

OFFICIAL SUMMARY PROCEEDINGS OF THE BOARD OF THE  
SKYLINE IMPROVEMENT AND SERVICE DISTRICT  
TETON COUNTY, WYOMING

The Directors of the Skyline Improvement and Service District met in regular meeting on **November 21, 2024**, in the Mountain Property Management Conference Room, located at 250 Veronica Lane, Jackson, Wyoming and via Zoom. The meeting was called to order at 4:08 p.m.

Directors present: Latham Jenkins, Secretary and Jamie Streater, Treasurer

**REVIEW AND APPROVE MEETING MINUTES OF OCTOBER 17, 2024 (Video time: 00:01:29)**

A motion was made by Secretary Jenkins and seconded by Treasurer Streater to approve the minutes. Secretary Jenkins called for a vote. The vote showed all in favor and the motion carried.

No Public Comment

**CHANGES TO THE AGENDA (Video time: 00:02:07)**

Secretary Jenkins noted the addition of the Site Committee's review of lot 36, following the district's regular meeting adjournment.

**ADOPTION OF THE AGENDA (Video time: 00:02:54)**

A motion was made by Secretary Jenkins to approve the agenda with the noted addition and seconded by Treasurer Streater. Secretary Jenkins called for a vote. The vote showed all in favor and the motion carried.

No Public Comment

**PUBLIC COMMENT ON ITEMS NOT APPEARING ON THE AGENDA (Video time: 00:03:07)**

Warren Machol requesting the total of the chip seal project and conveyed his concern on the road damages near 700 W. Ridge Road, from the neighboring construction site.

Worthy Johnson regarding the construction vehicles along the roadway near 655 N. West Ridge Road.

Worthy Johnson regarding the website improvements.

Maria Johnson regarding the construction timeline of the construction project at 655 N. West Ridge Road being five years.

Worthy Johnson regarding the noted construction guidelines for the ARC/Site Committee states 24 months.

Warren Machol regarding the winter parking restrictions along the roadway/easement area.

**CORRESPONDENCE RECEIVED BY THE DISTRICT OFFICE (Video time: 00:19:57)**

Kevin Meehan 10/17/24 regarding tiny home.

Perk Perkins 10/23/24 regarding snow removal vendors.

Deb Krisik 10/23/24 regarding easement grass trimming.

Chris Lee 10/30/24 regarding Site Committee requirements.

Angela McGrath 10/31/24 regarding speed bumps.

Chris Lee 11/1/24 regarding Site Committee requirements.

Jim Stockhouse 11/12/24 regarding snow removal vendors.

Worthy Johnson 11/17/24 regarding ISD formation documents being put on the website.

Maria Johnson 11/18/24 regarding information on properties still needing to install backflow preventers.

Warren Machol 11/21/24 regarding backflow preventer communication noted in meeting agenda.

**REVIEW 4-MONTH OCTOBER ACTUALS VS. FULL YEAR FY 2024-2025 BUDGET (Video time: 00:20:35)**

The October 31, 2024, Actuals vs. 2024-2025 Budget were reviewed by Wendy Meyring.

The 25%-meter loan forgiveness has been applied by the Office of State Lands and Investments. The total of the funds drawn off the \$145,000 loan was \$141,393.20. The 25% forgiveness on this amount is \$35,373.30. The first annual payment was approved during the October monthly meeting, as it was due on November 15, 2024. In addition to the 2024 payment, \$16,021.19 was paid on the principal for funds collected during the prior two fiscal years. The new loan total of \$106,019.90 has been re-amortized to reflect the 25% forgiveness. The board will continue to charge \$84.30/year to each lot, which will allow the loan to pay off earlier than the original 20-year term. The district is waiting for the final loan documents. Once received these documents will be added to the district's website.

**REVIEW OF OCTOBER 31, 2024 TREASURY REPORT**

Operating Checking Account – FIB – \$11,264.33

Operating Savings Account – FIB - \$8,285.45

Operating Reserve Account – WGIF - \$16,741.35

Road Reserve Account – FIB - \$2,803.54

Road Reserve Account – WGIF - \$274,224.35

Water Reserve Account – FIB - \$17,535.28  
 Water Reserve Account – WGIF - \$166,645.03  
 Well #4 – WGIF - \$7.41  
 Total Cash on Hand as of 10/31/2024 \$497,506.74

**APPROVE PAYMENT OF INVOICES (Video time: 00:25:11)**

A motion was made by Secretary Jenkins to approve the payment of \$30,161.14 of monthly bills and Treasurer Streater seconded the motion. Secretary Jenkins called for a vote. The vote showed all in favor and the motion carried.

Skyline Improvement & Service District					
Date	Vendor	Ref. No	Description	Due Date	Total
11/1/2024	Mountain Property Management		Monthly Management road share	11/1/2024	\$1500.00
11/1/2024	Mountain Property Management		Monthly Management water share	11/1/2024	\$1500.00
11/1/2024	Mountain Property Management		monthly Dropbox fee - road share	11/1/2024	\$9.99
11/1/2024	Mountain Property Management		monthly Dropbox fee - water share	11/1/2024	\$10.00
11/19/2024	Mountain Property Management		store speed bups 11/1	11/19/2024	\$50.00
11/15/2024	Clearwater Operations & Services	2355	monthly contract	11/15/2024	\$800.00
11/15/2024	Clearwater Operations & Services	2355	811 locates, EPA survey, meter installations	11/15/2024	\$609.68
11/15/2024	Nelson Engineering	65879	backflow work	11/15/2024	\$180.00
11/15/2024	Nelson Engineering	65879	water system work	11/15/2024	\$405.00
11/15/2024	Nelson Engineering	65879	road project	11/15/2024	\$315.00
11/15/2024	Lower Valley Energy		acc#294586002	11/15/2024	\$353.53
11/15/2024	Lower Valley Energy		acc#294586003	11/15/2024	\$93.75
11/15/2024	Lower Valley Energy		acc#294586001	11/15/2024	\$18.99
11/15/2024	Evans Construction Company	pay app 2	final payment on road project	11/15/2024	\$14755.20
11/19/2024	Teton County Health Department	25-1669	water test 10/1	11/19/2024	\$20.00
11/19/2024	Frontier Landscape Maintenance	36985	mow grass along roadways	11/19/2024	\$1540.00
12/1/2024	Snake River Excavation		monthly contract - Dec	12/1/2024	\$8000.00
<b>Total for Skyline Improvement &amp; Service District</b>					<b>\$30161.14</b>
<b>Transfer to be Done</b>					
	Operating savings to Operating checking		funds for bills	\$15,040.94	
	Road Reserve to Operating Checking		funds for road project	\$15,070.20	

**APPROVE THE HIRING OF A NEW ATTORNEY FOR THE DISTRICT (Video time: 00:31:59)**

The district approached Sara Van Genderen to be the new attorney. Following discussion, the district will contact Scott Garland to see if he has the capacity to take on the district. The outcome of this conversation will be shared during the December meeting.

**BACKFLOW PREVENTER COMMUNICATION UPDATE (Video time: 00:37:54)**

Paul D’Amours has indicated he will continue to work on this topic on behalf of the district. Paul D’Amours is reviewing the Water Service Policies and Article V regarding the current requirements for backflow preventers. His reading of the current documents states that a backflow preventer is only needed on the irrigation line. Based upon the initial information from Paul, the board may need to update these documents to enable the district to enforce the backflow requirement.

**NEXT BOARD MEETING – THURSDAY, DECEMBER 19, 2024**

**ADJOURNMENT (Video time: 00:43:47)**

Secretary Jenkins made a motion to adjourn Skyline Improvement and Service District monthly board meeting. Treasurer Streater seconded the motion. Secretary Jenkins called for a vote. The vote showed all in favor and the motion carried. The meeting adjourned at 4:51 p.m.

Approved

Latham Jenkins  
 Latham Jenkins (Dec 20, 2024 10:16 MST)

Latham Jenkins  
 Secretary

Approved

Edward James Streater, III  
 Edward James Streater, III (Dec 20, 2024 12:26 EST)

Edward James Streater  
 Treasurer

**CORRESPONDENCE RECEIVED:**

**From:** Kevin Meehan <kmeehan@bresnan.net>  
**Sent:** Thursday, October 17, 2024 6:17 PM  
**To:** Wendy Meyring <wendy@mpmjh.com>  
**Subject:** Re: Skyline - Plowing/Staking Reminder

Wendy,

My property is located at 3175 Teal Rd. and the parcel is slightly under one acre.

I wanted to inquire if I would be permitted to put a tiny home (approx 900 square feet) on the property (in addition to my existing residential home)?

I would send picture for you to review of the structure.

Thank you, Kevin

---

**From:** Perk Perkins <perkinsp@orvis.com>  
**Sent:** Wednesday, October 23, 2024 8:37 AM  
**To:** Wendy Meyring <wendy@mpmjh.com>  
**Subject:** RE: Skyline - District Plowing Vendor Selected

Hi Wendy

I just left you a voice mail on this topic.

Can you give me a call. I'd like your thoughts on how best to line up a snow plow contractor.

Thanks

Perk

---

**From:** Deb Krisik <dk@tetonfilmworks.com>  
**Sent:** Wednesday, October 23, 2024 2:11 PM  
**To:** Wendy Meyring <wendy@mpmjh.com>  
**Subject:** Trimming?

Hi Wendy,

I believe you mentioned we were on Frontier landscaping's schedule?

Let me know if & when you know something-

If Frontier does not get the job done, will those of us that have missed out be charged for work not received?

Thanks for your time,

Deborah K

---

**From:** Chris Lee <c.lee@RAMSA.COM>  
**Sent:** Wednesday, October 30, 2024 11:47 AM  
**To:** info@skylineranchISD.com; Wendy Meyring <wendy@mpmjh.com>  
**Subject:** 50 - 100 NW Ridge Planned work

Hi Skyline ranch improvement and service district,

We are architects who are working with the owners on a new construction of a single family home at 50 NW Ridge and renovation at 100 NW Ridge. Could you please let us know if we need to participate in any type of architectural review with the board regarding look or building or development standards prior to filing permit with the county? Let us know if there is any protocols we should be following. Thank you!

Kind Regards,

**Chris Lee**  
Senior Associate  
Robert A.M. Stern Architects, LLP  
**One Park Avenue, New York, New York 10016**  
Phone: 212 967 5100  
[c.lee@RAMSA.COM](mailto:c.lee@RAMSA.COM)  
[www.ramsa.com](http://www.ramsa.com)

---

From: Angela McGrath <angelamcgrath.wy@gmail.com>

Sent: Thursday, October 31, 2024 7:59 PM

To: office@skylineranchisd.com

Subject: Speed bumps

Hi everyone,

Could you please remove the broken speed bumps? The speed bumps are broke, not secure, and in my opinion are a liability.

Unfortunately, I don't see any benefit. I wish drivers would slow down. The other day a driver passed Mike as he was turning into the driveway. Thankfully, Mike missed him. I don't have a solution to the problem, but the current broken yellow speed bumps isn't the answer.

Thanks,

Angela

415 328 3107

---

**From:** Chris Lee <c.lee@RAMSA.COM>

**Sent:** Friday, November 1, 2024 1:33 PM

**To:** Wendy Meyring <wendy@mpmjh.com>; info@skylineranchISD.com

**Subject:** RE: 50 - 100 NW Ridge Planned work

Hi Wendy,

Thanks for the info!

I'm noticing item #3 on the ARC. So we don't submit documents to ARC until we receive building permits from Teton County? For example we plan to submit permit drawings to county later this Monday. We probably won't get permit until April next year. We don't need to submit to the ARC until that then? Just want to confirm this is the process. Thank you.

Kind Regards,

**Chris Lee**

Senior Associate

Robert A.M. Stern Architects, LLP

**One Park Avenue, New York, New York 10016**

Phone: 212 967 5100

[c.lee@RAMSA.COM](mailto:c.lee@RAMSA.COM)

[www.ramsa.com](http://www.ramsa.com)

---

**From:** Jim Stockhouse <daddcorp@gmail.com>

**Sent:** Tuesday, November 12, 2024 12:19 PM

**To:** Wendy Meyring <wendy@mpmjh.com>

**Subject:** Re: Skyline - Snow Removal Option

Hi Wendy. I am just now arranging for snow removal and wondering who is doing Skyline this winter? WY Landscape said they are not.

Thank you,

Jim Stockhouse

---

**From:** Worthy Johnson <wjohnson@lawrencecapitalmgt.com>

**Sent:** Sunday, November 17, 2024 10:29 AM

**To:** wendy@mpmjh.com; office@skylineranchisd.com

**Cc:** mariajohnson53@gmail.com

**Subject:** ISD FORMATION on WEBSITE\*

**Importance:** High

Dear Wendy and SISD Board,

The above 2 documents are:

-Petition for ISD Formation dated 1 Dec 1987

-Notice of ISD Board Election dated 12 Sept 1989

Should not they be posted under your DOCUMENTS sub-category, as well?

Also, the BY-LAWS section is not loading.

Nice work on renovating the website. Congrats...



---

**From:** Maria Johnson <mariajohnson53@gmail.com>  
**Sent:** Monday, November 18, 2024 11:37 AM  
**To:** Wendy Meyring <wendy@mpmjh.com>  
**Cc:** Worthy Johnson <wjohnson@lawrencecapitalmgt.com>; office@skylineranchisd.com  
**Subject:** Re: ISD FORMATION on WEBSITE\*

Worthy recommends you get the info from Town Hall. What Worthy sent you was from Town Hall...no idea why some of it has been highlighted. It seems that info from D'Amours can take months. By the way, this info is way before D'Amours was ever involved with the ISD.

A couple of questions from me:

How many lots are still without a backflow preventer/double ck valve.? How do you know?

Is the ISD Board allowed to meet before the monthly meeting? Is all information from homeowner emails shared with them before the meeting? It would be helpful to know what questions and responses other homeowners sent and received. Full disclosure is important.

Thanks, Maria

Maria J. Johnson  
307.203.2600 WY  
941.964.7526 FL

---

**From:** Warren Machol <wlm.assoc@gmail.com>  
**Sent:** Thursday, November 21, 2024 10:06 AM  
**To:** Wendy Meyring <wendy@mpmjh.com>  
**Cc:** Leah Duke <leah@mpmjh.com>; Jamie Streater <jstreater58@gmail.com>; Kurt Harland <kurt@bhhsjacksonhole.com>; Latham Jenkins <latham@livewaterproperties.com>  
**Subject:** Re: Skyline - meter project information

Wendy,

I see that "Backflow Preventer Communication" is on the agenda for our board meeting on November 21. I'm looking forward to discussing it with everyone!

I have previously expressed my concerns to you and the board regarding the board's unilateral decision to impose Article V water regulations on Skyline members and to ensure all member's compliance. The new Article V regulation mandates that all taps must have backflow protection that adheres to current plumbing standards immediately, rather than the standards that were in place at the time of the building permit completion.

I have previously emailed my concerns and reason to believe that the board has failed to properly document or oversee the completion of the meter/backflow project and compliance with Article V. It wasn't until the board finally released the Dropbox link, (August 27, 2024) following my request under the Freedom of Information Act, that my worst fears were confirmed. The photos and documentation from [Skyline ISD regarding meter and backflow compliance](#) do not provide complete documentation showing that all water taps meet Article V compliance, whether through testing or new installations to align with current standards.

**At the November 21 board meeting, I requested that the ISD board describe its efforts, if any, to answer the following questions:**

***(excerpt from Sept 17 e mail)***

*As you know, the following questions are being asked in accordance with guidelines for public information requests under the Freedom of Information Act.*

*1) List of all taps of ISD water line (Water Taps) identified by lot and name. COMPLETE*

2) Identify Water Taps that complied with the backflow preventer requirements before the enactment of Article V amendment\*\* (Article V). (i.e., required no plumbing updates with meter install to comply with Article V ) Insufficient information

3) Identify each Water Tap identified by lot and name that required plumbing changes to comply with Article V. INCOMPLETE

4) Identify each Water Tap by lot and name that has, as of 2/1/24, made plumbing changes to comply with Article V. INCOMPLETE

5) Identify each Water Tap by lot and name that has not, as of 2/1/24, made plumbing changes to comply with Article V. Insufficient information

\*\* Article V amendment to the water regulations enacted on July 31, 2023

I have submitted this request for the safety of the Skyline IDS water system.

Warren Machol

member

**WLM Associates**  
**500 NW Ridge Rd**  
**Jackson WY 83001**  
**307 734 1920 (o)**  
**917 455 7470 (c)**

---

**From:** Warren Machol <wlm.assoc@gmail.com>

**Sent:** Thursday, November 21, 2024 10:46 AM

**To:** Wendy Meyring <wendy@mpmjh.com>

**Cc:** Leah Duke <leah@mpmjh.com>; Jamie Streater <jstreater58@gmail.com>; Kurt Harland <kurt@bhhsjacksonhole.com>; Latham Jenkins <latham@livewaterproperties.com>

**Subject:** Re: Skyline - meter project information

Wendy,

Thank you for your quick reply.

The legal outcome of implementing Article V is one of many things to discuss. The delay in the board's lawyer addressing

the issue due to his departure from the job should stop the board from completing accurate data collection for compliance.

Please be prepared to inform the members about what is being done to complete the data collection process a year after the project was to be finalized.

On a second note, will there be an update on the expected 25% water meter grants expected arrival date?

All the best

Warren