



TOWN COUNCIL WORK SESSION

December 03, 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.

1. **CALL TO ORDER** - Mayor Green
2. **ROLL CALL** – Monica Chenault
3. **DISCUSSION ITEMS**
 - a. [Alpine Education Foundation, Inc.](#)
4. **ADJOURNMENT**



Town of Alpine

Mayor:
Eric Green

Town Council:
Andrea Burchard
Emily Castillo
Frank Dickerson
Jeremiah Larsen

Alpine Education Foundation, Inc.
PO Box 2911
Alpine, WY 83128

Re: Letter of Intent

Dear Board Members:

The Alpine Town Council is looking forward to having you attend their work session on December 3rd, 2024. The meeting begins at 7:00 p.m.

In preparation for this meeting, I have prepared the following list in anticipation of discussion about leasing land owned by the Town of Alpine. The list was generated from a series of individual lists from Town Councilman.

If the information is not readily available, please provide a timeline of availability.

If you have any questions, please reach out and I will be happy to assist you.

Sincerely,

A handwritten signature in blue ink, appearing to read "Monica L. Cheanult".

Monica L. Cheanult
Alpine Town Clerk

Cc: Mayor Green, Town Council

Physical: 250 River Circle
Mailing: PO Box 3070
Alpine, WY 83128
Phone: 307-654-7757



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Entity Information

Alpine Education Foundation, Inc.

- Please provide a list of the current Board of Directors
 - Detail board selection process
 - Define Public outreach to announce board selection
- Please provide the Bylaws and tax-exempt status
- Contracts or agreements with APA, APS, Alpine Charter School, Inc.
- Detail dissolution plans (if not outlined in Bylaws)
 - Include details of any risk to Town of Alpine

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Contractual Relationships

- Define the relationship between AEF, Inc and ACS, Inc

APA/APS/UCA/APEF

- Please define the entities listed and which ones will be involved in the Alpine Charter School
- Please provide an Organizational Chart

Projected Enrollment

- How many families have indicated they will send their children to the Alpine Charter School initially?
 - Breakdown by
 - Current education statistics (Homeschool, Teton County School District, Lincoln County School District)

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- Number of children
- Residential zip code
 - Specifically, how many live within the incorporated boundaries of the Town of Alpine?
- Provide student population growth projections
 - Day 1 – 20 years
 - Provide supporting documentation for projections

Budget/Financial

- Provide documentation of current cash position
- Provide a cash flow analysis
 - Day 1 – 20 years
- Donations
 - Detailed list of all donors
 - Detailed list of Angel Investor/s
 - Detailed list of all donor commitments (Promises)
- What is your budget to build the school
 - Breakdown by phases (K-8, HS)
- Debt service
 - Provide commitment and repayment schedules or agreements for angel investors
 - Provide refinancing plan for angel investors
 - Term, amount, collateral
- Lease payment
 - Fair market value or other
- Detail financial terms of agreement with administration of charter school
 - Is APA/APS for profit or non-profit?
 - How will you comply with the requirement to make monetary decisions locally?

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Site Considerations

- Please detail all land options listed on Charter School Application
 - Explain process of elimination
- Please detail any viable land options currently
 - Have you investigated nearby state-owned education land?
- Acreage Requirements
 - Provide supporting data on requirements by phase
 - Tie data back to enrollment projections
- Are Charter Schools regulated by the Wyoming School Facilities Commission Design Standards and Guidelines?
 - Note - The FC requires that prior to purchasing a site, the district planner or architect prepare a site utilization plan and preliminary development cost estimate to determine if the site is cost effective. Factors to be utilized in the site analysis and development study include: Site Size, Vehicle Site Access, Site Topography (a site topographic study is required for ALL sites), Subsurface Characteristics (A Phase 1 Environmental Study is required prior to all property purchases/acquisitions. The Phase 1 Study must be completed by someone other than the seller of the land). There are multiple facilities requirements surrounding the utilization of land for a school that will need to be followed and adhered to by the Alpine Charter Board if a town owned land lease is to be considered.
- Detail safety concerns if school is placed behind the CDC
 - Airport flight path
 - Quarry air pollution
 - Traffic (entering and exiting the highway)
 - Brewery proximity

Town Land

- Zoning/Rezoning
 - Costs must be paid for by Lessee
- Replat/Subdivision
 - Costs must be paid for by Lessee

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- Existing Town Facilities
 - Preserve or relocate
 - Cost must be paid for by Lessee
- Traffic Study
 - Will be required – How soon can it be completed

Building & Development

- Schedule for opening school
- Must comply with all Land Use Development Codes (LUDC) and Alpine Building Codes
- Define process for awarding contracts and/or selecting vendors
 - Building phase
 - Operations phase

Other Lease Considerations

- Non-transferable
- Land remains free and clear of any encumbrances
- Lease term
 - Provide supporting documentation for lease term
- Town Council approval required in advance of submitting applications to P & Z Department

Community Concerns

- Detail enrollment process
 - Concern – children in the incorporated boundaries may get turned away
- Curriculum
 - Concern – how do parents and concerned citizens get detailed curriculum documents? Can you host a Public forum on curriculum concerns?
- Success/Fail Rate of Charter Schools
 - Concern - the Charter Application references State Statute surrounding dissolution of assets and leaseholds
 - Detail the statistics
 - Detail the legal/financial risks to the Town of Alpine
 - What steps can be taken to mitigate the risks?

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