

Broken Wheel Ranch ISD Public Meeting Agenda
June 18, 2026, 7:00 pm
Don Wooden Civic Center, Alpine, WY 83128

1. Call to Order
2. ISD Members Present
3. Approval of June 12, 2025, Meeting Minutes
4. Treasurer's Report
5. Discussion of proposed fiscal year 2027 tax assessment:
 - a. Resolution No. 2026-1 (to be finalized and signed within 24 hours)
6. Discussion of proposed fiscal year 2027 budget:
 - a. Resolution No. 2026-2 (to be finalized and signed within 24 hours)
7. Approval of Adjournment
8. Update on well project

MINUTES OF BROKEN WHEEL RANCH ISD PUBLIC MEETING

June 12, 2025, 6:00pm
Don Wooden Civic Center Lawn
Alpine, WY 83128

Members Present: Peggy Gwin, Robert Austin, Dorrene BrownButterfield, Ada Austin, Sam Gwin, Dawn Manfredi, Sue Feik, Henrik Laursen, Mark Mosgeller, Nick Cummings, Elizabeth Weigel

Board Members Present: Peggy Gwin, Dawn Manfredi, Dorrene BrownButterfield

Call to Order: Meeting was called to order by Peggy Gwin at 6:05pm.

Minutes: The minutes of the January 24, 2025, emergency meeting were reviewed, approved unanimously, and signed.

Treasurer's Report:

See attached.

The treasurer's report was approved unanimously.

Resolutions:

Resolution No. 2025-1 (reestablishing the \$450 per lot tax assessment, per state statute requirements, for FY26) was discussed.

Resolution No. 2025-1 was approved unanimously.

Resolution No. 2025-2 (setting the Proposed FY26 budget) was discussed.

Resolution No. 2025-2 was approved unanimously.

Approval of Adjournment: All parties approved adjournment at 6:16pm.

After the official meeting, a well project update was given by Kevin Martin of Sunrise Engineering. We are awaiting word on our re-submitted DEQ Permit for Construction. Once that permit is approved, we will be able to advertise the project. Several entities are interested in bidding on the project, which is very good news for us. Time will tell if we will be able to progress to "shovel to dirt" this summer/fall.

Approval of Minutes:

Peggy Gwin, President

Date

Dawn Manfredi, Treasurer

Date

RESOLUTION NO. 2026-1

A RESOLUTION BY THE BOARD OF DIRECTORS OF THE BROKEN WHEEL RANCH IMPROVEMENT SERVICE DISTRICT OF INTENT TO PROVIDE FOR SPECIAL ASSESSMENT

WHEREAS, the Board of Directors of the Broken Wheel Ranch Improvement Service District, pursuant to Wyoming Statutes §§18-12-116 and 18-12-117, conducted a public hearing on June 18, 2025, 7:00 pm, at the Donn Wooden Civic Center, Alpine, WY, for the purpose of presenting this Resolution and hearing any public comments and/or objections to the FY27 special assessment.

NOW THEREFORE the Board of Directors of the Broken Wheel Ranch Improvement Service District, pursuant to Wyoming Statutes §18-12-116 and §18-12-117, hereby announces its intention to provide for a special assessment as follows:

- 1) The nature of the improvement proposed:
 - a. Improvements are needed to the culinary water system as described in the 2016 WWDC Level I Study (Study) completed by Sunrise Engineering, Inc. Since the completion of the Study, the water system has experienced shortages in water supply resulting in immediate need to drill a new water well source, as well address the deficiencies identified in the Study.
- 2) The extent of the district to be improved:
 - a. The proposed improvements will be of a benefit to the entire ISD.
- 3) The probable cost of the improvement is:
 - a. It is estimated that the total cost of the Project will be ONE MILLION AND FOUR HUNDRED SIXTY-FIVE THOUSAND DOLLARS (\$1,465,000).
 - b. Funding from the following sources has been obtained:
 - i. Wyoming Water Development Commission - \$828,563 Grant
 - ii. Department of Agriculture, Rural Development - \$100,000 Grant (all spent)
 - iii. State Revolving Fund - \$45,051.59 Grant, \$341,385.41 Loan (30 year loan at 1.5%)
 - iv. ARPA - \$535,669 Grant
- 4) The probable cost per unit of measurement as shown by the estimates of the qualified engineer:
 - a. The District is responsible for an estimated annual repayment of \$16,310.57, resulting in an annual assessment of \$450.00 per lot.

Dawn Manfredi, Treasurer

Attest:

Peggy Gwin, President

RESOLUTION NO. 2026-2

A RESOLUTION BY THE BOARD OF DIRECTORS OF THE BROKEN WHEEL RANCH IMPROVEMENT SERVICE DISTRICT OF INTENT TO SET THE BUDGET FOR FISCAL YEAR 2025

WHEREAS, the Board of Directors of the Broken Wheel Ranch Improvement Service District conducted a public hearing on June 18, 2026, 7:00 pm, at the Donn Wooden Civic Center, Alpine, WY, for the purpose of presenting this Resolution and hearing any public comments and/or objections to the proposed FY27 budget.

NOW THEREFORE the Board of Directors of the Broken Wheel Ranch Improvement Service District hereby announces its intention to:

- 1) Approve the proposed budget for FY27 (see attached).

Dorrene BrownButterfield, Secretary

Attest:

Peggy Gwin, President

Proposed Budget

Broken Wheel Ranch Improvement & Service District	
Budget Hearing Information	
PO Box 3573	Location: Don wooden center
Alpine, wy 83128	Date: 6.18.26
307-883-1781	Time: 6:30 AM
Lincoln County	Budget Prepared by: dawn manfredi

S-A BUDGET MESSAGE W.S. 16-12-403 (c)

The District was formed to secure an additional source of water since the current well will not meet high demand needs and will not support future growth of the District. Due to the geological characteristics of the District, we have been forced to seek a well outside the boundaries of the District. As this Budget is being filed, we have finally begun drilling a test well and should this prove to meet our needs, we will move forward on adding additional storage and a Water Distribution System.

S-B RESERVE DESCRIPTION

The \$12,000.00 in Sinking Debt & Reserve Funds are for the initial payment to the DWSRF Loan upon completion of the project.

S-C

Names of Board Members	Date of End of Term	Phone no.	Email:
Peggy Gwin	1/1/29	n/a	bwr.isd@gmail.com
Dorrenne Buterfiled	1/1/29	n/a	bwr.isd@gmail.com
Dawn Manfredi	1/1/27	n/a	bwr.isd.treasurer@gmail.com

Does the district have regular office hours exceeding 20 hours per week? **No**

W.S.16-12-303(c) requires special districts with office hours less than 20 per week to maintain copies of records at the county clerks office. Record format specified by county clerk.

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

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

Where are the public meetings held?
community center

PROPOSED BUDGET SUMMARY

OVERVIEW		2024-2025 Actual	2025-2026 Estimated	2026-2027 Proposed	Pending Approval
S-1	Total Budgeted Expenditures	\$16,811	\$909,964	\$365,550	\$365,550
S-2	Total Principal to Pay on Debt	\$0	\$0	\$0	\$0
S-3	Total Change to Restricted Funds	\$0	\$0	\$0	\$0
S-4	Total General Fund and Forecasted Revenues Available	\$262,462	\$845,413	\$480,837	\$480,837
S-5	<i>Amount requested from County Commissioners</i>	\$16,066	\$16,000	\$16,000	\$16,000
S-6	Additional Funding Needed :			\$0	\$0
	Projected Surplus:			\$115,287	\$115,287

REVENUE SUMMARY		2024-2025 Actual	2025-2026 Estimated	2026-2027 Proposed	Pending Approval
S-7	Operating Revenues	\$12,106	\$18,500	\$13,800	\$13,800
S-8	Tax levy (From the County Treasurer)	\$16,066	\$16,000	\$16,000	\$16,000
S-9	Government Support	\$0	\$0	\$0	\$0
S-10	Grants	\$204,209	\$687,775	\$258,237	\$258,237
S-11	Other County Support (Not from Co. Treas.)	\$0	\$0	\$0	\$0
S-12	Miscellaneous	\$18	\$79,275	\$167,000	\$167,000
S-13	Other Forecasted Revenue	\$0	\$13,800	\$13,800	\$13,800

S-14	Total Revenue	\$232,399	\$815,350	\$468,837	\$468,837
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FY 7/1/26-6/30/27 Broken Wheel Ranch Improvement & Service District

EXPENDITURE SUMMARY		2024-2025 Actual	2025-2026 Estimated	2026-2027 Proposed	Pending Approval
S-15	Capital Outlay	\$0	\$0	\$0	\$0
S-16	Interest and Fees On Debt	\$0	\$0	\$0	\$0
S-17	Administration	\$9,489	\$5,345	\$5,600	\$5,600
S-18	Operations	\$7,322	\$904,619	\$359,950	\$359,950
S-19	Indirect Costs	\$0	\$0	\$0	\$0
S-20R	Expenditures paid by Reserves	\$0	\$0	\$0	\$0
S-20	Total Expenditures	\$16,811	\$909,964	\$365,550	\$365,550

DEBT SUMMARY		2024-2025 Actual	2025-2026 Estimated	2026-2027 Proposed	Pending Approval
S-21	Principal Paid on Debt	\$0	\$0	\$0	\$0

CASH AND INVESTMENTS		2024-2025 Actual	2025-2026 Estimated	2026-2027 Proposed	Pending Approval
S-22	TOTAL GENERAL FUNDS	\$30,063	\$30,063	\$12,000	\$12,000

Summary of Reserve Funds		2024-2025 Actual	2025-2026 Estimated	2026-2027 Proposed	Pending Approval
S-23	Beginning Balance in Reserve Accounts				
S-24	a. Sinking and Debt Service Funds	\$0	\$0	\$0	\$0
S-25	b. Reserves	\$0	\$0	\$0	\$0
S-26	c. Bond Funds	\$0	\$0	\$0	\$0
	Total Reserves (a+b+c)	\$0	\$0	\$0	\$0
S-27	Amount to be added				
S-28	a. Sinking and Debt Service Funds	\$0	\$0	\$0	\$0
S-29	b. Reserves	\$0	\$0	\$0	\$0
S-30	c. Bond Funds	\$0	\$0	\$0	\$0
	Total to be added (a+b+c)	\$0	\$0	\$0	\$0
S-31	Subtotal	\$0	\$0	\$0	\$0
S-32	Less Total to be spent	\$0	\$0	\$0	\$0
S-33	TOTAL RESERVES AT END OF FISCAL YEAR	\$0	\$0	\$0	\$0

End of Summary

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

Date adopted by Special District _____

DISTRICT ADDRESS: PO Box 3573
Alpine, wy 83128

PREPARED BY: dawn manfredi

DISTRICT PHONE: 307-883-1781