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

Item I: Meeting Called to Order:
The regular monthly meeting of the Alpine Meadows Improvement and Service District (ISD) Board of Directors was called to order at 12:02 p.m. MST by Jane Chapman on Monday, January 8, 2018 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. Directors Amy Simkin and Kelley Tetrault attended via telephone; Laura Ladd called in to the meeting at 12:04 p.m. David Miller was absent.

Item II: Formal Approval of December 8, 2017 Meeting Minutes:
Amy made a motion to adopt the regular meeting minutes as presented; Kelley seconded the motion and the meeting minutes were unanimously approved.

Item III: Bids:
None.

Item IV: Claims Approved:
Amy made a motion to approve the claims totaling $8,575.00. Kelley seconded the motion and payment for these invoices were unanimously approved by the Board.

Lisa noted that she has not received the revised invoice from Sprinkler Specialties as promised to provide to the Board. The matter is tabled again until the next meeting.

Item V: Claims Rejected:
None.

Item VI: Agenda Matters:

- Review of Budget-to-Actual and Monthly Cash Flow Reports:
  Jane noted the reports all looked fine and that nothing unusual was noted. Laura added that the line item Professional Fees was noticeably under budget, perhaps because Lisa was out of the office for two months. A surplus of cash for that expense might be noted at FYE.
- Review December 2017 Bank Statements and Reconciliations:
  All statements reconciled. Jane noted a $2K deposit made in early December; Lisa explained that was the ARC review fee and compliance deposit from the owners of Lot 56.
- Update on Early Census, Annexation:
  Laura received a call from Senator Barrasso's office around the holidays, acknowledging receipt of the letter sent by the ISD Board; the office is pushing on the issue and will keep Laura apprised of progress. Laura has not had any communication with Mayor Lutz and wondered if she should reach out to him; Amy suggested waiting until the Board hears back from the Senator's office, to which Laura and the others agreed.
- Update on Response from PSC:
  Kelley has not yet heard back from Bryce Freedman, her contact at the Public Service Commission (PSC), regarding the complaint she filed in October about high water rates paid by North Star Utility customers. She will call again next week if she hasn't received a response by then and ask to speak with someone higher up in the chain than Mr. Freedman. Laura knows Bryce and offered to contact him as well. Amy provided Laura with Bryce's phone number.
- ARC Update:
  Lisa only spent 15 minutes on ARC matters in December, and that time was spent on a perceived issue concerning the width of a driveway by the new owner of the property. That discussion led to another about how the board should deal with issues arising between property owners. Laura said Lisa's encouragement of communication between individuals was a good one; Amy agreed, saying that it was not the board's responsibility to micro-manage other people's lives.
- Discussion on Compensation to ARC:
  Laura advised Jane that the Board had had a preliminary discussion regarding compensating the ARC for their work at last month's meeting. Jane was absent for that meeting but, aware of her previous comments on the topic, the Board wished to bring it up today for discussion today so Jane could be involved. Amy said she had a discussion with Levi Poyer, chair of the ARC, about compensation; Levi felt the arbitrary

amount of $300 Amy suggested would be appropriate. Jane said she has been reconsidering the issue and now feels the ARC should receive compensation, as the workload of the committee has been steadily increasing with the improving real estate market. Everyone felt that the compensation amount it had been paying to Andy Ankeny should be continued but there was discourse on whether the ARC or Levi should determine how the fee is split up among the three members. After further debate on the best method for transparency and distribution of W-9s, Laura made a motion to set ARC compensation at $400 per review, with the stipulation that the invoice submitted by the chair is approved by the other members. Amy seconded the motion and the Board unanimously approved it.

- Written Statement from Sprinkler Specialties:
  None received. Item tabled until the next meeting.

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

- Laura will be traveling the day of the next regularly scheduled monthly meeting (Thursday, February 8, 2018 at 12:00 p.m. MST). She would have to miss the meeting unless it worked out for everyone else to hold the meeting earlier in the day. The Board agreed to hold the meeting on February 8 but at 9:00 a.m. rather than 12:00 p.m.
- Amy asked Lisa how many applications for the Board she has received. Lisa said she knew of two other property owners who expressed interest in running and planned to submit their applications by tomorrow's deadline. Amy said that she had conflicts that would prohibit her from attending board meetings through May and was leaning towards not running for re-election. Laura encouraged her to consider filing her application anyway, which Amy said she would.

Item IX: Adjournment:

With no further business to discuss, Laura made a motion to adjourn the meeting, which Amy seconded. The meeting was adjourned at 12:49 p.m. MST.

Respectfully submitted,

Laura Ladd
Vice President – Alpine Meadows ISD Board of Directors

Jane Chapman
Treasurer – Alpine Meadows ISD Board of Directors