Alpine Meadows Improvement and Service District
Monthly Board Meeting
May 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 Tuesday, May 8, 2018 at the Meridian Group offices located at 330 North Glenwood in Jackson, Wyoming. Director Jane Chapman was in attendance; Laura Ladd, Amy Simkin and Kelley Tetrault called in to the meeting, which established a quorum. David Miller was absent. Lisa Paddleford was present to take the meeting minutes.

Item II: Formal Approval of 4/9/18 and 4/23/18 Meeting Minutes:
Amy made a motion to adopt the meeting minutes from 4/9/18 as presented. Jane seconded the motion and the meeting minutes were unanimously approved.

Amy made a motion to adopt the meeting minutes from 4/23/18 after Lisa filled in some missing information which was provided by board members. Kelley seconded the motion and the meeting minutes were unanimously approved.

Item III: Swearing in of New Board Member (Amy Simkin):
This item is tabled until the June meeting when Amy will be able to attend the meeting in person.

Item IV: Review Bids:
None.

Item V: Claims Approved:
Amy made a motion to approve the claims totaling $3,460.00, which Jane seconded and the Board unanimously approved.

Item VI: Claims Rejected:
None.

Item VII: Agenda Matters:

- Review of Budget-to-Actual and Monthly Cash Flow Reports
  Jane reported no discrepancies in either report.
- Review of April 2018 Bank Statements and Reconciliations
  Jane confirmed all statements and reconciliations matched. She noted a combined total of $204,309 in the three bank accounts.
- Latest Update on PSC Action re: Utility Rates
  Neither Kelley nor Laura have received any update. Laura believes the PSC might be waiting to receive information on the progress towards annexation.
- Review of Letter to TOA re: Draft Annexation Agreement
  Laura contacted Mayor Lutz prior to the meeting to discuss the revisions the ISD Board would like to see in the annexation agreement. He is making every effort to be helpful in moving the annexation process forward but is unhappy about 1) the ISD members wanting to maintain ownership of the open space and 2) cost-sharing on snow removal (because the Town feels it has higher standards for snow removal, it is unable to match what the ISD has been paying). After discussing possible compromises, and Lisa providing input from the AMPOA, the ISD agreed it would 1) maintain ownership of the open space but clarify that the ISD would pay for any expenses associated with them and 2) contribute $20K towards snow removal expenses. Laura will revise the annexation agreement accordingly and distribute to the ISD and POA board members for review and comment, after which Lisa will finalize and forward to the Town.

  The Board will consider this topic at each meeting going forward and discuss updates on the status of annexation and any action the Board may decide to take on it.
- Review of Preliminary Budget
  Jane recommended that the board not make any significant changes to the budget in case annexation does not occur. Laura updated the board on Lisa's plans to move from the valley, which will occur in July.

Because Lisa has provided more support to the ISD than what her timesheets have reflected, Laura suggested that Meridian provide a flat fee for Lisa's work for the ISD, which may result in a higher figure that is currently reflected in the preliminary budget. Before making a final decision, the Board requested some additional information from Lisa.

Lisa provided the noticing requirements of the budget hearing (at least one week prior to the meeting in a local newspaper); in addition to the public notice, Lisa also provides email and mailed notification to the membership. The Board would like the opportunity to amend the preliminary budget presented before it must submit it to Lincoln County and the Department of Audit (deadline is June 1), or post it on the website.

- Review/Discuss Possible Dissolution of ISD after Annexation
  Laura said she is not inclined to spend a lot of time on this topic until it is known whether annexation will occur. In her discussion with Lisa, she learned there may be issues with continuing to collect reserves for chip-sealing and/or what happens to the reserve fund if the ISD dissolved. The Board agreed to table this discussion until the June meeting.
- ARC Review April 2017
  Lisa spent five and one-half (5.50) hours on ARC matters. That time was spent on plan submittals for Lots 38, 53 and 55, discussing landscaping requirements and deadlines on Lots 2, 3, 127 and 128, and discussions with several property owners on how annexation might affect review fees, requirements, and review process.

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

- The next monthly meeting of the AMISD board of directors will be combined with the budget hearing; it will be held on Tuesday, June 19, 2018 at 12:00 p.m. MDT. It was noted this meeting will be held at the new office location of 25 Willow, Unit 10A in Jackson, WY.

Item X: Adjournment:
With no further business to discuss, Jane made a motion to adjourn the meeting, which Amy seconded. The meeting was adjourned at 1:10 p.m. MDT.

Respectfully submitted,

Laura Ladd
President – Alpine Meadows ISD Board of Directors

Jane Chapman
Treasurer – Alpine Meadows ISD Board of Directors