

**Alpine Meadows Improvement and Service District  
Amended Budget Hearing and Monthly Board Meeting  
May 8, 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 12:06 p.m. MDT by Laura Ladd on Monday, May 8, 2017 at the Meridian Group offices located at 330 North Glenwood in Jackson, Wyoming. Directors Laura Ladd, Jane Chapman, Amy Simkin, and Bill Wotkyns were in attendance, as was Lisa Paddleford to take the meeting minutes. Property owners Sonia Diaz, of Habitat for Humanity, and Glen Bills & Mindy Copely, owners of Lot 27, were also present. Director Kelley Tetrault attended via telephone.

Item II: Hearing on Proposed Amended Budget

Jane reviewed the proposed amended budget and voiced her support for increasing legal fees, professional fees and accounting fees. Laura asked to go on the record to state that it was her hope that professional fees will stay under-budget. There were no comments received or heard at the meeting by any property owner.

Item III: Approval and Adoption of Proposed Amended Budget

Hearing no other comments, Bill made a motion to approve and adopt the amended budget as presented. Jane seconded the motion, which the Board unanimously passed.

Item IV: Formal Approval of April 7, 2017 Meeting Minutes:

Bill made a motion to adopt the regular meeting minutes as presented; Jane seconded the motion and the meeting minutes were unanimously approved.

Item V: Review Bids:

The Board reviewed bids from Mavy's Pest Control and Bitter Creek Lawn and Tree Service for roadside weed control. Both contractors placed bids to not exceed \$600. After discussion regarding the long-standing relationship with Mavy's and the state of weeds in general in Alpine Meadows, Bill made a motion to accept the bid from Bitter Creek, which Amy seconded and the Board unanimously approved.

The Board then reviewed the bid from Bitter Creek for rock removal, mowing and knapweed control. The Board was in favor of awarding the knapweed control to Bitter Creek but asked Lisa to approach the owner to ask if rock removal and mowing costs could be reduced, given the economy of scale of the proposed work. The Board will review any counter-bid the contractor submits and vote via email to accept or deny the bid.

Item VI: Claims Approved:

Laura asked Lisa to explain the invoice from 5640 Design and Illustration, which took the line item for website maintenance over-budget; Lisa said the current invoice covered the services performed from November 2016-April 2017 and was for the monthly updating of the website with agendas, meeting minutes, notices, etc. With no further discussion, Amy made a motion to approve the claims totaling \$4,123.50, which Bill 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  
Jane noted the collection of payments for annual dues from Lincoln County. She asked Lisa what the \$5,000 deposit was from; Lisa responded it was the collection of review fees for Lots 127,128 & 138 (\$1,000 discount for multiple reviews) totaling \$2,000 and collection of compliance deposits on those three lots totaling \$3,000. Laura asked who approved the discount on reviews; Lisa responded that she asked Andy because two of the homes were mirror images of each other. Laura said that going forward, a decision to discount review fees should be a decision made by the Board.

- Review of April 2017 Bank Statements and Reconciliations  
The bank statements reflected that checks were written for expenses approved for payment and that there were no discrepancies in the reconciliations.
- ARC Review April 2017  
Lisa spent a total of 5.25 hours on ARC matters.
- Resignation of Andy Ankeny from ARC  
Although Laura felt the ARC requires an architect to replace Andy on the committee, Jane didn't feel that requirement was necessary. She felt the ARC would benefit by a member who could read a set of plans – someone involved in construction, for example. The Board agreed that was a crucial skill. The Board asked Lisa to send out correspondence to the membership which detailed the skill sets needed for the position and noted there would be a modest compensation available to the ARC members to pay for their time to review plans and make site visits. Amy suggested that the Board request a resume from all interested applicants, to which everyone agreed was a very good idea. Lisa will circulate a memo and report back to the Board.
- Update on Denial of Formal Annexation Request to Town of Alpine  
Bill said he had received a text message from the Mayor on April 24th which indicated a letter was on the way. When he didn't receive the letter, Bill followed up with a phone call late last week but has not received any response. Bill will continue his efforts to reach out.
- Payment of Non-Compliance Fine  
Lisa reported that her last contact with the owner occurred on May 4, when he emailed Lisa regarding method of payment. There has been no further contact and no payment has been received. The Board asked Lisa to reach out to the owner if no payment is received by the end of the week.
- Proposed Revisions to Master Rules and Regulations  
When asked, Lisa said she did not receive any feedback from property owners on the proposed changes. Glen Bills said he had no problem with the language concerning manufactured homes but he did have an issue with his denial of an ARC submittal for a modular home. Laura asked Glen if the Board could first discuss the minimum rental issue and then he could have the floor to express his concerns, to which Glen agreed. Continuing, Laura said that the property owner who inquired into leasing her home for less than 30 days has decided to rent her home with a long-term lease. The Board discussed making the minimum lease period longer than 30 days and requiring a deposit from the property owner to insure compliance of the CCRs. Glen cautioned the Board should be careful in requiring a deposit because there are many rules and requirements as to how such funds are handled. In the end, Laura, Amy, and Kelley all agreed the Board didn't have to make a decision today and could leave the minimum 30-day lease in place until such time that a situation arose that would cause the Board to reassess the rule. Bill and Jane agreed and no further action was taken on the matter.

The discussion was then opened to public comment. Glen gave a presentation on the differences in construction on stick-built vs. manufactured vs. modular homes and the different inspections that are required of each. The Board expressed its appreciation for the information but several of the Board members expressed their continued concerns with the aesthetics of the proposed home. Glen asked if he could resubmit renderings of the home, to which the Board agreed. In closing, Glen said it was his hope he and the Board could work this out but the outcome must be in the best interest of the neighbors and him as the owner.

Having heard no other objections, Bill made a motion to accept the proposed revisions to the Master Rules and Regulations as presented. Amy seconded the motion and it was unanimously approved by the Board. Laura reiterated that the document will go into effect June 8, per the timeframe requirements of the Bylaws, to which all agreed.

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

- Star Valley Medical Center Marathon  
The Board reviewed the information presented and Laura asked if anyone had concerns. Kelley said that in past couple years, signs were left up, which they ultimately took down themselves when it became apparent no one was coming back for them. The Board agreed to allow the marathon route to pass through Alpine Meadows, but the hospital must sign a waiver agreeing to remove all signs, trash, and anything else left behind by the participants within 24 hours. Lisa will draft the necessary waiver.
- Several of the board members said they would be unable to attend if the meeting was held on June 8. Therefore, the next monthly meeting of the AMISD board of directors will be held on Thursday, June 15, 2017 at 12:00 p.m. MDT.

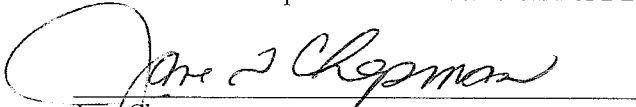
Item VIII: Adjournment:

With no further business to discuss, Amy made a motion to adjourn the meeting, which Bill seconded. The meeting was adjourned at 1:34p.m. MDT.

Respectfully submitted,



Laura Ladd  
Vice President – Alpine Meadows ISD Board of Directors



Jane Chapman  
Treasurer – Alpine Meadows ISD Board of Directors