Alpine Meadows Improvement and Service District
Annual Board Meeting
March 7, 2017

Item I: Meeting Called to Order:
The annual meeting of the Alpine Meadows Improvement and Service District (ISD) Board of Directors was called to order at 5:42 p.m. MST by Jane Chapman on Tuesday, March 7, 2017 at the Meridian Group offices located at 330 North Glenwood in Jackson, Wyoming. Directors Laura Ladd, Jane Chapman, and Amy Simkin were in attendance. Also present were property owners Chad Simkin, Glen Bills and his wife, Jeff Larson, Kelley Tetrault, and Erica Muschawek. Lisa Paddleford was present to take the meeting minutes.

Item II: Formal Approval of 2/8/17 Meeting Minutes:
Amy made a motion to adopt the meeting minutes as presented. Laura seconded the motion and the meeting minutes were unanimously approved.

Item III: Swearing In
Kelley Tetrault was sworn in as a board member and provided an executed copy of the oath for the record.

Item IV: Review Bids:
None.

Item V: Claims Approved:
It was noted that the Board incurred legal expenses of $1,400 for work on annexation and $425 to address the short-term rental issue on Lot 59. Laura made a motion to approve the claims totaling $10,237.50, which Amy 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
  The line item for legal fees is now over-budget because of counsel sought for assistance with annexation and a CCR violation. Laura commented that a much greater expense would have been incurred if the Town hadn't initiated the annexation process. Laura asked whether the Board could be reimbursed for the legal expenses incurred for having to obtain legal counsel on the CCR violation – Lisa will ask the accounting team.

  An error was noted on the cashflow report; the $10K reflected for the picnic pavilion is incorrect and needs to be removed.

  Jane provided a summary of the budget for the property owners attending the meeting. Three property owners requested copies of the financial reports – Lisa will provide after the correction has been made to the cashflow report.

At 6:00 p.m., the Board went into executive session and returned at 7:12 p.m. to resume the regular meeting.

- Review of February 2017 Bank Statements and Reconciliations
  Jane confirmed all statements and reconciliations match.
- ARC Review February 2017
  Lisa spent a total of two (2) hours answering questions from and meeting with a property owner submitting a sketch plan for a modular (manufactured) home on Lot 27. The Board held a discussion regarding the submission and Lisa's concerns with it, and requested that Lisa ask Andy his reasons for giving it approval and research any possibility that the Board could still reject the application.

- Review/Acceptance of First Interstate Bank's Application for Official Depository of AMISD.
  Amy made a motion to approve FIB as the ISD's official depository, which Kelley seconded - the motion was unanimously approved.
- Formal Annexation Request to Town of Alpine
  Laura confirmed that after review of the draft request for annexation, the letter was finalized and emailed to Mayor Lutz on March 6. The Mayor is shooting for annexation to take place by June 30, 2017.
- Vacancy on ARC
  Levi Poyer (owner of Lot 113) submitted a biography to the Board and after review, Laura made a motion for the Board to appoint him to the ARC. Jane seconded the motion, which the Board unanimously approved.

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

- The next monthly meeting of the AMISD board of directors will be held on Friday, April 7, 2017 at 12:00 p.m. MDT. Because this meeting will occur during spring break, the only business that will be held will be the approval of vouchers via phone.

Item X: Adjournment:

With no further business to discuss, Amy made a motion to adjourn the meeting, which Jane seconded. The meeting was adjourned at 7:45 p.m. MST.

Respectfully submitted,

Laura Ladd
Vice President – Alpine Meadows ISD Board of Directors

Jane Chapman
Treasurer – Alpine Meadows ISD Board of Directors