

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 16, 2023**, 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: Kurt Harland, Chair (Zoom) and Bob Norton, Treasurer.

**REVIEW AND APPROVE BOARD MINUTES OF October 19, 2023**

A motion was made by Treasurer Norton and seconded by Chair Harland. Chair Harland called for a vote. The vote showed all in favor and the motion carried.

**CHANGES TO THE AGENDA**

Treasurer Norton asked to add to the agenda the following:

- Well #4 Report
- Meter Project Report
- Level III WWDC Application

Wendy Meyring asked to add to the agenda the election results.

**ADOPT AGENDA**

A motion was made by Treasurer Norton to add the following items to the agenda, Well #4 Report, Meter Project Report, Level III WWDC Application, and the Election Results. The motion was seconded by Chair Harland. Chair Harland called for a vote. The vote showed all in favor and the motion carried.

**PUBLIC COMMENT**

Worthy Johnson regarding the requested refund of \$42.15 to the owners of lot 3-30, 500 N. Meadowlark Road.

**CORRESPONDENCE (detailed correspondence – page 5)**

Patrick Branham 10/23/2023 email regarding meter installation

Worthy Johnson 10/20/2023 email regarding returning blue prints

Betsy Johnson 10/25/2023 email regarding meter installation

WGIF 10/25/2023 email with 2023 Annual Report (report is included at the end of the minutes)

Worthy Johnson 10/26/2023 email requesting documentation on road split

John Goldstein 10/26/2023 email regarding the election ballots

Michael Minter 10/31/2023 email regarding the October meeting video

LGLP Renewals 11/1/2023 email regarding LGLP board membership election

Wade Verplancke 11/1/2023 email regarding WWDO Level III Recommendation

Sarah Taylor 11/3/2023 email regarding the closing of 3155 W. Teal Road

Elizabeth Blackwell 11/6/2023 email regarding approval of 6 month extension re: loan DW247

Warren Machol 11/6/2023 email regarding access to meeting video

Maria Johnson 11/8/2023 email regarding election results

Josh Kilpatrick 11/10/2023 email regarding meter project

Emily Hanner 11/13/2023 email regarding curbstop repair

Maria Johnson 11/16/2023 email regarding board terms

Worthy Johnson 11/16/2023 email regarding Resolution #2023-1

Maria Johnson 11/16/2023 email regarding board terms

Worthy Johnson 11/16/2023 email regarding refunding \$42.15 to lot 3-30

**REVIEW 4-MONTH OCTOBER ACTUALS VS. FULL YEAR FY 2023-2024 BUDGET**

Treasurer Norton reviewed the October 31, 2023, Actuals vs. 2023-2024 Budget.

**REVIEW OF OCTOBER 31, 2023, TREASURY REPORT**

Treasurer Norton reviewed the October 31, 2023, Treasury Report.

Operating Checking Account – FIB –	(\$35,046.42)	According to FIB \$9,282.56 on 11/03/23
Operating Savings Account – FIB -	\$8,661.89	
Operating Reserve Account – WGIF -	\$112,019.31	
Road Reserve Account – FIB -	\$10,693.81	
Road Reserve Account – WGIF -	\$433,941.76	According to WGIF \$387,404.76 on 11/03/23
Water Reserve Account – FIB -	\$14,1463.11	
Water Reserve Account – WGIF -	\$109,336.90	According to WGIF \$158,556.31 on 11/03/23
Well #4 – WGIF -	(\$2,357.14)	According to FIB \$5,779.56 on 11/03/23
Total Cash on Hand as of 10/31/23	\$651,413.22	According to Banks \$655,297.97 on 11/03/23

**APPROVE PAYMENT OF INVOICES**

A motion was made by Treasurer Norton to approve the payment of \$18,505.80 of monthly bills and Chair Harland 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
11/1/2023	Mountain Property Management		Monthly Management	11/1/2023	\$3000.00
11/1/2023	Mountain Property Management		mailbox install 10/24, dump run 10/21	11/1/2023	\$100.00
11/8/2023	Harland Clark		check purchase	11/8/2023	\$395.92
11/10/2023	Teton County Health Department	24-1646	water test 10/3	11/10/2023	\$20.00
11/10/2023	Clearwater Operations & Services	1815	monthly contract, curbstop work, locates, generator work	11/10/2023	\$1430.00
11/10/2023	Teton Media Works, Inc.	16615	election notice	11/10/2023	\$38.50
11/10/2023	Lower Valley Energy		acc#294586001-003 9/14-10/16	11/10/2023	\$318.11
11/10/2023	Robert Norton		travel related expenses for WWDC meeting for level III grant request	11/10/2023	\$717.31
12/1/2023	Evans Construction		contract payment	12/1/2023	\$6004.33
<b>Total for Skyline Improvement &amp; Service District</b>					<b>\$12024.17</b>
<b>Grand Total - both Pages</b>					<b>\$18,505.80</b>

Skyline Improvement & Service District - Well #4 Grant invoices					
Date	Vendor	Ref. No	Description	Due Date	Total
11/10/2023	Nelson Engineering	62806	engineering work through 10/31, WWDC grant portion	11/10/2023	\$2769.13
<b>Total for Skyline Improvement &amp; Service District - Well #4 Grant invoices</b>					<b>\$2769.13</b>
Total for Skyline Improvement & Service District-to be transferred from road reserve as part of intra-company loan					\$2076.84
Total for WWDC - awaiting their disbursement					\$692.29
<b>Total Due</b>					<b>\$2769.13</b>
Skyline Improvement & Service District - Meter Loan invoices					
11/13/2023	Nelson Engineering	63086	meter project through 10/21	11/13/2023	\$3712.50
<b>Total for Skyline Improvement &amp; Service District - Meter Loan invoices</b>					<b>\$3712.50</b>

**Public Comment:**

Worthy Johnson – regarding providing running budgets for Well #4 and the meter project.

**WELL #4 UPDATE**

A motion was made by Chair Harland to purchase of seed to re-seed around the well and Treasurer Norton seconded the motion. Chair Harland called for a vote. The vote showed all in favor and the motion carried.

Treasurer Norton provided an update on well #4 project:

- The well has been disinfected by super-chlorinating, scrubbing the well, pumping it out and then re-chlorinating it, following the well containing iron bacteria.
- The disturbed area around the well needs to be re-seeded.

- Estimated cost of the seed is \$65.00, if done by an owner.
- To date, \$153,960 has been committed to the well driller, \$69,253 has been committed/paid to Nelson Engineering, the overall budget is \$235,000 leaving \$11,787 remaining in the budget.
- The approval of the additional disinfection was \$12,904.
- It is anticipated that the Skyline portion of the project will be overbudget by approximately \$2,400.

### **METER PROJECT UPDATE**

Treasurer Norton provided an update on the meter project.

- All meters have been installed except for at four locations (one will be completed on November 17<sup>th</sup>, two are homes under construction, and one the owner would not provide access for installation).
- The board needs to decide how to handle the issue with the property where access was not provided to the accessory unit to install the meter.
  - Options: Provide 10 day notice and shut water off to the accessory unit.
- Fourteen backflow preventers were installed during the project. Twenty four properties still need backflow preventers installed.
- To date the following meters have been installed:
  - 11 – 5/8” meters
  - 8 – ¾” meters
  - 65 – 1” meters
  - 4 – 1.5” meters
  - 2 – 2” meters
- The AMR transceiver and software have been received.
- Mountain Property Management and Clearwater Operations received training on Wednesday, December 1<sup>st</sup>.
- There is \$17,420 remaining in the budget, with \$3,035 to be paid to Plumbing Anytime and Nelson Engineering. It is estimated that the project will come in under budget by \$6,500.

### **LEVEL III WWDC APPLICATION**

Treasurer Norton provided an update on the Level III WWDC Application.

- Bob Norton attended the meeting Casper on November 8<sup>th</sup>.
- The WWDC recommended a \$448,000 grant for Skyline that will appear on the ominous bill.
- The Select Water Committee was in attendance and approved this recommendation. The legislation will be written up in December and presented to the legislature for their approval.
- The original grant request was for \$650,000.
- The amount needed to complete the Level III work, by obtaining a loan, is \$955,000.
- The Infrastructure Committee should recommend aspects of the project that may reduce the overall cost.
- The Finance Committee should look at the financing for the project and recommend preparing the loan application.

### **Public Comment**

Worthy Johnson requested being notified of when the Infrastructure and Finance Committees meet.

### **ELECTION RESULTS**

Wendy Meyring provided an update on the election results.

- Jamie Streater was elected to the board. His term will begin on December 1<sup>st</sup>. He will serve a four-year term.
- All necessary documents have been forwarded to the county.
- The process of bonding the new treasurer is in progress.

### **DISCUSSION AND RESOLUTION ON ADMINISTRATIVE COST CALCULATION/SPLIT**

Treasurer Norton provided some recommendations for cost calculations/splits for the future and passing a Resolution to have the information very clear moving forward.

- Mountain Property Management 60% - Water, 40% Roads
- Clerical contract services/Audit 60% - Water, 40% Roads
- Election Costs (Advertising) 60% Water, 40% Roads
- Board Insurance 50/50
- Office Supplies 50/50
- Interest earned on Operating Account – split by percentage of balance in the road vs. water account

### **Public Comment**

Worthy Johnson asked if split for election/advertising cost should be 50/50. Recommended having a Town Hall Meeting with the new accountants to allow members to ask questions.

**DISCUSSION AND VOTE ON METER COST ALLOCATION**

A motion was made by Treasurer Norton to refund lot 3-30 \$42.15 for the second half of the 2022 meter project payment and Chair Harland seconded the motion. Chair Harland called for a vote. The vote showed all in favor and the motion carried.

Treasurer Norton provided the background information on the meters and his thoughts on members sharing equitably on the cost of the meter reading equipment and software. Asked that the future board decide on how to charge properties, flat rate or by size of the meter.

Treasurer Norton noted that with the refund of \$42.15 to lot 3-30 for the second half of 2022 meter project charge, this refund does not eliminate this lot’s participation in the cost to administer (meter reading equipment, software, labor to read meters) the meter reading process moving forward.

**Public Comment**

Worthy Johnson noted the arrangement discussed during the Town Hall Meeting in August 2021 noted a flat rate per lot and that the project included backflow preventers. Requested again for the refund of the remaining \$42.15 of the 2022 meter project payment.

**ADJOURN**

A motion was made by Chair Harland and seconded by Treasurer Norton. Chair Harland called for a vote. The vote showed all in favor and the motion carried. The meeting was adjourned at 5:09 p.m.

Approved

Approved

  
Kurt Harland (Dec 18, 2023 11:33 MST)

  
Bob Norton (Dec 18, 2023 11:01 MST)

Kurt Harland  
Chairman

Bob Norton  
Treasurer

**CORRESPONDENCE RECEIVED**

**From:** Patrick Branham <patrick@jhbuilder.com>  
**Sent:** Monday, October 23, 2023 5:12 PM  
**To:** Wendy Meyring <wendy@mpmjh.com>; Andrew Miller <andrew@jhbuilder.com>; Gregg Camic <Gregg@jhbuilder.com>  
**Cc:** betsyjohnson@gmail.com  
**Subject:** RE: 250 Meadowlark Water Service Requirements

Wendy,

They did not. The meter was replaced by Northern Mechanical. Northern Mech. Is returning and installing a DCA/backflow this week.

Thanks,

Patrick Branham



p. 307.734.5245  
m. 386.299.2308  
PO Box 642  
970 W. Broadway #216  
Jackson, WY 83001  
[patrick@jhbuilder.com](mailto:patrick@jhbuilder.com)  
[www.jhbuilder.com](http://www.jhbuilder.com)

---

**From:** Worthy Johnson <[wjohnson@lawrencecapitalmgt.com](mailto:wjohnson@lawrencecapitalmgt.com)>  
**Sent:** Friday, October 20, 2023 10:55 AM  
**To:** [wendy@mpmjh.com](mailto:wendy@mpmjh.com); [office@skylineranchisd.com](mailto:office@skylineranchisd.com)  
**Cc:** [mariajohnson53@gmail.com](mailto:mariajohnson53@gmail.com)  
**Subject:** Blue Prints Return for 500 N. Meadowlark Rd from the old pump house  
**Importance:** High

Wendy, when you grab those please also look in the old files for the documents delineating the “road division maintenance costs” between Phase 1 and Phases 2,3 & 4 that Bob said was there. This was a Board discussion point when the snow flew in early last season. Again, I found nothing going back to 2011.

Please also alert me as to when the Zoom Audio/Visual is available along with the correct password.

Many thanks; have a great weekend,

---

**From:** Betsy Johnson <betsyjohnson@gmail.com>  
**Sent:** Tuesday, October 24, 2023 9:00 PM  
**To:** Wendy Meyring <wendy@mpmjh.com>  
**Subject:** Re: 250 Meadowlark Water Service Requirements

He left a message and I returned his call twice today but he never picked up. So no I didn't get a chance to talk to him.

Betsy

**From:** Betsy Johnson <[betsyajohnson@gmail.com](mailto:betsyajohnson@gmail.com)>  
**Sent:** Monday, October 23, 2023 5:39 PM  
**To:** Wendy Meyring <[wendy@mpmjh.com](mailto:wendy@mpmjh.com)>  
**Subject:** Re: 250 Meadowlark Water Service Requirements

Sorry. 650-224-8317

Betsy

On Mon, Oct 23, 2023 at 5:38 PM Betsy Johnson <[betsyajohnson@gmail.com](mailto:betsyajohnson@gmail.com)> wrote:

Wendy can you give me a call?? This information is not correct.

Betsy

On Mon, Oct 23, 2023 at 5:13 PM Wendy Meyring <[wendy@mpmjh.com](mailto:wendy@mpmjh.com)> wrote:

I am going to pass along this information to the Skyline Board to keep them in the loop. I will let you know if they have any questions.

Wendy Meyring

---

**From:** Miller, Lisa M <[millerl@pfmam.com](mailto:millerl@pfmam.com)> **On Behalf Of** WGIF Shared  
**Sent:** Wednesday, October 25, 2023 1:19 PM  
**Subject:** WGIF Annual Report dated June 30, 2023  
**Importance:** High



---

## Wyoming Government Investment Fund

### Annual Report - June 30, 2023

---



Attached is the WGIF Annual Report dated June 30, 2023. A copy of the Annual Report can also be obtained by visiting the WGIF website at [www.wgif.org](http://www.wgif.org).

Link to document: <https://www.dropbox.com/scl/fi/5yhmyv116egx4n7cfbzn/WGIF-2023-Annual-Report.pdf?rlkey=ozwstodpa6r7frqzyngmbwbk9&dl=0>

---

P.O. Box 11760 • Harrisburg, PA, 17108-1760  
213 Market Street • Harrisburg, PA 17101  
[www.wgif.org](http://www.wgif.org)

---

*This information is for institutional investor use only and not for further distribution to retail investors and does not represent an offer to sell or a solicitation of an offer to buy or sell any fund or other security. Investors should consider the Wyoming Government Investment Fund's ("WGIF") investment objectives, risks, charges and expenses before investing in the WGIF. This and other information about WGIF is available in the WGIF's current Information Statement, which should be read carefully before investing. A copy of the WGIF's current Information Statement may be obtained by calling 1-866-249-9443; and is available on the WGIF website ([www.wgif.org](http://www.wgif.org)). While the WGIF Liquid Asset Series seeks to maintain a stable net asset value of \$1.00 per share and each WGIF Fixed Term Series seeks to achieve a net asset value of \$1.00 per share at its stated maturity, it is possible to lose money investing in WGIF. An investment in WGIF is not insured or guaranteed by the Federal Deposit Insurance Corporation or any other government agency. Shares of WGIF are distributed by **PFM Fund Distributors, Inc.**, member Financial Industry Regulatory Authority (FINRA) ([www.finra.org](http://www.finra.org)) and member Securities Investor Protection Corporation (SIPC) ([www.sipc.org](http://www.sipc.org)). PFM Fund Distributors, Inc. is an affiliate of PFM Asset Management LLC.*

*This material is for general information purposes only and is not intended to provide specific advice or a specific recommendation. This email content is being provided by PFMAM for educational and informational purposes only and may be construed as advertising under applicable U.S. or state laws. PFMAM can be contacted at 213 Market Street, Harrisburg, PA 17101, or by telephone at 717-232-2723.*

*For important disclosure information, please go to [pfmam.com/disclosures](http://pfmam.com/disclosures).*

*If you do not wish to receive further correspondence of this kind, via email, please contact [CSGMidwestRegion@pfmam.com](mailto:CSGMidwestRegion@pfmam.com).*

PFM Asset Management LLC ("PFMAM") is an investment adviser registered with the U.S. Securities and Exchange Commission and a subsidiary of U.S. Bancorp Asset Management, Inc. ("USBAM"). USBAM is a subsidiary of U.S. Bank National Association ("U.S. Bank"). U.S. Bank is a separate entity and subsidiary of U.S. Bancorp. U.S. Bank is not

responsible for and does not guarantee the products, services or performance of PFMAM. NOT FDIC INSURED : NO BANK GUARANTEE : MAY LOSE VALUE

---

**From:** Worthy Johnson <wjohnson@lawrencecapitalmgt.com>  
**Sent:** Thursday, October 26, 2023 10:02 AM  
**To:** Skyline Ranch ISD - Office <office@skylineranchisd.com>; wendy@mpmjh.com  
**Cc:** mariajohnson53@gmail.com  
**Subject:** RE: Blue Prints Return for 500 N. Meadowlark Rd from the old pump house + Docs on Road Split  
**Importance:** High

Hi Wendy,

Please ask Bob where the info for the road split is located. There is nothing, zero, zilch, nada from 2011 on.

RE: Kurt....please locate the plans Kurt and return them to us immediately.

Thank you,



---

**From:** John Goldstein <[jgoldsteinhb@aol.com](mailto:jgoldsteinhb@aol.com)>  
**Date:** Thursday, October 26, 2023 at 10:58 AM  
**To:** Wendy Meyring <[wendy@mpmjh.com](mailto:wendy@mpmjh.com)>  
**Subject:** Re: Skyline - Election of Director

Hi Wendy

Been in Nepal for the past month

Leaving Kathmandu today to New York

Be back in JH next week.

Can I vote or am I too late?

John Goldstein

JHG Investments, LLC  
PO Box 155  
Wilson, WY 83014  
(310) 729-5824

---

**From:** michael minter <[trewil@hotmail.com](mailto:trewil@hotmail.com)>  
**Sent:** Tuesday, October 31, 2023 8:29 AM  
**To:** [Office@skylineranchisd.com](mailto:Office@skylineranchisd.com)  
**Subject:** Fw: Skyline IS&D shared "October 19, 2023 Meeting Video - Made with Clipchamp\_1698200182545.mp4" with you

Wendy, thanks for responding. The sound was muted at the meeting for those on Zoom, before those at the meeting recognized the issue and restarted the meeting agenda. Is Skyline the most dysfunctional community you work with? These meetings are difficult. Best, MM

**From:** michael minter <[trewil@hotmail.com](mailto:trewil@hotmail.com)>  
**Sent:** Monday, October 30, 2023 4:35 PM  
**To:** [Office@skylineranchisd.com](mailto:Office@skylineranchisd.com)  
**Subject:** Fw: Skyline IS&D shared "October 19, 2023 Meeting Video - Made with Clipchamp\_1698200182545.mp4" with you

Wendy, there is no audio. M. Minter

---

**From:** LGLP Renewals <[lglp@lglp.net](mailto:lglp@lglp.net)>  
**Sent:** Wednesday, November 1, 2023 7:41 AM  
**To:** LGLP Renewals <[lglp@lglp.net](mailto:lglp@lglp.net)>  
**Subject:** 2023 LGLP Board Member Election Ballots Inbox



Dear LGLP Member Entities:

It is time for the LGLP board membership election. Three Board Member positions are up for election in 2023, one County Commissioner position, one Municipal Elected Official position and one Special District Representative position.

Please have your entity's governing body vote for one candidate per position. (Note: the County Commissioner and Special District positions are uncontested). Please find attached the election ballot to submit your entity's votes. The ballot is also posted on our website ( <https://www.lglpwyoming.org/>). Also attached are candidate supplied Bios/Expressions of Interest.

**The deadline to submit ballots to the LGLP office is 5 PM, Friday, December 15th, 2023. We encourage email ([lglp@lglp.net](mailto:lglp@lglp.net)) or fax (307-638-6211).**

Please contact LGLP if you have any questions.

Best regards,

LGLP Staff  
Local Government Liability Pool  
6844 Yellowtail  
Cheyenne, WY 82009  
Phone 307.638.1911

---

**From:** Bob Norton <[bobnorton51@gmail.com](mailto:bobnorton51@gmail.com)>

**Sent:** Wednesday, November 1, 2023 3:24 PM

**To:** Kurt J. Harland <[thekurtharland@gmail.com](mailto:thekurtharland@gmail.com)>; Latham Jenkins <[latham@livewaterproperties.com](mailto:latham@livewaterproperties.com)>; Wendy Meyring <[wendy@mpmjh.com](mailto:wendy@mpmjh.com)>

**Subject:** Fwd: Skyline ISD Well

Kurt and Latham,

See the email below and attachments. Note that the Staff recommendation is for a 50% grant for the WWDC eligible costs. This means a recommended grant of \$448,000. The remaining amount of the estimated cost, i.e \$770,200, would require a DWSRF loan from the State Land and Investment Board. The DWSRF loan application would be submitted after we know the status of the grant request.

As stated in the email the sponsor, Skyline ISD, is encouraged to attend the meeting to answer any questions from the WWDC and Legislature's Select Water Committee, and to support the project.

I am willing to attend the meeting on November 8th and 9th. Will Skyline ISD reimburse me for the motel room (two nights), meals, and mileage at federal GSA rate of \$0.655 per mile?

If you agree that I should attend the WWDC meeting, both of you or some other residents will have to participate in the counting on Skyline ISD election ballots on Tuesday Nov. 7th at 6:00 PM.

Please call me if you have any questions or concerns.

Bob

[Links to documents:](#)

<https://www.dropbox.com/scl/fi/5yhmyv116egx4n7cfbzn/WGIF-2023-Annual-Report.pdf?rlkey=ozwstodpa6r7frqzyngmbwbk9&dl=0>

<https://www.dropbox.com/scl/fi/1dz2p7y2j410b7wii8xz5/Skyline-ISD-Well-Connection-2024.pdf?rlkey=bolw16n41bwlsgmqzegf7d72&dl=0>

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

**From:** Wade Verplancke <[wade.verplancke@wyo.gov](mailto:wade.verplancke@wyo.gov)>

**Date:** Wed, Nov 1, 2023 at 2:03 PM

**Subject:** Skyline ISD Well

**To:** [Bobnorton51@gmail.com](mailto:bobnorton51@gmail.com) <[bobnorton51@gmail.com](mailto:bobnorton51@gmail.com)>

**Cc:** Bill Brewer <[bill.brewer@wyo.gov](mailto:bill.brewer@wyo.gov)>, Larry Mallo <[larry.mallo@wyo.gov](mailto:larry.mallo@wyo.gov)>

Bob,

Please find attached WWDO's Level III Recommendation that will be presented to the Wyoming Water Development Commission (WWDC) / Select Water Committee (SWC) for consideration at the Thursday, November meeting.

Sponsors are strongly encouraged to attend the meeting in person to answer any WWDC and/or SWC questions. Sponsors are strongly encouraged to attend the meeting in person to answer any WWDC and/or SWC questions. The time and location is in the attached agenda. If it is not possible to attend the meeting in person please plan on attending virtually over the internet. If it is not possible to attend the meeting in person please plan on attending virtually over the internet.

To attend virtually over the internet click on the following link: [https://wyoleg.gov.zoom.us/webinar/register/WN\\_mwZy9EI-TFq-TKUAQhM8vQ#/registration](https://wyoleg.gov.zoom.us/webinar/register/WN_mwZy9EI-TFq-TKUAQhM8vQ#/registration) and fill out the form. You will need to know the name and/or number of the agenda item of your project. Please do this as early as possible.

A COPY OF THE AGENDA AND ATTACHMENT TO THE AGENDA ARE ATTACHED FOR REFERENCE.

CONFIRM YOU RECEIVED THIS EMAIL BY REPLYING AND INDICATING WHO WILL BE ATTENDING THE MEETING AND IF THEY ARE GOING TO ATTEND IN PERSON OR BY THE INTERNET.

Thank you in advance for your cooperation.

Please contact Bill Brewer at 307-777-7626 if you have any immediate questions.

Wade

Wyoming Water Development Office  
6920 Yellowtail Road  
Cheyenne, WY 82002

Phone (307) 777-6024

E-Mail to and from me, in connection with the transaction of public business, is subject to the Wyoming Public Records Act and may be disclosed to third parties.

---

**From:** Sarah Taylor <staylor@jhtitle.com>  
**Sent:** Friday, November 3, 2023 10:41 AM  
**To:** info@skylineranchisd.com; office@skylineranchisd.com; daveadams.tfc@gmail.com  
**Subject:** Statement for 3155 W Teal Road

Good Morning,

We are closing on this property on 1/4/24. I was just wondering if there are any charges due or have been paid?

Thank you!

**Sarah Taylor**

Escrow Officer, Jackson Hole Title & Escrow

(425) 595-0971 Mobile Phone

(307) 733-3153 Main Office Number

(307) 733-9534 Fax

[staylor@jhtitle.com](mailto:staylor@jhtitle.com)

270 W Pearl Ave, Ste 104 | PO Box 921 Jackson, WY 83001

**From:** "[elizabeth.blackwell@wyo.gov](mailto:elizabeth.blackwell@wyo.gov)" <[elizabeth.blackwell@wyo.gov](mailto:elizabeth.blackwell@wyo.gov)>

**Date:** Monday, November 6, 2023 at 8:34 AM

**To:** Leah Duke <[leah@mpmjh.com](mailto:leah@mpmjh.com)>

**Cc:** Bob Norton <[bobnorton51@gmail.com](mailto:bobnorton51@gmail.com)>, "[kurt@bhhsjacksonhole.com](mailto:kurt@bhhsjacksonhole.com)" <[kurt@bhhsjacksonhole.com](mailto:kurt@bhhsjacksonhole.com)>, Latham Jenkins <[latham@livewaterproperties.com](mailto:latham@livewaterproperties.com)>, Wendy Meyring <[wendy@mpmjh.com](mailto:wendy@mpmjh.com)>, Rebecca Webb <[rebecca.webb@wyo.gov](mailto:rebecca.webb@wyo.gov)>

**Subject:** Re: loan - DW247

Leah,

The District's request for a 6 month extension is approved. Thank you for reaching out to us and letting us know the status of your project.

Beth

---

**From:** Warren Machol <[wlm.assoc@gmail.com](mailto:wlm.assoc@gmail.com)>

**Date:** Monday, November 6, 2023 at 10:46 AM

**To:** Wendy Meyring <[wendy@mpmjh.com](mailto:wendy@mpmjh.com)>

**Subject:** new web site

Wendy,

I logged on this weekend when I had time and found the skyline website's new tab structure of exploring; I found the Zoom recording was by permission only.

I also suggest you make all members aware of the changes so the change does not inconvenience others.

All the best

Warren

**WLM Associates**

500 NW Ridge Rd  
Jackson WY 83001

307 734 1920 (o)

917 455 7470 (c)

---

**From:** Maria Johnson <[mariajohnson53@gmail.com](mailto:mariajohnson53@gmail.com)>

**Date:** Wednesday, November 8, 2023 at 12:09 PM

**To:** Wendy Meyring <[wendy@mpmjh.com](mailto:wendy@mpmjh.com)>

**Subject:** Re: Skyline - Election Results

Any other write in(s)?

---

**From:** "[jkilpatrick@nelsonengineering.net](mailto:jkilpatrick@nelsonengineering.net)" <[jkilpatrick@nelsonengineering.net](mailto:jkilpatrick@nelsonengineering.net)>

**Date:** Friday, November 10, 2023 at 10:14 AM

**To:** "Jones, Jon" <[Jon.Jones@coreandmain.com](mailto:Jon.Jones@coreandmain.com)>, anytimesteve <[anytimesteve@gmail.com](mailto:anytimesteve@gmail.com)>, Emily Hanner <[clearwateroperations@gmail.com](mailto:clearwateroperations@gmail.com)>

**Cc:** "[theoffice@plumbing-anytime.com](mailto:theoffice@plumbing-anytime.com)" <[theoffice@plumbing-anytime.com](mailto:theoffice@plumbing-anytime.com)>, Bob Norton <[bobnorton51@gmail.com](mailto:bobnorton51@gmail.com)>, Leah Duke <[leah@mpmjh.com](mailto:leah@mpmjh.com)>, Wendy Meyring <[wendy@mpmjh.com](mailto:wendy@mpmjh.com)>

**Subject:** Spring Creek Meter Project - 1.5" Meters

Steve,

Jon has informed me that he has two 1.5" Mach 10 meters that he will ship on Tuesday of next week. One of them can be installed at Lot 3-29 (355 N Meadowlark Rd) and the other should replace the meter you installed at Lot 3-12 (125 N West Ridge Road).

Please send the meter radio numbers for each residence when you have them.

Emily,

---

Can you please confirm with Ben that the curb stop at Lot 3-6 (320 N West Ridge) will be fixed by EOD Tuesday so Steve can put the meter in?

Thanks,

**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

---

*This email is confidential.*

*If you are not the intended recipient, you must not disclose or use the information contained in it.*

*If you have received this email in error, please notify us immediately by return email and delete this document.*

---

**From:** Emily Hanner <clearwateroperations@gmail.com>

**Sent:** Monday, November 13, 2023 9:29 AM

**To:** Josh Kilpatrick <jkilpatrick@nelsonengineering.net>

**Cc:** Jones, Jon <Jon.Jones@coreandmain.com>; anytimesteve <anytimesteve@gmail.com>; bobnorton51 <bobnorton51@gmail.com>; Leah Duke <leah@mpmjh.com>; theoffice plumbing-anytime.com <theoffice@plumbing-anytime.com>; Wendy Meyring <wendy@mpmjh.com>

**Subject:** Re: Spring Creek Meter Project - 1.5" Meters

Hello Josh,

Ben's excavator broke on Friday afternoon and they spent about three hours trying to repair it, but they were unable to. We will not be able to get that curbstop repaired by tomorrow evening.

Thanks,

Emily Hanner

---

**From:** Maria Johnson <mariajohnson53@gmail.com>

**Sent:** Thursday, November 16, 2023 9:57 AM

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

**Subject:** Election.....

Hi Wendy.....

I'm confused ....is the Board term 3 or 4 years? Jamie's term is from 11/7/23 to

11/7/27 or '26?

Bob Norton, appointed to the Board to complete Jim Lewis's term....which ended 11/7/23. Right?

Sorry....just find some of the wording confusing.

Thanks, Maria

**From:** Maria Johnson <mariajohnson53@gmail.com>  
**Sent:** Thursday, November 16, 2023 11:26 AM  
**To:** Wendy Meyring <wendy@mpmjh.com>  
**Subject:** Re: Election.....

Thanks Wendy.....so the Board now consists of Kurt, Latham and Jamie.

---

**From:** Maria Johnson <mariajohnson53@gmail.com>  
**Sent:** Thursday, November 16, 2023 12:36 PM  
**To:** Wendy Meyring <wendy@mpmjh.com>  
**Subject:** Re: Election.....

Can you show me how that works? All it says on the web site is that because Bob was appointed, his term ends when Jim's does. It doesn't say anything about being a month after. Just trying to understand.

On Thu, Nov 16, 2023 at 12:11 PM Wendy Meyring <[wendy@mpmjh.com](mailto:wendy@mpmjh.com)> wrote:

Bob's term ends on December 1st.

Wendy Meyring  
Mountain Property Management  
PO Box 2228  
[250 Veronica Lane](#)  
[Jackson, WY 83001](#)  
307-733-1684 x. 101

---

**From:** Maria Johnson <[mariajohnson53@gmail.com](mailto:mariajohnson53@gmail.com)>  
**Sent:** Thursday, November 16, 2023 12:10:02 PM

**To:** Wendy Meyring <[wendy@mpmjh.com](mailto:wendy@mpmjh.com)>  
**Subject:** Re: Election.....

Why would't it start as Bob's term ends

On Thu, Nov 16, 2023 at 12:08 PM Maria Johnson <[mariajohnson53@gmail.com](mailto:mariajohnson53@gmail.com)> wrote:

Why Dec 1st?

On Thu, Nov 16, 2023 at 11:29 AM Wendy Meyring <[wendy@mpmjh.com](mailto:wendy@mpmjh.com)> wrote:

Yes, Jamie's term will begin December 1<sup>st</sup>.

Wendy Meyring  
Mountain Property Management  
PO Box 2228  
[250 Veronica Lane](#)  
[Jackson, WY 83001](#)  
307-733-1684 x. 101

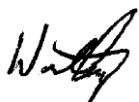
---

**From:** Worthy Johnson <[wjohnson@lawrencecapitalmgt.com](mailto:wjohnson@lawrencecapitalmgt.com)>  
**Sent:** Thursday, November 16, 2023 12:41 PM  
**To:** office@skylineranchisd.com; Wendy Meyring <wendy@mpmjh.com>  
**Subject:** SRISD Resolution #2023-1

Team SRISD Board & MPM,

According to the website-see below-Bob Nelson is only the Treasurer, yet he signs a Resolution-see also URL below- as both the Treasurer and Secretary?

Who is confused here?



## Board Members

The Skyline Improvement and Service District board is comprised of three elected officers for four-year terms.

Communicating with the Board & Getting Topics on the Agenda please send an email to [info@skylineranchisd.com](mailto:info@skylineranchisd.com). It will be viewed by all board members. If you have any items you'd like to address to please email us at least two weeks before the next board meeting to get it on the agenda.

Skyline ISD Email List Serve  
You may email, [info@skylineranchisd.com](mailto:info@skylineranchisd.com) to be added to the listserv.

Office / Billing / Water Meter Readings  
Please email, [office@skylineranchisd.com](mailto:office@skylineranchisd.com), for any billing questions or to submit Water Meter Readings.

Board Members  
Kurt Harland  
Chairman  
Latham Jenkins  
Secretary  
Bob Norton  
Treasurer

Finance Committee  
Latham Jenkins, Chair  
John Goldstein  
Jamie Streater  
Michael Minter

Infrastructure Committee  
Bob Norton, Chair  
John Willott  
Jeff Anderson

### Resolution #2023-1:

[https://www.skylineranchisd.com/files/ugd/fd080d\\_cee614dea3e34be786af07cbff140cac.pdf](https://www.skylineranchisd.com/files/ugd/fd080d_cee614dea3e34be786af07cbff140cac.pdf)

---

**From:** Maria Johnson <[mariajohnson53@gmail.com](mailto:mariajohnson53@gmail.com)>

**Sent:** Thursday, November 16, 2023 1:37 PM

**To:** Wendy Meyring <[wendy@mpmjh.com](mailto:wendy@mpmjh.com)>

**Subject:** Re: Election.....

Thank you for the clarification

On Thu, Nov 16, 2023 at 1:30 PM Wendy Meyring <[wendy@mpmjh.com](mailto:wendy@mpmjh.com)> wrote:

The board voted to have the terms begin on December 1<sup>st</sup> of each year. Because the district's elections align with federal/state/county elections the terms could begin in January. But, the board previously decided that December 1<sup>st</sup> would be a better date to allow a new board member to start the year in the position.

Wendy Meyring  
Mountain Property Management

PO Box 2228

[250 Veronica Lane](#)

[Jackson, WY 83001](#)

307-733-1684 x. 101

---

**From:** Worthy Johnson <[wjohnson@lawrencecapitalmgt.com](mailto:wjohnson@lawrencecapitalmgt.com)>

**Sent:** Thursday, November 16, 2023 3:01 PM

**To:** [office@skylineranchisd.com](mailto:office@skylineranchisd.com); [wendy@mpmjh.com](mailto:wendy@mpmjh.com)

**Cc:** [mariajohnson53@gmail.com](mailto:mariajohnson53@gmail.com)

**Subject:** Addition to 16 November 2023 SRISD Agenda

**Importance:** High

Worthy Johnson again requests that the Agenda include the repayment of \$42.15 that was promised the lot owners of 3-30 for the Board's inexcusable inclusion of the \$84.30 onto the Johnson's 2022-2023 Property Tax bill. We put in our own water meter under the SRISD Board's guidance back in 2020 and were told subsequently we would be no part of the "Water Meter Project" by the Board. It is inexcusable for the Board to simply table the refund because Bob Norton "has changed his mind!" He already reimbursed the first half when half the property taxes were due last year! He still h











# Skyline Minutes 11-16-2023

Final Audit Report

2023-12-18

Created:	2023-12-18
By:	Mountain Property Management (info@mpmjh.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAZn_0jn8UM5GpH5e6yEN57mqg8RMu-J1M

## "Skyline Minutes 11-16-2023" History

-  Document created by Mountain Property Management (info@mpmjh.com)  
2023-12-18 - 5:10:07 PM GMT- IP address: 207.183.166.24
-  Document emailed to Bob Noton (bobnorton51@gmail.com) for signature  
2023-12-18 - 5:15:02 PM GMT
-  Email viewed by Bob Noton (bobnorton51@gmail.com)  
2023-12-18 - 6:00:05 PM GMT- IP address: 66.102.6.129
-  Document e-signed by Bob Noton (bobnorton51@gmail.com)  
Signature Date: 2023-12-18 - 6:01:10 PM GMT - Time Source: server- IP address: 184.167.32.75
-  Document emailed to Kurt Harland (kurt@bhhsjacksonhole.com) for signature  
2023-12-18 - 6:01:12 PM GMT
-  Email viewed by Kurt Harland (kurt@bhhsjacksonhole.com)  
2023-12-18 - 6:33:17 PM GMT- IP address: 66.102.6.151
-  Document e-signed by Kurt Harland (kurt@bhhsjacksonhole.com)  
Signature Date: 2023-12-18 - 6:33:42 PM GMT - Time Source: server- IP address: 72.175.144.94
-  Agreement completed.  
2023-12-18 - 6:33:42 PM GMT