

Jackson Town Council Regular Meeting

May 17, 2021

6:00 PM

Town Council Chambers

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

I. ZOOM LINK FOR PUBLIC PARTICIPATION

To join, click the link or copy to your browser: <https://us02web.zoom.us/j/88161978382?pwd=MTB2UXpMd3lOWkIremRKQUxCV3JBZz09>

If the link does not work, join at zoom.com with Webinar ID **881 6197 8382** Password: **83001**

or join by phone **1.669.900.9128** with Webinar ID **881 6197 8382** and Passcode **83001**

II. OPENING

- A. Call to Order and Roll Call
- B. Pledge of Allegiance
- C. Announcements/Proclamations
 - 1. Proclamation for National Service Recognition Day 2021
 - 2. COVID Update

III. PUBLIC COMMENT

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

- A. Letter from Avant Delivery Requesting a Franchise Agreement

IV. CONSENT CALENDAR

All matters listed in this section are considered to be of routine nature by the governing body and will be enacted in one motion, unless it is removed from the consent calendar and considered separately by Council. Public comment may be given on any item.

- A. Meeting Minutes
 - 1. May 3, 2021 regular meeting
 - 2. May 7, 2021 special Town Council meeting
 - 3. May 10, 2021 special workshop
- B. Disbursements
- C. Municipal Court Report for April
- D. Special Event: Center for the Arts Annual Benefit
- E. Temp Sign Permit: Annual Gem & Mineral Show
- F. Wyoming Water and Wastewater Mutual Aid and Assistance Agreement
- G. Bid 21-02 Award of Purchase for Pickup Truck for Water Division
- H. Bid 21-03 Award of Contract for Well 9 Exploration

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.

- I. Malt Beverage Permit Jackson Hole Rodeo

V. PUBLIC HEARINGS, DISCUSSION AND/OR POSSIBLE ACTION ITEMS

A. Administration

- 1. **Public Hearing:** Proposed Annexations of One Parcel and Portions of Three Roadways (Lynsey Lenamond)

B. Public Works

- 1. **Item B19-0393:** Construction Management Plan at 135 N. Cache for Hotel Jackson (Floren Poliseo)

VI. RESOLUTIONS

- A. **Resolution #21-18:** Banning Air Scenic Tours in Grand Teton National Park (Lynsey Lenamond)

- B. **Resolutions #21-19:** Accepting FAA Grant Addendum Under Coronavirus Response & Relief Act (Lynsey Lenamond)

VII. MATTERS FROM MAYOR AND COUNCIL

- A. Board and Commission Reports

VIII. MATTERS FROM THE TOWN MANAGER

- A. Town Manager's Report

IX. ADJOURN

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

NATIONAL SERVICE RECOGNITION DAY

WHEREAS, service to others is a hallmark of the American character, and central to how we meet our challenges; and

WHEREAS, the nation's elected leaders are increasingly turning to national service and volunteerism as a cost-effective strategy to meet their needs; and

WHEREAS, AmeriCorps and Senior Corps participants address the most pressing challenges facing our communities; they educate students for 21st century jobs, fight the opioid epidemic, respond to natural disasters, and support veterans and military families; and

WHEREAS, national service expands economic opportunity by creating more sustainable, resilient communities and providing education, career skills, and leadership abilities for those who serve; and

WHEREAS, AmeriCorps and Senior Corps participants serve in more than 50,000 locations across the country, bolstering the civic, neighborhood, and faith-based organizations that are so vital to our economic and social well-being; and

WHEREAS, national service participants increase the impact of the organizations they serve, both through their direct service and by managing millions of additional volunteers; and

WHEREAS, national service represents a unique public-private partnership that invests in community solutions and leverages non-federal resources to strengthen community impact and increase the return on taxpayer dollars; and

WHEREAS, national service participants demonstrate commitment, dedication, and patriotism by making an intensive commitment to service, a commitment that remains with them in their future endeavors; and

WHEREAS, the AmeriCorps shares a priority with local leaders nationwide to engage citizens, improve lives, and strengthen communities; and is joining with the National League of Cities, the National Association of Counties, Cities of Service, and local leaders across the country for National Service Recognition Day on April 6, 2021.

THEREFORE, BE IT RESOLVED that I, Hailey Morton Levinson, Mayor of the Town of Jackson, do hereby proclaim **May 17, 2021**, as **National Service Recognition Day**, and encourage residents to recognize the positive impact of national service in our county; to thank those who serve; and to find ways to give back to their communities.

DATED THIS 17TH DAY OF MAY 2021.

Town of Jackson

ATTEST:

Hailey Morton Levinson, Mayor

Lynsey Lenamond, Town Clerk



STAFF REPORT



MEETING DATE & TITLE: May 17 Regular

SUBMITTING DEPARTMENT: Admin

PRESENTER: Roxanne Robinson

SUBJECT: Letter from Avant Delivery Requesting Franchise Agreement

PUBLIC COMMENT: Yes

PURPOSE & POLICY CONSIDERATIONS:

The town of Jackson requires all businesses that collect and dispose of garbage, ashes and refuse to enter into a franchise agreement with the Town.

REQUESTED ACTION:

During Matters From Mayor/Council, to make a motion to direct staff to place this request on an upcoming agenda as an action item.

RECOMMENDATION:

Staff recommends adding consideration of a franchise agreement with Avant Delivery to an upcoming agenda.

BACKGROUND:

Avant Delivery works alongside Teton County on their new compost program at ISWR. Their services include compost hauling for commercial and residential clients.

ANALYSIS:

ALTERNATIVES (Optional):

Take no action on the request.

COMPREHENSIVE PLAN & PRIORITY ALIGNMENT:

Section 8. Quality Community Service Provision

- Principle 8.1 - Maintain current, coordinated service delivery
 - o Policy 8.1.a: Maintain current, coordinated plans for delivery of desired service levels A “service level” is defined as the quality and quantity of a service provided to the community. To ensure that services are delivered to the public in a safe, efficient and timely manner, the Town and County will use best practices in coordinating with governmental and nongovernmental service providers
 - o Policy 8.1.b: Coordinate with independent service providers The Town and County will coordinate with independent service providers to quantify and understand their service delivery goals, as well as their relation to the Common Values of the community.

FISCAL IMPACT:

STAFF IMPACT:

The staff impact of negotiating and reviewing franchise agreements is almost exclusively in the Legal Department, but includes consultation with the Engineering and Public Works Department as needed. If the agreement is approved, its enactment requires three readings (an ordinance) and staff impacts accumulate in the Town Clerk’s office.

ATTACHMENTS OR LINKS:

Letter from Avant Delivery Requesting a Franchise Agreement

SUGGESTED MOTION:

(Council always has the option to adopt, approve with conditions, continue, or deny items.)

I move to direct staff to add Avant Delivery's request for a franchise agreement to an upcoming agenda for consideration.

May 6th, 2021

To the Town Council of Jackson,

Avant Delivery is requesting to enter into a franchise agreement with the town of Jackson in regards to our compost collection service. Avant Delivery works alongside Teton County to help begin residential and commercial usage of their new compost program at ISWR. We are excited to work closely with the Town of Jackson moving forward to help achieve our goal of minimizing waste throughout the valley.

Avant Delivery has a mission to make sustainability the easiest option for businesses and customers. We provide services including, but not limited to; reusable packaging, wholesale, compost hauling, grocery delivery, and supplier logistics.

The scope of our refuse collection within the town limits is both commercial and residential. Commercially we pick up approved compost from restaurants and participating offices around town. Restaurants receive compost pick-ups at a minimum of twice a week and up to daily, depending on need. At each pick up, Avant takes the entire compost bin and replaces it with a new sanitized bin. The same process goes for residential pick up, with a frequency of once a week. All compost is taken to the ISWR that day. We provide all education to businesses and residential customers on proper composting needs for the ISWR.

A franchise agreement with the Town of Jackson will allow for a start-up business to take roots in the valley and give a vital sustainability resource for other businesses to utilize. Avant actively participates in the RRR business leaders and Road To Zero Waste committee. We are proud to be creating a business that is not heavily reliant on our tourism to create jobs for our town. We are creating the change we want to see in the world and hope to be a resource for Jackson residents and businesses for years to come.

Avant Delivery has partnered up with multiple local suppliers to begin offering services that reduce their environmental impact and make their lives easier. We will be delivery their food/drinks in FDA approved reusable packaging directly to residents and businesses. This allows these businesses to focus on their primary operations while we take care of sustainability, delivery, and packaging. This service alongside the compost collection has become a powerful way for our community to minimize the waste we create. We believe we can uplift many local Jackson businesses with our services.

Respectfully,

Samuel Schwartz, Founder/CEO of Avant Delivery
Contact: sam@avantdelivery.co 1-307-413-4908



TOWN COUNCIL PROCEEDINGS - **UNAPPROVED**

May 3, 2021

JACKSON, WYOMING

The Jackson Town Council met in regular session in the Town Hall Council Chambers located at 150 East Pearl in Jackson, at 6:00 P.M. This meeting was held in-person and through the Zoom platform. Upon roll call the following were found to be present:

TOWN COUNCIL: *In-person:* None. *via Zoom:* Mayor Hailey Morton Levinson, Arne Jorgensen, Jessica Sell Chambers, Jim Rooks, and Jonathan Schechter.

STAFF: Larry Pardee, Lea Colasuonno, Tyler Sinclair, Roxanne Robinson, Carl Pelletier, Floren Poliseo, Brian Lenz, April Norton, Susan Scarlata, Tyler Valentine and Lynsey Lenamond

Mayor Morton Levinson led those in attendance in the Pledge of Allegiance, read a proclamation for Teacher Appreciation Week and introduced new employees Keeley Buhler and Lynsey Lenamond, and provided a brief update on current COVID levels.

Public Comment. Margi Japel made public comment regarding the Community Tennis Association and Julien Hass made public comment regarding the short-term housing crisis.

Consent Calendar. A motion was made by Jessica Chambers and seconded by Arne Jorgensen to approve the consent calendar including items A-C as presented with the following motions. There was no public comment on the consent calendar.

A. **Meeting Minutes.** To approve the meeting minutes as presented for the April 19, 2021 workshop and regular meeting, and the April 26 special workshop.

B. **Disbursements.** 107 WEST DESIGN, LLC \$4,875.00; ACE HARDWARE \$1,193.58; ADVANCED INDUSTRIAL SUPPLY INC \$300.21; ALAN'S WELDING INC. \$6.00; AMERICAN PUMP COMPANY \$282.50; AMERIGAS \$1,263.24; AMSOIL INC \$1,883.47; APEX SAGE INC \$9,598.00; ARCHITECTURAL BUILDING SUPPLY \$2,556.11; AT&T \$86.46; BLUE SPRUCE CLEANERS, INC \$473.25; BMV LLC \$63.10; BRISTOL, JAMES \$590.00; CARQUEST AUTO PARTS INC. \$144.39; CENTURYLINK \$2,130.65; CMI - TECO \$302.02; CNA SURETY \$50.00; COMMUNITY ENTRY SERVICES \$12,500.00; COMMUNITY FOUNDATION OF JACKSON \$290,428.94; CONTROL SYSTEM TECHNOLOGY, INC. \$1,817.50; COPYWORKS, LLC \$139.80; CROWLEY FLECK PLLP \$3,500.00; DEAN'S PEST CONTROL LLC \$200.00; DPC INDUSTRIES, INC. \$2,250.39; E.R. OFFICE EXPRESS \$127.09; ELECTRICAL WHOLESALE SUPPLY CO INC \$99.60; ELITE PARTS \$118.22; ENERGY CONSERVATION WORKS \$7,000.00; ENERGY LABORATORIES INC. \$812.00; FERGUSON ENTERPRISES, INC \$26.85; FLEETPRIDE \$756.78; FLOWMARK/HIGH TECH COMPANIES \$317.08; FLOYD'S TRUCK CENTER \$933.70; FORTRESS HOME IMPROVEMENTS LLC \$471.00; GILLIG LLC \$8,280.99; GM SHEET METAL LLC \$352.00; GREENWAY PAINTING LLC \$572.26; GREENWOOD MAPPING INC. \$270.00; HD FOWLER COMPANY \$136.54; HIGH COUNTRY LINEN \$1,088.66; ICMA MEMBERSHIP \$1,280.86; INTERSTATE BATTERY \$233.90; JACKSON ANIMAL HOSPITAL \$704.20; JACKSON HOLE CONTRACTING INC \$2,500.00; JACKSON HOLE LAW, PC \$3,002.00; JACKSON HOLE NEWS & GUIDE \$6,490.39; JACKSON HOLE RADIO \$4,032.00; JACKSON HOLE SECURITY, LLC \$1,275.00; JACKSON LUMBER INC \$24.50; JH20 WATER CONDITIONING & FILTRATION \$45.00; JORGENSEN ASSOCIATES, PC \$1,080.00; KELLERSTRASS ENTERPRISES, INC \$26,893.76; KENWORTH SALES COMPANY DEPT #1 -\$2,875.00; LANGUAGE TESTING INTERNATIONAL, INC \$131.50; LAWNGEVITY \$1,078.75; LEIGH, CHRISTOPHER S. \$135.00; LOCAL GOV'T LIABILITY POOL \$1,000.00; LONG BUILDING TECHNOLOGIES INC. \$1,490.00; MACY'S SERVICES \$2,735.50; MANN, ROY \$176.64; METROQUIP INC \$252.78; MILLER SANITATION \$2,646.00; ML BRYAND INTERESTS, LLS \$5,000.00; MORILLON-ARELLANO, SHELLIE \$706.42; MSC INDUSTRIAL SUPPLY CO \$419.53; NAPA AUTO PARTS INC. \$924.79; NELSON ENGINEERING \$12,744.00; ONE CALL OF WYOMING \$70.50; O'RYAN CLEANERS \$186.00; PREMIER TRUCK- SALT LAKE CITY \$5,733.49; RED'S AUTO GLASS, INC. \$360.00; RENDEZVOUS ENGINEERING, P.C. \$8,763.45; RON'S TOWING \$600.00; SALTWORKS LLC \$950.00; SCHREINER, JOE \$976.95; SENECA COMPANIES, INC \$8,808.62; SIGNATURE PROMOTIONAL GROUP LLC \$1,773.00; SILVER CREEK SUPPLY \$84.70; SNAKE RIVER ROASTING \$249.30; SPENCER, SHANNON \$135.00; ST JOHN'S HOSPITAL \$65.00; TETON BOARD OF REALTORS \$4,000.00; TETON COUNTY INTEGRATED SOLID WASTE/RECY \$453.00; TETON COUNTY PLANNING & BUILDING \$11,828.53; TETON COUNTY SCHOOL DISTRICT 1 \$216,860.72; TETON LITERACY CENTER \$11,000.00; TETON MOTORS INC \$150.15; TETON TOOLS LLC \$1,153.60; UPPER CASE PRINTING INK \$382.14; VINCI LAW OFFICE LLC \$252.13; VIRGINIAN VILLAGE CONDO HOA \$1,080.00; VISA \$9,184.12; VISION SERVICE PLAN - (WY) \$1,687.68; WELLER TRUCK PARTS \$875.20; WESTBANK SANITATION \$3,134.16; WESTERN STATE \$1,595.42; WHEELER TANK TESTING, INC. \$1,510.00; WHITE GLOVE CLEANING, INC. \$3,283.63; WY CHILD SUPPORT ENFORCEMENT \$146.76; WYOMING GARAGE DOOR, LLC \$888.00; WYOMING LANDSCAPE MAINTENANCE \$6,485.00; WYOMING WATER DEVELOPMENT COMMISSION \$79,130.00; XEROX CORPORATION \$345.16; XYLEM CCI \$1,075.84; Y2 CONSULTANTS, LLC \$12,672.00

C. **Special Event: People's Market.** To approve the special event application made by Slow Foods in the Tetons for the People's Markets, subject to the conditions and restrictions listed in the staff report.

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

Encroachment Agreement for Ducting at 50 W Deloney. Brian Lenz made staff comment. A motion was made by Jim Rooks and seconded by Arne Jorgensen to approve the encroachment agreement between the Town of Jackson and Big Mountain Enterprises, LLC, subject to the conditions of approval, to allow vertical ducting and protective bollards, for a distance of 12.5 feet,

within the Town's public right-of-way alley that runs north-south from Broadway to Deloney between Cache and Glenwood Streets. A vote showed 5-0 in favor and the motion carried.

Restaurant Liquor License Application by Alpine Hotel Partners LLC. Lynsey Lenamond made staff comment. Mayor Morton Levinson opened a public hearing in order to hear protest against this application. No public comment was made. Mayor Morton Levinson closed the public hearing.

Having considered the Wyo. Stat. §12-4-104(b) statutory factors for this application, a motion was made by Jessica Chambers and seconded by Arne Jorgensen to approve the application for a restaurant liquor license to Alpine Hotel Partners, LLC, subject to the following conditions and further direct the Town Clerk to issue the license upon confirmation that the conditions of approval have been met within the timeframe set forth in Wyoming Statute 12-4-103(a)(iv).

1. The Clerk shall not issue the liquor license until all required Town permits and licenses have been obtained.
2. Any additional minor corrections deemed necessary by staff and the Wyoming Liquor Division.
3. Alcohol service shall be limited to hotel guests only, unless a Basic Use Permit (BUP) for a "Restaurant/Bar" use is obtained from the Planning Department.

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

Request for Proposal for Affordable Rental Housing Development at 400 West Snow King. April Norton presented. No public comment was given. A motion was made by Arne Jorgensen and seconded by Jonathan Schechter to direct staff to submit an application to plat this property and rezone it to NH-1: Neighborhood High Density 1. The vote showed 5-0 in favor and the motion carried. A motion was made by Arne Jorgensen and seconded by Jonathan Schechter to direct staff to release the Request for Proposals for a Multifamily Rental Housing Developer at 400 West Snow King Avenue tomorrow, May 4, 2021. The vote showed 5-0 in favor and the motion carried.

Item P21-054: Subdivision Plat for Grove Phase 3 at 825 W Snow King Ave. Tyler Valentine presented. No public comment was made.

Based upon the findings as presented in the staff report and as made by the applicant for Item P21-054, a motion was made by Jonathan Schechter and seconded by Arne Jorgensen to make findings 1-4 as set forth in Section 8.5.3.C (Subdivision Plat) of the Land Development Regulations relating to 1) Conformance with Development Plan or Development Option Plan; 2) Complies with standards of Section 8.5.3. Subdivision Plat; 3) Complies with standards of Division 7.2. Subdivision Standards; 4) Complies with other relevant standards of these LDRs, to approve a Final Plat for the Grove Condominiums Phase Three Third Filing Addition to the Town of Jackson for the property addressed at 825 W. Snow King Avenue subject to the departmental reviews attached hereto and the following conditions of approval:

1. Within thirty (30) calendar days from the date of Town Council approval, the applicant shall satisfactorily address all comments made by the Town of Jackson and other reviewing entities included in the attached Departmental Reviews and submit the corrections to the Planning Department. The Planning Director shall review and approve all required changes prior to recording the plat with the County Clerk.
2. Park and School Exactions shall be paid at the time of plat recording.

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

Item B19-0393 Construction Management Plan at 135 N Cache for Hotel Jackson was postponed to May 17.

Item P21-020: Northern South Park Sewer Connection Request. Floren Poliseo, Lea Colasuonno and Tyler Sinclair made staff comment. Susan Johnson and Thomas Kirsten made public comment. Council discussion occurred.

A motion was made by Jim Rooks and seconded by Jessica Chambers to 1) approve JHHR's request for water supply services subject to the conditions of approval as presented by staff tonight and 2) direct staff to work with JHHR Holdings I to draft a Water Service Connection and Use Agreement and, upon approval of the Town Attorney and Town Engineer, bring the agreement back to Council for review. The vote showed 5-0 in favor and the motion carried.

Recess was taken at 7:39 and the meeting resumed at 7:48 pm.

A motion was made by Jim Rooks and seconded by Jessica Chambers to 1) approve JHHR's request for sewer collection and treatment services subject to the conditions of approval as

presented by staff tonight and 2) direct staff to work with JHHR Holdings I to draft a Sewer Service Connection and Use Agreement and, upon approval of the Town Attorney and Town Engineer, bring the agreement back to Council for review. The vote showed 5-0 in favor and the motion carried.

Resolution 21-12: A Resolution Authorizing START to Apply to The Community Foundation of Jackson Hole's Old Bill's Fun Run 2021.

Roxanne Robinson made staff comment. A motion was made by Arne Jorgensen and seconded by Jonathan Schechter to approve Resolution 21-12 as presented.

RESOLUTION 21-12

Authorizing Southern Teton Area Rapid Transit (START) to Submit an Application to The Community Foundation of Jackson Hole's Old Bill's Fun Run 2021

WHEREAS, the Jackson Town Council recognizes the need for public support for START; and

WHEREAS, the Community Foundation of Jackson Hole requires that certain criteria be met in order for START to participate in the Foundation's programs, and to the best of our knowledge, this application meets those criteria.

NOW, THEREFORE, BE IT RESOLVED by the Jackson Town Council, that the Town Council supports a grant application to the Community Foundation for the amount raised by Southern Teton Area Rapid Transit (START) in Old Bill's Fun Run 2021.

BE IT FURTHER RESOLVED that Darren Brugmann and Courtney Schwartz are hereby designated as the authorized representative of the Town of Jackson to act on behalf of the Jackson Town Council on all matters relating to this grant application.

PASSED AND APPROVED this 3rd day of May 2021.

Mayor Hailey Morton Levinson called for the vote. The vote showed 5-0 in favor and the motion carried.

Resolution 21-13: A Resolution Authorizing Animal Shelter to Apply to The Community Foundation of Jackson Hole's Old Bill's Fun Run 2021.

A motion was made by Jonathan Schechter and seconded by Jessica Chambers to approve Resolution 21-13 as presented.

RESOLUTION 21-13

Authorizing the Jackson - Teton County Animal Shelter to Submit an Application to The Community Foundation of Jackson Hole's Old Bill's Fun Run 2021

WHEREAS, the Jackson Town Council recognizes the need for public support for the Jackson - Teton County Animal Shelter; and

WHEREAS, the Community Foundation of Jackson Hole requires that certain criteria be met in order for the Jackson - Teton County Animal Shelter to participate in the Foundation's programs, and to the best of our knowledge, this application meets those criteria.

NOW, THEREFORE, BE IT RESOLVED by the Jackson Town Council, that the Town Council supports a grant application to the Community Foundation for the amount raised by the Jackson - Teton County Animal Shelter in Old Bill's Fun Run 2021.

BE IT FURTHER RESOLVED that Tony Matthews, Lisa Ruschill, and Sylvia Polonsky are hereby designated as the authorized representatives of the Town of Jackson to act on behalf of the Jackson Town Council on all matters relating to this grant application.

PASSED AND APPROVED this 3rd day of May 2021.

Mayor Hailey Morton Levinson called for the vote. The vote showed 5-0 in favor and the motion carried.

Resolution 21-14: A Resolution Authorizing Victim Services to Apply to The Community Foundation of Jackson Hole's Old Bill's Fun Run 2021

A motion was made by Arne Jorgensen and seconded by Jonathan Schechter to approve Resolution 21-14 as presented.

RESOLUTION 21-14

Authorizing Jackson-Teton County Victim Services to Submit an Application to The Community Foundation of Jackson Hole's Old Bill's Fun Run 2021

WHEREAS, the Jackson Town Council recognizes the need for public support for Jackson-Teton County Victim Services; and

WHEREAS, the Community Foundation of Jackson Hole requires that certain criteria be met in order for Jackson-Teton County Victim Services to participate in the Foundation's programs, and to the best of our knowledge, this application meets those criteria.

NOW, THEREFORE, BE IT RESOLVED by the Jackson Town Council, that the Town Council supports a grant application to the Community Foundation for the amount raised by Jackson-Teton County Victim Services in Old Bill's Fun Run 2021.

BE IT FURTHER RESOLVED that Tracey Trefren is hereby designated as the authorized representative of the Town of Jackson to act on behalf of the Jackson Town Council on all matters relating to this grant application.

PASSED AND APPROVED this 3rd day of May 2021.

Mayor Hailey Morton Levinson called for the vote. The vote showed 5-0 in favor and the motion carried.

Resolution 21-15 A Resolution Supporting Net Metering to the Wyoming Association of Municipalities

A motion was made by Jonathan Schechter and seconded by Jessica Chambers to approve Resolution 21-15 as presented.

RESOLUTION 21-15

FOR WAM CONSIDERATION A RESOLUTION REQUESTING WAM SUPPORT FOR MAINTAINENANCE OF THE FULL RETAIL VALUE OF NET METERING

WHEREAS, current language in §37-16-101(a)(viii)(B) in Wyoming's Statutes allows net metering for facilities with electrical generating capacities; and

WHEREAS, the guarantee of fair payback for energy generated on-site is essential for encouraging diversification of the state's economy and job growth within it, for providing long-term cost savings, for helping keep electric rates from increasing for all users, and for promoting resiliency; and

WHEREAS, limiting net metering will impact financial investments made by residents and businesses, specifically the investment-backed expectations made by local governments, and individuals and curtail the burgeoning solar industry impacting our local government's ability to meet internal and community goals; and

NOW, THEREFORE, BE IT RESOLVED that the Town of Jackson supports, and urges WAM to support municipalities, other governmental entities, businesses, and citizens to maintain the full retail value of net metering.

APPROVED ON THE 3rd DAY OF MAY, 2021.

Mayor Hailey Morton Levinson called for the vote. The vote showed 5-0 in favor and the motion carried.

Resolution 21-16 A Resolution Supporting Options for Revenue Generation to the Wyoming Association of Municipalities

A motion was made by Jessica Chambers and seconded by Jonathan Schechter to approve Resolution 21-16 as presented.

RESOLUTION 21-16

FOR WAM CONSIDERATION A RESOLUTION SUPPORTING EFFORTS TO EXPAND OPTIONS FOR LOCAL GOVERNMENTS TO GENERATE REVENUE

WHEREAS, many municipalities in Wyoming are struggling to address the operating needs of their communities through existing taxing methods; and

WHEREAS, citizens of municipalities are more comfortable if they can be assured that additional tax revenues will be used to fund priorities identified by the community that may include core services such as infrastructure maintenance, or additional initiatives such as childcare, health and human services, conservation, transportation, and housing; and

WHEREAS, citizens of Wyoming value self-sufficiency, so resources specific to one area of the state such as a real estate transfer or an unearned income tax, which are economic drivers in tourist economies, should be able to be levied and utilized to support the government and citizens in that locality; and

WHEREAS, the state's current tax code does not allow for this flexibility, Towns, Counties, and the State of Wyoming have missed collections on real estate sales of over \$1B in the last year; and

WHEREAS, localities levying such taxes would create healthy diversification of revenue streams and could consider changes in percentages or foregoing receipt of direct distributions from the state, thus supporting the state with its fiscal challenges; and

NOW, THEREFORE, BE IT RESOLVED that the Town of Jackson supports, and urges WAM to support, more flexibility for localities to levy taxes that make sense within their jurisdictions, given their specific circumstances, to be utilized for community priorities and potentially offset some of the states’ current burden in terms of direct distributions.
APPROVED ON THE 3RD DAY OF MAY, 2021.

Mayor Hailey Morton Levinson called for the vote. The vote showed 5-0 in favor and the motion carried.

Resolution 21-17 A Resolution Supporting Home Rule to the Wyoming Association of Municipalities
A motion was made by Jonathan Schechter and seconded by Arne Jorgensen to approve Resolution 21-17 as presented.

RESOLUTION 21-17
FOR WAM CONSIDERATION A RESOLUTION REQUESTING WAM SUPPORT
REINVIGORATION OF HOME RULE
WHEREAS, according to Wyoming’s Constitution, Article 13, Section 1, Wyoming supports home rule for municipalities; and
WHEREAS, local government leaders understand the needs and aspirations of their constituents and communities, and solutions to unique challenges faced in specific places are best reached by the people closest to the issues at-hand; and
WHEREAS, Wyoming believes in self-reliance, autonomy, and freedom and local governments embrace these tenets as well; and
NOW, THEREFORE, BE IT RESOLVED that the Town of Jackson supports, and urges WAM to support, municipalities to maintain home rule on matters within their jurisdictions.
APPROVED ON THE 3rd DAY OF MAY, 2021.

Mayor Hailey Morton Levinson called for the vote. The vote showed 4-1 in favor, Jim Rooks opposed, and the motion carried.

Matters from Mayor and Council. Council discussed the Community Tennis Association, the Airport/National Park Scenic Tour Issue, meeting in person, and planning for the rodeo/fair grounds. Roxanne Robinson and Tyler Sinclair made staff comment. No action was taken.

A motion was made by Jessica Chambers and seconded by Arne Jorgensen to direct the Town Attorney to continue settlement negotiations in the matter of TasteBuds LLC v. Town of Jackson, No. S-20-0275. The vote showed 5-0 in favor and the motion carried. Further discussion was held regarding the Fairgrounds.

Town Manager’s Report. A motion was made by Jim Rooks and seconded by Jessica Chambers to accept the Town Manager’s Report into the record. The Town Manager’s Report contained the Budget Meeting Schedule and information on public records access and requests. Mayor Morton Levinson called for the vote. The vote showed 5-0 in favor and the motion carried.

Adjourn. A motion was made by Jonathan Schechter and seconded by Jessica Chambers to adjourn the meeting. Mayor Morton Levinson called for the vote. The vote showed 5-0 in favor and the motion carried. The meeting adjourned at 8:35 p.m. minutes:ll

TOWN OF JACKSON

ATTEST:

Hailey Morton Levinson, Mayor

Lynsey Lenamond, Town Clerk
Publish JH News & Guide: May 12, 2021

TOWN COUNCIL PROCEEDINGS - **UNAPPROVED**

May 07, 2021

JACKSON, WYOMING

The Jackson Town Council met in a special town council meeting in the Town Hall Council Chambers located at 150 East Pearl in Jackson, at 10:32 A.M. This meeting was held in-person and through the Zoom platform. Upon roll call the following were found to be present:

TOWN COUNCIL: *In-person*: None. *via Zoom*: Mayor Hailey Morton Levinson, Arne Jorgensen, Jonathan Schechter. Jim Rooks and Jessica Sell Chambers were absent.

STAFF: Lea Colasuonno and Lynsey Lenamond.

Executive Session. A motion was made by Jonathan Schechter and seconded by Arne Jorgensen to recess to an 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). Council recessed at 10:33 am and resumed session at 10:54 am.

Matter Concerning Litigation A motion was made by Hailey Morton Levinson and seconded by Jonathan Schechter to direct the Town Attorney to negotiate a settlement in the matter of TasteBuds LLC v. Town of Jackson, No. S-20-0275. The vote showed 3-0 in favor and the motion carried.

Adjourn. A motion was made by Jonathan Schechter and seconded by Arne Jorgensen to adjourn the meeting. The Mayor called for the vote. The vote showed 3-0 in favor and the motion carried. The meeting adjourned at 10:56 am.

TOWN OF JACKSON

ATTEST:

Lynsey Lenamond, Town Clerk

minutes:ll

Publish JH News & Guide: May 19, 2021

Hailey Morton Levinson, Mayor

TOWN COUNCIL PROCEEDINGS - **UNAPPROVED**

May 10, 2021

JACKSON, WYOMING

The Jackson Town Council met in special budget workshop session in the Town Hall Council Chambers located at 150 East Pearl in Jackson, at 2:00 P.M. This meeting was held in-person and through the Zoom platform. Upon roll call the following were found to be present:

TOWN COUNCIL: *In-person:* None. *via Zoom:* Mayor Hailey Morton Levinson, Arne Jorgensen, Jonathan Schechter and Jim Rooks. Jessica Sell Chambers joined at 2:03 pm.

STAFF: Larry Pardee, Kelly Thompson, Tyler Sinclair, Johnny Ziem, Michelle Weber, Steve Ashworth, Roxanne Robinson, Michael Palazzolo, and Lynsey Lenamond.

Town of Jackson Budget. Larry Pardee and Kelly Thompson presented highlights from the General Fund of the FY22 Budget. Tyler Sinclair, Johnny Ziem, Michelle Weber and Steve Ashworth added staff comments.
Council held discussion with staff.

Adjourn. A motion was made by Jonathan Schechter and seconded by Arne Jorgensen to adjourn the meeting. The Mayor called for the vote. The vote showed 5-0 in favor and the motion carried. The meeting adjourned at 4:02 pm.

TOWN OF JACKSON

ATTEST:

Lynsey Lenamond, Town Clerk
minutes:ll
Publish JH News & Guide: May 19, 2021

Hailey Morton Levinson, Mayor

Report Criteria:

Detail report.

Invoices with totals above \$0 included.

Paid and unpaid invoices included.

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
328	842-NCBERS GROUP WYOMIN	842052021	PAYROLL DEDUCTIONS	04/10/2021	192.00	192.00	04/29/2021
Total 328:					192.00	192.00	
425	ACE EQUIPMENT & SUPPLY	171841	SWEEPER BROOMS FOR STRE	04/09/2021	4,087.58	.00	
Total 425:					4,087.58	.00	
51	ACE HARDWARE	733562	stihl oil	03/31/2021	15.54	.00	
51	ACE HARDWARE	733565	propane exchange	03/31/2021	19.99	.00	
51	ACE HARDWARE	733656	window cleaner and gloves	04/01/2021	24.48	.00	
51	ACE HARDWARE	734110	yard waste bags	04/06/2021	879.20	.00	
51	ACE HARDWARE	734251	START - flat washers	04/07/2021	6.88	.00	
51	ACE HARDWARE	734283	START - slip nuts and o-ring	04/07/2021	18.97	.00	
51	ACE HARDWARE	734302	toilet bowl cleaner and sprayer	04/07/2021	24.98	.00	
51	ACE HARDWARE	734952	bolt hardward	04/14/2021	6.00	.00	
51	ACE HARDWARE	735095	garden spayer, stain, brushes	04/15/2021	96.97	.00	
51	ACE HARDWARE	735095	garden sprayer, stain, brushes	04/15/2021	96.98	.00	
51	ACE HARDWARE	735116	poly film	04/15/2021	34.99	.00	
51	ACE HARDWARE	735153	CREDIT	04/15/2021	54.99	.00	
51	ACE HARDWARE	735625	Parking Garage - trash cans	04/20/2021	41.97	.00	
51	ACE HARDWARE	735735	Vertical Harvest - roof drain acid cl	04/20/2021	152.81	.00	
51	ACE HARDWARE	735918	marking paint	04/22/2021	56.61	.00	
51	ACE HARDWARE	736067	BARBED FITTING FOR HIGHWA	04/23/2021	3.99	.00	
51	ACE HARDWARE	736114	Bunk House - smoke alarm batteri	04/23/2021	47.97	.00	
51	ACE HARDWARE	736149	Parking Garage - hammer bit	04/23/2021	21.99	.00	
51	ACE HARDWARE	736406	supllies for taps	04/21/2021	64.36	.00	
51	ACE HARDWARE	736409	marking paint	04/26/2021	37.74	.00	
51	ACE HARDWARE	736417	Home Ranch - window sill bench	04/26/2021	34.43	.00	
51	ACE HARDWARE	736479	Home Ranch - lamps	04/27/2021	14.99	.00	
51	ACE HARDWARE	736549	Deloney - water closet caulk	04/27/2021	19.98	.00	
51	ACE HARDWARE	736625	SK Housing - aluminum dryer duct	04/28/2021	5.49	.00	
51	ACE HARDWARE	736883	weed control, sprayer	04/29/2021	67.96	.00	
Total 51:					1,740.28	.00	
3596	ADVANCED GLASS TRIM, LLC	20723	WINDSHIELD FOR SHERIFF'S D	04/29/2021	300.00	.00	
Total 3596:					300.00	.00	
2269	AFLAC	465156	ACCOUNT #y9599	04/25/2021	2,584.63	2,584.63	04/29/2021
Total 2269:					2,584.63	2,584.63	
6524	ALPHAGRAPHS	IX-199042	man therapy ads - teton county	04/12/2021	667.44	.00	
6524	ALPHAGRAPHS	IX-199069	whole foods hiring ads	04/06/2021	342.41	.00	
6524	ALPHAGRAPHS	IX-203325	BUS SIGNAGE	05/03/2021	342.41	.00	
Total 6524:					1,352.26	.00	
660	AMERICAN PUMP COMPANY	34099	repair pressure pump broadway b	04/27/2021	112.00	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 660:					112.00	.00	
6575	APEX SAGE INC	050521	Si-Ferrin - framing	05/05/2021	8,270.00	.00	
Total 6575:					8,270.00	.00	
1783	AT&T	287259163099	Annual charges for account 28725	04/08/2021	1,241.17	.00	
Total 1783:					1,241.17	.00	
4920	BEST BEST & KRIEGER	903410	Wireless	04/28/2021	859.00	.00	
Total 4920:					859.00	.00	
6583	BESTDRIVE IDAHO FALLS	29002097	15 FOR START BUSES	04/30/2021	6,662.08	.00	
Total 6583:					6,662.08	.00	
1560	BLUE SPRUCE CLEANERS,INC	050121	officer uniform dry cleaning	05/01/2021	481.94	.00	
Total 1560:					481.94	.00	
2850	BMV LLC	1880	shipping for portable lab meter to	04/23/2021	169.13	.00	
Total 2850:					169.13	.00	
6727	BRIGGS, ERIC L	4553	SHOP TOOLS	04/15/2021	514.95	.00	
Total 6727:					514.95	.00	
102	CASELLE INC.	109250	11 months of support fees	05/01/2021	1,744.00	.00	
Total 102:					1,744.00	.00	
2876	CAST	1448	annual memebeship dues	03/01/2021	315.00	.00	
Total 2876:					315.00	.00	
1719	CENTURY EQUIPMENT	LP35652	ZAMBONI PARTS	04/13/2021	267.83	.00	
Total 1719:					267.83	.00	
544	CENTURYLINK	221186745	Remainder of FY21(~11 billing per	04/20/2021	740.90	.00	
Total 544:					740.90	.00	
6257	CERTIFIED LABORATORIES	7326620	lube and degreaser	04/09/2021	399.10	.00	
Total 6257:					399.10	.00	
5967	CITY OF DRIGGS	BBSTART2021	WATER SEWER	05/03/2021	46.51	.00	
5967	CITY OF DRIGGS	BBSTART2021	WATER SEWER	05/03/2021	42.60	.00	
5967	CITY OF DRIGGS	BBSTART2021	BUS BARN	05/03/2021	1,278.00	.00	
5967	CITY OF DRIGGS	BBSTART2021	ELECTRIC	05/03/2021	600.08	.00	
Total 5967:					1,967.19	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
6822	COLTRIN MOTUARY	042721	Reimbursement for overpayment	04/27/2021	159.00	.00	
Total 6822:					159.00	.00	
4887	CONTROL SYSTEM TECHNOLO	9952	new vfd drive for well 6 install and	04/26/2021	14,227.50	.00	
Total 4887:					14,227.50	.00	
3001	CREATIVE ENERGIES, LLC	6322	ips warranty labor for inverter	04/29/2021	18.40	.00	
Total 3001:					18.40	.00	
5915	CROWN TROPHY	22242	operator of the winter season awa	04/22/2021	38.90	.00	
Total 5915:					38.90	.00	
6718	CULTIVATE	050521	ANNUAL CONTRACT	05/05/2021	1,250.00	.00	
Total 6718:					1,250.00	.00	
4918	DEAN'S PEST CONTROL LLC	60176	WWTP - April Pest Control -	04/09/2021	100.00	.00	
4918	DEAN'S PEST CONTROL LLC	60435	PWorks - Pest Control	04/12/2021	50.00	.00	
Total 4918:					150.00	.00	
65	DELCON INC	24043	Public Works - Admin-1 Furnace r	03/31/2021	5,785.68	.00	
Total 65:					5,785.68	.00	
708	DELTA DENTAL PLAN OF WYOM	7017 0521	PREMIUM MAY	04/29/2021	540.80	540.80	04/29/2021
708	DELTA DENTAL PLAN OF WYOM	7017 0521	CLAIMS	04/29/2021	7,611.27	7,611.27	04/29/2021
Total 708:					8,152.07	8,152.07	
2175	DIVISION OF VICTIM SERVICES	050521	Crime Victim SurchAGE APRIL	05/05/2021	150.00	.00	
Total 2175:					150.00	.00	
3408	E.R. OFFICE EXPRESS	17607	Sharpie markers	05/03/2021	55.26	.00	
3408	E.R. OFFICE EXPRESS	17607	front desk chair	05/03/2021	275.00	.00	
3408	E.R. OFFICE EXPRESS	17644	DVDs & envelopes for Evidence T	05/06/2021	47.74	.00	
Total 3408:					378.00	.00	
1134	ENERGY LABORATORIES INC.	388734	prepare consumer confidence rep	04/23/2021	125.00	.00	
1134	ENERGY LABORATORIES INC.	389256	weekly wwtp testing	04/26/2021	132.00	.00	
Total 1134:					257.00	.00	
103	ENVIRONMENTAL RESOURCE	967142	annual QAQC lab testing kit	04/23/2021	843.31	.00	
Total 103:					843.31	.00	
3195	FERGUSON ENTERPRISES, IN	9249117	Deloney flush valve assembly	04/21/2021	16.27	.00	
3195	FERGUSON ENTERPRISES, IN	9253479	contractor bags, tape, and misc s	04/23/2021	77.44	.00	
Total 3195:					93.71	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
5463	FIGJAM ENTERPRISES, LLC	906	Parking Garage window cleaning	05/03/2021	1,177.00	.00	
Total 5463:					1,177.00	.00	
4294	FIRE SERVICES OF IDAHO	9184901	SK Event Ctr - Fire Sprinkler 2nd f	04/16/2021	2,613.52	.00	
Total 4294:					2,613.52	.00	
668	FREEDOM MAILING SERVICE I	40484	Billing process for 12 months	05/05/2021	898.94	.00	
668	FREEDOM MAILING SERVICE I	40484	billing process for 12 months	05/05/2021	898.94	.00	
Total 668:					1,797.88	.00	
6633	FURBER, WINSLOW	042621	DOT Physical voucher	04/26/2021	155.00	.00	
Total 6633:					155.00	.00	
6464	GEITTMANN LARSON SWIFT LL	12565	Litigation	04/29/2021	750.00	.00	
Total 6464:					750.00	.00	
4212	GILLIG LLC	40797809	BUS FILTERS FOR INVENTORY	04/15/2021	617.88	.00	
4212	GILLIG LLC	40797900	GAUGES FOR BUS 205	04/15/2021	220.36	.00	
4212	GILLIG LLC	40800586	BUS HOSE FOR RESALE	04/24/2021	131.32	.00	
4212	GILLIG LLC	40801306	GAUGES FOR BUS 211	04/26/2021	102.44	.00	
Total 4212:					1,072.00	.00	
1165	GRAFIX SHOPPE INC.	138674	DECAL FOR PD	04/21/2021	116.17	.00	
Total 1165:					116.17	.00	
1609	GRAINGER	9877104647	vacuum breaker repair kit	04/21/2021	124.68	.00	
Total 1609:					124.68	.00	
93	HACH CHEMICAL CO.	12405839	wwtp lab supplies	04/09/2021	1,995.87	.00	
93	HACH CHEMICAL CO.	12411425	ammonia vials for WWTP lab	04/14/2021	870.66	.00	
Total 93:					2,866.53	.00	
4988	HD FOWLER COMPANY	I5758557	supplies for taps	04/25/2021	2,597.58	.00	
Total 4988:					2,597.58	.00	
96	HIGH COUNTRY LINEN	0247252	April rugs	04/14/2021	61.93	.00	
96	HIGH COUNTRY LINEN	0247348	laundry bags, towels	04/14/2021	97.20	.00	
96	HIGH COUNTRY LINEN	0247915	Home Ranch - odor control and bl	04/19/2021	25.31	.00	
96	HIGH COUNTRY LINEN	0247920	Town Hall - floor mats 4/19	04/19/2021	290.40	.00	
96	HIGH COUNTRY LINEN	0248790	Home Ranch - odor control 4/26	04/26/2021	7.50	.00	
96	HIGH COUNTRY LINEN	0249082	April rugs	04/28/2021	61.93	.00	
96	HIGH COUNTRY LINEN	0249179	MATS & SUPPLIES	04/28/2021	87.20	.00	
96	HIGH COUNTRY LINEN	0249179	MATS & SUPPLIES	04/28/2021	133.00	.00	
96	HIGH COUNTRY LINEN	0249274	uniform cleaning	04/29/2021	47.53	.00	
96	HIGH COUNTRY LINEN	0249274	uniform cleaning	04/29/2021	18.43	.00	
96	HIGH COUNTRY LINEN	0249274	uniform cleaning	04/29/2021	4.85	.00	
96	HIGH COUNTRY LINEN	0249274	uniform cleaning	04/29/2021	19.40	.00	
96	HIGH COUNTRY LINEN	0249274	uniform cleaning	04/29/2021	4.85	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
96	HIGH COUNTRY LINEN	0249274	uniform cleaning	04/29/2021	19.40	.00	
96	HIGH COUNTRY LINEN	0249274	shop towels	04/29/2021	7.32	.00	
96	HIGH COUNTRY LINEN	0249274	uniform cleaning	04/29/2021	31.04	.00	
96	HIGH COUNTRY LINEN	0249274	shop and break room towels, laun	04/29/2021	3.00	.00	
96	HIGH COUNTRY LINEN	0249274	uniform cleaning	04/29/2021	9.70	.00	
96	HIGH COUNTRY LINEN	04249799	Home Ranch - Odor control and bl	05/03/2021	25.31	.00	
96	HIGH COUNTRY LINEN	S0247050	cleaning supplies	04/12/2021	6.30	.00	
Total 96:					961.60	.00	
6455	HIRST APPLGATE, LLP	202787	3 Creek Litigation	05/04/2021	2,169.40	.00	
Total 6455:					2,169.40	.00	
4044	IDAHO FALLS PETERBILT	111311	CLEAN 2 DPF FILTERS	04/20/2021	536.13	.00	
4044	IDAHO FALLS PETERBILT	564622	STARTER FOR 1600	02/26/2021	453.75	.00	
Total 4044:					989.88	.00	
36	IDAHO STATE TAX COMMISSIO	042921	APRIL WITHHOLDINGS	04/29/2021	3,296.00	3,296.00	04/29/2021
Total 36:					3,296.00	3,296.00	
106	INTERSTATE BATTERY	50012743	BATTERIES FOR RESTOCK	04/19/2021	260.90	.00	
Total 106:					260.90	.00	
2	JACKSON CURBSIDE INC.	00028851	March down town recycling loop	04/10/2021	1,015.00	.00	
2	JACKSON CURBSIDE INC.	00028860	Downtown April recycling	04/14/2021	552.65	.00	
2	JACKSON CURBSIDE INC.	050521	downtown recycling April, May, Ju	05/05/2021	870.00	.00	
2	JACKSON CURBSIDE INC.	050521	FRANCHISE FEE	05/05/2021	317.35-	.00	
Total 2:					2,120.30	.00	
131	JACKSON HOLE NEWS & GUID	324440	advertise for new consumer confid	04/21/2021	287.40	.00	
131	JACKSON HOLE NEWS & GUID	324441	May 3 Annexation Hearing x2	04/21/2021	880.66	.00	
131	JACKSON HOLE NEWS & GUID	324707	4/19 sp wkshp minutes	04/28/2021	149.63	.00	
131	JACKSON HOLE NEWS & GUID	324708	Bid 21-02 legal notice	04/28/2021	68.40	.00	
131	JACKSON HOLE NEWS & GUID	324709	4/19 TC Reg mtg Minutes	04/28/2021	820.80	.00	
131	JACKSON HOLE NEWS & GUID	324710	Liquor Notice	04/28/2021	246.40	.00	
131	JACKSON HOLE NEWS & GUID	324765	Public Liquor Notice	04/30/2021	350.32	.00	
131	JACKSON HOLE NEWS & GUID	324766	advertising in hte daily for consum	04/30/2021	1,396.44	.00	
131	JACKSON HOLE NEWS & GUID	324840	Volunteer Training ad	04/30/2021	380.64	.00	
131	JACKSON HOLE NEWS & GUID	324989	Street Operator Ad to run 5/5 and	05/05/2021	387.60	.00	
131	JACKSON HOLE NEWS & GUID	324990	Meter Reader/Equipment Operato	05/05/2021	387.60	.00	
131	JACKSON HOLE NEWS & GUID	324991	Transit Operator ad in JHNAG. Su	05/05/2021	204.00	.00	
131	JACKSON HOLE NEWS & GUID	324992	Transit Director Ad 5/5, 5/12	05/05/2021	376.20	.00	
131	JACKSON HOLE NEWS & GUID	325118	ad#391572 LIQUOR NOTICE	05/05/2021	246.40	.00	
131	JACKSON HOLE NEWS & GUID	325119	4/26 minutes	05/05/2021	47.03	.00	
Total 131:					6,229.52	.00	
5084	JACKSON HOLE SECURITY, LL	941	REPAIR FIRE SUPPRESSION O	02/25/2021	607.86	.00	
Total 5084:					607.86	.00	
115	JACKSON PAINT AND GLASS, I	1121106	155 Pearl - window pane	04/15/2021	4.34	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 115:					4.34	.00	
4240	JERRY SEINER CHEVROLET, IN	2022299	glove box for sweeper	04/26/2021	105.63	.00	
Total 4240:					105.63	.00	
5455	JH Builders Inc.	051121	RETURN BOND b21-0319 252 e	05/11/2021	2,000.00	.00	
Total 5455:					2,000.00	.00	
139	JORGENSEN ASSOCIATES, PC	4672	Cache Creek 2D PreCon and CA	04/08/2021	3,813.75	.00	
Total 139:					3,813.75	.00	
5473	KELLERSTRASS ENTERPRISES	D41855	4002 GALLONS OF MID-GRADE,	04/20/2021	25,567.50	.00	
Total 5473:					25,567.50	.00	
3332	KILMER'S BG DISTRIBUTING	17730	SUMMER FUEL TREATMENT	04/27/2021	1,725.00	.00	
Total 3332:					1,725.00	.00	
155	LEONARD PETROLEUM EQUIP	IFIN208962	REPLACE OVERFILL SHUT OFF	04/21/2021	1,381.26	.00	
Total 155:					1,381.26	.00	
671	LINCOLN NATIONAL LIFE	910000195734	107391 MAY PREMIUM	04/21/2021	1,351.69	1,351.69	04/29/2021
671	LINCOLN NATIONAL LIFE	910000195734	107747 maY PREMIUM	04/21/2021	5,405.98	5,405.98	04/29/2021
Total 671:					6,757.67	6,757.67	
5574	Long, Reimer & Winegar	051021	s-20-0275 tastebuds llc	05/10/2021	40,000.00	.00	
Total 5574:					40,000.00	.00	
156	LOWER VALLEY ENERGY INC	92050-00204-3	3150 S ADAMS CANYON DR, JA	04/30/2021	229.96	.00	
156	LOWER VALLEY ENERGY INC	92050-00304-3	SPRUCE DR PUMP HOUSE, JA	04/30/2021	269.61	.00	
156	LOWER VALLEY ENERGY INC	92050-00504-3	CACHE KUDAR LT, JACKSON,	04/30/2021	56.70	.00	
156	LOWER VALLEY ENERGY INC	92050-00604-3	N CACHE ST LIGHTING, JACKS	04/30/2021	31.43	.00	
156	LOWER VALLEY ENERGY INC	92050-00804-3	CEMETERY, JACKSON, WY	04/30/2021	16.24	.00	
156	LOWER VALLEY ENERGY INC	92050-01004-3	ELY SPRINGS RD WELL 6,7,8, J	04/30/2021	1,247.71	.00	
156	LOWER VALLEY ENERGY INC	92050-01404-3	135 E BROADWAY AVE HEAT TA	04/30/2021	16.24	.00	
156	LOWER VALLEY ENERGY INC	92050-01604-3	210 N CACHE ST HOME RANCH	04/30/2021	41.51	.00	
156	LOWER VALLEY ENERGY INC	92050-01704-3	WASTE WATER TRTMT INTERM	04/30/2021	16.00	.00	
156	LOWER VALLEY ENERGY INC	92050-01904-3	RANGEVIEW DR LIFT PUMP CO	04/30/2021	87.80	.00	
156	LOWER VALLEY ENERGY INC	92050-02004-3	S HWY 89 PATHWAY TUNNEL LT	04/30/2021	59.55	.00	
156	LOWER VALLEY ENERGY INC	92050-02104-3	150 E PEARL AVE, JACKSON, W	04/30/2021	1,493.88	.00	
156	LOWER VALLEY ENERGY INC	92050-02304-3	RANGEVIEW DR LOTS 18,19 LT	04/30/2021	18.38	.00	
156	LOWER VALLEY ENERGY INC	92050-02404-3	1605 BERGER LN SEWER LIFT	04/30/2021	25.62	.00	
156	LOWER VALLEY ENERGY INC	92050-02504-3	450 W SNOW KING AVE NEW S	04/30/2021	476.44	.00	
156	LOWER VALLEY ENERGY INC	92050-02604-3	450 W SNOW KING AVE SHOP, J	04/30/2021	331.66	.00	
156	LOWER VALLEY ENERGY INC	92050-02704-3	RANGEVIEW DR LOTS 20,21 LT	04/30/2021	18.50	.00	
156	LOWER VALLEY ENERGY INC	92050-02804-3	RANGEVIEW DR LOTS 26,27 LT	04/30/2021	18.25	.00	
156	LOWER VALLEY ENERGY INC	92050-03004-3	RANGEVIEW DR LOTS 95,96 LT	04/30/2021	18.18	.00	
156	LOWER VALLEY ENERGY INC	92050-03104-3	MOUNTAIN VIEW LN LOT 38,39	04/30/2021	18.18	.00	
156	LOWER VALLEY ENERGY INC	92050-03204-3	LILAC LN LOTS 88,89 LTS, JACK	04/30/2021	18.25	.00	
156	LOWER VALLEY ENERGY INC	92050-03404-3	LILAC LN LOTS 80,81 LTS, JACK	04/30/2021	17.60	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
156	LOWER VALLEY ENERGY INC	92050-03504-3	RANGEVIEW DR LOTS 41,42 LT	04/30/2021	18.90	.00	
156	LOWER VALLEY ENERGY INC	92050-03604-3	RANGEVIEW DR LOTS 12,13 LT	04/30/2021	19.15	.00	
156	LOWER VALLEY ENERGY INC	92050-03904-3	LILAC LN LOTS 86,87 LTS, JACK	04/30/2021	19.21	.00	
156	LOWER VALLEY ENERGY INC	92050-04004-3	CORNER CREEK & LILAC LOTS	04/30/2021	18.77	.00	
156	LOWER VALLEY ENERGY INC	92050-04104-3	LILAC & DAISY LOTS 99,101 LTS	04/30/2021	16.24	.00	
156	LOWER VALLEY ENERGY INC	92050-04304-3	CORNER CREEK LOTS 68,69 LT,	04/30/2021	16.56	.00	
156	LOWER VALLEY ENERGY INC	92050-04404-3	SNOW KING ESTATES BOOSTE	04/30/2021	210.15	.00	
156	LOWER VALLEY ENERGY INC	92050-04504-3	TOWN SQUARE LIGHTS, JACKS	04/30/2021	60.19	.00	
156	LOWER VALLEY ENERGY INC	92050-04704-3	WASTE WATER TRTMT UV BLD	04/30/2021	16.00	.00	
156	LOWER VALLEY ENERGY INC	92050-04904-3	WASTE WATER TRTMT PTB 545	04/30/2021	11,090.87	.00	
156	LOWER VALLEY ENERGY INC	92050-05004-3	2 MG TANK, JACKSON, WY 200	04/30/2021	20.65	.00	
156	LOWER VALLEY ENERGY INC	92050-05104-3	WELL #5 KARNs MEADOW DR,	04/30/2021	1,571.63	.00	
156	LOWER VALLEY ENERGY INC	92050-05204-3	675 E BROADWAY AVE WELL #1	04/30/2021	17.76	.00	
156	LOWER VALLEY ENERGY INC	92050-05304-3	WELLS #2 & #3, JACKSON, WY	04/30/2021	2,824.50	.00	
156	LOWER VALLEY ENERGY INC	92050-05404-3	CITY WELL ELK REF 1, JACKSO	04/30/2021	57.50	.00	
156	LOWER VALLEY ENERGY INC	92050-05504-3	CITY WELL ELK REF 2, JACKSO	04/30/2021	80.46	.00	
156	LOWER VALLEY ENERGY INC	92050-05604-3	CITY WELL ELK REF 3, JACKSO	04/30/2021	44.98	.00	
156	LOWER VALLEY ENERGY INC	92050-05904-3	440 W SNOW KING AVE POLICE	04/30/2021	153.53	.00	
156	LOWER VALLEY ENERGY INC	92050-06004-3	400 W SNOW KING AVE S GAR,	04/30/2021	279.85	.00	
156	LOWER VALLEY ENERGY INC	92050-06104-3	400 W SNOW KING AVE PUBLIC	04/30/2021	837.45	.00	
156	LOWER VALLEY ENERGY INC	92050-07404-3	CRABTREE LN THAW WELL #2,	04/30/2021	16.24	.00	
156	LOWER VALLEY ENERGY INC	92050-07804-3	145 W HANSEN AVE FRONT, JA	04/30/2021	116.43	.00	
156	LOWER VALLEY ENERGY INC	92050-07904-3	145 W HANSEN AVE BACK, JAC	04/30/2021	129.69	.00	
156	LOWER VALLEY ENERGY INC	92050-08104-3	IRR CONTROL & LTS PEARL ST,	04/30/2021	23.42	.00	
156	LOWER VALLEY ENERGY INC	92050-08204-3	400 W SNOW KING AVE E STOR	04/30/2021	263.91	.00	
156	LOWER VALLEY ENERGY INC	92050-09204-3	3150 S ADAMS CANYON DR ANI	04/30/2021	317.55	.00	
156	LOWER VALLEY ENERGY INC	92050-10204-3	145 W HANSEN AVE FRONT, JA	04/30/2021	58.54	.00	
156	LOWER VALLEY ENERGY INC	92050-10604-3	940 SIMON LN, JACKSON, WY	04/30/2021	191.14	.00	
156	LOWER VALLEY ENERGY INC	92050-11104-3	PEARL - WILLOW ST LIGHT, JA	04/30/2021	17.53	.00	
156	LOWER VALLEY ENERGY INC	92050-11404-3	210 N CACHE ST HOME RANCH	04/30/2021	411.81	.00	
156	LOWER VALLEY ENERGY INC	92050-115-369	MULTIPLE STREET LIGHTS	04/30/2021	1,988.03	.00	
156	LOWER VALLEY ENERGY INC	92050-12604-3	SPRING WATER LN LIFT STATIO	04/30/2021	21.35	.00	
156	LOWER VALLEY ENERGY INC	92050-12704-3	3337 S CODY CREEK DR LIFT S	04/30/2021	277.16	.00	
156	LOWER VALLEY ENERGY INC	92050-13004-3	3 CREEK RANCH AFFORDABLE	04/30/2021	23.35	.00	
156	LOWER VALLEY ENERGY INC	92050-13104-3	195 E DELONEY AVE RESTROO	04/30/2021	279.95	.00	
156	LOWER VALLEY ENERGY INC	92050-13204-3	160 S MILLWARD ST PARKING	04/30/2021	1,049.41	.00	
156	LOWER VALLEY ENERGY INC	92050-13404-3	160 S MILLWARD ST PARKING	04/30/2021	87.77	.00	
156	LOWER VALLEY ENERGY INC	92050-33204-3	185 N GLENWOOD MCCABE PR	04/30/2021	30.20	.00	
156	LOWER VALLEY ENERGY INC	92050-33404-3	JOSEPHINE LOOP LOT 15 LIFT	04/30/2021	117.20	.00	
156	LOWER VALLEY ENERGY INC	92050-33604-3	HIDDEN RANCH PATHWAY TUN	04/30/2021	22.06	.00	
156	LOWER VALLEY ENERGY INC	92050-34104-3	210 N CACHE ST HOME RANCH	04/30/2021	20.95	.00	
156	LOWER VALLEY ENERGY INC	92050-34204-3	25 S REDMOND ST LT PEDESTA	04/30/2021	33.43	.00	
156	LOWER VALLEY ENERGY INC	92050-34504-3	930 SIMON LN, JACKSON, WY	04/30/2021	146.34	.00	
156	LOWER VALLEY ENERGY INC	92050-35304-3	W DELONEY & BROADWAY LTS,	04/30/2021	77.65	.00	
156	LOWER VALLEY ENERGY INC	92050-35504-3	S CACHE SE OF CENTER ARTS	04/30/2021	70.09	.00	
156	LOWER VALLEY ENERGY INC	92050-35604-3	55 KARNs MEADOW DR START	04/30/2021	1,607.02	.00	
156	LOWER VALLEY ENERGY INC	92050-35704-3	55 KARNs MEADOW DR START	04/30/2021	5,504.75	.00	
156	LOWER VALLEY ENERGY INC	92050-35804-3	650 W BROADWAY PATHWAY LT	04/30/2021	67.04	.00	
156	LOWER VALLEY ENERGY INC	92050-35904-3	MILLER PARK PARKING LOT CH	04/30/2021	48.76	.00	
156	LOWER VALLEY ENERGY INC	92050-36004-3	1035 W BROADWAY AVE PATH	04/30/2021	30.15	.00	
156	LOWER VALLEY ENERGY INC	92050-36104-3	625 W BROADWAY AVE NEW P	04/30/2021	22.51	.00	
156	LOWER VALLEY ENERGY INC	92050-36204-3	STELLARIA LN/S HWY 89 LIGHT	04/30/2021	19.92	.00	
156	LOWER VALLEY ENERGY INC	92050-36304-3	455 VINE ST UTIL, JACKSON, W	04/30/2021	47.52	.00	
156	LOWER VALLEY ENERGY INC	92050-36404-3	65 VIRGINIAN LN #5, JACKSON,	04/30/2021	66.12	.00	
156	LOWER VALLEY ENERGY INC	92050-36504-3	65 VIRGINIAN LN #7, JACKSON,	04/30/2021	78.81	.00	
156	LOWER VALLEY ENERGY INC	92050-36704-3	455 VINE ST APT #3, JACKSON,	04/30/2021	52.67	.00	
156	LOWER VALLEY ENERGY INC	92050-36804-3	455 VINE ST APT #4, JACKSON,	04/30/2021	65.68	.00	
156	LOWER VALLEY ENERGY INC	92050-37004-3	2022 WILDFLOWER CT, JACKS	04/30/2021	73.16	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
156	LOWER VALLEY ENERGY INC	92050-37104-3	2022 WILDFLOWER CT, JACKS	04/30/2021	45.48	.00	
156	LOWER VALLEY ENERGY INC	92050-37404-3	455 VINE ST APT #1, JACKSON,	04/30/2021	59.24	.00	
156	LOWER VALLEY ENERGY INC	92050-37504-3	155 E PEARL AVE, JACKSON, W	04/30/2021	24.45	.00	
156	LOWER VALLEY ENERGY INC	92050-37604-3	149 E PEARL AVE, JACKSON, W	04/30/2021	210.15	.00	
156	LOWER VALLEY ENERGY INC	92050-37804-3	145 E PEARL AVE #A EAST, JAC	04/30/2021	25.68	.00	
156	LOWER VALLEY ENERGY INC	92050-38104-3	915 SIMON LN, JACKSON, WY	04/30/2021	122.38	.00	
156	LOWER VALLEY ENERGY INC	92050-38204-3	BUDGE DR LT SYSTEM, JACKS	04/30/2021	20.12	.00	
156	LOWER VALLEY ENERGY INC	92050-38304-3	SNOW KING DR WATER TANK C	04/30/2021	17.99	.00	
156	LOWER VALLEY ENERGY INC	92050-38504-3	SPRING CREEK LIFT PUMP, JA	04/30/2021	298.25	.00	
156	LOWER VALLEY ENERGY INC	92050-38804-3	121 SHERWOOD CT BLDG 2 BU	04/30/2021	31.02	.00	
156	LOWER VALLEY ENERGY INC	92050-38904-3	1640 MARTIN LN LIFT STATION,	04/30/2021	21.92	.00	
156	LOWER VALLEY ENERGY INC	92050-39004-3	400 W SNOW KING AVE HOUSI	04/30/2021	171.35	.00	
156	LOWER VALLEY ENERGY INC	92050-39104-3	400 W SNOW KING AVE PARK M	04/30/2021	199.55	.00	
156	LOWER VALLEY ENERGY INC	92050-39204-3	400 W SNOW KING AVE ADMIN,	04/30/2021	246.34	.00	
156	LOWER VALLEY ENERGY INC	92050-39304-3	400 W SNOW KING AVE EMPLO	04/30/2021	639.33	.00	
Total 156:					37,510.60	.00	
5108	Marquina, Francisca	050521	RESTITUTION PAYMENT	05/05/2021	100.00	.00	
Total 5108:					100.00	.00	
6814	McMullen, Matt	042621	Travel reimbursement for Lieutena	04/26/2021	682.46	.00	
Total 6814:					682.46	.00	
998	METROQUIP INC	P09267	SIDE BROOMS FOR SWEEPER	04/28/2021	74.59	.00	
Total 998:					74.59	.00	
3841	MIKE'S OILFIELD SERVICES IN	31062	spring bypass cleaning	04/22/2021	4,244.00	.00	
Total 3841:					4,244.00	.00	
6823	MILLER CORDIAL	050521	REFUND BAIL 21-04-0012	05/05/2021	500.00	.00	
Total 6823:					500.00	.00	
257	NAPAAUTO PARTS INC.	980073	WHEEL STUDS AND NUTS FOR	03/30/2021	10.58	.00	
257	NAPAAUTO PARTS INC.	982517	AIR FILTERS FOR INVENTORY	04/12/2021	214.02	.00	
257	NAPAAUTO PARTS INC.	982654	BRAKE PADS FOR SHERIFF	04/13/2021	65.69	.00	
257	NAPAAUTO PARTS INC.	983054	BRAKE LIGHT SWITCH FOR PA	04/14/2021	16.96	.00	
257	NAPAAUTO PARTS INC.	983328	FILTERS AND WIPERS FOR INV	04/16/2021	717.87	.00	
257	NAPAAUTO PARTS INC.	983407	LIGHT BULBS FOR STOCK	04/16/2021	28.05	.00	
257	NAPAAUTO PARTS INC.	984208	FILTERS FOR RESTOCK	04/21/2021	115.03	.00	
257	NAPAAUTO PARTS INC.	984209	filters for parking garage sweeper	04/21/2021	37.00	.00	
257	NAPAAUTO PARTS INC.	984326	BOLTS FOR STREET GRADER	04/22/2021	49.52	.00	
257	NAPAAUTO PARTS INC.	984566	4 BAGS OF FLOOR DRY	04/23/2021	38.60	.00	
257	NAPAAUTO PARTS INC.	985133	HEAD LAMPS FOR RESALE	04/26/2021	17.94	.00	
257	NAPAAUTO PARTS INC.	985224	CREDIT	04/27/2021	36.99-	.00	
257	NAPAAUTO PARTS INC.	985489	PAINT FOR INVENTORY	04/28/2021	13.98	.00	
257	NAPAAUTO PARTS INC.	985700	OIL FILTERS FOR INVENTORY	04/29/2021	39.12	.00	
Total 257:					1,327.37	.00	
187	NELSON ENGINEERING	54989	Si-Ferrin remodel - structural engi	04/29/2021	1,072.50	.00	
187	NELSON ENGINEERING	54995	well design, permitting, bid docs p	04/29/2021	5,353.00	.00	
187	NELSON ENGINEERING	54999	thaw #4 design services	04/29/2021	1,539.75	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 187:					7,965.25	.00	
6821	OTAK, INC.	000004210314	stormwater system GIS mapping	04/27/2021	3,010.00	.00	
Total 6821:					3,010.00	.00	
6068	POWER ENGINEERING CO, INC	0234980-IN	SK Ice Rink - condenser tower wa	04/26/2021	932.94	.00	
Total 6068:					932.94	.00	
6483	PREMIER TRUCK- SALT LAKE C	775279982	HOSE AND TUBE ASM FOR BUS	04/14/2021	67.21	.00	
6483	PREMIER TRUCK- SALT LAKE C	775281161	SENSORS FOR BUS 276	04/19/2021	356.20	.00	
6483	PREMIER TRUCK- SALT LAKE C	775283612	FUEL PUMP FOR BUS 204	04/28/2021	362.15	.00	
6483	PREMIER TRUCK- SALT LAKE C	CM775281161	CREDIT	04/26/2021	240.76-	.00	
Total 6483:					544.80	.00	
4922	PREMIER VEHICLE INSTALLATI	357004	PUSH BUMPER FOR POLICE D	04/26/2021	451.41	.00	
Total 4922:					451.41	.00	
532	QUICK BROWN FOX LLC	3799	commuter, summer and universal	04/13/2021	385.00	.00	
Total 532:					385.00	.00	
2758	RANCH INN	050421	DUI VIP room, speaker room	05/04/2021	280.00	.00	
Total 2758:					280.00	.00	
861	ROTARY CLUB OF JACKSON H	518 0421	QUARTERLY DUES LARRY PAR	04/15/2021	600.00	.00	
Total 861:					600.00	.00	
5373	Rzeka LLC	051121	Return Bond B14-0614 1200 s Hw	05/11/2021	2,000.00	.00	
5373	Rzeka LLC	051121	Return Bond B14-0606 1228 s Hw	05/11/2021	3,000.00	.00	
Total 5373:					5,000.00	.00	
4548	SILVER CREEK SUPPLY	0004402653-0	heavy duty citrus towels and carbi	04/21/2021	71.35	.00	
4548	SILVER CREEK SUPPLY	0004442253-0	Si-Ferrin - water main ball valve	04/28/2021	78.00	.00	
4548	SILVER CREEK SUPPLY	03764391-101	SKHM- air piping	08/30/2020	32.35	.00	
Total 4548:					181.70	.00	
4720	SILVERSTAR	54639 0521	FY21 Silverstar service - contract	05/01/2021	2,491.17	.00	
4720	SILVERSTAR	654791 0521	W SNOW KING INTERNET SER	05/01/2021	869.73	.00	
Total 4720:					3,360.90	.00	
236	SMITH POWER PRODUCTS,INC	3140065	SPEED SENSORS FOR INVENT	04/08/2021	195.24	.00	
Total 236:					195.24	.00	
4699	SNAKE RIVER ROASTING	68436	coffee	04/12/2021	43.00	.00	
4699	SNAKE RIVER ROASTING	68600	coffee	04/27/2021	97.90	.00	
4699	SNAKE RIVER ROASTING	68763	coffee	05/06/2021	102.45	.00	
4699	SNAKE RIVER ROASTING	68794	Coffee	05/06/2021	129.00	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 4699:					372.35	.00	
241	ST JOHN'S HOSPITAL	1496745	pre-emp physical	03/22/2021	145.00	.00	
241	ST JOHN'S HOSPITAL	5000312201	pre-emp physical	03/25/2021	170.00	.00	
Total 241:					315.00	.00	
4513	STANARD & ASSOCIATES, INC	SA000046838	Online POST tests for Police Offic	04/29/2021	245.00	.00	
Total 4513:					245.00	.00	
1054	SUNRISE ENVIRONMENTAL	120173	ENHANCE	04/15/2021	195.87	.00	
Total 1054:					195.87	.00	
6703	Teton County Alternative to Incarc	051121	3RD QUARTER	05/11/2021	21,398.60	.00	
Total 6703:					21,398.60	.00	
1443	TETON COUNTY CLERK	051021HA	Housing Department Monthly Ope	05/10/2021	20,991.75	.00	
1443	TETON COUNTY CLERK	051021PR	Parks and Recreation Monthly Op	05/10/2021	127,028.33	.00	
Total 1443:					148,020.08	.00	
581	TETON COUNTY INTEGRATED	050321	1st quarter	05/03/2021	21,238.69	.00	
Total 581:					21,238.69	.00	
55	TETON COUNTY SHERIFF'S-JAI	588	March prisoner expense	04/06/2021	1,008.00	.00	
Total 55:					1,008.00	.00	
1614	TETON COUNTY-FUND 10	042721 KM	MONTHLY CONTRIBUTION - JOI	04/27/2021	5,586.28	.00	
1614	TETON COUNTY-FUND 10	042721P	MONTHLY PATHWAYS CONTRIB	04/27/2021	7,127.75	.00	
Total 1614:					12,714.03	.00	
3027	TETON COUNTY-FUND 13	051021FE	Fire/EMS Monthly Contribution	05/10/2021	107,600.21	.00	
Total 3027:					107,600.21	.00	
3162	TETON TRASH REMOVAL, INC.	21 MAY 931	12 months of trash removal for 14	05/01/2021	47.00	.00	
Total 3162:					47.00	.00	
6810	THE TIRE RACK, INC.	FV24255	1 TIRE FOR PD	03/26/2021	130.76	.00	
6810	THE TIRE RACK, INC.	FW94703	4 TIRES FOR PATHWAYS	04/15/2021	443.08	.00	
Total 6810:					573.84	.00	
3955	THOMSON WEST	844272444	MONTHLY CHARGE	05/01/2021	446.93	.00	
3955	THOMSON WEST	844272444	MONTHLY CHARGE	05/01/2021	446.92	.00	
Total 3955:					893.85	.00	
70	THYSSEN KRUPP ELEVATOR C	140870	Parking Garage - broken button re	04/27/2021	222.50	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 70:					222.50	.00	
6363	TMSC LLC	2021-005-SF1	Si-Ferrin Remodel electrical work	04/25/2021	16,101.50	.00	
6363	TMSC LLC	2021-006-B1	START - Bus wash control work &	04/25/2021	753.50	.00	
Total 6363:					16,855.00	.00	
6000	TRAFFIC SAFETY STORE	04271198187	safety bollards	04/27/2021	727.03	.00	
Total 6000:					727.03	.00	
6731	VINCI LAW OFFICE LLC	05062021	case#18119	05/06/2021	252.13	252.13	05/06/2021
Total 6731:					252.13	252.13	
2247	WATKINS, MARK	041921	Mileage reimbursement for DUI VI	04/19/2021	70.85	.00	
Total 2247:					70.85	.00	
192	WEBER, MICHELLE	050621	REIMBURSE FOR TRAVEL TO F	05/06/2021	592.40	.00	
Total 192:					592.40	.00	
6788	WESTERN CHARTERS AND TO	60631	Salt Lake Express Charter Servic	04/21/2021	75,950.00	.00	
6788	WESTERN CHARTERS AND TO	61326	BUS CHARTER	05/03/2021	71,400.00	.00	
Total 6788:					147,350.00	.00	
1640	WESTERN STATE	IN001508658	LAMP ASM FOR LOADER	12/16/2020	79.25	.00	
Total 1640:					79.25	.00	
2802	WESTWOOD CURTIS	050721C	Cache Tube 2D Construction	05/07/2021	186,257.61	.00	
Total 2802:					186,257.61	.00	
472	WHITE GLOVE CLEANING, INC.	529B	145 Hanson - move out cleaning	04/28/2021	343.16	.00	
472	WHITE GLOVE CLEANING, INC.	534B	455 Vine -3 - move out cleaning	04/28/2021	209.52	.00	
472	WHITE GLOVE CLEANING, INC.	7175	MILLER PARK JANITORIAL	04/30/2021	1,152.50	.00	
472	WHITE GLOVE CLEANING, INC.	7176	Town Hall cleaning	04/30/2021	2,130.00	.00	
472	WHITE GLOVE CLEANING, INC.	7177	SK Housing cleaning	04/30/2021	350.00	.00	
472	WHITE GLOVE CLEANING, INC.	7179	Public Works - Cleaning	04/30/2021	1,340.33	.00	
472	WHITE GLOVE CLEANING, INC.	7180	Parking Garage cleaning	04/30/2021	204.00	.00	
472	WHITE GLOVE CLEANING, INC.	7182	Bunk House cleaning	04/30/2021	100.00	.00	
472	WHITE GLOVE CLEANING, INC.	74Z	Town Hall - Cleaning supplies; tra	04/29/2021	991.25	.00	
472	WHITE GLOVE CLEANING, INC.	75Z	Deloney - foam soap, tissue, trash	04/29/2021	155.50	.00	
472	WHITE GLOVE CLEANING, INC.	76Z	Parking Garage - bath tissue, foa	04/29/2021	155.50	.00	
472	WHITE GLOVE CLEANING, INC.	77Z	Home Ranch - trash bags, foam s	04/29/2021	122.00	.00	
472	WHITE GLOVE CLEANING, INC.	78Z	Public Works - bath tissue, trash b	04/29/2021	132.00	.00	
Total 472:					7,385.76	.00	
3619	WY CHILD SUPPORT ENFORCE	05062021	case #209790	05/06/2021	146.76	146.76	05/06/2021
Total 3619:					146.76	146.76	
4139	WY WORKERS' SAFETY & COM	04292021	MAY PREMIUM	04/29/2021	7,039.92	7,039.92	04/29/2021

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 4139:					7,039.92	7,039.92	
79	WYOMING DEPARTMENT OF E	042721	1ST QTR SUTA	04/27/2021	49,660.77	49,660.77	04/29/2021
Total 79:					49,660.77	49,660.77	
1064	WYOMING DEPARTMENT OF H	10012978	COLOLERT WATER TESTING	04/01/2021	168.00	.00	
Total 1064:					168.00	.00	
4811	WYOMING LANDSCAPE MAINT	13021	START - trench drain cleaning	04/30/2021	1,753.50	.00	
Total 4811:					1,753.50	.00	
406	WYOMING LAW ENFORCEMEN	050521	OFFICER EDUCATION TRAININ	05/05/2021	70.00	.00	
Total 406:					70.00	.00	
329	WYOMING RETIREMENT SYST	207694	APRIL CONTRIBUTIONS	04/28/2021	.18	.18	04/29/2021
329	WYOMING RETIREMENT SYST	207695	April CONTRIBUTIONS	04/28/2021	31,499.09	31,499.09	04/29/2021
329	WYOMING RETIREMENT SYST	207696	APRIL CONTRIBUTIONS	04/28/2021	27,979.65	27,979.65	04/29/2021
329	WYOMING RETIREMENT SYST	207697	APRIL CONTRIBUTIONS	04/28/2021	45,994.74	45,994.74	04/29/2021
Total 329:					105,473.66	105,473.66	
6717	WY-TEST	37347	pre-employment drug tests for Pol	04/06/2021	80.00	.00	
6717	WY-TEST	37460	pre-employment drug tests for Pol	04/19/2021	80.00	.00	
6717	WY-TEST	37487	pre-employment drug tests for Pol	04/22/2021	80.00	.00	
6717	WY-TEST	37524	pre-employment drug tests for Pol	04/30/2021	80.00	.00	
Total 6717:					320.00	.00	
2179	XEROX CORPORATION	013289662	coper agreement	05/01/2021	126.75	.00	
2179	XEROX CORPORATION	013289663	coper agreement	05/01/2021	47.20	.00	
2179	XEROX CORPORATION	013289664	coper agreement	05/01/2021	78.48	.00	
2179	XEROX CORPORATION	013289665	Xerox annual maintenance and su	05/01/2021	9.77	.00	
2179	XEROX CORPORATION	013289670	coper agreement	05/01/2021	80.62	.00	
Total 2179:					342.82	.00	
2842	YELLOW IRON EXCAVATION, LL	56402	trash removal	03/31/2021	70.00	.00	
2842	YELLOW IRON EXCAVATION, LL	57195	12 months of trash removal - 915	04/30/2021	35.00	.00	
2842	YELLOW IRON EXCAVATION, LL	57297	12 months of trash removal 455 Vi	04/30/2021	17.50	.00	
2842	YELLOW IRON EXCAVATION, LL	57297	12 months of trash removal 455 vi	04/30/2021	17.50	.00	
2842	YELLOW IRON EXCAVATION, LL	57297	12 months of trash removal 455 Vi	04/30/2021	17.50	.00	
2842	YELLOW IRON EXCAVATION, LL	57297	12 months of trash removal 455 vi	04/30/2021	17.50	.00	
2842	YELLOW IRON EXCAVATION, LL	57429	12 months of trash removal 155 e	04/30/2021	120.00	.00	
Total 2842:					295.00	.00	
Grand Totals:					1,083,797.32	183,555.61	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
--------	-------------	----------------	-------------	--------------	--------------------	-------------	-----------

Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

City Treasurer: _____

Report Criteria:

Detail report.

Invoices with totals above \$0 included.

Paid and unpaid invoices included.

**TOWN OF JACKSON
MUNICIPAL COURT
MONTHLY REPORT TO THE MAYOR AND TOWN COUNCIL
FOR THE MONTH OF APRIL, 2021**

During the month of April, the court received \$33,553 in fines, costs, and fees.
243 new cases were docketed: 149 parking citations, 94 summons
50 cases were dismissed: 29 parking violations

The abbreviations used below are: BF= Bond Forfeiture (includes \$10.00 court cost), GP=Guilty Plea and Fine, NC= No Contest,
G=Found Guilty at Trial, NG=Found Not Guilty at Trial,
R=Restitution, CS=Community Service, DP=Deferred Prosecution, D=Dismissed, D-TS= Dismissed with Traffic School,
DA=Deferred Adjudication

CLOSED CASES

<u>NAME</u>	<u>CITATION</u>	<u>OFFENSE</u>	<u>DISPOSITION</u>	<u>\$</u>
Acar, Dilbirin	186001999AC	Operator's Permit Required	D-Per Town's Motion	0
Alexander, Gabriel George	186002017AC	MPH over limit Bond 47/25	BF	274
Allison, Brian Keith	03655L	Offenses against persons and property	BF	100
Anderson, Christopher David	186001947AC	Stop Sign Violation	BF	140
Beaudreault, Nicholas E	01947M	Interference w/PD: Resisting officer	D- Per Town's Motion	0
Beaudreault, Nicholas E	01946M	Public intoxication	D- Per Town's Motion	0
Bentz, Kenyon James	186002002AC	Minor in possession alcohol	BF	150
Blake, Mitchell Tibbitts	186001993AC	Speed Limits Generally 42/30	BF	174
Boyce, Rachel Elisabeth	98858N	No display of current registration	BF	70
Burford, Christopher Michael	186001932AC	Speed Limits Generally 50/30	BF	130
Bushnell, Janice Elaine	186002060AC	Use of cell phone while driving prohibited	BF	65
Carrillo Munguia, Pedro	186001552AC	Failure to Maintain Lane	BF	100
Carrizales Ontiveros, Jose	186002031AC	Failure to maintain liability coverage	D- Provided Valid Information	0
Clancy, David Michael	186002027AC	Speed Limits Generally 30/20	BF	140
Corona, Apolonia Bautista	186001878AC	Speed Limits Generally 33/20	BF	181
Coulter, Adam James	186002047AC	Unsafe Turning Movement	BF	90
Dinakar, Singh	01455M	Speed Limits Generally 57/30	BF	284
Estrada Diaz, Daniel	186001936AC	No Driver's license	BF	410
Filippone, Richard A	186001778AC	MPH over limit Bond 44/25	BF	233
Fuentes Cid, Guadalupe M	186001724AC	No Driver's license	BF	420
Galido, Belen	186001956AC	Speed Limits Generally 48/30	BF	216
Giaquinto, Andrew Carter	186002058AC	Use of cell phone while driving prohibited	BF	65
Gilchrist, Bruce Fotheringham	186002033AC	Speed Limits Generally 46/30	BF	202
Goldberg, Brian	03946L	Driving/Control of vehicle while intox	DA- In Accordance with W.S.S. 7-13-301	0
Grimes, Timothy Brandt	186001537AC	No display of current registration	BF	70
Gundzya, Dina	186002025AC	Turning left at intersection	BF	90
Hagan, Adam Dana	186001954AC	Speed Limits Generally 31/20	BF	167
Healy, Daniel B	03656L	Offenses against persons and property	BF	500
Hernandez, Mireya Garcia	98101N	No Driver's license	BF	420
Hessler, Nicole Svetlana	186002095AC	Use of cell phone while driving prohibited	BF	65
Hill, Kristina	186001791AC	Speed Limits Generally 45/30	BF	205
Hoffman, Mark	186000538AC	Driving/Control of vehicle while intox	DA- In Accordance with W.S.S. 7-13-301	0
Hudson, Nathaniel Frederick	186002048AC	Failure to Obey Traffic Control Device	BF	140
Hutmacher, Cheryl Ann	186002028AC	Speed Limits Generally 31/20	BF	167
Jay, Timothy Woodruff	186001968AC	Failure to maintain liability coverage	D- Provided Valid Information	0
Jay, Timothy Woodruff	186001969AC	No display of current registration	BF	140
Keane, Catherine Ann	186001541AC	Failure to maintain liability coverage	D- Provided Valid Information	0
Klingenstein, Oliver Bole	186002057AC	Use of cell phone while driving prohibited	BF	100
Lai, Monique Vivette	186002016AC	Use of cell phone while driving prohibited	BF	65
Layton, David Michael	186001753AC	Public intoxication	D-Per Town's Motion	0
Long, Jessica Simpson	186001909AC	Speed Limits Generally 43/30	BF	181
Macauley, Helen Gunlocke	186002032AC	Failure to maintain liability coverage	D- Provided Valid Information	0
Mage, Jerome J	186001979AC	Speed Limits Generally 45/30	BF	195
Malai, Efimii	186001794AC	Operator's Permit Required	BF	500
Malubay, Mark L	186001907AC	Failure to maintain liability coverage	BF	560
Martin, Sarah L	186001920AC	No Driver's license	BF	205
Mcalees, Trevor E	03657L	Offenses against persons and property	BF	500
Montgomery, Philip Isaiah	186001548AC	No display of current registration	BF	75
Montiel Parra, Jose Luis	186001540AC	Failure to stop at a red light	BF	140
Moorehouse, Staci Jean	186001431AC	Public intoxication	BF	110
Morris, Alexander L	01188M	MPH over limit Bond 41/25	BF	197
Neeb, Sarah Ann	186001930AC	No display of current registration	BF	70
Noonan, Ryan William	186001955AC	Speed Limits Generally 32/20	BF	174
Nydam, Aaron John	186001674AC	No display of current registration	BF	75
Olivares Rodriguez, Jorge	98860N	Limitations on Backing	BF	90
O'sullivan, Michael B	98852N	Required position & method of turning at intersections	BF	90
Partlow, Theresa F	186001914AC	Use of cell phone while driving prohibited	BF	65

Paz Cartagena, Gavil G	186001790AC	GTB license required	BF	750
Perez Armas, Juan J	186002066AC	No Driver's license	BF	410
Perez, Kenny	186000409AB	Driving/Control of vehicle while intox	DA- In Accordance with W.S.S. 7-13-301	0
Persha, John Thomas	186002026AC	Speed Limits Generally 30/20	BF	140
Raboin, Heather R	98859N	No display of current registration	D-Per Town's Motion	0
Read, Alexander	186001976AC	Speeding 25/15	BF	75
Richey, Monica Maddox	186001929AC	Public intoxication	D-Per Town's Motion	0
Roberts, Alyssa	186001924AC	Minor in possession alcohol	D-Per Town's Motion	0
Robertson, Arcel Dizon	186001961AC	Following too Close	BF	100
Root, Clinton Reese	186002035AC	Failure to Obey Traffic Control Device	BF	140
Ross, Pauline Elizabeth	186001934AC	Speed Limits Generally 51/30	BF	267
Schwab, Alexa Catherine	186002003AC	Minor in possession alcohol	BF	150
Seaton, Kendall	186001978AC	Speed Limits Generally 39/30	BF	133
Shepherd, Donna H	186001989AC	Failure to stop at a red light	BF	140
Sidwell, Olivia Leigh	186002021AC	Minor in possession alcohol	BF	150
Slaughter, John Lewis	186001967AC	Failure to Obey Traffic Control Device	BF	140
Smith, Robert Keith	186001539AC	No display of current registration	BF	70
Snyder, Drake William	186001574AC	Public intoxication	BF	230
Sosa Garcia, Efen	186001984AC	Stop Sign Violation	BF	140
Spencer, Nicholas G	01343M	Driving under suspension	D-Per Town's Motion	0
Strobel, Robert W	98857N	Failure to stop at a red light	D-TS	0
Summers, Thomas P	186001912AC	No display of current registration	BF	140
Swanson, Ryan Joseph	186001610AC	Throwing stones or missiles	BF	250
Tan, Frank Marden	186001551AC	Obey traffic control device designating lane	D-TS	0
Teasdale, Symon Allen	186002046AC	Use of cell phone while driving prohibited	BF	65
Temple, Chase D	186001971AC	Speed Limits Generally 55/30	BF	295
Thomas, Kiah Wray	186001915AC	Damage to attended vehicle or property	D-Per Town's Motion	0
Turner, Brittany Nicole	186001995AC	Speed Limits Generally 47/30	BF	209
Uzun, Andrei	186001997AC	Operator's Permit Required	BF	250
Wagner, Edward F Iii	98783N	Public intoxication	D-Per Town's Motion	0
Warren, Morgann R	186002008AC	Use of cell phone while driving prohibited	BF	65
Wilson, James Michael	98276N	Failure to maintain liability coverage	BF	280
Wilson, James Michael	186001538AC	No display of current registration	BF	75
Winters, Kyle Logan	186001793AC	Speed Limits Generally 47/30	BF	209
Xochitototl Corona, Miguel Angel	186001725AC	Use of cell phone while driving prohibited	BF	90

STAFF REPORT



Meeting Date:	May 17, 2021	Meeting Title:	Town Council Evening Meeting
Submitting Department:	Administration	Presenter:	Carl Pelletier
Agenda Item:	Special Event: Center for the Arts Annual Benefit	Public Comment:	Yes

Purpose & Policy Considerations.

The Mayor and Council approve all special event applications requesting the use of public property, amplified sound, and the services of Town personnel and Town equipment on behalf of the Town of Jackson.

During the Special Town Council Workshop held on February 23, 2021 a special event policy was adopted for considerations during the COVID-19 pandemic. The applicant has indicated that, depending on which risk category we are in during the event they would adjust their participant numbers accordingly. The applicant is working with the Teton County Health Department and Town of Jackson staff to ensure that the event will have COVID-19 mitigation plans in place during the event. The applicant will need to adhere to any Town policies as well as any Statewide or Local Health Orders in effect that are in place at the time of their event.

Requested Action.

Staff is requesting Town Council to consider the special event application submitted by the Center for the Arts for the Center for the Arts Annual Benefit event.

Recommendations.

Staff recommends the approval of the application, subject to the conditions and restrictions listed in this staff report.

Background.

The applicant, Center for the Arts, is requesting to host their annual benefit event – a concert - on Friday, August 6, 2021 between the hours of 6:00 P.M. and 10:00 P.M. on the Center for the Arts Lawn (Center Park). Per their Conditional Use Permit, the Center for the Arts is permitted to conduct events in the Center Park without a Special Event Permit as long as the events cease by 9:00 P.M. The applicant has indicated that the music concert will begin at 7:00 P.M. conclude by 9:00 P.M. and the public would be off-site by 10:00 P.M. Town Council permission is required for this event as it will conclude by 10:00 P.M. In the past Town Council has granted permission for similar events to extend past 9:00 P.M. on the Center for the Arts Lawn (Tux and Tails, One Fly, Jackson Centennial).

The applicant also requests Town Council permission to close South Cache Street (between Simpson Avenue and the alleyway north of Kelly Avenue) during the hours of 12:00 A.M. and 11:59 P.M. on Friday, August 6, 2021, utilize Town equipment including barricades and cones for the closure of the street, as well as permission for amplified sound on the Center Lawn until 9:00 P.M. The event would include amplified sound from a local bluegrass music artist.

Historically, the Center for the Arts has held their annual benefit event inside of the Center Theater. This year due to COVID-19 concerns the applicant is seeking to relocate their event outdoors. The applicant is requesting this additional space (Cache Street) to allow the participants to spread out on the grassy lawn. The applicant is

requesting to set up a stage on Cache Street (facing towards Center Park) which will allow for additional spacing. This benefit is the Center for the Arts' only fundraising event of the year.



The applicant has indicated that they have canvassed the local neighborhood surrounding the Center for the Arts informing residents of the upcoming event as well as the time and date of this meeting for the opportunity to make public comment.

If approved, a condition of approval will include: "The applicant is expected to monitor the noise levels of the event to ensure that it is conducted in a manner that reduces the likelihood that it will disturb the residents of

the surrounding area or neighborhood. In the event that complaints from residents are received, the person to whom this permit is issued shall be responsible for taking reasonable steps to see that the noise is abated in a timely manner.” This condition has been used for similar events which have been approved on the Center for the Arts Lawn.

The special event request has been reviewed by various Town and Joint Departments including Public Works, Police, and Fire/EMS. While Fire/EMS, Police and Public Works all indicated some concern about the closure of a traffic artery in town, all indicated that they were comfortable due to the relatively short duration of the closure request.

The applicant will continue to work with the Teton County Health Department and make adjustments for hosting the Center for the Arts Benefit in accordance with the Center for Disease Control guidelines as well as following any existing COVID-19 state and local health orders that are in place. This application has been reviewed by the Teton County Health Department.

The applicant requests the following in association with the event:

- Permission to operate an event on the Center for the Arts Lawn until 10:00 P.M. on Friday, August 6, 2021 with amplified sound ending at 9:00 P.M.
- Permission to close South Cache Street between Simpson Avenue and the alleyway north of Kelly Avenue between the hours of 12:00 A.M. and 11:59 P.M. on Friday, August 6, 2021 as depicted in the map above.
- Permission to post “No Parking” signs in the proposed closure area on South Cache Street as depicted in the map above. The applicant will be responsible for the production, posting, and removal of the signage.
- Permission to use Town of Jackson barricades and cones for the closure of Cache Street.
- Permission for amplified music associated with live or recorded music.
- Permission to display onsite vendor banners and/or logos on the booths. The applicant will submit temporary sign permit applications for all off-site banners they wish to erect.
- A catering permit from Town staff.
- An expo permit from Town staff.

Analysis.

The application has been submitted for review and comment to all Town departments. The operating plan for this event has been reviewed by the Teton County Health Department and Town staff to ensure that the event complies with state and local health orders, Center for Disease Control guidelines, as well as Town the special event policy with COVID-19 considerations.

Possible Alternatives.

N/A

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.

We have always been a diverse community that supports a variety of lifestyles and employment opportunities, and we welcome others to share in the enjoyment of our ecosystem and western mountain lifestyle. Residents and visitors have become accustomed to high-quality social, cultural, and recreational services. Continuing to provide these services in a manner that better achieves our Vision will enhance the livability and appeal of our community.

Fiscal Impact.

Fiscal impact includes income from Exposition License totaling \$247, a Catering Permit of \$20 and a special event application fee of \$27. A total income of \$294 is expected from this event.

Staff Impact.

Staff impact includes:

- processing catering permits and exposition permits (approximately 30 minutes),
- securing town equipment from Public Works (approximately 30 minutes),
- departmental review of application (approximately 3 hours of total staff time),
- pre-event meetings with the applicant (approximately 4 hours of total staff time),
- preparation of staff report (approximately 1 hour),
- follow-up actions (approximately 1 hour and 30 minutes).

In total approximately 10.5 hours of staff time split between town, county and joint departments.

Conditions and Restrictions.

Should Council wish to approve this application, staff recommends that approval be subject to the following conditions and restrictions:

1. The event will be subject to the review of the Teton County Health Department.
2. The event shall abide by any state or local health order in place.
3. The event shall abide by the Town of Jackson Special Event Policy with COVID-19 Considerations.
4. The applicant shall clean up immediately after the event and shall be responsible for the removal of recycled material generated by the event or any overflow trash. Should the trash cans overflow the applicant shall provide additional trash cans for all future markets.
5. The applicant is expected to monitor the noise levels of the event to ensure that it is conducted in a manner that reduces the likelihood that it will disturb the residents of the surrounding area or neighborhood. In the event that complaints from residents are received, the person to whom this permit is issued shall be responsible for taking reasonable steps to see that the noise is abated in a timely manner.
6. Insurance: An insurance certificate that names the "Town of Jackson as an additional insured including its Officers, Officials, Employees, and Volunteers" and states that coverage is primary and non-contributory is required at least ten days prior to the event. Insurance limits must be at least \$1,000,000/occurrence and \$1,000,000 aggregate. The additional insured language on the certificate may not include any limitations or exclusions. Insurance certificates are subject to the review and approval of the Town Attorney.
7. A sales tax permit must be obtained from the Wyoming Department of Revenue. A vendor list with tax ID numbers must be submitted to both the Wyoming Department of Revenue and the Town of Jackson at

least two weeks prior to the event to obtain a sales tax permit. Please contact the Wyoming Department of Revenue at (307) 734-9354 with any questions.

8. No exhibits, tables, chairs, or other equipment shall be placed on walkways along South Cache Avenue that will obstruct pedestrian traffic.
9. Any power cords that cross walkways or turf where event goers walk shall be taped or covered and secured as to avoid a tripping hazard.
10. An adequate number of designated handicapped parking spaces shall be established in the vicinity of the event.
11. The applicant shall be responsible for the closure of Cache Street, the parking spaces and for the production, posting, and removal of no parking signage and handicapped parking signage.
12. The applicant shall arrange the use of any town equipment including barricades and traffic cones with the Public Works Department. This may include an equipment deposit for use.
13. No trees or other forestry may be moved, modified, damaged or destroyed to set up booths, tents, or exhibits. No ropes, exhibits, signs, banners or booths may be secured to any live forestry.
14. The applicant shall obtain the necessary food service permits from Teton County Environmental Health.
15. The applicant shall take all measures necessary to comply with applicable alcohol dispensing laws and regulations, including the prevention of sales to and consumption by minors and the prohibition of consumption off the authorized premises. An ID bracelet system or stamp system shall be utilized and all ID's checked.
16. The applicant will post *no alcohol consumption beyond this point* signs at either end of the event boundary.
17. Vendors may not sell more than 16 oz. in the mugs, regardless of mug size.
18. The applicant may sell mugs for alcoholic beverages that are approved by the Police Department.
19. The applicant shall apply and pay for all licenses and/or permits prior to each market.
20. Any tents larger than 400 square feet will require approval through the Fire Department. A Temporary Tent Permit Form will need to be completed and approved prior to the start of the event. This Temporary Tent Permit can be found on the Jackson Hole Fire / EMS website.
21. Tents must meet the flame propagation performance criteria of NFPA 701 (IFC 3104.2).
22. Tents, canopies or membrane structures shall not be located within 20 feet of lot lines, buildings, other tents, canopies or membrane structures, parked vehicles or internal combustion engines (IFC 3103.8.2)
23. Combustible materials shall not be located within any tent, canopy or membrane structure in use for public assembly (IFC 3104.5).
24. Smoking shall not be permitted in tents, canopies or membrane structures. Approved "No Smoking" signs shall be conspicuously posted (IFC 3104.6).
25. All open flame devices are strictly prohibited within tents unless approved by the fire code official (IFC 3104.7)
26. Portable 2A:10B-C fire extinguishers shall be provided, one minimum, for tents requiring permits with a 75 foot travel distance (IFC 3104.12).
27. Any cooking performed within tents shall require advance approval by the Fire Department (IFC 3104.15.3 – 3104.15.7).
28. Generators and other internal combustion power sources shall be separated from tents, canopies or membrane structures by a minimum of 20 feet and shall be isolated from contact with the public by fencing, enclosure or other approved means (IFC 3104.19).
29. All electrical/temporary power shall be in accordance with the 2011 National Electric Code and subject to inspection from this Department (IFC 605.9).

30. Public Safety Plan: Where the fire code official determines that an indoor or outdoor gathering of persons has an adverse impact on public safety through diminished access to buildings, structures, fire hydrants and fire apparatus access roads or where such gatherings adversely affect public safety services of any kind, the fire code official shall have the authority to order the development of, or prescribe a plan for, the provision of an approved level of public safety (IFC403.2).
31. Review and follow all of the guidelines listed on the Jackson Hole Fire/EMS website regarding Special Event Rules, based on the 2012 International Fire Code. These rules can be obtained from the Town of Jackson website.
32. The Fire Department recommends that Cache Street maintain a clear and unobstructed width of 20 feet to allow for emergency vehicle traffic along ALL areas of open and closed streets (IFC 503.2.1).

Attachments or Links.

Description and Purpose of Event

Event Site Map

Special Event application

Sample Notice to Neighbors

Recycling and Waste Plan

Town of Jackson Special Event Policy with COVID-19 Considerations

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

I move to approve the special event application made by the Center for the Arts for the Center for the Arts Annual Benefit event subject to the conditions and restrictions listed in the staff report.

Barricades: 

Tents: 

Stage and
generators: 

Closure: 



Special Event Application

Submit Completed Document To:

Town Hall
Town of Jackson - Special Events
150 East Pearl Street
P.O. Box 1687
Jackson, Wyoming 83001



**A completed application
must be submitted at least
21 days prior to your event.**

cpelletier@townofjackson.com
(307) 733-3932 ext. 1112 (phone)
(307) 739-0919 (fax)

Non-Profit Fee: \$25
For-Profit Fee: \$150

APPLICANT INFORMATION

Name of Event: Center for the Arts Annual Benefit

Name of Organization: Center for the Arts

Type of Organization: ☒ Non-Profit ☐ Public Agency ☐ For-Profit Business

Mailing Address: PO Box 860

City: Jackson State: WY Zip Code: 83001

Name of Person Completing Application: Willi Brooks

Email Address: willi@jhcenterforthearts.org

Work Phone: (307)-734-8956 Cell Phone: (307)-690-3997

EVENT INFORMATION

Type of Event: ☐ Run / Walk ☒ Concert ☐ Filming ☐ Assembly
☐ Parade ☐ Festival ☐ Biking ☐ Education
☐ Other: Concert Fundraiser

Description & Purpose of Event *(Attach additional sheets if necessary):* See attached

Location of Event: The Center, Center Park and Cache St. Alternative Location: The Center, Center Park

Date(s) of Event: August 6, 2021 Event Operating Hours: 6pm-10pm

Event Set Up Begins Date: August 6, 2021 Time: 12:00 am

Event Clean Up Ends Date: August 6th 2021 Time: 11:59 pm

Special Event Application

EVENT INFORMATION (Continued)

Estimated Event Attendance (Spectators and Participants) Per Day: 500-800 Total Event: 500-800

Special Considerations (check all that apply):

- | | | |
|---|---|--|
| ☒ Alcoholic Beverages | ☐ Cooking/Grilling | ☐ Electricity Requested |
| ☒ Food Sales | ☐ Merchandise Sales | ☐ Recurring Event |
| ☒ Ticketed Admission | ☒ Sound Amplification | ☐ Pets or Animals |
| ☒ Tents | ☒ Street Closure | ☒ Sidewalk Closure |
| ☐ Overnight Parking | ☐ Overnight RV Camping | ☐ Use of Town Square |

Event Co-Sponsor (s): _____

All for-profit organizations must submit a letter of event sponsorship from a non-profit organization if sales are requested on public property.

Will you be charging admission or a fee for your event? ☒ Yes ☐ No

Alternative Contact Information During the Event (someone besides applicant who will be on site and available for Town personnel or Police to contact during the event):

Name: Marty Camino Cell Phone: (307)-433-4431

EVENT SITE PLAN

On a separate sheet of paper, provide a Site Plan sketch of the event. Include maps or a diagram of the entire event including the names of streets or areas that are part of the venue and the surrounding area. The plan should include the following (if applicable):

- | | |
|---|---|
| ☐ Tents (X) | ☐ Food Vendors (FV) |
| ☐ Beverage Vendors (BV) | ☐ Alcohol Vendors (A) |
| ☐ Portable Toilets (T) | ☐ Hand Washing Sink (HWS) |
| ☐ Stages or Amplified Sound (SO) | ☐ Bleachers (BL) |
| ☐ Garbage Receptacles (G) | ☐ Recycling Receptacles (RR) |
| ☐ Retail Merchants (RM) | ☐ Security (P) |
| ☐ Fire Lane (FL) | ☐ Fire Extinguishers (EX) |
| ☐ First Aid / EMS (FA) | ☐ Barricades (B) |
| ☐ Electricity / Generator (EL) | ☐ Trailers, Vehicles, Storage (TR) |

Fire hydrants or sidewalk curb breaks that are used for ADA accessibility may not be blocked at any time.

Special Event Application

STREET / SIDEWALK / PUBLIC PARKING LOT - CLOSURE REQUESTS

Will the event close any street, sidewalk, alley or public parking lot? ☒ Yes ☐ No

Area of Closure Request _____ Date(s) 8/6/2021 Start Time 12:00 am End Time 11:59 pm

Cache Street, beginning south of Simpson Ave running to Kelly St, ending before

Kelly as to not obstruct flow of traffic on Kelly. This closure will block the

intersection of Hansen and Cache as well as the 1 alley way between Simpson and

Hansen St.

The applicant will be responsible for production, posting and removal of "No Parking" and "Handicap Parking" signs along Town streets where public parking spaces exist within the event site. If the event involves a closure this will be need to be coordinated with the Jackson Police Department at least 2 weeks prior to the requested closure date. Jackson Police Department: (307) 733-1430. All parking signs, road signs, cones and barricades must be taken down immediately following the event's ending time.

Will the event restrict / close access to any public parking spaces? ☒ Yes ☐ No

If "Yes", how many parking spaces will be unavailable due to the event: 20 parking spaces

Will the event closure requests impact any START Bus routes? TBD ☐ Yes ☐ No

If "Yes", which routes will be impacted? Has START Bus been contacted about this impact? Will Most likely impact
Some bus routes will be affected, summer routes not yet available. summer routes.

Route Description: _____ START Bus contacted? ☐ Yes ☐ No

RESIDENT AND/OR BUSINESS NOTIFICATION

Events that require road closures, parking space closures, or sidewalk closures or may cause disruption for the Town of Jackson residents, businesses, churches, etc. may be required to mail or hand deliver notification to the affected parties within a two block radius at least one week prior to the event's Town Council consideration meeting. Notices must reflect the date(s), day(s), time(s) and location(s) of the event, types of activities taking place at the event, the event coordinator's contact information and the date and time of the Town Council meeting.

Have you provided a sample of the notice and a proposed list of recipients? ☒ Yes ☐ No

Special Event Application

TOWN EQUIPMENT REQUESTS

Indicate the type and the quantity of items that you are requesting: CFA has the following resources and will be responsible for the road closure.

_____ Large Street Barricades

_____ "Road Closed" Street Signs

_____ Small Sidewalk Barricades

_____ "Local Traffic Only" Street Signs

_____ 28 Inch Street Cones

_____ "Detour" Street Signs

_____ Candlestick Cones

_____ 32-Gallon Recycling Bins

☼ The equipment above can be arranged through the Public Works Department (307) 733-3079. A \$500 deposit will be required at the time of pick-up for equipment. The applicant is responsible for arranging the pick up of equipment from the Public Works Department as well as returning equipment immediately following the event. The Town of Jackson will only deliver equipment to parades and Town sponsored events.

☼ The Town of Jackson has a very limited number of recycling bins that can be utilized as part of your event's recycle plan. The applicant will be responsible for emptying the recycle containers and cleaning the bins before they are returned to the Public Works Department.

☼ If you are uncertain of the exact number of equipment needed please feel free to contact either the special event coordinator or the Public Works Department for additional information.

☼ Additional equipment such as bleachers, electrical spiderboxes, etc., can be requested through the Parks and Recreation Department (307) 732-5753.

TOWN SERVICES REQUESTS

Indicate the Town services that you are requesting. *Please note: you will need to coordinate services with individual departments and a fee may be associated with your request.*

POLICE DEPARTMENT

(307) 733-1430

☐ Event Security

☐ Mounted Horse Patrol

☐ Traffic Control

☐ Race Lead Vehicle

☐ Parade Lead Vehicle

☐ General Presence

☐ Towing / Ticketing

☐ Assistance with
Parking Closures

☐ Assistance with
Street Closures

Please describe in detail your request: Private Security, however a requested JHPD drive by every hour would be greatly appreciated.

The Chief of Police determines if police services will be needed at the special event for public safety concerns. The Chief of Police will also determine the number of police officers to staff the event. Fees may be associated with the need for additional police services at the event.

Special Event Application

TOWN SERVICES REQUESTS (Continued)

PUBLIC WORKS DEPARTMENT (307) 733-3079

☐ Street Sweeping

☐ Snow Removal

☐ Street Marking

Please describe in detail your request

PARKS AND RECREATION DEPARTMENT (307) 732-5753

☐ Irrigation Locates - Any event placing stakes in turf must obtain irrigation locates.

☐ Electricity Access

☐ Turf / Tree Care - Any additional mowing, raking, trimming or spraying needs.

☐ Additional Public Restroom Cleaning

Please describe in detail your request: _____

**Please note: if you are requesting the use of a public park or public ball field you must confirm and reserve your space through the Parks and Recreation Department. The only exception is George Washington Memorial Park (Town Square), which does not require a reservation form.*

Is the requested event site a public park or ball field? ☐ Yes ☐ No

If "Yes", has the site been reserved with Parks and Recreation? ☐ Yes ☐ No

FIRE / EMS DEPARTMENT (307) 733-4732

☐ Foot Patrol

☐ Ambulance

☐ Fire Engine

☐ Rescue Truck

☐ Bicycle Patrol

☐ Event Site Inspection

Please describe in detail your request: _____

Special Event Application

TOWN SERVICES REQUESTS (Continued)

START BUS

(307) 732-8651

☐ Event Specific Shuttle(s)

Please describe in detail your request: n/a

VOICE / MUSIC AMPLIFICATION REQUESTS

Will your event have any amplified sound? ☒ Yes ☐ No

If "Yes", please indicate times: Start Time: 3:00 pm Finish Time: 10:00 pm

Will your event feature any musical entertainment? ☒ Yes ☐ No

If "Yes", please attach the schedule of any music or entertainment proposed to occur during event.

SIGN or BANNER REQUESTS

Are you requesting to hang signs or banners? ☐ Yes ☒ No

If "Yes", have you completed a sign permit application? ☐ Yes ☐ No

A Sign Permit Application will need to be submitted along with this application if signs are requested. This permit can be accessed on the Town of Jackson website or through the Planning Department.

Stage banners will be in place, otherwise signage will be on Center property.

INSURANCE REQUIREMENTS

An insurance certificate is required prior to the start of your event. This certificate must name the "Town of Jackson as an additional insured including its Officers, Officials, Employees, and Volunteers" and must also state that coverage is primary and non-contributory is required for every event. Insurance limits must be at least \$1,000,000/occurrence and \$1,000,000 aggregate. **The additional insured language on the certificate may not include any limitations or exclusions.** Insurance certificates are subject to the review and approval of the Town Attorney. Please be sure to include alcohol liability if there will be alcohol at the event. You must supply insurance before your event.

A certificate of insurance is attached: ☒ Yes ☐ No

Special Event Application

PORTABLE RESTROOMS AND SINKS

The Town of Jackson requires the applicant to provide additional chemical toilets or portable toilets for all events with an anticipated peak time attendance exceeding 75 people.

You are required to provide portable restroom facilities at your event unless you can substantiate the sufficient availability of both ADA accessible and non-accessible facilities in the immediate area of the event site which will be available to the public during your event. The Town of Jackson may determine the total number of required restroom facilities required on a case-by-case basis based on the presence of food and drink at the event and the maximum number of attendees at your event during peak time. The Town of Jackson may determine that you need to coordinate with Parks and Recreation for additional public restroom cleanings if you intend on using a public restroom as part of your restroom facility plan.

Do you plan to provide portable restroom facilities? ☒ Yes ☐ No

If "Yes", please indicate the total number of portable toilets and number of ADA accessible toilets.

Total Number of Portable Toilets: _____ Number of ADA Accessible Portable Toilets: _____

If "No", please explain: The current plan of action is to have patrons use Center bathrooms. This is being communicated to all patrons ahead of the event. Supplemental bathrooms will be added if requested by the town.

Portable restrooms may not be located within 50 feet of any food vendor.

Restroom Company: _____

Restroom Drop off / Pick Up Date for Drop Off: _____ Time for Drop Off: _____

Date for Pick Up: _____ Time for Pick Up: _____

ALCOHOL

Will there be alcoholic beverages at the event? ☒ Yes ☐ No

Will you be offering any alcoholic beverages besides beer? ☒ Yes ☐ No

If "Yes", what will be offered in addition to beer? Wine and champagne

If you are planning on serving alcoholic beverages at your event, then either a completed Malt Beverage Permit (beer only) or Catering Permit (beer, wine and/or spirits) must be submitted. You can access these applications on the Town of Jackson website.

Special Event Application

VENDORS / MERCHANTS / SALES

Will anything be sold at your event?

☒ Yes

☐ No

If you are planning on selling items at your event then you will need to complete either an Exposition Business License (for 2 or more vendors) or a Transient Merchant License (for 1 vendor). A complete list of vendors, including a vendor tax ID, must be submitted to the Town of Jackson and to the State of Wyoming's Department of Revenue prior to the event. Both the Exposition License and the Transient Merchant License are on the Town of Jackson's website.

Please describe any sales activity at your event:

Will any food or beverages be sold at your event?

☒ Yes

☐ No

If "Yes", you will need to contact the Teton County's Department of Environmental Health prior to the event (307) 732-8490.

TRASH REMOVAL PLAN

All events are required to have a plan for the collection removal of trash during and after the event. The trash receptacles located in the Town parks, parking lots, ball fields, sidewalks and public restrooms should not be included in the waste removal plan. ***For assistance with formulating a Trash Removal Plan please contact Integrated Solid Waste and Recycling at (307) 732-5771.***

Will you be using a waste company for your waste removal plan?

☐ Yes

☐ No

If "Yes", which company will you be using? Please see attached plan.

How many trash receptacles will be supplied for your event? There will be at least 8 trash and 8 recycling stations.
Each will have trash, plastic and aluminum receptacles.

When will the trash receptacles be delivered?

When will the trash receptacles be picked up and removed from site?

Describe your plan for the collection and removal of trash during your special event:

Applicants are responsible for cleaning and restoring the site immediately following the event. Please pick up all trash associated with your event including, but not limited to paper, bottles, cans, signs, course markings, etc. The cost of any employee overtime incurred because of an applicant's failure to clean / restore the site following the event will be borne by the applicant and will be considered in future application requests. If you believe that no litter will be generated during your event please state this in your plan.

Special Event Application

SUSTAINABLE EVENT PLANNING

The Town of Jackson encourages all special events to strive to be sustainable in our community and for our environment. We have partnered with the **Teton County Integrated Solid Waste and Recycling (ISWR)** to offer opportunities to help your special event to be as "green" as possible. Opportunities available:

- ☐ Rental / Use of Recycling Bins for Special Events The Center has all the bins that will be in use.
- ☒ Use of JH20 Water Bottle Refilling Station for Special Events
- ☐ Consultation on Conducting Green Special Events

Please contact the Waste Diversion and Outreach Coordinator at ISWR at 307-732-5771.

RECYCLING PLAN

All events are required to have a plan for the collection and removal of recyclable materials during and after the event. The recycling receptacles located in the Town parks, parking lots, ball fields, sidewalks and public restrooms should not be included in the recycling collection and removal plan. ***For assistance with formulating a Recycling Plan please contact Teton County Integrated Solid Waste and Recycling (ISWR) at (307) 732-5771.***

Will you be using a company for your recycling plan? ☐ Yes ☒ No

If "Yes" which company will you be using? See attached plan.

How many recycling receptacles will they (or you) supply for your event? At least 8 stations.

When will these recycling receptacles be delivered? Receptacles will be in place the morning of Aug 6th.

When will recycling receptacles be picked up and removed from site? The night of Aug 6th.

Describe your plan for collection and removal of recyclable materials during your special event:
Please see attached plan.

Applicants are responsible for cleaning and restoring the site immediately following the event. If you believe that no recyclable materials will be generated during your event please state this in your plan. For a list of recyclables and how they need to be sorted, or for information about where the recycling bins are located call ISWR (307) 732-5771.

Special Event Application

SIGNIFICANT EVENT CHANGES

Has this event been approved in the Town of Jackson in previous years?

☐ Yes

☒ No

If "YES" please indicate any significant changes to the event request since its last approval:

STANDARD CONDITIONS OF APPROVAL

Please review the following standard list of conditions and restricts for events. Initial the bottom of each page indicating that you have read, understand and agree to these conditions and restrictions.

GENERAL

The event shall be conducted in a timely, safe and professional manner.

All town ordinances, including, but not limited to noise, possession and use of weapons, open fires and animals (including the prohibition of dogs in any town park) shall apply to all events except where specifically granted relief by the Town Council.

The applicant shall advise and instruct all participants, volunteers, vendors, merchants and spectators on event conditions, restrictions, prohibitions and responsibilities as indicated by the Town Council in the staff report.

Initials: _____

Special Event Application

STANDARD CONDITIONS FOR ALL EVENTS (continued)

TRASH / CLEAN UP

The applicant shall clean up immediately following each event and shall be responsible for the collection and removal of all refuse generated by the event.

If trash will be generated from the event, then the applicant must supply extra trash and containers and dispose of all trash generated by the event. Trash containers shall not be permitted to overflow.

If recyclable materials are generated from the event, then the applicant is required to provide recycling containers and provide for the removal of all recycled material. Recycling containers shall not be permitted to overflow.

STREETS

Fire department access roads shall have and maintain a clear and unobstructed width of 20 feet and unobstructed vertical clearance of not less than 13 feet 6 inches to allow for emergency vehicle traffic along ALL areas of open and closed streets (IFC 503.2.1). Booths and tents may be erected on either side of street, however, a 20 foot straight path must be provided.

SIDEWALKS

The applicant shall not block walkways or otherwise obstruct pedestrian traffic.

All walkways, boardwalks, entrances and ADA ramps must be kept open and unobstructed at all times

All power and sound cords that cross walkways shall be taped and secured to avoid a tripping hazard.

POWER / ELECTRICAL

Electrical power is available from Town Square. The applicant shall coordinate all power needs with the Parks & Recreation Department's Park Manager (307-733-5057) at least three (3) business days prior to the event.

All power and sound cords that cross walkways shall be taped and secured to avoid a tripping hazard.

All electrical/temporary power shall be in accordance with the 2011 National Electric Code and subject to inspection from this Department (IFC 605.9).

ADDITIONAL PERMIT & LICENSE FEES

The applicant shall apply and pay for all licenses and/or permits prior to the events.

Initials: _____

Special Event Application

STANDARD CONDITIONS FOR ALL EVENTS (continued)

TOWN EQUIPMENT

The use of the Parks & Recreation Department bleachers shall be coordinated through that department (307) 732-5753.

Barricade, road sign, cone and recycle bin use shall be coordinated through the Public Works Department. The applicants shall be responsible for pick up, setup, placement and disassembly and return. All equipment use require a \$500 damage deposit that must be submitted at the time of pick up at the Public Works Department to protect against any loss or damage.

All barricades, cones, bins and road signs must be removed immediately following the event. These items must be returned the same location as they were picked up.

PORTABLE RESTROOMS

If applicable, the applicant shall provide an adequate number of port-a-potties at the event site and shall arrange for their removal immediately at the conclusion of the event.

The applicant shall ensure all port-a-potties are placed on paved areas.

INSURANCE

The applicant and all participating organizations are required to maintain liability insurance in the amount of \$1,000,000.00. Prior to the event, each organization shall provide a certificate of insurance naming the Town of Jackson as an additional insured including its Officers, Officials, Employees, and Volunteers and must also state that coverage is primary and non-contributory. The Town Attorney shall approve all certificates of insurance.

FOOD / VENDING

The applicant shall obtain the necessary food service permits from Teton County Environmental Health.

The applicant shall provide additional trash receptacles in the food service areas.

Per Section 5.20 of the Municipal Code: The applicant shall be responsible for ensuring that all sales tax receipts are remitted to the Wyoming Department of Revenue and in no event later than the thirtieth day of the month following the exposition [and] acquire and keep on file names, addresses and phone numbers of all participants.

In addition to providing a list of all participating vendors, artists, and merchants, along with their social security numbers and addresses, to the Wyoming Department of Revenue, pursuant to Jackson Municipal Code Section 5.20.020 A.1.b., the applicant shall also provide that same list to the Town of Jackson Finance Department.

Vendors shall not dump hot water or other liquids on the turf.

Initials: _____

Special Event Application

STANDARD CONDITIONS FOR ALL EVENTS (continued)

ALCOHOL

The applicant shall take all measures necessary to comply with applicable alcohol dispensing laws and regulations, including the prevention of sales to and consumption by minors and the prohibition of consumption off the authorized premises. All ID's must be checked and ID bracelet system may be required.

Only 16oz or small plastic cups are used for beer and alcohol sales.

No alcohol shall be served in bottles or glass containers.

The applicant shall be responsible to be alert to and report any instances of underage drinking to the Jackson Police Department.

It is recommended that servers be TIPS trained prior to serving alcohol. No "over serving" shall be allowed to occur or serving to obviously intoxicated persons.

Participants shall not be permitted to leave the event with open containers.

No more than two beers shall be sold to any person at any one time.

TOWN PARKS

The applicant shall coordinate the use of any public park (including the Town Square), including reservations, paperwork and applicable fees, with the Parks and Recreation Department.

The applicant shall coordinate park reservation and the payment of Parks & Recreation fees at least 30 days prior to the event.

The applicant is required to provide turf protection in front of and behind any table or other exhibit where crowds will stand. The applicant shall abide by all Parks & Recreation Department recommendations with regards to turf protection.

Vehicles are prohibited on all turf areas of any park or anywhere within the Town Square.

No trees or other forestry may be moved, modified, damaged or destroyed to set up booths, tents, or exhibits. No ropes, exhibits, signs, banners or booths may be secured to any live forestry.

Use of Town Square shall be subject to the submission to and approval of staff of a detailed site plan, indicating set-up, safety procedures and turf protection, and the imposition of such other conditions or restrictions deemed necessary.

Irrigation locates are required if stakes are placed in the ground. Applicant may forfeit damage deposit if an irrigation locate is not conducted and irrigation equipment is damaged.

Per Municipal Code, dogs are not allowed in Town Parks.

Initials: _____

Special Event Application

STANDARD CONDITIONS FOR ALL EVENTS (continued)

TENTS

Irrigation locates are required before any tents may be erected or stakes or any other items are placed in any public park, including the Town Square. The applicant shall coordinate all water locates with the Parks & Recreation Department's Park Manager (307-732-5793) at least three (3) business days prior to the event.

All tents having an area in excess of 200 square feet shall require advance permitting through the Fire Department unless open on all sides (IFC 105.6.43).

Tents which can hold over 50 or more occupants must provide the Fire Department with a detailed site and floor plan detailing means of egress, seating capacity, location and type of heating and electrical equipment (IFC 3103.6).

Tents, canopies or membrane structures shall not be located within 20 feet of lot lines, buildings, other tents, canopies or membrane structures, parked vehicles or internal combustion engines (IFC 3103.8.2).

Tents must meet the flame propagation performance criteria of NFPA 701 (IFC 3104.2).

Combustible materials shall not be located within any tent, canopy or membrane structure in use for public assembly (IFC 3104.5).

Smoking shall not be permitted in tents, canopies or membrane structures. Approved "No Smoking" signs shall be conspicuously posted (IFC 3104.6).

All open flame devices are strictly prohibited within tents unless approved by the fire code official (IFC 3104.7).

Portable 2A:10B-C fire extinguishers shall be provided, one minimum, for tents requiring permits with a 75 foot travel distance (IFC 3104.12).

Any cooking performed within tents shall require advance approval by the Fire Department (IFC 3104.15.3 – 3104.15.7).

Generators and other internal combustion power sources shall be separated from tents, canopies or membrane structures by a minimum of 20 feet and shall be isolated from contact with the public by fencing, enclosure or other approved means (IFC 3104.19).

FAIR GROUNDS / RODEO GROUNDS

All use of the Rodeo Grounds shall be coordinated through and subject to the approval of the Fair Manager under the authority of the Parks and Recreation Department.

Anyone camping at the Rodeo Grounds shall indicate that they are affiliated with the group by placing a card in the windshield of their vehicle. Campers are reminded that fires are not permitted.

Initials: _____

Special Event Application

STANDARD CONDITIONS FOR ALL EVENTS (continued)

ROAD CLOSURES / PUBLIC PARKING CLOSURES

The applicant shall notify all business, residences, churches, etc. affected by the street closures and public parking closures prior to the public hearing.

The applicant shall notify, in advance, all business, residences, churches, etc. affected by the street closures and public parking closures and shall provide advance community radio and/or newspaper announcements regarding the event and the closures.

The applicant shall coordinate all road closures with the Police Department and shall provide an adequate number of volunteers to assist with traffic control and barricade setup/removal during each event.

The applicant shall coordinate all road closures with START, Fire/EMS, Public Works and the Police Department. Volunteer placement and assignments shall be reviewed and approved in advance with the Police Department.

The applicant shall be responsible for producing, posting and removing the temporary No Parking signs. No Parking signs must be posted two days prior to the parking closures. The applicant should meet with the Police Department two weeks prior to the event to discuss the procurement, posting and removal of the signs.

Emergency vehicle access lanes shall be maintained during the event.

FIREWORKS

All fireworks displays must be approved by the Fire Chief prior to the event.

The Fire Department will monitor the firing area potential for wildfire. The Department will make recommendations directly to the applicant for mitigation and will give final approval the day of the event.

The application shall be subject to the review and approval of the Fire Department and any additional conditions or restrictions placed by such Department.

Please note, that the conditions and restrictions listed above are standard for special events held in Town, additional conditions or restrictions may be required by the Town Council and/or staff upon further review of the application.

I have read and understand the standard conditions for events. I have answered all of the questions in this application truthfully and to the best of my knowledge.

APPLICANT: _____
Signature

APPLICANT: _____
Printed Name

DATE: _____

TITLE: _____

Description & Purpose of Event

Center Benefit

The Center Benefit is Center for the Arts' only fundraising event of the year. Donations to this event represent over 25% of The Center's annual fundraising revenue, ensuring The Center remains viable and can deliver on its mission to connect our creative community by providing a dedicated campus, supporting excellent programming, and nurturing a collaborative spirit. Funds raised from The Center Benefit directly support the 21 nonprofit organizations in our community who call The Center their home.

Historically this annual event has been held in the Center Theater. In 2021, in response to COVID-19, we will be hosting this event outside in The Center Park. We are able to host this event within our own grounds without a special events permit in accordance with our ground lease and Jackson Municipal code § 12.28.040.D. However, the approval of this permit, including the closure of a section of Cache Street, would allow for greater distancing for our patrons and create a safer experience all around. Current plans for The Center Benefit include a capacity limit of 500 patrons, which is allowable even if our community goes back to the moderate risk level (orange) in August. If local health metrics continue to improve, we will consider increasing capacity while continuing to adhere to all safety and health guidelines. Conversely, if our community goes into the high or critical risk level (red or purple) by the time of the event, we will cancel the event altogether in consideration of the health and wellbeing of our community.

Our site plans include putting a stage van on Cache Street at the junction with Hansen Avenue, facing west toward the Center Park. Patrons can then congregate throughout the grassy area of the lawn. We are considering a pod seating system and will have ample signage throughout the event site to ensure distancing guidelines and other health measures are adhered to. Patrons will enter the site through three gates: one on Cache Street just south of Simpson Avenue, one on Cache Street at the alley between Hansen Avenue and Kelly Avenue, and one at the northwest corner of The Center Park near Glenwood Street. See the included site map for more information.

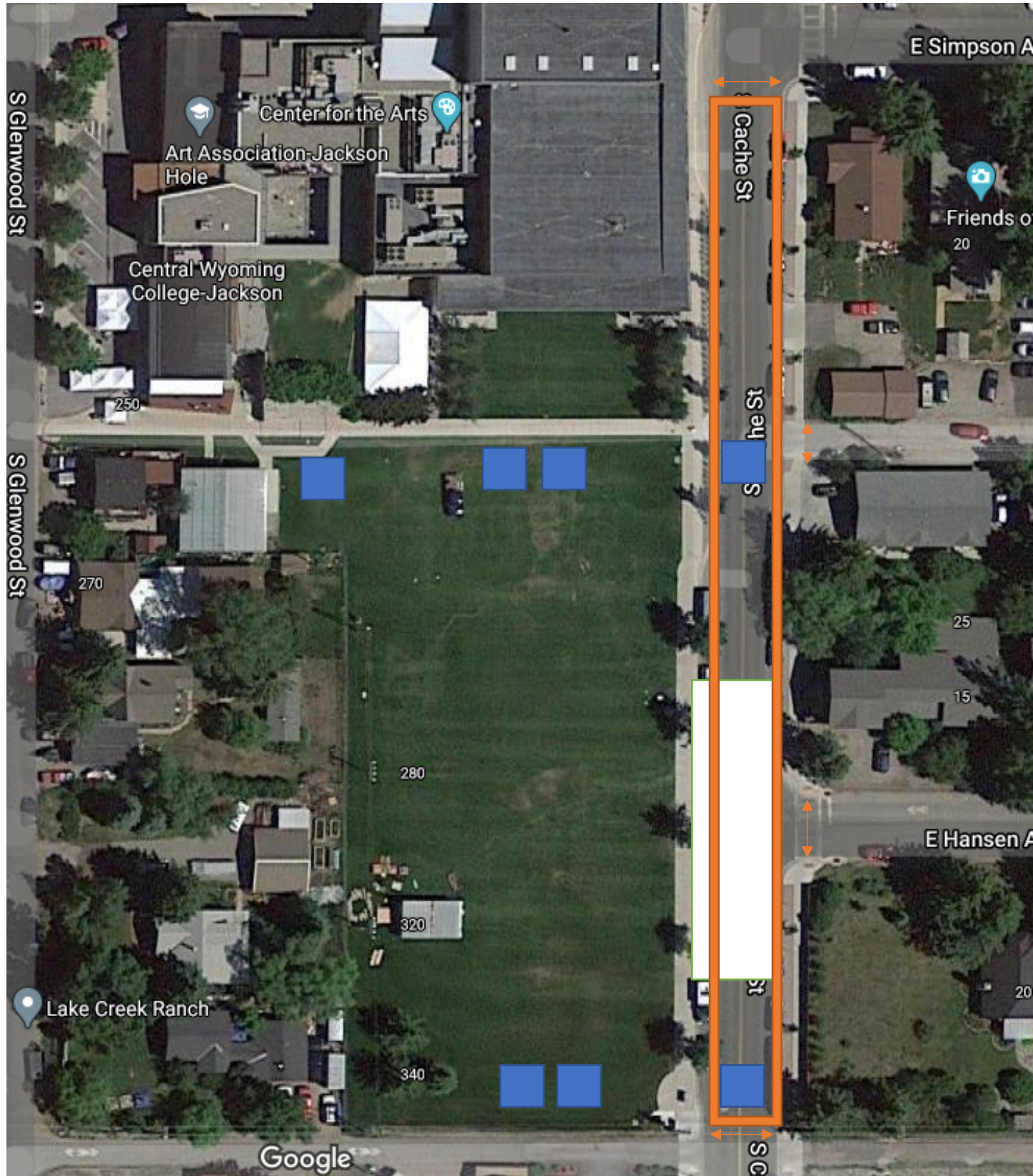
Gates will open at 6:00 pm and the concert begins at 7:00 pm. We are working with restaurant and catering sponsors to offer food and beverage services along Cache Street. The concert ends at 9:00 pm, and the public would be off site by 10:00 pm. Breakdown on Town property (Cache Street) will be completed by midnight.

Barricades: 

Tents: 

Stage and
generators: 

Closure: 



getheory Fitness

Center for the Arts



Central Wyoming
College-Jackson

S Glenwood St

E Simpson Ave

S Cache St



Friends o

XGP

AVG

EX

XP

GRR

B

GRR

GRR

GRR

GRR

SO B

EL

EX

PXGRR

XA

G,RR,EX

B



Lake Creek Ranch

Hansen Ave

S Cache St

Greetings,

On Friday, August 6th, 2021, Center for the Arts is holding our annual benefit concert. The Center Benefit is The Center's only fundraising event of the year. Due to the global pandemic and the need to exercise the utmost precaution, the event will be held outside in Center Park this year.

Current plans for The Center Benefit include a temporary closure of S. Cache Street on the day of the event, beginning just south of E. Simpson Avenue and ending at the alley south of E. Hansen Avenue. You are receiving this notice because you are located within a two-block radius of the event site and/or the proposed road closure.

Our site plans include placing a stage van with amplified sound on S. Cache Street at the junction with E. Hansen Avenue, facing west toward Center Park. Patrons will congregate throughout the grassy area of the park. We are considering a pod seating system and will have ample signage throughout the event site to ensure distancing guidelines and other health measures are followed. Patrons will enter the site through one of three gates: one entrance on S. Cache Street just south of E. Simpson Avenue; a second entrance on S. Cache Street at the alley between E. Hansen Avenue and E. Kelly Avenue; and a third entrance at the northwest corner of Center Park near S. Glenwood Street. [See the included site map for more information.](#)

The road closure will take place on the morning of Friday, August 6th, with event setup happening throughout the day. Gates will open to the public at 6:00 pm and the concert begins at 7:00 pm. We are working with restaurant and catering sponsors to offer food and beverage services along S. Cache Street. The concert will end at 9:00 pm, and the public will be off site by 10:00 pm. Breakdown on town property (S. Cache Street) will be completed, and the route will be reopened, by midnight.

On Monday, May 3, 2021, at 6:00 pm, Jackson Town Council will consider our special event application addressing this requested road closure. You are welcome to attend and ask questions or make public comment. Additionally, I invite you to contact me directly via the contact information provided below to discuss any questions or concerns you may have.

Warm regards,



Marty Camino

Executive Director
Center for the Arts
307-734-8956
marty@jhcenterforthearts.org

CENTER FOR THE ARTS

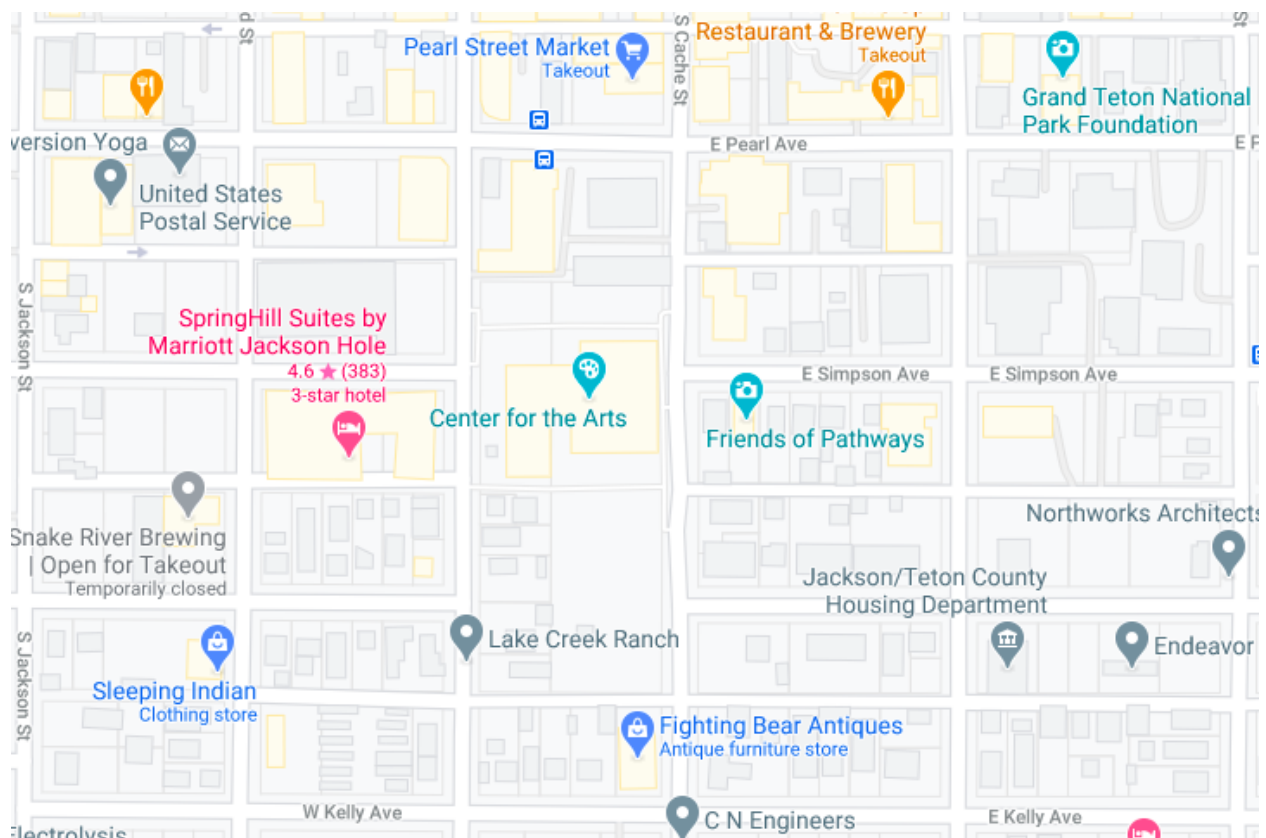


Box Office: 307.733.4900
E-mail: info@jhcenterforthearts.org
Web: jhcenterforthearts.org
Address: 265 S. Cache | P.O. Box 860
Jackson, WY 83001

The above notice will be distributed to all residences, businesses etc. within the confines of the map below.

This list includes but is not limited to:

Spring Hill Suites (business)
Pearl Street Market (business)
Audrey Hagen (resident)
Jim and Joy Bowls (resident)





COMMCEN-01

MPAPE

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

3/9/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Tegeler & Associates PO Box 4836 Jackson, WY 83001	CONTACT NAME: Mark Pape	
	PHONE (A/C, No, Ext): (307) 733-4735 FAX (A/C, No):	
	E-MAIL ADDRESS: mpape@tegelerinsurance.com	
	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A : Philadelphia Insurance Company	18058
INSURED Community Center for the Arts PO Box 860 Jackson, WY 83001	INSURER B : Cincinnati Insurance Company	10677
	INSURER C : BCS Insurance Company	
	INSURER D :	
	INSURER E :	
	INSURER F :	

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY	X		PHPK2245068	3/2/2021	3/2/2022	EACH OCCURRENCE \$ 1,000,000
	☐ CLAIMS-MADE ☒ OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000
	☒ Professional Liab						MED EXP (Any one person) \$ 5,000
	GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PRO-JECT ☐ LOC						PERSONAL & ADV INJURY \$ 1,000,000
	OTHER:						GENERAL AGGREGATE \$ 2,000,000
							PRODUCTS - COMP/OP AGG \$ 2,000,000
							Liquor Liab \$ 1,000,000
A	AUTOMOBILE LIABILITY			PHPK2245068	3/2/2021	3/2/2022	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
	☐ ANY AUTO OWNED AUTOS ONLY ☐ SCHEDULED AUTOS						BODILY INJURY (Per person) \$
	☒ HIRED AUTOS ONLY ☒ NON-OWNED AUTOS ONLY						BODILY INJURY (Per accident) \$
							PROPERTY DAMAGE (Per accident) \$
							\$
A	☒ UMBRELLA LIAB ☒ OCCUR	X		PHUB758740	3/2/2021	3/2/2022	EACH OCCURRENCE \$ 10,000,000
	☐ EXCESS LIAB ☐ CLAIMS-MADE						AGGREGATE \$ 10,000,000
	DED ☒ RETENTION \$ 10,000						\$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY			PHPK2245068	3/2/2021	3/2/2022	☐ PER STATUTE ☒ OTH-ER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) ☐ Y / N ☐ N / A						E.L. EACH ACCIDENT \$ 1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE \$ 1,000,000
							E.L. DISEASE - POLICY LIMIT \$ 1,000,000
B	Management Liab			EMN 0569501	3/2/2021	3/2/2022	Claims Made \$ 2,000,000
C	Cyber Liability			RPS-P-0905817M	3/2/2021	3/2/2022	Per Claim \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Certificate Holder is afforded Additional Insured GL: CG2026 0413

CERTIFICATE HOLDER

CANCELLATION

Town of Jackson PO Box 1687 Jackson, WY 83001	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE

Recycling and Waste Plan August 6th

The Center is proud to be a business leader with Teton County's Road to Zero Waste. We pride our events on reducing waste on the front end, and if waste can't be eliminated it is mostly recycled. Our event team is very familiar with executing events that involve multiple recycling and waste stations. The Center has all the necessary bins in house for the event. During The Center Benefit, these stations will be at every entrance/exit to the grounds (3). There will be an additional 5 stations placed around The Center park where patrons can dispose of waste and recyclables bringing the total station number to 8.

The stage, stage crew areas, back stage area, and catering areas will each have waste/recycling stations in them as well. These sites will have waste team leaders that will be tasked with cleaning as the evening progresses. All water bottles used by talent will either be reusable or recyclable, and will be cleaned up upon completion of the event.

Waste/ Recycling Stations will be removed upon completion of the evening from the grounds to avoid any waste/ domestic (dogs) or wild (ravens, etc.) animal encounters.

Upon conclusion of the evening, Center Volunteers and Center staff will run a sweep of the park, side walk and Cache street areas (entire site) of waste and trash. The Following morning upon sunrise (6:18 am) Center Staff will be on site to clean anything that was missed in the dark. This final step will ensure the entire event site is just as clean as it was before the event took place.

On the back end of the event, recyclables will be sorted in house and picked up by Jackson Curb Side Recycling, trash and other waste will be picked up by The Center's local provider.

Sample of Notice and Proposed Recipients

Greetings,

On August 6th 2021 we at The Center for the Arts are planning on holding our annual benefit. This is The Center's only fundraising event of the year. Due to the global pandemic the benefit looks a little different this year, we are looking at moving it outside.

Current plans for The Center Benefit include a capacity limit of 500 patrons, which is allowable even if our community goes back to the moderate risk level (orange) in August. If local health metrics continue to improve, we will consider increasing capacity while continuing to adhere to all safety and health guidelines. Conversely, if our community goes into the high or critical risk level (red or purple) by the time of the event, we will cancel the event altogether in consideration of the health and wellbeing of our community.

Our site plans include putting a stage van on Cache Street at the junction with Hansen Avenue, facing west toward the Center Park. Patrons can then congregate throughout the grassy area of the lawn. We are considering a pod seating system and will have ample signage throughout the event site to ensure distancing guidelines and other health measures are adhered to. Patrons will enter the site through three gates: one on Cache Street just south of Simpson Avenue, one on Cache Street at the alley between Hansen Avenue and Kelly Avenue, and one at the northwest corner of The Center Park near Glenwood Street. See the included site map for more information.

Gates will open at 6:00 pm and the concert begins at 7:00 pm. We are working with restaurant and catering sponsors to offer food and beverage services along Cache Street. The concert ends at 9:00 pm, and the public would be off site by 10:00 pm. Breakdown on Town property (Cache Street) will be completed by midnight.

If you have questions or concerns prior to the Town Council meeting for approval please reach out to Executive Marty Camino at (307)-734-8956. If you have questions post the Town Council approval meeting please feel free to contact Event Services Director Willi Brooks at (307)-733-4900 or (307)-690-3997.

The Date and time of the Town Council meeting that this Special Event Permit is up for review is MM/DD/YYYY.

All our best,

The Center for the Arts Staff

Recycling and Waste Plan August 6th

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Upon conclusion of the evening, Center Volunteers and Center staff will run a sweep of the park, side walk and Cache street areas (entire site) of waste and trash. The Following morning upon sunrise (6:18 am) Center Staff will be on site to clean anything that was missed in the dark. This final step will ensure the entire event site is just as clean as it was before the event took place.

On the back end of the event, recyclables will be sorted in house and picked up by Jackson Curb Side Recycling, trash and other waste will be picked up by The Center's local provider.

Town of Jackson
Special Event Policy with COVID-19 Considerations
Approved: February 23, 2021

This special event policy takes into consideration Teton County's 5 COVID-19 Risk Levels (Critical, High, Moderate, Low, and New Normal) as well as the Center for Disease Control's evaluation of group gatherings in four levels of risk (Lowest Risk, More Risk, Higher Risk, and Highest Risk). This policy does not apply to events exempt from Special Event permitting in accordance with Jackson Municipal Code § 12.28.040.D.

The Town of Jackson special event policy with COVID-19 consideration states the following:

1. Virtual and drive-by/drive-in events will be allowed to take place on Town property during **Purple (Critical)** Risk Level as determined by the Teton County Health Department. These event plans must undergo review by the Teton County Health Department.
2. Small-sized, virtual and drive-by/drive-in events will be allowed to operate on Town property during **Red (High)** Risk Level as determined by the Teton County Health Department. These event plans must undergo review by the Teton County Health Department.
3. Medium-sized, small-sized, virtual and drive-by/drive-in events will be allowed to operate on Town property during **Orange (Moderate)** Risk Level as determined by the Teton County Health Department. These event plans must undergo review by the Teton County Health Department.
4. Large-sized, medium-sized, small-sized, virtual and drive-by/drive-in events will be allowed to operate on Town property during **Yellow (Low)** Risk Level as determined by the Teton County Health Department. These event plans must undergo review by the Teton County Health Department.
5. Large-sized, medium-sized, small-sized, virtual and drive-by/drive-in events will be allowed to operate on Town property during **Green (New Normal)** Risk Level without Teton County Health Department review.
6. Definitions of event sizes and types:
 - a. Virtual, drive-by and drive-in events involve events held on-line and/or in a manner with little or no contact between people from different households. Lowest risk.
 - b. Small-sized events are gatherings of less than 100 people. More risk.
 - c. Medium-sized events are gatherings of 100 – 500. Higher risk.
 - d. Large-sized events are gatherings of more than 500 people where it is difficult for individuals to remain spaced at least 6 feet apart. Highest Risk.

	COVID RISK LEVEL				
	Green	Yellow	Orange	Red	Purple
Large-Sized Events Allowed (>500 people)	Yes	Yes	No	No	No
Medium- Sized Events Allowed (100 -500 people)	Yes	Yes	Yes	No	No
Small- Sized Events Allowed (<100 people)	Yes	Yes	Yes	Yes	No
Virtual And Drive-By/Drive-In Allowed	Yes	Yes	Yes	Yes	Yes
The policy does not apply to events exempt from Special Event permitting in accordance with Jackson Municipal Code § 12.28.040.D.					

STAFF REPORT



Meeting Date:	May 17, 2021	Meeting Title:	Council Regular Meeting
Submitting Department:	Planning Department	Presenter:	Paul Anthony
Agenda Item:	TEMPORARY SIGN PERMIT Annual Gem & Mineral Show	Public Comment:	Yes

Purpose & Policy Considerations.

To approve or deny a temporary sign not requiring a special event or exposition license under the Town's sign standards.

Requested Action.

The applicant has requested a temporary banner under Section 5.6.1.C.4.d of the LDRs to advertise the Annual Gem & Mineral Show presented by the American & Rocky Mountain Federations of Mineralogical Societies (sign dimensions and description attached – 8 ft X 10 ft) to be located at:

105 Buffalo Way, Albertsons during:
June 13, 2021 to June 20, 2021

Section 6.5.1.C.4 of the Town's Land Development Regulations allows Council to approve up to four (4) off-site banners. The event does not require any Town services; therefore, a special event license is not required. Staff recommends approval, as the Town has permitted such signs in the past, as long as all other regulations for signage are complied with.

Recommendation.

The Planning Director recommends approval based on finding that the request is consistent with the LDRs subject to the following conditions:

1. The use of the site shall be granted by the property owner.
2. The signs shall not be located on the sidewalks or in the public right of way.
3. The sign is approved for the following location:

105 Buffalo Way, Albertsons during:
June 13, 2021 to June 20, 2021

Background.

NA

Analysis.

NA

Alternatives (Optional).

NA

Comprehensive Plan & Priority Alignment.

Staff finds that the proposal is consistent with Comprehensive Plan.

Fiscal Impact.

None

Staff Impact.

Preparation of this report took approximately 2 hours of staff time to process.

Attachments or Links.

Applicant Submittal

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

I move to **approve** the temporary banner in conjunction with Annual Gem & Mineral Show subject to three (3) conditions of approval:

1. The use of site shall be granted by the property owner.
2. The sign shall not be located on the sidewalks or in the public right of way.
3. The sign is approved for the following location:

105 Buffalo Way, Albertsons during:

June 13, 2021 to June 20, 2021



TEMPORARY SIGN PERMIT APPLICATION

Planning & Building Department

150 East Pearl Ave. | ph: (307) 733-0440
P.O. Box 1687 | www.townofjackson.com
Jackson, WY 83001

First, go to www.townofjackson.com/245/Temporary-Sign-Permit for process and other necessary information.

EVENT NAME:

Event Name: Annual Gem & Mineral Show Physical Address of Event: 10937 Hwy 189, Big Piney, WY
Description of Event: Gem & Mineral show hosting the conventions of American & Rocky Mountain Federations of Mineralogical Societies
Grand Opening ☐ Yes ☒ No

EVENT SPONSOR/APPLICANT: Name:

Mailing Address: PO Box 1351 Big Piney, WY 83113 Phone: (307) 260-6443
E-mail: lgray@wyoming.com ZIP: 83113
Non-Profit: ☒ For Profit: ☐

TEMPORARY BANNER LOCATION: Consent from Property Owner Required

Business/Description: <u>Albertson's</u>	Business/Description: _____
Physical Address: <u>105 Buffalo Way, Jackson</u>	Physical Address: _____
Dates of Display: <u>June 13 - 20, 2021</u>	Dates of Display: _____
Consent from Owner Obtained? Yes ☒ No ☐	Consent from Owner Obtained? Yes ☐ No ☐
Business/Description: _____	Business/Description: _____
Physical Address: _____	Physical Address: _____
Dates of Display: _____	Dates of Display: _____
Consent from Owner Obtained? Yes ☐ No ☐	Consent from Owner Obtained? Yes ☐ No ☐

SUBMITTAL REQUIREMENTS. Have you attached the following? Please answer accordingly.

Yes ☒ No ☐ Illustration of each proposed sign that includes dimensions, colors, materials and type of sign.
Yes ☐ No ☒ Installation specifications, and any structural details or specifications required for freestanding signs.

Under penalty of perjury, I hereby certify that I have read this application and state that, to the best of my knowledge, all information submitted in this request is true and correct. I agree to comply with all county and state laws relating to the subject matter of this application, and hereby authorize representatives of the Town of Jackson to enter upon the above-mentioned property during normal business hours, after making a reasonable effort to contact the owner/applicant prior to entering.

Jim Gray
Signature of Authorized Event Applicant
Jim Gray
Applicant Name Printed

April 4, 2021
Date
President & Show Chairman
Title

10 foot



8 foot

Outdoor vinyl with grommets

Sublette County Rock Hounds, Jim & Leane Gray (307) 260-6443

STAFF REPORT



Meeting Date:	May 17, 2021	Meeting Title:	Regular (Consent)
Submitting Department:	Public Works	Presenter:	Johnny Ziem
Agenda Item:	Wyoming Water and Wastewater Mutual Aid and Assistance Agreement	Public Comment:	Yes

Purpose & Policy Considerations.

The purpose of this item is to request Council approval of the Wyoming Water and Wastewater Mutual Aid and Assistance Agreement. The following are potential policy impacts to consider:

1. By agreeing to the Wyoming Water and Wastewater Mutual Aid and Assistance Agreement, the Town agrees to evaluate any request for assistance, and possibility share resources, in case of an extreme natural disaster to other Wyoming municipalities.

Requested Action.

To consider approval of the Wyoming Water and Wastewater Mutual Aid and Assistance Agreement.

Recommendations.

Staff recommends approval of the Wyoming Water and Wastewater Mutual Aid and Assistance Agreement that will assist other Wyoming municipalities during extreme natural disasters.

Background.

WYOWARN (Wyoming Water and Wastewater Agency Response Network) is a mutual aid and assistance network for water and wastewater utilities in Wyoming. These utilities cooperatively prepare for emergencies through mutual aid agreements, protocols, training, and networking so the utilities can respond to emergencies by sharing personnel, tools, and equipment.

Analysis.

Water and wastewater systems provide for public health, sanitation, and safety. When water and wastewater systems fail, the well-being of communities quickly deteriorates. Without clean water and ways to remove and treat wastewater, communities become susceptible to disease and illness. The lack of water constrains emergency services such as medical response and firefighting. Economic production slows. In these conditions, people become frustrated and fearful.

Restoring water service restores hope and the ability of a community to respond to natural or man-made events. The fastest way to obtain the skilled staff, specialized equipment or resources needed to efficiently restore water services from neighboring utilities. Wyoming utilities already have the personnel with knowledge of our water systems, working conditions and regulations. They already have the specialized equipment needed for testing, pumping or repairs and may have supplies of pipe, valves, chemicals, generators, etc. in stock.

Requests for Assistance

Requests for assistance can come from a member's Authorized Official, who may request mutual aid and assistance from any other member or from a Statewide Committee member. The requesting member will provide specific information that pertains to the request being made, for example: description of damage sustained, amount and type of personnel needed, and description of work conditions and special constraints such as availability of fuel supplies/lodging/security.

If the Town receives a request for assistance from another municipality, the Town's Authorized Official will evaluate whether resources are available and if the Town is willing and able to respond to the request. There is discretion of the responding member's Authorized Official and execution of this Agreement does not create any duty to respond to a request for assistance.

Alternatives (Optional).

Comprehensive Plan & Priority Alignment.

- Chapter 8: Quality Community Service Provision
 - Principle 8.1: Maintain current, coordinated service delivery
 - Principle 8.2: Coordinate the provision of infrastructure and facilities needed for service delivery

Fiscal Impact.

Unless otherwise mutually agreed in whole or in part, the Requesting Member will reimburse the Responding Member for each of the following categories of costs incurred while providing aid and assistance during the Period of Assistance:

- Personnel
- Equipment
- Materials/Supplies

The Responding Member must provide an itemized bill to the Requesting Member for all expenses it incurred as a result of providing assistance under this Agreement. The Responding Member must send the itemized bill not later than ninety (90) days following the end of the Period of Assistance.

Staff Impact.

Staff Impact for this item includes review of the Agreement and all pertaining information related to this request.

Attachments or Links.

- Wyoming Water and Wastewater Mutual Aid and Assistance Agreement

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

I move to approve the Wyoming Water and Wastewater Mutual Aid and Assistance Agreement and further authorize the Mayor to sign the approved Agreement.

Wyoming Water and Wastewater Mutual Aid and Assistance Agreement

AGREEMENT

This Agreement is made and entered into by public and private Water and Wastewater Utilities that have, by executing this Agreement, manifested their intent to participate in an intrastate program for mutual aid and assistance.

This Agreement is authorized under the Wyoming Homeland Security Act, Wyoming Statute §19-13-109, which requires that local coordinators in collaboration with other public and private agencies within this state develop mutual aid arrangements for aid and assistance in case of disaster of extreme nature or that is too great to be dealt with unassisted.

ARTICLE I PURPOSE

Recognizing that emergencies may require assistance in the form of personnel, equipment, and supplies from outside the area of impact, the Water and Wastewater utilities established this Intrastate Program for Mutual Aid and Assistance. Through the Wyoming Water and Wastewater Mutual Aid and Assistance Program, Members may coordinate response activities and share resources during emergencies or events too great to be dealt with unassisted. This Agreement sets forth the procedures and standards for the administration of the Wyoming Water and Wastewater Mutual Aid and Assistance Program.

ARTICLE II DEFINITIONS

- A. Authorized Official - An employee(s) of a Member that is authorized by the Member's governing board or board of directors to
 - a. Request assistance;
 - b. Offer assistance;
 - c. Refuse to offer assistance; or
 - d. Withdraw assistance.
- B. Emergency - A natural or manmade event that is, or is likely to be, too great to be dealt with by the services, personnel, equipment, and facilities of a Water or Wastewater Utility unassisted.
- C. Member - Any public or private Water or Wastewater Utility that manifests its intent to participate in the Wyoming Water and Wastewater Mutual Aid and Assistance Program by executing this Agreement.
- D. National Incident Management System (NIMS) - A national, standardized approach to incident management and response that sets forth uniform processes and procedures for emergency response operations.

- E. Period of Assistance - A specified period of time when a Responding Member assists a Requesting Member. The period commences when personnel, equipment, or supplies depart from a Responding Member's facility and ends when the resources return to their facility (portal to portal). All protections identified in the agreement apply during this period. The specified Period of Assistance may occur during response to or recovery from an Emergency.
- F. Requesting Member - A Member who requests assistance under this Agreement.
- G. Responding Member - A Member that responds to a request for assistance under this Agreement.
- H. WYOWARN - Wyoming Water/Wastewater Agency Response Network. A network of Members.

ARTICLE III

ADMINISTRATION

The Wyoming Water and Wastewater Mutual Aid and Assistance Agreement will be administered through a Statewide Committee consisting of a Chair, Vice-Chair, Secretary and up to eight (8) Regional Coordinators. The Statewide Committee shall organize itself from its membership and elect the Chair, Vice-Chair, Secretary and Regional Coordinators. The Statewide Committee is elected by Member Utilities. Three (3) committee members shall be appointed for a term of one (1) year, Three (3) for a term of two (2) years, Three (3) for a term of three (3) years and two (2) for a term of four (4) years. Thereafter, each statewide committee member shall be appointed for a term of four (4) years.

The state is divided into regions consistent with the Wyoming Office of Homeland Security's Regional Emergency Response Teams. The Regional Coordinators represent the interests of their respective regions on the Statewide Committee. The Statewide Committee may include advisory representatives from organizations such as the American Water Works Association, U.S. Environmental Protection Agency Region 8, Wyoming Department of Environmental Quality, Wyoming Office of Homeland Security, Wyoming Water Development Commission, Wyoming Association of Rural Water Systems and Casper College.

ARTICLE IV

MEMBER RESPONSIBILITIES

Members shall identify an Authorized Official with alternates and provide contact information including 24-hour access for mutual aid and assistance response to the Statewide Committee Chair for distribution among the Members.

ARTICLE V

REQUESTS FOR ASSISTANCE

Request for Assistance: In the event of an emergency, a Member's Authorized Official may request mutual aid and assistance from any other Member or Statewide Committee member. Requests for assistance can be made orally or in writing. When made orally, the request for personnel, equipment, and supplies will be prepared in writing as soon as practicable. The Requesting Member will provide the following information when making a request for assistance:

1. A general description of the damage sustained;
2. The part of the water/wastewater system for which assistance is needed;
3. The amount and type of personnel, equipment, materials and supplies needed and a reasonable estimate of the length of time they will be needed;
4. The present weather conditions and the forecast for the next twenty-four (24) hours at the Requesting Member's location;
5. A specific time and place for a representative of the Requesting Member to meet the personnel and equipment of the Responding Member(s); and
6. A description of work conditions and special constraints such as availability of fuel supplies, lodging/meal support, medical facilities, security, communications, etc.

Regional Coordinator Response to a Request for Assistance: A Requesting Member may ask a Regional Coordinator to assist in organizing a response. After a Regional Coordinator receives a request for assistance and is asked to assist in organizing a response, the Regional Coordinator will determine whether he/she is willing and able to assist. If willing and able, the Regional Coordinator will inform the Requesting Member that they can assist and may, if necessary activate the WYOWARN by distributing the request for assistance and related information to Members and other Regional Coordinators. The Regional Coordinator may assist in organizing a response as follows:

1. If a Member is willing and able to provide assistance, the Regional Coordinator will inform the Requesting Member about the type of available resources and the approximate arrival time of such assistance;
2. If multiple Members are willing and able to provide assistance, the Regional Coordinator will select the Responding Member(s) that can mobilize the quickest and provide the best match for the identified needs of the Requesting Member. The Regional Coordinator shall then inform the Requesting Member about the particulars of available resources and the approximate arrival time of such assistance.

Member Response to a Request for Assistance: After a Member receives a request for assistance, the Authorized Official evaluates whether resources are available and if the Member is willing and able to respond to the request for assistance. If willing and able to respond, the Authorized Official will provide the following information.

1. A complete description of the personnel, equipment and materials available to respond to the request for assistance;
2. The estimated length of time the personnel, equipment and materials will be available;
3. A brief description of the experience and ability of the personnel and the capability of the equipment to be furnished;
4. The name of the person or persons to be designated as supervisory personnel; and
5. The estimated time when the assistance can arrive at the location designated by the Authorized Official of the Requesting Member.

Discretion of Responding Member's Authorized Official: Execution of this Agreement does not create any duty to respond to a request for assistance.

ARTICLE VI
RESPONDING MEMBER PERSONNEL

National Incident Management System: When providing emergency assistance under this Agreement, the Requesting Member and Responding Member will be organized and will function under the National Incident Management System (NIMS).

Control: Responding Member personnel will remain under the direction and control of the Responding Member. The Requesting Member's Authorized Official will coordinate response activities with the designated supervisor(s) of the Responding Member(s) in a manner consistent with NIMS. The Responding Member(s) supervisor(s) must keep accurate records of work performed by personnel during the Period of Assistance.

Food and Shelter: The Requesting Member agrees to supply reasonable food and shelter for Responding Member personnel. If the Requesting Member is unable to provide food and shelter for Responding Member personnel, the Requesting Member shall notify Responding Member prior to the Period of Assistance. The Requesting Member is responsible for reimbursing the Responding Member for all reasonable costs associated with providing food and shelter during the Period of Assistance, if such resources are not provided by the Requesting Member.

Communication: The Requesting Member will provide Responding Member personnel with radio equipment as available, or radio frequency information to program existing radio, in order to facilitate communications with local responders and utility personnel.

Status: Unless otherwise provided by law, the Responding Member's officers and employees retain the same privileges, immunities, rights, duties, and benefits as provided in their respective jurisdictions.

Licenses and Permits: To the extent permitted by law, Responding Member personnel holding licenses, certificates, or permits establishing professional, mechanical, or other skills will be permitted to carry out activities and tasks relevant and related to their respective credentials during the specified Period of Assistance, as approved or requested by the Requesting Member.

Right to Withdraw: The Responding Member's Authorized Official retains the right to withdraw, in part or in its entirety, the provided resources at any time. Notice of intention to withdraw must be communicated to the Requesting Member's Authorized Official as soon as possible.

ARTICLE VII

COST REIMBURSEMENT

Unless otherwise mutually agreed in whole or in part, the Requesting Member will reimburse the Responding Member for each of the following categories of costs incurred while providing aid and assistance during the Period of Assistance.

Personnel: The Requesting Member will reimburse the Responding Member for all personnel costs incurred by the Responding Member for work performed during a Period of Assistance. Responding Member personnel are to be paid for work completed during a Period of Assistance according to the terms provided in their employment contracts or other conditions of employment. The Responding Member designated supervisor(s) will keep accurate records of work performed by personnel during the Period of Assistance.

Equipment: The Requesting Member will reimburse the Responding Member for the use of Responding Member's equipment during the Period of Assistance. Rates for equipment use must be based on the Federal Emergency Management Agency's (FEMA) Schedule of Equipment Rates. Reimbursement for equipment not referenced on the FEMA Schedule of Equipment Rates must be reached in writing prior to the Period of Assistance. Except in cases of gross negligence or willful misconduct, the Requesting Member will repair or replace, with like kind and quality as determined by the Responding Member, any equipment damaged during the Period of Assistance.

Materials and Supplies: The Requesting Member must reimburse the Responding Member for all Responding Member's materials and supplies furnished during a Period of Assistance. Except in cases of Responding Member gross negligence or willful misconduct, the Requesting Member will repair or replace, with like kind and quality as determined by the Responding Member, any materials or supplies damaged during the Period of Assistance.

Payment Period: The Responding Member must provide an itemized bill to the Requesting Member for all expenses it incurred as a result of providing assistance under this Agreement. The Responding Member must send the itemized bill not later than ninety (90) days following the end of the Period of Assistance. The Requesting Member must pay the bill in full on or before the forty-fifth (45th) day following the billing date. Unpaid bills become delinquent upon the forty-sixth (46th) day following the billing date. Once delinquent, the Responding Member may charge interest in accordance with applicable Wyoming and Federal law, including but not necessarily limited to Wyoming Statute §1-16-102.

ARTICLE VIII

DISPUTES

Any controversy or claim arising out of, or relating to, this Agreement, including, but not limited to, alleged breach of the Agreement, may be settled by mediation in accordance with Wyoming Statute §1-43-101. Should mediation fail, the Member(s) may proceed with any/all legal avenues available under Wyoming or Federal Law.

ARTICLE IX
REQUESTING AND RESPONDING MEMBER LIABILITY

A Member who receives and provides assistance will assume the risk of any liability arising from its own gross negligence or willful misconduct. A Member who receives and/or provides assistance does not agree to insure, defend or indemnify any other Members. Governmental entities do not waive any defenses available to it under the Governmental Claims Act. Participation in this Agreement shall not in any way be deemed to enlarge the liability of any Member.

ARTICLE X
NOTICE OF CLAIM OR SUIT

A Member who becomes aware of a claim or suit that in any way, directly or indirectly, contingently or otherwise, affects or might affect other Members shall provide notice to those Members within seventy-two (72) hours of notification of a claim. Each Member reserves the right to participate in the defense of such claims or suits as necessary to protect its own interests.

ARTICLE XI
INSURANCE

Each Member shall maintain insurance or coverage for its liability that covers activities that it may undertake, as follows:

1. Members who are government entities or agencies:
 - a. Unemployment and Worker's Compensation Coverage. During the Period of Assistance, each Member shall maintain its own unemployment and worker's compensation coverage, as required by law, for its employees.
 - b. Automobile Liability Coverage. During the Period of Assistance, each Member who is a government entity or agency, shall be responsible for complying with the state motor vehicle laws including the registration, licensing and liability coverage for its own vehicles. The government entity or agency shall provide automobile liability insurance coverage or other liability coverage to cover any liability it may have as provided by the Wyoming Governmental Claims Act, Wyoming Statute §1-39-101 et seq.
 - c. General Liability Coverage. Each Member who is a government entity or agency agrees to maintain general liability insurance or other liability coverage to cover any liability it may have as provided by the Wyoming Governmental Claims Act, Wyoming Statute §1-39-101 et seq.
2. Members who are private entities or agencies:
 - a. Unemployment and Worker's Compensation Coverage. During the Period of Assistance, each Member shall maintain its own unemployment and worker's compensation coverage, as required by law, for its employees.
 - b. Automobile Liability Coverage. During the Period of Assistance, each Member who is a private entity or organization shall be responsible for complying with the state motor vehicle laws including the registration, licensing and liability coverage for its own vehicles. The Member who is a private entity or organization shall provide automobile liability insurance coverage of not less than Five Hundred Thousand Dollars (\$500,000.00) per occurrence for owned, non-owned, and hired vehicles, or shall maintain a comparable self-insurance program.

- c. General Liability. Each Member who is a private entity or organization agrees to obtain general liability insurance, as applicable, with minimum single limits of no less than Five Hundred Thousand Dollars (\$500,000.00) or be comparably covered by a self-insurance program.

All insurance or coverage required under this Agreement shall be in effect during the Period of Assistance. All policies or coverage shall be primary and not contributory. During the Period of Assistance, parties shall pay the premiums on the required policies or coverage and shall not allow the policies or coverage to be revoked, canceled, amended, or allowed to lapse.

ARTICLE XII **EFFECTIVE DATE**

This Agreement becomes effective after the Official for the Water and Wastewater Utility, as authorized by the Governing Body or Board of Directors, executes the Agreement. The Member shall forward an executed copy of the Agreement to the Statewide Committee Chair. Statewide Committee Chair will keep a list of all Agreements received.

ARTICLE XIII **WITHDRAWAL**

A Member may withdraw from this Agreement at any time by providing written notice to the Statewide Committee Chair. Withdrawal is effective immediately. Withdrawal from this Agreement will in no way affect a Requesting Member's duty to reimburse a Responding Member for costs incurred during a Period of Assistance, which shall survive such withdrawal.

ARTICLE XIV **MODIFICATION**

No provision of this Agreement may be modified, altered, or rescinded solely by an individual Member. Modifications require a simple majority vote of the Members. The Statewide Committee Chair will provide written notice to all Members of approved modifications to this Agreement. Approved modifications are effective ten (10) days after the date upon which notice is sent to the Members.

ARTICLE XV **SEVERABILITY**

The Member agrees that if any term or provision of this Agreement is declared by a court of competent jurisdiction to be illegal or in conflict with any law, the validity of the remaining terms and provisions will not be affected, and the rights and obligations of the Members will be construed and enforced as if the Agreement did not contain the particular term or provision held to be invalid.

XVI **PROHIBITION ON THIRD PARTIES AND ASSIGNMENT OF RIGHTS/DUTIES**

This Agreement is for the sole benefit of the Members and no person or entity will have any rights under this Agreement as a third-party beneficiary. Assignment of Rights and delegations of duties created by this Agreement are prohibited and are without effect.

ARTICLE XVII
GOVERNMENTAL PARTIES

A Member does not waive its governmental or sovereign immunity as provided by applicable law, including Wyoming Statute §1-39-101. A Member retains all immunities and defenses as provided by law with regard to any action, whether in tort, contract, or any other theory of law based on this Agreement.

Now therefore, the authorized representative of the Governing Body or Board of Directors for the Water and/or Wastewater Utility listed below executes this Agreement through signature below and attached resolution.

Water/Wastewater Utility: _____

By: _____ Date: _____

Title: _____

Please Print Name

Attested By: _____

Title: _____

Please Print Name

Attorney approval as to form:

By: _____ Date: _____

Title: _____

Please Print Name

STAFF REPORT



Meeting Date:	May 17, 2021	Meeting Title:	Regular-Consent
Submitting Department:	Public Works	Presenter:	Johnny Ziem
Agenda Item:	To Award Bid #21-02 for the Procurement of a New Service Truck	Public Comment:	Yes

Purpose & Policy Considerations.

The purpose of this item is to accept and award Bid# 21-02 for the procurement of a new three-quarter ton service truck for the Water Division.

Requested Action.

Staff is requesting that Council review and approve the procurement of a new three-quarter ton service truck for the Water Division within the Public Works Department.

Recommendations.

Staff recommends the Town Council accept and approve Bid# 21-02 for the procurement of a new three-quarter ton service truck for the Water Division and award the bid to Teton Motors of Jackson, Wyoming, in the amount of \$46,778.00.

Background.

The Public Works Department administers the bidding and procuring of all new vehicles for the Town of Jackson. When tasked with the procurement of any new vehicle, Public Works will work directly with each submitting department to consider current and future vehicular needs, potential vehicle types, and how each vehicle will be used. This information is important because each department has been challenged to look for efficiency gains when making new vehicle procurements (when possible).

Analysis.

This vehicle will be procured for and used by the Water Division within Public Works. This division is responsible for providing clean, safe, and efficient conveyance of potable water to our community.

Alternatives (Optional).

Dept	#	Year	Type of Vehicle	Budgeted Cost	Total Miles	Avg Annual Miles	Combined MPG	% More Efficient (+/-)	Estimated Annual/Gal. Used	Estimated Annual/Gal. Avoided	Annual \$ per/Gal. \$2.45	Estimated Annual Savings	Pds./CO2 Saved
PW	1428	2008	3/4 Ton Truck		91,000	6,740	8.9		757		\$1,855		
PW	1428	2019	3/4 Ton Truck	\$46,778		6,740	14	57%	481	276	\$1,180	\$675.15	6,167

Comprehensive Plan & Priority Alignment.

- Principle 1.2 – Preserve and enhance water and air quality
- Principle 2.1 – Reduce consumption of non-renewable energy

Fiscal Impact.

We received one bid which is listed below. The only bid was from Teton Motors of Jackson, Wyoming, in the amount of \$46,778.00. Staff anticipates \$2,000 for additional parts and labor to install. For the FY21 Budget, we show a budget of \$63,080.00 for the procurement of a new three-quarter ton service truck.

<u>Vendor</u>	<u>Vehicle Type</u>	<u>Unit Cost</u>	<u>Trade-in Value</u>	<u>Final Cost</u>
Teton Motors, Jackson, WY	3/4 Ton Service Truck	\$ 55,778.00	\$ 46,778.00	\$ 9,000.00

Staff Impact.

Public Works staff will be impacted in additional labor hours, which are estimated to be two days to remove equipment from the old truck to make ready for a trade-in and install equipment in the new truck once received.

Attachments or Links.

- Bid# 21-02 results

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

I move to I move to approve the procurement of Bid# 21-02 for the purchase of a new three-quarter service truck for the Water Division within Public Works and award the bid to Teton Motors of Jackson, Wyoming, in the amount of \$46,778.00.

BID OPENING FORM

BID NUMBER: 21-02

PROJECT NAME: Three Quarter Ton Service Truck

OPENING DATE & TIME: 4/29/2021 3:02pm

OPENED BY: Eric Hillbruner

Name of Bidding Agency & City	Proof of WY Residency	Number of Addendums Acknowledged	Bid Bond / Check	Model / Spec if applicable	Trade Info, if applicable	Bid Amount	Returned Bid Bond / Check
1 Teton Motors			Y	2019 Chevy 3/4 Ton	Before Trade	\$5778.00	
					After Trade	46778.00	
2					Before Trade		
					After Trade		
3					Before Trade		
					After Trade		
4					Before Trade		
					After Trade		
5					Before Trade		
					After Trade		
6					Before Trade		
					After Trade		

STAFF REPORT



Meeting Date:	17 May 2021	Meeting Title:	Town Council Regular
Submitting Department:	Public Works	Presenter:	Floren Poliseo
Agenda Item:	Award of contract for Well 9 Exploration	Public Comment:	

Purpose & Policy Considerations.

Council consideration of contract award for exploratory geotechnical exploration and analysis to determine feasibility of a potential new well location.

Requested Action.

Approve the contract.

Recommendations.

Approve award of exploratory drilling and analysis contract to Cahoy Pump Service in the amount of \$233,123.

Background.

The Town of Jackson's water supply system includes three service areas, or zones, supplied by a total of 7 groundwater wells. Currently, Zone 3, which services the southwestern portion of Jackson, is fed from three wells (6,7,8) that produce just enough water to meet demand during peak summer usage. The FY21 approved budget includes design of a new water well (Well 9) in Zone 3 using the Water Enterprise Fund. This project was identified through the Capacity Study as a necessary capital improvement for Zone 3, to provide for future capacity of water production. The new well 9 will help ensure enough water supply for firefighting during peak demand periods now and will provide for future demand in conjunction with a new Zone 3 water tank project, which is also currently undergoing feasibility analysis.

At the June 15, 2020 Regular Town Council Meeting, Council voted in favor of staff completing and submitting a Groundwater Exploration Grant (GWEG) application. At a June 26, 2020 Special Town Council Meeting, Council voted to approve a resolution thereby completing application requirements. At the September 8, 2020 Regular Town Council Meeting, Council voted to approve the contract between the Town and Wyoming Water Development Commission (WWDC) and the Town Public Works Department (PW) subsequently received notice to proceed. At the December 21, 2020 Regular Town Council Meeting, Council voted to approve Rangeview Park as the location for well feasibility exploration.

PW staff has hired consultants for this project (Nelson Engineering). If the results of this exploration analysis deem this site favorable, Town consultants would complete a draft Level II Report to notify the State of our analysis and project intentions (due July 1, 2021), proceed with the necessary stakeholder engagement, and begin preliminary design work. If exploration analysis results deem this site unfavorable for a well, Town will need to perform a second exploration at another location.

Analysis.

The Town received construction bids for this project on April 26, 2021. Two bids were received:

Thomas Drilling, Inc.	Alpine, WY	\$335,618.25
Cahoy Pump Service	Cheyenne, WY	\$233,123.00

Cahoy Pump Service of Cheyenne, WY was found to be the lowest responsive bidder.

Alternatives (Optional).

Council may postpone the Well #9 Exploration project by denying the contract.

Comprehensive Plan & Priority Alignment.

This project supports the Town Comprehensive Plan under Common Value #2- Growth Management.

- Principle 3.1: Direct growth out of habitat, scenery, and open space
- Principle 3.3: Manage growth predictably and cooperatively
- Principle 3.5: Manage local growth with a regional perspective
- Principle 4.1: Maintain Town as the central Complete Neighborhood

This project supports the Town Comprehensive Plan under Common Value #3- Quality of Life.

- Principle 8.1: Maintain current, coordinated service delivery
- Principle 8.2: Coordinate the provision of infrastructure and facilities needed for service delivery

Fiscal Impact.

Grant funding was obtained from WWDC to fund this exploration. The total project cost for this feasibility exploration was estimated at \$135,000. This grant funds 75% of estimated project cost (\$101,250) with a required Town match of 25% (\$33,750). The approved FY21 budget includes \$88,000 for this project for a feasibility analysis, with approximately \$65,000 remaining. As feasibility and coordination with the state progressed the need to construct the exploratory well before July 1, 2021 became imperative to not miss another year of state funding. A portion of the remaining funds is needed for Nelson Engineering to provide professional services during construction and to complete the draft Level II Report. Additional funds would need to be allocated to this line item in order to fund the exploratory well contract in full, and the portion reimbursed by WWDC would come in as additional revenue to offset the additional expenditure budget. Staff requests allocating an additional \$207,000 from the Water Enterprise Fund balance to the Well #9 line item.

Staff Impact.

The PW Director, Water, and Engineering staff spend time coordinating and managing project work conducted by hired consultants (Nelson Engineering). The PW Director, Engineering, and Finance Department staff additionally commit to administering, tracking, and reporting project progress and expenditures as required by the WWDC grant agreement. The well feasibility exploration effort is part of the overall Zone 3 water supply enhancement project that has been budgeted for in both fiscal and staffing resources. Coordination among the contractor and PW Engineering and Water staff is necessary. Staff estimates that 40 hours of staff time will be required if the contract is awarded and staff is directed to proceed with construction as scheduled.

Attachments or Links.

None

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

I move to approve award of the contract for the Town of Jackson Well 9 Exploration to Cahoy Pump Service of Cheyenne, Wyoming in the amount of \$233,123, amend the FY21 budget by allocating an additional \$207,000 from the Water Enterprise Fund balance to this project, and authorize the Mayor to execute all necessary agreements.

STAFF REPORT



MEETING DATE & TITLE: May 17 Regular Meeting

SUBMITTING DEPARTMENT: Town Clerk

PRESENTER: Lynsey Lenamond

SUBJECT: *Malt Beverage Permit Request- Jackson Hole Rodeo*

PUBLIC COMMENT: Yes

PURPOSE & POLICY CONSIDERATIONS:

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

REQUESTED ACTION:

RECOMMENDATION:

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

1. The applicant shall comply with all of the Teton County Fair Board and Town of Jackson requirements under the Rodeo Concession Agreement.
2. The applicant shall take all measures necessary to comply with all applicable alcohol dispensing laws and regulations, including the prevention of sales to minors and the prohibition of consumption off of the authorized premises.
3. Every sale will include an age verification by checking IDs.
4. Beer may only be sold in plastic cups, no more than 16 oz.
5. No more than 2 beers may be sold to any one person in a transaction.
6. There will be no serving of alcohol to obviously intoxicated people.
7. Permit holder shall be responsible to be alert and report any instances of underage drinking to the Jackson Police by calling 733-2331.
8. Alcohol sales cease at the conclusion of the event or 10:15 P.M., whichever occurs first.
9. Event dates are approved by the Town Council.

BACKGROUND:

The Jackson Hole Rodeo (the rodeo concessionaire), is applying for malt beverage permits during Jackson Hole Rodeo events held at the Teton County Fair Grounds in 2021.

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

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

ANALYSIS:

Stakeholders include the Town Council as the local licensing authority regulating alcohol and malt beverages, Jackson Hole Rodeo as the malt beverage permittee, and patrons who attend rodeo events.

ALTERNATIVES (Optional):**COMPREHENSIVE PLAN & PRIORITY ALIGNMENT:**

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

FISCAL IMPACT:

Malt beverage permit fees of \$1900.00 will be deposited to the general fund.

STAFF IMPACT:

Staff impact includes reviewing the applications, communicating with applicant and obtaining information to provide in the staff report, presenting to Council, and if approved, printing permits and issuing them.

ATTACHMENTS OR LINKS:

Malt Beverage Permit Application is attached.

SUGGESTED MOTION:

(Council always has the option to adopt, approve with conditions, continue, or deny items.)

I move to approve the issuance of a malt beverage permit to the Jackson Hole Rodeo for the dates requested during the summer 2021 rodeo season, including the Shriner's Rodeo dates, from 6:00 P.M. to 10:15 P.M., subject to the conditions and restrictions listed in the staff report.



24-HOUR ALCOHOL BEVERAGE PERMIT APPLICATION

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

Fee \$ 1900⁰⁰
Date Pd: 4-29-21

APPLICANT.

Name of Person *please print*

Requesting Permit: Lisa Wilson

Organization: Jackson Hole Rodeo

Phone: 307-699-3399

EVENT INFORMATION. Complete the following information about the event.

Name of Event:	<u>Jackson Hole Rodeo</u>	Purpose:	<u>Rodeo</u>
Held at:	<u>Teton County Fair Grounds</u> business name	List the Date(s) and Hours that Alcohol will be Available:	<u>May-29</u> <u>June-2, 5, 9, 12, 16, 19, 23, 26, 30</u> <u>July-2, 3, 4, 7, 9, 10, 14, 16, 17, 21, 23, 24</u> <u>Aug-4, 6, 7, 11, 13, 14, 18, 20, 21, 25, 27, 28</u> <u>Sept-1, 4, 8, 11</u> <u>6:00pm - 10:15pm</u>
Address:	<u>350 W Snow King Ave</u> location to be permitted <u>Jackson, WY 83201</u>		
Anticipated number of attendees at any given time:	<u>1000</u>		

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

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

\$20.00 per day

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

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

Name of Retail or Resort Liquor License Holder:

Authorized Signature: _____

Print Name: _____

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

\$50.00 per day

For the sale or serving of only malt beverages.

Applicant must submit proof of current alcohol server education training with this application.

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

\$50.00 per day

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

Permitted Microbrewery Only

Applicant must submit proof of current alcohol server education training with this application.

Authorized Signature: _____

Print Name: _____

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

\$50.00 per day

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

Licensed Manufacturer Only

Authorized Signature: _____

Print Name: _____

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

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

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

Lisa Wilson
Applicant's signature

4-29-21
Date

STAFF REPORT



MEETING DATE & TITLE: May 17 Regular Town Council

SUBMITTING DEPARTMENT: Clerk

PRESENTER: Lynsey Lenamond

SUBJECT: *Public Hearing for Proposed Annexations*

PUBLIC COMMENT: Yes

PURPOSE & POLICY:

On April 12, 2021, the Town Council passed Resolution 21-07 – A Resolution Initiating Annexation Proceedings for one .49 Acre Parcel and Portions of Three Roadways, which set forth the public hearing for those proposed annexations for the May 17, 2021 6pm regular meeting.

REQUESTED ACTION:

The Council is required to conduct a public hearing and therefore staff requests the Mayor open a public hearing on this item, hear public comment, and continue the public hearing to the June 7 regular Town Council meeting.

RECOMMENDATION:

Staff recommends that the Mayor open the public hearing, hear any public comment, and continue the public hearing to the June 7 regular Town Council meeting.

BACKGROUND:

On October 21, 2019, the Town Council directed staff to complete work and obtain the required documents needed to begin the formal annexation process for one parcel and portions of three roadways. These annexations will provide a jurisdictional clean-up of the Town's corporate boundary where peculiarities make jurisdiction for Police Officers difficult to manage and Public Works maintenance responsibilities unclear. As these annexations were not a pressing issue, they took a back seat to COVID and other matters for a year. The necessary work has been completed and is now presented for consideration. The proposed areas to be annexed are identified as:

1. A .49 acre rural parcel along Flat Creek
2. A portion of High School Road – approximately 1709.7 linear feet starting at South Park Loop and going east
3. A portion of Highway 22 – at the Y where it connects with Hwy 89 and the Town's western border
4. A portion of Highway 89 – at Dairy Queen and to the Town's northern border

ANALYSIS:

The purpose of the public hearing is to determine if the proposed annexation complies with Wyoming Statute § 15-1-402. The required findings are listed below in *italic*, followed by staff's analysis:

(a) Before any territory is eligible for annexation, the governing body of any city or town at a hearing as provided in W.S. § 15-1-405 shall find that:

(i) An annexation of the area is for the protection of the health, safety and welfare of the persons residing in the area and in the city or town;

Annexing the Properties into the Town of Jackson will enable the Town to better coordinate future development and transportation improvements in these border and gateway areas, and to coordinate public services for the Properties, which will benefit both residents and businesses in the annexed area and the community as a whole. The jurisdictional lines in these areas are irregular, creating challenges for law enforcement operations and public works maintenance responsibilities.

(ii) The urban development of the area sought to be annexed would constitute a natural, geographical, economical and social part of the annexing city or town;

The Properties and portions of the public right-of-way are situated adjacent to multiple properties that are within

the Town's boundary. These annexations into the Town would provide a natural addition of the Town's boundary.

- (iii) *The area sought to be annexed is a logical and feasible addition to the annexing city or town and the extension of basic and other services customarily available to residents of the city or town shall, within reason, be available to the area proposed to be annexed;*

The areas sought to be annexed are a logical and feasible addition to the Town of Jackson, and the extension of basic and other services customarily available to residents of the Town shall, within reason, be available to the area proposed to be annexed.

- (iv) *The area sought to be annexed is contiguous with or adjacent to the annexing city or town, or the area meets the requirements of W.S. § 15-1-407;*

The areas sought to be annexed are contiguous with the presently existing corporate limits of the Town of Jackson.

- (v) *If the city or town does not own or operate its own electric utility, its governing body is prepared to issue one (1) or more franchises as necessary to serve the annexed area pursuant to W.S. 15-1-410; and*

Franchise holders in the Town would be able to serve the Properties and portions of the public rights-of-way if annexed. The Town of Jackson is prepared to amend current franchises if necessary.

- (vi) *The annexing city or town, not less than twenty (20) business days prior to the public hearing required by W.S. 15-1-405(a), has sent by certified mail to all landowners and affected public utilities within the territory a summary of the proposed annexation report as required under subsection (c) of this section and notice of the time, date and location of the public hearing required by W.S. 15-1-405(a).*

As outlined in Wyoming State Statute, the proposed annexation report and public hearing notices were sent by certified mail to landowners and public utilities on April 19, 2021.

Wyoming statute requires that the Town Council must make the above findings before a territory is eligible for annexation. If the findings are made by Town Council, the next step would be to proceed with the ordinance process to formalize the annexation. The Ordinance is included in this meeting agenda for first reading.

ALTERNATIVES (Optional):

COMPREHENSIVE PLAN & PRIORITY ALIGNMENT:

Approval of the proposed annexation would be consistent with and/or further the following goals in the Comprehensive Plan: Policy 3.3.c: Provide predictability in land use decisions.

- o Approval of annexation will expand the Town boundary in a small but logical way that will result in both sides of Hwy 22 having the same zoning and under the regulatory control of the same political body, the Town Council. This will create a more predictable regulatory environment for this part of Town.

Policy 4.4.b: Enhance Jackson gateways.

- o The annexation of the proposed properties will create an opportunity to better plan for and enhance this important gateway to Town. With unified control over more of the gateway properties, the Town can coordinate future development so that it is consistent with our future vision for this highly visible gateway.

FISCAL IMPACT:

The fiscal impact of this annexation is approximately \$2,200-2,600 and includes preparation of surveys, legal descriptions, and administrative costs associated with recording documents and advertising. As noted in the Annexation Report, there would be no fiscal impact to property owners.

STAFF IMPACT:

Staff impact includes approximately 8 hours to date in the Attorney, Clerk, and Public Works Departments.

ATTACHMENTS OR LINKS:

4 Proposed Annexation Reports

Resolution 21-07

Public Notice Letters

SUGGESTED MOTION:

(Council always has the option to adopt, approve with conditions, continue, or deny items.)

I move to continue the public hearing to the June 7 regular Town Council meeting at 6pm.



Sandy Birdyshaw
Town Clerk
(307) 733-3932 x1113

Public Notice

April 16, 2021

RE: Notice of Public Hearing for the Proposed Annexation of a Portion of Roadway on High School Road beginning at approximately the Middle School Road intersection and going west to approximately the South Park Loop Road intersection

To Whom It May Concern:

The Town Council will hold a public hearing for a proposed annexation into the corporate town limits as described in the enclosed notice. You are provided with this notice pursuant to Wyoming State Statute § 15-1-402(a)(vi),

As noted in the public notice, the Town Council will conduct a public hearing on this annexation request on **May 17, 2021 at 6:00 P.M.**, or as soon thereafter as the matter can be heard. The meeting will be held virtually from the Council Chambers located at Town Hall, 150 East Pearl Avenue. You have the option of remote attendance or in-person.

You may email the Town Council anytime at council@jacksonwy.gov with comments or concerns. If you have questions prior to this public hearing, please feel free to contact me.

Sincerely,

A handwritten signature in blue ink that reads "Sandy".

Sandy Birdyshaw
Town Clerk

Enc. Notice of Public Hearing
Proposed Annexation Report

Public Hearing

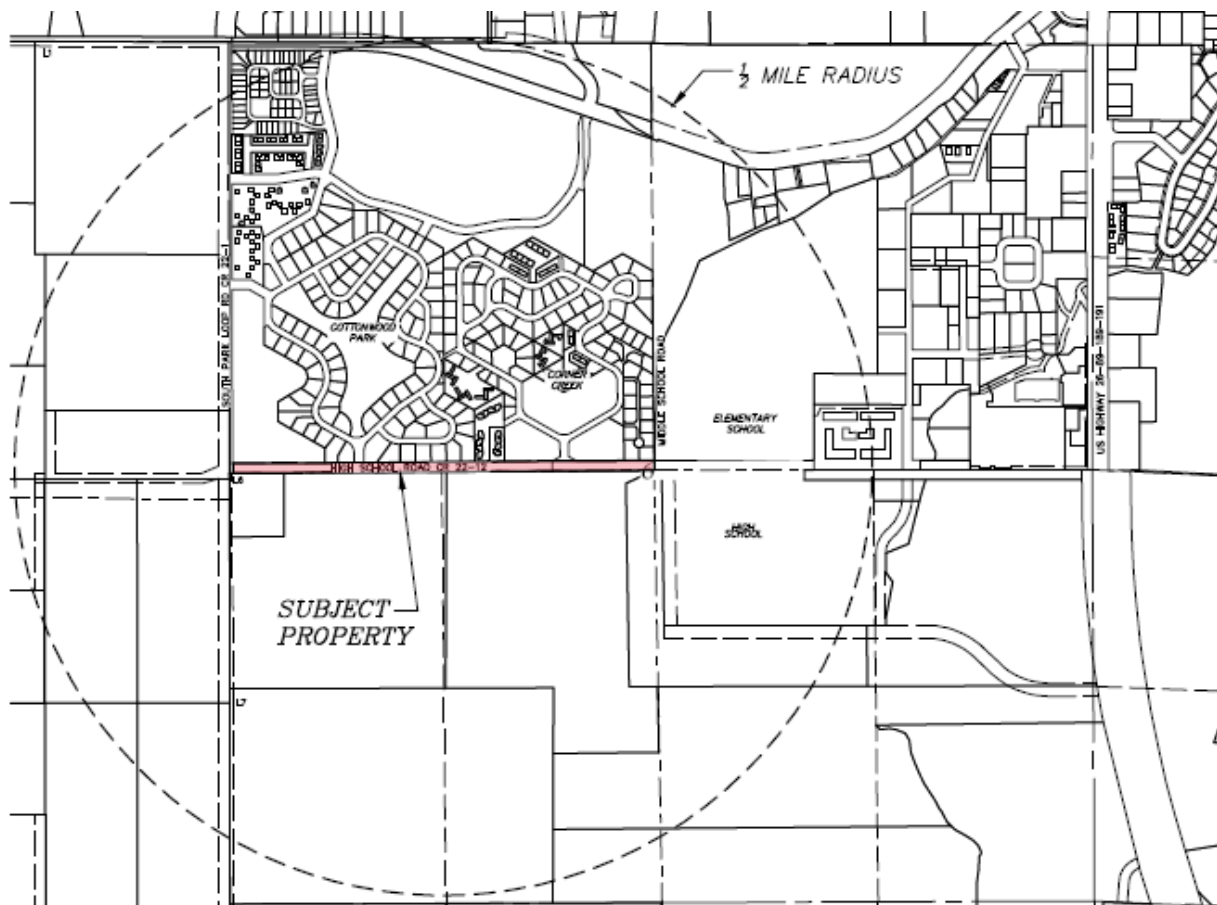
The Jackson Town Council will hold a public hearing on the proposed annexation of a Portion of Roadway located on High School Road beginning at approximately the Middle School Road intersection and going west to approximately the South Park Loop Road intersection.

The public hearing will be on **May 17, 2021 at 6:00 P.M.** or as soon thereafter as the matter can be heard. The meeting will be held virtually from the Council Chambers located at Town Hall, 150 East Pearl Avenue. You have the option of remote attendance or in-person. The zoom link for this meeting may be found here <http://townofjackson.com/491> on the May 17, 2021 Town Council Regular Meeting at 6:00 PM agenda.

The purpose of the public hearing is for the Town Council to determine if the proposed annexation complies with the purpose of annexation found in Wyoming Statute 15-1-402.

The map below indicates the location of the roadway portion proposed for annexation with identifiable landmarks and boundaries of the area which will, as a result of the annexation then be brought within one-half (1/2) mile of the new corporate limits of the Town. The proposed annexation report is summarized as follows:

- There are no added costs of infrastructure improvements required of the landowner.
- This portion of the public right-of-way is tax exempt.
- No additional infrastructure improvements would be required within the existing boundaries of the Town of Jackson to accommodate the proposed annexation.



Proposed Annexation Report

A Portion of Roadway on High School Road beginning at approximately the Middle School Road intersection and going west to approximately the South Park Loop Road intersection.

I. Map

A map of the area proposed to be annexed showing identifiable landmarks and boundaries and the area which will, as a result of the annexation then be brought within ½ mile of the corporate limits of the Town of Jackson is attached as **Exhibit A** to this Proposed Annexation Report.

II. Estimated Cost of Infrastructure Improvements to Landowner

There are no added costs of infrastructure improvements required of the landowner.

III. Basic Services Available to Town Residents and Annual Fee

Basic and other services customarily available to residents of the Town of Jackson include wintertime snow removal, summertime street sweeping, litter control and minor storm drainage cleaning within the corridor boundaries as described in this report. No additional cost would be incurred.

IV. Property Tax

This portion of the public right-of-way is tax exempt.

V. Total Estimated Cost of Infrastructure Improvements for Town of Jackson

No additional infrastructure improvements would be required within the existing boundaries of the Town of Jackson to accommodate the proposed annexation.

Exhibit A





Sandy Birdyshaw
Town Clerk
(307) 733-3932 x1113

Public Notice

April 16, 2021

RE: Notice of Public Hearing for the Proposed Annexation of Portion of Roadway on Highway 22 beginning at approximately the Highway 89 intersection and going northwest to approximately the northwest property line of the Westview parcel

To Whom It May Concern:

The Town Council will hold a public hearing for a proposed annexation into the corporate town limits as described in the enclosed notice. You are provided with this notice pursuant to Wyoming State Statute § 15-1-402(a)(vi),

As noted in the public notice, the Town Council will conduct a public hearing on this annexation request on **May 17, 2021 at 6:00 P.M.**, or as soon thereafter as the matter can be heard. The meeting will be held virtually from the Council Chambers located at Town Hall, 150 East Pearl Avenue. You have the option of remote attendance or in-person.

You may email the Town Council anytime at council@jacksonwy.gov with comments or concerns. If you have questions prior to this public hearing, please feel free to contact me.

Sincerely,

A handwritten signature in blue ink that reads "Sandy".

Sandy Birdyshaw
Town Clerk

Enc. Notice of Public Hearing
Proposed Annexation Report

Public Hearing

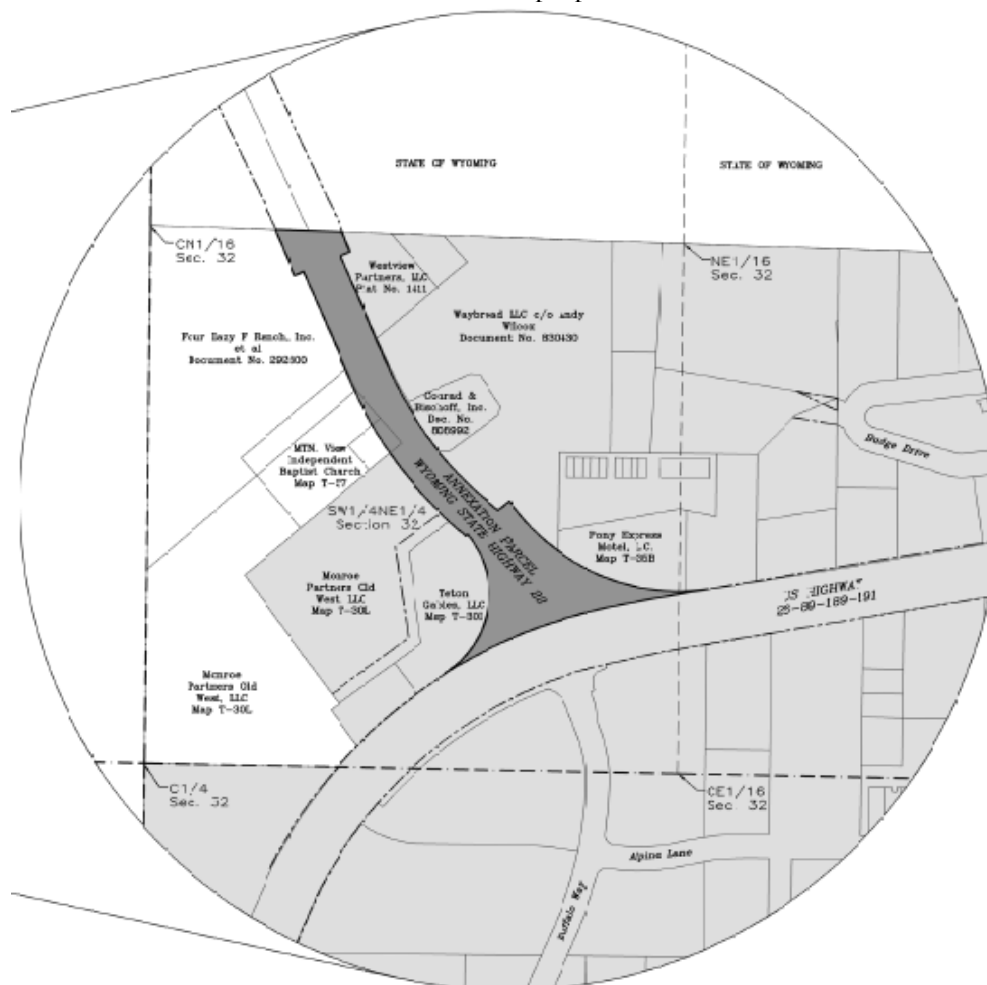
The Jackson Town Council will hold a public hearing on the proposed annexation of a Portion of Roadway on Highway 22 beginning at approximately the Highway 89 intersection and going northwest to approximately the northwest property line of the Westview parcel.

The public hearing will be on **May 17, 2021 at 6:00 P.M.** or as soon thereafter as the matter can be heard. The meeting will be held virtually from the Council Chambers located at Town Hall, 150 East Pearl Avenue. You have the option of remote attendance or in-person. The zoom link for this meeting may be found here **<http://townofjackson.com/491>** on the May 17, 2021 Town Council Regular Meeting at 6:00 PM agenda.

The purpose of the public hearing is for the Town Council to determine if the proposed annexation complies with the purpose of annexation found in Wyoming Statute 15-1-402.

The map below indicates the location of the roadway portion proposed for annexation with identifiable landmarks and boundaries of the area which will, as a result of the annexation then be brought within one-half (1/2) mile of the new corporate limits of the Town. The proposed annexation report is summarized as follows:

- There are no added costs of infrastructure improvements required of the landowner.
- This portion of the public right-of-way is tax exempt.
- No additional infrastructure improvements would be required within the existing boundaries of the Town of Jackson to accommodate the proposed annexation.



Proposed Annexation Report

A Portion of Roadway on Highway 22 beginning at approximately the Highway 89 intersection and going northwest to approximately the northwest property line of the Westview parcel.

I. Map

A map of the area proposed to be annexed showing identifiable landmarks and boundaries and the area which will, as a result of the annexation then be brought within ½ mile of the corporate limits of the Town of Jackson is attached as **Exhibit A** to this Proposed Annexation Report.

II. Estimated Cost of Infrastructure Improvements to Landowner

There are no added costs of infrastructure improvements required of the landowner.

III. Basic Services Available to Town Residents and Annual Fee

Basic and other services customarily available to residents of the Town of Jackson include wintertime snow removal, summertime street sweeping, litter control and minor storm drainage cleaning within the corridor boundaries as described in this report. No additional cost would be incurred.

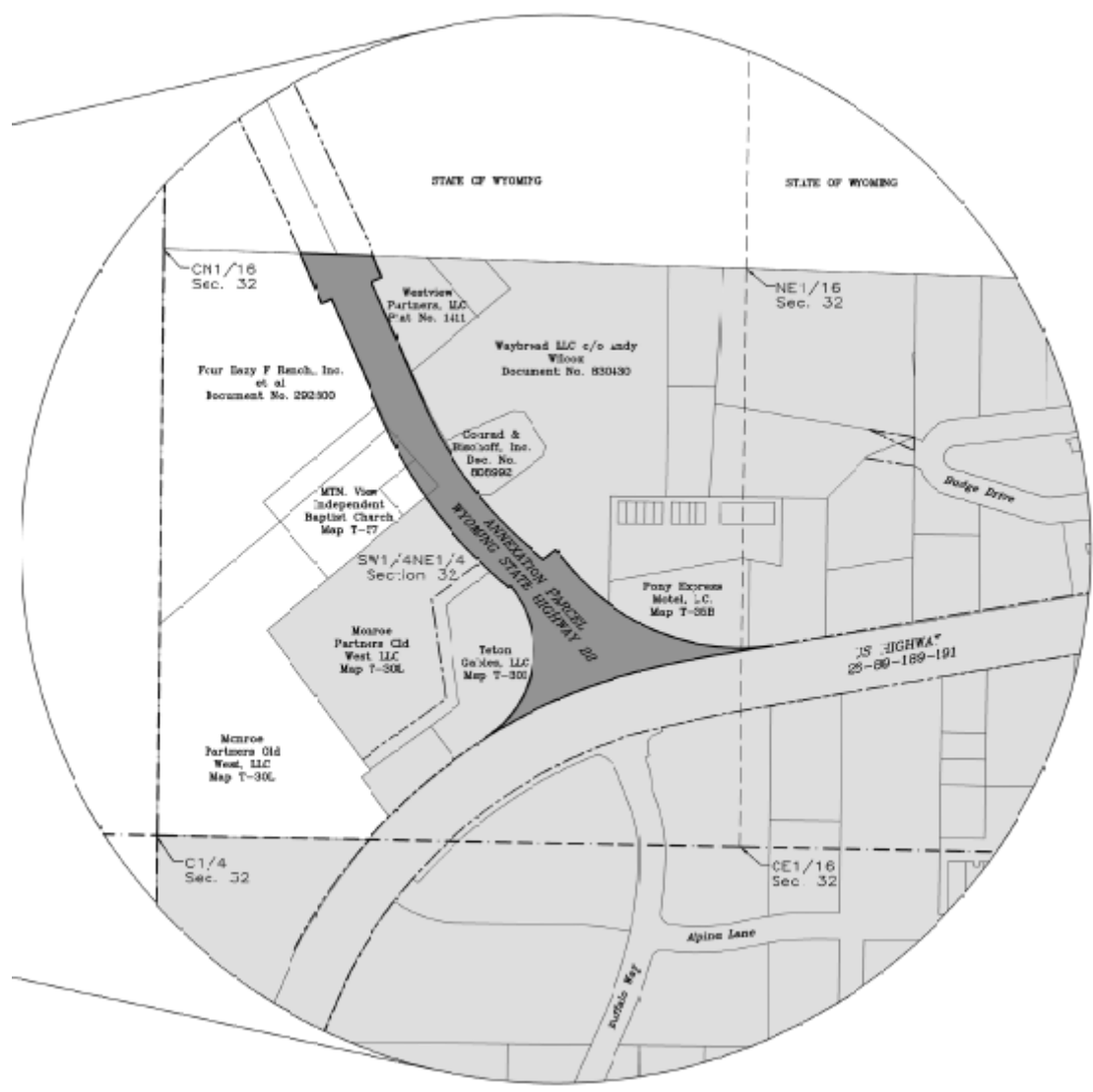
IV. Property Tax

This portion of the public right-of-way is tax exempt.

V. Estimated Cost of Infrastructure Improvements for Town of Jackson

No additional infrastructure improvements would be required within the existing boundaries of the Town of Jackson to accommodate the proposed annexation.

Exhibit A





Sandy Birdyshaw
Town Clerk
(307) 733-3932 x1113

Public Notice

April 16, 2021

RE: Notice of Public Hearing for the Proposed Annexation of Portion of Roadway on Highway 89 beginning at approximately the south side of Flat Creek Bridge and going north to approximately the entrance of the roadside pullout

To Whom It May Concern:

The Town Council will hold a public hearing for a proposed annexation into the corporate town limits as described in the enclosed notice. You are provided with this notice pursuant to Wyoming State Statute § 15-1-402(a)(vi),

As noted in the public notice, the Town Council will conduct a public hearing on this annexation request on **May 17, 2021 at 6:00 P.M.**, or as soon thereafter as the matter can be heard. The meeting will be held virtually from the Council Chambers located at Town Hall, 150 East Pearl Avenue. You have the option of remote attendance or in-person.

You may email the Town Council anytime at council@jacksonwy.gov with comments or concerns. If you have questions prior to this public hearing, please feel free to contact me.

Sincerely,

A handwritten signature in blue ink that reads "Sandy".

Sandy Birdyshaw
Town Clerk

Enc. Notice of Public Hearing
Proposed Annexation Report

Public Hearing

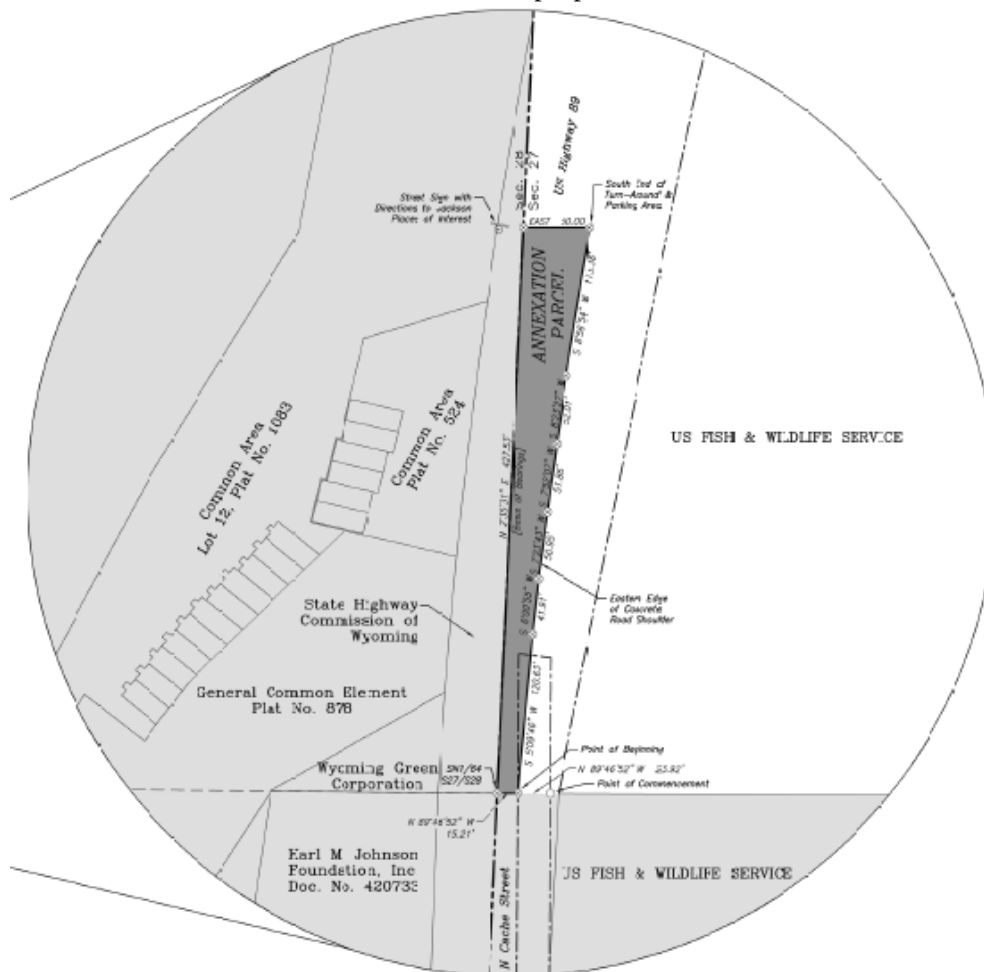
The Jackson Town Council will hold a public hearing on the proposed annexation of a Portion of Roadway on Highway 89 beginning at approximately the south side of Flat Creek Bridge and going north to approximately the entrance of the roadside pullout.

The public hearing will be on **May 17, 2021 at 6:00 P.M.** or as soon thereafter as the matter can be heard. The meeting will be held virtually from the Council Chambers located at Town Hall, 150 East Pearl Avenue. You have the option of remote attendance or in-person. The zoom link for this meeting may be found here <http://townofjackson.com/491> on the May 17, 2021 Town Council Regular Meeting at 6:00 PM agenda.

The purpose of the public hearing is for the Town Council to determine if the proposed annexation complies with the purpose of annexation found in Wyoming Statute 15-1-402.

The map below indicates the location of the roadway portion proposed for annexation with identifiable landmarks and boundaries of the area which will, as a result of the annexation then be brought within one-half (1/2) mile of the new corporate limits of the Town. The proposed annexation report is summarized as follows:

- There are no added costs of infrastructure improvements required of the landowner.
- This portion of the public right-of-way is tax exempt.
- No additional infrastructure improvements would be required within the existing boundaries of the Town of Jackson to accommodate the proposed annexation.



Proposed Annexation Report

A Portion of Roadway on Highway 89 beginning at approximately the south side of Flat Creek Bridge and going north to approximately the entrance of the roadside pullout.

I. Map

A map of the area proposed to be annexed showing identifiable landmarks and boundaries and the area which will, as a result of the annexation then be brought within ½ mile of the corporate limits of the Town of Jackson is attached as **Exhibit A** to this Proposed Annexation Report.

II. Estimated Cost of Infrastructure Improvements to Landowner

There are no added costs of infrastructure improvements required of the landowner.

III. Basic Services Available to Town Residents and Annual Fee

Basic and other services customarily available to residents of the Town of Jackson include wintertime snow removal, summertime street sweeping, litter control and minor storm drainage cleaning within the corridor boundaries as described in this report. No additional cost would be incurred.

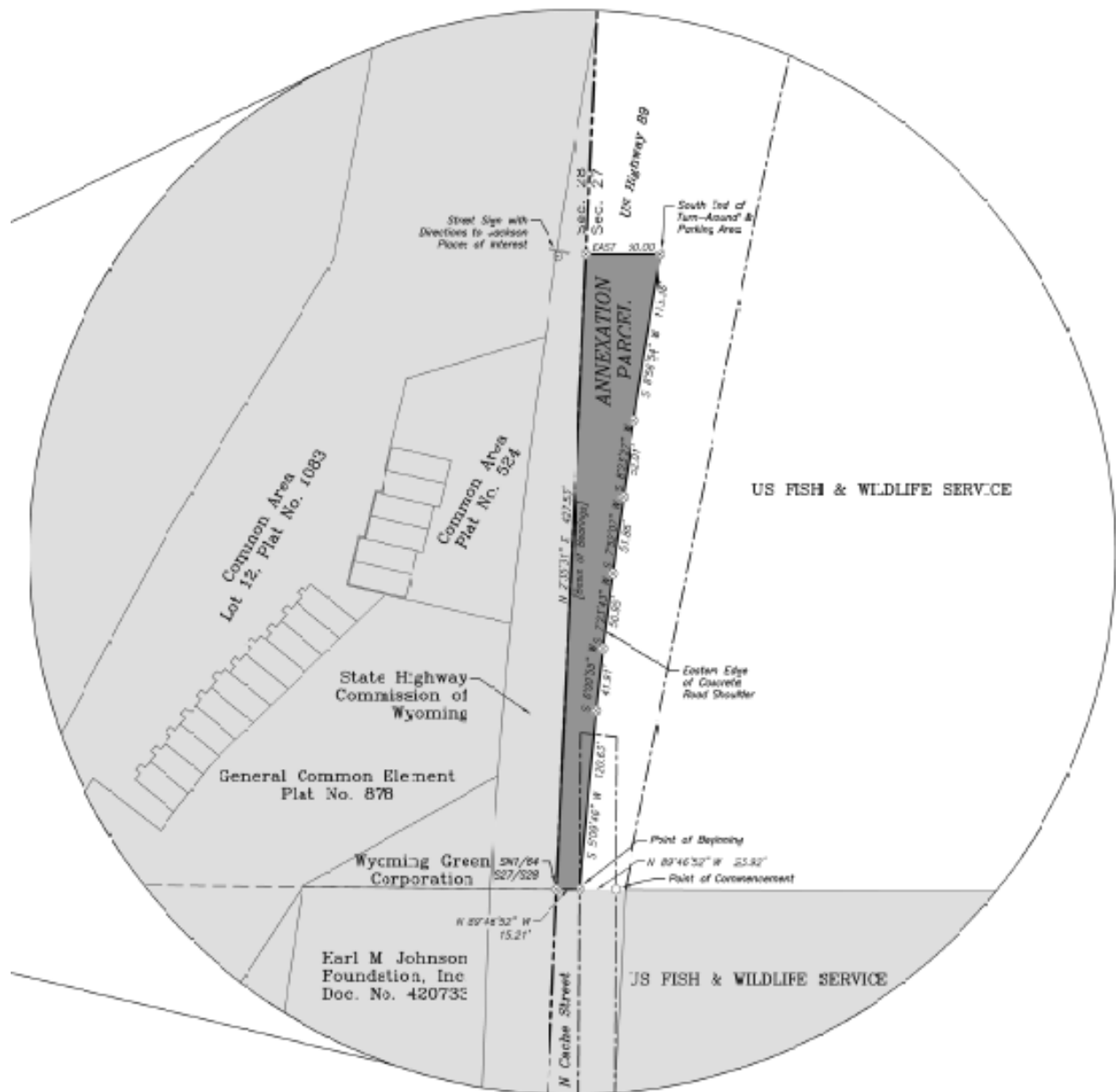
IV. Property Tax

This portion of the public right-of-way is tax exempt.

V. Estimated Cost of Infrastructure Improvements for Town of Jackson

No additional infrastructure improvements would be required within the existing boundaries of the Town of Jackson to accommodate the proposed annexation.

Exhibit A





Sandy Birdyshaw
Town Clerk
(307) 733-3932 x1113

Public Notice

April 16, 2021

RE: Notice of Public Hearing for the Proposed Annexation of a .49-acre rural parcel located along Flat Creek. Parcel ID 22-41-16-32-4-00-022

To Whom It May Concern:

The Town Council will hold a public hearing for a proposed annexation into the corporate town limits as described in the enclosed notice. You are provided with this notice pursuant to Wyoming State Statute § 15-1-402(a)(vi),

As noted in the public notice, the Town Council will conduct a public hearing on this annexation request on **May 17, 2021 at 6:00 P.M.**, or as soon thereafter as the matter can be heard. The meeting will be held virtually from the Council Chambers located at Town Hall, 150 East Pearl Avenue. You have the option of remote attendance or in-person.

You may email the Town Council anytime at council@jacksonwy.gov with comments or concerns. If you have questions prior to this public hearing, please feel free to contact me.

Sincerely,

A handwritten signature in blue ink that reads "Sandy".

Sandy Birdyshaw
Town Clerk

Enc. Notice of Public Hearing
Proposed Annexation Report

Public Hearing

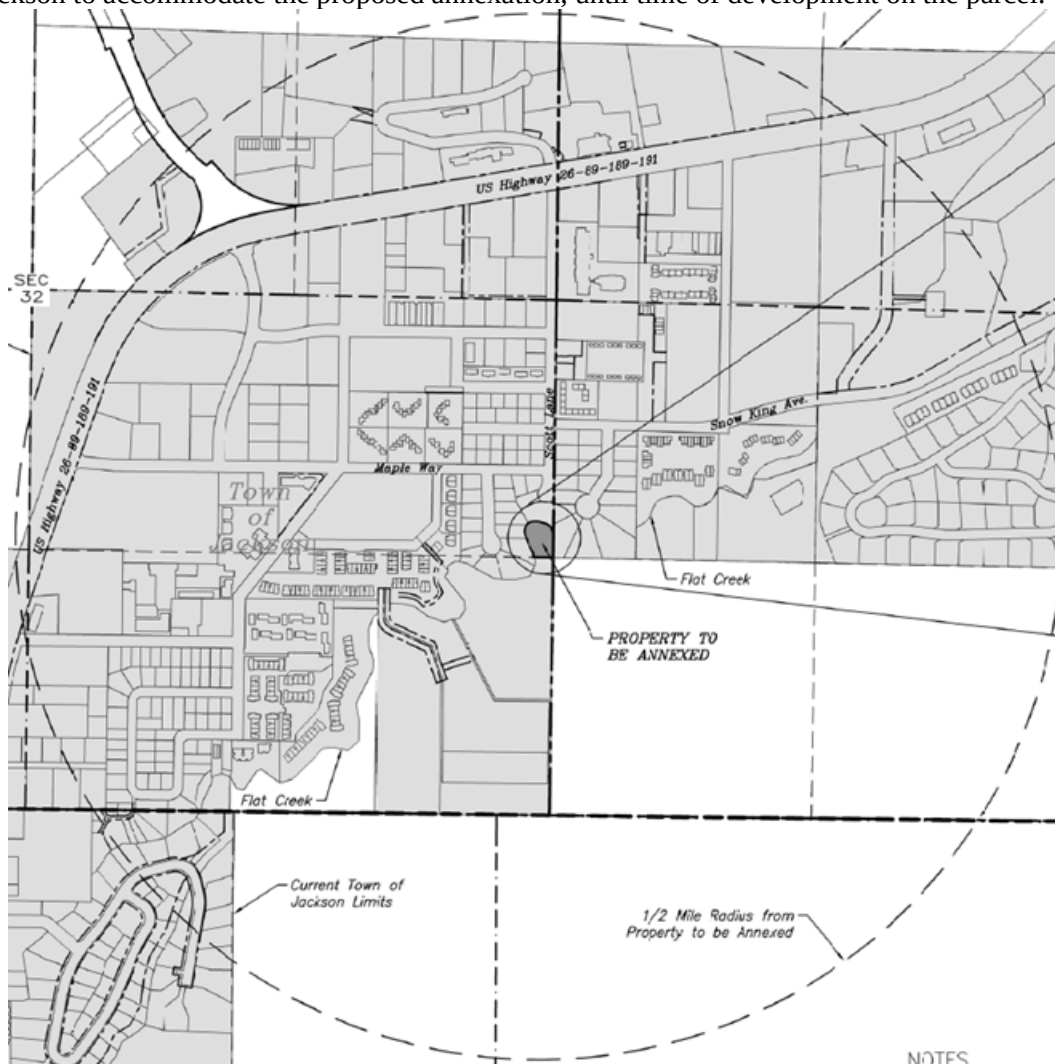
The Jackson Town Council will hold a public hearing on the proposed annexation of a .49-acre rural parcel located along Flat Creek. Parcel ID 22-41-16-32-4-00-022.

The public hearing will be on **May 17, 2021 at 6:00 P.M.** or as soon thereafter as the matter can be heard. The meeting will be held virtually from the Council Chambers located at Town Hall, 150 East Pearl Avenue. You have the option of remote attendance or in-person. The zoom link for this meeting may be found here **<http://townofjackson.com/491>** on the May 17, 2021 Town Council Regular Meeting at 6:00 PM agenda.

The purpose of the public hearing is for the Town Council to determine if the proposed annexation complies with the purpose of annexation found in Wyoming Statute 15-1-402.

The map below indicates the location of the roadway portion proposed for annexation with identifiable landmarks and boundaries of the area which will, as a result of the annexation then be brought within one-half (1/2) mile of the new corporate limits of the Town. The proposed annexation report is summarized as follows:

- This parcel is not connected to the Town's water and sewer system. A connection could be made to the Town's system at the end of the cul-de-sac. Basic and other services customarily available to residents of the Town of Jackson include water service and sewer service. This lot is currently vacant and undeveloped.
- Property taxes were \$247.95 for 2020, and \$218.10 for 2019.
- There would be no additional cost of infrastructure improvements required within the existing boundaries of the Town of Jackson to accommodate the proposed annexation, until time of development on the parcel.



Proposed Annexation Report

Parcel 22-41-16-32-4-00-022

A 0.49 acre Rural Parcel along Flat Creek

I. Map

A map of the area proposed to be annexed showing identifiable landmarks and boundaries and the area which will, as a result of the annexation then be brought within ½ mile of the corporate limits of the Town of Jackson is attached as **Exhibit A** to this Proposed Annexation Report.

II. Estimated Cost of Infrastructure Improvements to Landowner

This parcel is not connected to the Town's water and sewer system. A connection could be made to the Town's system at the end of the cul-de-sac.

This parcel is undeveloped, is in the Jackson Hole Land Trust Conservation Easement, and in the Flat Creek Water Improvement District. The conservation easement prohibits development. If the conservation easement is modified, the estimated cost to connect water and sewer is \$70,000.

III. Basic Services Available to Town Residents and Annual Fee

Basic and other services customarily available to residents of the Town of Jackson include water service and sewer service. This lot is currently vacant and undeveloped.

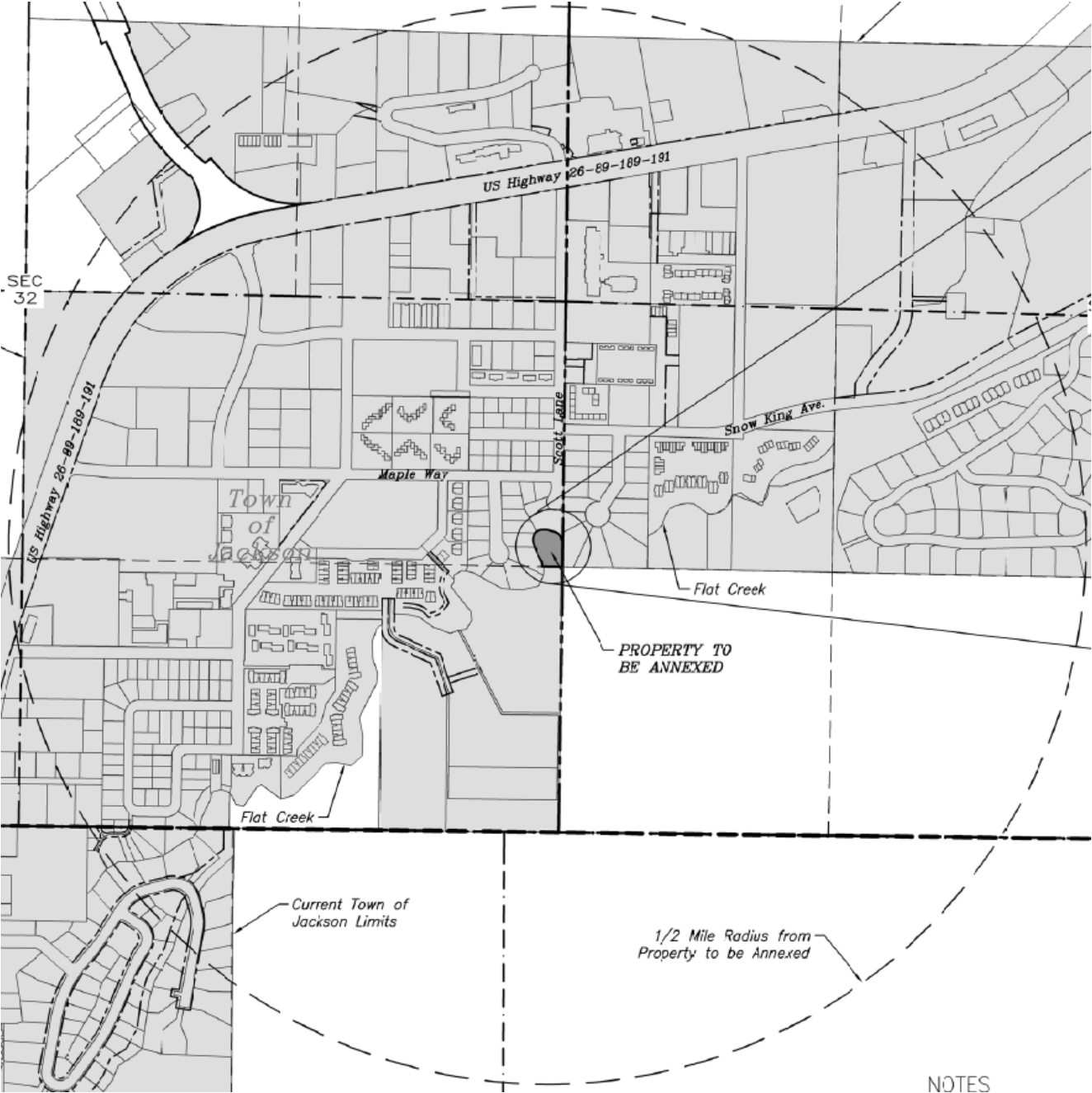
IV. Property Tax

Property taxes were \$247.95 for 2020, and \$218.10 for 2019.

V. Estimated Cost of Infrastructure Improvements for Town of Jackson

There would be no additional cost of infrastructure improvements required within the existing boundaries of the Town of Jackson to accommodate the proposed annexation, until time of development on the parcel.

Exhibit A



NOTES

RESOLUTION 21-07

A Resolution Initiating Annexation Proceedings for a Portion of Three Roadways and a .49 Acre Parcel into the Town of Jackson, Certifying Statutory Compliance of the Proposed Annexations, and Establishing a Date, Time, and Place when a Public Hearing will be held on the matter of Such Annexations.

WHEREAS, direction was provided by the Town Council on October 21, 2019, pursuant to W.S. § 15-1-404, to annex approximately 1709.7 linear feet of High School Road starting at South Park Loop Road and going east toward Highway 89; a portion of Highway 22 from where it contacts Highway 89 to the Town's western boundary; a portion of Highway 89 along the Town's northern boundary; and a .49 acre rural parcel along Flat Creek; and

WHEREAS, pursuant to W.S. 15-1-404(b), before proceeding with annexation, the Town of Jackson must determine if the areas proposed to be annexed comply with W.S. § 15-1-402 and should they comply, the governing body must adopt a resolution certifying compliance; and,

WHEREAS, a description of the lands contemplated for annexation is attached hereto as **Exhibit A, B, C, and D**; and,

WHEREAS, on this 12th day of April 2021, the governing body of the Town of Jackson met in public session to determine compliance of the areas with the requirements of W.S. § 15-1-402 set forth below and by adoption of this resolution certifying compliance, have determined that the annexation substantially complies;

NOW, THEREFORE, the Mayor and Town Council of the Town of Jackson, Wyoming, find that:

1. Annexing the Property into the Town of Jackson will enable the Town to better coordinate future development and transportation improvements in this important gateway area, which will benefit both residents and businesses in the annexed area and the community as a whole. The jurisdictional lines in these areas are irregular, creating challenges for law enforcement operations and public works maintenance responsibilities.
2. The Property and portions of the public right-of-way are situated adjacent to multiple properties that are within the Town's boundary. These annexations into the Town would provide a natural addition of the Town's boundary.
3. The areas sought to be annexed are a logical and feasible addition to the Town of Jackson, and the extension of basic and other services customarily available to residents of the Town shall, within reason, be available to the area proposed to be annexed.
4. The areas sought to be annexed are contiguous with the presently existing corporate limits of the Town of Jackson.
5. Franchise holders in the Town would be able to serve the Property and portions of the public rights-of-way if annexed. The Town of Jackson is prepared to amend current franchises if necessary.
6. As required, the proposed annexation report and public hearing notice will be sent by certified mail to landowners and public utilities. Staff will follow notification requirements as outlined in Wyoming State Statute.

BE IT FURTHER RESOLVED, pursuant to W.S. § 15-1-405, that on the 17th day of May 2021, at 6:00 o'clock p.m. or as soon thereafter as the matter can be heard, during a regular meeting of the Town Council of the Town of Jackson, a public hearing shall be held to determine if the proposed annexation complies with W.S. § 15-1-402.

IN ACCORDANCE WITH W.S. § 15-1-405(b) the Clerk shall give appropriate public notice of said hearing in compliance with applicable law.

ADOPTED AND DATED this 12th day of April 2021.

TOWN OF JACKSON

ATTEST:

Hailey Morton Levinson, Mayor

Sandra P. Birdyshaw, Town Clerk

STAFF REPORT



Meeting Date:	3 May 2021	Meeting Title:	Town Council Regular
Submitting Department:	Public Works	Presenter:	Floren Poliseo
Agenda Item:	B19-0393 Construction Management Plan at 135 N Cache St (Hotel Jackson Phase 2)	Public Comment:	Yes

Purpose & Policy Considerations.

Town Council consideration and discussion of the Construction Management Plan for Hotel Jackson Phase 2 as it relates to use of the public right-of-way for construction related activities and community impact.

Requested Action.

Consider approval of the proposed Construction Management Plan (CMP) and discuss any remaining items Council is concerned with.

Recommendations.

Staff recommends approval of the Construction Management Plan (CMP) for Hotel Jackson Phase 2 as presented.

Background.

At the March 15, 2021 Regular Town Council Meeting, Council discussed and heard public comment on a CMP that was denied. Council provided direction to staff and the applicant to conduct additional stakeholder outreach and return to Council with an updated CMP that addresses the issues raised in public comments.

Analysis.

Staff's role in reviewing the CMP is to balance constructability and safety with community impacts and concerns.

Following Council's direction at the March 15, 2021 meeting, the applicant took the following actions:

1. Met with their design consultant, their construction contractor, and several Town staff on-site to discuss the issues raised by neighbors and potential solutions.
2. Hosted a Zoom meeting with neighboring property owners, which was noticed through door-to-door contact and forwarded to other in-town business owners and stakeholders by one of the invitees.
3. Conducted follow-up conversations with some neighboring business.
4. Presented the revised CMP at a meeting hosted by Town Engineering to explain the updates and answer questions from neighboring properties/businesses and their lawyers.

The below is a summary of the updates to the CMP, related to the three items for consideration included in the staff report and discussed at the March 15, 2021 Council Meeting:

- a. Pedestrian Access** – Pedestrian access is proposed to be maintained on the west side of N Cache St for businesses on both sides of the construction site from either direction, throughout the duration of construction. Pedestrians will be able to cross the construction access and bypass the active construction site with barriers between them and road traffic and construction activity. A flagger and gates will stop pedestrians when trucks enter or exit the construction site, then allow them to pass once the entrance/exit is clear.
- b. Use of Right-of-Way** – The CMP as presented begins construction and use of the right-of-way in May of 2021 and continues for two years with final sidewalk installation and use of the right-of-way ending in April 2023. The applicant has presented a CMP that can be executed by the contractor and that maintains pedestrian access and two-way vehicular travel on North Cache St throughout the project. The current CMP includes heavy and frequent trucking during the summer season (June 15 through September 25) and it will be the contractor's responsibility to work with the high traffic and pedestrian volumes present during those times.
- c. Vehicular Detour** – While the project will be constructed in several phases, the CMP as it relates to use of the travel and parking lanes is proposed in two different staging configurations:

- **Stage 1:** This configuration is generally contained to within the parking lane and sidewalk area on the west side of North Cache St., with little to no encroachment into the south bound travel lane. The plan allows for travel within the established travel lanes in both directions and provides a continuous protected pedestrian access on the west side of Cache St. As proposed, this stage will be used for all of the project except for September through October 2021. The staging utilizes 5 parking spaces on the west side of Cache St.
- **Stage 2:** This configuration encroaches into the southbound travel lane. Vehicular traffic will be shifted to the east side of Cache St. in the vicinity of the construction. Continuous protected pedestrian access is provided on the west side of Cache St. As proposed this stage would be implemented September and October 2021. The staging utilizes 7 parking spaces on the west side and 7 parking spaces on the east side of Cache St. There is a variation for concrete pours that will utilize 8 parking spaces on the west side of the road for a day at a time. The plan also includes a concrete barrier set on the east sidewalk, narrowing the walkway to about six feet, to provide a barrier between the shifted traffic and the pedestrians.

As presented the project will predominantly function in Stage 1. Because it is not practical to predict and provide for every situation on a project this size, there may be times in either stage where modifications are needed.

PUBLIC COMMENT

The below is a summary of concerns that were brought up during public comment:

- d. **Construction Start Date** – Much of the public comment received since these revised plans were discussed states that a preferred start date of November 1 or later would benefit adjacent businesses because summer is their busiest season and the pandemic impacted business last summer.
A later start date presents other challenges with building codes, pedestrian and traffic control, legal issues, and snow management operations due to certain construction activities occurring in different seasons than currently presented. The revised plan addresses concerns regarding work performed during the June 15-September 25 restriction and the contractor faces challenges that any user of the downtown faces during this period. The project as proposed includes two summer seasons regardless of the start date.
- e. **Vibration** – The proposed shoring minimizes vibration.
- f. **Structural Collapse at Neighboring Buildings** – The purpose of the proposed shoring system is to prevent structural failure surrounding the work zone.
- g. **Traffic Backups on North Cache Street** – The proposed CMP Stage 1 configuration, which is proposed for all but two months of the project, maintains both lanes of travel in their normal configuration. The Stage 2 configuration involves a double lane shift to the east and is currently proposed for the shoulder season in September and October 2021. The proposed CMP includes a plan to stage trucks off-site until they are ready to be moved into the construction site, in an effort to minimize disruption to traffic on North Cache Street. Significant deliveries would be planned for off peak and early morning hours.
- h. **Dust** – The CMP includes dust mitigation measures to minimize dust produced from the site.
- i. **Business Signage / Marketing** – The CMP includes more information regarding advertising for adjacent businesses and increased signage, including logos, to inform people that the businesses are open and accessible during construction.
- j. **Parking** – The applicant proposes using private property that they own in the vicinity of the project for contractor parking as well as encouraging carpooling. For time restricted parking spaces not permitted to be utilized for construction, parking will be enforced for vehicles parked on the road per normal operations. Utilizing parking for construction requires an encroachment permit and fees would apply per code.
- k. **St. John's Cranes and Shoring** – The CMP no longer proposes a crane on the church property. At the time of staff report preparation negotiations were ongoing with the church on an agreement to use parts of their property for shoring. While a condition of the building permit, this shoring is not critical to the CMP.
- l. **Prior Comments** – The updated CMP generally addressed prior comments and staff will coordinate with the applicant on minor revisions to this CMP.

In general, the updated CMP reduces impacts of the project to residents, businesses, and guests throughout construction and enables pedestrian access to all businesses adjacent to construction throughout the duration of the project. The CMP is a working plan and subject to future modifications and adjustments.

Alternatives (Optional).

Town Council may choose to:

1. accept the CMP as presented.
2. deny the CMP as presented.
3. Continue the CMP with request to have the CMP revised and brought back to council at a later date.
4. other

Comprehensive Plan & Priority Alignment.

While the CMP does not directly relate to the Comp Plan, the proposed development supports the following Comp Plan Policies:

Common Value 2: Growth Management

4.1.d: Maintain Jackson as the economic center of the region

The new lodging units, restaurant and spa on this property will help add visitors and new residents within easy walking distance to downtown Jackson shops, amenities, and transportation options.

4.2.d: Create a Downtown Retail Shopping District

While no retail is proposed with this project, the addition of visitor lodging facilities within easy walking distance of the stores and restaurants of downtown will help support a vibrant, year-round retail district in the downtown.

4.2.f: Maintain lodging as a key component in the downtown

The proposed new lodging units are within walking and biking distance to the Town Square Area.

Common Value 3: Quality of Life

6.2.b: Support businesses located in the community because of our lifestyle

Hotel Jackson is a local business that has been in the Valley for a number of years. This proposed development will continue to support jobs.

6.3.a: Ensure year-round economic viability

While no retail is proposed with this project, the addition of visitor lodging facilities within easy walking distance of the stores and restaurants of downtown will help support a vibrant, year-round retail district in the downtown.

7.1.c: Increase the capacity for use of alternative transportation modes

The proposed redevelopment will provide visitor accommodations in the heart of downtown Jackson where all of the alternative modes of travel – walking, biking, and transit – are convenient and readily available.

Fiscal Impact.

Public Right of Way (Encroachment) Permit fees for use of the time restricted parking spaces would be approximately \$355,000.00.

Staff Impact.

Town Administration, Planning, Public Works, Legal and Engineering staff have provided approximately 90 hours of review and coordination time on the CMP. During construction staff will likely spend 1-3 hours per week for the duration of construction checking the project, reviewing traffic control, processing right-of-way permits, responding to requests, making inspections, etc. (103-310 hours total during construction).

Attachments or Links.

- Proposed Construction Management Plan, 4/23/2021.
- Conditions of Approval, 5/7/2021

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

I move to direct staff to approve the Construction Management Plan (CMP) for Hotel Jackson Phase 2 as presented, subject to the attached conditions of approval, and subject to any future modification as may be required by the Town.

Construction Management Plan – *APPROVED WITH CONDITIONS*

B19-0393

ADDRESS: 135 N Cache (Hotel Jackson Phase 2)

OWNER: Stage Stop, Inc.

APPLICANT: Wapiti Corp

5/10/2021

Brian Lenz, 733-3079

DATE OF SUBMITTAL: 4/23/2021

DATE OF MATERIALS: 4/23/2021 Letter/Plan/Materials

REVISION NO.:04

CONDITIONS OF APPROVAL:

The following items shall be considered part of the provided or addressed in your revised submittal:

1. The northeast property corner of the project must remain in place or only be disturbed with agreement from the Town and the Church.
2. Curb and Sidewalk replacement requires pedestrian access be maintained and a modification to the Stage 1 plan is expected.
3. Because the sidewalk and curb removal were not contemplated during the building permit, post building permit issuance, an addendums for sidewalk and curb replacement will be required.
4. Include the flagger ahead warning sign only if required.
5. MASH attenuator must function in freezing conditions, e.g. water filled containers will freeze into solid blocks, sand or potable antifreeze alternatives.
6. All proposed signage for adjacent businesses shall be in place prior to any construction fencing being installed within the right of way.
7. Painting out of the locations for various components of the plan within the right of way may be required by the Town.
8. Recommend including Keep Left, Keep Right, Trucks Entering Roadway, Construction Only, lane shift signs, etc. in the immediate vicinity of the traffic control to help inform the public.
9. All materials transported from offsite staging shall be secured and contained to within the travel lane. Large or oversized loads require Public Right of Way Permits prior to transportation.
10. This plan is a working document and subject to modifications by either the Town or Applicant. The Applicant is responsible for implementing the plan, coordinating any revisions with the Town, and notifying the public in advance of any approved changes to the plan.



Construction Management Plan

for

Hotel Jackson Phase 2

135 N. Cache

Town of Jackson

April 23, 2021

List of Maps and Figures for Site Plan:

- Exhibit 1 - Traffic Construction Staging Roadway Cross Section (All Stages)
- Exhibit 2 - Traffic Staging (Stage 1)
- Exhibit 3 - Traffic Staging / Vehicle Turning Model (Stage 2A – Non-Pour Days)
- Exhibit 4 - Traffic Staging / Vehicle Turning Model (Stage 2B – Pour Days)
- Exhibit 5 - Demolition, Excavation & Shoring - Generalized Site Map (Traffic / Pedestrian Stage I)
- Exhibit 6 - Concrete, Foundations, & Steel Erection - Generalized Site Map (Traffic / Pedestrian Stage II - Double Lane Shift)
- Exhibit 7 - Structure Enclosed / Siding & Interior Work - Generalized Site Map (Traffic / Pedestrian Stage I)
- Exhibit 8 - Structure Enclosed - Site Restoration & Turnover
- Exhibit 9a - Traffic Control Plan – Vehicular Signage
- Exhibit 9b - Traffic Control Plan – Pedestrian Signage
- Exhibit 10a - Traffic Control Plan (Traffic Stage 1A Non-Working Hours)
- Exhibit 10b - Traffic Control Plan (Traffic Stage 1B Working Hours)
- Exhibit 11a - Traffic Control Plan (Traffic Stage 2A - Double Lane Shift – Non-Pour Days)
- Exhibit 11b - Traffic Control Plan (Traffic Stage 2B - Double Lane Shift – Pour Days)
- Exhibit 12 - Large Truck Staging Map
- Exhibit 13 - ADA Ramp Diagrams
- Exhibit 14 - Median Barrier Schematic
- Exhibit 15 - Attenuator Specifications
- Exhibit 16 - CMP Neighborhood Outreach Summary Map
- Exhibit 17 - Neighborhood Outreach Contact List
- Exhibit 18 - Summary of Comments from CMP Neighborhood Meeting
- Exhibit 19 - “Open for Business During Construction” Signage concept
- Exhibit 20 - Concrete Washout Specifications



HOTEL JACKSON PHASE II GENERAL PROJECT OVERVIEW

Hotel Jackson Phase II Construction is the continuation and completion of a two-phase development plan that was approved and planned as a part of the original Hotel Jackson development. This part of the project primarily includes support areas and added public amenities, additional lodging units and expanded food and beverage options for hotel guests and the public. This construction was always planned to be completed separately and after Phase I was completed. The building will front 135 N. Cache Street and connect to the existing Hotel Jackson at 120 N. Glenwood. Given site constraints, which were known would exist upon receiving the original phased approval plan from the Jackson Town Council, use of the Town right-of-way is necessary for the safe and successful completion of this project.

As such, we have developed the following construction management plan (CMP) which aims to balance three main priorities:

1. Continual safe pedestrian access to neighboring properties and their respective businesses.
2. Always maintaining two lanes of traffic (one northbound, and one southbound) during the entire construction process.
3. Ensuring that the plan is executable and safe while maintaining the aforementioned priorities.

We know that there may be instances or circumstances that arise that we have not anticipated. Having the flexibility to adjust, while balancing and respecting our priorities, will help us navigate those unanticipated circumstances and contribute to the success of the project. Changes to the CMP will be done in coordination with the Town of Jackson and will be communicated to the neighbors in the immediate vicinity prior to execution.



TRAFFIC AND PEDESTRIAN PLAN NARRATIVE

In order to execute on our CMP plan, we have identified two different pedestrian/traffic plans, herein referred to as Stage 1 and Stage 2.

- **Stage 1:** This stage utilizes the equivalent of approximately 5 parking spaces (TBD by TOJ) on the west side of Cache Street 116 feet. This area will allow for the safe entry and exit of construction vehicles, equipment, and materials into and in front of the construction site (“Construction Zone”). The Construction Zone and Pedestrian Walkway during this time will not encroach into the vehicular travel lanes and only encumber the parking lane and a portion of the existing sidewalk. When the site does not have active entry and exit, these parking spaces will be utilized by the contractor and their subcontractors for staging, supplies, access, and other construction related activities that contribute to the successful execution of the project. Unless a vehicle or equipment is actively accessing or departing the construction zone, pedestrian access will always be available through the proposed Pedestrian Walkway which safely circumnavigates the construction site (Exhibit 2).
- **Stage 2:** This stage can be broken into two different sub-phases, both of which require a double land shift, called Stage 2A and Stage 2B. ***Stage 2A will be the primary configuration (6 days a week), whereas Stage 2B will be the configuration only 1 day per week during concrete pouring. Stage 2B will not occur on a Sunday in consideration of St. Johns Church functions.***
 - **Stage 2A** utilizes the equivalent of approximately 6 parking spaces or 137 linear feet on the west side of Cache Street and the equivalent of 7 parking spaces on the east side of Cache Street or approximately 148 linear feet. The Construction Zone and Pedestrian Walkway in Stage 2A would partially extend into the southbound travel lane of Cache Street. These additional eastern 7 parking spaces allow for a safe “double lane shift” and provide the Construction Zone with additional width to accommodate wider equipment. During this stage, two lanes of travel will be always maintained that meet or exceed Wyoming Department of Transportation minimum standards per WYDOTs Traffic Control for Roadway Work Operations (2011). When the site does not have active entry and exit, the west parking spaces will be utilized by the contractor and their subcontractors for staging, supplies, access, and other construction related activities that contribute to the successful execution of the project. The eastern parking spaces will act as a roadway. Unless a vehicle or equipment is actively accessing or departing the construction zone, pedestrian access will always be available through the proposed Pedestrian Walkway on the west, which safely circumnavigates the



construction site. Pedestrian access will not be inhibited at any time on the eastern sidewalk (Exhibit 3).

- **Stage 2B** utilizes the equivalent of approximately 8 parking spaces or 175 linear feet on the west side of Cache Street, and the equivalent of 7 parking spaces on the east side of Cache Street or approximately 148 linear feet. The Construction Zone and Pedestrian Walkway in Stage 2B would partially extend into the southbound travel lane of Cache Street. These additional eastern 7 parking spaces allow for a safe “double lane shift” and provide the Construction Zone with additional width to accommodate wider equipment. During this stage, two lanes of travel will be always maintained that meet or exceed Wyoming Department of Transportation minimum standards per WYDOTs Traffic Control for Roadway Work Operations (2011). When the site does not have active entry and exit, the west parking spaces will be utilized by the contractor and their subcontractors for staging, supplies, access, and other construction related activities that contribute to the successful execution of the project. The eastern parking spaces will act as a roadway. Unless a vehicle or equipment is actively accessing or departing the construction zone, pedestrian access will always be available through the proposed Pedestrian Walkway on the west, which safely circumnavigates the construction site. Pedestrian access will not be inhibited at any time on the eastern sidewalk (Exhibit 4).
- **ADA RAMPS:** During both Phase I and Phase II, ADA compliant ramps will be installed on the North and South ends of the Pedestrian Walkway on the west side of Cache for compliant access off and back up to the boardwalk. Street level ADA ramps will adhere to WYDOT standard plans (608-1B), (Exhibit 13).
- **VEHICULAR SIGNS:** MUTCD compliant signage will be utilized to ensure drivers are aware of any necessary conditions and safety considerations. Prior to producing MUTCD-compliant signage we will seek the required approval and guidance from the Town of Jackson (Exhibit 9A).
- **PEDESTRIAN SIGNAGE:** Detailed pedestrian signage is planned for the many surrounding businesses. These “A-Frame Sandwich Board” signs will incorporate business logos and be placed on boardwalks at a variety of locations near the vicinity of the Construction Zone to ensure the surrounding public is aware that these businesses are open. Sandbags will be used to ensure that signs will not blow away during weather. Walkway signage will ensure pedestrians know there is pedestrian access around the construction site and will help direct them. Signage may also be incorporated into the decorative construction fencing as well as business logos and partner info (Exhibit 9B & 19).



ANTICIPATED STAGE TIMING AND DURATION

At the beginning of construction and for approximately 5 month or until construction dictates the need for a wider construction site, we propose the Stage 1 traffic and pedestrian configuration. Subsequently, we propose the Stage 2A and Stage 2B plan. Mindful of snow removal and overnight parking restrictions in the public right of way, this plan is anticipated to be run until the end of October. If necessary, we will seek permission for continued use of the Stage 2 plan beyond November 1st on a day-to-day basis. We will then revert to the Stage 1 plan for the duration of the construction. We plan to adhere to finishing the project in the Stage 1 configuration, but if more space is necessary due to a short or medium-term need for a mobile wheeled crane, or other unanticipated condition, we may revert to a Stage 2A or 2B layout. If this must occur, we will coordinate closely with the TOJ and neighbors to minimize public impact, general traffic confusion, address any snow or other conditions and minimize time spent in the ROW.

- **STAGE TIMING:** START DATE (STAGE 1) MAY – SEPT – TRANSITION (Stage 2) SEPT -OCT.– TRANSITION (STAGE 1) - NOV – COMPLETION.

PROPOSED SCHEDULE

Total construction time estimated to be 24 months¹

Anticipated construction timelines are set forth below and subject to adjustment:

- Weeks 1 & 2 (Traffic / Stage 1 Pedestrian and Vehicular Traffic Plan - May 2021)
 - Erect construction fencing, decorative screening and install pedestrian walkway that extends to the fog line of the West Cache Street parking lane.
 - Sidewalk and Curb removal
 - ADA ramp construction
 - Asbestos removal
- Weeks 3-5 (Traffic / Stage 1 Plan – May-June 2021)
 - Site Preparation
 - Structural Demolition
- Weeks 6 -20 (Traffic / Stage 1 Plan – June-August 2021)
 - Excavation/Shoring/Foundation
- Weeks 20 -35 (Traffic / Stage 2 Pedestrian and Vehicular Traffic Plan – September-October 31, 2021)
 - Above grade shell construction
 - Divert pedestrian traffic into Pedestrian Walkway allowing pedestrian access along the entirety of the west side of Cache.

¹ Note: changes to the CMP may increase the total time for construction.



- Update local business signage to reflect sidewalk detour and business access.
- Week 35 (Traffic / Stage 1 Plan – November 1, 2021)
 - Return to Traffic / Pedestrian Plan Stage 1. At this point we will coordinate with the TOJ to pull the barriers back to the fog line and return vehicular traffic to normal. The pedestrian walkway will remain but be shifted to the west to reclaim the vehicular travel lanes.
 - Remove pedestrian walkway from right-of-way.
 - Move construction fencing and Jersey Barriers back to fog line (parking lanes)
 - Re-arrange signage to reflect sidewalks and businesses are open access.
- Weeks 41+ (Traffic / Stage 1 Plan - January 2022 through completion)
 - Above Grade Shell Construction Continues
 - Exterior/Interior
 - We will work on finalizing the east façade of the new building first to minimize impacts in the right of way. We plan to adhere to the Stage 1 Plan, although if more space is necessary, we may revert to a Stage 2 layout. If this must occur, we will coordinate closely with the TOJ to minimize public impact, time spent in the ROW, and general traffic confusion.
- Week 103 (Traffic / Stage 1 Plan – April 2023)
 - Sidewalk and boardwalk restoration

CONSTRUCTION SCHEDULE & TIMING IMPACTS

The original CMP presented to the Jackson Town Council and the Public proposed an 18-month construction timeline. The currently proposed schedule is expected to take approximately 24 months. The difference between these two timelines is attributable to the tradeoff's that have been incorporated with public input, immediate and surrounding neighbor meetings and suggestions from the Town of Jackson.

- **SCHEDULE DIFFERENCES:** Our original CMP, and a separate CMP prepared by a different contractor initially contemplated closing the sidewalk during the entirety of construction whereby pedestrians could not cross in front of the Construction Zone. Our current plan ensures continued pedestrian access at all times of the construction process. While this might not seem like a significant difference, it should be noted that the front of the construction zone is our only access, and balancing pedestrians and construction activities will inevitably decelerate the construction schedule.
- **CRANE:** Our original plan proposed two smaller, less intrusive cranes so that we could work more efficiently with multiple coordinated picks. Our current CMP, based on neighborhood comments, utilizes a single tower crane, centered on the



construction site, which will require multiple picks to ensure safety and not swinging materials over neighboring buildings. This single crane reduces speed and efficiency.

- **START TIME:** The original CMP proposed an April start time in order to take advantage of off-season and have sufficient time during warm weather months to complete the tasks better suited for warm weather. Our current schedule has been modified to a May start. It has been suggested that we should start construction in November of this year. We do not feel this is necessary as we are proposing a plan that maintains continual pedestrian accessibility to neighboring properties and businesses, two lanes of vehicular traffic, and balances the above two with safety and constructability. Considering other prominent projects have been allowed to utilize the public right of way during summers months, while providing similar considerations, we believe requesting a late fall/winter start to be an unreasonable request to make.
- **WINTER CONDITIONS:** Starting during the fall will add additional time and serious constraints on construction which could extend total construction from 24 to more than 32 months due to excavation, shoring and concrete work occurring during winter conditions. Most construction projects in Jackson go to great lengths to avoid excavation and concrete work in the winter.

PUBLIC RIGHT-OF-WAY WORK AND ENCROACHMENT

Our proposed schedule will require use of the public right-of-way to complete all stages of the project. Excavation, shoring, concrete, and steel erection is anticipated to take 8 months. In response to neighbor concerns, instead of proposing to close the west sidewalk of Cache to pedestrian traffic, we propose to include the Pedestrian Walkway which will require the use of the equivalent of 5 parking spaces (See Exhibit 2) on Cache Street to allow for removal of material and material deliveries. This will allow pedestrian access to St. John's Church on the north end, and Gaslight Alley businesses and stairwell on the south end. While this will increase the total construction time, as stated previously, maintaining continual pedestrian access is part of our 3 main CMP principals.

We have analyzed entry and exit into the space with a series of vehicle turn models prepared by Civil Engineers at Y2 Consultants and have concluded that there is adequate space to enter and leave construction area in a manner that is safe for pedestrians, normal vehicular traffic, and construction vehicles (Exhibits 2-4).

- **VEHICULAR TURN MODEL:**



- **STAGE 1:** Civil Engineers at Y2 Consultants have provided a turn model for Stage I. This model shows ample space and the ability of a vehicles 35 feet in length to be able to safely enter and leave the Construction Zone. The total length needed to achieve this is 116 feet. It provides for continual pedestrian access as well as two-way traffic. In Stage 1, the southbound lane will be 11.75' wide, well above the minimum standards for WYDOT. The northbound lane will be 12.5' wide. This is the most common configuration and represents most of the construction project (Exhibit 2).
- **STAGE 2A:** Civil Engineers at Y2 Consultants have provided a model showing a double lane shift scenario. This scenario will be used for the majority of Stage 2, while concrete pouring is not occurring. This stage will use a double lane shift to accommodate construction staging, specifically pump trucks. During this Phase II A, which represents the bulk of this stage, 137 linear feet of public right-of-way will be requested on the west side of Cache St. These 137 feet represent the minimum length necessary for construction vehicles to enter and exit the construction zone. The east side will require 168 linear feet of public right-of-way to accommodate the lane shift. In addition, a Jersey Barrier will be provided along the east curb line for the duration of the lane shift for pedestrian protection (Exhibit 3).
- **STAGE 2B:** Civil Engineers at Y2 Consultants have provided a model showing a double lane shift scenario. This model will be used once per week during the concrete pour days. As we will be staging two vehicles, the pump truck, and the cement mixer, one in front of the other, we need additional length to allow the safe exit of the cement mixers. 175 linear feet of public right-of-way will be needed to accomplish this turning movement. Once the cement mixer has completed its pour and is ready to depart, it will back up and then pull out into traffic. This will ensure that no traffic is disrupted as it can continuously flow. The east side will require 168 linear feet of public right-of-way to accommodate the lane shift. In addition, a Jersey Barrier will be provided along the east curb line for the duration of the lane shift for pedestrian protection (Exhibit 4).
- **USE OF LARGER TRUCKS:** In response to comments that we consider using larger trucks for efficient loading during excavation, due to turn radius, town road constraints, traffic impacts, and other concerns, we have concluded that utilizing standard dump truck and flatbed models will result in quicker and safer deliveries and constructability.



- **CURB AND BOARDWALK:** The curb and boardwalk in front of the subject area will be removed and replaced per Town of Jackson Public work standards (boardwalk) located on the town engineering website, as well as WYDOT standards for the curb. See project schedule for estimated tear-down and restoration dates, and Exhibit 8 for a visual extent of boardwalk and curb replacement.
- **ADA ACCESS:** Pedestrians will travel on an ADA and WYDOT (608-1B) compliant surface between the sidewalk and Pedestrian Walkway. The inner barrier of the pedestrian walkway will be delineated with a detectable edge line for pedestrians with visual disabilities. This is an imperative component to maximize public safety and minimize delays to pedestrians, vehicles, and construction traffic (See Exhibit 13).
- **RIGHT OF WAY:** The owner and contractor are aware that the right-of-way is a shared use area, including community special events and Town capital improvement projects. They will coordinate with the Town to accommodate these events.

PUBLIC IMPACT & COMMENTS

The owner/applicant, as directed by the Jackson Town Council, has coordinated with the Town to identify those properties and businesses most impacted by the pending construction. As such, we have been in direct discussions with our neighboring businesses and landowners as well as their respective representatives about how we can accommodate their concerns, while proceeding with our construction plans in a timely manner.

- **Outreach/Transparency:** On March 31, 2020, the developer hosted a neighborhood Zoom meeting with 39 attendees. While no sign in sheet was available, the attendees included the developer's direct neighbors and many surrounding businesses on North Cache. After the meeting, the developer met onsite with 5 additional individuals and interested parties from neighboring businesses. We continue to meet with businesses and neighbors as we finalize the CMP and have made our contact information available to answer questions and address concerns.
 - Please see attached distribution list for local businesses, neighborhood outreach map (Exhibit 16), correspondence summaries and a summary of questions, concerns and comments raised at the neighborhood meeting (Exhibit 17).
- **Public Alley:** The alleyway on west Deloney is currently used for material deliveries, waste removal and safety egress for Hotel Jackson, Gaslight Alley Businesses and



Skinny Skis. This alleyway is shared among the adjacent businesses, construction deliveries utilizing this access point will be no more intrusive than current or past business uses to avoid disruption of regular alley uses. If construction deliveries are necessary in this area; deliveries will be at times that do not conflict with the peak use periods (late mornings and afternoons) and be completed timely. Given the feedback from the Town and our neighbors, no crane use or concrete pumping is proposed in the alleyway.

- **Pedestrian Access:** The owner/applicant recognizes the importance of continuous foot traffic on both sides of North Cache and is proposing a traffic control plan that will allow for two-way vehicular traffic while simultaneously allowing pedestrian traffic on both sides of the street from the start to the end of construction. This will allow neighboring business owners to capitalize on the summer and winter seasons. Both the Stage 1 and Stage 2A and 2B Pedestrian and Vehicular Traffic Plans allow for two-way vehicular traffic on Cache Street and safe pedestrian walkways that skirt the construction site allowing access to all businesses on the west side of Cache Street. The entrance to Browse and Buy, St. John's church, and the stairwell to the upstairs businesses of Gaslight Alley, and Gaslight Alley walkway will not be blocked by construction activities (Exhibits 9-11).
- **Mid-Street Crosswalk Denial:** The developer reached out to WYDOT Traffic Engineer Darin Kaufman requesting a mid-street crosswalk which he verbally denied. During a draft CMP review, Mr. Kauffman's written response during CMP review is as follows: "Pedestrian route is maintained during all stages, therefore the need for pedestrian crossing mid-block is not necessary." "Midblock crossings are not desirable per MUTCD (6D.01) near the work area..." The applicant and the contractor do not believe that a mid-street cross walk is feasible or necessary WYDOT's comments and the pedestrian access.
- **Dust Control:** Neighbors have raised concerns about dust during excavation. Best practices will be used to reduce the associated impacts of dust including the use of water to keep dust down, drive off mats for trucks exiting the construction site and load tarps for dump trucks as they transport loads. Soils and dirt will not be stockpiled during excavation which negates a major contributor for dust on site. Loads will be dug and loaded directly into dump trucks further reducing the propensity for dust.
- **Business Signage/Marketing:** Signage will be strategically posted around the immediate and surrounding vicinity, with their logos, on a sandwich board like apparatus, stating that those specific businesses, in the immediate vicinity of the Construction Zone, are open for business. The construction fence screening will also



be used to market the hotel project, neighboring businesses and look aesthetically appealing (see example of style of screening) to further enhance the pedestrian walkway. The developer will look at newspaper and or radio advertisements to further ensure that the public knows that these businesses are open during construction. The intent is ensuring that the public has the best information possible and knows that these businesses are open (See Exhibit 9B and 19).

CONSTRUCTION PARKING, DELIVERIES, AND STAGING

- **STAGING YARD:** Deliveries between the staging yard on Gill and Glenwood and the construction site will be primarily by truck with secure loads. There will be no forklift transportation between the two sites or in the right-of-way from June 15th – September 15th. (See Exhibit 12)
- **CONTRACTOR PARKING:** The contractor and applicant understand the importance of downtown parking for the surrounding businesses. The contractor will direct their subs not to use street parking. Additionally, subcontractors having to move their vehicles every 3 hours will disrupt work activity. To help ensure this happens, the developer will be using privately owned surrounding vacant properties in the immediate vicinity of the project site for construction worker parking located off the alley between Glenwood and Millward and Gill and Deloney. This is perceived to be ample contractor parking. Additionally, crews will be encouraged to carpool. Offsite staging for large trucks, materials and other will be at privately owned property.

SITE LOGISTICS

- **WORK HOURS:** Anticipated work hours will be within the allowed hours of 7AM-7PM Monday thru Friday. Weekends/Holidays work hours 8AM-5PM as needed to maintain or exceed the projected schedule.
- **PEDESTRIAN ACCESS/SAFETY:** The continuous walkway ensures that if no construction is happening or if the work occurring is completely within the Construction Zone, there will be unconstrained pedestrian access from the North and the South around the job site. During times when vehicles, or materials are accessing the site or crossing through pedestrian walkway, the contractor will provide pedestrian safety personnel workers at each gate or as needed to ensure pedestrian safety. Barricades, jersey barriers, candles, signage, and gates are planned to direct and protect pedestrian traffic. See exhibits 7 & 9B for proposed sign locations and verbiage. Applicant will work with TOJ if necessary, to further modify signage for exact verbiage.



- **TRAFFIC CONTROL PLANS:** See attached diagrams for illustration of truck traffic and traffic control for Stage 1 and Stage 2A & 2B of the project (Exhibits 9-11). Idaho Traffic Safety worked in conjunction with Y2Consultants Civil Engineering to prepare detailed Traffic Control Stage Plans, pedestrian signage, and detour maps, and a MUTCD compliant vehicular signage map.
- **VEHICULAR COORDINATION:** When construction vehicles are ready to enter the Construction Zone, they will radio ahead from the staging area depicted in Exhibit 12. The pedestrian safety personnel will maneuver the gate to temporarily block pedestrian traffic and safely keep them back from the driveway. The gate also opens the construction site to the entering vehicle. The vehicle, like a car driving down the road pulls directly into the construction site without impacting any traffic. Once the vehicle is in, the gate will be maneuvered back so that pedestrians can resume walking through the walkway and construction activity continues. When a vehicle exits, the same will happen, the gate will open, pedestrians will be temporarily stopped and the vehicle will gently merge with the oncoming traffic, like a car leaving its parallel parking space on Cache Street.
- **DELIVERIES:** Significant deliveries to the Construction Zone will be scheduled during off peak and early morning times to reduce any potential vehicular or pedestrian impacts.
- **CONSTRUCTION OFFICES:** Construction Site Offices located directly South of project site, in offices above Gaslight Alley at 35 West Deloney.
- **TEMP FACILITIES:** All temporary facilities, i.e., Trash Dumpsters, Temporary Bathrooms will be located within the site and relocated as needed to facilitate work.
- **CONSTRUCTION FENCING:** The construction fencing will not inhibit pedestrian entrances to Gaslight Alley or St. John's Episcopal Church (Exhibits 2-4). Construction fencing will have decorative screening by local artisans and graphic designers to enhance the visual aesthetics to pedestrians. We are also working with local artists to increase the visual appeal of the jersey barriers. See concept example below:



STORMWATER MANAGEMENT

- **STORMWATER:** This project spans from lot line to lot line, and all stormwater calculations have been included as part of the building permit plan-set. Jersey Barriers will be cleaned and closely inspected for stormwater impediments.
- **EXCAVATION:** During the excavation stage precautions will be taken to ensure runoff in the right of way remains free of construction debris – I.E., straw wattles within the gutter draining away from the project site, workers available to sweep/clean any stray dirt/debris.
- **WASHOUTS:** Concrete washout devices will be included (please see Exhibit 20 for detailed specifications) and all excess concrete left in the shoot will be washed into the device. When left over material is dry, it will be put in a dump truck and disposed.

SHORING

- **COORDINATION:** The installation of this project's foundation and below-grade structural construction are anticipated to require coordination and planning prior to and during execution to arrive at a reasonable and prudent impact to the Town, adjacent property owners, and public.



- **RIGHT OF WAY:** During excavation, shoring, concrete work and steel erection, construction equipment and trucks will only encroach on the sidewalk area and parking lane within the Construction Zone, with a concrete barrier forming the Pedestrian Walkway on the west side of Cache Street providing for uninterrupted pedestrian access to businesses from the start of construction.
- **SYSTEM:** The shoring system consists of vertical micropiles the first 16 feet down from existing grade, and horizontal soil nails below that. Easement agreements for the micropiles located into adjacent properties and the public right of way have been filed. Gaslight Alley has executed such an agreement, the Town of Jackson has approved its encroachment agreement. The developer is still in discussions with St. John's at this time.
- **PROCESS:** Excavation and shoring will occur in 6-8' lifts. Dirt is removed to the required level, micropiles and soil nails are then installed, shotcrete is sprayed on the vertical faces and the next lift begins. Vertical concrete walls are subsequently formed and poured.
- **FAMILIARITY:** This shoring system has been utilized multiple times in the Jackson Town Square area and does not create significant ground vibration or high noise levels. Utilizing this system is more advantageous than driving steel pylons which have a significant noise impact.

CRANE OPERATIONS

- **LOCATION & RADIUS:** Please see attached site plan (Exhibit 3) for the proposed crane location and lift radius. We currently plan to stage just one crane on site in the elevator shaft of the proposed development.
- **PICKS:** Locations for delivery and picking of material shown on attached site plan.
- **SAFETY:** Material picks are not allowed adjacent to areas open to the public unless they are within a fenced construction zone. Cranes will be operated by a certified operator and follow industry and OSHA standards.



STABILIZED CONSTRUCTION ACCESS

- **PUBLIC RIGHT OF WAY:** Excavation trucks will be loaded with material in the public right-of-way (Sidewalk/Parking Lane) inside of the Construction Zone.
- **PUMP TRUCKS AND WIDE EQUIPMENT:** Adequate space has been allocated for concrete and pump trucks in the construction zone. The designated area has been modeled to show adequate access during all phases based on maximum vehicular dimensions. During entry and exit of construction vehicles and materials, pedestrian safety has been considered and barriers as well as signage will be used to ensure a safe working environment. (Exhibit 2-4)
- **SITE CLEANLINESS:** Labor will be on hand to remove and clean any excess material that gets tracked into the right-of-way. Neighboring businesses and adjacent boardwalk will be monitored for cleanliness daily.
- **COORDINATION:** Trucks will not stage, queue, or stand in the travel lanes or parking area. They will only stage in the fenced off construction staging area. If necessary, large trucks may stage on owner/applicant's private lot, entering through N. Glenwood and exiting on Gill Ave.

TRAFFIC CONTROL

- **STAGE 1 – NO LANE SHIFT:** The north and southbound lanes on Cache Street will remain in place throughout this phase of construction. Stage 1 is the predominant traffic configuration throughout all phases of construction. This stage will accommodate uninterrupted pedestrian flow on the west side of Cache around the construction site, while maintaining regular two-way flow of vehicular traffic on Cache. Traffic turn radius modeling was extensively analyzed by Y2 Consultants Civil Engineering Department (See Exhibit 2). All stages of construction will allow direct access to Gaslight Alley businesses, Browse and Buy, and St. Johns Church.
- **STAGE 2 - DOUBLE LANE SHIFT:** The north and southbound lanes on Cache Street will remain in place throughout this phase of construction. Traffic will be realigned to the east during this phase. Traffic turn radius and taper length modeling was extensively analyzed by Y2 Consultants Civil Engineering Department. The findings show that the largest scheduled equipment can navigate entry and exit to the construction parking zone while maintaining vehicular traffic flow during the double lane shift stage and pedestrian access on the east and west boardwalks (See Exhibit 1, 3, and 4).

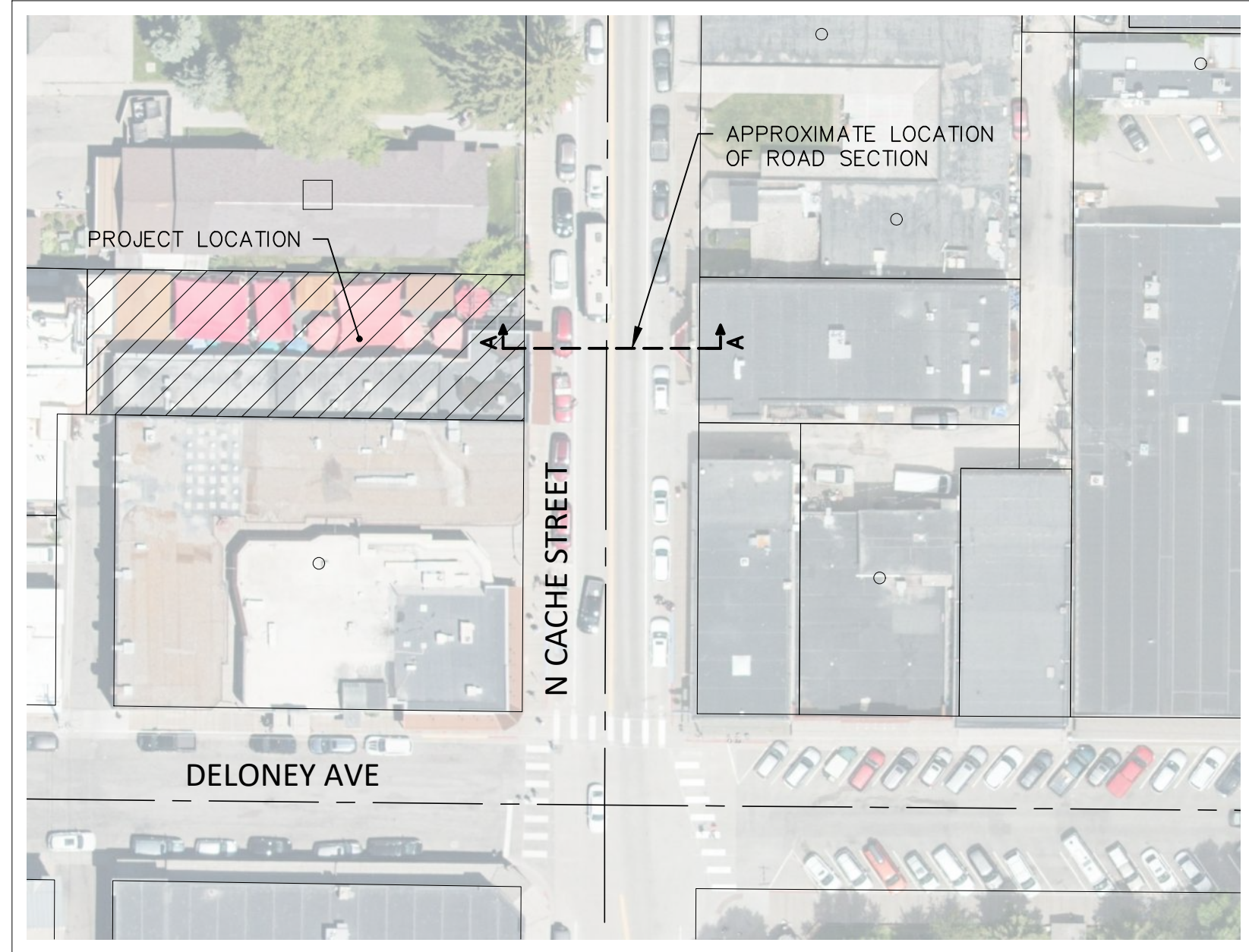
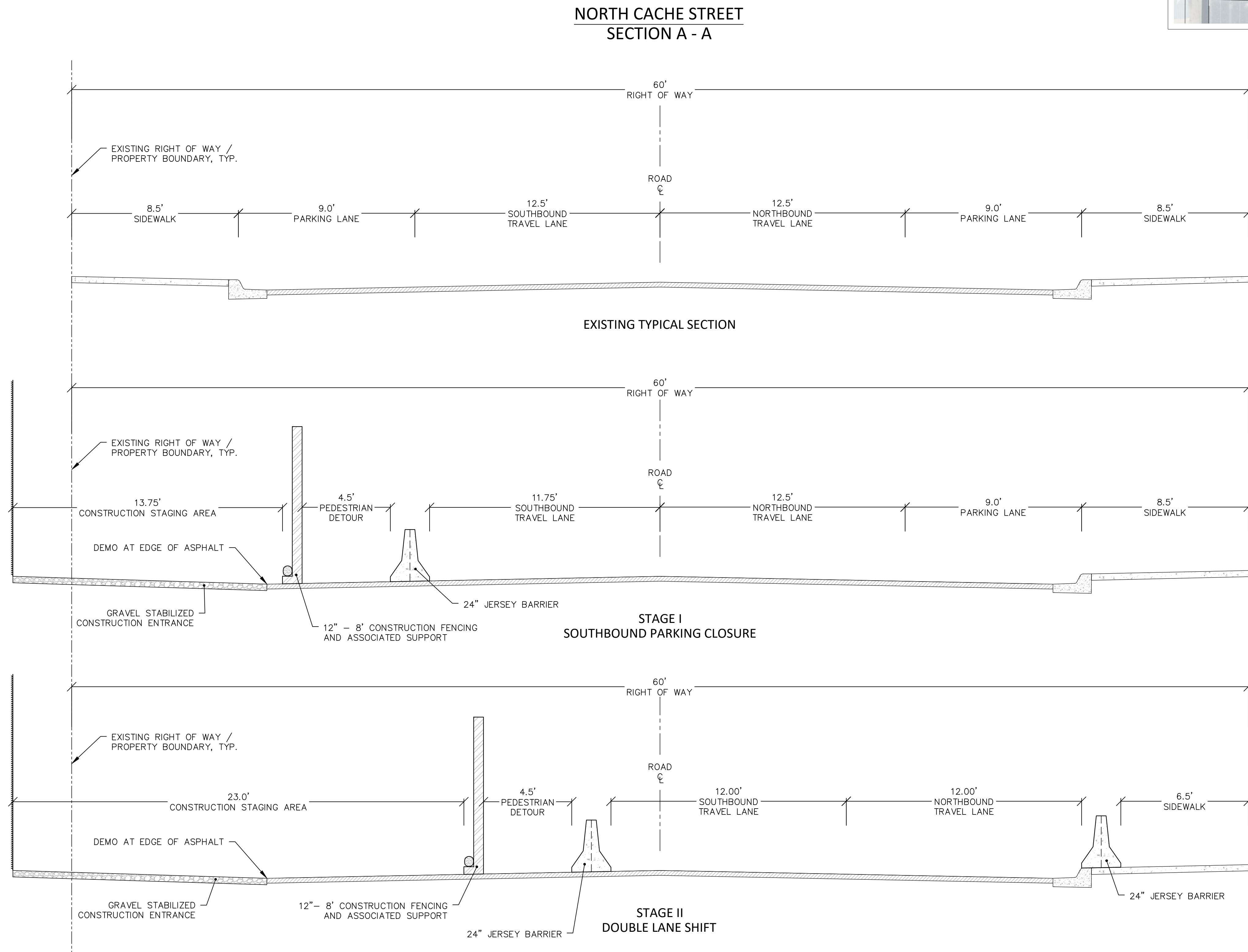


- **TRAFFIC CONTROL PLANS:** See attached diagrams for illustration of truck traffic and traffic control for Stage 1 and Stage 2 of the project (Exhibits 9-11). Idaho Traffic Safety worked in conjunction with Y2Consultants Civil Engineering to prepare detailed Traffic Control Stage Plans, pedestrian detour signage, and a MUTCD compliant vehicular signage plan diagram.
- **DELINEATORS:** Fixed channelized tubular (reflective / high visibility) traffic delineator markers will be used in conjunction with concrete Jersey Barriers to delineate travel lanes and separate pedestrians and regular traffic from construction site traffic. Glue down (raised pavement markers) delineators will be yellow double sided. During winter months temporary striping and/or channelization. Tubular devices will have adequate ballast.
- **BARRIER:** Concrete Jersey Barrier standard 10' medium barrier made by Old Castle Precast. These composite block longitudinal median barriers comply with the Manual for Assessing Safety Hardware's (MASH) highway standards and roadside design guide Routine maintenance will occur to clear debris to ensure no stormwater blockage occurs. Dimensions: 120"L x 24"W x 32"H, top of unit is 6" thick. (See Exhibit 14). One Test Level 1 18' long attenuator will be utilized for traffic safety on the north end of the southbound traffic lane (See Exhibit 15).
- **WINTER CONDITIONS:** Site barriers will not interfere with Town snow removal. We plan on utilizing our Stage 1 Traffic plan (no lane shift) during winter months. Wapiti Corp will be responsible for all snow removal from along the barrier after each time the Town plows as well as regular clearing within the barriers as needed. Snow removed by the contractor will NOT be hauled to the Town fairgrounds. We anticipate using light equipment to clean up any snow residue left over due to TOJ plowing.

TRAFFIC CONSTRUCTION STAGING

ROADWAY CROSS SECTION

1. RIGHT OF WAY AND PROPERTY BOUNDARIES SHOWN ARE BASED ON PUBLICLY AVAILABLE GIS DATA PROVIDED BY TETON COUNTY.
2. EXISTING LANE WIDTHS AND DISTRIBUTION APPROXIMATELY MEASURED AND LOCATED BASED ON FIELD MEASUREMENTS PROVIDED BY CONTRACTOR USED IN CONJUNCTION WITH GIS DATA AND AERIAL IMAGERY PROVIDED BY TETON COUNTY.
3. TYPICAL SECTIONS DRAWN BELOW ARE REPRESENTATIVE DEPICTIONS OF THE PROPOSED TEMPORARY CONDITIONS AND ARE NOT DRAWN TO SCALE.



VICINITY MAP



T1.1	EXHIBIT 1 - STREET SECTIONS	HOTEL JACKSON WAPITI 135 N CACHE STREET JACKSON, WY	 Y2 CONSULTANTS ENGINEERING, SURVEYING & PLANNING LANDSCAPE ARCHITECTURE, GIS NATURAL RESOURCE SERVICES y2consultants.com 307 733 2959	DRAWING SET TITLE STREET SECTIONS	DRAWING SET TITLE
				DATE 04/23/2021	DRAWN BY: SAH CHECKED BY: KC JOB #: 20154

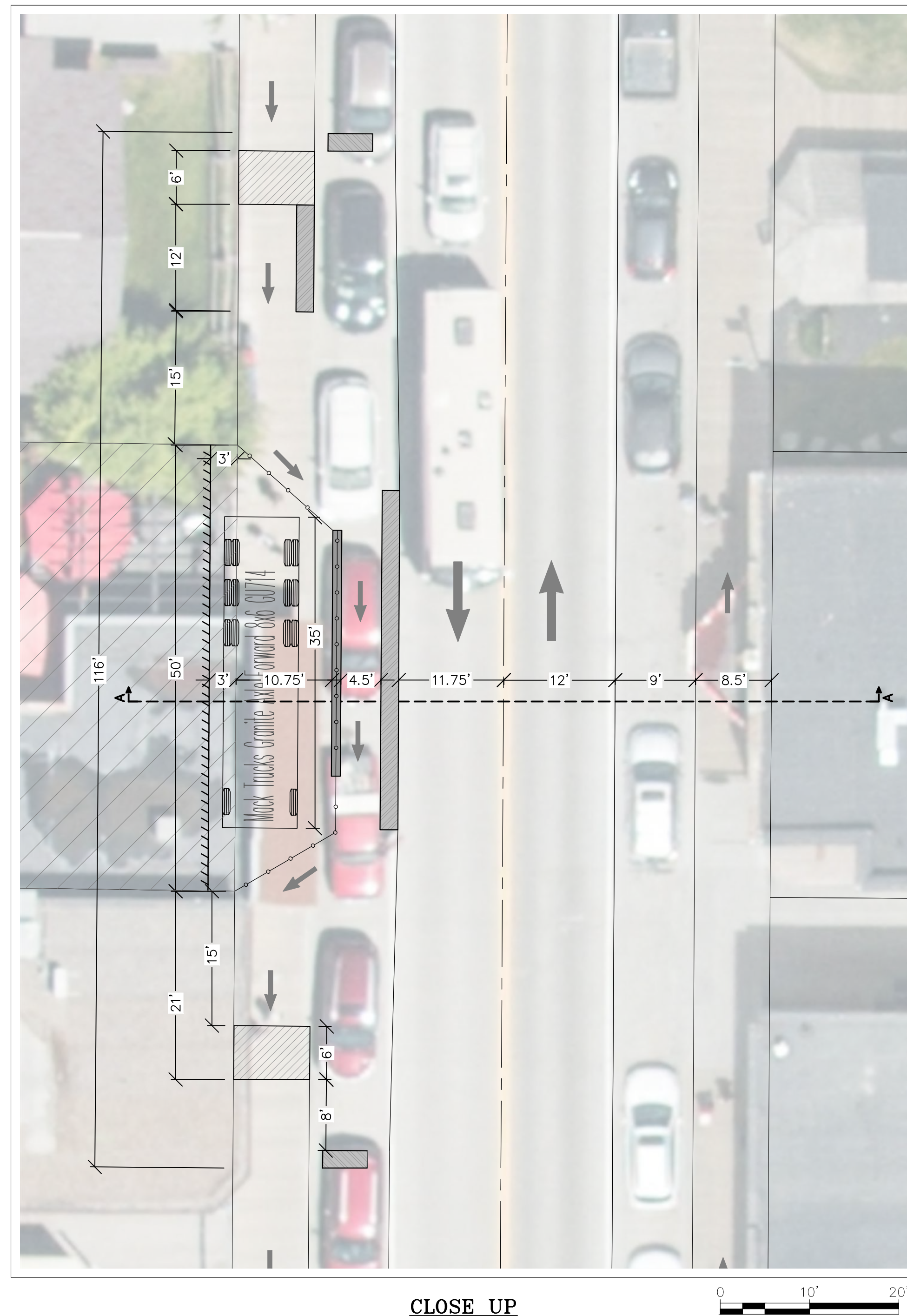
HOTEL JACKSON – EXHIBIT 2

TRAFFIC STAGING

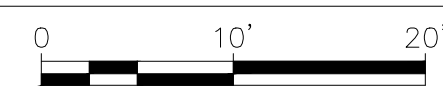
STAGE I

NOTES:

1. RIGHT OF WAY AND PROPERTY BOUNDARIES SHOWN ARE BASED ON PUBLICLY AVAILABLE GIS DATA PROVIDED BY TETON COUNTY.
2. EXISTING LANE WIDTHS AND DISTRIBUTION APPROXIMATELY MEASURED AND LOCATED BASED ON FIELD MEASUREMENTS PROVIDED BY CONTRACTOR USED IN CONJUNCTION WITH GIS DATA AND AERIAL PHOTOGRAPHS PROVIDED BY TETON COUNTY.
3. TYPICAL SECTIONS DRAWN BELOW ARE REPRESENTATIVE DEPICTIONS OF THE PROPOSED TEMPORARY CONDITIONS AND ARE NOT DRAWN TO SCALE.
4. SIDEWALK DIRECTIONAL ARROWS SHOWN FOR REPRESENTATIONAL PURPOSES ONLY. SIDEWALK WILL ALLOW FOR TRAVEL IN BOTH THE NORTH AND SOUTH DIRECTIONS THROUGHOUT THE DURATION OF CONSTRUCTION.
5. VEHICLES FOR MODELING TURNING MOVEMENTS WERE SELECTED TO MOST ACCURATELY REPRESENT THE PROPOSED CONSTRUCTION VEHICLES THAT WILL BE ON SITE.
6. PARKING SPACES USED THROUGHOUT THE DURATION OF STAGE 1:
 - 6.1. SOUTHBOUND DIRECTION OF N. CACHE ST WILL BE IMPACTED FOR 116 FT RESULTING IN THE ENCUMBRANCE OF 6 SPACES.

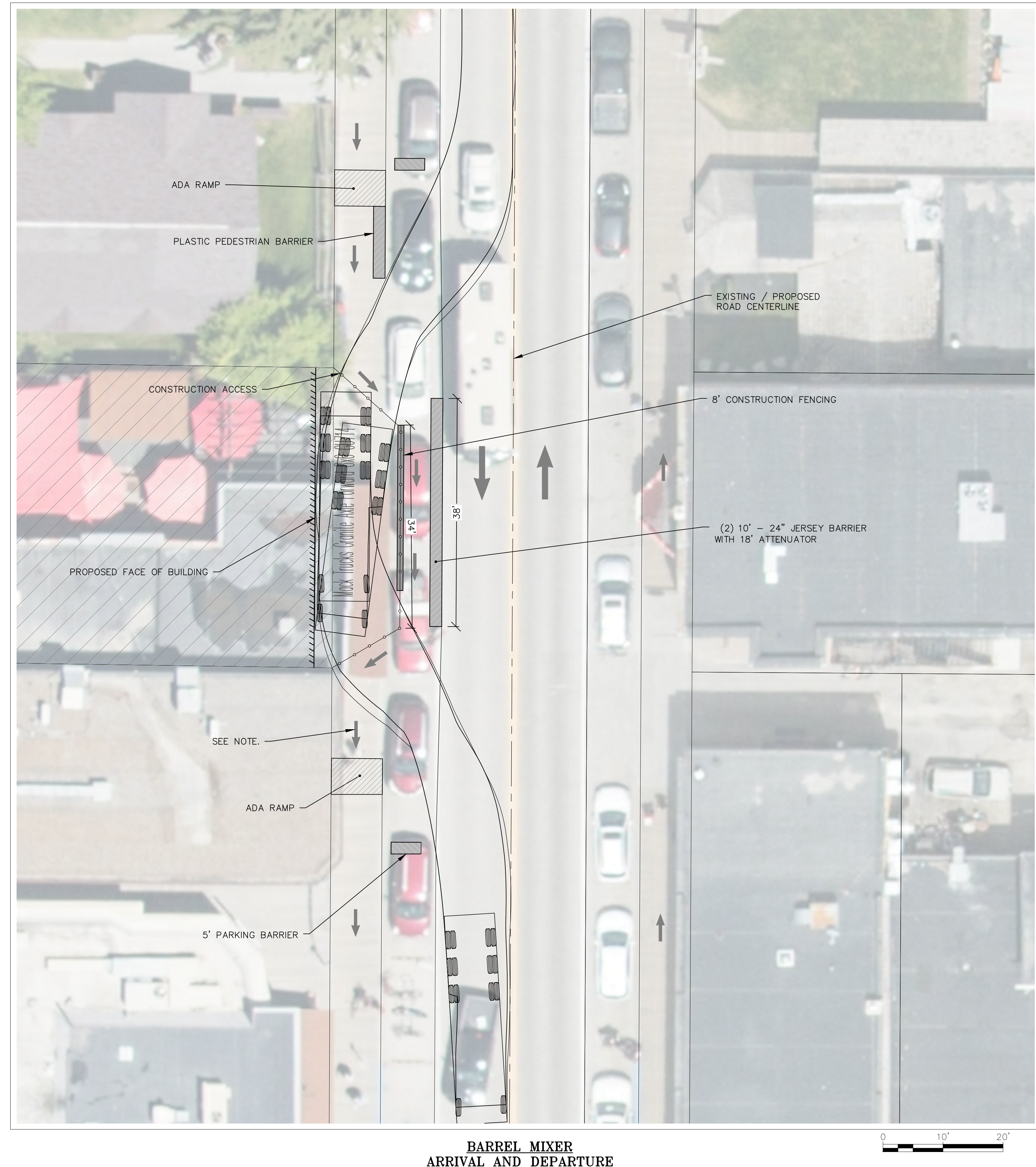


CLOSE UP

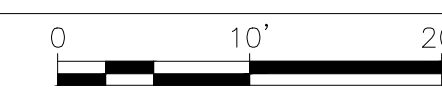


BARREL MIXER NOTES:

- | | | |
|--------|--|-----------|
| 1. | VEHICLE TRACKING PROVIDED TO REPRESENT WORST CASE SCENARIO VEHICLE AS DESCRIBED IN THE CMP NARRATIVE. VEHICLE VARIABLES BELOW: | |
| 1.1. | LENGTH: | 34.833 FT |
| 1.2. | WIDTH: | 08.375 FT |
| 1.3. | WHEEL TO WHEEL LENGTH: | 18.917 FT |
| 1.4. | TURNING RADI: | |
| 1.4.1. | INNER WHEEL: | 27.728 FT |
| 1.4.2. | OUTER WHEEL: | 43.100 FT |
| 1.4.3. | OUTER BODY: | 44.686 FT |



BARREL MIXER
ARRIVAL AND DEPARTURE



T1.2	EXHIBIT 2 - STAGE I OVERVIEW	HOTEL JACKSON WAPITI 135 N CACHE STREET JACKSON, WY	 Y2 CONSULTANTS ENGINEERING, SURVEYING & PLANNING LANDSCAPE ARCHITECTURE, GIS NATURAL RESOURCE SERVICES y2consultants.com 307 733 2959	DATE	DRAWING SET TITLE
				04/23/2021	STREET SECTIONS
				DRAWN BY: SAH	JOB #: 20154
				CHECKED BY: KC	

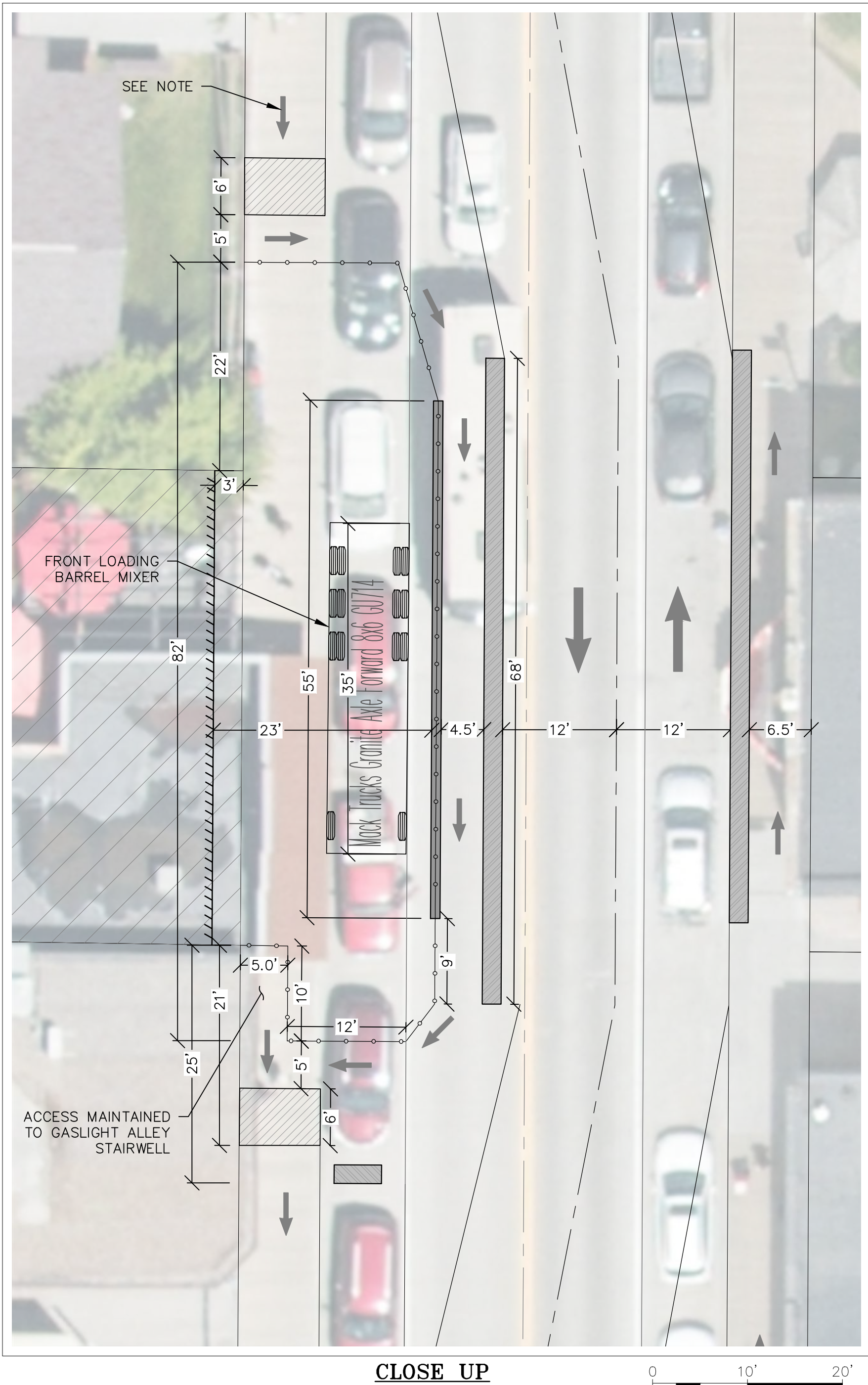
HOTEL JACKSON — EXHIBIT 3

TRAFFIC STAGING

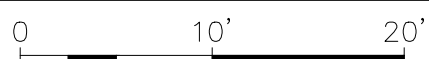
STAGE II — A

- NOTES:**
- RIGHT OF WAY AND PROPERTY BOUNDARIES SHOWN ARE BASED ON PUBLICLY AVAILABLE GIS DATA PROVIDED BY TETON COUNTY.
 - EXISTING LANE WIDTHS AND DISTRIBUTION APPROXIMATELY MEASURED AND LOCATED BASED ON FIELD MEASUREMENTS PROVIDED BY CONTRACTOR USED IN CONJUNCTION WITH GIS DATA AND AERIAL IMAGERY PROVIDED BY TETON COUNTY.
 - SIDEWALK DIRECTIONAL ARROWS SHOWN FOR REPRESENTATIONAL PURPOSES ONLY. SIDEWALK WILL ALLOW FOR TRAVEL IN BOTH THE NORTH AND SOUTH DIRECTIONS THROUGHOUT THE DURATION OF CONSTRUCTION.
 - ACCESS AND EGRESS FROM THE SITE BY BE COMPLETED SOLELY USING THE SOUTHBOUND DIRECTION OF TRAVEL.
 - VEHICLES FOR MODELING TURNING MOVEMENTS WERE SELECTED TO MOST ACCURATELY REPRESENT THE PROPOSED CONSTRUCTION VEHICLES THAT WILL BE ON SITE.
 - PARKING SPACES USED THROUGHOUT THE DURATION OF STAGE II—A:
 - NORTHBOUND DIRECTION OF N. CACHE ST WILL BE IMPACTED FOR 168 FT, INCLUDING 20 FT OF ACCESS TO THE ALLEY WAY, RESULTING IN THE ENCUMBRANCE OF 7 SPACES.
 - SOUTHBOUND DIRECTION OF N. CACHE ST WILL BE IMPACTED FOR 137 FT RESULTING IN THE ENCUMBRANCE OF 7 SPACES.
 - TAPER LENGTH WAS CALCULATED USING WYDOT AND ASSHTO STANDARDS FOR TEMPORARY TRAFFIC CONTROL.
 - WIDTH OF LANE SHIFT: 9.5 FT
 - SPEED: 25 MPH

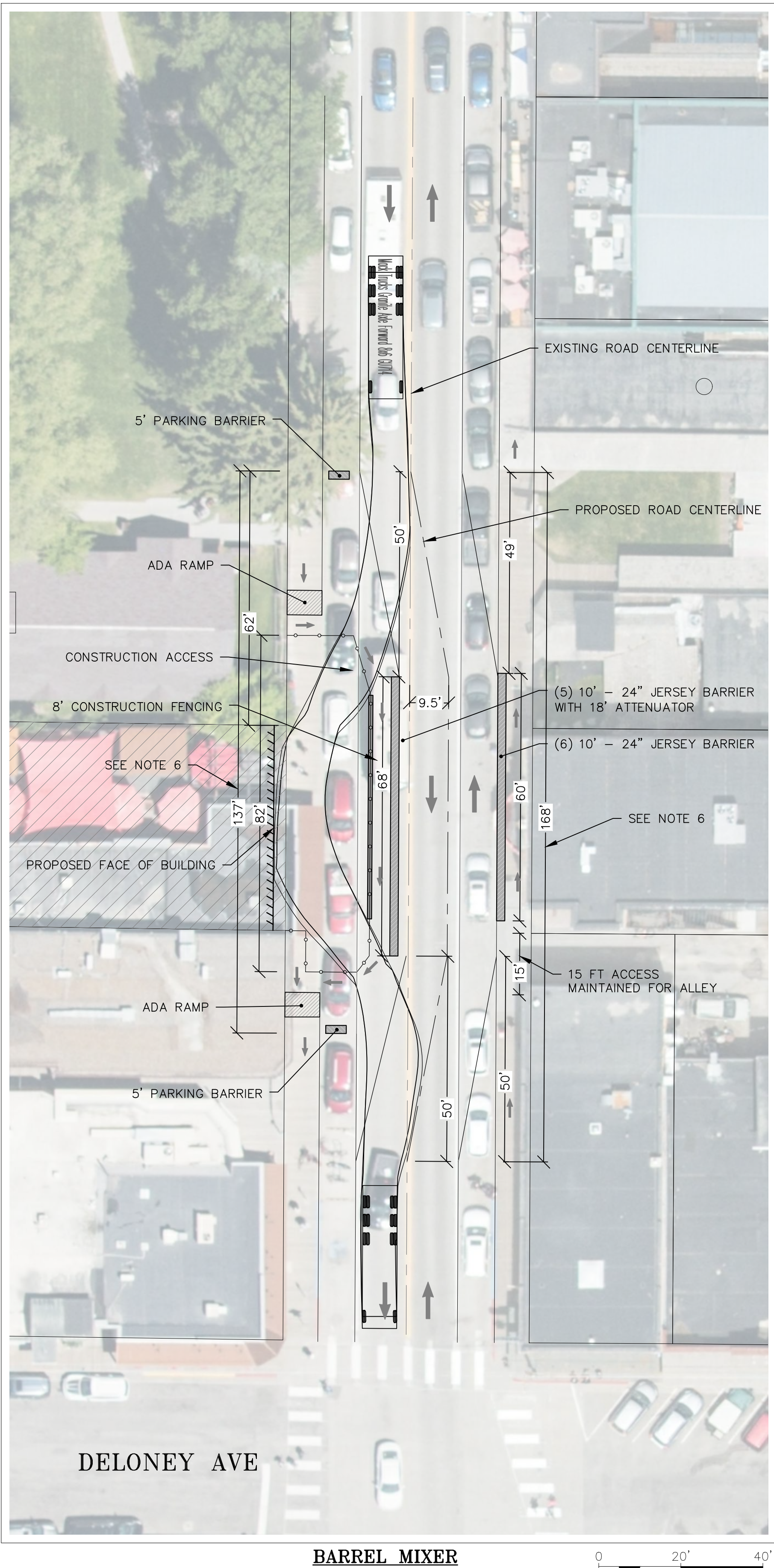
$$L = \frac{1}{2} \frac{w s^2}{60} = 49.48$$



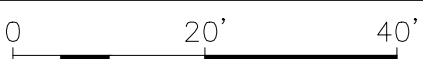
CLOSE UP



- BARREL MIXER NOTES:**
- VEHICLE TRACKING PROVIDED TO REPRESENT WORST CASE SCENARIO VEHICLE AS DESCRIBED IN THE CMP NARRATIVE. VEHICLE VARIABLES BELOW:
 - LENGTH: 34.833 FT
 - WIDTH: 08.375 FT
 - WHEEL TO WHEEL LENGTH: 18.917 FT
 - TURNING RADI:
 - INNER WHEEL: 27.728 FT
 - OUTER WHEEL: 43.100 FT
 - OUTER BODY: 44.686 FT



BARREL MIXER
ARRIVAL AND DEPARTURE



DRAWING SET TITLE	
STREET SECTIONS	
DATE	04/23/2021
DRAWN BY:	SAH
CHECKED BY:	KC
JOB #:	20154

Y2 CONSULTANTS
ENGINEERING, SURVEYING & PLANNING
LANDSCAPE ARCHITECTURE, GIS
NATURAL RESOURCE SERVICES

Y2
y2consultants.com
307 733 2559

HOTEL JACKSON
WAPITI
135 N CACHE STREET
JACKSON, WY

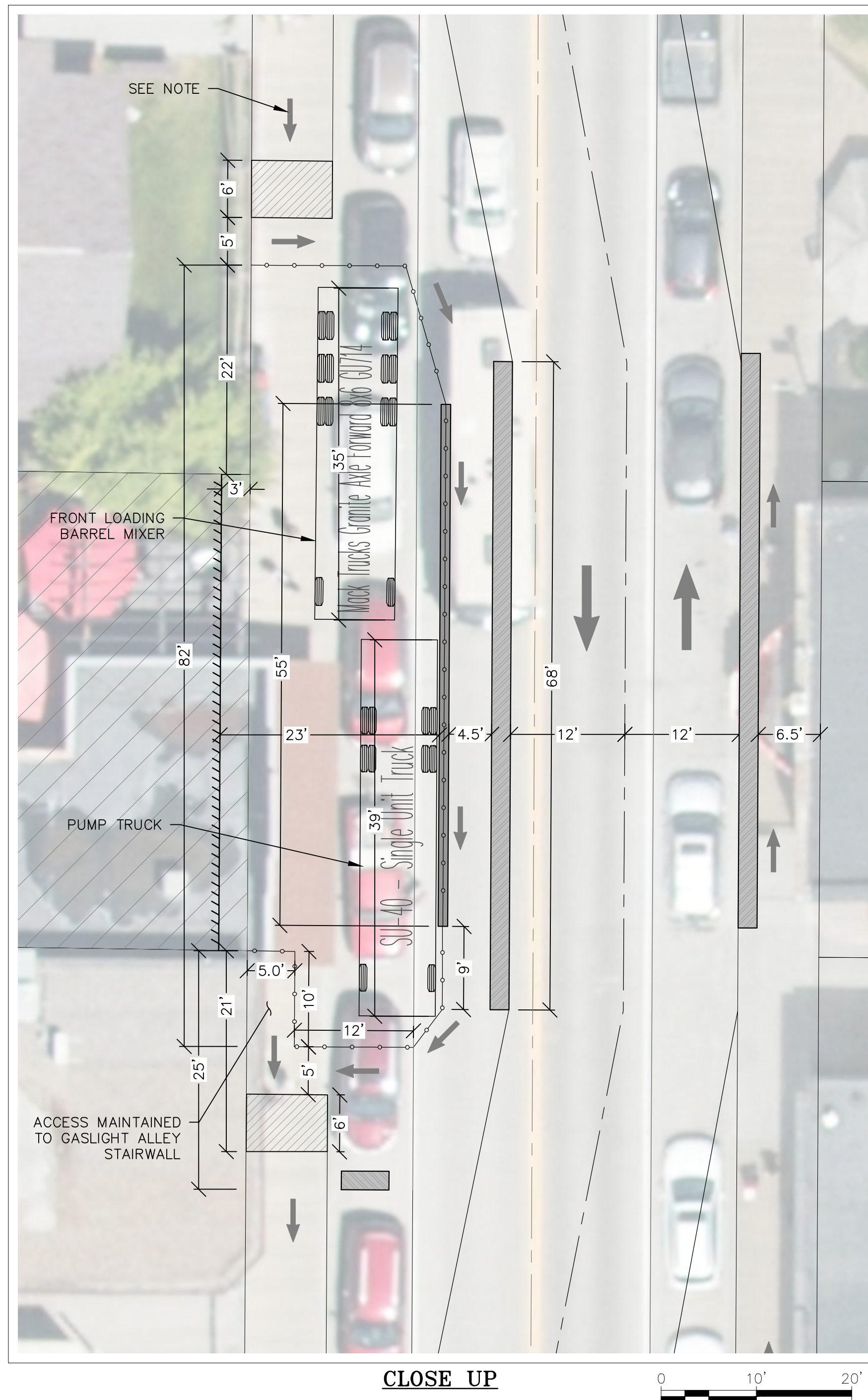
EXHIBIT 3 - STAGE II -
A OVERVIEW

T1.3

NOTES:

1. RIGHT OF WAY AND PROPERTY BOUNDARIES SHOWN ARE BASED ON PUBLICLY AVAILABLE GIS DATA PROVIDED BY TETON COUNTY.
2. EXISTING LANE WIDTHS AND DISTRIBUTION APPROXIMATELY MEASURED AND LOCATED BASED ON FIELD MEASUREMENTS PROVIDED BY CONTRACTOR USED IN CONJUNCTION WITH GIS DATA AND AERIAL IMAGERY PROVIDED BY TETON COUNTY.
3. SIDEWALK DIRECTIONAL ARROWS SHOWN FOR REPRESENTATIONAL PURPOSES ONLY. SIDEWALK WILL ALLOW FOR TRAVEL IN BOTH THE NORTH AND SOUTH DIRECTIONS THROUGHOUT THE DURATION OF CONSTRUCTION.
4. ACCESS AND EGRESS FROM THE SITE WILL BE COMPLETED SOLELY USING THE SOUTHBOUND DIRECTION OF TRAVEL.
5. BAY MIXER ARRIVAL VEHICLE TURNING MODEL HAS NOT BEEN SHOWN DUE TO EASE OF ACCESS IN THIS STAGING.
6. VEHICLES FOR MODELING TURNING MOVEMENTS WERE SELECTED TO MOST ACCURATELY REPRESENT THE PROPOSED CONSTRUCTION VEHICLES THAT WILL BE ON SITE.
7. PARKING SPACES USED THROUGHOUT THE DURATION OF STAGE II-B.
 - 7.1. NORTHBOUND DIRECTION OF N. CACHE ST WILL BE IMPACTED FOR 168 FT, INCLUDING 20 FT OF ACCESS TO THE ALLEY WAY, RESULTING IN THE ENCUMBRANCE OF 7 SPACES.
 - 7.2. SOUTHBOUND DIRECTION OF N. CACHE ST WILL BE IMPACTED FOR 175 FT RESULTING IN THE ENCUMBRANCE OF 8 SPACES.
8. TAPER LENGTH WAS CALCULATED USING WYDOT AND ASSHTO STANDARDS FOR TEMPORARY TRAFFIC CONTROL.
 - 8.1. WIDTH OF LANE SHIFT: 9.5 FT
 - 8.2. SPEED: 25 MPH

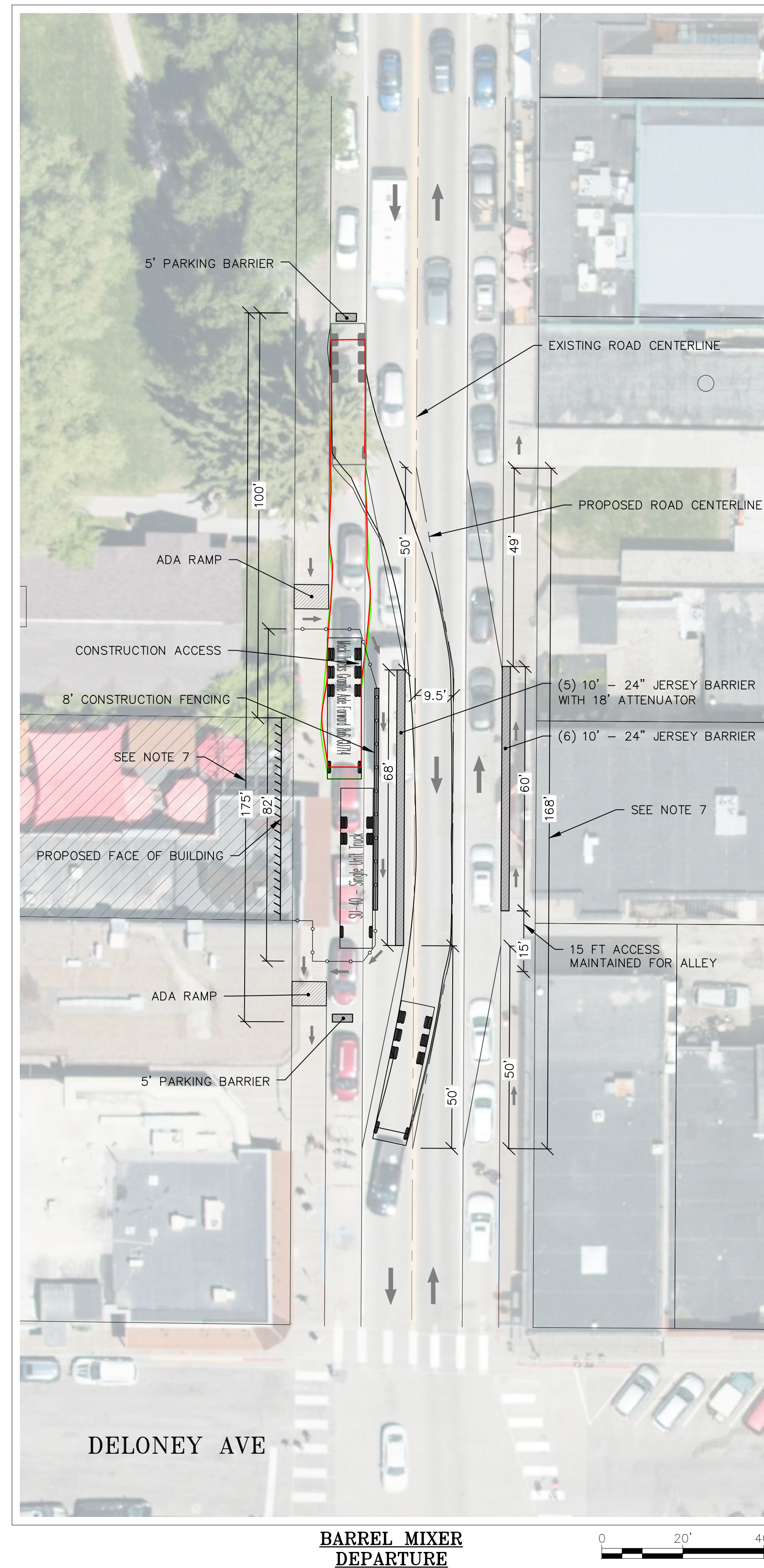
W S²

$$L = \frac{1}{2} \frac{W S^2}{60} = 49.48$$


BARREL MIXER NOTES:

1. VEHICLE TRACKING PROVIDED TO REPRESENT WORST CASE SCENARIO VEHICLE AS DESCRIBED IN THE CMP NARRATIVE. VEHICLE VARIABLES BELOW:

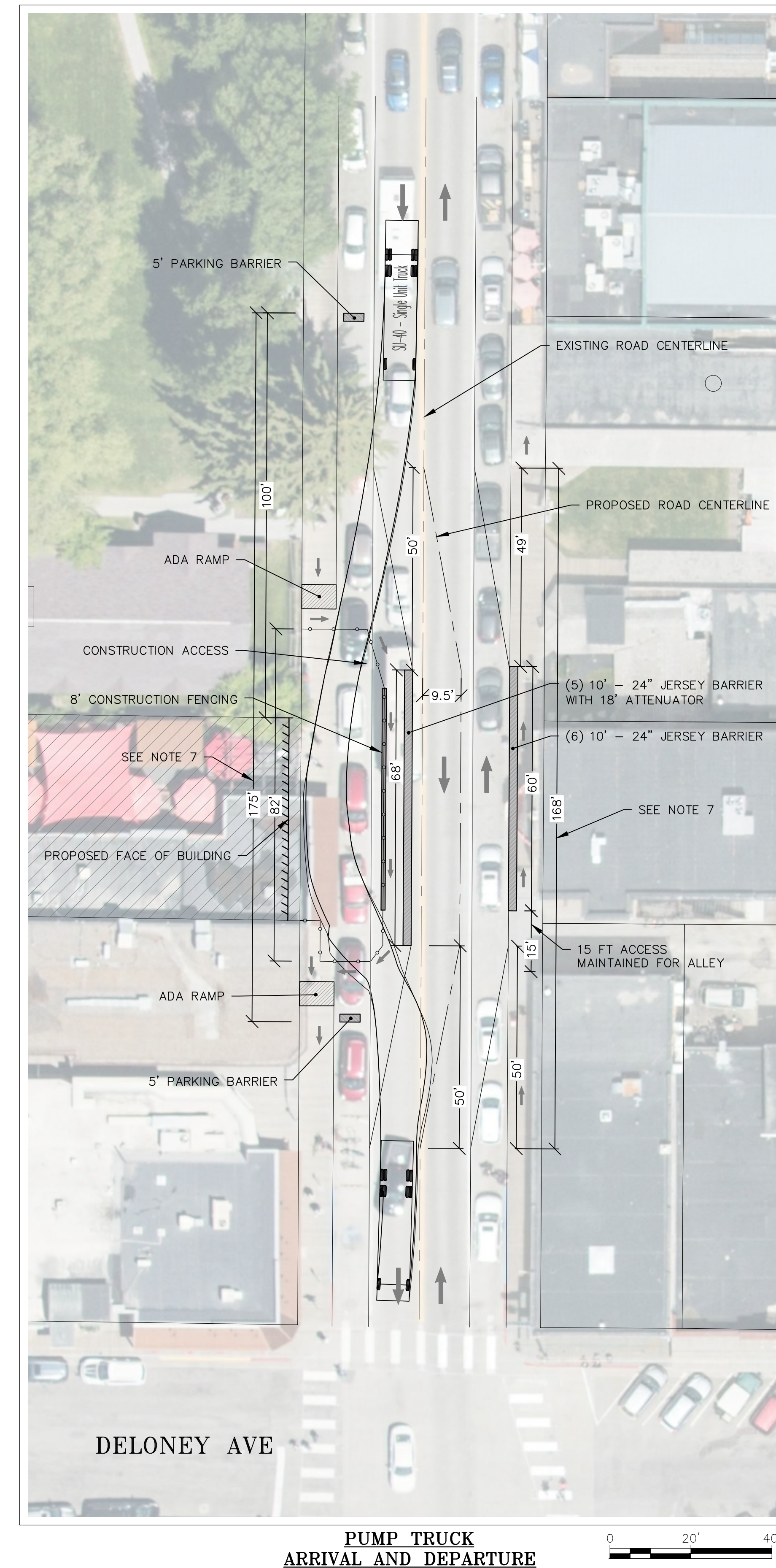
1.1.	LENGTH:	34.833 FT
1.2.	WIDTH:	08.375 FT
1.3.	WHEEL TO WHEEL LENGTH:	18.917 FT
1.4.	TURNING RADIUS:	
1.4.1.	INNER WHEEL:	27.728 FT
1.4.2.	OUTER WHEEL:	43.100 FT
1.4.3.	OUTER BODY:	44.686 FT



PUMP TRUCK NOTES:

1. VEHICLE TRACKING PROVIDED TO REPRESENT WORST CASE SCENARIO VEHICLE AS DESCRIBED IN THE CMP NARRATIVE. VEHICLE VARIABLES BELOW:

1.1.	LENGTH:	39.800 FT
1.2.	WIDTH:	08.000 FT
1.3.	WHEEL TO WHEEL LENGTH:	13.000 FT
1.4.	TURNING RADIUS:	
1.4.1.	INNER WHEEL:	36.376 FT
1.4.2.	OUTER WHEEL:	50.938 FT
1.4.3.	OUTER BODY:	52.966 FT



All equipment and temporary facilities (dumpsters, bathrooms) to be located on site or in private lot for the duration of demo, excavation, and shoring.

Traffic flow remains unchanged during this stage. A total of 5 parking spaces are utilized on the west side of Cache. Pedestrians walk around the construction site in between a series of concrete Jersey Barriers and construction fencing.

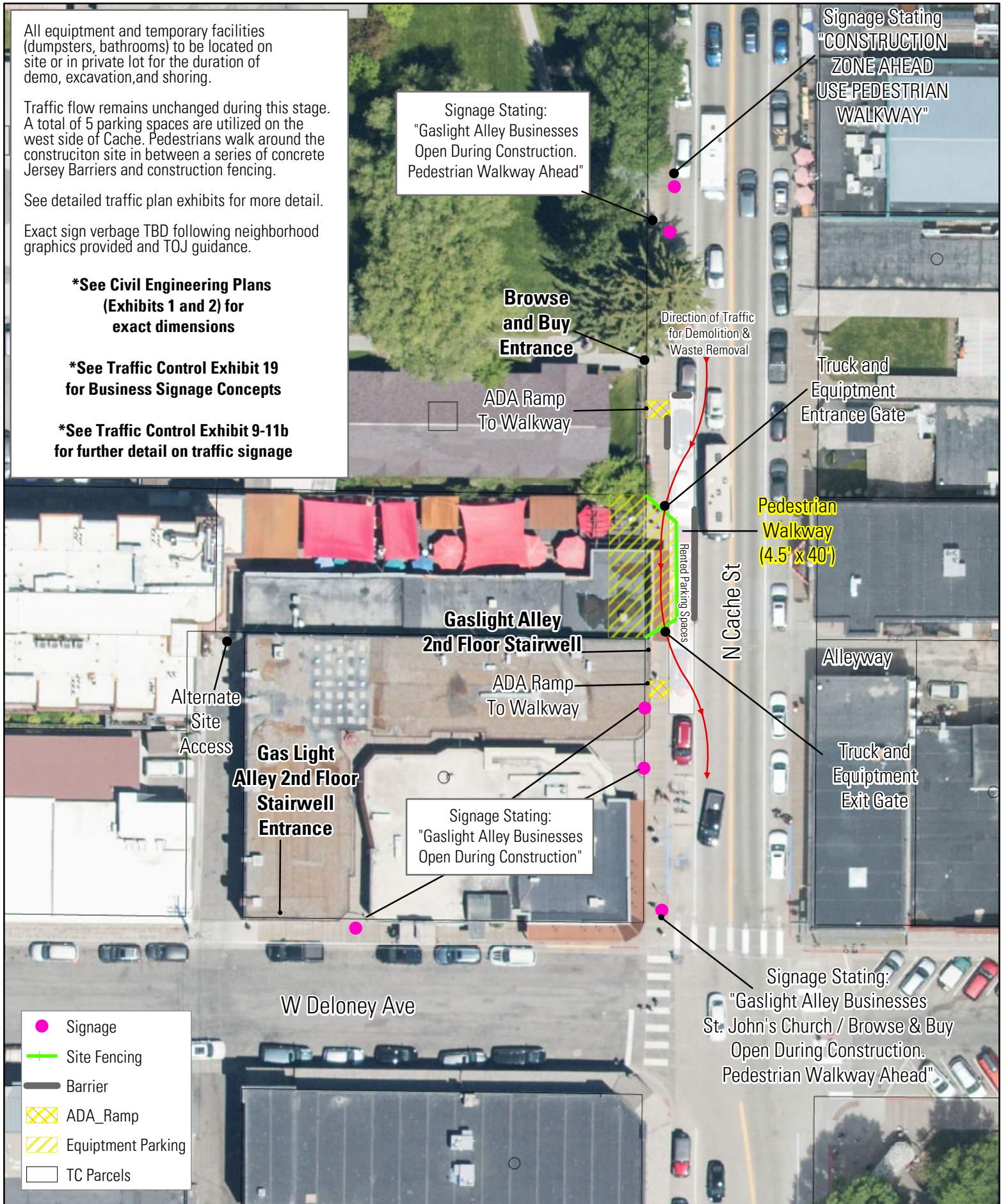
See detailed traffic plan exhibits for more detail.

Exact sign verbage TBD following neighborhood graphics provided and TOJ guidance.

***See Civil Engineering Plans (Exhibits 1 and 2) for exact dimensions**

***See Traffic Control Exhibit 19 for Business Signage Concepts**

***See Traffic Control Exhibit 9-11b for further detail on traffic signage**



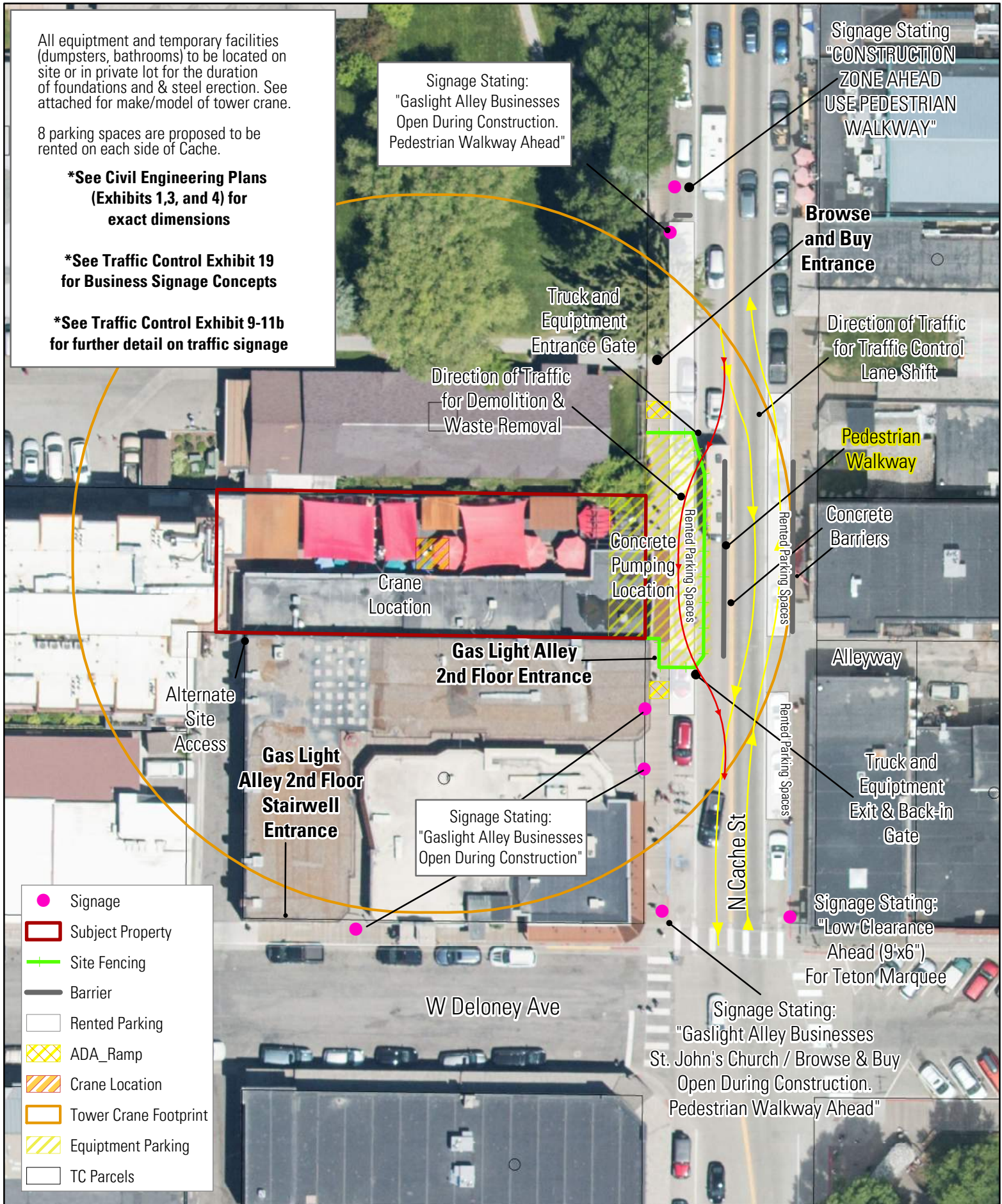
All equipment and temporary facilities (dumpsters, bathrooms) to be located on site or in private lot for the duration of foundations and & steel erection. See attached for make/model of tower crane.

8 parking spaces are proposed to be rented on each side of Cache.

***See Civil Engineering Plans (Exhibits 1,3, and 4) for exact dimensions**

***See Traffic Control Exhibit 19 for Business Signage Concepts**

***See Traffic Control Exhibit 9-11b for further detail on traffic signage**



- Signage
- ▭ Subject Property
- Site Fencing
- Barrier
- ▭ Rented Parking
- ▨ ADA_Ramp
- ▨ Crane Location
- ▭ Tower Crane Footprint
- ▨ Equipment Parking
- ▭ TC Parcels



WAPITI CORP -EXHIBIT 6
CONCRETE, FOUNDATIONS, STEEL
ERECTION SITE PLAN - Sept.-Nov. 2021
(Traffic / Pedestrian Plan Stage II)



Wapiti
Corporation
 CONSTRUCTION MANAGEMENT

All equipment and temporary facilities (dumpsters, bathrooms) to be located on site for the duration of excavation and shoring.

Traffic flow remains unchanged during this stage. A total of 5 parking spaces are utilized on the west side of Cache. Pedestrians walk around the construction site in between a series of concrete Jersey Barriers and screened construction fencing.

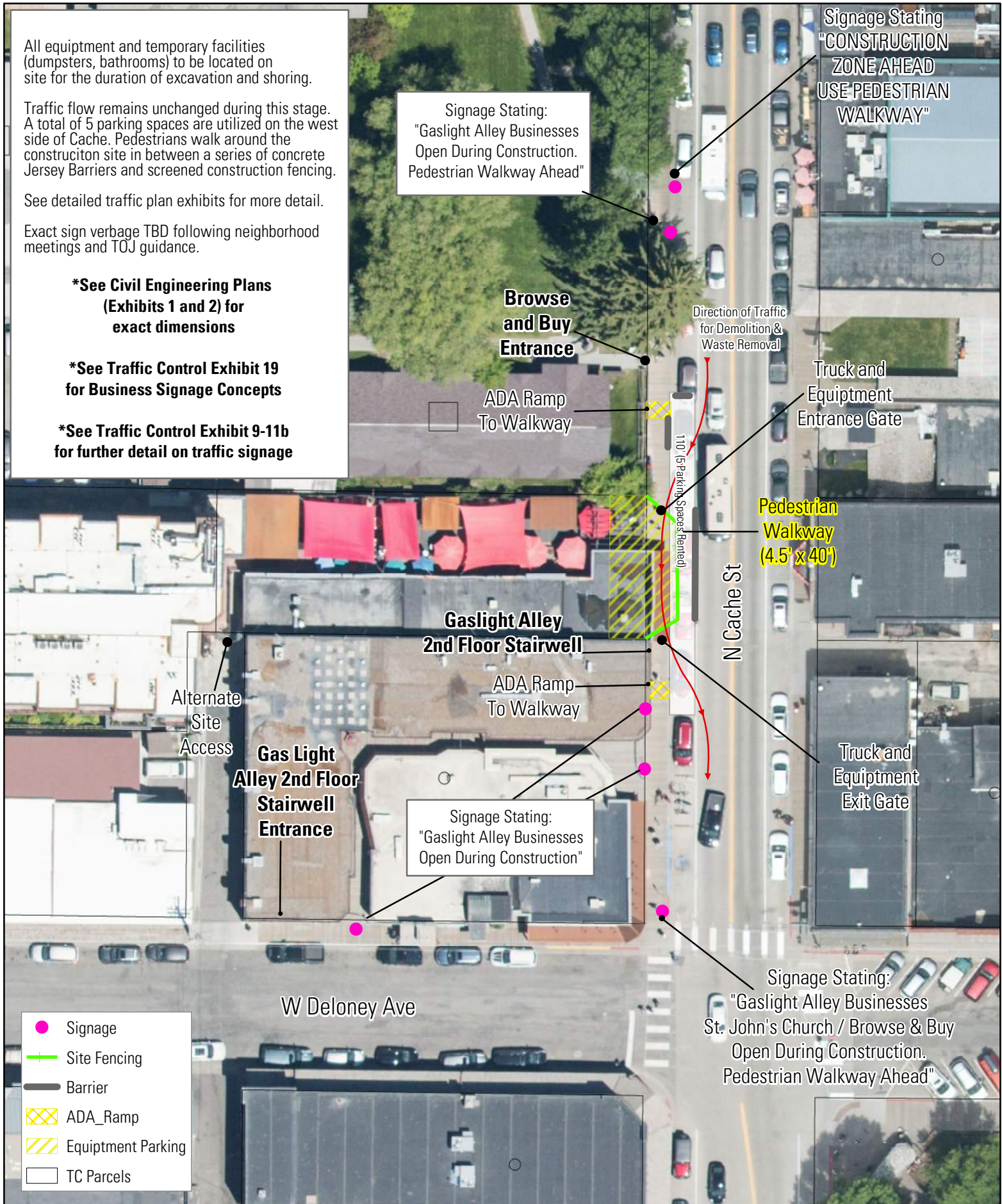
See detailed traffic plan exhibits for more detail.

Exact sign verbage TBD following neighborhood meetings and TOJ guidance.

***See Civil Engineering Plans (Exhibits 1 and 2) for exact dimensions**

***See Traffic Control Exhibit 19 for Business Signage Concepts**

***See Traffic Control Exhibit 9-11b for further detail on traffic signage**



Traffic flow remains unchanged during this stage. Boardwalk replacement will immediately follow curb replacement per WYDOT and TOJ standards. Pedestrians walk around the boardwalk restoration in between a series of concrete Jersey Barriers and construction fencing.

Exact sign verbage TBD following neighborhood meetings and TOJ guidance.

Signage Stating:
"Gaslight Alley Businesses
Open During Construction.
Pedestrian Walkway Ahead"

Signage Stating
"SIDEWALK
REPLACEMENT
AHEAD
USE PEDESTRIAN
WALKWAY"

Browse
and Buy
Entrance

Gas Light Alley
Stairwell Entrance

Gas Light
Alley
Stairwell
Entrance

Signage Stating:
"Gaslight Alley Businesses
Open During Construction"

Signage Stating:
"Gaslight Alley Businesses
St. John's Church / Browse & Buy
Open During Construction.
Pedestrian Walkway Ahead"

- Subject Property
- Signage
- Boardwalk Restoration
- Curb Restoration
- TC Parcels

WAPITI CORP - EXHIBIT 8
SITE RESTORATION - June 2022
(Traffic / Pedestrian Plan Stage I)



Wapiti
Corporation
CONSTRUCTION MANAGEMENT



Exhibit 9a Area Signing

Traffic Control Plan
Hotel Jackson Area Signing
135 N Cache St.

Wapiti Const

Area Signing drawing shows the general signing for traffic approaching the work area.

Notes:

1. Road Work Ahead signs will be up at all times.
2. To help maintain pedestrian traffic construction sign size will be 30" by 30".
3. Vehicles shown represent parked cars.
4. Distances are approx and can be modified in the field for safety.
5. Walkway to church will remain open and unblocked.
6. See drawings (Exhibits 10a, 10b, 11a, 11b) for details and distances around the work area based on the stage of work.
7. Flagger Sign will only be up when flagger is in use. The flagger should not be directing vehicular traffic however a flagger will be within the roadway so a sign is in order.

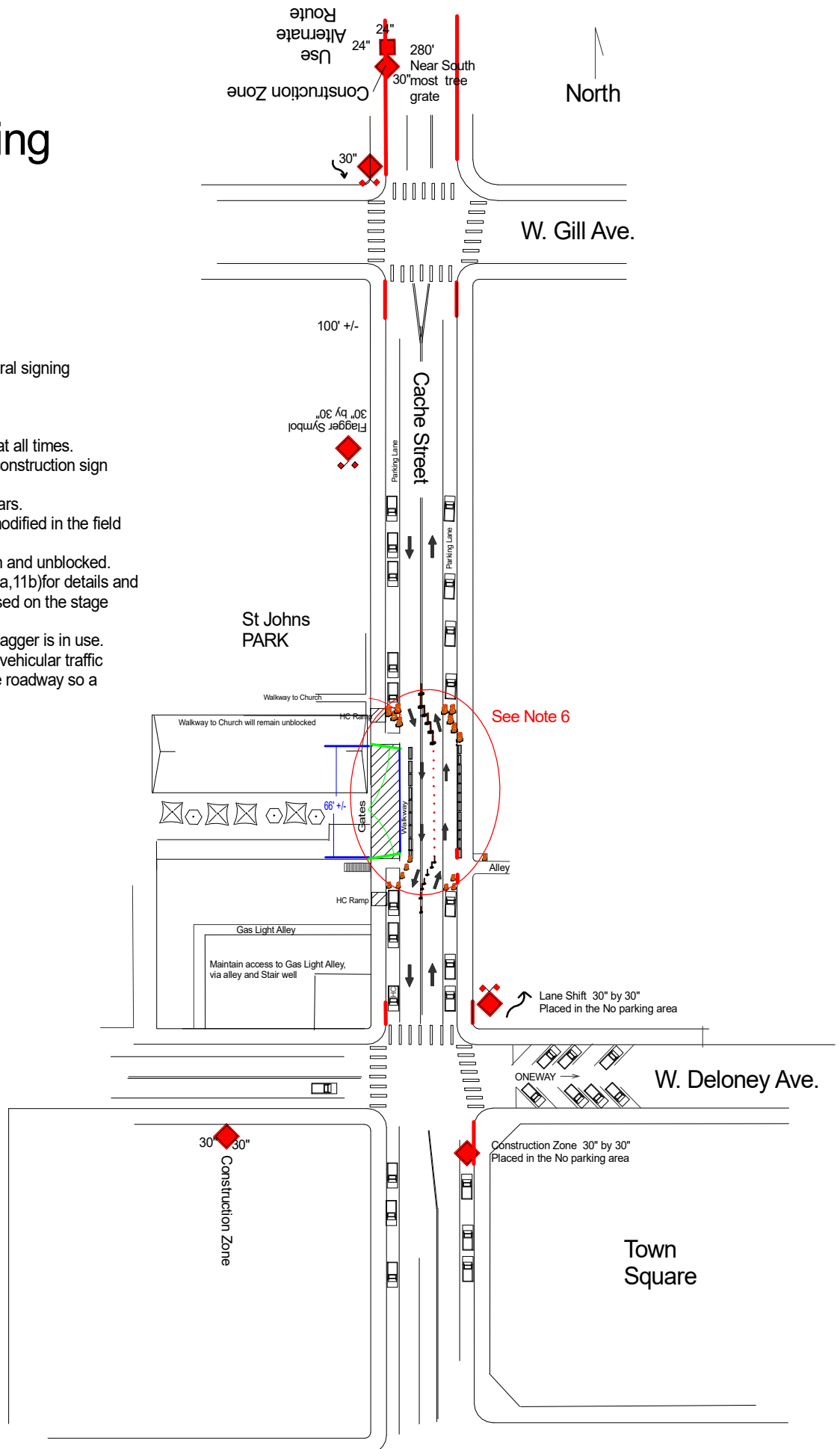


Exhibit 9b

Pedestrian Signing

Place at
corner of
Cache St and
West Gill Ave

Traffic Control Plan
Hotel Jackson Area Signing
135 N Cache

Pedestrian Signing shows the signs and accesses for pedestrians and businesses.

Notes:

1. Construction Zone Ahead signs will be up at all times.
size will be 30" by 30".
3. Vehicles shown represent parked cars.
4. Distances are approx and can be modified in the field for safety.
5. Walkway to church will remain open and unblocked.
6. See drawings (Stage 1a,1b,2a,2b) for details and distances around the work area based on the stage of work.
7. Modifications to pedestrian , business signing will be made as the project continues.

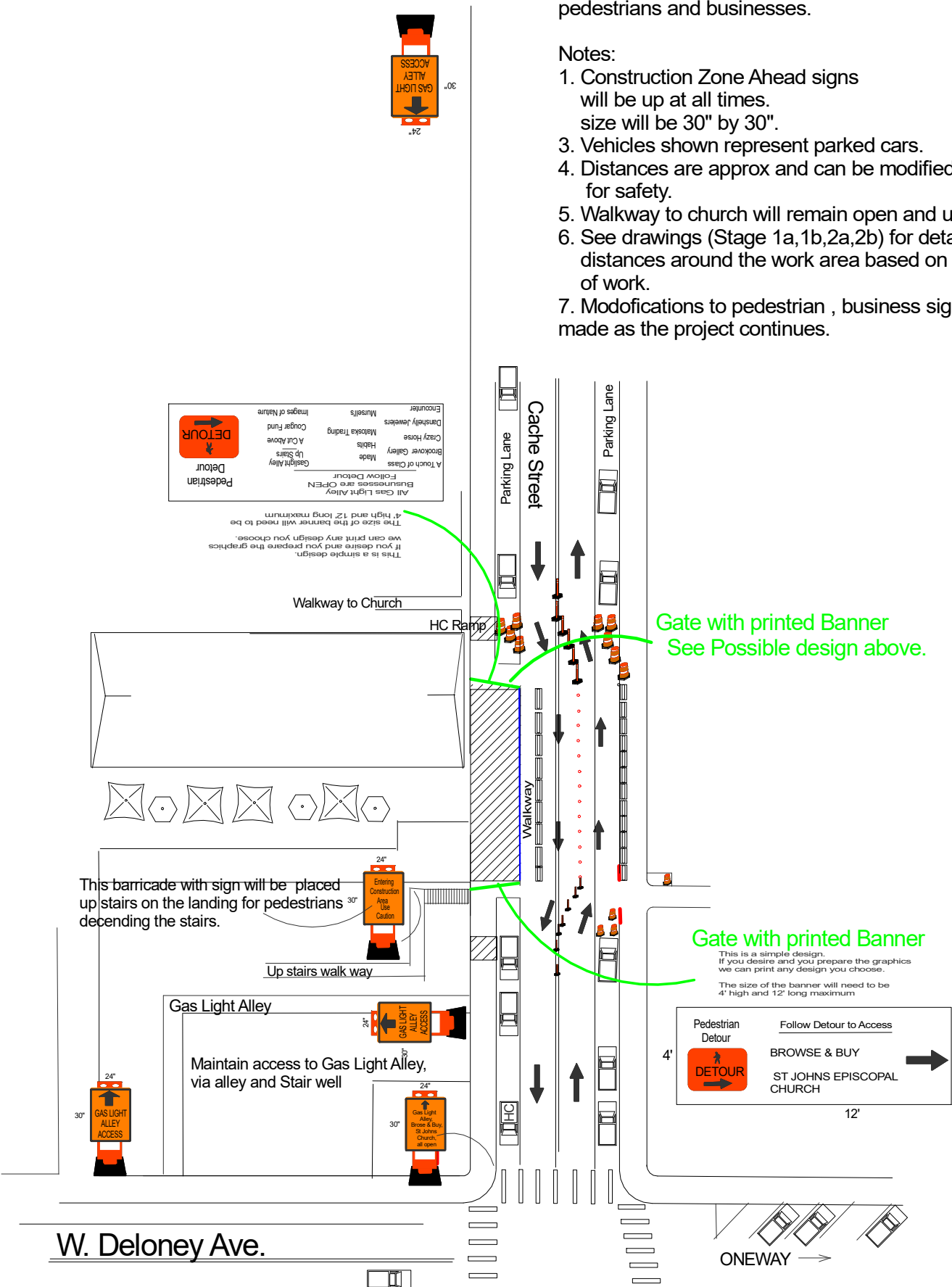
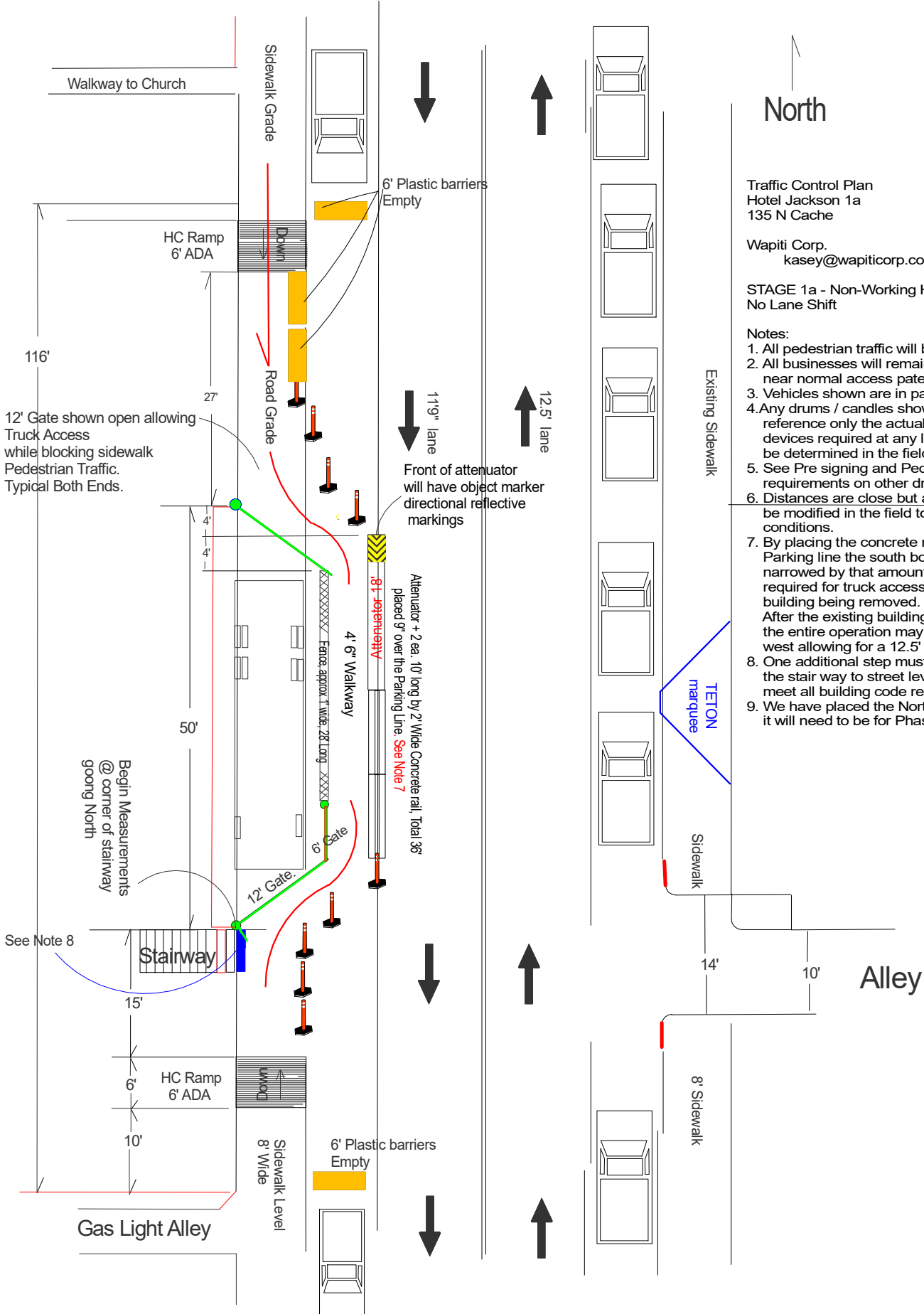


Exhibit 10a

Stage 1a, No Shift, Non Working Hours, Gates Closed



Traffic Control Plan
Hotel Jackson 1a
135 N Cache

Wapiti Corp.
kasey@wapiticorp.com

STAGE 1a - Non-Working Hours
No Lane Shift

Notes:

1. All pedestrian traffic will be maintained.
2. All businesses will remain open with near normal access patterns.
3. Vehicles shown are in parking stalls.
4. Any drums / candles shown are for reference only the actual number of devices required at any location will be determined in the field.
5. See Pre signing and Pedestrian signing requirements on other drawings.
6. Distances are close but approx. and will be modified in the field to meet existing conditions.
7. By placing the concrete rail 9" over the white Parking line the south bound lane will be narrowed by that amount. The 9" movement is required for truck access prior to the existing building being removed.
After the existing building has been removed the entire operation may be moved 9" to the west allowing for a 12.5' lane.
8. One additional step must be added to lower the stair way to street level. This stair will meet all building code requirements.
9. We have placed the North ADA Ramp where it will need to be for Phase 2 of the project.

Stage 1b, Working hours, with gates open for truck access, pedestrians restricted controlled by flagger.

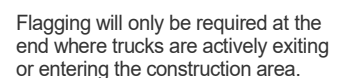
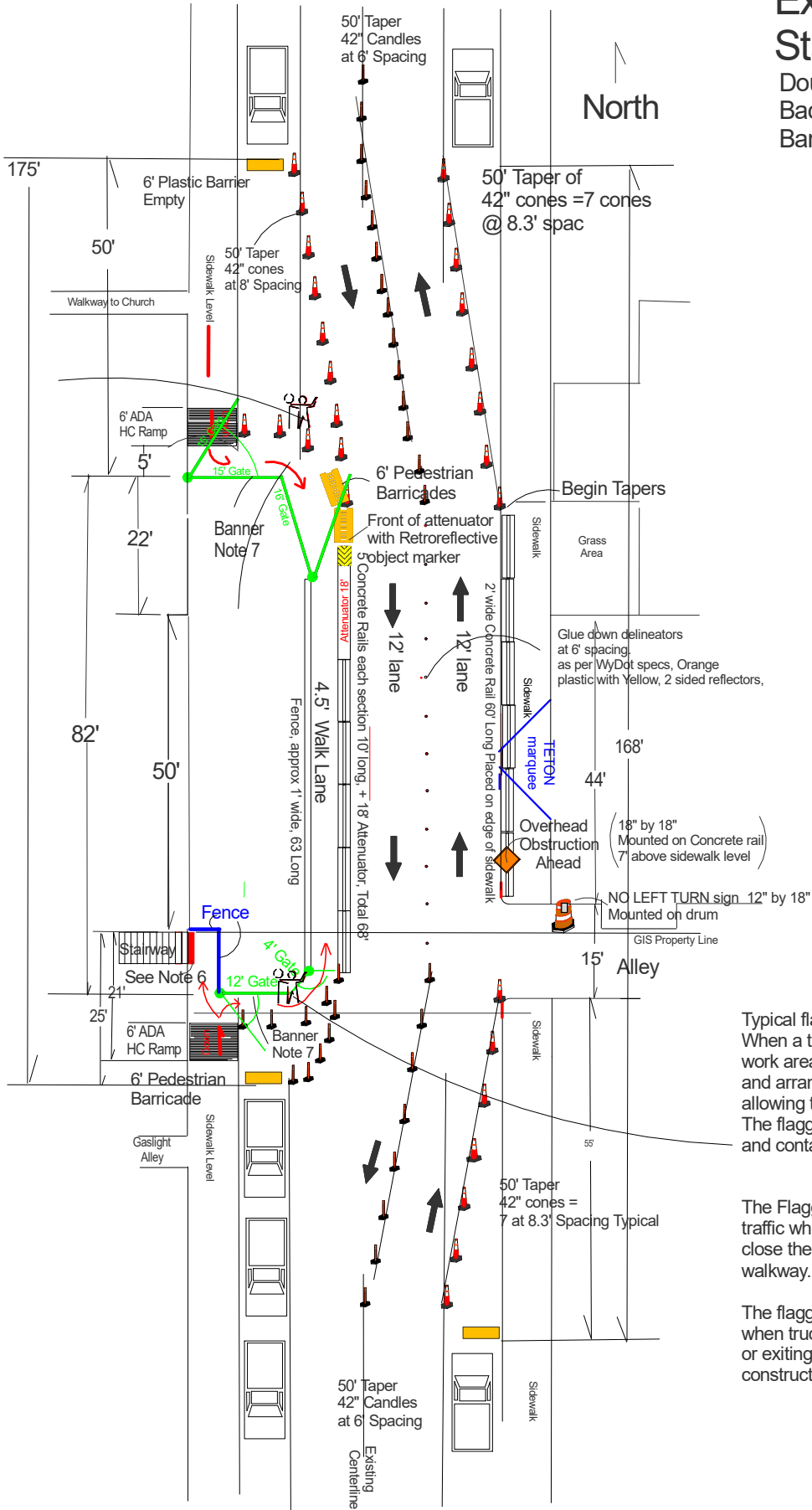


Exhibit 11a

Stage 2a, Non-Pour Days

Double lane shift See Exhibit 3
Backing up to exit is not required
Barrel Mixer only days



Traffic Control Plan
Hotel Jackson Stage 2b
135 N Cache

Wapiti Corp.

Notes:

1. All pedestrian traffic will be maintained.
2. All businesses will remain open with near normal access patterns.
3. Vehicles shown are in parking stalls.
4. The drums and candles shown are for reference only the actual number of devices required at any location will be determined in the field.
5. Distances shown are close but may be adjusted in the field to meet existing conditions.
6. One additional step must be added to lower the stairway to street level. This modification will meet all building code requirements.
7. A banner will be attached to outside face of the gates directing pedestrians thru the sidewalk detour and listing all the open businesses on the other side of the detour. The design of the banner will be submitted and approved.

Typical flagger operation:

When a truck wants to Enter or Exit the work area a flagger will open the gates and arrange the cones and barricades allowing the truck access into traffic. The flagger will use this equipment to protect and contain pedestrian traffic walkway.

The Flagger will stop pedestrian traffic while the truck exits then close the gate and reopen the walkway.

The flagger will only be required when trucks are actively entering or exiting that end of the construction area.

Exhibit 11b

Stage 2b - Pour Days

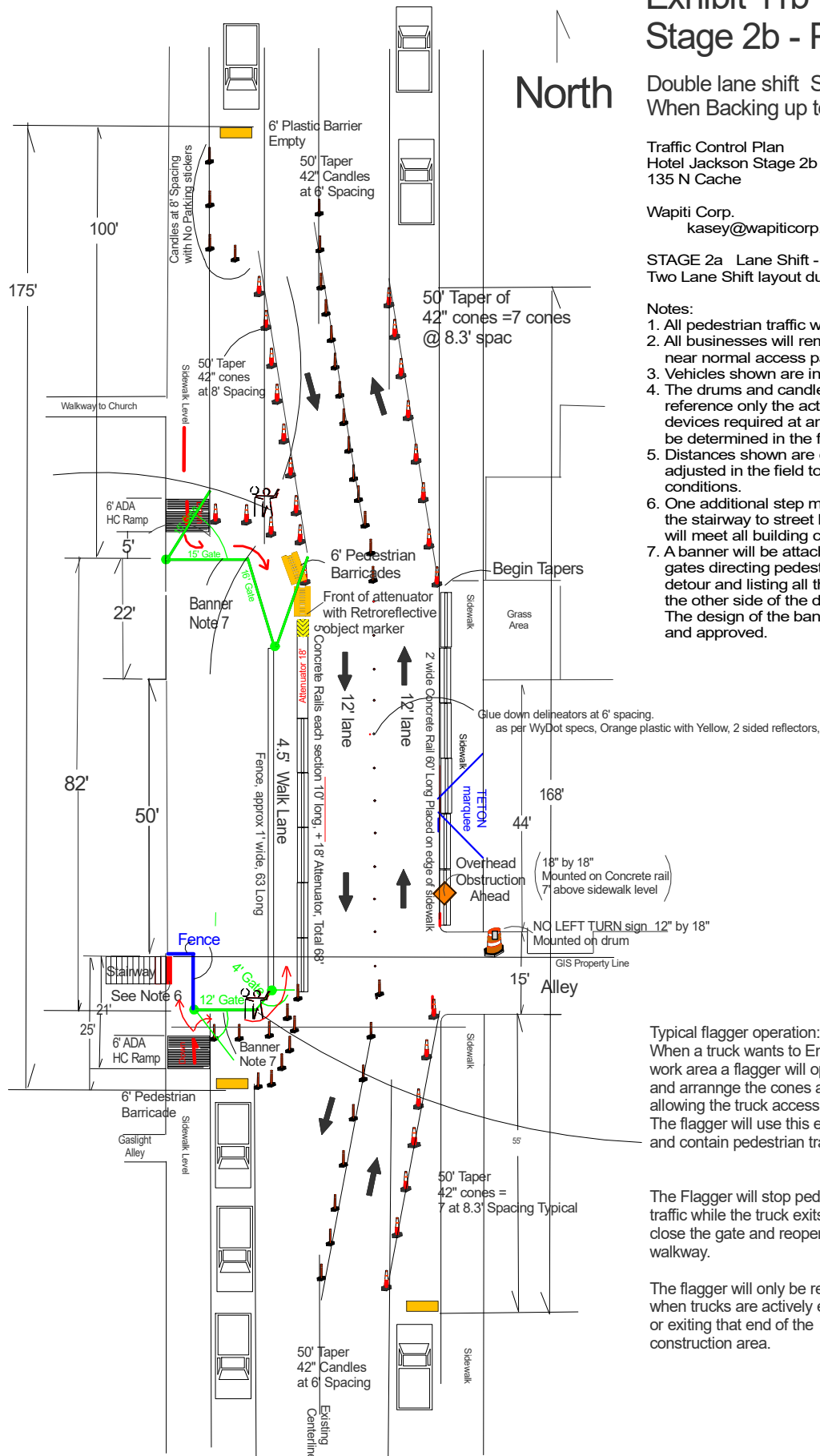
Double lane shift See Exhibit 4
When Backing up to depart is required.

Traffic Control Plan
Hotel Jackson Stage 2b
135 N Cache

Wapiti Corp.
kasey@wapiticorp.com

STAGE 2a Lane Shift - No Truck Access
Two Lane Shift layout during non work hours.

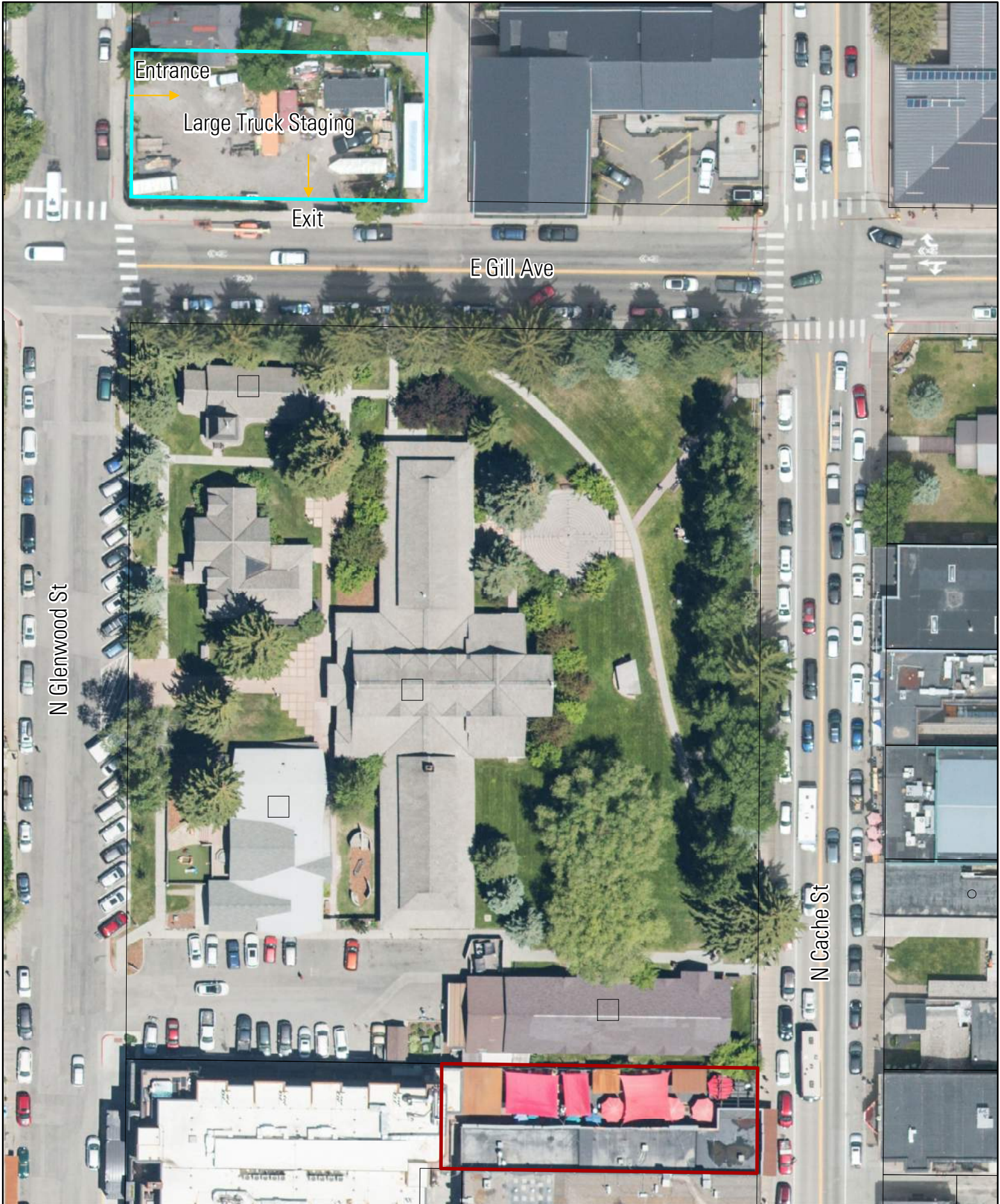
- Notes:
1. All pedestrian traffic will be maintained.
 2. All businesses will remain open with near normal access patterns.
 3. Vehicles shown are in parking stalls.
 4. The drums and candles shown are for reference only the actual number of devices required at any location will be determined in the field.
 5. Distances shown are close but may be adjusted in the field to meet existing conditions.
 6. One additional step must be added to lower the stairway to street level. This modification will meet all building code requirements.
 7. A banner will be attached to outside face of the gates directing pedestrians thru the sidewalk detour and listing all the open businesses on the other side of the detour. The design of the banner will be submitted and approved.



Typical flagger operation:
When a truck wants to Enter or Exit the work area a flagger will open the gates and arrange the cones and barricades allowing the truck access into traffic. The flagger will use this equipment to protect and contain pedestrian traffic walkway.

The Flagger will stop pedestrian traffic while the truck exits then close the gate and reopen the walkway.

The flagger will only be required when trucks are actively entering or exiting that end of the construction area.



**WAPITI CORP - EXHIBIT 12
LARGE TRUCK STAGING LOT**



**Wapiti
Corporation**
CONSTRUCTION MANAGEMENT

GENERAL SIDEWALK REQUIREMENTS

Corrective Work: Do not exceed ADA minimum or maximum requirements (unless specified in the contract for a given site infeasibility condition). If exceeded, provide corrective work as approved by the Engineer to bring the work into compliance with ADA Standards.

Minimum Sidewalk & Ramp Widths:

5 ft. [1525] for new construction and where feasible in existing infrastructure. ADA Minimum = 4 ft. [1220] (with passing zones).

Provide sidewalk passing zones every 200 ft. [61m] (ADA maximum) when the clear width of the sidewalk is less than 5 ft. [1525]. Passing zones are minimum of 5 ft. [1525] x 5 ft. [1525] (ADA minimum).

Cross-Slope (perpendicular to the travel direction):

Slope sidewalks at 1.5% towards street unless otherwise shown. ADA maximum cross-slope = 2.0%.

Sidewalk Grade: If the sidewalk is contained within the roadway/highway right of way, do not exceed the maximum grade for the adjacent roadway. For other areas, do not exceed 4.5%. ADA maximum = 5.0%. Exception: curb ramp grades have their own requirements.

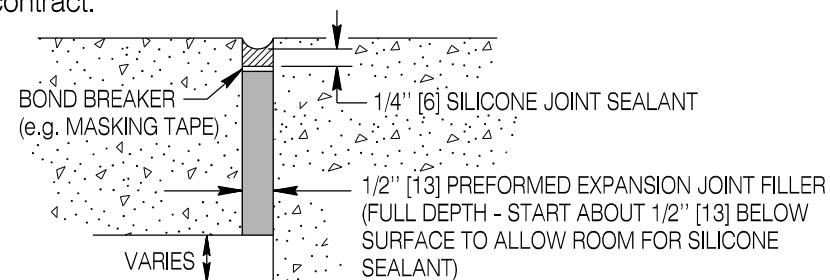
Curb Ramps: Provide curb ramps and landings at all pedestrian street crossings and for each direction of travel. Provide perpendicular ramps or combination ramps where available right-of-way exists.

Detectable Warnings: Provide color contrast detectable warnings in accordance with the contract for all ramps for the entire ramp width for perpendicular ramps and the entire street grade landing for parallel ramps. The rust like patina on cast iron detectable warnings is considered to meet color contrast requirements.

Pedestrian Signal Actuators: Provide in accordance with MUTCD.

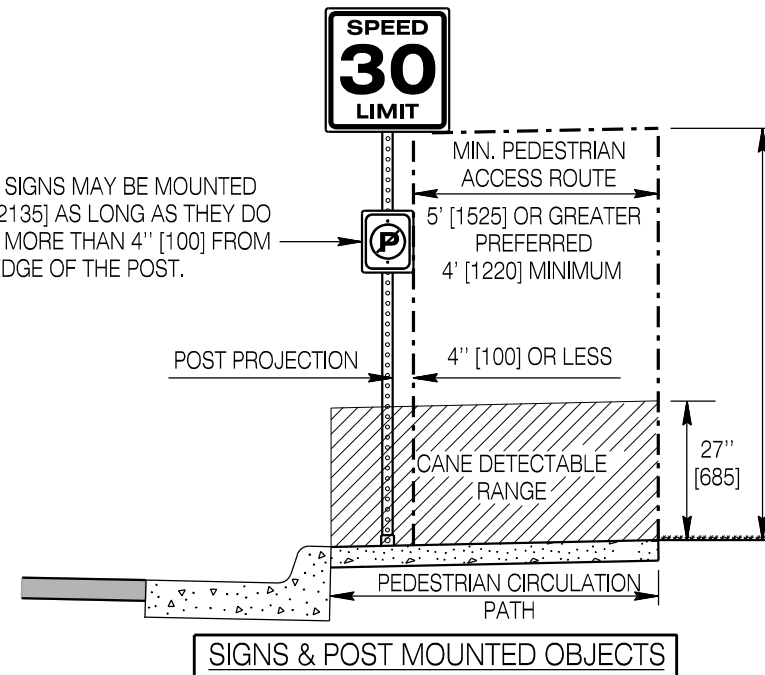
Sidewalk Closures (for construction): Provide sidewalk closures in conformance with ADA and MUTCD requirements.

Expansion Joints: Provide expansion joints (shown below) as required in the contract.

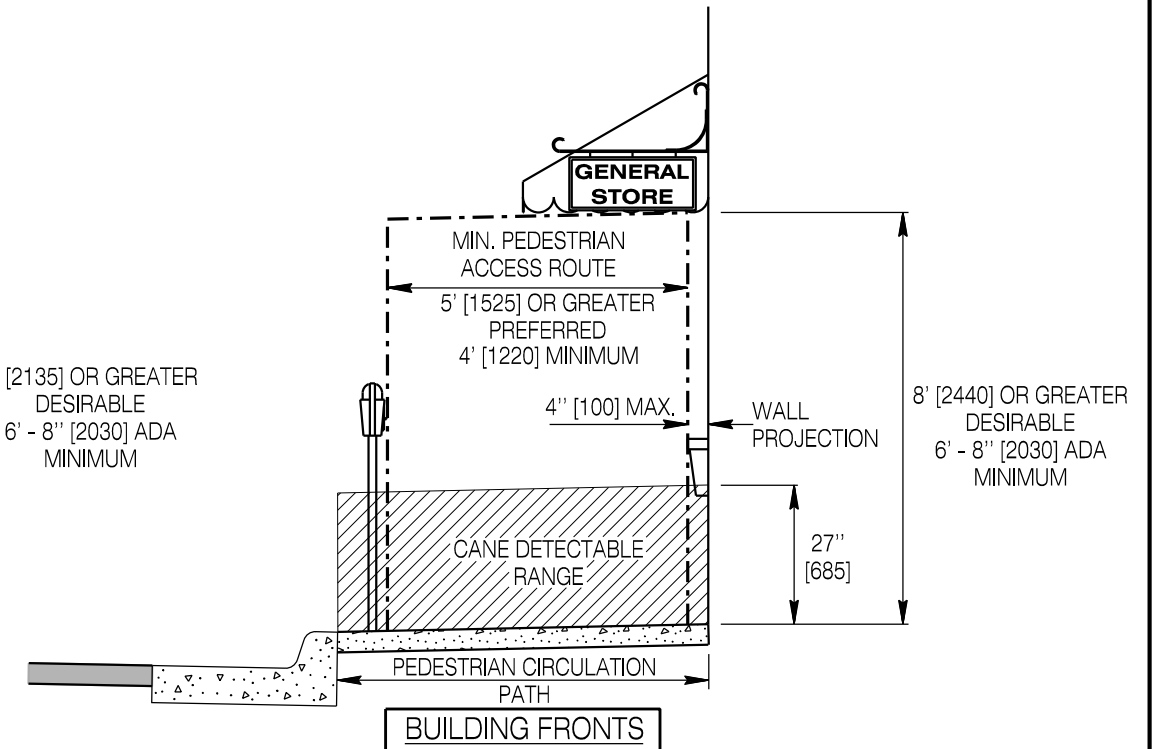


TYPICAL EXPANSION JOINT DETAIL

SECONDARY SIGNS MAY BE MOUNTED BELOW 7 FT. [2135] AS LONG AS THEY DO NOT PROJECT MORE THAN 4" [100] FROM THE EDGE OF THE POST.



7' [2135] OR GREATER DESIRABLE
6' - 8" [2030] ADA MINIMUM

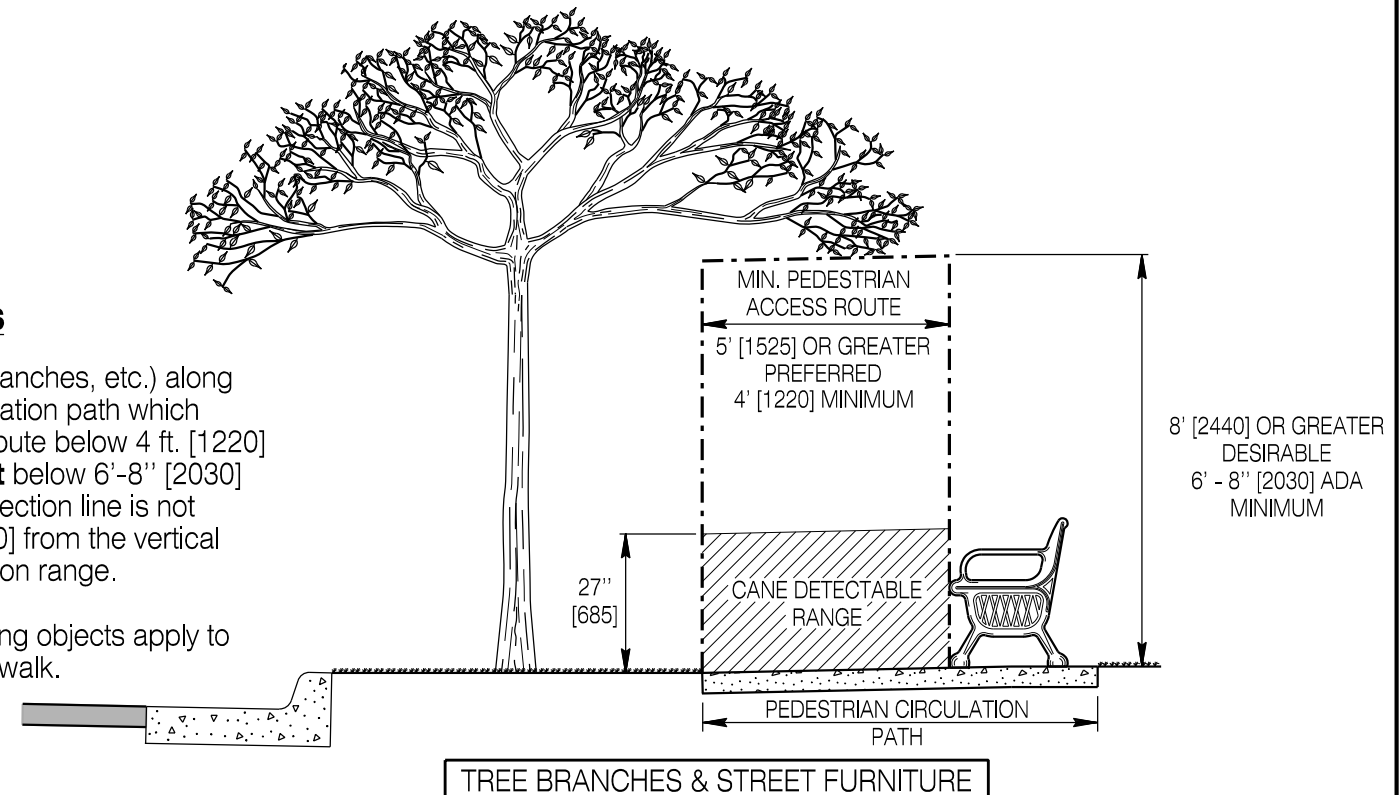


8' [2440] OR GREATER DESIRABLE
6' - 8" [2030] ADA MINIMUM

MINIMUM PEDESTRIAN ACCESS ROUTE WIDTH, HEIGHT, AND PROTRUDING OBJECTS

Do not permit objects (street furniture, signs, trees, branches, etc.) along side or overhanging any portion of a pedestrian circulation path which reduces the **clear width** of the pedestrian access route below 4 ft. [1220] (5 ft. [1525] or greater preferred) or the **clear height** below 6'-8" [2030] (8 ft. [2440] preferred). An object above the cane detection line is not permitted to protrude horizontally more than 4 in. [100] from the vertical projection of an object located within the cane detection range.

The requirements above for clear height and protruding objects apply to the entire circulation path for which a pedestrian can walk.



8' [2440] OR GREATER DESIRABLE
6' - 8" [2030] ADA MINIMUM

Designed by: WBW
Drawn by: RCS
Checked by: WBW
Previous Dwg. No.: 608-1A

GENERAL REQUIREMENTS

Note: Units shown in brackets [] are metric and are in millimeters (mm) unless other units are shown.



CONCRETE SIDEWALK AND
ADA ACCESSIBILITY

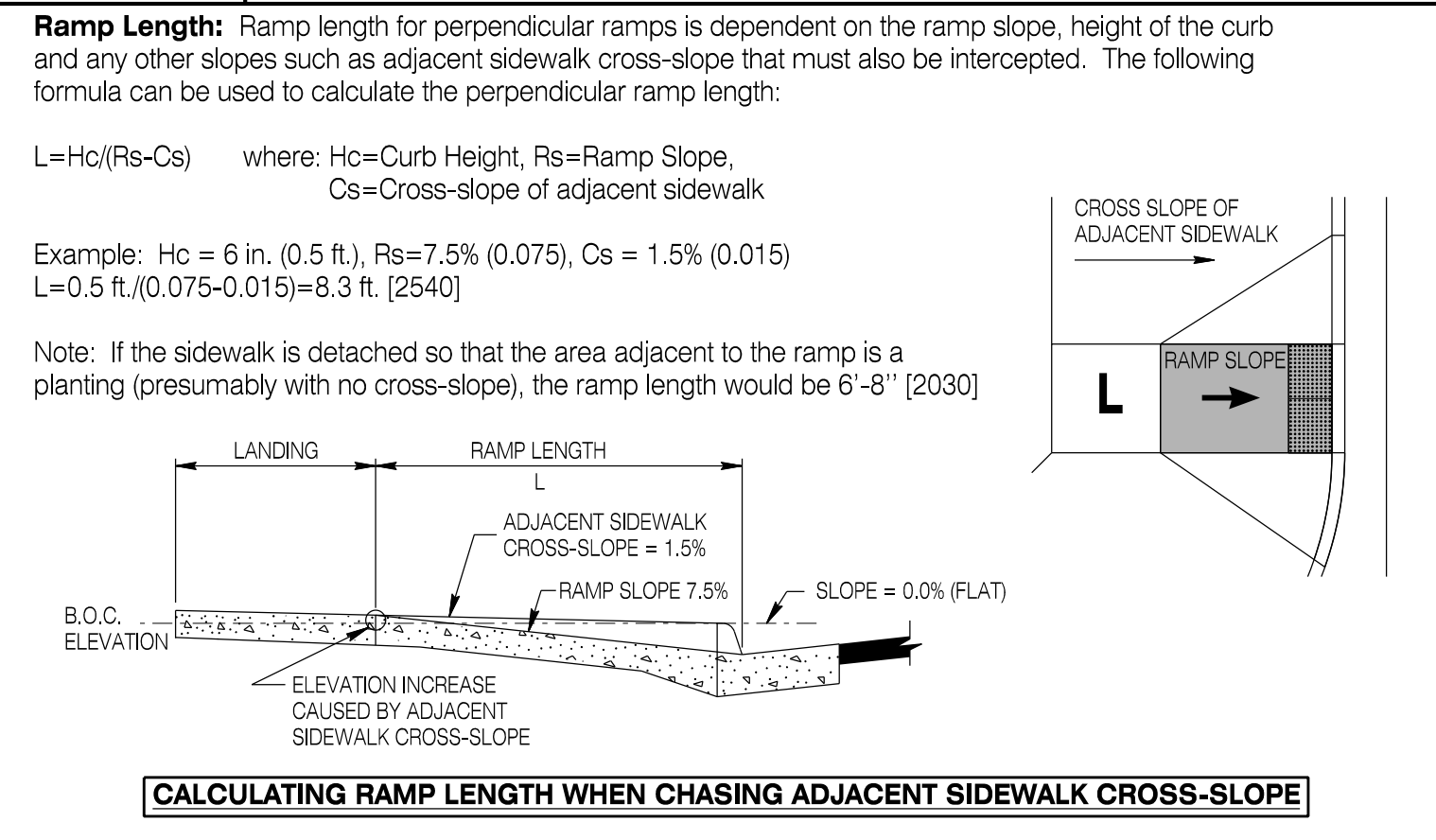
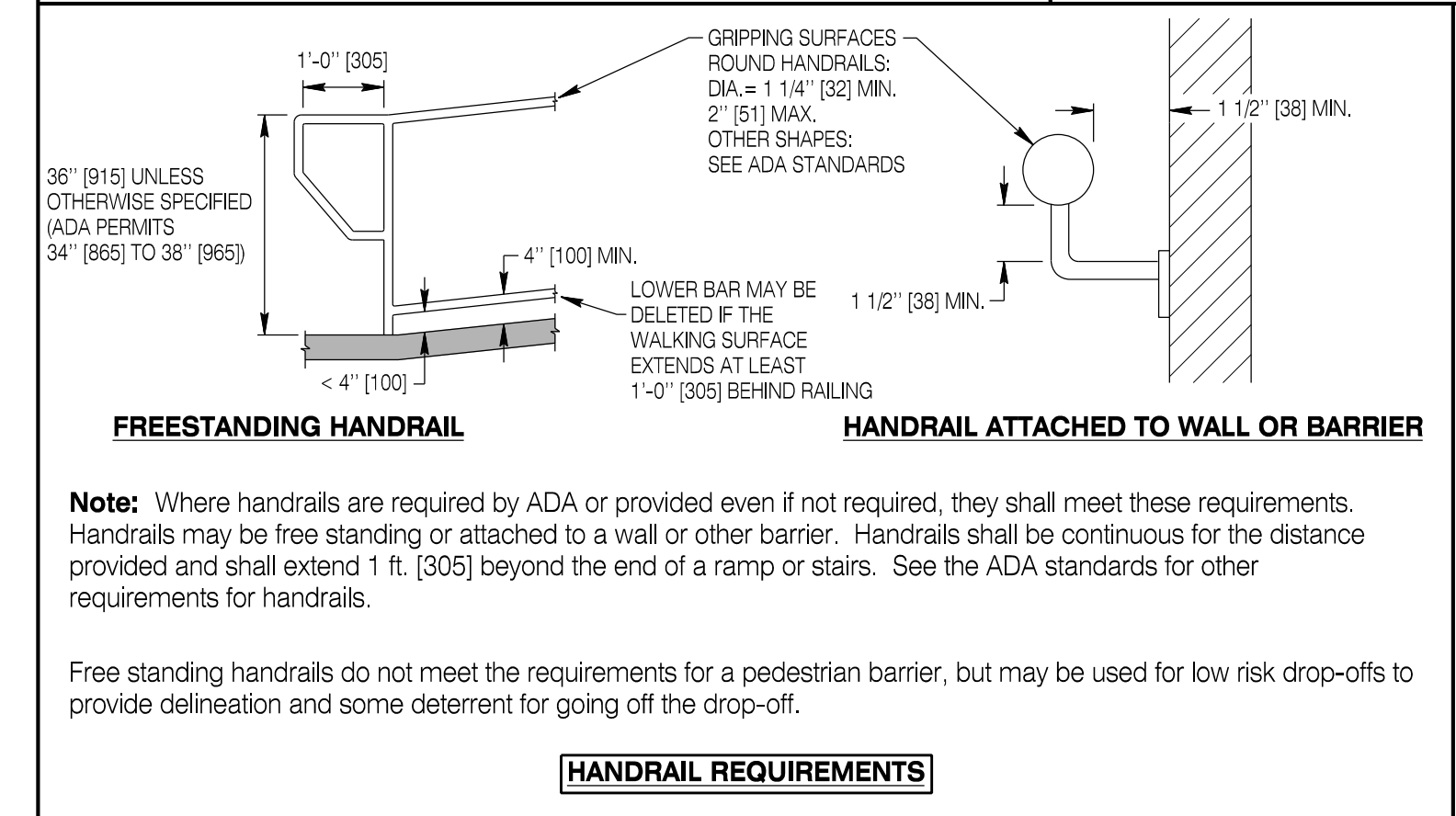
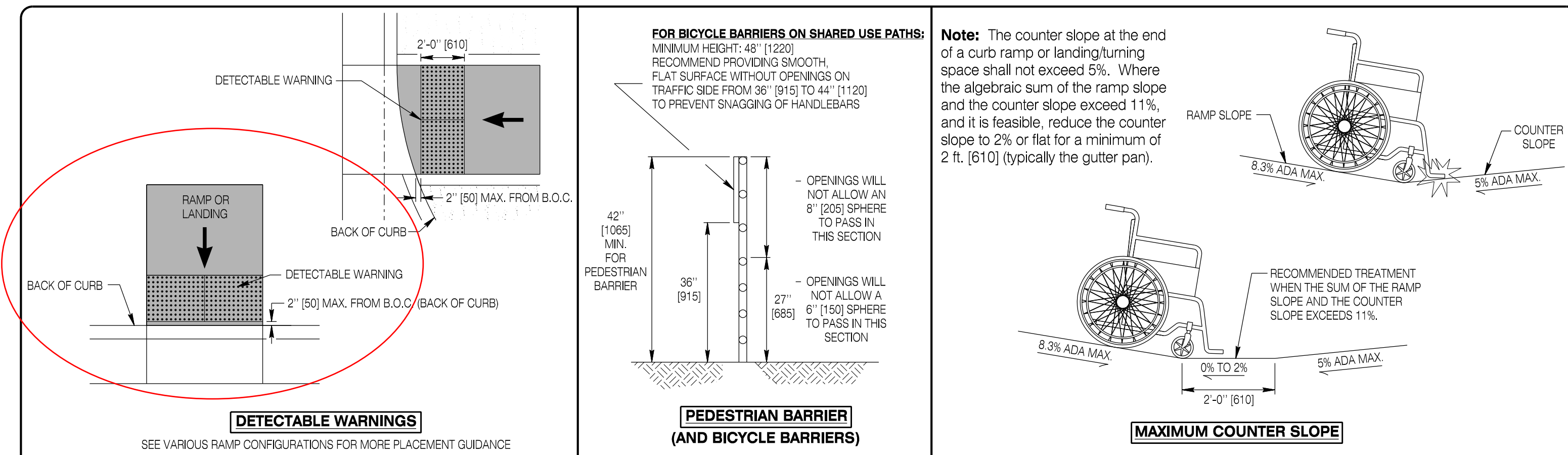
STANDARD PLAN

STANDARD PLAN NUMBER

608-1B

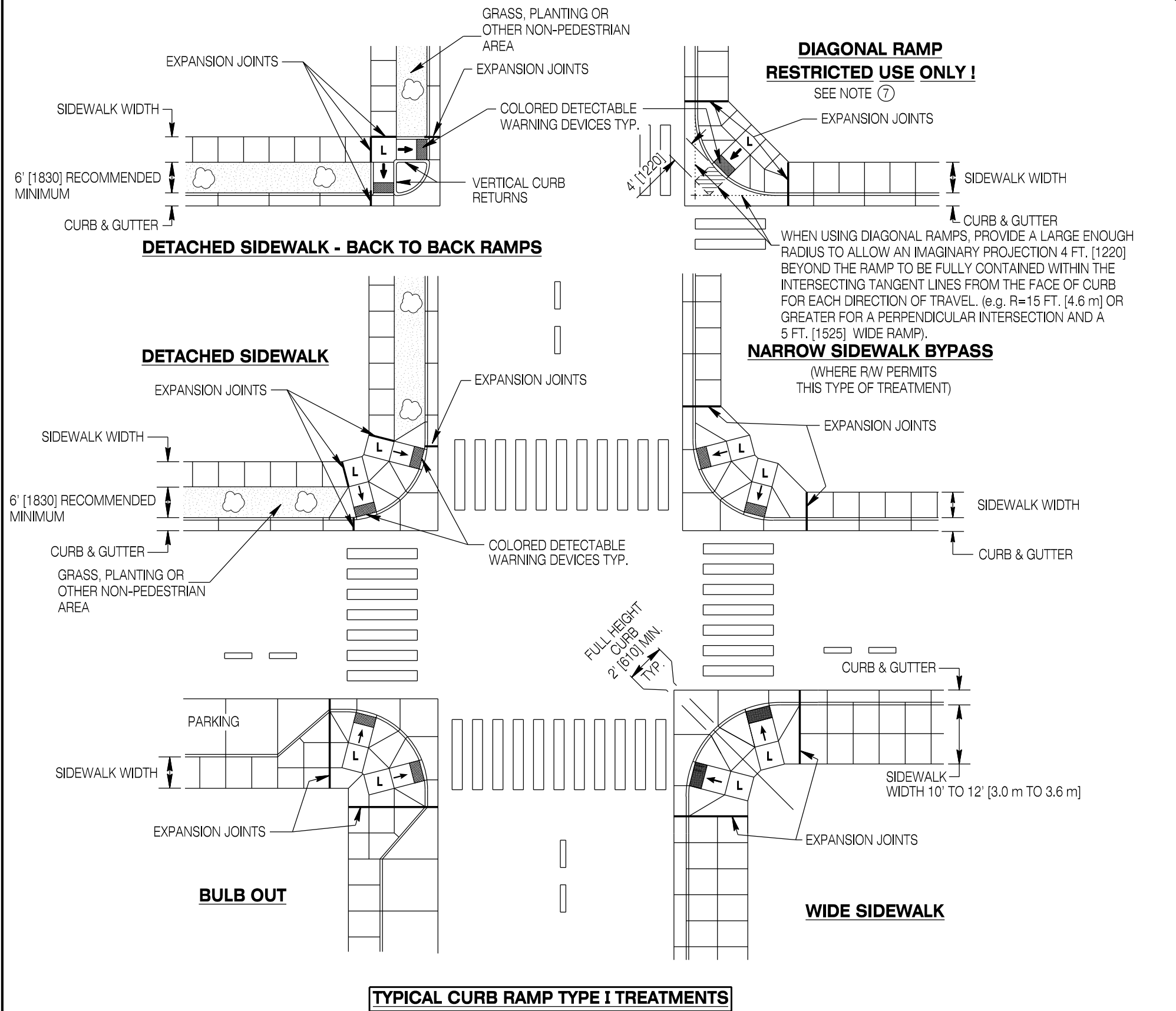
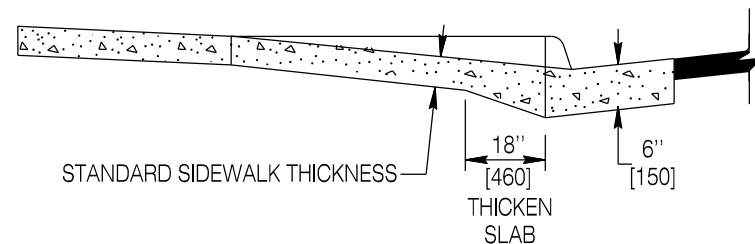
SHEET 1 of 8

Issued by: ENGINEERING SERVICES
Date Issued: JULY 2018



PERPENDICULAR RAMP NOTES

- ① **Ramp Width:** Provide 5 ft. [1525] or greater width where possible. If site conditions do not permit, provide a 4 ft. [1220] minimum ramp width. Ensure the ramp is fully contained within the pedestrian crossing.
- ② **Ramp Slope:** 7.5% or flatter, ADA maximum = 8.3%.
- ③ **Ramp Cross-Slope:** 1.5%, ADA maximum = 2.0%.
- L ④ **Landing/Turning Area:** Provide a landing/turning area at the top of perpendicular ramps with a width equal to the ramp width. Provide a landing length (in the direction of the ramp run) of 5 ft. [1525] minimum. This length can be reduced to 4 ft. [1220] if no vertical obstructions such as buildings, walls, curbs, etc. are directly behind the landing. Do not exceed a slope of 1.5% for the landing in either primary direction (parallel or perpendicular to the ramp run). ADA maximum cross-slope = 2.0%.
- ⑤ **Flared Ramp Returns:** Provide flared returns with a relative slope of 10% measured along the curb line. If the flare between ramps is located in a non-pedestrian area (for example, a signal pole blocks passage), the flares may be steeper. Place ramps with flared returns perpendicular to the curb line.
- ⑥ **Vertical Ramp Returns:** Vertical returns may be used only if the sidewalk is detached from the curb or obstructions are adjacent to the ramp so pedestrians don't have to traverse vertical flares which could become a tripping hazard. When using vertical returns, ensure the ramps align with the intended direction of travel across the street. Ensure slope breaks such as the flow line are constructed perpendicular to the ramps.
- ⑦ **Ramp Alignment:** Provide ramps aligned to be fully contained in the intended crosswalk. Provide one ramp for each direction of travel, unless site infeasibility conditions exist or a skewed intersection is present where one ramp better serves both directions of travel. If a diagonal ramp is used, ensure that an imaginary 4 ft. [1220] by 4 ft. [1220] box at the bottom of the ramp can be provided which doesn't extend beyond either face of curb line.
- ⑧ **Ramp Length:** Perpendicular curb ramp length is dependent on the ramp slope, height of the curb and any other slopes such as adjacent sidewalk cross-slope that must also be intercepted. See **SHEET 2** for calculating ramp length when chasing an adjacent sidewalk cross-slope.
- ⑨ **Ramp Construction:** Transition ramp thickness from sidewalk thickness to gutter thickness in the last 18 in. [460] of the ramp.



Designed by: WBW
Drawn by: RCS
Checked by: WBW
Previous Dwg. No. 608-1A

TYPE I - PERPENDICULAR CURB RAMPS

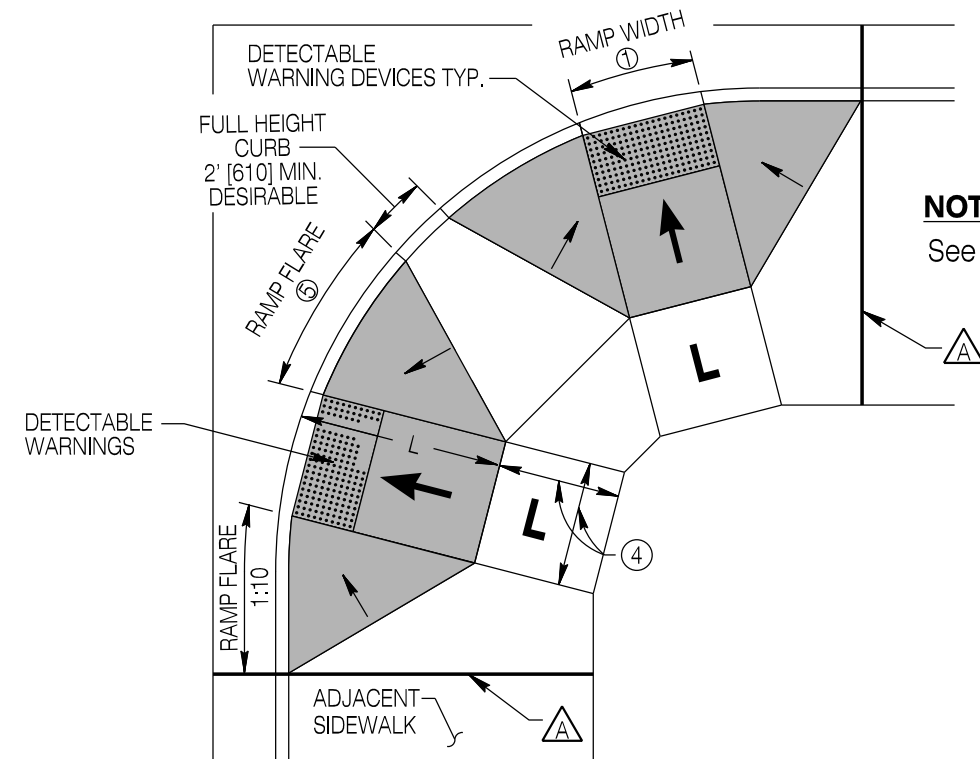
Note: Units shown in brackets [] are metric and are in millimeters (mm) unless other units are shown.



**CONCRETE SIDEWALK AND
ADA ACCESSIBILITY**

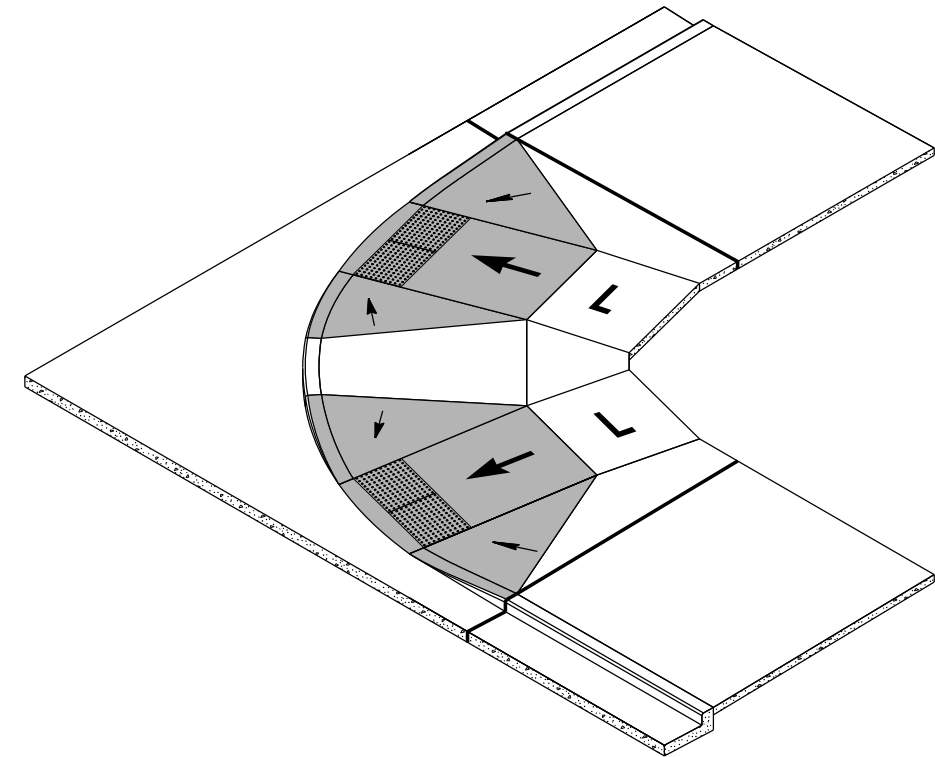
STANDARD PLAN

STANDARD PLAN NUMBER
608-1B
SHEET 3 of 8
Issued by: ENGINEERING SERVICES
Date Issued: JULY 2018



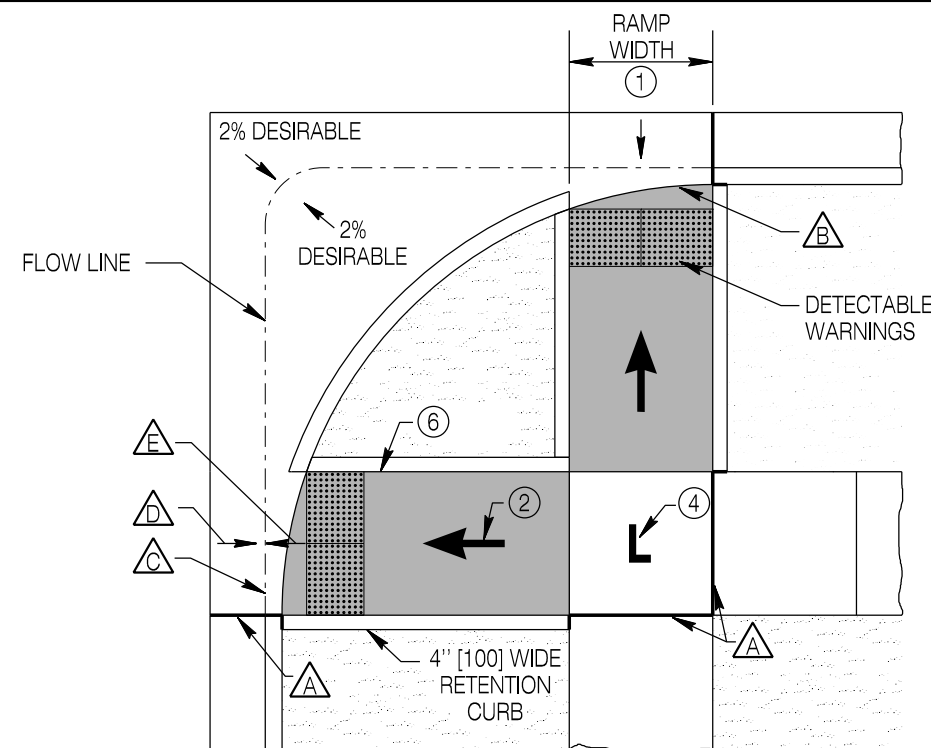
TOP VIEW

NOTES:
See notes below.



ISOMETRIC VIEW

TYPICAL TYPE I (PERPENDICULAR) CORNER RAMPS WITH FLARED RETURNS

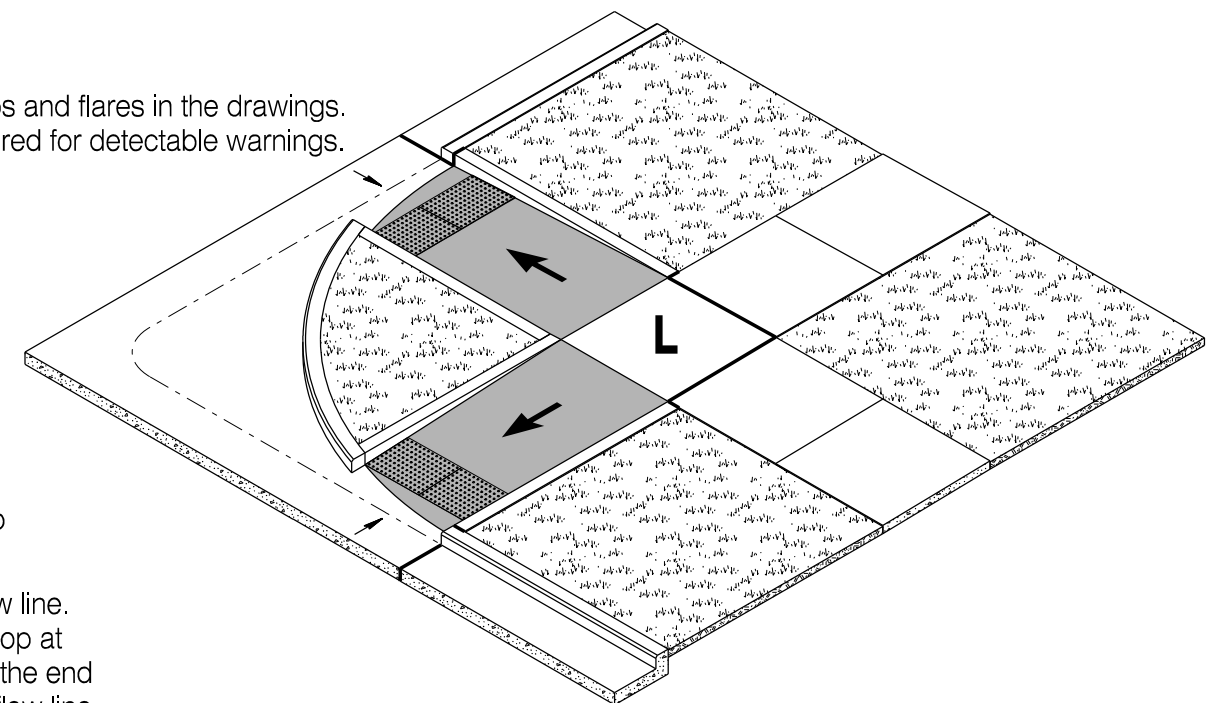


TOP VIEW

NOTES:
Shaded areas are intended to highlight ramps and flares in the drawings. Color contrast from the sidewalk is only required for detectable warnings.

Notes ① through ⑨ - See **SHEET 3**

- △ Expansion Joint - See **SHEET 1**
- △ Not a grade break line.
- △ Make grade breaks (such as the gutter flow line) perpendicular to the ramps.
- △ Gutter counter slopes should be 2% maximum where possible at curb ramp locations.
- △ Typically ramp run should extend to flow line. However, when specified, ramp may stop at curb line. In those cases, beginning at the end of the ramp, slope downward at 2% to flow line.



ISOMETRIC VIEW

TYPICAL TYPE I (PERPENDICULAR) CORNER RAMPS WITH VERTICAL RETURNS

Designed by: WBW
Drawn by: RCS
Checked by: WBW
Previous Dwg. No. 608-1A

TYPE I PERPENDICULAR RAMPS (CONTINUED)

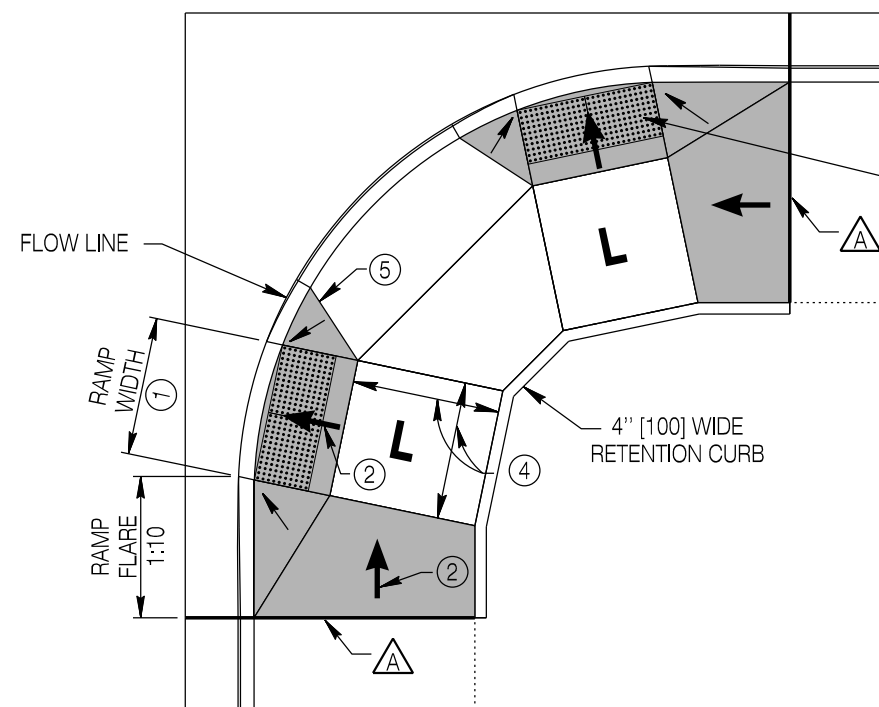
Note: Units shown in brackets [] are metric and are in millimeters (mm) unless other units are shown.



**CONCRETE SIDEWALK AND
ADA ACCESSIBILITY**

STANDARD PLAN

STANDARD PLAN NUMBER
608-1B
SHEET 4 of 8
Issued by: ENGINEERING SERVICES
Date Issued: JULY 2018



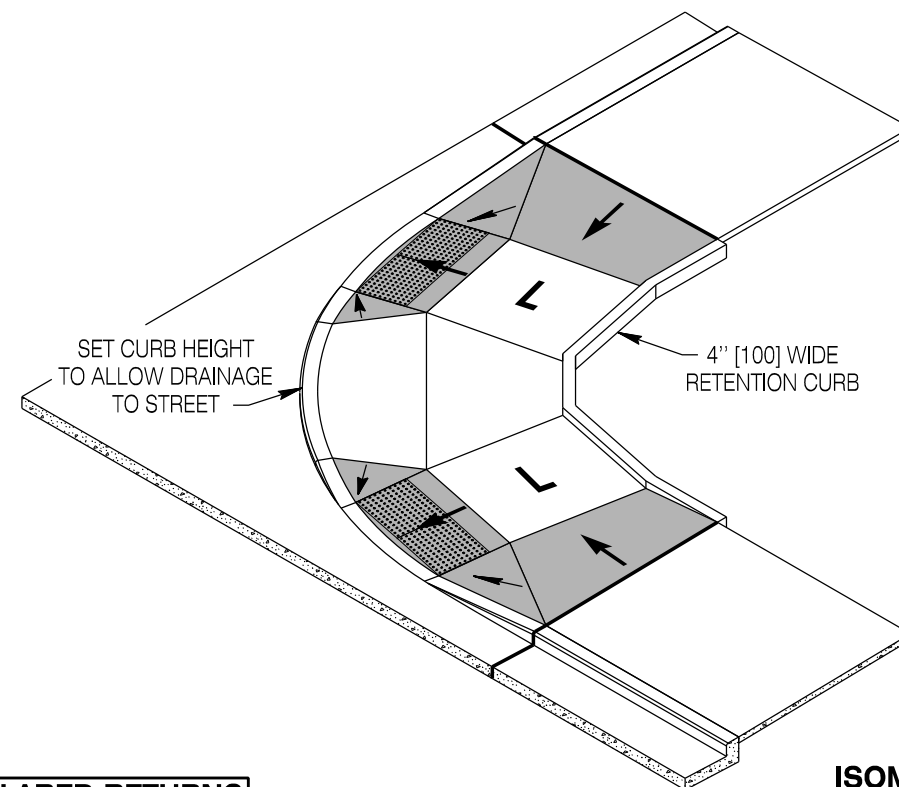
TOP VIEW

NOTES:

See notes below.

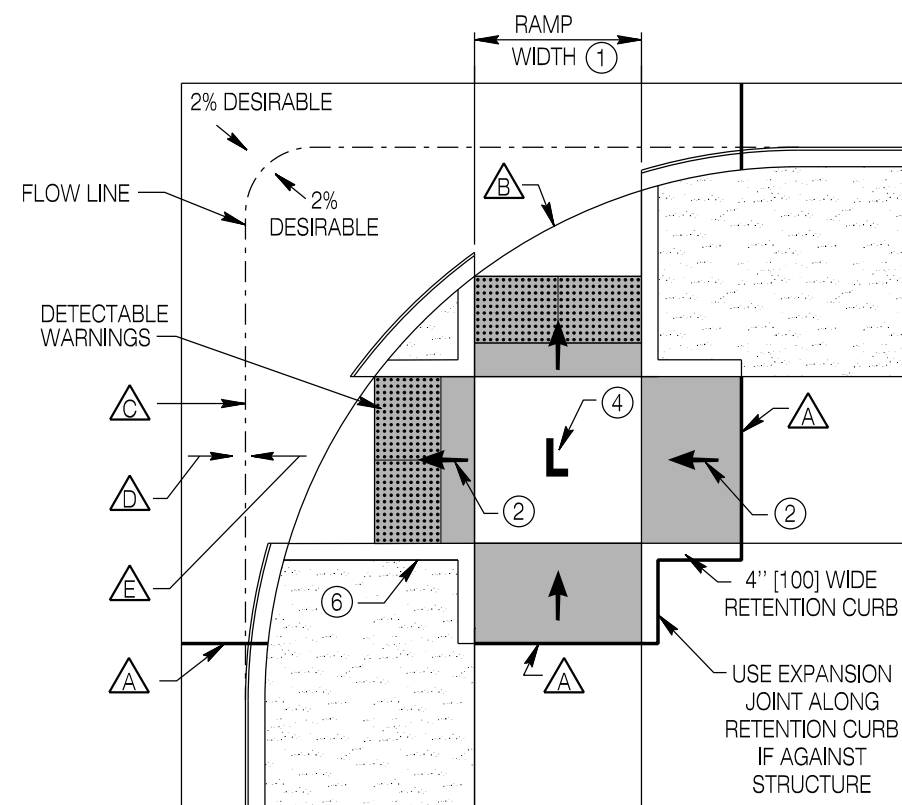
DETECTABLE WARNINGS

4" [100] WIDE
RETENTION CURB



ISOMETRIC VIEW

MODIFIED TYPE II (COMBINED) CORNER RAMPS WITH FLARED RETURNS



TOP VIEW

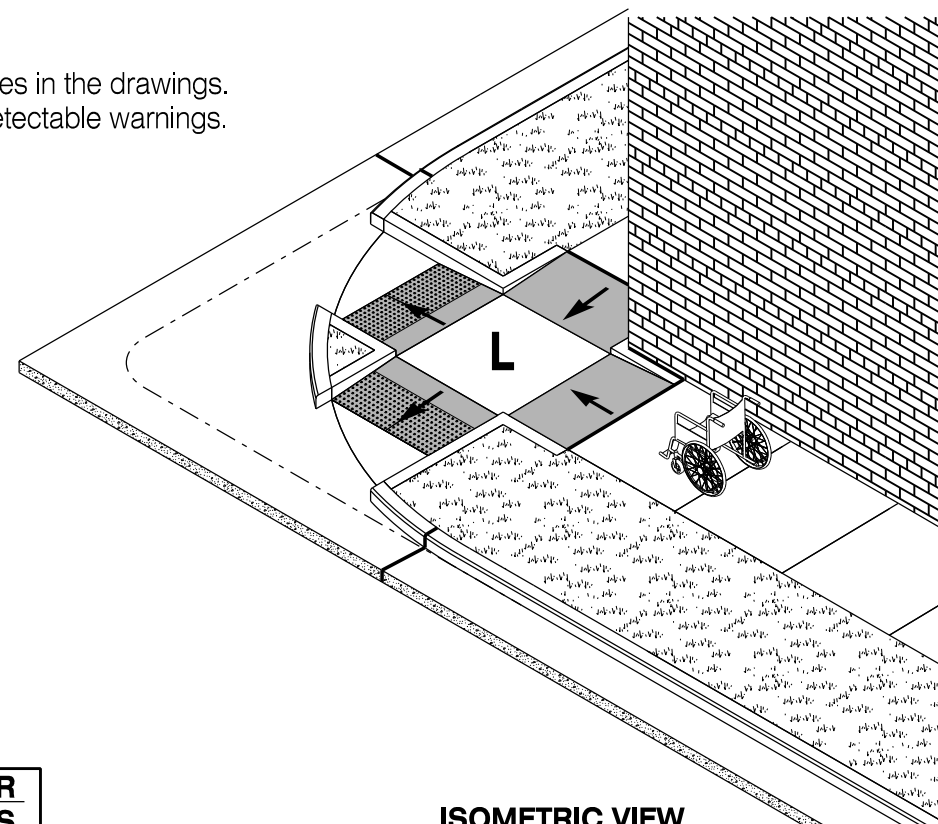
NOTES:

Shaded areas are intended to highlight ramps and flares in the drawings. Color contrast from the sidewalk is only required for detectable warnings.

Notes ① through ⑨ - See **SHEET 3**

- △ Expansion Joint - See **SHEET 1**
- △ Not a grade break line.
- △ Make grade breaks (such as the gutter flow line) perpendicular to the ramps.
- △ Gutter counter slopes should be 2% maximum where possible at curb ramp locations.
- △ Typically ramp run should extend to flow line. However, when specified, ramp may stop at curb line. In those cases, beginning at the end of the ramp, slope downward at 2% to flow line.

MODIFIED TYPE II (COMBINED) CORNER RAMPS WITH VERTICAL CURB RETURNS



ISOMETRIC VIEW

Designed by: WBW
Drawn by: RCS
Checked by: WBW
Previous Dwg. No. 608-1A

TYPE II - COMBINED PERPENDICULAR / PARALLEL RAMPS

Note: Units shown in brackets [] are metric and are in millimeters (mm) unless other units are shown.



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TRANSPORTATION



**CONCRETE SIDEWALK AND
ADA ACCESSIBILITY**

STANDARD PLAN

STANDARD PLAN NUMBER

608-1B

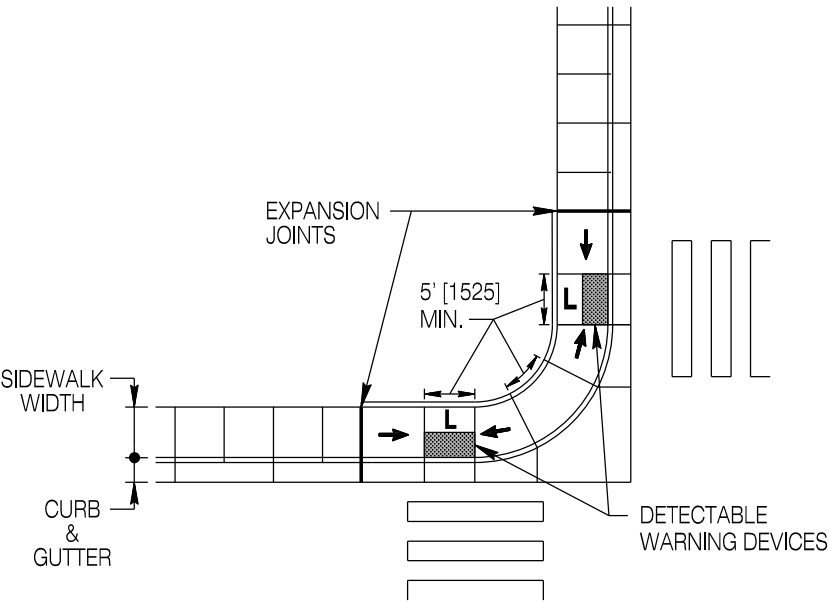
SHEET 5 of 8

Issued by: ENGINEERING SERVICES
Date Issued: JULY 2018

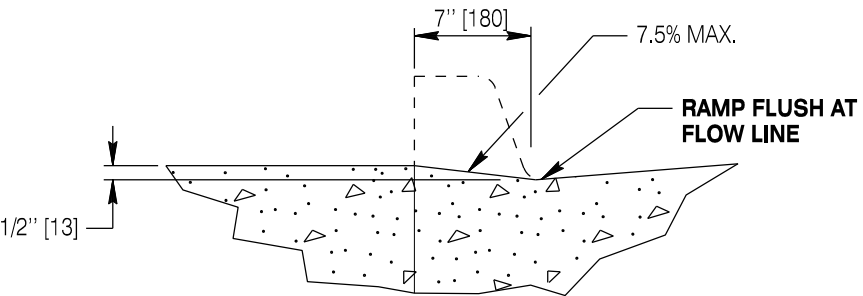
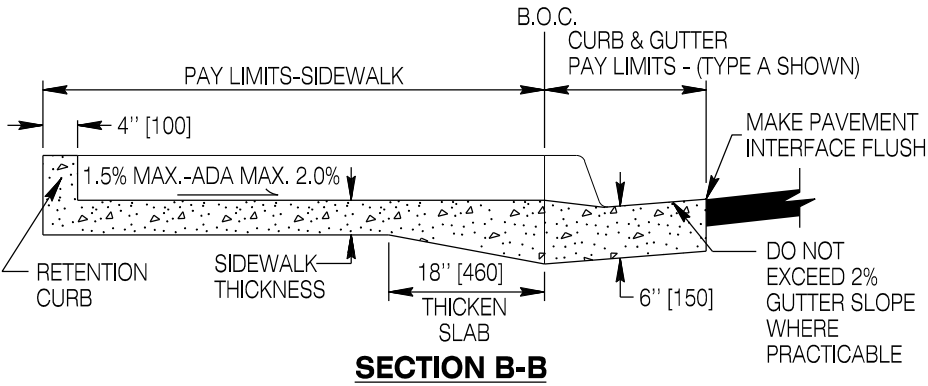
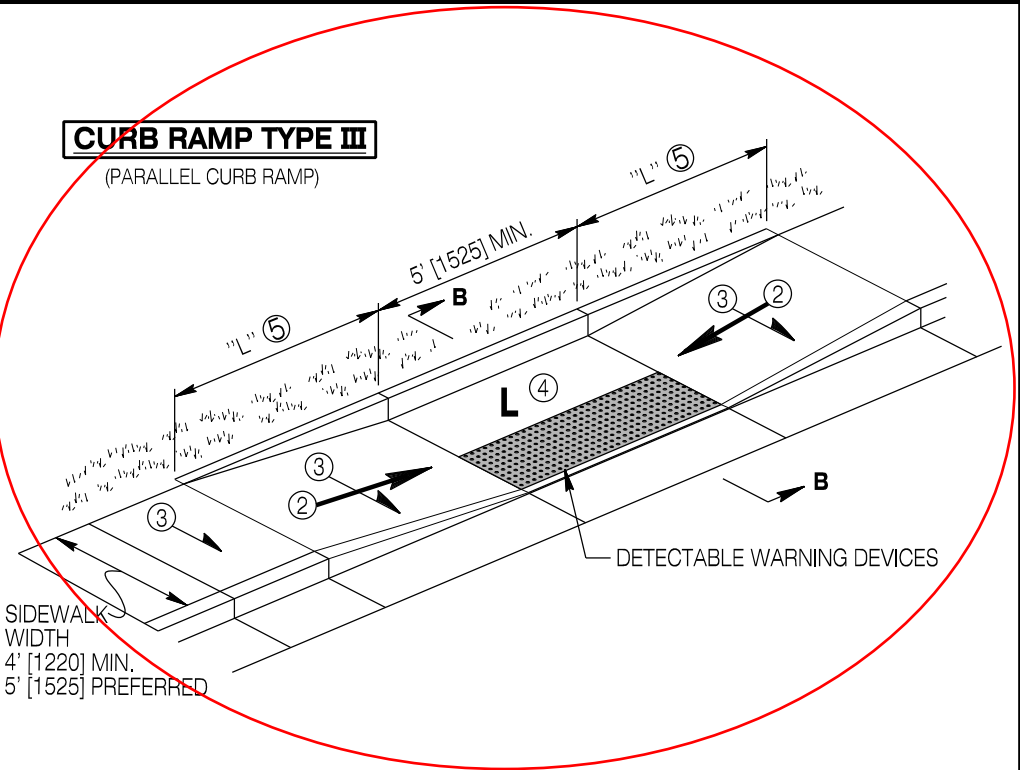
TYPE III (PARALLEL) CURB RAMP REQUIREMENTS

Use type III parallel ramps when it is not feasible to construct type I perpendicular, or type II combined ramps.

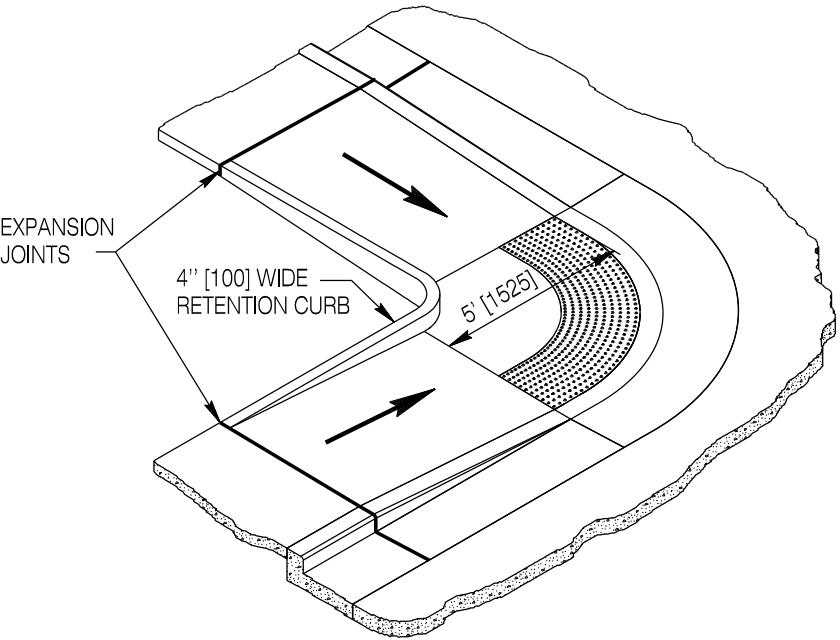
- ① **Ramp Width:** Provide a ramp width equal to or greater than the adjacent sidewalk run.
- ➔ ② **Ramp Slope:** 7.5% or flatter, ADA maximum = 8.3%.
- ➔ ③ **Ramp Cross-Slope:** 1.5%, ADA maximum = 2.0%.
- L** ④ **"L" Landing/Turning Area:** Provide a landing/turning area at the bottom of parallel ramps with a width equal to the ramp width. Provide a landing length (in the direction of the ramp run) of 5 ft. [1525] minimum. Do not exceed a slope of 1.5% for the landing in either primary direction (parallel or perpendicular to the ramp run). Ensure the landing is fully contained within the pedestrian crossing. ADA maximum cross-slope = 2.0%.
- ⑤ **Ramp Length:** Ramp length is normally determined by the ramp slope and the elevation change from the sidewalk to the landing. For flat terrain and a 6 in. [150] curb height the ramp length equals 6'-8" [2030]. Where the terrain is sloping, ramp lengths can get significantly longer, however, ADA does not require the ramp length to exceed 15 ft. [4.6 m].
- ⑥ **Single or Dual Pair Ramps:** Provide dual pair ramps when they adequately fit site conditions and align with ramps on the other side of the street. Where dual ramps are not practical due to existing site conditions, provide single pair ramps. Ensure the ramp landings are fully contained within the pedestrian crossing.



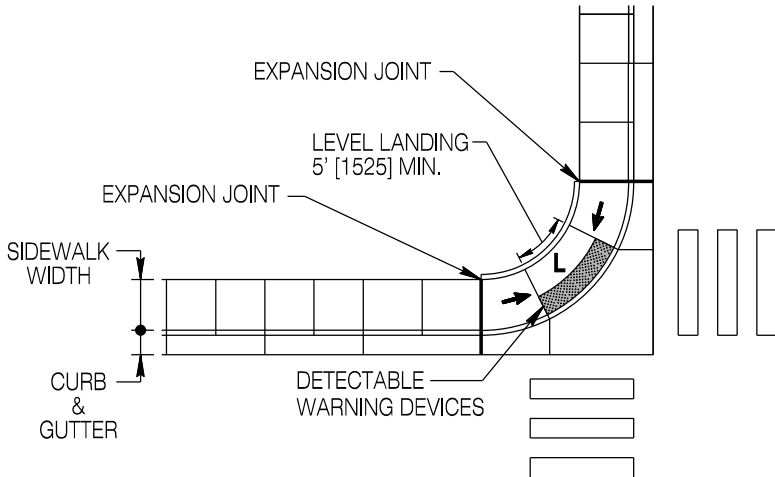
DUAL PAIR PARALLEL RAMPS



CURB & GUTTER MODIFICATION AT LANDING



SQUARE BACK SIDEWALK



RADIUS BACK SIDEWALK

SINGLE PAIR PARALLEL RAMPS

Designed by: WBW
Drawn by: RCS
Checked by: WBW
Previous Dwg. No. 608-1A

TYPE III (PARALLEL)
CURB RAMPS

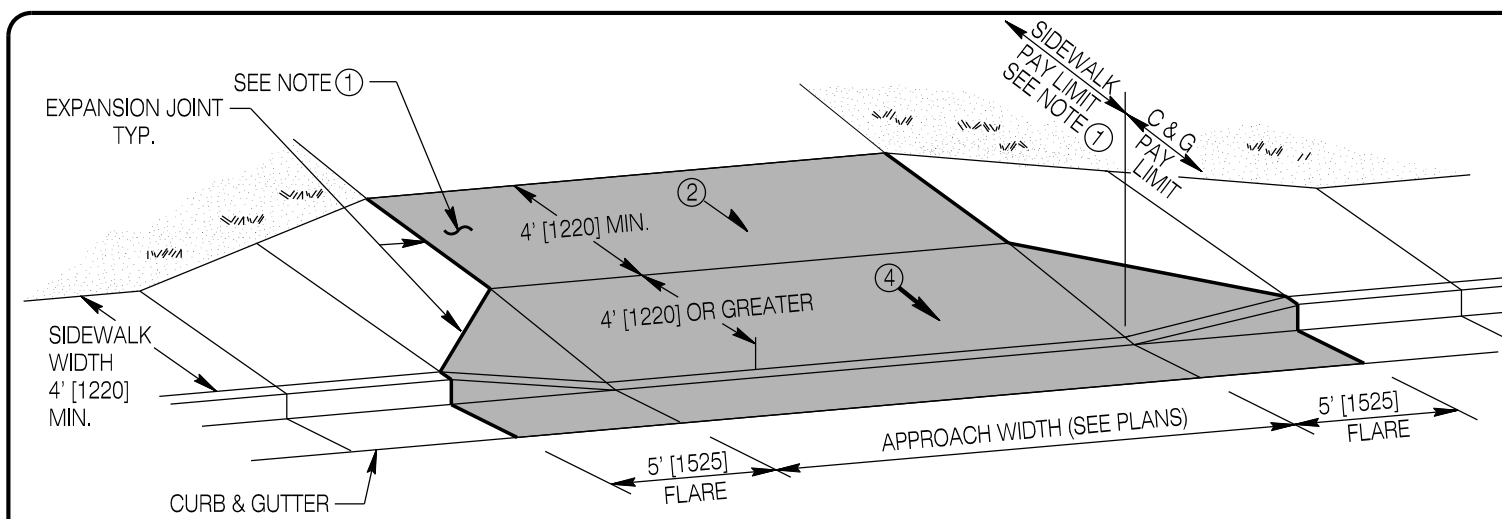
Note: Units shown in brackets [] are metric and are in millimeters (mm) unless other units are shown.



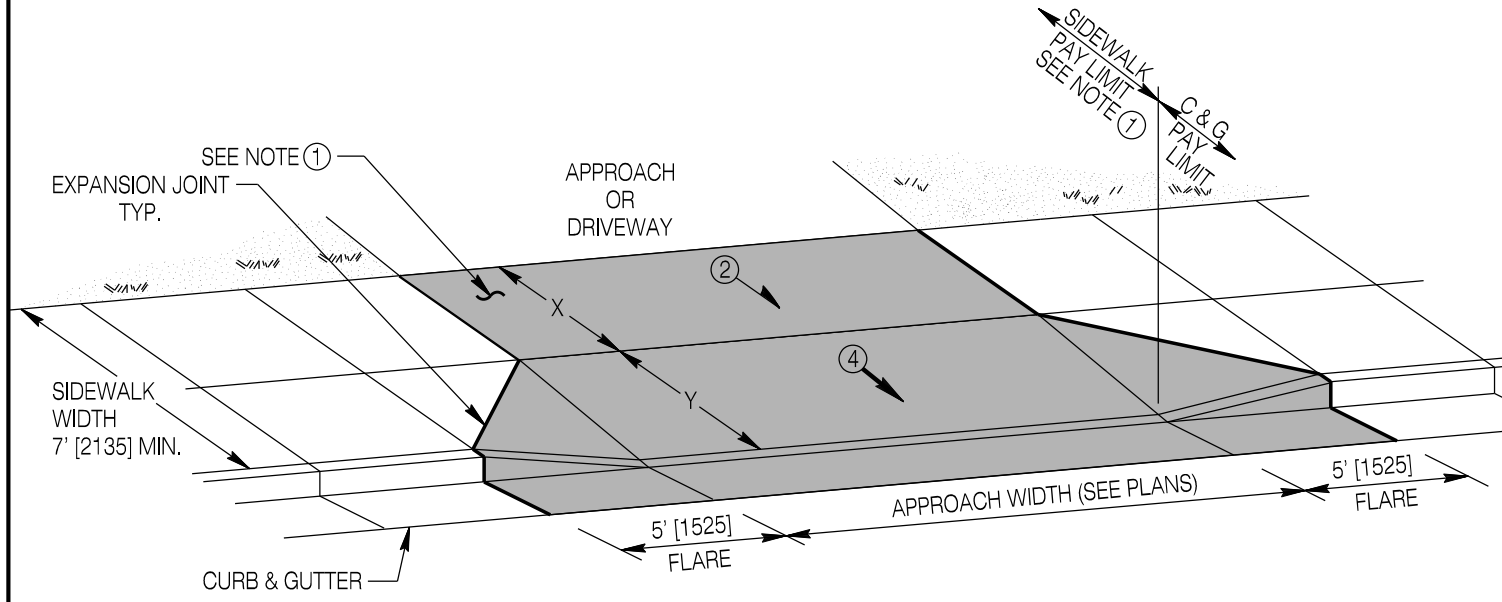
CONCRETE SIDEWALK AND
ADA ACCESSIBILITY

STANDARD PLAN

STANDARD PLAN NUMBER
608-1B
SHEET 6 of 8
Issued by: ENGINEERING SERVICES
Date Issued: JULY 2018

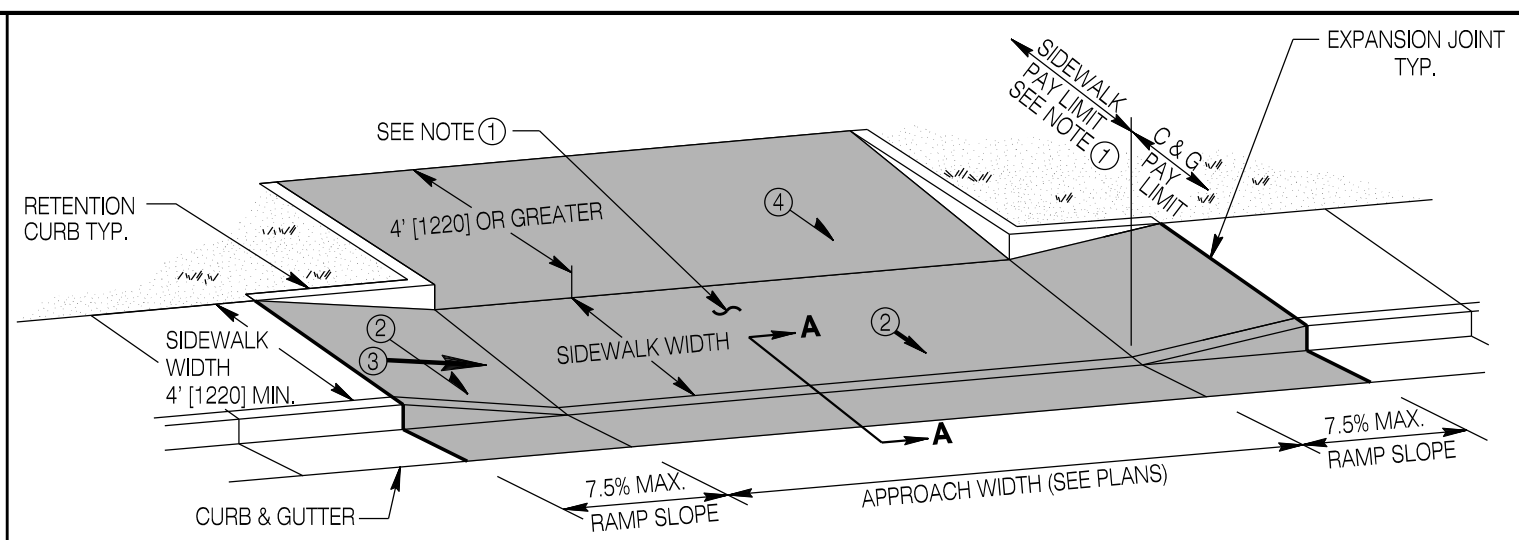


TYPE A - PEDESTRIAN SIDEWALK WITH EXTERNAL BYPASS
(USE FOR SIDEWALK ADJACENT TO CURB WHERE RIGHT-OF-WAY PERMITS CONSTRUCTION)



TYPE B - PEDESTRIAN SIDEWALK WITH INTERNAL BYPASS
(USE WITH SIDEWALK WIDTHS 7' [2135] AND WIDER.)

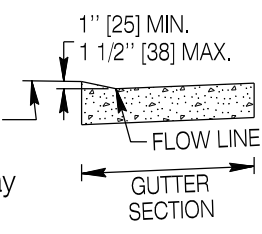
SIDEWALK WIDTH		X		Y	
Ft	mm	Ft	mm	Ft	mm
7'	2135	4'	1220	3'	915
8'	2440	4'	1220	4'	1220
≥9'	>2745	5' MIN.	1525 MIN.	4' MIN.	1220 MIN.



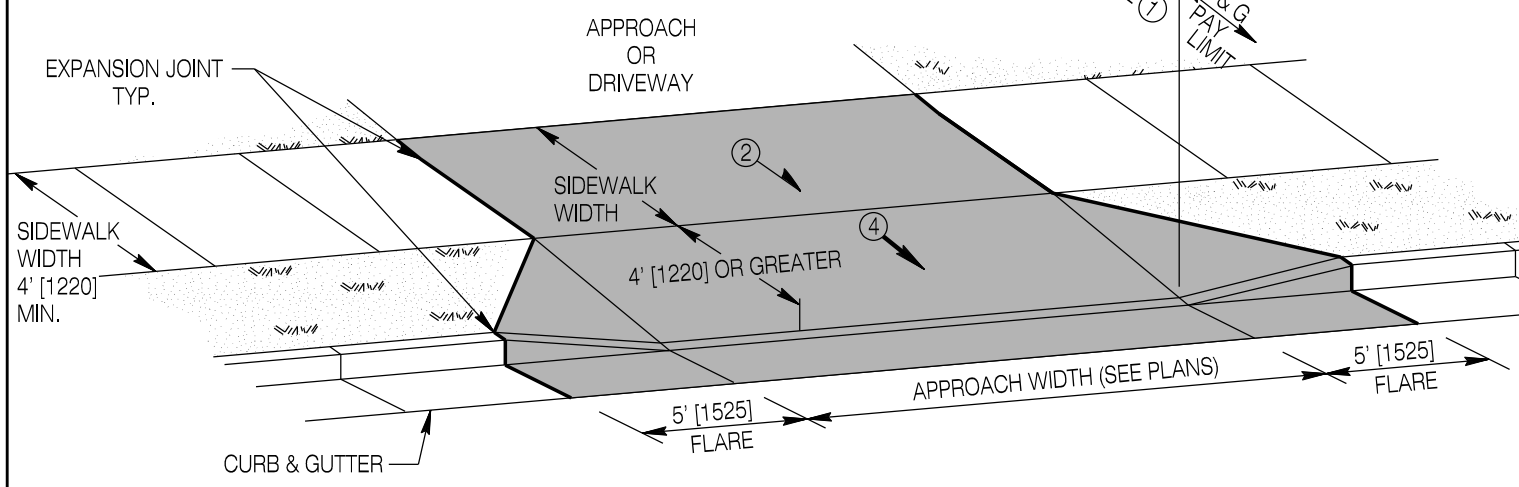
TYPE C - DEPRESSED PEDESTRIAN SIDEWALK

NOTE:

Elevate depressed sidewalk 1" to 1 1/2" [25 to 38] above flow line of gutter unless this driveway doubles as a curb ramp.



SECTION A-A



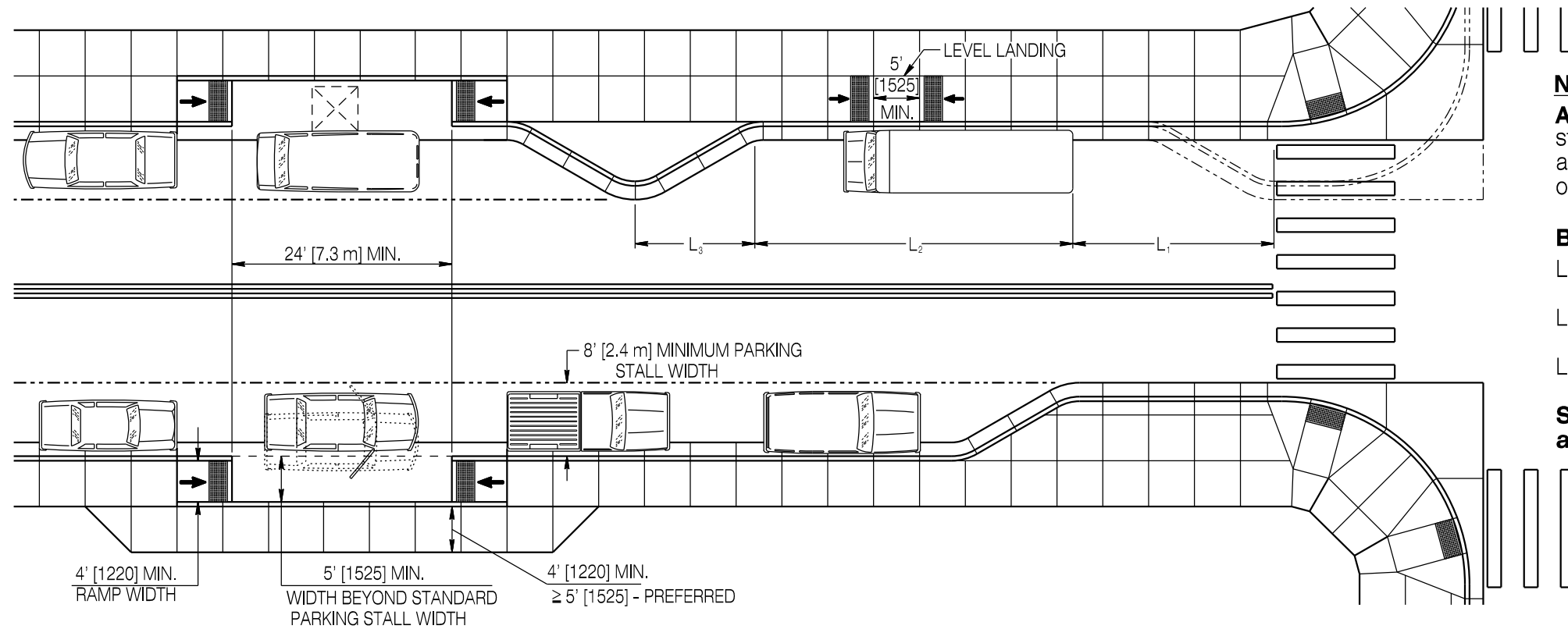
TYPE D - DETACHED PEDESTRIAN SIDEWALK
(MOST DESIRABLE TREATMENT)

TYPICAL SIDEWALK AND/OR DOUBLE GUTTER TREATMENT AT APPROACHES

- NOTES:**
- ① **DRIVEWAYS AND APPROACHES:** Driveways and approaches are paid for as sidewalk behind the back of curb line (including retention curbs) and curb & gutter in front of the back of curb line, **unless** double gutter is specified at a given location. The **shaded area** represents the pay limits if double gutter is specified and the entire shaded area will be constructed to the depth specified for double gutter.
 - ② **CROSS SLOPE:** Slope sidewalks at 1.5% towards street unless otherwise shown. ADA does not permit the cross-slope to exceed 2.0%.
 - ③ **RAMP SLOPE:** 7.5% or flatter, ADA maximum = 8.3%.
 - ④ **DRIVEWAY SLOPE:** Driveway slopes typically exceed ADA cross-slope requirements, therefore the pedestrian access route through a driveway must be made to not exceed 2% (ADA). If a driveway serves a dual purpose as an ADA curb ramp and a driveway, the driveway must conform to perpendicular curb ramp requirements. For Single use driveways (such as residential), where the driveway is relatively flat after the initial rise to curb height (typically 6 inches [150] high) the driveway slope can be achieved in a length of 4 feet [1220] perpendicular to the street. For busier approaches, flatter driveways should be considered to reduce the effect of slowing traffic on the street.

ACCESSIBLE PARALLEL PARKING SPACES

BUS / TRANSIT PULLOUTS



NOTES:

Accessible Parallel Parking Spaces should consist of the standard parking stall (8 ft [2440] min. width) **plus** 5 ft [1525] to accommodate van wheelchair lifts and access from either side of a vehicle.

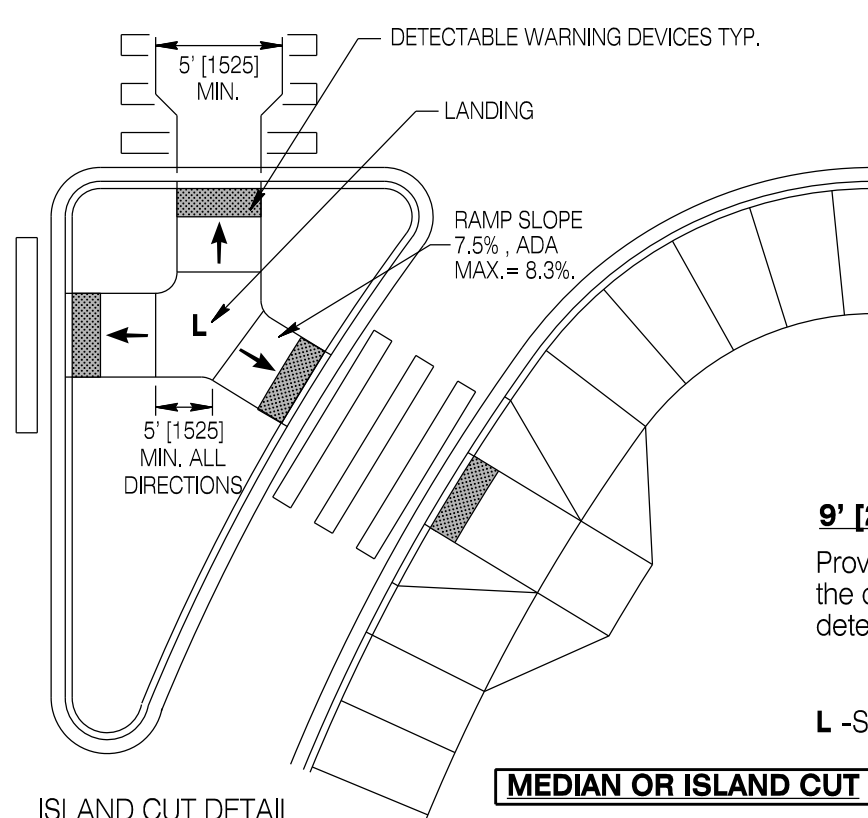
Bus Pullouts:

L_1 = Length required for bus to maneuver into pullout

L_2 = Length of bus + 10 ft [3.0 m]

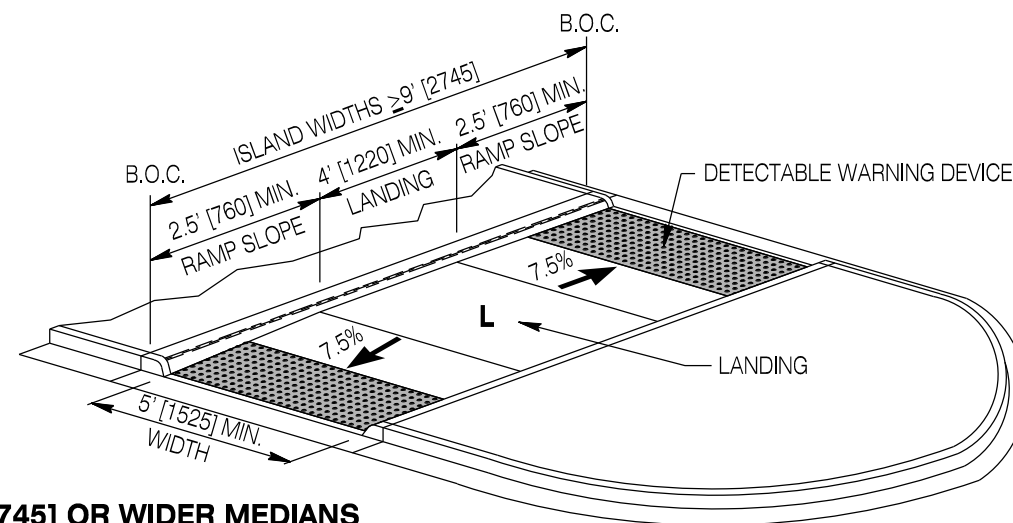
L_3 = Length required for bus to maneuver out of pullout

See plans for locations and actual dimensions of accessible parking stalls and/or bus pullouts.



ISLAND CUT DETAIL

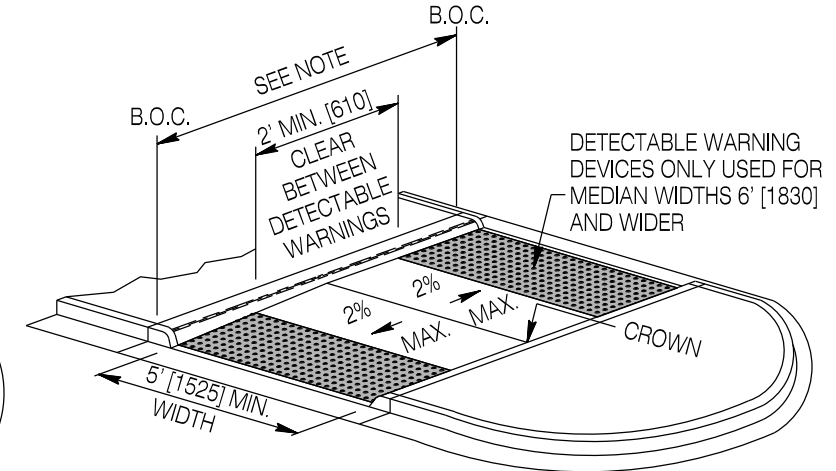
MEDIAN OR ISLAND CUT



9' [2745] OR WIDER MEDIANS

Provide a level landing 4 ft. [1220] minimum long by 5 ft. [1525] minimum wide in the center of the island. Provide ramps (slope 7.5%) on each side with detectable warning devices.

L -See landing requirements, see **SHEET 2**



LESS THAN 9' [2745] MEDIAN WIDTHS

Provide a longitudinal slope for the pedestrian path through the island not to exceed 2% (1.5% preferred) and crowned at the center of the island. Do not provide a cross-slope for the pedestrian path through the island.

For Islands:

6 ft. [1830] and wider - provide detectable warnings. Provide 2 ft. [610] clear between detectable warnings. These are considered pedestrian refuge islands.

Less than 6 ft. [1830] - don't provide detectable warnings. Only provide cut-through. These medians are not considered pedestrian refuge islands.

Designed by: WBW
Drawn by: RCS
Checked by: WBW
Previous Dwg. No. 608-1A

PARALLEL ON-STREET PARKING & MEDIAN OR ISLAND CUTS

Note: Units shown in brackets [] are metric and are in millimeters (mm) unless other units are shown.



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OF
TRANSPORTATION



CONCRETE SIDEWALK AND ADA ACCESSIBILITY

STANDARD PLAN

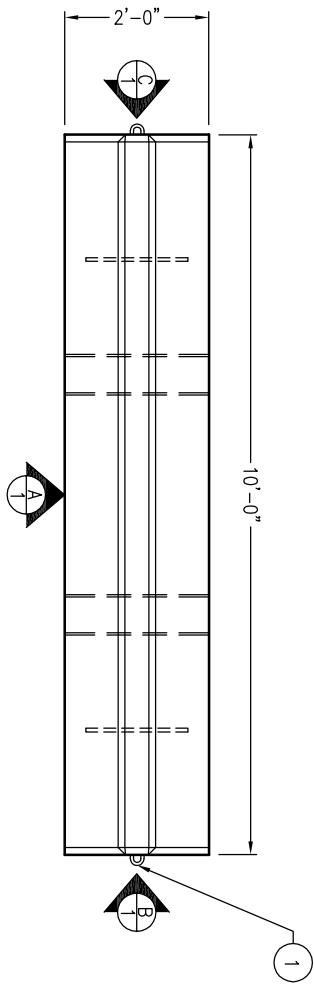
STANDARD PLAN NUMBER

608-1B

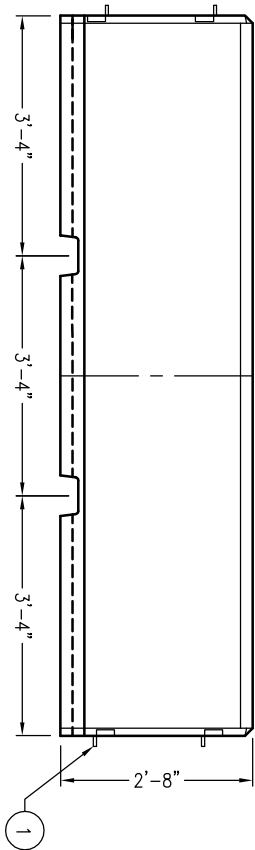
SHEET 8 of 8

Issued by: ENGINEERING SERVICES
Date Issued: JULY 2018

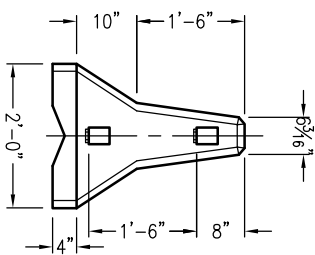
Exhibit 14



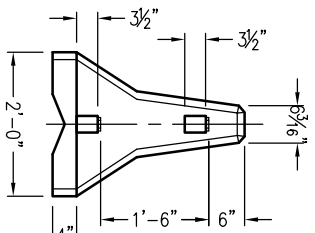
PLAN VIEW
SCALE: 3/8" = 1'-0"



VIEW A
SCALE: 3/8" = 1'-0"



VIEW B
SCALE: 3/8" = 1'-0"



VIEW C
SCALE: 3/8" = 1'-0"

BILL OF MATERIALS

#	QTY	DESCRIPTION	AV#
1	4	1/2"X92" WIRE ROPE	9000613
1.02 CYD		PRECAST MIX DESIGN #3 6000 SCC	9002500
42 LBS		#4 REBAR	8010012

PRODUCT WEIGHTS

PRODUCT	LINE #	STEEL WT	YARDAGE	WEIGHT
10' MEDIAN BARRIER		42 LBS	1.02 CYD	3,950 LBS

DESIGN NOTES:

- DESIGN LOADINGS:
 - AASHTO HS-20-44, W/IMPACT
 - SOIL WEIGHT = 120 PCF.
 - DEPTH OF OVERBURDEN 0.0' MIN 0.0' MAX.
 - ASSUMED WATER TABLE: N/A
 - BELOW FINISHED GRADE
 - EQUIV. FLUID PRESSURE = 40 PCF.
 - LATERAL LIVE LOAD SURCHARGE PER SPECS.
- CONCRETE 28 DAY COMPRESSIVE STRENGTH SHALL BE 6000 PSI (MIN)
- STEEL REINFORCEMENT: REBAR, ASTM A-615 GRADE 60
- CEMENT: ASTM C-150 SPECIFICATIONS



APPROVED FOR
"FABRICATION"

DATE: 3/2/2016 INITIALS: JZH

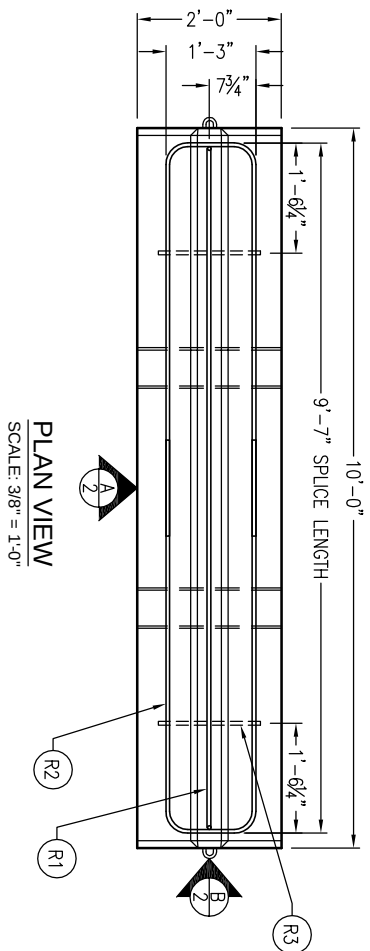


2240 SOUTH YELLOWSTONE HIGHWAY DUND FALTS, ID 83405
PHONE: 208-522-6150 FAX: 208-522-9701

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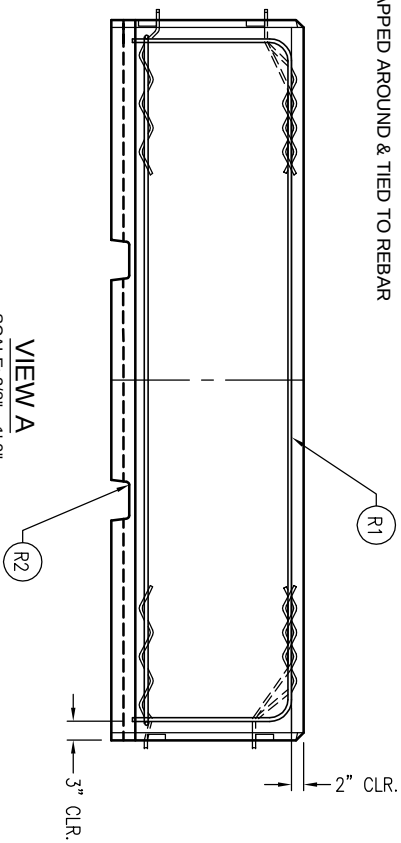
10' Median Barrier
ITEM # 1500100 10' BARRIER
Standard Drawing

CUSTOMER					
DATE	SALES	DRAWN	ENGINEER	CHECKED	SALES ORDER
5/11/15		JZH	MB		
DRAWING NUMBER		REVISION		SHEET	
10' Median Barrier				1 OF 2	
#	DATE	REVISIONS			BY

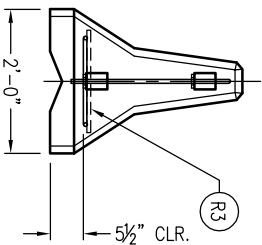


PLAN VIEW
SCALE: 3/8" = 1'-0"

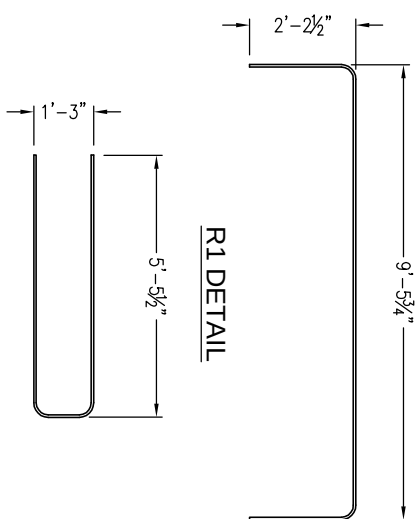
NOTE:
1/2" WIRE ROPE IS WRAPPED AROUND & TIED TO REBAR



VIEW A
SCALE: 3/8" = 1'-0"



VIEW B
SCALE: 3/8" = 1'-0"



R1 DETAIL

R2 DETAIL

REINFORCEMENT CUT LIST			
#	QTY	MATERIAL	LENGTH
R1	1	#5 BAR	13'-7 3/4"
R2	2	#5 BAR	11'-11"
R3	2	#5 BAR	1'-5"

STEEL WEIGHTS

PRODUCT	MATERIAL	WEIGHT
10' BARRIER	#5/GRD60	42 LBS

SHOP NOTES:

1. USE STD REBAR
2. CONCRETE STRENGTH: 6000 PSI
3. 1500 PSI MINIMUM STRIPPING STRENGTH REQUIRED



APPROVED FOR
"FABRICATION"

DATE: 3/2/2016 INITIALS: JZH



2240 SOUTH YELLOWSTONE HIGHWAY DUNDY FALLS, ID 83405
PHONE: 208-522-9150 FAX: 208-522-9101

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10' Median Barrier
10' STEEL DETAIL
Standard Drawing

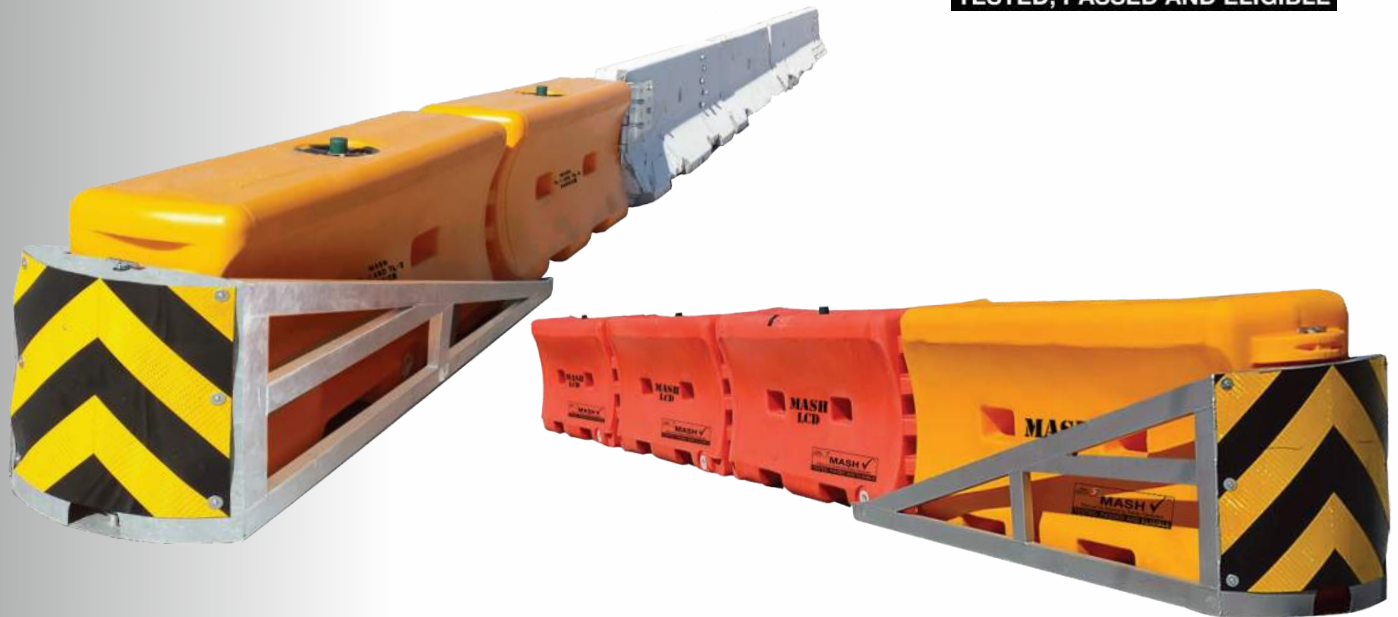
CUSTOMER					
DATE	SALES	DRAWN	ENGINEER	CHECKED	SALES ORDER
5/11/15	JZH	MB	REVISION	2 OF 2	
#	DATE	REVISIONS	BY		

**TraFFix
Devices Inc.**



**SLEDTM
mini**

Engineered Products for Safer Highways



Features:

- MASH Eligible as TL-1 & TL-2 when connected to TraFFix Water-Cable Barrier
- MASH Eligible as TL-2 when connected to concrete median barrier
- Stout Design Eliminates Vaulting of the Impacting Vehicle
- Containment Impact Sled (CIS) Minimizes Debris Field
- Quick and Easy Setup Minimizes Installation and Worker Exposure Time
- No Foundation Anchoring Required, Complete System is Free Standing
- Narrow Width is Ideal for Confined Work Zones and Lower Speed Applications





SLED mini™ Specification:

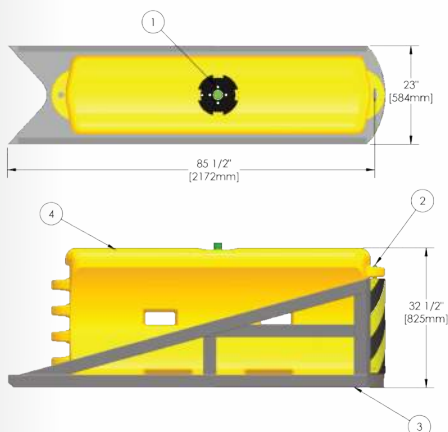
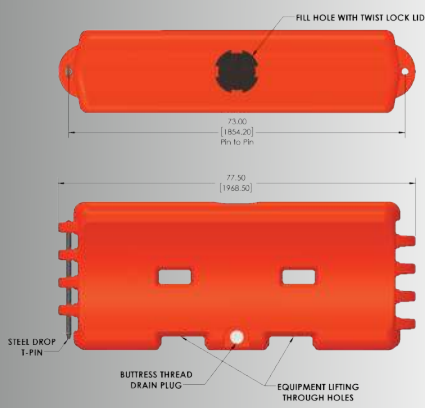
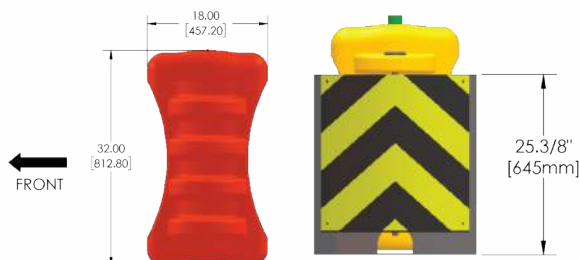
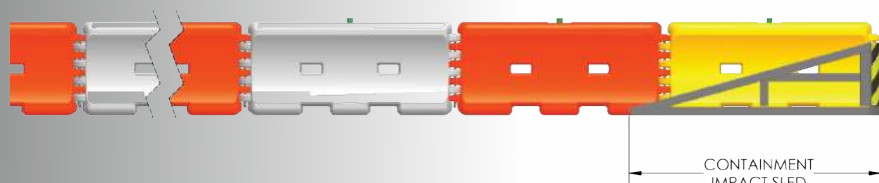
The SLED mini™ is a narrow, non-directive gating crash cushion. SLED mini is MASH Eligible as an End Treatment when connected to TraFFix Water-Cable Barrier™, (TL-1 & TL-2) and concrete median barrier, (TL-2). The SLED mini End Treatment does not require foundation anchor bolts to be attached to the road or bridge deck, The Yellow Module resting in the Containment Impact SLED is required to be filled with water. The SLED mini contains three internal cables. It is designed to deform and rupture on impact, absorbing the energy of the errant vehicle. The complete crash cushion can be installed quickly, with as little as one pick-up truck and two workers, on compacted dirt, gravel, decomposed granite, asphalt or concrete.



Truck Impact



Car Impact



SPECIFICATIONS:

LENGTH:	72 in.	1.83 m
HEIGHT:	32 in.	0.81 m
WIDTH:	32 in.	0.81 m
WEIGHT (empty):	100 lbs.	45.35 kg.
WEIGHT (full):	1,070 lbs.	485.35 kg.

MASH Eligibility Letters:

CC-142
CC-144

**TraFFix
Devices Inc.**
Engineered Products for Safer Highways



Distributed by:

160 Avenida La Pata, San Clemente, CA 92673
(949) 361-5663 FAX (949) 361-9205
www.traffixdevices.com

Business Name:

Gaslight Alley:

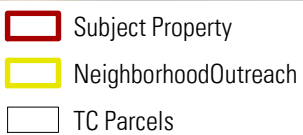
St. John's Episcopal Church
Browse N' Buy
Cowboy Coffee
Dan Shelly Jewelry Originals
Mursell's Sweet Shop
Made in JH
Touch Of Lass
Cougar Fund
Habits
Encounter Hat Co.
Crazy Horse Jewelry
Matoska Trading Company
Brookover Gallery LLC
A Cut Above

East side of Cache Street:

Teton Mountaineering
Merry Piglets
Burkshire Hathaway Real Estate
Bunnery Jackson Hole
JC Jewelers
Global Candle Galley
Jackson Drug
Five and Dime General Store
American Legion Jackson Hole
Mangelsen Images of Nature Gallery
Liberty Burger
SUDA
Moes Original BBQ
Hand Fire Pizza

West Deloney:

Skinny Skis
Lilly & Co
Wild by Nature Galley
The Wort Hotel
Hatch



0 25 50 100 150 200 Feet

WAPITI CORP - EXHIBIT 13
NEIGHBORHOOD OUTREACH



Wapiti
Corporation
CONSTRUCTION MANAGEMENT

Hotel Jackson Phase II - PUBLIC OUTREACH

Contact List

Business Name	Contact	Address	Phone	Email
Gaslight Alley				
St. Johns Episcopal Church	Jimmy Bertz - Rector	170 N. Glenwood	307-733-2603	jimmy@stjohnsjackson.org
Browse N Buy		139 N Cache Street	307-733-7524	
Cowboy Coffee	Pete Maclluaine	125 N Cache Street	307-733-7392	pete@cowboycoffee.com
Dan Shelly Jewelry Originals	Glenda/ Dan Harris	125 N Cache Street	307-733-2259	info@danshelley.com
Murrsell's Sweet Shop	Annie	125 N Cache Street	307-264-1508	hello@murssells.com
	John Frechette			jdfrechette@gmail.com
Made in JH	John Frechette	125 N Cache Street	307-690-7957	hello@madejacksonhole.com
Touch Of Cass	Vistoria	125 N Cache Street	307-733-3356	vioricababanuta@yahoo.com
				ddarwiche@hoteljackson.com
Cougar Fund	Penny/ Dana Turner	125 N Cache Street	307-733-0797	penny@cougarfund.org
	Dana Turner	125 N Cache Street	307-733-0797	dturner@mangelsen.com
Habits	Arcy Hawks	35 W Deloney	307-733-5665	arcy@habitsjh.com
Encounter Hat Co.	Kyle Thearet	35 W Deloney	303-917-1513	encounterhatco@encounterhatco.com
Crazy Horse Jewelry	Susan	125 N Cache Street	307-733-4028	ddarwiche@hoteljackson.com
Matoska Trading Company	Ryan Schellhase	125 N Cache Street	307-203-2707	service@matoska.com
Brookover Gallery LLC	David Brookover	125 N Cache Street	307-732-3988	david@brookovergallery.com
A Cut Above	Holly Fuller	125 N Cache Street	307-733-6005	hollyhollyfuller@gmail.com
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Lynda Gruber	Gaslight Owner			lynda575@aol.com
Tom Mangelson	Gaslight Owner / Mangelson Gallery			
Chalres and Annette Seligman	Gaslight Owner			seligman0009@gmail.com
Dan Harrison	Gaslight Owner			info@danshellyjewelers.com
East side of Cache Street				
Teton Mountaineering	Keith			info@tetonmountain.com
Merry Piglets	Brook Rice	160 N Cache Street	307-733-2966	brooke@bcrq.co
Burkshire Hathaway Real Estate	Kurt & Tim Harland	130 N Cache Street	307-733-4339	kurt@bhhsjacksonhole.com
				owners@bhhsjacksonhole.com
Bunnery Jackson Hole	Shauna DuPont	130 N Cache Street	307-599-4032	Shauna@bunnery.com
JC Jewelers	Jane Case	130 N Cache Street	307-733-5933	info@jcjewelers.com
Global Candle Galley	Luci Ablondi	160 N Cache Street	813-644-7166	Luciulzii10@gmail.com
Jackson Drug	Nikki Gill/ Jessica Gill	15 E Deloney Ave	307-201-1275	milkshake@jacksondrug.com
Five and Dime General Store	Steve Skyes	75 N Cache Street	307-219-5005	fivedimejackson@gmail.com
American Legion Jackson Hole		190 N Cache Street	307-733-7462	kn6ll@hotmail.com
Mangelsen Images of Nature Gallery	Dana Turner	170 N Cache Street	307-733-9752	dturner@mangelsen.com
	Sue	170 N Cache Street	307-733-9752	sue@mangelsen.com
Liberty Burger	Joe Rice	160 N Cache Street	307-200-6071	jdrice@bresnan.net
SUDA	Dusty	140 N Cache Street	307-201-1616	hr@sudajh.com
Moes Original BBQ	David Fogg	140 N Cache Street	859-312-6079	dfogg@moesoriginalbbq.com
Hand Fire Pizza		120 N Cache Street	307-733-7199	howdy@handfirepizza.com
West Deloney				
Skinny Skis	Scott O'Brien	65 W Deloney	307-733-6094	scott@skinnyskis.com
	Phill Leeds	65 W Deloney	307-733-6094	phil@skinnyskis.com
	Taylor Hall	65 W Deloney	307-733-6094	taylor@skinnyskis.com
Lilly & Co	Emily LaCoste	95 W Deloney	307-732-2211	evlacoste@gmail.com
Wild by Nature Galley	Henry Holdworth	95 W Deloney	307-733-8877	wildbynature@wyoming.com
The Wort Hotel	Debra Olson	50 N Glenwood	307-733-2190	debolson307@gmail.com
Hatch	Katherine Ward			info@hatchjh.com
Thoenig's	Robin Thoenig			rsthoenig@gmail.com
Comments could be addressed and sent to				
		council@jacksonwy.gov		
		townengineering@jacksonwy.gov		

Business Name:

Gaslight Alley:

St. John's Episcopal Church
Browse N' Buy
Cowboy Coffee
Dan Shelly Jewelry Originals
Mursell's Sweet Shop
Made in JH
Touch Of Lass
Cougar Fund
Habits
Encounter Hat Co.
Crazy Horse Jewelry
Matoska Trading Company
Brookover Gallery LLC
A Cut Above

East side of Cache Street:

Teton Mountaineering
Merry Piglets
Burkshire Hathaway Real Estate
Bunnery Jackson Hole
JC Jewelers
Global Candle Galley
Jackson Drug
Five and Dime General Store
American Legion Jackson Hole
Mangelsen Images of Nature Gallery
Liberty Burger
SUDA
Moes Original BBQ
Hand Fire Pizza

West Deloney:

Skinny Skis
Lilly & Co
Wild by Nature Galley
The Wort Hotel
Hatch

-  Subject Property
-  Neighborhood Outreach
-  TC Parcels

N Cache St



0 25 50 100 150 200
Feet

**WAPITI CORP - EXHIBIT 13
NEIGHBORHOOD OUTREACH**



**Wapiti
Corporation**
CONSTRUCTION MANAGEMENT

Exhibit 19:
"Sandwich
Board" Style
Logo Signs
Mockup

OPEN FOR BUSINESS DURING CONSTRUCTION



Dan Shelley

THE BROOKOVER GALLERY



MURSELL'S
SWEET SHOP

MADIE



habits

ENCOUNTER HAT CO.

EST. 2016

A Cut Above
Crazy Horse Jewelry
(Logo not available at the moment)





The Concrete Washout Systems (CWS) solution, when implemented by a licensed operator, meets EPA Best Management Practice (BMP) requirements for concrete washout wastewater containment and recycling of residual concrete waste.



The sample spec below is intended to assist contractors, job site managers and architects with defining the concrete washout management portion of an overall Storm Water Pollution Prevention Plan (SWPPP) to meet National Pollutant Discharge Elimination System (NPDES) requirements.

PORTABLE CONCRETE WASHOUT BIN

GENERAL

Summary: This work includes the containment, removal and disposal of concrete waste and concrete wash water by furnishing, maintaining and removing portable concrete washout bins.

Bin Capacity/Dimensions:

1. Each bin has washout capacity sufficient for a pour of approximately 350 cubic yards.
2. Ramped container accommodates concrete pump trucks, tile and grout and stucco washout: 26 ft x 8ft with ramps extended.
3. Rampless container for jobs with mixer trucks only: 14 ft x 8ft

Submittals/Pre-planning: At least five business days before concrete operations start, submit to Engineer or job site manager:

1. Name and location of the solid and liquid concrete waste disposal facility
2. Verification that the off-site commercial disposal site has a permit issued by the local water quality control authority.
3. Verification that the off-site concrete waste disposal facility is licensed/permitted to receive concrete wastes.

Quality Control and Assurance: Records of concrete waste disposal must be maintained and retained, including:

1. Weight tickets
2. Delivery, maintenance and removal of concrete waste bins



MATERIALS

Concrete Waste Bin(s) The concrete waste bin(s) must:

1. Be a commercially available, watertight container
2. Have a minimum capacity of five (5) cubic yards
3. Be a roll-off bin, with or without attached/folding steel ramps
4. Be lined with a solid, affixed, non-stick liner to facilitate recycling of concrete
5. Be labeled for exclusive use as a concrete waste container and washout facility

CONSTRUCTION:

Placement: Place concrete waste bins at the project site:

1. Prior to placement of concrete
2. In the immediate concrete work area
3. At least 50 feet away from storm drain inlets or watercourses
4. Away from construction traffic or public access areas
5. In sufficient numbers/sizes so that total capacity can contain all liquid and concrete waste generated by concrete washout operations without seepage or spills

Signs: Install a sign adjacent to each temporary concrete washout bin location. Signs must:

1. Comply with all size standards in the overall job specification
2. Be approved by the engineer or job site manager
3. Be made of plywood, with a minimum size of two feet by four feet
4. Read "Concrete Washout" in black letters, at least three inches high, on a white background

Operation:

Concrete washout bins are used to:

1. Contain waste and wastewater from washing out of concrete delivery and mixing trucks
2. Contain slurries containing Portland cement concrete or hot mix asphalt, such as would result from sawcutting, coring, grinding, grooving and hydro-concrete demolition

Service provider will relocate concrete washout bins as needed.

Inspect bins:

1. Daily if concrete work occurs daily
2. Weekly if concrete work does not occur each day

Maintenance: Bins must be secured when moved to prevent spillage of material from the bin (solid waste or wastewater). Any spilled material should be returned to the bin.

Removal and Disposal: Concrete waste and wastewater must be disposed of at a facility or facilities specifically licensed to receive these materials. Concrete washout bins are to be removed for material disposal within one day of reaching capacity.

MEASUREMENT AND PAYMENT

Temporary contract washout bin pricing is based on actual count of bins in place and includes full compensation for furnishing all labor, materials, tools, equipment and incidentals, and for doing all the work involved in furnishing, placing, maintaining, and transporting concrete washout

PORTABLE CONCRETE WASHOUT BIN



bin(s), and for disposing of concrete waste and wastewater and removing the concrete washout bin(s).

Contact information:

Concrete Washout Systems
(916) 381-6312

info@concretewashout.com
concretewashout.com

or

to find a local CWS service provider:
concretewashout.com/pages/cws_locator/

STAFF REPORT



MEETING DATE & TITLE: May 17 Reg

SUBMITTING DEPARTMENT: Clerk

PRESENTER: Lynsey Lenamond

SUBJECT: Resolution 21-18 Banning Heli-Tours in GTNP

PUBLIC COMMENT: Yes

PURPOSE & POLICY CONSIDERATIONS:

The purpose of this Resolution is to give a statement of intent to support a ban of helicopter tours over Grand Teton National Park.

REQUESTED ACTION:

To approve the resolution as presented.

RECOMMENDATION:

To approve the resolution as presented.

BACKGROUND:

In the spring of 2020, the Jackson Hole Airport Board approved a permit for Wind River Aviation to operate commercial helicopter tours based out of the airport located within Grand Teton National Park. Since the permit for Wind River Air was approved, there have been at least six violations reported over the park. The increased noise over one of our country's most iconic national parks has been disruptive to wildlife, including elk, moose, mule deer, bear, and wolves. Wind River Air tour operators seek out wildlife on adjacent public lands for their passengers' enjoyment and increase low-flying air traffic over the National Elk Refuge, the Bridger-Teton National Forest, and rugged and remote wilderness such as the Jedidiah Smith. These tours operate throughout the year and are active during the winter months when animals are most vulnerable. Although Wind River Aviation claims their flight plans avoid noise sensitive areas of the park, numerous violations have been reported and even video-taped. Commercial air and helicopter tours have been opposed by the Teton County Commission, the Jackson Town Council, Grand Teton National Park, residential subdivisions and many members of our local community.

ALTERNATIVES (Optional):

COMPREHENSIVE PLAN & PRIORITY ALIGNMENT:

ATTACHMENTS OR LINKS:

Resolution 21-18 Banning Heli-Tours in Grand Teton National Park

SUGGESTED MOTION:

(Council always has the option to adopt, approve with conditions, continue, or deny items.)

I move to approve Resolution 21-18 banning heli-tours in Grand Teton National Park.

RESOLUTION 21-18

A Resolution Banning Commercial Heli-Tours Over Grand Teton National Park

WHEREAS, Wind River Air, LLC scenic helicopter tours represents a commercial use that is incompatible with Grand Teton National Park and other surrounding public lands; and

WHEREAS, the mission of Grand Teton National Park (GTNP) is to preserve unimpaired the natural and cultural resources and values of the National Park System and specifically the resources and values within the boundary of Grand Teton National Park for the enjoyment, education and inspiration of this and future generations; and

WHEREAS, GTNP is the only national park in the country that has an airport, the Jackson Hole Airport (JHA), within its boundary; and

WHEREAS, the JHA operates under Federal Aviation Administration (FAA) rules and regulations regarding authorized operations and aeronautical activities; and

WHEREAS, those activities include aircraft arrivals and departures necessary for the transportation of people and cargo; and

WHEREAS, those activities also include daily flight operations that are for scenic purposes only and not for passenger transport; and

WHEREAS, multiple daily scenic tours originate from airports outside but on the borders of GTNP and Yellowstone National Park; and

WHEREAS, these flight operations from surrounding airports purport to be for transport but whose documented flight paths clearly indicate are for scenic purposes; and

WHEREAS, the JHA cannot further restrict flight paths because of the federal preemption provided by the Aviation Noise and Capacity Act of 1990; and

WHEREAS, GTNP offers guidance that aircraft should stay 2,000 feet or more above the landscape but that this is only guidance and not a legally enforceable restriction; and

WHEREAS, scenic helicopter tours have created well-documented negative impacts over GTNP and adjacent public lands that include noise, wildlife disturbances, scenic intrusions in viewsheds, potential safety hazards, interference with Teton County Search and Rescue operations and diminished experiences for visitors of the park; and

WHEREAS, Congressional legislation directing the FAA to craft rules and guidance restricting flights for scenic purposes from operating out of Jackson Hole Airport is the most effective method to protect the mission and values of GTNP; and

NOW, THEREFORE, having duly met at a regular meeting and considered the matter, the Town Council of the Town of Jackson, does hereby support a permanent ban of commercial helicopter tours over Grand Teton National Park and adjacent public lands in Teton County, Wyoming, and the Town of Jackson, and seeks Congressional relief through legislation.

PASSED AND APPROVED this 17th day of May 2021.

TOWN OF JACKSON

Hailey Morton Levinson, Mayor

ATTEST:

Lynsey Lenamond , Town Clerk

STAFF REPORT



MEETING DATE & TITLE: May17 Regular

SUBMITTING DEPARTMENT: Admin

PRESENTER: Lynsey Lenamond

SUBJECT: Resolution 21-19 Accepting FAA Grant Addendum
Under Coronavirus Response and Relief Act

PUBLIC COMMENT: Yes

PURPOSE & POLICY CONSIDERATIONS:

For Council to consider a resolution authorizing the Jackson Hole Airport Board to accept a grant addendum funding from the FAA under an Airports Coronavirus Response Grant Program (ACRGP).

REQUESTED ACTION:

For Council to approve Resolution 21-19.

RECOMMENDATION:

Staff recommends approval of the resolution.

BACKGROUND:

The Board applied for, and was awarded, federal assistance funding in the amount of \$3,239,894. This ACRGP Grant is provided in accordance with the Coronavirus Response and Relief Supplemental Appropriations Act (CRRSA Act or "the Act"), Division M of Public Law 116-260, to provide funding for costs related to operations, personnel, cleaning, sanitization, janitorial services, combating the spread of pathogens at the airport, and debt service payments. ACRGP Grant amounts to specific airports are derived by legislative formula.

The attached Addendum to Grant Agreement No. 3-56-0014-065-2021 is for an additional \$95,103.

The Teton County Board of County Commissioners, Town Council, and Jackson Hole Airport Board must each accept and approve grants and amendments thereto for improvements at the Jackson Hole Airport. The FAA requires a resolution by each as the acceptance and approval method.

ANALYSIS:

The stakeholders include all residents and guests to the community that utilize the Jackson Hole Airport, Jackson Hole Airport Board, Teton County, and the Town of Jackson.

ALTERNATIVES (Optional):

COMPREHENSIVE PLAN & PRIORITY ALIGNMENT:

This item is directly aligned with Quality Community Service Provision, specifically that the Town:

- Maintain current, coordinate service delivery (Principle 8.1)
- Coordinate the provision of infrastructure and facilities needed for service delivery (Principle 8.2)

FISCAL IMPACT:

This amendment would have no fiscal impact on the County or Town's budget overall.

STAFF IMPACT:

The impact on staff for preparing this item has been minimal, amounting to a couple of hours in the Legal and Administrative Departments.

ATTACHMENTS OR LINKS:

Resolution 21-19

Exhibit A

SUGGESTED MOTION:

(Council always has the option to adopt, approve with conditions, continue, or deny items.)

I move to adopt the Resolution authorizing the Jackson Hole Airport Board to accept FAA CRGP Grant Addendum No. 3-56-0014-066-2021 to be used according to the Coronavirus Response and Relief Supplemental Appropriations Act.

**TOWN COUNCIL OF THE TOWN OF JACKSON, WYOMING
RESOLUTION 21-19**

**A RESOLUTION ACCEPTING FAA GRANT ADDENDUM
UNDER CORONAVIRUS RESPONSE AND RELIEF ACT
ACRGP Addendum No. 3-56-0014-066-2021**

WHEREAS, the Jackson Hole Airport Board (the “Board”) was organized as an airport board on January 17, 1968 pursuant to Wyoming Statute §10-5-202; is deemed a joint power board pursuant to Wyoming Statute §16-1-105; and is the owner and operator of a public use airport known as the Jackson Hole Airport (“Airport”); and

WHEREAS, the Federal Aviation Administration (“FAA”) has tendered an Addendum to Grant Agreement No. 3-56-0014-065-2021, in the form annexed hereto as **Exhibit A** (the “Addendum”), to provide relief from rent and minimum annual guarantee (“MAG”) obligations to airport concessions at the Airport, in accordance with the Coronavirus Response and Relief Act (the “Act”), Public Law 116-260, Division M, in the additional amount of Ninety-Five Thousand One Hundred Three Dollars (\$95,103); and

WHEREAS, the FAA requires resolutions of approval from all airport sponsors, including the Town of Jackson, in order for the Airport to receive such a grant.

NOW, THEREFORE, be it resolved by the Town Council of the Town of Jackson, Wyoming that it hereby provides approval for the Board to accept ACRGP Addendum No. 3-56-0014-066-2021 from FAA in the amount of \$95,103, to provide relief from rent and minimum annual guarantee (“MAG”) obligations to airport concessions at the Airport.

This Resolution shall become effective upon adoption.

PASSED, APPROVED, AND ADOPTED this 17th day of May, 2021

TOWN OF JACKSON, WYOMING

ATTEST:

Lydney Lenamond, Town Clerk

By: _____
Hailey Morton Levinson, Mayor



U.S. Department
of Transportation
Federal Aviation
Administration

Airports Division
Northwest Mountain Region
Colorado, Utah, Wyoming

FAA DEN ADO
26805 E 68th Ave, Suite 224
Denver, CO 80249

April 22, 2021

Mr. John Eastman, President
Jackson Hole Airport Board
1250 East Airport Road
Jackson, WY 83001

The Honorable Hailey Morton Levinson, Mayor
Town of Jackson
150 E. Pearl Avenue
Jackson, WY 83001

Ms. Natalia Macker, Chairwoman
Teton County Board of Commissioners
200 S. Willow Street
Jackson, WY 83001

SUBJECT: Airport Coronavirus Response Grant Program (ACRGP) Concessions Addendum

Dear Mr. Eastman, Mayor Morton Levinson, and Commissioner Macker:

Please find the following electronic ACRGP Concessions Relief Addendum Offer, Addendum No. 3-56-0014-066-2021 for Jackson Hole Airport. This letter outlines expectations for success. Please read and follow the instructions carefully.

To properly enter into this agreement, you must do the following:

- a. The governing body must provide authority to execute the addendum to the individual signing the addendum; i.e. the sponsor's authorized representative.
- b. The sponsor's authorized representative must execute the addendum, followed by the attorney's certification, no later than **May 28, 2021** in order for the addendum to be valid.
- c. You may not make any modification to the text, terms or conditions of the addendum offer.
- d. The addendum offer must be digitally signed by the sponsor's legal signatory authority and then the addendum offer will be routed via email to the sponsor's attorney. Once the attorney has digitally attested to the addendum, an email with the executed addendum will be sent to all parties.

Subject to the requirements in 2 CFR §200.305, each payment request for reimbursement under this addendum must be made electronically via the Delphi eInvoicing System. The terms and conditions of this agreement require you drawdown and expend these funds within four years.

An airport sponsor may use these funds to provide relief from rent and minimum annual guarantees (MAG) to on-airport car rental, on-airport parking, and in-terminal concessions.

With each payment request you are required to upload a summary directly to Delphi. The summary should include at least the list of concessions, baseline numbers for proportional calculations, amount of rent and MAG relief, and the consultation date with any Airport Concession Disadvantaged Business Enterprise. Please refer to the [ACRGP Frequently Asked Questions](#) for further information

For the final payment request, in addition to the requirement listed above for all payment requests, you are required to upload directly to Delphi:

- A final financial report summarizing all of the costs incurred and reimbursed, and
- An SF-425, and
- A closeout report (A sample report is available [here](#)).

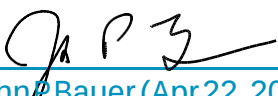
Until the addendum is completed and closed, you are responsible for submitting a signed/dated SF-425 annually, due 90 days after the end of each federal fiscal year in which this addendum is open (due December 31 of each year this addendum is open).

As a condition of receiving Federal assistance under this award, you must comply with audit requirements as established under 2 CFR part 200. Subpart F requires non-Federal entities that expend \$750,000 or more in Federal awards to conduct a single or program specific audit for that year. Note that this includes Federal expenditures made under other Federal-assistance programs. Please take appropriate and necessary action to assure your organization will comply with applicable audit requirements and standards.

Rebecca Wersal is the assigned program manager for this grant and is readily available to assist you and your designated representative with the requirements stated herein. If you should have any questions, please contact Rebecca Wersal at rebecca.wersal@faa.gov.

We sincerely value your cooperation in these efforts and look forward to working with you to complete this important project.

Sincerely,


[John P. Bauer \(Apr 22, 2021 09:46 MDT\)](#)

John P. Bauer
Manager, Denver Airports District Office



U.S. Department
of Transportation
Federal Aviation
Administration

AIRPORT CORONAVIRUS RELIEF GRANT PROGRAM (ACRGP)

CONCESSIONS RELIEF ADDENDUM

Part I - Offer

Federal Award Offer Date	<u>April 22, 2021</u>	
Airport/Planning Area	<u>Jackson Hole Airport</u>	
ACRGP Addendum Number	<u>3-56-0014-066-2021</u>	<u>[Contract No. DOT-FA21NM-K1105]</u>
Unique Entity Identifier	<u>12-280-0647</u>	

TO: Jackson Hole Airport Board, Town of Jackson and County of Teton, Wyoming
(herein called the "Sponsor") (herein called the "Sponsor") (For Co-Sponsors, list all Co-Sponsor names. The word "Sponsor" in this Concessions Relief Addendum also applies to a Co-Sponsor.)

FROM: **The United States of America** (acting through the Federal Aviation Administration, herein called the "FAA")

WHEREAS, the Sponsor has submitted to the FAA an application dated March 16, 2021 to amend Airports Coronavirus Response Grant Program (ACRGP or "the Agreement") Grant Agreement 3-56-0014-065-2021 to provide relief from rent and minimum annual guarantees (MAG) obligations to each eligible airport concession at Jackson Hole Airport, in accordance with the Coronavirus Response and Relief Appropriations Act ("CRRSA Act" or "the Act"), Public Law 116-260, Division M;

WHEREAS, the FAA has agreed with the Sponsor to amend its ACRGP Grant Agreement 3-56-0014-065-2021 to further allocate \$95,103 to fund Concession Relief as defined below;

WHEREAS, the Sponsor has accepted the terms of the FAA's ACRGP Concessions Relief Addendum offer;

WHEREAS, in consideration of the promises, representations, and assurances provided by the Sponsor, the FAA has approved the ACRGP Concessions Relief Addendum Application for the Jackson Hole Airport;

WHEREAS, no other terms, conditions, or assurances of the 3-56-0014-065-2021 shall be negated as a result of this ACRGP Concessions Relief Addendum;

WHEREAS, this ACRGP Concessions Relief Addendum hereby amends 3-56-0014-065-2021 for the purpose of adding \$95,103 for Jackson Hole Airport to use to provide relief from rent and minimum annual guarantees (MAG) obligations, as applicable, to each eligible airport concession in an amount

that reflects each eligible airport concession's proportional share of the total amount of the rent and MAGs of all eligible airport concessions at Jackson Hole Airport as further defined herein, for relief provided no earlier than December 27, 2020, until the specified Concession Relief funds have been fully expended.

NOW THEREFORE, in accordance with the applicable provisions of the Coronavirus Response and Relief Appropriations Act, Public Law 116-260, Division M, the representations contained in the ACRGP Concessions Relief Addendum Application, and in consideration of, (a) the Sponsor's acceptance of this Offer for an ACRGP Concessions Relief Addendum, the terms, conditions, and assurances of which are hereby attached to and made part of the terms, conditions, and assurances agreed to under 3-56-0014-065-2021 and, (b) the benefits to accrue to the United States and the public from the accomplishment of the ACRGP Concession Relief Addendum, and in compliance with the conditions and requirements as herein provided

THE FEDERAL AVIATION ADMINISTRATION, FOR AND ON BEHALF OF THE UNITED STATES, HEREBY OFFERS AND AGREES to pay 100% percent of the allowable costs incurred accomplishing ACRGP Concessions Relief as a result of and in accordance with this ACRGP Concession Relief Addendum.

Assistance Listings Number (Formerly CFDA Number): 20.106

This Offer is made on and **SUBJECT TO THE FOLLOWING ADDITIONAL TERMS AND CONDITIONS:**

CONDITIONS

ADDENDUM TO AIRPORT CORONAVIRUS RELIEF GRANT AGREEMENT 3-56-0014-065-2021

- 1a. **Maximum Obligation.** The maximum obligation of the United States payable under this Offer is \$95,103 to be provided to the airport sponsor for rent relief provided to eligible airport concessions as described herein.
- 2a. **Period of Performance.** This ACRGP Concessions Relief Addendum is subject to the following federal award requirements:
 - a. This Addendum does not change the period of performance date prescribed in the ACRGP Grant Agreement 3-56-0014-065-2021.
 - b. This Addendum does not change the budget period prescribed in the ACRGP Grant Agreement 3-56-0014-065-2021.
 - c. Close out and Termination.
 1. Unless the FAA authorizes a written extension, the Sponsor must submit all Grant closeout documentation and liquidate (pay-off) all obligations incurred under this award no later than 120 calendar days after the end date of the period of performance. If the Sponsor does not submit all required closeout documentation within this time period, the FAA will proceed to close out the grant within one year of the period of performance end date with the information available at the end of 120 days. (2 CFR § 200.344)
 2. The FAA may terminate this ACRGP Concessions Relief Addendum, in whole or in part, in accordance with the conditions set forth in 2 CFR § 200.340.
- 3a. **Amendments or Withdrawals before Grant Acceptance.** The FAA reserves the right to amend or withdraw this offer at any time prior to its acceptance by the Sponsor.

- 4a. **Offer Expiration Date.** This offer will expire and the United States will not be obligated to pay any part of the costs of the Concessions Relief unless this offer has been accepted by the Sponsor on or before May 28, 2021 , or such subsequent date as may be prescribed in writing by the FAA.
- 5a. **Electronic Grant Payment(s).** Unless otherwise directed by the FAA, the Sponsor must make each payment request under this Concessions Relief Addendum electronically via the Delphi eInvoicing System for Department of Transportation (DOT) Financial Assistance Awardees.

SUPPLEMENTAL TO ACRGP GRANT AGREEMENT 3-56-0014-065-2021

CONDITION FOR AIRPORT CONCESSIONS RELIEF -

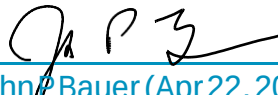
1. **ACRGP Concessions Relief.** The Sponsor agrees that it will use the funds in this ACRGP Concessions Relief Addendum allocated specifically to cover lawful expenses to provide relief from rent and minimum annual guarantee obligations to on airport car rental, on-airport parking, and in-terminal airport concessions (collectively referred to herein as “Concessions”) as defined in part 23 of title 49, Code of Federal Regulations, in accordance with the CRRSA Act, Public Law 116-260, Division M, Title IV. Use of these funds shall be governed by the following specific conditions defined in the CRRSA Act:
 - a. Relief provided to Concessions must equal the total amount of funds allocated for Concessions under this ACRGP Concessions Relief Addendum, to the extent practicable and to the extent permissible under state laws, local laws, and applicable trust indentures;
 - b. Relief provided to Concessions from rent and minimum annual guarantee obligations to each eligible airport concession in an amount that reflects each eligible airport concession’s proportional share of the total amount of the rent and minimum annual guarantees of all the eligible airport concessions at such airport;
 - c. Relief provided to Concessions shall be prioritized to minority-owned businesses, to the extent permissible;
 - d. Relief shall only be provided to Concessions that have certified they have not received a second draw or assistance for a covered loan under Section 7(a)(37) of the Small Business Act (15 U.S.C. 636(a)(37)) that has been applied toward rent or minimum annual guarantee costs; and
 - e. Each Concession provided relief with these funds shall certify to the Sponsor it will not apply for a covered loan as described above for rent or minimum annual guarantee costs.

The Sponsor agrees that it will provide the FAA with reporting data in lieu of invoices to be reimbursed for eligible expenses as described herein and certify data submitted is true and correct. The FAA will provide reporting options for the Sponsor. The Sponsor may not use funds allocated for Concessions for other airport purposes except that the Sponsor may retain up to two percent of the amount allocated for Concession relief purposes in this ACRGP Concession Relief Addendum to administer the Concession relief program. Funds not expended under this condition are subject to recovery by FAA.

The Sponsor's acceptance of this Offer and ratification and adoption of the ACRGP Concessions Relief Addendum Application incorporated herein shall be evidenced by execution of this instrument by the Sponsor, as hereinafter provided, and this Offer and Acceptance shall comprise an ACRGP Concessions Relief Addendum, as provided by the CRRSA Act, constituting the contractual obligations and rights of the United States and the Sponsor with respect to the accomplishment of the Concessions Relief and compliance with the conditions as provided herein. Further, this ACRGP Concessions Relief Addendum shall be attached to ACRGP 3-56-0014-065-2021, inclusive of all terms, conditions, and assurances provided there, and become effective upon the Sponsor's acceptance of this Offer.

Please read the following information: By signing this document, you are agreeing that you have reviewed the following consumer disclosure information and consent to transact business using electronic communications, to receive notices and disclosures electronically, and to utilize electronic signatures in lieu of using paper documents. You are not required to receive notices and disclosures or sign documents electronically. If you prefer not to do so, you may request to receive paper copies and withdraw your consent at any time.

**UNITED STATES OF AMERICA
FEDERAL AVIATION ADMINISTRATION**


John P. Bauer (Apr 22, 2021 09:46 MDT)
(Signature)

John. P. Bauer

(Typed Name)

Manager, Denver Airports District Office

(Title of FAA Official)

Part II - Acceptance

The Sponsor does hereby ratify and adopt all assurances, statements, representations, warranties, covenants, and agreements contained in the ACRGP Concessions Relief Addendum Application and incorporated materials referred to in the foregoing Offer under this ACRGP Concessions Relief Addendum, and does hereby accept this Offer and by such acceptance agrees to comply with all of the terms and conditions in this Offer. Furthermore, the Sponsor acknowledges all terms, conditions and assurances in this ACRGP Concessions Relief Addendum are hereby attached to any ACRGP Grant Agreements previously or concurrently executed for any other purpose.

Please read the following information: By signing this document, you are agreeing that you have reviewed the following consumer disclosure information and consent to transact business using electronic communications, to receive notices and disclosures electronically, and to utilize electronic signatures in lieu of using paper documents. You are not required to receive notices and disclosures or sign documents electronically. If you prefer not to do so, you may request to receive paper copies and withdraw your consent at any time.

I declare under penalty of perjury that the foregoing is true and correct.

Executed this

JACKSON HOLE AIRPORT BOARD

(Name of Sponsor)

(Signature of Sponsor's Authorized Official)

By:

(Typed Name of Sponsor's Authorized Official)

Title:

(Title of Sponsor's Authorized Official)

CERTIFICATE OF SPONSOR'S ATTORNEY

I, _____, acting as Attorney for the Sponsor do hereby certify:

That in my opinion the Sponsor is empowered to enter into the foregoing ACRGP Concessions Relief Addendum under the laws of the State of Wyoming. Further, I have examined the foregoing ACRGP Concessions Relief Addendum and the actions taken by said Sponsor and Sponsor's official representative has been duly authorized and that the execution thereof is in all respects due and proper and in accordance with the laws of the said State and the CRRSA Act. In addition, for grants involving Concessions Relief to be carried out by the Sponsor, there are no legal impediments that will prevent full performance by the Sponsor. The Sponsor understands funding made available under this ACRGP Concessions Relief Addendum may only be used for the Concessions Relief prescribed in the Act and identified herein. The Sponsor acknowledges all terms, conditions and assurances in this ACRGP Concessions Relief Addendum are hereby attached to any ACRGP Grant Agreements previously or concurrently executed for any other purpose. Further, it is my opinion that the said ACRGP Grant Agreement and the ACRGP Concessions Relief Addendum attached hereto constitute a legal and binding obligation of the Sponsor in accordance with the terms thereof.

Please read the following information: By signing this document, you are agreeing that you have reviewed the following consumer disclosure information and consent to transact business using electronic communications, to receive notices and disclosures electronically, and to utilize electronic signatures in lieu of using paper documents. You are not required to receive notices and disclosures or sign documents electronically. If you prefer not to do so, you may request to receive paper copies and withdraw your consent at any time.

Dated at _____

By:

(Signature of Sponsor's Attorney)

The Sponsor does hereby ratify and adopt all assurances, statements, representations, warranties, covenants, and agreements contained in the Grant Application and incorporated materials referred to in the foregoing Offer under Part II of this Agreement, and does hereby accept this Offer and by such acceptance agrees to comply with all of the terms and conditions in this Offer and in the Grant Application.

Please read the following information: By signing this document, you are agreeing that you have reviewed the following consumer disclosure information and consent to transact business using electronic communications, to receive notices and disclosures electronically, and to utilize electronic signatures in lieu of using paper documents. You are not required to receive notices and disclosures or sign documents electronically. If you prefer not to do so, you may request to receive paper copies and withdraw your consent at any time.

I declare under penalty of perjury that the foregoing is true and correct.

Executed this

TOWN OF JACKSON, WYOMING

(Name of Sponsor)

(Signature of Sponsor's Authorized Official)

By:

(Typed Name of Sponsor's Authorized Official)

Title:

(Title of Sponsor's Authorized Official)

Attested By:

(Signature of Sponsor's Attestation)

(Typed Name of Sponsor's Attestation)

(Title of Sponsor's Attestation)

CERTIFICATE OF SPONSOR'S ATTORNEY

I, _____, acting as Attorney for the Sponsor do hereby certify:

That in my opinion the Sponsor is empowered to enter into the foregoing ACRGP Concessions Relief Addendum under the laws of the State of Wyoming . Further, I have examined the foregoing ACRGP Concessions Relief Addendum and the actions taken by said Sponsor and Sponsor's official representative has been duly authorized and that the execution thereof is in all respects due and proper and in accordance with the laws of the said State and the CRRSA Act. In addition, for grants involving Concessions Relief to be carried out by the Sponsor, there are no legal impediments that will prevent full performance by the Sponsor. The Sponsor understands funding made available under this ACRGP Concessions Relief Addendum may only be used for the Concessions Relief prescribed in the Act and identified herein. The Sponsor acknowledges all terms, conditions and assurances in this ACRGP Concessions Relief Addendum are hereby attached to any ACRGP Grant Agreements previously or concurrently executed for any other purpose. Further, it is my opinion that the said ACRGP Grant Agreement and the ACRGP Concessions Relief Addendum attached hereto constitute a legal and binding obligation of the Sponsor in accordance with the terms thereof.

Please read the following information: By signing this document, you are agreeing that you have reviewed the following consumer disclosure information and consent to transact business using electronic communications, to receive notices and disclosures electronically, and to utilize electronic signatures in lieu of using paper documents. You are not required to receive notices and disclosures or sign documents electronically. If you prefer not to do so, you may request to receive paper copies and withdraw your consent at any time.

Dated at _____

By:

(Signature of Sponsor's Attorney)

The Sponsor does hereby ratify and adopt all assurances, statements, representations, warranties, covenants, and agreements contained in the Grant Application and incorporated materials referred to in the foregoing Offer under Part II of this Agreement, and does hereby accept this Offer and by such acceptance agrees to comply with all of the terms and conditions in this Offer and in the Grant Application.

Please read the following information: By signing this document, you are agreeing that you have reviewed the following consumer disclosure information and consent to transact business using electronic communications, to receive notices and disclosures electronically, and to utilize electronic signatures in lieu of using paper documents. You are not required to receive notices and disclosures or sign documents electronically. If you prefer not to do so, you may request to receive paper copies and withdraw your consent at any time.

I declare under penalty of perjury that the foregoing is true and correct.

Executed this

COUNTY OF TETON, WYOMING

(Name of Sponsor)

(Signature of Sponsor's Authorized Official)
{{N_es_signer7: fullname}}

By:

(Typed Name of Sponsor's Authorized Official)

Title:

(Title of Sponsor's Authorized Official)

Attested By:

(Signature of Sponsor's Attestation)

(Typed Name of Sponsor's Attestation)

{{N_es_signer8: title}}
(Title of Sponsor's Attestation)

CERTIFICATE OF SPONSOR'S ATTORNEY

I, _____, acting as Attorney for the Sponsor do hereby certify:

That in my opinion the Sponsor is empowered to enter into the foregoing ACRGP Concessions Relief Addendum under the laws of the State of Wyoming . Further, I have examined the foregoing ACRGP Concessions Relief Addendum and the actions taken by said Sponsor and Sponsor's official representative has been duly authorized and that the execution thereof is in all respects due and proper and in accordance with the laws of the said State and the CRRSA Act. In addition, for grants involving Concessions Relief to be carried out by the Sponsor, there are no legal impediments that will prevent full performance by the Sponsor. The Sponsor understands funding made available under this ACRGP Concessions Relief Addendum may only be used for the Concessions Relief prescribed in the Act and identified herein. The Sponsor acknowledges all terms, conditions and assurances in this ACRGP Concessions Relief Addendum are hereby attached to any ACRGP Grant Agreements previously or concurrently executed for any other purpose. Further, it is my opinion that the said ACRGP Grant Agreement and the ACRGP Concessions Relief Addendum attached hereto constitute a legal and binding obligation of the Sponsor in accordance with the terms thereof.

Please read the following information: By signing this document, you are agreeing that you have reviewed the following consumer disclosure information and consent to transact business using electronic communications, to receive notices and disclosures electronically, and to utilize electronic signatures in lieu of using paper documents. You are not required to receive notices and disclosures or sign documents electronically. If you prefer not to do so, you may request to receive paper copies and withdraw your consent at any time.

Dated at _____

By:

(Signature of Sponsor's Attorney)

MEMORANDUM

TO: Mayor and Town Council
FR: Larry Pardee, Town Manager
DT: May 17, 2021
RE: Town Manager's Report

Willow and Broadway Cache Tube Replacement Project

Public Works staff are close to completion on the Willow and Broadway Cache Tube replacement project. Engineering encountered an issue with the old Cache tube pipe and an old water line in Broadway Avenue - a section of the water line will need to be lowered because of the location of the new Cache tube pipe. Initially, staff sought to lower the water pipe section only, but would like to consider replacing roughly 150 ft of the water pipe which will terminate at the intersection of Willow and Broadway. This is a very old water line and is slated to be replaced in five years. Staff is requesting a contract amendment of \$90,000, which would come from the water enterprise fund, to complete this task. Funding is available in the water enterprise fund to cover this expense. Since this pipe is slated to be replaced in five years, staff feels that performing this additional work now while crews are onsite will be cheapest alternative. When we replace the Broadway water line in the future, this section will have already been completed with this contract amendment. With the Town Council's acceptance of the Town Manager's report, staff will proceed with this contract amendment as proposed.

Long-Term State Legislative Strategy

Town staff is working on a long-term year-round strategy for engagement with State legislative public policies. We intend to work on two or three key agenda items developed by our Town Council annually, potentially as Resolutions through WAM, and to support two or three bills or issues identified by other municipalities and/or WAM each session. The Town's macro-level goal will be to approach this work as part of Community Development's annual workplan to be proactive and responsive instead of solely reactive if/when issues arise at the state that we need to address. We want our presence and support to be known and counted on by the state and by the 97 other municipalities. After writing up a thorough plan and timeline, we will present it to Council for discussion at an upcoming meeting.

Community Development Department Name

As discussed at Town Council's retreat, staff has researched the possibility of changing the Community Development Department's name. Despite the confusion the word "development" can cause, pairing it with "Community," is a well-established norm in local governments across the country. "Community Development" is regularly used to refer to government departments working on the same type of long-term planning and

community engagement initiatives that the Town of Jackson's Community Development department is pursuing. Having participated in numerous professional development opportunities in the last six months that brought together government staff from across the nation, Community Development staff feel comfortable leaving the name as is. Community Development is an accepted and understood department title applied to teams working on outreach, communication, engagement, and strategy. With the acceptance of the Town Managers report, staff would consider this issue raised at the 2021 Council Retreat complete.

Town's Employee Housing Program Shared with Driggs, ID

Town staff met with representatives from the City of Driggs, ID to discuss the Town of Jackson's employee housing program and property management related to that program. With the scarce housing situation in Teton Valley, they are researching options for employee housing opportunities and had heard of the success of our program in Jackson. Staff shared policies and lease/document templates as a result of the meeting.

Mask Requirements in Town Facilities Open to the Public

Staff provided information to all Town employees last week regarding the Town's continued mask requirements for Town facilities open to the public. In summary, masks are still required at this time for employees and members of the public in all spaces of Town facilities that are open/accessible by the public in order to protect staff and customers alike.