

**Skyline Improvement and Service District
Guiding Principals Regarding Water
Fiscal Year 2020-2021**

1. Metering of water has been a requirement from the time the original developers of Skyline were operating the water system, and continued when the ISD assumed responsibility for the water system in 1993.
2. Full metering of residential and irrigation lines is mandatory, with two readings per calendar year, by April 30 and by October 31st.
3. At least one, of the two, meter readings, must be in the form of a **clear photo** of the face of the meter with the reading clearly visible.
4. Residents with caretakers or property managers should instruct them accordingly about timely and accurate meter readings. This is the homeowner's responsibility not the District's to ensure timely reporting.
5. Failure to report a meter reading, or communicating an alternate date, will result in a no-meter reading charge and administrative fee.
6. No free water. The District will impose penalties for any tampering with meters, curb stops, illegal taps, or unreported unmetered irrigation lines, or irrigation lines that are metered but have no back flow prevention device.
7. Since the ISD's inception, the Skyline ISD uses a Single Block Rate structure where all water users are charged a constant price per gallon (\$x/1000 gallons), currently \$1.40/1000 gallons for FY 2020-21 regardless of the amount of water used. This is referred to as the water usage rate.

In addition, there is an annual water maintenance charge currently \$539.15 per homeowner for FY 2020-21, which consists of a water maintenance assessment of \$224.20 and water overhead of \$314.95.

Both the water usage rate and the water maintenance charges will be reviewed annually concurrent with the annual budget process and are determined by, and subject to change by the Board of Directors.

8. Both the water usage rate and the water maintenance charge will be set at levels that cover the full cost of producing, treating (if applicable), storing, and distributing water to Skyline residents. This includes financial reserves, operation, maintenance and repairs, all regulatory compliance costs, administration, and if applicable, debt service costs.
9. Water rates and maintenance charges are established in a manner to be fair and equitable. Fair means the rate is high enough to cover the full cost of the system. Equitable means that each water user, based on their individual metered water usage, is paying their fair share of the costs, through both the prevailing water usage rate and the water maintenance charge, as determined by the board annually.
10. All undeveloped lot owner will be charged an annual readiness to serve charge currently 539.15/annum. This amount will consist of a water maintenance assessment of \$224.20 and water overhead of \$314.95.. A one-time connection fee will also be charged at a time determined by the Board, but prior to when the property is actually connected to the water system. The payment due date of this connection fee will be detailed in the Site Committee's approval of the lot owner's plans to develop the property. The readiness to serve fee and the connection fee will be reviewed annually concurrent with the budget cycle. The connection fee for FY 2020-21 will be \$6,078 (see Water Service Policies for FY 2020-21).

11. The District is participating with the Wyoming Water Development Commission (WWDC) to collaborate on medium-term recommendations to our capital asset improvement plan and will consider WWDC recommendations on the District's water charging methodology. This Level 2 study is funded by the WWDC and Nelson Engineering has been awarded the contract by the WWDC. The final draft report is due in the April/May 2021 timeframe.
12. This document, together with each Fiscal Year's Water Service Policies will be reviewed and updated annually by the Board, concurrent with the annual budget process.