Alpine Meadows Improvement and Service District
Monthly Board Meeting
April 7, 2017

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 2:06 p.m. MDT by Laura Ladd on Friday, April 7, 2017 at the Meridian Group offices located at 330 North Glenwood in Jackson, Wyoming. Director Jane Chapman was in attendance, as was Lisa Paddleford to take the meeting minutes. Sean Chapman and Shawn Hawkins were present to answer any questions the Board members might have about the proposed amended budget. Directors Laura Ladd and Kelley Tetrault attended via telephone. Directors Bill Wotkyns and Amy Simkin were absent.

Item II: Formal Approval of March 7, 2017 Meeting Minutes:
Jane made a motion to adopt the regular meeting minutes as presented; Kelly seconded the motion and the regular meeting minutes were unanimously approved. Kelley made a motion to adopt the executive session meeting minutes as presented; Jane seconded the motion and the executive session meeting minutes were unanimously approved.

Item III: Review Bids:
The Board reviewed bids from Mavy's Pest Control for roadside weed control and a bid from Bitter Creek Lawn and Tree Service for weed control, rock removal and mowing. The Board would like to compare bids for similar work and so asked Lisa to obtain a bid from Bitter Creek for only the roadside weed control. The Board will plan to award a contract for that work and discuss the bids for rock removal, mowing, and knapweed control at next month's meeting.

Item IV: Claims Approved:
Jane made a motion to approve the claims totaling $7,731.70, which Kelley 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
  As she has done in previous months, Jane noted that legal fees, professional fees, and Weeds/Landscaping/Pathways are over-budget.
- Review of March 2017 Bank Statements and Reconciliations
  Jane confirmed all statements and reconciliations match. She noted that the refund of $1,500 mailed to Lot 27 has not cleared.
- ARC Review March 2017
  Lisa spent a total of 2.25 hours, the majority of which was spent answering questions from the applicant on sketch plan submittals on Lots 127, 128 and 138.
- Denial of Formal Annexation Request to Town of Alpine
  Laura didn't have much information to offer, as the Mayor has not returned her calls or responded to her emails. She said she was hesitant to take action until the Board heard from the Mayor, which Jane and Kelley agreed with. Kelley offered to stop in and meet with the Mayor next week – she will provide an update on that meeting.
- Discussion of Proposed Amended Budget and Scheduling of Budget Hearing
  After a discussion of how much to increase the budget to cover legal fees and professional fees through the end of the fiscal year, the Board chose to increase those line items to $20K to buffer against any unexpected legal fees and accommodate Lisa's estimated hours.

  The Board will hold the budget hearing on May 8, the date of its next regularly scheduled monthly board meeting. In addition to email and USPS mail notifications, Lisa will arrange for a public notice to be published in the Star Valley Independent two weeks prior to the meeting.

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

- Sketch Plan Submittal for Lot 27
  Glen Bills called into the meeting at 3:03 p.m. He provided a detailed description of the proposed home and its construction, along with the garage and decks to be added. The Board expressed its reluctance, based on the design of the home and its research of Fleetwood homes, to change its decision to deny the submittal. Glen offered to provide a tour of homes similar to the one he proposes for Alpine Meadows, to which the Board said it would consider. Bill thanked the Board for its time and will wait to receive a decision.

  After Bill ended the call, Kelley volunteered to contact Glen and arrange a tour of the homes he suggested. She will provide a report to the Board afterwards.
- Non-Payment of Fine
  Lisa notified the Board she had not received payment from the owner of Lot 59 on the non-compliance fine set by the Board. Lisa said the owner had told her that payment could not be made until April, when he received funds from VRBO on the short-term rental. The Board will wait to see if a payment is received before the meeting in May and will assess a course of action if payment is not made by that time.
- Possible Revisions to Governing Documents
  The Board wants to amend the Master Rules and Regulations to specifically prohibit manufactured homes and allow modular homes only with prior approval from the ARC. The Board asked Lisa to research the process and time needed to amend this document and draft a redline version of the document for the Board's review. The Board would like to address the amendment at the meeting in May if it can meet the notification requirements.
- The next monthly meeting of the AMISD board of directors will be held on Monday, May 8, 2017 at 12:00 p.m. MDT.

Item VIII: Adjournment:
With no further business to discuss, the meeting was adjourned at 3:41p.m. MDT.

Respectfully submitted,



Laura Ladd
Vice President – Alpine Meadows ISD Board of Directors



Jane Chapman
Treasurer – Alpine Meadows ISD Board of Directors