Special Town Council Meeting

January 21, 2020
& January 22, 2020

Town Council Retreat at
The Alpenglow Unit at Spring Creek Ranch
Chair: Pete Muldoon

NOTICE: ALL ATTENDEES SHOULD PARK AT THE RANCH HOUSE AND UTILIZE RESORT SHUTTLE TO UNIT OR OBTAIN DIRECTIONS FOR WALKING. THIS MEETING WILL NOT BE LIVED STREAMED. AN AUDIO RECORDING WILL BE POSTED ONLINE WITHIN 3 DAYS.

I. Retreat Theme: How to Create the New While Running the Now

Goal of Two Days:
1) To identify all possible activities of Town over next 5 years, put a price tag on them, prioritize them, and match them to current and potential funding sources.
2) To gain a better understanding of the organization by identifying future opportunities and challenges, and strengthening the relationship between Council and Staff.
3) To ensure Town activities reflect Council's priorities, and that staff has the capacity to do all Council is asking.

II. Tuesday, January 21, 2020

8:00 – 9:00 Call to Order and Welcome
- o Consent Calendar:
  1. Disbursements
  2. Malt Beverage Permit Application
- o Agenda Overview
  - Review Retreat Goals and Themes
- o One Word Exercise
- o Council Roles & Responsibilities
- o Council Working Agreements

9:00 – 10:30 Department Directors Looking Forward
10:30 – 10:45 Break
10:45 – 12:00 Future Funding of Local Government
Step 1: Expenditures
12:00 – 12:45 Lunch Break

Please note that at any point during the meeting, the Chairman or Mayor 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.

12:45 – 3:00	**Future Funding of Local Government**
	Step 2: Revenues
3:00 – 3:15	Break
3:15 – 4:30	**Future Funding of Local Government**
	Step 3: Identification/Matching of Funding Sources with Expenditures
4:30 – 5:00	**Future Funding of Local Government**
	Step 4: Implementation Action Steps
5:00 p.m.	**Recess Until 8:00 A.M. Tuesday, January 22, 2020**

III. Wednesday, January 22, 2020

8:00 – 9:00	**Review, Clarify and/or Complete Work from Day 1**
9:00 – 11:00	**Status of 2019 Council Priorities &**
	2020 - 2023 Council Priorities & Work Plan
11:00 – 11:15	Break
11:15 – 12:00	**Effective Governance and Leadership**
12:00 – 12:45	Lunch Break
12:45 – 2:00	**Effective Governance and Leadership continued**
2:00 – 2:30	**Retreat Summary, Closing Remarks, Next Steps**
2:30 – 5:00	**Time allotted for further discussion of items on the agenda**
5:00 p.m.	**Adjourn**

Please note that at any point during the meeting, the Chairman or Mayor 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.

SUMMARY AGENDA
2020 TOWN COUNCIL SPECIAL MEETING / RETREAT
Spring Creek Ranch – Alpenglow Unit
January 21 & 22, 2020
(Attendees park at the Ranch House to utilize shuttle or obtain directions for walking.)

Retreat Theme: Creating the New While Running the Now

Goals of Two Days:

1) To identify all possible activities of Town over next 5 years, put a price tag on them, prioritize them, and match them to current and potential funding sources.
2) To gain a better understanding of the organization by identifying future opportunities and challenges, and strengthening the relationship between Council and Staff.
3) To ensure the Town's activities reflect Council's priorities, and that staff has the capacity to do all Council is asking.

Time frames listed are guidelines only and should not be relied upon for specificity. The agenda may progress more quickly or slowly than scheduled depending on Council discussion and direction.

<u>Tuesday, January 21, 2020</u>

8:00 – 9:00 **Call to Order and Welcome**

- Consent Calendar: 1. Disbursements 2. Malt Beverage Permit Application
- Agenda Overview
  - Review Retreat Goals and Themes
- One Word Exercise: Council will be asked to provide one word that best describes how they are showing up at the retreat.
- Council Roles & Responsibilities
- Council Working Agreements

9:00 – 10:30 **Department Directors Looking Forward**

10:30 – 10:45 Break

10:45 – 12:00 **Future Funding of Local Government**
Step 1: Expenditures

12:00 – 12:45 Lunch Break

12:45 – 3:00 **Step 2: Revenues:**

3:00 – 3:15 Break

3:15 – 4:30 **Step 3: Identification/Matching of Funding Sources with Expenditures**

4:30 – 5:00 **Step 4: Implementation Action Steps**

5:00 Recess Until 8:00 A.M. Tuesday, January 22, 2020

<u>Wednesday, January 22, 2020</u>

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9:00 – 11:00	**Status of 2019 Council Priorities & 2020 & 2023 Council Priorities & Work Plan**
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5:00	Adjourn

DETAILED AGENDA
2020 TOWN COUNCIL SPECIAL MEETING / RETREAT
Spring Creek Ranch – Alpenglow Unit
January 21 & 22, 2020

Retreat Theme: Creating the New While Running the Now

Goal of Two Days

1) To identify all possible activities of Town over next 5 years, put a price tag on them, prioritize them, and match them to current and potential funding sources.
2) To gain a better understanding of the organization by identifying future opportunities and challenges, and strengthening the relationship between Council and Staff.
3) To ensure Town activities reflect Council's priorities, and that staff has the capacity to do all Council is asking.

Time frames listed are guidelines only and should not be relied upon for specificity. The agenda may progress more quickly or slowly than scheduled depending on Council discussion and direction. This agenda describes the primary sections of the retreat including purpose, goal, process, outcome, and pre-work for Council consideration.

<u>Tuesday, January 21, 2020</u>

8:00 – 9:00 **Call to Order and Welcome**

- Consent Calender: 1. Disbursements 2. Malt Beverage Permit Application
- Agenda Overview
    - Review Retreat Goals and Theme
- One Word Exercise: Council will be asked to provide one word that best describes how they are showing up at the retreat.
- Council Roles & Responsibilities
- Council Working Agreements

9:00 – 10:30 **Department Directors Looking Forward** (5 minutes each)

Purpose: Directors will discuss opportunities and challenges they see over the next 5 years to provide Town core services in their department, other departments and the organization as a whole.

Goal: For Council to gain a better understanding of the organization through identification of future opportunities and challenges, and strengthen the relationship between Council and Staff.

Process: Directors will present for 3-5 minutes with thoughts being recorded on flip charts. Council will be able to ask clarifying questions in 1-2 minutes while identifying items they may want to address later in the agenda.

Outcome: A list of opportunities and challenges for the organization over the next 5 years. Council may identify items they want to consider later at the retreat. Items not addressed at the retreat may be brought up at future workshops, as part of the budget, in department work plans or placed in the "bike rack" for future consideration.

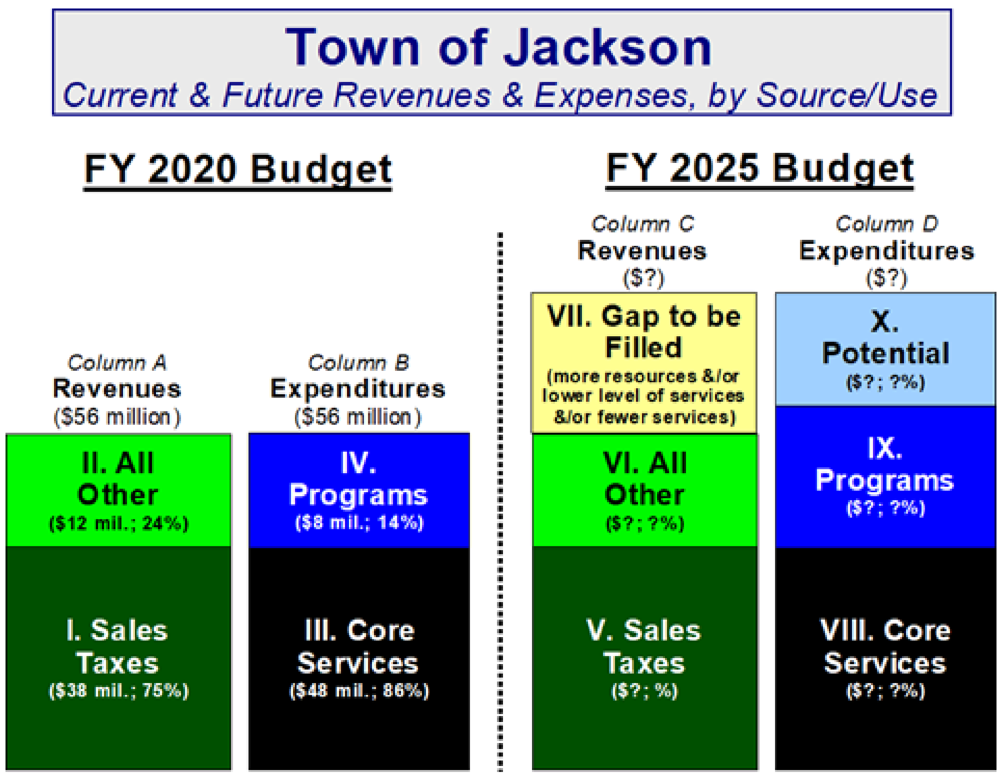
Related Documents: Council Working Agreements and Roles & Responsibilities

10:30 – 10:45 Break

10:45 – 12:00 **Future Funding of Local Government**

- **Review 4 step process**
- **Review Goal Statement**
- **How does Jackson compare to Peer Communities?**
- **Comprehensive Plan Overview and Growth Management Plan Update**

Purpose: For Council to complete the 4 step Future Funding of Local Government process. Specifically, to identify what Council would like to fund and how they would like to do it by completing Phases 3 and 4 of the process.



Goal: For Council to identify the desired expenditures and associated revenues for the Town based upon the goals of the Comprehensive Plan.

Process: Council will complete a three-step process defined below; Step 1 will address desired future expenditures, Step 2 will identify revenue to meet expenditures, and Step 3 will identify the appropriate mix of funding to address the desired future expenditures.

Pre-Work: See Below

Outcome: A list of desired future expenditures and associated revenues.

Related Documents: Peer Communities Comparison Chart**;** Comprehensive Plan – Growth Management Plan Update - Areas of Focus

- **Step 1: Expenditures**

  Purpose: Based upon the Comprehensive Plan Vision and Goals, Council will identify areas they would like to decrease, increase or engage in that we currently are not, items will be placed in one of three categories with an approximate cost:

  1. **Core services**, more or less of what we already do
  2. **Programs**, something new in an area we already work in
     - Housing
     - Transportation
     - Social Services
     - Community Development/Public Engagement
  3. **Potential**, something new in an area we do not currently work in
     - Childcare
     - Environment/Emissions Reduction/Climate Change
     - Regionalism
     - Community well-being/Equity

  Goal: For Council to identify desired expenditures the Town would like to fund.

  Process: First, staff will review with Council current expenditures and expected increases in coming years due to inflation and new expenses from new projects.

Second, staff will review with Council the SWOT analysis completed at the December 18 workshop. Council will be asked to add to and to and/or discuss this work. Third, Council will be asked to provide direction on future expenditures based upon the framework above. Each identified new expenditure or adjustment to a current expenditure will be assigned an estimated cost to implement.

Outcome: A list of desired future expenditures by category and an associated cost.

Pre-Work: First, Council should review the work completed during Phase 1 and 2 of the process. Second, Council should review and/or complete the attached worksheet to assist in completing the desired future expenditures exercise.

Related Documents: Predictable Funding of Local Government notes from 12-18-19; Historical Town Budget Expenditure Chart; Town Expenditures through Comprehensive Plan and Future Funding Framework; Future Expenditures Worksheet

12:00 – 12:45 Lunch Break

12:45 – 3:00 **Step 2: Revenues:**

Purpose: Based on Comp Plan Vision and Goals, Council will identify the desired mix of revenues to support desired expenditures from Step 1 through the framework of:

- **Currently Allowed and Utilized Revenue**
- **Currently Allowed but not Utilized Revenue**
- **Not Currently allowed or Utilized Revenue**

Goal: To identify the desired mix of future revenues to support identified future expenditures from Step 1.

Process: First, staff will present background information on current and potential sources of revenue structured around the framework described above:

1. **Currently Allowed and Utilized**
    - Sales Tax – 4 cents general
    - Sales Tax – 1 cent SPET
    - Lodging Tax
    - Exactions
    - Fees
    - Other
2. **Currently Allowed but not Utilized**
    - Additional Sales Tax – 1 cent general
    - Property Tax
    - Additional Lodging Tax
    - Increased Fees
    - Additional Exactions
    - Other
3. **Not Currently Allowed or Utilized**
    - Real Estate Transfer Tax
    - Other

Second, building on the SWOT (Strengths, Weaknesses, Opportunities and Threats) analysis Council completed at the December 18 Workshop, Council will complete a SWOT analysis for each revenue source they choose to discuss further based upon but not limited to the following:

- What are risks or likely downsides of reliance on each funding source?
- Equity impact – Who is paying? Property Owners, Visitors, Residents, Users?
- Is it regressive or progressive?
- Does it achieve an alternate goal (i.e. parking revenue and TDM)?
- Possible unintended consequences? i.e. impact on other agencies/ communities

Outcome: SWOT of all current and potential revenues sources with associated amounts they could potentially generate.

Pre-Work: First, Council should review the notes from prior phases of this process and second, Council should consider SWOT's of current and future funding sources.

Related Documents: Predictable Funding of Local Government notes 12-18-19; Historical and Potential Revenue Information and Chart; Future Funding Worksheet

3:00 – 3:15 Break

3:15 – 4:30 **Step 3: Identify/Match Funding Sources with Expenditures**

Purpose: During this phase, expenditures and funding will be combined to identify the most appropriate type of funding for identified expenditures utilizing the SWOT analysis. Once again, the framework utilized above will be used to guide this discussion.

- **Core services**, more or less of what we already do
- **Programs**, something new in an area we already work in
- **Potential**, something new in an area we do not currently work in

Goal: For Council to identify the appropriate mix of revenues needed to provide the desired expenditures.

Process: Council will discuss the appropriate mix of revenues including the estimated amounts to support identified expenditures.

Outcome: List of desired future expenditures, associated costs, and sources of revenue.

Pre-Work: None

4:30 – 5:00 **Step 4: Implementation Action Steps**

Purpose: For Council to discuss implementation steps for the desired future funding of local government.

Goal: For Council and staff to define clear, actionable steps and a timeline for implementation.

Process: Council will be asked to discuss next steps and a timeline for implementation.

Outcome: A list of clear, actionable next steps and a timeline for implementation.

Pre-Work: None

5:00 Recess Until 8:00 A.M. Tuesday, January 22, 2020

6:00 Dinner – Rendezvous Bistro

Wednesday, January 22, 2020

8:00 – 9:00 **Review, Clarify and/or Complete Work from Day 1**

9:00 – 11:00 **Status of 2019 Council Priorities, 2020-2023 Council Priorities & Work Plan**

- Review 2019 Priorities
- Review 2020 Priorities and Work Plan

Purpose: For Council and staff to review 2019 Council Priorities and set a plan for 2020.

Goal: To celebrate all we have achieved over the last year. Discuss realistic goals/ priorities for 2020-2023, grounded in the time, staff and resources we have. For Council and staff to define clear actionable priorities for 2020-2023.

Process: First, Council will be asked to review and provide feedback on 2019 Council Priorities. Second, Council will discuss goals/priorities for 2020-2023 (5-10 minutes/ person). Third, Staff will present a draft 2020 Council Work Plan and associated Council meetings and Staff time. The Work Plan illustrates that we already have a lot—maybe too much-- to do. How will we accomplish all we want to do? How do we prioritize and focus on doing fewer things really well rather than a lot of things just okay?

Outcome: A list of actionable Council Priorities, direction and next steps for 2020-2023.

Pre-Work: Council should come prepared to discuss their priorities for 2020-2023. Staff recommends Council members identify between 2-4 items considering the following.

- What do you want?
- Why do you want it?
- What would make it successful? Outcomes/Expectations
- What is the Impact to the community? Does it help implement the Comp Plan?
- What action steps need to happen?

Priorities will be placed into these categories:

- Core services-related (e.g., “build a sidewalk”)
- Programs-related (e.g., “build more housing”)
- Potential-related (e.g., “create an environmental health assessment system”)

	Related Documents: 2019 Town Council Priorities Year in Review**;** 2020 Work Plan
11:00 – 11:15	Break
11:15 – 12:00	**Effective Governance and Leadership**

Purpose: For Council and staff to review and discuss the most effective form of governance and leadership to achieve the priorities Council identified including but not limited to the following.

- Roles & Responsibilities (Mayor, Council, Staff, Council Liaisons)
- Relationships & Working Agreements (Council, Staff, and Council Staff Interaction)
- Communication Styles
- Governance is not management, what is the difference?
- How can we work differently to achieve different results?
    - Staff Report Restructuring
    - Council Meeting Structure and Time
    - Work Sessions (Adding 3rd Monday of month 3-6 for Programs & Potential)
    - Planning Only Agendas
    - Shifting away from Councilors being board liaisons
    - Empowering Boards and staff to do more

Goal: For Council and staff to define desired outcomes and action steps to achieve effective governance and leadership throughout the organization.

Process: First, Council will be asked to identify what they would like to achieve in the area of effective governance and leadership. Second, Council and staff will discuss action steps to help implement the desired governance and leadership outcomes.

Outcome: Agreement to begin exploring what others have done to avoid burnout, and to identify actions to take to shift from always saying yes when being asked to do more with the same amount of resources. The group will create a list of actionable items to assist in this process.

Pre-Work: Council will come prepared to discuss their desired future state of effective governance and leadership for the organization and ideas on how to achieve it.

12:00 – 12:45	Lunch Break
12:45 – 2:00	**Effective Governance and Leadership continued**
2:00 – 2:30	**Retreat Summary, Closing Remarks, Next Steps**
2:30 – 5:00	Time allotted for further discussion of items on the agenda.
5:00	Adjourn

Roles and Responsibilities of Elected Officials & Staff

OFFICIAL ROLES

1. Mayor

a. Chief Elected Official
b. Chief Executive of the Municipal Corporation
c. Presides Over Council Meetings
d. Symbolic Head of Town Government (ribbon cutting, baby kissing, etc.)
e. Member of the Town Council (one vote, no veto)
f. Provides Community Leadership

2. Individual Councilmembers

a. Member of the Board of Directors for the Municipal Corporation
b. One Vote

3. Town Council (As a Body)

a. Fiduciary Responsibility (budget/finance)
b. Legislative Responsibility (passes ordinances, resolutions, etc.)
c. Appoints Town Manager, Town Attorney and Municipal Judge
d. Sets Policy and provides strategic direction
e. Provides Community Leadership

4. Town Manager

a. Serves at the pleasure of the Town Council
b. Chief Administrative Officer
c. Manages the day to day affairs of the Town government
d. Provides policy advice to Town Council
e. Implements policy and enforces municipal ordinances
f. Hires and fires all Town employees except for Town Attorney and Municipal Judge

5. Town Attorney

a. Serves at the pleasure of the Town Council
b. Provides legal and policy advice to Town Council and Planning Commission
c. Provides legal advice to Town Staff

6. Town STAFF

a. Serve at the pleasure of the Town Manager
b. Provides support, research, and professional opinions

7. COUNCIL LIAISONS

a. Attend meetings of assigned groups/departments and remains informed of issues affecting that group
b. Shares pertinent information with Council
c. Does not represent Council's opinion or position unless a vote of Council has been taken

GOVERNANCE ROLES

1. Mayor

a. Pays attention to the proceedings
b. Keeps discussion focused on the issue
c. Allows participation by all interested parties
d. Enforces meeting protocol and ground rules
e. Keeps the meeting moving forward, without getting "bogged down" in minutia
f. Uses gavel effectively
g. Moves the discussion – provide guidance and "nudging"
h. Checks with the Council for agreement and/or concerns
i. Monitors for repetition –asks for a vote when discussion begins to repeat itself
j. Gives everyone a chance to be heard
k. Serves as sidetrack monitor "That's a good idea, but the issue is…."
l. Serves as the "Policy Reminder" and "Micromanagement Monitor" - asks the Council if discussion is becoming too detailed and task should be delegated to management
m. Enforces Council ground rules including: no personal attacks, don't be redundant, don't twist the facts, don't attack staff, maintain civility
n. Trust the Council and staff – assume positive intent
o. Be the summarizer – help define the question

2. Town Council

a. Does their homework
b. Stands for something
c. Is willing to engage in meaningful debate, even if it feels like conflict
d. Acts businesslike
e. Shows respect to other Councilmembers
f. Shows respect to the Staff and is fair in dealings with them
g. Does not confuse their role as policymakers with that of staff's job
h. Works in the best interest of the community (vs. agenda for personal gain)
i. Stays focused on the discussion
j. Follows meeting protocol and ground rules
k. Supports the Mayor and helps him/her with their job
l. Considers all information
m. Expresses political opinion
n. Politically involved
o. Makes 'big picture' decisions
p. Does not engage in debate with the public at meetings

3. Staff

a. Town Manager is Chief Administrative Officer
b. Provides professional research, information, tools and options
c. Stays objective and does not lobby or take sides
d. Implements policy effectively
e. Politically informed
f. Figures out the details

TOWN COUNCIL WORKING AGREEMENTS

We establish these working agreements in order to have a shared understanding of how we will move forward with the work that we do for the community, how we will treat one another, what we expect from one another, and to emphasize that we have a shared commitment to civility, compassion, and service as a privilege, not a career.

- **Discussion**
  We agree to:
  - ✓ Avoid grandstanding.
  - ✓ Minimize repetition.
  - ✓ Refrain from back and forth debate.

- **Consensus & Voting**
  We agree to:
  - ✓ Express our opinion and vote.
  - ✓ Work towards consensus when appropriate.
  - ✓ Understand that a split vote is not personal.

- **Respect**
  We agree to:
  - ✓ Not surprise each other or staff at meetings.
  - ✓ Ask our questions of staff in advance of the meeting and notify Town Manager of major concerns.
  - ✓ Act professionally.
  - ✓ Treat our constituents with respect at and away from the lectern.

- **Intentionality**
  We agree to:
  - ✓ Trust each other to have positive intentions.
  - ✓ Thank each other.
  - ✓ Celebrate successes.

- **Fairness and Equity**
  We agree to:
  - ✓ Give equal time and equal information.
  - ✓ Be consistent.
  - ✓ Transparency in our words and deeds.

- **The Body Politic**
  We agree to:
  - ✓ Support the decision and Council even if we voted in opposition.
  - ✓ Not undermine decisions already made.
  - ✓ Refrain from belaboring or lobbying issues with each other or with staff after action has been taken.

Mountain Town Comparison

Town	Total Area	Community Population	FTE's	Budget	General Fund Balance	Dollar$/ Per Resident	Notes
Jackson	2.99 sq./mi.	10,500	176.6	$ 47,030,832	$ 17,691,142	$ 4,479	Added (FTE) Fire/EMS - P&R - Housing - Path -Dispatch
Aspen	3.88 sq./mi.	7,300	285.0	$ 63,334,770	$ 118,626,782	$ 8,676	Property Tax 5.410/mills = $8,452,325
Vail	4.69 sq./mi.	5,400	331.27	$ 50,900,000	$ 34,902,293	$ 9,426	Property Tax 4.69/mills = $5,900,000
Breckenridge	5.99 sq./mi.	5,020	240.98	$ 61,618,856	$ 22,331,019	$ 12,275	Property Tax 5.070/mills = $3,472,449
Steamboat Springs	10.16 sq./mi.	13,000	268.96	$ 49,966,349	$ 14,662,237	$ 3,844	Property Tax 2.0/mills = $1,500,000 (Routt County Fire/EMS)
Park City UT	17.567 sq./mi.	7,558	385.55	$ 92,130,231	$ 22,753,315	$ 12,190	Property Tax 2.123/mills = $10,092,662

Budget numbers shown do not include > Enterprise Funds (Water/Sewer/Airport), > Capital Funds, >Golf Course Funds, Bonds, Redevelopment Authorities. etc.

Comp Plan Updates and Corrective Actions: What's Next?

Category 1 – Key Enhancements

Topic A: Aspire to Big Goals

A positive outcome of the Phase 1 "Are We on Track?" analysis was the identification that some goals are not well enough defined to measure success, and others may not be aspirational enough to drive a better future in a community that has achieved so much already. Staff recommendations are about ensuring each goal in the Plan is aspirational and measurable, adding a GMP target for ecosystem stewardship, and creating a planning structure and public engagement that supports and encourages big ideas.

- A1. Update each of the ten Comprehensive Plan section goals to be aspirational and measurable.
- A2. Update the GMP review structure to have an Ecosystem Stewardship target (2012 GHG), Growth
- Management target (60/40), and Quality of Life target (65%).
- A3. Create a Principle 9.3 that supplements the annual, tactical monitoring and work planning (Principle 9.2) with a commitment to a culture of planning that looks far beyond our current planning models to new ones that directly tackle the challenges that we face now and will in the future.
- A4. Add public engagement, planning processes and outreach policies to Principle 9.2 regarding annual, tactical engagement and Principle 9.3 regarding continuous engagement on community values and aspirational opportunities.

Topic B: Improve Water Quality

The "Are We on Track?" analysis identified decreasing water quality as a negative trend in ecosystem and human health in the community. These recommendations respond to that trend and are greatly influenced by the input from the Teton Conservation District.

- B1. Update Principle 1.2 to focus on enhancing surface and groundwater quality.
- B2. Adopt a strategy to develop a water quality enhancement plan.
- B3. Update Policy 1.2.c to commit to coordinated water quality monitoring with Teton Conservation District.

Topic C: Emissions Reduction and Climate Action Plan

The "Are We on Track?" analysis identified increasing greenhouse gas emissions as one of the key trends from the past seven years. It is important because greenhouse gas emissions change the climate and climate change will affect all aspects of our ecosystem, culture, and economy. The recommendation on this topic is essentially a two-phase approach. First, through this process, we should more clearly set the framework – we need to reduce emissions to limit climate change while also planning for the change that is certain to occur. Second, through a future effort, we should update our principles and policies to respond to that framework and create an action plan to implement the updated principles and policies.

- C1. Update Section 2 goal to speak directly to:
  - Reducing greenhouse gases to limit climate change.
  - Planning for climate change that is certain to occur.
- C2. Adopt a strategy to replace Section 2 with a revised statement of principles and policies around emissions reduction and climate change adaptation.
- C3. Adopt a strategy to develop an Emissions Reduction and Climate Action Plan to implement the revised Section 2.

Topic D: Provide housing options

The "Are We on Track" review identified the continued demand for housing as a key trend. When asked what we need to work on, the provision of housing options was by far the top response. In addition, lack of housing has emerged as an underlying issue in recent Community Health Needs Assessments and the Human Services Plan (currently under development) due to the interrelatedness of housing to many community health and human services issues. Staff's recommendation is to find ways to encourage use of the housing tools that have been developed in order to take action. The community does not want more housing policy they want more housing options.

- D1. Amend Policy 4.3.b to reflect that updated zoning has been adopted in transitional subareas and development is encouraged to utilize the allowances and incentives in that zoning.
- D2. Add a Strategy to make impactful investments in infrastructure and catalyst investments in housing projects

- D3. Add a Strategy to develop neighborhood plans for transitional residential subareas that address easing the transition for existing residents.
- D4. Add a strategy to develop a goal for the human character of the community, including necessary updates to the principles and policies throughout Section 5-8 (Common Value 3).

Topic E: No additional growth/growth areas/growth boundaries

One of the key trends in the "Are We on Track?" review is the success achieved around managing the amount and location of growth. It is no small achievement to shift 20% of the community's development potential from areas of undeveloped habitat to areas of existing infrastructure. The recommended Plan updates indicate the intention to stay the course through documenting decisions made and promoting implementation of the tools in place rather than exploring new tools that might actually undercut the community's largest successes.

- E1. Update Policy 3.1.a to reflect residential and nonresidential caps at pre-2012 development potential.
- E2. Add a policy in Principle 3.1 that creates a priority list of corrective actions to address when lack of housing provision is identified, and clearly state that only the first action is deemed necessary in 2019.
    - 1. Remove barriers and catalyze development in existing high-density zones through impact infrastructure investment and support for projects that utilize housing incentives. (2019)

Topic F: Commit to a shift in how we travel

One of the key trends identified in the "Are we on Track?" review was increasing greenhouse gas emissions. Our travel decisions account for about 80% of our emissions. Per capita vehicle miles traveled have increased since 2012, particularly in the winter and shoulder seasons. The recommended plan updates and future actions are intended to provide a clearer transportation vision to reinforce additional action regarding a shift in how we travel because we can only find alternatives to travel by single-occupancy vehicles if we commit to looking for them.

- F1. Rephrase the Principles and reorganize the policies accordingly
    - 7.1: Reduce vehicle emissions.
    - 7.2: No new SOV capacity, Prioritize bike/walk/bus infrastructure.
    - 7.3: Coordinated, regional transportation planning.
- F2. Refine Chapter 7 to incorporate the ITP as the implementation plan.
- F3. Add a policy about the importance of evaluating outside-the-box transportation solutions

Topic G: Define the economy we want

The "Are We on Track?" review identified that the economic vision for the community is vague but that the growing inequality in the community is likely contrary to the community's economic vision. Just as the past economic performance was hard to gauge, the suggestions for a future economic vision are hard to evaluate without a clear economic vision. Staff's recommendation is that a separate effort is needed to establish a clear economic vision for the community.

- G1. Adopt a strategy to update the employee generation nexus study to look at the full range of employee generation and the full range of associated impacts.
- G2. Adopt a strategy to update Section 6 so that it is clear and consistent with the rest of the Plan.
- G3. Adopt a strategy to develop an Economic Development Plan to implement the updated Section 6.

Topic H: Define the level of service we expect

The "Are we on Track?" review identified health services and improved intergovernmental coordination as priority actions for the community. The current Section 8 calls for a definition of desired level of service and coordination in service delivery, but the community has room for improvement on each. The staff recommendations encourage implementation of the policies already in place and enhancement through additional policies creating stability in funding decisions and regarding appropriate service levels based on location.

- H1. Implement Strategies 8.1.S.1 and 8.1.S.2 to define desired levels of service and prioritize service provision through budgeting.
- H2. Add a strategy to develop a funding Principle that addresses stable funding, additional revenue (if needed), and a policy for how to use SPET.
- H3. Revise Policies 8.1.b and 8.2.a to recommit to working with other governmental agencies and non-governmental organizations to coordinate service delivery.
- H4. Add a strategy to identify appropriate locations for infrastructure before it is needed by projecting the location of growth.

PREDICTABLE FUNDING OF LOCAL GOVERNMENT 12.18.19

SWOT analysis demonstrating Council's perspective on Town expenditures

STRENGTHS

- Meet community needs & provide core services well
- Expenditures are relatively predictable
- Employee Housing helps to create solid staffing
- Strong culture in Town for getting things done & confidence to take risks
- Practiced & good at solving problems that are right in front of us

WEAKNESSES

- Complexity & wide/broad range of issues
- People take services for granted
- Only fund new things with what is "left-over"
- Council meeting & travel budget is too high
- Spend a lot on things Town does not have control/understanding about i.e. Joint Departments
- Talk about priorities, Comp Plan and Town business in "Insider Language"
- Need to improve communication so community has confidence there is forward momentum
- Focus on planning over other departments and priorities
- Lack of forward thinking

OPPORTUNITIES

- Shifting role of boards/commissions (i.e. delegating land use items to planning commission)
- Connecting future funding conversations with priority-based budgeting
- Considering future & what will potentially arise proactively; What are we *not* doing?
- Agenda Audit / Time Audit / Staff Report Audit
- Being open/willing to have different conversations
- Level-of-service expectations based on value
- Time in Council meetings for Directors to share about what is happening in their departments

THREATS

- Always being asked to do more with the same or fewer resources
- Revenue has historically matched expenditures, but may not always
- Shift to priority-based budget & potential of less transparency than w/ line-item budget
- Council/Staff time & energy constraints (If I do this *new* thing, what should I not do?)
- Hearing only the loudest voices who rarely represent the majority
- Level-of-service expectations based on value

SWOT analysis demonstrating Council's perspective on Town revenues

STRENGTHS

- Consistent method of funding since the '70s
- Visitors pay a direct share to fund our Town
- Teton County is the only non-mineral county in Wyoming sending money to the state
- SPET (special purpose excise taxes for Capital Projects)
- START pursues any & all federal grants possible
- Sales tax continues to grow with inflation

WEAKNESSES

- SPET w/ no continued funding for operations or administration once something is built
- State maintains a lot of control about what the Town & County receive
- WY does not allow taxes on services & the service industry continues to grow
- Only 20% of local businesses create taxable sales, & that number is shrinking
- People move here and do not contribute tax-wise
- Do not do well matching revenues to cover expenses
- The majority of START is dependent on Federal funding
- De-value our services, charging 25% less than neighboring communities

OPPORTUNITIES

- Opportunity to drive behavior through incentives
- Town levying property tax to cover fire/EMS
- Private philanthropy (i.e. Genevieve Block)
- Creative solutions for sales tax & being more equitable
- Payments in Lieu of Taxes (PILT) or Federal payments to local governments that help offset losses in property tax due to nontaxable Federal lands in their boundaries
- Reevaluating fee structures and comparing to other areas (business licenses, licenses for businesses w/out brick and mortar space)
- Change in tax exemptions for ski tickets and rafting trips (discussion w/ legislature)
- Change to tax exemptions for professional services
- General Revenue penny, 7^{th} cent
- Federal grants for START
- Property Tax & added mills
- Paid parking
- SPET

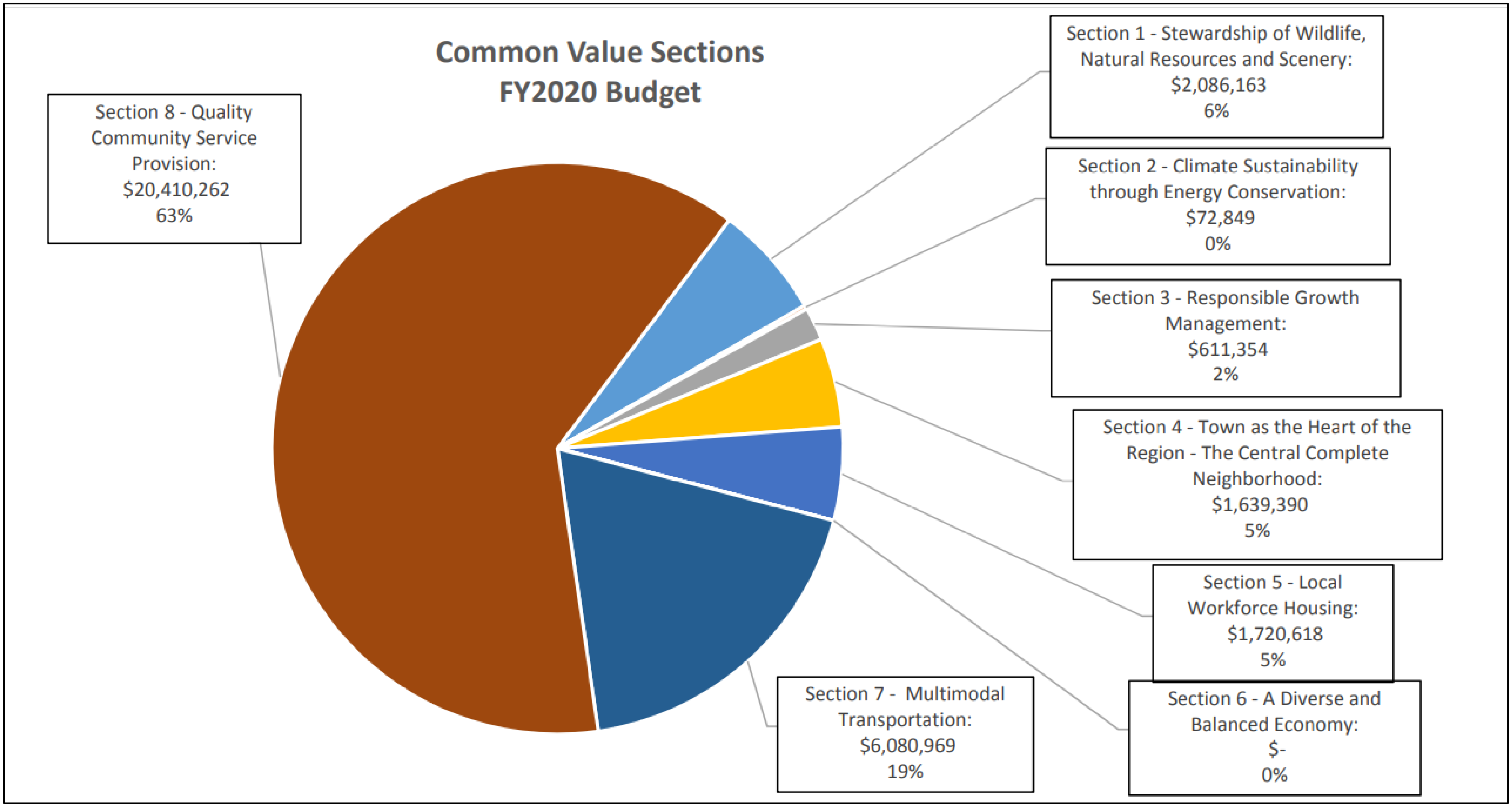
THREATS

- 20^{th} Century funding for 21^{st} Century economy—community grows in sophistication & requests more services, but revenues stay the same & only small % of people contribute to tax base
- Regressive sales tax disproportionate effect on middle & lower classes
- START reliance on Federal subsidies
- State controls what Town gets
- Seasonality complicating efficiencies
- SPET with no backstop for continued operations or admin
- Potential pushback for changing fees

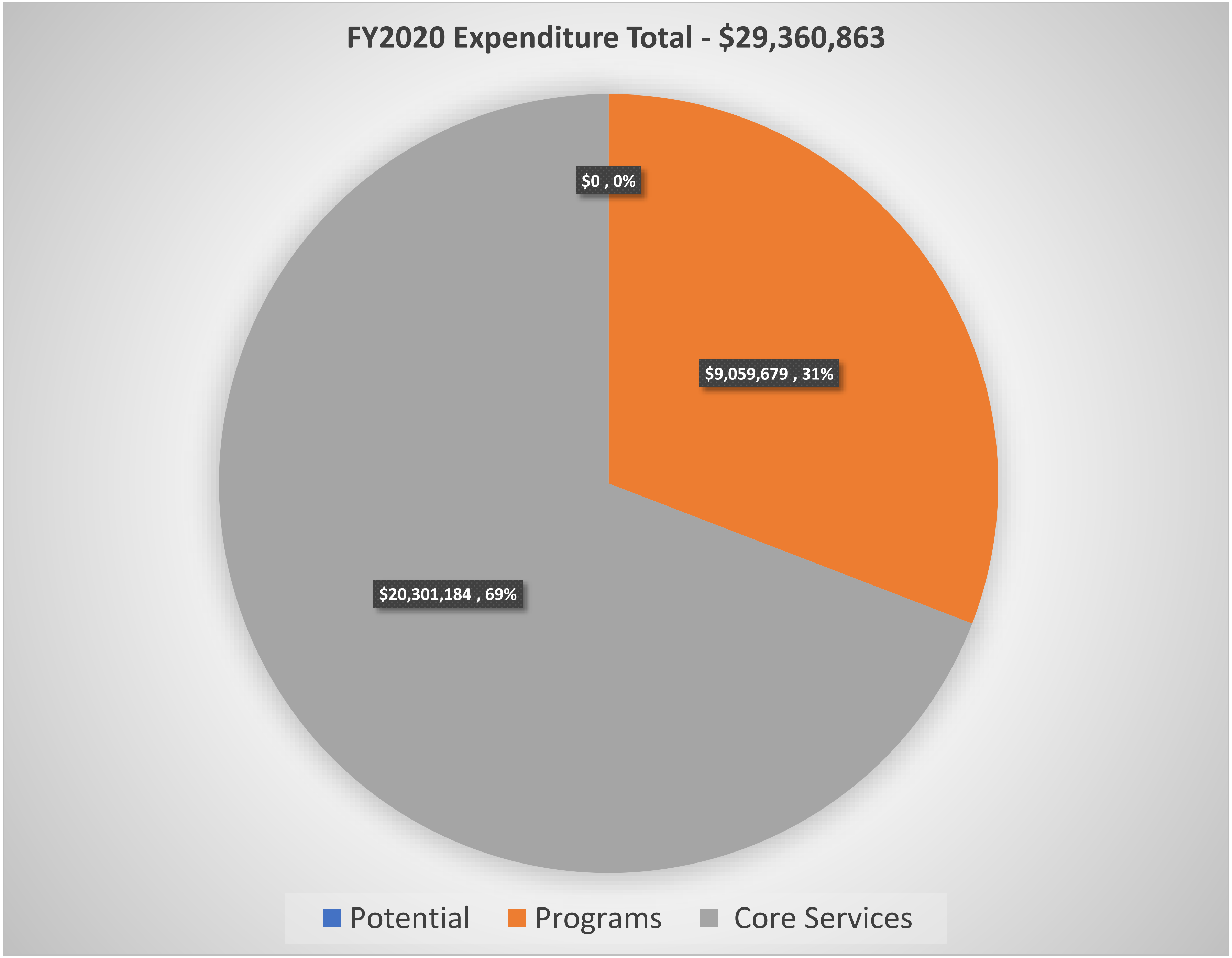
GOALS & ACTION ITEMS

- Being more equitable
- Aligning everything with the Comp Plan
- Diversifying funding sources for when downturns occur
- Increasing funding to support what the community wants to support
- Improved & increased communication/engagement with the community
- Dedicated funding for Housing, Transportation, & Open Space called for in Comp Plan
- Strategic Community Plan to fund priorities in the Comp Plan & create holistic picture
- Considering current fees, & creating a schedule that updates regularly for inflation
- Create a similar graphic as the dollar that explains penny taxes for property tax
- Audit & update of procedures for agendas/staff reports & clarity around impact on staff time
- Having a level-of-service discussion before looking for revenue
- Connecting future funding work with priority-based budgeting
- Being open & willing to have different conversations
- List of all revenues that currently exist
- Assessment of levels-of-service

REVENUE/FUNDING WORKSHEET				
Currently Allowed Revenue Source	**$ - Estimate**	**Who**	**How**	**SWOT**
Sales Tax 4 - cents	$ 10,954,645	Town / County	State Statute – Permanent	
Sales Tax 5th – cent *(spilt 50%-Gen & 50%-Cap)*	$ 4,539,051	Town / County	State Statute – Permanent	
Lodging Tax 2%	$ 1,162,993	Town / County / Community	Local Vote – every 4yrs	
Fee's	$ 3,095,289	Town	Council / Commission – Annually	
Exactions	$ 161,000	Town / County	Council / Commission – Annually	
START Rev's	$ 4,504,789			
Total:	**$21,322,478**			
Currently Allowed but not Utilized				
Additional 1 - cent local option sales tax	$ 7,573,500	Town / County / Community	Local Vote - every 4yrs	
Property Tax – (8-mills)	$ 3,519,310	Town	Council	
Lodging Tax – (2%)	$ 1,162,993	Town / County / Community	Local Vote every 4yrs	
Exactions		Town / County	Council / Commission - Annually	
Other				
Total:	**$12,255,803**			
Not Currently Allowed or Utilized				
Real Estate Transfer Tax	?	State	New State Legislation	
Other				
Total:				



Common Value #1 –	Ecosystem & Stewardship	Budget	%
Section 1 -	Stewardship of Wildlife, Natural Resources and Scenery.	$ 2,086,163	6%
Section 2 -	Climate Sustainability through Energy Conservation.	$ 72, 849	0%
Common Value #2 –	**Growth Management**		
Section 3 -	Responsible Growth Management	$ 611,354	2%
Section 4 -	Town as Heart – The Central Complete Neighborhood	$ 1,639,390	5%
Common Vale #3 –	**Quality of Life**		
Section 5 -	Local Workforce Housing	$ 1,720618	5%
Section 6 -	Diverse and Balanced Economy - *Travel & Tourism Board Lodging Tax - $ 4,807,626*	*$ 0*	*0%*
Section 7 -	Multimodal Transportation	$ 6,080,969	19%
Section 8 -	Quality Community Service Provision	$20,410,262	63%


FY2020 Expenditure Total - $29,360,863
$0 , 0%
$9,059,679 , 31%
$20,301,184 , 69%
Potential
Programs
Core Services

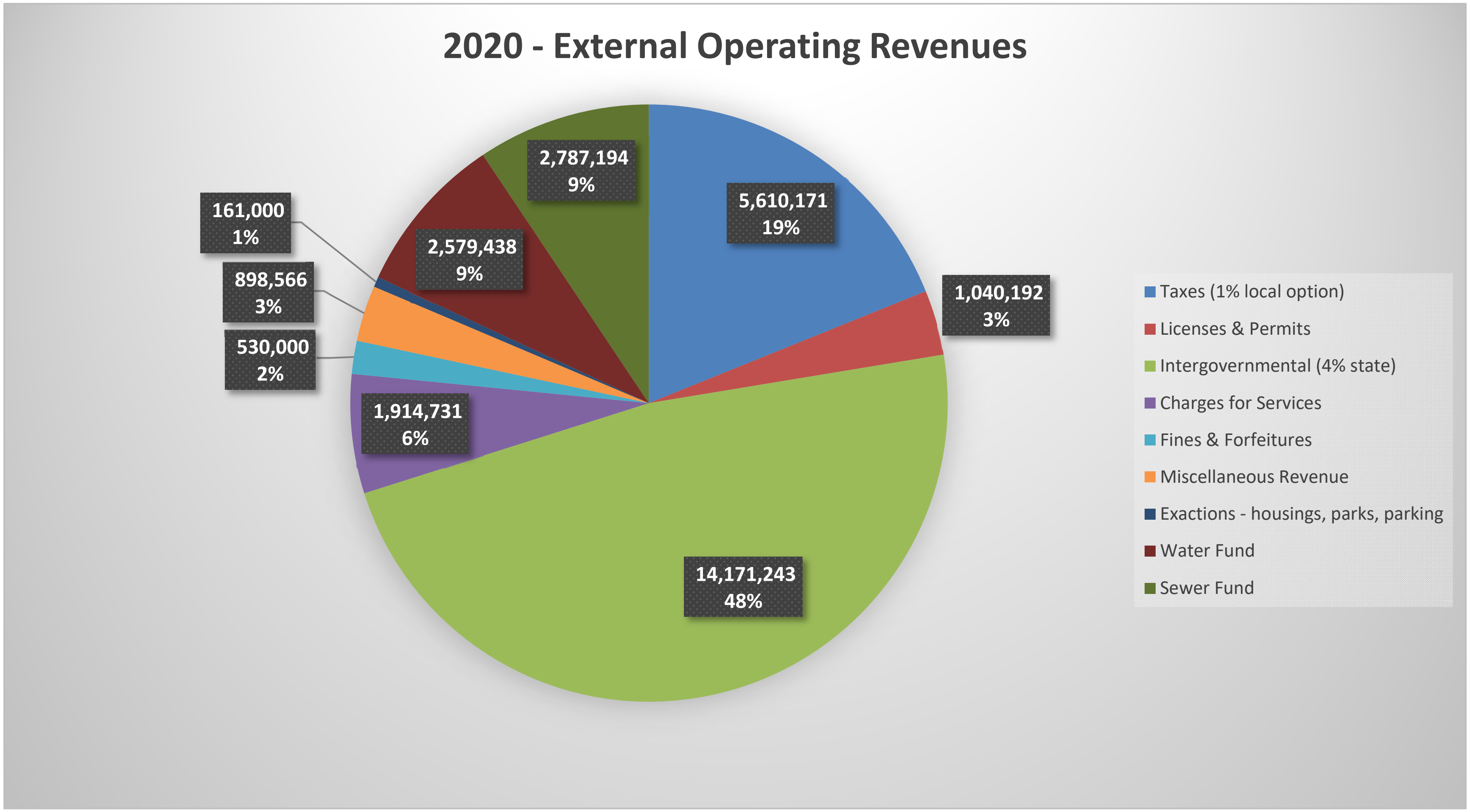
FUTURE FUNDING WORKSHEET

Please fill out considering what you would like to add, subtract, or do differently.

	DESIRED INCREASES OR ADDITIONS	ESTIMATED AMOUNT NEEDED
CORE SERVICES	1. 2. 3. 4.	1. 2. 3. 4.
PROGRAMS	1. 2. 3. 4.	1. 2. 3. 4.
POTENTIAL	1. 2. 3. 4.	1. 2. 3. 4.

External Operating Revenues

Revenue Description	FY2020 Budgeted
Taxes (1% local option)	5,610,171
Licenses & Permits	1,040,192
Intergovernmental (4% state)	14,171,243
Charges for Services	1,914,731
Fines & Forfeitures	530,000
Miscellaneous Revenue	898,566
Exactions - housings, parks, parking	161,000
Water Fund	2,579,438
Sewer Fund	2,787,194
Total	29,692,535



Your Town of Jackson Tax Dollar

4% Sales & Use Tax

4 Pennies

State funding	Est. Total **65,200,000.00**
69% goes to State of WY	WY 44,988,000.00
31% to Counties	TC 55% 11,116,600.00
	TOJ 45% 9,095,400.00

1% Local Option Sales & Use Tax, and SPET

5a

General Local Option

5th Penny

WY - Administration Fee 1% goes to State of WY	Est. Total **16,300,000.00**
	WY 163,000.00
99% TC 55% & TOJ 45%	TC 8,875,350.00

TOJ General Fund	TOJ Spilt	TOJ Capital Fund
3,943,075.95	**7,261,650.00**	**3,318,574.05**

6a

Specific Purpose Excise Tax (SPET)

6th Penny

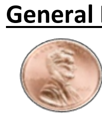
0% goes to State of WY
100% goes to Sponsor Town and/or County

16,300,000.00

Optional 7th Penny

7a

General Local Option



7th Penny

WY - Administration Fee 1% goes to State of WY	Est. Total **17,000,000.00**
	WY 170,000.00
99% TC 55% & TOJ 45%	TC 9,256,500.00
	TOJ Spilt 7,573,500.00

LODGING TAX EXPLANATION

Lodging Tax

> Point of Sale
> Currently at 2% & the max is up to 4%
> 1% goes to WY admin fee

Description	FY2018 Actual	FY2019 Estimated	FY2020 Budgeted	FY2021	FY2022
10% - General Government	$ 266,620	$ 276,546	$ 290,373		
30% - Visitor Impacts	$ 801,806	$ 832,738	$ 872,620		
60% - (T&TB)	$ 4,397,594	$ 4,567,244	$ 4,807,626		

10% - General Gov	FY2018	FY2019	FY2020	FY2021	FY2022

30% - Visitor Impact	FY2018	FY2019	FY2020	FY2021	FY2022

60% - (T&TB)	FY2018	FY2019	FY2020	FY2021	FY2022

PROPERTY MILLS EXPLANATION

TOJ Property Tax Revenue per Mill

0.5	Mills	$ 219,957	4.5	Mills	$ 1,979,612
1.0	Mills	$ 439,914	5.0	Mills	$ 2,199,569
1.5	Mills	$ 659,871	5.5	Mills	$ 2,419,526
2.0	Mills	$ 879,828	6.0	Mills	$ 2,639,483
2.5	Mills	$ 1,099,785	6.5	Mills	$ 2,859,440
3.0	Mills	$ 1,319,741	7.0	Mills	$ 3,079,396
3.5	Mills	$ 1,539,698	7.5	Mills	$ 3,299,353
4.0	Mills	$ 1,759,655	8.0	Mills	$ 3,519,310

Home Market Value	**$ 1,000,000**	**$ 750,000**	**$ 500,000**	**$ 400,000**	**$ 300,000**
Town of Jackson example					
Current Annual Property Tax	$ 5,420.13	$ 4,065.10	$ 2,710.07	$ 2,168.05	$ 1,626.04
Town Mill Levy Addition	**4.00**	**4.00**	**4.00**	**4.00**	**4.00**
Annual Property Tax Increase	$ 380.00	$ 285.00	$ 190.00	$ 152.00	$ 114.00
Total Tax $	$ 5,800.13	$ 4,350.10	$ 2,900.07	$ 2,320.05	$ 1,740.04

Council Priorities Updated List

Councils 2019 Highest priorities:

- **Priority #1 Strategic Implementation & Engagement Capacity:**
    - Tyler promoted to Community Development Director and Susan hired as Community Engagement Specialist.
- **Priority #2 Housing:**
    - Added 62 new deed restricted housing units in 2019
    - Anticipate adding 73 deed restricted housing units in 2020
    - Anticipate adding 125 deed restricted housing units in 2021
    - Town and County are partnering on 100 deed restricted units right now
    - Supply Program is gaining momentum with the most deed restricted units ever.
    - 2020 Housing supply plan proposes three new partnerships to bring 100 new deed restricted units online in 2022.
    - RFQ for new Housing Nexus study available soon.
- **Priority #3 Predictable Funding of Local Government:**
    - During meetings in August and December, we discussed Phases I & II, and will continue with them and Phases III & VI at this retreat.

Councils 2019 Medium priorities:

- **Priority #4 Improving/Protecting Flat Creek Riparian System:**
    - Preparing to hire consultant for a Storm Water Master Plan update for Town of Jackson.
- **Priority #5 Ecosystem Action Plan & Alignment:**
    - Update in the GMP will help to assist this priority.
- **Priority #6 Mobility Enhancements / Safe Routes to School:**
    - East Hansen Sidewalk project spring/summer 2020
    - Jackson Street (Broadway to Pearl) project (Complete Street) spring/summer 2020
    - North King Street Charter Bus & Gill Sidewalk (Complete Street) spring/summer 2021
    - Meadowlark Lane northside missing link between (HWY 89 and Powderhorn)
    - Three bus shelters constructed
- **Priority #7 Updating Parking Policies:**
    - Downtown Parking Mobility Plan (0 to 2 years) has been adopted.

Councils 2019 Lowest priorities:

- **Priority #8 Karns Meadow:**
    - Draft Management plan – Parks & Rec department
    - Clean-up and monitoring by police
- **Priority #9 Actively Harnessing Community Wisdom & Experience:**
    - Continuous process

TOWN COUNCIL WORK PLAN 2020

PROJECT	STAFF HOURS	ESTIMATED COUNCIL	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER
430/440 W. Kelly	100	2												
SPET Bonding/Project Implementation	40	2												
Future Funding of Local Government	250	5												
Growth Management Plan	250	3												
Human Services Funding Plan	40	2												
Housing Plan Adoption	60	2												
2020 Legislative Session	100	2												
Hillside Regulations	50	4												
Snow King	100	4												
Integrated Transportation Plan	100	3												
START Route Updates & Plan	80	2												
Municipal Code Update & Legal Review	480	6												
FY21 Budget/Priority Based Budgeting	2,250	9												
Virginian Redevelopment	55	3												
Historic Downtown Regulations	40	2												
Water & Sewer Utility Rate Study	300	9												
Community Childcare Study	40	2												
Percent for Art	45	2												
Housing Supply Plan	1000	2												
Stormwater Master Plan	65	2												
Updated Fee Schedule	80	4												
Housing Nexus Study	250	4												
Lawsuit Briefings	50	4												
Unantipcated Items	200	10												
TOTALS	**6025**	**90**												
Election Season														

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
51	ACE HARDWARE	678308	CLIP WIRE ROPE 3/4" GALV, LI	11/19/2019	17.23	.00	
51	ACE HARDWARE	681369	BENT HITCH PIN 5/8"X3"	12/11/2019	7.98	.00	
51	ACE HARDWARE	682852	LAMP PIPE 30" 1/8 BRASS, TAP	12/23/2019	16.97	.00	
51	ACE HARDWARE	682877	CLAMP HOSE 5/16" TO 7/8" SS	12/23/2019	6.79	.00	
51	ACE HARDWARE	682943	KEYS AND LOCKS @ RANGE	12/23/2019	29.95	.00	
51	ACE HARDWARE	684056	PEX CLAMP TOOL 3/8"-1"	01/06/2020	69.99	.00	
51	ACE HARDWARE	684369	SNOW SHOVEL	01/08/2020	69.99	.00	
51	ACE HARDWARE	684580	WTR HTR PAN PLSTC 24", BUS	01/10/2020	59.22	.00	
Total 51:					278.12	.00	
21	ADVANCED INDUSTRIAL SUPP	5180885	GLOVE MECHANIX	12/09/2019	323.99	.00	
21	ADVANCED INDUSTRIAL SUPP	5180886	SAFETY GLASS SOLUSS CLEA	12/09/2019	72.71	.00	
21	ADVANCED INDUSTRIAL SUPP	5180949	SAFETY GLASSES EDGE SMOK	12/09/2019	171.47	.00	
21	ADVANCED INDUSTRIAL SUPP	5180951	SENSOR FOR MX4/VENTIS, FR	12/09/2019	206.41	.00	
21	ADVANCED INDUSTRIAL SUPP	5180969	SAFETY GLASS AMBER LENS A	12/09/2019	2,020.54	.00	
21	ADVANCED INDUSTRIAL SUPP	5180970	SAFETY GLASS CLEAR LENS A	12/09/2019	109.06	.00	
Total 21:					2,904.18	.00	
88	AIRGAS INTERMOUNTAIN INC.	9094395529	BNDSW BLD VPVR	10/23/2019	2,760.70	.00	
88	AIRGAS INTERMOUNTAIN INC.	9094644477	OXYGEN INDUSTRAIL, ACETYL	10/30/2019	99.84	.00	
88	AIRGAS INTERMOUNTAIN INC.	9702055107	CREDIT: RETURN SECMISC	10/24/2019	1,175.00-	.00	
88	AIRGAS INTERMOUNTAIN INC.	9966116328	RENT CYL IND LARGE ACETYL	10/31/2019	108.48	.00	
Total 88:					1,794.02	.00	
5120	ALARMLOGIX	01062020	REFUND BUSINESS LICENSE	01/06/2020	290.00	.00	
Total 5120:					290.00	.00	
5726	AMAZON	139L-4XDW-JN	APPLE LIGHTNING TO DIGITAL	10/23/2019	1,889.79	.00	
5726	AMAZON	1KW4-T79G-LL	ACER RFULL HD 24" IPS MONIT	11/29/2019	2,290.46	.00	
Total 5726:					4,180.25	.00	
383	ANTLER MOTEL, INC.	123119	WINTER HOUSING RENT 8 RO	12/31/2019	9,920.00	.00	
Total 383:					9,920.00	.00	
3487	ARCHITECTURAL BUILDING SU	71051586	DEADLOCKS, LOCKSETS, PUS	12/17/2019	7,149.88	.00	
3487	ARCHITECTURAL BUILDING SU	71052390	SPECIDY SIZE- AIR LOUVERS	12/11/2019	519.12	.00	
3487	ARCHITECTURAL BUILDING SU	71052391	MECHANICAL PUSHBUTTON L	12/11/2019	601.20	.00	
Total 3487:					8,270.20	.00	
1783	AT&T	287259163099	WIRELESS	12/08/2019	1,306.11	.00	
1783	AT&T	287272169264	WIRELESS	12/12/2019	43.23	.00	
1783	AT&T	287272169264	WIRELESS	12/12/2019	43.23	.00	
1783	AT&T	287279795460	WIRELESS	12/11/2019	251.88	.00	
Total 1783:					1,644.45	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
4774	BIG R RANCH & HOME	1418982	MUCK ARTIC SPORT	12/13/2019	134.96	.00	
4774	BIG R RANCH & HOME	1419703	NUTS BOLTS WASHERS	12/18/2019	15.78	.00	
Total 4774:					150.74	.00	
2850	BMV LLC	3424	SHIPPING- WATER SAMPLES	01/07/2020	66.30	.00	
Total 2850:					66.30	.00	
6584	BOSTON, CAROLINE	010320	OVERPAID RENT. MOVED TO	01/03/2020	350.00	350.00	01/03/2020
Total 6584:					350.00	350.00	
3303	BRISTOL, JAMES	6408	ENVELOPES	12/30/2019	440.00	.00	
Total 3303:					440.00	.00	
4473	BROWER PSYCHOLOGICAL SE	1873	EVALUATION	12/23/2019	325.00	.00	
4473	BROWER PSYCHOLOGICAL SE	1873	EVALUATION	12/23/2019	325.00	.00	
Total 4473:					650.00	.00	
4614	C & A PROFESSIONAL CLEANI	FEB 2020- GY	CLEANING SERVICE FEBRUAR	01/14/2020	895.92	.00	
4614	C & A PROFESSIONAL CLEANI	FEB 2020- P.P.	CLEANING SERVICE FEBRUAR	01/14/2020	297.90	.00	
4614	C & A PROFESSIONAL CLEANI	FEB 2020- PW	CLEANING SERVICE FEBRUAR	01/14/2020	1,986.00	.00	
4614	C & A PROFESSIONAL CLEANI	FEB 2020- T.H.	CLEANING SERVICE FEBRUAR	01/14/2019	4,073.68	.00	
4614	C & A PROFESSIONAL CLEANI	JAN 2020- GY	CLEANING SERVICE GYM JANU	12/27/2019	1,026.11	1,026.11	01/07/2020
4614	C & A PROFESSIONAL CLEANI	JAN 2020- P.P.	PARKING GARAGE CLEANING J	12/27/2019	297.90	297.90	01/07/2020
4614	C & A PROFESSIONAL CLEANI	JAN 2020- PW	JANUARY CLEANING PW	12/27/2019	2,317.00	2,317.00	01/07/2020
4614	C & A PROFESSIONAL CLEANI	JAN 2020- T.H.	CLEANING TOWN HALL JANUA	12/27/2019	4,127.24	4,127.24	01/07/2020
Total 4614:					15,021.75	7,768.25	
102	CASELLE INC.	99543	FEBRUARY SUPPORT	01/01/2020	1,800.00	.00	
Total 102:					1,800.00	.00	
447	CDW-GOVERNMENT	VVF3850	WASP WPL614	11/20/2019	1,068.39	.00	
Total 447:					1,068.39	.00	
544	CENTURYLINK	1482807150	307-733-3932	12/19/2019	182.10	.00	
544	CENTURYLINK	307-733-3106	307-733-3106	12/13/2019	37.34	.00	
Total 544:					219.44	.00	
444	CHARLIER ASSOCIATES INC.	1440	consulting fees	12/31/2019	11,767.77	.00	
Total 444:					11,767.77	.00	
6590	CHARTER COMMUNICATIONS	030285211271	INTERNET SERVICES	11/27/2019	84.99	.00	
Total 6590:					84.99	.00	
6114	CLIMB WYOMING	123119	2ND QUARTER PAYMENT	12/31/2019	1,250.00	.00	
Total 6114:					1,250.00	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
812	CODALE ELECTRIC SUPPLY	S6914068.001	HMI SOFTWARE	12/19/2019	1,908.00	.00	
	Total 812:				1,908.00	.00	
260	COMMUNITY SAFETY NETWOR	011620	3RD QUARTER	01/16/2020	700.00	.00	
	Total 260:				700.00	.00	
6475	CONVERGEONE, INC	2325061	HOSTED SERVICES	11/18/2019	5,767.00	.00	
	Total 6475:				5,767.00	.00	
1691	CORE & MAIN LP	L639239	1.5" T10 MTR, METER FLANGE,	12/27/2019	3,105.76	.00	
1691	CORE & MAIN LP	L708578	METER REGISTERS, 3/4 REGIS	12/26/2019	4,496.80	.00	
	Total 1691:				7,602.56	.00	
5002	CUSTOM ELECTRONIC CONSU	121919	CONTRACTOR LICENSE REFU	01/02/2020	155.00	.00	
	Total 5002:				155.00	.00	
6124	DAVID STUBBS	200106	PROJECT SUSAN SCARLATTA	01/06/2020	250.00	.00	
	Total 6124:				250.00	.00	
6593	DAVIS, TYLER	01162020	NO LONGER DOING BUSINESS	01/16/2020	63.00	.00	
	Total 6593:				63.00	.00	
708	DELTA DENTAL PLAN OF WYO	123119	DECEMBER CLAIMS	12/31/2019	7,791.70	7,791.70	01/07/2020
	Total 708:				7,791.70	7,791.70	
2175	DIVISION OF VICTIM SERVICES	01072020	Crime Victim Surcharge	01/07/2020	300.00	.00	
	Total 2175:				300.00	.00	
3408	E.R. OFFICE EXPRESS	14497	Wall calendar and shop ticket hold	12/19/2019	86.92	.00	
3408	E.R. OFFICE EXPRESS	14586	YEAR TABS	01/03/2020	4.46	.00	
3408	E.R. OFFICE EXPRESS	14602	W2 AND 1099 FORMS	01/06/2020	862.54	.00	
	Total 3408:				953.92	.00	
502	ELECTRICAL WHSLE SUPPLY C	S4790394.002	RANV FV-04VE1 FAN SPOT EN	12/20/2019	470.49	.00	
502	ELECTRICAL WHSLE SUPPLY C	S4790394.003	WALL CAP EXHAUST/INTAKE FI	12/23/2019	79.91	.00	
	Total 502:				550.40	.00	
6092	ENERGY 1	29819	PROJ: TOJ WASTEWATER SER	11/26/2019	105.00	.00	
	Total 6092:				105.00	.00	
81	EVANS CONSTRUCTION INC	6115	PROJ: TOJ SALTED SAND 2019-	11/06/2019	18,475.00	.00	
	Total 81:				18,475.00	.00	
668	FREEDOM MAILING SERVICE I	37410	UTILITY BILLING	01/04/2020	888.12	.00	
668	FREEDOM MAILING SERVICE I	37410	UTILITY BILLING	01/04/2020	888.12	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 668:					1,776.24	.00	
1022	GALLS INC.	014578396	UNIFORM	12/20/2019	93.97	.00	
1022	GALLS INC.	014592255	UNIFORM	12/23/2019	153.04	.00	
1022	GALLS INC.	014631622	WOMENS UNIFORM PANTS	12/30/2019	400.50	.00	
Total 1022:					647.51	.00	
806	GARAMAN INC.	DL13855544	PRO PLAN	11/27/2019	.00	.00	
Total 806:					.00	.00	
473	GREENWOOD MAPPING INC.	010620	GIS support sept-Dec19	01/06/2020	720.00	.00	
Total 473:					720.00	.00	
6586	HEADWATER CONSTRUCTION	01032020	RETURN DOUBLE PAYMENT	01/03/2020	290.00	.00	
Total 6586:					290.00	.00	
96	HIGH COUNTRY LINEN	0171357	MATS @ SHELTER	01/01/2020	61.93	.00	
96	HIGH COUNTRY LINEN	0172248	BUILDING MAINTS: TOJ HOME	01/06/2020	7.50	.00	
96	HIGH COUNTRY LINEN	0173523	BUILDING MAINTS: TOJ HOME	01/13/2020	25.31	.00	
96	HIGH COUNTRY LINEN	C0167174	CREDIT	12/06/2019	53.75	.00	
96	HIGH COUNTRY LINEN	S0172772	GARBAGE CAN LINERS	01/09/2020	58.06	.00	
Total 96:					206.55	.00	
6455	HIRST APPLEGATE, LLP	196037	3 CREEK RANCH HOA	01/06/2020	2,383.33	.00	
6455	HIRST APPLEGATE, LLP	196039	TOWN VS TASTEBUDS	01/06/2020	1,720.31	.00	
Total 6455:					4,103.64	.00	
6423	HOWELL, VICKIE	01152020	DOT PHYSICAL REIMBURSE	01/15/2020	90.00	.00	
Total 6423:					90.00	.00	
858	JACKSON HOLE COMMUNITY H	GROUND LEA	174 N. King Street Development	01/08/2020	1,250,000.00	1,250,000.00	01/10/2020
Total 858:					1,250,000.00	1,250,000.00	
67	JACKSON HOLE HISTORICAL S	01062020	3RD QUARTER	01/06/2020	6,250.00	.00	
Total 67:					6,250.00	.00	
6474	JACKSON HOLE LAW, PC	01012020	LEGAL SERVICES	01/01/2020	1,505.10	.00	
Total 6474:					1,505.10	.00	
131	JACKSON HOLE NEWS & GUID	302141	AD#369777 BOARD OPENING D	09/18/2019	208.70	.00	
131	JACKSON HOLE NEWS & GUID	302942	AD#370938 PW OPERATOR	10/02/2019	554.40	.00	
131	JACKSON HOLE NEWS & GUID	302943	AD#370784 COMMUNITY SERVI	10/02/2019	554.40	.00	
131	JACKSON HOLE NEWS & GUID	302944	TRANSIT SUPERVISOR	10/02/2019	554.40	.00	
131	JACKSON HOLE NEWS & GUID	303051	AD#370586 BOARD OPENING	10/02/2019	133.22	.00	
131	JACKSON HOLE NEWS & GUID	304031	AD#372015 PROP 2	10/30/2019	846.72	.00	
131	JACKSON HOLE NEWS & GUID	305806	AD#373641 SENIOR ENGINEER	12/11/2019	376.20	.00	
131	JACKSON HOLE NEWS & GUID	305807	AD#373673 POLICE OFFICER	12/11/2019	376.20	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
131	JACKSON HOLE NEWS & GUID	305808	AD#373789 INFO CORD	12/11/2019	554.40	.00	
131	JACKSON HOLE NEWS & GUID	305972	AD#373775	12/11/2019	29.23	.00	
131	JACKSON HOLE NEWS & GUID	306239	AD#374014	12/18/2019	29.23	.00	
131	JACKSON HOLE NEWS & GUID	306394	AD#374439	12/25/2019	33.40	.00	
131	JACKSON HOLE NEWS & GUID	306395	AD#374438	12/25/2019	29.23	.00	
131	JACKSON HOLE NEWS & GUID	306877	AD#374869	01/01/2020	216.44	.00	
131	JACKSON HOLE NEWS & GUID	306911	AD#374745	01/08/2020	317.30	.00	
131	JACKSON HOLE NEWS & GUID	307034	AD#375009-374868 FARE CHAN	01/08/2020	346.92	.00	
Total 131:					5,160.39	.00	
114	JACKSON LUMBER INC	00520809-001	14x1-.5" CTX CONST LAG SC	12/31/2019	6.07	.00	
114	JACKSON LUMBER INC	00521738-001	8" SPIKES 50LB/BOX	01/06/2020	3.93	.00	
Total 114:					10.00	.00	
3661	JOHNSON, ROBERTS & ASSOC	141770	PHQ REPORT INTERNET	01/07/2020	17.50	.00	
Total 3661:					17.50	.00	
139	JORGENSEN ASSOCIATES, PC	43856	PRj 19027 Teton County Surveyor	01/02/2020	980.00	.00	
Total 139:					980.00	.00	
2522	L.N. CURTIS & SONS	INV311686	TEN CPLD 1.5 NH FRSTRY HOS	08/26/2019	1,500.00	.00	
2522	L.N. CURTIS & SONS	INV312364	ALL AMERICAN HOSE CUSTOM	08/27/2019	614.40	.00	
Total 2522:					2,114.40	.00	
6585	LAWNGEVITY	2122	SHOVEL GROUND ICE MELT, S	11/30/2019	706.99	.00	
Total 6585:					706.99	.00	
5691	LEPCO	38100	SERVICE CALL: REMOUNT RIN	12/11/2019	707.48	.00	
Total 5691:					707.48	.00	
6527	LEXBE INC.	13533R	LEP FLEX PLAN	08/31/2019	525.00	.00	
Total 6527:					525.00	.00	
2224	LOCAL GOV'T LIABILITY POOL	12390	AA-200023 MURPHY	01/03/2020	1,000.00	.00	
Total 2224:					1,000.00	.00	
6487	LOGANSIMPSON	25558	prj 195282 Jackson Growth Mana	12/31/2019	15,693.62	.00	
Total 6487:					15,693.62	.00	
4380	LONG BUILDING TECHNOLOGI	SRVCE010415	SUPPORT	12/20/2019	2,834.00	.00	
Total 4380:					2,834.00	.00	
156	LOWER VALLEY ENERGY INC	20595 123119	92050-078 145 WEST HANSEN	12/31/2019	50.54	.00	
156	LOWER VALLEY ENERGY INC	20595 123119	92050-363 455 VINE	12/31/2019	46.75	.00	
156	LOWER VALLEY ENERGY INC	20595 123119	92050-078 145 WEST HANSEN	12/31/2019	117.93	.00	
156	LOWER VALLEY ENERGY INC	20595 123119	92050-345 930 SIMON	12/31/2019	195.61	.00	
156	LOWER VALLEY ENERGY INC	20595 123119	92050-381 915 SIMON	12/31/2019	218.59	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
156	LOWER VALLEY ENERGY INC	20595 123119	92050-106 940 SIMON	12/31/2019	243.06	.00	
156	LOWER VALLEY ENERGY INC	20595 123119	92050-370 2022 WILDFOWER	12/31/2019	184.06	.00	
156	LOWER VALLEY ENERGY INC	20595 123119	92050-079 145 WEST HANSEN	12/31/2019	117.03	.00	
156	LOWER VALLEY ENERGY INC	20595 123119	92050-364 65 VIRGINIAN LANE	12/31/2019	36.01	.00	
156	LOWER VALLEY ENERGY INC	20595 123119	92050-333 174 N KING	12/31/2019	652.25	.00	
156	LOWER VALLEY ENERGY INC	20595 123119	92050-374 455 VINE	12/31/2019	81.86	.00	
156	LOWER VALLEY ENERGY INC	20595 123119	92050-079 145 WEST HANSEN	12/31/2019	16.22	.00	
156	LOWER VALLEY ENERGY INC	20595 123119	92050-368 455 VINE	12/31/2019	83.71	.00	
156	LOWER VALLEY ENERGY INC	20595 123119	92050-079 145 WEST HANSEN	12/31/2019	37.84	.00	
156	LOWER VALLEY ENERGY INC	20595 123119	92050-367 455 VINE STREET	12/31/2019	116.12	.00	
156	LOWER VALLEY ENERGY INC	20595 123119	92050-079 145 WEST HANSEN	12/31/2019	63.02	.00	
156	LOWER VALLEY ENERGY INC	20595 123119	92050-364 65 VIRGINIAN LANE	12/31/2019	104.28	.00	
Total 156:					2,364.88	.00	
3932	MILLER SANITATION	14996	START BUS ROUTE TRASH CA	12/23/2019	315.00	.00	
Total 3932:					315.00	.00	
5870	ONE 22, INC.	4366	Focus Group	11/05/2019	454.98	.00	
Total 5870:					454.98	.00	
6440	OPS STRATEGIES	19058	Project 19-33 Childcare study	12/27/2019	3,593.75	.00	
6440	OPS STRATEGIES	19059	PUBLIC WORKS GIS	12/27/2019	1,980.00	.00	
Total 6440:					5,573.75	.00	
6565	OUTPOST PROPERTY MANAGE	01032020	REFUND STR APPLICATON 549	01/03/2020	63.00	.00	
6565	OUTPOST PROPERTY MANAGE	01032020B	REFUND STR APPLICATION 54	01/03/2020	63.00	.00	
6565	OUTPOST PROPERTY MANAGE	01032020B	REFUND STR APPLICATION 54	01/03/2020	63.00	.00	
Total 6565:					189.00	.00	
3006	PORTIS GROUP,LLC	7686	SHELTER POSTERS	12/31/2019	165.00	.00	
3006	PORTIS GROUP,LLC	7687	WINTER SCHEDULES 2019-202	12/31/2019	90.00	.00	
Total 3006:					255.00	.00	
4371	PROFORCE LAW ENFORCEME	396731	TSR CART	12/31/2019	6,675.10	.00	
Total 4371:					6,675.10	.00	
6594	PROTERRA	1013677	50% PROGRESS BILLING CHAR	01/14/2020	265,750.00	.00	
Total 6594:					265,750.00	.00	
3462	QUINN, THOMAS	010720	REFUND OVERPAYMENT LIFE I	01/07/2020	26.80	.00	
3462	QUINN, THOMAS	010720	REFUND OVERPAYMENT LIFE I	01/07/2020	26.80	.00	
Total 3462:					53.60	.00	
1839	RAFTER J IMPROV/SERV DIST	4580	WATER @ ANIMAL SLTR	01/01/2020	146.43	.00	
Total 1839:					146.43	.00	
6284	RAUDMAN, RENEE	011520	REIMBURSE FOR CLEANING S	01/15/2020	12.70	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 6284:					12.70	.00	
4198	RESPOND FIRST AID SYSTEMS	160197	FIRST AID KIT SUPPLIES	01/09/2020	49.82	.00	
Total 4198:					49.82	.00	
5810	RICH BROADCASTING (SV/JX)	19120285	WINTER PARKING ADS	12/31/2019	924.00	.00	
5810	RICH BROADCASTING (SV/JX)	19120286	WINTER PARKING ADS	12/31/2019	924.00	.00	
5810	RICH BROADCASTING (SV/JX)	19120287	WINTER PARKING ADS	12/31/2019	924.00	.00	
5810	RICH BROADCASTING (SV/JX)	19120288	WINTER PARKING ADS	12/31/2019	672.00	.00	
5810	RICH BROADCASTING (SV/JX)	19120289	WINTER PARKING ADS	12/31/2019	672.00	.00	
Total 5810:					4,116.00	.00	
6064	ROBERT DAVIDSON CONSTRU	01032020	RETURN OVERPAYMENT	01/03/2020	31.00	.00	
Total 6064:					31.00	.00	
1430	ROBINSON, ROXANNE DEVRIE	011520	ORIENTATION LUNCH	01/15/2020	95.50	.00	
Total 1430:					95.50	.00	
4720	SILVERSTAR	2302136	INTERNET	01/01/2020	260.00	.00	
4720	SILVERSTAR	2302136	INTERNET	01/01/2020	2,017.79	.00	
4720	SILVERSTAR	2302136	INTERNET	01/01/2020	36.14	.00	
Total 4720:					2,313.93	.00	
5460	SMITH, CHRISTIAN	011320	UNIFORM BOOTS	01/13/2020	100.00	.00	
Total 5460:					100.00	.00	
4699	SNAKE RIVER ROASTING	623482	COFFEE	01/02/2020	97.90	.00	
4699	SNAKE RIVER ROASTING	623486	COFFEE	01/02/2020	48.95	.00	
4699	SNAKE RIVER ROASTING	623596	COFFEE	01/08/2020	97.90	.00	
4699	SNAKE RIVER ROASTING	623772	COFFEE	01/15/2020	97.90	.00	
Total 4699:					342.65	.00	
4931	SNOW KING HOTEL	236990	Town of Jackson Meeting	12/19/2019	1,384.70	.00	
Total 4931:					1,384.70	.00	
3961	SPECTRUM	030285212271	150 E PEARL	12/27/2019	84.49	.00	
Total 3961:					84.49	.00	
241	ST JOHN'S HOSPITAL	50000224	CHEM & LAB	01/13/2020	260.00	.00	
Total 241:					260.00	.00	
4990	Swagit Productions, LLC	14418	VIDEO STREAMING	12/31/2019	1,775.00	.00	
Total 4990:					1,775.00	.00	
6587	T H CARPENTRY	01032020	RETURN OVERPAYMENT	01/03/2020	25.00	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 6587:					25.00	.00	
2113	TETON COUNTY HOUSING AUT	01102020	WIND RIVER ROOF REPAIRS	01/10/2020	146,160.00	.00	
Total 2113:					146,160.00	.00	
1227	TETON COUNTY SCHOOL DIST	011520	BUS SHELTERS	01/15/2020	139,413.60	.00	
Total 1227:					139,413.60	.00	
55	TETON COUNTY SHERIFF'S-JAI	558	DECEMBER INMATES	01/05/2020	1,224.00	.00	
Total 55:					1,224.00	.00	
3162	TETON TRASH REMOVAL, INC.	20 JAN 819	145 WEST HANSEN 2B	01/01/2020	45.50	.00	
Total 3162:					45.50	.00	
154	THE CHILDREN'S LEARNING C	01062020	3RD QUARTER CONTRACT	01/06/2020	25,350.00	.00	
Total 154:					25,350.00	.00	
284	THOMPSON PALMER & ASSOCI	72335	audit	12/31/2019	32,000.00	.00	
Total 284:					32,000.00	.00	
3955	THOMSON WEST	841562139	WEST INFORMATION CHARGE	01/01/2020	446.92	.00	
3955	THOMSON WEST	841562139	WEST INFORMATION CHARGE	01/01/2020	446.93	.00	
3955	THOMSON WEST	841651400	LIBRARY PLAN CHANGES	01/04/2020	45.00	.00	
Total 3955:					938.85	.00	
6591	T-MOBILE	967529416 121	MOBILE INTERNET	12/21/2019	121.66	.00	
Total 6591:					121.66	.00	
5298	TOOLSON TELEPHONE, INC	7726	CITY SHOPS FIBER PROJECT	12/18/2019	7,469.88	.00	
Total 5298:					7,469.88	.00	
5038	TREFONAS LAW, P.C.	010420	INVOICE THROUGH 010420	01/04/2020	269.14	.00	
Total 5038:					269.14	.00	
6199	UHL, ANGIE	011620	TUITION REIMBURSE	01/16/2020	780.21	.00	
Total 6199:					780.21	.00	
777	UPPER CASE PRINTING INK	15352	UTILITY BILLS & ENVELOPES	01/02/2019	1,483.24	.00	
777	UPPER CASE PRINTING INK	15352	UTILITY BILLS & ENVELOPES	01/02/2019	1,483.24	.00	
Total 777:					2,966.48	.00	
293	US POSTAL SERVICE	012020	Brm permit	01/16/2020	690.00-	.00	
293	US POSTAL SERVICE	012020	Brm permit	01/16/2020	690.00	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 293:					.00	.00	
6592	VAZQUEZ-FLORES, ALEJANDR	011520	bail refund 18-03-0380	01/15/2020	740.00	.00	
Total 6592:					740.00	.00	
1949	VERIZON WIRELESS	9845425619	MONTHLY SERVICES	01/01/2020	7,535.11	.00	
Total 1949:					7,535.11	.00	
6319	VIRGINIAN VILLAGE CONDO H	237	2020 HOA DUES	01/08/2020	540.00	.00	
6319	VIRGINIAN VILLAGE CONDO H	237	2020 HOA DUES	01/08/2020	540.00	.00	
Total 6319:					1,080.00	.00	
517	WAM	16473	WWC REGISTRATION PARDEE	01/08/2020	230.00	.00	
517	WAM	16473	WWC REGISTRATION SCHECT	01/08/2020	230.00	.00	
Total 517:					460.00	.00	
563	WESTBANK SANITATION	3303370	940 Simon Lane	01/01/2020	99.40	.00	
563	WESTBANK SANITATION	3304879	BUNK HOUSE	01/01/2020	583.55	.00	
Total 563:					682.95	.00	
472	WHITE GLOVE CLEANING, INC.	6029	CLEAN SHELTERS	12/31/2019	2,261.36	.00	
Total 472:					2,261.36	.00	
6497	WINTER & COMPANY	22694	Town of Jackson Character Distrci	12/30/2019	12,815.00	.00	
Total 6497:					12,815.00	.00	
2547	WYOMING FINANCIAL INSUAN	14113	ELIGIBILITY NOTICES	01/09/2020	36.00	.00	
Total 2547:					36.00	.00	
406	WYOMING LAW ENFORCEMEN	01072020	24 STATE STATUTE CASES	01/07/2020	120.00	.00	
406	WYOMING LAW ENFORCEMEN	U-11114	GLOCK ARMORERS' COURSE	09/30/2019	55.00	.00	
Total 406:					175.00	.00	
2034	WYOMING TAXPAYERS ASSOC	00427	2020 MEMBERSHIP LARRY PAR	01/01/2020	195.00	.00	
Total 2034:					195.00	.00	
1764	WYOMING.COM INC	1919679	DOMAIN HOSTING	01/06/2020	5.00	.00	
Total 1764:					5.00	.00	
2842	YELLOW IRON EXCAVATION, L	42679	915 SIMON LANE TRASH REMO	12/31/2019	32.00	.00	
2842	YELLOW IRON EXCAVATION, L	42689	174 N KING TRASH REMOVAL	12/31/2019	32.00	.00	
2842	YELLOW IRON EXCAVATION, L	42749	455 VINE street	12/31/2019	17.50	.00	
2842	YELLOW IRON EXCAVATION, L	42749	455 VINE street	12/31/2019	17.50	.00	
2842	YELLOW IRON EXCAVATION, L	42749	455 VINE STREET	12/31/2019	17.50	.00	
2842	YELLOW IRON EXCAVATION, L	42749	455 VINE street	12/31/2019	17.50	.00	
2842	YELLOW IRON EXCAVATION, L	42864	TRASH REMOVAL @ ANIMAL S	12/31/2019	120.00	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
2842	YELLOW IRON EXCAVATION, L	42867	TRASH REMOVAL @ START	12/31/2019	160.00	.00	
Total 2842:					414.00	.00	
Grand Totals:					2,077,617.87	1,265,909.95	

Dated: ______________________________

Mayor: ______________________________

City Council: ______________________________

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City Recorder: ______________________________

City Treasurer: ______________________________

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

TOWN OF JACKSON
AGENDA DOCUMENTATION

SUBMITTING DEPARTMENT: Town Clerk **PRESENTER**: Sandy Birdyshaw

MEETING DATE: February 21, 2020

SUBJECT: **Malt Beverage Permit Request – Jackson Hole Women's Hockey**

STATEMENT/PURPOSE
The Town Council, as the local liquor licensing authority, approves the issuance of all malt beverage permits.

BACKGROUND/ALTERNATIVES
The Jackson Hole Women's Hockey has applied for two (2) malt beverage permits for the women's hockey tournament to be held at the Snow King Sports & Events Center on Friday and Saturday, January 31 and February 1, 2020.

JH Women's Hockey will have a donated keg and purchase a discounted keg for the 2 day tournament. These malt beverage permits will allow the Hockey League to sell the beer according to state and local liquor laws.

Section 12-4-502(a) of Wyoming Statutes provides for the issuance of temporary liquor permits:

> A malt beverage permit authorizing the sale of malt beverages only may be issued by the appropriate licensing authority to any responsible person or organization for sales at a picnic, bazaar, fair, rodeo, special holiday or similar public gathering. No person or organization holding the special permit shall sell any alcoholic liquor other than malt beverages on the premises described on the permit, nor shall any malt beverage be sold or consumed off the premises authorized by the permit.

The applications have been reviewed by the Police Department and Town Clerk.

COMPREHENSIVE PLAN ALIGNMENT
This application was processed according to Title 12 of the state statutes, and as related to the Comprehensive Plan Policy 8.1.a. the delivery of quality levels of service to the community and the decisions related to temporary liquor permits also have a direct correlation to the health, safety, and welfare of the community as discussed in Section 8.

STAKEHOLDER ANALYSIS
Stakeholders include the Town Council as the local licensing authority regulating alcohol and malt beverages, the JH Women's Hockey League who will be responsible for the service of beer, and the hockey audience who may or may not enjoy the spirituous beverage and its effects.

FISCAL IMPACT
Malt beverage permit fees of $100.00 will be deposited to the general fund.

STAFF IMPACT
Staff impact includes reviewing the applications, communicating with applicant and obtaining information to provide in the staff report, presenting to Council, and if approved, printing permits and issuing them. Staff impact could extend to the Police Department if participants get unruly.

LEGAL REVIEW
N/A

ATTACHMENTS
Malt Beverage Permit Application

RECOMMENDATION
Staff recommends approval of the requested malt beverage permit, subject to the following conditions and restrictions:

1. The applicant shall take all measures necessary to comply with all applicable alcohol dispensing laws and regulations, including the prevention of sales to minors and the prohibition of consumption off of the authorized premises.
2. Only 16oz or smaller plastic cups will be used.
3. Every sale will include an age verification by checking IDs.
4. No more than 2 beers may be sold to any one person in a transaction.
5. There will be no serving of alcohol to obviously intoxicated people.
6. Permit holder shall be responsible to be alert and report any instances of underage drinking to the Jackson Police by calling 733-2331.
7. Beer sales will cease within thirty (30) minutes of the end of the last hockey game, or at 10:00 p.m., whichever occurs first.

SUGGESTED MOTION
I move to approve the issuance of two (2) malt beverage permits to the Jackson Hole Women's Hockey for the women's hockey tournament on January 31, 2020 from 6:00 P.M. to 10:00 P.M. and February 1, 2020 from Noon to 10:00 P.M., subject to the conditions and restrictions listed in the staff report.

24-HOUR ALCOHOLIC BEVERAGE PERMIT APPLICATION

An application for authorization to sell or serve alcoholic beverages at an event under the temporary permit-type selected below.

Fee $ 100.00
Date Pd: 1-9-2020 593 Shellie

APPLICANT.

Name of Person Requesting Permit: *please print*	Hadden Goodman
Organization:	JH Women's Hockey
Phone:	413-1849

EVENT INFORMATION. Complete the following information about the event.

Name of Event:	JH Women's Hockey Tournament	Purpose:	Recreation
Held at:	Snow King Sports & Event Center *business name*	List Date(s) and Hours that Alcohol will be Available:	Jan 31, 2020 6-10 pm Feb 1, 2020 - 12-10pm
Address:	100 E Snow King *location to be permitted*		
Anticipated number of attendees at any given time:	250		

SELECT THE TYPE OF 24-HOUR PERMIT. Refer to Application Packet for details about each permit.

☐ **CATERING PERMIT** - *allow 3 days for processing*

$20.00 per day

For the sale or serving of alcoholic product which was purchased from the retail or resort liquor license holder who authorized this permit application.

This permit must be agreed to and authorized by a current retail or resort liquor license holder.

Name of Retail or Resort Liquor License Holder:

Authorized Signature:

Print Name:

☒ **MALT BEVERAGE PERMIT** - *allow 21 days for processing*

$50.00 per day

For the sale or serving of only malt beverages.

☐ **MALT BEVERAGE PERMIT FOR A MICROBREWERY** - *allow 21 days for processing*

Permitted Microbrewery Only

$50.00 per day

For the sale or serving of only the microbrewery's own brewed malt beverage product away from their licensed premises.

Authorized Signature:

Print Name:

☐ **MANUFACTURER'S OFF-PREMISES PERMIT** - *allow 21 days for processing*

Licensed Manufacturer Only

$50.00 per day

For the sale or serving of only the manufacturer's own Wyoming manufactured product away from their licensed premises.

Authorized Signature:

Print Name:

All permit holders are responsible for abiding by all applicable alcohol dispensing regulations. These regulations include, but are not limited to:

- Confirm age of participants by checking identification; ensure minors are not served alcohol.
- Complimentary alcohol is not available for self-service.
- Control pouring to curb overserving individuals.
- Prohibit participants from leaving the permitted location with alcohol.
- Non-alcoholic beverage options are encouraged.

By filing this application, I agree to comply with State and Local Liquor Regulations regarding the sale and service of alcoholic beverages.

Applicant's signature   1/9/20 *Date*

Fax to Town Clerk 739-0919   Rev. JAN2020