

Special Town Council Workshop
February 16, 2021
2:00 PM
Town Council Chambers, Virtually through Zoom

I. ZOOM LINK FOR PUBLIC PARTICIPATION

To join, click the link or copy to your browser: <https://us02web.zoom.us/j/86022143025?pwd=NVFqL1B3R0FGbGN4b0QreC96UVRWQT09>
If the link does not work, join at [zoom.com](https://zoom.us) with Webinar ID **860 2214 3025** Password: **toj**
or join by phone **1.669.900.9128** with Webinar ID **860 2214 3025** and Passcode **776441**

II. CALL TO ORDER AND ROLL CALL

III. WORKSHOP ITEMS:

- A. COVID Concerns Related to Special Events (Carl Pelletier, 30 mins)
- B. Revision to Municipal Code Allowing Fees to be Updated Annually by Resolution (Larry Pardee, 30 mins)
- C. Budget Check-In (Larry Pardee, 90 mins)

IV. UPCOMING WORKSHOP ITEMS

- A. 3/8 Center and Deloney Pedestrian Improvements
- B. 3/8 Use of Public ROW and Parklet Discussion
- C. 3/8 Council Liaison Assignments
- D. 3/15 Budget Check-In
- E. 3/15 Application Process for Retail/Bar & Grill Liquor Licenses
- F. 3/15 JMC Title 5 Updates
- G. 4/19 North Cache Streetscape as a Town Gateway
- H. 4/19 East Jackson Character
- I. 4/19 Discussion of Ord 473/Related Occupancy
- J. *tbd* Work Plan Review from Retreat

V. ADJOURN

Adjourn meeting to executive session to consider matters concerning litigation to which the governing body is a party or proposed litigation to which the governing body may be a party in accordance with Wyoming Statute 16-4-405(a)(iii).

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.

STAFF REPORT



Meeting Date:	February 16, 2021	Meeting Title:	Town Council Workshop
Submitting Department:	Administration	Presenter:	Carl Pelletier
Agenda Item:	COVID Concerns Related to Special Events	Public Comment:	Yes

Purpose & Policy Considerations.

The Jackson Town Council approves/denies application requests for special events taking place on Town property (streets, alleys, sidewalks, public buildings and public parks) and/or special events enlisting the services of Town personnel. The Jackson Town Council only reviews special event applications occurring on publicly owned property within the Town of Jackson. Events and activities taking place outside the Jackson Town limits or on private property do not trigger a Town of Jackson special event application.

Historically events and activities that have required a Town of Jackson special event permit consist of:

1. Public events utilizing Town streets, sidewalks, parking lots and alleys;
2. Public events held in Town parks which do not fall under the normal operations of the Parks and Recreation Department;
3. Public events requesting the use of George Washington Memorial Park (Town Square);
4. Public events requesting the services of Town personnel or Town equipment; and
5. Public events requesting a temporary exemption from existing Municipal Code (i.e. open alcohol containers on town streets, amplified sound, fireworks, and dogs in parks)

It should be noted that Council has identified the holistic topic of special event programs during a recent budget discussion. Please know that this item will be scheduled for an upcoming workshop. The purpose of this workshop is to only focus on how Council would like staff to move forward with special events during the COVID-19 pandemic. Town staff would like to be proactive and consistent in their approach to future group gathering requests which would require a special event permit on publicly owned property within the Town of Jackson during the ongoing pandemic. This would allow the Teton County Health Department, event organizers and the community to know the expectations as we move into our upcoming special event season.

Requested Action.

Staff is requesting Town Council consider developing a policy for addressing special event requests during this ongoing pandemic to allow consistent expectations of all special event requests during the pandemic.

Recommendations.

During this pandemic, staff has been working with each event organizer on a case-by-case basis in conjunction with the Teton County Health Department. Currently there is a Statewide Health Order which addresses the topic of group gatherings. This health order does not prohibit group gatherings, but rather sets parameters on gatherings. When an event organizer approaches the Town of Jackson with a special event request, Town staff along with representatives from the Teton County Health Department, assist the event organizer in navigating the current health orders to develop a plan that allows the event to operate in compliance with the Statewide Health Order regarding group gatherings.

Background.

In March of 2020 the World Championship Hill Climb was the first special event impacted by the COVID-19 pandemic. This special event is organized annually by the Jackson Hole Snow Devils and was cancelled due to the onset of COVID-19 in the United States.

Following this cancellation, many organizations planning special events in Jackson decided to either postpone or cancel their events, while other organizers decided to operate their events virtually. Some special event organizers proceeded to move forward with their special event requests - instituting COVID-19 considerations and adaptations as part of their event plan. The applicants that moved forward in the approval process during COVID worked closely with the Teton County Department of Health. The Town of Jackson staff and the Teton County Department of Health worked with the applicants to ensure that the events would not violate any of the State Health Orders in place at the time of the event.

A list of special events from March 2020 until today are listed in **Attachment A**. This attachment indicates if the event was a held, cancelled, or postponed.

Currently there are four Statewide Health Orders in place:

1. Statewide Health Order #1: Conditions of operation for establishments
2. Statewide Health Order #2: Gathering group size limits ([Attachment B](#))
 - a. More restrictive variance for Statewide Health Order #2 ([Attachment C](#))
3. Statewide Health Order #3: Conditions for personal service establishments
4. Statewide Health Order #4: Requires face coverings in certain places

Special events are addressed in the Town of Jackson's Municipal Code under Title 12.28 (**Attachment F**). As defined, a special event involves a "preplanned gathering" and therefore would be subject to conditions and restrictions addressed in Statewide Health Order #2: Gathering group size limits.

In anticipation of upcoming special event applications, staff is requesting direction on the process to consider these events. A list of the upcoming special events that traditionally apply for a special event permit are outlined in **Attachment D**.

Analysis.

This topic is not unique to the Town of Jackson. Several communities throughout the United States are also addressing the topic of special events during this pandemic. Some communities are moving forward with special event requests as long as the events comply with a variety of COVID-19 precautions. Other communities have decided to put a hold on all special events until a said date in the future. **Attachment E** outlines a few of the different approaches from a variety of communities throughout the country. This attachment is not meant to be an exhaustive or comprehensive compilation, but rather a list to illustrate a wide variety of approaches that various communities have developed in the consideration of special events during this on-going pandemic.

In this decision process, the Town Council may wish to consider the Teton County Health Department Risk Level scale which separates community risk into 5 categories: Critical (Purple), High (Red), Moderate (Orange), Low (Yellow) and New Normal (Green). Currently Teton County is in the Red (High) Risk Level. According to a recent press release issued by the Teton County Health Department, "(t)he Teton County Health Department

would like to remind community members about the recommendations that come with the Red (High) Risk Level. These include avoiding large gatherings, limiting exposure to people outside of your household, avoiding crowded indoor spaces, and more.”

The Town Council may also wish to consider the Center for Disease Control (CDC) considerations for events and gatherings. The CDC breaks down group gatherings into 4 levels of risk: Lowest Risk, More Risk, Higher Risk and Highest Risk.

- Lowest Risk: virtual-only activities, events and gatherings.
- More Risk: smaller outdoor and in-person gatherings in which individuals from different households remain spaced at least 6 feet apart, wear masks, do not share objects and come from the same local area (e.g. community, town, city or county).
- Higher Risk: Medium-sized in-person gatherings that are adapted to allow individuals to remain spaced at least 6 feet apart and with attendees coming from outside the local area.
- Highest Risk: Large in-person gatherings where it is difficult for individuals to remain spaced at least 6-feet apart and attendees travel from outside the local area.

The topic of community special events has multiple sides, all of which are important. Group gatherings and special events can bring economic and community benefits. In the same breath, these special events can also impact the community with an increased exposure to and potential spread of COVID-19.

The Town Council may also wish to consider the cumulative effect of special events on the community. These impacts may not be limited to the time frame of the actual special event, but attendees may also be involved with a variety of pre and post event activities such as visiting bars, restaurants, and shops. With this cumulative effect, Staff and our community could potentially be impacted with increased exposure to COVID-19.

Possible Alternatives.

Alternative #1: No policy. Continue with the current practice of staff working with each special event applicant and the Teton County Health Department to develop a plan for the event to operate within the parameters of the current Statewide Health Orders.

Alternative #2: A policy that restricts any special events within the Town of Jackson, not currently approved, from occurring while Teton County is in the Purple (Critical) or Red (High) Risk Level. Special events will only be considered/permissible during Orange (Moderate), Yellow (Low) and Green (New Normal) Risk Levels with guidance and approval from the Teton County Health Department. Applications for free speech events will be accepted during all Risk Levels. All permitted free speech events must follow State, County, Town and CDC guidelines for reducing the spread of COVID-19.

Alternative #3: A policy that restricts consideration of special event applications before a specific date. For example: “Special event applications will not be accepted before July 5, 2021. Only applications for free

speech events will be accepted before July 5, 2021. All permitted free speech events must follow State, County, Town and CDC guidelines for reducing the spread of COVID-19. Special events which have already received approval will be permitted to continue at this time.”

Alternative #4*: A policy that restricts any special events during Purple (Critical) Risk Level. Consideration of only small & medium sized events during Red (High) Risk Level with TC Health Department review and approval. Consideration of all events during Orange (Moderate) and Yellow (Low) Risk Levels with TC Health Department review and approval. Consideration of all events during Green (New Normal) Risk Level without TC Health Department review and approval. Free speech events will be accepted during all Risk Levels. All permitted free speech events must follow State, County, Town and CDC guidelines for reducing the spread of COVID-19.”

*Currently the Town of Jackson does not have a specific designation or threshold of what constitutes a small, medium, or large event. According to the CDC “(t)he size of an event or gathering should be determined based on state, local, territorial or tribal safety laws and regulations.”

Comprehensive Plan & Priority Alignment.

Special events align within the Comprehensive Plan & Community Priority Goals in addressing Town as Heart of the Region – The Central Complete Neighborhood: The Town of Jackson will continue to be the primary location for jobs, housing, shopping educational and cultural activities. Principle 4.4 – Enhance civic spaces, social functions, and environmental amenities to make Town a more desirable Complete Neighborhood. The Town has traditionally served as the cultural, social and civic hub for Teton County and the region. Policy 4.4.a: Maintain and improve public spaces, Policy 4.4.c: Continue traditions and community events.

Fiscal Impact.

The possibility of limiting or restricting special events within the Town of Jackson during the ongoing pandemic could have potential economic impacts resulting in reduction in tourism visitation, loss of revenues to local businesses and reduced sales tax collection. Many of the special events have positioned themselves during the shoulder seasons in an effort to bolster tourism to Jackson.

Staff Impact.

Special events often require town services and personnel. Staff involvement in activities directly and indirectly resulting from special events may increase exposure to COVID-19. As an example, a special event may require additional staff involvement during the operating hours of a special event (e.g. additional police presence at the event). Direct staff impact from special events includes efforts from multiple departments including Administration, Public Works, Parks and Recreation, and Police to name a few. In addition to the permitted operating hours of a special event there may be a necessity for additional staffing before/after an event (e.g. additional police on duty for increased calls for service following an event). This increase in staffing special events, both directly and indirectly, increases the possibility of staff exposure to COVID-19 could potentially impact town staffing.

Attachments or Links.

1. Attachment A: A list of special events from March 2020 until today
2. Attachment B: Statewide Public Health Order #2: Regarding Gatherings of More than Ten (10) People

3. Attachment C: More Restrictive Variance* for Statewide Health Order #2
4. Attachment D: A list of traditional upcoming special events
5. Attachment E: A list of different approaches in consideration of special events during COVID-19
6. Attachment F: Jackson Municipal Code 12.28 (Special Events)
7. Link 1: Center for Disease Control – [“Considerations for Events and Gatherings”](#)
8. Link 2: [Statewide Health Order #1](#): Conditions of operation for establishments
9. Link 3: [Statewide Public Health Order #2](#): Regarding Gatherings of More than Ten (10) People
10. Link 4: [More Restrictive Variance* for Statewide Health Order #2](#)
11. Link 5: [Statewide Health Order #3](#): Conditions for personal service establishments
12. Link 6: [Statewide Health Order #4](#): Requires face coverings in certain places with exceptions

Suggested Motion. *Council always has the option to adopt, approve with conditions, continue, or deny items.*

Staff recommends Council select one of the alternatives provided and establish this as the policy.

ATTACHMENT A: Special Events Since March of 2020 Through Today

		Status	Additional Notes
Mar	2020		
	World Championship Hill Climb	Cancelled	
	Rendezvous Concert on Town Square	Cancelled	
	Octane Addictions	Cancelled	
April	2020		
	Easter Egg Hunt	Cancelled	
May	2020		
	Eco Fair	Postponed	No reschedule date / Event not held
	Elk Fest	Postponed	No reschedule date / Event not held
	National Day of Prayer	Held with COVID-19 Measures	Limited size / Masks
	Old West Days & OWD Parade	Cancelled	
	Shootout	Cancelled for the summer	
	Million Dollar Music Fest	Postponed	No reschedule date / Event not held
	Spring Clean Up	Held with COVID-19 Measures	No gathering / individual efforts
	Spring Run Off	Cancelled	
	Historical Walking Tours	Held with COVID-19 Measures	Limited group size / reservations required
	Memorial Day Ceremony	Postponed	Small group gathered w/o notice
June	2020		
	JH 1/2 Marathon & Marathon	Held with COVID-19 Measures	Limited size / staggered start / no awards
	JH Live Concert	Cancelled	
	Touch a Truck	Virtual / Parade	No gathering / parade through town
	5K Color Fun Run	Cancelled	
	Movie Nights in Town Parks	Changed to Drive in Movie	
	Tux & Tails	No Formal Event	
	Historical Walking Tours	Held with COVID-19 Measures	Limited group size / reservations required
	People's Market	Held with COVID-19 Measures	Limited vendors / limited sales / space
July	2020		
	4th of July Street Breakfast	Cancelled	
	4th of July Parade	Cancelled	
	4th of July Fireworks (Fire in the Hole)	Fireworks without gathering	Snow King Ballfield closed for viewing
	Art Fair #1	Cancelled (smaller event held)	
	Jackson Hole Live Concert	Cancelled	
	Snow King Hill Climb Race	Cancelled	
	Teton County Fair	Held with COVID-19 Measures	Limited offerings / many virtual
	Movie Nights in Town Parks	Changed to Drive in Movie	
	Historical Walking Tours	Held with COVID-19 Measures	Limited group size / reservations required
	People's Market	Held with COVID-19 Measures	
	Farmer's Market	Held with COVID-19 Measures	
Aug	2020		
	Art Fair #2	Cancelled (smaller event held)	Pop Up Art Fair at Center for Arts
	Jackson Hole Live Concert #5	Cancelled	

	Movie Nights in Town Parks	Changed to Drive in Movie	
	Historical Walking Tours	Held with COVID-19 Measures	
	People's Market	Held with COVID-19 Measures	Limited vendors / limited sales / space
	Farmer's Market	Held with COVID-19 Measures	Limited vendors / limited sales / space
Sept.	2020		
	Fall Arts Festival	Held with COVID-19 Measures	Smaller event / controlled flow
	JH High School Rodeo	Held with COVID-19 Measures	Camping only
	Jackson Hole Marathon	Held with COVID-19 Measures	Limited size / staggered start
	Old Bill's Fun Run	Held virtually only	
	Western Design Conference	Cancelled	
	Historical Walking Tours	Held with COVID-19 Measures	Limited group size / reservations required
	People's Market	Held with COVID-19 Measures	Limited vendors / limited sales / space
	Farmer's Market	Held with COVID-19 Measures	Limited vendors / limited sales / space
	LOTOJA	Held with COVID-19 Measures	Multiple finish areas/spacing/masks, etc.
	9/11 Ceremony	Held with COVID-19 Measures	Individual participation / No group event
Oct.	2020		
	Halloween Costume Contest	Cancelled	
	Light the Town Pink	Cancelled	
	PTO Pumpkin Sale	Held with COVID-19 Measures	Curbside sales and pickup
	St. Jude's Walk/Procession	Held with COVID-19 Measures	Spacing / Masks
Nov.	2020		
	Town Square Lighting	Held with COVID-19 Measures	Virtual
	Turkey Trot	Cancelled	
	Veterans Day Memorial	Held with COVID-19 Measures	Spacing / Masks
Dec.	2020		
	CBC Christmas Caroling	Held with COVID-19 Measures	Spacing / Masks
	LDS Christmas Sleigh Ride	No application submitted	
	Classical Academy Caroling on Square	No application submitted	
	Our Lady of the Mountains Procession	Held with COVID-19 Measures	Spacing / Masks
	Menorah Display	Held with COVID-19 Measures	Spacing / Masks
	Nativity Scene Display	Held with display only	No gathering / display only
	Santa on the Town Square	Held with Parade only	No gathering / parade through town
	Winter Wonderland	Held with COVID-19 Measures	Spacing / Masks / Limited size
Jan.	2021		
	Martin Luther King Jr. Assembly/March	Held virtually	No public gathering
	Pedigree Stage Stop Dog Sled Race	Ceremonial start cancelled	Race events only / No public town event
	Winter Wonderland	Held with COVID-19 Measures	Spacing / Masks / Limited size
Feb.	2021		
	Winter Wonderland	Held with COVID-19 Measures	Spacing / Masks / Limited size
	Winter Special Olympics	Virtual	

**TWENTIETH CONTINUATION, AND MODIFICATION, OF STATEWIDE PUBLIC
HEALTH ORDER #2: REGARDING GATHERINGS
OF MORE THAN TEN (10) PEOPLE**

In an effort to stop the spread of the coronavirus (COVID-19), the Wyoming Department of Health finds it necessary to protect the health of the public by modifying and continuing certain restrictions as outlined in this Order. Additionally, this Order implements measures in line with the White House unveiling, on April 16, 2020, of certain guidelines for Opening Up America Again - a three-phased approach beginning with State or Regional Gating Criteria and continuing through three phases of removing restrictions when there is no evidence of resurgence of the virus.

The metrics measuring outbreak progress and healthcare system capacity support the Wyoming Department of Health continuing the previous statewide public health orders through a measured and data-based approach. As with previous statewide public health orders, this Order continues to authorize countywide variances to the restrictions within this Order, in the form of a Countywide Variance Order, if approved in writing by the County Health Officer and the State Health Officer. This Order is the same as the previous statewide public health order (Nineteenth Continuation) as it continues to authorize gatherings of 10 people or less (with exceptions), however, this Order also increases the maximum number of people allowed at certain indoor (up to 250 people) and outdoor (up to 500 people) events with conditions.

This Order is effective on January 26, 2021, and shall remain in effect through February 14, 2021, unless the Wyoming Department of Health revokes or extends this Order before February 14, 2021.

FINDINGS

1. COVID-19 was first detected in Wuhan, China in 2019, and since then has spread to over 60 countries including the United States. There are 42,788 confirmed cases of COVID-19 in Wyoming as of January 20, 2021, as well as the presence of community spread. It is expected that more cases will be diagnosed. There have been 550 deaths among Wyoming residents related to COVID-19.
2. COVID-19 is a respiratory illness, transmitted through person-to-person contact or by contact with surfaces contaminated with the virus. Persons infected with COVID-19 may become symptomatic two to fourteen days after exposure. The symptoms of COVID-19 include fever, cough, and shortness of breath. In some cases, COVID-19 can result in severe disease including hospitalization, admission to an intensive care unit, and death, especially among older adults and persons with serious underlying health conditions. New information about the implications of this virus is ongoing.
3. The World Health Organization declared COVID-19 a worldwide pandemic as of March 11, 2020.
4. On March 13, 2020, the President of the United States declared a national emergency concerning the coronavirus, specifically stating that, in "December 2019 a novel (new)

coronavirus known as SARS-CoV-2 (“the virus”) was first detected in Wuhan, Hubei Province, People’s Republic of China, causing outbreaks of the coronavirus disease (COVID-19) that has now spread globally [...] The spread of COVID-19 within our Nation’s communities threatens to strain our Nation’s healthcare systems. [...] Additional measures [...] are needed to successfully contain and combat the virus in the United States.”

5. On March 13, 2020, Wyoming Governor Mark Gordon declared a State of Emergency and Public Health Emergency in the State of Wyoming, stating that on March 11, 2020, an individual within the State of Wyoming tested presumptive positive for COVID-19 and the State of Wyoming is experiencing a public health emergency in response to the evolving COVID-19 outbreak.
6. Governor Gordon’s Declaration of a State of Emergency and Public Health Emergency directs the Wyoming Department of Health to take all appropriate and necessary actions, and that in the judgment of the Director of the Wyoming Department of Health, any actions necessary should be taken to provide aid to those locations where there is a threat or danger to public health, safety, and welfare.
7. A significant number of Wyoming citizens are at risk of serious health complications, including death, from COVID-19. Although most individuals who contract COVID-19 do not become seriously ill, people with mild symptoms, and even asymptomatic persons with COVID-19, place other vulnerable members of the public at significant risk.
8. A large number of persons with serious infections may compromise the ability of healthcare systems in Wyoming to deliver the necessary healthcare to the public.
9. Wyoming Statute § 35-1-240(a)(i), (ii), (iii), and (iv) provides all the rights and powers for the Wyoming Department of Health, through the State Health Officer, Dr. Alexia Harrist, MD, PhD, or under her directive through other employees of the Wyoming Department of Health, to control the causes of communicable disease; and to forbid gatherings of people when necessary to protect public health.
10. In addition to the above findings, stopping the spread of COVID-19 includes washing your hands often, practicing social distancing by avoiding close contact with others, staying at least six feet away from someone who is ill or showing signs of illness, avoiding touching your face, eyes, nose and mouth, covering your cough or sneeze into your elbow or by using a tissue, and by wearing a face covering when in public.

ORDER

1. As used in this order “Face Covering” means a covering made of cloth, fabric, or other soft or permeable material, without holes, that covers the nose and mouth and surrounding areas of the lower face.
2. Gatherings of more than ten (10) people are prohibited in order to help stop the spread of COVID-19 and protect the health of the public.

3. "Gatherings" are any planned or spontaneous event, public or private, bringing together, or likely bringing together, more than ten (10) people in a single room or a single confined space (whether indoor or outdoor) at the same time.
4. If a business or other entity (child care facility, K-12 school, college, university, and trade school) is governed by statewide public health order #1 or #3, the restrictions in those orders govern those businesses or entities unless otherwise specifically noted herein.
5. Gatherings at the following are exempted from this Order:
 - a. Hotels and motels for lodging purposes;
 - b. Livestock auctions;
 - c. Groups of workers being transported to a location for their jobs;
 - d. Government business, military and National Guard facilities, law enforcement, jails, secure treatment centers, and correctional facilities, including any facility operated by the Wyoming Department of Corrections, and any facility used to respond to natural disasters or public health emergencies;
 - e. Federal, State, and local government facilities, including government service centers;
 - f. Relief facilities, including food pantries and shelter facilities;
 - g. Residential buildings, excluding individual household residences;
 - h. Grocery stores, markets, convenience stores, pharmacies, drug stores;
 - i. Truck stops, gas stations, and auto-repair facilities;
 - j. Retail or business establishments, where more than ten (10) people may be present but are generally not within six (6) feet of one another;
 - k. Healthcare facilities, including hospitals, medical facilities, home health agencies, personal care agencies, hospices, adult family homes, mental health centers, and pharmacies;
 - l. Alcohol and drug treatment centers;
 - m. Long-term care and assisted living facilities, including nursing homes and assisted living facilities, as long as the facility complies with guidance and directives from the CDC, the Wyoming Department of Health, and appropriate licensing and regulatory agencies;
 - n. Religious or faith based organizations and funeral homes; and
 - o. Parades.
6. Events not specifically identified by name or type within this Order may allow indoor gatherings of more than 10 people but no more than 25% of venue capacity with a maximum

of 250 people. Events not specifically identified by name or type within this Order may allow outdoor gatherings of more than 10 people but no more than 50% of venue capacity with a maximum of 500 people. Events allowed under this paragraph are subject to the following conditions, to be enforced by the host or organizer of the event. These events include by way of example but are not limited to rodeos, speedway motor races, concerts, organized sporting events, fairs, track and field races, farmer's markets, fireworks shows, weddings, and any other event of a similar nature.

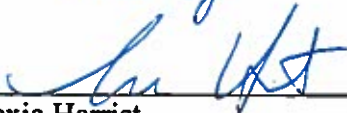
- a. Groups of attendees seated or standing together must be limited to 6, however, an event may make exceptions for groups greater than 6 if the group is solely comprised of members from the same household;
- b. A 6-foot distance must be maintained between individual groups at all times, including but not limited to entrances, exits, concessions, ticket booths, and restrooms;
- c. Prior to the event, staff, hosts/organizers of the event, and event participants (not event attendees) must be screened for symptoms of COVID-19, or exposure to a person with COVID-19 during the previous 14 days. Staff, hosts, organizers, or event participants with symptoms of illness, or known exposure to a person with COVID-19 infection within the previous 14 days, shall not participate in the event; logs of the screening activity shall be kept and made available for inspection by the local health officer;
- d. The entire event facility, to the extent there are facilities, shall be cleaned thoroughly, including all high touch areas before and after each event, according to CDC guidelines for cleaning;
- e. Staff who come within 6 feet of event attendees or other staff must wear a Face Covering;
- f. In the event the required 6 feet of distance between individual groups cannot be maintained, Face Coverings must be worn during the event, to the greatest extent possible, unless wearing a Face Covering is specifically required by Statewide Public Health Order #4: Requiring Face Coverings in Certain Places, with Exceptions;
- g. The event shall not take place without appropriate protective equipment for staff (Face Coverings, gloves for serving and cleaning, etc.), EPA-approved disinfectants and sanitizers, soap and other necessary cleaning supplies;
- h. The event shall encourage contactless and non-signature payment, as applicable; if not possible for the attendee, card and payment stations must be sanitized after each use; staff shall sanitize hands between handling payment options;
- i. Signage must remind attendees not to enter if they have symptoms of COVID-19, and the signage must be displayed at the entrance of the event; signage must also be positioned on event premises reminding separate parties to stand at least 6 feet apart;
- j. Food and beverage service shall follow the provisions for restaurants in the Twentieth Continuation, and Modification, of Statewide Public Health Order Regarding Bars,

Restaurants, Theaters, Gymnasiums, Child Care Facilities, K-12 Schools, Colleges, Universities, and Trade Schools;

- k. Participants in organized sporting events and artistic performances shall not congregate in groups larger than 12 individuals. This means that participants (up to 12 individuals) may interact with each other in direct close proximity without physical distancing;
 - l. The event should follow the public health recommendations of the Centers for Disease Control and the Wyoming Department of Health, including washing hands often with soap and water, practicing social distancing by avoiding close contact with others, avoiding touching your face, eyes, nose and mouth, covering your cough or sneeze into your elbow or by using a tissue, and wearing a Face Covering when in public; and
 - m. For clarity, the person limit in paragraph 6 (page 3-4) is not calculated by adding participants and spectators/attendees together.
- 7. Additional specific gathering exceptions to the restrictions in this Order may be granted, at the discretion of the County Health Officer, under the direction and supervision of the State Health Officer, if demonstrated, in writing, to the County Health Officer that people at the gathering will maintain at least six (6) feet of space between one another, and that effective sanitation will be performed before and after the gathering. Any specific exception under this paragraph must be approved in writing by the State Health Officer, and may be modified or revoked by the County Health Officer under the supervision and direction of the State Health Officer.
 - 8. Countywide variances to the prohibitions mandated in this Order may be granted in the form of a Countywide Variance Order if approved and signed by both the County Health Officer and the State Health Officer. Countywide Variance Orders may be less restrictive (or more restrictive) than the measures imposed in this Order.
 - 9. This Order is entered in conjunction with the statewide public health orders titled "Twentieth Continuation, and Modification, of Statewide Public Health Order Regarding Bars, Restaurants, Theaters, Gymnasiums, Child Care Facilities, K-12 Schools, Colleges, Universities, and Trade Schools", entered January 21, 2021, "Twentieth Continuation, and Modification, of Statewide Public Health Order #3 Regarding Nail Salons, Hair Salons, Barber Shops, Massage Therapy Services, Tattoo, Body Art and Piercing Shops, and Cosmetology, Electrology, and Esthetic Services", entered January 21, 2021, and "Second Continuation of Statewide Public Health Order #4: Requiring Face Coverings in Certain Places, with Exceptions", entered January 21, 2021.
 - 10. This Order does not alter but supplements the requirements outlined in the three other statewide public health orders.

As the State Health Officer, I specifically deem this Order necessary to protect the public health. *See* Wyo. Stat. Ann. § 35-1-240(a)(i), (ii), (iii), and (iv). I will reassess the necessity of this Order as appropriate to do so and according to accepted epidemiological and medical standards. Any person or legal entity that violates this Order shall be subject to criminal prosecution under Wyo. Stat. Ann. §§ 35-1-105 and -106.

DATED THIS 21 DAY OF January, 2021.



Alexia Harrist
Wyoming State Health Officer

ATTACHMENT C: More Restrictive Variance to Statewide Public Health Order #2

TETON DISTRICT PUBLIC HEALTH ORDER #21-2

MORE RESTRICTIVE VARIANCE TO STATEWIDE PUBLIC HEALTH ORDER #2, REGARDING LIMITATIONS ON INDOOR AND OUTDOOR EVENTS

WHEREAS, Dr. Travis Riddell, MD, MPH serves as the Teton District Health Officer pursuant to Wyoming Statute § 35-1-306(a); and

WHEREAS, Teton County and the City of Jackson have formed the Teton Health District which encompasses all of Teton County, Wyoming, including the City of Jackson, a Wyoming Municipality; and

WHEREAS, Wyoming Statute § 35-1-240(a)(i), (ii), (iii), and (iv) gives the power to the Wyoming Department of Health, through the State Health Officer, or under her direction and supervision, or through the other employees of the Wyoming Department of Health to control the causes of communicable disease; to close theaters, schools, and other public places; and to forbid gatherings of people when necessary to protect public health; and

WHEREAS, as evidenced by her signature below, Alexia Harrist, MD, Ph.D., the Wyoming State Health Officer, has reviewed and does hereby authorize the issuance of this Variance Order by Dr. Travis Riddell, the Teton District Health Officer, and the State Health Officer, Dr. Alexia Harrist, also specifically makes the finding that this Order is in conformity with the protection of the public health; and

WHEREAS, the State Health Officer has issued Statewide Public Health Order #2; and

WHEREAS, Statewide Public Health Order #2 is specifically titled: *Twentieth Continuation and Modification, of Statewide Public Health Order #2: Regarding Gatherings of More than Ten (10) People*. Statewide Public Health Order #2 has been extended twenty times since its original release on March 20, 2020 and is set to expire on February 14, 2021. Statewide Public Health Order #2 allows for a County Health Officer to request a less restrictive or more restrictive variance to the order under Paragraph 8; and

WHEREAS, previous iterations of Statewide Public Health Order #2 (prior to the twentieth iteration), limited gatherings to no more than ten (10) individuals and allowed for some indoor events to have a limit of no more than 25% of venue capacity with a maximum of 100 people, and outdoor gatherings were limited to 50% of venue capacity with a maximum of 250 people; and

WHEREAS, the twentieth iteration of Statewide Public Health Order #2 increased the maximum numbers of individuals for indoor events from 100 to 250, and for outdoor events from 250 to 500; and

WHEREAS, the Wyoming Department of Health has issued data-driven decision-making metrics to inform public health orders that include the following: Number of reported laboratory-confirmed cases per 100,000 population in the previous 14 days, percent of tests that are positive in the previous 14 days, the presence of COVID-19 outbreaks in communal settings, and the number of active cases. Reported COVID-19 hospitalizations, reported hospital bed capacity, ICU bed availability, COVID-19 testing volume, testing capacity, PPE supplies, the numbers of reported and active probable cases, and the number of COVID-19 associated deaths will also be considered; and

WHEREAS, as of January 21, 2021, the number of laboratory-confirmed positive cases in Teton County is 2,774 with 2,475 laboratory-confirmed recovered cases. As of January 21, 2021, the number of probable cases in Teton County is 73 with 69 probable recovered cases. There have been 5 COVID-19 associated deaths in Teton County. Thus, there are presently 295 active laboratory-confirmed cases and 3 active probable cases in Teton County; and

WHEREAS, as of January 21, 2021, the rate of newly reported laboratory confirmed cases in Teton County over the previous 14 days is 2,097 cases per 100,000 population; and

WHEREAS, as of January 21, 2021, the percent of tests that are positive over the previous 14 days is 9.8%; and

WHEREAS, the B.1.1.7 variant of SARS-CoV-2, which spreads more easily and quickly than other variants, has been detected in Teton County; and

WHEREAS, Teton County is currently experiencing a surge of new cases of COVID-19 and this more restrictive variance would allow for Teton County to remain at the previous lower numbers for indoor events at a maximum of 100 and a maximum of 250 people for outdoor events.

NOW, THEREFORE, IT IS HEREBY ORDERED, that residents of Teton County, Wyoming, including the City of Jackson, Wyoming, shall comply with the **Statewide Public Health Order #2** (*Twentieth Continuation and Modification, of Statewide Public Health Order #2: Regarding Gatherings of More than Ten (10) People*) with the following exceptions:

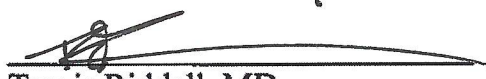
- 1) Paragraph 6 is amended by decreasing to 100 (was 250) the maximum number of individuals that may attend an indoor event, and by decreasing to 250 (was 500) the maximum number of individuals that may attend an outdoor event. Paragraph 6 is amended, in part, to read: "Events not specifically identified by name or type within this Order may allow indoor gatherings of more than 10 people but no more than 25% of venue capacity with a maximum of 100 people. Events not specifically identified by name or type within this Order may allow outdoor gatherings of more than 10 people but no more than 50% of venue capacity with a maximum of 250 people. . . ."

IT IS FURTHER ORDERED, that the District Health Officer may grant exceptions to this Order on a case by case basis after evaluating the request and obtaining approval from the State Health Officer; and

IT IS FURTHER ORDERED, that this Variance Order shall remain in effect through February 14, 2021, or until such time as the Teton District Health Officer, with State Health Officer approval, issues an Order revoking or modifying this Order, whichever comes first; and

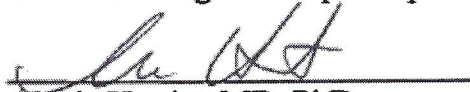
IT IS FURTHER ORDERED, that any person or legal entity that violates this Order may be subject to criminal prosecution under Wyoming Statutes § 35-1-105 and 35-1-106.

DATED THIS 25 DAY OF January, 2021.


Travis Riddell, MD
Teton District Health Officer

Direction to Issue Order

I, Alexia Harrist, MD, Ph.D., the Wyoming State Health Officer, hereby state that I have reviewed the above Variance Order and hereby direct, pursuant to Wyoming Statutes §§ 35-1-227 and 35-1-240(a)(i), (ii), (iii), and (iv), the Teton District Health Officer to issue the above Variance Order, in Teton County, Wyoming, including the City of Jackson. As the State Health Officer, I specifically find that this Order is in conformity with the protection of public health. I will reassess the necessity of this Order as appropriate to do so and according to accepted epidemiological and medical standards.


Alexia Harrist, MD, PhD
Wyoming State Health Officer

ATTACHMENT D: Upcoming Special Events Typically Applying for Special Event Permit

		Estimated Attendance (# of people in a typical year)
March	2021	
	World Championship Hill Climb	3,000 per day / 12,000 total
	Rendezvous Music Festival	3,000
	Octane Addictions	750
	Winter Wonderland	20-25 per day / 2,000 total
April	2021	
	Easter Egg Hunt	500
May	2021	
	Eco Fair	1,500 - 3,000
	Elk Fest	2,000
	National Day of Prayer	25
	Old West Days	2,500 - 3,000
	Million Dollar Music Fest	3,500
	Spring Clean Up	250
	Hoff's Bike Swap	150
	Memorial Day Ceremony	100
	Spring Run Off	150
	Historical Walking Tours	10-15 per day / 700 total
June	2021	
	JH 1/2 Marathon	300
	JH Live Concert #1	4,000 per concert / 16,000 total
	Touch a Truck	750 - 1,000
	Eagle Rock Rally	100
	Historical Walking Tours	10-15 per day / 700 total
	5K Color Fun Run	150
	Movie Nights in Town Parks #1	50-100 per night / 150-300 total
	People's Market (Every Wednesday)	1,000 per event / 17,000 per season
July	2021	
	4th of July Street Breakfast	1,300
	4th of July Parade	10,000 - 15,000
	4th of July Fireworks (Fire in the Hole)	1,000
	Art Fair #1	2,000 per day / 6,000 per fair
	Jackson Hole Live Concert #2	4,000 per concert / 16,000 total
	Jackson Hole Live Concert #3	4,000 per concert / 16,000 total
	Snow King Hill Climb Race	100 - 250
	Teton County Fair	3,000 per day / 20,000 total
	Movie Nights in Town Parks #2	50-100 per night / 150-300 total
	Historical Walking Tours	10-15 per day / 700 total
	People's Market (Every Wednesday)	1,000 per event / 17,000 per season
	Farmer's Market (Every Saturday)	2,000 per day / 28,000 per season
August	2021	

September	Art Fair #2	2,000 per day / 6,000 per fair
	Jackson Hole Live Concert #4	4,000 per concert / 16,000 total
	Jackalop Ride	50
	Movie Nights in Town Parks #3	50-100 per night / 150-300 total
	Historical Walking Tours	10-15 per day / 700 total
	People's Market (Every Wednesday)	1,000 per event / 17,000 per season
	Farmer's Market (Every Saturday)	2,000 per day / 28,000 per season
	2021	
	Fall Arts Festival	10,000 +
	JH High School Rodeo	300
	Jackson Hole Marathon	1,000
	Old Bill's Fun Run	3,500 +
	PARK(ing) Day	300
	Historical Walking Tours	10-15 per day / 700 total
	People's Market (Every Wednesday)	1,000 per event / 17,000 per season
	Farmer's Market (Every Saturday)	2,000 per day / 28,000 per season
	LOTOJA *Typically not held in town	
	9/11 Ceremony	50
October	2021	
	Halloween Costume Contest	150
	Light the Town Pink	75
	PTO Pumpkin Sale	200
	St. Jude's Walk/Procession	20
November	2021	
	Town Square Lighting	1,000
	Turkey Trot	600
	Veterans Day	100
December	2021	
	CBC Christmas Caroling	70
	LDS Christmas Sleigh Ride	50 - 75
	Classical Academy Caroling on Square	25
	Our Lady of the Mountains Procession	125
	Menorah Display	30 - 40 (ceremony)
	Nativity Scene Display	0
	Santa on the Town Square	100 per day / 1,000 total
	Winter Wonderland	20-25 per day / 2,000 total

ATTACHMENT E

Special Event Considerations in Other Communities

Spokane, WA:for these reasons, we will accept special events applications, but typically only for events that are planned to take place in or after July 2021

Ventura, CA: Please Note: Only Free Speech Event applications are being accepted at this time. All permitted Free Speech Events must follow State, County, City and CDC guidelines for reducing the spread of COVID-19

St. George, UT: In accordance to the Phased Guidelines for the General Public and Businesses to Maximize Public Health and Economic Reactivation, an event's size can exceed 20 individuals during the moderate restriction level, and 50 individuals during the low restriction level, if organizational oversight can be provided that ensures guidelines are followed.

Monument, CO: In light of precautions required by the Governor's Executive Orders designed to minimize the spread of COVID-19, the Town of Monument will not be issuing special event permits until our local disaster declaration is no longer in effect.

Florence, OR: When planning your event or requesting to reserve a City facility or public space you must consider the current COVID-19 guidelines in place.

Idaho Falls, ID: Due to the Coronavirus Pandemic, please carefully consider plans for a public gathering or event at this time. Carefully plan and follow [CDC](#) and [Eastern Idaho Public Health guidelines](#) for sanitation and safety to protect people at your event and prevent them from being exposed unnecessarily to illness. **Furthermore, due to an increase of cases in our county, Eastern Idaho Public Health has put out an order limiting the amount of event attendees based upon the size of the event venue. Each participant of your event must have 28 square feet of space. Masks are also mandatory for everyone if they are unable to remain at least 6 feet apart, including people at events. Furthermore, the Governor has issued an order stating that events are limited to 10 people or less.**

Yuma, AZ: If you are planning an event with an anticipated attendance of 50 persons or more, please complete the following application for approval. **COVID-19 Special Event Application Pre-Screen Approval Form.** [View the application here.](#)

Lakeland, FL: To best protect the community and event organizers during the COVID-19 Pandemic, Event Organizers are required to submit an "Action Plan" along with the Special Event Permit Application using the CDC Guidelines for Events and Gatherings as a guide, [COVID-19 Action Plan](#).

Waukegan, IL: Due to the COVID-19 pandemic, Special Event applications will NOT be accepted for any event before July 1, 2020.

Boston, MA: Boston has suspended events that bring crowds together in close contact. These include road races, concerts, and flag-raising.

Marana, AZ: All organized public gatherings of more than 50 people are required to get approval from the Town even if a special event permit is not required. Please submit a COVID Organized Gatherings Application for approval.

Steamboat Springs, CO: In response to the Covid-19 public health pandemic, the City of Steamboat Springs will require all events to submit a Covid-19 mitigation plan as part of their application packet.

- It is the event producer's responsibility to comply with any federal, State or Routt County public health orders, guidelines, and/or mitigation protocols at the time of the event. The City is not responsible for informing event producers of public health orders in effect or interpreting public health orders.
- Routt County requires events to submit a self certification form. This information and form can be found on Routt County's website.
- The Colorado Department of Public Health and Environment (CDPHE) has released guidance on outdoor events, outdoor recreation, and sporting events/races. This guidance and state public health orders can be found on the CDPHE website.
- The City will continue to monitor CDC, State, and Routt County guidance.

San Francisco, CA: Special events are an important part of the fabric of life in San Francisco, contributing not only economically, but also socially, and such contributions will be more important than ever in supporting and sustaining our city and our communities as we work through the impact of COVID-19.

Though the public health situation remains fluid, people may wish to begin planning for events in anticipation of the modification or rescission of the Public Health Order. We continue to accept and process applications up to a year prior to the event date. Note that the public notification and hearing process may be delayed.

All permits will be conditional upon the planned event being allowable under any local, state, and/or federal orders in place at the event date. There will be no refunds of the required application fee for applications withdrawn after initial intake or for events that cannot take place.

Bristol, CT: Due to COVID-19, the City of Bristol is not accepting special event applications. All previously submitted applications are postponed until further notice.

Oak Harbor, WA: is not permitting Special Events at this time. If Island County gets approval to move to Phase 4, we will begin accepting Special Event permit applications. In addition to the normal documents applicants must submit, we will require applicants to provide how they plan to adapt their event to meet the new requirements related to reducing the spread of COVID-19.

Cottonwood Heights, UT: Due to the COVID-19 and Salt Lake County Health Department strict guidelines/requirements we will not approve any Special Event Permits, until further notice. We will continue to review and evaluate this policy until we feel the health and safety of those involved is no longer at risk, at that time this restriction can be lifted. We appreciate your understanding and collaboration.

Boise, ID: The health and safety of our citizens is our top priority, therefore, the Parks and Recreation Department will not be issuing Special Event Permits, due to concerns about the spread of the coronavirus (COVID-19) until phases of reopening the city have been successful and/or further guidance is released.

Tempe, AZ: Requirements for Special Event Approval, based on COVID-19 Benchmarks.
Current COVID-19 Risk Status: SUBSTANTIAL

- All three (3) benchmarks in red category – only the following types of events will be permitted:
 - o Events where attendees remain in their own vehicle for all or most of the event
- Two (2) benchmarks in red category – only events with the following will be permitted:
 - o Events in the preceding category, or
 - o Events with the following:
 - Maximum attendance of one hundred (100) attendees at any one (1) time;
 - Outdoor events; and
 - Majority of attendees are from the local area.
- One (1) benchmark in red category or two (2) benchmarks in yellow category – only events with the following will be permitted:
 - o Events in the preceding categories, or
 - o Events with the following:
 - Maximum attendance of two hundred fifty (250) attendees at any one (1) time;
 - Outdoor or indoor events; and
 - Less than half of attendees may be from outside the local area.

Chapter 12.28

SPECIAL EVENTS

Sections:

- 12.28.010 Purpose**
- 12.28.020 Findings and Intent**
- 12.28.030 Definitions**
- 12.28.040 Special Event Permit—When Required, Exceptions**
- 12.28.050 Special Event Permit—Application Procedure—Filing Period**
- 12.28.060 Parking Restrictions or Road Closures for Special Event—Signs**
- 12.28.070 Special Event Permit—Conditions of Issuance—Grounds for Denial**
- 12.28.080 Special Event Permit—Notice of Rejection**
- 12.28.090 Duties of Permittee**
- 12.28.100 Special Event Permit—Revocation Conditions**
- 12.28.110 Penalty**

12.28.010 Purpose

The purpose of this chapter is to provide a process for the issuance of a Special Event Permit from the Town in order to regulate Special Events in or upon public property including streets, alleys, public parks, George Washington Memorial Park, the Town Square, public buildings and sidewalks in the interest of public health, safety and welfare.

12.28.020 Findings and Intent

- A. This chapter is enacted to protect and preserve the public health, safety and welfare. Its provisions shall be liberally construed for the accomplishment of these purposes.
- B. It is expressly the purpose of this chapter and any procedures adopted hereunder to provide for and promote the health, safety and welfare of the general public, and not to create or otherwise establish or designate any particular class or group of persons who will or should be specially protected or benefited by the terms of this chapter or any procedures adopted hereunder.
- C. It is the specific intent of this chapter and any procedures adopted hereunder to place the obligation of complying with the requirements of this chapter upon the permittee, and no provision is intended to impose any duty upon the Town, or any of its officers, employees or agents. Nothing contained in this chapter or any procedures adopted hereunder is intended to be or shall be construed to create or form the basis for liability on the part of the Town, its officers, employees or agents, for any injury or damage resulting from the failure of permittee to comply with the provisions of this chapter, or by reason or in consequence of any act or omission in connection with the implementation or enforcement of this chapter or any procedures adopted hereunder by the Town, its officers, employees or agents.

12.28.030 Definitions

For the purposes of this chapter, the following terms, phrases, words and their derivations shall have the meaning given herein. When not inconsistent with the context, words used in the present tense include the future, words in the plural number include the singular number, and words

in the singular number include the plural number. The word “shall” is always mandatory and not merely directory.

- A. “Alcoholic Beverage” means alcoholic liquor or malt beverage as defined in W.S. § 12-1-101(a)(i), (vii) and (x), or as amended.
- B. “Applicant” means any person or organization seeking a permit from the Town to conduct or sponsor a Special Event governed by this chapter. An applicant must be eighteen (18) years of age or older.
- C. “Catering Permit” for a Special Event means the permit authorizing the sale of alcoholic and malt beverages at a Special Event pursuant to Wyoming State Statutes.
- D. “Expressive Activity” shall mean a parade, assembly, meeting or similar gathering conducted for the purpose of exercising free speech activity protected by either the First Amendment to the United States Constitution or the Wyoming Constitution.
- E. “George Washington Memorial Park” means the actual park area within the Town Square.
- F. “Malt Beverage Permit” for a Special Event means the permit authorizing the sale of malt beverages only pursuant to Wyoming State Statutes.
- G. “Permittee” means any person or organization to whom or which has been issued by the Town a Special Event Permit.
- H. “Public Building” is property owned fully or jointly by the Town for a public purpose and is held out to the public and not leased to a third party.
- I. “Public Parks” shall mean a public playground, public recreation center or area, and other public areas, created, established, designated, maintained, provided or set aside by the Town, for the purposes of public rest, play, recreation, enjoyment or assembly, and all buildings, facilities and structures located thereon or therein.
- J. “Special Event” means a preplanned single gathering, event or series of related gatherings or events of an entertainment, cultural, recreational, educational, political, religious or sporting nature, or of any other nature including, but not limited to, any parade, march, protest, demonstration, public ceremony, street fair, art and craft show, carnival, block party, soap box derby, farmer’s market or jubilee day, athletic event, show, exhibition, pageant or procession of any kind, or any similar display, in the Town, including the Town Square.
- K. “Special Event Permit” means a permit as required by this chapter for Special Events in or upon a publicly owned street, alley sidewalk, public building, the Town Square or public park, or that enlists the services of Town personnel.
- L. “Town Square,” is defined to include George Washington Memorial Park and the boardwalk, sidewalk, and streets surrounding the park area.

12.28.040 Special Event Permit—When Required, Exceptions

A Special Event Permit shall be obtained for the following:

- A. Any Special Event in or upon a street, alley, sidewalk, public building or public park.
- B. An event in the Town Square for the purpose of informing, engaging or inviting the public with ten (10) or more people in attendance, including the applicant and its representatives and/or which may attract or accumulate ten (10) or more people as determined at the discretion of the Town Manager or designee. Events in the Town Square for the purpose of informing, engaging or inviting the public with less than ten (10) people in attendance, including the applicant and its representatives and/or which may attract or accumulate less than ten (10) people as determined at the discretion of the Town Manager or designee are required to file an application with the Town Clerk on forms prepared by the Town Manager or designee within the timeframe outlined in Section 12.28.050(B) of this Chapter. The forms provided by the Town Clerk shall require information reasonably necessary to make a fair determination as to whether a Special Event Permit should be required and/or issued.
- C. To request or enlist the services of Town personnel for a Special Event.
- D. This chapter shall not apply to:
 - 1. Funeral processions or oversize load escorts;
 - 2. Regularly scheduled school events, such as athletic events, which use existing parking, traffic controls and public safety support;
 - 3. The Town of Jackson acting within the scope of its functions, or an event sponsored in whole or in part by the Town;
 - 4. Any section or part of any public park or public building declared closed to the public by the director of the Parks and Recreation Department or designee or the Town Manager or designee and for any interval of time, either temporarily or at regular and stated intervals, daily or otherwise and either entirely or merely to certain uses, as the Town Manager or designee or the director of the Parks and Recreation Department or designee finds reasonably necessary;
 - 5. Events in public parks managed by the Parks and Recreation Department, with the exception of George Washington Memorial Park, when no services of Town personnel are requested or enlisted or when no exemptions from Town of Jackson Municipal Code are requested, and when the proper applications have been approved by the Parks and Recreation Director or designee;
 - 6. When police services are enlisted or requested for private events when a Special Event Permit is not otherwise required and when the proper applications have been approved by the Chief of Police or designee;
 - 7. When START services are enlisted or requested for events when a Special Event Permit is not otherwise required and when no other services of Town personnel are enlisted or requested, when no exemptions from Town of Jackson Municipal Code are requested, and when the proper applications have been approved by the START Board or designee;
 - 8. Events held at the Fair Grounds and approved by the Fair Board, when no services of Town personnel are requested or enlisted or when no exemptions from Town of Jackson Municipal Code are requested; or

9. Expressive Activity in traditional public forums as alternative channels of communication by the public, provided such use is for the free exercise of constitutionally protected activities, does not exceed the number or persons threshold set forth in Section 12.28.040(B), does not require sound amplification and does not disrupt or interfere with traffic on public streets or the use of public places by other members of the public. Such Expressive Activity, however, is subject to the same requirements and/or permits for signs, banners or structures, including but limited to height or dimensional limitations, as set forth in this chapter, the Land Development Regulations, and/or Municipal Code.

12.28.050 Special Event Permit—Application Procedure—Filing Period

- A. A person or organization seeking a Special Event Permit in or upon a street, alley, sidewalk, public building or a public park shall file an application with the Town Clerk on forms prepared by the Town Manager or designee. The forms provided by the Town Clerk shall require information reasonably necessary to make a fair determination as to whether a Special Event Permit should be issued.
- B. Special Event applications shall be filed with the Town Clerk at least twenty-one (21) days prior to the date that a Special Event is proposed to be conducted. The Town Clerk shall determine if the application is complete or requires Town Council approval.
 1. Applications requesting Town Council exemption from Town of Jackson Municipal Code 6.40.050 prohibiting the consumption of alcoholic beverages in George Washington Memorial Park shall not be accepted or processed by the Town Clerk.
 2. Any application filed less than twenty one (21) days before the date such Special Event is proposed to be conducted shall be subject to any conditions or restrictions deemed necessary by Town Council, or the Town Manager or designee. Such conditions or restrictions may be placed on the application prior to or after Town Council approval until such time the application and any other application associated with the Special Event may be fully reviewed by all Town Departments, Teton County Fire Department, Parks and Recreation Department, Pathways Department, and other agencies.
- C. The Town Council shall approve or deny all Special Event Permit applications and related additional permits or applications, which are filed less than twenty one (21) days before the date such Special Event permit is proposed to be conducted or are new Special Event Permit applications. The following Special Event Permit applications may be approved at the Staff level:
 - a. Applications for Special Events that have been previously approved by the Town Council in prior years and no significant or material changes are requested.
 - b. Applications in which all potentially impacted Town, County and Joint departments have reviewed the application and signed off on the Special Event.
 - c. Applications in which the anticipated or estimated number of attendance/participants is 250 people or less.
 - d. Applications involving only minor changes to a previously approved Special Event (e.g. a date change).

- D. If the applicant's event constitutes expressive activity within the meaning of this chapter, or the applicant asserts that the proposed event constitutes expressive activity within the meaning of this chapter, application shall be subject to the review of the Town Attorney.
- E. Once a Special Event application is complete, the Town Clerk shall circulate and refer the application to all Town departments, Teton County Fire Department, Parks and Recreation Department and Pathways Department for their comments, suggestions for conditions of approval and estimate of fees for services of Town personnel as a condition of approval for the Special Event.
- F. Fees. The fees for each Special Event Permit application submitted to the Town shall be:
 - 1. Non-Profit Applicant. \$25.
 - 2. For-Profit Applicant (including commercial filming and photograph). \$150.
 - 3. Expressive Activity. No fee.
- G. Additional permits or applications may be required for submission with a Special Event Application, including but not limited to:
 - 1. A Malt Beverage or Catering Permit pursuant to Wyoming State Statutes if seeking to sell alcoholic beverages at a Special Events. All sales of alcoholic beverages shall be in compliance with Title 6 of Town of Jackson Municipal Code and Chapter 12 of Wyoming State Statute.
 - 2. A Sign Permit if temporary banners or signs will be utilized. All signs shall be in accordance with Division 4600 of the Land Development Regulations.
 - 3. A Temporary or Transient Merchant and Exposition License applications if goods will be sold at the Special Event. All sales of goods shall be in compliance with Title 5 of this Municipal Code with the exception of Sponsorship listed in 12.28.050(K) of this section.
- H. Noise. Any Special Event which generates noise from any source exceeding eighty (80) decibels as measured under Section 9.44.040 of this Municipal Code requires permission from the Town Council as part of the Special Event application. Such noise is not permitted beyond the special event parameters approved by Town Council, plus any conditions or restrictions to the Special Event including but not limited to event location, date and hours of operation. Special Event applicants may conduct post-event production such as breaking down equipment and cleaning up from the Special Event until midnight on the day of the Special Event provided that the applicant utilize minimal production lighting and equipment which does not generate noise exceeding eighty (80) decibels as measured under Section 9.44.040 of this Municipal Code.
- I. Permission and/or permits may also be required from other State or local organizations, including but not limited to the following:
 - 1. Wyoming Department of Transportation permit (e.g. to close any state highway);
 - 2. Teton County Fire Department (e.g. fireworks permit; tents);
 - 3. Teton County Parks and Recreation Department (e.g. use of equipment);
 - 4. Teton County Health Department (e.g., temporary food service permit);
 - 5. Teton County Pathways Department;
 - 6. Teton County Fair board (e.g. Special Events during fair);
 - 7. Town Public Works/Engineering Department (if event will substantially interfere with any construction or maintenance work scheduled to take place upon, on, through or under Town streets, alleys, parks, right-of-way, etc.);

8. START Bus (e.g. if request requires public transportation service to Special Event or will interfere with a START Bus route).
 - J. Insurance: An insurance certificate naming the Town of Jackson as an additional insured including its Officers, Officials, Employees, and Volunteers and stating that coverage is primary and non-contributory is required for every Special Event and must be submitted to the Town Clerk at least ten (10) days prior to the Special Event. Insurance limits must be at least \$1,000,000/occurrence and \$1,000,000 aggregate. The additional insured language on the certificate may not include any limitations or exclusions. The policy shall include general liability insurance protecting against liability for bodily injury, death, and property damage in an amount not less than \$1,000,000 each occurrence. The Town Manager, or designee, or Town Attorney, may require additional insurance requirements to be met by the applicant when deemed necessary. Associated Catering and/or Malt Beverage permits for Special Events are required to include liquor liability insurance.
 - K. Sponsorship. The Town Council may approve the sale of goods, products and/or services, food or alcohol by for-profit vendors or applicants during a Special Event that is on public property or in a public park provided that Special Event is sponsored by a non-profit organization. The applicant shall submit to the Town Clerk with the Special Event Application a letter from the non-profit sponsor which describes in detail the direct benefit the non-profit sponsor will receive as a result of the Special Event, financial or otherwise.
- (Ord. 1112 § 1, 2016; Ord. 1011 § 1, 2012; Ord. 1003 § 1, 2012)

12.28.060 Parking Restrictions or Road Closures for Special Event—Signs

A Special Event application shall include requests for special parking restrictions or road closures in connection with a Special Event. Town Council, the Town Manager or designee shall have the authority, when reasonably necessary, to prohibit or restrict the parking of vehicles along a street, highway or an alley, or any part thereof constituting a part of the Special Event, unless such is in the WYDOT right-of-way in which case a WYDOT permit will be required. The Town Manager or designee shall have signs posted regarding the prohibition or restrictions approved. All roads closed for and during a Special Event shall maintain a clear and unobstructed width of twenty (20) feet to allow for emergency vehicle traffic.

12.28.070 Special Event Permit—Conditions of Issuance—Grounds for Denial

- A. The Town Council may approve a Special Event application partially or in its entirety for events as provided for under this chapter unless the Town Council finds, from a consideration of the application and from such other information and recommendations and/or conditions obtained from the Town police department, Town fire department, planning department, Town Attorney, Town administration and Town public works, that it may be denied on the grounds that:
 1. The conduct of the Special Event Permit will substantially interrupt the safe and orderly movement of other traffic contiguous to its route;
 2. The conduct of the Special Event will require the diversion of so great a number of police officers of the Town to properly police the line of movement and the areas contiguous thereto as to prevent normal police protection to the Town;
 3. The conduct of such Special Event will require the diversion of so great a number of ambulances as to prevent normal ambulance service to portions of the Town

other than that to be occupied by the proposed line of movement and the areas contiguous thereto;

4. The concentration of persons, animals and vehicles at assembly points of the Special Event in or upon a street, alley, sidewalk, public building or public park will unduly interfere with proper fire and police protection of, or ambulance service to, areas contiguous to such assembly areas;
 5. The conduct of such Special Event will interfere with the movement of firefighting equipment in route to a fire;
 6. The size, nature or location of the Special Event is reasonably likely to cause a clear and present danger of injury to persons and property;
 7. Information contained in the application for a Special Event Permit or any other permit associated with the Special Event or supplemental information requested from the applicant, is found to be false in a material detail;
 8. The applicant fails to complete the application form or fails to submit insurance that meets the requirements of 12.28.050(I) of this chapter after having been notified of the additional information or documents required;
 9. Another Special Event Permit has been received prior in time or has already been approved for the same time and place requested by the applicant or so close in time and place to that requested by the applicant that the issuance of both permits would cause undue traffic or parking congestion or cause the police or fire departments to be unable to meet the needs for police or fire services for both events;
 10. The location of the Special Event will substantially interfere with Town operations, or any construction or maintenance work scheduled to take place upon Town streets, right-of-way, alleys, parks or Town property; or
 11. The Special Event will violate a Town ordinance or Wyoming state statute.
- B. An applicant for a Special Event Permit and any other permit application associated with a Special Event desiring to accept the modified Special Event Permit or any other permit associated with a Special Event shall, after receiving notice of the action of the Town Council, file a written notice of acceptance with the Town Clerk or designee prior to the event. The modified Special Event Permit shall conform to the requirements of, and shall have the effect of, a Special Event Permit and any other permit associated with the Special Event Permit under this chapter.
- C. The Town Council may condition or restrict the issuance of a Special Event Permit or any other permit associated with a Special Event by imposing reasonable requirements concerning the time, place and route of the event and such requirements as are necessary to protect the health, safety or welfare of persons and property and control of traffic.
- D. The applicant will be notified upon approval of the Special Event including any conditions or restrictions to the application.

12.28.080 Special Event Permit—Notice of Rejection

If the Town Council disapproves the application for failure to meet the conditions as outlined in Section 12.28.060 of this chapter, the Town Clerk shall state in writing the reason for the recommendation of denial or stipulate additional conditions.

12.28.090 Duties of Permittee

- A. A permittee under this chapter shall comply with all terms, directions and conditions of the Special Event Permit or any other permits in association with the Special Event and with all applicable laws and ordinances.
- B. The permittee shall ensure that the person in charge of the Special Event is familiar with all the provisions of the Special Event Permit and carries the Special Event Permit and any applicable permits in association with the event upon his or her person during the duration of the Special Event.
- C. The permittee may be required to have sufficient volunteers to assist with requests such as traffic control posts, information officers, or other responsibilities in connection with a Special Event.

12.28.100 Special Event Permit—Revocation Conditions

The Town Manager or designee shall have the authority at any time to, in writing, revoke or terminate a Special Event Permit or any other permit(s) associated with a Special Event issued under this chapter upon violation of the standards for issuance as set forth in this chapter and/or conditions placed on the issuance of the Special Event Permit or any other permit(s) in association with the Special Event, or any chapter of the Town of Jackson Municipal Code or Land Development Regulations, or if the continuation of the Special Event presents a clear and present danger to the participants or the public.

12.28.110 Penalty

Any individual violating any of the provisions of this ordinance shall, upon conviction thereof, be punishable as provided in Section 1.12.010 of the Jackson Municipal Code.
(Ord. 1011 § 1, 2012; Ord. 1003 § 1, 2012)

MEDIA RELEASE

Contact: Jodie Pond

Phone: 307-732-8461

Fax: 307-733-8747

Email address: jodie.pond@wyo.gov



For Immediate Release

Teton County, WY is in Orange (Moderate) Risk Level

February 11, 2021, Jackson, WY – Teton County Health Department is announcing that Teton County, WY has moved into the Orange (Moderate) Risk Level. The change from the Red (High) Risk Level is due to continued improvements in some of the local COVID-19 metrics.

Between January 28, 2021 and February 10, 2021 Teton County detected 198 new cases. This is a 60% decrease from the previous two weeks, during which time 494 cases were detected. The percent of recent COVID-19 tests that were positive has also decreased to approximately 3.7% from 7% two weeks ago. Recent hospitalizations of COVID-19 cases have remained low and Teton County Health Department's contact tracing team has been able to respond to each new case and their contacts.

While these trends are encouraging, new cases of COVID-19 in Teton County remain high. Teton County Health Department Epidemiologist, Shane Yu, MPH, reported, "We're continuing to move in the right direction and that's very encouraging. That said, our case numbers are still higher than they were during our peak last summer. Right now, we are able to move into the moderate risk level because the hospitalizations are low and the County's contact tracing and testing capacities have improved over time. This all means we are better able to handle current case numbers which are still quite high despite the recent decrease. Everyone should continue to be very careful and follow all the standard precautions."

The Teton County Health Department would like to remind community members about the recommendations that come with the Orange (Moderate) Risk Level. These include avoiding large gatherings, avoiding crowded spaces, and more. Please continue to wear masks, maintain at least six feet of distance, stay home when sick and wash your hands frequently. Read about the Orange (Moderate) Risk Level and the accompanying recommended preventative measures [here](#).

###

Teton County COVID-19 Metrics, last updated on 2/11/21

Several metrics are being monitored to assess the situation and the risk COVID-19 poses to Teton County. The current status of each metric is listed below. The Teton County Health Department will be reviewing and evaluating these metrics weekly to determine if changes can be made.

Metric	Critical	Concerning	Stable	Improved
New Cases	X			
Community Spread	X			
Testing Availability				X
Percent Positive Tests			X	
Hospital Admissions			X	
PCU Bed Availability				X
ICU Bed Availability				X
PPE Inventory			X	
Contact Tracing Capability			X	

Metric	Definition
New Cases	A rolling seven-day average of the number of new, laboratory-confirmed positive cases per day.
Community Spread	Percentage of new cases without a known close contact to another laboratory-confirmed positive case.
Testing Availability	Current availability of testing supplies and how quickly tests are being processed at laboratories.
Percent Positive Tests	Percent of recent tests that are positive.
Hospital Admissions	Number of patients recently hospitalized with COVID-19.
PCU Bed Availability	Percentage of primary care unit beds available at St. John's Health.
ICU Bed Availability	Percentage of intensive care unit beds available at St. John's Health.
PPE Inventory	Total amount of stockpiled personal protective equipment to be able to fulfill organization's needs that have the closest proximity to the COVID-19 outbreak in Teton County.
Contract Tracing Capability	Current availability of staff and resources at the Health Department to ensure all new cases are quickly isolated and their close contacts quarantined.

Changes to Public Health Orders Related to COVID-19

February 2021

Summary

- The statewide mask protocol will continue.
- Changes to the current public health orders will take effect on **February 15, 2021 and will expire on February 28, 2021.**
- Due to improving metrics around the state (case counts, hospitalizations, etc.), changes to the next round of orders include:
 - ◆ Further easing of restrictions on restaurants.
 - ◆ Further easing of restrictions on gyms.
 - ◆ Easing of restrictions on indoor and outdoor events.
 - ◆ Easing of restrictions on organized sports and artistic performances.

Additional detail on the changes to each public health order is provided below.

Continuation of Statewide Order for Mask Use (Public Health Order #4)

Use of masks statewide will continue with this round of orders.

Changes to Public Health Order #1

- **Further easing restrictions on restaurants and theaters.** Groups of up to 8 will now be permitted to sit together, up from 6.
- **Further easing of restrictions on gyms.** Remove the limit of 1 person per 120 square feet. Patrons must remain at least 6 feet during their workout.

Changes to Public Health Order #2

- **Gatherings** (without required distancing between groups) are limited to 25 individuals (previously 10).
- **Indoor events** may allow up to 25% of venue capacity with a maximum of 500 people (up from 250). Groups of up to 8 will now be permitted to sit together, up from 6.
- **Outdoor events** may allow up to 50% of venue capacity with a maximum of 1,000 people (up from 500). Groups of up to 8 will now be permitted to sit together, up from 6.
- Participants in **organized sporting events and artistic performances** shall not congregate in groups larger than 25 individuals (up from 12).

Changes to Public Health Order #3

- There are **no changes** to public health order #3 at this time.

**TWENTY-FIRST CONTINUATION, AND MODIFICATION, OF STATEWIDE PUBLIC
HEALTH ORDER #2: REGARDING GATHERINGS
OF MORE THAN TWENTY-FIVE (25) PEOPLE**

In an effort to stop the spread of the coronavirus (COVID-19), the Wyoming Department of Health finds it necessary to protect the health of the public by modifying and continuing certain restrictions as outlined in this Order. Additionally, this Order implements measures in line with the White House unveiling, on April 16, 2020, of certain guidelines for Opening Up America Again - a three-phased approach beginning with State or Regional Gating Criteria and continuing through three phases of removing restrictions when there is no evidence of resurgence of the virus.

The metrics measuring outbreak progress and healthcare system capacity support the Wyoming Department of Health continuing the previous statewide public health orders through a measured and data-based approach. As with previous statewide public health orders, this Order continues to authorize countywide variances to the restrictions within this Order, in the form of a Countywide Variance Order, if approved in writing by the County Health Officer and the State Health Officer. This Order differs from the previous statewide public health order (Twentieth Continuation), as it authorizes gatherings of 25 people or less, with exceptions, and this Order increases the maximum number of people allowed at certain indoor events (up to 500 people) and certain outdoor events (up to 1,000 people), with conditions.

This Order is effective on February 15, 2021, and shall remain in effect through February 28, 2021, unless the Wyoming Department of Health revokes or extends this Order before February 28, 2021.

FINDINGS

1. COVID-19 was first detected in Wuhan, China in 2019, and since then has spread to over 60 countries including the United States. There are 45,068 confirmed cases of COVID-19 in Wyoming as of February 10, 2021, as well as the presence of community spread. It is expected that more cases will be diagnosed. There have been 647 deaths among Wyoming residents related to COVID-19.
2. COVID-19 is a respiratory illness, transmitted through person-to-person contact or by contact with surfaces contaminated with the virus. Persons infected with COVID-19 may become symptomatic two to fourteen days after exposure. The symptoms of COVID-19 include fever, cough, and shortness of breath. In some cases, COVID-19 can result in severe disease including hospitalization, admission to an intensive care unit, and death, especially among older adults and persons with serious underlying health conditions. New information about the implications of this virus is ongoing.
3. The World Health Organization declared COVID-19 a worldwide pandemic as of March 11, 2020.
4. On March 13, 2020, the President of the United States declared a national emergency concerning the coronavirus, specifically stating that, in "December 2019 a novel (new)

coronavirus known as SARS-CoV-2 (“the virus”) was first detected in Wuhan, Hubei Province, People’s Republic of China, causing outbreaks of the coronavirus disease (COVID-19) that has now spread globally [...] The spread of COVID-19 within our Nation’s communities threatens to strain our Nation’s healthcare systems. [...] Additional measures [...] are needed to successfully contain and combat the virus in the United States.”

5. On March 13, 2020, Wyoming Governor Mark Gordon declared a State of Emergency and Public Health Emergency in the State of Wyoming, stating that on March 11, 2020, an individual within the State of Wyoming tested presumptive positive for COVID-19 and the State of Wyoming is experiencing a public health emergency in response to the evolving COVID-19 outbreak.
6. Governor Gordon’s Declaration of a State of Emergency and Public Health Emergency directs the Wyoming Department of Health to take all appropriate and necessary actions, and that in the judgment of the Director of the Wyoming Department of Health, any actions necessary should be taken to provide aid to those locations where there is a threat or danger to public health, safety, and welfare.
7. A significant number of Wyoming citizens are at risk of serious health complications, including death, from COVID-19. Although most individuals who contract COVID-19 do not become seriously ill, people with mild symptoms, and even asymptomatic persons with COVID-19, place other vulnerable members of the public at significant risk.
8. A large number of persons with serious infections may compromise the ability of healthcare systems in Wyoming to deliver the necessary healthcare to the public.
9. Wyoming Statute § 35-1-240(a)(i), (ii), (iii), and (iv) provides all the rights and powers for the Wyoming Department of Health, through the State Health Officer, Dr. Alexia Harrist, MD, PhD, or under her directive through other employees of the Wyoming Department of Health, to control the causes of communicable disease; and to forbid gatherings of people when necessary to protect public health.
10. In addition to the above findings, stopping the spread of COVID-19 includes washing your hands often, practicing social distancing by avoiding close contact with others, staying at least six feet away from someone who is ill or showing signs of illness, avoiding touching your face, eyes, nose and mouth, covering your cough or sneeze into your elbow or by using a tissue, and by wearing a face covering when in public.

ORDER

1. As used in this order “Face Covering” means a covering made of cloth, fabric, or other soft or permeable material, without holes, that covers the nose and mouth and surrounding areas of the lower face.
2. Gatherings of more than twenty-five (25) people are prohibited in order to help stop the spread of COVID-19 and protect the health of the public.

3. "Gatherings" are any planned or spontaneous event, public or private, bringing together, or likely bringing together, more than twenty-five (25) people in a single room or a single confined space (whether indoor or outdoor) at the same time.
4. If a business or other entity (child care facility, K-12 school, college, university, and trade school) is governed by statewide public health order #1 or #3, the restrictions in those orders govern those businesses or entities unless otherwise specifically noted herein.
5. Gatherings at the following are exempted from this Order:
 - a. Hotels and motels for lodging purposes;
 - b. Livestock auctions;
 - c. Groups of workers being transported to a location for their jobs;
 - d. Government business, military and National Guard facilities, law enforcement, jails, secure treatment centers, and correctional facilities, including any facility operated by the Wyoming Department of Corrections, and any facility used to respond to natural disasters or public health emergencies;
 - e. Federal, State, and local government facilities, including government service centers;
 - f. Relief facilities, including food pantries and shelter facilities;
 - g. Residential buildings, excluding individual household residences;
 - h. Grocery stores, markets, convenience stores, pharmacies, drug stores;
 - i. Truck stops, gas stations, and auto-repair facilities;
 - j. Retail or business establishments, where more than twenty-five (25) people may be present but are generally not within six (6) feet of one another;
 - k. Healthcare facilities, including hospitals, medical facilities, home health agencies, personal care agencies, hospices, adult family homes, mental health centers, and pharmacies;
 - l. Alcohol and drug treatment centers;
 - m. Long-term care and assisted living facilities, including nursing homes and assisted living facilities, as long as the facility complies with guidance and directives from the CDC, the Wyoming Department of Health, and appropriate licensing and regulatory agencies;
 - n. Religious or faith based organizations and funeral homes; and
 - o. Parades.
6. Events not specifically identified by name or type within this Order may allow indoor gatherings of more than 25 people but no more than 25% of venue capacity with a maximum

of 500 people. Events not specifically identified by name or type within this Order may allow outdoor gatherings of more than 25 people but no more than 50% of venue capacity with a maximum of 1,000 people. Events allowed under this paragraph are subject to the following conditions, to be enforced by the host or organizer of the event. These events include by way of example but are not limited to rodeos, speedway motor races, concerts, organized sporting events, fairs, track and field races, farmer's markets, fireworks shows, weddings, and any other event of a similar nature.

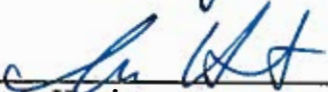
- a. Groups of attendees seated or standing together must be limited to 8, however, an event may make exceptions for groups greater than 8 if the group is solely comprised of members from the same household;
- b. A 6-foot distance must be maintained between individual groups at all times, including but not limited to entrances, exits, concessions, ticket booths, and restrooms;
- c. Prior to the event, staff, hosts/organizers of the event, and event participants (not event attendees) must be screened for symptoms of COVID-19, or exposure to a person with COVID-19 during the previous 14 days. Staff, hosts, organizers, or event participants with symptoms of illness, or known exposure to a person with COVID-19 infection within the previous 14 days, shall not participate in the event; logs of the screening activity shall be kept and made available for inspection by the local health officer;
- d. The entire event facility, to the extent there are facilities, shall be cleaned thoroughly, including all high touch areas before and after each event, according to CDC guidelines for cleaning;
- e. Staff who come within 6 feet of event attendees or other staff must wear a Face Covering;
- f. In the event the required 6 feet of distance between individual groups cannot be maintained, Face Coverings must be worn during the event, to the greatest extent possible, unless wearing a Face Covering is specifically required by Statewide Public Health Order #4: Requiring Face Coverings in Certain Places, with Exceptions;
- g. The event shall not take place without appropriate protective equipment for staff (Face Coverings, gloves for serving and cleaning, etc.), EPA-approved disinfectants and sanitizers, soap and other necessary cleaning supplies;
- h. The event shall encourage contactless and non-signature payment, as applicable; if not possible for the attendee, card and payment stations must be sanitized after each use; staff shall sanitize hands between handling payment options;
- i. Signage must remind attendees not to enter if they have symptoms of COVID-19, and the signage must be displayed at the entrance of the event; signage must also be positioned on event premises reminding separate parties to stand at least 6 feet apart;
- j. Food and beverage service shall follow the provisions for restaurants in the Twenty-First Continuation, and Modification, of Statewide Public Health Order Regarding Bars,

Restaurants, Theaters, Gymnasiums, Child Care Facilities, K-12 Schools, Colleges, Universities, and Trade Schools;

- k. Participants in organized sporting events and artistic performances shall not congregate in groups larger than 25 individuals. This means that participants (up to 25 individuals) may interact with each other in direct close proximity without physical distancing;
 - l. The event should follow the public health recommendations of the Centers for Disease Control and the Wyoming Department of Health, including washing hands often with soap and water, practicing social distancing by avoiding close contact with others, avoiding touching your face, eyes, nose and mouth, covering your cough or sneeze into your elbow or by using a tissue, and wearing a Face Covering when in public; and
 - m. For clarity, the person limit in paragraph 6 (page 3-4) is not calculated by adding participants and spectators/attendees together.
- 7. Additional specific gathering exceptions to the restrictions in this Order may be granted, at the discretion of the County Health Officer, under the direction and supervision of the State Health Officer, if demonstrated, in writing, to the County Health Officer that people at the gathering will maintain at least six (6) feet of space between one another, and that effective sanitation will be performed before and after the gathering. Any specific exception under this paragraph must be approved in writing by the State Health Officer, and may be modified or revoked by the County Health Officer under the supervision and direction of the State Health Officer.
 - 8. Countywide variances to the prohibitions mandated in this Order may be granted in the form of a Countywide Variance Order if approved and signed by both the County Health Officer and the State Health Officer. Countywide Variance Orders may be less restrictive (or more restrictive) than the measures imposed in this Order.
 - 9. This Order is entered in conjunction with the statewide public health orders titled "Twenty-First Continuation, and Modification, of Statewide Public Health Order Regarding Bars, Restaurants, Theaters, Gymnasiums, Child Care Facilities, K-12 Schools, Colleges, Universities, and Trade Schools", entered February 11, 2021, "Twenty-First Continuation, and Modification, of Statewide Public Health Order #3 Regarding Nail Salons, Hair Salons, Barber Shops, Massage Therapy Services, Tattoo, Body Art and Piercing Shops, and Cosmetology, Electrology, and Esthetic Services", entered February 11, 2021, and "Third Continuation of Statewide Public Health Order #4: Requiring Face Coverings in Certain Places, with Exceptions", entered February 11, 2021.
 - 10. This Order does not alter but supplements the requirements outlined in the three other statewide public health orders.

As the State Health Officer, I specifically deem this Order necessary to protect the public health. *See* Wyo. Stat. Ann. § 35-1-240(a)(i), (ii), (iii), and (iv). I will reassess the necessity of this Order as appropriate to do so and according to accepted epidemiological and medical standards. Any person or legal entity that violates this Order shall be subject to criminal prosecution under Wyo. Stat. Ann. §§ 35-1-105 and -106.

DATED THIS 11 DAY OF February, 2021.



Alexia Harrist
Wyoming State Health Officer

ACTIVE WYOMING COVID-19 CASES BY COUNTY: 2-14-21

53,136

TOTAL CASES

773

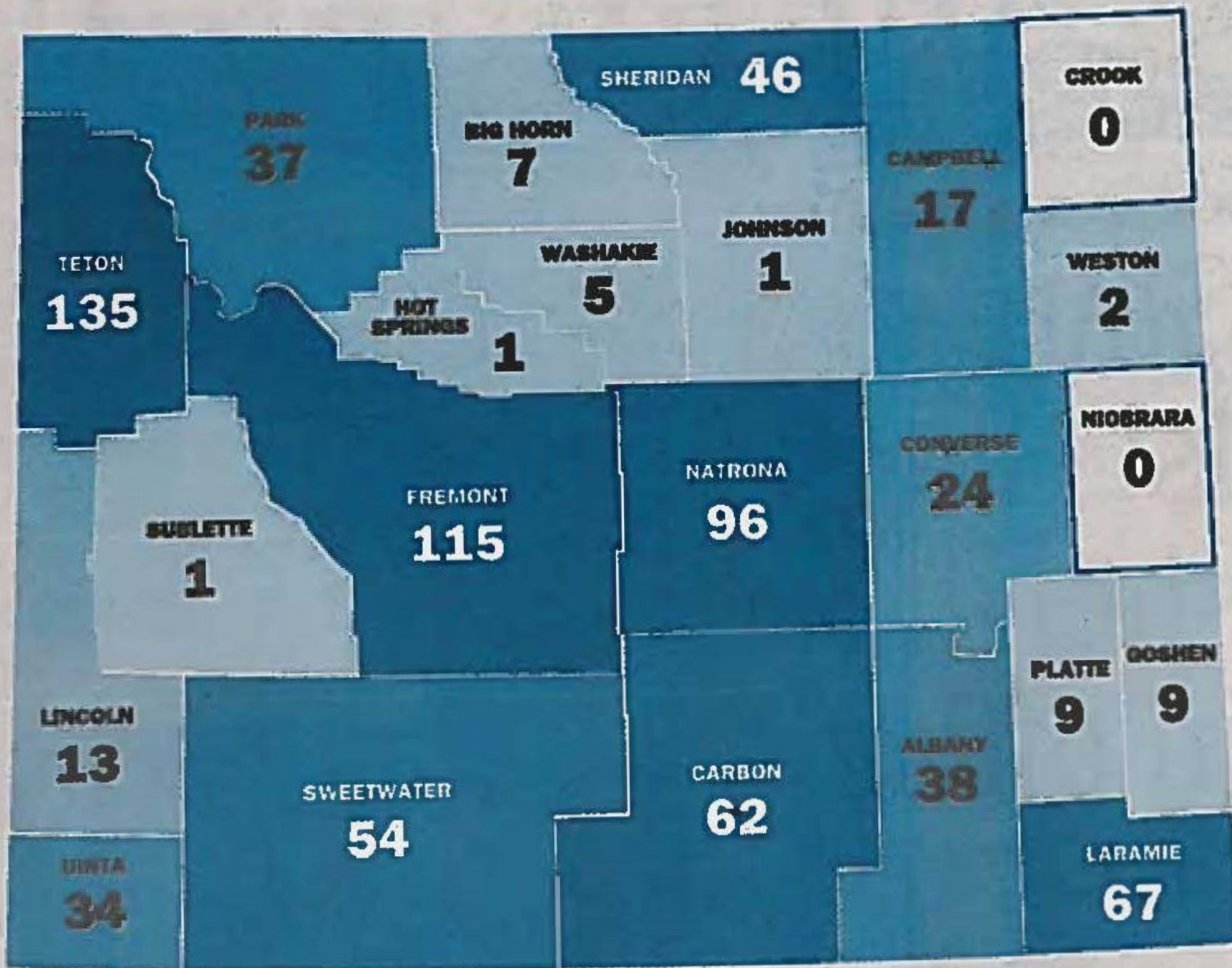
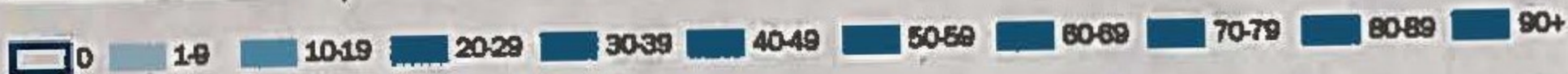
ACTIVE CASES

46

NEW CASES

647

DEATHS

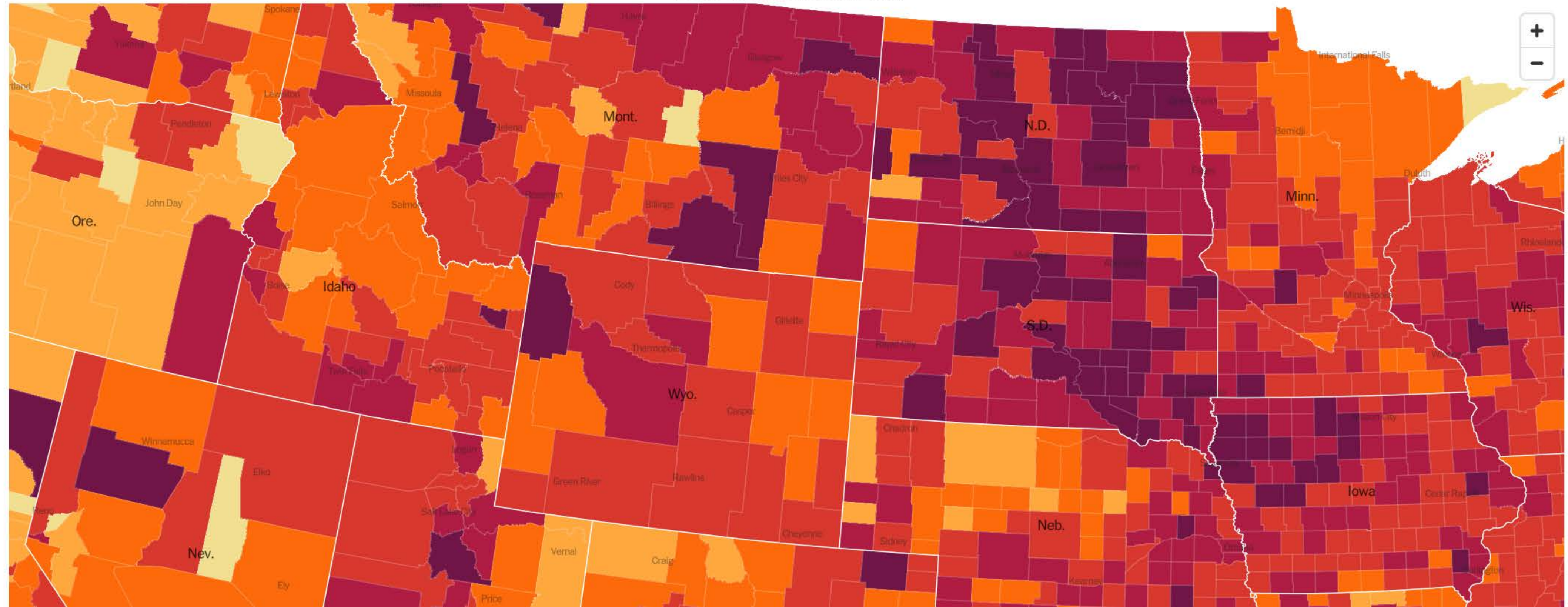


Hot spots Total cases Deaths **Per capita**

Share of population with a reported case



Double-click to zoom into the map.



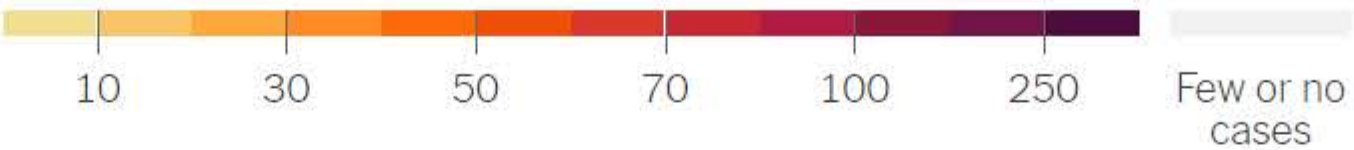
Hot spots

Total cases

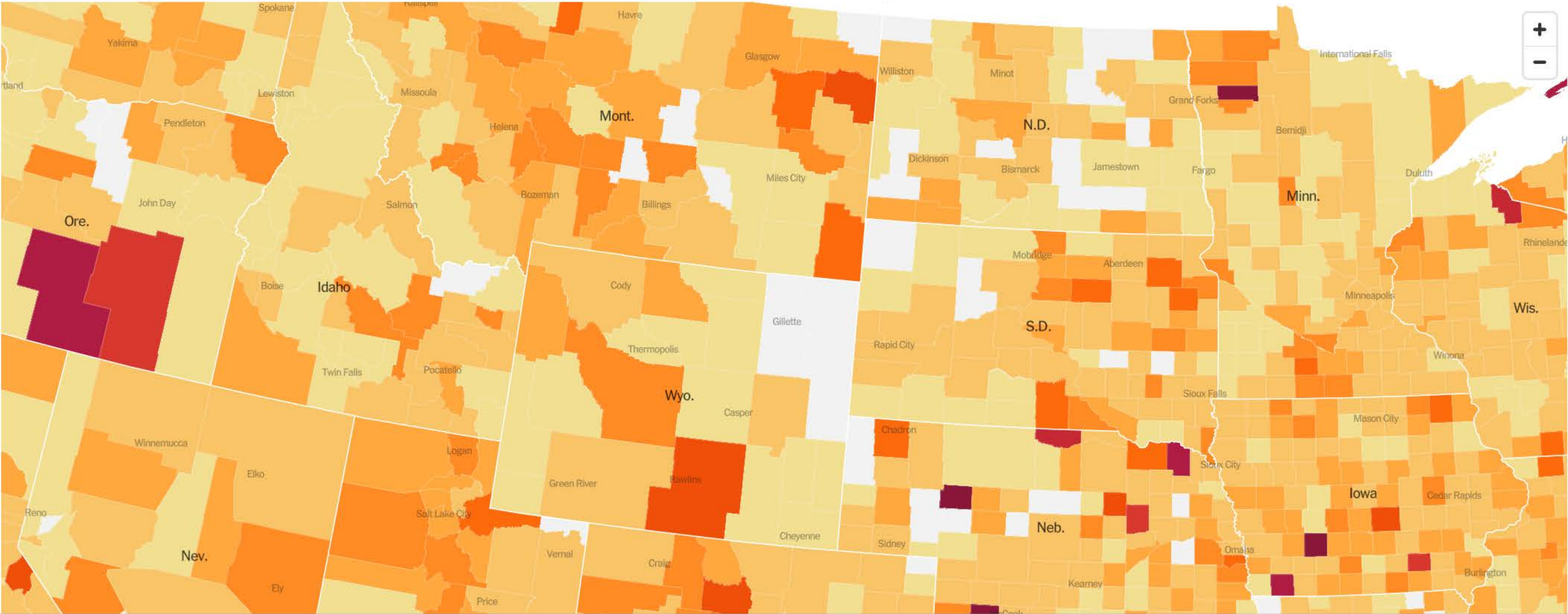
Deaths

Per capita

Average daily cases per 100,000 people in past week



Double-click to zoom into the map.



 COVID-19 United States Cases by County Johns Hopkins University

States/Territories

Please select from list

County (or Equivalent)

Please select from list

Top 50 Confirmed Cases by County

1,168,372 confirmed

Los Angeles

499,105 confirmed

Maricopa

466,422 confirmed

Cook

394,492 confirmed

Miami-Dade

338,274 confirmed

Harris

285,414 confirmed

Riverside

282,494 confirmed

San Bernardino

274,425 confirmed

Dallas

256,839 confirmed

Orange

252,943 confirmed

San Diego

235,964 confirmed

Tarrant

222,670 confirmed

Clark

195,745 confirmed

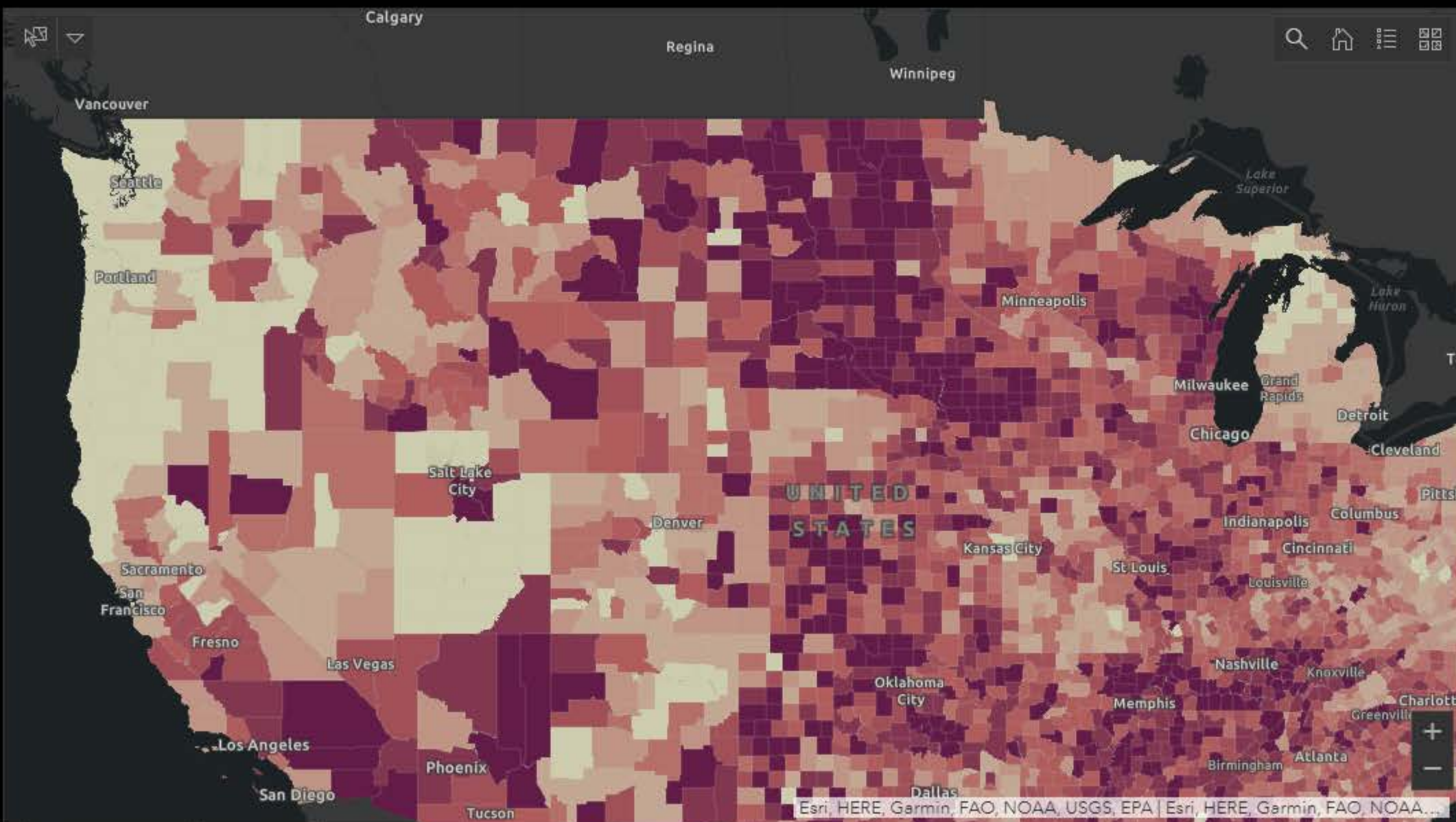
Queens

193,853 confirmed

Kings

Last Updated on:

2021-02-15



Confirmed by Pop

Confirmed

Deaths by Pop

Deaths

New Cases by Pop

New Cases

Inpatient Occ.

ICU Occ.

Tribal Nations

Data is updated once per day to allow the system to pull county-level data. For the most up-to-date confirmed cases and deaths, please see the COVID-19 Global Map. New York City borough deaths data does not include Probable COVID-19 deaths, as this data is not reported.

Map Visualization: [Centers for Civic Impact](#). Automation Support: [Esri Living Atlas team](#), [JHU APL](#), and [JHU Sheridan Libraries](#). Contact Us. [FAQ](#).

Top 20 Counties by Number of Deaths

19,095 deaths

Los Angeles

9,159 deaths

Cook

8,783 deaths

Kings

8,505 deaths

Maricopa

8,485 deaths

Queens

5,657 deaths

Bronx

5,185 deaths

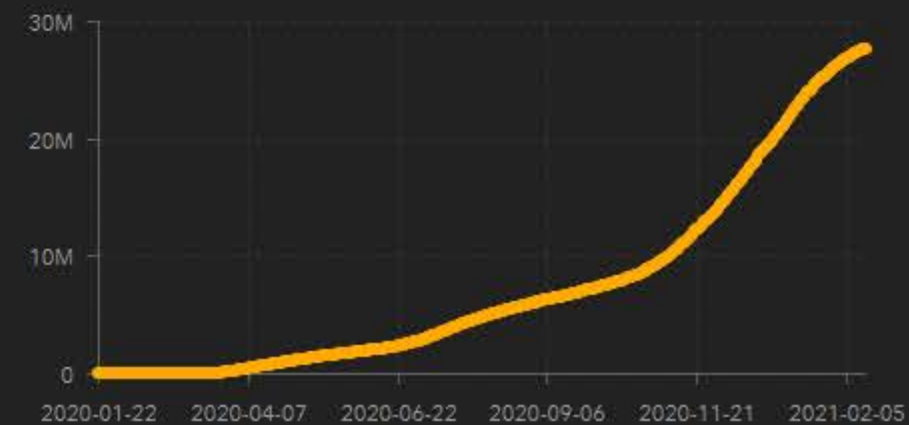
Miami-Dade

4,760 deaths

Harris

4,084 deaths

Wayne



Confirmed

Deaths

STAFF REPORT



Meeting Date:	February 16, 2021	Meeting Title:	Town Council Regular Meeting
Submitting Department:	Administration	Presenter:	Larry Pardee
Agenda Item:	Municipal Code Revision to Allow Fees to be Annually Set by Resolution	Public Comment:	Yes

Purpose & Policy Considerations.

The purpose of this item is provide direction to staff on a draft ordinance that would allow all fees in the Municipal Code that *may* be set by resolution, *to* be set by resolution on an annual basis and to direct staff to present a resolution updating the currently established fees by the Consumer Price Index (CPI) (or another amount as directed by Council), for discussion and adoption at 3rd reading of the ordinance.

Requested Action.

Staff requests Council review the proposed ordinance and, as necessary, provide direction on any changes to the ordinance it desires as well as direct staff to present a resolution updating the currently established fees by the Consumer Price Index (CPI) (or another amount as directed by Council) for discussion and adoption at 3rd reading of the ordinance.

Recommendations.

Staff recommends approving the ordinance at first reading as presented and direct staff to present a resolution updating the currently established fees by the Consumer Price Index (CPI) or other amounts as previously directed by Town Council for discussion and adoption at 3rd reading of the ordinance.

Background.

At the November and December workshops in 2020, Council directed staff to update the building permit fee schedule by 33%, bring back an update to development fees. The Council also discussed fee schedules in general at their retreat in January of 2020. Staff is presenting an ordinance that will allow fees to be updated by resolution on an annual basis and, in addition, staff will present a resolution updating the fees that will be read discussed at second reading of the ordinance and adopted at third reading. By allowing fees to be updated by resolution and to set a schedule to conduct that update annually, it requires the Town to consider annual increases rather than delaying attention to this matter allowing fees to get out of date. Adopting fees by resolution also requires less staff time in updating the Municipal Code. The Town Council will be able to engage the community around fee update updates during the same time that the Council is engaging the public around the annual budget process.

Analysis.

In order to accomplish the Council directive, the Town Attorney drafted an ordinance amending the Municipal Code that relocates all the fees that *may* legally be set by resolution *to* a resolution, so that the Town can update the fees annually by the CPI or other amount as approved by the Council.

The Town Attorney noted, based on state law, some fees will remain in the Jackson Municipal Code. These are:

- Municipal court fees and costs: These must be in the Jackson Municipal Code.
- Criminal fines: These must be in the Jackson Municipal Code
- Water and sewer rates.
 - This is the case because the water and sewer rates have already been adjusted per the capacity studies performed last year and those rates take effect on July 1, 2021.

- o Second, the state law requires sewer rates be set by ordinance, so they may not be in a resolution. It makes sense to keep the water rates, a close relative of sewer rates, in the Jackson Municipal Code as well.

Finally, this project will also include the update (legal and fiscally) of the fee for public records requests. The Town last reviewed and determined such fees in a 2001 resolution, however, the law, the cost of public record requests, and the way in which records are kept and provided have changed since then, necessitating an update of this resolution.

Alternatives (Optional).

Comprehensive Plan & Priority Alignment.

- Section 8. Quality Community Service Provision: Timely, efficiently and safely deliver quality services and facilities in a fiscally responsible and coordinated manner.

In order to continue to provide and maintain quality community services, fee schedules need attention on an annual basis in order to offset the cost of providing some of those services. There are certainly services provided by the Town that do not have offsetting fees.

Fiscal Impact.

These updates will create a positive fiscal impact for the Town by updating fees which, in many cases, are decades old and have not kept pace with the costs of service.

Staff Impact.

Significant. The Finance Director will provide the CPI updates and conducted much of the initial work to bring this item to Council's attention, while the Legal Department has worked for 20-30 hours in total to create the ordinance and the companion resolution (which will be presented at third reading of the ordinance).

Attachments or Links.

Suggested Motion. *Council always has the option to adopt, approve with conditions, continue, or deny items.*

I move to direct staff to present Ordinance V for approval at first reading at the evening meeting as presented and direct staff to present a resolution updating the currently established fees by the Consumer Price Index (CPI) or other amounts as previously directed by Town Council for discussion at second reading of the ordinance and for consideration for adoption at 3rd reading of the ordinance.

ORDINANCE V

AN ORDINANCE AMENDING AND REENACTING SECTION 1 OF THE TOWN OF JACKSON ORDINANCE NOS. 194, 216, 245 (PART), 252, 312, 320, 322, 325, 330, 333, 337, 344, 402, 406, 412, 413, 430, 432 (part), 447, 450, 483, 493, 494, 502, 542, 571, 593, 601, 603, 626, 633, 646, 647, 648, 671, 701, 706, 710, 711, 766, 786, 803, 886, 888, 891, 892, 893, 895, 899, 990, 922, 929, 942, 959, 961, 969, 995, 1003, 1011, 1020, 1023, 1024, 1029, 1057, 1089, 1090, 1092, 1093, 1100, 1101, 1112, 1142, 1145, 1147, 1171, 1179, 1185, 1205, 1229, 1230, 1231, 1232, 1245 AND 1254; SECTION 2 OF TOWN OF JACKSON ORDINANCE NOS. 146, 154, 252, 271, 273, 313, 671, 676, 771, 772, 854, 855, 856, 858 AND 1144; SECTION 3 OF TOWN OF JACKSON ORDINANCE NOS. 371, 676, 762, 764 AND 770; SECTION 4 OF TOWN OF JACKSON ORDINANCE NOS. 168, 853, 760 AND 793; SECTION 6 OF TOWN OF JACKSON ORDINANCE NOS. 194, 769 AND 860; SECTION 7 OF TOWN OF JACKSON ORDINANCE NOS. 147, 789 AND 860; SECTION 8 OF TOWN OF JACKSON ORDINANCE NOS. 146, 670, 793 AND 860; SECTION 9 OF TOWN OF JACKSON ORDINANCE NOS. 793 AND 860; SECTION 10 OF TOWN OF JACKSON ORDINANCE NO. 789; SECTION 11 OF TOWN OF JACKSON ORDINANCE NOS. 789 AND 860; SECTION 14 OF TOWN OF JACKSON ORDINANCE NO.148; SECTION 21(A) OF TOWN OF JACKSON ORDINANCE NO.148; SECTION 21(B) OF TOWN OF JACKSON ORDINANCE NO. 148; SECTION 22 OF TOWN OF JACKSON ORDINANCE NO. 148; SECTION 23 OF TOWN OF JACKSON ORDINANCE NO. 148 AND SECTIONS 1.01.120, 2.36.120, 5.12.080, 5.12.090, 5.12.130, 5.16.010, 5.16.020, 5.16.025, 5.16.027, 5.20.010, 5.20.020, 5.21.060, 5.32.040, 5.48.050, 5.48.210, 5.50.040, 5.50.050, 5.50.060, 5.60.040, 6.20.006, 7.02.040, 7.02.050, 7.12.020, 8.32.090, 8.36.020, 8.36.040, 8.36.050, 8.36.070, 12.08.060, 12.28.050, 5.04.020, 15.04.090, 15.12.010, 15.12.030, 15.17.010, 15.20.010, 15.24.010, 15.24.030, 15.27.010, 15.36.040, 15.36.050 AND 15.38.010 OF THE TOWN OF JACKSON MUNICIPAL CODE PROVIDING FOR TOWN OF JACKSON FEES BY RESOLUTION AND PROVIDING FOR AN EFFECTIVE DATE.

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

SECTION I.

Section 1 of the Town of Jackson Ordinance Nos. 942, 542, 502 and Section 1.01.120 of the Town of Jackson Municipal Code is hereby amended and reenacted to read as follows:

1.01.120 Fee schedules allowed to be changed by resolution ~~subject to public hearing.~~

The Town Council shall approve a fee schedule with each budget establishing the fees charged for Town services. No fee may exceed the maximum allowed by Wyoming Statute. Save those affecting water, sewer and wastewater service fees or rates, or fees or rates concerning properties outside of the Town corporate boundaries, wherever in this code there exists a schedule of fees or rates which by the terms of the ordinance to which it relates may be altered, modified or amended by resolution, such resolution shall be subject to a public hearing at a regular or special meeting of the Town Council prior to the date at which the resolution is considered for passage by the Town Council. At the time the resolution is considered by the Town Council, public comment shall also be received.

(Ord. _____ § _____, 2021; Ord. 942 § 1, 2009; Ord. 542 § 1, 1996; Ord. 502 § 1, 1995.)

SECTION II.

Section 2 of the Town of Jackson Ordinance No. 154 and Section 2.36.120 of the Town of Jackson Municipal Code is hereby amended and reenacted to read as follows:

2.36.120 Passenger boarding fee--Imposition authority--Exemptions.

- A. The Jackson Hole airport board, an agency of the Town of Jackson and County of Teton, is authorized to fix, create, establish, impose and collect a boarding fee, ~~not to exceed one dollar~~ up to a maximum amount which shall be established by resolution, for each passenger enplaning any commercial aircraft operated from the Jackson Hole Airport, Teton County, Wyoming, subject to the exceptions hereinafter set forth.

(Ord. _____ § _____, 2021; Ord. 154 § 2, 1973.)

SECTION III.

Section 1 of Town of Jackson Ordinance Nos. 216, 312, 330, 333, 337, 344, 402, 432 (part), 593, 626, 671, 786, 895, 922, 929, 959, 961, 995, 1029, 1092, 1100 and 1179; Section 2 of Town of Jackson Ordinance Nos. 671 and 676; Section 3 of Town of Jackson Ordinance No. 676; Section 4 of Town of Jackson Ordinance No. 168; Section 6 of Town of Jackson Ordinance No. 860; Section 7 of Town of Jackson Ordinance No. 860; Section 8 of Town of Jackson Ordinance Nos. 670 and 860; Section 9 of Town of Jackson Ordinance No. 860; Section 11 of Town of Jackson Ordinance No. 860; Section 12 of Town of Jackson Ordinance No. 860; Section 14 of Town of Jackson Ordinance No. 148; Section 21(a) of Town of Jackson Ordinance No. 148; Section 21(b) of Town of Jackson Ordinance No. 148; Section 22 of Town of Jackson Ordinance No. 148; Section 23 of Town of Jackson Ordinance No. 148; and Sections 5.12.080, 5.12.090, 5.12.130, 5.16.010, 5.16.020, 5.16.025, 5.16.027, 5.20.010, 5.20.020, 5.21.060, 5.32.040, 5.48.050, 5.48.210, 5.50.040, 5.50.050, 5.50.060 and 5.60.040 of the Town of Jackson Municipal Code are hereby amended and reenacted to read as follows:

5.12.080 Fees--Payment.

- A. In the absence of a provision to the contrary all fees and charges for licenses or permits shall be paid in advance at the time application therefore is made to the Town Clerk and shall be non-refundable, unless an application is denied. If the Town denies a business license application, the entire fee, less an ~~\$37~~ application fee in an amount established by resolution, will be refunded. (Ord. 860 §6, 2008; Ord. 670 § 6, 2000; Ord. 148 §14, 1972.)

- B. Any licenses not renewed by January 30 each year shall be delinquent and a ~~\$25~~ late fee in an amount established by resolution shall be imposed the last day of each month until renewed. Late fees shall not exceed \$100. (Ord. _____ § _____, 2021; Ord. 860 §6, 2008.)

5.12.090 Expiration and renewal of licenses.

- C. Billing schedule for annual licenses. Statements for annual licenses shall be sent out during the first full week of November prior to the date of expiration. If necessary, subsequent statements shall be sent out on the first day of January and on the first day of each month thereafter. May statements shall be sent by certified mail. These statements shall indicate in large print:

"THIS LICENSE IS DELINQUENT ON THE 30TH DAY OF JANUARY. A ~~\$25~~ LATE FEE IN AN AMOUNT ESTABLISHED BY RESOLUTION SHALL BE IMPOSED THE LAST DAY OF EACH MONTH UNTIL RENEWED.
(Ord. _____ § _____, 2021; Ord. 860 §6, 2008.)

5.12.130 Change of location.

The location of any licensed business or occupation, or of any permitted act, may be changed with Town approval, provided, fourteen (14) days' notice thereof is given to the Town Clerk, in the absence of any provision to the contrary; provided that the building and zoning requirements of all Town ordinances are

complied with. Notice must be given in the form of a new business license application and an administrative fee of ~~thirty-seven (37) dollars~~ in an amount established by resolution will be charged for each change of address. (Ord. _____ § _____, 2021; Ord. 860 §6, 2008; Ord. 670 §8, 2000.)

5.16.010 Sales Tax Collecting Businesses.

The business license fee for sales tax collecting businesses shall ~~be the following~~ in an amount established by resolution:

- ~~• Businesses with less than 10 employees, \$100;~~
- ~~• Businesses with 11-49 employees, \$200;~~
- ~~• Businesses with 50-99 employees, \$300;~~
- ~~• Businesses with 100 employees, or more, \$500.~~

(Ord. _____ § _____, 2021; Ord. 860 §7, 2008; Ord. 148 §21(a), 1972; Ord. 676 §2, 2000.)

5.16.020 Non-sales Tax Collecting Businesses.

The business license fee for businesses that do not fit the definition of sales tax collecting businesses shall be ~~in an amount established by resolution~~ the following:

- ~~• Businesses with less than 10 employees, \$130;~~
- ~~• Businesses with 11-49 employees, \$290;~~
- ~~• Businesses with 50-99 employees, \$390;~~
- ~~• Businesses with 100 employees, or more, \$650.~~

(Ord. _____ § _____, 2021; Ord. 860 §7, 2008; Ord. 216 §1, 1977; Ord. 148 §21(b), 1972; Ord. 676 §3, 2000.)

5.16.025 Independent Contractors and Agents.

The business license fee for Independent Contractors and Agents shall be ~~in an amount established by resolution~~ \$100.

(Ord. _____ § _____, 2021; Ord. 860 §7, 2008.)

5.16.027 Commercial and Residential Rentals.

The business license fee for businesses that lease land, buildings or office space for commercial purposes shall be ~~in an amount established by resolution~~ \$100. The business license fee for businesses that lease 3 or more dwellings or apartments for residential purposes shall be ~~\$100~~ in an amount established by resolution. No business license for residential rentals shall be required for businesses or owners of businesses that: a) own residential rental units in order to meet an employee housing requirement or are used by the business to house its employees; or b) already hold a business license with the Town.

(Ord. _____ § _____, 2021; Ord. 959 §1, 2010; Ord. 929 §1, 2009.)

5.20.010 Installation permit.

Any person making a delivery or installation of merchandise within the Town which merchandise was purchased outside the Town may elect to obtain a job permit or installation permit rather than an annual business license. The fee for a job permit or installation permit shall be ~~in an amount established by resolution~~ twenty five dollars.

(Ord. _____ § _____, 2021; Ord. 860 §8, 2008; Ord. 671 §1, 2000; Ord. 148 §22, 1972.)

5.20.020 Expositions and outdoor sales.

Notwithstanding the other provisions of Chapters 5.04 through 5.24, or 5.52 of this code, any person engaged in the business of conducting an exposition, exhibit or sale of any merchandise or product, including artifacts and art objects, at an outdoor exposition or sale, or at an indoor exposition or bazaar, where two or more persons are gathered together for such purpose shall pay a business license fee ~~in an amount established by resolution~~ as follows:

~~A. Applicants for for-profit expositions shall pay:~~

- B. ~~\$100 dollars per day for any event with 5 or fewer vendors; or~~
- C. ~~\$200 dollars per day for any event with more than 5 vendors;~~
- D. ~~Applicants for non-profit expositions shall pay:~~
- E. ~~\$50 dollars per day for any event with 5 or fewer vendors; and~~
- F. ~~\$100 dollars per day for any event with more than 5 vendors.~~

(Ord. _____ § _____, 2021; Ord. 895 §1, 2008; Ord. 860 §8, 2008; Ord. 671 §2, 2000; Ord. 626 §1, 1999; Ord. 593 §1, 1998; Ord. 402 §1, 1990; Ord. 344 §1, 1985; Ord. 337 §1, 1985; Ord. 333 §1, 1984; Ord. 330 §1, 1984; Ord. 312 §1, 1983; Ord. 148 §23, 1972.)

5.21.060 Fees.

The applicant shall pay the fee of ~~\$200 per day~~ in an amount established by resolution; provided, however, that

1. 4—If the applicant is the holder of a current, valid business license issued by the Town, then the fee shall be ~~\$37~~ in an amount established by resolution per day, provided further that the services, goods, wares or merchandise to be sold are the same as those sold from or upon the regularly licensed permanent premises of the applicant/Town of Jackson business licensee.

(Ord. _____ § _____, 2021; Ord. 860 §9, 2008; Ord. 786 §1, 2004.)

5.32.040 License--Fee.

The annual fee for a pawnbroker's license shall be ~~twenty five dollars~~ in an amount established by resolution and this fee shall be payable in advance to the Town Clerk. No license shall be issued until the fee is paid.

(Ord. _____ § _____, 2021; Ord. 860 §11, 2008; Ord. 168 §4, 1974.)

5.48.050 License fee.

The annual nonrefundable fee for a gaming license under this chapter shall be ~~two hundred fifty dollars per year~~ in an amount established by resolution.

(Ord. _____ § _____, 2021; Ord. 860 §12, 2008; Ord. 432 §1 (part), 1991.)

5.48.210 License--Duration--Renewal--Transferability.

D. Each license issued entitles the license holder to operate such business only in the location described in the license. Should licensee desire to move to a different location, an application for change in location shall be submitted to the office of the Town Clerk. This application shall be processed as an application for a new license. No new license fee shall be required except for a ~~ten dollar~~ change of location fee in an amount established by resolution. No license holder shall operate in any location other than the one described in the license.

(Ord. _____ § _____, 2021; Ord. 860 §12, 2008; Ord. 432 §1 (part), 1991.)

5.50.040 Ground Transportation Business License.

B. Fee required. The annual fee for engaging in a Ground Transportation Business shall be in an amount established by resolution ~~one hundred dollars (\$100.00) for a business employing less than ten (10) employees and two hundred dollars (\$200.00) for businesses employing ten (10) or more employees.~~

Whenever the number of employees shall be increased during the license year, the licensee shall notify the Town of such change and shall pay the additional fee. If a license is suspended or revoked as set forth herein, such fee is non-refundable. (Ord. 995 §1, 2011; Ord. 922 §1, 2009).

G. Taxi fares.

1. Fares for the operation of Taxi's shall be set by the Town Council to ensure consistent fares to the public. Such fares may be amended by the Town Council at such intervals as deemed appropriate and necessary. For trips originating and/or terminating in the Town of Jackson, the maximum fares shall be in an amount established by resolution.

~~(a) In Town: twelve dollars (\$12.00) maximum fare for one to four (1-4) passengers, plus three dollars (\$3.00) per additional passenger.~~

~~(b) Teton Village: thirty five dollars (\$35.00) maximum fare for one to four (1-4) passengers, plus five dollars (\$5.00) per additional passenger.~~

(Ord. _____ § _____, 2021; Ord. 1100 §1, 2015; Ord. 961 §1, 2010; Ord. 922 §1, 2009)

5.50.050 Vehicle Permit

B. Fee required. The annual fee for a new Vehicle Permit shall be sixty dollars (\$60.00) in an amount established by resolution, unless a vehicle obtains thirty miles per gallon (30 mpg) based upon the manufacturer's advertised average miles per gallon for highway driving in which case the Vehicle Permit annual fee shall be forty dollars (\$40.00) in an amount established by resolution. Such fee shall entitle the licensed Ground Transportation Business owner to the decal required in this chapter, provided the applicant meets all qualifications for a Ground Transportation Business License. The Vehicle Permit fee shall accompany the application for a permit.

(Ord. _____ § _____, 2021; Ord. 1029 §1, 2013; Ord. 922 §1, 2009)

5.50.060 Operator's Permit.

B. Fee required. The annual fee for a new Operator's Permit and a ~~shall be one hundred dollars (\$100.00). The annual fee for a renewal of an Operator's Permit shall be fifty dollars (\$50.00) in an amount established by resolution.~~ Such fee shall entitle the licensed driver to the badge required in this chapter, provided the applicant meets all qualifications for an Operator's Permit. The Operator's Permit fee shall accompany the application for a permit.

(Ord. _____ § _____, 2021; Ord. 1029 §1, 2013; Ord. 922 §1, 2009)

5.60.040 Residential Short-Term Rental Permit Required

C. The fee for a Residential Short-Term Rental Permit is one hundred dollars (\$100.00) in an amount established by resolution for each Residential Short-Term Rental unit being permitted.

(Ord. _____ § _____, 2021; Ord. 1179 §1, 2017; Ord. 1092 §1, 2015)

SECTION IV.

Section 1 of Town of Jackson Ordinance Nos. 969, 1185 and 1245; Section 4 of Town of Jackson Ordinance No. 853; and Section 6.20.006 of the Town of Jackson Municipal Code are hereby amended and reenacted to read as follows:

6.20.006 Application Form and Fees.

C. The fee paid annually for each license is ~~as shall be follows, which fees may be amended by ordinance of the Town Council in an amount established by resolution;~~ however, in no case shall the sum be greater than the amount authorized by applicable Wyoming Statutes. No application will be processed, nor any licenses issued, until payment in full has been made.

- ~~1. Retail Liquor License: \$1,500.00~~
- ~~2. Limited Retail (Club) Liquor License: \$500.00~~
- ~~3. Resort Liquor License: \$3,000.00~~
- ~~4. Restaurant Liquor License: \$1,500.00~~
- ~~5. Bar and Grill Liquor License: \$1,500.00~~
- ~~6. Microbrewery Permit: \$500.00~~
- ~~7. Winery Permit: \$500.00~~
- ~~8. Satellite Winery Permit: \$100.00~~

D. The fee to be paid for each twenty-four (24) hour permit ~~is shall be as follows in an amount established by resolution,~~ which fees may be amended by ordinance of the Town Council; however, in no case shall the sum be greater than the amount authorized by applicable Wyoming Statutes. No permit will be issued until payment in full has been made.

- ~~1. Catering Permit: \$20.00~~
- ~~2. Malt Beverage Permit: \$50.00~~
- ~~3. Manufacturer's Off-Premises Permit: \$50.00~~

~~(Ord. § , 2021; Ord. 1245 § 1, 2020; Ord. 1185 § 1, 2017; Ord. 969 § 1, 2010; Ord. 853 § 4, 2007.)~~

SECTION V.

Section 1 of the Town of Jackson Ordinance Nos. 194, 252, 646, 647, 648, 710 and 711; Section 2 of the Town of Jackson Ordinance Nos. 146 and 252; Section 3 of the Town of Jackson Ordinance No. 371; Section 4 of the Town of Jackson Ordinance No. 793; Section 6 of the Town of Jackson Ordinance No. 194; Section 7 of the Town of Jackson Ordinance Nos. 147 and 789; Section 8 of the Town of Jackson Ordinance Nos. 146 and 793; Section 9 of the Town of Jackson Ordinance No. 793; Section 10 of the Town of Jackson Ordinance No. 789; Section 11 of the Town of Jackson Ordinance No. 789; and Sections 7.02.040, 7.02.050 and 7.12.020 of the Town of Jackson Municipal Code are hereby amended and reenacted to read as follows:

7.02.040 Impounding.

B. **Redemption - Payment of costs.** The owner or agent of an owner of any animal impounded under these rules shall have the privilege of claiming such animal within seven (7) days after it is impounded, upon complying with the following requirements:

1. Show proof of licensure, and if no license, then obtain a license.
2. Show proof of vaccination against rabies, where applicable, and if none, then obtain the proper vaccination within two (2) weeks of release and furnish such proof to the Jackson/Teton County Animal Shelter.
3. Pay the ~~following fees~~ in an amount established by resolution to the Jackson/Teton County Animal Shelter:
 - a. ~~First Impoundment — \$25.00~~
 - b. ~~If the same animal is impounded for a second time within one year — \$35.00~~
 - c. ~~If the same animal is impounded for a third time within one year — \$50.00~~
 - d. ~~If the same animal is impounded for a fourth or subsequent time within a one year period of time — \$100.00.~~
4. Pay the Jackson/Teton County Animal Shelter in an amount established by resolution ~~\$15.00 per animal~~ for board for each twenty-four (24) hours or portion thereof. The first twenty-four (24) hours of impoundment is included in the Impoundment Fee delineated ~~above~~ per resolution.
(Ord. _____ § _____, 2021; Ord. 793 § 8, 2005; Ord. 789 § 10 and 11, 2004; Ord. 710 § 1, 2002; Ord. 647 § 1, 2000; Ord. 371 § 3, 1987; Ord. 252 § 1, 1979; Ord. 194 § 6, 1976; Ord. 146 § 7 and 8, 1971).

7.02.050 Adoption—Fee.

The animal shelter manager or other designated official is authorized to advertise and place for adoption all dogs, cats or other animals, which have been impounded for a period of not less than seven (7) days. Any person wishing to adopt an animal shall pay a fee in an amount established by set by ~~resolution of the Town Council.~~
(Ord. _____ § _____, 2021; Ord. 793 § 9, 2005; Ord. 711 § 1, 2002; Ord. 648 § 1, 2000; Ord. 252 § 2, 1979).

7.12.020 Dog and Cat License Required

- A. Any dog or cat residing in Town more than thirty (30) days must be licensed.
- B. Such license shall not be issued until payment of the applicable fee in an amount established by resolution and presentation of a current and valid certificate subscribed by a licensed veterinarian that the dog or cat has been vaccinated against rabies, and that dog or cat is current on its rabies vaccination. The vaccination certificate shall indicate the date of vaccination, the type used and the period of immunization. (Ord. _____ § _____, 2021; Ord. 793 § 4, 2005; Ord. 789 § 7, 2004; Ord. 646 § 1, 2000; Ord. 194 § 1, 1976; Ord. 146 § 2, 1971).

SECTION VI.

Section 1 of the Town of Jackson Ordinance Nos. 245 (part), 1093, 1205; Section 6 of the Town of Jackson Ordinance No. 769; and Sections 8.32.090, 8.36.020, 8.36.040, 8.36.050 and 8.36.070 of the Town of Jackson Municipal Code are hereby amended and reenacted to read as follows:

8.32.090 False alarm.

- B. For a Police or Fire/EMS Department response to a False Alarm, the respective Police or Fire Chief shall charge and collect from the person having or maintaining the activated alarm a fee ~~of one hundred and seventy five dollars (\$175.00)~~ in an amount established by resolution.
(Ord. _____ § _____, 2021; Ord. 1093 § 1, 2015; Ord. 769 § 6, 2004; Ord. 245 § 1 (part), 1978.)

8.36.020 Definitions.

J. Waste Reduction Fee means the Town fee ~~of Twenty Cents (\$.20)~~ in an amount established by resolution imposed and required to be paid by each consumer making a purchase from a Grocer, Large Retailer, Retailer, or Retail Store for each Disposable Paper Bag and Reusable Plastic Bag used during the purchase at the point of sale.
(Ord. _____ § _____, 2021; Ord. 1205 § 1, 2019.)

8.36.040 Disposable Paper Bag Fee Requirements.

A. Effective on and after April 15th, 2019, Grocers and Large Retailers shall collect from customers, and customers shall pay, at the time of purchase a Waste Reduction Fee ~~of Twenty Cents (\$.20)~~ in an amount established by resolution for each Disposable Paper Bag or Reusable Plastic Bag provided to the customer at the point of sale.

B. Effective on and after November 1st, 2019, Retailers and Retail Stores shall collect from customers, and customers shall pay, at the time of purchase a Waste Reduction Fee ~~of Twenty Cents (\$.20)~~ in an amount established by resolution for each Disposable Paper Bag or Reusable Plastic Bag provided to the customer at the point of sale.

(Ord. _____ § _____, 2021; Ord. 1205 §1, 2019.)

8.36.050 Collection and Remittance of the Waste Reduction Fee.

A. Each Grocer, Large Retailer, Retailer and Retail Store shall retain a portion of the Waste Reduction Fee it collects, and said portion shall be in an amount established by resolution ~~Ten Cents (\$.10) of each Twenty Cent (\$.20) Waste Reduction Fee it collects.~~

B. The remaining ~~Ten Cents (\$.10) portion~~ of each ~~Twenty Cent (\$.20)~~ Waste Reduction Fee collected by each Grocer, Large Retailer, Retailer and Retail Store, which also shall be in an amount established by resolution shall be due and remitted to the Town of Jackson Finance Department for each quarter on the following days: April 30, July 31, October 31, and January 31. The Town shall provide the necessary forms for Grocers, Large Retailers, Retailers and Retail Stores to file with each quarter's remittance.

(Ord. _____ § _____, 2021; Ord. 1205 §1, 2019.)

8.36.070 Audits and Violations.

D. If payment of any portion of the Waste Reduction Fee is not received by the Town Finance Department on or before the due dates set forth on 8.36.050.B, a ~~Ten Dollar (\$10.00)~~ late fee in an amount established by resolution shall be imposed per month until said payment is received.

(Ord. _____ § _____, 2021; Ord. 1205 §1, 2019.)

SECTION VII.

Section 1 of the Town of Jackson Ordinance No. 571, 1003, 1011 and 1112; and Sections 12.08.060 and 12.28.050 of the Town of Jackson Municipal Code are hereby amended and reenacted to read as follows:

12.08.060 Permit fees

Permit fees charged for the issuance of encroachment permits shall be in an amount established by resolution ~~as set forth in the following schedule~~ and shall be in addition to all other fees for permits or charges relative to any proposed construction work.

Encroachment Permit Fee Schedule	
Encroachment Activity	Fee
Utility excavation in public street	\$ 200
Utility excavation in public alley	\$ 100
Utility excavation in public easement	\$ 100
Driveway cuts/curb cuts installation/replacement	\$ 100
Curb and gutter installation	\$ 100
Sidewalk installation	\$ 100
Construction related activities:	
Occupying of street travel lane	\$ 200/day
Occupying of public alley	\$ 100/day
Occupying of time restricted parking space	\$ 50/day/space

~~House moving—\$ 25 plus hourly charges for town staff that assist in the moving.~~

~~Other—As deemed appropriate by the Public Works Director.~~

~~(Ord. § , 2021; Ord 571 § 1, 1996.)~~

12.28.050 Special Event Permit—Application Procedure—Filing Period

F. Fees. The fees for each Special Event Permit application submitted to the Town shall be in an amount established by resolution.

~~1. Non Profit Applicant. \$25.~~

~~2. For Profit Applicant (including commercial filming and photograph). \$150.~~

~~3. Expressive Activity. No fee.~~

~~(Ord. § , 2021; Ord. 1112 § 1, 2016; Ord. 1011 § 1, 2012; Ord. 1003 § 1, 2012)~~

SECTION VIII.

Section 1 of the Town of Jackson Ordinance Nos. 320, 322, 325, 406, 412, 413, 430, 447, 450, 483, 493, 494, 601, 603, 633, 701, 706, 766, 803, 886, 888, 891, 892, 893, 899, 990, 1020, 1023, 1024, 1057, 1089, 1090, 1101, 1141, 1142, 1147, 1171, 1229, 1230, 1145, 1231, 1232 and 1254; Section 2 of the Town of Jackson Ordinance Nos. 271, 273, 313, 771, 772, 854, 855, 856, 858 and 1144; Section 3 of the Town of Jackson Ordinance Nos. 762, 764 and 770; Section 4 of the Town of Jackson Ordinance No. 760; and Sections 5.04.020, 15.04.090, 15.12.010, 15.12.030, 15.17.010, 15.20.010, 15.24.010, 15.24.030, 15.27.010, 15.36.040, 15.36.050 and 15.38.010 of the Town of Jackson Municipal Code are hereby amended and reenacted to read as follows:

15.04.020 International Building Code.

All buildings and temporary structures built or located within the town from and after July 1, 2019, shall be constructed in accordance with the requirements of the International Building Code, 2018 Edition, as published by the International Code Council, specifically excluding all appendices.

The said Code is incorporated herein by reference as if the same were more fully herein set out except as follows:

7. Section 109.2 Schedule of Fees shall read, "On buildings, structures, electrical, gas, mechanical, and plumbing systems or alterations requiring a permit, a fee for each permit shall be paid in an amount as established by resolution in the adopted fee schedules. A non-refundable deposit of two hundred and fifty dollars (\$250.00) in an amount established by resolution, to be applied against the full building permit fee, shall be paid at the time of building permit application for all commercial, industrial, and multi-family buildings. The fee for each permit shall be as set forth in the adopted Building Permit Fees Schedule of the Town of Jackson.

~~(Ord. § , 2021; Ord. 1229 § 1, 2019; Ord. 1141 § 1, 2016; Ord. 1020 § 1, 2013; Ord. 854 § 2, 2007; Ord. 760 § 4, 2004; Ord. 601 § 1, 1998; Ord. 493 § 1, 1995; Ord. 483 § 1, 1994; Ord. 450 § 1, 1992; Ord. 430 § 1, 1991; Ord. 406 § 1, 1990; Ord. 320 § 1, 1984; Ord. 271 § 2, 1981.)~~

15.04.090 Building Permit Fees

All building permit fees shall be in amounts established by resolution.

~~(Ord. § , 2021; Ord. 893 § 1, 2008; Ord. 770 § 3, 2004)~~

15.12.010 International Mechanical Code—Adoption by reference.

All buildings and temporary structures built or located within the town from and after July 1, 2019 shall be constructed in accordance with the requirements of the International Mechanical Code, 2018 Edition, as published by the International Code Council, specifically excluding all appendices. The said Code is incorporated herein by reference as if the same were more fully herein set out except as follows:

2. Section 106.5.2 Fee schedule shall read “All work fees shall be in amounts established by resolution.”~~“The fees for work shall be as adopted by the Town of Jackson in the Mechanical/Fuel Gas fee schedule.~~
(Ord. _____ § _____, 2021; Ord. 1232 § 1, 2019; Ord. 1145§ 1, 2016; Ord. 1023 § 1, 2013; Ord. 855 § 2, 2007; Ord. 762 § 3, 2004; Ord. 603 § 1, 1998; Ord. 494 § 1, 1995; Ord. 447 § 1, 1992; Ord. 412 § 1, 1990; Ord. 322 § 1, 1984; Ord. 273 § 2, 1981.)

15.12.030 Mechanical / Fuel Gas Permit Fees

All mechanical/fuel gas permit fees shall be in amounts established by resolution.
(Ord. _____ § _____, 2021; Ord. 891 § 1, 2008; Ord. 772 § 2, 2004).

MECHANICAL / FUEL GAS PERMIT FEE SCHEDULE

1	For the issuance of each permit	\$27.50
2	For issuing each supplemental permit	\$8.75
3	Install or relocate gravity/forced air furnace to 100,000 btu/h	\$17.50
4	Install or relocate gravity/forced air furnace over 100,000 btu/h	\$20.00
5	Install or relocate each floor furnace, including vent	\$16.25
6	Install or relocate suspended, recessed or floor mounted heater	\$16.25
7	Install, relocate or replace appliance vent	\$8.75
8	Repair or alter any heating, cooling, absorption or evaporative system	\$15.00
9	Install or relocate boiler or compressor to 3 hp	\$16.25
10	Install or relocate absorption system to 100,000 btu/h	\$16.25
11	Install or relocate boiler or compressor 3-15 hp	\$30.00
12	Install or relocate absorption system 100,000-500,000 btu/h	\$30.00
13	Install or relocate boiler or compressor 15-30 hp	\$41.25
14	Install or relocate absorption system 500,000-1,000,000 btu/h	\$41.25
15	Install or relocate boiler or compressor 30-50 hp	\$62.50
16	Install or relocate absorption system 1,000,000-1,750,000 btu/h	\$62.50
17	Install or relocate boiler or compressor over 50 hp	\$107.50
18	Install or relocate absorption system over 1,750,000 btu/h	\$107.50
19	Each air handling unit up to 10,000 cfm and attached ducts	\$12.50
20	Each air handling unit over 10,000 cfm	\$20.00
21	Each evaporative cooler other than portable type	\$12.50
22	Each ventilation fan attached to a single duct	\$8.75
23	Each ventilation system not part of heating or air conditioning system	\$12.50
24	Installation of hood system serving any mechanical exhaust, including ducts	\$12.50
25	Install or relocate domestic type incinerator	\$20.00
26	Install or relocate commercial or industrial incinerator	\$83.75
27	Install, relocate or alter any unclassified equipment	\$12.50

INSPECTIONS AND FEES

28	Inspections outside normal business hours	\$62.50
29	Re-inspection fee	\$50.00

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20	Inspections for which no fee is specifically indicated	\$50.00
31	Additional plan review required by changes, additions, or revisions to approved plans (minimum charge 1 hour)	\$50.00

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15.17.010 International Residential Code--Adoption by reference.

All detached one and two family dwellings and multiple single family dwellings (townhouses) not more than three stories in height with separate means of egress built or located within the town from and after July 1, 2019 shall be constructed in accordance with the requirements of the International Residential Code, 2018 Edition, as published by the International Code Council, specifically including appendix F. The said Code is incorporated herein by reference as if the same were more fully herein set out except as follows:

2. A second sentence shall be added to Section 108.2 Schedule of permit fees that reads, "On buildings, structures, electrical, gas, mechanical, and plumbing systems or alterations requiring a permit, a fee in an amount established by resolution for each permit shall be paid as set forth in the adopted Town of Jackson permit fee schedule."

(Ord. §, 2021; Ord. 1230 § 1, 2019; Ord. 1147 § 1, 2016; Ord. 1024 § 1, 2013; Ord. 856 § 2, 2007; Ord. 764 § 3, 2004.)

15.20.010 Adoption of the National Electrical Code

3. ARTICLE 300, Wiring Methods, SECTION I, General Requirements, SUBSECTION 300.1, Scope, SUBSECTION (A) All Wiring Installations.

All electrical wiring installed in buildings, structures or premises designed using the International Building Code located in Teton County shall be installed in accordance with the following wiring methods:

1. Article 320, Armored Cable: Type AC
2. Article 330, Metal-Clad Cable: Type MC
3. Article 332, Mineral-Insulated, Metal-Sheathed Cable: Type MI
4. Article 342, Intermediate Metal Conduit: Type IMC
5. Article 344, Rigid Metal Conduit, Type RMC
6. Article 348, Flexible Metal Conduit, Type FMC
7. Article 350, Liquid-tight Flexible Metal Conduit: Type LFMC
8. Article 358, Electrical metallic Tubing: Type EMT

Electrical Fee Schedule

All electrical fees shall be in amounts established by resolution.

<u>Valuation of Electrical Work</u>		<u>Fee</u>
1.00	to 500.00	27.23
500.01	to 600.00	30.75
600.01	to 700.00	34.32
700.01	to 800.00	37.84
800.01	to 900.00	41.36
900.01	to 1,000.00	44.94
1,000.01	to 1,100.00	48.46

1,100.01	to	1,200.00	51.98
1,200.01	to	1,300.00	55.55
1,300.01	to	1,400.00	59.07
1,400.01	to	1,500.00	62.59
1,500.01	to	1,600.00	66.17
1,600.01	to	1,700.00	69.69
1,700.01	to	1,800.00	73.21
1,800.01	to	1,900.00	76.78
19,00.01	to	2,000.00	80.30
2,000.01	to	3,000.00	90.86
3,000.01	to	4,000.00	105.00
4,000.01	to	5,000.00	119.13
5,000.01	to	6,000.00	133.32
6,000.01	to	7,000.00	147.46
7,000.01	to	8,000.00	161.65
8,000.01	to	9,000.00	175.78
9,000.01	to	10,000.00	189.92
10,000.01	to	11,000.00	204.11
11,000.01	to	12,000.00	218.24
12,000.01	to	13,000.00	232.43
13,000.01	to	14,000.00	246.57
14,000.01	to	15,000.00	260.70
15,000.01	to	16,000.00	274.89
16,000.01	to	17,000.00	303.22
17,000.01	to	18,000.00	317.35
18,000.01	to	19,000.00	331.49
19,000.01	to	20,000.00	345.68
20,000.01	to	21,000.00	359.81
21,000.01	to	22,000.00	374.00
22,000.01	to	23,000.00	388.14
23,000.01	to	24,000.00	402.27
24,000.01	to	25,000.00	416.96

~~Valuation of Electrical Work~~ ~~Fee~~

25,000.01	to	50,000.00	\$416.96 for the first \$25,000.00 plus \$10.62 for each additional \$1,000.00 or fraction thereof, to and including \$50,000.00.
50,000.01	to	100,000.00	\$682.33 for the first \$50,000.00 plus \$7.10 for each additional \$1,000.00 or fraction thereof, to and including \$100,000.00.
100,000.01	and up		\$1,037.08 for the \$100,000.00 plus \$5.89 for each additional \$1,000.00 or fraction thereof.

~~Temporary Services~~ a ~~fee of \$25.00~~ will be charged for all temporary services to be connected.

The schedule of fees set forth above may be altered, modified or amended by resolution pursuant to the terms of Section 1.01.120 of the Municipal Code of the Town of Jackson.

(Ord. § , 2021; Ord. 1254 § 1, 2020; Ord. 1171 § 1, 2017; Ord. 1101 § 1, 2015; Ord. 1057 § 1, 2014; Ord. 990 § 1, 2011; Ord. 899 §1, 2008; Ord. 886 §1, 2008; Ord. 803 §1, 2005; Ord. 706 §1, 2002, Ord. 633 §1, 2000; Ord. 413 §1, 1990; Ord. 325 §1, 1984; Ord. 313 §2, 1983.)

15.24.010 Adoption of International Plumbing Code by reference.

All buildings and temporary structures built or located within the town from and after July 1, 2019 shall be constructed in accordance with the requirements of the International Plumbing Code, 2018 Edition, as published by the International Code Council, specifically excluding all appendices. The said Code is incorporated herein by reference as if the same were more fully herein set out except as follows:

1. Section 106.6.2 Fee Schedule shall read, "The fees for work shall be paid as required in the adopted Town of Jackson plumbing fee schedule in an amount as established by resolution."

15.24.030 Plumbing/Fuel Gas Permit Fees

All Plumbing/Fuel Gas Permit Fees are in an amount established by resolution.

PLUMBING PERMIT FEE SCHEDULE

	Description	Number	Fee	Amount
1	For issuing each permit		\$25.00	
2	For each plumbing fixture on one trap or set of fixtures on one trap (including water, drainage piping and backflow protection)		\$8.75	
3	For each building sewer and trailer park sewer		\$18.75	
4	Rainwater systems — per drain (inside building)		\$8.75	
5	For each water heater and/or vent		\$8.75	
6	For each gas piping system of one to five outlets		\$6.25	
7	For each additional gas piping system outlet, per outlet		\$1.25	
8	For each industrial waste pretreatment interceptor including its trap and vent, excepting kitchen type grease interceptors functioning as fixture traps		\$8.75	
9	For each installation, alteration or repair of water piping and/or water treating equipment, each fixture		\$8.75	
10	For each repair or alteration of drainage or vent piping, each fixture		\$8.75	
11	For each lawn sprinkler system on any one meter including backflow protection devices		\$8.75	
12	For atmospheric type vacuum breakers not included in Item #10: — 1 to 5 each — over 5 each		\$6.25 \$1.25	
13	For each backflow protective device, other than atmospheric type vacuum breakers: — 2 inch diameter and smaller — over 2 inches in diameter		\$8.75 \$18.75	

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INSPECTIONS AND FEES				
14	Inspections outside normal business hours		\$62.50	
15	Re-inspection fee		\$50.00	
16	Inspections for which no fee is specifically indicated		\$50.00	
17	Additional plan review required by changes, additions, or revisions to approved plans (minimum charge 1 hour)		\$50.00	

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(Ord. _____ § _____, 2021; Ord. 892 § 1, 2008; Ord. 771 § 2, 2004)

15.27.010 International Fuel Gas Code-- Adoption by reference.

All buildings and temporary structures built or located within the town from and after July 1, 2019 shall be constructed in accordance with the requirements of the International Fuel Gas Code, 2018 Edition, as published by the International Code Council, specifically excluding all appendices. The said Code is incorporated herein by reference as if the same were more fully herein set out except as follows:

2. Section 106.6.2 Fee Schedule shall read, "The fees for work shall be as indicated in the adopted Town of Jackson Mechanical/Plumbing permit schedule in an amount established by resolution."

(Ord. _____ § _____, 2021; Ord. 1231 § 1, 2019; Ord. 1144 § 2, 2016; Ord. 1024 § 1, 2013; Ord. 858 § 2, 2007; Ord. 766 § 1, 2004.)

15.36.040 Contractor Licenses Required.

I. Contractor License Fees. The fees for a contractor license shall be as follows in an amount established by resolution.

Classification	License Fee
General Contractor (Class A)	\$300
Building Contractor (Class B)	\$300
Building Contractor Restricted (Class Br)	\$300
Residential Contractor (Class C)	\$300
Electrical Contractor	\$300
Low Voltage Electrical Contractor	\$300
Plumbing Contractor	\$300
HVAC Contractor	\$300
Woodstove/Gas Stove Installer	\$300
Gas Service Contractor	\$300
Lawn Sprinkler Installer	\$300
Water Conditioning Installer	\$300
Refrigerator Contractor	\$300
Fire Sprinkler Contractor	\$300

Annual Renewal fees shall be in accordance with the business license renewal fees as required in Chapter 5.16 of the Town of Jackson Municipal Code.

(Ord. _____ § _____, 2021; Ord. 1089, § 1, 2015; Ord. 701 § 1, 2002.)

15.36.050 Certificates of Qualification Required.

G. Certificate Fee. The initial fee for a certificate of qualification shall be fifty (\$50.00) dollars in an amount established by resolution. The fee for the renewal of certificates of qualification shall be in an amount established by resolution twenty five dollars (\$25.00). This shall be a non-refundable fee.

(Ord. _____ § _____, 2021; Ord. 1142 § 1, 2016; Ord. 1090 § 1, 2015; Ord. 701 § 1, 2002.)

15.38.010 Permit Required- Application

It is unlawful for any person to demolish any building or structure within the town limits, whether in connection with the application for a separate building permit or other purpose without obtaining a demolition permit from the Building Official or his designee. Such Building Official or designee shall not issue any demolition permit unless the plans of and for the proposed demolition fully conform to the building regulations and the International Building Code then in effect. All applications for demolition permits shall be accompanied by a fee in an amount to be established by resolution, all documentation as required on the demolition permit application and such other information as may be deemed necessary to provide for the enforcement of the Town's Land Development Regulations (LDR's)[Appendix A of this code].

(Ord. _____ § _____, 2021; Ord. 888 § 1, 2008.)

SECTION IX.

All ordinances and parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

SECTION X.

If any section, subsection, sentence, clause, phrase or portion of this ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed as a separate, distinct and independent provision and such holding shall not affect the validity of the remaining portions of the ordinance.

SECTION XI.

This Ordinance shall become effective after its passage, approval and publication.

PASSED 1ST READING THE _____ DAY OF _____, 2021.

PASSED 2ND READING THE _____ DAY OF _____, 2021.

PASSED AND APPROVED THE _____ DAY OF _____, 2021.

TOWN OF JACKSON

BY: _____
Hailey Morton Levinson, Mayor

ATTEST:

BY: _____
Sandra P. Birdyshaw, Town Clerk

ATTESTATION OF TOWN CLERK

STATE OF WYOMING)
) ss.
COUNTY OF TETON)

I hereby certify that the foregoing Ordinance No. ____ was duly published in the Jackson Hole News and Guide, a newspaper of general circulation published in the Town of Jackson, Wyoming, on the ____ day of _____, 2021.

I further certify that the foregoing Ordinance was duly recorded on page _____ of Book _____ of Ordinances of the Town of Jackson, Wyoming.

Sandra P. Birdyshaw, Town Clerk

STAFF REPORT



Meeting Date:	February 16 th , 2021	Meeting Title:	Review Program Worksheets
Submitting Department:	Administration	Presenter:	Larry Pardee, & Kelly Thompson
Agenda Item:	Review FY21 budget update year to date and draft FY22 revenue projections.	Public Comment:	Yes

Purpose & Policy Considerations.

The purpose of these items is to update Council on the year-to-date overview of FY21 budget revenues and seek input on 1) a draft revenue projection for FY2022 budget season and 2) approve several FY21 Budget amendments.

Requested Action.

To provide input on FY22 revenue projections and approve several budget amendments for the FY21 budget based on current revenue collections and

Recommendations.

Town staff recommends Council provide input on FY22 revenue projections and provide approval of several budget amendments for the FY21 budget based on current revenue collections

Background.

Continuation of our monthly budget updates to Council:

For Fiscal Year 2021, the Town projected a 50% reduction in sales tax and a 50% reduction in lodging tax after COVID19 arrived in late March. As we have seen, sales and lodging tax have exceeded this projection. The Town sales and use tax is leading budget projections \$6,213,575 thru 1/31/2021. Lodging tax is leading budget projections \$499,823 thru 12/31/2020. Staff recommends the Town use some of the surplus fund balance from FY20 and a portion of the additional revenue above projections thus far this year, for the proposed budget amendments. Staff recommends only using a portion at this time due to the uncertainty of summer revenue projections.

We would also like to communicate the impacts of SLIB Coronavirus Relief Funds (commonly called CARES). These reimbursable grants were not defined until after the budget adoption. As such, revenues were unbudgeted in FY2021. We have been reimbursed \$322,909 to date. We have submitted but not received an additional \$2,961,688. We should know the receipts before the 3/15/2021 budget update. The majority of the reimbursements are related to staff who reallocated their responsibilities responding to the COVID-19 pandemic. However, there are new, recurring expenditures (mainly PPE and IT) that will continue going forward. Staff is reviewing these and the impact on the FY2022 budget. Staff intends to build the fund reserve with these reimbursements and allocate thru the FY2022 budget process.

The below table shows actual reductions and increases as percentages for FY21 compared to FY20 budget years:

Month Collections	Sales & Use Tax	Lodging Tax
<i>Fourth quarter of Fiscal Year 2020 budget</i>		
<i>April</i>	- 15%	- 74%
<i>May</i>	- 20%	- 64%
<i>June</i>	- 28%	- 47%
<i>Adopted Fiscal Year 2021 Budget</i>		
<i>July</i>	- 16%	- 4%
<i>August</i>	- 2%	- 5%
<i>September</i>	- 20%	+ 6%
<i>October</i>	+ 30%	+ 67%
<i>November</i>	+ 23%	- 5%
<i>December</i>	+ 12%	TBD

Analysis.

Item 1 - Revenue Recommendation

Step one of priority based budgeting is to receive input on revenue targets. These targets then allow Town Manager and staff to draft a balanced budget. In the recommended FY22 budget, staff will be recommending FY2022 sales and lodging tax revenues targets equal to FY2020 actuals. Projections show this as a conservative estimate if current tourism market remains. The revenue stream has varied wildly over the last 9 months. June – October historically account for approximately 60% of the Town's tax collections. Therefore, staff is reluctant to budget an increase until we know summer activity has returned. Should sales tax decline to COVID-19 2020 summer levels, we feel confident there will be sufficient fund balance and expenditure measures to control and balance the budget. Should sales tax increase, Council can fund priorities that are not currently recommended in the draft FY2022 budget.

Draft FY2022 General Fund Revenue Projection:

TOWN OF JACKSON, WYOMING GENERAL FUND REVENUES			
DESCRIPTION	FY2020 ACTUAL	FY2021 ESTIMATED	FY2022 ESTIMATED
Revenues:			
Taxes	8,201,317	7,637,601	8,215,845
Licenses & Permits	1,188,735	1,162,556	1,181,468
Intergovernmental	10,904,908	12,524,984	10,776,757
Charges for Services	653,182	651,551	653,182
Fines & Forfeitures	332,750	286,688	332,750
Miscellaneous Revenue	579,935	285,358	418,143
Total Revenue	21,860,827	22,548,739	21,578,144

Item 2 -Town Manager Recommended FY2021 Amendments

Staff would like to utilize the current and prior budget surplus to fund critical core areas removed from the FY2021 budget.

- Recommend a 2.5% Town-wide wage increase in the amount of approximately \$80,000 to the general fund and \$30,000 to all other funds. All wage adjustments were frozen effective 7/1/2020. This increase was originally contemplated for the FY21 budget but was removed due to COVID. Current revenue supports this increase and acknowledges the efforts of our staff during the COVID pandemic and working short staffed on many teams. Cost of living and inflation continue to outpace wages in our region. This also allows us to keep pace with the job market, recruitment and retention.
- Recommend funding our historical 5th cent capital transfer. We reduced the FY2020 transfer by \$890,251 and funded \$0 in FY2021. This transfer ensures we have funding adequate to get our Ten-Year Capital Improvement Plan back on track. \$1,700,000 is our recommendation based on current FY2021 revenue projections.
- Recommend transferring \$1,000,000 to the Affordable Housing Supply Plan. This would go to reserves and be available for Council approval in line with the Housing Supply Plan.
- Recommend funding frozen central equipment charges in the amount of \$272,000. These charges are critical to fund replacement vehicles and equipment. Without sufficient fund balance, the General Fund will have to make up future shortfalls.
- Recommend increasing health insurance charges back to the full premium. We decreased the health insurance charges by 30% per FTE. This decreased the Employee Insurance Fund balance by approximately \$364,000. This is a reasonable short-term fix, but we are at risk should claims be higher than normal.

- Recommend funding our 45% match for the previously approved 2.5% joint department staff increase at the County. This results is approximately \$70,000 to finish the year.

Alternatives.

N/A

Comprehensive Plan & Priority Alignment.

Common Value #3 - Quality of Life, Section 8. Quality Community Service Provision

- Principle 5.4 – Use a balanced set of tools to meet our housing goal.
 - Policy 5.4.e: Establish a reliable funding source for workforce housing provision.
- Principle 7.1 Meet future transportation demand through the use of alternative modes.
 - Policy 7.1.g: Establish a permanent funding source for an alternative transportation system Staff Report Page 3 of 3
- Principle 8.1- Maintain current, coordinated service delivery
 - Policy 8.1.e: Budget for service delivery
- Principle 8.2 - Coordinate the provision of infrastructure and facilities needed for service delivery
 - Policy 8.1.S.1: Use budgeting to affirm desired service levels from government service providers that address all policies of Principle 8.1.

Fiscal Impact.

With acceptance of the proposed motion, the following approved amendments will be reflected in the 3rd budget amendment presented to Council in April.

Amendment	Expenditure
2.5% wage adjustment	\$ 110,000
5 th Cent Capital Fund transfer	1,700,000
Affordable Housing fund transfer – Housing Supply Plan	1,000,000
Remove frozen central equipment charges	272,000
Remove health insurance discount	364,000
Teton County Joint department 2.5% increase	70,000
Total	<u><u>\$ 3,516,000</u></u>

Next Steps

In addition, staff notes a few areas in the FY22 Priority Driven Budget Process (PDB) needing time for future discussion. The areas are: 1) 39-Program worksheets (mission statements, level of service, performance metrics, desired outcomes to be achieved) and 2) prioritization metrics. In addition, staff recommends postponement of the establishment of a Public Peer Review Committee until the fiscal year 2023 budget process.

Staff Impact.

The staff impact of the recommended budget amendments is positive in that it acknowledges staff contributions and assists with keeping up with expenses and provides working funds to maintain our capital infrastructure and offsets the need for compounding expenses in the future related to equipment, health insurance and housing.

Attachments or Links.

N/A

Suggested Motion.

I move to approve the budget amendments for FY21 related to the 5th cent capital transfer, affordable housing, central equipment, health insurance and wages as presented.