

Dear Fellow Sewer Line Owners,

Shelter Park Improvement District (SPID) will hold its annual meeting on May 27, 2023 at 11:00 a.m. at Shelter Park (Orcutt Park). The agenda includes, but is not limited to:

1. Introductions
2. Secretary's and Treasurer's report
3. Adoption of 2023-2024 Budget
4. Set Assessment for next year (presently at \$250)
5. Election of Officers
6. Any concerns at large

This is a once a year opportunity to meet your fellow sewer line owners. Please bring a chair so you can rest in comfort for this important meeting. We hope to see your smiling faces on May 27! Any questions or concerns, direct them to weberroger20@gmail.com

PUBLIC NOTICE

PUBLIC MEETING

There will be a public meeting for the Shelter Park Improvement District (SPID) on Saturday May 27, 2023 @ Orcutt Memorial Park (Shelter Park) on the corner of W. Lake Road and Quaker Lane in Pinedale, WY to discuss the 2023-2024 budget, maintenance costs, inspections, assessments, and other business. Please bring a chair.

SPID Board of Directors: Roger Weber, Cindy Illowa, Stephanie Harker, Kelsey Smith

Notice #9260 published in the *Pinedale Roundup* on May 12, 2023

PROOF OF PUBLICATION

STATE OF WYOMING)

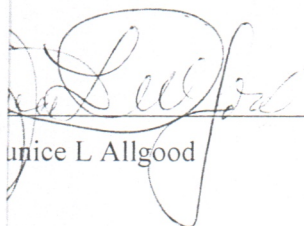
) ss.

COUNTY OF SUBLETTE)

The annexed notice was published in the *Pinedale Roundup*; a weekly newspaper published at Pinedale, in said County and State, for 1 consecutive issues and not in a supplement, the first publication thereof being the 12 day of May, 2023, and the last publication thereof on the 12 day of May, 2023.

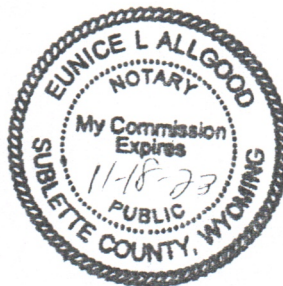
Subscribed and sworn to (or affirmed) before me by Cali O'Hare this 12 day of May.

Sincerely,
Your SPID Board


Eunice L Allgood Notary

Commission expires 11-18-23

Advertising deadline is Monday at noon.



Shelter Park Improvement District

Annual Meeting Minute The annual scheduled and published public meeting of the Shelter Park Improvement District (SPID) was held Saturday, May 27, 2023 for the 2023-2024 fiscal year at the SPID Park in Pinedale, Wyoming. The meeting was called to order and opened in due form by President Roger Weber at 11:AM. Those present are on the sign-in sheet.

Secretary Stephanie H. read the minute from the 2022 meeting. It was moved and 2nd that the minutes be approved as read. All in favor.

Treasurer's Report

Treasurer Roger Weber read the attached yearly Treasurer's report and handed out copies of the May 2022 through April 2023 report. It was moved and 2nd to approve as read. All in favor.

WF account #7826

Income:

Assessments collected to date 5/27/23 @ 85 hookups \$250 each	\$63,014.82
Interest earned	\$20.51
Total Income	<u>\$22,485.92</u>

Expenses:

Tegeler Insurance for Surety Bond	\$100.00
Required Public Notices	\$ 84.38
Inspections	\$7200.00
Insurance	<u>\$1157.56</u>
Total Expenses	\$8600.78
Balance on Hand – WF (April 30, 2023)	\$76,872.96

Treasurer presented final budget for 2023-2024 fiscal. Discussion was held. Motion to approve was seconded. It was voted on and passed unanimously.

Roger gave a presentation on training needed by all officers as related to HB 60 passed in 2022. It will be Zoom or one can attend by traveling to Cheyenne. It will be held in July or August and will be a six to eight hour training. One train is good for lifetime.

Nomination of Officers:

Roger opened discussion about the length of the Board officers' terms. Discussion followed and it was voted on and approved to make the term three years. Officers' terms will now be from July 1 until June 30. Elections will still be held in May to comply with a county regulation. The election will be by mail in ballot. *The next election of officers will now take place in May 2026.*

It was moved and 2nd to accept the slate of candidates as listed below. All in favor through 2026. Pro unanimous.

President : Roger Weber
V-President: Cindy Illoway
Treasurer: Owen Best
Secretary: Stephanie Harker

SPID Insurance updates, Manhole inspections, and Maintenance assessments:

We are in compliance. The contracted costs and schedules will remain the same. Discussion followed.

2022-2023 Budget:

It was moved and 2nd to keep the SPID assessments at \$250 per year per hookup. All in favor Pro.

Other Business:

Having a SPID yearly picnic was favorably discussed and will be looked into.

Kelsey stated that she liked the reminder & information post cards sent out to all residents/owners.

The meeting was adjourned at 11:30AM

Respectfully Submitted,

Stephanie Harker, Secretary

Final Budget

Shelter Park Improvement District	
<div style="border: 1px solid black; padding: 2px;">Box 1683</div> <div style="border: 1px solid black; padding: 2px;">Pinedale Wy 82941</div> <div style="border: 1px solid black; padding: 2px;">307-350-6743</div> <div style="border: 1px solid black; padding: 2px;">Sublette County</div>	<div style="text-align: right; font-size: small;">Budget Hearing Information</div> <div style="border: 1px solid black; padding: 2px;">Location: Shelter Park Park</div> <div style="border: 1px solid black; padding: 2px;">Date: 5/27/2023</div> <div style="border: 1px solid black; padding: 2px;">Time: 11AM</div> <div style="border: 1px solid black; padding: 2px;">Budget Prepared by: Roger Weber</div>

S-A	BUDGET MESSAGE	W.S. 16-12-403 (c)
We had our annual to take care of Shelter Park buisness.		

S-B **RESERVE DESCRIPTION**

None

S-C

Names of Board Members	Date of End of Term
President-Roger Weber	7/21/26
Vice Pres-Cindy Illoway	7/21/26
Secretary-Stephanie Harker	7/21/26
Treasurer-Owen Best	7/21/26

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?

Secretary and county clerk has them.

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

We put one notice in the paper and one post card to each patron.

Where are the public meetings held?

Shelter Park Park.

Final Budget

Shelter Park Improvement District

NAME OF DISTRICT/BOARD

FYE 6/30/2024

CAPITAL OUTLAY BUDGET

E-1 Capital Outlay

- E-1.1 Real Property
- 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

DOA Chart of Accounts	2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Final Approval
6201				
6210				
6211				
6200				
6200				
	\$0	\$0	\$0	\$0

ADMINISTRATION BUDGET

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
- E-3.5
- E-3.6

E-4 Contractual Services

- E-4.1 Legal
- E-4.2 Accounting/Auditing
- E-4.3 Other (Specify)
- E-4.4
- E-4.5
- E-4.6

E-5 Other Administrative Expenses

- E-5.1 Office Supplies
- E-5.2 Office equipment, rent & repair
- E-5.3 Education
- E-5.4 Registrations
- E-5.5 Other (Specify)
- E-5.6 Bond
- E-5.7 Public Notice
- E-5.8

E-6 TOTAL ADMINISTRATION

DOA Chart of Accounts	2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Final Approval
7002				
7003				
7004				
7005				
7005				
7011				
7012			\$300	\$300
7013				
7013				
7021				
7022				
7023				
7023				
7031			\$300	\$300
7032				
7033				
7034				
7035			\$100	\$100
7035			\$100	\$100
	\$0	\$0	\$800	\$800

Final Budget

Shelter Park Improvement District

FYE 6/30/2024

INDIRECT COSTS BUDGET

E-14 Insurance

- E-14.1 Liability
- E-14.2 Buildings and vehicles
- E-14.3 Equipment
- 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

DOA Chart of Accounts	2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Final Approval
7502			\$1,500	\$1,500
7503				
7504				
7505				
7505				
7511				
7512				
7513				
7514				
7515				
7516				
7516				

E-17 TOTAL INDIRECT COSTS

\$0	\$0	\$1,500	\$1,500
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DEBT SERVICE BUDGET

D-1 Debt Service

- D-1.1 Principal
- D-1.2 Interest
- D-1.3 Fees

D-2 TOTAL DEBT SERVICE

DOA Chart of Accounts	2021-2022 Actual	2022-2023 Estimated	2023-2024 Proposed	Final Approval
6401				
6410				
6420				
	\$0	\$0	\$0	\$0

RESOLUTION OF INTENT

BE IT RESOLVED BY the Board of Directors of Shelter Park Improvement District (SPID) that it intends to order any needed improvements to be paid for by special assessment, specified as follows:

- The improvements proposed are to inspect, repair, and maintain the SPID sewer lines and all installed parts.
- The improvements proposed are to extend to any affected or damaged areas of sewer lines as needed.
- The probable cost per property owner, as estimated by the Board of Directors, is based upon probable estimated cost of repairs and maintenance as requested by the Town of Pinedale and advised by Ross Jorgensen, registered circuit rider for Wyoming Rural Water.
- The assessment will be for \$21,500/FY 23-24 and will be assessed at \$250 per sewer hookup for land and home owners per fiscal year.
- The assessment will be paid at the same time and in the same manner as Sublette County property taxes for 2023-2024.
- This resolution was confirmed on Saturday, May 27, 2023 at 11AM in Pinedale, WY.

Board of Directors
Shelter Park Improvement District

BY: Roger Weber

BY: Steve Simpson

BY: Jeff Smith

By: Cindy Malloway

By: _____

Shelter Park Board Members
May 2023-July 2026

President-Roger Weber

Vice President-Cindy Illoway

Secretary-Stephanie Harker

Treasurer-Owen Best

Contact Person-Roger Weber
307-350-6743
weberroger20@gmail.com