

CERTIFIED RECORD

OF

PROCEEDINGS OF THE BOARD OF DIRECTORS OF

SKYLINE IMPROVEMENT AND SERVICE DISTRICT

STATE OF WYOMING

HELD ON MARCH 21, 2023

RELATING TO A RESOLUTION

PROVIDING FOR AN ELECTION ON THE

QUESTION OF INCURRING INDEBTEDNESS OF THE DISTRICT

STATE OF WYOMING )  
 )  
COUNTY OF TETON ) ss.  
 )  
SKYLINE IMPROVEMENT AND )  
SERVICE DISTRICT )

A regular meeting of the Board of Directors of the Skyline Improvement and Service District, Teton County, State of Wyoming, was held on the 21st day of March 2024, convening at 4:00 P.M., at which time the following proceedings, among others, were had and taken.

The following members were present, constituting a quorum:

President/Chairman: Kurt Harland

Treasurer: Edward James Streator

Secretary: Latham Jenkins

Absent:

Thereupon the following proceedings, among others, were had and taken.

The following resolution was introduced and read by title only:

**RESOLUTION 2024-01**

**A RESOLUTION OF THE SKYLINE IMPROVEMENT AND SERVICE DISTRICT TO SUBMIT TO THE QUALIFIED VOTERS OF THE DISTRICT THE QUESTION OF AUTHORIZING THE DISTRICT TO INCUR INDEBTEDNESS, AT A MAIL BALLOT ELECTION TO BE HELD ON TUESDAY, JUNE 11, 2024.**

WHEREAS, Skyline Improvement and Service District (the “District”) is a duly created, organized, and existing improvement and service district and political subdivision of the State of Wyoming which provides, among other things, water for the residents of the District; and

WHEREAS, the District is in need of placing into service water well no. 4, replacing well pumps in water well nos. 2 and 3, upgrading electrical supply, replacing water transmission pipe and valves, and rehabilitating the water supply control storage tank (collectively, the “Water Supply Project”); and

WHEREAS, the District is authorized by this resolution of its Board to request approval of the Teton County Commissioners, and thereafter to submit to its qualified voters by mail ballot the proposition incurring indebtedness to finance the Water Supply Project; and

WHEREAS, the Board has determined that it would be in the best interest of the District to obtain a low interest (preferential) loan from the Wyoming State Land and Investment Board Drinking Water State Revolving Fund (the “DWSRF Loan”) to finance the Water Supply Project.

NOW THEREFORE BE IT RESOLVED by the Board of Directors of the Skyline Improvement and Service District as follows:

1. At a special election to be held by the District by mail ballot on Tuesday, June 11, 2024 (“Election Day”), there shall be submitted to the qualified electors and landowners of the District the proposition of incurring indebtedness in the form of the DWSRF loan in an aggregate principal amount not to exceed \$955,000 at a maximum interest rate not to exceed 2.5% per annum for a period not to exceed 20 years for the purpose of financing the Water Supply Project, to be paid by a special assessment to be imposed against property in the District.

2. The mail ballot election shall be held in accordance with Wyoming Statute § 22-29-101 et. seq. of the Special District Elections Act and in accordance with the rules promulgated by the Wyoming Secretary of State relating to special district elections.

3. The ballot shall set forth the following proposition (the “Proposition”):

Proposition No. 1:

“Shall Skyline Improvement and Service District (the “District”) be authorized to incur indebtedness in an aggregate principal amount not to exceed \$955,000 at a maximum rate of interest not to exceed 2.5% per annum for a period not to exceed 20 years, for the purpose of financing the costs of placing into service water well

no. 4, replacing well pumps in water well nos. 2 and 3, upgrading electrical supply, replacing water transmission pipe and valves, and rehabilitating the water supply control storage tank to be paid for by a special assessment to be imposed against property within the District?"

FOR THE PROPOSITION \_\_\_\_\_

AGAINST THE PROPOSITION \_\_\_\_\_

The ballots shall contain the same question as stated above, and the elector shall indicate his or her choice "FOR THE PROPOSITION" or "AGAINST THE PROPOSITION" by making a check mark next to the applicable words.

4. The Secretary of the District is authorized and directed to take all actions required by Wyoming Statutes and rules promulgated by the Wyoming Secretary of State to conduct the mail ballot election.

5. A Proclamation and Notice of Election (the "Proclamation") shall be submitted for publication on March 27, 2023 in the *Jackson Hole News and Guide* (which publication date is not more than 70 and not less than 90 days before the Election Day as required by Wyoming Statute § 22-29-110) setting forth the name of the District, the county in which the District is located, the date of the election, and a description of the ballot Proposition, as required by Wyoming Statute § 22-29-113(h). The Proclamation shall state that the election is a mail ballot election and further state that anyone entitled to vote shall receive a ballot with a return envelope and with the date and time that the ballot must physically be in the hands of the election official. The Offices of Mountain Property Management at 250 Veronica Lane, Jackson, Wyoming 83001 will also be open as a polling place from 9:00 a.m. to 2:00 p.m. on Election Day.

6. The Proclamation shall be in substantially the following form:

**PROCLAMATION AND NOTICE OF ELECTION**  
**SKYLINE IMPROVEMENT AND SERVICE DISTRICT,**  
**TETON COUNTY, STATE OF WYOMING**  
**TUESDAY, JUNE 11, 2024**

PUBLIC NOTICE IS HEREBY GIVEN that a Special Election shall be held on Tuesday, June 11, 2024 at which time there shall be submitted to the qualified electors and landowners of the Skyline Improvement and Service District the following questions:

**Proposition No. 1:**

“Shall Skyline Improvement and Service District (the “District”) be authorized to incur indebtedness in an aggregate principal amount not to exceed \$955,000 at a maximum rate of interest not to exceed 2.5% per annum for a period not to exceed 20 years, for the purpose of financing the costs of placing into service water well no. 4, replacing well pumps in water well nos. 2 and 3, upgrading electrical supply, replacing water transmission pipe and valves, and rehabilitating the water supply control storage tank to be paid for by a special assessment to be imposed against property within the District?”

FOR THE PROPOSITION \_\_\_\_\_

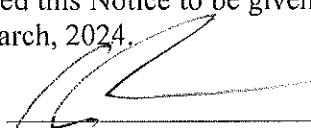
AGAINST THE PROPOSITION \_\_\_\_\_

This will be a mail ballot election. Everyone entitled to vote will receive a ballot in the mail and after voting, that ballot shall be returned in the return envelope provided by mail to Skyline Improvement and Service District, c/o Mountain Property Management, P.O. Box 2228, Jackson, Wyoming, 83001 or in person at offices of Mountain Property Management, 250 Veronica Lane, Jackson, Wyoming. It must be physically received by 5:00 P.M., Tuesday, June 11, 2024. Additionally, the offices of Mountain Property Management located at 250 Veronica Lane, Jackson, Wyoming will be open as a polling place from 9:00 a.m. to 2:00 p.m. on Tuesday, June 11, 2024. The ballots shall contain the same questions as stated above, and the elector/landowner shall indicate his or her choice “FOR THE PROPOSITION” or “AGAINST THE PROPOSITION” for each proposition by making a check mark next to the applicable words.

IN WITNESS WHEREOF, the Board of Directors of the Skyline Improvement and Service District, Teton County, State of Wyoming, has caused this Notice to be given by the Secretary of the District required by law, as of the 21st day of March, 2024.

Publish in: *Jackson Hole News and Guide*

Publish on: March 27, 2024

  
\_\_\_\_\_  
Latham Jenkins, Secretary of the  
Board of Directors of Skyline Improvement  
and Service District

7. No later than forty-five (45) days prior to election day, the secretary or the attorney for the District shall request from the Teton County Clerk a list of qualified electors residing within the District as required by Wyoming Statute § 22-29-116(a)(i).

8. No later than thirty (30) days prior to election day, the Teton County Clerk shall certify and submit to the election official of the District a list of qualified electors residing within the District as required by Wyoming Statute § 22-29-116(a)(ii).

9. No sooner than twenty five (25) days and no later than fifteen (15) days before the election day, the election official shall mail to each landowner who has filed a written authorization and request for a mail ballot and to each qualified elector entitled to vote in the mail ballot election, at the address last appearing in the registration records a mail ballot packet, which shall be marked "DO NOT FORWARD-ADDRESS CORRECTION REQUESTED", or any other similar statement which is in accordance with the United States postal service regulations, and shall also contain the statutorily required warning that criminal laws regulating the conduct of election apply with equal force to mail ballot elections.

ADOPTED AND APPROVED this 21st day of March, 2024.

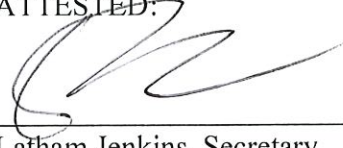
**SKYLINE  
IMPROVEMENT AND SERVICE  
DISTRICT**



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Kurt Harland, President  
Board of Directors

ATTESTED:



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Latham Jenkins, Secretary  
Board of Directors

The motion for the adoption of the foregoing resolution was duly made by Director \_\_\_\_\_ and seconded by Director \_\_\_\_\_.

The question being upon the adoption of said resolution, the roll was called with the following results:

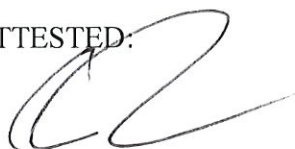
Those voting AYE:

Those voting NAY:

A majority of the members elected to the Board of Directors having voted for the passage and approval of the Resolution, the President declared the Resolution duly passed and adopted. After consideration of other business to come before the Board, the meeting was adjourned.

**SKYLINE  
IMPROVEMENT AND SERVICE  
DISTRICT**

ATTESTED:

  
\_\_\_\_\_  
Latham Jenkins, Secretary  
Board of Directors

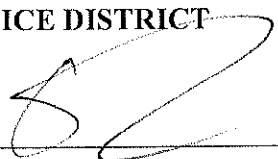
  
\_\_\_\_\_  
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Board of Directors

STATE OF WYOMING )  
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COUNTY OF TETON ) ss.  
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SKYLINE IMPROVEMENT AND )  
SERVICE DISTRICT )

I, Latham Jenkins, the undersigned, do hereby certify that I am duly qualified and acting Secretary of Skyline Improvement and Service District, Teton County, State of Wyoming, and that the attached and foregoing pages numbered 1 through 7, inclusive, constitute a true and correct copy of the original record of proceedings had and taken by the Board of Directors of the District at a regular meeting held on March 21, 2024, convening at 4:00 P.M., insofar as proceedings relate to a resolution providing for an election of the qualified voters of the District on the question of incurring indebtedness, all as said proceedings appear in the official records of the Board now in my possession. I further certify that said meeting was held at the time and place as set forth in said proceedings and that the persons named therein as being present were present and that to the best of my knowledge notice of the meeting was given and said meeting was conducted in compliance with and pursuant to Title 16, Chapter 4, W.S., relating to meetings of governmental agencies.

IN WITNESS WHEREOF, I have hereunto subscribed my name at Jackson, Wyoming this \_\_\_ day of March, 2024.

**SKYLINE IMPROVEMENT AND  
SERVICE DISTRICT**

  
\_\_\_\_\_  
Latham Jenkins, Secretary



# Skyline Improvement and Service District

## March 21, 2024 Meeting Agenda

Date: 3-21-2024

Time: 4:00 pm-6:00pm MST

Location: **Attendance via Remote Access** –

<https://us04web.zoom.us/join>, ID: 301 092 4055 or,

In person at the Mountain Property Management office - 250 Veronica Lane

Called by: The Board of Directors

### Agenda Topics

1. Call regular board meeting to order
2. Review and approve Board minutes of 2-15-2024
3. Changes to Agenda
4. Adoption of agenda
5. Public comment on items not appearing on agenda.
6. Correspondence received by District office
7. Review 8-month February actuals vs. full year FY 2023-2024 Budget
8. Review February 29, 2024, Treasury Report
9. Approve payment of invoices
10. Meter reading – frequency discussion
11. Backflow preventers update – 23 lots to be completed, 8 complete
12. Audit update
13. Well #4 easement – update
14. Local Government Liability Pool membership renewal – expires June 30, 2024 - \$500.00
15. Road/Water Expense Allocations  
Road/Water Split
  - a. Advertising – 40/60
  - b. Clerical – 40/60
  - c. Bonding – 50/50
  - d. Insurance – 50/50
  - e. Office Supplies – 50/50
  - f. Audit – 40/60
  - g. Website – 50/50
16. Resolution Providing for an Election on the Question of Incurring Indebtedness of the District
17. Next Board meeting – Thursday, April 18, 2024
18. Adjournment

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