**Alpine Meadows Improvement and Service District**
**Regular Monthly Board Meeting**
**September 11, 2017**

Item I: Meeting Called to Order:
The regular monthly meeting of the Alpine Meadows Improvement and Service District (ISD) Board of Directors was called to order at 2:03 p.m. MDT by Laura Ladd on Monday, September 11, 2017 at the Meridian Group offices located at 330 North Glenwood in Jackson, Wyoming. Directors Laura Ladd, Jane Chapman, Bill Wotkyns were in attendance, as was Lisa Paddleford to take the meeting minutes, ARC member Gail Miller, property owner Robilen Miller, and realtor Carlton Loewer of Sotheby's. Directors Amy Simkin and Kelley Tetrault attended via telephone.

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

Item VI: Agenda Matters – ARC:
At this time, Laura said she would like to move the ARC item up and discuss it now, as Gail was the only ARC member to attend the meeting.

Laura asked, in light of two sketch plan submissions being recently denied by the ARC, what expectations applicants can have regarding submittals because those property owners had based their applications on homes previously approved. Gail said the points made in an email from one of the applicants were correct but the ARC was steering the subdivision towards more homes which held more architectural interest. In response, Laura felt varying price points of homes should be accommodated; Carlton agreed, saying the property was being marketed as affordable and felt a precedence has been set. Bill added that the Board wasn't asking the ARC to lower their standards but consider the ability of the developer and real estate team to market lots.

Laura said she would like to see more communication with applicants from the ARC, even meeting in person with them to discuss constructive solutions to any issues in the submissions. Gail felt the Board wanted the ARC to refrain from offering suggestions to applicants, to which Laura suggested having the ARC members ask themselves "What would I need in this submission to make it a successful one"? Gail thought the question was a good one but also suggested that each applicant receive checklists for the sketch and plan submittals so they could confirm they were submitting all the necessary information. Bill and Laura also thought that would be helpful. Laura also thought feedback from each ARC member on their selection of an existing home that met their minimum standards would be helpful to Carlton when showing prospective buyers lots for sale.

In closing, Gail said the ARC had come up with some suggestions for one of the lots it had denied and would arrange a meeting with the owners to discuss them. Gail, Robbie and Carlton left the meeting at 2:50 p.m.

Scott Brothers, another member of the ARC, called in to the meeting at 2:53 p.m. Laura summarized the discussion for him, emphasizing greater communication with the applicants, identification of one or two homes that would meet the ARC's minimum standards for approval, and the need for a follow-up meeting with the owners of one of the lots whose submission had been denied. Scott reiterated that the ARC did have suggestions for the application and would discuss them with the owners. Scott then left the meeting at 2:57 p.m.

Item III: Review Bids:
Snowplowing: Lisa received a bid from Rocky Mountain Fence (RMF) in May for $34K. Earlier this month, Lisa sent out Requests for Proposals to two other companies – one company responded that it wouldn't be bidding outside work and the other company has not responded. The Board agreed RMF performed well after it made adjustments to deal with all the snow and wind last winter. Bill made a motion to accept the bid from RMF, which Amy seconded and the Board unanimously approved.

Item IV: Claims Approved:
Amy asked about the two invoices from Meridian Group for accounting – one was a monthly charge of $250 and the other invoice was for Shawn Hawkins work. Laura explained that the monthly invoice for general book-keeping and Shawn's work was more oriented towards CPA work (budget, reporting, etc.). Amy was satisfied with the explanation.

Hearing no other comments, Bill made a motion to approve the claims totaling $4,473.75, 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 reports all looked fine, that nothing unusual noted.
- Review of August 2017 Bank Statements and Reconciliations:
  Jane said statements and reconciliations also looked fine.
- ARC Review August 2017:
  Lisa spent a total of 9 hours on ARC matters during the month. Work was primarily comprised of time spent on Lot 7's denial, construction issues on 127/128/138 and submittals from Lot 121.

  Lisa felt the ARC could improve on sending more specific comments on reviews and moving forward to appoint a chairperson to improve communication. The Board agreed the ARC should appoint a "point person" if they haven't already done so and asked Amy if she would follow up with Levi Poyer to encourage the ARC to take that step. Amy agreed to call Levi and discuss the matter further.
- Annexation:
  Bill said because the Town is no longer willing to take over the open space (due to the expense), he and Laura were in agreement they could no longer support annexation. The cost of the open space to the ISD is approximately $13K/year; the cost to the Town would be approximately $7K after receiving the revenue Alpine Meadows would generate for the Town in the form of taxes. The cost of upkeep would decrease in as the population increased, as the Town would receive more revenue to offset the expense. The Town has said it cannot afford to pay for an early census; having one performed would provide a better idea of what income the Town could expect to receive. Bill suggested that the Board could compromise and offer to pay for the open space until 6/30/18, after which time the Town would take it over. The Board agreed this was the best offer it could make to the Town to salvage the prospect of annexation.

  Laura reviewed the consequences if the subdivision chose to not annex into the Town: 1) homeowners would continue to pay higher water bills, especially during the summer months; 2) property owners would not pay taxes to the Town; and 3) property owners would not see a reduction in annual dues because the snow removal cost would remain. Members had previously indicated to the Board they wanted to annex but the terms of annexation are now so different that the Board may find members no longer support annexation.

  Bill agreed to attend tomorrow's workshop and will take statements given by Amy and Kelley as homeowners to read aloud at the meeting. If the Town accepts the Board's offer and the subdivision is annexed by 6/30/18, Bill feels the Board will have performed its fiduciary responsibility to the members.

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

- Update on Various Compliance Issues with Homeowners:
  Lot 44 – Gail, Amy and Kelley all agreed that the issues with the property had been adequately addressed by the homeowner.
- Irrigation of Landscaping at the Entrance, Status on Knapweed Control, Rock Removal and Mowing:
  No updates of consequence were noted.
- Election Process:
  Lisa let the Board know she will move forward on sending out correspondence to the members regarding the election this coming November.
- Laura notified the Board that Lisa will be having surgery and would be out of the office for an extended period of time. The Board said it would pitch in and do whatever they could to help cover Lisa's duties in her absence.
- The next monthly meeting of the AMISD board of directors will be held on Friday, October 6, 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 Laura seconded. The meeting was adjourned at 3:47 p.m. MDT.

Respectfully submitted,

Laura Ladd
Vice President – Alpine Meadows ISD Board of Directors

Jane Chapman
Treasurer – Alpine Meadows ISD Board of Directors