

2024-2025 BUDGET HEARING
SKYLINE IMPROVEMENT AND SERVICE DISTRICT
TETON COUNTY, WYOMING

A budget hearing for the Skyline Improvement and Service District was held on July 18, 2024, in person and via Zoom. The meeting was called to order at 4:01 p.m. by Chair Harland.

Directors present: Kurt Harland, Chair, and Latham Jenkins, Secretary (Zoom), and Jamie Streater, Treasurer (Zoom).

Public Comment (Video time: 00:06:57)

Worthy Johnson asking if the changes between 2023/2024 vs. 2024/2025 can be identified.

Warren Machol regarding the budget increase of 24% and why the water overhead was decreased.

Warren Machol regarding the need to induce users to use water, since we will have more supply, at a cost of \$1.3M.

The water could beautify the community. The need for reserves to rebuild the system and how to collect these funds needs to be discussed. They should be paid for equally and equitably per lot.

Worthy Johnson noted that Bob Norton laid out an approach for the reserve prior to leaving the Board.

John Willott requesting the annual detailed water usage information.

A motion was made by Chair Harland and seconded by Secretary Jenkins. Chair Harland called for a vote. The vote showed all in favor and the motion carried. The meeting adjourned at 4:34 p.m.

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 **July 18, 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 4:34 p.m.

Directors present: Kurt Harland, Chair, and Latham Jenkins, Secretary, and Treasurer Streater (Zoom) (Video time: 00:34:36).

REVIEW AND APPROVE SPECIAL MEETING MINUTES OF APRIL 10, 2024 (Video time: 00:35:04)

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

No Public Comment

REVIEW AND APPROVE MINUTES OF APRIL 18, 2024 (Video time: 00:35:34)

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

PUBLIC COMMENT

Chris Thulin asked why the approval of the minutes is so behind.

REVIEW AND APPROVE MINUTES OF MAY 16, 2024 (Video time: 00:36:29)

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

No Public Comment

REVIEW AND APPROVE MINUTES OF PUBLIC HEARING JUNE 12, 2024 (Video time: 00:36:52)

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

PUBLIC COMMENT

John Willott noted that the meeting video posted on the website for June 20, 2024, is for the video June 12, 2024, Special Meeting.

REVIEW AND APPROVE MINUTES OF JUNE 20, 2024 (Video time: 00:32:20)

A motion was made by Chair Harland and seconded by Secretary Jenkins to approve the minutes. Chair Harland amended the motion to table the approval until the August 15, 2024 meeting. The amended motion was seconded by Secretary Jenkins. Chair Harland called for a vote. The vote showed all in favor and the motion carried.

PUBLIC COMMENT

Chris Thulin requested that minutes be reviewed and approved more timely.

Warren Machol requested that the minutes from June 20, 2024 be tabled to allow time for members to review the video in comparison with the written minutes.

John Willott seconded Warren Machol's request.

Worthy Johnson reiterated his request to have the documents on the website being properly dated.

Worthy Johnson requested that the monthly water usage be added to the website.

CHANGES TO THE AGENDA (Video time: 00:43:12)

Item 21 – Site Committee was added to the Agenda

ADOPTION OF THE AGENDA

A motion was made by Chair Harland to approve the agenda as written with the addition of Site Committee, but not posted to the website, and seconded by Secretary Jenkins. Chair Harland called for a vote. The vote showed all in favor and the motion carried.

PUBLIC COMMENT ON ITEMS NOT APPEARING ON THE AGENDA (Video time: 00:50:14)

The topic of Evan's Construction notifying the district and individuals of the cancellation of plowing services was discussed.

Alan Wood asked if the Filing 1 CCRs be discussed during the Site Committee portion of the meeting?

Chris Thulin asked about the process of notifying homeowners when concerns are raised regarding construction, landscaping, etc.

Chris Thulin asked if there are parameters on landscaping setbacks.

John Willott regarding the construction vehicles and damage to the roadway by 655 NW Ridge Road.

Warren Machol confirmed that road damage at 655 NW Ridge Road, and that the chip seal won't last at this property with the use of the equipment they have onsite. \$5000 road deposit may not be adequate. In addition, their construction vehicles are parked on neighboring properties.

Warren Machol regarding the past Board's comment that the meter assessment/collection for the debt can be restructured from what was previously approved. He would like this resolved, as he is waiting to get clarification before finalizing things with his barn meter.

John Willott regarding the construction site next to his property are parking in the roadway.

Chris Thulin asked what the process is for notifying construction sites of such violations/concerns.

Warren Machol asked about requesting larger road damage deposits.

John Willott mentioned postponing the chip seal project.

Warren Machol mentioned that some construction sites have notified their crews of the need to reduce their speeding when in the subdivision. But, this doesn't always get conveyed to sub-contractors.

Lisa Stamford regarding the need to update the requirements for road damage deposits in anticipation of increased construction within the subdivision.

Alan Wood regarding the road damage deposit of \$5,000 is not sufficient for \$10M construction projects. Who is responsible for setting the damage deposit amounts.

John Willott conveyed that the road damage deposit should be recollected on an annual basis.

Warren Machol does the Board have the authority to deem the road has been damaged by a construction project?

Bob Norton noted that other Improvement & Service Districts have passed Rules & Regulations to compensate for CCRs not have adequate restrictions to provide the Board with some level and control.

Chris Thulin asked what impact adding a speed bump near the 655 NW Ridge project would be effective?

John Willott asked if these issues can be discussed by the Infrastructure Committee with recommendations submitted to the Board?

Lisa Stamford regarding speeding ebikes within the subdivision.

CORRESPONDENCE RECEIVED BY THE DISTRICT OFFICE (Video time: 01:31:46)

Eric Johnson 6/30/2024 regarding water bills and property taxes

Maria Johnson 7/2/2024 regarding chip seal start date

Maria Johnson 7/17/2024 regarding request for budget comparison

REVIEW 12-MONTH JUNE ACTUALS VS. FULL YEAR FY 2023-2024 BUDGET (Video time: 01:32:11)

The June 30, 2024 Actuals vs. 2023-2024 Budget were reviewed by Wendy Meyring.

REVIEW OF JUNE 30, 2024 TREASURY REPORT

Operating Checking Account – FIB – \$23,557.87

Operating Savings Account – FIB - \$25,703.33

Operating Reserve Account – WGIF - \$27,276.07

Road Reserve Account – FIB - \$62,775.04

Road Reserve Account – WGIF - \$487,336.19

Water Reserve Account – FIB - \$17,515.53
 Water Reserve Account – WGIF - \$163,841.73
 Well #4 – WGIF - \$7.41

Total Cash on Hand as of 06/30/2024 \$808,013.17

APPROVE PAYMENT OF INVOICES (Video time: 01:35:47)

A motion was made by Chair Harland to approve the payment of \$6,633.89 of monthly bills and Secretary Jenkins seconded the motion. Chair Harland 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
7/1/2024	Mountain Property Management		Monthly Management road share	7/1/2024	\$1500.00
7/1/2024	Mountain Property Management		Monthly Management water share	7/1/2024	\$1500.00
7/11/2024	Teton Media Works, Inc.	367353	budget hearing - water share	7/11/2024	\$57.50
7/11/2024	Teton Media Works, Inc.	367353	budget hearing - road share	7/11/2024	\$57.50
7/11/2024	Teton County Health Department	24-2943	water test 6/3	7/11/2024	\$20.00
7/11/2024	Hess D'Amours & Krieger, LLC	8727	legal work - easement & assessment May	7/11/2024	\$2240.00
7/11/2024	Lower Valley Energy		acc#294586001	7/11/2024	\$20.99
7/11/2024	Lower Valley Energy		acc#2994586002	7/11/2024	\$275.84
7/11/2024	Lower Valley Energy		acc#29586003	7/11/2024	\$17.06
7/15/2024	Clearwater Operatiins	2160	monthly contract, reed meter, exercise valves, o	7/15/2024	\$945.00
Total for Skyline Improvement & Service District					\$6633.89

APPROVE ADOPTION OF THE ADVERTISED FY 2024-2025 DISTRICT BUDGET AND POSTING TO ISD WEBSITE Video time: 01:36:41)

A motion was made by Chair Harland to approve the 2024-2025 District Budget and post to the website. Secretary Jenkins seconded the motion. Chair Harland called for a vote. The vote showed all in favor and the motion carried.

PUBLIC COMMENT

John Willott asked if this vote limits the ability to amend the budget.
 Warren Machol regarding the Amended 2023-2024, questioned the process for how this goes about, and how reserves are being reduced.

APPROVE THE FY 2024-2025 WATER SERVICE POLICIES AND POSTING TO THE WEBSITE (Video time: 01:46:13)

A motion was made by Chair Harland to approve the 2024-2025 District Budget and post to the website. Secretary Jenkins seconded the motion. Chair Harland called for a vote. The vote showed all in favor and the motion carried.

No Public Comment

APPROVE THE FY 2024-2025 GENERAL GUIDELINES REGARDING WATER AND POSTING TO THE WEBSITE (Video time: 01:46:57)

A motion was made by Chair Harland to approve the 2024-2025 District Budget and post to the website. Secretary Jenkins seconded the motion. Chair Harland called for a vote. The vote showed all in favor and the motion carried.

PUBLIC COMMENT

Warren Machol regarding date documents were posted to the website. Information should be distributed at least 30-45 days in advance.
 John Willott regarding past years budgets and documents being posted 3 months prior to approval date.
 John Willott asked that notifications be sent to committee members and/or district members that items have been posted to the website.

BACKFLOW PREVENTERS UPDATE & VIOLATION DISCUSSION (Video time: 01:51:50)

PUBLIC COMMENT

Maria Johnson regarding the need to have the repercussions stated in the communications.
 John Willott regarding relying on emails is not adequate. Certified letter should be sent.
 Warren Machol regarding his request over for the past several months for a complete list of backflow preventers for the entire community.
 Warren Machol regarding his request to have this information to resolve his barn meter issue.
 Chris Thulin regarding the potential for the Architectural Review Committee to also review/discuss a possible fine structure.
 Alan Wood regarding a need for a plan of action from the noted property owners is needed.

TETON CONSERVATION DISTRICT REPORT DISCUSSION & QUOTE (Video time: 02:04:00)

Tabled for a future meeting – Paul D'Amours will be contacted for his legal opinion

Discussion amongst the Board and members in attendance centered on who is responsible for maintenance of the easement area.

SPEEDING (Part 2 Video time: 00:08:27)

Communications will be sent to members regarding speeding within the subdivision.

The district’s two existing speed bumps will be installed, with placement being determined by the Board.

VOTE TO APPROVE SPRAYING FOR NOXIOUS WEEDS AND ROAD EDGE MOWING (Part 2 Video time: 00:18:59)

Communications will be sent to member regarding the need to spray noxious weeds. Approving of this project is tabled until the district has received Paul D’Amours opinion on easement maintenance regarding the district’s liability and responsibility.

Chair Harland made a motion to close the board meeting and open the Site Committee meeting (Part 2 Video time 00:19:40). Secretary Jenkins seconded the motion. Chair Harland called for a vote. The vote showed all in favor and the motion carried.

SITE COMMITTEE (Part 2 Video time: 00:19:47)

Chair Harland made a motion to open the Site Committee meeting. Secretary Jenkins seconded the motion. Chair Harland called for a vote. The vote showed all in favor and the motion carried.

Chair Harland made a motion to seek legal counsel to provide a pathway forward to amend the Restrictive Covenants for each Filing not to exceed \$1,000 in legal fees. Secretary Jenkins seconded the motion. Chair Harland called for a vote. The vote showed all in favor and the motion carried.

This initial review is needed to understand what is/isn’t possible for potentially amending Section 17, Overlook and View Corridors.

PUBLIC COMMENT

Worthy Johnson regarding what section of the Covenants would potentially be amended. Would it be beneficial to amend for all Filings?

Warren Machol regarding the need to identify a budget for this review process.

Worthy Johnson regarding the homeowner to cover the cost of this review.

Lisa Stamford regarding is this needed if only related to one property.

Alan Wood noted that this topic is being raised due to the gray areas of the Restrictive Covenants, and whether they can or cannot be enforced. We ultimately need to obtain clarity on what the Covenants say.


Chair Harland made a motion to close the Site Committee meeting. Secretary Jenkins seconded the motion. Chair Harland called for a vote. The vote showed all in favor and the motion carried.

The monthly board meeting was reopened (Part 2 Video time: 00:29:36)

ADJOURNMENT (Part 2 Video time: 00:29:50)

Chair Harland made a motion to adjourn Skyline Improvement and Service District monthly board meeting. Secretary Jenkins seconded the motion. Chair Harland called for a vote. The vote showed all in favor and the motion carried. The meeting adjourned at 6:44 p.m.

Approved


Kurt Harland (Aug 16, 2024 11:24 MDT)

Kurt Harland
Chair

Approved


Latham Jenkins (Aug 19, 2024 23:05 MDT)

Latham Jenkins
Secretary

CORRESPONDENCE RECEIVED:

From: Johnson, Eric C. <ecjohnson@hillmanco.com>
Sent: Sunday, June 30, 2024 3:06 PM
To: 'wendy@mpmjh.com' <wendy@mpmjh.com>
Subject: Skyline Ranch - 3155 W Teal Rd

Dear Wendy

My wife and I (Eric C & Valerie K Johnson) purchased 3155 W Teal Rd from the Knoke's in early January of this year. I am trying to figure out two things relating to our home purchase. The first is how we are billed for our water usage. My understanding is that residents are billed semi-automatically based upon remote water meter readings. We are resident only seasonally but happen to be here through the third week in July. Thus far, I have not seen a bill for our water usage. Is a bill forthcoming or did we miss it? Also, is there a way to handle the water billing online?

The second question relates to property taxes. From visiting the Teton County website, it looks like property taxes are billed annually in the fall. Is this correct or is there a different process for residents of Skyline Ranch?

Thanks for your help with this.

Regards

Eric Johnson
3155 W Teal Rd
Jackson, WY 83001

From: Maria Johnson <mariajohnson53@gmail.com>
Sent: Tuesday, July 2, 2024 10:26 AM
To: Wendy Meyring <wendy@mpmjh.com>
Subject: Chip seal

Hi Wendy,

Is there an approximate date for the chip seal to start? And how long will it take?

Thx, Maria

Maria J. Johnson
307.203.2600 WY
941.964.7526 FL

From: Maria Johnson <mariajohnson53@gmail.com>
Sent: Wednesday, July 17, 2024 11:34 AM
To: Wendy Meyring <wendy@mpmjh.com>
Subject: New budget

Hi Wendy,

Can you post the new budget next to the old and show the percentage difference? (+/-)

I know the Board wants to keep comments short and I think this will help residents get a clearer picture of the new vs old.

Thank you, Maria
Maria J. Johnson
307.203.2600 WY
941.964.7526 FL










Skyline Minutes 7-18-24

Final Audit Report

2024-08-20

Created:	2024-08-16
By:	Mountain Property Management (info@mpmjh.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAJSwifhupbYEEycCLcJfy9qBIW7JEer3h

"Skyline Minutes 7-18-24" History

-  Document created by Mountain Property Management (info@mpmjh.com)
2024-08-16 - 2:07:26 PM GMT- IP address: 207.183.166.24
-  Document emailed to Kurt Harland (kurt@bhhsjacksonhole.com) for signature
2024-08-16 - 2:08:10 PM GMT
-  Email viewed by Kurt Harland (kurt@bhhsjacksonhole.com)
2024-08-16 - 2:08:17 PM GMT- IP address: 66.102.6.9
-  Document e-signed by Kurt Harland (kurt@bhhsjacksonhole.com)
Signature Date: 2024-08-16 - 5:24:36 PM GMT - Time Source: server- IP address: 107.122.173.118
-  Document emailed to Latham Jenkins (latham@livewaterproperties.com) for signature
2024-08-16 - 5:24:38 PM GMT
-  Email viewed by Latham Jenkins (latham@livewaterproperties.com)
2024-08-16 - 5:29:16 PM GMT- IP address: 104.28.85.158
-  Email viewed by Latham Jenkins (latham@livewaterproperties.com)
2024-08-20 - 5:05:32 AM GMT- IP address: 172.225.199.19
-  Document e-signed by Latham Jenkins (latham@livewaterproperties.com)
Signature Date: 2024-08-20 - 5:05:50 AM GMT - Time Source: server- IP address: 184.167.24.142
-  Agreement completed.
2024-08-20 - 5:05:50 AM GMT