

**SKYLINE RANCH IMPROVEMENT AND SERVICE DISTRICT  
MINUTES OF MEETING**

**July 14, 2014**

A public meeting of the Directors of the Skyline Ranch Improvement and Service District was held on July 14, 2014, at 5:30 p.m. at the office of Nelson Engineering in Jackson, Wyoming.

The following Directors, constituting a quorum, were present:

Fred Staehr    Bob Norton    Kurt Harland

Homeowners also in attendance were: Christine Thulin and Pete Jorgenson

Fred served as Chairman, Bob served as Vice-Chairman, and Kurt served as Treasurer.

Fred called the meeting to order.

The Board reviewed the June minutes. Bob made a motion to approve the minutes. Kurt seconded the motion and the minutes were approved.

The Board reviewed the July Treasurer's Report, and the June bills. Bob made the finding that Skyline Ranch I&SD was within budget. Bob made a motion to approve the Treasurer's Report and payment for the bills. The Utility Service Association and the Voorhees Construction checks will be held until requested documents are received. Fred seconded the motion and the Treasurer's Report and bills were approved.

The Board discussed the construction on the pump house. Kurt will follow up with roof & Electrician.

Bob informed the Board that the speed bump cost had increased from \$600.00 to \$1010.00. Fred made a motion to purchase the speed bump at the new cost. Kurt seconded the motion and Bob will purchase the speed bump.

Bob informed the Board that Roland Fleck of lot 3-1 would like to connect to the water system. The Board discussed a price for connection to the water system. Kurt made a motion to charge \$1945.00 to connect to the District's water system. Fred seconded the motion and Bob will follow up with Roland.

At 6:00 pm Fred made a motion to suspend the meeting. Kurt seconded the motion and the meeting was suspended.

Fred called the Public Budget Hearing meeting to order. The Board asked for any Public Comment. No comments were made and Fred adjourned the Public Budget Hearing meeting.

Fred made a motion to reopen the regular meeting. Bob seconded the motion and the regular meeting was reopened.

Bob made a motion to adopt the advertised 2014-2015 Skyline I S & D Budget. Fred seconded the motion and the Budget was adopted.

Christine asked Pete/the Board whom to speak to about subdivision covenants.

Pete informed the Board on the history of the Site Committee. The Board and Pete discussed how to address homeowner questions regarding the subdivision's covenants. It was noted that the County will enforce the county regulations, not the subdivision's. Bob suggested that the Site Committee transfer legal authority to the Skyline Improvement and Service District. Fred recommended that a subcommittee could be formed if needed for specific architectural/site issues. Pete stated that he would write a letter to the District regarding the legal transfer of the Site Committee.

Christine offered to help contact homeowners to collect a list of homeowner email addresses. In addition, Kurt recommended providing a place on the quarterly invoices requesting the homeowner's email.

Christine discussed with the Board the process of addressing homeowner complaints on possible violation of Skyline Ranch covenants.

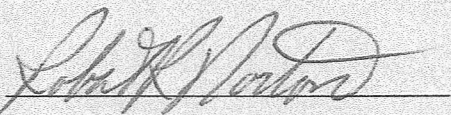
The Board informed Christine of the derelict problems with her account. The past four years of no meter readings, no payments, and the knowledge of their broken water meter. She needs to purchase a new water meter, have it installed, send in readings on a timely basis, pay their outstanding balance to date, and fix the sprinkler heads on their irrigation system. Christine stated that she would follow up with her husband on the outlined problems.

As there was no further business, Fred declared the meeting adjourned.

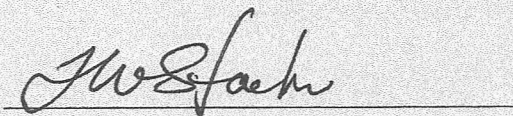
The Treasurer's Report indicates that as of July 14, 2014, the District has account balances totaling \$347466.33.

The next meeting will be held on Thursday, August 14, 2014, at 5:30 p.m. at Nelson Engineering.

Approved: \_\_\_\_\_



Attest: \_\_\_\_\_



**SKYLINE RANCH IMPROVEMENT AND SERVICE DISTRICT  
MINUTES OF MEETING**

**August 14, 2014**

A public meeting of the Directors of the Skyline Ranch Improvement and Service District was held on August 14, 2014, at 5:30 p.m. at the office of Nelson Engineering in Jackson, Wyoming.

The following Directors, constituting a quorum, were present:

Fred Staehr     Bob Norton     Kurt Harland

Homeowner also in attendance was: Christine Thulin

Fred served as Chairman, Bob served as Vice-Chairman, and Kurt served as Treasurer.

Fred called the meeting to order.

The Board reviewed the July minutes. Bob made a motion to approve the minutes once amended. Kurt seconded the motion and the minutes will be amended and approved.

The Board reviewed the August Treasurer's Report, and the July bills. Bob made the finding that Skyline Ranch I&SD was within budget. Bob made a motion to approve the Treasurer's Report and payment for the bills. Fred seconded the motion and the Treasurer's Report and bills were approved.

Kurt informed the Board that lot 3-17 has a noxious weed problem.

The Board discussed the progress of construction on the pump house.

The Board discussed the most beneficial way to transfer legal authority from the Site Committee to the District. Christine suggested that Pete be given the option to stay on as a member of a possible subcommittee. The Board agreed. The Board will draft a letter for the transfer and send to Pete.

The Board discussed the entrance to Skyline. Christine suggested that homeowners be given the opportunity to donate any materials to future projects such as the entrance. Bob made a motion to reconstruct the existing entrance using the existing posts with the addition of concrete foundations. The design will remain the same and new material shall be used when needed to replace rotten posts. Kurt seconded the motion and the reconstruction of the entrance was approved.

Christine brought copies of the Skyline Ranch Subdivision covenants. She informed the Board regarding her collection of email addresses. Christine suggested that when sending emails they should be mailed as undisclosed recipients and that read receipts be enable. The Board also discussed a District email address and a website. She also discussed the history of her water meter. Christine provided documentation that their failed water meter had been purchased by the Board on behalf of the Thulins. Christine suggested that language be written into the bylaws that Board directors shall not act as agents in the sale of water meters in a home. The Board agreed.

Bob informed the Board that lot 4-3 had been donated to the Land Trust by the former owner and that the Land Trust plans to sale this lot with no development rights. The lot is still part of the District.

The Board will publish and mail out solicitations for nominees in the upcoming election of a new director.

Bob informed the Board that Fleck is going to connect to the water system.

Bob made a motion to make the fiscal year end transfer of \$93,298.05 from the Operating account and split the amount into \$72,439.96 for Roads account and \$20,858.09 for Water account. Kurt seconded the motion and the funds will be transferred.

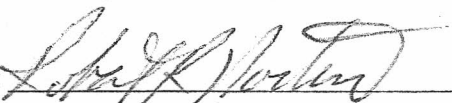
The Board thanked Christine for her work on collecting the email addresses, researching the covenants, and fixing her water irrigation sprinkler heads.

As there was no further business, Bob declared the meeting adjourned.

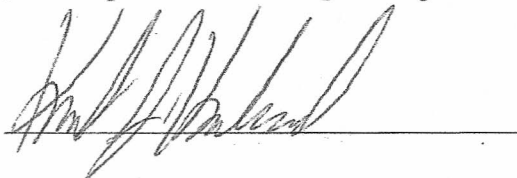
The Treasurer's Report indicates that as of August 14, 2014, the District has account balances totaling \$356,062.69.

The next meeting will be held on Thursday, September 11, 2014, at 5:30 p.m. at Nelson Engineering.

Approved:



Attest:



**SKYLINE RANCH IMPROVEMENT AND SERVICE DISTRICT  
MINUTES OF MEETING**

**September 9, 2014**

A public meeting of the Directors of the Skyline Ranch Improvement and Service District was held on September 9, 2014, at 5:30 p.m. at the office of Nelson Engineering in Jackson, Wyoming.

The following Directors, constituting a quorum, were present:

Fred Staehr    Bob Norton    Kurt Harland

Homeowners also in attendance were: Christine Thulin and Warren Machol

Fred served as Chairman, Bob served as Vice-Chairman, and Kurt served as Treasurer.

Fred called the meeting to order.

The Board reviewed the amended July minutes. Bob made a motion to approve the minutes. Kurt seconded the motion and the minutes were approved.

The Board reviewed the August minutes. Bob made a motion to approve the minutes once amended. Fred seconded the motion and the minutes will be amended and approved.

The Board reviewed the September Treasurer's Report, and the August bills. Bob made the finding that Skyline Ranch I&SD was within budget. Bob made a motion to approve the Treasurer's Report and payment for the bills. Fred seconded the motion and the Treasurer's Report and bills were approved.

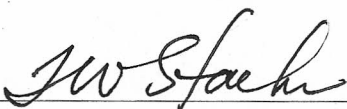
Warren showed the Board pictures of the settling on his property in the District's right of way. His belief is that it is a result of a leak in the District's water system at that location. The Board discussed possibilities. Fred made a motion to pothole on locate to investigate. Kurt seconded the motion and the Board will investigate further.

Christine requested a homeowner listing of names & mailing addresses so that she may continue contacting homeowners requesting email addresses. She also suggested that the Board begin to think about a program for email distribution. She provided the Board with an updated email list and a more legible copy of the CC&Rs from Carol McCain. She also provided the Board with her research of companies that sell water meters. Christine requested that the Board pay for the cost of installing a 1" Neptune water meter, approximately \$800.00 at her house. Her belief is that since the Board helped purchase her last water meter that broke within 4-5 years, the Board would be responsible for any warranty and replacement. The Board needs more time to discuss this issue.

As there was no further business, Bob declared the meeting adjourned.

The Treasurer's Report indicates that as of September 9, 2014, the District has account balances totaling \$343,603.32.

The next meeting will be held on Thursday, October 9, 2014, at 5:30 p.m. at Nelson Engineering.

Approved: 

Attest: 

**SKYLINE RANCH IMPROVEMENT AND SERVICE DISTRICT  
MINUTES OF MEETING**

**October 9, 2014**

A public meeting of the Directors of the Skyline Ranch Improvement and Service District was held on October 9, 2014, at 5:30 p.m. at the office of Nelson Engineering in Jackson, Wyoming.

The following Directors, constituting a quorum, were present:  
Fred Staehr    Bob Norton    Kurt Harland

Homeowners also in attendance were: Christine Thulin, Susan Dong, and Arne Johanson.

Fred served as Chairman, Bob served as Vice-Chairman, and Kurt served as Treasurer.

Fred called the meeting to order.

The Board reviewed the September minutes. Bob made a motion to approve the minutes once amended. Fred seconded the motion and the minutes will be amended and approved.

The Board reviewed the only received election nomination for Renee Glick. Renee will be put on the ballot to be mailed out and published in the newspaper. The Board appointed Fred Staehr and Carly Schupman as election judges.

The Board reviewed the October Treasurer's Report, and the September bills. Bob made the finding that Skyline Ranch I&SD was within budget. Bob made a motion to approve the Treasurer's Report and payment for the bills. Kurt seconded the motion and the Treasurer's Report and bills were approved.

The Board requested that a follow up invoice be emailed to Fleck.

Kurt informed the Board that the electrician is scheduled to install LED lights on the entrance sign. The Board discussed possibilities on additional lower side lights to illuminate the entrance road driveway, or solar lights.

Christine requested that updates on District issues be included in homeowner quarterly billing.

Susan and Arne introduced themselves as the new homeowners of lot 3-32. They informed the Board that they have been issued a building permit from the County and have plans for an addition/remodel of the existing house. They asked if there was anything the Board needed from them. The Board informed Susan and Arne that there is a \$2500.00 bond while under construction, CC&Rs, and a site committee. Bob will email them the pertinent information. Carly received the check from Susan and Arne in the amount of \$2500.00 for the bond.

The Board requested that a note be added to the October billing regarding snow removal and meeting change.

Christine asked the Board for an update on email distribution. Kurt will follow up with Latham Jenkins. Christine offered to follow up with consultants as well. Christine also requested for a second time, a mailing address list for all homeowners. In regards to privacy issues the Board will not provide this list.

Homeowner, Ulrich, had requested all speed bumps be removed from the District. Arne commented on how much he appreciates the speed bumps and requests that the speed bumps remain.

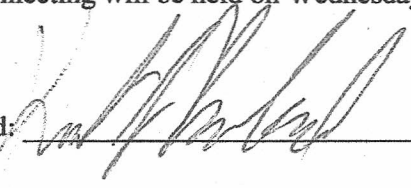
The Board discussed Christine's request to have the District pay for a new water meter and have it installed. The Board stated their view that the District will not purchase replacement water meters on behalf of homeowners. Furthermore, Homeowners are responsible for the purchase, maintenance, and repair of water meters in their homes. Bob made a motion to revise the Water Service Policies to read, "If a property owner

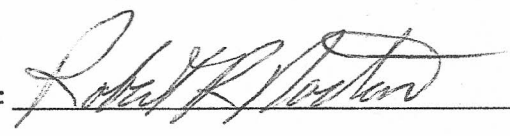
would like to add an auxiliary meter, or needs to replace an existing meter, they must purchase ~~it~~ a meter approved by the District and install the meter with an approved backflow prevention device in accordance to ~~uniform~~ international plumbing codes.” Fred seconded the motion. The motion carried with a unanimous vote “all in favor” of the motion and the language of the Water Service Policies will be revised.

As there was no further business, Bob declared the meeting adjourned.

The Treasurer’s Report indicates that as of October 9, 2014, the District has account balances totaling \$336,128.62.

The next meeting will be held on Wednesday, November 12, 2014, at 5:30 p.m. at Nelson Engineering.

Approved:  \_\_\_\_\_

Attest:  \_\_\_\_\_

**SKYLINE RANCH IMPROVEMENT AND SERVICE DISTRICT  
MINUTES OF MEETING**

**November 12, 2014**

- A public meeting of the Directors of the Skyline Ranch Improvement and Service District was held on November 12, 2014, at 5:30 p.m. at the office of Nelson Engineering in Jackson, Wyoming.
- The following Directors, constituting a quorum, were present: Fred Staehr, Bob Norton, Kurt Harland
- Homeowners also in attendance were: Christine Thulin, Renée Glick, and Latham Jenkins
- Fred served as Chairman, Bob served as Vice-Chairman, and Kurt served as Treasurer.
- Fred called the meeting to order.
- The Board reviewed the October minutes. Kurt made a motion to approve the minutes. Bob seconded the motion and the minutes were approved.
- The Board reviewed the November Treasurer's Report, and the October bills. Bob made the finding that Skyline Ranch I&SD was within budget. Bob made a motion to approve the Treasurer's Report and payment for the bills. Kurt seconded the motion and the Treasurer's Report and bills were approved.
- Latham presented to the Board options for a District website. He thanked the Directors for their volunteer work on the Board. Latham offered to utilize his expertise and volunteer his time to create the website. The possible costs associated would be an \$8-\$10 monthly host fee and if the District would like to use a listserv, that too would be a monthly subscription fee. Latham asked general questions regarding; content, updating, emailing, and privacy issues. Kurt made a motion to have Latham begin work on the website and to get Board approval if an associated cost is greater than \$200.00. Bob seconded the motion and Latham is approved to begin work.
- Christine informed the Board that she was still gathering a few more homeowner email addresses. She will email Latham the list of email addresses in an excel format. She also suggested that a line be added to the invoices for homeowners to provide their email address and any changes to their existing information.
- The election judges, Carly Schupman, Fred Staehr, and Bob Norton opened the election ballots. The results are as follows: Renée Glick received 45 votes, Fred Staehr received 1 vote, Alex Muromcew received 1 vote, Jim Knoke received 1 vote, and Latham Jenkins received 1 vote. 142 ballots were mailed. 49 ballots were received. 1 ballot was spoiled, 14 ballots were undeliverable. The certification of election will go to the Clerk's office.
- Bob made a motion to acknowledge receipt of a letter dated 10/24/2014 from Pete Jorgensen and accept his appointment of the Skyline Ranch Improvement and Service District Board as the Site Committee. Fred seconded the motion, all approved, and the Board will now also be the Site Committee. The Board discussed the possibility of appointing a sub-committee to follow up on CC&R issues.
- Kurt informed the Board that the speed bump replacement parts have been ordered. The pump house and entrance still need final electrical work. Kurt will follow up on HUB insurance details.
- Bob informed the Board that the recent water test results were within government regulations.
- As there was no further business, Fred declared the meeting adjourned.
- The Treasurer's Report indicates that as of November 12, 2014, the District has account balances totaling \$338,782.68.
- The next meeting will be held on Wednesday, December 10, 2014, at 5:30 p.m. at Nelson Engineering.

Approved: \_\_\_\_\_

*Robert Norton*

Attest: \_\_\_\_\_

*Kurt Harland*



**SKYLINE RANCH IMPROVEMENT AND SERVICE DISTRICT  
MINUTES OF MEETING**

**December 10, 2014**

A public meeting of the Directors of the Skyline Ranch Improvement and Service District was held on December 10, 2014, at 5:30 p.m. at the office of Nelson Engineering in Jackson, Wyoming.

The following Directors, constituting a quorum, were present: Kurt Harland, Bob Norton, Renée Glick

Bob served as Vice-Chairman, Kurt served as Treasurer, and Renée served as Board Member

Bob called the meeting to order.

Bob made a motion for the order of elected officials: Kurt to serve as Chairman, Bob to serve as Vice-Chairman, and Renée to serve as Treasurer. Kurt seconded the motion, all approved, and the titles were approved.

Renée will need to be bonded as new Treasurer and added to the bank accounts with Fred being removed.

The November minutes were missing and will be reviewed at the next meeting.

The Board reviewed the December Treasurer's Report, and the November bills. Bob made the finding that Skyline Ranch I&SD was within budget. Bob made a motion to approve the Treasurer's Report and payment for the bills. Kurt seconded the motion and the Treasurer's Report and bills were approved.

Kurt made a motion to approve the HUB insurance policy. Bob seconded the motion and the policy was approved.

Fred stopped by to drop off original files for the District. Carly will keep them with current files.

Bob informed the Board of a District service water line leak at 3255 Teal Rd and the repairs.

Kurt made a motion to reinvest the Lower Valley Energy Patronage Capital. Renée seconded the motion and the capital will be reinvested.

Latham Jenkins presented to the Board the current District website under construction. The Board discussed more details for the site and Latham will continue making progress. The Board agreed the layout looked great.

Bob made a motion to acknowledge receipt of a letter dated 11-17-14 from Chris Thulin and a check numbered 9251 in the amount of \$89.10, and to respond with a letter and returning the check. Kurt seconded the motion and the Board will send a response letter along with the returned check.

As there was no further business, Kurt declared the meeting adjourned.

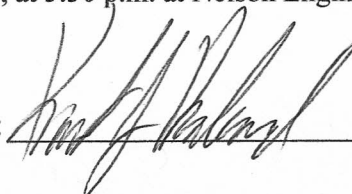
The Treasurer's Report indicates that as of December 10, 2014, the District has account balances totaling \$337,682.62.

The next meeting will be held on Wednesday, January 14, 2014, at 5:30 p.m. at Nelson Engineering.

Approved: \_\_\_\_\_



Attest: \_\_\_\_\_



**SKYLINE RANCH IMPROVEMENT AND SERVICE DISTRICT  
MINUTES OF MEETING**

**January 14, 2015**

A public meeting of the Directors of the Skyline Ranch Improvement and Service District was held on January 14, 2015, at 5:30 p.m. at the office of Nelson Engineering in Jackson, Wyoming.

The following Directors, constituting a quorum, were present: Kurt Harland, Bob Norton, and Renée Glick

Kurt served as Chairman, Bob served as Vice-Chairman, and Renée served as Treasurer.

Kurt called the meeting to order.

Bob made a motion to approve the November and December minutes. Kurt seconded the motion and the minutes were approved.

The Board reviewed the January Treasurer's Report, and the December bills. Bob made the finding that Skyline Ranch I&SD was within budget. Bob made a motion to approve the Treasurer's Report and payment for the bills. Kurt seconded the motion and the Treasurer's Report and bills were approved.

Kurt informed the Board that the entrance light is not working. Since the ground is frozen, Kurt will follow up with solar possibilities.

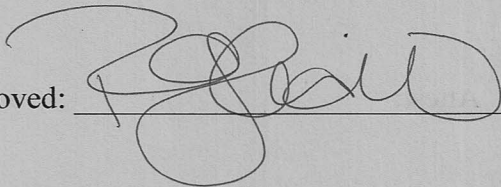
Kurt informed the Board that the new fence constructed at Nunn's is too high for county codes. Kurt will follow up with phone call to Nunn.

As there was no further business, Kurt declared the meeting adjourned.

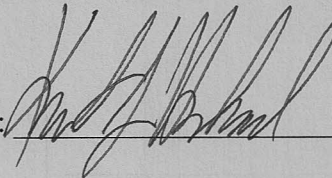
The Treasurer's Report indicates that as of January 14, 2015, the District has account balances totaling \$346,143.14.

The next meeting will be held on Wednesday, February 11, 2015, at 5:30 p.m. at Nelson Engineering.

Approved: \_\_\_\_\_



Attest: \_\_\_\_\_



# SKYLINE RANCH IMPROVEMENT AND SERVICE DISTRICT MINUTES OF MEETING

February 11, 2015

A public meeting of the Directors of the Skyline Ranch Improvement and Service District was held on February 11, 2015, at 5:30 p.m. at the office of Nelson Engineering in Jackson, Wyoming.

The following Directors, constituting a quorum, were present: Kurt Harland, Bob Norton, and Renée Glick

Kurt served as Chairman, Bob served as Vice-Chairman, and Renée served as Treasurer.

Kurt called the meeting to order.

Bob made a motion to approve the January minutes. Kurt seconded the motion and the minutes were approved.

The Board reviewed the February Treasurer's Report, and the January bills. Bob made the finding that Skyline Ranch I&SD was within budget. Bob made a motion to approve the Treasurer's Report and payment for the bills. Renée seconded the motion and the Treasurer's Report and bills were approved.

Kurt informed the Board that he had contacted Homeowner Nunn regarding their fence. Kurt will follow up by providing the Teton County regulations.

Lot 38 is under contract to be sold. Kurt will contact the new lot owner with a question about future curb stop location for waterline.

New owner of Clearwater Operations is David Arentz.

Bob made a motion to name First Interstate Bank as the District's Financial Institution. Renée seconded the motion and the bank was approved.

The Treasurer's Report indicates that as of February 11, 2015, the District has account balances totaling \$348,185.15.

The next meeting will be held on Wednesday, March 11, 2015, at 5:30 p.m. at Nelson Engineering.

Approved: Robert R. Norton Attest: Kurt J. Harland

**SKYLINE RANCH IMPROVEMENT AND SERVICE DISTRICT  
MINUTES OF MEETING  
March 11, 2015**

A public meeting of the Directors of the Skyline Ranch Improvement and Service District was held on March 11, 2015, at 5:30 p.m. at the office of Nelson Engineering in Jackson, Wyoming.

The following Directors, constituting a quorum, were present: Kurt Harland, Bob Norton, and Renée Glick

Kurt served as Chairman, Bob served as Vice-Chairman, and Renée served as Treasurer.

Kurt called the meeting to order.

The Board reviewed the March Treasurer's Report, and the February bills. Bob made the finding that Skyline Ranch I&SD was within budget. Bob made a motion to approve the Treasurer's Report and payment for the bills. Renée seconded the motion and the Treasurer's Report and bills were approved.

Kurt informed the Board that he sent a copy of the Teton County Regulations to Nunn regarding his fence not being in compliance.

The Board discussed locating the entrance lights' electrical line. Kurt will call the electrician to schedule with Bob.

The Board discussed the proposed utility easement from Teton County granting them access for the power lines to the future Pathways Tunnel. Bob made a motion to approve the Teton County utility easement with the amended paragraph submitted. Kurt seconded the motion and the easement was approved.

As the Board was appointed the Site Committee, the Board reviewed the submitted building plans from Chapman. Bob made a motion to authorize preliminary approval of the Chapman Residence building plans submitted from Ward Blake with sheet issue date of 3-6-15 with the following items to be submitted:

1. Final landscape plan
2. Final grading plan
3. Final exterior lighting plan
4. Waterline connection to District main waterline design
5. Construction Schedule
6. Teton County building permit
7. Teton County septic permit

Kurt seconded the motion and preliminary approval was authorized to Chapman. Bob will follow up and inform Chapman of \$2500.00 bond and road cleaning responsibility.

The Treasurer's Report indicates that as of March 11, 2015, the District has account balances totaling \$358,227.81.

The next meeting will be held on Wednesday, April 8, 2015, at 5:30 p.m. at Nelson Engineering.

Approved: \_\_\_\_\_

*Robert R. Norton*

Attest: \_\_\_\_\_

*Kurt J. Harland*

# SKYLINE RANCH IMPROVEMENT AND SERVICE DISTRICT MINUTES OF MEETING

April 8, 2015

A public meeting of the Directors of the Skyline Ranch Improvement and Service District was held on April 8, 2015, at 5:30 p.m. at the office of Nelson Engineering in Jackson, Wyoming.

The following Directors, constituting a quorum, were present: Kurt Harland, and Bob Norton

Kurt served as Chairman and Bob served as Vice-Chairman.

Kurt called the meeting to order.

Bob made a motion to approve the February minutes. Kurt seconded the motion and the minutes were approved.

Bob made a motion to approve the March minutes. Kurt seconded the motion and the minutes were approved.

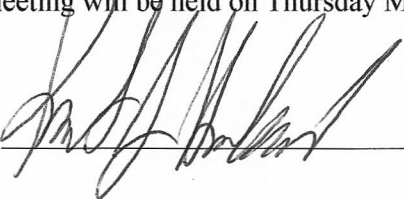
The Board reviewed the April Treasurer's Report, and the March bills. Bob made the finding that Skyline Ranch I&SD was within budget. Bob made a motion to approve the Treasurer's Report and payment for the bills. Kurt seconded the motion and the Treasurer's Report and bills were approved.

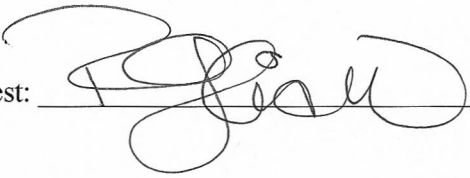
Bob informed the Board that lot 38 was in the preliminary stage of submitting plans to the site committee.

The Board discussed homeowner, Machol's, request to look into a potential water leak on the edge of his property. By the Board's initial investigations, there are no visible indications of a water leak, no leak detected by the hired leak detection agency hired by the district, nor by having the water operations company visit the site. Kurt made a motion to have Yellow Iron excavate a pot hole to investigate further with the terms that the homeowner will be responsible for all landscaping regardless of the outcome. If no leak is found the homeowner will pay the full excavation bill, if a leak is found on the District's side, the District will pay to have it repaired. Bob seconded the motion and Bob will follow up the homeowner on the details of the motion.

The Treasurer's Report indicates that as of April 8, 2015, the District has account balances totaling \$356,667.99.

The next meeting will be held on Thursday May 14, 2015, at 5:30 p.m. at Nelson Engineering.

Approved: 

Attest: 

# SKYLINE RANCH IMPROVEMENT AND SERVICE DISTRICT MINUTES OF MEETING

May 14, 2015

A public meeting of the Directors of the Skyline Ranch Improvement and Service District was held on May 14, 2015, at 5:30 p.m. at the office of Nelson Engineering in Jackson, Wyoming.

The following Directors, constituting a quorum, were present: Kurt Harland, Bob Norton, and Renée Glick. Homeowner Warren Machol was also in attendance.

Kurt served as Chairman, Bob served as Vice-Chairman, and Renée served as Treasurer.

Kurt called the meeting to order.

Bob made a motion to approve the April minutes. Kurt seconded the motion and the minutes were approved.

The Board reviewed the May Treasurer's Report, and the April bills. Kurt made the finding that Skyline Ranch I&SD was within budget. Kurt made a motion to approve the Treasurer's Report and payment for the bills. Bob seconded the motion and the Treasurer's Report and bills were approved.

Bob informed the Board that Teal Dr. road repair is planned for this month with Owens Construction. The District's water leak on Northwest Ridge Rd adjacent to Coosia has been repaired by Yellow Iron

The Board reviewed the new Bookkeeping contract. Kurt made a motion to approve the 2015-2016 Bookkeeping Contract. Renée seconded the motion and the contract was approved.

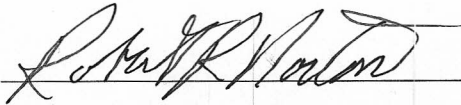
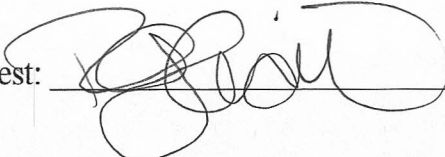
The Board discussed options for high water usage by homeowners.

The Board outlined the preliminary Proposed Budget for 2015-2016. Carly will upload online to the Dept of Audit before June 1<sup>st</sup>, 2015.

Warren gave the Board a letter and updated pictures of the depression on his property within the District's road and utility easement. The Board's response is that the District is not responsible for the cost of damage to landscaping and structures placed by the property owner within the easement. The District will repair the District's water lines if a water leak arises and assumes no liability from non-action without evidence of a water leak.

The Treasurer's Report indicates that as of May 14, 2015, the District has account balances totaling \$358,983.51.

The next meeting will be held on Thursday June 25, 2015, at 5:30 p.m. at Nelson Engineering.

Approved:  Attest: 

# SKYLINE RANCH IMPROVEMENT AND SERVICE DISTRICT MINUTES OF MEETING

June 25, 2015

A public meeting of the Directors of the Skyline Ranch Improvement and Service District was held on June 25, 2015, at 5:30 p.m. at the office of Nelson Engineering in Jackson, Wyoming.

The following Directors, constituting a quorum, were present: Bob Norton and Renée Glick. Representative for Goldstein, Tim Grimes, was also in attendance.

Bob served as Vice-Chairman and Renée served as Treasurer.

Bob called the meeting to order.

Bob made a motion to approve the May minutes. Renée seconded the motion and the minutes were approved.

The Board reviewed the June Treasurer's Report, and the May bills. Bob made the finding that Skyline Ranch I&SD was within budget. Bob made a motion to approve the Treasurer's Report and payment for the bills. Renée seconded the motion and the Treasurer's Report and bills were approved.

Bob made a motion to publish the proposed 2015-2016 FY budget and hearing notice date of 7-14-15. Renée seconded the motion and the proposed budget will be published.

Bob made a motion to increase the Road Maintenance Assessment as to \$504/lot for East Skyline and \$840/lot for West Skyline and to increase Water Usage Fees to \$1.90/1000 gallons as proposed. Renée seconded the motion and the new rates will be applied.

As the Site Committee, Bob made a motion to approve the Goldstein, lot 38, plans as presented to the Board. Renée seconded the motion and Goldstein has Site Committee approval.

Bob informed the Board that Kurt had been in talks with Machol and that arrangements have been made with Fish Creek Excavation to pothole his water service.

The Treasurer's Report indicates that as of June 25, 2015, the District has account balances totaling \$362,098.19.

The next meeting will be held on Tuesday July 14, 2015, at 5:30 p.m. at Nelson Engineering.

Approved: \_\_\_\_\_



Attest: \_\_\_\_\_

