

**SKYLINE RANCH IMPROVEMENT AND SERVICE DISTRICT
MINUTES OF MEETING**

July 16, 2012

A public meeting of the Directors of the Skyline Ranch Improvement and Service District was held on July 16, 2012, at 5:30 p.m. at the office of Nelson Engineering in Jackson, Wyoming.

The following Directors, constituting a quorum, were present:

Fred Staehr Bob Norton

Fred served as Chairman and Bob served as Vice-Chairman.

Fred called the meeting to order.

The Board reviewed the June minutes. As Kurt was not in attendance, the minutes could not be approved.

The Board reviewed the July Treasurer's Report, and the June bills. Bob made the finding that Skyline Ranch I&SD was within budget. Bob made a motion to approve the Treasurer's Report and payment for the bills. Fred seconded the motion and the Treasurer's Report and bills were approved.

The Board reviewed the invoice from Hole Weed Control. The special weed spraying for lot 4-3 will be billed for reimbursed ^{next} on the next water bill with a note. Fred will contact Teton County for reimbursement for general weed spraying. *FRN*

Bob updated the Board regarding the Road Overlay Project. Evans paving schedule has been delayed until the first part of August due to Lower Valley Energy. Lower Valley Energy is upgrading their power lines and installing new gas lines in the First Filing. Century Link is also upgrading their lines in the same trench.

The Board reviewed the invoice from Evans for the Road Overlay Project "work complete as of 6-27-12." Bob made a motion for payment. Fred seconded the motion and payment was approved.

Bob made a motion to suspend the general meeting. Fred seconded the motion and the meeting was suspended.

Fred called the Budget Hearing meeting to order at 6:00 pm.

The Board opened the meeting to public comment. There was no public comment.

Fred made a motion to adjourn the Budget Hearing meeting. Bob seconded the motion and the Budget Hearing Meeting was adjourned.

Fred reconvened the general meeting at 6:03 pm.

The Board reviewed the 2012-2013 Budget. Bob made a motion to approve the Budget. Fred seconded the motion and the Budget was approved.

As there was no further business, Fred declared the meeting adjourned.

The Treasurer's Report indicates that as of July 16, 2012, the District has account balances totaling \$600,142.39.

The next meeting will be held on Thursday, August 9, 2012, at 5:30 p.m. at Nelson Engineering.

Approved: _____

Robert R. Norton

Attest: _____

Fred Staehr

**SKYLINE RANCH IMPROVEMENT AND SERVICE DISTRICT
MINUTES OF MEETING**

August 9, 2012

A public meeting of the Directors of the Skyline Ranch Improvement and Service District was held on August 9, 2012, at 5:30 p.m. at the office of Nelson Engineering in Jackson, Wyoming.

The following Directors, constituting a quorum, were present:
Bob Norton Kurt Harland

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

Bob called the meeting to order.

The Board reviewed the July minutes. As Fred was not in attendance, the minutes could not be approved. The Board reviewed the June minutes. Kurt made a motion to approve the minutes. Bob seconded the motion and the June Minutes were approved.

The Board reviewed Application for Payment #2 from Evans for the Road Overlay Project "work complete as of 7-27-12." Kurt made a motion for payment. Bob seconded the motion and payment was approved.

The Board reviewed the August Treasurer's Report, and the July bills. Bob made the finding that Skyline Ranch I&SD was within budget. 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.

Kurt made a motion to send a note in the next mailing to remind homeowner's to email their current email addresses if they would like to be updated on the road overlay. Bob seconded the motion and Carly will send a note with next mailing.

Bob updated the Board regarding the Road Overlay Project. Warren Machol is requesting that the District fix the water drainage problem on his property. Kurt and Bob will meet at Machol's property to discuss options.

Bob informed the Board that Lewis Parker had called regarding a noisy water hammer in his pipes and low pressure. The Board discussed a possible solution is to schedule staggered times for the automated irrigation systems in the neighborhood. Currently most homeowner's have them set to operate at the same time.

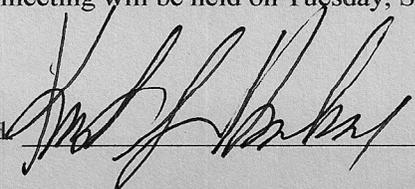
Kurt made a motion to begin estimating Thulin's water usage as a current water meter reading has not been received. Bob seconded the motion and Thulin's water usage will be estimated until a reading is received.

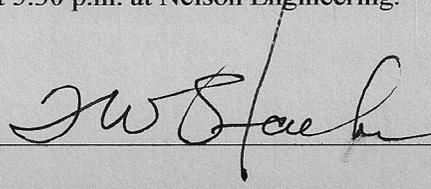
The Board set an election date for November 6, 2012, will send out letters soliciting nominations for directors, and will publish a Notice of Election.

As there was no further business, Bob declared the meeting adjourned.

The Treasurer's Report indicates that as of August 9, 2012, the District has account balances totaling \$568,466.72.

The next meeting will be held on Tuesday, September 11, 2012, at 5:30 p.m. at Nelson Engineering.

Approved: 

Attest: 

**SKYLINE RANCH IMPROVEMENT AND SERVICE DISTRICT
MINUTES OF MEETING**

September 11, 2012

A public meeting of the Directors of the Skyline Ranch Improvement and Service District was held on September 11, 2012, at 5:30 p.m. at the office of Nelson Engineering in Jackson, Wyoming.

The following Directors, constituting a quorum, were present:
Fred Staehr Bob Norton Kurt Harland

Fred Served as Chairman, Bob served as Vice-Chairman and Kurt served as Treasurer.

Fred called the meeting to order.

Fred and Bob reviewed the July minutes. Fred made a motion to approve the minutes. Bob seconded the motion and the July minutes were approved.

The Board reviewed the August minutes. Kurt made a motion to approve the minutes. Bob seconded the motion and the August minutes were approved.

Kurt made a motion to send a letter to the Teton County Pathways' coordinator regarding The District's access to the future pathway along Hwy 22. Fred seconded the motion and Kurt will send a letter.

The Board reviewed the Application for Payment #3 from Evans for the Road Overlay Project "work complete as of 9-4-12." Fred made a motion for payment. Kurt seconded the motion and payment was approved.

Kurt opened a Bank Statement.

Bob updated the Board on the Road Overlay Project.

The Board reviewed the September Treasurer's Report, and the August bills. Bob made the finding that Skyline Ranch I&SD was within budget. 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.

Fred made a motion to paint the speed bump & get a price to center stripe West Ridge Rd and Killdeer Intersection to Tananger. Kurt seconded the motion and Bob will get price.

Kurt made a motion for advertisement for Notice of Final Acceptance of Payment on the Road Overlay Project. Fred seconded the motion and the Bob will place the advertisement in the local newspaper.

As there was no further business, Fred declared the meeting adjourned.

The Treasurer's Report indicates that as of September 11, 2012, the District has account balances totaling \$221,280.89.

The next meeting will be held on Thursday, October 11, 2012, at 5:30 p.m. at Nelson Engineering.

Approved: _____

Fred Staehr

Attest: _____

Robert K. Norton

**SKYLINE RANCH IMPROVEMENT AND SERVICE DISTRICT
MINUTES OF MEETING**

October 11, 2012

A public meeting of the Directors of the Skyline Ranch Improvement and Service District was held on October 11, 2012, at 5:30 p.m. at the office of Nelson Engineering in Jackson, Wyoming.

The following Directors, constituting a quorum, were present:

Fred Staehr Bob Norton Kurt Harland

Fred Served as Chairman, Bob served as Vice-Chairman and Kurt served as Treasurer.

Fred called the meeting to order.

The Board reviewed the September minutes. Bob made a motion to approve the minutes. Fred seconded the motion and the September minutes were approved.

The Board reviewed the October Treasurer's Report, and the September bills. Fred made the finding that Skyline Ranch I&SD was within budget. Kurt 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.

Fred brought a check from the Teton Conservation District to reimburse Skyline for noxious weed control.

Kurt informed The Board about his attendance at a Teton County Pathways' meeting. Kurt was advised to look to federal grants if seeking a tunnel at the entrance of Skyline to access a future pathway along Hwy 22.

Bob presented to The Board a Description of The District's Water System, Well Production Data, Water Policies, and a Map of the system.

The Board reviewed bids for Snow Removal from Wyoming Landscape Maintenance and Evans Construction. Kurt will follow up with Wyoming Landscape Maintenance and Bob will follow up with Evans Construction as more information was needed. The bid will be awarded at a later date. (10-23-12: The Board awarded the bid to Evans Construction for a three year contract consisting of an annual bid amount of \$16,605.)

The Board appointed election Judges; Fred and Kurt.

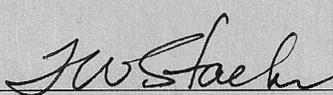
The Board accepted the received nomination for Robert Norton.

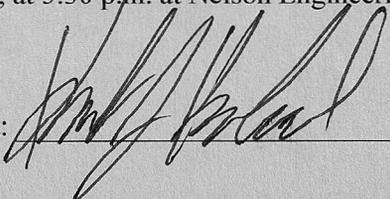
Carly will mail out the ballots with Robert Norton as a candidate for re-election. She will also publish a Notice of Election in the Newspaper.

As there was no further business, Fred declared the meeting adjourned.

The Treasurer's Report indicates that as of October 11, 2012, the District has account balances totaling \$216,449.63.

The next meeting will be held on Thursday, November 8, 2012, at 5:30 p.m. at Nelson Engineering.

Approved: 

Attest: 

**SKYLINE RANCH IMPROVEMENT AND SERVICE DISTRICT
MINUTES OF MEETING**

November 8, 2012

A public meeting of the Directors of the Skyline Ranch Improvement and Service District was held on November 8, 2012, at 5:30 p.m. at the office of Nelson Engineering in Jackson, Wyoming.

The following Directors, constituting a quorum, were present:
Fred Staehr Bob Norton Kurt Harland

Fred Served as Chairman, Bob served as Vice-Chairman and Kurt served as Treasurer.

Fred called the meeting to order.

The Election Judges, Kurt and Fred, reviewed the returned ballots. The results are as follows: 149 ballots were mailed, 70 ballots were received, 0 ballots were spoiled, 64 ballots were not returned in time, and 15 ballots were undeliverable. Of the 70 ballots cast, 70 votes were for Robert Norton. Bob was elected for a new 4 year term. Bob made a motion to appoint Fred as Chairman, himself as Vice-Chairman, and Kurt as Treasurer. Kurt seconded the motion and the positions were appointed.

The Board reviewed the October minutes. Fred made a motion to approve the minutes. Bob seconded the motion and the minutes were approved.

The Board reviewed the November Treasurer's Report, and the October bills. Fred made the finding that Skyline Ranch I&SD was within budget. Fred made a motion to approve the Treasurer's Report and payment for the bills. Bob seconded the motion and the Treasurer's Report and bills were approved.

Bob updated The Board on the Road Overlay Project. He presented the change order from Evans Construction on the Force Account. Kurt made a motion to approve the change order. Fred seconded the motion and the change order was approved.

The Board discussed the Entrance posts. The Board will look into replacing the posts in the spring of 2013.

As there was no further business, Fred declared the meeting adjourned.

The Treasurer's Report indicates that as of November 8, 2012, the District has account balances totaling \$222,564.31.

The next meeting will be held on Thursday, December 13, 2012, at 5:30 p.m. at Nelson Engineering.

Approved:  _____

Attest:  _____

**SKYLINE RANCH IMPROVEMENT AND SERVICE DISTRICT
MINUTES OF MEETING**

December 13, 2012

A public meeting of the Directors of the Skyline Ranch Improvement and Service District was held on December 13, 2012, at 5:30 p.m. at the office of Nelson Engineering in Jackson, Wyoming.

The following Directors, constituting a quorum, were present:
Fred Staehr Bob Norton Kurt Harland

Fred Served as Chairman, Bob served as Vice-Chairman and Kurt served as Treasurer.

Bob called the meeting to order.

The Board reviewed the November minutes. Bob made a motion to approve the minutes. Kurt seconded the motion and the minutes were approved.

The Board reviewed the Final Application for Payment #4 from Evans for the Road Overlay Project "work complete as of 10-26-12." Fred made a motion for payment. Kurt seconded the motion and payment was approved.

The Board reviewed the December Treasurer's Report, and the November bills. Bob made the finding that Skyline Ranch I&SD was within budget. 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.

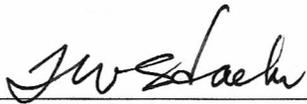
Bob made a motion not to redeem the Patronage Capital Certificate from Lower Valley Energy. Fred seconded the motion and the Certificate will not be redeemed.

As there was no further business, Fred declared the meeting adjourned.

The Treasurer's Report indicates that as of December 13, 2012, the District has account balances totaling \$195,989.87.

The next meeting will be held on Thursday, January 10, 2012, at 5:30 p.m. at Nelson Engineering.

Approved: _____



Attest: _____



**SKYLINE RANCH IMPROVEMENT AND SERVICE DISTRICT
MINUTES OF MEETING**

January 16, 2013

A public meeting of the Directors of the Skyline Ranch Improvement and Service District was held on January 16, 2013, at 5:30 p.m. at the office of Nelson Engineering in Jackson, Wyoming.

The following Directors, constituting a quorum, were present:

Fred Staehr Bob Norton Kurt Harland

Fred Served as Chairman, Bob served as Vice-Chairman and Kurt served as Treasurer.

Fred called the meeting to order.

The Board reviewed the December minutes. Fred made a motion to approve the minutes. Bob seconded the motion and the minutes were approved.

The Board reviewed the January Treasurer's Report, and the December bills. Bob made the finding that Skyline Ranch I&SD was within budget. Bob made a motion to approve the Treasurer's Report and payment for the bills. Fred seconded the motion and the Treasurer's Report and bills were approved.

As there was no further business, Fred declared the meeting adjourned.

The Treasurer's Report indicates that as of January 16, 2013, the District has account balances totaling \$225,814.51.

The next meeting will be held on Monday, February 11, 2013, at 5:30 p.m. at Nelson Engineering.

Approved: _____

Fred Staehr

Attest: _____

Robert H. Norton

**SKYLINE RANCH IMPROVEMENT AND SERVICE DISTRICT
MINUTES OF MEETING**

February 11, 2013

A public meeting of the Directors of the Skyline Ranch Improvement and Service District was held on February 11, 2013, at 5:30 p.m. at the office of Nelson Engineering in Jackson, Wyoming.

The following Directors, constituting a quorum, were present:
Fred Staehr Bob Norton

Fred Served as Chairman and Bob served as Vice-Chairman.

Fred called the meeting to order.

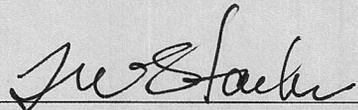
The Board reviewed the January minutes. Fred made a motion to approve the minutes. Bob seconded the motion and the minutes were approved.

The Board reviewed the February Treasurer's Report, and the January bills. Bob made the finding that Skyline Ranch I&SD was within budget. Bob made a motion to approve the Treasurer's Report and payment for the bills. Fred seconded the motion and the Treasurer's Report and bills were approved.

As there was no further business, Fred declared the meeting adjourned.

The Treasurer's Report indicates that as of February 11, 2013, the District has account balances totaling \$234,689.27.

The next meeting will be held on Thursday, March 14, 2013, at 5:30 p.m. at Nelson Engineering.

Approved: 

Attest: 

**SKYLINE RANCH IMPROVEMENT AND SERVICE DISTRICT
MINUTES OF MEETING**

March 14, 2013

A public meeting of the Directors of the Skyline Ranch Improvement and Service District was held on March 14, 2013, at 5:30 p.m. at the office of Nelson Engineering in Jackson, Wyoming.

The following Directors, constituting a quorum, were present:

Fred Staehr Bob Norton Kurt Harland

Fred Served as Chairman, Bob served as Vice-Chairman, and Kurt served as Treasurer.

Fred called the meeting to order.

The Board reviewed the February minutes. Bob made a motion to approve the minutes. Fred seconded the motion and the minutes were approved.

The Board reviewed the March Treasurer's Report, and the February bills. Bob made the finding that Skyline Ranch I&SD was within budget. 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.

Kurt informed the Board that Raynes is planning on reconstructing his driveway.

Kurt informed the Board that Mary Lohuis suggested placing "no idling" signs at the entrance. The Board discussed and found that they agree with the philosophy behind suggestion, but ultimately the signs will not be effective and will clutter the entrance.

The Board discussed the sell of lot 7 and missing mailing address. The Board obtained the address and Carly will follow up with a welcome letter to new owners.

The Board discussed preliminary Spring Cleanup plans. Teton County's Cleanup is scheduled for May 11th.

Bob informed the Board that Machol is investigating pricing from Silverstar on Fiber Optic.

As there was no further business, Fred declared the meeting adjourned.

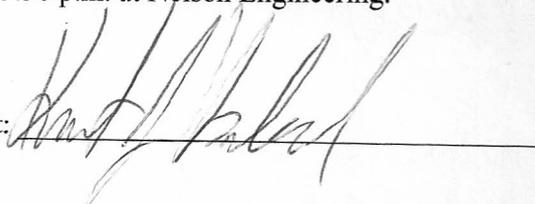
The Treasurer's Report indicates that as of March 14, 2013, the District has account balances totaling \$237,988.01.

The next meeting will be held on Thursday, April 11, 2013, at 5:30 p.m. at Nelson Engineering.

Approved: _____



Attest: _____



**SKYLINE RANCH IMPROVEMENT AND SERVICE DISTRICT
MINUTES OF MEETING**

April 11, 2013

A public meeting of the Directors of the Skyline Ranch Improvement and Service District was held on April 11, 2013, at 5:30 p.m. at the office of Nelson Engineering in Jackson, Wyoming.

The following Directors, constituting a quorum, were present:
Bob Norton Kurt Harland

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

Bob called the meeting to order.

The Board reviewed the March minutes. Bob made a motion to approve the minutes. Kurt seconded the motion and the minutes were approved.

The Board reviewed the April Treasurer's Report, and the March bills. Bob made the finding that Skyline Ranch I&SD was within budget. 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.

Bob made a motion to hire Trees, Inc. to sweep the roads at last year's rates. Kurt seconded the motion and Trees, Inc. will be hired to sweep the roads.

Bob informed the Board that Hibberd is concerned about that the edge of the overlay will fail without material filled against the edge. The Board discussed performing a warranty inspection of the roads in May. At that time the edges could be evaluated.

The Board reviewed the annual water report. The Board authorized 1 copy of the report to be inserted into the quarterly water billing. The report shall also be sent to any lot with water that may not receive quarterly bill.

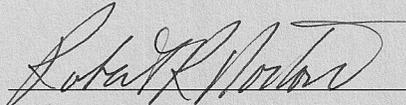
Bob will review the EPA Survey and report back to the Board.

Bob informed the Board that Lohuis asked if the District would allow a daily newspaper stand at entrance. The Board will discuss options.

As there was no further business, Bob declared the meeting adjourned.

The Treasurer's Report indicates that as of April 11, 2013, the District has account balances totaling \$237,737.31.

The next meeting will be held on Thursday, May 9, 2013, at 5:30 p.m. at Nelson Engineering.

Approved: 

Attest: 

**SKYLINE RANCH IMPROVEMENT AND SERVICE DISTRICT
MINUTES OF MEETING**

May 9, 2013

A public meeting of the Directors of the Skyline Ranch Improvement and Service District was held on May 9, 2013, at 5:30 p.m. at the office of Nelson Engineering in Jackson, Wyoming.

The following Directors, constituting a quorum, were present:
Fred Staehr Bob Norton Kurt Harland

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

Fred called the meeting to order.

The Board reviewed the April minutes. Bob made a motion to approve the minutes. Kurt seconded the motion and the minutes were approved.

The Board reviewed the May Treasurer's Report, and the April bills. Bob made the finding that Skyline Ranch I&SD was within budget. Bob made a motion to approve the Treasurer's Report and payment for the bills. Fred seconded the motion and the Treasurer's Report and bills were approved.

The Board reviewed income and expenses over the past year for budget planning. A preliminary budget for 2013-2014 will be discussed and approved at the June meeting.

Bob made a motion to inform the Assessor's office that the assessments from last year will remain in effect this year. Kurt seconded the motion and the assessments were approved.

Fred informed the Board that the district will be automatically re-enrolled in the Teton Conservation District Noxious Weed Cost-Share Program for 2013.

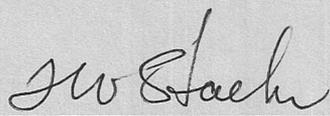
The Board set an election date of November 5th, 2013.

As there was no further business, Fred declared the meeting adjourned.

The Treasurer's Report indicates that as of May 9, 2013, the District has account balances totaling \$233,618.21.

The next meeting will be held on Thursday, June 13, 2013, at 5:30 p.m. at Nelson Engineering.

Approved: _____



Attest: _____



**SKYLINE RANCH IMPROVEMENT AND SERVICE DISTRICT
MINUTES OF MEETING**

June 13, 2013

A public meeting of the Directors of the Skyline Ranch Improvement and Service District was held on June 13, 2013, at 5:30 p.m. at the office of Nelson Engineering in Jackson, Wyoming.

The following Directors, constituting a quorum, were present:

Fred Staehr Bob Norton Kurt Harland

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

Fred called the meeting to order.

The Board reviewed the May minutes. Bob made a motion to approve the minutes. Fred seconded the motion and the minutes were approved.

The Board reviewed the June Treasurer's Report, and the May bills along with the addition of the Teton County Public Health bill. Fred made the finding that Skyline Ranch I&SD was within budget. Fred 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.

The Board discussed ideas for a connection to the future bike path along the highway. The Board agrees with the concept of such a project. The Board is open to public comment and welcomes any group of homeowners who would like to gather more information regarding a possible pathways connection, such as: Cost, Funding, and Time Frame. Kurt will contact Renee in response to her email.

The Board discussed possible Fiber Optic and Natural Gas options in the District.

Bob made a comment that any infrastructure in the District that incurs debt needs to be put to a vote from the homeowners. Bob then made a motion that any future infrastructure project other than Roads and Water, regardless of financing, would need to be put to a vote from the homeowners. Fred seconded the motion and the motion passed.

Bob made a motion to publish proposed budget for fiscal year 2013-2014 in JH News and Guide on 7-3-13. Kurt seconded the motion and the publication will be submitted by 6-28-13.

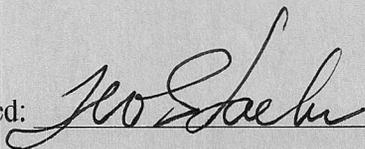
Bob made a motion to transfer \$67625.00 from the operating account to the Road Reserves and \$16810.00 from the operating account to the Water Reserves. Kurt seconded the motion and the transfer was approved.

As there was no further business, Bob declared the meeting adjourned.

The Treasurer's Report indicates that as of June 13, 2013, the District has account balances totaling \$246,216.37.

The next meeting will be held on Monday, July 15, 2013, at 5:30 p.m. and open to the public at 6:00 p.m. at Nelson Engineering.

Approved: _____



Attest: _____

