

**Alpine Meadows Improvement and Service District
Monthly Meeting
February 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 12:04 p.m. MST by Laura Ladd on Monday, February 8, 2016 at the Meridian Group offices located at 330 North Glenwood in Jackson, Wyoming. Directors Laura Ladd, Jane Chapman and Shea DeMello attended in person; Bill Wotkyns called in to the meeting. Director Mike Halpin joined the meeting at approximately 12:17p.m.

Item II: Formal Approval of 1/8/2016 Meeting Minutes:

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

Item III: Bids:

None.

Item IV: Claims Approved:

Shea recommended the Board hold payment to Rocky Mountain Utility because snowplowing has not met contract requirements (streets not 22 ft. wide and plowing doesn't begin by 5:30 a.m. when an overnight snowfall greater than three inches occurs). After a discussion and Shea agreeing to meet with the owner to discuss concerns, the Board agreed it would withhold this month's payment until all issues were satisfactorily resolved.

Jane made a motion to approve the other claims totaling \$2,807.15, which Bill seconded and the Board unanimously approved.

Item V: Claims Rejected:

The claim for payment from Rocky Mountain Utility in the amount of \$6,400 was denied approval for payment until such time the snowplowing issues are resolved.

Item VI: Agenda Matters:

- Review of Budget-to-Actual and Monthly Cash flow Reports
Jane reviewed the latter and noted the ISD had received another installment on POA annual dues from Lincoln County and that the cash position continue to improve. The Board noted Sean Chapman's note of explanation regarding his error in calculating the projected estimated cash on hand for 6/30/16 and accepted the revised cash flow report submitted. There were no aberrations of note from the budget versus actual.
- Review of January 2016 Bank Statements and Reconciliations
Jane noted the ISD has four accounts at FIB; the newest account is a MM savings account and was opened on January 15 to hold reserve funds. The new account had \$100,167.20 deposited into it; \$88,921 which represents past years' reserve funds for chip-sealing and \$11,244, which is the total of the past six months of reserves collected. Jane did not find any irregularities in the reconciliations of the accounts.
- ARC Review
Lisa reviewed the time she spent on ARC reviews during December 2015 and January 2016. Reviews are complete for Lots 108 and 113; the former came in slightly over-budget at \$1071 after landscaping issues with the new owners were resolved and the latter was under-budget at \$920. Lisa spent a total of 1.50 hours on ARC business in December and no time in January.
- Action on a Disaster Recovery Plan
Laura had lukewarm feelings on spending \$500 to pursue this project right now. Lisa added that if the ISD is dissolved, this requirement by the Dept. of Audit would be a moot point so it might be advantageous to wait until that decision is made. The Board agreed and moved to table this item until more information is received.

Mike joined the meeting at this point.

- **Founder's Right to Unilaterally Amend CCRs**
Lisa confirmed for Mike the Founder has this right until the 126th property is sold to a buyer not affiliated with the Founder. Currently, the count stands at 123. Laura would like to see a more transparent process taken by the Founder to amend the CCRs and asked if this topic could be discussed at next month's annual meeting of the members in order to obtain feedback from them. Mike and the rest of the Board agreed; this item will be added to the AMPOA Annual Members meeting scheduled for March 1.
- **Summary of Meeting with Legal Counsel re: Annexation and Roles of ISD and POA**
Lisa summarized Mike's and her meeting with Paul D'Amours in October for the Board. More questions on annexation were raised and Mike asked Lisa to follow up with Paul for clarification on several items.
- **Status of Annexation of AMS by TOA**
Last month, Bill said he would be happy to reach out to Mayor Kennis Lutz and have a conversation about where the Town was at in annexing the subdivision. Laura said the Town has until June 30, 2016 to annex AMS as one of the requirements of the State when grants were made to the Town to install infrastructure and purchase North Star Utility. Bill said he'd contact the Mayor this week.
- **Process/Cost to Dissolve ISD**
Lisa provided a rough draft to the Board which outlined the process to dissolve the Board. The cost estimates to dissolve the ISD and have the POA take over providing services to the subdivision is still a work in process. More information is needed to decide whether dissolution of the ISD would benefit the members as a whole; Lisa will gather cost estimates for further discussion at the Board's meeting in April.

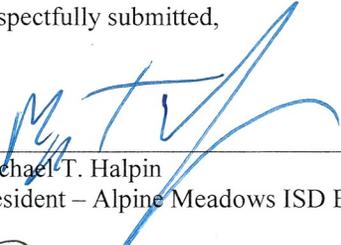
Item IX: Other Matters Discussed and Action Taken, If Any:

- Lisa informed the Board that Steve Foster donated his time to do the Proof of Cash work. The Board wants to express their gratitude by giving Steve a \$50 gift certificate to Trio. Lisa will make the arrangements.
- Based on past performance of Rocky Mountain Utility and the current issues with snow removal, the Board may want to make a different decision on the contractor next year, even if the service costs more but is still within reason.
- The annual meetings for the AMPOA and AMISD will be held Tuesday, March 1 beginning at 5:00 p.m. MST.

Item X: Adjournment:

With no further business to discuss, the meeting was adjourned at 12:42p.m. MST.

Respectfully submitted,



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



Jane Chapman
Treasurer – Alpine Meadows ISD Board of Directors