



**TOWN OF ALPINE, WYOMING
RESOLUTION 2026-010**

**A RESOLUTION AUTHORIZING THE ANNUAL DESIGNATION OF AN AUTHORIZED
REPRESENTATIVE TO ATTEND MEETINGS OF THE ALPINE MEADOWS PROPERTY
OWNERS' ASSOCIATION ON BEHALF OF THE TOWN OF ALPINE**

WHEREAS, the Town of Alpine is the owner of **two (2) parcels of real property** located within the Alpine Meadows subdivision; and

WHEREAS, ownership of property within the Alpine Meadows subdivision confers membership in the Alpine Meadows Property Owners Association (“Association”); and

WHEREAS, governing documents of the Alpine Meadows Property Owners Association provide that when a property owner is an entity rather than a natural person, such owner may act through a designated Authorized Representative; and

WHEREAS, As a municipal corporation, the Town of Alpine must act through duly authorized officials or representatives; and

WHEREAS, The Town Council desires to establish a clear, consistent process for the **annual appointment** of an Authorized Representative to attend meetings of the Alpine Meadows Property Owners Association on behalf of the Town.

NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of Alpine, Wyoming, that:

- 1. Authorized Representation.** The Town Council hereby authorizes the designation of an Authorized Representative to act on behalf of the Town of Alpine in matters related to participation in the Alpine Meadows Property Owners Association
- 2. Written Authorization Required.** The Authorized Representative shall be appointed annually by the Mayor and confirmed by the Town Council as part of the Town’s annual appointments resolution, unless otherwise amended by Council action
- 3. Parcels Covered.** The designation of the Authorized Representative shall apply to all parcels owned by the Town of Alpine within the Alpine Meadows subdivision.
- 4. Scope of Authority.** The Authorized Representative is authorized to:
 - a. Attend meetings of the Alpine Meadows Property Owners Association;
 - b. Speak on behalf of the Town regarding matters affecting Town-owned property;
 - c. Receive notices on behalf of the Town; and



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- d. Exercise any membership and voting rights associated with the Town's ownership of property, to the extent permitted by the Association's governing documents and as authorized by the Town Council.
- 5. **Written Designation.** Following annual appointment and confirmation, the designation of the Authorized Representative shall be made in writing and shall identify:
 - a. The Alpine Meadows Property Owners Association;
 - b. The Town-owned parcels to which the designation applies;
 - c. The name and title of the Authorized Representative; and
 - d. The effective term of the appointment.
- 6. **Administration.** The Mayor, Town Clerk, or their designee is authorized to execute and transmit the written designation to the Alpine Meadows Property Owners Association and to take any administrative actions necessary to implement this Resolution
- 7. **Limitations of Authority.** Nothing in this Resolution authorizes the Authorized Representative to bind the Town to contracts, financial obligations, or agreements beyond the scope expressly approved by the Town Council, nor does it authorize service on the Association's Board of Directors unless separately elected or appointed pursuant to the Association's governing documents.
- 8. **Effective Date.** This Resolution shall take effect immediately upon adoption.

PASSED, APPROVED AND ADOPTED this 3rd day of March 2026.

VOTING RECORD:

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



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SIGNED:

Eric Green, Mayor of Alpine

ATTEST:

Monica L. Chenault, Town Clerk/Treasurer