

Special Town Council Workshop

May 13, 2019

9:00 AM

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. DISCUSSION / ACTION ITEMS:

- A. WAM Summer Conference Voting Delegate
- B. Town of Jackson Budget
- C. SPET Process & Discussion - *No public comment will be taken during this time, a future meeting will be held including public comment.*

III. UPCOMING WORKSHOPS

May 13	1:30-5pm	Special JIM - Joint Dept Budgets + JIM items (at County)
May ?		Set joint meeting for Melody Ranch Townhome Roof Issue Discussion?
May 20	9am-Noon	Special Workshop - Town of Jackson Budget
May 20	3:00pm	Regular Workshop

IV. 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.



Wyoming
Association of
Municipalities
Building Strong Communities

TO: **All Mayors**

FROM: Earla Checchi, Finance Manager

SUBJECT: **Voting Delegates for the 2019 WAM Summer Convention**

DATE: February 27, 2019

We are requesting that your municipality's governing body appoint its **Official Voting Delegate** and **alternate** to WAM's Summer Convention Business Meeting, held Thursday, June 13, 2019 in Sheridan. Items that your Voting Delegate will be voting on may include: By-law changes, Resolutions, Membership Dues. **Any** individual member of the association is entitled to speak during the June business meeting. However, when a vote is taken on any action the official voting delegate, or the alternate, is the **only one allowed to vote** for the city or town. Any elected or appointed official/staff may be designated by the city/town as its official voting delegate.

Please complete the attached form and email, mail or fax it to WAM by Friday, May 17. We appreciate your cooperation and prompt action on this matter to ensure that each municipality is represented by a person who has been duly authorized by your governing body to take an active role in the business meeting.

If you find your official delegate is not able to attend the conference at the last moment, you may re-appoint someone else. For this change to be accepted we do need the change **in writing**. You may send/fax it to the WAM office by **Friday, May 17** or your voting delegate may bring the written change/authorization to the convention and submit it to the WAM registration desk **by Wednesday, June 12 before 12:00pm**. After that time, changes will not be accepted.

Please contact us with any questions.

Ensure YOUR community has a VOICE and a VOTE at the June business meeting!

**WYOMING ASSOCIATION OF MUNICIPALITIES
2019 WAM SUMMER CONVENTION
OFFICIAL VOTING DELEGATE FORM**

The following person has been selected as the ***Official Voting Delegate*** for the 2019 WAM Summer Convention Business Meeting in Sheridan, Thursday, June 13, 2019.

City/Town: _____

Name: _____

Title: _____

Alternate Delegate will be: _____

Title: _____

Date Approved by the City/Town Council: _____

Attest: _____ (City/Town Clerk)

PLEASE EMAIL, MAIL OR FAX TO WAM NO LATER THAN MAY 17, 2019

315 West 27 Street, Cheyenne, WY 82001

Phone (307) 632-0398, Fax (307) 632-1942 or

Email to Earla Checchi at: checchi@wyomuni.org

2019	2020			2021			2022			2023			2024			2025			2026			2027			2028			2029		
Nov	May	Aug	Nov	May	Aug	Nov	May	Aug	Nov	May	Aug	Nov	May	Aug	Nov	May	Aug	Nov	May	Aug	Nov	May	Aug	Nov	May	Aug	Nov	May	Aug	Nov
Election	Aux Election	Aux Election			Draft SPET	Engage	Decision	Outreach	Election	Aux Election	Draft SPET Aux Election	Engage	Decision	Outreach	Election	Aux Election	Draft SPET Aux Election	Engage	Decision	Outreach	Election	Aux Election	Draft SPET Aux Election	Engage	Decision	Outreach	Election			
COLLECTIONS													COLLECTIONS						COLLECTIONS						COLLECTIONS					



BOARD OF COUNTY
COMMISSIONERS



TOWN
COUNCIL

JOINT INFORMATION MEETING AGENDA DOCUMENTATION

SUBMITTING DEPARTMENT: Administration

PRESENTER: Larry Pardee & Alyssa Watkins

MEETING DATE: May 6, 2019

SUBJECT: Specific Purpose Excise Tax (SPET) Process and Discussion

STATEMENT/PURPOSE

The Town Council and County Commission jointly decide on SPET initiatives to be placed on the ballot.

BACKGROUND/ALTERNATIVES

At the March 4, 2019 retreat, staff was directed to bring back a recommendation on a 'stop gap' or 'carry-over' SPET initiative(s) for a special election on November 5, 2019. In order to accomplish this, the ballot resolution language would need to be provided to the Teton County Clerk no later than Wednesday, July 17, 2019.

Staff heard that the Council and Commission were interested in proposing initiatives that would extend the current 1% SPET for a period of two years and that they were interested in Town and County internal projects. The Town Council and County Commission can certainly discuss whether that is still the intent or whether they would like to discuss other options. As noted at the JIM retreat, a 1% SPET brings in approximately \$15M/year.

Staff has gathered information on internal projects from Teton County and the Town of Jackson and those are listed below:

Teton County Sponsored Potential SPET Projects - 2019 Ballot		
Priority	Project Name	Amount
1	Rec Center Expansion Phases 2 & 3	\$17,604,843 - \$21,038,943
2	Recycling Infrastructure Improvements	\$2,500,000
3	JH Fire/EMS Apparatus	\$1,600,000
4	Teton County Courthouse Improvements - Design	\$950,000
5	Wildlife Crossings Master Plan Implementation- Design & Right of Way Acquisition	\$2,500,000
6	Highways 22/390 Community Priorities Improvements (transit/bike/ped improvements)	\$7,500,000
7	Fairgrounds - Land Purchase	\$4,500,000
	Total All Projects - \$37,154,843 - \$40,588,943	
Town of Jackson Sponsored Potential SPET Projects - 2019 Ballot		
Priority	Project Name	Amount
1	Community Housing Opportunity Funds	5,500,000
2	Core Services Vehicle Maintenance Facility	15,975,550
3	Gregory Lane - Safe Routes to School and Related Infrastructure	10,593,460
4	Winter Street Mobility and Snow Storage	7,500,000
5	Downtown Water Quality Improvement Infrastructure	3,450,000
6	Community Park and Ride	3,750,000
7	Community Restrooms	3,875,000
	Total	50,644,010

Decision Points for Consideration

- Discussion of a more predictable election cycle for future SPET initiatives once this current slate of projects has been determined and acted on.
- Bundle some, all, or none of the individual initiatives.
- Placing a project(s) totaling \$30M on the ballot or totaling more than \$30M.
- Confirm whether there is interest in approximately 2 years of collections or more years of collections.

- Propose a 1% SPET or increase to a 2% SPET
- Which projects to put forward to the voters for consideration.

The Council and Commission have many options available to them.

1. Discuss the initiatives proposed by staff and direct staff to bring forward the specific ongoing fiscal and staff impacts related to operation and maintenance expenses for each project once completed as well as during construction/acquisition and continue the discussion to the June JIM with the intention of giving direction at the June JIM to develop ballot language for consideration at the July JIM.
2. Direct staff to do further research and bring forward additional/different internal initiatives for consideration.
3. Direct staff to bring forward more detailed information on each of the initiatives on the list.
4. Take no action.
5. Continue the discussion to a special meeting.
6. Other.

COMPREHENSIVE PLAN ALIGNMENT

Section 8 of the Comprehensive Plan discusses the need for timely, efficient, safe delivery of quality services and facilities in a fiscally responsible and coordinated manner. Many of the initiatives listed in the staff report directly improve or maintain the current core services provided by the Town and County. Working together to discuss needs between the Town and County is important to maintain coordinated service delivery. Some individual initiatives also address transportation, housing, renewable energy, and environmental protection – all of which are key components in the Comprehensive Plan.

STAKEHOLDER ANALYSIS

The stakeholders involved in this issue include the Town and County organizations that would construct and own these projects, Town and County employees involved in the departments associated with these projects, the residents and guests of the community that would pay this excise tax and would also benefit from the improvements and amenities provided with the tax, and everyone that would benefit from environmental protections in our unique area.

FISCAL IMPACT

The fiscal impact of each SPET capital initiative is listed above. However, with each successful SPET capital initiative, awareness is needed regarding the significant ongoing operation and maintenance expenses that will accompany each project that may also include increased staffing costs.

STAFF IMPACT

The staff impact of each individual initiative varies. Some will have significant ongoing staff impacts related to operation and maintenance and may involve increased staffing.

LEGAL REVIEW

Not applicable at this time. The Town and County Attorneys will be asked to provide legal advice on ballot language as needed.

ATTACHMENTS

None.

RECOMMENDATION

Staff recommends the Council and Commission discuss the decision points and direct staff to bring forward the specific ongoing fiscal and staff impacts related to operation and maintenance expenses for each project once completed as well as during construction/acquisition and continue the discussion to the June JIM with the intention of giving direction at the June JIM to develop ballot language for consideration at the July JIM.

SUGGESTED MOTION

Should the Council and Commission be ready to take action, one possible motion would be:

I move to direct staff to bring forward the specific ongoing fiscal and staff impacts related to operation and maintenance expenses for each project once completed as well as during construction/acquisition and continue the discussion to the June JIM with the intention of giving direction at the June JIM to develop ballot language for consideration at the July JIM.