Alpine Meadows Improvement and Service District
Monthly Board Meeting
August 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 10:04 a.m. MDT by Laura Ladd on Wednesday, August 8, 2018 at the Meridian Group office located at 25 S. Willow, Suite 10 in Jackson, Wyoming. Director Laura Ladd and Jane Chapman were in attendance; David Miller and Amy Simkin called in to the meeting, which established a quorum. Kelley Tetrault was absent. Lisa Paddleford was in attendance to take the meeting minutes.

Item II: Formal Approval of 7/11/18Meeting Minutes:
Amy made a motion to adopt the meeting minutes from July 11, 2018 as presented. David seconded the motion and the meeting minutes were unanimously approved.

Item III: Review Bids:
None.

Item V: Claims Approved:
Amy asked what the monthly accounting fee of $250 was for, as the new contractor agreement with Meridian Group did not include a provision for that monthly fee. A discussion ensued, after which Laura said she'd like to review the agreement again and meet with an employee of Meridian to learn more about what the fee represented in terms of the work performed and the amount of time it took. In the meantime, she asked if the Board wished to approve the payment today or table it until the next meeting. David made a motion to approve the payment of all claims presented in the amount of $4,081.00. Jane seconded the motion and the motion was unanimously approved.

Item VI: Claims Rejected:
None.

Item VII: Agenda Matters:

- Review of Budget-to-Actual and Monthly Cash Flow Reports
  Jane noted that because the new fiscal year has just started, there is very little budget data reflected. The bills for June (just now approved) will be attributed to the new fiscal year, as will Lisa's time for work she performed in June (just now approved).

  Jane said she will be interested to look at next month's cashflow.

- Review of August 2018 Bank Statements and Reconciliations
  All bank statements looked fine.
- Review of Bid for Reserve Study of ISD/POA Assets
  Laura reminded the Board that the proposal received was confidential information. She went on to ask whether the scope of work should include maintenance of the picnic pavilion. Everyone agreed it should and David and Amy both commented that, compared to the cost of a home inspection, they felt the bid was in line for the work proposed. Jane made a motion to move ahead with the inspection and accept the bid, including any additional cost to include the picnic pavilion. David seconded the motion, which was unanimously approved.
- Providing Support to the ARC
  Laura summarized for the Board why an offer on two commercial lots fell through and why she felt better documentation of interaction with the ARC could have been beneficial to the developer and the community as a whole. After speaking to Levi about it, she recommended that Lisa resume providing written documentation of ARC decisions on plan reviews to the property owner/buyer. Levi thought this was a very good idea, as did the Board. Lisa will put this item back into her flow of work.
- Imposing Fees for Multiple Violations of CC&Rs
  Lisa gave a summary of her interaction with a property owner complaining of dogs at large and encounters with an aggressive dog. The Board encourages property owners to work out differences among themselves before involving Lisa in a dispute but now that Alpine Meadows is a part of the Town of Alpine, the Board

felt the property owner should take this matter to the Town if no resolution can be reached with each other. The Town has more stringent rules regarding roaming and/or aggressive dogs and should have more resources available to enforce the laws governing pets. Lisa will contact the owner and recommend that he take the matter to the Town if he is unable to work out a solution with the owners of the dogs.

- Maintenance of Pathways
  Lisa provided an account of a telephone conversation with a new homeowner who expressed concern over the presence of excessive gravel on the pathways, particularly near the entrances, which he felt presented a possible danger to pathway users. Laura said pathway maintenance would be an item included in the reserve study, and particularly since more homes are being built, periodic sweeping of the pathways is something the Board should consider doing. Amy offered that the Town sweeps its pathways in the spring, while WYDOT oversees the maintenance of the pathways that cross the bridge spanning the Snake River. She added that the pathways are used quite a lot and maintenance to control gravel, erosion, and weeds is needed. Lisa will ask the mowing/weed control contractor about performing this work for the ISD.

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

- Vote by POA Members to Transfer Road Lots
  Lisa noticed in her review of the annexation agreement that a condition of annexation was for the POA membership to approve the transfer of road lots within six months of annexation occurring. The Board discussed whether this was a question of transferring easements or ownership of the actual ground. David questioned the latter, as owners' lot lines extend to the center of the roads. Laura asked Lisa to follow up with legal counsel on whether a vote was truly necessary, as well as what the consequences would be if 1) no vote was taken or 2) the membership voted against the transfer.
- The next monthly meeting of the AMISD board of directors will be held on Wednesday, September 5, 2018 at 1:00 p.m. MDT.

Item X: Adjournment:
With no further business to discuss, the meeting was adjourned at 10:57 a.m. MDT.

Respectfully submitted,

Laura Ladd
President – Alpine Meadows ISD Board of Directors

Jane Chapman
Treasurer – Alpine Meadows ISD Board of Directors