

Joint Information Meeting

TOWN COUNCIL & COUNTY COMMISSIONER MEETING

February 1, 2021

3:00 PM

Virtual Meeting from the Town Council Chambers

Chair: Mayor Morton Levinson

I. ZOOM LINK FOR PUBLIC PARTICIPATION

To join, click the link or copy to your browser: <https://us02web.zoom.us/j/83126550583?pwd=UjhXclB5TWxuU013RkZHaHZoODYrQT09>

If the link does not work, join at [zoom.com](https://zoom.us) with Webinar ID **831 2655 0583** Password: **toj**

or join by phone **1.669.900.9128** with Webinar ID **831 2655 0583** and Passcode **232532**

II. CALL TO ORDER, ROLL CALL, AND ANNOUNCEMENTS

III. PUBLIC COMMENT

This section is reserved for comments on items that are not otherwise included in this agenda. Public comment is limited to 3 minutes. As a general practice, the Electeds will not hold discussion or debate these comments. Nor will they make any decisions presented during this time, but rather refer to staff for follow-up. If you would like to communicate with the Electeds during the meeting, please address them during this open public comment, when public comment is called for on a specific agenda item or send an email to council@jacksonwy.gov and commissioners@tetoncountywy.gov.

IV. CONSENT CALENDAR

A. Meeting Minutes:

1. January 11, 2021 JIM

V. DISCUSSION/ACTION ITEMS

- A. Housing Nexus Study & Regional Housing Needs Assessment (April Norton, 45 mins)
- B. Teton Mobility Project Update and Phase 3 Authorization (Brian Schilling, 30 mins)

VI. MATTERS FROM COUNCIL, COMMISSIONERS AND STAFF

VII. PROPOSED ITEMS FOR FUTURE JOINT INFORMATION MEETINGS

- A. *tbd* Childcare Baseline Inventory Next Steps

VIII. 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.

SPECIAL JOINT INFORMATION PROCEEDINGS - UNAPPROVED
TOWN COUNCIL AND BOARD OF COUNTY COMMISSIONERS MEETING

JANUARY 11, 2021

JACKSON, WYOMING

The Jackson Town Council and the Teton County Board of County Commissioners met in a special joint information meeting (JIM) in the Town Council Chambers located at 150 East Pearl Avenue in Jackson. This meeting was held in-person and through the Zoom platform. Upon roll call the following were found to be present at 2:00 p.m.:

TOWN COUNCIL: *In-person:* Jim Rooks. *via Zoom:* Mayor Hailey Morton Levinson, Vice-Mayor Arne Jorgensen, Jessica Sell Chambers, and Jonathan Schechter.

COUNTY COMMISSIONERS: *In-person* none. *via Zoom:* Chair Natalia Macker, Vice-Chair Luther Propst, Greg Epstein, Mark Barron, and Mark Newcomb.

STAFF: Larry Pardee, Tyler Sinclair, Lea Colasuonno, Susan Scarlata, Paul Anthony, Alyssa Watkins, Keith Gingery, Maureen Murphy, April Norton, Stacy Stoker, Chris Neubecker, Heather Overholser, Amy Ramage, Steve Ashworth, and Sandy Birdyshaw.

Public Comment. No public comment was given.

Consent Calendar. On behalf of the Town, a motion was made by Arne Jorgensen and seconded by Jonathan Schechter to approve the consent calendar item A as presented with the following motion. On behalf of the County, a motion was made by Mark Barron and seconded by Greg Epstein to approve the consent calendar item A as presented with the following motion. No public comment was given on the Consent Calendar.

A. **Meeting Minutes.** To approve the Joint Information Meeting minutes dated November 2, 2020, and December 7, 8, 14, 29, and 30, 2020.

There was no public comment on the Consent Calendar. The vote showed 5-0 in favor and the motion carried for the Town. The vote showed 5-0 in favor and the motion carried for the County.

Consideration of the Purchase of an Affordable Ownership Restriction at 722 W. Wind River Lane & Melody Ranch Townhome Roof Repair Update. Stacy Stoker made staff comment providing a brief history on the Melody Ranch Townhomes, restrictions in place, sunset clauses, the market home deed restriction available, and assistance given to the Homeowners Association with roof repair.

No public comment was given.

On behalf of the Town, a motion was made by Arne Jorgensen and seconded by Jonathan Schechter to 1) approve the purchase of an Affordable Ownership 50 – 80%MFI deed restriction on 722 W Wind River Lane in the amount of \$160,000 dollars as outlined in this staff report and 2) approve the restriction document as presented.

Greg Epstein and Mark Barron voiced appreciation to Ms. Stoker and the staff at the Housing Department for their work on this.

The vote showed 5-0 in favor and the motion carried for the Town.

On behalf of the County, a motion was made by Greg Epstein and seconded by Mark Barron to 1) approve the purchase of an Affordable Ownership 50 – 80%MFI deed restriction on 722 W Wind River Lane in the amount of \$160,000 dollars as outlined in this staff report and 2) approve the restriction document as presented. The vote showed 5-0 in favor and the motion carried for the County.

Consideration of a Housing Preservation Program. April Norton presented the Housing Preservation Pilot Program. The 2015 Housing Action Plan directed staff to “preserve existing workforce housing stock to avoid leakage” (Initiative 2.C). This initiative further directed staff to “restrict existing workforce housing, ensuring programs for households in different income categories exist”. The 2020 Housing Supply Plan identified a Restriction Fund program that would “purchase permanent deed restrictions on existing and new housing stock”. The program would “assign values to different deed restrictions and homeowners, prospective buyers, and developers may apply for funds based on the restriction they would like to sell and the value of the

home”. The 2019 SPET Ballot language was approved by the voters and stated: “Community Housing Opportunities. \$5,500,000.00 for the purchase of appropriately zoned land to develop permanently deed restricted housing thereon and/or the purchase of deed restrictions to house the local workforce. Funds will be placed in the Jackson/Teton County Housing Authority Housing Supply account. The Jackson Town Council and the Teton County Board of County Commissioners must authorize and direct the expenditure of these funds. This project is sponsored by Teton County.” This proposed housing preservation program complies with the SPET ballot language, specifically that the SPET funds may be used for “the purchase of deed restrictions to house the local workforce.”

The Council and Commission held discussion with staff on the requalification process, future updates, qualifications for workforce housing units, hopes for the program, the 150-mile radius, residential and commercial property ownership, foreseen timeline, and appraisals and inspections.

No public comment was given.

On behalf of the Town, a motion was made by Arne Jorgensen and seconded by Jessica Chambers to direct and authorize the Jackson/Teton County Housing Authority Board to spend up to \$1,000,000 of the 2019 Specific Purpose Excise Tax (SPET) Proposition Community Housing Opportunities collections on the Preservation Program as presented today. I further move to direct staff to provide an update on the program at the July 2021 Joint Information Meeting.

Further discussion was held regarding support for staff recommendations, setting expectations, expanding the pilot program, and private philanthropy.

The vote showed 5-0 in favor and the motion carried for the Town.

On behalf of the County, a motion was made by Mark Barron and seconded by Greg Epstein to direct and authorize the Jackson/Teton County Housing Authority Board to spend up to \$1,000,000 of the 2019 Specific Purpose Excise Tax (SPET) Proposition Community Housing Opportunities collections on the Preservation Program as presented today. I further move to direct staff to provide an update on the program at the July 2021 Joint Information Meeting. The vote showed 5-0 in favor and the motion carried for the County.

Teton County Historic Preservation Board duties in Town’s Historic Preservation Program.

Paul Anthony explained proposed new duties and responsibilities of the Teton County Historic Preservation Board (TCHPB) in the Town’s proposed new historic preservation program scheduled to be adopted in the Town’s Land Development Regulations (LDRs). The TCHPB’s Role in the Town’s Proposed Historic Preservation Program would be to: 1. Review projects for compliance with the Historic Preservation Design Guidelines. 2. Nominate properties for inclusion on Jackson Historic Register. 3. Conduct and update historic surveys on eligible properties. 4. Review Town demolition permits. 5. General advisory/consulting/education role to landowners and public.

Michael Stern, Chair of the Historic Preservation Board made comments in support of the historic goals and implementation of the LDRs.

The Council and Commission held discussion with staff on board structure, ninety-day demolition window, nominations, and qualified professionals.

Keith Gingery made staff comment on the TCHPB, its formation, purpose, and funding.

General support was voiced in moving forward and creating or having one town-appointed seat if that could be worked out.

This item was discussion only, no action was taken.

Ecosystem Capacity and Staffing. Tyler Sinclair provided a briefing on how the Town and County could address the Comprehensive Plan’s Common Value 1: Ecosystem Stewardship goals, principles, policies, and strategies. Staff found the fundamental issue identified for discussion was that although Common Value #1 Ecosystem Stewardship was the core of our community vision as stated in our Comprehensive Plan, there was not dedicated staff and/or resources to implement this Common Value. The overall concept proposed the creation of an Ecosystem Stewardship Department (ESD) and a Commission. The ESD could include staff and resources to assist the community in the implementation of the goals, policies, principles, and strategies called out in Chapters 1 and 2 of the Plan. The ESD would have four primary duties: 1. Collect and evaluate

metrics indicating the ecosystem's health. 2. Evaluate threats to the ecosystem's health, and opportunities for helping preserve and protect it. 3. Develop and oversee efforts related to duties #1 and #2. 4. Deliver an annual report to the community regarding the health of the ecosystem, threats to that health, and efforts to preserve and protect the ecosystem.

The conceptual proposal included the hiring of a ESD director, a staff member, and a senior ecologist hired in the initial two years. The primary duties of new staff and/or other resources once created would be to develop the department's direction, specifically around foundational questions in the Comp Plan. To assist and guide the department, the Town and County could also create a joint Ecosystem Stewardship Commission (ESC), which would function in a similar fashion to other town/county joint boards. The ESC's efforts would be supported by the ESD staff, and most of its membership would be people with solid expertise in subjects related to ecosystem stewardship. The Ecosystem Stewardship Department and Commission would operate with an annual budget of \$300,000, which would cover two full-time employees and provide capital for operations.

The Council and Commission held discussion with staff. Chris Neubecker made staff comment on staff impacts.

Public comment was given by Frances Clark, Sandy Shuptrine, Chelsea Carson, Anna Olsen, Lee Bauknight, Renee Sidler, Jared Becker, Sharon Mader, Nancy Shea, Mary Lynn Callahan, Tim O'Donoghue, and Dan Heilig.

On behalf of the Town, a motion was made by Arne Jorgensen and seconded by Jessica Chambers to continue this item to the joint retreat or a date determined by the Mayor and Chair. The vote showed 5-0 in favor and the motion carried for the Town.

On behalf of the County, a motion was made by Greg Epstein and seconded by Mark Newcomb to continue this item to continue this item to the joint retreat or a date determined by the Mayor and Chair. The vote showed 5-0 in favor and the motion carried for the County.

Construction Report on Park Shop / Housing and Fire Station One. Alyssa Watkins presented an overview of the After-Action Review (AAR) Committee which reviewed the Park Shop/Housing and Fire Station 1 construction projects and their report. The goal of the committee's work was to examine each project from inception to its current status, identify the challenges and successes in each, and distill recommendations to drive more successful outcomes for future projects.

Arne Jorgensen and Greg Epstein made comment as AAR Committee members.

The Council and Commission held discussion on the construction projects and upcoming projects.

No action was taken on this item.

Adjourn. On behalf of the Town, a motion was made by Jonathan Schechter and seconded by Jessica Chambers to adjourn. The vote showed 5-0 in favor and the motion carried for the Town. On behalf of the County, a motion was made by Mark Barron and seconded by Greg Epstein to adjourn. The vote showed 5-0 in favor and the motion carried for the County. The meeting adjourned at 4:56 p.m. minutes:spb

TOWN OF JACKSON

ATTEST:

Hailey Morton Levinson, Mayor

Sandra P. Birdyshaw, Town Clerk

Publish JH News & Guide: January 20, 2021



JOINT INFORMATION MEETING AGENDA DOCUMENTATION

SUBMITTING DEPARTMENT: Joint Housing

PRESENTER: April Norton

MEETING DATE: February 1, 2021

SUBJECT: Housing Nexus Study, Housing Needs Assessment

STATEMENT/PURPOSE

The Teton County Board of County Commissioners ("Board") and Jackson Town Council ("Council") will consider how to move forward with the Housing Nexus Study. Options for consideration include:

- 1) Direct staff to re-release the RFQ and to vet the responses with the stakeholder group before bringing a recommendation back to the Board and Council at a future Joint Information Meeting ("JIM").
- 2) Direct staff to revise the RFQ to include a Housing Needs Assessment component and bring back to the Board and Council at a future JIM for approval before releasing the RFQ.

BACKGROUND/ALTERNATIVES

On January 28, 2020, the Board and Council approved an RFQ for a consultant to conduct a new Housing Nexus Study. The purpose of this study is to update the 2013 Housing Nexus Study and provide accurate data about employee generation in Teton County. As discussed at prior Joint Information Meetings, this study will not mandate specific mitigation rates. Instead, it will provide data about the number of employees generated by new business and residential development, total employment rates by job sector, and outline the maximum, legally defensible limits of any mitigation program.

Following staff recommendation, a technical stakeholder group was formed to provide comments and consultation to inform staff's recommendations throughout the Nexus Study. The RFQ was released January 29, 2020 and three entities responded: Raftelis, Clarion Associates, and Place Dynamics.

The Housing Nexus Study was presented to the Board and Council on May 18, 2020. At that time, the Board and Council continued the item considering the COVID-19 pandemic and its unknown effects on each entity's budget.

On November 2, 2020, staff brought the item to the Board and Council, seeking direction on how to proceed. At that time, the Board and Council directed staff to bring the item back at a future meeting. In the interim the Board and Council have both approved a reduction in housing mitigation fees.

Today, staff presents options for the Board and Council to consider.

- 1) Direct staff to revise the current RFQ to incorporate both the nexus study work and a regional "commuter-shed" housing needs assessment component. This is staff's recommended course of action.
 - a. The last housing needs assessment was complete in 2014. Utilizing 2020 census data (that will be available in the fall of 2021), an updated needs assessment will provide information about how much and what types of housing are needed today and will be needed for the next several years to meet the community's housing goals. Staff is recommending we partner with our "commuter-shed" communities (Teton County, ID and northern Lincoln County, WY) as housing in these neighboring communities directly affects housing in Teton County. The study will provide information to each participating county relative to current and future housing needs in their jurisdiction.
 - b. The nexus study is the legal justification for the mitigation program and must be updated regularly. This study will provide accurate data about the number of employees generated by new business and residential development, total employment rates by job sector, and outline the maximum, legally defensible limits of any mitigation program. The nexus study will not set the mitigation rates.

- 2) Direct staff to re-release the current RFQ and to vet the responses with the stakeholder group before bringing a recommendation back to the Board and Council at a future JIM.
- 3) The Board and Council can direct staff to include this in the Housing Department and Comprehensive Plan work plans for FY22 where it can be contextually reviewed as part of the broader work plans for the planning and housing departments. This will push the timeline for the nexus study and needs assessment back by 12 months because we will miss the window to conduct surveys (employers and employees).
- 4) Some other course of action identified by the Board and Council.

Given the amount of time that has passed since the responses to the prior RFQ were received and the fact that the Raftelis team that was recommended by the stakeholder group has since changed, staff does not recommend awarding the nexus study contract to Raftelis or any of the other respondents.

COMPREHENSIVE PLAN ALIGNMENT

Comprehensive Plan Policy:

- Maintain a diverse population by providing workforce housing. Principle 5.1.
- Reduce the shortage of housing that is affordable to the workforce. Principle 5.3.

Housing Action Plan Strategy:

- Require mitigation of employees generated by growth that cannot afford housing. 5C.

STAKEHOLDER ANALYSIS

Stakeholders include Town and County taxpayers, local working families, business owners, developers, and visitors. Input has been solicited through the stakeholder group.

FISCAL IMPACT

The budget impacts will depend on the scope of the RFQ. The previous preferred respondent (Raftelis) proposed a budget of \$172,986 for 860 hours of work (\$201/hour). The Town and County typically split contracts of this nature 50/50.

In late January, the Teton County (Idaho) Board of County Commissioners agreed to support a regional Housing Needs Assessment with cost share to be worked out by staff and the bulk of their share to be funded through their FY 22 budget.

The Town has not included funds for this work in the FY 21 budget. The Board provided \$50,000 for a portion of this work in the FY 21 (January 2021) budget amendment.

STAFF IMPACT

This project will require significant staff time from multiple departments across the Town and County. These departments include: Town & County Planning, Town Community Development, and Joint Housing. These same departments are also working on the Northern South Park neighborhood plan project, along with their many and various department-led projects (ie: current planning, housing capital projects and programs).

LEGAL REVIEW

K. Gingery and L. Colasuonno

ATTACHMENTS

- Previous staff reports: [January 6, 2020](#); [January 28, 2020](#); and [May 18, 2020](#). (links)
- [January 29, 2020 Housing Nexus Study RFQ](#) (link)

RECOMMENDATION

Staff recommends expanding the scope of the RFQ to include a regional housing needs assessment component, bringing the new RFQ back to the Council and Board for consideration and approval prior to releasing the new RFQ in early March 2021.

SUGGESTED MOTION

I move to direct staff to draft a Request for Qualifications that includes two primary components: 1) a Housing Nexus Study for Teton County, Wyoming and 2) a Regional Housing Needs Assessment. I further move to direct staff to bring the draft RFQ back to the Board and Council at the March 1, 2021 Joint Information Meeting.



JOINT INFORMATION MEETING

AGENDA DOCUMENTATION

SUBMITTING DEPARTMENT: Teton County Public Works – Pathways **PRESENTER:** Brian Schilling

MEETING DATE: February 01, 2021

SUBJECT: Teton Mobility Project – Project Update and Phase 3 Authorization

STATEMENT/PURPOSE

To provide an update on the Teton Mobility Project and discuss authorizing staff to proceed with Phase 3 of the project. Staff will present a summary of the public input process and data analysis completed thus far. Staff will also review the remaining tasks for completing the data analysis and developing the prioritized project list for Board approval.

BACKGROUND/ALTERNATIVES

At the June 1, 2020 Joint Information Meeting, staff presented an outline for the Teton Mobility Project (TMP), the cooperative effort between the Town/County Pathways program and Friends of Pathways (FOP) to update the 2007 Pathways Master Plan and identify a prioritized project list that will guide the next 10+ years of active transportation projects in Jackson Hole. (See <https://jacksonwy.civicclerk.com/Web/GenFile.aspx?ad=2292> for the full staff report). This update to the Pathways Master Plan and the project list is somewhat overdue and is identified as a priority in the recently approved Integrated Transportation Plan update.

The Teton Mobility Project is limited in its scope to a small-scale update to the project priority list rather than a full update of the entire 2007 Master Plan. The project is divided into three overlapping phases:

- **Phase 1 – Public Outreach and Data Collection** (June – September 2020). This phase was funded and managed entirely by FOP. County staff and FOP worked with Alta Planning and Design to develop an online mapping tool to collect public input. The tool allowed users to make comments, suggest new projects and draw new connections, highlight dangerous areas, and up- or down-vote comments from other users. The Jackson community was informed about the project through print advertising, social media, and in-person outreach on the pathway system and at local businesses. During the approximately three months that the tool was active, 327 respondents visited the site nearly 900 times and made 821 comments. (See the attached summary). The web mapping tool and public input results are available in full at <https://tetoncounty.altaplanning.cloud>.
- **Phase 2 – Data Analysis and Project List Development** (October 2020 – Present). This phase was also funded entirely by FOP. County staff worked with FOP and Alta staff to perform a network analysis of the existing pathways system, review the public input, and develop the initial draft project list. The list is currently encapsulated in a digital map with multiple layers for new pathways, sidewalks, bike lanes or bike routes, crossing improvements, and other spot improvements. **DISCLAIMER:** It is important to note that this draft of the list is largely “unedited” and reflects the feedback received during the public input process. It is not intended to be a final list of vetted, prioritized projects, and it is highly likely that some of the projects that were suggested during the public input process will be eliminated from the final list for a variety of possible reasons, such as jurisdiction (e.g. pathways on federal lands outside of Teton County/Town of Jackson purview), necessity, feasibility, or political constraints. Staff will present a summary of the draft project list at the JIM meeting.
- **Phase 3 – Project List Review, Prioritization, and Adoption** (Spring 2021). The final phase will involve refining the project list, developing metrics for prioritizing projects, and presenting a prioritized project

list to the Board and Council for approval. The project team will work closely with internal stakeholders (Town/County staff members, Pathways Taskforce) as well as external stakeholders (public, property owners, partner organizations) during Phase 3. The Phase 3 deliverable is the finalized project list that will guide active transportation planning and construction for the next 10+ years.

The project is ready to move into Phase 3. Staff proposes continuing to work with Alta Planning since they have done all the Phase 1 and 2 work. Staff will request authorization from the Council and Board to proceed with Phase 3. Pending approval, staff will prepare a contract for consultant services with Alta Planning for approval at a future meeting.

COMPREHENSIVE PLAN ALIGNMENT

Aligns with goals and principles from Principle 7.1 – Meet future transportation demand with walk, bike, carpool, transit, and micromobility infrastructure. Also, Strategy 7.1.S.7 - Complete the core Pathways System, including the Wilson-Jackson Pathway connection along WY-22 and other critical pathways identified in the Pathways Master Plan.

The recently approved ITP update (January 2021) includes a recommendation to “Update the Pathways Master Plan and update the capital project list of priorities.”

STAKEHOLDER ANALYSIS

- Town/County staff (internal stakeholders): planning and engineering staff have been involved over the last 18-24 months in general discussion on active transportation planning efforts. Town/County staff will be closely involved in the project list review and refinement process. This will include selected departments (planning, engineering, legal, and others) and the Transportation Advisory Committee.
- Partner/advocacy organizations: FOP has been involved in all phases of the project process. The Pathways Taskforce has been kept up to speed on the project and will play an active role in reviewing and finalizing the project list.
- Public: Phase 1 focused on public outreach and gathering input from the general community. The public will continue to be involved in the process during Phase 3. Additionally, staff will coordinate with selected property owners that may be impacted by the proposed project list.
- Other partners: Staff will coordinate with federal agency partners such as Grand Teton National Park, the National Elk Refuge, and Bridger-Teton National Forest during Phase 3.

FISCAL IMPACT

Alta Planning has provided design and planning assistance for Phases 1 and 2. Friends of Pathways has covered the entire project cost thus far, including \$17,000 in consulting fees and an estimated \$5,000 in staff time. Since Alta has done the Phase 1 and Phase 2 work and manages the mapping tool web platform, staff proposes that Alta be retained for Phase 3 in order to complete the project (sole source contract – Teton County Sole Source Justification Form attached). A draft proposal for Phase 3 tasks and deliverables is attached. The proposed contract price to complete the project is \$14,810. Staff proposes to cover these costs from the Pathways FY21 Professional Services account.

STAFF IMPACT

Phase 3 will require an increase in staff involvement compared to Phases 1 and 2. Pathways staff will commit 40+ hours to coordinate review of the project list with internal stakeholders, coordinate with external partners and public, and carry the updated project list through the approval process with the elected boards, which we expect will likely require multiple rounds of review. The Pathways Coordinator will be responsible for the vast majority of the project management, but staff in other departments will be asked to commit a modest time (on the order of a couple hours) to review the proposed project lists and meet with Pathways staff as necessary.

LEGAL REVIEW

Gingery and Colasuonno

ATTACHMENTS

1. Public Input summary (1 page)
2. Web-based mapping and public input tool @ <https://tetoncounty.altaplanning.cloud>
3. Phase 3 Scope Proposal
4. Sole Source Justification Form

RECOMMENDATION

Staff recommends that the Town/County proceed with Phase 3 in order to complete the final phase of the Teton Mobility Project. Since Phase 3 will require substantial staff time and the Board and Council will eventually be asked to approve the prioritized project list, staff is seeking authorization from the Board and Council to proceed with the final phase and to spend additional time working on the project. Given the considerable time, effort, and funding that have gone into the project thus far, staff recommends that the project be completed.

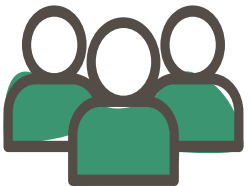
SUGGESTED MOTION

I move to authorize staff to proceed with Phase 3 of the Teton Mobility Project.

What do Jackson Area Residents Want?



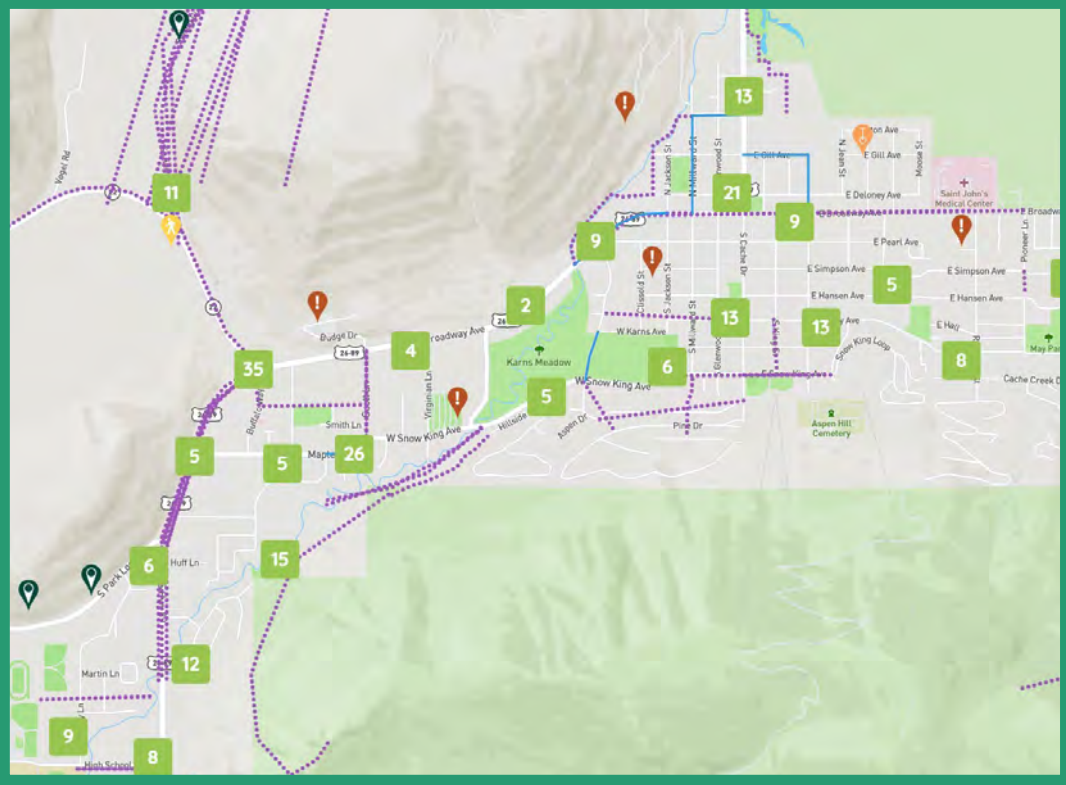
891
Website Visits



327
Respondents



821
Comments





554
Points drawn



103
Lines drawn



1,992
“Likes” voted



345
“Dislikes” voted

Point Comments

- 

= **50 %**
of comments

PLACE I FEEL UNSAFE
- 

= **15 %**
of comments

CROSSING IMPROVEMENT NEEDED
- 

= **12 %**
of comments

PLACE NEEDING REPAIR
- 

= **12 %**
of comments

PLACE I WANT TO ACCESS
- 

= **11 %**
of comments

OPEN COMMENT

“THE EXISTING SIDEWALKS ARE PIECEMEAL AND MOST OF THE TIME I FIND MYSELF WALKING DOWN THE MIDDLE OF A STREET WITH NO SIDEWALKS.”

“I AM ESPECIALLY WORRIED ABOUT MY CHILDREN ONCE THEY LEAVE THE PATH ON SNOW KING AND RIDE INTO TOWN.”

“MANY ROOTS HAVE GROWN ACROSS THE PATHWAYS AND ARE DANGEROUS FOR BIKES.”

“AN UNDERPASS NEAR THE WILSON SCHOOL TO CONNECT THE STILSON BIKE PATH AND WILSON SCHOOL IS IMPERATIVE.”

Line Comments

“IT FEELS UNSAFE THAT THE BROADWAY BIKE PATH DISAPPEARS AS IT APPROACHES THE 5-WAY INTERSECTION AT ACE HARDWARE. I WOULD LOVE TO SEE A BIKE LANE CREATED TO HELP GET BIKE COMMUTERS SAFELY THROUGH TOWN.”

“PLEASE PRIORITIZE THE VICTOR TO TETON PASS BIKE PATH AND CONNECT OUR TWO COMMUNITIES.”

“THINK BIG AND CREATE BIKE PATHS BETWEEN ALL OUR SURROUNDING COMMUNITIES INCLUDING ALPINE, VICTOR, BONDURANT, AND DUBOIS.”

“A PATHWAY THAT CONNECTS THE SOUTH PARK NEIGHBORHOODS TO SCHOOLS IS NEEDED.”

- 

= **53 %**
of comments

DESIRED MULTI-USE PATHWAY
- 

= **33 %**
of comments

NEW PATH OR WALKING ROUTE
- 

= **8 %**
of comments

DESIRED ON-STREET BIKEWAY
- 

= **6 %**
of comments

DESIRED SIDEWALK



PHOTOS (TOP TO BOTTOM): THE LACK OF SIDEWALKS ON SOME DOWNTOWN STREETS, SUCH AS SOUTH KING STREET, IS A SAFETY CONCERN FOR JACKSON RESIDENTS. IN SOME AREAS ON PATHWAYS, ROOTS, FROST HEAVES, AND OTHER UPHEAVALS HAVE MADE IT DANGEROUS TO WALK AND BICYCLE ON PATHWAYS.

Source: Online Webmap, Summer 2020



To: Brian Schilling, Pathways Coordinator - Town of Jackson, Teton County (WY)

From: Joe Gilpin, Alta Planning + Design

Date: 1/25/2021

Re: Teton Mobility Project - Pathways Planning Update Phase 3

Teton Mobility Project - Phase 3

Phase 1 included activities related to conducting public involvement via an online web map interface. Phase 2 involved analyzing and summarizing that public feedback and distilling the bulk public input into a rough draft network. Phase 3 will continue this work in refining the possible projects into a prioritized project list and addendum to the 2007 Pathways Master Plan

3.1 Prioritization Methodology

Alta will develop a project prioritization methodology working with Jackson Hole Community Pathways and other City/County staff as needed. We will begin by hosting a web meeting to screen possible criteria and review the data needs and analysis that would be required for each. Possible criteria may include incorporating public comment from the web map, type and number of users served, closure of key gaps, neighborhoods connected, safety benefit, etc. Following the meeting we will circulate a memo summarizing the preferred methodology for confirmation.

3.2 Project Refinement & Prioritization

Alta will incorporate Town and County feedback to refine the rough draft project list into a proposed project list for adoption by the Town and County. As part of this process, Alta will plan to attend two workshops with the Town/County elected officials. Once the finalized project list is adopted, Alta will work with JHCP staff to determine which projects will be forwarded to the prioritization process. Ideally projects forwarded to this process would be feasible in the near term and would require minimal need for coordination with property owners or federal land managers. We anticipate a prioritized "Top Ten" list. Minor adjustments to the prioritization methodology can be made if needed. Alta will run the prioritization exercise to score the priority projects. We envision the methodology being usable by Town/County staff so that additional projects can be rated if needed moving forward.

3.3 Plan Amendment

Alta will provide a project report that will include a brief summary narrative of the public input efforts in Phase 1, the proposed future network developed in Phase 2 and 3, and the top prioritization projects as an amendment to the 2007 Pathways Master Plan. Moving forward, this amendment will be used by Town and County staff as a primary planning tool for the development of active transportation projects. The amendment will only include the above items and will not include project cost estimates, any vision or goal updates, or other maintenance or programmatic recommendations.

**Deliverables**

- Prioritization Methodology Summary Memo
- Two (2) Presentations to Town/County Electeds
- Draft Prioritized Project List
- Final Prioritized Project List
- Final Project Network Mapping
- Draft Plan Amendment
- Final Plan Amendment

TASK	Alta Planning + Design, Inc.		Total Task Hours	Total Task Fee
	Project Manager	Project Planner		
	Joe Gilpin	Emily Guffin		
	2021 Hourly Rate*	\$225	\$95	
3	54	28	82	\$14,810
3.1 Prioritization Methodology	14	6	20	\$3,720
3.2 Project Refinement & Prioritization	24	6	30	\$5,970
3.3 Plan Amendment	16	16	32	\$5,120
Staff Hours	54	28	82	\$14,810
Labor Total	\$12,150	\$2,660		\$14,810
Reimbursable Expenses & Travel				\$0
Project Total				\$14,810



Sole Source Justification

According to Teton County Rules and Regulations 2-2-5 SOLE SOURCE PROCUREMENT, any purchase above \$5,000 without competition must have this form completed and submitted to the Board of County Commissioners with a staff report for final approval.

Department: Teton County Public Works - Pathways

Name: Brian Schilling

Title: Pathways Coordinator

Phone: 307-732-8573

Email: bschilling@tetoncountywy.gov

Purchase or contract description:

Consultant services with Alta Planning and Design for Phase 3 of the Teton Mobility Project

Estimated Expense: \$14,810

Explain why competitive bidding or RFP process is not feasible: Alta Planning has provided planning and design services for Phase 1 and Phase 2 of the Teton Mobility Project. They have developed the web mapping and public input tools, managed the public input collection process, completed the network analysis and draft recommendations for the updated project priority list, and manage the web tool platform. It would be impractical to discontinue working with Alta and switch to another consultant at this point of the process (Phase 3 is the final phase of the project).

Explain why the vendor has been chosen for procurement of goods, services, or construction item:

See above. Alta Planning has led the project for Phases 1 and 2 and have provided excellent service. It would be highly impractical to switch consultants this deep into the project.

Provide reasoning for Sole Source Request:

Continuity of consultant service provider to complete a multi-phase project.

Authorized Signature of Department Director or Elected Official: _____

Title: Director of Public Works

Date: 1/26/2021