Board to get some questions answered about the process.

- 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) (4/30/25 – WWC Authorized to proceed for an amount not to exceed \$7,500)

INVOICES:

- Inv. 251890001 7/14/25 \$846.50
- Inv. 251890002 5/23-8/31/25 \$350.00 Amt. Remaining: \$6,303.50

COUNTY GRANT PAY REQUESTS

- Pay Request 1 10/14/25 Invoices \$1,196.50 Grant: \$299.13
Grant Amount Remaining: \$7,200.87

IV. New Business

- a. Director election – May 5, 2026 (Schomer – 4 year term) – The first legal ad will run in the Gillette News-Record on January 6, 2026. Anyone interested in running for the board and having their name on the ballot must file an application for election between February 4, 2026 and February 24, 2026. The application is available at the office of Cathey Consulting or online at www.catheyconsulting.net.

V. Next regular meeting: Tuesday, December 9, 2025, 4:30 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. Christy Schomer seconded. The meeting was adjourned at 5:08 p.m.

Respectfully submitted,
Helenanne Cathey, Assistant to the Board

Keith Williams
Signature

Keith Williams
Printed Name

12-9-25
Date

Fabian Rodriguez
Signature

Fabian Rodriguez
Printed Name

12-9-25
Date

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