

**Alpine Meadows Improvement and Service District  
Monthly Meeting  
May 6, 2016**

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 12:01 p.m. MDT by Mike Halpin on Friday, May 6, 2016 at the Meridian Group offices located at 330 North Glenwood in Jackson, Wyoming. Directors Mike Halpin, Jane Chapman and Bill Wotkyns attended in person; Laura Ladd attended the meeting via telephone. Also in attendance were property owners Amy Simkin and Erica Muschawek, as well as the Mayor of Alpine, Kennis Lutz. Lisa Paddleford was present to take the meeting minutes.

Item II: Formal Approval of 3/1/2016 Meeting Minutes:

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

Item III: Accept Shea DeMello's Resignation / Administer Oath of Office to Amy Simkin

Bill made a motion to accept Shea's resignation from the Board. Laura seconded the motion, which was unanimously approved by the Board.

Amy read the oath of office out loud and she also executed a hard copy of the same. The other members of the Board welcomed her.

Item IV: Bids:

None.

Item V: Claims Approved:

Bill made a motion to approve the other claims totaling \$1,413.75, which Laura seconded and the Board unanimously approved.

Item VI: Claims Rejected:

None.

Item VII: Agenda Matters:

- Review of Budget-to-Actual and Monthly Cash Flow Reports  
Jane reviewed the monthly cash flow report (Lisa forgot to run the budget-to-actual report); all line items looked fine, with the exception of the ARC, which is over-budget.
- Review of March and April 2016 Bank Statements and Reconciliations  
Jane noted two payments were received from Lincoln County; she did not find any irregularities in the reconciliations of the accounts.
- ARC Review March & April 2016  
Lisa recounted the 1.75 hours she spent on ARC reviews during these months.
- Estimate of Time/Cost of Dissolution of ISD  
To begin, Mike explained the functions of the POA and ISD to Amy and why he was leaning towards dissolution of the ISD (burdensome state requirements of governmental entity). Legal counsel advised the ISD could be dissolved by 1. moving the reserve funds into the operating reserve and using those funds to operate the ISD until funds ran low or out (approximately one year) and amend the delegation agreement to allow the POA to collect the annual dues during that time or 2. keeping the ISD in place until the reserve fund is spent on chip-sealing (while collecting minimal assessments), then have the POA back out of the delegation agreement and collect annual dues going forward.

The estimated time for legal counsel to unwind the ISD is 20 hours, which would be approximately cost \$5,000 in legal expenses. Costs associated with snow removal and road maintenance not be a part of the

POA's budget if the Town takes over the roads if/when the property is annexed. Professional fees would increase to cover collection of annual dues of the AMPOA.

If the Town annexed Alpine Meadows and took over the roads (maintenance, repair and snowplowing), the POA would save a significant amount of money. Overall, not including depreciation expenses and reserves, the POA's budget would be approximately +/- \$58,000 less than the current ISD budget.

- Capital Improvements to Picnic Pavilion

Laura suggested that the Board engage a project manager to oversee the improvements to the pavilion; she would also like to see work begin prior to the end of this fiscal year. Mike asked Lisa to meet with him to discuss putting out an RFP and hiring a contractor.

- Annexation

Kennis Lutz joined the meeting at this point to provide the latest information on annexation of Alpine Meadows by the Town of Alpine. He said the easiest route to annexation would be Alpine Meadows petitioning the Town to be annexed like other subdivisions are doing (Flying Saddle Lodge, Snake River Junction, and the corridor to Bill Wieman's corner commercial development at the junction). The biggest concern of the Mayor's regarding annexation is the Town's ability to maintain the roads (repairs and snow removal) because of the low population. He said there is not enough of a tax benefit to the Town to annex Alpine Meadows right now but would like to postpone annexation until the population of the subdivision reaches 80-100 people, which isn't too far off.

When asked by Laura why annexation would make good economic sense to the AMPOA members, Kennis responded the members would see a significant savings on their annual dues because the Town would take over the road maintenance and chip-sealing when the population reached 80-100 residents. Also, property owners within the subdivision would be given a voice in the Town, the subdivision would be eligible for such improvements such as pathways, curb and gutter, and landscaping because of the Town's ability to apply for state grant monies, and tax money would stay local.

Laura asked whether it made sense to delay annexation until the Town was willing to take over the roads; Mayor Lutz responded that, despite a five mil tax levied on the property owners (\$49 per \$100,000 of value) upon annexation, the subdivision would be able to access the lower utility rates planned to go into effect mid-summer of this year (although Mayor Lutz did say he expects water to increase \$5.00). The Town also averages its utility bills over 12 months, which has resulted in lower water bills for customers. Amy said her water bills are much higher in Alpine Meadows vs. bills she received from Star Valley Ranches or Afton. She went on to suggest that annual dues should be re-evaluated if annexation occurs and that owners would appreciate feeling more a part of the Town and receiving lower rates for water. Erica noted she is paying \$48 in water and sewer dry meter fees for each of the three lots she owns; Mayor Lutz said that the Town currently charges an \$18/month dry meter fee for water (and a volume charge of \$1.50 per 1,000 gallons used for residences). The Town charges \$39/ERU for sewer service. He added averaging an owner's use over twelve months saves the customer from receiving high bills during the summer and saves the Town time and money because meters aren't read every month.

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

- Lisa informed the Board Sprinkler Specialties were scheduled to activate the irrigation system at the entrance sign yesterday.
- Lisa received a bid from Mavy's Weed and Pest but she has not put out a formal RFP yet. Review of bids will take place next month.
- Lisa may have a lead on a contractor who would mow the subdivision to reduce fire hazard; she will share all bids she collects at next month's meeting.
- It was determined by legal counsel the Founder no longer has the authority to unilaterally amend the CCRs. Because the POA members will need to vote on amendments, Mike suggested scheduling a meeting of the AMPOA board members immediately after the ISD board's meeting next month.
- The next monthly meeting of the AMISD board of directors will take place on Wednesday, June 8, 2016 at 12:00 noon MDT.

Item X: Adjournment:

Respectfully submitted,



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Michael T. Halpin  
President – Alpine Meadows ISD Board of Directors



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Jane Chapman  
Treasurer – Alpine Meadows ISD Board of Directors