

September 21, 2021

Wyoming State Lands and Investments Office
122 West 25th Street, Herschler Bldg, 3W
Cheyenne, WY 82002

ATTN: Jenifer Scoggin, Director

SUBJECT: Skyline Improvement and Service District Drinking Water State Revolving Fund Application

Dear Ms. Scoggin:

Enclosed is an application submitted in triplicate for a Wyoming Drinking Water State Revolving Loan for assistance with the funding of the Skyline ISD Metering Project along with one thumb-drive containing financial e-documents. The application presents a request for the necessary funds for the replacement of eighty-six 20+-year-old manual-read water meters at Skyline Ranch with new meters and an automatic radio read metering system.

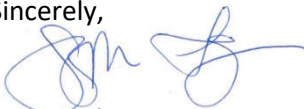
I would like to make special mention of a few items that may be of concern during your review:

- 1) The District's budget for the next fiscal year will not be approved until July of 2022. The 2021-2022 budget is enclosed.
- 2) A letter from the Teton County Assessor is enclosed confirming 2021/2022 assessments, as provided to her office in July 2021, including a list of the assessed properties. The deadline for submittal of the 2022/2023 assessments is the 4th Monday of May and that request will reflect the current assessments plus the special assessment to repay the DWSRF loan if approved.
- 3) The District does not yet have a Wyoming Wolfs number but one can be applied for if necessary for this application.

Any missing or incomplete items will all be forwarded to your office when available.

On behalf of the Skyline Improvement and Service District, I thank you in advance for your time and consideration with respect to this funding request. If you have any questions or require any additional information with regard to the application and supporting materials, please feel free to contact me or Josh Kilpatrick at (307) 733-2087.

Sincerely,



Suzanne Lagerman
Project Engineer

Enclosures

Entitled: A RESOLUTION AUTHORIZING SUBMISSION OF AN APPLICATION TO THE STATE LOAN AND INVESTMENT BOARD FOR A LOAN THROUGH THE STATE REVOLVING FUND ON BEHALF OF THE GOVERNING BODY FOR THE

SKYLINE IMPROVEMENT & SERVICE DISTRICT

(NAME OF APPLICANT)

FOR THE PURPOSE OF

SKYLINE ISD WATER METERING PROJECT TO REPLACE MANUAL READ METERS WITH AUTOMATIC RADIO READ METERING SYSTEM

(STATE TITLE AND PUPOSE OF PROJECT)

WITNESSETH

WHEREAS, the Governing Body for the

SKYLINE IMPROVEMENT & SERVICE DISTRICT

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desires to participate in the State Revolving Fund program to assist in financing this project; and

WHEREAS, the Governing Body for the

SKYLINE IMPROVEMENT & SERVICE DISTRICT

Autofill

recognized the need for the project: and

WHEREAS, the STATE REVOLVING FUND program required that certain criteria be met, as described in the State Loan and Investment Board's Rules and Regulations governing the program, and to the best of our knowledge this application meets those criteria; and

WHEREAS, the Governing Body of the

SKYLINE IMPROVEMENT & SERVICE DISTRICT

Autofill

plans to repay the requested STATE REVOLVING FUND LOAN from the following source(s) (DESCRIBE THE SOURCE OF ALL REPAYMENT FUNDS):

A SPECIAL ANNUAL ASSESSMENT FOR MEETING DEBT SERVICE

; and

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE

SKYLINE IMPROVEMENT & SERVICE DISTRICT

that a loan application in the amount of

\$145,000

State Loan and Investment Board for consideration at the State Loan and Investment Board meeting to assist in funding

OF THE SKYLINE ISD METERING PROJECT

(Name of project)

BE IT FURTHER RESOLVED, that

KURT HARLAND, CHAIRMAN AND JAMES E. LEWIS, TREASURER/SECRETARY

(Name and title of persons)

are hereby designated as the authorized representatives of the

SKYLINE IMPROVEMENT & SERVICE DISTRICT

Autofill

to act on behalf of the Governing Body on all matters relating to this loan application.

PASSED, APPROVED AND ADOPTED THIS

29TH day of JULY 2021.

Signature

Printed

Kurt Harland Chairman

KURT HARLAND, Chairman

Name & Title

Attest:

Signature

Printed

James E. Lewis Treasurer & Secretary

JAMES E. LEWIS Treasurer & Secretary

Name & Title

Applicant: SKYLINE IMPROVEMENT & SERVICE DISTRICT

Project Name: SKYLINE ISD METERING PROJECT

Date: Monday, September 20, 2021

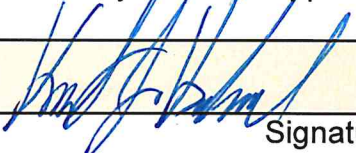
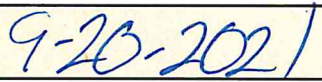
Address: PO BOX 3601
City: JACKSON
State: WYOMING
Zip Code: 83001
Phone: 307-413-2488
E-Mail: office@skylineranchisd.com
Fax: N/A
Federal EIN: 83-0291669
DUNS No.: 118163226

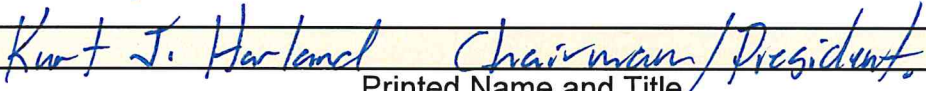
Contact Person: JIM LEWIS
Address: 655 MEADOWLARK ROAD
City: JACKSON
State: WYOMING
Zip Code: 83001
Phone: 307-413-0829
E-Mail: jamesl5546@gmail.com
Fax: N/A

Engineer Contact: JOSH KILPATRICK
Address: PO BOX 1599 430 SOUTH CACHE ST
City: JACKSON
State: WYOMING
Zip Code: 83001
Phone: 307-733-2087
E-Mail: jkilpatrick@nelsonengineering.net
Fax: 307-733-4179

Other: KURT HARLAND, CHAIRMAN SKYLINE ISD
Address: 3195 MALLARD ROAD
City: JACKSON
State: WYOMING
Zip Code: 83001
Phone: 307-413-6867
E-Mail: thekurtharland@gmail.com
Fax: 307-739-0766

I certify that I am authorized to sign this application on behalf of our governing body, and the applicant will comply with all appropriate requirements if approved. To the best of my knowledge and belief, the information in and submitted with this application is true and correct. I understand the State may review any relevant documents or instrument relating to the analysis of this application.

 Signature  Date

 Printed Name and Title

Applicant:

SKYLINE IMPROVEMENT & SERVICE DISTRICT

Project Name:

SKYLINE ISD METERING PROJECT

Which program are funds being requested from?

DWSRF

Project ranking on Intended Use Plan:

207

Population served by project:

258

Annual Median Household income:

\$84,678

Engineer's estimate of useful life of project:

20 years

Applicant requested loan term:

20 years

Detailed Project Description: (If project is needed to meet Federal or State health and/or safety requirement, the applicant must provide the specific health or safety requirements the project will address). Districts must include a statement the District owns the Sewer/Water system in its entirety.

The vast majority of water meters in Skyline Ranch are older than 20 years and do not provide automatic meter reading capability. The meters are positive displacement type, which requires fluid to mechanically displace components in the meter in order for flow measurement. The industry standard is to replace meters, or their mechanical components, every 20 years. Replacements are a result of worn-out parts and meter inaccuracies that favor an underestimation of actual flows.

Currently residents must report meter readings bi-annually to the SRISD for billing purposes, where the homeowner is required to gain access to crawl spaces and other tight spaces. This reporting system is problematic as it relies on the homeowner to provide accurate information, and it is difficult for homeowners, who may not be physically capable of gaining access to their meters. The SRISD Board believes that replacement of existing residential meters should be a high priority for streamlining meter reading collection, billing, and shoring up the amount of unaccounted water usage.

Residential water meters (86 each) are recommended for replacement along with the addition of a new metering system. The new system will provide remote read capability, including radio read meter registers, compatible with a handheld reader. The handheld reader will collect readings up to 400 feet from any road, making it practical for the operator to drive through subdivision roads and collect meter readings without exiting the vehicle. Data collected by the handheld meter reader will be readily downloadable to the operator's desktop computer for import to Microsoft Excel or any other billing software. Collection of monthly flows reading will provide a more accurate assessment of water usage for billing, leak detection downstream of the meter and comparison to well production.

The Skyline Improvement and Service District owns the water system in its entirety.

Questions 1-4 below are for Districts Only:

1. District formation documentation is attached:

YES

2. Date District Formed:

10/12/1989

3. Geographical Area:

Skyline Ranch is in an unincorporated area of Teton County and encompasses approximately 177.31 acres

4. Number and Types of Lots Served:

92 total lots: 86 residential, 4 vacant residential, and 2 common lots owned by the SISD

If you answer yes to any of the following questions, your project is Not eligible for funding from the SRF Program.

Does the project include the construction or rehabilitation of a dam or dams?

Is the project needed mainly for fire protection?

Will the project finance the expansion of a drinking water system to attract future population growth?

Please describe what led you to conclude the proposed project is needed.

The project is part of an approved Master Plan for our system.

We prepared a formal Engineering Report to address specific problem with our system. The proposed project was deemed the best alternative.

This is an emergency project. No formal engineering investigation/review was conducted.

Is the project creating, enhancing, or in compliance with a regionalization plan?

Please explain below:

N/A

What percentage of your existing water/sewer system connections will benefit from this project?

If the project results in additional water supply will more than 25% of the new water be devoted to commercial or industrial users?

If Yes, please provide details.

N/A

Describe the extent to which private developers or subdividers will benefit from the project.

N/A

PROJECT TIMELINE

Task	Date	Actual/Estimate
Design Project	02/14/22	ESTIMATE
Contract documents submitted to SRF Staff for approval	04/25/22	ESTIMATE
Apply for DEQ Permit to Construct	N/A	ESTIMATE
All permits, easements, Right of Ways approved or finalized/signed	N/A	ESTIMATE
Publish call for bids approved by SRF Staff	06/08/22	ESTIMATE
Construction start date	07/06/22	ESTIMATE
Substantial completion date	09/05/22	ESTIMATE
Construction end date	09/19/22	ESTIMATE

BEFORE THE BOARD OF COUNTY COMMISSIONERS

TETON COUNTY, WYOMING

IN THE MATTER OF THE SKYLINE)
IMPROVEMENT AND SERVICE) ORDER ESTABLISHING
DISTRICT) THE DISTRICT
_____)

The matter of the Petition for Organization of the Skyline Improvement and Service District was duly heard by the Teton County Board of Commissioners, and the Board of County Commissioners ordered that the question of the organization of the Skyline Improvement and Service District be submitted to the electors of the District at an election to be held for such purpose.

The judges of the election have filed with the Board of County Commissioners a Certificate of Election Results dated September 12, 1989, which shows that a majority of the votes cast at the election were in favor of the organization of the District and that a board of directors of the District was elected by vote of the electors.

IT IS THEREFORE ORDERED AND RESOLVED, pursuant to W.R.S. Section 18-12-101 et seq., that:

1. The District is hereby declared to be duly organized.
2. The name of the District shall be the "Skyline Improvement and Service District", and the District shall hereafter be known by such name in all proceedings. The boundaries of the District are described in Exhibit A hereto.
3. The board of directors of the District is hereby designated, as follows: Fred Staehr, to serve for a three year initial term; Bob Norton, to serve for a four year initial term; and Bob Marshall, to serve for a five year initial term.

4. Two copies of this Order shall be transmitted forthwith to the Secretary of State of the State of Wyoming.

DATED this 28 day of September, 1989.

BY THE TETON COUNTY BOARD OF COMMISSIONERS


By 

EXHIBIT A

DESCRIPTION OF SKYLINE IMPROVEMENT AND SERVICE DISTRICT

A parcel of land in the SE1/4NW1/4, NE1/4NW1/4, SW1/4NW1/4, NW1/4SW1/4, NE1/4SW1/4, SW1/4SW1/4, SE1/4SW1/4, SW1/4SE1/4, SE1/4SE1/4, NE1/4SE1/4, NW1/4SE1/4 of Section 25, T41N, R117W, Teton County, Wyoming, being more particularly described as follows:

Beginning at the southeast corner of said Section 25, monumented by a 2-inch galvanized iron pipe with a brass cap, said point being the southeast corner of Skyline Ranch, First Filing, a subdivision of record in the Office of the Teton County Clerk as Plat No. 185;

thence along the east boundary of said subdivision S00°10'E, a distance of 765.70 feet to the northeast corner of said subdivision, said northeast corner being on the southerly right-of-way line of Wyoming State Highway 22;
thence coursing the northeast boundary of said subdivision which is common to the southwest right-of-way of said State Highway as follows:

thence N69°41'W, 476.5 feet to a point tangent to a spiral curve to the right;

thence along said spiral curve through a central angle of 7°30', a distance of 309.8 feet to a point of circular curve to the right with a radius of 1220.9;

thence along said circular curve through a central angle of 28°10', a distance of 604.1 feet to a point.

thence N56°10'E along a line radial to a 1195.9 feet radius curve, concave to the northeast, a distance of 25 feet to a point on said curve;

thence northwesterly along said curve through a central angle of 6°48'10", a distance of 142.0 feet to a point, said point being the northwest corner of said subdivision;

thence, departing from said highway right-of-way, S46°09.9'E along the northwest boundary of said subdivision, a distance of 245.5 feet to a point;

thence N43°37.6'W, 29.16 feet to a point;

thence S47°47.3'W, 253.48 feet to a point on a curve to the right with a radius of 970 feet;

thence along said curve 98.76 feet through a central angle of 5°50' to a point;

thence S53°37.3'W, 117.72 feet to a point on the northeast boundary of Tract 2-1 of record in said Office in Book 42 of Photo on pages 539 to 543;

thence coursing the north and west boundaries of said Tract 2-1 as follows:

N59°12.2'W, 24.76 feet to a point;

thence S81°31.8'W, 163.12 feet to a point;

thence N81°53.7'W, 185.19 feet to a point;

thence S27°49.3'W, 220.20 feet to a point for the southwest corner of said Tract 2-1 identical with the northwest corner of Tract 2-2 of record in said Office in Book 42 of Photo on pages 534 to 538;

thence coursing the west boundary of said Tract 2-2 as follows:

S27°49.3'W, 220.20 feet to a point;

thence N79°58.7'W, 22.51 feet to a point for the west corner of said Tract 2-2 identical with the northeast corner of Tract 3-11 of record in said Office in Book 40 of Photo on pages 554 to 556;

thence coursing the north boundary of said Tract 3-11 as follows:

N79°56.7'W, 200.00 feet to a point;

thence S77°30.2'W, 90.77 feet to a point;

thence S50°51.2'W, 211.40 feet to a point for the northwest corner of said Tract 3-11 identical with the northeast corner of Tract 3-10 of record in said Office in Book 12 of Photo on pages 189 to 196;

thence S87°31.2'W, 76.75 feet along the north boundary of said Tract 3-10 to a point for the northwest corner of said Tract 3-10 identical with the east corner of Tract 3-9 of record in said Office in Book 17 of Photo on pages 182 to 185;

thence coursing the northeast boundary of said Tract 3-9 as follows:

N62°52.3'W, 69.32 feet to a point;

thence N32°21.3'W, 99.97 feet to a point for the northeast corner of said Tract 3-9 identical with the southeast corner of Tract 3-24 of record in said Office in Book 37 of Photo on pages 547 to 550;

thence coursing the east boundary of said Tract 3-24 as follows:

N45°47.2'E, 199.11 feet to a point;

thence N49°15.3'W, 205.60 feet to a point;

thence N11°30.3'W, 119.63 feet to a point for the north corner of said Tract 3-24 identical with the southeast corner of Tract 3-25 of record in said Office in Book 17 of Photo on pages 275 to 279;

thence N11°34.8'W, 173.20 feet along the east boundary of said Tract 3-25 to a point for the northeast corner of said Tract 3-25 identical with the southeast corner of Tract 3-26 of record in said Office in Book 46 of Photo on pages 283 to 296;

thence coursing the easterly boundary of said Tract 3-26 as follows:

N11°58.2'E, 139.88 feet to a point;

thence N17°22.8'W, 191.70 feet to a point for the northeast corner of said Tract 3-26 identical with the southeast corner of Tract 3-28 of record in said Office in Book 22 of Photo on pages 497 to 502;

thence coursing the east and north boundaries of said Tract 3-28 as follows:

N17°22.8'W, 33.88 feet to a point;

thence N17°16.9'W, 136.93 feet to a point;

thence N31°33.9'W, 126.66 feet to a point;

thence S68°00.1'W, 134.61 feet to a point;

thence N79°39.9'W, 44.67 feet to a point for corner on the north line of said Tract 3-28 identical with the southeast corner of Tract 3-30 of record in said Office in Book 59 of Photo on pages 463 to 471;

thence coursing the east boundary of said Tract 3-30 as follows:

N03°47.1'E, 120.51 feet to a point;

thence N25°49.1'E, 103.80 feet to a point;

thence N04°35.1'E, 67.05 feet to a point;

thence N17°07.9'W, 78.61 feet to a point;

thence N27°39.9'W, 104.11 feet to a point for the northeast corner of said Tract 3-30 identical with the southeast corner of Tract 3-32 of record in said Office in Book 52 of Photo on pages 229 to 240;

thence coursing the easterly boundary of said Tract 3-32 as follows:

N39°39.1'E, 48.15 feet to a point;

thence N58°00.1'E, 91.27 feet to a point;

thence N39°01.1'E, 63.34 feet to a point;

thence N11°25.0'E, 54.60 feet to a point;

thence N13°35.0'W, 49.87 feet to a point;

thence N52°52.0'W, 107.31 feet to a point;

thence N49°50.0'W, 111.00 feet to a point on the north line of the NE1/4SW1/4 of said Section 25 for the northeast corner of said Tract 3-32 identical with the southeast corner of Skyline Ranch, Second Filing, a subdivision of record in said Office as Plat No. 323, N89°12'W, 3436.63 feet from said east one-quarter corner;

thence coursing the east and north boundaries of said subdivision as follows:

N02°26.2'W, 160.24 feet to a point;

thence N20°47.6'W, 118.79 feet to a point;

thence N15°35.7'E, 118.01 feet to a point;

thence N14°38.6'W, 137.29 feet to a point;

thence N01°25.7'E, 325.94 feet to a point;

thence N04°38.2'E, 289.45 feet to a point;

thence N11°38.2'W, 141.98 feet to a point;

thence N61°43.0'W, 152.06 feet to a point;

thence N75°03.8'W, 108.26 feet to a point for the north corner of said subdivision;

thence coursing the west boundary of said subdivision as follows:

S38°06.2'W, 267.50 feet to a point;
thence S33°46.0'W, 141.61 feet to a point;
thence S13°20.5'W, 131.98 feet to a point;
thence S39°48.8'W, 199.28 feet to a point;
thence S33°47.8'W, 121.29 feet to a point;
thence S38°45.6'W, 110.41 feet to a point;
thence S11°22.6'W, 80.42 feet to a point;
thence S32°00.9'W, 110.09 feet to a point;
thence S04°03.6'W, 133.67 feet to a point;
thence S28°30.8'W, 166.19 feet to a point;
thence S25°48.9'W, 120.33 feet to a point for the southwest corner of
said subdivision identical with the northwest corner of Tract 3-4 of record in
said Office in Book 20 of Photo on pages 120 to 124;
thence coursing the west boundary of said Tract 3-4 as follows:

S15°53.0'W, 79.6 feet to a point;
thence S06°25.0'E, 83.72 feet to a point;
thence S33°39.0'E, 109.89 feet to a point;
thence S38°22.0'E, 182.77 feet to a point;
thence S06°53.0'E, 106.97 feet to a point;
thence S07°45.0'E, 81.22 feet to a point for the southwest corner of
said Tract 3-4 identical with the northwest corner of Tract 3-2 of record in
said Office in Book 12 of Photo on pages 146 to 155;
thence coursing the west boundary of said Tract 3-2 as follows:

S15°57.0'W, 107.77 feet to a point;
thence S13°26.0'W, 58.82 feet to a point;
thence S22°41.0'W, 73.94 feet to a point;
thence S01°28.0'W, 152.42 feet to a point;
thence S06°38.0'E, 130.52 feet to a point for the southwest corner of
said Tract 3-2 identical with the northwest corner of Tract 3-1 of record in
said Office in Book 8 of Photo on pages 171 to 178;
thence S19°39.2'W, 270.33 feet along the west boundary of said Tract 3-1
to a point for the southwest corner of said Tract 3-1 identical with the
northwest corner of Tract 3-5 of record in said Office in Book 43 of Photo on
pages 125 to 130;
thence coursing the west boundary of said Tract 3-5 as follows:

S30°36.0'W, 80.86 feet to a point;
thence S40°31.0'W, 66.91 feet to a point;
thence S71°24.0'W, 96.35 feet to a point for the southwest corner of
said Tract 3-5 identical with the northwest corner of Tract 3-13 of record in
said Office in Book 8 of Photo on pages 330 to 338;
thence coursing the northwest boundary of said Tract 3-13 as follows:

S67°10.0'W, 208.79 feet to a point;
thence S58°21.0'W, 120.42 feet to a point for the southwest corner of
said Tract 3-13 identical with the northwest corner of Tract 3-14 of record in
said Office in Book 8 of Photo on pages 321 to 329;
thence coursing the west boundary of said Tract 3-14 as follows:

S11°18.0'W, 195.73 feet to a point;
thence S32°08.0'W, 48.58 feet to a point;
thence S03°59.0'E, 143.91 feet to a point;
thence S20°27.0'E, 139.34 feet to a point;
thence S51°29.0'E, 101.20 feet to a point for the southwest corner of
said Tract 3-14 identical with the northwest corner of Tract 3-15 of record in
said Office in Book 40 of Photo on pages 261 to 265;
thence coursing the southwest boundary of said Tract 3-15 as follows:

S69°42.0'E, 62.42 feet to a point;
thence S81°53.0'E, 66.53 feet to a point;
thence S60°41.0'E, 99.71 feet to a point;
thence S00°08.0'W, 66.48 feet to a point;
thence S48°33.0'E, 95.02 feet to a point;
thence S58°16.0'E, 166.91 feet to a point for the southeast corner of
said Tract 3-15 identical with the southwest corner of Tract 3-16 of record in
said Office in Book 30 of Photo on pages 517 to 521;
thence coursing the south boundary of said Tract 3-16 as follows:

N76°30.0'E, 63.39 feet to a point;
thence N48°08.0'E, 76.26 feet to a point;
thence S60°09.0'E, 98.11 feet to a point;
thence S37°43.0'E, 168.31 feet to a point for the southeast corner of
said Tract 3-16 identical with a point for the west boundary of Tract 3-17 of
record in said Office in Book 63 of Photo on pages 298 to 306;
thence along the west boundary of said Tract 3-17, S13°33.0'W, 30.46
feet to a point for the southwest corner of said Tract 3-17, said point being
on the south line of the SW1/4SW1/4 of said Section 25;
thence S89°20.6'E along the south boundary of the SW1/4 of said Section
25, a distance of 1452.73 feet to the south one-quarter corner of said Section
25;
thence S89°23.4'E along the south boundary of the SE1/4 of said Section
25, a distance of 2673.37 feet, more or less, to the point of beginning.

Said parcel of land containing all of the Skyline Ranch - First Filing, Skyline
Ranch - Second Filing, and all of the individual tracts numbered 2-1 through
2-10, 3-1 through 3-33, and 3-35 which are commonly referred to as Skyline
Ranch.

CERTIFICATE OF SURVEYOR

I, Peter M. Jorgensen, of Jackson, Wyoming, hereby certify that this map represents the boundaries of the Skyline Improvement and Service District as marked on the ground.

Peter M. Jorgensen
1-31-90

Peter M. Jorgensen
Wyoming Professional Engineer and Land Surveyor No. 2612

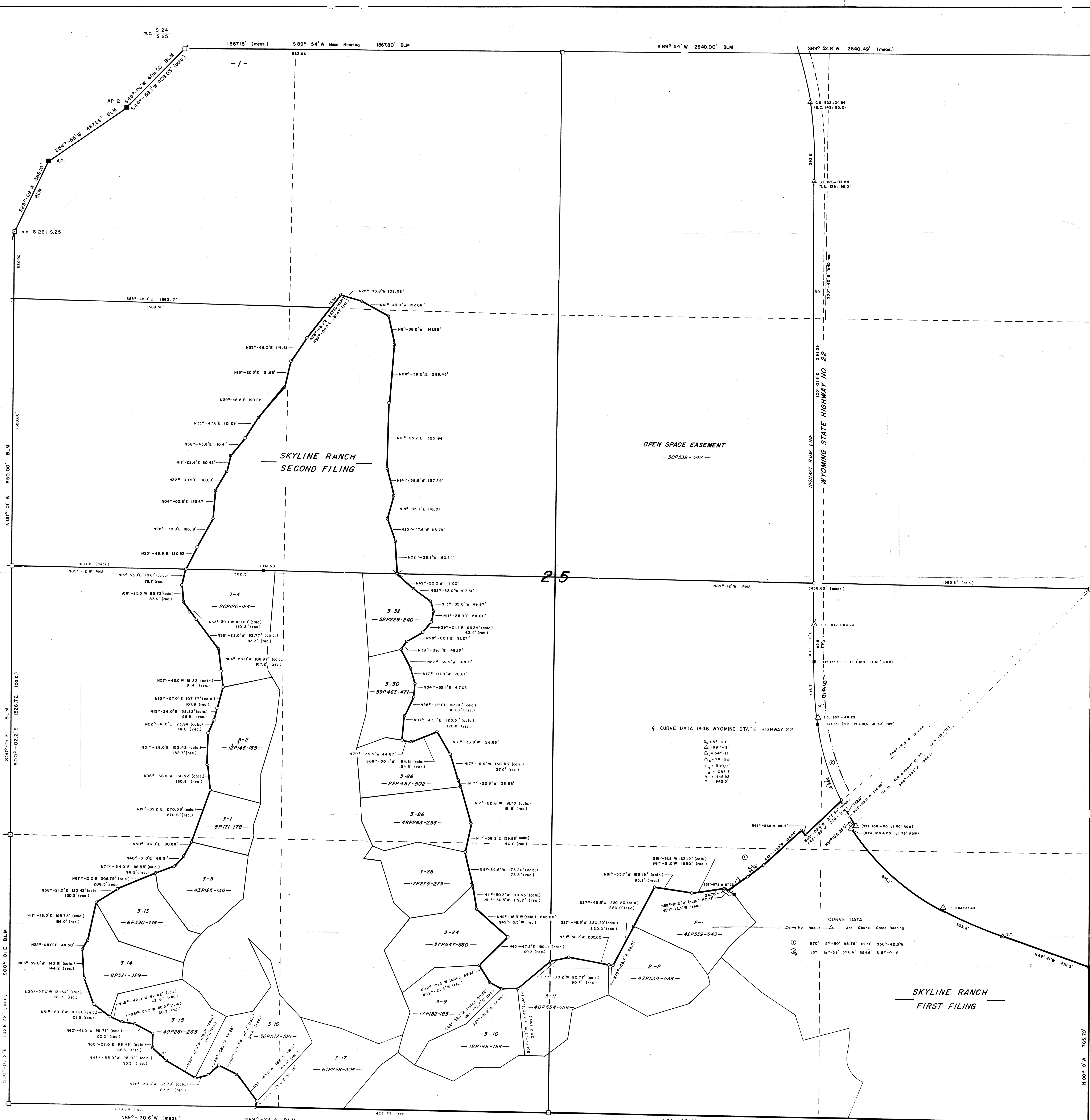
LEGEND

- indicates District boundary
- △ indicates a Wyoming Highway Dept. monument found
- indicates a 2" galvanized steel pipe with brass cap appropriately inscribed
- indicates a steel T-shaped stake at least 18" long with chrome cap inscribed "SURVEY POINT DO NOT DISTURB RLS 164"
- indicates a 3/8" x 12" steel spike
- () indicates a centerline station of Wyoming State Highway 22 - Wyo. Project No. S-15(1) as approved Aug. 6, 1946, referenced on R.O.W.
- indicates a Certified Land Corner Recordation Certificate filed

SCALE: 1" = 200'

SKYLINE IMPROVEMENT AND SERVICE DISTRICT BOUNDARY MAP

SECTION 25, T41N R117W
TETON COUNTY, WYOMING



Applicant: SKYLINE IMPROVEMENT & SERVICE DISTRICT

Project Name: SKYLINE ISD METERING PROJECT

SRF Loan (Core Program 2.5% Interest) amount requesting:

SRF Loan (Green Project 0% Interest) amount requesting:

Is Principal forgiveness being requested:

Amount of Principal Forgiveness will be determined by SRF staff based on the established criteria and available funds

If there is not any Principal Forgiveness available, do you still want to move forward with the loan?

List all other project funding sources individually. Supporting documents should be attached such as Award Letters.

Funding Source	Loan Amount	Grant Amount	Funding Status

Total SRF Funding Requested:
Auto calculates

Other Source of Project Funding:
Auto calculates

Total Project Funding:
Auto calculates

SRF Reimbursement %:
Auto calculates

Applicant: SKYLINE IMPROVEMENT & SERVICE DISTRICT

Project Name: SKYLINE ISD METERING PROJECT

Water/Sewer System Utilization: WATER

	Annual Usage (Gallons)	% of Total Usage	Annual Revenue (\$)	% of Total Revenue
Residential	21690000	100%	\$69,051	100%
Commercial				
Other				
Total	21690000	1	69051	1

Number of Residential Connections: 86

Number of Commercial Connections: 0

Number of Other Connections: 0

Total Number Current Connections: 86

Number of Connections Affected By Proposed Project: 86

Water Meters in Use? YES

Water/Sewer Rate Effective date: 7/1/2021

Check Box to Confirm Current Rate Ordinance Provided with Application:

Are rates scheduled to be increased? NO

If yes, date of expected rate increase

Residential Rate Structure:

Base Rate	\$619.41	For up to:		gallons
Overage Block 1	\$1.70	per	1,000	gallons
Overage Block 2		per		gallons
Overage Block 3		per		gallons
Overage Block 4		per		gallons
Overage Block 5		per		gallons

Commercial Rate Structure:

Base Rate		For up to:		gallons
Overage Block 1		per		gallons
Overage Block 2		per		gallons
Overage Block 3		per		gallons
Overage Block 4		per		gallons
Overage Block 5		per		gallons

Other Rate Structure:

Base Rate		For up to:		gallons
Overage Block 1		per		gallons
Overage Block 2		per		gallons
Overage Block 3		per		gallons
Overage Block 4		per		gallons
Overage Block 5		per		gallons

Applicable Engineer's rate study reports attached? NO

SKYLINE IMPROVEMENT AND SERVICE DISTRICT

Water Service policies effective July 1, 2021-June 30, 2022

PLEASE NOTE THAT THE DISTRICT TAKES NO POSITION ON THE TAX DEDUCTIBILITY OF ANY OF THE ROAD AND WATER ASSESSMENTS AND/OR CHARGES. YOU ARE STRONGLY ENCOURAGED TO SEEK THE ADVICE OF YOUR TAX COUNSEL.

1. WATER CHARGES FOR FISCAL YEAR 2021-22

a.) a \$619.41 base water maintenance charge per house, and metered ARU as of FY 2021-22, which is connected to the District water line. This consists of a water maintenance assessment of \$270.95 and water overhead of \$348.46.

The above will be added to each owner's property taxes and collected by the Teton County Treasurer, for the benefit of the district.

b.) a variable water usage charge of \$1.70/1000 gallons (.00170/gal) will apply for each homeowner's estimated usage for fiscal year beginning July 1, 2021 through June 30, 2022 based on each homeowner's **PREVIOUS 12-MONTH USAGE for FY 2020-21, BASED ON METER READINGS WHICH WERE PROVIDED BY EACH HOMEOWNER, or District estimates if homeowners did not submit timely readings.**

As some homeowner's submit readings at various times other than on the requested April 30 and October 31 dates, the District will use a best-efforts attempt to determine 12-month average usage, using interpolation or extrapolation of meter reading data to arrive at estimated usage for 365 days.

Because your water use varies from year to year, there may be an adjustment at the end of FY 2020-21 (June 30, 2021). If your then calculated actual estimated 12-month usage is lower than previously estimated, you will end the year with a credit balance, which will be taken into account for the FY 2021-2022 usage charge. If your usage is higher, there will be an additional amount due. This together with your higher usage, will be factored into your usage charge for FY 2021-2022.

The above usage charge for FY 2021-22 will also be in each owner's property taxes and collected by the Teton County Treasurer, for the benefit of the District. Please note above disclaimer in red.

2. READINESS TO SERVE FEE

\$619.41 for each un-improved lot.

This charge will be added to each unimproved owner's property taxes and collected by the Teton County Treasurer, for the benefit of the District. Please note above disclaimer in red.

Each home/lot owners will receive from the District a statement breaking down all line item assessments and charges, with the total reconciling to each property owner's property tax amount noted on the property tax form as "Skyline East" or "Skyline West".

3. CONNECTION FEE

For any new building or ARU, which is newly connected to the District's Main water line in FY 2021-22, a one-time connection fee of \$6,415 will be due with timing at the discretion of the District. For future years, this connection fee, will increase annually based upon the increase in the Consumer Price Index-Western Region as published by the U.S. Department of Labor for the 12-month period ending in April of the then current year as compared to the previous April.

This connection fee will be billed directly by the District to the lot/homeowner.

4. BILLING

No additional billing will occur for fiscal year beginning 7/1/2021 through 6/30/2022 except for any connection fees (item #3 above), or meter-not read charges and administrative fees, (item # 5 below), fines (item #9 below) or owner requested assistance from the District's water operator, Clearwater Operations, to look into a homeowner water issue. Billings for Clearwater's services will be charged at \$65/hour.

For any billings, after 30 days from invoice date, interest will accrue at a rate of 1.5% per month (18% per annum)

5. METER READING

For fiscal year beginning July 1, 2021 the District requires each homeowner to read their own meter twice, by **October 31, 2021 and April 30, 2022** and provide these readings, **with a clear photo of the meter face**, to the District's bookkeeper at office@skylineranchisd.com. The District's bookkeeper will alert each homeowner or homeowner's property manager/caretaker by email (on the District's record) **30 days prior to the reading deadline, on October 1, 2021 and March 31, 2022 of the upcoming meter reading deadline of October 31st and April 30th respectively.**

This is very important so that we can monitor our peak water usage in the District during the summer months and low usage over the winter months.

Should a homeowner fail to read and report a meter reading at the interval determined by the District, the water usage for that period will be based on an estimate determined by the District based on the highest usage for that period in the previous two years based on the District's records.

Such usage and related charges will include a non-refundable administrative fee of \$15 per instance, and a meter-not read charge of \$25, which will be billed separately.

If any homeowner finds the above reading interval's not convenient due to time out of Jackson, please communicate with the District for approval of alternative dates. It is up to the homeowner to reach out to the District if an alternative date(s) is needed, as the District will only be sending out ONE email notice in September and March of each year as an early alert of the upcoming meter readings required by October 31 and April 30th. Please make a note on your calendars of these dates.

6. COMMUNICATION TO PROPERTY OWNERS

All communication to property owners will be sent via email. If a property management company or caretaker should be contacted it is the homeowner's responsibility to advise the District accordingly and provide their contact information.

If necessary, communication can be sent by regular mail to the residence, or another address, if the District has been directed to do so by the owner in writing.

7. MAINTENANCE OF WATER LINES AND EQUIPMENT

The property owner is responsible for maintenance of the water service line from the curb stop to the house. The District will maintain the main lines and services from the main to, and including, the curb stop. The curb stop is the valve located near the property line.

8. METERS

The property owner is responsible to install a District approved meter with an approved backflow prevention device in accordance to international plumbing codes.

If a property owner would like to add an auxiliary meter, or needs to replace an existing meter, they must purchase a meter approved by the District and install the meter with an approved backflow prevention device in accordance to international plumbing codes.

9. METERS FOR IRRIGATION LINES, ILLEGAL TAPS AND TAMPERED METERS or CURB-STOPS

The district requires that all irrigation lines be metered and have a backflow prevention device to prevent bacteria from entering our water system. Fines will be imposed by the District for any irrigation lines, discovered by the District, to either be unmetered, and/or found not to have a backflow prevention device. Fines will also be imposed for illegal taps, tampered meters, curb-stops, or replacing meters, without the District being advised of the change so that a current meter reading and photo can be taken at the time of the meter change.

Please send any questions to the Board of Directors at PO Box 3601, Jackson, WY 83001 or to info@skylineranchisd.com

Applicant: SKYLINE IMPROVEMENT & SERVICE DISTRICT

Project Name: SKYLINE ISD METERING PROJECT

Financial Information

List Outstanding Debt/Lease/Bond (if any), being paid from the same revenue source associated with this proposed loan.

Lender	Current Balance	Payment Amount	Interest rate	Payment Frequency	Maturity date or Years remaining

Is there actual or potential financial impact on the applicant from litigation?

If yes, please describe below:

N/A

Are there any contractual agreements with other entities, that may have an impact on the repayment of the loan?

If yes, please describe below and include copies of the agreements if applicable.

N/A

Provide one copy of the last three years of financial statements; preferably prepared by an independent auditor/CPA.

These can be submitted on a thumb drive or as hard copies.

If the current year is not available, please explain why.

Detail in the table below the type of financial statement you are submitting, the fiscal year it covers as well as whether it is a hard copy or on a thumb drive.

Note: If an independent audit has not been performed, then the loan applicant should submit the last three years of Financial Forms used by the Wyoming Department of Audit (Survey of Local Government Finances F-32 and F-66WY4 for Special Districts, Annual City and Town Financial Report F-66WY2 for Cities and Towns).

Submitted (Audit, F-32.F- 66WT4, or F66WY2)	Year	Hard Copy	Thumb Drive
F-32	FY ending 6/30/20		X
F-32	FY ending 6/30/19		X
F-32	FY ending 6/30/18		X

If current year's financial statements are not available, explain below.

Financial statement for FY ending 6/30/21 will be available on or around 9/30/21.

Submit one copy of the approved current annual budget and next year's budget when approved.

	Year	Hard Copy	Thumb Drive
Current Budget	FY ending 2022		X
Next Budget	FY ending 2023	will not be approved until July 2022	

Describe/list the repayment source(s) for the loan: (Documentation of All Designated Repayment Sources Must Be Provided With Application)

The repayment source for the loan will be a special annual assessment of approximately \$84.30/user, 86 users. The 2021/2022 assessment schedule includes collection of \$207,466.82.

If property assessments will be the repayment source, complete the following table

Fiscal Year	2020/2021	2019/2020 actual	2018/2019 actual
Property Assessments Collected	\$167,874.00	\$163,686.00	\$150,327.00
Property Assessments Levied	varies per property	varies per property	varies per property

Provide a letter from the County Assessor with dollar amount of the assessment being collected and assessor's list of properties being assessed.

Supporting assessment documentation attached:

YES

Applicants must provide a spreadsheet/schedule for the projected revenues and expenses for the dedicated source of repayment for the "term of the loan" that is being applied for. Which may include: increased user fees/tap fees, new hookup fees, and/or tax levies etc. Adjust the spreadsheet as necessary to reflect the projected revenues and expenses for the term of the SRF loan.

See 20 and 30 Year Projection Tabs for Fillable Templates.

Revenue:	Current year budget	Year 2 Projected	Year 3	Year 4	Year 5 etc
Beginning cash on hand					
Assessments					
Unmetered Sewer/Water Revenue	Example Only-See 20 & 30 Year Projection Tabs for Fillable Templates				
Metered Sewer/Water Revenue					
Other Revenue					
Total Revenue	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Expenses:	Current year budget	Year 2 Projected	Year 3	Year 4	Year 5 etc
O & M expenses					
Salaries and Wages					
Purchased Water					
Purchased Power	Example Only-See 20 & 30 Year Projection Tabs for Fillable Templates				
Current Debt payments					
New CW or DW debt payment					
Total Expenses	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Ending cash on hand	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

ENTITY: Skyline I&S Dist
COUNTY: TETON
CURRENT PRIMARY MAILING ADDRESS:

P.O. Box 3601
 Jackson
 WY
 83001

REPORT YEAR: 2018

PART I: REVENUES

CURRENT REVENUE: Receipts from sales, rentals, tolls, fees, or other charges for commodities and utility services, including utility sales to State, Local or Federal Government. **Do not report loans or bonded debt in this section. (Use Part 3)**

Description	Omit Cents
a. Water Usage Fees	29,411
b.	
c.	
d.	
TOTAL CURRENT CHARGES	29,411

PROPERTY TAXES AND ASSESSMENTS: List all taxes and assessments on property measured by value or benefit and collected for you by another government. Include penalties, interest, and past due amounts.

Property Taxes (Based on value)		
Assessments (for construction projects or repairs)		139,342
a. Other Taxes (Please describe)		
b. Other Taxes (Please describe)		
c. Other Taxes (Please describe)		
	TOTAL TAXES AND ASSESSMENTS	139,342

REVENUES FROM OTHER GOVERNMENTS: Show all grants, reimbursements for services, rentals and shared revenues.

DIRECT FEDERAL ASSISTANCE

a.	
b.	
c.	
TOTAL REVENUE FROM FEDERAL	

DIRECT STATE ASSISTANCE

a.	
b.	
c.	
TOTAL REVENUE FROM STATE	

DIRECT LOCAL REVENUE

a.	
b.	
c.	
TOTAL REVENUE FROM LOCAL	

RECEIPTS FROM SALE OF PROPERTY (describe)		
INTEREST EARNINGS		2,827
a. MISCELLANEOUS OTHER INCOME (describe)		
b. MISCELLANEOUS OTHER INCOME (describe)		
TOTAL REVENUE		171,580
REMARKS		

PART 2: EXPENDITURES

EXPENDITURES FOR CONSTRUCTION Include major repairs and alterations, projects carried out by entity employees and / or by independent contractors.		14,624
PURCHASE OF EQUIPMENT, LAND AND EXISTING STRUCTURES Include lease / purchase and installment contracts.		
INTEREST ON DEBT Include total interest paid on all debt, long-term and short-term. Do not enter principal repaid.		
PAYMENTS TO OTHER GOVERNMENTS In lieu of taxes or reimbursements for goods or services.		
TO STATE		
TO LOCAL		
ALL OTHER EXPENDITURES (less depreciation)		
Administration		26,161
Operations		49,587
Indirect Costs		4,997
TOTAL ALL OTHER		80,745
TOTAL EXPENDITURES	(all categories)	95,369

PART 3: DEBT OUTSTANDING, ISSUED AND RETIRED

	FmHA (a)	State Land (b)	All Other (c)	Total (d)
1. Outstanding at beginning of fiscal year				
2. Total issued during fiscal year (add)				
3. Total retired during fiscal year (subtract)				
4. Outstanding at end of fiscal year				

PART 4: CASH AND INVESTMENTS HELD AT END OF FISCAL YEAR

DEFINITIONS:				
Non Spendable Fund Balance – Cannot be spent because it is not in spendable form or is legally/ contractually required to remain intact.				
Restricted Fund Balance – Constraints externally imposed or constrained by enabling legislation which has legal enforceability				
Committed Fund Balance – Amounts only allowed for a specific purpose pursuant to constraints of formal action by highest level of entity authority. Such purpose cannot be changed except by the same type of action (i.e. legislation, resolution, and ordinance).				
Assigned Fund Balance – Amounts constrained by government's intent to be used for specific purpose, but not restricted or committed.				
	Cash/Checking	CD	Other	Total
Sinking and Debt Service Funds – reserves for redemption of long term debt				
a. Non-spendable				
b. Restricted				

c. Committed			
d. Assigned			
Reserves – set aside for future use			
a. Non-spendable			
b. Restricted			
c. Committed			
d. Assigned	232,472	100,842	333,314
Bond Funds - unexpended proceeds from sale of bond issues held pending disbursement			
a. Non-spendable			
b. Restricted			
c. Committed			
d. Assigned			
All Other Funds (except for employee retirement funds) Do not list reserves in this section. List these reserves in the appropriate categories above (i.e. Sinking and Debt Service Funds, Reserves, or Bond Funds)			
General Fund	111,288		111,288
Special Revenue Fund			
Fiduciary (Trust and Agency) Fund			
Special Assessment Fund			
Enterprise Fund			
Capital Projects Fund			
Retirement			
TOTAL CASH AND INVESTMENTS	343,760	100,842	444,602

PART 5: RECONCILIATION

1. Grand total cash and investments on hand at the beginning of the fiscal year.	363,391
2. Total revenues (Page 2)(add)	171,580
3. Proceed from the sale of bonds or long-term loans received (Part 3, line 2 [d])	
4. Grand total expenditures (Page 3, part 2)	95,369
5. Bonded indebtedness or long-term loans retired or paid during the fiscal year (Part 3, line 3 [d])	
SUBTOTAL(L1+L2+L3-L4-L5)	
6. Grand total cash and investments on hand at the end of the fiscal year (should agree with Part 4)	444,602
7. Differences (Subtotal lines 1-5 less line 6)	5,000
Reconciliation balances	
a. Homeowner Construction Bonds (2) - held temporarily will homes are under construction, then refunded.\$2500 per house	5,000
b.	
c.	
d.	
e.	
f.	
g.	

DATA SUPPLIED BY

Name of Official: James Lewis

Title: Treasurer

Phone: 3076907272

Fax:

Email: office@skylineranchisd.com

COUNTY _____

CENSUS ID# _____
(to be entered by the Census Bureau)

Survey of Local Government Finances – F-32

Return to: **Department of Audit
Public Funds Division
2300 Capitol Avenue
Hathaway Bldg, 2nd Floor
Cheyenne, WY 82002**

For the Fiscal Year Ending **June 30, 2019**

The form is F-32 for the U.S. Department of Commerce, Bureau of the Census, which annually requests certain types of data from local government entities. Your entity is **required to complete and file this form** per W.S. 9-1-507 (a)(iii)(vii), and per the Department of Audit's Rules on file at the Secretary of State's office. This form is to be completed and returned to our office by **September 30, 2019**. **IF BLANK, ENTER NAME & ADDRESS OF ENTITY BELOW**

(Please correct your address here ↑, if necessary)

General Instructions – Please read each part and all related definitions and instructions carefully.

Note especially the following:

1. Report data from your entity's fiscal year.
2. Do not report bank transfers, or interfund transactions as Revenue or Expenditures. Report all interest earned on investments (include interest on cash deposits) and all tax or assessments collected through the county. Report entity billings in the Current Charges section and all payments for goods or services provided.
3. **It is not necessary to have audited numbers**, unless you expect there would be a material difference from your records.
4. Information gathered may be classified as to type, summarized and reported to interested organizations. It may also be used in fiscal analysis and for statistical purposes. Please make sure it is as accurate as possible. The alphanumeric codes are Census Bureau coding and when applicable, those blanks, should be filled in.

REMARKS: Please indicate here any items that may not fit the form, giving a brief description of revenue source (if applicable), and how it was to be spent.

If you would like to discuss anything on the form, you can reach the Local Government Program for assistance at **(307) 777-7798**.

DATA SUPPLIED BY: (Please correct any error of name or address on this form.)

Print Name:

Telephone Number: *(Required)*

Signature:

Title:

Date:

Email:

Fax:

Information provided on this report is subject to Public Records W.S. 16-4-201 through 16-4-205

PART 1 - REVENUE

CURRENT REVENUE: Receipts from sales, rentals, tolls, fees, or other charges for commodities and utility services including utility sales to State, Local or Federal Government.

Do not report loans or bonded debt in this section. (Use Part 3)

Description	(Omit cents)	
	\$	
	\$	
	\$	
	\$	
TOTAL CURRENT CHARGES	\$	ZAA
PROPERTY TAXES AND ASSESSMENTS: List all taxes and assessments on property measured by value or benefit and collected for you by another government (e.g. County Treasurer). Include penalties, interest, and past due amounts.		
Property taxes	\$	T01
Assessments	\$	U01
Other taxes (please describe)	\$	T99
Other taxes (please describe)	\$	T99
Other taxes (please describe)	\$	T99
TOTAL TAXES AND ASSESSMENTS	\$	
REVENUES FROM OTHER GOVERNMENTS: Show all grants, reimbursements for services, rentals, and shared revenues. Separate into the proper sections for Federal, State, and Local sources for all revenue received from other governments.		
DIRECT FEDERAL ASSISTANCE <i>specify below</i>		
1.	\$	
2.	\$	
3.	\$	
TOTAL REVENUE FROM FEDERAL	\$	ZBB
DIRECT STATE ASSISTANCE <i>specify below</i>		
1.	\$	
2.	\$	
3.	\$	
TOTAL REVENUE FROM STATE	\$	ZCC
DIRECT LOCAL ASSISTANCE <i>specify below</i>		
1.	\$	
2.	\$	
3.	\$	
TOTAL REVENUE FROM LOCAL	\$	ZDD
RECEIPTS FROM SALE OF PROPERTY <i>describe below</i>	\$	U11
INTEREST EARNINGS	\$	U20
MISCELLANEOUS OTHER INCOME <i>describe below</i>	\$	U99
MISCELLANEOUS OTHER INCOME <i>describe below</i>	\$	U99
TOTAL REVENUE all sources (add all "alpha and alphanumeric coded" entries for Total Revenue)	\$	

PART 2 - EXPENDITURES			
		(Omit Cents)	
EXPENDITURES FOR CONSTRUCTION Include major repairs and alterations, projects carried out by entity employees and/or by independent contractors		\$	ZFF
PURCHASE OF EQUIPMENT, LAND, AND EXISTING STRUCTURES Include lease/purchase and installment contracts		\$	ZGG
INTEREST ON DEBT Include total interest paid on all debt, long-term and short-term. <i>Do not enter principal repaid.</i>		\$	ZKK
PAYMENTS TO OTHER GOVERNMENTS In lieu of taxes or reimbursements for goods or services.	TO STATE	\$	ZLL
	TO LOCAL	\$	ZMM
ALL OPERATIONS & MAINTENANCE EXPENDITURES Less depreciation			
Administration		\$	ZEE
Operations		\$	ZEE
Indirect Costs		\$	ZEE
TOTAL EXPENDITURES	Subtotal O&M	\$	ZEE
	GRAND TOTAL	\$	

PART 3 - DEBT OUTSTANDING, ISSUED, AND RETIRED					
	FmHA (a)	State Land (SLIB) (b)	All Other (c)	Total (d)	
Principal Only – No Interest					
1. Outstanding at beginning of Fiscal Year	\$	\$	\$	\$	19U
2. Total issued during Fiscal Year (add)					29U
3. Total retired during Fiscal Year (subtract)					39U
4. Total outstanding at Fiscal Year end					49U

PART 4 - CASH AND INVESTMENTS HELD AT END OF FISCAL YEAR

DEFINITIONS:

Non-Spendable Fund Balance – Cannot be spent because it is not in spendable form or is legally/ contractually required to remain intact.

Restricted Fund Balance – Constraints externally imposed or constrained by enabling legislation which has legal enforceability.

Committed Fund Balance – Amounts only allowed for a specific purpose pursuant to constraints of formal action by highest level of entity authority. Such purpose cannot be changed except by the same type of action (i.e. legislation, resolution, and ordinance).

Assigned Fund Balance – Amounts constrained by government’s intent to be used for specific purpose, but not restricted or committed.

	Cash/Checking	CD	Other	Total	
Sinking & Debt Service Funds – reserves for redemption of long-term debt					
a. Non-spendable	\$	\$	\$	\$	W01
b. Restricted					W01
c. Committed					W01
d. Assigned					W01
Reserves – set aside for future use					
a. Non-spendable					W61
b. Restricted					W61
c. Committed					W61
d. Assigned					W61
Bond Funds – unexpected proceeds from sale of bond issues held pending disbursement					
a. Non-spendable					W31
b. Restricted					W31
c. Committed					W31
d. Assigned					W31
All Other Funds – (except for employee retirement funds) Do not list reserves in this section. List these reserves in the appropriate categories above (i.e. Sinking & Debt Service Funds, Reserves, or Bond Funds)					
General Fund					W61
Special Revenue Fund					W61
Fiduciary (trust and agency) Fund					
Special Assessment Fund					W61
Enterprise Fund					W61
Capital Projects Fund					W61
Retirement					
TOTAL CASH AND INVESTMENTS	\$	\$	\$	\$	

PART 5 - RECONCILIATION	
1. Grand total cash on hand and investments at the beginning of the fiscal year. (This must match the ending balance from last year's report.)	\$
2. Total revenues (Page 2)	\$
3. Proceed from the sale of bonds or long-term loans received (Part 3, line 2 [d])	\$
4. Grand total expenditures (Page 3, part 2)	\$
5. Bonded indebtedness or long-term loans retired or paid during the fiscal year (Part 3, line 3 [d])	\$
SUBTOTAL (L1+L2+L3-L4-L5)	\$
6. Grand total cash on hand and investments at the end of the fiscal year (must agree with Part 4)	\$
7. Differences (Subtotal lines 1-5 less line 6)	\$
8. Explanation of Differences (from line 7 above)	
a.	\$
b.	\$
c.	\$
d.	\$
e.	\$
f.	\$
g.	\$
Total of Differences (must agree with amount reported in line 7 above)	\$

Census:**ENTITY: Skyline Improvement & Service District****COUNTY: TETON****CURRENT PRIMARY MAILING ADDRESS:**

P.O. Box 3601
 Jackson
 WY
 83001

REPORT YEAR: 2020**PART I: REVENUES**

F-32 Survey of Local Government Finances		
CURRENT REVENUE: Receipts from sales, rentals, tolls, fees, or other charges for commodities and utility services, including utility sales to State, Local or Federal Government. Do not report loans or bonded debt in this section. (Use Part 3)		
Description	Omit Cents	
a.		
b.		
c.		
d.		
TOTAL CURRENT CHARGES		
PROPERTY TAXES AND ASSESSMENTS: List all taxes and assessments on property measured by value or benefit and collected for you by another government (e.g. County Treasurer) . Include penalties, interest, and past due amounts.		
Property taxes (Based on value)		
Assessments (for construction projects or repairs)		163,686
a. Other taxes (Please describe)	Water Usage Fees	32,579
b. Other taxes (Please describe)		
c. Other taxes (Please describe)		
	TOTAL TAXES AND ASSESSMENTS	196,265
REVENUES FROM OTHER GOVERNMENTS: Show all grants, reimbursements for services, rentals, and shared revenues.		
<u>DIRECT FEDERAL ASSISTANCE</u>		
a.		
b.		
c.		
TOTAL REVENUE FROM FEDERAL		
<u>DIRECT STATE ASSISTANCE</u>		
a.		
b.		
c.		
TOTAL REVENUE FROM STATE		
<u>DIRECT LOCAL REVENUE</u>		
a.		
b.		
c.		
TOTAL REVENUE FROM LOCAL		

RECEIPTS FROM SALE OF PROPERTY (describe)		
INTEREST EARNINGS		2,060
a. MISCELLANEOUS OTHER INCOME (describe)		
b. MISCELLANEOUS OTHER INCOME (describe)		
TOTAL REVENUE	198,325	
REMARKS		

PART 2: EXPENDITURES

	Omit Cents	
EXPENDITURES FOR CONSTRUCTION Include major repairs and alterations, projects carried out by entity employees and / or by independent contractors.		
PURCHASE OF EQUIPMENT, LAND AND EXISTING STRUCTURES Include lease/purchase and installment contracts.	70,257	
INTEREST ON DEBT Include total interest paid on all debt, long-term and short-term. Do not enter principal repaid.		
PAYMENTS TO OTHER GOVERNMENTS In lieu of taxes or reimbursements for goods or services.		
TO STATE		
TO LOCAL		
ALL OPERATIONS & MAINTENANCE EXPENDITURES (less depreciation)		
Administration	28,060	
Operations	75,681	
Indirect Costs		
TOTAL ALL OPERATIONS & MAINTENANCE	103,741	
TOTAL EXPENDITURES	(all categories)	173,998

PART 3: DEBT OUTSTANDING, ISSUED, AND RETIRED

	Omit Cents			
	FmHA (a)	State Land (b)	All Other (c)	Total (d)
Principal Only - No Interest				
1. Outstanding at beginning of fiscal year				
2. Total issued during fiscal year (add)				
3. Total retired during fiscal year (subtract)				
4. Outstanding at end of fiscal year				

PART 4: CASH AND INVESTMENTS HELD AT END OF FISCAL YEAR

DEFINITIONS:				
Non-Spendable Fund Balance – Cannot be spent because it is not in spendable form or is legally/contractually required to remain intact.				
Restricted Fund Balance – Constraints externally imposed or constrained by enabling legislation which has legal enforceability.				
Committed Fund Balance – Amounts only allowed for a specific purpose pursuant to constraints of formal action by highest level of entity authority. Such purpose cannot be changed except by the same type of action (i.e. legislation, resolution, and ordinance).				
Assigned Fund Balance – Amounts constrained by intent to be used for specific purpose, but not restricted or committed.				
	Omit Cents			
	Cash/Checking	CD	Other	Total
Sinking & Debt Service Funds – reserves for redemption of long-term debt				
a. Non-spendable				
b. Restricted				
c. Committed				

d. Assigned				
Reserves – set aside for future use				
a. Non-spendable				
b. Restricted				
c. Committed				
d. Assigned				
Bond Funds - unexpended proceeds from sale of bond issues held pending disbursement				
a. Non-spendable				
b. Restricted				
c. Committed	147,250	45,969	193,219	
d. Assigned				
All Other Funds (except for employee retirement funds) Do not list reserves in this section. List these reserves in the appropriate categories above (i.e. Sinking & Debt Service Funds, Reserves, or Bond Funds)				
General Fund	263,069		263,069	
Special Revenue Fund				
Fiduciary (trust and agency) Fund				
Special Assessment Fund				
Enterprise Fund				
Capital Projects Fund	24,750		24,750	
Retirement				
TOTAL CASH AND INVESTMENTS	435,069	45,969	481,038	

PART 5: RECONCILIATION

1. Grand total cash on hand and investments at the beginning of the fiscal year. This must match the ending balance from last year's report.)	445,462
2. Total revenues (Page 2)	198,325
3. Proceed from the sale of bonds or long-term loans received (Part 3, line 2 [d])	
4. Grand total expenditures (Page 3, part 2)	173,998
5. Bonded indebtedness or long-term loans retired or paid during the fiscal year (Part 3, line 3 [d])	
SUBTOTAL(L1+L2+L3-L4-L5)	469,789
6. Grand total cash and investments at the end of the fiscal year (must agree with Part 4)	481,038
7. Differences (Subtotal lines 1-5 less line 6)	11,249

Reconciliation balances

Explanation of Differences	
a. Decrease in Receivables	-2,391
b. Increase in Accounts Payable	2,769
c. Increase in Gas Line Deposits	24,750
d. Decr in Homeownr Bond Dep	-2,500
e. Decreasee in Deferred Revenue	-11,379
f.	
g.	

DATA SUPPLIED BY

Name of Official: David L Adams

Title: Bookkeeper

Phone: 307-413-2488

Fax: 208-456-0050

Email: daveadams.tfc@gmail.com

Skyline Improvement and Service District
Balance Sheet
As of June 30, 2020

09/10/21

Accrual Basis

	Jun 30, 18	Jun 30, 19	Jun 30, 20
ASSETS			
Current Assets			
Checking/Savings			
1001 · Checking Account FIB x1409	100.00	100.00	747.21
1007 · Road Reserve Account x3127	49,187.51	94,576.49	143,550.45
1003 · FW CD 77-1	100,842.75	0.00	0.00
1004 · FW MM 9692	100,761.04	0.00	0.00
1006 · Operating Savings Account x1792	111,188.92	190,315.06	262,321.88
1008 · Water Reserve Account x3135	82,523.67	1,008.93	3,699.67
1009 · WGIF - water - x27254	0.00	159,462.10	45,968.63
1104 · Skyline LVE Gas Pipeline x7381	0.00	0.00	24,750.00
Total Checking/Savings	444,603.89	445,462.58	481,037.84
Accounts Receivable			
1500 · A/R - County Taxes	0.00	0.00	4,236.73
1510 · A/R - Water Usage Fees	2,368.45	1,776.67	1,776.67
1514 · A/R - Other	0.00	0.00	120.00
Total Accounts Receivable	2,368.45	1,776.67	6,133.40
Other Current Assets			
1520 · Accounts Receivable - Other	0.00	0.00	81.25
1499 · Undeposited Funds	0.00	0.00	2,193.42
Total Other Current Assets	0.00	0.00	2,274.67
Total Current Assets	446,972.34	447,239.25	489,445.91
Fixed Assets			
1826 · Water System	272,847.52	324,420.97	394,677.55
1827 · Accumulated Depreciation - WS	-105,698.00	-112,961.00	-122,540.00
1850 · Roads	607,585.93	607,585.93	607,585.93
1852 · Accumulated Depreciation - RD	-223,563.00	-267,861.00	-312,160.00
Total Fixed Assets	551,172.45	551,184.90	567,563.48
TOTAL ASSETS	998,144.79	998,424.15	1,057,009.39
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Accounts Payable			
2000 · Accounts Payable	16,525.97	4,582.19	12,041.64
Total Accounts Payable	16,525.97	4,582.19	12,041.64

Skyline Improvement and Service District
Balance Sheet
As of June 30, 2020

09/10/21

Accrual Basis

	<u>Jun 30, 18</u>	<u>Jun 30, 19</u>	<u>Jun 30, 20</u>
Other Current Liabilities			
2505 · Gas Line Project Deposits	0.00	0.00	24,750.00
2500 · Homeowner Bond Deposit	7,500.00	7,500.00	5,000.00
2510 · Deferred Revenue	0.00	11,379.09	0.00
Total Other Current Liabilities	<u>7,500.00</u>	<u>18,879.09</u>	<u>29,750.00</u>
Total Current Liabilities	<u>24,025.97</u>	<u>23,461.28</u>	<u>41,791.64</u>
Total Liabilities	24,025.97	23,461.28	41,791.64
Equity			
3500 · Retained Earnings	744,521.92	765,094.02	765,938.07
3507 · Paid-In Capital	55,800.00	55,800.00	55,800.00
3515 · Contributed Capital - Grant	153,224.80	153,224.80	153,224.80
Net Income	20,572.10	844.05	40,254.88
Total Equity	<u>974,118.82</u>	<u>974,962.87</u>	<u>1,015,217.75</u>
TOTAL LIABILITIES & EQUITY	<u><u>998,144.79</u></u>	<u><u>998,424.15</u></u>	<u><u>1,057,009.39</u></u>

Skyline Improvement and Service District
Profit & Loss by Class
 July 2017 through June 2020

	Jul '17 - Jun 18	Jul '18 - Jun 19	Jul '19 - Jun 20	TOTAL
Ordinary Income/Expense				
Income				
5110 · Road Maintenance Assessment	63,389.52	64,625.44	46,675.71	174,690.67
5120 · Road Overlay Assessment	40,526.53	42,076.10	41,602.23	124,204.86
5112 · Road Chipseal Assessment	0.00	0.00	23,337.60	23,337.60
5111 · Road Overhead Assessment	0.00	0.00	13,034.70	13,034.70
5135 · Water Maintenance Assessment	35,300.00	43,625.00	19,889.87	98,814.87
5125 · Water System Usage Fees	14,749.71	25,306.36	32,629.64	72,685.71
5137 · Water Overhead Assessment	0.00	0.00	23,335.13	23,335.13
5100 · Interest Income	2,959.71	4,928.36	2,059.58	9,947.65
Total Income	156,925.47	180,561.26	202,564.46	540,051.19
Gross Profit	156,925.47	180,561.26	202,564.46	540,051.19
Expense				
6149 · Advertising Expense	97.97	368.06	412.30	878.33
6020 · Bank Charges	0.00	0.00	0.00	0.00
6040 · Bonding Fees	0.00	170.00	0.00	170.00
6041 · Clerical Contract Services	17,075.00	18,712.50	25,075.75	60,863.25
6120 · Contract Labor Expense	32,165.75	44,175.06	9,007.50	85,348.31
6122 · Depreciation	49,906.00	51,561.00	53,878.00	155,345.00
6127 · Insurance - Board of Directors	1,350.00	1,350.00	1,350.00	4,050.00
6128 · Insurance - Property Liability	630.36	1,500.00	1,500.00	3,630.36
6148 · Office Expense	468.86	686.86	257.83	1,413.55
6146 · Postage	443.00	422.90	27.35	893.25
6044 · Professional Fees	5,007.50	6,603.55	650.00	12,261.05
6133 · Repair and Maintenance Expense	0.00	3,616.87	22,843.67	26,460.54
6206 · Road Signage Expense	0.00	0.00	2,045.00	2,045.00
6207 · Snow Removal Expense	16,605.00	16,605.00	29,298.00	62,508.00
6220 · Utilities Expense	4,742.38	4,274.73	4,941.68	13,958.79
6119 · Water Operations Expense	6,410.70	8,093.75	5,417.50	19,921.95
6221 · Water Testing Expense	416.00	804.00	2,014.00	3,234.00
6219 · Water Leak Detection Expense	0.00	0.00	3,170.00	3,170.00
6043 · Website Administration Expense	375.00	376.50	421.00	1,172.50
6223.3 · Capital Improvements				
6233.2 · Hydrant Bollards	0.00	0.00	0.00	0.00
6233.1 · Pump House Repair	0.00	2,596.30	0.00	2,596.30
6223.1 · Water Infrastructure Study	659.85	10,414.33	0.00	11,074.18

Skyline Improvement and Service District
Profit & Loss by Class
 July 2017 through June 2020

	Jul '17 - Jun 18	Jul '18 - Jun 19	Jul '19 - Jun 20	TOTAL
6126.3 · Road Cul-de-sac 2018	0.00	7,385.80	0.00	7,385.80
6223.3 · Capital Improvements - Other	0.00	0.00	0.00	0.00
Total 6223.3 · Capital Improvements	659.85	20,396.43	0.00	21,056.28
Total Expense	136,353.37	179,717.21	162,309.58	478,380.16
Net Ordinary Income	20,572.10	844.05	40,254.88	61,671.03
Net Income	20,572.10	844.05	40,254.88	61,671.03

Final Budget

Skyline Improvement & Service District	
Budget Hearing Information	
PO Box 3601	Location: https://us04web.zoom.us/join ID 423 001 218
Jackson, WY 83001	Date: 6/1/2021
307-413-2488	Time: 2:15PM MST
Teton County	Budget Prepared by: Dave Adams

S-A	BUDGET MESSAGE	W.S. 16-4-104(d)
<p>The Skyline Improvement and Service District proposes a balanced budget for FY 2021-22. Given the aging water system, the Board anticipates continued water capital expenditures based on the recommendations of a very recently completed WWDC Level II study. The study and recommendations were only received on May 27, 2021, and are still under review by the board at the time of the June 1 submission deadline. However, It is anticipated that for the District's updated FY 2021-22 proposed and recommended budget for June 2021, significant changes in the water budget, both on the revenue and expense side will be needed, in order to address the Level II findings and recommendations.</p> <p>District from time to time holds homeowner construction bonds that are refunded at completion of their project, if the District roads are free from damage. Currently, the District holds (5) \$2,500.00 bonds that are anticipated to be refunded in full at the end of the respective projects.</p>		

S-B	RESERVE DESCRIPTION
<p>The District currently has Road and Water Reserves of approximately \$240,000 & \$97,000 respectively. Our road reserves increase annually, through road assessments, to meet planned road maintenance, specifically, chip sealing every 6 years, and road overlay every 20 years. Our water reserves are build up through annual base fees and usage fees and will be earmarked for short-medium and long term water system improvements.</p>	

S-C		Does the district have regular office hours exceeding 20 hours per week?
Names of Board Members	Date of End of Term	<input type="checkbox"/> No
Latham Jenkins	11/30/22	
Kurt Harland	11/30/21	
James Lewis	11/30/24	

If no above: Are the records on file with the County Clerk as required by W.S. 16-12-303(c)? Yes

Where are the minutes of your board meeting available for public review?

How and where are the notices of meeting posted for the public?

Where are the public meetings held?

FINAL BUDGET SUMMARY

OVERVIEW		2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Final Approval
S-1	Total Budgeted Expenditures	\$284,551	\$174,780	\$194,071	\$194,071
S-2	Total Principal to Pay on Debt	\$0	\$0	\$0	\$0
S-3	Total Change to Restricted Funds	-\$110,553	-\$19,347	\$15,445	\$15,445
S-4	Total General Fund and Forecasted Revenues Available	\$461,393	\$465,506	\$428,613	\$428,613
S-5	Amount requested from County Commissioners	\$196,265	\$200,498	\$208,026	\$208,026
S-6	Additional Funding Needed :			\$0	\$0

REVENUE SUMMARY		2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Final Approval
S-7	Operating Revenues	\$0	\$0	\$0	\$0
S-8	Tax levy (From the County Treasurer)	\$163,686	\$167,874	\$164,226	\$164,226
S-9	Government Support	\$0	\$0	\$0	\$0
S-10	Grants	\$0	\$0	\$0	\$0
S-11	Other County Support (Not from Co. Treas.)	\$32,579	\$32,624	\$43,800	\$43,800
S-12	Miscellaneous	\$2,060	\$1,940	\$590	\$590
S-13	Other Forecasted Revenue	\$0	\$0	\$0	\$0
S-14	Total Revenue	\$198,325	\$202,438	\$208,616	\$208,616

FY 7/1/21-6/30/22 Skyline Improvement & Service District

EXPENDITURE SUMMARY		2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Final Approval
S-15	Capital Outlay	\$70,257	\$57,739	\$0	\$0
S-16	Interest and Fees On Debt	\$0	\$0	\$0	\$0
S-17	Administration	\$25,210	\$22,326	\$26,670	\$26,670
S-18	Operations	\$75,681	\$72,518	\$123,750	\$123,750
S-19	Indirect Costs	\$2,850	\$2,850	\$2,950	\$2,950
S-20R	Expenditures paid by Reserves	\$110,553	\$19,347	\$40,701	\$40,701
S-20	Total Expenditures	\$284,551	\$174,780	\$194,071	\$194,071

DEBT SUMMARY		2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Final Approval
S-21	Principal Paid on Debt	\$0	\$0	\$0	\$0

CASH AND INVESTMENTS		2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Final Approval
S-22	TOTAL GENERAL FUNDS	\$263,068	\$263,068	\$219,997	\$219,997
Summary of Reserve Funds					
S-23	Beginning Balance In Reserve Accounts				
S-24	a. Sinking and Debt Service Funds	\$0	\$0	\$0	\$0
S-25	b. Reserves	\$217,969	\$107,416	\$88,069	\$88,069
S-26	c. Bond Funds	\$0	\$0	\$0	\$0
	Total Reserves (a+b+c)	\$217,969	\$107,416	\$88,069	\$88,069
S-27	Amount to be added				
S-28	a. Sinking and Debt Service Funds	\$0	\$0	\$0	\$0
S-29	b. Reserves	\$0	\$0	\$56,146	\$56,146
S-30	c. Bond Funds	\$0	\$0	\$0	\$0
	Total to be added (a+b+c)	\$0	\$0	\$56,146	\$56,146
S-31	Subtotal	\$217,969	\$107,416	\$144,215	\$144,215
S-32	Less Total to be spent	\$110,553	\$19,347	\$40,701	\$40,701
S-33	TOTAL RESERVES AT END OF FISCAL YEAR	\$107,416	\$88,069	\$103,514	\$103,514

End of Summary

161945

Date adopted by Special District 5/20/2021

Budget Officer / District Official (if not same as "Submitted by")



DISTRICT ADDRESS: PO Box 3601
Jackson, WY 83001

PREPARED BY: Dave Adams

DISTRICT PHONE: 307-413-2488

Final Budget

Skyline Improvement & Service District

FYE 6/30/2022

NAME OF DISTRICT/BOARD _____

PROPERTY TAXES AND ASSESSMENTS

		2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Final Approval
R-1	Property Taxes and Assessments Received				
R-1.1	Tax Levy (From the County Treasurer)	\$163,686	\$167,874	\$164,226	\$164,226
R-1.2	Other County Support	\$32,579	\$32,624	\$43,800	\$43,800

FORECASTED REVENUE

		2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Final Approval
R-2	Revenues from Other Governments				
R-2.1	State Aid				
R-2.2	Additional County Aid (non-treasurer)				
R-2.3	City (or Town) Aid				
R-2.4	Other (Specify) _____				
R-2.5	Total Government Support	\$0	\$0	\$0	\$0
R-3	Operating Revenues				
R-3.1	Customer Charges				
R-3.2	Sales of Goods or Services				
R-3.3	Other Assessments				
R-3.4	Total Operating Revenues	\$0	\$0	\$0	\$0
R-4	Grants				
R-4.1	Direct Federal Grants				
R-4.2	Federal Grants thru State Agencies				
R-4.3	Grants from State Agencies				
R-4.4	Total Grants	\$0	\$0	\$0	\$0
R-5	Miscellaneous Revenue				
R-5.1	Interest	\$2,060	\$1,940	\$590	\$590
R-5.2	Other: Specify _____				
R-5.3	Other: Additional _____				
R-5.4	Total Miscellaneous	\$2,060	\$1,940	\$590	\$590
R-5.5	Total Forecasted Revenue	\$2,060	\$1,940	\$590	\$590
R-6	Other Forecasted Revenue				
R-6.1	a. Other past due-as estimated by Co. Treas.				
R-6.2	b. Other forecasted revenue (specify):				
R-6.3	_____				
R-6.4	_____				
R-6.5	_____				
R-6.6	Total Other Forecasted Revenue (a+b)	\$0	\$0	\$0	\$0

Final Budget

Skyline Improvement & Service District

FYE 6/30/2022

NAME OF DISTRICT/BOARD

CAPITAL OUTLAY BUDGET

		2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Final Approval
E-1	Capital Outlay				
E-1.1	Real Property	\$70,257	\$57,739	\$0	
E-1.2	Vehicles				
E-1.3	Office Equipment				
E-1.4	Other (Specify)				
E-1.5	_____				
E-1.6	_____				
E-1.7					
E-1.8	TOTAL CAPITAL OUTLAY	\$70,257	\$57,739	\$0	\$0

ADMINISTRATION BUDGET

		2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Final Approval
E-2	Personnel Services				
E-2.1	Administrator				
E-2.2	Secretary				
E-2.3	Clerical				
E-2.4	Other (Specify)				
E-2.5	_____				
E-2.6	_____				
E-2.7					
E-3	Board Expenses				
E-3.1	Travel				
E-3.2	Mileage				
E-3.3	Other (Specify)				
E-3.4	Treasurer bonding fee		\$0	\$170	\$170
E-3.5	_____				
E-3.6					
E-4	Contractual Services				
E-4.1	Legal	\$410	\$410	\$3,000	\$3,000
E-4.2	Accounting/Auditing	\$23,786	\$20,944	\$21,500	\$21,500
E-4.3	Other (Specify)				
E-4.4	Website Admin	\$394	\$361	\$600	\$600
E-4.5	_____				
E-4.6					
E-5	Other Administrative Expenses				
E-5.1	Office Supplies	\$305	\$305	\$600	\$600
E-5.2	Office equipment, rent & repair				
E-5.3	Education				
E-5.4	Registrations				
E-5.5	Other (Specify)				
E-5.6	Postage	\$27	\$18		
E-5.7	Advertising	\$288	\$288	\$800	\$800
E-5.8					
E-6	TOTAL ADMINISTRATION	\$25,210	\$22,326	\$26,670	\$26,670

Final Budget

Skyline Improvement & Service District

FYE 6/30/2022

OPERATIONS BUDGET					
		2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Final Approval
E-7	Personnel Services				
E-7.1	Wages--Operations				
E-7.2	Service Contracts				
E-7.3	Other (Specify)				
E-7.4	_____				
E-7.5	_____				
E-7.6	_____				
E-8	Travel				
E-8.1	Mileage				
E-8.2	Other (Specify)				
E-8.3	_____				
E-8.4	_____				
E-8.5	_____				
E-9	Operating supplies (List)				
E-9.1	_____				
E-9.2	_____				
E-9.3	_____				
E-9.4	_____				
E-9.5	_____				
E-10	Program Services (List)				
E-10.1	_____				
E-10.2	_____				
E-10.3	_____				
E-10.4	_____				
E-10.5	_____				
E-11	Contractual Arrangements (List)				
E-11.1	Water Operations	\$5,323	\$4,855	\$5,400	\$5,400
E-11.2	Contract Labor	\$9,138	\$9,497	\$19,500	\$19,500
E-11.3	Snow Removal	\$29,298	\$29,298	\$31,000	\$31,000
E-11.4	Water Testing	\$1,987	\$1,967	\$500	\$500
E-11.5	see additional details			\$8,000	\$8,000
E-12	Other operations (Specify)				
E-12.1	Utilities	\$4,808	\$4,592	\$5,000	\$5,000
E-12.2	Repairs and Maintenance	\$23,074	\$22,309	\$38,850	\$38,850
E-12.3	Road Signage	\$2,045			
E-12.4	Water Leak Detection	\$8			
E-12.5	see additional details			\$15,500	\$15,500
E-13	TOTAL OPERATIONS	\$75,681	\$72,518	\$123,750	\$123,750

Final Budget

Skyline Improvement & Service District

FYE 6/30/2022

INDIRECT COSTS BUDGET

			2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Final Approval
E-14	Insurance					
E-14.1	Liability		\$1,350	\$1,350	\$1,450	\$1,450
E-14.2	Buildings and vehicles					
E-14.3	Equipment		\$1,500	\$1,500	\$1,500	\$1,500
E-14.4	Other (Specify)					
E-14.5	_____					
E-14.6	_____					
E-14.7						
E-15	Indirect payroll costs:					
E-15.1	FICA (Social Security) taxes					
E-15.2	Workers Compensation					
E-15.3	Unemployment Taxes					
E-15.4	Retirement					
E-15.5	Health Insurance					
E-15.6	Other (Specify)					
E-15.7	_____					
E-15.8	_____					
E-15.9						
E-17	TOTAL INDIRECT COSTS		\$2,850	\$2,850	\$2,950	\$2,950

DEBT SERVICE BUDGET

			2019-2020 Actual	2020-2021 Estimated	2021-2022 Proposed	Final Approval
D-1	Debt Service					
D-1.1	Principal					
D-1.2	Interest					
D-1.3	Fees					
D-2	TOTAL DEBT SERVICE		\$0	\$0	\$0	\$0

Final Budget

Skyline Improvement & Service District
 NAME OF DISTRICT/BOARD

FYE 6/30/2022

GENERAL FUNDS

		End of Year	Beginning	Beginning	
		2019-2020	2020-2021	2021-2022	Final Approval
		Actual	Estimated	Proposed	
C-1	Balances at Beginning of Fiscal Year				
C-1.1	General Fund Checking Account Balance	\$747	\$747	\$750	\$750
C-1.2	Savings and Investments Account Balance	\$262,321	\$262,321	\$219,247	\$219,247
C-1.3	General Fund CD Balance		\$0		
C-1.4	All Other Funds		\$0		
C-1.5	Reserves (From Below)	\$107,416	\$107,416	\$103,514	\$103,514
C-1.6	Total Estimated Cash and Investments on Hand	\$370,484	\$370,484	\$323,511	\$323,511
C-2	General Fund Reductions:				
C-2.1	a. Unpaid bills at FYE				
C-2.2	b. Reserves	\$107,416	\$88,069	\$103,514	\$103,514
C-2.3	Total Deductions (a+b)	\$107,416	\$88,069	\$103,514	\$103,514
C-2.4	Estimated Non-Restricted Funds Available	\$263,068	\$282,415	\$219,997	\$219,997

SINKING & DEBT SERVICE FUNDS

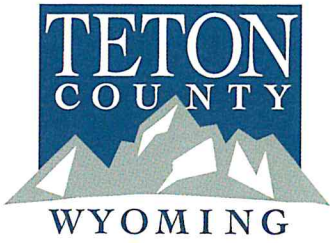
		2019-2020	2020-2021	2021-2022	Final Approval
		Actual	Estimated	Proposed	
C-3					
C-3.1	Beginning Balance in Reserve Account (end of previous year)		\$0	\$0	
C-3.2	Date of Reserve Approval in Minutes: _____				
C-3.3	Amount to be added to the reserve				
C-3.4	Date of Reserve Approval in Minutes: _____				
C-3.5	SUB-TOTAL	\$0	\$0	\$0	\$0
C-3.6	Identify the amount and project to be spent				
C-3.7	a. _____				
C-3.8	b. _____				
C-3.9	c. _____				
C-3.10	Date of Reserve Approval in Minutes: _____				
C-3.11	TOTAL CAPITAL OUTLAY (a+b+c)	\$0	\$0	\$0	\$0
C-3.12	Balance to be retained	\$0	\$0	\$0	\$0

RESERVES

		2019-2020	2020-2021	2021-2022	Final Approval
		Actual	Estimated	Proposed	
C-4					
C-4.1	Beginning Balance in Reserve Account (end of previous year)	\$217,969	\$107,416	\$88,069	\$88,069
C-4.2	Date of Reserve Approval in Minutes: _____				
C-4.3	Amount to be added to the reserve			\$56,146	\$56,146
C-4.4	Date of Reserve Approval in Minutes: _____				
C-4.5	SUB-TOTAL	\$217,969	\$107,416	\$144,215	\$144,215
C-4.6	Identify the amount and project to be spent				
C-4.7	a. Road Reserves			\$13,000	\$13,000
C-4.8	b. Easement			\$8,000	\$8,000
C-4.9	c. See Additional Details	\$110,553	\$19,347	\$19,701	\$19,701
C-4.10	Date of Reserve Approval in Minutes: 7/15/2021				
C-4.11	TOTAL OTHER RESERVE OUTLAY (a+b+c)	\$110,553	\$19,347	\$40,701	\$40,701
C-4.12	Balance to be retained	\$107,416	\$88,069	\$103,514	\$103,514

BOND FUNDS

		2019-2020	2020-2021	2021-2022	Final Approval
		Actual	Estimated	Proposed	
C-5					
C-5.1	Beginning Balance in Reserve Account (end of previous year)		\$0	\$0	
C-5.2	Date of Reserve Approval in Minutes: _____				
C-5.3	Amount to be added to the reserve				
C-5.4	Date of Reserve Approval in Minutes: _____				
C-5.5	SUB-TOTAL	\$0	\$0	\$0	\$0
C-5.6	Identify the amount and project to be spent				
C-5.7	Date of Reserve Approval in Minutes: _____				
C-5.8	Balance to be retained	\$0	\$0	\$0	\$0
C-5.9	TOTAL TO BE SPENT	\$110,553	\$19,347	\$40,701	\$40,701



www.tetoncountywy.gov

August 13th, 2021

Melissa K. Shinkle
Teton County Assessor
State of Wyoming

Attn: To Whom It May Concern

RE: Skyline Improvement & Service District

PO Box 583
200 South Willow Street
Jackson, Wyoming 83001

Pursuant to your request, I am writing to confirm the receipt of the Skyline Improvement and Service District 2021 assessment schedule.

ph: 307.733.4960
fax: 307.732.8444

A total amount of \$207,466.82 to be collected in 2021/2022 from the property owners listed and submitted to my office on July 23rd, 2021.

Thank you,

A handwritten signature in blue ink, appearing to read "Melissa K. Shinkle", with a large, stylized flourish at the end.

Melissa K. Shinkle

Teton County Assessor

655 N WEST RIDGE ROAD TRUST LENTZ, ALLEN D., TRUSTEE	R0008810	PO BOX 869	WILSON, WY 83014-0869	\$4,665,605	\$443,232
ABW-MAM REVOCABLE TRUST WOOD, ALAN B. & MCCRAVEY, MARTHA A., TRUSTEES	R0008895	3115 MALLARD RD	JACKSON, WY 83001-9416	\$2,668,821	\$253,538
ANDERSON, JEFFREY & MARTINE REVOCABLE LIVING TRUST	R0008826	2430 WESTRIDGE RD	LOS ANGELES, CA 90049-1231	\$1,913,256	\$181,760
ASKEW, WILLIAM E. & INDIA P.	R0008822	3708 WIMBLETON LN	BIRMINGHAM, AL 35223-2732	\$3,382,797	\$321,366
BARRETT FAMILY TRUST, THE	R0008832	2633 STEINER ST	SAN FRANCISCO, CA 94115-1141	\$5,851,866	\$555,927
BOEDER, WILLMAR KARL & BARBARA RAYE TRUSTEES	R0008851	PO BOX 8879	JACKSON, WY 83002-8879	\$1,264,961	\$120,171
BUNNETT, JEFFREY J.	R0008857	PMB 337 PO BOX 30000	JACKSON, WY 83002	\$1,509,519	\$143,405
BYRNE, JOHN & KAPOUSOUZ, PENELOPE	R0008836	1482 E VALLEY RD #269	SANTA BARBARA, CA 93108-1200	\$3,122,734	\$296,659
BYRON, JOSEPH A. TRUSTEE	R0008874	3205 W TEAL RD	JACKSON, WY 83001-9418	\$1,788,541	\$169,911
CHAPMAN, MAX C. III & ANA GOMEZ	R0008856	125 N WEST RIDGE RD	JACKSON, WY 83001-9406	\$7,740,102	\$735,309
COOSAIA, PHILLIP A. & KATHRYN A. TRUSTEES	R0008834	PO BOX 10366	JACKSON, WY 83002-0366	\$3,484,941	\$331,070
CUTLER, LEE M. & MARY KEYS TRUSTEES	R0008896	3105 MALLARD RD	JACKSON, WY 83001-9416	\$1,542,123	\$146,502
DAVIS, GEORGE H. JR. & KELLY F. TRUSTEES	R0008837	321 S BEVERLY DR STE M	BEVERLY HILLS, CA 90212-4303	\$6,889,430	\$654,495
DONG, SUSAN E. & JOHANSON, ARNE FAMILY TRUST	R0008814	600 MEADOWLARK RD	JACKSON, WY 83001-9439	\$2,561,422	\$243,335
DRAGONFLY TETONS, LLC	R0008842	3525 TURTLE CREEK BLVD, #19B	DALLAS, TX 75219-5514	\$1,673,889	\$159,019
FAIRBANKS FAMILY TRUST	R0008848	3375 KILLDEER RD	JACKSON, WY 83001-9415	\$3,460,735	\$328,770
FEAGIN, MARTHA TRUSTEE	R0008880	3220 W TEAL RD	JACKSON, WY 83001-9418	\$1,594,240	\$151,453
FLECK FAMILY TRUST	R0008828	PO BOX 2804	JACKSON, WY 83001-2804	\$3,089,422	\$293,495
FLYNN, ERIN & BESSETTE, MICHAEL	R0008889	3175 MALLARD RD	JACKSON, WY 83001-9416	\$1,208,205	\$114,780
FRANKEL, MARSHALL & ELIZABETH TRUSTEES	R0008812	5095 CASA DRIVE	TARZANA, CA 91356	\$2,121,249	\$201,519
GARSON, W. A. LIVING TRUST	R0008884	3225 MALLARD RD	JACKSON, WY 83001-9486	\$1,283,002	\$121,885
GILLETT, GEORGE N. III & KIMBERLY K.	R0008849	PO BOX 1522	DRIGGS, ID 83422-0100	\$2,642,471	\$251,035
GLICK, TIMOTHY & RENEE	R0008843	175 N WEST RIDGE RD	JACKSON, WY 83001-9406	\$3,588,519	\$340,909
GOLDSTEIN, JOHN H. LIVING TRUST	R0008881	PO BOX 155	WILSON, WY 83014	\$3,182,973	\$302,382
GOODSON, DEREK R. & SANDRA MARSHALL-	R0008861	PO BOX 10130	JACKSON, WY 83002-0130	\$1,219,603	\$115,862
GOTTSCHALK, JOHN TRUSTEE	R0008833	1710 S 129TH PLAZA CIR	OMAHA, NE 68144-1480	\$3,615,542	\$343,477
HARLAND, ALIA S. & KURT J.	R0008887	PO BOX 1766	WILSON, WY 83014	\$1,420,936	\$134,989
HEMMINGS, EMERY V.	R0008860	PO BOX 393	WILSON, WY 83014	\$892,165	\$84,755
HFP II LIMITED PARTNERSHIP C/O ROBERT W. HUGHES	R0008838	901 S. MOPAC EXPRESSWAY, BLDG 3, STE 240	AUSTIN, TX 78746	\$1,673,889	\$159,019
HIBBERD, FREDERICK HYDE, JR. & HIBBERD-MEYTRAS, CHRISTINE	R0008827	400 N WEST RIDGE RD	JACKSON, WY 83001-9413	\$3,728,445	\$354,203
HOUFEK, WARNER W. TRUSTEE	R0008850	PO BOX 935	JACKSON, WY 83001-0935	\$1,605,423	\$152,516
HUNT LIVING TRUST	R0008840	255 N WEST RIDGE RD	JACKSON, WY 83001-9411	\$5,537,358	\$526,049
JACOBSON, TIMOTHY ALLEN JACOBSON, TRACY LYNN	R0008821	455 MEADOWLARK RD	JACKSON, WY 83001-9425	\$1,844,288	\$175,208
JENKINS, JOHN LATHAM III & MEGAN KELEHER	R0008891	3155 MALLARD RD	JACKSON, WY 83001-9416	\$1,263,113	\$119,996
JOHNSON FAMILY TRUST JOHNSON, KEITH B. & BETSY A. TRUSTEES	R0008825	250 MEADOWLARK RD	JACKSON, WY 83001-9419	\$5,796,985	\$550,713
JOHNSON, WORTHINGTON, JR. & MARIA	R0008819	PMB 412 PO BOX 30000	JACKSON, WY 83002	\$1,673,889	\$159,019
KARNS, JENNIFER A. REVOCABLE TRUST	R0008892	PO BOX 2808	JACKSON, WY 83001-2808	\$1,428,883	\$135,744
KATZ, SWIRSKY WYOMING TRUST	R0008894	18 HONEY LOCUST COURT MAPLE, ON L6A 1G2	CANADA	\$2,437,788	\$231,590
KNOKE REVOCABLE TRUST	R0008878	PO BOX 10888	JACKSON, WY 83002-0888	\$1,642,224	\$156,011
KRISIK, JOHN FREDERICK & DEBORAH LYNNE	R0008811	575 N WEST RIDGE RD	JACKSON, WY 83001-9414	\$3,290,590	\$312,606
LEWIS, JAMES E. & JEAN C.	R0008815	655 MEADOWLARK RD	JACKSON, WY 83001-9439	\$2,633,461	\$250,179
LINTON, JAMES A. & CAROL J.	R0008845	475 N WEST RIDGE RD	JACKSON, WY 83001-9413	\$4,098,444	\$389,352
LOHUIS, MARY M.	R0008875	PO BOX 7713	JACKSON, WY 83002-7713	\$1,190,616	\$113,109
LONG, KEVIN O. & LAURA O.	R0008839	PO BOX 1813	SHREVEPORT, LA 71166-1813	\$3,221,069	\$306,001
LONG, MARY KATHERINE REVOCABLE TRUST	R0008898	PO BOX 4992	JACKSON, WY 83001-4992	\$2,940,711	\$279,367
MACHOL, WARREN & DEBBIE	R0008816	500 N WEST RIDGE RD	JACKSON, WY 83001-9414	\$3,536,170	\$335,937
MANNO, BRUNO V. JR. & CATHERINE S.	R0008888	120 W 15TH ST APT 4G	NEW YORK, NY 10011-6791	\$2,687,178	\$255,281
MANSON, LARA TRUSTEE	R0008893	#2 TYRAWLEY ROAD LONDON, SW6 4QQ	GREAT BRITAIN	\$2,662,024	\$252,892
MATTHEWS, LINDA K. REVOCABLE TRUST	R0008876	2030 N. ORLEANS, #3	CHICAGO, IL 60614	\$1,408,618	\$133,819
MCCAIN, CAROL A. TRUSTEE	R0008863	PO BOX 1952	JACKSON, WY 83001-1952	\$973,500	\$92,483
MCCOY, T. M. & CHARLENE J.	R0008871	PO BOX 608	WILSON, WY 83014-0608	\$1,450,998	\$137,845
MCNEILL, DORICE S. TRUSTEE	R0008817	525 N WEST RIDGE RD	JACKSON, WY 83001-9414	\$4,167,530	\$395,915
MEEHAN, KEVIN J. C/O TETON VALLEY HEALTH CLINIC	R0008879	PO BOX 4616	JACKSON, WY 83001-4616	\$1,250,903	\$118,836
MGH MARITAL TRUST 1	R0008835	901 S MOPAC EXPRESSWAY, BLDG 3, SUITE 240	AUSTIN, TX 78746-5759	\$2,940,743	\$279,371
MICOJA RANCH, LLC	R0008869	3275 W TEAL RD	JACKSON, WY 83001-9418	\$2,080,792	\$197,675
MINTER, MICHAEL & HILL, EMMA TRUSTEES	R0008824	300 MEADOWLARK RD	JACKSON, WY 83001-9423	\$3,717,111	\$353,125
MJM-AAM REVOCABLE TRUST MCGRATH, MICHAEL J. & ANGELA A., TRUSTEES	R0008844	PO BOX 771	JACKSON, WY 83001-0771	\$3,776,344	\$358,752

NIONDE, LLC	R0008853	PO BOX 7395	JACKSON, WY 83002-7395	\$1,673,889	\$159,019
NORTON, ROBERT R. ET UX	R0008830	PO BOX 1349	JACKSON, WY 83001-1349	\$1,804,391	\$171,418
OKSANEN, CARL & MARIA	R0008890	PO BOX 1537	JACKSON, WY 83001-1537	\$1,085,931	\$103,163
PARKER, LEWIS & KIMBERLY	R0008868	PO BOX 1023	WILSON, WY 83014-1023	\$1,563,305	\$148,514
PERKINS, LEIGH H. JR. DECLARATION OF TRUST	R0008831	PO BOX 2116	JACKSON, WY 83001-2116	\$3,324,453	\$315,824
POLAR EXPRESS, LLC	R0008858	1005 S POLK ST	AMARILLO, TX 79101-3407	\$1,673,889	\$159,019
POLAR EXPRESS, LLC	R0008859	1005 S POLK ST	AMARILLO, TX 79101-3407	\$5,725,383	\$543,911
RACOW FAMILY TRUST	R0008847	PO BOX 15510	JACKSON, WY 83002-5510	\$2,829,049	\$268,759
RIDGWAY, ELIZABETH W. TRUSTEE	R0008883	PO BOX 732	WILSON, WY 83014-0732	\$1,010,246	\$95,974
ROGERS, ILA B. TRUSTEE	R0008866	PO BOX 1508	JACKSON, WY 83001-1508	\$1,020,346	\$96,932
SCHWARTZ, WILLIAM P. & CHERYL RANCK	R0008818	PO BOX 4145	JACKSON, WY 83001-4145	\$2,214,777	\$210,404
SF REVOCABLE TRUST	R0008886	PO BOX 8431	JACKSON, WY 83002-8431	\$1,345,376	\$127,810
SKYLINE RANCH LLC	R0008809	PO BOX 681	WILSON, WY 83014-0681	\$2,550,400	\$242,287
STEVENS, KENDALL W. REVOCABLE LIVING TRUST	R0008872	1479 SPRUCE STREET	SUFFIELD, CT 06078	\$1,522,606	\$144,648
STOCKHOUSE, NANCY K.	R0008855	3400 KILLDEER RD	JACKSON, WY 83001-9415	\$2,291,926	\$217,733
SWEET REVOCABLE TRUST, THE	R0008897	3600 CASSAVA DR	AUSTIN, TX 78746-1526	\$3,588,838	\$340,940
TEAL SKYLINE PROPERTY, LLC	R0008877	3197 EAGLE WATCH DR	WOODSTOCK, GA 30189-6851	\$1,736,630	\$164,979
THULIN, JOSHUA K. & CHRISTINE	R0008862	3200 MALLARD RD	JACKSON, WY 83001-9486	\$2,128,748	\$202,231
TREE HOUSE TRUST, THE	R0008820	400 MEADOWLARK RD	JACKSON, WY 83001-9425	\$3,002,422	\$285,230
ULRICH, WALLACE L. & SAMFORD, LISA	R0008865	3100 MALLARD RD	JACKSON, WY 83001-8404	\$1,034,983	\$98,323
VAN GENDEREN, LARRY ET UX	R0008854	PO BOX 1162	JACKSON, WY 83001-1162	\$3,142,960	\$298,581
VANCE, ROBERT D.	R0008882	821 PARK DRIVE	MAYSVILLE, KY 41056	\$2,375,768	\$225,698
VILLAUME, WALTER F. III & CYNTHIA A.	R0008873	25672 RANGEWOOD ROAD	LAGUNA HILLS, CA 92653	\$1,932,912	\$183,626
WAGGONER FAMILY TRUST	R0008864	266 REDLANDS ST	PLAYA DEL REY, CA 90293-8032	\$1,122,458	\$106,633
WARZINIACK, JOSEPH F. & CAROLYN J.	R0008885	PO BOX 1891	JACKSON, WY 83001-1891	\$1,250,770	\$118,823
WEHRLE, MICHAEL H.	R0008899	3150 W TEAL RD	JACKSON, WY 83001-9417	\$1,867,908	\$177,451
WILLOTT REVOCABLE TRUST	R0008841	PO BOX 7538	JACKSON, WY 83002-7538	\$6,366,675	\$604,834
WYHUS LLC	R0008852	PO BOX 7395	JACKSON, WY 83002	\$4,538,400	\$431,148
YANNIOS, THOMAS S. & RUBINSON, EDITH	R0008870	43 HILL ROAD	STILLWATER, NY 12170	\$917,859	\$87,197
SKYLINE RANCH IMPROVEMENT SERVICE DISTRICT	R0020111	PO BOX 3601	JACKSON, WY 83001		vacant/exempt
SKYLINE RANCH IMPROVEMENT SERVICE DISTRICT	R0020112	PO BOX 3601	JACKSON, WY 83001		vacant/exempt
SKYLINE RANCH LLC	R0008813	PO BOX 681	WILSON, WY 83014-0681	\$17,541	\$1,666 vacant
WAGGONER FAMILY TRUST	R0008867	266 REDLANDS ST	PLAYA DEL REY, CA 90293-8032	\$459,484	\$43,651 vacant
ST. JOSEPH'S INDIAN SCHOOL	R0008823	1301 N MAIN ST	CHAMBERLAIN, SD 57325-1656	\$945,700	\$89,842 vacant
BYRNE, JOHN & KAPOUSOUZ, PENELOPE	R0008829	3215 W KING EIDER RD	JACKSON, WY 83001-9194	\$1,673,889	\$159,019 vacant
				Grand Total:	\$21,448,910
				2021/2022 Assessments:	\$207,467

20 Year Loan Term Financial Projections

Applicants must provide a spreadsheet/schedule for the projected revenues and expenses for the dedicated source of repayment for the "term of the loan". Which may include: increased user fees/tap fees, new hookup fees, and/or tax levies etc. Adjust the spreadsheet as necessary to reflect the projected revenues and expenses for the term of the SRF loan.

Revenue:	Current year budget	Year 2022 Projected	Year 2023	Year 2024	Year 2025	Year 2026
Beginning cash on hand	\$97,326.46	\$94,028.46	\$102,533.46	\$117,203.65	\$132,340.34	\$147,988.56
Assessments			\$7,250.00	\$7,250.00	\$7,250.00	\$7,250.00
Unmetered Water Revenue	\$49,093.00	\$49,093.00	\$55,925.00	\$57,882.38	\$59,908.26	\$62,005.05
Metered Water Revenue	\$19,958.00	\$36,691.00	\$37,975.19	\$39,304.32	\$40,679.97	\$42,103.77
Other Revenue						
Total Revenue	\$166,377.46	\$179,812.46	\$203,683.65	\$221,640.34	\$240,178.56	\$259,347.38

Expenses:	Current year budget	Year 2022 Projected	Year 2023	Year 2024	Year 2025	Year 2026
O & M expenses	\$78,774.00	\$83,560.00	\$86,480.00	\$89,560.00	\$92,710.00	\$95,954.85
Salaries and Wages						
Purchased Water						
Purchased Power	\$3,594.00	\$4,650.00	\$4,820.00	\$4,990.00	\$5,170.00	\$5,350.95
Current Debt payments						
New CW or DW debt payment		\$725.00	\$7,250.00	\$7,250.00	\$7,250.00	\$7,250.00
Total Expenses	\$82,368.00	\$88,935.00	\$98,550.00	\$101,800.00	\$105,130.00	\$108,555.80
Ending cash on hand	\$84,009.46	\$90,877.46	\$105,133.65	\$119,840.34	\$135,048.56	\$150,791.58

Reserve/Sinking Fund	Current year budget	Year 2022 Projected	Year 2023	Year 2024	Year 2025	Year 2026
Deposits to Reserves (depreciation)	\$10,019.00	\$11,656.00	\$12,070.00	\$12,500.00	\$12,940.00	\$13,400.00

Year 2027	Year 2028	Year 2029	Year 2030	Year 2031	Year 2032	Year 2033	Year 2034
\$164,191.58	\$180,961.69	\$198,318.77	\$216,283.34	\$234,876.67	\$254,120.77	\$274,038.41	\$294,653.17
\$7,250.00	\$7,250.00	\$7,250.00	\$7,250.00	\$7,250.00	\$7,250.00	\$7,250.00	\$7,250.00
\$64,175.22	\$66,421.36	\$68,746.10	\$71,152.22	\$73,642.55	\$76,220.03	\$78,887.74	\$81,648.81
\$43,577.40	\$45,102.61	\$46,681.20	\$48,315.04	\$50,006.07	\$51,756.28	\$53,567.75	\$55,442.62
\$279,194.20	\$299,735.66	\$320,996.07	\$343,000.60	\$365,775.28	\$389,347.08	\$413,743.89	\$438,994.59

Year 2027	Year 2028	Year 2029	Year 2030	Year 2031	Year 2032	Year 2033	Year 2034
\$99,313.27	\$102,789.23	\$106,386.86	\$110,110.40	\$113,964.26	\$117,953.01	\$122,081.37	\$126,354.21
\$5,538.23	\$5,732.07	\$5,932.69	\$6,140.34	\$6,355.25	\$6,577.68	\$6,807.90	\$7,046.18
\$7,250.00	\$7,250.00	\$7,250.00	\$7,250.00	\$7,250.00	\$7,250.00	\$7,250.00	\$7,250.00
\$112,101.50	\$115,771.31	\$119,569.55	\$123,500.74	\$127,569.51	\$131,780.69	\$136,139.27	\$140,650.39
\$167,092.69	\$183,964.35	\$201,426.52	\$219,499.86	\$238,205.77	\$257,566.39	\$277,604.62	\$298,344.20

Year 2027	Year 2028	Year 2029	Year 2030	Year 2031	Year 2032	Year 2033	Year 2034
\$13,869.00	\$14,354.42	\$14,856.82	\$15,376.81	\$15,915.00	\$16,472.02	\$17,048.54	\$17,645.24

Year 2035	Year 2036	Year 2037	Year 2038	Year 2039	Year 2040	Year 2041
\$315,989.44	\$338,072.48	\$360,928.44	\$384,584.34	\$409,068.21	\$434,409.01	\$460,636.74
\$7,250.00	\$7,250.00	\$7,250.00	\$7,250.00	\$7,250.00	\$7,250.00	\$7,250.00
\$84,506.51	\$87,464.24	\$90,525.49	\$93,693.88	\$96,973.17	\$100,367.23	\$103,880.08
\$57,383.11	\$59,391.52	\$61,470.22	\$63,621.68	\$65,848.44	\$68,153.14	\$70,538.50
\$465,129.07	\$492,178.25	\$520,174.15	\$549,149.91	\$579,139.82	\$610,179.38	\$642,305.32

Year 2035	Year 2036	Year 2037	Year 2038	Year 2039	Year 2040	Year 2041
\$130,776.61	\$135,353.79	\$140,091.18	\$144,994.37	\$150,069.17	\$155,321.59	\$160,757.85
\$7,292.80	\$7,548.04	\$7,812.22	\$8,085.65	\$8,368.65	\$8,661.55	\$8,964.71
\$7,250.00	\$7,250.00	\$7,250.00	\$7,250.00	\$7,250.00	\$7,250.00	\$7,250.00
\$145,319.41	\$150,151.84	\$155,153.40	\$160,330.02	\$165,687.82	\$171,233.14	\$176,972.55
\$319,809.66	\$342,026.41	\$365,020.75	\$388,819.89	\$413,452.00	\$438,946.23	\$465,332.77

Year 2035	Year 2036	Year 2037	Year 2038	Year 2039	Year 2040	Year 2041
\$18,262.82	\$18,902.02	\$19,563.59	\$20,248.32	\$20,957.01	\$21,690.51	\$22,449.67

Estimated Project Budget Table By Funding Source

Completed By: Nelson Engineering, Josh Kilpatrick, PE **Completed For:** Skyline ISD Metering Project

Activity Costs:	Funding Source: DWSRF	Funding Source:	Funding Source:	Funding Source:	Total
Administration	0				\$0
Legal	0				\$0
Land Acquisition	0				\$0
Engineering- Basic	14,400				\$14,400
Engineering- Resident Project Rep. Services	10,800				\$10,800
Engineering- Additional Services	0				\$0
Construction	108,700				\$108,700
Contingency	11,100				\$11,100
Total Project Costs	\$145,000	\$0	\$0	\$0	\$145,000
Funding Source Percentage By Project Costs	100%	0%	0%	0%	100%

Applicant: SKYLINE IMPROVEMENT & SERVICE DISTRICT

Project Name: SKYLINE ISD METERING PROJECT

Environmental Review

Agency	Date Review Requested	Date Clearance Received
Archeological and Historic Preservation Act	7/19/2021	7/23/2021
Protection of Wetlands	7/19/2021	8/9/2021
Farmland Protection Policy Act	7/19/2021	7/23/2021
Endangered Species Act	7/19/2021	7/21/2021
Clean Air Act	7/19/2021	7/20/2021
Greater Sage-Grouse Core Area Protection	7/19/2021	7/27/2021
Other		
Other		

Submit the following items which are due 45 days prior to the SLIB meeting:

- 1) Environmental assessment report.
- 2) Affidavit of Publication- Findings of No Significant Impact (FONSI)
**** The FONSI notice must be pre-approved by DEQ prior to publication.**

OR:

- 1) Affidavit of Publication-Categorical Exclusion (CAT EX)
**** The CAT EX notice must be pre-approved by DEQ prior to publication.**

Please use the space below to detail any issues or problems we should be aware of.

N/A

Jackson Hole News & Guide
PROOF OF PUBLICATION

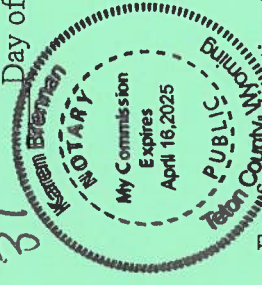
COUNTY OF TETON
THE STATE OF WYOMING

Kevin Olson

Being duly sworn, deposes and says that he is the Publisher of the JACKSON HOLE NEWS & GUIDE, weekly newspaper published in Jackson in said county and state, and that the annexed Notice was published in 1 consecutive issues of said newspaper and not in a supplement, the first publication thereof being on August 25, 2021

Kevin Olson

31 Subscribed in my presence and sworn to before me this Day of August, 2024



Karen Breneman
NOTARY PUBLIC

Fee for Publication \$ 180.90 Charge to the following:

Account No: 16615 Name: Skylar Improvement & Service District

Address: PO Box 3601 Jackson WY 83601

**CATEGORICAL EXCLUSION DETERMINATION
for the Skyline Improvement and Service District,
Teton County, Wyoming**

The Department of Environmental Quality/Water Quality Division (DEQ) has conducted a review of the proposed Skyline ISD Water Meter Project in accordance with EPA and State of Wyoming procedures for implementing the State Environmental Review Process. DEQ has determined that this project is eligible for a categorical exclusion. Accordingly, DEQ is exempting the project from further substantive environmental review requirements under the State Environmental Review Process. Neither an Environmental Assessment/Finding of No Significant Impact nor an Environmental Impact Statement/Record of Decision will be required for the proposed action.

The following is a brief description of the situation and the proposed action and a brief statement of how the action meets the criteria for a categorical exclusion.

The Skyline ISD Water Meter Project consists of the replacement of eighty-six (86) 20+-year-old manual-read water meters at Skyline Ranch with new meters and an automatic radio read metering system. New meters will be installed at current meter locations (typically in residential crawlspaces) and the radio read system will enable the District to automatically collect meter readings from roadways adjacent to each

residence. The project is necessary due to the advanced age of the existing meters, current meter inaccuracies leading to an underestimation of actual flows, as well as an increase in unaccounted water usage, and difficulty physically accessing and reading the meters for reporting. Completion of the project is expected in late Fall of 2022. Based on current cost estimates, the District plans to borrow \$145,000 from the Wyoming Drinking Water State Revolving Loan Fund administered by the Wyoming Office of State Lands and Investments. A special assessment will repay the loan. The assessment is estimated to be \$85/year per user to repay the loan. Loan terms will be 0% interest rate and 20 years.

The District has inspected and is familiar with the project area. The District has found no evidence and has no knowledge that the project area contains endangered/threatened species, suitable habitat for endangered/threatened species, migratory birds, eagles, jurisdictional waters of the United States, or prime agricultural lands. The District is aware of and accepts responsibility for any required mitigative actions associated with and including storm water runoff, erosion control, archeological/historic artifacts, and air quality concerns. These will be part of the standard State Revolving Funds Program contract conditions.

DEQ is granting an exclusion because the project will be constructed in previously disturbed ground, more specifically residential crawlspaces. DEQ has determined that exempting the proposed project from further review under the State Environmental Review Process will not result in adverse impacts to the population or the area of Skyline Ranch in Teton County, Wyoming.

The documentation to support this decision will be on file in the DEQ Cheyenne Office and is available for public scrutiny upon request. Comments concerning this decision may be addressed to Stan Miller, SRF Project Engineer, Department of Environmental Quality, 200 W. 17th St. Suite 200, Cheyenne, WY 82002, Tel. (307) 777-6371, FAX (307) 635-1784, email: stanley.miller@wyo.gov.

Para español, visit deq.wyoming.gov

Publish: 08/25/21

Applicant: SKYLINE IMPROVEMENT & SERVICE DISTRICT

Project Name: SKYLINE ISD METERING PROJECT

Public Meeting

Enter the date public hearing was held for local participation/review of proposed project which included presentation of project alternatives. **The public meeting notice must be pre-approved by DEQ prior to publication.**

Public meeting date: Thursday, August 19, 2021

Submit a copy of the following items with your application

- 1) A copy of the mandatory public hearing publication notice.
- 2) Signed copy of minutes from public hearing

If at the time of submitting this application you have not held a public meeting, please explain why you haven't. Also, provide estimates of when the Public Meeting notice will be provided to DEQ for pre-approval, and estimated timeframe for when it will be advertised upon DEQ approval.

N/A

Jackson Hole News & Guide
PROOF OF PUBLICATION

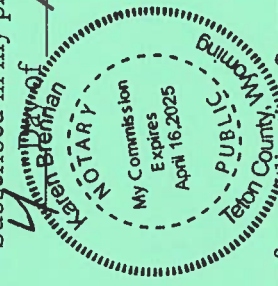
COUNTY OF TETON
THE STATE OF WYOMING

Kevin Olson

Being duly sworn, deposes and says that he is the Publisher of the JACKSON HOLE NEWS & GUIDE, weekly newspaper published in Jackson in said county and state, and that the annexed Notice was published in 1 consecutive issues of said newspaper and not in a supplement, the first publication thereof being on July 28, 2021

Kevin Olson

Subscribed in my presence and sworn to before me this August, 2021



Karen Brennan
NOTARY PUBLIC

Fee for publication \$ 125.63 Charge to the following:

Account No: 16615 Name: Stateline Improvement & Service District

Address: PO Box 3601 Jackson WY 83301

NOTICE OF PUBLIC MEETING

The Skyline Improvement and Service District, Teton County, Wyoming, will conduct a public meeting at 4:00 P.M. local time, on August 19, 2021, at the Brokers of Jackson Hole Real Estate conference room located at 138 N. Cache St., Jackson, WY. Virtual attendance is available by Zoom at: <https://us04web.zoom.us/join>, ID: 301 092 4055. The purpose of the meeting is to allow citizens to review and comment on the Skyline ISD Metering Project. The project includes replacement of eighty-six (86) 20+-year-old manual-read water meters at Skyline Ranch with new meters and an automatic radio read metering system. New meters will be installed at current meter locations and the radio read system will enable the District to automatically collect meter readings from roadways adjacent to each residence. The project is necessary due to the advanced age of the existing meters, current meter inaccuracies leading to an underestimation of actual flows, as well as an increase in unaccounted water usage, and difficulty physically accessing and reading the meters for reporting.

At the meeting, the Skyline ISD will present the preliminary design of the proposed project and will discuss the estimated cost of the improvements and the plan for funding the improvements. A preliminary plan of improvements, cost estimates, and the funding plan can also be accessed for review on the Skyline ISD website (<https://www.skylineranchisd.com/> water), or at the office of Nelson Engineering, 430 S. Cache St., Jackson, WY. Contact Jim Lewis (Treasurer & Secretary of the Skyline ISD) at (307) 413-0829 or Josh Kilpatrick at Nelson Engineering.

Based on current cost estimates, the Skyline ISD plans to borrow \$145,000 from the Wyoming Drinking Water State Revolving Loan Fund administered by the Wyoming Office of State Lands and Investments. A special assessment will repay the loan. The assessment is estimated to be \$85/year per user to repay the loan. Loan terms will be 0% interest rate and 20 years.

Written comments are also welcome. Send written comments to Nelson Engineering, Attn: Suzanne Lagerman, P.O. Box 1599, Jackson, WY 83001, or slagerman@nelsonengineering.net by 2:00 P.M. local time on August 19, 2021.

Para español, visite deq.wyoming.gov

Publish: 07/28/21

Minutes of Public Meeting

Skyline Improvement and Service District

August 19, 2021
Berkshire Hathaway Offices

Attendees:

Skyline ISD Directors
and Officers Present:

Kurt Harland (Chairman)
Latham Jenkins (Vice-chairman)
Jim Lewis (Treasurer)

Consultant:

Josh Kilpatrick, Nelson Engineering

Sign-in sheet attached.

I. Opening

A. **Call to Order** – 4:04 PM by Kurt Harland.

B. **Introductions 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 fulfill 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 installation of new meters was one of the recommendations from the WWDC Level II report, but the intent of the meeting was to discuss the metering project not the report itself or its findings; Josh explained that after the public meeting closes, there will be a regular District meeting, and questions pertaining to the report could be posed and addressed by the board at that time.

II. Skyline ISD Metering Project

This section of the meeting included a presentation by Josh Kilpatrick. Josh gave a brief history of the water system and discussed the need for the project. He explained that the project consists of the replacement of 85+ existing residential water meters, the majority of which—around 95%—are in excess of 20-years-old, at which point the meters have mechanical issues and need repair or replacement, as is the industry standard practice. He elaborated on the fact that the condition of the meters is critical to the District so that accurate readings can be obtained for bookkeeping, and on the residents' side of things, new meters would alleviate the often-difficult process of accessing and recording the readings as a number of meters are located in crawlspaces. Another problem that the District faces is that the readings are requested on a bi-annual basis but are not always provided in a timely manner. Josh explained that new meters can better facilitate monthly water audits and decision making regarding the commissioning of leak detection surveys (meter readings can be collected monthly and be compared to the well production to ascertain whether or not there are leaks in the system), and can provide the District with more flexibility for billing based on monthly water usage. He presented a map of the project area (a copy of this exhibit is attached) and explained that new meters will be installed in all of the existing residences within the District.

Josh mentioned that there were not a lot of available project alternatives but that they included a solid-state meter (typically that is an ultrasonic meter) with no internal moving parts, and a mechanical type meter (positive displacement) with internal moving parts that need to be replaced every 20 years, along with the registers.

He gave the total estimated project cost as \$145,000.

The timeframe for the projects was given as follows: SLIB meeting in early February 2022, design in March/April of 2022, bidding in May/June of 2022, and installation of meters in July/August of 2022.

III. Proposed Approach to Financing

Josh Kilpatrick then segued into this section of the meeting by explaining that District is requesting a \$145,000 loan which is the entirety of the project budget; 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 equate to a per user average annual payment of approximately \$85.00.

IV. Questions and Discussion – Public Comment

Josh Kilpatrick relayed that one written comment from Bill Racow was received and read it aloud along with the District's written response. A copy of Bill's comment and the District's response is attached. Josh elaborated on the District's response explaining that typically Districts and municipalities keep to the 20-year cycle for meter replacement, and his understanding is that the board wants to pursue the new meters to reduce the amount of time that it takes to collect the meter readings and would rather not have people accessing their crawlspaces to do so.

Josh then presented product sheets and images of an example meter and meter installation/completion check out form (a copy of these materials is attached), and he explained what the new system would entail as far as components, the general process for collecting and downloading the data, and the benefits of a radio-read system, specifically in relation to a system that has difficulty meeting peak hour demand based on limited well production.

Josh then opened the meeting to the public for project-specific questions and comments.

Maria Johnson asked at what point the District will know what meter will be chosen since she and her husband are in the final stages of building a new house (to be completed in the next couple of months) and would like to install the correct meter now. Josh explained that a certain meter had not yet been chosen. Town of Jackson and Spring Creek ISD use Neptune, and Teton Village WSD uses Sensus. Josh could not commit to a decision within her timeframe. Maria explained that a neighbor put in a Neptune model about a year ago. Josh agreed that a Neptune would probably be a safe choice. He said that what the District would probably do for anyone who has installed a Neptune meter recently (in the last 5-10 years) is get the make and model number and perhaps switch out the register with a register that has a radio-read capability.

Jim Lewis commented that the rules of the loan program stipulate that the meters cannot be Chinese. Josh stated that he believes that the components can be made in China, but the final product cannot be manufactured in China; he further stated that to his knowledge Neptune has its own plant in the United States, and he thinks that Sensus does as well.

Worthy Johnson was wondering, between Nelson Engineering and the board, when the meter selection will be made. He stated that there has been a year-long discussion, and everyone said the meter choice would be Neptune. He said that his building project [previously mentioned by Maria Johnson] is ready for water system connection and will need a meter

installation within the next three weeks, and he doesn't want to switch it out later. Josh stated that he believes that the District can stipulate which meter manufacturer it wants to use but he would need to verify that with DWSRF project engineers. He stated that the last meter project he did was with Spring Creek ISD, and it had a procurement contract where several suppliers submitted bids, and one was selected in that manner. Josh is of the opinion that Neptune is the lowest cost alternative, but he doesn't think that a decision can be made until the project is funded (February 2022).

Corbin McNeill asked if this has been put through a procurement process of evaluating reliability, guarantees, and cost, or is this a matter of just replicating another District that Clearwater Operations is associated with. Josh replied that he contacted HD Fowler for a quote for ultrasonic and positive displacement type meters and the automatic radio-read system, and the loan request includes that quote along with an installation price as discussed with a local plumber, plus a 15% contingency that would account for another company that's more expensive. In Josh's experience, a lot of these companies are pretty close in price; he doesn't anticipate that there will be more than a 15% difference in price.

Corbin stated that he understands that this is a modest-sized project (under 100 meters); he stated that he sat on a board of an automated meter reading company and explained that there are a number of different collection methods for data, such as connection to the local telephone network or tie-in with the Lower Valley Energy's power line meter reading. He'd like to know if those alternatives have been evaluated. Josh stated that those alternatives have not been explored but that his recollection was that when those networks were set up (sub-bases throughout the community that collect meter readings automatically, transmitting from each sub-base back to a main/home base), that was going to be something fairly expensive with only a 20-year life, and he was under the impression that the overall cost would not be worth it. Josh mentioned that another option was cellular data collection, but that service would have monthly fees as well. Cellular is an option provided by all of the major meter reading companies. Radio-read, as proposed, was the simplest and most widely-used data collection method available to residential users.

Corbin asked what experience Josh has had locally. Josh responded that the Town of Jackson, Teton Village WSD, and Spring Creek ISD all collect their meter readings monthly with a hand-held device, and said that he could check into some other local systems. Corbin asked if they use the same system that Josh is recommending. Josh stated that yes, it's roughly the same.

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

Corbin asked if the District is going to replace every meter and add some form of electronic transmission device. Josh responded yes and explained that it's important to gather/collect information pertaining to the size, age, type, and manufacturer of existing meters so that the exact size and number of meters, registers, and backflow preventers needed can be ascertained. If some of the existing meters or backflow preventers are less than 10-years-old and usable, that could save on costs.

Corbin stated that in his experience the majority of the meters will need to be replaced. Josh agreed, adding that 95% of the lots were developed prior to 2001 and only four lots have been built on in the last 20 years, and 20 years is the industry standard for meter replacement.

Corbin stated that he supports the meter replacement but wants to make sure that the District gets the right technology and that a procurement process has been followed so that the right reliability and sustainability standard is secured; he believes that the meter should be guaranteed for 20 years within 5%+/- but that the District would be hard pressed to get that type of guarantee on the electronics. Josh replied that the solid-state ultrasonic meters have a 20-year battery life; a minimum 10-year warranty could be specified, of course the cost would increase, but that's something that can be added, warranty and software requirements if the District needs to download...

Corbin interrupted asking if software updates within five years could be free or part of the cost. Josh agreed stating that typically a software update will be necessary three to five years down the road, and the software has to be compatible with the District's billing software, so that stipulation could be included as well. Josh explained that the project is in its infancy, and there are a fair number of items to be looked at and reviewed.

Worthy Johnson asked if, say, there are four houses that are new, as in two to three years from construction with meters that are 100% compatible with the proposed meters, have wireless communication already available, and numerous backflow preventers are in place, how would the District financially handle a situation like that when the plan is to charge each property owner \$87 per year for a new meter and appurtenances. Josh deferred to Jim Lewis to address that question but stated that perhaps the assessment would be reduced for that owner or those owners.

Worthy continued, asking if no upgrade is needed at all, how would that situation be handled. Jim Lewis responded that he sees the meter photos

that are sent in, and he is not aware of any properties that currently have a meter with radio-read, including the four most recently built. They simply have a new style mechanical reader but are not radio-read. He stated that he's not sure what Worthy is planning on installing, but Jim is not aware of a single radio-read meter in Skyline Ranches.

Worthy again asked how it would be handled if anyone put in a compatible unit in the near future. He then asked if Josh assisted Shooting Star or 3 Creek [with their meter projects]. Josh replied that he did assist 3 Creek, but they didn't have existing meters, so it wasn't a comparable project. The meters were all brand new and had to be plumbed in. Jim Lewis replied that if Worthy put in a completely compatible radio-read meter, the District would ask for funding for one less meter/assembly, and only those who get the new units would be assessed.

Worthy then asked Josh, on the systems that he has put in, in relationship to the volume of water coming from the well, how much of a discrepancy has been found between the meter reads and well reads, on average annually, on a percentage basis. Josh explained that the term is "unaccounted for" water and includes unmetered water and leakage, and a good system will be around 5%, and anywhere between 5 and 10% is fairly normal, but anything above 10% should be addressed, a leak detection survey should be commissioned. Worthy asked where the District is at; Josh replied with 15%, clarifying that it could be a meter accuracy issue. The meter readings are also sent in at all different times and so there could be inaccuracies based on that fact. There could also be a small leak in the system. A leak was found and repaired previously, and at that time the unaccounted for water was at 35% or so. Jim Lewis stated that it was not 35%, but it was high. Josh stated that leaks would be noticeable based on the unaccounted for water, and with new meters that are read monthly, the District would know within a month that there is a leak.

Jim Lewis added that he had an open flap on a toilet at his part-time home in Arizona, and with proper metering by the water authority, he was made aware of unusual usage indicating a problem and was able to have it repaired by the caretaker in short order, reducing his bill and strain on the water system.

Josh added that with the new meter technologies, the hand-held unit can be placed beside the meter and, in his experience with the Neptune model, an operator can download and chart the last 45 days of water usage and see the actual water usage, a spike indicative of a leak, etc.

Worthy Johnson added that there's a new product available that insurance companies often require homeowners to have, called a phyn, that is attached to the main supply line to the house, that detects a large flow and

automatically shuts off the water and sends a message to the owner via an app or the owner can shut the phyn remotely. It's a costly item but something that may be of interest. Warren Machol commented that he has that device, and it catches even minor events like a sprinkler set for 15 minutes to water the landscaping and sends a message that there could be a possible leak. It may not catch a running toilet, but it's a good system that can catch a leak and prevent significant internal damage to a house. Josh commented that he did not believe that SLIB would fund a device like that, but the comment was helpful. Josh mentioned that a hydrant was hit by a truck driver recently in Teton Village, and the resultant water hammer (pressure spike) in the system caused flooding in the nearby multi-million-dollar homes with fire sprinklers. Perhaps that device would have been helpful to those homeowners. Warren stated that the device Worthy mentioned was more of a security measure for the internals of a house, not the water system itself.

Warren Machol then had several questions. Warren restated that leakage of 5% [unaccounted for water] for a brand-new system is pretty typical, and for a system the District's age 10% would be a closer expectation, so then he asked the following: if there is 15% that's currently unaccounted for, the extra 5% is how many gallons? Josh and Kurt replied that it's around 2.5 million. Warren asked what the total usage is in gallons; Josh replied 22 million gallons reported at the meters at the home, 25-26 million per year. Warren then questioned or rather stated that the difference between 22 and 25 is 3 million gallons, and 10% is normal, so the District is looking or 500,000 gallons at the homes. Warren stated that the meters aren't accurately reading and reiterated the math that brought him to 500,000 gallons. Josh then stated that perhaps the 500,000 gallons is at the homes, but he was not sure of the breakdown of the unaccounted for water, whether it is leakage, unaccounted for usage, or inaccuracy of the meter.

[Individuals talking over one another.]

Warren then restated that a brand-new system is 5%, 10% is for an older system, and the District has 15%, then the difference is 5% or a delta 5%. Josh agreed. Warren then stated that the math would be 500 times \$1.70, and then asked how much money the District is looking for. Kurt Harland stated that the District is looking for accuracy not necessarily money. Warren then stated that the District is going to spend \$8,000 a year on debt service (20-year debt service for a product that may last 10 years), and he is trying to understand what the District is spending versus what it is investing, considering that the District needs to spend millions on the water system. He posed the following rhetorical question: what is the best way to spend the money? He went on to state, if the District has 500,000 gallons, times \$1.70 [per 1000 gallons], that equals \$850, concluding that the District will realize \$850 by spending \$8,000. Josh replied that the District is looking

for efficiency in collection of meter readings and bookkeeping, in completing water audits, and tracking leaks throughout the distribution system so that the District can make an educated decision in the future regarding when the distribution system will need to be replaced, so there is value to the installation of the new meters now so that those projections can be made.

Warren then commented that the meters at the pumphouse are valuable so that the District can collect that data and know what is being pumped at a relatively low cost, but he is looking at what the District needs to spend in the future and feels that for \$150,000 a several hundred-thousand-gallon storage tank could be installed instead, an alternative for the same money, and asked which alternative would give the District the best service and pieces. He then asked, why the District wants to spend \$145,000 on meters today. Josh replied that the storage tank cost would depend on the size and would need to include booster pumps, which was discussed during the Level I meeting, and could easily cost over a million dollars.

Warren then summarized that he's looking at the fact that there is a total borrowing capacity for the community and is wondering how the District can get the best, most reliable system for that money; he again mentioned that the District is looking for \$850 in savings by spending \$8,000 per year; he stated that there are many options to make the system more reliable; and asked what additional benefit the District is getting by putting this system in. He stated that he appreciated the idea that more readings and data can be collected but that there are a lot of things that are not working in the system, so he asked what the net benefit is, because he believes that there's a negative net benefit of \$7,000 per year. Josh clarified that he estimated a hard cost of \$800-900 per meter installation and alluded to the fact that it's difficult to assign a value to the benefit to the homeowners for the convenience of not having to access crawlspaces to take meter readings as well as the benefit to the District of timely meter readings for bookkeeping and tracking. He stated that it's up to the District to make the final decision. He added that there are many local communities putting in the same systems, and there are good reasons for it. Warren then followed up by saying that he spoke to representatives of the Aspens and Indian Springs, both decided that the cost of labor and meters was better spent in other places throughout the water systems for better value, so he believes that there is some debate about the topic.

Warren then asked, if 20-year debt is incurred on each individual property, and a meter breaks in, say, five years, who is responsible for repairing that meter. Jim Lewis replied that it's the District's responsibility. Jim added that one of the stipulations of the loan application is that the District own and maintain the meters. Jim mentioned that the Town of Jackson has the same policy in place (the Town owns the system's water meters). Warren asked for confirmation that the current District rules and regulations are not written

that way, and Jim agreed. Currently the regulations state that from the curb stop in to the property, the owner is responsible for water service line repairs and maintenance. The District's attorney, Paul D'Amours, is assisting the District with a redraft of the regulations to amend that language.

Warren then asked if the District is taking responsibility for the service lines themselves. Jim replied that no, the District will only own the meters on those service lines, since the financing is for the meters only, not the lines. Warren and Jim discussed the matter for some time and concluded together that the property owner will be responsible for the line from the curb stop to the meter, the District will be responsible for the meter, and then the owner will pick up responsibility for the line after the meter and into the internal plumbing of the house. Warren stated that he'd like to see the new language for the regulations, and Jim said that he certainly could. Warren stated that the situation was unique, and Josh added that it was not unique, Teton Village Water and Sewer District and the Town of Jackson have similar regulations. Josh elaborated that, in the case of new construction, Teton Village WSD and the Town will require a property owner to pay for the meter with the connection fee. Josh stated that moving forward the District would either buy the future meters for the remaining four or five lots and be reimbursed by the owner, or the owner would be required to purchase the meter that the District specifies, and the District would own the meter. Jim agreed.

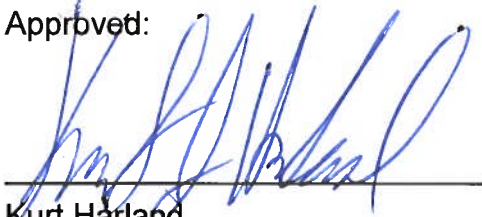
Warren stated in closing that he appreciated the fact that backflow prevention was considered. Jim thanked Warren for suggesting that protection which has now been added to the project.

V. Close Public Meeting

Josh Kilpatrick asked for additional questions, and when there were none, Kurt Harland closed the public hearing. The hearing was adjourned at 4:56 PM.

Minutes respectfully submitted: Suzanne Lagerman, Nelson Engineering

Approved:

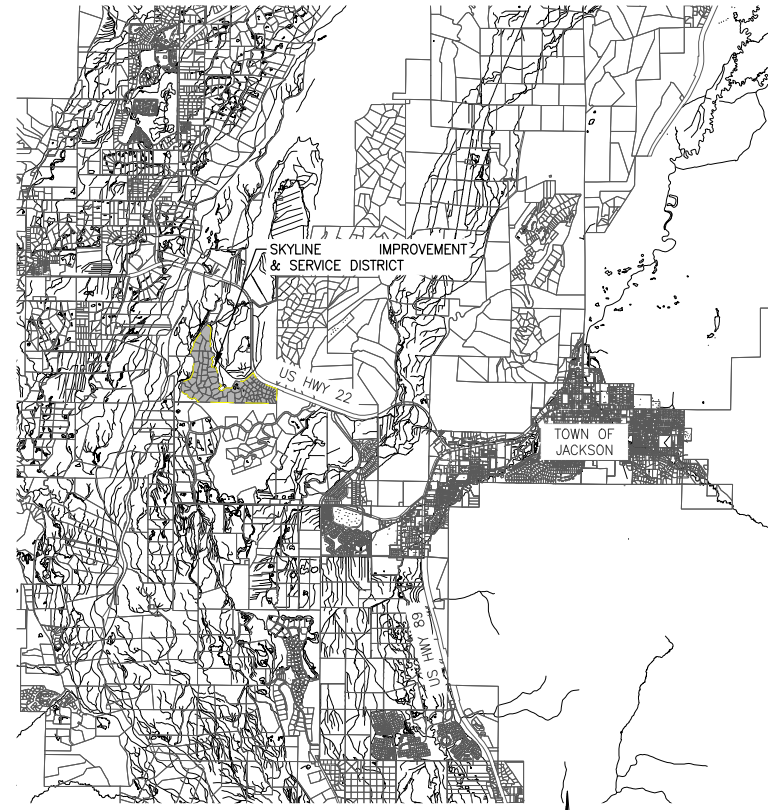
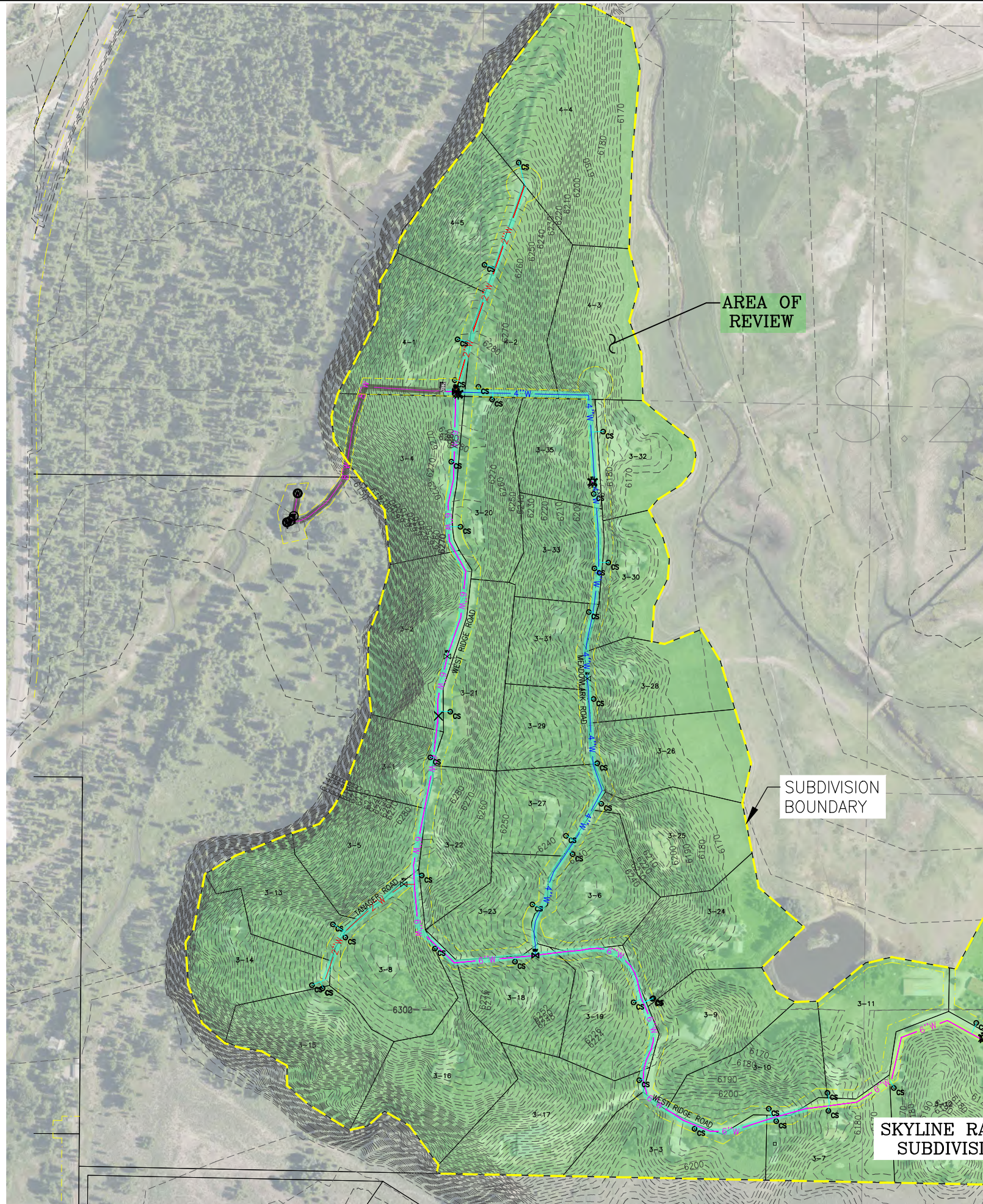


Kurt Harland
Chairman

SKYLINE IMPROVEMENT AND SERVICE DISTRICT
SKYLINE ISD METERING PROJECT
PUBLIC MEETING
SIGN-IN SHEET
AUGUST 19, 2021

NAME	ADDRESS	PHONE	EMAIL
Suzanne Lagerman	Nelson Engineering, 430 S. Cade St. PO Box 1544 Jackson WY 83001	307-733-2087	slagerman@nelsonengineering.net
Josh Kilpatrick	"	"	jki@patrick@nelsonengineering.net
Kurt Harland	3195 Mallard Rd Jackson, WY 83001	307-413-6887	kurt@johns-jacksonhole.com
Adam Jenkins	3155 Malcoms Rd - Jackson, WY 83001	307-690-1642	adam@linc.biz
Via Zoom:			
Jini Lewis	655th Meadowlark Road Jackson WY 83001		
Maria Johnson	500 N. Meadowlark Road Jackson WY 83001	307-413-0829	james15546@gmail.com
Worthington Johnson	"		
Warren Machol	500 N. West Ridge Road Jackson WY 83001		
Corbin McNeill	525 N. West Ridge Road Jackson WY 83001		

S:\Projects\20-094-01 Skyline Ranch - Level II Water Study\9 - Draft & Final Reports\4 Drawings\Survey\20-094-01 Existing Stealing Exhibit A - Jul 15 2021 01:59:42 pm PLOTTED BY: egerman DWG FIDMKT: 230



VICINITY MAP
JACKSON, WYOMING
0 5000 10000

LEGEND

LINE TYPES

- SUBDIVISION/WATER SERVICE AREA BOUNDARY
- ROAD EASEMENT
- WATER SYSTEM EASEMENT
- 1" W WATER SERVICE
- 2" W WATER MAIN
- 4" W WATER MAIN
- 6" W WATER MAIN
- D 4" DRAIN LINE

PIPE TYPES

- ASBESTOS CEMENT (AC) c.1969
- POLYVINYL CHLORIDE (PVC) c.1974
- DUCTILE IRON PIPE (DIP), c.2006

SYMBOLS

- FIRE HYDRANT
- WATER VALVE
- AIR RELIEF VALVE
- CURB STOP
- WATER MANHOLE
- WELL

ACRONYMS

- FH-1 FIRE HYDRANT #
- FHV-1 FIRE HYDRANT VALVE #
- ARV-1 AIR RELIEF VALVE #
- PRV-1 PRESSURE RELIEF VALVE #
- V-1 BURIED GATE VALVE #

DRAWING NO	EX. A	JOB TITLE	SKYLINE RANCH TETON COUNTY, WY	DRAWING TITLE	EXHIBIT A SKYLINE METERING PROJECT AREA OF REVIEW	DATE	MAY 2021	REV.	
JOB NO	20-094-01					SURVEYED	NE		
						ENGINEERED	BO		
						DRAWN	BO		
						CHECKED	JK		
						APPROVED	JK		

NELSON ENGINEERING
P.O. BOX 1599, JACKSON WYOMING (307) 733-2087

slagerman@nelsonengineering.net

From: Jim Lewis <jamesl5546@gmail.com>
Sent: Saturday, August 14, 2021 4:12 PM
To: Suzanne Lagerman; Josh Kilpatrick
Subject: Fwd: Water meter assessment feedback from Bill Racow - Action Required

Follow Up Flag: Follow up
Flag Status: Flagged

fyi

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

From: Skyline Ranch ISD - Office <office@skylineranchisd.com>
Date: Fri, Aug 13, 2021 at 3:25 PM
Subject: Water meter assessment feedback from Bill Racow - Action Required
To: Bill Racow <billracow@hotmail.com>, Jim Lewis <jamesl5546@gmail.com>

Very good, Bill. I'm also passing your comments along to our Treasurer, Jim.

Thanks.

Dave Adams
Bookkeeper
Skyline Improvement Service District
307-413-2488

On Thu, Aug 12, 2021 at 7:36 PM Bill Racow <billracow@hotmail.com> wrote:

Hello Dave, Thank you for your reply. I have to say that this still does not make financial sense to me. \$145000 buys alot of office time. Again I say that if the water income is lacking, raise the rates on usage and charge those who are not reporting for new meters. I do understand a little bit of the financial side of things in that I was on the board for 9 years. Please include my comments at the board meeting, I am presently in Alaska
Thank You
Bill Racow

From: Skyline Ranch ISD - Office <office@skylineranchisd.com>
Sent: Thursday, August 12, 2021 6:37:48 AM
To: Bill Racow <BillRacow@hotmail.com>
Subject: Re: Water meter assessment

Hi Bill,

The new meter plan, if it goes forward, will greatly save on the significant labor costs currently necessary to manually capture and compile the meter data for submission to the County. In order to automate the system all the meters need to be upgraded to work with the new software used to collect the readings.

Jim is more involved with putting this together. If my response is lacking, let me know how and I'll be happy to elaborate or you might reach out to Jim. He will be back next week.

Thanks.

Dave Adams
Bookkeeper
Skyline Improvement Service District
307-413-2488

On Wed, Aug 11, 2021 at 11:14 AM Bill Racow <BillRacow@hotmail.com> wrote:

I don't understand the reasoning for requiring everyone to install new water meters. If some individuals are not reading their meters, they should be required to have new meters installed at their expense.

If the district requires additional funds, the rate per 1000 gallons should be increased.

If new meters have to be installed, which I question, let me buy the meter and install it without having to pay for approximately the next 20 years.

Bill Racow

3-11



Field Service Tool

Immediate installation notification is critical to a successful AMI deployment. Without this functionality, system deployment can be an overwhelming task. The logistics of an installation can cost a utility substantial time and money regardless of whether the deployment is being performed by the utility or by an outsourced installation firm. Of the challenges facing AMI deployments, a primary concern is knowing whether an MIU installation is successful before the installer moves to a new location.

Other systems require days before an installation can be confirmed as successful. Even systems that can validate communication over the network and report it back in hours or even minutes are likely to be of little value since installers will likely not want to wait for the confirmations. Without immediate validation, MIUs that are not communicating properly with the network will require follow-up trips so that the installer can troubleshoot the previous installations. This process can cause project costs to increase and inconvenience the homeowner.

Neptune’s Field Service Tool (FST) eliminates this problem entirely. The FST is a handheld-based device with an integrated 450 MHz transceiver that utilizes the two-way communication to confirm an installation is successful before the installer leaves the site. Upon a magnet swipe, the R450™ MIU sends a signal which is received by all collectors within range. The collector which records the best RSSI (Received Signal Strength Indication) sends a signal back in response. The FST records this communication in real time and supplies the installer with a green light for successful installation or a red light indicating that signal strength isn’t optimal for two-way communication. This information is provided as part of the normal installation procedure, resulting in instantaneous validation of the installation.

Additionally, receiving this information as part of the install process allows the installer to make adjustments if needed so that the MIU will be successfully received by the collector. These adjustments are often as simple as altering the location of the MIU or antenna.

Many systems claim to save your utility time and money in the long-run but only Neptune can save you both from day one.



KEY BENEFITS

- Lowers installation costs
- Decreases AMR/AMI deployment time
- Optimizes installation for two-way communication
- Reduces the number of truck rolls due to improper installation
- Reduces homeowner inconvenience

KEY FEATURES

- Real-time installation confirmation
- MIU simulator
- Collector simulator
- Integrated 450 Mhz transceiver
- Handheld-based for in-field use

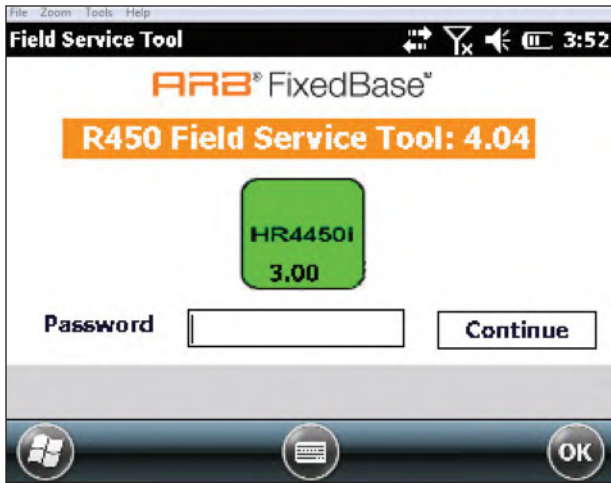


Figure A. Field Service Tool Start Screen

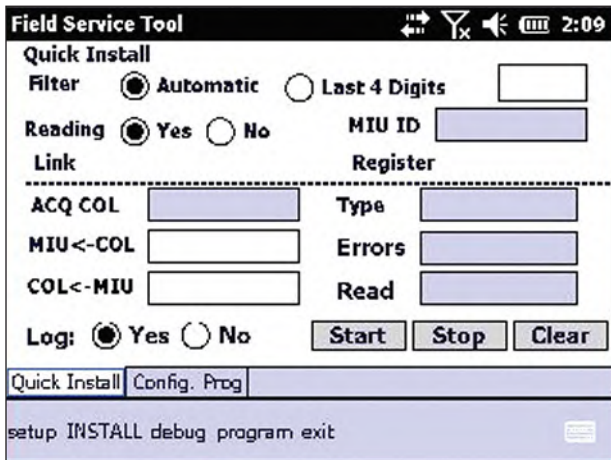


Figure B. Quick Install Results Screen

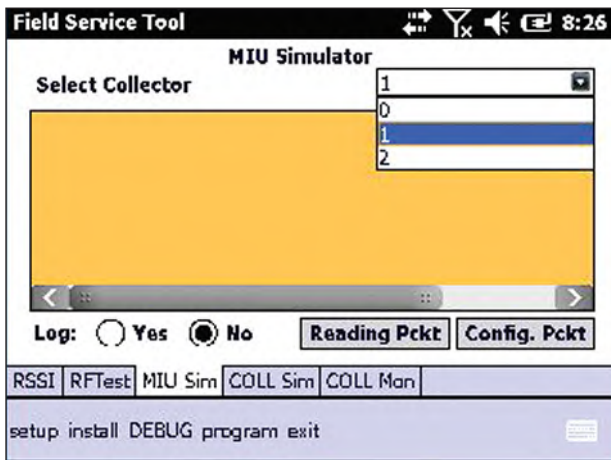


Figure C. MIU Simulator Screen

Figure A. The security verification in the Field Service Tool ensures that only authorized personnel can interact with the system.

Figure B. Upon a magnet swipe of the R450 MIU, the FST will record the two-way communication between the collector and MIU in real time. The results are displayed on this screen. If the installation was successful, this box will be highlighted green. A red highlight indicates that the installer would need to alter the location of the MIU/antenna.

Figure C. The MIU Simulator allows the user to simulate an MIU transmission in order to test an R450™ Data Collector (DC). This can be used to confirm a DC is fully operational once it has been installed.

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C.P. 11560
Delegación, Miguel Hidalgo
Mexico D.F.
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(525) 5203-5294
Fax: (525) 5203-6503





A PRODUCT SHEET OF NEPTUNE TECHNOLOGY GROUP

E-CODER®)R900i™

Protect And Expand Your Technology Investments

Neptune® designed the R900® System to make it easy for your utility – installation, everyday use, and expansion for the future without stranded assets. The E-CODER®)R900i™ combination absolute encoder register/radio frequency meter interface unit (RF MIU) is a perfect example of all of the above. Not only does it work with past generations of meters and meter reading systems, but seamless integration is built into this single-unit end-point itself, providing two-way communications of advanced metering data. The E-CODER®)R900i's interleaved mobile and high-power fixed network messages allow for simple migration from mobile to fixed network reading without site visits or reprogramming.

Streamline Operations And Manage Resources

In addition to eliminating the need for programming, the E-CODER®)R900i has no external wires, making installation easier, faster, and less costly; plus it reduces potential vandalism or tamper. As with the rest of the R900 System, the design of the unit is intuitive and user-friendly so that minimal training is required for operation. It's designed to help manage time, labor, and other resources. The radio frequency transmission of the E-CODER®)R900i can save your utility significant amounts of time in terms of both meter reading and billing, and provide flexibility to reallocate personnel to different tasks or departments depending on your changing workforce needs.

Do More With Detailed, Actionable Data

The types of data your utility can generate through the E-CODER®)R900i can take you far beyond a simple meter reading for a monthly bill. Hourly consumption profile information over an account's last 96 days, along with alerts for leak or backflow, help to proactively identify and resolve customer issues – heading off high bill complaints, reducing delinquent payments, and eliminating write-offs. Using Neptune® 360™ host software, your utility can leverage detailed data from the E-CODER®)R900i to balance water produced versus water consumed, group accounts for District Metered Area analysis, and track and manage Non-Revenue Water. From increasing efficiencies to pinpointing possible tamper or water theft to aiding customer service, the data supplied by the E-CODER®)R900i can help your utility make better, more confident decisions.



KEY BENEFITS

Facilitates Migration to AMI

- 1 Watt fixed network message reduces infrastructure costs
- Interleaved mobile and fixed network messages facilitate migration without changing the “modes” in the MIU

Reduces Non-Revenue Water

- Provides leak history/diagnostics
- Enables proactive leak notification
- Provides hourly consumption data
- Improves meter reading accuracy
- Eliminates estimated reads

Identifies Potential Theft

- Tamper detection
- Reverse flow detection
- Identifies significant periods of zero consumption

Simplifies Installation Process

- Easy to install/no programming required
- No external wires
- Reduces labor cost
- Reduces potential wire vandalism and damage

Technical Specifications

Electrical Specifications

- MIU power: Lithium battery with capacitor

Transmitter Specifications

- Two-way MIU
- Transmit period (interleaved mobile and fixed network messages):
 - Standard mobile message every 14 seconds at 100 mW
 - Standard fixed network message every 7½ minutes at 1 Watt
- FCC verification: Part 15.247:
 - Transmitter channels: 50; frequency-hopping, spread-spectrum
 - Channel frequency: 910 to 920 MHz

- Encoder register reading interval:
 - Every 15 minutes
- Data logging interval:
 - 96 days of hourly data

Environmental Conditions

- Operating temperature: -22°F to +149°F (-30°C to +65°C)
- Storage temperature: -40°F to +158°F (-40°C to +70°C)
- Operating humidity:
 - Inside set - 0 to 95%, condensing
 - Pit set - 100% submersible

Materials

- Register housing:
 - Inside set: plastic polycarbonate
 - Pit set: roll-sealed copper shell

- Lens:
 - Inside set: plastic
 - Pit set: glass

Antennas

- Standard internal antenna
- Optional through-the-lid antenna:
 - 18" Coax
 - 6' Coax
 - 20' Coax

Options

Compatibility

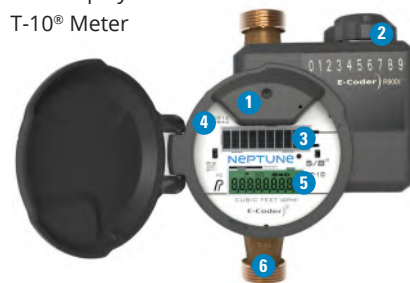
- Available for all sizes and makes of current Neptune meters
- Handhelds with R900® Belt Clip Transceiver - mobile RF
- MRX920™ - mobile RF
- R900® Gateways - fixed network RF

Units of Measure: U.S. Gallons, Cubic Feet, Imperial Gallons, Cubic Metres

Warranty

- 20 years (10/10); Neptune provides a limited warranty for performance, materials, and workmanship. See warranty statement for details.

- 1 Internal Antenna
- 2 Optional Antenna Port
- 3 Solar Panel
- 4 Date of Manufacture
- 5 LCD Display
- 6 T-10® Meter



	<p>FLOW INDICATOR Shows the direction of flow through the meter: ON Water in use. OFF Water not in use. Flashing Water is running slowly. (-) Reverse flow. (+) Forward flow.</p>
	<p>LEAK INDICATOR Displays a possible leak: OFF No leak indicated. Flashing Intermittent leak indicates that water has been used for at least 50 of the 96 15-minute intervals during a 24-hour period. On Continuously Indicates water use for all 96 15-minute intervals during a 24-hour period.</p>
<p>RATE</p>	<p>RATE OF FLOW Average flow rate is displayed every twelve seconds on LCD display.</p>
	<p>LCD DISPLAY Nine-digit LCD displays the meter reading in billing units of measure: U.S. gallons, cubic feet, Imperial gallons, or cubic metres.</p> <ol style="list-style-type: none"> 1 E-CODER basic reading/customary 6-digit remote reading 2 Customary sweep hand digits 3 E-CoderPLUS reading (8-digit remote reading) 4 Testing units used for diagnostics 5 Extended reading units 6 Customary billing units



Be Confident with Sustained Accuracy Over Time

Neptune® MACH 10® Ultrasonic Meter



The MACH 10® ultrasonic water meter features solid state metrology with no degradation of accuracy over time. Combined with a corrosion-resistant, lead free, high-copper alloy maincase, the MACH 10 is built to withstand demanding service conditions and deliver sustained accuracy over the life of the meter.

- Sizes 5/8", 3/4", and 1"
- Extended low-flow range for superior leak detection
- Accuracy sustained over meter life
- Can be installed in both horizontal and vertical applications
- Advanced ultrasonic technology
- Lead free, high-copper alloy maincase
- Certified to UL 327B (3/4", 1") for residential fire service applications
- No maintenance



MACH 10® ULTRASONIC METER

Sizes: 5/8", 3/4", and 1"

The MACH 10® is Neptune's newest water meter that offers solid state metrology with a rugged, lead free bronze maincase. The MACH 10 was designed to have the look and feel of a traditional water meter to help eliminate new technology concerns of your customers. Engineered to fit into even the smallest residential meter boxes, the MACH 10 fits the bill for all meter applications. At first glance you know the MACH 10 is a water meter... "Made in America."



MAXIMIZE REVENUE

The extended low-flow accuracy of the MACH 10 allows you to measure virtually every drop used by your customers. Maintaining this level of meter performance over the life of the meter will maximize your utility's revenue stream from your metering program. The MACH 10 features no moving parts. Because there are no internal parts that can wear over time, there is no opportunity for accuracy loss over the life of the meter (flat accuracy curve).

No wear = No accuracy loss = Maximum revenue dollars

NO MAINTENANCE REQUIRED

Imagine having a residential meter with no moving parts and a 20-year battery life. Is that really possible? The answer is, "Yes" – the MACH 10.

No moving parts = No wear + 20-year battery = Maintenance free for life

SOLID STATE METROLOGY WITH SOLID BRONZE MAINCASE

The MACH 10 provides the best of both worlds, solid state metrology with a rugged, lead free, bronze maincase. With the MACH 10, there is no concern over breaking plastic meter spuds or cross-threading of plastic threads because there are none. Neptune believes that if a meter is capable of providing sustained accuracy over its life, the maincase should be designed to last the meter's lifetime as well. This is why we designed the MACH 10 solid state meter with a solid bronze maincase. The corrosion-resistant, lead-free, high-copper alloy maincase is built to withstand demanding service conditions; internal water pressure, rough handling during installation, and in-line piping stresses.

Field proven NSF/ANSI 61 bronze maincase = Confidence = No stranded assets

OPERATING CHARACTERISTICS

Meter Size	Normal Operating Range @ 100% Accuracy (+/- 1.5%)	AWWA Standard	Low Flow @ 97% Accuracy
5/8"	0.10 to 25 US gpm 0.02 to 4.55 m³/h	1 to 20 US gpm 0.23 to 4.5 m³/h	0.05 US gpm 0.01 m³/h
3/4"	0.10 to 35 US gpm 0.02 to 6.82 m³/h	2 to 30 US gpm 0.45 to 6.8 m³/h	0.05 US gpm 0.01 m³/h
1"	0.38 to 55 US gpm 0.08 to 11.36 m³/h	3 to 50 US gpm 0.68 to 11.4 m³/h	0.15 US gpm 0.03 m³/h

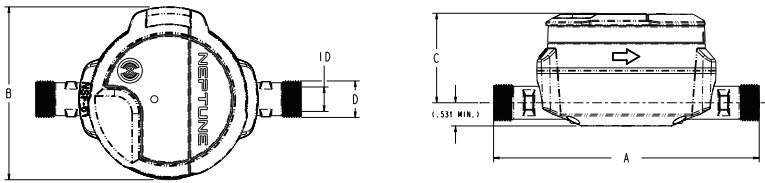
KEY BENEFITS

- Extended low-flow range and accuracy
- No maintenance plus accuracy sustained over meter life
- Regulatory compliance – peace of mind
- Health and asset protection with the highest lead free legislation compliance
- Supports Water Conservation
 - Provides leak history/diagnostics
 - Enables proactive leak notification
- Onsite customer event troubleshooting tools
- Increased operational efficiencies
 - Workorder reduction for high water bill inquiries
 - Drought management
 - Reduction of water loss through proactive notification of water leaks
- Tamper management
 - Identification and prioritization of potential tamper situations

KEY FEATURES

- Advanced ultrasonic technology
- No moving parts
- NSF/ANSI 61 approved meter – lead free, bronze maincase
- 20-year battery life
- "Absolute" 9-digit meter reading on display
- 8-digit remote meter reading
- Long-life lithium thionyl-chloride batteries
- Single design for pit and inside set applications
- Submersible in pit environments
- True point-of-use leak detection*
- Tamper detection*
- Reverse flow detection*
- LCD leak indicators
- Directional flow indicator
- Rate of flow on LCD display
- Data logging**

* When connected to Neptune R900® or R450® RF MIUs.
** When connected to R900v4 or newer version.



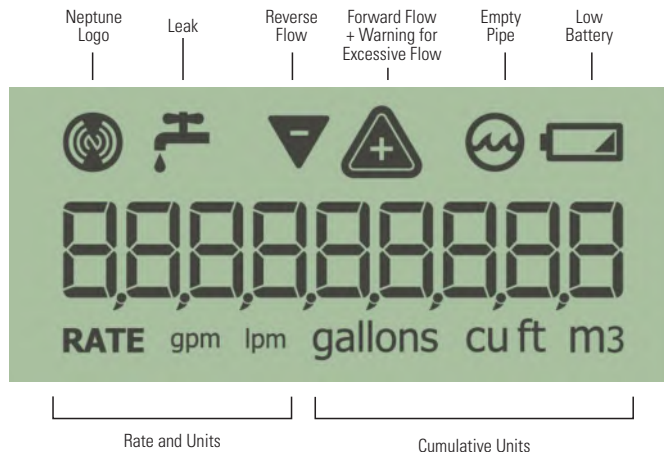
DIMENSIONS

Meter Size	A	B	C	D NSPM	ID
5/8"	7 1/2"	4 7/8"	2 17/32"	1.030	0.69"
5/8" x 3/4"	7 1/2"	4 7/8"	2 17/32"	1.290	0.69"
3/4"	9"	4 7/8"	2 19/32"	1.290	0.755"
3/4" SL	7 1/2"	4 7/8"	2 19/32"	1.290	0.755"
3/4" x 1"	9"	4 7/8"	2 19/32"	1.626	0.755"
1"	10 3/4"	4 7/8"	2 23/32"	1.626	1"
1" x 1 1/4"	10 3/4"	4 7/8"	2 23/32"	1.865	1"

REGISTRATION

High Resolution (8-digit reading)		5/8"	3/4" & 1"
0.1	US Gallons	✓	✓
0.1	Imperial Gallons	✓	✓
0.01	Cubic Feet	✓	✓
0.001	Cubic Metres	✓	✓

LCD DISPLAY



SPECIFICATIONS

- AWWA C700 compliant
- NSF/ANSI 61 certified
- Application: Cold water measurement of flow in residential potable, combination potable and fire service, and reclaim/secondary water applications.
- Maximum operating water pressure: 175 psi
- Maximum operating water temperature: 100°F

OPTIONS

- Sizes:
 - 5/8", 5/8" x 3/4"
 - 3/4", 3/4" x 1"
 - 1", 1" x 1 1/4"
- Units of measure: U.S. gallons, Imperial gallons, cubic feet, cubic metres
- Meter options:
 - Potable water
 - Reclaim water
 - Residential fire service (combo or standalone meter service lines)
- Environmental conditions:
 - Operating temperature: +14°F to +149°F (-10°C to +65°C)
 - Storage temperature: -40°F to +158°F (-40°C to +70°C)

WARRANTY

Neptune provides a limited warranty with respect to its MACH 10 residential line of ultrasonic meters for performance, materials, and workmanship.

AMR/AMI SYSTEM COMPATIBILITY

All MACH 10 residential ultrasonic meters provide ProRead™, E-Coder® 8-digit, and E-CoderPLUS protocols to interface with Neptune and third-party AMR/AMI meter reading systems.

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Fax: (334) 283-7293

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7275 West Credit Avenue
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L5N 5M9
Canada
Tel: (905) 858-4211
Fax: (905) 858-0428

Neptune Technology Group Inc.
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Colonia Polanco V Sección
C.P. 11560
Delegación, Miguel Hidalgo
Mexico D.F.
Tel: (525) 5203-4032 / (525) 5203-6204
(525) 5203-5294
Fax: (525) 5203-6503



neptunetg.com



CONTRACTOR'S METER INSTALLATION & COMPLETION FORM
 SPRING CREEK ISD METER INSTALLATION (2011)

BCR
 Date of Installation (Mo./Day/Yr.)
4-27-12

COMPLETE EITHER BOX BELOW

RESIDENTIAL

Owner:	Kauffman, Mr. Kevin	Unit No.:	3109
Physical Address:	1800 N Spirit Dance Raod	Subdivision:	
		Lot No.:	

COMMERCIAL

Name of Business:	Unit No.:
Owner:	Subdivision:
Representative:	Lot No.:
Physical Address:	

METER INFORMATION

Meter Size (in): <u>3/4 inch</u>	Manufacturer: Neptune	Model: <u>E-coder</u>	Serial No.: <u>1833156792</u>
----------------------------------	-----------------------	-----------------------	-------------------------------

Meter Location: Circle **BOLD** text that applies.

Meter located on/in (**MAIN FLOOR**) BASEMENT / OUTSIDE / Wort) in (**CRAWL SPACE**) CLOSET / MECHANICAL ROOM /
 BASEMENT / PIT / MANHOLE / VAULT / _____) near (NORTH / SOUTH / EAST / WEST / _____) building/
 foundation wall. Describe location of outside pit relative to the street or house.

Additional Info: used 2 - 3/4 x 1" Propress fittings. brass.

Transceiver Unit Location: Circle **BOLD** text that applies.

Transceiver located (**INSIDE**) OUTSIDE) on (**METER**) WALL / LID / _____).

Additional Information or Remarks: Circle **BOLD** text that applies.

Meter Usage? (**DOMESTIC**) IRRIGATION)

Owner Running Water to Prevent Freezing? (Y / **N**)

Existing Check Valve on Water Service Main? (Y / **N**) If yes, located (BEFORE / AFTER) meter, (BEFORE / AFTER) fire sprinkler sys.

Type of Check Valve? (**DOUBLE**) SINGLE / REDUCED PRESSURE PRINCIPLE)

Expansion Tank Present? (Y / **N**) Located (UPSTREAM / DOWNSTREAM) of (CHECK VALVE / HOT WATER HTR / _____).

Include any additional comments regarding plumbing including code compliance or inadequacies.

Meter Checkout:

Initial Reading (gpm) <u>21</u>	Leakage Check (Y / N)	Meter Photo No. <u>3109</u>	Handheld Meter Reader Check (ADEQUATE) INADEQUATE)
Contractor: Plumbing Anytime		Installer: <u>Frank Corey</u>	

*See Back for Additional Plumbing Work

Applicant: SKYLINE IMPROVEMENT & SERVICE DISTRICT

Project Name: SKYLINE ISD METERING PROJECT

Capacity Development

All DWSRF applicants are required to complete the Capacity Development Assessment Worksheets for Public Water Systems. The two documents are located on the DEQ website listed in red below. Under the SRF Forms and Guidance section. In order for a DWSRF Application to be considered complete. The Applicant must complete the "Capacity Development Assessment Worksheets" and "Financial Worksheets" that are provided on the DEQ website.

Contact DEQ at (307)777-6371 for additional information or go to their website at: <http://deq.wyoming.gov/wqd/state-revolving-loan-fund/resources/1-srf-forms-and-guidance/>

Project categories

Provide the percentage or proportionate cost of the project for each project category below.

	%	Dollars
Plan & Design	10%	\$14,400
Treatment	0%	\$0
Transmission & Distribution	90%	\$130,600
Source	0%	\$0
Storage	0%	\$0
Purchase	0%	\$0
Restructure	0%	\$0
Land Acquisition	0%	\$0
Other	0%	\$0

Total SRF Funding: **\$145,000**
Auto Calculates

NOTE: If your are requesting funds to refinance an existing loan, please identify what categories the original project would have included.

Required EPA Forms 5700-49, 4700-4, and State Certification Forms

These required forms can be downloaded from the Office of State Lands and Investments Website:

<https://lands.wyo.gov/grants-loans/loans/drinking-water-state-revolving-funds>

Right under the link to the SRF loan application.

Applications will not be considered complete unless these documents are completed and turned in with the application.

Capacity Assessment Worksheets for Public Water Systems to Demonstrate Capacity Development

Department of Environmental Quality
Water Quality Division
August, 1999

Notes: These capacity assessment worksheets are provided to assist facilities in meeting the requirements of Section 5(b) of Chapter 22, Capacity Development Standards for Public Water Systems, but are not part of the chapter.

Please complete all 5 tabs of this spreadsheet. Put your answers in the boxes with yellow background.

For assistance with these worksheets please call DEQ/WQD State Revolving Fund Section at (307) 777-7781.

Introduction

Wyoming State Statute W.S. 16-1-303(e) requires all new or modified community and noncommunity nontransient water systems commencing operations after October 1, 1999 to demonstrate Capacity Development. Capacity Development covers three areas:

Technical capability - the physical infrastructure of the water system, including but not limited to the source water adequacy, infrastructure adequacy, and technical knowledge. In other words, does your treatment system work the way it is supposed to? Are you providing the safest and cleanest water possible and required by law to your customers right now, and will you be able to in the future?

Managerial capability - the management structure of the water system, including but not limited to ownership accountability, staffing and organization, and effective linkages. In simpler terms, do you have a capable and trained staff? Do you have an effective management structure?

Financial capability - the financial resources of the water system, including but not limited to the revenue sufficiency, credit worthiness, and fiscal controls. Basically, does your system have a budget and enough revenue coming in to cover costs, repairs, and replacements?

If it is determined that your system does NOT have the required capability(s), the goal of this program is to move your system towards attaining the required capability(s). If you have questions concerning Capacity Development please call our office at (307) 777-7781, and we will be happy to help.

After Department of Environmental Quality/Water Quality Division (DEQ) receives these worksheets, we will be studying them and other information located in our files to make a determination whether or not your public water system has demonstrated Capacity Development. A final report will be available upon completion of the analysis.

Applicant:	Skyline ISD
PWS Number:	WY5600217
Prepared by:	Josh Kilpatrick, Nelson Engineering
(include title)	Project Manager
Address:	PO Box 1599
City, State, Zip:	Jackson WY 83001
Telephone:	307-733-2087
Date:	9/14/2021

The Managerial Portion of your System

This portion applies to all new or modified community and nontransient noncommunity water systems. To be completed by individuals responsible for facility management, e.g. Public Works Director, City Engineer, Council, Board, Owner, etc. Please mark (X) the appropriate box: *Yes*, *No*, or *Unknown* for each question. Please try to determine the answer to every question. ***If a question or section does not apply to your system, please write NA next to the question or section for not applicable. If additional space is needed please attach additional sheet(s) and refer to number***

Operation & Maintenance			
Operations Staff	Yes	No	Unknown
1. Do the persons operating your system have current water treatment plant and water distribution operator certification credentials from DEQ? <i>If yes, list operators & classifications:</i> Clearwater Operations: Emily Hanner, 1 Water; Ben Hanner; 1 Water, 2 Distribution	X		
2. Do your operators receive training on an ongoing basis to keep current on new developments in the field?	X		
Future Operational Demands			
	Yes	No	Unknown
3. Does your water system obtain any regular or occasional technical assistance from outside sources, such as DEQ, your engineer, other utilities or organizations specifically dedicated to providing technical assistance? <i>If yes, who:</i> WWDC, Nelson Engineering	X		
Management & Administration			
Who's in Charge?	Yes	No	Unknown
4. Is there a clear plan of organization and control for management and operation of the system? If yes please attach appropriate documentation. Rules and regulations available at: https://www.skylineranchisd.com/water	X		
5. Are the limits of the operators' authority clearly defined?	X		
6. Are all the specific functional areas of operations and management assigned?	X		
7. Does everyone involved in operations know who is responsible for each area?	X		
8. Is someone responsible for scheduling work? <i>If yes, who:</i> Skyline ISD Board of Directors	X		
Rules and Standards			
	Yes	No	Unknown
9. Do you have rules governing new hook-ups?	X		
10. Do you have a water main extension policy?	X		
11. Do you have standard construction specifications to be followed?	X		
12. Do you have measures to assure cross-connection control and backflow prevention?	X		
13. Do you have policies or rules describing customer rights and responsibilities?	X		
Regulatory Compliance Program			
	Yes	No	Unknown
14. Do you have approved SDWA monitoring/reporting requirements?	X		
15. Do you satisfy reporting requirements?	X		
16. Do you know how to obtain the most recent information on regulatory requirements?	X		
17. Do you know how to obtain an explanation of requirements?	X		
18. Do you maintain bacteriological records for five years and chemical records for 10 years?	X		
19. Do you know what to do in the event of a violation?	X		
Emergencies			
	Yes	No	Unknown
20. Do you have an Emergency Response Plan? If yes, please attach.		X	

21. Does everyone involved in operations know what they are to do in the event of contamination from a toxic hazardous waste spill in your source water or a main break or a tank failure?	X		
22. Do you have a chain-of-command protocol for emergency action?	X		
23. Is someone responsible for emergency operations, for communications with regulators, for customer relations, for media relations? <i>If yes, who (title):</i>	X		
Clearwater Operations handles emergencies			
Safety			
	Yes	No	Unknown
24. Do you have a safety program defining measures to be taken if someone is injured? If yes, please attach.		X	
25. Do operators understand the risks and safety measures involved in handling water treatment chemicals?	X		
26. Do you have written operating procedures for both routine and emergency system operations? If yes, please attach.	X		
27. Are you fully aware of Occupational Safety and Health Administration (OSHA) confined space (such as trenches/manholes) regulations?	X		
Maintenance			
	Yes	No	Unknown
28. Do you have a planned maintenance management system -- a system for scheduling routine preventive maintenance?	X		
29. Do you have a system for assuring adequate inventory of essential spare parts and back-up equipment? <i>If yes, please describe:</i>		X	
30. Do you have relationships with contractors and equipment vendors to assure prompt priority service?	X		
31. Do you have records and data management systems for system operating and maintenance data, for regulatory compliance data, and for system management and administration?	X		
Management Capability			
	Yes	No	Unknown
32. Do you receive outside services and technical assistance you need?	X		
33. Do you have adequate legal counsel, insurance, engineering advice, technical/operations assistance and financial advice?	X		

The Financial Portion of your System

This portion applies to all new or modified community and nontransient noncommunity water systems. To be completed by individuals responsible for facility finances, e.g. public works director, city engineer, clerks, council, board, owner, etc. Please mark (X) the appropriate box: *Yes*, *No*, or *Unknown* for each question. Please try to determine the answer to every question. ***If a question or section does not apply to your system, please write NA next to question or section for not applicable.***

Financial Planning Mechanisms	Yes	No	Unknown
34. Do you have an annual budget?	X		
35. Do you have within the annual budget a separate reserve account for equipment replacement and/or capital improvement?	X		
36. Do you have a capital budget or capital improvement plan that projects future capital investment needs some distance (at least four years) into the future?		X	
37. Do you have a process to schedule and commit to capital projects?	X		
38. Does your long-term planning incorporate analysis of alternative strategies that might offer cost saving to customers, such as consolidation with other nearby systems or sharing of operations and management expenses with other nearby systems?		X	
Rates/Billing			
39. Do you regularly review your rates? <i>How often?</i>	X		
Annually			
40. Do you have a plan in place for periodic rate increases?	X		
41. Is the rate structure based on metered water use? <i>List water rates per 1000 gallons or attach rate schedule:</i>		X	
Base rate \$619.41, \$1.70 per 1000 gallons			
42. Do users pay a higher rate per 1000 gallons as they use more water?	X		
43. Do you have procedures for billing and collection?	X		
44. Is your billing collection rate greater than 95%?	X		
45. Do you have collection procedures for delinquent accounts?	X		
Financial Planning Mechanisms - Are they Adequate?			
46. Do you have audited financial statements?		X	
47. Does your water system presently operate at least on a break-even basis?	X		
48. Does the water system keep all the water revenues (i.e., water revenue does not support other municipal departments or unrelated activities)?	X		
49. Do you employ standardized accounting and tracking systems?	X		
50. Please describe accounting system(s), e.g. GAAP, manual book entry, software program	Software program		
51. Do you keep records to substantiate depreciation of fixed assets and accounting for reserve funds?	X		
52. Are financial management record keeping systems organized?	X		
53. Are controls exercised over expenditures?	X		
54. Are controls exercised to keep from exceeding your budget?	X		
55. Are there purchasing procedures?	X		

Financial Spreadsheet

56. Please complete the financial spreadsheet

5 YR. Projections	Last Year	Current Year	Year 2 Est.	Year 3 Est.	Year 4 Est.	Year 5 Est.
1. Beginning Cash on Hand	\$97,326.46	\$73,990.48	\$74,161.36	\$73,427.84	\$79,606.96	\$92,498.97
2. Operating revenues (see 13)	\$69,051.02	\$99,865.78	\$110,611.48	\$120,479.12	\$124,442.19	\$128,543.37
3. Other receipts		\$8,171.10			\$6,519.82	
4. Total Available Cash (1+2+3)	\$166,377.48	\$182,027.36	\$184,772.84	\$193,906.96	\$210,568.97	\$221,042.34
5. O&M and Replace. Expenses	\$82,368.00	\$88,210.00	\$91,300.00	\$94,550.00	\$97,880.00	\$101,360.00
6. Debt Service			\$7,250.00	\$7,250.00	\$7,250.00	\$7,250.00
7. Capital Improvements		\$8,000.00	\$725.00			
8. Other Expenses	\$10,019.00	\$11,656.00	\$12,070.00	\$12,500.00	\$12,940.00	\$13,400.00
9. Total Cash Paid (5+6+7+8)	\$92,387.00	\$107,866.00	\$111,345.00	\$114,300.00	\$118,070.00	\$122,010.00
10. Next Year's Begin. Cash (4-9)	\$73,990.48	\$74,161.36	\$73,427.84	\$79,606.96	\$92,498.97	\$99,032.34
11. Number of Customer Accounts	83	86	86	86	87	87
12. Average annual Account Charge	\$831.94	\$1,161.23	\$1,286.18	\$1,400.92	\$1,430.37	\$1,477.51
13. Operating Revenue (11X12)	\$69,051.02	\$99,865.78	\$110,611.48	\$120,479.12	\$124,442.19	\$128,543.37

The Technical Portion of your System

For existing water systems the technical capacity development assessment may be performed by completing the NEW WATER SYSTEM TECHNICAL CAPACITY WORKSHEET or by providing a copy of the most recent sanitary survey along with an action plan and schedule to address any deficiencies identified by the division in the sanitary survey.

For new water systems the "NEW WATER SYSTEM TECHNICAL CAPACITY WORKSHEET" needs to be completed to assess technical capacity.

NEW WATER SYSTEM TECHNICAL CAPACITY WORKSHEET

The Technical Portion of Your System-For New Water Systems

To be completed by individuals responsible for facility operation, e.g. Public works director, city engineer, council, board, owner. Please mark (X) the appropriate box: *Yes*, *No*, or *Unknown* for each section. Please try to determine the answer to every question. ***If a section or question does not apply to your system, please write NA next to the section or question for not applicable.***

Water Supply and Existing Demands	Yes	No	Unknown
57. Do you know your estimated average daily demand? Amount: 63,500 gpd	X		
58. Do you know your maximum daily demand? Amount: 262,200 gpd (183 gpm)	X		
59. Do you know the maximum amount of water you can deliver from your source? Amount: Approx. 265 gpm from each well (2 wells total) at minimum system pressure of 45 psi	X		
60. Is your source capacity higher than your maximum daily demand? Percentage higher or lower: 45%	X		
61. Can you meet peak demand without pumping at peak capacity for extended periods?		X	
62. Do you have an Emergency Response Plan that will allow you to meet system demand during a drought or shortage, such as the loss of the largest source? If yes, please attach.	X		
Water Demand			
63. Do you know whether your system demands will be growing, declining or remaining stable over the next ten years? If yes, please indicate below whether growing, declining, or stable. Growing	X		
64. Does your source have additional water available for appropriation?	X		
65. If you have large commercial, industrial, or irrigation users, do you know their long-term plans and understand their needs? N/A			
Purchased Water N/A			
66. If you purchase water from another system or a wholesaler, do you know their long-term plans?		X	
67. Do you have a contract to purchase water? <i>If yes, with whom?</i>		X	
68. Do you know the terms affecting your supply during drought conditions?	X		
Competing Uses of Water			
69. Do you know who the other users are and do you understand their future plans? N/A			
70. Do you fully understand your legal rights to the water?	X		
71. Do you have a water right?	X		
Alternative Sources			
72. Are alternative water sources possibly available to you?	X		
73. Are you knowledgeable of the characteristics and costs of using alternative sources?	X		

Water Source	Yes	No	Unknown
74. Do you know the depth of your well(s)? <i>Depth(s):</i> Two wells with variable depths between 75 and 100 feet.	X		
75. Do you know the geologic name of the aquifer system from which your water is drawn? <i>If yes, geologic name :</i> Snake River Alluvial Aquifer	X		
Treatment - Microbiological Contamination			
Is your system using surface water or ground water under the influence of surface water? (If you checked "no" skip to next section - Ground Water Systems.)		X	
Surface Water Systems N/A			
Filtration Plant Condition			
76. Are repair parts available?			
77. Do you have redundancy (back-ups/automatic switch-overs) for all major mechanical units? If no, list units you do NOT have redundancy for:			
78. Do you have on-line continuous turbidimeters on each filter?			
79. Have you adopted a turbidity goal lower than the standard?			
80. Do you have the capability to add coagulant before the filter?			
Ground Water Systems			
81. Is your Ground Water Under the Influence of Surface Water?		X	
82. Is your water free from variations in turbidity and temperature after storm events?	X		
Well Construction and Protection			
83. Is your well(s) constructed to current Wyoming regulations?	X		
84. Do you have an approved wellhead/source water protection plan? Please note, there is no plan in place, but the wellheads are protected by a buckrail fence surrounding them, and the ground slopes away from the wellheads. They are properly sealed with a gasket and tight bolts, checked regularly.		X	
85. Is your wellhead finished with a pitless adapter that will prevent contamination from surface water?	X		
Disinfection			
Do you disinfect? (if "no", skip to the Infrastructure - Pumping section)		X	
Disinfection N/A			
86. Do you regularly inspect and maintain your disinfection/chlorination equipment?			
Type of Equipment:			
How often?			
Disinfectant used:			
87. Do you have back-up equipment? <i>Type:</i>			
88. Do you have adequate contact time following disinfection and before the first user in the distribution system? <i>Contact time:</i>			
89. Can you detect a chlorine residual at taps at the ends of the distribution system? <i>Free Chlorine Residual:</i>			

Disinfection By-Products <i>N/A</i>			
Treatment for the Control of Disinfection By-Products	Yes	No	Unknown
90. If you treat surface water, could you adopt "enhanced coagulation" in your current plant?			
91. If you treat surface water, could you still meet current contact-time requirements if disinfection were not allowed before sedimentation?			
Infrastructure - Pumping			
Condition of Pumping Equipment	Yes	No	Unknown
92. Do you routinely inspect for signs of pump/motor problems? <i>How often:</i> Monitor change in pump flows weekly.	X		
93. Do you hire a qualified pump contractor to perform an inspection of all pumping equipment, identify potential problems, and perform maintenance, on an annual basis? <i>Explain:</i> Motors and pumps were recently checked in 2020. There is no established O&M maintenance program for checking.		X	
Standby/Emergency Power Equipment			
Standby/Emergency Power Equipment	Yes	No	Unknown
94. Is there sufficient standby/emergency power capacity to supply 100% of the average daily demand of the system (excluding fire demand)?	X		
95. Are any existing standby/emergency power equipment, controls and switches tested or exercised routinely under load conditions, for at least 30 minutes at a time?	X		
96. Has the local electric utility been made aware of the standby/emergency power provisions made by the water system, so that it can reinforce and safeguard the electrical facilities serving the water operations?	X		
Infrastructure - Storage			
Storage Capacity	Yes	No	Unknown
97. Does the system have sufficient gravity-flow (non-pumped) or emergency generator-supported pumping capability to ensure adequate distribution storage to provide safe and adequate service for up to 24 hours without power? <i>If no, how long:</i> 2+ weeks backup power supply under winter flows.	X		
98. Is there reserve capacity in the tank for fire protection support? <i>Amount:</i> Note, the system does not have capacity for fire protection.		X	
Security Measures			
Security Measures	Yes	No	Unknown
99. Are all openings, such as vent pipes, screened to protect against the entrance of small animals, mosquitoes, flies and other small insects?	X		
100. Is there an entry hatch to allow access for cleaning and painting of the interior of the tank? There is a tank hatch present, but it is too small to enter, so cleaning and maintaining the interior would be difficult.	X		
101. Is your storage tank covered?	X		
102. Is the tank and the immediate surrounding area fenced? Pressure tank is secured in a building.		X	
Control Systems			
Control Systems	Yes	No	Unknown
103. Is there a high/water level signal system to control the pumps? Note, pumps controlled by high/low pressure within pressurized water tank.		X	
104. Is there an altitude valve, to preclude the tank from overflowing?		X	
105. Is there a drain valve or hydrant to allow for draining of the tank?	X		
106. Is there an approved method for draining the tank, including any required discharge permits? <i>If yes, list Surface Water Discharge permit number:</i> Future improvement plans are to provide isolation, drainage and tank flushing capability.		X	

Tank Maintenance	Yes	No	Unknown
107. Will the tank be inspected at least every five years by a qualified tank contractor for evidence of corrosion or pitting, leakage, and structural weakness? Note, tank is nearly 50 years old and was recently inspected via. ultrasonic methods to assess tank wall thickness. Results found no significant deterioration to the tank.	X		
Infrastructure - Distribution			
System Maintenance	Yes	No	Unknown
108. Will the operator routinely flush, test, and maintain the hydrants in the system? How often: Annually	X		
109. Are the locations of valves in the mains and curb stops on the service lines precisely known?	X		
110. Will the system keep a log of distribution system breaks to identify weak areas in the system?	X		
111. Are locations, size, and type of mains and service lines detailed on records in a secure area?	X		
112. Will all valves be exercised and lubricated periodically?	X		
113. Will an O&M manual be developed for the systems?	X		
114. Will meter pits, pressure regulating valves, altitude valves, blow-offs, and other appurtenances be maintained on a regular basis?	X		
Water Quality in Distribution System			
Water Quality in Distribution System	Yes	No	Unknown
115. Is there a program for installing and testing backflow prevention devices where potential contamination is present?		X	
116. Is there a program to eliminate "dead-ends" in the mains, where feasible?	X		
Construction Standards			
Construction Standards	Yes	No	Unknown
117. Are there suitable rights-of-way and easements provided to the water system for expansion, maintenance, and replacement of mains and services?	X		
118. Is there sufficient earth cover to protect the mains from frost damage or heavy loads, if driven over?	X		
119. Are materials of mains designed and selected to resist corrosion, electrolysis, and deterioration?	X		
120. Can you maintain adequate pressure in the distribution system under all conditions of flow?	X		
121. Are you familiar with Wyoming Water Quality Rules and Regulations Chapters 3 and 12 for construction permitting?	X		

Skyline Improvement and Service District Standard Operating Procedures

Weekly:

Read source water meter and record water production.

You should have a working, properly calibrated master water meter at each source of supply to accurately measure and record production. Take routine source-water meter readings and record them in a log. Calculate the amount of water used during a time period, usually weekly, by subtracting the previous meter reading from the current meter reading. You can use data on your water system's water use throughout the year to evaluate source capacity, water rights, unusually high or low flows, excessive leakage, reduced pump output, and unauthorized water use.

Record level of water in sight glass and psi on pressure gauge on top of tank.

When the pressure tank reaches about 59 psi, it will signal to the wells to start. The well will run until the pressure gauge reaches about 64 psi.

If sight glass is completely full, then make adjustments to timer on air compressor.

Increase air compressor run time to introduce more air into the tank. Ideally, the well cycle will start at 10-30% on the sight glass and rise to 60-90%. Make adjustments as needed to achieve these parameters.

Check for leaks and fix them immediately.

Excess moisture in a well house or pump house can lead to premature failure of electrical control systems and create unsafe conditions for operators. Fix any leak you see as soon as possible.

Make sure the heating and cooling systems are working.

Check heaters weekly throughout the winter to ensure they work properly. Check ventilation and cooling systems during the hottest portion of the year to be sure there is proper ventilation in the pump house. Extremely high temperatures may damage electric motors.

Check and record water levels in hydropneumatic pressure tanks.

Maintaining pressure in these tanks is important for maintaining adequate pressure to the consumers. Hydropneumatic tanks can overflow, or waterlog, at times affecting overall system pressure. Monitoring pressure can help an operator identify leaks, open valves, and even well pump problems. Hydropneumatic tanks should have a sight tube installed so you can visually check the water level in the tank. Often, condensation that forms where water cools the metal on the lower portion of the tank makes the water level obvious. You can also detect this temperature difference by touch.

Record the pumping rate for each well or source water pump.

Record the pumping rate from your well or source water pumps. You can do this if your system has a meter that registers flow. A change in pumping rate can indicate a pump problem. Remember, pumping rates will vary based on the water level in the well. For example, the pump produces less when the well is drawn down from the static water level

to the deepest pumping level or the pump is pumping against a high head.

Ensure fire hydrants are accessible.

Fire hydrants provide water for fire fighting and are a means to flush the system. The hydrants should be easy to get to and highly visible. This includes removing snowdrifts during the winter.

Monthly:

Total Coliform sampling.

Take total coliform sample at residence as indicated in RTCR site sample plan approved by EPA. Submit sample to Teton County Public Health Water Lab.

Check generator.

Record run hours on generator and check oil and fuel levels.

Check wells.

Run each well in hand briefly to check operation. Listen for contactor that starts well pump motor.

Bi-Annually:

Inspect and test standby power generation systems.

You should test your emergency power generators and transfer switch controls periodically to ensure they are in proper operating condition.

Fire Hydrant Flags.

Install hydrant flags in late fall to keep hydrants visible in deep snow. Remove hydrant flags in spring and store in pump house.

Air Relief Valves.

Check operation of air relief valve in vault to east of tank building.

Pressure Reducing Valve.

Check pressure reducing valve and vault for leaks. Check pressures on upstream and downstream gauges.

Well Vaults.

Check well vaults for leaks and groundwater infiltration.

Annually:

Water testing.

Conduct water testing as required by EPA for radionuclides, nitrates, asbestos, Inorganic chemicals, volatile organic chemicals, synthetic organic chemicals, and lead and copper.

Clean tank house.

Remove leaves, dirt, and debris from pump house floor.

Operate gate valves.

Use a gate key to operate all gate valves on system. Do not leave gate valves fully open, always back off a quarter turn from fully open to prevent seizure. Operate gate valves slowly. Record the number of turns to open valve and date of operation.

Flush hydrants.

Flush all hydrants in system (4 total) for at least 5 minutes or until water runs clear.

Generator.

Schedule oil change and generator service.

Leak Detection.

Conduct a water audit and leak detection program. You should determine water loss by comparing water production records to water use. Water loss isn't always a physical leak in the system. It can result from main breaks, inaccurate or broken meters, theft, and errors in the billing system. Undetected water main leaks create conditions that put a water system's capacity to supply safe and reliable drinking water at risk.

Inspect wellheads.

Wellhead covers, or seals, keep contaminated water and other material out of the well. Visually inspect all well covers and pump platforms. They should be elevated above the adjacent finished ground level, sloped to drain away from the well casing, and free of cracks or excessive wear. Check for and remove any potential microbiological or chemical contaminant threats from within 100 feet of the well.

Emergency Response Plan for Public Ground Water Systems

System Name: Skyline Improvement and Service District

Public Water System (PWS) Number: WY5600217

Operator Name/Cell #: Emily Hanner 307-690-9557

Back-up Operator Name/Cell #: Ben Hanner 208-270-0609

Secondary Back-up Operator Name/Cell #: Lucas Nugent 307-690-5512

Water Board #: Latham Jenkins 307-690-1642, Kurt Harland 307-413-6887, Jim Lewis 307-413-0829

Population Served: +/- 230 **Number of Service Connections:** +/- 90

Chemicals Used to Treat the Water: None **Name/# of Chemical Supplier:** Lance Stoker Enterprises 208-390-4366

Life Threatening Emergency #: 911 **County Sheriff #:** 307-733-2331

Critical/Vulnerable Customer Contact #s: call Latham Jenkins 307-690-1642

EPA Emergency Contact Region 8 (Monday - Friday 9-4 pm Mountain Time) #: 303-312-6312

EPA After Hours Emergency Contact #: 1-800-424-8802

Wyoming Association of Rural Water Systems #: 307-436-8636

WY DEQ District Engineer Name/ #: James Brough 307-335-6961

Alternate Sources of Drinking Water: Bottled or call Macy's Services 307-733-4687 for a potable water truck

Power Company #: 307-733-2446 **Electrician #:** Tim Oakley 307-733-6545

Plumber #: Teton Waterworks 307-733-2064 **Parts Supplier #:** Teton Waterworks 733-2064

Wyoming Water Agency Response Network #: 307-235-7535 **Website:** www.wyowarn.org

LOSS OF PRESSURE/WATER OUTAGE ACTION PLAN***

Call Clearwater Operations at 307-690-5512. Close valve 1 (see attached map) near tree in front of tank house at 575 NW Ridge Rd. using large square gate key in tank house. Code to tank house: 123456. Isolate leak if within water distribution system using isolation valves. Diagnose and repair failed equipment.

Extremely slowly open valve 1 to restore water (approximately 15 minutes to make 21 turns to open). Flush system through fire hydrants (open no more than 2 at a time) for approximately 1 hour. Take bacteria samples at multiple locations in distribution system.

WATER CONTAMINATION ACTION PLAN*** Call EPA. Jamie Harris: 303-312-6072 Test for bacteria at multiple locations. Flush system as above. Retest for bacteria at multiple locations. There is currently no way to chlorinate water system.

Shut-off valve location and instructions: In tank house and valve cluster in front of tank house

Location of spare or repair parts: At old pump house at 3240 W. Mallard. Door code: 9203

Please see the following website for more detailed information on Emergency Response for Drinking Water and Wastewater Utilities: <https://www.epa.gov/waterutilityresponse> ALWAYS CALL THE EPA TOTAL COLIFORM RULE OR GROUND WATER RULE MANAGER

IF YOU HAVE A TOTAL COLIFORM RULE (TCR) POSITIVE/UNSAFE SAMPLE AT 1-800-227-8917

*****Emergency preparedness assistance, Public Notices for Loss of Pressure, Boil Orders, Do Not Drink, etc., can be found at: <https://www.epa.gov/region8-waterops/emergency-preparedness-drinking-water-systems-wyoming-and-tribal-lands-epa-region-8>**

Power Outage

In the event of a power outage, the well pumps will run on the backup generator. The transfer switch senses the loss of utility line power and will start the generator. The generator will continue to run until the utility line power is restored. It will be important to check the level of propane in the underground tank to ensure we have enough fuel in the event of an extended power outage. During the winter, the only way to access the generator and tanks will be with a snowmobile. We can use the snowmobile to bring small propane containers to the generator. If the power outage is forecasted to last days, it is recommended that Skyline hire a snow removal company to clear the road in to the generator so that a propane truck may deliver a sufficient amount of fuel.

The access road to the generator is at the north end of Eli Springs Road, through the Teton Science School gate. It is a two-track that is not maintained in the winter. It requires 4-wheel drive.

If the backup generator does not automatically engage, open the transfer switch box to check connections. The connections in the box may be hot (have electricity), so do not touch. Call Tim Oakley with Modern Lighting and Electric at 307-733-6545 or another electrician if he is not available.

The power box on the east side of the concrete wall housing the controls has the relays that turn the wells on and off. Check the connections of the relays.

Western States Caterpillar has performed regular servicing of the generator, and they can be reached at 208-251-9241 for questions.

500 NW Ridge

In the event of a water outage, it is recommended that the curbstop to the barn at 500 NW Ridge be closed. This curbstop is located in the forest to the north of the barn, off the northeast corner of the patio. It is marked by a blue stake. If the stake is under snow, it can be located with a metal detector. The curbstop key is located in the tank house, under the stairs.

When shutting off the water at 500 NW Ridge Rd, please contact the owner, Warren Machol at 307-734-1920.

CAPACITY DEVELOPMENT

Additional Financial Worksheets for DWSRF Loan Recipients and New Community Water Systems (CWS) and New Non-Transient Non-Community Water Systems

SUMMARY

Five Year Projections	Last Year Actual	Current Year Budget	Year 2 Projected	Year 3 Projected	Year 4 Projected	Year 5 Projected
Beginning Cash on Hand	\$ 97,326.46	\$ 73,990.46	\$ 74,161.56	\$ 73,427.87	\$ 79,606.83	\$ 92,498.62
Add:						
Cash Receipts (worksheet 1, 5T)	\$ 69,051.00	\$ 108,037.10	\$ 110,611.31	\$ 120,478.96	\$ 130,961.79	\$ 128,543.69
Less:						
Operating Expenditures (worksheet 2, 8T)	\$ 82,368.00	\$ 88,210.00	\$ 91,300.00	\$ 94,550.00	\$ 97,880.00	\$ 101,360.00
Debt Service (worksheet 3, 9T)	\$ -	\$ -	\$ 7,250.00	\$ 7,250.00	\$ 7,250.00	\$ 7,250.00
Capital Improvements (worksheet 4, 10T)	\$ -	\$ 8,000.00	\$ 725.00	\$ -	\$ -	\$ -
Deposits to Reserves (worksheet 5, 11T)	\$ 10,019.00	\$ 11,656.00	\$ 12,070.00	\$ 12,500.00	\$ 12,940.00	\$ 13,400.00
Ending Cash on Hand	\$ 73,990.46	\$ 74,161.56	\$ 73,427.87	\$ 79,606.83	\$ 92,498.62	\$ 99,032.30

Number of Customer Accounts	83	86	86	86	87	87
Average Annual User Charge per account	\$ 831.94	\$ 1,161.23	\$ 1,286.18	\$ 1,400.92	\$ 1,430.37	\$ 1,477.51
Coverage Ratio ((3T-8T)/9T)	#DIV/0!	#DIV/0!	2.66	3.58	4.56	3.75
Operating Ratio (1T/8T)	0.84	1.13	1.21	1.27	1.27	1.27

Applicant: Skyline Improvement & Service District (Alternative A - No SF)
 Completed by: Josh Kilpatrick, Nelson Engineering
 Date: July 14, 2021

WORKSHEET 1 - RECEIPTS

Five Year Projections	Last Year Actual	Current Year Budget	Year 2 Projected	Year 3 Projected	Year 4 Projected	Year 5 Projected
1. Cash Receipts From Water Revenues:						
a. Unmetered Water Revenue	\$ 49,093.00	\$ 63,175.00	\$ 65,386.13	\$ 73,924.64	\$ 76,512.00	\$ 79,189.92
b. Metered Water Revenue	\$ 19,958.00	\$ 36,691.00	\$ 37,975.19	\$ 39,304.32	\$ 40,679.97	\$ 42,103.77
c. Other Water Revenue	\$ -	\$ -	\$ 7,250.00	\$ 7,250.00	\$ 7,250.00	\$ 7,250.00
1T. Total Water Revenues (1a thru 1c)	\$ 69,051.00	\$ 99,866.00	\$ 110,611.31	\$ 120,478.96	\$ 124,441.97	\$ 128,543.69

2. Cash Receipts From Other Income						
a. Connection Fees	\$ -	\$ -	\$ -	\$ -	\$ 6,519.82	\$ -
b. Interest and Dividend Income	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
c. Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2T. Total Other Income (2a thru 2c)	\$ -	\$ -	\$ -	\$ -	\$ 6,519.82	\$ -

3T. Total Cash Revenues (1T + 2T)	\$ 69,051.00	\$ 99,866.00	\$ 110,611.31	\$ 120,478.96	\$ 130,961.79	\$ 128,543.69
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4. Other Cash Receipts						
a. Transfers in	\$ -	\$ 8,000.00	\$ -	\$ -	\$ -	\$ -
b. Loans, Grants or other Cash Received (please specify)		\$ 171.10				
4T. Total Other Cash Receipts (4a + 4b)	\$ -	\$ 8,171.10	\$ -	\$ -	\$ -	\$ -

5T. Total Cash Receipts (3T + 4T)	\$ 69,051.00	\$ 108,037.10	\$ 110,611.31	\$ 120,478.96	\$ 130,961.79	\$ 128,543.69
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WORKSHEET 2 - OPERATING EXPENDITURES

Five Year Projections	Last Year Actual	Current Year Budget	Year 2 Projected	Year 3 Projected	Year 4 Projected	Year 5 Projected
6. Operating Expenses						
a. Salaries and wages						
b. Employee Pensions and Benefits						
c. Purchased Water						
d. Purchased Power	\$ 3,594.00	\$ 4,650.00	\$ 4,820.00	\$ 4,990.00	\$ 5,170.00	\$ 5,360.00
e. Fuel for Power Production						
f. Chemicals						
g. Materials and Supplies	\$ 262.00	\$ 350.00	\$ 320.00	\$ 350.00	\$ 350.00	\$ 370.00
h. Contractual Services - Engineering						
i. Contractual Services - Other	\$ 27,818.00	\$ 27,850.00	\$ 28,830.00	\$ 29,840.00	\$ 30,890.00	\$ 31,980.00
j. Rental of Equipment/Real Property						
k. Transportation Expenses						
l. Laboratory	\$ 554.00	\$ 500.00	\$ 520.00	\$ 540.00	\$ 560.00	\$ 580.00
m. Insurance	\$ 2,010.00	\$ 2,310.00	\$ 2,400.00	\$ 2,490.00	\$ 2,580.00	\$ 2,680.00
n. Regulatory Commission Expenses						
o. Advertising	\$ 173.00	\$ 400.00	\$ 420.00	\$ 440.00	\$ 460.00	\$ 480.00
p. Miscellaneous	\$ 272.00	\$ 300.00	\$ 320.00	\$ 340.00	\$ 360.00	\$ 380.00
q. other						
6T. Total Operating Expenses (6a thru 6p)	\$ 34,683.00	\$ 36,360.00	\$ 37,630.00	\$ 38,990.00	\$ 40,370.00	\$ 41,830.00
7. Replacements:						
a. Replacement Expenditures - Facility Repairs	\$ 42,532.00	\$ 38,850.00	\$ 40,210.00	\$ 41,620.00	\$ 43,080.00	\$ 44,590.00
(please specify)						
b. Other - Unplanned Improvements	\$ 5,153.00	\$ 13,000.00	\$ 13,460.00	\$ 13,940.00	\$ 14,430.00	\$ 14,940.00
(please specify)						
7T. Total Replacement Expenditures	\$ 47,685.00	\$ 51,850.00	\$ 53,670.00	\$ 55,560.00	\$ 57,510.00	\$ 59,530.00
8T. Total OM&R Expenditures (6T+ 7T)	\$ 82,368.00	\$ 88,210.00	\$ 91,300.00	\$ 94,550.00	\$ 97,880.00	\$ 101,360.00

WORKSHEET 3 - DEBT SERVICE

Five Year Projections	Last Year Actual	Current Year Budget	Year 2 Projected	Year 3 Projected	Year 4 Projected	Year 5 Projected
9. Debt Service						
a. Capital Lease Payments						
b. Loan Principal Repayments						
Phase 1 - Meter Project			\$ 7,250.00	\$ 7,250.00	\$ 7,250.00	\$ 7,250.00
c. Loan Interest Payments						
d. Transfers Out						
9T. Total Debt Service/Transfers Out	\$ -	\$ -	\$ 7,250.00	\$ 7,250.00	\$ 7,250.00	\$ 7,250.00

WORKSHEET 4 - CAPITAL IMPROVEMENTS

Five Year Projections	Last Year Actual	Current Year Budget	Year 2 Projected	Year 3 Projected	Year 4 Projected	Year 5 Projected
10. Capital Improvements (briefly describe each project)						
Loan Origination - Meter Project			\$ 725.00			
Well #4 Easement		\$ 8,000.00				
10T. Total Capital Improvements	\$ -	\$ 8,000.00	\$ 725.00	\$ -	\$ -	\$ -

WORKSHEET 5 - DEPOSITS TO RESERVES

Five Year Projections	Last Year Actual	Current Year Budget	Year 2 Projected	Year 3 Projected	Year 4 Projected	Year 5 Projected
11. Deposits to Reserves:						
a. Debt Service Reserve						
b. Bond Retirement Reserve						
c. Capital Improvement Reserve						
d. Replacement Reserve	\$ 10,019.00	\$ 11,656.00	\$ 12,070.00	\$ 12,500.00	\$ 12,940.00	\$ 13,400.00
e. Other						
11T. Total Deposits to Reserves (11a thru 11e)	\$ 10,019.00	\$ 11,656.00	\$ 12,070.00	\$ 12,500.00	\$ 12,940.00	\$ 13,400.00



Washington, DC 20460
Certification Regarding
Debarment, Suspension, and Other Responsibility Matters

The prospective participant certifies to the best of its knowledge and belief that it and its principals:

- (a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;
(b) Have not within a three year period preceding this proposal been convicted of or had a civil judgement rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission or embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
(c) Are not presently indicted for or otherwise criminally or civilly charged by a government entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and
(d) Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State, or local) terminated for cause or default.

I understand that a false statement on this certification may be grounds for rejection of this proposal or termination of the award. In addition, under 18 USC Sec. 1001, a false statement may result in a fine of up to \$10,000 or imprisonment for up to 5 years, or both.

Kurt Harland, Skyline Improvement & Service District Chairman

Typed Name & Title of Authorized Representative

Handwritten signature of Kurt Harland

Signature of Authorized Representative

Handwritten date: 9-20-2021

Date

I am unable to certify to the above statements. My explanation is attached.

Instructions

Under Executive Order 12549, an individual or organization debarred or excluded from participation in Federal assistance or benefit programs may not receive any assistance award under a Federal program, or a subagreement thereunder for \$25,000 or more.

Accordingly, each prospective recipient of an EPA grant, loan, or cooperative agreement and any contract or subagreement participant thereunder must complete the attached certification or provide an explanation why they cannot. For further details, see 40 CFR 32.510, Participants' responsibilities, in the attached regulation.

Where To Submit

The prospective EPA grant, loan, or cooperative agreement recipient must return the signed certification or explanation with its application to the appropriate EPA Headquarters or Regional office, as required in the application instructions.

A prospective prime contractor must submit a completed certification or explanation to the individual or organization awarding the contract.

Each prospective subcontractor must submit a completed certification or explanation to the prime contractor for the project.

How To Obtain Forms:

EPA includes the certification form, instructions, and a copy of its implementing regulation (40 CFR Part 32) in each application kit. Applicants may reproduce these materials as needed and provide them to their prospective prime contractor, who, in turn, may reproduce and provide them to prospective subcontractors.

Additional copies/assistance may be requested from:

Compliance Branch
Grants Administration Division (PM-216F)
U.S. Environmental Protection Agency
401 M Street, SW
Washington, DC 20460
(Telephone: 202/475-8025)

EPA Form 5700-49 (11-88)

Preaward Compliance Review Report for All Applicants and Recipients Requesting EPA Financial Assistance

Note: Read Instructions before completing form.

I. A. Applicant/Recipient (Name, Address, City, State, Zip Code)

Name:

Address:

City:

State: Zip Code:

B. DUNS No.

II. Is the applicant currently receiving EPA Assistance? Yes No

III. List all civil rights lawsuits and administrative complaints pending against the applicant/recipient that allege discrimination based on race, color, national origin, sex, age, or disability. (Do not include employment complaints not covered by 40 C.F.R. Parts 5 and 7.)

IV. List all civil rights lawsuits and administrative complaints decided against the applicant/recipient within the last year that allege discrimination based on race, color, national origin, sex, age, or disability and enclose a copy of all decisions. Please describe all corrective actions taken. (Do not include employment complaints not covered by 40 C.F.R. Parts 5 and 7.)

V. List all civil rights compliance reviews of the applicant/recipient conducted by any agency within the last two years and enclose a copy of the review and any decisions, orders, or agreements based on the review. Please describe any corrective action taken. (40 C.F.R. § 7.80(c)(3))

VI. Is the applicant requesting EPA assistance for new construction? If no, proceed to VII; if yes, answer (a) and/or (b) below.

Yes No

a. If the grant is for new construction, will all new facilities or alterations to existing facilities be designed and constructed to be readily accessible to and usable by persons with disabilities? If yes, proceed to VII; if no, proceed to VI(b).

Yes No

b. If the grant is for new construction and the new facilities or alterations to existing facilities will not be readily accessible to and usable by persons with disabilities, explain how a regulatory exception (40 C.F.R. 7.70) applies.

The project consists of the replacement of manually read meters with radio-read meters, which will be more readily accessible to and usable by persons with disabilities.

VII. Does the applicant/recipient provide initial and continuing notice that it does not discriminate on the basis of race, color, national origin, sex, age, or disability in its program or activities? (40 C.F.R. 5.140 and 7.95) Yes No

a. Do the methods of notice accommodate those with impaired vision or hearing? Yes No

b. Is the notice posted in a prominent place in the applicant's offices or facilities or, for education programs and activities, in appropriate periodicals and other written communications? Yes No

c. Does the notice identify a designated civil rights coordinator? Yes No

VIII. Does the applicant/recipient maintain demographic data on the race, color, national origin, sex, age, or handicap of the population it serves? (40 C.F.R. 7.85(a)) Yes No

IX. Does the applicant/recipient have a policy/procedure for providing access to services for persons with limited English proficiency? (40 C.F.R. Part 7, E.O. 13166) Yes No

X. If the applicant is an education program or activity, or has 15 or more employees, has it designated an employee to coordinate its compliance with 40 C.F.R. Parts 5 and 7? Provide the name, title, position, mailing address, e-mail address, fax number, and telephone number of the designated coordinator.

N/A

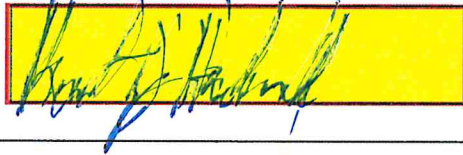
XI. If the applicant is an education program or activity, or has 15 or more employees, has it adopted grievance procedures that assure the prompt and fair resolution of complaints that allege a violation of 40 C.F.R. Parts 5 and 7? Provide a legal citation or Internet Address for, or a copy of, the procedures.

N/A

For the Applicant/Recipient

I certify that the statements I have made on this form and all attachments thereto are true, accurate and complete. I acknowledge that any knowingly false or misleading statement may be punishable by fine or imprisonment or both under applicable law. I assure that I will fully comply with all applicable civil rights statutes and EPA regulations.

A. Signature of Authorized Official



B. Title of Authorized Official

Kurt Harland, Chairman, Skyline ISD

C. Date

9/20/21

For the U.S. Environmental Protection Agency

I have reviewed the information provided by the applicant/recipient and hereby certify that the applicant/recipient has submitted all preaward compliance information required by 40 C.F.R. Parts 5 and 7; that based on the information submitted, this application satisfies the preaward provisions of 40 C.F.R. Parts 5 and 7; and that the applicant has given assurance that it will fully comply with all applicable civil rights statutes and EPA regulations.

A. *Signature of Authorized EPA Official

B. Title of Authorized Official

C. Date

Instructions for EPA FORM 4700-4 (Rev. 04/2009)

General

Recipients of Federal financial assistance from the U.S. Environmental Protection Agency must comply with the following statutes and regulations.

Title VI of the Civil Rights Acts of 1964 provides that no person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance. The Act goes on to explain that the statute shall not be construed to authorize action with respect to any employment practice of any employer, employment agency, or labor organization (except where the primary objective of the Federal financial assistance is to provide employment).

Section 13 of the 1972 Amendments to the Federal Water Pollution Control Act provides that no person in the United States shall on the ground of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under the Federal Water Pollution Control Act, as amended. Employment discrimination on the basis of sex is prohibited in all such programs or activities.

Section 504 of the Rehabilitation Act of 1973 provides that no otherwise qualified individual with a disability in the United States shall solely by reason of disability be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance. Employment discrimination on the basis of disability is prohibited in all such programs or activities.

The Age Discrimination Act of 1975 provides that no person on the basis of age shall be excluded from participation under any program or activity receiving Federal financial assistance. Employment discrimination is not covered. Age discrimination in employment is prohibited by the Age Discrimination in Employment Act administered by the Equal Employment Opportunity Commission.

Title IX of the Education Amendments of 1972 provides that no person in the United States on the basis of sex shall be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving Federal financial assistance. Employment discrimination on the basis of sex is prohibited in all such education programs or activities. Note: an education program or activity is not limited to only those conducted by a formal institution.

40 C.F.R. Part 5 implements Title IX of the Education Amendments of 1972.

40 C.F.R. Part 7 implements Title VI of the Civil Rights Act of 1964, Section 13 of the 1972 Amendments to the Federal Water Pollution Control Act, and Section 504 of The Rehabilitation Act of 1973.

The Executive Order 13166 (E.O. 13166) entitled; "Improving Access to Services for Persons with Limited English Proficiency" requires Federal agencies work to ensure that recipients of Federal financial assistance provide meaningful access to their LEP applicants and beneficiaries.

Items

"Applicant" means any entity that files an application or unsolicited proposal or otherwise requests EPA assistance. 40 C.F.R. §§ 5.105, 7.25.

"Recipient" means any entity, other than applicant, which will actually receive EPA assistance. 40 C.F.R. §§ 5.105, 7.25.

"Civil rights lawsuits and administrative complaints" means any lawsuit or administrative complaint alleging discrimination on the basis of race, color, national origin, sex, age, or disability pending or decided against the applicant and/or entity which actually benefits from the grant, but excluding employment complaints not covered by 40 C.F.R. Parts 5 and 7. For example, if a city is the named applicant but the grant will actually benefit the Department of Sewage, civil rights lawsuits involving both the city and the Department of Sewage should be listed.

"Civil rights compliance review" means any review assessing the applicant's and/or recipient's compliance with laws prohibiting discrimination on the basis of race, color, national origin, sex, age, or disability.

Submit this form with the original and required copies of applications, requests for extensions, requests for increase of funds, etc. Updates of information are all that are required after the initial application submission.

If any item is not relevant to the project for which assistance is requested, write "NA" for "Not Applicable."

In the event applicant is uncertain about how to answer any questions, EPA program officials should be contacted for clarification.

* Questions VII – XI are for informational use only and will not affect an applicant's grant status. However, applicants should answer all questions on this form. (40 C.F.R. Parts 5 and 7).

** Note: Signature appears in the Approval Section of the EPA Comprehensive Administrative Review For Grants/Cooperative Agreements & Continuation/Supplemental Awards form.

Approval indicates, in the reviewer's opinion, questions I – VI of Form 4700-4 comply with the preaward administrative requirements for EPA assistance.

"Burden Disclosure Statement"

EPA estimates public reporting burden for the preparation of this form to average 30 minutes per response. This estimate includes the time for reviewing instructions, gathering and maintaining the data needed and completing and reviewing the form. Send comments regarding the burden estimate, including suggestions for reducing this burden, to U.S. EPA, Attn: Collection Strategies Division (MC 2822T), Office of Information Collection, 1200 Pennsylvania Ave., NW, Washington, D.C. 20460; and to the Office of Information and Regulatory Affairs, Office of Management and Budget, Washington, D.C. 20503.

The information on this form is required to enable the U.S. Environmental Protection Agency to determine whether applicants and prospective recipients are developing projects, programs and activities on a nondiscriminatory basis as required by the above statutes and regulations.

Certification Statement

W.S. 16-6-101 & W.S. 16-6-1001

W.S. § 16-6-101, et seq. PREFERENCE FOR RESIDENT CONTRACTORS

If advertisement for bids is required, the Contract shall be let to the responsible certified resident making the lowest bid, if the certified resident's bid is not more than five percent (5%) higher than that of the lowest responsible nonresident bidder. "Resident" for this purpose means as defined by W.S. § 16-6-101. A successful resident bidder shall not subcontract more than thirty percent (30%) of the work covered by his contract to nonresident contractors. A resident bidder shall submit a copy of its certificate of residency with its bid.

W.S. § 16-6-1001(2011 Senate File 144) PREFERENCE FOR RESIDENT DESIGN FIRMS

Applicants must comply with all aspects of W.S. § 16-6-1001, if applicable, including but not limited to submitting a plan that promotes the employment of responsible Wyoming resident design firms, including professional architectural and engineering services in the planning and design phases of facilities funded with monies subject to its provisions. Plans are to be submitted to Governor Matthew H. Mead, Capitol Building, Cheyenne, Wyoming 82002 and the Joint Appropriations Interim Committee, c/o Legislative Service Office, Capitol Building, Cheyenne, Wyoming 82002.

Any funds from the Office of State Lands and Investments for capital construction projects authorized for expenditure during the fiscal biennium ending June 30, 2012, which have not been obligated by contract or designed as of January 17, 2011 must provide the signed statement below to the Office of State Lands and Investments with funding applications and prior to reimbursement of expenditures.

I certify to the best of my knowledge and belief that the Skyline ISD
(City, Town, District)
has complied with W.S. § 16-6-101 and W.S. § 16-6-1001 (2011 Senate File 144) unless otherwise noted below.

1. W.S. § 16-6-1001(a)
 - Complied with W.S. § 16-6-1001(a)
 - Requested a waiver; attach description and detailed reason
 - Exempt; attach legal opinion and detailed reason

2. W.S. § 16-6-1001 (b)
 - Plan submitted to Governor's Office (Date submitted: 9/20/21)
 - Exempt; attach legal opinion and detailed reason

3. W.S. § 16-6-101
 - Complied with W.S. § 16-6-101, et. seq
 - Exempt; attach legal opinion and detailed reason
 - Project has not been bid but will include standard contract language to comply with W.S. § 16-6-101

Date: 9-20-2021



Signature
Chairman, Skyline ISD

Title

Below is an example of a plan that promotes the employment of responsible Wyoming resident design firms. Local governments may adapt this example or may develop a different plan which promotes the employment of responsible Wyoming resident design firms.

1. The local government will provide statewide notice that they are seeking professional services for the design of a capital construction project. Notice will be provided through newspapers with statewide circulation at least once each week for four (4) consecutive weeks.
2. Firms interested in providing the design services are requested to submit "Statements of Interest" in which their project specific qualifications and other pertinent information are provided.
3. The local government will screen the Statements of Interest on the basis of residency, ability of professional personnel, past performance, willingness to meet time requirements, location, current and projected work load, the volume of work previously awarded to the firm by the local government, and equitable distribution of contracts among qualified firms.

A "resident firm" has a working office in Wyoming with the capabilities to complete a substantial percentage of the project work, as demonstrated by the Statements of Interest. The work to be conducted by the firm must be supervised by a professional engineer licensed in Wyoming as required by the provisions of WS 33-29-114 through WS 33-29-139 and a professional geologist licensed in Wyoming as required by the provisions of WS 33-41-101 through 33-41-121.

4. The goal of the screening process is to select qualified firms to provide the necessary professional services.
 - a. If there are five (5) qualified resident firms, those firms will be selected.
 - b. If there are less than five (5) qualified resident firms, the screening process will look to non-resident firms that are proposing to use resident firms as subconsultants.
 - c. If there are not five (5) qualified firms identified under a. or b. above, non-resident firms will be considered.
5. The local government will provide a request for proposal to the five (5) firms selected during the screening. The firms will provide separate technical and price proposals.
6. The local government will rank the technical proposals based on project specific qualifications, experience and expertise of the project team, and the content of the technical proposal.
7. The local government will invite three (3) firms for interviews. The firms will be advised to focus their presentation on price, project specific qualifications, and content of the technical proposal.
8. The local government will base final selection of the firm on price, project specific qualifications, and content of the technical proposal.

Please note that "residency" is not a consideration in steps 6 through 8. These steps should be fair to all firms that have invested time and money in the selection process. However, members of the consultant selection teams are advised that if they are having difficulty deciding between a resident firm and a non-resident firm, hire the resident firm.

Skyline Ranch Improvement & Service District

September 20, 2021

Governor Mark Gordon
Capitol Building
Cheyenne, WY 82002

Re: Skyline Improvement and Service District, Skyline ISD Metering Project DWSRF Assistance

Dear Governor Gordon:

The Skyline Improvement and Service District is currently seeking DWSRF assistance for its Skyline ISD Metering Project; in brief, the project consists of the replacement of eighty-six 20+-year-old manual-read water meters at Skyline Ranch with new meters and an automatic radio read metering system. New meters will be installed at current meter locations (typically in residential crawlspaces) and the radio read system will enable the District to automatically collect meter readings from roadways adjacent to each residence. The project is necessary due to the advanced age of the existing meters, current meter inaccuracies leading to an underestimation of actual flows, as well as an increase in unaccounted water usage, and difficulty physically accessing and reading the meters for reporting.

The District has contracted with Nelson Engineering, a Wyoming engineering firm, for professional engineering design services for the projects on the basis of their overall qualifications, residency, fee proposal, knowledge of the existing treatment plant process and facilities, past performance, and level of services; the District is therefore in compliance with the provisions of W.S. § 1001(a) and (b).

We understand that future capital construction projects will also be subject to the provisions of W.S. § 1001(a) and (b). As such, the District has developed the attached selection plan for design firms.

If you have any questions, please do not hesitate to contact me at (307) 413-6867.

Sincerely,



Kurt Harland
Chairman

Enclosure

cc: Joint Appropriations Interim Committee, c/o Legislative Service Office, Capitol Building,
Cheyenne, WY 82002
Rebecca Webb, Office of State Lands and Investment, 122 West 25th Street, Cheyenne, WY 82002
(included in DWSRF Application, Additional Information)

Skyline Improvement and Service District Selection Plan for Design Firms

With new, major capital projects, the Skyline Improvement and Service District (the District) shall use the following procedures for the selection of a design firm:

1. The District shall provide statewide notice that they are seeking professional services for the design of a capital construction project. Notice shall be provided through newspapers with statewide circulation at least once each week for four (4) consecutive weeks.
2. The notice shall request that firms interested in providing the design services are requested to submit "Statements of Interest" in which their project specific qualifications and other pertinent information are provided.
3. The District shall screen the Statements of Interest on the basis of residency, ability of professional personnel, past performance, willingness to meet time requirements, location, current and projected work load, and the volume of work previously awarded to the firm by the District.
4. The goal of the screening process is to select qualified firms to provide the necessary professional services.
 - a. If there are five (5) qualified resident firms, those firms shall be selected.
 - b. If there are less than five (5) qualified resident firms, the screening process shall look to non-resident firms that are proposing to use resident firms as subconsultants.
 - c. If there are not five (5) qualified firms identified under a. or b. above, non-resident firms shall be considered.
5. The District shall provide a "Request for Proposal" to the five (5) firms selected during the screening. The firms shall provide separate technical and price proposals.
6. The District shall rank the technical proposals based on project specific qualifications, experience and expertise of the project team, and the content of the technical proposal.
7. The District shall invite three (3) firms for interviews. The firms shall be advised to focus their presentation on price, project specific qualifications, prior work history with the District, and content of the technical proposal.
8. The District shall base final selection of the firm on price, project specific qualifications, prior work history with the District, and content of the technical proposal.
9. Notwithstanding the foregoing, the District Board of Directors may waive the notice and review process and award the design work to a resident firm, provided that:
 - a. The firm is a Wyoming design firm,
 - b. The firm meets the project's specific qualifications, and
 - c. The Board determines that:
 - i. The work to be performed is specialized or of such scale that it can be more suitably performed by the firm, or
 - ii. The notice and award process would unreasonably delay the completion of the project.

Skyline Ranch Improvement & Service District

October 13, 2021

Office of State Lands and Investments
 Herschler Building
 122 West 25th Street, Suite W103
 Cheyenne, WY 82001

ATTN: Ms. Rebecca Webb, Community Loan Officer

SUBJECT: Skyline Improvement and Service District Drinking Water State Revolving Fund Application – Additional Information

Dear Rebecca:

Thank you for your email on October 11, 2021. Below is a table summarizing the list of items for which you have requested additional information with responses and referencing any required—and enclosed—attachments.

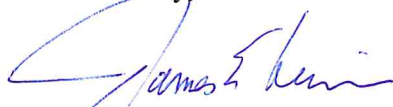
Applicant and Contact Info page	I was able to confirm that the District is on the State's (WOLFS) accounting system. 9/28/21 Department of Revenue - spoke with Dan Shadakofsky 777-5432- about difference of District name (Skyline Ranch vs Skyline) on DOR website. He confirmed it is the same District by legal description. Said name was updated due to correspondence they had with District on a postcard response. No reason for concern or correction needed. NOTHING IS NEEDED FOR THIS ITEM.	Noted.
Funding Information page	After the October 2021 Board meeting, it is anticipated that there will be no principal forgiveness in the DWSRF program. According to the District's response on this page you wish to proceed. Is this still correct?	That is correct. The District would still like to proceed with the loan, even if no principal forgiveness is available.
Rate Information page	I understand through looking through the application- the Water charges are being collected through property assessments. My question is once the meters are in place will the District start collecting the Water charges on a monthly basis? Please explain in detail in a letter format, signed by a District official.	No, once the meters are in place, the District will collect the water charges on a quarterly basis, in arrears.

Financial Information page	The District supplied F-32 forms, Balance sheet, Profit and Loss and 2021-2022 Budget. I have several questions. 1) on the Budget-what is the County Support Revenue \$43,800.00? Explain in detail. 2) The Profit and Loss statement figures vary from the F-32 forms. The 6/2019 is close to the F-32 figures. Explain in detail why the other two years are so different. 3) On the Balance sheet statement- it is showing "2000-accounts payable"-with amounts in 2018 \$16,525.97, 2019-\$4,582.19, 2020-\$12,041.64. The loan application reflects no debt. Explain in detail what these amounts are and if they are debt-give details. All answers should be in a letter format and signed by a District official. Do you have F-66 forms? If so, please provide 3 year history. Note- if the District does have debt- this application page will need to be revised.	The County Support Revenue of \$43,800.00 is the water usages fees (the amount paid by homeowners based on the gallons of water consumed). We believe that the difference between the Profit and Loss statement and the F-32 figures is the presentation of the numbers on a cash versus accrual basis. We do not consider Accounts Payable "debt" in the traditional sense of the word. They are normal trade payables, paid 30 days after receipt of invoice. The District is not required to file F-66 forms, so none are available.
DWSRF Only Info page	The category of "Plan and Design" -the percentage and dollar amounts need moved into "Transmission and Distribution" (100%). Please revise the page and resubmit.	Revised page enclosed.
Capacity Assessment- Yes/No questions	Questions not answered #76-80, #86-89, and #90-91. Question #69-answered N/A. 10/7/2021 Per response from Stan Miller/DEQ- the unanswered questions are acceptable. NOTHING IS NEEDED FOR THIS ITEM.	Noted.
Capacity Worksheets	Worksheet#3- and Summary page may need to be adjusted if the District has other debt. See Item#4 Question#3.	No revision is required, see "Financial Information page" response above.
All loan applicants are required to be in compliance with the Wyoming Department of Audit	In verifying if the District is in compliance with the Wyoming Department of Audit. I was informed, the District is currently in compliance. But an additional 3 reports are due from the District on October 31st to the Wyoming Department of Audit. Please have all your reporting into DOA by your deadline date of 10/31. Notify me when this is completed, so that compliance can be re-verified.	The additional three reports will be submitted to the Wyoming Department of Audit by the deadline of October 31, 2021, and the District will notify you when this work has been completed.

<p>Method of Repayment on Loan- Increased Assessments (\$84.30)</p>	<p>Per the cover letter dated 9/21/21 The "increase" (special assessment-\$84.30) in the assessments will not be completed until 5/4/2022 for the 2022/2023 period. It is required to have the assessments in place prior to this loan being approved by OS LI. Per the Grants and Loan Manager; this application can be scheduled for the February 2022 Board Meeting, once the DWSRF application is completed (all items listed on this sheet resolved). Once the application receives Board conditional approval at the February 2022 meeting- the application is then submitted for OS LI's management for review and final approval. Once that authorization is received, loan documents "will not" be sent out until OS LI has documentation that the increased assessments are in place with the County Assessor. If you have any questions on this item, contact me at 307-777-6046- Rebecca Webb to discuss.</p>	<p>Noted.</p>
<p>Loan Requirements Information</p>	<p>When this loan is approved and loan funds are being drawn- it is required (within the Loan Agreement) that the District supply an annual CPA audit every fiscal year that loan funds are drawn.</p>	<p>Noted.</p>

If you have any questions or require more clarification, please feel free to contact me at (307) 413-6867, or Suzanne Lagerman with Nelson Engineering at (307) 733-2087.

Sincerely,



Jim Lewis
Treasurer

Enclosure: Revised DWSRF Only Info page

Applicant: SKYLINE IMPROVEMENT & SERVICE DISTRICT

Project Name: SKYLINE ISD METERING PROJECT

Capacity Development

All DWSRF applicants are required to complete the Capacity Development Assessment Worksheets for Public Water Systems. The two documents are located on the DEQ website listed in red below. Under the SRF Forms and Guidance section. In order for a DWSRF Application to be considered complete. The Applicant must complete the "Capacity Development Assessment Worksheets" and "Financial Worksheets" that are provided on the DEQ website.

Contact DEQ at (307)777-6371 for additional information or go to their website at: <http://deq.wyoming.gov/wqd/state-revolving-loan-fund/resources/1-srf-forms-and-guidance/>

Project categories

Provide the percentage or proportionate cost of the project for each project category below.

	%	Dollars
Plan & Design	0%	\$0
Treatment	0%	\$0
Transmission & Distribution	100%	\$145,000
Source	0%	\$0
Storage	0%	\$0
Purchase	0%	\$0
Restructure	0%	\$0
Land Acquisition	0%	\$0
Other	0%	\$0

Total SRF Funding: \$145,000
Auto Calculates

NOTE: If your are requesting funds to refinance an existing loan, please identify what categories the original project would have included.

Required EPA Forms 5700-49, 4700-4, and State Certification Forms

These required forms can be downloaded from the Office of State Lands and Investments Website:

<https://lands.wyo.gov/grants-loans/loans/drinking-water-state-revolving-funds>

Right under the link to the SRF loan application.

Applications will not be considered complete unless these documents are completed and turned in with the application.