



TOWN COUNCIL MEETING AGENDA

July 07, 2026, at 7:00 PM

250 River Circle - Alpine, WY 83128

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

1. **CALL TO ORDER** - Mayor Green
2. **PLEDGE OF ALLEGIANCE** – Mayor Green
3. **ROLL CALL** – Monica Chenault
4. **ADOPT THE AGENDA**

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.](#) Planning & Zoning Commission Minutes - June 9, 2026
 - [b.](#) Bills to Pay - June 6, 2026 - July 7, 2026
6. **REPORTS**
 - a. Mayor's Report – Eric Green
 - b. Events Committee Report - Andrea Burchard
 - [c.](#) Fireworks Restrictions within the Town of Alpine - Jeremiah Larsen
 - d. Economic Development Report – Jeremiah Larsen
 - e. Alpine Travel & Tourism Board Report – Jeremiah Larsen
 - [f.](#) Clerk/Treasurer Report – Monica Chenault - Submitted in Writing
 - [g.](#) Public Works Director Report - Craig Leseberg - Submitted in Writing

- [h.](#) Planning & Zoning Report – Gina Corson - Submitted in Writing - May and June
- [i.](#) Code Enforcement Officer Report - Tara Bender - Submitted in Writing

7. ACTION ITEMS

[a.](#) Review and Consider Proposed Amendments to Town Council Meeting Rules:

Suggested Motion: Review the proposed amendments and provide direction to staff and the Town Attorney regarding preparation of an updated resolution for Council consideration.

[b.](#) Resolution 2026-031 Melvin Brewing Purchase Option:

Suggested Motion: I move to approve Resolution No. 2026-031, confirming Melvin Brewing's exercise of its purchase option for the property located at 624 County Road 101 and authorizing the Town to proceed in accordance with the existing agreements, subject to final payoff, payment of all outstanding amounts owed to the Town, final review and approval by the Town Attorney, and applicable Wyoming Business Council requirements.

[c.](#) Alpine Meadows Letter Agreements:

Suggested Motion:

Motion 1: I move to approve the Letter Agreement templates for property owners in Alpine Meadows with separated or offset joints and/or other minor sewer lateral conditions, subject to minor changes by staff.

Motion 2: I move to direct staff to prepare the templates for each affected property owner and authorize the mayor to execute the letter agreements once complete.

[d.](#) Town of Alpine Ordinance No. 2026-011 – Boardwalk II Lot 18 Annexation - 2nd Reading:

Suggested Motion: Motion to approve Ordinance No. 2026-011 - Boardwalk II Lot 18 Annexation on the 2nd Reading.

[e.](#) Amendment to the Securities Custodial Agreement - Ratification of Signatures:

This document amends the Town's current banking arrangement by changing the required overnight balance in the Town's operating account to \$0.00. Under the prior arrangement, the Town was required to leave \$400,000.00 in the operating account overnight. Those funds did not earn interest while held in that account.

Under the amended arrangement, funds in the operating account will be transferred daily into a repurchase product, allowing Town funds to be more fully utilized and to earn interest rather than remaining idle in the operating account.

This change was also necessary to avoid a new monthly fee of \$1,000.00 that would have been charged to insure any operating account balance above \$250,000.00, which is the amount covered by FDIC insurance. By reducing the required overnight operating account balance to

\$0.00 and transferring funds daily into the repurchase product, the Town avoids that additional monthly cost while maintaining appropriate protection and management of public funds.

Because of the timing associated with implementing this change and avoiding the new fee, the document was signed prior to the next regular Council meeting. Council is now being asked to ratify those signatures and approve the document as executed.

Suggested Motion: I move to ratify the signatures on the Amendment to the Securities Custodial Agreement and approve the amendment as executed, modifying the required overnight operating account balance to \$0.00 to allow daily transfers into the repurchase product, maximize interest earnings on Town funds, and avoid the additional monthly insurance fee.

8. PUBLIC COMMENT

Public comment is limited to a total of 20 minutes, with each speaker allowed up to 3 minutes. This is an opportunity to address the Council on any topic. The Council may listen but will not take action on items raised during this time. Speakers are expected to maintain decorum and be respectful. Written comments may be submitted by 12:00 PM (Noon) on the day of the meeting.

[a.](#) Written Public Comment

9. ADJOURNMENT



PLANNING & ZONING MEETING MINUTES

June 9, 2026, at 7:00 PM

Meeting Type – Regular Meeting and Public Hearing

1. CALL TO ORDER

Chairman Wilson called the meeting to order at 7:01 PM.

2. ROLL CALL & ESTABLISH QUORUM

Administrator Corson conducted roll call.

Commission Members Present

- Dan Schou
- Melisa Wilson
- Rachel Stewart

A quorum was established.

Staff Present

- Gina Corson, Planning & Zoning Administrator

3. TONIGHT'S APPOINTMENTS/ NEW BUSINESS:

a. RB26-000015-Casuccio, Alexander, and Michelle- SFR Site Plan- 610 Snake River Drive Lot #72 of Riverview Meadows Site plan review

The applicant presented a site plan for construction of a single-family residence.

The site plan was lacking the indication of snow storage.

Action

Member Stewart made a motion to approve RB26-000015 contingent upon updating the site plan with the required snow storage area(s). Member Schou seconded the motion.

Voting Yea: Member Schou, Member Stewart, and Chairman Wilson. Motion carried unanimously.

b. RB26-000016-Alpine Flats, Multi-Unit Residential Site Plan- LLC- 303 US Highway 26 Building #2 Site plan review

The applicant presented a site plan for construction of a multi-family residence.

The commission had concerns about the accessibility and turn arounds for emergency services specifically fire trucks. They would like the site plan to be reviewed and approved by the Alpine Fire Department.

The commission had concerns about the number of provided parking spaces. They did not feel it complied with the LUDC, especially if you were looking at the phased development individually and not as a completed project. Mr. Hale, a representative for the project indicated that the parking was already approved in the Master Plan.

Action

Member Schou made a motion to approve RB26-000016 pending approval from Alpine Fire Department. Member Stewart seconded the motion.

Voting Yea: Member Schou, Member Stewart, and Chairman Wilson. Motion carried unanimously.

c. RB26-000019-Alpine Flats, Multi-Unit Residential Site Plan- LLC- 303 US Highway 26 Building #3 Site plan review

The applicant presented a site plan for construction of a multi-family residence.

Discussion Included

- Setback measurements;
- Porch locations;
- Utility placement;
- HOA requirements.

The commission had concerns about the accessibility and turn arounds for emergency services specifically fire trucks. They would like the site plan to be reviewed and approved by the Alpine Fire Department.

The commission had concerns about the number of provided parking spaces. They did not feel it complied with the LUDC, especially if you were looking at the phased development individually and not as a completed project. Mr. Hale, a representative for the project indicated that the parking was already approved in the Master Plan.

Action

Member Schou made a motion to approve RB26-000019 pending approval from Alpine Fire Department. Member Stewart seconded the motion.

Voting Yea: Member Schou, Member Stewart, and Chairman Wilson. Motion carried unanimously.

d. RB26-000020-Alpine Flats, Multi-Unit Residential Site Plan- LLC- 303 US Highway 26 Building #4 Site plan review

The applicant presented a site plan for construction of a multi-family residence.

Discussion Included

- Setback measurements;
- Porch locations;
- Utility placement;
- HOA requirements.

The commission had concerns about the accessibility and turn arounds for emergency services specifically fire trucks. They would like the site plan to be reviewed and approved by the Alpine Fire Department.

The commission had concerns about the number of provided parking spaces. They did not feel it complied with the LUDC, especially if you were looking at the phased development individually and not as a completed project. Mr. Hale, a representative for the project indicated that the parking was already approved in the Master Plan.

Action

Member Schou made a motion to approve RB26-000020 pending approval from Alpine Fire Department. Member Stewart seconded the motion.

Voting Yea: Member Schou, Member Stewart, and Chairman Wilson. Motion carried unanimously.

e. RB26-000017- Fiebke, Jacob- 357 Aster Loop, Lot #29 of Alpine Meadows- Site Plan Review

The applicant presented a site plan for a new single-family residence.

The Commission found the site plan compliant with all applicable requirements.

Action

Member Stewart made a motion to approve RB26-000017. Member Schou seconded the motion.

Voting Yea: Member Schou, Member Stewart, and Chairman Wilson. Motion carried unanimously.

f. RB26-000018- DIA Properties, LLC- 213 Greys River Road, Lot #55 of Palis Park- Site Plan Review

The applicant presented a site plan for construction of a single-family residence.

The site plan was lacking the indication of snow storage.

Action

Member Stewart made a motion to approve RB26-000018 contingent upon updating the site plan with the required snow storage area(s). Member Schou seconded the motion.

Voting Yea: Member Schou, Member Stewart, and Chairman Wilson. Motion carried unanimously.

g. RB26-000021- Bibb, Steve, and Linda- 752 Terrace Drive, Lot #2 of Alpine Estates #2- Site Plan Review

The applicant presented a site plan for construction of a single-family residence.

The site plan was lacking the indication of snow storage and the plan did not indicate where the utilities came into the home.

Action

Member Stewart made a motion to approve RB26-000018 contingent upon updating the site plan with the required snow storage area(s), and indication of utility lines from ROW to the home. Member Schou seconded the motion.

Voting Yea: Member Schou, Member Stewart, and Chairman Wilson. Motion carried unanimously.

5. TABLED ITEMS

None.

6. UNFINISHED / ONGOING BUSINESS

Discussion occurred regarding updates to the LUDC for bonding of larger projects as to not end up with incomplete projects and eye sores around the town. Administrator Corson suggested to make that bonding requirement as part of the PUD process and/or Master Plan process. Member Stewart suggested a project cost threshold.

Additional discussion will be needed during the updates to the LUDC at a later date.

7. CORRESPONDENCE

None.

8. DISCUSSION ITEMS

a. Adding a Second Planning and Zoning Commission Meeting Per Month

The Commission discussed adding a second Planning and Zoning meeting during the summer construction season to help address permitting timelines and ongoing workload demands.

Discussion Included

- Historical use of two monthly meetings during summer months;
- Increased construction activity;
- Workload related to permit processing;
- LUDC update work sessions;
- Administrative workload and public service considerations.

Consensus generally supported holding two meetings per month during the summer season.

b. Future LUDC Work Sessions

The Commission discussed whether to continue active LUDC work sessions through the summer or postpone substantial code revision efforts until fall.

Discussion Included

- The scale and complexity of proposed code revisions;
- Need for consultant assistance;
- Alignment between the Draft Master Plan and current LUDC;
- Density standards and zoning concerns;
- Overlay districts and corridor development concepts;
- Topography requirements on future site plans;
- Long-term planning priorities and implementation strategies.

Commissioners expressed support for pursuing consultant assistance to help modernize and comprehensively update the LUDC.

9. APPROVAL OF MINUTES

Approval of Minutes for May 12, 2026 Meeting

Action

Member Stewart made a motion to approve the May 12, 2026 meeting minutes. Member Schou seconded the motion.

Voting Yea: Member Schou, Member Stewart, and Chairman Wilson. Motion carried unanimously.

10. TOWN COUNCIL ASSIGNMENT

Dan Schou

11. ADJOURNMENT

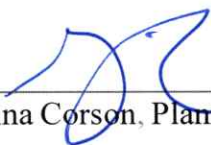
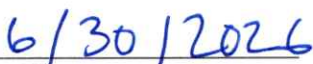
Action

Member Stewart made a motion to adjourn the meeting. Member Schou seconded the motion.

Voting Yea: Member Schou, Member Stewart, and Chairman Wilson. Motion carried unanimously.

The meeting adjourned at 8:23 PM.

 _____  _____
Melisa Wilson, Chairman Date

 _____  _____
Gina Corson, Planning & Zoning Administrator Date

Prepared and Transcribed By:

_____  _____
Gina Corson, Planning & Zoning Administrator Date

** Minutes are a summary of the meeting **

Town of Alpine

Check Register - Town of Alpine
Check Issue Dates: 6/2/2026 - 7/7/2026Page: 1
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Report Criteria:

Report type: Summary

Check.Type = {<>} "Adjustment"

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount	
06/26	06/03/2026	4706	1780	REIC Rentals	10-20100	100.00	M
06/26	06/03/2026	4714	1780	REIC Rentals	10-20100	100.00	M
06/26	06/03/2026	4722	1780	REIC Rentals	10-20100	100.00	M
06/26	06/03/2026	4730	1780	REIC Rentals	10-20100	100.00	M
06/26	06/05/2026	20846	410	AT&T MOBILITY	52-20100	681.38	M
06/26	06/10/2026	20847	3780	The Bancorp	10-20100	8,053.61	M
06/26	06/05/2026	20848	2880	Xpress Bill Pay	52-20100	723.09	M
06/26	06/03/2026	20849	3670	Teton Technology Partners, LLC	52-20100	3,467.86	M
06/26	06/09/2026	20850	1940	Silver Star Communications	10-20100	236.24	M
06/26	06/09/2026	20851	1940	Silver Star Communications	52-20100	320.64	M
06/26	06/09/2026	20852	1940	Silver Star Communications	10-20100	641.98	M
06/26	06/08/2026	20854	3670	Teton Technology Partners, LLC	10-20100	297.00	M
06/26	06/11/2026	20855	3670	Teton Technology Partners, LLC	10-20100	3,264.52	M
06/26	06/15/2026	20856	450	Bank of Star Valley	52-20100	7,000.00	M
06/26	06/23/2026	20857	3670	Teton Technology Partners, LLC	10-20100	690.55	M
07/26	07/01/2026	20858	1560	Lower Valley Energy	10-20100	254.48	M
07/26	07/01/2026	20859	1560	Lower Valley Energy	10-20100	19.91	M
07/26	07/01/2026	20860	1560	Lower Valley Energy	52-20100	18.00	M
07/26	07/01/2026	20861	1560	Lower Valley Energy	51-20100	2,481.97	M
07/26	07/01/2026	20862	1560	Lower Valley Energy	10-20100	54.64	M
07/26	07/01/2026	20863	1560	Lower Valley Energy	10-20100	30.34	M
07/26	07/01/2026	20864	1560	Lower Valley Energy	10-20100	31.33	M
07/26	07/01/2026	20865	1560	Lower Valley Energy	10-20100	38.27	M
07/26	07/01/2026	20866	1560	Lower Valley Energy	52-20100	5,313.39	M
07/26	07/01/2026	20867	1560	Lower Valley Energy	10-20100	18.13	M
07/26	07/01/2026	20868	1560	Lower Valley Energy	52-20100	88.00	M
07/26	07/01/2026	20869	1560	Lower Valley Energy	52-20100	66.25	M
07/26	07/01/2026	20870	1560	Lower Valley Energy	51-20100	22.42	M
07/26	07/01/2026	20871	1560	Lower Valley Energy	52-20100	18.07	M
07/26	07/01/2026	20872	1560	Lower Valley Energy	52-20100	42.42	M
07/26	07/01/2026	20873	1560	Lower Valley Energy	52-20100	218.64	M
07/26	07/01/2026	20874	1560	Lower Valley Energy	51-20100	60.16	M
07/26	07/01/2026	20875	1560	Lower Valley Energy	51-20100	19.98	M
07/26	07/01/2026	20876	1560	Lower Valley Energy	10-20100	59.84	M
07/26	07/01/2026	20877	1560	Lower Valley Energy	51-20100	81.36	M
07/26	07/01/2026	20878	1560	Lower Valley Energy	51-20100	473.60	M
07/26	07/01/2026	20879	1560	Lower Valley Energy	52-20100	26.05	M
07/26	07/01/2026	20880	1560	Lower Valley Energy	52-20100	47.11	M
07/26	07/01/2026	20881	1560	Lower Valley Energy	52-20100	48.29	M
07/26	07/01/2026	20882	1560	Lower Valley Energy	10-20100	18.00	M
07/26	07/01/2026	20883	1560	Lower Valley Energy	52-20100	1,318.91	M
07/26	07/01/2026	20884	1560	Lower Valley Energy	10-20100	18.66	M
07/26	07/01/2026	20885	1560	Lower Valley Energy	52-20100	3.67	M
07/26	07/05/2026	20886	410	AT&T MOBILITY	52-20100	681.38	M
06/26	06/02/2026	20887	960	First Bank Card	10-20100	15,928.37	M
06/26	06/30/2026	21119	4250	Citizenserve	10-20100	19,200.00-	V
06/26	06/02/2026	21153	400	ASCAP	10-20100	463.42	
06/26	06/02/2026	21154	470	Beau Taylor	10-20100	120.00	
06/26	06/02/2026	21155	480	Belinda Penny	10-20100	1,240.00	
06/26	06/02/2026	21156	710	Core & Main LP	51-20100	5,062.36	
06/26	06/02/2026	21157	1660	DBR, INC	52-20100	397.50	
06/26	06/02/2026	21158	3930	Design Energy Engineering, LLC	10-20100	4,987.50	
06/26	06/02/2026	21159	870	Energy Laboratories Inc	51-20100	491.00	

M = Manual Check, V = Void Check

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
06/26	06/02/2026	21160	1070	Gray Bear Productions	10-20100	6,000.00
06/26	06/02/2026	21161	2890	High Country Linen	52-20100	162.34
06/26	06/02/2026	21162	3110	Jennifer Downing	51-20100	103.36
06/26	06/02/2026	21163	4200	JVA, Inc.	52-20100	2,255.40
06/26	06/02/2026	21164	1510	Lincoln County Sheriff's Office	10-20100	706.50
06/26	06/02/2026	21165	1670	Machines in Motion LLC	10-20100	825.00
06/26	06/02/2026	21166	1700	One Call of Wyoming	52-20100	214.20
06/26	06/02/2026	21167	2870	Sanderson Law Office	10-20100	2,600.00
06/26	06/02/2026	21168	1910	Servant Electric PC	10-20100	14,915.36
06/26	06/02/2026	21169	1930	Sherwin-Williams	10-20100	629.00
06/26	06/02/2026	21170	3990	Tara Bender	10-20100	40.00
06/26	06/02/2026	21171	320	The Cookout LLC	10-20100	1,000.00
06/26	06/02/2026	21172	2530	W.A.R.M. Property Insurance Pool	10-20100	421.32
06/26	06/02/2026	21173	4290	W.W. Grainger, Inc.	52-20100	66.97
06/26	06/02/2026	21174	3950	Williams, Porter, Day & Neville, P.C.	10-20100	714.00
06/26	06/04/2026	21175	1690	Star Valley Circus	10-20100	500.00
06/26	06/23/2026	21179	120	307 Mechanical, Inc.	51-20100	984.26
06/26	06/23/2026	21180	200	Alarmlogix, LLC	10-20100	35.00
06/26	06/23/2026	21181	250	Alpine Ace Hardware	52-20100	945.94
06/26	06/23/2026	21182	4320	Assurity Life Insurance Company	10-20100	1,212.19
06/26	06/23/2026	21183	4080	Austin Young	10-20100	375.00
06/26	06/23/2026	21184	2100	Avante LLC	10-20100	625.00
06/26	06/23/2026	21185	480	Belinda Penny	51-20100	860.00
06/26	06/23/2026	21186	570	Broulims-Alpine	10-20100	138.02
06/26	06/23/2026	21187	3760	Chemwest LLC	51-20100	1,350.00
06/26	06/23/2026	21188	3360	Cobblestone Hotel & Suites - Alpine	10-20100	1,540.00
06/26	06/23/2026	21189	700	Control Engineers, PA	52-20100	137.50
06/26	06/23/2026	21190	710	Core & Main LP	51-20100	7,415.35
06/26	06/23/2026	21191	3920	Cushing Terrell	10-20100	9,500.00
06/26	06/23/2026	21192	3930	Design Energy Engineering, LLC	10-20100	4,943.75
06/26	06/23/2026	21193	860	Dry Creek Enterprises Inc	10-20100	260.00
06/26	06/23/2026	21194	2740	Dylan Young	10-20100	375.00
06/26	06/23/2026	21195	870	Energy Laboratories Inc	51-20100	2,649.00
06/26	06/23/2026	21196	900	Falcon Environmental Corp	52-20100	1,274.60
06/26	06/23/2026	21197	910	Fall River Propane	52-20100	19.13
06/26	06/23/2026	21198	3110	G&A Construction	52-20100	5,752.94
06/26	06/23/2026	21199	3320	Gary Fields	10-20100	2,600.00
06/26	06/23/2026	21200	2890	High Country Linen	52-20100	185.66
06/26	06/23/2026	21201	3330	Horse Warriors	10-20100	500.00
06/26	06/23/2026	21202	1210	Huber Technology LLC	52-20100	3,000.00
06/26	06/23/2026	21203	3570	Hunt Construction, Inc	10-20100	6,900.00
06/26	06/23/2026	21204	1240	IDAWY Solid Waste District	52-20100	10.00
06/26	06/23/2026	21205	170	Jeffrey S Lutz	10-20100	1,200.00
06/26	06/23/2026	21206	1310	Jenkins Building Supply	51-20100	595.16
06/26	06/23/2026	21207	3350	Jennifer Anderson	10-20100	458.13
06/26	06/23/2026	21208	1960	Jewels and Stones LLC	10-20100	600.00
06/26	06/23/2026	21209	1340	Jorgensen Associates, Inc	52-20100	19,528.87
06/26	06/23/2026	21210	4200	JVA, Inc.	52-20100	2,232.00
06/26	06/23/2026	21211	2790	Katherine King	10-20100	600.00
06/26	06/23/2026	21212	1590	Laura Greenwald	10-20100	750.00
06/26	06/23/2026	21213	3475	Leseberg, Craig	10-20100	97.55
06/26	06/23/2026	21214	1510	Lincoln County Sheriff's Office	10-20100	706.50
06/26	06/23/2026	21215	1530	Lincoln County Water Quality Lab	51-20100	229.00
06/26	06/23/2026	21216	3110	Melody Leseberg	10-20100	300.00
06/26	06/23/2026	21217	3560	Nicholas Robert Demler	10-20100	1,500.00
06/26	06/23/2026	21218	1680	Norco, Inc	10-20100	40.92
06/26	06/23/2026	21219	1700	One Call of Wyoming	52-20100	445.20

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
06/26	06/23/2026	21220	4090	Pacific Office Automation	10-20100	220.88
06/26	06/23/2026	21221	1630	Paul Lavold	10-20100	10,000.00
06/26	06/23/2026	21222	3940	PEAC Solutions	10-20100	282.98
06/26	06/23/2026	21223	3900	Peak Water Services, LLC	52-20100	20,949.35
06/26	06/23/2026	21224	1780	REIC Rentals	10-20100	9.50
06/26	06/23/2026	21225	1910	Servant Electric PC	52-20100	597.29
06/26	06/23/2026	21226	1830	Seth Warren	10-20100	2,200.00
06/26	06/23/2026	21227	3110	Sierra Booth	10-20100	438.22
06/26	06/23/2026	21228	1690	Star Valley Circus	10-20100	500.00
06/26	06/23/2026	21229	4170	Stelting & Gross LLC	52-20100	4,145.00
06/26	06/23/2026	21230	790	Suncore Construction and Materials, Inc.	51-20100	448.79
06/26	06/23/2026	21231	2140	SVI Media	10-20100	701.13
06/26	06/23/2026	21232	3990	Tara Bender	10-20100	33.37
06/26	06/23/2026	21233	2390	USABlueBook	52-20100	320.65
06/26	06/23/2026	21234	2480	Valley Wide Cooperative, Inc	52-20100	203.95
06/26	06/23/2026	21235	4290	W.W. Grainger, Inc.	52-20100	119.71
06/26	06/23/2026	21236	3530	West Bank Sanitation	52-20100	7,523.02
06/26	06/23/2026	21237	3950	Williams, Porter, Day & Neville, P.C.	10-20100	102.00
06/26	06/23/2026	21238	2610	WY Office of State Lands & Investments	51-20100	29,506.17
06/26	06/23/2026	21239	2730	Wyoming Local Liability Pool	10-20100	7,577.00
06/26	06/23/2026	21240	4150	Yost	52-20100	366.86
06/26	06/22/2026	21242	2600	Dwayne Gulley	10-20100	6,726.00
06/26	06/22/2026	21243	3400	Fireworks West Internationale	10-20100	25,000.00
07/26	07/01/2026	21246	2370	Wyoming Welcomes The Wall That Heals	10-20100	6,000.00
07/26	07/01/2026	21248	200	Alarmlogix, LLC	10-20100	35.00
07/26	07/07/2026	21249	290	Alpine Excavation LLC	51-20100	21,031.30
07/26	07/01/2026	21250	2100	Avante LLC	10-20100	1,875.00
07/26	07/01/2026	21251	2320	Chad R. Merritt	10-20100	80.00
07/26	07/01/2026	21252	650	CNA Surety	10-20100	250.00
07/26	07/01/2026	21253	3920	Cushing Terrell	10-20100	22,000.00
07/26	07/07/2026	21254	3110	Dave Thompson Photography	10-20100	555.00
07/26	07/07/2026	21255	2170	EMSL Analytical, Inc.	51-20100	546.00
07/26	07/07/2026	21256	870	Energy Laboratories Inc	51-20100	998.00
07/26	07/07/2026	21257	900	Falcon Environmental Corp	52-20100	14,463.41
07/26	07/07/2026	21258	2890	High Country Linen	52-20100	215.00
07/26	07/01/2026	21259	2490	Jack W. Johnson	10-20100	750.00
07/26	07/01/2026	21260	1340	Jorgensen Associates, Inc	52-20100	17,021.00
07/26	07/01/2026	21261	1650	Kimley-Horn and Associates, Inc.	10-20100	53,627.75
07/26	07/07/2026	21262	1430	KubWater Resources, Inc.	52-20100	6,114.27
07/26	07/07/2026	21263	1530	Lincoln County Water Quality Lab	51-20100	148.00
07/26	07/07/2026	21264	1610	Mission Communications, LLC	51-20100	4,654.98
07/26	07/07/2026	21265	2220	Musgrove Engineering, PA	51-20100	825.00
07/26	07/01/2026	21266	2520	Nolan T. Heiner	10-20100	1,323.00
07/26	07/01/2026	21267	4090	Pacific Office Automation	10-20100	64.95
07/26	07/07/2026	21268	3900	Peak Water Services, LLC	52-20100	5,748.54
07/26	07/01/2026	21269	2870	Sanderson Law Office	10-20100	3,200.00
07/26	07/07/2026	21270	790	Suncore Construction and Materials, Inc.	51-20100	195.00
07/26	07/01/2026	21271	3110	Terry Carey	10-20100	215.00
07/26	07/07/2026	21272	2260	Tormack Custom Screen Printing	10-20100	1,741.00
07/26	07/07/2026	21273	3110	Travis Martin	10-20100	575.00
07/26	07/01/2026	21274	2530	W.A.R.M. Property Insurance Pool	10-20100	54,066.52
07/26	07/07/2026	21275	4290	W.W. Grainger, Inc.	52-20100	174.57
07/26	07/01/2026	21276	2570	Western Records Destruction, Inc.	52-20100	95.00
07/26	07/01/2026	21277	4150	Yost	52-20100	192.54

Grand Totals:

497,618.11

Summary by General Ledger Account Number

M = Manual Check, V = Void Check

Town of Alpine

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GL Account	Debit	Credit	Proof
10-20100	14,400.00	313,704.23-	299,304.23-
10-21130	1,212.19	.00	1,212.19
10-32-120	752.94	.00	752.94
10-33-135	1,345.00	.00	1,345.00
10-42-240	1,246.78	.00	1,246.78
10-42-315	19,180.29	.00	19,180.29
10-42-325	503.86	.00	503.86
10-42-335	2,889.93	7,200.00-	4,310.07-
10-42-340	506.04	.00	506.04
10-42-345	3,264.52	.00	3,264.52
10-42-350	130.75	.00	130.75
10-42-360	463.42	.00	463.42
10-42-370	90.28	.00	90.28
10-42-380	2,525.67	.00	2,525.67
10-42-381	54,737.84	.00	54,737.84
10-42-410	859.19	.00	859.19
10-48-410	23.75	.00	23.75
10-48-415	11,750.00	.00	11,750.00
10-50-315	9,931.25	.00	9,931.25
10-50-331	7,257.00	.00	7,257.00
10-50-335	242.75	4,800.00-	4,557.25-
10-50-350	472.63	.00	472.63
10-50-410	97.08	.00	97.08
10-54-333	10,433.39	.00	10,433.39
10-54-350	589.45	.00	589.45
10-54-455	97.55	.00	97.55
10-56-319	1,413.00	.00	1,413.00
10-56-335	.99	2,400.00-	2,399.01-
10-56-410	242.75	.00	242.75
10-56-452	89.22	.00	89.22
10-56-454	73.37	.00	73.37
10-58-330	503.00	.00	503.00
10-58-332	8,500.00	.00	8,500.00
10-58-334	59.74	.00	59.74
10-58-402	825.00	.00	825.00
10-58-410	491.14	.00	491.14
10-58-450	169.82	.00	169.82
10-58-452	573.48	.00	573.48
10-58-454	508.66	.00	508.66
10-65-332	2,090.00	.00	2,090.00
10-65-452	689.71	.00	689.71
10-65-454	95.00	.00	95.00
10-66-421	25,000.00	.00	25,000.00
10-66-428	438.22	.00	438.22
10-66-429	113.38	.00	113.38
10-66-430	9,948.13	.00	9,948.13
10-66-431	8,421.40	.00	8,421.40
10-66-432	29,400.18	.00	29,400.18
10-90-541	31,500.00	.00	31,500.00
10-90-545	53,900.88	.00	53,900.88
10-95-640	8,053.61	.00	8,053.61
51-20100	2,411.15	99,265.40-	96,854.25-
51-33-100	103.36	.00	103.36
51-42-315	3,205.00	.00	3,205.00
51-42-335	743.61	2,400.00-	1,656.39-
51-42-370	316.41	.00	316.41

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GL Account	Debit	Credit	Proof
51-42-380	2,525.67	.00	2,525.67
51-42-410	462.65	.00	462.65
51-80-320	4,315.00	.00	4,315.00
51-80-332	33,872.21	11.15-	33,861.06
51-80-430	1,350.00	.00	1,350.00
51-80-452	2,004.58	.00	2,004.58
51-80-453	4,454.93	.00	4,454.93
51-80-454	100.00	.00	100.00
51-90-540	17,005.24	.00	17,005.24
51-90-545	14,850.15	.00	14,850.15
51-95-620	11,848.51	.00	11,848.51
51-95-630	2,108.08	.00	2,108.08
52-20100	2,400.00	103,859.63-	101,459.63-
52-33-200	1,000.00	.00	1,000.00
52-38-400	4,000.00	.00	4,000.00
52-42-315	230.00	.00	230.00
52-42-335	406.65	2,400.00-	1,993.35-
52-42-370	316.40	.00	316.40
52-42-380	2,525.66	.00	2,525.66
52-42-410	269.20	.00	269.20
52-82-332	15,945.52	.00	15,945.52
52-82-390	299.99	.00	299.99
52-82-454	3,273.27	.00	3,273.27
52-82-455	269.83	.00	269.83
52-83-315	5,396.10	.00	5,396.10
52-83-332	20,644.65	.00	20,644.65
52-83-454	1,318.91	.00	1,318.91
52-84-315	2,925.60	.00	2,925.60
52-84-319	6,664.63	.00	6,664.63
52-84-320	1,071.63	.00	1,071.63
52-84-332	3,948.08	.00	3,948.08
52-84-335	485.51	.00	485.51
52-84-390	108.00	.00	108.00
52-84-400	294.28	.00	294.28
52-84-454	5,771.14	.00	5,771.14
52-90-541	4,145.00	.00	4,145.00
52-95-620	13,556.70	.00	13,556.70
52-95-630	1,992.88	.00	1,992.88
52-95-640	7,000.00	.00	7,000.00
Grand Totals:	536,040.41	536,040.41-	.00

Meeting Date: _____

Mayor: _____

Treasurer: _____

Town of Alpine

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GL Account	Debit	Credit	Proof
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Report Criteria:

Report type: Summary

Check.Type = {<>} "Adjustment"



Date: July 7, 2026
Department: Administration
Presenter: Monica Chenault/Councilman Larsen
Subject: Fireworks Restrictions within the Town of Alpine

Purpose:

This item is informational only. The purpose is to provide Council with a brief summary of the Town's existing restrictions on fireworks, referred to in the ordinance as pyrotechnic devices, within the incorporated limits of the Town of Alpine.

Background:

The Town adopted Ordinance No. 2020-01 to regulate pyrotechnic devices within Town limits. The ordinance recognizes that Alpine is located in a semi-rural area where residential structures may be located near forested areas or areas with abundant combustible materials, and that wildfire risk is generally greatest between June and October.

The ordinance defines a "pyrotechnic device" as any explosive device designed to create noise, sparks, smoke, or pyrotechnic effects. Under the ordinance, the discharge of pyrotechnic devices is only permitted during the twenty-four hours before July 4th, on July 4th, and during the twenty-four hours after July 4th each year. Pyrotechnic devices may also be permitted for other events or occasions if approved upon petition to the Town Council.

The ordinance also allows the Town, by order of the Mayor and Council, to prohibit the use of pyrotechnic devices if it is determined that there is a danger of wildfire at any time of the year.

Alternatives:

Provide public clarification regarding current fireworks restrictions.

Council may direct staff or Councilman Larsen to publicly summarize the existing fireworks restrictions, including the limited July 4th timeframe and the Town's ability to prohibit fireworks during wildfire danger.

Fiscal Impact: N/A



Strategic or Community Impact:

The fireworks restrictions are intended to protect the health, safety, and welfare of Alpine residents and visitors by reducing wildfire risk and limiting the discharge of fireworks to a defined period around July 4th, unless otherwise approved by Council. Clear communication of the existing restrictions may help residents understand when fireworks are allowed and when additional restrictions may be imposed due to wildfire danger.

Key Questions: N/A

Suggested Motion: N/A



July 7, 2026

Alpine Fire District
220 US Highway 89
Alpine, WY 83128

Councilman Jeremy Larsen,

Summary of the activities involving the Alpine Fire District on July 4, 2026

9:00 am-- Patrol areas of heavy volume of campers, preplan routes. Lakebed, Old Alpine road, Chokecherry in Idaho, County Road 100

11:30am—Meet with town to deal with Flag issues. Getting tangled and lowering. Brought out Ladder 1.

13:26-- Responded to a dirt bike accident on the point past the end of Old Alpine Road. Assess patient, package and load into SH Ambulance

15:02—Respond to Bull Hollow for a dirt bike accident. Approx. 20 miles on Little Greys. Assess patient. Prepare LZ for Life Flight. Life Flight can't land, change plan to transport patient in AFD R2. Package in stokes basket, place in R2 with SVH paramedic and drive to Alpine Air Park to meet Life Flight

16:23—Respond to a residential fire alarm, arrived and found false alarm

18:00-- Prepare apparatus for Parade, decorate and prepare candy. Get in line and begin Parade

19:04 – Leave parade line to respond to a possible drowning at Sheep Gulch. AFD arrived and met with RP. Deployed members along shore down river with life jackets and throw bags. Searched area until SAR arrived around 20:00. Drone was put in use, and jet skis arrived. AFD cleared and turned scene over to SAR.

21:00—Prepared members on apparatus, E3 went to launch site, wet the area vegetation. Manned a hydrant with hose line for area spot fires. E5 set up behind the Firework store. Wet down the grass area and staged there. E2 staged across the street at Punkins. B6 staged at end of Wooden Spur then had to move to Firework store. There were several spot fires repeatedly from citizens launching there. E2 was dispatched to a fire at the boat dock

AFD units completed around midnight.

There was a total of 86 man hours provided by the Alpine Fire District Volunteers.

Proud to serve the public so they can enjoy special 250 Fourth of July

Mike Vogt, Fire Chief
Alpine Fire District

- 20+ spot fires extinguished on 4th
- FS wrote 55 citations on Lakebed
- * Reminder ~~these~~ fireworks are Prohibited in all Public Lands.

RESOLUTION NO. 2026- 22

OPEN BURNING RESTRICTIONS

WHEREAS, the Board of Lincoln County Commissioners are empowered by Wyoming Statutes 35-9-301 through 35-9-304 to close areas when fire danger in the county is extreme because of drought, the presence of any excessive amount of flammable material or for any other sufficient reason; and

WHEREAS, the Board of Lincoln County Commissioners are empowered by Wyoming Statute 35-10-208(a)(i) to prohibit the sale or use of fireworks by adopting a resolution pursuant to Wyoming Statute 35-9-301; and

WHEREAS, the County Fire Warden has recommended fire restrictions and prohibition on the use of fireworks on all state and private lands within Lincoln County; and

WHEREAS, the Board of Lincoln County Commissioners find that there is a potentially severe to extreme danger of fire due to conditions of drought and excessively dry fuel load within the county that could be aggravated by open burning and the use of incendiary devices;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF LINCOLN COUNTY COMMISSIONERS:

1. Effective July 14th 2026 at 12:01 a.m., until further notice of this Board, Stage One Fire Restrictions, including any open fire or discharge of any class of fireworks is prohibited on all state and private land including, but not limited to, all lands owned by Lincoln County or in which Lincoln County holds or owns an interest, in the unincorporated areas of Lincoln County, subject to the following exceptions:

Stage One Fire Restriction Exemptions

- a. Only campfires at residences or campsites, within a stone or metal fire ring centered within a minimum of a 15 ft cleared radius of burnable materials are permitted;
 - b. Trash or refuse burned between the hours of 6:00 p.m. and 8:00 a.m. inside containers equipped with spark arresters that are located within a cleared radius of a minimum of 15 ft of burnable materials.
 - c. Charcoal fires within enclosed grills are permitted.
 - d. Use of acetylene cutting, electric arc welders, or metal grinding, in a cleared radius of a minimum of 15 ft of burnable materials is permitted.
 - e. The use of portable stoves, lanterns using gas, jellied petroleum, pressurized liquid fuel or fully enclosed (shepherd type) stove and open fire branding activities in a cleared radius of 15 ft is permitted.
2. The County Fire Warden shall promptly notify the Board of County Commissioners of any changes in the severity of the fire danger.

BE IT FURTHER RESOLVED, that penalties provided in Wyoming Statute 35-9-304 may be imposed for violation of this resolution; specifically, a fine not to exceed one hundred (\$100.00) dollars or imprisonment not to exceed thirty (30) days or both, to which may be added costs of restitution.

2026-22 7/7/2026 11:46 AM
LINCOLN COUNTY PAGE 1 OF 1
BOOK: 5 PAGE: 294 COMM. RESOLUTION
APRIL BRUNSKI, LINCOLN COUNTY CLERK

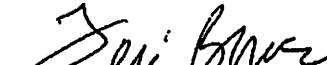


BE IT FURTHER RESOLVED, that the County Fire Warden shall immediately notify the Wyoming State Forester of said resolution, or any amendment to or rescension of said resolution as provided by State Statute 35-9-301. Public notification shall occur pursuant to the Board of Land Commissioners' Rules and Regulations, Chapter Nine.

Passed and approved this 1st day of July 2026.

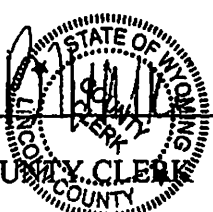
BOARD OF LINCOLN COUNTY COMMISSIONERS


Kent Connelly, Chairman


Teri Bowers, Vice-Chair


Melvin W Shumway, Commissioner

ATTEST: 
April Brunski
LINCOLN COUNTY CLERK





Title: Clerk/Treasurer Report
Date: July 7, 2026
Name: Monica Chenault, Clerk/Treasurer

Old Business Updates

- The Town was not awarded the \$300,000.00 in Mineral Royalty Grant funding for the Alpine Meadow's Sewer Project.
- The Town was awarded \$1,077,000.00 in Mineral Royalty Grant funding for the Well #4 Project.

Current Business Updates

- Staff is working with Planning and Zoning to develop an online application and tracking process for annexations through Citizenserve. The goal is to improve the intake, review, fee collection, document management, and internal tracking process for annexation applications.
- Staff is coordinating with Jorgensen Engineering to finalize request-for-payment submittals for the Radio Read Project. This work supports timely reimbursement and proper grant documentation for the project.

Future Business Updates

- Ferry Peak Park Survey: Staff are working with Scherbel's office to schedule a survey of Ferry Peak Park. The survey will help the Town evaluate future installation of fencing and the possibility of a future walkway or access point to Ferry Peak Park from Greys River Road.
- 2010 Road Report Update: Staff are also working with Scherbel's office to research land ownership records needed to update the Town's 2010 Road Report.

Financial Report

- Town Council adopted the FY 2026 Amended Budget and the FY 2027 Budget on June 23, 2026. With the new fiscal year beginning, staff is completing year-end transition work and beginning implementation of the FY 2027 budget.



- This work includes account review, budget implementation, and coordination of financial reporting for the new fiscal year. Monthly revenue and expenditure reports are provided separately at the second Council meeting of each month.
- As end-of-year invoices are received and reviewed, staff has identified a possible need to amend the FY 2026 Wastewater Budget. Staff will continue reviewing the final invoices and will keep Council updated if a budget amendment is needed.



Title: Public Works Report

Date: July 7, 2026

Name: Craig Leseberg, Public Works Director

Water and Wastewater Data – Coming in July

Data for the period beginning [Date] and ending [Date] is as follows:

Volume of Water Produced	
Volume of Water Sold	
Water Loss	
Revenue Generated (Water)	
Well Utilization	
Volume of Wastewater Treated	
Revenue Generated (Wastewater)	

Old Business Updates

- The AMI project is nearly complete, with only a handful of meters left to be swapped out. We’re also planning to meter individual units at Targhee Place, aiming to finish by October, so it can be included as part of the grant.

Current Business Updates

- The Mega Well Tie-in project is progressing smoothly. We have our 10% completion meeting with WWDC and Sunrise engineering next Thursday.

Future Business Updates

- Generator grants from Homeland Security, one for the well house and one for the civic center have been signed, paving the way for the project to begin this summer. This is a key step toward strengthening our emergency preparedness for our essential facilities.
- We also are in the process of securing more design quotes for the Greys River Road pavement project.

Upcoming Construction Activity

- Safe Streets for All (SS4A) Demonstration Project Installation Planning
- Painting Crosswalks

Town of Alpine

Planning & Zoning Administrator Report to Town Council for May 2026

To: Mayor and Town Council

From: Gina Corson, Planning & Zoning Administrator

Date: July 1, 2026

Subject: Summary of Planning & Zoning Commission Meeting
(May 12, 2026)

The Planning & Zoning Commission continued review of development applications, subdivision requests, annexation proposals, and ongoing Land Use and Development Code (LUDC) policy discussions. The meeting included a public hearing, review of several residential and commercial development applications, and discussions regarding future Commission operations and long-term code modernization efforts.

During the May 12, 2026, public hearing, the Commission considered the proposed Dania Meadows Minor Subdivision located near the intersection of Wintergreen Drive and U.S. Highway 26. The proposal would divide the remaining property into three lots following the previously approved subdivision associated with the extended-stay motel development. Discussion focused on future commercial and residential development opportunities, roadway connectivity, utility easements, gravity sewer improvements, water system looping, roadway grades, and future infrastructure planning. Public comment was received regarding roadway alignment, access, and setback concerns. Following discussion, the Commission recommended approval of the preliminary plat to the Town Council.

The Commission also reviewed several residential and commercial site plan applications, including new single-family residences, a detached garage, a residential addition, a daycare facility, a greenhouse, and two freestanding signs for the Alpine Education Foundation. Discussion included setbacks, utility placement, grading, septic requirements, parking, emergency access, landscaping, architectural design, and Building Official review. The Commission approved each application subject to the conditions identified during review and, where applicable, final Building Official approval.

The Commission conducted a conceptual pre-petition discussion regarding the proposed Dry Dog, LLC annexation near Targhee Landing. The applicant presented an overview of a potential mixed residential development, including townhouse-style housing, roadway circulation, landscaping, parking, utility availability, and future zoning considerations. Discussion focused on project density, compatibility with surrounding development, infrastructure capacity, public improvements, and the anticipated Planned

Unit Development (PUD) review process should the project move forward. As a conceptual pre-petition discussion, no formal action was taken.

Under ongoing business, the Commission discussed pending annexation matters, citizen correspondence, and infrastructure considerations associated with future development. Topics included roadway conditions, sewer and water capacity, coordination between Town and County review processes, and potential impacts of future growth on neighboring properties.

The Commission also discussed returning to two regular Planning & Zoning meetings per month during the summer construction season to better accommodate increased permitting activity and ongoing policy work. Commissioners generally supported reinstating a second monthly meeting to improve customer service and maintain timely review of development applications.

Finally, the Commission discussed the future direction of the comprehensive LUDC rewrite. Discussion centered on the need for consultant assistance, coordination with the Draft Master Plan, future density and zoning standards, overlay districts, site plan requirements, and long-term implementation strategies. Commissioners expressed support for pursuing consultant services to assist with modernization of the LUDC and implementation of the Town's long-term planning goals.

Overall, the Commission continued balancing a high volume of development review with long-range planning initiatives intended to modernize the Town's development regulations. Discussions throughout the meeting reflected continued emphasis on improving administrative procedures, coordinating future infrastructure planning, and ensuring the Land Use and Development Code remains aligned with the Town's adopted planning objectives.

Town of Alpine

Planning & Zoning Administrator Report to Town Council for June 2026

To: Mayor and Town Council

From: Gina Corson, Planning & Zoning Administrator

Date: July 1, 2026

Subject: Summary of Planning & Zoning Commission Meetings and Work Sessions (June 09, 2026, and June 30, 2026)

The Planning & Zoning Commission continued review of development applications, annexation requests, subdivision matters, and ongoing updates to the Land Use and Development Code (LUDC). Discussions throughout March and April focused heavily on refining development review procedures, improving clarity within the LUDC, and evaluating the Town's long-term planning framework.

During the March 25, 2026, Special Meeting and Work Session, the Commission reviewed an updated site plan for a new single-family residence located at 456 Riverview Drive within Riverview Meadows. The revised site plan was presented following earlier Commission concerns regarding setback accuracy and site plan detail. The Commission found the updated plan satisfactory, though final review comments from the Building Official were still pending at the time of discussion. The applicant also inquired about beginning excavation activities before permit issuance, and the Commission clarified that excavation could not proceed until Building Official approval was received.

A substantial portion of the March 25 work session focused on evaluating the Town's current Planned Unit Development (PUD) requirements and annexation review structure. Staff presented concerns that the existing code effectively applies the PUD process as a blanket requirement for annexations and properties over one acre, rather than using the process as a targeted tool for flexibility and site-specific deviations from standard zoning. Staff introduced a proposed three-part framework consisting of:

1. A conceptual Master Plan-level review at annexation;
2. Standard zoning and permitting processes for projects complying with base zoning; and
3. Reserving the PUD process for developments requesting flexibility or deviations from the underlying zoning district.

The Commission discussed the distinction between conceptual planning and binding regulatory approvals, concerns regarding requiring detailed development plans too early

in the annexation process, and the need to evaluate project complexity rather than simply acreage thresholds. Public comments focused on infrastructure capacity, legal access, environmental concerns, hazardous terrain, and the need for continued engineering and safety review. The Commission generally supported further exploration of a Master Plan-based framework while acknowledging that additional review and refinement would be necessary before formal adoption.

At the April 14, 2026 regular meeting, the Commission received a Master Plan update presentation from Cushing Terrell. Discussion included public engagement efforts, Future Land Use Map categories, proposed character areas, transportation planning, and implementation strategies. The consultant clarified that the Future Land Use Map is intended as a guiding vision document rather than a regulatory zoning map. Key themes included concentrating growth along transportation corridors, encouraging mixed-use and workforce housing opportunities, and preserving open space and environmental quality.

The Commission also reviewed several development applications during the April 14 meeting. A site plan approval was considered for a new single-family residence at 247 Aster Loop in Alpine Meadows. Discussion included driveway slope concerns, grading impacts, and potential drainage effects on adjacent properties. The Commission noted the lack of clear ordinance language regarding grading elevations and associated standards.

The Commission additionally reviewed a detached garage application for property located at 327 East Mill Road. The proposal included solar and energy-efficiency features as well as off-grid capabilities. The Commission found the application acceptable subject to Building Official review.

Annexation and subdivision matters were also reviewed during the April 14 meeting. The Commission discussed the proposed annexation of Lot 18 associated with Boardwalk LLC and generally found the proposal straightforward due to the existence of nearby infrastructure. Discussion acknowledged continued concerns within the current code structure related to mandatory PUD requirements based solely on parcel size.

The Commission further reviewed a Planned Unit Development/Subdivision request associated with Dead Horse Development, LLC involving subdivision of an existing commercial development into individually owned commercial units. Clarification was provided that the proposal remained commercial in nature and did not involve residential conversion or increased density. Discussion focused on the need for finalized CC&Rs, utility allocation clarifications, and ongoing permitting requirements for future tenant improvements.

The Commission also reviewed and approved a simple subdivision/lot line adjustment request for property located within Lake View Estates. Discussion included correcting historic plat inconsistencies, clarifying property boundaries, and identifying road right-of-way concerns. Commissioners noted the importance of accurate surveys and certificates of placement due to ongoing issues associated with older subdivision plats.

Additional discussion items during the April 14 meeting included extension permit fee structures and development tracking. The Commission discussed whether prorated extension fees should be considered but ultimately expressed consensus to maintain the existing flat-fee structure due to concerns regarding administrative complexity and consistency. Staff also provided an overview of active permit tracking and ongoing project monitoring.

The April 20, 2026 Planning & Zoning Work Session focused exclusively on continued LUDC revisions and code modernization efforts. Discussion centered on improving the structure, organization, and clarity of draft code amendments. Commissioners expressed appreciation for the revised formatting approach, which identifies proposed changes and explains the reasoning behind those revisions.

A major focus of the April 20 work session was the proposed Conceptual Development Master Plan (CDMP) process. Discussion emphasized that the CDMP would serve as an intermediate planning-level review tool between annexation and full PUD review. Commissioners discussed the applicability of the CDMP to large-scale or phased developments and its intended role as a non-regulatory conceptual framework designed to avoid unnecessary PUD requirements for projects that do not warrant that level of review.

The Commission also discussed excavation, grading, and land disturbance regulations in significant detail. Concerns were raised regarding vague code language, inconsistent thresholds, and the lack of a clear excavation permit framework. Commissioners identified the need for clearer definitions, objective standards, and enforceable thresholds related to grading activities, drainage impacts, hillside disturbance, and erosion concerns. Discussion included the possibility of implementing tiered review systems similar to those used in Jackson and Teton County.

Additional discussion focused on building height measurement standards and grading manipulation concerns. Commissioners discussed inconsistencies related to measuring height from finished grade versus native grade and acknowledged concerns that finished grading could artificially increase building height. The Commission discussed potentially utilizing native grade measurements or whichever standard is more restrictive, while emphasizing the need for grading plans and drainage analysis.

The work session further addressed change-of-use and occupancy standards, application validity timelines, permit transferability, and site plan requirements. Discussion clarified that not all site plans require professional engineering stamps, though appropriate professional review may still be required depending on project complexity. Commissioners also reviewed definitions related to accessory structures and discussed whether additional clarification regarding greenhouses would be necessary.

Overall, the Commission continues to work through substantial revisions to the LUDC with the intent of improving clarity, consistency, enforceability, and alignment between project complexity and the level of review required. Ongoing work sessions and draft revisions will continue as staff and the Commission further refine proposed language prior to formal public hearing and adoption processes.

Sources referenced for this report include the Planning & Zoning meeting minutes from March 10, 2026, March 25, 2026, April 14, 2026, and the April 20, 2026 work session.



Town of Alpine Code Enforcement Officer Report

5/26/26 – 7/1/26

Meeting Date: July 7, 2026
 Submitted By: Tara Bender, Code Enforcement Officer
 Prepared On: July 2, 2026

Citations/Warnings	0 Citations 0 Warnings
Stop Work Orders Issued	0
Total Responses/Investigations	5

Animal - Barking Dogs	1	Traffic – Camping/Private Parking	1
Rights-of-Way - Obstacles & Encroachment	1	LUDC - Permit Compliance	1
Traffic – Abandoned Vehicle/Private Parking	1		

Tara Bender
 Code Enforcement Officer
 250 River Circle P.O. Box 3070
 Alpine, Wyoming 83128
 Cell: (307) 226-5430
 E-mail: municipal@alpinewy.gov
www.alpinewy.gov

285 - RESOLUTION NO. 01-15-08-2008

A RESOLUTION ADOPTING RULES FOR TOWN COUNCIL MEETINGS.

The Town of Alpine wishes to adopt certain rules for the efficient conduct of the Town Of Alpine Town Council Meetings.

NOW THEREFORE BE IT RESOLVED BY THE GOVERNING BODY OF THE TOWN OF ALPINE, LINCOLN, COUNTY, WYOMING; THAT:

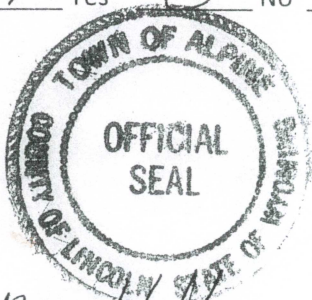
The Rules attached hereto, as they may be amended from time to time, and made a part hereof are adopted as the Rules for the Town of Alpine Town Council Meetings,

IT IS FURTHER RESOLVED THAT: Any prior rules adopted are hereby revoked.

This resolution passed and adopted on this 15th day of January, 2008.

VOTE: 4 Yes 0 No 1 ABSENT, and 0 ABSTAIN.

ATTEST:



Signed

Victoria DeCora, Mayor

Whitney Heller, Clerk

Purpose and Authority

The Wyoming Constitution provides in Section 22 of Article 1:

The right to petition, and of the people peaceably to assemble to consult for the common good, and to make known their opinions, shall never be denied or abridged.

And the U.S. Constitution provides in the 1st Amendment that Congress shall make no law abridging the freedom of the right of the people to peaceably assemble, and to petition the government for redress of grievances. With full compliance to the U.S. and Wyoming Constitutions the Town of Alpine, Town Council promulgates these rules and regulations in order to ensure orderly meetings that encourage public participation. The following guiding principles have been the foundation of the formation of these rules:

- The Council must act as a body
- The Council should proceed in the most efficient manner possible.
- The Council must act by at least a majority.
- Every Council member must have an equal opportunity to participate in decision-making.
- The Council's Rules of Procedure must be followed consistently.
- The Council's actions should be the result of a decision on the merits and not a manipulation of the procedural rules.
- Meetings are accomplished in the spirit of openness with the encouragement of public participation.

No deliberative body can efficiently perform without rules of procedure. While rules cannot ensure civility, or command accuracy, clear rules and their fair and consistent application can lead to an orderly process. Our system of government, with its foundation in a robust, free exchange of ideas and lofty First Amendment aspirations, militates against controlled civil discourse. Certainly, civility cannot be mandated, but order has to be maintained. At the same time, the Commission has to provide a broad opportunity for public participation.

The following rules are content-neutral time, place, and manner regulations which are narrowly tailored to serve a significant government interest, and leave open ample alternative channels of communication. The significant government interest being an orderly meeting.

Chapter 1 Meetings

Rule 1-1 Time of Regular Meetings

The regular meeting of the Town of Alpine Town Council shall be held on the first and third Tuesday of each month, commencing at 7:00 p.m. in the Alpine Town Hall located at 250 River Road, Alpine, Wyoming, or at such other location within the Town of Alpine as may be necessary due to limitations of space or other reasons. (W.S. §16-4-404(a))

Rule 1-2 Special Meetings

The Mayor or a majority of the Town Council, shall have the power to call special meetings of the Town Council, the object of which shall be submitted to the Town Clerk in writing and the call and object, as well as the disposition thereof, shall be entered upon the journal by the Town Clerk. The call shall be in writing and signed by the person or persons calling the meeting. Notice shall be given to each member of the Town Council and to each newspaper of general circulation, radio, or television station requesting the notice. The notice shall specify the time and place of the special meeting and the business to be transacted. No other business shall be considered at a special meeting. W.S. §16-4-404(b).

Rule 1-3 Open Meetings

All meetings of the Town Council are public meetings, open to the public at all times, except as otherwise provided. No action of the Town Council shall be taken except during a public meeting. W.S. §16-4-403(a). Meetings are defined as when at least a quorum of the Town Council (three (3) members), are assembled for the purpose of discussion, deliberation, presentation of information, or taking action regarding public business, after having been called together through the proper authority. W.S. §16-4-402(a)(iii).

Rule 1-4 Executive Sessions

- (a) The Town Council may hold executive sessions not open to the public upon a majority vote of the members present.

Executive Sessions may only be held within a regular or special meeting and may not be held independently of a regular or special meeting:

- 1) With the attorney general, county attorney, sheriff or their respective deputies, or other officers of the law, on matters posing a treat to security of public or private property, or a threat to the public's right of access;
- 2) To consider the appointment, employment, right to practice or dismissal of a public officer, professional person, or employee, or to hear complaints or charges brought against an employee, professional person or officer, unless the employee, professional person, or officer requests a public hearing. The Town Council may exclude from any public or private hearing during the examination of a witness, any or all other witnesses in the matter being investigated. Following the hearing or executive session, the Town Council may deliberate on its decision in executive sessions;
- 3) On matters concerning litigation to which the Town is a party or proposed litigation to which the Town may be a party;
- 4) On matters of national security;
- 5) To consider the selection of a site or the purchase of real estate when the publicity regarding the consideration would cause a likelihood of an increase in price;
- 6) To consider acceptance of gifts, donations, and bequests which the donor has requested in writing to be kept confidential;
- 7) To consider or receive any information classified as confidential by law;
- 8) To consider accepting or tendering offers concerning wages, salaries, benefits and terms of employment during all negotiations. W.S. §16-4-405.

Rule 1-5 Public Participation

A member of the public is not required, as a condition of attendance at any meeting to register his name, to supply information, to complete a questionnaire, or fulfill any other condition precedent to his attendance. A person

seeking recognition at the meeting may be required to give his name and affiliation. W.S. §16-4-403(b).

Rule 1-6 Recess

The Town Council may recess any regular, special, or recessed regular or special meeting to a place and at a time specified in an order of recess. A copy of the order of recess shall be conspicuously posted on or near the door of the place where the meeting or recessed meeting was held. W.S. §16-4-404(c).

Rule 1-7 Emergency Meetings

The Town Council may hold an emergency meeting on matters of serious immediate concern to take temporary action without notice. Reasonable effort shall be made to offer public notice. All action taken at an emergency meeting is of a temporary nature and in order to become permanent shall be reconsidered and acted upon at an open public meeting within 48 hours. W.S. §16-4-404(d).

Rule 1-8 Disruption of Meetings

If any public meeting is willfully disrupted by a person or group of persons so as to render the orderly conduct of the meeting unfeasible, the Chair may order the removal of the person or group from the meeting room and continue in session, or may recess the meeting and reconvene at another location. Only matters appearing on the agenda may be acted upon in a meeting recessed to another location. Duly accredited members of the press or other news media except those who participated in a disturbance shall be allowed to attend any meeting permitted by this section. W.S. §16-4-406.

Chapter 2 Conduct of Meetings

Rule 2-1 Chapter Constitutes Rules Governing Procedures; Suspension of Rules

The provisions of this chapter shall constitute the rules and regulations governing the procedures of the Town Council, and shall be strictly adhered to unless temporarily suspended by three-quarters vote of the

council members present at the meeting. The motion to suspend the provisions of this chapter must specify for what purpose the suspension is made and the suspension shall exist only until the purpose named in the motion is accomplished.

Rule 2-2 Applicability of Robert's Rules of Order

This Chapter shall govern the Town Council in regards to parliamentary procedure of meetings, however, for those areas of parliamentary procedure in which this Chapter is silent, the rules of parliamentary procedure contained in Robert's Rules of Order, Newly Revised, 10th Edition, and any subsequent editions or amendments thereto, if any, shall govern the Town Council so long as Robert's Rules of Order are not inconsistent with the provisions of this Chapter or the Statutes of the State of Wyoming.

Rule 2-3 Presiding Officer

The Chair shall preside at all meetings of the Town Council as the presiding officer. In the absence of the chair, the vice-chair shall preside and act as chair until the appearance of the chair. If the vice-chair is unavailable, the Town Council may appoint by a majority vote a chair pro-tem. The chair pro-tem and vice-chair when occupying the place of the chair, may exercise all of the powers of that office, and have the same privileges, while so acting, shall be as binding upon the Town Council and upon the Town, as if done by the chair.

Rule 2-4 Call to Order

At the hour appointed for the meeting of the Town Council, the Town Council shall be called to order by the presiding officer. The Town Clerk or its designee, shall call the roll. If a quorum is present, the Town Council shall proceed to the business which may come before it. A majority of all the qualified members of the governing body constitute a quorum. Once achieved, a quorum is not obviated by a member who has withdrawn from a meeting without the approval of the Council.

Rule 2-5 Order of Business

(a) The order of business at each regular Town Council meeting shall be as set forth in the agenda prepared prior to each meeting. The suggested agenda format is as follows:

- Call to Order
- Roll Call
- Quorum Pronouncement by the Chair

- Approval of Minutes
- Adoption of Agenda
- Unfinished Business
- New Business
- Public Comment
- Reports
- Communications
- Adjournment

(b) The Town Clerk or its designee shall prepare and deliver to each commissioner and the Town Attorney an agenda no later than 5 days preceding the next meeting. Items to be included on the agenda must be submitted to the Town Clerk in writing on the first last Thursday preceding the next regular meeting. The agenda shall state the presenter for each agenda item and a brief description of each agenda item. The Town Clerk shall also mail (regular mail, facsimile or electronic mails) a copy of the agenda to every person who has requested the same in writing during the preceding year.

(c) Following submission of the agenda to the Town Council, agenda items may not be added unless by a vote of the majority of the Council present or at the discretion of the chair.

Rule 2-6 Public Participation

- (a) Recognition. No person may address the Council without the permission of the presiding officer, or a majority of the quorum, or as otherwise required by law. Except as required by law, the presiding officer may not recognize anyone other than a Council Member or a member of the Town Staff until all of Council Members have finished discussing the agenda item under consideration.
- (b) Addressing the Council. A person addressing the Council shall do so at the speaker's rostrum and shall begin by offering his or her name and group affiliation, if any, orally, and in writing if requested. All remarks shall be addressed to the chair. No cross-talking shall be permitted.
- (c) Limits. Each speaker shall limit his or her remarks to three (3) minutes, except as otherwise specifically provided for in these rules, or except as time is extended by the presiding officer. Each speaker shall avoid repetition of the remarks of prior speakers and speak only to the agenda item under consideration.

- (d) Questions. Following each speaker's remarks, each Council Member shall be given the opportunity to comment further and to address questions to the speaker. The speaker may not be permitted or required to answer such questions if all the Council Members present, other than the questioner, object.
- (e) Written Communication. Consideration of written communications of an evidentiary or argumentative nature that is received by the Council less than 48 hours prior to the meeting is discouraged, and no Council Member is obligated to take into consideration matters contained therein. Similarly, consideration of petitions, except to the extent that the signatures are witnessed by notary public, is discouraged and no Council Member shall have any obligation to assume the genuineness of unwitnessed signatures to any petition.

Rule 2-7 Preservation of Order

The Presiding Officer shall preserve order, prevent personally directed comments, confine members in debate to the question, and shall decide who shall be first heard when two or more commissioners rise at the same time. Any appeal of the presiding officer's decision in such case shall be to the Town Council then sitting, which shall decide at once and without debate. A member called to order at a Town Council meeting shall at once suspend his remarks, unless permitted to explain. If there is no appeal, the decision of the presiding officer shall be conclusive and, if an appeal is taken, the Town Council shall decide the question at once and without debate.

Rule 2-8 Sergeant-at-Arms

The Town Police Chief, or his designee, shall act as sergeant-at-arms at all meetings of the Town Council at the request of the chair, and he shall preserve order at such meetings and carry out the directions of the presiding officer respecting any business of the Town Council.

Rule 2-9 County commissioners to observe order

No Council Member shall entertain conversation while another is speaking at a Town Council.

Rule 2-10 Procedure to Obtain Floor

Each Council Member, before speaking on any question at a Town Council meeting, shall address himself to the presiding officer, and shall not proceed with his remarks until recognized by the presiding officer.

Rule 2-11 Motions Generally

- a. No question shall be put to a vote at a Town Council meeting unless the same is seconded. When a motion is seconded, it shall be so stated by the presiding officer before debate or action thereon.
- b. Each motion shall be reduced to writing by the Council Member making it, or the Town Clerk if the presiding officer or any Council Member shall ask it.
- c. After a motion is stated by a presiding officer, it shall be deemed to be in the possession of the Town Council, but it may be withdrawn by the presiding officer before decision or amendment, with the permission of the Town Council.

Rule 2-12 Statement for Reasons of Voting

Any Council Member may state his reason for voting upon any question either immediately before or immediately after the entire vote is taken of all members, but he shall confine his remarks strictly to the subject under consideration, and shall not spend longer than five minutes.

Rule 2-13 Subsidiary Motions

- a) When a question is before the Town Council, no motion shall be received, except as herein specified, which motion shall have precedence in the order stated:
 - i) **To appeal** a procedural ruling of the presiding officer. The motion needs a second. The presiding officer has the first opportunity to speak to the appeal. Then debate may occur among the Council Members, and finally the presiding officer has the last right to speak before taking the vote. A majority vote is needed to sustain the decision of the chair;
 - ii) **To adjourn.** This motion may be made only at the conclusion of the action on a pending substantive matter; it may not interrupt deliberation of a pending matter. A motion to simply adjourn cannot be amended, but a motion to adjourn to a time named may be amended and is open to debate;
 - iii) **To take a brief recess.** This may be voted upon or is a privilege of the chair.
 - iv) **Question of Privilege.** Permits a member to make a request relating to the rights and privileges of the Council. Does not require a second and is not debatable. The chair rules on the request and may ask advice of the Town Attorney as a basis for the ruling. This procedure is normally used to request to go into executive session.

- v) **Point of Order.** A second is not required and is not debatable. To rise to a point of order is to protest a breach of the rules. The chair rules on the request.
- vi) **To suspend the rules.** The commission may not suspend provisions of the rules that are imposed by law, for example motions that require 2/3 by statute. To suspend the rules requires a 2/3 vote;
- vii) **To go into executive session.** The Commission may go into executive session only under the provisions of the Wyoming Open Meetings Act. The motion shall cite the statutory basis for the executive session and shall be adopted at an open meeting. The Commission may either recess or adjourn into executive session
- viii) **To leave executive session;**
- ix) **To divide a complex question and consider it by parts.**
- x) **To defer consideration.** The Commission may defer a substantive motion for later consideration at an unspecified time. A substantive motion, the consideration of which has been deferred, expires 30 days thereafter unless a motion to revive consideration is adopted. This motion should be distinguished from a motion to postpone to a certain time or date, which matter then automatically is brought up again when that time arrives.
- xi) **Motion for the previous question.** This motion is not in order until there have been at least 20 minutes of debate and/or every member has had an opportunity to speak once. The previous question shall be put in this form: "Shall we vote on the issue now before us?" It shall be admitted when demanded by a majority of the members present. Its effect, when sustained by a majority of the members present, shall put to an end all debate and bring the Town Council to a direct vote.
- xii) **To postpone to a certain time or day.** A Motion to postpone to a certain time or day may be either made as a general order or a special order. A special order requires two-thirds vote, whereas a general order only requires a majority. A General Order states the date and/or the approximate time that the matter will be taken up, but does not interrupt pending matters at that time. A Special Order states a specific date and time and at that specified time all pending matters cease in order to consider the special order. If consideration of a motion has been postponed, a new motion with the same effect cannot be introduced while the postponed motion remains pending. A person who wishes to revisit the matter must either wait until the day in question or move to suspend the rules.

- xiii) **To amend.** An amendment to a motion must be pertinent to the subject matter of the motion. An amendment is improper if adoption of the motion with that amendment added would have the same effect as rejection of the original motion. The intent of such an amendment should be achieved in a simpler, more straightforward manner by the defeat of the original motion. Pertinent amendments that make major substantive changes to the original motion are proper. A proposal to substitute completely different wording for a motion or an amendment shall be treated as a motion to amend. On an amendment to strike out and insert, the paragraph or sentence it amends shall be first read as it stands, then the words proposed to be struck out, and then those words proposed to be inserted and finally the paragraph or sentence as it would stand if so amended. A motion may be amended, and that amendment may be amended, but no further amendments may be made until the last offered amendment is disposed of by a vote.
- xiv) **To rescind.** The Commission may vote to rescind actions it has previously taken.

TOWN OF ALPINE

PROPOSED AMENDMENTS TO TOWN COUNCIL MEETING RULES — REDLINE

Amending the Rules adopted by Resolution No. 01-15-08-2008

Prepared by James Sanderson, Town Attorney — June 29, 2026

The following amendments are shown in redline. Deletions are struck through; additions are underlined. Rules not shown are unchanged. Two changes carry legal weight (Rules 1-8 and 2-7); the remainder conform the document to current law and to the Town's contracted enforcement.

Rule 1-8 Disruption of Meetings

If any public meeting is willfully disrupted by a person or group of persons so as to render the orderly conduct of the meeting unfeasible, and order cannot be restored by the removal of the person or persons who are willfully interrupting the meeting, the Chair, subject to ratification by majority vote of the Town Council, may order the removal of the person or group from the meeting room and continue in session, or may recess the meeting and reconvene at another location. Only matters appearing on the agenda may be acted upon in a meeting recessed to another location. The Town Council shall establish procedures for readmitting an individual or individuals not responsible for disturbing the conduct of a meeting. Duly accredited members of the press or other news media except those who participated in a disturbance shall be allowed to attend any meeting permitted by this section. W.S. § 16-4-406.

Rule 2-2 Applicability of Robert's Rules of Order

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Rule 2-5(b) Order of Business — Agenda Deadline

... Items to be included on the agenda must be submitted to the Town Clerk in writing on the last Thursday preceding the next regular meeting. ...

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Rule 2-9 Council Members to observe order

[Heading amended: Council Members to observe order.] No Council Member shall entertain conversation while another is speaking at a Town Council meeting.

New — Rule 2-6(f) Public Comment Notice (printed on the agenda)

Public comment is an opportunity for residents to address Town-related matters. Remarks are directed to the Mayor. The Council is under no obligation to respond. Each speaker is limited to three (3) minutes and is asked to remain on the agenda topic and to be respectful.

Drafting note: “asked ... to be respectful” is a printed request, not an enforceable rule. The enforceable limits remain time, on-topic, and non-disruption. This tracks the Rules' own Purpose section: civility cannot be mandated, but order must be maintained.

Global conforming change (apply throughout):

Replace every instance of “Commission,” “commissioner,” and “county commissioners” with “Council” and “Council Member,” as the context requires. These are residue from a county template and do not reflect the Town's governing body.

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**TOWN OF ALPINE, WYOMING
RESOLUTION 2026-031**

**A RESOLUTION CONFIRMING MELVIN BREWING COMPANY'S EXERCISE OF
ITS PURCHASE OPTION FOR THE PROPERTY LOCATED AT 624 COUNTY ROAD
101 AND AUTHORIZING THE TOWN TO PROCEED IN ACCORDANCE WITH THE
EXISTING AGREEMENTS**

WHEREAS, Melvin Brewing operates its production facility and taproom on property located at 624 County Road 101, Alpine, Wyoming; and

WHEREAS, the facility was originally constructed with the assistance of Wyoming Business Council (WBC) funds awarded through the Town of Alpine, as the WBC requires state grants to be channeled through public entities rather than directly to private businesses; and

WHEREAS, as an in-kind contribution for the project, the land beneath the Melvin Brewing facility was conveyed to the Town of Alpine to serve as the required local match for the WBC funds; and

WHEREAS, Melvin Brewing has provided written notice exercising its option to purchase the property pursuant to the existing Lease Agreement with Option to Purchase; and

WHEREAS, Melvin Brewing has indicated its intent to sell the property to an interested buyer and enter into a leaseback agreement to ensure the uninterrupted operation of the brewery and taproom; and

WHEREAS, the Town Council desires to confirm its understanding that Melvin Brewing has followed the applicable requirements to exercise its purchase option; and

WHEREAS, the Town's action is limited to confirmation of Melvin Brewing's exercise of its contractual purchase option and does not approve any future development, land use application, subdivision, zoning action, building permit, or other regulatory approval that may be required for the property; and

WHEREAS, completion of the conveyance remains subject to final payoff, payment of all outstanding amounts owed to the Town, final review and approval by the Town Attorney, and applicable Wyoming Business Council requirements.

**NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN
OF ALPINE, WYOMING, THAT:**

1. Confirmation of Purchase Option: The Town Council confirms its understanding that Melvin Brewing has exercised its purchase option for the property located at 624 County Road 101 pursuant to the existing Lease Agreement with Option to Purchase.

2.

Authorization to Proceed: The Town is authorized to proceed in accordance with the existing agreements, subject to final payoff, payment of all outstanding amounts owed to the Town, final review and approval by the Town Attorney, and applicable Wyoming Business Council requirements.
3.

No Land Use Approval: This Resolution does not approve any future development, land use application, subdivision, zoning action, building permit, or other regulatory approval that may be required for the property.
4.

Execution: The Mayor of the Town of Alpine is hereby authorized to execute documents necessary to complete the Town’s conveyance of the property in accordance with the existing agreements, subject to final review and approval by the Town Attorney.

PASSED, APPROVED, AND ADOPTED by the Town Council of the Town of Alpine, Wyoming, this 7th day of July 2026.

VOTING RECORD:

<i>Ayes:</i>		<i>Mayor Green:</i>	
		<i>Burchard:</i>	
<i>Nays:</i>		<i>Larsen:</i>	
<i>Abstentions:</i>		<i>Wierda:</i>	
<i>Absent:</i>		<i>Scaffide:</i>	

Signed:

Eric Green, Mayor of Alpine

ATTEST:

Monica Chenault, Town Clerk/Treasurer



Date: July 7, 2026

Department: Administration

Presenter: Riley Hovorka

Subject: Resolution Confirming Melvin Brewing's Exercise of Purchase Option for the Property Located at 624 County Road 101

Purpose:

Staff requests that Council consider approving Resolution No. 2026-031, confirming Melvin Brewing's exercise of its purchase option for the property located at 624 County Road 101 and authorizing the Town to proceed in accordance with the existing agreements.

Background:

Melvin Brewing operates its production facility and taproom on property located at 624 County Road 101, Alpine, Wyoming. The facility was originally constructed with the assistance of Wyoming Business Council (WBC) funds awarded through the Town of Alpine, as the WBC requires state grants to be channeled through public entities rather than directly to private businesses. As an in-kind contribution for the project, the land beneath the Melvin Brewing facility was conveyed to the Town of Alpine to serve as the required local match for the WBC funds.

Melvin Brewing has provided written notice exercising its option to purchase the property pursuant to the existing Lease Agreement with Option to Purchase. Melvin has also indicated its intent to sell the property to an interested buyer and enter into a leaseback agreement to ensure the uninterrupted operation of the brewery and taproom.

The purpose of this resolution is to confirm Council's understanding that Melvin Brewing has followed the applicable requirements to exercise its purchase option and to authorize the Town to proceed in accordance with the existing agreements, subject to final payoff, payment of outstanding amounts owed to the Town, Town Attorney review, and applicable Wyoming Business Council requirements.

This action does not approve any future development of the property and does not constitute land use approval for any subsequent owner or project.



Alternatives:

Option A — Approve the resolution, confirming Melvin Brewing’s exercise of its purchase option for the property located at 624 County Road 101 and authorizing the Town to proceed in accordance with the existing agreements.

Option B — Table the resolution pending additional legal, financial, or Wyoming Business Council review.

Fiscal Impact:

The Town acknowledged receipt of Melvin Brewing Company’s notice exercising its purchase option by letter dated January 27, 2026. In that letter, the Town identified the remaining recapture balance as \$1,659,159.26 and noted that all outstanding accounts receivable balances owed to the Town must be paid in full prior to or concurrent with closing.

As of the date of that letter, the outstanding accounts receivable balances totaled \$287,983.43, separate from and in addition to the recapture amount. The identified balances included Account #1, Sludge Account #45, and Taxes Account #46.

The payoff amounts stated above were calculated as of January 27, 2026 and will need to be updated at the time of closing to reflect any additional amounts due, payments received, closing costs, or other applicable adjustments. Proceeds from the transaction will be reviewed and accounted for in accordance with Town financial procedures. Staff can work with Council to discuss the use of any available proceeds at a future meeting.

Strategic or Community Impact:

Melvin Brewing has been, and continues to be, a valuable community asset. Melvin has indicated that it intends to lease back the property from the interested buyer and that operations at the brewery and taproom are not expected to change as a result of the contemplated transaction.

This action is limited to confirmation of Melvin Brewing’s exercise of its contractual purchase option. It does not approve any future development, land use application, subdivision, zoning action, building permit, or other regulatory approval that may be required for the property.

Key Questions:

1. Does Council wish to confirm Melvin Brewing’s exercise of its purchase option for the property located at 624 County Road 101 and authorize the Town to proceed in accordance with the existing agreements?



Suggested Motion:

I move to approve Resolution No. 2026-031, confirming Melvin Brewing's exercise of its purchase option for the property located at 624 County Road 101 and authorizing the Town to proceed in accordance with the existing agreements, subject to final payoff, payment of all outstanding amounts owed to the Town, final review and approval by the Town Attorney, and applicable Wyoming Business Council requirements.

DeFazio

LAW OFFICE, LLC

Post Office Box 4877 • 172 Center Street, Suite 203 • Jackson, WY 83001 • LLC • T: 307.733.5965 • F: 307.733.3786

David DeFazio
Partner
david@defaziolaw.com
Licensed in WY

Sarah E. Tollison
Partner
sarah@defaziolaw.com
Licensed in WY & ID

January 26, 2026

Town of Alpine
250 River Circle
Alpine, Wyoming 83128
VIA EMAIL: Clerk@alpinewy.gov

Re: Purchase Option – Melvin Brewing Company

Town of Alpine,

On behalf of my client, Melvin Brewing Company (“Melvin”), this letter provides 90 day notice of Melvin’s exercise of its option to purchase pursuant to Section 2.1 of the *Lease Agreement with Option to Purchase* dated July 16, 2014 (the “Lease”) between Melvin Brewing Company, as Tenant, and the Town of Alpine, as Landlord. It is Melvin’s intent, pursuant to section 2.1, to purchase the 6.18 acre project site and all improvements located thereon located at the Melvin Brewery in Alpine and more particularly described as the NW ¼ of Section 30, T37N, R118W in Lincoln County, Wyoming.

As of the date of this notice, Melvin anticipates repaying the remaining recapture amount owed to the Town in full, thereby satisfying the financial requirements associated with the purchase option. The repayment is intended to occur in connection with a contemplated sale-leaseback transaction with a third-party financing partner, such that Melvin will own the property outright prior to the closing of that transaction.

In compliance with section 2.1, this notice is provided not less than ninety (90) days prior to the anticipated closing and Melvin intends to close within sixty (60) days of the date of this notice, subject to mutual coordination.

Given that the repayment and purchase will occur contemporaneously with a third-party financing transaction, Melvin Brewing Company respectfully requests confirmation that:

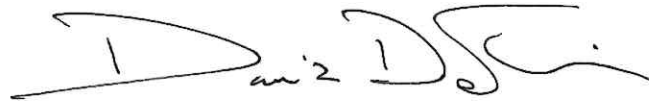
1. The Town will cooperate in good faith to schedule the closing on a mutually agreeable date within the Lease framework; and
2. If additional time is required to complete the financing or closing logistics despite diligent efforts by Melvin, the Town is willing to accommodate one or more reasonable extensions of the closing timeline, provided all purchase conditions and repayment obligations have been satisfied or are being satisfied at closing.

This notice is intended to preserve Melvin Brewing Company's rights under the Lease and shall not be deemed a waiver of any rights, remedies, or conditions, nor a modification of the Lease, except as may be expressly agreed to by the parties in writing.

We welcome the opportunity to coordinate with the Town regarding:

- Confirmation of the final payoff amount as of closing,
- Draft closing documents and timing, and
- Any additional procedural requirements the Town may have for consummating the transaction.

Thank you for your continued cooperation and partnership. Please feel free to contact me should you have questions or wish to discuss next steps.

A handwritten signature in black ink, appearing to read "David DeFazio", with a stylized flourish at the end.

David DeFazio



Town of Alpine

January 27, 2026

David DeFazio

DeFazio Law

Via Email: david@defaziolaw.com

Re: Receipt of Notice – Melvin Brewing Company - Purchase Option /
Outstanding Account Balances

Dear Mr. DeFazio:

The Town of Alpine acknowledges receipt of your letter dated January 26, 2026, providing notice of Melvin Brewing Company's intent to exercise its option to purchase pursuant to the Lease Agreement with Option to Purchase dated July 16, 2014.

The Town further acknowledges your representation that Melvin Brewing Company intends to pay the remaining recapture balance, which is currently \$1,659,159.26, in connection with the contemplated transaction.

Please note that, in addition to payment of the recapture balance, all outstanding accounts receivable balances owed to the Town of Alpine must be paid in full prior to or concurrent with closing. As of the date of this letter, the outstanding balances are as follows:

- Melvin Brewing Co LLC – Account #1: \$196,155.03
- Melvin Brewing Co LLC – Recapture Account #44: No past-due balance
- Melvin Brewing Co LLC – Sludge Account #45: \$71,901.56
- Melvin Brewing Co LLC – Taxes Account #46: \$19,926.84
- Melvin Brewing Co LLC – General Account #47: No past-due balance

Total Outstanding Accounts Receivable Balance: \$287,983.43

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



Town of Alpine

These balances are separate from, and in addition to, the recapture amount referenced above.

The Town is available to coordinate regarding confirmation of final payoff amounts, timing of payments, and any procedural requirements necessary to move forward. Please direct coordination efforts through the Town Clerk's Office.

Sincerely,

Monica Chenault
Town Clerk / Treasurer
Town of Alpine

cc: Town Attorney
cc: Mayor and Town Council

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



Date: July 7, 2026

Department: Administration

Presenter: Riley Hovorka, Town Administrator

Subject: Letter Agreements with Alpine Meadows Property Owners with Separated or Offset Joints and/or Minor Sewer Lateral Deformities

Purpose:

Staff request that Council consider approving two templates that will serve as the foundation for Letter Agreements with property owners in Alpine Meadows with separated or offset joints and/or other minor conditions. One template binds the Town to complete repair or replacement of the separated or offset joint at the time of development. The other template binds the Town to conduct maintenance and/or clear blockages in the event that they occur as a result of minor conditions.

Background:

On November 10, 2025, the Town was notified of a reported sewer blockage at a residence in Alpine Meadows. The cause was a disconnected sewer lateral serving the residence. The Town's excavation contractor remedied the issue.

Following this incident and reports of similar intermittent concerns, the Town initiated a broader evaluation to better understand overall system conditions. The Town ordered a comprehensive CCTV inspection and jetting of sewer mains and laterals throughout the subdivision. This work was completed on February 16, 2026. The inspection identified 6 lots with minor conditions, 8 lots with minor offset joints, 14 lots with offset joints, and 5 lots with separated joints. All deficiencies affecting lots with existing homes have been repaired; remaining issues are non-emergency repairs.

Results of the comprehensive evaluation are as follows:

Lot #12	Minor condition noted (e.g., deformation/sag); monitor
Lot #25	Minor condition noted (e.g., deformation/sag); monitor
Lot #46	Offset joint observed; monitor / plan future repair if needed
Lot #48	Repair required (connection deficiency / separation)
Lot #51	Offset joint observed; monitor / plan future repair if needed
Lot #52	Offset joint observed; monitor / plan future repair if needed
Lot #57	Additional verification required

Lot #67	Offset joint observed; monitor / plan future repair if needed
Lot #85	Offset joint observed; monitor / plan future repair if needed
Lot #86	Repair required (connection deficiency / separation)
Lot #90	Offset joint observed; monitor / plan future repair if needed
Lot #91	Offset joint observed; monitor / plan future repair if needed
Lot #92	Offset joint observed; monitor / plan future repair if needed
Lot #93	Offset joint observed; monitor / plan future repair if needed
Lot #94	Offset joint observed; monitor / plan future repair if needed
Lot #95	Offset joint observed; monitor / plan future repair if needed
Lot #96	Offset joint observed; monitor / plan future repair if needed
Lot #97	Offset joint observed; monitor / plan future repair if needed
Lot #102	Minor condition noted (e.g., deformation/sag); monitor
Lot #103	Minor condition noted (e.g., deformation/sag); monitor
Lot #110	Offset joint observed; monitor / plan future repair if needed
Lot #120	Offset joint observed; monitor / plan future repair if needed
Lot #121	Offset joint observed; monitor / plan future repair if needed
Lot #139	Offset joint observed; monitor / plan future repair if needed
Lot #146	Minor condition noted (e.g., deformation/sag); monitor
Lot #147	Repair required (connection deficiency / separation)
Lot #148	Offset joint observed; monitor / plan future repair if needed
Lot #149	Offset joint observed; monitor / plan future repair if needed
Lot #150	Offset joint observed; monitor / plan future repair if needed
Lot #155	Minor condition noted (e.g., deformation/sag); monitor
Lot #160	Offset joint observed; monitor / plan future repair if needed
Lot #161	Offset joint observed; monitor / plan future repair if needed
Lot #162	Repair required (connection deficiency / separation)
Lot #163	Repair required (connection deficiency / separation)

Alternatives:

Option A — Approve the templates and direct staff to prepare letter agreements for affected landowners as proposed and authorize the Mayor to execute those agreements.

- Considerations: Repair, replacement, and/or maintenance costs will be spread out as property owners opt in to development over the years. Staff could continue to apply for grant funding.

Option B — Repair or replace all separated or offset joints now and proceed with monitoring other minor conditions, as proposed.

- Considerations: One-time costs will draw down the balance in the sewer fund with no immediate plan to replace the funds.

Option C — No action. Commit to remedying separated or offset joints at the time of development without memorializing the Town's commitment. Do nothing to monitor minor conditions or clear blockages in the event that they occur.

- Considerations: Staff do not recommend this option.

Fiscal Impact:

Staff pursued MRG funding for this project but were unsuccessful. Council did not budget to remedy sewer later issues in Alpine Meadows during FY27.

Strategic or Community Impact:

Failing to address complete separations and offset joints at the time of development could contaminate surrounding soil and groundwater. Contamination is not an immediate threat, so long as the faulty connections are addressed prior to development of any of the currently vacant lots.

Key Questions:

Does Council wish to memorialize their commitment to property owners in Alpine Meadows to replace or repair separated or offset joints and/or monitor or clear blockages of sewer laterals with minor conditions?

Suggested Motion:

Motion 1: I move to approve the Letter Agreement templates for property owners in Alpine Meadows with separated or offset joints and/or other minor sewer lateral conditions, subject to minor changes by staff.

Motion 2: I move to direct staff to prepare the templates for each affected property owner and authorize the mayor to execute the letter agreements once complete.



[Date]

[Landowner Name]

[Landowner Mailing Address]

[City, State, Zip]

RE: Agreement Regarding Future Monitoring and Maintenance of Sewer Connection

Property Address: [Property Address, if applicable]

Parcel ID / Tax ID: [Insert Parcel ID]

Dear [Landowner Name],

This letter agreement ("Agreement") confirms the understanding between the Town of Alpine ("Town") and [Landowner Name] ("Owner") regarding the minor deformity of the sewer lateral located on the Owner's property.

The Owner owns the vacant parcel of land legally described as follows:

[INSERT LEGAL DESCRIPTION HERE]

The Municipality has determined that there is a minor deformity of the sewer lateral serving this property. Because the lot is currently vacant and the deformity is not impeding the flow of sewerage, immediate repair is not necessary to protect public health or infrastructure.

In consideration of the mutual covenants contained in this Agreement, the Municipality and the Owner agree to the following terms:

1. Maintenance: Upon written notice from the Owner to report a blockage, the Town shall clear blockage(s) in the sewer lateral.
2. Town Obligations: When notified by the Owner of a blockage, the Town shall, at its sole cost, locate the blockage, secure the site as necessary, and clear the blockage through hydro-jetting or mechanical rodding. The Town's obligation is limited to these activities.
3. Owner Obligations: The Owner shall notify the Town in writing within forty-eight (48) hours of identifying a blockage. If any blockage results in flooding on the Property, the Owner is solely responsible for all cleanup, remediation, and disinfection costs.
4. Right of Entry: The Owner grants the Town, its employees, agents, and authorized contractors a temporary right of entry onto the Property as reasonably necessary to investigate and remediate a reported blockage.
5. Binding Effect: This Agreement shall run with the land and shall be binding upon, and inure to the benefit of, the parties hereto and their respective heirs, successors, and assigns. This Agreement will be recorded by the Town with Lincoln County.



If this Agreement accurately reflects your understanding, please sign and date this letter in the presence of a Notary Public. Return one fully executed copy to the Town at your earliest convenience so it may be recorded. You may sign and retain an additional copy for your records.

Sincerely,

Eric Green, Mayor

ACKNOWLEDGMENT AND ACCEPTANCE

By signing below, the Owner accepts and agrees to the terms and conditions outlined in this Letter Agreement.

[Landowner Name], Owner

Date

NOTARY ACKNOWLEDGMENT

State of Wyoming)
ss.)
County of Lincoln)

This instrument titled Agreement Regarding Future Monitoring and Maintenance of Sewer Connection was acknowledged before me on _____ by [Name] as Owner.

(Seal)

Notary Public

My Commission Expires:



[Date]

[Landowner Name]

[Landowner Mailing Address]

[City, State, Zip]

RE: Agreement Regarding Future Repair of Sewer Connection

Property Address: [Property Address, if applicable]

Parcel ID / Tax ID: [Insert Parcel ID]

Dear [Landowner Name],

This letter agreement ("Agreement") confirms the understanding between the Town of Alpine ("Town") and [Landowner Name] ("Owner") regarding the [offset or separated] sewer line connection located on the Owner's property.

The Owner owns the vacant parcel of land legally described as follows:

[INSERT LEGAL DESCRIPTION HERE]

The Municipality has determined that the sewer lateral connection serving this property is [offset or separated]. Because the lot is currently vacant and the [offset or separated] connection is not contaminating surrounding soil or impeding the flow of sewerage, immediate repair is not necessary to protect public health or infrastructure.

In consideration of the mutual covenants contained in this Agreement, the Municipality and the Owner agree to the following terms:

1. Deferred Repair: The Town agrees to defer the repair of the [offset or separated] sewer connection until such time as the Owner, or their successors and assigns, applies for a building permit or otherwise initiates development of the property that requires active connection to the municipal sewer system.
2. Town Obligations: At the time of development, and subject to the Owner obtaining all necessary zoning, building, and utility permits, the Town shall repair or replace the [offset or separated] sewer connection at its sole cost and expense. This work shall be limited to bringing the connection into compliance with current municipal standards. The Town will not excavate between the dates of November 15 and April 15.
3. Owner Obligations: The Owner agrees to notify the Town in writing at least sixty (60) days prior to commencing any excavation, grading, or construction on the property. The Owner remains responsible for all other costs associated with connecting internal property plumbing to the repaired municipal connection point.
4. Access and Right of Entry: The Owner hereby grants the Town, its employees, and authorized contractors a temporary right of entry onto the property to inspect, repair, or replace the sewer connection at the time of development.



5. Binding Effect: This Agreement shall run with the land and shall be binding upon, and inure to the benefit of, the parties hereto and their respective heirs, successors, and assigns. This Agreement will be recorded by the Town with Lincoln County.

If this Agreement accurately reflects your understanding, please sign and date this letter in the presence of a Notary Public. Return one fully executed copy to the Town at your earliest convenience so it may be recorded. You may sign and retain an additional copy for your records.

Sincerely,

Eric Green, Mayor

ACKNOWLEDGMENT AND ACCEPTANCE

By signing below, the Owner accepts and agrees to the terms and conditions outlined in this Letter Agreement.

[Landowner Name], Owner

Date

NOTARY ACKNOWLEDGMENT

State of Wyoming)
ss.)
County of Lincoln)

This instrument titled Agreement Regarding Future Monitoring and Maintenance of Sewer Connection was acknowledged before me on _____ by [Name] as Owner.

(Seal)

Notary Public

My Commission Expires:



**TOWN OF ALPINE, WYOMING
ORDINANCE NO. 2026-011**

TOWN BOUNDARIES

**AN ORDINANCE APPROVING AND AUTHORIZING THE ANNEXATION OF LOT 18
OF BOARDWALK II SUBDIVISION, LOCATED IN LINCOLN COUNTY, INTO THE
BOUNDARIES OF THE TOWN OF ALPINE, WYOMING.**

WHEREAS, Lot 18 Boardwalk, LLC, owner of the property depicted herein on the map attached as Exhibit A and legally described in 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; and.

WHEREAS, the Town Council adopted Resolution No. 2026-022 certifying the annexation petition.

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

Section 1. Incorporation of Recitals

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

Section 2. Findings

That the Town of Alpine hereby finds as follows:

- a) That notice of a public hearing was given in compliance with W.S. § 15-1-405; and
- b) That a public hearing was held on June 23, 2026; and
- c) That the annexation of the area hereinafter described is for the protection of the 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) That the area sought to be annexed is contiguous with or adjacent to the Town of Alpine; 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 3. Annexation and Zoning.

That all real property described as:

Lot 18 of Boardwalk II Subdivision, located in the SE¼SW¼ of Section 20, Township 37 North, Range 118 West, 6th P.M., Lincoln County, Wyoming, as shown on the plat recorded in the Office of the Lincoln County Clerk as Accession No. 994633,

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.

Upon adoption of this Ordinance, said real property shall be zoned Mixed Residential Commercial (MRC) and such designation shall be shown upon the Official Zoning Map of the Town of Alpine, Wyoming.

Section 4. Filing with County Clerk

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 5. Existing Covenants and Restrictions

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 shall remain subject to any homeowners' association or property owners' association fees levied by the homeowners' or property owners' associations or entities of record.

Section 6. Severability.

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 7. Effective Date.

The annexation of the territory described herein is effective upon publication of this Ordinance.

Passed First Reading on the 23rd day of June 2026.

VOTING RECORD:

<i>Ayes:</i>	<i>4</i>	<i>Mayor Green:</i>	<i>Aye</i>
<i>Nays:</i>	<i>0</i>	<i>Burchard:</i>	<i>Aye</i>
<i>Abstentions:</i>	<i>1</i>	<i>Larsen:</i>	<i>Aye</i>
<i>Absent:</i>	<i>0</i>	<i>Wierda:</i>	<i>Aye</i>
		<i>Scaffide:</i>	<i>Abstain</i>

Passed Second Reading on the 7th day of July 2026.

VOTING RECORD:

<i>Ayes:</i>		<i>Mayor Green:</i>	
<i>Nays:</i>		<i>Burchard:</i>	
<i>Abstentions:</i>		<i>Larsen:</i>	
<i>Absent:</i>		<i>Wierda:</i>	
		<i>Scaffide:</i>	

Passed on Third and Final Reading 21st day of July 2026.

VOTING RECORD:

<i>Ayes:</i>		<i>Mayor Green:</i>	
<i>Nays:</i>		<i>Burchard:</i>	
<i>Abstentions:</i>		<i>Larsen:</i>	
<i>Absent:</i>		<i>Wierda:</i>	
		<i>Scaffide:</i>	

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. 2026-011 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 will be duly recorded in the BOOK OF ORDINANCES, TOWN OF ALPINE, LINCOLN COUNTY, WYOMING.

ATTEST:

Monica L. Chenault, Clerk / Treasurer

**Exhibit B
AMENDMENT TO THE SECURITIES CUSTODIAL AGREEMENT FOR ADDITIONAL
SECURED PARTY AUTHORIZED AGENTS**

Additional Secured Party Authorized Representative:

First Public Unit Agent to be authorized

Signed by: Monica Chenault
Signature: _____
8E3BB8113F2F423...

Typed Name: Monica Chenault

Title: Clerk/Treasurer

Additional Secured Party Authorized Representative:

Second Public Unit Agent to be authorized

Signature: _____

Typed Name: _____

Title: _____

Additional Secured Party Authorized Representative:

Third Public Unit Agent to be authorized

Signature: _____

Typed Name: _____

Title: _____

I certify that I, Eric Green, Mayor, am the Secretary (or other authorized
Print Name of Certifying Public Unit Agent

Individual) of: (Secured Party Name) Town of Alpine, and that the
Print Public Unit Name

individuals identified herein are authorized to perform all acts necessary or customary pursuant

to the Securities Custodial Agreement ("Agreement"), dated March 9, 2006.

Original Agreement date

Signed by: ERIC GREEN
E68F36DE7C014AB...
Signature of Certifying Public Unit Agent

I, Melody Leseberg, attest to the above signature on the 23
Print Name of Attesting Public Unit Agent

day of June 2026.

Signed by: MELODY LESEBERG
3616A55229B948F...
Signature of Attesting Public Unit Agent

Pledgor Name: Glacier Bank

Print FHLB Member Name

Exhibit A**PLEDGE OF SECURITIES**

Pursuant to the Securities Custodial Agreement ("Agreement"), dated _____, Pledgor hereby assigns and pledges the securities listed below to _____. This Assignment is subject to all terms and conditions set forth in the Agreement referenced above.

Description of Pledged Securities

Reference #	Cusip #	Original Par Value	Par Value to be Pledged

Pledgor: _____

Date: _____

Authorized By: _____

Title: _____

WITHDRAWAL OF SECURITIES

Pursuant to the Securities Custodial Agreement ("Agreement"), dated 05.13.26, The securities listed below that are pledged to Town of Alpine 8984 are to be withdrawn. The withdrawal of Pledged Securities is subject to all terms and conditions set forth in the Agreement referenced above.

Description of Withdrawn Securities

Reference #	Cusip #	Original Par Value	Par Value to be Released
	SEE ATTACHED		

CONSENT

Secured Party does hereby consent to the withdrawal of securities as described above. With respect to such withdrawn securities, Secured Party acknowledges that Secured Party has no further right, title or interest in such securities.

Secured Party Town of AlpineDate: 05.13.26Authorized By: Monica ChenaultTitle: Clerk/Treasurer

8E3BB8113F2F423...

CUSIP #	Original Par Value	Par Value to be
		Released
3128M7PR1	2,500,000.00	2,500,000.00
3128P7QX4	1,150,000.00	1,150,000.00
3137AYSG7	2,000,000.00	2,000,000.00
3140X84N4	6,437,085.00	6,437,085.00
31418DY22	3,025,000.00	3,025,000.00
31418EC24	1,000,000.00	1,000,000.00
31418EDX5	2,000,000.00	2,000,000.00
3617AQT25	400,000.00	400,000.00

Monica Chenault

From: Isaac Aznoe <isaac.aznoe@gmail.com>
Sent: Monday, July 6, 2026 12:26 AM
To: Monica Chenault
Subject: Written Public Comment — July 7, 2026 Town Council Meeting

EXTERNAL EMAIL - This email was sent by a person from outside your organization. Exercise caution when clicking links, opening attachments or taking further action, before validating its authenticity.

Dear Ms. Chenault,

My name is Isaac Aznoe. I am a lifelong Alpine resident and a candidate for Mayor of Alpine. I am submitting the following written public comment for the July 7, 2026 Town Council meeting.

I appreciate the Town making the agenda packet available and I would like to comment on several items.

1. Action Item 7.a — Proposed amendments to Town Council meeting rules

I support having clear meeting rules, but I ask the Council to make sure any changes improve public understanding and participation rather than narrowing it.

Before adopting updated rules, I would like the Town to clearly explain what is changing from the current rules, why each change is needed, and how the changes affect public comment, written comment, agenda adoption, and a citizen’s ability to ask that a consent-agenda item be removed for discussion.

My request is simple: keep the process orderly, but do not make it harder for regular residents to understand what is happening or to be heard. Public comment should remain meaningful, written comments should remain part of the record, and residents should know how to raise concerns before a vote happens.

2. Consent Item 5.c — Amendment to the Securities Custodial Agreement / ratification of signatures

The explanation in the packet says the Town amended its banking arrangement so the required overnight operating-account balance changes from \$400,000 to \$0, allowing funds to earn interest and avoiding a possible \$1,000 monthly fee. On the surface, that sounds like a practical financial improvement.

My concern is process. The packet says the document was signed before the next regular Council meeting because of timing and fee-avoidance concerns, and the Council is now being asked to ratify those signatures.

If pre-signing was necessary, I ask that the Town make the timeline clear on the record: who signed, when it was signed, why it could not wait for Council approval, what authority was relied on, and whether any public funds were moved before Council ratification. Even when the substance of a decision is reasonable, the public should be able to understand the process.

3. Action Item 7.c — Alpine Meadows Letter Agreements

I appreciate the Town addressing sewer lateral issues in Alpine Meadows. Sewer infrastructure is exactly the kind of thing Alpine needs to be honest and proactive about.

Before approval, I ask the Council to make clear for the public:

- How many properties are affected;
- What types of defects or conditions were found;
- Whether any costs fall on homeowners;

- Whether the Town, developer, contractor, or property owner is responsible for each category of issue;
- Whether similar conditions could exist in other developments; and
- How these agreements protect both the homeowner and the Town long term.

Residents should not have to guess who is responsible when sewer-line problems are discovered.

4. Action Item 7.d — Boardwalk II Lot 18 Annexation, 2nd Reading

For any annexation, including Boardwalk II Lot 18, I ask the Council to keep the same basic standard: annexation should benefit Alpine as a whole, not just the applicant.

Before moving annexations forward, the public should be able to see the road, water, sewer, emergency-access, fiscal, and neighborhood impacts clearly. If an annexation creates long-term obligations for the Town, those obligations should be visible before the vote, not after.

5. Overall communication and agenda clarity

One of my biggest concerns continues to be public communication. I appreciate that the Town has agendas, email notices, and text notifications. Those are good tools. But the information still needs to be earlier, clearer, and easier for regular residents to follow.

I would like to see:

- Draft agendas posted earlier when possible;
- Clear redlines or summaries when policies or rules are being changed;
- Public questions and staff responses tied to the agenda item they relate to;
- Clear explanations when documents are signed before Council ratification; and
- Agenda packets that make it easy to see what is being proposed, who benefits, what it costs, and what risks or obligations the Town is taking on.

Alpine residents should not have to dig through scattered documents to understand what their government is about to do. Better communication builds trust, even when people disagree on the final decision.

Thank you for including this written comment in the record.

Respectfully,

Isaac Aznoe
Candidate for Mayor of Alpine
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Ms. Chenault,

As a property owner within Alpine Meadows I wish to provide comment on the following Action Item from the July 7, 2026, Town of Alpine Town Council Meeting:

c. Alpine Meadows Letter Agreements

Suggested Motion:

Motion 1: I move to approve the Letter Agreement templates
for property owners in Alpine Meadows with separated or offset
joints and/or other minor sewer lateral conditions, subject to minor
changes by staff.

Motion 2: I move to direct staff to prepare the templates for
each affected property owner and authorize the mayor to execute the
letter agreements once complete.

My comments are that the Town of Alpine should be accountable for repairing all deficiencies found from the inspection that ended on February 16, 2026. The Town ordered comprehensive CCTV inspection and jetting of sewer mains and laterals throughout the Alpine Meadows subdivision identified 6 lots with minor conditions, 8 lots with minor offset joints, 14 lots with offset joints, and 5 lots with separated joints. The Town of Alpine was accountable for all deficiencies affecting lots with existing homes having repaired those deficiencies and should therefore be accountable for the repair of any remaining deficiencies.

Thank you for your service to the community and for consideration of my comments.

David Gomez