

SKYLINE IMPROVEMENT AND SERVICE DISTRICT
MINUTES OF THE BOARD MEETING
August 17, 2023

A public meeting of the Directors of the Skyline Improvement and Service District was held on August 17, 2023, in person and via Zoom.

Kurt Harland and Bob Norton constituting a quorum were present.

Attending via Zoom were Worthy Johnson, Jamie Streater, Deb Krisik

Call Meeting to Order:

Kurt Harland called the meeting to order at 4:01 p.m.

1. **Review and Approve Board Minutes of July 18, 2023:**

Action: Bob Norton made a motion to approve the July 18, 2023, meeting minutes. Kurt Harland seconded the motion. Following public comment, Kurt Harland made a motion to table the approval of the July 18, 2023, minutes until the September 21, 2023, meeting. Bob Norton seconded the motion. The motion passed 2-0.

Public Comment:

Worthy Johnson - A suggestion, is that this is long, and it might be worthwhile for some board members to review this because there are typos in it because the voice recognition can't always get everything perfect.

2. **Review and Approve Public Hearing Minutes of July 31, 2023:**

Action: Bob Norton made a motion to approve the July 31, 2023, Public Hearing Minutes. Kurt Harland seconded the motion.

No Public Comment

3. **Changes to Agenda:**

Action: Bob Norton requested to add the review and approval of pay app #1, for well #4; and the discussion of replacement of fence rails at well #2; and the discussion of the drainage issues at 355 Meadowlark. Kurt Harland made a motion to adopt the agenda with the requested additions. Bob Norton seconded the motion.

No Public Comment

4. **Public Comment on Items not appearing on the agenda:**

Deb Krisik – What will be going on at pump house #4 on my property. Also, what is going on at 655 N West Ridge Rd, I've noticed that the porta-potties are gone and there does not seem to be any activity going on there. I just wondered, did the permit run out? I guess it's been about two years now. Does anyone know anything about that property? We probably should check just because I was reminded that Corbin, the O'Neill's house was struck by lightning and of course our fire hydrants aren't real and when that biblical storm happened about two and a half weeks ago, I was reminded of having lived on this ridge for a long time, we do get hit. I don't know if they're empty or full, but there's paint sitting out in the driveway.

Board Response:

Kurt Harland – We will see if we can find out what going on at that property.

Deb Krisik - Are we getting weed abatement up here and the upper Skyline?

Board Response:

Kurt Harland – Teton County Weed and Pest no longer sprays.

Bob Norton - That brings up a point. There are quite a few thistles around the pump house and tank. We should

spray them and it might be almost too late for this season, some of them have gone to seed, but we should spray them more. The question on the pump house will be addressed when the application is discussed.
Kurt Harland – Frontier Landscaping will be contacted to spray this area.

5. **Correspondence received by the District Office:**

Wyoming Department of Audit – July 25, 2023

Maria Johnson – July 26, 2023

Rita Holmes – July 28, 2023

Jamie Streater – July 28, 2023

Warren Machol – July 28, 2023

David Burke – July 28, 2023

Penny Kapousouz – July 28, 2023

Jamie Streater – July 30, 2023

Warren Machol – July 30, 2023

Warren Machol – July 31, 2023

Warren Machol – July 31, 2023

Bill Racow – July 31, 2023

Maria Johnson – August 1, 2023

Rita Holmes – August 3, 2023

Worthy Johnson – August 9, 2023

Josh Kilpatrick – August 16, 2023

Jeff Anderson – August 16, 2023

Josh Kilpatrick – August 16, 2023

6. **Review 1-month July actuals vs. full year FY 2023-2024**

Board Comment:

Bob Norton – With only one month of activity in the fiscal year, there isn't much to discuss.

7. **Review July 31, 2023 Treasury Report:**

Action: Bob Norton made a motion to make the following transfers following the finalization of the FY22-23 financials. Kurt Harland seconded the motion. The motion passed 2-0.

1. Transfer from the WGIF Operating account \$81,987.47 to the WGIF Road Reserve.

2. Transfer from the WGIF Operating account \$48,616.85 to the WGIF Water Reserve.

Board Comment:

Bob Norton provided a summary of the bank balances:

Road Reserve - \$436,568.90

First Interstate - \$54,287.52

WGIF - \$382,281.38

Water Reserve - \$122,034.77

First Interstate - \$14,143.84

WGIF - \$107,890.93

Operating Account - \$204,432.40

First Interstate - \$41,839.54

WGIF - \$156,459.42

First Interstate - \$6,131.99

Total funds on hand - \$763,036.07

No Public Comment

8. **Approve payment of invoices:**

Action: Bob Norton made a motion to approve the payment of invoices. Kurt Harland seconded the motion. The motion passed 2-0.

Skyline Improvement & Service District					
Date	Vendor	Ref. No	Description	Due Date	Total
8/1/2023	Mountain Property Management		Monthly Management water share	8/1/2023	\$3000.00
8/10/2023	Lower Valley Energy		acc#294586001, 6/14-7/14	8/10/2023	\$428.94
8/10/2023	Teton Media Works, Inc.	355285	election notice - water share	8/10/2023	\$49.50
8/10/2023	Clearwater Operations & Services	1701	Jul locates (owners & LVE), well #4 coordination	8/10/2023	\$425.00
8/10/2023	Clearwater Operations & Services	1701	Jul operations contract	8/10/2023	\$600.00
8/10/2023	Frontier Landscape Maintenance & Care	36027	noxious weed work 6/21	8/10/2023	\$140.00
8/10/2023	Frontier Landscape Maintenance & Care	36126	Jul - noxious weeds, tall grass mowing, branch clean up	8/10/2023	\$2650.00
8/14/2023	Teton Ocutny Enviromental Health	22-1143	water test 7/10	8/14/2023	\$20.00
Total for Skyline Improvement & Service District					\$7313.44
Grand Total - both Pages		\$24,549.54			

Skyline Improvement & Service District - Well #4 Grant invoices					
Date	Vendor	Ref. No	Description	Due Date	Total
8/10/2023	Nelson Engineering	61992	well #4 - engineering through 7/22/23	8/10/2023	\$13727.60
Total for Skyline Improvement & Service District - Well #4 Grant invoices					\$13727.60
Total for Skyline Improvement & Service District-to be transferred from road reserve as part of intra-company loan					\$3431.90
Total for WWDC - awaiting their disbursement					\$10295.70
Total Due					\$13727.60
Skyline Improvement & Service District - Meter Loan invoices					
8/14/2023	Nelson Engineering	61678	meter project - engineering work endin	8/14/2023	\$2107.00
8/14/2023	Nelson Engineering	61978	meter project - engineering through 6/1	8/14/2023	\$1401.50
Total for Skyline Improvement & Service District - Meter Loan invoices					\$3508.50

No Public Comment

9. **Approve the FY 2023-24 Water Service Policies and posting to the website:**

Action: Bob Norton made a motion to approve the FY 2023-24 Water Service Polices and post them to the website. Kurt Harland seconded the motion with the needed revision. The motion passed 2-0.

Board Comment:

Bob Norton - We held off approving this last month because we needed to hold the Public Hearing on July 31st. Essentially, it's the same as previous years, with the one exception, that once the radio read meters are installed, then the individuals don't have to provide the reading. If a new meter is not installed in a house by October 31st, then that property owner will need to take a picture and send it to the district. Hopefully, next year we will remove that requirement. As far as the charges, those are consistent with the approved budget.

No Public Comment

10. **Approve the FY 2023-24 General Guidelines regarding Water and posting to the website:**

Action: Bob Norton made a motion to approve the FY 2023-24 General Guidelines regarding Water and posting them

to the website. Kurt Harland seconded the motion. The motion passes 2-0

Board Comment:

Bob Norton - The policy remains pretty much the same until people have radio read meters in their home. One correction is needed to properly title the document.

Public Comment:

Worthy Johnson - At some point can you also give us an update on the meter project? Has the plumbing company ordered the meters? Do they have them in hand? And then the second thing would be, I think it might be worthwhile, at the next meeting to provide an overview of how the board is looking to pay for the distribution system.

Board Comment:

Kurt Harland – The plumbing contractor is currently installing the meters.

Bob Norton - Yes, they have ordered the meters. I don't know if they've received all of them or not, but they are busy. The contractor has asked to park a storage van in Skyline, so they don't have to run back and forth to town to get parts. My suggestion is it be parked at the pullout on Goldfinch Road.

11. Review and Approve WWDC LEVEL III application for Water Supply and Storage Improvements:

Action: Bob Norton made a motion to approve the LEVEL III application for Water Supply and Storage Improvements. Kurt seconded the motion. The motion passed 2-0.

Board Comment:

Bob Norton - This is the cost estimate for the total project. It is in a little bit different format to the one in the LEVEL II report and the numbers are little bit higher. It's higher because at our request the engineer went back and adjusted for the high inflation that we saw this last year. The other thing that's a little bit different is, after discussions with the infrastructure committee, we asked to put in the budget installing a new pump at well #2. which would be a 250 gallon a minute pump, and installing a new pump in well #3, which would be a 500 gallon a minute pump. This would provide two 500 gallon a minute wells so we could meet peak hour demand or fire demand with the largest well out of service, which is a DEQ requirement.

It also includes a new 150 KW generator. It has not been determined whether it's going to be natural gas or propane. But a new generator, that's the big factor. The rest of the components are what was showing in the LEVEL II application. There were some questions about the electrical and controls and that does seem quite high. But if you'll remember, we're replacing the transformer and all the wiring so that we can run two wells concurrently or simultaneously, which we can't do right now because it's not a large enough service. That's part of the cost that Lower Valley pay for the new transformer installation. But we have to run bigger wires and cables from the transformer into the vault.

So, this application is for the total project of a \$1,295,000, with the district requesting a 67% grant funded by the Water Development Commission. The other 33% would be covered by or paid for by the ISD. I'm going to go back just a little bit to the improvements to the existing storage and transmission facilities at the pump house up by your house, Deb. Basically, most of that work is on the inside of the building, redoing all the piping and painting the old tank that's been in there since 1972 or 1973. There will be some excavation on the south side as we'll have a bypass line around the facility. Some of the concrete block is leaking, but it'll all be confined right around the well house. No new structure, just some pipeline on the south side and some repairs to the concrete block on the buried portion of it.

There are quite a few improvements down at the wells. Installing a new pump in well #4. I'll give a little update on the well #4 project since we are on the subject. They pump tested it at 750 gallons a minute for 24 hours, which is 150% of the desired flow of 500, therefore it passed. We've received most of the water quality tests back. Everything

looks pretty good. There was one issue. We had some iron bacteria that showed positive and I'm not sure why that is. It usually occurs because somebody accidentally kicks some surface soil down into the well. We will likely need to flush out and disinfect the well to get rid of the iron bacteria and we'll be doing that soon so that nothing gets growing.

Otherwise, the well is in good shape. So, the next step is to get with Wendy Morgan and finalize the easement.

Back to the LEVEL III application, the application will be submitted to the Wyoming Water Development Commission. It is due September 1st. It goes through their staff review, then it goes to a meeting in November with the commission. Following that meeting it then be reviewed during the commission's December meeting and the Select Water Legislative Committee, then it goes to the legislature, via a water ominous bill. We won't know until about the 15th of March whether it's approved.

We will be notified by the commission if there's any issues with the application and we might have to make some changes. We purposely put everything in there, tried to make it a little high. One of the questions that has come up before is if this grant's approved, it's an upset limit. So, we won't receive any grant funds any more than that. We can spend less, and we get 67% of what we spend. So, there's a 15% contingency in there. We've bumped up some of the inflation numbers. Hopefully it's more than enough, but of course it won't be bid until probably March 2025, with the being done in the fall of 2025.

Public Comment:

Worthy Johnson - Is there a disadvantage to putting the generator up where the pump house is in relationship to having it down below?

Board Response:

Bob Norton - The disadvantage primarily is cost. To run the 500 gallon a minute pumps, which are going to be 50 horsepower, it would take a large electrical cable, which would cost quite a bit more than a gas line. If we decide to run a gas line down, we could hook onto the gas line that was installed on Westridge.

Kurt Harland - They can be noisy if they're kicking on and off near someone's house. It's nice that they're removed in a more remote location.

Bob Norton - It is a little bit more for maintenance because we've got to get in there, but I think it is good. The other thing that's in this cost estimate is bringing power from that generator back up to the well house. That's a small #8 cable to power the controls at the pump house at the top. So, it's lot less copper that we have to install.

12. Approve Resolution #2023-01 A RESOLUTION AUTHORIZING THE FILING OF AN APPLICATION FOR LEVEL III CONSTRUCTION FUNDING FOR SKYLINE ISD WATER SUPPLY AND STORAGE SYSTEM IMPROVEMENTS PROJECT TO THE WYOMING WATER DEVELOPMENT COMMISSION (WWDC):

Action: Bob Norton made a motion to approve RESOLUTION #2023-01 AUTHORIZING THE FILING OF AN APPLICATION FOR LEVEL III CONSTRUCTION FUNDING FOR SKYLINE ISD WATER SUPPLY AND STORAGE SYSTEM IMPROVEMENTS PROJECT TO THE WYOMING WATER DEVELOPMENT COMMISSION (WWDC). Kurt Harland seconded the motion. The motion passed 2-0.

Board Comment: The total cost is estimated to be \$1,295,400. The request is a grant for 67% and indicates the Skyline Improvement Service District will pay the matching 33%. From a point of discussion, it's our intent to apply for a SRF loan to cover that 33%, which would be a 20-year loan at 2.5%. We can't make that application now; we'll have to have another resolution when we know that the grant's been approved. So that'll probably happen in April, 2024.

No Public Comment

13. **Select CP A firm to perform audit:**

Action: Bob Norton made a motion to hire Thompson Palmer & Associates to perform the audit. Kurt Harland seconded the motion. The motion passed 2-0.

Administration Comment:

Wendy Meyring - Thompson Palmer & Associates currently perform audits for six other ISDs in the area. They can take on the audit since the loan amount is less than \$750,000. The quote for the cost of the audit will be \$13,000 - \$15,000. They do think that they could get it done by the required date, which is December 31st.

Board Comment:

Bob Norton - It is a little higher than we budgeted. We budgeted \$10,000. However, I've worked with Thompson Palmer on other districts, and I think they do a great job. I also think that Leah's got everything put together, so it shouldn't be that difficult. The range is with the first go around, it always takes a while to dig out things but I know one of the things they always want to have is all the assets and I've gone through and done an asset management plan and put that together

14. **Approve Pay Application #1 for Well #4:**

Action: Bob Norton made a motion to approve payout application #1 to Dover Drilling. Kurt Harland seconded the motion. The motion passed 2-0.

Board Comment:

Bob Norton - I just got this today, so I'm going to have to read it to you. The contract is for \$163,000. The pay request is \$146,262. They've completed the equivalent of \$153,960 worth of work. It does include a 5% retainage because they do have a couple of small things left to finish. It is within the budget, and I've looked through all the individual numbers. I'd be happy to talk to anybody who wants to look at them, but I'll move that we approve payment application #1 to Dover Drilling. One other thing I was going to say is even after we approve it, it still has to be approved by the Water Development Commission.

15. **Discussion of fence rail replacement at pump/well #2:**

Board Comment:

Bob Norton - When I was down there looking at some issues, I noted a couple of fence rails need to be replaced. There are cows down there right now and there's a couple of fence rails that are broken. I'm going to make an estimate of six that need to be replaced.

Kurt Harland - I'm just thinking if I can throw six on my truck and just drive in there.

16. **Drainage issue at 355 Meadowlark:**

Board Comment:

Bob Norton - I brought this up because we've had some complaints from neighboring properties. When I talked to Jim Miller, he indicated to me that they want to keep the driveway where they have the temporary construction driveway. That's not what was on the original plan. The covenants say that the site committee must approve the drainage and grading erosion control plan. My suggestion is that we tell Jim Miller to have his engineer prepare a new gradient erosion control plan for our review and approval.

Kurt Harland - I would agree with that. It is like there needs to be a catch basin on the south side of the driveway and a culvert underneath.

Bob Norton - There needs to be something on the north side too, and the driveway needs to be crowned. Right now, everything just runs off into the Minter's yard and that's not a good thing. So that we don't have a long-term problem, I think we should request that.

Bob Norton - While we're talking about the Miller's property, he has some issues with his water service. It's 11 feet deep. I checked it and the valve works. But they put a plug in it that's been sitting there for 40 years, so it was a little

rusty and they had to get some big wrenches to take it off. They are installing a riser, so they don't have to use the 11-foot key.

Public Comment:

Worthy Johnson - I think if they install a culvert under the driveway, there won't be much of a gully on the west side of Meadowlark at all to feed water down that way. It might be opportune to try and get a gully reset in that whole area.

Board Response:

Bob Norton - I agree with you. We may have to go in there and put in a drainage ditch along Meadowlark Rd. I know I've got a culvert in mine, and I don't know if the people down below us do, but we don't want to run all the water down to bypass the Minters, but it ends up in the Staehr's or somebody else's property. So, we're going to have to look at that closely. But first I want them to give us a plan.

Kurt Harland - They may need to put in a French drain.

Bob Norton - When the roads were paved first back in 1998 or 1999, we did go through and grade all of those drainage ditches. It has been a long time and a lot of them are filled in. So we don't have a drainage ditch per se anymore in a lot of those locations. I don't think that's necessarily this 355 Meadowlark's problem, but we need to make sure that what they're doing doesn't affect everybody else.

Public Comment:

Maria Johnson - On 355 Meadowlark, do you remember where the original driveway was? I remember looking at the plans, but I don't remember where the original driveway was that they planned.

Board Response:

Bob Norton - My recollection is it was north.

Public Comment:

Maria Johnson - That's what I thought I remembered. That's a tricky location where it is now. It's really across the street from Minters. But let's assume the house is finished and if you pull out of that driveway and turn right, you go into the other lane. It's just a tricky location. The other thing I wanted to ask about is in the last meeting you talked about cutting the grass in the easement. Do you know when that's going to happen?

Board Comment:

Kurt Harland - It's happened already. They mowed about two or three feet along the road edges just to knock down the tall brush.

Bob Norton - They didn't do as much on Meadowlark, as everything else because of the Lower Valley's construction on Meadowlark.

Public Comment:

Maria Johnson - I brought up some issues with 655 North Ridge Road. I brought it up a couple months ago about how they were using a front-end loader and taking their snow and dumping it on neighboring properties, with construction debris included in it. The guy who does work for the Frankel's took the debris off their property.

But there's still all that debris in the tall grass on Milne's property and there hasn't been any grass cutting at all on the road down by the side of 655. It's a curious situation, but it hasn't been a good thing. I mean, what they were doing earlier in winter. I just don't think that's very neighborly to dump stuff on your neighbor's lawn. So that's a big consideration. Concerning the easement. That's great about the grass cut. I was wondering what is the responsibility of a homeowner if they have debris in the easement?

Board Response:

Kurt Harland - Is this yard debris or construction debris?

Public Comment:

Maria Johnson - More like trees and branches from that terrible storm we had a couple of weeks ago. There are several places that just have branches and tree limbs that I didn't know if that's what was keeping the grass cutting from happening in certain places.

Board Response:

Kurt Harland - I don't believe they're going to move debris to cut grass.

Bob Norton - I'll give you my opinion. I know in previous times there's been some other board members that had a different opinion, but we all granted an easement to our neighbors to use that road and the ISD took over the road. So, there's an easement, but it doesn't require that we as individuals maintain it, it would be like snowplowing. I don't plow my road portion. The ISD does that. So it's my opinion that if a tree blows over, it's really the ISDs responsibility to keep the road open. Just like it is to plow the snow. Now in the past, most of the time what happens if one blows over in my property, I go remove it. I just go cut it up and get it out. But I know that occasionally people aren't around or they aren't aware of it.

Kurt Harland - To the easement, to keep the road clear. Are you talking about debris that's been deposited by homeowners?

Public Comment:

Maria Johnson - If trees and limbs fall and they are moved it to the easement, and I get it. They want to keep the road clear. I know that there was a discussion at one time about, a couple years ago about trimming trees that hovered over the road and sometimes those branches get hit by high trucks, especially when LVE was around. I just wondered what the situation was, whether that was the homeowner's responsibility or what?

Board Response:

Bob Norton - It's like trimming the grass along the road. If it interferes with the road traffic, the visibility, being able to get a vehicle safely through there, I think the ISD needs to do that. So, if there are trees, branches that need to be trimmed because they're growing out into the road and people are pulling out into the other lane to avoid the branches, then I think ISD needs to fix that.

Public Comment:

Worthy Johnson - I've got to back up Maria's point at the northern end of Northwest Ridge Road. It is a disaster on both sides of the road. The grass needs to be cut back because it really looks horrible, and it hasn't been touched. I think the guys need to go and trim that stuff down. They should be careful. There too empty trailers on the west side that have been sitting there, but it really is bad up there.

Board Response:

Bob Norton - Yeah, I agree with you. It doesn't look very good, but I'll go back to my original comment. If it's not impeding the traffic flow or causing a safety hazard, I don't know that we could do it. We can do it if we decide that we need to do it because it doesn't look good. But my big concern is traffic safety. So, I'll look at it again. I noticed the trailers, they're quite a way off the edge of the asphalt, so they aren't really impeding the traffic, but I have to agree that there's some grass up there and we'll follow up on Deb's questions and see what they're planning to do in that neighborhood.

Public Comment:

Worthy Johnson - Just a follow-up on that. The board previously promised Deb and John that some trees would be planted around that pump house, so please keep that in mind. It would be an easy thing to do if you have construction machines up there to do some planting as well.

Board Response:

Kurt Harland - On that note, I trimmed around the mailboxes. The trees had grown over and were hanging on the roofs and the mailbox. I trimmed that up and then Mike Bassett graciously picked up the debris on his way to the dump.


Public Comment:

Maria Johnson - At that cul-de-sac up on Northwest Ridge, the debris that 655 dumped over on Milne's property is still there. It's not a hazard to the road, but if the grass is cut back, which it is not now, the debris is there. Maybe you could just mention to the person who owns 655 that they need to take care of their debris.

17. Adjournment:


Action: The meeting was adjourned at 5:01 p.m.

Approved


Kurt (Oct 9, 2023 13:31 MDT)

Kurt Harland
Chairman

Approved


Robert Norton (Oct 9, 2023 14:45 MDT)

Robert Norton
Treasurer

CORRESPONDENCE RECEIVED:

From: stacey.zurell@wyo.gov <stacey.zurell@wyo.gov> **On Behalf Of** DOA PFD-WEB
Sent: Tuesday, July 25, 2023 2:11 PM
To: Leah Duke <leah@mpmjh.com>
Cc: Wendy Meyring <wendy@mpmjh.com>; Bob Norton <bobnorton51@gmail.com>; Bobbie Boyce <bobbie.boyce@wyo.gov>
Subject: Re: Skyline Improvement & Service District

Received, thank you. The budget has been forwarded to an auditor for review and will be in touch with you shortly.

Sincerely,

Stacey

--

Wyoming Department of Audit
Public Funds Division
307-777-7799
[DOA Public Funds Home Page](#)

From: Maria Johnson <mariajohnson53@gmail.com>
Sent: Wednesday, July 26, 2023 10:36 AM
To: Wendy Meyring <wendy@mpmjh.com>
Subject: Questions before 7/31 meeting

Good morning Wendy,

Do you know if the questions we submit before the 7/31 meeting will be answered in the meeting and not just on the website?

Thanks, Maria

Maria J. Johnson
307.203.2600 WY
941.964.7526 FL

From: Rita Holmes <rholmes@lvenergy.com>
Sent: Friday, July 28, 2023 11:07 AM
To: Rita Holmes <rholmes@lvenergy.com>
Subject: Lower Valley Energy - Pardon our Dust - 8/1/23 Tuesday - Meadowlark Road

Dear Valued Customer

As many of you have noticed, LVE has crews in the area working on replacing aging primary wire. For the homes on Meadowlark Road, we wanted to let you know of some work being done on Tuesday 8/1. Our crews will be cutting the asphalt and digging across the road. We will start the road crossing at 9:00am. The intent is to keep one lane open for most of the time the road crossing work is being done, however there will be times that both lanes will be closed and there will be a delay of 5 to 10 minutes.

Please note that the crews will leave the road with road base once they are done with the road crossing and around August 8th or 9th Hunt Construction will return to patch the asphalt cut area.

We appreciate your patience as we work in getting this new primary wire dug in and laid.

If you have any questions, please feel free to reach out and I will put you in touch with the foreman in charge of the project.

Client point address /
255 N MEADOWLARK R...
300 N MEADOWLARK R...
355 N MEADOWLARK R...
400 N MEADOWLARK R...
455 N MEADOWLARK R...
500 N MEADOWLARK R...
555 N MEADOWLARK R...
600 N MEADOWLARK R...
655 N MEADOWLARK R...

WO#76671

WF15B17A-1

Rita Holmes

Member Services Representative

Lower Valley Energy Inc

Direct Line: 307-732-4225

Website: www.lvenergy.com

From: Jamie Streator <jstreator58@gmail.com>

Date: Friday, July 28, 2023 at 12:25 PM

To: Wendy Meyring <wendy@mpmjh.com>

Subject: Please send me dial up for meeting on July 31. Thx

Jamie

E James Streator, III | Managing Director | Investment Banking | **TD Cowen**

Email: Jamie.streator@cowen.com

Mobile: 203-856-7780

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

Date: Friday, July 28, 2023 at 12:18 PM

To: Wendy Meyring <wendy@mpmjh.com>

Cc: Kurt Harland <thekurtharland@gmail.com>, Bob Norton <bobnorton51@gmail.com>, Latham Jenkins <latham@livewaterproperties.com>, John Willott <jwillott@aol.com>, Maria Johnson <mariajohnson53@gmail.com>, Worthy Johnson <wjohnson@lawrencecapitalmgt.com>, Corbin McNeill <camcneilljr@gmail.com>

Subject: Fwd: Proposed changes to Skyline Ranch ISD water system regulations

Skyline ISD Members

On June 27, John Willlott sent us all an email about the ISD Board's intent to impose new water regulations that will be costly to members and impair your rights as a homeowner. I've attached John's email below.

This is a reminder that the Special Board meeting to provide your written or voice your comments is scheduled for next Monday, July 31, @ 4 pm.

I look forward to speaking with you soon.

All the best

Warren Machol

**NOTICE OF INTENT TO ADOPT
AMENDED REGULATIONS OF WATER USE, FOR
THE SKYLINE IMPROVEMENT AND SERVICE DISTRICT**

Notice is hereby given that the Skyline Improvement and Service District intends to adopt Amended Regulations of Water Use for the Skyline Improvement and Service District, which include, among other things, provisions related to requirements for installation, maintenance and repair of radio-read capable water meters.

The proposed Amended Regulations of Water Use, will be available for public comment for forty-five (45) days beginning June 15, 2023 through July 30, 2023. Copies of the proposed amended regulations can be obtained by request from the Skyline Improvement and Service District at P.O. Box 3601, Jackson, WY 83001, wendy@mpmjh.com. 307-733-1684.

A public hearing will be held on these proposed Amended Regulations at a Special Meeting of the Board to be held on July 31, 2023, at 4:00 p.m. at Mountain Property Management, 250 Veronica Lane, Jackson, WY and via videoconference. **Interested persons are invited to appear and provide comment. Anyone wishing to attend the hearing via videoconference should contact Wendy Meyring at wendy@mpmjh.com, 733-1684.** These Amended Regulations are being adopted pursuant to Wyoming Statute sections 18-12-114, 18-12-139 and 16-3-103.

WLM Associates

500 NW Ridge Rd

Jackson WY 83001

307 734 1920 (o)

917 455 7470 (c)

----- Forwarded message -----

From: **john willott** <jawillott@gmail.com>

Date: Tue, Jun 27, 2023 at 1:10 PM

Subject: Proposed changes to Skyline Ranch ISD water system regulations

To: Kurt J. Harland <thekurtharland@gmail.com>, Latham Jenkins <latham@circ.biz>, <bobnorton51@gmail.com>, <wendy@mpmjh.com>

Cc: john willott <jawillott@gmail.com>, Worthy Johnson <wjohnson@lawrencecapitalmgt.com>, Maria Johnson <Maraijohnson53@gmail.com>, Corbin McNeill <camcneilljr@gmail.com>, Warren Machol <wlm.assoc@gmail.com>

Dear Skyline ISD members,

We all recently received an email from Wendy Meyring at Mountain Property Management saying to contact her on behalf of the ISD Board regarding where to acquire a copy of the changes to the Skyline Ranch ISD water system regulations. Attached is the proposed new section of the water regulations with **red lines** showing the specific proposed language. It is important that all members read these new proposed regulations, as they may impose immediate and future yet undefined costs and obligations on all or many of us.

The proposed water regulations would allow the ISD to own water meters in members' homes, enter homes on 24-hour notice, and possibly impose additional costs if they enter your property. Members would probably be required to indemnify the ISD for work done by ISD-hired contractors in their homes, including damages or leaks possibly caused by the contractor or the ISD-owned meters.

The board has not been transparent and appears to be continuing on this path. To offset this lack of public process, we will endeavor to create a robust and transparent public record through informational correspondences sent to all over the next month.

We trust you will read and raise questions about these changes (along with the new Treasurer's changes to the Water meter project that were not reviewed with the two newly formed Finance and Infrastructure Committees and have not been explicitly disclosed to all ISD homeowners) that will adversely affect the safety of our water system.

All the best for a dry and cool summer season. Please take these changes and correspondences very **seriously!**

Sincerely,
Concerned Skyline ISD Members

John Willott
Worthy & Maria Johnson
Warren Machol
Corbin McNeill

ARTICLE V - **REDLINE**
WATER METERS AND BACKFLOW PREVENTERS

5.1 Meters and Irrigation Backflow Preventers Required. All water delivered to the Premises of a User shall be metered, and such meter all Premises connected to the District water system shall be purchased and required have a radio-read capable water meter installed by User at User's sole cost and expense. In the case December 31, 2023. If water is delivered to the Premises of a User by more than one water service line, each water service line shall be separately metered. All irrigation systems shall have a separate backflow preventer to protect the water supply.

The purpose purposes of the water meter and backflow preventer is are to: (1) set User fees to reflect measure and record actual water use for billing and other purposes; and (2) prevent contamination of the water supply. Water meters, water meter yokes, and water meter accessories shall conform to the most current American Water Works Association (AWWA) standards, the International Building and Plumbing Codes Code (IPC) and/or other applicable rules and regulations of the District and the State of Wyoming. The District may determine that certain building or water use applications require a certified hazard classification in order to determine the need for, and the type of, backflow preventer and required testing and inspection intervals. Users shall reimburse the District for costs to perform any required certified hazard classification. Users may be required by the District to install non-irrigation related backflow preventers to prevent potential contamination of the District water supply, which shall be installed at the User's sole cost and expense. If a User desires or is required to replace or add a meter, such User must purchase a District-approved meter, and such meter shall be installed, and any backflow preventer, shall be installed in accordance with the then-current international plumbing codes IPC.

5.2

5.2 Ownership of Meters and Backflow Preventers, and Related Equipment. Water All water meters and radio-read units supplied to Users by the District shall be owned by the District. All other related equipment installed in the Premises of a User including but not limited to water meters not supplied to Users by the District, water meter yokes, backflow preventers, and expansion tanks and other related equipment shall be owned by the User unless required by law to shall be owned by the District or other entity User.

5.3

5.3 Location and Installation. Except as otherwise provided herein, all water meters installed upon any Premises served by the District shall be located on the User-side of the curb stop and installed inside the boundary line of the Premises and either in the basement, crawlspace, utility room, or other accessible frost-proof area of a the User's building on the Premises. A representative from the District may recommend the location and method of installing such meters, backflow preventers and expansion tanks, and the District shall not be responsible or liable for damages resulting from the location and installation of such devices within a frost-proof meter vault. The User agrees to protect and hold the District harmless from any and all claims for such damage as a result of water meter installation if the installation of the water meter is performed by the District and done in a commercially reasonable and workman-like manner.

5.4

5.4 Maintenance and Repairs. The District shall perform normal maintenance of District-owned water meters and radio-read units including water meter battery replacement. The User shall perform normal maintenance of meters non-District owned water meters, water meter

yokes, backflow preventers, expansion tanks and other related equipment to ensure proper performance. Any cost of repair, testing, or replacement of any water meter, water meter yoke, backflow preventer, expansion tank or other related equipment shall be borne by, and charged to, the User, unless performed on a District-owned water meter or as part of a District-wide repair or replacement program.

5.5

5.5 User to repair, relocate, etc., pipes and fixtures where necessary for meter operation. User, at his/her own expense and in a manner satisfactory to the District, is required to maintain, repair, replace, reconstruct, or relocate the water lines and plumbing fixtures so that all water furnished to and used within the boundaries of the Premises, including for irrigation purposes, passes through and is measured and recorded by a water meter.

5.6

5.6 Inspections. Water meters, backflow preventers, and expansion tanks and other related equipment are subject to inspection by the District. The District may assess a reasonable charge for each any such inspection of a meter and/or backflow preventer.

5.7

5.7 Periodic reading and record of water consumption – Failure of District to obtain meter readings shall not affect payment obligations of User.

The District requires

a. Until a radio-read capable water meter is installed in the Premises of a User, each User shall read his/ or her own meter, and report such reading to the District at such intervals as determined by the District. Once a radio-read capable water meter is installed in a Premises of a User, the District will periodically read the meter using the installed radio-read system, or manually, at such intervals as determined by the District. The District shall keep a proper record of the water consumption by each User. However, failure of the District to obtain meter readings shall not be deemed to be a waiver upon the part of the District of any obligations of payment upon the part of the User.

1. The District requires each User to provide one close-up photo of the meter as currently installed, which clearly shows the make/model of the meter and the meter reading.

2. If a meter is difficult to access, meters with remote readouts are available at the User's expense, including installation.

b.

the District for any reason, the water billing for that period may be based upon an estimate by the District and the billing shall be adjusted at the time of the next meter reading and will may include non-refundable administrative fees plus meter-not-read fees as outlined in the District's rate schedule.

5.8 5.8 Right of entry for purposes of installation, reading, inspecting, testing, etc.- – Failure to allow entry. At any time during reasonable working hours and upon at least twenty- four (24) hours advanced notice, representatives, agents, and/or contractors of the District shall have the right to enter upon and return from the any User Premises upon which a water meter and/or backflow preventer is located or required for the purpose of installing, reading, inspecting, testing, or adjusting maintaining such meter or backflow preventer. In the event such entry for purposes of installation of a water meter is refused, or in the event a User desires to install his or her own water meter, such owner or occupant does not contact the User shall be allowed to install a District and

If for any reason a meter is not read and/or reported at the interval determined by

arrange to allow agents of the-supplied or District to enter upon and return from such Premises within ten (10) days after written request to make such -approved water meter in a location specified in paragraph 5.3 above. In the event such entry is refused for purposes of reading, inspecting, testing, or maintaining a water meter, the District shall have the right to shut off the water water to such Premises after providing ten (10) days written notice to such Premises without further notice to the User.

5.9 5.9 Defacing, tampering with, injuring, etc. – Estimated charges for months when meter fails to register correctly.

a. It is unlawful for any person to deface, injure, loosen, take apart, or otherwise tamper with any water meter, to adjust or to attempt to adjust the same to reduce the reading thereof, to divert water around such meter, or to attempt in any other manner whatsoever to interfere with the correct reading by such meter of the total amount of water furnished to the Premises where such meter is installed.

b. If, in the opinion of the Board, any meter has been tampered with, the quantity of water delivered during the month such meter failed to register correctly by reason of such tampering, or for which no reading was obtained, shall be determined by the District by using an average of the previous three (3) years water usage for the same period to determine normal billing, or, if such records are not available, by a good faith estimate of the District, which shall be charged to the User. The District may also impose a penalty charge not to exceed \$50005,000.00 against any User for tampering with a water meter. Upon repetition of such offense, the District may, at its option, stop the delivery of water to the Premises of the User.

From: David Burke <davidaburke@me.com>
Sent: Friday, July 28, 2023 5:11 PM
To: Wendy Meyring <wendy@mpmjh.com>
Subject: Re: Skyline - Lower Valley Energy

I received the same email directly from LVE.

Do you know where they are cross-cutting? Is it up top near NW Ridge or somewhere else?

Thanks,

David Burke

On 7/28/23, 5:13 PM, "Penny Kapousouz" <pennykap@gmail.com <<mailto:pennykap@gmail.com>>> wrote:

Hi Wendy,

I'm an out-of-town home-owner in Skyline and would like a copy of the proposed amendments to the Skyline after regs.

Many thanks.

Penny Kapousouz
Pennykap@gmail.com

From: Streator, Jamie <Jamie.Streator@cowen.com>
Sent: Sunday, July 30, 2023 10:45 AM
To: Wendy Meyring <wendy@mpmjh.com>
Subject: Invite dial up for special board meeting on Monday

Wendy could I trouble you for a copy of the dialup info

Jamie

E James Streator, III | Managing Director | Investment Banking | **TD Cowen**
Email: Jamie.streator@cowen.com
Mobile: 203-856-7780

From: Warren Machol <wlm.assoc@gmail.com>
Sent: Sunday, July 30, 2023 3:07 PM
To: Wendy Meyring <wendy@mpmjh.com>; Kurt Harland <thekurtharland@gmail.com>; Bob Norton <bobnorton51@gmail.com>; Latham Jenkins <latham@livewaterproperties.com>; Worthy Johnson <wjohnson@lawrencecapitalmgt.com>; Maria Johnson <mariajjohnson53@gmail.com>; John Willott <jwillott@aol.com>; Corbin McNeill <camcneilljr@gmail.com>
Subject: The ISD board has not been transparent in shifting costs of meter project costs to members.

Dear Skyline ISD Members,

We have patiently waited for the ISD board to address the concerns in our June 27, 2023 email. The ISD board has instead gone silent about the actual costs and liabilities that are being forced (via notice) on the skyline members without discussion or a vote.

The history of remote read meters:

The ISD board had the bright idea that they could borrow the entire amount of money required for 20 years to install remote reading meters. They told members its free money. At the only public meeting (legally required to apply for the SLIB water meter loan), the ISD Board members and the Board's consultant from Nelson Engineering informed ISD members of the project details. We have attached the minutes of the entire (8/21/21) Meter Project public meeting for the SLIB meter loan project below.

On Monday (6/12), the June ISD Board itinerary was posted on the website, and we requested the proposed changes to the regulations that would be discussed. Each member who made such a request was informed that the Board had received it but would not share it with members until the new regulations were imposed.

During the ISD Board meeting, it was verbally revealed that the proposed changes to water regulations would come **with undisclosed financial costs for individual members** and penalties for non-compliance to complete the remote reader project that is over budget. **The ISD Board discussed that there would be an official schedule of costs** to comply with the new regulations; **however, the schedule would not be distributed to ISD members until the new rules were imposed.** (why the lack of transparency in shifting project costs to members)

The costs forced by the adoption of the proposed water regulations on individual homeowners were intended (via the 8/21/21 meter public meeting) to be included in the \$ 145,000-meter Installation loan, not separate additional charges. Members were informed at the time of the public meeting that the maximum cost to install the remote read water meters and new backflow preventer (check valves***) in every home in Skyline **would** be less than or equal to **\$85/ year per homeowner for the 20-year, nothing more.**

Excerpts from the public meeting minutes are included below for accuracy:

At the public meeting, **backflow preventers were confirmed as part of the Meter Project loan amount.** The water meter project budget was authorized to increase from a \$118k to \$145k loan to include backflow preventers (Check Valves) on the main water line on every home in the Skyline ISD by both Jim Lewis, Board member/ Treasure and Kurt Harland, Chairman of the Board of the Skyline ISD Board.

"**Kurt Harland** brought up the fact that backflow preventers (dual check valves) will be installed at every house as part of the project **for the safety of the system.**"

"Warren Machol stated in closing that he appreciated the fact that backflow prevention was considered. **Jim Lewis thanked Warren for suggesting that** (water system) **protection which has now been added to the project.**"

III. Proposed Approach to Financing

"Josh Kilpatrick then segued into this section of the meeting by explaining that District requesting a **\$145,000 loan which is the entirety of the project budget,** the loan term is 20 years at 0% interest, to be repaid by means of a special assessment made through the Teton County assessor's office which would **equates to a per user average annual payment of approximately \$85.00.**"

We don't know the legality of the ISD Board unilaterally changing the scope of the project by removing the check valves from the loan documents without public input or notice. Nor the Board proposing to change water regulations to put these exact costs on individual members **while decreasing the water system safety by not replacing (updating) all backflow preventers (check valves) when the meters are changed.** But it is safe to say the loan documents are inconsistent and not in compliance with the SLIB rules for a public meeting to define each component of the scope and the all-in cost to members (taxpayers).

B. Introduction and Purpose of the Meeting

"After call to order, Kurt Harland turned the meeting over to Josh Kilpatrick of Nelson Engineering. Welcome and introductions were made. A description of the general purpose of the meeting was presented by Josh as follows: **the public meeting is being held to fulfil a SLIB Drinking Water State Revolving Fund Loan requirement** as stated in the program rules: Its purpose is to give the public an overview of the metering project, present any alternatives that were considered, provide a preliminary schedule, and explain the proposed funding and financial impact on individual users/property owners; public comment and participation are encouraged and welcomed, but a request was made to please hold comments until the end of the presentation. It was explained that the minutes of the meeting along with public comment and responses will be included with the loan application to the State. It was noted that the installation of new meters was one of the recommendations from the WWDC Level II report."

The Meter project has been poorly thought out and without any financial benefit to the members of the ISD. The Mtere project will not improve water delivery or safety to the community. The metering project is over budget, and costs are being shifted to members as the ISD is without the resources. Because we have continuously metered water, we can get state loans and grants for our water system without changing meters. **(There is no requirement for remote readers)** It was noted by Josh of Nelson Engineering that the WWDC II report suggested remote reading water

meters. However, Josh later admitted that the meter replacement project was only placed in the WWDC II report because **it was demanded by the ISD board of directors.**

Changing the water regulations to pass on the meter and backflow preventer project costs directly to homeowners is a poor bureaucracy bordering on deception. The ISD Board should have notified ISD members or the state of Wyoming (SLIB and DWRF) of the changes they made from the original 8/21/21 Public Meeting, where the project was presented to the homeowners.

The ISD Board, via regulation changes, will alter the following:

- 1) The financial impact on members and
- 2) Removed the backflow preventers from each home; a meter will be installed, thereby reducing the safety of the water system

Following proper procedures and processes is crucial when dealing with legal requirements for taxpayer disclosure and the ISD's obligation for state borrowing. According to Paragraph 6 E (iii) c of the Skyline ISD DWSRF Loan agreement, the Borrower is obligated to inform the OSLL, WWCO, and DEQ of any changes, irregularities, or problems, including but not limited to change orders, contact interoperation issues, withholding liens, and scheduling alterations. Therefore, since the ISD Board has increased the costs to homeowners and removed the backflow preventers from the project, the ISD must inform the State agencies and the homeowners of the changes in the project.

The Board plans to approve these changes without taking a vote from the homeowners. If it is approved on 7/31/23 at the special board meeting, as homeowners, you will become financially liable for an unspecified amount. Furthermore, the ISD will have rights to your property and require you to agree to protect and hold the District harmless from any and all claims for damage resulting from this and any other action taken inside your homes.

It is essential that you understand the proposed changes to Article V of the Water Use Regulations and take steps to protect your property.

The Board should rethink this action and get the homeowner and the State approval for the change in scope and increase in the cost of the meter project before proceeding.

Maria Johnson
Worthy Johnson
Warren Machol
John Willott
Corbin McNeill

From: Warren Machol <wlm.assoc@gmail.com>
Sent: Monday, July 31, 2023 9:45 AM
To: Wendy Meyring <wendy@mpmjh.com>
Subject: zoom link for todays Board meeting

Wendy,
Please provide the meeting link.

All the best

Warren

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: Monday, July 31, 2023 2:03 PM
To: Wendy Meyring <wendy@mpmjh.com>
Cc: Worthy Johnson <wjohnson@lawrencecapitalmgt.com>; John Willott <jwillott@aol.com>; Corbin McNeill <camcneilljr@gmail.com>; Jamie Streater <jstreater58@gmail.com>; michael minter <trewil@hotmail.com>; Maria Johnson <mariajohnson53@gmail.com>; MICHAEL WEHRLE <mwehrle@aol.com>
Subject: Re: zoom link for todays Board meeting

Thank you, Wendy, for sharing the agenda for today's meeting.

I think it would be good of you to share this with all the members of the ISD so they are aware of the agenda and the Zoom login for today's meeting.

All the best

Warren

WLM Associates
500 NW Ridge Rd
Jackson WY 83001

307 734 1920 (o)

917 455 7470 (c)

From: Bill Racow <BillRacow@hotmail.com>
Sent: Monday, July 31, 2023 2:44 PM
To: Wendy Meyring <wendy@mpmjh.com>
Subject: skyline meeting

How do I join the skyline video conference today

Thanks Bill

From: Maria Johnson <mariajohnson53@gmail.com>
Sent: Tuesday, August 1, 2023 7:27 AM
To: Wendy Meyring <wendy@mpmjh.com>
Subject: Monday's meeting

Good morning Wendy,

Just wondering if there is a an audio/zoom recording for the meeting yesterday? Was there an agenda?

I'm sorry we couldn't attend...

Thank you, Maria

Maria J. Johnson
307.203.2600 WY
941.964.7526 FL

From: Rita Holmes <rholmes@lvenergy.com>
Sent: Thursday, August 3, 2023 11:37 AM
To: Rita Holmes <rholmes@lvenergy.com>
Subject: Lower Valley Energy - Planned Outage - 8/10/23

Dear Valued Customer

Lower Valley Energy will have a planned outage on Thursday 8/10. For our crews to work safely, we do have to take the power down. We will be cutting over to the newly installed primary wire.

Date: 8/10/23 Thursday

Outage Time: 8:00am to 12:00/noon
Outage Reason: Cut over to new primary in Skyline
Outage Address: see below
Meters Affected: 11

Client point address

155 N MEADOWLARK RD, 83001 JACKSON

250 N MEADOWLARK RD MH, 83001 JACKSON

255 N MEADOWLARK RD, 83001 JACKSON

300 N MEADOWLARK RD, 83001 JACKSON

355 N MEADOWLARK RD LVE TEMP LOOP,THIS WILL BECOME MAIN HOUSE, 83001 JACKSON

400 N MEADOWLARK RD, 83001 JACKSON

455 N MEADOWLARK RD, 83001 JACKSON

500 N MEADOWLARK RD, 83001 JACKSON

555 N MEADOWLARK RD, 83001 JACKSON

600 N MEADOWLARK RD, 83001 JACKSON

655 N MEADOWLARK RD, 83001 JACKSON



Thank you for your patience and understanding.

Rita Holmes
Member Services Representative
Lower Valley Energy Inc
Direct Line: 307-732-4225
Website: www.lvenergy.com

From: Worthy Johnson <wjohnson@lawrencecapitalmgt.com>
Sent: Wednesday, August 9, 2023 10:48 AM
To: Wendy Meyring <wendy@mpmjh.com>
Cc: mariajohnson53@gmail.com
Subject: Contact Info
Importance: High

Morning Wendy.....a chilly one at that.....but better than forest fires, etc.

Would you please send me the updated contact information* for:

-Polar Express Lots 2-1 & 2-2

-old Dragon Fly-Lot 33 ex Koski

-old Richter-Lot-4-3

Thank you,

*Email address, tel #, mailing address



From: Josh Kilpatrick <jkilpatrick@nelsonengineering.net>

Sent: Wednesday, August 16, 2023 9:58 AM

To: Jones, Jon <Jon.Jones@coreandmain.com>

Cc: anytimesteve <anytimesteve@gmail.com>; theoffice plumbing-anytime.com <theoffice@plumbing-anytime.com>; clearwateroperations@gmail.com; Wendy Meyring <wendy@mpmjh.com>; Robert Norton <norton@nelsonengineering.net>; thekurtharland@gmail.com; Latham Jenkins <latham@livewaterproperties.com>

Subject: Skyline Ranch - Meter Reading & Software Training

Good Morning Jon,

I understand you have inquired about who will be the individual that needs software training for meter reading collection and processing. The Skyline Board will be meeting tomorrow night and they will be discussing who will be the responsible person(s) that require training. I will let you know what they decide.

Please note that Skyline Ranch ISD would like to have O&Ms for software and equipment, as well as written instructions (if not already provided in the O&M manuals) for software use and meter collection. The objective is to collect readings and have them readily exported to an Excel file. Along with the reading (gallons), meter ID, date & time of reading collection, as well as homeowner addresses should also be readily exported to Excel.

Please let me know if you have any questions.

Josh Kilpatrick, PE

Project Engineer

PH: (307)690-2086

NELSON

ENGINEERING since 1964

Professional Engineers & Land Surveyors

JACKSON, WY • BUFFALO, WY • VICTOR, ID

P.O. Box 1599

430 South Cache St.

Jackson, WY 83001

(307) 733-2087

nelsonengineering.net

From: Anderson, Jeffrey B. <Jeffrey.Anderson@tcw.com>

Sent: Wednesday, August 16, 2023 1:39 PM

To: Bob Norton <bobnorton51@gmail.com>
Cc: jwillott@aol.com; Wendy Meyring <wendy@mpmjh.com>
Subject: Re: Skyline's WWDC Level III Application

Bob,

Many thanks for your response. Your comments are on point.

Regards,

Jeff

From: Bob Norton <bobnorton51@gmail.com>
Sent: Wednesday, August 16, 2023 8:36 PM
To: Anderson, Jeffrey B. <Jeffrey.Anderson@tcw.com>
Cc: jwillott@aol.com <jwillott@aol.com>; Wendy Meyring <wendy@mpmjh.com>
Subject: Re: Skyline's WWDC Level III Application

External Email: Use caution

Jeff,

Thank you for your comments and questions. Attached are my answers to your questions.

Bob

On Wed, Aug 16, 2023 at 7:52 AM Anderson, Jeffrey B. <Jeffrey.Anderson@tcw.com> wrote:

Bob and John,

Sorry for the delay but had to go to London for a few meetings and now just freeing up from that. I had mostly questions and annotated the Engineers Estimate with a few of them - see attached. Otherwise no comments.

Jeff

PS. John I hope that your wife is doing well.



Jeffrey Anderson , PE, CFA

Managing Director | Senior Marketing Officer | Middle East Group
865 South Figueroa Street, Suite 1800 | Los Angeles , CA , 90017
o: +1 213-244-0094 | Jeffrey.Anderson@tcw.com

From: jwillott@aol.com <jwillott@aol.com>
Sent: Tuesday, August 15, 2023 11:43 PM
To: Anderson, Jeffrey B. <Jeffrey.Anderson@tcw.com>; Wendy Meyring <wendy@mpmjh.com>; Bob Norton

<bobnorton51@gmail.com>

Subject: Re: Skyline's WWDC Level III Application

External Email: Use caution

Bob, I have reviewed all the documents. They look good to me. JOHN

On Thursday, August 10, 2023, 04:18:28 PM MDT, Bob Norton <bobnorton51@gmail.com> wrote:

John and Jeff,

Attached are the preliminary documents for Skyline's Water Supply and Storage System WWDC Level III construction grant application.

The proposed improvements are those that we discussed previously. You will note that the engineer's estimate has been revised to include the components that we discussed, and that he adjusted the estimate to account for higher construction cost inflation in the recent past. I believe the estimate is high, but the grant and loan are upset limits so it's best at this time to estimate high not knowing exactly what construction prices will be when we bid the project in 2025.

The application will be discussed by the Board at the August 17th meeting, I would appreciate any thoughts that you have about the project components, estimate and application prior to that meeting.

Bob

Jeff Anderson Questions and reply in Blue.

Confident that project scope will yield desired improvements in average and max production?

I believe the project scope will yield the desired improvements. Two wells No. 3 and No. 4 would each be 500 gpm wells, which is slightly greater than the projected peak hour demand at build out, and equal to the minimum fire flow if we decide to provide fire protection. DEQ requires that the water system provide peak hour flow or fire demand with the largest well out of service. Well No. 2 would be 250 gpm to be used for low winter demands and supplement the 500 gpm wells if necessary.

Elec and Control material costs are a significant part of the total. Is the current control structure at all salvageable?

I am also always amazed at how much the electrical and controls components cost. Unfortunately, our existing control system is 20 years old, not reliable and out of date. The basic electrical system is 20 to 40 years old, part of the electrical upgrade is a new transformer and wiring that would allow two pumps to run simultaneously.

What are the new pumps for wells #2 and #3 (I think that we may have discussed that at our meeting in Jackson but I don't recall the details)?

The existing pumps in wells #2 and #3 are 20 years old (near the end of their useful life), and the motors are not compatible with the new proposed VFDs.

Any material or wear issues due to water impurities?

The only wear issues are due to sand, but it does not seem to be a problem if the wells are developed properly. Because of our hard water we do have some calcium build up but again it has not been a big issue.

I'm not as familiar with water projects but are we (or the engineer) comfortable with the suggested percents for construction engineering, contingency, and design/spec costs? Are these accepted rules of thumb? The WWDC (funding agency) dictates the engineering design at 10%, construction administration and inspection at 10%, and the contingency at 15%. If we receive the grant Skyline ISD may negotiate a lower engineering fee but generally it remains at or close to 10%.

Does this include installation and other sub labor costs?

The engineer's estimate is based on previous project bids which include subcontractor and overhead expenses. The previous bids were increased based on recent material price quotes and inflation for labor, fuel, etc.

My recollection is that we used a higher contingency for downstream petrochemical/mineral projects. The 15% is the maximum that the WWDC will accept. I think 15% is reasonable given the details in the Level II feasibility study.

Are the needed contracts fixed or cost plus?

Engineering Contracts will be a Time and Materials with a not to exceed limit. The construction contract will be bid with unit prices based on estimated construction quantities. Basically, it is a fixed price bid but generally we need to budget for about 5% overrun due to unforeseen issues that crop up.

Who will do the construction management? Are those costs included?

The general contractor is responsible for construction management, the engineering is responsible for contract administration and inspection. These costs are factored into the estimates.

Does the grant increase if there are overruns? Or comes in lower than estimated?

The grant is the maximum allowable expenditure. The WWDC grant will pay 67% of each invoice up to the maximum. Any cost overruns have to be paid by Skyline ISD. If the cost is lower than the grant maximum remaining grant funds return to the WWDC.

Do we need to show the PE's stamp or other info?

Yes, the submitted estimate will be stamped by the engineer. The copy I sent you was an advanced copy but the final, which is the same, has been stamped and signed by the PE.

From: Josh Kilpatrick <jkilpatrick@nelsonengineering.net>

Sent: Wednesday, August 16, 2023 3:22 PM

To: Wendy Meyring <wendy@mpmjh.com>; Robert Norton <norton@nelsonengineering.net>

Subject: Skyline Ranch - Lot 27_3180 W. Mallard

Bob or Wendy,

This home was remodeled and the plumber was told a meter doesn't exist by the homeowner and electrician on the project. Evidently there is no access to the crawl space. I didn't see any photos of meters taken in this home, thus I presume we need to do a complete installation?

Josh Kilpatrick, PE

Project Engineer

PH: (307)690-2086

NELSON
ENGINEERING *since 1964*

Professional Engineers & Land Surveyors

JACKSON, WY • BUFFALO, WY • VICTOR, ID

P.O. Box 1599
430 South Cache St.
Jackson, WY 83001
(307) 733-2087
nelsonengineering.net

Skyline Minutes 8-17-23

Final Audit Report

2023-10-09

Created:	2023-09-27
By:	Mountain Property Management (info@mpmjh.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAATYalfrOuGFm4MEb83vd878Tr32r7izHP


"Skyline Minutes 8-17-23" History

 Document created by Mountain Property Management (info@mpmjh.com)


2023-09-27 - 2:16:02 PM GMT- IP address: 207.183.166.24

 Document emailed to Kurt (kurt@bhhsjacksonhole.com) for signature


2023-09-27 - 2:16:52 PM GMT

 Email viewed by Kurt (kurt@bhhsjacksonhole.com)


2023-09-29 - 8:00:31 PM GMT- IP address: 66.102.6.135

 Email viewed by Kurt (kurt@bhhsjacksonhole.com)


2023-10-02 - 6:28:38 PM GMT- IP address: 66.102.6.136

 Email viewed by Kurt (kurt@bhhsjacksonhole.com)


2023-10-09 - 5:38:06 PM GMT- IP address: 66.249.84.77

 Document e-signed by Kurt (kurt@bhhsjacksonhole.com)


Signature Date: 2023-10-09 - 7:31:45 PM GMT - Time Source: server- IP address: 72.175.144.94

 Document emailed to Bob (bobnorton51@gmail.com) for signature

2023-10-09 - 7:31:46 PM GMT

 Email viewed by Bob (bobnorton51@gmail.com)

2023-10-09 - 8:44:32 PM GMT- IP address: 64.233.172.128

 Signer Bob (bobnorton51@gmail.com) entered name at signing as Robert Norton

2023-10-09 - 8:45:41 PM GMT- IP address: 184.167.32.75

 Document e-signed by Robert Norton (bobnorton51@gmail.com)

Signature Date: 2023-10-09 - 8:45:43 PM GMT - Time Source: server- IP address: 184.167.32.75

 Agreement completed.

2023-10-09 - 8:45:43 PM GMT