

**Alpine Meadows Improvement and Service District
Monthly Meeting
November 8, 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 12:00 p.m. MDT by Mike Halpin on Tuesday, November 8, 2016 at the Meridian Group offices located at 330 North Glenwood in Jackson, Wyoming. Directors Mike Halpin, Jane Chapman, and Bill Wotkyns were in personal attendance; Amy Simkin and Laura Ladd called in to the meeting. Lisa Paddleford was present to take the meeting minutes.

Item II: Formal Approval of 10/7/16 Meeting Minutes:

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

Item III: Review Bids:

None.

Item V: Claims Approved:

Lisa advised the board there was no voucher accompanying the invoice from HUB Insurance; she had requested one but never received it. Amy made a motion to approve the claims totaling \$4,770.60, which Bill 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 highlighted that the Weeds/Landscaping/Pathway line item is over budget because of the mowing costs. Amy asked how the payments are being applied; Jane replied they are being shown as income. Mike suggested that a separate line item for mowing be created when the 2017-2018 budget is created.
- Review of October 2016 Bank Statements and Reconciliations
All statements and reconciliations matched. Jane noted payments totaling \$8,050 were received from Lincoln County. An interest payment was also noted.
- ARC Review October 2016
Lisa spent a total of 1.50 hours on ARC business this month (half hour on Lots 2 & 3, the remainder on tagging and filing plans). Per Laura's request, Lisa added running hourly totals for each lot review and a year-to-date grand total for hours.

The Board held a brief discussion on an inquiry about placing modular homes on lots. Mike expressed reservations about the product the individual had in mind (he didn't think the homes met Design Guideline requirements). Amy expressed concern about allowing modulars as well. No plans have been submitted and Lisa has not fielded any additional calls from the realtor so it may be a moot point.

- Review Draft of TOA Ordinance on Water and Sewer Utilities
After asking Lisa to prepare a spreadsheet comparing NSU utility rates with proposed rates from the Town of Alpine (TOA), Laura called Mayor Lutz to clarify the readiness to serve fee for sewer and sent an email to the board, which detailed her conversation with him. The fee in question was struck from the draft so Lisa will make corrections to the spreadsheet. Laura would like to submit the spreadsheet to Mayor Lutz after revisions are made for him to review and confirm the information is correct. Laura would also like to gather any other questions the Board may have and submit them to the Town in time for the Town Council's meeting next week.

Although the discussion regarding annexation has largely focused on if lower water rates can be obtained through annexation, Bill said that road maintenance and snow removal were the most important issues for him regarding annexation, to which Jane agreed. (Most recently, the Town said it would be willing to take

over the roads when the population of AMS reached 80-100 residents.) The membership would need to consider whether it would want the roads to become public upon annexation or whether it would want the roads to remain private.

In addition to knowing what utility rates would be for vacant lots and those lots with homes on them, Bill would also like to know what POA annual dues might look like if the Town agreed to take over the roads. Amy and Laura will get together and come up with some tentative figures.

- Update on Picnic Pavilion Improvements
The contractor told Lisa the work will be completed this weekend. He needs to purchase pavers, which will be installed this weekend. Bill asked Amy to contact him if she was concerned about anything she saw.

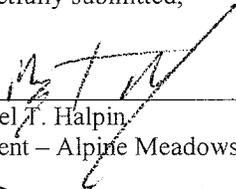
Item IX: Other Matters Discussed and Action Taken, If Any:

- Mike said that Habitat's wall-raising ceremony at 11:00 on Thursday, October 20 went fine. Mike attended with his father, Gerald Halpin. Families are expected to be able to move in by early summer.
- Status of Proof of Cash Report
Lisa informed the Board that Ceci Clover had completed the report and it was ready for submittal. Lisa will have Mike and Jane sign the Local Government Annual Report Summary and submit that report at the same time.
- Lisa asked for the Board's input on how to respond to a property owner's question on the proposed amendment.
- The next monthly meeting of the AMISD board of directors will take place on Thursday, December 8, 2016 at 12:00 noon MST.

Item X: Adjournment:

With no further business to discuss, Bill made a motion to adjourn the meeting, which Jane seconded. The meeting was adjourned at 12:43 p.m. MST.

Respectfully submitted,



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



Jane Chapman
Treasurer – Alpine Meadows ISD Board of Directors