

**Alpine Meadows Improvement and Service District
Monthly Meeting
September 13, 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, September 13, 2016 at the Meridian Group offices located at 330 North Glenwood in Jackson, Wyoming. Directors Mike Halpin, Laura Ladd, Jane Chapman, Bill Wotkins, and Amy Simkin all attended in person. Property owner Kelly Tretrault was also in attendance. Lisa Paddleford took the meeting minutes.

Item II: Formal Approval of 8/08/16 Meeting Minutes:

Bill made a motion to adopt both sets of meeting minutes as presented. Amy seconded the motion and the meeting minutes were unanimously approved.

Item III: Review Bids:

None.

Item V: Claims Approved:

Jane made a motion to approve the claims totaling \$7,752.75, 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 pointed out that the budget portion of the report has not been updated (\$5K shown vs. \$10K actual in reserves for picnic pavilion improvements). This will be corrected so future reports are accurate.

Laura commented that it looked like professional fees might exceed the budget allowed for that line item and asked why that might be. Jane responded that she knew it included Lisa's time but wasn't sure what other expenses are coded to be included in that line item. Mike asked her to research that and report back to the board at its next meeting.

- Review of August 2016 Bank Statements and Reconciliations
Jane noted cleared checks were for items approved for payment last month. In addition to interest, the account was credited with a \$1,700 payment from Lincoln County and a \$300 payment from a post-construction review for Lot 113.
- ARC Review August 2016
Lisa recounted the nine and one-half (9.5) hours she spent on ARC reviews during August, the majority of which included plan reviews for Lots 2, 3, 117, 135, 164 and organization of plan sets which have been reviewed during the past year.

Since a property owner attended the meeting to hear about the update on water rates, the Board decided to cover Item IX and then come back to the Internal Control Evaluation Worksheet and Self-Audit to complete afterwards.

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

- Lisa's Report on Visit to AMS
The mowing is complete and the appearance of the subdivision is much improved. Lisa noted that the lawns which were so dried out last month are now greener and healthier; the email sent to property owners have made a positive impact.
- Amending CCRs
In addition to amending the CCRs to allow for the parking of one recreational vehicle, Amy asked the board if it wanted to include any items from a list submitted by a previous board member. The board

thought an allowance of berms/heavy plant screening, especially along CR 100 to block traffic noise and offer a sense of privacy, could be considered and approved on a variance request on a case-by-case basis. Although Laura commented that the developer has lost prospective buyers who have children because fencing isn't allowed, the migration of elk and other ungulates through Alpine Meadows makes the allowance of fences not feasible.

The Board also discussed changing the timeframe of the completion of construction from 24 months to 12 months, per the former board member's suggestion. It was decided 18 months to complete construction (not necessarily including landscaping) was more reasonable. Lisa said the ARC hasn't had an issue providing an extension of time to property owners to install landscaping and an irrigation system; extensions are followed up on and approved in a timely manner.

Mike asked if the POA Board had the authority to pass the amendments on its own, and whether members could object afterwards with a majority vote. Mike asked Lisa to review the bylaws and meet with him to discuss in further detail.

Lisa will draft an amendment to the CCRs which includes language to allow for the parking of one recreational vehicle, berms/plant screening on a case-by-case review, and changing the timeframe for completion of construction to 18 months.

- Update on Annexation Inquiry from TOA

Bill informed the Board that the TOA held a special council meeting on September 8, at which it was stated rates are to be recalculated, which would benefit AMS when it was annexed by the Town. Bill has not heard from the Mayor since the meeting was held. Laura said her experience with the Town has been such that if the Board wanted to get annexation off the ground, it should be prepared to take the initiative. The Mayor had told her last month that he'd engaged the Town Attorney to prepare a scope of benefits to present to the Board; in light of the special meeting just held, Laura proposed waiting until next month to see if the Board receives a response; the Board agreed.

Lisa asked whether members could object to annexation, since the plat contained a warning which stated property owners could not object to annexation. Since the Founder no longer owns the required number of lots to object to annexation, Mike didn't think the members could protest. Laura felt the Town was pursuing a friendly annexation.

Both Mike and Amy agreed that what may pose more importance than water rates in considering annexation is whether the members would want to turn the roads and open space over to the Town. Laura added that it was imperative that the ISD Board and ARC continue to oversee the governance of the subdivision in enforcing the CCRs and Design Guidelines, respectively. Kelley felt that maintaining the quality of the subdivision was a high priority and she would be concerned if governance was left to the Town. For Kelley, annexation alone was not enough of a benefit; annexation must also include lower water rates. Concern over whether future owners of Habitat homes could afford high water bills during the summer was also expressed by Amy and Kelley.

Regarding the PSC, Laura said Jon Wylie did contact its attorney, Chris Petrie. Jon said it was a difficult call, as NSU had advocated for the sale but the phone call made it appear to the PSC that it has changed its mind. Jon suggested it would carry more weight if property owners contacted the PSC to report their complaints. Bill said it was his feeling that property owners will see rates come down, even if Alpine Meadows isn't annexed.

- Complaint of Barking Dog

The Board continued its discussion about ongoing complaints from the owner of Lot 135 about the barking dog belonging to the owner of Lot 129. Kelley confirmed the dog does bark excessively and also said the dog has chased them when she and her husband have driven by the home on their motorcycles. Laura suggested writing the owner of Lot 129 again and stating the specific language of the CCRs relating to the methods the Board is authorized to act if the problem continues. Amy said letters containing that information were already sent, along with the suggestion the two parties meet to work out a solution. The Board asked Lisa to research what fines the Town of Alpine and Star Valley Ranch impose on violators and draft a letter to the dog owner based on that information.

- Picnic Pavilion Improvements
Amy asked whether the improvements could yet be completed this fall. Amy recalled that Shea DeMello estimated the work would cost approximately \$4500 but that the bulk of the labor would have been donated by Shea's husband, both of whom are no longer residents. Kelley volunteered her husband to spread the gravel when the parking lot was laid out. Laura asked Lisa to contact some building and landscaping contractors to determine if anyone was available to complete the project on budget this fall.

At this time, Amy left the meeting.

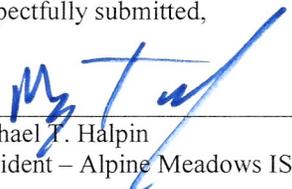
The remaining board members completed the Internal Control Evaluation Worksheet, Self-Audit, and Bank Reconciliation. Afterwards, Jane completed the F-32 report for submittal to the Wyoming Department of Audit.

- The next monthly meeting of the AMISD board of directors will take place on Friday, October 7, 2016 at 12:00 noon MDT.

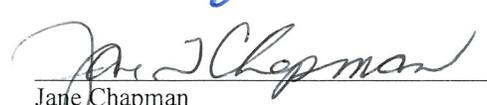
Item X: Adjournment:

With no further business to discuss, Laura made a motion to adjourn the meeting, which Bill seconded. The meeting was adjourned at 2:32 p.m. MDT.

Respectfully submitted,



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



Jane Chapman
Treasurer – Alpine Meadows ISD Board of Directors