Alpine Meadows Improvement and Service District
Monthly Board Meeting
October 8, 2018

Item I: Meeting Called to Order:
The monthly meeting of the Alpine Meadows Improvement and Service District (ISD) Board of Directors was called to order at 12:03 p.m. MDT by Laura Ladd on Monday, October 8, 2018 at the Meridian Group office located at 25 S. Willow, Suite 10 in Jackson, Wyoming. Directors Laura Ladd and Jane Chapman were in attendance, as was Lisa Paddleford to take the meeting minutes; Directors Kelley Tetrault and Amy Simkin called in to the meeting, which established a quorum. Director David Miller was absent.

Item II: Formal Approval of Meeting Minutes from 9/05/18:
Kelley made a motion to approve the meeting minutes from September 5, 2018 as presented. Amy seconded the motion and the meeting minutes were unanimously approved.

Item III: Review Bids:
As revised bid for pathway maintenance from Bitter Creek has not been received for review by the Board, the matter was tabled until next month.

The Board discussed Rocky Mountain Fence's bid for snow removal for the 2018-2019 year, specifically the amount ($36K vs. last year's bid of $34K) and the amount of accumulation before roads are plowed (4" vs. 3" per the RFP). The Board asked Lisa to approach Randy to negotiate these two points; in the meantime Laura proposed accepting the bid pending successful negotiation of these two items. Amy made a motion to accept the bid if the price was lowered to $34K and plowing would take place upon 3 inches of snow accumulation; Jane seconded the motion, which was unanimously approved by the Board.

Item IV: Claims Approved:
During the review of the invoice from Heather Schlager for monthly weeding from May through August, Amy said she would like to see weeding and winterization of the irrigation system completed by early October. Laura commented on Levi's distribution of fees among the ARC for reviews it recently completed; Lisa said Gail Miller had instructed Levi that she since was unable to take part in the reviews she didn't feel it was fair for her to be compensated.

Kelley made a motion to approve the payment of all claims presented in the amount of $8,018.32. Jane seconded the motion, which was unanimously approved by the Board.

Item V: Claims Rejected:
None.

Item VI: Agenda Matters:

- Review of Budget-to-Actual and Monthly Cash Flow Reports
  Jane noted no payments were received from Lincoln County in September. Expenses were not out of the ordinary and Jane didn't see any need to transfer money into the operating account yet.
- Review of September 2018 Bank Statements and Reconciliations
  The operating account's bank statement included payments for claims approved last month and the return of a compliance deposit to the owner.

  Jane noted that the $2K deposit questioned last month (shown in the operating account's August bank statement as being deposited but shown in QB as $2,500) were funds left over from the review fee of Lots 183-184.
- Review of Reserve Study of ISD/POA Assets
  Lisa had not received the invoice for the reserve study so Laura asked for, and received from Amy, a motion to amend the claims approved to include payment of $850. Jane seconded the motion, which the Board unanimously approved. Lisa will generate a check and have it mailed.

Laura thought all the suggestions made by Warren Pratt were good ones and highlighted the ones she thought should be prioritized. These included repairs or replacement of the bench at the picnic pavilion in the spring, addressing some exposed wiring and replacing crushed culverts. Laura suggested tasking Lisa with reviewing the study and making a plan to address all the recommendations made by Mr. Pratt. Upon approval from the Board, Lisa will begin and supervise these projects next spring. Everyone agreed this was a good strategy.

- Vote on Transfer of Road Lots after Annexation
  Legal counsel determined the most efficient and cost-effective method is to accomplish the voting process would be to hold a special meeting of the POA membership. Lisa suggested scheduling the special meeting just before next month's regular board meeting, to which all agreed. Lisa will prepare correspondence to notify the membership of the special meeting.
- Discussion of Possible Revisions to Design Guidelines
  Lisa relayed the discussion she had with Levi about revising the Design Guidelines to include a reference to construction reviews and permitting required by the Town of Alpine now that Alpine Meadows has been annexed, as well as adding language addressing commercial construction. Levi would also like to strike the language allowing for the possibility of modular construction. Laura, Jane and Lisa advocated for continuing to allow for the possibility of modular products, as they have seen examples of superior construction and design. The Board asked Lisa to have another discussion with Levi and ask him to not only consider the allowance of modular construction but provide other suggestions so Lisa can draft a redline version of the second amended Design Guidelines.
- ARC Activity Update
  Lisa provided a summary of her work on ARC; this included completing the files of several recently reviewed construction and bringing all correspondence with property owners current.

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

- Parking of a Construction Trailer on a Property
  Lisa advised the Board of the reason why the trailer had been parked there and that it had now been removed from the property. The Board discussed whether a flatbed gooseneck trailer can be considered a recreational vehicle (RV). Lisa verbally provided the definition of a RV as written in the Second Amendment to the CCRs and statedd that it was her strong opinion that it should not be considered a RV. Laura asked Lisa to distribute the written language that provides the definition so the Board can make a unified decision on the matter.
- The next monthly meeting of the AMISD board of directors will be held on Thursday, November 8, 2018 at 12:00 p.m. MST. Amy said she will be unavailable to attend this meeting.

Item VIII: Adjournment:
With no further business to discuss, the meeting was adjourned at 1:05 p.m. MDT.

Respectfully submitted,

Laura Ladd
President – Alpine Meadows ISD Board of Directors

Jane J Chapman

Jane Chapman
Treasurer – Alpine Meadows ISD Board of Directors