Jackson Town Council Workshop

December 17, 2018
3:00 PM
Town Council Chambers

NOTICE: THE VIDEO AND AUDIO FOR THIS MEETING ARE STREAMED TO THE PUBLIC VIA THE INTERNET AND MOBILE DEVICES WITH VIEWS THAT ENCOMPASS ALL AREAS, PARTICIPANTS AND AUDIENCE MEMBERS. PLEASE SILENCE ALL ELECTRONIC DEVICES DURING THE MEETING

I. CALL TO ORDER AND ROLL CALL

II. EMPLOYEE INTRODUCTIONS

A. Connie Avery - Community Service Officer
B. Pablo Vazquez - Teton Valley Commuter Driver

III. PUBLIC HEARINGS, DISCUSSION AND/OR ACTION ITEMS

A. Engineering

1. Construction Management Plan for 112 Center Street Hotel Project (Brian Lenz, Engineer)

B. Planning

1. **Item P18-333**: Development Agreement for Center Street Hotel at 112 Center Street (Paul Anthony, Principal Planner)
2. **Item P17-147**: Golf & Tennis Master Plan (Roby Hurley, Teton County Planner)

IV. MATTERS FROM MAYOR AND COUNCIL

A. Committee Appointments for Approval of Minutes

B. Board and Commission Reports

V. MATTERS FROM TOWN MANAGER

A. Town Manager's Report

VI. CONSENT CALENDAR

A. Meeting Minutes
   1. December 3, 2018 regular meeting
   2. December 4, 2018 special meeting
   3. December 10, 2018 special meeting

B. Disbursements

C. Municipal Court Report for November 2018

D. Temporary Sign Permit: National Elk Refuge (P18-348)

E. Temporary Sign Permit for Teton Sports & Spine Imaging (P18-358)

F. Special Event: Skijoring

Please note that at any point during the meeting, the Mayor and Council may change the order of items listed on this agenda. In order to ensure that you are present at the time your item of interest is discussed, please join the meeting at the beginning to hear any changes to the schedule or agenda.

G. Temporary Staffing Issues

H. Request for Additional Connection to Wilson Sewer District System

I. Bid 19-05 Purchase of an All-Electric Sedan for Public Works Sewer Division

J. Bid 19-09 Purchase of a Roll-Off Water Tanker for Public Works Streets Division

K. Bid 19-10 Purchase of a Half-Ton 4x4 PickUp for Public Works Water Division

L. Leases for Three Gillig High-Floor Motor Coaches for START

VII. PROPOSED ITEMS FOR FUTURE WORKSHOPS

A. 1/14-15 Council Retreat
   1/22 East Hansen Sidewalk Design (Brian Lenz, 30 Minutes)
   1/22 Boardwalk District Discussion (Johnny Ziem, 30 Minutes)
   1/22 Stormwater Overview (Floren Poliseo, 30 Minutes)
   1/22 Liquor Code Updates (Sandy Birdyshaw, 30 Minutes)

VIII. ADJOURN

Please note that at any point during the meeting, the Mayor and Council may change the order of items listed on this agenda. In order to ensure that you are present at the time your item of interest is discussed, please join the meeting at the beginning to hear any changes to the schedule or agenda.

TOWN OF JACKSON
TOWN COUNCIL
AGENDA DOCUMENTATION

PREPARATION DATE: December 13, 2018
MEETING DATE: December 17, 2018

SUBMITTING DEPARTMENT: Public Works/Engineering
DEPARTMENT DIRECTOR: Floren Poliseo
PRESENTER: Brian Lenz, P.E.

SUBJECT: Construction Management Plan for 112 Center Street Hotel Project (Private Development)

STATEMENT/PURPOSE

The purpose of this item is to discuss the anticipated impacts to the public right-of-way and adjacent properties and businesses associated with demolition of an existing building and construction of a new commercial building located on the properties at 112 Center Street and 165 E. Deloney (the existing downtown Wells Fargo and drive thru), between Center Street and North King Street.

BACKGROUND/ALTERNATIVES

Conditional Use and Basic Use Permits as well as an alley vacation were approved for the subject property and commercial building in March 2018. The proposed project is a new 100 room, four diamond hotel known as the Center Street Project. The Development Agreement for the project is being presented with this plan and addresses the roles of the Developer and Town with regards to the various aspects of the development their costs, ownership, maintenance etc... The demolition, grading (site and utilities), and building permits are being prepared for submittal by the applicant.

Crystal Creek Capital and GE Johnson Construction Company (in coordination with Nelson Engineering) contacted the Town of Jackson Engineering Department most recently in November 2018 to discuss a plan for construction staging and phasing of the proposed development. During this meeting, Crystal Creek Capital and GE Johnson Construction were made aware of the Town of Jackson Municipal Code limitations on use of the public right-of-way within the downtown core as well as the need for an approved construction staging and phasing plan as stated in Title 12, Chapter 12.08, Section 12.08.040 and 045 respectively. Subsequent to this meeting, GE Johnson Construction (in collaboration with Nelson Engineering) provided to the Town Engineering Department for review, a site plan showing location of temporary covered sidewalk, construction fencing locations, job office and dumpster locations, staging yard location, construction narrative, and anticipated project schedule. See attached Construction Management plan documents.

The owner/applicant plans to install protections and prepare the site for construction by erecting required covered sidewalk protection along the property's sidewalk frontage of East Deloney Avenue and redirect foot traffic to the west side of Center Street by installing a mid-block crosswalk in Center Street. Additionally, the owner/applicant will place construction fence around the property boundaries. The parking lane of 112 Center Street is proposed to be fenced with screening fence on jersey barriers to allow for a delivery area in the parking lane on the east side of Center Street. A gate will be installed on the property frontage to North King Street. A fenced construction staging area containing the construction office and material storage will be located on 185 East Deloney Avenue, the northwest portion of the East Deloney Parking Lot.

The owner applicant proposes a total construction time of approximately two years between March 2019 through winter 2021. Demolition activities are expected to occur between March 2019 and April 2019, followed by excavation work to relocate utilities between April 2019 through May 2019. Once complete, excavation and above grade work will occur for new proposed commercial building from summer 2019 through winter 2021.

Building construction, requiring a tower crane, will occur from summer 2019 through winter 2021. Material deliveries will be lifted off of trailers parked within the fenced parking lane of the property's Center Street frontage. Public Right-of-Way (Encroachment) Permits would be required to be approved by TOJ staff for any requested or anticipated use of the road and public right-of-way above and beyond construction vehicle circulation and the material or loading drop-off zone not included in the attached construction management plant.

The Town of Jackson Engineering Department is requiring that the owner/applicant contact all properties on the block bounded by East Deloney Avenue, East Gill Avenue, Center Street, and North King Street which utilize the alleyway, in addition to neighboring businesses/properties south and west of the project as well the JH Playhouse ("Shootout" host), to provide information as to the project schedule, collect contact information for future notifications, and expected impacts that construction of the 112 Center Street site will have on the alleyway and street/pedestrian frontage prior to the issuance of any demolition or construction permits.

DISCUSSION

Public Impact:

Through discussion with the Developer they have considered the location of the property near the Town Square and their intent is to minimize their impact. Existing access to properties on the "Wells Fargo" Alley will be cut off during construction and the Developer has coordinated with the Town to utilize the north portion of the Town owned 174 King lot to provide public access to the alley entities that remain after this construction. As proposed with the Development Agreement. Just how this access would impact the 174 N. King development is not known, but if constructed correctly may provide the subbase and base for their parking and access area. The Developer has coordinated with Town's 174 N. King developer but has made their plan to proceed even in the event the 174 N. King project does not go through. The Fire Marshall has been contacted but has not formally responded to this proposal.

Site Logistics:

The applicant has indicated work hours of 7AM to 5PM on weekdays, with limited weekend work between 7 and 5. The Town typically allows work between 7AM and 7PM, which is more consistent with work we have seen on other projects.

Temporary Facilities and Staging:

Applicant has made arrangements with Wells Fargo to use the west end of the East Deloney Parking Lot that is across King Street from the project. Staff supports this proposal as it minimizes several of the trips required for the construction. However, it does eliminate 24 additional parking spaces from the down town parking program. See the Financial section for more discussion on parking spaces.

We recommend bonding for the Town owned improvements on the proposed staging area of the Wells Fargo Lot. Additionally, the Developer has indicated they would consider other configurations that may use portions of the Town parking if that made more sense and was allowed.

Construction Parking:

Applicant has made arrangements with Wells Fargo to use the west end of the East Deloney Parking Lot that is across King Street from the project. Staff supports this proposal as it minimizes several of the trips required for the construction. However, it does eliminate 24 additional parking spaces from the down town parking program. See the Financial section for more discussion on parking spaces.

The impact of the additional contractors parking and impacts have been discussed with the Developer. Since the parking lots and some side streets are not time restricted the Town does not have an enforcement mechanism to restrict the parking we are recommending that the contractor be required to make their contractors park outside of the town parking lots. Similar to Town Hill Lofts where the contractor was able to keep their contractors from parking in the public lot to the east of the staging area.

ATTACHMENTS

- Crystal Creek Capital and GE Johnson Construction Company's Construction Staging & Site Logistics Plan with narrative, Site Plans, Staging Plan, anticipated Construction Schedule, and proposed ROW (parking lane) monthly rental fee.
- Staff Review Comments

FISCAL IMPACT

Regarding use of the Town's right-of-way for purposes of utilizing the Center Street parking spaces and placing the required sidewalk hoarding protection along East Deloney Avenue frontage, staff feels charging the the Town of Jackson Municipal Code, 12.08.060 – Permit Fees, of $50/space/day for occupying of a time restricted parking space is severe given that the project once complete will generate revenue for the Town and may be cost prohibitive to the proposed accelerated construction schedule. The applicant has proposed utilizing 15 spaces, staff is proposing that an additional space on the west side of Center street where the midblock crosswalk also be blocked off to facilitate safe crossings be included. Table 1 below summarizes the fee as proposed by the Developer, per the Municipal Code, and an Area based fee for consideration. Given the location of the Center Street project near the town square, versus the Town Hill Lofts project located at 680. S Cache a higher fee is reasonable. The proposed fee is set as guidance for a scale that is easy to modify, and staff is seeking council input on how the spaces are valued for such a long duration.

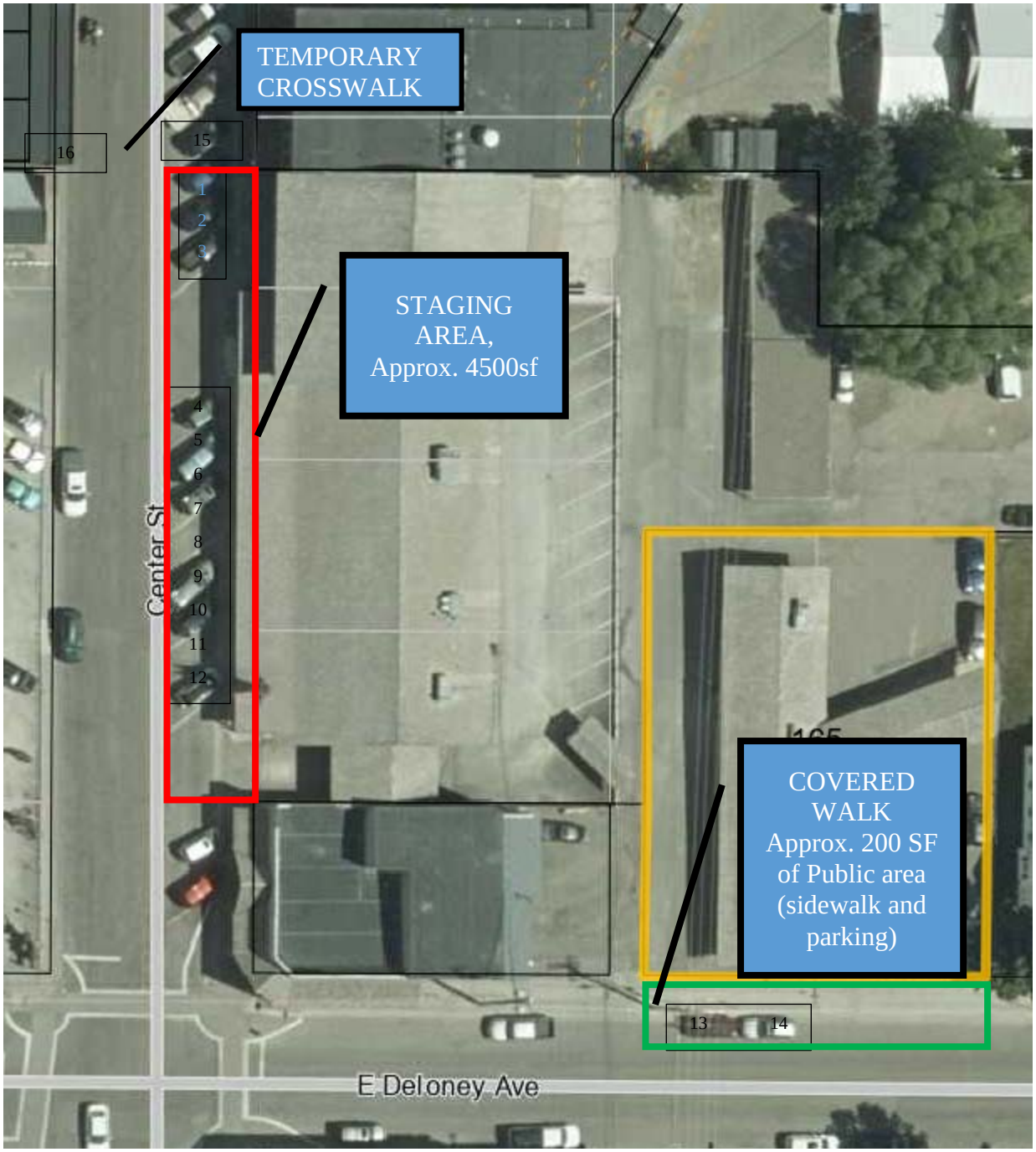
As part of the project proposal the Developer would be interested in providing some cost share or shift to other areas of the project, like additional costs for burying utilities, or improvements to the public access on 174 N. King.

	DEVELOPER	TOWN Municipal Code	AREA BASED - Reference
Units	15 Spaces	16	6500 +/- SF
Cost	24 Months @ $3000/Month	730 Days@ $50/space/day	24 Months @ $1.00/SF/Month SF
Total Cost	$72,000 @ $3000/Month	$584,000	$156,000

TABLE 1 – Encroachment Fee Cost Comparison

For reference, the fee for the 680 S. Cache Development was $3,000/Month for approximately 8500 SF, or $0.35/SF/month. The area included about 30 parking spaces and the drive aisle. This area was in a public parking lot, seven blocks from downtown, and not subject to time restricted parking.

The fees listed in Table 1 do not include fees associated with road or lane closures, excavation within the right-of-way, sidewalk installation, curb and gutter installation, etc., as defined under TOJ Municipal Code 12.08.060. The fee totals are subject to change depending on the actual dates of closure and ROW use.



STAFF IMPACT

5-8 hours per week for right-of-way permitting, inspections, and correspondence

LEGAL REVIEW

The management plan has been reviewed with Legal but formal comments have not been received at this time. Known items to be addressed by Legal include the agreement between the Town and Wells Fargo for the East Deloney Parking Lot, Compatibility with the Development Agreement, use of 174 N. King for a temporary access road and any other leases or use of the property, easement and agreement reviews, and correspondence with the applicant's lawyer.

RECOMMENDATION

At this time Staff is seeking input from the Council regarding the Construction Management plan, its proposed uses of the public rights of way and properties, fees for use of the right of way, and other concerns or inputs. Based on this input Staff will work with the applicant to address any items and finalize the Construction Management Plan in conjunction with the Development Agreement.

Staff recommends that the contractor shall require their subcontractors and employees to not park in either the East Deloney or Home Ranch Lot while working on the project.

The Town Council has three main options to proceed with regarding this discussion item…

Option 1 – Approve of the construction staging and phasing plan as presented and direct the owner/applicant to coordinate with neighboring and adjacent businesses and properties (including the JH Playhouse which hosts the "Shootout") regarding anticipated use of the street frontages for construction related activities and to coordinate with the Town of Jackson for use and occupying of the Public Right-of-Way for placement of the sidewalk hoarding / job site protection and all associated construction permits, fees and bonding required for such work on the fee basis as stated within the TOJ Municipal Code under 12.08.060 - Permit Fees.

Option 2 – Same as Option 1 (above) but allow the owner/applicant to negotiate with Town Council for a reduction in right-of-way usage fees for the anticipated duration of the project.

Option 3 – Other conditions and recommendations as determined by Town Council.

SUGGESTED MOTION

I move to direct the Owner/Applicant and TOJ staff to … (***Option 1***, ***Option2***, or ***Option 3 / Other***).

Synopsis for PowerPoint (120 words max):

Purpose:

The purpose of this item is to discuss the anticipated impacts to the public right-of-way and adjacent properties and businesses associated with demolition of an existing building and construction of a new commercial building located on the properties at 112 Center Street and 165 E. Deloney (the existing downtown Wells Fargo and drive thru), between Center Street and North King Street.

Background:

Conditional Use and Basic Use Permits as well as an alley vacation were approved for the subject property and commercial building in March 2018. The proposed project is a new 100 room, four diamond hotel known as the Center Street Project. The Development Agreement for the project is being presented with this plan and addresses the roles of the Developer and Town with regards to the various aspects of the development their costs, ownership, maintenance etc... The demolition, grading (site and utilities), and building permits are being prepared for submittal by the applicant.

Fiscal Impact:

Pertains to the fees to be collected for the use of the public right-of-way, 16 time restricted parking spaces.

Center Street Project

Construction Staging & Site Logistics Plan

Schedule (24 Month Construction Schedule):

- March – April 2019 Demolition
- April – May 2019 Excavation / Shoring / Utilities
- Summer 2019 – Winter 2021 Above Grade Construction
- Spring – Fall 2020 Sitework

Project Overview:

- The Center Street Project "The Project" consists of a 100 room, four-diamond hotel including a restaurant, retail shops, employee housing and 82 underground parking spaces. The Project will activate an area of the downtown core which has historically been underutilized.

Public Impact:

- This construction logistics plan minimizes the duration of construction while also attempting to minimize impacts to the the shops, visitors, and community. Crystal Creek Capital ("CCC") also recognizes the importance of minimizing impacts during the summer season. During the first summer season, construction activity primarily involves excavation and completion of the building foundation. Summer two (2020) involves the completion of the building systems, exterior siding and hardscape.
  Throughout construction (CCC) will provide a 12' public access drive lane within the existing public vehicular and pedestrian access easement from King Street which has yet to be improved. The original construction schedule was based on a 30-month duration that would have impacted the Town Square for 3 summers. Through the use of the adjacent Center Street parking stalls the schedule has been reduced to 24 months resulting in 2 summers of impact in lieu of 3. In return for the use of 15 parking stalls and sidewalk adjacent to the project for the 24 months of the project, April 1, 2019 – March 31, 2021, CCC has proposed to pay the Town $200/stall/month or $3,000 per month, which amount will be reduced by (a) the actual cost incurred by CCC to improve the access lane noted in the development agreement, and (b) any incrementally increased costs incurred by CCC above and beyond the estimated costs to construct the approved final development plan utility drawings based upon changes to those

drawings requested by the Town (i.e., the Town Alternative Plan additional costs described in the development agreement). The details regarding the utility improvement plan and access are noted within the development agreement.

- To facilitate pedestrian access during construction, CCC will install a mid-block crosswalk on Center Street. This temporary crosswalk will be painted and signed for public crossings along Center Street. A covered walkway will be provided for the duration of the project along Deloney Avenue for public access and safety (see exhibit on page 1 for reference).

Site Logistics:

- **Work Hours:** Standard work hours for project are Monday – Friday 7:00 AM – 5:00 PM with limited work on weekends between 7:00 am – 5:00 PM. Our contractor will also work with the Town officials and their agents in an effort to schedule events that may require special accommodations such as an off-hour request to erect and dismantle a crane, or early morning concrete placements.

- **Temporary Facilities / Staging:** All temporary facilities including construction trailers, trash, recycling, bathrooms, etc will be stored within fenced in areas, on site or on the adjacent parking lot which CCC is in the process of renting from Wells Fargo, (see exhibit). All remaining parking in the TOJ parking lot will be accessible to the public. The Wells Fargo parking lot offers direct access to the site and will mitigate construction traffic on other adjacent roads. The project site and staging area will be fenced with an 8' tall screened fence with jersey barriers adjacent to Center and Deloney Street to limit viewing of construction operations, (see exhibit). A tower crane will be utilized for the project and will follow industry safety standards. At times, the crane boom will extend beyond the project, but all picks and delivery of materials will take place within the construction fence. If material picks are necessary outside of the construction fence the activity will be coordinated with the TOJ and may require a public right of way permit.

- **TOJ Street and Sidewalk Maintenance:** A special truncated dome type tracking pad will be utilized at the site entrance on King Street to minimize tracking of dirt onto neighboring streets. Street sweeping, and cleaning will also be provided when necessary. Snow removal will be coordinated to not impact plowing. Snow removal for the covered walkway along Deloney will be provided and maintained by CCC and contractor.

- **Traffic Control:** The contractor will provide traffic control for the duration of their activities within the public right of way. All utility work in the right of way will require submission of a public right away agreement allowing CCC the ability to coordinate utility installations and minimize their impact. Utility work is scheduled between April and June of 2019, to minimize impact to the town streets during the busy summer months. There will be construction equipment inclusive of forklift travel around the project but will be limited to King and Deloney Streets. Traffic control will be in place when equipment travels in and out of project. Select activities will be coordinated in advance with public right of way permits and a goal of minimizing the time in the right of way.

- **Construction Parking:** Construction workers will be asked to carpool and park in the public parking lots in areas outside of the busy Town Square especially during the summer season.

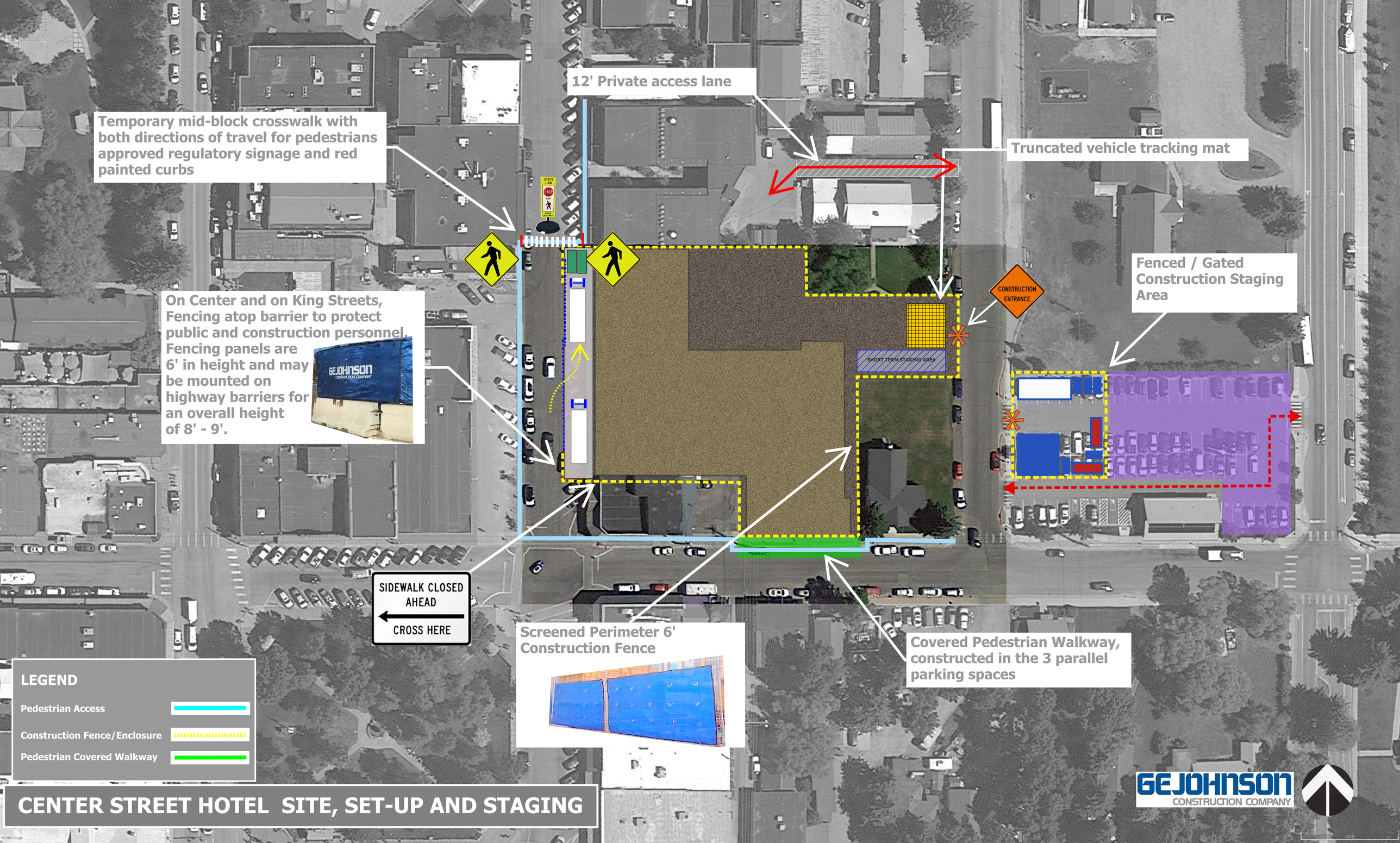
- **Shoring:** The shoring plan is a delegated design that will be finalized prior to construction start. If shoring nails encroach on Town property CCC proposes to pay $170 per nail, double the estimated cost to remove the nail which is the fee paid to the Town for the One Town Hill project (2018).

Neighborhood Information:

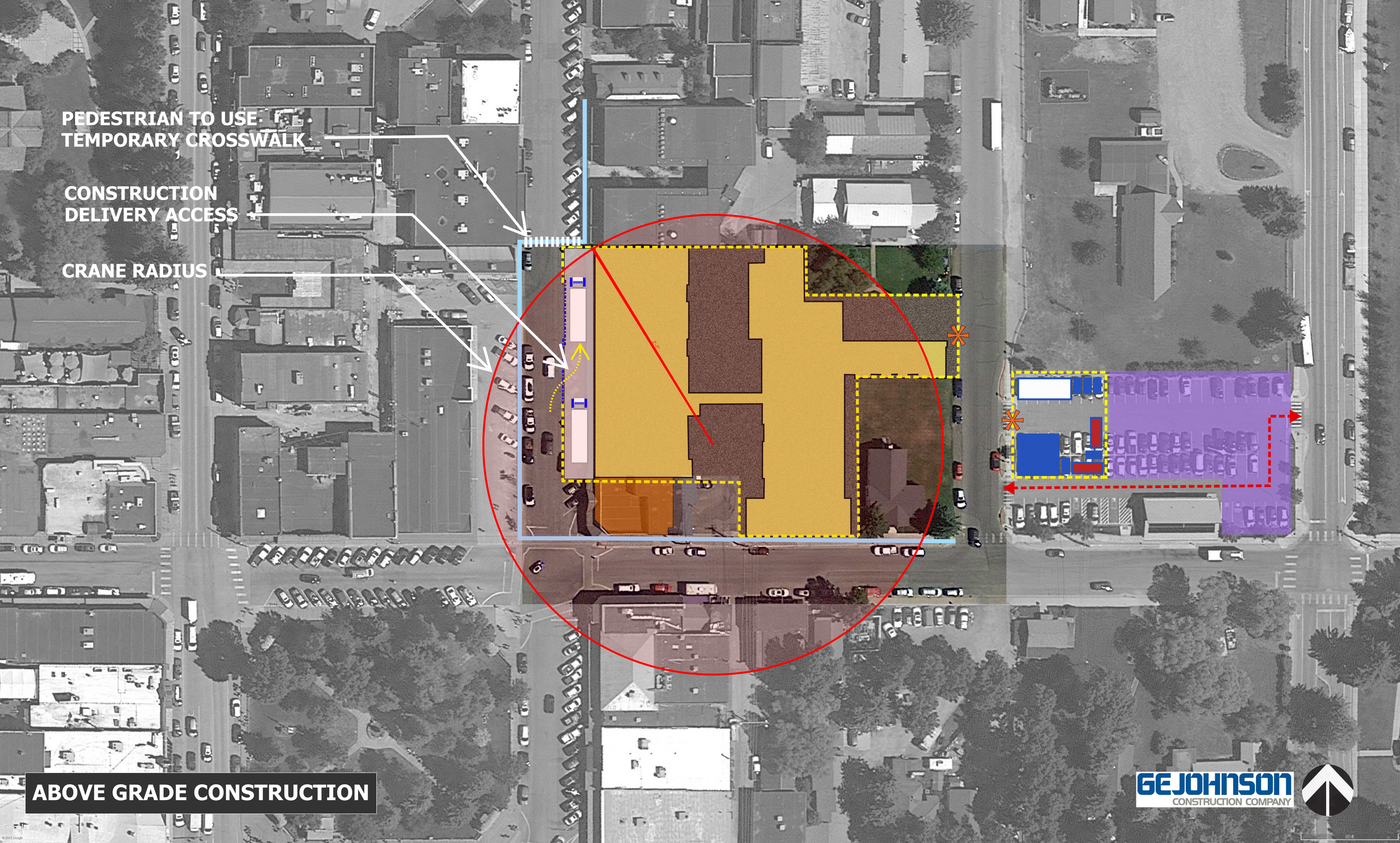
- CCC will meet with neighbors and have a designated person on the contractor team to inform business owners and neighbors of the project schedule and activities in effort to minimize impacts. As CCC receives feedback, we will attempt to incorporate suggestions and specific requests when possible.

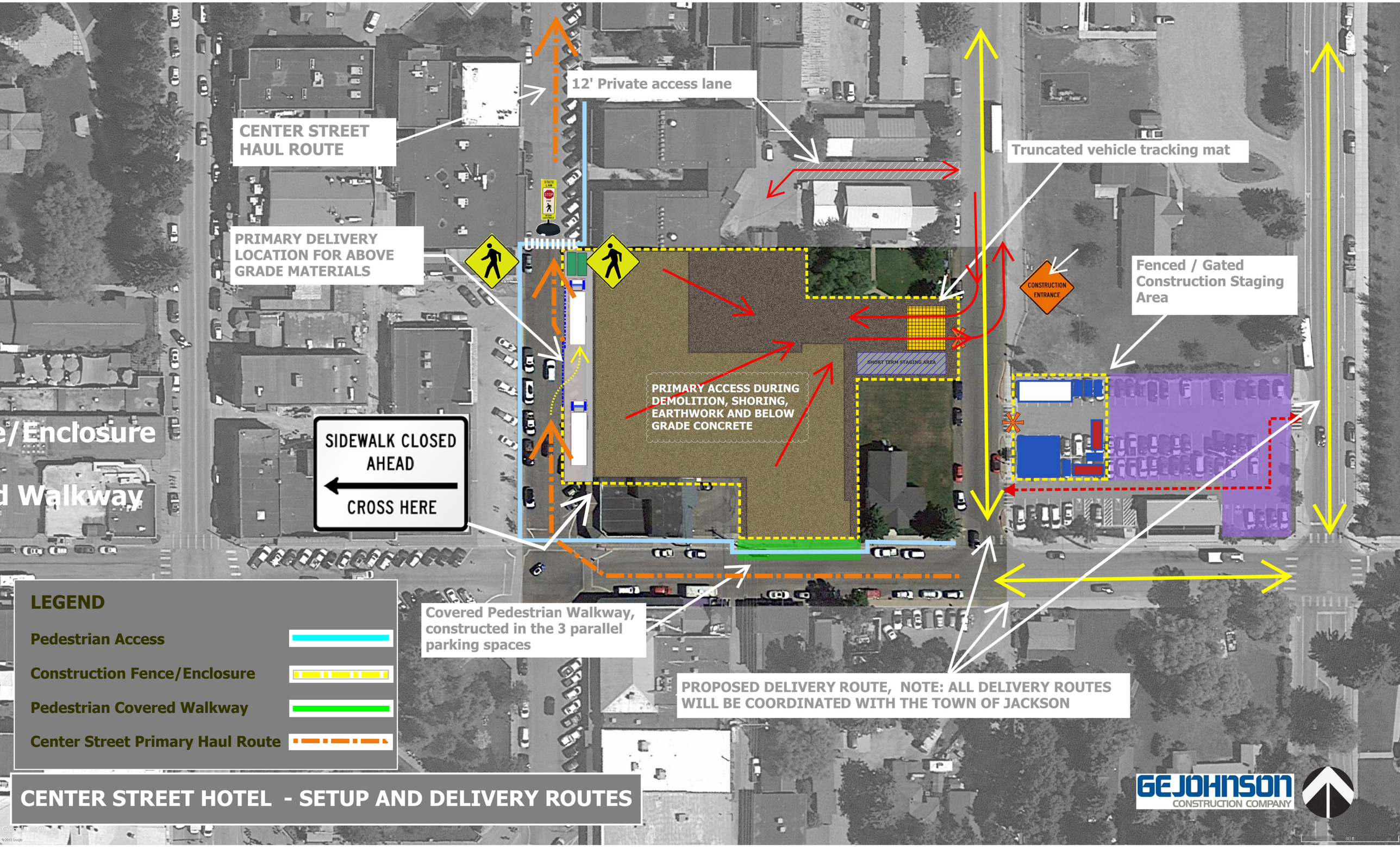
Storm Water Management:

- CCC will insure that our civil design and contractor develop a storm water management plan that meets or exceed the requirements of the City, State and the EPA. We as stewards of our community will aid in protecting our environment and the way of life we all enjoy.



CENTER STREET HOTEL SITE, SET-UP AND STAGING


PEDESTRIAN TO USE
TEMPORARY CROSSWALK
CONSTRUCTION
DELIVERY ACCESS
CRANE RADIUS
ABOVE GRADE CONSTRUCTION
GEJOHNSON
CONSTRUCTION COMPANY



CENTER STREET HOTEL - SETUP AND DELIVERY ROUTES

Brian Lenz

From: Andrew Erskine <aerskine@tetoncountywy.gov>
Sent: Monday, December 10, 2018 8:29 AM
To: Brian Lenz; Larry Pardee; Audrey Cohen-Davis; Paul Anthony; Tyler Sinclair; Todd Smith; Kathy Clay; Darren Brugmann; Brian Schilling
Cc: Tiffany Stolte; Kelly Bowlin; Rachelle Rhodes; Sam Jewison
Subject: Re: 112 Center Street Construction Management Plan (Old Wells Fargo)

Brian,
Only concern from Parks and Rec is the parking of subs/contractors. The plan looks adequate just want to ensure that the Rec Center parking lot doesn't get overflow parking along with HomeRanch and those facilities that already get hammered in the summer. Thanks.

Andy Erskine
Parks Manager, Teton County/Jackson Parks & Recreation Department
300 W Snow King Avenue
PO Box 811
Jackson, WY 83001
Office: 307-732-5793

From: Brian Lenz <btlenz@jacksonwy.gov>
Sent: Friday, December 7, 2018 3:31 PM
To: Larry Pardee; Audrey Cohen-Davis; Paul Anthony; Tyler Sinclair; Todd Smith; Kathy Clay; Darren Brugmann; Brian Schilling; Andrew Erskine
Cc: Tiffany Stolte; Kelly Bowlin; Rachelle Rhodes; Sam Jewison
Subject: RE: 112 Center Street Construction Management Plan (Old Wells Fargo)

Thank you to those that have replied to this short notice request for information.

For those of you that have not, I have set up a Project in TrakIT, P18-355. This is the first project that I have set up so if you see a problem or have an issue let me know and I'll see if Tiffany can fix it.

I look forward to hearing from all of you and have a great weekend.
-Brian

From: Brian Lenz
Sent: Tuesday, December 4, 2018 8:34 AM
To: Larry Pardee <lpardee@jacksonwy.gov>; Audrey Cohen-Davis <acohendavis@jacksonwy.gov>; Paul

Anthony <panthony@jacksonwy.gov>; Tyler Sinclair <tsinclair@jacksonwy.gov>; Todd Smith <tsmith@jacksonwy.gov>; Kathy Clay <kclay@tetoncountywy.gov>; Darren Brugmann <dbrugmann@jacksonwy.gov>; Brian Schilling (bschilling@tetoncountywy.gov) <bschilling@tetoncountywy.gov>; 'Andrew Erskine' <aerskine@tetoncountywy.gov>
Cc: Tiffany Stolte <tstolte@jacksonwy.gov>; Kelly Bowlin <kbowlin@jacksonwy.gov>; Rachelle Rhodes <rrhodes@jacksonwy.gov>; Sam Jewison <sjewison@jacksonwy.gov>
Subject: 112 Center Street Construction Management Plan (Old Wells Fargo)

Ladies and Gentlemen –
Attached is the construction management and staging plan for Crystal Creek Capital's Center Street Project Hotel at the location of the down town Wells Fargo.

- You will notice that there is a significant impact to the downtown area including use of the East Deloney Parking Lot and closing off around 16-20 parking spaces.
- An alternative public access is proposed along the north side of the Town's 174 N. King lot (Children's Museum) with a restricted turnaround area.
- Another consideration is the parking for the subcontractors. While Deloney is a 3 HR parking zone to Willow, the East Deloney Parking lot and other streets are not time restricted. This project is about twice the size of the 680 South Cache project at the base of Snow King. That project typically uses up about 3 blocks of parking for contractors working in the area.
- There will also be lane closures and pedestrian impacts as the sidewalk along center street will be closed.

We are working with the Developer to present this plan to council at the December 17th council meeting, which requires our staff report be in by the 13th, which in turn requires your comments by end of day on the 10th at the latest.
I am working with planning to get a TrakIT number for this and you can enter your comments there.

Please let me know if you have any further questions. Also, let me know if you think there is another person or group that should be reviewing it.

I know that you all are busy and I appreciate any input that you can provide. Let me know if you have any questions.

Thanks,
Brian Lenz, PE
Town of Jackson Engineer
307 739-4547

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From: Darren Brugmann
Sent: Tuesday, December 4, 2018 12:10 PM
To: Brian Lenz; Larry Pardee; Audrey Cohen-Davis; Paul Anthony; Tyler Sinclair; Todd Smith; Kathy Clay; Brian Schilling; Andrew Erskine
Cc: Tiffany Stolte; Kelly Bowlin; Rachelle Rhodes; Sam Jewison; Jeremy Minor
Subject: RE: 112 Center Street Construction Management Plan (Old Wells Fargo)
Attachments: 112 Center Street Construction Management Plan and Narrative.pdf

Brian –

As long as we have continued access to Deloney Stop AND unaltered access to King Street – no impacts to START.

Darren.

From: Brian Lenz
Sent: Tuesday, December 04, 2018 8:34 AM
To: Larry Pardee <lpardee@jacksonwy.gov>; Audrey Cohen-Davis <acohendavis@jacksonwy.gov>; Paul Anthony <panthony@jacksonwy.gov>; Tyler Sinclair <tsinclair@jacksonwy.gov>; Todd Smith <tsmith@jacksonwy.gov>; Kathy Clay <kclay@tetoncountywy.gov>; Darren Brugmann <dbrugmann@jacksonwy.gov>; Brian Schilling <bschilling@tetoncountywy.gov>; Andrew Erskine <aerskine@tetoncountywy.gov>
Cc: Tiffany Stolte <TStolte@jacksonwy.gov>; Kelly Bowlin <kbowlin@jacksonwy.gov>; Rachelle Rhodes <RRhodes@jacksonwy.gov>; Sam Jewison <sjewison@jacksonwy.gov>
Subject: 112 Center Street Construction Management Plan (Old Wells Fargo)

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- There will also be lane closures and pedestrian impacts as the sidewalk along center street will be closed.

We are working with the Developer to present this plan to council at the December 17th council meeting, which requires our staff report be in by the 13th, which in turn requires your comments by end of day on the 10th at the latest.
I am working with planning to get a TrakIT number for this and you can enter your comments there.

Please let me know if you have any further questions. Also, let me know if you think there is another person or group that should be reviewing it.

I know that you all are busy and I appreciate any input that you can provide. Let me know if you have any questions.

Thanks,
Brian Lenz, PE
Town of Jackson Engineer
307 739-4547

From: Todd Smith
Sent: Tuesday, December 4, 2018 1:44 PM
To: Brian Lenz
Subject: RE: 112 Center Street Construction Management Plan (Old Wells Fargo)

Brian,
Impacts that come to mind that this will effect that should be considered:

- Shoot out on the corner all summer long.
- Tour bus parking on King access.
- Pedestrians getting off of bus to use Deloney street bathroom going through construction site.
- Would love to see an offsite location for workers to park, then get them shuttled in and out to prevent spaces being occupied all day long, at least for those that don't require a truck and equipment. They will most likely end up on east Deloney in the residential area, guessing.
- Special events that use Center and Deloney…Should mention to Carl to consider when approving events.

Thanks,
Todd

From: Brian Lenz
Sent: Tuesday, December 04, 2018 8:34 AM
To: Larry Pardee <lpardee@jacksonwy.gov>; Audrey Cohen-Davis <acohendavis@jacksonwy.gov>; Paul Anthony <panthony@jacksonwy.gov>; Tyler Sinclair <tsinclair@jacksonwy.gov>; Todd Smith <tsmith@jacksonwy.gov>; Kathy Clay <kclay@tetoncountywy.gov>; Darren Brugmann <dbrugmann@jacksonwy.gov>; Brian Schilling <bschilling@tetoncountywy.gov>; Andrew Erskine <aerskine@tetoncountywy.gov>
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- You will notice that there is a significant impact to the downtown area including use of the East Deloney Parking Lot and closing off around 16-20 parking spaces.
- An alternative public access is proposed along the north side of the Town's 174 N. King lot (Children's Museum) with a restricted turnaround area.
- Another consideration is the parking for the subcontractors. While Deloney is a 3 HR parking zone to Willow, the East Deloney Parking lot and other streets are not time restricted. This project is about twice the size of the 680 South Cache project at the base of Snow King. That project typically uses up about 3 blocks of parking for contractors working in the area.
- There will also be lane closures and pedestrian impacts as the sidewalk along center street will be closed.

We are working with the Developer to present this plan to council at the December 17th council meeting, which requires our staff report be in by the 13th, which in turn requires your comments by end of day on the 10th at the latest.
I am working with planning to get a TrakIT number for this and you can enter your comments there.

Please let me know if you have any further questions. Also, let me know if you think there is another person or group that should be reviewing it.

I know that you all are busy and I appreciate any input that you can provide. Let me know if you have any questions.

Thanks,
Brian Lenz, PE
Town of Jackson Engineer
307 739-4547

TOWN OF JACKSON
TOWN COUNCIL
AGENDA DOCUMENTATION

PREPARATION DATE: DECEMBER 13, 2017
MEETING DATE: DECEMBER 17, 2017

SUBMITTING DEPARTMENT: PLANNING
DEPARTMENT DIRECTOR: TYLER SINCLAIR
PRESENTER: PAUL ANTHONY

SUBJECT: **ITEM P18-333:** DEVELOPMENT AGREEMENT FOR THE 112 CENTER STREET HOTEL DEVELOPMENT PLAN

APPLICANT/ OWNER: CCC Center Street, LLC

The applicant is requesting approval of a Development Agreement between the Town of Jackson and the Developer (CCC's Center Street, LLC) to meet Condition #5 of the approved Development Plan (P17-213) approved on March 5, 2018.

APPLICABLE REGULATIONS

Section 8.3.2 Development Plan

BACKGROUND

A Development Plan (P17-213) and associated Conditional Use Permit (CUP) and Basic Use Permits (BUP) were approved on March 5, 2018, for a new hotel, commercial space, and employee housing at 112 Center Street. A central component of the hotel project was the concurrent approval (P17-230) on January 18, 2018, by the Town to vacate the existing 10'-wide public alley bisecting the applicant's property. The Development Plan and alley vacation included the requirement that the applicant would provide a new public access easement across the hotel property from North King Street to serve as a de-facto alley and provide public access to the interior of block. A condition of approval of the Development Plan (Condition #5) stated the following:

> *5) Prior to submittal of a building permit, the applicant shall enter into a development agreement with the Town in order to finalize and clarify the responsibilities of the applicant and Town related to the development and maintenance (e.g., snow plowing, etc.) of the access easement.*

The general purpose of the condition was to ensure that the Town and applicant worked out the final details on the costs and responsibilities related to the initial construction and long-term maintenance of the new public easement access on the hotel property, including the location of on-site and off-site utilities related to the access easement.

STAFF ANALYSIS

Consistent with Condition #5 of the Development Plan, the applicant has submitted for Town Council review and approval a proposed development agreement. The relevant Town departments, primarily Legal, Public Works, and Planning, have reviewed the development agreement and have worked closely with the applicant through many revisions to produce the current draft.

In our review, the following two issues received considerable attention:

- Location of relocated utilities: The new location for the relocated utilities (i.e., primarily those currently located in the vacated alley) still needs to be finalized. As of this writing, the draft development agreement provides a few locations for the Council to consider, including options on the 174 N. King property or on Town property on the east side of N. King Street in the recently purchased 17'-wide strip intended to expand the N. King Street ROW.
- Temporary access during construction: Staff wanted to ensure that vehicular access would be maintained to the Hoke and Love properties during construction of the hotel when their current access through the applicant's site would not be available. The general solution provided in the development agreement is that the applicant will pay to create a new temporary access within the Town's 10'-wide access easement across the north side of the 174 N. King property.

Because both of the above issues could significantly impact the potential future affordable housing project on the 174 N. King property, staff and the applicant consulted with the development team of that project, including developer Rick Ross, architect Greg Mason, and the Housing Department. It is staff's understanding that they generally comfortable with the above options and that they can build their intended project without significant modification to accommodate these options.

One other significant issue is that staff asked for some modifications to the exhibits of the development agreement but those have not yet been resubmitted. We anticipate, however, that the updated exhibits will be available by the time of the Monday meeting. Or, if the updated exhibits are submitted in the next day or so, staff will supplement the review packet and get those exhibits to the Council before the meeting.

On a related topic, the Public Works Department and other Town departments have been reviewing the applicant's Construction Management Plan (CMA) for the hotel project. There are portions of the CMA that are closely related to or overlap with the development agreement. The CMA will likely be presented to the Council on Monday as well so the two documents can be reviewed together if necessary (or if the CMA is not ready for review on December 17, staff can still speak to the contents of the draft CMA for the Council's benefit).

STAKEHOLDER ANALYSIS

Stakeholders are the adjacent property owners and the residents of Jackson.

ATTACHMENTS

Development Agreement with CCC's Center Street, LLC.

FISCAL IMPACT

There is no simple estimate of the fiscal impact to the Town if the development agreement is approved as presented. In general, the applicant is paying for all improvements related to the hotel development, however

the Town may incur some costs associated with shared maintenance of the temporary access road on 174 N. King Street and possibly other shared costs associated with new utilities that are need for Town purposes regardless.

STAFF IMPACT

Preparation and review of the Development Agreement.

LEGAL REVIEW

Complete.

RECOMMENDATIONS/ CONDITIONS OF APPROVAL

The Planning Director recommends **approval** of the proposed Development Agreement as presented and once we are able to review the final exhibits.

SUGGESTED MOTION

I move that the Town Council approve Item (P18-333), a development agreement with CCC's Center Street, LLC, as presented (or with any changes provided by the Council).

DEVELOPMENT AGREEMENT

THIS DEVELOPMENT AGREEMENT (the "Agreement") by and between **CCC's Center Street, LLC**, a Wyoming limited liability company whose address is P.O. Box 844, Jackson, Wyoming 83001 (hereinafter referred to as "Developer") and the Town of Jackson, a municipal corporation of the State of Wyoming whose address is P.O. Box 1687, Jackson, Wyoming 83001 (hereinafter referred to as the "Town") provides as follows:

WHEREAS, Developer submitted a Final Development Plan (17-213) (the "Final Development Plan") and applied for a Conditional Use Permit (P17-214) (the "Conditional Use Permit") and Basic Use Permit (P17-215) (the "Basic Use Permit") for The Center Street Project (as defined below), which were approved each with certain conditions of the Town Council on March 5, 2018, for the properties located at 112 Center Street and 165 East Deloney Avenue in Jackson, Wyoming (PIDNs 22-41-16-27-3-15-001 and 22-41-16-27-3-14-002, both as more particularly described on **Exhibit "A"** and together the "Subject Property"), the development of which will be referred to in this Agreement from time to time as either "The Center Street Project" or the "Development"; and

WHEREAS, Developer submitted a Petition to Vacate an Alley (17-230) (the "Alley Vacation") for the 10-foot-wide alley as described and approved by Ordinance 1188 on March 19, 2018 with certain conditions of the Town Council, including establishment of a new public access easement providing: a minimum of a 6855 square foot alternative and improved public vehicular and pedestrian access from King Street; access to the abutting property owners; relocation of the buried telephone lines owned by the Wyoming Gas Company located in a portion of the Alley; public vehicular and pedestrian access to public facilities; public access and Town access to use the new public access easement from King Street for loading and/or deliveries, fire, utility and/or other purposes; and fulfillment of any and all additional representations, warranties and promises set forth in the Alley Vacation and the Final Development Plan for The Center Street Project; and

WHEREAS, Condition 5 of the approved Final Development Plan provides that prior to submittal of an application for a building permit, the Developer shall enter into a Development Agreement in order to finalize and clarify the responsibilities of the Developer and Town related to the development and maintenance (e.g., Snow Plowing, etc.) of the area subject to the new public access easement; and

WHEREAS, the Town of Jackson and Developer desire to enter into this Agreement to memorialize their understanding regarding the bonding and construction of certain improvements associated with The Center Street Project and maintenance of the new public access easement.

NOW, THEREFORE, IT IS HEREBY AGREED that for and in consideration of the aforesaid premises and the sum of Ten Dollars ($10.00) and other good and valuable consideration the receipt and sufficiency of which is hereby acknowledged, paid by each of the said parties to the other, Developer, on its own behalf and as a binding obligation of any successor in interest or assign of the property included within the Development, and the Town do mutually covenant and agree as follows:

1. DEVELOPER TO COMPLY

Developer shall comply with all improvement requirements contained in Section 8.2.11 of the Town of Jackson Land Development Regulations (pertaining to Performance Bonds and Guarantees), the Final Development Plan approved by the Town Council on March 5, 2018 and development improvement plans and specifications retained on file in the offices of the Town Engineer and the Planning Director, and the requirements of the Town Planning and Zoning Commission and Town Council for this Development.

2. DEVELOPMENT PLAN REQUIREMENTS INCORPORATED

The requirements of the Town Council, as set forth in its approval of the Final Development Plan, Conditional Use Permit, Basic Use Permit, and Alley Vacation are hereby incorporated herein by reference as though fully set forth herein. Development and use of all land within the Development is limited to that permitted by the Land Development Regulations of the Town of Jackson, as they may be amended from time to time and as supplemented or modified by the terms and conditions associated with approval of the Final Development Plan, Conditional Use Permit, Basic Use Permit, and Alley Vacation.

3. APPROVED DEVELOPMENT INFRASTRUCTURE IMPROVEMENT PLANS AND SPECIFICATIONS INCORPORATED

The Development infrastructure improvement plans and specifications filed by Developer or its agents, as approved by the Town Engineer and maintained on file in the office of the Town Engineer, and any revision of said improvement plans and specifications approved by said Town Engineer, are hereby incorporated herein by reference as though fully set forth herein. All public improvement work required by Developer under this Agreement shall be in accordance with said improvement plans and specifications. A copy of said plans and specifications including revisions shall be kept on-site by the Developer or Developer's contractor.

4. INFRASTRUCTURE

A. CONSTRUCTION STANDARDS

1. The Infrastructure as set forth below shall be constructed in compliance with current Town of Jackson Construction Standards, the Wyoming Department of Environmental Quality (DEQ) Rules and Regulations, Wyoming Public Works Standards and Specifications, and the approved plans and specifications as of the date of this Agreement (collectively, the "Center Street Construction Standards"). If construction is not completed according to the schedule set forth in Section 7 below, the Center Street Construction Standards may be revised for good cause in the reasonable discretion of the Town Engineer.

B. ON-SITE INFRASTRUCTURE

1. New On-Site Infrastructure. Generally described as water, sanitary sewer, stormwater sewer, and appurtenances (the "New On-Site Infrastructure") as specifically illustrated on **Exhibit "B"** attached hereto and by this reference incorporated herein, provided by the Developer.

i. Design: The Developer will contract the engineering, designing, and bidding for the New On-Site Infrastructure.
ii. Construction: The Developer will contract the construction of the New On-Site Infrastructure.
iii. Cost: At this time, the estimated costs of said work is $191,460 (the "New On-Site Infrastructure Costs") pursuant to Schedule of Values attached as **Exhibit "C"** hereto.
    1. The design, permitting, construction, and any incidental work needed to complete the New On-Site infrastructure shall be the sole cost of the Developer.
iv. Schedule: As set forth in Section 7 of this Agreement.

2. New Public Access Easement Infrastructure. Generally described as approximately [8000] square feet of roadway, sidewalks, and appurtenances, but specifically excluding the New King Street Buried Infrastructure described below, (the "New Public Access Easement Infrastructure") all as specifically shown on **Exhibit "D"** attached hereto and by this reference incorporated herein, and as modified from the proposed easement described in the Alley Vacation petition to include all areas up to the building that are generally public, all to be provided by the Developer, and pursuant to Schedule of Values on **Exhibit "C"** attached hereto.

i. Design: The Developer will contract the engineering, designing, and bidding for the New Public Access Easement Infrastructure. The Developer shall coordinate with and share documents and design information with adjacent properties to provide for continuity between properties. Nothing in this Agreement shall create or imply any right of owners of adjacent properties, other than the Town of Jackson pursuant to the terms of this Agreement, to approve the design of the New Public Access Easement Infrastructure. The Developer shall provide all instruments, legal descriptions, and maps required for the necessary easements.
ii. Construction: The Developer will contract the construction of the New Public Access Infrastructure.
iii. Cost: At this time, the estimated costs of said work are subsumed and included within the costs of the New On-Site Infrastructure set forth in Section 4.B.1.iii. above (the "New Public Access Easement Infrastructure Costs") and on **Exhibit "C"** attached hereto.
    1. The design, construction, and any incidental work needed to complete the New Public Access Easement Infrastructure shall be the sole cost of the Developer.
    2. Developer shall pay the cost of clearing and grubbing, preparing, and maintaining, the temporary public access, including snow removal, during the period of construction of the hotel, provided, however, that Developer shall be entitled to reimbursement of reasonable maintenance expenses, including costs of snow removal, as may be equitably allocated if the owner or occupant of the property upon which the temporary public access is located utilizes the same in connection with 174 North King project, if developed. The preparation and maintenance shall also involve necessary subsurface materials, compaction, and surface covered with 3/4 inch crushed gravel to provide an all-weather access.
    3. Developer shall also pay the reasonable cost of any reclamation of the temporary public access, which shall mean and include the costs of regrading

Commented [AC1]: The applicant has added this highlighted language A policy decision is required for approval of this language Staff has narrowed this reimbursement to apply to the 174 N King project, if developed as it will need to utilize and/or finish this area for that project The Hoke and Love properties will utilize this alternative public access as they no longer have the alley access to their respective buildings

the area, replacement of topsoil, and reseeding with grasses or similar groundcover consistent with other landscaped areas on the property, provided, however, that if the area in question is being put to a different use upon expiration of the temporary public access, Developer shall pay to Town an amount reasonably estimated to be equal to the foregoing financial obligation.

iv. Schedule: As set forth in Section 7 of this Agreement and in accordance with the conditions of approval set forth in the Alley Vacation, the existing public alley shall not be quitclaimed to the Developer until construction of the New Public Access Easement Infrastructure is completed and approved by the Town, which approval shall not be unreasonably withheld. As such, a temporary public access during the construction must be provided in accordance with an approved construction management plan, the location of such temporary public access being upon and across the existing easement adjacent to the northern lot line of the Town's property commonly identified as 174 North King Street, Town of Jackson, Wyoming (the "Town Property").

v. Ownership: The Developer shall own the New Public Access Easement Infrastructure and shall indemnify and hold Town harmless for all costs (except as specifically provided herein as a Town obligation), damages, design defects, and injuries incurred during construction and shall further release the Town from liability for such damages, design defects and injuries, except to the extent caused by the willful or negligent acts or omissions of the Town or its employees, into perpetuity. The Developer, its successors and assigns as owners of the property included in the Development, shall be solely responsible for the maintenance, snow plowing/removal, repair and replacement of the New Public Access Easement Infrastructure in accordance with the terms of the New Public Access Easement.

The Town agrees to grant necessary easements or permits associated with construction of the improvements for the new alternate access. During construction on 174 N. King project, the Developer agrees to allow access to the 174 N. King Street property from the Development's construction access as mutually agreed to and which access shall not be unreasonably withheld, but which access shall not unreasonably interfere with use of the Development's construction access by the Developer or its contractors. Developer agrees to grant alternative public access through the Development's construction access at times when the temporary public access is not accessible, subject to Developer's regulation of such access in accordance with applicable insurance and safety laws, rules, regulations and guidelines. None of the foregoing rights will entitle the owner, occupant or any developer of the 174 North King property to block or obstruct the construction access, excepting periodic temporary and incidental obstructions or similar short-term blockages associated with routine usage.

C. OFF-SITE INFRASTRUCTURE

a. Streetscapes and Sewer. Generally described as the pedestrian and landscaped areas within the right-of-way bordering the Development and sanitary sewer improvements (intersection of King Street and Deloney Avenue) (the "New Off-Site Infrastructure") as specifically shown

on **Exhibit "B"** attached hereto and by this reference incorporated herein, all to be provided by the Developer.

i. Design: The Developer will contract the engineering, designing, and bidding for the New Off-Site Infrastructure. The Developer shall provide all instruments, legal descriptions and maps required for any necessary easements.

ii. Construction: The Developer will contract the construction of the New Off-Site Infrastructure.

iii. Cost: At this time, the estimated costs of said work is $70,561 (the "New Off-Site Infrastructure Costs") pursuant to Schedule of Values on **Exhibit "C"** attached hereto that shall be paid according to the following:

1. The cost of the New Off-Site Infrastructure shall be the sole cost of the Developer.

iv. Schedule: As set forth in Section 7 of this Agreement.

b. New King Street Buried Cable Utility Infrastructure. Generally described as approximately 1,200 linear feet of buried power, phone, cable, fiber optics, etc. and appurtenances (the "New King Street Buried Infrastructure"). This work is to relocate the existing overhead utilities that run in essentially a north-south direction along the path of the vacated alleyway (collectively, the "Existing Alley Utilities") and generally relocate them within the Town right-of-way along Deloney, King, and Gill streets and properties as shown on **Exhibit "B."**

i. Design: The Developer will contract the engineering, designing, and bidding for the New King Street Buried Infrastructure. The Developer shall provide all instruments, legal descriptions and maps required for the necessary easements.

ii. Construction: The Developer will contract the construction of the New King Street Buried Infrastructure.

iii. Cost: At this time, the estimated costs of said work is $508,451 (the "New King Street Buried Infrastructure Costs") pursuant to Schedule of Values on **Exhibit "C"** attached hereto that shall be shared according to the following allocations:

1. The cost of the New King Street Buried Infrastructure shall be the sole cost of Developer. In the event an adjacent landowner wishes to tie in to the New King Street Buried Infrastructure after the date of this Agreement, Developer will cooperate with such efforts as reasonably necessary and may proceed with the relevant utility regarding reimbursement options.
2. The plans regarding relocation of the Existing Alley Utilities to the New King Street Buried Infrastructure are attached hereto as **Exhibit "C-1"** (the "Utility Relocation Plan").
3. A written letter from each utility to be relocated documenting their approval and estimated cost for relocation shall be provided to the Town.
4. A detailed plan showing the proposed construction and surface appurtenances to scale shall be provided with the Building or Grading Permit for the improvements associated with the New King Street Buried Infrastructure.

a. The Developer shall coordinate the design and underground relocation of existing overhead, subsurface and surface utilities including those associated with the electrical distribution easement of record, Instrument No. 0742465, encumbering the Town Property and located immediately adjacent to the north of the Development to the extent that the new public access easement provides access

required by the Alley Vacation. Town agrees to cooperate in such efforts as reasonably necessary, including the grant of perpetual easement agreements, as appropriate for placement of pedestals and similar utility improvements in connection with such relocation as set forth in **Exhibit "C-1", "C-2" or as determined in section "b" below**. Town also will grant Developer necessary and appropriate temporary construction easements associated with the foregoing activities.

b. The New King Street Buried Infrastructure shall be designed, located and installed based upon one of the following three configurations, as finally agreed to between Town and Developer as prior to the building permit approval:

i. As reflected in the Utility Relocation Plan proposed by Developer attached hereto as **Exhibit "C-1"** and incorporated herein; or

ii. As reflected in an alternative utility relocation plan proposed by the Town and attached hereto as Exhibit **"C-2"** (the "Town Alternative Plan"), *provided, however*, that (a) the Town Alternative Plan shall be subject to Developer's review, approval and consent, and (b) al additional costs of constructing the Center Street Project stemming from adoption of the Town Alternative Plan, whether such costs are associated with completion of the New King Street Buried Infrastructure or other necessary and reasonable modifications to the Center Street Project, in excess of the costs associated with adopting the Developer Alternative Plan shall be borne and paid by the Town, such amounts to be offset against costs of parking stalls and sidewalk use as more specifically set forth in the Construction Staging & Site Logistics Plan.

iii. Schedule: As set forth in Section 7 of this Agreement.

Commented [AC2]: The applicant has requested this subsection ii(b) as it does believe it should be responsible for excess costs associated with burying the power on King Street, as opposed to on 174 N King or where the current utility box exists (which has too many conflicts to proceed) At this juncture the estimated costs are not yet known This is a policy decision for the Town Council if we do not have the cost estimates available prior to the meeting

c. Intentionally Omitted

D. TOWN WATER AND WASTEWATER FEES AND COSTS

a. As set forth in the Town of Jackson Municipal Code, the Town shall assess and the Developer shall pay the Town the costs for capacity fees, fire line fees, and water meter fees at the time of building permit approval. Tapping fees will be assessed at the time of Public Right of Way Permit approval.

b. As set forth in the Town of Jackson Municipal Code, the Town shall assess and the Developer shall pay the Town the costs for wastewater capacity fees at the time of building permit approval.

E. UNDERGROUND ELECTRICAL POWER TELEPHONE CABLE TELEVISION AND GAS FACILITIES

a. All electrical power, telephone communication, cable television, and gas facilities within the Development shall be installed underground to the off-site utility connection points and in accordance with the Center Street Construction Standards, except that above-ground facilities necessary to serve underground facilities, other installation of peripheral overhead electrical transmission and distribution feeder lines, or other installation of either temporary or peripheral overhead communications, distance, trunk, or feeder lines may be allowed. Developer understands and agrees that any and all said facilities that are to be constructed within or under any street improvements shall be in place prior to the construction of the surface street improvements. Developer affirms that the public utility companies, including the cable television company enfranchised by the Town, providing the said services and facilities to and within the Development have been directly consulted by Developer through its officers, agents, or employees and that Developer is informed as to the approximate cost to Developer of the provision and installation of said facilities and services underground and that the requirements for said facilities have been considered in the preparation of the development improvement plans. Except as expressly provided in this Paragraph 4, there will be no public funding or maintenance of said facilities within the Development.

5. ESTIMATED COST OF DEVELOPMENT INFRASTRUCTURE IMPROVEMENTS AND FINANCIAL ASSURANCE

The complete list of improvements and the total cost of improvements required by this Agreement as estimated by a professional engineer licensed in the State of Wyoming (Nelson Engineering PC) on behalf of the Developer or as bid by a contractor, and as approved by the Town Engineer, is attached hereto on Schedule of Values attached as **Exhibit "C"** and by this reference made a part hereof. Developer shall deposit with the Town, on or before the date of issuance of demolition and/or construction permits, an irrevocable letter of credit, or performance and payment bond, or funds in escrow, or some combination of the foregoing, or other equivalent financial assurance or commitment approved by the Town Council. Such financial assurance shall be in the amount of 125% of the estimate approved by the Town Engineer and Planning Director, excluding the costs of the New On-Site Infrastructure (the "Financial Assurance"), and such Financial Assurance shall be released or reduced, as applicable, as portions of work are completed and reasonably approved for release by the Town Engineer per Section 10 below and as provided in Section 8.2.11 of the Town of Jackson Land Development Regulations.

6. REIMBURSEMENT FOR OVERSIZED AND OFF-SITE IMPROVEMENTS.

There are no additional oversized or off-site improvements not already agreed to herein. If there are any identified in the future, such would first need approval by the Town Council for a cost-share agreement agreed to with Developer. Pursuant to Section 7.2.2.A.5 of the Town of Jackson Land Development Regulations, the Town may require installation and construction of utilities, pavement and other land improvements with capacity in excess of the Development's design needs, to assure adequate service to future development areas. Further, if streets or utilities are not available or adequate for services at the boundary of the Development, the Developer may be required to obtain necessary easements and rights-

of-way and construct and pay for any extension necessary to connect the Development thereto. The Developer shall be required to pay only that part of the construction costs for such infrastructure and improvements that is necessitated by and are serving the Development, and shall be reimbursed by the Town for all remaining costs approved by the Town Council for additional oversized or off-site improvements.

A. The reimbursements shall be effected only after such time as the Town accepts the Development's improvements in accordance with Section 11, a written request for reimbursement is submitted to the Town Engineer by the Developer, and the Town Council formally authorizes the reimbursement.

7. CHRONOLOGY OF EVENTS

The Town and Developer agree to complete their obligations set forth in this Agreement in accordance with the following chronology, subject in each instance to adjustment based upon force majeure events beyond either party's reasonable control:

ITEM	DESCRIPTION IN CHRONOLOGICAL ORDER	Complete
	Execution of the Development Agreement	Town approval prior to Building Permit Issuance
	Utility Relocation Plan	Attached to Development Agreement and approved
	Written notice from Utility Providers documenting approval and costs of buried utilities	Prior to Building Permit Issuance
	Construction Management Plan	Town approval prior to Building Permit Issuance
	Developer Payment of Town capacity fees and meter costs	Prior to Building Permit Issuance
	Town Receipt of Financial Assurance	In accordance with Section 5 herein
	Compliance with pre-construction conditions of Development Plan	Prior to Building Permit Issuance
	Permit Issuance (Demo, Grading, Building, PROW, etc.)	Town Building or Public Works Department approval prior to construction
	Insurance Certificate Delivered to the Town	Within five (5) business days prior to commencement of any work associated with demolition or construction of the improvements
	Pre-Construction Meeting	Prior to construction as required by permit condition
	Construction Begins	Within timeframes required by Town LDRs and Building Code
	Performance Testing and Inspection with Reports	Periodically during Construction
	Written request for release of Financial Assurance	As requested

	New Public Access Infrastructure Complete	Prior to recordation of Quitclaim Deed for vacated alley
	New Public Access Easement Complete	Prior to recordation of Quitclaim Deed for vacated alley
	Finalize Quitclaim Deed in connection with Alley Vacation	Prior to Certificate of Occupancy for hotel
	Written Request for Acceptance of Improvements by the Town	See Section 11 for submittals and process
	Acceptance will be final and the infrastructure will be conveyed to the Town upon the recordation of the Bill of Sale, Quitclaim Deed and Easements in the Teton County Clerk's Office	Prior to issuance of Certificate of Occupancy for hotel
	Responsibility to Maintain by Town and Developer	According to this Agreement and subsequent easements
	Warranty Period	One (1) year from Date of Acceptance

Dates and the chronology set forth herein may be amended in writing and signed by both parties in accordance with this Agreement.

No construction of required public or private improvements shall commence until after approval of a Final Development Plan, approval of all design and construction plans and specifications by appropriate agencies, and a preconstruction meeting with the Town.

Prior to construction, the Developer or its engineer and the Developer's Contractor shall schedule a preconstruction meeting with Town Engineering at a mutually agreeable time and location with all parties concerned, including the relevant Town staff, to review the program for the construction work.

8. DEVELOPMENT COORDINATION

Unless specifically provided in this Agreement to the contrary, the contact person representing the Town shall be the Town Engineer (Phone: 307 739-4547 and email: btlenz@jacksonwy.gov).

The contact person representing the Developer shall be Jason Berning, the Owner's Representative (cell: 307-699-3733 and email: jason@crystalcreekcapital.com), who shall have general responsibility for coordinating development of the improvements required herein.

The foregoing contacts and/or contact information may be changed or updated by either the Town or the Developer upon written notice to the other party hereto.

Developer, its contractor, or subcontractors, shall notify the Town Engineer when improvements shall be installed, when testing is to occur, for interpretation of the approved plans and specifications, when material discrepancies are observed, and at any other time deemed necessary in the reasonable judgment of the Developer.

Developer, its contractors and subcontractors, shall conduct their work in accordance with the Center Street Construction Standards, applicable permits, and as directed by Town personnel in compliance with such standards and permits.

9. PERFORMANCE TESTING AND INSPECTION

Developer shall be responsible for obtaining all required Town permitting and abiding by the conditions set forth within same, the provisions of the Land Development Regulations, Jackson Municipal Code and the Center Street Construction Standards. Developer shall be required to complete all construction work and necessary performance tests on installed infrastructure prior to acceptance by the Town, provided that Town shall administer acceptance of such installed infrastructure consistent with the provisions of the Land Development Regulations, Jackson Municipal Code and the Center Street Construction Standards.

Developer shall be required to retain a Town approved, in its reasonable discretion, State of Wyoming licensed engineer to perform and/or monitor all construction and testing required per the Center Street Construction Standards. The Town hereby approves Nelson Engineering to serve in such role. Testing shall include but is not limited to pressure testing, disinfection, water quality testing, leak testing, video inspection, moisture and density compaction testing, concrete testing, amongst other things.

The Developer's engineer shall be responsible for the preparation of daily inspection reports and test results, including when requested and as construction milestones are reached (e.g., pressure testing and the like) as provided for in the Center Street Construction Standards, and such information shall be submitted to the Town Engineer weekly.

Developer shall notify the Town Engineer at least two (2) business days prior to the commencement of any performance test, placement of pavement, or placement of concrete such that a representative of the Town can be present at the test or placement. The Town shall have the right, but not the obligation, to be present at any and all such performance tests and to perform periodic observation of any and all phases of construction.

10. RELEASE OF FINANCIAL ASSURANCE:

As improvements contemplated by this Agreement are completed, the Developer may submit periodic written requests to the Town Engineer for a full or partial release of the Financial Assurance. Upon inspection and approval of the infrastructure applicable to the requested full or partial release of the Financial Assurance, the Town Engineer may authorize the Town Finance Director to release a portion or all of the Financial Assurance, such authorization to be provided within fourteen (14) days of receipt of a complete and accurate request, provided that the amount retained for financial assurance shall not be less than 125% of the remaining cost to complete the improvements as such cost was set forth at the time such Financial Assurance was secured. The Planning Director and/or Town Engineer may, upon reasonable and customary terms and conditions, require that a professional engineer, landscape architect, or other professional licensed or certified to practice in the State of Wyoming certify completion of the improvements applicable to the requested full or partial release of the Financial Assurance.

If the Town Engineer determines that any of the improvements are not constructed in substantial compliance with the Center Street Construction Standards, the Development Plan, and/or further construction may damage completed infrastructure, the Town Engineer shall furnish the Developer a list of specific deficiencies of constructed or partially constructed improvements and shall be entitled to withhold a portion of the requested full or partial release of the Financial Assurance reasonably determined to be sufficient to ensure correction of any deficiencies. Such amounts so withheld shall be released to Developer upon correction of the identified deficiencies in accordance with the terms of this Agreement.

Alternatively, if improvements are not substantially completed in accordance with the chronology set forth in the schedule in Section 7, as the same may be extended or modified as provided therein, and/or there are material continued deficiencies at the substantial completion of constructed or partially constructed work, the Town Engineer shall provide Developer with written notice of such deficiencies and/or remaining construction, as applicable, and Developer shall have thirty (30) days in which to correct such deficiencies or substantially complete such construction, as the case may be. If the identified deficiencies are not corrected, or if the construction is not substantially completed, within such thirty (30) day period, then the Town Engineer may thereafter draw and expend from the Financial Assurance such funds as may be reasonably necessary to construct the improvements and/or correct deficiencies in accordance with the Developer's obligations per Section 1 of this Agreement, and the Developer hereby grants the Town reasonable access to the property for the construction and completion of such work as required to fulfill the Developer's obligations.

Release of the Financial Assurance does not constitute acceptance of the improvement; or certification of compliance with the standards of the Town of Jackson Land Development Regulations, any applicable code, or other requirement; nor is it a release of the responsibility of the Developer.

11. ACCEPTANCE BY THE TOWN:

The Town agrees to accept the improvements only upon acceptable completion of the public and private infrastructure improvements as set forth in Section 4, in accordance with the chronology in Section 7, the satisfactory testing and inspection of said improvements as set forth in Section 9, and the acceptance criteria set forth in this Section 11 of this Agreement.

Prior to acceptance, the Town shall not have any responsibility with respect to any street, utility, or other improvement constructed by Developer, nor shall the Town exercise any control over the improvements until accepted, notwithstanding the use of the same by the public or in the case of an emergency, unless the street or other improvement has been formally accepted by the Town.

Criteria for acceptance by the Town:

A. *Request for acceptance*. Upon completion of the improvements in accordance with the Center Street Construction Standards, the Development Plan, and the chronology in Section 7 of this Agreement, the Developer may request, in writing, acceptance by the Town. The request for

acceptance shall include all outstanding submittals required by this Agreement and the Development Plan for review.

B. *Final inspection*. Upon receipt of a written request for acceptance from the Developer, the Town Engineer, and other appropriate government agencies, within thirty (30) days will conduct a final inspection of the public and private improvements. The Town Engineer will furnish a written list of any deficiencies noted, including a reasonably detailed description of such deficiencies so as to enable Developer to correct the same. The Town Engineer will base the inspection on compliance with the approved Center Street Construction Standards and the Development Plan, as required by the Town of Jackson Land Development Regulations and the Jackson Municipal Code.

C. *Acceptance and Conveyance*. Upon (1) satisfactory completion of all construction and correction of any deficiencies noted in the Final Inspection, (2) compliance with the Center Street Construction Standards, the Development Plan, the schedule in Section 7of this Agreement as amended, and all other standards and procedures set forth in this Agreement, all as certified by a Town approved registered engineer licensed in the State of Wyoming, and (3) approval by the Town Engineer, and other appropriate government agencies, the Developer shall thereafter:

   i. Convey to the Town (and the Town shall accept) the improvements, infrastructure, and associated land via a Bill of Sale and/or Quit Claim Deed, as appropriate, prepared by the Town Attorney, the form of which shall not be unreasonably withheld for approval by Developer; and

   ii. Grant utility easements to the Town on terms and conditions mutually acceptable to Developer and Town in the actual locations of the said utility improvements and infrastructure as located by a final survey thereof.

   Acceptance will be final and the infrastructure will be conveyed to the Town upon the recordation of the Bill of Sale, Quit Claim Deed and Easements in the Teton County Clerk's office by the Town or by the title insurance company insuring title to the Center Street Project, under the direction of the Town, if required by Developer's lender.

D. *Responsibility to maintain*. Upon acceptance by the Town, all responsibility for the improvements shall be assumed by the Town, at its sole cost and expense, except that the Developer or the contractor constructing the improvements, on behalf of the Developer, shall be subject to a one (1) year warranty on the construction of the improvements from the time of acceptance by the Town in accordance with Section 12 of this Agreement.

E. *Submittals*. Prior to the acceptance of any improvements, the following must be submitted to the Town Engineer for approval, in its reasonable judgment:

   i. Legally recorded documents of all easements, or easements to be recorded at acceptance; and

   ii. A certification that, except as hereinafter provided, there are no outstanding judgements, liens, or encumbrances on the improvements and infrastructure

including all appurtenances, and land upon which the public improvements are located, provided that if there is a construction mortgage on the improvements and infrastructure then the Developer will obtain the mortgagee's consent to such transfer and/or subordination agreements with respect to any utility easements related thereto, provided further, that in the event Developer is in good-faith disputing the scope or validity of any liens arising out the work associated with construction of such improvements, Developer shall be permitted to continue such dispute on the condition that it provides the Town with reasonably acceptable security or assurance against loss of such improvements based upon resolution of such dispute, and provided further, that the lien of accrued real property taxes not yet delinquent shall not be deemed to violate this provision, the same remaining Developer's obligation to pay when due following acceptance; and

iii. Field verified by survey record drawings and specifications of the improvements being transferred in accordance with the following:

a. Record drawings shall be submitted electronically in Portable Document Format (PDF) with a corresponding AutoCAD compatible file depicting the improvements and property boundaries, GIS Shape files, and in any other format reasonably deemed suitable by the Town Engineer; and

b. Record drawings shall show all improvements constructed including but not limited to, easements, water valves, fire hydrants, water service locations, storage tanks, pump stations, PRV vaults, sewer service locations, manholes, manhole rim and invert elevations, lift stations, streets, drainage, sidewalks, and any other relevant facilities; and

c. The surveyor, date of survey, coordinate system and datum used for the project shall be noted on the plans. Two permanent benchmarks with coordinates, elevations, and ties to a nearby public lands survey monument; and

d. Each sheet of the plans shall be noted as a RECORD DRAWING; and

e. Certification. A certification by the project engineer shall appear in substantially the form below on the face of the record drawings; and

RECORD PLANS CERTIFICATE:

These record plans were prepared under my direct supervision and control and are an accurate representation of the public improvements shown hereon as they were constructed. The improvements as installed conform to the requirements of the Wyoming Department of Environmental Quality, the Town of Jackson, and other applicable agencies. Where the improvements were constructed in a different manner, form, type, alignment, location, or material than as originally approved, they have been so noted. (Engineer's Signature) (Engineer's Name, Printed) (Date) (Wyoming P.E. No) or signed and dated stamp.

iv. Operation, maintenance, and parts manuals; motor plate information, serial numbers, etc. for all electrical and mechanical equipment included in the improvements, submitted in the quantity and format reasonably deemed suitable by the Town Engineer; and

v. Submittal of all final inspection and testing reports as set forth in the Construction Standards and Section 9 of this Agreement; and

vi. A digital copy of the sewer main video inspections and reports (if applicable); and

vii. A warranty bond as specified in Section 12 of this Agreement; and

viii. Certified statement of the cost of the improvements; and

ix. Copy of the DEQ permit to Construct and Certificate of Completion.

12. WARRANTY

All work and improvements required pursuant to this Agreement and the ordinances of the Town shall be subject to and shall carry a guarantee and warranty for all work and materials for a period of one (1) year from the date of acceptance, which shall be for the benefit of the Town and this obligation shall survive any release of financial assurance by the Town. The guarantee and warranty shall be in a form and amount reasonably acceptable to the Town Engineer.

13. INSURANCE

During the period of construction contemplated by this Agreement, Developer agrees to carry a comprehensive general liability policy with minimum limits of $500,000 for each occurrence and $1,000,000 annual aggregate for bodily injury and $500,000 for each occurrence and $1,000,000 annual aggregate for property damage or a combined single limit policy with minimum limits of $1,000,000 for each occurrence and $2,000,000 annual aggregate which includes coverage for manufacturer and contractors, independent contractors, products, completed operations, and personal injury. Developer also agrees to name the Town as an additional named insured in all respects on the policy, and a certificate of insurance covering these items shall be filed with the Town Engineer within five (5) business days prior to commencement of any work associated with construction of the improvements.

14. NOTICES

Any notice or communication required or permitted herein shall be given in writing and shall be personally delivered or sent by United States mail, postage prepaid, registered or certified mail, return receipt requested, addressed as follows:

Town: Town of Jackson
Attention: Town Engineer
P.O. Box 1687
Jackson, WY 83001

Developer: CCC's Center Street, LLC
c/o Crystal Creek Capital Real Estate Advisors, LLC
275 Veronica Lane, Suite 300
P.O. Box 844

DRAFT

Jackson, WY 83001
Attention: James D. Walter, President

Either party, upon written notification sent via United States Mail, return receipt requested, may change mailing addresses and contact information. Notices shall be deemed given upon actual receipt or three (3) business days following deposit in the U.S. mail, postage prepaid, as provided above.

15. BINDING EFFECT OF AGREEMENT AND MODIFICATIONS

This Agreement shall run with the land included within the Development and shall inure to the benefit of and be binding upon the successors and assigns of the parties hereto. No modification of the terms of this Agreement shall be valid unless in writing and executed by both parties with the same formality as this Agreement, and no waiver of the breach of the provisions of any section of this Agreement shall be construed as a waiver of any subsequent breach of the same section or any other sections which are contained herein.

16. TITLE AND AUTHORITY

Developer warrants to the Town that it is the holder of a valid and enforceable contract to purchase the property upon which the Development is to be constructed and will be the record owner of the Subject Property prior to commencement of construction, or Developer is acting in accordance with the authority of the owner. The undersigned, on behalf of Developer and Town, as appropriate, further warrants having full power and authority to enter into this Agreement.

17. SEVERABILITY

In the event that any provision of this Agreement is held to be in violation of Town, State or Federal laws and thereby rendered invalid or unenforceable as to any party or circumstance, such finding shall not render that provision invalid or unenforceable as to any other persons or circumstances. If feasible and reasonable, any such offending provision shall be deemed to be modified to be within the limits of enforceability or validity; however, if the offending provision cannot be so modified, it shall be stricken and all other provisions of this Agreement in all other respects shall remain valid and enforceable.

18. NO THIRD-PARTY BENEFICIARY

This Agreement is made solely and specifically among and for the benefit of the parties hereto, and their respective successors and assigns, and no other person or entity will have any rights, interest, or claims hereunder or be entitled to any benefits under or on account of this Agreement as a third party beneficiary or otherwise.

19. HEADINGS

Headings used in this Agreement are for convenience only and shall not be deemed to constitute a part hereof, and shall not be deemed to limit, characterize, or in any way affect the provisions of this Agreement.

20. RECORDING

This Agreement shall be executed upon its approval by the Jackson Town Council and shall thereupon be filed with the Town Clerk and recorded in the Land Records of Teton County, Wyoming.

21. GOVERNING LAW AND FORUM

This Agreement shall be governed by the laws of the State of Wyoming. This Agreement shall be construed in accordance with the laws of the State of Wyoming. The parties agree that the Courts of the State of Wyoming and the Federal Courts of the United States located in the State of Wyoming shall have sole and exclusive jurisdiction over any dispute, claim, or controversy which may arise involving this Agreement or its subject matter. The parties irrevocably submit and consent to such jurisdiction and waive any right they may have to seek a change of jurisdiction or venue.

22. COUNTERPARTS

This Agreement may be executed in multiple counterparts, including by facsimile or electronic counterparts, each of which shall be an original but all of which together constitute one and the same instrument.

THIS AGREEMENT WILL BE EFFECTIVE ON THE _____ day of _____, 2018 (the "Effective Date")

IN WITNESS WHEREOF, the parties hereto have executed this Agreement to be effective as of the Effective Date.

TOWN OF JACKSON,
a municipal corporation
of the State of Wyoming

_____
Peter Muldoon, Mayor

_____
Sandra P. Birdyshaw, Town Clerk

APPROVED AS TO FORM:

_____
Audrey Cohen-Davis, Town Attorney

APPROVED AS TO CONTENT:

_____
Brian Lenz, Town Engineer

_____
Tyler Sinclair, Planning Director

DRAFT

STATE OF WYOMING)
) **ss.**
COUNTY OF TETON)

The foregoing instrument was acknowledged before me by Peter Muldoon as Mayor of the Town of Jackson this ____ day of _____, 2018.

Witness my hand and official seal.

_____
Notary Public

My commission Expires:

STATE OF WYOMING)
) **ss.**
COUNTY OF TETON)

The foregoing instrument was acknowledged before me by Sandra P. Birdyshaw as Town Clerk of the Town of Jackson this ____ day of _____, 2018.

Witness my hand and official seal.

_____
Notary Public

My commission Expires:

STATE OF WYOMING)
) **ss.**
COUNTY OF TETON)

The foregoing instrument was acknowledged before me by Audrey Cohen-Davis as Town Attorney of the Town of Jackson this ____ day of _____, 2018

Witness my hand and official seal.

_____
Notary Public

My commission Expires:

DRAFT

STATE OF WYOMING)
) **ss.**
COUNTY OF TETON)

The foregoing instrument was acknowledged before me by Brian Lenz as Town Engineer of the Town of Jackson this ____ day of _____, 2018.

Witness my hand and official seal.

_____
Notary Public

My commission Expires:

STATE OF WYOMING)
) **ss.**
COUNTY OF TETON)

The foregoing instrument was acknowledged before me by Tyler Sinclair as Planning Director of the Town of Jackson this ____ day of _____, 2018.

Witness my hand and official seal.

_____
Notary Public

My commission Expires:

DRAFT

CCC'S CENTER STREET, LLC,
a Wyoming limited liability company

By: _____

Name: _____

Title: _____

STATE OF WYOMING)
) ss.
COUNTY OF TETON)

The foregoing instrument was acknowledged before me by James D. Walter, as the _____ of CCC's Center Street, LLC, this ____ day of _____, 2018.

Witness my hand and official seal.

_____
Notary Public

My commission Expires:

DRAFT

Exhibit "A"

(The Center Street Project)

DRAFT

Exhibit "B"

(Project Depictions)

DRAFT

Exhibit "C"

(Schedule of Values)

DRAFT

Exhibit "C-1"

(Utility Relocation Plan)

DRAFT

Exhibit "C-2"

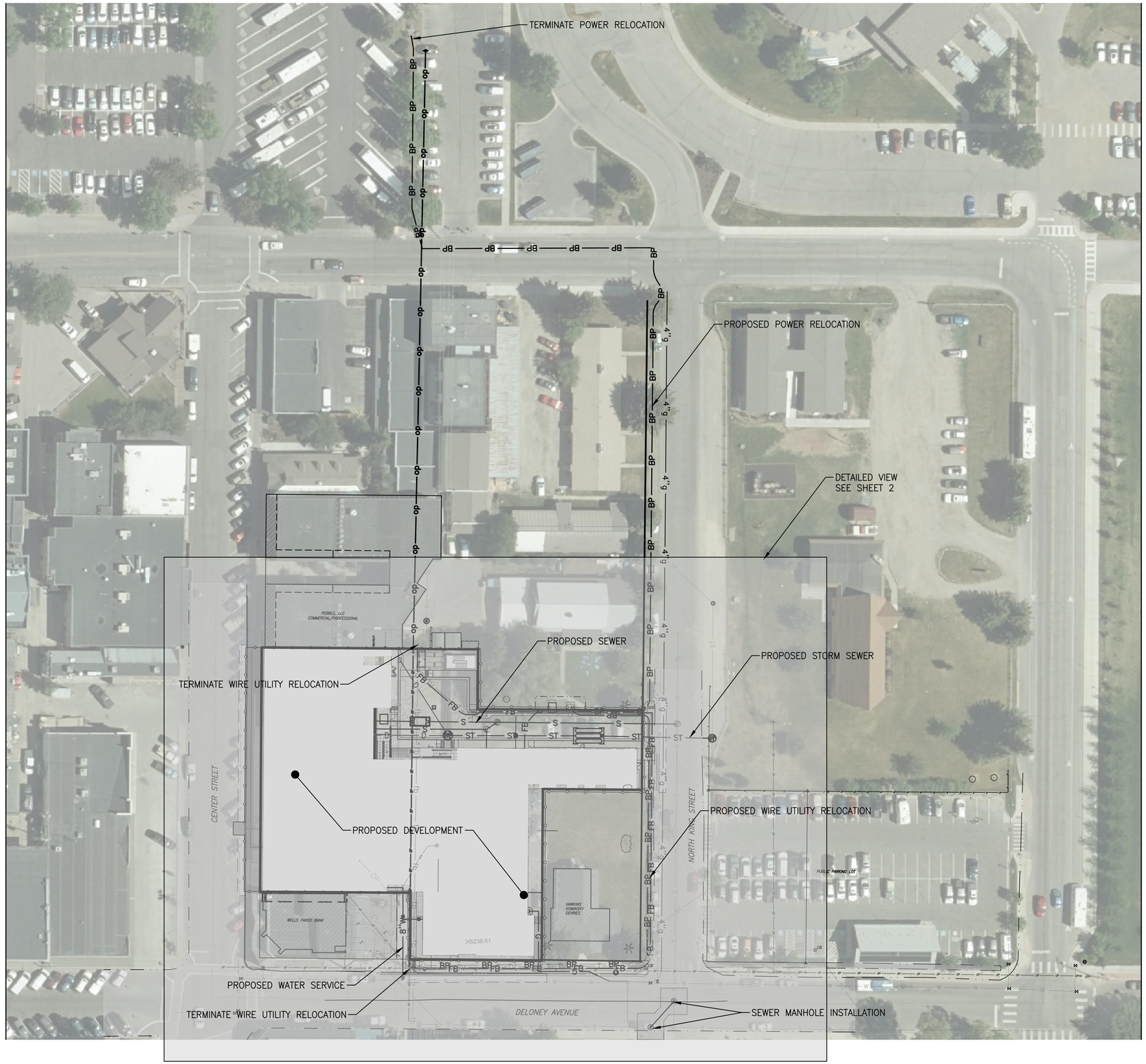
(Developer Alternative Plan)

DRAFT

Exhibit "D"

(Access Easement Infrastructure)

DRAFT



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DRAWN	DB	
CHECKED	MB	
APPROVED	MB	

NELSON ENGINEERING
P.O. BOX 1599, JACKSON WYOMING (307) 733-2087

DRAWING TITLE
INFRASTRUCTURE IMPROVEMENTS
SHEET 1

JOB TITLE
CENTER STREET PROJECT
JACKSON, WY

DRAWING NO
EXHIBIT B

JOB NO
16-306-05

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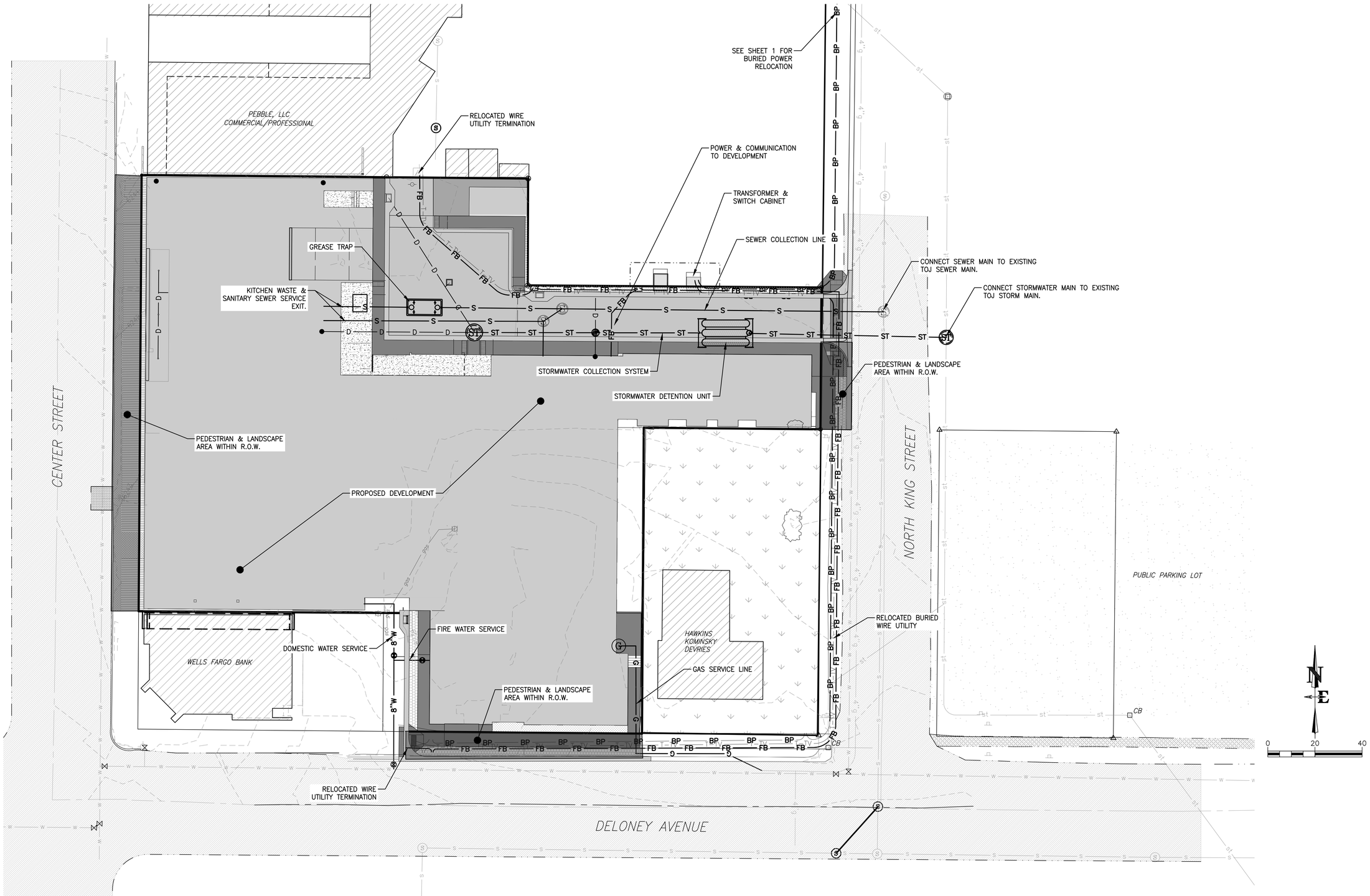

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NELSON ENGINEERING
P.O. BOX 1599, JACKSON WYOMING (307) 733-2087

DRAWING TITLE
INFRASTRUCTURE IMPROVEMENTS
SHEET 2

JOB TITLE
CENTER STREET PROJECT
JACKSON, WY

DRAWING NO
EXHIBIT B

JOB NO
16-306-05

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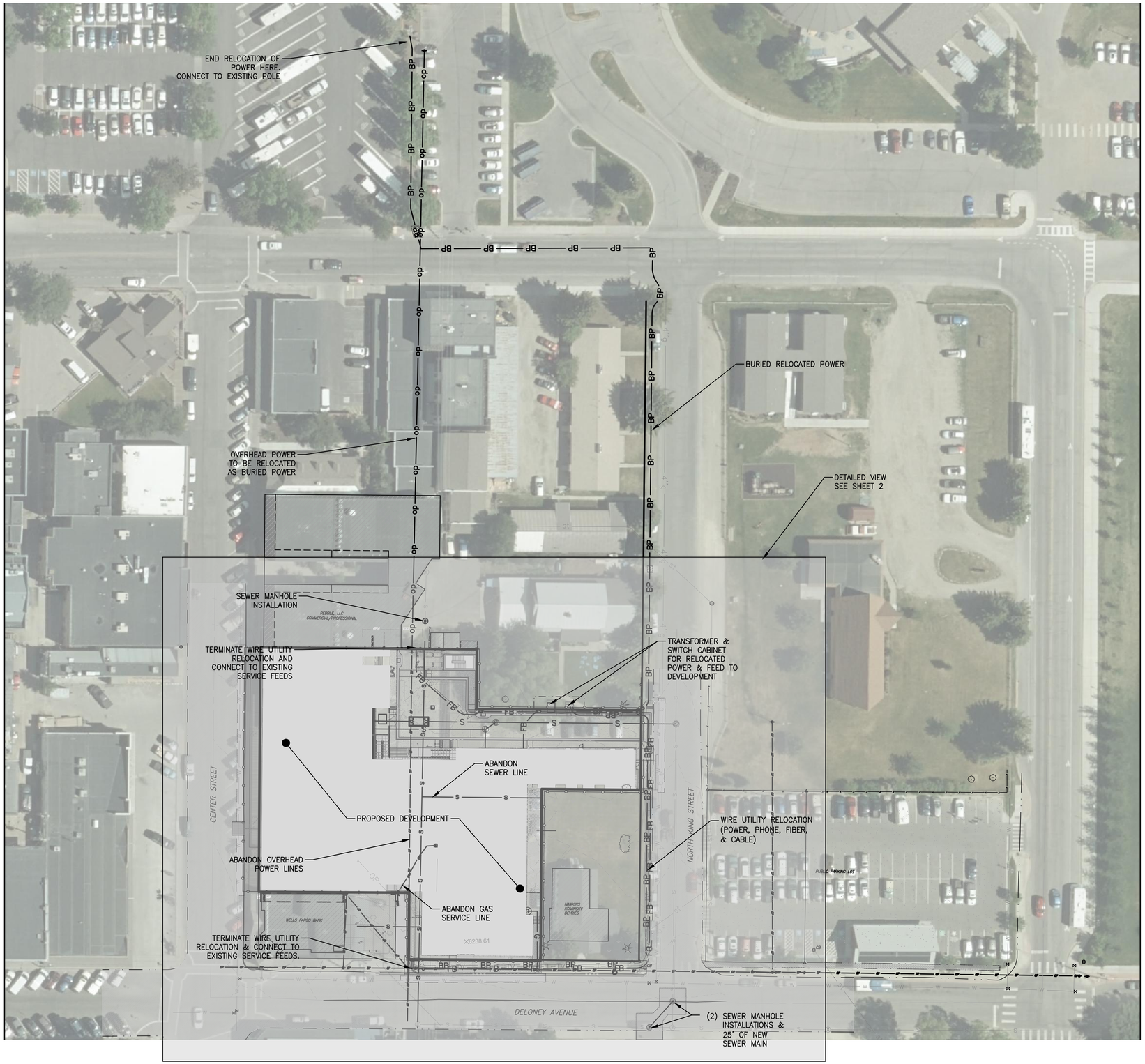

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NELSON ENGINEERING
P.O. BOX 1599, JACKSON WYOMING (307) 733-2087

DRAWING TITLE
UTILITY RELOCATION PLAN
SHEET 1

JOB TITLE
CENTER STREET HOTEL PROJECT
JACKSON, WY

DRAWING NO
EXHIBIT C-1

JOB NO
16-306-05

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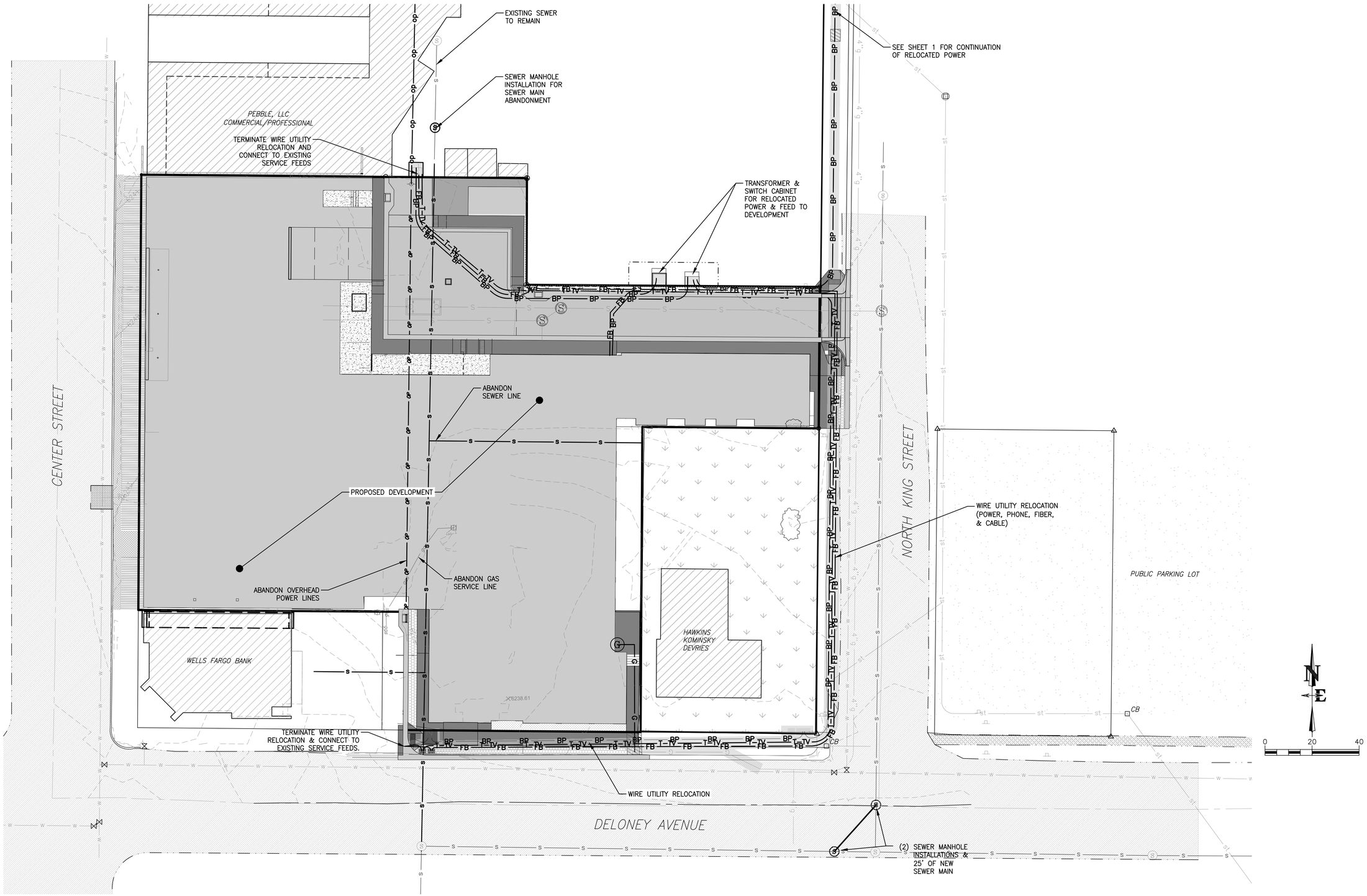

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NELSON ENGINEERING
P.O. BOX 1599, JACKSON WYOMING (307) 733-2087

DRAWING TITLE
UTILITY RELOCATION PLAN
SHEET 2

JOB TITLE
CENTER STREET PROJECT
JACKSON, WY

DRAWING NO
EXHIBIT C-1

JOB NO
16-306-05

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NELSON ENGINEERING
P.O. BOX 1599, JACKSON WYOMING (307) 733-2087

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NEW PUBLIC ACCESS EASEMENT

JOB TITLE
CENTER STREET PROJECT

DRAWING NO
EXHIBIT D

JOB NO
16-306-05

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TOWN OF JACKSON
TOWN COUNCIL
AGENDA DOCUMENTATION

PREPARATION DATE: DECEMBER 13, 2018
MEETING DATE: DECEMBER 17, 2018

SUBMITTING DEPARTMENT: PLANNING
DEPARTMENT DIRECTOR: TYLER SINCLAIR
PRESENTER: TYLER SINCLAIR

SUBJECT: **ITEM P17-147** A REQUEST TO AMEND THE JACKSON HOLE GOLF AND TENNIS MASTER PLAN PURSUANT TO SECTION 8.7.3, PLANNED UNIT DEVELOPMENT (PUD) OF THE TETON COUNTY LAND DEVELOPMENT REGULATIONS.

APPLICANT: Y2 CONSULTANTS

PROPERTY OWNER: JACKSON HOLE GOLF AND TENNIS RESORT, LLC

REQUESTED ACTION

Jackson Hole Golf and Tennis is requesting to amend the Resort Master Plan by submitting the following application:

- Amend the Jackson Hole Golf and Tennis Master Plan (Master Plan) pursuant to Sections 8.7.3 and 4.3.1.D. of the Teton County Land Development Regulations, Planned Unit Development (PUD) (PUD2018-0001)

The application states that the applicant proposes to amend the Master Plan, based on the following changes:

I. To further define the physical area and use standards associated with the Golf Maintenance/Employee Housing site identified within the previously approved PUD for JHGTC, the subject property of this application.

II. To add cellular, wireless telephone utilities to the list of utility services in the Golf Maintenance/Employee Housing site.

III. To establish a 15 foot setback from a river channel in the Golf Maintenance/Employee Housing site.

The application includes the 2 sets of findings associated with a PUD application (Section 8.7.3 and 4.3.1.D), a PUD Site Plan Map and a Master Site Plan.

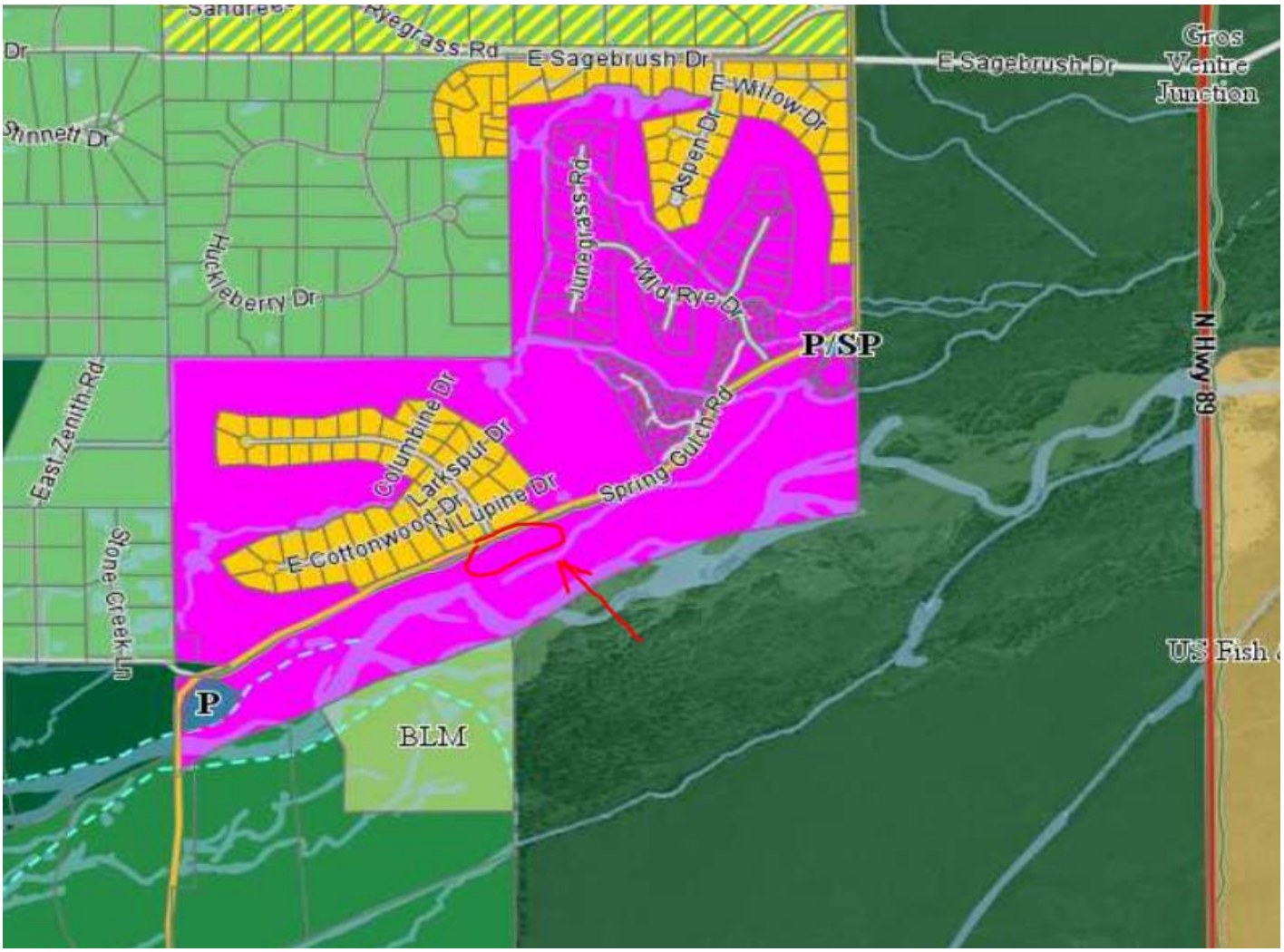
APPLICABLE REGULATIONS

Division 4.3 Planned Resort Zones
Section 4.3.1.E.4 Joint Review by Town and County
Section 8.7.3 Planned Unit Development

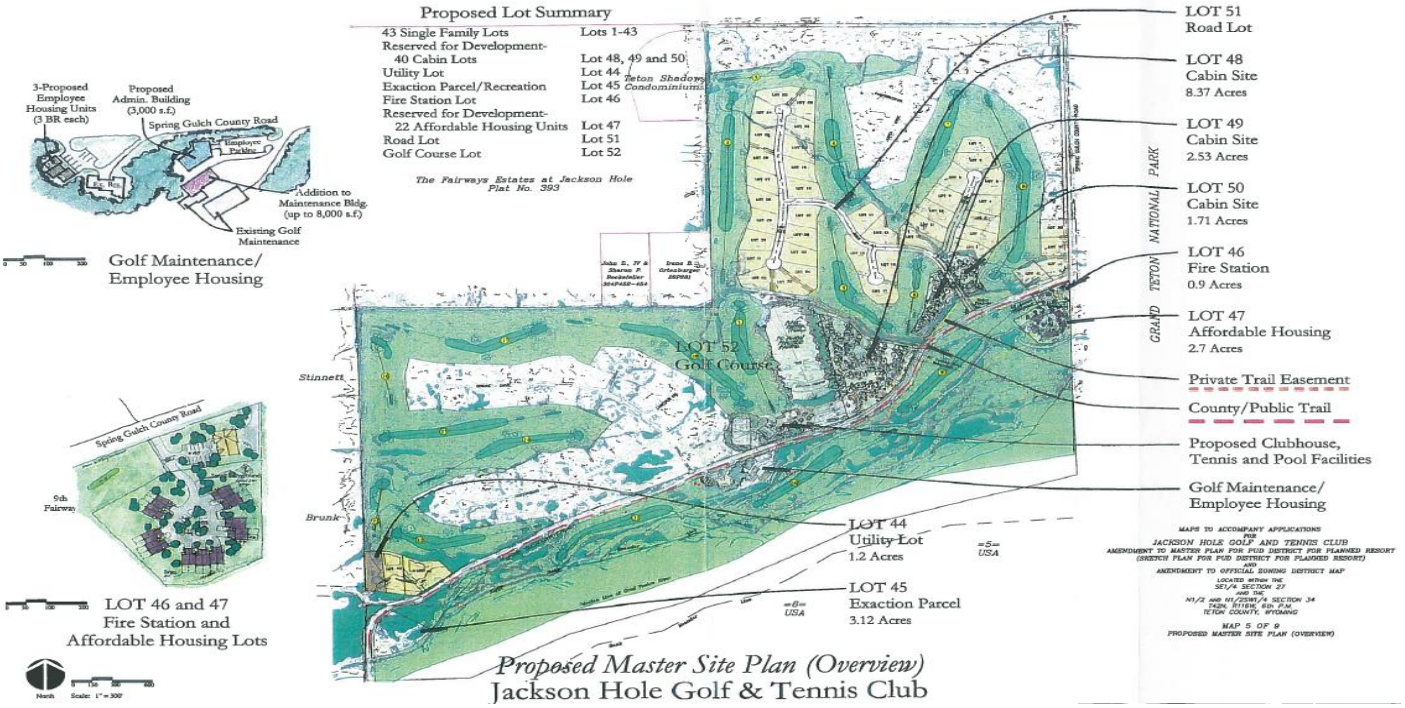
LOCATION MAP

Zoning/Vicinity Map

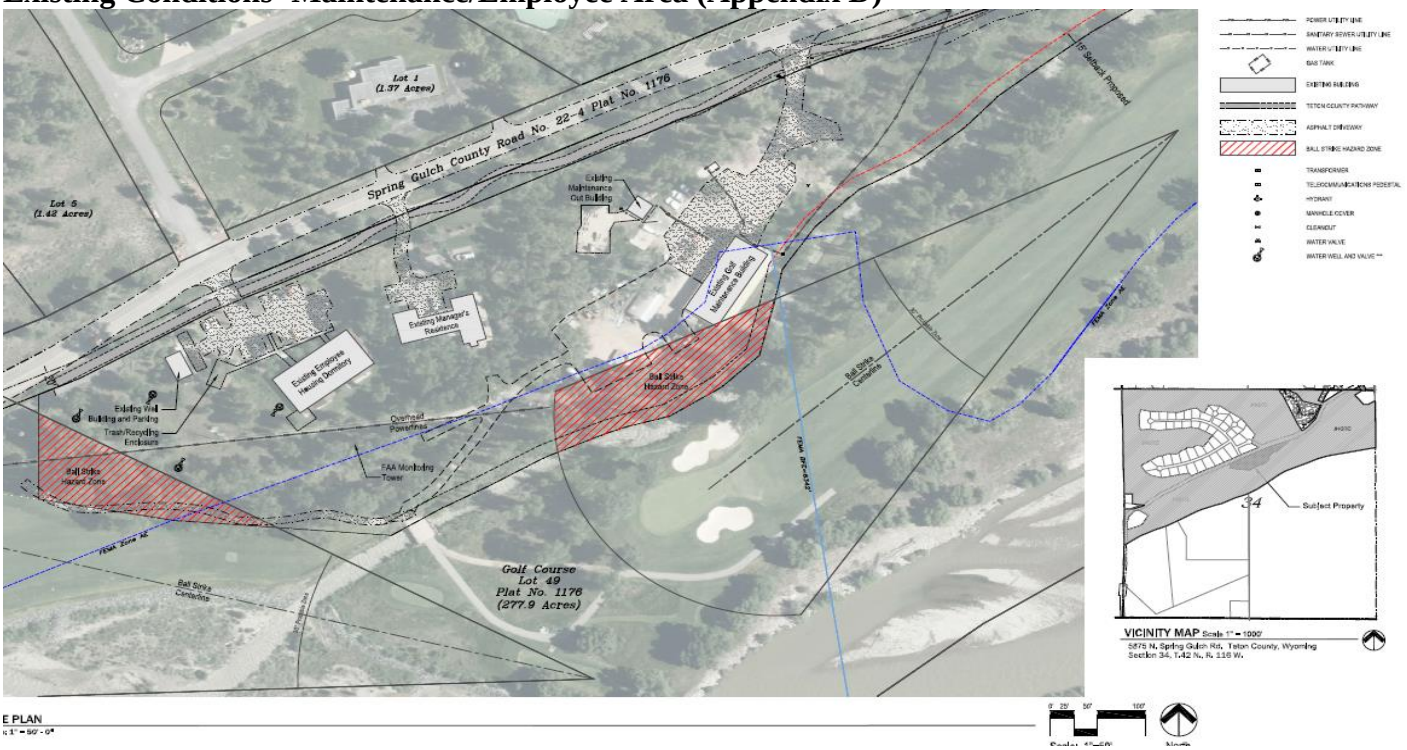
Legal Description:	SEC. 34, TWP. 42N, RNG. 116W
PIDN:	22-42-16-27-4-15-001
Site Size:	6.3 acres
Character District:	9: County Valley
Subarea:	9.1 Jackson Hole Golf and Tennis
Zone:	Planned Resort (PR)
Overlay:	Natural Resources Overlay (NRO)



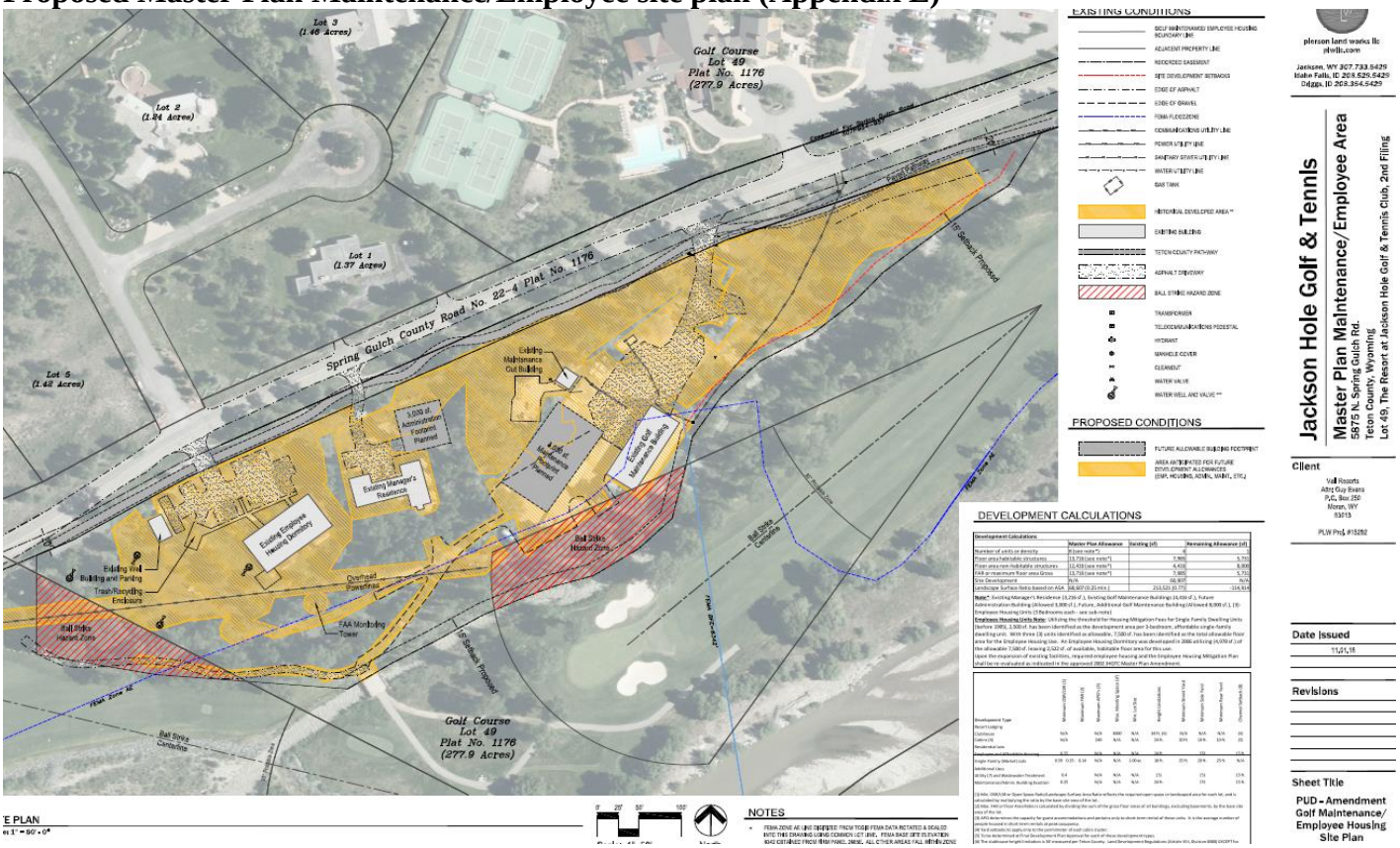
Current Master Plan Map



Existing Conditions- Maintenance/Employee Area (Appendix D)



Proposed Master Plan Maintenance/Employee site plan (Appendix E)



BACKGROUND/PROJECT DESCRIPTION

JHGT is requesting an amendment to its current 2002 Resort Master Plan to further define the physical area and use standards associated with the Golf Maintenance/Employee Housing site identified within the previously approved PUD for JHGT. No other changes are proposed for the Master Plan amendment and no physical development is proposed. Specifically, JHGT requests the following amendments to the Master Plan:

- Replace the current artist's rendering of the GMEH area with a site plan map of the 6.3 acre area to be identified in the Master Plan as *Golf Maintenance/Employee Housing Site Plan*
- Revise Section 4 Housing Requirements section to broaden the types of housing strategies to accommodate workforce housing in the GMEH site
- Revise the Use Program/ Dimensional Limitation Plan table to include Cellular wireless services to the list of uses and identify dimensional limitations in the GMEH site
- Revise the Use Program/ Dimensional Limitation Plan table to include a 15 foot setback from a river channel in the Golf Maintenance/Employee Housing site

Please see the attached staff report from the Teton County Planning Department for a brief history of the resort approval.

Staff and the applicant will provide a brief presentation and opportunity for questions at the meeting.

STAFF ANALYSIS

According to Sec. 4.3.1.E.4 of the Teton County LDRs, each jurisdiction shall receive and consider recommendations from the other jurisdiction when a Planned Resort application is submitted for review or amendment. The text of Sec. 4.3.1.E.4 is as follows:

4. **Joint Review by Town and County.** The County Planning Commission and the Board of County Commissioners shall receive and consider recommendations from the Town Planning Commission and Town Council regarding any Planned Resort master plan application in the County. For the same purpose, The County Planning Commission and Board of County Commissioners shall make recommendations to the Town Planning Commission and Town Council regarding any Planned Resort master plan application within the Town of Jackson.

    a. **Purpose.** The purpose of the County's and Town's review of any Planned Resort in the other jurisdiction is to recognize the impact of resorts on neighboring jurisdictions and to provide an opportunity for cooperation in planning and mitigation of potential impacts.

    b. **Intent.** The intent of review is for the Town Planning Commission and Town Council to have an opportunity for review and comment on a proposed Master Plan. The Town's role is advisory only and does not include a voting participation in review of the Planned Resort master plan.

The County Planning Staff identified one key issue with the applicant's request which is whether the proposed 15' setback from the river channel is appropriate. The below excerpts are copied from the County staff report and provide further consideration of the issue:

As part of the Master Plan amendment, the applicant has proposed to impose a 15 foot setback from the channel in the area of GMEH. Given the historic manipulation of the channel and its linear and steep sided configuration in the GMEH area, the channel appears to be a ditch. In past assessments and plans for the GMEH Area by Biota (1995, 2002, 2008), Pioneer Environmental Services (2011), Jorgensen Associates P.C. (2016), and Pierson Land Works, LLC (2016) the Channel was considered to be an irrigation ditch, rather than a side channel of the Gros Ventre River.

In the absence of an amended master plan, variances would be required to develop or redevelop in the GMEH area. Although not proposed for amendment, the majority of the affordable housing units on Sandcherry Way, just upstream of the GMEH area, are within the 150 foot channel setback. The 150 foot setback encompasses the majority of the GMEH site. The LDRs allow a different standard for master plans and the channel has historically been considered a ditch, so the 15 foot setback may be a reasonable request. To protect the resource, Planning Staff recommends requirement of 15 foot buffer establishment as part of physical development permits impacting the 150' river channel setback. A condition has been provided to address this recommendation.

Staff has concluded that the proposed amendments should not have any significant adverse impacts on the Town of Jackson largely due to the location of the resort well to the north of Town. Impacts from traffic, housing, and issues related to public benefit will be primarily focused on neighborhoods in Teton County, with only indirect and insignificant impacts on the Town of Jackson.

PLANNING COMMISSION

The Town Planning Commission heard this item on December 5, 2018, and had the following comments on the proposed Jackson Hole Golf and Tennis amendments to their Resort Master Plan:

- The proposed additional year-round workforce housing will benefit the surrounding community and Town by reducing traffic on local highways.
- The Commission was generally supportive of the temporary workforce housing (e.g., RV camping) as a reasonable and low-impact option for seasonal workers in the summer. However, there was some concern that the RV housing could compete with private campgrounds in the town and valley.
- The maintenance/employee housing site appears to be the least impactful location for housing in the resort area from a visual perspective.
- There was no objection to the 15' setback from the river channel.

ATTACHMENTS

Applicant Submittal
Town County Staff Report

SUGGESTED MOTION

The LDRs state that the Town Council does not have a 'voting participation' in the review of a Resort Master Plan amendment, thus no motion is intended. However, the Council is expected to provide its comments pursuant to Section 8.7.3 in the LDRs as it deems appropriate.

TETON COUNTY WYOMING

GRADING & EROSION CONTROL PERMIT (GEC) APPLICATION
Planning & Development Department
Building Division

200 S. Willow St. | ph: (307) 733-7030
P.O. Box 1727 | fax: (307) 739-9208
Jackson, WY 83001 | www.tetonwyo.org

RECEIVED JUN 14 2017 TETON COUNTY PLANNING OFFICE

For Office Use Only

Fees Paid $350.00
Check # 4309 Credit Card_____ Cash_____
GEC 2017-0066 ~~BDR~~ MSC2017-0035

Please submit GEC applications to the Teton County Planning & Development Department, not Engineering.
Please type or fill out this application in ink only.

PROJECT.

Name/Description: Jackson Hole Golf and Tennis, Long Term RV Sites
Physical Address: 5000 N. Spring Gulch Road, Jackson, Wyoming
Lot, Subdivision: Lot 49, The Resort at Jackson Hole Golf & Tennis club 2nd Filing PIDN: 22-42-16-27-4-15-001

OWNER. *A copy of the Warranty Deed or Contract of Sale must accompany this application.*

Name: Jackson Hole Golf & Tennis Club (Guy Evans) Phone: (307) 734-3855
Mailing Address: 5000 N. Spring Gulch RD City, State: Jackson, WY
Email: gevans@gtlc.com ZIP: 83001

APPLICANT/AGENT.

Name: Jorgensen Associates P.C. / Pierson Land Works, LLC Phone: (307) 733-5150 / 307.733.5429
Mailing Address: PO Box 9550 / PO Box 1143 City, State: Jackson, WY
Email: gparke@jorgeng.com / robert@plwllc.com ZIP: 83002 / 83001

PURPOSE OF GRADING ACTIVITIES.

N/A	If this is a revision to an existing grading permit, please identify the original permit number.
No	Is a pond or water feature proposed?
N/A	Identify the total horsepower of the associated pump system.
No	Are you altering an existing irrigation ditch?

Withdrawn

SCANNED GEC 2017-0066

AREA OF DISTURBANCE. ***Land disturbing activities include excavation and piles for structures, roadways, septic systems, water lines, utility trenches, cut and fill slopes, stockpiles, building material storage area, etc. A plan level GEC is required for any land disturbance proposed in conjunction with impervious coverage on 41% or more of a site.***

3% Identify the existing slope of the project area.

< 1% Identify the percent of site covered by impervious surfaces.

Below, identify the area of disturbance in each slope category:

Existing Slope of Area	*Area to be Disturbed (sf)*	*Thresholds*		
		Exempt	*Statement*	*Plan*
TOTAL DISTURBANCE	21,700	See below	If disturbing at least 12,000 sf but less than 1 acre.	If disturbing 1 acre or more.
5% or less	21,700	If disturbing less than 12,000 sf.	If disturbing at least 12,000 sf but less than 1 acre.	If disturbing 1 acre or more.
More than 5% up to 15%		If disturbing less than 1,000 sf.	If disturbing at least 1,000 sf but less than 1 acre.	If disturbing 1 acre or more.
More than 15%		No exemption.	If disturbing 3,000 sf or less.	If disturbing more than 3,000 square feet.

NOTICE: For permits that require a plan-level GEC permit, a preapplication conference is mandatory prior to submitting the GEC application.
When requested, a financial surety is required; the applicant shall be responsible for providing a cost estimate for the work requiring the surety.
I certify that I have read and examined this application and know the same to be true and correct. All provisions of the laws and ordinances governing this work will be complied with whether specified herein or not. The granting of this permit does not give authority to violate or cancel the provisions of any state or local law regulating grading or the performance thereof.

Signature of Applicant — Date: 6/12/2017 / 6/13/2017

Alex Klein — Print Name

VP and General Manager — Title

For Office Use Only

Planning Sufficiency declared by: _____ Date: _____

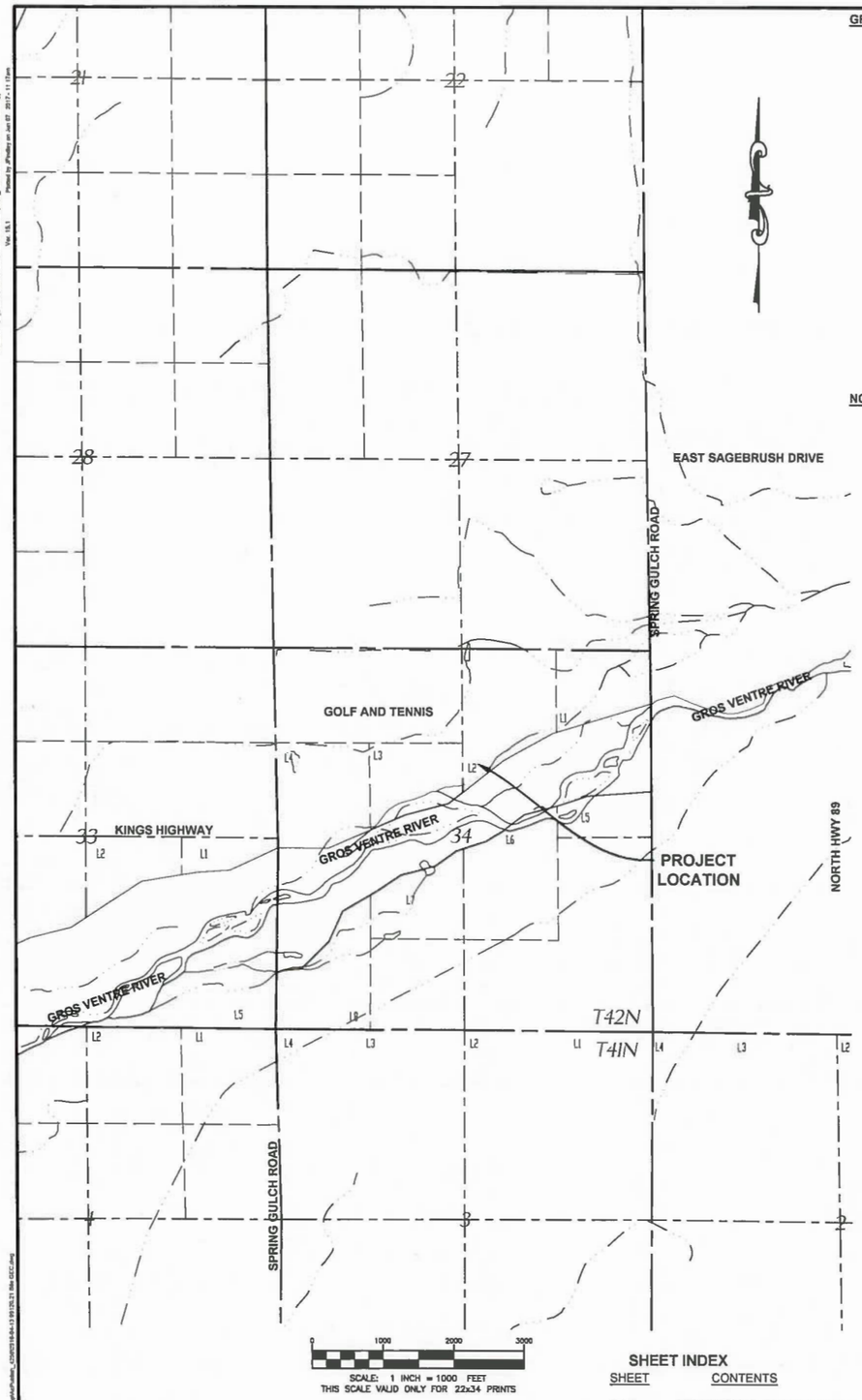
Planning Approval declared by : _____ Date: _____

Engineering Approval declared by: _____ Date: _____

SUBMITTAL REQUIREMENTS. *Please fill out the left side of this checklist. Staff will review this for Sufficiency*

Applicant Check	All GEC applications shall include the following:	Planning Check
✓	1. One set of complete drawings scaled on sheets no larger than 24" x 36".	
✓	2. Two sets of complete drawings scaled on sheets no larger than 11" x 17".	
✓	3. Letter of authorization if the applicant is other than the property owner.	
✓	4. A copy of the Warranty Deed or Contract of Sale.	
	5. A fee due at the time of submittal - $350 for a statement-level review, $600 for a plan-level review.	
✓	6. Site Development schedule - month and year of project initiation to completion of re-vegetation.	
✓	7. Proposed grading plan to include: - existing contours - proposed contours - extent of grading limits - stockpile location	
✓	8. Re-vegetation details for all disturbed areas to include: - types and approximate location of vegetation to be used - seeding or planting and stabilization techniques to be followed - source and method of irrigation, if necessary	
✓	9. Erosion control plan to include: - drawing and specifications illustrating the type and location of required erosion control measures (silt fences, straw bales, detention basins, duff berms, etc) - direction of runoff throughout the construction area and the re-contoured area	
N/A	10. Ponds/Water features. Ponds and water features with a pump system are required to pay a fee of $150 per horsepower.	

Applicant Check	In addition to <u>all</u> the above items, plan-level applications shall include the following:	Planning Check
N/A	11. Drawings prepared and stamped by a Wyoming-registered professional engineer or landscape architect.	
N/A	12. Existing conditions site plan to include: - Site boundaries and contiguous lands - Watercourses – lakes, streams, wetlands, ditches, etc. - Floodplains - Landslide or bedrock slum (talus and/or avalanche slopes - Predominant soil types – location and identification - Vegetation cover – location and species - Stormwater drainage and/or natural drainage patterns (locations and dimensions) - Utilities and other structures – buildings and paved areas - Site topographic map	
N/A	13. Plan of final site conditions showing the site changes at the same scale as the existing conditions site plan.	
N/A	14. Site Construction Plans - Land disturbing activities-locations and dimensions - Temporary topsoil/dirt stockpile-location and dimensions - Plans and sections of grading features - Engineering technique to minimize adverse effect of geologic or flood conditions - Site storm water management and erosion control measures - Starting and completion date of land disturbances/land development activity - Maintenance of site erosion control measures - Geotechnical report on slopes in excess of 25%	



SHEET INDEX

SHEET	CONTENTS
C1.1	VICINITY MAP, SHEET INDEX, GENERAL NOTES
C1.2	SITE PLAN
C1.3	DETAILS

GRADING NOTES:

1. PROJECT SCOPE: CONSTRUCT GRAVEL PAD AND SERVICE FOR 13 LONG TERM RV SITES.
2. PROPERTY AREA = 278 ACRES ±
3. TOTAL AREA OF DISTURBANCE = 0.5 ACRES ±
4. FLOOD PLAINS ARE ASSOCIATED WITH THIS SITE. COORDINATION WITH LOCAL FEMA ADMINISTRATOR DETERMINED GRADING IS NOT IN FEMA FLOOD ZONE BASED UPON ANALYSIS OF ELEVATIONS.
5. THERE ARE NO DELINEATED WETLANDS PRESENTLY ON THE SITE.
6. NO LANDSLIDES OR BEDROCK SLUMPS ARE APPARENT AT THE SITE. AVALANCHE PATHS DO NOT EXTEND DOWN TO THE PROPOSED DRIVEWAY OR BUILDING SITE.
7. THE SITE IS PREDOMINATELY VEGETATED WITH WILD GRASSES, AND COTTON WOOD TRESS.
8. REVEGETATION WILL OCCUR POST CONSTRUCTION. SEE REVEGETATION SPECIFICATION.
9. CUT AND FILL SLOPES DO NOT EXCEED 2:1 AND CATCH POINTS ARE TO BE ROUNDED.
10. THE MINIMUM TRAVELED WIDTH OF THE ROADWAY SHALL NOT BE LESS THAN 24' WITH A CLEARED WIDTH (FREE OF OBSTRUCTIONS, INCLUDING VEGETATION IN EXCESS OF 12" IN HEIGHT) OF NOT LESS THAN 28'.
11. PROJECT SCHEDULE: CONSTRUCTION WILL COMMENCE ~~SPRING~~ FALL 2017 OF ~~2016~~ AND IS SCHEDULED TO BE COMPLETED BY ~~SUMMER 2016~~ FALL 2018.

NOTES:

1. WATER AND SEWER INSTALLATIONS SHALL BE IN ACCORDANCE WITH THE LATEST EDITION OF THE WYOMING PUBLIC WORKS STANDARD SPECIFICATIONS, THE CURRENT WYOMING DEPARTMENT OF ENVIRONMENTAL QUALITY, AND WATER QUALITY DIVISION RULES AND REGULATIONS.
2. CONTACT GOLF AND TENNIS (GUY EVANS OR STEVE HAWKINS, (307) 734-3855) PRIOR TO ANY WORK ON EXISTING WATER OR SEWER INFRASTRUCTURE.
3. THE LOCATION OF THE EXISTING UTILITIES AND PIPELINES SHOWN ON THE DRAWINGS IS BASED ON SURVEY PROVIDED BY PIERSON LANDWORKS. LOCATION INFORMATION IS GENERAL. THE EXACT LOCATION OF THESE FACILITIES MAY NOT BE SHOWN ACCURATELY ON THE DRAWINGS. IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO ACQUIRE THE EXACT LOCATION OF THE UTILITIES IN THE FIELD PRIOR TO EXCAVATION OR OTHER WORK THAT MAY IMPACT UTILITIES. THE CONTRACTOR WILL CALL THE UTILITY NOTIFICATION WYOMING ONE CALL AT 1-800-348-1030 FOR UTILITY LOCATIONS AT LEAST 2 BUSINESS DAYS, NOT INCLUDING THE DAY OF ACTUAL NOTIFICATION, PRIOR TO ANY EXCAVATION. THE CONTRACTOR SHALL SHOW THE NATURE, LOCATION, AND ELEVATION OF THE UTILITY ON RECORD DRAWINGS AND PROVIDE A COPY OF THE INFORMATION TO THE OWNER.
4. INVERT ELEVATIONS FOR EXISTING MANHOLE AND GROUND SURFACE AT NEW MANHOLE WILL NEED TO BE CONFIRMED IN THE FIELD PRIOR TO CONSTRUCTION.
5. MAINTAIN FLAT OR CONSISTENT GRADE ON ALL WATERLINES TO PREVENT TRAPPING AIR. NO HIGH SPOTS.
6. MAINTAIN A MINIMUM OF 10 FEET HORIZONTAL SEPARATION BETWEEN WATER PIPES AND SEWER PIPES/MANHOLES, MEASURED EDGE TO EDGE. MAINTAIN A MINIMUM OF 18 INCHES VERTICAL SEPARATION AT WATER-SEWER PIPE CROSSINGS. WHERE SEWER PIPE CROSSES ABOVE WATER PIPE, SPECIAL CONSTRUCTION IS REQUIRED.
7. CONTINUOUS RIGID TYPE A PIPELINE INSULATION SHALL BE PROVIDED OVER ALL NEW AND EXPOSED EXISTING WATER MAIN AND NEW WATER SERVICE TO BLOW OUT.
8. THE WATER AND SEWER SERVICES IN THIS PROJECT ARE NOT DESIGNED FOR WINTER OPERATION. FUTURE CHANGES TO OPERATE THE SYSTEM YEAR ROUND WILL REQUIRE IMPROVEMENTS FOR WINTER CONDITIONS.
9. TYPE 1 BEDDING MATERIAL AROUND THE PIPE FROM SIX (6) INCHES UNDER THE PIPE TO SIX (6) INCHES OVER THE PIPE SHALL BE A WELL GRADED SOIL OR GRAVEL MATERIAL. ORGANIC SOIL MATERIAL SUCH AS OL, OH, AND PT SHALL NOT BE UTILIZED FOR BEDDING MATERIAL. BEDDING MATERIAL SHALL BE FREE FROM CLODS, DEBRIS, LARGE ROCKS, AND FROZEN MATERIALS. CRUSHED ANGULAR MATERIAL SHALL BE SMALLER THAN 1". NATURALLY OCCURRING ROUNDED BEDDING MATERIAL SHALL NOT EXCEED 1½" IN MAXIMUM DIMENSION. NO MATERIAL LARGER THAN 3" SHALL BE PLACED WITHIN 2FT. OF THE PIPE. WHERE WET OR OTHERWISE UNSTABLE CONDITIONS EXIST, THE BEDDING MATERIAL SHALL IN ADDITION TO THE ABOVE, BE FREE DRAINING, NON-PLASTIC MATERIAL HAVING A MAXIMUM OF TEN PERCENT (10%) PASSING THE NUMBER 4 SIEVE AND A MAXIMUM OF FOUR PERCENT (4%) PASSING THE NUMBER 200 SIEVE. CONTRACTOR MAY PROCESS BEDDING MATERIAL FROM THE TRENCH EXCAVATION PROVIDED SUITABLE MATERIALS ARE AVAILABLE AND THE ABOVE SPECIFICATIONS ARE MET. BEDDING FOR HDPE PIPE SHALL MEET MANUFACTURERS RECOMMENDATIONS.
10. ALL TRENCH BACKFILL SHALL BE TYPE A WITHIN 7 FEET OF ANY TRAVELED WAY. MATERIALS USED FOR BEDDING AND BACKFILL SHALL BE CAREFULLY DEPOSITED IN LAYERS SUITABLE TO THE EQUIPMENT USED FOR COMPACTION, WETTED TO 3% BELOW TO 2% ABOVE OPTIMUM MOISTURE CONTENT, AND COMPACTED TO AT LEAST 96% OF MAXIMUM DENSITY AS DETERMINED BY AASHTO T-99 (STANDARD PROCTOR). COMPACTION BY FLOODING WILL NOT BE PERMITTED. TYPE B TRENCH BACKFILL SHALL NOT BE ALLOWED, UNLESS AUTHORIZED BY THE ENGINEER.
11. NO MORE THAN 50 FEET OF OPEN TRENCH SHALL BE PERMITTED WHEN THE CONTRACTOR'S PIPE INSTALLATION OPERATION IS INACTIVE. ALL OPEN TRENCH AREAS SHALL BE BARRICADED WITH SAFETY FENCE WHEN CONTRACTOR'S PIPE INSTALLATION CREW IS INACTIVE.
12. WATER LINES CONSTRUCTION SHALL INCLUDE DISINFECTION ACCORDING TO WPWSS 02675, AWWA C-651. THE CONTINUOUS FEED, OR SLUG METHOD ARE THE PREFERRED FOR DISINFECTION. THE TABLET METHOD SHALL NOT BE USED FOR DISINFECTION.
13. DISINFECTION OF WATER LINES SHALL OCCUR AFTER CONSTRUCTION AND EVERY SPRING WHEN WATER SYSTEM IS PLACED BACK INTO SERVICE.
14. WATER UTILIZED FOR DISINFECTING THE WATER LINES SHALL BE FLUSHED THROUGH ALL SERVICE BIBS. FLUSHING WATER SHALL NOT BE ALLOWED TO ENTER LIVE STREAMS OR IRRIGATION DITCHES. DISPOSAL OF CHLORINATED WATER SHALL CONFORM TO THE REQUIREMENTS OF THE WATER QUALITY DIVISION OF THE WYOMING DEPARTMENT OF ENVIRONMENTAL QUALITY.
15. WATER SAMPLES FOR BACTERIOLOGICAL TESTING SHALL BE OBTAINED FROM BLOW OFFS OR WATER SERVICES AT THE END OF EACH WATER MAIN EXTENSION AND AT INTERMEDIATE POINTS DESIGNATED BY ENGINEER.
16. PRESSURE TESTING SHALL CONFORM TO WPWSS SECTION 02670.
17. ENGINEER SHALL BE CONTACTED PRIOR TO CONSTRUCTION TO PROVIDE CONSTRUCTION OBSERVATION, AND PRIOR TO TESTING TO WITNESS TESTING.

REVEGITATION SUGGESTIONS:

1. GRADE DISTURBED AREAS AS INDICATED ON THE PLAN. WHERE GRADING ABUTS AN EXISTING GRADE, PROVIDE FOR A SMOOTH ROUNDED TRANSITION. SCARIFY COMPACTED SUBGRADE TO PERMIT PLANT GROWTH. THOROUGHLY RAKE SOIL - REMOVE CLUMPS OF DIRT AND ROCKS LARGER THAN 3" IN DIAMETER.
2. PRIOR TO TOPSOIL APPLICATION, THE ENTIRE AREA TO BE SEEDED SHALL BE MADE SUITABLE, BY TILLING OR RAKING, FOR GOOD BONDING BETWEEN SUBGRADE MATERIAL AND TOPSOIL. RECLAMATION SEEDING AREAS NOT RECEIVING TOPSOIL, SHALL BE MADE SUITABLE FOR SEEDING BY TILLING OR RAKING. HARD PACKED OR CAKED TOPSOIL SURFACES SHALL BE SCARIFIED OR DISKED PRIOR TO SEEDING. REMOVE FOREIGN MATERIALS, WEEDS AND UNDESIRABLE PLANTS FROM PREPARED SOIL PRIOR TO SEEDING.
3. ON ALL DISTURBED AREAS, TOPSOIL IS NECESSARY TO INCREASE CHANCES OF SEED GERMINATION. A LAYER OF CLEAN TOPSOIL A MINIMUM OF 4" DEEP SHALL BE APPLIED PRIOR TO SEEDING.
4. MATERIALS AND INSTALLATION:
5. FERTILIZER SHALL BE 10-6-4 OR APPROVED ALTERNATE, FREE OF HERBICIDES, AND SHALL BE DELIVERED TO THE SITE IN UNOPENED CONTAINERS BEARING THE MANUFACTURER'S GUARANTEE OF ANALYSIS. FERTILIZER SHALL BE SPREAD AT A RATE OF TEN (10) POUNDS PER ONE THOUSAND (1000) SQUARE FEET, AND THOROUGHLY INCORPORATED INTO THE SOIL PRIOR TO SEEDING.
6. SEED SHALL BE FRESH, PURE LIVE SEED, OF THE LATEST CROP, AND COMPOSED OF SITE SPECIFIC INDIGENOUS SEED MIXTURES.
7. SPREAD SEED MIX AT THE RATE INDICATED. SEED SHALL BE SOWN IN THE FALL AFTER OCTOBER 15 OR BEFORE MAY 15 OR GERMINATED AND WATERED WITH IRRIGATION. SEED SHALL BE UNIFORMLY DISTRIBUTED OVER THE SURFACE BY APPROVED MECHANICAL BROADCASTING DEVICES AND GROUND SHALL BE IMMEDIATELY RAKED OR DRAGGED TO COVER THE SEED. SEED SHALL NOT BE APPLIED DURING HIGH WINDS AND CARE SHALL BE TAKEN TO PROTECT EXISTING IMPROVEMENTS. AFTER SEEDING, THE SURFACE OF THE SOIL SHALL BE THOROUGHLY RAKED WITH A FINE-TOOTHED RAKE TO INCORPORATE SEED INTO TOPSOIL.
8. ALL SEED SHALL COMPLY WITH WYOMING SEED LAW. SEED SHALL BE PURCHASED FROM A DEALER LICENSED WITH THE WYOMING DEPARTMENT OF AGRICULTURE. CERTIFICATIONS FOR THE SEED MIX SHALL BE PROVIDED TO THE ENGINEER PRIOR TO SEEDING.

LEGEND

EXISTING	PROPOSED	
		PROPERTY LINE
		ROAD EASEMENTS
		BUILDING
		ROAD
		DRIVEWAY
		TRAILER PAD
		MINOR CONTOUR
		MAJOR CONTOUR
		SEWER LINES
		WATER LINES
		SANITARY SEWER MANHOLE
		SANITARY SEWER CLEANOUT
		RV SEWER HOOKUP
		FIRE HYDRANT
		WATER VALVE
		WATER SERVICE
		WATER BLOWOUT CONNECTION

APPLICANTS & OWNERS:
Jackson Hole Golf & Tennis
5000 N.Spring Gulch RD
Jackson, Wyoming 83001
307-734-3855

SURVEYOR & LAND PLANNING
Pierson Land Works LLC
180 South Willow St.
Jackson, Wyoming 83001
307-733-5429

ENGINEER:
Jorgensen Associates, P.C.
1315 Highway 89 South, Suite 201; 83001
P.O. Box 9550
Jackson, Wyoming 83002
307-733-5150

GRADING AND EROSION CONTROL STATEMENT LEVEL

JACKSON HOLE GOLF AND TENNIS LONG TERM EMPLOYEE RV SITES

Located Within
SW¼ NE¼, Section 34, T.42N, R.116W
6th Principal Meridian
Teton County, Wyoming

JORGENSEN
JACKSON, WYOMING
307-733-5150
www.jorgensenassociates.com

Professional Engineer (Civil)
GALEN A. PARKE
13600
Date 6/6/17
WYOMING

PROJECT TITLE:
JACKSON HOLE GOLF AND TENNIS
LONG TERM RV SITES
5000 NORTH SPRING GULCH RD
TETON COUNTY, WYOMING

SHEET TITLE:
COVER, LEGEND, NOTES
GRADING AND EROSION CONTROL
STATEMENT LEVEL

DRAFTED BY:	GP
REVIEWED BY:	TK
PLAN VERSION	DATE
DEQ APP	2016-03-11
GEC STATEMENT	2016-04-13
GEC RESUBMITTAL	2017-06-07

PROJECT NUMBER
99120.21

SHEET
C1.1

N 65°23'47" E 244.51'

N 65°23'47" E 240.97'

N 70°34'52" E 553.76'

Asphalt Path Way Digitized

Asphalt Path Way Digitized

Hydrant

HOT TAP
2" SERVICE ONTO EXISTING
10" C-900 PVC PIPE

(2) 2" CURB STOPS
2"x2"x2" TEE
AND BLOW OUT
CONNECTION

400LF 2" PE PIPE (TOTAL)
7FT BURY TO 2"x2"x2" TEE

STOCK PILE

NEW SURFACE
6" DEEP GRADE H
¾" MINUS GRAVEL
(300CY)

RV HOOK UP
(TYP)

NEW CLEAN OUT
RIM: 6346.3'
INV: 6343.55'

Bank Gulch

RECLAIM AREA TO
ORIGINAL CONDITION
MULCH AND RESEED,
OR INSTALL SOD.
TYP.
(2300SF)

8" SDR 35 PVC PIPE
295LF AT 0.45% SLOPE

2" TO ¾" REDUCER

Gravel Drive
Extents Of Plowing

2"x2"x¾" TEE
¾" IN LINE BACK FLOW PREVENTER
4" PRESSURE TREATED POST
¾" HOSE BIB (TYP)

Weather Station

2"x2"x2" TEE
(2) 2" GATE VALVES

Fuel Tank
Above Ground

Wash
Station

Control Point
No. 2
Elev.= 6343.84

CORE IN NEW
SANITARY SEWER LINE
INV IN: 6341.80'

4" SCH 40 PVC
SEWER SERVICE
2% SLOPE (TYP)

272LF STRAW WATTLE

Sewer Manhole
Rim Elev.=6345.70
Inv. Elev.=6341.70

8" SDR 35 PVC PIPE
71LF AT 0.45% SLOPE

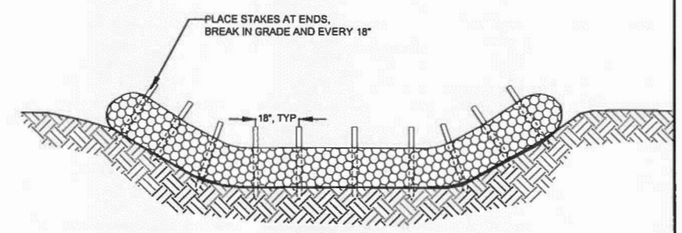
NEW SSMH
RIM: 6344.4'
INV IN: 6342.22'
INV OUT: 6342.12'

2" TO ¾" REDUCER

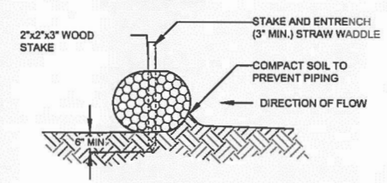
Existing
Storage
Building

FEMA
Flood Zone AE
FEMA BFE 6342'

SCALE: 1 INCH = 20 FEET
THIS SCALE VALID ONLY FOR 22x34 PRINTS



FRONT VIEW



SECTION VIEW

NOTE:

1. WATTLES LOCATED IN AREAS WHERE RUNOFF IS COLLECTED BEFORE LEAVING THE SITE. AREAS SHOWN ON THE PLANS MAY BE ADJUSTED BY ENGINEER TO LOCATE EROSION PROTECTION IN AREAS OF MAXIMUM BENEFIT. WHERE SPACE ALLOWS, PLACE WATTLES IN TWO ROWS SPACED 5' APART.

STRAW WATTLE BARRIER

NO SCALE.

JORGENSEN
JACKSON, WYOMING
307.733.5150
www.jorgensenassociates.com

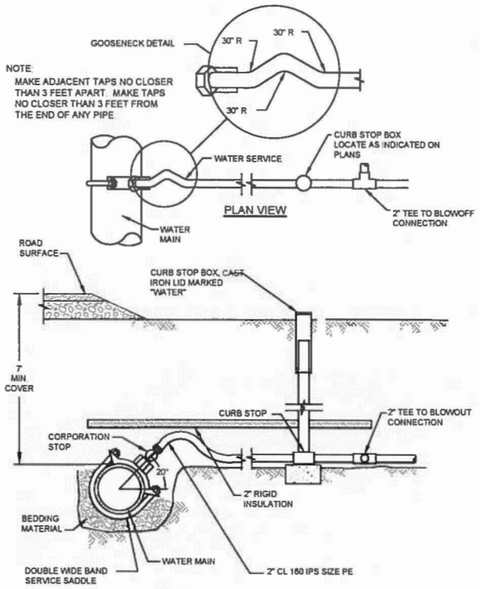
PROJECT TITLE:
JACKSON HOLE GOLF AND TENNIS
LONG TERM RV SITES
5000 NORTH SPRING GULCH RD
TETON COUNTY, WYOMING

SHEET TITLE:
SITE PLAN
GRADING AND EROSION CONTROL
STATEMENT LEVEL

DRAFTED BY:	GP
REVIEWED BY:	TK
PLAN VERSION	DATE
DEQ APP	2016-03-11
GEC STATEMENT	2016-04-13
GEC RESUBMITTAL	2017-06-07

PROJECT NUMBER
99120.21

SHEET
C1.2

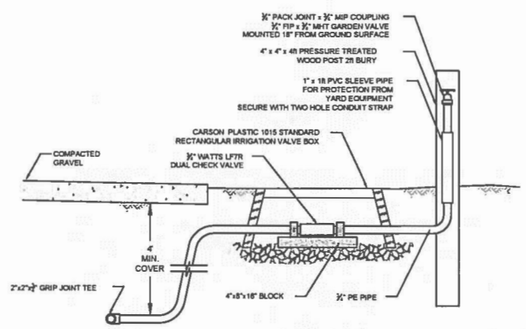


NOTE:

1. ALL BELOW GRADE FITTING TO BE BRASS
2. FITTING TO PIPE CONNECTION SHALL NE PACK JOINT COMPRESSION CONNECTION
3. VERIFY LOCATION IN FIELD WITH ENGINEER.
4. MAKE ADJACENT TAPS NO CLOSER THAN 3 FEET APART. MAKE TAPS NO CLOSER THAN 3 FEET FROM THE END OF ANY PIPE.

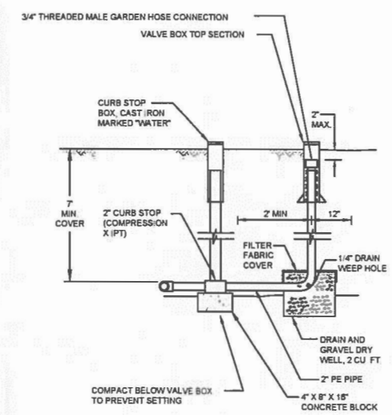
CONNECTION TO WATER MAIN DETAIL

NO SCALE



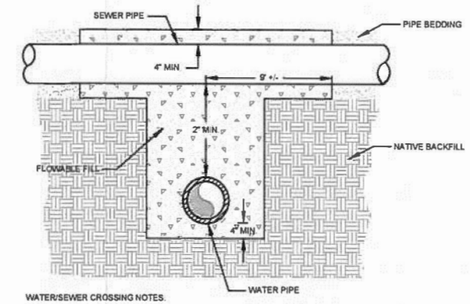
RV SITE WATER SERVICE

NO SCALE



BLOWOUT CONNECTION CROSS SECTION

NO SCALE



WATER/SEWER CROSSING NOTES.

NORMAL CONDITIONS - WATER MAINS CROSSING SANITARY SEWER MAINS, OR STORM SEWERS SHALL BE LAID ABOVE TO PROVIDE A VERTICAL SEPARATION OF AT LEAST EIGHTEEN (18) INCHES WHENEVER POSSIBLE. THE DISTANCE SHALL BE MEASURED FROM THE TOP OF THE SEWER PIPE TO THE BOTTOM OF THE WATER PIPE.

UNUSUAL CONDITIONS - WHEN LOCAL CONDITIONS PREVENT A VERTICAL SEPARATION OF AT LEAST EIGHTEEN (18) INCHES AS NOTED ABOVE, THE FOLLOWING CONSTRUCTION SHALL BE USED:

1) THE SANITARY SEWER OR STORM SEWER JOINTS SHALL BE CONSTRUCTED OF MATERIALS AND WITH JOINTS THAT ARE EQUIVALENT TO WATER MAIN STANDARDS OF CONSTRUCTION (SDR 26 OR C-900) AND SHALL BE TESTED FOR WATER TIGHTNESS BY SEWER LINE METHODS, OR

2) THE SANITARY SEWER, STORM SEWER OR WATER MAIN SHALL BE PLACED IN A SEPARATE CASING PIPE EXTENDING A MINIMUM OF NINE (9) FEET EACH SIDE OF THE CROSSING; OR

3) THE SANITARY SEWER SHALL BE ENCASED IN FLOWABLE FILL A MINIMUM OF NINE (9) FEET EACH SIDE OF CROSSING.

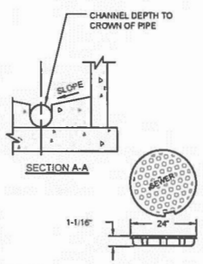
4) WATER MAINS PASSING UNDER SEWER LINES SHALL IN ADDITION TO THE ABOVE REQUIREMENTS, BE PROTECTED BY PROVIDING FLOWABLE FILL BETWEEN WATER AND SEWER LINES FOR ADDITIONAL SUPPORT.

5) FLOWABLE FILL SHALL BEAR ON UNDISTURBED SOIL AND HAVE A 28 DAY COMPRESSIVE STRENGTH OF 30 PSI TO 60 PSI. REFERENCE WYOMING PUBLIC WORKS STANDARD SPECIFICATIONS SECTION 02510.

(REF. WYOMING PUBLIC WORKS STANDARD SPECIFICATIONS)

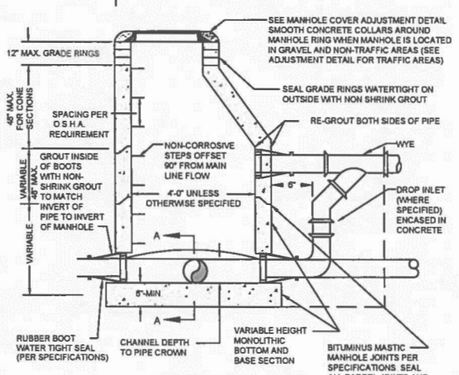
WATER / SEWER CROSSING DETAIL

NO SCALE



NOTES:

1. DROP ACROSS INVERT SHALL BE 0.10 FT. UNLESS OTHERWISE NOTED. INVERT DROPS OF LESS THAN 0.10' AND FLAT GRADE SEWER CONSTRUCTION SHALL GET 2 COATS (RED THEN GRAY) SITKAGUARD 62 EPOXY.
2. PRECAST CONCRETE MANHOLE BASES SHALL HAVE A MINIMUM THICKNESS OF 6 INCHES.
3. MANHOLE BASES SHALL BE REINFORCED TO WITHSTAND THE DEAD LOAD OF THE MANHOLE STRUCTURE AND HS-20 AASHTO LIVE LOAD.
4. REINFORCEMENT FOR PRECAST SECTIONS SHALL BE AS PER ASTM C-478
5. C.I. RING AND COVER HS-20-44 ONE VENT HOLE OR AS SHOWN ON PLAN SHEET.
6. MOUND CRUSHED GRAVEL BASE AROUND TOP OF MANHOLE AT ROAD SURFACING LOCATIONS.
7. ALL MANHOLE BASES, BARRELS, AND CONES SHALL BE VACUUM TESTED.



STANDARD MANHOLE DETAIL

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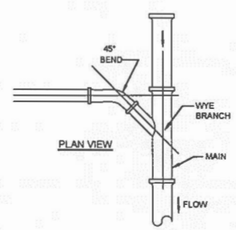
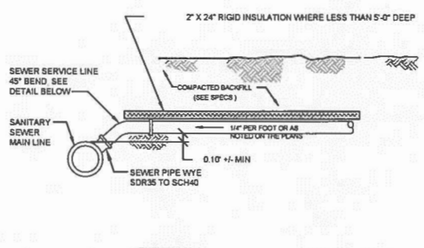
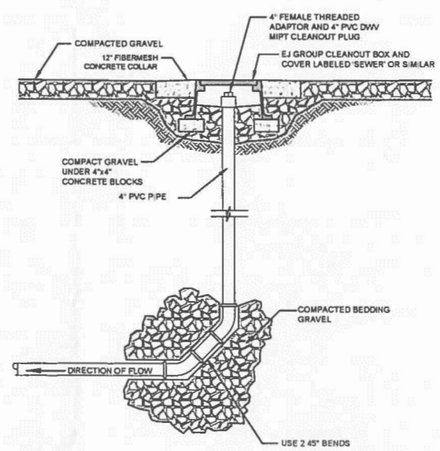




NOTE:
ALL SERVICE PIPE AND FITTINGS SHALL BE 4" SCH 40 PVC WITH RUBBER GASKET JOINTS OR AS SPECIFIED IN THE SPECIAL PROVISIONS

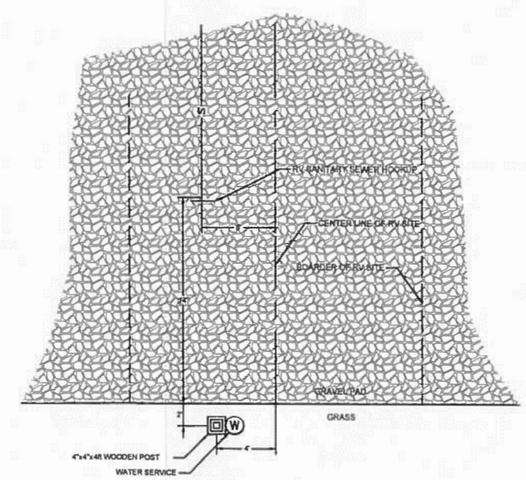
SANITARY SEWER SERVICE LINE

NO SCALE



SEWER HOOK UP DETAIL

NO SCALE



TYPICAL RV SITE UTILITIES LAYOUT

NO SCALE

JORGENSEN
JACKSON, WYOMING
307.733.5150
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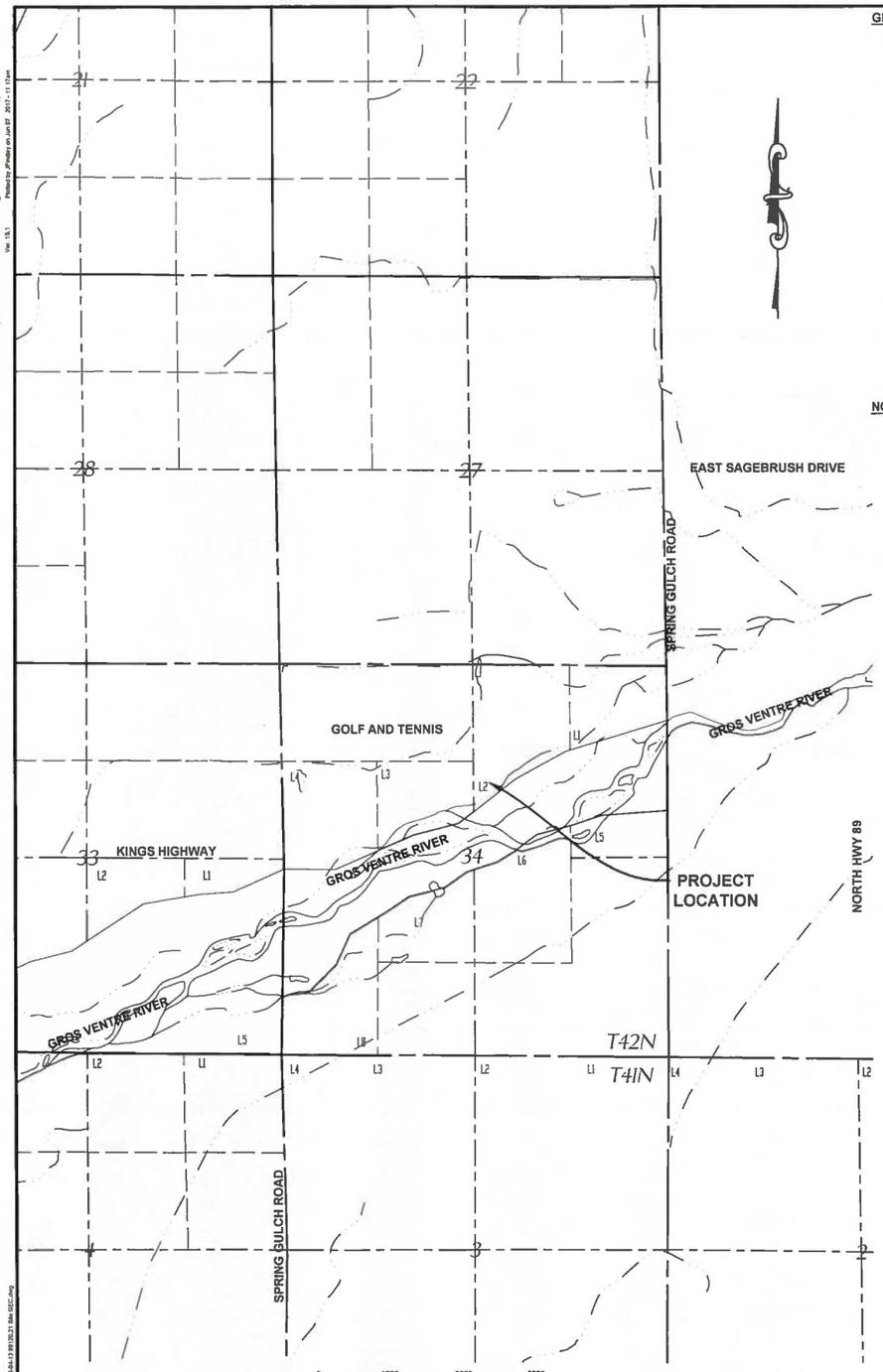
PROJECT TITLE:
JACKSON HOLE GOLF AND TENNIS
LONG TERM RV SITES
5000 SPRING GULCH RD
TETON COUNTY, WYOMING

SHEET TITLE:
DETAIL
GRADING AND EROSION CONTROL
STATEMENT LEVEL

DRAFTED BY:	GP
REVIEWED BY:	TK
PLAN VERSION	DATE
DEQ APP	2016-03-11
GEC STATEMENT	2016-04-13
GEC RESUBMITTAL	2017-06-07

PROJECT NUMBER
99120.21

SHEET
C 1.3



SHEET INDEX

SHEET	CONTENTS
C1.1	VICINITY MAP, SHEET INDEX, GENERAL NOTES
C1.2	SITE PLAN
C1.3	DETAILS

GRADING NOTES:

1. PROJECT SCOPE: CONSTRUCT GRAVEL PAD AND SERVICE FOR 13 LONG TERM RV SITES.
2. PROPERTY AREA = 278 ACRES ±
3. TOTAL AREA OF DISTURBANCE = 0.5 ACRES ±
4. FLOOD PLAINS ARE ASSOCIATED WITH THIS SITE. COORDINATION WITH LOCAL FEMA ADMINISTRATOR DETERMINED GRADING IS NOT IN FEMA FLOOD ZONE BASED UPON ANALYSIS OF ELEVATIONS.
5. THERE ARE NO DELINEATED WETLANDS PRESENTLY ON THE SITE.
6. NO LANDSLIDES OR BEDROCK SLUMPS ARE APPARENT AT THE SITE. AVALANCHE PATHS DO NOT EXTEND DOWN TO THE PROPOSED DRIVEWAY OR BUILDING SITE.
7. THE SITE IS PREDOMINATELY VEGETATED WITH WILD GRASSES, AND COTTON WOOD TRESS.
8. REVEGETATION WILL OCCUR POST CONSTRUCTION. SEE REVEGETATION SPECIFICATION.
9. CUT AND FILL SLOPES DO NOT EXCEED 2:1 AND CATCH POINTS ARE TO BE ROUNDED.
10. THE MINIMUM TRAVELED WIDTH OF THE ROADWAY SHALL NOT BE LESS THAN 24' WITH A CLEARED WIDTH (FREE OF OBSTRUCTIONS, INCLUDING VEGETATION IN EXCESS OF 12" IN HEIGHT) OF NOT LESS THAN 28'.
11. PROJECT SCHEDULE: CONSTRUCTION WILL COMMENCE ~~SPRING~~ FALL 2017 OF ~~2016~~ AND IS SCHEDULED TO BE COMPLETED BY ~~SUMMER 2016~~ FALL 2018.

NOTES:

1. WATER AND SEWER INSTALLATIONS SHALL BE IN ACCORDANCE WITH THE LATEST EDITION OF THE WYOMING PUBLIC WORKS STANDARD SPECIFICATIONS, THE CURRENT WYOMING DEPARTMENT OF ENVIRONMENTAL QUALITY, AND WATER QUALITY DIVISION RULES AND REGULATIONS.
2. CONTACT GOLF AND TENNIS (GUY EVANS OR STEVE HAWKINS, (307) 734-3855) PRIOR TO ANY WORK ON EXISTING WATER OR SEWER INFRASTRUCTURE.
3. THE LOCATION OF THE EXISTING UTILITIES AND PIPELINES SHOWN ON THE DRAWINGS IS BASED ON SURVEY PROVIDED BY PIERSON LANDWORKS. LOCATION INFORMATION IS GENERAL. THE EXACT LOCATION OF THESE FACILITIES MAY NOT BE SHOWN ACCURATELY ON THE DRAWINGS. IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO ACQUIRE THE EXACT LOCATION OF THE UTILITIES IN THE FIELD PRIOR TO EXCAVATION OR OTHER WORK THAT MAY IMPACT UTILITIES. THE CONTRACTOR WILL CALL THE UTILITY NOTIFICATION WYOMING ONE CALL AT 1-800-348-1030 FOR UTILITY LOCATIONS AT LEAST 2 BUSINESS DAYS, NOT INCLUDING THE DAY OF ACTUAL NOTIFICATION, PRIOR TO ANY EXCAVATION. THE CONTRACTOR SHALL SHOW THE NATURE, LOCATION, AND ELEVATION OF THE UTILITY ON RECORD DRAWINGS AND PROVIDE A COPY OF THE INFORMATION TO THE OWNER.
4. INVERT ELEVATIONS FOR EXISTING MANHOLE AND GROUND SURFACE AT NEW MANHOLE WILL NEED TO BE CONFIRMED IN THE FIELD PRIOR TO CONSTRUCTION.
5. MAINTAIN FLAT OR CONSISTENT GRADE ON ALL WATERLINES TO PREVENT TRAPPING AIR. NO HIGH SPOTS.
6. MAINTAIN A MINIMUM OF 10 FEET HORIZONTAL SEPARATION BETWEEN WATER PIPES AND SEWER PIPES/MANHOLES, MEASURED EDGE TO EDGE. MAINTAIN A MINIMUM OF 18 INCHES VERTICAL SEPARATION AT WATER-SEWER PIPE CROSSINGS. WHERE SEWER PIPE CROSSES ABOVE WATER PIPE, SPECIAL CONSTRUCTION IS REQUIRED.
7. CONTINUOUS RIGID TYPE A PIPELINE INSULATION SHALL BE PROVIDED OVER ALL NEW AND EXPOSED EXISTING WATER MAIN AND NEW WATER SERVICE TO BLOW OUT.
8. THE WATER AND SEWER SERVICES IN THIS PROJECT ARE NOT DESIGNED FOR WINTER OPERATION. FUTURE CHANGES TO OPERATE THE SYSTEM YEAR ROUND WILL REQUIRE IMPROVEMENTS FOR WINTER CONDITIONS.
9. TYPE 1 BEDDING MATERIAL AROUND THE PIPE FROM SIX (6) INCHES UNDER THE PIPE TO SIX (6) INCHES OVER THE PIPE SHALL BE A WELL GRADED SOIL OR GRAVEL MATERIAL. ORGANIC SOIL MATERIAL SUCH AS OL, OH, AND PT SHALL NOT BE UTILIZED FOR BEDDING MATERIAL. BEDDING MATERIAL SHALL BE FREE FROM CLODS, DEBRIS, LARGE ROCKS, AND FROZEN MATERIALS. CRUSHED ANGULAR MATERIAL SHALL BE SMALLER THAN 1". NATURALLY OCCURRING ROUNDED BEDDING MATERIAL SHALL NOT EXCEED 1½" IN MAXIMUM DIMENSION. NO MATERIAL LARGER THAN 3" SHALL BE PLACED WITHIN 2FT. OF THE PIPE. WHERE WET OR OTHERWISE UNSTABLE CONDITIONS EXIST, THE BEDDING MATERIAL SHALL IN ADDITION TO THE ABOVE, BE FREE DRAINING, NON-PLASTIC MATERIAL HAVING A MAXIMUM OF TEN PERCENT (10%) PASSING THE NUMBER 4 SIEVE AND A MAXIMUM OF FOUR PERCENT (4%) PASSING THE NUMBER 200 SIEVE. CONTRACTOR MAY PROCESS BEDDING MATERIAL FROM THE TRENCH EXCAVATION PROVIDED SUITABLE MATERIALS ARE AVAILABLE AND THE ABOVE SPECIFICATIONS ARE MET. BEDDING FOR HDPE PIPE SHALL MEET MANUFACTURERS RECOMMENDATIONS.
10. ALL TRENCH BACKFILL SHALL BE TYPE A WITHIN 7 FEET OF ANY TRAVELED WAY. MATERIALS USED FOR BEDDING AND BACKFILL SHALL BE CAREFULLY DEPOSITED IN LAYERS SUITABLE TO THE EQUIPMENT USED FOR COMPACTION, WETTED TO 3% BELOW TO 2% ABOVE OPTIMUM MOISTURE CONTENT, AND COMPACTED TO AT LEAST 96% OF MAXIMUM DENSITY AS DETERMINED BY AASHTO T-99 (STANDARD PROCTOR). COMPACTION BY FLOODING WILL NOT BE PERMITTED. TYPE B TRENCH BACKFILL SHALL NOT BE ALLOWED, UNLESS AUTHORIZED BY THE ENGINEER.
11. NO MORE THAN 50 FEET OF OPEN TRENCH SHALL BE PERMITTED WHEN THE CONTRACTOR'S PIPE INSTALLATION OPERATION IS INACTIVE. ALL OPEN TRENCH AREAS SHALL BE BARRICADED WITH SAFETY FENCE WHEN CONTRACTOR'S PIPE INSTALLATION CREW IS INACTIVE.
12. WATER LINES CONSTRUCTION SHALL INCLUDE DISINFECTION ACCORDING TO WPWSS 02675, AWWA C-651. THE CONTINUOUS FEED, OR SLUG METHOD ARE THE PREFERRED FOR DISINFECTION. THE TABLET METHOD SHALL NOT BE USED FOR DISINFECTION.
13. DISINFECTION OF WATER LINES SHALL OCCUR AFTER CONSTRUCTION AND EVERY SPRING WHEN WATER SYSTEM IS PLACED BACK INTO SERVICE.
14. WATER UTILIZED FOR DISINFECTING THE WATER LINES SHALL BE FLUSHED THROUGH ALL SERVICE BIBS. FLUSHING WATER SHALL NOT BE ALLOWED TO ENTER LIVE STREAMS OR IRRIGATION DITCHES. DISPOSAL OF CHLORINATED WATER SHALL CONFORM TO THE REQUIREMENTS OF THE WATER QUALITY DIVISION OF THE WYOMING DEPARTMENT OF ENVIRONMENTAL QUALITY.
15. WATER SAMPLES FOR BACTERIOLOGICAL TESTING SHALL BE OBTAINED FROM BLOW OFFS OR WATER SERVICES AT THE END OF EACH WATER MAIN EXTENSION AND AT INTERMEDIATE POINTS DESIGNATED BY ENGINEER.
16. PRESSURE TESTING SHALL CONFORM TO WPWSS SECTION 02670.
17. ENGINEER SHALL BE CONTACTED PRIOR TO CONSTRUCTION TO PROVIDE CONSTRUCTION OBSERVATION, AND PRIOR TO TESTING TO WITNESS TESTING.

REVEGITATION SUGGESTIONS:

1. GRADE DISTURBED AREAS AS INDICATED ON THE PLAN. WHERE GRADING ABUTS AN EXISTING GRADE, PROVIDE FOR A SMOOTH ROUNDED TRANSITION. SCARIFY COMPACTED SUBGRADE TO PERMIT PLANT GROWTH. THOROUGHLY RAKE SOIL - REMOVE CLUMPS OF DIRT AND ROCKS LARGER THAN 3" IN DIAMETER.
2. PRIOR TO TOPSOIL APPLICATION, THE ENTIRE AREA TO BE SEEDED SHALL BE MADE SUITABLE, BY TILLING OR RAKING, FOR GOOD BONDING BETWEEN SUBGRADE MATERIAL AND TOPSOIL. RECLAMATION SEEDING AREAS NOT RECEIVING TOPSOIL, SHALL BE MADE SUITABLE FOR SEEDING BY TILLING OR RAKING. HARD PACKED OR CAKED TOPSOIL SURFACES SHALL BE SCARIFIED OR DISKED PRIOR TO SEEDING. REMOVE FOREIGN MATERIALS, WEEDS AND UNDESIRABLE PLANTS FROM PREPARED SOIL PRIOR TO SEEDING.
3. ON ALL DISTURBED AREAS, TOPSOIL IS NECESSARY TO INCREASE CHANCES OF SEED GERMINATION. A LAYER OF CLEAN TOPSOIL A MINIMUM OF 4" DEEP SHALL BE APPLIED PRIOR TO SEEDING.
4. MATERIALS AND INSTALLATION:
5. FERTILIZER SHALL BE 10-6-4 OR APPROVED ALTERNATE, FREE OF HERBICIDES, AND SHALL BE DELIVERED TO THE SITE IN UNOPENED CONTAINERS BEARING THE MANUFACTURER'S GUARANTEE OF ANALYSIS. FERTILIZER SHALL BE SPREAD AT A RATE OF TEN (10) POUNDS PER ONE THOUSAND (1000) SQUARE FEET, AND THOROUGHLY INCORPORATED INTO THE SOIL PRIOR TO SEEDING.
6. SEED SHALL BE FRESH, PURE LIVE SEED, OF THE LATEST CROP, AND COMPOSED OF SITE SPECIFIC INDIGENOUS SEED MIXTURES.
7. SPREAD SEED MIX AT THE RATE INDICATED. SEED SHALL BE SOWN IN THE FALL AFTER OCTOBER 15 OR BEFORE MAY 15 OR GERMINATED AND WATERED WITH IRRIGATION. SEED SHALL BE UNIFORMLY DISTRIBUTED OVER THE SURFACE BY APPROVED MECHANICAL BROADCASTING DEVICES AND GROUND SHALL BE IMMEDIATELY RAKED OR DRAGGED TO COVER THE SEED. SEED SHALL NOT BE APPLIED DURING HIGH WINDS AND CARE SHALL BE TAKEN TO PROTECT EXISTING IMPROVEMENTS. AFTER SEEDING, THE SURFACE OF THE SOIL SHALL BE THOROUGHLY RAKED WITH A FINE-TOOTHED RAKE TO INCORPORATE SEED INTO TOPSOIL.
8. ALL SEED SHALL COMPLY WITH WYOMING SEED LAW. SEED SHALL BE PURCHASED FROM A DEALER LICENSED WITH THE WYOMING DEPARTMENT OF AGRICULTURE. CERTIFICATIONS FOR THE SEED MIX SHALL BE PROVIDED TO THE ENGINEER PRIOR TO SEEDING.

LEGEND

EXISTING	PROPOSED	
		PROPERTY LINE
		ROAD EASEMENTS
		BUILDING
		ROAD
		DRIVEWAY
		TRAILER PAD
		MINOR CONTOUR
		MAJOR CONTOUR
		SEWER LINES
		WATER LINES
		SANITARY SEWER MANHOLE
		SANITARY SEWER CLEANOUT
		RV SEWER HOOKUP
		FIRE HYDRANT
		WATER VALVE
		WATER SERVICE
		WATER BLOWOUT CONNECTION

APPLICANTS & OWNERS:
Jackson Hole Golf & Tennis
5000 N.Spring Gulch RD
Jackson, Wyoming 83001
307-734-3855

SURVEYOR & LAND PLANNING
Pierson Land Works LLC
160 South Willow St.
Jackson, Wyoming 83001
307-733-5429

ENGINEER:
Jorgensen Associates, P.C.
1315 Highway 89 South, Suite 201; 83001
P.O. Box 9550
Jackson, Wyoming 83002
307-733-5150

GRADING AND EROSION CONTROL STATEMENT LEVEL

JACKSON HOLE GOLF AND TENNIS LONG TERM EMPLOYEE RV SITES

Located Within
SW¼ NE¼, Section 34, T.42N, R.116W
6th Principal Meridian
Teton County, Wyoming

JORGENSEN
JACKSON, WYOMING
307-733-5150
www.jorgensenassociates.com

Professional Engineer (Civil)
GALEN A. PARKE
13600
Date 6/23/17
WYOMING

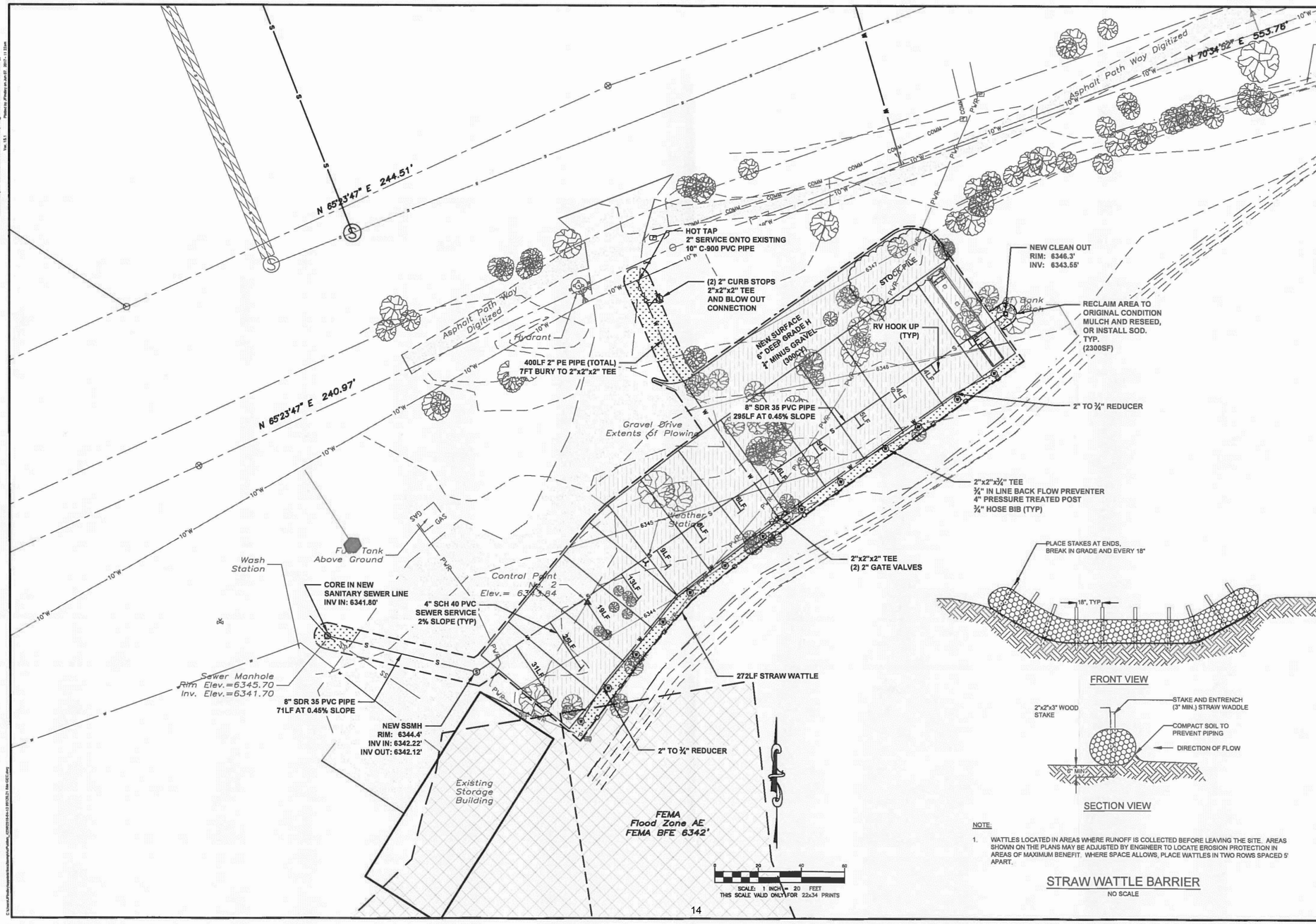
PROJECT TITLE:
JACKSON HOLE GOLF AND TENNIS
LONG TERM RV SITES
5000 NORTH SPRING GULCH RD
TETON COUNTY, WYOMING

SHEET TITLE:
COVER, LEGEND, NOTES
GRADING AND EROSION CONTROL
STATEMENT LEVEL

DRAFTED BY:	GP
REVIEWED BY:	TK
PLAN VERSION	DATE
DEQ APP	2016-03-11
GEC STATEMENT	2016-04-13
GEC RESUBMITTAL	2017-06-07

PROJECT NUMBER
99120.21

SHEET
C1.1



NOTE:

1. WATTLES LOCATED IN AREAS WHERE RUNOFF IS COLLECTED BEFORE LEAVING THE SITE. AREAS SHOWN ON THE PLANS MAY BE ADJUSTED BY ENGINEER TO LOCATE EROSION PROTECTION IN AREAS OF MAXIMUM BENEFIT. WHERE SPACE ALLOWS, PLACE WATTLES IN TWO ROWS SPACED 5' APART.

STRAW WATTLE BARRIER

NO SCALE

JORGENSEN
JACKSON, WYOMING
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www.jorgensenassociates.com

PROJECT TITLE:
JACKSON HOLE GOLF AND TENNIS
LONG TERM RV SITES
5000 NORTH SPRING GULCH RD
TETON COUNTY, WYOMING

SHEET TITLE:
SITE PLAN
GRADING AND EROSION CONTROL
STATEMENT LEVEL

DRAFTED BY:	GP
REVIEWED BY:	TK
PLAN VERSION	DATE
DEQ APP	2016-03-11
GEC STATEMENT	2016-04-13
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PROJECT NUMBER
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SHEET
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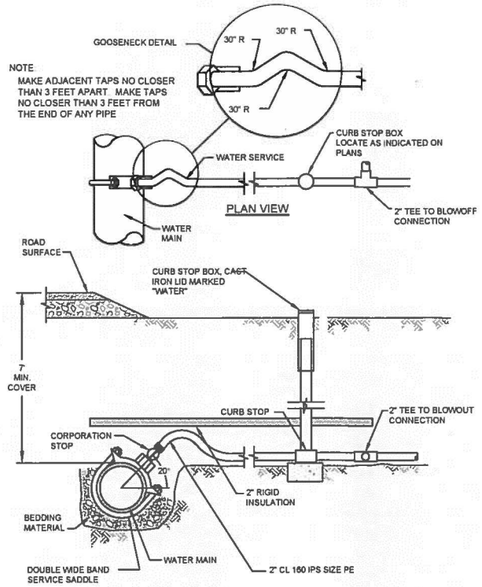
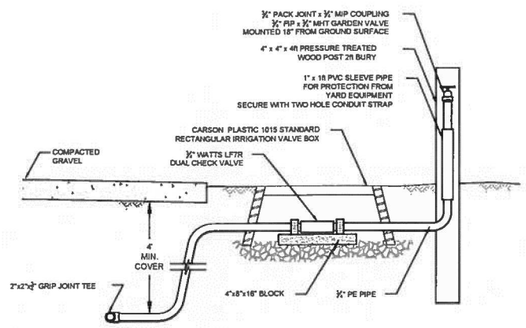


NOTE

1. ALL BELOW GRADE FITTING TO BE BRASS
2. FITTING TO PIPE CONNECTION SHALL NE PACK JOINT COMPRESSION CONNECTION.
3. VERIFY LOCATION IN FIELD WITH ENGINEER.
4. MAKE ADJACENT TAPS NO CLOSER THAN 3 FEET APART. MAKE TAPS NO CLOSER THAN 3 FEET FROM THE END OF ANY PIPE.

CONNECTION TO WATER MAIN DETAIL

NO SCALE



RV SITE WATER SERVICE

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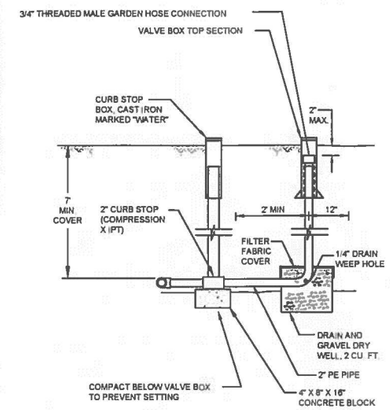

BLOWOUT CONNECTION CROSS SECTION

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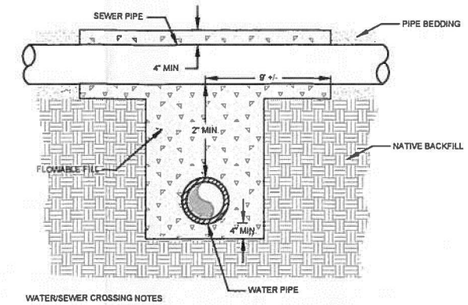

WATER/SEWER CROSSING NOTES

NORMAL CONDITIONS - WATER MAINS CROSSING SANITARY SEWER MAINS, OR STORM SEWERS SHALL BE LAID ABOVE TO PROVIDE A VERTICAL SEPARATION OF AT LEAST EIGHTEEN (18) INCHES WHENEVER POSSIBLE. THE DISTANCE SHALL BE MEASURED FROM THE TOP OF THE SEWER PIPE TO THE BOTTOM OF THE WATER PIPE.

UNUSUAL CONDITIONS - WHEN LOCAL CONDITIONS PREVENT A VERTICAL SEPARATION OF AT LEAST EIGHTEEN (18) INCHES AS NOTED ABOVE, THE FOLLOWING CONSTRUCTION SHALL BE USED:

1) THE SANITARY SEWER OR STORM SEWER JOINTS SHALL BE CONSTRUCTED OF MATERIALS AND WITH JOINTS THAT ARE EQUIVALENT TO WATER MAIN STANDARDS OF CONSTRUCTION (SDR 26 OR C-900) AND SHALL BE TESTED FOR WATER TIGHTNESS BY SEWER LINE METHODS; OR

2) THE SANITARY SEWER, STORM SEWER OR WATER MAIN SHALL BE PLACED IN A SEPARATE CASING PIPE EXTENDING A MINIMUM OF NINE (9) FEET EACH SIDE OF THE CROSSING; OR

3) THE SANITARY SEWER SHALL BE ENCASED IN FLOWABLE FILL A MINIMUM OF NINE (9) FEET EACH SIDE OF CROSSING.

4) WATER MAINS PASSING UNDER SEWER LINES SHALL IN ADDITION TO THE ABOVE REQUIREMENTS, BE PROTECTED BY PROVIDING FLOWABLE FILL BETWEEN WATER AND SEWER LINES FOR ADDITIONAL SUPPORT.

5) FLOWABLE FILL SHALL BEAR ON UNDISTURBED SOIL AND HAVE A 28 DAY COMPRESSIVE STRENGTH OF 30 PSI TO 60 PSI. REFERENCE WYOMING PUBLIC WORKS STANDARD SPECIFICATIONS SECTION 02510.

(REF. WYOMING PUBLIC WORKS STANDARD SPECIFICATIONS)

WATER / SEWER CROSSING DETAIL

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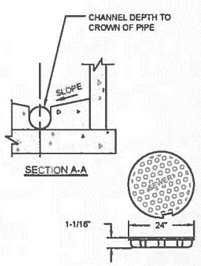

NOTES:

1. DROP ACROSS INVERT SHALL BE 0.10 FT. UNLESS OTHERWISE NOTED. INVERT DROPS OF LESS THAN 0.10' AND FLAT GRADE SEWER CONSTRUCTION SHALL GET 2 COATS (RED THEN GRAY) SITKAGUARD 62 EPOXY.
2. PRECAST CONCRETE MANHOLE BASES SHALL HAVE A MINIMUM THICKNESS OF 6 INCHES.
3. MANHOLE BASES SHALL BE REINFORCED TO WITHSTAND THE DEAD LOAD OF THE MANHOLE STRUCTURE AND HS-20 AASHTO LIVE LOAD.
4. REINFORCEMENT FOR PRECAST SECTIONS SHALL BE AS PER ASTM C-478
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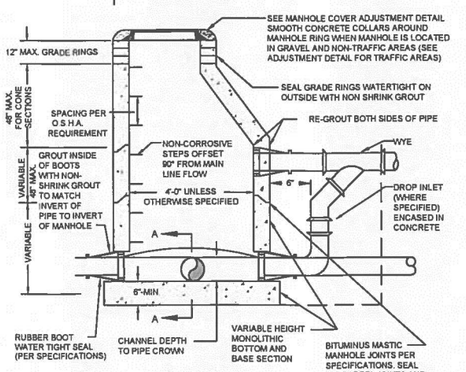

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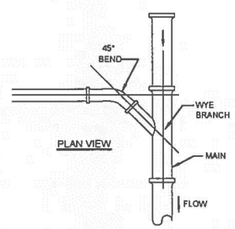

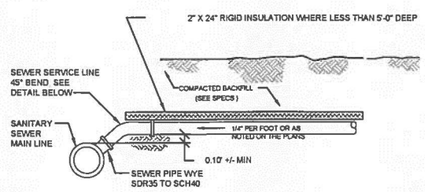

NOTE

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SANITARY SEWER SERVICE LINE

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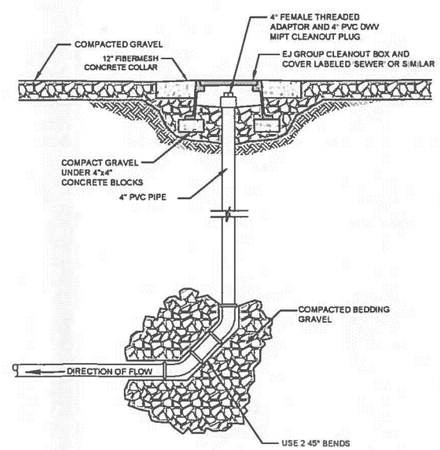

SEWER HOOK UP DETAIL

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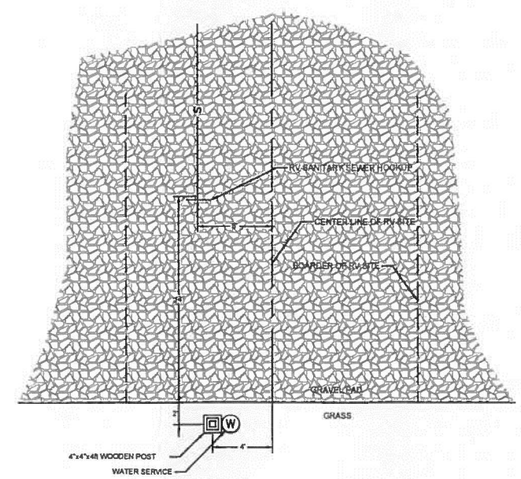

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NO SCALE

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99120.21

SHEET
C 1.3

Planning Commission - Staff Report

Subject: PUD2018-0001: Amendment to Jackson Hole Golf and Tennis Master Plan

Agent: Y2 Consultants
Applicant /Property Owner: Jackson Hole Golf and Tennis Resort, LLC

Presenter: Roby Hurley

REQUESTED ACTION

Jackson Hole Golf and Tennis is requesting to amend the Resort Master Plan by submitting the following application:

- Amend the Jackson Hole Golf and Tennis Master Plan (Master Plan) pursuant to Sections 8.7.3 and 4.3.1.D. of the Teton County Land Development Regulations, Planned Unit Development (PUD) (PUD2018-0001)

The application states that the applicant proposes to amend the Master Plan, based on the following changes:

I. To further define the physical area and use standards associated with the Golf Maintenance/Employee Housing site identified within the previously approved PUD for JHGTC, the subject property of this application.

II. To add cellular, wireless telephone utilities to the list of utility services in the Golf Maintenance/Employee Housing site.

III. To establish a 15 foot setback from a river channel in the Golf Maintenance/Employee Housing site.

The application includes the 2 sets of findings associated with a PUD application (Section 8.7.3 and 4.3.1.D), a PUD Site Plan Map and a Master Site Plan.

Definitions and Abbreviations:

Jackson Hole Golf and Tennis Resort (JHGT) – The applicant
Golf Maintenance and Employee Housing Area (GMEH) - The area subject to the amendment

BACKGROUND/DESCRIPTION

PROJECT DESCRIPTION

JHGT is requesting an amendment to its current 2002 Resort Master Plan to further define the physical area and use standards associated with the Golf Maintenance/Employee Housing site identified within the previously approved PUD for JHGT. No other changes are proposed for the Master Plan amendment and no physical development is proposed. Specifically, JHGT requests the following amendments to the Master Plan:

- Replace the current artist's rendering of the GMEH area with a site plan map of the 6.3 acre area to be identified in the Master Plan as *Golf Maintenance/Employee Housing Site Plan*
- Revise Section 4 Housing Requirements section to broaden the types of housing strategies to accommodate workforce housing in the GMEH site
- Revise the Use Program/ Dimensional Limitation Plan table to include Cellular wireless services to the list of uses and identify dimensional limitations in the GMEH site

- Revise the Use Program/ Dimensional Limitation Plan table to include a 15 foot setback from a river channel in the Golf Maintenance/Employee Housing site

EXISTING CONDITIONS AND RESORT HISTORY

The subject property, owned by Vail Resorts, Jackson Hole Golf and Tennis Club Inc., is part of a Planned Resort located on Spring Gulch Road containing residential and recreational uses. The Golf Maintenance/Employee Housing Area (GMEH), identified in the Master Plan, is located on Lot 49 on the east side of Spring Gulch Rd. The site contains previously approved employee housing and maintenance structures. Today, the GMEH grounds consist of the Golf Maintenance Building, Equipment Yard, Manager's Residence, Employee Housing Dormitory, a Maintenance Out-Building, Potable Water Well Building, Trash/Recycling Enclosure, FAA Monitoring Tower, LVE Overhead Powerline Infrastructure, multiple potable water well heads and two-track roads for interior circulation between all aforementioned structures. In addition to the existing structures, the previously approved JHGTC Resort Master Site Plan Overview depicts and shows allowances for a 3,000 s.f. Administrative Building and an additional 8,000 s.f. Maintenance Building to be located within the GMEH site.

In December 1997, the Grand Teton Lodge Company, was granted approval for a text amendment, initiating the Master Plan process, subject to the regulations at the time. PUD1998-0001 was approved establishing a Planned Unit Development for Planned Resort. JHGT became a new resort district through a zoning map amendment, September 2002 as AMD2002-0003. The Proposed Site Plan Overview of the amended Master Plan revealed a location for future employee housing identified as Golf Maintenance/Employee Housing. JHGT received permit number DEV2003-0014, for the development of permanent employee housing located within the identified GMEH. On February 2, 2010, JHGT received Final Plat approval for affordable housing units to be located on the east side of Spring Gulch Rd. As part of the review process prior to Final Plat approval for the affordable units, an Environmental Analysis (EVA2008-0007) was approved.

An Environmental Analysis (EVA2017-0033) was completed in March 2018 focusing on the Golf Maintenance/Employee Housing site and its immediate vicinity and focused on permanent employee housing units. EVA2017-0033 was an update of the proceeding EVA2016-0022 that focused on the same area, but as a seasonal housing use. EVA2016-0022 contains existing natural resource conditions at length including, but not limited to: Soils, Surface Hydrology, Wetlands, Vegetative Cover-types, Wildlife, and Endangered Species. EVA2017-0033 included an update of the habitat inventory and a development impact analysis. The environmental analysis included review of a remnant river channel formerly considered a ditch that is discussed below and in the Key Issues section of this staff report.

The current uses on the 6.3 acre site are golf course maintenance and employee housing, and the site contains related structures for both uses. Additional site development includes gravel parking and staging areas, wash stations, fuel tanks and a public pathway. The site represents developed woodlands with numerous overstory cottonwood trees. The subject property contains three separate accesses from Spring Gulch Road. To the rear or east of the site is a remnant river channel. All existing uses and physical development are considered conforming with the exception of physical development encroachment into the 150 foot river setback. When the GMEH site was developed it was considered conforming because the river channel was identified as a ditch, only requiring a 15 foot setback. Historically, all development along the channel was setback only 15 feet including the workforce housing northeast of the GMEH area. The recent Environmental Analysis determined that the ditch is a side channel of the Gros Ventre River, and as a result, most development in the GMEH area is non-conforming as

illustrated in the map below. The PUD amendment application proposes an alternative setback to address this non-conformity.

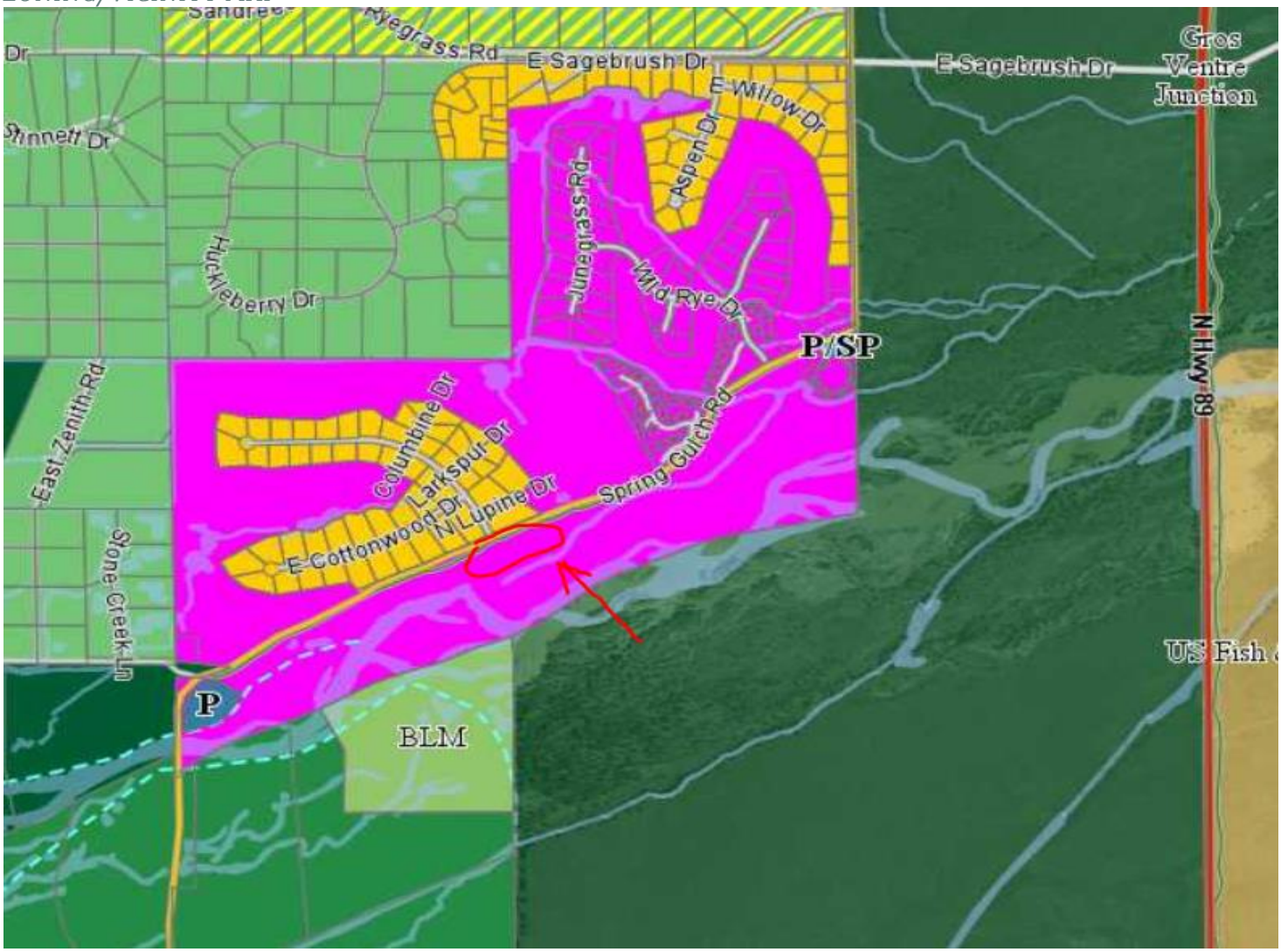
LOCATION

The subject property is located at 5000 N. Spring Gulch Rd, generally located on the east side of Spring Gulch Road, approximately 1 mile south of the East Sage Brush Drive intersection.

Legal Description:	SEC. 34, TWP. 42N, RNG. 116W
PIDN:	22-42-16-27-4-15-001
Site Size:	6.3 acres
Character District:	9: County Valley
Subarea:	9.1 Jackson Hole Golf and Tennis
Zone:	Planned Resort (PR)
Overlay:	Natural Resources Overlay (NRO)

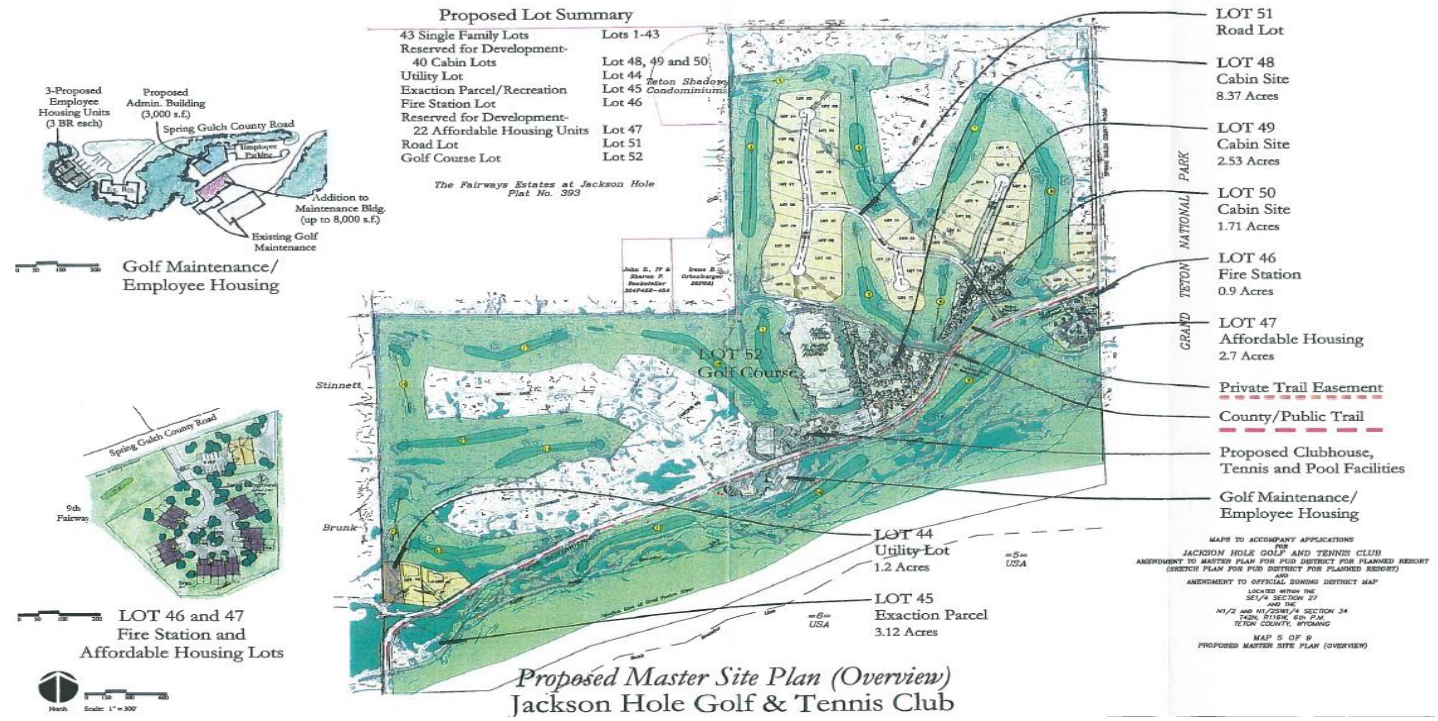
Planning Commission - Staff Report

ZONING/VICINITY MAP

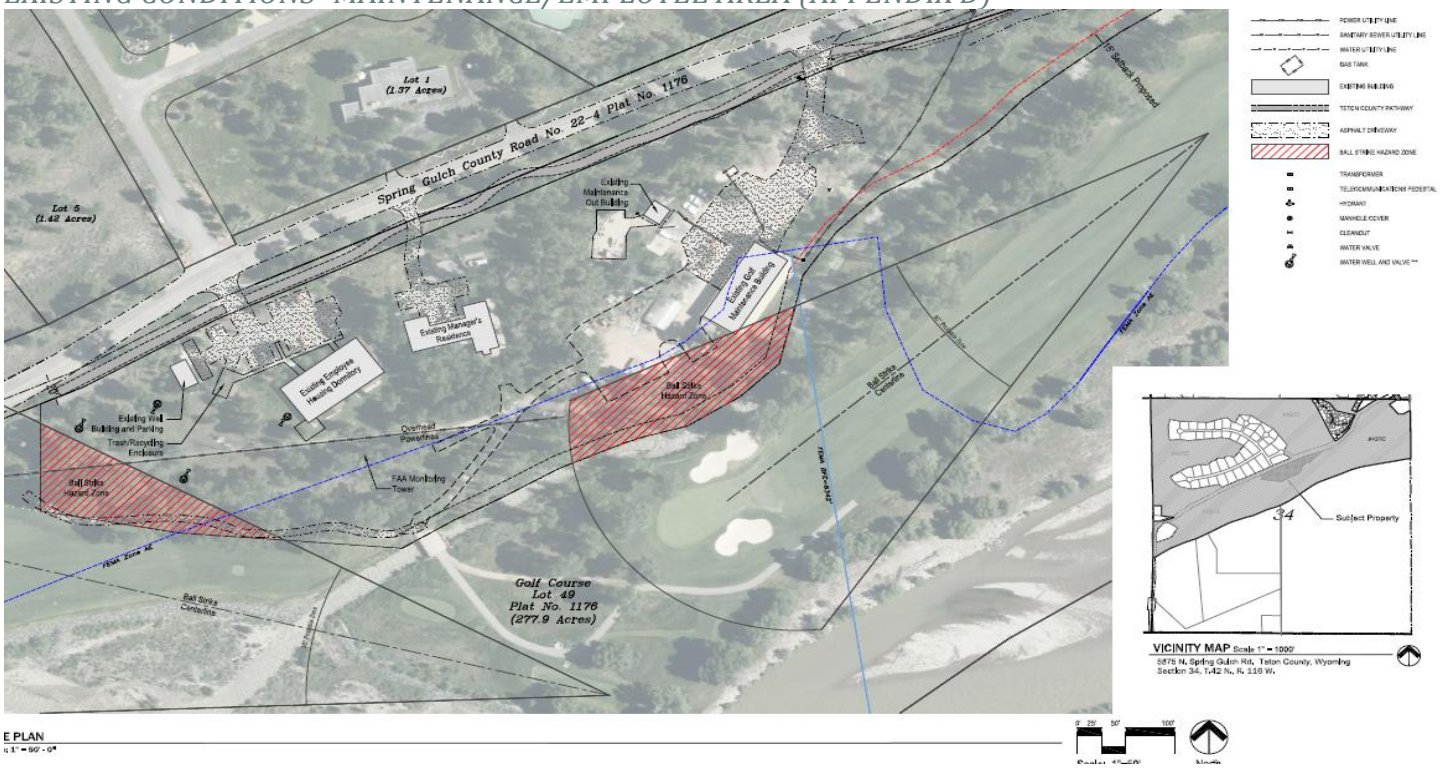


Planning Commission - Staff Report

CURRENT MASTER PLAN MAP

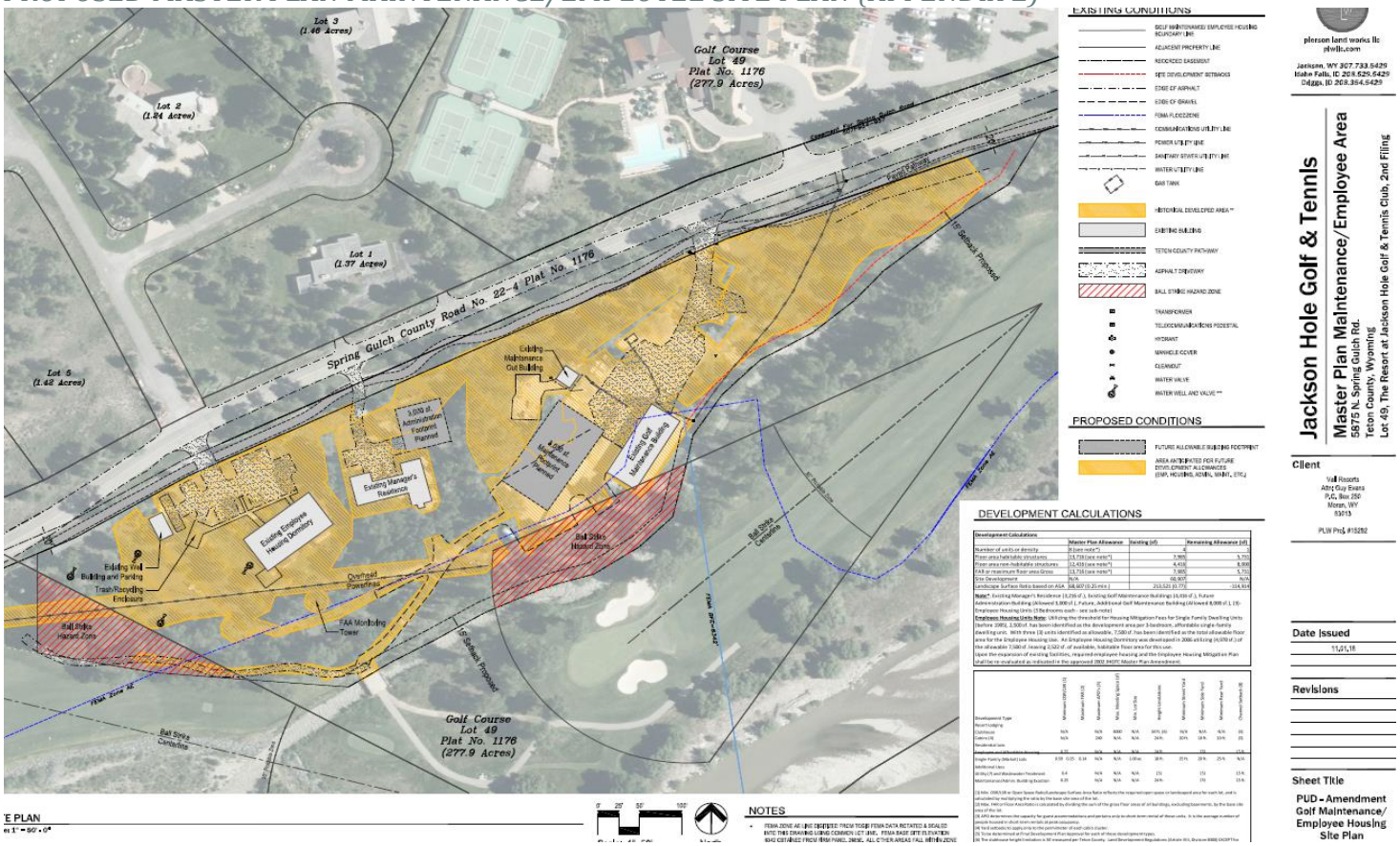


EXISTING CONDITIONS- MAINTENANCE/EMPLOYEE AREA (APPENDIX D)



Planning Commission - Staff Report

PROPOSED MASTER PLAN MAINTENANCE/EMPLOYEE SITE PLAN (APPENDIX E)



STAFF ANALYSIS

PUD2018-0001 Planned Unit Development to amend a master plan

The application to amend the Master Plan contains four (4) sections proposed to be modified. The stated purpose of the application is to further define the physical area and use standards associated with the Golf Maintenance/Employee Housing site identified within the previously approved PUD for JHGTC, the subject property of this application. Staff has identified Key Issues in this section of the report.

The first amendment is to replace the current artist's rendering of the GMEH area with a site plan map of the 6.3 acre area to be identified in the Master Plan as *Golf Maintenance/Employee Housing Site Plan.* As depicted above, the Current Master Plan Map or artist's rendering includes the entire Resort with a small enlargement of the GMEH area and does not closely depict or define the GMEH area. The proposed GMEH area identifies a specific 6.3 acre area and includes existing and planned structures, disturbed areas, infrastructure, access points, golf ball strike hazard zones and utilities. This application proposes to create a physical boundary shaped by Spring Gulch Road's easement to the north, golf course playable zones to the west and southwest and the remnant river channel to the south and southeast. The Site Plan also identifies the proposed 15 foot channel setback discussed below. In addition the Site Plan was used to demonstrate the Natural Resources Overlay in the 2017

Environmental Analysis (EVA2017-0033) submitted with this application. The Site Plan represents an improvement over the current Master Plan artist's rendering as it includes greater specificity.

The second amendment is to revise the Use Program/Dimensional Limitation Plan table to include Cellular wireless services to the list of uses and identify dimensional limitations. The application contains the following statement: *The applicant proposes to add cellular, wireless telephone utilities to this list of utility services as this technology was not anticipated previously in 2002. Over time, this technology was found to be necessary and infrastructure now exists in the clubhouse structure. Any modification or addition to this utility service would also need to be designed and permitted with Teton County in accordance with the LDRs. This proposed service is listed in the updated Use Program/Dimensional Limitation Plan table in the General Information Section of this document and is proposed to replace the 2002 PUD Master Plan's Dimensional Limitation Plan table as described in the following section.*

Development Type	Minimum OSR/LSR (1)	Maximum FAR (2)	Maximum APO's (3)	Max. Meeting Space (sf	Min. Lot Size	Height Limitations	Minimum Street Yard	Minimum Side Yard	Minimum Rear Yard	Channel Setback (8)
Resort Lodging										
Clubhouse	N/A		N/A	4000	N/A	34 ft. (6)	N/A	N/A	N/A	(5)
Cabins (4)	N/A		240	N/A	N/A	24 ft.	20 ft.	10 ft.	10 ft.	(5)
Residential Lots										
Employee and Affordable Housing	0.25		N/A	N/A	N/A	24 ft.		(5)		15 ft.
Single-Family (Market) Lots	0.59 0.25	0.14	N/A	N/A	1.00 ac	18 ft.	25 ft.	20 ft.	25 ft.	N/A
Additional Uses										
Utility (7) and Wastewater Treatment	0.4		N/A	N/A	N/A	(5)		(5)		15 ft.
Maintainance/Admin. Building Exaction	0.25		N/A	N/A	N/A	24 ft.		(5)		15 ft.

(5) To be determined at physical development permit level for each of these development types.
(7) Utility services includes, but are not limited to: Potable water, Sanitary sewer, Electrical connections, Cellular-wireless services.
(8) The Nigger Irrigation Channel flows along the southern boundary of the Golf Maintenance/Employee Housing Site. In accordance with prior approvals under the PUD Resort Master Plan the presumption has been that this watercourse carry a 15 foot setback from the top of bank as shown on the PUD Amendment - Golf Maintenance/Employee Housing Site Plan (Appendix E). Setbacks identified in this table follow prior County approvals and proposes that continued adherence to this 15 foot setback for uses identified here be acknowledged as well. Construction disturbances shall not encroach in this buffer.

The changes to the Master Plan's Dimensional Limitation Plan table will establish a clear allowance for cellular services uses. The Master Plan amendment adopts Teton County Wireless Communication Facilities LDRs by reference.

The third amendment proposes to revise the Use Program/Dimensional Limitation Plan table to include a 15 foot setback from a river channel in the Golf Maintenance/Employee Housing site. A Gros Ventre River channel originates at an upstream diversion point on the Gros Ventre River north of Highway 89 and flows seasonally (May through October) through the rear or eastern side of the site. The named channel is managed like a ditch. It has

numerous diversions and in channel control structures but its fluvial geomorphology resembles that of a stream or side channel. The recent EA (EVA2017-0033) and previous EAs and the associated physical development reviews considered the Channel a ditch. This includes the Golf and Tennis Affordable Housing Condominium project (S/D2009-0015). In past assessments and plans for the GMEH Area by Biota (1995, 2002, 2008), Pioneer Environmental Services (2011), Jorgensen Associates P.C. (2016), and Pierson Land Works, LLC (2016) the Channel was considered to be an irrigation ditch, rather than a side channel of the Gros Ventre River. During the most recent Plan Review Committee review for EVA2017-0033, Teton Conservation District identified the waterbody as a river side channel. This identification was confirmed by the State Engineers Office. The 2016 Wetland determination by Biota Research and Consulting identified a wetland fringe in the channel as "clearly irrigation induced". The previous maintenance and employee housing applications located improvements in compliance with the 15 foot ditch setback. If the channel is considered a river channel, then the setback is 150 feet making the existing improvements non-compliant.

The fourth amendment proposes to revise Section 4 Housing Requirements section to broaden the types of housing strategies to accommodate workforce housing. Townhouse style housing units are deleted from the proposed plan and replaced with apartments, dormitories, modular units, duplexes & triplexes and accommodations for recreational or similar vehicles. All units would be available for long term rental except recreational vehicles which would be available for seasonal employees for shorter duration. JHGT had previously met all affordable and employee mitigation requirements and provides additional housing in various off site locations for employees. The proposed amendment provides housing on the site of employment promoting walking to work and reducing vehicle miles traveled.

The Planning Director notes that the current Master Plan contains strikeouts and additions from the 2002 approval. A condition is recommended to require a clean final updated Master Plan be provided and approved by the Planning Director and the Teton County Attorney's Office, as part of this master plan amendment which would be referenced in a recorded document or affidavit of the Planning Director.

RECOMMENDED REVIEW FORMAT

Staff recommends the following format for the Planning Commission's review of the proposed amendment. This format has been successfully used to review previous amendments to the Land Development Regulations (LDRs) and Master Plans that include many different components and will assist to efficiently review this application.

1. *Staff Presentation.* Staff will not go through each of the amendment sections, but will highlight the general categories of the amendments and discuss the key issues identified below.
2. *Applicant Presentation.* The applicant will have an opportunity to identify the rationale and need for the amendments.
3. *Public Comment.* As with all public hearings, the Chair will invite public comment on the proposal. Once public comment is closed, Staff or the applicant will answer any additional questions that arise during public comment.
4. *Identify the Amendments to Discuss.* In the Key Issues section below, Staff has described one issue for the Planning Commission to discuss. Beyond the issue, Staff recommends Planning Commissioners each identify the issues they would like to discuss, consenting to any issue or amendment not discussed as part of the Planning Commissioner's approval.

5. *Straw Poll Discussion Items.* Staff recommends the Planning Commission then discuss each of the amendments identified and take a straw poll whether to include, include with modifications, or remove the amendment from the approval motion.

6. *Motion.* Once all of the discussion items have been straw polled, staff recommends the Planning Commission make a motion to approve the application subject to the straw polls.

Standards applying to all planned resorts, LDR Section 4.3.1.F of the LDRs.

1. **Consistency with Comprehensive Plan-** See 8.7.3.D.1. Findings below
2. **Compliance with LDRs-** The amendment proposes changes to uses and setbacks in the GMEH area. Where the Resort Master Plan is silent, the standards of the current zone most similar to the Planned Resort shall apply.
3. **Statement of Purpose**- No Change
4. **Master Site Plan-** A master site plan specific to the GMEH area is proposed. The application proposes to replace the current artist's rendering of the GMEH area with a site plan map of the 6.3 acre area to be identified in the Master Plan as *Golf Maintenance/Employee Housing Site Plan.*
5. **Dimensional Limitation Plan**- The Dimensional Limitation Plan proposes to define *Utility* to include cellular wireless services, provide a channel setback specific to the GMEH area and related dimensional notes.
6. **Housing Element-** A table specific to GMEH is proposed that includes a development program and development calculations. A text amendment is proposed in Section 4 *Housing Requirements* of the Master Plan. Townhouse style housing units are deleted from the proposed plan and replaced with apartments, dormitories, modular units, duplexes & triplexes and accommodations for recreational or similar vehicles.
7. **Design Element- Section 4 Design Guidelines-** No Change
    - **Section 4.B.1. Landscaping-** No change to existing language that requires the GMEH area to be screened from Spring Gulch Road at a minimum of 60% of the outside building surface area within a period of 5 years.
8. **Transportation Element** - No Change
9. **Capital Improvements Element**- Cellular wireless communication facilities are proposed as a new use in the GMEH area. No other changes proposed to the Capital Improvements Element.
10. **Land Use Element-** No change
11. **Phasing Element**- No Change
12. **Community Services Element (Optional)**- No Change
13. **Character Element**- No Change

KEY ISSUE

KEY ISSUE 1: Is the proposed 15 foot setback appropriate for this river channel?

Efforts by the applicant to change the channel determination to a ditch have been unsuccessful. The final Development Impact Analysis, dated September 2018, by LT Environmental, acknowledges the Channel designation and existing and proposed encroachment on the river setback of the Gros Ventre River. The analysis identifies variances or master plan amendments to provide relief from the river setback. As part of the Master

Plan amendment, the applicant has proposed to impose a 15 foot setback from the channel in the area of GMEH. Given the historic manipulation of the channel and its linear and steep sided configuration in the GMEH area, the channel appears to be a ditch. In past assessments and plans for the GMEH Area by Biota (1995, 2002, 2008), Pioneer Environmental Services (2011), Jorgensen Associates P.C. (2016), and Pierson Land Works, LLC (2016) the Channel was considered to be an irrigation ditch, rather than a side channel of the Gros Ventre River.

LDR Section 4.3.1.F.2 states, *the applicant for a Planned Resort master plan may propose, and the Board of County Commissioners may approve, alternative standards for development that are consistent with the purpose and intent of this Section. It is fully consistent with this Section that Planned Resorts may have dimensional, design, and other development standards different from those described in other sections of these LDRs due to the unique circumstances of, and community objectives for, resort development*.

In the absence of an amended master plan, variances would be required to develop or redevelop in the GMEH area. Although not proposed for amendment, the majority of the affordable housing units on Sandcherry Way, just upstream of the GMEH area, are within the 150 foot channel setback. The 150 foot setback encompasses the majority of the GMEH site. The LDRs allow a different standard for master plans and the channel has historically been considered a ditch, so the 15 foot setback may be a reasonable request. To protect the resource, Planning Staff recommends requirement of 15 foot buffer establishment as part of physical development permits impacting the 150' river channel setback. A condition has been provided to address this recommendation.

TOWN PLANNING COMMISSION AND TOWN COUNCIL REVIEW

On December 5, 2018 the Town Planning Commission heard the applicant's proposal for the Master Plan amendment. The Town Planning Commission found that there would be ___ significant impacts to the Town. On December 17, 2018 the Town Council heard the applicant's proposal for the Master Plan amendment. The Town Council found that there would be ___significant impacts to the Town.

STAKEHOLDER ANALYSIS

DEPARTMENTAL REVIEWS

The application was sent to the following departments and agencies for review.

- County Engineer- No response
- Affordable Housing Department- No response
- Teton Conservation District- Comment Attached
- Fire/EMS Comment- Comment Attached
- Teton County Road and Levee- Comment Attached
- Pathways- Comment Attached
- County Surveyor- Comment Attached
- Wyoming State Engineers Office – Hydrographer- Comment Attached
- Wyoming Game and Fish- No response
- Flood Plain Administrator- No response
- Applicants response to PRC- Comment Attached

PUBLIC COMMENT

The applicant advertised and held a community meeting May 8, 2017. Notice of hearings was distributed to all property owners within 800 feet of the Resort on October 12, 2018 and posted at the entrance to the Resort on _____, 2018. As of the publishing of this report 29 comments have been received and are attached.

LEGAL REVIEW

Weisman

RECOMMENDATIONS

PLANNING DIRECTOR RECOMMENDATION

The Planning Director recommends **approval** of **PUD2018-0001** to amend the Jackson Hole Golf and Tennis Master Plan Planned Unit Development in accord with Sections 8.7.3 of the Teton County Land Development Regulations, based upon the application dated July 11, 2018 and revised November 1, 2018, after being able to make all five (5) findings for approval under Section 8.7.3.D. including all nine (9) findings under Section 4.3.1.D., which have been satisfied and met with six (6) conditions of approval as follows:

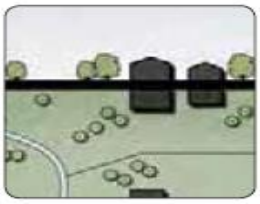
1. All past and current approved conditions shall be incorporated in the associated sections of the Master Plan, or in an appendix to the Master Plan, with final hard and electronic copies provided to the Planning Department no later than forty-five (45) days after approval by the Board. Subject to approval by the Teton County Planning Director and the Teton County Attorney's Office, the final Master Plan and Appendix or Affidavit of the Planning Director which references the final Master Plan shall be recorded in the Office of the Teton County, Wyoming Clerk within ninety (90) days of Board approval.
2. Bear proof trash containers shall be installed and Jackson Hole Golf and Tennis shall provide education and information materials to its employees and other residents about wildlife feeding, proper storage of food, garbage, pet food and other bear attractants. Jackson Hole Golf and Tennis shall implement this condition as part of employee regulations.
3. Pets shall be leashed at all times. Jackson Hole Golf and Tennis shall implement this condition as part of employee regulations.
4. Mitigation plantings shall be located in the Gros Ventre River riparian zone no closer to the site than the southeast side of the remnant river channel, as depicted in figure 5 of the Development Impact Analysis, September 2018, produced by LT Environmental. Shrub mitigation plantings shall consist of shrub species preferred by ungulates and not berry producing shrub species.
5. At or prior to submittal of any Grading and Erosion Control Permit(s), a Final Mitigation Plan shall be submitted, subject to review and approval by the Planning Director. The Final Mitigation Plan shall provide actual impact and mitigation amounts with specific locations. Pursuant to the LDRs, the Final Mitigation Plan shall include (but may not be limited to) species specific plantings, a monitoring plan and remedial measures to ensure mitigation project success. In addition, prior to issuance of any Grading and Erosion Control Permits, a cost estimate and surety for mitigation implementation is required.
6. For all future physical development permits impacting the 150' river channel setback, native vegetation establishment shall be required for the 15 foot setback. Establishment shall consider existing native vegetation and channel maintenance.

Pursuant to Section 8.7.3.D. of the LDRs, in deciding to adopt, deny or amend a planned unit development, the Board of County Commissioners shall consider the following five (5) findings for approval:

1. *The extent to which the PUD enhances the implementation of the desired future character for the land of the proposal;*

Can Be Made as conditioned. While the location of the GMEH area is very close to a transition area between River Bottom and County Valley, the proposed amendment does not impact iconic vistas, agriculture or open spaces associated with County Valley. This is accomplished through clustering and location in a designated maintenance and employee housing area. This Character District describes providing and preserving workforce housing which this application demonstrates by proposing housing for employees of JHGT. Creating workforce housing on site will reduce employee commuter trips, potentially reducing wildlife vehicle collisions on Spring Gulch Rd. and Highway 89, the 2 main scenic arterial roads in the District.

Subarea 9.1: Jackson Hole Golf and Tennis



Conservation Form

This CONSERVATION Subarea in the elbow between the Snake and Gros Ventre Rivers is characterized by medium to low density resort development and housing historically occupied by the workforce. The existing development is visually buffered from North Highway 89 by Grand Teton National Park, but is very important for wildlife movement between the two rivers. The future character of this subarea should be more natural than it is today while respecting existing property rights. Redevelopment projects should be encouraged to restore natural landforms and vegetation and should be designed to increase wildlife permeability if incentives to reduce density are not successful. New development should implement wildlife friendly design best practices if non-development conservation cannot be accomplished. The workforce housing character of the areas of older development should be preserved to the extent possible. The Jackson Hole Golf and Tennis Planned Resort should not expand in footprint or entitlements, but provision of locally oriented services within the existing allowed floor area would benefit the residents of the area and is encouraged. An additional amenity to the subarea could be START service as part of a route from Town to the airport.

Character District 9: Policy Objectives

1.1.c: Design for wildlife permeability. The proposal is for allowing different types of employee housing, cellular towers and a reduced river setback in a 6.3 acre previously disturbed area of the Resort. The site utilizes existing developed areas and clusters the maintenance, housing and cell tower near existing structures to minimize wildlife impacts. The September 29, 2003 Staff report for the original employee housing application (DEV2003-0014), stated that according to the EA done at that time, "*the area has been disturbed by previous development activity and is, therefore, suitable for development due to its degraded state. For this reason, the County agreed to allow development of employee housing in a limited area."* An Environmental Analysis (EVA2017-0033) was completed in March 2018 focusing on the Golf Maintenance/Employee Housing site and its immediate vicinity and focused on permanent employee housing units. EVA2017-0033 was proceeded by EVA2016-0022 that focused on the same area but for a seasonal housing use. The EA states that the NRO boundary is inaccurate due to 67% of the NRO containing existing development and poor quality habitat. Wyoming Game and Fish Department (WGF) provided a review of the EA dated April 19, 2017 stating, "*Therefore, we expect development of 0.17 acres of mesic cottonwood habitat adjacent to an existing disturbed area to have very minimal impacts on moose."*

1.3.a: Maintain natural skylines. This policy is not applicable.

1.3.b: Maintain expansive hillside and foreground vistas.. The subject property is not within the Scenic Resource Overlay (SRO) however the JHGT Master Plan requires a visual resources analysis. The Master Plan Amendment proposes uses in a small, compact area of the resort to minimize disturbance of any open space. Additionally the proposed housing will be required to screen physical development with vegetation to preserve views from Spring Gulch Rd.

1.3.c: Maintain natural landforms. The proposal is for uses in mostly previously disturbed areas with no significant change of grade proposed to the level landform.

1.4.b: Conserve agricultural lands and agriculture. This policy is not applicable because there is no existing agriculture use on the site.

1.4.c: Encourage rural development to include quality open space. This policy is not applicable because the amendment does not represent rural development as the site is part of a resort and is partially developed and clustered in an existing maintenance and housing area.

3.1.b: Direct development toward suitable Complete Neighborhood subareas. The proposed project is for seasonal employee housing with no permanent structures and therefore does not represent typical development.

3.1.c: Maintain rural character outside of Complete Neighborhoods. The proposed amendment will not impact rural character because it represents only workforce housing and cellular communications concentrated in an existing resort.

5.3.b: Preserve existing workforce housing stock. This amendment enhances workforce housing stock by providing additional housing options at the location of employment.

7.2.d: Complete key Transportation Network Projects to improve connectivity. While the proposed amendment does not include a transportation project, having workforce housing at the location of employment should reduce vehicle trips and potentially reduce wildlife vehicle collisions.

7.3.b: Reduce wildlife and natural and scenic resource transportation impacts. The proposed project represents an opportunity to reduce transportation impacts and wildlife vehicle collisions by providing housing at the place of employment.

2. The findings for the applicable PUD option found in Article 4;

Can Be Made. Pursuant to Section 4.3.1.D., a Planned Resort Master Plan shall be approved only if all of the following findings are made:

1. **Consistency with the Comprehensive Plan.** *The Planned Resort Master Plan is consistent with the goals and objectives of the Jackson/Teton County Comprehensive Plan.*
   Complies as conditioned. See the discussion Findings for Approval of a PUD Amendment, above.
2. **Consistency with Purpose and Intent.** *The Planned Resort Master Plan is substantially consistent with the purpose and intent of this Section, as set forth in 4.3.1.A;*
   1. *Encourage recreational activities that rely on indigenous natural attributes of the area, contribute to the community's character and economy and have a long-standing, beneficial role in the community; and*

Not applicable. The purpose of the proposed amendment does not impact the recreational activities associated with the existing resort.

2. *Provide flexibility for planning and developing recreational resort facilities in a creative, efficient and coordinated manner in order to provide quality visitor experiences; and*

Not applicable. The proposed amendment does not propose changes to the recreational resort facilities.

3. *Create a process in which Teton County and the Town of Jackson collaborate with landowners in planning and designing resort master plans that meet community goals and respond to the unique circumstances of the Resort area; and*

Complies. The proposed amendment process includes collaboration with neighbors via a neighborhood meeting and neighbor notices sent to all property owners within 800 ft. In addition, there is collaboration with the Town of Jackson. As required, this amendment will be taken before the Town Planning Commission on December 5, 2018 and the Town Council on December 17, 2018 for review.

4. *Permit resort development that contributes to expanding the winter and shoulder economic seasons; and*

Not applicable. Jackson Hole Golf and Tennis is primarily a summer resort.

5. *Ensure that resort plans incorporate a mix of land uses, promote alternative modes of transportation, and provide a pedestrian-oriented community in order to alleviate traffic-related impacts; and*

Complies. The proposed amendment provides housing on the site of employment, promoting walking to work and reducing vehicle miles.

6. Ensure resort plans are consistent with the Comprehensive Plan, and therefore, are beneficial to the community; and

Complies. As described in the Relationship to Character District section above, the current amendment proposal is consistent with the Comprehensive Plan goals for Character District 9, Jackson Hole Golf and Tennis Resort.

7. Enable long-range planning for infrastructure, capital facilities, and community land use patterns by establishing a level of predictability in the maximum potential size and character of each resort area; and

Not applicable. The previously approved Master Plan identifies and locates the Golf Maintenance/Employee Housing Site with capacity for expansions.

8. Ensure a balance is maintained between tourism and community that promotes social diversity but does not cause undesired shifts away from rural, western community character; and

Not applicable. The proposed amendment has no impact on social diversity or rural western character.

9. Produce resort plans that make significant contributions toward protecting attributes of the community that are considered critical to the community's long-term health, welfare, and well-being.

Complies. The proposed amendments contribute toward protecting the attributes of the community by supporting housing near employment, providing workforce housing, allowing for a diversity of housing types, providing clarity in the Master Plan and consistency with the LDRs.

3. **Affordable and Employee Housing.** *The Planned Resort master plan ensures a supply of affordable and employee housing that is in accordance with the requirements for housing created by development within the Planned Resort.*

Complies. The Resort has previously provided required employee and affordable housing. The proposed amendment voluntarily proposes additional seasonal employee housing.

4. Design Guidelines. *The Planned Resort master plan contains design guidelines that:*

a. *Establish standards for buildings, spaces, signs, and lighting within the Planned Resort;*

b. *Promote the design concepts set forth in F.7.; and*

c. *Establish a method for consistent implementation of the guidelines.*

Not applicable. The amendment does not propose a change to the design guidelines outlined in the existing Master Plan.

5. Transportation Element. *The Planned Resort master plan contains a traffic impact analysis and transportation demand management plan that:*

a. *Promote multimodal forms of transportation that are consistent with the transportation goals of the Jackson/Teton County Comprehensive Plan;*

b. *Manage the generation of resort related traffic to avoid undermining community character and endangering the public health, safety, and welfare; and*

c. *Identify an equitable cost sharing plan for transportation facilities and services.*

Not applicable. The existing Master Plan Transportation Element is not proposed to be amended.

6. **Capital Improvements Plan.** *The Planned Resort Master Plan contains a capital improvements plan that ensures infrastructure and essential services will be provided in an efficient and timely manner to accommodate projected resort demands.*

Complies. An existing cellular antenna located in the club house is considered obsolete as it only covers one carrier, so the applicant proposes to allow cellular utilities in the GMEH area. The proposed cellular, wireless telephone utility system additions and modifications do not exceed the capacities outlined in the Master Plan. The Master Plan amendment adopts Teton County Wireless Communication Facilities LDRs by reference. No other amendments to the Master Plan are proposed in regard to Capital Improvements.

7. Land Use Element. *The Planned Resort Master Plan promotes land uses that support and maintain the character of the Resort as specified in Sec. 4.3.2 – Sec. 4.3.7.*

Complies. The only land use changes proposed are allowing varied employee housing in the Master Plan designated Employee Housing and Golf Maintenance Area, which is consistent with the Master Plan.

8. Phasing Plan. *The Planned Resort master plan contains a phasing plan that ensures:*

a. *Development of the Resort, its amenities, and public facilities necessary to serve the Resort, occur in logical sequence; and*

b. *An adequate monitoring program is established for determining accomplishment of proposed remedies and mitigation measures for projected impacts on the community.*

Complies. The current Master Plan contains a phasing plan that progressed through 2006. The employee housing element allowed for additional housing that was not completed. No changes are proposed to the phasing plan.

8. Character Element. *The Planned Resort master plan ensures the Resort's development will be in keeping with the community's character and the planned character for the vicinity of the Resort.*

Complies as conditioned. The plan is consistent with the desired future character of Character District as established in the Comprehensive Plan and discussed in more detail above. The proposed amendments, as recommended for approval by staff, and conditions are also consistent with the established character for the resort.

3. The applicable findings for the amendment of an existing PUD or special project found in 8.2.13.D;

Complies. The findings of 8.2.13.D. invoke the Article 4 findings for the applicable PUD option, which are made under item #2 of this section: *The findings for the applicable PUD option found in Article 4,* immediately above.

4. The findings of Sec. 8.7.1, LDR Text Amendment

Not applicable. There is no LDR text amendment associated with the proposed amendments to the Master Plan.

5. The findings of Sec. 8.7.2, Zoning Map Amendment

Not applicable. There is no zoning map amendment associated with the proposed amendments to the Master Plan.

ATTACHMENTS

- Departmental Reviews
- EA Review Letter, May 3, 2018
- Public Comment
- Amended Application dated August 6, 2018 can be found on line at: http://developmentrecords.tetonwyo.org/Planning/StatusReference?referenceNumber=PUD2018-0001.

SUGGESTED MOTION

I move to recommend **approval of PUD2018-0001,** to the Board of County Commissioners, to amend the Jackson Hole Golf and Tennis Master Plan Planned Unit Development in accord with Sections 8.7.3, of the Teton County Land Development Regulations, based upon the application dated July 11, 2018 and revised November 1, 2018, after having fully considered the five (5) findings for approval under Section 8.7.3.D. which have been satisfied and met with six (6) conditions of approval as follows:

1. All approved amendments and conditions shall be incorporated in the associated sections of the Master Plan, or in an appendix to the Master Plan, with final hard and electronic copies provided to the Planning Department no later than forty-five (45) days after approval by the Board. Subject to approval by the Teton County Planning Director and the Teton County Attorney's Office, the final Master Plan and Appendix or Affidavit of the Planning Director which references the final Master Plan shall be recorded in the Office of the Teton County, Wyoming Clerk within ninety (90) days of Board approval.
2. Bear proof trash containers shall be installed and Jackson Hole Golf and Tennis shall provide education and information materials to its employees and other residents about wildlife feeding, proper storage of food, garbage, pet food and other bear attractants. Jackson Hole Golf and Tennis shall implement this condition as part of employee regulations.
3. Pets shall be leashed at all times. Jackson Hole Golf and Tennis shall implement this condition as part of employee regulations.
4. Mitigation plantings shall be located in the Gros Ventre River riparian zone no closer to the site than the southeast side of the remnant river channel, as depicted in Figure 5 of the Development Impact Analysis, September 2018, produced by LT Environmental. Shrub mitigation plantings shall consist of shrub species preferred by ungulates and not berry producing shrub species.
5. At or prior to submittal of any Grading and Erosion Control Permit(s), a Final Mitigation Plan shall be submitted, subject to review and approval by the Planning Director. The Final Mitigation Plan shall

provide actual impact and mitigation amounts with specific locations. Pursuant to the LDRs, the Final Mitigation Plan shall include (but may not be limited to) species specific plantings, a monitoring plan and remedial measures to ensure mitigation project success. In addition, prior to issuance of any Grading and Erosion Control Permits, a cost estimate and surety for mitigation implementation is required.

6. For all future physical development permits impacting the 150' river channel setback, native vegetation establishment shall be required for the 15 foot setback. Establishment shall consider existing native vegetation and channel maintenance.

ATTACHMENTS

Departmental Reviews

Wed 8/29/2018 4:26 PM

Hi Roby, no issues for Road & Levee that I'm seeing. Thanks for the chance to review.

Dave

Dave Gustafson dgustafson@tetoncountywy.gov

Wed 8/29/2018 3:14 PM

I had no comments on this one.

Brian

Brian Schilling Pathways Coordinator Town of Jackson/Teton County

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Sorry Roby, out of town for a bit. No comment on application, does not appear to have a cadastral component at this time.

Mike **Mike Quinn, PLS**

Survey Manager

NELSON ENGINEERING

Tue 8/21/2018 12:01 PM

Roby,

I'm still striking out. I'm assuming the new plan just implements RV spaces, single wides, or something along those lines....as long as Teton County acknowledges the WY SEO reference to the "North Channel of the Gros Ventre River" (Also referenced as the "Nigger Channel of the Gros Ventre River", the "N Channel of the Gros Ventre River", a "Channel of the Gros Ventre River", and the "Gros Ventre River"), we have no further comment. However, if there are impending changes that impact water rights or the delivery of irrigation water I'd still like to see the

new Jackson Hole Golf and Tennis Employee Housing Master Plan Amendment and have the opportunity to comment.

Thanks for your time!

Hayes Hayes Buxton, Wyoming State Engineers Office – Hydrographer

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MEMO
FIRE REVIEW

TO: Roby Hurley, Principal Planner

FROM: Kathy Clay, Fire Marshal

DATE: August 8, 2018

SUBJECT: PUD2018-0001
JH Golf & Tennis Master Plan
PUD2-018-0001

This office has received the request for review of the JH Golf & Tennis Club Master Plan Amendment for Golf Maintenance/Employee Housing Site.

The most current edition of the International Fire Code (IFC), the International Wildland Urban Interface Code, and the 2017 edition of the National Electric Code (NEC) shall be used for building design and construction.

Notes from review include: updated version of all ICC codes (including IWUIC) shall be followed, dependent upon permitting date. A fire hydrant shall be placed within 500 feet of structures.

Teton County Fire Resolution and Subdivision rules shall be followed.

No further comment at this time.

Kathy Clay, Fire Marshal

Teton Conservation District Est. 1946

August 31, 2018

Roby Hurley, Principal Planner
Teton County Planning Department
P.O. Box 1727
200 South Willow Street
Jackson, WY 83001

Dear Roby,

Thank you for the opportunity to comment on the "Planned Unit Development Application for the Amendment to the Jackson Hole Golf and Tennis Club Planned Unit Development of the Planned Resort Master Plan" provided to the Teton Conservation District (TCD) on August 7, 2018. The subject property is located at North Spring Gulch Road. Generally, Teton Conservation District (TCD) staff comments focus on potential deficiencies regarding the evaluation of natural resources relative to the Teton County Land Development Regulations, and they also speak to voluntary best management practices. TCD staff is generally familiar with the site and proximate areas, and did not conduct a site visit as part of this review.

Based upon the information provided to TCD, the Master Plan amendment provides for the planning for construction of a maintenance building and an administrative building. In addition, it confirms the applicant's understanding of the site conditions as expressed in the Environmental Analysis (EVA2017-0033) and development proposal provided to TCD more than one year ago. In that regard, TCD refers you to the letter that TCD provided on August 2, 2017.

There were also two apparent conditions in the amendment that were notable; 1) the loss of Cottonwood Forest cover type would be mitigated on a 2:1 tree planting basis for each tree removed versus replacement of the Cottonwood Forest plant community as a cover type at a 2:1 ratio in acres and 2) plantings for screening, etc. would emphasis both native and ornamental plants versus all native species plantings recommended as a best management practice.

Sincerely,

Tom Segerstrom

Tom Segerstrom
Executive Director

Conserving our natural resources – air, land, water, vegetation, and wildlife

420 W. Pearl Ave.
P.O. Box 1070
Jackson, Wyoming 83001

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Y2 CONSULTANTS

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307 733 2999

ENGINEERING, SURVEYING & PLANNING
LANDSCAPE ARCHITECTURE, GIS
NATURAL RESOURCE SERVICES

Roby Hurley
Principal Planner
Teton County Planning Department
PO Box 1727
Jackson, WY 83001
rhurley@tetoncountywy.gov
(307)-733-3959

RE: JHGTC PUD Amendment - Response to Plan Review Comment

September 17, 2018

Roby,

This letter is in response to Plan Review Comments received on (08/31/18) from the Teton Conservation District, Jackson Hole Fire/EMS and the State Engineer's Office for Jackson Hole Golf & Tennis's (JHGTC) application for a Planned Unit Development (PUD) Amendment to the JHGTC Master Plan. Responses for each entity are as follows:

Teton Conservation District (TCD):

TCD comment received on 08/31/18 directed the applicant to review previous comment that was provided by TCD on 08/02/17 for applications submitted for a Master Plan Amendment (PUD2017-0004) and Development Plan (DEV2017-0007) for JHGTC's Resort Employee Housing Site's location definition, Housing Archetype definitions and a proposed physical development for seasonal employee RV-Parking pads. Since this comment period, the Development Plan (DEV2017-0007) for the physical development of RV-Parking pads has been removed from consideration.

TCD comment from 08/02/17 mostly pertained to "numerous substantive errors" existing in the Environmental Analysis (EA) report (EVA2016-0022) that was performed by a third-party, County-hired Consultant, LT Environmental, Inc. JHGTC diligently worked with the County to best locate the Employee Housing Site development area, among other resort administrative/maintenance program uses, within the existing Resort Master Plan's pre-designated Golf Maintenance/ Employee Housing Site throughout the County's EA process. After receiving these comments on 08/31/18, the applicant continued to work with the County and LT Environmental to best identify appropriate locations for the future planning of programmatic building sites. The locations shown within this recent application reflect the results of that further study.

Other comment from the 08/02/17 TCD letter highlighted the proximity of the identified Employee Housing Site to a surface body of water that should maintain a "fifteen (15') foot development setback from the surface water." It was identified that disturbance within this setback would be "a threat to natural resources, but could also

exacerbate erosion and flood risk." JHGTC is proposing the identified fifteen (15') foot buffer as a building setback for any future development outlined in this application. Furthermore, erosion control measures (including, but not limited to, silt fencing and/or straw wattles) will be proposed to define this limit of disturbance as part of any physical development permit.

Lastly, TCD's 2017 comment letter recommended that use restrictions pertaining to pets and refuse control, as well as, physical development best management practices for non-fruiting plant species be modeled after proximate developments (i.e. Sand Cherry). JHGTC is open to adding similar restrictions for acceptable plant-types, pets and refuse control to this Master Plan Amendment application for the protection of wildlife use in this riparian corridor to promote the reduction of human-wildlife conflict.

Jackson Hole Fire/EMS:

Comment from Jackson Hole Fire/EMS specifically outlined that the most current editions of the International Fire Code (IFC), the International Wildland Urban Interface Code (IWUIC) and the National Electric Code (NEC) be used for design and construction. The applicant will utilize these most recent codes at the physical development permit level. It was also stated that a fire hydrant be located within 500 feet of proposed structures. An existing hydrant is located at the northern entrance of the Golf Maintenance/ Employee Housing Site approximately 150 - 300 feet from all future, proposed building sites. Furthermore, the Teton County Fire Resolution and Subdivision rules will be followed at the physical development permit level and during future construction.

State Engineer's Office:

The State Engineer's comment regards the proper referencing of a Channel of the Gros Ventre River that exists along the rear boundary of the Golf Maintenance/Employee Housing Site. The existing channel referenced is of an irrigation-ditch-like nature and was confused as an irrigation ditch during the EA process. Setbacks for this channel were established during the JHGTC Resort Master Plan approval process in 2002 when renderings depicting the Golf Maintenance/Employee Housing Site were provided and were reaffirmed when site plans associated with the Sand Cherry Development permit applications were approved by Teton County in 2009. The EA Report has since been updated to reflect the proper referencing of this channel. The applicant proposes to maintain the fifteen-foot setback from this channel as it was previously approved for the Sand Cherry Development in 2009 and as suggested by the Teton Conservation District in their 08/02/17 letter. Lastly, the State Engineer's Office requested that they review any proposed development that impacts water rights or the delivery of irrigation water. This application proposes neither.

If there are any further questions or comments, please feel free to contact me at any time.

Sincerely,

Robert Infanger, PLA
Project Manager
robert@y2consultants.com

Review Letter, May 3, 2018

May 3, 2018

Mr. Guy Evans
Jackson Hole Golf and Tennis, Inc.
5000 North Spring Gulch Road
Jackson, WY 83001
Via email: gevans@gtlc.com

RE: Planning Director Environmental Analysis Update Recommendation for Jackson Hole Golf and Tennis Environmental Analysis (EVA2017-0033) PIDN 22-42-16-27-4-15-001

Dear Mr. Evans,

Planning Staff has reviewed the Environmental Analysis Update (EA) dated March 2018 that was prepared by LT Environmental, Inc. (LTE), the County hired consultant, who conducted the EA on the Jackson Hole Golf and Tennis site. The EA submittal was deemed sufficient on March 20, 2018.

The Jackson Hole Golf and Tennis Club is a Planned Resort containing residential and recreational uses. Jackson Hole Golf and Tennis is proposing six small dwelling units to accommodate seasonal employee housing and long term rental housing on an approximately 6.3 acre site that is designated for Golf Maintenance and Employee Housing in the Master Plan. This EA updates a previous EA (EVA2016-0022) that reviewed the impacts of proposed recreational vehicle pads to accommodate seasonal employee housing. EVA2016-0022 received the Planning Directors recommendation May 15, 2017.

As part of this EA, LTE conducted an update to the Habitat Inventory and a development impact analysis. Planning Staff determined that due to the limited locations for alternatives, constraints of the Master Plan Employee Housing area, and existing disturbed areas that an alternatives analysis would not be required.

A review of an EA is neither an approval of an EA, nor an approval of a physical development plan. It is a requirement of the Teton County Land Development Regulations (LDRs), which must precede a physical development application. The purpose of this EA review and recommendation is to analyze the findings made by the county hired EA consultant, LTE, guided by the Jackson/Teton County Comprehensive Plan, and consistent with the LDRs, Section 8.2.2., Div. 5.1., and Div. 5.2.

This property is zoned Planned Resort (PR) and is partially within the mapped area of the Natural Resources Overlay (NRO). The 6.3 acre site consists of a mix of developed landcover, and native upland vegetation. The developed landcover contains golf course maintenance, employee housing structures, gravel parking, staging areas, wash stations, fuel tanks, trash and recycling containers, and a public pathway. In addition the site contains both above and underground infrastructure including irrigation plumbing. The vegetation covertype is mesic deciduous forest.

The eastern area of the site contains a man-made irrigation ditch. The EA did not identify any protected wetlands.

In reference to the Jackson/Teton County Comprehensive Plan, the Jackson Hole Golf and Tennis site is located in the County Valley Character District 9 and in Sub Area 9.1, Jackson Hole Golf and Tennis. Comprehensive Plan district map features are illustrative of the character of an area and do not imply desired regulatory boundaries or specific locations for certain attributes. Because this proposal is for workforce housing, it complies with the preserving workforce housing vision of the Subarea. The site is not located in the Scenic Resources Overlay, however the proposed seasonal workforce housing will not affect the visual buffer from North Highway 89 due to distance from the State highway. While the natural character will be temporarily impacted during construction, the applicant is proposing vegetated screening to offset visual impacts in the long term. The proposed location of the housing reduces impacts by partially utilizing existing disturbed areas and clustering around existing infrastructure and development. Additional workforce housing on site will reduce employee commuter trips, potentially reducing wildlife vehicle collisions.

Waterbodies and Wetlands: LTE previously conducted desktop and site visit evaluation for wetlands and reviewed a wetland determination conducted by Biota Research and Consulting. LTE found no documented changes to mapped hydrological features, relative to the January 2017 Habitat Inventory and determined that no further field assessments were needed.

A Gros Ventre River channel originates at an upstream diversion point on the Gros Ventre River and flows seasonally (May through October) through the rear or eastern side of the site. While the named channel is managed like a ditch with numerous diversions and in channel control structures its fluvial geomorphology resembles that of a stream or side channel. This EA and previous EAs and the associated physical development reviews considered the Channel a ditch. This includes the Golf and Tennis Affordable Housing Condominium project (S/D2009-0015). During the most recent Plan Review Committee review, Teton Conservation District identified the waterbody as a river side channel. This identification was confirmed by the State Engineers Office. The 2016 Wetland determination by Biota Research and Consulting identified a wetland fringe in the channel as "clearly irrigation induced". The proposed and previous employee housing application located improvements in compliance with the 15 foot ditch setback. If the channel is considered a river channel, then the setback is 150 feet making the proposed improvements non-compliant. Prior to application for physical development, a final determination of the required setback will be necessary. Planning Staff has proposed a condition to address this issue.

Vegetative Cover Types: Vegetation analysis was previously conducted using a combination of GIS Vegetation layer, and fieldwork. The predominant vegetation covertype is upland forest consisting primarily of cottonwoods, willows, grasses, and sedges. Medium Narrowleaf Cottonwood and Mature Narrowleaf Cottonwood make up 2.1 acres (33%) of the project area. Developed land comprises approximately 4.2 acre (66%) of the project area. LTE found no documented changes to mapped habitats protected by the NRO relative to the January 2017 Habitat Inventory and determined that no further field assessments were needed.

Wildlife: The site was previously evaluated for NRO protected species, migratory birds, amphibians, bears and Special Status Species. The site only represented suitable habitat for six species; elk, mule deer, moose, bald eagle, gray wolf and grizzly bear. Gray wolf and grizzly bear were eliminated from further evaluation due to those species requiring large areas of undisturbed habitat and minimal human presence. The EA further evaluated eagle, elk, moose and mule deer. Wyoming Game and Fish Department (WGF) provided review, stating that there are no significant changes in wildlife in the area and the original comments from review correspondence dated April 19, 2017 and August 2, 2017 are still relevant. Conditions are recommended to address WGF concerns.

No repeatedly used bald eagle perch or roost trees were identified on or near the site. The project area is not located within WGF designated crucial elk habitat or migration corridors, although it is in a WGF designated noncrucial seasonal (spring-summer-fall) elk habitat. No evidence of elk presence was observed within the project area. The project area is located within the eastern bounds of a WGF designated moose crucial winter/yearlong

range as mapped by the NRO. Forage opportunities, cover, and unhindered movement corridors are more limited within the disturbed area in and surrounding the project area. The Golf Maintenance and Housing Area is largely disturbed and provides only marginal winter habitat for moose. The project area is not located within WGF designated mule deer crucial habitat or a designated migration corridor.

The Jackson Hole Golf and Tennis site falls within Bear Conflict Priority Area 1. WGF recommends that bear resistant containers are provided and that employees receive education about proper storage of food, garbage, pet food and other bear attractants.

Wyoming Game and Fish Department provided a review statement dated April 19, 2017 that is attached to this memo. WGF review states, "*Moose utilize the Gros Ventre River corridor extensively in the winter, but likely avoid the 6.3-acre JHGTC maintenance area due to human activity. The site of the proposed development provides very little forage in the form of native shrubs for wintering moose and lacks dense understory of hiding/security cover. Therefore, wintering moose are more likely to use habitats closer to the main river corridor. Therefore, we expect development of 0.17 acres of mesic cottonwood habitat adjacent to an existing disturbed area to have very minimal impacts on moose.*"

In reference to Mule Deer, WGF recognizes the area as year round habitat, likely due to backyard feeding and residential landscaping. They recommend that seasonal employees who reside on site are prohibited from wildlife feeding and that pets are required to be leashed at all times.

LTE found no documented changes to mapped habitat for special status species, or habitats protected by the NRO relative to the original and updated Habitat Inventory and determined that no further field assessments were needed.

On a site visit March 27, 2018, Planning Staff located one recent set of moose tracks. The tracks led to immature cottonwood and shrub species along the ditch banks, where browsing was evident. No development is proposed in the dich setback.

Natural Resources Overlay (NRO): LTE had previously provided a review of the location of the NRO on site. The partial location in the NRO is due to the area being designated crucial moose winter/yearlong range, as discussed above. LTE also conducted an analysis of the accuracy of the NRO mapping. The EA states that the NRO boundary is inaccurate due to 67% of the NRO containing existing development and poor quality habitat. The NRO analysis continues with a comparison of patch habitat versus core habitat. The site represents small patch area relative to moose home range and the patch is fragmented by residential and recreational uses. The NRO analysis concludes, "*In this case, the fragment of habitat in which the Golf Maintenance /Employee Housing Area lies is, itself, fragmented, providing patches of suitable vegetation for moose rather than suitable habitat.*"

Impacting the NRO: Regardless of the determination that the NRO boundary is inaccurate, the NRO map is a regulatory requirement and as such Sec. 5.2.1 Natural Resources Overlay Standards are applicable. Impacts to higher ordinal value vegetation within the NRO shall be mitigated at 2:1.
Impact Analysis: LTE conducted an Impact Analysis as part of the EA update based on a proposed site design provided by the applicant. The proposal is for six (6) small houses to accommodate seasonal employee housing from April through October and long term rental housing during the remaining months at the Golf Maintenance/ Employee Housing Site as identified on the Jackson Hole Golf and Tennis Club Master Plan. Each of the six employee houses will be approximately 20-feet wide and 35-feet long. Patio decks will be constructed for each housing space. Between each house will be a paved surface, approximately 15-feet wide, intended for parking two personal vehicles. The development site is approximately 0.74 acres and is nearly identical to the previous RV

pad development envelope. All necessary utilities exist on or adjacent to the site. The compact footprint of the proposed development has been designed to minimize disturbance and loss of open space.

Updated impacts are described below:

- **Wetland and Waterbody Impacts:** No impacts to wetlands or waterbodies are proposed. All proposed development meets the 15 foot ditch setback but does not meet the 150 foot river setback. Planning Staff has proposed a condition to address this issue.

- **Vegetation Impacts:** A small area of the site is located outside of the NRO. Approximately half of the proposed development is located in previously disturbed areas. Approximately 0.3 acres will produce long term impacts to existing mesic deciduous forest. Upland vegetation covertypes protected by the NRO are proposed for removal and as such 2:1 mitigation is required. Fifty Narrowleaf cottonwood trees and 23 native mesic shrubs are proposed for removal. Sheet number M-1, Mitigation Plan proposes numerous mitigation sites located east and northeast of the dwelling units suitable for mitigation. The mitigation sites are generally located in openings in or adjacent to existing habitat. Staff has a concern that some of the infill mitigation sites are located closer to the road than was recommended in the WGF review. The recommendation by WGF was that the mitigation be located closer to the Gros Ventre River and no closer to the site than the southeast side of the RV pads, now small houses.

- **Wildlife Impacts:** As stated above the proposed development is located in the eastern bounds of crucial moose winter/ yearlong range. The area surrounding the site along the river is consistent with winter foraging habitat because it provides thermal and escape cover, as well as a year-round contiguous movement corridor for moose.

  Forage opportunities, cover, and unhindered movement corridors for moose, elk, and mule deer are abundant to the south and east of the development area but these features are more limited within the disturbed area in and immediately surrounding the development area. It was also determined that potential suitable habitat for neotropical migratory birds and amphibians may be present.

  The EA update determined that construction and operation actions would likely result in low to moderate impacts to moose, elk, and mule deer, neotropical migratory birds, and amphibians, since the ground disturbing impact is small compared to the available habitat in the surrounding environment. Short-term impacts would include avoidance of the area during construction and displacement of individuals to adjacent habitats, while long-term impacts would be minimal following final reclamation. Replacement of the mature cottonwood with immature higher ordinal species located closer to the river will help offset the long term impacts.

  Avoidance and minimization of impacts has been accomplished by locating, to the extent practicable on previously disturbed surfaces and clustering in and adjacent to existing infrastructure. 59% of the permanent impacts will occur on existing developed areas and 41% on undeveloped areas. The EA concludes that the proposed development is not likely to significantly impact essential habitat within the NRO area.

- **Project Vicinity Impacts:** In evaluating the half-mile vicinity zone the EA states that the proposed development would have little to no significant adverse effects to surface and groundwater features or protected species and habitats.

  Master Plan: The Resort Master Plan classifies potential development areas into 3 categories:

  1. **Areas "Unsuitable" for Development-** Protected natural resources and their respective protective setbacks as identified in the Comprehensive Plan.

2. **Areas "Less Suitable" for Development-** These areas do not encompass protected natural resource or their setbacks but, relative to remaining areas on the subject property, are more important to sensitive wildlife species.

3. **Areas "Most Suitable" for Development-** These areas would cause the least adverse impact to habitats of sensitive wildlife species or other protected natural resources.

LTE conducted an analysis of suitability as defined in the Master Plan and determined that the site contains 4.2 acres that are "less suitable" for development, and 2.1 acres that are "most suitable for development. Zero acres were designated "unsuitable."

Planning Staff Review and Recommendation of the EA: It is Planning's Staff's determination pursuant to Section 8.2.2.F.6. that the applicant has demonstrated an effort to reduce impacts by utilizing previously disturbed areas, to the extent practicable.

Consideration of the Jackson/Teton County Comprehensive Plan is required and should be viewed through the applicable Policy Objectives and subarea. These objectives include preserving workforce housing stock, reducing wildlife transportation impacts, incorporating wildlife friendly design and increasing wildlife permeability. The proposed project represents an opportunity to improve workforce housing stock and reduce transportation impacts and wildlife vehicle collisions by providing housing at the place of employment. The proposed housing reduces impacts by partially utilizing existing site development and clustering around existing infrastructure and development. Clustering the housing in and adjacent to existing development will help achieve a wildlife friendly design and maintain permeability.

In correspondence dated April 19, 2017, the Wyoming Game & Fish stated, "*we expect that development of 0.17 acres of mesic cottonwood habitat adjacent to an existing disturbed area to have very minimal impacts on moose.*" WGF provided recommendations on locating mitigation plantings away from Spring Gulch Rd., using non bear attracting shrub species and providing education to the seasonal residents. Planning Staff has provided a condition to address these concerns, which will be applied to physical development permits.

The EA update contains a conceptual mitigation or habitat improvement plan that includes 2:1 mitigation for impacts to native vegetation as required in the LDRs. Planning staff agrees with the EA findings that the larger site lends itself to onsite mitigation.

Planning Director's Recommendation: An EA review and recommendation is not an approval of an EA or a physical development plan. It is merely a component required for a pending application for physical development.

Pursuant to Section 8.2.2.F.7. of the LDRs, the Planning Director makes the following recommendation based upon the analyses and data set forth in the Environmental Analysis, upon the Jackson/Teton County Comprehensive Plan, and the Teton County Land Development Regulations, Section 8.2.2., Div. 5.1., and Div. 5.2. The Planning Director recommends the applicant's impact analysis site design with the following recommended conditions for consideration, should the applicant proceed with submittal of an application for physical development:

1. Bear proof trash containers shall be installed and Jackson Hole Golf and Tennis shall provide education and information materials to its employees and other residents about wildlife feeding, proper storage of food, garbage, pet food and other bear attractants.
2. Pets shall be leashed at all times.

3. Mitigation plantings shall be required to be moved closer to the Gros Ventre River, but no closer to the site than the southeast side of the Nigger Channel. Shrub mitigation plantings shall consist of shrub species preferred by ungulates and not berry producing shrub species.
4. At or prior to submittal of any Grading and Erosion Control Permit(s), a Final Mitigation Plan shall be submitted, subject to review and approval by the Planning Director. The Final Mitigation Plan shall provide actual impact and mitigation amounts with specific locations. Pursuant to the LDRs, the Final Mitigation Plan shall include (but may not be limited to) species specific plantings, a monitoring plan and remedial measures to ensure mitigation project success. In addition, prior to issuance of any Grading and Erosion Control Permits, a cost estimate and surety for mitigation implementation is required.
5. Should the applicant proceed with plans for physical development, a final determination of the required setback will be necessary. If Nigger Channel is determined to be a river channel, approval for relief from the river setback shall be required prior to physical development approval.

Should you have any questions or concerns, please contact Roby Hurley at (307) 733-3959 or via email at rhurley@tetoncountywy.gov.

Sincerely,

Tyler Sinclair
Planning Director

cc: Lindsay Sanders, LT Environmental, LLC
Robert Infanger, Y2 Consultants

Enclosures: WGF Correspondence

WYOMING GAME AND FISH DEPARTMENT 5400 Bishop Blvd. Cheyenne, WY 82006 Phone: (307) 777-4600 Fax: (307) 777-4699 wgfd.wyo.gov **GOVERNOR** MATTHEW H. MEAD **DIRECTOR** SCOTT TALBOTT **COMMISSIONERS** KEITH CULVER – President MARK ANSELMI – Vice President GAY LYNN BYRD PATRICK CRANK PETER J. DUBE DAVID RAEL MIKE SCHMID

August 2, 2017
Roby Hurley, Principal Planner
Teton County Planning and Development
200 South Willow Street
Jackson, WY 83001
Dear Mr. Hurley,
Thank you for the opportunity to comment on the Development Plan (DEV2017-0007) and Master Plan Amendment (PUD2017-0004) for the Jackson Hole Golf and Tennis Club (JHGTC) Seasonal Workforce Housing Development. The JHGTC proposes to develop approximately 0.33 acres of land for seasonal employee housing (RV pads). This area is partially within Teton County's Natural Resource Overlay (NRO). The Jackson Region staff of the Wyoming Game and Fish Department (WGFD) have reviewed the current proposal for development of RV pads and offer the following comments for your consideration:

The WGFD provided comments on the Environmental Analysis (EA) for this project on April 19, 2017. We appreciate that these comments were included as recommended conditions for consideration in a letter provided by the Teton County Planning Director to the applicant on May 15, 2017 regarding Environmental

Analysis Recommendations. The recommended conditions outlined in the letter at are specific to wildlife are as follows:
1. Bear proof trash containers shall be installed and Jackson Hole Golf and Tennis shall provide education and information materials to its seasonal employees about wildlife feeding, proper storage of food, garbage, pet food, and other bear attractants.
2. Pets shall be leashed at all times.
3. Mitigation plantings shall be required closer to the Gros Ventre River and no closer to the site than the southeast side of the RV pads. Shrub mitigation plantings shall consist of shrub species preferred by ungulates and not berry producing shrub species.
4. Construction shall be limited to the temporal restrictions recommended by WGF for occupancy: April 16 – November 14.

We fully support these recommended conditions. When reviewing the Development Plan (DEV2017-0007), we saw commitments to some of these conditions, but not all. We appreciate that the applicant will provide bear proof trash containers to seasonal residents (Condition 1), but we did not see a commitment to provide education to season residents about proper storage of food, garbage, pet food, and other bear attractants (Condition 1). We feel that this is especially important given that seasonal residents may not have familiarity or experience living in areas frequented by bears, such as the Gros Ventre River corridor.

We did not see a commitment to Condition 2, that pets shall be leashed at all times. This is especially important because this area is frequented by mule deer in the summer and there is potential for pets to chase and harass deer. In addition, large carnivores such as black bears, mountain lions, gray wolves, and grizzly bears use the Gros Ventre River as a travel corridor and therefore could come into conflict with unleashed pets.

We appreciate the revised habitat mitigation plan (page 83 in DEV2017-0007) that will locate shrub mitigation plantings closer to the Gros Ventre River and away from Spring Gulch Road, which will reduce the potential for wildlife-vehicle collisions.

Finally, we did not see reference to Condition 4, that construction shall be limited to the temporal restrictions recommended by WGF for occupancy: April 16 – November 14. We feel this is important since the project area is partially within and adjacent to moose crucial winter range.

Thank you for the opportunity to review and comment on the Development Plan and Master Plan Amendment. If you have questions, please contact me or Doug McWhirter, Jackson/Pinedale Wildlife Management Coordinator, at 307-733-2321.

Sincerely,
Alyson Courtemanch
North Jackson Wildlife Biologist

Public Comment

cover page

total 15 pages

To: Roby Hurley

Teton County Planning Commission

(307) 733-4451

Re: Nov. 13, 2018
Agenda
Item #5

Golf + Tennis
application

11/11/18

To: Roby Hurley - Chief Planner
Teton County Planning Commission
fax # (307) 733-4451

Fr: S&B Irrevocable Trust - Susan Frankewich Trustee
6275 Aspen Drive, Jackson, WY 83001
phone 733-5733 ("Homeowner")

Re: November 13, 2018 Planning Comm, Agenda Item #5 re Jackson Hole, Golf + Tennis application for amendment re employee housing ("Applicant

Dear Mr. Hurley,

This comment to Applicant is being submitted by Homeowner within the affected area as noticed by Teton County. In summary, the Homeowner submits the Applicant's application is irrationally vague, non-specific, lacking in detail, lacking in compliance with existing CC+R's and deed restrictions of the Jackson Hole Golf + Tennis community, violative of the Teton County Land Development Regulations ("LDR"), constitutes a safety risk, devaluation of property, nuisance, non-conforming transient (not affordable housing) proposal.

The salient facts, background and basis for The Homeowner's summary is as follows:

A. Applicant

The Applicant is Jackson Hole Golf + Tennis an entity owned by Vail Resorts, Inc. In 2018, Vail Resorts enjoyed net income in excess of $370 million. Its five year trend of income and revenue has skyrocketed. See attached Vail Resort public reports. This is not a small mom and pop local business trying to make end meet and attract a few employees.

B. Golf + Tennis Community CC+R's

The entire Golf + Tennis community is subject to master, 1st Filing, 2nd Filing and 3rd Filing CC+R's - all of which are deeded property owner restrictions which strictly prohibit campers, RV's, parked cars, ATV's, golf carts, motorcycles, scooters and oversized vehicles parking outside. There is no exception. * The CC+R's require any amendment be approved by 2/3 vote of all homeowners.

* There has been no attempt by Applicant to amend The CC+R's to obtain homeowner approval for its proposed application intentions.

C. Current Housing Approval

In 2002, Applicant received approval to construct employee housing (3 bedroom, 2 bath) townhouses on Spring Gulch Road. A number of units were built and utilized as employee housing. There has been no evidence to suggest why more of the same type of housing could not be built (if it is really needed — there is no independent calculation of affordable employee housing need). The 2002 approval allows more of the same type of housing.

The Applicant (from what can be gleaned from the vague application lacking in any sketch, plan or detail) is seeking to build a seasonal campground hundreds of yards away and near the landscape building. This is not adjacent to the current employee housing (with the entire 10th hole in between. The landscape building and area do not appear to be in compliance with screening requirements to screen from Spring Gulch view the junkyard/recycling center appearance directly across the street from the Clubhouse. Keeping in mind this

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area is on a curve on the road so would create more danger of traffic in and out if a campground of unknown quantity is allowed.

D. Meetings / Proposals / Lack of Transpare

Approximately 2 years ago there was a proposal to have Applicant build camper/RV pa with water and power adjacent to the landscape building. Homeowners were told it would be about 15-20 pads and only high-end RV/campe (with kitchen and bathroom facilities) would be allowed for seasonal employees to park June 1 - Sept. 30. The Application submitted to Teton County didn't quite look that way.

Last year, communications were floated tha Applicant had changed its mind and wanted to do tiny houses adjacent to the landscape buildin Talk was that Vail was looking for "investors" who would rent the pad space from Vail, be responsible to build the tiny house, rent to employees in the summer and be free to rent to anyone the rest of the year.

Now Applicant has submitted the pending July 2018 application. A review of the applicatio

makes it clear that if you gave Applicant a 2' x 2' whiteboard and said "what do you want" no coherent, rational plan, site sketch or firm development exists. This flies in the face of due process for Homeowners to be noticed and have a fair opportunity to be heard. Deficiencies and inconsistencies in the application include a multitude of issues which hide the ball and provide no basis for approval.

E. Applicant's Application

The application seeks to amend/strike language from the 2002 approval for employee housing by deleting the townhouse/dormitory requirement. There is no detail or specificity of what is to be built or developed for alleged employee "housing". P. 18 section 2(b) admits the application is for "seasonal employees" housing - not full-time employees and without a showing of 1) need, or 2) why the existing approved housing could not be expanded, and 3) appears to want RV approval.

Section 1, p. 12 emphasizes there will be no "structures" built. Yet, Section 3 on p. 13 states there would be a blending of "structures to minimize the mass of development", with

no detail of structures, mass or development. The application references RV's with no specifici of size, quality or amenities. Any development would require electrical, water, sanitary sewer, spaces/pads etc all with density or other details. There is a proposal to remove existing trees in a 2:1 ratio with no explanation. There is no firm (ie 60%) landscaping ratio, parking facilit traffic or setbacks from Spring Gulch to screen this transient campground.

There is certainly no explanation why the existing Gros Ventre campground 2 miles away can not be used as it has been for decade by Grand Teton Park employees and other tour employees. Using the Colter Bay employee campground as an example by Applicant is a good example of how deplorable things will get.

F. Teton County Land Development Regulations (LDR

The LDR purpose and intent defined in Div. 1.3 is to "promote the health, safety and general welfare of the present and future inhabitants of the community" (not transient seasonal workers).

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Div. 1.3(c)(1) "quality of life" is to 'ensure a variety of workforce housing opportunities exist so that at least 65% of those employed locally also live locally." Div. 1.3(c)(4) requires timely, efficiently and safely deliver quality services and facilities in a fiscally responsible and coordinated manner'. Div. 1.3.4(a) is to ensure standards are consistently applied to similar applications and circumstances. Div. 1.3.4(b) is to ensure landowners, the public and decision-makers know the amount, location and type of growth to expect" The complete lack of specificity and transparency of The Applicant renders meaningless the intent and purpose of LDR

With respect to The deed restricted filed CC&
LDR Div. 1.6.6 provides The LDR is not intended to supersede, annul or interfere with any "covenant, deed restriction or other private agreement." The Applicant is clearly trying an impermissible end-run around its legally mandated restrictions, especially the failure to obtain (as a precondition to The application) 2/3 approval/amendment by homeowners.

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The application should be declared void and premature based on the failure to comply with the deed restricted CC+R'S of the Golf and Tennis community. The LDR recognizes it cannot supersede the CC+R requirement.

Under Div. 1.9, the Applicant is clearly seeking a non-conforming deviation for the property based on the 2002 approval, seeking to strike the real "housing" requirement, lack of evidence of any need, lack of evidence why it cannot comply with the 2002 approval and expand housing on the existing area. There is no exemption, exception or justification for non-compliance, rather than the "el cheapo" desire for deviation from the existing employee housing.

The LDR set for affordable workforce housing standards in Div. 6.3 which provides the purpose is to provide work force housing proportionat to the need. The legislative mandate is defined to establish a "local workforce", not transient, seasonal migration. The goal is to have 65% of the employed locally, live locally. The burden is on the Applicant to comply with the LDR.

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Div. 6.3.3. authorizes The Director to requi
an independent calculation" to determine if
affordable housing is needed, its timing and locatio
There is no showing or evidence anywhere
in The Application as to need, location wher
proposed, to satisfy The Application burden.
Further, Div. 6.3.4. specifically defines what
constitutes "affordable workforce housing" and There
is no reference to RV's, campers, tiny houses e
as Applicant desires. Applicant has made no
showing or evidence why it can't (not won't)
comply with approved 2002 plan for employee housing.
There is no basis in The LDR to approve
a campground on a seasonal basis for seasonal
employees.

The Applicant's attempt to gain approval of
an unknown, future something we're not going to
tell you is a misguided attempt to scam
he Homeowners and County. The intentional lack
f specificity, flag waving of "employee housing" with
o showing of need and failure to comply with
he spirit and requirements of LDR warrants denial

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G. Homeowner Concerns

There have been no cogent, honest answers to many questions re The Applicant's intentions. Questions regarding employee work hour requirements restrictions, housing income/other property ownership guests, rentals, security at employee housing have all gone unanswered. Questions of employee criminal background checks, drug testing have been ignored. When the campground issue arose, There were questions re types of RV/campers, abandoned RV's, removal at season's end, insurance/surety for safety/security were all raised with responses by Applicant like yeah-yeah we're looking at it, we'll deal with it in The future, we're not sure etc. The elephant question in the room as to why Applicant won't comply with The 2002 approval and build more similar employee housing, if needed is consistently ignored.

Approval of the Application would promote an eyesore, nuisance, unreasonably interfere with property rights, safety, traffic and devalue homeowner's property (at a time when The past 2 assessor's routinely/annually raise taxes 30-60% on

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Golf + Tennis homeowners)

Homeowner requests the Planning Commission to reject the Application for lack of specificity, need, violations of the CC+R's, safety concerns and failure of the Applicant to uphold its burden of proof for the amendment/application.

Sincerely,

S+B Irrevocable Trust
by Susan Frankewich Trustee

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VAIL RESORTS
EXPERIENCE OF A LIFETIME

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Vail Resorts Reports Fiscal 2017 Fourth Quarter and Full Year Results and Provides Fiscal 2018 Outlook

BROOMFIELD, Colo., Sept. 28, 2017 /PRNewswire/ -- Vail Resorts, Inc. (NYSE: MTN) today reported results for its fourth quarter and fiscal year ended July 31, 2017 and provided its outlook for the fiscal year ending July 31, 2018.

Highlights

- Net income attributable to Vail Resorts, Inc. was $210.6 million for fiscal 2017, an increase of 40.6% compared to fiscal 2016. Included in net income for fiscal 2017, on a pre-tax basis, are charges for an increase in the Canyons contingent consideration of $16.3 million and a future contribution to Town of Vail parking of $4.3 million, as well as a foreign currency gain of $15.3 million on the intercompany loan to Whistler Blackcomb Holdings Inc. ("Whistler Blackcomb").
- Resort Reported EBITDA was $593.4 million for fiscal 2017, an increase of 31.1% compared to fiscal 2016. Fiscal 2017 Resort Reported EBITDA includes the operations of Whistler Blackcomb and Stowe Mountain Resort ("Stowe") prospectively from their respective acquisition closing dates and $10.8 million of acquisition and integration related expenses.
- Season pass sales through September 24, 2017 for the upcoming 2017/2018 North American ski season increased approximately 17% in units and 23% in sales dollars as compared to the period in the prior year through September 25, 2016, including Whistler Blackcomb and Stowe pass sales in both periods, adjusted to eliminate the impact of foreign currency by applying current period exchange rates to the prior period.
- The Company issued its fiscal 2018 guidance range and expects Resort Reported EBITDA to be between $652 million and $682 million, including an estimated $2.6 million of integration related expenses.

Commenting on the Company's fiscal 2017 results, Rob Katz, Chief Executive Officer, said, "We achieved another year of record-breaking results with strong growth across our business. We are very pleased to complete the year with Resort Reported EBITDA of $593.4 million, which included $10.8 million of acquisition and integration related expenses. Our results were driven by our world-class network, the acquisition of Whistler

Stock Quote : Nov 9, 2018 4:02 PM EST
MTN (NYSE)
$265.37
Detailed Quote »

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Nov 9, 2018 4:41 pm

Previous close $ 265.37 -2.03 -0.76% | Day low $263.48 | Day high $267.16 | 52 week low $200.58 | 52 week high $302.76

Income Statement | Balance Sheet | Cash Flow Statement | Annual Financials

Annual Financials for Vail Resorts Inc.

View Ratios

Fiscal year is August-July. All values USD millions.	2014	2015	2016	2017	2018	5-year trend
Sales/Revenue	1.25B	1.4B	1.6B	1.91B	2.01B	
Cost of Goods Sold (COGS) incl. D&A	1.12B	1.2B	1.31B	1.5B	1.35B	
COGS excluding D&A	984.37M	1.05B	1.15B	1.32B	1.14B	
Depreciation & Amortization Expense	140.6M	149.12M	161.49M	189.18M	204.46M	
Depreciation	136.6M	144.02M	156.79M	180.86M	199.16M	
Amortization of Intangibles	4M	5.1M	4.7M	8.3M	5.3M	
Gross Income	129.67M	203.57M	287.3M	402.72M	662.87M	

	2014	2015	2016	2017	2018	5-year trend
SG&A Expense	-	-	-	-	251.81M	
Research & Development	-	-	-	-	-	
Other SG&A	-	-	-	-	251.81M	
Other Operating Expense	-	-	-	-	-	
Unusual Expense	22.03M	2.16M	4.2M	23.8M	(1.85M)	
EBIT after Unusual Expense	107.64M	201.41M	283.1M	378.92M	412.92M	
Non Operating Income/Expense	(1.21M)	(1.91M)	(123,000)	15.62M	(13.07M)	
Non-Operating Interest Income	375,000	246,000	723,000	6.11M	1.94M	
Equity in Affiliates (Pretax)	1.26M	822,000	1.28M	1.88M	1.52M	
Interest Expense	64M	51.24M	42.37M	54.09M	63.23M	
Gross Interest Expense	64M	51.24M	42.37M	54.09M	63.23M	

	2014	2015	2016	2017	2018	5-year trend
Interest Capitalized	-	-	-	-	-	
Pretax Income	44.07M	149.33M	242.62M	348.45M	340.09M	
Income Tax	15.87M	34.72M	93.17M	116.73M	(61.14M)	
Income Tax - Current Domestic	9.65M	18.17M	81.11M	63.98M	(33.8M)	
Income Tax - Current Foreign	-	3.58M	4.43M	18.31M	18.44M	
Income Tax - Deferred Domestic	6.22M	13.16M	8.65M	32.67M	(42.98M)	
Income Tax - Deferred Foreign	-	(189.000)	(1.03M)	3.77M	(2.79M)	
Income Tax Credits	-	-	-	-	-	
Equity in Affiliates	-	-	-	-	-	
Other After Tax Income (Expense)	-	-	-	-	-	
Consolidated Net Income	28.21M	114.61M	149.45M	231.72M	401.23M	
Minority Interest Expense	(272.000)	(144.000)	(300.000)	21.17M	21.33M	
Net Income	28.48M	114.75M	149.75M	210.55M	379.9M	
Extraordinaries & Discontinued Operations	-	-	-	-	-	
Extra Items & Gain/Loss Sale Of Assets	-	-	-	-	-	
Cumulative Effect - Accounting Chg	-	-	-	-	-	
Discontinued Operations	-	-	-	-	-	
Net Income After Extraordinaries	28.48M	114.75M	149.75M	210.55M	379.9M	
Preferred Dividends	-	-	-	-	-	
Net Income Available to Common	28.48M	114.75M	149.75M	210.55M	379.9M	
EPS (Basic)	0.79	3.16	4.13	5.36	9.40	
Basic Shares Outstanding	36.13M	36.34M	36.28M	39.25M	40.4M	
EPS (Diluted)	0.77	3.07	4.01	5.22	9.13	
Diluted Shares Outstanding	37.06M	37.41M	37.31M	40.37M	41.62M	
EBITDA	270.27M	352.69M	448.78M	591.88M	615.53M	

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RECOMMENDED

We're concerned that what is planned is of a temporary transient nature (trailers, mobile homes, etc.) vs. permanent facilities such as the existing facilities/structures and employee housing. We don't want a trailer park !! We are also concerned and want to insure that any development minimizes the impact on the wild life that frequent the area along the river. Thank you.

Paul and Susan Divjak

6785 N. Foxtail

Jackson, Wy. 83001

Does employee housing opportunities mean pads and hookups for trailers and 5th wheels? Or houses? What do they plan to build?
Thanks for your time, Donna Clark

Teton County Planning and Development Principal Planner, Roby Hurley and team:

In response to the Teton County Planning and Development letter date October 12, 2018, I voice the following objections, observations and concerns:

1.) Land in consideration is a Wildlife corridor for migrating moose, elk and buffalo as well as deer. This area has already been compromised by extensive additional building sites, limiting the ability for these animals to survive in their natural habitat. This also limits the quality of life for those of us who purchased property here because of the natural migration of animals.

2.) Utilities have already been over taxed and stretched to inconvenience. Vail Resorts have yet to address water pressure issues at and around 750 East Sagebrush Dr. Three years ago water pressure was tested and Gros Ventre Utilities AKA Vail Resorts admitted water pressure percentages were below acceptable levels. This is especially true summer season when occupancy is to full occupancy, and sprinklers are on residential areas as well as golf course. At times, water trickles out of water interior faucets. How will this additional living spaces impact an already existing problem?

3.) Septic coincides with the water problems that already exist. Original plans for Jackson Hole Golf and Tennis Resort included bathrooms near or in the Pro Shop as well as the Tennis Court area. That was how the original Master Plan was approved. As it now stands, there are only one upper and lower bathroom (one stall for female and male on each level) for Tennis, Golf, Bar, Restaurant, Pool and Fitness room as well as the Clear Span Event Tent outside the parking area, which houses 100 plus wedding/event guests almost 3-4 nights a week. During the summer Vail resorts owns and uses their own disposal outdoor toilets, which are parked in the parking lot. All of these facts appear to be stretching the limits of what safe health practices should be.

4.) Traffic on Spring Gulch Road has increased steadily and is already constant, often too fast for speed limits and on a very narrow and weaken road. With the newly reconstructed Cattleman's Bridge, the deterrent of the Round-A-Bout on Hwy 89, quick route to and from airport, as well as a quick road avoiding downtown via the village, traffic has doubled. How will the increase of constant traffic flow and maintenance needs on Spring Creek Gulch Road, be addressed?

5.) Who will be responsible for overseeing the constant maintenance and of the 'natural fencing' of which Vail Resorts propose? This proposed compound is near the road and visible to heavy traffic traveling past as well as

Jackson Hole Golf And Tennis Estates property owners and members to Jackson Hole Golf and Tennis Resort. How will this proposal improve membership and property values of tax paying citizens? What guarantee is there Vail Resorts will house employees for years to come? or become another short term rental area for Vail Resorts to make further income at the member and property owners sake?

6.) What guarantee will be established so Vail Resorts doesn't alter the Planning status in the near future or put financial maintenance burdens on the surrounding property owners? Case in point: Vail Resorts took over Jackson Hole Golf and Tennis and they soon decided the responsibility of Jackson Hole Golf and Tennis Estates was not in their best interests, thus, leaving property owners to dissolve into numerous HOA entities. This also left the question, and still the query continues, who is responsible for maintenance and ownership of Sagebrush Dr. ? Jackson Hole Golf and Tennis was and is, responsible for water flow into and maintaining the "upper holding pond" off of hole 3 and 4. This is in dispute today with Vail Resorts saying it's not their's to financially be responsible for. Discussion of responsibility is continuous with Vail Resorts and with each concern, Vail Resorts have proven themselves to be narcissistic.

Please note, I, Deb Penk, have owned and resided at 750 East Sagebrush Drive for over 18 years. A majority of this time I've been a paying member of Jackson Hole Golf and Tennis Resort, initialing my membership prior to Vail Resorts ownership. My experience with Vail Resorts has shown this corporation to demand profit at all costs. Approving this amend to Jackson Hole Golf and Tennis Master Plan can only benefit Vail Resorts, without any consideration to the members, neighbors or wildlife.

Sincerely,

deb Penk 750 East Sagebrush Dr. Jackson, WY 83001

We are opposed to the amending of the 2002 Master Plan to allow trailers .
If JHGT wants housing for employees, the plan calls for townhomes or cabins. Trailers, as I am sure you are aware of , are not acceptable in most neighborhoods nor should they be EVEN considered in a neighborhood such as JHGT.
JHGT had employee housing that worked for many years in the style of an apartment on the southeast corner of Spring Gulch. Wasn't it their choice to demolish this specific employee housing? Sorry.
Susan and Fred Kingwill

Dear Planning Commissioners:

My wife and I are residents of Jackson Hole Golf & Tennis #2 and reside on Cottonwood Dr., across the street from the proposed employee housing. Generally we don't have a problem with the golf course adding additional employee housing, but it should be done in a desirable way for the neighborhood. To us that means several things:

1. It is our belief that the current employee housing is for golf course employees only. We think that should be the case with the proposed housing also. That way the golf course is not going to get into the landlord business which they are not expert in. I am a real estate broker and know that renters can be difficult to evict if they are causing problems for them and the neighborhood. At least, if they are employees and can be dismissed the golf course can more easily have the problem tenant vacate.

2. We believe that whatever type of housing is chosen, that it be properly screened from the road. Apparently this has been required in the past and JHG&T has done the minimum and not maintained the screening. This is evident with their maintenance building. One can see that trees were planted, but they are all dead now. The

golf course knows how to grow stuff; that's a vital part of what a golf course does. This screening was obviously neglected and is an insult to those who required it. Our strong suggestion is that any new housing, *along with the maintenance building* be screened from Spring Gulch Road with a landscape mound planted with evergreen trees and properly irrigated and maintained. Our understanding is that one can have a landscape mound less than 5' high and not violate any other requirements. We would suggest 4' 11" since it will settle in time. The mound should be populated with evergreen trees to maintain the screen during winter. We also understand that there is a rule to replace cottonwoods, in this case, with more cottonwoods. But the required number of cottonwoods can be placed closer to the levee where the county wants it, then use an adequate number of evergreens on the landscape mound to screen from SGR.

3. Adequate parking should be provided for the maximum number of occupants.

4. No dogs should be allowed due to the fact that these will be employees who will be gone from the premises during the day and to prevent problems with the wildlife which is very close by.

Thank you for your consideration,

Ann and Joe Wenger 255 E. Cottonwood Dr. Jackson, WY 83001

Dear Planning Commissioners,

I am writing to express my concern about the application Vail/JHG&T has submitted to amend the 2002 Master Plan and to allow for the possibility of a future employee trailer park in the NRO in a currently forested area and not within the existing maintenance yard footprint, adjacent to a seasonal channel (ditch) of the Gros Ventre River. This area includes critical moose habitat, cavity nesting birds and raptor nests. It is also in the wildlife migration corridor.

In 2002, as part of the TC approved Vail Master Plan EA, the WY G&F Dept. recommended that no further development occur west of the Snack Shop. Despite this, the new application is proposing new development in the area that was to be left undeveloped.

Teton County's 2018 new wildlife habitat map shows this same area, as an area to specifically avoid for any new development due to its important habitat for wildlife.

The application seems to suggest that for 5 months of the year the seasonal trailer park would be occupied by JHG&T employee, but that at other times of the year the trailer spaces could potentially be rented to others. Similarly for the option of tiny houses that could be proposed for the same area, these would be utilized by JHGT employees during 5 months. The rest of the year they could be long term rented. Vail/JHG&T has considered having private buyers purchase the units and then work out a lease back option for 5 months and long term rent them for 7 months. In 2016, when a similar proposal for a trailer park was first heard by this Planning Commission, you placed a condition of occupancy for mid- April to late October. Occupancy of any kind would not be allowed from early November to mid April, due to wildlife habitat and migration. Another condition that nearby residents suggested needed to be added, was a prohibition on dogs, similar to what the Affordable Neighborhood has.

The application discusses the seasonal housing that the Grand Teton Lodge Company provides its employees within Grand National Park. This housing sits on National Park Service lands in designated employee housing areas, not in public areas, and is heavily regulated by the National Park Service through the contract Vail Resorts has with the NPS. It is an irrelevant comparison to justify employee housing at JHG&T. It's an apples and oranges comparison. Housing seasonal employees in a national park under federal contract regulations is very different than housing seasonal employees in a Planned Unit Development/Resort amidst multiple private neighborhoods.

The other golf resorts with residences in Teton County do not use trailers across from their main clubhouses to house seasonal employees. The other golf resorts are not located immediately adjacent to Grand Teton National Park lands and within the Gros Ventre River wildlife migration corridor.

At meetings over the last two years with changing proposals from JHG&T, Vail/JHG&T regarding JHG&T seasonal housing, Grand Teton Lodge Company executives have repeatedly publicly stated their unwillingness to expend capital funds to construct employee housing despite the fact this was previously envisioned in the 2002 Master Plan. They want to place the burden on the seasonal employees to arrive with their own trailer as a housing unit.

Yet Vail has a very healthy financial picture and has invested major capital in employee housing at its other resorts throughout the US and in Canada. So too have other large employers here in Teton County.

Residents who purchased homes or constructed homes in the neighborhoods adjacent to JHG&T expected that a residential resort (PUD) of this caliber,with an approved Master Plan, would continue to remain a residential area with high standards as spelled out in the 2002 Master Plan. Residents overwhelmingly oppose a seasonal trailer park being permitted as a future housing option.

It is also curious that some neighbors were told that an area that had generally been identified in the 2002 MP as a potential place to expand with a few town home style housing units, could not be used. Yet it is now being considered as a location for Verizon to construct a 75 foot mono pine tower, surrounded by a fence adjacent to the current employee dorms. Of course Vail/JHG&T will benefit financially by construction and leasing fees that Verizon will be paying for years to come.

Thank you for your careful review of this application and your attention to the concerns of many of us who live year round in proximity to JHG&T.

Joan Anzelmo 270 E Cottonwood Drive Jackson, WY 83001

Dear Commissioners:

I am writing in support of the proposed amendment to the JHG&T Master plan. I live close to the effected area and believe that JHG&T has developed a thoughtful plan that will not disturb my neighborhood or the enjoyment of my property.

Sincerely,

Dick Stout

Dear Roby Hurley:

My wife and I strongly agree with Jackson Hole Golf & Tennis amending their Master Plan to have the flexibility for employee housing opportunities. We own the Gun Barrel Steak & Game House and we are fully aware of the need to provide housing opportunities to employees. This is critical to any business in order to succeed in the valley. All communities need to have services and amenities. But because of the nature of costs and availability in the valley it is extremely difficult for employees to secure housing. It is great to see that Jackson Hole Golf & Tennis is trying to help with this critical issue not just adding more strain into an already difficult situation. We should encourage companies like Jackson Hole Golf & Tennis instead of making it so difficult to do and putting roadblocks up.

Sincerely,

Mark & Karen Walker 6455 North Spring Gulch Road

Dear planning commission,

Unfortunately I am unable to attend your scheduled meeting on Nov. 13 as I am currently not in Jackson. I live within 800 feet of the proposed trailer park to provide temporary housing for JHG&T employees. I vehemently oppose amending the 2002 master plan. If Vail Resorts/JHG&T needs more housing, they should provide it as allowed in the 2002 Master Plan, not with a trailer park that destroys a critical wildlife area.

Thank you so much,

Nanci Halper 375 E. Cottonwood Dr Jackson, WY 83001

Commissioners: As long time property owners in JH, although not year round, we have watched the requests of Vail to change the area.

We absolutely support the need for affordable housing, but do not believe that it should be RV parking.

Restrictions should remain that require JHGT, and the area north of town, to build small houses for workers… Not RV pads.

Patrice Stowe 6255 N Spring Gulch Road

Dear planning commission,

Unfortunately I am unable to attend your scheduled meeting on Nov. 13. I am out of Jackson for the moment. I live within 800 feet of the proposed trailer park that would provide temporary housing for JHG&T employees. I oppose changes to the 2002 master plan that would permit the trailer pads. The proposed location of this trailer park is in critical wildlife habitat and in addition would be an unsightly addition to the landscape. If Vail Resorts/JHG&T needs more housing, they should provide it as allowed in the 2002 Master Plan, not with a trailer park that destroys a critical wildlife area.

Thank you so much for your consideration of this mtater.

Sincerely,

Robert M. Halper

Commissioners-

Because I am unable to attend the upcoming hearing on this matter, I am writing this email to express my strong opposition to the Vail/Jackson Hole Golf and Tennis proposed amendments to the original 2002 Master Plan for our community.

I fully support the original 2002 Master Plan with its locations and designs for future seasonal employee housing. I am emphatically opposed to any changes to it, especially the construction of RV and/or Trailer Parks.

Please take my comments for the record.

Thank you.

Charles F Hutson 6160 Prickly Pear Lane Jackson, WY 83001

Dear Planning Committee,

As a home owner on the golf course we will be directly effected by these changes and development.

One observation that I have is where do these JHG&T employees currently reside. It would be interesting to actually do a "consensus" of the employees to actually find out if Vail "needs" to build temporary employee housing. I understand and appreciate the employee housing problem in JH, but does JHG&T really need temporary housing, and then rent it out during the winter season when they have a minimal need for employees. If asked, how many of

these employees own or would buy a trailer to live in for 5-6 months. The winters would destroy these units. It makes no sense.

If Vail is allowed to provide "housing" for their employees, they can certainly afford esthetic cabins that blend into the environment. Not trailer pads. These employees will set outside at night with their fire pits and friends. Urinating around the area in lieu of going into their trailers. There will be risks from fires, even if they are not allowed.

The development associated with JHG&T is arguably one of the nicest developments in all of Jackson. Vail would never consider doing a project like this in Vail or Teton Village.

We need to be conscientious with respect to any changes in the Master Plan, and preserve this precious area. It's all we have.

Thanks for the listening ear.

Larry Catt

Dear Teton County Planning Commission Members,

I am writing to inform you of my support of the 2002 Vail /JHG&T Master Plan and strong opposition to the proposed amendment to this plan, specifically, the proposal to construct any kind of seasonal employee trailer / RV Park at JHG&T.

When my wife and I purchased our lot and subsequently built our home at JHG&T we were positively influenced by the protections and high standards set by the 2002 Master Plan and certainly expected Vail / JHG&T to stand by this plan in the future.

In addition to the disappointment / betrayal that we feel from the recent decision by this large corporation (Vail), to alter the 2002 Master Plan that we were all presented with, including the building in the county's NRO zone (opposed by WY G&F) we are most dismayed by the plans for a Trailer / RV Park rather than more upscale employee housing such as Vail has provided at several of their other properties.

Thank you for your consideration of these issues.

Sincerely,

Marten W Quadland
6125 Prickly Pear Lane
Jackson,WY 83001

Dear Planning Committee members,

As a homeowner at JHG&T, I am writing in opposition to the Vail/JHG&T proposal to amend the 2002 Master Plan. Specifically, I am in opposition to ANY type of seasonal employee trailer park.

I am not in opposition to employee housing as outlined in the 2002 Plan. But the current proposed amendment adds trailers in the county's Natural Resources Overlay (NRO) zone, in a mostly treed area where development was opposed by Wyoming Game and Fish.

When I purchased property at JHG&T over 10 years ago, I expected the high standards of the 2002 Master Plan to be maintained. I did not expect a trailer park as part of the package!

Thank you for taking my comments into consideration.

Paula Szypko
6125 Prickly Pear Ln

Jackson, WY 83001

> As a homeowner at JHG&T I have invested in my property specifically because the neighborhood was subject to a Master Plan that was acceptable and protected the value of and beauty surrounding my home. The idea of having a trailer park for temporary residents is abhorrent.
>
> By allowing the amendment to this master plan, the Teton County Planning Commission will be setting a precedent in allowing any rich and powerful company to re arrange their Master Plans. A host of lawsuits will no doubt be a deterrent to people who want to invest in a home here in JH.
>
> We have backbone on other issues affecting wildlife, why not this one? Vail has plenty of money to address this issue according to their 2002 Masterplan. Their trailer park idea is based in greed, not the welfare and protection of wildlife or preservation of beauty in our neighborhood.
>
> Please do not allow Vail/JHG&T to besmirch the integrity of the Teton County Planning Commission by accepting their greed-based amendment.
>
> Thank you,
> Susan Oelsen
> 325 E Spruce Drive

Council members,

This email is to inform you that my wife Donna and I, full time residents at 6000 Aspen Dr, strongly object to the Vail/JHG&T proposal to amend the 2002 Master Plan. Residents paid considerable prices for homes here and did so based upon and in reliance upon the 2002 Master Plan which Vail agreed to. There is no compelling reason upon which Vail should be allowed to break that agreement nor for the town to breach its trust with the residents by allowing such a change.

We strong urge you to deny Vail's request for amendment.

William T. Sellay

Dear Planning Commissioners:>

> I am writing to express my strong opposition to the proposed master plan amendment proposed by the Vail Corporation/Jackson Hole Golf and Tennis Club (JHG&T). The amendment would permit the construction of a recreational vehicle park directly across from the JHG&T clubhouse on Spring Gulch Road.>

> My opposition is based upon the following observations:>

> 1. The existing 2002 master plan permits the building of additional employee housing already on an adjacent piece of land no more than 200 yards West of the proposed new site. The neighborhood has previously expressed support for construction of a multi-family facility in this area e.g. we support more affordable housing! Why would the Commission entertain an amendment to the master plan when the existing plan addresses the need? Shouldn't there be a higher threshold for Commission consideration to avoid redundant and superfluous amendments to the master plan? I am sure the Commission would want to avoid the appearance, if not the reality, that the master plan has been reduced to a plan of political expediency?

> 2. Over 100 neighbors have consistently opposed the building of an RV campground across from the clubhouse since the Vail Corporation first envisioned it three years ago. Our letters and previous testimonies attest to that fact. It is fair to say that the neighborhood is completely unified in opposition. Vail Corporation, a company with revenues over $40 billion a year, has said it cannot "afford" to build anything more substantial than the RV campground. Really? This is particularly insulting when various press clippings from the Company have touted

their $40+ million commitment to affordable housing in every state other than Wyoming. They are apparently willing to spend money on housing in Canada even, but not here.>

> 3. Vail references their success with RV's on National Park land. That may be true. But this is not National Park land. It is a privately owned golf course community with no comparability to public lands. Can you imagine any other club in the Valley actively entertaining a campground within 50 feet of their clubhouse? Would Teton Pines or 3 Creek? More broadly, would any of the Commissioners support an RV Park in their backyard? >

> Vail Corporation has been a particularly poor steward of JHG&T. It has invested very little money in the enterprise over the last decade. Under their "leadership" what was once the crown jewel of the Valley, is now considered the lesser of the clubs in the area. It is no secret that most residents look forward to new ownership (as soon as possible), owners who will stop degrading the property and instead attempt to restore the impressive legacy of JHG&T.>

> To sum up, the residents in the area support the affordable housing provisions for JHG&T in the existing master plan and see no compelling reason to amend it. If the Commission supports the amendment, it will only serve to add to the perception that the unified views of families living in the immediate area are considered secondary when it comes to the wishes of one corporate entity, one which is not particularly committed to the property and is clearly inept at community relations.>

> Thank you for considering my observations. Your decision will not only dramatically affect our neighborhood but will clearly establish a precedent for other Jackson Hole communities in the future.

Dear Members of the Teton Planning Commission,

My family chose to build our home North of town in the Golf and Tennis development, based on the beauty of the area, abundant wildlife, and the understanding that the area was a protected development under the 2002 Master Plan.

We did not envision any changes to a Master Plan in the future.

I'm sure many homeowners in the Golf and Tennis community have been surprised and disappointed to discover that changes to the Environmental safeguards that are a part of the Master Plan are being considered.

No property owner in Golf and Tennis envisioned a trailer park across from the Clubhouse.

It is interesting that Vail Corp waited until the last of the residential property they owned was sold-to pursue this type of employee "housing."

The proposed location for the employee trailer park is in an undisturbed treed area, adjacent to the County Pathway along Spring Gulch Road and in Teton County's designated NRO, a designation which is intended to provide additional protection for the critical Moose habitat and wildlife migration Corridor in this area.

PLEASE DO NOT allow the 2002 Master Plan to be amended. It is the obligation of Vail Corporation to honor the agreed upon housing that was envisioned In the 2002 Master Plan.

Thank you for your consideration,

Art Miller

To Teton County Planning Staff,

I would hope that you will be supportive in Golf and Tennis' efforts to house their staff. While this is a huge commitment for any employer it is the right thing to do in these circumstances. Not only am I an employer in the county who provides housing I also am a member of Golf and Tennis. By being a member I have heard many times the struggles the employees have had trying to live and work here. Camping, couch surfing and driving from Idaho or Alpine are common "solutions" the employees have. I do not think this is how we as a community wish to solve or meet this challenge. I believe that The Lodge Company is doing the right thing to make employment in this community enjoyable and not a struggle. I think housing folks closer to work cuts down on traffic and frees up other rental stock for the employers who do not have the ability to house staff.

Please support Guy Evans and the Teton Lodge Company's application.

Stephen Price General Manager Spring Creek Ranch

Planning Commission Members,

We are writing to strongly object to Vail/JHG&T's attempt to amend the original 2002 Master Plan in order to expand options for seasonal employee housing, including an RV park.

We purchased our JHG&T cabin and Homesites lot knowing exactly where the NRO zones had been established to protect important wildlife corridors. For more than a decade we have seen first-hand how these corridors have protected wildlife and the idea that an employee RV park right in the middle of an NRO zone seems nonsensical. The County has previously rejected any changes to the Master Plan and the 2002 Plan should continue to prevail without any change. To be sure, the proposed housing totally contradicts all CC&R's that are imposed on residents of JHG&T. The covenants are highly restrictive yet the proposed housing will break all design guidelines. In the end, Vail's blatant attempts to side-step established zoning is simply a bid to overcome its own lack of planning and foresight with regard to seasonal employees.

We are very proud to be homeowners in JHG&T and to be surrounded by others who feel strongly that our 2002 Master Plan should remain unchanged.

Sincerely, Mark and Ann Messana

5910 Coneflower & 6070 Junegrass Jackson Hole Golf & Tennis

Dear Mr Hurley and Planning Staff,

Regarding the recent application by Grand Teton Lodge Company for an amendment to their Resort Master Plan for JH Golf and Tennis, specifically designed to give JHG&TC housing options by calling out a designated employee housing area with specific types of housing options that can be developed, we would like to share our complete support of this application. The goal of housing 65% of summer seasonal workforce on site at JHG&TC is exactly in line with the Jackson Hole Comprehensive Plan and the applicant should be supported in this initiative. Housing employees on private land to benefit a private business using private funding is the best case scenario. It's encouraging to see a Chamber member and prominent business entity taking this approach. We realize there may be local residents that have some concerns, but believe clustering employee housing around existing supporting infrastructure makes sense. We also anticipate GTLC will be thoughtful in their planning for the 6.3 acre parcel and know that the development planning phase will have room for input from all parties.

Thanks for your work on this matter,

Anna Olson, President/CEO

Jackson Hole Chamber of Commerce

Mr. Hurley,

As a long-time member of the Jackson Hole Golf & Tennis Club, I support additional housing for employees of this wonderful recreational and social facility. All the better if the housing is located conveniently nearby the club.

However, it is important to respect the beautiful neighborhoods and homeowners that adjourn the club. As such, without significant vegetation or other obfuscation, Recreation Vehicle ("RV") parking and/or modular units are NOT appropriate for the area along Spring Gulch Road or within the routes that provide ingress and egress to/from the club.

Please do not allow the employee housing in this area to include regular or "season" Recreation Vehicle ("RV") parking, modular units or other high density inappropriate appearing structures.

Mike Herman

We are property owners in JHG&T. We are opposed to Vail/JHG&T being able to amend the 2002 Master Plan. We support the 2002 Master Plan and the way that it identified locations and types of future employee housing. We oppose any type of seasonal employee trailer/camper park as the potential impact on wildlife and their migratory routes and effecting the aesthetic nature of the area. An viable option is to use the Gros Ventre campground (as was done by North Grille chef several years ago).

Regards, Bob & Mary Alice Fitton

Dear Planning Commission,

We are writing to you to express our opposition to the recent proposal to amend the Vail and JHG&T 2002 Master Plan. While we fully support the 2002 Master Plan and the way it identified locations and types of future employee housing. We firmly oppose any type of seasonal employee trailer park.

We purchased our home in the Jackson Hole Golf & Tennis community because the 2002 Master Plan set a high standard for the area and our expectation is that these standard will be maintained.

We ask that you please review this proposal carefully to ensure this decision is mutually beneficial to the community as a whole.

Thank you for your consideration,

Tim & Judy Heffernan 5805 Lupine Dr.

Dear Planning Commissioners:

I am concerned about the above proposed development and it's location in the Natural Resource Overlay (NRO). Any new development should occur within the already disturbed area between the existing housing and maintenance building, as described in the county approved master plan for Jackson Hole Golf and Tennis. The

proposed location would further erode the NRO, as well as the high value habitat as described and mapped in the focal species habitat effort that is pending before the county.

Treed habitat adjacent to the Gros Ventre River and associated riparian habitat is critically important for many species. As the moose population continues to decline, any impact on critical moose habitat and winter range is that much more unacceptable. This is also within an elk migration corridor.

I would also encourage the commissioners to view the site and see that the location between the existing housing and maintenance building is far more preferable from a biological standpoint that impacting the existing treed area within the NRO.

Thank you for the opportunity to comment.

Sincerely Mary Gibson Scott

Dear Roby & Teton County Planning Staff:

Please accept this email as a letter of support for the Jackson Hole Golf & Tennis Club's efforts to meet the needs of their employee housing requirements.

Their approach is consistent with Teton County's housing initiative, housing 65% of their employees on site - and they have the space and the will to make it happen, without asking for financial support from County Gov or State (WCDA).

I understand their resort master plan amendment as been submitted in an effort to provide housing options on a 6.3 acre parcel currently owned by JHG&T. By granting their amendment, it will not limit your involvement regarding approval for their development plan - but it will create more flexibility/creative thinking to maximize the opportunity.

I currently sit on the Wyoming Community Development Authority Board (WCDA) - an instrumentality created by the State Legislature to help meet affordable housing (ownership and rental) needs. Flexibility is becoming key to solving some of these challenges, and Teton County ranks at the top of 'land challenged' communities.

I hope you can grant JHG&TC's request for the housing amendment to allow collaborative, creative solutions that meet their needs, the needs of their local residents (always central to planning decisions), and keep more of our local workforce in our Valley.

Thank you for your time,

Kari Cooper

PO Box 1483, Jackson, WY 83001

Teton County Planning,

I do hope that the County is going to positively work with JHG&TC and concerned neighbors to move forward with this housing proposal. Use of an already disturbed area and simple mitigation efforts will bring workforce housing out of town and close to the work place. This will generally reduce traffic on the highway or Spring Gulch Road as well as open up housing opportunities for others in town. Seems to fit the needs of the community pretty well.

Bob Hammond, P.E.

Resident Engineer
WYDOT - Jackson, WY

TOWN OF JACKSON
TOWN COUNCIL
AGENDA DOCUMENTATION

PREPARATION DATE: December 5, 2018
MEETING DATE: December 17, 2018

SUBMITTING DEPARTMENT: Administration
DEPARTMENT DIRECTOR: Larry Pardee
PRESENTER: Roxanne Robinson, Assistant Town Manager

SUBJECT: Committee Appointments for Approval of Minutes

STATEMENT/PURPOSE

The purpose of this item is for the Town Council to appoint a committee made up of elected officials continuing their term of office in 2019 in order to approve the minutes of meetings that occurred prior to the term of office commencing for Councilmembers elected in the 2018 general election.

BACKGROUND/ALTERNATIVES

Pursuant to Roberts Rules of Order, 11th Edition, a special committee appointed for the purpose of approving minutes due to a change in the makeup of the board has the authority to approve minutes at the beginning of the next meeting. This committee can be made up of one or more members and this special committee will cease to exist as soon as they have completed this task.

Because we have three municipal elected officials continuing their term of office in 2019, the Council could forego the creation of this committee at this time and the three elected officials continuing their term can simply approve the minutes at the next regular meeting with the two newly elected officials abstaining from that vote. However, it will be important in future years to establish this precedent should there be a time where only two elected officials are continuing their term of office.

Staff recommends the Council appoint a special committee for the purpose of approving the minutes at the next regular meeting due to a change in the makeup of the Town Council and that this committee be made up of Pete Muldoon, Hailey Morton Levinson and Jim Stanford.

The Town Council has several options listed below:

1. Appoint a special committee comprised of Pete Muldoon, Hailey Morton Levinson and Jim Stanford for the purpose of approving the minutes at the next regular meeting due to a change in the makeup of the Town Council.
2. Take no action at this time and have the three elected officials continuing their term of office act on the minutes at the next regular Town Council meeting.
3. Discuss the issue and continue action on the item until a special meeting held prior to January 7, 2019.

STAKEHOLDER ANALYSIS

The stakeholders involved in this issue are the Town Council and the Town of Jackson organization in following Roberts Rules of Order.

ATTACHMENTS

None.

FISCAL IMPACT
None.

STAFF IMPACT
None.

LEGAL REVIEW
Complete.

RECOMMENDATION
Staff recommends the Council appoint a special committee for the purpose of approving the minutes at the next regular meeting due to a change in the makeup of the Town Council and that this committee be made up of Pete Muldoon, Hailey Morton Levinson and Jim Stanford.

SUGGESTED MOTION
Should the Council be ready to take action, one possible motion would be:

I move to appoint a special committee comprised of Pete Muldoon, Hailey Morton Levinson and Jim Stanford for the purpose of approving the minutes at the next regular meeting due to a change in the makeup of the Town Council.

Synopsis for PowerPoint (120 words max):

Background:

The purpose of this item is for the Town Council to appoint a committee made up of elected officials continuing their term of office in 2019 in order to approve the minutes of meetings that occurred prior to the term of office commencing for Councilmembers elected in the 2018 general election.

MEMORANDUM

TO: Mayor and Town Council

FR: Larry Pardee, Town Manager

DT: December 17, 2018

RE: Town Manager's Report

Sales and Lodging Tax

The Town budgeted a total of $1,106,184 in lodging tax revenues for FY19 from the 30% visitor impact portion combined with the 10% general fund portion. We have collected $819,462 to date which is 74.1% of total projected collections. December 2018 revenue represents collections from October 2018. These amounts are tracked through the Special Revenue Fund for the Lodging Tax.

Sales tax collections year to date are 5.8% over last year. December collections are up 26.7% over the same collection period last year. The large increase could be related to internet sales. Collections are currently tracking at $577,979 more than budgeted. However, we are only six months into collections and we still have January through June 2019, collections to account for before realizing any unanticipated revenue. December 2018 revenue represents collections from October 2018.

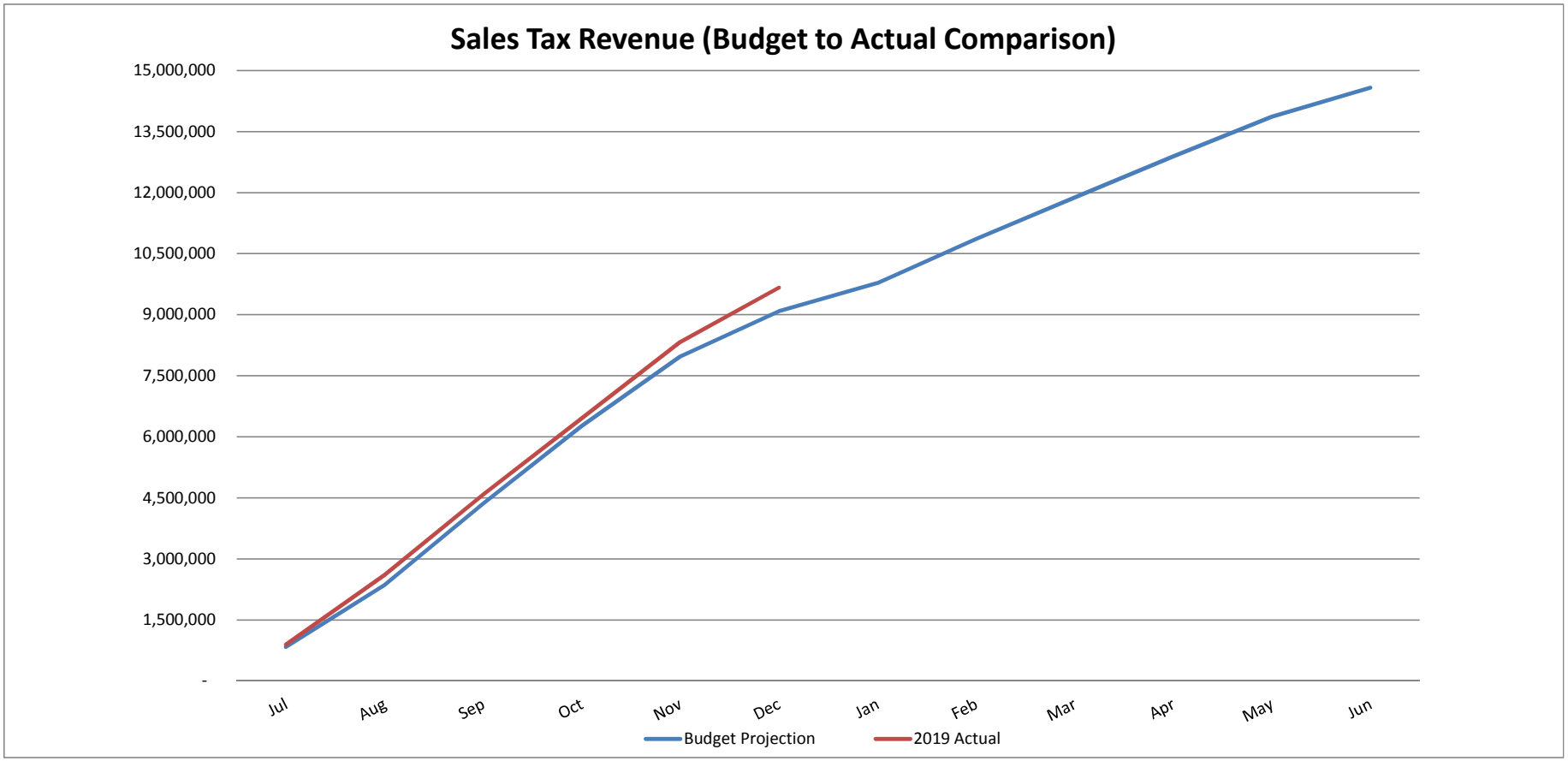
Town of Jackson Leadership and Culture Development

The Town of Jackson organization conducted training around leadership and culture development within our organization over the past two weeks. There were sessions specifically geared towards Senior Staff as well as all managers and key personnel in the organization and there were also sessions designed for employees at any level in the organization. It is imperative that the Town continue to invest in training around leadership and management in the organization as well as maintaining a health culture that promotes and encourages empowerment, teamwork, vision, goals and objectives, core values, customer focus, and organizational learning. The Town Council will continue to see funding requests and staff time set aside and prioritized to invest in our employees as this is the fundamental principal in maintaining a successful and healthy organization. If members of the Council would like specific information about the training recently conducted, feel free to contact the Town Manager or any Director in the organization.

TOWN OF JACKSON, WYOMING
SALES TAX COLLECTIONS (4% and 1%)
December-18

Receipt Month	FY2015	FY2016	15/16 Change	15/16 Percent Change	FY2017	16/17 Change	16/17 Percent Change	FY2018	17/18 Change	17/18 Percent Change	FY2019	18/19 Change	18/19 Percent Change	12 Mth Rolling Avg	Sales Month
Jul	$ 621,792	$ 713,141	$ 91,349	14.7%	$ 807,564	$ 94,423	13.2%	$ 807,972	$ 408	0.1%	$ 890,746	$ 82,774	10.2%	11.1%	May
Aug	1,249,588	1,287,639	38,051	3.0%	1,411,501	123,863	9.6%	1,551,376	139,875	9.9%	1,711,050	159,674	10.3%	11.2%	Jun
Sep	1,488,138	1,705,468	217,330	14.6%	1,920,244	214,777	12.6%	1,971,647	51,402	2.7%	1,979,587	7,941	0.4%	10.8%	Jul
Oct	1,513,838	1,750,353	236,515	15.6%	1,665,117	(85,236)	-4.9%	1,897,973	232,856	14.0%	1,868,746	(29,227)	-1.5%	8.7%	Aug
Nov	1,523,192	1,420,820	(102,372)	-6.7%	1,533,746	112,925	7.9%	1,850,527	316,781	20.7%	1,877,983	27,456	1.5%	6.5%	Sep
Dec	826,299	1,002,143	175,844	21.3%	1,046,289	44,146	4.4%	1,054,095	7,806	0.7%	1,335,327	281,232	26.7%	8.4%	Oct
Jan	587,477	600,037	12,560	2.1%	655,026	54,989	9.2%	680,672	25,645	3.9%	-	----	---	----	Nov
Feb	822,382	831,587	9,205	1.1%	1,032,128	200,542	24.1%	1,166,026	133,898	13.0%	-	----	---	----	Dec
Mar	683,968	850,550	166,581	24.4%	947,188	96,639	11.4%	1,066,105	118,917	12.6%	-	----	---	----	Jan
Apr	712,992	915,256	202,263	28.4%	859,580	(55,676)	-6.1%	1,041,459	181,879	21.2%	-	----	---	----	Feb
May	815,782	842,792	27,010	3.3%	874,371	31,579	3.7%	1,010,453	136,082	15.6%	-	----	---	----	Mar
Jun	544,020	610,312	66,292	12.2%	660,771	50,459	8.3%	728,398	67,628	10.2%	-	----	---	----	Apr
Totals	$ 11,389,469	$ 12,530,098	$ 1,140,628	**10.0%**	$ 13,413,526	$ 883,428	**7.1%**	$ 14,826,704	$ 1,413,178	**10.5%**	$ 9,663,439	$ 529,849	**5.8%**		

Budgeted Sales Tax for FY 2018	4.00%	$ 14,576,001
Budgeted Sales Tax Year-to-Date	4.00%	9,085,460
Actual Sales Tax Collected Year-to-Date		9,663,439
Leading (Lagging) Budget - through December		$ 577,979



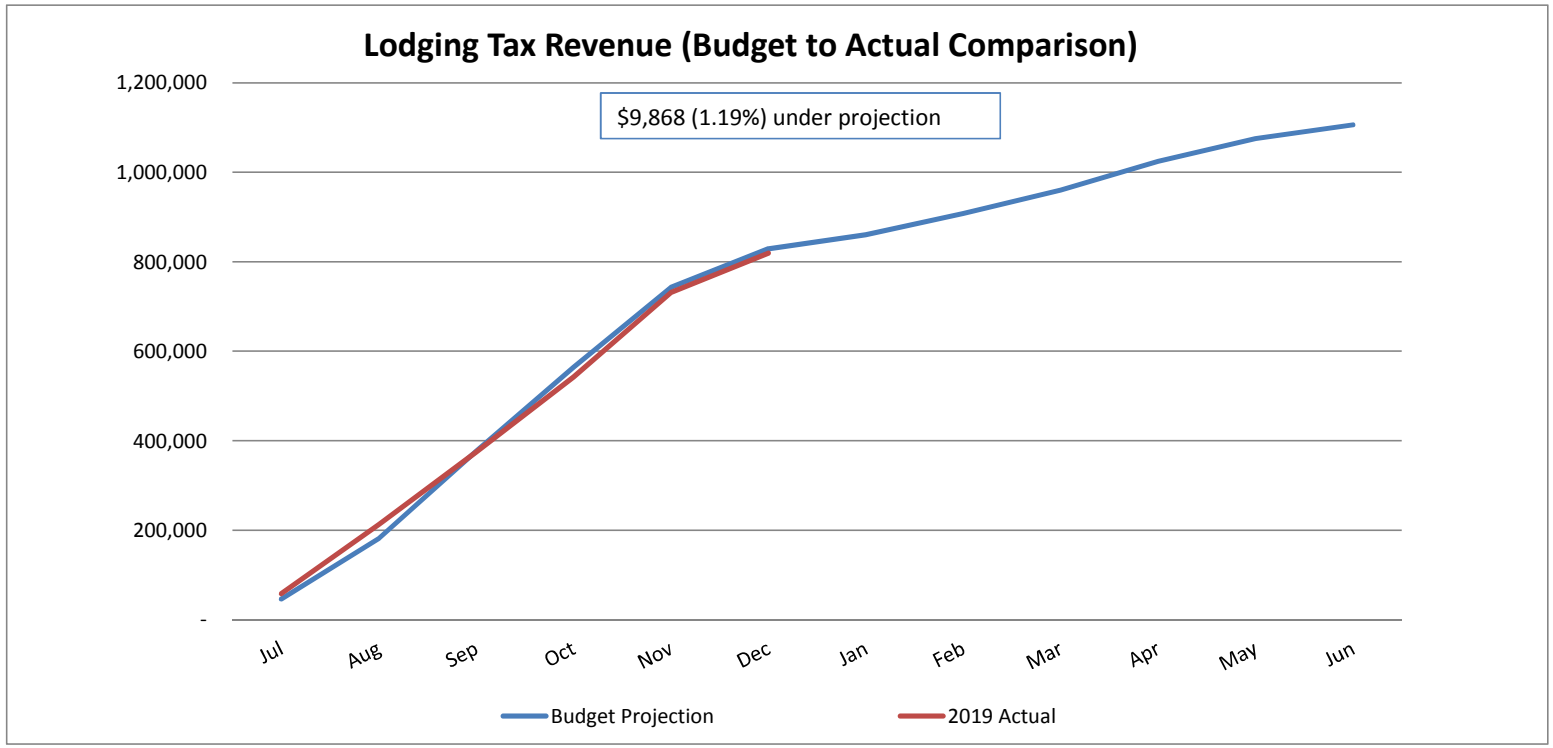
TOWN OF JACKSON, WYOMING
LODGING TAX REPORT
December-18

Month Received (2 mos. lag)	Lodging Tax - Total				Town				County			
	Total	Promotion T&T Board	Visitor Impact	General Fund	Visitor Impact	General Fund	Total	T/C Split Percent	Visitor Impact	General Fund	Total	T/C Split Percent
FY2019:												
July	$ 323,950	$ 194,370	$ 97,185	$ 32,395	$ 43,597	$ 14,532	$ 58,130	44.9%	$ 53,588	$ 17,863	$ 71,450	55.1%
August	1,096,755	658,053	329,027	109,676	115,982	38,661	154,642	35.3%	213,045	71,015	284,060	64.7%
September	1,194,277	716,566	358,283	119,428	121,243	40,414	161,657	33.8%	237,040	79,013	316,054	66.2%
October	1,158,899	695,340	347,670	115,890	126,204	42,068	168,272	36.3%	221,466	73,822	295,288	63.7%
November	1,137,494	682,496	341,248	113,749	141,481	47,160	188,642	41.5%	199,767	66,589	266,356	58.5%
December	535,742	321,445	160,723	53,574	66,089	22,030	88,119	41.1%	94,633	31,544	126,178	58.9%
January	-		-	-			-	---			-	---
February	-		-	-			-	---			-	---
March	-		-	-			-	---			-	---
April	-		-	-			-	---			-	---
May	-		-	-			-	---			-	---
June	-		-	-			-	---			-	---
Totals	$ 5,447,117	$ 3,268,270	$ 1,634,135	$ 544,712	$ 614,597	$ 204,866	$ 819,462	37.6%	$ 1,019,538	$ 339,846	$ 1,359,384	62.4%

	Visitor Impact	General Fund	Total
TOJ Budget	$ 829,638	$ 276,546	$ 1,106,184
Budget Remain	$ 215,041	$ 71,680	$ 286,722
Earned			74.1%
Remaining			25.9%

12 Month Rolling Avg
11.1%

	FY2018 Year-to-Date	FY2019 Year-to-Date	Increase (Decrease)
T&T 60%:	$ 3,139,259	$ 3,268,270	$ 129,011
TOJ 30% Visitor:	584,835	614,597	29,762
TOJ 10% General:	194,945	204,866	9,921



TOWN COUNCIL PROCEEDINGS - UNAPPROVED

DECEMBER 3, 2018 **JACKSON, WYOMING**

The Jackson Town Council met in regular session in the Council Chambers of the Town Hall at 150 East Pearl at 6:00 P.M. Upon roll call the following were found to be present:

MAYOR: Pete Muldoon
COUNCIL: Jim Stanford, Hailey Morton Levinson, Don Frank and Bob Lenz.
STAFF: Larry Pardee, Roxanne Robinson, Audrey Cohen-Davis, Lea Colasuonno, Todd Smith, Tyler Sinclair, Kelly Thompson, Steve Ashworth, Floren Poliseo, Johnny Ziem, Carl Pelletier, and Sandy Birdyshaw.

Public Comment. Rod Newcomb, Noah Osnos, Amelia Howe, Patty Ewing, and Shane Rothman made comment on Snow King's Master Plan Amendment.

Consent Calendar. A motion was made by Don Frank and seconded by Hailey Morton Levinson to approve the consent calendar including items A-J as presented with the following motions.

A. **Meeting Minutes.** To approve the meeting minutes for the November 13, 14, and 15, 2018 special meetings and the November 19, 2018 workshop and regular meeting as presented.

B. **Disbursements.** To approve the disbursements as presented. Jackson Curbside $825.00, Safety Supply $1237.21, Ace Hardware $1523.96, Delcon $692.45, Jackson Hole Historical Society $2062.50, Evans Construction $91225.45, Airgas Intermountain $2652.71, High Country Linen $834.40, Caselle $1198.67, Interstate Battery $1820.30, Interwest Supply $4394.40, Jackson Hole News & Guide $823.66, Dell $10561.44, Lower Valley Energy $20378.31, Teton County Fund 19 $6265.73, Senior Center of Jackson $21750.00, St John's Hospital $650.00, Napa $1294.64, Teton Motors $31560.36, Knobe's $3.99, Wyoming Law Enforcement $1935.00, Ace Equipment $4901.98, WYDOT $20.00, Centurylink $1889.98, Cummins Rocky Mountain $720.00, American Pump Company $12999.20, Macy's Service $218.75, Upper Case Printing $2812.48, Teton County Special Fire $20367.77, Jack's Tire & Oil $5664.72, Teton County Transfer Station $62.00, Roxanne Robinson $336.75, Teton County Clerk $279572.25, Teton County Fund 10 $49787.13, Entenmann-Rovin $423.50, Wyoming.com $5.00, AT&T $591.81, Trans-Alarm $504.00, Verizon Wireless $7739.68, Xerox Corporation $407.38, Kenworth $705.32, Jack's Truck & Equipment $1173.41, Westwood Curtis $331401.93, Yellow Iron Excavation $120.00, Steve Harrington $223.72, MCI Fleet $1008.61, Wyoming Department of Environmental $400.00, James Bristol $25.00, ER Office $625.04, Architectural Building Supply $887.73, UPS $20.56, Cues $1800.00, Miller Sanitation $2044.00, Thomson West $1135.18, Charter $1452.10, Gillig $2951.74, Fire Services of Idaho $920.00, Warner Truck Center $5092.35, Meyring & Associates $9012.66, Brower Psychological $300.00, All Star Auto Parts $95.48, C&A Professional Cleaning $8857.65, MSC Industrial $730.12, Snake River Roasting $101.75, Fleetpride $217.83, Silverstar $2308.15, Specialty Construction $338.50, Big R $240.33, James Phillips $468.06, Poco $315.55, Swagit $1775.00, Trefonas Law $176.40, Jackson Animal Hospital $535.35, ISC $1309.00, Kevin Meagher $10.59, Kellerstrass $26250.45, Wrench It Plumbing $5885.96, Perform Printing $319.25, Amazon $634.89, Greenway Painting $1641.56, Caleb Sauer $278.72, Ron Hurst $100.00m pethealth Services $9.70, Host Compliance $10742.00, Sandy Birdyshaw $685.60, Energy 1 $3800.00, Peter Muldoon $1797.39, Outlaw Brothers Construction $8492.04, Buckrail $375.00, intellichoice $14830.00, new West Building $20000.00, Uniform2gear $1142.88, Day Wireless $3369.68, Sami Robinson $1361.73, Mastercare Cleaning $490.00, Robertson Supply $1931.39, Water Technology Group $520630.00, Gregorio Garcia $305.04, Katherine Newcomb $101.71, Virginian Village $3970.00, Jackson Hole Therapy $190.23, Zuercher $240.00, Gerald Piatt $244.04, Sheel Equipment Company $3457.00.

C. **Special Event: Pedigree Stage Stop Race Ceremonial Start.** To approve the application of Pedigree Stage Stop Sled Dog Race special event on Friday, January 25, 2019, subject to the conditions and restrictions listed in the staff report.

D. **Special Event: Jackson Hole PBR.** To approve the 2019 Jackson Hole PBR special event request from Josh Timon with Outlaw Partners LLC, subject to the conditions and restrictions listed in the staff report.

E. **Special Event: Winter Wonderland.** To approve the application made by Grand Teton Skating Association for the Winter Wonderland Special Event, subject to the conditions listed in the staff report and further approve the Memorandum of Understanding attached to the staff report subject to approval by the Town Attorney including any minor changes approved by the Town Attorney, and authorize the Mayor to execute the agreement.

F. **Special Event: Santa on the Square.** To approve the application of the Chamber of Commerce for the Santa on the Square events from December 15 - December 24, 2018, subject to the conditions and restrictions listed in the staff report.

G. **Temporary Sign Permit: The Phoenix and The Dragon (P18-332).** To approve the temporary banners in conjunction with The Phoenix and The Dragon subject to three (3) conditions of approval.

H. **Temporary Sign Permit: Ceremony of Carols (P18-335).** To approve the temporary banners in conjunction with the Jackson Hole Classical Academy subject to three (3) conditions of approval.

I. **Appointment to a Vacated Seat on the Design Review Committee.** To approve the Mayor's appointment of Danny Wicke to the Design Review Committee for a partial term ending October 31, 2019.

J. **Home Ranch Welcome Center Amendment to MOU.** To approve the request to amend the MOU as proposed (hours and permission to sell Fall Arts Festival posters), direct the Town Attorney to prepare the amendment, and authorize the Mayor to execute the amendment on behalf of the Town of Jackson.

Mayor Muldoon called for the vote on the motion to approve the consent calendar. The vote showed all in favor and the motion carried.

Special Event: Jackson Hole Skijoring. Carl Pelletier made staff comment. A motion was made by Don Frank and seconded by Hailey Morton Levinson to continue this item to allow the Applicant, Public Works and other Stakeholders time to work through the safety, logistics, access, and achievability of this event. Mayor Muldoon called for the vote. The vote showed all in favor and the motion carried.

Sidewalk Snow Removal. Steve Ashworth and Andy Erskine made staff comment. The Town Council discussed service for new sidewalks and staffing at Parks & Recreation. A motion was made by Hailey Morton Levinson and seconded by Don Frank to approve the sidewalk snow removal map and add the new sidewalk along Kelly Street between Cache and Jackson. Mayor Muldoon called for the vote. The vote showed all in favor and the motion carried.

Restaurant Liquor License Application by J & J Food Company LLC dba Miazga's. Sandy Birdyshaw made staff comment. Mayor Muldoon opened a public hearing to hear protests against the issuance, renewal, or transfer of these liquor licenses. No protests were given. Mayor Muldoon closed the public hearing.

A motion was made by Hailey Morton Levinson and seconded by Don Frank to approve the issuance of a restaurant liquor license to J&J Food Company LLC dba Miazga's for the remaining license year ending March 31, 2019, subject to the conditions listed in the staff report and further direct the Town Clerk to issue the license upon confirmation that the conditions of approval have been met within the timeframe set forth in Wyoming Statute 12-4-103(a)(iv).

1) Prior to license issuance, the applicant shall comply with all Town of Jackson Building Codes, Fire, Health & Safety Codes, and the Land Development Regulations, and will have obtained all required permits and approvals from all applicable Town/County departments.
2) Prior to license issuance, the applicant shall provide a copy of the food service permit and a business telephone number.
3) Any additional minor corrections deemed necessary by staff and the Wyoming Liquor Division.

Mayor Muldoon called for the vote. The vote showed all in favor and the motion carried.

Retail Liquor License Transfer of Ownership Name Application by Bud's Eastside LLC. Sandy Birdyshaw made staff comment. Mayor Muldoon opened a public hearing to hear protests against the issuance, renewal, or transfer of these liquor licenses. No protests were given. Mayor Muldoon closed the public hearing.

A motion was made by Hailey Morton Levinson and seconded by Don Frank to approve the application transferring the ownership name of a retail liquor license from Lawrence B. Hartnett to Bud's Eastside LLC located at 582 East Broadway for the remaining 2018-19 liquor license year, subject to the conditions and restrictions listed in the staff report.

1) Any additional minor corrections by staff and the Wyoming Liquor Division.

Mayor Muldoon called for the vote. The vote showed all in favor and the motion carried.

Item P18-330: Development Plan Amendment for Westview Townhomes at 1255 W. Highway 22. A motion was made by Bob Lenz and seconded by Don Frank to continue this item to the next regularly scheduled Town Council meeting on December 17, 2018. Mayor Muldoon called for the vote. The vote showed all in favor and the motion carried.

Item P18-286: Subdivision Plat for One Town Hill at 680 S. Cache Street. A motion was made by Jim Stanford and seconded by Hailey Morton Levinson to continue Item P18-286 to the Town Council meeting scheduled on December 17, 2018. Mayor Muldoon called for the vote. The vote showed all in favor and the motion carried.

Ordinances. A motion was made by Hailey Morton Levinson and seconded by Jim Stanford to read ordinances by short title. Mayor Muldoon called for the vote. The vote showed all in favor and the motion carried.

Ordinance P: An Ordinance Adding Chapter 8.36 to the Jackson Municipal Code Establishing Disposable Bag Requirements.

AN ORDINANCE ADDING CHAPTER 8.36 TO THE MUNICIPAL CODE OF THE TOWN OF JACKSON ESTABLISHING DISPOSABLE BAG REQUIREMENTS AND PROVIDING FOR THE COLLECTION AND DESIGNATION OF THE FEE TO THE TETON COUNTY WASTE REDUCTION PROGRAM AND PROVIDING FOR AN EFFECTIVE DATE.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF JACKSON, WYOMING, IN REGULAR SESSION DULY ASSEMBLED THAT:

Public comment was given by Anna Olson, Wes Gardner, Tom Scott, Stephan Abrams, and Heather Overholser. The Town Council discussed reducing the fee to ten cents or keeping at twenty cents, allowing the retailer to keep the fee, removing the general retailers, automated systems in the finance department for fee collections. Johnny Ziem, Lea Colasuonno, Kelly Thompson made staff comment.

A motion was made by Jim Stanford and seconded by Hailey Morton Levinson to approve Ordinance P at second reading. Mayor Muldoon called for the vote. The vote showed 4-1 in favor with Lenz opposed. The motion carried.

Ordinance Q: An Ordinance Adding Chapter 16.50 to the Jackson Municipal Code Establishing an Office of the Housing Ombudsman.

AN ORDINANCE ADDING CHAPTER 16.50 TO THE MUNICIPAL CODE OF THE JACKSON ESTABLISHING AN OFFICE OF THE HOUSING OMBUDSMAN; AND PROVIDING FOR AN EFFECTIVE DATE.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF JACKSON, WYOMING, IN REGULAR SESSION DULY ASSEMBLED THAT:

A motion was made by Hailey Morton Levinson and seconded by Jim Stanford to approve Ordinance Q at third reading and designate it Ordinance 1203. Mayor Muldoon called for the vote. The vote showed all in favor and the motion carried.

Ordinance R: An Ordinance Repealing Sections of the Jackson Regulations on Sign Code.

AN ORDINANCE REPEALING SECTION 1 OF TOWN OF JACKSON ORDINANCE NOS. 1151 (PART), 1197 (PART), 1162 (PART), AND 1074 (PART) AND SECTIONS 5.6.1.B.4.a, 5.6.1.B.4.b, 5.6.1.B.4.d, 5.6.1.B.4.g, 5.6.1.B.4.i, 5.6.1.C.3.a, 5.6.1.C.5.a, 5.6.1.C.5.b, 5.6.1.C.5.e, and 5.6.1.D.8 OF THE TOWN OF JACKSON LAND DEVELOPMENT REGULATIONS REGARDING SIGN CODE STANDARDS; AND PROVIDING FOR AN EFFECTIVE DATE.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF JACKSON, WYOMING, IN REGULAR SESSION DULY ASSEMBLED THAT:

A motion was made by Hailey Morton Levinson and seconded by Don Frank to approve Ordinance R at third reading and designate it Ordinance 1204. Mayor Muldoon called for the vote. The vote showed 4-1 in favor with Stanford opposed. The motion carried.

Matters from Mayor and Council. A motion was made by Jim Stanford and seconded by Don Frank to direct staff to bring back a budget amendment which provides funding to begin the rollout of the plastic bag program. Mayor Muldoon called for the vote. The vote showed all in favor and the motion carried.

Town Manager's Report. A motion was made by Hailey Morton Levinson and seconded by Jim Stanford to accept the Town Manager's Report. The Town Manager's Report contained an update on the January CAST Meeting and upcoming Town Council Retreat. Mayor Muldoon called for the vote. The vote showed all in favor and the motion carried.

Adjourn. A motion was made by Jim Stanford and seconded by Hailey Morton Levinson to adjourn the meeting. Mayor Muldoon called for the vote. The vote showed all in favor and the motion carried. The meeting adjourned at 7:58 p.m. minutes:spb

TOWN OF JACKSON

_____
Pete Muldoon, Mayor

ATTEST:

_____
Sandra P. Birdyshaw, Town Clerk

Published JH News & Guide: December 12, 2018

TOWN COUNCIL PROCEEDINGS - UNAPPROVED

DECEMBER 4, 2018 **JACKSON, WYOMING**

The Jackson Town Council met in special session in the Town Council Chambers located at in Town Hall at 150 East Pearl Avenue at 6:02 P.M. Upon roll call the following were found to be present:

MAYOR: Pete Muldoon.
COUNCIL: Hailey Morton Levinson, Bob Lenz, and Don Frank. Jim Stanford arrived at 6:03 pm.
STAFF: Larry Pardee, Audrey Cohen-Davis, Lea Colasuonno, Tyler Sinclair, and Sandy Birdyshaw.

Snow King Resort Master Plan Base Area Amendments. Tyler Sinclair made introductory remarks and suggestions for the flow of discussion. Twenty-seven conditions of approval which reflected Council's previous direction were presented for further discussion or any modification. Ryan Stanley and Jeff Golightly responded to Council questions and participated in discussion. The following is a list of the conditions as they were presented:

1. Chapter 1: The applicant shall revise the proposed Master Plan to include all language proposed to be deleted and to include amendments to better align with the 2012 Comprehensive Plan vision for Snow King. The defined vision will be used to review future land use changes in the Plan specifically but not limited to Sub-area #2 until such time it is revised in the future.
2. Chapter 2: Applicant shall revise Chapter 2 to include compliance with the 2012 Comprehensive Plan and the interrelatedness of the 1994 and 2012 Comprehensive Plans.
3. Chapter 3: Applicant shall work with staff to update references to the Land Development Regulations to incorporate the current Land Development Regulations as required.
4. Chapter 4: Applicant shall revise Sub-area #1 or #3 to include all of the proposed building currently split between two sub-areas into one.
5. Chapter 4: Applicant shall revise the Master Plan to include all properties within current Sub-Area #7 with their assigned square footage and APO's. In addition, the applicant shall revise the Chapter to indicate whether property owners in this area are required to be part of SKRMA or not.
6. Chapter 5: Applicant shall revise the proposed land use schedule to require a Conditional Use Permit for all permanent Outdoor Amusement/recreation and Commercial Amusement uses. Specifically, a zip line landing area may be proposed as a Conditional Use Permit in Sub-area #4 only.
7. Chapter 5: Applicant shall revise the proposed land use schedule to require a basic use permit for a temporary Outdoor Amusement/recreation and Commercial Amusement uses. Temporary shall be defined as a use occurring for a period of less than 180 days per year. Upon expiration of the temporary use the operation of and all associated improvements shall be completely removed from the property. There shall be a limit of two basic use permits allowed per use thereafter the use shall be considered a permanent use and require a Conditional Use Permit.
8. Chapter 5: Temporary Outdoor events shall be required to submit a basic use permit for review and approval of staff if there is amplified sound, and attendance by more than 200 participants. Event locations may be approved for multiple events and seasons through the approval of one basic use permit. For example, an outdoor event tent in a specific location may be approved with amplified music and attendance for 250 participants in the same location for an entire summer season.
9. Chapter 5: Applicant shall revise the Chapter to include Day care/Education as an allowed Basic use in all Building Envelopes.
10. Chapter 5: Applicant shall revise the Example Development chart (in all locations) to reflect the new proposed Sub-areas and associated uses and square footages to reflect what has been built to date and what is anticipated in the future.
11. Chapter 6: Applicant shall revise the Chapter to include a requirement that all buildings be reviewed for compliance with the Master Plan Design Guidelines by the Town Design Review Committee.
12. Chapter 7: Applicant shall include language in Sub-area #3 for Lots 53 and 58 to ensure compatibility with the neighborhood to the east including but not limited to consideration at time of Development Plan of stepping down the building height, additional landscape screening, etc.
13. Chapter 7: Applicant shall include language in Sub-area #3 for Lot 57 to ensure compatibility with the recreational area to the west including but not limited to consideration at time of Development Plan to shifting the building to the east, reducing the footprint of the building, breaking it up into multiple buildings, etc. In addition, the applicant shall include language to address bulk and scale concerns with the proposed structure including stepping down the building height, reducing the building height to 2 stories, etc.
14. Chapter 7: Applicant shall revise the plan to include a requirement for alternative transportation mode improvements to connect the Master Plan to Cache Creek Drive including paving, bollards, signage, and other best practices at the time of development of Lots 53, 57 or 58 whichever comes first.

15. Chapter 7: Applicant shall revise Sub-area #4 to reduce the proposed building envelope, to remove discussion of parking and to require a thorough review and consideration of the proposed uses through a Conditional Use Permit both onsite and with the surrounding neighborhood. The applicant shall revise the proposed building envelope on Vine Street to allow for a sidewalk and Complete Street cross section connecting the facility to the resort. Applicant shall revise the allowed maximum building height to 39'.
16. Chapter 7: The applicant shall revise the use table to allow light industrial uses in Sub-area #4 and #5 as a Conditional Use Permit.
17. Chapter 7: Applicant shall provide language in this Chapter to ensure that all development within the Master Plan shall meet the LDR Hillside Development requirements in place at the time of Development Plan.
18. Chapter 7: The applicant shall revise Sub-area #5 to include an option for a 2nd sheet of ice to the west of the existing Snow King Ice Center under the proposed Mountain Sports Facility or on its own.
19. Chapter 7: The applicant shall revise the language in the plan to require a CUP process to determine a final design of Phil Baux Park. The revised plans would allow the landing of the gondola on Town property in a location that does not divide the park. In addition, site circulation for all modes of transportation should be addressed including the location of parking, pick up and drop off, locker areas, START bus stops, etc. Buildings and improvements should be clustered together near existing improvements to obtain as much open space as possible. The detailed plan should locate improvements generally at the street level to address accessibility and ease of access during all seasons. Consideration should be given to providing a waiting area for large numbers of gondola users so as to not impact the other users of the park.
20. Chapter 8: The applicant shall revise the Master Plan to state that all future development shall be subject to the Housing Requirements in the Town Land Development Regulations in place at the time of the application.
21. Chapter 8: Applicant shall revise the Chapter to remove language regarding banking/credits for housing units.
22. Chapter 9: Applicant shall revise the current Transportation Demand Model (TDM) requirements to include the following additional measures:
    - Provide free or reduced-level bus passes to all employees
    - Provide free or reduced-level bus/bike passes to guests
    - Require off-site parking for employees
    - Provide START Bikes and promote alternative modes of travel for employee and guests
    - Promote transit usage in marketing and website promotional material

    The applicant shall be required to implement a minimum of 5 TDM strategies at all times.
23. Chapter 9: Applicant shall revise the Chapter to incorporate the most current data and transportation improvements that have been made prior to final approval.
24. Chapter 9: Applicant shall be required to pave and maintain the availability of the surface parking lots in Sub-area #2 for use by all public and private patrons to the area. The applicant shall revise the Master Plan to state that all tour bus parking must occur on private property. Specifically, the proposed surface lots on Sub-Area #2 shall accommodate tour bus/oversized vehicle parking and appropriate signage to direct guests to the various amenities within the resort.
25. Chapter 9: Applicant shall revise the Plan to state that they agree to participate in the development of a TDM program for the entire Snow King Base area including all surrounding property owners and users in the future.
26. Chapter 9: Applicant shall revise the plan to require the provision of parking counts for all surface parking lots over 10 spaces as part of the required transportation monitoring requirement. 27. Chapter 10: Applicant shall address all conditions in the Town Engineer memorandum dated September 12, 2018 at time of the applicable Development Plan or as part of the revised Master Plan as determined by the Town Engineer. Specifically, the Resort contributions required at certain square footage thresholds shall be included in the Master Plan.

Any modifications made to the above conditions by the Town Council during this meeting will be reflected in revised conditions presented at the December 20, 2018 Special Meeting.

Discussion continued on Conditions 28, 29 and 30, which include the minimum requirements that SKRMA, Snow King Mountain (SKM) and the Town would be responsible for under the Master Plan. If SKRMA and/or SKM fail to meet their requirements, development under the Master Plan would be suspended until such time that the Town and SKRMA could come to agreement on how to move forward. Conditions 31 and 32 would establish the phasing for the requirements. Ryan Stanley and Jeff Golightly responded to Council questions and participated in discussion. The following is a list of the conditions as they were presented:

28. Chapter 11: The applicant shall revise language in the Master Plan to outline the following minimum requirements of Snow King Resort Master Association (SKRMA):
    - Define the SKRMA "entity structure" as generally made up of three entities, Snow King Mountain, the Hotel (JMI) and the Condominium Associations with the associated voting

structure to be clarified in detail by the applicant prior to final approval. Specifically, the Master Plan shall clearly articulate who all the members of SKRMA are and what the contributions are for each individual member. The Master Plan shall also clearly articulate what property owners if any inside the Resort Boundaries are not required to be a member of SKRMA.

- SKRMA shall provide to the Town by January 1 of each year an annual report including how each requirement and obligation under the Master Plan is being satisfied and current financial information for SKRMA to ensure there is adequate ongoing funding. In addition, the report shall include the composition of the board and status of the organization.
- SKRMA shall be responsible for all requirements of the agreed upon parking and transportation demand management (TDM) plan. In addition, the Master Plan shall clarify maintenance expectations and financial responsibility for all private infrastructure including but not limited to private sewer, water, storm sewer and all other infrastructure as well as snow removal and maintenance and replacement of private roads. Furthermore, the Master Plan shall clarify obligations and financial responsibility for all commitments by Chapter in the Master Plan.
- SKRMA in concert with the Town shall determine the minimum resources (i.e. dues, fees or assessments) required to cover all the obligations of SKRMA described in the Master Plan prior to final approval.
- Prior to final approval of the Master Plan the Town and SKRMA shall develop an agreement including all the requirements and obligations under the Master Plan that functions in perpetuity that is transferable to any/all new owners.
- SKRMA shall define in the Master Plan that should compliance with any of the Master Plan commitments (including the approved phasing plan) cease, all further development that has not received a building permit under the Master Plan shall be suspended until agreement by the applicant and the Town.
- SKRMA shall ensure that all representations in the Master Plan regarding community benefits specifically but not limited to Chapters XI and XII associated with the Hotel/Resort operation are satisfied. This information shall be provided as part of the annual report to the Town.
- SKRMA shall provide an annual reasonable and measured contribution to START for the provision of public transit to the Resort if a private shuttle is not provided for transportation of resort guests to downtown and Teton Village. This fee shall be determined by the START Board and approved by Town Council prior to December 31, 2019.

29. Chapter 11/12: The applicant shall revise language in the Master Plan to outline the following minimum requirements of Snow King Mountain (SKMR):
    - Maintain clear and negotiated hours of lift operations (current hours desired but acknowledgment that needs may change in the future)
    - Develop procedural agreement with Town of Jackson regarding how/when to allow closures for conditions (summit and ski hill)
    - Ensure reasonable ski rates for locals as compared to other Ski Resorts in the area
    - Maintain access for current user groups, to be defined prior to finalization of the Master Plan
    - Collaborate with the Town and other partners to build a second sheet of ice
    - The provision of the following improvements pursuant to the phasing plan for the entire Master Plan:
        - Mountain Sports Facility possibly including a second sheet of ice
        - Gondola
        - Phil Baux Park improvements as defined by a future CUP process

Due to the late hour, discussion was halted in condition number 29 and continued to a special meeting on December 20, 2018. Any modifications made to the above conditions by the Town Council during this meeting will be reflected in revised conditions presented at the December 20, 2018 Special Meeting. The next meeting will continue discussion on the conditions of approval and a review of the proposed improvements on Forest Service land to ensure there is a balance between private development and public benefit.

A motion was made by Hailey Morton Levinson and seconded by Bob Lenz to continue this item to a Special Council Meeting on December 20, 2018 beginning at 2:30 p.m. Mayor Muldoon called for the vote. The vote showed all in favor and the motion carried.

Adjourn. A motion was made by Hailey Morton Levinson and seconded by Pete Muldoon to adjourn the Town Council meeting. Mayor Muldoon called for the vote. The vote showed all in favor and the motion carried. The meeting adjourned at 10:17 P.M.

TOWN OF JACKSON

ATTEST:

_____
Pete Muldoon, Mayor

_____
Sandra P. Birdyshaw, Town Clerk

minutes: spb
Published JH News & Guide: December 12, 2018

TOWN COUNCIL PROCEEDINGS - UNAPPROVED

DECEMBER 10, 2018 **JACKSON, WYOMING**

The Jackson Town Council met in special session in the Council Chambers of Town Hall located at 150 East Pearl at 2:03 P.M. Upon roll call the following were found to be present:

MAYOR: Pete Muldoon.
COUNCIL: Hailey Morton Levinson and Bob Lenz. Jim Stanford and Don Frank were absent.
STAFF: Larry Pardee, Audrey Cohen Davis, April Norton, and Sandy Birdyshaw.

Executive Session. A motion was made by Hailey Morton Levinson and seconded by Bob Lenz to recess to executive session to discuss the selection of a site or the purchase of real estate when the publicity regarding the consideration would cause a likelihood of an increase in price in accordance with Wyoming Statute 16-4-405(a)(vii). Mayor Muldoon called for the vote. The vote showed all in favor and the motion carried.

The public meeting reconvened at 2:35 p.m.

A motion was made by Hailey Morton Levinson and seconded by Bob Lenz to approve property acquisition discussed in executive session and authorize the Town Finance Director to appropriate the Town's 45% of such purchase price from the Town's Affordable Housing Fund. Mayor Muldoon called for the vote. The vote showed all in favor (with Stanford and Frank absent). The motion carried.

Adjourn. A motion was made by Hailey Morton Levinson and seconded by BL to adjourn. Mayor Muldoon called for the vote. The vote showed all in favor and the motion carried. The meeting adjourned at 2:36 p.m. minutes: spb

TOWN OF JACKSON

_____
Pete Muldoon, Mayor

ATTEST:

_____
Sandra P. Birdyshaw, Town Clerk

Published JH News & Guide: December 19, 2018

Report Criteria:
Detail report.
Invoices with totals above $0 included.
Paid and unpaid invoices included.

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
2	JACKSON CURBSIDE INC.	00026241	RECYCLING COLLECTION @ D	11/12/2018	1,335.00	1,335.00	12/13/2018
Total 2:					1,335.00	1,335.00	
5	CARQUEST AUTO PARTS INC.	6090-414502	SNOW BRUSH	11/28/2018	21.56	21.56	12/13/2018
5	CARQUEST AUTO PARTS INC.	6090-414587	XTREME BLUE	11/29/2018	453.60	453.60	12/13/2018
Total 5:					475.16	475.16	
13	SAFETY SUPPLY & SIGN CO., I	166191	REG NO PARKING SYMBOL	10/04/2018	893.00	893.00	12/13/2018
13	SAFETY SUPPLY & SIGN CO., I	166531	GREEN HIP WHITE HIP SHEET	10/31/2018	70.25	70.25	12/13/2018
13	SAFETY SUPPLY & SIGN CO., I	166670	HIP LODGE POLE LN, FRT	11/12/2018	53.98	53.98	12/13/2018
13	SAFETY SUPPLY & SIGN CO., I	166719	DOUBLE BLADE LOW CASE NA	11/15/2018	2,030.41	2,030.41	12/13/2018
Total 13:					3,047.64	3,047.64	
50	CMI - TECO	41056	FEEDGATE JACK	11/19/2018	111.23	111.23	12/13/2018
Total 50:					111.23	111.23	
51	ACE HARDWARE	626093	NUTS & WASHERS	10/16/2018	15.90	15.90	12/13/2018
51	ACE HARDWARE	631728	DETECTOR LEAK	11/28/2018	7.99	7.99	12/13/2018
51	ACE HARDWARE	631782	PACK GLAND	11/28/2018	43.98	43.98	12/13/2018
51	ACE HARDWARE	632182	KEYKRAFTER	11/30/2018	4.99	4.99	12/13/2018
51	ACE HARDWARE	632624	TRASNPONDER KEY	12/04/2018	41.99	41.99	12/13/2018
51	ACE HARDWARE	632800	THERMOMOEER	12/05/2018	8.99	8.99	12/13/2018
51	ACE HARDWARE	633078	ROLLER SHADE & BLIDES	12/07/2018	88.90	88.90	12/13/2018
51	ACE HARDWARE	633087	TENSION ROD BRONZE 72", IM	12/07/2018	19.97	19.97	12/13/2018
51	ACE HARDWARE	633125	RING SHWR CLR PK12, ROD S	12/07/2018	16.98	16.98	12/13/2018
51	ACE HARDWARE	633129	SM MIL HOUSE HEATER	12/07/2018	26.99	26.99	12/13/2018
51	ACE HARDWARE	633184	CD KEY TAGS & ORGANIZER	12/07/2018	7.49	7.49	12/13/2018
51	ACE HARDWARE	633408	TUBE VINYL	12/10/2018	7.47	7.47	12/13/2018
51	ACE HARDWARE	633410	HVY DTY CALBE TIE 24"	12/10/2018	7.99	7.99	12/13/2018
51	ACE HARDWARE	633436	DISTILLD WATR ARRWHD GAL,	12/10/2018	28.48	28.48	12/13/2018
51	ACE HARDWARE	633504	CREDIT- RETURN: BULB FLOU	12/10/2018	22.47-	22.47-	12/13/2018
51	ACE HARDWARE	F01616	SIGNAGE POSTING	11/17/2018	11.89	11.89	12/13/2018
51	ACE HARDWARE	F01638	ZIP TIES	11/17/2018	7.69	7.69	12/13/2018
Total 51:					325.22	325.22	
55	TETON COUNTY SHERIFF'S-JAI	527	NOVEMBER INMATES	12/03/2018	1,008.00	1,008.00	12/13/2018
Total 55:					1,008.00	1,008.00	
65	DELCON INC	18700	PROJ: 9-488- TOJ/SNOW KING	10/31/2018	4,925.23	4,925.23	12/13/2018
Total 65:					4,925.23	4,925.23	
70	THYSSEN KRUPP ELEVATOR C	3004298638	GOLD- FULL MAINTENANCE SE	12/01/2018	288.39	.00	
Total 70:					288.39	.00	
88	AIRGAS INTERMOUNTAIN INC.	9958105410	ACETYLEN IND #4 CGA 510- DE	11/30/2018	95.29	95.29	12/13/2018

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 88:					95.29	95.29	
96	HIGH COUNTRY LINEN	0094837	MATS @ START	10/10/2018	241.80	241.80	12/13/2018
96	HIGH COUNTRY LINEN	0098839	MATS @ START	11/07/2018	241.80	241.80	12/13/2018
96	HIGH COUNTRY LINEN	0100716	BUILDING MAINT @ PUBLIC W	11/22/2018	59.05	59.05	12/13/2018
96	HIGH COUNTRY LINEN	0100716	UNIFORMS: ADMIN-	11/22/2018	9.70	9.70	12/13/2018
96	HIGH COUNTRY LINEN	0100716	UNIFORMS: SEWER	11/22/2018	19.40	19.40	12/13/2018
96	HIGH COUNTRY LINEN	0100716	UNIFORMS: WATER	11/22/2018	26.67	26.67	12/13/2018
96	HIGH COUNTRY LINEN	0100716	UNIFORMS: STREETS	11/22/2018	65.48	65.48	12/13/2018
96	HIGH COUNTRY LINEN	0100716	UNIFORMS: FLEET	11/22/2018	38.80	38.80	12/13/2018
96	HIGH COUNTRY LINEN	0100716	UNIFORMS: WWTP	11/22/2018	24.25	24.25	12/13/2018
96	HIGH COUNTRY LINEN	0101705	BUILDING MAINT @ PUBLIC W	11/29/2018	26.00	26.00	12/13/2018
96	HIGH COUNTRY LINEN	0101705	UNIFORMS: ADMIN	11/29/2018	9.70	9.70	12/13/2018
96	HIGH COUNTRY LINEN	0101705	UNIFORMS: SEWER	11/29/2018	19.40	19.40	12/13/2018
96	HIGH COUNTRY LINEN	0101705	UNIFORMS: WATER	11/29/2018	26.67	26.67	12/13/2018
96	HIGH COUNTRY LINEN	0101705	UNIFORMS: STREET	11/29/2018	55.78	55.78	12/13/2018
96	HIGH COUNTRY LINEN	0101705	UNIFORMS: FLEET	11/29/2018	38.80	38.80	12/13/2018
96	HIGH COUNTRY LINEN	0101705	UNIFORMS: WWTP	11/29/2018	24.25	24.25	12/13/2018
96	HIGH COUNTRY LINEN	0102216	BUILDING MAINT @ TOJ HOME	12/03/2018	25.31	25.31	12/13/2018
96	HIGH COUNTRY LINEN	0102385	MATS @ TOWN HALL	12/04/2018	215.50	215.50	12/13/2018
96	HIGH COUNTRY LINEN	0102509	MATS @ SHELTER	12/05/2018	61.93	61.93	12/13/2018
96	HIGH COUNTRY LINEN	S0096671	BUILDING MAINT @ PUBLIC W	10/22/2018	281.23	281.23	12/13/2018
96	HIGH COUNTRY LINEN	S0097620	glass cleaner	10/29/2018	76.80	76.80	12/13/2018
96	HIGH COUNTRY LINEN	S0102471	KITCHEN TOWELS & fLOOR CL	12/04/2018	149.45	149.45	12/13/2018
96	HIGH COUNTRY LINEN	S0102880	UNIFORMS: STREET- LAUNDER	12/06/2018	13.74	13.74	12/13/2018
Total 96:					1,751.51	1,751.51	
106	INTERSTATE BATTERY	22242013	BATTERIES	12/03/2018	356.80	356.80	12/13/2018
106	INTERSTATE BATTERY	22242096	BATTERIES	12/10/2018	192.90	192.90	12/13/2018
Total 106:					549.70	549.70	
110	INTERWEST SUPPLY COMPAN	IN0073377	PLOW BLADE	11/29/2018	1,146.00	1,146.00	12/13/2018
110	INTERWEST SUPPLY COMPAN	IN0073481	GRADER BLADE	12/05/2018	4,419.68	4,419.68	12/13/2018
110	INTERWEST SUPPLY COMPAN	IN0073482	MUSHROOM SHOE	12/05/2018	2,346.24	2,346.24	12/13/2018
Total 110:					7,911.92	7,911.92	
115	JACKSON PAINT AND GLASS, I	I109562	GLASS LOW, MILGRADE WIND	11/27/2018	927.48	927.48	12/13/2018
Total 115:					927.48	927.48	
131	JACKSON HOLE NEWS & GUID	287210	AD#355234	10/24/2018	301.55	301.55	12/13/2018
131	JACKSON HOLE NEWS & GUID	287797	AD#355572	10/31/2018	36.68	36.68	12/13/2018
131	JACKSON HOLE NEWS & GUID	288158	AD#355869	11/07/2018	32.60	32.60	12/13/2018
131	JACKSON HOLE NEWS & GUID	288430	AD@356529	11/21/2018	364.80	364.80	12/13/2018
131	JACKSON HOLE NEWS & GUID	288520	AD#356442	11/21/2018	281.48	281.48	12/13/2018
131	JACKSON HOLE NEWS & GUID	288725	AD#356742	11/28/2018	148.24	148.24	12/13/2018
131	JACKSON HOLE NEWS & GUID	288816	AD#356441	11/30/2018	591.32	591.32	12/13/2018
131	JACKSON HOLE NEWS & GUID	288817	AD#356679	11/30/2018	585.36	585.36	12/13/2018
131	JACKSON HOLE NEWS & GUID	288818	AD#354964	11/30/2018	102.83	102.83	12/13/2018
131	JACKSON HOLE NEWS & GUID	288819	AD#354267	11/30/2018	1,175.20	1,175.20	12/13/2018
131	JACKSON HOLE NEWS & GUID	288820	AD#355069	11/30/2018	682.92	682.92	12/13/2018
131	JACKSON HOLE NEWS & GUID	289176	AD#356859	12/05/2018	537.60	537.60	12/13/2018
131	JACKSON HOLE NEWS & GUID	289177	AD#356856	12/05/2018	364.80	364.80	12/13/2018
131	JACKSON HOLE NEWS & GUID	289178	AD#356855	12/05/2018	243.20	243.20	12/13/2018

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
131	JACKSON HOLE NEWS & GUID	289285	AD#357065	12/05/2018	32.60	32.60	12/13/2018
131	JACKSON HOLE NEWS & GUID	289286	AD#357064	12/05/2018	89.65	89.65	12/13/2018
131	JACKSON HOLE NEWS & GUID	289287	AD#357063	12/05/2018	163.00	163.00	12/13/2018
Total 131:					5,733.83	5,733.83	
156	LOWER VALLEY ENERGY INC	19722-078 111	145 W HANSON	11/30/2018	38.74	38.74	12/13/2018
156	LOWER VALLEY ENERGY INC	19722-078 111	145 W HANSON	11/30/2018	16.60	16.60	12/13/2018
156	LOWER VALLEY ENERGY INC	19722-079 111	145 W HANSON	11/30/2018	55.02	55.02	12/13/2018
156	LOWER VALLEY ENERGY INC	19722-079 111	145 W HANSON	11/30/2018	102.17	102.17	12/13/2018
156	LOWER VALLEY ENERGY INC	19722-102 111	145 W HANSON	11/30/2018	50.30	50.30	12/13/2018
156	LOWER VALLEY ENERGY INC	19722-102 111	145 W HANSON	11/30/2018	21.56	21.56	12/13/2018
156	LOWER VALLEY ENERGY INC	19722-106 111	940 SIMON	11/30/2018	172.37	172.37	12/13/2018
156	LOWER VALLEY ENERGY INC	19722-333 111	174 N KING	11/30/2018	427.32	427.32	12/13/2018
156	LOWER VALLEY ENERGY INC	19722-345 111	930 SIMON LANE	11/30/2018	125.04	125.04	12/13/2018
156	LOWER VALLEY ENERGY INC	19722-363 111	455 VINE	11/30/2018	60.52	60.52	12/13/2018
156	LOWER VALLEY ENERGY INC	19722-364 111	55 VIRGINIAN	11/30/2018	75.66	75.66	12/13/2018
156	LOWER VALLEY ENERGY INC	19722-365 111	55 VIRGINIAN	11/30/2018	32.59	32.59	12/13/2018
156	LOWER VALLEY ENERGY INC	19722-367 111	455 VINE	11/30/2018	79.43	79.43	12/13/2018
156	LOWER VALLEY ENERGY INC	19722-368 111	455 VINE	11/30/2018	72.81	72.81	12/13/2018
156	LOWER VALLEY ENERGY INC	19722-370 111	2022 WILDFLOWER	11/30/2018	102.13	102.13	12/13/2018
156	LOWER VALLEY ENERGY INC	19722-371 111	2022 WILDFLOWER ELECTRIC	11/30/2018	70.81	70.81	12/13/2018
156	LOWER VALLEY ENERGY INC	92050-005 113	CACHE KUDAR LIGHT	11/30/2018	58.57	.00	
156	LOWER VALLEY ENERGY INC	92050-006 111	CACHE ST N LIGHTING	11/30/2018	33.73	.00	
156	LOWER VALLEY ENERGY INC	92050-010 113	ELY SPRINGS RD FIRE PUMP	11/30/2018	2,470.34	.00	
156	LOWER VALLEY ENERGY INC	92050-016 111	HOME RANCH LIGHTS	11/30/2018	46.65	.00	
156	LOWER VALLEY ENERGY INC	92050-017- 11/	92050-017: INTERMED TREATM	11/30/2018	16.24	16.24	12/13/2018
156	LOWER VALLEY ENERGY INC	92050-020 111	PATHWAY TUNNEL LIGHTS	11/30/2018	56.52	.00	
156	LOWER VALLEY ENERGY INC	92050-021- 11/	92050-021: 150 E PEARL AVE	11/30/2018	1,925.21	1,925.21	12/13/2018
156	LOWER VALLEY ENERGY INC	92050-025- 11/	92050-025: SK W NEW SHOP	11/30/2018	715.54	715.54	12/13/2018
156	LOWER VALLEY ENERGY INC	92050-045 111	TOWN SQUARE LIGHTS	11/30/2018	55.96	55.96	12/13/2018
156	LOWER VALLEY ENERGY INC	92050-047- 11/	92050-047: UV BUILDING	11/30/2018	469.98	469.98	12/13/2018
156	LOWER VALLEY ENERGY INC	92050-049- 11/	92050-049: WASTE WATER PLA	11/30/2018	8,725.95	8,725.95	12/13/2018
156	LOWER VALLEY ENERGY INC	92050-050 111	WATER TANK JACKSON	11/30/2018	21.15	21.15	12/13/2018
156	LOWER VALLEY ENERGY INC	92050-051- 11/	92050-051: WELL #5	11/30/2018	2,469.96	2,469.96	12/13/2018
156	LOWER VALLEY ENERGY INC	92050-074 111	CRAB TREE THAW WELL	11/30/2018	16.48	16.48	12/13/2018
156	LOWER VALLEY ENERGY INC	92050-081 111	PEARL ST IRRIGATION	11/30/2018	22.32	22.32	12/13/2018
156	LOWER VALLEY ENERGY INC	92050-114- 11/	92050-114: HOME RANCH RSTR	11/30/2018	326.28	326.28	12/13/2018
156	LOWER VALLEY ENERGY INC	92050-126 111	LIFT STATION B SPRING WATE	11/30/2018	21.55	.00	
156	LOWER VALLEY ENERGY INC	92050-127 111	LIFT STATION A MAINT YARD	11/30/2018	186.60	.00	
156	LOWER VALLEY ENERGY INC	92050-130 111	3 CREEK ST LIGHTS	11/30/2018	25.34	.00	
156	LOWER VALLEY ENERGY INC	92050-131- 11/	92050-131: 195 E DELONY RST	11/30/2018	100.92	100.92	12/13/2018
156	LOWER VALLEY ENERGY INC	92050-132 111	PARKING GARAGE ELECTRIC	11/30/2018	995.39	.00	
156	LOWER VALLEY ENERGY INC	92050-134 111	PARKING GARAGE GAS	11/30/2018	65.12	.00	
156	LOWER VALLEY ENERGY INC	92050-334 111	JOSEPHINE LOOP LIFT STATIO	11/30/2018	111.91	.00	
156	LOWER VALLEY ENERGY INC	92050-336 111	HIDDEN RANCH PATHWAY TUN	11/30/2018	29.74	.00	
156	LOWER VALLEY ENERGY INC	92050-341 111	HOME RANCH RESTROOMS	11/30/2018	17.97	.00	
156	LOWER VALLEY ENERGY INC	92050-355- 10/	92050-355: S CACHE LIGHTING	11/20/2018	69.06	69.06	12/13/2018
156	LOWER VALLEY ENERGY INC	92050-356- 10/	92050-356: KARNS MEADOW ST	11/20/2018	1,082.91	1,082.91	12/13/2018
156	LOWER VALLEY ENERGY INC	92050-357- 11/	92050-357: KARNS MEADOW ST	11/30/2018	349.04	349.04	12/13/2018
156	LOWER VALLEY ENERGY INC	92050-360- 10/	92050-360: 1035 W BROADWAY	11/20/2018	22.04	22.04	12/13/2018
156	LOWER VALLEY ENERGY INC	92050-362- 10/	92050-362: STELLARIA LN/S HW	11/20/2018	20.94	20.94	12/13/2018
156	LOWER VALLEY ENERGY INC	92050-373 111	92050-0373 475 W ASPEN #2	11/30/2018	153.58	153.58	12/13/2018
156	LOWER VALLEY ENERGY INC	92050-GRP:71	92050-045: TOWN SQUARE LIG	11/30/2018	55.96	55.96	12/13/2018
156	LOWER VALLEY ENERGY INC	92050-GRP:71	92050-050: WATER TANK JXN	11/30/2018	21.15	21.15	12/13/2018
156	LOWER VALLEY ENERGY INC	92050-GRP:71	92050-074: CRABTREE LANE T	11/30/2018	16.48	16.48	12/13/2018
156	LOWER VALLEY ENERGY INC	92050-GRP:71	92050-081: PEARL ST IRR CON	11/30/2018	22.32	22.32	12/13/2018
156	LOWER VALLEY ENERGY INC	92050-GRP:89	92050-GRP:8952: MULTIPLE ST	11/12/2018	2,202.21	2,202.21	12/13/2018

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 156:					24,504.18	20,384.75	
166	TETON COUNTY-FUND 19	112718C	NOVEMBER 2018 CAPITAL	11/27/2018	127,124.44	127,124.44	12/13/2018
Total 166:					127,124.44	127,124.44	
187	NELSON ENGINEERING	48348	PROJ: 14-175-03 WEST BROAD	11/29/2018	7,429.85	7,429.85	12/13/2018
187	NELSON ENGINEERING	48363	PROJ: 18-305-01- 1195 S HWY 8	11/29/2018	3,263.15	3,263.15	12/13/2018
Total 187:					10,693.00	10,693.00	
226	O'RYAN CLEANERS	113018	DRY CLEANING	12/01/2018	242.42	242.42	12/13/2018
Total 226:					242.42	242.42	
234	RYAN, JOHN	121118	TRAVEL EXPENES	12/11/2018	91.50	91.50	12/13/2018
Total 234:					91.50	91.50	
257	NAPA AUTO PARTS INC.	810521	OXYGEN	10/17/2018	39.34	39.34	12/13/2018
257	NAPA AUTO PARTS INC.	813631	TIRE VALVE & SOCKET	11/02/2018	10.76	10.76	12/13/2018
257	NAPA AUTO PARTS INC.	814034	OXYGEN SENSOR	11/05/2018	48.32	48.32	12/13/2018
257	NAPA AUTO PARTS INC.	814352	BRAKE PADS	11/06/2018	43.88	43.88	12/13/2018
257	NAPA AUTO PARTS INC.	816983	RECTANGLAR REF	11/19/2018	3.75	3.75	12/13/2018
257	NAPA AUTO PARTS INC.	817199	WINDSHEILD WASHER	11/20/2018	31.62	31.62	12/13/2018
257	NAPA AUTO PARTS INC.	817226	WHEEL BEARING	11/20/2018	350.80	350.80	12/13/2018
257	NAPA AUTO PARTS INC.	817261	BRAKE PADS	11/20/2018	47.39	47.39	12/13/2018
257	NAPA AUTO PARTS INC.	817982	FUEL LINE HOSE	11/26/2018	24.48	24.48	12/13/2018
257	NAPA AUTO PARTS INC.	817985	CREDIT	11/26/2018	.00	.00	
257	NAPA AUTO PARTS INC.	817985	CREDIT	11/26/2018	478.68-	478.68-	12/13/2018
257	NAPA AUTO PARTS INC.	818243	LAMP	11/27/2018	29.92	29.92	12/13/2018
257	NAPA AUTO PARTS INC.	818268	LAMP	11/27/2018	149.60	149.60	12/13/2018
257	NAPA AUTO PARTS INC.	818557	BRAKE PADS	11/28/2018	57.29	57.29	12/13/2018
257	NAPA AUTO PARTS INC.	818564	STICK HOSE	11/28/2018	20.04	20.04	12/13/2018
257	NAPA AUTO PARTS INC.	818902	VALVE KNOB	11/30/2018	8.95	8.95	12/13/2018
257	NAPA AUTO PARTS INC.	818985	FUEL FILTER	11/30/2018	15.57	15.57	12/13/2018
257	NAPA AUTO PARTS INC.	820801	BOXED MINIATURES	12/10/2018	3.21	3.21	12/13/2018
257	NAPA AUTO PARTS INC.	820806	BOXED MINIATURES	12/10/2018	10.70	10.70	12/13/2018
Total 257:					416.94	416.94	
268	TETON MOTORS INC	5088001	SL-N-CAP	11/01/2018	5.13	5.13	12/13/2018
268	TETON MOTORS INC	5088136	MIRROR	11/13/2018	138.04	138.04	12/13/2018
268	TETON MOTORS INC	5088299	SL-N-VALVE	11/28/2018	25.47	25.47	12/13/2018
Total 268:					168.64	168.64	
284	THOMPSON PALMER & ASSOCI	69430	2018 audit	11/30/2018	30,000.00	30,000.00	12/13/2018
Total 284:					30,000.00	30,000.00	
406	WYOMING LAW ENFORCEMEN	120318	28 STATE CASES OET COLLEC	12/03/2018	140.00	140.00	12/13/2018
Total 406:					140.00	140.00	
472	WHITE GLOVE CLEANING, INC.	35521	NOVEMBER SHELTER CLEANIN	12/03/2018	546.36	546.36	12/13/2018
472	WHITE GLOVE CLEANING, INC.	35521	TRASH CANS	12/03/2018	131.13	131.13	12/13/2018

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
472	WHITE GLOVE CLEANING, INC.	35544	CONSTRUCTION CLEANING @	11/30/2018	291.00	291.00	12/13/2018
Total 472:					968.49	968.49	
473	GREENWOOD MAPPING INC.	110418	GIS PARCEL MAPPING SEPT &	11/04/2018	832.50	832.50	12/13/2018
Total 473:					832.50	832.50	
502	ELECTRICAL WHSLE SUPPLY C	S4580889.001	TAN WIRECON, ORANGE WIRE	11/29/2018	39.06	.00	
Total 502:					39.06	.00	
532	QUICK BROWN FOX LLC	3591	plumbing permit applications	11/07/2018	315.00	315.00	12/13/2018
532	QUICK BROWN FOX LLC	3595	INSPECTION TAGS	11/28/2018	380.00	380.00	12/13/2018
532	QUICK BROWN FOX LLC	3597	COMMUTER PASSES	12/05/2018	300.00	300.00	12/13/2018
Total 532:					995.00	995.00	
552	RENDEZVOUS ENGINEERING,	20848	JOB #: 18-023- TOJ WWTP STO	11/27/2018	575.00	575.00	12/13/2018
552	RENDEZVOUS ENGINEERING,	20854	JOB #: 18-033- TOJ PUBLIC WO	11/27/2018	2,290.95	2,290.95	12/13/2018
Total 552:					2,865.95	2,865.95	
563	WESTBANK SANITATION	3001919	TRASH REMOVAL 940 SIMON	12/01/2018	48.22	48.22	12/13/2018
563	WESTBANK SANITATION	3002424	TRASH REMOVAL @ WWTP	12/01/2018	629.80	.00	
Total 563:					678.02	48.22	
581	TETON COUNTY INTEGRATED	3455	FALL CLEANUP ADS	12/06/2018	1,051.06	1,051.06	12/13/2018
Total 581:					1,051.06	1,051.06	
611	CUMMINS ROCKY MOUNTAIN L	59-492	ACTUATOR	12/06/2018	261.20	261.20	12/13/2018
Total 611:					261.20	261.20	
668	FREEDOM MAILING SERVICE I	34916	UTILITY BILLING	12/07/2018	882.49	882.49	12/13/2018
668	FREEDOM MAILING SERVICE I	34916	UTILITY BILLING	12/07/2018	882.49	882.49	12/13/2018
Total 668:					1,764.98	1,764.98	
677	MACY'S SERVICES	29703	PUMP GREASE/ SEPTIC MIXTU	10/31/2018	2,733.00	2,733.00	12/13/2018
Total 677:					2,733.00	2,733.00	
708	DELTA DENTAL PLAN OF WYO	113018	NOVEMBER CLAIMS	11/30/2018	7,378.80	7,378.80	12/04/2018
Total 708:					7,378.80	7,378.80	
721	EMERG + A + CARE	943226668	WORK EXAM	10/19/2018	251.00	251.00	12/13/2018
Total 721:					251.00	251.00	
831	RST SAND & GRAVEL	17289	TICKET #: 25927- DUMP FEE, F	12/06/2018	41.04	41.04	12/13/2018
Total 831:					41.04	41.04	
861	ROTARY CLUB OF JACKSON H	518 1018	QUARTERLY DUES LARRY PAR	10/31/2018	360.00	360.00	12/13/2018

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 861:					360.00	360.00	
996	TETON COUNTY SPECIAL FIRE	112718AN	NOVEMBER 2018 NORTON	11/27/2018	5,310.22	.00	
996	TETON COUNTY SPECIAL FIRE	112718AN	WRONG VENDOR	11/27/2018	5,310.22-	.00	
996	TETON COUNTY SPECIAL FIRE	112718K	NOVEMBER 2018	11/27/2018	17,101.18	17,101.18	12/13/2018
996	TETON COUNTY SPECIAL FIRE	112718N	NOVEMBER 2018	11/27/2018	17,101.18	17,101.18	12/13/2018
Total 996:					34,202.36	34,202.36	
1022	GALLS INC.	011388263	UNIFORM PANTS	11/30/2018	143.64	143.64	12/13/2018
Total 1022:					143.64	143.64	
1134	ENERGY LABORATORIES INC.	198172	INFLUENT, EFFLUENT	11/15/2018	104.00	104.00	12/13/2018
1134	ENERGY LABORATORIES INC.	200277	INFLUENT, EFFLUENT	11/27/2018	106.00	106.00	12/13/2018
1134	ENERGY LABORATORIES INC.	200635	INFLUENT, EFFLUENT	11/28/2018	104.00	104.00	12/13/2018
1134	ENERGY LABORATORIES INC.	201911	INFLUENT, EFFLUENT	12/05/2018	104.00	104.00	12/13/2018
Total 1134:					418.00	418.00	
1235	MOTOROLA INC.	41259389	APX8500 ALL BAND MOBILE	11/21/2018	9,776.50	9,776.50	12/13/2018
1235	MOTOROLA INC.	41259389	APX8500 ALL BAND MOBILE	11/21/2018	14,664.75	14,664.75	12/13/2018
Total 1235:					24,441.25	24,441.25	
1355	TETON COUNTY TRANSFER ST	390561	DIM/LUMBER	10/10/2018	78.00	78.00	12/13/2018
1355	TETON COUNTY TRANSFER ST	390607	TF SORT	10/10/2018	343.00	343.00	12/13/2018
1355	TETON COUNTY TRANSFER ST	395500	DIM/LUMBER	11/13/2018	19.00	19.00	12/13/2018
1355	TETON COUNTY TRANSFER ST	396019	WIGHT ONLY COMMERCIAL	11/16/2018	10.00	10.00	12/13/2018
Total 1355:					450.00	450.00	
1443	TETON COUNTY CLERK	121118	DECEMBER 2018 FIRE/EMS	12/11/2018	124,045.50	124,045.50	12/13/2018
1443	TETON COUNTY CLERK	121118HA	DECEMBER 2018 HOUSING AU	12/11/2018	22,141.75	22,141.75	12/13/2018
1443	TETON COUNTY CLERK	121118PR	DECEMBER 2018 PARKS & REC	12/11/2018	100,180.84	100,180.84	12/13/2018
1443	TETON COUNTY CLERK	121118PR	DECEMBER 2018 PARKS & REC	12/11/2018	33,204.16	33,204.16	12/13/2018
Total 1443:					279,572.25	279,572.25	
1504	ONE CALL OF WYOMING	50384	TICKETS FOR NOVEMBER 2018	12/03/2018	69.00	69.00	12/13/2018
1504	ONE CALL OF WYOMING	50384	TICKETS FOR NOVEMBER 2018	12/03/2018	69.00	69.00	12/13/2018
Total 1504:					138.00	138.00	
1505	SPRING CREEK ANIMAL HOSPI	624933480	DOG FOOD	11/08/2018	44.79	44.79	12/13/2018
1505	SPRING CREEK ANIMAL HOSPI	624933928	MEDS	11/16/2018	40.39	40.39	12/13/2018
Total 1505:					85.18	85.18	
1560	BLUE SPRUCE CLEANERS,INC	120118	DRY CLEANING	12/01/2018	404.42	404.42	12/13/2018
Total 1560:					404.42	404.42	
1614	TETON COUNTY-FUND 10	112718AN	NOVEMBER 2018 NORTON	11/27/2018	5,310.22	5,310.22	12/13/2018
1614	TETON COUNTY-FUND 10	112718D	NOVEMBER 2018 DISPATCH	11/27/2018	18,363.98	18,363.98	12/13/2018
1614	TETON COUNTY-FUND 10	112718DC	NOVEMBER 2018 DRUG COUR	11/27/2018	6,276.54	6,276.54	12/13/2018
1614	TETON COUNTY-FUND 10	112718K	NOVEMBER 2018 KOHLHARDT	11/27/2018	2,983.08	2,983.08	12/13/2018

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
1614	TETON COUNTY-FUND 10	112718P	NOVEMBER 2018 PATHWAYS	11/27/2018	5,402.39	5,402.39	12/13/2018
Total 1614:					38,336.21	38,336.21	
1640	WESTERN STATES	IN000833999	CUTTING EDGE	11/29/2018	304.94	304.94	12/13/2018
Total 1640:					304.94	304.94	
1949	VERIZON WIRELESS	9818489756	690-7868	11/15/2018	36.44	36.44	12/13/2018
1949	VERIZON WIRELESS	9818489756	699-2277	11/15/2018	46.21	46.21	12/13/2018
Total 1949:					82.65	82.65	
2175	DIVISION OF VICTIM SERVICES	120318	Crime Victim Surcharge	12/03/2018	250.00	250.00	12/13/2018
Total 2175:					250.00	250.00	
2485	KENWORTH SALES COMPANY	IDFIN3116755	HID A LED WIDE	12/03/2018	1,035.70	1,035.70	12/13/2018
2485	KENWORTH SALES COMPANY	IDFIN3127138	LIGHT	12/10/2018	302.50	302.50	12/13/2018
Total 2485:					1,338.20	1,338.20	
2547	BENEFIT ADMINISTRATORS, IN	NOV 2018	ELIGIBILITY NOTICE	12/06/2018	72.00	72.00	12/13/2018
Total 2547:					72.00	72.00	
2602	LUMINATOR MASS TRANSIT, LL	533829	HEADSIAN CABLES	11/26/2018	1,438.58	1,438.58	12/13/2018
Total 2602:					1,438.58	1,438.58	
2802	WESTWOOD CURTIS	120418	18-903 SK ESTATES WATER MA	12/04/2018	66,632.73	.00	
2802	WESTWOOD CURTIS	30312	PED BRIDGE CACHE/KELLY	12/05/2018	10,460.00	.00	
2802	WESTWOOD CURTIS	30316	18-130 SNOW KING TEMP ACC	12/07/2018	12,022.20	.00	
Total 2802:					89,114.93	.00	
2842	YELLOW IRON EXCAVATION, L	32122	TRASH REMOVAL @ 915 SIMO	11/30/2018	31.00	31.00	12/13/2018
2842	YELLOW IRON EXCAVATION, L	32607	TRASH REMOVAL @ 155 E PEA	11/30/2018	135.00	.00	
2842	YELLOW IRON EXCAVATION, L	32608	TRASH REMOVAL @ SHELTER	11/30/2018	150.00	150.00	12/13/2018
2842	YELLOW IRON EXCAVATION, L	32609	TRASH REMOVAL @ TOWN HA	11/30/2018	160.00	.00	
2842	YELLOW IRON EXCAVATION, L	32610	TRASH REMOVA @ CITY SHOP	11/30/2018	260.00	.00	
Total 2842:					736.00	181.00	
2850	LDA INC.	8534	SHIPPING- WATER SAMPLES	12/03/2018	59.18	59.18	12/13/2018
Total 2850:					59.18	59.18	
3162	TETON TRASH REMOVAL, INC.	18 DEC 1063	TRASH REMOVAL	12/01/2018	42.50	42.50	12/13/2018
Total 3162:					42.50	42.50	
3187	MERIDIAN ENGINEERING P.C.	ME-1358	GARAMON FLOOD MIT	11/08/2018	332.50	332.50	12/13/2018
Total 3187:					332.50	332.50	
3303	BRISTOL, JAMES	6286	BUSINESS CARDS NEW COUN	12/10/2018	67.00	67.00	12/13/2018
3303	BRISTOL, JAMES	6286	BUSINESS CARDS SANDY	12/10/2018	33.00	33.00	12/13/2018

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 3303:					100.00	100.00	
3314	KUDAR ENTERPRISES, INC.	120418	Release Bond B18-0596 260 Nort	12/04/2018	1,000.00	1,000.00	12/13/2018
Total 3314:					1,000.00	1,000.00	
3362	STICKNEY, ARLEN	102918	DOT	10/29/2018	80.00	80.00	12/13/2018
Total 3362:					80.00	80.00	
3408	E.R. OFFICE EXPRESS	10969	BINDERS	11/12/2018	39.08	39.08	12/13/2018
3408	E.R. OFFICE EXPRESS	11120	STORAGE BOXES	11/30/2018	44.47	44.47	12/13/2018
3408	E.R. OFFICE EXPRESS	11150	PAPER	12/04/2018	356.35	356.35	12/13/2018
3408	E.R. OFFICE EXPRESS	11242	PAPER	12/12/2018	151.98	151.98	12/13/2018
Total 3408:					591.88	591.88	
3471	TWO OCEAN BUILDERS, LLC	121118	Return B18-0123 20 East Broadw	12/11/2018	5,000.00	5,000.00	12/13/2018
Total 3471:					5,000.00	5,000.00	
3487	ARCHITECTURAL BUILDING SU	7902973	BUNK HOUSE LOCKS	12/07/2018	1,505.00	1,505.00	12/13/2018
Total 3487:					1,505.00	1,505.00	
3521	FRIENDS OF PATHWAYS	1151	MOU START BIKE OPERATION	10/31/2018	9,245.00	9,245.00	12/13/2018
Total 3521:					9,245.00	9,245.00	
3527	UPS	0000129VW44	SHIPPING CHARGE-POLICE	11/17/2018	18.02	18.02	12/13/2018
3527	UPS	0000129VW44	SHIPPING CHARGE-POLICE	11/24/2018	18.02	18.02	12/13/2018
3527	UPS	0000129VW44	SHIPPING CHARGE-POLICE	12/01/2018	20.52	20.52	12/13/2018
Total 3527:					56.56	56.56	
3530	AMSOIL INC	18121878 RI	OIL	11/20/2018	6,781.50	6,781.50	12/13/2018
Total 3530:					6,781.50	6,781.50	
3550	EXPOSURE SIGNS INC	6179	START BUS CHART	11/12/2018	275.00	275.00	12/13/2018
Total 3550:					275.00	275.00	
3596	ADVANCED GLASS TRIM, LLC	25778	WINDSHIELD #3297 CHEVY	10/30/2018	300.00	300.00	12/13/2018
Total 3596:					300.00	300.00	
3619	WY CHILD SUPPORT ENFORCE	120418	case #209790 GALLEGHER	12/04/2018	146.76	146.76	12/04/2018
Total 3619:					146.76	146.76	
3648	LENZ, BOB	121218	TRAVEL EXPENSES TO LA CA	12/12/2018	891.10	891.10	12/13/2018
3648	LENZ, BOB	121318	TRAVEL EXPENSES TO CAST C	12/13/2018	207.00	207.00	12/13/2018
Total 3648:					1,098.10	1,098.10	
3867	GUHEEN, BILL	112718	reimburse dot	11/27/2018	100.00	100.00	12/13/2018

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 3867:					100.00	100.00	
3932	MILLER SANITATION	12755	DECEMBER START BUS ROUT	11/13/2018	280.00	280.00	12/13/2018
Total 3932:					280.00	280.00	
3989	STINKY PRINTS, INC	49776	USB FLAS DR 4GB- SCAN PDF	10/19/2018	220.00	220.00	12/13/2018
Total 3989:					220.00	220.00	
4044	IDAHO FALLS PETERBILT	494738	DSN TRUCH	11/29/2018	226.00	226.00	12/13/2018
Total 4044:					226.00	226.00	
4057	COMMUNITY TRANSPORTATIO	2123981 1118	MEMBERSHIP DUES	11/30/2018	925.00	925.00	12/13/2018
Total 4057:					925.00	925.00	
4212	GILLIG LLC	40521818	PUMP	11/28/2018	82.86	82.86	12/13/2018
4212	GILLIG LLC	40523405	HEADLAMP	12/03/2018	3,299.20	3,299.20	12/13/2018
4212	GILLIG LLC	40524020	REGULATOR	12/04/2018	254.20	254.20	12/13/2018
Total 4212:					3,636.26	3,636.26	
4292	Commercial Tire-ID Falls	114825	TIRES	11/26/2018	751.16	751.16	12/13/2018
Total 4292:					751.16	751.16	
4294	FIRE SERVICES OF IDAHO	43160P	BATERY & LABOR	11/30/2018	320.00	320.00	12/13/2018
Total 4294:					320.00	320.00	
4359	SHERWIN-WILLIAMS CO.	3515-3	SHOP CHARGER, QP EASYOUT	11/15/2018	1,612.97	1,612.97	12/13/2018
Total 4359:					1,612.97	1,612.97	
4401	MEYRING & ASSOCIATES, INC	I9131	BUS SHELTER LIGHTS	11/30/2018	331.49	331.49	12/13/2018
Total 4401:					331.49	331.49	
4412	NEOFUNDS	790004408054	POSTAGE	11/29/2018	2,000.00	2,000.00	12/13/2018
Total 4412:					2,000.00	2,000.00	
4419	F.H.D. FOWLER	4942006	GASKETS	08/30/2018	88.38	88.38	12/13/2018
Total 4419:					88.38	88.38	
4474	FISH CREEK EXCAVATION LLC	870	PROJ: KUDAR MOTEL STORMD	12/03/2018	27,000.00	27,000.00	12/13/2018
Total 4474:					27,000.00	27,000.00	
4475	RORKE, CHRIS	110818	BUS PARKING RENTAL	11/08/2018	1,012.50	1,012.50	12/13/2018
Total 4475:					1,012.50	1,012.50	
4485	BLISS CARGO	12449	FREIGHT	11/26/2018	79.25	79.25	12/13/2018

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
4485	BLISS CARGO	12476	FREIGHT	11/30/2018	25.75	25.75	12/13/2018
Total 4485:					105.00	105.00	
4514	TEAM LABORATORY CHEMICA	INV0013769	FINE ROAD PATCH	10/31/2018	847.50	847.50	12/13/2018
Total 4514:					847.50	847.50	
4548	SILVER CREEK SUPPLY	S1929390.001	L STOP	11/02/2018	26.11	26.11	12/13/2018
4548	SILVER CREEK SUPPLY	S1936531.001	BLUE MONSTER MICRO BUBBL	11/28/2018	19.20	19.20	12/13/2018
Total 4548:					45.31	45.31	
4550	PORTER'S OFFICE PRODUCTS	712737-0	OFFICE SUPPLIES	11/27/2018	103.99	103.99	12/13/2018
Total 4550:					103.99	103.99	
4635	TETON SIGNS LLC	9232	START BUS SIGNAGE	11/26/2018	188.75	188.75	12/13/2018
Total 4635:					188.75	188.75	
4646	CORSI, JIM	926548	PLOW ALPINE PARKING LOT	12/01/2018	85.00	85.00	12/13/2018
Total 4646:					85.00	85.00	
4691	SCHOW'S TRUCK CENTER	C005040711:0	KIT BK REP	09/24/2018	112.20	112.20	12/13/2018
4691	SCHOW'S TRUCK CENTER	C005040914:0	REMAN SHOE KIT	10/12/2018	235.60	235.60	12/13/2018
Total 4691:					347.80	347.80	
4699	SNAKE RIVER ROASTING	604037	COFFEE	11/08/2018	48.45	48.45	12/13/2018
4699	SNAKE RIVER ROASTING	604227	COFFEE	11/15/2018	96.90	96.90	12/13/2018
4699	SNAKE RIVER ROASTING	604296	BREWED COFFEE FOR START	11/19/2018	66.00	66.00	12/13/2018
4699	SNAKE RIVER ROASTING	604358	COFFEE	11/23/2018	96.90	96.90	12/13/2018
4699	SNAKE RIVER ROASTING	604476	COFFEE	12/03/2018	48.45	48.45	12/13/2018
4699	SNAKE RIVER ROASTING	604480	COFFEE FILTERS	12/03/2018	29.94	29.94	12/13/2018
4699	SNAKE RIVER ROASTING	604653	COFFE- PW MAIN SHOP (5LB B	12/06/2018	48.45	48.45	12/13/2018
4699	SNAKE RIVER ROASTING	604657	COFEE	12/06/2018	101.75	101.75	12/13/2018
4699	SNAKE RIVER ROASTING	604692	COFEE	12/06/2018	48.45	48.45	12/13/2018
4699	SNAKE RIVER ROASTING	604781	COFFEE	12/12/2018	145.35	145.35	12/13/2018
Total 4699:					730.64	730.64	
4709	FLEETPRIDE	14787858	QUICK CONNECT	11/15/2018	1,035.00	1,035.00	12/13/2018
4709	FLEETPRIDE	15679625	SILICONE RADIATOR	11/29/2018	156.69	156.69	12/13/2018
Total 4709:					1,191.69	1,191.69	
4723	RON'S TOWING	9716	TOW	12/01/2018	125.00	125.00	12/13/2018
Total 4723:					125.00	125.00	
4774	BIG R RANCH & HOME	1356899	LEATHERMAN WAVE PLUS MU	11/27/2018	94.99	94.99	12/13/2018
4774	BIG R RANCH & HOME	1358428	HAT, JACKET SHERWOOD, TOT	12/06/2018	183.57	183.57	12/13/2018
4774	BIG R RANCH & HOME	1358484	LINES PIGSKIN KNIT WRIST	12/06/2018	61.02	61.02	12/13/2018
4774	BIG R RANCH & HOME	1358715	LINES PIGSKIN KNIT WRIST L H	12/07/2018	339.00	339.00	12/13/2018

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 4774:					678.58	678.58	
4880	MHL SYSTEMS	18-14194	11" ICE CARBIDE	12/06/2018	1,942.00	1,942.00	12/13/2018
Total 4880:					1,942.00	1,942.00	
4900	WYOMING ASSOCIATION OF R	14771	2019 VOTING MEMBERSHIP	11/15/2018	375.00	375.00	12/13/2018
4900	WYOMING ASSOCIATION OF R	14972	TRAINING CLASS FEES- RULES	11/29/2018	149.00	149.00	12/13/2018
Total 4900:					524.00	524.00	
4902	KOIS BROTHERS EQUIPMENT	114483	KUEPER-TUCA	10/30/2018	981.00	981.00	12/13/2018
Total 4902:					981.00	981.00	
4918	DEAN'S PEST CONTROLL LLC	38219	SMALL RODENT CONTROL	11/09/2018	40.00	40.00	12/13/2018
4918	DEAN'S PEST CONTROLL LLC	38269	SMALL RODENT CONTROL	11/06/2018	100.00	100.00	12/13/2018
Total 4918:					140.00	140.00	
4931	SNOW KING HOTEL	7628	HOLIDAY LUNCHEON	12/02/2018	4,758.98	4,758.98	12/13/2018
Total 4931:					4,758.98	4,758.98	
4964	BIG BEAR TOWING & REPAIR	1103	TOW	11/03/2018	600.00	600.00	12/13/2018
Total 4964:					600.00	600.00	
5009	GM SHEET METAL LLC	2881	PAINT LOCK PER POUND	08/13/2018	272.20	272.20	12/13/2018
Total 5009:					272.20	272.20	
5037	OLDCASTLE PRECAST INC	230199346	CACHE/MERCILL- SOLID W BLO	10/10/2018	585.00	585.00	12/13/2018
Total 5037:					585.00	585.00	
5155	JELLY DONUT, LLC	130000	BUS WINDSHIELD REPAIRS	11/02/2018	300.00	300.00	12/13/2018
Total 5155:					300.00	300.00	
5333	SALT CITY SALES	135228	HI-VIZ GOATSKIN, WONDER GR	11/30/2018	1,107.40	1,107.40	12/13/2018
Total 5333:					1,107.40	1,107.40	
5473	KELLERSTRASS ENTERPRISES	1000996	DRUM RETURN	11/30/2018	518.00	518.00	12/13/2018
5473	KELLERSTRASS ENTERPRISES	D2387	UNLEADED	12/05/2018	23,368.53	23,368.53	12/13/2018
Total 5473:					23,886.53	23,886.53	
5611	Palomino LLC	120318	RESTITUTION PAYMENT	12/03/2018	1,000.00	1,000.00	12/13/2018
Total 5611:					1,000.00	1,000.00	
5666	TRANSIT TALENT LLC	2101811	RECRUITMENT AD	12/06/2018	190.00	190.00	12/13/2018
Total 5666:					190.00	190.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
5672	RINK-TEC INTERNATIONAL, IN	3684	VILTERE OIL	09/30/2018	667.55	667.55	12/13/2018
Total 5672:					667.55	667.55	
5691	LEPCO	30257	UF441 LUSTASHIELD @ START	11/27/2018	876.00	876.00	12/13/2018
5691	LEPCO	30277	PREVENTATIVE MAINTENANCE	11/27/2018	357.00	357.00	12/13/2018
Total 5691:					1,233.00	1,233.00	
5788	WYOMING GARAGE DOOR, LLC	1985	PROJ: PUBLIC WORKS- LEFT A	12/03/2018	933.00	933.00	12/13/2018
Total 5788:					933.00	933.00	
5810	RICH BROADCASTING (SV/JX)	1181114169	ADS	11/30/2018	1,848.00	1,848.00	12/13/2018
Total 5810:					1,848.00	1,848.00	
5812	RUI INC. DBA VILLAGE GARDN	1315872	FALL CLEANUP, LAWN MAINT D	11/30/2018	1,066.20	1,066.20	12/13/2018
Total 5812:					1,066.20	1,066.20	
5846	TETON TOOLS LLC	11271814349	IMPACT WRENCH	11/27/2018	158.00	158.00	12/13/2018
5846	TETON TOOLS LLC	11271814355	SLIP JOINT PLIERS	11/27/2018	50.25	50.25	12/13/2018
Total 5846:					208.25	208.25	
5880	BOREAL PROPERTY MANAGE	13829	NOV 2018- REINSTALL LIGHTS	11/30/2018	12,826.00	12,826.00	12/13/2018
Total 5880:					12,826.00	12,826.00	
5965	KIMLEY HORN	12452908	JACKSON PHASE 2 PARKING	10/31/2018	11,782.50	11,782.50	12/13/2018
Total 5965:					11,782.50	11,782.50	
5967	CITY OF DRIGGS	BBSTART2018	BUS BARN RENT	11/27/2018	828.00	828.00	12/13/2018
5967	CITY OF DRIGGS	BBSTART2018	ELECTRIC	11/27/2018	299.33	299.33	12/13/2018
Total 5967:					1,127.33	1,127.33	
5996	DUDE SOLUTIONS, INC	INV-39233	ONE WEEK ONSITE CONSULTI	11/20/2018	2,500.00	2,500.00	12/13/2018
5996	DUDE SOLUTIONS, INC	INV-39233	ONE WEEK ONSITE CONSULTI	11/20/2018	2,500.00	2,500.00	12/13/2018
5996	DUDE SOLUTIONS, INC	INV-39233	ONE WEEK ONSITE CONSULTI	11/20/2018	2,500.00	2,500.00	12/13/2018
5996	DUDE SOLUTIONS, INC	INV-39233	ONE WEEK ONSITE CONSULTI	11/20/2018	2,500.00	2,500.00	12/13/2018
Total 5996:					10,000.00	10,000.00	
6041	HOLE FOOD RESCUE	121218	2ND QUARTER PAYMENT	12/12/2018	1,250.00	1,250.00	12/13/2018
Total 6041:					1,250.00	1,250.00	
6068	POWER ENGINEERING CO, INC	0213456-IN	PECO COOLED SYSTEM TRT	11/19/2018	569.25	569.25	12/13/2018
6068	POWER ENGINEERING CO, INC	0213653-IN	BALL VALVE	12/06/2018	125.00	125.00	12/13/2018
Total 6068:					694.25	694.25	
6086	WATER WERKS, INC	2232	MONTHLY WALK THROUGH	12/12/2018	95.00	95.00	12/13/2018
6086	WATER WERKS, INC	2234	REPLACE KITCHEN FAUCET @	12/12/2018	782.63	782.63	12/13/2018
6086	WATER WERKS, INC	2235	TOILET REPAIR @ WATER SHO	12/12/2018	243.81	243.81	12/13/2018

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 6086:					1,121.44	1,121.44	
6226	WEST COAST CODE CONSULT	UT18-579-008	PLAN REVIEW SERVICES	11/12/2018	3,645.00	3,645.00	12/13/2018
6226	WEST COAST CODE CONSULT	UT18-579-008	PLAN REVIEW SERVICES	11/12/2018	3,860.00	3,860.00	12/13/2018
Total 6226:					7,505.00	7,505.00	
6243	DAY WIRELESS SYSTEMS	4196	RADIO REPAIR	11/28/2018	390.00	390.00	12/13/2018
Total 6243:					390.00	390.00	
6275	JACKSON HOLE AVIATION LLC	120718	utilities	12/07/2018	136.32	136.32	12/13/2018
Total 6275:					136.32	136.32	
6290	HARMON, GLENDA	121318	LEASE AGREEMENT	12/13/2018	1,900.00	1,900.00	12/13/2018
Total 6290:					1,900.00	1,900.00	
6311	DUSTBUSTERS, INC	56845	BULK RED ICE MELTER	11/09/2018	3,171.86	3,171.86	12/13/2018
Total 6311:					3,171.86	3,171.86	
6316	GARCIA, GREGORIO	120518	DOT	12/05/2018	100.00	100.00	12/13/2018
Total 6316:					100.00	100.00	
6324	Haight, Joseph	120518	Bond refund Case #18-09-0146	12/05/2018	1,500.00	1,500.00	12/05/2018
Total 6324:					1,500.00	1,500.00	
6325	MacKay, Ben	121118	Return Bond B18-0729 70 East K	12/11/2018	1,000.00	1,000.00	12/13/2018
Total 6325:					1,000.00	1,000.00	
6326	SCHREIBER, RICK	112718	REIMBURSE DOT PHYSICAL	11/27/2018	100.00	100.00	12/13/2018
Total 6326:					100.00	100.00	
6327	LANCE D. OVIATT, OFFICIAL RE	1080	TRANSCRIPT TOJ VS MATTHEI	11/29/2018	521.25	521.25	12/13/2018
Total 6327:					521.25	521.25	
6328	CRAIGUE, ROBERT	112718	DOT PHYSICAL REIMBURSE	11/27/2018	100.00	100.00	12/13/2018
Total 6328:					100.00	100.00	
6329	WINDHAM WEAPONRY	109264	RIFLE 11.5 LESS HANDLE	11/14/2018	3,890.00	3,890.00	12/13/2018
Total 6329:					3,890.00	3,890.00	
6330	DYNAMIC CUSTOM HOMES	121118	REFUND CUP APPLICATION FE	12/11/2018	2,500.00	2,500.00	12/13/2018
Total 6330:					2,500.00	2,500.00	
6331	JACKSON TOWING PARTNERS	50	BUS TOWING	11/27/2018	1,350.00	1,350.00	12/13/2018

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 6331:					1,350.00	1,350.00	
6332	ECOCONNECT CONSULTING L	133	KARNS MEADOW ENVIRONME	11/03/2018	6,474.35	6,474.35	12/13/2018
6332	ECOCONNECT CONSULTING L	138	KARNS MEADOW ENVIRONME	12/11/2018	6,322.10	6,322.10	12/13/2018
Total 6332:					12,796.45	12,796.45	
6333	TIPPETTS, SEAN	44	TOWN COUNCIL	12/05/2018	1,180.00	1,180.00	12/13/2018
Total 6333:					1,180.00	1,180.00	
6334	JACKSON MATTRESS SHOP	24390	TWIN BOX SPRING, FRAME & M	11/16/2018	1,137.00	1,137.00	12/13/2018
Total 6334:					1,137.00	1,137.00	
6335	EMERALD SERVICES, INC	78233499	CRANKCASE	11/14/2018	276.70	276.70	12/13/2018
Total 6335:					276.70	276.70	
6336	LEO'S CONSTRUCTION	120518	TOWN HALL PROJECT	12/05/2018	9,237.80	.00	
Total 6336:					9,237.80	.00	
Grand Totals:					913,019.44	809,035.03	

Dated: _____

Mayor: _____

City Council: _____

_____

_____

_____

_____

_____

City Recorder: _____

City Treasurer: _____

Report Criteria:
Detail report.
Invoices with totals above $0 included.
Paid and unpaid invoices included.

TOWN OF JACKSON
MUNICIPAL COURT
MONTHLY REPORT TO THE MAYOR AND THE TOWN COUNCIL
FOR THE MONTH OF NOVEMBER, 2018

During the month of November, the court received $43,296 in fines, fees, and forfeitures.
527 new cases were docketed: 453 parking citations, 74 summons
51 cases were dismissed: 18 parking violations

The abbreviations used below are: BF=forfeiture, GP=pled guilty, NC= nolo contendere, G=found guilty at trial, NG=found not guilty at Trial, R=restitution, CS=community service, DP=deferred prosecution, D=dismissed, D-TS=dismissed for traffic school, DA=deferred adjudication

CLOSED CASES

NAME	CITATION	OFFENSE	DISPOSITION	$
ADAMS, BRETT GARY	186004548AA	Limitations on Backing	BF	85
BAEZ HUERTA, MIGUEL	186005473AA	Failure to stop at a red light	BF	125
BUSH, KATHERINE RILEY	186006368AA	Speed Limits Generally 42/30	BF	169
CARDILLO, MONIQUE JOANN	186004528AA	Speeding urban - 47/30 mph zone	D-TS	0
CHALAS RAMBALOE, LUIS A	03732L	No Driver's license	D- PER TOWN'S MOTION	0
CIPRO, JOSEPH A	186001985AA	Speed Limits Generally 35/25	BF	115
CODI, CRISTINE ELESA	186005477AA	Public intoxication	BF	110
CONWAY, ROBERT DAVIS	186005351AA	Public intoxication	DP	0
CRANDALL, SHAUNA	186006454AA	Driver & Passenger Req. to wear seat belt	BF	25
DAVIS, KELLY A.	00557M	Stop Sign Violation	D-TS	0
DELONG, MICHAELSCOTT	186005025AA	Speeding 40/30	BF	100
DIAZ, SONIA	186000553AB	Speed Limits Generally 48/30	D- PER TOWN'S MOTION	0
DOLLAR, DAVID ELLIOTT	186000609AB	Public intoxication	BF	110
DOUCETTE, SARA J	19790K	MPH over limit Bond	D-TS	0
EDGEWORTH, GARY JACK	186005146AA	Speeding 46/30	D-TS	0
EVANS, DANIELLE C	186006375AA	Public intoxication	BF	110
FATSIS, MICHAEL LAMPROS	186006374AA	Speed Limits Generally 49/30	BF	218
FOSTER, BLAKE M	03530L	Failure to maintain liability coverage	BF	550
FUENTES CID, REYES	186005026AA	No Driver's license	BF	100
GIAP, TONY PHAN	186005020AA	Speeding 45/30	BF	115
GILSDORF, KRISTI K	11320J	Fail to yield	BF	135
GIRA, COOPER WELLS	186000007AB	Required position & method of turning at intersection	D- PER TOWN'S MOTION	0
GONZALES, ANDRE	186000606AB	Failure to have child in safety seat	BF	65
GONZALES, ANDRE	186000607AB	No Driver's license	BF	420
GREBB, JUSTIN JACK	186004300AA	Speeding 49/40	BF	97
HAGOOD, NATHANIEL ROY	186002300AA	Failure to stop at a red light	D-TS	0
HALSNES, JORID	186000101AB	No display of current registration	BF	63
HARRICE, MELANIE	186005124AA	Breach of peace: non-violent	BF	150
HEATLEY, MICHAEL R.	186005932AA	Limitations on Backing	BF	85
HEIBEL, TODD ANTHONY	186005585AA	Speeding in a school zone 32/20	BF	270
HERNANDEZ MENDOZA, EDITH	186005862AA	No Driver's license (MUST APPEAR)	D- PER TOWN'S MOTION	0
HERON, CASEY COLE	186000058AB	Public intoxication	BF	110
HOBBS, WILLIAM ALEXANDER	186005478AA	Failure to stop at a red light	BF	125
HORVAT, MATTHEW RYAN THOMAS	186005911AA	Speeding urban - 38/30 mph zone	D-TS	0
HULME, ALEXIE SCHIESS	186003843AA	Failure to maintain liability coverage	D-VALID INFO PROVIDED	0
IOBST, CHRISTIAN DONALD	186005894AA	Following too Close	BF	85
IWAMOTO-FUKUMITSU, NATHAN UMEO	19795K	Illegal U-turn	BF	85
JAQUES, BRANDON C	00565M	Speed Limits Generally 49/30	BF	218
JONES, KEVIN PAUL	186004148AA	Public intoxication	D- PER TOWN'S MOTION	0
KISSONERGIS, ALEXANDER SIMON	186005386AA	Failure to maintain liability coverage	D-VALID INFO PROVIDED	0
KJERSTAD, ROGER R.	00509M	Following too Close	BF	75
KOFINAS, GARY PETER	186000011AB	Speeding in a school zone 46/30	BF	187
LACROIX, GABRIEL	186005135AA	No Driver's license	BF	410
LARA, JANELLE TAYLER	186005475AA	Stop Sign Violation	BF	125
MACE, JARED GENE	186000083AB	Speed Limits Generally 43/30	BF	131
MALDONADO HERNANDEZ, JAVIER	94335J	Public intoxication	BF	110
MALONE, MARC ALAN	186000060AB	Speed Limits Generally 45/30	BF	190
MASER, RICHARD W.	03554L	No display of current registration	D- PER TOWN'S MOTION	0

MCDAVID, WILLIAM K. JR	00558M	Stop Sign Violation	D- PER TOWN'S MOTION	0
MENDOZA, ERIC A	39221B	DUI	DA-UNDER W.S.S 7-13-30	0
MENG, MITCHELL D	186000656AB	Speed Limits Generally 38/20	BF	335
MERRELL, RICHARD GAYLEN	19797K	Use of hand-held electronic device while driving	BF	90
MILLER, CURTIS RAY	186000006AB	Turning left at intersection	D- PER TOWN'S MOTION	0
MOODY, CRAIG M	00566M	Failure to yield ROW	D- PER TOWN'S MOTION	0
MORALES ROMERO, DIMAS	186005931AA	Limitations on Backing	D-TS	0
MORGAN, JULIUS OLIVER	186006371AA	Public intoxication	BF	110
MORILLON-SOSA, ADAN	00518M	No Driver's license	BF	410
NORMANDEAU, JESSICA L	186006456AA	Stop Sign Violation	BF	125
OCONNELL, KATHLEEN PATRICIA	186006459AA	Limitations on Backing	D- PER TOWN'S MOTION	0
PETERSEN, GRACIE LYNN	186005878AA	Turning left at intersection (MUST APPEAR)	BF	85
PETERSON, VERNON ARNOLD	186000003AB	Failure to yield ROW	BF	85
PICKERILL, JAMES L.	19794K	Use of cell phone while driving prohibited	BF	65
PRUGH, GREGORY EARL	186006455AA	Speeding 41/30	BF	103
QUIROZ CARRILLO, J ASCENSION	00516M	No display of current registration	BF	63
RAITZ, KAITLIN RENE	186003037AA	Speeding urban - 41/30 mph zone	BF	152
RANSOM, ALEX MICHAEL	186005384AA	Failure to maintain liability coverage	D-VALID INFO PROVIDED	0
REHNBERG, MAILE ANE	00556M	Use of cell phone while driving prohibited	BF	90
RICHARD, HAROLD	186000148AB	Stop Sign Violation	BF	135
RIESER, TIMOTHY J	03881L	Speeding faster than reasonable and prudent 44/30	BF	123
ROBERTS, CHRISTOPHER LEE	186000655AB	Speed Limits Generally 31/20	BF	265
ROBERTSON, CHRISTY DAWN	186005584AA	Use of cell phone while driving prohibited	BF	100
ROHDE, MICHAEL DAVEY	186000069AB	Public intoxication	BF	110
ROUBIN, PETA	00561M	Speed Limits Generally 50/40	BF	90
SANDERS, DAVID L.	03985L	Public intoxication	BF	110
SCHRADER, SYDNEY	186006370AA	Marijuana: use and/or possession	D- PER TOWN'S MOTION	0
SILVERMAN, BRENDA K	00519M	MPH over limit Bond	BF	121
SKIPITIS, CASSANDRA NOELLE	186004771AA	Passing a school Bus(MUST APPEAR)	D-TS	0
SMITH, MEGAN DIANE	186004381AA	Speeding in a school zone 31/20	BF	260
SMITH, MEGAN DIANE	186005912AA	Use of cell phone while driving prohibited	BF	100
SMITH, SCOTT BRADLEY	186004459AA	No display of current registration	BF	63
SONDGEROTH, CLAY JAMES	186006049AA	Following too Close	BF	85
SPRADLIN, JOSHUA M	186003842AA	Public intoxication	BF	110
ST ARNOLD, JONATHON TYLER	186005460AA	Speeding 50/40	D-TS	0
STANDISH, TAYLOR DANIEL	186005871AA	No display of current registration	BF	135
STANDISH, TAYLOR DANIEL	186005871AA	No display of current registration	BF	0
STEARN, MARTHA GENE	186000059AB	Speed Limits Generally 41/30	BF	162
STEWART, JANE M	03434L	Unlawful Contact or Touching-MUST APPEAR	D- PER TOWN'S MOTION	0
STUBBS, WAYNE A	03880L	Public intoxication	BF	110
TAYLOR, KATHRYN A	19796K	Use of hand-held electronic device while driving	BF	65
THATIKONDA, BHARGAV	186003035AA	Failure to maintain liability coverage	BF	540
TSANG, KIN KEI	186003029AA	Speed Limits Generally 40/25	D- PER TOWN'S MOTION	0
TSANG, KIN KEI	186000653AB	Taxi Marking & Signage	D- PER TOWN'S MOTION	0
TSOUMAS, STYLIANOS DEMETRIUS	186005589AA	Speeding 45/30	BF	125
ULIBARRI, JESSICA NICOLE	186006276AA	Use of cell phone while driving prohibited	BF	0
ULIBARRI, JESSICA NICOLE	186006276AA	Use of cell phone while driving prohibited	BF	75
UZUN, ANDREI	186005719AA	Failure to stop at a red light	D-TS	0
VANDENBROEKE, DUSTIN JULES	186006017AA	Limitations on Backing	BF	35
VARGASON, DAMON PATRICK	186000608AB	Public intoxication	BF	110
WAGONER, SARAH GRACE	186003034AA	Speeding urban - 41/30 mph zone	BF	152
WALKER, ANITA ACAR	186006376AA	Failure to stop at a red light	BF	135
WICKE, DANIEL GRAY	186006452AA	Speed Limits Generally 43/30	BF	166
WILSON, MATIA LEE	186006252AA	Use of cell phone while driving prohibited	BF	75
YARTO, MALLORY MANTLE	186006047AA	Speeding 57/40	BF	121
ZELL, JEFFREY P	03103L	Speeding 57/40	BF	163

TOWN OF JACKSON
TOWN COUNCIL
AGENDA DOCUMENTATION

PREPARATION DATE: DECEMBER 13, 2018 **SUBMITTING DEPARTMENT**: PLANNING & BUILDING
MEETING DATE: DECEMBER 17, 2018 **DEPARTMENT DIRECTOR:** TYLER SINCLAIR
PRESENTER: TYLER SINCLAIR
APPLICANT: NATIONAL ELK REFUGE – NATALIE FATH

SUBJECT: TEMPORARY SIGN PERMIT – Feathered Fridays

STATEMENT/PURPOSE

To approve or deny relief from the Town's sign ordinance for the use of temporary signage not requiring a special event or exposition license.

BACKGROUND/ALTERNATIVES

The applicant has requested a temporary banner to be located at 532 N. Cache Street, during:

December 15, 2018 to March 29, 2019

Section 4670.I of the Town's Land Development Regulations allows Council to approve up to four (4) off-site banners. The event does not require any Town services; therefore, a special event license is not required. Staff recommends approval, as the Town has permitted such signs in the past, as long as all other regulations for signage are complied with.

ALIGNMENT WITH COUNCIL'S STRATEGIC INTENT

Staff finds that the proposal is consistent with Councils strategic intent.

ATTACHMENTS

Applicant Submittal

FISCAL IMPACT

None

STAFF IMPACT

None

LEGAL REVIEW

N/A

RECOMMENDATION

The Planning Director makes no recommendation for the banner to be located at 532 N. Cache Street, subject to the following conditions:

1. The use of the site shall be granted by the property owner.
2. The sign shall not be located on the sidewalks or in the public right of way.
3. The sign for Feathered Fridays may be installed at 532 N. Cache Street during:
   December 15, 2018 to March 29, 2019

SUGGESTED MOTION

I move to **approve** the temporary banner in conjunction with the National Elk Refuge subject to three (3) conditions of approval.

(Although Staff is not making a recommendation of the application, the motion is made in the affirmative.)

TEMPORARY SIGN PERMIT APPLICATION

Planning & Building Department
Planning Division

150 East Pearl Ave.
P.O. Box 1687
Jackson, WY 83001

ph: (307) 733-0520 or
(307) 733-0440
fax: (307) 734-3563
www.townofjackson.com

EVENT NAME:

Event Name: **Feathered Fridays** Physical Address of Event: **532 N Cache Street Jackson WY 83001**

Description of Event: **The National Elk Refuge is again partnering with the Teton Raptor Center to present a series of "Feathered Fridays" visits during the 2018 / 2019 winter season at the Jackson Hole & Greater Yellowstone Visitor Center. The programs, which are free to visitors, will be offered each Friday from 12:00-2:00pm, from December 21, 2018 through March 29, 2019. During the program the Teton Raptor Center brings at least two of their avian ambassadors to the Visitor Center to inform visitors about birds of prey in collaboration with staff from the National Elk Refuge. Feathered Fridays has occurred at the Jackson Hole & Greater Yellowstone Visitor Center every winter season (Dec-Mar) since 2016. The same banner proposed in this application was approved by the Town Council and erected in the same location during winter 2017 and 2018.**

EVENT SPONSOR/APPLICANT:

Name: **National Elk Refuge / Natalie Fath** Phone: **307-739-9322**

Mailing Address: **PO Box 510 Jackson WY** ZIP: **83001**

E-mail: **natalie_fath@fws.gov** Non-Pofit: **X** For Profit: _____

TEMPORARY BANNER LOCATION: Consent from Property Owner Required (maximum of 4 signs allowed, display dates up to two weeks allowed)

Business/Description: **Jackson Hole & Greater Yellowstone Visitor Center**

Physical Address: **532 N Cache Street Jackson WY 83001**
Dates of Display: **12/15/18-3/29/19**

Consent from Owner Obtained? Yes **X** No_____

SUBMITTAL REQUIREMENTS. *Attach the following:*

X_____Illustration of each proposed sign that includes dimensions, colors, materials and type of sign.

X_____Installation specifications, and any structural details or specifications required for freestanding signs.

Under penalty of perjury, I hereby certify that I have read this application and state that, to the best of my knowledge, all information submitted in this request is true and correct. I agree to comply with all county and state laws relating to the subject matter of this application, and hereby authorize representatives of the Town of Jackson to enter upon the above-mentioned property during normal business hours, after making a reasonable effort to contact the owner/applicant prior to entering.

Signature of Authorized Event Applicant Natalie A. Fath Date: **11/29/2018**

Applicant Name Printed: **Natalie Fath** Title: **Visitor Services Manager**
U.S. Fish & Wildlife Service

84" x 24"

Feathered Fridays

Meet Live Raptors - Every Friday: Noon - 2 p.m.

At The Jackson Hole & Greater Yellowstone Visitor Center

teton raptor center

U.S. FISH & WILDLIFE SERVICE

Sponsored By:

Maki Foundation & Jackson Hole Wildlife Safaris

TETON SIGNS

Banner illustration specifications:
The banner pictured is 84" X 24" and made for use in the outdoors (reinforced plastic), therefore it's able to withstand the elements.

Installation specification:
This banner will be tied to the National Parks and Visitor Center directional sign located on the southwestern lawn of the Jackson Hole and Greater Yellowstone Visitor Center. The banner will be secured to the poles under the sign and secured to each pole temporarily with outdoor rope. The rope is removable and non-permanent. The same image appears on both sides of the banner so it can be viewed from the north or south along North Cache Street during the period requested – December 15, 2018 through March 29, 2019. The purpose of the banner is to advertise the free public program, Feathered Fridays in a highly visible location. Feathered Fridays has occurred at the Jackson Hole and Greater Yellowstone Visitor Center every winter season (Dec-Mar) since 2016 and the same banner was approved by the Town Council and erected in 2017 and 2018.

TOWN OF JACKSON
TOWN COUNCIL
AGENDA DOCUMENTATION

PREPARATION DATE: DECEMBER 13, 2018 **SUBMITTING DEPARTMENT**: PLANNING & BUILDING
MEETING DATE: DECEMBER 17, 2018 **DEPARTMENT DIRECTOR:** TYLER SINCLAIR
PRESENTER: TYLER SINCLAIR
APPLICANT: TETON SPORTS & SPINE IMAGING -BREEZY MULLIGAN

SUBJECT: TEMPORARY SIGN PERMIT – Discounted Knee MRI

STATEMENT/PURPOSE

To approve or deny relief from the Town's sign ordinance for the use of temporary signage not requiring a special event or exposition license.

BACKGROUND/ALTERNATIVES

The applicant has requested temporary banners to be located at 105 Buffalo Way, Albertsons, during:

December 23, 2018 to December 29, 2018
January 27, 2019 to February 2, 2019
February 10, 2019 to February 16, 2019
March 17, 2019 to March 23, 2018
April 21, 2019 to April 27, 2019

Section 4670.I of the Town's Land Development Regulations allows Council to approve up to four (4) off-site banners. The event does not require any Town services; therefore, a special event license is not required. Staff recommends approval, as the Town has permitted such signs in the past, as long as all other regulations for signage are complied with.

ALIGNMENT WITH COUNCIL'S STRATEGIC INTENT

Staff finds that the proposal is consistent with Councils strategic intent.

ATTACHMENTS

Applicant Submittal

FISCAL IMPACT

None

STAFF IMPACT

None

LEGAL REVIEW

N/A

RECOMMENDATION

The Planning Director makes no recommendation for the banner to be located at 105 Buffalo Way, Albertsons, subject to the following conditions:

1. The use of the site shall be granted by the property owner.
2. The signs shall not be located on the sidewalks or in the public right of way.
3. The sign for Teton Sports & Spine Imaging may be installed at 105 Buffalo Way, Albertsons during:
   December 23, 2018 to December 29, 2018
   January 27, 2019 to February 2, 2019
   February 10, 2019 to February 16, 2019
   March 17, 2019 to March 23, 2018
   April 21, 2019 to April 27, 2019

SUGGESTED MOTION

I move to **approve** the temporary banner in conjunction with the Teton Sports & Spine Imaging subject to three (3) conditions of approval.

(Although Staff is not making a recommendation of the application, the motion is made in the affirmative.)

TEMPORARY SIGN PERMIT APPLICATION

Planning & Building Department
Planning Division

150 East Pearl Ave.
P.O. Box 1687
Jackson, WY 83001

ph: (307) 733-0520 or
(307) 733-0440
fax: (307) 734-3563
www.townofjackson.com

EVENT NAME:

Event Name: Seasonal Advertising

Physical Address of Event: 250 Scott Ln., Ste 110

Description of Event: discounted Knee MRI (Dec - April)

EVENT SPONSOR/APPLICANT:

Name: Teton Sports & Spine Imaging LLC.

Phone: 307 201 5380

Mailing Address: P.O. Box 14410 Jackson, WY

ZIP: 83002

E-mail: breezy@tetonmri.com

Non-Profit: ____ For Profit: ✓

TEMPORARY BANNER LOCATION: Consent from Property Owner Required (maximum of 4 signs allowed, display dates up to two weeks allowed)

Business/Description: Albertsons

Physical Address: 105 Buffalo Way

Dates of Display: Dec. 23-29, Jan 27-Feb 2, Feb 10-16, March 17-23 & April 21-27

Consent from Owner Obtained? Yes ✓ No____

Business/Description: ____

Physical Address: ____

Dates of Display: ____

Consent from Owner Obtained? Yes____ No____

Business/Description: ____

Physical Address: ____

Dates of Display: ____

Consent from Owner Obtained? Yes____ No____

Business/Description: ____

Physical Address: ____

Dates of Display: ____

Consent from Owner Obtained? Yes____ No____

SUBMITTAL REQUIREMENTS. *Attach the following:*

✓ Illustration of each proposed sign that includes dimensions, colors, materials and type of sign.

✓ Installation specifications, and any structural details or specifications required for freestanding signs.

Under penalty of perjury, I hereby certify that I have read this application and state that, to the best of my knowledge, all information submitted in this request is true and correct. I agree to comply with all county and state laws relating to the subject matter of this application, and hereby authorize representatives of the Town of Jackson to enter upon the above-mentioned property during normal business hours, after making a reasonable effort to contact the owner/applicant prior to entering.

Signature of Authorized Event Applicant

Date: 12/11/18

Applicant Name Printed: Breanna Mulligan (Breezy)

Title: Marketing Manager

size: 8ft (H) x 12ft (W)
material: 13 oz vinyl
banner w/ rivets

Teton Sports & Spine

IMAGING

Skiers' Special

$ 999 Knee MRI

307.201.5380

TOWN OF JACKSON
TOWN COUNCIL
AGENDA DOCUMENTATION

PREPARATION DATE: December 13, 2018
MEETING DATE: December 17, 2018

SUBMITTING DEPARTMENT: Town Clerk
DEPARTMENT DIRECTOR: Roxanne Devries Robinson
PRESENTER: Carl Pelletier

SUBJECT: Jackson Hole Skijoring

STATEMENT/PURPOSE

The Mayor and Council approve the use of town streets, temporary street closures, temporary signage, use of Town equipment, exemption from Municipal Code, and services of Town personnel for special events.

BACKGROUND/ALTERNATIVES

The applicant, Skijor USA, Inc., a non-profit organization, requests permission to host the Jackson Hole Skijoring special event on Saturday, January 12, 2019 and Sunday, January 13, 2019 from 8:00 A.M. until 5:00 P.M. on both days. The event would consist of skiers pulled by horses competing for time on an established course. The applicant estimates that up to 2,500 spectators are expected to attend this event each day.

The applicant wishes to host this event within the Town of Jackson as opposed to other areas outside of Town limits. The applicant understands that there are some constraints to requesting to hold this event in the town limits.

Following the submission of an initial special event application, the applicant met with representatives from a variety of Town Departments including Police, Public Works, Fire/EMS, Parks and Recreation, TC Fair Grounds, and START Bus. After discussion of several different possible race course site locations, one was determined as the preferred in-town option.

This preferred in-town site would include a race course track set inside the Teton County Fairgrounds parking lot with use of a portion of West Karns utilized for vendors and spectators. West Karns would remain open for residents; however the applicant is requesting the use of a portion of the street and the parking along the southern portion of West Karns for spectators and vendors. A map of this proposed course site is attached to this staff report.

The race course would begin in the southwest corner of the Fair Grounds parking lot. The course would travel on an arc to the north and east. Currently there are several uses taking place in the parking lot. We have been able to address these issues:

1. **Recycling Containers.** ISWR has been contacted about the possibility of temporarily moving these containers just a little bit to the east (so they would be next to the west side of the current dog park location). Access to these recycling containers would remain open to the public throughout the event. ISWR has indicated that they are comfortable with this temporary move.

2. **Overflow Garage Parking.** Currently there are concrete barricades in place in the west end of the Fair Grounds parking lot to handle overflow parking from the public parking garage. Public Works indicated that this lot could be consolidated (and possibly eliminated) after the holiday travel season.

3. **Dog Park.** This current race course configuration would not interfere with individuals accessing the dog park. Access to the dog park would remain open to the public throughout the event.

4. **Access to Heritage Arena.** The Teton County Fair Grounds Manager has indicated that public access to the Heritage Arena would need to remain accessible throughout the event. This proposed site plan allows public access to the arena.

5. **Snow Storage.** This is the one variable that Public Works will attempt to reasonably address. Public Works is aware of where the race course site is proposed and will make efforts to contain snow storage in a manner that will allow for the construction of the race course. However, the applicant is aware that if heavy snow accumulation occurs between now and January 12th that a backup location may need to be secured for the construction of the race course.

   The applicant has indicated that they are working on securing alternative race course site locations outside of Town limits in the event that this space is necessary for snow storage. The Public Works department will make every effort to store snow in a manner that will not impede with the construction of the race course; however, if heavy snow storms do occur prior to the event, this space outlined in the staff report may be needed to for snow storage. The applicant will continue to work and communicate with Town staff leading up to the days of the race. If the applicant determines that the space, due to necessary snow storage, inside the Fair Grounds parking lot is not adequate to host the event then the event will be moved to another location that is either outside of Town limits or at a site that is approved by the Town Council.

6. **Temporary Fire Station Construction.** Construction for the temporary fire station is on-going. The new estimated 'move in' date is February 1. Jackson Hole Fire/EMS indicated that construction would not be occurring on the weekend and therefore the event would not interfere with the construction project.

A map of this proposed layout is found on the next page.

JACKSON HOLE SKIJORING PLAN B2 SITE PLAN WHICH WOULD USE W KARNS AVE

The gravel parking spaces on the east side of W Karns Avenue would be used for spectators to enter and vendors to set up. Teton County Fairgrounds would be used for snow bleachers, standing room, the race track, a runout, trailer parking and an announcer's stage.

For this site the applicant would request the following from Town in association with the event:

1. A partial closure of Karns Avenue from Flat Creek Drive to Jackson Street from Friday, January 11, 2019 at 10:00 A.M. until Sunday, January 13, 2019 at 8:00 P.M. This street would remain open to local traffic so that residents along Karns could access their homes.
2. Use of the gravel parking on the south side of W. Karns for vendor booths and spectators.
3. The posting of "Local Traffic Only" signs and placement of detour barricades with arrows at the following intersections:
    a. Flat Creek Drive and West Karns Avenue
    b. Clissold Street and West Kelly Avenue
    c. Jackson Street and West Karns Avenue
4. The posting of "Handicap Parking" signs on the south side of West Karnes Avenue from Friday – Sunday.
5. Emergency Vehicle Parking along the south side of West Karnes Avenue.
6. Permission from Town Council for amplified sound associated with the Skijoring event.
7. Permission to use Town barricades and road signs.
8. Access to electricity in Fairgrounds parking lot if necessary.
9. Use of the western portion of the Fairgrounds parking lot for the race course, spectator viewing, and event parking.
10. Permission from Council for overnight RV camping in the eastern portion of the TC Fairgrounds parking area (east of the Heritage Building), in the Teton County Exhibition Hall Parking Lot from Friday, January 11 until Monday, January 14, 2019. Final approval is subject to permission from the Fairgrounds Manager and/or Fair Board. Participants and family members may wish to camp in RV/living quarter type trailers. The applicant has indicated that very few participants would utilize RV units for camping overnight. Section 10.04.220 of the Municipal Code prohibits overnight parking on any parking lot owned, operated, leased, or maintained by the town; and Section 9.52.050 prohibits sleeping in any public place unless permission is granted by the Town Council for special events.
11. Permission for overnight parking Friday through Sunday nights for trailers associated with the event at the Fairgrounds (west of the Heritage Arena).
12. Permission for overnight parking Friday through Sunday nights for trailers associated with the event at the Fairgrounds (east of the Heritage Building), in the Teton County Exhibition Hall Parking Lot. Final approval is subject to permission from the Fair Manager and/or Fair Board. Final approval is subject to permission from the parking lot owners and/or lessees.
13. Catering permit on Saturday, January 12 and Sunday, January 13 from 10:00 A.M. to 5:00 P.M. for alcohol sales on in the western portion of the Fairgrounds parking lot as well as along West Karns Avenue.
14. Relief from Town ordinances as follows: Applicant requests the issuance of a catering permit for the western portion of the TC Fairgrounds parking area as well as on the southern portion of West Karns between Flat Creek Drive and Jackson Street. Beer, wine and spirits would be served in the roped off areas of the parking lot as well as in a roped off portion on West Karns Avenue between Flat Creek and Jackson Street. Municipal Code 6.40.050 prohibits open containers and the consumption of alcohol on any street, sidewalk or curb or any other public property. Alcohol will not be permitted outside of this roped off area or in town streets.
15. Exposition business license to allow vendors to sell products at the event. The applicant acknowledges that sales tax will be collected and turned into the State of Wyoming.

This application has been submitted to all Town departments for review.

ATTACHMENTS

Special Event Application

FISCAL IMPACT

Direct income includes income from the Exposition Business License ($400) and catering permit ($40). The Police Department is expected to incur a fiscal impact associated with enforcing parking and patrolling the event. Public Works Departments is expected to incur a fiscal impact associated with snow removal and race course building. The event organizers have indicated that they would be willing to pay staffing expenses.

STAFF IMPACT

The services of police and community service officers for patrol and traffic control, and the services of Public Works personnel for race course building and viewing and vending area preparation.

LEGAL REVIEW

N/A

RECOMMENDATION

Staff recommends the approval of the special event application, subject to the following conditions and restrictions:

1. The applicant and all participants shall conduct all activities in a responsible, professional and timely manner.
2. All town ordinances, including noise and animals, shall apply to all events except where specifically granted relief by the Town Council.
3. The applicant shall apply and pay for all licenses and/or permits prior to the events.
4. The applicant must receive permission from the Town Council to display signs within the Town of Jackson before or during their event
5. The applicant shall obtain the necessary food service permits from Teton County Environmental Health.
6. Food service shall be coordinated with and approved by Teton County Environmental Health.
7. The applicant shall clean up immediately following each event and shall be responsible for the collection and removal of all refuse generated by each event. Additional trash receptacles are required at food vending booths.
8. The applicant is required to provide recycling containers and provide for the removal of all recycled material.
9. The applicant and all participating organizations are required to maintain liability insurance in the amount of $1,000,000.00. Prior to the event, each organization shall provide a certificate of insurance naming the Town of Jackson as an additional insured including its Officers, Officials, Employees, and Volunteers and must also state that coverage is primary and non-contributory. The Town Attorney shall approve all certificates of insurance.
10. The applicant shall coordinate all road closures with the Police Department and shall provide an adequate number of volunteers to assist with traffic control and barricade setup/removal during the event.
11. The applicant shall be responsible for the production, posting and removal of the no parking signage. The applicant will work with the Jackson Hole Police Department who will be responsible for removal or towing vehicles parked in designated no parking spaces.
12. Residents within a two block radius of the park shall be notified in advance of the date and beginning and ending times of the event as well as parking and street closure information.

13. Barricades and Road Closed signs are available from the Public Works Department. The applicant shall coordinate all barricade and signage needs with the Public Works Department at least three (3) business days prior to the event.
14. Fire department access roads shall have and maintain a clear and unobstructed width of 20 feet and unobstructed vertical clearance of not less than 13 feet 6 inches to allow for emergency vehicle traffic along ALL areas of open and closed streets (IFC 503.2.1). Booths and tents may be erected on either side of street, however, a 20 foot straight path must be provided.
15. Fire/EMS will conduct inspections of the site and additional requirements per the International Fire Code could be enforced prior to and during the event.
16. All walkways and boardwalks must be kept unobstructed at all times.
17. All power and sound cords that cross walkways shall be taped and secured to avoid a tripping hazard.
18. No trees or other forestry may be moved, modified, damaged or destroyed to set up booths, tents, or exhibits. No ropes, exhibits, signs, banners or booths may be secured to any live forestry.
19. The applicant shall work with the Police Department to determine the level of service required for this event.
20. The applicant shall pay for all police services needed to staff this event at least five business days prior to the event to prevent the department from incurring a significant overtime expense.
21. The applicant is expected to monitor the noise levels of the event to ensure that it is conducted in a manner that reduces the likelihood that it will disturb the residents of the surrounding area or neighborhood. In the event that complaints from residents are received, the person to whom this permit is issued shall be responsible for taking reasonable steps to see that the noise is abated in a timely manner.
22. The applicant shall take all measures necessary to comply with applicable alcohol dispensing laws and regulations, including the prevention of sales to and consumption by minors and the prohibition of consumption off the authorized premises. An ID bracelet system shall be utilized and all ID's checked.
23. All individuals serving alcohol will have TIPS training and certification.
24. Only 16oz or small plastic cups are used for beer sales.
25. Volunteers or staff shall be placed at the event exits to prevent spectators from leaving with open alcoholic beverage containers.
26. No more than two beers shall be sold to any person at any time.
27. No alcohol or food or other beverage shall be served in glass containers.
28. There will be no serving of alcohol to obviously intoxicated people.
29. The applicant shall be responsible to be alert to and report any instances of underage drinking to the Jackson Police Department.
30. In addition to providing a list of all participating vendors, artists, and merchants, along with their social security numbers and addresses, to the Wyoming Department of Revenue, pursuant to Jackson Municipal Code Section 5.20.020 A.1.b., the applicant shall also provide that same list to the Town of Jackson Finance Department
31. Per Section 5.20 of the Municipal Code: The applicant shall be responsible for ensuring that all sales tax receipts are remitted to the Wyoming Department of Revenue and in no event later than the thirtieth day of the month following the exposition. [and] e. Acquire and keep on file names, addresses and phone numbers of all participants.
32. All tents having an area in excess of 200 square feet shall require advance permitting through the Fire Department unless open on all sides (IFC 105.6.43).
33. Tents which can hold over 50 or more occupants must provide the Fire Department with a detailed site and floor plan detailing means of egress, seating capacity, location and type of heating and electrical equipment (IFC 3103.6).
34. Tents, canopies or membrane structures shall not be located within 20 feet of lot lines, buildings, other tents, canopies or membrane structures, parked vehicles or internal combustion engines (IFC 3103.8.2).

35. Any tents larger than 400 square feet will require approval through the Fire Department. A Temporary Tent Permit Form will need to be completed and approved prior to the start of the event. This Temporary Tent Permit can be found on the Jackson Hole Fire / EMS website.
36. Tents must meet the flame propagation performance criteria of NFPA 701 (IFC 3104.2).
37. Combustible materials shall not be located within any tent, canopy or membrane structure in use for public assembly (IFC 3104.5).
38. Smoking shall not be permitted in tents, canopies or membrane structures. Approved "No Smoking" signs shall be conspicuously posted (IFC 3104.6).
39. All open flame devices are strictly prohibited within tents unless approved by the fire code official (IFC 3104.7)
40. Portable 2A:10B-C fire extinguishers shall be provided, one minimum, for tents requiring permits with a 75 foot travel distance (IFC 3104.12).
41. Any cooking performed within tents shall require advance approval by the Fire Department (IFC 3104.15.3 – 3104.15.7).
42. Generators and other internal combustion power sources shall be separated from tents, canopies or membrane structures by a minimum of 20 feet and shall be isolated from contact with the public by fencing, enclosure or other approved means (IFC 3104.19).
43. All electrical/temporary power shall be in accordance with the 2011 National Electric Code and subject to inspection from this Department (IFC 605.9).
44. Construction areas (ie. the Pavilion/Temp Fire Station (northeastern side of Fairgrounds) and Parks & Rec Shop (south/southeast side of Fairgrounds)) will remain accessible to builders, equipment and their respective owner groups.
45. Access to Heritage Arena & Exhibit Hall will remain open and available to pre-scheduled users.
46. A parking plan and enforcement of the plan will be required within the Rodeo Grounds parking areas.
47. Public Safety Plan: Where the fire code official determines that an indoor or outdoor gathering of persons has an adverse impact on public safety through diminished access to buildings, structures, fire hydrants and fire apparatus access roads or where such gatherings adversely affect public safety services of any kind, the fire code official shall have the authority to order the development of, or prescribe a plan for, the provision of an approved level of public safety (IFC403.2).
48. Review and follow all of the guidelines listed on the Jackson Hole Fire/EMS website regarding Special Event Rules, based on the 2012 International Fire Code. These rules can be obtained from the Town of Jackson website.
49. The applicant will abide by any additional conditions and restrictions as deemed by the Town Council.

SUGGESTED MOTION:

If the Town Council wishes to move forward with approving this event utilizing the proposed Course A outlined in this staff report then the following motion could be utilized:

I move to approve the special event application made by Skijor USA, to host the Jackson Hole Skijoring special event on Saturday, January 12 and Sunday, January 13, 2019 utilizing the proposed race course outlined in the staff report, subject to the conditions and restrictions listed in the staff report. In the event that Public Works deems the use of the Fair Grounds parking lot necessary for snow storage, the applicant will utilize an approved alternative race course site.

If the Town Council is not comfortable with Course A this item should be removed from the Consent Calendar for further discussion of other options.

Special Event Application

Submit Completed Document To:

Town Hall
Town of Jackson - Special Events
150 East Pearl Street
P.O. Box 1687
Jackson, Wyoming 83001

cpelletier@townofjackson.com
(307) 733-3932 ext. 1112 (phone)
(307) 739-0919 (fax)

A completed application must be submitted at least 21 days prior to your event.

Non-Profit Fee:	$25
For-Profit Fee:	$150

APPLICANT INFORMATION

Name of Event: Jackson Hole Skijoring

Name of Organization: Skijor USA, Inc.

Type of Organization: ☐ Non-Profit ☐ Public Agency ☐ For-Profit Business

Mailing Address: 50 Vanderbilt Avenue #49

City: New York State: NY Zip Code: 10017

Name of Person Completing Application: Loren Zhimanskova

Email Address: loren@skijorusa.com

Work Phone: 646.209.0229 Cell Phone: 646.209.0229

EVENT INFORMATION

Type of Event: ☐ Run / Walk ☐ Concert ☐ Filming ☐ Assembly ☐ Parade ☐ Festival ☐ Biking ☐ Education ☐ Other: Equine Skijoring

Description & Purpose of Event *(Attach additional sheets if necessary)*:

A community-based, family focused event in which horses and riders pull skiers on an

Location of Event: Teton County Fairgrounds Parking Alternative Location: Snake River Ranch

Date(s) of Event: January 12 & 13, 2019 Event Operating Hours: 8 AM to 5PM

Event Set Up Begins Date: January 10, 2019 Time: 8 AM

Event Clean Up Ends Date: January 14, 2019 Time: 6 PM

Special Event Application

EVENT INFORMATION (Continued)

Estimated Event Attendance (Spectators and Participants) Per Day: 2500 Total Event: 5000

Special Considerations (check all that apply):

- ☑ Alcoholic Beverages
- ☑ Cooking/Grilling
- ☑ Electricity Requested
- ☑ Food Sales
- ☑ Merchandise Sales
- ☑ Recurring Event
- ☑ Ticketed Admission
- ☑ Sound Amplification
- ☑ Pets or Animals
- ☑ Tents
- ☐ Street Closure
- ☐ Sidewalk Closure
- ☑ Overnight Parking
- ☐ Overnight RV Camping
- ☐ Use of Town Square

Event Co-Sponsor (s): _____

All for-profit organizations must submit a letter of event sponsorship from a non-profit organization if sales are requested on public property.

Will you be charging admission or a fee for your event? ☐ Yes ☐ No

Alternative Contact Information During the Event (someone besides applicant who will be on site and available for Town personnel or Police to contact during the event):

Name: Brian Giordano Cell Phone: 406.202.5696

EVENT SITE PLAN

On a separate sheet of paper, provide a Site Plan sketch of the event. Include maps or a diagram of the entire event including the names of streets or areas that are part of the venue and the surrounding area. The plan should include the following (if applicable):

- ☐ Tents (X)
- ☐ Beverage Vendors (BV)
- ☐ Portable Toilets (T)
- ☐ Stages or Amplified Sound (SO)
- ☐ Garbage Receptacles (G)
- ☐ Retail Merchants (RM)
- ☐ Fire Lane (FL)
- ☐ First Aid / EMS (FA)
- ☐ Electricity / Generator (EL)
- ☐ Food Vendors (FV)
- ☐ Alcohol Vendors (A)
- ☐ Hand Washing Sink (HWS)
- ☐ Bleachers (BL)
- ☐ Recycling Receptacles (RR)
- ☐ Security (P)
- ☐ Fire Extinguishers (EX)
- ☐ Barricades (B)
- ☐ Trailers, Vehicles, Storage (TR)

Fire hydrants or sidewalk curb breaks that are used for ADA accessibility may not be blocked at any time.

Special Event Application

STREET / SIDEWALK / PUBLIC PARKING LOT - CLOSURE REQUESTS

Will the event close any street, sidewalk, alley or public parking lot? ☐ Yes ☐ No

Area of Closure Request	Date(s)	Start Time	End Time
Parking Area adjacent to Teton County Fairgrounds	1/12-1/13	8 AM	5 PM (Event)
which is used as a snow dump (and other purposes	1/10-1/14	8 AM	5 PM (Track
in winter months) as well as open areas west of snow			
dump and arena for trailer parking and run out.			
South side of W. Karns, gravel parking area only.			

The applicant will be responsible for production, posting and removal of "No Parking" and "Handicap Parking" signs along Town streets where public parking spaces exist within the event site. If the event involves a closure this will be need to be coordinated with the Jackson Police Department at least 2 weeks prior to the requested closure date. Jackson Police Department: (307) 733-1430. All parking signs, road signs, cones and barricades must be taken down immediately following the event's ending time.

Will the event restrict / close access to any public parking spaces? ● Yes ☐ No

If "Yes", how many parking spaces will be unavailable due to the event: TBD parking spaces

Will the event closure requests impact any START Bus routes? ☐ Yes ● No

If "Yes", which routes will be impacted? Has START Bus been contacted about this impact?

Route Description: _____ START Bus contacted? ☐ Yes ☐ No

RESIDENT AND/OR BUSINESS NOTIFICATION

Events that require road closures, parking space closures, or sidewalk closures or may cause disruption for the Town of Jackson residents, businesses, churches, etc. may be required to mail or hand deliver notification to the affected parties within a two block radius at least one week prior to the event's Town Council consideration meeting. Notices must reflect the date(s), day(s), time(s) and location(s) of the event, types of activities taking place at the event, the event coordinator's contact information and the date and time of the Town Council meeting.

Have you provided a sample of the notice and a proposed list of recipients?

☐ Yes ● No

Special Event Application

TOWN EQUIPMENT REQUESTS

Indicate the type and the quantity of items that you are requesting:

TBD	Large Street Barricades		"Road Closed" Street Signs
TBD	Small Sidewalk Barricades	TBD	"Local Traffic Only" Street Signs
TBD	28 Inch Street Cones	TBD	"Detour" Street Signs
	Candlestick Cones	TBD	32-Gallon Recycling Bins

- The equipment above can be arranged through the Public Works Department (307) 733-3079. A $500 deposit will be required at the time of pick-up for equipment. The applicant is responsible for arranging the pick up of equipment from the Public Works Department as well as returning equipment immediately following the event. The Town of Jackson will only deliver equipment to parades and Town sponsored events.

- The Town of Jackson has a very limited number of recycling bins that can be utilized as part of your event's recycle plan. The applicant will be responsible for emptying the recycle containers and cleaning the bins before they are returned to the Public Works Department.

- If you are uncertain of the exact number of equipment needed please feel free to contact either the special event coordinator or the Public Works Department for additional information.

- Additional equipment such as bleachers, electrical spiderboxes, etc., can be requested through the Parks and Recreation Department (307) 732-5753.

TOWN SERVICES REQUESTS

Indicate the Town services that you are requesting. *Please note: you will need to coordinate services with individual departments and a fee may be associated with your request.*

POLICE DEPARTMENT (307) 733-1430

☐ Event Security	☐ Mounted Horse Patrol	☐ Traffic Control
☐ Race Lead Vehicle	☐ Parade Lead Vehicle	☐ General Presence
☐ Towing / Ticketing	☐ Assistance with Parking Closures	☐ Assistance with Street Closures

Please describe in detail your request: _____

If signage, barriers and ample volunteers are used, we feel we will need only general police

The Chief of Police determines if police services will be needed at the special event for public safety concerns. The Chief of Police will also determine the number of police officers to staff the event. Fees may be associated with the need for additional police services at the event.

Special Event Application

TOWN SERVICES REQUESTS (Continued)

PUBLIC WORKS DEPARTMENT (307) 733-3079

☐ Street Sweeping ☑ Snow Removal ☐ Street Marking

Please describe in detail your request

PARKS AND RECREATION DEPARTMENT (307) 732-5753

☐ Irrigation Locates - Any event placing stakes in turf must obtain irrigation locates.

☑ Electricity Access

☐ Turf / Tree Care - Any additional mowing, raking, trimming or spraying needs.

☐ Additional Public Restroom Cleaning

Please describe in detail your request: Our event requires electricity for things such as an timing equipment and display, music, etc. A generator or two can be used if necessary.

**Please note: if you are requesting the use of a public park or public ball field you must confirm and reserve your space through the Parks and Recreation Department. The only exception is George Washington Memorial Park (Town Square), which does not require a reservation form.*

Is the requested event site a public park or ball field? ☐ Yes ☐ No

If "Yes", has the site been reserved with Parks and Recreation? ☐ Yes ☐ No

FIRE / EMS DEPARTMENT (307) 733-4732

☐ Foot Patrol ☐ Ambulance ☐ Fire Engine

☐ Rescue Truck ☐ Bicycle Patrol ☐ Event Site Inspection

Please describe in detail your request: We request that an ambulance be present with EMT's.

Special Event Application

TOWN SERVICES REQUESTS (Continued)

START BUS **(307) 732-8651**

☐ Event Specific Shuttle(s)

Please describe in detail your request:_____

_____

VOICE / MUSIC AMPLIFICATION REQUESTS

Will your event have any amplified sound? ☒ Yes ☐ No

If "Yes", please indicate times: Start Time: 9 A Finish Time: 5 PM

Will your event feature any musical entertainment? ☒ Yes ☐ No

If "Yes", please attach the schedule of any music or entertainment proposed to occur during event.

SIGN or BANNER REQUESTS

Are you requesting to hang signs or banners? ☒ Yes ☐ No

If "Yes", have you completed a sign permit application? ☐ Yes ☒ No

A Sign Permit Application will need to be submitted along with this application if signs are requested. This permit can be accessed on the Town of Jackson website or through the Planning Department.

INSURANCE REQUIREMENTS

An insurance certificate is required prior to the start of your event. This certificat must name the "Town of Jackson as an additional insured including its Officers, Officials, Employees, and Volunteers" and must also state that coverage is primary and non-contributory is required for every event. Insurance limits must be at least $1,000,000/occurrence and $1,000,000 aggregate. **The additional insured language on the certificate may not include any limitations or exclusions.** Insurance certificates are subject to the review and approval of the Town Attorney. Please be sure to include alcohol liability if there will be alcohol at the event. You must supply insurance before your event.

A certificate of insurance is attached: ☐ Yes ☒ No

Special Event Application

PORTABLE RESTROOMS AND SINKS

The Town of Jackson requires the applicant to provide additional chemical toilets or portable toilets for all events with an anticipated peak time attendance exceeding 75 people.

You are required to provide portable restroom facilities at your event unless you can substantiate the sufficient availability of both ADA accessible and non-accessible facilities in the immediate area of the event site which will be available to the public during your event. The Town of Jackson may determine the total number of required restroom facilities required on a case-by-case basis based on the presence of food and drink at the event and the maximum number of attendees at your event during peak time. The Town of Jackson may determine that you need to coordinate with Parks and Recreation for additional public restroom cleanings if you intend on using a public restroom as part of your restroom facility plan.

Do you plan to provide portable restroom facilities? ☒ Yes ☐ No

If "Yes", please indicate the total number of portable toilets and number of ADA accessible toilets.

Total Number of Portable Toilets: 8 Number of ADA Accessible Portable Toilets: 2

If "No", please explain: _____

Portable restrooms may not be located within 50 feet of any food vendor.

Restroom Company: TBD

Restroom Drop off / Pick Up Date for Drop Off: TBD Time for Drop Off: TBD

Date for Pick Up: TBD Time for Pick Up: TBD

ALCOHOL

Will there be alcoholic beverages at the event? ☒ Yes ☐ No

Will you be offering any alcoholic beverages besides beer? ☒ Yes ☐ No

If "Yes", what will be offered in addition to beer? TBD & negotiable (dependent on

If you are planning on serving alcoholic beverages at your event, then either a completed Malt Beverage Permit (beer only) or Catering Permit (beer, wine and/or spirits) must be submitted. You can access these applications on the Town of Jackson website.

Special Event Application

VENDORS / MERCHANTS / SALES

Will anything be sold at your event? ☐ Yes ☐ No

If you are planning on selling items at your event then you will need to complete either an Exposition Business License (for 2 or more vendors) or a Transient Merchant License (for 1 vendor). A complete list of vendors, including a vendor tax ID, must be submitted to the Town of Jackson and to the State of Wyoming's Department of Revenue prior to the event. Both the Exposition License and the Transient Merchant License are on the Town of Jackson's website.

Please describe any sales activity at your event:

Sales will be limited to food and beverage and general promotional merchandise.

Will any food or beverages be sold at your event? ☐ Yes ☐ No

If "Yes", you will need to contact the Teton County's Department of Environmental Health prior to the event (307) 732-8490.

TRASH REMOVAL PLAN

All events are required to have a plan for the collection removal of trash during and after the event. The trash receptacles located in the Town parks, parking lots, ball fields, sidewalks and public restrooms should not be included in the waste removal plan. ***For assistance with formulating a Trash Removal Plan please contact Integrated Solid Waste and Recycling at (307) 732-5771.***

Will you be using a waste company for your waste removal plan? ☐ Yes ☐ No

If "Yes", which company will you be using? TBD

How many trash receptacles will be supplied for your event? 15-20 dependent on # of vendors

When will the trash receptacles be delivered? within 24 hours of the event commencing

When will the trash receptacles be picked up and removed from site? within 24 hours after

Describe your plan for the collection and removal of trash during your special event:

We are happy to work with the Town of Jackson and any entities within the town to ensure that the site will be managed properly, recyclable materials will be handled properly and that the minimum amount of impact will be experienced by the town, the fairgrounds and the surrounding community. Our volunteers/event staff will be on site to help.

Applicants are responsible for cleaning and restoring the site immediately following the event. Please pick up all trash associated with your event including, but not limited to paper, bottles, cans, signs, course markings, etc. The cost of any employee overtime incurred because of an applicant's failure to clean / restore the site following the event will be borne by the applicant and will be considered in future application requests. If you believe that no litter will be generated during your event please state this in your plan.

Special Event Application

SUSTAINABLE EVENT PLANNING

The Town of Jackson encourages all special events to strive to be sustainable in our community and for our environment. We have partnered with the ***Teton County Integrated Solid Waste and Recycling (ISWR)*** *to offer opportunities to help your special event to be as "green" as possible. Opportunities available:*

- ☐ Rental / Use of Recycling Bins for Special Events
- ☐ Use of JH20 Water Bottle Refilling Station for Special Events
- ☐ Consultation on Conducting Green Special Events

Please contact the Waste Diversion and Outreach Coordinator at ISWR at 307-732-5771.

RECYCLING PLAN

All events are required to have a plan for the collection and removal of recyclable materials during and after the event. The recycling receptacles located in the Town parks, parking lots, ball fields, sidewalks and public restrooms should not be included in the recycling collection and removal plan. ***For assistance with formulating a Recycling Plan please contact Teton County Integrated Solid Waste and Recycling (ISWR) at (307) 732-5771.***

Will you be using a company for your recycling plan? ● Yes ☐ No

If "Yes" which company will you be using? TBD

How many recycling receptacles will they (or you) supply for your event? TBD

When will these recycling receptacles be delivered? Within 24 hours of the event beginning

When will recycling receptacles be picked up and removed from site? Within 24 hours of the event

Describe your plan for collection and removal of recyclable materials during your special event:
We are happy to work with the Town of Jackson and any entities within the town to ensure that the site will be managed properly, recyclable materials will be handled properly and that the minimum amount of impact will be experienced by the town, the fairgrounds and the surrounding community. Our volunteers/event staff will be on site to help.

Applicants are responsible for cleaning and restoring the site immediately following the event. If you believe that no recyclable materials will be generated during your event please state this in your plan. For a list of recyclables and how they need to be sorted, or for information about where the recycling bins are located call ISWR (307) 732-5771.

Special Event Application

SIGNIFICANT EVENT CHANGES

Has this event been approved in the Town of Jackson in previous years?

☒ Yes ☐ No

If "YES" please indicate any significant changes to the event request since its last approval:

In past years, this event has been held on a private ranch, either Melody Ranch or Snake River Ranch. The Jackson Hole Shrine Club has been the primary event organizer. The Jackson Hole Shrine Club has agreed to allow Skijor USA, Inc. to move forward with the organization of the event going forward. Skijor USA, Inc. will continue to work closely with The Jackson Hole Shrine Club and its representatives since this event will continue to benefit their children's hospitals. For over 5 years, we have cultivated and enjoyed a relationship of professionalism and trust with both the former President of the JH Shrine Club, Tom Needham, as well as the current President, McNeil Watson. Skijor USA, Inc. also has a working relationship with Maureen "Mo" Murphy and Jill Hiatt at the Jackson Hole Chamber of
Commerce and are acquainted with Rachel Dahl of Teton County Fairgrounds. Our course designer has significant experience building safe tracks. HIs name is Aaron Cisco, lives in Driggs, Idaho and works in Jackson, Wyoming. Loren Zhimanskova and Brian Giordano, the event organizers for Jackson Hole Skijoring, have significant experience organizing events in multiple states. Loren Zhimanskova is the Chair of Skijor USA, Inc. Brian Giordano is the owner of Swoop Pro Events and Skijor West, the entity organizing our National Championship Finals.

STANDARD CONDITIONS OF APPROVAL

Please review the following standard list of conditions and restricts for events. Initial the bottom of each page indicating that you have read, understand and agree to these conditions and restrictions.

GENERAL

The event shall be conducted in a timely, safe and professional manner.

All town ordinances, including, but not limited to noise, possession and use of weapons, open fires and animals (including the prohibition of dogs in any town park) shall apply to all events except where specifically granted relief by the Town Council.

The applicant shall advise and instruct all participants, volunteers, vendors, merchants and spectators on event conditions, restrictions, prohibitions and responsibilities as indicated by the Town Council in the staff report.

Initials: LSZ

Special Event Application

STANDARD CONDITONS FOR ALL EVENTS (continued)

TRASH / CLEAN UP

The applicant shall clean up immediately following each event and shall be responsible for the collection and removal of all refuse generated by the event.

If trash will be generated from the event, then the applicant must supply extra trash and containers and dispose of all trash generated by the event. Trash containers shall not be permitted to overflow.

If recyclable materials are generated from the event, then the applicant is required to provide recycling containers and provide for the removal of all recycled material. Recycling containers shall not be permitted to overflow.

STREETS

Fire department access roads shall have and maintain a clear and unobstructed width of 20 feet and unobstructed vertical clearance of not less than 13 feet 6 inches to allow for emergency vehicle traffic along ALL areas of open and closed streets (IFC 503.2.1). Booths and tents may be erected on either side of street, however, a 20 foot straight path must be provided.

SIDEWALKS

The applicant shall not block walkways or otherwise obstruct pedestrian traffic.

All walkways, boardwalks, entrances and ADA ramps must be kept open and unobstructed at all times

All power and sound cords that cross walkways shall be taped and secured to avoid a tripping hazard.

POWER / ELECTRICAL

Electrical power is available from Town Square. The applicant shall coordinate all power needs with the Parks & Recreation Department's Park Manager (307-733-5057) at least three (3) business days prior to the event.

All power and sound cords that cross walkways shall be taped and secured to avoid a tripping hazard.

All electrical/temporary power shall be in accordance with the 2011 National Electric Code and subject to inspection from this Department (IFC 605.9).

ADDITIONAL PERMIT & LICENSE FEES

The applicant shall apply and pay for all licenses and/or permits prior to the events.

Initials: LSZ

Special Event Application

STANDARD CONDITONS FOR ALL EVENTS (continued)

TOWN EQUIPMENT

The use of the Parks & Recreation Department bleachers shall be coordinated through that department (307) 732-5753.

Barricade, road sign, cone and recycle bin use shall be coordinated through the Public Works Department. The applicants shall be responsible for pick up, setup, placement and disassembly and return. All equipment use require a $500 damage deposit that must be submitted at the time of pick up at the Public Works Department to protect against any loss or damage.

All barricades, cones, bins and road signs must be removed immediately following the event. These items must be returned the same location as they were picked up.

PORTABLE RESTROOMS

If applicable, the applicant shall provide an adequate number of port-a-potties at the event site and shall arrange for their removal immediately at the conclusion of the event.

The applicant shall ensure all port-a-potties are placed on paved areas.

INSURANCE

The applicant and all participating organizations are required to maintain liability insurance in the amount of $1,000,000.00. Prior to the event, each organization shall provide a certificate of insurance naming the Town of Jackson as an additional insured including its Officers, Officials, Employees, and Volunteers and must also state that coverage is primary and non-contributory. The Town Attorney shall approve all certificates of insurance.

FOOD / VENDING

The applicant shall obtain the necessary food service permits from Teton County Environmental Health.

The applicant shall provide additional trash receptacles in the food service areas.

Per Section 5.20 of the Municipal Code: The applicant shall be responsible for ensuring that all sales tax receipts are remitted to the Wyoming Department of Revenue and in no event later than the thirtieth day of the month following the exposition [and] acquire and keep on file names, addresses and phone numbers of all participants.

In addition to providing a list of all participating vendors, artists, and merchants, along with their social security numbers and addresses, to the Wyoming Department of Revenue, pursuant to Jackson Municipal Code Section 5.20.020 A.1.b., the applicant shall also provide that same list to the Town of Jackson Finance Department.

Vendors shall not dump hot water or other liquids on the turf. Initials: LSZ

Special Event Application

STANDARD CONDITONS FOR ALL EVENTS (continued)

ALCOHOL

The applicant shall take all measures necessary to comply with applicable alcohol dispensing laws and regulations, including the prevention of sales to and consumption by minors and the prohibition of consumption off the authorized premises. All ID's must be checked and ID bracelet system may be required.

Only 16oz or small plastic cups are used for beer and alcohol sales.

No alcohol shall be served in bottles or glass containers.

The applicant shall be responsible to be alert to and report any instances of underage drinking to the Jackson Police Department.

It is recommended that servers be TIPS trained prior to serving alcohol. No "over serving" shall be allowed to occur or serving to obviously intoxicated persons.

Participants shall not be permitted to leave the event with open containers.

No more than two beers shall be sold to any person at any one time.

TOWN PARKS

The applicant shall coordinate the use of any public park (including the Town Square), including reservations, paperwork and applicable fees, with the Parks and Recreation Department.

The applicant shall coordinate park reservation and the payment of Parks & Recreation fees at least 30 days prior to the event.

The applicant is required to provide turf protection in front of and behind any table or other exhibit where crowds will stand. The applicant shall abide by all Parks & Recreation Department recommendations with regards to turf protection.

Vehicles are prohibited on all turf areas of any park or anywhere within the Town Square.

No trees or other forestry may be moved, modified, damaged or destroyed to set up booths, tents, or exhibits. No ropes, exhibits, signs, banners or booths may be secured to any live forestry.

Use of Town Square shall be subject to the submission to and approval of staff of a detailed site plan, indicating set-up, safety procedures and turf protection, and the imposition of such other conditions or restrictions deemed necessary.

Irrigation locates are required if stakes are placed in the ground. Applicant may forfeit damage deposit if an irrigation locate is not conducted and irrigation equipment is damaged.

Per Municipal Code, dogs are not allowed in Town Parks. Initials: LSZ

Special Event Application

STANDARD CONDITONS FOR ALL EVENTS (continued)

TENTS

Irrigation locates are required before any tents may be erected or stakes or any other items are placed in any public park, including the Town Square. The applicant shall coordinate all water locates with the Parks & Recreation Department's Park Manager (307-732-5793) at least three (3) business days prior to the event.

All tents having an area in excess of 200 square feet shall require advance permitting through the Fire Department unless open on all sides (IFC 105.6.43).

Tents which can hold over 50 or more occupants must provide the Fire Department with a detailed site and floor plan detailing means of egress, seating capacity, location and type of heating and electrical equipment (IFC 3103.6).

Tents, canopies or membrane structures shall not be located within 20 feet of lot lines, buildings, other tents, canopies or membrane structures, parked vehicles or internal combustion engines (IFC 3103.8.2).

Tents must meet the flame propagation performance criteria of NFPA 701 (IFC 3104.2).

Combustible materials shall not be located within any tent, canopy or membrane structure in use for public assembly (IFC 3104.5).

Smoking shall not be permitted in tents, canopies or membrane structures. Approved "No Smoking" signs shall be conspicuously posted (IFC 3104.6).

All open flame devices are strictly prohibited within tents unless approved by the fire code official (IFC 3104.7)

Portable 2A:10B-C fire extinguishers shall be provided, one minimum, for tents requiring permits with a 75 foot travel distance (IFC 3104.12).

Any cooking performed within tents shall require advance approval by the Fire Department (IFC 3104.15.3 – 3104.15.7).

Generators and other internal combustion power sources shall be separated from tents, canopies or membrane structures by a minimum of 20 feet and shall be isolated from contact with the public by fencing, enclosure or other approved means (IFC 3104.19).

FAIR GROUNDS / RODEO GROUNDS

All use of the Rodeo Grounds shall be coordinated through and subject to the approval of the Fair Manager under the authority of the Parks and Recreation Department.

Anyone camping at the Rodeo Grounds shall indicate that they are affiliated with the group by placing a card in the windshield of their vehicle. Campers are reminded that fires are not permitted.

Initials: LSZ

Special Event Application

STANDARD CONDITONS FOR ALL EVENTS (continued)

ROAD CLOSURES / PUBLIC PARKING CLOSURES

The applicant shall notify all business, residences, churches, etc. affected by the street closures and public parking closures prior to the public hearing.

The applicant shall notify, in advance, all business, residences, churches, etc. affected by the street closures and public parking closures and shall provide advance community radio and/or newspaper announcements regarding the event and the closures.

The applicant shall coordinate all road closures with the Police Department and shall provide an adequate number of volunteers to assist with traffic control and barricade setup/removal during each event.

The applicant shall coordinate all road closures with START, Fire/EMS, Public Works and the Police Department. Volunteer placement and assignments shall be reviewed and approved in advance with the Police Department.

The applicant shall be responsible for producing, posting and removing the temporary No Parking signs. No Parking signs must be posted two days prior to the parking closures. The applicant should meet with the Police Department two weeks prior to the event to discuss the procument, posting and removal of the signs.

Emergency vehicle access lanes shall be maintained during the event.

FIREWORKS

All fireworks displays must be approved by the Fire Chief prior to the event.

The Fire Department will monitor the firing area potential for wildfire. The Department will make recommendations directly to the applicant for mitigation and will give final approval the day of the event.

The application shall be subject to the review and approval of the Fire Department and any additional conditions or restrictions placed by such Department.

Please note, that the conditions and restrictions listed above are standard for special events held in Town, additional conditions or restrictions may be required by the Town Council and/or staff upon further review of the application.

I have read and understand the standard conditions for events. I have answered all of the questions in this application truthfully and to the best of my knowledge.

APPLICANT: eSigned via SeamlessDocs.com Loren Zhimanskova Key: d006bb9c9987956c6be92b86b94d9294 _____
Signature

APPLICANT: Loren Zhimanskova
Printed Name

DATE: 12/11/2018

TITLE: President/Chair

TOWN COUNCIL
WORKSHOP AGENDA DOCUMENTATION

PREPARATION DATE: December 13, 2018
MEETING DATE: December 17, 2018

SUBMITTING DEPARTMENT: Personnel
DEPARTMENT DIRECTOR: Roxanne Robinson
PRESENTER: Roxanne Robinson

SUBJECT: Temporary Staffing Issues

PURPOSE OF WORKSHOP ITEM

The purpose of this item is to gain approval from the Town Council to temporarily over-hire one sworn Police Officer position in the Police Department and to add an additional Supervisor position in Transit.

DESIRED OUTCOME

The desired outcome is for the Council to approve a temporary over-hire of one sworn Police Officer position in the Police Department and to approve of the addition of a Supervisor position in Transit.

BACKGROUND/ALTERNATIVES

For several years, the Jackson Police Department has remained under staffed in sworn officers either due to vacancies or due to newly hired officers working their way through training. Officers are required to go through the Wyoming Police Academy and the required field training that is necessary to ensure they learn the Town of Jackson policies and procedures as well as acceptable behaviors and levels and techniques of enforcement unique to our community. The department currently has the authorized complement of sworn officers in the budget, but several officers in the department still remain in training, and the majority of the officers in the department are relatively new to our police force and still require coaching and mentoring by senior members of staff. We have an opportunity to hire a veteran officer back into the department that had left for the private sector in the spring of this year. This officer brings needed skills back to the department including experience as an officer in the Jackson Police Department, and Spanish fluency. This officer also retains his Police Officer Standards and Training (POST) certification through the Wyoming Police Academy.

The amount of staff time and resources necessary to recruit and onboard a new sworn officer is significant and extensive. The application process involves time spent by the Lieutenant and the Personnel team in advertising, processing, reviewing, and inviting applicants to test. The testing process involves a written test supervised and scored by senior members in the Police Department, a physical agility test meeting the Wyoming POST requirements administered by members of the Police Department, and an oral board interview that involves current senior members in the department as well as the Assistant Town Manager. The paperwork involved with each of these steps is also processed by the Personnel team as well as the creation of a conditional offer of employment and provision of background paperwork. Once a conditional offer is made, significant time is spent by the investigations team in the Police Department for a thorough and exhaustive background check, a psychological evaluation is conducted by a licensed psychologist, a polygraph is conducted by a member of our department who is certified in this area, and a drug test and medical exam is arranged for and conducted. Each of these steps involves significant staff time and attention and so the investment made in each officer even before they are issued a final offer of employment is of significant impact to the Town of Jackson.

Being able to hire someone that has already gone through all of our requirements is an opportunity we should not pass up. And in the future, should we request again, being able to over-hire during a slower period of work for the Department is also of significant benefit so that we are not trying to conduct these activities during our busy time of work or when we are not fully staffed. Even without a veteran officer waiting to be rehired, we may renew this request in the future just to keep the department staffed and ready.

Staff is requesting permission from the Town Council to rehire this officer and have him rejoin our team. This authorization would be temporary in that should there be a vacancy in the future in the Police Department, this over-hire would not be considered an authorized vacancy, this officer would fill that authorized vacancy slot and this over-hire would no longer exist. Should the Town wish to again receive approval for an over-hire in the department, we would bring that request before the Town Council for approval and reauthorization each time the need arose.

The Transit Department reorganized the leadership and management team during the past year to convert one of the Supervisor positions to that of Dispatcher. The Dispatcher is responsible for remaining in the office throughout the day to provide coordination and assistance to the Supervisors that may be out in the field addressing driver and ridership issues and supervising staff. When we made this change, we left 4 hours out of each day where we no longer have a Supervisor on duty. We now realize that we need this Supervisory position to be filled. The position will be supervising 4 hours out of each day and the remaining time will be spent training new drivers (of which we always have a large number at any given time), driving routes to fill in for drivers that may be sick or absent for another reason, filling in for the other three supervisors or dispatcher while they are on leave, shuttling vehicles to assist with smooth and efficient operations and transitions, coordinating vehicles for repairs, assisting with customer issues and inquiries and assisting with any other administrative or operating duties that may be needed. Besides the four hours each day spent directly supervising, this position will serve as a relief valve for the leadership team in START and during our busiest season, Winter, this is not only needed, but essential to the successful operation of the system.

As some of you may be aware, the START team has been struggling this year to find enough drivers to fill the schedule. We have had driver vacancies in each and every season include the Spring and Fall seasons, but especially in the Winter and Summer seasons. This is not true for our commuter routes - we have been able to recruit and retain all of our commuter route drivers because these positions are full time with full benefits and year round employment. We have employed many new strategies over the past two seasons to try and recruit and retain seasonal variable hour drivers. Early in 2019, we will be asking for Council support and approval to convert a significant complement of drivers from seasonal variable hour positions to full time, year round, fully benefitted positions. The reason for this is to add some stability to the core bus service offered year round in the community, to provide job security for many of our seasonal drivers working each and every season, and to alleviate some of the pressure during our busiest seasons in filling routes and meeting schedules. We currently have approximately 10 seasonal drivers who average at least 30 hours/week year round and we would need to convert enough positions to fully cover the schedule to allow these drivers, who will now be required to work 40 hours/week to be able to take some paid leave without losing family income, earn security through retirement benefits, and keep and maintain health insurance. We will continue to research the funding necessary and the schedule changes that may be necessary to accomplish this and we will bring this forward for Council (and Commission) consideration so that it can be funded with the FY20 budget if not sooner.

Staff is requesting permission to add an additional Supervisor in the Transit Department to assist with direct supervision, training needs, and driving.

The Town Council has many options available to them including:

1. Approve the request to overhire a sworn Police Officer position in the Police Department and add a full time Supervisor in the Transit Department.
2. Approve the request to hire one but not the other.
3. Discuss the request and continue the discussion and any action to a future Town Council meeting.

4. Take no action.
5. Other.

STAKEHOLDER ANALYSIS

The stakeholders involved with the Police Department temporary over-hire include the former employee in the Police Department seeking employment, the current members of the department that would benefit from having an additional veteran officer on duty, the members of the community that would benefit from his experience and Spanish fluency, administration in the department that would benefit from scheduling security and experienced officers in the field, and other members of the Town of Jackson involved with recruitment and retention processes. The stakeholders involved with the Supervisor position in Transit include current members of the department experiencing stress and a current overwhelming work situation, new members of the team unable to obtain training time to get their CDL and begin assisting with covering shifts, the employee selected that would receive a full time benefitted supervisory position, members of our community that benefit from predictable and reliable START service.

FISCAL IMPACT

The fiscal impact of adding the over-hire in the Police Department is a wage of $57,500 for the Police Officer position with an additional $37,000 for the cost of the benefit package for a total of $94,500. The fiscal impact of adding an additional Supervisor position in Transit is a wage of $42,000 with an additional $35,000 for the benefit package for a total of $77,000. For the six months remaining in FY19, these costs would be half of the annual cost.

STAFF IMPACT

The staff impact of adding these positions would be extremely positive as noted above.

LEGAL ISSUES

Not applicable.

ATTACHMENTS

None.

RECOMMENDATION

Staff recommends the Town Council approve the request to temporarily over-hire a sworn Police Officer position in the Police Department and add a full time Supervisor in the Transit Department.

SUGGESTED MOTION

Should the Council be ready to take action on this request one possible motion would be:

I move to approve the request to temporarily over-hire a sworn Police Officer position in the Police Department and add a full time Supervisor in the Transit Department.

Synopsis for PowerPoint (120 words max):

The purpose of this item is to gain approval from the Town Council to temporarily over-hire one sworn Police Officer position in the Police Department and to add an additional Supervisor position in Transit.

TOWN OF JACKSON
TOWN COUNCIL
AGENDA DOCUMENTATION

PREPARATION DATE: December 13, 2018
MEETING DATE: December 17, 2018

SUBMITTING DEPARTMENT: Public Works
DEPARTMENT DIRECTOR: Floren Poliseo
PRESENTER: Brian Lenz, Town Engineer

SUBJECT: Request for Council approval on additional connection to the Wilson Sewer District's system

STATEMENT/PURPOSE

The purpose of this item is to obtain approval from the Council for the connection of a new parcel to the existing Wilson Sewer District sewer system.

BACKGROUND/ALTERNATIVES

As a condition of the formation of the Wilson Sewer District in 2003, the Town Council must approve the addition of any new sewer connections from lots that were not in the District at the time of formation. As such, the Wilson Sewer District is officially requesting to add an additional parcel to the district. The attached map indicates the location of the existing District and the location of the proposed addition.

It should be noted that the owner of each parcel must sign an "Agreement for Connection and Use of the Wilson Sewer District's Facilities". This agreement binds the property owners to comply with the service requirements set by the Town as were stated within the 2003 agreement with the District.

ATTACHMENTS

A map showing the location of the district and the location of the parcels to be connected.

FISCAL IMPACT

Minor additional wastewater billing to the Wilson Sewer District.

STAFF IMPACT

A few hours review time by Town PW staff for each new connection.

LEGAL REVIEW

N/A.

RECOMMENDATION

That the Town Council approve the additional connections to the Wilson Sewer District.

SUGGESTED MOTION

I move to approve the connection of Lot 1, Linn Subdivision, 2620 N. Lily Lake Drive to the Wilson Sewer District as presented.

WILSON SEWER DISTRICT

P.O. BOX 1587
AFTON, WY 83110

November 21, 2018

Town of Jackson
P.O. Box 1687
Jackson, WY 83001

RE: **Wilson Sewer District/Town of Jackson Agreement**

Dear Mayor and Town Council Members:

This letter is written on behalf of the owner of a property that does not currently lie within the boundaries of the Wilson Sewer District. The owner has petitioned the Wilson Sewer District Board of Directors for annexation and sewer service. The Wilson Sewer District has approved the annexation request and would like permission to execute the enclosed Connection and Use Agreement patterned after the agreement executed on June 19, 2003, between the Wilson Sewer District and the Town of Jackson. The aforementioned District/Town agreement requires Town approval for any service connection outside of the district boundaries. The Wilson Sewer District would like to allow properties outside of the District to connect to the sewer system, as it meets the District's primary objective of eliminating as many septic tank systems as possible which, in turn, protects the ground water.

The parcel is described as: Lot 1, Linn Subdivision, PIDN 22-41-17-13-2-02-002, Address 2620 N. Lily Lake Drive, and the owners are Sean and Monica Burke, of the Burke Family Trust.

Enclosed for your reference is a District Boundary Map indicating the location of the parcel and the current version of the Outside User Connection and Use Agreement (as mentioned above).

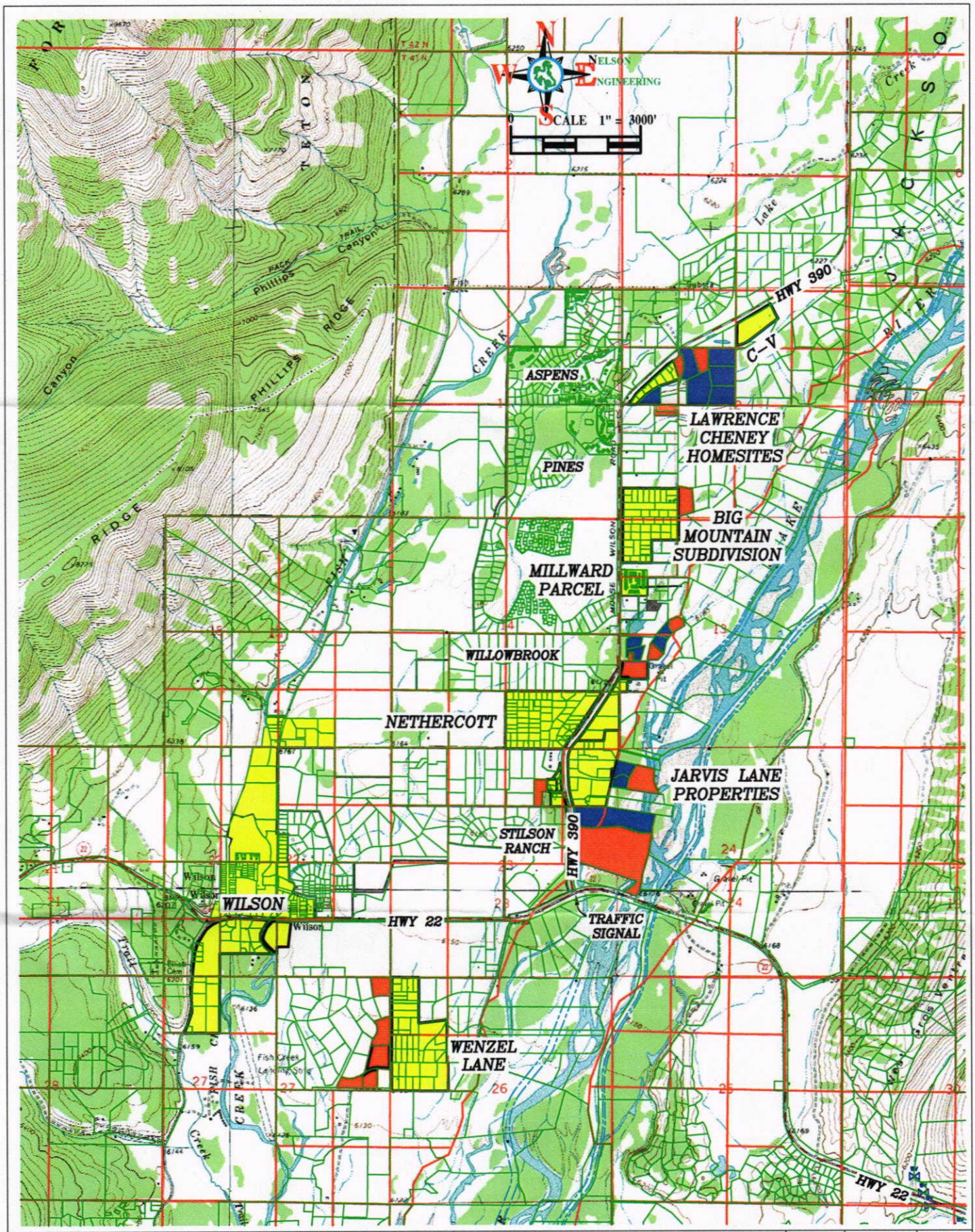
Amending the District boundaries is a time consuming and costly process requiring petitions, a vote of all registered voters in the District, and, of course, a revision to the District/Town Connection and Use Agreement. Therefore, we have, in the past, submitted a list of each property owner's connection request in writing to Town staff prior to issuing a connection license, on the condition that the District will amend the boundaries to include the property receiving service at such a time as the District determines that there are sufficient properties ready for annexation to justify the cost and expense of the annexation process. The last time we submitted such a request was in August of 2018 on behalf of one property owner.

The members of the Wilson Sewer District Board of Directors thank you in advance for your time and consideration.

Sincerely,

Suzanne Lagerman
Assistant District Engineer

cc: Brian Lenz, Town Engineer



DRAWING NO	TITLE				
EXHIBIT	WILSON SEWER DISTRICT				
JOB NO	CONTRACTING FOR SEWER SERVICE				
	PENDING SERVICE CONTRACTS				
	PARCELS FOR CONSIDERATION				

NELSON ENGINEERING
P.O. BOX 1599, JACKSON WYOMING (307) 733-2087

DATE	11/7/18	REV.
SURVEYED	–	
DRAWN	SLL	
CHECKED	SLL	
APPROVED	RRN	

AGREEMENT FOR CONNECTION TO AND USE OF WILSON SEWER DISTRICT FACILITIES

This Agreement is made and entered into effective the ___ day of _____, 20____, by and between the Wilson Sewer District, a Wyoming Sewer District organized pursuant to W.S. § 41-10-101 et seq., of P.O. Box 1587, Afton, Wyoming 83110 (the "District") and _____, whose mailing address is _____, ("Outside User").

1. RECITALS. The District is a Wyoming Sewer District which owns and operates wastewater collection and transmission facilities within the boundaries of the District, which collect and transmit wastewater to treatment facilities operated by the Town of Jackson. The Outside User owns property outside the boundaries of the District, which property is described in Exhibit A attached hereto and made a part hereof (the "Outside User's Property") and desires to connect to and utilize the collection and transmission facilities operated by the District. The parties have agreed to the terms and conditions for the connection and use of the District's facilities and execute this Agreement to set forth the terms and conditions of their agreement in writing.

2. PERMISSION TO CONNECT TO DISTRICT SYSTEM. The District agrees that the Outside User shall be permitted to connect wastewater disposal facilities on the Outside User's Property to the District's system, and the District agrees to receive wastewater generated on the Outside User's Property, and to transmit such wastewater to the Town of Jackson treatment system, subject to and on the terms and conditions set forth hereafter.

3. PAYMENT OF CONNECTION FEE AND CONSTRUCTION OF LINES AND FACILITIES CONNECTING TO THE DISTRICT'S SYSTEM. The Outside User agrees to pay a connection fee of _____ Dollars ($_____) for ___ Equivalent Residential Unit(s) (ERU) at the time of connection. Connection fee to be paid by current applicant ___ or paid in full by previous Outside User ___ (please check one). The Outside User agrees to construct and install, at the Outside User's sole expense, all lines and facilities necessary for connection to the District's system, in full compliance with all applicable District, Town of Jackson, Teton County and State of Wyoming rules and regulations. The District in its sole discretion may require that lines and facilities be of a size to accommodate additional users.

The Outside User shall obtain a building permit from Teton County, and shall provide a copy thereof to the District. The District shall be provided written documentation, certifying proper construction, promptly after the connection of the Outside User's property to the District's system.

4. PAYMENT OF USER FEES / RIGHT OF DISTRICT TO FILE AND FORECLOSE LIEN. The Outside User agrees to promptly pay user fees in accordance with the rules and regulations and fee schedules adopted by the District from time to time. The Outside User agrees to pay all costs incurred by the District in collecting user fees not paid within thirty (30) days of the date of billing, including reasonable attorney's fees, whether suit is brought or not. In addition, the District shall have the right to file and foreclose a lien against the Outside User's Property to collect delinquent user fees.

5. EASEMENTS REQUIRED FOR CONNECTION. The Outside User shall obtain all easements across third party property required for the connection of the Outside User's Property to the District's system. All easements required over third party property for sewer mains and manholes accepted by the District as provided in paragraph 8 shall be granted to the District and shall be in a form acceptable to the District.

6. MAINTENANCE AND REPAIR. The Outside User shall be responsible for the cost and expense of maintaining and repairing lines and facilities connecting the Outside User to the District's system, and all such maintenance and repair shall be in full compliance with applicable District rules and regulations.

7. COMPLIANCE WITH RULES AND REGULATIONS REGARDING WASTEWATER DISCHARGE. The Outside User shall comply with all applicable District, Town of Jackson, Teton County and State of Wyoming rules and regulations regarding wastewater discharged into the District's system.

8. MAINTENANCE OF MAIN LINES AND MANHOLES. The District may agree to assume ownership, operation and maintenance responsibilities for main lines and manholes that provide service to more than one property, if such facilities are constructed to District standards and all applicable easements have been granted to the District. The District

will only assume such responsibility by a separate written instrument executed by the District, and all Outside Users whose property utilizes the main lines and manholes.

9. AGREEMENT TO ANNEX PROPERTY INTO DISTRICT BOUNDARIES. The Outside User agrees to the annexation of the Outside User's Property into the boundaries of the Wilson Sewer District, at such time as the District determines that sufficient properties are ready for annexation to justify the cost and expense of the annexation process.

10. INDEMNIFICATION. The Outside User agrees to indemnify and hold harmless the District from and against any and all loss, cost, liability, expense and/or cause of action arising out of or resulting from the Outside User's failure to maintain or repair its lines and facilities connecting to the District's system, or to comply with all applicable rules and regulations regarding wastewaters discharged into the District's system. This indemnification includes reasonable attorney's fees.

11. VOLUNTARY TERMINATION / DISCONNECTION. At any time prior to annexation of the Outside User's Property into the District, the Outside User shall have the right to terminate this Agreement and disconnect from the District's system upon not less than forty-five (45) days prior written notice to the District and proof of authorized alternative wastewater treatment and disposal permits. The Outside User shall be responsible for all costs and expenses associated with disconnection from the District's system.

12. ENFORCEMENT. This Agreement may be enforced by either party by an action at law or in equity, specifically including extraordinary remedies of specific performance and injunctive relief. In the event either party shall be required to bring an action to enforce its rights pursuant to this agreement, the substantially prevailing party in such controversy shall be entitled to recover, in addition to any and all other relief, all costs, including a reasonable sum for attorney's fees, incurred.

13. ENTIRE AGREEMENT/AMENDMENT. This Agreement constitutes the entire agreement between the parties and it may not be amended except by agreement in writing signed by the parties hereto.

14. BINDING/SEVERABILITY. This Agreement shall be binding upon the parties hereto and their successors and assigns in interest of the facilities set forth herein. In the event any portion of this agreement shall be deemed unenforceable for any reason, such determination shall not affect the enforceability of any of the remainder of the provisions of this agreement, which shall remain in full force and effect.

15. RIGHTS AND OBLIGATIONS APPURTENANT TO OUTSIDE USER'S PROPERTY. The rights and obligations of the Outside User set forth herein shall be appurtenant to the Outside User's Property, and shall inure to the benefit of and shall be binding upon future owners of the Outside User's Property.

16. CONSTRUCTION. This Agreement shall be construed according to the laws of the State of Wyoming.

WITNESS my hand this _____ day of _____, 20___.

OUTSIDE USER:

_____

STATE OF_____)
)
COUNTY OF_____)

The foregoing instrument was acknowledged before me this _____day of _____ _____, 20___ by _____.

WITNESS my hand and official seal.

_____
Notary Public
My Commission Expires: _____

WITNESS my hand this _____ day of _____, 20___.

WILSON SEWER DISTRICT,
A Wyoming Sewer District:

_____
President

STATE OF_____)
)
COUNTY OF_____)

The foregoing instrument was acknowledged before me this _____day of _____ _____, 20___ by _____ as President of the Wilson Sewer District.

WITNESS my hand and official seal.

_____
Notary Public
My Commission Expires: _____

TOWN OF JACKSON
TOWN COUNCIL
AGENDA DOCUMENTATION

PREPARATION DATE: December 12th, 2018
MEETING DATE: December 17th, 2018

SUBMITTING DEPARTMENT: Public Works
DEPARTMENT DIRECTOR: Floren Poliseo
PRESENTER: Johnny Ziem, Assistant Public Works Director

SUBJECT: To Award Bid# 19-05 for the Purchase of a new an All-Electric Sedan Vehicle

STATEMENT/PURPOSE
The purpose of this item is to accept and award Bid# 19-05 for the purchase of a new All-Electric Sedan for the Sewer Division of Public Works.

BACKGROUND/ALTERNATIVES
The Public Works Department administers the bidding and purchasing of all new vehicles for the Town of Jackson. When tasked with the purchase of any new vehicle, Public Works will work directly with each submitting department to consider current and future vehicular needs, potential vehicle types, and how each vehicle will be used. This information is important because each department has been challenged to look for efficiency gains when making new vehicle purchases (when possible).

This vehicle will be purchased for and used by the Sewer Division of Public Works. This division is responsible for providing sewer services related to the Wastewater Treatment Plant and all in-town sewer assets.

Dept	#	Year	Type of Vehicle	Budgeted Cost	Total Miles	Avg Annual Miles	Combined MPG	% More Efficient (+/-)	Estimated Annual/Gal. Used	Estimated Annual/Gal. Avoided	Annual $ per/Gal. $2.57	Estimated Annual Savings	Pds./CO2 Saved
PW	1449	2008	Prius		60,000	6000	41.7		123		$315.08		
PW	**1449**	**2018**	**Electric Bolt**	**$29,977**		**6000**	**119**	**185%**	**0**	**123**	**$0.00**	**$315.08**	**1,807**

ALIGNMENT WITH SEWER DIVISION MISSION STATEMENT
"To protect Public Health and Safety, preserve the environment and enhance the quality of life. We will exceed the expectations of our customers while acting in a forward thinking, professional manner."

ATTACHMENTS
Bid# 19-05 results

FISCAL IMPACT
We received only one bid and it is listed as an attachment. For the FY19 Budget, we show a budget of $40,000 for the purchase of a new All-Electric Sedan vehicle.

Vendor	Vehicle Type	Unit Cost	Trade-in Value	Final Cost
Teton Motors, Jackson, Wyoming	Chevy Bolt Electric	$34,677.00	$4,700.00	**$29,977.00**

Additional costs will include equipment ($800.00) and Public Works mechanics labor ($260.00) to install equipment and prepare the vehicle for the Sewer Division. This will bring the total cost to $31,037.00 for which we have a FY19 budget of $40,000.

STAFF IMPACT
Public Works staff will be impacted in additional labor hours, which are estimated to be 1 day to get the vehicle ready for service for the Sewer Division.

LEGAL REVIEW
Town Attorney review is required before final transaction to purchase a new vehicle.

RECOMMENDATION
Staff recommends the Town Council accept and approve Bid# 19-05 for the purchase of a new All-Electric Sedan vehicle and award the bid to Teton Motors of Jackson, Wyoming, in the amount of $29,977.00.

SUGGESTED MOTION
I move to accept and approve Bid# 19-05 for the purchase of a new All-Electric Sedan vehicle and award the bid to Teton Motors of Jackson, Wyoming, in the amount of $29,977.00.

Synopsis for PowerPoint (120 words max):

Purpose: The purpose of this item is to accept and award Bid# 19-05 for the purchase of a new All-Electric Sedan for the Sewer Division of Public Works.

Background: This vehicle will be purchased for and used by the Sewer Division of Public Works. This division is responsible for providing sewer services related to the Wastewater Treatment Plant and all in-town sewer assets.

Fiscal Impact:

Vendor	Vehicle Type	Unit Cost	Trade-in Value	Final Cost
Teton Motors, Jackson, Wyoming	Chevy Bolt Electric	$34,677.00	$4,700.00	**$29,977.00**

BID OPE..NG FORM

BID NUMBER: 19-05 **PROJECT NAME:** All Electric Sedan

OPENING DATE & TIME: 11-29-18 3:19 PM **OPENED BY:** Sandy / Eric

	Name of Bidding Agency & City	Proof of WY Residency	Number of Addendums	Bid Bond / Check	Model / Spec *if applicable*	*Trade Info, if applicable*	Bid Amount	Returned Bid Bond / Check
1	Teton Motors	No	No Exception	CK 1498.85	2019 Chevy Bolt	*Before Trade* *After Trade*	34,677.00 29,977.00	
2						*Before Trade* *After Trade*		
3						*Before Trade* *After Trade*		
4						*Before Trade* *After Trade*		
5						*Before Trade* *After Trade*		
6						*Before Trade* *After Trade*		

TOWN OF JACKSON
TOWN COUNCIL
AGENDA DOCUMENTATION

PREPARATION DATE: December 12th, 2018
MEETING DATE: December 17th, 2018

SUBMITTING DEPARTMENT: Public Works
DEPARTMENT DIRECTOR: Floren Poliseo
PRESENTER: Johnny Ziem, Assistant Public Works Director

SUBJECT: To Award Bid# 19-09 for the Purchase of a new Roll-Off Water Tanker.

STATEMENT/PURPOSE
The purpose of this item is to accept and award Bid# 19-09 for the purchase of a new Roll-Off Water Tanker attachment.

BACKGROUND/ALTERNATIVES
The Public Works Department administers the bidding and purchasing of all new vehicles for the Town of Jackson. When tasked with the purchase of any new vehicle, Public Works will work directly with each submitting department to consider current and future vehicular needs, potential vehicle types, and how each vehicle will be used. This information is important because each department has been challenged to look for efficiency gains when making new vehicle purchases (when possible).

This piece of equipment (not a vehicle) will be purchased for and used by Streets Division of Public Works. This division is responsible for providing municipal maintenance activities on 38 miles of streets, 5.5 miles of alleys, 14 miles of sidewalk, 4 miles of boardwalk, 11 public parking lots, and storm water systems. These activities include but are not limited to: street sweeping, pothole repair, signage installation and maintenance, street painting and marking, snow removal and sanding, cleaning downtown, special events and storm water maintenance.

This Roll-Off Tanker attachment is replacing a 1993 Chevy Water Tank Truck that uses roughly 27 gallons per year of fuel and gets .5 MPG. Staff decided that it was more fiscally responsible to obtain a roll-off tanker attachment that can be used with existing vehicles instead of purchasing a new vehicle specific to this function.

ALIGNMENT WITH STREETS MISSION STATEMENT
"We exist to provide Exceptional Customer Service to the residents of Jackson and all of our visiting guests. We exist to maintain safe and convenient public right-of-ways and facilities while supporting essential community functions. We exist to contribute to the financial security of the community and to create a clean and positive environment."

ATTACHMENTS
Bid# 19-09 results

FISCAL IMPACT
We received one bid which are listed below. The only bid was from Shell Equipment Company of Littleton, Colorado. For the FY19 Budget, we show a budget of $75,000.00 for the purchase of a new Roll-Off Water Tanker.

Vendor	Vehicle Type	Unit Cost	Trade-in Value	Final Cost
Shell Equipment, Littleton, Colorado	Roll-Off Water Tanker	$66,739.00	$0.00	**$66,739.00**

Additional are no additional cost for this piece of equipment.

STAFF IMPACT
Public Works staff will be impact is minimal.

LEGAL REVIEW
Town Attorney review is required before final transaction to purchase a new vehicle.

RECOMMENDATION
Staff recommends the Town Council accept and approve Bid# 19-09 for the purchase of a new Roll-Off Water Tanker and award the bid to Shell Equipment Company of Littleton, Colorado, in the amount of $66,739.00.

SUGGESTED MOTION
I move to accept and approve Bid# 19-09 for the purchase of a new Roll-Off Water Tanker and award the bid to Shell Equipment Company of Littleton, Colorado, in the amount of $66,739.00.

Synopsis for PowerPoint (120 words max):

Purpose: The purpose of this item is to accept and award Bid# 19-09 for the purchase of a new Roll-Off Water Tanker attachment.

Background: This piece of equipment (not a vehicle) will be purchased for and used by Streets Division of Public Works. This division is responsible for providing municipal maintenance activities on 38 miles of streets, 5.5 miles of alleys, 14 miles of sidewalk, 4 miles of boardwalk, 11 public parking lots, and storm water systems. These activities include but are not limited to: street sweeping, pothole repair, signage installation and maintenance, street painting and marking, snow removal and sanding, cleaning downtown, special events and storm water maintenance.

Fiscal Impact:

Vendor	Vehicle Type	Unit Cost	Trade-in Value	Final Cost
Shell Equipment, Littleton, Colorado	Roll-Off Water Tanker	$66,739.00	$0.00	**$66,739.00**

BID OPENING FORM

BID NUMBER: 19-09 **PROJECT NAME:** ROLL-OFF WATER TANKER

OPENING DATE & TIME: 12-6-2018 3:05pm **OPENED BY:** Sandy / Eric / Sam

Name of Bidding Agency & City	Proof of WY Residency	Number of Addendums	Bid Bond / Check	Model / Spec *if applicable*	*Trade Info, if applicable*	Bid Amount	Returned Bid Bond / Check
1 Shell Equipment Company Littleton, CO	No	No exceptions	CK 3,336.95	NA	*Before Trade* *After Trade*	66,739.00	
2					*Before Trade* *After Trade*		
3					*Before Trade* *After Trade*		
4					*Before Trade* *After Trade*		
5					*Before Trade* *After Trade*		
6					*Before Trade* *After Trade*		

TOWN OF JACKSON
TOWN COUNCIL
AGENDA DOCUMENTATION

PREPARATION DATE: December 12th, 2018
MEETING DATE: December 17th, 2018

SUBMITTING DEPARTMENT: Public Works
DEPARTMENT DIRECTOR: Floren Poliseo
PRESENTER: Johnny Ziem

SUBJECT: To Award Bid# 19-10 for the Purchase of a new Half Ton 4x4 Regular Cab Vehicle

STATEMENT/PURPOSE
The purpose of this item is to accept and award Bid# 19-10 for the purchase of a new Half Ton 4x4 Regular Cab vehicle.

BACKGROUND/ALTERNATIVES
The Public Works Department administers the bidding and purchasing of all new vehicles for the Town of Jackson. When tasked with the purchase of any new vehicle, Public Works will work directly with each submitting department to consider current and future vehicular needs, potential vehicle types, and how each vehicle will be used. This information is important because each department has been challenged to look for efficiency gains when making new vehicle purchases (when possible).

This vehicle will be purchased for and used by the Meter Team in the Water Division of Public Works. This division is responsible for providing monthly meter reading for 3,800 users tied to our systems throughout the Town of Jackson. They also assist with our back-flow program throughout Town.

Dept	#	Year	Type of Vehicle	Budgeted Cost	Total Miles	Avg Annual Miles	Combined MPG	% More Efficient (+/-)	Estimated Annual/Gal. Used	Estimated Annual/Gal. Avoided	Annual $ per/Gal. $2.57	Estimated Annual Savings	Pds./CO2 Saved
PW	1398	2003	Truck		100,000	6700	10.6		475		$1,220.75		
PW	**1398**	**2019**	**Truck**	**$23,588**		**6700**	**19.5**	**84%**	**344**	**131**	**$884.08**	**$336.67**	**1,924**

ALIGNMENT WITH WATER DIVISION MISSION STATEMENT
"Our mission is our commitment to Quality on Tap! The members of the water team for the Town of Jackson, Wyoming, are the caretakers of the public water supply for residents and guests. We strive to be professional yet accountable and we always have time for the concerns and needs of our customers."

ATTACHMENTS
Bid# 19-10 results

FISCAL IMPACT
We received two bids which are listed below. The lowest bid was from Fremont Motors in Lander, Wyoming, but their bid had fifteen exceptions and did not meet the spec of the bid. For the FY19 Budget, we show a budget of $45,000.00 for the purchase of a new Half Ton 4x4 Regular Cab vehicle.

Vendor	Vehicle Type	Unit Cost	Trade-in Value	Final Cost
Teton Motors, Jackson, Wyoming	Chevy 1/2 Ton Truck	$28,488.00	$4,900.00	**$23,588.00**
Fremont Motors, Lander, Wyoming	Dodge Ram 1/2 Ton	$23,663.00	$3,200.00	**$20,463.00**

Additional costs will include equipment ($1,500.00) and Public Works mechanics labor ($2,500.00) to install equipment and prepare the vehicle for the Water Division. That will bring the total cost to $27,588.00 for which we have a FY19 budget of $45,000.00.

STAFF IMPACT

Public Works staff will be impacted in additional labor hours, which are estimated to be four days to ready the vehicle for the Water Division.

LEGAL REVIEW

Town Attorney review is required before final transaction to purchase a new vehicle.

RECOMMENDATION

Staff recommends the Town Council accept and approve Bid# 19-10 for the purchase of a new Half Ton 4x4 Regular Cab vehicle and award the bid to Teton Motors of Jackson, Wyoming, in the amount of $23,588.00.

SUGGESTED MOTION

I move to accept and approve Bid# 19-10 for the purchase of a new Half Ton 4x4 Regular Cab vehicle and award the bid to Teton Motors of Jackson, Wyoming, in the amount of $23,588.00.

Synopsis for PowerPoint (120 words max):

Purpose: The purpose of this item is to accept and award Bid# 19-10 for the purchase of a new Half Ton 4x4 Regular Cab vehicle.

Background: This vehicle will be purchased for and used by the Meter Team in the Water Division of Public Works. This division is responsible for providing monthly meter reading for 3,800 users tied to our systems throughout the Town of Jackson. They also assist with our back-flow program throughout Town.

Fiscal Impact:

Vendor	Vehicle Type	Unit Cost	Trade-in Value	Final Cost
Teton Motors, Jackson, Wyoming	Chevy 1/2 Ton Truck	$28,488.00	$4,900.00	**$23,588.00**
Fremont Motors, Lander, Wyoming	Dodge Ram 1/2 Ton	$23,663.00	$3,200.00	**$20,463.00**

BID OPENING FORM

BID NUMBER: 19-10 **PROJECT NAME:** HALF TON 4x4 PICKUP

OPENING DATE & TIME: 11-29-18 3:13 PM **OPENED BY:** Sandy / Eric

	Name of Bidding Agency & City	Proof of WY Residency	Number of Addendums	Bid Bond / Check	Model / Spec *if applicable*	*Trade Info, if applicable*	Bid Amount	Returned Bid Bond / Check
1	Fremont Motors Lander WY	No	15 Exceptions	CK 1,023.15	2019 Ram Classic 1500	Before Trade After Trade	$ 23,663.00 20,463.00	
2	Teton Motors Jackson WY	No	2 Exceptions	CK 707.64	2019 Chevy Silverado 1500	Before Trade After Trade	28,488.00 23,588.00	
3						Before Trade After Trade		
4						Before Trade After Trade		
5						Before Trade After Trade		
6						Before Trade After Trade		

TOWN OF JACKSON
TOWN COUNCIL
WORKSHOP

PREPARATION DATE: December 11, 2018
MEETING DATE: December 17, 2018

SUBMITTING DEPARTMENT: START
DEPARTMENT DIRECTOR: Darren Brugmann
PRESENTER: Darren Brugmann

SUBJECT: Three (3) Bus Lease for 2018-19 Winter Season

STATEMENT/PURPOSE

START is looking to enhance spare ratio of bus fleet by adding three (3) buses to our current fleet for the current 2018-19 Winter Season. Approval of the vehicle lease with Shuttle Bus Leasing (SBL) is the subject of this item.

BACKGROUND/ALTERNATIVES

START operates at peak time upwards to 23 vehicles during our Winter Season. Since last season, START has had to decommission five (5) 40ft low floor Blue Bird vehicles due to end of useful life (i.e., beyond FTA required 12 years and mechanical, financial factors). START also lost a 40ft low floor Gillig vehicle due to an unfortunate vehicle fire in April 2018. START recently purchased two (2) used 35ft low floor Gilligs from a national public auction site and is readying these vehicles for our Winter Season as well as leasing 4 commuter buses for our commuter service.

Winter Season commenced on November 24, 2018 and ends on April 8, 2019. In order to operate the same level of service for this Winter Season, START needs the ability to maintain an increased spare ratio of vehicles as previous Winter Season. Specifically, our peak need for vehicles of 20 is needed in the morning and later afternoon peak hours and on weekends. Unfortunately, with the aging fleet as we wait delivery of new vehicles in 2020, we have seen a significant increase of maintenance needed to keep our current level of service. Since beginning of Winter Season 18/19, START has worked with TOJ Public Works (who maintains and services our vehicles) to the best of our ability. This sometimes requires significant bus swapping at times just to get safe vehicles onto the road and those requiring attention in for maintenance. Public Works fleet shop responds to a number of service calls related to START buses. Sometimes diagnosing the problem takes time, and other times obtaining parts takes time. Without enough spare buses to fill in, START service during peak hours and weekends can be challenging if all buses are not in good working order. Federal Transit Administration (FTA) recommends a 20% spare ratio needed for peak demand. At current, we are at approximately 5% at our peak demand daily and require the additional 3 vehicles just to meet FTA recommendations. Addition of these vehicles will lessen the burden on Public Works employees who also need to maintain the remainder of the TOJ vehicle needs (i.e., snow plows, police cars, etc.)

START continues to operate 3 Bluebird style vehicles. Bluebird, the transit bus manufacturer, is no longer in business and maintenance increasingly becomes an issue in finding parts and supplies to keep these 3 vehicles in operation. Therefore, START's plan is to lease three (3) 40ft High Floor Gillig buses (Same manufacturer as our current 40 ft. vehicles) to be used on the local routes. If anything, these 3 leased Gilligs will serve as a safety valve for the 3 Bluebirds still in operation. The Gillig style buses are extremely difficult to locate. Fortunately with our relationship with SBL leasing with our current MCI lease, they were able to locate buses for our needs.

START staff did extensive research of national firms focusing on transit bus leasing. Shuttle Bus Leasing (SBL) was the preferred vendor. SBL was a proud supplier to the U.S. Winter Olympics in 2002, and Vancouver Winter Olympics in 2010. You may also find their buses operating at national parks, construction sites, airports, university campuses, tour operations and seasonally at many ski resorts and amusement parks around the country. SBL is the Nation's largest bus leasing company with a customer service driven attitude with a diverse inventory of over 1000 transit buses for lease.

This lease also includes a Lease to Buy option that START may consider to bring forward to Council at the end of this lease term. We would consider such factors as condition of vehicles, how they performed this winter season, useful life remaining and the need. The need for additional vehicles will be required for next Winter Season (2019-20) as we wait the build and delivery of recently awarded Proterra Electric vehicles.

STAKEHOLDER ANALYSIS

START Operations and Public Works – maintenance for our fleet are heavily invested. Public Works Fleet Manager and Senior Mechanic did a pre-cursory review of these vehicles before pursuing this arrangement. The intended vehicles have been operating in Las Vegas before returning to Southern California just over a couple of months ago. They are DOT certified and ready for operation. The vehicles can be delivered to Jackson in less than two weeks time.

ATTACHMENTS

a. SBL lease for 3 Gillig 40ft Style Buses:
b. START Vehicle Inventory

FISCAL IMPACT

3 Vehicles @ $3950/month X 4 Months =		$47,400
Delivery @ $5K per vehicle =		$15,000
	Total:	$62,400

STAFF IMPACT

Executing the lease is minimal. Readying the four (4) buses will entail considerable staff time up-front, with a number of areas to review, including installation of winter tires for our area. However, it is hoped the use of these three (3) refurbished vehicles will require much less labor and parts, thus reducing Public Works maintenance attention.

LEGAL REVIEW

Lease has same language as lease for the previous 4 MCI vehicles. Only pricing and type of vehicles has been altered. Town Attorney reviewed original lease agreement, offered edits to SBL which have been accepted and approved the original draft lease.

RECOMMENDATION

Staff recommends approval of this lease in order to keep the same level of service and improve our commuter passenger experience for the Winter Season 2018-19.

SUGGESTED MOTION

I move to approve the Vehicle Lease Agreement with Shuttle Bus Leasing (SBL) allowing the lease of three (3) Gillig 40-foot style vehicles for the Winter Season 2018-19 and for duration of four (4) months.

LEASE AGREEMENT

This Lease Agreement made and entered into this 7th day of December, 2018, by and between: Shuttle Bus Leasing, 1863 Service Court, Riverside, CA 92507, hereinafter called Lessor, and, Southern Teton Area Rapid Transit (START), 55 Karns Meadow Drive, Jackson, WY 83001, hereinafter called Lessee.

WITNESSETH:

Article I

Whereas Lessor is in the business of leasing buses and desires to lease buses to Lessee for Lessee's exclusive use and control, subject only to the terms and conditions of this Lease Agreement as hereinafter set forth.

Now, therefore, in consideration of the mutual covenants, conditions, and premises as hereinafter set forth below, it is mutually agreed as follows:

Article II

Leased Equipment: Lessor hereby leases to the Lessee the following buses described individually below (each a "Leased Bus"):

Make/Model	SBL	VIN
2002 40ft Gillig C27D102N4	S1014	15GDD271721111666
2002 40ft Gillig C27D102N4	S1015	15GDD271021111668
2002 40ft Gillig C27D102N4	S1016	15GDD271221111672

Hereinafter collectively referred to as "Leased Equipment"

Article III

Delivery and Return:

Upon delivery of said Leased Equipment at the agreed upon location, Lessee shall acknowledge receipt by completing, signing and returning to Lessor the Delivery Receipt form herein incorporated by reference. Such Delivery Receipt acknowledges that said Leased Equipment is satisfactory for Lessee's intended use.

Lessee agrees to return all Leased Equipment in the same condition as received, normal wear and tear excepted. Lessee agrees all Leased Equipment deliveries and returns upon commencement and expiration of the Lease Agreement term (including early termination) shall be at 1863 Service Court, Riverside, CA 92507, unless a different location is confirmed in writing by Lessor. All Leased Equipment shall be returned at Lessee's expense, unless delivery and return charges are to be included in the first lease payment.

Article IV

Lease Terms and Commencement Date:

The term of this Lease Agreement shall be for a minimum of four (4) months, commencing on the date that said Leased Equipment is delivered and accepted by Lessee. In the event that said Leased Equipment is not returned upon the agreed expiration date, this Lease Agreement shall renew on the same terms and conditions on a month to month basis until either party provides a thirty (30) day written notice of termination and said Leased Equipment is returned as per this Lease Agreement.

Article V

Lease Rate:

Lessee agrees to pay to Lessor Three Thousand Nine Hundred Fifty Dollars ($3,950.00) per each Leased Bus per month. Upon execution of this Lease Agreement, Lessee shall pay to Lessor the sum of Eleven Thousand Eight Hundred Fifty Dollars ($11,850.00) for the Leased Equipment, which represents the first monthly payment due for this Lease Agreement. All remaining payments are due within thirty (30) days of invoice date.

Lessee agrees to pay registration fees in the state(s) where buses are to be operated. Lessee agrees to maintain current registration on the vehicles for the duration of this Lease Agreement.

Lessee agrees to pay a security deposit in the amount equal to one month's lease payment for said Leased Equipment, for a total of Eleven Thousand Eight Hundred Fifty Dollars ($11,850.00) ("Security Deposit"). Security deposit shall be included in the first payment due under the Lease Agreement. Upon expiration of this Lease Agreement, the security deposit shall be refunded within thirty (30) days of Leased Equipment being returned to Lessor.

Lease to Buy Option: if during the term of the lease, Lessee chooses to purchase the Equipment, 55% of lease payments made will be applied to the purchase price. Purchase price is set at $39,500 per vehicle.

Article VI

Damage Repairs:

Lessor shall inspect said Leased Equipment upon their return for physical damage, and at its discretion shall determine whether cosmetic or mechanical repairs or adjustments are necessary due to the extent and nature of the physical damage, if any. If Lessor determines that such repairs are necessary, documentation of any such cosmetic or physical damage, or alleged necessary mechanical repairs shall be provided to Lessee immediately for verification and approval. In the event there is a loss of use to the Lessor, Lessee agrees to pay Lessor for the loss of use of said Leased Equipment at the rate of One Hundred Forty Dollars ($140.00) per day plus materials. The daily responsible rate shall apply from the time the work commences to the time the work is completed, and shall be performed in an expeditious and reasonable amount of time for the work necessary in the discretion of the Lessee.

Article VII

Exclusive Use and Control:

Lessee, during the term of this Lease Agreement and while said Leased Equipment is in Lessee's possession, shall have the absolute and exclusive control of said Leased Equipment in the same manner as though Lessee were the absolute owner.

Lessee will employ and have absolute control and supervision over the driver(s) of said Leased Equipment and Lessor shall not in any manner interfere therewith. The driver(s), shall occupy the relationship of servant to Lessee; and as master, Lessee shall pay all wages, social security and unemployment taxes, workmen's compensation, or any other taxes which may be imposed by reason of the employment of persons.

Lessor shall be responsible for all, licenses on the Leased Equipment and any and all taxes, payable to or which may become hereafter payable to the Federal, State, County or any municipality by reason of said operation, gross receipts or ownership of Leased Equipment herein described as subject wholly to the control and direction of Lessee.

Article VIII

Insurance:

a) Lessee shall furnish Lessor with proof of liability insurance, providing coverage of $1,000,000.00 single limit public liability and Sixty Two Thousand Five Hundred Dollars ($62,500.00) property damage insurance per Leased Bus and as LOSS PAYEE on the stated value of Sixty Two Thousand Five Hundred Dollars ($62,500.00) per Leased Bus. Lessee agrees that if a property claim is made, that Lessee will collect property damage and forward monies to Lessor up to the stated value of Sixty Two Thousand Five Hundred Dollars ($62,500.00) per Leased Bus.

b) Lessee shall, with an insurance company reasonably satisfactory to Lessor and without cost to Lessor keep said Leased Equipment fully insured against loss by fire, theft or collision in an amount equal to the value of said Leased Equipment; that in event of total loss of any piece of said Leased Equipment covered hereunder; once the replacement cost is paid in full to Lessor by the insurance carrier; then, in that event there shall be no further obligation on the part of Lessee under this Lease Agreement as respects such piece of said Leased Equipment. The parties to this Lease Agreement stipulate and agree that the value of said Leased Equipment herein is set at Sixty Two Thousand Five Hundred Dollars ($62,500.00) per Leased Bus.

c) Lessor shall furnish Lessee with proof of liability insurance providing coverage of $1,000,000.00 single limit liability and Sixty Two Thousand Five Hundred Dollars ($62,500.00) property damage insurance per Leased Bus in the event of negligence on behalf of Lessor, and shall include indemnity in the event of alleged or actual negligent acts of Lessor, its officers, agents or employees.

Article IX

Indemnity and Hold Harmless:

Lessee agrees to indemnify and hold Lessor harmless for any damages arising out of the use, maintenance, or operations of said Leased Equipment by the Lessee or any third party for any purpose whatsoever, with the Lessee's responsibilities more fully described hereinafter

a) Definitions. The following definitions shall apply when used in this Lease Agreement:
A 'Claim' means any and all liability, claims, loss, damages, or expenses, including counsel fees and costs, arising by reason of the death or injury of any person, including any employee or agent of LESSEE, or by reason of damage to or destruction of any property, including property owned by LESSEE, caused or allegedly caused-by: (1) any cause whatsoever while the Injured person or property is a passenger or operator of a Leased Bus or in any way injured by the operation of a Leased Bus or injured by any personal property owned by LESSEE; (2) some condition of a Leased Bus not a result of LESSOR failing to provide heavy maintenance; (3) some act or omission by LESSEE or any person, on, or about a Leased Bus with the permission and consent of LESSEE; or (4) any matter connected with LESSEE'S operation and use of the Leased Equipment. With respect to this paragraph only, the term LESSEE shall include employees or agents of LESSEE except as to the obligation to indemnify. 'Expenses' means expenses (including attorneys' fees and any expenses incurred to establish a right to indemnification from LESSEE), judgments, fines, penalties, settlements and other amounts actually and reasonably incurred by LESSOR in connection with the investigation, defense, settlement or appeal of a Claim regardless of whether an actual court or administrative proceeding is instituted by the creditor.

b) **General Indemnity. Subject to the requirements and restrictions of the applicable provisions of the Lease Agreement and to the fullest extent legally permissible under the law, Lessee shall indemnify Lessor against all reasonable Expenses incurred as the result of a Claim. This indemnity is expressly agreed to include any claim, lawsuit, action or legal proceeding against Lessor by a Lessee employee, agent or guest.**

c) Payment of Expenses. All reasonable expenses incurred by Lessor in defending any Claim for which Lessor is entitled to be indemnified under this Lease Agreement shall be paid by Lessee prior to the final disposition of that Claim at the request of Lessor within thirty (30) days of receipt by Lessee of each reasonably detailed expense statement from Lessor.

d) No Automatic Adverse Presumption. The termination of any Claim by judgment, order, settlement, conviction, consent, decree or upon a plea of nolo contendere or its equivalent shall not, of itself adversely affect the rights of Lessor to indemnification except as may be provided herein.

e) Effect of Insurance Coverage. The rights to indemnification provided in this Lease Agreement shall be in addition to the existence of any insurance policy maintained by Lessee, which exists as of the date of this Lease Agreement or as of the date a Claim is made under this Lease Agreement; provided, however, that to the extent any Claim made under this Lease Agreement is covered by insurance and timely paid to Lessor, Lessee will only be obligated to indemnity after the coverage under any applicable insurance policy is exhausted or coverage thereunder otherwise becomes unavailable.

f) Enforcement Actions. Any right of Lessor to indemnification under this Lease Agreement shall be enforceable, in a Wyoming court of competent jurisdiction, if: (i) the **demand for indemnification is** expressly denied by Lessee in whole or in part; or (ii) no acceptance of the Claim is made by Lessee within thirty (30) days of a request. If Lessor is successful in such an enforcement action, in whole or in part, Lessor shall be entitled to be reimbursed for the Expenses of prosecuting its claim for indemnification under the Lease Agreement.

g) Rights Cumulative; Intended Scope of Indemnification. The rights to indemnification and advancement of Expenses provided in this Lease Agreement shall be in addition to any rights to which Lessor may otherwise be entitled under other agreements or as a matter of law. It is the intent of Lessee that the indemnity provided under this Lease Agreement shall be of the broadest scope legally permissible (subject to express requirements and restrictions of this Lease Agreement).

h) Waiver of Subrogation. Lessee hereby waives its rights of recovery against Lessor, its successors, assigns, directors, agents and representatives in connection with any loss or damage caused to Lessee's property or employees and covered by any insurance policies of the Lessee. Lessee hereby waives on behalf of its insurance carriers any right of subrogation it may have against Lessor and shall notify its insurance carrier of the waiver contained herein.

i) Consequential Damages. Neither party shall, in any event, be liable for any special, exemplary, incidental, indirect or consequential damages to the other party.

Article X

Dispute Resolution:

Any controversy, claim, or dispute arising out of **or related to this Lease Agreement or the interpretation, performance, or breach hereof, including (a "Dispute") shall be resolved according to the procedures set forth in this section, which shall constitute the sole dispute resolution mechanisms hereunder. In the** event that the parties are unable to resolve any Dispute after meeting and attempting in good faith to reach a negotiated resolution, such Dispute(s) shall be first mediated by a retired judge or justice of any Wyoming state or **federal court. If the parties are unable to agree upon a mediator, either party may apply to the Inland Empire office of JAMS/Endispute, or its successor ("JAMS") for the appointment of a mediator from a panel of retired judges and justices** maintained by that organization; (i) if the parties are unable to resolve one or more Dispute(s) by mediation, then either party may initiate arbitration of such Dispute(s). The arbitration shall be initiated and conducted according to **the JAMS/Endispute Comprehensive Arbitration Rules and Procedures in effect as of the date hereof, including the Optional Appeal Procedure provided for in such rules (the "Arbitration Rules"). The arbitration shall be conducted in Teton County before a single neutral arbitrator appointed in accordance with the Arbitration Rules. Any appeal shall be heard and decided by a panel of three neutral arbitrators. The neutral arbitrator and the members of any Appeal Panel shall be retired judges or justices of any Wyoming state or federal court. In all their substantive (as opposed to procedural or discovery-related) ruling, the arbitrator and Appeal Panel shall apply the law specified in the choice of** law provision of this Lease Agreement. If either party refuses to perform any or all of its obligations under the final arbitration award (following appeal, if applicable) within thirty (30) days of such award being rendered, then the other party may enforce the final award in any court of competent jurisdiction in Teton County; **and (ii) any Dispute or portion**

thereof, or any claim for a particular form or relief (not otherwise precluded by any other-provision-of-this Lease-Agreement that may-not-be arbitrated pursuant-to-applicable-state or-federal law shall be heard only in a court of competent jurisdiction in Teton County. If a party believes in good faith that all or part of a Dispute, or any claim for relief or remedy sought is not subject to arbitration under then-prevailing law, then that party may seek a determination to that effect from an appropriate court. If the court determines that the matter is not arbitrable or that the remedy sought is not available in arbitration, then the specific matter or request for remedy in question shall be resolved by the court, sitting without a jury, and the parties hereby irrevocably waive their respective rights to trial by jury **of any cause of action, claim, counterclaim or cross-complaint in any action or other proceeding brought by any party against any other** party or parties with respect to any matter arising out of, or in any way connected with or related to, this Lease Agreement or any portion thereof, whether based upon contractual, statutory, tortious or other theories of liability. All other matters and claims for relief shall be subject to arbitration as set forth above.

Article XI

(a) Governing Law and Venue. It is the intention of the parties to this Lease Agreement that the laws of the State of Wyoming (irrespective of its choice of law principles) shall govern the validity of this Lease Agreement, the construction of its terms and the interpretation and enforcement of the rights and duties of the parties under this Lease Agreement. Any action brought in state or federal court shall be proper in the County of Teton, State of Wyoming.

(b) Entire Agreement. This Lease Agreement constitutes the entire understanding and agreement of the parties to this Lease Agreement with respect to the subject matter hereof and supersedes all prior and contemporaneous agreements, inducements or conditions, express or implied, written or oral, between the parties with respect to this Lease Agreement.

(c) Notices. Whenever any party to this Lease Agreement desires or is required to give any notice, demand or request with respect to this Lease Agreement, each such communication shall be in writing and shall be effective only if it is delivered by personal service or mailed, United States certified mail, return receipt requested, postage prepaid, addressed to

If to Lessor:	If to Lessee:
Shuttle Bus Leasing	Southern Teton Area Rapid Transit (START)
1863 Service Court	PO Box 1687
Riverside CA 92507	Jackson WY 83001

Communications shall be effective when they are received by the addressee; but if sent by certified mail in the manner set forth above, they shall be effective three (3) business days after being deposited in the United States mail. Any party may change its address for communications by giving notice to the other party in conformity with this section.

(d) Driver Training. Lessee assures Lessor that its drivers are properly trained on said Leased Equipment operation and the correct use of any special equipment on said Leased Equipment.

(e) Subleasing. Said Leased Equipment under this Lease Agreement cannot be leased to a sub-lessee without written authorization from Lessor.

(f) Governmental Immunity. The Lessee, Town of Jackson, does not waive its sovereign or governmental immunity by entering into this Lease Agreement, and fully retains all immunities and defenses provided by law with respect to any action based on or occurring as a result of this Lease Agreement.

(g) Authority. Each Party represents that it has full authority to enter into this Lease Agreement, grant the rights and benefits herein described, and satisfy the obligations hereunder, without violating the rights of any third parties.

(h) Counterparts. This Lease Agreement may be executed in any number of counterparts, each of which shall constitute an original. Facsimile copies shall be deemed originals

Lessee:	Southern Teton Area Rapid Transit (START)	Lessor:	SHUTTLE BUS LEASING
By:		By:	
Name:		Name:	Brad Carson
Title:		Title:	Director of Sales
Date:		Date:	12-7-18

	InventoryID	CurrentYrMile	Mfr	VehicleYea	Fuel	Seats	
Fixed:							
1	201	430,869	Gillig	2009	Diesel	39	
2	202	389,814	Gillig	2009	Diesel	39	
3	203	430,142	Gillig	2009	Diesel	39	
4	204	393,424	Gillig	2009	Diesel	39	
5	205	419,582	Gillig	2009	Diesel	39	
6	207	130,415	Gillig	2014	Diesel	39	IDT Grant/Commuter
7	208	110,216	Gillig	2015	Diesel	39	
8	209	116,359	Gillig	2015	Diesel	39	
9	210	89,224	Gillig	2015	Diesel	39	
10	272	412,114	Gillig	2009	Hybrid	26	
11	273	400,667	Gillig	2009	Hybrid	26	
12	274	310,586	Bluebird	2006	Diesel	37	
13	276	287,306	Gillig	2011	Hybrid	30	
14	277	278,196	Gillig	2011	Hybrid	30	
15	295	347,777	Bluebird	2005	Diesel	37	
16	299	213,583	Bluebird	2008	Diesel	44	
17	250	HOUR	Gillig (CO)	2001	Diesel	43	est: 450K Miles
18	251	HOUR	Gillig (CO)	2001	Diesel	43	est: 450K Miles
19	252	HOUR	Gillig (CO)	2001	Diesel	43	est: 450K Miles
20	253	HOUR	Gillig (CO)	2001	Diesel	43	est: 450K Miles
21	278	SouthD	Gillig (SD)	2002	Diesel	30	
22	279	SouthD	Gillig (SD)	2002	Diesel	30	
Commuters:							
1	1600	216,954	MCI	2007	Diesel	57	
2	1700	240,510	MCI	2009	Diesel	57	
3	605		MCI	1996	Diesel	59	LEASED
4	612		MCI	1996	Diesel	59	LEASED
5	625		MCI	1996	Diesel	59	LEASED
6	627		MCI	1996	Diesel	59	LEASED
Para:							
1	321	65,334	Arbox	2008	Gas	8	
2	323	130,956	Eldorado	2003	Diesel	20	
3	324	159,953	Eldorado	2003	Diesel	20	
4	285	128,290	Ford	2001	Gas	10	
5							

Awaiting Disposal:

-	~~206~~	~~42,993~~	~~Gillig~~	~~2012~~	~~Diesel~~	~~39~~	Fire: 4/3/18
-	~~293~~	~~318,239~~	~~Bluebird~~	~~2004~~	~~Diesel~~	~~37~~	DOA: 3/28/
-	~~297~~	~~234,330~~	~~Bluebird~~	~~2005~~	~~Diesel~~	~~44~~	DOA: 12/27/17
13	275	338,621	Bluebird	2006	Diesel	37	On last leg - oil usage
17	298	332,786	Bluebird	2005	Diesel	44	On last leg - no power

~~Disposed:~~

~~289~~	~~277,710~~	~~Bluebird~~	~~2003~~	~~Diesel~~	~~37~~	
~~290~~	~~263,842~~	~~Bluebird~~	~~2003~~	~~Diesel~~	~~37~~	
~~291~~	~~292,090~~	~~Bluebird~~	~~2003~~	~~Diesel~~	~~37~~	
~~292~~	~~306,112~~	~~Bluebird~~	~~2003~~	~~Diesel~~	~~37~~	
~~294~~	~~298,913~~	~~Bluebird~~	~~2004~~	~~Diesel~~	~~37~~	
~~296~~	~~288,200~~	~~Bluebird~~	~~2005~~	~~Diesel~~	~~37~~	
~~326~~	~~164,372~~	~~Eldorado~~	~~2001~~	~~Gas~~	~~18~~	