

Town of Alpine

Annexation Report - Lot 18 Boardwalk, LLC

Purpose:

The following proposed annexation report is prepared pursuant to Wyoming Statute 15-1-402 to ensure that the statutory requirements for annexing territory are addressed. W.S. 15-1-402 requires certain findings by the governing body and requires an annexation report containing information related to the area proposed for annexation, infrastructure costs, services, projected service costs, property tax mill levies, and infrastructure improvements within the existing Town boundaries.

Description of Area:

The area consists of approximately 1.21 acres of undeveloped land contiguous with and adjacent to the current Town limits of the Town of Alpine. This land is presently owned by Lot 18 Boardwalk, LLC, a Wyoming limited liability company. The petition to annex was signed by Rex Doornbos, Managing Member.

The annexation is described as the Boardwalk II Lot 18 Annexation to the Town of Alpine. The petition applies to all of Lot 18, Boardwalk II.

The owner has indicated an intent to develop the property for multi-family residential use, including a possible 24-unit apartment building. No building permit application has been submitted at this time, and any future development shall be subject to applicable Town review, zoning, permitting, utility, and development requirements.

See Exhibit A – Map of the area to be annexed.

See Exhibit B – Legal description of the property to be annexed.

See Exhibit C – Current Town of Alpine Water and Sewer Rate Schedule.

Development Costs:

No infrastructure improvements are anticipated to be borne by the Town of Alpine as a condition of this annexation. Existing water, sewer, electric, telephone, and internet services are available at or near the property line, subject to connection, development approval, and applicable provider requirements.

No public infrastructure improvements are anticipated to be borne by the Developer as a condition of this annexation. The property owner/developer shall be responsible for any private on-site improvements necessary for development of the property and for all applicable connection fees, capacity fees, monthly service fees, and any other water or sewer rates, fees, or charges in effect under Town ordinance at the time of connection.

Statutory Requirements:

W.S. 15-1-402 sets specific requirements with regard to the annexation process and the supporting documentation.

1) Before any territory is eligible for annexation, the governing body of any city or town, at a hearing as provided in W.S. 15-1-405, shall make the following findings:

W.S. 15-1-402(a)(i)

REQUIREMENT: An annexation of the area is for the protection of the health, safety and welfare of the persons residing in the area and in the city or town.

FINDING: The annexation of the area is for the protection of the health, safety and welfare of the persons residing in the area and in the Town of Alpine. Annexation will bring the property within the Town's municipal boundaries and subject the property to the Town's ordinances, zoning, permitting, utility, and development standards. This allows future development of the property to be reviewed and regulated in a manner consistent with other property within the Town.

W.S. 15-1-402(a)(ii)

REQUIREMENT: The urban development of the area sought to be annexed would constitute a natural, geographical, economical, and social part of the annexing city or town.

FINDING: The urban development of the area sought to be annexed would constitute a natural, geographical, economical, and social part of the Town of Alpine. The property is contiguous with and adjacent to the existing Town limits, is located near existing Town services and infrastructure, and is proposed for multi-family residential use. Future residents or users of the property would reasonably be expected to use and be connected to the Town of Alpine for municipal services, utilities, roads, commerce, and community purposes.

W.S. 15-1-402(a)(iii)

REQUIREMENT: The area sought to be annexed is a logical and feasible addition to the annexing city or town and the extension of basic and other services customarily available to residents of the city or town shall, within reason, be available to the area proposed to be annexed.

FINDING: The area sought to be annexed is a logical and feasible addition to the Town of Alpine. Basic and other services customarily available to residents of the Town are available or may reasonably be made available to the area proposed to be annexed. Water and sewer service are available through the Town of Alpine subject to development approval, connection to the Town systems, and payment of all applicable fees and charges in effect at the time of connection. Electric service is available through Lower Valley Energy. Telephone and internet service is available through Silver Star.

W.S. 15-1-402(a)(iv)

REQUIREMENT: The area sought to be annexed is contiguous with or adjacent to the annexing city or town, or the area meets the requirements of W.S. 15-1-407.

FINDING: The area proposed for annexation is contiguous with and adjacent to the Town of Alpine. To the extent a platted street, alley, public or private right-of-way, transportation right-of-way, lake, stream, reservoir, or other waterway lies between the existing Town boundary and the property proposed for annexation, such feature does not adversely affect contiguity under W.S. 15-1-402(b).

W.S. 15-1-402(a)(v)

REQUIREMENT: If the town does not own or operate its own electric utility, its governing body is prepared to issue one (1) or more franchises as necessary to serve the annexed area pursuant to W.S. 15-1-410.

FINDING: The Town of Alpine does not own or operate its own electric utility. Electric service in the Town of Alpine is provided by Lower Valley Energy. The Town has an existing franchise for electric service and is prepared to issue one (1) or more franchises as necessary to serve the annexed area pursuant to W.S. 15-1-410.

W.S. 15-1-402(a)(vi)

REQUIREMENT: The annexing town, not less than twenty (20) business days prior to the public hearing required by W.S. 15-1-405(a), has sent by certified mail to all landowners and affected public utilities within the territory and by first class mail to any persons owning property that is within three hundred (300) feet of the territory proposed to be annexed, regardless of whether the property is inside or outside the corporate limits of the annexing town and regardless whether the city or town is exercising authority under W.S. 15-3-202(b)(ii), a summary of the proposed annexation report as required under subsection (c) of this section and notice of the time, date and location of the public hearing required by W.S. 15-1-405(a).

FINDING: On April 20, 2026, a petition for annexation of eligible territory was filed with the Town Clerk of the Town of Alpine by Lot 18 Boardwalk, LLC. The Town Clerk found the petition to be complete and scheduled a public hearing before the Alpine Town Council for June 23, 2026 at 6:30 PM at Alpine Town Hall. Not less than twenty (20) business days prior to the public hearing, the Town shall provide notice in accordance with W.S. 15-1-402 and W.S. 15-1-405, including certified mail notice to all landowners and affected public utilities within the territory and first-class mail notice to persons owning property within three hundred (300) feet of the territory proposed to be annexed. The notice shall include a summary of the proposed annexation report and the time, date, and location of the public hearing.

2) Subsection (c) requires that an annexing municipality prepare an annexation report, which shall include the following:

W.S. 15-1-402(c)(i)

REQUIREMENT: A map of the area proposed to be annexed showing identifiable landmarks and boundaries and the area which will, as a result of the annexation, then be brought within one-half (1/2) mile of the new corporate limits of the city, if it has exercised the authority granted under W.S. 15-3-202(b)(ii).

FINDING: SEE EXHIBIT A (MAP)

W.S. 15-1-402(c)(ii)

REQUIREMENT: Total estimated costs of infrastructure improvements required of all landowners related to the annexation.

FINDING: The total estimated cost of infrastructure improvements required of all landowners related to the annexation is \$0.00. No public infrastructure improvements are anticipated as a condition of this annexation. Existing water, sewer, electric, telephone, and internet services are available at or near the property line. The property owner/developer shall remain responsible for any private on-site improvements necessary for development of the property and for all applicable connection fees, capacity fees, monthly service fees, and other water or sewer rates, fees, or charges in effect under Town ordinance at the time of connection.

W.S. 15-1-402(c)(iii)

REQUIREMENT: A list of basic and other services customarily available to town residents and a timetable when those services will reasonably be available to the area.

FINDING: The following services are available, and provision of these services will be initiated by the property owner.

- i. Electricity: Electric service is provided by Lower Valley Energy and is available to the area. Service will reasonably be available upon annexation and upon satisfaction of any applicable Lower Valley Energy service requirements.

- ii. Water: Water service is provided by the Town of Alpine and is available to the area. Service will reasonably be available upon annexation, development approval, connection to the Town water system, and payment of all applicable fees and charges in effect at the time of connection.
- iii. Sewer: Sewer service is provided by the Town of Alpine and is available to the area. Service will reasonably be available upon annexation, development approval, connection to the Town sewer system, and payment of all applicable fees and charges in effect at the time of connection.
- iv. Telephone/Internet: Telephone and internet service is provided by Silver Star and is available to the area. Service will reasonably be available upon annexation and upon satisfaction of any applicable Silver Star service requirements.

W.S. 15-1-402(c)(iv)

REQUIREMENT: A projected annual fee or service cost for services described in paragraph (c)(iii).

FINDING: Projected annual fees or service costs are dependent upon actual development, actual usage, applicable provider rates, and Town rates, fees, and charges in effect at the time of connection and service.

- i. Electricity: Projected annual electric service costs will be determined by Lower Valley Energy based on actual service needs, usage, and applicable provider rates.
- ii. Water: Projected annual water service costs will be determined by the Town of Alpine water rates, fees, and charges in effect at the time of connection and service, and by actual usage. The current Town of Alpine water and sewer rate schedule is attached as Exhibit C for reference.
- iii. Sewer: Projected annual sewer service costs will be determined by the Town of Alpine sewer rates, fees, and charges in effect at the time of connection and service. The current Town of Alpine water and sewer rate schedule is attached as Exhibit C for reference.
- iv. Telephone/Internet: Projected annual telephone and internet service costs will be determined by Silver Star based on actual service needs, usage, and applicable provider rates.

W.S. 15-1-402(c)(v)

REQUIREMENT: The current and projected property tax mill levies imposed by the municipality.

FINDING: The current and projected property tax mill levy imposed by the Town of Alpine is 5 mills.

W.S. 15-1-402(c)(vi)

REQUIREMENT: The cost of infrastructure improvements within existing boundaries of the town to accommodate the annexation.

FINDING: The cost of infrastructure improvements within the existing boundaries of the Town of Alpine to accommodate the annexation is estimated to be \$0.00. No Town-funded infrastructure improvements within the existing Town boundaries are anticipated at this time as a condition of annexation.

Zoning:

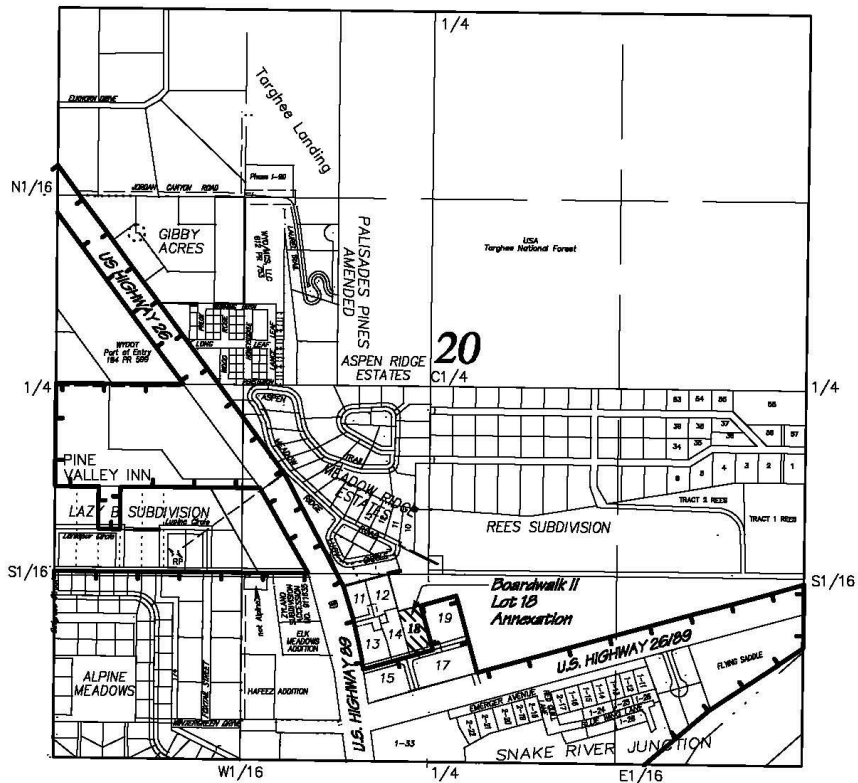
- 1) The anticipated zoning for this property once annexed to the Town of Alpine is Mixed Residential Commercial (MRC).

/s/ Monica L. Chenault Clerk/Treasurer

**EXHIBIT A
MAP OF AREA PROPOSED FOR ANNEXATION**

*Boardwalk II Lot 18 Annexation
Town of Alpine, Wyoming*

**LOCATION MAP
T37N R118W**



LEGEND

[Town of Alpine] Indicates the incorporated limits of the Town of Alpine prior to this annexation.



**MAP TO ACCOMPANY PETITION
FOR
BOARDWALK II LOT 18 ANNEXATION
TO THE
TOWN OF ALPINE, LINCOLN COUNTY, WYOMING**

SCALE: 1" = 1000'

Revision date: 20 March 2026

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DATE: 20 March 2026
 DRAWN BY: Karl F. Scherbel
 CALCULATED BY: Karl F. Scherbel
 CATEGORY/PORT: EXH/BOARDWALK
 FIELD BOOK:
 COMPUTER FILE: Boardwalk2 L18 Annex



SURVEYOR SCHERBEL, LTD. S S
 PROFESSIONAL LAND SURVEYORS

BOX 96 BIG PINEY-MARBLETON, WY TEL.276-3347; BOX 225 AFTON, WY TEL.885-9319;
 ALPINE, WY TEL.885-9319; JACKSON, WY TEL.733-5903; LAVA, ID TEL.776-5930

EXHIBIT B
LEGAL DESCRIPTION
Boardwalk II Lot 18 Annexation
Town of Alpine, Wyoming

Legal Description
Boardwalk II Lot 18 Annexation
Town of Alpine, Wyoming

All of Lot 18 of Boardwalk II Subdivision, located in the SE1/4SW1/4 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.

EXHIBIT C
CURRENT TOWN OF ALPINE WATER
AND SEWER RATE SCHEDULE
Town of Alpine, Wyoming

ORDINANCE NO. 2025-013

AN ORDINANCE ESTABLISHING UTILITY RATES, FEES, AND CHARGES FOR WATER AND SEWER SERVICES WITHIN THE TOWN OF ALPINE, WYOMING; PROVIDING DEFINITIONS; ADOPTING A UTILITY RATE SCHEDULE; AND REPEALING ALL PRIOR RATE ORDINANCES IN CONFLICT HEREWITH.

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

Section I. Title

This ordinance shall be known and may be cited as the “**Town of Alpine Utility Rate Ordinance.**”

Section II. Ordinances Repealed

Ordinance No. 2022-14 (Utility Billing), along with any other ordinances or resolutions establishing water or sewer rates, fees, or charges that are inconsistent with this ordinance, is hereby repealed.

Section III. Effective Date

This ordinance shall be effective on the date of passage. All billing for rates specified herein shall begin on the first billing period after passage and approval of this Ordinance.

Section IV. Definitions

For purposes of this ordinance, the following definitions apply:

- (a) “**Base Rate**” – Means the fixed monthly fee charged to each active water or sewer account to cover system infrastructure, administration, and availability of service, regardless of actual usage.
- (b) “**Per Gallon Charge**” – Means the volumetric fee billed to each water/sewer customer, based on actual metered consumption in gallons.
- (c) “**Readiness-to-Serve Fee**” – Means a monthly fee charged to properties or vacant lots that are connected to, or have service availability from, the Town system but are not actively consuming.
- (d) “**Connection Fee**” – Means a one-time fee assessed for the labor, inspection, and materials required to establish a new service connection.
- (e) “**Capacity Fee**” – Means a one-time fee to recover proportional costs of system capacity required to serve a new or expanded connection.

- (f) **“Equivalent Residential Unit” or “ERU”** means a standardized unit of measurement used to determine the water demand or wastewater flow attributable to a property by comparing it to the average daily use of a typical single-family residence. One ERU represents the average daily water use and/or wastewater flow generated by one standard household. Properties with higher or lower demand—such as commercial buildings, multifamily dwellings, restaurants, or facilities with additional plumbing fixtures—shall be assigned multiple or fractional ERUs based on their estimated demand relative to a standard household.
- (g) For purposes of sewer capacity fees and billing, **1 ERU equals 25 fixture units.** For purposes of water capacity fees and billing, **1 ERU equals the capacity of a 3/4-inch water meter or service line**, and fees for larger meter or service sizes shall be calculated by applying a ratio of the capacity of the larger meter or line to that of a 3/4-inch meter or line.
- (h) **“Water Capacity Ratios”** Means capacity fees for water lines greater than 3/4” shall be based on the ratio of the safe maximum flow, in gallons per minute, of a meter corresponding to the selected water line size to that of a standard 3/4” meter. See table below:
- (i) **“Water Capacity Ratio Fee”** Means the monetary amount charged for the capacity of water lines greater than 3/4”. Capacity shall be calculated on the ratio of the safe maximum flow, in gallons per minute, of a meter corresponding to the selected water line size to that of a standard 3/4” meter. See table below:

Meter Size	AWWA Safe Max Flow (gpm)*	Capacity Ratios
3/4"	30	1.00
1"	50	1.67
1.5"	100	3.33
2"	160	5.33
3"	320	10.67
4"	500	16.67
6"	1,000	33.33
8"	1,600	53.33

Source: American Water Works Association, Principles of Water Rates, Fees, and Charges (Manual of Water Supply Practices M1), 7th Ed. (2017), Table VII.2-5: (p. 338).

- (j) **“Fixture Unit”** – Means a standardized measure of water demand assigned to specific plumbing fixtures or groups of fixtures as set forth in the most recent International Building Code (see attachment A Fixture to ERU Calculator).
- (k) **“Bulk Water Rate”** – Means the charge for water dispensed directly through fire hydrants or approved bulk fill stations by permit.
- (l) **“Renter Fee”** – Means a monthly charge assessed when billing responsibility is transferred from the property owner to a renter.
- (m) **“Outside Municipal Limits Rate”** – Means any customer receiving service outside the Town boundaries shall be billed at a percentage above the in-Town rate as provided in the Utility Rate Schedule. Water rates shall be assessed at one hundred twenty-five percent (125%) of the standard rate, and sewer rates shall be assessed at one hundred fifty percent (150%) of the standard rate, as outlined below.

Section V. Water Rates and Fees

Water-related charges, including but not limited to **base rates, usage charges, readiness-to-serve fees, connection fees, meter replacement fees, and out-of-town multipliers** shall be as set forth below:

WATER RATES AND FEES:

MONTHLY WATER METER BASE RATE

Meter Size	Residential	Commercial	Industrial	Out of Town Res.	Out of Town Com.	Out of Town Ind.
3/4"	\$31.00	\$31.00	\$31.00	\$38.75	\$38.75	\$38.75
1"	\$51.67	\$51.67	\$51.67	\$64.58	\$64.58	\$64.58
1.5"	\$103.33	\$103.33	\$103.33	\$129.17	\$129.17	\$129.17
2"	\$165.33	\$165.33	\$165.33	\$206.67	\$206.67	\$206.67
3"	\$330.67	\$330.67	\$330.67	\$413.33	\$413.33	\$413.33
4"	\$516.67	\$516.67	\$516.67	\$645.83	\$645.83	\$645.83
6"	\$1,033.33	\$1,033.33	\$1,033.33	\$1,291.67	\$1,291.67	\$1,291.67
8"	\$1,653.33	\$1,653.33	\$1,653.33	\$2,066.67	\$2,066.67	\$2,066.67

MONTHLY READY TO SERVE FEE

In Town \$31.00

Out of Town \$38.75

MONTHLY WATER USAGE

\$\$ per 1,000 gallons	Residential	Commercial	Industrial	Out of Town Res.	Out of Town Com.	Out of Town Ind.
	\$2.00	\$2.00	\$2.00	\$2.50	\$2.50	\$2.50

MONTHLY FIRE SUPPRESSION READINESS-TO-SERVE

Size	Residential	Commercial	Industrial	Out of Town Res.	Out of Town Com.	Out of Town Ind.
3/4"	\$31.00	\$31.00	\$31.00	\$38.75	\$38.75	\$38.75
1"	\$51.67	\$51.67	\$51.67	\$64.58	\$64.58	\$64.58
1.5"	\$103.33	\$103.33	\$103.33	\$129.17	\$129.17	\$129.17
2"	\$165.33	\$165.33	\$165.33	\$206.67	\$206.67	\$206.67
3"	\$330.67	\$330.67	\$330.67	\$413.33	\$413.33	\$413.33
4"	\$516.67	\$516.67	\$516.67	\$645.83	\$645.83	\$645.83
6"	\$1,033.33	\$1,033.33	\$1,033.33	\$1,291.67	\$1,291.67	\$1,291.67
8"	\$1,653.33	\$1,653.33	\$1,653.33	\$2,066.67	\$2,066.67	\$2,066.67

WATER CONNECTIONS

Size	Residential	Commercial	Industrial	Out of Town Res.	Out of Town Com.	Out of Town Ind.
3/4"	\$1,500.00	\$1,500.00	\$1,500.00	\$1,875.00	\$1,875.00	\$1,875.00
1"	\$1,500.00	\$1,500.00	\$1,500.00	\$1,875.00	\$1,875.00	\$1,875.00
1.5"	\$1,500.00	\$1,500.00	\$1,500.00	\$1,875.00	\$1,875.00	\$1,875.00
2"	\$1,500.00	\$1,500.00	\$1,500.00	\$1,875.00	\$1,875.00	\$1,875.00

3"	\$1,500.00	\$1,500.00	\$1,500.00	\$1,875.00	\$1,875.00	\$1,875.00
4"	\$1,500.00	\$1,500.00	\$1,500.00	\$1,875.00	\$1,875.00	\$1,875.00
6"	\$1,500.00	\$1,500.00	\$1,500.00	\$1,875.00	\$1,875.00	\$1,875.00
8"	\$1,500.00	\$1,500.00	\$1,500.00	\$1,875.00	\$1,875.00	\$1,875.00

WATER CAPACITY FEES

Meter Size	Residential	Commercial	Industrial
3/4"	\$7,925.00	\$7,925.00	\$7,925.00
1"	\$13,235.00	\$13,235.00	\$13,235.00
1.5"	\$26,390.00	\$26,390.00	\$26,390.00
2"	\$42,240.00	\$42,240.00	\$42,240.00
3"	\$84,560.00	\$84,560.00	\$84,560.00
4"	\$132,110.00	\$132,110.00	\$132,110.00
6"	\$264,140.00	\$264,140.00	\$264,140.00
8"	\$422,640.00	\$422,640.00	\$422,640.00

WATER METER REPLACEMENT FEE

\$2.00 per month

Section VI. Sewer Rates and Fees

Sewer-related charges, including but not limited to **base rates, usage charges, readiness-to-serve fees, connection fees, capacity fees, ERU-based fees, and out-of-town multipliers** shall be as set forth below:

SEWER RATES AND FEES:

MONTHLY SEWER BASE RATE

	Residential	Commercial	Industrial	Out of Town Res.	Out of Town Com.	Out of Town Ind.
PER ERU (Min. 1 ERU)	\$67.50	\$67.50	\$67.50	\$101.25	\$101.25	\$101.25

MONTHLY SEWER USAGE (FROM WATER USAGE)

	Residential	Commercial	Industrial
\$ per 1,000 gallons	\$0.00	\$0.00	\$0.00

SEWER CONNECTION FEE

	Residential	Commercial	Industrial
PER ERU (Min. 1 ERU)	\$1,000.00	\$1,000.00	\$1,000.00

SEWER CAPACITY FEE

	Residential	Commercial	Industrial
PER ERU (Min. 1 ERU)	\$9,080.00	\$9,080.00	\$9,080.00

Section VII. Miscellaneous Utility Fees

Other charges, including but not limited to **bulk water rates, renter fees, returned check fees, voluntary shutoff/reconnection fees, meter tampering fees, and other administrative charges** shall be as set forth below:

MISC. FEES SCHEDULE:

Fee Type	Unit	Rate
Renter Fee	per occurrence	\$50.00
Returned Check Fee	per occurrence	\$50.00
Connection License Extension Fee	per occurrence	\$100.00

Shut Off/Reconnect Fee	per occurrence	\$60.00
Termination Fee	per occurrence	\$120.00
Late Fees	per occurrence	10% of bill
Unauthorized Connection Fee	per occurrence	\$750.000
Transfer of Service	per occurrence	\$300.00
Civil Penalty	per day	\$750.00
Prohibited Discharge Fee	per occurrence	\$750.00
Water Meter Testing Fee	per occurrence	\$65.00
Bulk Water Permit Fee	per occurrence	\$100 Permit Fee and \$4 per Galloon
Irrigation Well Permit Fee (Annual)	per occurrence	\$100.00 for first year
Irrigation Well Permit Fee (Renewal)	per occurrence	\$50.00 years following
Meter Tampering Fee	per occurrence	\$750.00

Section VIII. Reimbursement

Whenever the Town of Alpine incurs costs for work performed or parts supplied in connection with water or sewer facilities located on private property, or in any situation where such work is not the Town's responsibility, the property owner or applicant shall be liable to the Town for reimbursement in an amount equal to the actual costs incurred plus an additional thirty percent (30%).

Section IX. Authority to Amend

The Town Council may update or amend by ordinance.

The Council may also adopt administrative resolutions to adjust specific rates (e.g., bulk water, renter fees, readiness-to-serve) so long as the adjustments are consistent with the framework of this ordinance.

Section X. Civil Penalties

- a) A civil penalty is hereby established for violations of utility procedures, requirements, or regulations as referenced in the most recently adopted Utility Procedure Ordinance or any other applicable Town ordinance.
- b) Unless otherwise specified by ordinance, the civil penalty authorized under this ordinance shall be seven hundred fifty dollars (\$750.00) per day for each day the violation continues.
- c) Each day a violation continues shall constitute a separate and distinct violation for purposes of assessing civil penalties under this ordinance.
- d) Civil penalties established under this ordinance are in addition to any applicable misdemeanor penalties, repair costs, service termination, or other enforcement actions authorized by the Town of Alpine.

Section XI. Collection, Liens, and Enforcement

- (a) All bills are due by the **25th of each month.**
- (b) Late payment, lien, and enforcement provisions remain as previously established in Town of Alpine Billing Procedure Ordinance and shall apply to all rates adopted under this Ordinance.
- (c) Accounts delinquent 60 days or more may be shut off and are subject to lien on the property served.
- (d) The Town may recover attorney's fees and costs for collection actions.

Section XII. Severability

If any portion of this ordinance is held invalid, the remaining provisions shall remain in full force and effect.

Section XIII. Adoption

This ordinance passed and approved on the following dates: