



Town of Alpine

Mayor:
Eric Green

Town Council:
Andrea Burchard
Emily Castillo
Frank Dickerson
Jeremiah Larsen

AGENDA

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

1. **Call to Order** – Mayor pro tem Emily Castillo
2. **Pledge of Allegiance** – Mayor pro tem Emily Castillo
3. **Roll Call** – Monica Chenault

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

4. **Consent Agenda** – Mayor Green
 - a. Bills – General Fund, Water Department, and Sewer Department – 07/18/2023
 - b. Financial Report – General Fund, Water Department, and Sewer Department – 06/30/2023
5. **Reports** –
 - a. Economic Development – Jeremiah Larsen
 - b. Engineering – Jorgensen Engineering – Attached
 - c. Engineering – Sunrise – Grey's River Pathway
 - d. Local Non-Profits – Jeremy Larsen
 - e. Lincoln County Sheriff's Department – June 2023 Attached
 - f. Planning & Zoning – Rex Doornbos
 - g. Recreation Board – Shay Scaffide
 - h. Tourism Board – Jeremiah Larsen
 - i. Utility Easement – Jeremiah Larsen

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



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Action Items –

- j. Pickleball Court Resurfacing – Shay Scafide
- k. Greys River Pathway Project Pay App #2 – DNS Excavation
 - i. Seeking approval and authorization for Mayor pro tem to sign
- l. Greys River Pathway Project Pay CO #3 – DNS Excavation
 - i. Seeking approval and authorization for Mayor pro tem to sign
- m. Greys River Pathway Project Proposed Revision
 - i. Seeking approval
- n. Civic Plus – Codification - \$8,949.99 (One-time), \$3,041.00 (Annually)
 - i. Seeking approval and authorization for Clerk Chenault to sign
- o. Civic Plus – Website - \$5,492.40 (One-time), \$4,642.40 (Annually)
 - i. Seeking approval and authorization for Clerk Chenault to sign
- p. Civic Plus – Meeting Management - \$3,080.00 (One-time), \$2,080.00 (Annually)
 - i. Seeking approval and authorization for Clerk Chenault to sign
- q. Lower Valley Energy – Agreement for Installation of Gas & Electric Service
 - i. Seeking approval and authorization for Mayor pro tem to sign
- r. Medicine Wagon & 2001 Suzuki Mini Truck
 - i. Seeking approval to place on the Surplus Equipment List

6. Adjournment –

- a. Motion to Adjourn -

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

3:13 PM

07/18/23

TOWN OF ALPINE
Transaction List by Vendor
June 20 through July 18, 2023

Trans #	Type	Date	Num	Name	Account	Split	Amount
307 Mobile Music							
67178	Bill	07/03/2023	2023.07.04	307 Mobile Music	2000 · Accounts Payable	6180 · Bus. & Comm. Dev./ Comp. Plan	-400.00
67179	Bill Pmt -Check	07/03/2023	18709	307 Mobile Music	1105 · Checking/1st Bank	2000 · Accounts Payable	-400.00
ACME MUSIC							
67349	Bill	07/17/2023		ACME MUSIC	2000 · Accounts Payable	-SPLIT-	-2,000.00
67350	Bill Pmt -Check	07/17/2023	5127	ACME MUSIC	1216 · Alpine Mountain Days	2000 · Accounts Payable	-2,000.00
AFLAC							
67136	Liability Check	06/28/2023	EFT	AFLAC	1105 · Checking/1st Bank	2127 · Affac Payable	-200.59
ALARMLOGIX							
67232	Bill	07/05/2023	10809	ALARMLOGIX	2000 · Accounts Payable	-SPLIT-	-35.00
67254	Bill Pmt -Check	07/17/2023	18725	ALARMLOGIX	1105 · Checking/1st Bank	2000 · Accounts Payable	-35.00
ALL STAR AUTO PARTS							
67251	Bill	06/30/2023	Acct # 918...	ALL STAR AUTO PARTS	2000 · Accounts Payable	6396 · Vehicles - R & M	-61.98
67255	Bill Pmt -Check	07/17/2023	18726	ALL STAR AUTO PARTS	1105 · Checking/1st Bank	2000 · Accounts Payable	-61.98
ALPINE ACE HARDWARE.							
67381	Bill	07/17/2023	June 2023 ...	ALPINE ACE HARDWARE.	2000 · Accounts Payable	-SPLIT-	-543.30
67382	Bill	07/17/2023	June 2023 ...	ALPINE ACE HARDWARE.	2000 · Accounts Payable	2269 · Mountain Days	-116.08
67384	Bill Pmt -Check	07/17/2023	5128	ALPINE ACE HARDWARE.	1216 · Alpine Mountain Days	2000 · Accounts Payable	-116.08
67383	Bill Pmt -Check	07/18/2023	18757	ALPINE ACE HARDWARE.	1105 · Checking/1st Bank	2000 · Accounts Payable	-543.30
ALPINE MOUNTAIN DAYS*							
67249	Bill	06/30/2023	Invoice Jul...	ALPINE MOUNTAIN DAYS*	2000 · Accounts Payable	Restricted Project Funds	-400.00
67275	Bill Pmt -Check	07/17/2023	18745	ALPINE MOUNTAIN DAYS*	1105 · Checking/1st Bank	2000 · Accounts Payable	-400.00
ALTITUDE AIR, LLC							
67336	Bill	07/17/2023	1564	ALTITUDE AIR, LLC	2000 · Accounts Payable	1651 · Office	-34,655.00
67340	Bill Pmt -Check	07/17/2023	18753	ALTITUDE AIR, LLC	1105 · Checking/1st Bank	2000 · Accounts Payable	-34,655.00
BEAU TAYLOR							
67237	Bill	07/05/2023	7/5/2023	BEAU TAYLOR	2000 · Accounts Payable	5150 · Emergency Management Sign	-214.73
67256	Bill Pmt -Check	07/17/2023	18727	BEAU TAYLOR	1105 · Checking/1st Bank	2000 · Accounts Payable	-214.73
BELINDA PENNY							
67042	Bill Pmt -Check	06/20/2023	18696	BELINDA PENNY	1105 · Checking/1st Bank	2000 · Accounts Payable	-710.00
67344	Bill	07/17/2023	653065	BELINDA PENNY	2000 · Accounts Payable	-SPLIT-	-1,370.00
67345	Bill Pmt -Check	07/17/2023	18756	BELINDA PENNY	1105 · Checking/1st Bank	2000 · Accounts Payable	-1,370.00
BLACK MOUNTAIN RENTAL							
67246	Bill	06/30/2023	1040 July ...	BLACK MOUNTAIN RENTAL	2000 · Accounts Payable	6440 · Repairs & Maint.	-349.44
67257	Bill Pmt -Check	07/17/2023	18728	BLACK MOUNTAIN RENTAL	1105 · Checking/1st Bank	2000 · Accounts Payable	-349.44
Brouilms Alpine							
67317	Bill	07/14/2023	Acct # 141...	Brouilms Alpine	2000 · Accounts Payable	-SPLIT-	-283.58
67320	Bill Pmt -Check	07/17/2023	18750	Brouilms Alpine	1105 · Checking/1st Bank	2000 · Accounts Payable	-283.58
Buckrail							
67311	Bill	07/13/2023		Buckrail	2000 · Accounts Payable	2269 · Mountain Days	-500.00
67314	Bill Pmt -Check	07/17/2023	5125	Buckrail	1216 · Alpine Mountain Days	2000 · Accounts Payable	-500.00
CASELLE							
67234	Bill	07/05/2023	12570	CASELLE	2000 · Accounts Payable	-SPLIT-	-150.66
67258	Bill Pmt -Check	07/17/2023	18729	CASELLE	1105 · Checking/1st Bank	2000 · Accounts Payable	-150.66
CONRAD & BISCHOFF INC.							
67245	Bill	06/30/2023	11158 - Ju...	CONRAD & BISCHOFF INC.	2000 · Accounts Payable	-SPLIT-	-1,139.68
67259	Bill Pmt -Check	07/17/2023	18730	CONRAD & BISCHOFF INC.	1105 · Checking/1st Bank	2000 · Accounts Payable	-1,139.68
DEPATCO.							
67248	Bill	06/30/2023	TOALP July	DEPATCO.	2000 · Accounts Payable	6760 · Repairs & Maint. - S&R	-494.04
67260	Bill Pmt -Check	07/17/2023	18731	DEPATCO.	1105 · Checking/1st Bank	2000 · Accounts Payable	-494.04
DEX IMAGING							
67324	Bill Pmt -Check	07/17/2023	18724	DEX IMAGING	1105 · Checking/1st Bank	2000 · Accounts Payable	-831.69
67377	Bill	07/17/2023	AR6733852	DEX IMAGING	2000 · Accounts Payable	6130 · Office Supplies/Postage	-827.44
67378	Bill Pmt -Check	07/18/2023	18761	DEX IMAGING	1105 · Checking/1st Bank	2000 · Accounts Payable	-827.44
DRY CREEK ENTERPRISES INC.							
67247	Bill	06/30/2023	2104-2105	DRY CREEK ENTERPRISES INC.	2000 · Accounts Payable	6490 · Ballpark	-260.00
67312	Bill	07/13/2023	1887	DRY CREEK ENTERPRISES INC.	2000 · Accounts Payable	2269 · Mountain Days	-1,100.00
67282	Bill Pmt -Check	07/17/2023	18732	DRY CREEK ENTERPRISES INC.	1105 · Checking/1st Bank	2000 · Accounts Payable	-260.00
67315	Bill Pmt -Check	07/17/2023	5128	DRY CREEK ENTERPRISES INC.	1216 · Alpine Mountain Days	2000 · Accounts Payable	-1,100.00

TOWN OF ALPINE
Transaction List by Vendor
June 20 through July 18, 2023

Trans #	Type	Date	Num	Name	Account	Split	Amount
EMPOWER TRUST COMPANY LLC							
67070	Liability Check	06/23/2023	EFT	EMPOWER TRUST COMPANY LLC	1105 · Checking/1st Bank	-SPLIT-	-3,035.00
67138	Liability Check	06/23/2023	EFT	EMPOWER TRUST COMPANY LLC	1105 · Checking/1st Bank	-SPLIT-	-2,885.00
67139	Liability Check	06/23/2023	EFT	EMPOWER TRUST COMPANY LLC	1105 · Checking/1st Bank	-SPLIT-	-2,885.00
67140	Liability Check	06/23/2023	EFT	EMPOWER TRUST COMPANY LLC	1105 · Checking/1st Bank	-SPLIT-	-2,885.00
67141	Liability Check	06/23/2023	EFT	EMPOWER TRUST COMPANY LLC	1105 · Checking/1st Bank	-SPLIT-	-2,885.00
67142	Liability Check	06/28/2023	eft	EMPOWER TRUST COMPANY LLC	1105 · Checking/1st Bank	-SPLIT-	-2,885.00
Fireworks West Internationale							
67162	Bill Pmt -Check	07/03/2023	18708	Fireworks West Internationale	1105 · Checking/1st Bank	2000 · Accounts Payable	-15,000.00
67161	Bill	07/04/2023	742020	Fireworks West Internationale	2000 · Accounts Payable	6180 · Bus. & Comm. Dev./ Comp. Plan	-15,000.00
Gnawhog Music Group LLC							
67226	Check	07/11/2023	18717	Gnawhog Music Group LLC	1105 · Checking/1st Bank	6445 · Recreation Board Expenses	-2,000.00
Gray Bear Productions LLC							
67373	Bill	07/18/2023	2023.07.12...	Gray Bear Productions LLC	2000 · Accounts Payable	6445 · Recreation Board Expenses	-750.00
67374	Bill Pmt -Check	07/18/2023	18760	Gray Bear Productions LLC	1105 · Checking/1st Bank	2000 · Accounts Payable	-750.00
GREEN TURF LANDSCAPES							
67231	Bill	07/05/2023	70817	GREEN TURF LANDSCAPES	2000 · Accounts Payable	6440 · Repairs & Maint.	-108.00
67263	Bill Pmt -Check	07/17/2023	18733	GREEN TURF LANDSCAPES	1105 · Checking/1st Bank	2000 · Accounts Payable	-108.00
HALSTEAD, DAN							
67077	Bill	06/26/2023	June 2023	HALSTEAD, DAN	2000 · Accounts Payable	6440 · Repairs & Maint.	-1,240.00
67078	Bill Pmt -Check	06/27/2023	18701	HALSTEAD, DAN	1105 · Checking/1st Bank	2000 · Accounts Payable	-1,240.00
High Mountain Adventures							
67177	Bill	07/03/2023	2023.07.04	High Mountain Adventures	2000 · Accounts Payable	6180 · Bus. & Comm. Dev./ Comp. Plan	-300.00
67180	Bill Pmt -Check	07/03/2023	18710	High Mountain Adventures	1105 · Checking/1st Bank	2000 · Accounts Payable	-300.00
Highland Music LLC							
67308	Bill	07/13/2023	181	Highland Music LLC	2000 · Accounts Payable	6445 · Recreation Board Expenses	-800.00
67309	Bill Pmt -Check	07/13/2023	18719	Highland Music LLC	1105 · Checking/1st Bank	2000 · Accounts Payable	-800.00
IDAHO PARKS& RECREATION							
67213	Bill	07/01/2023	510414497	IDAHO PARKS& RECREATION	2000 · Accounts Payable	6180.1 · Visitor Center	-37.00
67215	Bill Pmt -Check	07/11/2023	18713	IDAHO PARKS& RECREATION	1105 · Checking/1st Bank	2000 · Accounts Payable	-37.00
JENKINS BUILDING SUPPLY							
67250	Bill	06/30/2023	Acct # 105...	JENKINS BUILDING SUPPLY	2000 · Accounts Payable	-SPLIT-	-647.25
67264	Bill Pmt -Check	07/17/2023	18734	JENKINS BUILDING SUPPLY	1105 · Checking/1st Bank	2000 · Accounts Payable	-647.25
Jorgensen							
67368	Bill	06/30/2023	50771/50865	Jorgensen	2000 · Accounts Payable	-SPLIT-	-1,417.50
67372	Bill	07/10/2023	51548	Jorgensen	2000 · Accounts Payable	-SPLIT-	-7,734.03
67369	Bill Pmt -Check	07/18/2023	18758	Jorgensen	1105 · Checking/1st Bank	2000 · Accounts Payable	-1,417.50
67371	Bill Pmt -Check	07/18/2023	18759	Jorgensen	1105 · Checking/1st Bank	2000 · Accounts Payable	-9,366.25
67379	Bill Pmt -Check	07/18/2023	18762	Jorgensen	1105 · Checking/1st Bank	2000 · Accounts Payable	-7,734.03
LAMERE; MICHAEL							
67210	Bill	06/30/2023	002	LAMERE; MICHAEL	2000 · Accounts Payable	6440 · Repairs & Maint.	-2,152.50
67380	Bill Pmt -Check	07/18/2023	18763	LAMERE; MICHAEL	1105 · Checking/1st Bank	2000 · Accounts Payable	-2,152.50
LINCOLN COUNTY SHERIFF'S OFFICE							
67240	Bill	07/05/2023	July2023	LINCOLN COUNTY SHERIFF'S OFFICE	2000 · Accounts Payable	5100 · County Officer Contract & Jail	-606.50
67276	Bill Pmt -Check	07/17/2023	18746	LINCOLN COUNTY SHERIFF'S OFFICE	1105 · Checking/1st Bank	2000 · Accounts Payable	-606.50
LOWER VALLEY ENERGY							
67027	Bill Pmt -Check	06/20/2023	18694	LOWER VALLEY ENERGY	1105 · Checking/1st Bank	2000 · Accounts Payable	-387.44
67339	Bill	07/17/2023	July 2023	LOWER VALLEY ENERGY	2000 · Accounts Payable	-SPLIT-	-514.26
67343	Bill Pmt -Check	07/17/2023	18755	LOWER VALLEY ENERGY	1105 · Checking/1st Bank	2000 · Accounts Payable	-514.26
Nina Horn							
67050	Bill	06/20/2023	MD Refun...	Nina Horn	2000 · Accounts Payable	2289 · Mountain Days	-320.00
67051	Bill Pmt -Check	06/20/2023	5198	Nina Horn	1216 · Alpine Mountain Days	2000 · Accounts Payable	-320.00
NORCO, INC.							
67241	Bill	07/05/2023	38100954	NORCO, INC.	2000 · Accounts Payable	6388 · Tools & Supplies	-37.80
67277	Bill Pmt -Check	07/17/2023	18747	NORCO, INC.	1105 · Checking/1st Bank	2000 · Accounts Payable	-37.80
QUICK REFERENCE PUBLISHING INC							
67041	Bill	06/20/2023	00209795	QUICK REFERENCE PUBLISHING INC	2000 · Accounts Payable	6180 · Bus. & Comm. Dev./ Comp. Plan	-140.90
67043	Bill Pmt -Check	06/20/2023	18697	QUICK REFERENCE PUBLISHING INC	1105 · Checking/1st Bank	2000 · Accounts Payable	-140.90
QuickBooks Payroll Service							
67121	Liability Check	06/29/2023		QuickBooks Payroll Service	1105 · Checking/1st Bank	-SPLIT-	-18,220.44
67159	Liability Check	06/30/2023		QuickBooks Payroll Service	1105 · Checking/1st Bank	-SPLIT-	-851.80
67297	Liability Check	07/13/2023		QuickBooks Payroll Service	1105 · Checking/1st Bank	-SPLIT-	-19,820.65
ROBERT WAGNER							
67376	Bill	06/30/2023	JUNE	ROBERT WAGNER	2000 · Accounts Payable	6766 · Mileage	-24.24
67381	Bill Pmt -Check	07/18/2023	18764	ROBERT WAGNER	1105 · Checking/1st Bank	2000 · Accounts Payable	-24.24

TOWN OF ALPINE
Transaction List by Vendor
June 20 through July 18, 2023

Trans #	Type	Date	Num	Name	Account	Split	Amount
SALT RIVER MOTORS							
67229	Bill	07/05/2023	64394-644...	SALT RIVER MOTORS	2000 - Accounts Payable	6396 - Vehicles - R & M	-150.90
67265	Bill Pmt -Check	07/17/2023	18735	SALT RIVER MOTORS	1105 - Checking/1st Bank	2000 - Accounts Payable	-150.90
SANDERSON LAW OFFICE							
67239	Bill	07/05/2023	4230-4241	SANDERSON LAW OFFICE	2000 - Accounts Payable	-SPLIT-	-3,162.50
67278	Bill Pmt -Check	07/17/2023	18748	SANDERSON LAW OFFICE	1105 - Checking/1st Bank	2000 - Accounts Payable	-3,162.50
Sherwin-Williams							
67318	Bill	07/14/2023	2373-3	Sherwin-Williams	2000 - Accounts Payable	6751 - Repair & Service	-515.85
67321	Bill Pmt -Check	07/17/2023	18751	Sherwin-Williams	1105 - Checking/1st Bank	2000 - Accounts Payable	-515.85
SILVER STAR COMMUNICATIONS							
67252	Bill	06/30/2023	307204 Jul...	SILVER STAR COMMUNICATIONS	2000 - Accounts Payable	-SPLIT-	-510.40
67253	Bill	06/30/2023	Acct # 810...	SILVER STAR COMMUNICATIONS	2000 - Accounts Payable	6171 - Civic Center Utilities	-284.80
67266	Bill Pmt -Check	07/17/2023	18738	SILVER STAR COMMUNICATIONS	1105 - Checking/1st Bank	2000 - Accounts Payable	-795.20
STAR VALLEY DISPOSAL, INC							
67029	Bill Pmt -Check	06/20/2023	18895	STAR VALLEY DISPOSAL, INC	1105 - Checking/1st Bank	2000 - Accounts Payable	-470.00
67048	Bill	06/20/2023		STAR VALLEY DISPOSAL, INC	2000 - Accounts Payable	-SPLIT-	-470.00
67049	Bill Pmt -Check	06/20/2023	18899	STAR VALLEY DISPOSAL, INC	1105 - Checking/1st Bank	2000 - Accounts Payable	-470.00
67227	Bill	07/07/2023		STAR VALLEY DISPOSAL, INC	2000 - Accounts Payable	-SPLIT-	-444.25
67267	Bill Pmt -Check	07/17/2023	18737	STAR VALLEY DISPOSAL, INC	1105 - Checking/1st Bank	2000 - Accounts Payable	-444.25
SVI MEDIA*							
67230	Bill	07/05/2023	Renewal 2...	SVI MEDIA*	2000 - Accounts Payable	6120 - Dues & Memberships	-145.00
67268	Bill Pmt -Check	07/17/2023	18738	SVI MEDIA*	1105 - Checking/1st Bank	2000 - Accounts Payable	-145.00
SWEET LIFE WYOMING							
67216	Bill Pmt -Check	07/11/2023	18714	SWEET LIFE WYOMING	1105 - Checking/1st Bank	2000 - Accounts Payable	0.00
THAYNE SENIOR CENTER							
67238	Bill	07/05/2023	FY 2024	THAYNE SENIOR CENTER	2000 - Accounts Payable	6180 - Bus. & Comm. Dev./ Comp. Plan	-5,000.00
67304	Bill	07/13/2023		THAYNE SENIOR CENTER	2000 - Accounts Payable	6180 - Bus. & Comm. Dev./ Comp. Plan	-500.00
67306	Bill	07/13/2023	2023.09.08	THAYNE SENIOR CENTER	2000 - Accounts Payable	6180 - Bus. & Comm. Dev./ Comp. Plan	-550.00
67269	Bill Pmt -Check	07/17/2023	18739	THAYNE SENIOR CENTER	1105 - Checking/1st Bank	2000 - Accounts Payable	-5,000.00
67305	Bill Pmt -Check	07/17/2023	18749	THAYNE SENIOR CENTER	1105 - Checking/1st Bank	2000 - Accounts Payable	-500.00
67307	Bill Pmt -Check	07/17/2023	18723	THAYNE SENIOR CENTER	1105 - Checking/1st Bank	2000 - Accounts Payable	-550.00
TOWN OF ALPINE SEWER DEPARTMENT							
67327	Check	07/13/2023	18720	TOWN OF ALPINE SEWER DEPARTMENT	1105 - Checking/1st Bank	6100 - Administration	-90,240.00
TOWN OF ALPINE WATER DEPT							
67235	Bill	07/05/2023	885001	TOWN OF ALPINE WATER DEPT	2000 - Accounts Payable	6180 - Bus. & Comm. Dev./ Comp. Plan	-4,500.80
67236	Bill	07/05/2023	June 2023	TOWN OF ALPINE WATER DEPT	2000 - Accounts Payable	-SPLIT-	-1,501.55
67319	Bill	07/14/2023	3940-3960...	TOWN OF ALPINE WATER DEPT	2000 - Accounts Payable	7100 - Miscellaneous Income	-340.90
67270	Bill Pmt -Check	07/17/2023	18740	TOWN OF ALPINE WATER DEPT	1105 - Checking/1st Bank	2000 - Accounts Payable	-6,002.35
67323	Bill Pmt -Check	07/17/2023	18752	TOWN OF ALPINE WATER DEPT	1105 - Checking/1st Bank	2000 - Accounts Payable	-340.90
United States Treasury							
67300	Liability Check	07/12/2023	EFT	United States Treasury	1105 - Checking/1st Bank	-SPLIT-	-39,271.26
67301	Liability Check	07/12/2023	EFT	United States Treasury	1105 - Checking/1st Bank	-SPLIT-	-7,875.76
US GEOLOGICAL SURVEY							
67233	Bill	07/05/2023	3065816	US GEOLOGICAL SURVEY	2000 - Accounts Payable	6180 - Bus. & Comm. Dev./ Comp. Plan	-191.20
67271	Bill Pmt -Check	07/17/2023	18741	US GEOLOGICAL SURVEY	1105 - Checking/1st Bank	2000 - Accounts Payable	-191.20
USDA- FOREST SERVICE							
67122	Bill	06/27/2023	2023.06.27	USDA- FOREST SERVICE	2000 - Accounts Payable	6180 - Bus. & Comm. Dev./ Comp. Plan	-225.00
67123	Bill Pmt -Check	06/27/2023	18702	USDA- FOREST SERVICE	1105 - Checking/1st Bank	2000 - Accounts Payable	-225.00
VALLEY WIDE COOPERATIVE, INC.							
67337	Bill	07/17/2023	U4013796	VALLEY WIDE COOPERATIVE, INC.	2000 - Accounts Payable	6166 - Maintenance Shop Utilities	-398.66
67342	Bill Pmt -Check	07/17/2023	18754	VALLEY WIDE COOPERATIVE, INC.	1105 - Checking/1st Bank	2000 - Accounts Payable	-398.66
VINYLART							
67036	Bill	06/20/2023	5740	VINYLART	2000 - Accounts Payable	6430 - Parks & Rec.	-93.20
67037	Bill Pmt -Check	06/20/2023	18698	VINYLART	1105 - Checking/1st Bank	2000 - Accounts Payable	-93.20
W.A.R.M.							
67375	Bill	07/01/2023	1530	W.A.R.M.	2000 - Accounts Payable	6236 - Building & Liability Insurance	-28,134.59
67382	Bill Pmt -Check	07/18/2023	18765	W.A.R.M.	1105 - Checking/1st Bank	2000 - Accounts Payable	-28,134.59
WAM							
67243	Bill	07/05/2023	17520	WAM	2000 - Accounts Payable	6120 - Dues & Memberships	-1,118.00
67272	Bill Pmt -Check	07/17/2023	18742	WAM	1105 - Checking/1st Bank	2000 - Accounts Payable	-1,118.00
WESTERN STATES EQUIPMENT CO							
67242	Bill	07/05/2023	0029960 - ...	WESTERN STATES EQUIPMENT CO	2000 - Accounts Payable	6751 - Repair & Service	-639.64
67273	Bill Pmt -Check	07/17/2023	18743	WESTERN STATES EQUIPMENT CO	1105 - Checking/1st Bank	2000 - Accounts Payable	-639.64
WY Dept. of Workforce Services							
67143	Liability Check	06/28/2023	EFT	WY Dept. of Workforce Services	1105 - Checking/1st Bank	-SPLIT-	-3,325.87

3:13 PM

07/18/23

TOWN OF ALPINE
Transaction List by Vendor
 June 20 through July 18, 2023

Trans #	Type	Date	Num	Name	Account	Split	Amount
WYOMING CHILD SUPPORT							
67019	Liability Check	06/20/2023	18692	WYOMING CHILD SUPPORT	1105 - Checking/1st Bank	Child Support	-184.15
67020	Liability Check	06/20/2023	18693	WYOMING CHILD SUPPORT	1105 - Checking/1st Bank	Child Support	-30.26
67144	Liability Check	06/29/2023	18703	WYOMING CHILD SUPPORT	1105 - Checking/1st Bank	Child Support	-184.15
67145	Liability Check	06/29/2023	18704	WYOMING CHILD SUPPORT	1105 - Checking/1st Bank	Child Support	-30.26
67330	Liability Check	07/13/2023	18721	WYOMING CHILD SUPPORT	1105 - Checking/1st Bank	Child Support	-184.15
67331	Liability Check	07/13/2023	18722	WYOMING CHILD SUPPORT	1105 - Checking/1st Bank	Child Support	-30.26
WYOMING GAME & FISH DEPARTMENT							
67211	Bill	07/01/2023	179495	WYOMING GAME & FISH DEPARTMENT	2000 - Accounts Payable	6180.1 - Visitor Center	-673.50
67217	Bill Pmt -Check	07/11/2023	18715	WYOMING GAME & FISH DEPARTMENT	1105 - Checking/1st Bank	2000 - Accounts Payable	-673.50
WYOMING RETIREMENT SYSTEM							
67146	Liability Check	06/28/2023	EFT	WYOMING RETIREMENT SYSTEM	1105 - Checking/1st Bank	-SPLIT-	-9,217.59
67148	Liability Check	06/28/2023	EFT	WYOMING RETIREMENT SYSTEM	1105 - Checking/1st Bank	-SPLIT-	-13,803.02
WYOMING STATE TRAILS PROGRAM							
67212	Bill	07/01/2023	2023.07.01	WYOMING STATE TRAILS PROGRAM	2000 - Accounts Payable	6180.1 - Visitor Center	-32.00
67218	Bill Pmt -Check	07/11/2023	18716	WYOMING STATE TRAILS PROGRAM	1105 - Checking/1st Bank	2000 - Accounts Payable	-32.00
XEROX FINANCIAL SERVICES							
67244	Bill	07/05/2023	4458490	XEROX FINANCIAL SERVICES	2000 - Accounts Payable	6315 - Xerox, Etc.	-274.87
67274	Bill Pmt -Check	07/17/2023	18744	XEROX FINANCIAL SERVICES	1105 - Checking/1st Bank	2000 - Accounts Payable	-274.87

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TOWN OF ALPINE-SEWER DEPT.
Transaction List by Vendor
June 20 through July 18, 2023

Trans #	Type	Date	Num	Name	Account	Cir	Split	Amount
ALPINE ACE HARDWARE								
13907	Bill	07/17/2023	2259-4	ALPINE ACE HARDWARE	2000 · Accounts Payable		-SPLIT-	-11.99
13909	Bill Pmt -Check	07/18/2023	5213	ALPINE ACE HARDWARE	1250 · Cash In Bank		2000 · Accounts Payable	-11.99
CAR QUEST VALLEY AUTO SUPPLY								
13874	Bill	07/12/2023	15744-26318	CAR QUEST VALLEY AUTO S...	2000 · Accounts Payable		6630 · Maintenance	-97.50
13875	Bill	07/12/2023	15744-26923	CAR QUEST VALLEY AUTO S...	2000 · Accounts Payable		6630 · Maintenance	-435.19
13876	Credit	07/12/2023	Credit on A/C	CAR QUEST VALLEY AUTO S...	2000 · Accounts Payable		-SPLIT-	56.23
13891	Bill	07/17/2023	15744-26984	CAR QUEST VALLEY AUTO S...	2000 · Accounts Payable		6630 · Maintenance	-87.64
13892	Bill Pmt -Check	07/17/2023	5203	CAR QUEST VALLEY AUTO S...	1250 · Cash In Bank		2000 · Accounts Payable	-564.10
CASELLE								
13871	Bill	07/12/2023	125750	CASELLE	2000 · Accounts Payable		6624 · O/S Professional	-150.67
13893	Bill Pmt -Check	07/17/2023	5204	CASELLE	1250 · Cash In Bank		2000 · Accounts Payable	-150.67
DIAMOND 2 PLUMBING, INC.								
13857	Bill	06/20/2023	9598	DIAMOND 2 PLUMBING, INC.	2000 · Accounts Payable		6638 · Supplies, Maint & Repair	-400.00
13858	Bill Pmt -Check	06/20/2023	5280	DIAMOND 2 PLUMBING, INC.	1250 · Cash In Bank		2000 · Accounts Payable	-400.00
DRY CREEK ENTERPRISES INC.								
13882	Bill	07/12/2023	1979	DRY CREEK ENTERPRISES IN...	2000 · Accounts Payable		6667 · Utilities	-60.00
13883	Bill	07/12/2023	1995	DRY CREEK ENTERPRISES IN...	2000 · Accounts Payable		6635 · Contract Ser.	-9,360.00
13894	Bill Pmt -Check	07/17/2023	5205	DRY CREEK ENTERPRISES IN...	1250 · Cash In Bank		2000 · Accounts Payable	-9,420.00
FALL RIVER PROPANE								
13884	Bill	07/13/2023	June 2023	FALL RIVER PROPANE	2000 · Accounts Payable		-SPLIT-	-27.01
13895	Bill Pmt -Check	07/17/2023	5206	FALL RIVER PROPANE	1250 · Cash In Bank		2000 · Accounts Payable	-27.01
HUBER TECHNOLOGY								
13872	Bill	07/12/2023	CD10024902	HUBER TECHNOLOGY	2000 · Accounts Payable		6638 · Supplies, Maint & Repair	-595.00
13886	Bill Pmt -Check	07/17/2023	5207	HUBER TECHNOLOGY	1250 · Cash In Bank		2000 · Accounts Payable	-595.00
JENKINS BUILDING SUPPLY								
13852	Bill	06/20/2023	755447	JENKINS BUILDING SUPPLY	2000 · Accounts Payable		6638 · Supplies, Maint & Repair	-32.29
13853	Bill	06/20/2023	755472	JENKINS BUILDING SUPPLY	2000 · Accounts Payable		6660 · Operations	-17.99
13854	Bill Pmt -Check	06/20/2023	5277	JENKINS BUILDING SUPPLY	1250 · Cash In Bank		2000 · Accounts Payable	-74.25
13825	Bill	07/01/2023	758213	JENKINS BUILDING SUPPLY	2000 · Accounts Payable		6638 · Supplies, Maint & Repair	-18.98
13827	Bill	07/01/2023	758240	JENKINS BUILDING SUPPLY	2000 · Accounts Payable		6638 · Supplies, Maint & Repair	-4.99
13879	Bill	07/12/2023	758065	JENKINS BUILDING SUPPLY	2000 · Accounts Payable		6638 · Supplies, Maint & Repair	-14.48
13880	Bill	07/12/2023	760505	JENKINS BUILDING SUPPLY	2000 · Accounts Payable		6638 · Supplies, Maint & Repair	-39.00
13897	Bill Pmt -Check	07/17/2023	5208	JENKINS BUILDING SUPPLY	1250 · Cash In Bank		2000 · Accounts Payable	-53.48
JORGENSEN ENGINEERING								
13911	Bill	07/10/2023	51548	JORGENSEN ENGINEERING	2000 · Accounts Payable		-SPLIT-	-13,131.90
13910	Bill Pmt -Check	07/18/2023	5214	JORGENSEN ENGINEERING	1250 · Cash In Bank		2000 · Accounts Payable	-12,128.50
13912	Bill Pmt -Check	07/18/2023	5216	JORGENSEN ENGINEERING	1250 · Cash In Bank		2000 · Accounts Payable	-13,131.90
KVA CONSULTING INC								
13905	Bill	07/17/2023	2218020-2218207	KVA CONSULTING INC	2000 · Accounts Payable		6650 · Capital Improvements	-14,240.00
13908	Bill Pmt -Check	07/18/2023	5218	KVA CONSULTING INC	1250 · Cash In Bank		2000 · Accounts Payable	-14,240.00
LOWER VALLEY ENERGY								
13850	Bill	06/20/2023	05-2023.2	LOWER VALLEY ENERGY	2000 · Accounts Payable		-SPLIT-	-6.57
13855	Bill Pmt -Check	06/20/2023	5278	LOWER VALLEY ENERGY	1250 · Cash In Bank		2000 · Accounts Payable	-6.57
13878	Bill	07/12/2023	08-2023	LOWER VALLEY ENERGY	2000 · Accounts Payable		-SPLIT-	-1,562.06
13886	Bill	07/12/2023	25892	LOWER VALLEY ENERGY	2000 · Accounts Payable		6650 · Capital Improvements	-40,213.42
13898	Bill Pmt -Check	07/17/2023	5209	LOWER VALLEY ENERGY	1250 · Cash In Bank		2000 · Accounts Payable	-1,562.06
MISSION COMMUNICATIONS LLC								
13851	Bill	06/20/2023	1076807	MISSION COMMUNICATIONS ...	2000 · Accounts Payable		-SPLIT-	-1,318.80
13856	Bill Pmt -Check	06/20/2023	5279	MISSION COMMUNICATIONS ...	1250 · Cash In Bank		2000 · Accounts Payable	-1,318.80
ROBERT WAGNER								
13913	Bill	07/01/2023	2023.07.01	ROBERT WAGNER	2000 · Accounts Payable		6663 · Travel/Educ./Training	-297.44
13914	Bill Pmt -Check	07/18/2023	5215	ROBERT WAGNER	1250 · Cash In Bank		2000 · Accounts Payable	-297.44
SILVER STAR COMMUNICATIONS								
13881	Bill	07/12/2023	100556	SILVER STAR COMMUNICATI...	2000 · Accounts Payable		-SPLIT-	-325.10
13899	Bill Pmt -Check	07/17/2023	5210	SILVER STAR COMMUNICATI...	1250 · Cash In Bank		2000 · Accounts Payable	-325.10

FOR MANAGEMENT DISCUSSION PURPOSES ONLY

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TOWN OF ALPINE-SEWER DEPT.
Transaction List by Vendor
June 20 through July 18, 2023

Trans #	Type	Date	Num	Name	Account	Clr	Split	Amount
SOLV BUSINESS SOLUTIONS SAFEGUARD 233439								
13885	Bill	07/13/2023	431615	SOLV BUSINESS SOLUTIONS ...	2000 - Accounts Payable		6604 - Administration	-320.85
13900	Bill Pmt -Check	07/17/2023	5211	SOLV BUSINESS SOLUTIONS ...	1250 - Cash In Bank		2000 - Accounts Payable	-320.85
TOWN GEN FUND								
13916	Bill	06/30/2023	03702941	TOWN GEN FUND	2000 - Accounts Payable		6670 - Salaries and Benefits	-15,901.09
13917	Bill Pmt -Check	06/30/2023		TOWN GEN FUND	1250 - Cash In Bank		2000 - Accounts Payable	-15,901.09
TOWN OF PINEDALE								
13877	Bill	07/12/2023	5/16/23 - 6/14/23	TOWN OF PINEDALE	2000 - Accounts Payable		6635 - Contract Ser.	-3,156.84
13901	Bill Pmt -Check	07/17/2023	5212	TOWN OF PINEDALE	1250 - Cash In Bank		2000 - Accounts Payable	-3,156.84
TOWN WATER DEPT								
13873	Bill	07/12/2023	5,320.01	TOWN WATER DEPT	2000 - Accounts Payable		6667 - Utilities	-86.85
13902	Bill Pmt -Check	07/17/2023	5213	TOWN WATER DEPT	1250 - Cash In Bank		2000 - Accounts Payable	-86.85
TSE ENGINEERING, PC								
13803	Bill	07/17/2023		TSE ENGINEERING, PC	2000 - Accounts Payable		6650 - Capital Improvements	-5,275.00
13904	Bill Pmt -Check	07/18/2023	5217	TSE ENGINEERING, PC	1250 - Cash In Bank		2000 - Accounts Payable	-5,275.00

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Town of Alpine-Water Dept.
Transaction List by Vendor
June 20 through July 18, 2023

Trans #	Type	Date	Num	Name	Account	Split	Amount
ALPINE ACE HARDWARE							
121237	Bill	07/17/2023	June ...	ALPINE ACE HARDWARE	2000 · Accounts Payable	-SPLIT-	-177.48
121238	Bill Pmt -Check	07/18/2023	4570	ALPINE ACE HARDWARE	1200 · Cash/Checking	2000 · Accounts Payable	-177.48
AT&T MOBILITY							
121201	Bill	07/13/2023	28731...	AT&T MOBILITY	2000 · Accounts Payable	6951 · Utilities	-309.00
121211	Bill Pmt -Check	07/17/2023	4554	AT&T MOBILITY	1200 · Cash/Checking	2000 · Accounts Payable	-309.00
CASELLE, INC.							
121200	Bill	07/13/2023	12750	CASELLE, INC.	2000 · Accounts Payable	6910 · Accounting Software	-150.66
121212	Bill Pmt -Check	07/17/2023	4555	CASELLE, INC.	1200 · Cash/Checking	2000 · Accounts Payable	-150.66
CONRAD & BISCHOFF							
121206	Bill	07/13/2023		CONRAD & BISCHOFF	2000 · Accounts Payable	6924 · Fuel, R & M Vehicle Expens...	-605.39
121213	Bill Pmt -Check	07/17/2023	4556	CONRAD & BISCHOFF	1200 · Cash/Checking	2000 · Accounts Payable	-605.39
CORE & MAIN							
121208	Bill	07/13/2023	See At...	CORE & MAIN	2000 · Accounts Payable	-SPLIT-	-6,348.41
121214	Bill Pmt -Check	07/17/2023	4557	CORE & MAIN	1200 · Cash/Checking	2000 · Accounts Payable	-6,348.41
CUMMINS ROCKY MOUNTAIN							
121202	Bill	07/13/2023	60-63...	CUMMINS ROCKY MOUNTAIN	2000 · Accounts Payable	6907 · O/S Professional	-1,237.05
121215	Bill Pmt -Check	07/17/2023	4558	CUMMINS ROCKY MOUNTAIN	1200 · Cash/Checking	2000 · Accounts Payable	-1,237.05
DEPATCO							
121159	Bill Pmt -Check	07/17/2023	4553	DEPATCO	1200 · Cash/Checking	2000 · Accounts Payable	-486.74
ENERGY LABORATORIES, INC.							
121198	Bill	07/13/2023	559743	ENERGY LABORATORIES, INC.	2000 · Accounts Payable	6907 · O/S Professional	-143.00
121216	Bill Pmt -Check	07/17/2023	4559	ENERGY LABORATORIES, INC.	1200 · Cash/Checking	2000 · Accounts Payable	-143.00
JENKINS BUILDING SUPPLY							
121209	Bill	07/13/2023	Acct #...	JENKINS BUILDING SUPPLY	2000 · Accounts Payable	6925 · Supplies/Tools	-1,049.51
121217	Bill Pmt -Check	07/17/2023	4560	JENKINS BUILDING SUPPLY	1200 · Cash/Checking	2000 · Accounts Payable	-1,049.51
Jorgensen							
121241	Bill Pmt -Check	07/18/2023	4571	Jorgensen	1200 · Cash/Checking	2000 · Accounts Payable	-315.00
121244	Bill	07/18/2023	51548	Jorgensen	2000 · Accounts Payable	6907 · O/S Professional	-127.50
121245	Bill Pmt -Check	07/18/2023	4572	Jorgensen	1200 · Cash/Checking	2000 · Accounts Payable	-127.50
LOWER VALLEY ENERGY							
121138	Bill Pmt -Check	06/20/2023	4552	LOWER VALLEY ENERGY	1200 · Cash/Checking	2000 · Accounts Payable	-3,648.25
121230	Bill	07/17/2023	July 2...	LOWER VALLEY ENERGY	2000 · Accounts Payable	-SPLIT-	-2,127.68
121231	Bill Pmt -Check	07/17/2023	4568	LOWER VALLEY ENERGY	1200 · Cash/Checking	2000 · Accounts Payable	-2,127.68
MISSION COMMUNICATIONS, LLC							
121203	Bill	07/13/2023	1076807	MISSION COMMUNICATIONS, LLC	2000 · Accounts Payable	6907 · O/S Professional	-2,517.60
121225	Bill Pmt -Check	07/17/2023	4567	MISSION COMMUNICATIONS, LLC	1200 · Cash/Checking	2000 · Accounts Payable	-2,517.60
ONE-CALL OF WYOMING							
121199	Bill	07/13/2023		ONE-CALL OF WYOMING	2000 · Accounts Payable	6907 · O/S Professional	-24.75
121224	Bill Pmt -Check	07/17/2023	4566	ONE-CALL OF WYOMING	1200 · Cash/Checking	2000 · Accounts Payable	-24.75
RICK NAUMOFF							
121133	Bill Pmt -Check	06/20/2023	4551	RICK NAUMOFF	1200 · Cash/Checking	2000 · Accounts Payable	-27.51
Servant Electric PC							
121197	Bill	07/13/2023	4245	Servant Electric PC	2000 · Accounts Payable	Repair & Maint.	-833.20
121219	Bill Pmt -Check	07/17/2023	4561	Servant Electric PC	1200 · Cash/Checking	2000 · Accounts Payable	-833.20
SOLV BUSINESS SOLUTIONS SAFEGUARD 233439							
121195	Bill	07/13/2023	9146 J...	SOLV BUSINESS SOLUTIONS SAFEGU...	2000 · Accounts Payable	6907 · O/S Professional	-335.85
121220	Bill Pmt -Check	07/17/2023	4562	SOLV BUSINESS SOLUTIONS SAFEGU...	1200 · Cash/Checking	2000 · Accounts Payable	-335.85
The Lock Shop							
121207	Bill	07/13/2023		The Lock Shop	2000 · Accounts Payable	6921 · Contract	-100.00
121221	Bill Pmt -Check	07/17/2023	4563	The Lock Shop	1200 · Cash/Checking	2000 · Accounts Payable	-100.00
Town of Afton							
121235	Bill	07/17/2023		Town of Afton	2000 · Accounts Payable	6952 · Testing	-81.00
121236	Bill Pmt -Check	07/18/2023	4569	Town of Afton	1200 · Cash/Checking	2000 · Accounts Payable	-81.00

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**Town of Alpine-Water Dept.
Transaction List by Vendor
June 20 through July 18, 2023**

Trans #	Type	Date	Num	Name	Account	Split	Amount
TOWN OF ALPINE							
121248	Bill	06/30/2023	3701840	TOWN OF ALPINE	2000 · Accounts Payable	6931 · Salaries & Benefits	-21,338.66
121249	Bill Pmt -Check	07/18/2023		TOWN OF ALPINE	1200 · Cash/Checking	2000 · Accounts Payable	-21,338.66
TOWN OF ALPINE SEWER							
121131	Bill Pmt -Check	06/20/2023	4550	TOWN OF ALPINE SEWER	1200 · Cash/Checking	2000 · Accounts Payable	-47,664.45
121246	Bill	06/30/2023	1039	TOWN OF ALPINE SEWER	2000 · Accounts Payable	4631 · Usage Sale	-47,711.29
121247	Bill Pmt -Check	07/18/2023	4573	TOWN OF ALPINE SEWER	1200 · Cash/Checking	2000 · Accounts Payable	-47,711.29
USA BLUEBOOK							
121120	Bill Pmt -Check	06/20/2023	4548	USA BLUEBOOK	1200 · Cash/Checking	2000 · Accounts Payable	-1,026.61
121122	Bill Pmt -Check	06/20/2023	4549	USA BLUEBOOK	1200 · Cash/Checking	2000 · Accounts Payable	-2,342.55
121204	Bill	07/13/2023	Invoic...	USA BLUEBOOK	2000 · Accounts Payable	6925 · Supplies/Tools	-390.69
121222	Bill Pmt -Check	07/17/2023	4564	USA BLUEBOOK	1200 · Cash/Checking	2000 · Accounts Payable	-390.69
VALLEY AUTO SUPPLY NORTH							
121210	Bill	06/30/2023	1019 -...	VALLEY AUTO SUPPLY NORTH	2000 · Accounts Payable	6924 · Fuel, R & M Vehicle Expens...	-637.62
121223	Bill Pmt -Check	07/17/2023	4565	VALLEY AUTO SUPPLY NORTH	1200 · Cash/Checking	2000 · Accounts Payable	-637.62

Cash & Budget Analysis

	General Fund	Sewer Fund	Water Fund	Total Cash on 6/30/2023	Total Cash on 6/30/2022
Cash					
Restricted Cash	236,523	728,199	394,966	1,359,688	2,157,577
Unrestricted Cash	1,122,802	527,717	687,703	2,338,222	1,983,189
Total Cash & Equivalents	1,359,326	1,255,916	1,082,668	3,697,910	4,140,766

Total Cash & Equivalents	6/30/2022	4,140,766
Total Cash & Equivalents	6/30/2023	3,697,910
Change in Cash as of	6/30/2023	(442,856)

Revenue and Expenses

	General Fund Actual	General Fund Budget	6/30/2023 Variance
General Fund			
Total Revenue	1,572,372	1,335,000	237,372
Net Other Income	(137,916)	53,000	(190,916)
Total Expense	(1,495,383)	(1,387,000)	(108,383)
Net Income	(60,927)	1,000	(61,927)

	Sewer Dept Actual	Sewer Dept Budget	Variance
Sewer			
Total Revenue	911,956	465,000	446,956
Net Other Income	(595,149)	155,000	(750,149)
Total Expense	(574,851)	(619,000)	44,149
Net Income	(258,044)	1,000	(259,044)

	Water Dept Actual	Water Dept Budget	Variance
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Water

Total Revenue	598,865	481,000	117,865
Net Other Income	(283,948)	107,000	(390,948)
Total Expense	(521,548)	(587,000)	65,452

Net Income	(206,631)	1,000	(207,631)
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Combined Depts

	Actual	Budget	Variance
Total Revenue	3,083,193	2,281,000	802,193
Other Financing Sources (Uses)	(1,017,013)	315,000	(1,332,013)
Total Expense	(2,591,781)	(2,593,000)	1,219
Net Income	(525,601)	3,000	(528,601)

Reconciliation of Restricted and Unrestricted Cash

	Ending Date		6/30/2023
General Fund	Unrestricted	Restricted	Total
Petty Cash	190	-	190
Checking 1st Bank	1,122,612	126,784	1,249,396
Mountain Days Reserve	-	12,031	12,031
Clinger Development Fund	-	-	-
CD Investments/Refundable Bonds	-	97,708	97,708
	1,122,802	236,523	1,359,326
Total Cash GF	1,359,326		

Sewer Fund	Unrestricted	Restricted	Total
Cash in Bank	527,717		527,717
Savings and Reserves		12,012	12,012
WW Treatment Plant		216,130	216,130
CD Investments		500,056	500,056
	527,717	728,199	1,255,916
Total Cash Sewer Dept.	1,255,916		

Water Fund	Unrestricted	Restricted	Total
Cash Checking	687,703	-	687,703
Wyoming Class 0002	-	354,628	354,628
Cash Savings	-	40,338	40,338
	687,703	394,966	1,082,668
Total Cash Water Dept.	1,082,668		



JORGENSEN
It's About People, Trust and Know How

PO Box 1519 · 58 S. Tyler Avenue
Pinedale, WY 82941
PH: 307.367.6548
www.jorgeng.com



Engineer's Report

Alpine Town Council

MEETING DATE: JULY 18, 2023
TO: TOWN COUNCIL
SUBMITTED BY: DOMINIQUE BROUGH, PG – JORGENSEN ASSOCIATES
REVIEWED BY: KEVIN MEAGHER – JORGENSEN ASSOCIATES
SUBJECT: MONTHLY ENGINEER'S REPORT
PREPARED ON: JULY 12, 2023

MASTER AGREEMENT BETWEEN TOWN OF ALPINE AND JORGENSEN

Summary

The Master Agreement was approved by Town Council and was executed on February 21, 2023. All work completed below has been at the request of the Mayor or other staff members and is summarized below based on the Task Work Orders (TWOs) outlined in the Master Agreement. The Town's FY23 budget cycle ended on June 30, 2023. All budget numbers presented below are for FY23. A new budget for Jorgensen was approved by the Council on June 20, 2023 and will be reported on starting with the August 2023 Monthly Engineer's Report. Task Work Orders (TWOs) have been simplified for FY24 to reflect the corresponding payment fund (water, sewer, and general); however, this final report for FY23 continues to reflect the former FY23 TWO structure.

Summary of Task Work Order (TWO) Completed To-Date

TWO 1 – Level IV Wastewater Contract Operator: Alan Svalberg and Dustin Ensminger are now administrators for the Town's Mission Communications and can monitor alarms and other water and wastewater systems. We are working with Alan to provide an invoice for his FY23 services as soon as possible.

TWO 2 – WWTP Pre-treatment Plant:

Deadlines Reached:

- 1) June 7th Wyoming Department of Environmental Quality and Water Quality Division responded to Rendezvous Engineering's April 3rd permit application with 20 comments.
- 2) June 12th Rendezvous Engineering responded to Wyoming DEQ's comments
- 3) June 29th concrete slab was poured
- 4) June 30th Jorgensen signed Cambrian Innovation's sub-consulting agreement after approval from Town Council, to provide the process piping drawings for \$104,124.00
- 5) July 10th Wyoming DEQ responded to Rendezvous Engineers June 12th response letter with 4 comments that need to be cleared up.
- 6) July 10th JL Concrete and Construction signed contract with the Town of Alpine to construct the new building for \$663,252.31.
- 7) July 11th building framing started
- 8) July 12th met with LVE on J-Box and Transformer location

Current and Upcoming Work:

- 1) New building submittals from JL Concrete & Construction
- 2) Building framing and setting roof trusses
- 3) Response to Wyoming DEQ comments as needed with Rendezvous Engineering, KVA Consulting and Cambrian Innovation
- 4) Delivery of membrane container process equipment

Notes:

- 1) Equipment delivery was not included in Cambrian Innovation's original contract and an added cost will be forthcoming for the shipping.
- 2) One of the Wyoming DEQ comments is the plant needs back-up power. If we have to get a back-up generator for the Pretreatment Plant it will significantly impact the project cost and finish date

TWO 2 – Melvin Sludge: JVA completed their final evaluation memo regarding Melvin Brewing's impact to the Town's wastewater treatment plant on June 14, 2023. The memo has been reviewed by Town staff and also presented to "legacy" and current Melvin staff. Frank Magazine requested additional information from the Town, which has mostly been provided at this point. It is anticipated that Melvin, Town, Jorgensen, and JVA staff will meet within the next two to three weeks to discuss the results of the memo.

JVA did go \$5,000 over-budget for the preparation of their final memo. This was caused by requesting and processing the additional data needed for a defensible deliverable.

TWO 3 – General Engineering: Jorgensen has been working under multiple sub-phases within TWO 3. Work completed this past month includes:

1. Jorgensen submitted a grant funding application for a Safety Action Plan through the Department of Transportation (DOT) Safe Streets for All (SS4A) program.
2. Jorgensen is assisting the Town with a Wyoming Department of Transportation (WYDOT) FY24 Transportation Alternatives Program (TAP) grant funding application for extending sidewalks west of town to Trail Drive. The application is due July 15, 2023.
3. Jorgensen participated on a call with the Federal Highways Administration (FHWA) and Bureau of Reclamation (BOR) regarding possible grant funding opportunities for the proposed Riverwalk project. This will be pursued later this summer when additional land management agencies have been coordinated with.
4. Jorgensen has been working on the Snake River Junction lift station backup generator cost estimate and agreement. It has been decided that Covelp, the developer, will hold onto their bond throughout the

generator installation process and that Jorgensen will get a proposal from an electrical engineer to specify the generator that the owner can have installed, and the Town can accept when it's completed per the specifications. Because of the total price for generator purchase and installation, this will need to go out for public bid.

5. Jorgensen is working to compile existing information for the upcoming radio read meter project. A project kickoff occurred on May 17th to look at on-the-ground conditions of existing meters. Jorgensen will begin the inventory process in the month of July. No additional charges associated with this project will be incurred in FY23.
6. Jorgensen has requested the Town's water and sewer line CAD drawings from Bob Ablondi, but we have not received any copies to-date. This has been elevated to the Mayor and Council.

TWO 4 – Construction Management: Nothing to report.

TWO 5 – Grant Assistance: Jorgensen applied for the WWDC Level I water study in February, and time spent in June was to prepare for onsite meeting with the State and work with sub-contractors on team to prepare for potential interviews with the State.

TWO 100 – Program Management: Work performed by Jorgensen under this task includes in-person meeting with Town of Alpine and Town Council meetings, internal coordination meetings, and providing updates to Town staff via email and phone calls. Jorgensen has provided a FY24 engineering budget and Capital Improvements Plan (CIP). Jorgensen has also changed the TWOs to match the Town's budgetary funds: general, water, and sewer funds in FY24, which will be reflected in future invoices and engineer's reports.

The overall engineering budget was approximately \$5,000 over-budget for FY23. TWO 2 and 100 were over-budget, as shown in the table below.

Budget

The total budget for all TWOs within the Master Agreement is \$137,100 to be billed on a **time and expense basis**. The numbers presented below are costs associated with work performed by Jorgensen and our subconsultants through June 30, 2023. The overall engineering budget was approximately \$5,000 over-budget for FY23.

TWO Name	Proposed Budget	Spent Budget	Remaining / Unspent Budget	% Remaining Budget
TWO 1 – Level IV Wastewater Contract Operator	\$15,020	\$978	\$14,042	93%
TWO 2 - WWTP	\$52,340	\$74,941	-\$22,601	0%
TWO 3 – General Engineering	\$35,580	\$29,538	\$6,042	17%
Task 4 – Construction Management	\$10,800	\$210	\$10,590	98%
Task 5 – Grant Support	\$6,080	\$5,920	\$160	3%
Task 100 – Program Management	\$17,280	\$30,520	-\$13,240	0%
TOTAL	\$137,100	\$142,107	-\$5,007	0%

Town of Alpine

6/1/23 to 6/30/23

Citations	5 Citations 0 Warnings
CFS/Law Incidents	141
Special Patrol	15

Animal Problem	3	Abandoned Vehicle	1
Agency Assist	4	Auto Accident	3
Aircraft		Child Abuse	
Alarms	3	Citizen Dispute	
Assault		Civil Standby	
Burglary		Custodial interference	
Citizen Assist	3	Domestic Violence	
Alcohol problems		Civil Execution/paper	
Controlled Burn	9	Disturbance	1
Controlled Substance		Game & Fish	1
Drugs		Harassing	1
E911	28	Fire	3
Fraud	2	Field contact	1
Information	1	Lock out	
Hazmat		Lost/Found Property	1
Lost/Found Animal	1	Parking problem	
Livestock	1	Juvenile problem	1
Missing person	1	Medical	11
Littering	1	Mental subject	
Suicide Attempt		REDDI	5
Reckless driving	3	Motorist assist	2
Noise	2	Property damage	1
Test		Search/Rescue	1
Security check	1	Suspicious	
Test		Smoke investigation	1
Runaway juvenile		Threatening	
Traffic offense		Weapon offence	
Traffic hazard	1	Trespassing	2
Theft	1	Vandalism	2
Traffic	27	Vehicle theft	1
Transfer patient		Welfare Check	1
Vin Inspection	8	Warrant	
VIN Stamp	1	Utility problem	

APPLICATION FOR PAYMENT

TOWN OF ALPINE
GREYS RIVER ROAD PATHWAY PROJECT

CONTRACT NO. S07534

PAYMENT NO. 2

PAGE 1 OF 2

OWNER: Town of Alpine
PO Box 3070
Alpine, WY 83128CONTRACTOR: DNS Excavation Inc.
550 Charlot Drive
Afton, WY 83110PERIOD OF ESTIMATE
FROM: October 1, 2022
TO: July 11, 2023

CONTRACT CHANGE ORDER SUMMARY

TABULATION OF PAYMENT

NO.	APPROVAL DATE	AMOUNT			
		ADDITIONS	DEDUCTIONS		
1	10/12/2022	\$ 3,300.00	\$ -	1. Original Contract Price.....	\$ 282,405.00
2	7/14/2023	\$ 11,580.00		2. Change Orders.....	\$ 14,880.00
				3. Revised Contract Price (1 + 2).....	\$ 297,285.00
				4. Total Value of Work Completed to Date *	\$ 237,840.00
				5. Allowance for Materials Stored on this Date*.....	\$ -
				6. Subtotal (4+5).....	\$ 237,840.00
				7. Previously earned by Contractor (Prev. #6).....	\$ 59,124.00
				8. Value of Work Completed this Period (6-7).....	\$ 178,716.00
				9. Retainage Held Prior to this Payment (Prev. #11)	\$ 5,912.40
				10. Retainage to be Held from this Payment (% of 8)....	\$ 17,871.60
				11. Total Retainage to be Held (9+10).....	\$ 23,784.00
TOTALS		\$ 14,880.00	\$ -	12. Payment Due Contractor this Period (8-10).....	\$ 160,844.40
NET CHANGE		\$ 14,880.00		* Detailed breakdown on attached continuation sheet	

CONTRACT TIME

Original Contract Time (Days) 60
Revisions 8
Remaining Time (Days) 0On Schedule ☐ No
☒ YesStarting Date: August 22, 2022
Completion Date: July 11, 2023

ACCEPTED BY CONTRACTOR:

By: Jodie Hill HeadDate: 7/14/23

ENGINEER'S CERTIFICATION:

The undersigned certifies that the work has been inspected and, to the best of their knowledge and belief, the quantities shown on this estimate are correct and the work has been performed in accordance with the contract documents.

APPROVED BY OWNER:

By: _____

Date: _____

Engineer: SUNRISE ENGINEERING, INC.

By: Ryan J. EricksonDate: 7/14/23

TOWN OF ALPINE - GREYS RIVER ROAD PATHWAY PROJECT

PARTIAL PAYMENT REQUEST

(Number 2)

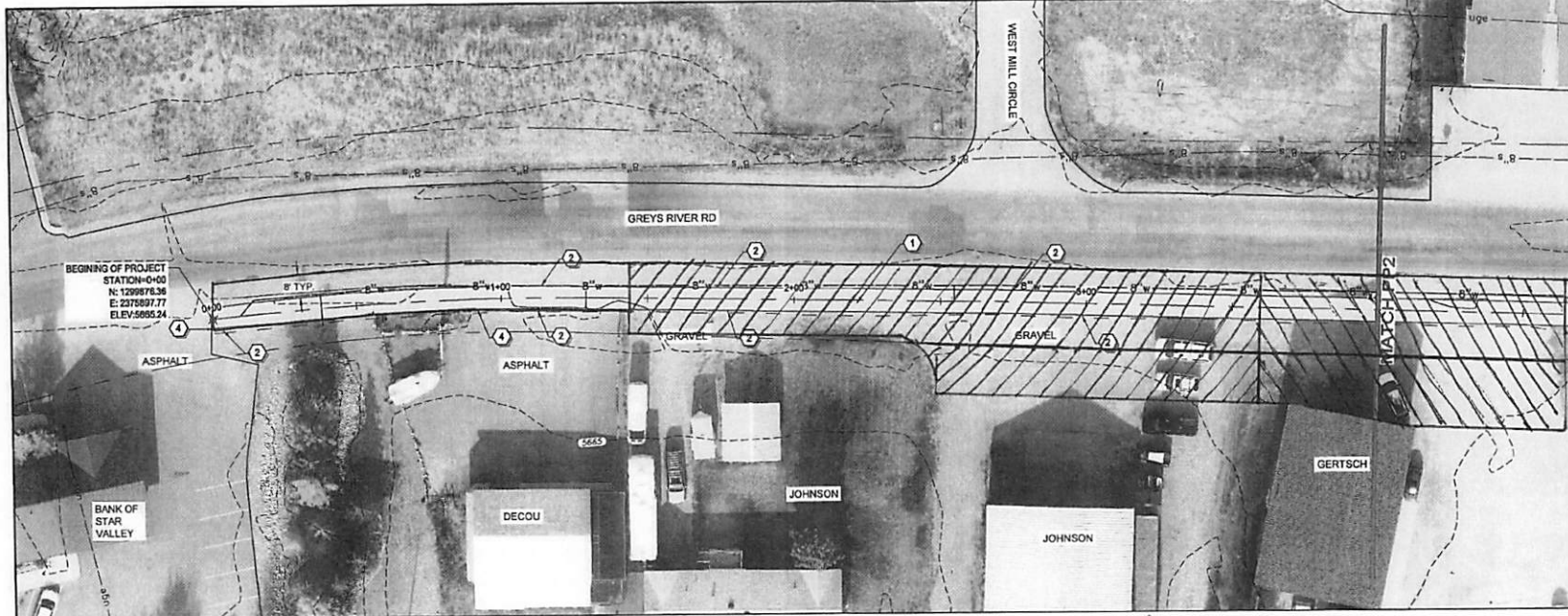
SCHEDULE OF VALUES

Note: Retainage not shown on this form

Name of Payee and Address:		DNS Excavation, Inc. 550 Chariot Drive Afton, WY 83110							
Name of Owner:		TOWN OF ALPINE							
Date of Completion:		Amount of Contract:				Dates of Estimate:			
Original: October 21, 2022		Original: \$282,405.00				From: October 1, 2022			
Revised: July 8, 2023		Revised: \$297,285.00				To: July 11, 2023			
Engineering Firm:		SUNRISE ENGINEERING, INC.							

Item	Description	Adjusted	CONTRACT ITEMS			THIS PERIOD		TOTAL TO DATE	
			Quantity	Unit	Unit Price	Quantity	Amount	Quantity	Amount
1	Force Account		1	L.S.	\$ 10,000.00	0%	\$ -	0%	\$ -
2	Construction Staking		1	L.S.	\$ 3,500.00	65%	\$ 2,275.00	90%	\$ 3,150.00
3	Mobilization		1	L.S.	\$ 13,000.00	25%	\$ 3,250.00	75%	\$ 9,750.00
4	Traffic Control		1	L.S.	\$ 3,000.00	65%	\$ 1,950.00	90%	\$ 2,700.00
5	Earthwork/Grubbing for Pathway		1	L.S.	\$ 47,000.00	65%	\$ 30,550.00	90%	\$ 42,300.00
6	Untreated Base Course (Under Pathway)		350	C.Y.	\$ 30.00	215	\$ 6,450.00	275	\$ 8,250.00
7	Untreated Base Course (final grading at driveways)	1, 2	546	C.Y.	\$ 30.00	386	\$ 11,580.00	546	\$ 16,380.00
8	Materials Sampling and Testing		1	L.S.	\$ 6,500.00	65%	\$ 4,225.00	90%	\$ 5,850.00
9	3" Hot Plant Mix Bituminous Surfacing		75	S.Y.	\$ 115.00	0	\$ -	0	\$ -
10	Pavement Sawing		150	L.F.	\$ 10.00	22	\$ 220.00	22	\$ 220.00
11	Remove & Replace Sign Post & Sign		2	EA	\$ 500.00	2	\$ 1,000.00	2	\$ 1,000.00
12	Replace Grass Sod		1,200	S.F.	\$ 3.00	0	\$ -	0	\$ -
13	4" Thick Concrete (8' Wide Pathway/Sidewalk)		2,450	S.Y.	\$ 56.00	1,847	\$ 103,432.00	2,297	\$ 128,632.00
14	6" Thick Concrete (8' Wide Pathway/Sidewalk)		420	S.Y.	\$ 64.00	81	\$ 5,184.00	172	\$ 11,008.00
15	Detectable Warning Plate (24"x96")		11	EA	\$ 750.00	11	\$ 8,250.00	11	\$ 8,250.00
16	Adjust Valve Cover		1	EA	\$ 350.00	1	\$ 350.00	1	\$ 350.00
						TOTAL	\$ 178,716.00	TOTAL	\$ 237,840.00

CONTRACT CHANGE ORDER					ORDER NO. 3 DATE: 7/14/2023	
CONTRACT FOR: TOWN OF ALPINE - GREYS RIVER ROAD PATHWAY PROJECT						
OWNER: TOWN OF ALPINE						
CONTRACTOR: DNS EXCAVATION, INC.						
You are hereby requested to comply with the following changes from the contract, plans and specifications. The following Bid Items will be revised on the Contractor's Bid Schedule						
Bid Item	Description of Changes (Supplemental Drawings & Specifications Attached)	Qty	Unit	Unit Price	Decrease in Contract Price	Increase in Contract Price
7	Untreated Base Course (final grading at driveways)	386	CY	\$ 30.00		\$ 11,580.00
TOTALS					\$ -	\$ 11,580.00
NET CHANGE IN CONTRACT PRICE						\$ 11,580.00
Change Order initiated by: Contractor						
JUSTIFICATION: Additional base course required for area between pathway and road. Additional contract time due to weather delays.						
The amount of the Contract will increase:						\$ 11,580.00 DOLLARS
The Contract total including this and previous change orders will be:						\$ 297,285.00 DOLLARS
The Contract period provided for completion will increase by 8 days.						
New Completion date: July 11, 2023						
This document will become a supplement to the Contract and all provisions will apply thereto.						
Requested (OWNER) _____				Date: _____		
Recommended (ENGINEER) <i>Ron f. Escobar</i>				Date: 7/14/23		
Accepted (CONTRACTOR) <i>John H. Hefner</i>				Date: 7/14/23		
Approved _____				Date: _____		
Approved _____				Date: _____		



PATHWAY NOTES:

1. INSTALL 8" CONCRETE PATHWAY PER (A)
2. MATCH EXISTING DRIVEWAY PER (A)
3. MATCH TO ROADWAY EDGE PER (A)
4. SAW CUT EXISTING ASPHALT
5. ADJUST COVER PER (A)
6. DETECTABLE WARNING DEVICE PER (A)
7. RELOCATE EXISTING SIGN
8. 3/4" CRUSHED BASE (8" THICK)

//// = Shared w/ Town
 //// = Property Owner

Total Depth = 15,140 sq ft

Per DWS: \$56k for 17,000 sq ft
 $\approx \$30$ per sq ft
 $\approx \$3.33$ per sq ft

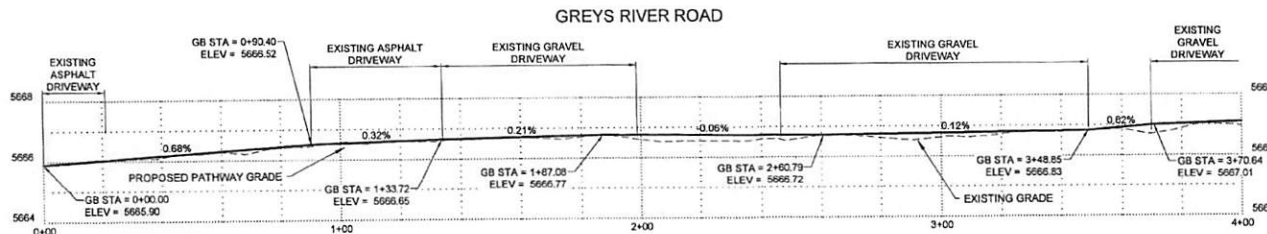
Town: $145' \times 16' = 2320$ sq ft

Johnson: $110' \times 17' = 1870$ sq ft

Johnson + Town: $110' \times 27' + 105' \times 25' = 5595$ sq ft

Gertsch: $105' \times 23' = 2415$ sq ft

Gertsch + Town: $105' \times 28' = 2940$ sq ft



Concrete options:
 Drive: $105' \times 102' \times 42' = 302' \rightarrow 269$ yd²
 Regular = $465 - 302 = 163' \rightarrow 145$ yd²
 Concrete Sidewalk = $(269 \text{ yd}^2) \times (\$64) + (145 \text{ yd}^2) \times (\$56) = \$25,336$
 (less amt to prep w/ asphalt)
 - likely would want more road base
 for area between parking & road

$2320 \text{ sq ft} \times \$3.33/\text{sq ft} = \$7726$

$1870 \text{ sq ft} \times \$3.33 = \$6227$

$5595 \text{ sq ft} \times \$3.33 = \$18,631$

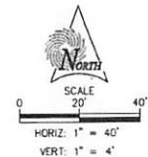
$2415 \text{ sq ft} \times \$3.33 = \$8042$

$2940 \text{ sq ft} \times \$3.33 = \$9790$

Town Cost = $\$7726 + (\$18,631)(.5) + (\$9790)(.5) = \$21,937$ (more amt to prep w/ concrete)
 Johnson Cost = $\$6227 + (\$18,631)(.5) = \$15,543$
 Gertsch Cost = $\$8042 + (\$9790)(.5) = \$12,937$
\$50,416

\rightarrow Per DWS: $\approx \$5K$ for prep

\rightarrow Don't match original cost since square footage is less (17k vs. 15k sq ft)



811 Know what's below.
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SUNRISE ENGINEERING
 47 EAST 4TH AVENUE
 AFTON, WYOMING 83110
 TEL 307.885.8500 • FAX 307.885.8501
 www.sunrise-eng.com

TOWN OF ALPINE
 GREYS RIVER ROAD PATHWAY

PLAN AND PROFILE

50 NO. 07534 DESIGNED RJK DRAWN BJ CHECKED JAL SHEET NO. 5 of 13 **PP1**

**CivicPlus**

302 South 4th St. Suite 500
Manhattan, KS 66502
US

Quote #:**Date:****Expires On:**

Statement of Work

Q-39695-1

3/20/2023 11:57 AM

8/20/2023

Client:

ALPINE, WYOMING

Bill To:

ALPINE, WYOMING

SALESPERSON	Phone	EMAIL	DELIVERY METHOD	PAYMENT METHOD
JR Riley	x	jriley@civicplus.com		Net 30

QTY	PRODUCT NAME	DESCRIPTION	PRODUCT TYPE	TOTAL
300.00	Codification	Codification - \$29.83 per page Includes Land Use 3 printed copies, binders, and tabs 10pt font single column	One-time	USD 8,949.99
1.00	Full-Service Supplementation Subscription	Full-Service Supplementation Subscription	Renewable	USD 1,300.00
1.00	Quarterly Electronic Supplementation Service Included	Online Supplementation will begin with the ordinances received on a quarterly basis.	Renewable	USD 0.00
1.00	Annual Print Supplementation Service Included	Print Supplementation will begin with the ordinances received from the municipality on an annual basis.	Renewable	USD 0.00
3.00	Printed Copies and Freight Included – up to [#] copies	Printed Copies and Freight Included	Renewable	USD 0.00
1.00	Custom Online Code Hosting	Online Code Hosting Premium Bundle Upgrade: Custom Banner, CodeBank, CodeBank Compare + eNotify, OrdBank and MuniPro	Renewable	USD 1,195.00
1.00	MuniDocs Subscription: Up to 25 GB	MuniDocs Subscription: Up to 25 GB	Renewable	USD 375.00
1.00	Custom OrdLink Subscription	OrdLink Subscription	Renewable	USD 171.00
Total Investment Initial Term			USD 8,949.99	
Annual Recurring Services			USD 3,041.00	

Total Days of Quote:366

1. This Statement of Work ("SOW") is between ("Client") and CivicPlus, LLC (the "Service Provider"), and shall be subject to the terms and conditions of the CivicPlus Master Services Agreement located at <https://www.civicplus.com/master-services-agreement> ("MSA"), to which this SOW is hereby attached. By signing this SOW, Client expressly agrees to the terms and conditions of the MSA throughout the Term of this SOW.
2. This SOW shall remain in effect for an initial term starting at signing of this Agreement ending eighteen (18) months from the signing of this Agreement or Service Provider's shipment of the final code, whichever occurs earlier ("Initial Term"). In the event that neither party gives 60 days' notice to terminate prior to the end of the Initial Term, or any subsequent Renewal Term, this SOW may be renewed for an additional 1-year renewal term ("Renewal Term"). The Initial Term and all Renewal Terms are collectively referred to as the "Term".
3. The Total Investment Initial Term shall be invoiced as follows:
 - a. Upon signing this Agreement: 25%
 - b. Upon submission of the Legal Memorandum: 25%
 - c. Upon Submission of Proofs: 25%
 - d. Upon Delivery: Balance of Total Investment Initial Term.
 - e. Any additional costs will be billed separately, upon delivery.
4. The initial Annual Recurring Services shall be invoiced eighteen (18) months from the signing of this Agreement or upon Service Provider's shipment of the final code, whichever occurs earlier ("Annual Services Start Date"). Subsequent Annual Recurring Services shall be invoiced on the anniversary date of the Annual Services Start Date of the relevant calendar year and subject to a 5% annual increase each Renewal Term following the Annual Services Start Date.
5. Codification Services shall Include: Pages with single column and 10 point font unless otherwise listed above; receipt, review and organization of materials; Legal analysis and research by a full-time Service Provider attorney; Preparation of a legal memorandum by a Service Provider attorney; 3-hour Teleconference with attorney (additional time billed at \$150/hr); Implementation of approved legal findings; one draft copy of code with approved changes ("Proofs"); Updating State Law references; Editorial preparation, proofreading, and page formatting; Indexing; Tables; graphics and tabular matter; Final proofreading and corrections; Quality control review and printing – an amount of printed copies set forth in the line items above, to include 3-post stamped binder and tabs; and Sample adopting ordinance prepared by a Service Provider attorney. "Tables" shall include: supplement history table, code comparative table, and ordinance history table. An additional hourly charge shall be assessed for the creation, modification, addition or updating of any table or schedule other than those enumerated herein.
6. Codification Services do NOT include: freight; state sales tax; or any annual recurring services.
7. Client understands and agrees that the Total Investment for Codification Services may be increased by the addition of legislation or materials; or pages over the amount of pages with columns and font size listed in the line items above which may be added at the per page rate agreed upon by the Parties based on column and font size listed above. Legislation added to the project must be approved and received prior to the cutoff date established by the parties. Following the delivery of the final code draft for client proofing (the "Proof"), any extensive changes requested in the Proof content, and/or any material added to the Proof that was not previously contemplated by the parties, will be subject to an additional "Proof Update" fee. Proofs not returned within 45 days may be subject to a Proof Update fee.
8. Client agrees to provide all necessary and correct documentation, materials and communication in a timely manner as agreed upon by the parties following execution of this SOW. Service Provider shall not begin work under this SOW until all necessary documentation, materials, of a general and permanent nature and in a useable format (MS WORD or editable PDF), and communication are received. Service Provider will not be liable or responsible for any delay in the time or completion of the services due to the action or inaction of Client

9. Adhering to an established schedule of deadlines is critical to the success of this project and will ensure the contents of the Legal Memorandum remain current and complete at the time the final code ("Code") is adopted and republished. To ensure a successful project completion, it's important that a conference between the parties is held to discuss the findings of the Legal Memorandum within 45 days of its receipt, and that the subsequent Proof the Service Provider provides be returned within 45 days with any revisions noted. If the Proof is not returned within 45 days, additional update fees may apply. Client acknowledges Service Provider reserves the right to ship and close out any project if no feedback to the Proof is received within 45 days.

10. Client acknowledges Service Provider does not permanently retain prior versions of the legal Code or any other work product.

11. Additional services, including but not limited to, additional labor required because of delays, errors or omissions on the part of Client, may be purchased upon mutual written agreement between the parties.

12. Client acknowledges that Service Provider may provide legal analysis through codification, Codification or legal review services. Unless indicated otherwise, information sent via Internet email or through websites cannot be guaranteed to be confidential. Client further acknowledges that any legal analysis provided by Service Provider is provided to Client's legal counsel for their use and direction and is not intended to be legal advice nor is it intended to substitute for the advice or services of an attorney. Additionally, no attorney-client relationship can be established under this SOW.

13. The Parties agree that notwithstanding the indemnification covenants at Section 15 of the MSA, shall not apply to public interpretation of Legal Code or work product. Service Provider shall not be responsible for the legal sufficiency or copyright infringement of any material initially or subsequently published.

This Statement of Work ("SOW") shall be subject to the terms and conditions of the CivicPlus Master Services Agreement and the applicable Solution and Services terms and conditions located at <https://www.civicplus.help/hc/en-us/p/legal-stuff> (collectively, the "Binding Terms"), By signing this SOW, Client expressly agrees to the terms and conditions of the Binding Terms throughout the term of this SOW.

Additional Terms and Conditions:

If Annual Recurring Supplement Services is included in the services to be delivered under this SOW, the following terms apply:

1. Annual Recurring Supplement Services does NOT include:
 - Additional copies, reprints, binders and tab orders;
 - Documents that contain tables, graphics, unique formatting requirements, or any other form-based code requirements;
 - Legal work, creation of fee schedules, gender neutral review/implementation, external linking;
 - Codifying complete replacement of complex subject matter such as, but not limited to, Zoning (or equivalent). This work is subject to a one-time editorial conversion fee and an increase in the annual supplement rate and online hosting fee(s). Quote provided upon receipt of material;
 - Codifying a newly adopted full Chapter/Title/Appendix. This may be subject to a one-time additional editorial fee and an increase in the annual supplement rate and online hosting fee(s). Material to be reviewed upon receipt;
 - Codifying a newly adopted term change legislation. This may be subject to a one-time additional editorial fee. Material to be reviewed upon receipt;
 - The addition of Manuals, Policies, Procedures, Comprehensive Plans, Land Use, Unified Codes, Zoning (or equivalent). Quotation upon request; and
 - Online Code hosting and online features.
2. In the event Client wishes to increase its Supplement Updates frequency, Client agrees to pay an annual increase in an amount to be agreed upon between the parties, such amount to be prorated from the time of purchase to align with Client's Renewal Date. Client shall provide CivicPlus with written notice, email is sufficient, of its intent to acquire such services. Rush Supplement requests will be assessed an additional one-time fee.

If Legal Review is included in the services to be delivered under this SOW, the following terms apply:

1. Legal Review services include legal review of Client's Code of Ordinances ("Code") as published, to ensure conformity with state statutes and to identify any areas of possible legal concern. The review will also determine if there are any inconsistencies or conflicts within the legislation itself. Service Provider will notate any state law references within the Code that need to be updated in the memorandum. Legislation not currently included in the Code can be reviewed for an additional fee. Within 30 days of Client's receipt of the Legal Memorandum, Client may purchase an optional conference, via telephone or webinar, to review the Legal Memorandum and Service provider's recommendations, to be billed at Service Provider's current rates. The Legal Review services excludes implementation of any recommendations.

If Self Publishing Software is included in the services to be delivered under this SOW, the following terms apply:

1. Client's responsibilities include:
 - a. Providing all code and/or book material to be converted to the Self-Publishing Software frame in digital format. The destination format for storage and presentation of the Client's document will be in the form of standard HTML and PDF;
 - b. Participating in the training necessary to use the software for the publication and integration of enacted legislation, and the drafting of future ordinances for self-updating; and
 - c. Integrating all future legislation into the existing code and continue to use the Self-Publishing Software to update and maintain any additional Client publications (unless for an additional fee the Service Provider is utilized for this service).
2. Client may add additional publications to the Self Publishing Software services purchased herein at an additional annual rate for each added publication, to be agreed upon by the parties, including without limitation: Minutes; Policies and Procedures; Resolutions; Public Works; Construction Standards; Plans; Charters, Museums, Airports.

Acceptance

By signing below, the parties are agreeing to be bound by the covenants and obligations specified in this SOW and the MSA terms and conditions found at: <https://www.civicplus.com/master-services-agreement>.

IN WITNESS WHEREOF, the parties have caused this SOW to be executed by their duly authorized representatives as of the dates below.

Client

By:

Name:

Title:

Date:

CivicPlus

By:

Name:

Title:

Date:

Contact Information

Organization

URL

Street Address

Address 2

City

State

Postal Code

CivicPlus provides telephone support for all trained clients from 7am –7pm Central Time, Monday-Friday (excluding holidays).
Emergency Support is provided on a 24/7/365 basis for representatives named by the Client. Client is responsible for
ensuring CivicPlus has current updates.

Emergency Contact & Mobile Phone

Emergency Contact & Mobile Phone

Emergency Contact & Mobile Phone

Billing Contact

E-Mail

Phone

Ext.

Fax

Billing Address

Address 2

City

State

Postal Code

Tax ID #

Sales Tax Exempt #

Billing Terms

Account Rep

Info Required on Invoice (PO or Job #)

Are you utilizing any external funding for your project (ex. FEMA, CARES): Y [] or N []

Please list all external sources: _____

Contract Contact

Email

Phone

Ext.

Fax

Project Contact

Email

Phone

Ext.

Fax

**CivicPlus**

302 South 4th St. Suite 500
Manhattan, KS 66502
US

Quote #:**Date:****Expires On:****Statement of Work**

Q-41135-2

4/11/2023 5:32 PM

8/20/2023

Client:

ALPINE, WYOMING

Bill To:

ALPINE, WYOMING

SALESPERSON	Phone	EMAIL	DELIVERY METHOD	PAYMENT METHOD
Jordan Cairns	x	cairns@civicplus.com		Net 30

QTY	PRODUCT NAME	DESCRIPTION	PRODUCT TYPE
1.00	Bids and RFPs Listings Annual	Bids and RFPs Listings	Renewable
1.00	Ultimate Graphic Redesign Every 48 Months	Ultimate Graphic Redesign Every 48 Months	Renewable
1.00	Ultimate Web Open Subscription	Ultimate Web Open Subscription	Renewable
1.00	Ultimate Implementation	Ultimate Design, 150 pages migration, free virtual training sessions	One-time
1.00	M3: Integratable Meetings Management Migration and Server Configuration	Server configuration and up to 5 years of meetings document (agendas, agenda packets, minutes) migrated into the site's meetings directory which is integratable with Civic Plus's meetings management software.	One-time

List Price - Year 1 Total	USD 6,653.00
Total Investment - Initial Term	USD 5,492.40
Annual Recurring Services - Year 2	USD 4,642.40

Initial Term & Renewal Date	12 Months
Initial Term Invoice Schedule	70% invoiced at signing and 30% invoiced 6 months from signing or completion of implementation of Services if earlier

Renewal Procedure	Automatic 1 year renewal term, unless 60 days notice provided prior to renewal date
Renewal Invoice Schedule	Annually on date of signing
Annual Uplift	5% starting in Year 3

This Statement of Work ("SOW") shall be subject to the terms and conditions of the CivicPlus Master Services Agreement and the applicable Solution and Services terms and conditions located at <https://www.civicplus.help/hc/en-us/p/legal-stuff> (collectively, the "Binding Terms"), By signing this SOW, Client expressly agrees to the terms and conditions of the Binding Terms throughout the term of this SOW.

Acceptance

The undersigned has read and agrees to the following Binding Terms, which are incorporated into this SOW, and have caused this SOW to be executed as of the date signed by the Customer which will be the Effective Date:

Authorized Client Signature**By:****Name:****Title:****Date:****CivicPlus****By:****Name:****Title:****Date:****Organization Legal Name:****Billing Contact:****Title:****Billing Phone Number:****Billing Email:****Billing Address:****Mailing Address: (If different from above)****PO Number: (Info needed on Invoice (PO or Job#) if required)**

Transaction Record**Transaction Details (5CC99A9B60D8)**

SitelD:	NB73
Name:	Jeffrey Rezens
Address:	PO Box 8296 Jackson WY 83002
Company:	
Card Type:	Visa
Card Number:	*****2036
Expiration Date:	0627
Approval Code:	063300
Amount:	\$181.00
Sales Tax:	\$0.00
Phone:	(307) 413-8290
Transaction:	Debit (Sale)
Status:	Approved
Date:	7/18/2023
Time:	17:32:58
Email Address:	jrezens@gmail.com
Payee Name:	Town of Alpine 1
Memo:	
Custom 1:	Acct # 4761.01
Custom 2:	F62C5E945E0D471
Custom 3:	
Batch ID:	
Batch Date:	

This confirms that you have authorized Town of Alpine 1 to DEBIT your credit card or debit card in the amount of \$181.00. The payment date for this transaction is scheduled for 7/18/2023 and should be processed in 24 to 48 hours from the scheduled date. The confirmation number for this transaction is 5CC99A9B60D8. I agree to pay the below total amount according to my Card Issuer Agreement.

Signature

**CivicPlus**

302 South 4th St. Suite 500
Manhattan, KS 66502
US

Quote #:**Date:****Expires On:****Statement of Work**

Q-41136-2

4/11/2023 5:35 PM

8/20/2023

Client:

ALPINE, WYOMING

Bill To:

ALPINE, WYOMING

SALESPERSON	Phone	EMAIL	DELIVERY METHOD	PAYMENT METHOD
Jordan Cairns	x	cairns@civicplus.com		Net 30

QTY	PRODUCT NAME	DESCRIPTION	PRODUCT TYPE
1.00	Municode Meetings Premium – One-Time Build Cost	Up to 2 Boards, Up to 4 Hours of Virtual Training	One-time
1.00	Agenda & Meeting Management Essential Premium Annual	Agenda & Meeting Management Essential Premium Annual	Renewable

List Price - Year 1 Total	USD 3,600.00
Total Investment - Initial Term	USD 3,080.00
Annual Recurring Services - Year 2	USD 2,080.00

Initial Term & Renewal Date	12 Months
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Authorized Client Signature

By:

Name:

Title:

Date:

CivicPlus

By:

Name:

Title:

Date:

Organization Legal Name:

Billing Contact:

Title:

Billing Phone Number:

Billing Email:

Billing Address:

Mailing Address: (If different from above)

PO Number: (Info needed on Invoice (PO or Job#) if required)



PO Box 9550 | 1315 HWY 89 S., Ste. 201
Jackson, WY 83002
PH: 307.733.5150
www.jorgeng.com

TO: Mayor Green
Town of Alpine
Mayor@AlpineWy.gov

July 12, 2023

RE: **Invoice Recommendation**
Pretreatment & Sludge Handling Plant
291 Buffalo Drive
Alpine, WY

Mayor Green,

Enclosed for your review is Lower Valley Energy's Invoice for the Town of Alpine's Wastewater Pretreatment and Sludge Handling Plant. This invoice reflects a cost of \$40,213.42 to install electrical power for the new Pretreatment Building.

Jorgensen Associates recommends this invoice be paid to Lower Valley Energy. Lower Valley Energy requires the attached service agreement be signed as well. This work is to install new conduit, cabling, junction box and a transformer for the new building.

Please contact me with any questions or concerns you may have regarding this recommended invoice payment and agreement or any other items concerning this project.

Respectfully,

Kevin Meagher
Sr. Project Manager
Jorgensen Associates, Inc.

Enclosures:

Lower Valley Energy Invoice 25892, dated 3/3/23
Lower Valley Energy Agreement (WO 76739)
Sketch of Proposed Transformer and J-Box Locations

LOWER VALLEY ENERGY
 POST OFFICE BOX 188 • AFTON, WYOMING 83110
Powerful Local Solutions

INVOICE: 25892

Invoice Date: 03/03/2023
 Terms: NET 30 DAYS
 Due Date: 04/02/2023
 Amount Due: \$ 40,213.42

TOWN OF ALPINE
 PO BOX 3070
 ALPINE WY 83128-3070

Account: 92040				Page 1 of 1	
Description: 291 BUFFALO DR PRETREATMENT FACILITY					
DESCRIPTION	QUANTITY	UOM	UNIT PRICE	AMOUNT	TAX
CATALOG ITEM: EWIP SEC WO#76739 LESS \$200.00	1.000	EA	40,213.4200	40,213.42	
MESSAGES					
Subtotal:				\$ 40,213.42	
Tax:				\$ 0.00	
Total:				\$ 40,213.42	
Amount Paid:				\$ 0.00	
Amount Due:				\$ 40,213.42	

RETURN BOTTOM PORTION WITH PAYMENT

LOWER VALLEY ENERGY
 POST OFFICE BOX 188 • AFTON, WYOMING 83110
Powerful Local Solutions

Account:	92040
Invoice:	25892
Due Date:	04/02/2023
Amount Due:	\$ 40,213.42
Amount Of Payment:	_____

Remit To:

TOWN OF ALPINE
 PO BOX 3070
 ALPINE WY 83128-3070

Lower Valley Energy
 PO BOX 188
 236 NORTH WASHINGTON
 AFTON WY 83110



AGREEMENT FOR INSTALLATION OF GAS & ELECTRIC SERVICE

Name	TOWN OF ALPINE	Member #	92040
	S30 T37N		
	R118W	WO #	76739
Service # and Address	PRE-TREATMENT FACILITY; 3 phase 277/480 Volts	LOT #	

Agreement Conditions

1. The Customer, as owner or authorized agent for the owner, hereby requests Lower Valley Energy (LVE) to install its gas and/or electric facilities under, upon, and across the premises, in accordance with the provisions of its Rules and Regulations as filed with the Wyoming Public Service Commission, having jurisdiction over LVE's operations, and grants to LVE such rights of ingress and egress as may be necessary or convenient to enable LVE to install, operate, inspect, maintain and repair transformers, meters, gauges, gas lines, fittings and regulators and all other equipment which LVE may elect to install for the purpose of furnishing service to the premises or adjoining premises. Customer is responsible to ensure no obstructions will be placed in front of enclosures or over underground facilities.
2. Customer receiving service shall be responsible for the following: to grant easements to LVE's requirements: to establish final grade so that the conductors and/or gas service lines can be buried at the proper depth; backfill trench when necessary to repair normal settling; to advise LVE of the location of all underground facilities, such as: water, sewer, telephone, cable T.V.; and any unintentional or unavoidable damage to landscaping and shrubbery.
3. Customers choosing to provide trenching shall furnish a 42" deep trench for LVE and bedding materials at LVE's request, at no cost to LVE; shall be responsible and liable for obtaining all applicable Federal, State, and Local permits necessary for the trench and trenching activities; shall assume all risk and indemnify and hold LVE harmless concerning any accident, injury or damage of any kind from any cause whatsoever, including the attorneys fees and costs of LVE in defending any legal action or claim, related in any way to the trench or trenching activities of customer. (Customer's Initials _____).
4. LVE will install the gas and electric meters where it will be reasonably safe from street traffic, readily and safely accessible for reading, testing and inspection. Customer is responsible for ensuring that the meter(s) is not enclosed in any manner that would make it inaccessible or inconvenient to access to LVE employees. The gas riser must be located three feet horizontally from windows, doors, electric, telephone boxes, AC units, or other building vents. LVE reserves the right to de-energize service not meeting LVE Electric & Natural Gas Service requirements.
5. Member shall pay LVE for service at the rates and upon the terms and conditions, as approved by the Lower Valley Energy Board. If no bona fide load exists on a service within twelve (12) months of the date service is provided, the entire cost of construction not already paid by the customer will be due and payable.
6. The line extension costs are current as of the date of this agreement and are valid for 180 days from the date.
7. The entire Gas and/or Electric System installed under this agreement shall be owned, maintained and operated by LVE, in its sole discretion.

ELECTRIC CHARGES

TOTAL COST OF		LESS ENG FEE	
JOB	\$40,413.42	PAID \$200	PAYMENT \$ 40,213.42
OTHER			TOTAL DUE \$40,213.42

I hereby authorize the installation of gas and/or electric facilities and agree to pay any cost of installation in excess of the allowable investment of Lower Valley Energy as defined in its Rules and Regulations. Should the location of the transformer, meter base and/or size of service change, I agree to notify Lower Valley Energy immediately. I understand that a change in length, size or location of the service could result in an increase in the cost of installation.

Member

Lower Valley Energy, Inc.

Signature: _____ Date _____ By: Joyce Ross Date 3/3/23

Printed Name: _____

