

*The Town of*  
***Star Valley Ranch, Wyoming***

TOWN MEETING MINUTES

**FINAL**

February 12, 2013

Present: Boyd Siddoway, Mayor  
Kent Harker, Councilman  
George "Al" Redlin, Councilman  
Edwin Koch, Councilman  
Kathleen Buyers, Councilman

**Call to Order, Roll Call of Councilmen, and Statement of Quorum:** The eighty-seventh regular monthly meeting of the Town of Star Valley Ranch Town Council was held February 12, 2013 at Town Hall. Mayor Siddoway called the meeting to order at 7:00 pm, and with all five councilmen in attendance in person, declared the existence of a quorum. Also present was Town Administrator Gregg Wilkes and Town Clerk Bauer. Town Attorney Spencer Allred arrived during our Reallocation of Funds.

**Pledge of Allegiance:** Mayor Siddoway led the recitation of *The Pledge of Allegiance*

**Special Guest:** Mayor Siddoway welcomed all that attended

**Adopt the Agenda:**

**Councilman Redlin made a motion to approve the agenda as written. Councilman Koch seconded the motion. The motion carried unanimously.**

**Adopt the Consent Agenda:**

**Councilman Redlin made a motion to approve the consent agenda as written. Councilman Buyers seconded the motion. The motion carried unanimously.**

**Consent Agenda Items:**

Copies of the latest Town Council Meeting as well as archived agendas and minutes from all previous Town Meetings and other public hearings may be found at the Town Hall during regular business hours or on the Town's website at [www.starvalleyranchwy.org](http://www.starvalleyranchwy.org) .

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**Correspondence:** The Town has all correspondence on file and if anyone would like to review the correspondence, please contact the Town Clerk. This month's correspondence:

- Letter from Town of Opal
- WAM – WAM-JPIC Health Insurance Board Elections
- County Commissioners Minutes January 8<sup>th</sup>
- Chamber of Commerce – Chamber Banquet Recipients
- At the Capital Day 2

- WAM Heads Up
- At the Capital Day 3
- At the Capital Day 4
- WAM – Quarterly Distribution of Severance
- WAM – Quarterly Distribution of Mineral Royalties Tax
- WARWS – Consumer Confidence Report
- At the Capital Day 5
- At the Capital Day 6
- County Commissioners Meeting for Jan 22<sup>nd</sup> Canceled
- Chamber of Commerce – New Chamber Member
- Chamber of Commerce – Ribbon Cutting
- WARWS – Class Schedule
- At the Capital - Day 8
- WAM – Legislative Information How to Participate
- WAM – Heads Up
- At the Capital - Day 9
- At the Capital – Day 10
- At the Capital – Day 11
- Chamber of Commerce – Business Banquet
- State of Wyoming – Address to the Sixty-Second Legislature and the people of the State of Wyoming
- Thayne Senior Center – Newsletter
- At the Capital – Day 12
- DWS Warns of Unemployment Insurance Phishing Scam
- Free Virtual Small Business Workshops
- At the Capital - Day 13

- WAM – Legislative Action Alert
- You're invited to a FREE Pipeline Safety Emergency response program.
- Dept. of Revenue – Notice of intent to adopt rules and regulations
- WAM – Heads Up
- At the Capital – Day 14
- At the Capital – Day 15
- At the Capital – Day 16
- Chamber of Commerce – Chamber Banquet
- Grant Writing Flier
- Chamber of Commerce – LSR Thrift Store
- Chamber of Commerce – Silver Star accepting Caring for Community donation applications
- Lincoln County Commissioners Agenda
- At the Capital – Day 18
- At the Capital - Day 19
- At the Capital – Day 20
- Let's Move Cities, Towns and Counties – Opportunity for Healthier Communities in Wyoming
- CDBG Available Funding and Timeline
- At the Capital – Day 21
- Lincoln County Commissioners Meeting Minutes
- At the Capital – Day 22
- WAM-JPIC/Health Insurance Board Elections
- Wyoming State Forestry Division

**Website/Newsletter**

Website Status:    [www.starvalleyranchwy.org](http://www.starvalleyranchwy.org)

	January	December
Unique Visitors	428	495
Page Views	2,769	3,022
Average Pages Viewed per Visitor	3.29	3.17
Average Visit Duration	2:30	10:33
Total Hits	841	952

Town Bulletin #30 – February 2013

(Please go the Town’s website: [www.starvalleyranchwy.org](http://www.starvalleyranchwy.org) to view the entire Bulletin.

[Go to Town News and then click on Town Bulletins.](#))

Town Bulletin #30 was sent out with the February water bills, and covered the following Town news articles: Please DO NOT Feed the Animals, Cold Temperatures, Cars – Garbage Cans – Etc, Natural Resource Board, Board and Committee Openings, Water Rates & Star Valley Ranch Association Corner.

**Approve Accounts Payable and Payroll Disbursements:** If anyone wants to know more detail about the accounts payable, they are more than welcome to visit the **Town Hall** and review a copy of the report.

**Activities Participated in**

1. Lincoln County Economic Development Meeting – January 10<sup>th</sup>
2. WAM Winter Workshop – Cheyenne – January 30<sup>th</sup> to February 1<sup>st</sup>

**Special Municipal Officer Report:**

During January, the SMO issued eleven written warnings, eight verbal warnings, and seventeen water shut off notices. One regular citation (PP-13-0001), charging two separate violations, was also issued. Refer to the Enforcement Actions and Activities Log below for further details.

January 2013 SMO Enforcement Actions / Activities

DATE	VIOLATION	LOCATION	ACTION TAKEN
1/3/13	Failure to pay water bill	Choke Cherry	Issued water shut off notice
1/3/13	Failure to pay water bill	Mahogany	Issued water shut off notice
1/3/13	Failure to pay water bill	Brushwood	Issued water shut off notice
1/3/13	Failure to pay water bill	Hillside Way	Issued water shut off notice

1/3/13	Failure to pay water bill	Snow Forest	Issued water shut off notice
1/4/13	Failure to maintain dog on own property	Holly Dr.	Issued written warning – dog is licensed.
1/6/13	Sledding/ snowboarding on roadway – creating traffic hazard	Vista West	Issued verbal warning to two pre- teens
1/6/13	Sledding on roadway – potential traffic hazard	Vista West	Issued verbal warning to two male adults
1/7/13	Parking on road right of way	Aztec	Issued written warning
1/8/13	Parking on road right of way	Vista Dr.	Issued written warning
1/8/13	Property on road right of way (refuse container)	Custer	Issued verbal warning
1/9/13	Property on road right of way (refuse container)	Dogwood	Issued written warning
1/11/13	Property on road right of way (refuse container) impeding snow removal	West St.	Issued written warning
1/11/13	Property on road right of way (refuse container) impeding snow removal	Ponderosa	Issued written warning
1/11/13	Property on road right of way (refuse container) impeding snow removal	Mahogany	Issued written warning
1/11/13	Snow removal contractor parking on road right of way	Hardman	Issued verbal warning
1/14/13	Property on road right of way (refuse container)	Vista Dr.	Issued verbal warning
11/14/13	Property on road right of way (refuse container)	Bonneville	Issued written warning
1/17/13	Parking trailer on road right of way	Aspen Way	Issued written warning
1/22/13	Walking unleashed dog	Choke Cherry	Issued verbal warning. Dog

			was licensed
1/23/13	Property on road right of way (overturned, overflowing refuse container)	Tumbleweed	Issued verbal warning
1/24/13	Snow Removal Contractor Parking on Roadway	Hardman	Issued written warning
1/25/13	Failure to pay water bill	Aspen Way	Issued water shut off notice
1/25/13	Failure to pay water bill	Aspen Way	Issued water shut off notice
1/25/13	Failure to pay water bill	Mahogany Way	Issued water shut off notice
1/25/13	Failure to pay water bill	Bramble Berry Dr.	Issued water shut off notice
1/25/13	Failure to pay water bill	Brushwood Dr.	Issued water shut off notice
1/25/13	Failure to pay water bill	Tumbleweed Lane	Issued water shut off notice
1/25/13	Failure to pay water bill	Lilac Dr.	Issued water shut off notice
1/25/13	Failure to pay water bill	Redwood Circle	Issued water shut off notice
1/25/13	Failure to pay water bill	Green Canyon Dr.	Issued water shut off notice
1/25/13	Failure to pay water bill	Alpine Way	Issued water shut off notice
1/25/13	Failure to pay water bill	Muddy String Rd.	Issued water shut off notice
1/25/13	Failure to pay water bill	Aspen Way outside of Town limits	Issued water shut off notice
1/28/13	Parking in unauthorized location	Emergency Response Center	Issued written warning – located owner and had him move.
1/30/13	Failure to maintain dog on own property	Aspen Way	Issued Citation PP-13-0001 – Court date 2/12/13
1/30/13	Maintaining dog that is or has the propensity to be vicious.	Aspen Way	Issued Citation PP-13-0001 – Court date 2/12/13

## **Municipal Court Report**

No arraignments or hearings were held during the month of January 2013.

## **Lincoln County Sheriff's Report**

<b>Coverage Items</b>	<b>Avg</b>	<b>Jan</b>	<b>Feb</b>	<b>March</b>	<b>April</b>	<b>May</b>	<b>June</b>	<b>July</b>	<b>Aug</b>	<b>Sep</b>	<b>Oct</b>	<b>Nov</b>	<b>Dec</b>	<b>Total</b>
CFS/Law Incidents	10.0	10												
Special Patrol	39.0	39												
Warnings	0.0	0												
Citation	0.0	0												
Abandoned 911	0.0	0												
Abandoned														
Vehicle	0.0	0												
Agency Assist	0.0	0												
Animal Problem	0.0	0												
Assault	0.0	0												
Auto Accident	0.0	0												
Burglary	0.0	0												
Child Abuse	0.0	0												
Citizen Assist	1.0	1												
Citizen Dispute	0.0	0												
Civil														
Execution/Paper	0.0	0												
Controlled														
Substance	0.0	0												
Disorderly Conduct	0.0	0												
Domestic Violence	0.0	0												
Drugs	0.0	0												
DUI	0.0	0												
Fraud	0.0	0												
Harassing	1.0	1												
Juvenile Problem	1.0	1												
Keep the Peace	0.0	0												
Lost /Found														
Property	1.0	1												
Lost/Found Animal	0.0	0												
Medical	2.0	2												
Missing Persons	0.0													
Motorist Assist														
Other	2.0	2												
Suspicious	0.0	0												
Theft	0.0	0												
Threatening	0.0	0												
Traffic	1.0	1												

Trespass	0.0	0
Utility Problem	0.0	0
Vandalism	0.0	0
Vin Inspection	1.0	1
Welfare Check	0.0	0

## **Board Reports**

### **Natural Resource Board**

Arbor Day will again be on the first Saturday in June. June 8<sup>th</sup> at 10 a.m. in Fox Run Park. The Town is once again accepting donations for the Arbor Day Tree Planning Fund and we will continue to add trees to the park.

We've made the decision to pass on the Wyoming Division of Forestry matching tree planting grants for 2013. Will look at putting a project together for 2014. This project will require \$3,000 minimum to be matched by the state.

Still looking to fill one vacancy on the Natural Resource Board.

### **P&Z Report**

The P & Z Board is down by one member; our alternate, Dick Johnson, resigned in December for personal reasons. We are sorry to see him go, a replacement is needed.

One year ago January, we began a project known as Community Plan Overlay Zone we continue working on this project, jumping through necessary hoops. Pleased to report that the Plan will be presented to the Lincoln County P & Z Commission for review at their meeting February 27, 2013.

Several subjects have been researched for possible ordinance these include: personal utilities, abatement, household pets.

### **Town Economic Development**

#### Town Website

- TED has taken the responsibility for writing sections of the website that are blank, submitting photographs when needed and supporting Brenda with any additional information she may need to keep the website up to date.
- Some tabs on the website are not necessary and other need to be added. TED has also asked each board to submit updates to Brenda including agendas and minutes in a timely manner. TED has also asked boards to submit bio's on each member and contact information.

### **PRIOR BUSINESS:**

None



**NEW BUSINESS:****Star Valley Ranch Real Estate Statistical Update**

Star Valley Ranch  
Real Estate Sales\*

	<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>
# of Sales	25	30	36	50
Average Price / Sale	264,212	218,826	163,461	184,736
Price / Square Foot	\$117	\$96	\$83	\$83
<u>Non-Foreclosure Sales</u>		21	21	30
Regular Price			Last Year =	208,376
Regular Price / s f				\$96.00
<u># of Foreclosures</u>	1	9	15	20
Foreclosure Price			Last Year =	149,275
Foreclosure Price/sf				\$64.00

**Home Sales**

	<u>2011</u>	<u>2012</u>
Under 100,000	2	6
101,000 to 150,000	16	14
151,000 to 200,000	13	13
201,000 to 250,000	2	9
251,000 to 300,000	2	4
Over 300,000	<u>1</u>	<u>4</u>
Total Sold	36	50

Average Price in 2012 = \$184,736

**38 Homes on the market as of January 30, 2013**

**Vacant Lot Sales**

	<u>2012</u>
Average Price = \$19,286	15

**57 Lots on the market as of January 30, 2013**

\* Information provide by Teton Board of Realtors  
Courtesy of THE MANNING TEAM

**Proclamation of Gratitude**

**Proclamation of Gratitude**

**Carol J. Warren**

**Whereas**, the Town of Star Valley wishes to acknowledge and recognize Councilman Carol J. Warren as being twice elected to the Star Valley Ranch Town Council,

**Whereas**, the Town has benefited from the participation and input provided by Councilman Warren while she assisted the Town as the Communication Coordinator and promoting the Town's image,

**Whereas**, the Town has benefited from Councilman Warren's Service as a WAM Community and Economic Development Committee Member for two years,

**Whereas**, the Town benefited from Councilman Warren's involvement and leadership with Grant Writing classes and the coordination of Project funding,

**Whereas**, the Town created the Natural Resource Board. Under Councilman Warren's motivation, leadership, tenaciousness and guidance as Chairman of the Natural Resource Board, Star Valley Ranch became Wyoming's 45<sup>th</sup> Tree City USA, She served as its Chairman through December 2012.

**Whereas**, the Town of Star Valley Ranch desires to formally recognize Councilman Carol J. Warren for her service during her tenure as Councilman, serving from January 2007 through December 2011,

**Now therefore**, we, the Town Council and the Mayor of the Town of Star Valley Ranch, Wyoming, do hereby proclaim the Town's sincere and honest gratitude to Councilman Carol J. Warren,

**In Witness whereof**, we have hereunto set our hands this Twelfth Day of February, in the year of our Lord Two Thousand and Thirteen

**Resolution 13-02-12-001 Town Overlay**

***Resolution No. 13-02-12-001***

RESOLUTION For the Town of Star Valley Ranch confirming its support of The Star Valley Ranch Community Plan

WHEREAS this work was undertaken to maintain the quality of life and property values within the plan area and

WHEREAS the Town of Star Valley Ranch Town Council believes the development of the Star Valley Ranch Community Plan would help the aforementioned and

WHEREAS a survey was mailed to 2886 plan area residents to solicit their comments on the draft Goals and Objectives as well as to select those Land Uses that should be allowed, not allowed or allowed with some restrictions and

WHEREAS a properly advertised public hearing was held on December 5, 2012 to explain the plan and to hear and accept public comment and

NOW THEREFORE, BE IT RESOLVED, the Town of Star Valley Ranch does hereby support the Star Valley Ranch Community Plan

**Councilman Redlin made a motion to approve the Resolution confirming support for the Star Valley Ranch Community Plan. Councilman Koch seconded the motion. The motion carried unanimously**

**Beautification Committee**

**Councilman Koch made a motion to approve the creation of a Town Beautification committee as a subcommittee of the Town's Natural Resources Board. Councilman Redlin seconded the motion. The motion carried unanimously**

**Appointment of Representative for Beautification Committee**

**Councilman Koch made a motion to approve the appointment of JC Colley as the Town Natural Resource Board representative on the NRB's new Town's Beautification Committee. Councilman Buyers seconded the motion. The motion carried unanimously**

**Natural Resource Board Members Extensions**

**Councilman Koch made a motion to approve the term extension of the following Town Natural Resources Board individuals: JC Colley – February 8, 2013 to June 30, 2014; Gregg Greenhoe – February 3, 2015 to June 30, 2015; John Specht – February 8, 2014 to June 30, 2015. Councilman Redlin seconded the motion. The motion carried unanimously**

**Appointment of Natural Resource Board Chairman**

**Councilman Koch made a motion to approve the appointment of Greg Greenhoe as Chairman of the Town Natural Resource Board. Councilman Redlin seconded the motion. The motion carried unanimously**

**Reallocation of Fund**

**Encumbered Objectives**

**General "Guide Lines" for Encumbering Funds**

1. Unencumbered Funds

- a. Uses Are Normal (small) Operational, Periodic Expenses
- b. Anticipated Renewable Funding

2. Encumbered Funds

- a. Reserve is Long Term or Future Planned Project (NOT in the current or upcoming Budget)
  - 1. Created by a "Resolution"
  - 2. Usually of significant size or importance
  - 3. Requires Certificate of Deposit, Rolling CD or Equivalent

b. Committed is Short Term Planned Project  
 (Usually in the current, biennial, fiscal periods)

1. Created by a "Resolution"
2. Memo Notation Only - Cash remains in checking account,  
 but is separated for reporting

3. Discretion and Consensus Will Prevail in Conflicting Situations

**Encumbered Guide Lines**

Encumbering Worksheet - Objective		
		Workshop:
<u>STAR VALLEY RANCH</u>	<u>1/31/2013</u>	<u>Planned</u>
General Funds	\$1,039,727	\$374,727
Water Funds	<u>\$279,128</u>	<u>\$224,128</u>
Total Unencumbered Funds	\$1,318,855	\$598,855
General Funds	\$500,000	\$990,000
Water Funds	<u>\$752,500</u>	<u>\$982,500</u>
Total Encumbered Funds	\$1,252,500	\$1,972,500
Total Town Funds	<u>\$2,571,355</u>	<u>\$2,571,355</u>
% Encumbered of the Total	48.7%	76.7%

Encumbering Worksheet - General Fund

\$75,000 x 3 =  
\$225,000

<u>Encumbered Funds</u>	<u>1/31/2013</u>	<u>Planned</u>
Town Complex - Reserve (CD)	\$500,000	\$625,000
DoC Grant Match - Committed (2013/14)		\$50,000
DoC Grant Short-fall - Committed (2013/14)		\$70,000
Master Plan Update - Committed (2014/15)		\$30,000
Road Equipment - Committed (Future)		\$75,000
Vista <sup>3</sup> Roads Rehab - committed(CBG=\$160K)		\$140,000
<b>Total Encumbered Funds</b>	<b>\$500,000</b>	<b>\$990,000</b>
-		
<u>Unencumbered Funds</u>	<u>1/31/2013</u>	<u>Planned</u>
Certificates of Deposit		\$100,000
Rolling CD	\$313,120	\$13,120
to: Water Department - Plastic Pipe Res		-\$175,000
to: Town Complex - Reserve		-\$125,000
Checking Balance 12/31	\$726,607	\$726,607
to: DOC Grant Match		-\$50,000
to: DOC Grant Short-fall		-\$70,000
to: Master Plan Update		-\$30,000
to: Road Equipment		-\$75,000
to: Vista <sup>3</sup> Roads		-\$140,000
to: Unencumbered CD		-\$100,000
Adjusted Checking Balance	<u>\$726,607</u>	<u>\$261,607</u>
<b>Total Unencumbered Funds</b>	<b>\$1,039,727</b>	<b>\$374,727</b>
	Delta	-\$175,000
<b>Total General Funds</b>	<b>\$1,539,727</b>	<b>\$1,364,727</b>

Encumbering Worksheet - Water Fund

\$40,000 x 3 =  
\$120,000

<u>Encumbered Funds</u>	<u>1/31/2013</u>	<u>Planned</u>
Water Sinking - Reserve (CD)	\$500,000	\$500,000
Well #1 Rehab - Reserve (CD)	\$150,000	\$150,000
Loan Repayment Reserve - (Rolling CD)	\$102,500	\$102,500
Plastic Pipe Study - I - Committed (2013/14)		\$175,000
Water Equipment - Committed (Future)		\$55,000
Plastic Pipe Study - II - (\$125,000)		<u>\$0</u>
<b>Total Encumbered Funds</b>	<b>\$752,500</b>	<b>\$982,500</b>
<u>Unencumbered Funds</u>	<u>1/31/2013</u>	<u>Planned</u>
Certificates of Deposit	\$100,000	\$100,000
Checking Balance 12/31	\$179,128	\$179,128
from: Town General Fund		\$175,000
to: Plastic Pipe Study - I		-\$175,000
to: Water Equipment		-\$55,000
Adjusted Checking Balance	<u>\$179,128</u>	<u>\$124,128</u>
<b>Total Unencumbered Funds</b>	<b>\$279,128</b>	<b>\$224,128</b>
	Delta	\$175,000
<b>Total Water Funds</b>	<b>\$1,031,628</b>	<b>\$1,206,628</b>

**Resolution 13-02-12-002 \$125,000 for the Town Complex**  
***Resolution No. 13-02-12-002***

RESOLUTION for the Town of Star Valley Ranch to approve adding an additional \$125,000 to the Town Complex Reserve Account.

WHEREAS, the Town currently has a desire to set aside funds to meet the needs of our community's future improvements.

WHEREAS, the Town currently has the available funds to meet some of our known obligations, needs and requirements coming up in future fiscal years.

NOW THEREFORE, BE IT RESOLVED, the Town of Star Valley Ranch does hereby:

1. Authorize the Town's Clerk and Treasurer to;
  - a. Add an additional \$125,000 to the current \$500,000 in the Town Complex Reserve.
  - b. Restrict the withdrawal of funds for the specific purpose as set forth in this resolution.
  - c. Changes to any of these restrictions are by Council Resolution only.

**Resolution 13-02-12-003 \$50,000 for the DoC Grant Match**  
***Resolution No. 13-02-12-003***

RESOLUTION for the Town of Star Valley Ranch to approve the creation of a Special Account to encumber funds in the General Fund for the Department of Commerce Grant's Match of \$50,000.

WHEREAS, the Town currently has a desire to set aside funds to meet the needs of our community's future improvements.

WHEREAS, the Town currently has the available funds to meet some of our known obligations, needs and requirements coming up in future fiscal years.

NOW THEREFORE, BE IT RESOLVED, the Town of Star Valley Ranch does hereby:

1. Establish a Special Account, "Department of Commerce Grant's Match" in the Town's General Fund for the stated amount.
2. Authorize the Town's Clerk and Treasurer to;
  - a. Establish an account for the purpose of acknowledging, accounting and reporting said funds.
  - b. Restrict the withdrawal of funds for the specific purpose as set forth in this resolution.
  - c. Changes to any of these restrictions are by Council Resolution only.

**Resolution 13-02-12-004 \$70,000 for the DoC Grant Short Fall**  
***Resolution No. 13-02-12-004***

RESOLUTION for the Town of Star Valley Ranch to approve the creation of a Special Account to encumber funds in the General Fund for the Department of Commerce Grant's Shortfall of \$70,000.

WHEREAS, the Town currently has a desire to set aside funds to meet the needs of our community's future improvements.

WHEREAS, the Town currently has the available funds to meet some of our known obligations, needs and requirements coming up in future fiscal years.

NOW THEREFORE, BE IT RESOLVED, the Town of Star Valley Ranch does hereby:

1. Establish a Special Account, "Department of Commerce Grant's Shortfall" in the Town's General Fund for the stated amount.
2. Authorize the Town's Clerk and Treasurer to;
  - a. Establish an account for the purpose of acknowledging, accounting and reporting said funds.
  - b. Restrict the withdrawal of funds for the specific purpose as set forth in this resolution.
  - c. Changes to any of these restrictions are by Council Resolution only.

**Resolution 13-02-12-005 \$30,000 for the Town's Master Plan**  
***Resolution No. 13-02-12-005***

RESOLUTION for the Town of Star Valley Ranch to approve the creation of a Special Account to encumber funds in the General Fund for the Town's Master Plan Update of \$30,000.

WHEREAS, the Town currently has a desire to set aside funds to meet the needs of our community's future improvements.

WHEREAS, the Town currently has the available funds to meet some of our known obligations, needs and requirements coming up in future fiscal years.

NOW THEREFORE, BE IT RESOLVED, the Town of Star Valley Ranch does hereby:

1. Establish a Special Account, "Town's Master Plan Update" in the Town's General Fund for the stated amount.
2. Authorize the Town's Clerk and Treasurer to;
  - a. Establish an account for the purpose of acknowledging, accounting and reporting said funds.



- b. Restrict the withdrawal of funds for the specific purpose as set forth in this resolution.
- c. Changes to any of these restrictions are by Council Resolution only.

**Resolution 13-02-12-006 \$55,000 for Replacement of Capital Equipment**

***Resolution No. 13-02-12-006***

RESOLUTION for the Town of Star Valley Ranch to approve the creation of a Special Account to encumber \$55,000 in the General Fund for the replacement of Capital Equipment.

WHEREAS, the Town currently has a desire to set aside funds to meet the needs of our community's future improvements.

WHEREAS, the Town currently has the available funds to meet some of our known obligations, needs and requirements coming up in future fiscal years.

NOW THEREFORE, BE IT RESOLVED, the Town of Star Valley Ranch does hereby:

1. Establish a Special Account, "Capital Equipment" in the Town's General Fund for the stated amount.
2. Authorize the Town's Clerk and Treasurer to;
  - a. Establish an account for the purpose of acknowledging, accounting and reporting said funds.
  - b. Restrict the withdrawal of funds for the specific purpose as set forth in this resolution.
  - c. Changes to any of these restrictions are by Council Resolution only.

**Resolution 13-02-12-007 \$140,000 for the Road Rehabilitation**

***Resolution No. 13-02-12-007***

RESOLUTION for the Town of Star Valley Ranch to approve the creation of a Special Account to encumber funds in the General Fund for the Road's Rehabilitation of \$140,000.

WHEREAS, the Town currently has a desire to set aside funds to meet the needs of our community's future improvements.

WHEREAS, the Town currently has the available funds to meet some of our known obligations, needs and requirements coming up in future fiscal years.

NOW THEREFORE, BE IT RESOLVED, the Town of Star Valley Ranch does hereby:

1. Establish a Special Account, "Road's Rehabilitation" in the Town's General Fund for the stated amount.
2. Authorize the Town's Clerk and Treasurer to;

- a. Establish an account for the purpose of acknowledging, accounting and reporting said funds.
- b. Restrict the withdrawal of funds for the specific purpose as set forth in this resolution.
- c. Changes to any of these restrictions are by Council Resolution only.

**Resolution 13-02-12-008 \$175,000 from the Town's General Fund to the Water Dept**  
***Resolution No. 13-02-12-008***

RESOLUTION for the Town of Star Valley Ranch to approve the donation to the Town's Water Department \$175,000 to pay for the first half of the culinary Plastic Pipe Study.

WHEREAS, the Town currently has a desire to set aside funds to meet the needs of our community's future improvements.

WHEREAS, the Town currently has the available funds to meet some of our known obligations, needs and requirements coming up in future fiscal years.

NOW THEREFORE, BE IT RESOLVED, the Town of Star Valley Ranch does hereby authorize the Town's Clerk and Treasurer to transfer \$175,000 from the Town's General Account to the Town's Water Department.

**Resolution 13-02-12-009 \$175,000 for the Plastic Pipe Study**  
***Resolution No. 13-02-12-009***

RESOLUTION for the Town of Star Valley Ranch to approve the creation of a Special Account to encumber funds in the Water Department for the first half of the culinary Plastic Pipe Study of \$175,000.

WHEREAS, the Town currently has a desire to set aside funds to meet the needs of our community's future improvements.

WHEREAS, the Town currently has the available funds to meet some of our known obligations, needs and requirements coming up in future fiscal years.

NOW THEREFORE, BE IT RESOLVED, the Town of Star Valley Ranch does hereby:

1. Establish a Special Account, "Plastic Pipe Study - I" in the Town's Water Department for the stated amount.
2. Authorize the Town's Clerk and Treasurer to;

- a. Establish an account for the purpose of acknowledging, accounting and reporting said funds.
- b. Restrict the withdrawal of funds for the specific purpose as set forth in this resolution.
- c. Changes to any of these restrictions are by Council Resolution only.

**Resolution 13-02-12-010 \$55,000 for the Replacement of Water Department's Capital Equipment**  
***Resolution No. 13-02-12-010***

RESOLUTION for the Town of Star Valley Ranch to approve the creation of a Special Account to encumber \$55,000 in the Water Department for the replacement of Capital Equipment.

WHEREAS, the Town currently has a desire to set aside funds to meet the needs of our community's future improvements.

WHEREAS, the Town currently has the available funds to meet some of our known obligations, needs and requirements coming up in future fiscal years.

NOW THEREFORE, BE IT RESOLVED, the Town of Star Valley Ranch does hereby:

1. Establish a Special Account, "Capital Equipment" in the Town's Water Department for the stated amount.
2. Authorize the Town's Clerk and Treasurer to;
  - a. Establish an account for the purpose of acknowledging, accounting and reporting said funds.
  - b. Restrict the withdrawal of funds for the specific purpose as set forth in this resolution.
  - c. Changes to any of these restrictions are by Council Resolution only.

**Carolyn Siddoway** asked for clarification as Resolution 13-02-12-006 says \$55,000 and the motion says \$75,000. **Mayor Siddoway** asked for the motion to be corrected to match the resolution.

**Councilman Harker made a motion to approve the following Resolutions for the transfer of funds from a "general unencumbered status" to an "encumbered status": 1. Resolution 13-02-12-002 \$125,000 for the Town Complex, 2 – Resolution 13-02-12-003 \$50,000 for the Department of Commerce's Grant Match, 3 – Resolution 13-02-12-004 \$70,000 for the Department of Commerce's Grant Shortfall, 4 – Resolution 13-02-005 \$30,000 for the Town's Master Plan, 5 – Resolution 13-02-12-006 \$55,000 for Replacement of Capital Equipment, 6 – Resolution 13-02-12-007 \$140,000 for the Road Rehabilitation; 7 – Resolution 13-02-12-008 \$175,000 from the Town's General Fund to the Water Department, 8 – Resolution 13-02-12-009 \$175,000 for the**

**Plastic Pipe Study, 9 – Resolution 13-02-12-010 \$55,000 for Replacement of Water Department’s Capital Equipment. In addition, authorize the Town’s Treasurer and Town Clerk to create the proper documents and establish the necessary accounts to reflect the intent of each Resolution. Councilman Buyers seconded the motion. The motion carried unanimously**

**Committee Reports**

**Water Report**

During the last month the crew:

Adjusted valves as needed to maintain pressure.

Performed testing as required.

Thawed a frozen waterline

Built records storage room in public works building

Cleaned and painted in the public works building

**Road Report**

During the past month, the road crew worked on the following projects:

Plowed snow several times

Pushed back berms to widen roads

Built records storage room in public works building

Cleaned and painted in the public works building

Repaired and maintained equipment

**Grant Reports**

**DoC Surface Water, Road & E.D. Studies Grant**

Activity: Department of Commerce (DoC)  
Surface Water, Road & E.D. Studies Grant

Reporting: Mayor Siddoway

Other Participants: Council, Better City Consultants, Forsgren Associations

Place & Time: February 12, 2013 Project to-date

Description: The Town has prepared two individual “Requests for Proposals”, one for the valley wide Economic Development Study and one for the combined Surface Water and Road Study.

These RFPs have been sent to the DoC for their final review prior to advertising.

Assessment: We believe these studies will be an integral part of our “Master Plan” and will be used as a guide for the improvement and upgrades to our roads and for future flood mitigation.

**WBC Municipal Complex, Phase I**

Activity: WBC Municipal Complex, Phase I

Reporting: Mayor Siddoway

Other Participants: Plan One Architects  
Council and Town Staff

Place & Time: February 12, 2013 Activities to-date

Narrative: The Town is looking at the construction of a Town Hall / Meeting Building on the Northeast corner of Vista Drive and East Vista Drive.

The Town engaged Plan One Architects to assist in the development of a “Needs and Requirements” document.

The cost (\$15,000) was partially (\$3,900) funded by Wyoming Business Council

We have had two community meetings, three Star Valley Independent news articles, two Water Bill newsletter articles as well as e-mails and Town Council discussions.

We plan to have the final report ready and included in our upcoming Water Billing’s Newsletter.

**Financial Reports**

**WBC Municipal Complex, Phase I**

Municipal Complex  
Initial Requirements and Feasibility

<u>DATE</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
	Project Estimate:	\$15,000.00
Dec-12	Grant: Wyoming Business Council	\$3,900.00
	Town Match:	\$11,100.00
	Anticipated Cost:	
Nov-12	Estimate: Plan One	\$15,000.00
	Draws:	
Dec-12	Expenditures - Invoice #1 - Plan One	\$3,852.50
Jan-13	Expenditures - Invoice #2 - Plan One	3,583.72
Feb-13	Expenditures – Invoice #3 - Plan One	3,345.00
	Balance:	\$10,781.22
	Remainder of Funding	\$4,218.78
	Estimated Remaining Costs: Plan One's Study	\$4,218.78

**WWDC Phase III**

Level III WWDC Water Supply Project		
<u>DATE</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
Jun-09	Project Estimate	\$4,995,000.00
	Grant Amount - 67%	3,346,650.00
	Town Match 33%	\$1,648,350.00
	Anticipated Payment (4%-30 Yrs)	\$106,304.16
	Estimated Costs:	
Dec-12	Total Construction Estimate (Bids)	\$3,941,137.07
Dec-12	Engineering	999,000.00
	Total on Project	\$4,940,137.07

Payments Requests:		
8/09 - 6/12	Pay Request #1 through #36	\$4,584,009.85
Nov-12	Pay Request #37	121,416.01
Dec-12	Pay Request #38 (Retainage)	45,928.45
Jan-13	Pay Request #39 (Forsgren Only)	4,620.00
Jan-13	Pay Request #40 (Final Retainage)	24,210.70
Feb-13	Pay Request #41 (Forsgren Only)	6,140.00
Total Payments		\$4,786,325.01
Remainder of WWDC Funding		\$208,674.99
Estimated Remaining Costs:		
Engineering for Project		\$178,042.76

### **SLIB Steel Pipe Phase II**

#### Steel Pipe Replacement Phase II Project

<u>DATE</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
Nov-11	Loan: SLIB	\$2,098,600.00
Jul-12	Grant: 25% Principal Forgiveness	\$524,650.00
	Town Match:	\$1,573,950.00
	Anticipated Payment (0%-20 Years)	\$78,697.50
Anticipated Costs:		
Jun-12	Estimated Cost (Bid)	\$1,294,995.45
Nov-11	Engineering Approved for Project	419,720.00
Sep-12	Change Order - Fire Hydrants & Pipe	69,180.00
Sep-12	Change Order - PRV, Culvert & Extensions	180,722.87
Oct-12	Change Order - Final Quan Adjustments	54,065.14
	Other - Adjustment on Quantities	-7,269.35
	Total Anticipated Cost	\$2,011,414.11
Draws To Date:		
Jul-12	Draft Request #1	\$272,305.96

Aug-12	Draft Request #2	259,055.37
Sep-12	Draft Request #3	266,082.94
Oct-12	Draft Request #4	511,507.57
Nov-12	Draft Request #5	307,010.29
Dec-12	Draft Request #6 (Retainage)	171,501.08
Dec-12	Draft Request #7 (Forsgren Only)	12,333.58
Feb-13	Draft Request #8 (Forsgren Only)	11,099.00
	<b>Total Draws</b>	<b>\$1,810,895.79</b>
	Remainder of SLIB Funding	\$287,704.21
	Estimated Remaining Costs:	
	Estimated Engineering Remaining	\$197,542.17

**Budget Summary**

This is the seventh month of the 2012 - 2013 Budget with 58% of the budget period completed. This is the general status of the Town's Budgets.

**Town of Star Valley Ranch - General Fund  
Operating Budget for 2012 - 2013 / January**

SOURCE OF FUNDS		Monthly Actual	Monthly Budget	YTD Actual	YTD Budget
	Local Revenue	\$28,203	\$ 22,910	\$107,090	\$93,730
	Interest Earned	164	1,160	4,424	8,120
	Licenses & Permits	435	3,520	21,270	25,510
	State Shared Revenue	41,159	69,574	390,002	433,905
	Three-Mil Property Tax	19,397	23,000	95,095	142,500
	Miscellaneous Revenue	294	370	8,471	2,590
<b>Total Source of Funds</b>		<b>89,651</b>	<b>120,534</b>	<b>626,352</b>	<b>706,355</b>
	Additional Funds Req	(41,765)	(49,299)	(119,015)	-48,259
<b>Net Funds Used</b>		<b>\$47,885</b>	<b>\$71,235</b>	<b>\$507,337</b>	<b>\$658,096</b>



USE OF FUNDS	Monthly Actual	Monthly Budget	YTD Actual	YTD Budget
Town Administration	\$13,578	\$22,220	\$104,661	\$178,752
Public Works - Roads	22,322	34,113	272,153	334,298
Executive Overhead	2,132	2,763	15,425	19,341
Municipal Court	100	370	920	3,624
Planning & Zoning Board	2,474	1,821	23,774	20,641
Economic Development	0	450	425	3,225
Natural Resource Board	117	0	3,055	4,325
Legal	553	1,250	4,736	9,750
Fire, EMS, P/S & SMO	6,609	8,248	82,189	84,140
<b>Total Use of Funds</b>	<b>\$47,885</b>	<b>\$71,235</b>	<b>\$507,337</b>	<b>\$658,096</b>

During the month of January in the General Fund, the Town took in \$89,651 in revenue, this was less than budgeted; we expected to receive more in state funding than we received. Expenditures for the month were \$47,885 which again was below what was budgeted and left additional surplus funds for the month of \$41,765. For the first seven months the Town took in \$626,352 of revenue with expenditures of \$507,337 this created an excess of \$119,015 year-to-date; again we are not receiving as much funding as expected but we are spending below what was budgeted.

**Town of Star Valley Ranch - General Fund  
Capital Improvement Budget for 2012 - 2013 / January**

SOURCE OF FUNDS	Monthly Actual	Monthly Budget	YTD Actual	YTD Budget
Grants	\$0	\$0	\$52,410	\$0
Reserves	0	0	0	295,000
From General Fund	0	0	0	0
<b>Total Source of Funds</b>	<b>0</b>	<b>0</b>	<b>52,410</b>	<b>295,000</b>
Additional Funds Required	6,345	0	11,280	0
<b>Net Funds Used</b>	<b>\$6,345</b>	<b>\$0</b>	<b>\$63,690</b>	<b>\$295,000</b>
USE OF FUNDS	Monthly Actual	Monthly Budget	YTD Actual	YTD Budget
Projects:				

BLM Property Public Work Storage Sheds	\$0	\$0	\$0	\$0
	0	0	49,909	0
Other Projects	3,345	0	10,781	60,000
<b>Total Projects</b>	<b>\$3,345</b>	<b>\$0</b>	<b>\$60,690</b>	<b>\$60,000</b>
<b>Equipment</b>				
Public Works Equip	\$0	\$0	\$3,000	\$20,000
1st Response Equip	0	0	0	40,000
Other Capital Projects	0	0	0	0
<b>Total Equipment</b>	<b>\$0</b>	<b>\$0</b>	<b>\$3,000</b>	<b>\$60,000</b>
Contrib to Water Cap				\$175,000
<b>Total Use of Funds</b>	<b>\$3,345</b>	<b>\$0</b>	<b>\$ 63,690</b>	<b>\$295,000</b>

The General Fund Capital Budget had no revenue but expenditures of \$6,345 which is for the planning study of a Town Complex and equipment.

### Town of Star Valley Ranch - Water Operating Budget

#### Operating Water Budget for 2012 - 2013 January

SOURCE OF FUNDS		Monthly Actual	Monthly Budget	YTD Actual	YTD Budget
Operating Fees		\$37,354	\$56,852	\$314,103	\$403,048
5th Cent Sales Tax 25%		15,720	15,720	110,040	110,040
Miscellaneous Revenue		999	270	10,195	1,890
<b>Total Source of Funds</b>		<b>54,074</b>	<b>72,842</b>	<b>434,338</b>	<b>514,978</b>
Additional Funds Required		(27,050)	(36,233)	(81,629)	(189,391)
<b>Net Funds Used</b>		<b>\$27,024</b>	<b>\$36,609</b>	<b>\$352,709</b>	<b>\$325,587</b>
USE OF FUNDS		Monthly Actual	Monthly Budget	YTD Actual	YTD Budget
Administration		\$2,776	\$5,132	\$39,497	\$39,618

Public Works - Water Op	4,560	11,729	80,844	91,605
Water Service Agreem Principal & Interest Paym	27 0	0 0	13,528 60,205	13,400 31,000
Wages & Withholdings	19,661	19,748	158,636	149,964
<b>Total Use of Funds</b>	<b>\$27,024</b>	<b>\$36,609</b>	<b>\$352,709</b>	<b>\$325,587</b>

Total revenue for the month of December was \$54,074 with expenditures of \$27,024 for an excess of funds of \$27,050 in the operating water fund. Year to date the Water Department has received revenue of \$434,338 and expenditures of \$352,709 which gives excess funds of \$81,629 for the year.

**Town of Star Valley Ranch - Capital Water Department Budget  
Capital Improvement Water Budget for 2012 - 2013 / January**

SOURCE OF FUNDS		Monthly Actual	Monthly Budget	YTD Actual	YTD Budget
	Grants & Loans	\$4,620	\$0	\$1,777,426	\$2,473,874
	Contrib from Reserve	0	0	0	0
	Contrib Water Fund	0	0	0	0
<b>Total Source of Funds</b>		<b>4,620</b>	<b>0</b>	<b>1,777,426</b>	<b>2,473,874</b>
	Additional Funds Req	61,040	0	(23,399)	30,000
<b>Net Funds Used</b>		<b>\$65,660</b>	<b>\$0</b>	<b>\$1,754,027</b>	<b>\$2,503,874</b>
USE OF FUNDS		Monthly Actual	Monthly Budget	YTD Actual	YTD Budget
	<b>Projects</b>				
	WWDC Level III Const	54,561	0	322,739	375,274
	Steel Pipe Replace	11,099	0	1,424,187	2,098,600
	Emergency Use	0	0	7,101	0
	<b>Total Projects Costs</b>	<b>\$65,660</b>	<b>\$0</b>	<b>\$1,754,027</b>	<b>\$2,473,874</b>
	<b>Investments</b>				
	Water Dept Sink Fund	-	-	-	\$-
	Water Meter Reserve	0	0	0	0
	<b>Total Investment Costs</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
	<b>Equipment</b>				
	Equip Upgrade/Soft	0	0	0	30,000
	<b>Total Equipment Cost</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$30,000</b>

Total Use of Funds

	\$65,660	\$0	\$1,754,027	\$2,503,874
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There was \$4,620 in revenue in Grants and Loans during January. Expenditures were \$65,660. This resulted in \$61,040 in funds needed to cover these expenses. These expenditures were used for the Level III Water Supply and the Steel Pipe Replacement Projects.

**Budget Summaries for 2012 - 2013 / January**

SOURCE OF FUNDS		Monthly Actual	Monthly Budget	YTD Actual	YTD Budget
<b>Town General Budget</b>					
<b>Sources of Funds</b>					
	Op Source of Funds	\$47,885	\$71,235	\$507,337	\$658,096
	Cap Source of Funds	6,345	0	63,690	295,000
<b>Tot Gen Fund Source</b>		<b>\$54,230</b>	<b>\$71,235</b>	<b>\$571,027</b>	<b>\$953,096</b>
<b>Operating Exp Budget</b>					
	Operating Use of Funds	\$47,885	\$71,235	\$507,337	\$658,096
<b>Capital Invest Budget</b>					
	Capital Use of Funds	6,345	-	63,690	295,000
<b>Total Exp &amp; Invest Net GF Source &amp; Use</b>		<b>\$54,230</b>	<b>\$71,235</b>	<b>\$571,027</b>	<b>\$953,096</b>
<b>Water Depart Budget</b>					
<b>Sources of Funds</b>					
	Oper Source of Funds	\$27,024	\$36,609	\$352,709	\$325,587
	Cap Source of Funds	65,660	-	1,754,027	2,503,874
<b>Total Source of Funds</b>		<b>\$92,684</b>	<b>\$36,609</b>	<b>\$2,106,737</b>	<b>\$2,829,461</b>
<b>Operating Exp Budget</b>					
	Operating Use of Funds	\$27,024	\$36,609	\$352,709	\$325,587
<b>Capital Invest Budget</b>					
	Capital Use of Funds	65,660	-	1,754,027	2,503,874

<b>Total Exps &amp; Invest</b>		<b>\$92,684</b>	<b>\$36,609</b>	<b>\$2,106,737</b>	<b>\$2,829,461</b>
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**Net Water Sources & Uses**

Operating Excess	41,765
Capital Excess	(6,345)
Excess or Short General Fund	\$ 35,420
Operating Excess	27,050
Capital Excess	(61,040)
	\$
Excess Water Fund	(33,991)
Total	\$1,429

For the month of January the Town had excess funds of \$1,429.

The Town's Budget continues to receive less revenue than budgeted but also the Town is spending less than was budgeted; giving the Town an excess of funds.

**Treasurers Report**

Treasurer's Report		As of: 1/31/2013	
<b>GENERAL FUNDS</b>	<b>January-13</b>	<b>December-12</b>	<b>Difference</b>
<u>Encumbered Funds</u>			
Town Complex (CD)	\$500,000.00	\$500,000.00	\$0.00
Future Reserve (CD)	\$0.00	\$0.00	\$0.00
<b>Total Encumbered Funds</b>	<b>\$500,000.00</b>	<b>\$500,000.00</b>	<b>\$0.00</b>
<u>Unencumbered Funds</u>			
Certificates of Deposit	\$0.00	\$0.00	\$0.00
Rolling CD	\$313,120.05	\$313,120.05	\$0.00
Checking	\$726,607.29	\$689,631.39	\$36,975.90
<b>Total Unencumbered Funds</b>	<b>\$1,039,727.34</b>	<b>\$1,002,751.44</b>	<b>\$36,975.90</b>
<b>Total Town Funds</b>	<b>\$1,539,727.34</b>	<b>\$1,502,751.44</b>	<b>\$36,975.90</b>
<b>WATER FUNDS</b>	<b>January-13</b>	<b>December-12</b>	<b>Difference</b>
<u>Encumbered Funds</u>			
Sinking Fund Reserve (CD)	\$500,000.00	\$500,000.00	\$0.00
Well #1 Rehab Reserve (CD)	\$150,000.00	\$150,000.00	\$0.00
Loan Repayment Reserve (RCD)	\$102,500.00	\$50,000.00	\$52,500.00
<b>Total Encumbered Funds</b>	<b>\$752,500.00</b>	<b>\$700,000.00</b>	<b>\$52,500.00</b>

<u>Unencumbered Funds</u>			
Certificates of Deposit	\$100,000.00	\$100,000.00	\$0.00
Rolling CD (Renamed )		\$0.00	\$0.00
Checking	\$179,128.10	\$246,400.63	(\$67,272.53)
Total Unencumbered Funds	\$279,128.10	\$346,400.63	-\$67,272.53
<b>Total Water Funds</b>	<b>\$1,031,628.10</b>	<b>\$1,046,400.63</b>	<b>-\$14,772.53</b>
<b>STAR VALLEY RANCH</b>			
<u>Encumbered Funds</u>	<u>January-13</u>	<u>December-12</u>	<u>Difference</u>
	\$1,252,500.00	\$1,200,000.00	\$52,500.00
<u>Unencumbered Funds</u>	<u>January-13</u>	<u>December-12</u>	<u>Difference</u>
	\$1,318,855.44	\$1,349,152.07	(\$30,296.63)
<b>Grand Totals</b>	<b>\$2,571,355.44</b>	<b>\$2,549,152.07</b>	<b>\$22,203.37</b>

### **Reconciliation Report**

Treasurer's Report	Town	Water
Change in cash during month	36,975.90	(14,772.53)

Reconciling amounts		
(decrease) increase in receivables		2,745.74
decrease (Increase) in payables	(1,555.74)	(21,963.99)
decrease in long-term debt	-	-
Other miscellaneous differences (entered bill /credit in prior billing)		

Budget Summary		
Month's excess (deficit) per budget report	35,420.16	(33,990.78)

### **Water Collections Report**

Month Ending: January 31, 2013	This	%	%
	Month	JAN	DEC
<u>Billing</u>			
Amount Billed	1061	\$37,354.33	\$30,374.55
Outstanding Accounts Receivable	55	\$5,815.37	\$11,002.53
<u>Collection Status</u>			

PAID IN FULL	1006	94.8%	94.4%
1 Month Delinquent	42	4.0%	3.9%
2 Month Delinquent w/ Payment Program	5	0.5%	0.8%
3+ Month Delinquent w/ Payment Program	0	0.0%	0.4%
Disconnected Services:			
Houses	8	0.8%	0.4%
Vacant Lots	0	0.0%	0.1%
Total	1061	100.0%	100.0%
4-ACCTS. DISCONNECTED FOR NON-PAY IN JANUARY 2013--all Vacant/Foreclosures...			

**Upcoming Activities**

1. Presidents Day – Town Hall Closed – February 18<sup>th</sup>
2. Town Council Meeting – March 12<sup>th</sup>

**Councilman Koch** would like to remind everyone that the Town is now accepting donations for the Arbor Day Celebration that will be held on June 8<sup>th</sup>.

**Councilman Harker made a motion to adjourn this meeting. Councilman Redlin seconded the motion. The motion carried unanimously.**

**Adjournment:** 8:10 PM

Respectfully Submitted

Approved

\_\_\_\_\_  
Brenda L Bauer, Town Clerk

\_\_\_\_\_  
Boyd Siddoway, Mayor