

SKYLINE RANCH IMPROVEMENT AND SERVICE DISTRICT MINUTES OF MEETING

July 14, 2015

A public meeting of the Directors of the Skyline Ranch Improvement and Service District was held on July 14, 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.

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

Bob called the meeting to order.

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

The Board reviewed the July Treasurer's Report, and the June bills. 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.

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

Bob called the Public Budget Hearing meeting to order. Bob presented the proposed balanced 2015-2016 budget. The Board asked for any Public Comment. No comments were made and Bob adjourned the Public Budget Hearing meeting.

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

Bob made a motion to adopt the advertised 2015-2016 Skyline Ranch I S D Budget. Renée seconded the motion and the Budget was adopted.

The Board discussed the lighting at the entrance. Currently the District is waiting for LVE.

Renée made a motion to pay for road side mowing by Fred at \$50.00/time. Bob seconded the motion and Fred will be paid for the mowing.


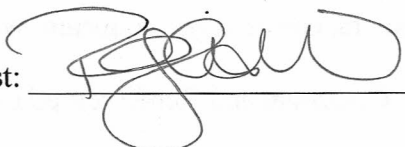
The Board discussed adding three notes to the July billing; 1.) noxious weed spraying, 2.) water rate increase, and 3.) email confirmation and request to be added to email list. The July billing will be sent by mail and email.

Bob informed the Board that at Machol's request, Fish Creek Excavation potholed his water service. No water was discovered. Once the District receives the invoice from Fish Creek Excavation, Machol will be billed to reimburse the District for the full amount due.

Bob made a motion to transfer \$15,000.00 from the Operating Account to the Road Reserve Account and to transfer \$10,000.00 from the Water Reserve Account to the Road Reserve Account. Renée seconded the motion and the FYE 2015 transfers will be made.

The Treasurer's Report indicates that as of July 14, 2015, the District has account balances totaling \$364,334.53.

The next meeting will be held on Thursday August 6, 2015, at 5:30 p.m. at Nelson Engineering.

Approved:  Attest: 

SKYLINE RANCH IMPROVEMENT AND SERVICE DISTRICT MINUTES OF MEETING

August 6, 2015

A public meeting of the Directors of the Skyline Ranch Improvement and Service District was held on August 6, 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 July minutes. Renée seconded the motion and the minutes were approved.

The Board reviewed the August Treasurer's Report, and the July bills. Bob made the finding that the district 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.

The Board discussed the lighting at the entrance. Bob will contact excavator to locate existing power and install new conduit.

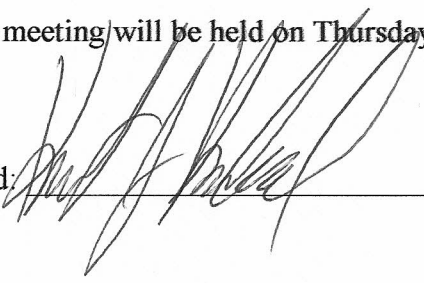
Bob informed the Board of homeowner concerns with speed bump location. The Board decided to relocate the speed bump in front of lot 2 (Garson).

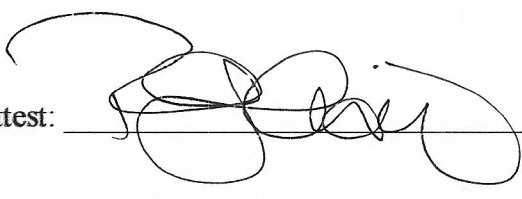
Bob informed the Board that homeowner Frankel replaced their water service and installed a new water meter. The new meter reading is 6830 as of 7-22-15. The old meter located at the guest house needs to be billed and the reading as of 7-22-15 was 204,340. A note will need to be included to notify homeowner that a future adjustment will need to be applied for (4) years of unrecorded water usage.

Kurt informed the Board that Gillette's meter reading as of 8-5-15 is 3,402,890.

The Treasurer's Report indicates that as of August 6, 2015, the District has account balances totaling \$368,515.41.

The next meeting will be held on Thursday September 10, 2015, at 5:30 p.m. at Nelson Engineering.

Approved: 

Attest: 

SKYLINE RANCH IMPROVEMENT AND SERVICE DISTRICT MINUTES OF MEETING

September 10, 2015

A public meeting of the Directors of the Skyline Ranch Improvement and Service District was held on September 10, 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 Renée Glick. Also in attendance were homeowners: Fred Staehr, Jim Lewis, Elizabeth Ridgeway, and Mary Lohis.

Kurt served as Chairman and Renée served as Treasurer.

Kurt called the meeting to order.

Kurt made a motion to allow time for public comment, kept to 2min/person, after review of minutes and paying bills. Renée seconded the motion and time was allowed.

Kurt made a motion to approve the July minutes with the revision that the Board would consider moving the speed bump next year. Renée seconded the motion and the minutes were approved.

The Board reviewed the July bills. The August Treasurer's Report was not provided. Kurt made a motion to approve payment for the bills. Renée seconded the motion and the bills were paid.

Jim gave the Board a letter detailing his concerns. As there were only 2 minutes allow; Jim's main concern was #4 on his list, Front Entrance Lights. He wanted to understand why the district was taking so long to install the lights and if the project had gone out to bid? He requested more information. #3 on his list, Water Rate Increase, Jim was questioning why the homeowners were not involved with this decision and why the rate increase was needed. He also requested more information on this issue. Kurt responded to the "front entrance lights" by outlining the past events and difficulties the project has encountered. Kurt agrees that the timeline has been unsatisfactory. He also shared the current estimated schedule to getting the lights up and working. In regards to the "water rate increase", Kurt stated that the increase was necessary for funding future water maintenance. The rate was chosen to increase to encourage water conservation.

Elizabeth informed the Board that she had put up temporary solar lights at the entrance. She asked if the Board had considered solar lighting for the project. Kurt informed her that he had reached out to solar companies; however none would bid the project. Elizabeth also was concerned regarding homeowners not sending in correct water meter readings. The Board discussed this concern and decided that a memo should go out in the next billing asking homeowners to send in a picture of their water meters so that the District has a baseline. Renée will also follow up by posting on Listserv.

Mary requested that the Board send out a notice regarding the requirement for bear proof trash containers. Renée will follow up by posting on Listserv.

The Board discussed Listserv and the District's website concluding that procedures are needed.

Renée informed the Board that she had put up reflectors at the entrance. Also many homeowners have requested mirrors and/or striping at the crest of Killdeer intersection. The Board will review how a mirror would work and schedule striping.

The Board discussed the need for legal counsel regarding what the District can post electronically and requirements for bids on projects.

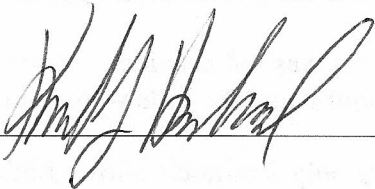
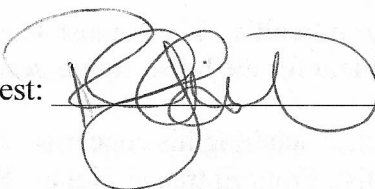
Kurt informed the Board that he had discovered unapproved unmetered irrigation on lot 43. The District collected \$900.00 at closing. The new owners of Lot 43 requested Guest House approval as they had obtained Teton County approval. The Board approved the request via email.

Kurt informed the Board of Pellet's request for driveway approval as they had obtained Teton County approval. The Board approved the request via email.

The Board is in receipt of Machol's emails.

Kurt spoke of the Board's goal to further transparency and welcomed all homeowner comment to help the Board make better informed decisions. He stated that the District's new website and Listserv are ways to be transparent and to gain community involvement.

The next meeting will be held on Thursday October 15, 2015, at 5:30 p.m. at Nelson Engineering.

Approved:  Attest: 

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

October 15, 2015

A public meeting of the Directors of the Skyline Ranch Improvement and Service District was held on October 15, 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, Robert Norton, and Renée Glick.

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

Kurt called the meeting to order.

Kurt made a motion to approve the September minutes. Renée seconded the motion and the minutes were approved.

The Board reviewed the November Treasurer's Report, and the October bills. 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.

The District will submit required documents to Teton County Weed & Pest District for Noxious Weed Cost Share Program.

The District will upload budgets to the website along with a note stating that District meetings are generally held on the 2nd Thursday of the month at Nelson Engineering.

The Board discussed lot 4-2 regarding a broken water meter for the past 5 years. The Board will send a letter.


Kurt informed the Board of a discussion and emails from Jim Lewis. Kurt will respond to Jim.

Bob made a motion to have Kurt Harland pay 1 hr of Fish Creek Excavation's bill to Warren Machol for swing set removal. Renée seconded the motion and Kurt will be billed and Warren's invoice adjusted.

Bob made a motion to accept Evan's Construction 3 year extension for snow removal at the same annual price. Kurt seconded the motion and Bob will follow up with Evan's Construction.

The Treasurer's Report indicates that as of October 15th, 2015, the District has account balances totaling \$373,769.39.

Approved: _____



Attest: _____



SKYLINE RANCH IMPROVEMENT AND SERVICE DISTRICT MINUTES OF MEETING

November 17, 2015

A public meeting of the Directors of the Skyline Ranch Improvement and Service District was held on November 17, 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, Robert 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 October minutes as amended. Kurt seconded the motion and the minutes were approved.

The Board reviewed the November Treasurer's Report, and the October bills. 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 discussed water meter readings with discrepancies. Bob made a motion for the water meter readings received ending without the zero as the meter photo indicates, should be recalculated and rebilled for the past 3 years. Kurt seconded the motion and the water meter readings with discrepancies will be adjusted.

The Treasurer's Report indicates that as of November 17th, 2015, the District has account balances totaling \$379,893.32.

Approved: Robert R Norton Attest: Kurt Harland

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

December 8, 2015

A public meeting of the Directors of the Skyline Ranch Improvement and Service District was held on December 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, Robert 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 minutes. Renée seconded the motion and the minutes were approved.

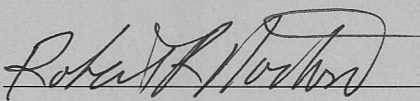
The Board reviewed the December Treasurer's Report, and the November bills. Bob made a motion to approve the Treasurer's Report and payment for the bills. Kurt seconded the motion and the Treasurer's Report and bills were approved.

Bob made a motion for Kurt to purchase supplies for storage of records in pump house #1. Renée seconded the motion.

Kurt informed the Board that Teton County handling the Nunn fence noncompliance issue.

The Board discussed future road maintenance and chip seal options. Kurt made a motion to hire Nelson Engineering to start the process of engineering the road chip seal project. Renée seconded the motion and Nelson Engineering will be hired. Bob abstained from the vote.

The Treasurer's Report indicates that as of December 11th, 2015, the District has account balances totaling \$380911.51.

Approved: 

Attest: 