

SKYLINE RANCH IMPROVEMENT AND SERVICE DISTRICT MINUTES OF MEETING

September 8, 2016

A public meeting of the Directors of the Skyline Ranch Improvement and Service District was held on September 8, 2016, at 5:30 p.m. at the office of Nelson Engineering in Jackson, Wyoming.

The following Directors, constituting a quorum, were present: Kurt Harland, Bob Norton, and Renée Glick. Homeowners also in attendance were: Christine Thulin, Arne Johanson, Jim Ambler, and Jim Lewis.

Kurt served as Chairman, Bob served as Vice-Chairman, and Renée served as Treasurer.

Kurt called the meeting to order.

Bob made a motion to approve the August minutes. Renée seconded the motion and the minutes were approved.

The Board reviewed the September Treasurer's Report, and the August bills. Bob made a motion to approve the Treasurer's Report and payment for the bills. Kurt seconded the motion and the Treasurer's Report and bills were approved.

Jim Lewis: Can the District add an additional light to the entrance? How were inaccurate readings recalculated for homeowners? What is the policy for homeowners who don't pay? Chris Thulin: When was the water policy created? Has the policy been implemented? Jim Lewis: Concerned about foresight into parking in Skyline with the upcoming Solar Eclipse next summer.

Kurt made a motion to approve application for payment to Evans Construction for Road Chip Seal project. Bob seconded the motion. Renée asked if the scope of work was completed? Bob informed the Board yes and the road would smooth out after the winter with snow plowing. Kurt called for a vote: Yea: (3) Kurt, Bob, Renée. Chris Thulin: concerned about the construction activity on the road and wants to know how long before the road sealer hardens.

Bob made a motion to approve substantial completion date of 8-20-16 for the Road Chip Seal project. Kurt seconded the motion. Kurt called for a vote: Yea;(3) Kurt, Bob, Renée.

Bob made a motion to transfer \$24,641.65 from Operating account to Road reserve and \$31,165.43 from Operating account to Water reserve for FYE 2016. Kurt seconded the motion and called for a vote: Yea: (3) Kurt, Bob, Renée.

Bob made a motion to transfer \$116,000.00 from Road reserve to Operating account for the Road Chip Seal project. Renée seconded the motion and the motion passed.

Chris Thulin: Did every homeowner pay the past water assessment from their taxes for the well? How can homeowners add items to the agenda? Can the procedure to adding items to the agenda go onto the website?

The Board reviewed Jim Lewis' memo regarding public meeting law. Bob agrees with public meeting law, but disagrees with Jim's note regarding how Warren Machol's notes were received. Bob informed Jim that Warren's notes were handed to the bookkeeper after the meeting so they were not entered into that month's minutes. They were then submitted at the next meeting and entered into the minutes. Jim Lewis: concerned that records need to be available when requested. Suggests that the applicant requesting the records pay for the time in researching the request if above and beyond. Jim does not agree with the executive meeting for appointing the ARC. Chris Thulin: concerned that Warren Machol's presentation was not properly reflected in the minutes. Arne Johanson: sees frustration on both the Board and homeowners. Suggests to make a one-point contact to keep homeowner concerns in a clear procedure. Example of other HOA there is a central point receiving information then it distributes to the Board whom then makes final decisions. Jim Lewis: Will there be a follow up to homeowners on procedure? Chris Thulin: Could a homeowner volunteer to help with items? Arne Johanson: describes attending a meeting 3 years ago where communication was poor. He now sees the meetings as getting even worse with communication. Jim Lewis: will volunteer to help with the leg work on researching hiring a central point of contact for the District.

Renée informed the Board that the yield sign needs to be moved from Killdeer to NW Ridge Rd.

The Board reviewed the 12 election nominations for Jim Lewis. Bob made a motion to put Jim Lewis on the upcoming election ballot. Kurt seconded the motion and called for a vote: Yea: (3) Kurt, Bob, Renée. Jim Lewis signed the application for election.

The Board reviewed lot 3-17 Hunt, requesting approval of driveway construction plans submitted. Bob made a motion to approve the driveway. Kurt seconded the motion and called for a vote: Yea: (3) Kurt, Bob, Renée.

The Board discussed the 2 bids (Yellow Iron and Westwood Curtis) received to replace the curbstop at lot 2-7b Boeder. Bob made a motion to hire Westwood Curtis. Kurt seconded the motion.

The Board reviewed lot 17 Helm, requesting approval of submitted plans. Bob informed the Board that the plans were incomplete. The Board is requesting more detailed plans with materials and an exterior lighting plan. Bob will follow up with Helm.

The Board reviewed lot 3-23 Norton, requesting approval of shed plans. Bob recused himself from the vote. Kurt made a motion to approve the shed. Renée seconded the motion.

The Board discussed the Architectural Review Committee. Bob made a motion to appoint Knoke, Linton, Thulin, Willot, and Karns to the Skyline Ranch ARC with rotating terms of 4 year, 3 year, 2 year, and (2) 1 year for the members. Chris Thulin: requests that the ARC have input in regards to the member's terms. Bob restated his motion to include that ARC members shall decide whom to assign to each term and that subsequent appointments shall be 4 year terms to be appointed in December. Kurt seconded the full motion and called for a vote: Yea: (3) Kurt, Bob, Renée.

Kurt informed the Board that Villame wanted to know if there are any Board recommendations on water lines and meters? He needs to replace his and would like to coordinate with a Board member to shut off water.

Chris Thulin: asked if the Goldsteins had paid for the water hook up fee? How many times has the Board discussed switching to a radiofeed water meter reading system? How many years out would it be if approved?

Chris Thulin: asked for an overview of water usage in the District in regard to the wells. Bob informed the Board that the District should start the process for acquiring an easement from neighboring property for well #3 due to the amount of water usage. Arne Johanson and Jim Lewis: asked about a tiered water usage cost system.

Kurt adjourned the meeting.

The Treasurer's Report indicates that as of September 8, 2016, the District has account balances totaling \$437,542.61.

Approved:  Attest: 