

SKYLINE RANCH IMPROVEMENT AND SERVICE DISTRICT MINUTES OF MEETING

August 11, 2016

A public meeting of the Directors of the Skyline Ranch Improvement and Service District was held on August 11, 2016, 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. Homeowners also in attendance were: Christine Thulin, Warren Machol, Susan Dong, Angela McGrath, Will Garson, Bill Boeder, Fred Staehr, Jenny Karns, and Matt Fairbanks.

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 amended minutes. Kurt seconded the motion and the minutes were approved.

The Board reviewed the August Treasurer's Report, and the July 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 updated the Board on the Road Chipseal Project. Renée informed the Board that homeowners are inquiring about fog sealing the road. Bob stated that the fog sealing costs about \$40,000 without extending the life of the road and therefore the Board made the decision not to fog seal. Matt Fairbanks: Is the chip seal the same type as in the past? He would like to see the surface of the road smoother for recreational use. Susan Dong: How do homeowner funds get prioritized? Warren Machol: Noticed section of the chipseal that may need to be repaired on North West Ridge Road just before Tananger. Chris Thulin: What is the process to get an item on the agenda? She feels the community should be more informed of upcoming decisions.

Bob made a motion to replace the curbstop at Boeder lot 2-7B. Renée seconded the motion and Bob will follow up with excavation companies.

Bob informed the Board that lot 35 Villamue submitted plans. Bob made a motion to approve the plans. Kurt seconded the motion. Kurt called for a vote: Yea: (3) Kurt, Bob, and Renée. The plans were approved. Chris Thulin: Why weren't the construction plans submitted prior to construction? She is concerned about the Site Committee review process. She would like to see qualified Board members educated on Teton County zoning and Skyline's CC&Rs.

Bob informed the Board lot 3-17 submitted plans. Bob asked the Board to defer ruling until the ARC has given their recommendation. Angela McGrath: As a neighbor, she would like to see the plans. She is concerned that construction workers will park on her property. Warren Machol: He was unaware that there was a rule not allowing parking on road. He informed the Board that workers at the Chapman lot have been parking on road.

Susan Dong researched current Architectural Review Committee's guidelines in the surrounding area. The Board thanked Susan for her research and will have the ARC review the guidelines.

The Board received applicants for the ARC. List of applicants: Ridgeway, Knoke, Linton, Thulin, Willot, Garson, Karns, Ulrich, Rogers, and Lewis. All of the applicants qualify. Will Garson: His wife is an applicant; he is representing her today as she is currently out of the country on family emergency. Chris Thulin: Would the ARC meetings be open to the public? Bob recommended appointing Knoke, Linton, Thulin, Willot, and Lewis. Kurt made a motion to defer a decision on appointing ARC members until the next meeting. Bob seconded the motion. Warren Machol: He believes that ARC members need to be appointed today with 3 from the West District and 2 from the East District. Chris Thulin: She is happy to put in her application to be a member of the ARC, but she is not comfortable putting West ARC members on shorter terms than East ARC members. She recommends random term length selection. Matt Fairbanks: Are there items in the past that the ARC would have been involved? Jenny Karns: She is happy to put in her application to be a member of ARC. She requested that the Board decide tonight. Susan Dong: Is it possible to schedule a sooner date than the next scheduled meeting for the Board to decide the ARC? She reminded the Board that time is of the essence. Bob made a motion to make a decision on the ARC by 8-19-16. Kurt seconded the motion. Kurt called for a vote: Yea: (3) Kurt, Bob, Renée. The Board will meet and have a decision by 8-19-16.

Bob made a motion to send Machol a registered letter of notice to shut off their water if payment and water meter reading are not received within 90 days. A lien may also be placed on the property if payment is not received. Warren Machol: He presented a history of his issue with a depression in the earth near his curbsstop. Kurt informed the meeting that any public comment would be kept to a three-minute limit. Fred Staehr: He remembers being on the Board at the start of the Machol's earth depression issue and that he recalls there not being enough evidence after having a leak detection agency clear the area to warrant potholing the depression. The Board informed Machol that the water bill nonpayment and non-reading is a separate issue from the curbsstop potholing issue. The Board asked Machol if he is going to pay his water bill. Machol stated that he was not going to pay. Kurt seconded the motion. Kurt called for a vote: Yea: (3) Kurt, Bob, Renée. A registered letter will be sent to Machol. Warren Machol: Informed the Board that they can expect a lawsuit.

Bob made a motion to refund the construction bond on Goldstein lot 38. Kurt seconded the motion and called for a vote: Yea: (3) Kurt, Bob, Renée. A refund will be issued. Will Garson: Informed the Board that there is a cable sticking out of the ground near lot 38.

Warren Machol: Requested a resolution on his curbsstop potholing issue. The Board informed him that the issue has been resolved as stated in the June meeting minutes.

The Board will send a follow up letter to Levy lot 4-5 in regards to clarification on incorrect water meter readings being sent in and corrected calculations. Chris Thulin: How does a homeowner see the District Water Policy? She would like to see it on the website.

Chris Thulin: When did the election terms change from 3 years to 4 years? Would like to make sure that homeowners whom do not wish to have their invoices emailed do not receive them by email.

Will Garson: Concerned about the safety on Mallard near lot 2. Chris Thulin: Suggests adding a speed bump. Jenny Karns: She is not convinced that speed bumps are the solution.

Warren Machol: Concerned that not all the comments are making it into the minutes. He states that the meeting minutes from the last meeting did not reflect all the detailed views. Also he stating from Jim Lewis the request that meeting minutes be published on the website. Chris Thulin: She agrees with Machol that minutes are not detailed enough and would like to see the minutes published more promptly. Angela McGrath: Offered to attend as many meetings as possible to type minutes. Kurt made a motion to purchase a digital recording devise, not to exceed \$200.00, to be present at board meetings. Bob seconded the motion and Kurt called for vote: Yea: (3) Kurt, Bob, Renée. A recording device will be purchased.

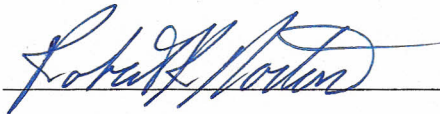
Warren Machol: Stated the Board has a fiduciary responsibility and submitted his notes from the July meeting when he presented his view on the water billing. The Board is in receipt of his typed notes.

Bob made a suggestion in regards to putting homeowner's water bill on the county tax roll by basing the water usage on the previous year's usage. Basically billing in arrears for the entire year. If no water meter readings sent in, then a \$200.00 no reading fee would be billed. The District would keep the policy to require reading meters sent in quarterly. Chris Thulin: Suggests sending out a request to homeowners whom would like to brainstorm on project ideas and be available to the Board. Jenny Karns: She likes the idea of putting water usage on the tax roll. Matt Fairbanks: Why would homeowners want the water usage on the tax roll?

Fred Staehr: Asks that the Board consider after the ARC is established that the ISD transfer its Site Committee powers to the ARC. Warren Machol: Thanked Fred for his improvement to the community by mowing the roadside. Everyone thanked Fred.

Kurt adjourned the meeting.

The Treasurer's Report indicates that as of August 11, 2016, the District has account balances totaling \$437,781.76.

Approved:  Attest: 