Alpine Meadows Improvement and Service District
Annual Budget Hearing and Regular Monthly Board Meeting
June 20, 2017

Item I: Meeting Called to Order:
The annual budget hearing and regular monthly meeting of the Alpine Meadows Improvement and Service District (ISD) Board of Directors was called to order at 12:02 p.m. MDT by Laura Ladd on Tuesday, June 20, 2017 at the Meridian Group offices located at 330 North Glenwood in Jackson, Wyoming. Directors Laura Ladd, Jane Chapman, and Bill Wotkyns were in attendance, as was Lisa Paddleford to take the meeting minutes. Property owners Gail & Robilen Miller (Lot 39), Erica Muschawek (Lots 106, 132, 137), Sean Chapman (Lot 56), Creed & Clarene Law (Lot 76), and Spencer VanSchaack (Lot 32) also attended the meeting. Directors Amy Simkin and Kelley Tetrault were absent.

Item II: Hearing on Proposed Budget
Laura explained the annual dues would increase $50/year for residential and commercial properties. The increase was necessary to cover snow removal costs that are anticipated to increase this coming year, as well as Lisa's increasing time to deal with property management issues and ARC support. Laura also pointed out that last year's mowing costs ($20 for residential properties) were billed to property owners, whereas this year they will be included in the annual dues. Laura explained to property owners that the budgeting construct for the ISD is inflexible due to state requirements, and that amending the budget (as was done in May for the 2016-2017 budget) is an onerous process. To avoid having to do so again, the Board has reviewed this fiscal year's budget carefully to accurately anticipate known and unexpected expenses for the upcoming fiscal year.

Gail asked whether more regular mowing around the pavilion and entrance sign could be performed, as the areas are looking overgrown. Lisa will ask the contractor if that work could be included in the bid at no additional cost.

Item III: Approval and Adoption of Proposed Budget
Hearing no other comments, Bill made a motion to approve and adopt the budget for the 2017-2018 fiscal year as presented. Jane seconded the motion, which the Board unanimously passed.

Item IV: Formal Approval of May 8, 2017 Meeting Minutes:
Jane made a motion to adopt the regular meeting minutes as presented; Bill seconded the motion and the meeting minutes were unanimously approved.

Item V: Review Bids:
None.

Item VI: Claims Approved:
Bill made a motion to approve the claims totaling $3,156.25, which Jane seconded and the Board unanimously approved.

Item V: Claims Rejected:
None.

Item VI: Agenda Matters:

- Review of Budget-to-Actual and Monthly Cash Flow Reports
  Jane noted the budget to actual report reflects the numbers approved in the amended budget (most notably increases in the legal and professional fees). Money that was not all spent in certain line items (such as snow removal) was moved to other line items to offset expenses that put them over-budget.
- Review of May 2017 Bank Statements and Reconciliations
  The bank statements reflected checks which were written for expenses approved for payment in May. Income included interest, payments received from Lincoln County, and payment from a property owner on a non-compliance fine. It was noted that a property owner has not cashed the check which returned her compliance deposit fee – Lisa will follow up with the owner. There were no discrepancies in the reconciliations.

- ARC Review May 2017
  Lisa spent a total of 9.00 hours on ARC matters during the month. Work was comprised of working with an owner on final plan submittals for three lots, meetings with another applicant on their sketch plan submittal, and guidance of the ARC reviewing plans without Andy.
- Review/Discussion of Correspondence from TOA re: Annexation
  Bill forwarded the checklist of annexation requirements he received from the Mayor this morning. Because the ISD is questioning whose responsibility it is to pursue annexation, the Mayor agreed to a face-to-face meeting sometime after July 4; the proposed meeting would include the Mayor, the Town's legal counsel, a Town Councilman, and two members of the ISD Board. It appears the largest areas of disagreement regarding the terms of annexation are 1) ownership and maintenance of the roads and 2) water and sewer rates/fees but clarification is needed from the Town on what it is actually offering. Regarding the former, the current town council says it cannot financially burden future councils with the expenses associated with the roads, despite the ISD offering the reserves it has collected to maintain the roads. Laura suggested that the Board could offer to perform the chip-seal work when it needs to be done (2020) and the TOA take over the roads when annexation occurs, to which the Board members agreed sounded like a viable solution.

  Laura summarized the terms of sale of North Star Utility and the most recent interest of the Town to annex Alpine Meadows to the property owners present. She recounted the commitments the Town made to the State when it purchased North Star - one was to pursue annexation of Alpine Meadows and another was to honor the ERU prepayments the developer of Alpine Meadows made to the Town. The ISD's interpretation of Town's most recent letter is that the Town will honor neither. The Board agreed it would not be feasible for the ISD to pursue annexation (vs. the Town pursuing it) given that it would require something like 100 signatures, which would take an inordinate amount of time and expense to collect. Regarding the latter, the Town's refusal to take the lead in annexation means that property owners in Alpine Meadows may pay more to develop lots and in dry meter fees and water fees, especially during the summer when lawns require irrigation, but this point also requires clarification.

  Bill mentioned that in his brief conversation with the Mayor that the Town is unwilling to pay $15K-$20K for a census before the next one occurs, which is in 2020. In previous discussions with the ISD, the Mayor had stated that the Town would be willing to annex Alpine Meadows if the population was close to 80 people, which it already is.

  The Board as a whole agreed it needed to write a formal response to the Town's letter dated May 15th. While both Laura and Jane agreed that ultimately time was on the side of the ISD, Bill felt that the ISD had an obligation to pursue annexation because that is what the membership has expressed to the Board, even though the assumptions made by the ISD now seem different from the Town's. The Board further agreed it would be in the ISD's best interests to include Laura, Bill, and hopefully Amy when meeting with the Town representatives. If the Board and the Town cannot resolve these issues, the Board will then need to pose the question to property owners to ask if they are still interested in being annexed after being provided what the Town's current terms of annexation are and actual costs of annexation to the ISD

Item VII: Other Matters Discussed and Action Taken, If Any:

- Clarene Law asked about the status of lot sales and if there was any resistance to property owners' carry costs (dry meter fees). Laura said the real estate market is quite active this year and that sales were reaching into the low to mid $50Ks. She added that she and Lisa plan to work on correspondence to the membership regarding this topic so that anyone considering selling their property would have accurate and current information on pricing and demand. Laura deferred to Lisa on the question regarding resistance to carry costs; Lisa has not received any such feedback from prospective buyers or realtors.
- Lisa notified the Board that spraying of weeds along the roadsides was not performed until last week (it had been scheduled for May). Lisa will reach out to the contractor to ask why it was delayed.
- Gail Miller asked about the status of a property whose owner is not maintaining the lawn and landscaping. Lisa requested that Gail forward photos and she would address the issue with the owner.
- Laura thanked Spencer for his interest in serving on the Board and attending this meeting. Laura would like to address the issue of Board resignations, appointments, and the upcoming election in November at the meeting in July.

- The next monthly meeting of the AMISD board of directors will be held on Friday, July 7, 2017 at 12:00 p.m. MDT.

Item VIII: Adjournment:
With no further business to discuss, Bill made a motion to adjourn the meeting, which Jane seconded. The meeting was adjourned at 12:59 p.m. MDT.

Respectfully submitted,

Laura Ladd
Vice President – Alpine Meadows ISD Board of Directors

Jane Chapman
Treasurer – Alpine Meadows ISD Board of Directors