



TOWN COUNCIL MEETING

June 18, 2024 at 7:00 PM
250 River Circle - Alpine, WY 83128

AGENDA

Notice - The video and audio for this meeting are streamed live to the public via the internet and mobile devices with views that encompass all areas, participants, and audience members. Please silence all electronic devices during the meeting. Comments made on YouTube will not be answered. Please email clerk@alpinewy.gov with any questions or comments.

YouTube LINK FOR LIVE FEED:

<https://www.youtube.com/@townofalpine>

1. **CALL TO ORDER** - Mayor Green
2. **PLEDGE OF ALLEGIANCE** – Mayor Green
3. **ROLL CALL** – Monica Chenault
4. **ANNOUNCEMENTS** – Monica Chenault
 - a. Mountain Days:
See attached flyer(s).
 - b. Alpine Farmer's Market -
 - Date: Starts June 27th & will continue every Thursday after until September 19th.
 - Time: 4:00 PM - 7:00 PM
 - Location: US Hwy 89 Alpine, WY - parking lot in front of the Alpine Civic Center.
 - Items available: produce, milk, baked goods, breads, jams, jellies, honey, flowers, hand-crafted goods, etc.
 - It is a \$10 fee for a space to sell your items: no reservation is required, and set-up starts at 3:30 PM.
 - For more information contact Crystal - 307-654-7531

c. Lincoln County Fair Week:

- August 8, 2024 - Jam Grass Music with Hot Pocket - A brand-new 5-piece Jam/Rock/Funk band Based in Jackson Wyoming.

d. 4th of July Event - Sidewalk Art Contest:

- See Attached flyer(s).

APPROVAL OF CONSENT AGENDA

Items listed on the consent agenda are considered to be routine and will be enacted by one motion in the form listed hereafter. There will be no separate discussion of these items unless a Council member or citizen requests, in which case the item will be removed from the Consent Agenda and will be considered on the Regular Agenda.

5. CONSENT AGENDA – Mayor Green

a. Town Council Minutes.

- Town Council Work Session Minutes - June 04, 2024
- Town Council Zyland Annexation Public Hearing Minutes - May 21,2024
- Town Council Budget Workshop Minutes - May 21,2024
- Town Council Bid Opening Minutes - May 21, 2024
- Town Council Regular Meeting Minutes - May 21,2024

b. Planning & Zoning Commission Meeting Minutes - May 28th, 2024

c. Financial Report:

- Period ending 5/31/2024

d. Bills to Pay

6. PUBLIC HEARING

a. Marquina, LLC DBA Tienda La Mexicana - Restaurant Liquor License Public Hearing:

Seeking a motion to table the Public Hearing for Marquina, LLC DBA Tienda La Mexicana - Restaurant Liquor License Public Hearing to July 16th, 2024.

7. REPORTS

a. Mayor's Report – Eric Green

b. Engineering Report – Jorgensen Engineering

c. Planning & Zoning Report – Dan Schou

- d. Economic Development Report – Jeremiah Larsen
- e. Utility Easement Update – Jeremiah Larsen
- f. Alpine Travel & Tourism Board Report – Jeremiah Larsen
- g. Lincoln County Sheriff's Report – Submitted in writing.

8. ACTION ITEMS

- a. Ordinance No. 2024-004 - Zyland Subdivision Annexation - 2nd Reading.

Seeking a motion to approve the 2nd Reading of Ordinance No. 2024-004 - Zyland Subdivision Annexation.

- b. Resolution No. 2024-023 - A Resolution To Update The Official Appointments, Assignments, And Agencies Of The Town Of Alpine, Wyoming For The Calendar Year 2024.

Seeking a motion to approve Resolution No. 2024-023 - A Resolution To Update The Official Appointments, Assignments, And Agencies Of The Town Of Alpine, Wyoming For The Calendar Year 2024.

- c. Resolution No. 2024-027 - A Resolution to Authorize the Sale of Surplus Property:

Seeking a motion to approve Resolution No. 2024-027 - A Resolution to Authorize the Sale of Surplus Property.

- d. Alpine Meadows - Subdivision Access off of County Road 100

- e. Process Piping System Installation Proposal.

Seeking a motion to accept the bid submitted by Precision Electric Services, LLC in the amount of \$508,000.00 for the Installation of the Process Piping System and authorize Mayor Green to sign.

- f. Resolution No. 2024-025 - Resolution For Authorizing A Loan From The General Fund To The Wastewater Fund For Project Funding:

Seeking a motion to approve Resolution No. 2024-025 - Resolution For Authorizing A Loan From The General Fund To The Wastewater Fund For Project Funding.

- g. Ordinance No. 2024-003 - Building Department Fee Schedule - 3rd Reading.

Seeking a motion to approve the 3rd Reading of Ordinance No. 2024-003 - Building Department Fee Schedule.

- h. Resolution No. 2024-026 - Authorizing the Travel & Tourism Board FY 2025 Grant Appropriations:

Seeking a motion to approve Resolution No. 2024-026 - Authorizing the Travel & Tourism Board FY 2025 Grant Appropriations.

i. Ordinance No. 2024-006 - Budget FY 2025.

Seeking a motion to approve the 3rd Reading of Ordinance No. 2024-006 - Budget FY 2025.

i. Ordinance No. 2024-005 - Amended Budget FY 2024 - 3rd Reading:

Seeking a motion to approve the 3rd Reading of Ordinance No. 2024-005 - Amended Budget FY 2024.

9. PUBLIC COMMENT

10. ADJOURNMENT

ALPINE MOUNTAIN DAYS

2024

Friday June 21st

12 pm

Opening Ceremony Alpine
American Legion

12 pm - 7 pm

Mountain Men located with
@ the Great Western Antler
Rendezvous
Native American Indians
located @
Marge Grover Park

Food & Merchandise Vendors

2:00 pm Children's Project -
Hosted by the Alpine Branch
Library

7 pm - JMarc Bailey - Jeneen
Terrana Country Music Artists
from Nashville, TN

SNOW CONES

"BEARDED AXE"
AXE THROWING
FRIDAY & SATURDAY
ICE CREAM

Raffles will be held
during the entire event
with the large raffle
prizes being raffled at 3
pm on Sunday June 25th

Saturday June 22nd

8 am Free Breakfast hosted
by **Bank of Jackson Hole**

10 am - 7 pm

Mountain Men located at the
Great Western Antler
Rendezvous

Native American Indians
located @ Marge Grover Park

12 p.m. - 4 p.m.

Community Village
**Food & Merchandise
Vendors**

1: 30 pm - Teton Raptor
Center Presentation

2: 30 pm Teton Raptor Center
Presentation

4:30 pm - Carla's Chili Cook
Off sponsored and hosted
by the Rotary Club of Star
Valley

6:00 pm - Cornhole
Tournament located at the
Bank of Jackson Hole Lawn
sponsored and hosted by
Alpine Fire District Volunteer
Fire Department

7 pm - Line Dancing Lessons
with Krista accompnied by
Live Music by JMarc Bailey &
Jeneen Terrana



Sunday June 23rd

8 am Free Breakfast
hosted by Mountain West
Farm Bureau

10 am - 3 pm

Mountain Men located at
the Great Western Antler
Rendezvous

Native American Indians
located @ Marge Grover
Park

Food & Merchandise Vendors

2:00 pm Horse Warriors
Presentation - Bank of
Jackson Hole Parking Lot

3 pm Raffle drawings &
closing Ceremony
Performance by the Native
American Performers @
Marge Grover Park

BOUNCE HOUSE FUN

DJ RAFFLES
FAMILY FUN

Interactive Art Project
located by the stage
inside the Alpine Civic
Center for the duration of
Mountain days.

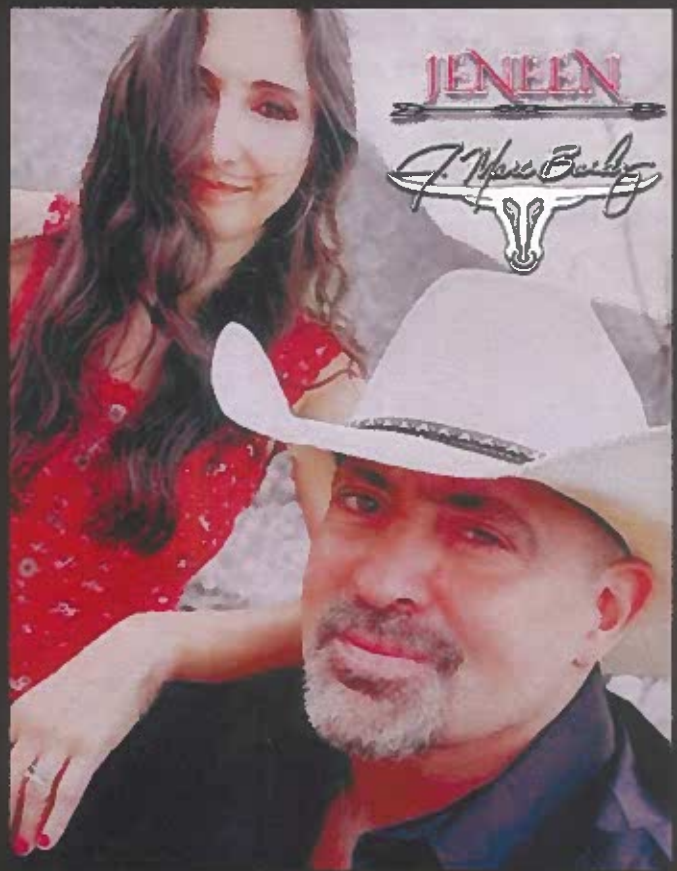
LIVE MUSIC & LINE DANCING

ALPINE MOUNTAIN DAYS!

SATURDAY JUNE 22 7:00PM



KRISTA *With* 307 DANCE HALL



J MARC BAILEY *and* JENEEN TERRANA

FOOD
TRUCKS!

FREE AND FUN FOR ALL AGES!

VENDORS & GIVE
AWAYS!

ALPINE CIVIC CENTER, 121 US-89, ALPINE, WY 83128

WWW.ALPINEWY.GOV

TOWN OF ALPINE



**CORN HOLE/LIVE MUSIC BEGINS AFTER PARADE/
RAFFLE & MORE
PARADE STARTS AT 7PM**

**SIDEWALK CHALK ART PROJECT
1 PM - 5 PM**

**121 US HWY 89, ALPINE, WY 83128
Fireworks @ Dusk/ Ignition site down by the American Legion Ballfeild**





Town of Alpine
presents

Sidewalk
Chalk Art
Contest

Get
Outside
Get
Creative

Thursday
July 4th

1 pm – 5 pm.

Marge Grover Park

121 US Highway 89

Alpine, WY 83128

PROFESSIONALS

Competitive category for ages 16+ Intermediate to advanced skill levels Provided with an area of sidewalk. Provided with one set of artist sidewalk chalk.

Entry Fee: \$20

ART DABBLERS Competitive category for ages 12+ All skill levels Provided with an area of sidewalk. Provided with one set of sidewalk chalk. Entry Fee: \$15 ART

GROUPS Non-Competitive category for the family or a group of friends All skill levels Provided with one set of sidewalk Chalk Designate area of sidewalk

Entry Fee: \$5.00 per person

YOUNG ARTISTS Non-competitive category for ages 5-11 All skill levels Provided with one set of Crayola Chalk Designated area of sidewalk Entry Fee: \$5.00

Entry Forms available @ Alpine Town Hall

See rules and regulations for more information

HOW TO ENTER

This year we are hosting a sidewalk chalk contest. We invite artists of all skill levels and ages to help us pack Marge Grover Park with temporary artwork that the entire community will enjoy.

Contestants must sign up for this event in by completing and returning the entry form. Entry forms available @Town Hall.
ENTRY DEADLINE: Monday July 1st 250 River Circle, Alpine, WY 83128

RULES

- All work must be designed and produced solely by the contestant(s) participating in the competition.
- Contestants can only work on their art during the allotted time between **1:00 – 5:00 PM**
- Contestants must check in at the registration booth between **12:30 – 3:00 PM.**
- Participants can only use the supplies (chalk) provided. Participants can bring their own rags, spray bottles, tools, and reference materials.
- Participants **MUST** notify the registration booth when finished and return any unused supplies

FOR MORE INFORMATION

FOR MORE INFORMATION CONTACT:

Melody Leseberg
admin@alpinewy.gov
(307) 654-7753 Ext. 3

PRIZES

Entries will be judged by a group of 3 judges based on overall quality, design, and originality. Only competitive categories will be awarded cash prizes. Non-competitive categories will not be judged, but are eligible for the people's choice award. Prizes are as follows:

PROFESSIONALS ART DABBLERS
1st Place: \$150 1st Place: \$75
2nd Place: \$100 2nd Place: \$50
3rd Place: \$75 3rd Place: \$25

PEOPLE'S CHOICE

COMPETITIVE CATEGORIES: \$25

NON-COMPETITIVE CATEGORIES:

Group: \$50 Young Artist \$25.00

SCHEDULE OF EVENT

CONTEST: Thursday July 4th

12:30-3 PM

Sign-in, pick up supplies, and get your contestant number/square # at registration booth.

1-5 PM

Artists may only work on their sidewalk art.

5-6 PM

Judges will assess the artwork.
The winners will be announced via on the Town of Alpine's Facebook page July 5th

CATEGORIES

PROFESSIONALS

Competitive category for ages 16+ Intermediate to advanced skill levels. Provided with an area of sidewalk. Provided with one set of artist sidewalk chalk.

Entry Fee: \$20

ART DABBLERS

Competitive category for ages 12+

All skill levels
Provided with an area of sidewalk. Provided with one set of sidewalk chalk.

Entry Fee: \$15

ART GROUPS

Non-Competitive category for the family or a group of friends

All skill levels
Provided with one set of sidewalk Chalk
Designated area of sidewalk
Entry Fee: \$5.00 per person

YOUNG ARTISTS

Non-competitive category for ages 5-11

All skill levels
Provided with one set of Crayola Chalk
Designated area of sidewalk
Entry Fee: \$5.00

REGISTRATION BOOTH

Located by the entrance of the Civic Center



TOWN COUNCIL MEETING

May 21, 2024 at 7:00 PM

250 River Circle - Alpine, WY 83128

MINUTES

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1. CALL TO ORDER - Mayor Green

Mayor Green called the meeting to order at 7:00 p.m.

2. PLEDGE OF ALLEGIANCE – Mayor Green

Mayor Green led the attendees in the Pledge of Allegiance.

3. ROLL CALL – Monica Chenault

Clerk Chenault conducted roll call.

PRESENT

Councilman Jeremiah Larsen

Councilman Frank Dickerson

Mayor Eric Green

Councilman Emily Castillo

ABSENT

Councilman Andrea Burchard

APPROVAL OF CONSENT AGENDA

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4. **CONSENT AGENDA** – Mayor Green

a. Town Council Minutes.

Motion to approve the following Town Council Meeting Minutes:

Regular Meeting Minutes - 04/16/2024

Special Meeting Minutes - 05/07/2024

Work Session Meeting Minutes - 05/07/2024

Motion made by Councilman Larsen, Seconded by Councilman Dickerson.

Voting Yea: Councilman Larsen, Councilman Dickerson, Mayor Green, Councilman Castillo.

b. Planning & Zoning Commission Minutes.

Motion to approve the following Planning & Zoning Commission Minutes:

Planning & Zoning Commission Meeting - 04/09/2024.

Motion made by Councilman Larsen, Seconded by Councilman Dickerson.

Voting Yea: Councilman Larsen, Councilman Dickerson, Mayor Green, Councilman Castillo.

c. Bills to Pay 4/17/2024 - 5/21/2024.

Motion to approve the Bills to Pay 4/17/2024 - 5/21/2024.

Motion made by Councilman Larsen, Seconded by Councilman Dickerson.

Voting Yea: Councilman Larsen, Councilman Dickerson, Mayor Green, Councilman Castillo.

d. Financial Report - April 2024.

Motion to approve the Financial Report - April 2024.

Motion made by Councilman Larsen, Seconded by Councilman Dickerson.

Voting Yea: Councilman Larsen, Councilman Dickerson, Mayor Green, Councilman Castillo.

e. Catering Permits:

Seeking approval for Catering Permit - VR Tavern on the Greys: Mule Deer Ladies Only - 11/02/2024.

All Nighter Permits:

Seeking approval for All Nighter Permit - Bull Moose Lodge & Saloon - 07/06/2024, 10/26/2024, and 12/31/2024.

Motion to approve Catering Permit - VR Tavern on the Greys: Mule Deer Ladies Only - 11/02/2024.

Motion made by Councilman Larsen, Seconded by Councilman Dickerson.
Voting Yea: Councilman Larsen, Councilman Dickerson, Mayor Green, Councilman Castillo.

Motion to approve All Nighter Permit - Bull Moose Lodge & Saloon - 07/06/2024, 10/26/2024, and 12/31/2024.

Motion made by Councilman Larsen, Seconded by Councilman Dickerson.
Voting Yea: Councilman Larsen, Councilman Dickerson, Mayor Green, Councilman Castillo.

5. REPORTS

- a. Mayor's Report – Eric Green
- b. Engineering Report – Jorgensen Engineering

The time was turned over to Kevin Meagher, Project Manager. Mr. Meagher updated Town Council on various completed tasks beginning with the AMI Radio Read Project. He explained that the team at Jorgensen is diligently working on the design of the gateway towers at the Town Shop and Ferry Park and the electrical requirements.

Mr. Meagher transitioned to the topic of the Town's Water Model. An updated model of the Level I Water Master Plan is in the works.

Mr. Meagher discussed the Town's development reviews. Jorgensen Engineering recently reviewed the Lasher Town Homes submittal and submitted the review for consideration. Fire Flow information is pending. Additionally, The Extended Stay Project is under development review as additional information from the developer is gathered. More information has been submitted and is under review. Mr. Meagher addressed the recent application for annexation into the Town of Alpine which was submitted by Alpine Lakes. Lastly, Mr. Meagher announced the Sporting Club is interested in creating employee housing on two of their Town hillside lots.

Mr. Meagher directed the attention to the Excel Development No. 1 Well, also referred to as "Mega Well". It was established that Jorgensen Engineering is consulting with the State Engineer's Office (SEO) to determine the best process of integrating the Mega Well into the existing Town municipal water system.

Mr. Meagher gave a detailed update of the Pre-Treatment Building highlighting topics such as building construction, the approval of the General Contractor's Pay Application No. 4, and the Cambrian Innovation Equipment & Design Update.

Mr. Meagher concluded the engineering report by explaining the current updates with General Fund such as the submittal of the Federal Lands access Program

grant, construction standards for the water and sewer systems, the Planning and Zoning map update for the existing Town limits, the FY25 engineering and capital improvement budgets, and the SPET 6-Cent Tax.

c. Planning & Zoning Report – Sue Kolbas

Building Department Fee Schedule

The Planning & Zoning Report was conducted by Sue Kolbas. The points of interest that were presented to Town Council include the Tower proposed by Silver Star, The Variance Application which was submitted by Star Valley Health for a signage increase, and certified letters of non-compliance sent out to Lashcon and La Tienda Mexicana. Mr. Dan Schou, Planning and Zoning Commission Member, assisted Ms. Kolbas in the discussion of the certified letters of non-compliance.

d. Economic Development Report – Jeremiah Larsen

Councilman Larsen presented the Economic Development Report. The South Lincoln County Economic Development met up the previous week to discuss the Research and Economic Division with University of Wyoming projects with Terra Power and Inter Mountain Investments.

e. Utility Easement Update – Jeremiah Larsen

Councilman Larsen briefly went over the utility easements in the works in order to have access to the water towers.

f. Alpine Travel & Tourism Board Report – Jeremiah Larsen

The Alpine Travel And Tourism Board met on May 9th, Councilman Larsen highlighted a few items that were approved, such as, the Second Reading of grant application for the 2024 Music Series, "Music in the Mountains" sponsored by the Town of Alpine. Requested \$16,000 matches \$4,000, the Second Reading of grant application for ATAP for Grooming of trails twice a week for the 2024/2025 season. Requested \$ 9,600 match \$ 2,400, and the the Second Reading of grant application for Reimbursement funding for the Star Valley Trout Unlimited chapter for the second annual Fly-Fishing Film Festival Fundraiser. Requested \$ 5,352 matches \$1,200. The Third Reading will be held on June 6th, 2024 at 6:00 p.m.

g. Lincoln County Sheriff's Report – Submitted in writing.

Mayor Green yielded his time to Stephan Allen, Chief of Staff for Lincoln County Commissioners. Some goals addressed include transitioning into a more unified county in Economic Development. Various other county projects were addressed. Mr. Allen recognized the housing concerns in the area, regional transportation to Jackson Hole, and the support of the Charter School. He discussed various projects throughout different municipalities in Lincoln County.

6. ACTION ITEMS

The Lincoln County Sherriff's Report was submitted in writing.

a. Resolution No. 2024-021 - Petition for Annexation Alpine Lakes.

Seeking approval for Resolution No. 2024-021 - Petition for Annexation Alpine Lakes and authorization for Mayor Green to sign.

Motion to approve Resolution No. 2024-021 - Petition for Annexation Alpine Lakes.

Motion made by Councilman Dickerson, Seconded by Councilman Larsen.

Voting Yea: Councilman Larsen, Councilman Dickerson, Mayor Green, Councilman Castillo

b. Ordinance No. 2024-004 - Zyland Subdivision Annexation - 1st Reading.

Seeking approval on the 1st Reading of Ordinance No. 2024-004 - Zyland Subdivision Annexation.

Motion to approve the 1st Reading of Ordinance No. 2024-004 - Zyland Subdivision Annexation.

Motion made by Councilman Larsen, Seconded by Councilman Dickerson.

Voting Yea: Councilman Larsen, Councilman Dickerson, Mayor Green, Councilman Castillo

c. Resolution No. 2024-022 - Dead Horse Meadows Replat

Seeking approval for Resolution No. 2024-022 - Dead Horse Meadows Replat and authorization for Mayor Green to sign.

Motion to approve Resolution No. 2024-022 - Dead Horse Meadows Replat.

Motion made by Councilman Dickerson, Seconded by Councilman Larsen.

Voting Yea: Councilman Larsen, Councilman Dickerson, Mayor Green, Councilman Castillo

d. Ordinance No. 2024-003 - Building Department Fee Schedule - 2nd Reading.

Seeking approval of the 2nd Reading of Ordinance No. 2024-003 - Building Department Fee Schedule.

Motion to approve the 2nd Reading of Ordinance No. 2024-003 - Building Department Fee Schedule.

Motion made by Councilman Castillo, Seconded by Councilman Dickerson.

Voting Yea: Councilman Larsen, Councilman Dickerson, Mayor Green, Councilman Castillo.

e. Resolution No. 2024-020 - Special Purpose Tax Joint Resolution.

Seeking approval for Resolution No. 2024-020 - Special Purpose Tax Joint Resolution and authorization for Mayor Green to sign.

Motion to approve Resolution No. 2024-020 - Special Purpose Tax Joint Resolution.

Motion made by Councilman Larsen, Seconded by Councilman Dickerson.

Voting Yea: Councilman Larsen, Councilman Dickerson, Mayor Green, Councilman Castillo

f. Town of Alpine Public Works - Bid for Vehicle.

Seeking approval of the lowest bid for Town of Alpine Public Works Vehicle and authorize Mayor Green to sign the sales agreement.

The Town of Alpine held a bid opening for a Vehicle for the Public Works Department.

There was one bid received via email the bid was for a 2019 Ford F-350 Super Duty Truck. The bid for the truck as \$46,613.6. There is an option to add a 3 year 100,000 mile service contract for \$3,995.00. The service vehicle is located in Texas.

Motion to approve the bid for a 2019 Ford F-350 Super Duty Truck and authorize Mayor Green to sign the sales agreement. The Council decided to include the service contract. Motion was made by Councilman Dickerson and seconded by Councilman Larsen.

Voting Yea: Councilman Larsen, Councilman Dickerson, Mayor Green, Councilman Castillo.

Motion to amend the motion to include traveling costs making the total amount not to exceed \$54,000. Motion made by Councilman Dickerson and seconded by Councilman Larsen.

Voting Yea: Councilman Larsen, Councilman Dickerson, Mayor Green, Councilman Castillo.

g. Ordinance No. 2024-005 - Amended Budget FY 2024.

Seeking approval on the 2nd Reading of Ordinance No. 2024-005 - Amended Budget FY 2024.

Motion to approve the 2nd Reading of Ordinance No. 2024-005 - Amended Budget FY 2024.

Motion made by Councilman Larsen, Seconded by Councilman Dickerson.

Voting Yea: Councilman Larsen, Councilman Dickerson, Mayor Green, Councilman Castillo.

h. Ordinance No. 2024-006 - Budget FY 2025.

Seeking approval on the 2nd Reading of Ordinance No. 2024-006 - Budget FY 2025.

Motion to approve the 2nd Reading of Ordinance No. 2024-006 - Budget FY 2025.

Motion made by Councilman Dickerson, Seconded by Councilman Larsen.
 Voting Yea: Councilman Larsen, Councilman Dickerson, Mayor Green
 Voting Nay: Councilman Castillo.

i. **Alpine Charter School - Letter of Support**

Seeking a motion to allow Clerk Chenault to draft a letter of support for the application of a charter school that will serve the Town of Alpine and the greater community and authorized Mayor Green to sign it.

Motion to allow Clerk Chenault to draft a letter of support for the application of a charter school that will serve the Town of Alpine and the greater community and authorized Mayor Green to sign it.

Motion made by Councilman Larsen, Seconded by Councilman Dickerson.
 Voting Yea: Councilman Larsen, Councilman Dickerson, Mayor Green, Councilman Castillo

7. PUBLIC COMMENT

The meeting was opened for public comment. There was no public comment.

8. EXECUTIVE SESSION

At 9:15 p.m. Councilman Dickerson made a motion to enter executive session and Councilman Larsen seconded the motion.

Voting Yea: Councilman Larsen, Councilman Dickerson, Mayor Green, Councilman Castillo, Councilman Burchard

Councilman Dickerson made a motion to leave executive session and reopen the public meeting and Councilman Larsen seconded the motion.

Voting Yea: Councilman Larsen, Councilman Dickerson, Mayor Green, Councilman Castillo, Councilman Burchard.

9. ADJOURNMENT

Motion to adjourn the Town Council Regular Meeting. Motion made by Councilman Dickerson, Seconded by Councilman Castillo.

Voting Yea: Councilman Larsen, Councilman Dickerson, Mayor Green, Councilman Castillo.

Motion was adjourned at 10:11 p.m.

Minutes recorded by:

Publish Tracking:

Town Website:

Community Board:

Alpine Post Office:

Alpine Library:

Alpine Information Center:

Monica L. Chenault, Town Clerk

Minutes approved in a legally advertised meeting on 06, 18, 2024.

Signed:

Attest:

Eric Green, Mayor

Monica L. Chenault, Town Clerk



TOWN COUNCIL BID OPENING

May 21, 2024 at 6:45 PM

250 River Circle - Alpine, WY 83128

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<https://www.youtube.com/@townofalpine>

1. CALL TO ORDER - Mayor Green

Mayor Green called the public meeting to order at 6:45 p.m.

2. DISCUSSION ITEMS

a. Town of Alpine Public Works Department - Bid for Vehicle

There was one bid received via email the bid was for a 2019 Ford F-350 Super Duty Truck. The bid for the truck as \$46,613.6. There is an option to add a 3 year 100,000 mile service contract for \$3,995.00.

3. ADJOURNMENT

The meeting was closed at 7:01 p.m.

Minutes recorded by:

Monica L. Chenault, Town Clerk

Minutes approved in a legally advertised meeting on 06, 18, 2024.

Signed:

Attest:

Eric Green, Mayor

Monica L. Chenault, Town Clerk



TOWN COUNCIL MEETING - PUBLIC HEARING - ZYLAND ANNEXATION

May 21, 2024 at 6:00 PM
250 River Circle - Alpine, WY 83128

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YouTube LINK FOR LIVE FEED:

<https://www.youtube.com/@townofalpine>

1. CALL TO ORDER - Mayor Green

the May 21, 2024 Public Hearing was called to order at 6:15 p.m. by Mayor Green. Mayor Green asked Clerk Chenault to review the agenda items with the Council and the Public.

2. PUBLIC HEARING

a. Annexation Summary and Notice of Public Hearing Zyland Subdivision

Clerk Chenault testified that the Notice of Public Hearing requirements were met.

b. Annexation Report - Zyland

Clerk Chenault testified that the Annexation report is in the packet.

c. Petition Certification - Zyland

Clerk Chenault testified that the Petition certification was completed by Christine Wagner.

d. Annexation Hearing Checklist

Marlow Scherbel testified on behalf of the petitioner and gave a brief overview of the annexation petition. Attorney James Sanderson reviewed the statute requirement with the petitioner's representative and testimony was heard about if the requirements were met.

Mr. Scherbel responded to several questions on the road easement and utility easements that are needed, and it was found they were sufficient.

3. PUBLIC COMMENT

4. ADJOURNMENT

Mayor Green adjourned the Hearing at 6:30 p.m.

Minutes recorded by:

Monica L. Chenault, Town Clerk

Minutes approved in a legally advertised meeting on 06, 18, 2024.

Signed:

Attest:

Eric Green, Mayor

Monica L. Chenault, Town Clerk



TOWN COUNCIL BUDGET WORKSHOP

May 22, 2024 at 3:00 PM
250 River Circle - Alpine, WY 83128

MINUTES

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1. CALL TO ORDER - Mayor Green

2. DISCUSSION ITEMS

The following items were reviewed and discussed:

- DRAFT Capital Expenditures
- DRAFT Town Events:
- Treasurer's Worksheet
- Melody's Submittal
- Shay's Submittal
- DRAFT – Grants

3. ADJOURNMENT

Mayor Green adjourned the meeting at 5:00 p.m.

Minutes recorded by:

Monica L. Chenault, Town Clerk

Minutes approved in a legally advertised meeting on 06, 18, 2024.

Signed:

Attest:

Eric Green, Mayor

Monica L. Chenault, Town Clerk



TOWN COUNCIL BUDGET WORKSHOP

May 29, 2024 at 3:00 PM
250 River Circle - Alpine, WY 83128

MINUTES

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1. CALL TO ORDER - Mayor Green

2. DISCUSSION ITEMS

The following items were discussed:

a. General Fund Expenses

3. ADJOURNMENT

Mayor Green adjourned the meeting at 4:00 PM.

Minutes recorded by:

Monica L. Chenault, Town Clerk

Minutes approved in a legally advertised meeting on 06, 18, 2024.

Signed:

Attest:

Eric Green, Mayor

Monica L. Chenault, Town Clerk



TOWN COUNCIL WORK SESSION

June 04, 2024 at 7:00 PM
250 River Circle - Alpine, WY 83128

MINUTES

Notice - The video and audio for this meeting are streamed live to the public via the internet and mobile devices with views that encompass all areas, participants, and audience members. Please silence all electronic devices during the meeting. Comments made on YouTube will not be answered. Please email clerk@alpinewy.gov with any questions or comments.

YouTube LINK FOR LIVE FEED:

<https://www.youtube.com/@townofalpine>

1. CALL TO ORDER - Mayor Green

Mayor Green called the Work Session to order at 7:00 PM.

2. DISCUSSION ITEMS

a. Alpine Master Plan Draft

Mayor Green led a discussion on the Alpine Master Plan Draft.

- Attendees provided feedback and suggestions for improvement.

b. Alpine Comprehensive Plan Proposal

- Attendees discussed the key components and potential impact on the community.

c. Building Fee Discussion

- Attendees shared perspectives on current fee structures and proposed changes.

3. ADJOURNMENT

Minutes recorded by:

Monica L. Chenault, Town Clerk

Minutes approved in a legally advertised meeting on 06, 18, 2024.

Signed:

Attest:

Eric Green, Mayor

Monica L. Chenault, Town Clerk



PLANNING & ZONING MEETING MINUTES

May 28, 2024 at 7:00 PM

Meeting Type – Regular Meeting

1. CALL TO ORDER:

Christine Wagner, Zoning Administrator, called the Planning and Zoning Commission Meeting to order at 7:03 p.m.

2. ROLL CALL & ESTABLISH QUORUM:

Mrs. Wagner conducted roll call.

PRESENT: Planning & Zoning Commission Member Dan Schou, Planning & Zoning Vice Chairman, Susan Kolbas, Planning & Zoning Chairman Melisa Wilson.

3. TONIGHT'S APPOINTMENTS/ NEW BUSINESS:

- a. FLOYD, JOSH & AMY: Lot #19B Riverview Meadows, 341 Riverview Drive (#R1-02-24) - Single Family Residential Structure

Mr. Josh Floyd, the property owner, was afforded the floor to address the Planning and Zoning Commission. It was confirmed that all associated fees have been duly paid, HOA approval has been obtained, and site plan reviews by both the Zoning Administrator and the Residential Building Inspector have been completed.

Mr. Dan Schou made a motion to approve the Single-Family Residential Structure Permit Application #R1-02-24 and was seconded by Ms. Kolbas.

Voting Yea: Mr. Schou, Ms. Kolbas, Ms. Wilson

4. TABLED ITEMS:

- a. SCHARFENBERG, DAVID: Lot #143 – Alpine Meadows, 76 Primrose Court (#R1-01-24) – Single Family Residential Structure

Mr. David Scharfenberg joined the Planning and Zoning Commission Meeting remotely via Zoom. He addressed the Commission, confirming the completion of the plan review by Residential Building Inspector Dan Halstead. Additionally, Mr. Scharfenberg verified the adjustment of his site plan to include setback delineations and his acquisition of HOA approval.

Mr. Schou made a motion to approve the Single-Family Residential Structure Permit Application #R1-01-24 and was seconded by Ms. Kolbas. Voting Yea: Mr. Schou, Ms. Kolbas, Ms. Wilson.

- b. TIENDA LA MEXICANA (SALOMAN MARQUINA): Lot 608 Lakeview Estates “C”, 141 US Highway 89 (#RE-05-23) – Interior Remodel

No new updates were provided regarding permit application #RE-05-23. The Planning and Zoning Commission resolved to send a certified letter to the property owner, highlighting concerns pertaining to the following: Hood-related issues, Permitting matters, and Safety concerns.

Mr. Schou made a motion to keep permit #RE-05-23 on the table for the next Planning and Zoning Commission meeting which is scheduled for June 11th, 2024. The motion was seconded by Ms. Kolbas. Voting Yea: Mr. Schou, Ms. Kolbas, Ms. Wilson.

Planning/Zoning Discussion Items:

BRINZA, ADRIAN: Lot #40 Alpine Meadows, 537 Aster Loop (#R1-03-24) - Single Family Residential Structure

Mr. Adrian Brinza was given the opportunity to address the Planning and Zoning Commission regarding his permit application #R1-03-24. Dan Halstead, Residential Building Inspector, has not completed a plan review yet, as he missed the deadline. Ms. Wagner, Zoning Administrator completed the preliminary plan review, and determined that snow storage needs to be completed. Prior to the next Planning and Zoning Commission Meeting, scheduled June 11th, 2024. Permit Application #R1-03-24 will be added to the agenda for the next meeting.

Planning/Zoning Correspondence:

There was no Correspondence from the Commissioners.

5. UNFINISHED/ONGOING BUSINESS:

- Active Permits List

The active permits list was discussed amongst the Planning and Zoning Commission.

6. APPROVAL OF MINUTES:

P&Z Meeting Minutes for May 14th, 2024

- Planning & Zoning Commission Meeting Minutes - May 14th, 2024

The Planning and Zoning Commission Meeting Minutes from the May 14th, 2024 meeting was reviewed by the Commission. Mr. Schou made a motion to approve the May 14th Planning and Zoning Commission Minutes and the motion was seconded by Ms. Kolbas.

Voting Yea: Planning & Zoning Commission Member Schou, Planning & Zoning Vice Chairman Kolbas, Planning & Zoning Chairman Wilson

7. ADJOURN MEETING:

Mr. Schou made a motion to adjourn the the Planning and Zoning Commission Meeting. the motion was seconded by Ms. Kolbas. Voting Yea: Mr. Schou, Ms. Kolbas, Ms. Wilson. The Meeting was adjourned at 8:48 p.m.

*** Minutes are a summary of the meeting ***

Meeting minutes passed and approved:

Melisa Wilson

Melisa Wilson, Chairman

6-11-24

Date

Attest:

Christine Wagner

Christine Wagner, Planning & Zoning Administrator

June 11, 2024

Date

Transcribed By:

Sarah Greenwald

Sarah Greenwald

06-11-2024

Date

TOWN OF ALPINE
COMBINED CASH INVESTMENT
MAY 31, 2024

COMBINED CASH ACCOUNTS

01-10001	PETTY CASH	99.54
01-10002	CHECKING/1ST BANK-0919	2,820,534.62
01-10005	ALPINE MOUNTAIN DAYS - RF	.00
01-10006	XPRESS DEPOSIT ACCOUNT	23,702.22
01-10101	WATER CASH/CHECKING	162,222.12
01-10102	WATER CASH IN SAVINGS CONTINGE	.00
01-10201	WASTEWATER CASH IN BANK	358,394.60
01-10202	SEWER SAVINGS & RESERVES	.00
01-10203	SEWER SAVINGS (1ST NATIONAL)	.00
01-10205	SEWER RESERVE FOR REPLACEMENT	.00
01-10301	UNDEPOSITED FUNDS	470,699.43
01-10302	RETURN CHECK	200.00
01-10750	UTILITY MANAGEMENT CASH CLEAR	(2,428.44)
01-10760	AR CASH CLEARING	(5,397.00)
01-10770	COURT CASH CLEARING	(475.00)
01-11401	INVESTMENTS- CD	.00
01-11402	BANK OF ALPINE ARDA CD	80,172.56
01-11403	TOWN OF ALPINE CD - BOSV	17,624.81
01-11501	WATER WY CLASS 0002	638,682.30
01-11502	GENERAL WYOMING CLASS	115.54
01-11604	SEWER WYOMING CLASS 7208-8255	.00
01-11605	WW LPL CD TOYOTA FINANCIAL RF	249,000.00
01-11606	WW LPL STATE BANK CD RF	200,000.00
01-11607	WW LPL SWEEP CASH RF	2,102.51
01-11608	WW LPL UNREALIZED RF	(27,139.72)
TOTAL COMBINED CASH		4,988,110.09
01-20100	ACCOUNTS PAYABLE	1,507.35
01-22108	MOUNTAIN DAYS FUNDS - RF	(15,713.80)
01-10000	CASH ALLOCATED TO OTHER FUNDS	(4,973,903.64)
TOTAL UNALLOCATED CASH		.00

CASH ALLOCATION RECONCILIATION

10	ALLOCATION TO GENERAL FUND	2,545,925.29
51	ALLOCATION TO WATER FUND	1,120,319.42
52	ALLOCATION TO WASTEWATER FUND	1,307,658.93
70	ALLOCATION TO GENERAL FIXED ASSETS	.00
80	ALLOCATION TO DEBT SERVICE FUND	.00
TOTAL ALLOCATIONS TO OTHER FUNDS		4,973,903.64
ALLOCATION FROM COMBINED CASH FUND - 01-10000		(4,973,903.64)
ZERO PROOF IF ALLOCATIONS BALANCE		.00

TOWN OF ALPINE
BALANCE SHEET
MAY 31, 2024

GENERAL FUND

ASSETS

10-10000	CASH IN COMBINED FUND	2,545,925.29	
10-12100	ACCOUNTS RECEIVABLE	573.50	
10-12110	OTHER ACCOUNTS RECEIVABLE	53,942.94	
10-12200	TAXES RECEIVABLE	(14,189.07)	
10-12300	LEASE/RECAPTURE RECEIVABLE	2,089,891.51	
10-13100	INVENTORY	.00	
10-14100	PREPAID EXPENSES	.00	
10-15100	DUE FROM OTHER FUNDS	.00	
10-16000	SUSPENSE	(443.40)	
10-17000	REFUNDABLE BONDS	925.00	
TOTAL ASSETS			4,676,625.77

LIABILITIES AND EQUITY

LIABILITIES

10-20100	ACCOUNTS PAYABLE	(7,782.31)	
10-20300	RETAINAGE PAYABLE	5,912.40	
10-20400	SALES TAX PAYABLE	(.05)	
10-21100	DIRECT DEPOSIT LIABILITIES	.00	
10-21110	FEDERAL PAYROLL TAXES DUE	3,157.15	
10-21120	WYOMING PAYROLL TAXES DUE	(5,099.90)	
10-21200	RETIREMENT BENEFITS PAYABLE	5,691.69	
10-21210	MEDICAL INSURANCE PAYABLE	(16,065.82)	
10-21230	AFLAC PAYABLE	418.10	
10-21240	CHILD SUPPORT PAYABLE	(24.76)	
10-21300	RENT DEPOSITS HELD	4,000.00	
10-21400	ACCRUED VACATION/SICK LEAVE	22,187.00	
10-22100	FUTURE MAINT FERRY PEAK PARK	10,000.00	
10-22101	DOG SLED RACE	5,364.46	
10-22104	ARDA MOSQUITO ABATEMENT RESERV	974.43	
10-22106	AIR PARK COMMUNITY SUPPORT FUN	(10,000.00)	
10-22107	UNEARNED GRANTS	19,426.55	
10-22108	MOUNTAIN DAYS FUNDS - RF	(15,713.80)	
10-22109	OTHER RESTRICTED FUNDS	108,529.35	
10-22110	TRAVEL & TOURISM FUNDS - RF	.00	
TOTAL LIABILITIES			130,974.49

FUND EQUITY

10-28100	UNASSIGNED FUND BALANCE	1,157,485.79	
10-28110	ASSIGNED FUND BALANCE	.00	
10-28120	COMMITTED FUND BALANCE	.00	
10-28140	RESTRICTED FUND BALANCE	.00	
10-28200	FUND BALANCE MELVIN RECAPTURE	2,097,483.12	
UNAPPROPRIATED FUND BALANCE:			
REVENUE OVER EXPENDITURES - YTD		1,290,682.37	
BALANCE - CURRENT DATE			1,290,682.37

TOWN OF ALPINE
BALANCE SHEET
MAY 31, 2024

GENERAL FUND

TOTAL FUND EQUITY	4,545,651.28
TOTAL LIABILITIES AND EQUITY	4,676,625.77

TOWN OF ALPINE
REVENUES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING MAY 31, 2024

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCN'
<u>TAX REVENUE</u>					
10-31-100 PROPERTY TAX	.00	147,395.48	180,000.00	32,604.52	81.
10-31-110 MOTOR VEHICLE TAX	.00	64,339.87	60,000.00	(4,339.87)	107.
10-31-200 BASIC SALES & USE TAX	40,776.55	649,513.35	370,000.00	(279,513.35)	175.
10-31-210 LOCAL OPTIONS SALES & USE TAX	34,286.96	343,755.35	205,000.00	(138,755.35)	167.
10-31-220 GAS TAX	2,534.56	35,264.14	50,000.00	14,735.86	70.
10-31-225 SPECIAL FUELS TAX	1,030.45	5,796.12	.00	(5,796.12)	
10-31-230 CIG. TAX	615.89	8,617.37	11,000.00	2,382.63	78.
10-31-235 LODGING TAX	6,990.79	258,527.30	.00	(258,527.30)	
10-31-240 FRANCHISE TAX	255.50	15,257.67	14,000.00	(1,257.67)	109.
10-31-250 SEVERANCE TAX	.00	11,699.22	43,000.00	31,300.78	27.
10-31-260 MINERAL ROYALTIES	.00	104,934.53	97,000.00	(7,934.53)	108.
10-31-270 DIRECT DISTRIBUTION	.00	259,234.64	259,000.00	(234.64)	100.
TOTAL TAX REVENUE	86,490.70	1,904,335.04	1,289,000.00	(615,335.04)	147
<u>LICENSES AND PERMITS</u>					
10-32-100 BUSINESS LICENSE	1,095.00	20,015.00	18,000.00	(2,015.00)	111
10-32-110 LIQUOR LICENSE	403.76	7,778.76	8,000.00	221.24	97
10-32-120 BUILDING PERMITS	18,278.50	90,155.33	35,000.00	(55,155.33)	257
10-32-130 DOG & CAT LICENSE	227.50	267.50	400.00	132.50	66
TOTAL LICENSES AND PERMITS	20,004.76	118,216.59	61,400.00	(56,816.59)	192
<u>CHARGES FOR SERVICES</u>					
10-33-100 RENTS	22,593.22	191,023.37	217,000.00	25,976.63	88
10-33-110 NOT., FAX, COPIES, ETC.	.00	244.83	10.00	(234.83)	2448
10-33-120 UTILITIES	.00	.00	1,500.00	1,500.00	
10-33-125 VISITOR CENTER REVENUE	1,402.50	16,630.98	35,000.00	18,369.02	47
10-33-130 EVENTS REVENUE	3,930.00	7,961.16	.00	(7,961.16)	
10-33-135 MOUNTAIN DAYS REVENUE	(320.00)	(320.00)	.00	320.00	
TOTAL CHARGES FOR SERVICES	27,605.72	215,540.34	253,510.00	37,969.66	85
<u>INTERGOVERNMENTAL REVENUE</u>					
10-34-100 LOTTERY	.00	17,287.86	17,000.00	(287.86)	101
10-34-200 GRANT INCOME	.00	733,035.32	1,059,000.00	325,964.68	69
TOTAL INTERGOVERNMENTAL REVENUE	.00	750,323.18	1,076,000.00	325,676.82	69

TOWN OF ALPINE
REVENUES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING MAY 31, 2024

GENERAL FUND		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCN
FINES & PENALTIES						
10-35-100	CITATIONS	655.00	1,575.00	1,000.00	(575.00)	157.
	TOTAL FINES & PENALTIES	655.00	1,575.00	1,000.00	(575.00)	157.
OTHER REVENUE						
10-38-100	INTEREST INCOME	10,856.09	63,762.72	4,000.00	(59,762.72)	1594.
10-38-200	CONTRIBUTIONS	.00	35,378.00	.00	(35,378.00)	
10-38-700	LOAN PROCEEDS	.00	.00	210,000.00	210,000.00	
10-38-800	OTHER INCOME	75.00	67,061.15	.00	(67,061.15)	
10-38-900	PROCEEDS FROM ASSET SALES	.00	.00	30,000.00	30,000.00	
	TOTAL OTHER REVENUE	10,931.09	166,201.87	244,000.00	77,798.13	68
	TOTAL FUND REVENUE	145,687.27	3,156,192.02	2,924,910.00	(231,282.02)	107

TOWN OF ALPINE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING MAY 31, 2024

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCN
<u>MAYOR & COUNCIL</u>					
10-41-110 ELECTED OFFICER SALARIES	2,446.16	28,153.92	35,000.00	6,846.08	80
10-41-210 PAYROLL TAXES	181.87	923.87	.00	(923.87)	
10-41-220 HEALTH INSURANCE	(176.93)	2,682.28	.00	(2,682.28)	
10-41-397 MILEAGE	.00	.00	.00	.00	
TOTAL MAYOR & COUNCIL	2,451.10	31,760.07	35,000.00	3,239.93	90
<u>ADMINISTRATION</u>					
10-42-110 ADMIN SALAIRES	13,251.41	235,815.99	260,000.00	24,184.01	90
10-42-115 COMPENSATED ABSENCES - EMPLOYE	.00	.00	.00	.00	
10-42-210 ADMIN PAYROLL TAXES	1,047.99	28,269.65	.00	(28,269.65)	
10-42-220 ADMIN MEDICAL BENEFITS	464.28	41,088.74	.00	(41,088.74)	
10-42-230 ADMIN RETIREMENT	3,011.69	46,323.85	.00	(46,323.85)	
10-42-240 ADMIN HUMAN RESOURCES	.00	1,218.17	.00	(1,218.17)	
10-42-314 WEBSITE	.00	10,718.75	20,000.00	9,281.25	53
10-42-315 PROFESSIONAL SERVICES	10,007.50	143,224.27	110,000.00	(33,224.27)	130
10-42-325 LEASE & RENT	.00	1,735.21	6,000.00	4,264.79	28
10-42-335 SOFTWARE AND IT	2,205.40	17,013.15	.00	(17,013.15)	
10-42-340 TELEPHONE/FAX	338.41	499.73	8,000.00	7,500.27	6
10-42-345 OFFICE EQUIPMENT	307.22	2,357.73	.00	(2,357.73)	
10-42-350 ADVERTISING	(651.00)	4,977.23	5,000.00	22.77	99
10-42-360 DUES & MEMBERSHIPS	.00	5,784.54	4,800.00	(984.54)	120
10-42-370 MERCHANT FEES/BANK CHARGES	221.99	7,022.51	5,000.00	(2,022.51)	140
10-42-380 LIABILITY POOL INSURANCE	.00	8,428.00	.00	(8,428.00)	
10-42-381 OTHER INSURANCE	.00	3,348.85	13,000.00	9,651.15	25
10-42-390 ADMIN EDUCATION & TRAINING	.00	1,898.83	2,000.00	101.17	94
10-42-395 ADMIN TRAVEL	80.40	3,217.90	5,000.00	1,782.10	64
10-42-405 ADMIN POSTAGE	199.85	1,181.81	.00	(1,181.81)	
10-42-410 ADMIN OFFICE SUPPLIES	1,893.08	27,357.51	35,000.00	7,642.49	75
10-42-415 OTHER EXPENSES	188.00	(2,413.42)	.00	2,413.42	
10-42-454 ADMIN VEHICLE FUEL	.00	.00	.00	.00	
TOTAL ADMINISTRATION	32,566.22	589,069.00	473,800.00	(115,269.00)	124

TOWN OF ALPINE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING MAY 31, 2024

GENERAL FUND					
	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCN
<u>COURT</u>					
10-45-100 JUDGE SALARY	.00	2,016.00	5,000.00	2,984.00	40
10-45-110 COURT CLERK SALARY	98.28	1,106.28	.00	(1,106.28)	
10-45-210 COURT PAYROLL TAXES	7.31	84.41	.00	(84.41)	
10-45-220 COURT MEDICAL BENEFITS	.00	.00	.00	.00	
10-45-230 COURT RETIREMENT	17.74	17.74	.00	(17.74)	
10-45-311 COURT LEGAL & PROFESSIONAL	.00	2,787.00	5,000.00	2,213.00	55
10-45-335 COURT IT	.00	75.00	.00	(75.00)	
10-45-395 COUT RTRAINING & TRAVEL EXP	.00	336.01	.00	(336.01)	
10-45-410 COURT OFFICE SUPPLIES - POST	.00	.00	200.00	200.00	
10-45-411 COURT SOFTWARE	340.89	892.66	.00	(892.66)	
TOTAL COURT	464.22	7,315.10	10,200.00	2,884.90	71
<u>TRAVEL & TOURISM</u>					
10-48-100 TRAVEL & TOURISM WAGES	168.48	435.24	.00	(435.24)	
10-48-210 TRAVEL & TOURISM PAYROLL TAXES	12.27	31.67	.00	(31.67)	
10-48-220 TOURISM BOARD MEDICAL BENEFIT	.00	19.81	.00	(19.81)	
10-48-230 TOURISM BOARD RETIREMENT	31.37	81.04	.00	(81.04)	
10-48-315 TRAVEL & TOURSIM PROFESSIONAL	.00	.00	.00	.00	
10-48-410 TRAVEL & TOURISM SUPPLIES	33.25	66.50	.00	(66.50)	
10-48-415 TRAVEL & TOURISM GRANT AWARDS	.00	.00	.00	.00	
TOTAL TRAVEL & TOURISM	245.37	634.26	.00	(634.26)	
<u>PLANNING & ZONING</u>					
10-50-110 P & Z WAGES	7,624.74	50,677.12	122,000.00	71,322.88	41
10-50-120 P & Z UTILITIES	117.79	1,378.19	.00	(1,378.19)	
10-50-210 P & Z PAYROLL TAXES	602.83	2,443.51	.00	(2,443.51)	
10-50-220 P & Z MEDICAL BENEFITS	263.52	3,482.71	.00	(3,482.71)	
10-50-230 P & Z RETIREMENT	1,603.78	3,423.82	.00	(3,423.82)	
10-50-315 P & Z INSPECTIONS (OUT SIDE)	.00	.00	.00	.00	
10-50-331 P & Z LEGAL & PROFESSIONAL	623.75	33,977.50	.00	(33,977.50)	
10-50-335 P & Z IT	100.00	150.00	.00	(150.00)	
10-50-350 P & Z ADVERTISING	598.50	598.50	.00	(598.50)	
10-50-395 P & Z TRAINING & TRAVEL	.00	160.00	.00	(160.00)	
10-50-397 P & Z MILEAGE	28.74	161.39	.00	(161.39)	
10-50-410 P & Z OFFICE SUPPLIES & STAMPS	161.49	4,481.58	.00	(4,481.58)	
10-50-411 P & Z SOFTWARE	340.89	1,464.19	.00	(1,464.19)	
TOTAL PLANNING & ZONING	12,066.03	102,398.51	122,000.00	19,601.49	83

TOWN OF ALPINE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING MAY 31, 2024

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCN
<u>INFORMATION CENTER</u>					
10-52-110 INFORMATION CENTER S & W	2,906.28	12,363.84	.00	(12,363.84)	
10-52-210 INFO CENTER - PAYROLL TAXES	213.72	879.73	.00	(879.73)	
10-52-220 INFO CENTER - MEDICAL BENEFITS	116.32	1,353.84	.00	(1,353.84)	
10-52-230 INFORMATION CENTER RETIREMENT	569.42	2,273.62	.00	(2,273.62)	
10-52-335 SOFTWARE AND IT	.00	550.00	.00	(550.00)	
10-52-410 INFORMATION CENTER SUPPLIES	1,320.99	5,547.19	2,000.00	(3,547.19)	277
10-52-451 INFORMATION CENTER COGS	3,500.76	6,956.57	.00	(6,956.57)	
10-52-452 UTILITIES	37.42	210.75	.00	(210.75)	
TOTAL INFORMATION CENTER	8,664.91	30,135.54	2,000.00	(28,135.54)	1506
<u>STREETS</u>					
10-54-110 STREETS SALARY & WAGES	1,880.33	66,096.82	275,000.00	208,903.18	24
10-54-111 SNOW REMOVAL SALARY & WAGES	.00	16,375.98	.00	(16,375.98)	
10-54-210 STREETS PAYROLL TAXES	138.98	4,078.05	.00	(4,078.05)	
10-54-211 SNOW PAYROLL TAXES	.00	.00	.00	.00	
10-54-220 STREETS MEDICAL BENIFITS	226.43	3,322.22	.00	(3,322.22)	
10-54-221 SNOW MEDICAL BENEFITS	.00	.00	.00	.00	
10-54-230 STREETS RETIREMENT	1,233.63	8,787.65	.00	(8,787.65)	
10-54-231 SNOW REMOVAL RETIREMENT	.00	.00	.00	.00	
10-54-315 STREETS PROFESSIONAL SERVICES	.00	.00	.00	.00	
10-54-333 REPAIRS & MAINT. - STREETS	2,650.19	40,409.34	75,000.00	34,590.66	53
10-54-334 REPAIRS & MAINT. - SNOW REMOVA	3,337.50	4,196.94	.00	(4,196.94)	
10-54-350 STREETS EQUIPMENT R & M	2,479.81	26,242.77	.00	(26,242.77)	
10-54-351 SNOW REMOVAL EQUIPMENT R & M	.00	21,826.60	.00	(21,826.60)	
10-54-400 STREETS - TOOLS & EQUIPMENT	656.00	656.00	.00	(656.00)	
10-54-410 OPS SUPPLIES - STREETS	.00	4,407.78	10,750.00	6,342.22	41
10-54-411 OPS SUPPLIES - SNOW REMOVAL	.00	2,414.43	60,000.00	57,585.57	4
10-54-445 STREETS SIGNS	1,030.32	3,076.77	.00	(3,076.77)	
10-54-454 FUEL - STREETS	.00	4,270.98	.00	(4,270.98)	
10-54-455 FUEL - SNOW REMOVAL	.00	11,500.20	.00	(11,500.20)	
TOTAL STREETS	13,633.19	217,662.53	420,750.00	203,087.47	51
<u>LAW ENFORCEMENT</u>					
10-56-110 CODE ENFORCEMENT SALARY	972.00	17,631.56	35,000.00	17,368.44	50
10-56-210 CODES PAYROLL TAXES	74.37	779.09	.00	(779.09)	
10-56-220 CODES MEDICAL BENEFITS	.00	.00	.00	.00	
10-56-230 CODES RETIREMENT	.00	40.21	.00	(40.21)	
10-56-319 COUNTY OFFICER CONTRACT & COMM	15,606.50	67,882.50	79,320.00	11,437.50	85
10-56-410 CODES OFFICE SUPPLIES	.00	219.98	.00	(219.98)	
10-56-415 CODES OTHER EXPENSES	.00	.00	.00	.00	
10-56-452 CODES UTILITIES	117.80	593.79	1,000.00	406.21	59
10-56-454 CODES FUEL & MILEAGE	169.85	298.71	.00	(298.71)	
TOTAL LAW ENFORCEMENT	16,940.52	87,445.84	115,320.00	27,874.16	79

TOWN OF ALPINE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING MAY 31, 2024

GENERAL FUND					
	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCN
FACILITIES					
10-58-110 FACILITIES SALARY & WAGES	3,253.62	10,757.52	.00 (10,757.52)	
10-58-210 FACILITIES - PAYROLL TAX	245.64	814.35	.00 (814.35)	
10-58-220 FACILITIES - MEDICAL BENEFITS	.00	320.06	.00 (320.06)	
10-58-230 FACILITIES - RETIREMENT	649.89	1,842.91	.00 (1,842.91)	
10-58-330 FACILITIES - TOWN HALL R & M	769.24	21,814.63	1,000.00 (20,814.63)	2181
10-58-332 FACILITIES - C.C. R & M	1,454.07	16,505.30	40,000.00	23,494.70	41
10-58-334 FACILITIES - SHOP R & M	140.24	1,829.28	.00 (1,829.28)	
10-58-335 FACILITIES SOFTWARE AND IT	1,440.89	1,590.89	.00 (1,590.89)	
10-58-336 FACILITIES - MC BLDG R & M	20.00	393.82	.00 (393.82)	
10-58-360 FACILITIES - CDC R & M	.00	11,092.02	.00 (11,092.02)	
10-58-380 FACILITIES - RENTAL SIDE OF TH	.00	316.16	.00 (316.16)	
10-58-400 FACILITIES TOOLS & EQUIPMENT	373.25	373.25	.00 (373.25)	
10-58-410 SHOP SUPPLIES	246.64	3,400.43	.00 (3,400.43)	
10-58-411 CIVIC CENTER SUPPLIES	.00	40.34	.00 (40.34)	
10-58-450 FACILITIES - T.H. UTILITIES	183.14	4,296.81	6,000.00	1,703.19	71
10-58-452 FACILITIES - C.C. UTILITIES	2,283.29	17,374.35	18,000.00	625.65	96
10-58-454 FACILITIES - SHOP UTILITIES	1,301.47	12,325.48	20,000.00	7,674.52	61
10-58-456 FACILITIES - MC UTILITIES	37.12	3,510.31	.00 (3,510.31)	
10-58-540 FACILITIES - TOWN INSURANCE	.00	.00	.00	.00	
10-58-542 FACILITIES - SHOP INSURANCE	.00	.00	.00	.00	
10-58-544 FACILITIES - C.C. INSURANCE	.00	.00	.00	.00	
10-58-546 FACILITIES - M.C. INSURANCE	.00	.00	.00	.00	
TOTAL FACILITIES	12,398.50	108,597.91	85,000.00 (23,597.91)	127
PARKS					
10-65-110 PARKS SALARIES & WAGES	3,910.61	22,570.46	66,000.00	43,429.54	34
10-65-210 PARKS PAYROLL TAXES	295.25	713.95	.00 (713.95)	
10-65-220 PARKS MEDICAL BENEFITS	.00	212.13	.00 (212.13)	
10-65-230 PARKS RETIREMENT	706.56	935.81	.00 (935.81)	
10-65-315 PARKS PROFESSIONAL SERVICES	.00	.00	.00	.00	
10-65-332 PARKS REPAIRS & MAINT.	29.30	34,294.25	30,000.00 (4,294.25)	114
10-65-340 PARKS OUTSIDE SERVICES/SUB CON	.00	.00	.00	.00	
10-65-450 PARKS - VEHICLES, TOOLS, & EQU	.00	357.51	.00 (357.51)	
10-65-452 PARKS UTILITIES	38.22	14,528.47	11,000.00 (3,528.47)	132
10-65-454 PARKS FUEL	.00	591.13	2,500.00	1,908.87	23
TOTAL PARKS	4,979.94	74,203.71	109,500.00	35,296.29	67

TOWN OF ALPINE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING MAY 31, 2024

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCN
<u>EVENTS</u>					
10-66-110 EVENTS SALARIES & WAGES	259.74	568.62	.00 (568.62)	
10-66-210 EVENTS PAYROLL TAXES	19.32	41.75	.00 (41.75)	
10-66-220 EVENTS MEDICAL BENEFITS	.00	54.93	.00 (54.93)	
10-66-230 EVENTS RETIREMENT	48.70	104.38	.00 (104.38)	
10-66-420 RECREATION BOARD EXPENSES	.00	25,971.33	15,000.00 (10,971.33)	173
10-66-421 4TH OF JULY EXPENSES	.00	15,700.00	17,500.00	1,800.00	89
10-66-422 CHRISTMAS LIGHT EXPENSES	.00	2,513.28	.00 (2,513.28)	
10-66-423 PUMPKIN PATCH EXPENSES	.00	743.70	500.00 (243.70)	148
10-66-424 TRUNK OR TREAT EXPENSES	.00	.00	250.00	250.00	
10-66-425 SANTA EXPENSES	.00	140.38	1,500.00	1,359.62	9
10-66-426 WINTER JUBILEE EXPENSES	50.00	7,393.62	1,000.00 (6,393.62)	739
10-66-427 DOG SLED RACE EXPENSES	.00	93.29	.00 (93.29)	
10-66-428 EASTER EGG HUNT EXPENSES	556.00	1,449.02	1,500.00	50.98	96
10-66-429 SPRING CLEANUP EXPENSES	135.00	135.00	.00 (135.00)	
10-66-430 MOUNTAIN DAYS EXPENSES	835.00	2,785.00	500.00 (2,285.00)	557
10-66-431 MUSIC SERIES EXPENSES	.00	.00	.00	.00	
10-66-450 OTHER EVENTS EXPENSES	169.65	169.65	36,500.00	36,330.35	
TOTAL EVENTS	2,073.41	57,863.95	74,250.00	16,386.05	77
<u>BUSINESS & COMMUNITY DEV</u>					
10-70-315 BUSINESS & COMMUNITY DEVELOPME	132.35	12,384.46	32,250.00	19,865.54	38
TOTAL BUSINESS & COMMUNITY DEV	132.35	12,384.46	32,250.00	19,865.54	38
<u>DEPARTMENT 82</u>					
10-82-335 SOFTWARE AND IT	.00	.00	.00	.00	
TOTAL DEPARTMENT 82	.00	.00	.00	.00	
<u>DEPARTMENT 83</u>					
10-83-335 SOFTWARE AND IT	.00	.00	.00	.00	
TOTAL DEPARTMENT 83	.00	.00	.00	.00	
<u>CAPITAL OUTLAY</u>					
10-90-540 CAPITAL EXPENDITURES	.00	337,089.47	1,360,000.00	1,022,910.53	24
10-90-545 SS4A PROJECT EXPENSES	.00	.00	.00	.00	
TOTAL CAPITAL OUTLAY	.00	337,089.47	1,360,000.00	1,022,910.53	24

TOWN OF ALPINE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING MAY 31, 2024

		GENERAL FUND				
		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCN'
DEBT SERVICE						
10-95-620	DEBT SERVICE LOAN PRINCIPAL	2,056.52	169,199.64	220,000.00	50,800.36	76.
10-95-630	DEBT SERVICE LOAN INTEREST	480.55	39,749.66	60,000.00	20,250.34	66.
TOTAL DEBT SERVICE		2,537.07	208,949.30	280,000.00	71,050.70	74
TOTAL FUND EXPENDITURES		109,152.83	1,865,509.65	3,120,070.00	1,254,560.35	59
NET REVENUE OVER EXPENDITURES		36,534.44	1,290,682.37	(195,160.00)	(1,485,642.37)	661

TOWN OF ALPINE
BALANCE SHEET
MAY 31, 2024

WATER FUND

ASSETS			
51-10000	CASH IN COMBINED FUND	1,120,319.42	
51-11110	GRANTS RECEIVABLE	.00	
51-12100	ACCOUNTS RECEIVABLE	.00	
51-12110	OTHER ACCOUNTS RECEIVABLE	.00	
51-15100	DUE TO/FROM OTHER FUNDS	(21,521.66)	
51-16000	SUSPENSE	60.03	
51-17100	EQUIPMENT	36,925.45	
51-17110	VEHICLES	65,022.00	
51-17120	WATER SYSTEM	4,333,005.59	
51-17130	WATER LINES	114,615.58	
51-17140	NORTH ALPINE WATER SYSTEM	2,427,168.52	
51-17200	ACCUMULATED DEPRECIATION	(2,006,649.47)	
TOTAL ASSETS			6,068,945.46
LIABILITIES AND EQUITY			
LIABILITIES			
51-20100	ACCOUNTS PAYABLE	1,754.68	
51-20110	RETAINAGE PAYABLE	.00	
51-22300	WJW FUTURE TAP FEES N-ALPINE	693,282.52	
51-25100	CURRENT MATURITIES OF DEBT	.00	
TOTAL LIABILITIES			695,037.20
FUND EQUITY			
51-27210	DWSRF # 117 SLIB FOR TRM	57,263.78	
51-27220	DWSRF LOAN # 64 WELL REHAB	64,844.88	
51-27230	FIRST BANK LOAN 11/1/16	65,750.62	
UNAPPROPRIATED FUND BALANCE:			
51-29100	UNRESTRICTED NET ASSETS	598,152.41	
51-29140	RESERVED NET ASSETS	.00	
51-29150	NET ASSETS INVESTED IN CAPITAL	.00	
51-29200	CONTRIBUTED CAPITAL	4,597,599.70	
	REVENUE OVER EXPENDITURES - YTD	(9,703.13)	
BALANCE - CURRENT DATE		5,186,048.98	
TOTAL FUND EQUITY			5,373,908.26
TOTAL LIABILITIES AND EQUITY			6,068,945.46

TOWN OF ALPINE
REVENUES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING MAY 31, 2024

		WATER FUND				
		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCN
OPERATING REVENUE						
51-33-100	WATER USAGE FEES	42,023.32	462,773.77	509,000.00	46,226.23	90.
51-33-105	ALPINE UTILITY DISTRICT USAGE	.00	.00	.00	.00	
51-33-110	BULK WATER SALES	.00	100.00	.00	(100.00)	
51-33-120	TRANSFER FEES	1,078.66	1,723.40	5,000.00	3,276.60	34.
51-33-200	DISCONNECT/RECONNECT FEES	5,000.00	5,010.71	.00	(5,010.71)	
51-33-400	CONNECTION FEES	8,600.00	52,810.00	29,000.00	(23,810.00)	182
TOTAL OPERATING REVENUE		56,701.98	522,417.88	543,000.00	20,582.12	96
GRANT INCOME						
51-34-100	GRANT REVENUE	18,535.00	18,535.00	470,100.00	451,565.00	3
51-34-200	LOAN PROCEEDS	.00	.00	315,000.00	315,000.00	
TOTAL GRANT INCOME		18,535.00	18,535.00	785,100.00	766,565.00	2
OTHER INCOME						
51-38-300	MISC. INCOME	.00	(8,071.39)	.00	8,071.39	
51-38-310	INTEREST INCOME	272.57	33,728.10	5,000.00	(28,728.10)	674
TOTAL OTHER INCOME		272.57	25,656.71	5,000.00	(20,656.71)	513
TOTAL FUND REVENUE		75,509.55	566,609.59	1,333,100.00	766,490.41	42

TOWN OF ALPINE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING MAY 31, 2024

WATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCN
<u>ADMINISTRATION</u>					
51-42-110 ADMIN SALARIES & WAGES	1,388.46	4,097.40	.00	(4,097.40)	
51-42-210 ADMIN PAYROLL TAXES	106.25	308.22	.00	(308.22)	
51-42-220 ADMIN MEDICAL BENEFITS	.00	332.75	.00	(332.75)	
51-42-230 ADMIN RETIREMENT	306.00	700.97	.00	(700.97)	
51-42-315 ADMIN PROFESSIONAL SERVICES	6,709.75	29,677.99	35,000.00	5,322.01	84
51-42-360 DUES & MEMBERSHIPS	.00	.00	.00	.00	
51-42-370 BANK CHARGES	483.96	1,552.69	.00	(1,552.69)	
51-42-375 BAD DEBT	.00	.00	.00	.00	
51-42-380 INSURANCE	.00	9,812.38	.00	(9,812.38)	
51-42-395 TRAVEL	1,053.60	1,375.82	3,000.00	1,624.18	45
51-42-405 POSTAGE	200.00	1,387.50	.00	(1,387.50)	
51-42-410 OFFICE & MISCELLANEOUS	269.99	6,308.40	30,000.00	23,691.60	21
TOTAL ADMINISTRATION	10,518.01	55,554.12	68,000.00	12,445.88	81
<u>FIELD OPS</u>					
51-80-110 FO SALARIES & WAGES	8,928.36	172,266.80	170,000.00	(2,266.80)	101
51-80-210 FO PAYROLL TAXES	665.53	4,385.47	.00	(4,385.47)	
51-80-220 FO MEDICAL BENEFITS	(190.62)	6,718.83	.00	(6,718.83)	
51-80-230 FO RETIREMENT	1,631.95	8,547.05	.00	(8,547.05)	
51-80-315 PROFESSIONAL SERVICES	.00	16,982.50	.00	(16,982.50)	
51-80-320 TESTING	199.00	3,291.78	5,000.00	1,708.22	65
51-80-325 RENT	.00	30,332.81	29,000.00	(1,332.81)	104
51-80-332 REPAIRS & MAINTENANCE	438.50	23,647.51	12,000.00	(11,647.51)	197
51-80-335 SOFTWARE AND IT	340.89	6,261.92	.00	(6,261.92)	
51-80-395 TRAVEL & EDUCATION	1,055.73	1,465.71	.00	(1,465.71)	
51-80-400 TOOLS & EQUIPMENT	.00	.00	.00	.00	
51-80-420 OPERATION PARTS & SUPPLIES	660.54	86,434.38	140,000.00	53,565.62	61
51-80-430 CHEMICALS	1,375.00	2,475.00	15,000.00	12,525.00	16
51-80-452 UTILITIES (DISTRIBUTION)	371.06	26,714.32	45,000.00	18,285.68	59
51-80-453 UTILITIES WELLS (GENERATION)	2,022.76	3,695.84	.00	(3,695.84)	
51-80-454 FUEL	588.74	4,438.43	10,000.00	5,561.57	44
51-80-800 DEPRECIATION EXPENSE	.00	42,000.00	120,000.00	78,000.00	35
TOTAL FIELD OPS	18,087.44	439,658.35	546,000.00	106,341.65	80
<u>CAPITAL OUTLAY</u>					
51-90-540 CAPITAL OUTLAY	.00	30,680.57	833,500.00	802,819.43	3
51-90-545 RADIO READ PROJECT	10,137.50	26,990.00	.00	(26,990.00)	
TOTAL CAPITAL OUTLAY	10,137.50	57,670.57	833,500.00	775,829.43	6

TOWN OF ALPINE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING MAY 31, 2024

		WATER FUND				
		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCN
DEBT SERVICE						
51-95-620	PRINCIPAL REPAYMENTS	.00	23,429.68	29,000.00	5,570.32	80
51-95-630	INTEREST EXPENSE	.00	.00	35,000.00	35,000.00	
TOTAL DEBT SERVICE		.00	23,429.68	64,000.00	40,570.32	36
TOTAL FUND EXPENDITURES		38,742.95	576,312.72	1,511,500.00	935,187.28	38
NET REVENUE OVER EXPENDITURES		36,766.60	(9,703.13)	(178,400.00)	(168,696.87)	(5

TOWN OF ALPINE
BALANCE SHEET
MAY 31, 2024

WASTEWATER FUND

ASSETS		
52-10000	CASH IN COMBINED FUND	1,307,658.93
52-11100	ACCOUNTS RECEIVABLE	122,532.50
52-11110	GRANTS RECEIVABLE	.00
52-12110	OTHER ACCOUNTS RECEIVABLE	6,024.00
52-15100	DUE TO/FROM OTHER FUNDS	(4,500.00)
52-17100	EQUIPMENT	26,554.50
52-17110	WASTEWATER SYSTEM	750,402.17
52-17120	WASTEWATER COLLECTION SYSTEM	4,693,160.00
52-17130	WASTEWATER TREATMENT PLANT	7,730,475.10
52-17140	NORTH ALPINE WAST WATER SYSTEM	2,268,874.42
52-17190	LAND	473,736.04
52-17200	ACCUMULATED DEPRECIATION	(2,019,736.69)
TOTAL ASSETS		15,355,180.97
LIABILITIES AND EQUITY		
LIABILITIES		
52-20100	ACCOUNTS PAYABLE	57,537.00
52-20110	RETAINAGE PAYABLE	.00
52-21200	ACCRUED INTEREST	.00
52-25100	CURRENT MATURITIES OF DEBT	.00
TOTAL LIABILITIES		57,537.00
FUND EQUITY		
52-27100	CWSRF LOAN #071	123,856.68
52-27110	CWSRF LOAN 080	2,456,641.25
52-27300	WJW FUTURE TAP FEES N-ALPINE	1,251,496.46
UNAPPROPRIATED FUND BALANCE:		
52-29100	UNRESTRICTED NET ASSETS	958,223.04
52-29140	RESERVED NET ASSETS	.00
52-29150	NET ASSETS INVESTED IN CAPITAL	.00
52-29200	CONTRIBUTED CAPITAL	11,123,073.20
	REVENUE OVER EXPENDITURES - YTD	(615,646.66)
BALANCE - CURRENT DATE		11,465,649.58
TOTAL FUND EQUITY		15,297,643.97
TOTAL LIABILITIES AND EQUITY		15,355,180.97

TOWN OF ALPINE
REVENUES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING MAY 31, 2024

WASTEWATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCN
<u>OPERATING REVENUE</u>					
52-33-100 MONTHLY SERVICE FEES	45,631.40	520,028.33	525,000.00	4,971.67	99.
52-33-200 CONNECTION FEES	9,646.73	92,393.61	75,000.00	(17,393.61)	123.
TOTAL OPERATING REVENUE	55,278.13	612,421.94	600,000.00	(12,421.94)	102.
<u>GRANT INCOME</u>					
52-34-100 GRANT INCOME	750,000.00	1,345,150.00	1,692,627.00	347,477.00	79.
TOTAL GRANT INCOME	750,000.00	1,345,150.00	1,692,627.00	347,477.00	79.
<u>OTHER INCOME</u>					
52-38-100 INTEREST INCOME	804.65	16,495.23	10,000.00	(6,495.23)	165.
52-38-200 MISC INCOME	.00	2,185.16	667,000.00	664,814.84	
52-38-300 UNREALIZED GAIN/LOSS	.00	(28,459.71)	.00	28,459.71	
TOTAL OTHER INCOME	804.65	(9,779.32)	677,000.00	686,779.32	(1
TOTAL FUND REVENUE	806,082.78	1,947,792.62	2,969,627.00	1,021,834.38	65.

TOWN OF ALPINE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING MAY 31, 2024

WASTEWATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCN
ADMINISTRATION					
52-42-110 ADMIN SALARIES & WAGES	723.06	12,532.65	.00 (12,532.65)	
52-42-210 ADMIN PAYROLL TAXES	53.45	920.33	.00 (920.33)	
52-42-220 ADMIN MEDICAL BENEFITS	.00	2,659.61	.00 (2,659.61)	
52-42-230 ADMIN RETIRMENT	833.53	871.84	.00 (871.84)	
52-42-315 PROFESSIONAL SERVICES	.00	21,930.64	50,000.00	28,069.36	43
52-42-370 BANK CHARGES	483.98	483.98	.00 (483.98)	
52-42-375 BAD DEBT	.00	97,458.32	.00 (97,458.32)	
52-42-380 INSURANCE	.00	19,329.08	17,000.00 (2,329.08)	113
52-42-405 POSTAGE	200.00	387.50	.00 (387.50)	
52-42-410 OFFICE & MISCELLANEOUS	.00	3,902.37	10,000.00	6,097.63	39
52-42-800 DEPRECIATION EXPENSE	.00	.00	.00	.00	
TOTAL ADMINISTRATION	2,294.02	160,476.32	77,000.00	(83,476.32)	208
COLLECTIONS					
52-82-110 COLLECTIONS SALARIES & WAGES	2,437.41	7,058.62	.00 (7,058.62)	
52-82-210 COLLECTIONS PAYROLL TAXES	182.68	522.40	.00 (522.40)	
52-82-220 COLLECTIONS MEDICAL BENEFITS	.00	779.55	.00 (779.55)	
52-82-230 COLLECTIONS RETIREMENT	514.06	1,249.56	.00 (1,249.56)	
52-82-300 MISC EXPENSE	.00	1,124.10	.00 (1,124.10)	
52-82-315 PROFESSIONAL SERVICES	.00	25,515.45	20,000.00 (5,515.45)	127
52-82-320 TESTING	.00	.00	.00	.00	
52-82-325 RENT	.00	.00	.00	.00	
52-82-332 REPAIRS & MAINTENANCE	(2,418.96)	(19,560.98)	.00	19,560.98	
52-82-335 SOFTWARE & IT	.00	.00	.00	.00	
52-82-390 TRAVEL/EDUC./TRAINING	.00	97.45	.00 (97.45)	
52-82-400 TOOLS & EQUIPMENT	.00	.00	.00	.00	
52-82-410 COLLECTION MISC	.00	.00	.00	.00	
52-82-420 OPS PARTS & SUPPLIES	5.00	1,823.70	.00 (1,823.70)	
52-82-454 UTILITIES	511.03	2,992.60	.00 (2,992.60)	
52-82-455 FUEL	.00	371.44	.00 (371.44)	
52-82-500 VEHICLE REPAIRS & MAINT	276.00	276.00	.00 (276.00)	
52-82-800 DEPRECIATION EXPENSE	.00	48,000.00	120,000.00	72,000.00	40
TOTAL COLLECTIONS	1,507.22	70,249.89	140,000.00	69,750.11	50

TOWN OF ALPINE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING MAY 31, 2024

WASTEWATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCN'
PRE-TREATMENT					
52-83-110 PRE- TREATMENT S & W	331.72	3,221.73	.00	(3,221.73)	
52-83-210 PRE- TREATMENT PAYROLL TAXES	54.10	272.05	.00	(272.05)	
52-83-220 PRE-TREATMENT MEDICAL BENEFITS	93.75	329.49	.00	(329.49)	
52-83-230 PRE- TREATMENT RETIREMENT	143.12	617.57	.00	(617.57)	
52-83-300 MISC EXPENSE	.00	240.00	.00	(240.00)	
52-83-315 PROFESSIONAL SERVICES	.00	23,276.25	.00	(23,276.25)	
52-83-320 TESTING	.00	.00	.00	.00	
52-83-332 REPAIRS & MAINTENANCE	.00	46.53	.00	(46.53)	
52-83-335 SOFTWARE AND IT	.00	1,056.90	.00	(1,056.90)	
52-83-390 TRAVEL/EDUC./TRAINING	.00	.00	.00	.00	
52-83-400 TOOLS & EQUIPMENT	.00	.00	.00	.00	
52-83-410 PRE-TREAT MISC	.00	.00	.00	.00	
52-83-420 OPS PARTS & SUPPLIES	.00	.00	.00	.00	
52-83-454 UTILITIES	40.00	954.63	.00	(954.63)	
52-83-500 VEHICLE REPAIRS & MAINT	.00	.00	.00	.00	
52-83-800 DEPRECIATION EXPENSE	.00	.00	.00	.00	
TOTAL PRE-TREATMENT	662.69	30,015.15	.00	(30,015.15)	
WWTP					
52-84-110 WWTP SALARIES & WAGES	10,900.81	149,125.22	265,000.00	115,874.78	56
52-84-210 WWTP PAYROLL TAXES	825.48	3,252.45	.00	(3,252.45)	
52-84-220 WWTP MEDICAL BENEFITS	799.62	4,317.36	.00	(4,317.36)	
52-84-230 WWTP RETIREMENT	2,430.32	7,040.97	.00	(7,040.97)	
52-84-300 MISC EXPENSE	.00	573.35	.00	(573.35)	
52-84-315 PROFESSIONAL SERVICES	1,014.00	4,384.50	.00	(4,384.50)	
52-84-318 SLUDGE HAULING/DISPOSAL	10,709.50	42,176.09	.00	(42,176.09)	
52-84-320 TESTING	114.45	(1,005.83)	1,000.00	2,005.83	(100
52-84-332 REPAIRS & MAINTENANCE	6,392.83	109,583.53	82,000.00	(27,583.53)	133
52-84-335 SOFTWARE AND IT	597.20	2,787.20	.00	(2,787.20)	
52-84-390 TRAVEL/EDUC./TRAINING	267.96	3,179.54	3,000.00	(179.54)	106
52-84-400 TOOLS & EQUIPMENT	.00	.00	.00	.00	
52-84-410 WWTP MISC EXP	.00	.00	.00	.00	
52-84-420 OPS PARTS & SUPPLIES	3,840.39	73,557.96	30,000.00	(43,557.96)	245
52-84-454 UTILITIES	5,074.97	51,625.88	80,000.00	28,374.12	64
52-84-500 VEHICLE REPAIRS & MAINT	.00	.00	.00	.00	
52-84-800 DEPRECIATION EXPENSE	.00	.00	.00	.00	
TOTAL WWTP	42,967.53	450,598.22	461,000.00	10,401.78	97
CAPITAL OUTLAY					
52-90-540 WW CAPITAL OUTLAY	.00	1,411,346.00	2,103,070.20	691,724.20	67
52-90-541 PRE-TREATMENT PROJECT	114,065.91	253,007.30	.00	(253,007.30)	
TOTAL CAPITAL OUTLAY	114,065.91	1,664,353.30	2,103,070.20	438,716.90	79

TOWN OF ALPINE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING MAY 31, 2024

WASTEWATER FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCN
	DEBT SERVICE					
52-95-620	DEBT SERVICE PRINCIPAL	.00	129,368.88	124,000.00	(5,368.88)	104
52-95-630	DEBT SERVICE INTEREST	.00	58,377.52	64,000.00	5,622.48	91
	TOTAL DEBT SERVICE	.00	187,746.40	188,000.00	253.60	99
	TOTAL FUND EXPENDITURES	161,497.37	2,563,439.28	2,969,070.20	405,630.92	86
	NET REVENUE OVER EXPENDITURES	644,585.41	(615,646.66)	556.80	616,203.46	(110)

TOWN OF ALPINE
BALANCE SHEET
MAY 31, 2024
GENERAL FIXED ASSETS

ASSETS			
70-10000	CASH IN COMBINED FUND		.00
70-17100	LAND	1,252,439.13	
70-17200	BUILDINGS	6,955,769.31	
70-17300	EQUIPMENT	147,707.68	
70-17400	FURNITURE & FIXTURES	108,363.60	
70-17500	VEHICLES	902,010.05	
70-17600	IMPROVEMENT	1,170,673.81	
70-17700	STREETS	2,012,184.83	
70-17900	ACCUMULATED DEPRECIATION		.00
TOTAL ASSETS			12,549,148.41
LIABILITIES AND EQUITY			
FUND EQUITY			
UNAPPROPRIATED FUND BALANCE:			
70-29150	NET ASSETS INVESTED IN CAPITAL	12,549,148.41	
	REVENUE OVER EXPENDITURES - YTD		.00
BALANCE - CURRENT DATE		12,549,148.41	
TOTAL FUND EQUITY			12,549,148.41
TOTAL LIABILITIES AND EQUITY			12,549,148.41

TOWN OF ALPINE
REVENUES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING MAY 31, 2024

		GENERAL FIXED ASSETS				
		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCN
CAPITAL						
70-39-100	GENERAL CAPITAL OUTLAY	.00	.00	.00	.00	
	TOTAL CAPITAL	.00	.00	.00	.00	
	TOTAL FUND REVENUE	.00	.00	.00	.00	

TOWN OF ALPINE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING MAY 31, 2024

GENERAL FIXED ASSETS		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCN
DEPRECIATION						
70-90-800	DEPRECIATION EXPENSE	.00	.00	.00	.00	
	TOTAL DEPRECIATION	.00	.00	.00	.00	
	TOTAL FUND EXPENDITURES	.00	.00	.00	.00	
	NET REVENUE OVER EXPENDITURES	.00	.00	.00	.00	

TOWN OF ALPINE
BALANCE SHEET
MAY 31, 2024

DEBT SERVICE FUND

ASSETS			
80-10000	CASH IN COMBINED FUND	.00	
TOTAL ASSETS			.00
LIABILITIES AND EQUITY			
LIABILITIES			
80-25100	CURRENT MATURITIES OF DEBT	.00	
TOTAL LIABILITIES			.00
FUND EQUITY			
80-27100	NOTES PAYABLE/CAPITAL LEASE	117,156.11	
80-27110	FIRST BANK PAVING LOAN 0075	188,698.23	
80-27120	WBC NON-RECOURSE LOAN	92,255.00	
80-27130	BOSV EQUIPMENT LEASE 2556	88,186.77	
80-27140	BOSV CAPITAL LEASE SHOP 2560	313,959.96	
UNAPPROPRIATED FUND BALANCE:			
80-29150	NET ASSETS	(800,256.07)	
BALANCE - CURRENT DATE		(800,256.07)	
TOTAL FUND EQUITY			.00
TOTAL LIABILITIES AND EQUITY			.00

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Report Criteria:

Detail report.

Invoices with totals above \$0.00 included.

Only paid invoices included.

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided	GL Account and Title
ABF Professional Cleaning Inc.									
3370	ABF Professional Cleaning Inc.	14455	Cleaning of Medical Clinic Bldg	05/23/2024	1,715.00	1,715.00	06/18/2024		10-58-336 Facilities - MC Bldg R & M
Acme Music									
170	Acme Music	MOUNTAIN DA	Mountain Days 2024 DJ	06/14/2024	1,000.00	1,000.00	06/18/2024		10-66-430 Mountain Days Expenses
Ahren Schultheis									
3340	Ahren Schultheis	202.05.31	Certified Operator May 2024	05/31/2024	500.00	500.00	06/18/2024		52-83-315 Professional Services
Alan Svalberg									
3300	Alan Svalberg	7746	Daily Charge Operator Rage	04/26/2024	9,100.00	9,100.00	06/18/2024		52-84-315 Professional Services
Alarmlogix									
200	Alarmlogix	11742	Monthly Monitoring	06/01/2024	35.00	35.00	06/18/2024		10-58-332 Facilities - C.C. R & M
Alpine Ace Hardware									
250	Alpine Ace Hardware	JUNE 2024 18	Water Parts/Supplies	06/01/2024	135.92	135.92	06/18/2024		51-80-332 Repairs & Maintenance
250	Alpine Ace Hardware	JUNE 2024 18	Repairs & Maintenance	06/01/2024	207.04	207.04	06/18/2024		10-65-332 Parks Repairs & Maint.
250	Alpine Ace Hardware	JUNE 2024 18	Shop Supplies	06/01/2024	209.06	209.06	06/18/2024		10-58-410 Shop Supplies
250	Alpine Ace Hardware	JUNE 2024 18	Weeds & Pest Supplies	06/01/2024	83.62	83.62	06/18/2024		10-65-332 Parks Repairs & Maint.
250	Alpine Ace Hardware	JUNE 2024 18	Office	06/01/2024	22.30	22.30	06/18/2024		10-58-330 Facilities - Town Hall R & M
250	Alpine Ace Hardware	JUNE 2024 18	Flags	06/01/2024	68.94	68.94	06/18/2024		10-65-332 Parks Repairs & Maint.
250	Alpine Ace Hardware	JUNE 2024 18	Repairs & Maintenance	06/01/2024	100.00	100.00	06/18/2024		10-50-410 P & Z Office Supplies & Stam
250	Alpine Ace Hardware	JUNE 2024 18	Repairs & Maintenance	06/01/2024	3.34	3.34	06/18/2024		10-54-333 Repairs & Maint. - Streets
250	Alpine Ace Hardware	JUNE 2024 18	Civic Center Repairs & Maintenance	06/01/2024	27.68	27.68	06/18/2024		10-58-332 Facilities - C.C. R & M
250	Alpine Ace Hardware	JUNE 2024 18	Medical Clinic Repairs	06/01/2024	3.71	3.71	06/18/2024		10-58-336 Facilities - MC Bldg R & M
Alpine Excavation LLC									
290	Alpine Excavation LLC	2402-1073	Excavation Services	05/09/2024	755.00	755.00	06/18/2024		51-80-332 Repairs & Maintenance
AT&T MOBILITY									
410	AT&T MOBILITY	287316049352	Telephone	05/12/2024	117.81	117.81	06/13/2024		10-56-452 Codes Utilities
410	AT&T MOBILITY	287316049352	Telephone	05/12/2024	117.81	117.81	06/13/2024		51-80-452 Utilities (Distribution)
410	AT&T MOBILITY	287316049352	P & Z Phone	05/12/2024	117.81	117.81	06/13/2024		10-50-120 P & Z Utilities
410	AT&T MOBILITY	287316049352	Ipad purchased for Masintenance	05/12/2024	255.91	255.91	06/13/2024		10-50-410 P & Z Office Supplies & Stam
410	AT&T MOBILITY	287316049352	Ipad purchased for Masintenance	05/12/2024	511.81	511.81	06/13/2024		10-58-400 Facilities Tools & Equipment
410	AT&T MOBILITY	287316049352	Ipad purchased for Masintenance	05/12/2024	511.81	511.81	06/13/2024		10-65-450 Parks - Vehicles, Tools, & Eq
410	AT&T MOBILITY	287316049352	Ipad purchased for Masintenance	05/12/2024	511.81	511.81	06/13/2024		10-54-400 Streets - Tools & Equipment
410	AT&T MOBILITY	287316049352	Ipad purchased for Masintenance	05/12/2024	511.81	511.81	06/13/2024		51-80-420 Operation Parts & Supplies
410	AT&T MOBILITY	287316049352	Ipad purchased for Masintenance	05/12/2024	170.59	170.59	06/13/2024		52-82-420 Ops Parts & Supplies
410	AT&T MOBILITY	287316049352	Ipad purchased for Masintenance	05/12/2024	170.59	170.59	06/13/2024		52-83-420 Ops Parts & Supplies
410	AT&T MOBILITY	287316049352	Ipad purchased for Masintenance	05/12/2024	170.59	170.59	06/13/2024		52-84-420 Ops Parts & Supplies

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Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided	GL Account and Title
410	AT&T MOBILITY	287316049352	Ipad purchased for Masintenance	05/12/2024	255.90	255.90	06/13/2024		10-50-410 P & Z Office Supplies & Stam
Belinda Penny									
480	Belinda Penny	853082	Civic Center Cleaning	05/01/2024	600.00	600.00	06/18/2024		10-58-332 Facilities - C.C. R & M
480	Belinda Penny	853082	Town Hall Cleaning	05/01/2024	200.00	200.00	06/18/2024		10-58-330 Facilities - Town Hall R & M
Bill Adams Enterprises, LLC									
3260	Bill Adams Enterprises, LLC	49313	2019 Ford F350 DRW	05/22/2024	48,608.36	48,608.36	06/07/2024		10-90-540 Capital Expenditures
Broulims-Alpine									
570	Broulims-Alpine	141004 - JUNE	Bathroom Supplies	05/31/2024	23.98	23.98	06/18/2024		10-65-332 Parks Repairs & Maint.
570	Broulims-Alpine	141004 - JUNE	Water - Toilet paper - disinfectant	05/31/2024	53.63	53.63	06/18/2024		10-42-410 Admin Office Supplies
570	Broulims-Alpine	141004 - JUNE	Water for Guys - Toilet Paper - Cle	05/31/2024	139.80	139.80	06/18/2024		10-58-410 Shop Supplies
Caselle									
620	Caselle	133187	Contract Support & Maintenance	06/01/2024	380.67	380.67	06/18/2024		10-42-335 Software and IT
620	Caselle	133187	Software Support & Mainenance -	06/01/2024	380.66	380.66	06/18/2024		10-58-335 Facilities Software and IT
620	Caselle	133187	Software Support & Mainenance -	06/01/2024	380.66	380.66	06/18/2024		52-84-335 Software and IT
620	Caselle	133187	Software Support & Mainenance -	06/01/2024	380.67	380.67	06/18/2024		52-84-335 Software and IT
620	Caselle	133187	Software Support & Mainenance	06/01/2024	380.67	380.67	06/18/2024		10-50-411 P & Z Software
620	Caselle	133187	Software Support & Mainenance	06/01/2024	380.67	380.67	06/18/2024		10-45-411 Court Software
Cash									
3050	Cash	MTN DAYS 20	Petty Cash	06/18/2024	300.00	300.00	06/18/2024		10-66-430 Mountain Days Expenses
Cobblestone Hotel & Suites - Alpine									
3360	Cobblestone Hotel & Suites - Alpi	100452 - 453-4	Hotel Rooms for Mtn Days Perfor	06/18/2024	1,164.00	1,164.00	06/18/2024		10-66-430 Mountain Days Expenses
Comtech Digital Solutions									
670	Comtech Digital Solutions	1308	IT Services Civic Center WI-FI Im	06/15/2024	1,288.00	1,288.00	06/18/2024		10-58-335 Facilities Software and IT
670	Comtech Digital Solutions	1308	Admin IT Services	06/15/2024	200.00	200.00	06/18/2024		10-42-335 Software and IT
Core & Main									
710	Core & Main	0934604	Fire Hydrant	05/24/2024	382.13	382.13	06/18/2024		51-80-420 Operation Parts & Supplies
710	Core & Main	0934604	Water Parts	05/24/2024	489.25	489.25	06/18/2024		51-80-420 Operation Parts & Supplies
Dawn Guffey									
2840	Dawn Guffey	JUNE 2024	Mileage Reimbursement for Bank	06/01/2024	30.15	30.15	06/18/2024		10-42-395 Admin Travel
Depatco									
790	Depatco	41339639/4133	Pea Gravel	05/23/2024	196.77	196.77	06/18/2024		51-80-332 Repairs & Maintenance
Dex Imaging									
810	Dex Imaging	AR11411081	Copies	06/04/2024	35.84	35.84	06/18/2024		10-42-345 Office Equipment
810	Dex Imaging	AR11411081	Color Copies	06/04/2024	357.98	357.98	06/18/2024		10-42-410 Admin Office Supplies
Dry Creek Enterprises, Inc									
860	Dry Creek Enterprises, Inc	M4098/M5389/	Portable Toilet - Pre Treatment Pla	06/03/2024	60.00	60.00	06/18/2024		52-83-300 Misc Expense
860	Dry Creek Enterprises, Inc	M4098/M5389/	Portable Toilet - Pre Treatment Pla	06/03/2024	60.00	60.00	06/18/2024		52-83-300 Misc Expense
860	Dry Creek Enterprises, Inc	M4098/M5389/	Sludge Pumping	06/03/2024	11,160.00	11,160.00	06/18/2024		52-84-318 Sludge Hauling/Disposal
860	Dry Creek Enterprises, Inc	M4098/M5389/	Portable Toilet - Ball Park	06/03/2024	25.00	25.00	06/18/2024		10-65-332 Parks Repairs & Maint.
860	Dry Creek Enterprises, Inc	M4098/M5389/	Portable Toilet - Skate Park	06/03/2024	16.00	16.00	06/18/2024		10-65-332 Parks Repairs & Maint.

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Emily Castillo									
3270	Emily Castillo	2024.01.12 PA	Reissue Payroll 1/12/2024	01/12/2024	138.53	138.53	06/08/2024		10-16000 Suspense
Gary Fields									
3320	Gary Fields	2024 MOUNTA	Performance Mtn Days	06/14/2024	2,600.00	2,600.00	06/18/2024		10-66-430 Mountain Days Expenses
Gilcrease, Steve									
2910	Gilcrease, Steve	MAY 2024 MIL	Mileage Reimbursement	06/01/2024	121.14	121.14	06/18/2024		10-56-454 Codes Fuel & Mileage
High Country Linen									
2890	High Country Linen	2868-00000 JU	Uniform Service	06/01/2024	161.33	161.33	06/18/2024		51-80-332 Repairs & Maintenance
2890	High Country Linen	2868-00000 JU	Uniform Service	06/01/2024	161.32	161.32	06/18/2024		10-58-410 Shop Supplies
2890	High Country Linen	2868-00000 JU	Uniform Service	06/01/2024	161.32	161.32	06/18/2024		52-84-332 Repairs & Maintenance
Horse Warriors									
3330	Horse Warriors	ALPINE MOUN	Presentation for Mountain Days 2	06/14/2024	400.00	400.00	06/18/2024		10-66-430 Mountain Days Expenses
Huber Technology									
1210	Huber Technology	CD10026771	Operating Supplies	05/28/2024	508.00	508.00	06/18/2024		52-84-420 Ops Parts & Supplies
Idaho Park and Recreation									
1220	Idaho Park and Recreation	JUNE 2024	Trail Permits	06/05/2024	116.50	116.50	06/06/2024		10-52-451 Information Center COGS
IDAWY Waste District									
1240	IDAWY Waste District	45X01194	Construction Waste	05/31/2024	143.72	143.72	06/18/2024		10-58-334 Facilities - Shop R & M
Jenkins Building Supply									
1310	Jenkins Building Supply	1054 JUNE 20	Gazeboi - Parks Repairs	06/01/2024	3,254.64	3,254.64	06/18/2024		10-65-332 Parks Repairs & Maint.
1310	Jenkins Building Supply	1054 JUNE 20	Supplies	06/01/2024	44.99	44.99	06/18/2024		52-83-420 Ops Parts & Supplies
1310	Jenkins Building Supply	1054 JUNE 20	Town Hall Repairs	06/01/2024	9.58	9.58	06/18/2024		10-58-330 Facilities - Town Hall R & M
1310	Jenkins Building Supply	1054 JUNE 20	Water	06/01/2024	1,050.26	1,050.26	06/18/2024		51-80-332 Repairs & Maintenance
1310	Jenkins Building Supply	1054 JUNE 20	Repairs & Maintenance	06/01/2024	16.15	16.15	06/18/2024		52-84-332 Repairs & Maintenance
1310	Jenkins Building Supply	1054 JUNE 20	Repairs	06/01/2024	85.48	85.48	06/18/2024		10-54-333 Repairs & Maint. - Streets
1310	Jenkins Building Supply	1054 JUNE 20	Prints	06/01/2024	87.50	87.50	06/18/2024		10-50-410 P & Z Office Supplies & Stam
1310	Jenkins Building Supply	1054 JUNE 20	Supplies	06/01/2024	18.99	18.99	06/18/2024		10-58-410 Shop Supplies
Jennifer Anderson									
3350	Jennifer Anderson	MTN DAYS 20	Mtn Days Interactive Art Project -	06/14/2024	28.33	28.33	06/18/2024		10-66-430 Mountain Days Expenses
3350	Jennifer Anderson	MTN DAYS 20	Interactive Art Project - Banner	06/14/2024	137.49	137.49	06/18/2024		10-66-430 Mountain Days Expenses
3350	Jennifer Anderson	MTN DAYS 20	Interactive Art Project - Artistic Skil	06/14/2024	250.00	250.00	06/18/2024		10-66-430 Mountain Days Expenses
John Koehler									
3250	John Koehler	ALPINE COMM	Aviation Scholarship for Kazia Ba	06/01/2024	5,000.00	5,000.00	06/18/2024		10-70-315 Business & Community Devel
Jorgensen Engineering									
1340	Jorgensen Engineering	53676	Administration - Professional Serv	05/30/2024	4,635.50	4,635.50	06/18/2024		10-42-315 Professional Services
1340	Jorgensen Engineering	53676	Planning & Zoning Engineering	05/30/2024	2,090.00	2,090.00	06/18/2024		10-50-331 P & Z Legal & Professional
1340	Jorgensen Engineering	53676	Planning & Zoning Engineering -	05/30/2024	5,204.40	5,204.40	06/18/2024		10-50-331 P & Z Legal & Professional
1340	Jorgensen Engineering	53676	Planning & Zoning Engineering Ex	05/30/2024	1,998.60	1,998.60	06/18/2024		10-50-331 P & Z Legal & Professional
1340	Jorgensen Engineering	53676	AMI Radio Read Project	05/30/2024	6,967.50	6,967.50	06/18/2024		51-90-545 Radio Read Project
1340	Jorgensen Engineering	53676	Water Administration - Profession	05/30/2024	9,624.25	9,624.25	06/18/2024		51-42-315 Admin Professional Services

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Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided	GL Account and Title
1340	Jorgensen Engineering	53676	Waste Water Treatment Plant	05/30/2024	402.60	402.60	06/18/2024		52-84-315 Professional Services
1340	Jorgensen Engineering	53676	Waste Water Pre Treatment Plant	05/30/2024	10,962.50	10,962.50	06/18/2024		52-90-541 Pre-Treatment Project
Krista Jacobson									
3290	Krista Jacobson	MTN DAYS 20	Entertainment	06/10/2024	350.00	350.00	06/18/2024		10-66-430 Mountain Days Expenses
Lincoln County Sheriff's Office									
1510	Lincoln County Sheriff's Office	JUNE 2024	Communications	06/03/2024	606.50	606.50	06/18/2024		10-56-319 County Officer Contract & Co
Lincoln County Water Quality Lab									
1530	Lincoln County Water Quality Lab	17357	Water Testing	05/28/2024	37.00	37.00	06/18/2024		51-80-320 Testing
1530	Lincoln County Water Quality Lab	17358 - 17359	Water Testing	06/04/2024	81.00	81.00	06/18/2024		51-80-320 Testing
Marc									
3310	Marc	0819579-IN	Degreaser	05/17/2024	4,240.50	4,240.50	06/18/2024		52-82-420 Ops Parts & Supplies
Mike Kirkwood									
3280	Mike Kirkwood	2024.05.14-20	Board of Adjustments	05/28/2024	100.00	100.00	06/18/2024		10-50-110 P & Z Wages
Mountain Valley Motor & Pump Service									
1640	Mountain Valley Motor & Pump Se	14318	Collection System - Repairs	05/15/2024	3,545.43	3,545.43	06/18/2024		52-82-332 Repairs & Maintenance
Norco, Inc									
1680	Norco, Inc	40799946	Cylinder Rent	05/31/2024	38.70	38.70	06/18/2024		10-58-410 Shop Supplies
One Call of Wyoming									
1700	One Call of Wyoming	71620	Locate Tickets	06/06/2024	71.25	71.25	06/18/2024		51-80-420 Operation Parts & Supplies
RE Investment Company									
1780	RE Investment Company	380365 JUNE	Water Line Repairs	06/01/2024	538.80	538.80	06/18/2024		51-80-332 Repairs & Maintenace
1780	RE Investment Company	380365 JUNE	Park Shade Installation	06/01/2024	1,237.28	1,237.28	06/18/2024		10-65-332 Parks Repairs & Maint.
1780	RE Investment Company	380365 JUNE	Gazebo Roof Repair	06/01/2024	845.33	845.33	06/18/2024		10-65-332 Parks Repairs & Maint.
Refunds									
3110	Refunds	227 ASTER LO	Autopayment before property Sold	06/14/2024	95.00	95.00	06/18/2024		01-10750 Utility Management Cash Clea
3110	Refunds	909201	Property Sold Refund Balance on	06/18/2024	71.00	71.00	06/18/2024		01-10750 Utility Management Cash Clea
3110	Refunds	MOUNTAIN DA	Refund due to double Scentsy Ve	06/14/2024	190.00	190.00	06/18/2024		10-66-430 Mountain Days Expenses
Rhinehart Oil									
1810	Rhinehart Oil	11158 JUNE 20	51-06 Fuel	05/31/2024	479.78	479.78	06/18/2024		51-80-454 Fuel
Robert Wagner									
2860	Robert Wagner	JUNE 2024	Sewer Miles	06/01/2024	104.52	104.52	06/18/2024		52-84-390 Travel/Educ./Training
2860	Robert Wagner	MAY 2024 MIL	Mileage Reimbursement	06/01/2024	424.58	424.58	06/18/2024		10-50-397 P & Z Mileage
Rod's Diesel and Generator Service Inc.									
3090	Rod's Diesel and Generator Servi	240525	WWTP Generator Repair	05/06/2024	7,159.00	7,159.00	06/18/2024		52-84-332 Repairs & Maintenance
Salt River Motors									
1880	Salt River Motors	068785 -06881	52-04 F-350 Repairs	06/03/2024	574.58	574.58	06/18/2024		52-82-500 Vehicle Repairs & Maint
1880	Salt River Motors	068785 -06881	10-550 / Oil Change	06/03/2024	213.79	213.79	06/18/2024		10-54-350 Streets Equipment R & M
Sanderson Law Office									
2870	Sanderson Law Office	4981	Monthly Retainer	05/16/2024	2,600.00	2,600.00	06/18/2024		10-42-315 Professional Services

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Servant Electric, PC									
1910	Servant Electric, PC	4524/4523	WWTP Electrical Services -Servic	04/25/2024	315.00	315.00	06/18/2024		52-84-332 Repairs & Maintenance
1910	Servant Electric, PC	4524/4523	WWTP Electrical Services - Blowe	04/25/2024	105.00	105.00	06/18/2024		52-84-332 Repairs & Maintenance
1910	Servant Electric, PC	4545/4544	Daycare Light	05/25/2024	1,139.22	1,139.22	06/18/2024		10-58-330 Facilities - Town Hall R & M
1910	Servant Electric, PC	4545/4544	Medical Clinic Building Repairs -	05/25/2024	262.50	262.50	06/18/2024		10-58-336 Facilities - MC Bldg R & M
Silver Star Communications									
1940	Silver Star Communications	100556 - JUNE	Telephone and Internet	06/01/2024	320.37	320.37	06/13/2024		52-84-454 Utilities
1940	Silver Star Communications	307204 JUNE	Telephone and Internet	06/01/2024	338.41	338.41	06/13/2024		10-42-340 Telephone/Fax
1940	Silver Star Communications	307204 JUNE	Civic Center Internet	06/01/2024	48.52	48.52	06/13/2024		10-58-452 Facilities - C.C. Utilities
1940	Silver Star Communications	307204 JUNE	Information Center Phone	06/01/2024	37.42	37.42	06/13/2024		10-52-452 Utilities
1940	Silver Star Communications	307204 JUNE	Lift Station Internet	06/01/2024	90.52	90.52	06/13/2024		52-82-454 Utilities
1940	Silver Star Communications	307204 JUNE	Maintenance Shop Internet	06/01/2024	33.99	33.99	06/13/2024		10-58-454 Facilities - Shop Utilities
1940	Silver Star Communications	8100 JUNE 20	Civic Center Internet	06/01/2024	285.07	285.07	06/13/2024		10-58-452 Facilities - C.C. Utilities
Star Valley Disposal, Inc									
2020	Star Valley Disposal, Inc	118471	WWTP Waste Disposal	06/01/2024	92.50	92.50	06/18/2024		52-84-454 Utilities
2020	Star Valley Disposal, Inc	118471	Shop Waste Disposal	06/01/2024	92.50	92.50	06/18/2024		10-58-454 Facilities - Shop Utilities
2020	Star Valley Disposal, Inc	118471	Town Hall Disposal Service	06/01/2024	35.00	35.00	06/18/2024		10-58-450 Facilities - T.H. Utilities
2020	Star Valley Disposal, Inc	118471	Civic Center Waste Disposal	06/01/2024	250.00	250.00	06/18/2024		10-58-452 Facilities - C.C. Utilities
Star Valley Glass and Lock									
2030	Star Valley Glass and Lock	09480	Duplicate Keys for Medical Clinic	05/23/2024	100.00	100.00	06/18/2024		10-58-336 Facilities - MC Bldg R & M
Stewart Plumbing									
2070	Stewart Plumbing	JUNE 2024	Medical Clinic Plumbing Repairs	06/04/2024	2,711.74	2,711.74	06/18/2024		10-58-336 Facilities - MC Bldg R & M
SVI Media									
2140	SVI Media	23272	Advertising - Spring Clean Up	05/31/2024	125.00	125.00	06/18/2024		10-66-429 Spring Cleanup Expenses
2140	SVI Media	23272	Advertising - Dog Licensing	05/31/2024	46.00	46.00	06/18/2024		10-32-130 Dog & Cat License
2140	SVI Media	23272	Legal Notice - Special Meeting	05/31/2024	23.75	23.75	06/18/2024		10-42-350 Advertising
2140	SVI Media	23272	Legal Notice - Workshop	05/31/2024	23.75	23.75	06/18/2024		10-42-350 Advertising
2140	SVI Media	23272	Legal Notice - Replat	05/31/2024	114.00	114.00	06/18/2024		10-50-350 P & Z Advertising
2140	SVI Media	23272	Advertising - Dog Licensing	05/31/2024	44.00	44.00	06/18/2024		10-32-130 Dog & Cat License
2140	SVI Media	23272	Advertising - Dog Licensing	05/31/2024	44.00	44.00	06/18/2024		10-32-130 Dog & Cat License
2140	SVI Media	23272	Advertising - Variance	05/31/2024	118.75	118.75	06/18/2024		10-50-350 P & Z Advertising
2140	SVI Media	23272	Legal Notice - Budget Workshop	05/31/2024	19.00	19.00	06/18/2024		10-42-350 Advertising
2140	SVI Media	23272	Legal Notice - Annual Report	05/31/2024	19.00	19.00	06/18/2024		51-42-410 Office & Miscellaneous
2140	SVI Media	23272	Legal Notice - Annexation	05/31/2024	356.25	356.25	06/18/2024		10-50-350 P & Z Advertising
2140	SVI Media	23272	Legal Notice - Budget Workshop	05/31/2024	19.00	19.00	06/18/2024		10-42-350 Advertising
2140	SVI Media	23272	Legal Notice - Annual Report	05/31/2024	19.00	19.00	06/18/2024		51-42-410 Office & Miscellaneous
2140	SVI Media	23272	Advertising - RFB	05/31/2024	61.75	61.75	06/18/2024		10-42-350 Advertising
Sweet Life Wyoming									
2150	Sweet Life Wyoming	007	Weed Maintenance	06/01/2024	735.00	735.00	06/18/2024		10-65-340 Parks Outside Services/Sub

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Tapco									
2160	Tapco	1780035	Crosswalk Sign - Alpine Meadows	06/03/2024	913.87	913.87	06/18/2024		10-54-400 Streets - Tools & Equipment
Town of Pinedale									
2310	Town of Pinedale	JUNE 2024	Sludge Disposal	06/01/2024	3,240.68	3,240.68	06/18/2024		52-84-318 Sludge Hauling/Disposal
U.S.D.A.- Forest Service Office									
2350	U.S.D.A.- Forest Service Office	JUNE 2024	Firewood Permits	06/10/2024	665.00	665.00	06/06/2024		10-52-451 Information Center COGS
USA Blue book									
2390	USA Blue book	INV00365971	Water Parts	05/14/2024	107.90	107.90	06/18/2024		51-80-420 Operation Parts & Supplies
Valley Auto Supply									
2450	Valley Auto Supply	15744-46853	Shop Supplies	05/21/2024	19.38	19.38	06/18/2024		10-58-400 Facilities Tools & Equipment
Valley Tech, LLC									
2470	Valley Tech, LLC	3888	IT Services	05/30/2024	255.00	255.00	06/18/2024		10-42-335 Software and IT
2470	Valley Tech, LLC	3889	Dustin Laptop Set up	06/01/2024	60.00	60.00	06/18/2024		52-84-335 Software and IT
Valley Wide Cooperative, Inc									
2480	Valley Wide Cooperative, Inc	U1366761 - U1	Propane Service & Delivery	05/31/2024	782.72	782.72	06/18/2024		10-58-452 Facilities - C.C. Utilities
2480	Valley Wide Cooperative, Inc	U1366761 - U1	Propane Service & Delivery	05/31/2024	816.93	816.93	06/18/2024		10-58-454 Facilities - Shop Utilities
Vynlart									
2520	Vynlart	5951	New Mountain Days Banners	06/13/2024	286.40	286.40	06/18/2024		10-66-430 Mountain Days Expenses
W.A.R.M									
2530	W.A.R.M	1618	Property Assesment - Town Hall	07/01/2024	1,348.20	1,348.20	06/18/2024		10-58-540 Facilities - Town Insurance
2530	W.A.R.M	1618	CDC - Property Assessment	07/01/2024	760.03	760.03	06/18/2024		10-58-540 Facilities - Town Insurance
2530	W.A.R.M	1618	Maintenance Shop - Property Ass	07/01/2024	404.10	404.10	06/18/2024		10-58-542 Facilities - Shop Insurance
2530	W.A.R.M	1618	Property Assessment - Civic Cent	07/01/2024	3,492.47	3,492.47	06/18/2024		10-58-544 Facilities - C.C. Insurance
2530	W.A.R.M	1618	Property Assessment - Maintenan	07/01/2024	1,416.75	1,416.75	06/18/2024		10-58-542 Facilities - Shop Insurance
2530	W.A.R.M	1618	Property Assessment - Ferry Peak	07/01/2024	193.09	193.09	06/18/2024		10-65-332 Parks Repairs & Maint.
2530	W.A.R.M	1618	Property Assesment - Park Buildin	07/01/2024	22.52	22.52	06/18/2024		10-65-332 Parks Repairs & Maint.
2530	W.A.R.M	1618	Property Assessment - Vehicles &	07/01/2024	1,726.22	1,726.22	06/18/2024		10-54-400 Streets - Tools & Equipment
2530	W.A.R.M	1618	Property Assesment - 21 Light Pol	07/01/2024	169.43	169.43	06/18/2024		10-54-400 Streets - Tools & Equipment
2530	W.A.R.M	1618	Property Assesment - Mega Well	07/01/2024	689.78	689.78	06/18/2024		51-42-380 Insurance
2530	W.A.R.M	1618	Property Assessment - Well Hous	07/01/2024	752.57	752.57	06/18/2024		51-42-380 Insurance
2530	W.A.R.M	1618	Property Assesment - Lift Station	07/01/2024	245.81	245.81	06/18/2024		52-42-380 Insurance
2530	W.A.R.M	1618	Property Assesment - Lift Station	07/01/2024	245.81	245.81	06/18/2024		52-42-380 Insurance
2530	W.A.R.M	1618	Property Assesment - Lift Station	07/01/2024	238.12	238.12	06/18/2024		52-42-380 Insurance
2530	W.A.R.M	1618	Property Assessment - Snake Riv	07/01/2024	248.92	248.92	06/18/2024		52-42-380 Insurance
2530	W.A.R.M	1618	Property Assessment - Alpine Me	07/01/2024	248.92	248.92	06/18/2024		52-42-380 Insurance
2530	W.A.R.M	1618	Property Assessment - Boardwalk	07/01/2024	261.93	261.93	06/18/2024		52-42-380 Insurance
2530	W.A.R.M	1618	Property Assessment - Melvin Bre	07/01/2024	348.35	348.35	06/18/2024		52-42-380 Insurance
2530	W.A.R.M	1618	Property Assessment - Jordan Ca	07/01/2024	311.51	311.51	06/18/2024		52-42-380 Insurance
2530	W.A.R.M	1618	Property Assessment - Alpine Lak	07/01/2024	311.51	311.51	06/18/2024		52-42-380 Insurance
2530	W.A.R.M	1618	Property Assesment - WWTP	07/01/2024	223.29	223.29	06/18/2024		52-42-380 Insurance

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Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided	GL Account and Title
2530	W.A.R.M	1618	Property Assessment - WWTP	07/01/2024	14,790.90	14,790.90	06/18/2024		52-42-380 Insurance
2530	W.A.R.M	1618	Property Assessment - WWTP He	07/01/2024	942.79	942.79	06/18/2024		52-42-380 Insurance
2530	W.A.R.M	1618	Property Assessment - Pre- Treat	07/01/2024	8,990.21	8,990.21	06/18/2024		52-42-380 Insurance
Wyoming Game and Fish Department									
2720	Wyoming Game and Fish Depart	12109 JUNE 2	Fishing & Hunting License	06/05/2024	344.50	344.50	06/05/2024		10-52-451 Information Center COGS
Wyoming State Trails Program									
2770	Wyoming State Trails Program	JUNE 2024	Trail Sticker Sales	06/05/2024	140.00	140.00	06/06/2024		10-52-451 Information Center COGS
Xpress Bill Pay									
2880	Xpress Bill Pay	10928	Service - Maintenance - Support	04/30/2024	156.12	156.12	06/13/2024		52-42-370 Bank Charges
2880	Xpress Bill Pay	10928	Service - Maintenance - Support	04/30/2024	156.13	156.13	06/13/2024		51-42-370 Bank Charges
2880	Xpress Bill Pay	10928	Service - Maintenance - Support	04/30/2024	156.13	156.13	06/13/2024		10-42-370 Merchant Fees/Bank Charge
2880	Xpress Bill Pay	INV-XPR01299	Service - Maintenance - Support	05/31/2024	156.13	156.13	06/18/2024		52-42-370 Bank Charges
2880	Xpress Bill Pay	INV-XPR01299	Service - Maintenance - Support	05/31/2024	156.13	156.13	06/18/2024		51-42-370 Bank Charges
2880	Xpress Bill Pay	INV-XPR01299	Service - Maintenance - Support	05/31/2024	156.13	156.13	06/18/2024		10-42-370 Merchant Fees/Bank Charge
Grand Totals:					220,028.80	220,028.80			

Dated: _____

Mayor: _____

Council: _____

Treasurer: _____

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Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided	GL Account and Title
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Report Criteria:
Detail report.
Invoices with totals above \$0.00 included.
Only paid invoices included.

Town of Alpine Engineer's Report to Town Council

Meeting Date: June 18, 2024
Submitted By: Kevin Meagher, Project Manager
Reviewed By: Vera Donovan, Project Assistant
Prepared On: June 12, 2024

SUMMARY OF TASKS COMPLETED TO DATE

1 – Water Fund

1. AMI Radio Read Project:
 - The team is working on the design and electrical requirements of the gateway towers at the Town Shop and Ferry Park.
 - Exterior vault inspections were completed and will be included in the plan set. Draft Plan documents and specifications are under review.
 - Town will install all water meters 1" and smaller. Contractor will still provide meters.
 - Project is to be bid out the end of June. The State will review proposals in July and a contractor can be awarded after that.
2. Water Model:
 - No updates on water modeling.
 - Level I Water Master Plan should yield an updated model.
3. Development Reviews:
 - Jorgensen recently finalized review of the Lasher Town Homes with the updated Fire Flow information.
 - The Extended Stay Project review was finalized with updated information from contractor/owner. Alpine Lakes recently applied for annexation into the Town; engineering review and comments are being finalized for submittal to the Town.
4. Mr. Corsi's Pulsating and Air-Entrained Water Issue:
 - a. Public Works replaced two meter pits, meters, back-check valves, and a section of leaking water pipe.

5. Water Rights and “Mega Well System”

- a. Jorgensen met with Town staff to view water infrastructure associated with the Excel Development No. 1 Well (aka “Mega Well”) at the Alpine Lakes Subdivision, Targhee Place, and Gibby Acres.
- b. Jorgensen continues to consult with the State Engineer’s Office (SEO) to determine the best process forward of integrating the Mega Well into the existing Town municipal water system.
- c. Several water right discrepancies will need to be corrected with the SEO.
 - i. The Mega Well permit is unadjudicated
 - ii. The existing municipal well permits do not allow use North of the Snake River/Palisades Reservoir.
 - iii. The SEO will require a revised municipal service area to include Sections 17, 18, 19, 20 (north of the Snake River, bounded by the WY-ID state line), and bring the existing municipal system into compliance.
 - iv. Town’s legal counsel has been asked for documents certifying ownership of easement to Mega-Well and adjacent wastewater lift station.
 - v. Flying Saddle water well rights and usage are being investigated

2 – Sewer Fund

1. Pre-Treatment Building Update:

- Building construction
 - The generator’s automatic transfer switch was energized, and it burned up the control panel. Jorgensen is filing a warranty claim with manufacturer.
 - HVAC ventilation system installation continues.
 - Jorgensen sent general contractor observation list. One item was taken care of to date.
 - Jorgensen noted on the observation list that the substantial completion date is June 30th.
- Process Piping System Construction
 - Cambrian Innovation provided their adjusted drawings.
 - Precision Electrical provided an estimate to install the electrical, mechanical and construction work for \$508k (this includes a 125% performance bond).

2. WWTP DEQ Permit Renewal:

- DEQ permit renewal was completed in December and we are waiting on DEQ for comments or renewal.

3. Sewer Utility Financial Plan:

- Midwest Assistance Program (MAP) is creating a Sewer and Water Rate Study at no cost.

4. Sewer and Water Geographical Information Mapping:

- Midwest Assistance Program (MAP) was in Town last week to gather GIS data.

3 – Miscellaneous Work:

1. Jorgensen attended an annexation meeting concerning Zyland property.
2. Jorgensen has provided FY25 budget, cost estimates for Pretreatment Plant Completion, and Capital Improvements.
3. Jorgensen met with Musgrove Engineering at all lift stations and Greys River Well house. Musgrove Engineering will provide documents for generator sizing and bidding.
4. Jorgensen is advertising for the wastewater lift station portable generator
5. Jorgensen has finished the construction standards for the water and sewer systems and has forwarded to Town staff for publication.
6. Jorgensen has updated the Zoning map for the existing Town limits and is working on the future zoning map. Awaiting comments from the Town on the zoning map.

7/1/2024

Water and Sewer

Design and Construction Standards

Alpine, Wyoming



Town of Alpine, Wyoming Design and Construction Standards

July 2024

1.0 General

1.1	Purpose	1
1.2	Abbreviations	1
1.3	Contractor	1
1.4	Reference to Standard Specifications	1
1.5	Standards Adopted	1
1.6	Amendments to Standards	2
1.7	Filing of Standards and Amendments	2

2.0 General Requirements

2.1	In-state Contractor Preference	2
2.2	Approval of Plans Before Start of Work	2
2.3	Acceptance of Work	2
2.4	Inspection Requests	2
2.5	Completion of Work Before Final Approval	2
2.6	Underground Utility Acceptance	3
2.7	As-built Drawings	3
2.8	Frozen Ground Conditions	3
2.9	Safety and Care of Contractor	3
2.10	Guarantee	4

3.0 Sanitary Sewers

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3.2	Pipe Material	5
3.3	Depth of Cover	5
3.4	Trench Preparation	6
3.5	Laying Pipe	6
3.6	Water Line Crossings	7
3.7	Services	7
3.7.1	Sewer Service Termination	7
3.8	Manholes	8



3.8.1	Materials	8
3.8.2	Installation	8
3.8.3	Testing	8
3.9	Cleanouts	8
3.9.1	Materials	8
3.9.2	Installation	8
3.9.3	At Sewer Terminus	9
3.10	Testing	9
3.10.1	Testing Materials.....	10
3.10.2	Equipment	10
3.10.3	Time.....	10
3.10.4	Failures	10
3.10.5	Pipe Alignment	10
3.10.6	Deflection	10
3.10.7	Hydrostatic and Air	11
3.10.8	Infiltration	11
3.10.9	Air1	11
3.10.10	Subsequent Failure.....	12
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4.3	Fittings	13
4.4	Valves	13
4.5	General Facility Placement	13
4.6	Fire hydrants	13
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4.8	Layout and Support	14
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1.0 General

1.1 Purpose

The purposes for establishing minimum design and construction standards for all phases of sewer line, water line and street construction within the Town are for the purpose of ensuring proper, correct, and safe construction of all phases of sewer line, water line, and street construction within the Town and to ensure and maintain the health, safety and general welfare of the residents of the Town.

1.2. Abbreviations

As used in this chapter, the following abbreviations apply:

- a. AASHTO - American Association of State Highway and Transportation Officials
- b. AML - The Town's Approved Materials List for water and sewer
- c. ASTM - American Society for Testing and Materials
- d. AWWA - American Water Works Association
- e. DSC- Deep Service Connection
- f. mg/l - milligrams per liter (*approximately the same as parts per million*)
- g. OSHA - Occupational Safety and Health Administration
- h. psi - pounds per square inch pressure (*In these standards it refers to gauge pressure which sets atmospheric pressure at zero.*)
- i. PVC - polyvinyl chloride
- j. SDR - Standard Dimension Ratio. The outside diameter of a pipe divided by the wall thickness. It is the same mathematical definition as "dimension ratio" (DR).
- k. AML - Town's Approved Materials List (*provides a list of requirements and specific materials to be used during installation.*)

1.3. Contractor

"Contractor," as used in this chapter, means whoever is in responsible charge for the construction.

1.4. Reference to Standard Specifications

When other specifications such as AWWA, ASTM and AASHTO are referred to, the latest revision of these specifications shall apply.

1.5. Standards Adopted

The most current edition of the "Wyoming Public Works Standard Specifications" is hereby adopted by the Town for the purpose of prescribing minimum standards and specifications for all phases of sewer line, water line, and street construction within the Town, a copy of which can be found on the Town's website: www.alpinewy.gov. In cases of conflict of information, the Town of Alpine Design and Construction Standards shall supersede.



1.6. Amendments to Standards

The minimum construction standards for all phases of sewer line, water line and street construction within the Town shall have such amendments, modifications, additions or deletions as the Town Council shall, from time to time, adopt by ordinance.

1.7. Filing of Standards and Amendments

At least one copy of the minimum design and construction standards, and any ordinance providing for amendments, modifications, additions or deletions in such minimum design and construction standards adopted by the Town Council, shall be maintained on file in the office of the Town and available for public inspection during the normal office hours of the Town. One copy of each ordinance providing for amendments, modifications, additions or deletions in such minimum design and construction standard shall be kept with each copy of such minimum design and construction standards and made available for public inspection at the same time as and in the same manner as such minimum design and construction standards.

2. **General Requirements**

2.1 In-state Contractor Preference

All Wyoming resident contractors involved in public work can apply for certification to receive a 5 percent bid preference when bidding on public work constructions projects.

2.2 Approval of Plans Before Start of Work

No work on a project within the Town limits may begin until the Town has approved the final plans, all required permits received, and all applicable fees satisfied.

2.3 Acceptance of Work

No work shall be accepted by the Town which does not meet the minimum design and construction standards set out in this chapter and/or the most current edition of the Wyoming Public Works Standard Specification. All infrastructure must be installed per appropriate specifications, standards detail drawings, manufacture recommendations and/or any other applicable documents.

2.4 Inspection Requests

At least one business days' notice is required to allow the Town inspector to schedule inspections.

2.5 Completion of Work Before Final Approval

Final approval will not be given until all phases of the work are complete and all applicable fees satisfied.



2.6 Underground Utility Acceptance

All underground utilities shall be completed, tested, and accepted before installation of surface improvements.

2.7 As-built Drawings

Upon completion of the project, as-built drawings must be submitted to the Town in a format approved by the Town. The drawings shall include measurements from stationary above-grade objects such as fire hydrants, power poles, pipelines, valves, manholes, and related items to simplify location in the field.

GPS Coordinates

All underground utilities shall collect survey grade (sub foot) GPS coordinates for all infrastructure including, but not limited to: manholes, cleanouts, fire hydrants, water meters, service lines (water and sewer), tees, crosses, etc.; and provide to the Town in a format compatible with the Town's current GIS system as determined by the Town.

Approved Materials List (AML)

All materials used for new water and sewer infrastructure to be owned and operated by the Town must utilize materials from the AML. Any deviation must be approved by the Town.

2.8 Frozen Ground Conditions

Because of frozen ground conditions, connections to the public water supply system, connections to the public sanitary sewer system, and all trench excavation and backfill operations on any public street or alley are prohibited in accordance with applicable Town Ordinance(s).

2.9 Safety and Care of Contractor

The contractor shall always safely guard property and utilities involved in construction from injury or loss. They shall always safely guard and protect their own work, and that of adjacent property, from damage. The contractor shall replace or make good any damage, loss or injury incurred during construction.

Pre-Site Recordings

For any projects that will disturb existing landscape or hardscapes, the contractor shall record preconstruction site conditions of the entire project boundaries and submit to the Town in a format approved by the Town. At the completion of the project, site conditions will be restored to at, or above preconstruction conditions as approved by the Town.



2.10 Guarantee

The Contractor shall guarantee the work against defective material and workmanship for a period of one year from the date of completion of the contract and/or of the work by the Town and filing of Notice of Substantial Completion. The Town may conduct a warranty inspection at any time during the warranty period and produce a punch list of defective items. When defective materials and/or workmanship are discovered, which requires repairs to be made under this guarantee, all such work shall be done by the Contractor at their sole expense and shall begin within five working days after written notice of such defects have been given by the Town. Should the Contractor fail to repair such defective materials or workmanship within five working days thereafter, the Town may cause the necessary repairs to be made and charge the Contractor with the actual cost of all labor, materials, and administrative costs incurred.

In emergencies demanding immediate attention, the Town shall have the right to repair the defects and charge the Contractor with the actual cost of the of all labor, materials, and administrative costs incurred.

3. **Sanitary Sewers**

Sanitary sewers are for sewage flow only. Discharge of sump pumps, water runoff from buildings and surfaces or connections other than explicitly designed to convey sewage flow is not permitted.

Design

The recommendations that follow are for preliminary design of interceptors, trunk sewers, force mains, and pumping stations.

Trunk and Interceptor Sewers

Trunk sewers and interceptors shall be designed with sufficient capacity to carry the peak flows from the ultimate development of the tributary area.

Sewer mains shall be designed to maintain a minimum velocity of 2 feet per second, which is generally considered to be the minimum which will keep pipe surfaces relatively free of deposited material. The following table presents the minimum allowable slope of various sizes of sewers to obtain a cleaning velocity under average flow conditions. Minimum slopes are not acceptable for all sewers. Sewers with low flow rates should have increased slopes or they may become maintenance problems due to deposition of solids.



MINIMUM PIPE SLOPES	
Pipe Size (inches)	Slope* (feet/foot)
8-dead end**	0.0075
8	0.0050
10	0.0028
12	0.0022
15	0.0015
* Minimum slope for various sized sewer pipe necessary to maintain a cleansing velocity of 2 fps, at full pipe conditions.	
** For a new sewer line that is going to a dead end, the minimum slope is increased	

3.1 Materials

Rubber gasket-type fittings manufactured by the pipe supplier shall be used on sanitary sewers.

3.2 Pipe Material

Sewer pipe for gravity lines may be of any of the following materials unless otherwise specified by the Town. The minimum diameter for gravity sewer mains shall be eight inches.

PVC sewer pipe

Polyvinyl chloride plastic sewer pipe shall be made specifically for the conveyance of sanitary sewerage and other liquids by gravity or pressure. Gravity sewer pipe shall meet the requirements of ASTM D 3034 and shall have a minimum of an SDR of 35 and colored green. All pipe shall have elastomeric gasket-type joints.

Ductile iron pipe (Force Mains)

Ductile iron pipe for sanitary sewers shall conform to AWWA C 151 for casting requirements and AWWA C 150 for thickness design. The pipe shall be bituminous coated. Pipe connections shall be bell and spigot with rubber rings or mechanical joint.

HDPE (Force Mains)

High-Density Polyethylene pipe for sanitary sewers shall conform to AWWA C901/906 for requirements.

3.3 Depth of Cover

Minimum depth of cover shall be six feet from top of pipe to finish grade for sanitary sewer lines. Anything less requires Town Engineer approval.



3.4 Trench Preparation

Trenches for sanitary sewers shall be constructed to line and grade. Where rock or hard pan is encountered, place four inches of one-inch-minus granular material below the pipe. The bottom of the trench shall be of stable material. Where groundwater is encountered, the bottom shall be stabilized with granular material of one-inch maximum particle size. Bell holes shall be excavated at each joint so that the bell hangs free, allowing the barrel of the pipe to rest on the bottom of the trench.

3.5 Laying Pipe

- a. Inspect all pipe and fittings prior to lowering into trench to ensure no damaged or defective materials are being used. Clean ends of pipe thoroughly and remove any foreign matter. Avoid any physical damage to the pipe. Remove all damaged pipe from the job site.
- b. Pipe shall be laid true to line and grade. Pipe-laying shall proceed upgrade with spigot ends pointing in direction of flow. Clean the inside of the joint immediately before joining the pipe. Install pipe in accordance with the manufacturer's recommendations for the type of pipe being used.
- c. After the joint has been made, check pipe for alignment and grade. The trench bottom shall form a continuous and uniform bearing and support for the pipe between joints. Place sufficient pipe zone material to secure the pipe from movement before the next joint is installed. At all times, when laying operations are not in progress, close and block the open end of the last section. Plug or close off any open connection with temporary plugs.

Location

In general, local trunk and interceptor sewers will be located in existing street rights-of-way or in proposed street areas. Certain sewers will have to be located on easements following natural drainage courses. The location of the sewer lines in relation to other utilities must also be considered. There may be some conflict in final sewer locations due to interference with water mains, drains and electrical conduits. In most cases, however, sewer lines would pass beneath the other utilities. Sewer mains shall be at least ten (10) horizontal feet from any existing or proposed potable water facilities.



3.6 Water Line Crossings

Where sanitary sewer lines cross water lines, and the sewer pipe is above the water main or less than 18 inches clear distance vertically below the water main, construct the crossing by the following method:

- a. Replace existing sewer with a twenty-foot length of SDR 21 PVC pipe centered on the intersection with the pipe installed in a casing/sleeve pipe.
- b. Maintain ten-foot clear distance between any joint in the sewer line and any joint in the water line.
- c. Use approved adaptors for joints between the replaced pipe and the existing sewer pipe.
- d. Place flowable backfill material around water pipe and up to the spring line of the sewer pipe.

3.7 Services

Sewer services shall use pipe with a minimum diameter of four inches. The service materials shall be a minimum of PVC SDR 35. No main line taps over four inches shall be permitted. Larger taps shall require a manhole and the service shall be considered a main line covered by applicable specifications. All service extensions from new mains shall be made from a service saddle.

3.7.1 Sewer Service Termination

All related sewer connections to the structure being demolished shall be sealed in a manner to prevent accidental or intentional infiltration or seepage of ground- or surface water or placement of other foreign matter into the Town's sewer system. The adequacy of the sealing method shall be determined by the Town's Public Works Director or their designer.



3.8 Manholes

3.8.1 Materials

Manhole materials shall be as follows:

- a. Base. Precast or poured in place.
- b. Concrete, 3,000 psi minimum.
- c. Reinforcement, Grade 40 ASTM A 615.
- d. Barrel and cone. ASTM C-478. Cone to be eccentric.
- e. Steps. Provide OSHA-approved steps on manholes three feet and deeper.
- f. Frame and lid. Heavy-duty cast iron designed for traffic. Minimum weight of lid shall be 160 pounds. The lid shall make 100% contact with the frame and shall have "sewer" cast in the top in raised letters. There shall be no vent holes in the lid.
- g. Seal. All connections between wall sections shall be joined in such a manner to ensure it is watertight as approved by the Town's Engineer.

3.8.2 Installation

- a. In-line manholes shall be constructed a maximum of 400 feet apart. Wherever the sewer line changes horizontal or vertical alignment, pipe size or material, a manhole shall be constructed at the connection. Sewer extensions more than 300 feet from a manhole, or any other extensions as directed by the Town Engineer, shall end in a manhole.
- b. The base shall be placed on a six-inch minimum layer of three-fourths - inch-minus gravel. The floor shall be shaped to drain into the manhole invert. The manhole invert shall be constructed with a smooth transition and with no sharp edges or rough sections which tend to obstruct flow.

3.8.3 Testing

The manholes shall be hydrostatically tested by the exfiltration method. A maximum leakage of 0.2 gallon per hour per foot of head above the invert will be allowed.

3.9 Cleanouts

3.9.1 Materials

Cleanout materials shall be of the same size and material as the pipe it is connected to.

3.9.2 Installation

A double sweep cleanout shall be installed at the property line, a maximum of 3 feet from the building and every 75 feet for service lines in excess of that length, and at all bends in excess of 30° regardless of service line length.



3.9.3 At Sewer Terminus

Any extension shall end in a manhole. A concrete collar is required in any installation in travel ways. Mains shall be extended to the furthest boundary of the Developer's property to allow for future extension by others, unless a more limited extension is approved by the Town.

3.10 Testing

It is understood that each installation may vary based on field conditions. The procedures below must be completed in the presence of the Town's assigned representative. Any deviation from these procedures must be approved by the Town representative.

Note: Until the procedures described below have been completed and approved by Town, the new sewer system shall not be permitted to discharge into the existing system. Appropriate means, as approved by the Town, shall be installed to ensure this.

After installation and prior to acceptance by Town, the following is to be completed:

- a. Flushing/Cleaning Utilizing a high-pressure vacuum jetter,
- b. All new appurtenances must be cleaned, and
- c. All debris and excessive water removed.

Leakage/Pressure

Testing Plugs used to close the pipe for the air test must be securely braced to prevent the unintentional release of a plug, which can become a high velocity projectile. Gauges, air piping manifold, and valves shall be located at the top of the ground. No one shall be permitted to enter a manhole where a plugged pipe is under pressure. Air testing apparatus shall be equipped with a pressure release device, such as a rupture disk or a pressure relief valve, designed to activate when the pressure in the pipe exceeds 2 psig above the required test pressure. Air shall be slowly supplied to the plugged pipe section until the internal air pressure reaches 4 psig. Wait at least 2 minutes to allow for pressure and temperature stabilization to occur within the pipe. When the pressure decreases to 3.5 psig, the air pressure test shall begin. The pipe shall be considered acceptable if no pressure drop is noted for the duration of the test. The test shall be conducted on no more than 400 feet of pipe tested for 15 minutes.

Television Inspection/Sag Allowance

All newly installed lines must be televised with a camera suited for pipeline inspection. A copy of the inspection is to be provided to the Town on a format approved by the Town. The camera must be able to clearly assess the condition of the main and record and display slope/grade of the pipe. Prior to televising the pipeline, enough contrasting dye must be poured into the pipeline. The camera inspection must utilize a method, as approved by the



Town, to determine sag in the pipe. 1/32" per inch of pipe diameter, with a maximum sag of 1/2" is acceptable. Any sag greater than this is considered a failure and requires that section, and any other affected section(s) of main, to be replaced and retested.

3.10.1 Testing Materials

The contractor shall supply all test materials needed.

3.10.2 Equipment

- a. The contractor shall furnish all necessary testing equipment and perform the tests in a manner satisfactory to the Town Engineer. Any arrangement of testing equipment which will provide observable and accurate measurements under the specified conditions will be permitted.
- b. Gauges for air testing shall be calibrated with a standardized test gauge set at the start of each testing day. The calibration shall be witnessed by the Town Engineer.

3.10.3 Time

Testing of sections of the constructed sanitary sewer for final acceptance will not be performed until all service connections, manholes and backfilling are completed between the stations to be tested.

3.10.4 Failures

Any section of line failing any of the required tests shall be repaired or rebuilt at the contractor's expense prior to the Town's acceptance.

3.10.5 Pipe Alignment

Sewer lines shall be laid in straight alignment and on grade between manholes so that when a bright light is placed in the end of the sewer pipe, it can be seen from the adjoining manhole by looking through the sewer pipe.

3.10.6 Deflection

Internal deflection of sanitary sewers shall not exceed 5% of the internal diameter. Testing for excessive deflection will generally be performed on 25% of the sewer lines. If deflections more than 5% are found, all lines may be tested. Sewer lines shall be tested by pulling a "go/no-go" gauge which is 95% of the pipe diameter through the line. If the gauge cannot pass through the line, the line shall be repaired.



3.10.7 Hydrostatic and Air

All sewers, manholes and appurtenances shall successfully pass a hydrostatic or air test prior to acceptance and shall be free of visual defects. Use either method of testing, except that when, because of grade, the hydrostatic head at the downstream manhole would be greater than 20 feet for a hydrostatic test, the air test shall be used.

3.10.8 Infiltration

The contractor shall determine the height of the water table at the time of the test by exploratory holes, as approved by the Town Engineer. When the groundwater table is a minimum of five feet higher than every section of pipe in the test section, the infiltration method may be used. The infiltration rate is determined by plugging the upstream manhole in the test section, and then measuring the flow through the downstream manhole using a weir or other device. The pipe and joints shall sustain a maximum leakage of 0.001 gallon per hour per inch diameter per foot of pipe.

3.10.9 Air

Determine the height of the groundwater over the test section at the time of the test. After all openings in the test section are plugged, introduce air slowly into the pipe. When the pressure in the line is five psi higher than the back pressure due to groundwater (0.433 psi per foot of water above the invert), maintain this pressure for at least two minutes to allow the temperature to stabilize. Then shut off the air supply allowing the pressure to drop. Clock the time required for the pressure to drop from 3.0 to 2.5 psi above the groundwater back pressure. The line shall pass the test if the time required for the 0.5 psi drop is greater than those shown as follows:

TIME REQUIREMENTS FOR AIR TESTING	
Pipe Diameter (inches)	Time (minutes:seconds)
4	2:32
6	3:50
8	5:06
10	6:22
12	7:39
15	9:35
For larger dimensions use: Time in seconds = 38.5 x pipe diameter in inches.	



3.10.10 Subsequent Failure

Infiltration of groundwater in an amount greater than specified in this article following a successful hydrostatic or air test as specified shall be considered as evidence that the original test was in error or that subsequent failure of the pipeline has occurred. The contractor will be required to correct such failures should they occur within the warranty period of one year.

3.11 Grease Traps

Grease trap installation is required in accordance with applicable Town Ordinance(s).

4. **Water**

Water Pressure

Water systems shall be designed to provide an adequate quantity of water at a positive pressure of at least 30 psi under peak hour demand flow conditions, measured at any customer's water meter. For fire flow, the distribution system shall be designed to provide the required fire flow at a residual pressure of 20 psi throughout the system during fire flows under peak hour flow conditions

4.1 Mains

4.1.1 Pipe Materials

Distribution Mains

Distribution water mains shall be in accordance with the Town's approved materials list. The minimum size of water mains shall be eight inches for dead-end mains service fire hydrants or six inches for looped mains or as determined by the Town's Engineer. All pipe connections shall be restrained bell and spigot with restraint rubber rings or mechanical joints.

Transmission Mains

Transmission water mains designed to solely transmit water with no service taps may be PVC or ductile iron. Prior to approval to utilize ductile iron, a soils corrosivity test will be required. Corrosive soil conditions will require non-native backfill material and any other protective means required by the Town's Engineer. The pipe shall conform to AWWA C 150 for thickness design. It shall have cement mortar lining conforming to AWWA C 104 and shall be bituminous coated. Pipe joints shall have ground straps, wedges (three minimum) or metal-tipped gaskets to provide electrical continuity throughout the line. All pipe connections shall be restrained bell and spigot with restraint rubber rings or mechanical joints.



4.2 Depth of Cover

Minimum depth of cover shall be six feet from top of pipe to finish grade for water mains.

4.3 Fittings

Fittings shall conform to AWWA C 110 and be cement mortar lined and restrained.

4.4 Valves

- a. Gate Valves. All gate valves shall conform with AWWA C 515. All exposed gate valves shall include an operating disc or wheel mounted for convenient operation. All buried gate valves shall have a standard two-inch operating nut and open counterclockwise. A two-piece adjustable valve box shall be installed with a cast iron lid with the word "water" cast into the lid and a concrete collar poured around the lid at grade. A mud plug shall be installed in each valve box to reduce debris.
- b. Air Relief Valves (ARV). ARV's shall be installed at peak elevations, crossings over/under bridges, creeks, rivers, etc., on a water main or areas prone to air accumulation or as directed by the Town's Engineer. All piping shall be sloped to permit the escape of any entrained air.

4.5 General Facility Placement

All piping, pumping, source, storage and other facilities shall be in public rights-of-way, dedicated utility easements, or on Town-owned property. Utility easements must be a minimum of 15 feet in width, and piping shall be installed no less than 5 feet from the easement's edge. Unrestricted access shall be provided to all public water system lines and their appurtenances and all public fire hydrants. Where existing utilities or storm drains are in place, new facilities shall conform to these standards as nearly as practicable and still be compatible with the existing installations. Where practical, there shall be at least 5 feet horizontal separation from other utilities. Mains shall be extended to the furthest boundary of the Developer's property to allow for future extension by others, unless a more limited extension is approved by the Town.

4.6 Fire hydrants

Hydrants shall be in accordance with AWWA C 502, with a cast-iron body, suitable for working pressures of 150 pounds per square inch. Hydrants shall be constructed in a manner permitting withdrawal of internal working parts without disturbing the barrel or casing. Hydrants shall be of five-and-one-half inch valve size with a six-inch shoe and six-inch gate valve. Hydrants shall be watertight when the upper portion of the barrel is broken off. The direction of opening shall be left (counterclockwise) and cast on the head of the hydrant. Two two-and-one-half-inch nozzles threaded with National Standard fire hose threads and one four-and-one-half-inch pumper port shall be furnished. The hydrant pump nozzle shall face the street. Hydrant caps shall be securely chained to the barrel. The height of the hydrant shall be 48" from the traffic flange to the operation nut. Hydrants shall



have a red painted steel 48" tall flag attached the hydrant. Hydrants shall be painted one coat of primer and two finishing coats of approved red paint in accordance with the manufacturer's recommendation, subject to the Town Engineer's approval. Any privately owned fire hydrants shall be painted yellow. All fire hydrants shall maintain a minimum 3' of clear space around the hydrant.

4.7 Looping of Water Mains.

All extensions of Town water mains shall be looped, and there shall be no dead-end extensions of mains. Where looping would be impractical, the Town Engineer, in its sole discretion, may grant an exception to this requirement and require a fire hydrant to be installed at the end of a dead end and/or impose any conditions on such exception as the Town Engineer may deem appropriate.

4.8 Layout and Support

All pipe shall be laid and maintained to the required lines and grades. Fire hydrants shall be spaced so that there is at least one hydrant within a three-hundred-foot radius, or as required by local fire code, from any point in the area served. Fittings, valves and other appurtenances shall be at the required locations with joints centered, and all valves and hydrant stem plumb. Temporary support, adequate protection, and maintenance of all underground utilities encountered in the progress of the work will be furnished by the contractor at his own expense. Where the grade or alignment of the pipe is obstructed by existing utility structures, the obstruction shall be permanently supported, relocated or removed by the contractor in cooperation with the owners of the utility structure.

4.9 Laying

Pipe shall be laid directly into the trench bottom containing coupling holes and shaped to provide continuous contact with the pipe between coupling holes. All foreign matter or dirt shall be removed from the interior of the pipe before lowering it into the trench. The pipe shall be kept clean by means approved by the Town Engineer during and after laying. When pipe laying is not in progress, the open ends of the installed pipe shall be closed by approved means to prevent entrance of trench water into the line. Pipe will be joined in accordance with the manufacturer's recommendation, subject to the Town Engineer's approval for the size and type of pipe being used.

4.10 Thrust Restraint

Thrust restraint shall be provided at all changes in direction or as required by the Town Engineer.



4.11 Sanitary Sewer Crossings

Where water lines cross sanitary sewer lines, and the sewer pipe is above the water main or less than 18 inches clear distance vertically below the water main, the crossing shall be constructed by the following method:

Replace the existing sewer with a twenty-foot length of SDR 21 PVC or ductile iron pipe centered on the intersection with the water main. Maintain a ten-foot clear distance between any joint in the sewer line and any joint in the water line. Use approved adaptors for joints between the replaced pipe and the existing sewer pipe. Place flowable backfill around the water pipe and up to the spring line of the sewer pipe. Water and sewer mains shall be placed no less than 10 feet apart horizontally.

4.12 Services

4.12.1 Materials.

Water-service materials shall be HDPE for sizes 2" and smaller and utilize compression style fittings installed with a tracer wire and appropriate grounding.

- a. Water services larger than 2" may be PVC C-900 or ductile iron. Three-inch water services are not permitted. If a three-inch water meter is to be used, a concentric reducer shall be installed.
- b. Tap. All taps require a hot top method if the water main is active and a tapping saddle.
- c. Corporation stops. Corporation stops shall be bronze or red brass threaded in accordance with AWWA C 800.
- d. Curb stops. Curb stops shall be bronze with compression fittings. Curb stops shall be installed in an adjustable curb box with a stationary rod.

4.12.2 Installation

When tapping a line, the drill shavings shall be prevented from entering the main line. The curb stop box lid shall be installed within 1/4 inch of finished grade.

4.12.3 Water Meters

All water must be metered by Town owned and issued meters. Temporary meters may be installed by the Town for temporary construction purposes.

4.12.4 Installation shall be in accordance with the Town Standard Drawings.



- 4.12.5 Service line sizes shall be 1", 2", 4", 6", or 8", depending on water demand.
- Any branched service lines must include a shut off and metered separately.
 - Domestic water service taps are prohibited on any line primarily designed to service fire sprinkler systems and/or fire hydrants.
 - Manifolding, combining, or connecting several smaller meters to meet a flow demand that could be provided by a single larger meter is not allowed.
 - Water service taps shall have a minimum three (3) feet separation between taps. Water meter type shall be determined by the Town based on application.
 - Water meters are to be supplied and installed by Town staff only after payment and completion of all requirements set forth by the Town.
 - Meter pits should be always installed in areas accessible. They should not be in driveways, sidewalks, manmade or natural drainage channels, retention basins, etc. and should be placed in the right-of-way.
 - In the case where a meter must be relocated, it may be relocated a maximum of five (5) feet from the original location. If the location is greater than five (5) feet, the service line must be severed at the corporation stop and a new service line installed.

4.12.6 Fire Lines

A dedicated fire line must be installed when required by the Fire Marshal or local building codes.

- All new installations of water service and remodeling requiring a building permit within the areas served by the municipal water system of the Town shall require the installation of a backflow prevention device approved by the Town. The device is to be obtained at the time a building permit is issued and is to be installed at the expense of the Owner. The installation must pass inspection by the Town and is subject to periodic inspection by the Town. All required maintenance and repair of an installed device will be the responsibility of the Owner.
- At the time of installation of any backflow prevention device as required by this section, a pressure relief valve and/or an expansion tank also must be installed. The device is to be obtained at the time a building permit is issued and is to be installed at the expense of the customer. All required maintenance and repair of a pressure relief valve will be the responsibility of the customer.
- All new installations of water service and remodeling requiring a building permit within the areas served by the municipal water system of the Town shall require the installation of a water meter, which meter must be purchased from the Town. The device is to be obtained at the time a building permit is issued and is to be installed at the expense of the customer. All new water services shall have the related water meter installed in a pit located on the subject property. All expenses associated with the installation, including but not limited to cost of



water meter, labor, materials and equipment, shall be at the expense of the Owner. The installation must pass inspection by the Town and is subject to periodic inspection by the Town.

- d. The backflow prevention device and water meter must be installed in such a way as to prevent freezing and to provide access for periodic inspection and maintenance.

4.12.7 Yard Hydrants

All yard hydrants shall have an approved backflow prevention device placed between the yard hydrant and the Town water service. Existing yard hydrants not having such approved backflow prevention device shall be retrofitted with such a device or removed at the direction of the Town at the property owner's expense. A failure to remove a noncompliant existing yard hydrant after direction by the Town may result in water service being shut off by the Town. The Town shall approve any backflow device used in all water systems.

4.12.8 Disconnect

All related water connections to the structure being demolished shall be sealed in a manner so as to prevent accidental or intentional infiltration or seepage of ground- or surface water or placement of other foreign matter into the Town's water system. The adequacy of the sealing method shall be determined by the Town.

4.12.9 New Water Main Chlorination, Flushing, Pressure/Leak Testing, Sampling and Tie-In

It is understood that each installation may vary based on field conditions. The procedures below must be completed in the presence of the Town's assigned representative. Any deviation from these procedures must be approved by the Town.

Note: Until the procedures described below have been completed, the new water main must be considered contaminated and maintain a physical separation from the existing water system. A temporary connection to the water system through an approved meter and backflow prevention assembly is allowed only during filling and flushing activities.

After approval by the Town and final tie into the existing water system, all new infrastructure is to be operated by Town staff only.



Chlorination

Calcium hypochlorite granules with ~65 percent available chlorine by weight shall be used for chlorination. During construction, calcium hypochlorite granules shall be placed at the upstream end of the first section of pipe, at the upstream end of each branch main, and at 500-ft intervals. The quantity of granules placed at these intervals shall be as shown below.

CALCIUM HYPOCHLORITE GRANULES TO BE PLACED INSIDE NEW WATER MAIN AT SPECIFIED LOCATIONS	
Pipe Diameter (inches)	Calcium Hypochlorite Granules (oz)
4	1.7
6	3.8
8	6.7
10	10.5
12	15.1
For larger dimensions use: Time in seconds = 38.5 x pipe diameter in inches.	

Filling and Chlorine Contact

When installation has been completed, the main shall be filled with water at a rate to ensure that the water within the main will flow at a velocity no greater than 1 ft/sec (0.3 m/sec) (See Table Below)*. Precautions shall be taken to ensure that air pockets are eliminated. This water shall remain in the pipe for at least 24 hr. If the water temperature is less than 41°F (5°C), the water shall remain in the pipe for at least 48 hr. Water used to fill the new main shall be supplied through a temporary meter connection that shall include an appropriate cross-connection control device to be supplied by the district upon payment of all prevailing fees. A detectable free chlorine residual (>0.2 mg/L) shall be found at each sampling point after the 24-hr or 48hr period.

**A special pipeline pig shall be used when the required flushing velocity cannot be achieved or when needed to conserve water.*

1 ft/sec FLUSHING VELOCITY	
Pipe Diameter (inches)	Gallons per Minute (GPM)
2	10
4	39
6	88
8	157
10	245
12	353



Hydrostatic Pressure Test/Leakage Test

After the chlorine contact time is completed and prior to flushing, a pressure test and leakage test are conducted concurrently. The temporary meter connection and backflow device are to be disconnected during the test.

All new infrastructure installed shall successfully pass a pressure test of 1.25 times the stated anticipated maximum sustained working pressure of the pipeline measured at the highest elevation along the test section and not less than 1.5 times the stated sustained working pressure at the lowest elevation of the test section. The minimum test duration shall be two (2) hours.

New infrastructure shall not exceed allowable leakage determined using the following formula:

$$L = \frac{SD\sqrt{P}}{133,200}$$

Where:

L	Allowable leakage (GPM)	S	Length of pipe in (feet)
D	Nominal pipe diameter (inches)	P	Average test pressure (psi)

Flushing

Heavily chlorinated water must be neutralized to a level so as not to cause harm or damage to the environment. Flushing shall take place until chlorine measurements show that the concentration of the water leaving the new water main is no higher than that generally prevailing in the distribution system or that is acceptable for domestic use.

Bacteriological Testing

After flushing and before the new water main is connected to the distribution system, acceptable samples shall be collected from the new main following one of two options:

- Option A: Before approving a main for release, take an initial set of samples and then resample again after a minimum of 16 hr. Both sets of samples must pass for the main to be approved for release.
- Option B: Before approving a main for release, let it sit for a minimum of 16hr without any water use. Then collect samples without flushing the main, two sets of samples a minimum of 15 min apart while the sampling taps are left running. Both sets of samples must pass the main to be approved for release.



The number of samples shall be representative of the new infrastructure installed and at minimum be collected at/from:

- every 1,200 ft of new water main
- end of the of the new water main
- each branch

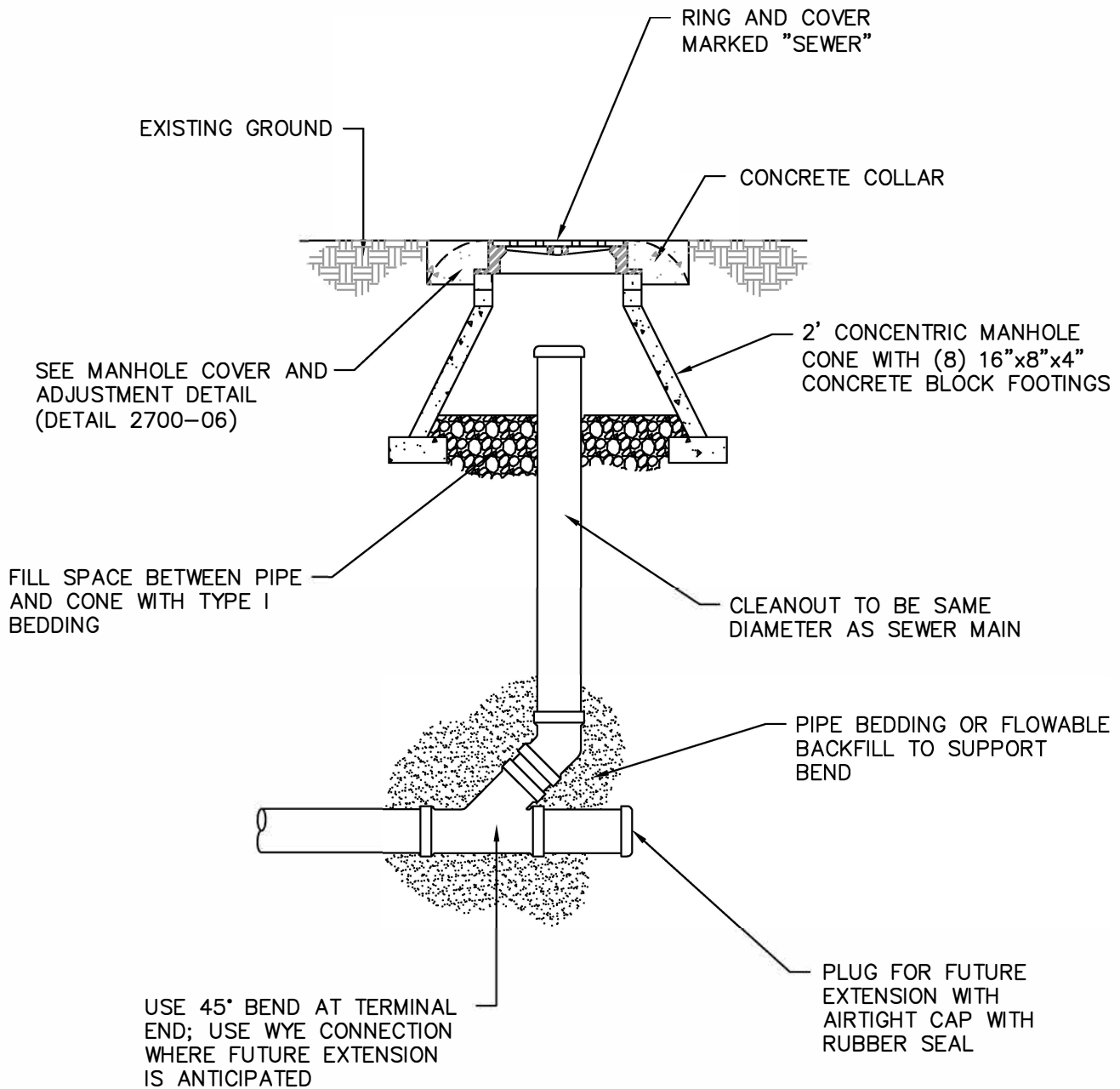
Sample collection and lab analysis is performed by the Town and its designated lab or under the direction and approval of the Town.

Final Connections to Existing Main, Flush and Bacteriological Sample

- Final pipe connections from the new water main to the existing water main shall be one pipe length, 20ft, or less. All pipe, fittings, valves, etc. are to be spray disinfected or swabbed with a minimum 1-5% solution of chlorine just prior to being installed.
- A final flush is to be completed to ensure air or foreign material in the main, because of the final connection, is expelled.
- A bacteriological sample shall be collected downstream of the nearest point from the final tie in connection on the new water main.
- All distribution gate valves shall be in the open position and any future operation of any part of the new infrastructure shall be performed by Town staff only.

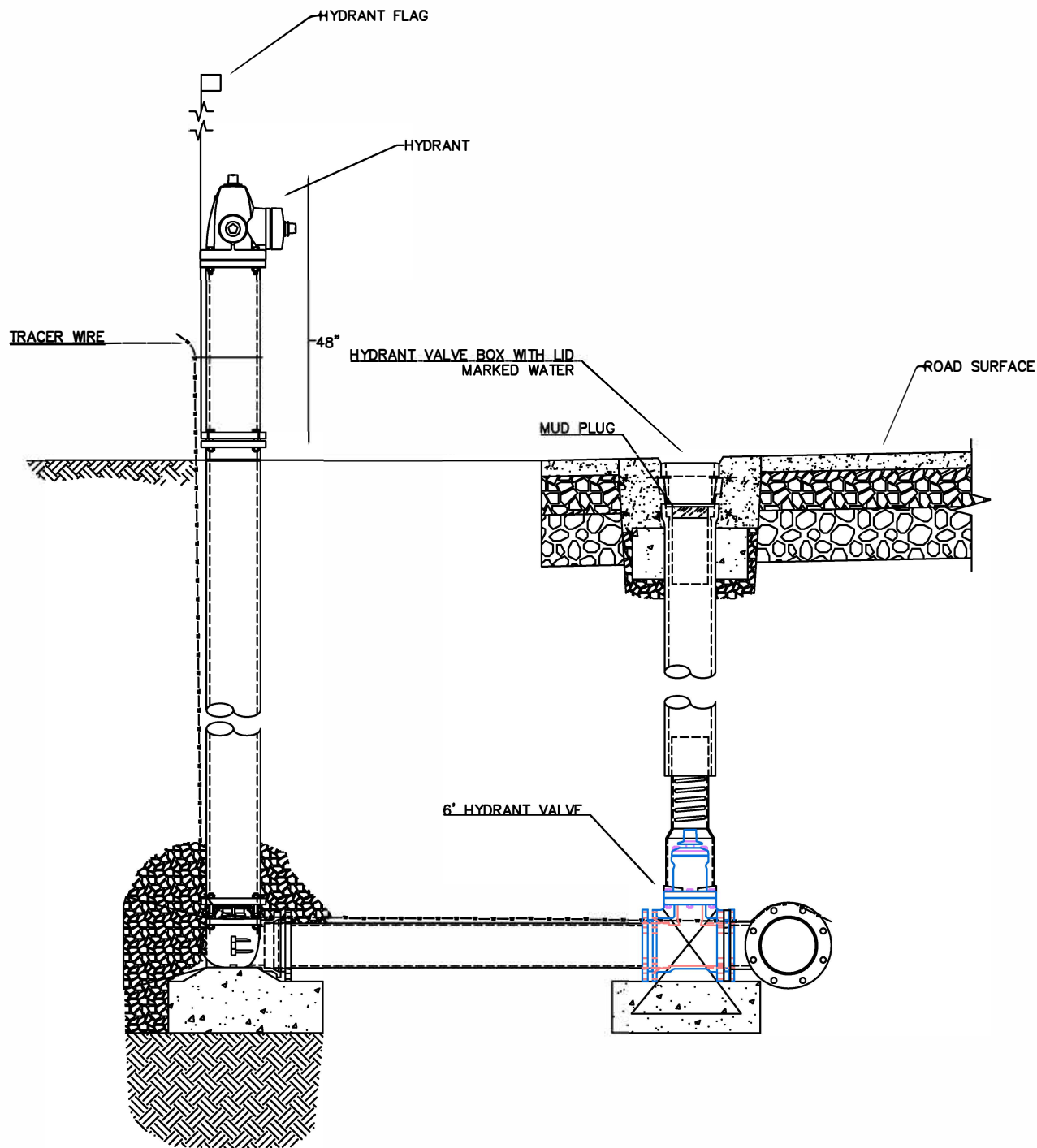
Acoustic Leak Detection Survey

Prior to the expiration of the one-year warranty period, at the contractor's expense, an acoustic leak detection survey shall be conducted which utilizes recording devices installed for no less than 24 hours. A report, as approved by the Town, will be submitted and any suspected leaks investigated and/or repaired at the contractor's expense. Should the Contractor fail to complete the acoustic leak survey and/or repair defective materials or workmanship, the Town may cause the necessary repairs to be made and charge the Contractor with the actual cost of all labor, materials, and administrative costs incurred.



6" CLEANOUT FOR SERVICES WILL REQUIRE CAST IRON COVER AS SHOWN IF LOCATED IN A DRIVEWAY OR ROADWAY

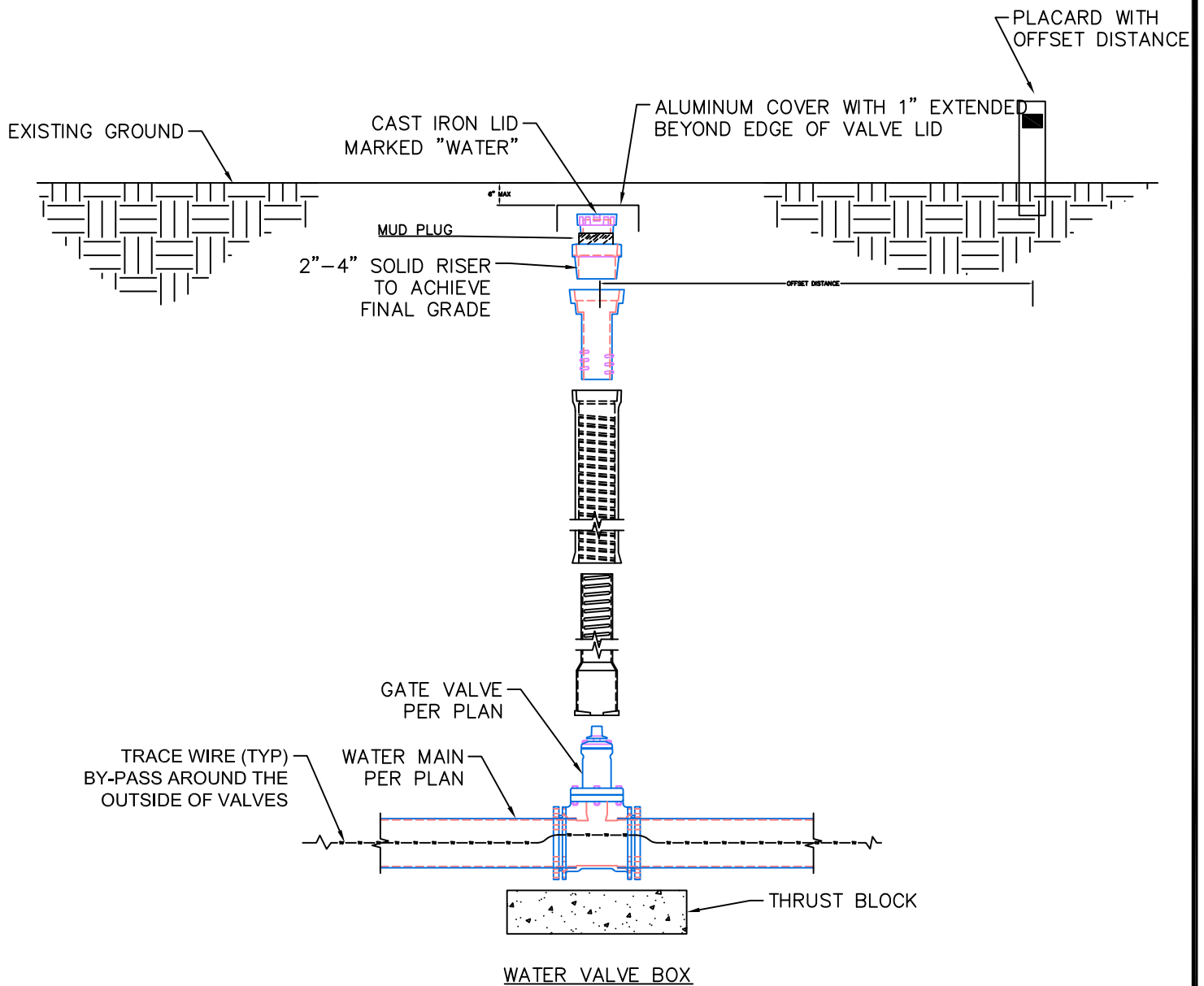
CLEAN OUT DETAIL 6" AND LARGER
NO SCALE



NOTES:

1. MAINTAIN 3' CLEAR SPACE AROUND HYDRANT
2. CAPS MUST BE CHAINED TO BARREL
3. ALL PUBLIC FIRE HYDRANTS MUST BE PAINTED AN APPROVED RED

FIRE HYDRANT
NO SCALE

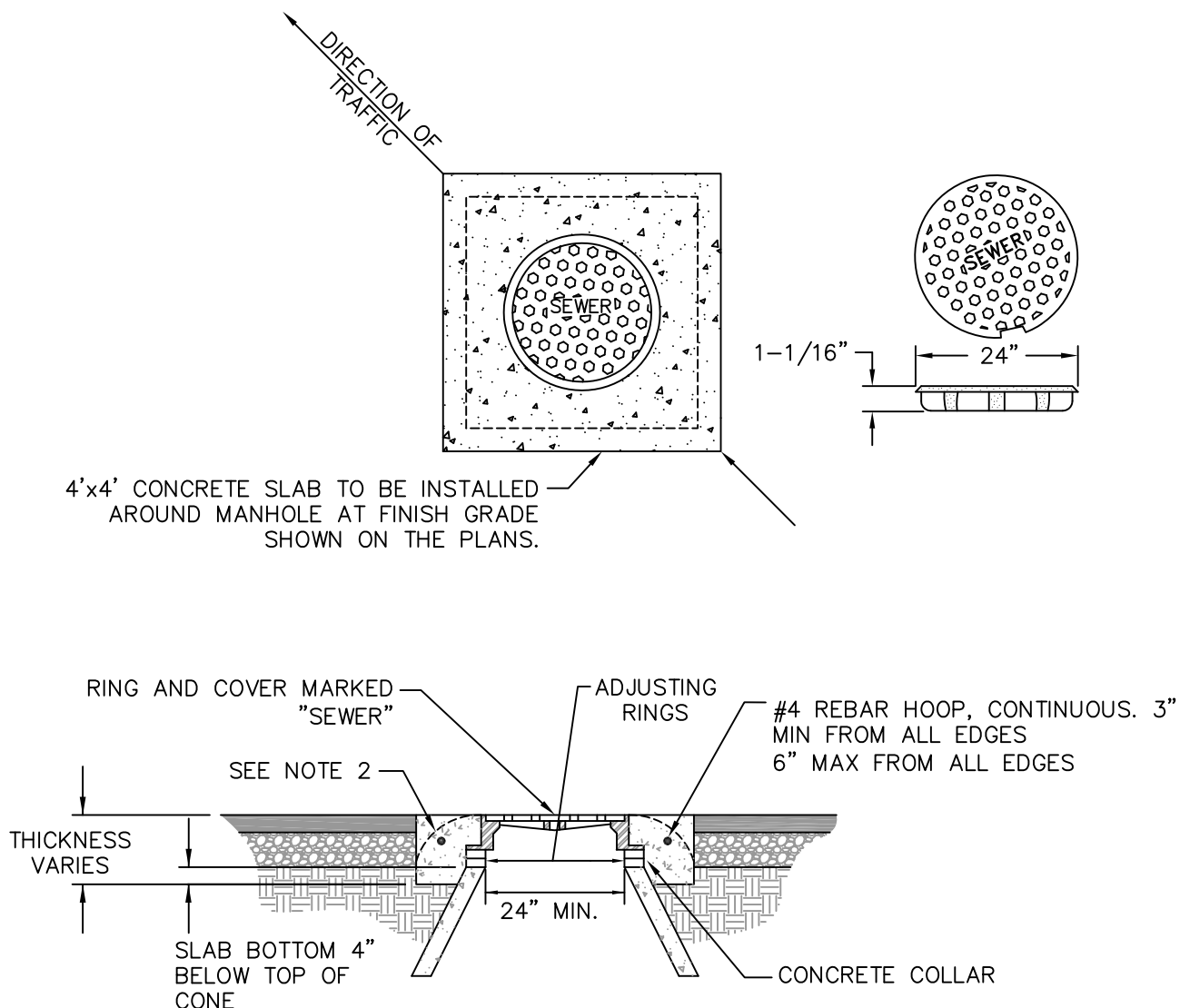


NOTES:

1. ADJUST WATER VALVE BOX UPWARD OR DOWNWARD AS REQUIRED. FINAL ADJUSTMENT SHALL BE MADE AFTER GRADES HAVE BEEN RE-ESTABLISHED.
2. **VALVE BOX DEBRIS CAP WITH TIGHTENING WHEEL AND RUBBER SEAL ARE REQUIRED TO BE PLACED IN ALL VALVE BOXES.**
3. FOR VALVES LOCATED UNDER ROADWAY SEE DETAIL 4.1.3
4. FOR VALVES LOCATED OUTSIDE OF ROADWAY SEE DETAIL 4.1.3
5. INSTALL PLACARD WITH OFFSET DISTANCE ON EDGE OF ROAD.
6. VALVE WILL TERMINATE BELOW GROUND WHEN UNDER THE ROAD WAY. SEE VALVE TERMINATION DETAIL FOR OUTSIDE ROADWAY.
7. A MUD PLUG SHALL BE INSTALLED IN EACH VALVE BOX TO REDUCE DEBRIS.

GATE VALVE DETAIL

NO SCALE



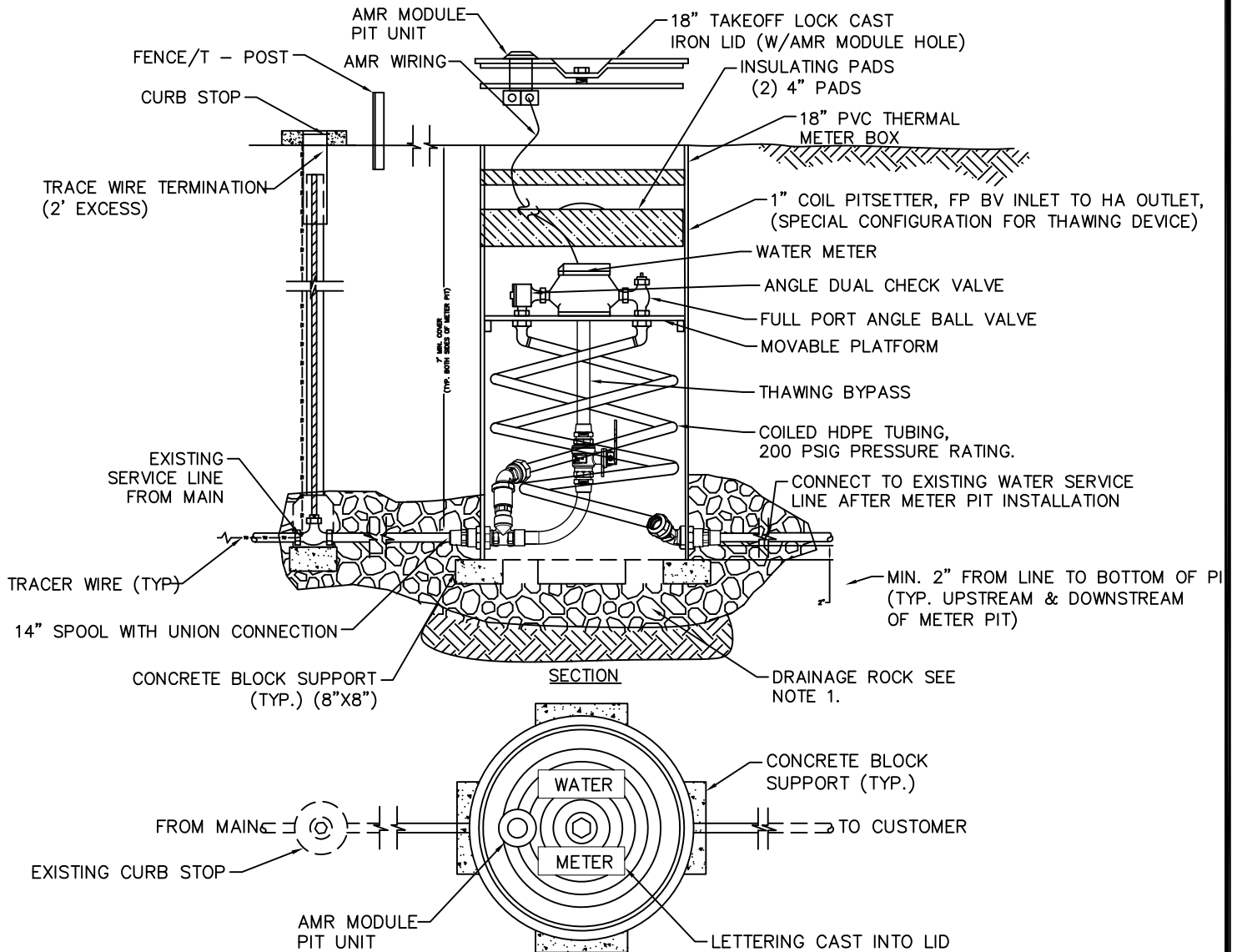
NOTES:

1. ADJUST MANHOLES UPWARD WITH ADJUSTING RINGS UNDER RING AND COVER (12" MAX). ADJUST MANHOLE DOWNWARD BY REMOVING A PORTION OF THE MANHOLE RISER AND REBUILDING TO PROPER DIAMETER. SLOPE MANHOLE RING AS REQUIRED TO MATCH STREET GRADE AND CROSS SLOPE. FINAL MANHOLE ADJUSTMENT WILL BE MADE AFTER PAVING AND BEFORE SEAL COATING.
2. ROUND EDGES OF CONCRETE COLLAR IN GRAVELED TRAFFIC AND NON-TRAFFIC AREAS.
3. PLACE AND FINISH CONCRETE PER THE SPECIFICATIONS.

MANHOLE COVER AND ADJUSTMENT DETAIL

NO SCALE

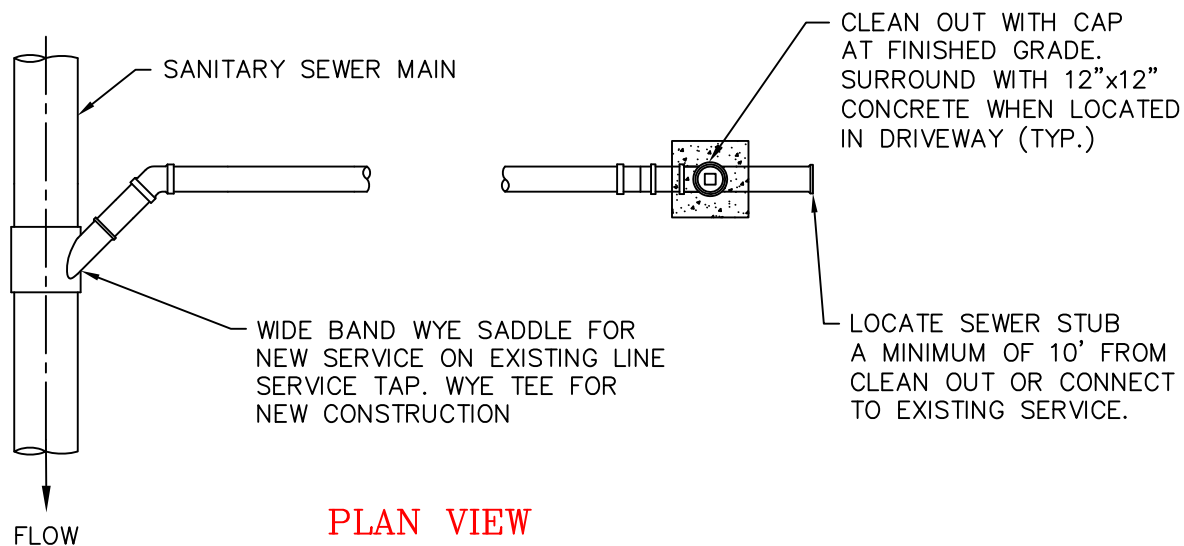
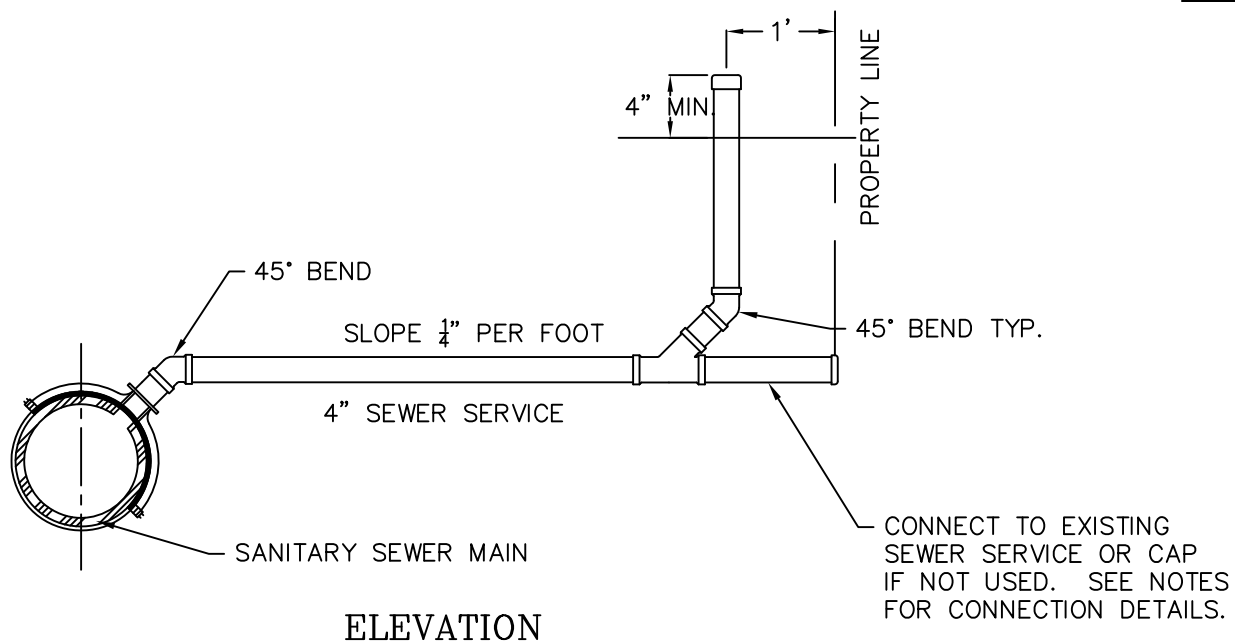
ORIGINAL DRAWINGS PRODUCED BY WLC FOR THE TOWN OF PINEDALE. ANY MODIFICATION TO THE DRAWINGS WITHOUT PRIOR CONSENT FROM THE TOWN OF PINEDALE AND WLC IS PROHIBITED. ANY USER OF THIS INFORMATION WITHOUT PRIOR WRITTEN CONSENT AGREES TO WAIVE ALL CLAIMS AGAINST WLC ARISING FOR THE SERVICE PERFORMED BY WLC.



PLAN
METER BOX DETAIL
NO SCALE

NOTE:

1. Meter Pit shall not be installed within driveways or sidewalks for new construction.



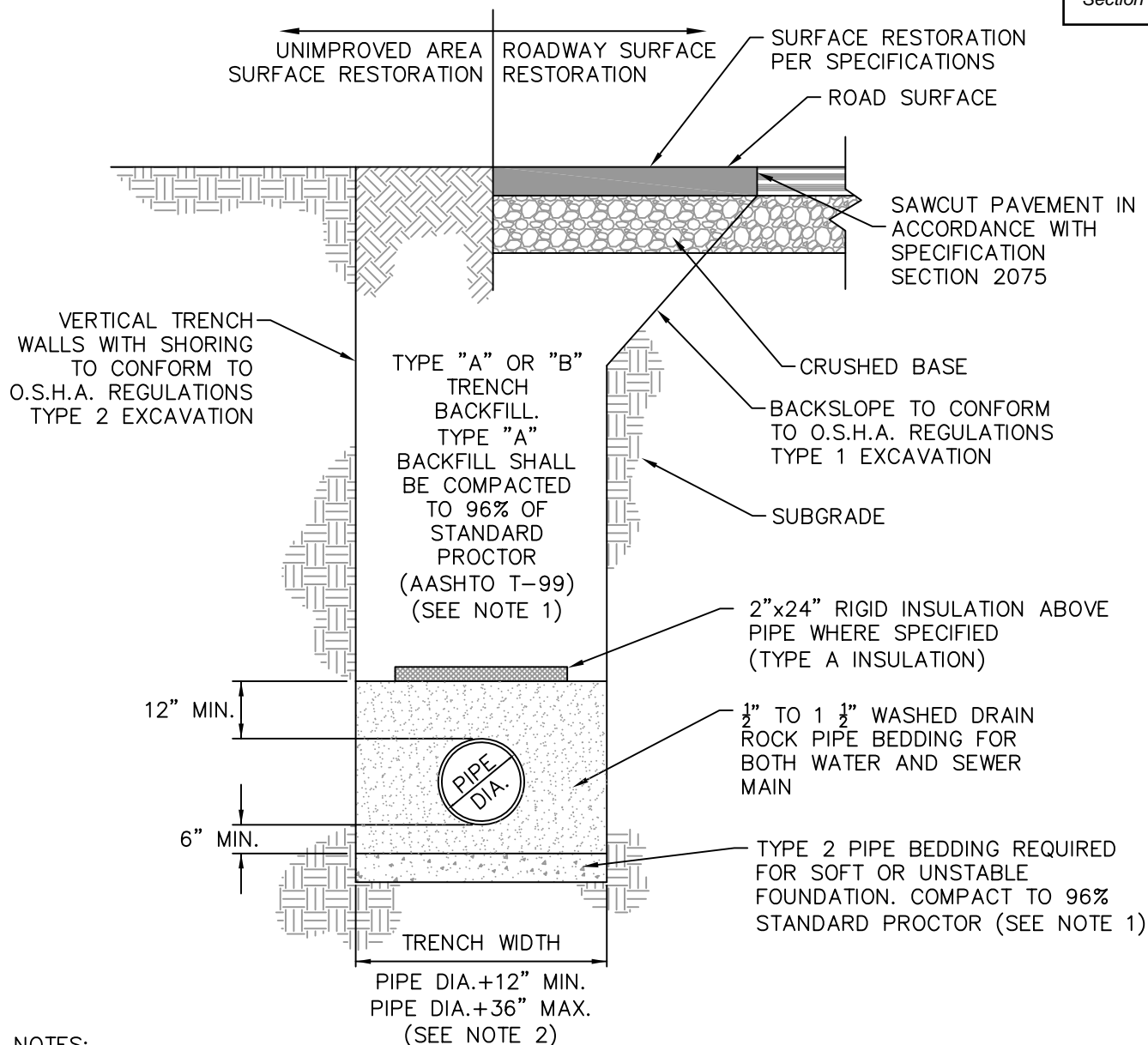
NOTES:

1. ALL SEWER MAINS AND SERVICES SHALL BE BEDDED IN $\frac{1}{2}$ " to 1 $\frac{1}{2}$ " DRAIN ROCK BEDDING, UNLESS ALTERNATE APPROVED BY ENGINEER.
2. ALL SERVICES SHALL BE AT LEAST SDR 35 PVC PIPE.
3. PVC TO PVC/ABS SERVICE CONNECTIONS SHALL REQUIRE SMITH-BLAIR 226 FULL CIRCLE CLAMP OR EQUIVALENT.
4. PVC TO VCP SERVICE CONNECTIONS SHALL REQUIRE FERNCO 1002 SERIES COUPLING OR EQUIVALENT.

SEWER SERVICE DETAIL

NO SCALE

ORIGINAL DRAWINGS PRODUCED BY WLC FOR THE TOWN OF PINEDALE. ANY MODIFICATION TO THE DRAWINGS WITHOUT PRIOR CONSENT FROM THE TOWN OF PINEDALE AND WLC IS PROHIBITED. ANY USER OF THIS INFORMATION WITHOUT PRIOR WRITTEN CONSENT AGREES TO WAIVE ALL CLAIMS AGAINST WLC ARISING FROM THE SERVICE PERFORMED BY WLC.

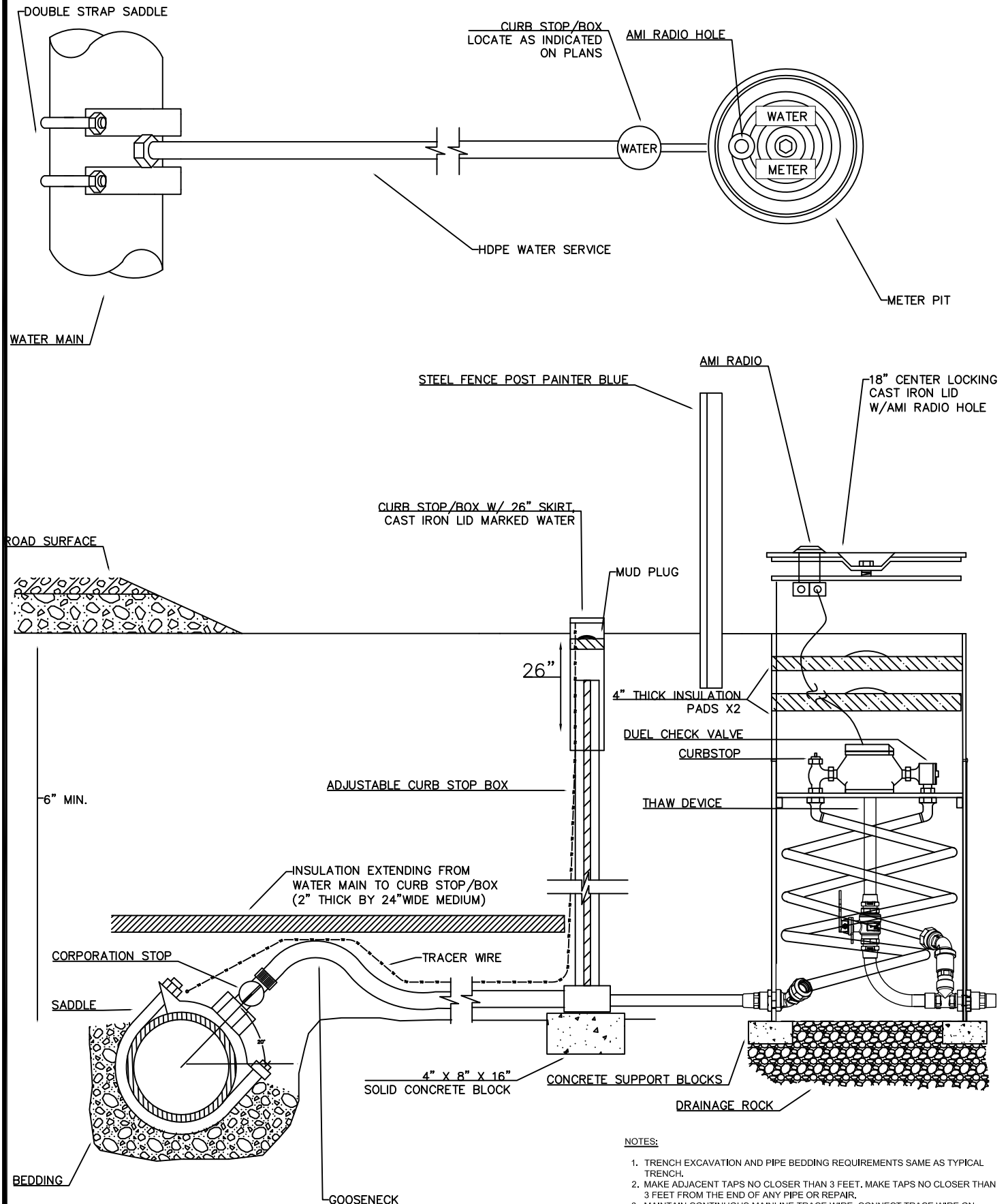


NOTES:

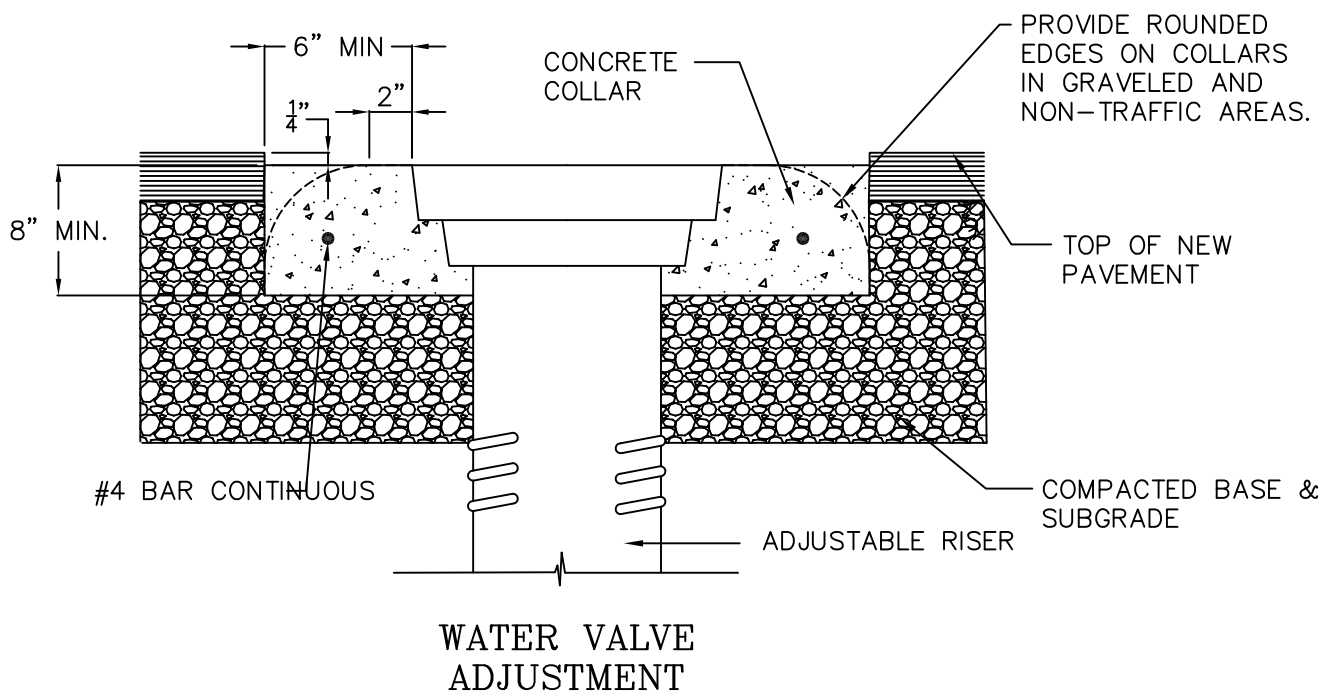
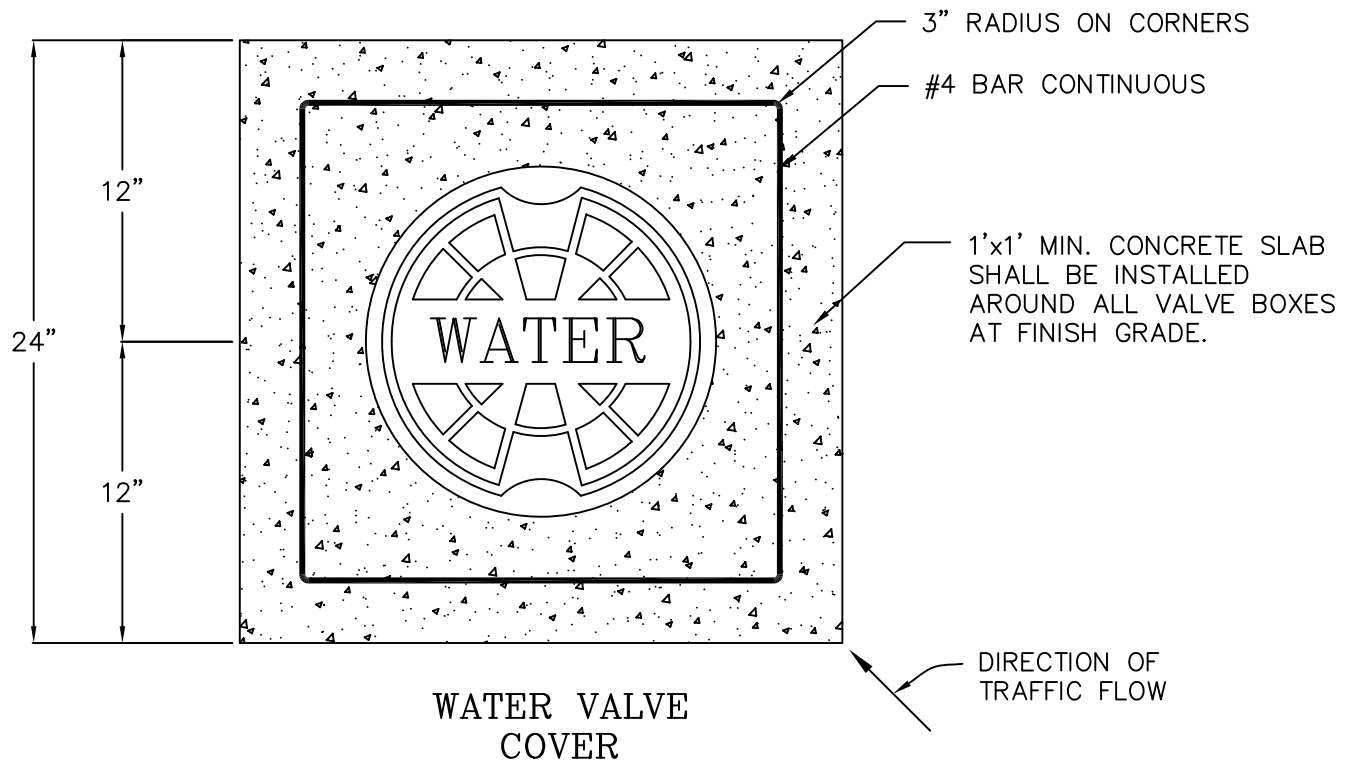
1. FOR TRENCHING, BEDDING AND BACKFILL REQUIREMENTS, SEE SPECIFICATIONS SECTIONS _____.
2. WHERE THE SPECIFIED MAXIMUM TRENCH WIDTH IS EXCEEDED, OR IF THE PIPE IS INSTALLED IN COMPACTED EMBANKMENT, THEN PIPE EMBEDMENT SHALL BE COMPACTED TO 96% OF STANDARD PROCTOR MAXIMUM DENSITY (ASTM D-698) TO A POINT AT LEAST 3 PIPE DIAMETERS FROM THE PIPE ON BOTH SIDES OF THE PIPE OR TO THE TRENCH WALL, WHICHEVER IS LESS.
3. WHERE TRENCH PASSES THROUGH EXISTING PAVEMENT, THE PAVEMENT SHALL BE CUT IN ACCORDANCE WITH SPECIFICATION SECTION _____.
4. PROVIDE 12" MINIMUM HORIZONTAL CLEARANCE BETWEEN PIPE WALLS FOR MULTIPLE PIPES INSTALLED IN SAME TRENCH. MATCH INVERT ELEVATIONS UNLESS OTHERWISE SPECIFIED.
5. PAVED ROAD SURFACING SHALL BE CUT AND REPLACED WITH A MINIMUM WIDTH OF 4'.

TYPICAL WATER AND SEWER TRENCH DETAIL

NO SCALE



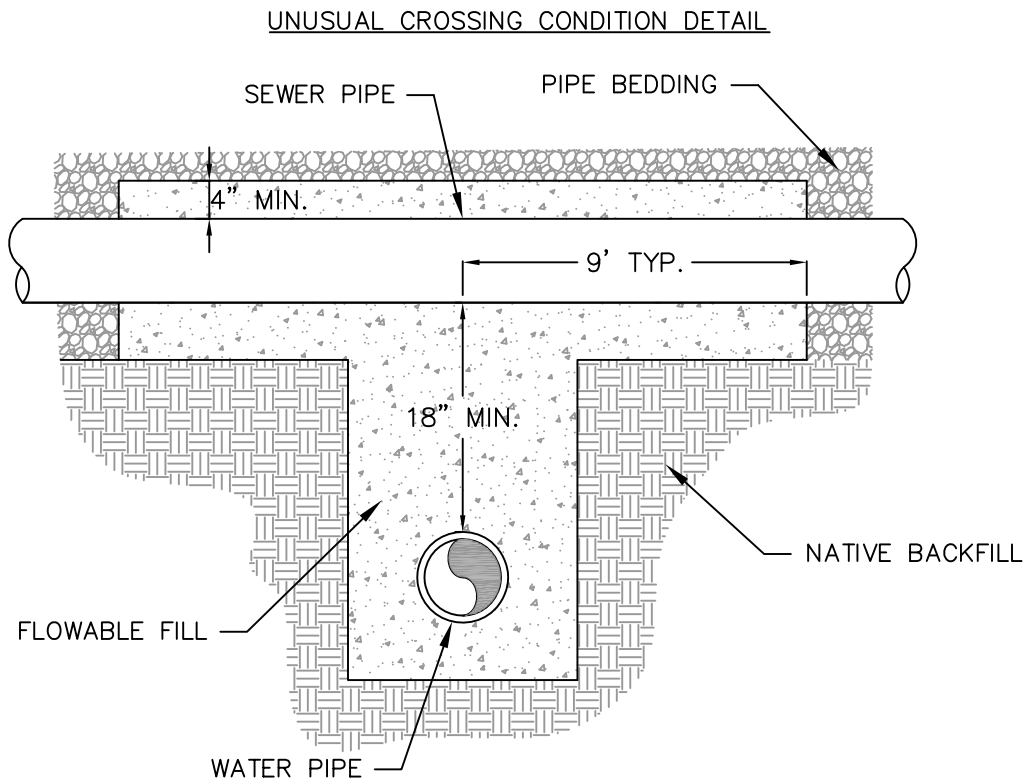
TYPICAL WATER SERVICE
NO SCALE



NOTES:

1. ADJUST WATER VALVES UPWARD OR DOWNWARD AS REQUIRED TO MATCH FINISH GRADE.
2. 3500 PSI CONCRETE WITH FIBER REINFORCEMENT MAY BE SUBSTITUTED FOR THE REBAR.

WATER VALVE ADJUSTMENT DETAIL
NO SCALE



NORMAL CONDITIONS – WATER MAINS CROSSING SANITARY MAINS, OR STORM SEWERS SHALL BE LAID ABOVE TO PROVIDE A VERTICAL SEPARATION OF AT LEAST EIGHTEEN (18) INCHES WHENEVER POSSIBLE. THE DISTANCE SHALL BE MEASURED FROM THE TOP OF THE SEWER PIPE TO THE BOTTOM OF THE WATER PIPE.

UNUSUAL CONDITIONS – WHEN LOCAL CONDITIONS PREVENT A VERTICAL SEPARATION OF AT LEAST EIGHTEEN (18) INCHES AS NOTED ABOVE, THE FOLLOWING CONSTRUCTION SHALL BE USED:

1. THE SANITARY SEWER SHALL BE ENCASED IN FLOWABLE FILL A MINIMUM OF TEN (10) FEET EACH SIDE OF THE CROSSING; OR
2. THE SANITARY SEWER, STORM SEWER OR WATER MAIN SHALL BE PLACED IN A SEPARATE CASING PIPE EXTENDING A MINIMUM OF TEN (10) FEET EACH SIDE OF THE CROSSING; OR
3. THE SANITARY SEWER OR STORM SEWER JOINTS SHALL BE CONSTRUCTED OF MATERIALS AND WITH JOINTS THAT ARE SDR 21 PVC OR DUCTILE IRON AND SHALL BE TESTED FOR WATER TIGHTNESS BY SEWER LINE METHODS.
4. WATER MAINS PASSING UNDER SEWER LINES SHALL IN ADDITION TO THE ABOVE REQUIREMENTS, BE PROTECTED BY PROVIDING FLOWABLE FILL BETWEEN WATER AND SEWER LINES FOR ADDITIONAL SUPPORT.
5. FLOWABLE FILL SHALL BEAR ON UNDISTURBED SOIL AND HAVE A 28 DAY COMPRESSIVE STRENGTH OF 30 psi TO 60 psi. REFERENCE SECTION 4.1.8.

WATER/SEWER CROSSING DETAIL
NO SCALE

Town of Alpine Planning & Zoning



Chairman:

Melisa Wilson

Commission Members:

Susan Kolbas

Dan Schou

Mayor Green & Council Members;

Recommendation for the Town of Alpine

Consider Incorporation of Civil Engineered Drawings into the Building Permit Requirements

The Planning and Zoning Commission met on Tuesday, June 11th, 2024, and at their regularly scheduled meeting re-discussed the incorporation of Civil Engineered Site Plan Development Drawing submittals for all Multi-Unit Residential (R-2), Mixed Residential and Commercial (MRC) Commercial (C), Light Industrial (LI), Public and Community Facilities (PCF) and Recreation and Conservation (RC) to be submitted with permit applications.

Commission members feel that this adoption will aid the Town in effective plan review and implementation of the Land Use and Development Code Regulations and/or Requirements.

Mr. Dan Schou moved to send a recommendation to the Town Council for consideration of the implementation of Civil Engineered Site Plan Development/Drawing requirements, as state above for the following districts: Multi-Unit Residential (R-2), Mixed Residential and Commercial (MRC) Commercial (C), Light Industrial (LI), Public and Community Facilities (PCF) and Recreation and Conservation (RC) to be submitted with permit applications. Ms. Susan Kolbas seconded the motion. Vote: 3 yes, 0 no, 0 abstain, 0 absent. Motion carried.

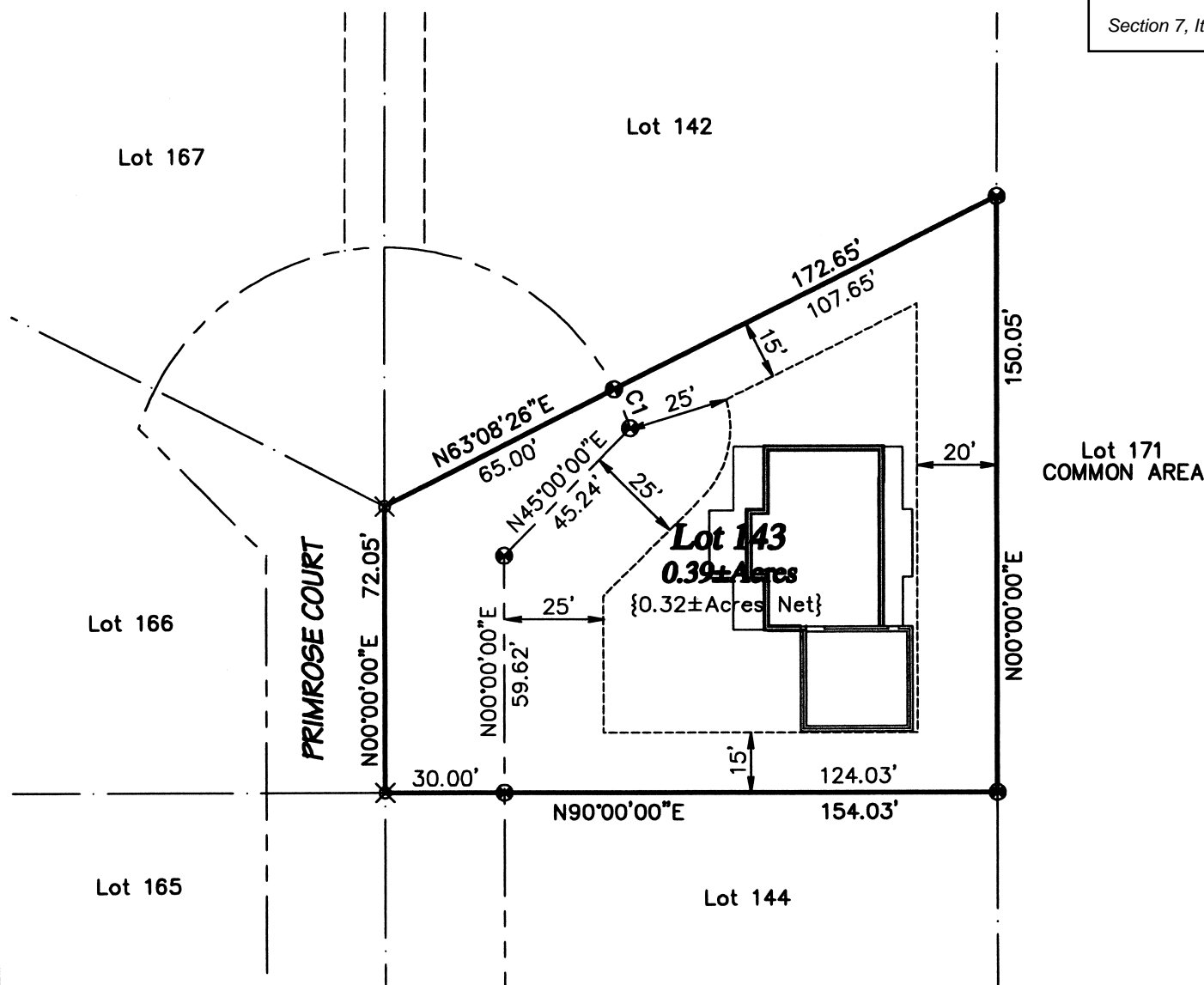
- (g) All completed land use permit applications must contain documented approval of the landowner(s) of the subject property.
- (h) **If the property is located in an established subdivision, with an active architectural review committee and/or homeowner association, project approval shall accompany the permit application.**
- (i) Upon inspection and final approval of all construction that is authorized via municipal building permits, the Town of Alpine shall issue a Certificate of Occupancy to the owner(s).
- (j) No new building shall be used or occupied until a Certificate of Occupancy and/or a Temporary Certificate of Occupancy has been issued by the Town of Alpine.

TABLE 2-1 LAND USE DEVELOPMENT APPLICATION REQUIREMENTS TOWN OF ALPINE					
<i>Land Use Permit</i>	<i>Information Accompanying Application Form</i>	<i>Public Hearing</i>	<i>Notice Prior to Public Hearing</i>	<i>Decision Process</i>	<i>Appeals</i>
Land Use Plan Amendment	Rationale for plan amendment; proposed changes in land use plan map designations	Planning and Zoning Commission	30 days	Planning and Zoning Commission makes recommendation to Town Council for final action	District Court as outlined in Part 5
Planned Unit Development	Conceptual site plan of proposed land use development; proposed changes in zoning designations; legal property description; authorization of landowner	Planning and Zoning Commission	30 days	Planning and Zoning Commission makes recommendation to Town Council for final action	District Court as outlined in Part 5
Zone Change	Conceptual site plan of proposed land use development; proposed changes in zoning designations; legal property description; authorization of landowner	Planning and Zoning Commission	30 days	Planning and Zoning Commission makes recommendation to Town Council for final action	District Court as outlined in Part 5
Variance	Plot plan, description and rationale for deviation from ordinance	Board of Adjustment	30 days	Board of Adjustment makes final decision.	Town Council
Subdivision Approval	Generally, include master plan report, preliminary plat, and final plat drawings. But variable requirements for simple, minor and major subdivisions.	Planning and Zoning Commission	30 days	Planning and Zoning Commission makes recommendation to Town Council for final action	District Court as outlined in Part 5

- (6) A change in the type of occupancy of a building;
 - (7) Accessory buildings with or without a permanent foundation, with square footage greater than three hundred (300) square feet, with or without roof eave heights greater than ten (10) feet;
- (c) The Town of Alpine shall make available a building permit application and/or affidavit forms to applicants that shall require, at least, the following information from the applicant:
- (1) Name of applicant;
 - (2) Authorization by landowner (if not the applicant);
 - (3) Mailing address;
 - (4) Contact information for telephone, fax, and e-mail address;
 - (5) Legal description and size of land parcel where proposed construction shall take place;
 - (6) Scope of proposed site and facility improvements;
 - (7) Existing zoning designation and related permitted uses;
 - (8) A site/plot plan indicating the location of proposed buildings and the distances from the property line to the front, back and sides of proposed buildings, **also known as the building envelope;**
 - (9) Three (3) sets of **scaled** construction drawings (see application checklist) that illustrate the *proposed foundation, floor plan, typical wall section, roof system, building elevations, exterior material specifications, as well as electrical, plumbing, radon and HVAC systems.* All construction drawings for structures submitted with a **permit application** shall be designed, stamped and certified by a civil or structural engineer licensed in the State of Wyoming; **(Stamped engineering is required on structures greater than three hundred (300) square feet in size.)** {See permit checklist for complete details};
 - (10) Three (3) sets of a **scaled site/plot plan** that depict the location of, proposed vehicular access, the finish grade of the project site, septic system or sewer connection location, water connection location, denoting all above ground and below ground utilities (power, propane) to be located on the property, vehicle parking (garage square footage and driveway dimensions {square footage}), setbacks, onsite drainage facilities and snow storage areas (snow storage dimensions {square footage}) needs to be clearly identified. {See permit checklist for complete details}.
 - (a) **Properties located within the Multi-Unit Residential District (R-2), Mixed Residential and Commercial District (MRC), Commercial District (C) and Light Industrial District (LI) must have their site plan prepared by a certified civil or structural engineer licensed in the State of Wyoming, site plan requirements are listed in sub-section (8) and (10) above. (Please note that additional information may be required, depending on the complexity of the project.)**
 - (11) Three (3) sets of other construction documents and/or other data that the applicant may consider relevant to the building permit application shall be submitted with the building permit application. All construction documents and/or other requested documents shall be stamped and certified by a civil or structural engineer licensed in the State of Wyoming; **(Stamped engineering is required on all structures greater than three hundred (300) square feet in size.)**
 - (12) A digital file copy to be submitted of the complete plan set, site plan, along with all the associated construction documents shall be filed at the time of application submittal.

Section 2-304. Required Building and Site Inspections

- (a) Any authorized construction activity shall be subject to inspections by the Town of Alpine Building Official, or its designated representative, during the construction process.
- (b) **Conformance to the International Building Code, International Residential Code, International Plumbing Code, International Mechanical Code, International Fuel Gas Code, International Fire Code and National Electrical Code standards, as adopted by the Town of Alpine shall be ensured throughout the required inspection process.**
- (c) Applicant to supply the Town of Alpine with an “Exhibit to Accompany Affidavit of Surveyor” from a land surveyor, licensed in the State of Wyoming that is retained by the building owner. The exhibit depicts property corners, setback lines and house placement.
- (d) Upon completion of the forming of any foundation walls of the structure, a Certificate of Placement shall be issued and submitted to the Zoning Administrator of the Town of Alpine. The Certificate of Placement verifies the location of the structure and the compliance, or lack of compliance, with the plot/site plan submitted with the approved building permit application. **The Certificate of Placement shall be completed by a land surveyor, licensed in the State of Wyoming that is retained by the building owner; the certificate is to be submitted to the Town office prior to moving forward with the project.**
- (e) The Municipal Building Official shall make at the following stages:
 - (1) Concrete forms, re-bar, reinforcing rods or pins are in place prior to the placement of concrete for concrete slab foundations or concrete footings.
 - (2) When concrete forms are in place for foundation/stem walls prior to the placement of concrete.
 - (3) When exterior damp/water proofing has been completed, {prior to foundation backfilling}.
 - (4) Foundation vents are in place for crawlspace foundations, all mechanical piping and conduit is in place (including radon mitigation), all fittings are properly connected, and all work is adequately supported prior to the placement of utilities, e.g., sewer line, within a concrete foundation.
 - (5) When all building framing, plumbing, mechanical (ventilation and air conditioning {HVAC}) is completed and properly nailed, bolted or secured. Prior to any coverings, e.g., Tyvek, roof coverings and/or insulation.
 - (6) Exterior nailing of roof and walls.
 - (7) Insulation inspection prior to covering of walls and/or ceilings.
 - (8) Sheet rock inspection, prior to taping and/or mudding.
 - (9) When all construction work is completed, (plumbing, mechanical, etc).
- (f) The Town of Alpine shall inspect all improvements, authorized via an issued construction permit, following the construction of all proposed improvements.
- (g) **Any inspections that need to be repeated by the Building Inspector/Official are subject to additional costs to be paid at the property owners expense. Failure to notify the town/inspector of a required inspection; shall result in fines, and/or penalties issued to the property owner; with the removal of work to be uncovered for all items to be inspected properly, at their own expense.**



CURVE TABLE

CURVE	LENGTH	DELTA	RADIUS	CHORD BEARING	CHORD	TANGENT
C1	10.60'	9°20'43"	65.00'	S22°11'12"E	10.59'	5.31'



SCALE: 1" = 40'

LEGEND

- ⊗ indicates a 5/8" diameter rebar with a 2" aluminum cap inscribed "PLS 6447", found this survey.
- ⊗ indicates a calculated position, no monument found or set.
- indicates a right-of-way line.
- indicates a platted lot line of record.

EXHIBIT TO ACCOMPANY
AFFIDAVIT OF SURVEYOR
ALPINE MEADOWS
LOT 143
TOWN OF ALPINE
LINCOLN COUNTY, WYOMING

Copyright © 2023 by Surveyor Scherbel LTD. All rights reserved.

DATE: 28 April 2023
 DRAWN BY: Kade Beus
 CALCULATED BY: Kade Beus
 CATEGORY/PORT: Towns/Alpine/AM
 FIELD BOOK:
 COMPUTER FILE: AM-143 Exhibit.pro



SURVEYOR SCHERBEL, LTD.

PROFESSIONAL LAND SURVEYORS

BOX 96 BIG PINEY-MARBLETON, WY TEL. 276-3347; BOX 725 AFTON, WY TEL. 885-9319;
 ALPINE, WY TEL. 885-9319; JACKSON, WY TEL. 733-5903; MONTPELIER, ID TEL. 847-2800

Article = 3.2 District Regulations
All Districts

primary residential structures. Detached accessory buildings/structures, equal to or under Three Hundred (300) square feet, can have a setback of not less than ten (10) from rear property lines. Detached accessory buildings/structures, with a total square footage of over Three Hundred (300) square feet, will have a setback of not less than ten (10) feet from rear property lines. **Please Note: Should a structure be placed within a recorded property/utility easements, the Town of Alpine assumes no responsibility for damage and/or any replacement costs of any structure or property damage; owner will accept full responsibility for any and all costs for repairs.**

PROPOSED PLACEMENT:

(5) Setbacks are required specifically for safety, legal and aesthetic reasons. The only items allowed in the established setback area is landscaping.

(6) Corner Lots and Irregular Lots will have all street front setback guidelines and remaining sides will be considered side setbacks.

(7) Any deviations from setback requirements will require a plan review and approval of a variance unless a lesser setback is identified in the recorded plat of the approved residential subdivision.

(f) Maximum Building Height:

(1) Primary residential structures will be thirty-five (35) feet or less in height.

(2) The height of detached accessory structures will be twenty-six (26) feet or less, this height restriction is applicable to structures that are set back from the property line of not less than fifteen (15) feet from the side property line and not less than twenty (20) feet from the rear property line. All detached accessory structures will be placed behind the front plane of the existing residential structure.

aa. Detached accessory structures of with a total square footage equal to or under Three Hundred (300) square feet and are placed within the allowable ten (10) foot rear setback and ten (10) foot side setback; will have a height restriction of fourteen (14) feet in height or less. Special consideration for setback is made for properties that have a total square footage under Ten Thousand (10,000) square feet.

(3) Roof eaves for non-sprinkled buildings will be twenty-eight (28) feet or less; measuring the pitch end of the roof eaves, from the finished grade elevation.

(g) Vehicular Parking and Storage:

(1) A minimum of six hundred (600) square feet of off-street parking will be provided for each single-family dwelling unit; either by driveways associated with the dwelling unit, and/or private garages. The parking area will not extend into the municipal street right-of-way.

(2) Recreational vehicles (RVs), recreational watercrafts and travel trailers shall be parked as not to obstruct the view of traffic and must follow guidelines set forth by the Covenants, Conditions and Restrictions (CCRs) established by the residential unit and/or subdivision, if applicable. All vehicles, boats and/or trailers are to be parked on the property owners, **private property**.

(3) Recreational vehicles (RVs) and/or travel trailers used during construction or maintenance activities; these vehicles are to be parked on the private property that the activity is taking place on and will be removed promptly when construction and/or the maintenance has been completed.

**TABLE 3-1
MINIMUM OFF-STREET PARKING REQUIREMENTS
MRC DISTRICT**

<i>Type of Use</i>	<i>Standard</i>
Multi-Unit Residential	2 parking spaces per dwelling unit; multi-unit buildings with more than 4 dwelling units will also have one guest parking space for every two dwelling units
Motel/Hotel	1 parking space per guest room
Inns or Lodges	1 per guest room; 35% of total seating capacity of associated café & restaurant operations
Medical and Veterinary Clinics	1 per 400- 600 square feet of floor space
Commercial Offices	1 per 400- 600 square feet of retail floor space
Cafes and Restaurants (including fast-food outlets with seating)	Number of parking spaces will equal 35% of total seating capacity
Fast-food Outlets (with no seating)	1 per number of employees for average work shift
Retail Stores	1 per 400- 600 square feet of retail floor space
Self-Storage Facilities	1 per every 2,000 square feet of storage space
Commercial Services	1 per 400- 600 square feet of retail floor space
Service and Repair Establishments	4 per service bay plus 1 per employee.
Cabinet, plumbing, welding, and steel fabrication shops	One parking space every 800 square feet of floor space plus 1 per employee.
Commercial Recreational Facilities	1 parking space for 25% of the total number of customers that can be served at any given time
Mixed Residential and Commercial Building	Cumulative parking requirements for both multi-unit residential structures and commercial facilities

(i) Fencing:

- (1) Fences shall be no more than four (4) feet high between the front building line and front property line. Structural posts associated with this fencing will be situated on the interior side of the fence.
- (2) Perimeter fences along side or rear property lines shall be no more than seven (7) feet high for residential lots and no more than eight (8) feet high for commercial lots. Fences will not be constructed on top of property lines. Structural posts associated with all perimeter fences will be situated on the interior side of the fence.
- (3) Electric and barbed wire fencing is **prohibited** below six (6) feet.
- (4) Fencing and walls may be placed within drainage and utility easements, locates will be required by utility company. **If fencing or walls are damaged due to utility improvements, repairs, snow removal, etc., the owner will accept full responsibility for any and all costs for repairs.**
- (5) Construction fences are allowed during initial construction of a primary structure. It will be constructed on the property of the primary building site. The permit is issued along with the Residential Building permit. The Certificate of Occupancy will not be issued until the construction fence is removed.
- (6) Snow fences are allowed between the months of October and May of the following year. A snow fence will not impede the removal of snow from the public rights of way, must maintained and preferably of a neutral or black color.



TOWN OF ALPINE

ORDINANCE NO. 2024-004

TOWN BOUNDARIES

AN ORDINANCE APPROVING AND AUTHORIZING THE ANNEXATION OF APPROXIMATELY 2.05 ACRES OF PROPERTY LOCATED IN LINCOLN COUNTY, INTO THE BOUNDARIES OF THE TOWN OF ALPINE, WYOMING

WHEREAS, on January 29, 2024, Landowner of the property depicted herein on the map “Exhibit A” and described herein as “Exhibit B” filed with the Town of Alpine a petition for Annexation into the Town of Alpine, Lincoln County, Wyoming pursuant to W.S. § 15-1-403.

BE IT ORDAINED BY THE GOVERNING BODY OF THE TOWN OF ALPINE:

Section 1. That the foregoing recitals are incorporated in and made part of this Ordinance by this reference.

Section 2. That the Town of Alpine hereby finds as follows:

- (a) That the notice of a public hearing was given in compliance with W.S. 15-1-405, and
- (b) That a public hearing was held on May 21, 2024, at 6:00 p.m. and
- (c) That the annexation of the area hereinafter described is for the protection of health, safety, and welfare of the persons residing in the area and the Town of Alpine; and
- (d) That the area sought to be annexed will constitute a natural, geographical, economic, and social part of the Town of Alpine; and
- (e) That the area is a logical and feasible addition to the Town and that the extension of basic services continually available in the Town of Alpine can be furnished to the area sought to be annexed; and
- (f) The area sought to be annexed is contiguous with or adjacent to the annexing city or town, or the area is owned by the city; and
- (g) That the Governing Body is prepared to issue such franchises as are necessary to public electric utilities to serve the annexed area pursuant to W.S. § 15-1-410, and to authorize the designated utility to serve the entire annexed area.

Section 2: That all real property as described herein shall be, and the same hereby is, annexed into the Town of Alpine, Lincoln County, Wyoming, and the boundaries of the Town of Alpine corporate municipal limits are hereby extended and changed to include said tract of land described in Exhibits A and B, attached, and incorporated herein. Upon adoption of this Ordinance, said real property shall be zoned as MRC and such designation shall be shown upon the official zoning map of the Town of Alpine, Wyoming.

Section 3: In accordance with the requirements of W.S. § 15-1-406, the Alpine Town Clerk shall file with the Lincoln County Clerk a map of the area annexed hereunder together with a copy of this Ordinance approved by the Governing Body of the Town of Alpine so that

the corporate municipal boundaries of the Town of Alpine can be extended and changed to include said land and the same shall be reflected in the official real property records of Lincoln County, Wyoming.

Section 4: Annexation of the real property as described herein shall not terminate any covenants, conditions, or restrictions of record. The real property within the annexed area is still subject to any homeowners or property owners' association fees levied by the homeowners or property owner associations or entities of record.

Section 5: Sections, paragraphs, sentences, clauses, and phrases of this ordinance are severable. If any phrase, clause, sentence, paragraph, or section of this ordinance is declared illegal or unconstitutional, such illegality or unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs, and sections.

Section 6: The annexation of any territory is effective upon publication of the ordinance.

Section 7: This ordinance passed and approved on the following dates:

Passed First Reading this 21st day of May 2024

VOTE: 4 YES, 0 NO, 0 ABSTAIN, 1 ABSENT

Passed Second Reading 18th Day of June 2024

VOTE: YES, NO, ABSTAIN, ABSENT

Passed on Third and Final Reading 16th Day of July 2024

VOTE: YES, NO, ABSTAIN, ABSENT

TOWN OF ALPINE

Eric Green, Mayor of Alpine

ATTEST:

Monica L. Chenault, Clerk / Treasurer

ATTESTATION OF THE TOWN CLERK

STATE OF WYOMING)
COUNTY OF LINCOLN)
TOWN OF ALPINE)

I hereby certify that the forgoing Ordinance No. 2024-004 shall be duly posted for ten (10) days in the Town Office.

I further certify that the foregoing Ordinance will be posted on the Town website in final form, upon its passing and approved by the Town Council as soon as is practicable.

I further certify that the forgoing Ordinance was duly recorded in the BOOK OF ORDINANCES VI, TOWN OF ALPINE; LINCOLN COUNTY, WYOMING.

ATTEST:

Monica L. Chenault Clerk / Treasurer

EXHIBIT A

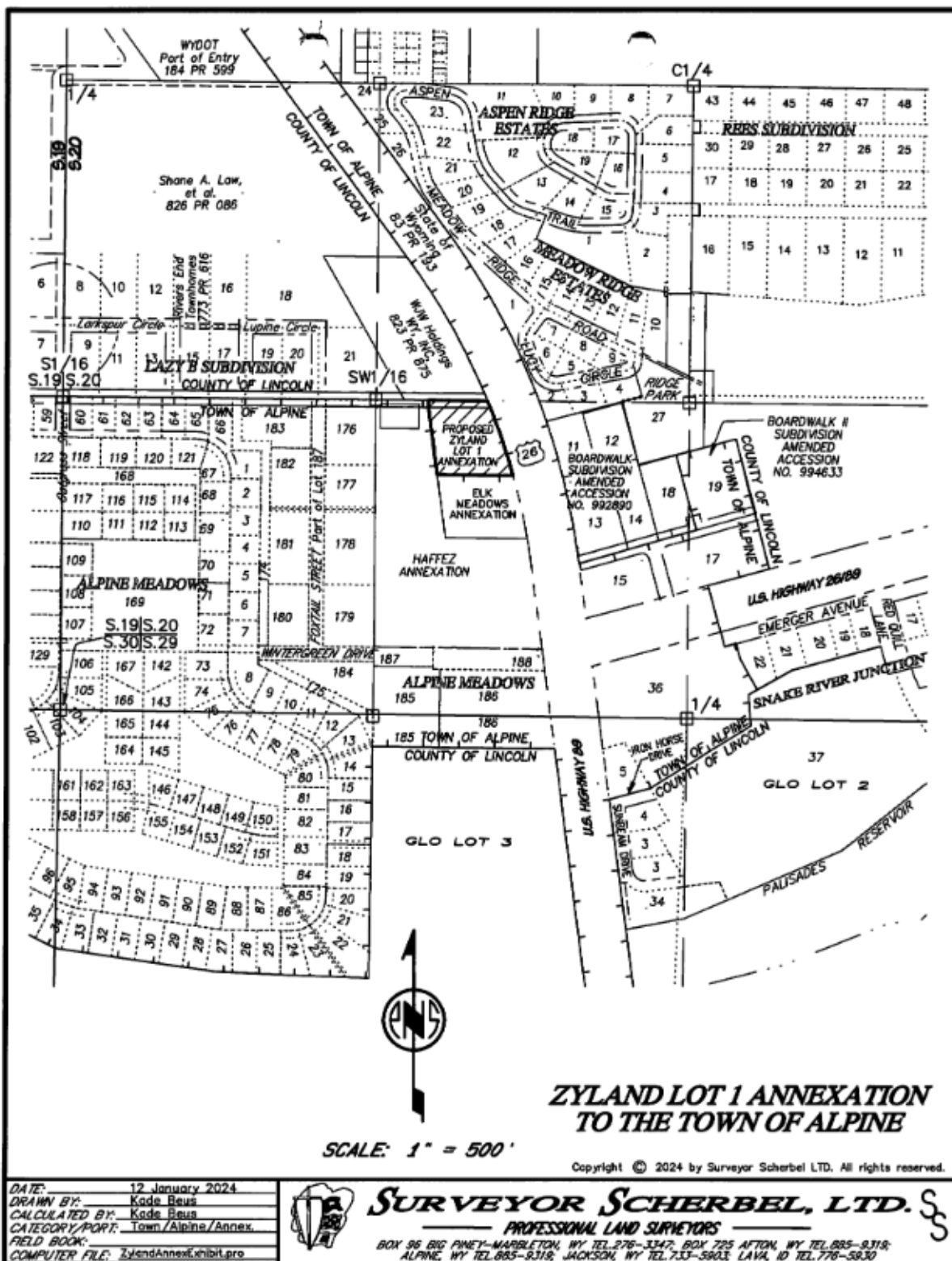


EXHIBIT B

Exhibit

Legal Description For Zyland Lot 1 Annexation

All of Lot 1 of Zyland Subdivision, Lincoln County of record in the Office of the Clerk of Lincoln County with Accession No. 911635.



Town of Alpine

RESOLUTION NO. 2024-023

UPDATED OFFICIAL APPOINTMENTS

A RESOLUTION TO UPDATE THE OFFICIAL APPOINTMENTS, ASSIGNMENTS, AND AGENCIES OF THE TOWN OF ALPINE, WYOMING FOR THE CALENDAR YEAR 2024.

WHEREAS; the Mayor Eric Green is serving as Mayor until 12/31/2026; Councilmen serving until 12/31/2024 are Andrea Burchard and Frank Dickerson; Councilman serving until 12/31/2026 are Jeremiah Larsen and Emily Castillo.

THEREFORE; be it resolved by the Town Council of the Town of Alpine, Wyoming that the following appointments, assignments, and agencies shall be recognized for the remainder of the calendar year 2024 on behalf of the Town of Alpine.

Official Appointments:

Mayor Pro-tem: Jeremy Larsen and in his absence next to serve as Mayor Pro-tem, will be Councilman Andrea Burchard

Town Clerk and Town Treasurer: Monica L. Chenault

Planning and Zoning Administrator: Christine Wagner

Public Works Administrator (Serving as Court Clerk, Town Archivist, Events Coordinator, and Deputy Treasurer): Melody Leseberg

Director of Public Works & Facilities: Craig Leseberg

Water Operators:

Chief Water Operator: Craig Leseberg

Back Up Water Operator: Dustin Murrell

Wastewater Operators:

Chief Operator: Alan Svalberg

Backup Operator: Ahren Schultheis

Town Building Inspectors:

Commercial Building Inspector: Robert Wagner

Residential Building Inspector: Daniel Halstead

Town Engineer: Jorgensen Engineering of Jackson, WY

Town Attorney: James K. Sanderson

Town Prosecuting Attorney: James K. Sanderson

Town Municipal Judge: Steven Dwyer

Town Code Enforcement Officer: Steven Gilcrease

Emergency Management & Safety Officer: Steven Gilcrease

Town Board and Committees:

Planning & Zoning Commission:

Susan Kolbas (12/31/2024)

Melissa Wilson (12/31/2025)

Dan Schou (12/31/2026)

Town Tourism and Travel Board:

Jeremiah Larsen (12/31/2026)
 Dave Walter (12/31/2025)
 Shannon Bowers (12/31/2024)

Special Events Committee:

Melody Leseberg
 Andrea Burchard
 Shay Scafide

Alpine Public Education Committee:

Emily Castillo
 Jordan Kurt-Mason
 Kelly Shackelford
 Shay Scaffide
 Heather Goodrich

Official Agencies:

Official Town Depositories:

First Bank, Alpine, Wyoming
 Bank of Star Valley, Alpine, Wyoming
 Bank of Jackson Hole, Alpine, Wyoming
 Wyoming Cooperative Liquid Asset Securities System (CLASS), Denver, CO
 PEAKs Investment Management, Cheyenne, WY

Authorized Signatories:

Authorized Signatories: All financial transactions shall be signed by the Mayor Eric Green and the Town Treasurer Monica Chenault. In their absence any of the following two may sign on behalf of the Town of Alpine: Mayor Pro-tem Jeremy Larsen, Deputy Treasurer Melody Leseberg, or Councilman Andrea Burchard.

PASSED, APPROVED AND ADOPTED this 18th day of June 2024.

Vote: ___ Yes, ___ No, ___ Abstain and ___ Absent.

Signed: _____
 Eric Green, Mayor of Alpine

ATTEST:

Signed: _____
 Monica L. Chenault, Clerk/Treasurer



RESOLUTION NO. 2024-027

A RESOLUTION DECLARING CERTAIN CITY-OWNED PROPERTY AS SURPLUS PROPERTY, AND AUTHORIZING SALE OF SAME TO THE HIGHEST BIDDER.

WHEREAS, the Town of Alpine owns powered equipment which is valued at greater than Five Hundred Dollars (\$500) as described below; and,

WHEREAS, Wyoming State Statute 15-1-112 specifies the manner for disposing of municipal property; and,

WHEREAS, the Town of Alpine desires to sell said property through the surplus property sale process; and,

WHEREAS, the Town of Alpine will comply with Wyoming Statute 15-1-112 in its disposal of the surplus property.

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Town of Alpine, Lincoln County, Wyoming, that the below equipment is hereby declared surplus property and may be disposed of through the bid sale process, to the qualified highest bidder, all in accordance with Wyoming Statute 15-1-112.

Year	Make/Model	Type
2006	Dodge/3500	Truck
2013	Suzuki	Truck
2012	MAC	Dump Truck
1996	GMC/7500	Dump Truck
2017	Caterpillar/420F2IT	Backhoe

BE IT FURTHER RESOLVED that Mayor Green is hereby authorized and directed to execute, and the City Clerk to attest, any necessary documents to dispose of the surplus property.

This resolution passed and adopted on this **18th** day of **June 2024**.

Vote: __ Yes, __ No, __ Absent, and __ Abstain.

SIGNED:

Eric Green, Mayor

ATTEST:

Monica L. Chenault, Town Clerk/Treasurer

Monica Chenault

From: Monica Chenault
Sent: Thursday, November 30, 2023 2:03 PM
To: Lisa Paddleford
Cc: Eric Green
Subject: RE: Easements
Attachments: 11292023_RECITALS.pdf; DOC063.pdf

Thank you, Lisa,

To give you some more information on my findings:

We know that lot 187 & Lot 188 was transferred to the town. Additionally, we have the attached utility easement. DOC063.

If you look in the agreement section item 2 – you will see that it requires the transfer of roadway and utility easements over and across the Roadway System (as defined in the CC&Rs). This line is what we believe wasn't transferred to the town in a formal way.

If you have any questions, please let me know.

Thank you,

Monica L Chenault
 Clerk & Treasurer
 Town Of Alpine
 P.O. Box 3070
 Alpine, WY 83128
 (307) 654-7757
 Website: www.alpinewy.gov

E-mail to and from me in connection with the transaction of public business is subject to the Wyoming Public Records Act and may be disclosed to third parties.

From: Lisa Paddleford <lisa.ampoa@gmail.com>
Sent: Thursday, November 30, 2023 1:24 PM
To: Monica Chenault <clerk@alpinewy.gov>
Cc: Eric Green <mayor@alpinewy.gov>
Subject: Re: Easements

External (lisa.ampoa@gmail.com)

[Report This Email](#) [FAQ](#) [GoDaddy Advanced Email Security](#). Powered by INKY

Hi Monica -

I was employed by Alpine Junction LLC (when annexation occurred and remember the attorney working on the transfer of roads and easements, but I no longer have access to that information. I think it would be best for me to bring this

matter to the Board's attention and ask for direction on how they would like me to handle this request. In the meantime, could you provide a copy of the annexation agreement?

Best regards,
Lisa

Lisa M. Paddleford
Administrative Assistant
Alpine Meadows Property Owners Association
Email: lisa.ampoa@gmail.com
Phone: 307.413.6126
Website: www.northalpine.com

On Thu, Nov 30, 2023 at 12:57 PM Monica Chenault <clerk@alpinewy.gov> wrote:

Hi Lisa,

Recently we have reviewed the annexation agreement with Alpine Meadows and noted that it appears that the roadway system easements and utility easements have not been turned over to the Town of Alpine per the agreement.

Can we schedule a time to discuss this? I wasn't here then and I want to understand the history before we move forward with requesting corrective action. I look forward to hearing from you.

Thank you,

Monica L Chenault

Clerk & Treasurer

Town Of Alpine

P.O. Box 3070

Alpine, WY 83128

(307) 654-7757

Website: www.alpinewy.gov

E-mail to and from me in connection with the transaction of public business is subject to Wyoming Public Records Act and may be disclosed to third parties.

Section 8, Itemd.

2.34 Residential Property or Residential Properties. The real property designated for use as a dwelling within the Single-Family Residential Property, Business Park Property and Mixed Use Property.

2.35 Residential Use. A Residential Use shall be a use of the property for a dwelling unit and not for business purposes.

2.36 Road Lots. Shall mean Lot 187 and Lot 188 as designated on the Plat. The Road Lots shall include a three-lane 36-foot wide asphalt road, 50 parking spots adjacent to the asphalt road on Foxtail Street. Subject to Section 11.8(b), the Road Lots shall be designated as Common Area.

2.37 Roadway System. The roadway system shall consist of the following: (i) the roadway easements located on each Residential Property as designated on the Plat as Columbine Street, Oatgrass Street, Arnica Trail, Sweetgrass Trail, Primrose Court, Aster Loop and the portion of Wintergreen Drive that is not part of Lot 187; and (ii) the access and utility easements set forth on Lot 185 and Lot 186 as designated on the Plat. All Owners of Properties have easements for access and utilities for benefit of their Properties over and across the Roadway System. The Roadway System shall include a 22-foot wide asphalt. Subject to Section 11.8(b), the Roadway System shall be designated as Common Area.

2.38 Single-Family Residential Property or Properties. Shall mean Lots 1 to 167, whether improved or unimproved, which may be independently owned, and is intended for development, use, and occupancy as a single family residence pursuant to Section 3.1 hereof. A Single-Family Residential Property or Properties may be referred to collectively herein with other Properties or Residential Properties as a "Lot" or "Lots", "Property" or "Properties" or as the "Residential Property" or "Residential Properties."

2.39 Special Assessment. Assessments levied in accordance with Section 9.4.

2.40 Specific Assessment. Assessments levied in accordance with Section 9.5.

2.41 Supplemental Declaration. An instrument filed in the Public Records pursuant to Article X which subjects additional property to this Declaration, designates Neighborhoods, and/or imposes, expressly or by reference, additional restrictions and obligations on the land described in such instrument.

Utility Easement

KNOW ALL MEN BY THESE PRESENTS, that for Ten Dollars (\$10) and other good and valuable consideration, receipt whereof being hereby acknowledged by Alpine Junction, LLC, hereinafter called the "Grantor", hereby grants and conveys to the TOWN OF ALPINE, a municipal corporation of the State of Wyoming, its successors and assigns, of Box 3070, Alpine, Wyoming, 83128, hereinafter called the "Grantee", a non-exclusive easement in, on, over, under, across, and through that property described on the Description of Utility Easement, and Sketch To Accompany Description of Utility Easement, together comprising Exhibit A, attached hereto and by this reference made a part hereof for the right to:

lay out, install, operate, and maintain utilities and appurtenances thereto, to include but not be limited to sanitary sewer, water, drainage, gas, electricity, telephone, communications, and cable television, together with the right to remove trees, bushes, undergrowth, and other obstructions interfering with the installation, construction and maintenance of said utilities, and the further right of ingress and egress to and from the said described property over and across reasonable routes approved by Grantor in order that the Grantee might exercise the rights granted by this easement.

Grantor(s) reserve the right to use the property subject to the permanent easement for any purpose whatsoever which does not damage or destroy the underground pipelines, mains, services, and appurtenances, specifically including the right to place fences with gates, grass, bushes, and moveable objects upon the property, together with the right to utilize the property for parking, storage, driveway, or recreation purposes.

The Grantee(s) shall repair or replace any items that it shall move from the conveyed property and shall repair any damage by reason of the Grantee's use of the property as contemplated by this easement.

The within grant is an easement running with the land and shall be perpetual so long as it is used for the above-described purposes.

IN WITNESS WHEREOF, we have hereunto set our hands this 3rd day of February, 2015, hereby waiving the releasing all rights under and by virtue of the homestead exemption laws of the State of Wyoming.

GRANTOR:

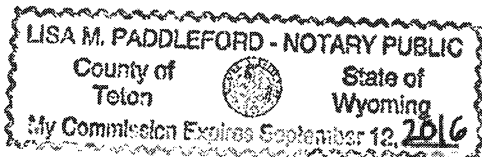
ALPINE JUNCTION, LLC, A WYOMING LIMITED LIABILITY COMPANY

Michael T. Halpin
Michael T. Halpin
Vice President of Meridian Group, Inc. as Manager of Alpine Junction, LLC

State of Wyoming)
) ss.
County of Teton)

The foregoing instrument was acknowledged before me by Michael T. Halpin this 3rd day of February, 2015.

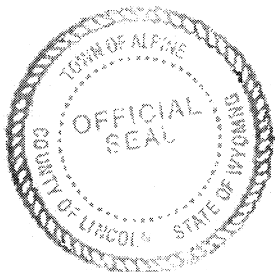
Witness my hand and official seal.



Lisa M. Paddleford
Notary Public

My Commission Expires: 9.12.2016

The foregoing easement is hereby accepted by the Town of Alpine on this 10th day
of February, 2015



TOWN OF ALPINE

BY:

its Mayor

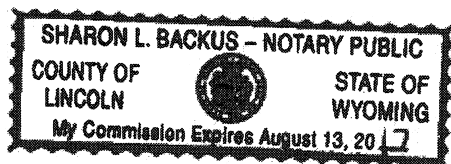
ATTEST:

BY:

its Town Clerk

The foregoing instrument was acknowledged before me by Kennis Lutz, Mayor of the
Town of Alpine this 10th day of February, 2015.

Witness my hand and official seal.


Notary Public

My Commission Expires:

August 13, 2017

**=EXHIBIT A=
DESCRIPTION OF UTILITY EASEMENT
BEING A PORTION OF
LOT 186, ALPINE MEADOWS SUBDIVISION, PLAT 206-A
LOCATED WITHIN THE
SE1/4SW1/4 SECTION 20, T37N, R118W, 6th P.M.
LINCOLN COUNTY, WYOMING**

TO WIT:

A twelve foot (12.00') wide strip of land being a portion of Lot 186, Alpine Meadows Subdivision, of record in the Office of the Clerk of Lincoln County, Wyoming as Plat 206-A and located within the SE1/4SW1/4 Section 20, T37N, R118W, 6th P.M., Lincoln County, Wyoming; said strip being more particularly described as follows:

BEGINNING at the point coincident with the northeast corner of said Lot 186, said point being on the westerly right-of-way line of U.S. Highway 89, from which the southwest corner of said SE1/4SW1/4 of Section 20 bears S74°19'16"W, 744.44 feet;

thence along said right-of-way line, coincident with the easterly boundary of said Lot 186. S08°05'28"E. 68.29 feet;

thence S81°54'32"W, 12.00 feet;

thence parallel with said right-of-way line and said easterly boundary, N08°05'28"W, 70.00 feet to the intersection with the north boundary of said Lot 186;

the along said north boundary. S89°57'51"E, 12.12 feet to the **POINT OF BEGINNING**;

the **BASIS OF BEARING** being S89°57'51"E along said north line of Lot 186;

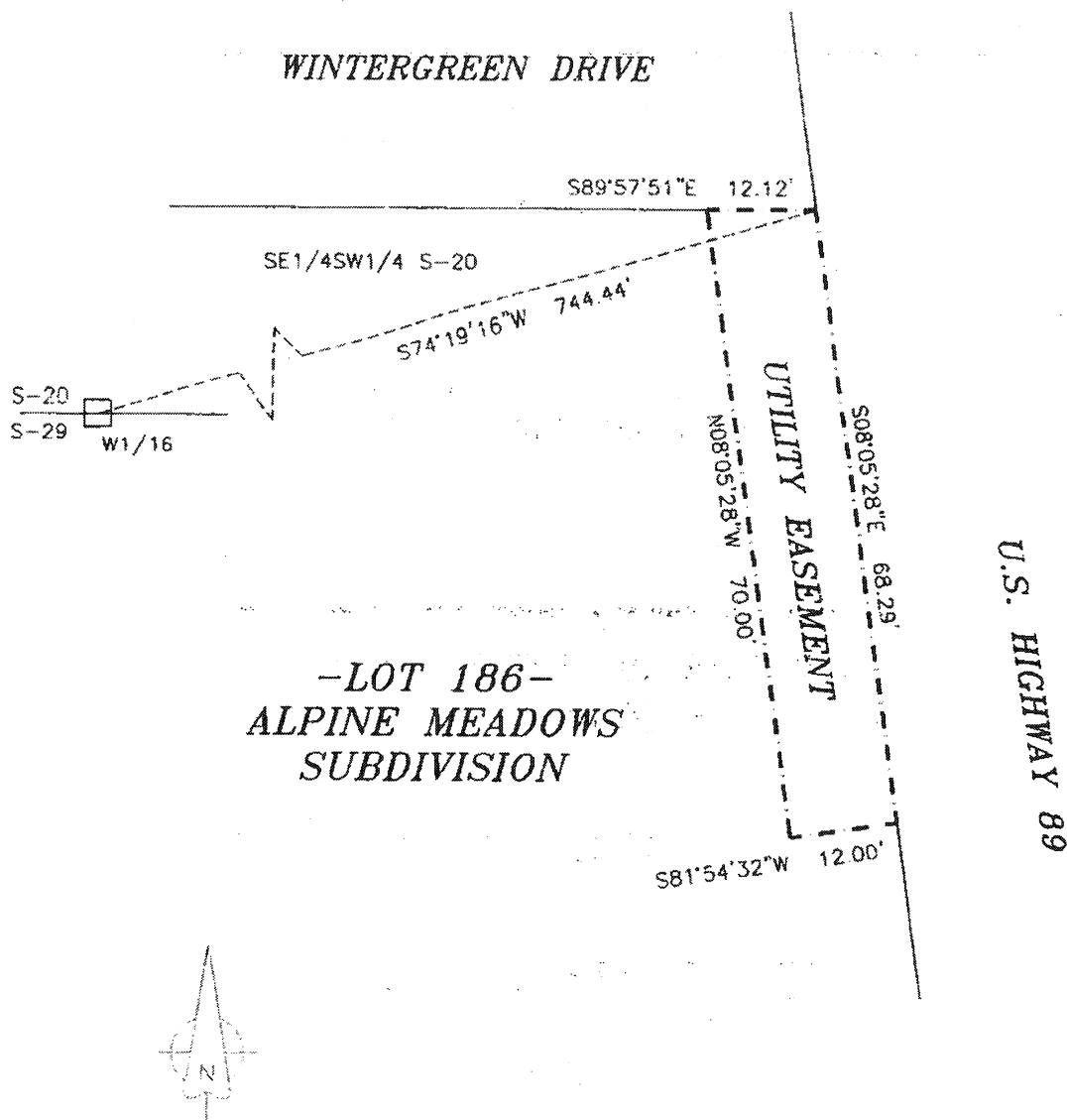
all as shown on that "SKETCH TO ACCOMPANY DESCRIPTION OF UTILITY EASEMENT", attached hereto as Page 2 of 2.

Rendezvous Engineering, P.C.

Project 12-015 December 5, 2014

SURVEY\2014\DESCRIPTIONS\ALPINE_MEADOWS_UTILITY_EASEMENT.DOC

RENDEZVOUS ENGINEERING
JACKSON, WYOMING



Scale: 1 inch = 20 feet

=EXHIBIT A=
Page 2 of 2
SKETCH TO ACCOMPANY
DESCRIPTION OF UTILITY EASEMENT
being a portion of
LOT 186, ALPINE MEADOWS SUBDIVISION, PLAT 206-A
located within the
SE $\frac{1}{4}$ SW $\frac{1}{4}$ Section 20, T37N, R118W, 6th P.M.
Lincoln County, Wyoming

12-015/SURVEY/2014/EASEMENTS/ALPINE_MEADOWS_UTILITY_EASEMENT December 5, 2014

The Town of Alpine, Wyoming

252 ORDINANCE NO. 2018-02

AN ORDINANCE ANNEXING CERTAIN LAND TO THE TOWN OF ALPINE AND APPROVING THE ALPINE MEADOWS ANNEXATION TO THE TOWN OF ALPINE:

BE IT ORDAINED BY THE GOVERNING BODY OF THE TOWN OF ALPINE:

WHEREAS, the Governing Body initiated proceedings to annex the property hereinafter described into the Town of Alpine.

Section 1. That the Town of Alpine hereby finds as follows:

- (a) The Notice of Hearing on the proposed annexation was published in the Star Valley Independent not less than fifteen (15) days prior to the date of the public hearing; and
- (b) That an accurate annexation map of said property accompanies this ordinance; and
- (c) That the annexation of the area hereinafter described is for the protection of health, safety, and welfare of the persons residing in the area and the Town of Alpine; and
- (d) That the area sought to be annexed will constitute a natural, geographical, economical and social part of the Town of Alpine; and
- (e) That the area is a logical and feasible addition to the Town and that the extension of basic services continually available in the Town of Alpine can be furnished to the area sought to be annexed; and
- (f) That the Governing Body is prepared to issue such franchises as are necessary to public electric utilities to serve the annexed area pursuant to W.S. 15-1-410, and to authorize the designated utility to serve the entire annexed area.

Section 2: That all real property as described herein shall be, and the same hereby is, annexed into the Town of Alpine, Lincoln County, Wyoming, and the boundaries of the Town of Alpine corporate municipal limits are hereby extended and changed to include said tract of land described in Exhibit A, attached and incorporated herein.

Section 3: In accordance with the requirements of Wyoming Statute Section 15-1-406, the Alpine Town Clerk shall file with the Lincoln County Clerk a map of the area annexed hereunder together with a copy of this Ordinance approved by the Governing Body of the Town of Alpine so that the corporate municipal boundaries of the Town of Alpine can be extended and changed to include

said land and the same shall be reflected in the official real property records of Lincoln County, Wyoming.

Section 4: Annexation of the real property as described herein shall not terminate any covenants, conditions or restrictions of record. The real property within the annexed area is still subject to any homeowners or property owners' association fees levied by the home owners or property owner associations or entities of record.

Section 5: Sections, paragraphs, sentences, clauses and phrases of this ordinance are severable. If any phrase, clause, sentence, paragraph or section of this ordinance is declared illegal or unconstitutional, such illegality or unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs and sections.

Section 6: The annexation of the real property as described herein shall be subject to the Annexation Agreement executed by representatives from the Town of Alpine, Wyoming, the homeowners association, the service improvement district and Alpine Junction, LLC.

Section 7: This Ordinance shall become effective twenty (20) days after passage and upon publication as provided by law; provided however, that in no event shall this Ordinance become effective earlier than twenty (20) business days following the public hearing on April 17, 2018.

Section 8: This ordinance passed and approved on the following dates:

Passed First Reading this 17th day of April, 2018

VOTE: 5 YES, 0 NO, 0 ABSTAIN, 0 ABSENT

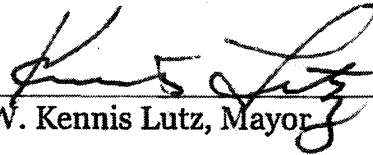
Passed Second Reading this 15th day of May, 2018

VOTE: 5 YES, 0 NO, 0 ABSTAIN, 0 ABSENT

Passed on Third and Final Reading this 19th day of June, 2018


VOTE: 4 YES, 0 NO, 0 ABSTAIN, 0 ABSENT

TOWN OF ALPINE


W. Kennis Lutz, Mayor



ATTEST


Sharon L. Backus, Clerk / Treasurer

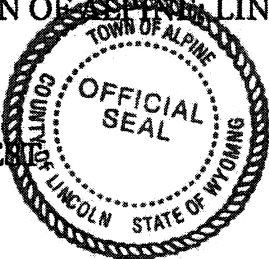
ATTESTATION OF THE TOWN CLERK

STATE OF WYOMING)
COUNTY OF LINCOLN)
TOWN OF ALPINE)

I hereby certify that the forgoing 252 Ordinance No. 2018-02 shall be duly posted for ten (10) days in the Town Office.

I further certify that the foregoing Ordinance will be posted on the Town website in final form, upon its passing and approved by the Town Council as soon as is practicable.

I further certify that the forgoing Ordinance was duly recorded in the BOOK OF ORDINANCES V, TOWN OF ALPINE, LINCOLN COUNTY, WYOMING.



ATTEST


Sharon L. Backus, CLERK/TREASURER

EXHIBIT A**Description for Annexation of Alpine Meadows Subdivision**

Town of Alpine Annexation boundary described from records in the Office of the Clerk of Lincoln County as follows:

That part of SE1/4 SE1/4 of Section 19, the SW1/4 SW1/4 and SE1/4 SW1/4 of Section 20, the N1/2 NW1/4 of Section 29 and the NE1/4 NE1/4 of Section 30, T37N, R118W, 6th P.M., Lincoln County, Wyoming, further described as follows:

All of Alpine Meadows Subdivision, of record in said Office with Accession No. 911176 and No. 911179; secondarily described as follows:

Beginning at the south 1/16 corner common to said Sections 19 and 20, a corner of the Alpine Meadows Subdivision;

Thence along the north line of the SW1/4 SW1/4 of said Section 20 and Subdivision, N89°58'35"E a distance of 1315.50 feet to the southwest 1/16 corner of said Section 20;

thence departing said north line and following the east line of said Subdivision, S00°06'33"E a distance of 1029.36 feet;

thence along the north line of said Subdivision, S89°57'51"E a distance of 704.25 feet to an intersection with the westerly right-of-way line of US Highway 26;

thence along said westerly right-of-way line, S08°05'28"E a distance of 419.61 feet;

thence departing said right-of-way line and along the south line of said Subdivision, S89°58'43"W a distance of 762.87 feet;

thence along the east line of said Subdivision, S00°12'03"W a distance of 969.38 feet, more or less, to an intersection with the northerly Palisades Reservoir Take Line;

thence along said Palisades Reservoir Take Line through the following courses, N88°17'37"W a distance of 648.39 feet;

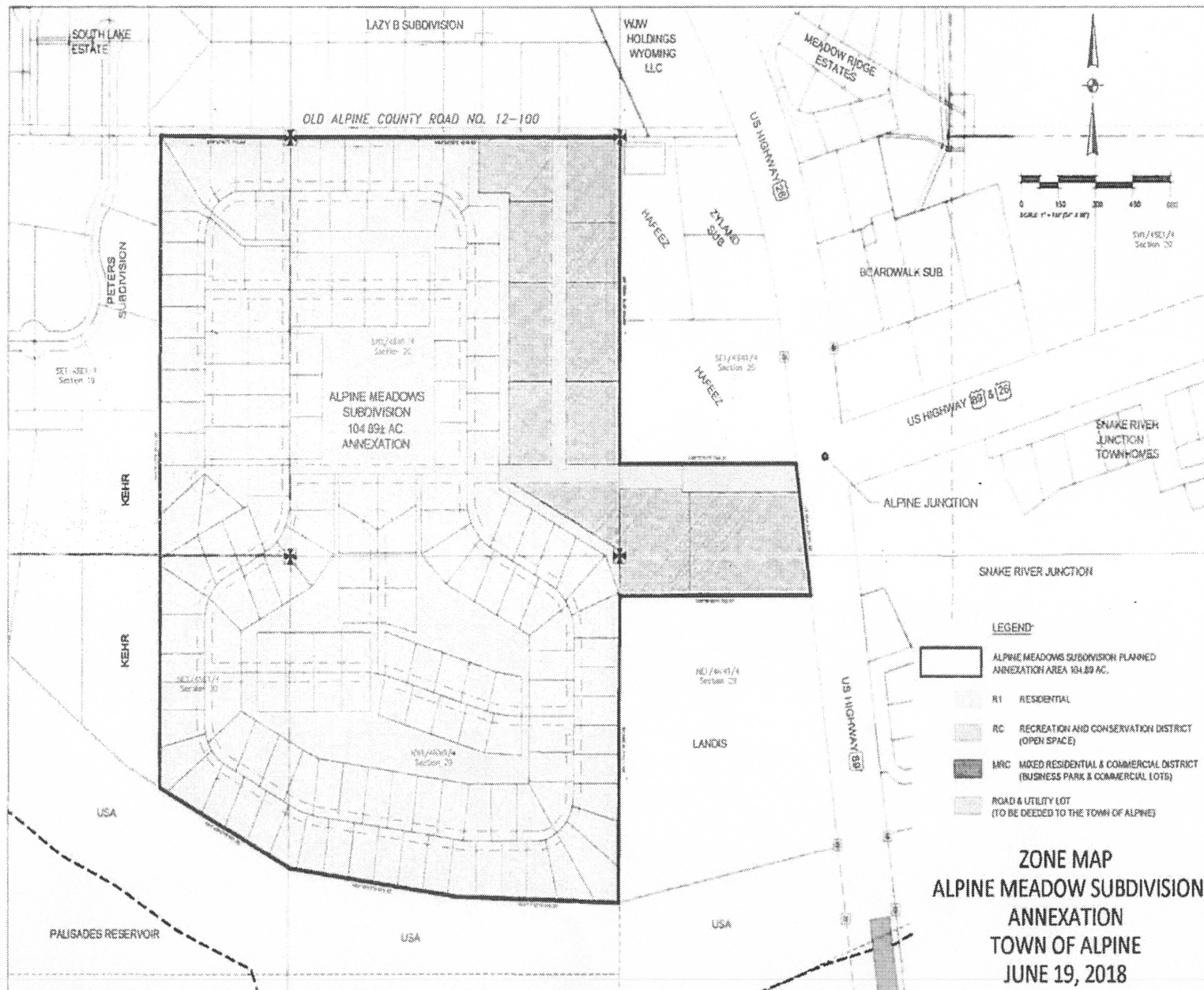
thence N82°19'09"W a distance of 671.32 feet;

thence N63°45'42"W a distance of 581.95 feet;

thence departing said Palisades Reservoir Take Line and along the west line of said Subdivision, N00°01'43"E a distance of 2052.29 feet to an intersection with the north line of the SE1/4 SE1/4 of said Section 19;

thence along the north line of said SE1/4 SE1/4, S89°32'42"E a distance of 519.89 feet to the point of beginning;

said Alpine Meadows Subdivision to be annexed contains 104.89 acres, more or less.



ANNEXATION AGREEMENT

THIS ANNEXATION (the "Agreement") is made and entered into as of the 20th day of June, 2018, by and between **THE TOWN OF ALPINE**, a Wyoming municipal corporation, hereinafter referred to as the "TOWN", and **ALPINE MEADOWS PROPERTY OWNERS ASSOCIATION**, a Wyoming nonprofit corporation, ("AMPOA"); the **ALPINE MEADOWS IMPROVEMENT SERVICE DISTRICT**, a Wyoming improvement and services district ("AMISD"); and Alpine Junction, LLC, a Wyoming limited liability company ("JUNCTION").

RECITALS

A. AMPOA and AMISD are the property owners association and improvement service district in a parcel of land contiguous and adjacent to the TOWN, which property is contained within and more particularly described in Exhibit "A" attached hereto, by this reference made a part hereof ("Annexation Area").

B. JUNCTION is the original developer of the Annexation Area, and retains certain rights related thereto as contained in the Amended and Restated Declaration of Covenants, Conditions and Restrictions for Alpine Meadows, as amended ("CC&Rs"), including the right to grant certain easements over the roads within the Annexation Area.

C. The TOWN, after meeting with the representatives of AMPOA and AMISD committed to commence annexation proceedings to bring the Annexation Area within the corporate boundaries of the Town of Alpine, Wyoming.

C. The members and landowners of AMPOA and AMISD, as well as the TOWN agree that annexation of the Annexation Area by the TOWN ("Annexation") will serve to promote the health, safety and welfare of the persons and property within the area to be annexed.

AGREEMENT

NOW, THEREFORE, in consideration of the mutual covenants contained herein, and other good and valuable consideration, the receipt and sufficiency of which each of the parties hereby acknowledge, the TOWN, AMPOA, AMISD and JUNCTION hereby agree as follows:

1. Annexation. The TOWN, having prepared the necessary petitions, reports, resolution and ordinances required under Wyoming Statute § 15-1-402 et seq., hereby agrees to complete the Annexation in compliance with Wyoming Statutes § 15-1-401 et seq., subject to any and all terms and conditions contained in the Ordinance.

2. Roads and Rights-of-Way Transfer. JUNCTION shall grant to the TOWN roadway and utility easements over and across the Roadway System (as that term is defined in the CC&Rs); AMPOA shall grant to the Town roadway and utility easements over and across the Road Lots (Lots 187 and 188), and AMPOA and AMISD agree to use commercially reasonable

efforts to transfer ownership of the Road Lots (Lots 187 and 188) to the TOWN within six (6) months of the passing of the Annexation Ordinance, recognizing that transfer of the Road Lots may require a vote of the members of AMPOA.

3. Roads and Rights-of-Way Maintenance. AMPOA and AMISD shall pay for snow removal for the 2018-2019 season. The TOWN will be responsible to maintain and remove snow from the roads and rights-of-way (Lots 187 and 188), within the Annexation Area beginning with the 2019-2020 season.

4. Road Reserves. AMPOA and AMISD shall continue to hold and accrue reserves for chip-sealing of the roads pursuant to the specifications on Exhibit B through the AMISD's 2019-2020 fiscal year. The TOWN shall be required to complete the work to conform to the most recent edition of the Wyoming Public Works Standard Specifications and any other Special Provisions deemed necessary by the consultant at the time of evaluation. Funding for the work shall be provided for through the reserves held by AMPOA and AMISD. After resurfacing in the year 2021 +/-, the TOWN shall be required to fund and complete roadway resurfacing as needed thereafter.

5. Open Space/Green Area/Commons. AMPOA and AMISD shall retain ownership of the open space, green area or commons areas (Lots 168, 169, 170, 171, 172, 173, 174 and 175), which shall remain for the exclusive use and enjoyment of property owners within the Annexation Area. All walking paths are also considered common area. The TOWN shall be responsible to provide water, if available, to these areas which the AMPOA and AMISD shall pay at the TOWN's standard rates. The TOWN shall not be responsible for the cost of installing any infrastructure needed to provide water to the open space/green area/commons. The TOWN shall not be responsible for maintenance of the area or to any improvements contained within the open space.

6. Restrictive Covenants to Remain in Effect. AMPOA shall maintain independent governance over the interpretation and enforcement of the CC&Rs and any other restrictive covenants, architectural and building covenants and restrictions within the Annexation Area. Upon Annexation, all property within the Annexation Area shall also be subject to the Town of Alpine, Wyoming's municipal ordinances, construction and building codes and land use regulations. In the case of variances between the two regulatory bodies, the more stringent shall apply. AMPOA/AMISD and the TOWN shall work together to create a comprehensive and efficient process for review and approval of construction projects within the Annexation Area.

7. Sewer Connection Rates per North Star Utility Agreement. The TOWN agrees to honor prepaid water and sewer hook-up fees which can be documented from prior signed agreements, receipts, or other information acceptable to the TOWN including the \$5,000 per ERU payment made by NSU on behalf of Alpine Meadows property owners in 2007-2008. This payment will be an available credit towards sewer hook-up fees for Alpine Meadows property owners. Otherwise water and sewer connection fees shall be in accordance with Town of Alpine Ordinance 245 as amended.

8. Water and Sewer Service Fees. Upon adoption of the ordinance approving Annexation, the TOWN agrees to charge the fees for water and sewer use fees as outlined in 245 Ordinance 2016-08 beginning at the time annexation occurs and cease charging the water and sewer use fees charged by North Star Utility. Water and Sewer Service Fees under 245 Ordinance 2016-08 are subject to change.

9. Notices. Any notices, requests and demands required or desired to be given hereunder shall be in writing and shall be served personally upon the party for whom intended, or if mailed, by certified mail, return receipt requested, postage prepaid, to such party at its address shown below:

To AMPOA: AMPOA
P.O. Box 610
Jackson, Wyoming 83001

To AMISD: AMISD
P.O. Box 610
Jackson, Wyoming 83001

To the Town: Town of Alpine
P.O. Box 3070
Alpine, Wyoming 83128

10. Entire Agreement. This Agreement together with the exhibits attached hereto and the documents referenced herein, contains the entire agreement of the parties and supersede any prior promises, representations, warranties, discussions, or understandings between the parties with respect to the subject matter hereof which are not contained in this Agreement.

11. Headings. The headings contained in this Agreement are intended for convenience only and are in no way to be used to construe or limit the text herein.

12. Non-Liability of Town Officials, Employees and Others. No officer, representative, agent, or employee of the Town shall be personally liable to AMPOA or AMISD, or to any successor-in-interest or assignee of AMPOA or AMISD in the event of any default or breach by the TOWN or for any amount or any obligation arising under the terms of this Agreement.

13. Binding Effect. This Agreement shall inure to the benefit of, and be binding upon, the parties hereto and their respective heirs, representatives, officers, agents, employees, members, successors and assigns.

14. No Third-Party Rights. The obligations of each of AMPOA and AMISD set forth herein shall not create any rights in and/or obligations to any persons or parties other than the TOWN, AMPOA and AMISD. The parties hereto alone shall be entitled to enforce or waive any provisions of this Agreement.

15. Relationship. Nothing in this Agreement shall be construed to create any partnership, joint venture, or fiduciary relationship between the parties hereto except as expressly provided herein.

16. Severability. If any portion of this Agreement is held to be unenforceable or invalid for any reason by a court of competent jurisdiction, the remaining provisions shall continue in full force and effect.

17. Amendment. This Agreement may be amended only in writing signed by the parties hereto.

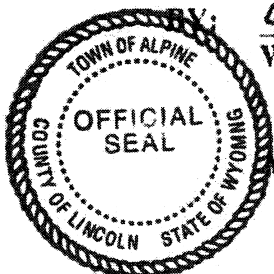
18. Sovereign immunity. The TOWN does not waive sovereign immunity by entering into this Agreement and specifically retains immunity and all defenses available to it pursuant to law, including governmental immunity.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement by and through their respective, duly authorized representatives as of the day and year first hereinabove written.

[Separate signature pages follow.]

TOWN:

TOWN OF ALPINE,
a Wyoming municipal corporation



[Signature]
W. KENNIS LUTZ, MAYOR

ATTEST:

[Signature]
SHARON BACKUS, TOWN CLERK / TREASURER

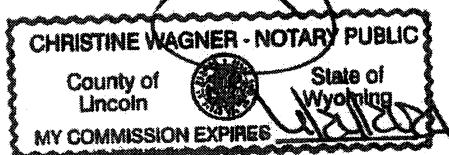
STATE OF WYOMING.)
) SS.
COUNTY OF LINCOLN

ON THIS, the *[Signature]* day of *[Signature]*, 2018, personally appeared before me W. Kennis Lutz, who acknowledged that he is the Mayor of the TOWN OF ALPINE, a Wyoming municipal corporation, and that the foregoing instrument was signed on behalf of the TOWN by authority of its governing body, and said W. Kennis Lutz acknowledged to me that the TOWN executed the same.

WITNESS my hand and official seal.

[Signature]
NOTARY PUBLIC

My Commission expires: *[Signature]*



AMPOA:

ALPINE MEADOWS PROPERTY OWNERS ASSOCIATION, INC.
a Wyoming nonprofit corporation

BY:

ITS:

[Signature]
Vice President

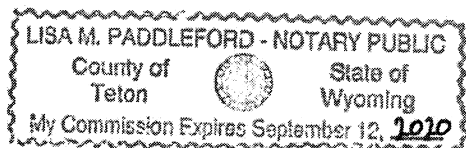
STATE OF WYOMING)

) SS.

COUNTY OF TETON)

ON THIS, the 20th day of June, 2018, personally appeared before me Sean Chapman, who acknowledged that he she is the Vice President of ALPINE MEADOWS PROPERTY OWNERS ASSOCIATION, INC., a Wyoming nonprofit corporation, and that the foregoing instrument was signed on behalf of said Corporation by authority of its Members, and said officer acknowledged to me that said Corporation executed the same.

WITNESS my hand and official seal.



Lisa M. Paddleford
NOTARY PUBLIC

My Commission expires: 9-12-2020

AMISD:

**ALPINE MEADOWS IMPROVEMENT SERVICE DISTRICT,
a Wyoming improvement and services district**

BY: ITS: President

STATE OF WYOMING)
) SS.
COUNTY OF TETON)

ON THIS, the 20th day of June, 2018, personally appeared before me Laura Ladd, who acknowledged that she is the President of the Board of Directors of ALPINE MEADOWS IMPROVEMENT SERVICE DISTRICT, a Wyoming improvement and services district, and that the foregoing instrument was signed on behalf of said District by authority of its Board of Directors, and said officer acknowledged to me that said Board of Directors executed the same.

WITNESS my hand and official seal.



Lisa M. Paddleford
NOTARY PUBLIC

My Commission expires: 9-12-2020

JUNCTION:

ALPINE JUNCTION, LLC,
a Wyoming limited liability company:

BY: [Signature]
 ITS: Managing Member

STATE OF WYOMING)
) SS.
 COUNTY OF TETON)

ON THIS, the 20th day of June, 2018, personally
 appeared before me Laura Ladd, who acknowledged that he she is
 the Managing Member of ALPINE JUNCTION, LLC, a Wyoming
 limited liability company, and that he she signed the foregoing instrument on
 behalf of said company.

WITNESS my hand and official seal.

Lisa M. Paddleton
 NOTARY PUBLIC

My Commission expires: 11-20-20

Exhibit A

Legal Description of Annexation Area

A parcel of land, also known as the Alpine Meadows Subdivision recorded on 8/23/2005 as Instrument No. 911176 by the Lincoln County Clerk, located in the SE1/4SE1/4 of Section 19, the SW1/4SW1/4 and SE1/4SW1/4 of Section 20, the N1/2NW1/4 of Section 29, and the NE1/4NE1/4 of Section 30, T37N, R118W, 6th P.M., Lincoln County, Wyoming, further described as follows:

BEGINNING at the south 1/16 corner common to said Sections 19 and 20 where is found a monument as described in a Wyoming Corner Record on file in the Office of the Clerk of Lincoln County, Wyoming;

THENCE along the north line of the SW1/4SW1/4 of said Section 20, N89°58'35"E, 1315.50 feet to the southwest 1/16 corner of said Section 20 where is found a monument as described in a Wyoming Corner Record on file in said Office;

THENCE departing said north line and following the east line of that parcel of record described in Book 457 of Photostatic Records, Page 639 on file in said Office, S00°06'33"E, 1029.36 feet to a 5/8 inch diameter steel rebar with an aluminum cap inscribed "RLS 164";

THENCE along the north line of that parcel of record described in Book 457 of Photostatic Records, Page 114 on file in said Office, S89°57'51"E, 704.25 feet more or less to an intersection with the westerly right-of-way line of U.S. Highway 26 where is found a 5/8 inch diameter steel rebar with an aluminum cap inscribed "RLS 164";

THENCE along said westerly right-of-way line, S08°05'28"E, 419.61 feet to a 5/8 inch diameter steel rebar with an aluminum cap inscribed "RLS 164";

THENCE departing said westerly right-of-way line and following the south line of said parcel of record described in Book 457 of Photostatic Records, Page 114, S89°58'43"W, 762.87 feet to a 5/8 inch diameter steel rebar;

THENCE along said east line, S00°12'03"W, 969.38 feet more or less to an intersection with the northerly Palisades Reservoir Take Line where is found a 5/8 inch diameter steel rebar with an aluminum cap inscribed "PLS 6447";

THENCE along said Palisades Reservoir Take Line through the following courses,
N88°17'37"W, 648.39 feet to a 5/8 inch diameter steel rebar with an aluminum cap inscribed "RLS 164";

N82°19'49"W, 671.32 feet to an aluminum pipe with an aluminum cap inscribed "RLS 164";

N63°45'42"W, 581.95 feet to a 5/8 inch diameter steel rebar with a plastic cap stamped "PLS 698";

THENCE departing said Palisades Reservoir Take Line, along the west line of that parcel of record described in Book 467 of Photostatic Records, Page 454 on file in said Office, N00°01'44"E, 2052.29 feet more or less to an intersection with the north line of the SE1/4SE1/4 of said Section 19;

THENCE along the north line of said SE1/4SE1/4, S89°32'42"E, 519.89 feet to the POINT OF BEGINNING;

Said parcel ENCOMPASSES an area of 104.89 acres more or less.

Exhibit B**Road Resurfacing Specifications**

The Work shall generally consist of constructing a seal coat in the year 2021±, contingent on an evaluation and recommendation by a qualified consultant, on the internal road system within Alpine Meadows encompassing an area of approximately 42,400 square yards, and restoration of any temporary staging or disturbed areas. Seal coat shall include application of emulsified asphalt followed immediately by a single layer application of 3/8-inch cover aggregate in a manner, and in sufficient quantities, to achieve approximately 70% cured embedment of the aggregate. The Work shall conform to the most recent edition of the Wyoming Public Works Standard Specifications and any other Special Provisions deemed necessary by the consultant at the time of evaluation. Payment for the consultant and 2021± chip seal coat work shall be from reserves accrued by the AMPOA and AMISD.

Christine Wagner

From: Robert Wagner
Sent: Tuesday, June 18, 2024 3:56 PM
To: mulevogt@msn.com
Cc: Christine Wagner
Subject: Alpine Meadows Fire Access Road
Attachments: IFC Appendix D Approved Fire Apparatus Access Roads.pdf

Mayor and Council,

Attached are code sections from the Adopted International Fire Code in reference to Oatgrass Street egress from County Road 100.

I met with the Alpine Fire Chief in regards to this request from the Alpine Meadows HOA to block off this entrance at the intersection of County Road 100 and Oatgrass Street.

As you see in section D107, two separate and approved fire apparatus access roads are required, currently there are three. Section D107.2 Requires the two fire apparatus access roads to be placed a distance apart equal to not less than one-half of the length of the maximum overall diagonal dimension of the property or area to be served, measured in a straight line between accesses. The Oatgrass access from County Road 100 cannot be permanently closed off as it does not meet this requirement. A gate can be installed following Section D103.5 if desired. Prior to construction please contact the Fire Department and the Town of Alpine as there is a manhole just off of County Road 100 that needs to be considered prior to construction.

The Oatgrass Street section of road between County Road 100 and Columbine is less 150 feet in length, therefore, a fire apparatus turnaround is not required.

NOT YET REVIEWED/FINALIZED BY ALPINE FIRE CHIEF

APPENDIX D

D106.3 Remoteness. Where two fire apparatus access roads are required, they shall be placed a distance apart equal to not less than one-half of the length of the maximum overall diagonal dimension of the property or area to be served, measured in a straight line between accesses.

❖ This concept is similar to the one dealing with the remoteness of exits in Section 1007.1.1. One of the primary reasons for multiple access roads is to ensure that if one access road is blocked or otherwise unavailable, another will allow access by the fire department. Therefore, where more than one access road is required, those roads must be separated by enough distance to avoid a situation where both would be blocked or unavailable simply because they are too close to one another.

apparatus turnaround. Such determination by the fire code official should consider the phased development of an individual project or adjacent projects. Requiring evidence of legal agreements for specific future development would be prudent, especially in times of economic uncertainty. This gives the fire code official an opportunity to assess whether additional access is required in the interim.

D107.2 Remoteness. Where two fire apparatus access roads are required, they shall be placed a distance apart equal to not less than one-half of the length of the maximum overall diagonal dimension of the property or area to be served, measured in a straight line between accesses.

❖ This concept is similar to the one dealing with the remoteness of exits in Section 1007.1.1. One of the primary reasons for multiple access roads is to ensure that if one access road is blocked or otherwise unavailable, another will allow access by the fire department. Therefore, when more than one access road is required, those roads must be separated by enough distance to avoid a situation where both would be blocked or unavailable simply because they are too close to one another.

**SECTION D107
ONE- OR TWO-FAMILY
RESIDENTIAL DEVELOPMENTS**

D107.1 One- or two-family dwelling residential developments. Developments of one- or two-family dwellings where the number of dwelling units exceeds 30 shall be provided with two separate and approved fire apparatus access roads.

Exceptions:

1. Where there are more than 30 dwelling units on a single public or private fire apparatus access road and all dwelling units are equipped throughout with an approved automatic sprinkler system in accordance with Section 903.3.1.1, 903.3.1.2 or 903.3.1.3, access from two directions shall not be required.
2. The number of dwelling units on a single fire apparatus access road shall not be increased unless fire apparatus access roads will connect with future development, as determined by the fire code official.

❖ This section requires that one- and two-family dwelling subdivisions with more than 30 dwellings have more than one fire apparatus access road into the development. The second access road is needed in case one access road for any reason becomes unusable

Exception 1 states that where there are more than 30 dwelling units equipped throughout with an approved sprinkler system in accordance with NFPA 13, 13R or 13D, as applicable or approved, a second access road is not required. This recognizes the effectiveness and reliability of properly designed and installed automatic sprinkler systems in mitigating the need to have two access points.

Exception 2 requires approval by the fire code official any time a new house is constructed on an existing access road. Once the maximum number of dwelling units allowed by this section has been reached, no further development may occur unless the fire code official determines that there will be a future road connection that will prevent creation of an excessive dead-end situation with no means for

**SECTION D108
REFERENCED STANDARDS**

ASTM F2200—13	Standard Specification for Automated Vehicular Gate Construction	D103.5
UL 325—02	Door, Drapery, Gate, Louver, and Window Operators and Systems, with Revisions through June 2013	D103.5

Bibliography

The following resource material was used in the preparation of the commentary for this appendix of the code.

2015 *International Code Interpretations*. Washington, DC: International Code Council, 2015.

NOT YET REVIEWED/FINALIZED BY ALPINE FIRE CHIEF

APPENDIX D

D103.4 Dead ends. Dead-end fire apparatus access roads in excess of 150 feet (45 720 mm) shall be provided with width and turnaround provisions in accordance with Table D103.4.

**TABLE D103.4
REQUIREMENTS FOR DEAD-END
FIRE APPARATUS ACCESS ROADS**

LENGTH (feet)	WIDTH (feet)	TURNAROUNDS REQUIRED
0–150	20	None required
151–500	20	120-foot Hammerhead, 60-foot “Y” or 96-foot diameter cul-de-sac in accordance with Figure D103.1
501–750	26	120-foot Hammerhead, 60-foot “Y” or 96-foot diameter cul-de-sac in accordance with Figure D103.1
Over 750		Special approval required

For SI: 1 foot = 304.8 mm.

❖ Though the widths of the access roadways may be sufficient to move and operate the necessary equipment at a fire scene, they may not be wide enough for the vehicles to turn around. On through streets this is not an issue, but when the road is a dead end and is sufficiently long, some means are necessary to enable fire department vehicles to turn around rather than having to back up over excessive distances. The three major methods used to provide a turnaround area are a cul-de-sac, hammerhead and “Y.” Figure D103.1 shows examples of all three types. Section 503 does not give any specific guidance. Each jurisdiction can choose from a variety of ways to accomplish this.

Dead ends require a fire vehicle turnaround when they exceed 150 feet (45 720 mm). The turnaround is to be located at the end of the roadway or within 150 feet (45 720 mm) of the end of the roadway to limit the backing distance to a maximum of 150 feet (45 720 mm). Backing a large vehicle, such as a tower ladder, over 150 feet (45 720 mm) can be especially challenging, especially in cases where the engineer may have to use a video camera-equipped back-up system due to the vehicle's length. Refer to the table for more guidance in determining the kind of turning radius required. In any event, the configuration of the roadway and turnaround must be approved by the fire code official.

This table, which is based on the length of a dead end, sets minimum widths and recommends which types of turnarounds should be used. The diagrams in Figure D103.1 show the configurations of these turnarounds.

D103.5 Fire apparatus access road gates. Gates securing the fire apparatus access roads shall comply with all of the following criteria:

1. Where a single gate is provided, the gate width shall be not less than 20 feet (6096 mm). Where a fire apparatus road consists of a divided roadway, the gate width shall be not less than 12 feet (3658 mm).
2. Gates shall be of the swinging or sliding type.
3. Construction of gates shall be of materials that allow manual operation by one person.
4. Gate components shall be maintained in an operative condition at all times and replaced or repaired when defective.
5. Electric gates shall be equipped with a means of opening the gate by fire department personnel for emergency access. Emergency opening devices shall be approved by the fire code official.
6. Methods of locking shall be submitted for approval by the fire code official.
7. Electric gate operators, where provided, shall be listed in accordance with UL 325.
8. Gates intended for automatic operation shall be designed, constructed and installed to comply with the requirements of ASTM F2200.

❖ Gates are sometimes required by the fire code official to limit access to certain hazardous fire areas. They are also often used as a security mechanism for gated communities and complexes. Section 503 discusses the use of gates in more general terms whereas this section provides more specific guidelines. The nine requirements stated here all must be complied with where applicable. They focus on maintaining the required width, ease of use and ability to open in an emergency. The construction and installation of gates and methods for opening the gates, whether by manual means or by a listed electrical mechanism, must comply with the referenced standards and be approved by the fire code official. This ensures that the operating procedures of the fire department are taken into account. See the commentary to Sections 503.5 and 503.6 for further information on gates.

D103.6 Signs. Where required by the fire code official, fire apparatus access roads shall be marked with permanent NO PARKING—FIRE LANE signs complying with Figure D103.6. Signs shall have a minimum dimension of 12 inches (305 mm) wide by 18 inches (457 mm) high and have red letters on a white reflective background. Signs shall be posted



June 12, 2024

To: Mayor Green & Town Council
Town of Alpine
Po Box 3070
250 Beaver Circle
Alpine, WY 83128

Re: Process Piping System Installation Proposal
Alpine Wastewater Pretreatment Plant
281 Buffalo Drive
Alpine, WY 83128
JA Project No. 23001

Mayor Green and Town Council,

The Wastewater Pretreatment Plant that will serve Melvin Brewery's wastewater effluent needs the process system installed. The process system includes; electrical, mechanical and building construction trade work (see attached scope of work). On Jan. 3 and Jan 10, 2024, the Town advertised for prequalification's to bid the process piping system installation. On Jan. 3, 2024 Jorgensen called and left messages with three different construction companies looking for interest in the project. One day before the prequalification bids were due one contractor, Prospect Construction from Montana, called and requested information. Jorgensen sent the bid information, drawings, pictures and called the contractor. The contractor never called back. Precision Electrical is the electrical contractor for the construction of the pretreatment plant building and is under contract with our general contractor (JL Concrete and Construction). Precision Electrical worked with other sub-contractors and has provided an estimate to install the electrical and mechanical systems for the process piping systems. The cost of this process system proposal is \$508,000 (see attached estimate for reference). Precision Electrical has worked on similar wastewater and industrial facilities (see attached project list). JVA Consulting and Jorgensen have reviewed the estimate and feel it is a complete scope of work. It is our recommendation that the Town Council give the Mayor authority to sign the estimate. If the Council approves this estimate Precision will get a 125% performance bond for the scope of work to insure completion. Precision has stated the scope of work will take about 4-months to complete starting when the estimate is approved. Please feel free to contact me if you have any questions or concerns.

Thank you for your consideration,

Kevin Meagher
Sr. Construction Project Manager

Precision Electrical Services
 3966 E 146 N
 Rigby, ID 83442 US
 info@pes-electric.com
 www.pes-electric.com

Estimate



Section 8, Iteme.

Precision Electrical Services LLC
 Residential • Commercial • Industrial

ADDRESS
 Kevin Meagher

ESTIMATE #	DATE	EXPIRATION DATE
1736	06/11/2024	06/25/2024

DESCRIPTION	QTY	RATE	AMOUNT
- Frame and Finish Solid waste screen room (Class 1 Div2) * Install electrical control panel and electrical lighting * Provide hot water spicket for maintenance	1	15,000.00	15,000.00
- Set Screen Press equipment in room	1	10,000.00	10,000.00
- Provide process plumbing and water lines for Screen press	1	35,000.00	35,000.00
- Install electrical control panel for Screen press * Includes lighting and wiring	1	35,000.00	35,000.00
- Install instrumentation on process plumbing and tie in electrical to panel from devices	1	12,500.00	12,500.00
- Provide and install Gas monitoring system	1	14,000.00	14,000.00
- Install Intake prescreen	1	3,500.00	3,500.00
- Install electrical control panel for Intake screen, install and terminate instrumentation	1	15,000.00	15,000.00
- Install air lines for valves on Intake Screen equipment	1	10,000.00	10,000.00
- Install process piping for Intake Screen equipment * Includes NPW to the screen	1	30,000.00	30,000.00
- Install concrete pad for Flocculation Reaction Tank	1	5,000.00	5,000.00
- Set Flocculation Reaction Tank	1	5,000.00	5,000.00

Precision Electrical Services looks to exceed your expectations in earning your business!

DESCRIPTION	QTY	RATE	Section 8, Item. T
- Process plumbing tie-ins for Flocculation Reaction Tank to Screw Press * Includes dewatering polymer feed system and piping	1	14,000.00	14,000.00
- Install submersible pumps panel * Includes wiring/conduit from electrical distribution panel	1	12,000.00	12,000.00
- Install and tie-ins for submersible pumps to include instrumentation * Includes guide rails and mounting supports for pumps	1	12,500.00	12,500.00
- Install and tie-ins for submersible mixer panel to include instrumentation * Includes guide rails and mounting supports for mixers	1	12,250.00	12,250.00
- Install 90Q positive displacement blower panel and provide field instrumentation and air tie-ins	1	14,000.00	14,000.00
- Install Blower panel and provide equipment, instrumentation	1	100,000.00	100,000.00
- Install MBR electrical and instrumentation tie-ins	1	21,000.00	21,000.00
- Install raceway and electrical wiring for MBR skid motors	1	12,250.00	12,250.00
- Install Compressor, compressor panel, electrical, instrumentation and air tie-ins	1	100,000.00	100,000.00
125% BID BOND	1	20,000.00	20,000.00
EXCLUDES - Any changes/revisions to the plans past the following dates: - CAMBRIGE 5/20/2023 - RENDEZUOUS 1/11/2024 - JUA 4/11/2024 - KVA 4/11/2024			

This is an official bid for work described herein.

1. Scope of Work. PES shall furnish all labor, materials, equipment, services, and documentation required to fully perform the work as described in this estimate, and retain ownership of said items until paid in full. PES shall perform the work in accordance with all applicable local, state, and national building codes, electrical codes, and safety regulations and standards.

2.Payment Terms.

(a) NET30: Client shall pay PES within 30 calendar days of receiving an Application for Payment from PES.

(b) If payment is not made within 35 calendar days of receiving the Application for Payment, a late fee of 6% shall be applied to the outstanding balance owed to PES.

(h) Additional late fees of 6% of any remaining outstanding balance, including accrued late fees, shall be charged every 30 calendar days that the outstanding balance remains unpaid. Late fees shall compound until the outstanding balance is paid in full.

SUBTOTAL

TAX

TOTAL

Section 8, Item. 0

0.00

\$508,000.00

Accepted By

Accepted Date

Scope of work for Alpine WWTP pretreatment and Sludge equipment installation

Plumbing Scope of work-

Potable Water piping

- Provide and install 1 ¼" PVC from Solids Roll-off bin to Polymer Dosing & pump Station
- Provide and install 1 ½" PVC from Polymer Dosing & pump station to fine screens room.
- Provide and install 1" PVC from riser to CIP Tank on Membrane Filtration Tank equipment skid

Instrument Air Piping

- Provide and install ½" Copper from Solids Roll-off Bin to AntiFoam Pump
- Provide and install 1" Copper from Air Compressor to Anitfoam pump location
- Provide and install 4" SS on Process aeration Blower Exhaust Fan

Antifoam, Acid and Base Piping

- Provide and install ½" CPVC from MFT skid to Antifoam pump
- Provide and install ½" CPVC from Base Dosing Pump, Acid Dosing pump to Strainer

WasteWater Piping

- Provide and install 3" PVC on CIP Tank to Aeration Pump
- Provide and install 2" PVC in Fines Screen room to Equalizatoin Tank, Tie-in to Strainter to Process Aeration Blower Exhaust Fan
- Provide and install 2" PVC From Solids Roll-off bin to Flocculatoin Reactoin Tank

Waste Activated Sludge Piping

- MFT skid tie- ins with 2" and 1 ½" PVC SCH 80 to underground piping

Sludge pump tie-ins

- 2" CPVC sludge pump tie into existing building

Electrical Scope-

-Provide and Set RIO Control Panel

- Provide and install ¾" Rigid conduit and conductors for INF. Transfer pressure
- Provide and install ¾" Rigid Conduit and conductors for INF Transfer PH
- Provide and install ¾" Rigid Conduit and conductors for INF. Transfer Temperature
- Provide and install ¾" Rigid Conduit and conductors for Post chemical injection flow
- Provide and install ¾" Rigid Conduit and conductors for post chemical injection temp/PH
- Provide and install ¾" Rigid Conduit and conductors for Blower air Pressure
- Provide and install ¾" Rigid Conduit and conductors for blower air flow
- Provide and install ¾" Rigid Conduit and conductors for Aeration Tank levels
- Provide and install ¾" Rigid Conduit and conductors for Aeration Tank Dissolved Oxygen & temperature.
- Provide and install ¾" Rigid Conduit and conductors for EQ tank Levels
- Provide and install ¾" Rigid Conduit and conductors for Influent Flow
- Provide and install ¾" Rigid Conduit and conductors for Anti-Foam Control Valve

- Provide and install $\frac{3}{4}$ " Rigid Conduit and conductors for INF. Transfer Pump #1
- Provide and install $\frac{3}{4}$ " Rigid Conduit and conductors for INF. Transfer Pump #2
- Provide and install $\frac{3}{4}$ " Rigid Conduit and conductors for Fine Screen Room Exhaust Fan
- Install Fine Screen control Panel
 - Provide and install $\frac{3}{4}$ " Rigid conduit and conductors for Solenoid Valve 1 Screen Wash
 - Provide and Install $\frac{3}{4}$ " Rigid conduit and conductors for Overflow Probe
 - Provide and install $\frac{3}{4}$ " Rigid conduit and conductors for MBR MCP
- Provide and install Gas monitoring system
 - Provide and install $\frac{3}{4}$ " rigid conduit and conductors for EQ/AT RIO Panel
- Screw Press control Panel
 - Provide and install $\frac{3}{4}$ " Rigid conduit and conductors for Screw Press wash ring forward Control Valve
 - Provide and install $\frac{3}{4}$ " rigid conduit and conductors for screw press cone pressurize control valve
 - Provide and install $\frac{3}{4}$ " rigid conduit and conductors for polymer wash water on control valve
 - Provide and install $\frac{3}{4}$ " Rigid conduit and conductors for Screw Press wash water control valve #1
 - Provide and install $\frac{3}{4}$ " Rigid conduit and conductors for screw press wash water control Valve #2
 - Provide and install $\frac{3}{4}$ " rigid conduit and conductors for Floc Tank pressure
 - Provide and install $\frac{3}{4}$ " rigid conduit and conductors for Primary dilution flow meter
 - Provide and install $\frac{3}{4}$ " rigid conduit and conductors for post dilution flow meter
 - Provide and install $\frac{3}{4}$ " rigid conduit and conductors for Primary makedown water flow controller
 - Provide and install $\frac{3}{4}$ " rigid conduit and conductors for post dilution water flow controller
- MBR MCP cabinet
 - Provide and install 1" rigid conduit and CAT6 to FSP602
 - Provide and install 1" rigid conduit for 6 motor disconnects back to MDP 60'
- Install IDF cabinet for Fiber and terminate
- Mechanical equipment HVAC systems
 - Provide and install conduit and for 3 duct heater location and dampner tie-ins to central control to maintain positive pressure with accordance with mechanical engineering.

Precision Electrical's industrial wastewater experience;

From: Val Islas <val@pes-electric.com>
Sent: Wednesday, June 12, 2024 10:00 AM
To: Kevin Meagher <kmeagher@jorgeng.com>
Cc: Joe Wilson <joe@pes-electric.com>; Darren Carlton <darren@pes-electric.com>
Subject: Re: Estimate 1736 from Precision Electrical Services

Kevin,

Joe's Experience on waste water treatment plants stem from Burly WWTP, Jackson WWTP, Amalgamated Sugar, and Alpine. My experience stem from Windsor WWTP, Tallgrass WWTP and Frac Filtration plants(built 6 of these facilities in CO and Wy) Windsor Water tower, HEB Facility Lift station.

Val Islas
Operations Manager
Proudly Serving Idaho, Montana, Utah, and Wyoming!
Precision Electrical Services
Office: (208)604-5986
Cell: (208)970-4648



**RESOLUTION NO. 2024-025****RESOLUTION FOR AUTHORIZING A LOAN FROM THE GENERAL FUND
TO THE WASTEWATER FUND FOR PROJECT FUNDING PURSUANT TO
W.S. § 16 – 4 -117 (2023)**

WHEREAS, the Governing Body of the Town of Alpine, Wyoming has been informed that the expected costs to finish Wastewater Pretreatment Project will exceed the amount of funds available to the Wastewater Fund; and

WHEREAS, the Governing Body of the Town of Alpine, Wyoming has received an estimate that the total cost of the project to be \$1.3 million; and

WHEREAS, the Town of Alpine, Wyoming has enough in the General Fund to allow the General Fund to lend the funds needed to complete the Wastewater Pretreatment Project; and

WHEREAS, Wyoming Statute § 16 – 4 -117 allows for the interfund loans from one fund to another at “interest rates and terms for repayment as it may prescribe.”

NOW, THEREFORE, BE IT RESOLVED that the Town of Alpine Town Council hereby authorizes a loan from the General Fund to the Wastewater Fund in the amount of up to \$1 million with the loan to be repaid over a ten-year period with an interest rate of 5%.

This resolution passed and adopted on this **18th** day of **June 2024**.

Vote: __ Yes, __ No, __ Absent, and __ Abstain.

Payment #	Payment date	Beginning balance	Scheduled payment	Total payment	Principal	Interest	Ending balance	Cumulative interest
1	9/1/2025	\$1,000,000.00	\$129,504.57	\$129,504.57	\$79,504.57	\$50,000.00	\$920,495.43	\$50,000.00
2	10/1/2025	\$920,495.43	\$129,504.57	\$129,504.57	\$83,479.80	\$46,024.77	\$837,015.62	\$96,024.77
3	11/1/2025	\$837,015.62	\$129,504.57	\$129,504.57	\$87,653.79	\$41,850.78	\$749,361.83	\$137,875.55
4	12/1/2025	\$749,361.83	\$129,504.57	\$129,504.57	\$92,036.48	\$37,468.09	\$657,325.34	\$175,343.64
5	1/1/2026	\$657,325.34	\$129,504.57	\$129,504.57	\$96,638.31	\$32,866.27	\$560,687.04	\$208,209.91
6	2/1/2026	\$560,687.04	\$129,504.57	\$129,504.57	\$101,470.22	\$28,034.35	\$459,216.81	\$236,244.26
7	3/1/2026	\$459,216.81	\$129,504.57	\$129,504.57	\$106,543.73	\$22,960.84	\$352,673.08	\$259,205.10

SIGNED:

Eric Green, Mayor

ATTEST:

Monica L. Chenault, Town Clerk/Treasurer



**ORDINANCE NO. 2024-003
TOWN OF ALPINE
BUILDING DEPARTMENT FEE SCHEDULE**

AN ORDINANCE REPEALING AND REPLACING 297 ORDINANCE NO. 2022-15 TOWN OF ALPINE BUILDING DEPARTMENT FEE SCHEDULE FOR BUILDING APPLICATIONS AND PERMIT APPLICATIONS IN THE TOWN OF ALPINE. THIS ORDINANCE WILL ESTABLISH AN EFFECTIVE DATE AT ITS PASSING ON THE THIRD READING.

BE IT ORDAINED BY THE GOVERNING BODY OF THE TOWN OF ALPINE, LINCOLN COUNTY, WYOMING:

Section I: Building Department Fee Schedule

Plan review by Town of Alpine building official is included in the base rate along with the required inspection fees, any additional inspections and/or re-inspections will be charged and/or billed to the property owner accordingly.

Plan Review Fee: A Separate plan review fee of One Hundred (\$100) Dollars per hour for all plan reviews conducted outside of the regular permit submissions will be assessed to all requests.

In addition to the permit fee (base rate and price per square foot) the Town reserves the right with specific findings, to have a 3rd party entity plan review conducted, at the expense of the applicant, these additional costs would be on any complex projects the Town deems necessary.

Building Fees:

Building Type	Base Rate	Price Per Sq. Ft.
Commercial	\$2,600.00	\$0.50/sq. ft.
Multi-Unit Residential	\$1,500.00	\$0.50/sq. ft.
Single Family Residential (Garage with Primary Structure is included in 'SFR' Fee)	\$1,750.00	\$0.25/sq. ft.

Re-Inspections:

If for any reason a project is not ready when the Building Official arrives, as requested, thus requiring a return to the project site by the Building Official to conduct the inspection, the applicant will be charged accordingly, for each and every additional visit. Re-Inspection fees are charged on an hourly basis, if the re-inspection exceeds the allotted minimum time, the applicant will be charged the below identified rate accordingly.

Residential	(Fee Per Each Reinspection)	\$250.00	One (1) hr. minimum
Commercial	(Fee Per Each Reinspection)	\$750.00	One (1) hr. minimum

Other Permits:

Permit Type	Base Rate	Price Per Sq. Ft.
Addition	\$2,000.00	\$0.25/sq. ft.
Remodel	\$1,350.00	\$0.25/sq. ft.

Garage (Not Associated with "SFR" Structure)	\$2,000.00	\$0.25/sq. ft.
Minor Construction Permit Fees:	\$750.00	

Affidavits:

Deck Affidavit	\$300.00
Fence Affidavit	\$175.00
Re-Roof Affidavit (All Like Kind Materials)	\$250.00
Shed Affidavit (Includes Greenhouses)	\$250.00
All Others	\$250.00

Extension Affidavit:

Extension of 1 st Building Permit	\$750.00
Extension of 2 nd Building Permit	\$1,000.00

Sign Permit Fees:

Wall/Canopy	\$300.00
Fee Standing	\$400.00
Permanent Banners	\$275.00 – Per Banner
Temporary Banners (Must be removed 90 days from installation date)	\$125.00 – Per Banner

Miscellaneous Permits:

Demolition Permit (not associated with new construction)	\$300.00
Special Hearing by Planning & Zoning Commission	\$1,500.00
Temporary Use Permit (90 Day Use Only)	\$750.00

Development Fees:

Variance Application (Person requesting variance shall also pay all advertising separately)	\$5,000.00
Zoning Map Amendment Application (Rezone) (Person requesting rezone shall also pay all advertising separately)	\$5,000.00

Replat/Subdivisions Application

Simple	\$3,000.00
Minor	\$5,000.00
Major	\$5,000.00 (plus \$200.00 per lot)

Additional Fees:

If any of the above fees do not fully cover the total costs of processing any application and/or additional inspections or re-inspections, additional fees will be assessed pursuant to Section II of this Ordinance.

Charges for replating of a subdivision applications shall commence at the above cost basis. There may be extra costs incurred, as determined by the Town of Alpine, as every project is unique and may incur additional costs.

Fees listed do not include all costs for advertising which will be billed directly to the property owner along with all other out of ordinary expenses.

SECTION II: Deposit.

Building Type	Deposit
Commercial	\$2,500.00
Multi-Unit Residential	\$2,500.00
Single Family Residential	\$2,500.00
Addition	\$2,500.00
Garage	\$2,500.00
Remodel	\$2,500.00

A deposit fee will be required for all Commercial Building, Multi-Unit Residential Structures, Single Family Residential Structures, Garage Structures, Remodel and Addition Projects permit applications. If reinspection's are needed and/or completed, the reinspection fee will be taken out of the provided deposit. The deposit fee will be returned to the applicant upon completion of the project and after a certificate of occupancy/completion is issued. Should the number of reinspection's prevail over the deposit fee, the project will be stopped until the appropriate reinspection fees are paid in full.

SECTION III: Payment/Refunds/Waiver of Fees.

All building permit fees are non-refundable. There shall be no waiver of fees.

SECTION IV: Water And Sewer Connection Fees.

In conjunction with the building permit application process and before a building permit is issued, all water and sewer connection fees must be paid in full.

Section V: Severability.

If any section, subsection, sentence, clause, phrase, or portion of this ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate distinct and independent provision, and such holding shall not affect the validity of the remaining portions of the ordinance.

Section VI: Ordinances Repealed.

All ordinances and parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

Section VII: Effective Date.

This Ordinance shall become effective from the date of its passage.

Passed First Reading on the 16th day of April 2024.

VOTE: 5 YES, 0 NO, 0 ABSTAIN, 0 ABSENT

Passed First Reading on the 16th day of April 2024.

VOTE: 4 YES, 0 NO, 0 ABSTAIN, 1 ABSENT

Passed on Third and Final Reading 18th day of June 2024.

VOTE: YES, NO, ABSTAIN, ABSENT

Eric Green, Mayor of Alpine

ATTEST:

Monica L. Chenault, Clerk / Treasurer

ATTESTATION OF THE TOWN CLERK

STATE OF WYOMING)
COUNTY OF LINCOLN)
TOWN OF ALPINE)

I hereby certify that the forgoing Ordinance No. 2024-003 shall be duly posted for ten (10) days in the Town Office.

I further certify that the foregoing Ordinance will be posted on the Town website in final form, upon its passing and approved by the Town Council as soon as is practicable.

I further certify that the forgoing Ordinance was duly recorded in the BOOK OF ORDINANCES VI, TOWN OF ALPINE, LINCOLN COUNTY, WYOMING.

ATTEST:

Monica L. Chenault Clerk / Treasurer

**RESOLUTION NO. 2024-026****RESOLUTION AUTHORIZING THE ALPINE TRAVEL & TOURISM BOARD
FY 2025 GRANT APPROPRIATIONS**

NOW THEREFORE, BE IT ORDAINED by the Governing Body of the Town of Alpine that the Town of Alpine Travel & Tourism Board has approved the following grant awards for Fiscal Year 2025:

2025 Awardees	Award Amount
Alpine Fire Department, Ladder Truck Fundraiser	\$10,000.00
Alpine Trails and Pathways, Winter Grooming	\$9,600.00
Arts Council, Alpine Art Festival	\$4,000.00
Oil Painting Portrait Workshop	\$2,000.00
SVI, Geofencing/SVI Sports Commercial/SVIALpine.com	\$25,000.00
Town of Alpine, Information Center	\$30,000.00
Town of Alpine, Music in the Mountains	\$16,000.00
Town of Alpine, Welcome Signs	\$48,000.00
Town of Alpine, Winter Jubilee	\$8,000.00
Trout Unlimited, Film Fest	\$5,352.00
Total 24/25 Awards	<u>\$157,952.00</u>

This resolution passed and adopted on this **18th** day of **June 2024**.

Vote: __ Yes, __ No, __ Absent, and __ Abstain.

SIGNED:

Eric Green, Mayor

ATTEST:

Monica L. Chenault, Town Clerk/Treasurer

TRAVEL & TOURISM		
10-48-100	TRAVEL & TOURISM WAGES	\$5,000.00
10-48-210	TRAVEL & TOURISM PAYROLL TAXES	\$500.00
10-48-220	TRAVEL & TOURISM MEDICAL BENEFITS	\$750.00
10-48-230	TRAVEL & TOURISM RETIREMENT	\$750.00
10-48-315	TRAVEL & TOURISM PROFESSIONAL SERVICES	\$1,000.00
10-48-410	TRAVEL & TOURISM SUPPLIES	\$500.00
10-48-415	TRAVEL & TOURISM GRANT AWARDS	\$158,000.00
TOTAL TRAVEL & TOURISM		\$166,500.00



**ORDINANCE NO. 2024-006
TOWN OF ALPINE
BUDGET FOR FISCAL YEAR 2025**

AN ORDINANCE FOR THE TOWN OF ALPINE, COUNTY OF LINCOLN, STATE OF WYOMING, ADOPTING AND APPROVING THE ANNUAL BUDGET AND APPROPRIATIONS FOR FISCAL YEAR 2025, BEGINNING ON JULY 1, 2024, AND ENDING ON JUNE 30, 2025, PURSUANT TO WYOMING STATUTE 16-4-101.

NOW THEREFORE, BE IT ORDAINED by the Governing Body of the Town of Alpine that the Town of Alpine, Budget and Appropriations for Fiscal year 2025 is hereby adopted, approved, and shall be transmitted to the Wyoming Authorities as required by statute. This Ordinance shall be in full force and effect from and after the passage on three reading and published as required by law.

GENERAL FUND REVENUE

Tax Revenue	\$1,490,000.00
Licenses and Permits	\$78,400.00
Charges for Services	\$274,510.00
Intergovernmental Revenue	\$408,000.00
Fine & Penalties	\$3,000.00
Other Revenue	\$1,213,500.00 (\$553,500.00 Prior Year Fund Balance)
TOTAL GENERAL FUND REVENUE	\$3,467,410.00

GENERAL FUND EXPENDITURES

Mayor & Council	\$58,500.00
Administration	\$583,000.00
Court	\$18,900.00
Travel & Tourism	\$166,500.00
Planning & Zoning	\$220,800.00
Information Center	\$61,400.00
Streets	\$575,000.00
Law Enforcement	\$178,400.00
Facilities	\$136,250.00
Parks	\$119,750.00
Events	\$96,625.00
Business & Community Development	\$45,000.00
Capital Outlay	\$783,000.00
Debt Service	\$410,000.00
TOTAL GENERAL FUND EXPENDITURES	\$3,453,125.00

WATER FUND REVENUE

Operating Revenue	\$1,051,500.00
Grant Income	\$752,000.00
Other Income	\$75,000.00 (\$50,000.00 Prior Year Fund Balance)
TOTAL WATER FUND REVENUE	\$1,878,500.00

WATER FUND EXPENDITURES

Administration	\$88,200.00
Field Operations	\$501,000.00
Capital Outlay	\$1,255,000.00
Debt Service	\$34,000.00
TOTAL WATER FUND EXPENDITURES	\$1,878,200.00

WASTER WATER FUND

Operating Revenue	\$669,000.00
Grant Income	\$1,000,000.00
Other Income	\$1,020,000.00 (Prior Year Fund Balance \$1,000,000.00)
TOTAL WASTEWATER FUND REVENUE	\$2,689,000.00

WASTEWATER FUND EXPENDITURES

Administration	\$80,300.00
Collections	\$274,000.00
Pre-treatment	\$156,000.00
Wastewater Treatment Plant	\$429,500.00
Capital Outlay	\$1,407,000.00
Debt Service	\$265,000.00
TOTAL WATER FUND EXPENDITURES	\$2,611,800.00

Passed First Reading on the 16th day of April 2024.

VOTE: 5 YES, 0 NO, 0 ABSTAIN, 1 ABSENT

Passed Second Reading on the 21st day of May 2024.

VOTE: 3 YES, 1 NO, 0 ABSTAIN, 1 ABSENT

Passed on Third and Final Reading 18th day of June 2024.

VOTE: YES, NO, ABSTAIN, ABSENT

TOWN OF ALPINE

Eric Green, Mayor of Alpine

ATTEST:

Monica L. Chenault, Clerk / Treasurer

ATTESTATION OF THE TOWN CLERK

STATE OF WYOMING)
COUNTY OF LINCOLN)
TOWN OF ALPINE)

I hereby certify that the forgoing Ordinance No. 2024-006 shall be duly posted for ten (10) days in the Town Office.

I further certify that the foregoing Ordinance will be posted on the Town website in final form, upon its passing and approved by the Town Council as soon as is practicable.

I further certify that the forgoing Ordinance was duly recorded in the BOOK OF ORDINANCES VI, TOWN OF ALPINE, LINCOLN COUNTY, WYOMING.

ATTEST:

Monica L. Chenault Clerk / Treasurer



ORDINANCE NO. 2024-005
TOWN OF ALPINE
AMENDED BUDGET FOR FISCAL YEAR 2024

AN ORDINANCE FOR THE TOWN OF ALPINE, COUNTY OF LINCOLN, STATE OF WYOMING, AMENDING AND APPROVING THE ANNUAL BUDGET AND APPROPRIATIONS FOR FISCAL YEAR 2024, BEGINNING ON JULY 1, 2023, AND ENDING ON JUNE 30, 2024, PURSUANT TO WYOMING STATUTE 16-4-101.

NOW THEREFORE, BE IT ORDAINED by the Governing Body of the Town of Alpine that the Town of Alpine, Amended Budget and Appropriations for Fiscal year 2024 is hereby adopted, approved, and shall be transmitted to the Wyoming Authorities as required by statute. This Ordinance shall be in full force and effect from and after the passage on three reading and published as required by law.

GENERAL FUND REVENUE

Tax Revenue	\$1,972,500.00
Licenses and Permits	\$117,800.00
Charges for Services	\$224,700.00
Intergovernmental Revenue	\$747,000.00
Fine & Penalties	\$1,500.00
Other Revenue	\$165,000.00
TOTAL GENERAL FUND REVENUE	\$3,228,500.00

GENERAL FUND EXPENDITURES

Mayor & Council	\$41,000.00
Administration	\$656,850.00
Court	\$11,550.00
Travel & Tourism	\$1,500.00
Planning & Zoning	\$145,450.00
Information Center	\$39,050.00
Streets	\$260,500.00
Law Enforcement	\$97,800.00
Facilities	\$197,850.00
Parks	\$99,750.00
Events	\$72,150.00
Business & Community Development	\$25,000.00
Capital Outlay	\$400,000.00
Debt Service	\$230,000.00
TOTAL GENERAL FUND EXPENDITURES	\$2,278,450.00

WATER FUND REVENUE

Operating Revenue	\$571,800.00
Grant Income	\$20,000.00
Other Income	\$147,000.00 (\$113,000 Prior Year Fund Balance)
TOTAL WATER FUND REVENUE	\$738,800.00

WATER FUND EXPENDITURES

Administration	\$70,200.00
Field Operations	\$559,200.00
Capital Outlay	\$75,000.00
Debt Service	\$34,000.00
TOTAL WATER FUND EXPENDITURES	\$738,400.00

WASTER WATER FUND

Operating Revenue	\$1,030,000.00
Grant Income	\$2,345,000.00
Other Income	\$22,200.00
TOTAL WASTEWATER FUND REVENUE	\$3,397,200.00

WASTEWATER FUND EXPENDITURES

Administration	\$178,750.00
Collections	\$184,300.00
Pre-treatment	\$48,750.00
Wastewater Treatment Plant	\$556,000.00
Capital Outlay	\$1,900,000.00
Debt Service	\$189,000.00
TOTAL WATER FUND EXPENDITURES	\$3,056,800.00

Passed First Reading on the 16th day of April 2024.

VOTE: 5 YES, 0 NO, 0 ABSTAIN, 0 ABSENT

Passed Second Reading on the 21st day of May 2024.

VOTE: 4 YES, 0 NO, 0 ABSTAIN, 1 ABSENT

Passed on Third and Final Reading 18th day of June 2024.

VOTE: YES, NO, ABSTAIN, ABSENT

TOWN OF ALPINE

Eric Green, Mayor of Alpine

ATTEST:

Monica L. Chenault, Clerk / Treasurer

ATTESTATION OF THE TOWN CLERK

STATE OF WYOMING)
COUNTY OF LINCOLN)
TOWN OF ALPINE)

I hereby certify that the forgoing Ordinance No. 2024-005 shall be duly posted for ten (10) days in the Town Office.

I further certify that the foregoing Ordinance will be posted on the Town website in final form, upon its passing and approved by the Town Council as soon as is practicable.

I further certify that the forgoing Ordinance was duly recorded in the BOOK OF ORDINANCES VI, TOWN OF ALPINE, LINCOLN COUNTY, WYOMING.

ATTEST:

Monica L. Chenault Clerk / Treasurer