

Broken Wheel Ranch ISD Organizational Meeting Agenda-REVISED
February 23, 2017, 7pm
188 Chokecherry Drive, Alpine, WY 83128

1. Call to order
2. ISD Members Present
3. Approval of Feb. 7 Minutes
4. Well Project Presentation (Sunrise Engineering)
5. Development of Water Rates Schedule and 2018 ISD Tax Assessment
 - a) Resolution 2017-2: Assessment Rate
 - b) Resolution 2017-3: Water Rates
6. Approval of Adjournment

MINTUES OF BROKEN WHEEL RANCH IMPROVEMENT
& SPECIAL DISTRICT PROCEEDINGS
February 23, 2017, 7pm, 188 Chokecherry Drive, Alpine, WY

Members Present: Nick Cummings, Robert (Bob) Austin, and Dorrene BrownButterfield

Call to Order: Meeting was called to order by Nick Cummings at 7:05pm.

Minutes: The minutes of the Feb. 7, 2017, meeting were reviewed. Nick called the question and the Feb. 7 minutes were unanimously approved.

Treasurer's Report: As we have no money yet, there was no Treasurer's Report.

Well Project Presentation: Jason Linford and Kevin Martin of Sunrise Engineering gave a presentation of the well project (see attached notes).


Resolutions: Resolution #2017-2 to set the 2018 assessment rate at \$419.97 per lot was presented and the public was asked for input, of which there was none; Nick called the question and it was approved unanimously.

Resolution #2017-3 to set the water rates (for when the new well is functional) at \$20 per month for 10,000 gallons and \$0.002 per gallon for all usage above 10,000 gallons a month was presented and the public was asked for input, of which there was none. Nick called the question and it was approved unanimously.

Approval of Adjournment: All parties approved adjournment at 8:09pm.

Respectfully Submitted by Dorrene BrownButterfield, Secretary

Approval of Minutes:



Nick Cummings, President

03/13/2017
Date



Robert Austin, Treasurer

03/13/2017
Date

BROKEN WHEEL RANCH- ISD
PUBLIC MEETING DISCUSSION NOTES
(FEBRUARY 23, 2017)

1. WWDC LEVEL I STUDY

- a. Additional Storage – 10,000 Gallons
- b. New Well
- c. Increase Pressure
- d. Locate Services

2. LOANS-APPLICATIONS - \$915,000 Total

- a. Wyoming Water Development Commission (WWDC) – Level III
 - i. 67% Grant - \$528,563
- b. Drinking Water State Revolving Fund (DWSRF)
 - i. 33% Loan/Grant - \$386,437
 - 1. 25% Principal Forgiveness - \$96,609.25
 - 2. Loan Amount - \$289,827.75
- c. Dept. of Agricultural (USDA)
 - i. ECWAG - \$100,000

3. ASSESSMENTS

- a. Repayment – 30 year loan term at 2.5% interest
 - i. \$420 per lot per year (\$35/month)
- b. Operation & Maintenance
 - i. \$20 per water service per month for the first 10,000 gallons
 - 1. \$0.002 per gallon above 10,000 gallons

4. SCHEDULE

- a. WWDC
 - i. Grant will be finalized through legislation end of February
 - ii. Hydrogeological Study
 - iii. Well Construction
 - iv. Design (coordinated w/ SRF)
- b. SRF
 - i. Loan will be awarded at June 2017 meeting
 - ii. Environmental (CAT-EX)
 - iii. Design (coordinated w/ WWDC)

5. QUESTION & ANSWER



Broken Wheel Ranch ISD
Public Meeting
02-23-17

Please Sign In

Name
ROBERT AUSTIN
Dorrene Brown Butterfield
Nicholas Cummings
Jessica Cummings
Paul Butler
Kevin Martin
Jason Linford

RESOLUTION NO. 2017-2

**A RESOLUTION ESTABLISHING THE RATE OF ASSESSMENT FOR
WATER AND SPECIAL IMPROVEMENTS**

WHEREAS, the Board of Directors of the Broken Wheel Ranch Improvement Service District, hereinafter the "Board of Directors", duly assembled on the 23rd day of February, 2017, said meeting called for the purpose of establishing assessments for water system and special improvements, and;

WHEREAS, the Board of Directors have reviewed the studies performed by Sunrise Engineering, Inc., hereinafter "Engineer" and the conclusions and recommendations of the Engineer, and;

WHEREAS, the study submitted by Engineer was conducted during a period of time when the area within the Broken Wheel Ranch Improvement Service District, hereinafter "District", experienced a loss of supply of potable water. The study concluded that improvements are needed to the culinary water system and other assets within this system. The initial estimate provided by the Engineer placed the cost of the improvements at a total of \$915,000, \$386,437 of which will be the responsibility of the District, with a 25% loan forgiveness netting a total loan amount of \$289,827.75, and;

WHEREAS, one of the purposes for which the District was formed is to provide an adequate supply of potable water to the properties within the special improvement service district, and;

WHEREAS, the Board of Directors, after review of the recommendations of Sunrise Engineering, Inc. and commentary from the members of the improvement service district, hereby finds that:

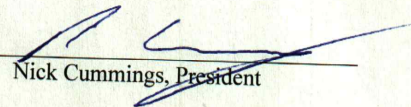
1. There is a need to provide potable water to the properties within the District;
2. Improvements to the existing culinary water system are required to provide potable water to the properties within the District;
3. There are 37 properties within the area of the service district;
4. The cost of the improvements, based on the Engineer estimates, is \$915,000 total, with \$289,827.75 being the responsibility of the District, a yearly cost of \$13,847.29;
5. The yearly loan cost per lot within the District is \$374.25 (or \$31.19 per month);
6. The District needs to build up a contingency fund for the water system, \$45.72 will be added to the yearly loan cost per lot. The yearly amount to be assessed per lot will be \$419.97 (or approximately \$35 per month);
7. Said cost per lot shall be the "Rate of Assessment";

**WHEREFORE BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE
BROKEN WHEEL RANCH IMPROVEMENT SERVICE DISTRICT** that the "Rate of
Assessment" shall be set as follows: :

- a. \$419.97 per lot per year

Said assesement shall be collected by the Lincoln County Treasurer. The implementation date for the collection of the assessment shall commence on the 1st day of January, 2018, and be collected until further action of the Board of Directors. Said assessments are to be used for the construction, maintenance, and payment of any debts against the culinary water system.

BY: _____


Nick Cummings, President

ATTEST:

BY: _____



RESOLUTION NO. 2017-3

**A RESOLUTION ESTABLISHING THE WATER USE RATE SCHEDULE
FOR WATER USERS IN THE BROKEN WHEEL RANCH
IMPROVEMENT AND SPECIAL DISTRICT**

WHEREAS, the Board of Directors of the Broken Wheel Ranch Improvement Service District, hereinafter the "Board of Directors", duly assembled on the 23rd day of February, 2017, said meeting called for the purpose of establishing the water user rates for the water users in the District, and;

WHEREAS, the Board of Directors have reviewed the studies performed by Sunrise Engineering, Inc., hereinafter "Engineer" and the conclusions and recommendations of the Engineer, and;

WHEREAS, one of the purposes for which the improvement service district was formed is to provide an adequate supply of potable water to the properties within the special improvement service district, and;

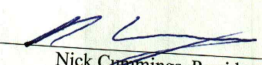
WHEREAS, the Board of Directors, after review of the recommendations of Sunrise Engineering, Inc. and commentary from the members of the improvement service district, hereby finds that:

1. There is a need to set the water usage rates for all water users in the District;

WHEREFORE BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE BROKEN WHEEL RANCH IMPROVEMENT SERVICE DISTRICT that the "Water User Rate Schedule" shall be set as follows: :

- a. \$20 per month base rate per well tap for 10,000 gallons of water usage;
- b. \$0.002 per gallon for all usage above 10,000 gallons per month.
- c. Each water user will be billed monthly;
- d. Payment will be due within 25 days of receipt of each bill;
- e. All overdue accounts will be billed at a 1.5% interest rate;
- f. All accounts three months overdue may be subject to having their water service disconnected.

For all current water users, said water usage bills shall be collected by the District Treasurer. The implementation date for the collection of the water usage bills shall commence on (date to be determined). For all future water users, the implementation date shall commence on the first day said users' well tap is functional. Said water usage monies are to be used for the maintenance and operations costs of the culinary water system.

BY: 
Nick Cummings, President

ATTEST:
BY: 