

Alpine Meadows Improvement and Service District
Monthly Board Meeting
November 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 11:57 a.m. MST by Laura Ladd on Thursday, November 8, 2018. Director Jane Chapman was in attendance at the Meridian Group office located at 25 S. Willow, Suite 10 in Jackson, Wyoming, as were property owners Mike Robertson, Joe Draskovich and Corbett Kirkley. Directors Laura Ladd and Kelley Tetrault called in to the meeting, which established a quorum. Directors Amy Simkin and David Miller were absent. Also calling in to the meeting were Lisa Paddleford to take the minutes and property owners Mike Hunsaker, Mark Nelson, Scott Zienkiewicz, and Carol Gregg.

Item II: Formal Approval of Meeting Minutes from 10/08/18:

Kelley made a motion to approve the meeting minutes from October 8, 2018 as presented. Jane seconded the motion and the meeting minutes were unanimously approved.

Item III: Review Bids:

There were no bids presented for review. Lisa advised the Board that she would pursue obtaining the revised bid for pathway maintenance from Bitter Creek Lawn and Tree as part of her work on the reserve study. She also noted that the snow removal contract with Rocky Mountain Fence was in place after last month's review and discussion.

Item IV: Claims Approved:

For the benefit of the property owners in attendance, Laura explained that a monthly review and approval of all bills to be paid is required as a statutory requirement of ISDs.

Lisa provided an updated total amount of \$3,459.50 for approval, which included the invoice from Hess D'Amours & Kreiger received this morning. Kelley made a motion to approve the claims, which Jane seconded and were then unanimously approved by the Board.

Item V: Claims Rejected:

None.

Item VI: Agenda Matters:

- Review of Budget-to-Actual and Monthly Cash Flow Reports
Jane explained that the budget-to-actual report reflects how the current expenses incurred compare to the amounts approved in the fiscal budget. She noted that expenses were well within the budget.
- Review of October 2018 Bank Statements and Reconciliations
Laura explained that a monthly review of bank statements and their reconciliations were also a statutory requirement of ISDs. Jane noted payment of annual dues were received from Lincoln County and interest was accruing in the money market account. She went on to say that all checks written for approved invoices had cleared and that the ISD was fine in terms of cash (\$64K in the operating account and approximately \$139K in reserves). Laura asked if the ISD was receiving the best interest rate on the money market account; Jane will ask Sean Chapman to confirm with the bank

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

Having no other matters on the agenda, Laura opened up the floor to questions from property owners. Questions on topics discussed included:

- Maintenance and Improvement of Green Spaces.

Laura explained that weed control and mowing were included in the budget and that the Board was considering including expenses for maintenance of the pathways. As far as improvements to the open space, the membership can decide the level of improvements it would like to see but comments should be addressed prior to the next budget hearing. She noted that the members wished to keep ownership of the open space and not turn them over to the Town of Alpine as part of the annexation agreement.

Also discussed was the issue of dogs being allowed to roam freely in the open space and owners not cleaning up after their dogs. Lisa will research the cost of signage and mutt mitt stations.

➤ Construction Trash.

One property owner complained about the construction crews working on two homes very near his home burning scrap lumber and allowing leftover material to blow away. The owner sent a photo to Lisa during the discussion to share his observations. Lisa will contact Levi to notify him of the issue, as well as the owners of the homes under construction.

- The next monthly meeting of the AMISD board of directors will be held on Friday, December 7, 2018 at 12:00 p.m. MST. Lisa reminded the board members they should plan on the meeting taking approximately two hours, as the Board will be completing certain statutory financial reporting requirements for the Dept. of Audit. Laura asked that all board members make every effort to attend this meeting in person. Lisa will coordinate with Sean Chapman to have all the necessary files available to complete the reports.

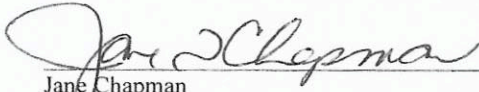
Item VIII: Adjournment:

With no further business to discuss, the meeting was adjourned at 12:32 p.m. MST.

Respectfully submitted,



Laura Ladd
President – Alpine Meadows ISD Board of Directors



Jane Chapman
Treasurer – Alpine Meadows ISD Board of Directors