



TOWN COUNCIL MEETING

April 16, 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

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:

May 16, 2023 - Regular Meeting Minutes

June 06, 2023 - Work Session Minutes

June 06, 2023 - Special Meeting Minutes

June 20, 2023 - Regular Meeting Minutes

July 18, 2023 - Regular Meeting Minutes

November 07, 2023 - Work Session Minutes

December 19, 2023 - Regular Meeting Minutes

March 19, 2024 - Regular Meeting Minutes

March 20, 2024 - Budgetary Workshop Minutes

April 02, 2024 - Work Session Minutes

[b.](#) Planning & Zoning Commission Minutes: March 12th, 2024

[c.](#) Bills to Pay

[d.](#) Seeking approval for the following "All Nighter" Permit Application:

VR Tavern on the Greys - 07/04/2024, 10/31/2024, and 12/31/2024

[e.](#) Seeking Approval for the following Catering Permit Application:

Bull Moose/Rocky Mtn Rogues - 05/19/2024

[f.](#) Financial Report:

Final Financial Report: 02/29/2024

Final Financial Report: 03/31/2024

[g.](#) WSLIB Grant Draft Request #2 - Radio Read Water Meter System

[h.](#) JL Concrete & Construction Payment Application #3 - WWPT Project:

6. REPORTS

a. Presentation - Lower Valley Energy: Jim Webb

b. Mayor's Report – Eric Green

[c.](#) Engineering Report – Jorgensen Engineering

[d.](#) Planning & Zoning Report – Sue Kolbas

Recommendation to adopt the New Building & Development Fee Schedule

Recommendation for Replat Approval - Alpine Meadows Second Addition (Star Valley Health Property) to the Town of Alpine

Building Permit Process

**Updated 04/16/2024

e. Economic Development Report – Jeremiah Larsen

f. Utility Easement Update – Jeremiah Larsen

- g. Alpine Travel & Tourism Board Report – Jeremiah Larsen
- h. Alpine Public Education Committee Report - Emily Castillo
- i. Lincoln County Sheriff’s Report – Submitted in writing.

7. ACTION ITEMS

- a. Proposal to Rent Old Clinic - Skyla Hamilton

Seeking approval to enter and execute a lease agreement and authorize Mayor Green to sign.

- b. Replat Alpine Meadows Second Addition (Star Valley Health Property) to the Town of Alpine:

Seeking approval of the Simple Replat for Star Valley Health, #02-24, for the property know as Alpine Meadows Second Addition to the Town of Alpine. Final Replat is contingent upon final easement document approval by the Town's Legal Counsel and the Alpine Town Council.

- c. Ordinance No. 2024-003 - Building Department Fee Schedule - 1st Reading:

Seeking a motion to approve Ordinance No. 2024-003 - Building Department Fee Schedule - 1st Reading

- d. Maintenance Orders Proposal - Caselle:

Seeking a motion to accept the March 12, 2024 proposal from Caselle for hosted maintenance orders and granting Clerk Chenault the authorization to sign the proposal..

- e. Public Works Department - Seeking Bids.

Seeking approval for advertisement: Seeking Bids for Public Works Department Vehicle.

- f. South Lincoln County Economic Development Corporation:

Discussion on Membership

- g. Seeking approval of the Alpine Development Group, LLC Agreement and Release and authorize Mayor Green to sign.

- h. Resolution No. 2024-013 - Mill Levy FY 2025:

Seeking approval of Resolution 2024-013 - Mill Levy FY 2025.

- i. Resolution No. 2024-014 - Mountain Days Event Fund Restriction:

Seeking authorization of Resolution No. 2024-014 - Mountain Days Event Fund.

- j. Resolution No. 2024-015 - Travel and Tourism Fund Restriction:

Seeking a motion to approve Resolution No. 2024-016 - Travel and Tourism Fund Restriction.

k. Resolution No. 2024-017 - Wastewater Fund Account Closeouts & Fund Restriction:

Seeking a motion to approve Resolution No. 2024-017 - Wastewater Fund Account Closeouts, Transfers & Fund Restriction.

l. Resolution No. 2024-018 - Water Accounts Closeouts, Transfers, and Restriction:

Seeking approval of Resolution No. 2024-018 - Water Accounts Closeouts, Transfers, and Restriction.

m. Ordinance No. 2024-002 - Dead Horse Meadows Annexation - 3rd Reading:

Seeking a Motion to approve Ordinance No. 2024-002 - Dead Horse Meadows Annexation - 3rd Reading.

n. Ordinance No. 2024-005 - Amended Budget FY 2024:

Seeking approval on the 1st Reading of Ordinance No. 2024-005 - Amended Budget FY 2024.

o. Ordinance No. 2024-006 - Budget FY 2025:

Seeking approval on the 1st Reading of Ordinance No. 2024-006 - Budget FY 2025.

8. PUBLIC COMMENT

9. ADJOURNMENT



TOWN COUNCIL WORK SESSION

April 02, 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 Town Council Work Session to order at 7:00 p.m.

2. DISCUSSION ITEMS

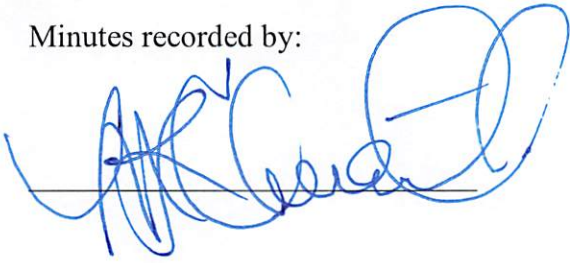
The following items were discussed:

- a. MOU with Lincoln County Sheriff's Department
- b. Penny Tax Projects
- c. Planning & Zoning Proposed Fee Schedule
- d. F350 General Fund - Request for Bids
- e. Maintenance Orders - Proposal
- f. FY 2024 Draft Amended Budget and FY 2025 Draft Budget

3. ADJOURNMENT

Mayor Green adjourned the Town Council Work Session.

Minutes recorded by:



Monica L. Chenault, Town Clerk

Minutes approved in a legally advertised meeting on 04, 16, 2024.

Signed:

Attest:

Eric Green, Mayor

Monica L. Chenault, Town Clerk

DRAFT



TOWN COUNCIL MEETING

March 19, 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 Town Council Meeting to order at 7:01 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 the roll call and declared a quorum of the Town Council.

PRESENT

Councilman Jeremiah Larsen
Councilman Frank Dickerson
Mayor Eric Green
Councilman Emily Castillo
Councilman Andrea Burchard

4. ANNOUNCEMENTS – Monica Chenault

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. Motion to approve the following Town Council Minutes:

- November 21, 2023 - Town Council Regular Meeting
- December 19, 2023 - Town Council Public Hearing - Severson
- December 19, 2023 - Town Council Public Hearing - Griest
- January 16, 2024 - Town Council Regular Meeting
- February 20, 2024 - Town Council Public Hearing - Dead Horse Meadows
- February 20, 2024 - Town Council Regular Meeting
- March 05, 2024 - Town Council Work Session
- March 05, 2024 - Town Council Special Meeting
- March 08, 2024 - Town Council Budgetary Workshop

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

b. Planning & Zoning Commission Minutes: February 13th, 2024

Motion to approve Planning & Zoning Commission Minutes: February 13th, 2024.

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

c. Bills to Pay

Motion to approve Bills to Pay.

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

d. Catering Permits:

Motion to approve the following Catering Permits:

- NRA Banquet (24 Hour Catering Permit) - June 1st, 2024
- Rocky Mountain Elk Foundation - June 29th, 2024, from 2:00 P.M. - 11:00 P.M.
- Mule Deer Foundation - April 6th, 2024, from 2:00 P.M. - 11:00 P.M.

- o Alpine Car Show - August 17th, 2024, from 10:00 A.M. - 8:00 P.M.
- o Alpine Mountain Days (Sale of Alcohol) - June 21st - June 23rd, 2024, from 11:00 A.M. to 11:00 P.M.
- o Star Valley Trout Unlimited Fundraiser (24 Malt Beverage Permit) - April 20, 2024

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

e. Draft Financial Report 2/29/2024 - All funds

Motion to approve the Draft Financial Report - 02/29/2024 - all funds.

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

6. REPORTS

a. Mayor's Report – Eric Green

Mayor Green gave an update on the 6th Penny Tax Project List. He then yielded some of his time to Mike Hunsaker, CEO of Star Valley Health. Mr. Hunsaker updated the Town Council on the progress of the expansion at the Alpine Facility.

b. Engineering Report – Jorgensen Engineering

c. Planning & Zoning Report – Dan Schou

Mr. Schou updated the Town Council on the recommendations to update the LUDC and the Fee Schedule.

d. Utility Easement Update – Jeremiah Larsen

Councilman Larsen updated the Council on the Easement Project.

e. Economic Development Report – Jeremiah Larsen

f. Alpine Travel & Tourism Board Report – Jeremiah Larsen

Councilman Larsen reported on the grant applications and announced the Tourism Board Meeting is at 6:00 p.m. on April 4th, 2024.

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

h. Alpine Education Committee Update

Councilman Castillo updated Council on the Committee's attendance at the Lincoln County School Board Meeting.

7. ACTION ITEMS

- a. Get Down, LLC - Wastewater Treatment Facility Fee Agreement.

Seeking a Motion to approve and adopt the Get Down, LLC Wastewater Treatment Facility Fee Agreement.

Motion to approve the Get Down, LLC Wastewater Treatment Facility Fee Agreement.

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

Motion to Authorize Mayor Green to sign the Get Down, LLC Wastewater Treatment Facility Fee Agreement.

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

- b. P & Z Recommendation: New Building & Development Fee Schedule.

No Action.

- c. Resolution No. 2024-011 - Official Appointments of The Alpine Architectural Review Committee.

Motion to approve Resolution 2024-011 - Official Appointments of the Alpine Architectural Review Committee.

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

- d. Resolution No. 2024-012 - Zyland Subdivision Annexation.

Motion to approve Resolution No. 2024-012 - Zyland Subdivision Annexation.

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

- e. Ordinance No. 2024-001 Annexation Ordinance - 2nd Reading.

Motion to approve the 2nd Reading of Ordinance No. 2024-001 - Annexation Ordinance.

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

- f. Ordinance No. 2024-002 Annexation Dead Horse Meadows - 2nd Reading.

Motion to approve the 2nd Reading of Ordinance No. 2024-002 Annexation - Dead Horse Meadows.

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

- g. Motion to approve payment of JL Concrete Invoices in the amount of \$80,710.22 and SLIB Pay Application Request #2 in the amount of \$80,710.22 upon review and approval of Jorgensen Engineering and contingent upon completion of paperwork by JL Construction.

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

8. PUBLIC COMMENT

The Meeting was opened to Public Comment.

9. ADJOURNMENT

Mayor Green adjourned the Town Council Meeting at 8:04 p.m.

Report Criteria:

Report type: Summary
Check.Type = (<>) "Adjustment"

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount	
03/24	03/05/2024	31	2880	Xpress Bill Pay	10-20100	434.87	M
03/24	03/19/2024	32	410	AT&T MOBILITY	51-20100	353.55	M
03/24	03/12/2024	19257	2420	USDA- Forest Service	10-20100	1,332.81-	V
02/24	02/27/2024	19351	1480	Lincoln County Clerk	10-20100	105.00	
03/24	03/04/2024	19352	710	Core & Main	51-20100	3,146.40	
03/24	03/08/2024	19353	1220	Idaho Park and Recreation	10-20100	812.00	
03/24	03/08/2024	19354	2770	Wyoming State Trails Program	10-20100	34.00	
03/24	03/12/2024	19363	2420	USDA- Forest Service	10-20100	1,332.81	
03/24	03/14/2024	19364	200	Alarmlogix	10-20100	35.00	
03/24	03/19/2024	19365	220	All Star Auto Parts - Napa	52-20100	1,225.29	
03/24	03/14/2024	19366	250	Alpine Ace Hardware	51-20100	2,184.85	
03/24	03/19/2024	19367	340	Altitude Air, LLC	10-20100	1,367.00	
03/24	03/14/2024	19368	340	Altitude Air, LLC	10-20100	1,355.00	
03/24	03/14/2024	19369	400	ASCAP	10-20100	434.00	
03/24	03/14/2024	19370	480	Belinda Penny	10-20100	810.00	
03/24	03/14/2024	19371	570	Brouilims-Alpine	51-20100	35.94	
03/24	03/14/2024	19372	620	Caselle	52-20100	4,139.39	
03/24	03/14/2024	19373	640	CivicPlus	10-20100	1,647.72	
03/24	03/19/2024	19374	670	Comtech Digital Solutions	10-20100	2,428.93	
03/24	03/14/2024	19375	700	Control Engineers, PA	52-20100	225.00	
03/24	03/14/2024	19376	3100	Daugherty Strategies, LLC	10-20100	20,000.00	
03/24	03/14/2024	19377	2840	Dawn Guffey	10-20100	42.21	
03/24	03/14/2024	19378	790	Depatco	10-20100	1,111.55	
03/24	03/19/2024	19379	880	Dry Creek Enterprises, Inc	52-20100	840.00	
03/24	03/14/2024	19380	860	Dry Creek Enterprises, Inc	52-20100	10,020.00	
03/24	03/14/2024	19381	870	Energy Laboratories, Inc	51-20100	118.00	
03/24	03/19/2024	19382	900	Falcon Enviromental Corp	52-20100	6,500.61	
03/24	03/14/2024	19383	910	Fall River Propane	52-20100	9.00	
03/24	03/14/2024	19384	2910	Gilcrease, Steve	10-20100	143.51	
03/24	03/14/2024	19385	2890	High Country Linen	10-20100	471.50	
03/24	03/14/2024	19386	1210	Huber Technology	52-20100	4,403.80	
03/24	03/14/2024	19387	1310	Jenkins Building Supply	51-20100	204.92	
03/24	03/14/2024	19388	1340	Jorgensen Engineering	52-20100	67,856.05	
03/24	03/14/2024	19389	3150	Lampshade Studio	10-20100	250.00	
03/24	03/14/2024	19390	1480	Lincoln County Clerk	10-20100	18.00	
03/24	03/14/2024	19391	1510	Lincoln County Sheriff's Office	10-20100	608.50	
03/24	03/14/2024	19392	1530	Lincoln County Water Quality Lab	51-20100	81.00	
03/24	03/14/2024	19393	1680	Norco, Inc	10-20100	36.54	
03/24	03/19/2024	19394	1810	Rhinehart Oil	10-20100	4,183.89	
03/24	03/14/2024	19395	1810	Rhinehart Oil	10-20100	1,225.11	
03/24	03/14/2024	19396	2860	Robert Wagner	52-20100	171.86	
03/24	03/14/2024	19397	1880	Salt River Motors	51-20100	2,553.34	
03/24	03/14/2024	19398	2870	Sanderson Law Office	10-20100	2,600.00	
03/24	03/19/2024	19399	1910	Servant Electric, PC	10-20100	20,878.36	
03/24	03/14/2024	19400	3130	Shay Scaffide	10-20100	315.00	
03/24	03/14/2024	19401	2020	Star Valley Disposal, Inc	10-20100	785.00	
03/24	03/14/2024	19402	2140	SVI Media	10-20100	287.39	
03/24	03/14/2024	19403	2310	Town of Pinedale	52-20100	6,675.45	
03/24	03/14/2024	19404	2380	U-Line	10-20100	4,953.55	
03/24	03/19/2024	19405	2390	USA Blue book	52-20100	321.46	
03/24	03/14/2024	19406	2450	Valley Auto Supply	52-20100	18.37	
03/24	03/14/2024	19407	2470	Valley Tech, LLC	10-20100	150.00	
03/24	03/14/2024	19408	2480	Valley Wide Cooperative, Inc	10-20100	1,957.60	

Town of Alpine

Check Register - Town of Alpine
Check Issue Dates: 2/21/2024 - 3/19/2024

Page: 2
Mar 14, 2024 02:04PM

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
03/24	03/14/2024	19409	3140	Wade Hirsch, CPA, PC	10-20100	5,337.60
03/24	03/19/2024	19410	2660	Western States Equipment	10-20100	10,623.83
03/24	03/14/2024	19411	2820	Xerox Financial Services	10-20100	277.32
03/24	03/05/2024	2202024	1560	Lower Valley Energy	10-20100	8,228.90 M
03/24	03/04/2024	123120237	710	Core & Main	81-20100	9,023.68 V
03/24	03/13/2024	202400001	960	First Bank Card	10-20100	.00 V
03/24	03/13/2024	202400002	960	First Bank Card	52-20100	6,701.84 M
Grand Totals:						202,909.32

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
01-10302	.00	.00	.00
10-20100	6,016.68	129,973.39-	123,957.43-
10-42-240	428.94	372.00-	58.94
10-42-314	1,647.72	.00	1,647.72
10-42-316	40,202.60	.00	40,202.60
10-42-335	6,883.65	1,450.40-	5,443.25
10-42-348	277.32	.00	277.32
10-42-360	381.89	99.00-	282.89
10-42-360	434.00	.00	434.00
10-42-360	1,792.73	.00	1,792.73
10-42-410	850.44	321.65-	528.69
10-42-415	214.85	.00	214.85
10-46-385	143.61	.00	143.61
10-50-120	117.85	.00	117.85
10-50-331	20,483.75	.00	20,483.75
10-50-350	123.50	.00	123.50
10-50-397	38.18	.00	38.18
10-50-410	417.17	393.46-	23.72
10-50-411	681.30	.00	681.30
10-52-410	108.87	.00	108.87
10-52-451	2,178.81	1,332.91-	848.00
10-54-333	2,241.03	.00	2,241.03
10-54-351	11,247.18	.00	11,247.18
10-54-411	1,111.55	.00	1,111.55
10-54-445	2,048.45	2,048.45-	.00
10-54-454	209.54	.00	209.54
10-54-465	4,292.13	.00	4,292.13
10-56-318	608.60	.00	608.60
10-56-410	180.00	.00	180.00
10-56-452	117.85	.00	117.85
10-56-330	18,672.11	.00	18,672.11
10-56-332	5,788.04	.00	5,788.04
10-56-334	305.45	.00	305.45
10-56-410	427.08	.00	427.08
10-56-460	181.11	.00	181.11
10-56-462	1,985.53	.00	1,985.53
10-56-454	1,250.10	.00	1,250.10
10-56-462	38.87	.00	38.87
10-56-420	315.00	.00	315.00
10-56-423	816.68	.00	816.68
10-56-428	788.00	.00	788.00

GL Account	Debit	Credit	Proof
10-70-315	42.21	.00	42.21
51-20100	9,581.21	34,569.73-	24,988.52-
51-42-410	51.68	15.74-	35.94
51-80-315	16,982.50	.00	16,982.50
51-80-320	81.00	.00	81.00
51-80-332	3,393.27	.00	3,393.27
51-80-335	876.96	.00	876.96
51-80-395	409.98	409.98-	.00
51-80-420	3,169.39	9,023.58-	5,854.19-
51-80-452	1,771.26	.00	1,771.26
51-80-454	688.69	131.91-	556.78
51-90-545	7,145.00	.00	7,145.00
52-20100	7,757.82	61,721.19-	53,963.37-
52-42-315	275.00	.00	275.00
52-42-410	276.33	.00	276.33
52-82-300	1,124.10	.00	1,124.10
52-82-332	1,298.86	.00	1,298.86
52-82-390	97.45	97.45-	.00
52-82-454	510.88	.00	510.88
52-82-455	371.44	.00	371.44
52-83-300	60.00	.00	60.00
52-83-315	2,475.00	.00	2,475.00
52-83-335	295.61	.00	295.61
52-84-300	451.83	130.37-	321.46
52-84-315	759.00	.00	759.00
52-84-318	25,005.45	7,530.00-	17,475.45
52-84-320	12.22	.00	12.22
52-84-332	3,594.54	.00	3,594.54
52-84-335	732.00	.00	732.00
52-84-390	365.67	.00	365.67
52-84-420	10,904.41	.00	10,904.41
52-84-454	5,360.60	.00	5,360.60
52-90-541	7,750.80	.00	7,750.80
Grand Totals:	249,619.30	249,619.30-	.00

Dated: 3/19/2024

Mayor: _____

Council: Okunhard

Emily Castillo

[Signature]

Treasurer: [Signature]

M = Manual Check, V = Void Check

Minutes recorded by:

Monica L. Chenault, Town Clerk

Publish Tracking:

Town Website: 03/21/2024

Community Board: 03/22/2024

Alpine Post Office: 03/22/2024

Alpine Library: 03/22/2024

Alpine Information Center: 03/22/2024

Minutes approved in a legally advertised meeting on 04, 16, 2024.

Signed:

Attest:

Eric Green, Mayor

Monica L. Chenault, Town Clerk

DRAFT



TOWN COUNCIL MEETING

December 19, 2023 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 meeting to order at 7:02 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 the roll call, all members were present.

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.

4. CONSENT AGENDA – Mayor Green

Councilman Dickerson made motion to approve the consent agenda. Councilman Burchard seconded the motion. The motion passed unanimously.

- a. Town Council Minutes: Town Council Public Hearing December 5, 2023, Town Council Special Meeting December 5, 2023

Motion to approve Town Council Minutes: Public Hearing December 5, 2023, Town Council Special Meeting December 5, 2023.

Motion made by Councilman Dickerson.

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

- b. Planning & Zoning Commission Minutes: November 14th, 2023

Motion to approve Planning & Zoning Commission Minutes: November 14th, 2023.

Motion made by Councilman Dickerson.

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

- c. Bills to Pay: General Fund 12/19/2023, Water Fund 12/19/2023, Sewer Fund 12/19/2023

Motion to approve Bills to Pay: General Fund 12/19/2023, Water Fund 12/19/2023, Sewer Fund 12/19/2023.

Motion made by Councilman Dickerson.

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

- d. Caselle Time Keeping: Ratify Mayor Green's signature

Motion to ratify Mayor Green's signature.

Motion made by Councilman Dickerson.

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

- e. Application for Payment #2: JL Concrete & Construction - \$165,778.74

Motion to approve application for Payment #2: JL Concrete & Construction - \$165,778.74.

Motion made by Councilman Dickerson.

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

5. REPORTS

- a. Mayor's Report – Eric Green

Office will be closed December 27th - December 29, 2023, for software conversion.

Safe Streets for All Grant Award - \$240,000.00.

Thank You Awards were presented to Rex Doornbos and Floyd Jenkins.

- b. Engineering Report - Jorgensen Engineering.

Sunrise Engineering - Ryan Erickson.

Ryan Erickson addressed the Town Council explaining that the Greys River Road Project is complete and final payment can be made. Ryan delivered all of the documents for the project on a thumb drive.

c. Planning & Zoning Report – Rex Doornbos/Melisa Wilson

Planning & Zoning has been pretty quiet other than subdivisions. This is likely to be something we see in the future. He encouraged the council to stay up on the LUDC.

d. Economic Development Report – Jeremiah Larsen

Councilman Larsen had no report.

e. Utility Easement Update – Jeremiah Larsen

There are three people who they are waiting on for easements. Councilman Larsen met with the utilities and things are going well.

f. Alpine Travel & Tourism Board Report – Jeremiah Larsen

Councilman Larsen announced that the Alpine Travel & Tourism Board is seeking a new member. Clerk Chenault informed the public that if anyone is interested, Melody has applications with her at the Town Hall.

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

6. TABLED ITEMS

a. Resolution No. 2023-517 - Griest Addition to the Town of Alpine: Seeking approval to remove from the table and approval for Resolution No. 2023-517 - Griest Addition to the Town of Alpine

Motion to remove Resolution No. 2023-517 - Griest Addition to the Town of Alpine from the table.

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

Motion to discuss Resolution No. 2023-517 - Griest Addition to the Town of Alpine.

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

Motion to withdrawal motion to remove Resolution No. 2023-517 - Griest Addition to the Town of Alpine from the table.

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

Castillo
Voting Abstaining: Councilman Burchard

Resolution No. 2023-517 - Griest Addition to the Town of Alpine remains on the table.

7. ACTION ITEMS

- a. Proposal: Alpine School Initiative: Seeking approval to spend \$10,000 from the Economic Development fund towards \$30,000 proposal. Remaining funds to be donated.

Senator Dockstader spoke to the value of charter schools and explained the legislature has a process in place to develop charter schools. Steve Funk addressed the council about the benefits of having a school in our community. Mr. Funk announced the Community Support Fund will support the investigation of bringing a charter school to Alpine with a \$10,000.00 donation.

Motion to amend the Motion to allow Mayor Green to sign the agreement with Daugherty Strategies, LLC. Councilman Dickerson seconded the motion.

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

- b. Resolution No. 2023-529 - Ferry Peak Parks Simple Subdivision Re-Plat.

Motion to approve Resolution No. 2023-529 - Ferry Peak Parks Simple Subdivision Re-Plat.

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

- c. Resolution No. 2023-528 - Severson Minor Subdivision Re-Plat.

Motion to approve Resolution No. 2023-528 - Severson Minor Subdivision Re-Plat.

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

Comments were taken from the public.

- d. 2nd Reading Ordinance No. 2023-09 Hafeez Annexation.

Motion to approve 2nd Reading of Ordinance No. 2023-09 Hafeez Annexation.

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

Burchard
Voting Nay: Councilman Castillo

Public Comment was was taken.

- e. 1st Reading Ordinance No. 2023-10 - Architectural Review Committee.

Motion to approve 1st Reading of Ordinance No. 2023-10 - Architectural Review Committee.

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

- f. Offer to Purchase Medicine Cart.

Motion to approve the acceptance of the \$450.00 bid for the medicine wagon.

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

- g. Resolution No. 2023-25 - Employee Policy & Procedure Committee.

Motion to approve Resolution No. 2023-25 - Employee Policy & Procedure Committee.

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

- h. Pretreatment Project Change Order No. 2.

Motion to approve Pretreatment Project Change Order No. 2 - Decrease \$243,327.00.

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

- i. Surplus Equipment List.

Motion to approve the addition of 2000 Suzuki Skid Steer and 2019 Snowblower to the Surplus Equipment List.

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

Motion to transfer ownership of the 2019 Snowblower to the Town of Thayne.

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

Castillo, Councilman Burchard

8. PUBLIC COMMENT

The Meeting was opened to Public Comment.

9. ADJOURNMENT

Councilman Dickerson made a motion to adjourn the meeting. Councilman Larsen seconded. The motion carried. The meeting was adjourned at 9:15 p.m.

Minutes recorded by:

Monica L. Chenault, Town Clerk

Publish Tracking:

Town Website: 03/25/2024

Community Board: 03/25/2024

Alpine Post Office: 03/25/2024

Alpine Library: 03/25/2024

Alpine Information Center: 03/25/2024

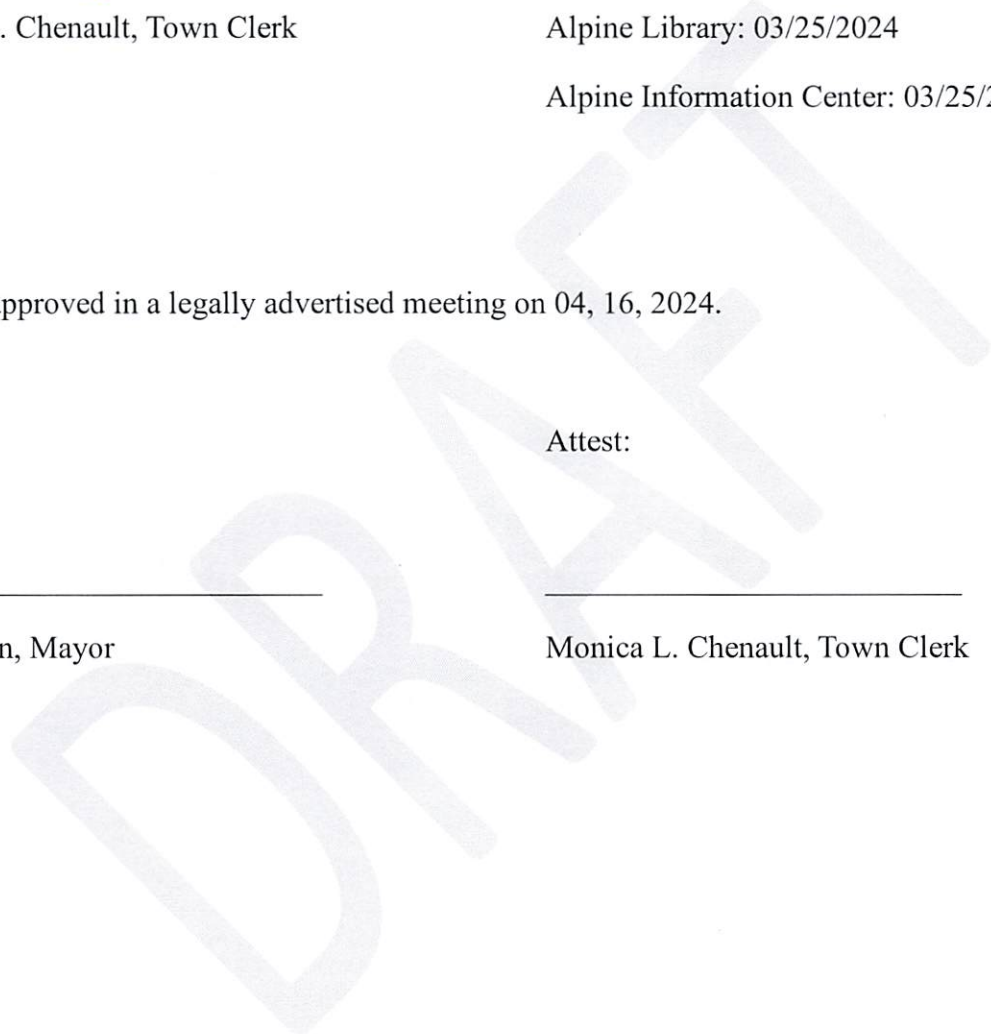
Minutes approved in a legally advertised meeting on 04, 16, 2024.

Signed:

Attest:

Eric Green, Mayor

Monica L. Chenault, Town Clerk





TOWN COUNCIL WORK SESSION

November 07, 2023, at 7:00 PM
250 River Circle - Alpine, WY 83128

MINUTES

1. CALL TO ORDER - Mayor Green

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

2. DISCUSSION ITEMS

The following items were discussed by the Town Council.

1. Review of LUDC Changes – Christine Wagner
2. Creation of a Board for Education in Alpine
3. Speed Calming Device Ordinance No 2023-07
4. Prioritize Order of Implementation or Updates of Ordinances
 - a. New Annexation Ordinance
 - b. New Speed Limit Ordinance
 - c. New Election Signage Ordinance
 - d. New Directional Signage Ordinance
 - e. New Dark Sky Ordinance
 - f. New Short Term Rental Ordinance
 - g. New Impact Fees
 - h. New Chicken Ordinance
 - i. Ordinance 296 – Utility Billing

- j. Liquor License Ordinance
- k. Ordinance 268 – Health, Safety, and Sanitation Noise Control
- l. Ordinance 190 - Encroachment

3. ADJOURNMENT

Mayor Green adjourned the Work Session.

Minutes recorded by:



Monica L. Chenault, Town Clerk

Minutes approved in a legally advertised meeting on 04, 16, 2024.

Signed:

Attest:

Eric Green, Mayor

Monica L. Chenault, Town Clerk

DRAFT



Town of Alpine

Mayor:
Eric Green

Town Council:
Andrea Burchard
Emily Castillo
Frank Dickerson
Jeremiah Larsen

MINUTES

TOWN COUNCIL MEETING – July 18, 2023 – 7:00 p.m.

Call to Order:

Mayor Pro tem Emily Castillo called the meeting to order.

Mayor Pro tem Emily Castillo led the attendees in the Pledge of Allegiance.

Roll Call:

Roll call was conducted by Clerk Chenault. Council present: Councilman Dickerson, Councilman Burchard, Councilman Larsen, Councilman Castillo. Mayor Green was attending via telephone. A quorum of the Council was established.

Consent Agenda:

Councilman Dickerson made a motion to approve the Bills to pay: General Fund, Water Department, and Sewer Department – 07/18/2023. Councilman Burchard seconded the motion. The motion carried.

Councilman Dickerson made a motion to approve the Financial Report: General Fund, Water Department, and Sewer Department – 06/30/2023. Councilman Burchard seconded the motion. The motion carried.

Reports:

The following Reports were presented to Town Council:

- Economic Development – Jeremiah Larsen
- Engineering – Jorgensen Engineering – Attached
- Engineering – Sunrise – Grey’s River Pathway
- Local Non-Profits – Jeremy Larsen
- Lincoln County Sheriff’s Department – June 2023 Attached
- Planning & Zoning – Rex Doornbos

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



Town of Alpine

Mayor:
Eric Green

Town Council:
Andrea Burchard
Emily Castillo
Frank Dickerson
Jeremiah Larsen

- Recreation Board – Shay Scaffide
- Tourism Board – Jeremiah Larsen
- Utility Easement – Jeremiah Larsen

Action Items:

Installation of Pickleball Court.

Shay Scaffide presented to the Town Council the proposal for the installation of the Pickleball Court. She was able to discuss the labor and materials needed.

Councilman Larsen made a Motion to approve the installation of the Pickleball Court with a price not to exceed \$21,000 from the 3 bids that were received. Councilman Burchard seconded the Motion.

Councilman Larsen made a Motion to amend the previous Motion for approval of resurfacing the Ferry Peak Park Basketball Court into a Pickleball Court by Stalls and Stripes with the cap of \$12,000 with the contingency of a \$7,000 donation from outside sources towards the project. Councilman Dickerson seconded the Motion. Voting Yes: Councilman Burchard, Councilman Castillo, Councilman Dickerson, Councilman Larsen. Voting Nay: Mayor Green.

Greys River Pathway Project Pay App #2 – DNS Excavation.

Motion to approve the Greys River Pathway Project Pay Application No. 2, and to authorize Mayor Pro tem to sign.

Motion was made by Councilman Larsen and seconded by Councilman Dickerson. Motion passed unanimously.

Greys River Pathway Project Pay CO #3 – DNS Excavation.

Motion to approve the Greys River Pathway Project Pay Change Order No. 3 – DNS Excavation, and to authorize Mayor Pro tem to sign.

Motion was made by Councilman Larsen and seconded by Councilman Dickerson. Motion passed unanimously.

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



Town of Alpine

Mayor:
Eric Green

Town Council:
Andrea Burchard
Emily Castillo
Frank Dickerson
Jeremiah Larsen

Greys River Pathway Project Proposed Revision.

Motion to table the Greys River Pathway Project Proposed Revision project until the August 2023 meeting.

Motion was made by Councilman Larsen and seconded by Councilman Dickerson. Motion passed unanimously.

Civic Plus: Codification – One-time fee of \$8,949.99 and Annual fee of \$3,041.00.

Motion to approve the Civic Plus Codification and authorize Clerk Chenault to sign.

Motion was made by Councilman Larsen and seconded by Councilman Burchard. Motion passed unanimously.

Civic Plus: Website – One-time fee of \$5,492.40 and Annual fee of \$4,642.40.

Motion to approve the adoption of the Civic Plus Website and authorize Clerk Chenault to sign.

Motion was made by Councilman Larsen and seconded by Councilman Dickerson. Motion passed unanimously.

Civic Plus: Meeting Management – One-time fee of \$3,080.00 and Annual fee of \$2,080.00.

Motion to approve the adoption of the Civic Plus Meeting Management and authorize Clerk Chenault to sign.

Motion made by Councilman Larsen and seconded by Councilman Dickerson. Motion passed unanimously.

Lower Valley Energy: Agreement for Installation of Gas & Electric Service.

Motion to approve the Lower Valley Energy Gas & Electric Service Installation Agreement and authorize Mayor Pro tem to sign.

Motion was made by Councilman Larsen and seconded by Councilman Dickerson. Motion passed unanimously.

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



Town of Alpine

Mayor:
Eric Green

Town Council:
Andrea Burchard
Emily Castillo
Frank Dickerson
Jeremiah Larsen

Motion to amend the Motion to approve the Lower Valley Energy Gas & Electric Service Installation Agreement and authorize Mayor Pro tem to sign UPON legal counsel approval.

Motion was made by Councilman Larsen and seconded by Councilman Dickerson. Motion passed unanimously.

Medicine Wagon & 2001 Suzuki Mini Truck

Motion to approve adding the Medicine Wagon and 2001 Suzuki Mini Truck to the Surplus Equipment List.

Motion was made by Councilman Larsen and seconded by Councilman Dickerson. Motion passed unanimously.

Adjournment.

Councilman Dickerson made a Motion to adjourn the Meeting. Motion carried and the Meeting was adjourned.

DRAFT



Town of Alpine

Mayor:
Eric Green

Town Council:
Andrea Burchard
Emily Castillo
Frank Dickerson
Jeremiah Larsen

Minutes recorded by:

Monica L. Chenault, Town Clerk

Publish Tracking:

Town Website: 03/28/2024

Community Board: 03/28/2024

Alpine Post Office: 03/28/2024

Alpine Library: 03/28/2024

Alpine Information Center: 03/28/2024

Minutes approved in a legally advertised meeting on 04, 16, 2024.

Signed:

Attest:

Eric Green, Mayor

Monica L. Chenault, Town Clerk

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



Town of Alpine

Mayor:
Eric Green

Town Council:
Andrea Burchard
Emily Castillo
Frank Dickerson
Jeremiah Larsen

MINUTES

TOWN COUNCIL MEETING – June 20, 2023

Call to Order:

Mayor Green called the meeting to order.

Mayor Green led the attendees in the Pledge of Allegiance

Roll Call:

Roll call was conducted by Monica Chenault Clerk/Treasurer. Council Present: Councilman Larsen, Councilman Dickerson, Mayor Green, and Councilman Castillo. Council Absent: Councilman Burchard. A quorum of the Town Council was established.

Consent Agenda:

Councilman Larsen made a motion to approve the payment of the bills for the Water Department, the sewer Department, and the General Fund dated May 17, 2023 – June 19, 2023. Councilman Dickerson seconded the motion. There was no discussion. The motion carried.

Councilman Larsen made a motion to approve the Financial Report dated May 30, 2023. Councilman Dickerson seconded the motion. The motion carried without discussion.

Councilman Larsen made a motion to approve Greys River Pathway Project Change Order – New Completion Date (July 3, 2023). Councilman Dickerson seconded the motion. The motion carried.

Councilman Larsen made a motion to approve Special Events Permits: Mile High Cajun, Mountain Days, Independence Day Celebration, and the Alpine Music Series. Councilman Dickerson seconded the motion. The motion carried.

Councilman Larsen made a motion to approve Catering Permits: Melvin Brewing – Alpine Mountain Days, VR Tavern on the Greys – 18 S. Refuge Parkway, VR Tavern on the Greys – Alpine Music Series, Melvin Brewing – Alpine Music Series. Councilman Dickerson seconded the motion. The motion carried.

Councilman Dickerson made a motion to approve the Planning and Zoning Minutes dated May 9, 2023 & May 23, 2023. Councilman Dickerson seconded the motion. There was no discussion. The motion carried.

Reports:

Mayor Green noted Alpine Mountain Days is this weekend.

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



Town of Alpine

Mayor:
Eric Green

Town Council:
Andrea Burchard
Emily Castillo
Frank Dickerson
Jeremiah Larsen

Mayor Green reported on the change in location for setting off the fireworks this year and noted there will be music and events at Grover Park.

Rex Doornbos, Planning & Zoning updated the board on the commission’s review of the Upkeep & Building maintenance Code that is currently excluded from the current codes. He presented the council with draft changes to the current ordinance adopting the codes.

Mr. Doornbos reviewed the application by Melvin Brewing for temporary directional signs to confirm the council was in support of their application. Councilman Larsen and Mayor Green explained that the map showed the incorrect allowable location of the signs and provided Mr. Doornbos with an update on the location. Councilman Larsen made a motion to allow P & Z to issue a permit for the signage for 90 days to Melvin Brewery. Councilman Dickerson seconded the motion. It was noted in discussion that this is a trial to determine if it helps keep people from driving through RVM while looking for the brewery and the Town is working on creating a program to allow for the installation of directional signage throughout the town. The motion carried.

Kevin Meagher, Jorgensen Engineering was present to answer questions on the report submitted by Dominique Brough, Jorgensen Engineering. The council inquired as to the grant opportunities that were being proposed by resolution this evening. Councilman Larsen recommended shift these items to after the Budget Ordinances were adopted.

Ryan Erikson, Sunrise Engineering update the council on the Greys River Pathway Project.

Councilman Larsen updated the council on Economic Development, Utility Easements, and the Tourism Board.

Written Reports were submitted by Public Works Director, Craig Leseberg and the Lincoln County Sheriff’s Department.

Action Items:

Clerk Chenault presented the Draft Will Serve Letter for The Refuge West to the council. Councilman Larsen made a motion to approve the Mayor to sign the Will Serve Letter for The Refuge West 4th Addition with an expiration date of July 1, 2024. Councilman Dickerson seconded the motion. There was much discussion about the appropriate time frame for expiration of the Will Serve Letters. Mrs. Wagner will work with Jorgensen and Sanderson Law to draft a standard letter and bring it to the Council for approval. The motion carried.

Clerk Chenault presented the information for Lot 12, Lazy B to the council. The mayor stated for the record that he would be recusing himself from the discussion and the vote because he is friends with Robert Shockey. Councilman Larsen made a motion approving Lot 12, Lazy B to pay sewer connection fees at the rates in effect prior to being raised on August 16, 2023. Councilman Dickerson seconded the motion. The motion carried with Councilman Larsen, Dickerson, and Castillo voting in favor. The Mayor abstained.

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



Town of Alpine

Mayor:
Eric Green

Town Council:
Andrea Burchard
Emily Castillo
Frank Dickerson
Jeremiah Larsen

Kevin Meagher presented the Cambrian Process Piping Design contract to the council for consideration explaining that if the council allows for a 5% fee, Jorgensen will sign and manage the contract for the Town. Councilman Larsen made a motion to approve allowing Jorgensen to enter into the contract with Cambrian to complete the Process Piping Design work. Councilman Dickerson seconded the motion. There was much discussion about how existing design documents were not sufficient to install the equipment we are purchasing from Cambrian. After questioning what the options area and what happened if we don't have Cambrian design it. It was explained that if we don't spend the \$104,124.00, we will have a one million dollar building with two million dollars of equipment inside that we can't use. The motion carried.

Councilman Larsen sought support from the council to find and appoint a Skate Park Ambassador to bridge communication between the Town and the skaters. Council thought it was a good idea and Councilman Larsen will begin working on trying to find one.

Clerk Chenault presented 305 Ordinance No. 2023-05 to the council. Councilman Larsen made a motion to approve on 3rd reading 305 Ordinance No. 2023-05. Councilman Dickerson seconded the motion. The motion carried.

Clerk Chenault presented 306 Ordinance No. 2023-06 to the council. Councilman Larsen made a motion to approve on 3rd reading 306 Ordinance No. 2023-06. Councilman Dickerson seconded the motion. The council inquired about specific line items and what was included in them. The motion carried.

Clerk Chenault presented the CoVelop Agreement and Release to the council. This agreement was drafted in response to an obligation to install a generator at the RV Park. After much discussion Councilman Larsen made a motion to allow the Mayor to sign the agreement if after the Mayor discusses the pros and cons with our attorney and Kevin Meagher that they all agree it should be signed. The motion was seconded by Councilman Dickerson. The motion carried.

Adjournment –

Councilman Dickerson made a motion to adjourn, the motion was seconded by Councilman Burchard. The meeting was adjourned by Mayor Green.

Note: Wyoming State Statute requires all governing bodies to record (but not necessarily to publish) minutes of all meetings, including those where no action is taken. Minutes reflect all official acts. If an action is taken, the minutes are to be published. The minutes are public records. There is no requirement for recording discussions and commentary among the council members with regard to the various agenda items. While all official acts must be recorded, how much additional discussion is to be included in governing body minutes is left to the discretion of the governing body.

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

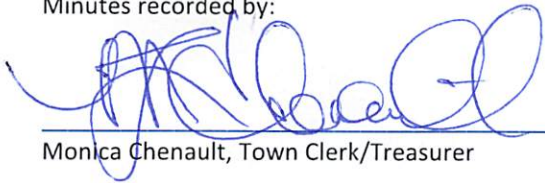


Town of Alpine

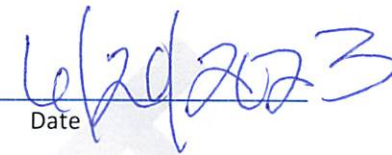
Mayor:
Eric Green

Town Council:
Andrea Burchard
Emily Castillo
Frank Dickerson
Jeremiah Larsen

Minutes recorded by:



Monica Chenault, Town Clerk/Treasurer



Date

Minutes approved at legally advertised Town Council Meeting:

Mayor Eric Green

Date

Attest:

Monica Chenault, Town Clerk/Treasurer

Date

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



TOWN COUNCIL WORK SESSION

June 06, 2023, at 7:00 PM
250 River Circle - Alpine, WY 83128

MINUTES

1. CALL TO ORDER - Mayor Green

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

2. DISCUSSION ITEMS

Mayor Green turned the time over to Colby Cox, Managing Partner, and CEO of Convergence Investments. He presented a vision for the property commonly known as "The Clinger Property". The potential benefits of annexation were discussed, and preliminary concept drawings were shared with the Town Council.

3. ADJOURNMENT

Mayor Green adjourned the meeting.

Minutes recorded by:



Monica L. Chenault, Town Clerk

Minutes approved in a legally advertised meeting on 04, 16, 2024.

Signed:

Attest:

Eric Green, Mayor

Monica L. Chenault, Town Clerk

DRAFT



Town of Alpine

Mayor:
Eric Green

Town Council:
Andrea Burchard
Emily Castillo
Frank Dickerson
Jeremiah Larsen

MINUTES

TOWN COUNCIL SPECIAL MEETING – June 06, 2023 – 6:00 p.m.

Call to Order.

Mayor Green called the special meeting to order at 6:00 p.m.

Pledge of Allegiance.

Mayor Green led the attendees in the Pledge of Allegiance.

Roll Call.

Clerk Chenault conducted roll call. Present: Councilman Burchard, Councilman Dickerson, Councilman Castillo, Councilman Larsen, and Mayor Green.

Action Items.

Alpine Wastewater Pretreatment and Sludge Handling Building: Review of Bids and Award Contract.

J.L Concrete & Construction:

Motion to accept bid from J.L. Concrete for the pre-treatment building in the amount of \$663,253.31 and authorize Mayor Green to sign the agreement.

Motion was made by Councilman Larsen and seconded by Councilman Dickerson. Motion passed unanimously.

Public Comment.

The meeting was opened to public comment to discuss the Non-Compliant Notifications that were sent out to several homeowners.



Town of Alpine

Mayor:
Eric Green

Town Council:
Andrea Burchard
Emily Castillo
Frank Dickerson
Jeremiah Larsen

The Following people made public comment:

- Melisa Wilson
- Shannon Jones
- Marlene O'leary
- Mike Schmidt
- Justine Logan
- Kevin Aznoe
- Amanda Beckett

Adjournment.

Mayor Green adjourned the meeting.

DRAFT



Town of Alpine

Mayor:
Eric Green

Town Council:
Andrea Burchard
Emily Castillo
Frank Dickerson
Jeremiah Larsen

Minutes recorded by:

Monica L. Chenault, Town Clerk

Publish Tracking: 03/28/2024.

Town Website: 03/28/2024.

Community Board: 03/28/2024.

Alpine Post Office: 03/28/2024.

Alpine Library: 03/28/2024.

Alpine Information Center: 03/28/2024.

Minutes approved in a legally advertised meeting on 04, 16, 2024.

Signed:

Attest:

Eric Green, Mayor

Monica L. Chenault, Town Clerk



TOWN COUNCIL MEETING

May 16, 2023, at 7:00 PM
250 River Circle - Alpine, WY 83128

MINUTES

1. CALL TO ORDER - Mayor Green

Mayor Green called the Town Council Regular 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 the roll call and declared a quorum of the Town Council.

PRESENT

- Councilman Jeremiah Larsen
- Councilman Frank Dickerson
- Mayor Eric Green
- Councilman Emily Castillo
- Councilman Andrea Burchard

4. ANNOUNCEMENTS – Monica Chenault

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 Regular Meeting Minutes: 04,18,2023

Motion to approve Town Council Regular Meeting Minutes: 04,18,2023. Motion made Councilman Larsen and seconded by Councilman Dickerson.

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

b. Bills to Pay: General Fund, Water Department, and Sewer Department – April 19, 2023 – 5/16/2023.

Motion to approve Bills to Pay. Motion made Councilman Larsen and seconded by Councilman Dickerson.

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

c. Financial Report: April 30, 2023.

Motion to approve Financial Report: April 30,2023. Motion made Councilman Larsen and seconded by Councilman Dickerson.

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

d. Catering Permits: JH Chorale Spring Concert in Jackson 5/14/2023 – Ratify Mayor Green’s approval on 4/28/2023 due to time constraints.

Motion to approve Catering Permits: JH Chorale Spring Concert in Jackson 5/14/2023 and ratify Mayor Green’s approval on 04/28/2023 due to time constraints. Motion made Councilman Larsen and seconded by Councilman Dickerson.

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

6. Action Items:

Staff recommendation to utilize CivicPlus for Website redesign, Meeting Management, and Codification of Town Ordinances with website hosting of Codification.

Motion to table the staff’s recommendation to utilize CivicPlus for Website redesign, Meeting Management, and Codification of Town Ordinances with website hosting of Codification until June’s Town Council Meeting. Motion made by Councilman Larsen and seconded by Councilman Dickerson.

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

Resolution No. 511 Approval to Make Application for Credit Card Accounts at 1st Bank of Wyoming and upon opening new account, close the Credit Card Account at First Bank of Omaha

Motion to approve Resolution No. 511 - Approval to Make Application for Credit Card Accounts at 1st Bank of Wyoming and upon opening a new account, close the Credit Card Account at

First Bank of Omaha. Motion made by Councilman Larsen and seconded by Councilman Dickerson.

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

Ratification of the Mayor's signature on the Corrected Dump Body Quote to include air latching system for tailgate increasing the total purchase price by \$650.00.

Motion to amend

3rd Reading 301 Ordinance No. 2023-01 AN ORDINANCE AMENDING TOWN OF ALPINE ORDINANCE 256 ORDINANCE NO. 2018-06, ADOPTED JANUARY 15, 2008, PROVIDING FOR THE ESTABLISHMENT OF A RECREATION BOARD FOR THE TOWN OF ALPINE, WYOMING.

Motion to amend 301 Ordinance No. 2023-01 for clerical error, correcting the sentence on the third line to read: "...two (2) members shall be appointed for a term of three (3) years, two (2) members shall be appointed to serve for a term of three (2) years, and one (1) member shall serve for a term of one (1) year. Motion made by Councilman Larsen and seconded by Councilman Dickerson.

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

Motion to approve 3rd Reading 301 Ordinance No. 2023-01. Motion made by Councilman Larsen and seconded by Councilman Castillo.

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

3rd Reading of 302 Ordinance No. 2023-02 AN ORDINANCE AMENDING TOWN OF ALPINE ORDINANCE NO. 294 ORDINANCE NO. 2022-12, ADOPTED JUNE 20, 2022, PROVIDING FOR THE ESTABLISHMENT OF A TRAVEL PROMOTION BOARD FOR THE TOWN OF ALPINE, WYOMING.

Motion to approve 3rd Reading of 302 Ordinance No. 2023-02 with the spelling correction of the word "providing".

Motion to approve 3rd Reading 301 Ordinance No. 2023-01. Motion made by Councilman Larsen and seconded by Councilman Castillo.

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

3rd Reading 303 Ordinance No. 2023-03 AN ORDINANCE TO REPEAL & REPLACE TOWN OF ALPINE ORDINANCE 257 ORDINANCE NO. 2018-07, ADOPTED MAY 21, 2019, PROVIDING FOR THE ADOPTION OF THE LAND USE DEVELOPMENT CODE FOR THE TOWN OF ALPINE, WYOMING.

Motion to open a discussion for 3rd Reading 303 Ordinance No. 2023-03. Motion made by Councilman Larsen and seconded by Councilman Dickerson.

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

Motion to table a discussion for 3rd Reading 303 Ordinance No. 2023-03. Motion made by Councilman Larsen and seconded by Councilman Dickerson.

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

2nd Reading of 305 Ordinance No. 2023-05 Budget Fiscal Year 2023.

Motion to approve 2nd Reading of 305 Ordinance No. 2023-05 Budget Fiscal Year 2023. Motion made by Councilman Larsen and seconded by Councilman Dickerson.

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

2nd Reading of 306 Ordinance No. 2023-06 - Budget Fiscal Year 2024.

Motion to approve 2nd Reading of 306 Ordinance No. 2023-06 - Budget Fiscal Year 2024. Motion made by Councilman Larsen and seconded by Councilman Dickerson.

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

Approval for Clerk Chenault to sign the Bank of Star Valley Automatic Fund Transfer Authorization for Bank of Star Valley Lease to be automatically withdrawn from the General Fund Operating Account at First Bank of Wyoming on the 5th of each month beginning June 5th, 2023, in the amount of \$2,537.07.

Motion to approve for Clerk Chenault to sign the Bank of Star Valley Automatic Fund Transfer Authorization for Bank of Star Valley Lease to be automatically withdrawn from the General Fund Operating Account at First Bank of Wyoming on the 5th of each month beginning June 5th, 2023, in the amount of \$2,537.07. Motion made by Councilman Larsen and seconded by Councilman Dickerson.

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

7. TABLED ITEMS

Lot 12 Lazy B Subdivision Sewer Connection – See attached letter from Mrs. Wagner – No action taken. Remains on the table.

8. REPORTS

- a. Mayor – Eric Green
- b. Recreation Board – Meta Dittmer

- c. Planning & Zoning –
- d. Engineering – Jorgensen Engineering – Written Report Submitted
- e. Economic Development – Jeremiah Larsen
- f. Utility Easement Update – Jeremiah Larsen
- g. Tourism Board – Jeremiah Larsen
- h. Public Works – Craig Leseberg – Written Report Submitted

8. PUBLIC COMMENT

The Meeting was opened to public comment.

9. ADJOURNMENT

Mayor Green Adjourned the meeting.



Town of Alpine

Mayor:
Eric Green

Town Council:
Andrea Burchard
Emily Castillo
Frank Dickerson
Jeremiah Larsen

Minutes recorded by:

Monica L. Chenault, Town Clerk

Publish Tracking: 03/28/2024.

Town Website: 03/28/2024.

Community Board: 03/28/2024.

Alpine Post Office: 03/28/2024.

Alpine Library: 03/28/2024.

Alpine Information Center: 03/28/2024.

Minutes approved in a legally advertised meeting on 04, 16, 2024.

Signed:

Attest:

Eric Green, Mayor

Monica L. Chenault, Town Clerk



TOWN COUNCIL MEETING - BUDGETARY WORKSHOP

March 20, 2024 at 4:00 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 Budgetary Workshop to order at 4:00 p.m.

2. DISCUSSION ITEMS

The following Items were discussed, however; no action was taken.

- a. Thayne Senior Center Support
- b. YTD Draft Financials
- c. Bank Accounts
- d. Debt Service Worksheet:

WBC Non-Recourse Loan must be paid off in June 2025.

3. ADJOURNMENT

Mayor Green adjourned the Budgetary Workshop.

Minutes recorded by:

Monica L. Chenault, Town Clerk

Minutes approved in a legally advertised meeting on 04, 16, 2024.

Signed:

Eric Green, Mayor

Attest:

Monica L. Chenault, Town Clerk

DRAFT



*Town of Alpine
Planning & Zoning Commission Minutes*

DATE: March 12th, 2024 **PLACE:** Town Council Chambers
TIME: 7:00 p.m. **TYPE:** Regular Meeting

- 1. CALL TO ORDER:** Meeting called to order at 7:03 p.m.
- 2. ROLL CALL & ESTABLISH QUORUM:** Ms. Christine Wagner, Planning and Zoning Commission Administrator established roll call, members in attendance were Ms. Melisa Wilson, Mr. Dan Schou and Ms. Sue Kolbas. A quorum was established. Also in attendance was Ms. Christine Wagner, Zoning Administrator.
- 3. TONIGHT'S APPOINTMENTS/ NEW BUSINESS:**
 - **SNAKE RIVER MEP: Lot #1 - Hafeez Addition to the Town of Alpine - 100 Wintergreen Drive – (#C-01-24) Commercial Building (Sure Stay Sight) – {Casey Rammell}** – Mr. Rich Martin was the authorized representative in attendance to present the commercial permit application. Mr. Martin commented that they have received their approval from the State Fire Marshall's Office for the project and that the project will be phased, however they are looking for a building permit for the entire project. The project is an extended stay structure, consisting of three (3) stores for at total height of forty-two and a half (42.5) feet and one hundred thirty (130) rooms. They have been working with the Town Engineers on the project and will be bonding for the road infrastructure to cross Wintergreen Drive. Ms. Wagner stated that the Town Engineers are still reviewing some of the documents, as this is a big project and does take a fair amount of time, final review from Jorgensen's office should be within the next two (2) weeks. The applicant would like to begin the project within the next month, with snow removal and utility excavations. The Town has completed the project review on this, a couple of items were identified and have been corrected. Mr. Martin stated they are working on the financing and appraisal process, requesting permitting approval for move forward with the project. Commission members in attendance discussed the project and would like to see the project move forward with an excavation permit with an overall building permit to follow, pending the final review from the Towns Engineers.

Mr. Dan Schou moved to approve permit #C-01-24 for Snake River MEP, 100 Wintergreen Drive, Lot #1 of the Hafeez Addition to the Town of Alpine, CONTINGENT upon final approval from Town of Alpine Engineers, receipt of documents from the State of Wyoming (Fire Marshall, Electrical Inspector) permit approval and payment of permit/connection fees. Ms. Sue Kolbas seconded the motion. Vote: 3 yes, 0 no, 0 abstain, 0 absent. Motion carried.

- 4. TABLED ITEMS:**
 - **LASHER, CHRISTOPHER & CHRISTINE: Lot #4 - Greys River Valley, 334 Meadows Drive - (#R2-01-24) - Multi Unit Residential Building** – Mr. Lasher was in attendance to discuss the presented plans, this is a continuation from the last meeting. It was decided by Mr. Lasher to keep the orientation of the building the same, he will be creating a hammerhead turnaround in the middle of the complex to comply with the International Fire Code (IFC). Mr. Lasher would like to move forward with a April 2024 construction start date. Mr. Lasher would also like to look into the depth of the existing infrastructure, in order to make the new connections. The Town Engineer is still reviewing the project for the new water and sewer line implementation for the flow amounts. Commission

members are willing to issue an excavation permit so that the project can start moving forward and allow additional time for Town Engineering review.

Mr. Dan Schou moved to approve permit # R2-01-23 for Christopher and Christing Lasher, Lot #4 Greys River Valley, 334 Meadows Drive, CONTINGENT upon final approval from Town of Alpine Engineers. Ms. Sue Kolbas seconded the motion. Vote: 3 yes, 0 no, 0 abstain, 0 absent. Motion carried.

- **TIENDA LA MEXICANA (SALOMAN MARQUINA):** Lot 608 Lakeview Estates “C”, 141 US Highway 89 (#RE-05-23) – Interior Remodel - There are no updates and/or new information provided for this project it was determined to send the applicant a letter, requesting their attendance at the next Planning and Zoning Commission meeting to be held on April 9th.

5. DISCUSSION AND/OR CORRESPONDENCE ITEMS:

- **Planning/Zoning Discussion Items:**
 - **Building Permit Fee Discussion** – Mr. Dan Schou briefly discussed a proposal for a building application fee increase. This was a continuation from the last meeting, so that everyone had enough time to review the fee scheduled. There were no additional comments and/or changes to the proposal, the Commission would like to recommend that the Town Council consider and move forward with a base rate increase for permits handled by the Planning and Zoning Commission.

Mr. Dan Schou moved to send a recommendation to the Town Council for consideration and adoption of a 2024 Building and Development Fee increase. Ms. Susan Kolbas seconded the motion. Vote: 3 yes, 0 no, 0 abstain, 0 absent. Motion carried.

- **Star Valley Health – Signage Discussion** – Ms. Wagner addressed the Commission members about a recent conversation with Mr. Mike Hunsaker, CEO Star Valley Health regarding the need for additional signage for the property, when the emergency room project is completed. This signage will be designated as wayfinding sign locations of their services at the facility. An official variance application has not been submitted as of the meeting date. It is believed that this request will come in the next couple of months.
- **Review of Proposed Changes to the Town Land Use and Development Code (LUDC)** – Mr. Dan Schou presented the Commission members with a couple of recommendations for the changes to be incorporated into the LUDC. Commission members feel that this adoption will aid the Town in effective plan review and implementation of the LUDC regulations and/or requirements. Those recommendations include:
 - Revised verbiage for established setback areas;
 - Allowance of **Landscaping** only in the setback areas; and
 - Preparation of site plan by a civil engineer for properties located in the Multi-Unit Residential District (R-2), Mixed Residential and Commercial District (MRC) and Commercial District (C).

Mr. Dan Schou moved to send recommendations to the Town Council for consideration of the implementation of established setback guidelines, landscaping definition and civil engineered site plan development and/or drawing requirements. Ms. Susan Kolbas seconded the motion. Vote: 3 yes, 0 no, 0 abstain, 0 absent. Motion carried.

- **Star Valley Health – Signage Discussion** – Ms. Wagner informed the Commission about a simple replat application, in which is a lot line adjustment that they will be reviewing at their next scheduled meeting.
- **Public Comments and/or Concerns** – There was no public comment presented at the meeting.

- Comments/Concerns from Commissioners – The Commission Members had no other concerns and/or comments.

6. UNFINISHED/ONGOING BUSINESS: See Handouts, Ongoing

Active Building Permits Lists: Ms. Wagner discussed the active/outstanding permit list with the Commissioners. Active permits are as follows:

- Alpine Branch Library: (MC-13-23) – Permit expires September 2024.
- Alpine Community Post Office: (MC-12-23) – Permit expires July 2024.
- Alpine Flats, LLC: (R2-08-22) – Permit expires March 2024.
- Alpine Flats, LLC: (R2-12-22) – Permit expires September 2024.
- Alpine Wyoming Hotel, LLC {Cobblestone Hotels}: (C-01-22) – Permit expires October 2024.

Mr. Dan Schou moved to remove the commercial building permit for Alpine Wyoming Hotel, LLC aka Cobblestone Hotels from the active permits list. Ms. Sue Kolbas seconded the motion. Vote: 3 yes 0 no, 0 abstain, 0 absent. Motion carried.

- Armington/Lethbridge: (R1-01-23) – Permit expires August 2024.
- Aud & Di Campground Services: (MC-18-23) – Permit expires September 2024.
- Blacker, Danielle: (RE-02-23) – Permit expires April 2024.
- Christie, Dave: (RE/A-04-22) – Permit expired August 2023.
- Citro, Rick: (RE/A-03-22) – Permit expires August 2024.
- Cornelius, Ernest: (R1-02-23) – Permit expires August 2024.
- Esperson, William: (A-02-19) – Permit expires January 2025.
- Ferguson, William: (R1-10-22) – Permit expires August 2024.
- Flynn, Jeff & Yulia: (R1-02-22) – Permit expires January 2024.
- Gayhart – Lutz: (RE/A-04-23) – Permit expires July 2024.
- McDonald: Colton & Lee Ann: (R1-12-22) – Permit expires September 2024; temporary certificate of occupancy issued (Concrete work completion).
- Madsen, Tim {Castle Rock}: (R1-08-21) - Permit expires August 2023; temporary certificate of occupancy issued.
- Ridge Creek Investment: (C-01-23) – Permit expires October 2024.
- Riverview West HOA (Units B): (MC-24-23) – Permit expires October 2024.
- Riverview West HOA (Units E): (MC-27-23) – Permit expires October 2024.
- Riverview West HOA (Units F): (MC-28-23) – Permit expires October 2024.
- Smiley, John: (RE/A-01-22) – Permit expires January 2024.
- Star Valley Health: (RE-06-23) – Permit expires December 2024.
- Stuns, Doug & Catheryn: (R1-07-22) – Permit expires August 2024.
- Thomas, William: (R2-10-22) – Permit expires August 2024.
- TOA – {Pretreatment Facility}: (C-03-22) – Permit expires November 2024.
- TOA – {Town Hall (Flag Pole Installation)}: (MC-17-23) – Permit expires August 2024.

7. APPROVAL OF MINUTES:

- Planning & Zoning Regular Meeting Minutes for February 13th 2024: Commission members reviewed the meeting minutes that were distributed prior to the meeting date.

Mr. Dan Schou moved to approve the meeting minutes from the February 13th, 2024, Planning and Zoning Commission Meeting, as written. Ms. Sue Kolbas seconded the motion. Vote: 3 yes, 0 no, 0 abstain, 0 absent. Motion carried.

8. TOWN COUNCIL ASSIGNMENT: March 19th, 2024 – Mr. Dan Schou will be the representative in attendance at the next Town Council meeting.

9. ADJOURN MEETING: Mr. Dan Schou moved to adjourn the meeting. Ms. Sue Kolbas seconded the motion. All in favor; Vote: 3 yes, 0 no, 0 abstain, 0 absent. Motion carried.

The meeting was adjourned at 9:12 pm.


Melisa Wilson, Chairman

4.9.24
Date

Transcribed By:


Christine Wagner, Planning & Zoning Administrator

April 9, 2024
Date

** Minutes are a summary of the meeting **

Report Criteria:

- Detail report.
- Invoices with totals above \$0.00 included.
- Only paid invoices included.
- [Report]. Date Paid = 04/16/2024

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided	GL Account and Title
Alpine Ace Hardware									
250	Alpine Ace Hardware	18104 APRIL 2	Shop Repairs & Maintenance	04/01/2024	203.35	203.35	04/16/2024		10-58-334 Facilities - Shop R & M
250	Alpine Ace Hardware	18104 APRIL 2	Streets Repairs and Maintenance	04/01/2024	10,377.00	10,377.00	04/16/2024		10-54-350 Streets Equipment R & M
250	Alpine Ace Hardware	18104 APRIL 2	Building Department	04/01/2024	9.29	9.29	04/16/2024		10-50-410 P & Z Office Supplies & Stam
250	Alpine Ace Hardware	18104 APRIL 2	Finance Charges	04/01/2024	2.33	2.33	04/16/2024		10-42-370 Merchant Fees/Bank Charge
250	Alpine Ace Hardware	18104 APRIL 2	Civic Center Repairs & Maintenan	04/01/2024	286.21	286.21	04/16/2024		10-58-332 Facilities - C.C. R & M
250	Alpine Ace Hardware	18104 APRIL 2	Vehicle Repair	04/01/2024	31.21	31.21	04/16/2024		52-82-332 Repairs & Maintenance
250	Alpine Ace Hardware	18104 APRIL 2	Maintenance	04/01/2024	107.86	107.86	04/16/2024		10-58-410 Shop Supplies
Belinda Penny									
480	Belinda Penny	853074	Cleaning Civic Center	03/31/2024	240.00	240.00	04/16/2024		10-58-332 Facilities - C.C. R & M
Broulims-Alpine									
570	Broulims-Alpine	141004 APRIL	Water for Guys - Shop	04/01/2024	40.14	40.14	04/16/2024		10-58-334 Facilities - Shop R & M
570	Broulims-Alpine	141004 APRIL	Easter Supplies	04/01/2024	127.02	127.02	04/16/2024		10-66-428 Easter Egg Hunt Expenses
570	Broulims-Alpine	141004 APRIL	Town Hall Supplies	04/01/2024	15.49	15.49	04/16/2024		10-42-410 Admin Office Supplies
570	Broulims-Alpine	141004 APRIL	Shop Supplies	04/01/2024	44.96	44.96	04/16/2024		10-58-410 Shop Supplies
570	Broulims-Alpine	141004 APRIL	Civic Center Supplies	04/01/2024	40.34	40.34	04/16/2024		10-58-411 Civic Center Supplies
570	Broulims-Alpine	141004 APRIL	Town Hall Supplies	04/01/2024	35.94	35.94	04/16/2024		10-42-410 Admin Office Supplies
Caselle									
620	Caselle	131856	Contract Support & Maintenance	04/01/2024	732.00	732.00	04/16/2024		52-84-335 Software and IT
620	Caselle	131856	Contract Support & Maintenance	04/01/2024	732.00	732.00	04/16/2024		51-80-335 Software and IT
620	Caselle	131856	Contract Support & Maintenance	04/01/2024	732.00	732.00	04/16/2024		10-42-335 Software and IT
CNA Surety									
650	CNA Surety	SURETY BON	Bond	04/01/2024	210.00	210.00	04/16/2024		10-42-381 Other Insurance
Dawn Guffey									
2840	Dawn Guffey	APRIL 2024	Mileage Reimbursement for Bank	04/01/2024	42.21	42.21	04/16/2024		10-70-315 Business & Community Devel
Dex Imaging									
810	Dex Imaging	AR10962861	Contract	03/13/2024	461.47	461.47	04/16/2024		10-42-345 Office Equipment
810	Dex Imaging	AR11051136	Color Copies	04/01/2024	225.91	225.91	04/16/2024		10-42-410 Admin Office Supplies
810	Dex Imaging	AR11051136	Copies	04/01/2024	23.76	23.76	04/16/2024		10-42-410 Admin Office Supplies
Dry Creek Enterprises, Inc									
860	Dry Creek Enterprises, Inc	4017-M4324	Sludge Pumping	04/01/2024	6,810.00	6,810.00	04/16/2024		52-84-318 Sludge Hauling/Disposal
860	Dry Creek Enterprises, Inc	4017-M4324	Portable Toilet - Pre Treatment Pla	04/01/2024	60.00	60.00	04/16/2024		52-83-300 Misc Expense
Dustin Murrell									
3160	Dustin Murrell	APRIL 2024	Mileage Reimbursement Training	04/01/2024	204.35	204.35	04/16/2024		52-84-390 Travel/Educ./Training

Town of Alpine

Payment Approval Report - Bills to Pay Report
Report dates: 1/1/2012-4/30/2024

Page: 2

Apr 11, 2024 11:35AM

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided	GL Account and Title
Fall River Propane									
910	Fall River Propane	70223001 - AP	Propane	03/31/2024	138.31	138.31	04/16/2024		52-82-454 Utilities
Gilcrease, Steve									
2910	Gilcrease, Steve	APRIL 2024 MI	Mileage Reimbursement	04/01/2024	136.35	136.35	04/16/2024		10-45-395 Court Training & Travel Exp
High Country Linen									
2890	High Country Linen	2868-00000 AP	Uniform Service	04/01/2024	146.76	146.76	04/16/2024		10-58-334 Facilities - Shop R & M
2890	High Country Linen	2868-00000 AP	Uniforms Services	04/01/2024	146.78	146.78	04/16/2024		51-80-332 Repairs & Maintenance
2890	High Country Linen	2868-00000 AP	Uniforms Services	04/01/2024	146.76	146.76	04/16/2024		52-84-332 Repairs & Maintenance
Huber Technology									
1210	Huber Technology	CD10026434	Maintenance Contract Site Visit	04/02/2024	3,000.00	3,000.00	04/16/2024		52-84-332 Repairs & Maintenance
IDAWY Waste District									
1240	IDAWY Waste District	43X00682	Town Hall - Refrigerator Disposal	03/31/2024	10.00	10.00	04/16/2024		10-58-330 Facilities - Town Hall R & M
Jenkins Building Supply									
1310	Jenkins Building Supply	1054 APRIL 20	Repairs & Maintenance	03/31/2024	104.86	104.86	04/16/2024		10-58-332 Facilities - C.C. R & M
1310	Jenkins Building Supply	1054 APRIL 20	Repairs & Maintenance	03/31/2024	73.77	73.77	04/16/2024		10-54-350 Streets Equipment R & M
1310	Jenkins Building Supply	1054 APRIL 20	Supplies	03/31/2024	12.99	12.99	04/16/2024		10-58-410 Shop Supplies
Jorgensen Engineering									
1340	Jorgensen Engineering	53333	Administration	04/01/2024	6,788.75	6,788.75	04/16/2024		10-42-315 Professional Services
1340	Jorgensen Engineering	53333	Planning & Zoning Engineering	04/01/2024	7,717.50	7,717.50	04/16/2024		10-50-331 P & Z Legal & Professional
1340	Jorgensen Engineering	53333	AMI Radio Read	04/01/2024	9,707.50	9,707.50	04/16/2024		51-90-545 Radio Read Project
1340	Jorgensen Engineering	53333	Water Administration - Profession	04/01/2024	2,872.50	2,872.50	04/16/2024		51-42-315 Admin Professional Services
1340	Jorgensen Engineering	53333	Sewer Administration - Engineerin	04/01/2024	275.00	275.00	04/16/2024		52-42-315 Professional Services
1340	Jorgensen Engineering	53333	Waste Water Pre Treatment Plant	04/01/2024	6,328.75	6,328.75	04/16/2024		52-83-315 Professional Services
1340	Jorgensen Engineering	53333	Waste Water Treatment Plant	04/01/2024	110.00	110.00	04/16/2024		52-84-315 Professional Services
1340	Jorgensen Engineering	53333	Waste Water Pre Treatment Plant	04/01/2024	3,588.20	3,588.20	04/16/2024		52-90-541 Pre-Treatment Project
Lincoln County Sheriff's Office									
1510	Lincoln County Sheriff's Office	MARCH 2024	Communications	04/02/2024	606.50	606.50	04/16/2024		10-56-319 County Officer Contract & Co
Lincoln County Water Quality Lab									
1530	Lincoln County Water Quality Lab	17580	Testing	03/31/2024	81.00	81.00	04/16/2024		51-80-320 Testing
Norco, Inc									
1680	Norco, Inc	40302557	Cylinder Rent	03/31/2024	39.06	39.06	04/16/2024		10-58-334 Facilities - Shop R & M
One Call of Wyoming									
1700	One Call of Wyoming	71040	Locate Tickets	04/05/2024	6.50	6.50	04/16/2024		51-80-332 Repairs & Maintenance
Rhinehart Oil									
1810	Rhinehart Oil	11158 - APRIL	51-06 Fuel	03/31/2024	98.38	98.38	04/16/2024		51-80-454 Fuel
1810	Rhinehart Oil	11158 - APRIL	51-96 Fuel	03/31/2024	96.59	96.59	04/16/2024		51-80-454 Fuel
1810	Rhinehart Oil	11158 - APRIL	51-96 Fuel	03/31/2024	93.89	93.89	04/16/2024		51-80-454 Fuel
1810	Rhinehart Oil	IN-954998-24	Bulk Fuel	03/05/2024	1,471.59	1,471.59	04/16/2024		10-54-455 Fuel - Snow Removal
Robert Wagner									
2860	Robert Wagner	APRIL 2024	Mileage Reimbursement	04/01/2024	31.42	31.42	04/16/2024		10-50-397 P & Z Mileage

Town of Alpine

Payment Approval Report - Bills to Pay Report
Report dates: 1/1/2012-4/30/2024

Page: 3

Apr 11, 2024 11:35AM

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided	GL Account and Title
2860	Robert Wagner	APRIL 2024 SE	Mileage Reimbursement	04/01/2024	79.60	79.60	04/16/2024		52-84-390 Travel/Educ./Training
Salt River Motors									
1880	Salt River Motors	068272	52-04 F-350 Repairs	03/29/2024	228.74	228.74	04/16/2024		52-82-332 Repairs & Maintenance
Sanderson Law Office									
2870	Sanderson Law Office	4824	Monthly Retainer	03/18/2024	2,600.00	2,600.00	04/16/2024		10-42-315 Professional Services
Servant Electric, PC									
1910	Servant Electric, PC	4482	Electrical Repairs & Maintenance	03/25/2024	2,127.52	2,127.52	04/16/2024		52-84-332 Repairs & Maintenance
SVI Media									
2140	SVI Media	22800	Advertising	03/31/2024	33.25	33.25	04/16/2024		10-48-410 Travel & Tourism Supplies
2140	SVI Media	22800	Advertising - Star Valley Health	03/31/2024	128.25	128.25	04/16/2024		10-50-350 P & Z Advertising
2140	SVI Media	22800	Advertising - Star Valley Health	03/31/2024	128.25	128.25	04/16/2024		10-50-350 P & Z Advertising
Town of Pinedale									
2310	Town of Pinedale	APRIL 2024	Sludge Disposal	03/31/2024	3,722.61	3,722.61	04/16/2024		52-84-318 Sludge Hauling/Disposal
2310	Town of Pinedale	APRIL 2024	Ferry Peak Park Utilities	03/31/2024	232.80	232.80	04/16/2024		10-65-452 Parks Utilities
2310	Town of Pinedale	APRIL 2024	Legion Ball Park Utilities	03/31/2024	109.92	109.92	04/16/2024		10-65-452 Parks Utilities
2310	Town of Pinedale	APRIL 2024	CC Enhancement Utilities	03/31/2024	629.00	629.00	04/16/2024		10-65-452 Parks Utilities
2310	Town of Pinedale	APRIL 2024	Town Hall Utilities	03/31/2024	103.70	103.70	04/16/2024		10-58-454 Facilities - Shop Utilities
2310	Town of Pinedale	APRIL 2024	Shop Utilities	03/31/2024	86.55	86.55	04/16/2024		10-58-454 Facilities - Shop Utilities
2310	Town of Pinedale	APRIL 2024	Medical Clinic Utilities	03/31/2024	120.75	120.75	04/16/2024		10-58-456 Facilities - MC Utilities
2310	Town of Pinedale	APRIL 2024	Civic Center Utilites	03/31/2024	62.52	62.52	04/16/2024		10-58-452 Facilities - C.C. Utilities
2310	Town of Pinedale	APRIL 2024	AM 36 Utilities	03/31/2024	29.00	29.00	04/16/2024		10-65-452 Parks Utilities
2310	Town of Pinedale	APRIL 2024	AM 178 Utilities	03/31/2024	29.00	29.00	04/16/2024		10-65-452 Parks Utilities
2310	Town of Pinedale	APRIL 2024	WWTP Utilities	03/31/2024	104.11	104.11	04/16/2024		52-84-454 Utilities
2310	Town of Pinedale	APRIL 2024	Alpine Utility Payment	03/31/2024	1,507.35-	1,507.35-	04/16/2024		01-10750 Utility Management Cash Clea
U-Line									
2380	U-Line	175987413	Shelving Units for Civic Center	03/22/2024	384.00	384.00	04/16/2024		10-58-332 Facilities - C.C. R & M
2380	U-Line	175987413	Shelving Units for Shop	03/22/2024	2,196.01	2,196.01	04/16/2024		10-58-410 Shop Supplies
USA Blue book									
2390	USA Blue book	INV00313814	Waste Water Treatment Plant Rep	03/22/2024	735.76	735.76	04/16/2024		52-84-332 Repairs & Maintenance
Valley Auto Supply									
2450	Valley Auto Supply	1019 APRIL 20	Vehicle Maintenance	03/31/2024	247.26	247.26	04/16/2024		10-65-450 Parks - Vehicles, Tools, & Eq
2450	Valley Auto Supply	1019 APRIL 20	Shop Supplies	03/31/2024	341.63	341.63	04/16/2024		10-58-410 Shop Supplies
Valley Wide Cooperative, Inc									
2480	Valley Wide Cooperative, Inc	114703 APRIL	Propane Service & Delivery	04/01/2024	573.52	573.52	04/16/2024		10-58-456 Facilities - MC Utilities
2480	Valley Wide Cooperative, Inc	114703 APRIL	Propane Service & Delivery	04/01/2024	1,280.31	1,280.31	04/16/2024		10-58-454 Facilities - Shop Utilities
Western States Equipment									
2590	Western States Equipment	0029960 - APR	10-26 Snow Removal Maintenanc	03/31/2024	2,152.46	2,152.46	04/16/2024		10-54-351 Snow Removal Equipment R
2590	Western States Equipment	0029960 - APR	10-20 Snow Removal Equipment	03/31/2024	1,519.70	1,519.70	04/16/2024		10-54-351 Snow Removal Equipment R
Wyoming Game and Fish Department									
2720	Wyoming Game and Fish Depart	12109 - APRIL	Wyoming Game of Fish	04/01/2024	5.00	5.00	04/16/2024		10-52-451 Information Center COGS

Town of Alpine

Payment Approval Report - Bills to Pay Report

Report dates: 1/1/2012-4/30/2024

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided	GL Account and Title
Wyoming Local Liability Pool									
2730	Wyoming Local Liability Pool	15146	Membership renewal	03/27/2024	4,091.00	4,091.00	04/16/2024		10-42-380 Liability Pool Insurance
2730	Wyoming Local Liability Pool	15146	Membership Renewal	03/27/2024	2,045.50	2,045.50	04/16/2024		51-42-380 Insurance
2730	Wyoming Local Liability Pool	15146	Membership Renewal	03/27/2024	2,045.50	2,045.50	04/16/2024		52-42-380 Insurance
Xerox Financial Services									
2820	Xerox Financial Services	5587367	Contract	03/31/2024	277.32	277.32	04/16/2024		10-42-345 Office Equipment
Xpress Bill Pay									
2880	Xpress Bill Pay	INV-XPR01132	Service - Maintenance - Support	03/31/2024	446.99	446.99	04/16/2024		10-42-370 Merchant Fees/Bank Charge
Xylem Water Solutions Usa, Inc									
2830	Xylem Water Solutions Usa, Inc	3556D15405	WWTP Repairs & Maintenance	03/12/2024	2,415.08	2,415.08	04/16/2024		52-84-332 Repairs & Maintenance
Grand Totals:					<u>95,429.81</u>	<u>95,429.81</u>			

Dated: _____

Mayor: _____

Council:  _____

Treasurer: _____

Town of Alpine

Payment Approval Report - Bills to Pay Report

Report dates: 1/1/2012-4/30/2024

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided	GL Account and Title
--------	-------------	----------------	-------------	--------------	-----------------------	-------------	-----------	--------	----------------------

Report Criteria:

Detail report.

Invoices with totals above \$0.00 included.

Only paid invoices included.

[Report]. Date Paid = 04/16/2024



Town of Alpine "All-Nighter" Permit Application 2024

Date of Application: April 1, 2024

Name of Business: VR Tavern on the Greys

Name of Applicant: Brenda Sizco

Address: 25 US Highway 89 Alpine, WY 83128

Telephone: 307 2474495

Address of Premises or Location to be Licensed: 25 US Highway 89 Alpine, WY 83128

Date(s) Requested: 7.4 + 10.31 + 12.31

Signature & Title of Applicant: Brenda Sizco manager

Considered by the Town Council on: _____

Approved: _____ Disapproved: _____

Comments: _____

I, _____, Mayor of the Town of Alpine, Do hereby subscribe and cause the Seal of said Town to be hereunto affixed this _____ Day of _____, _____.

Eric Green, Mayor

Attest:

Monica Chenault, Town Clerk/Treasurer



TOWN OF ALPINE
CATERING PERMIT APPLICATION

APPLICATION #: _____ APPLICATION DATE: 4-12-24
 APPLICANT NAME: Rocky Mountain Rogues dba Bull Moose
 BUSINESS NAME: Bull Moose Saloon + Lodge
 APPLICANT'S ADDRESS: 91 US 89
Alpine, WY 83128
 TELEPHONE: 307-654-7593
 EVENT NAME: Jackson Hole Chorale Spring Concert
 REASON FOR PERMIT REQUEST: Serving wine at post-concert reception
 LOCATION OF SALES: The Presbyterian Church of Jackson Hole
 DATE(S) PERMIT REQUESTED: 5-19-24 Time(s) 5-7 PM

AFFIDAVIT/AUTHORIZATION

The undersigned applicant hereby authorized the Town of Alpine and its agents and employees to seek information and conduct investigations (if need be) into the truth of the foregoing statement has set forth in this application, and agrees to comply fully with the rules and Regulations of the Town of Alpine, Wyoming, governing the license requested, and further declares that the foregoing information contained in this application is true and correct

Julian Christoff 4/15/24
 Applicant Signature/Title Date

State of Wyoming)
) ss.
 County of Lincoln)

Subscribed and sworn to before me this 15 day of
April, 2024.

SARAH GREENWALD
 NOTARY PUBLIC
 STATE OF WYOMING
 COMMISSION ID: 169279
 MY COMMISSION EXPIRES: 11/30/2029

Sarah Greenwald
 Notary Public
 My commission expires 11/30/2029

TOWN OF ALPINE
 COMBINED CASH INVESTMENT
 MARCH 31, 2024

COMBINED CASH ACCOUNTS

01-10001	PETTY CASH	99.54
01-10002	CHECKING/1ST BANK-0919	1,584,152.32
01-10005	ALPINE MOUNTAIN DAYS - RF	15,617.66
01-10006	XPRESS DEPOSIT ACCOUNT	2,456.97
01-10101	WATER CASH/CHECKING	448,619.65
01-10102	WATER CASH IN SAVINGS CONTINGE	41,778.33
01-10201	SEWER CASH IN BANK	301,339.42
01-10202	SEWER SAVINGS & RESERVES	120.82
01-10203	SEWER SAVINGS (1ST NATIONAL)	12,441.28
01-10205	SEWER RESERVE FOR REPLACEMENT	224,229.69
01-10301	UNDEPOSITED FUNDS	470,699.43
01-10302	RETURN CHECK	200.00
01-10750	UTILITY MANAGEMENT CASH CLEAR	484.98
01-10760	AR CASH CLEARING	(1,960.50)
01-10770	COURT CASH CLEARING	.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	SEWER LPL CD SYCHRONY BANK	249,000.00
01-11606	SEWER LPL STATE BANK CD	200,000.00
01-11607	WW LPL SWEEP CASH	2,102.51
01-11608	SEWER WY CLASS UNREALIZED	(27,139.72)
	TOTAL COMBINED CASH	4,260,837.59
01-20100	ACCOUNTS PAYABLE	.00
01-10000	CASH ALLOCATED TO OTHER FUNDS	(4,260,837.59)
	TOTAL UNALLOCATED CASH	.00

CASH ALLOCATION RECONCILIATION

10	ALLOCATION TO GENERAL FUND	2,382,010.18
51	ALLOCATION TO WATER FUND	1,071,987.58
52	ALLOCATION TO WASTEWATER FUND	806,839.83
70	ALLOCATION TO GENERAL FIXED ASSETS	.00
80	ALLOCATION TO DEBT SERVICE FUND	.00
	TOTAL ALLOCATIONS TO OTHER FUNDS	4,260,837.59
	ALLOCATION FROM COMBINED CASH FUND - 01-10000	(4,260,837.59)
	ZERO PROOF IF ALLOCATIONS BALANCE	.00

TOWN OF ALPINE
REVENUES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING MARCH 31, 2024

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
TAX REVENUE					
10-31-100 PROPERTY TAX	2,752.39	136,928.27	180,000.00	43,071.73	76.1
10-31-110 MOTOR VEHICLE TAX	.00	64,339.87	60,000.00	(4,339.87)	107.2
10-31-200 BASIC SALES & USE TAX	.00	404,358.50	370,000.00	(34,358.50)	109.3
10-31-210 LOCAL OPTIONS SALES & USE TAX	32,184.88	231,412.58	205,000.00	(26,412.58)	112.9
10-31-220 GAS TAX	2,386.67	31,785.84	50,000.00	18,214.16	63.6
10-31-225 SPECIAL FUELS TAX	801.42	2,863.86	.00	(2,863.86)	.0
10-31-230 CIG. TAX	637.04	7,328.05	11,000.00	3,671.95	66.6
10-31-235 LODGING TAX	6,591.07	242,397.17	.00	(242,397.17)	.0
10-31-240 FRANCHISE TAX	.00	15,002.17	14,000.00	(1,002.17)	107.2
10-31-250 SEVERANCE TAX	.00	11,699.22	43,000.00	31,300.78	27.2
10-31-260 MINERAL ROYALTIES	.00	71,165.88	97,000.00	25,834.12	73.4
10-31-270 DIRECT DISTRIBUTION	.00	259,234.64	259,000.00	(234.64)	100.1
TOTAL TAX REVENUE	45,353.47	1,478,516.05	1,289,000.00	(189,516.05)	114.7
LICENSES AND PERMITS					
10-32-100 BUSINESS LICENSE	275.00	17,645.00	18,000.00	355.00	98.0
10-32-110 LIQUOR LICENSE	25.00	7,325.00	8,000.00	675.00	91.6
10-32-120 BUILDING PERMITS	50,554.13	70,876.83	35,000.00	(35,876.83)	202.5
10-32-130 DOG & CAT LICENSE	.00	30.00	400.00	370.00	7.5
TOTAL LICENSES AND PERMITS	50,854.13	95,876.83	61,400.00	(34,476.83)	156.2
CHARGES FOR SERVICES					
10-33-100 RENTS	9,214.11	151,924.43	217,000.00	65,075.57	70.0
10-33-110 NOT., FAX, COPIES, ETC.	.00	244.83	10.00	(234.83)	2448.3
10-33-120 UTILITIES	.00	.00	1,500.00	1,500.00	.0
10-33-125 VISITOR CENTER REVENUE	476.00	14,759.98	35,000.00	20,240.02	42.2
10-33-130 EVENTS REVENUE	2,125.00	6,183.00	.00	(6,183.00)	.0
TOTAL CHARGES FOR SERVICES	11,815.11	173,112.24	253,510.00	80,397.76	68.3
INTERGOVERNMENTAL REVENUE					
10-34-100 LOTTERY	.00	8,507.46	17,000.00	8,492.54	50.0
10-34-200 GRANT INCOME	.00	733,035.32	1,059,000.00	325,964.68	69.2
TOTAL INTERGOVERNMENTAL REVENUE	.00	741,542.78	1,076,000.00	334,457.22	68.9
FINES & PENALTIES					
10-35-100 CITATIONS	.00	920.00	1,000.00	80.00	92.0
TOTAL FINES & PENALTIES	.00	920.00	1,000.00	80.00	92.0

TOWN OF ALPINE
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 9 MONTHS ENDING MARCH 31, 2024

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>OTHER REVENUE</u>					
10-38-100 INTEREST INCOME	4,064.38	46,257.23	4,000.00	(42,257.23)	1156.4
10-38-200 CONTRIBUTIONS	7,000.00	29,189.00	.00	(29,189.00)	.0
10-38-700 LOAN PROCEEDS	.00	.00	210,000.00	210,000.00	.0
10-38-800 OTHER INCOME	5.00	(42.85)	.00	42.85	.0
10-38-900 PROCEEDS FROM ASSET SALES	.00	.00	30,000.00	30,000.00	.0
TOTAL OTHER REVENUE	11,069.38	75,403.38	244,000.00	168,596.62	30.9
TOTAL FUND REVENUE	119,092.09	2,565,371.28	2,924,910.00	359,538.72	87.7

TOWN OF ALPINE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING MARCH 31, 2024

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>MAYOR & COUNCIL</u>					
10-41-110 ELECTED OFFICER SALARIES	3,894.24	23,861.60	35,000.00	11,138.40	68.2
10-41-210 PAYROLL TAXES	303.22	619.58	.00	(619.58)	.0
10-41-220 HEALTH INSURANCE	2,030.18	4,396.15	.00	(4,396.15)	.0
TOTAL MAYOR & COUNCIL	6,227.64	28,877.33	35,000.00	6,122.67	82.5
<u>ADMINISTRATION</u>					
10-42-110 ADMIN SALAIRES	20,433.92	208,573.56	260,000.00	51,426.44	80.2
10-42-210 ADMIN PAYROLL TAXES	1,573.36	24,581.99	.00	(24,581.99)	.0
10-42-220 ADMIN MEDICAL BENEFITS	4,405.61	36,263.73	.00	(36,263.73)	.0
10-42-230 ADMIN RETIREMENT	3,098.80	42,954.34	.00	(42,954.34)	.0
10-42-240 ADMIN HUMAN RESOURCES	56.94	1,218.17	.00	(1,218.17)	.0
10-42-314 WEBSITE	1,647.72	10,718.75	20,000.00	9,281.25	53.6
10-42-315 PROFESSIONAL SERVICES	40,202.50	123,828.02	110,000.00	(13,828.02)	112.6
10-42-325 LEASE & RENT	.00	1,735.21	6,000.00	4,264.79	28.9
10-42-335 SOFTWARE AND IT	5,443.25	14,075.75	.00	(14,075.75)	.0
10-42-340 TELEPHONE/FAX	.00	1,785.39	8,000.00	6,214.61	22.3
10-42-345 OFFICE EQUIPMENT	738.79	1,773.19	.00	(1,773.19)	.0
10-42-350 ADVERTISING	262.89	5,628.23	5,000.00	(628.23)	112.6
10-42-360 DUES & MEMBERSHIPS	434.00	5,794.54	4,800.00	(994.54)	120.7
10-42-370 MERCHANT FEES/BANK CHARGES	650.84	5,457.29	5,000.00	(457.29)	109.2
10-42-380 LIABILITY POOL INSURANCE	.00	4,337.00	.00	(4,337.00)	.0
10-42-381 OTHER INSURANCE	.00	3,138.85	13,000.00	9,861.15	24.2
10-42-390 ADMIN EDUCATION & TRAINING	1,792.73	1,898.83	2,000.00	101.17	94.9
10-42-395 ADMIN TRAVEL	.00	3,137.50	5,000.00	1,862.50	62.8
10-42-405 ADMIN POSTAGE	500.00	919.46	.00	(919.46)	.0
10-42-410 ADMIN OFFICE SUPPLIES	528.59	25,565.41	35,000.00	9,434.59	73.0
10-42-415 OTHER EXPENSES	109.85	(2,601.42)	.00	2,601.42	.0
TOTAL ADMINISTRATION	81,879.79	520,783.79	473,800.00	(46,983.79)	109.9
<u>COURT</u>					
10-45-100 JUDGE SALARY	.00	2,016.00	5,000.00	2,984.00	40.3
10-45-110 COURT CLERK SALARY	672.00	672.00	.00	(672.00)	.0
10-45-210 COURT PAYROLL TAXES	51.40	51.40	.00	(51.40)	.0
10-45-311 COURT LEGAL & PROFESSIONAL	.00	2,787.00	5,000.00	2,213.00	55.7
10-45-335 COURT IT	.00	75.00	.00	(75.00)	.0
10-45-395 COUT RTRAINING & TRAVEL EXP	143.51	199.66	.00	(199.66)	.0
10-45-410 COURT OFFICE SUPPLIES - POST	.00	.00	200.00	200.00	.0
10-45-411 COURT SOFTWARE	.00	551.77	.00	(551.77)	.0
TOTAL COURT	866.91	6,352.83	10,200.00	3,847.17	62.3

TOWN OF ALPINE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING MARCH 31, 2024

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>TRAVEL & TOURISM</u>					
10-48-100 TRAVEL & TOURISM WAGES	154.44	154.44	.00 (154.44)	.0
10-48-210 TRAVEL & TOURISM PAYROLL TAXES	11.23	11.23	.00 (11.23)	.0
10-48-220 TOURISM BOARD MEDICAL BENEFIT	19.81	19.81	.00 (19.81)	.0
10-48-230 TOURISM BOARD RETIREMENT	27.31	27.31	.00 (27.31)	.0
TOTAL TRAVEL & TOURISM	212.79	212.79	.00 (212.79)	.0
<u>PLANNING & ZONING</u>					
10-50-110 P & Z WAGES	8,841.96	37,809.11	122,000.00	84,190.89	31.0
10-50-120 P & Z UTILITIES	403.09	1,091.22	.00 (1,091.22)	.0
10-50-210 P & Z PAYROLL TAXES	691.43	1,431.55	.00 (1,431.55)	.0
10-50-220 P & Z MEDICAL BENEFITS	1,125.66	2,307.52	.00 (2,307.52)	.0
10-50-230 P & Z RETIREMENT	88.39	1,463.99	.00 (1,463.99)	.0
10-50-331 P & Z LEGAL & PROFESSIONAL	20,463.75	25,636.25	.00 (25,636.25)	.0
10-50-335 P & Z IT	.00	50.00	.00 (50.00)	.0
10-50-395 P & Z TRAINING & TRAVEL	.00	160.00	.00 (160.00)	.0
10-50-397 P & Z MILEAGE	36.18	101.23	.00 (101.23)	.0
10-50-410 P & Z OFFICE SUPPLIES & STAMPS	147.22	3,991.80	.00 (3,991.80)	.0
10-50-411 P & Z SOFTWARE	661.30	1,123.30	.00 (1,123.30)	.0
TOTAL PLANNING & ZONING	32,458.98	75,165.97	122,000.00	46,834.03	61.6
<u>INFORMATION CENTER</u>					
10-52-110 INFORMATION CENTER S & W	4,024.08	6,852.60	.00 (6,852.60)	.0
10-52-210 INFO CENTER - PAYROLL TAXES	282.85	482.63	.00 (482.63)	.0
10-52-220 INFO CENTER - MEDICAL BENEFITS	445.72	856.76	.00 (856.76)	.0
10-52-230 INFORMATION CENTER RETIREMENT	691.29	1,217.96	.00 (1,217.96)	.0
10-52-335 SOFTWARE AND IT	.00	550.00	.00 (550.00)	.0
10-52-410 INFORMATION CENTER SUPPLIES	106.87	4,226.20	2,000.00 (2,226.20)	211.3
10-52-451 INFORMATION CENTER COGS	846.00	3,285.81	.00 (3,285.81)	.0
10-52-452 UTILITIES	37.77	75.48	.00 (75.48)	.0
TOTAL INFORMATION CENTER	6,434.58	17,547.44	2,000.00 (15,547.44)	877.4

TOWN OF ALPINE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING MARCH 31, 2024

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
STREETS					
10-54-110 STREETS SALARY & WAGES	12,787.71	58,294.47	275,000.00	216,705.53	21.2
10-54-111 SNOW REMOVAL SALARY & WAGES	8,072.32	15,802.17	.00 (15,802.17)	.0
10-54-210 STREETS PAYROLL TAXES	1,684.33	3,463.92	.00 (3,463.92)	.0
10-54-220 STREETS MEDICAL BENIFITS	1,240.29	2,155.89	.00 (2,155.89)	.0
10-54-230 STREETS RETIREMENT	2,627.09	6,760.00	.00 (6,760.00)	.0
10-54-333 REPAIRS & MAINT. - STREETS	2,241.03	37,759.15	75,000.00	37,240.85	50.4
10-54-334 REPAIRS & MAINT. - SNOW REMOVA	.00	859.44	.00 (859.44)	.0
10-54-350 STREETS EQUIPMENT R & M	.00	13,312.19	.00 (13,312.19)	.0
10-54-351 SNOW REMOVAL EQUIPMENT R & M	11,247.18	18,154.44	.00 (18,154.44)	.0
10-54-410 OPS SUPPLIES - STREETS	.00	4,407.78	10,750.00	6,342.22	41.0
10-54-411 OPS SUPPLIES - SNOW REMOVAL	1,111.55	2,414.43	60,000.00	57,585.57	4.0
10-54-445 STREETS SIGNS	.00	2,046.45	.00 (2,046.45)	.0
10-54-454 FUEL - STREETS	209.54	4,270.98	.00 (4,270.98)	.0
10-54-455 FUEL - SNOW REMOVAL	4,262.13	10,028.61	.00 (10,028.61)	.0
TOTAL STREETS	45,483.17	179,729.92	420,750.00	241,020.08	42.7
LAW ENFORCEMENT					
10-56-110 CODE ENFORCEMENT SALARY	2,165.96	15,699.56	35,000.00	19,300.44	44.9
10-56-210 CODES PAYROLL TAXES	165.70	631.28	.00 (631.28)	.0
10-56-230 CODES RETIREMENT	68.14	540.21	.00 (540.21)	.0
10-56-319 COUNTY OFFICER CONTRACT & COMM	606.50	51,669.50	79,320.00	27,650.50	65.1
10-56-410 CODES OFFICE SUPPLIES	180.00	219.98	.00 (219.98)	.0
10-56-452 CODES UTILITIES	117.85	358.14	1,000.00	641.86	35.8
10-56-454 CODES FUEL & MILEAGE	.00	128.86	.00 (128.86)	.0
TOTAL LAW ENFORCEMENT	3,304.15	69,247.53	115,320.00	46,072.47	60.1

TOWN OF ALPINE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING MARCH 31, 2024

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>FACILITIES</u>					
10-58-110 FACILITIES SALARY & WAGES	4,050.92	4,671.57	.00 (4,671.57)	.0
10-58-210 FACILITIES - PAYROLL TAX	312.58	359.27	.00 (359.27)	.0
10-58-220 FACILITIES - MEDICAL BENEFITS	244.33	248.24	.00 (248.24)	.0
10-58-230 FACILITIES - RETIREMENT	377.18	479.06	.00 (479.06)	.0
10-58-330 FACILITIES - TOWN HALL R & M	18,672.11	20,995.39	1,000.00 (19,995.39)	2099.5
10-58-332 FACILITIES - C.C. R & M	5,798.04	13,556.16	40,000.00	26,443.84	33.9
10-58-334 FACILITIES - SHOP R & M	305.45	1,259.73	.00 (1,259.73)	.0
10-58-335 FACILITIES SOFTWARE AND IT	.00	150.00	.00 (150.00)	.0
10-58-336 FACILITIES - MC BLDG R & M	.00	373.82	.00 (373.82)	.0
10-58-360 FACILITIES - CDC R & M	.00	11,092.02	.00 (11,092.02)	.0
10-58-380 FACILITIES - RENTAL SIDE OF TH	.00	316.16	.00 (316.16)	.0
10-58-410 SHOP SUPPLIES	427.08	494.58	.00 (494.58)	.0
10-58-450 FACILITIES - T.H. UTILITIIES	946.69	3,989.62	6,000.00	2,010.38	66.5
10-58-452 FACILITIES - C.C. UTILITIIES	2,096.79	14,293.36	18,000.00	3,706.64	79.4
10-58-454 FACILITIES - SHOP UTILITIIES	1,467.19	8,764.34	20,000.00	11,235.66	43.8
10-58-456 FACILITIES - MC UTILITIIES	218.47	2,370.16	.00 (2,370.16)	.0
TOTAL FACILITIES	34,916.83	83,413.48	85,000.00	1,586.52	98.1
<u>PARKS</u>					
10-65-110 PARKS SALARIES & WAGES	202.60	17,376.92	66,000.00	48,623.08	26.3
10-65-210 PARKS PAYROLL TAXES	14.77	323.26	.00 (323.26)	.0
10-65-220 PARKS MEDICAL BENEFITS	76.67	76.67	.00 (76.67)	.0
10-65-230 PARKS RETIREMENT	33.98	33.98	.00 (33.98)	.0
10-65-332 PARKS REPAIRS & MAINT.	.00	35,134.95	30,000.00 (5,134.95)	117.1
10-65-450 PARKS - VEHICLES, TOOLS, & EQU	.00	110.25	.00 (110.25)	.0
10-65-452 PARKS UTILITIES	1,068.23	10,333.27	11,000.00	666.73	93.9
10-65-454 PARKS FUEL	.00	591.13	2,500.00	1,908.87	23.7
TOTAL PARKS	1,396.25	63,980.43	109,500.00	45,519.57	58.4

TOWN OF ALPINE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING MARCH 31, 2024

GENERAL FUND

	<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>UNEXPENDED</u>	<u>PCNT</u>	
<u>EVENTS</u>						
10-66-110	EVENTS SALARIES & WAGES	168.48	168.48	.00 (168.48)	.0	
10-66-210	EVENTS PAYROLL TAXES	12.24	12.24	.00 (12.24)	.0	
10-66-220	EVENTS MEDICAL BENEFITS	29.71	29.71	.00 (29.71)	.0	
10-66-230	EVENTS RETIREMENT	29.20	29.20	.00 (29.20)	.0	
10-66-420	RECREATION BOARD EXPENSES	315.00	25,971.33	15,000.00 (10,971.33)	173.1	
10-66-421	4TH OF JULY EXPENSES	.00	15,700.00	17,500.00	89.7	
10-66-422	CHRISTMAS LIGHT EXPENSES	.00	2,513.28	.00 (2,513.28)	.0	
10-66-423	PUMPKIN PATCH EXPENSES	.00	743.70	500.00 (243.70)	148.7	
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	
10-66-426	WINTER JUBILEE EXPENSES	816.68	1,343.62	1,000.00 (343.62)	134.4	
10-66-427	DOG SLED RACE EXPENSES	.00	93.29	.00 (93.29)	.0	
10-66-428	EASTER EGG HUNT EXPENSES	766.00	766.00	1,500.00	734.00	
10-66-430	MOUNTAIN DAYS EXPENSES	.00	1,200.00	500.00 (700.00)	240.0	
10-66-450	OTHER EVENTS EXPENSES	.00	.00	36,500.00	36,500.00	
	TOTAL EVENTS	2,137.31	48,711.23	74,250.00	25,538.77	65.6
<u>BUSINESS & COMMUNITY DEV</u>						
10-70-315	BUSINESS & COMMUNITY DEVELOPME	42.21	13,474.40	32,250.00	18,775.60	41.8
	TOTAL BUSINESS & COMMUNITY DEV	42.21	13,474.40	32,250.00	18,775.60	41.8
<u>CAPITAL OUTLAY</u>						
10-90-540	CAPITAL EXPENDITURES	.00	337,089.47	1,360,000.00	1,022,910.53	24.8
	TOTAL CAPITAL OUTLAY	.00	337,089.47	1,360,000.00	1,022,910.53	24.8
<u>DEBT SERVICE</u>						
10-95-620	DEBT SERVICE LOAN PRINCIPAL	2,055.49	165,111.68	220,000.00	54,888.32	75.1
10-95-630	DEBT SERVICE LOAN INTEREST	481.58	38,763.48	60,000.00	21,236.52	64.6
	TOTAL DEBT SERVICE	2,537.07	203,875.16	280,000.00	76,124.84	72.8
	TOTAL FUND EXPENDITURES	217,897.68	1,648,461.77	3,120,070.00	1,471,608.23	52.8
	NET REVENUE OVER EXPENDITURES	(98,805.59)	916,909.51	(195,160.00)	(1,112,069.51)	469.8

TOWN OF ALPINE
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 9 MONTHS ENDING MARCH 31, 2024

WATER FUND

	<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>UNEXPENDED</u>	<u>PCNT</u>
<u>OPERATING REVENUE</u>					
51-33-100 WATER USAGE FEES	39,297.51	385,207.27	509,000.00	123,792.73	75.7
51-33-120 TRANSFER FEES	243.18	678.69	5,000.00	4,321.31	13.6
51-33-200 DISCONNECT/RECONNECT FEES	2.22	10.71	.00	(10.71)	.0
51-33-400 CONNECTION FEES	6,500.00	44,210.00	29,000.00	(15,210.00)	152.5
TOTAL OPERATING REVENUE	46,042.91	430,106.67	543,000.00	112,893.33	79.2
<u>GRANT INCOME</u>					
51-34-100 GRANT REVENUE	.00	.00	470,100.00	470,100.00	.0
51-34-200 LOAN PROCEEDS	.00	.00	315,000.00	315,000.00	.0
TOTAL GRANT INCOME	.00	.00	785,100.00	785,100.00	.0
<u>OTHER INCOME</u>					
51-38-300 MISC. INCOME	.00	(8,071.39)	.00	8,071.39	.0
51-38-310 INTEREST INCOME	10,727.82	32,906.10	5,000.00	(27,906.10)	658.1
TOTAL OTHER INCOME	10,727.82	24,834.71	5,000.00	(19,834.71)	496.7
TOTAL FUND REVENUE	56,770.73	454,941.38	1,333,100.00	878,158.62	34.1

TOWN OF ALPINE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING MARCH 31, 2024

WATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
ADMINISTRATION					
51-42-110 ADMIN SALARIES & WAGES	1,229.68	1,815.04	.00 (1,815.04)	.0
51-42-210 ADMIN PAYROLL TAXES	91.47	135.61	.00 (135.61)	.0
51-42-220 ADMIN MEDICAL BENEFITS	181.56	181.56	.00 (181.56)	.0
51-42-230 ADMIN RETIREMENT	93.37	202.37	.00 (202.37)	.0
51-42-315 ADMIN PROFESSIONAL SERVICES	.00	20,095.74	35,000.00	14,904.26	57.4
51-42-370 BANK CHARGES	124.26	1,067.11	.00 (1,067.11)	.0
51-42-380 INSURANCE	18.24	7,766.88	.00 (7,766.88)	.0
51-42-395 TRAVEL	.00	322.22	3,000.00	2,677.78	10.7
51-42-405 POSTAGE	500.00	1,000.00	.00 (1,000.00)	.0
51-42-410 OFFICE & MISCELLANEOUS	35.94	6,038.41	30,000.00	23,961.59	20.1
TOTAL ADMINISTRATION	2,274.52	38,624.94	68,000.00	29,375.06	56.8
FIELD OPS					
51-80-110 FO SALARIES & WAGES	10,036.95	158,313.09	170,000.00	11,686.91	93.1
51-80-210 FO PAYROLL TAXES	722.09	3,360.89	.00 (3,360.89)	.0
51-80-220 FO MEDICAL BENEFITS	1,846.49	5,634.38	.00 (5,634.38)	.0
51-80-230 FO RETIREMENT	1,739.04	6,400.22	.00 (6,400.22)	.0
51-80-315 PROFESSIONAL SERVICES	16,982.50	16,982.50	.00 (16,982.50)	.0
51-80-320 TESTING	81.00	3,136.78	5,000.00	1,863.22	62.7
51-80-325 RENT	1,332.81	30,332.81	29,000.00 (1,332.81)	104.6
51-80-332 REPAIRS & MAINTENANCE	3,393.27	23,055.73	12,000.00 (11,055.73)	192.1
51-80-335 SOFTWARE AND IT	876.96	5,189.03	.00 (5,189.03)	.0
51-80-395 TRAVEL & EDUCATION	.00	409.98	.00 (409.98)	.0
51-80-420 OPERATION PARTS & SUPPLIES	22.99	85,773.84	140,000.00	54,226.16	61.3
51-80-430 CHEMICALS	.00	1,100.00	15,000.00	13,900.00	7.3
51-80-452 UTILITIES (DISTRIBUTION)	1,746.59	26,051.54	45,000.00	18,948.46	57.9
51-80-454 FUEL	556.78	3,560.83	10,000.00	6,439.17	35.6
51-80-800 DEPRECIATION EXPENSE	.00	42,000.00	120,000.00	78,000.00	35.0
TOTAL FIELD OPS	39,337.47	411,301.62	546,000.00	134,698.38	75.3
CAPITAL OUTLAY					
51-90-540 CAPITAL OUTLAY	.00	30,680.57	833,500.00	802,819.43	3.7
51-90-545 RADIO READ PROJECT	7,145.00	7,145.00	.00 (7,145.00)	.0
TOTAL CAPITAL OUTLAY	7,145.00	37,825.57	833,500.00	795,674.43	4.5
DEBT SERVICE					
51-95-620 PRINCIPAL REPAYMENTS	.00	23,429.68	29,000.00	5,570.32	80.8
51-95-630 INTEREST EXPENSE	.00	.00	35,000.00	35,000.00	.0
TOTAL DEBT SERVICE	.00	23,429.68	64,000.00	40,570.32	36.6

TOWN OF ALPINE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING MARCH 31, 2024

WATER FUND

	<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>UNEXPENDED</u>	<u>PCNT</u>
TOTAL FUND EXPENDITURES	<u>48,756.99</u>	<u>511,181.81</u>	<u>1,511,500.00</u>	<u>1,000,318.19</u>	<u>33.8</u>
NET REVENUE OVER EXPENDITURES	<u>8,013.74</u>	<u>(56,240.43)</u>	<u>(178,400.00)</u>	<u>(122,159.57)</u>	<u>(31.5)</u>

TOWN OF ALPINE
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 9 MONTHS ENDING MARCH 31, 2024

WASTEWATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>OPERATING REVENUE</u>					
52-33-100 MONTHLY SERVICE FEES	46,974.75	427,012.98	525,000.00	97,987.02	81.3
52-33-200 CONNECTION FEES	30,660.67	92,712.74	75,000.00	(17,712.74)	123.6
TOTAL OPERATING REVENUE	77,635.42	519,725.72	600,000.00	80,274.28	86.6
<u>GRANT INCOME</u>					
52-34-100 GRANT INCOME	.00	595,150.00	1,692,627.00	1,097,477.00	35.2
TOTAL GRANT INCOME	.00	595,150.00	1,692,627.00	1,097,477.00	35.2
<u>OTHER INCOME</u>					
52-38-100 INTEREST INCOME	2,693.26	14,646.06	10,000.00	(4,646.06)	146.5
52-38-200 MISC INCOME	115.00	2,185.16	667,000.00	664,814.84	.3
52-38-300 UNREALIZED GAIN/LOSS	.00	(28,459.71)	.00	28,459.71	.0
TOTAL OTHER INCOME	2,808.26	(11,628.49)	677,000.00	688,628.49	(1.7)
TOTAL FUND REVENUE	80,443.68	1,103,247.23	2,969,627.00	1,866,379.77	37.2

TOWN OF ALPINE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING MARCH 31, 2024

WASTEWATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
ADMINISTRATION					
52-42-110 ADMIN SALARIES & WAGES	3,819.91	11,198.85	.00 (11,198.85)	.0
52-42-210 ADMIN PAYROLL TAXES	281.60	822.51	.00 (822.51)	.0
52-42-220 ADMIN MEDICAL BENEFITS	627.70	1,647.71	.00 (1,647.71)	.0
52-42-230 ADMIN RETIRMENT	9.00	1,382.97	.00 (1,382.97)	.0
52-42-315 PROFESSIONAL SERVICES	275.00	21,655.64	50,000.00	28,344.36	43.3
52-42-375 BAD DEBT	.00	97,458.32	.00 (97,458.32)	.0
52-42-380 INSURANCE	.00	17,283.58	17,000.00 (283.58)	101.7
52-42-410 OFFICE & MISCELLANEOUS	276.33	3,902.37	10,000.00	6,097.63	39.0
TOTAL ADMINISTRATION	5,289.54	155,351.95	77,000.00 (78,351.95)	201.8
COLLECTIONS					
52-82-110 COLLECTIONS SALARIES & WAGES	1,589.32	2,581.46	.00 (2,581.46)	.0
52-82-210 COLLECTIONS PAYROLL TAXES	117.82	190.25	.00 (190.25)	.0
52-82-220 COLLECTIONS MEDICAL BENEFITS	292.24	266.39	.00 (266.39)	.0
52-82-230 COLLECTIONS RETIREMENT	285.15	442.51	.00 (442.51)	.0
52-82-300 MISC EXPENSE	1,124.10	1,124.10	.00 (1,124.10)	.0
52-82-315 PROFESSIONAL SERVICES	.00	25,515.45	20,000.00 (5,515.45)	127.6
52-82-332 REPAIRS & MAINTENANCE	(2,220.74)	(16,547.17)	.00	16,547.17	.0
52-82-390 TRAVEL/EDUC./TRAINING	.00	97.45	.00 (97.45)	.0
52-82-420 OPS PARTS & SUPPLIES	.00	1,818.70	.00 (1,818.70)	.0
52-82-454 UTILITIES	524.74	1,893.26	.00 (1,893.26)	.0
52-82-455 FUEL	371.44	371.44	.00 (371.44)	.0
52-82-800 DEPRECIATION EXPENSE	.00	48,000.00	120,000.00	72,000.00	40.0
TOTAL COLLECTIONS	2,084.07	65,753.84	140,000.00	74,246.16	47.0
PRE-TREATMENT					
52-83-110 PRE- TREATMENT S & W	2,244.54	2,413.88	.00 (2,413.88)	.0
52-83-210 PRE- TREATMENT PAYROLL TAXES	170.57	183.07	.00 (183.07)	.0
52-83-220 PRE-TREATMENT MEDICAL BENEFITS	82.19	119.75	.00 (119.75)	.0
52-83-230 PRE- TREATMENT RETIREMENT	363.05	394.58	.00 (394.58)	.0
52-83-300 MISC EXPENSE	60.00	180.00	.00 (180.00)	.0
52-83-315 PROFESSIONAL SERVICES	2,475.00	16,947.50	.00 (16,947.50)	.0
52-83-332 REPAIRS & MAINTENANCE	.00	46.53	.00 (46.53)	.0
52-83-335 SOFTWARE AND IT	144.95	1,056.90	.00 (1,056.90)	.0
52-83-454 UTILITIES	.00	900.03	.00 (900.03)	.0
TOTAL PRE-TREATMENT	5,540.30	22,242.24	.00 (22,242.24)	.0

TOWN OF ALPINE
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 9 MONTHS ENDING MARCH 31, 2024

WASTEWATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>WWTP</u>					
52-84-110 WWTP SALARIES & WAGES	12,207.61	126,648.56	265,000.00	138,351.44	47.8
52-84-210 WWTP PAYROLL TAXES	915.70	1,559.37	.00	(1,559.37)	.0
52-84-220 WWTP MEDICAL BENEFITS	1,292.90	2,029.39	.00	(2,029.39)	.0
52-84-230 WWTP RETIREMENT	1,080.05	2,639.48	.00	(2,639.48)	.0
52-84-300 MISC EXPENSE	321.46	573.35	.00	(573.35)	.0
52-84-315 PROFESSIONAL SERVICES	759.00	3,260.50	.00	(3,260.50)	.0
52-84-318 SLUDGE HAULING/DISPOSAL	14,161.15	29,408.07	.00	(29,408.07)	.0
52-84-320 TESTING	12.22	(1,120.28)	1,000.00	2,120.28	(112.0)
52-84-332 REPAIRS & MAINTENANCE	50,262.33	97,180.66	82,000.00	(15,180.66)	118.5
52-84-335 SOFTWARE AND IT	732.00	1,458.00	.00	(1,458.00)	.0
52-84-390 TRAVEL/EDUC./TRAINING	365.67	2,452.63	3,000.00	547.37	81.8
52-84-420 OPS PARTS & SUPPLIES	10,904.41	64,070.11	30,000.00	(34,070.11)	213.6
52-84-454 UTILITIES	5,819.46	42,580.75	80,000.00	37,419.25	53.2
TOTAL WWTP	98,833.96	372,740.59	461,000.00	88,259.41	80.9
<u>CAPITAL OUTLAY</u>					
52-90-540 WW CAPITAL OUTLAY	.00	1,411,346.00	2,103,070.20	691,724.20	67.1
52-90-541 PRE-TREATMENT PROJECT	7,750.80	8,765.80	.00	(8,765.80)	.0
TOTAL CAPITAL OUTLAY	7,750.80	1,420,111.80	2,103,070.20	682,958.40	67.5
<u>DEBT SERVICE</u>					
52-95-620 DEBT SERVICE PRINCIPAL	.00	129,368.88	124,000.00	(5,368.88)	104.3
52-95-630 DEBT SERVICE INTEREST	.00	58,377.52	64,000.00	5,622.48	91.2
TOTAL DEBT SERVICE	.00	187,746.40	188,000.00	253.60	99.9
TOTAL FUND EXPENDITURES	119,498.67	2,223,946.82	2,969,070.20	745,123.38	74.9
NET REVENUE OVER EXPENDITURES	(39,054.99)	(1,120,699.59)	556.80	1,121,256.39	(20127)

TOWN OF ALPINE
 COMBINED CASH INVESTMENT
 FEBRUARY 29, 2024

COMBINED CASH ACCOUNTS

01-10001	PETTY CASH	99.54
01-10002	CHECKING/1ST BANK-0919	1,606,330.02
01-10005	ALPINE MOUNTAIN DAYS - RF	15,551.80
01-10006	XPRESS DEPOSIT ACCOUNT	14,878.08
01-10101	WATER CASH/CHECKING	448,378.20
01-10102	WATER CASH IN SAVINGS CONTINGE	41,602.14
01-10201	SEWER CASH IN BANK	301,101.21
01-10202	SEWER SAVINGS & RESERVES	120.82
01-10203	SEWER SAVINGS (1ST NATIONAL)	12,287.89
01-10205	SEWER RESERVE FOR REPLACEMENT	223,284.09
01-10301	UNDEPOSITED FUNDS	470,699.43
01-10302	RETURN CHECK	200.00
01-10750	UTILITY MANAGEMENT CASH CLEAR	15.98
01-10760	AR CASH CLEARING	(1,837.00)
01-10770	COURT CASH CLEARING	.00
01-11401	INVESTMENTS- CD	.00
01-11402	BANK OF ALPINE ARDA CD	80,172.56
01-11403	TOWN OF ALPINE CD - BOSV	17,824.81
01-11501	WATER WY CLASS 0002	630,280.68
01-11502	GENERAL WYOMING CLASS	113.85
01-11604	SEWER WYOMING CLASS 7208-8255	.00
01-11605	SEWER LPL CD SYCHRONY BANK	249,000.00
01-11606	SEWER LPL STATE BANK CD	200,000.00
01-11607	WW LPL SWEEP CASH	2,102.51
01-11608	SEWER WY CLASS UNREALIZED	(27,139.72)
	TOTAL COMBINED CASH	4,284,866.89
01-20100	ACCOUNTS PAYABLE	.00
01-10000	CASH ALLOCATED TO OTHER FUNDS	(4,284,866.89)
	TOTAL UNALLOCATED CASH	.00

CASH ALLOCATION RECONCILIATION

10	ALLOCATION TO GENERAL FUND	2,413,292.75
51	ALLOCATION TO WATER FUND	1,059,750.07
52	ALLOCATION TO WASTEWATER FUND	811,824.07
70	ALLOCATION TO GENERAL FIXED ASSETS	.00
80	ALLOCATION TO DEBT SERVICE FUND	.00
	TOTAL ALLOCATIONS TO OTHER FUNDS	4,284,866.89
	ALLOCATION FROM COMBINED CASH FUND - 01-10000	(4,284,866.89)
	ZERO PROOF IF ALLOCATIONS BALANCE	.00

TOWN OF ALPINE
REVENUES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING FEBRUARY 29, 2024

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>TAX REVENUE</u>					
10-31-100 PROPERTY TAX	8,488.13	134,175.88	180,000.00	45,824.12	74.5
10-31-110 MOTOR VEHICLE TAX	.00	64,339.87	60,000.00	(4,339.87)	107.2
10-31-200 BASIC SALES & USE TAX	41,139.47	404,358.50	370,000.00	(34,358.50)	109.3
10-31-210 LOCAL OPTIONS SALES & USE TAX	(40,121.32)	199,227.70	205,000.00	5,772.30	97.2
10-31-220 GAS TAX	2,616.91	29,399.17	50,000.00	20,600.83	58.8
10-31-225 SPECIAL FUELS TAX	1,091.94	2,062.44	.00	(2,062.44)	.0
10-31-230 CIG. TAX	596.42	6,691.01	11,000.00	4,308.99	60.8
10-31-235 LODGING TAX	1,021.47	235,806.10	.00	(235,806.10)	.0
10-31-240 FRANCHISE TAX	191.06	15,002.17	14,000.00	(1,002.17)	107.2
10-31-250 SEVERANCE TAX	.00	11,699.22	43,000.00	31,300.78	27.2
10-31-260 MINERAL ROYALTIES	.00	71,165.88	97,000.00	25,834.12	73.4
10-31-270 DIRECT DISTRIBUTION	.00	259,234.64	259,000.00	(234.64)	100.1
TOTAL TAX REVENUE	15,024.08	1,433,162.58	1,289,000.00	(144,162.58)	111.2
<u>LICENSES AND PERMITS</u>					
10-32-100 BUSINESS LICENSE	775.00	17,370.00	18,000.00	630.00	96.5
10-32-110 LIQUOR LICENSE	150.00	7,300.00	8,000.00	700.00	91.3
10-32-120 BUILDING PERMITS	3,903.20	20,322.70	35,000.00	14,677.30	58.1
10-32-130 DOG & CAT LICENSE	.00	30.00	400.00	370.00	7.5
TOTAL LICENSES AND PERMITS	4,828.20	45,022.70	61,400.00	16,377.30	73.3
<u>CHARGES FOR SERVICES</u>					
10-33-100 RENTS	45,953.22	142,710.32	217,000.00	74,289.68	65.8
10-33-110 NOT., FAX, COPIES, ETC.	.00	244.83	10.00	(234.83)	2448.3
10-33-120 UTILITIES	.00	.00	1,500.00	1,500.00	.0
10-33-125 VISITOR CENTER REVENUE	1,381.00	14,283.98	35,000.00	20,716.02	40.8
10-33-130 EVENTS REVENUE	4,058.00	4,058.00	.00	(4,058.00)	.0
TOTAL CHARGES FOR SERVICES	51,392.22	161,297.13	253,510.00	92,212.87	63.6
<u>INTERGOVERNMENTAL REVENUE</u>					
10-34-100 LOTTERY	.00	8,507.46	17,000.00	8,492.54	50.0
10-34-200 GRANT INCOME	80,100.40	733,035.32	1,059,000.00	325,964.68	69.2
TOTAL INTERGOVERNMENTAL REVENUE	80,100.40	741,542.78	1,076,000.00	334,457.22	68.9
<u>FINES & PENALTIES</u>					
10-35-100 CITATIONS	215.00	920.00	1,000.00	80.00	92.0
TOTAL FINES & PENALTIES	215.00	920.00	1,000.00	80.00	92.0

**TOWN OF ALPINE
REVENUES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING FEBRUARY 29, 2024**

GENERAL FUND

		<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>UNEARNED</u>	<u>PCNT</u>
<u>OTHER REVENUE</u>						
10-38-100	INTEREST INCOME	6,558.11	42,192.85	4,000.00	(38,192.85)	1054.8
10-38-200	CONTRIBUTIONS	2,042.00	22,189.00	.00	(22,189.00)	.0
10-38-700	LOAN PROCEEDS	.00	.00	210,000.00	210,000.00	.0
10-38-800	OTHER INCOME	.00	(47.85)	.00	47.85	.0
10-38-900	PROCEEDS FROM ASSET SALES	.00	.00	30,000.00	30,000.00	.0
	TOTAL OTHER REVENUE	<u>8,600.11</u>	<u>64,334.00</u>	<u>244,000.00</u>	<u>179,666.00</u>	<u>26.4</u>
	TOTAL FUND REVENUE	<u>160,160.01</u>	<u>2,446,279.19</u>	<u>2,924,910.00</u>	<u>478,630.81</u>	<u>83.6</u>

TOWN OF ALPINE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING FEBRUARY 29, 2024

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>MAYOR & COUNCIL</u>					
10-41-110 ELECTED OFFICER SALARIES	3,369.24	19,967.36	35,000.00	15,032.64	57.1
10-41-210 PAYROLL TAXES	207.63	316.36	.00	(316.36)	.0
10-41-220 HEALTH INSURANCE	1,835.17	2,365.97	.00	(2,365.97)	.0
TOTAL MAYOR & COUNCIL	5,412.04	22,649.69	35,000.00	12,350.31	64.7
<u>ADMINISTRATION</u>					
10-42-110 ADMIN SALAIRES	14,477.83	188,139.64	260,000.00	71,860.36	72.4
10-42-210 ADMIN-PAYROLL TAXES	1,123.14	23,008.63	.00	(23,008.63)	.0
10-42-220 ADMIN MEDICAL BENEFITS	3,454.12	31,858.12	.00	(31,858.12)	.0
10-42-230 ADMIN RETIREMENT	4,915.75	39,855.54	.00	(39,855.54)	.0
10-42-240 ADMIN HUMAN RESOURCES	237.96	1,161.23	.00	(1,161.23)	.0
10-42-314 WEBSITE	.00	9,071.03	20,000.00	10,928.97	45.4
10-42-315 PROFESSIONAL SERVICES	13,109.08	83,625.52	110,000.00	26,374.48	76.0
10-42-325 LEASE & RENT	.00	1,735.21	6,000.00	4,264.79	28.9
10-42-335 SOFTWARE AND IT	4,975.54	8,632.50	.00	(8,632.50)	.0
10-42-340 TELEPHONE/FAX	.00	1,785.39	8,000.00	6,214.61	22.3
10-42-345 OFFICE EQUIPMENT	757.08	1,034.40	.00	(1,034.40)	.0
10-42-350 ADVERTISING	1,148.75	5,365.34	5,000.00	(365.34)	107.3
10-42-360 DUES & MEMBERSHIPS	.00	5,360.54	4,800.00	(560.54)	111.7
10-42-370 MERCHANT FEES/BANK CHARGES	1,103.62	4,806.45	5,000.00	193.55	96.1
10-42-380 LIABILITY POOL INSURANCE	.00	4,337.00	.00	(4,337.00)	.0
10-42-381 OTHER INSURANCE	.00	3,138.85	13,000.00	9,861.15	24.2
10-42-390 ADMIN EDUCATION & TRAINING	27.60	106.10	2,000.00	1,893.90	5.3
10-42-395 ADMIN TRAVEL	.00	3,137.50	5,000.00	1,862.50	62.8
10-42-405 ADMIN POSTAGE	409.81	419.46	.00	(419.46)	.0
10-42-410 ADMIN OFFICE SUPPLIES	1,014.54	25,036.82	35,000.00	9,963.18	71.5
10-42-415 OTHER EXPENSES	223.99	(2,711.27)	.00	2,711.27	.0
TOTAL ADMINISTRATION	46,978.81	438,904.00	473,800.00	34,896.00	92.6
<u>COURT</u>					
10-45-100 JUDGE SALARY	.00	2,016.00	5,000.00	2,984.00	40.3
10-45-311 COURT LEGAL & PROFESSIONAL	968.25	2,787.00	5,000.00	2,213.00	55.7
10-45-335 COURT IT	75.00	75.00	.00	(75.00)	.0
10-45-395 COUT RTRAINING & TRAVEL EXP	.00	56.15	.00	(56.15)	.0
10-45-410 COURT OFFICE SUPPLIES - POST	.00	.00	200.00	200.00	.0
10-45-411 COURT SOFTWARE	.00	551.77	.00	(551.77)	.0
TOTAL COURT	1,043.25	5,485.92	10,200.00	4,714.08	53.8

TOWN OF ALPINE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING FEBRUARY 29, 2024

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
PLANNING & ZONING					
10-50-110 P & Z WAGES	6,069.88	28,967.15	122,000.00	93,032.85	23.7
10-50-120 P & Z UTILITIES	402.95	688.13	.00	(688.13)	.0
10-50-210 P & Z PAYROLL TAXES	473.26	740.12	.00	(740.12)	.0
10-50-220 P & Z MEDICAL BENEFITS	1,204.09	1,181.86	.00	(1,181.86)	.0
10-50-230 P & Z RETIREMENT	1,588.34	1,375.60	.00	(1,375.60)	.0
10-50-331 P & Z LEGAL & PROFESSIONAL	2,980.00	5,172.50	.00	(5,172.50)	.0
10-50-335 P & Z IT	50.00	50.00	.00	(50.00)	.0
10-50-395 P & Z TRAINING & TRAVEL	160.00	160.00	.00	(160.00)	.0
10-50-397 P & Z MILEAGE	65.05	65.05	.00	(65.05)	.0
10-50-410 P & Z OFFICE SUPPLIES & STAMPS	354.95	3,844.58	.00	(3,844.58)	.0
10-50-411 P & Z SOFTWARE	462.00	462.00	.00	(462.00)	.0
TOTAL PLANNING & ZONING	13,810.52	42,706.99	122,000.00	79,293.01	35.0
INFORMATION CENTER					
10-52-110 INFORMATION CENTER S & W	2,828.52	2,828.52	.00	(2,828.52)	.0
10-52-210 INFO CENTER - PAYROLL TAXES	199.78	199.78	.00	(199.78)	.0
10-52-220 INFO CENTER - MEDICAL BENEFITS	513.80	411.04	.00	(411.04)	.0
10-52-230 INFORMATION CENTER RETIREMENT	526.67	526.67	.00	(526.67)	.0
10-52-335 SOFTWARE AND IT	550.00	550.00	.00	(550.00)	.0
10-52-410 INFORMATION CENTER SUPPLIES	.00	4,119.33	2,000.00	(2,119.33)	206.0
10-52-451 INFORMATION CENTER COGS	154.00	2,439.81	.00	(2,439.81)	.0
10-52-452 UTILITIES	37.71	37.71	.00	(37.71)	.0
TOTAL INFORMATION CENTER	4,810.48	11,112.86	2,000.00	(9,112.86)	555.6
STREETS					
10-54-110 STREETS SALARY & WAGES	11,747.06	45,506.76	275,000.00	229,493.24	16.6
10-54-111 SNOW REMOVAL SALARY & WAGES	7,729.85	7,729.85	.00	(7,729.85)	.0
10-54-210 STREETS PAYROLL TAXES	1,519.81	1,779.59	.00	(1,779.59)	.0
10-54-220 STREETS MEDICAL BENIFITS	941.29	915.60	.00	(915.60)	.0
10-54-230 STREETS RETIREMENT	3,895.17	4,132.91	.00	(4,132.91)	.0
10-54-333 REPAIRS & MAINT. - STREETS	141.37	35,518.12	75,000.00	39,481.88	47.4
10-54-334 REPAIRS & MAINT. - SNOW REMOVA	770.82	859.44	.00	(859.44)	.0
10-54-350 STREETS EQUIPMENT R & M	191.89	13,312.19	.00	(13,312.19)	.0
10-54-351 SNOW REMOVAL EQUIPMENT R & M	5,312.41	6,907.26	.00	(6,907.26)	.0
10-54-410 OPS SUPPLIES - STREETS	.00	4,407.78	10,750.00	6,342.22	41.0
10-54-411 OPS SUPPLIES - SNOW REMOVAL	662.77	1,302.88	60,000.00	58,697.12	2.2
10-54-445 STREETS SIGNS	.00	2,046.45	.00	(2,046.45)	.0
10-54-454 FUEL - STREETS	.00	4,061.44	.00	(4,061.44)	.0
10-54-455 FUEL - SNOW REMOVAL	2,875.90	5,766.48	.00	(5,766.48)	.0
TOTAL STREETS	35,788.34	134,246.75	420,750.00	286,503.25	31.9

TOWN OF ALPINE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING FEBRUARY 29, 2024

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
LAW ENFORCEMENT					
10-56-110	CODE ENFORCEMENT SALARY	996.00	13,533.60	35,000.00	21,466.40 38.7
10-56-210	CODES PAYROLL TAXES	76.19	465.58	.00 (465.58) .0
10-56-230	CODES RETIREMENT	500.00	472.07	.00 (472.07) .0
10-56-319	COUNTY OFFICER CONTRACT & COMM	701.50	51,063.00	79,320.00	28,257.00 64.4
10-56-410	CODES OFFICE SUPPLIES	.00	39.98	.00 (39.98) .0
10-56-452	CODES UTILITIES	117.77	240.29	1,000.00	759.71 24.0
10-56-454	CODES FUEL & MILEAGE	.00	128.86	.00 (128.86) .0
	TOTAL LAW ENFORCEMENT	2,391.46	65,943.38	115,320.00	49,376.62 57.2
FACILITIES					
10-58-110	FACILITIES SALARY & WAGES	437.25	620.65	.00 (620.65) .0
10-58-210	FACILITIES - PAYROLL TAX	32.65	46.69	.00 (46.69) .0
10-58-220	FACILITIES - MEDICAL BENEFITS	3.91	3.91	.00 (3.91) .0
10-58-230	FACILITIES - RETIREMENT	90.78	101.88	.00 (101.88) .0
10-58-330	FACILITIES - TOWN HALL R & M	(6,881.84)	2,323.28	1,000.00 (1,323.28) 232.3
10-58-332	FACILITIES - C.C. R & M	63.88	7,758.12	40,000.00	32,241.88 19.4
10-58-334	FACILITIES - SHOP R & M	485.52	954.28	.00 (954.28) .0
10-58-335	FACILITIES SOFTWARE AND IT	150.00	150.00	.00 (150.00) .0
10-58-336	FACILITIES - MC BLDG R & M	13.82	373.82	.00 (373.82) .0
10-58-360	FACILITIES - CDC R & M	.00	11,092.02	.00 (11,092.02) .0
10-58-380	FACILITIES - RENTAL SIDE OF TH	316.16	316.16	.00 (316.16) .0
10-58-410	SHOP SUPPLIES	67.50	67.50	.00 (67.50) .0
10-58-450	FACILITIES - T.H. UTILITIES	540.15	3,042.93	6,000.00	2,957.07 50.7
10-58-452	FACILITIES - C.C. UTILITIES	2,024.21	12,196.57	18,000.00	5,803.43 67.8
10-58-454	FACILITIES - SHOP UTILITIES	1,887.99	7,297.15	20,000.00	12,702.85 36.5
10-58-456	FACILITIES - MC UTILITIES	232.10	2,151.69	.00 (2,151.69) .0
	TOTAL FACILITIES	(535.92)	48,496.65	85,000.00	36,503.35 57.1
PARKS					
10-65-110	PARKS SALARIES & WAGES	.00	17,174.32	66,000.00	48,825.68 26.0
10-65-210	PARKS PAYROLL TAXES	.00	308.49	.00 (308.49) .0
10-65-332	PARKS REPAIRS & MAINT.	.00	35,134.95	30,000.00 (5,134.95) 117.1
10-65-450	PARKS - VEHICLES, TOOLS, & EQU	.00	110.25	.00 (110.25) .0
10-65-452	PARKS UTILITIES	1,068.59	9,265.04	11,000.00	1,734.96 84.2
10-65-454	PARKS FUEL	.00	591.13	2,500.00	1,908.87 23.7
	TOTAL PARKS	1,068.59	62,584.18	109,500.00	46,915.82 57.2

TOWN OF ALPINE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING FEBRUARY 29, 2024

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>EVENTS</u>					
10-66-420 RECREATION BOARD EXPENSES	.00	25,656.33	15,000.00	(10,656.33)	171.0
10-66-421 4TH OF JULY EXPENSES	.00	15,700.00	17,500.00	1,800.00	89.7
10-66-422 CHRISTMAS LIGHT EXPENSES	527.06	2,513.28	.00	(2,513.28)	.0
10-66-423 PUMPKIN PATCH EXPENSES	.00	743.70	500.00	(243.70)	148.7
10-66-424 TRUNK OR TREAT EXPENSES	.00	.00	250.00	250.00	.0
10-66-425 SANTA EXPENSES	.00	140.38	1,500.00	1,359.62	9.4
10-66-426 WINTER JUBILEE EXPENSES	226.94	526.94	1,000.00	473.06	52.7
10-66-427 DOG SLED RACE EXPENSES	93.29	93.29	.00	(93.29)	.0
10-66-428 EASTER EGG HUNT EXPENSES	.00	.00	1,500.00	1,500.00	.0
10-66-430 MOUNTAIN DAYS EXPENSES	1,200.00	1,200.00	500.00	(700.00)	240.0
10-66-450 OTHER EVENTS EXPENSES	.00	.00	36,500.00	36,500.00	.0
TOTAL EVENTS	2,047.29	46,573.92	74,250.00	27,676.08	62.7
<u>BUSINESS & COMMUNITY DEV</u>					
10-70-315 BUSINESS & COMMUNITY DEVELOPME	1,001.27	13,432.19	32,250.00	18,817.81	41.7
TOTAL BUSINESS & COMMUNITY DEV	1,001.27	13,432.19	32,250.00	18,817.81	41.7
<u>CAPITAL OUTLAY</u>					
10-90-540 CAPITAL EXPENDITURES	.00	337,089.47	1,360,000.00	1,022,910.53	24.8
TOTAL CAPITAL OUTLAY	.00	337,089.47	1,360,000.00	1,022,910.53	24.8
<u>DEBT SERVICE</u>					
10-95-620 DEBT SERVICE LOAN PRINCIPAL	2,013.30	163,056.19	220,000.00	56,943.81	74.1
10-95-630 DEBT SERVICE LOAN INTEREST	523.77	38,281.90	60,000.00	21,718.10	63.8
TOTAL DEBT SERVICE	2,537.07	201,338.09	280,000.00	78,661.91	71.9
TOTAL FUND EXPENDITURES	116,353.20	1,430,564.09	3,120,070.00	1,689,505.91	45.9
NET REVENUE OVER EXPENDITURES	43,806.81	1,015,715.10	(195,160.00)	(1,210,875.10)	520.5

TOWN OF ALPINE
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 8 MONTHS ENDING FEBRUARY 29, 2024

WATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>OPERATING REVENUE</u>					
51-33-100 WATER USAGE FEES	36,337.12	345,909.76	509,000.00	163,090.24	68.0
51-33-120 TRANSFER FEES	(28.69)	435.51	5,000.00	4,564.49	8.7
51-33-200 DISCONNECT/RECONNECT FEES	(7.47)	8.49	.00	(8.49)	.0
51-33-400 CONNECTION FEES	.00	37,710.00	29,000.00	(8,710.00)	130.0
TOTAL OPERATING REVENUE	36,300.96	384,063.76	543,000.00	158,936.24	70.7
<u>GRANT INCOME</u>					
51-34-100 GRANT REVENUE	.00	.00	470,100.00	470,100.00	.0
51-34-200 LOAN PROCEEDS	.00	.00	315,000.00	315,000.00	.0
TOTAL GRANT INCOME	.00	.00	785,100.00	785,100.00	.0
<u>OTHER INCOME</u>					
51-38-300 MISC. INCOME	.00	(8,071.39)	.00	8,071.39	.0
51-38-310 INTEREST INCOME	517.44	22,178.28	5,000.00	(17,178.28)	443.6
TOTAL OTHER INCOME	517.44	14,106.89	5,000.00	(9,106.89)	282.1
TOTAL FUND REVENUE	36,818.40	398,170.65	1,333,100.00	934,929.35	29.9

TOWN OF ALPINE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING FEBRUARY 29, 2024

WATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>ADMINISTRATION</u>					
51-42-110 ADMIN SALARIES & WAGES	585.36	585.36	.00 (585.36)	.0
51-42-210 ADMIN PAYROLL TAXES	44.14	44.14	.00 (44.14)	.0
51-42-230 ADMIN RETIREMENT	109.00	109.00	.00 (109.00)	.0
51-42-315 ADMIN PROFESSIONAL SERVICES	3,331.25	20,095.74	35,000.00	14,904.26	57.4
51-42-370 BANK CHARGES	181.24	942.85	.00 (942.85)	.0
51-42-380 INSURANCE	18.24	7,748.64	.00 (7,748.64)	.0
51-42-395 TRAVEL	.00	322.22	3,000.00	2,677.78	10.7
51-42-405 POSTAGE	500.00	500.00	.00 (500.00)	.0
51-42-410 OFFICE & MISCELLANEOUS	.00	6,002.47	30,000.00	23,997.53	20.0
TOTAL ADMINISTRATION	4,769.23	36,350.42	68,000.00	31,649.58	53.5
<u>FIELD OPS</u>					
51-80-110 FO SALARIES & WAGES	4,368.90	148,276.14	170,000.00	21,723.86	87.2
51-80-210 FO PAYROLL TAXES	314.09	2,638.80	.00 (2,638.80)	.0
51-80-220 FO MEDICAL BENEFITS	3,023.61	3,787.89	.00 (3,787.89)	.0
51-80-230 FO RETIREMENT	1,186.92	4,661.18	.00 (4,661.18)	.0
51-80-320 TESTING	473.67	3,055.78	5,000.00	1,944.22	61.1
51-80-325 RENT	29,000.00	29,000.00	29,000.00	.00	100.0
51-80-332 REPAIRS & MAINTENACE	377.20	19,662.46	12,000.00 (7,662.46)	163.9
51-80-335 SOFTWARE AND IT	682.52	4,312.07	.00 (4,312.07)	.0
51-80-395 TRAVEL & EDUCATION	.00	409.98	.00 (409.98)	.0
51-80-420 OPERATION PARTS & SUPPLIES	(5,877.18)	85,750.85	140,000.00	54,249.15	61.3
51-80-430 CHEMICALS	1,100.00	1,100.00	15,000.00	13,900.00	7.3
51-80-452 UTILITIES (DISTRIBUTION)	1,771.18	24,304.95	45,000.00	20,695.05	54.0
51-80-454 FUEL	105.62	3,004.05	10,000.00	6,995.95	30.0
51-80-800 DEPRECIATION EXPENSE	.00	42,000.00	120,000.00	78,000.00	35.0
TOTAL FIELD OPS	36,526.53	371,964.15	546,000.00	174,035.85	68.1
<u>CAPITAL OUTLAY</u>					
51-90-540 CAPITAL OUTLAY	.00	30,680.57	833,500.00	802,819.43	3.7
TOTAL CAPITAL OUTLAY	.00	30,680.57	833,500.00	802,819.43	3.7
<u>DEBT SERVICE</u>					
51-95-620 PRINCIPAL REPAYMENTS	.00	23,429.68	29,000.00	5,570.32	80.8
51-95-630 INTEREST EXPENSE	.00	.00	35,000.00	35,000.00	.0
TOTAL DEBT SERVICE	.00	23,429.68	64,000.00	40,570.32	36.6
TOTAL FUND EXPENDITURES	41,295.76	462,424.82	1,511,500.00	1,049,075.18	30.6

TOWN OF ALPINE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING FEBRUARY 29, 2024

WATER FUND

	<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>UNEXPENDED</u>	<u>PCNT</u>
NET REVENUE OVER EXPENDITURES	(4,477.36)	(64,254.17)	(178,400.00)	(114,145.83)	(36.0)

TOWN OF ALPINE
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 8 MONTHS ENDING FEBRUARY 29, 2024

WASTEWATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>OPERATING REVENUE</u>					
52-33-100 MONTHLY SERVICE FEES	43,699.70	380,038.23	525,000.00	144,961.77	72.4
52-33-200 CONNECTION FEES	5,338.27	62,052.07	75,000.00	12,947.93	82.7
TOTAL OPERATING REVENUE	49,037.97	442,090.30	600,000.00	157,909.70	73.7
<u>GRANT INCOME</u>					
52-34-100 GRANT INCOME	.00	595,150.00	1,692,627.00	1,097,477.00	35.2
TOTAL GRANT INCOME	.00	595,150.00	1,692,627.00	1,097,477.00	35.2
<u>OTHER INCOME</u>					
52-38-100 INTEREST INCOME	1,111.19	11,952.80	10,000.00	(1,952.80)	119.5
52-38-200 MISC INCOME	(235.00)	2,070.16	667,000.00	664,929.84	.3
52-38-300 UNREALIZD GAIN/LOSS	.00	(28,459.71)	.00	28,459.71	.0
TOTAL OTHER INCOME	876.19	(14,436.75)	677,000.00	691,436.75	(2.1)
TOTAL FUND REVENUE	49,914.16	1,022,803.55	2,969,627.00	1,946,823.45	34.4

TOWN OF ALPINE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING FEBRUARY 29, 2024

WASTEWATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>ADMINISTRATION</u>					
52-42-110 ADMIN SALARIES & WAGES	2,764.55	7,378.94	.00	(7,378.94)	.0
52-42-210 ADMIN PAYROLL TAXES	202.75	540.91	.00	(540.91)	.0
52-42-220 ADMIN MEDICAL BENEFITS	855.49	1,020.01	.00	(1,020.01)	.0
52-42-230 ADMIN RETIRMENT	1,973.59	1,373.97	.00	(1,373.97)	.0
52-42-315 PROFESSIONAL SERVICES	10,417.50	21,380.64	50,000.00	28,619.36	42.8
52-42-375 BAD DEBT	.00	97,458.32	.00	(97,458.32)	.0
52-42-380 INSURANCE	.00	17,283.58	17,000.00	(283.58)	101.7
52-42-410 OFFICE & MISCELLANEOUS	.00	3,626.04	10,000.00	6,373.96	36.3
TOTAL ADMINISTRATION	16,213.88	150,062.41	77,000.00	(73,062.41)	194.9
<u>COLLECTIONS</u>					
52-82-110 COLLECTIONS SALARIES & WAGES	675.23	992.14	.00	(992.14)	.0
52-82-210 COLLECTIONS PAYROLL TAXES	48.19	72.43	.00	(72.43)	.0
52-82-220 COLLECTIONS MEDICAL BENEFITS	(25.85)	(25.85)	.00	25.85	.0
52-82-230 COLLECTIONS RETIREMENT	125.73	157.36	.00	(157.36)	.0
52-82-315 PROFESSIONAL SERVICES	565.00	25,515.45	20,000.00	(5,515.45)	127.6
52-82-332 REPAIRS & MAINTENANCE	(14,514.33)	(14,326.43)	.00	14,326.43	.0
52-82-390 TRAVEL/EDUC./TRAINING	.00	97.45	.00	(97.45)	.0
52-82-420 OPS PARTS & SUPPLIES	1,818.70	1,818.70	.00	(1,818.70)	.0
52-82-454 UTILITIES	797.48	1,368.52	.00	(1,368.52)	.0
52-82-800 DEPRECIATION EXPENSE	.00	48,000.00	120,000.00	72,000.00	40.0
TOTAL COLLECTIONS	(10,509.85)	63,669.77	140,000.00	76,330.23	45.5
<u>PRE-TREATMENT</u>					
52-83-110 PRE- TREATMENT S & W	169.34	169.34	.00	(169.34)	.0
52-83-210 PRE- TREATMENT PAYROLL TAXES	12.50	12.50	.00	(12.50)	.0
52-83-220 PRE-TREATMENT MEDICAL BENEFITS	37.56	37.56	.00	(37.56)	.0
52-83-230 PRE- TREATMENT RETIREMENT	31.53	31.53	.00	(31.53)	.0
52-83-300 MISC EXPENSE	.00	120.00	.00	(120.00)	.0
52-83-315 PROFESSIONAL SERVICES	8,872.50	14,472.50	.00	(14,472.50)	.0
52-83-332 REPAIRS & MAINTENANCE	46.53	46.53	.00	(46.53)	.0
52-83-335 SOFTWARE AND IT	307.18	911.95	.00	(911.95)	.0
52-83-454 UTILITIES	.00	900.03	.00	(900.03)	.0
TOTAL PRE-TREATMENT	9,477.14	16,701.94	.00	(16,701.94)	.0

TOWN OF ALPINE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING FEBRUARY 29, 2024

WASTEWATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>WWTP</u>					
52-84-110 WWTP SALARIES & WAGES	8,530.10	114,440.95	265,000.00	150,559.05	43.2
52-84-210 WWTP PAYROLL TAXES	643.67	643.67	.00	(643.67)	.0
52-84-220 WWTP MEDICAL BENEFITS	736.49	736.49	.00	(736.49)	.0
52-84-230 WWTP RETIREMENT	1,759.43	1,559.43	.00	(1,559.43)	.0
52-84-300 MISC EXPENSE	121.52	251.89	.00	(251.89)	.0
52-84-315 PROFESSIONAL SERVICES	1,555.00	2,501.50	.00	(2,501.50)	.0
52-84-318 SLUDGE HAULING/DISPOSAL	8,370.00	15,246.92	.00	(15,246.92)	.0
52-84-320 TESTING	.00	(1,132.50)	1,000.00	2,132.50	(113.3)
52-84-332 REPAIRS & MAINTENANCE	624.02	46,918.33	82,000.00	35,081.67	57.2
52-84-335 SOFTWARE AND IT	726.00	726.00	.00	(726.00)	.0
52-84-390 TRAVEL/EDUC./TRAINING	.00	2,086.96	3,000.00	913.04	69.6
52-84-420 OPS PARTS & SUPPLIES	4,893.57	53,165.70	30,000.00	(23,165.70)	177.2
52-84-454 UTILITIES	5,682.82	36,761.29	80,000.00	43,238.71	46.0
TOTAL WWTP	33,642.62	273,906.63	461,000.00	187,093.37	59.4
<u>CAPITAL OUTLAY</u>					
52-90-540 WW CAPITAL OUTLAY	.00	1,411,346.00	2,103,070.20	691,724.20	67.1
52-90-541 PRE-TREATMENT PROJECT	.00	1,015.00	.00	(1,015.00)	.0
TOTAL CAPITAL OUTLAY	.00	1,412,361.00	2,103,070.20	690,709.20	67.2
<u>DEBT SERVICE</u>					
52-95-620 DEBT SERVICE PRINCIPAL	.00	129,368.88	124,000.00	(5,368.88)	104.3
52-95-630 DEBT SERVICE INTEREST	.00	58,377.52	64,000.00	5,622.48	91.2
TOTAL DEBT SERVICE	.00	187,746.40	188,000.00	253.60	99.9
TOTAL FUND EXPENDITURES	48,823.79	2,104,448.15	2,969,070.20	864,822.05	70.9
NET REVENUE OVER EXPENDITURES	1,090.37	(1,081,644.60)	556.80	1,082,201.40	(19426)

Date Submitted March 26, 2024

ARPA GRANT NO. LG-1098

GRANT DRAFT REQUEST

TO: WYOMING STATE LOAN & INVESTMENT BOARD
OFFICE OF STATE LANDS & INVESTMENTS
122 WEST 25TH STREET, SUITE W103
HERSCHLER BUILDING
CHEYENNE, WYOMING 82002-0600

SLIB 100% LOCAL 0%

REQUESTED BY: Town of Alpine

PROJECT DESCRIPTION: Radio Read Water Meter System

Grant Draft Request # 2

	SLIB Amount	SLIB Amount of Engineering
A. Amount of Previous Requests Approved	\$ <u>7,577.50</u>	\$ <u>7,577.50</u>

(List and Attach Invoices Separately)			Total Invoice	SLIB Amount	SLIB Amount of Engineering
Company Name	Invoice #	Purchase Order Date or Service Dates			
Jorgensen Associates, Inc.	#52899	12/1/2023 - 12/31/2023	\$ 2,307.50	\$ 2,307.50	\$ 2,307.50
Jorgensen Associates, Inc.	#53135	1/1/2024 - 1/31/2024	\$ 7,145.00	\$ 7,145.00	\$ 7,145.00
Jorgensen Associates, Inc.	#53171	2/1/2024 - 02/17/2024	\$ 1,505.00	\$ 1,505.00	\$ 1,505.00

Attach separate sheet if needed

B. Current Request for Payment	\$ <u>10,957.50</u>	\$ <u>10,957.50</u>	\$ <u>10,957.50</u>
--------------------------------------	---------------------	---------------------	---------------------

C. Total Funds Approved to Date (A+B)	\$ <u>18,535.00</u>	\$ <u>18,535.00</u>
---	---------------------	---------------------

Office Use Only	
Prog. Manager / Designee Approval _____	Date _____
Date Range _____ to _____	\$ _____
Reference Page(s) _____	
Date Range _____ to _____	\$ _____
Reference Page(s) _____	

Engineering RECAP	
Amount of Engineering Approved for Project:	\$ <u>154,280.00</u>
Less Previously Requested	<u>7,577.50</u>
Less Current Request	<u>10,957.50</u>
Total Engineering Approved to Date	<u>18,535.00</u>
Balance of Engineering Undisbursed:	\$ <u>135,745.00</u>

Funding RECAP

D. Amount of Funds Approved for Project	\$ <u>771,400.00</u>
E. Less Funds Previously Requested (A)	\$ <u>7,577.50</u>
F. Less Current Request (B)	\$ <u>10,957.50</u>
G. Total Requests Approved to Date (E+F)	\$ <u>18,535.00</u>
H. Balance of Grant Funds Undisbursed (D-G)	\$ <u>752,865.00</u>

I hereby certify that the above requested funds by: Town of Alpine for the amount on Line B is a true and accurate request for funds from the WYOMING STATE LOAN & INVESTMENT BOARD. I certify, under penalty of perjury, that this voucher and the items included herein for payment are correct and just in all respects; and that this voucher is approved for payment.

NOTE: All Signatures Must be Original - Photocopy of facsimile Signatures are NOT Acceptable - Document will be Returned.

ATTEST: Christine Wagner, Deputy Clerk

BY: Eric Green, Mayor

Name of contact person for this Grant Draft Request: _____

Phone Number: 307-654-7757

E-mail Address: planning@alpinewy.gov



JORGENSEN

Jorgensen Associates, Inc
PO Box 9550
Jackson, WY 83002-9550
307-733-5150

Town of Alpine
Monica Chenault
P.O. Box 3070
Alpine, WY 83128

Invoice number 52899
Date 01/11/2024

Project 23001 Town of Alpine- Engineering

INVOICE

For the Billing Period December 01, 2023 to December 31, 2023.

Project Manager: Kevin J. Meagher

1 - WATER FUND

AMI RADIO READ METERS

Professional Services

	Hours	Rate	Billed Amount
GIS Specialist I	3.50	160.00	560.00
Design Engineer Tech I	9.50	115.00	1,092.50
Project Engineer I	1.25	150.00	187.50
Project Manager	2.75	170.00	467.50
Professional Services subtotal	17.00		2,307.50
AMI RADIO READ METERS-Phase subtotal			2,307.50

WATER MODEL AND GIS

Professional Services

	Hours	Rate	Billed Amount
Administrative Support	8.00	105.00	840.00
WATER MODEL AND GIS-Phase subtotal			840.00

MAINTENANCE PLAN

Professional Services

	Hours	Rate	Billed Amount
Administrative Support	1.75	105.00	183.75
MAINTENANCE PLAN-Phase subtotal			183.75

DEVELOPMENT AND BUILDING PERMITS

Professional Services

	Hours	Rate	Billed Amount
Design Engineer Tech I	8.75	115.00	1,006.25
Project Engineer I	0.50	150.00	75.00
Project Manager	3.25	170.00	552.50
Professional Services subtotal	12.50		1,633.75
DEVELOPMENT AND BUILDING PERMITS-Phase subtotal			1,633.75

own of Alpine
Project 23001 Town of Alpine - Engineering

1 - Water Fund subtotal

SEWER FUND

LEVEL IV CONTRACT OPERATOR

Professional Services

Project Engineer I
Project Manager

Consultant

Consultant
Alan D Svalberg

Hours	Rate	Billed Amount
0.75	150.00	112.50
6.50	170.00	1,105.00
7.25		1,217.50

Professional Services subtotal

Billed Amount
9,200.00
10,417.50

LEVEL IV CONTRACT OPERATOR-Phase subtotal

PRE-TREATMENT BUILDING OWNERS REP

Professional Services

Senior Project Manager

PRE-TREATMENT BUILDING OWNERS REP-Phase subtotal

Hours	Rate	Billed Amount
40.25	210.00	8,452.50

CAMBRIAN PRE-TREATMENT MEP DESIGN

Professional Services

Senior Project Manager

CAMBRIAN PRE-TREATMENT MEP DESIGN-Phase subtotal

Hours	Rate	Billed Amount
2.00	210.00	420.00

SEWER LINE MODEL AND GIS

Professional Services

Intern
Project Manager

SEWER LINE MODEL AND GIS-Phase subtotal

Hours	Rate	Billed Amount
6.25	70.00	437.50
0.75	170.00	127.50
7.00		565.00

Professional Services subtotal

MELVIN SLUDGE
Consultant

Consultant
JVA, Inc.

MELVIN SLUDGE-Phase subtotal
2 - Sewer Fund subtotal

Billed Amount
729.00
20,584.00

3 - GENERAL FUND

MASTER PLAN REVISION

Professional Services

Senior Project Manager

MASTER PLAN REVISION-Phase subtotal

Hours	Rate	Billed Amount
1.50	210.00	315.00

Section 5, Item.

19315

COUNCIL MEETINGS
Professional Services

Manager
Project Manager

Hours	Rate	Billed Amount
0.50	170.00	85.00
4.25	210.00	892.50
4.75		977.50

TOWN COUNCIL MEETINGS-Phase subtotal

COMMUNICATIONS WITH TOWN
Professional Services

Project Support
Manager
Project Engineer
Project Manager

Hours	Rate	Billed Amount
8.25	105.00	866.25
5.25	170.00	892.50
3.00	170.00	510.00
3.50	210.00	735.00
20.00		3,003.75

COMMUNICATIONS WITH TOWN-Phase subtotal

CAPITAL IMPROVEMENTS PLAN
Professional Services

Manager
Project Manager

Hours	Rate	Billed Amount
1.25	170.00	212.50
0.50	210.00	105.00
1.75		317.50

CAPITAL IMPROVEMENTS PLAN-Phase subtotal

3 - General Fund subtotal

Invoice total **30,162.75**

Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
01/11/2024	30,162.75	30,162.75				
Total	30,162.75	30,162.75	0.00	0.00	0.00	0.00

3674336100
08 13 -187



TOWN OF ALPINE

Section 5, Item.

250 River Circle
Alpine, WY 83128

Vendor Number: 1340

Invoice Date: 01/11/2024

Jorgensen Engineering
PO Box 9550
Jackson WY 83002

Total Invoice Amount: \$30,162.75

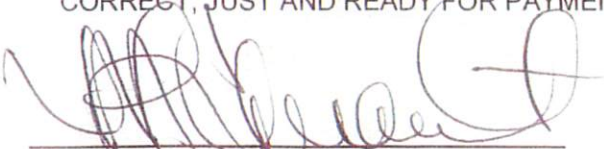
Date Paid: _____

Check No: _____

Department:

Description	GL Account	Amount
AMI Radio Read Meters	51-42-315	\$2,307.50
Water Model and GIS Phase Subtotal	51-42-315	\$840.00
Maintenance Plan	51-42-315	\$183.75
Level IV Contract Operator	52-42-315	\$10,417.50
Pre-Treatment Building Owners	52-83-315	\$8,452.50
Cambrian Pre-Treatment MEP Design	52-83-315	\$420.00
Sewer Line Model & GIS Phase	52-82-315	\$565.00
Melvin's Sludge	52-84-315	\$729.00
Master Plan Revision	10-42-315	\$315.00
Town Council Meetings	10-42-315	\$977.50
Communications with Town	10-42-315	\$3,003.75

I CERTIFY UNDER PENALTY OF PREJURY THAT
THIS VOUCHER AND ITEM(S) THEREIN ARE
CORRECT, JUST AND READY FOR PAYMENT.



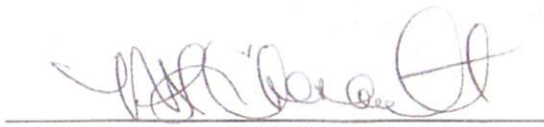
Department Head Signature



Entered by



Council Member Signature



Paid by

TOWN OF ALPINE

Section 5, Itemg.

250 River Circle
Alpine, WY 83128

Vendor Number: 1340

Jorgensen Engineering
PO Box 9550
Jackson WY 83002

Invoice Date: 01/11/2024

Total Invoice Amount: \$30,162.75


Date Paid: _____

Check No: _____

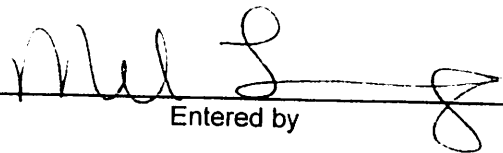
Department:

<u>Description</u>	<u>GL Account</u>	<u>Amount</u>
Capital Improvements Plan	10-42-315	\$317.50
Development and Building Permits	10-50-331	\$1,633.75

I CERTIFY UNDER PENALTY OF PREJURY THAT
THIS VOUCHER AND ITEM(S) THEREIN ARE
CORRECT, JUST AND READY FOR PAYMENT.




Department Head Signature



Entered by



Council Member Signature



Paid by

Vendor: 1340 Jorgensen Engineering

2/20/2024

Check No: 19315

Section 5, Itemg.

INVOICE #	INV DATE	DESCRIPTION	INV AMOUNT
52899	1/11/2024	AMI Radio Read Meters	30,162.75


TOTAL AMOUNT 30,162.75

DUPLICATE DLT104 USE WITH 91663 ENVELOPE Deluxe Corporation 1-800-328-0304 or www.deluxe.com/shop

D96NJE SLKDK01 05/20/2023 08:13 -187- 3674336100


Water Model and GIS Phase Subtotal	51-42-315	\$0.00
Maintenance Plan	51-42-315	\$183.75
Level IV Contract Operator	52-42-315	\$10,417.50
Pre-Treatment Building Owners	52-83-315	\$8,452.50
Cambrian Pre-Treatment MEP Design	52-83-315	\$420.00
Sewer Line Model & GIS Phase	52-82-315	\$565.00
Melvin's Sludge	52-84-315	\$729.00
Master Plan Revision	10-42-315	\$315.00
Town Council Meetings	10-42-315	\$977.50
Communications with Town	10-42-315	\$3,003.75

I CERTIFY UNDER PENALTY OF PREJURY THAT THIS VOUCHER AND ITEM(S) THEREIN ARE CORRECT, JUST AND READY FOR PAYMENT.


Department Head Signature


Entered by


Council Member Signature


Paid by



JORGENSEN

Jorgensen Associates, Inc
PO Box 9550
Jackson, WY 83002-9550
307-733-5150

Town of Alpine
Monica Chenault
P.O. Box 3070
Alpine, WY 83128

Invoice number 53135
Date 02/16/2024

Project **23001** Town of Alpine- Engineering

INVOICE

For the Billing Period January 01, 2024 to January 31, 2024.

Project Manager: Kevin J. Meagher

10-42-315-ADMINISTRATION

Professional Services

	Hours	Rate	Billed Amount
Administrative Support	11.75	110.00	1,292.50
CAD Tech II	1.50	150.00	225.00
Project Manager	13.75	185.00	2,543.75
Senior Project Manager	21.00	220.00	4,620.00
Principal Surveyor	0.50	255.00	127.50
Professional Services subtotal	48.50		8,808.75
Phase subtotal			8,808.75

10-50-331-PLANNING & ZONING

Professional Services

	Hours	Rate	Billed Amount
Administrative Support	23.75	110.00	2,612.50
Design Engineer Tech II	0.50	150.00	75.00
Project Manager	4.00	185.00	740.00
Senior Project Engineer	49.75	190.00	9,452.50
Senior Project Manager	4.00	220.00	880.00
Principal Engineer	0.50	265.00	132.50
Professional Services subtotal	82.50		13,892.50
Phase subtotal			13,892.50

51-90-545-RADIO READ (AMI PROJECT)

Professional Services

	Hours	Rate	Billed Amount
Water Operator - Level II	2.50	170.00	425.00
GIS Specialist I	17.75	160.00	2,840.00
Design Engineer Tech I	27.00	130.00	3,510.00

51-90-545-RADIO READ (AMI PROJECT)

Professional Services

	Hours	Rate	Billed Amount
Project Manager	2.00	185.00	370.00
Professional Services subtotal	49.25		7,145.00
Phase subtotal			7,145.00

51-42-315-WATER ADMINISTRATION

Professional Services

	Hours	Rate	Billed Amount
Water Operator - Level II	23.00	170.00	3,910.00
Design Engineer Tech II	2.00	150.00	300.00
Design Engineer Tech I	0.50	130.00	65.00
Intern	39.65	75.00	2,973.75
Project Manager	3.25	185.00	601.25
Senior Project Manager	4.75	220.00	1,045.00
Professional Services subtotal	73.15		8,895.00
Phase subtotal			8,895.00

52-42-315-SEWER ADMINISTRATION

Professional Services

	Hours	Rate	Billed Amount
Administrative Support	1.00	110.00	110.00

52-83-315-WASTE WATER- PRETREATMENT PLANT

Professional Services

	Hours	Rate	Billed Amount
Senior Project Manager	2.00	220.00	440.00

52-84-315-WASTE WATER- TREATMENT PLANT

Consultant

	Billed Amount
Consultant JVA, Inc.	534.00

52-90-541-WASTE WATER- PRETREATMENT PLANT (PROJECT)

Professional Services

	Hours	Rate	Billed Amount
Senior Project Manager	33.50	220.00	7,370.00

Reimbursable Expenses

	Billed Amount
Advertising - Legal	146.30
Vehicle Mileages	234.50
Reimbursable Expenses subtotal	380.80
Phase subtotal	7,750.80

Invoice total **47,576.05**

Aging Summary

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
53135	02/16/2024	47,576.05	47,576.05				
	Total	47,576.05	47,576.05	0.00	0.00	0.00	0.00

TOWN OF ALPINE

Section 5, Itemg.

250 River Circle
Alpine, WY 83128

Vendor Number: 1340

Invoice Date: 02/16/2024

Total Invoice Amount: \$47,576.05

Jorgensen Engineering
PO Box 9550
Jackson WY 83002

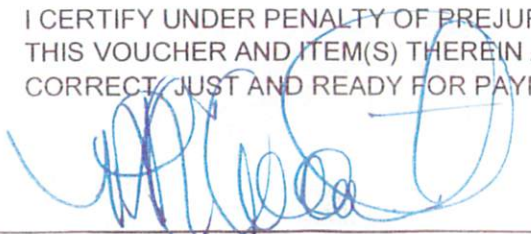
Date Paid: _____

Check No: _____

Department:

Description	GL Account	Amount
Professional Services	10-42-315 ✓	\$8,808.75
Professional Services	10-50-331 ✓	\$13,892.50
Professional Services Radio Read Meters	51-90-545 ✓	\$7,145.00
Professional Services - Water Admin	51-80-315 ✓	\$8,895.00
Professional Services - Sewer Admin	52-42-315 ✓	\$110.00
Professional Services - Wastewater Pre-Treatment Plant	52-83-315 ✓	\$440.00
Professional Services- WWTP	52-84-315 ✓	\$534.00
Professional Services - Wastewater Pre Treatment Plant Project	52-90-541 ✓	\$7,750.80

I CERTIFY UNDER PENALTY OF PERJURY THAT
THIS VOUCHER AND ITEM(S) THEREIN ARE
CORRECT, JUST AND READY FOR PAYMENT.




Department Head Signature



Entered by



Council Member Signature



Paid by

TOWN OF ALPINE

Section 5, Itemg.

250 River Circle
Alpine, WY 83128

Vendor Number: 1340

Invoice Date: 02/26/2024

Total Invoice Amount: \$20,280.00

Jorgensen Engineering
PO Box 9550
Jackson WY 83002

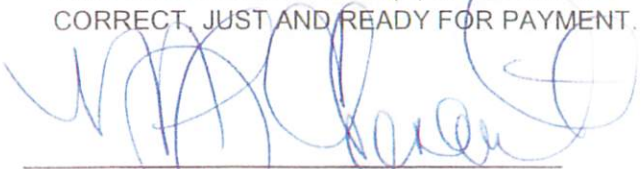
Date Paid: _____

Check No: _____


Department:

Description	GL Account	Amount
Professional Services	10-50-331	\$6,571.25
Professional Services	10-42-315	\$3,421.25
Professional Services Radio Read Meters	51-80-315	\$1,505.00
Professional Services - Field Operations	51-80-315	\$915.00
Professional Services - Water Admin	51-80-315	\$5,667.50
Professional Services - Sewer Admin	52-42-315	\$165.00
Professional Services - Wastewater Pre Treatment Plant Project	52-83-315	\$2,035.00

I CERTIFY UNDER PENALTY OF PREJURY THAT
THIS VOUCHER AND ITEM(S) THEREIN ARE
CORRECT, JUST AND READY FOR PAYMENT.



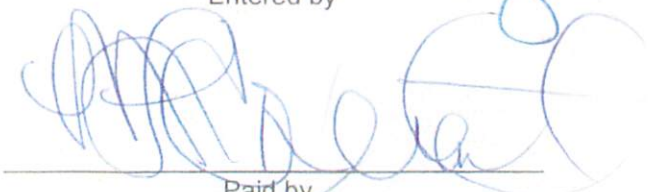
Department Head Signature



Entered by



Council Member Signature



Paid by



JORGENSEN

Jorgensen Associates, Inc
PO Box 9550
Jackson, WY 83002-9550
307-733-5150

Town of Alpine
Monica Chenault
P.O. Box 3070
Alpine, WY 83128

Invoice number 53171-revised
Date 02/26/2024

Project 23001 Town of Alpine- Engineering

INVOICE

For the Billing Period February 01, 2024 to February 17, 2024.

Project Manager: Kevin J. Meagher

10-42-315-ADMINISTRATION

Professional Services

	Hours	Rate	Billed Amount
Administrative Support	6.00	110.00	660.00
Project Manager	1.25	185.00	231.25
Senior Project Manager	11.50	220.00	2,530.00
Professional Services subtotal	18.75		3,421.25
Phase subtotal			3,421.25

10-50-331-PLANNING & ZONING

Professional Services

	Hours	Rate	Billed Amount
Administrative Support	2.00	110.00	220.00
Design Engineer Tech II	5.25	150.00	787.50
Project Manager	3.00	185.00	555.00
Senior Project Engineer	21.25	190.00	4,037.50
Principal Engineer	1.50	265.00	397.50
Principal Surveyor	2.25	255.00	573.75
Professional Services subtotal	35.25		6,571.25
Phase subtotal			6,571.25

51-90-545-RADIO READ (AMI PROJECT)

Professional Services

	Hours	Rate	Billed Amount
Water Operator - Level II	4.50	170.00	765.00
Project Manager	4.00	185.00	740.00
Professional Services subtotal	8.50		1,505.00
Phase subtotal			1,505.00

51-80-315-WATER- FIELD OPERATIONS (IN SYSTEM)

Professional Services

	Hours	Rate	Billed Amount
Water Operator - Level II	3.75	170.00	637.50
Project Manager	1.50	185.00	277.50
Professional Services subtotal	5.25		915.00
Phase subtotal			915.00

51-42-315-WATER ADMINISTRATION

Professional Services

	Hours	Rate	Billed Amount
Water Operator - Level II	14.00	170.00	2,380.00
Water Operator - Level I	8.75	105.00	918.75
Design Engineer Tech II	0.50	150.00	75.00
Design Engineer Tech I	4.50	130.00	585.00
Project Manager	7.75	185.00	1,433.75
Senior Project Manager	1.25	220.00	275.00
Professional Services subtotal	36.75		5,667.50
Phase subtotal			5,667.50

52-42-315-SEWER ADMINISTRATION

Professional Services

	Hours	Rate	Billed Amount
Senior Project Manager	0.75	220.00	165.00

52-90-541-WASTE WATER- PRETREATMENT PLANT (PROJECT)

Professional Services

	Hours	Rate	Billed Amount
Senior Project Manager	9.25	220.00	2,035.00

Invoice total 20,280.00

Aging Summary

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
53135	02/16/2024	47,576.05	47,576.05				
53171-revised	02/26/2024	20,280.00	20,280.00				
Total		67,856.05	67,856.05	0.00	0.00	0.00	0.00

TOWN OF ALPINE

19389

Vendor: 1340 Jorgensen Engineering

03/14/2024

Check No: 19388

INVOICE #	INV DATE	DESCRIPTION	INV AMOUNT
53135	02/16/2024	Professional Services	47,576.05
53171- REVIS	02/26/2024	Professional Services	20,280.00

TOTAL AMOUNT 67,856.05

PRODUCT DLT104 USE WITH 91663 ENVELOPE

Deluxe Corporation 1-800-328-0304 or www.deluxe.com/shop



3674336100



D95NJE SLKDK01 05/20/2023 08 13 -113-

APPLICATION and CERTIFICATE for PAYMENT

Pay Application Number: 3

Owner: The Town of Alpine, Wyoming

PO Box 3070
250 River Circle
Alpine, WY 83128

Engineer: Jorgensen Associates

PO Box 9550
1315 Hwy. 89, Suite 203
Jackson, WY 83002

Contractor: JL Concrete & Construction

PO Box 3377
Alpine, WY 83128

Application Date: 3/27/24

Contract for: Wastewater Pretreatment & Sludge Handling Plant Building
281 Buffalo Drive, Alpine, WY

CONTRACTOR'S APPLICATION for PAYMENT

Original Contract Sum: \$ 663,252.31
Net Change by Change Orders: \$ 126,587.39
Contract Sum To-Date: \$ 787,600.31

Previous Payments: \$ 345,414.24

Current Payment: \$ 126,587.39

Balance to Finish: \$ 315,598.68

The Undersigned Contractor certifies that to the best of the Contractor's Knowledge, Information and belief the Work covered in this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for Which previous Certificates for Payment were issued and Payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: JL Concrete & Construction

By: [Signature]
Signature of Contractor
State of: Wyoming
County of: Lincoln
Arizona
Maricopa

Date: 3/29/24

Subscribed and Sworn to before me this 29 day of March 2024

Notary Public: [Signature]
My commission Expires: 08/23/2027



ENGINEER'S CERTIFICATE for PAYMENT

In accordance with the Contract Documents, based on on-site observation and the data comprising this application, The Engineer certifies to the Owner that to the best of the Engineer's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED: \$ 126,587.39

Engineer: Kevin Meagher of Jorgensen Associates

By: [Signature]
Signature of Engineer

Date: 3/29/24

JL Concrete & Construction

PO Box 3377, Alpine, WY 83128

Schedule of Values

Wastewater Pretreatment & Sludge Handling Plant Building

Pay App. No - 3

Date - 3/27/25

<u>Line Item</u>	<u>Description</u>	<u>Cost</u>	<u>Previous Payments</u>	<u>This Application</u>	<u>Complete-to-Date</u>	<u>10% Retainage</u>	<u>% Complete</u>
GENERAL							
1	Mobilization	\$5,000.00	\$5,000.00	\$	\$5,000.00	\$500.00	100%
2	Contract Bond	\$2,000.00	\$	\$	\$2,000.00	\$200.00	100%
3	Force Account Work (T&M)	\$10,000.00	\$	\$	\$	\$	%
BUILDING CONSTRUCTION							
4	Wood Wall and Roof Framing	\$137,016.50	\$137,016.50	\$	\$137,016.50	\$13,701.65	100%
5	Doors, Garage Doors, Openers, Windows	\$25,467.00	\$25,467.00	\$	\$25,467.00	\$2,546.70	100%
6	Insulation and Membrane Barriers	\$25,000.00	\$25,000.00	\$	\$25,000.00	\$2,500.00	100%
7	Metal Siding	\$77,853.00	\$70,067.70	\$3,892.65	\$73,960.35	\$7,396.04	95%
8	Metal Roof System	\$56,700.00	\$53,865.00	\$2,835.00	\$56,700.00	\$5,670.00	100%
9	Roof Access Hatch	\$10,000.00	\$8,000.00	\$2,000.00	\$10,000.00	\$1,000.00	100%
10	Interior Walls and Finish Coatings	\$51,628.00	\$41,302.40	\$3,800.00	\$51,628.00	\$5,162.80	100%
11	Exterior Concrete Pads	\$19,000.00	\$	\$	\$	\$	%
12	Steel Bollards	\$2,400.00	\$1,200.00	\$	\$1,200.00	\$120.00	50%
MECHANICAL / HVAC							
13	Exhaust Fans	\$7,687.81	\$	\$	\$	\$	%
14	Intake Fans with Heaters and Ductwork	\$33,000.00	\$	\$	\$	\$	%
15	Tankless Water Heater	\$2,200.00	\$	\$	\$	\$	%
16	Emergency Shower/Eyewash	\$5,000.00	\$	\$	\$	\$	%
17	Potable Water Line and Taps	\$16,800.00	\$	\$	\$	\$	%
18	Water Meter / Backflow Preventer	\$1,000.00	\$	\$	\$	\$	%
19	Gas Monitor	\$3,000.00	\$	\$	\$	\$	%
ELECTRICAL							
20	Electrical Service	\$45,000.00	\$	\$45,000.00	\$45,000.00	\$4,500.00	100%
21	Electrical Distribution Panels	\$27,500.00	\$6,875.00	\$20,625.00	\$27,500.00	\$2,750.00	100%
22	Building Lighting	\$40,000.00	\$10,000.00	\$30,000.00	\$40,000.00	\$4,000.00	100%
23	Branch Circuits to Ex/Intake Fans & Duct Htrs	\$45,000.00	\$	\$22,500.00	\$22,500.00	\$2,250.00	50%
24	Electrical Outlets	\$10,000.00	\$	\$10,000.00	\$10,000.00	\$1,000.00	100%
25	Misc. Electrical Branch Circuits	\$5,000.00	\$	\$5,000.00	\$5,000.00	\$500.00	100%
CHANGE ORDERS							
26	#1 Generator Addition	\$369,675.00	\$	\$369,675.00	\$369,675.00	\$36,967.50	100%
27	#2 Direct Pay for Generator, ATS & Taxes	(\$243,327.00)	\$	(\$243,327.00)	(\$243,327.00)	(\$24,332.70)	100%
28	#3 Screen Room (pending)	\$0.00	\$	\$	\$	\$	%
29	#4	\$0.00	\$	\$	\$	\$	%
30	#5	\$0.00	\$	\$	\$	\$	%
CONTRACT TOTALS =		\$789,600.31	\$383,793.60	\$140,652.65	\$532,971.85	\$53,297.19	67%

This Payment Application = \$126,587.39

(This Application minus Retainage)

CONTRACTOR'S CONDITIONAL WAIVER AND LIEN RELEASE

Upon receipt by the undersigned company of a PROGRESS PAYMENT from the Town of Alpine (owner) in the sum of \$ 126,587.39 payable to **JL Concrete & Construction**, and when the check has been properly endorsed and paid by the bank upon which it is drawn, this document shall become effective to waive and release any mechanic's lien, stop notice or bond right the undersigned has on the job of the owner located at 281 Buffalo Drive, Alpine, Wyoming, up and through this date of 3/28/24, except that the waiver and release does not cover any retainage, items furnished after said date, or any unpaid change orders or disputed claims.

CONTRACTOR
JL Concrete & Construction

[Signature] President
(Signature) (Title)

Subscribed and sworn to me on this 28th Day of March, 2024

NOTARY:

[Signature]
Notary Public for the State of ~~Wyoming~~ Arizona
My commission Expires on: 08/23/2027





Town of Alpine Engineer’s Report to Town Council

Meeting Date: April 16, 2024
Submitted By: Kevin Meagher, Project Manager
Reviewed By: Vera Donovan, Project Assistant
Prepared On: April 11, 2024

SUMMARY OF TASKS COMPLETED TO DATE

1 – Water Fund

1. AMI Radio Read Project:
 - The propagation study has been revised and found that two gateway antennas will best serve the community, one being at the Town Shop, and one being at Ferry Peak Park.
 - Exterior vault inspections will continue pending access (snow covered). Plan documents and specifications are underway for the project as most of the inventory and work scope is defined.
2. Water Model and GIS:
 - No updates on water modeling.
 - Level I Water Master Plan should yield an updated model.
 - The online GIS portal is being used to help Midwest Assistance Program (MAP) develop the Town’s overall GIS database and import Lead and Copper inventory information.
3. Development Reviews:
 - Jorgensen recently reviewed the Lasher Town Homes submittal and submitted the review for consideration. Fire Flow information is pending.
 - The Extended Stay Project is under development review as additional information from the developer is gathered.
4. Mr. Corsi’s pulsating and air-entrained water issue:
 - Jorgensen, in concert with Town of Alpine staff, worked on the issue. Work will commence on the service line this spring.

2 – Sewer Fund

1. Pre-Treatment Building Update:

- Building construction
 - Permanent electrical power is installed.
 - Concrete aprons will be poured this Spring.
 - The electrician is waiting for the mechanical contractor to start so they can finish.
 - Mechanical contractor visited the site this week.
 - General Contractor's Pay App-3 was approved dispersed at the last Council meeting.
- Cambrian Innovation Equipment & Design Update
 - Electrical drawings code classification design issue has been approved by Wyoming DEQ, waiting on final signature. JVA Consultants has finished their control design; Rendezvous Engineering's sub-consultant has finished the room layout design; and KVA Engineering and Cambrian are reworking on final drawings now. Final design drawings will be issued to State Electrical and Wyoming DEQ. The cost of these drawings will be quoted and brought before the Council for consideration.

2. WWTP DEQ Permit Renewal:

- DEQ permit renewal was completed in early 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.
- Jorgensen provided MAP with the available GIS data.

4. Sewer and Water Geographical Information Mapping:

- Midwest Assistance Program (MAP) will provide paper and digital GIS Mapping services at no cost.
- Jorgensen provided maps from the Town's database for their use.

5. Snake River Junction Lift Station Generator:

- The Public Works Manager requested transfer of the funds needed for this generator installation to the Town.
- CoVelop sent a quote for the generator and the labor for transfer (\$67,029).
- The Town's lawyer is creating an agreement for the Town to accept the funds.
- CoVelop sent a copy of the signed agreement to the Town to be reviewed at the next Council meeting. If the Council approves, the Mayor can sign the agreement and CoVelop will send the Town a check.

3 – General Fund

1. Jorgensen has responded to emails and calls from town staff and has held internal meetings to coordinate the ongoing and new projects for the town. Additionally, Jorgensen attends Town Council meetings when requested and provides this monthly engineer's report.
2. Jorgensen reviewed the Annexation Documentation with the Town Staff last week and will condense the flow chart and input approximate times as well.
3. Jorgensen is working with the Town on the Wyoming Federal Lands Access Program application for Grey's River Road. Town plans to complete application but Jorgensen will assist with application as needed. April 30th is the deadline for application.
4. Jorgensen has reviewed water construction standards with Public Works and is reviewing the sewer standards. Road Standard development is ongoing. All new projects in Town will be required to adhere to these construction standards once they are approved by Council.
5. SPET 6-Cent Tax:
 - Jorgensen provided budgets for the following:
 - Complete Streets Green Belt pathway/sidewalk on South section of highway.
 - Riverwalk project – planning and design.
 - Civic Center Generator – adding miscellaneous items to generator quote.

Town of Alpine
Planning & Zoning



Chairman:

Melisa Wilson

Commission Members:

Susan Kolbas

Dan Schou

Mayor Green & Council Members;

**Recommendation for the Town of Alpine
to adopt the New Building & Development Fee Schedule**

The Planning and Zoning Commission met on Tuesday, April 9th, and as requested, they re-reviewed the current building fee schedule.

Upon additional review and additional discussion, as requested, the Commission would like to recommend that the Town Council re-consider and move forward with the revised attachment "A" Building and Development Fee Schedule rate increase proposal.

This revised attached would include the removal of the credit card requirement and be replaced with a building fee deposit in the amount of \$2,500.00. This deposit would be required for Commercial Building, Multi-Unit Residential Structures, Single Family Residential Structures, Garage Structures, Remodel and Addition Projects.

Mr. Dan Schou moved to send a recommendation to the Town Council for consideration and adoption of a 2024 Building and Development Fee increase (See Revised Attachment "A") as proposed. Ms. Susan Kolbas seconded the motion. Vote: 3 yes, 0 no, 0 abstain, 0 absent. Motion carried.

\$2,500.00

Deposit to be charged to all Commercial, Multi-Unit, Single Family, Addition, Remodel & Garage Projects

Credit Card Requirement to be removed from Ordinance.



REVISED ATTACHMENT "A"

**Town of Alpine Building & Development Fees
2024 Rate Increase Proposal**

Building Fees:

Base Rate

Price Per Sq. Ft.

Commercial Building:

~~\$1,200.00~~ **\$2,600.00** **PLUS** \$0.50/sq. ft.

Multi-Unit Residential:

~~\$750.00/unit~~ **\$1,500.00** **PLUS** \$0.50/sq. ft.

Single Family Residential:

(Garage with Primary Structure is included in 'SFR' Fee)

~~\$750.00~~ - **\$1,750.00** **PLUS** \$0.25/sq. ft.

KEEP

Re-Inspections:

Residential - (Fee per each re-inspection) -

~~\$100.00~~ - **\$450.00** **One (1) hr. minimum**

Commercial - (Fee per each re-inspection) -

~~\$100.00~~ - **\$750.00** **One (1) hr. minimum**

Other Permits:

Addition -

~~\$750.00~~ - **\$2,000.00** **PLUS** \$0.25/sq. ft.

Remodel -

~~\$750.00~~ - **\$1,350.00**

Garage - {Not Associated with "SFR" Structure} -

~~\$750.00~~ - **\$2,000.00** **PLUS** \$0.25/sq. ft.

Minor Construction Permit Fees:

~~\$250.00~~ - **\$750.00**

Affidavits:

Deck Affidavit -

~~\$200.00~~ - **\$300.00**

Fence Affidavit -

~~\$100.00~~ - **\$175.00**

Shed Affidavits - (Includes Greenhouses) -

~~\$200.00~~ - **\$250.00**

All Others -

~~\$200.00~~ - **\$250.00**

Extension Affidavit:

Extension of 1st Building Permit -

~~\$300.00~~ - **\$750.00**

Extension of 2nd Building Permit -

~~\$400.00~~ - **\$1,000.00**

Sign Permit Fees:

Wall/Canopy -

~~\$150.00~~ - **\$300.00**

Free Standing -

~~\$200.00~~ - **\$400.00**

Permanent Banners -

~~\$200.00~~ per Banner - **\$275.00**

Temporary Banners -

~~\$75.00~~ per Banner - **\$125.00**

(Must be removed 90 days from installation date)

Miscellaneous Permits:

Demolition Permit (not associated with new construction)

~~\$100.00~~ - **\$300.00**

Special Hearing by Planning & Zoning Commission

~~\$1,500.00~~ - **No Change**

Temporary Use Permit (90 Day Use Only)

~~\$500.00~~ - **\$750.00**

Development Fees:

Variance Application -

~~\$1,500.00~~ - **\$5,000.00** **KEEP**

Zoning Map Amendment Application (Rezone) -

~~\$2,500.00~~ - **\$5,000.00**

Replat/Subdivisions Application

Simple -

~~\$750.00~~ - **\$3,000.00** **KEEP**

Minor -

~~\$1,500.00~~ - **\$5,000.00**

Major -

~~\$2,500.00~~ - **\$5,000.00** = (plus \$100.00 per lot)

INCREASE TO \$200.00 PER LOT

Town of Alpine
Planning & Zoning



Chairman:

Melisa Wilson

Commission Members:

Susan Kolbas

Dan Schou

Mayor Green & Council Members;

Recommendation for Replat Approval
Alpine Meadows Second Addition (Star Valley Health Property)
to the Town of Alpine

The Planning and Zoning Commission met at their scheduled monthly Commission meeting to review and discuss the replat application, associated plat map and submitted easement document supplied by Surveyor Scherbel, LTD., on behalf of Star Valley Health for the simple subdivision replat application for the property located at: 37 Wintergreen Drive.

Mr. Marlowe Scherbel was in attendance to discuss the re-plat project with those present. Ms. Christine Wagner presented the staff report for the application. It was noted that there was no written opposition to the subdivision and there was no verbal opposition present at the meeting.

Mr. Dan Schou moved to approve the simple replat application for Star Valley Health, RE-Plat #02-24, for the property known as the Alpine Meadows Second Addition to the Town of Alpine; the replat is CONTINGENT upon the final easement document approval by the Town's Legal Counsel and Alpine Town Council. Ms. Susan Kolbas seconded the motion. Vote: 3 yes, 0 no, 0 abstain, 0 absent. Motion carried.

Town of Alpine Legal Notice Request for a Simple Re-Plat

Notice is hereby given that on March 11th, 2024; applicant North Lincoln County Hospital District, dba Star Valley Health, has filed a replat application with the Town of Alpine, requesting a simple subdivision replat of the property in which they will be adjusting the lot line between two lots that will encompass a total area of 5.6 +/- acres of land, within the incorporated boundaries of the Town of Alpine, Lincoln County, Wyoming.

The subject property lot line will be adjusted to accommodate the ongoing construction. The lot line between the two (2) lots: Now known as Lot #189 (previously Lot #186) will encompass an area of 4.45 +/- acres of land, and Lot #190 (previously Lot #185) will encompass an area of 1.15 +/- acres of land.

The property is located on the south side of Wintergreen Drive and US Highway 89. The property is currently zoned as Mixed Residential and Commercial (MRC).

A conceptual map of the replat is attached for review. The Planning and Zoning Administrator and/or Planning & Zoning Commission will take comments on the replat up until Wednesday, April 3rd, 2024, by 4:00 p.m.

Simple subdivision regulations do not require a public hearing; however, notice has been given to all property owners located within a five hundred (500) foot radius of the proposed replat. The replat application and an advanced plat will be presented to the Planning and Zoning Commission at their scheduled meeting on April 9th, 2024, with recommendations for approval, approval with contingencies or denial of the replat application/map. If approved a final plat map will be recommended for authorized signature by the Town Council, at their April 16th, 2024, Town Council Meeting.

Regulations regarding Simple Subdivision Replats are available on the Town of Alpine Website at:

alpinewy.gov/government/planning-zoning/land-use-development-code

Contact the Alpine Town Hall Office at (307) 654-7757, extension #7 for additional information and/or to submit your comments. Written comments can be submitted to:

Christine Wagner, Zoning Administrator
Town of Alpine
PO Box 3070 - Alpine, WY 83128
Email Address: planning@alpinewy.gov

April 8, 2024

**Star Valley Health
Lots #186 & 186 – Alpine Meadows
Now Known as Lots #189 & #190 - Alpine Meadows
37 Wintergreen Drive**

Staff Report from the Zoning Administrator

- 1 The application and related filing fees have been submitted and processed by the Town of Alpine. All prepared forms have been deemed acceptable.
- 2 The Preliminary Plat has been submitted with applicant's lot boundaries lines identified. Information has been deemed acceptable.
- 3 All property Owners within the five hundred (500) foot radius have been notified of the proposed boundary line amended, with ample opportunity give to respond to the mailing. Response deadline was established as April 3rd, 2024.
- 4 A total of Forty-One (41) notifications were mailed, of those mailings five (5) property owners had one or more lots within the notification area. The Town has received **NO** return mailings.
- 5 Of the mailings distributed, **to date**, there have been **NO** verbal inquiries as to the replat application.
- 6 A Planning & Zoning Commission Meeting will be held to review and receive any and all additional comments from area property owners, review proposed re-plat map on the submitted application. Subsequently, a recommendation will be made to the Town Council for their consideration and/or subsequent approval on presented simple subdivision re-plat.

Comments by Zoning Administrator:

As part of the application process the applicant is to provide a description of the proposal and purpose of the replat. The description provided stated:

The applicant North Lincoln County Hospital District, dba Star Valley Health, has filed a replat application with the Town of Alpine, requesting a simple subdivision replat of the property in which they will be adjusting the lot line between two lots that will encompass a total area of 5.6 +/- acres of land, within the incorporated boundaries of the Town of Alpine, Lincoln County, Wyoming.

The subject property lot line will be adjusted to accommodate the construction of a ambulance bay/garage. The lot line between the two (2) lots: Now known as Lot #189 (previously Lot #186) will encompass an area of 4.45 +/- acres of land, and Lot #190 (previously Lot #185) will

encompass an area of 1.15 +/- acres of land. Subject property is located on the south side of Wintergreen Drive and US Highway 89. The property is currently zoned as Mixed Residential and Commercial (MRC).

The simple subdivision process is the quickest and easiest way to complete a basic lot split. The simple subdivision only allows for the creation of one (1) additional lot or parcel. With this process there are no changes to the current zoning. As previously stated, notifications were sent to landowners within five hundred (500) feet of the proposed simple subdivision. Although no public hearing is required, all notified property owners have fifteen (15) business days to submit their comments; subsequently, the Planning and Zoning Commission shall approve, approve with conditions or modification, or deny the proposed subdivision.

If approved by the Planning and Zoning Commission, the preliminary plat of the simple subdivision shall be deemed and accepted as a final plat. However, it is customary the Commission sends a recommendation to the Town Council for their information and consideration. If approved with modifications, the preliminary plat shall be revised and filed by the applicant as a final plat with the Zoning Administrator. Any appeal of the decisions by the Planning and Zoning Commission shall be made to the Alpine Town Council.

Zoning Administrator Recommendation:

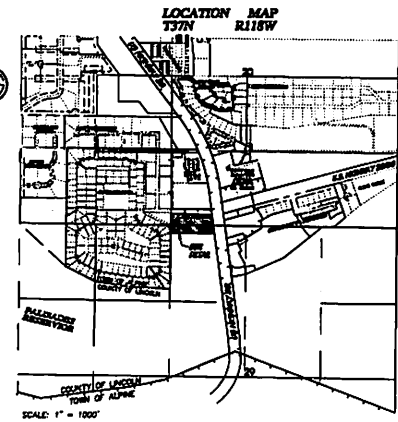
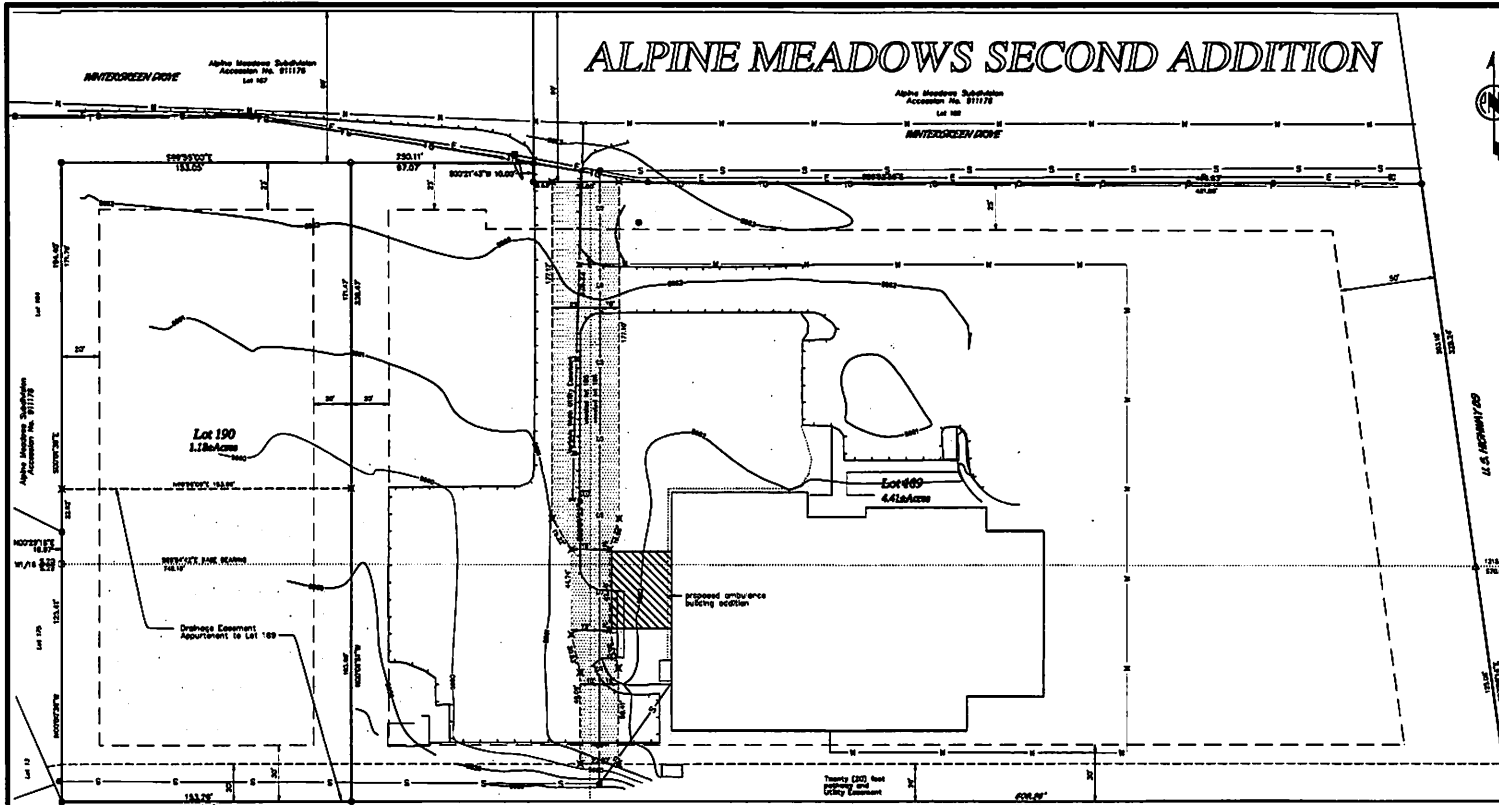
There have been no inquiries regarding the lot line adjustment. The applicant has demonstrated and/or met the requirements for the submitted simple subdivision application.

It is my view that this lot line adjustment does not appear to be harmful to the adjacent neighbors, as this property has already constructed an urgent/clinic facility currently located on Lot #186. It should be noted that the lot line adjustment needs to be completed to accommodate future construction of an ambulance bay/garage located on the west side of the building, this lot line adjustment will allow for the expansion of bay/garage without impeding on the established (allowable) side setbacks for the property.

It should also be noted that there is a sewer line easement that runs north and south of the current property line, this easement is identified on the provided plat map. A utility easement document has been created, which identifies the conditions of the easement. This document will need to have a final review by the Town’s Legal Counsel and be approved at a stated Town Council Meeting. Alpine Town Council will have the final approval on the easement document as provided by the applicant.

It is my opinion that this replat application should be approved. HOWEVER, there should be a CONDITION ON THE APPROVAL for the final easement document approved by the Alpine Town Legal Counsel and the Alpine Town Council. Other than the review of the easement document, there is no justifiable means that would warrant a denial of the replat, so with that I would have to recommend approval of the simple replat.

Furthermore: It should be noted that if the approved final plat is not recorded within one (1) year from the date of plat approval, or upon expiration of any time extension that may have been issued, the approval of such plat shall expire. Should the applicant thereafter desire to record the final plat, a new application for a new simple subdivision shall be required.



CERTIFICATE OF SURVEYOR
 STATE OF WYOMING
 COUNTY OF LINCOLN
 I, Karl F. Scherbel, of Alpine, Wyoming, hereby certify that this plat was made from notes taken during an official survey made by persons under my supervision during October, 2023, and March, 2024, and from records in the Office of the Clerk of Lincoln County and that it correctly represents
ALPINE MEADOWS SECOND ADDITION described as follows:
 All of Lot 189 and 186 of Alpine Meadows Subdivision as shown in the Office of the Clerk of Lincoln County with Assessor No. 811178;
 that said addition was accurately surveyed, that the parts thereof are accurately shown and marked with appropriate metal monuments including iron, and marked at least with the registration number of the Land Survey to which source identification of all corners of the section, and that their locations are correctly shown hereon;
 that, to the best of my knowledge, it conforms with the recorded copies of the Town of Alpine and to all applicable state statutes;
 that the error of closure is not greater than one part in five-thousand, encompassing an area of 5.00 acres, more or less.



The foregoing instrument was acknowledged before me by Karl F. Scherbel this _____ day of _____, 2024.
 Witness my hand and official seal.
 Notary Public _____ My Commission expires _____

CERTIFICATE OF OWNERS
 STATE OF WYOMING }
 COUNTY OF LINCOLN }
 We, the undersigned owners of Lots 185 and 186 of Alpine Meadows Subdivision within the incorporated limits of the Town of Alpine, Lincoln County, Wyoming, do hereby certify, to the best of our knowledge and more particularly described in the Certificate of Survey, to which the names of the owners and the names of the parties to the deed are attached, that the name of the Addition shall be the **ALPINE MEADOWS SECOND ADDITION** to the Town of Alpine;
 that it does hereby locate Lot 185 and Lot 186 of Alpine Meadows Subdivision as shown in the Office of the Clerk of Lincoln County with Assessor No. 811178 in accordance with Section 34-12-106, Wyoming Statutes, 2023, as amended, and respectively request the Clerk of Lincoln County to so mark said plat in accordance with Section 34-12-116;
 that an easement agreement relinquishing the easement along the line between Lot 185 and 186 and the creation of the Vehicle Wash Utility Easement depicted herein will be recorded subsequent to this plat;
 that said addition is subject to any assessments of record;
 that this order does not warrant to the purchasers that to him or her shall be the actual fee of any interests within or adjacent to the addition;
 that Wyoming law does not recognize any riparian rights in the southern riparian line of a stream or river for persons living on the banks of a stream or river;
 that all rights under and by virtue of the Homestead Exemption Laws of the State of Wyoming are hereby released;
 North Lincoln County Hospital District
 284 Star Valley Mall
 Signatures obtained by separate certificate
 Managing Member _____

CERTIFICATE OF ACCEPTANCE
 STATE OF WYOMING }
 COUNTY OF LINCOLN }
 The foregoing **ALPINE MEADOWS SECOND ADDITION** to the Town of Alpine was approved at the regular meeting of the Alpine Town Council on _____ day of _____, 2024, in accordance with Sections 17-1-116 and 17-1-117, W.S., Wyoming Statutes, 2023, as amended.
 Attest: _____ Town of Alpine
 Mayor: _____
 Clerk: _____

OWNERS:
 North Lincoln County Hospital District
 284 Star Valley Mall Center
 201 Adams St.
 Alpine, Wyoming 83110

LAND USE TABLE:

Total Number of Lots:	2	2.00 Acres
Surveyed Lot Size:	1,874 Square Feet	0.0427 Acres

SURVEYOR:
 Scherbel Survey, Ltd.
 P.O. Box 729
 (307) 425-1216

DATE:
 March 2024

Agri Bureau, Clerk _____

- LEGEND**
- Indicates a Corner Marked that is to be fixed in the Office of the Clerk of Lincoln County
 - △ Indicates a 6" x 6" concrete post with brass cap marked "STATE HIGHWAY DEPT. BLUE MARKER" with appropriate details, of record.
 - Indicates a 3/4" x 24" steel reinforcing rod with an aluminum cap marked "PLS 104", with appropriate details, of record.
 - Indicates a 3/4" x 24" steel reinforcing rod with a 2" diameter cap marked "PLS 104", with appropriate details, of record.
 - Indicates a 3/4" x 24" steel reinforcing rod with an aluminum cap marked "CONCRETE CORNER LOT", and appropriate details, set by the survey.
 - — — — — Indicates a survey corner line with markers.
 - — — — — Indicates an easement line.
 - - - - - Indicates a setback line or building envelope.
- The Base Bearing for this survey is the south line of the SW1/4SW1/4 of Section 29, T37N R118W, being 225°12'42".
 Due to the rounding operations of automated computer drafting tools, the sum of the parts of total distances may be 0.01' different from the total distance shown.

CERTIFICATE OF RECORDATION
 This plat was filed for record in the Office of the Clerk of Lincoln County on the _____ day of _____, 2024.

ALPINE MEADOWS SECOND ADDITION TO THE TOWN OF ALPINE IDENTICAL WITH LOTS 185 AND 186 OF ALPINE MEADOWS SUBDIVISION WITHIN THE INCORPORATED LIMITS OF THE TOWN OF ALPINE BEING PART OF THE SW1/4SW1/4 SECTION 20 N1/2NW1/4 SECTION 29 T37N R118W LINCOLN COUNTY, WYOMING

-ADVANCE PLAT- SUBJECT TO CORRECTION AND APPROVAL

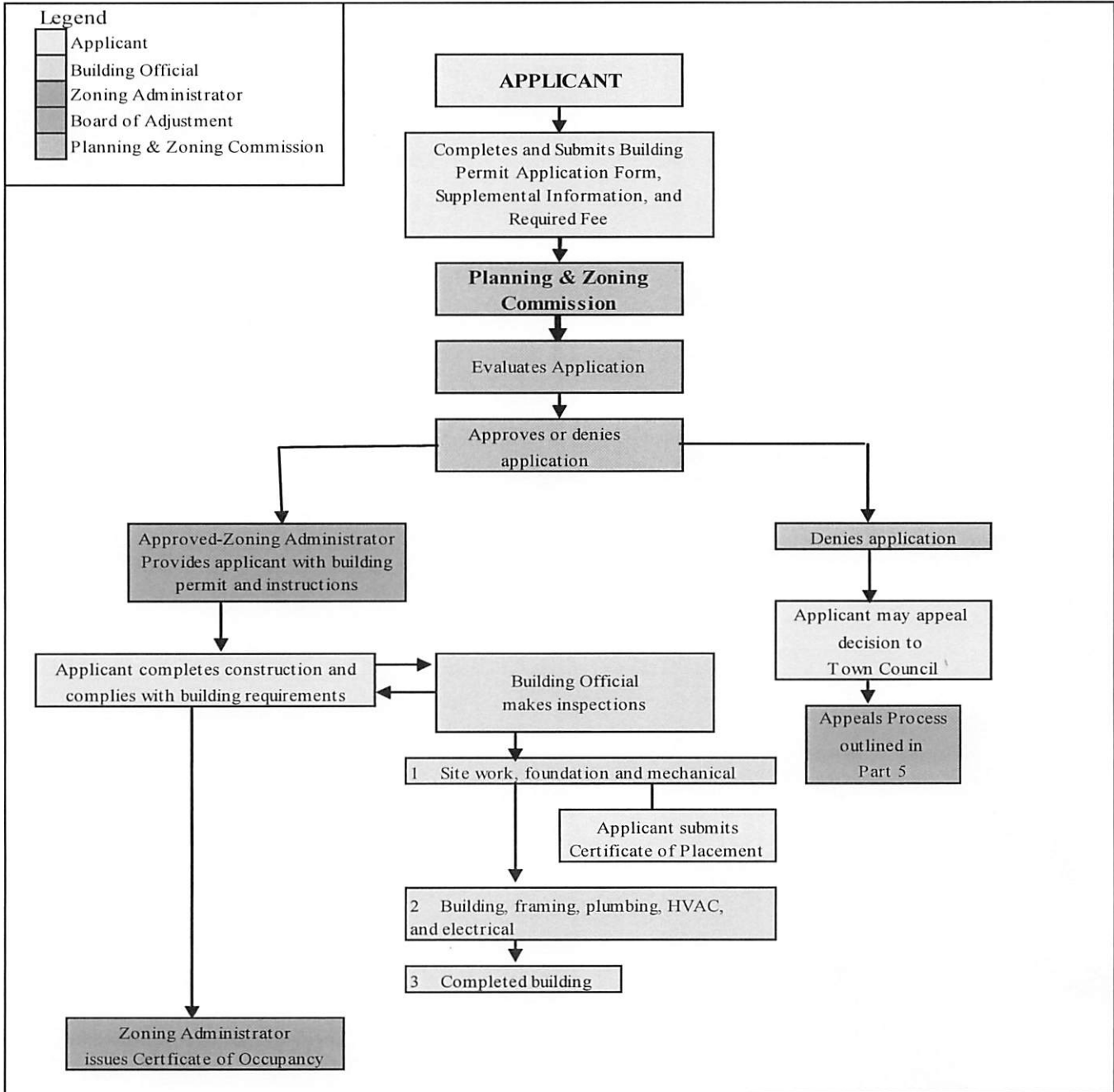


0' 30' 60' 90'
 SCALE: 1" = 30'

DATE	8 February 2024
APPROVED BY	Richard A. Scherbel
CHECKED BY	Carl F. Scherbel
DATE OF CHECK	Feb. 1, 2024
COMPUTER FILE	24 March 2024

SURVEYOR SCHERBEL, LTD.
 PROFESSIONAL LAND SURVEYORS

1575 N. 10th St. Ste. 101
 Cheyenne, WY 82001
 (307) 425-1216



Town of Alpine
Land Use & Development Code

Building Permit Process

Prepared by: Pedersen Planning Consultants
P.O. Box 66, Encampment, WY, 82325 Tel: 307-327-5434
Website: www.pedersenplanning.com

Figure 2-8



April Contract Report

April 10, 2025

Mayor Green and Members of the Town Council,

The month following the Legislature has been dedicated to two tasks: First, working to assure the Governor did not veto the Charter School bill. I am especially appreciative of the Herculean efforts of Senator Dockstader, President Driskill and several others who worked to assure the governor did not exercise his line item veto authority regarding this issue. Senator Dockstader has also worked diligently to assure the various stakeholders interested in finding solutions to the educational facility challenges in Alpine are kept apprised. He continues to encourage civil conversations and collaboration on the subject.

Second, I have put a considerable amount of time into preparing a presentation for the Education Committee that provides an overview of the various processes at hand for either pursuing a public school construction remedy or requesting a non-construction remedy in the form of the reconfiguration of an existing school. Because the content is vast, the presentation contains many hyper links to relevant rules and certain statutes that I thought the committee would find helpful for reference purposes in the future. I also includes relevant Gant charts to help the Committee understand anticipated time frames associated with the processes. It also is my intention to request an audience with the committee for the purpose of presenting the Powerpoint and answering any questions I can.

In addition to these two tasks, I have also fielded phone calls from charter schools like APA in Salt Lake and the Classical Academy in Casper. Both have an interest in helping the community realize a charter school. I am expecting a call from a third charter school that is focused on career technical education.

On April 8th and 9th, I worked with Kelly Shackelford to develop a working document that includes a strategy and approach for the upcoming LCSD2 Board of Trustees workshop with the Committee. Later on the evening of the 10th, I met with the Committee by phone.

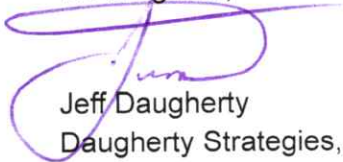
We discussed the differences between the Facility Planning Process, the MCER process and a Reconfiguration Request. We discussed strategies for getting a reconfiguration of Etna elementary included in the MCER. We also discussed the benefit of also including it in the LCSD2 District Facilities Plan.

The Committee advises me that the School District may have concerns with reconfiguration. Therefore, since the Facility Plan is near the end of the district stage, the probability of inserting reconfiguration into the plan as a strategy is unlikely at this point. Given the interest of the Committee in exploring reconfiguration as a remedy, they will likely focus on persuading the district to include it as a remedy alternative in the MCER. I like this approach in that including it in the MCER gets the idea to the Board of Trustees and the School Facilities Commission. The Facility Plan is more of a staff level document at the district stage while the MCER will be approved by the Trustees.

At the conclusion of the meeting, we discussed strategies for engaging the school board in the hope of realizing an open, transparent and inclusive MCER process. The intention of the Committee is to positively agitate for an approach where all comments and input from the public is taken seriously for evaluation purposes. Importantly, the Committee will respectfully request that the district take reasonable steps to make sure the public portion of the MCER isn't inadvertently or unduly influenced by the district. I believe the Committee is prepared with some thoughtful strategies to suggest to the Trustees.

I hope you find this information helpful. Please feel free to contact me with any questions.

Best regards,



Jeff Daugherty
Daugherty Strategies, LLC

Town of Alpine

3/1/24 to 3/31/24

Citations	0 Citations 2 Warnings
CFS/Law Incidents	103
Special Patrol	31

Animal Problem	1	Abandoned Vehicle	
Agency Assist	1	Auto Accident	1
Aircraft		Child Abuse	
Alarms	1	Citizen Dispute	
Assault		Civil Standby	
Burglary		Custodial interference	
Citizen Assist	1	Domestic Violence	1
Alcohol problems		Civil Execution/paper	
Controlled Burn	1	Disturbance	
Controlled Substance		Game & Fish	4
Drugs	1	Harassing	
E911	7	Fire // Fireworks	
Fraud	2	Field contact	2
Information	1	Lock out	
Hazmat		Lost/Found Property	
Lost/Found Animal	1	Parking problem	
Livestock		Juvenile problem	
Missing person	1	Medical	9
Littering		Mental subject	
Suicide subject		REDDI	1
Reckless driving		Motorist assist	2
Overdose/Repo	1/1	Public relations	
Property damage		Search/Rescue	2
Sex offense	1	Suspicious	4
Test	1	Tabacco	1
Smoke/Fire		Threatening	
Traffic stop	46	Weapon offence	
Traffic hazard	1	Trespassing	
Theft		Vandalism	
Traffic		Repo	
Transfer patient		Welfare Check	2
Vin Inspection	3	Warrant	
VIN Stamp		Utility problem	2

Alpine Apres Nurse Concierge

70 Emerger Avenue
Alpine, WY 83128
(307) 413 - 2906

Ferry Peak Women's Health

70 Emerger Avenue
Alpine, WY 83128
(307) 654 - 2026

Rental Alpine Clinic

April 02, 2024

Overview

Brittany Quinn, a Women's Health Nurse Practitioner, who owns Ferry Peak Women's Health in Alpine, Wyoming. Where she has lived since 2019 and resided in Star Valley since 2016 with her husband Ron. Ron started working for Simplot in 2016 where he currently still is employed and Brittany worked at Star Valley Health in Afton as an RN, prior to working in Idaho Falls as a Nurse Practitioner. They just expanded their family with two beautiful twin girls who are about to turn two and attend the Playroom Learning Center in Alpine.

Skyla Hamilton-Holderman moved to Alpine in 2008 with her husband Scott Holderman. Skyla and Scott started their licensed General Contracting and Construction business, Holderman Construction, in 2018, which completes

2

projects in Star Valley, Jackson, and Merna. Skyla met Brittany in 2016 while working at Star Valley Health as a nurse and stayed in touch while working for LCSD#2 as a school nurse for seven years. After welcoming their first and only child in 2019, Skyla started working from home for the construction business. Since then she has opened Alpine Apres Nurse Concierge which provides pre and post surgical care, medical weight loss services, and so much more.

Both businesses are housed in the Four Pines Physical Therapy building, in Alpine, which has one floor access for patients, handicap parking, ADA building requirements and all of the other necessary essentials for running a clinic minus one, more exam rooms. We are quickly outgrowing the current space which the owner currently rents to the businesses.

Goals

1. **Increased demand:** Due to the increased demand we need to change the location of our businesses to accommodate the higher-volume clientele.
2. **Alpine Clinic:** We love the amenities that the Alpine Clinic provides. The main goal in moving is to have increased availability of exam rooms, which the clinic has in surplus.

Specifications

We are currently renting at the brand new Four Pines Physical Therapy office with high-end amenities for \$1000 per month, electrical, trash, wifi, plowing, etc. included. We are both start-up businesses which started in

3

2023. We are still getting our footing underneath us at the same time raising children who are under the age of five.

We propose that the rental of the Alpine clinic start at that same rental price of \$1000 a month to start and to increase on a graduated rental model with time. We would like to rent for the next five years. We would also like to sublease out the other clinic rooms to other clinicians who live and work within the valley and yet, have no access to affordable rental space in Alpine due to low supply. We have already spoken with acupuncturists, massage therapists, pilates instructors, mental health therapists, estheticians, etc. who would like to rent space, whether on a daily, weekly, or monthly basis.

Milestones

1. 2 years

We propose that we start renting June 1, 2024 at \$1000 per month for rent until fully established in the building.

2. Year 3

We propose a graduated increase in rent reaching market value at the end of 3 years minimum.

After inspecting the building with my general contractor we noticed a few things that were amiss in the building and we also have a list of questions and concerns of the following:

- Plumbing and the toilets: None of the toilets were functioning properly. Do I need to have my plumber come and inspect and send a bill to the town?
- Handicap ramp: Is rusting out, the integrity of the ramp cannot sustain a person holding onto the ramp and we do not want to further injure our patients. Do I need to have my metal fitter come out and repair the ramp and send the bill to the town?
- Smoke detectors: Several of the smoke detectors are not connected. Are the smoke detectors working, do they need to be replaced or just new batteries.
- Shower door does not work. It appears to need adjustment or replacement.
- Soap dispensers are all missing and need to be replaced.
- Waterheater dated 2009, has it been serviced on a regular basis, does it need to be replaced, does my plumber need to inspect it?
- Window in the south office has a broken latch, needs to be replaced/repaired?
- All blinds are broken and need to be replaced/repaired?
- Back door Southern side threshold rusted out needs to be replaced.

5

- Back handicap ramp beginning to fail due to rust. Does it need to be replaced/repaired?
- Roof ?
- Security system?
- Heating system?

Questions regarding responsibility:

Utilities: Who is responsible for paying ?

Water/Sewer

Wifi

Electric

Propane

Trash

Yearly maintenance

Parking lot

Sign

Painting exterior

Plowing

Security System

Cleaning

6

In closing, we greatly appreciate your consideration of this proposal and we look forward to hearing from you.

Town of Alpine

230 Elk Run

The building is approximately 2,300 square feet (52.2 x 44) consisting of eight (8) separate rooms for examination and/or office areas, along with three (3) bathrooms, a janitorial closet, mechanical room, front desk space, lobby area and a laboratory area, a room used for emergency/trauma area, an extra room (no windows) that was utilized as an x-ray room and what appears to be an employee break room.

1.	Plumbing/Toilets	Public restroom lavatory toilet is not functioning, water piping comes in from an east exterior wall, there might be a shut off valve in the crawlspace, further review is needed. Physicians and Lab lavatories toilets are functioning.
2.	Handicap Ramp (Front)	Handicap ramp is functioning, new handrails need to be installed
3.	Smoke Detectors	Total of 4 smoke detectors in building, all units are sitting on counters; New 9 "V" batteries will need to be placed in all units, units need to be installed; (Smoke detectors are not hard wired, battery operation only).
4.	Shower Door (Employee Bathroom)	Shower Door needs adjustment
5.	Soap Dispensers	There are no soap dispensers, tenant responsibility
6.	Water Heater	Water Heater is from 2009; water heater should be replaced, water is warm, but not hot. A thermal expansion tank is needed
7.	Window Latch (Employee Bathroom)	Window was pushed down; latch is now working
8.	Blinds	There are blinds, they need to be removed
9.	Back Doors	Both back doors need to be replaced, poor maintenance
10.	Handicap Ramp (Back)	Handicap ramp is functioning, new handrails need to be installed
11.	Roof	The main portion of the building has a metal roof, some of the screws need to be tightened. Entry Roof is composite shingles, appears to be in fine condition
12.	Security System	There is a "Panic System" in place, there is no operational instructions (unsure if the system is in working order)
13	Heating System	The heating system is force air propane, this needs to be serviced, with a radiant cove heater in the lobby area. There is an air conditioning system, that is connected to the heating system, the air condenser is located on the east side of the building, this would need to be serviced as well.

Additional Notes:

Inside Building:

Entire building is in need of a good cleaning;

There is locking cabinets within the building, cabinets are unlocked; however there are no keys for these locking cabinets;

Light fixture outside Exam 3 needs to be looked at, by a licensed electrician;

Unable to locate light switches for the office area;

Keys for the front door -- do not work for the back doors;

The deadbolt on the northwest back door does not work;

All Emergency lighting needs to be looked at by a licensed electrician;

Back "Exit" sign needs new batteries, (no emergency lighting);

Vent pipes in the mechanical room need to be looked at for fire safety/compliance;

Janitorial closet electrical wires (internet cables etc..) need to be corrected for fire/safety compliance;

Outside Building:

Outside spring cleaning needs to be completed;

It is apparent that no parking lot maintenance has been done;

Missing light fixture in the front soffit; with electrical conduit hanging;

Stucco patch/repairs need to be completed on the back side of the building;

Area near the back steps has open areas that need to be closed up;

Some of the river rock on the east side of the building is falling off;

Sewer connection and sewer clean out for the old urgent care facility need to be capped off;

Water connection location for the old urgent care facility needs to be looked, it is unknown if it is leaking or if the moisture is due to snow melt;

The propane tank is currently at sixty (60%) percent capacity.

Other questions identified for payment:

Water/Sewer, Wi-Fi, Electric, Propane, Trash Services, Yearly Maintenance, Parking Lot, Sign Board, Painting Exterior, Snow Removal, Security System, Cleaning

Town of Alpine
Planning & Zoning



Chairman:

Melisa Wilson

Commission Members:

Susan Kolbas

Dan Schou

Mayor Green & Council Members;

Recommendation for Replat Approval
Alpine Meadows Second Addition (Star Valley Health Property)
to the Town of Alpine

The Planning and Zoning Commission met at their scheduled monthly Commission meeting to review and discuss the replat application, associated plat map and submitted easement document supplied by Surveyor Scherbel, LTD., on behalf of Star Valley Health for the simple subdivision replat application for the property located at: 37 Wintergreen Drive.

Mr. Marlowe Scherbel was in attendance to discuss the re-plat project with those present. Ms. Christine Wagner presented the staff report for the application. It was noted that there was no written opposition to the subdivision and there was no verbal opposition present at the meeting.

Mr. Dan Schou moved to approve the simple replat application for Star Valley Health, RE-Plat #02-24, for the property known as the Alpine Meadows Second Addition to the Town of Alpine; the replat is CONTINGENT upon the final easement document approval by the Town's Legal Counsel and Alpine Town Council. Ms. Susan Kolbas seconded the motion. Vote: 3 yes, 0 no, 0 abstain, 0 absent. Motion carried.

Town of Alpine Legal Notice Request for a Simple Re-Plat

Notice is hereby given that on March 11th, 2024; applicant North Lincoln County Hospital District, dba Star Valley Health, has filed a replat application with the Town of Alpine, requesting a simple subdivision replat of the property in which they will be adjusting the lot line between two lots that will encompass a total area of 5.6 +/- acres of land, within the incorporated boundaries of the Town of Alpine, Lincoln County, Wyoming.

The subject property lot line will be adjusted to accommodate the ongoing construction. The lot line between the two (2) lots: Now known as Lot #189 (previously Lot #186) will encompass an area of 4.45 +/- acres of land, and Lot #190 (previously Lot #185) will encompass an area of 1.15 +/- acres of land.

The property is located on the south side of Wintergreen Drive and US Highway 89. The property is currently zoned as Mixed Residential and Commercial (MRC).

A conceptual map of the replat is attached for review. The Planning and Zoning Administrator and/or Planning & Zoning Commission will take comments on the replat up until Wednesday, April 3rd, 2024, by 4:00 p.m.

Simple subdivision regulations do not require a public hearing; however, notice has been given to all property owners located within a five hundred (500) foot radius of the proposed replat. The replat application and an advanced plat will be presented to the Planning and Zoning Commission at their scheduled meeting on April 9th, 2024, with recommendations for approval, approval with contingencies or denial of the replat application/map. If approved a final plat map will be recommended for authorized signature by the Town Council, at their April 16th, 2024, Town Council Meeting.

Regulations regarding Simple Subdivision Replats are available on the Town of Alpine Website at:

alpinewy.gov/government/planning-zoning/land-use-development-code

Contact the Alpine Town Hall Office at (307) 654-7757, extension #7 for additional information and/or to submit your comments. Written comments can be submitted to:

Christine Wagner, Zoning Administrator
Town of Alpine
PO Box 3070 - Alpine, WY 83128
Email Address: planning@alpinewy.gov

April 8, 2024

**Star Valley Health
Lots #186 & 186 – Alpine Meadows
Now Known as Lots #189 & #190 - Alpine Meadows
37 Wintergreen Drive**

Staff Report from the Zoning Administrator

- 1 The application and related filing fees have been submitted and processed by the Town of Alpine. All prepared forms have been deemed acceptable.
- 2 The Preliminary Plat has been submitted with applicant's lot boundaries lines identified. Information has been deemed acceptable.
- 3 All property Owners within the five hundred (500) foot radius have been notified of the proposed boundary line amended, with ample opportunity give to respond to the mailing. Response deadline was established as April 3rd, 2024.
- 4 A total of Forty-One (41) notifications were mailed, of those mailings five (5) property owners had one or more lots within the notification area. The Town has received **NO** return mailings.
- 5 Of the mailings distributed, **to date**, there have been **NO** verbal inquiries as to the replat application.
- 6 A Planning & Zoning Commission Meeting will be held to review and receive any and all additional comments from area property owners, review proposed re-plat map on the submitted application. Subsequently, a recommendation will be made to the Town Council for their consideration and/or subsequent approval on presented simple subdivision re-plat.

Comments by Zoning Administrator:

As part of the application process the applicant is to provide a description of the proposal and purpose of the replat. The description provided stated:

The applicant North Lincoln County Hospital District, dba Star Valley Health, has filed a replat application with the Town of Alpine, requesting a simple subdivision replat of the property in which they will be adjusting the lot line between two lots that will encompass a total area of 5.6 +/- acres of land, within the incorporated boundaries of the Town of Alpine, Lincoln County, Wyoming.

The subject property lot line will be adjusted to accommodate the construction of a ambulance bay/garage. The lot line between the two (2) lots: Now known as Lot #189 (previously Lot #186) will encompass an area of 4.45 +/- acres of land, and Lot #190 (previously Lot #185) will

encompass an area of 1.15 +/- acres of land. Subject property is located on the south side of Wintergreen Drive and US Highway 89. The property is currently zoned as Mixed Residential and Commercial (MRC).

The simple subdivision process is the quickest and easiest way to complete a basic lot split. The simple subdivision only allows for the creation of one (1) additional lot or parcel. With this process there are no changes to the current zoning. As previously stated, notifications were sent to landowners within five hundred (500) feet of the proposed simple subdivision. Although no public hearing is required, all notified property owners have fifteen (15) business days to submit their comments; subsequently, the Planning and Zoning Commission shall approve, approve with conditions or modification, or deny the proposed subdivision.

If approved by the Planning and Zoning Commission, the preliminary plat of the simple subdivision shall be deemed and accepted as a final plat. However, it is customary the Commission sends a recommendation to the Town Council for their information and consideration. If approved with modifications, the preliminary plat shall be revised and filed by the applicant as a final plat with the Zoning Administrator. Any appeal of the decisions by the Planning and Zoning Commission shall be made to the Alpine Town Council.

Zoning Administrator Recommendation:

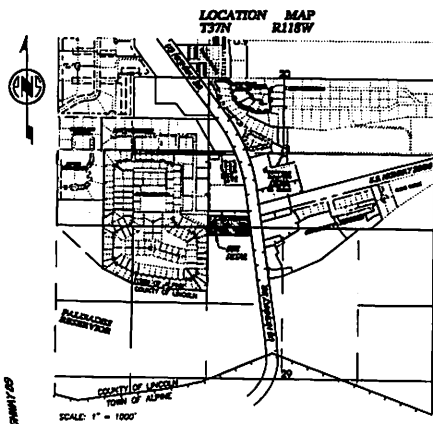
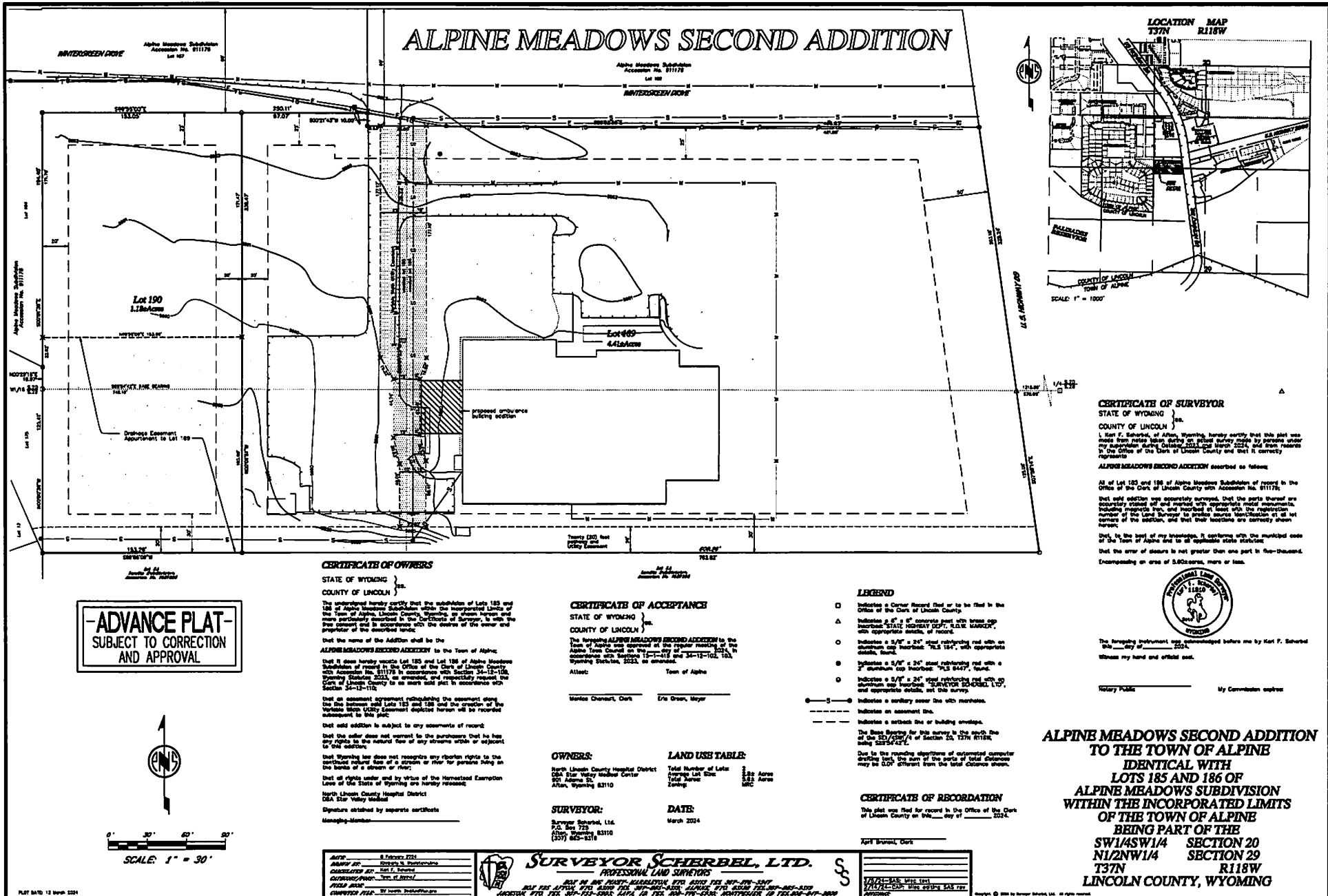
There have been no inquiries regarding the lot line adjustment. The applicant has demonstrated and/or met the requirements for the submitted simple subdivision application.

It is my view that this lot line adjustment does not appear to be harmful to the adjacent neighbors, as this property has already constructed an urgent/clinic facility currently located on Lot #186. It should be noted that the lot line adjustment needs to be completed to accommodate future construction of an ambulance bay/garage located on the west side of the building, this lot line adjustment will allow for the expansion of bay/garage without impeding on the established (allowable) side setbacks for the property.

It should also be noted that there is a sewer line easement that runs north and south of the current property line, this easement is identified on the provided plat map. A utility easement document has been created, which identifies the conditions of the easement. This document will need to have a final review by the Town’s Legal Counsel and be approved at a stated Town Council Meeting. Alpine Town Council will have the final approval on the easement document as provided by the applicant.

It is my opinion that this replat application should be approved. HOWEVER, there should be a CONDITION ON THE APPROVAL for the final easement document approved by the Alpine Town Legal Counsel and the Alpine Town Council. Other than the review of the easement document, there is no justifiable means that would warrant a denial of the replat, so with that I would have to recommend approval of the simple replat.

Furthermore: It should be noted that if the approved final plat is not recorded within one (1) year from the date of plat approval, or upon expiration of any time extension that may have been issued, the approval of such plat shall expire. Should the applicant thereafter desire to record the final plat, a new application for a new simple subdivision shall be required.



CERTIFICATE OF SURVEYOR
 STATE OF WYOMING
 COUNTY OF LINCOLN
 I, Karl F. Scherbel, of Alpine, Wyoming, hereby certify that this plat was made from notes taken during an official survey made by persons under my supervision during October, 2023, and March, 2024, and from records in the Office of the Clerk of Lincoln County and that it correctly represents
ALPINE MEADOWS SECOND ADDITION described as follows:
 All of Lot 185 and 186 of Alpine Meadows Subdivision of record in the Office of the Clerk of Lincoln County with Assessor No. 811178;
 that said addition was accurately surveyed, that the parts thereof are accurately shown and marked with appropriate metal monuments including magnetic iron, and marked at least with the registration number of the Land Survey to which source identification of all corners of the section, and that their locations are correctly shown hereon;
 that, to the best of my knowledge, it conforms with the recorded copies of the Town of Alpine and to all applicable state statutes;
 that the error of closure is not greater than one part in five-thousand, comprising an area of 5.00 acres, more or less.



The foregoing instrument was acknowledged before me by Karl F. Scherbel this _____ day of _____, 2024.
 Witness my hand and official seal.
 Notary Public _____ My Commission expires _____

ALPINE MEADOWS SECOND ADDITION TO THE TOWN OF ALPINE IDENTICAL WITH LOTS 185 AND 186 OF ALPINE MEADOWS SUBDIVISION WITHIN THE INCORPORATED LIMITS OF THE TOWN OF ALPINE BEING PART OF THE SW1/4SW1/4 SECTION 20 N1/2NW1/4 SECTION 29 T37N R18W LINCOLN COUNTY, WYOMING

LEGEND
 □ Indicates a Corner Marked that is to be fixed in the Office of the Clerk of Lincoln County
 △ Indicates a 6" x 6" concrete post with brass cap marked "STATE HIGHWAY DEPT. BLUE MARKER" with appropriate details, of record.
 ○ Indicates a 3/4" x 24" steel reinforcing rod with an aluminum cap marked "PLS 104", with appropriate details, of record.
 ● Indicates a 3/4" x 24" steel reinforcing rod with a 2" diameter cap marked "PLS 104", with appropriate details, of record.
 ○ Indicates a 3/4" x 24" steel reinforcing rod with an aluminum cap marked "CONCRETE CORNER LOT", and appropriate details, set by the survey.
 — — — — — Indicates a survey corner line with monuments.
 - - - - - Indicates an easement line.
 - - - - - Indicates a setback line or building envelope.
 The Base Bearing for this survey is the south line of the SW1/4SW1/4 of Section 20, T37N, R18W, being 225° 04' 14".
 Due to the rounding operations of automated computer drafting, the sum of the parts of total distances may be 0.01' different from the total distance shown.

CERTIFICATE OF OWNERS
 STATE OF WYOMING)
 COUNTY OF LINCOLN) ss.
 I, Karl F. Scherbel, Surveyor, do hereby certify that the subdivision of Lots 185 and 186 of Alpine Meadows Subdivision within the incorporated limits of the Town of Alpine, Lincoln County, Wyoming, as shown hereon and more particularly described in the Certificate of Survey, is with the consent and in accordance with the orders of the owner and proprietor of the aforesaid lands.
 That the name of the Addition shall be the **ALPINE MEADOWS SECOND ADDITION** to the Town of Alpine;
 That it does hereby locate Lot 185 and Lot 186 of Alpine Meadows Subdivision of record in the Office of the Clerk of Lincoln County with Assessor No. 811178 in accordance with Section 34-1-106, Wyoming Statutes, 2023, as amended, and respectively request the Clerk of Lincoln County to so mark said plat in accordance with Section 34-1-116.
 That an easement agreement relinquishing the easement along the line between said Lots 185 and 186 and the creation of the Vehicle Wash Utility Easement depicted hereon will be recorded subsequent to this plat.
 That said addition is subject to any assessments of record.
 That this order does not warrant to the purchasers that he has not applied to the natural flow of any stream within or adjacent to the addition.
 That Wyoming law does not recognize any riparian rights to the natural surface flow of a stream or river for persons living on the banks of a stream or river.
 That all rights under and by virtue of the Homestead Exemption Laws of the State of Wyoming are hereby released.
 North Lincoln County Hospital District
 284 Star Valley Mall
 Signature obtained by separate certificate
 Managing Member _____

CERTIFICATE OF ACCEPTANCE
 STATE OF WYOMING)
 COUNTY OF LINCOLN) ss.
 The foregoing **ALPINE MEADOWS SECOND ADDITION** to the Town of Alpine was approved at the regular meeting of the Alpine Town Council on _____ day of _____, 2024, in accordance with Sections 15-1-106 and 15-1-107, W.S., Wyoming Statutes, 2023, as amended.
 Attest: _____ Town of Alpine
 Mayor, Chairman, Clerk _____
 Eric Green, Mayor

OWNERS:
 North Lincoln County Hospital District
 284 Star Valley Mall Center
 201 Adams St.
 Alpine, Wyoming 83110

LAND USE TABLE:

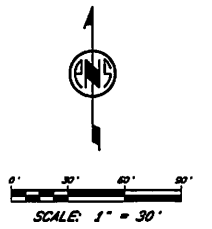
Total Number of Lots:	2	2.00 Acres
Surveyed Lot Size:	1,872 Acres	1.872 Acres

SURVEYOR:
 Surveyor Scherbel, Ltd.
 P.O. Box 729
 (307) 425-1210

DATE:
 March 2024

Agri Bureau, Clerk _____

**-ADVANCE PLAT-
 SUBJECT TO CORRECTION
 AND APPROVAL**



SURVEYOR SCHERBEL, LTD.
 PROFESSIONAL LAND SURVEYORS

8 February 2024
 APPROVED BY: _____
 CHECKED BY: _____
 DATE: _____
 TIME: _____
 SURVEYOR: _____
 COMPUTER FILE: _____

PLAT DATE: 13 March 2024

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 ~~or additional~~, 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.**

KEEP

Residential	(Fee Per Each Reinspection)	\$450.00	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:

KEEP

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

KEEP

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. ~~All Applicants shall be required to present a credit or debit card number and sign an authorization to allow the Town to keep the credit card information on file until a certificate of occupancy, or a sworn statement of the project inspector stating that the project is completed and has passed inspection, has issued, or received by the Town. Any additional inspections shall be charged to the Applicant's card upon seven (7) days' notice from the Administrator that additional inspections are required. Notice shall be mailed to the Applicant's mailing address. All credit or debit card transactions shall be assessed an additional three percent (3%) charge for card processing fees. Visa, MasterCard, and Discover are accepted.~~

SECTION IV: Water And Sewer Connection Fees.

In conjunction with the ~~permit~~ 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: ___ YES, ___ NO, ___ ABSTAIN, ___ ABSENT

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

VOTE: ___ YES, ___ NO, ___ ABSTAIN, ___ 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

Caselle® Hosted Software & Services Proposal

Town of Alpine, WY

March 12, 2024

(Valid for 90 days)

From:

Farrah Brown, Customer Relationship Manager
fkb@caselle.com

Proposal Summary

License Type	Hosted
Total Training	\$550
Total Setup	500
Total Investment	\$1,050

Monthly Hosted Maintenance & Support will be \$101.

I have read and agree to all terms & conditions proposed herein.

Signature

Printed Name & Title

Date



Proposal Detail

Caselle® Application Software	License Type	Training	Setup	Total
Maintenance Orders	Hosted	\$550	\$500	\$1,050
Grand Total	Hosted	\$550	\$500	\$1,050

Note: The training will take place online.

Maintenance Orders Setup

- Set up the Maintenance Order options (including personnel, department, and actions).
- Customize Maintenance Order data entry screens.
- Format three Maintenance Order form layouts.
- Set up organization information.
- Additional form layouts will be billed at the rate of \$100 per form. Forms that have multiple pages will be billed \$100 for each additional page included in the form.





Maintenance Orders



Caselle Maintenance Orders is for the administrative assistant, clerk, or field personnel who needs to track maintenance orders or non service related orders for an organization's public works department.

With combined power and flexibility, tracking your maintenance orders has never been easier. This application allows you to easily create and print customized maintenance orders and then track their creation date, due date, and completion date. You can also organize maintenance orders by department, project, personnel, or location. In addition, this application allows you to record multiple actions on a single maintenance order and create user-defined fields for storing any unique information. With the Connect Online capabilities, field personnel can view the maintenance orders through a web browser. They can then electronically enter and submit maintenance order information back to the office staff, all without having to go to the office to pick up printed forms.

BENEFITS

- Set up and track maintenance orders through the completion process.
- Track creation, due date, and completion of maintenance orders by date and time.
- Import existing service addresses from Utility Management.
- View a complete list of maintenance orders online.

EFFICIENT

- Organize work by departments, project, or personnel.
- View location history while creating or completing a maintenance order.
- Easily create, edit, reprint, and complete maintenance orders while viewing details.
- Field personnel can access and complete maintenance orders electronically.

FLEXIBLE

- Create and print customized maintenance orders by request type.
- Create and save filters to refine viewable maintenance order history.
- Control actions and personnel by department.
- Create user-defined fields.
- Go paperless and allow field staff to see and complete maintenance orders remotely in real-time.

INTERFACES WITH

- Utility Management
- Document Management

Town of Alpine
Public Works Department – Seeking Bids

PURSUANT TO W.S. §15 – 1 – 113 (2021), the Town of Alpine, a Wyoming municipal corporation, Public Works Department is seeking bids for the supply of the following equipment items:

One (1) used One Ton Diesel Dually Automatic Transmission Truck to be used in the Public Works Department. This unit shall not be older than 2017 and not with less than One Hundred Seventy-Five Thousand (175,000) miles. Unit shall be delivered complete and ready for service, as specified, and shall be equipped with all the manufacturer’s standard equipment, as advertised, whether specifically mentioned in the specifications, in addition to all other equipment and attachments listed in the bid documentation. Please email clerk@alpinewy.gov to receive the specifications.

Proposals to be submitted to Alpine, Wyoming Town Hall no later than 5:00 p.m., May 20th, 2024. All bids will be opened and reviewed in public at 6:45 p.m. on May 21st, 2024, in Town Council Chambers, 250 River Circle, Alpine, Wyoming.

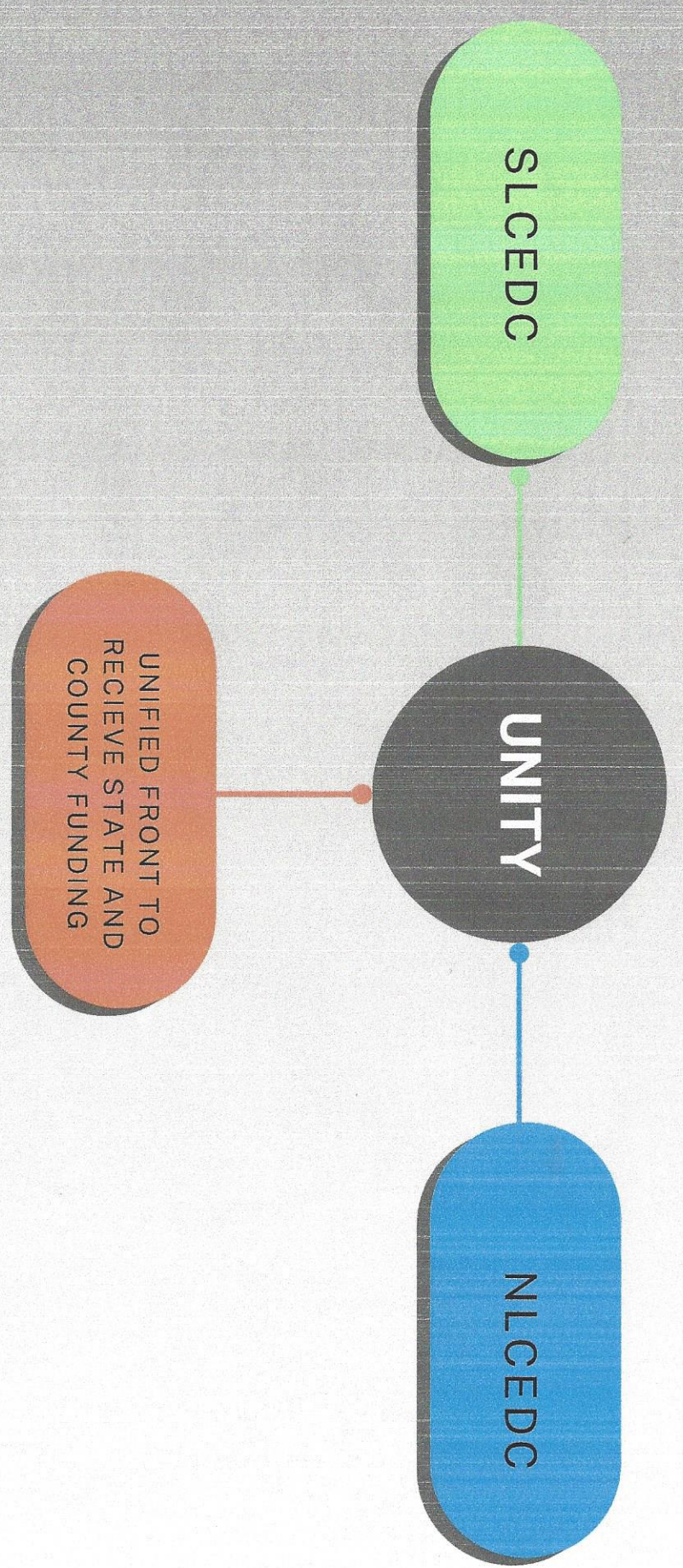
Monica Chenault, Clerk/Treasurer Town of Alpine

Posted Town Web Site:
Emailed to SVI:
Dates to be Published SVI:

SVI Tracking #:

SOUTH LINCOLN COUNTY ECONOMIC DEVELOPMENT COMMITTEE

FUNDING FROM COUNTY TO SUPPORT BOTH





Mission Statement: "To encourage and support a quality future for South Lincoln County"

South Lincoln County Economic Development Corporation (SLCEDC)
P.O. Box 495
Diamondville, WY 83116
slcedc1@gmail.com

April 9, 2024

Re: Interest in participating with the SLCEDC

Dear Mayors and Councilmembers,

I want to thank all the cities for allowing the SLCEDC to be a part of the all Cities, Towns and County workshop on January 25th in Afton, Wyoming. The meeting was very informative and did well to establish a common direction for all of Lincoln County.

In the spirit of "One Lincoln County" the SLCEDC would like to determine if there is interest in having the SLCEDC represent all of Lincoln County as the common Economic Development platform for Lincoln County. The SLCEDCF (The Foundation) is an established 501c(3) and the SLCEDC (The Membership Corporation) is a 501c(6). Currently, these are the only formally established Economic Development organizations in Lincoln County and the desire may not be to create a new entity to essentially perform the same duties. The SLCEDC is simply inquiring whether municipality would be interested in joining other already enrolled cities/towns in becoming members.

By working together and demonstrating unity within Lincoln County, we are striving to be one countywide entity being eligible to receive equity funding from State, and County, and community economic development resources. As we unify our efforts, we will become a stronger organization strategically as well, learning from each other and creating synergies and economies of scale. We will also have sub-committees for each of our specific projects in our designated areas, both north and south as shown in the attached diagram. We are soliciting your input on how this will be structured going forward and want it to be a beneficial organization in helping you attain the goals you have for your community!

Please discuss this opportunity with your respective City or Town councils and provide us with feedback as soon as you can about their interest in participating as a member of SLCEDC (see attached membership fees list for one member). The new fiscal year starts July 1, 2024 through June 30, 2025. Once we have a perspective on how much interest there is then we will submit the idea to the entire board of SLCEDC for approval. Feel free to reach out to any of the four members on our executive board with any further questions.

Chairman – Teresa Frommel – teresafrommel@yahoo.com

VP – Brian Muir – bmuir@kemmerer.org

Treasurer – Teresa Chaulk – tchaulk@rangers1.net

Secretary – Ellen Potter – ellenjanepotter@gmail.com

Thank you for this opportunity to support Lincoln County.
Sincerely,

Teresa Frommel
Chairman SLCEDC

South Lincoln County Economic Development Corporation

Dues Approved on November 8, 2016

- Invoices for dues shall be issued to prospective member in the first quarter of the calendar year.
- Membership dues received during that calendar year shall be applied to membership for that calendar year. If membership dues are received in the subsequent calendar year, membership dues shall be applied to membership for the subsequent calendar year. Voting privileges will follow the year in which the membership dues are paid.
- A member can, at any time, pay the difference in the Tier designation and receive the benefits of the past Tier level.

Friends of SLCEDC – Bronze Level

- Bronze Friends will be assessed an annual dues fee of \$100 - \$499.
- Bronze Friends will:
 - Receive monthly notices of meetings.
 - May serve on Special Committees as appointed.

Tier 2 – Silver Level

- Silver Level Member will be assessed an annual dues fee of \$500 - \$999.
- Silver Level members will:
 - Receive monthly notices of meetings. Receive notice of all Special meetings.
 - May serve on Special Committees as appointed.
 - Voting privileges. Voting privileges will not be extended unless and until the annual dues are received for the fiscal year.
 - Attendance determines quorum.
 - Cc'd on all SLCEDC email correspondence.

Tier 1 – Gold Level

- Gold Level members will be assessed an annual dues fee of \$1000 or more.
- Good Level members will:
 - Receive monthly notice of meetings. Receive notice of all Special Meetings.
 - May serve on Special Committees as appointed.
 - Voting privileges. Voting privileges will not be extended unless and until the annual dues are received for the fiscal year.
 - Attendance determines quorum.
 - Cc'd on all SLCEDC email correspondence.
 - Receive codes for participation in WBC/WEDA's Monthly 'Prosperity Bag' Conf. Call
 - Opportunity to serve as officer in the organization.
 - Serve on the Executive Board

AGREEMENT AND RELEASE

This Agreement and Release (“Agreement”) with an effective date of _____, 2024, is entered into by and between:

The Town of Alpine, Wyoming
a Wyoming municipal corporation
250 River Circle
Alpine, WY 83128

AND

Alpine Development Group, LLC, a dissolved Wyoming limited liability company, by and through, CoVelop, Inc. and Damien T. Mavis, as managing members of the dissolved Alpine Development Group, LLC
P.O. Box 12910
San Luis Obispo, CA 93406

hereinafter collectively referred to as “the Parties.”

WHEREAS, North Star Utility, a Wyoming corporation and the Town of Alpine entered into that Amended and Restated Asset Sale and Purchase Agreement dated October __, 2015;

WHEREAS, included in the assets purchased by the Town of Alpine in the Amended and Restated Asset Sale and Purchase Agreement dated October __, 2015, the Town of Alpine assumed the contracts and easements listed on Schedule C attached thereto;

WHEREAS, among those contracts and easements listed on Schedule C attached to the Amended and Restated Asset Sale and Purchase Agreement dated October __, 2015, are various agreements covering and pertaining to Snake River Junction Subdivision, including: (1) that Water and Sewer Easement Agreement dated June 3, 2005, by and between Garaman, Inc., a Wyoming corporation and North Star Utility; (2) that Agreement for Sewer Service dated December 31, 2007, by and between North Star Utility and Alpine Development Group, LLC, as amended; (3) that Agreement for Water Service between North Star Utility and Alpine Development Group, LLC, as amended; and (4) that Purchase and Sale Agreement dated June 30, 2015 (the “Purchase and Sale Agreement”), by and between North Star Utility and Alpine Development Group, LLC;

WHEREAS, the above-described agreements cover and pertain to the real property known as Snake River Junction Subdivision, being located in the S/2 of Section 20 and the N/2 of Section

Section 7, Itemg.

Faint, illegible text in the upper section of the page.

Faint, illegible text in the middle section of the page.

Faint, illegible text in the lower middle section of the page.

Faint, illegible text in the lower section of the page.

Faint, illegible text at the bottom of the page.

29, both in Township 37 North, Range 118 West, 6th P.M., and being more particularly described in that certain Plat for Snake River Junction Second Filing-First Amended, recorded at Receiving No. 952960 in the land records of Lincoln County, Wyoming, as corrected by that certain Affidavit of Correction dated January 3, 2014, by affiant, Damien Mavis, recorded at Reception No. 974924 of the land records of Lincoln County, Wyoming; and being further amended by that certain Plat for Snake River Junction First Filing-Second Amended, recorded at Receiving No. 971889 of the land records of Lincoln County, Wyoming;

WHEREAS, the Purchase and Sale Agreement includes at Section 1.1(A) a requirement to obtain a Bond in the amount of \$30,000.00 for the purchase and installation of a stand-by generator and construction of an enclosure for the generator. The Purchase and Sale Agreement also includes covenant **5.3 Cost for Installation of Generator** providing that “Seller shall be responsible for those costs” exceeding \$30,000.00 to purchase and install the generator and construct an enclosure for the generator; and

WHEREAS, Alpine Development Group, LLC obtained a Performance Bond, dated June 26, 2015, from Developers Surety and Indemnity Company Indemnity Company of California for the sum of \$30,000.00 as required by the Purchase and Sale Agreement.

NOW THEREFORE, for value received the Parties hereby agree as follows:

1. Alpine Development Group, LLC, its successors and assigns, agrees to pay the Town of Alpine, the sum of \$67,029.00 for the purchase of a stand-by generator for sewer lift stations, including the lift station situate in Snake River Junction Subdivision.

2. The Town of Alpine shall, within 10 days of confirmation of receipt of the above-stated sum, release Alpine Development Group, LLC, its successors and assigns, from any and all obligations and requirements to furnish and install a stand-by generator for the sewer lift station situate in Snake River Junction Subdivision, including, but not limited to, the provided performance bond.

3. The Town of Alpine shall, within 10 days of confirmation of receipt of the above-stated sum, release Alpine Development Group, LLC from any performance bonds obtained by the Alpine Development Group, LLC for the Town of Alpine, Wyoming.

4. The Parties agree to execute and deliver such further instruments, and all notices, releases, stipulations, and other documents as necessary to implement fully the terms and provisions of this Agreement.


5. This Agreement may be executed in counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

WITNESS our hand this ___ day of _____ 2024.

TOWN OF ALPINE, WYOMING
a Wyoming municipality

By: _____
Name: _____
Title: _____

ALPINE DEVELOPMENT GROUP, LLC,
a Wyoming limited liability company

By: 
Name: Damien Maris
Title: Manager
+ President of Covelop inc.



Town of Alpine
RESOLUTION No. 2024-013

**A RESOLUTION ADOPTING AND ACCEPTING THE MILL LEVY
TAX BASE OF FIVE (5) MILLS FOR THE FISCAL YEAR 2025**

WHEREAS as provided by Article 15, Section 6 of the Wyoming Constitution, municipal governments are authorized to levy a maximum of eight (8) mills on the real property and improvements located with their town boundaries; and

WHEREAS it is the understanding of the Alpine Town Council that the Alpine Fire District will be requesting three (3) mills of the eight (8) mills available from the County, thereby reducing the total amount available to the Town of Alpine to five (5) mills.

WHEREAS the Town of Alpine has determined that the maximum authorized mill levy of five (5) mills is necessary and required to assist the Town of Alpine in meeting its financial responsibilities and liabilities.

NOW THEREFORE BE IT RESOLVED that the Town of Alpine shall hereinafter be imposed a tax levy of five (5) mills on each and every dollar of the assessed valuation of the land and real property within the town boundaries of the Town of Alpine for the Fiscal Year 2025, July 1, 2024 – June 30, 2025.

BE IT FURTHER RESOLVED that Eric Green, Mayor of the Town of Alpine, is hereby authorized to sign this resolution and that it is hereby accepted in its entirety and will be effective immediately with the passage of this resolution.

This resolution passed and adopted on the **16th** day of **April 2024**.

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

Eric Green, Mayor

ATTEST:

Monica L. Chenault, Town Clerk/Treasurer



Town of Alpine

RESOLUTION 2024-014

WHEREAS, the Town of Alpine has a separate checking account for the “Mountain Days Event;”

WHEREAS, the Town of Alpine has updated its financial practices to a “single source funding model” after Town’s change to the Caselle Accounting Software.

NOW THEREFORE BE IT RESOLVED, the Town of Alpine Council authorizes Clerk Monica Chenault to close the “Mountain Days” Checking Account and transfer the entire balance to the First Bank Operating Account. These monies will be placed (via Journal Entry) into GL Account Number 01-22108.

BE IT FURTHER RESOLVED THAT at the end of each fiscal year, the net income or net expense will be posted to GL Account Number 01-22108. The disbursement of all Funds transferred into Account Number 01-22108 will be restricted to the Town of Alpine Mountain Days Event. Any disbursement of these funds for any other expense will require a recommendation from the Town of Alpine Events Committee and formal action by the Alpine Town Council.

This resolution passed and adopted on this **16th** day of **April 2024**.

Vote: ___ Yea, ___ Nay, ___ Absent, ___ Abstain

Eric Green, Mayor

ATTEST:

Monica L. Chenault, Town Clerk/Treasurer



Town of Alpine

RESOLUTION 2024-015

WHEREAS, the Town of Alpine receives monies from the State of Wyoming Department of Revenue for the Town of Alpine Lodging Tax.

WHEREAS, the Town of Alpine has updated its financial practices to a “single source funding model” after Town’s change to the Caselle Accounting Software.

NOW THEREFORE BE IT RESOLVED, a GL Account Number 01-22110 will be created for the long-term management of the Travel & Board Income & Expenses.

BE IT FURTHER RESOLVED THAT at the end of each fiscal year, the net income or net expense will be posted to GL Account Number 01-22110. The disbursement of all Funds transferred into Account Number 01-22110 will be restricted to the Town of Alpine Travel & Tourism Board Expenses.

This resolution passed and adopted on this **16th** day of **April 2024**.

Vote: ___ Yea, ___ Nay, ___ Absent, ___ Abstain

Eric Green, Mayor

ATTEST:

Monica L. Chenault, Town Clerk/Treasurer



Town of Alpine

RESOLUTION 2024-017

WHEREAS, the Town of Alpine has separate accounts for the “the Wastewater Department;”

WHEREAS, the Town of Alpine has updated its financial practices to a “single source funding model” after Town’s change to the Caselle Accounting Software.

NOW THEREFORE BE IT RESOLVED, the Town of Alpine Council authorizes Clerk Monica Chenault to take the following action as part of their updated Financial Practices.

Close GL Account Number 01-10201 Sewer Cash in Bank and deposit those funds into the Town of Alpine Operating Account Number 01-10002.

Open a Money Market Account at the Bank of Star Valley (GL Account Number 01-10206), a restricted fund, to be utilized for the sole purpose of long-term reserves for the repair and replacement of the Wastewater Collection System and the Wastewater Pre-treatment & Treatment Plants.

Close GL Account Number 01-10202 Sewer Savings & Reserves and transfer those funds into GL Account Number 01-10206, a restricted fund, to be utilized for the sole purpose of long-term reserves for the repair and replacement of the Wastewater Collection System and the Wastewater Pre-treatment & Treatment Plants.

Close GL Account Number 01-10203 Sewer Savings (1st National) and transfer those funds into GL Account Number 01-10206, a restricted fund, to be utilized for the sole purpose of long-term reserves for the repair and replacement of the Wastewater Collection System and the Wastewater Pre-treatment & Treatment Plants.

Close Account Number 01-10205 Sewer Reserves for Replacement and transfer those funds into GL Account Number 01-10206, a restricted fund, to be utilized for the sole purpose of long-term reserves for the repair and replacement of the Wastewater Collection System and the Wastewater Pre-treatment & Treatment Plants.

BE IT FURTHER RESOLVED THAT each Fiscal Year, the Town Council will authorize the transfer an amount equal to or greater than the amount of depreciation expensed in the Wastewater Fund Annual Amended Budget Ordinance to GL Account Number 01-10206

This resolution passed and adopted on this **16th** day of **April 2024**.

Vote: ___ Yea, ___ Nay, ___ Absent, ___ Abstain

Eric Green, Mayor

ATTEST:

Monica L. Chenault, Town Clerk/Treasurer



Town of Alpine

RESOLUTION 2024-017

WHEREAS, the Town of Alpine has separate accounts for the “the Water Department;”

WHEREAS, the Town of Alpine has updated its financial practices to a “single source funding model” after Town’s change to the Caselle Accounting Software.

NOW THEREFORE BE IT RESOLVED, the Town of Alpine Council authorizes Clerk Monica Chenault to take the following action as part of their updated Financial Practices.

Close GL Account Number 01-10101 Water Cash/Checking and deposit those funds into the Town of Alpine Operating Account Number 01-10002.

Open a Money Market Account at the Bank of Star Valley (GL Account Number 01-10103), a restricted fund, to be utilized for the sole purpose of long-term reserves for the repair and replacement of the Water Production & Distribution System.

Close GL Account Number 01-10102 Water Savings Contingency and transfer those funds into GL Account Number 01-10103, a restricted fund, to be utilized for the sole purpose of long-term reserves for the repair and replacement of the Water Production & Distribution System.

BE IT FURTHER RESOLVED THAT each Fiscal Year, the Town Council will authorize the transfer of an amount equal to or greater than the amount of depreciation expensed in the Water Fund Annual Amended Budget Ordinance to GL Account Number 01-10103.

This resolution passed and adopted on this **16th** day of **April 2024**.

Vote: ___ Yea, ___ Nay, ___ Absent, ___ Abstain

Eric Green, Mayor

ATTEST:

Monica L. Chenault, Town Clerk/Treasurer

TOWN OF ALPINE

ORDINANCE NO. 2024-002

TOWN BOUNDARIES

AN ORDINANCE APPROVING AND AUTHORIZING THE ANNEXATION OF APPROXIMATELY 6.17 +/- ACRES OF PROPERTY LOCATED IN LINCOLN COUNTY, INTO THE BOUNDARIES OF THE TOWN OF ALPINE, WYOMING

WHEREAS, on February 20, 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 February 20, 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 on this 20th day of February 2024.

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

Passed Second Reading on the 19th day of March 2024.

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

Passed on Third and Final Reading 16th day of April 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. 2024-002 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

DEAD HORSE MEADOWS ANNEXATION LEGAL DESCRIPTION

DESCRIPTION FOR DEAD HORSE MEADOWS ANNEXATION

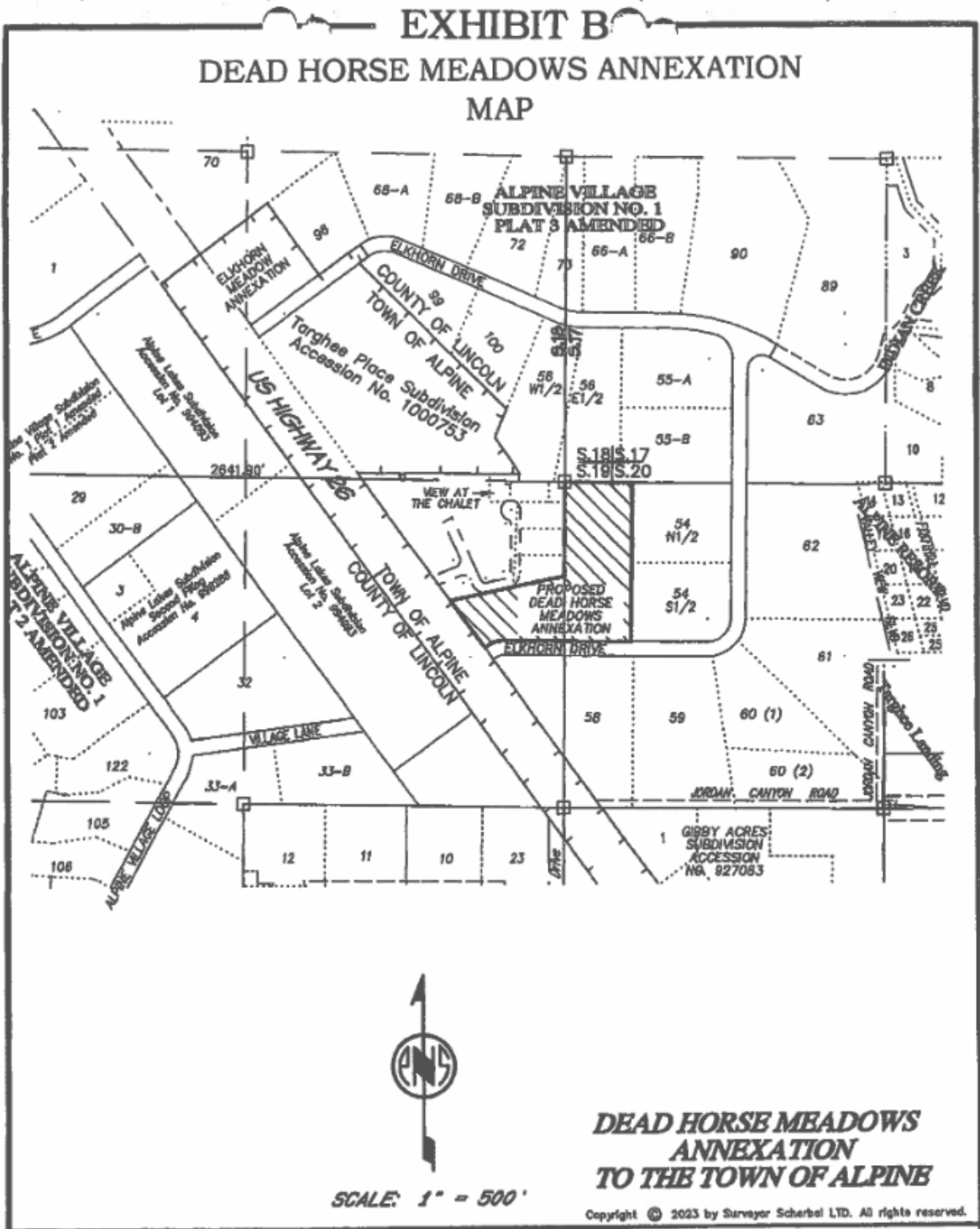
To-wit: - -

All of Lot 53 of Alpine Village Subdivision No. 1 Plat 3 Amended, Lincoln County, Wyoming as described on the official plat filed in the Office of the Clerk of Lincoln County with Accession No. 578380.

19 September 2023



3RL





**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	\$1,622,100.00
Licenses and Permits	\$95,900.00
Charges for Services	\$221,700.00
Intergovernmental Revenue	\$752,000.00
Fine & Penalties	\$3,500.00
Other Revenue	\$89,950.00
TOTAL GENERAL FUND REVENUE	\$2,785,150.00

GENERAL FUND EXPENDITURES

Mayor & Council	\$46,000.00
Administration	\$636,400.00
Court	\$11,800.00
Travel & Tourism	\$1,000.00
Planning & Zoning	\$127,950.00
Information Center	\$31,500.00
Streets	\$316,000.00
Law Enforcement	\$91,850.00
Facilities	\$133,650.00
Parks	\$103,250.00
Events	\$56,350.00
Business & Community Development	\$37,250.00
Capital Outlay	\$350,000.00
Debt Service	\$280,000.00
TOTAL GENERAL FUND EXPENDITURES	\$2,223,000.00

WATER FUND REVENUE

Operating Revenue	\$570,015.00
Grant Income	\$100,000.00
Other Income	\$41,800.00
TOTAL WATER FUND REVENUE	\$711,815.00

WATER FUND EXPENDITURES

Administration	\$60,250.00
Field Operations	\$549,000.00
Capital Outlay	\$110,000.00
Debt Service	\$64,000.00
TOTAL WATER FUND EXPENDITURES	\$783,250.00

WASTER WATER FUND

Operating Revenue	\$625,000.00
Grant Income	\$1,750,000.00
Other Income	\$0.00
TOTAL WASTEWATER FUND REVENUE	\$2,375,000.00

WASTEWATER FUND EXPENDITURES

Administration	\$237,500.00
Collections	\$167,700.00
Pre-treatment	\$29,700.00
Wastewater Treatment Plant	\$527,500.00
Capital Outlay	\$1,607,750.00
Debt Service	\$189,000.00
TOTAL WATER FUND EXPENDITURES	\$2,759,150.00

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

VOTE: YES, NO, ABSTAIN, ABSENT

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

VOTE: YES, NO, ABSTAIN, 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



**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	\$1,276,900.00
Licenses and Permits	\$35,150.00
Charges for Services	\$256,510.00
Intergovernmental Revenue	\$423,000.00
Fine & Penalties	\$5,000.00
Other Revenue	\$105,000.00
TOTAL GENERAL FUND REVENUE	\$2,101,560.00

GENERAL FUND EXPENDITURES

Mayor & Council	\$53,750.00
Administration	\$546,900.00
Court	\$12,100.00
Travel & Tourism	\$1,000.00
Planning & Zoning	\$127,950.00
Information Center	\$84,500.00
Streets	\$316,000.00
Law Enforcement	\$171,900.00
Facilities	\$133,650.00
Parks	\$103,250.00
Events	\$56,350.00
Business & Community Development	\$25,000.00
Capital Outlay	\$300,000.00
Debt Service	\$280,000.00
TOTAL GENERAL FUND EXPENDITURES	\$2,212,350.00

WATER FUND REVENUE

Operating Revenue	\$520,025.00
Grant Income	\$1,120,000.00
Other Income	\$25,000.00
TOTAL WATER FUND REVENUE	\$1,665,025.00

WATER FUND EXPENDITURES

Administration	\$60,250.00
Field Operations	\$627,500.00
Capital Outlay	\$933,000.00
Debt Service	\$64,000.00
TOTAL WATER FUND EXPENDITURES	\$1,684,750.00

WASTER WATER FUND

Operating Revenue	\$700,000.00
Grant Income	\$0.00
Other Income	\$10,000.00
TOTAL WASTEWATER FUND REVENUE	\$710,000.00

WASTEWATER FUND EXPENDITURES

Administration	\$97,500.00
Collections	\$180,700.00
Pre-treatment	\$201,400.00
Wastewater Treatment Plant	\$392,500.00
Capital Outlay	\$0.00
Debt Service	\$286,000.00
TOTAL WATER FUND EXPENDITURES	\$1,158,100.00

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

VOTE: __ YES, __ NO, __ ABSTAIN, __ ABSENT

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

VOTE: __ YES, __ NO, __ ABSTAIN, __ 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