

Jackson Town Council Regular Meeting

June 3, 2019

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. OPENING

- A. Call to Order and Roll Call
- B. Pledge of Allegiance
- C. Announcements/Proclamations
 - 1. New Employee Introduction: Lee Rog, Street Operator
 - 2. Proclamation: Men's Health Month

II. PUBLIC COMMENT

This section is reserved for questions and comments from the public on items that are not otherwise included in this agenda. If you would like to communicate with the Council during the meeting, please address them during open public comment, when public comment is called for on a specific item or send an email to Council@jacksonwy.gov.

III. 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. Minutes
 - 1. May 20, 2019 special workshop
 - 2. May 20, 2019 regular meeting
- B. Disbursements
- C. April 2019 Municipal Court Report
- D. Special Event: Tux and Tails
- E. Special Event: World Series of Team Roping
- F. Temporary Sign Permit: Jackson Hole Land Trust Picnic (P19-133)
- G. Temporary Sign Permit: Found Space at Summer Solstice (P19-134)
- H. Bid 19-21: Award of Cache Creek Tube Phase 2B Project
- I. The Mountain Pact Land and Water Conservation Fund Letter of Support

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

- A. Planning:
 - 1. **Item P18-365:** Conditional Use Permit for St. John's Parking at 630 E Broadway (Brendan Conboy) *Applicant has requested continuation of this item to June 17.*
 - 2. **Item P19-059:** Snake River Canyon Ranch Resort Master Plan Amendment (Tyler Sinclair)
 - 3. **Item P19-071, -072:** Subdivision at 310 & 320 Aspen Drive (Brendan Conboy)

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.

4. **Item PB18-0311:** Demolition Permit with 90-Day Stay at 165 N. Glenwood St. (Tyler Sinclair)

B. Public Works:

1. Connection and Use Agreement for Water and Sewer for JH Classical Academy at 2500 South Park Loop (P19-068) (Brian Lenz)
2. Grant Application for Creative Place-making at *PARKing* (Floren Poliseo)

V. RESOLUTIONS

VI. ORDINANCES

VII. MATTERS FROM MAYOR AND COUNCIL

- A. 2019 Proposed WAM Resolutions
- B. 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.



Proclamation

June 2019 Recognized as Men's Health Month

WHEREAS, despite advances in medical technology and research, men continue to live an average of five years less than women with Native American and African-American men having the lowest life expectancy; and

WHEREAS, educating the public and health care providers about the importance of a healthy lifestyle and early detection of male health problems will result in reducing rates of mortality from disease; and

WHEREAS, men who are educated about the value that preventive health can play in prolonging their lifespan and their role as productive family members will be more likely to participate in health screenings; and

WHEREAS, fathers who maintain a healthy lifestyle are role models for their children and have happier, healthier children; and

WHEREAS, the Men's Health Network worked with Congress to develop a national men's health awareness period as a special campaign to help educate men, boys, and their families about the importance of positive health attitudes and preventative health practices; and

WHEREAS, the Men's Health Month web site has been established at www.MensHealthMonth.org and features information about awareness events and activities; and

WHEREAS, the citizens of Jackson are encouraged to increase awareness of the importance of healthy lifestyle, regular exercise, and medical check-ups.

NOW THEREFORE, I, Pete Muldoon, Mayor of the Town of Jackson do hereby proclaim **June as Men's Health Month** and encourage all our citizens to pursue preventative health practices and early detection efforts.

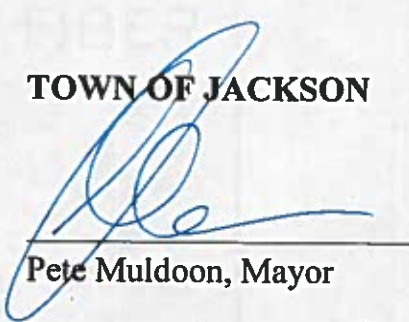
DATED THIS 3RD DAY OF JUNE, 2019.



ATTEST:


Sandra P. Birdyshaw, Town Clerk

TOWN OF JACKSON


Pete Muldoon, Mayor

TOWN COUNCIL PROCEEDINGS - **UNAPPROVED**

MAY 20, 2019

JACKSON, WYOMING

The Jackson Town Council met in special workshop session in the Council Chambers of the Town Hall at 150 East Pearl at 3:00 P.M. Upon roll call the following were found to be present:

MAYOR: Pete Muldoon – absent.

COUNCIL: Vice Mayor Hailey Morton Levinson, Arne Jorgensen, Jim Stanford, and Jonathan Schechter.

STAFF: Larry Pardee, Roxanne Robinson, Kelly Thompson, Todd Smith, Darren Brugmann, Tyler Sinclair, Floren Poliseo, Shawn Stephens, Michelle Weber, Jason Wright, Roger Schultz, Kevin Meagher, Johnny Ziem, and Carl Pelletier.

Town of Jackson Budget. Larry Pardee made comment on priority driven budget, the make-up of the budge: General Fund, Special Revenue, Enterprise Fund, Internal Services Fund and Capital Services, State-Shared Sales Tax explanation and predictions, Lodging Tax explanation and predictions, 1% local option Sales Tax explanation and predictions. Major Revenues, the Draft Budget, key budget highlights (general fund, special revenue fund, enterprise fund) Internal Service Fund, Capital Project Fund, Affordable Housing Fund, START Bus Fund, Parking Exaction Fund, Parks Exactions Fund, Animal Care Fund, Employee Housing Fund, Vertical Harvest Fund, Snow King - Snow Making Fund, Employee Insurance Fund, Fleet Management Fund, Central Equipment Fund, Information Technology Services Fund, General Fund Expenditures, Social Services would be funded, Community Promotion, Town-Wide Services, Culture and Recreation, Affordable Housing, Parking Exaction, Parks Exaction, Animal Care Fund, START Bus, costs associated with START, and preparing for slowdowns in the economy.

Upcoming budget workshops: June 3rd and June 10th or 11th.

Roxanne Robinson made comment on Systems of Care, social service requests, the public education fund, and the Flat Creek employee housing project.

Darren Brugmann made comment regarding operating costs of START, the age of the fleet of buses, cost of bus leases, and driver wages.

Jim Stanford made comment regarding the fund balance and the 5th cent, how the general fund has increased over time, Vertical Harvest future revenue, the Historical Society's request being warranted, finding a proper home for town square trash pick-up, Snow King Center additional request, request from Parks and Recreation, reserve fund in joint town/county affordable housing department, town employee housing funding, three strategic positions, START Bus service to Jackson Hole Mountain Resort, and bus leases.

Jonathan Schechter made comment regarding the employee housing fund, consider changing the category name from Community Promotion to Community Development or Community Initiative., what happens when we do not completely fund request, public education reduction question, and the average age of the START bus fleet.

Arne Jorgensen made comment regarding having social services come up with a more common voice.

Hailey Morton Levinson made comment regarding that the Children's Museum request lined up more with Social Services opposed to community promotion, and future meetings.

Adjourn. A motion was made by Jim Stanford and seconded by Arne Jorgensen to adjourn. The vote showed all in favor and the motion carried. The meeting adjourned at 5:00 P.M. minutes:crp

TOWN OF JACKSON

ATTEST:

Pete Muldoon, Mayor

Sandra P. Birdyshaw, Town Clerk

TOWN COUNCIL PROCEEDINGS - UNAPPROVED

MAY 20, 2019

JACKSON, WYOMING

The Jackson Town Council met in regular session in the Council Chambers of the Town Hall located at 150 East Pearl at 6:00 P.M. Upon roll call the following were found to be present:

MAYOR: Pete Muldoon - absent
COUNCIL: Vice Mayor Hailey Morton Levinson, Jim Stanford, Arne Jorgensen, and Jonathan Schechter.
STAFF: Larry Pardee, Roxanne Robinson, Lea Colasuonno, Todd Smith, Roger Schultz, Tyler Sinclair, Paul Anthony, Floren Poliseo, Tyler Valentine, Kelly Thompson, Johnny Ziem, Brendan Conboy, Brian Lenz, Darren Brugmann, and Carl Pelletier.

Vice Mayor Morton Levinson introduced new Town employee Woodrow Gwaltney as a Senior Collection System Operator.

Public Comment. None.

Consent Calendar. A motion was made by Arne Jorgensen and seconded by Jim Stanford to approve the consent calendar including items A-H as presented with the following motions.

- A. **Meeting Minutes.** To approve the meeting minutes as presented for the April 15 special workshop, May 6, 2019 regular meeting, May 7, 2019 special workshop, May 10, 2019 special meeting, and May 13, 2019 special workshop.
- B. **Disbursements.** To approve the disbursements as presented. Ace Equipment & Supply \$207.00; Ace Hardware \$190.27; Advanced Glass Trim \$350.00; Advanced Pump & Equipment \$7761.09; Airgas Intermountain \$130.44; Benjamin Jones \$740.00; Big R Ranch & Home \$30.45; Blue Spruce Cleaners \$236.55; Boreal Property Mgmt \$560.00; Carquest Auto Parts \$20.96; Clerk of District Court \$110.00; CNA Surety \$609.50; Coban Technologies \$2126.25; Commercial Tire-ID Falls \$2254.72; Control System Technologies \$11492.00; Core & Main LP \$10372.64; Cummins Rocky Mtn \$253.29; David Stubbs \$1000.00; Delta Dental Plan of Wyo \$7674.13; ER Office Express \$616.06; Energy Conservation \$35000.00; Ferguson Enterprises \$269.00; Fleetpride \$1573.60; Fortress Home Improvement \$675.00; Freedom Mailing Service \$1824.52; Galls Inc \$273.00; Gillig LLC \$9964.63; Hach Chemical \$1518.37; HD Fowler Co \$10598.19; High Country Linen \$1266.52; Idaho Falls Peterbilt \$3712.27; Idexx Distribution \$318.64; Interstate Battery \$336.80; Jackson Animal Hospital \$333.26; JH Chamber \$25.00; JH News & Guide \$3341.61; JH Security \$1158.72; Jackson Lumber \$13.32; Jelly Donut \$770.00; JH Appliance \$190.00; Josue David Angon Cruz \$740.00; Kathy Harrington Domestic Cleaning \$370.00; Kellerstrass Enterprises \$25914.68; Kyle Sagara \$740.00; William Laing \$600.00; LDA Inc \$59.61; Local Gov't Liability Pool \$1000.00; Lower Valley Energy \$16882.32; Elijah Mattson \$550.00; MSC Industrial Supply \$262.66; NAPA Auto Parts \$159.02; Nelson Engineering \$1201.60; Neofunds \$1000.00; OPS Strategies \$810.00; Tracey Trefren \$179.79; Carl Pelletier \$607.46; Gerald Piatt \$1278.58; Razorback Excavation \$20197.50; Rendezvous Engineering \$1125.30; Respond First Aid Systems \$171.70; Rush Truck Center/Idaho \$495.70; Schow's Truck Center \$587.44; Sr Center of JH \$21750.00; Silver Creek Supply \$168.53; Smith Power Products \$10846.83; Phillip Smith \$268.95; Snake River Roasting \$145.35; Spring Creek Animal Hospital \$200.02; Stinky Prints \$35.64; Sunrise Environmental \$161.78; Tet Co Inmate fund \$288.00; Tet Co Clerk \$155526.75; Tet Co Fair Board \$200.00; Tet Co Sheriff-Dispatch \$16761.40; Tet Co Special Fire \$209464.53; Tet Co Fund 10 \$7643.15; Tet Co Fund 19 \$139192.65; Teton Motors \$2181.78; Teton Tools LLC \$1034.41; Teton Trash Removal \$42.50; Teton Valley News \$157.56; John Tighe \$30.50; Trefonas Law PC \$61.20; Tracey Trefren \$403.36; Upper Case Printing Ink \$155.70; VISA \$16425.24; Warner Truck Center \$4780.04; Water Werks Inc \$3755.11; Westbank Sanitation \$778.10; Western States \$1875.37; Porter Day Williams \$1620.00; Wyo Child Support Enforcement \$892.26; Wyo Retirement System \$97432.39; Yellow Iron Excavation \$376.00.
- C. **Temporary Sign Permit: Safe Genevieve (P19-122).** To approve the temporary banners in conjunction with Save Genevieve Summer Concerts subject to three (3) conditions of approval.
- D. **Temporary Sign Permit: Tin Cup Challenge (P19-123).** To approve the temporary banner in conjunction with Tin Cup Challenge subject to three (3) conditions of approval.
- E. **Bid 20-01: Award of 2019 Chip Seal Project.** To approve the construction contract for the 2019 Chip Seal Improvement Project with Evans Construction Company of Jackson, WY in the amount of \$116,640.00 and upon legal approval, authorize the Mayor, or Vice Mayor, to execute the necessary contract documents.

- F. **Rodeo Slack on July 20, 2019 during Teton County Fair.** To approve the request from Teton County and the Teton County Fair to eliminate slack on July 20, 2019 to accommodate the English Horse Show occurring during the Teton County Fair.
- G. **AT&T Lease Agreement at 160 S Millward Street (Parking Garage).** To approve the Lease Agreement attached hereto, subject to minor changes and finalization of the Lease Agreement exhibits.
- H. **Encroachment Agreement for Center Street Shoring at 112 Center Street and 165 East Deloney (P19-089, -090).** *This item was moved from the discussion section of the agenda to the consent calendar.* Paul Anthony made staff comment. To approve the attached Encroachment Agreement between the Town of Jackson and property owner, CCC's Center Street LLC, to allow shoring nails and related temporary construction to encroach into the Town right-of-way on Center Street and East Deloney Avenue, subject to one condition of approval: That the amount of the Removal Payment in Section 2 shall be modified, if necessary, to an amount agreeable to both the Town Engineer and the applicant.

Mary Beth Hansen with the Teton County Fair Board and Phil Wilson with Jackson Hole Rodeo made public comment on the Consent Calendar regarding the July 20, 2019 Rodeo Slack during Teton County Fair.

Vice Mayor Morton Levinson called for the vote. The vote showed all in favor and the motion carried.

Special Event: Free Movie Nights in the Town Parks. Ashley Potzernitz from Teton County Parks and Recreation made comment.

A motion was made by Jim Stanford and seconded by Arne Jorgensen to approve the special event Free Movie Nights in the Town Parks subject to the conditions and restrictions listed in the staff report. Vice Mayor Morton Levinson called for the vote. The vote showed all in favor and the motion carried.

Minor Deviation to Deed Restriction for Sagebrush Apartments HUD Rider (P19-065). Jim Stanford made comment. A motion was made by Arne Jorgensen and seconded by Jonathan Schechter to approve the applicant's request (P19-065) to accept the submitted HUD Rider to the Special Restriction for Workforce Rental Housing, as reviewed and approved by the Town Attorney and Housing Director. Vice Mayor Morton Levinson called for the vote. The vote showed Morton Levinson, Jorgensen, and Schechter in favor with Stanford opposed. The motion carried 3-1.

Minor Deviation to Floodway Parcel Transfer for Sagebrush Apartments (P19-102). A motion was made by Arne Jorgensen and seconded by Jonathan Schechter to approve the submitted Indemnity Agreement between the Town of Jackson and Sagebrush Investors (P19-102) related to the Town's future acceptance of ownership of the .23-acre Flat Creek floodway parcel to be transferred from the existing Sagebrush Apartment property to the Town, as reviewed and approved by the Town Attorney. Vice Mayor Morton Levinson called for the vote. The vote showed Morton Levinson, Jorgensen, and Schechter in favor with Stanford opposed. The motion carried 3-1.

Item P19-039: Development Plan for 170 Redmond Street. Brendan Conboy and Tyler Sinclair made staff comment.

Based upon the findings for a Development Plan as presented in the staff report and by the applicant related to 1) Consistency with the Comprehensive Plan; 2) Achieves purpose of NRO & SRO overlays; 3) Impact of public facilities & services; 4) Compliance with Town Design Guidelines; 5) Compliance with LDRs & Town Ordinances; 6) Conformance with past permits & approvals for Item P19-039, a motion was made by Jonathan Schechter and seconded by Arne Jorgensen to make findings 1-6 as set forth in Section 8.3.2.C (Development Plan) of the Land Development Regulations to approve an attached single family development (duplex) at 170 Redmond Street, subject to the department reviews attached hereto and the following two conditions of approval:

1. The applicant shall remove the existing detached single family home from the property prior to recording a plat with the County Clerk.
2. The applicant shall repair and reclaim the sidewalk frontage to match the existing sidewalk frontage where the existing curb cut is located as a result of relocating the two proposed curb cuts for the new development.

Vice Mayor Morton Levinson called for the vote. The vote showed all in favor and the motion carried.

Item 19-041: Conditional Use Permit for AT&T at 160 S Millward Street. Brendan Conboy, Lea Colasuonno, and Larry Pardee made staff comment.

Based upon the findings as presented in the staff report and as made by the applicant for Item P19-041, a motion was made by Jonathan Schechter and seconded by Arne Jorgensen to make findings 1-8 as set forth in Section 8.4.2.C (Conditional Use Permit Standards) of the Land Development Regulations relating to 1) Compatibility with Future Character; 2) Use Standards; 3) Visual Impacts; 4) Minimizes adverse environmental impact; 5) Minimizes adverse impacts from nuisances; 6) Impact on Public Facilities; 7) Other Relevant Standards/LDRs; and 8) Previous Approvals for a Conditional Use Permit to approve a wireless communications facility to collocate within an existing stealth structure on the roof of the Town Parking Garage and associated equipment as described in the lease executed with the Town located at 160 South Millward Street, subject to the department reviews attached. Vice Mayor Morton Levinson called for the vote. The vote showed all in favor and the motion carried.

Item 19-047: Conditional Use Permit at 660 West Broadway Avenue. Tyler Valentine and Larry Pardee made staff comment. Robert Infanger of Y2 Consultants and John Huffman made comment as the applicant.

Based upon the findings for a Conditional Use Permit as presented in the staff report and by the applicant related to 1) Compatibility with Future Character; 2) Use Standards; 3) Visual Impacts; 4) Minimizes adverse environmental impact; 5) Minimizes adverse impacts from nuisances; 6) Impact on Public Facilities; 7) Other Relevant Standards/LDRs; and 8) Previous Approvals for Item P19-047, a motion was made by Jim Stanford and seconded by Arne Jorgensen to make findings 1-8 as set forth in Section 8.4.2.C (Conditional Use Permit) of the Land Development Regulations to approve a Heavy Retail/Service use (car wash) located at 660 W. Broadway Avenue (Lot 2), subject to the department reviews attached hereto and the following conditions of approval as amended (numbers 5-8 and 13 were removed and number 15 added):

1. Prior to issuance of a Building Permit, the applicant shall pay the affordable housing fee in the amount of \$8,422.40.
2. At the time of Building Permit submittal that applicant shall provide a cost breakdown for the proposed landscaping. In addition, prior to issuance of a Building Permit a bond for 125% of the cost of landscaping shall be provided.
3. At the time of Building Permit submittal the applicant shall provide a cost breakdown for the 18 willows for purposes of bonding. Additionally the applicant shall provide the final off-site location for the 2:1 mitigation.
4. At the time of Building Permit submittal the applicant shall demonstrate compliance with the second condition of approval in the EA related to fencing.
9. At the time of Building Permit submittal the applicant shall provide a lighting plan for the site that complies with the Town's lighting standards.
10. At the time of Building Permit submittal the applicant shall provide a preliminary signage plan to be reviewed with the Building Permit which includes directional signage.
11. The applicant shall work with the Town on providing a decorative wall material for the 6' retaining wall along the southern property line.
12. The shared access shall not be used as a queuing lane for the car wash.
14. All exterior and interior lighting shall be reduced/dimmed or completely shut-off at night due to the EA and close proximity to Karns Meadow.
15. Prior to the building permit submittal the applicant shall work with staff and Wyoming Game and Fish Department to ensure that the fence or guardrail details, as well as, the location of landscaping is implemented to facilitate wildlife movement through this site.

Vice Mayor Morton Levinson called for the vote. The vote showed all in favor and the motion carried.

Ordinances. A motion was made by Jonathan Schechter and seconded by Arne Jorgensen to read ordinances by short title. Vice Mayor Morton Levinson called for the vote. The vote showed 3-0 in favor with Stanford absent. The motion carried.

**Ordinance U: An Ordinance Amending and Reenacting Section 15.04.020
of the Town of Jackson Municipal Code related to the Adoption of
2018 International Building Code with certain Amendments**

AN ORDINANCE AMENDING AND REENACTING SECTION 1 OF TOWN OF JACKSON ORDINANCE Nos 1141 AND 1020, SECTION 2 OF TOWN OF JACKSON ORDINANCE NO. 854, SECTION 4 OF TOWN OF JACKSON ORDINANCE NO. 760, SECTION 1 OF TOWN OF JACKSON ORDINANCE NOS. 601, 493, 483, 450, 430, 406 AND 320, SECTION 2 OF TOWN OF JACKSON ORDINANCE NO. 271 AND

SECTION 15.04.020 OF THE MUNICIPAL CODE OF THE TOWN OF JACKSON REGARDING THE ADOPTION OF THE INTERNATIONAL BUILDING CODE, 2018 EDITION, WITH CERTAIN AMENDMENTS INCLUDED; AND PROVIDING FOR AN EFFECTIVE DATE.

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

A motion was made by Arne Jorgensen and seconded by Jim Stanford to approve Ordinance U on third reading and designate it Ordinance 1229. Vice Mayor Morton Levinson called for the vote. The vote showed all in favor and the motion carried.

**Ordinance V: An Ordinance Amending and Reenacting Section 15.17.010
of the Town of Jackson Municipal Code related to the Adoption of
2018 International Residential Code with certain Amendments**

ORDINANCE NOS. 1147 AND 1024, SECTION 2 OF TOWN OF JACKSON ORDINANCE NO. 856, SECTION 3 OF TOWN OF JACKSON ORDINANCE NO. 764 AND SECTION 15.17.010 OF THE MUNICIPAL CODE OF THE TOWN OF JACKSON REGARDING THE ADOPTION OF THE INTERNATIONAL RESIDENTIAL CODE, 2018 EDITION, WITH CERTAIN AMENDMENTS INCLUDED; AND PROVIDING FOR AN EFFECTIVE DATE.

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

A motion was made by Jim Stanford and seconded by Arne Jorgensen to approve Ordinance V on third reading and designate it Ordinance 1230. Vice Mayor Morton Levinson called for the vote. The vote showed all in favor and the motion carried.

**Ordinance W: An Ordinance Amending and Reenacting Section 15.27.010
of the Town of Jackson Municipal Code related to the Adoption of
2018 International Fuel Gas Code with certain Amendments**

AN ORDINANCE AMENDING AND REENACTING SECTION 1 OF TOWN OF JACKSON ORDINANCE NO. 1024, SECTION 2 OF TOWN OF JACKSON ORDINANCE NOS. 1144 AND 858, SECTION 1 OF TOWN OF JACKSON ORDINANCE NO. 766 AND SECTION 15.27.010 OF THE MUNICIPAL CODE OF THE TOWN OF JACKSON REGARDING THE ADOPTION OF THE INTERNATIONAL FUEL GAS CODE, 2018 EDITION, WITH CERTAIN AMENDMENTS INCLUDED; AND PROVIDING FOR AN EFFECTIVE DATE.

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

A motion was made by Jim Stanford and seconded by Arne Jorgensen to approve Ordinance W on third reading and designate it Ordinance 1231. Vice Mayor Morton Levinson called for the vote. The vote showed all in favor and the motion carried.

**Ordinance X: An Ordinance Amending and Reenacting Section 15.12.010
of the Town of Jackson Municipal Code related to the Adoption of
2018 International Mechanical Code with certain Amendments**

AN ORDINANCE AMENDING AND REENACTING SECTION 1 OF TOWN OF JACKSON ORDINANCE NOS. 1145 AND 1023; SECTION 2 OF TOWN OF JACKSON ORDINANCE NO. 855, SECTION 3 OF TOWN OF JACKSON ORDINANCE NO. 762, SECTION 1 OF TOWN OF JACKSON ORDINANCE NOS. 603, 494, 447, 412 AND 322, SECTION 2 OF TOWN OF JACKSON ORDINANCE NO. 273 AND SECTION 15.12.010 OF THE MUNICIPAL CODE OF THE TOWN OF JACKSON REGARDING THE ADOPTION OF THE INTERNATIONAL MECHANICAL CODE, 2018 EDITION, WITH CERTAIN AMENDMENTS INCLUDED; AND PROVIDING FOR AN EFFECTIVE DATE.

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

A motion was made by Arne Jorgensen and seconded by Jim Stanford to approve Ordinance X on third reading and designate it Ordinance 1232. Vice Mayor Morton Levinson called for the vote. The vote showed all in favor and the motion carried.

**Ordinance Y: An Ordinance Amending and Reenacting Section 15.24.010
of the Town of Jackson Municipal Code related to the Adoption of
2018 International Plumbing Code with certain Amendments**

AN ORDINANCE AMENDING AND REENACTING SECTION 1 OF TOWN OF JACKSON ORDINANCE NOS. 1146 AND 1025, SECTION 2 OF TOWN OF JACKSON ORDINANCE NO. 857, SECTION 3 OF

TOWN OF JACKSON ORDINANCE NO. 765, SECTION 1 OF TOWN OF JACKSON ORDINANCE NOS. 602, 495, 448, 407, 323, 274 AND 64, AND SECTION 15.24.010 OF THE MUNICIPAL CODE OF THE TOWN OF JACKSON REGARDING THE ADOPTION OF THE INTERNATIONAL PLUMBING CODE, 2018 EDITION, WITH CERTAIN AMENDMENTS INCLUDED; AND PROVIDING FOR AN EFFECTIVE DATE.

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

A motion was made by Jim Stanford and seconded by Arne Jorgensen to approve Ordinance Y on third reading and designate it Ordinance 1233. Vice Mayor Morton Levinson called for the vote. The vote showed all in favor and the motion carried.

**Ordinance Z: An Ordinance Amending Section 15.080.10
of the Jackson Municipal Code regarding the Adoption of the 2018 International
Fire Code and International Wildland-Urban Interface Code
with Certain Amendments and Appendices**

AN ORDINANCE AMENDING AND REENACTING SECTION 1 OF TOWN OF JACKSON ORDINANCE NOS. 1143, 1022 AND 885, SECTION 3 OF TOWN OF JACKSON ORDINANCE NO. 761, SECTION 1 OF TOWN OF JACKSON ORDINANCE NOS. 591, 497, 446, 408, 372 AND 321, C-1, SECTION 2 OF TOWN OF JACKSON ORDINANCE NOS. 277 AND 272, AND SECTION 15.08.010 OF THE MUNICIPAL CODE OF THE TOWN OF JACKSON REGARDING THE ADOPTION OF THE INTERNATIONAL FIRE CODE, 2018 EDITION, AND THE INTERNATIONAL WILDLAND-URBAN INTERFACE CODE, 2018 EDITION, WITH CERTAIN AMENDMENTS AND APPENDICES INCLUDED; AND PROVIDING FOR AN EFFECTIVE DATE.

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

A motion was made by Jonathan Schechter and seconded by Arne Jorgensen to approve Ordinance Z on third reading and designate it Ordinance 1234. Vice Mayor Morton Levinson called for the vote. The vote showed all in favor and the motion carried.

**Ordinance A: An Ordinance Amending the Zoning District Map at
460 East Broadway to Public/Semi-Public (P/SP)**

AN ORDINANCE AMENDING AND REENACTING SECTION 2 OF TOWN OF JACKSON ORDINANCE NO. 1074 (PART) AND AMENDING THE TOWN OF JACKSON OFFICIAL ZONING DISTRICT MAP TO CHANGE THE CURRENT ZONING DESIGNATION OF 1.67 ACRES OF LAND ADDRESSED AS 460 EAST BROADWAY AVENUE AND CURRENTLY ZONED NEIGHBORHOOD MEDIUM DENSITY-2 (NM-2) TO PUBLIC/SEMI-PUBLIC (P/SP) (P18-338); AND ESTABLISHING AN EFFECTIVE DATE.

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

A motion was made by Jonathan Schechter and seconded by Arne Jorgensen to approve Ordinance A on second reading. The Council held discussion on changing the zoning of a parcel before an application is submitted to the Planning Department for the Town's process. Tyler Sinclair made staff comment. The motion on the floor was withdrawn by Jonathan Schechter.

A motion was made by Jim Stanford and seconded by Arne Jorgensen to continue second reading of Ordinance A to the June 17, 2019 Town Council Meeting. Vice Mayor Morton Levinson called for the vote. The vote showed all in favor and the motion carried.

**Ordinance B: An Ordinance Amending the Zoning District Map at
660 East Broadway to Public/Semi-Public (P/SP)**

AN ORDINANCE AMENDING AND REENACTING SECTION 2 OF TOWN OF JACKSON ORDINANCE NO. 1074 (PART) AND AMENDING THE TOWN OF JACKSON OFFICIAL ZONING DISTRICT MAP TO CHANGE THE CURRENT ZONING DESIGNATION OF 0.64 ACRES OF LAND ADDRESSED AS 660 EAST BROADWAY AVENUE AND CURRENTLY ZONED OFFICE RESIDENTIAL (OR) TO PUBLIC/SEMI-PUBLIC (P/SP) (P18-339); AND ESTABLISHING AN EFFECTIVE DATE.

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

A motion was made by Jim Stanford and seconded by Jonathan Schechter to continue second reading of Ordinance B to the June 17, 2019 Town Council Meeting. Vice Mayor Morton Levinson called for the vote. The vote showed all in favor and the motion carried.

Matters from Mayor and Council. Jonathan Schechter gave update on the Tribal Trails community meeting. Jim Stanford gave update on Travel and Tourism Board.

Town Manager’s Report. A motion was made by Jim Stanford and seconded by Jonathan Schechter to accept the Town Manager’s Report into the record. The Town Manager’s Report contained an update on Sales and Lodging Tax. Vice Mayor Morton Levinson called for the vote. The vote showed all in favor and the motion carried.

Adjourn. A motion was made by Jim Stanford and seconded by Arne Jorgensen to adjourn the meeting. Vice Mayor Morton Levinson called for the vote. The vote showed all in favor and the motion carried. The meeting adjourned at 8:09 p.m. minutes:crp

TOWN OF JACKSON

ATTEST:

Hailey Morton Levinson, Vice-Mayor

Sandra P. Birdyshaw, Town Clerk

Published JH News & Guide: June 5, 2019

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
6430	1000BULBS.COM	W01620000	LED RETROFIT KIT FOR FLUOR	04/30/2019	1,034.36	.00	
Total 6430:					1,034.36	.00	
328	842-NCPERS GROUP WYOMIN	842062019	PAYROLL DEDUCTIONS	06/01/2019	112.00	112.00	05/28/2019
Total 328:					112.00	112.00	
51	ACE HARDWARE	646877	6X2 DECK SCREW	04/10/2019	3.49	.00	
51	ACE HARDWARE	647044	CM PREM GARDN HOSE 100', C	04/11/2019	174.96	.00	
51	ACE HARDWARE	647196	NIPPLE 3/4 X CLOSE BLK, PAC	04/12/2019	33.95	.00	
51	ACE HARDWARE	647634	SAWZALL BLADE 9" 10T SLV5	04/16/2019	24.99	.00	
51	ACE HARDWARE	648407	SRPY MARKING PNK ACE 17OZ	04/22/2019	82.39	.00	
51	ACE HARDWARE	649396	PIPE PVC DWV, COUPLE	04/29/2019	16.47	.00	
51	ACE HARDWARE	649877	OIL OVT SOLID MED BASE, RO	05/02/2019	61.06	.00	
51	ACE HARDWARE	650689	ANTI-FREEZE RV GAL	05/07/2019	8.98	.00	
51	ACE HARDWARE	651102	TAPE MASK, SPRY PNT BLK, W	05/09/2019	30.48	.00	
51	ACE HARDWARE	651104	OIL DRIL ABSORBENT	05/09/2019	14.99	.00	
51	ACE HARDWARE	651949	TAPE TEFLON, PEX TEE, PEX P	05/15/2019	36.41	.00	
51	ACE HARDWARE	651979	TAPE TEFLON, OIL PNEUMATIC	05/15/2019	13.48	.00	
51	ACE HARDWARE	651980	CAP PVC SCH40 4' SLIP	05/15/2019	11.99	.00	
51	ACE HARDWARE	652206	ACE TORX BIT	05/16/2019	5.98	.00	
51	ACE HARDWARE	652223	BLADE SAWZAL	05/16/2019	59.98	.00	
51	ACE HARDWARE	652385	WILDFLWR/LOW MNTNCE GRA	05/17/2019	136.97	.00	
51	ACE HARDWARE	652758	6X12 PHIL FLAT HD SM, 6X1/2 P	05/20/2019	1.22	.00	
51	ACE HARDWARE	652909	STAIN ACRYPROVT AND PAINT	05/21/2019	46.98	.00	
51	ACE HARDWARE	652992	STRAP RUBBER TARP, TARP P	05/22/2019	22.48	.00	
51	ACE HARDWARE	653056	BATTERY PHOTO LITHM 3VPK2	05/22/2019	14.99	.00	
51	ACE HARDWARE	653277	ACCENT PASS LVR STN NKL	05/23/2019	34.99	.00	
51	ACE HARDWARE	653492	ROUNDUP RTS 1.1 GL	05/24/2019	24.99	.00	
51	ACE HARDWARE	654197	RULE TAPE 1"X25' POWRLOCK	05/29/2019	12.99	.00	
51	ACE HARDWARE	K49686	HOE GARDEN FIBER ACE	05/01/2019	14.99	.00	
Total 51:					890.20	.00	
2269	AFLAC	865407	ACCOUNT #y9599	05/27/2019	3,045.94	3,045.94	05/27/2019
Total 2269:					3,045.94	3,045.94	
1178	ALAN'S WELDING INC.	49645	SIDEWALK @ CENTER OF ART	04/11/2019	153.58	.00	
1178	ALAN'S WELDING INC.	49670	TUBE FOR ARTIC SHARK	04/23/2019	22.00	.00	
Total 1178:					175.58	.00	
5365	ALL AMERICAN PUBLISHING	0881263-IN	Fall 2019 outdoor banner	05/22/2019	299.50	.00	
Total 5365:					299.50	.00	
2213	ALPHAGRAPHICS BOZEMAN	16054011	WIDE FORMAT BUS SIGNS	05/20/2019	495.25	.00	
2213	ALPHAGRAPHICS BOZEMAN	16093011	GREATER YELLOWSTONE	05/23/2019	495.43	.00	
Total 2213:					990.68	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
5726	AMAZON	1FN9-MGD9*7	COMPUTER KEYBOARD AND W	05/14/2019	130.42	.00	
Total 5726:					130.42	.00	
5378	AMERICAN PUBLIC TRANSPOR	091230	CLASSIFIED	03/18/2019	200.07	.00	
Total 5378:					200.07	.00	
2763	AMERIWEST WATER SERVICE	19-1024	ALL QWEST 200 IN 4 TOTES BL	05/06/2019	12,317.80	.00	
Total 2763:					12,317.80	.00	
463	ANIMAL CARE CLINIC OF JACK	625942900	VACCINES	05/24/2019	20.40	.00	
463	ANIMAL CARE CLINIC OF JACK	625942900	NEUTER	05/24/2019	132.55	.00	
Total 463:					152.95	.00	
1783	AT&T	287259163099	WIRELESS	05/16/2019	851.59	.00	
1783	AT&T	287272169264	START CELL PHONES	05/20/2019	256.00	.00	
1783	AT&T	287279795460	CELL SERVICE	05/11/2019	251.88	.00	
Total 1783:					1,359.47	.00	
4774	BIG R RANCH & HOME	1380156	JEANS	05/14/2019	80.98	.00	
4774	BIG R RANCH & HOME	1380952	MUCK CHORE HI STEEL TOW-	05/17/2019	112.46	.00	
4774	BIG R RANCH & HOME	1381516	CLOTHING- W.G RAIN GEAR	05/20/2019	41.39	.00	
4774	BIG R RANCH & HOME	1382256	WORK VEST- L.R.	05/24/2019	67.49	.00	
Total 4774:					302.32	.00	
6036	BIRDYSHAW, SANDY	052219	travel reimb to Ilmc Conference	05/22/2019	1,792.98	.00	
Total 6036:					1,792.98	.00	
3500	BISON LUMBER	1904-700824	COM NH DE CEDAR PICKET	04/11/2019	23.56	.00	
Total 3500:					23.56	.00	
6156	BUCKRAIL, LLC	1903	dues	05/27/2019	375.00	.00	
Total 6156:					375.00	.00	
4614	C & A PROFESSIONAL CLEANI	MAY 2019- GY	CLEANING SERVICE - MAY 201	05/01/2019	951.62	.00	
4614	C & A PROFESSIONAL CLEANI	MAY 2019- P.P	CLEANING SERVICE - MAY 201	05/31/2019	321.44	.00	
4614	C & A PROFESSIONAL CLEANI	MAY 2019- P.	CLEANING SERVICE - MAY 201	05/31/2019	2,227.96	.00	
4614	C & A PROFESSIONAL CLEANI	MAY 2019- ST	CLEANING SERVICE - MAY 201	05/31/2019	1,622.34	.00	
4614	C & A PROFESSIONAL CLEANI	MAY 2019- T.H	CLEANING SERVICE - MAY 201	05/01/2019	4,003.56	.00	
Total 4614:					9,126.92	.00	
5	CARQUEST AUTO PARTS INC.	6090-430494	SAFE-MATE COUPLER	04/23/2019	35.56	.00	
5	CARQUEST AUTO PARTS INC.	6090-432098	BRAKE PAD SET- CERAMIC	05/07/2019	69.28	.00	
5	CARQUEST AUTO PARTS INC.	6090-433016	CREIDT: RETURN BRAKE PADS	05/14/2019	69.28-	.00	
Total 5:					35.56	.00	
6446	CASADY, SUMMER	051619	REIMBURSE FOR UNIFORM	05/16/2019	25.00	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 6446:					25.00	.00	
10	CASH	052119	patty cash	05/21/2019	64.62	64.62	05/21/2019
10	CASH	052119	petty	05/21/2019	88.18	88.18	05/21/2019
10	CASH	052119	petty CASH	05/21/2019	4.08	4.08	05/21/2019
10	CASH	052119	petty	05/21/2019	28.31	28.31	05/21/2019
10	CASH	052119	petty	05/21/2019	12.00	12.00	05/21/2019
Total 10:					189.03	189.03	
447	CDW-GOVERNMENT	SDB3185	BROTHER CAR ADAPTER	05/02/2019	98.91	.00	
Total 447:					98.91	.00	
6159	CECIL'S COLLISION CENTER	2940	2018 FORD POLICE INTERCEPT	03/19/2019	1,927.88	.00	
Total 6159:					1,927.88	.00	
544	CENTURYLINK	050719	307-1115050	05/07/2019	1,871.87	.00	
544	CENTURYLINK	051319	307-733-3106 742B	05/13/2019	36.54	.00	
Total 544:					1,908.41	.00	
6257	CERTIFIED LABORATORIES	3514914	CITRUS KLAU, PREMALUBE XT	04/19/2019	917.90	.00	
Total 6257:					917.90	.00	
3961	CHARTER	002091805081	150 E PEARL	05/08/2019	1,617.03	.00	
3961	CHARTER	030285204271	INTERNET	04/27/2019	59.99	.00	
Total 3961:					1,677.02	.00	
4490	COBAN TECHNOLOGIES, INC	22215	focus body camer	05/24/2019	733.00	.00	
4490	COBAN TECHNOLOGIES, INC	22215	focus body comera	05/24/2019	733.00	.00	
4490	COBAN TECHNOLOGIES, INC	22215	focus body camera	05/24/2019	742.00	.00	
4490	COBAN TECHNOLOGIES, INC	22216	focus body package	05/24/2019	3,312.00	.00	
Total 4490:					5,520.00	.00	
1691	CORE & MAIN LP	K419335	3" TRU FLO CPMD METER GAL	05/09/2019	2,984.52	.00	
1691	CORE & MAIN LP	K495324	3/4 STRT DUAL CK, 1" STRT DU	05/16/2019	1,637.54	.00	
Total 1691:					4,622.06	.00	
5381	COULOIR CONSTRUCTION	052919	RELEASE TWO BONDS FOR 70	05/29/2019	5,000.00	.00	
5381	COULOIR CONSTRUCTION	052919	RELEASE TWO BONDS FOR 70	05/29/2019	2,000.00	.00	
Total 5381:					7,000.00	.00	
3001	CREATIVE ENERGIES, LLC	4773	P.O. #: IPS INV INVETER REPLA	05/09/2019	737.81	.00	
Total 3001:					737.81	.00	
6369	CRYSTAL CREEK CAPIAL	052619	Refund 12 parking spaces B19-01	05/26/2019	10,200.00	.00	
Total 6369:					10,200.00	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
611	CUMMINS ROCKY MOUNTAIN L	59-3534	CENTINEL CONTROL MODULE,	05/09/2019	2,426.02	.00	
Total 611:					2,426.02	.00	
6124	DAVID STUBBS	190521	Town Attorney Head Shot	05/21/2019	250.00	.00	
Total 6124:					250.00	.00	
6378	DEAL, JEFF	051719	TRAVEL REIMBURSEMENT	05/17/2019	3,373.99	.00	
6378	DEAL, JEFF	052919	maxamum of 3000.00	05/29/2019	373.99-	.00	
Total 6378:					3,000.00	.00	
65	DELCON INC	19582	PROJ: WO1369- MARTIN LANE	04/30/2019	210.00	.00	
Total 65:					210.00	.00	
708	DELTA DENTAL PLAN OF WYO	060119	JUNE PREMIUM	06/01/2019	577.20	577.20	05/20/2019
Total 708:					577.20	577.20	
2175	DIVISION OF VICTIM SERVICES	051719	Crim VICTIM SURCHARGE 19-0	05/17/2019	300.00	.00	
Total 2175:					300.00	.00	
6444	DOERNER, CORRINE M.	051519	BAIL REFUND 19-03-0291	05/15/2019	500.00	500.00	05/21/2019
Total 6444:					500.00	500.00	
2798	DPC INDUSTRIES, INC.	727000079-19	CHLORINE 150# CYL, HAZARD	04/29/2019	1,731.06	.00	
Total 2798:					1,731.06	.00	
3408	E.R. OFFICE EXPRESS	12628	stapler,tape dispenser,sheet prote	05/07/2019	33.82	.00	
3408	E.R. OFFICE EXPRESS	12673	APPOINTMENT BOOK	05/13/2019	32.68	.00	
3408	E.R. OFFICE EXPRESS	12770	envelopes and DVD	05/23/2019	114.00	.00	
3408	E.R. OFFICE EXPRESS	12787	chalk board	05/23/2019	75.53	.00	
3408	E.R. OFFICE EXPRESS	12791	PAPER	05/24/2019	78.99	.00	
Total 3408:					335.02	.00	
6397	ECOCONNECT CONSULTING,L	157	KARNS MEADOW ANALYSIS	05/01/2019	1,260.00	1,260.00	05/21/2019
Total 6397:					1,260.00	1,260.00	
6092	ENERGY 1	26569	PROJ: TOJ FLEET MAINTENAN	05/15/2019	210.00	.00	
Total 6092:					210.00	.00	
1134	ENERGY LABORATORIES INC.	227308	INFLUENT, EFFLUENT	04/19/2019	114.00	.00	
1134	ENERGY LABORATORIES INC.	228443	INFLUENT, EFFLUENT	04/24/2019	127.50	.00	
1134	ENERGY LABORATORIES INC.	230012	INFLUENT, EFFLUENT	05/01/2019	114.00	.00	
1134	ENERGY LABORATORIES INC.	231387	INFLUENT, CELL 1, 3A, 3B2, 4D,	05/08/2019	302.00	.00	
1134	ENERGY LABORATORIES INC.	233560	INFLUENT, EFFLUENT	05/16/2019	114.00	.00	
1134	ENERGY LABORATORIES INC.	234650	INFLUENT, EFFLUENT	05/21/2019	114.00	.00	
Total 1134:					885.50	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
5131	ENOW, INC.	E10366-1	GALSYNC RENEW SUPPORT	05/23/2019	920.00	.00	
Total 5131:					920.00	.00	
4556	ENTERSECT	519EP31284	EPC ANNUAL CONTRACT	05/31/2019	83.33	.00	
4556	ENTERSECT	519EP31284	EPC ANNUAL CONTRACT	05/31/2019	916.67	.00	
Total 4556:					1,000.00	.00	
5045	ESPINOZA, NATALY	052219	reimb for volunteer training snack	05/22/2019	15.51	.00	
Total 5045:					15.51	.00	
81	EVANS CONSTRUCTION INC	194905	TICKET #: 70181031- OLD POST	04/29/2019	1,185.88	.00	
Total 81:					1,185.88	.00	
3550	EXPOSURE SIGNS INC	6371	Banner	05/21/2019	210.00	.00	
3550	EXPOSURE SIGNS INC	6375	Tme chart	05/22/2019	250.00	.00	
Total 3550:					460.00	.00	
3876	FITZGERALD, TODD	1290	CUT DOWN DOUGLAS FIR	05/13/2019	725.00	.00	
Total 3876:					725.00	.00	
363	FLAT CREEK SADDLE SHOP	97872	BARLEY STRAW-2019	05/07/2019	48.00	.00	
Total 363:					48.00	.00	
4709	FLEETPRIDE	26732369	R-14 VAVLE MAINTENANE KIT	05/08/2019	63.46	.00	
4709	FLEETPRIDE	27112031	FORGED CLEVIS, CLEVIS PIN,	05/14/2019	53.64	.00	
Total 4709:					117.10	.00	
5934	GALADIMA, ADAM	052819	REIMB FOR SUPPLIES	05/28/2019	184.11	.00	
Total 5934:					184.11	.00	
5968	GARRETT, ROBERT	052919	CDL REIMB	05/29/2019	100.00	.00	
Total 5968:					100.00	.00	
564	GEMPLERS INC.	INV000440414	MEASURING WHEEL	04/24/2019	111.98	.00	
Total 564:					111.98	.00	
4212	GILLIG LLC	40577761	COOLANT LEVEL SWITCH	05/08/2019	556.48	.00	
4212	GILLIG LLC	40577762	SLIDERS	05/08/2019	351.48	.00	
4212	GILLIG LLC	40578694	TRANSVERSE BEAM ASM	05/10/2019	866.15	.00	
4212	GILLIG LLC	40579131	WINDOW ASM	05/13/2019	1,670.55	.00	
4212	GILLIG LLC	40579735	FRT BRK DRUM	05/14/2019	816.68	.00	
4212	GILLIG LLC	40579736	SLK ADJ BRAKE	05/14/2019	711.00	.00	
4212	GILLIG LLC	40580328	SLACK ADJ BRAKE	05/15/2019	355.50	.00	
4212	GILLIG LLC	40580824	KING PIN KIT	05/16/2019	200.93	.00	
4212	GILLIG LLC	40582004	GAS SPRING ASM	05/20/2019	13.24	.00	
4212	GILLIG LLC	40582005	KIN PIN KIT	05/20/2019	314.63	.00	
4212	GILLIG LLC	40582006	FRT BRAKE CHAMBER HOSE A	05/20/2019	230.40	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
4212	GILLIG LLC	40583510	LWT KNUCKLE BUSHING, BRZ	05/23/2019	135.59	.00	
Total 4212:					6,222.63	.00	
6443	GIOVANINI, AMY	051519	REFUND BAIL 19-03-0247 AND 1	05/15/2019	500.00	500.00	05/21/2019
Total 6443:					500.00	500.00	
1165	GRAFIX SHOPPE INC.	1276667	tall non reflective badge decals	05/21/2019	211.94	.00	
Total 1165:					211.94	.00	
5734	GREENWAY PAINTING LLC	1020	INTERIOR FINISHES: GROUND	03/07/2019	2,160.00	.00	
Total 5734:					2,160.00	.00	
829	HEINER, ROBERT	051519	TRAVEL REIMB FOR PROTERR	05/15/2019	224.00	.00	
Total 829:					224.00	.00	
96	HIGH COUNTRY LINEN	0128137	BUILDING MAINT: TOJ HOME R	05/13/2019	7.50	.00	
96	HIGH COUNTRY LINEN	0128779	BUILDING MAINT: PW YARD	05/16/2019	20.00	.00	
96	HIGH COUNTRY LINEN	0128779	UNIFORMS: SEWER	05/16/2019	9.70	.00	
96	HIGH COUNTRY LINEN	0128779	UNIFORMS: STREET	05/16/2019	38.81	.00	
96	HIGH COUNTRY LINEN	0128779	UNIFORMS: WWTP	05/16/2019	24.25	.00	
96	HIGH COUNTRY LINEN	0128779	UNIFORMS: ADMIN	05/16/2019	9.70	.00	
96	HIGH COUNTRY LINEN	0128779	UNIFORMS: WATER	05/16/2019	19.39	.00	
96	HIGH COUNTRY LINEN	0128779	UNIFORMS: FLEET	05/16/2019	38.80	.00	
96	HIGH COUNTRY LINEN	0129366	BUILDING MAINT: TOJ HOME R	05/20/2019	25.31	.00	
96	HIGH COUNTRY LINEN	0129536	mats	05/21/2019	215.50	.00	
96	HIGH COUNTRY LINEN	0129705	MATS	05/22/2019	61.93	.00	
96	HIGH COUNTRY LINEN	0129710	BUILDING MAINT: TOJ WWTP-	05/22/2019	86.57	.00	
96	HIGH COUNTRY LINEN	0129814	MATS	05/22/2019	241.80	.00	
96	HIGH COUNTRY LINEN	0129942	UNIFORMS: ADMIN	05/23/2019	9.70	.00	
96	HIGH COUNTRY LINEN	0129942	UNIFORMS: WATER	05/23/2019	31.52	.00	
96	HIGH COUNTRY LINEN	0129942	UNIFORMS: FLEET	05/23/2019	38.80	.00	
96	HIGH COUNTRY LINEN	0129942	BUILDING MAINT: PW YARD	05/23/2019	53.05	.00	
96	HIGH COUNTRY LINEN	0129942	UNIFORMS: SEWER	05/23/2019	9.70	.00	
96	HIGH COUNTRY LINEN	0129942	UNIFORMS: STREET	05/23/2019	31.53	.00	
96	HIGH COUNTRY LINEN	0129942	UNIFORMS: WWTP	05/23/2019	24.25	.00	
96	HIGH COUNTRY LINEN	S0115801	BUILDING MAINT: TC REC DEP	02/21/2019	392.50	.00	
96	HIGH COUNTRY LINEN	S0121663	BUILDING MAINT: TC REC DEP	03/28/2019	239.20	.00	
96	HIGH COUNTRY LINEN	S0124057	BUILDING MAINT: TC REC DEP	04/15/2019	913.75	.00	
96	HIGH COUNTRY LINEN	S0124058	BUILDING MAINT: TOJ HOME R	04/15/2019	180.00	.00	
96	HIGH COUNTRY LINEN	S0124631	BUILDING MAINT: TC REC DEP	04/18/2019	58.50	.00	
96	HIGH COUNTRY LINEN	S0125336	BOUNTY KITCHEN	04/24/2019	79.25	.00	
96	HIGH COUNTRY LINEN	S0126209	hyki glass cleaner	04/30/2019	38.40	.00	
96	HIGH COUNTRY LINEN	S0126390	BUILDING MAINT: TC REC DEP	04/30/2019	462.50	.00	
96	HIGH COUNTRY LINEN	S0127519	BUILDING MAINT: TOWN OF JA	05/08/2019	438.75	.00	
96	HIGH COUNTRY LINEN	S0128412	cleaning supplies	05/14/2019	143.60	.00	
96	HIGH COUNTRY LINEN	S0128740	NOG JACKET, SUR CHARGER	05/16/2019	7.25	.00	
96	HIGH COUNTRY LINEN	S0130332	BUILDING MAINT: TOJ RSTRMS	05/24/2019	822.50	.00	
96	HIGH COUNTRY LINEN	S0130859	TOWELS, SOAP	05/28/2019	157.10	.00	
96	HIGH COUNTRY LINEN	S0130860	KLEENIX, TOWELS	05/28/2019	168.15	.00	
Total 96:					5,099.26	.00	
5436	Huff House	052819	RETURN BOND 240 EAST DELO	05/28/2019	13,000.00	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 5436:					13,000.00	.00	
4164	ICMA MEMBERSHIP	425291	MEMBERSHIP DUES	06/01/2019	1,193.67	.00	
Total 4164:					1,193.67	.00	
4044	IDAHO FALLS PETERBILT	507565	PLAIN HOSE, CLAMO	05/07/2019	53.88	.00	
Total 4044:					53.88	.00	
1119	INDUSTRIAL HOSE & FITTING	70770-1	SNAP RING, KEY STOCK	04/30/2019	13.13	.00	
Total 1119:					13.13	.00	
3407	INTERMOUNTAIN SWEEPER C	108602	SPRING FRT, FRT	05/10/2019	135.84	.00	
Total 3407:					135.84	.00	
106	INTERSTATE BATTERY	22243969	(1) MRP-48/H6, (1) SRM-24	05/20/2019	220.90	.00	
106	INTERSTATE BATTERY	22244047	(6) 31-AGM7, (1) MTP-94R/H7, (1	05/28/2019	156.00	.00	
Total 106:					376.90	.00	
5244	ISC, INC	SIN029897	VT CLOUD RUBRIK MIRRORING	05/28/2019	6,125.50	.00	
Total 5244:					6,125.50	.00	
1081	JACK'S TIRE & OIL	718474-37	275/70R22.5 MICHELIN X MULTI	05/24/2019	952.00	.00	
Total 1081:					952.00	.00	
2	JACKSON CURBSIDE INC.	00026745	RECYCLING COLLECTION @ H	05/10/2019	645.00	.00	
2	JACKSON CURBSIDE INC.	00026759	RECYCLING COLLECTION @ P	05/10/2019	180.00	.00	
2	JACKSON CURBSIDE INC.	00026777	RECYCLING COLLECTION @ D	05/10/2019	985.00	.00	
Total 2:					1,810.00	.00	
131	JACKSON HOLE NEWS & GUID	294847	AD#362679	04/24/2019	24.45	.00	
131	JACKSON HOLE NEWS & GUID	294848	AD#362678	04/24/2019	28.53	.00	
131	JACKSON HOLE NEWS & GUID	294958	AD#362582- NO GREASE DOW	04/30/2019	915.20	.00	
131	JACKSON HOLE NEWS & GUID	295388	AD#363145	05/01/2019	24.45	.00	
131	JACKSON HOLE NEWS & GUID	295870	AD#363926	05/15/2019	138.55	.00	
131	JACKSON HOLE NEWS & GUID	295871	AD#363925	05/15/2019	1,397.73	.00	
131	JACKSON HOLE NEWS & GUID	295872	AD#363924	05/15/2019	313.78	.00	
131	JACKSON HOLE NEWS & GUID	295934	AD#363930	05/15/2019	24.45	.00	
131	JACKSON HOLE NEWS & GUID	295935	AD#363929	05/15/2019	24.45	.00	
131	JACKSON HOLE NEWS & GUID	295936	AD#363927	05/15/2019	28.53	.00	
131	JACKSON HOLE NEWS & GUID	296071	AD#364292	05/29/2019	554.40	.00	
131	JACKSON HOLE NEWS & GUID	296208	AD#364231	05/22/2019	52.98	.00	
131	JACKSON HOLE NEWS & GUID	296209	AD#364232	05/22/2019	73.35	.00	
131	JACKSON HOLE NEWS & GUID	296210	AD#364233	05/22/2019	321.93	.00	
131	JACKSON HOLE NEWS & GUID	296211	AD#364234	05/22/2019	501.23	.00	
131	JACKSON HOLE NEWS & GUID	296212	AD#364235	05/22/2019	244.50	.00	
131	JACKSON HOLE NEWS & GUID	296213	AD#364236	05/22/2019	220.05	.00	
131	JACKSON HOLE NEWS & GUID	296214	AD#364237	05/22/2019	248.58	.00	
131	JACKSON HOLE NEWS & GUID	296215	AD#364238	05/22/2019	338.23	.00	
131	JACKSON HOLE NEWS & GUID	296216	AD#364239	05/22/2019	61.13	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
131	JACKSON HOLE NEWS & GUID	296217	AD#364240	05/22/2019	61.13	.00	
131	JACKSON HOLE NEWS & GUID	296355	AD#364724	05/29/2019	198.00	.00	
131	JACKSON HOLE NEWS & GUID	296356	AD#364646	05/29/2019	198.00	.00	
131	JACKSON HOLE NEWS & GUID	296357	AD#364413	05/29/2019	554.40	.00	
Total 131:					6,548.03	.00	
114	JACKSON LUMBER INC	00437861-001	FATMAX WOOD CHISEL, BAND	04/04/2019	36.37	.00	
114	JACKSON LUMBER INC	00439364-001	SELECT DSTRUCTURAL KD FIR	04/10/2019	35.12	.00	
114	JACKSON LUMBER INC	00443714-001	LATHB	04/25/2019	46.10	.00	
114	JACKSON LUMBER INC	00444452-001	STRIKE ANCHOR	04/29/2019	16.48	.00	
114	JACKSON LUMBER INC	00444682-001	SELECT DSTRUCTURAL KD FIR	04/29/2019	12.23	.00	
114	JACKSON LUMBER INC	00450256-001	SELECT DSTRUCTURAL KD FIR	05/16/2019	23.22	.00	
Total 114:					169.52	.00	
115	JACKSON PAINT AND GLASS, I	I111057	SS" NEW SCREEN, LABOR CHA	04/19/2019	152.32	.00	
Total 115:					152.32	.00	
6331	JACKSON TOWING PARTNERS	134	Bus not building air and releasing	04/22/2019	450.00	.00	
Total 6331:					450.00	.00	
5155	JELLY DONUT, LLC	15300	WINDSHIELD 209,204,201,203,2	05/09/2019	400.00	.00	
Total 5155:					400.00	.00	
2486	JH APPLIANCE	35131	SERVIC CHARGE TECH, LABOR	05/21/2019	114.00	.00	
Total 2486:					114.00	.00	
239	JH20 WATER CONDITIONING &	I190501594	BOTTLE WATER, DELIVERY	05/01/2019	26.00	.00	
Total 239:					26.00	.00	
123	JIM & GREG THE LOCKSMITHS	47603	aspen meadows rekey	05/09/2019	187.50	.00	
Total 123:					187.50	.00	
139	JORGENSEN ASSOCIATES, PC	42482	PROJ: 18047- TOJ/GREGORY L	05/09/2019	3,570.00	.00	
139	JORGENSEN ASSOCIATES, PC	42502	PROJ: 19013- TOJ/ E DELONEY	05/14/2019	4,480.00	.00	
139	JORGENSEN ASSOCIATES, PC	42503	PROJ: 19003- TOJ/NORTH KING	05/14/2019	4,905.73	.00	
139	JORGENSEN ASSOCIATES, PC	42517	PROJ: 18063- TOJ/CACHE CRE	05/15/2019	25,320.52	.00	
139	JORGENSEN ASSOCIATES, PC	42517	PROJ: 18063- TOJ/CACHE CRE	05/15/2019	34,051.51	.00	
Total 139:					72,327.76	.00	
6161	K.R. SWERDFEGER CONSTRUC	19016-01	PROJ: 19-11- CONCRETE SEWE	05/09/2019	134,719.20	.00	
Total 6161:					134,719.20	.00	
6448	KEIL ENTERPRISES	032519	TRAINING CHRISTIAN SMITH A	03/25/2019	390.00	.00	
Total 6448:					390.00	.00	
5473	KELLERSTRASS ENTERPRISES	D8601	MIDGRADE 87-E, DF#2 DYED U	05/27/2019	25,574.74	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 5473:					25,574.74	.00	
2485	KENWORTH SALES COMPANY	IDFIN3324562	HIDALED CONCEALED WARING	05/06/2019	207.90	.00	
2485	KENWORTH SALES COMPANY	IDFIN3355898	KIT AD9 CART, CORE KIT	05/20/2019	381.36	.00	
2485	KENWORTH SALES COMPANY	IDFIN3362301	SEAL OIL BATH	05/20/2019	83.52	.00	
Total 2485:					672.78	.00	
5383	KNECHT, CRAIG	052019	uniform reimbursement	05/20/2019	50.00	.00	
Total 5383:					50.00	.00	
4102	LACAL EQUIPMENT, INC	0299589-IN	HOPPER LIFT CYLINDER	04/29/2019	2,407.23	.00	
Total 4102:					2,407.23	.00	
2850	LDA INC.	2047	SHIPPING- FLEET	05/09/2019	54.51	.00	
2850	LDA INC.	2047	SHIPPING- ENGINEERING	05/09/2019	42.30	.00	
2850	LDA INC.	7227	SHIPPING: WWTP SAMPLES	05/20/2019	12.83	.00	
Total 2850:					109.64	.00	
6445	LENZ INC.	052119	RETURN UTILITY EXCAVATION	05/21/2019	1,000.00	1,000.00	05/21/2019
Total 6445:					1,000.00	1,000.00	
671	LINCOLN NATIONAL LIFE	063019	JUNE PREMIUM	06/01/2019	5,463.26	5,463.26	05/21/2019
671	LINCOLN NATIONAL LIFE	3890460394	JUNE PREMIUM	05/20/2019	1,150.09	1,150.09	05/28/2019
Total 671:					6,613.35	6,613.35	
4380	LONG BUILDING TECHNOLOGI	JC136295	PROJ: TOJ PARKING GARAGE	05/09/2019	2,689.00	.00	
Total 4380:					2,689.00	.00	
156	LOWER VALLEY ENERGY INC	20595 043019	930 simon lane	04/30/2019	109.61	109.61	05/20/2019
156	LOWER VALLEY ENERGY INC	20595 043019	145 west hansen	04/30/2019	48.36	48.36	05/20/2019
156	LOWER VALLEY ENERGY INC	20595 043019	145 west hansen	04/30/2019	86.83	86.83	05/20/2019
156	LOWER VALLEY ENERGY INC	20595 043019	145 west hansen	04/30/2019	7.65	7.65	05/20/2019
156	LOWER VALLEY ENERGY INC	20595 043019	174 North King	04/30/2019	349.76	349.76	05/20/2019
156	LOWER VALLEY ENERGY INC	20595 043019	55 virginian Lane	04/30/2019	83.46	83.46	05/20/2019
156	LOWER VALLEY ENERGY INC	20595 043019	455 VINE STREET	04/30/2019	74.54	74.54	05/20/2019
156	LOWER VALLEY ENERGY INC	20595 043019	2022 Wildflower	04/30/2019	81.14	81.14	05/20/2019
156	LOWER VALLEY ENERGY INC	20595 043019	475 West Aspenm Drive	04/30/2019	120.95	120.95	05/20/2019
156	LOWER VALLEY ENERGY INC	20595 043019	915 Simon Lane	04/30/2019	283.94	283.94	05/20/2019
156	LOWER VALLEY ENERGY INC	20595 043019	145 west hansen	04/30/2019	112.85	112.85	05/20/2019
156	LOWER VALLEY ENERGY INC	20595 043019	145 west Hansen	04/30/2019	46.75	46.75	05/20/2019
156	LOWER VALLEY ENERGY INC	20595 043019	145 west hansen	04/30/2019	17.86	17.86	05/20/2019
156	LOWER VALLEY ENERGY INC	20595 043019	940 simon lane	04/30/2019	185.88	185.88	05/20/2019
156	LOWER VALLEY ENERGY INC	20595 043019	455 vine street	04/30/2019	49.59	49.59	05/20/2019
156	LOWER VALLEY ENERGY INC	20595 043019	55 Virginian Lane	04/30/2019	29.19	29.19	05/20/2019
156	LOWER VALLEY ENERGY INC	20595 043019	455 VINE STREET #4	04/30/2019	54.78	54.78	05/20/2019
156	LOWER VALLEY ENERGY INC	20595 043019	2022 Wildflower	04/30/2019	51.58	51.58	05/20/2019
156	LOWER VALLEY ENERGY INC	20595 043019	455 VINE STREEt #1	04/30/2019	81.38	81.38	05/20/2019
156	LOWER VALLEY ENERGY INC	20595 043019	1177 Meadowlark	04/30/2019	104.47	104.47	05/20/2019
156	LOWER VALLEY ENERGY INC	GRP:20592- 04	92050-003: SPRUCE DRIVE PU	04/30/2019	248.93	.00	
156	LOWER VALLEY ENERGY INC	GRP:20592- 04	92050-050: 2MG TANK	04/30/2019	21.04	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
156	LOWER VALLEY ENERGY INC	GRP:20592- 04	92050-053: WELLS #2 & #3	04/30/2019	1,902.50	.00	
156	LOWER VALLEY ENERGY INC	GRP:20592- 04	92050-055: CITY WELL ELK REF	04/30/2019	77.68	.00	
156	LOWER VALLEY ENERGY INC	GRP:20592- 04	92050-074: CRABTREE ANE TH	04/30/2019	16.24	.00	
156	LOWER VALLEY ENERGY INC	GRP:20592- 04	92050-361: 625 W BROADWAY	04/30/2019	23.09	.00	
156	LOWER VALLEY ENERGY INC	GRP:20592- 04	92050-044: SNOW KING EST BO	04/30/2019	402.76	.00	
156	LOWER VALLEY ENERGY INC	GRP:20592- 04	92050-052: WELL #1	04/30/2019	19.20	.00	
156	LOWER VALLEY ENERGY INC	GRP:20592- 04	92050-054: CITY WELLS ELK RE	04/30/2019	60.65	.00	
156	LOWER VALLEY ENERGY INC	GRP:20592- 04	92050-056: CITY WELLS ELK RE	04/30/2019	27.64	.00	
156	LOWER VALLEY ENERGY INC	GRP:20592- 04	92050-091: 665 FLAT CREEK DR	04/30/2019	16.24	.00	
156	LOWER VALLEY ENERGY INC	GRP:20592- 04	92050-383: SNOW KING DR WA	04/30/2019	16.24	.00	
156	LOWER VALLEY ENERGY INC	GRP:20594- 04	92050-002: ANIMAL SHELTER	04/30/2019	300.94	.00	
156	LOWER VALLEY ENERGY INC	GRP:20594- 04	92050-014: HEAT TAPE	04/30/2019	157.80	.00	
156	LOWER VALLEY ENERGY INC	GRP:20594- 04	92050-059: POLICE GARAGE	04/30/2019	137.35	.00	
156	LOWER VALLEY ENERGY INC	GRP:20594- 04	92050-061: PUBLIC WORKS	04/30/2019	855.24	.00	
156	LOWER VALLEY ENERGY INC	GRP:20594- 04	92050-092: 3150 ADAMS CANYO	04/30/2019	320.65	.00	
156	LOWER VALLEY ENERGY INC	GRP:20594- 04	92050-132: PARKING GARAGE	04/30/2019	1,264.38	.00	
156	LOWER VALLEY ENERGY INC	GRP:20594- 04	92050-341: HOME RANCH REST	04/30/2019	21.52	.00	
156	LOWER VALLEY ENERGY INC	GRP:20594- 04	92050-357: KARNS MEADOW ST	04/30/2019	796.30	.00	
156	LOWER VALLEY ENERGY INC	GRP:20594- 04	92050-375: 155 E PEARL AVE O	04/30/2019	27.44	.00	
156	LOWER VALLEY ENERGY INC	GRP:20594- 04	92050-008: CEMETARY	04/30/2019	66.18	.00	
156	LOWER VALLEY ENERGY INC	GRP:20594- 04	92050-026: 450 SNOW KING AV	04/30/2019	226.70	.00	
156	LOWER VALLEY ENERGY INC	GRP:20594- 04	92050-060: SOUTH GARAGE	04/30/2019	298.82	.00	
156	LOWER VALLEY ENERGY INC	GRP:20594- 04	92050-082: EAST STORAGE BL	04/30/2019	171.78	.00	
156	LOWER VALLEY ENERGY INC	GRP:20594- 04	92050-094: SNOW KING AVE W	04/30/2019	6.44	.00	
156	LOWER VALLEY ENERGY INC	GRP:20594- 04	92050-134: PARKING GARAGE	04/30/2019	96.20	.00	
156	LOWER VALLEY ENERGY INC	GRP:20594- 04	92050-356: KARNS MEADOW ST	04/30/2019	901.20	.00	
156	LOWER VALLEY ENERGY INC	GRP:20594- 04	92050-359: MILLER PARK PARKI	04/30/2019	54.37	.00	
156	LOWER VALLEY ENERGY INC	GRP:20594- 04	92050-377: 145 E PARL AVE- UN	04/30/2019	23.45	.00	
156	LOWER VALLEY ENERGY INC	GRP:20594- 04	92050-379: 145 E PEARL AVE- U	04/30/2019	32.39	.00	
156	LOWER VALLEY ENERGY INC	GRP:20594- 04	92050-376: 149 E PEARK AVE- B	04/30/2019	168.36	.00	
156	LOWER VALLEY ENERGY INC	GRP:20594- 04	92050-378: 145 E PEARL AVE B	04/30/2019	20.41	.00	
156	LOWER VALLEY ENERGY INC	GRP:20594- 04	92050-380: 145 E PEARL AVE- U	04/30/2019	169.27	.00	
Total 156:					10,929.97	1,980.57	
677	MACY'S SERVICES	30294	JOB DESP: PUMP GREASE/ SE	04/30/2019	2,425.00	.00	
Total 677:					2,425.00	.00	
6353	MASS TRANSIT	161875-R	SUBSCRIPTION	03/21/2019	150.00	.00	
Total 6353:					150.00	.00	
3932	MILLER SANITATION	13837	CITY CANS 74 IN JUNE 2019 @	05/15/2019	7,770.00	.00	
3932	MILLER SANITATION	13838	START BUS cans	05/15/2019	420.00	.00	
Total 3932:					8,190.00	.00	
4623	MSC INDUSTRIAL SUPPLY CO	2904314001	WSHRS, ATO FUSE, CABLE TIE,	04/08/2019	201.69	.00	
4623	MSC INDUSTRIAL SUPPLY CO	2972245001	FROMMET, HEX NUT, BRAS, B	05/03/2019	198.81	.00	
4623	MSC INDUSTRIAL SUPPLY CO	2972245003	CONNECTORS, FRT	05/09/2019	22.37	.00	
Total 4623:					422.87	.00	
257	NAPA AUTO PARTS INC.	847761	LOOM	05/10/2019	7.63	.00	
257	NAPA AUTO PARTS INC.	847789	4AB	05/10/2019	9.86	.00	
257	NAPA AUTO PARTS INC.	850075	INCN STP/TRN, PIN CLIP, HEAT	05/22/2019	54.05	.00	
257	NAPA AUTO PARTS INC.	850085	coMBO BALL MOUNT	05/22/2019	19.99	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 257:					91.53	.00	
187	NELSON ENGINEERING	48101	PROJ 18-004-01 TOWN OF JAC	09/30/2018	375.00	.00	
Total 187:					375.00	.00	
1504	ONE CALL OF WYOMING	51942	TICKETS FOR APRIL	05/16/2019	138.37	.00	
1504	ONE CALL OF WYOMING	51942	TICKETS FOR APRIL	05/16/2019	138.38	.00	
Total 1504:					276.75	.00	
6440	OPS STRATEGIES	19017	START TRANSIT PLAN	04/11/2019	3,675.00	.00	
6440	OPS STRATEGIES	19020	PROJ: 19-12 PUBLIC WORKS GI	05/03/2019	315.00	.00	
Total 6440:					3,990.00	.00	
226	O'RYAN CLEANERS	1000805-05-01	DRY CLEANING	05/01/2019	179.79	179.79	05/20/2019
Total 226:					179.79	179.79	
6147	OUTLAW BROTHERS CONSTR	106	JOB: 2022 WILDFLOWER CT- LA	05/13/2019	730.70	.00	
6147	OUTLAW BROTHERS CONSTR	107	trash removal	05/13/2019	840.00	.00	
Total 6147:					1,570.70	.00	
6449	PCM	B12080300101	RUGGEDJET WIFI	05/16/2019	1,974.11	.00	
Total 6449:					1,974.11	.00	
6447	PFEIL, MICHAEL	051619	REFUND CREDIT B ALANCE OF	05/16/2019	170.38	.00	
Total 6447:					170.38	.00	
4878	POCO LLC	P1912306940	ATU ON 4 GAS FIRED UNIT HEA	05/03/2019	790.00	.00	
4878	POCO LLC	P1914307066	UNIT HEATER WORK- LABOR,	05/23/2019	200.00	.00	
Total 4878:					990.00	.00	
4692	PRO EQUIPMENT SALES LLC	21-1012818	BOBCAT, FRT	03/15/2019	55.12	.00	
Total 4692:					55.12	.00	
532	QUICK BROWN FOX LLC	3619	green ski ticket books	03/01/2019	400.00	.00	
532	QUICK BROWN FOX LLC	3631	envelopes	04/25/2019	320.00	.00	
532	QUICK BROWN FOX LLC	3632	COMMUTER PASSES	04/25/2019	440.00	.00	
Total 532:					1,160.00	.00	
3462	QUINN, THOMAS	3640	SUMMER SEASON PASSES	05/14/2019	550.00	.00	
Total 3462:					550.00	.00	
6442	RANKIN, ELIZABETH	052019	BAIL REFUND 19-03-0272 AND 1	05/20/2019	500.00	500.00	05/21/2019
Total 6442:					500.00	500.00	
1430	ROBINSON, ROXANNE DEVRIE	052319	2 waterprrof mattress pads	05/23/2019	47.98	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 1430:					47.98	.00	
6279	ROBINSON, SAMI	MAY 2019	SNOW KING EASEMENT- FULL	05/01/2019	2,150.00	.00	
Total 6279:					2,150.00	.00	
4475	RORKE, CHRIS	050619	STORAGE RENTAL	05/06/2019	979.50	.00	
Total 4475:					979.50	.00	
4125	ROSS CONCRETE CONST LLC	042919	PROJ: THRUST BLK WATER DE	04/29/2019	1,485.00	.00	
4125	ROSS CONCRETE CONST LLC	050119	PROJ: STROM DRAINS STRIPPI	05/01/2019	270.00	.00	
Total 4125:					1,755.00	.00	
13	SAFETY SUPPLY & SIGN CO., I	168140	TELESPAR SIGNS, FRT	04/01/2019	6,298.90	.00	
13	SAFETY SUPPLY & SIGN CO., I	168343	ROAD DAMAGE AHEAD, FRT	04/19/2019	327.94	.00	
13	SAFETY SUPPLY & SIGN CO., I	58131	toj bike network	03/26/2019	7,346.72	.00	
Total 13:					13,973.56	.00	
5111	SCHMILLEN, SCOTT	01817	FIXTURE CLEANING @ PARKIN	04/29/2019	237.50	.00	
5111	SCHMILLEN, SCOTT	01818	FIXTURE CLEANING @ DELON	04/29/2019	237.50	.00	
5111	SCHMILLEN, SCOTT	01819	FIXTURE CLEANING @ HOME R	04/30/2019	522.50	.00	
5111	SCHMILLEN, SCOTT	01820	FIXTURE CLEANING G@ MILLE	04/30/2019	190.00	.00	
5111	SCHMILLEN, SCOTT	01821	FIXTURE CLEANING @ 174 N KI	04/22/2019	120.00	.00	
5111	SCHMILLEN, SCOTT	01822	FIXTURE CLEANING @ BUS BA	05/03/2019	510.08	.00	
Total 5111:					1,817.58	.00	
4691	SCHOW'S TRUCK CENTER	C005042440:0	REMAN SHOE KIT	03/27/2019	185.60	.00	
4691	SCHOW'S TRUCK CENTER	C005042440:0	BRAKE REPAIR KIT	04/05/2019	17.68	.00	
Total 4691:					203.28	.00	
4720	SILVERSTAR	2186382	FIBER	05/20/2019	2,313.01	.00	
Total 4720:					2,313.01	.00	
236	SMITH POWER PRODUCTS,INC	460435	PO#272- COMPONENT TRAH- N	04/25/2019	314.35	314.35	05/20/2019
Total 236:					314.35	314.35	
1605	SMITH, G. TODD	052019	education reimbursement	05/20/2019	954.00	.00	
Total 1605:					954.00	.00	
5632	SNAKE RIVER MEP COMPLETE,	3537	SERVICE CALL @ PUBLIC WOR	05/06/2019	510.00	.00	
Total 5632:					510.00	.00	
4699	SNAKE RIVER ROASTING	608298	coffee	05/06/2019	48.45	.00	
4699	SNAKE RIVER ROASTING	608632	coffee	05/16/2019	48.45	.00	
4699	SNAKE RIVER ROASTING	608731	coffee	05/22/2019	48.45	.00	
4699	SNAKE RIVER ROASTING	608787	COFFEE	05/23/2019	96.90	.00	
4699	SNAKE RIVER ROASTING	608788	COFFEE @ MAIN PW SHOP	05/23/2019	48.45	.00	
4699	SNAKE RIVER ROASTING	608792	coffee	05/23/2019	48.45	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 4699:					339.15	.00	
6136	SOLV BUSINESS SOLUTIONS-S	391724	evidence envelope	05/09/2019	215.71	.00	
Total 6136:					215.71	.00	
4752	SPECIALTY CONSTRUCTION S	0183954-IN	PAINT YELLOW STRIPING, VES	04/30/2019	183.40	.00	
Total 4752:					183.40	.00	
1505	SPRING CREEK ANIMAL HOSPI	624959251	PD I/D FEL	03/05/2019	17.99	.00	
1505	SPRING CREEK ANIMAL HOSPI	624960270	EXAM	03/22/2019	71.40	.00	
1505	SPRING CREEK ANIMAL HOSPI	624960270 032	EXAM	03/22/2019	15.00	.00	
1505	SPRING CREEK ANIMAL HOSPI	624963271	ANIMAL CARE	05/21/2019	147.63	.00	
Total 1505:					252.02	.00	
4513	STANARD & ASSOCIATES, INC	SA000040935	ENTRY LEVEL LAW ENFORCEM	05/22/2019	105.00	.00	
Total 4513:					105.00	.00	
6165	STEPHENS, SAM	052919	SAFETY BOOT REIMBURSTME	05/29/2019	100.00	.00	
Total 6165:					100.00	.00	
1054	SUNRISE ENVIRONMENTAL	97621	ENHANCE GLEAMS	05/07/2019	371.89	.00	
Total 1054:					371.89	.00	
4990	Swagit Productions, LLC	12922	VIDEO STREAMING	04/30/2019	1,775.00	.00	
Total 4990:					1,775.00	.00	
4514	TEAM LABORATORY CHEMICA	INV0016083	FINE ROAD PATCH, TAR BUST	05/20/2019	862.50	.00	
Total 4514:					862.50	.00	
2362	TETON COUNTY PUBLIC HEAL	19-2525	W.GWALTNEY- HEP A & B VAC	05/16/2019	218.00	.00	
2362	TETON COUNTY PUBLIC HEAL	19-2525	J. SIGHN- HEP B VACCINE, AD	05/16/2019	82.00	.00	
2362	TETON COUNTY PUBLIC HEAL	19-2525	S. STEPHENS: HEP VACCINE A	05/16/2019	169.00	.00	
Total 2362:					469.00	.00	
270	TETON RENTAL CENTER	62706	STIHL TRIMMER REPAIRS	05/15/2019	300.00	.00	
Total 270:					300.00	.00	
2694	TETON VALLEY NEWS	1904171	AD	05/24/2019	96.67	.00	
2694	TETON VALLEY NEWS	1904177	AD	05/24/2019	109.31	.00	
Total 2694:					205.98	.00	
3955	THOMSON WEST	840191977	MONTHLY CHARGES	05/01/2019	398.40	.00	
3955	THOMSON WEST	840191977	MONTHLY CHARGES	05/01/2019	796.81	.00	
3955	THOMSON WEST	840276244	LIBRARY PLAN CHANGES	05/04/2019	45.00	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 3955:					1,240.21	.00	
70	THYSSEN KRUPP ELEVATOR C	3004573397	GOLD- FULL MAINTENANCE SE	05/01/2019	297.86	.00	
Total 70:					297.86	.00	
6363	TMSC LLC	2019-005-02	PROJ: PARKING GARAGE CON	05/27/2019	7,003.38	.00	
6363	TMSC LLC	2019-005-03	PROJ: PARKING GARAGE DRAI	05/27/2019	7,125.00	.00	
Total 6363:					14,128.38	.00	
5298	TOOLSON TELEPHONE, INC	7366	TROUBLESHOOT ANALOG LINE	05/06/2019	98.00	.00	
Total 5298:					98.00	.00	
5038	TREFONAS LAW, P.C.	043019	APRIL SERVICES	04/30/2019	30.00	.00	
Total 5038:					30.00	.00	
3727	TREFREN, TRACEY	050819	REIMBURSEMENT TRAVEL	05/08/2019	403.36	403.36	05/20/2019
Total 3727:					403.36	403.36	
3527	UPS	0000129VW41	SHIPPING CHARGE-POLICE	05/04/2019	20.06	.00	
3527	UPS	0000129VW42	SHIPPING CHARGE-POLICE	05/18/2019	10.80	.00	
Total 3527:					30.86	.00	
706	USA BLUE BOOK	875694	DELUXE HYDRANT GATE VALV	04/23/2019	323.32	.00	
706	USA BLUE BOOK	876895	SWIVEL ADAPTER	04/24/2019	141.22	.00	
Total 706:					464.54	.00	
90	UTILITY TECHNICAL SERVICE	8142	LEAK SURVEY	05/14/2019	5,531.60	.00	
Total 90:					5,531.60	.00	
1949	VERIZON WIRELESS	9829290120	POLICE department	05/01/2019	5,570.48	.00	
1949	VERIZON WIRELESS	9829290121	POLICE department	05/01/2019	1,887.60	.00	
1949	VERIZON WIRELESS	9830244833	LINE CHARGES	05/15/2019	82.59	.00	
Total 1949:					7,540.67	.00	
5022	VISION SERVICE PLAN - (WY)	806896639	JUNE 2019 STATEMENT	05/17/2019	1,669.18	1,669.18	05/21/2019
Total 5022:					1,669.18	1,669.18	
517	WAM	16265	LARRY PARDEE	05/28/2019	230.00	.00	
517	WAM	16265	ROXANNE ROBINSON	05/28/2019	230.00	.00	
517	WAM	16265	HAILEY LEVINSON	05/28/2019	230.00	.00	
Total 517:					690.00	.00	
4848	WAMCO LAB, INC.	13810	WO#: 13091- FULL EFFLUENT T	05/01/2019	180.00	.00	
Total 4848:					180.00	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
1640	WESTERN STATES	IN000900739	RIM AS	02/19/2019	1,115.71	.00	
1640	WESTERN STATES	IN000907896	340/80R XMCLTIRE	05/27/2019	1,282.95	.00	
Total 1640:					2,398.66	.00	
2802	WESTWOOD CURTIS	18-10 #8	PROJ: 18-903 SNOW KING EST	05/23/2019	91,922.26	.00	
2802	WESTWOOD CURTIS	19-16#1	PROJ: 19-16- PUBLIC WORKS S	05/01/2019	161,568.45	.00	
Total 2802:					253,490.71	.00	
472	WHITE GLOVE CLEANING, INC.	11074	JANITORIAL SERVICE- REMOV	04/29/2019	130.00	.00	
472	WHITE GLOVE CLEANING, INC.	11091M8	MINIMUM CARPET CLEANING	04/29/2019	175.00	.00	
472	WHITE GLOVE CLEANING, INC.	11092M8	CARPET CLEANING & MOVE O	04/30/2019	942.05	.00	
472	WHITE GLOVE CLEANING, INC.	11093M8	CARPET CLEANING @ TOWN C	04/23/2019	502.38	.00	
472	WHITE GLOVE CLEANING, INC.	11094M8	CARPET CLEANING , SMALL ST	04/24/2019	569.36	.00	
472	WHITE GLOVE CLEANING, INC.	11095M8	CARPET CLEANING & MOVE O	04/23/2019	807.60	.00	
472	WHITE GLOVE CLEANING, INC.	11112M8	MOVE OUT CLEAN @ 145 E PE	05/07/2019	582.00	.00	
472	WHITE GLOVE CLEANING, INC.	11114	WINDOW CLEANING START	04/30/2019	1,333.13	.00	
Total 472:					5,041.52	.00	
5489	WRENCH IT PLUMBING & HEAT	5622	174 KING OLD FAUCET	05/13/2019	531.00	.00	
5489	WRENCH IT PLUMBING & HEAT	5623	POLICE DEPARTMENT	05/13/2019	236.72	.00	
Total 5489:					767.72	.00	
3619	WY CHILD SUPPORT ENFORCE	051919	case#209790 gALLEGHER	05/19/2019	146.76	146.76	05/22/2019
3619	WY CHILD SUPPORT ENFORCE	051919	case #230073 cORONA	05/19/2019	745.50	745.50	05/22/2019
Total 3619:					892.26	892.26	
5788	WYOMING GARAGE DOOR, LLC	2082	RESIDENTIAL TOP FIXTURE, 2"	04/24/2019	110.00	.00	
Total 5788:					110.00	.00	
6242	WYOMING LAW ENFORCEMEN	051719	OFFICER EDUCATION TRAININ	05/17/2019	90.00	.00	
Total 6242:					90.00	.00	
2179	XEROX CORPORATION	096802159	CONTRACT COPIER	05/01/2019	101.52	.00	
2179	XEROX CORPORATION	096802160	CONTRACT COPIER	05/01/2019	283.80	.00	
2179	XEROX CORPORATION	096802161	CONTRACT COPIER	05/01/2019	233.72	.00	
2179	XEROX CORPORATION	096802162	CONTRACT COPIER	05/01/2019	23.05	.00	
2179	XEROX CORPORATION	096802178	CONTRACT COPIER	05/01/2019	90.01	.00	
Total 2179:					732.10	.00	
2842	YELLOW IRON EXCAVATION, L	36388	TRASH REMOVAL APRIL 2019	04/30/2019	160.00	.00	
2842	YELLOW IRON EXCAVATION, L	36389	TRASH REMOVAL APRIL 2019	04/30/2019	260.00	.00	
2842	YELLOW IRON EXCAVATION, L	36390	APRIL DUMPSTER	04/30/2019	160.00	.00	
Total 2842:					580.00	.00	
3507	ZIEM, JOHNNY	051119	TRAVEL EXPENSES	05/11/2019	229.60	.00	
3507	ZIEM, JOHNNY	052519	REIMBURSE FOR BOOTS- 2019	05/25/2019	100.00	.00	
Total 3507:					329.60	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
6321	ZUERCHER TECHNOLOGIES	234062	FIELD OP SUB	04/26/2019	330.00	.00	
6321	ZUERCHER TECHNOLOGIES	234062	FIELD OPS SUBSCRIPTION	04/26/2019	30.00	.00	
Total 6321:					360.00	.00	
Grand Totals:					737,717.89	19,737.03	

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 THE TOWN COUNCIL
FOR THE MONTH OF APRIL, 2019**

During the month of April, the court received \$43,162 in fines, fees, and forfeitures.
433 new cases were docketed: 339 parking citations, 94 summons
52 cases were dismissed: 22 parking violations

The abbreviations used below are: BF=forfeiture, GP=pled guilty, NC= nolo contendere, G=found guilty at trial, NG=found not guilty at Trial,
R=restitution, CS=community service, DP=deferred prosecution, D=dismissed, D-TS=dismissed for traffic school,
DA=deferred adjudication

CLOSED CASES

<u>NAME</u>	<u>CITATION</u>	<u>OFFENSE</u>	<u>DISPOSITION</u>	<u>\$</u>
ALVARADO VARGAS, LUIS F	00630M	Stop Sign Violation	BF	135
ALVIN, JARED JOHNSON	186001155AB	Speed Limits Generally 40/30	BF	125
ANDRADE BOCARDO, ALBERTO NONE	186001116AB	Use of cell phone while driving prohibited	BF	75
ANSARI, MOHAMMED AAQUIB	19987K	Following too Close	BF	85
ARTICE, MALACHI BLEU	00601M	Driving/Control of vehicle while intox	DA- in Accordance with 7-13-301	0
BECK, BRIAN J	186001158AB	Use of cell phone while driving prohibited	BF	75
BENAVIDES LOPEZ, CINTHYA M	186001258AB	Failure to maintain liability coverage	D-Per Town's Motion	0
BENITEZ, ISAIAS	186000780AB	Failure to Drive on Right Side of the Roadway	D-Per Town's Motion	0
BOICE, ALEXANDER G	00633M	Marijuana: use and/or possession	BF	150
BOICE, ALEXANDER G	00632M	Public intoxication	BF	110
BORISOVA, VELIZARA S	00092M	Stop Sign Violation	D-Per Town's Motion	0
BREY, KAMERON B	03920L	Provide alcohol to person <21	BF	150
BURTON, MICHAEL J	186001019AB	Stop Sign Violation	D-Per Town's Motion	0
CALLAGHAN, BRENDAN E	CI:19-03-0079	Unlawful Contact or Touching	BF	500
CELDON-CISNEROS, HECTOR D.	00105M	Duty upon colliding with unattended vehicle or property	D-Per Town's Motion	0
CHILDRESS, SAMUEL LAMMERS	186003042AA	No display of current registration	BF	135
CHOI, JULIE ANNE	186001340AB	Speed Limits Generally 43/30	BF	166
COLLINS, MADISON	03915L	Provide alcohol to person <21	BF	500
CRAIG, MICHAEL S.	00512M	Marijuana: use and/or possession	BF	100
CUCCHIARELLI, PAUL MICHAEL	186001022AB	No Driver's license	D-Per Town's Motion	0
CUCCHIARELLI, PAUL MICHAEL	186001023AB	Speeding in a school zone 30/20	BF	195
DANNA, JAMES M,	186001243AB	Use of cell phone while driving prohibited	BF	65
Delca, Mariana Madalina	186001127AB	No Driver's license	BF	420
ENEA, SEBASTIAN	00204M	Operator's Permit Required	BF	250
Faris, Maureen Z	186001150AB	No display of current registration	BF	62.5
FERGODA, AMELIA OLCOTT	186001126AB	Marijuana: use and/or possession	BF	150
FLAHERTY, VICTORIA MARTA	186001078AB	Use of cell phone while driving prohibited	BF	65
Fogg, David C	186001048AB	Failure to Appear	D-Per Town's Motion	0
GALVAN SANCHEZ, MOISES	186003047AA	No Driver's license	D-Per Town's Motion	0
GALVAN SANCHEZ, MOISES	186003046AA	Speeding in a school zone 31/20	BF	270
GOODY, GRANT WILLIAM	186001224AB	Use of cell phone while driving prohibited	BF	75
GRAHAM, JOHNATHAN LEE	186000465AB	Speed Limits Generally 42/30	BF	159
Hammons, Larry Dwayne	186001147AB	Public intoxication	BF	110
Hammons, Larry Dwayne	00100M	Public intoxication	D-Per Town's Motion	0
HAMPTON, WILLIAM GOULET	186001333AB	Speed Limits Generally 41/30	BF	152
HASSAN, GABRIEL JOSEPH	186000878AB	Failure to maintain liability coverage	BF	275
HAWHEE, HUNTER STEVEN	186001314AB	Use of cell phone while driving prohibited	BF	65
HAWKES, SHAILA SARAI	186001370AB	Use of cell phone while driving prohibited	BF	65
HENDRIX, DONOVAN LYNN	186001099AB	Speed Limits Generally 42/25	BF	194
HERNANDEZ MARIN, JOSE AMILCAR	186001313AB	Speed Limits Generally 46/30	BF	187
Hernandez, Annel	186001075AB	Child restraint required - 1st offense	BF	65
Hiatt, Jill Edith	186001125AB	Failure to maintain liability coverage	D-Valid Info Provided	0
Hoar, Kenneth Alan	186000985AB	Public intoxication	BF	110
HOFLAND, ROBYN L	00608M	Public intoxication	BF	110
HUGHES, DALIN HUNTER	186000984AB	Public intoxication	BF	110
JILLSON, CASEY ANN	186005184AA	No display of current registration	BF	62.5
KARIN, ABIGAIL FREEMAN	19446K	Stop Sign Violation	BF	135
KELLER, ANDREW MALCOLM	186001014AB	Failure to maintain liability coverage	D-Valid Info Provided	0
KELLY, JAMES M	186001160AB	Speed Limits Generally 40/30	BF	135
KROGER, BRETT M	00651M	Stop Sign Violation	BF	120
LANGLINAIS, JOSEPH M	19988K	Provide alcohol to person <21	BF	300
LAUGHLIN, RENEE FIEDLER	186005405AA	Speeding urban - 46/30 mph zone	BF	187
LAZAS, ANDREEA I	19990K	Provide alcohol to person <21	BF	300
LEWIS, RICHARD WAYNE	186001337AB	Speed Limits Generally 40/30	BF	125
LOPIPARO, PAUL MARK	03546L	Public intoxication	BF	110
LUSINS, ERIN M	186001154AB	Speed Limits Generally 27/20	BF	165
MATZKE, DAVID STUART	186001073AB	Speeding urban - 48/30 mph zone	BF	211
MCDONOUGH, DANIEL M	19989K	Provide alcohol to person <21	BF	300
MCLAUGHLIN, ROBERT ONEAL	03603L	Use of hand-held electronic device while driving	BF	85

MEISENBACH, MARK STEPHEN	186001111AB	Speeding urban - 49/30 mph zone	BF	208
MIELE, CHRISTINE BROCK	186001153AB	Speed Limits Generally 42/30	BF	159
Miller, Holly Kae	186001074AB	Passing a school Bus	BF	435
MILLER, RYAN CHRISTOPHER	186001338AB	Speed Limits Generally 40/30	BF	125
Montoya, Ashley N	186000642AB	No display of current registration	BF	135
Moran, Ruth	186001123AB	Stop before emerging from Alley	BF	85
MORENO, BENJAMIN H	186002243AA	Driving/Control of vehicle while intox	GP	750
NEIMAT, MARK MATTHEW	186001226AB	Use of cell phone while driving prohibited	BF	75
Oconnor, Timothy L	186001079AB	Use of hand-held electronic device while driving	BF	65
OWEN, ERIK C	186000276AB	Speeding urban - 44/30 mph zone	BF	173
Parr, Daniel Louis	23278D	Public intoxication	D-Per Town's Motion	0
Paul, Melvina	186001399AB	Public intoxication	BF	110
PERALTA, JOAQUIN	186000407AB	No Driver's license	D-Per Town's Motion	0
PERKINS, KAITLIN C	00631M	Public intoxication	BF	110
PETERSEN, DEBRA L	186001245AB	No display of current registration	BF	57.5
Polo, Erin D	186000636AB	No display of current registration	BF	70
RIVARD, ERIC BRUNO	186001077AB	Speeding urban - 42/30 mph zone	BF	169
ROMO, FRANCESCA	186001016AB	Failure to maintain liability coverage	D-Valid Info Provided	0
RORKE, CHRISTOPHER JOHN	186003048AA	Speeding urban - 45/30 mph zone	BF	180
RUSSELL, MADALYN MARIE	03973L	Stop Sign Violation	BF	135
RUTH, MELISSA KATHRYN	186001267AB	MPH over limit Bond 52/25	BF	290
RYAN, AMANDA NORWOOD	186001072AB	Use of cell phone while driving prohibited	BF	100
Ryan, John T	186001009AB	Failure to maintain liability coverage	D-Valid Info Provided	0
Ryan, John T	186001008AB	Speed too fast for conditions	D-Per Town's Motion	0
Sanchez Perez, Cristina	186001328AB	No Driver's license	D-Per Town's Motion	0
SCHERER, MICHAEL TIMOTHY	00089M	Speed Limits Generally 42/30	GP	129
Schlager, Heather A.	186001152AB	Speed Limits Generally 42/30	BF	159
Sibson, Donald Barry	186000784AB	Careless driving	BF	85
SPROULE, KEITH WATSON	186000419AB	Speed Limits Generally 40/30	BF	125
STARK, ANDREW CHRISTOPHER	186000990AB	Use of cell phone while driving prohibited	BF	65
STEINBERG, MARY BM	186001161AB	Speed Limits Generally 43/30	BF	176
STEWART, MALLORY E	186001101AB	Use of cell phone while driving prohibited	BF	65
STUART, JAMES EWELL	186001146AB	Limitations on Backing	D-Per Town's Motion	0
TOMKINSON, TIMOTHY PAUL	186001149AB	Speed Limits Generally 40/30	BF	125
VERDON, JOHN DEEGAN	186001312AB	Use of cell phone while driving prohibited	BF	65
VINESETT, PAUL SHANNON	186004353AA	Failure to change lanes for emergency vehicles	BF	235
WAWROSE, ANN MARIE	186003049AA	Speeding urban - 47/30 mph zone	BF	194
WILLIAMS, SAMUEL H	186001024AB	Failure to maintain liability coverage	D-Valid Info Provided	0
Wright, David C	186001122AB	MPH over limit Bond 50/25	BF	290
Zarachowicz, Audrey E	186001104AB	Use of cell phone while driving prohibited	BF	65
ZUCKERMAN, LAURENCE DAVID	00539M	Urinating in Public	BF	50



TOWN OF JACKSON

TOWN COUNCIL

AGENDA DOCUMENTATION

PREPARATION DATE: May 28, 2019

MEETING DATE: June 3, 2019

SUBMITTING DEPARTMENT: Town Clerk

DEPARTMENT DIRECTOR: Roxanne Robinson

PRESENTER: Carl Pelletier

SUBJECT: Special Event- Paws of Jackson Hole – Tuxes & Tails Gala on the CFA lawn.

STATEMENT/PURPOSE

The Town Council approves the exemptions from stipulations in Center for the Arts lease agreement.

BACKGROUND/ALTERNATIVES

Paws of Jackson Hole has requested that the Tuxes & Tails Gala annual event scheduled for the Center Park on the Center for the Arts Lawn on June 21st be allowed to operate with amplified sound until 10:00 PM.

The Center for the Arts is permitted to conduct events on the Center Park; however, the CFA's current Conditional Use Permit states that events held on the Center lawn must cease by 9:00 PM, unless a Special Event Permit is issued by the Town of Jackson.

O. **Outdoor Operating Hours.** Outdoor events or events in which the amphitheater doors are open shall end by 10:00 PM in the amphitheater and by 9:00 PM in all other outdoor areas unless a Special Event Permit is issued by the Town of Jackson.

Thus, in order for the special event to operate until 10:00 PM they would need to obtain approval from the Town Council for an exemption from their lease. The Town Council approved a similar request the last two years. The applicant has indicated that the plan is to conclude the events taking in the place in the Center Lawn by 9:00 PM and moving the activity indoors to the lobby of the Center for the Arts. The applicant has moved forward with the submittal of this request in the event that residual noise/impact from this event take place after 9:00 PM.

The application has been submitted to all Town departments for review. In the past the Police Department has received noise complaints from neighbors of the Center for the Arts for events held on the lawn. This request has no changes with the event that was approved last year.

The applicant requests the following in association with this special event:

1. Permission to operate on the Center for the Arts lawn until 10:00 PM.
2. Permission for amplified sound on the Center for the Arts lawn until 10:00 PM.

COMPREHENSIVE PLAN ALIGNMENT

This event aligns with our Quality of Life which is important to our community. 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.

STAKEHOLDER ANALYSIS

The application has been submitted for review and comment to all Town departments.

FISCAL IMPACT

N/A

STAFF IMPACT

N/A

LEGAL REVIEW

Complete

ATTACHMENTS

Special event application.

RECOMMENDATION

Staff makes no specific recommendation with regard to this request. Should Council wish to approve this application, staff recommends that approval be subject to the following condition:

1. 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.

SUGGESTED MOTION

I move to approve the special event request made by Paws of Jackson Hole to allow the annual Tuxes & Tails Gala event to operate on the Center for the Arts lawn until 10:00 PM on June 21, 2019 subject to the conditions and restrictions listed in the staff report.

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

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



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

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

APPLICANT INFORMATION

Name of Event: Tuxes & Tails Gala

Name of Organization: PAWS of Jackson Hole

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

Mailing Address: PO Box 13033

City: Jackson State: WY Zip Code: 83001

Name of Person Completing Application: Amy Moore

Email Address: amy@pawsofjh.org

Work Phone: 307-734-2441 Cell Phone: _____

EVENT INFORMATION

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

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

To create awareness about local animal issues and raise critical funding for our 9

Location of Event: Center for the Arts Lawn Alternative Location: _____

Date(s) of Event: June 21, 2019 Event Operating Hours: 6 pm to 11 pm

Event Set Up Begins Date: June 21, 2019 Time: 1 pm

Event Clean Up Ends Date: June 23, 2019 Time: 8 am

Special Event Application

EVENT INFORMATION (Continued)

Estimated Event Attendance (Spectators and Participants) Per Day: 300 Total Event: 300

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: Shawn Meisl Cell Phone: 307-413-2222

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)	Start Time	End Time

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: _____ parking spaces

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

If "Yes", which routes will be impacted? Has START Bus been contacted about this impact?

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:

_____ 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: _____

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: _____

VOICE / MUSIC AMPLIFICATION REQUESTS

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

If "Yes", please indicate times: Start Time: 6 pm Finish Time: 10 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.

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: We have access to the Center for the Arts bathrooms indoors.

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? Full bar, wine and cocktails

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? _____

How many trash receptacles will be supplied for your event? _____

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:

The caterer will remove the trash.

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
- ☐ 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? _____

How many recycling receptacles will they (or you) supply for your event? _____

When will these recycling receptacles be delivered? _____

When will recycling receptacles be picked up and removed from site? _____

Describe your plan for collection and removal of recyclable materials during your special event:
The catering company will recycle.

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:

We are adding dancing with a DJ, post event. This music will be played in the Center for the Arts Theater Lobby (indoors) and will end by 11 pm. We request additional noise time (9 pm to 10 pm) on the Center Lawn every year because we still have guests that we are moving along at the 9 pm hour. With dancing indoors, it will be easier to move people inside but we still request the 9 pm to 10 pm noise extension so we have the time/space to shift the crowd. Thank you!

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: AM

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: AM

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: AM

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: AM

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: AM

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: Amy Moore

Printed Name

DATE: 05/10/2019

TITLE: Executive Director



TOWN OF JACKSON TOWN COUNCIL AGENDA DOCUMENTATION

PREPARATION DATE: May 28, 2019
MEETING DATE: June 3, 2019

SUBMITTING DEPARTMENT: Town Clerk
DEPARTMENT DIRECTOR: Roxanne DeVries Robinson
PRESENTER: Carl Pelletier

SUBJECT: Special Event: World Series of Team Roping

BACKGROUND/ALTERNATIVES:

The applicant, Ben Tibbits with the World Series of Team Roping, requests permission for overnight camping at the fairgrounds during the annual Jackson Hole Qualifier event. The request for overnight camping begins on Thursday June 27, 2019 and runs to Sunday, June 30, 2019. Participants will be camping in RV/living quarter type trailers. The Fair Board has approved this use.

The applicant also requests the use of barricades to prevent parking in certain areas.

Section 10.04.220 of the Municipal Code prohibits overnight parking on any parking lot owned, operated, leased, or maintained by the town; and Section 9.52.050 prohibits sleeping in any public place unless permission is granted by the Town Council for special events.

Similar requests from this organization have been approved in the past.

New for 2019, the applicant is requesting the closure of Flat Creek Drive (between Snow King Avenue and Karns Avenue) from Thursday, June 27th at 6:00pm thru Sunday, June 30th at midnight. Historically parking for this event has been very tight if not problematic. The trailers used for this event are quite large. This year new challenges are present on the Rodeo Grounds – a new, temporary fire station is present and construction staging for Parks and Recreation exists. With these additional space constraints, the applicant has met with the Fair Grounds Manager in formulating a request for a street closure. The parking along the fence on Karns Avenue was suggested by staff as a means to accommodate parking; however, the applicant and Fair Grounds Manager indicated that even with the addition of parking space along Karns Avenue the event will fall short of parking needs. The applicant and Fair Grounds Manager have requested a complete road closure (as opposed to just the closure of the parking spaces along Flat Creek Drive) due the fact that horses will be entering/exiting trailers and crossing the street. There is a desire to give the horses ample space from possible interaction with vehicles. START Bus indicated that they would be able to detour around this closure.

The applicant is also requesting the use of the parking spaces on the south side of Karns Avenue (between Flat Creek Drive and Jackson Street) for trailer parking from Wednesday, June 26 at 7:00am thru Sunday, June 30 at Midnight.

COMPREHENSIVE PLAN ALIGNMENT

This event aligns with our Quality of Life which is important to our community. 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.

STAKEHOLDER ANALYSIS

The application has been submitted for review and comment to all Town departments.

FISCAL IMPACT:

None.

STAFF IMPACT:

Minimal

LEGAL REVIEW:

N/A

ATTACHMENTS:

Application

RECOMMENDATION:

Staff recommends the approval of the request, subject to the following conditions and restrictions:

1. The applicant shall clean up after the event.
2. The applicant shall coordinate its activities with the Teton County Fair Board.
3. Parking shall be coordinated with the Fair Manager.
4. Banners are not permitted unless approved under a separate Sign Permit Application to the Planning and Building Department.
5. There shall be open access to tennis and field areas at all times.
6. All overnight vehicles shall place a clearly visible card in the dash designating the vehicle as affiliated with the World Series of Team Roping.
7. 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 for every event 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.
8. There shall be no campfires or open fires during the event.
9. The applicant shall be responsible for the closure of the street and parking spaces and the procuring, posting and removal of any signage including but not limited no parking and handicapped parking signs associated with the event.
10. The applicant shall coordinate all road and parking closures with the Police Department.
11. A clear and unobstructed width of 20 feet shall be maintained between rows of parked trailers to allow for emergency vehicle access (IFC 503.2.1).
12. No excessive noise in the overnight parking / camping area after 11:00 P.M.

SUGGESTED MOTION:

I move to approve the request from Ben Tibbits and the 2019 World Series of Team Roping event subject to the conditions and restrictions listed in the staff report.

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

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

**Date Application Received**

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

APPLICANT INFORMATION

Name of Event: JH Qualifer - Triple T Productions

Name of Organization: Priefert World Series of Team Roping

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

Mailing Address: 276 East Rich Lane

City: Blackfoot State: ID Zip Code: 83221

Name of Person Completing Application: Ben Tibbits

Email Address: bentibbits@hotmail.com

Work Phone: _____ Cell Phone: 208-681-2268

EVENT INFORMATION

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

Description & Purpose of Event (Attach additional sheets if necessary): Annual team roping
competition that takes in ~1900 teams over a 3-day period. Overnight camping on fairgrounds

Location of Event: 447 Snow King Ave Alternative Location: n/a

Date(s) of Event: June 26th-28th, 2015 Event Operating Hours: 8:00 am - 11:00 p.m.

Event Set Up Begins Date: June 27th 2019 Time: 12 noon

Event Clean Up Ends Date: July 1st 2019 Time: 12 noon

03/2015

Special Event Application

EVENT INFORMATION (Continued)

Estimated Event Attendance (Spectators and Participants) Per Day: 500 Total Event: 1500

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: KACHEL GRIFFIN Cell Phone: 307-203-0660

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 (G) |
| ☒ 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)

Start Time

End Time

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: _____ parking spaces

Will the event closure requests impact any START Bus routes?

☐ Yes

☒ No

If "Yes", which routes will be impacted? Has START Bus been contacted about this impact?

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:

_____ 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: _____

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:

VOICE / MUSIC AMPLIFICATION REQUESTS

Will your event have any amplified sound?

☒ Yes☐ No

If "Yes", please indicate times:

Start Time: 7:00 am

Finish Time: 11:00 p.m.

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.*

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.

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 DASH and DASH.

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: Heritage Arena has restroom facilities

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? _____

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.

03/2015

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? Teton Trash Removal

How many trash receptacles will be supplied for your event? One dumpster, one roll-away

When will the trash receptacles be delivered? Dumpster is already in place, rollaway will be delivered June 25th

When will the trash receptacles be picked up and removed from site? Monday July 1st

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

is responsible for the collection and removal of all trash over the 3-day period

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

RECYCLING PLAN

All events are required to have a plan for the collection and removal of recycling during and after the event. The recycling receptacles located in the Town lots, ball fields, sidewalks and public restrooms should not be included in the collection and removal plan. *For assistance with formulating a Recycling Plan, contact Teton County Integrated Solid Waste and Recycling (ISWR) at (208) 733-7777.*

Will you be using a company for your recycling plan? ☒ Yes

If "Yes," which company will you be using? ISWR

How many recycling receptacles will they (or you) supply for your event? Four

When will these recycling receptacles be delivered? Thursday June 25th,

When will recycling receptacles be picked up and removed from site? Monday

Describe your plan for collection and removal of recyclable materials during your event.

Fair staff will arrange collection and removal of recyclables

Applicants are responsible for cleaning and restoring the site immediately after the event. If you believe that no recyclable materials will be generated, please state this in your plan. For a list of recyclables and how they need to be handled, please see the ISWR website. For a list of recyclables and how they need to be handled, please see the ISWR website. For a list of recyclables and how they need to be handled, please see the ISWR website. For a list of recyclables and how they need to be handled, please see the ISWR website.

SIGNIFICANT EVENT CHANGES

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

☒ Yes

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

No significant changes



TOWN OF JACKSON

AGENDA DOCUMENTATION

SUBMITTING DEPARTMENT: PLANNING & BUILDING

PRESENTER: TYLER SINCLAIR

MEETING DATE: JUNE 3, 2019

SUBJECT: TEMPORARY SIGN PERMIT – JHLT Annual Picnic

STATEMENT/PURPOSE

To approve or deny relief from the Town's sign ordinance for the use of temporary signage not requiring a special event or exposition license.

BACKGROUND/ALTERNATIVES

The applicant has requested a temporary a banner to be located at:

105 Buffalo Way, Albertsons during:
June 23, 2019 to June 29, 2019

Section 4670.I 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.

COMPREHENSIVE PLAN ALIGNMENT

Staff finds that the proposal is consistent with Comprehensive Plan.

STAKEHOLDER ANALYSIS

None

FISCAL IMPACT

None

STAFF IMPACT

None

LEGAL REVIEW

N/A

ATTACHMENTS

Applicant Submittal

RECOMMENDATION

The Planning Director makes no recommendation for the banners to be located at 105 Buffalo Way, Albertsons, 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 for JHLT Annual Picnic may be installed at:
105 Buffalo Way, Albertsons during:
June 23, 2019 to June 29, 2019

SUGGESTED MOTION

I move to **approve** the temporary banner in conjunction with Jackson Hole Land Trust subject to three (3) conditions of approval.

(Although Staff is not making a recommendation of the application, the motion is made in the affirmative.)



TEMPORARY SIGN PERMIT APPLICATION

Planning & Building Department

150 East Pearl Ave.
P.O. Box 1687
Jackson, WY 83001

ph: (307) 733-0440
www.townofjackson.com

EVENT NAME:

Event Name: JHLT Annual Picnic Physical Address of Event: Snake River Ranch
Description of Event: Annual Jackson Hole Land Trust Picnic to be held on August 11, 2019
Grand Opening ☐ Yes ☒ No

EVENT SPONSOR/APPLICANT:

Name: Betsy Neal Phone: 3077344707
Mailing Address: PO Box 2897 ZIP: 83001
E-mail: betsy@jhlandtrust.org 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, WY</u>	Physical Address: _____
Dates of Display: <u>6/23/2019 - 6/29/2019</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 circle.

☒ 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.

Katherine Neal
Signature of Authorized Event Applicant

5/28/2019
Date

Betsy Neal
Applicant Name Printed

JHLT Events Manager
Title



Outdoor hanging via grommets & rope + zip ties
per Bonnie - Store Director



TOWN OF JACKSON

AGENDA DOCUMENTATION

SUBMITTING DEPARTMENT: PLANNING & BUILDING

PRESENTER: TYLER SINCLAIR

MEETING DATE: JUNE 3, 2019

SUBJECT: TEMPORARY SIGN PERMIT – Found Space at Summer Solstice

STATEMENT/PURPOSE

To approve or deny relief from the Town's sign ordinance for the use of temporary signage not requiring a special event or exposition license.

BACKGROUND/ALTERNATIVES

The applicant has requested a temporary banner to be located at:

105 Buffalo Way, Albertsons during:
June 16, 2019 to June 22, 2019

Section 4670.I 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.

COMPREHENSIVE PLAN ALIGNMENT

Staff finds that the proposal is consistent with Comprehensive Plan.

STAKEHOLDER ANALYSIS

None

FISCAL IMPACT

None

STAFF IMPACT

None

LEGAL REVIEW

N/A

ATTACHMENTS

Applicant Submittal

RECOMMENDATION

The Planning Director makes no recommendation for the banners to be located at 105 Buffalo Way, Albertsons, 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 for Found Space at Summer Solstice may be installed at:
105 Buffalo Way, Albertsons during:
June 16, 2019 to June 22, 2019

SUGGESTED MOTION

I move to **approve** the temporary banner in conjunction with Jackson Hole Land Trust subject to three (3) conditions of approval.

(Although Staff is not making a recommendation of the application, the motion is made in the affirmative.)



TEMPORARY SIGN PERMIT APPLICATION

Planning & Building Department

150 East Pearl Ave.
P.O. Box 1687
Jackson, WY 83001

ph: (307) 733-0440
www.townofjackson.com

EVENT NAME:

Event Name: FoundSpace at Summer Solstice Physical Address of Event: Rendezvous Park, Moose Wilson Rd.
Description of Event: R Park Annual Solstice celebration featuring FoundSpace artists installation event
Grand Opening ☐ Yes ☒ No

EVENT SPONSOR/APPLICANT:

Name: Betsy Neal Phone: 3077334707
Mailing Address: PO Box 2897 ZIP: 83001
E-mail: betsy@jhlandtrust.org 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, WY</u>	Physical Address: _____
Dates of Display: <u>6/16/2019-6/22/2019</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 circle.

- ☒ 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.

<u>Katherine Neal</u>	<u>5/28/2019</u>
Signature of Authorized Event Applicant	Date
<u>Betsy Neal</u>	<u>JHLT Events Manager</u>
Applicant Name Printed	Title



Outdoor hanging via grommets & rope + zip ties
per Bonnie -Store Director



TOWN OF JACKSON

AGENDA DOCUMENTATION

SUBMITTING DEPARTMENT: Public Works

PRESENTER: Brian Lenz, Town Engineer

MEETING DATE: June 3, 2019

SUBJECT: Request Council Approval to award a contract for construction of the TOJ Project 19-21: Cache Creek Tube Phase 2B Project

STATEMENT/PURPOSE

The purpose of this item is for Town Council to review and approve a contract for construction contract for the Cache Creek Tube – Phase 2B Project.

BACKGROUND/ALTERNATIVES

Staff seeks Council review and approval for a contract for construction services relating to the Cache Creek Tube Phase 2B stormwater installation project. The project was advertised in the JH News and Guide for two weeks beginning April 3rd, 2019.

The Town received construction Bids for the project on April 25th, 2019. Two bids were received.

CONTRACTOR	Phase 2B South	2B North	2B South + 2B North (Less Bid Item 15)
Western Municipal Construction of Wyoming, Inc., Meeteetse, WY	\$613,825.00	\$229,753.00	\$837,878.00
Depatco, Inc, Idaho Falls, ID	\$872,600.00	\$345,985.50	\$1,195,475.50

Jorgensen Associates provided the design engineer's estimate of \$840,482.40. Our team has discussed the project with other contractors that attended the mandatory pre-bid meeting but did not submit bids and based on the work they did to consider the bid they thought the project would be in the million dollar range for both schedules.

Due to the nature and location of the work and current staff workloads, the engineering division requested a quote for construction surveying, administration, and management from Jorgensen Associates. They provided a quote of \$104,500 including a 10% contingency.

The Cache Creek Tube Phase 2B Project includes installation of approximately 750 lineal feet of 48-inch storm sewer mainlines, 160 lineal feet of 30-inch storm sewer mainline, concrete storm sewer structures, curb inlet catch basins, 12" and 18" stormwater branch piping, water line relocation, asphalt, concrete, and vegetative surface restoration, and all other incidentals required to complete the installation of the Cache Creek Tube in the vicinity of East Gill Avenue, North King Street, and East Deloney Avenue in Jackson, Wyoming.

The existing Cache Creek Tube stormwater main conveys Cache Creek Ditch and collects stormwater run-off between Cache Creek Drive to Flat Creek through Town. The existing stormwater main is comprised of various pipe materials and in its current alignment, the Cache Tube crosses/encumbers several private properties. See **FIGURE 1** below for more information on Phase 2B and the entire proposed realignment and phases. Remaining phases of the tube construction will be coordinated over the next 4-5 years based on available budget, other projects proposed along the route, and other buried utility relocation plans. The intent of the complete project is to relocate the infrastructure to land owned by the town, improve drainage, and provide stormwater treatment prior to discharge to Flat Creek.

The project construction schedule generally runs from June through October 2019, starting in FY19 with the majority of the work being done in FY20. Construction staging for the project will be located on the southern portion of the town owned 174 N. King property and in the charter bus pullout along north King Street. Traffic control has been coordinated with START and Fire EMS. Generally, one-way traffic northbound on north King St. will be maintained and two-way alternating traffic control will be used for work in Gill and Deloney Avenues. Some full closures of the roads will be required for lateral crossings and connections to existing storm sewer mains.

While initially considering the scope of the project and available budget it was decided that the project would be bid for two separate sub-phases, 2B south and 2B north, with the assumption that subphase 2B south would be constructed at the least and if possible 2B north and the Gill Ave. connection would be included if the funding was approved. Because of a later bid date for the work, the goal of including both sub-phases of work would hopefully appeal to more contractors as it is a more significant job. While pre-bid turnout by contractors was high – ten companies attended our mandatory pre-bid meeting – only two contractors submitted bids.

The Jackson Town Council has the following options to consider and proceed with:

- Approve award of the construction contract to Western Municipal Construction for Phase 2B and a professional services contract with Jorgensen Associates for construction survey, administration, and management. This option requires advance approval of FY20 funding, as described in the “Fiscal Impact” section below.
- Approve award of the construction contract to Western Municipal Construction and the professional services contract with Jorgensen Associates for only sub-phase Phase 2B south, possibly requiring a budget amendment to ensure sufficient funds in FY19 to award it. This option would require either: a second approval and re-mobilization for the contractor to complete the project in FY20, or re-bidding the remainder of the project a later date.
- Approve the complete Phase 2B or just Subphase 2B South construction contract but denying the professional services contract with Jorgensen Associates.
- Deny award of any contract.
- Other alternative deemed appropriate by council.

COMPREHENSIVE PLAN ALIGNMENT

This project supports the Town Comprehensive Plan under Common Value #1- Ecosystem Stewardship.

- Principle 1.2: Preserve and Enhance Water and Air Quality
 - o Policy 1.2.a: Buffer waterbodies, wetlands, and riparian areas from development
 - o Policy 1.2.b: Require filtration of runoff
 - o Policy 1.2.c: Monitor and maintain water quality
- Strategy 1.2.S.2: Evaluate and update surface water filtration standards, focusing on developed areas near important waterbodies.

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

- Principle 3.3: Manage growth predictably and cooperatively
- Principle 3.5: Manage local growth with a regional perspective
- Principle 4.4: Enhance civic spaces, social functions, and environmental amenities to make Town a more desirable Complete Neighborhood [negative impact – channelizing the creek takes an environmental amenity away from the public because it is no longer seen or experienced in the Town setting.]

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

STAKEHOLDER ANALYSIS

Cache Creek Tube Phase 2B stakeholders include property owners and businesses along the project route during construction activities, the community served by the storm sewer, and Public Works Staff who maintain and clean the storm sewer system. Construction impacts to businesses and the community will include road closures and

START Bus route changes and will require alternate routes and access for travelers. Ultimately, the completed project will improve the storm sewer collection system, will incorporate stormwater treatment structures and will remove the storm sewer collection main from private property.

FISCAL IMPACT

FY19 funds currently remaining for the Cache Creek Tube – Phase I will be allocated to the Phase 2B construction. The project will additionally be funded by FY19 Public Works Capital funds for Cache Creek Tube – Phase 2B. Staff requests advance approval of a portion of the FY20 funds requested for Cache Creek Tube – Phase 2B in order to award this contract and complete Phase 2B this summer (spanning FY19-FY20).

Town Funds to build the Cache Creek Tube Phase 2B

FY19 available funds to begin Phase 2B construction (Cache Tube Phase I capital + 2014 SPET)	\$286,598
FY20 amount needed to complete Phase 2B	\$655,779
Total Project Budget	\$942,378

Phase 2B North & South Construction Contract Costs

Construction Administration (Jorgensen Associates)	\$104,500
Construction (Western Municipal)	\$837,878
Total Project Budget	\$942,378

As calculated above, staff requests advance approval of \$655,780 from the FY20 recommended budget in order to award this contract. This is less than the FY20 total recommended budget amount for Cache Creek Tube, \$1,053,000. The Town benefits from awarding the entire contract, rather than only approving a portion of the work in accordance with available approved FY19 budget, because it will ultimately reduce costs of the remaining portion of the project by eliminating an additional bidding process or contractor re-mobilization costs, and increases in late-season construction costs. It also provides continuity in the construction effort when we transition from June-July (FY19-FY20), which reduces the risk of not completing the project within this construction season.

STAFF IMPACT

Construction phase coordination between the Contractor and Engineering Staff will be necessary. It is estimated that 15 to 20 hours per week of PW staff time shall be required if staff is directed to award the contract and proceed with construction as proposed.

Long term maintenance will involve adding to the current work load for yearly inspections and cleaning of the stormwater main, performed by Town of Jackson staff or by a contractor.

LEGAL REVIEW

If staff is directed to award the contract, the Interim Town Attorney will provide a final review and approval of the construction contract prior to execution by the Mayor.

ATTACHMENTS

FIGURE 1: Proposed Cache Creek Tube Realignment phases

RECOMMENDATION

Staff recommends that Town Council approve the use of FY20 funds to award in full the contracts for:

- construction surveying, construction management, and construction administration to Jorgensen Associates, PC in the amount of \$104,500, and
- construction of the Cache Creek Tube – Phase 2B Project to Western Municipal Construction of Wyoming, Inc., Meeteetse, WY in the amount of \$ 837,878.00.

SUGGESTED MOTION

I move to approve the award of contract for construction surveying, construction management, and construction administration for the Cache Creek Tube Phase 2B to Jorgensen Associates of Jackson in the amount of \$104,500.00, and to approve the award of contract for the construction of the Cache Creek Tube Phase 2B to Western Municipal Construction of Wyoming, of Meeteetse in the amount of \$837,878; and upon legal approval, authorize the Mayor to execute all necessary contract Agreements.



FIGURE 1: Proposed Cache Creek Tube Realignment phases. The red box and arrow call attention to the Phase 2B location.



TOWN OF JACKSON

AGENDA DOCUMENTATION

SUBMITTING DEPARTMENT: Council

PRESENTER: Jim Stanford

MEETING DATE: June 3, 2019

SUBJECT: The Mountain Pact Land and Water Conservation Fund Letter of Support

STATEMENT/PURPOSE

For the Town Council to consider adding their signature to a letter to Congress asking them to fully fund the Land and Water Conservation Fund (LWCF).

BACKGROUND/ALTERNATIVES

This request comes from *The Mountain Pact* who currently has 90 signers, from ten of the eleven western states, on a letter to encourage Senators and Representatives to continue the momentum of the John D. Dingell, Jr. Conservation, Management, and Recreation Act by passing full and dedicated funding for the LWCF.

The Mountain Pact states that this Act includes extensive support for public lands, including permanent authorization of the LWCF. However, despite this step in the right direction, President Trump and Acting Secretary of Interior David Bernhardt's proposed Fiscal Year 2020 budget still refuses to fund LWCF at its full \$900 million. Congress must pass full funding for the LWCF now to end the shortchanging of this essential public lands program. All Americans benefit from the LWCF.

*Founded in 2014, **The Mountain Pact** is an effort to educate, mobilize, and empower mountain towns with outdoor recreation-based economies in the American West around federal policy. We work with local elected officials in nearly 50 mountain communities from all 11 western states to build resilience in the face of environmental stresses and their economic impacts through a shared voice on policies related to climate, public lands, and outdoor recreation.*

COMPREHENSIVE PLAN ALIGNMENT

Land and Water Conservation is in alignment with Ecosystem Stewardship, Common Value 1, including maintaining healthy populations of all native species, to preserve and enhance water and air quality, to maintain the scenic resources of the community, and to protect and steward open space.

FISCAL IMPACT There would be no fiscal impact to the Town of Jackson.

STAFF IMPACT There would be no additional staff impact to the Town of Jackson.

LEGAL REVIEW None.

ATTACHMENTS Letter.

SUGGESTED MOTION

I move to authorize the Mayor, or a specified designee, to add their signature on behalf of the Town Council to The Mountain Pact's letter requesting full funding of the Land and Water Conservation Fund.



The Mountain Pact

[Date]

Dear [US Senate and House OR Specific members of Congress],

First of all, we would like to enthusiastically thank you for your support of permanent reauthorization of the Land and Water Conservation Fund (LWCF). As local elected officials from mountain communities in the West we represent [#] year-round residents and [#] annual visitors, all of whom recognize the importance of adequate funding for public lands conservation, preservation, enhancement, and expansion. Although we are pleased with the passage of permanent reauthorization, this is just a first step. We now urge you to support and advance *full and dedicated funding* for the LWCF.

The LWCF has provided funding over the last 52 years for countless federal, state, and local public lands projects in every county in the United States.¹ These resources have helped to create an extensive network of public lands and waters for conservation, ecosystem preservation, and for all Americans to enjoy. Outdoor recreation and proximity to open spaces - many of which have been enhanced through the use of the LWCF - draw residents and tourists to mountain communities which provides significant economic support as well as a distinct and desirable way of life. A recent study found that counties in close proximity to public lands perform substantially better in key economic factors such as employment and personal income than counties without nearby public lands.²

Since the LWCF expired in late September 2018, the fund has lost more than \$350 million that should have been used for the conservation, enhancement, and protection of public lands and waterways. Many projects funded by the LWCF have an uncertain future due to the current lack of funding and historically unpredictable nature of funding for the program. Thus, we urge you to pass *full and dedicated* funding to ensure our public lands receive the protection they deserve now, and into the future.

The LWCF is a vital component of job creation and economic development through support for public land infrastructure. Reports show that the LWCF provides a strong return on investment. One study found that for every \$1 of LWCF funds invested there is a remarkable return of \$4 in economic value.³

Our communities are inextricably linked to the public lands that surround them. Our residents and business owners rely on public lands visitation and exploration for economic success and cultural vitality. The LWCF supports and enhances public lands, and as such, our communities. You have the opportunity to provide full funding to support this incredible program. So please, vote to fully fund the LWCF in support of our mountain communities, and public lands for *all* Americans.

Sincerely,

Vice Mayor Jamie Whelan, City of Flagstaff, Arizona
Mayor Brooke Laine, City of South Lake Tahoe, California
Mayor Pro Tem Jason Collin, City of South Lake Tahoe, California
Council Member Devin Millbrook, City of South Lake Tahoe, California
Council Member Tamara Wallace, City of South Lake Tahoe, California
Council Member Cody Bass, City of South Lake Tahoe, California
Mayor David Tirman, Town of Truckee, California
Vice Mayor Morgan Goodwin, Town of Truckee, California
Council Member Anna Klovstad, Town of Truckee, California
Council Member David Polivy, Town of Truckee, California

¹ <http://thehill.com/opinion/energy-environment/384469-local-economies-need-the-land-and-water-conservation-fund>

² <https://headwaterseconomics.org/public-lands/federal-lands-performance/>

³ <https://www.tpl.org/sites/default/files/cloud.tpl.org/pubs/benefits-LWCF-ROI%20Report-11-2010.pdf>

Council Member Jessica Abrams, Town of Truckee, California
Mayor Steve Skadron, the City of Aspen, Colorado
Council Member Adam Frisch, the City of Aspen, Colorado
Mayor Sarah Smith-Hymes, the Town of Avon, Colorado
Mayor Eric Mamula, the Town of Breckenridge, Colorado
Council Member Wendy Wolfe, the Town of Breckenridge, Colorado
Council Member Erin Gigliello, the Town of Breckenridge, Colorado
Council Member Jeffrey Bergeron, the Town of Breckenridge, Colorado
Council Member Gary Gallagher, the Town of Breckenridge, Colorado
Council Member Dick Carleton, the Town of Breckenridge, Colorado
Council Member Kelly Owens, the Town of Breckenridge, Colorado
Commissioner Kathy Chandler-Henry, Eagle County, Colorado
Mayor Todd Jirsa, the Town of Estes Park, Colorado
Mayor Pro Tem Cody Walker, the Town of Estes Park, Colorado
Town Trustee, Carlie Banges, the Town of Estes Park, Colorado
Town Trustee, Marie Cenac, the Town of Estes Park, Colorado
Town Trustee, Patrick Martchink, the Town of Estes Park, Colorado
Town Trustee, Ron Norris, the Town of Estes Park, Colorado
Town Trustee, Ken Zornes, the Town of Estes Park, Colorado
Mayor Dan Richardson, the Town of Carbondale, Colorado
Council Member Ben Bohmfalk, the Town of Carbondale, Colorado
Council Member Erica Sparhawk, the Town of Carbondale, Colorado
Council Member Heather Henry, the Town of Carbondale, Colorado
Council Member Lani Kitching, the Town of Carbondale, Colorado
Council Member Luis Yllanes, the Town of Carbondale, Colorado
Council Member Marty Silverstein, the Town of Carbondale, Colorado
Mayor Jim Schmidt, the Town of Crested Butte, Colorado
Mayor Pro Tem Paul Merck, the Town of Crested Butte, Colorado
Council Member Laura Mitchell, the Town of Crested Butte, Colorado
Council Member Jackson Petito, the Town of Crested Butte, Colorado
Council Member Chris Haver, the Town of Crested Butte, Colorado
Council Member Candice Bradley, the Town of Crested Butte, Colorado
Council Member Will Dujardin, the Town of Crested Butte, Colorado
Mayor Corinne Platt, the Town of Ophir, Colorado
County Commissioner M. Elizabeth Melton, Routt County, Colorado
County Commissioner Timothy V. Corrigan, Routt County, Colorado
County Commissioner Douglas B. Monger, Routt County, Colorado
Mayor Sean Murphy, the Town of Telluride, Colorado
Mayor Pro Tem Todd Brown, the Town of Telluride, Colorado
Mayor Hyrum F. Johnson, City of Driggs, Idaho
Mayor William Larson, City of Red Lodge, Montana
Alderman and City Council President Bryan von Lossberg, City of Missoula, Montana
Council Member Gena Goodman-Campbell, the City of Bend, Oregon
Mayor Emily Niehaus, the City of Moab, Utah
Council Member Rani Derasary, the City of Moab, Utah
Council Member Mike Duncan, the City of Moab, Utah
Council Member Karen Guzman-Newton, the City of Moab, Utah
Council Member Kalen Jones, the City of Moab, Utah
Council Member Tawny Knuteson-Boyd, the City of Moab, Utah
Council Member Michael Lilliquist, the City of Bellingham, Washington
Council Member Gene Knutson, the City of Bellingham, Washington



TOWN OF JACKSON TOWN COUNCIL AGENDA DOCUMENTATION

PREPARATION DATE: MAY 30, 2019

MEETING DATE: JUNE 3, 2019

SUBMITTING DEPARTMENT: PLANNING

DEPARTMENT DIRECTOR: TYLER SINCLAIR

PRESENTER: BRENDAN CONBOY

SUBJECT: **ITEM P18-365:** REQUEST FOR APPROVAL OF A CONDITIONAL USE PERMIT FOR A SURFACE PARKING LOT CONTAINING 24 SPACES AT 630 EAST BROADWAY FOR THE TETON COUNTY HOSPITAL DISTRICT.

APPLICANT: CTA ARCHITECTS / BRETT BENNETT

OWNER: TETON COUNTY HOSPITAL DISTRICT

REQUESTED ACTION

The applicants, CTA Architects and the Teton County Hospital District, are requesting approval of a Conditional Use Permit (CUP) at 630 East Broadway for a surface parking lot containing 24 spaces.

Staff is requesting that the item be continued to the next regularly scheduled Town Council meeting, June 17, 2019.

SUGGESTED MOTION

I move to **continue** these items to the Planning Commission meeting scheduled for June 17, 2019.



TOWN OF JACKSON TOWN COUNCIL AGENDA DOCUMENTATION

PREPARATION DATE: MAY 27, 2019
MEETING DATE: JUNE 3, 2019

SUBMITTING DEPARTMENT: PLANNING
DEPARTMENT DIRECTOR: TYLER SINCLAIR
PRESENTER: TYLER SINCLAIR

SUBJECT: **ITEM P19-059** A REQUEST TO AMEND THE SNAKE RIVER CANYON RANCH RESORT PLANNED UNIT DEVELOPMENT PLANNED RESORT MASTER PLAN PURSUANT TO SECTION 8.7.3, PLANNED UNIT DEVELOPMENT (PUD) OF THE TETON COUNTY LAND DEVELOPMENT REGULATIONS.

APPLICANT: JORGENSON ASSOCIATES P.C.

REQUESTED ACTION

To amend the Snake River Canyon Ranch Resort, Planned Unit Development, Planned Resort Master Plan, pursuant to Section 8.7.3, Planned Unit Development (PUD) of the Teton County Land Development Regulations, to revise the height limitation within Sub Area III for a multi-family building or lodge from 30 feet to 37.5 feet.

APPLICABLE REGULATIONS

Division 4.3 Planned Resort Zones
Section 4.3.1.E.4 Joint Review by Town and County
Section 8.7.3 Planned Unit Development

LOCATION

The PUD amendment applies to all lots in Snake River Canyon Ranch Resort Sub Area III.

Site Size: 20.04 acres
Character District: District 8: River Bottom
Subarea: 8.3: Canyon Corridor
Zone: Planned Unit Development – Planned Resort (PUD-PR)
Overlay: Natural Resources Overlay (NRO) & Scenic Resources Overlay (SRO)

STAFF ANALYSIS

According to Sec. 4.3.1.E.4 of the Teton County LDRs, each jurisdiction shall receive and consider recommendations from the other jurisdiction when a Planned Resort application is submitted for review or amendment. The text of Sec. 4.3.1.E.4 is as follows:

4. **Joint Review by Town and County.** The County Planning Commission and the Board of County Commissioners shall receive and consider recommendations from the Town Planning Commission and Town Council regarding any Planned Resort master plan application in the County. For the same purpose, The County Planning Commission and Board of County Commissioners shall make recommendations to the Town Planning Commission and Town Council regarding any Planned Resort master plan application within the Town of Jackson.
 - a. **Purpose.** The purpose of the County's and Town's review of any Planned Resort in the other jurisdiction is to recognize the impact of resorts on neighboring jurisdictions and to provide an opportunity for cooperation in planning and mitigation of potential impacts.
 - b. **Intent.** The intent of review is for the Town Planning Commission and Town Council to have an opportunity for review and comment on a proposed Master Plan. The Town's role is advisory only and does not include a voting participation in review of the Planned Resort master plan.

Staff has concluded that the proposed amendments should not have any significant adverse impacts on the Town of Jackson largely due to the location of the resort to Town and lack of interaction as a result.

PLANNING COMMISSION

On May 15, 2019, the Town Planning Commission discussed this item and concluded that there were no negative impacts as a result of the application to the Town of Jackson and that the impact of the increased height would be minimized due to the buildings location up against a hill. There was no public comment regarding the amendment. The Planning Commission had some questions and comments. First, they asked how did the discrepancy of height between the applicant and Teton County come about? The agent for the applicant, Brendan Schulte explained that the discrepancy came about because the project architect and Teton County had different interpretations of height. Brendan Schulte proceeded to explain that the applicant made the request for a height variance to make the site plan work with no changes, opposed to redesigning a small portion of the building to meet the maximum height.

ATTACHMENTS

Teton County Planning Commission staff report dated June 18, 2019

SUGGESTED MOTION

None required

The LDRs state that the Town Council does not have a 'voting participation' in the review of a Resort Master Plan amendment, thus no motion is intended. However, the Town Council is expected to provide its recommendations and comments as appropriate, which staff will then forward to Teton County for consideration.



Board of County Commissioners - Staff Report

Subject: PUD2018-0002: Amendment to Snake River Canyon Ranch Resort Master Plan, Sub Area III

Agent/Applicant: Jorgensen Associates, P.C.

Property Owner: SRSC Lots, LLC

Presenter: Hamilton Smith

REQUESTED ACTION

Amend Snake River Canyon Ranch Resort Planned Unit Development Planned Resort Master Plan, pursuant to Section 8.7.3, Planned Unit Development (PUD) of the Teton County Land Development Regulations, to revise the height limitation within Sub Area III for a multi-family building or lodge from 30 feet to 37.5 feet.

BACKGROUND/DESCRIPTION

PROJECT DESCRIPTION

The PUD Amendment application proposes an exception to the Height (Max) standard in Master Plan Table 2.3.B.1 Structure Location and Mass, found in Section 2.3, Standards Applicable to Sub Area III – Resort Lodging Core. The proposed amendment would qualify the Maximum Height standard of 30 feet, as follows:

“***A multi-family building or lodge containing five (5) or more contiguous dwelling units OR being greater than 10,000 square feet of floor area shall have a height restriction of 37.5 feet.”

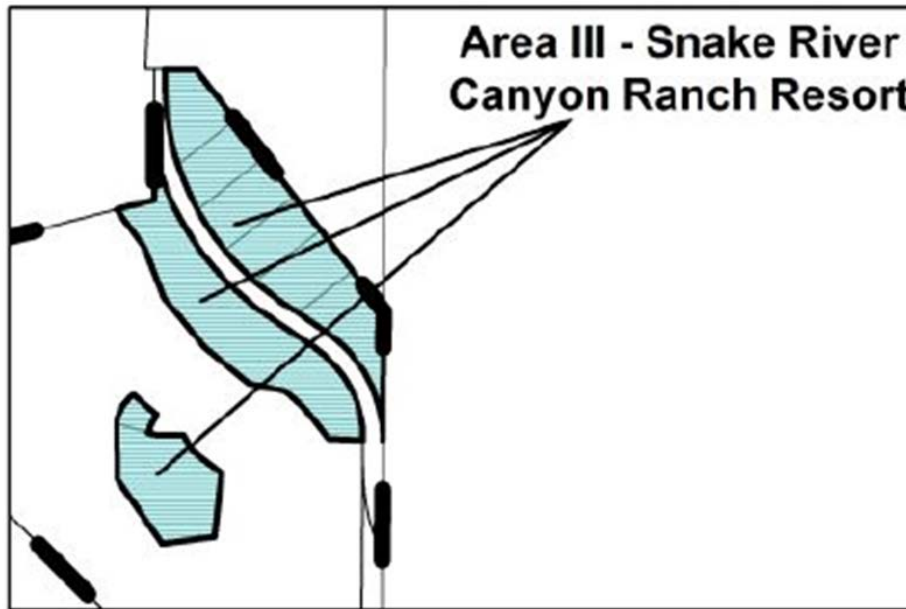
Major Amendments to the Master Plan include any expansion or increase to the overall resort area, density, physical development standards, uses or development or subdivision options that cannot be considered a Minor Amendment. Maximum Height is a physical development standard, and therefore the application is considered a Major Amendment. Only a property owner, or authorized agent of a property owner, within the Resort may apply for a Major Amendment to the Master Plan. The applicant is SRSC Lots, LLC, owner of the majority of lots within Sub Area III. Major Amendments are reviewed and acted upon pursuant to the procedures set forth in Section 8.2.13.D of the LDRs dated October 19, 2015.

EXISTING CONDITIONS

A Development Plan (DEV) application dated July 9, 2018 for the final phases of development within Sub Area III is presently under review. The final two phases of development would locate 32 dwelling units on a 9.51-acre site that abuts steep slopes and avalanche hazard terrain to the east. The site plan prepared for the DEV application incorporates 18 dwelling units on townhome lots, and a central lodge that will house 14 condominium units (totaling 32 dwelling units), along with other Resort Support Services such as a spa, restaurant, and conference facilities. These 32 dwelling units currently under review constitute the final density and floor area presently approved for Sub Area III. The Master Plan includes a mechanism to transfer up to 7 additional dwelling units from Sub Area II, but there are no active applications for a density transfer between Sub Areas.

All buildings or structures in Sub Area III are presently bound to a maximum height of 30 feet. The Master Plan does not have a definition for the term height, and therefore defers to the definition of height in the Teton County LDRs effective October 19, 2015. Pursuant to the LDR definition of height (Sec. 9.4.9), the height of a structure cannot exceed 30 feet, where the height is the vertical dimension measured from any point on the exterior of the building or structure to the nearest point of finished grade. A structure on a stepped site may have a height of up to 125% of the maximum height (30 feet), when the vertical dimension is measured from the overall highest point of the building or structure to the overall lowest point of finished grade adjacent to the structure. Based on these regulations the façade of the proposed lodge (DEV2018-0001) is required to be 30 feet, where measured to the closest finished grade.

MAP OF SNAKE RIVER CANYON RANCH RESORT PLANNED RESORT ZONE – SUB AREA III



Snake River Canyon Ranch Resort

The Snake River Canyon Ranch Resort (SRCRR) Planned Unit Development Planned Resort (PUD-PR) Master Plan was originally approved by the Board of County Commissioners on July 6, 1999 (DEV1999-0016). In conjunction with the 1999 PUD-PR Master Plan approval, the Teton County Official Zoning District Map was amended, rezoning approximately 195 acres of land from Rural to PUD-PR. In addition, a text amendment to the Land Development Regulations (LDRs) that reflected the new resort was approved at that time. The 1999 PUD-PR Master Plan approval allowed for a main lodge with a maximum of 28 hotel rooms, six condominiums, six single unit cabins, 16 duplex cabins, eight single family home sites, hot spring/spa facilities, platform tennis facilities, a helicopter pad and associated support and maintenance facilities for a heli-skiing operation, affordable and employee housing, and miscellaneous resort support facilities.

On September 17, 2015, the Teton County, Wyoming Board of County Commissioners approved an amendment to the SRCRR PUD-PR (PUD2015-0002) and approved an accompanying LDR Text Amendment (AMD2015-0003) and Zoning Map Amendment (ZMA2015-0002). These approvals included the removal of approximately 95 acres of land within the SRCRR PUD-PR, and rezoning this removed acreage as Park and Open Space. It also relocated 56 lodging units from land removed from the SRCRR PUD-PR land to a 20.04 acre receiving area previously within the Snake River Sporting Club Planned Residential Development. This 20.04 acre receiving area was subsequently rezoned PUD-PR and became part of the SRCRR. As a result of this 2015 amendment, the Resort is comprised of three Planned Resort Zone Sub Areas: Sub Area I - the 5.2 acre "Astoria Hot Spring Site", Sub Area II – the "Legacy Lots and Resort Infrastructure", and Sub Area III, the "Resort Lodging Core".

Snake River Canyon Ranch Resort, Sub Area III – Resort Lodging Core (as Amended)

Sub Area III shall have a western character reminiscent of the great mountain lodges of the West but smaller in scale. Development shall have a presentation from the highway that is in scale with the mountain backdrop, have varied roof lines and horizontal planes that visually reduce the bulk and scale of the buildings, and a development pattern that favors a reduction in building foot prints to protect the natural resources of the site, thereby minimizing overall impact of development. Development will highlight the natural features of a site, retain the rural atmosphere and protect habitat and environmentally sensitive areas.

The purpose of Sub Area III – Resort Lodging Core is to concentrate lodging, residential, and resort development in a 20.04-acre area resulting in the protection of lands north of Sub Area III previously entitled for development

and re-zoned Park and Open Space through the Resort amendment process. Sub Area III provides a centralized, efficient area to provide clustered development that supports the Resort and the Snake River Sporting Club. By clustering previously approved, scattered development within the Resort Lodging Core, the overall Resort will provide recreational resort facilities in a creative, efficient and coordinated manner, provide a quality visitor experience, and contribute to the protection of attributes of the community that are considered critical to the community's long-term health, welfare and well-being.

- The initial phase of development in Sub Area III was approved by the Board of County Commissioners (BCC) on October 18, 2016. This phase permitted 12 platted lots that each accommodate detached, single-family homes.
- Phase 2, development of 19 townhome/condominium lots and an events barn, was approved by the BCC on February 27, 2017.

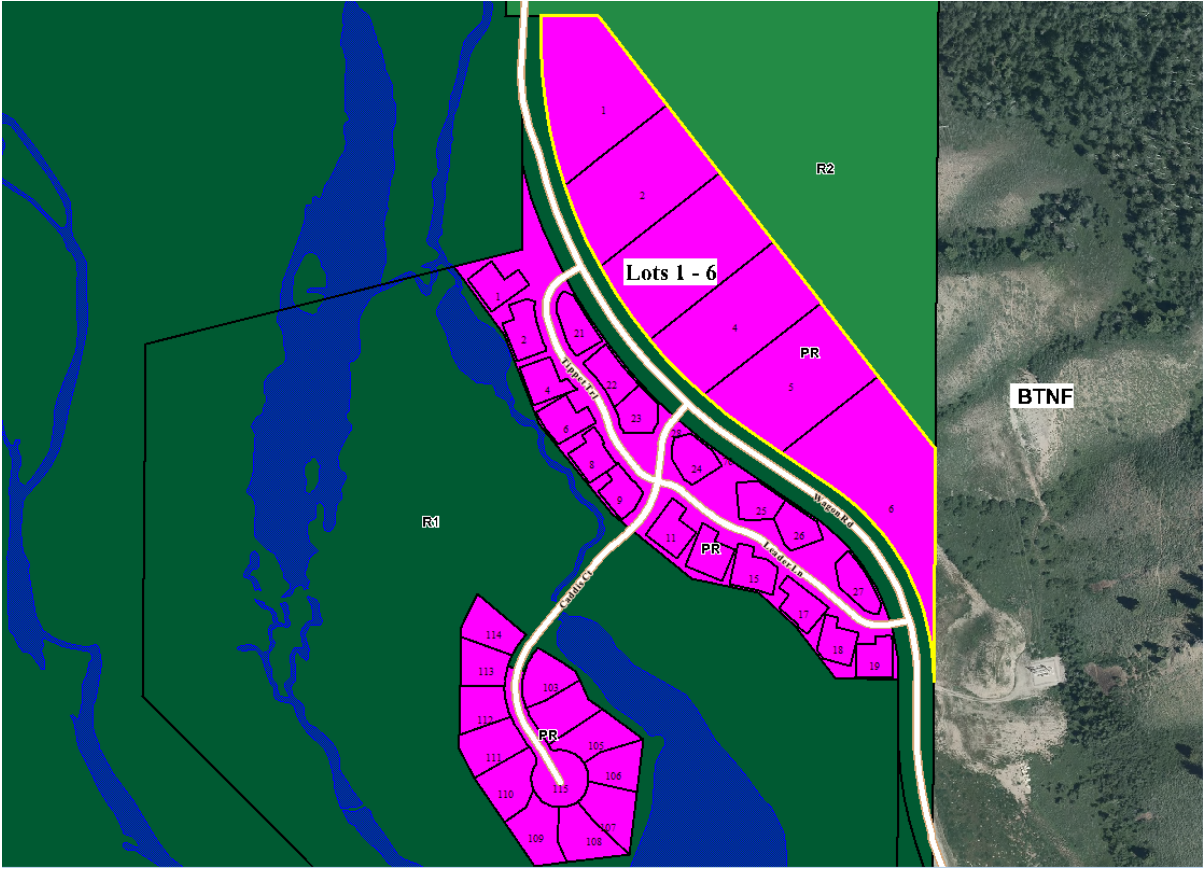
In accordance with Master Plan requirements specific to Sub Area III, Sec. 2.3.D.2, Required Subdivision and Development Option Permits, any subdivision requires a Development Plan application. All development in Sub Area III shall comply with Section 2.3 of the Master Plan, as amended. Where the Amended and Restated Master Plan is silent, all proposed resort development will comply with Teton County LDRs effective October 19, 2015.

LOCATION

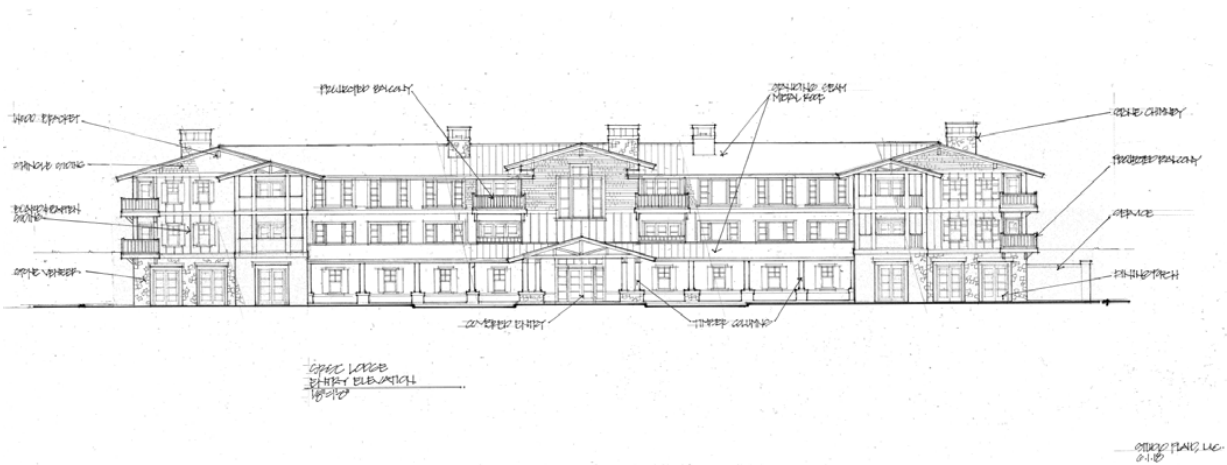
The PUD amendment applies to all lots in Snake River Canyon Ranch Resort Sub Area III.

Site Size: 20.04 acres
Character District: District 8: River Bottom
Subarea: 8.3: Canyon Corridor
Zone: Planned Unit Development – Planned Resort (PUD-PR)
Overlay: Natural Resources Overlay (NRO) & Scenic Resources Overlay (SRO)

ZONING/VICINITY MAP – (THE ENTIRETY OF SUB AREA III IS IN PINK, BELOW)



PHASE 4 – LODGE ENTRY ELEVATION W/ MAX HEIGHT OF 37.5 FT



STAFF ANALYSIS

The project goals and site plan have not changed based on the applicant's request for an amendment to the PUD Maximum Height standard. The Master Plan presently establishes the Maximum Height for all allowed uses to be 30 feet. Where the Master Plan is silent, all proposed resort development will comply with Teton County LDRs effective October 19, 2015. The LDRs include a provision for an overall height of a stepped structure, such that the overall highest point of the building or structure to the overall lowest point of finished grade adjacent to the structure shall not exceed 125% of the maximum allowable height. The LDR Height definition for a stepped structure does not allow for a building with a 37.5' front façade, as measured to the nearest finished grade.

The application has been reviewed pursuant to the Findings for a Resort Master Plan amendment in the Snake River Canyon Ranch Resort Master Plan, the Teton County Land Development Regulations and the Jackson/Teton County Comprehensive Plan. Section 1.3.A of the Master Plan (*Repealer*) states the following:

This Master Plan shall supplant and replace for all purposes and in their entirety, the Snake River Canyon Ranch Planned Unit Development District for Planned Resort (PUD-PR) Resort Master Plan approved on July 6, 1999 and all subsequent amendments and minor deviations thereto adopted prior to the date of approval hereof by the Planning Director of Teton County, Wyoming.

The repealer specifies that this PUD amendment is not a by-right adoption of standards that were considered and integrated into the original PUD-PR Master Plan approval of 1999. The applicant has chosen to modify the standards of the Master Plan following PUD approval (September 17, 2015) and adoption of the Amendment and Complete Restatement of Entitlements, Standards and Conditions for the Snake River Canyon Ranch Resort Planned Unit Development Planned Resort (July 13, 2016 and as amended on January 30, 2018). Staff accepts that the intent of the amendment is to rectify the development intentions within Sub Area III with the applicant's misinterpretation of the height definition in the LDRs. This review has taken into account the overall intent of this PUD-PR and the future desired character of the zone in contemplating the increase in height allowance for a multi-family building or lodge containing five (5) or more contiguous dwelling units OR being greater than 10,000 square feet of floor area to 37.5 feet. To this point, though the original lodge approved in 1999 had an approved height of 50 feet, staff is focusing on the underlying purpose and intent of this Resort, the localized impacts on desired future character as impacted by this amendment, and the ability for the Resort to maintain a high degree of self-containment and provide economic and other benefits to the community.

Based on the Intent and Purpose section of Sub Area III, specifically the following summary statements,

"Sub Area III shall have a western character reminiscent of the great mountain lodges of the West but smaller in scale... The purpose of Sub Area III – Resort Lodging Core is to concentrate lodging, residential, and resort development in a 20.04-acre area resulting in the protection of lands north of Sub Area III previously entitled for development and re-zoned Park and Open Space through the Resort amendment process. Sub Area III provides a centralized, efficient area to provide clustered development that supports the Resort and the Snake River Sporting Club."

an incremental increase in height allowance to inherently large structures (a multi-family building or lodge containing five (5) or more contiguous dwelling units OR being greater than 10,000 square feet of floor area) will allow the construction of the central lodge as designed to contain 14 condominium units and Resort Support Uses that meet the intent of the Sub Area. The Physical Development Standards for Sub Area III do not include a limit on Maximum Building Size. This supports staff's recommendation to allow the request for additional height to enable the construction of a lodge, which is consistent with the purpose and intent of Sub Area III of the Master Plan (see Representative Photos below).

The applicant has provided the Architectural Review Board Design Guidelines and an Architectural Image Bank. These Design Guidelines and Image Bank demonstrate that this PUD amendment is aligned with the guiding language of the Intent and Purpose section of Sub Area III, stated above regarding a "western character reminiscent of the great mountain lodges of the West, but smaller in scale."

Western Character Reminiscent of the Great Mountain Lodges of the West – *Representative Photos*



Paradise Inn, Mount Rainier National Park, Washington (approx. max height of 66 feet)



Many Glacier hotel, Glacier National Park, Montana (approx. max height of 62 feet)

PLANNING COMMISSION ANALYSIS

Planning Commission discussion of the application did not result in any key issues being added to this staff report. Clarification was requested from commissioners as to the extent to which the height amendment would apply, and whether the scale of the request was sufficient to allow for the development of the lodge as designed by the applicant. The applicant confirmed that the application provided sufficient relief from the current height regulation to allow for construction of the Sub Area III lodge as presented in the development application (DEV2018-0001). Staff confirmed that all single-family units in Sub Area III are limited to 10,000 square feet gross floor area (habitable and non-habitable combined), and therefore this amendment would not apply to single-family development. A spreadsheet containing Sub Area III floor area and site development calculations prepared by the applicant's agent (see Attachments) supports the conclusion that Sub Area III development approved to-date constitutes "build-out" of the Sub Area, and therefore, this amendment applies only to the Phase 4 Lodge, approved by this Board on May 7, 2019.

The motion to approve this application to amend the Snake River Canyon Ranch Resort Planned Unit Development Planned Resort Master Plan (PUD2018-0002), without any conditions of approval, carried unanimously, 4-0 with Planning Commissioner Rockey absent.

STAKEHOLDER ANALYSIS

DEPARTMENTAL REVIEWS

Given that the application for PUD Amendment is to a physical development standard, departmental review requests were limited to the County Attorney and County Building Official. There are no plan review comments specific to this PUD Amendment.

PUBLIC COMMENT

Notice of this hearing was distributed to property owners within 800 feet of Sub Area III on April 4, 2019 and posted on the site on May 3, 2019. Public comment (1) is attached to this staff report.

LEGAL REVIEW

Gingery

RECOMMENDATIONS

PLANNING DIRECTOR + PLANNING COMMISSION RECOMMENDATION

The Planning Director and the Planning Commission recommend **APPROVAL** of PUD2018-0002, pursuant to LDR Section 8.7.3, Planned Unit Development, based upon the application dated July 27, 2018, as revised on March 13, 2019, to amend the height limitation to 37.5 feet within Sub Area III for a multi-family building or lodge containing five (5) or more contiguous dwelling units OR being greater than 10,000 square feet of floor area, after being able to make all five (5) findings for approval under Section 8.7.3.D. including all nine (9) findings under LDR Section 4.3.1.D., as follows:

RECOMMENDED FINDINGS– AMENDMENT TO SNAKE RIVER CANYON RANCH RESORT MASTER PLAN, SUB AREA III (PUD2018-0002)

- 1. The extent to which the PUD enhances the implementation of the desired future character for the land of the proposal;*

Subarea 8.3: Canyon Corridor

In the future, the functionality of this district's wildlife habitat and habitat connections should be maintained or enhanced. Wildlife permeability through the district should be improved, and efforts to restore degraded habitat and preserve a network of crucial habitat will be emphasized. Non-development conservation of open spaces should be the focus of future efforts, while respecting existing private property rights. Development potential should be directed out of this district and into Complete Neighborhoods

whenever possible. Development that does occur should be clustered adjacent to existing development and designed to protect wildlife habitat and wildlife movement corridors. Redevelopment efforts should focus on improving the functionality of wildlife habitat and connections. Responsible public use of the rivers and eco-tourism that maintains or enhances wildlife viability are desired. The levee system along the Snake River provides an opportunity for residents and tourists to appreciate the ecosystem and engage in public stewardship. Public and commercial access to the levee and rivers will be managed with an emphasis on conservation of wildlife habitat and movement.

Can Be Made. The subject properties are located adjacent to the Snake River and a part of a riparian corridor that provides habitat and migration corridors for elk, moose, mule deer, trumpeter swans, and raptors including the bald eagle. The existing entitlements associated with the Snake River Canyon Ranch Resort were approved prior to adoption of the current Comprehensive Plan. Development has been restricted to xeric shrublands along the toe of the adjacent slopes, and historically grazed pasture and previously disturbed area separated a greater distance from the Snake River than the original PUD development approvals. The Sub Area III Resort Lodging Core is within and adjacent to an existing golf course and residential development. Although the proposal does not direct development out of the district and into Complete Neighborhoods, it improves clustering and reduces impacts to wildlife habitat and visual resources while respecting the existing rights associated with the resort approval. The approval of the Resort Lodging Core (Sub Area III) included the removal of over 100 acres of land from within the resort boundary. This land has been rezoned to Park and shall be managed as a passive recreation area open to the public, which contributes to the goal of non-development conservation of open space within the River Bottom character district. The proposed height amendment within Resort Sub Area III does not negatively impact wildlife habitat connectivity or access to the river.

Character District 8: POLICY OBJECTIVES

- *Policy 1.1.b: Protect wildlife from the impacts of development*

Complies. The proposed amendment does not include any physical development; however, two separate Environmental Analyses (EA) were prepared at the time of the 2015 amendment to the PUD to evaluate components of Sub Area III development. The EA review process determined compliance with this policy objective.

- *Policy 1.1.c: Design for wildlife Permeability*

Complies. The proposed amendment does not include any physical development; however, future residential development will be bound by LDR Sec. 5.1.2 standards to insure wildlife permeability.

- *Policy 1.1.h: Promote responsible use of public lands*

Not applicable. The current proposal is located entirely on private lands.

- *Policy 1.2.a: Buffer water bodies, wetlands, and riparian areas from development*

Complies. An increase in height allowances for specific large structures will not impact wetland and waterbody buffers.

- *Policy 1.3.b: Maintain expansive hillside and foreground vistas*

Complies. Pursuant to the Master Plan, Section 2.3.B.8, the amendment to the SRCRR PUD-PR (PUD2015-0002) included the preparation of a Visual Resource Analysis that demonstrated that the amendments to the PUD-PR resulted in reduced visual impacts to the scenic foreground when compared to the prior SRCRR PUD-PR approval. No further Scenic Resource Analysis is required, pursuant to the Master Plan. The proposed amendment applies to Sub Area III that is largely screened from view from the highway and the river. Structural development in Sub Area III with an increase in height allowances for specific large structures is not in jeopardy of foreground or skyline impacts.

- *Policy 1.4.a: Encourage non-development conservation of wildlife habitat*

Complies. The approval of the Resort in 2015 included a requirement to remove 102 acres of land from within the resort zone, to be rezoned Park and managed as a passive recreation area. Permanent protection of this land is presently underway with the Jackson Hole Land Trust (Appendix 2). The Park

zoning district limits the uses and intensity of development, allowing the land to effectively serve as non-development conservation of important wildlife habitat and movement corridors.

- *Policy 1.4.c: Encourage rural development to include quality open space*

Complies. The current proposal was dependent upon the rezoning of 102 acres of land within the resort to Park zoning where it serves as open space. This rezoning was approved by the Board during the 2015 PUD-PR approval, and was memorialized on August 31, 2016. The land is presently in a passive recreation park use, and per the recommendations of the EA will be managed to avoid impacts to wildlife and crucial habitat.

- *Policy 3.1.b: Direct development toward suitable Complete Neighborhood subareas*

Complies. The current proposal involves the inclusion of existing development rights with the R-3 Zone to an existing resort area.

- *Policy 3.1.c: Maintain rural character outside of Complete Neighborhoods*

Complies. Sub Area III of the Resort was approved dependent upon the reorganization of existing development entitlements associated with an approved resort master plan. This decreased the overall intensity of use and removed over 100 acres from the resort, reserving those acres as part of a public park to protect open space and wildlife habitat. The currently proposed development is located away from the Snake River and adjacent to existing residential and golf course uses. The proposal will not alter or diminish the existing rural character of the area.

- *Policy 6.1.b: Promote eco-tourism*

Complies. The PUD amendments and Sketch Plan approved in September of 2015 have led ongoing development of a park at Astoria Hot Springs which will serve as the primary resort amenity and will be open to the public year-round, creating opportunities for recreation during the shoulder and winter seasons. In addition to hot spring soaking pools, the park will include opportunities for passive recreation along the Snake River corridor. Approval of the proposal to include Lot 1 as part of the Resort will minimally expand the opportunity for one additional short-term rental in the Resort, which will contribute to eco-tourism.

2. The findings for the applicable PUD option found in Article 4:

Can Be Made. Pursuant to Section 4.3.1.D., a Planned Resort Master Plan shall be approved only if all of the following findings are made:

1. *Consistency with the Comprehensive Plan.* The Planned Resort master plan is consistent with the goals and objectives of the Jackson/Teton County Comprehensive Plan.

Complies. See the discussion Findings for Approval of a PUD Amendment, above.

2. *Consistency with Purpose and Intent.* The Planned Resort master plan is substantially consistent with the purpose and intent of this Section, as set forth in 4.3.1.A;

1. *Encourage recreational activities that rely on indigenous natural attributes of the area, contribute to the community's character and economy and have a long-standing, beneficial role in the community; and*

Not applicable. The purpose of the proposed amendment does not impact the recreational activities associated with the existing resort.

2. *Provide flexibility for planning and developing recreational resort facilities in a creative, efficient and coordinated manner in order to provide quality visitor experiences; and*

Complies. The proposed amendment allows flexibility for developing the resort that would permit completion of a 3-story lodge as envisioned in the original PUD application, in close proximity to the existing amenities to enhance the visitor experience.

3. *Create a process in which Teton County and the Town of Jackson collaborate with landowners in planning and designing resort master plans that meet community goals and respond to the unique circumstances of the resort area; and*

Complies. The proposed amendment process includes collaboration with the Town of Jackson. As required, this amendment will be taken before the Town Planning Commission on May 15, 2019 and the Town Council on June 3, 2019 for review.

4. *Permit resort development that contributes to expanding the winter and shoulder economic seasons; and*

Complies. The year-round operation of the resort amenity will help attract tourists and visitors to support the local economy during winter and shoulder seasons. The proposed amendment will provide additional capacity during the winter and the shoulder economic seasons.

5. *Ensure that resort plans incorporate a mix of land uses, promote alternative modes of transportation, and provide a pedestrian-oriented community in order to alleviate traffic-related impacts; and*

Complies. The Resort includes pathways for resident circulation within Sub Area III, yet the overall Resort layout is not impacted by the proposed amendment.

6. *Ensure resort plans are consistent with the Comprehensive Plan, and therefore, are beneficial to the community; and*

Complies. As described in the Relationship to Character District section above, the current amendment proposals are consistent with the Comprehensive Plan goals for Character District 8: River Bottom and the Canyon Corridor subarea, as well as with other generally applicable Comprehensive Plan policies.

7. *Enable long-range planning for infrastructure, capital facilities, and community land use patterns by establishing a level of predictability in the maximum potential size and character of each resort area; and*

Complies. Sub Area III of the Resort has a maximum development density defined in Sec. 2.3 of the Master Plan. The Development Plan currently under review (DEV2018-0001) reflects the build-out of Sub Area III, under present entitlements. The Master Plan provides a mechanism for limited transfer of development density between Sub Area II and Sub Area III, up to and not to exceed an additional 7 dwelling units.

8. *Ensure a balance is maintained between tourism and community that promotes social diversity but does not cause undesired shifts away from rural, western community character; and*

Not applicable. The proposed amendment has no impact on social diversity or rural western character.

9. *Produce resort plans that make significant contributions toward protecting attributes of the community that are considered critical to the community's long-term health, welfare, and well-being.*

Complies. Protection of the community's unique ecosystem, including critical wildlife habitats and scenic resources, is identified as one of the primary goals in the Comprehensive Plan. These resources contribute to the quality of life in this community for local residents as well as to the sustainability of the area's tourism-based economy. The proposed amendment allows the resort to build out the by-right development entitlements through clustering of development in Sub Area III.

3. *Affordable and Employee Housing. The Planned Resort master plan ensures a supply of affordable and employee housing that is in accordance with the requirements for housing created by development within the Planned Resort.*

Complies. Presently, as a result of the 2015 PUD amendment process, properties within SRCRR - Sub Area III are subject to the Employee Housing Agreement, effective August 30, 2016. The Employee Housing Transfer Fee Agreement and Restrictive Covenant between Teton County, Wyoming, and CYGNUS, SRSC, LLC, shall require a 1% transfer fee in perpetuity on each and every transfer, sale, or resale of all properties, lots, or units in Sub Area III of the Astoria/Snake River Canyon Ranch Resort. Furthermore, the Master Plan binds all properties within Sub Area III to this employee housing agreement, pursuant to Sec. 2.3.D.3 Affordable and Employee Housing Standards.

4. *Design Guidelines. The Planned Resort master plan contains design guidelines that:*

- a. Establish standards for buildings, spaces, signs, and lighting within the Planned Resort;
- b. Promote the design concepts set forth in F.Z.; and
- c. Establish a method for consistent implementation of the guidelines.

Complies. The amendment does not include any changes to the design guidelines referenced in the existing Master Plan. Sub Area III is subject to certain Snake River Sporting Club Design Guidelines which may be amended from time to time. Approval of building designs by the SRSC-ARB is required prior to building permit submittal to Teton County.

5. Transportation Element. The Planned Resort master plan contains a traffic impact analysis and transportation demand management plan that:

- a. Promote multimodal forms of transportation that are consistent with the transportation goals of the Jackson/Teton County Comprehensive Plan;
- b. Manage the generation of resort related traffic to avoid undermining community character and endangering the public health, safety, and welfare; and
- c. Identify an equitable cost sharing plan for transportation facilities and services.

Complies. The existing Master Plan, with Transportation Infrastructure Requirements and Standards, was based on Sub Area III including up to 70 residential or short-term lodging units. The proposed amendment would not result in increased driving trips per day or create additional traffic demand on the transportation infrastructure.

6. Capital Improvements Plan. The Planned Resort master plan contains a capital improvements plan that ensures infrastructure and essential services will be provided in an efficient and timely manner to accommodate projected resort demands.

Complies. Capital Improvements are addressed in the existing Master Plan through the formation of an Improvement Service District (ISD). The Snake River Sporting Club Improvement Service District (ISD) encompasses the properties within the Resort and SRSC as well as landowners who access their property via the bridge but are not part of either major development. The ISD is charged with collecting and reporting monthly traffic data, maintaining and operating the bridge, and establishing a long-term capital plan for eventual upgrade or replacement of essential infrastructure when necessary.

7. Land Use Element. The Planned Resort master plan promotes land uses that support and maintain the character of the resort as specified in Sec. 4.3.2 – Sec. 4.3.7.

Complies. Complies with approval of the proposed PUD Amendment. The existing master plan creates Resort Lodging Core and a specific park and park support uses and facilities area to ensure provision of recreation oriented toward the Astoria Hot Springs. The proposed density and intensity of lodging in Sub Area III is consistent with the resort character, as amended, and the location for the majority of the density and intensity is designed to achieve the character goals of highlighting natural features of the broader resort site that encompasses all three resort sub areas, resulting in the protection of habitat and environmentally sensitive areas.

8. Phasing Plan. The Planned Resort master plan contains a phasing plan that ensures:

- a. Development of the resort, its amenities, and public facilities necessary to serve the resort, occur in logical sequence; and
- b. An adequate monitoring program is established for determining accomplishment of proposed remedies and mitigation measures for projected impacts on the community.

Complies. The Amended and Restated Snake River Canyon Ranch Resort PUD-PR Master Plan (2016; Master Plan) approved September 17, 2015, includes phasing requirements (Sec 1.1.C.3).

9. Character Element. The Planned Resort master plan ensures the resort's development will be in keeping with the community's character and the planned character for the vicinity of the resort.

Complies. The plan is consistent with the desired future character of Subarea 8.3: Canyon Corridor, as established in the Comprehensive Plan and discussed in more detail above. The proposed plan is also consistent with the established character for the resort.

3. The applicable findings for the amendment of an existing PUD or other special project found in 8.2.13.D

Complies. The findings of 8.2.13.D. invoke the Article 4 findings for the applicable PUD option, which are made under item #2 of this section, *The findings for the applicable PUD option found in Article 4.* immediately above.

4. The findings of Sec. 8.7.1, LDR Text Amendment

Not applicable. There is no LDR text amendment associated with the proposed amendments to the Master Plan.

5. The findings of Sec. 8.7.2, Zoning Map Amendment

Not applicable. There is no zoning map amendment associated with the proposed amendments to the Master Plan.

ATTACHMENTS

- Public Comment
- Sub Area III Floor Area and Site Development Calculations (updated 4/29/2019)
- Revised Application Narrative (03/13/2019)
- Original Application (physical copy available upon request)
<http://weblink.tetonwyo.org/weblink8/6/doc/169349/Page1.aspx>

SUGGESTED MOTIONS

I move to **APPROVE PUD2018-0002**, application dated July 27, 2018, as revised on March 13, 2019, to amend the height limitation to 37.5 feet within Sub Area III for a multi-family building or lodge containing five (5) or more contiguous dwelling units OR being greater than 10,000 square feet of floor area, after being able to make all five (5) findings for approval under Section 8.7.3.D. including all nine (9) findings under LDR Section 4.3.1.D.



TOWN OF JACKSON TOWN COUNCIL AGENDA DOCUMENTATION

PREPARATION DATE: MAY 30, 2019
MEETING DATE: JUNE 3, 2019

SUBMITTING DEPARTMENT: PLANNING
DEPARTMENT DIRECTOR: TYLER SINCLAIR
PRESENTER: BRENDAN CONBOY

SUBJECT: **ITEM P19-071 & 072:** REQUEST FOR SUBDIVISION PLAT APPROVAL OF A TOWNHOUSE SUBDIVISION OF LOT 1 AND LOT 2, BLOCK 3 OF ASPEN HILL LOTS, PLAT NO. 124, FOR THE PROPERTY LOCATED AT 310 & 320 ASPEN DRIVE.

APPLICANT: NELSON ENGINEERING / SUE KARICHNER

OWNER: 310 & 320 ASPEN DR. LLC

REQUESTED ACTION

The applicant is requesting Final Plat approval of a 5-lot subdivision (four residential townhouse lots and one common area lot) in the Neighborhood Medium Density – One (NM-1) zone for the property addressed as 310 & 320 Aspen Drive.

Staff is requesting that the item be continued to the next regularly scheduled Town Council meeting, June 17, 2019.

SUGGESTED MOTION

I move to **continue** these items to the Planning Commission meeting scheduled for June 17, 2019.



TOWN OF JACKSON TOWN COUNCIL AGENDA DOCUMENTATION

PREPARATION DATE: MAY 29, 2019
MEETING DATE: JUNE 3, 2019

SUBMITTING DEPARTMENT: PLANNING & BUILDING
DEPARTMENT DIRECTOR: TYLER SINCLAIR
PRESENTERS: TYLER SINCLAIR

SUBJECT: DEMOLITION PERMIT APPLICATION B19-0311 – REQUEST FOR STAY OF DEMOLITION PERMIT

OWNER: ROSEVILLE VENTURES II, LLC

STATEMENT/PURPOSE

The purpose of this item is to consider a stay on the issuance of a demolition permit for structures located at 165 North Glenwood Street.

BACKGROUND/ALTERNATIVES

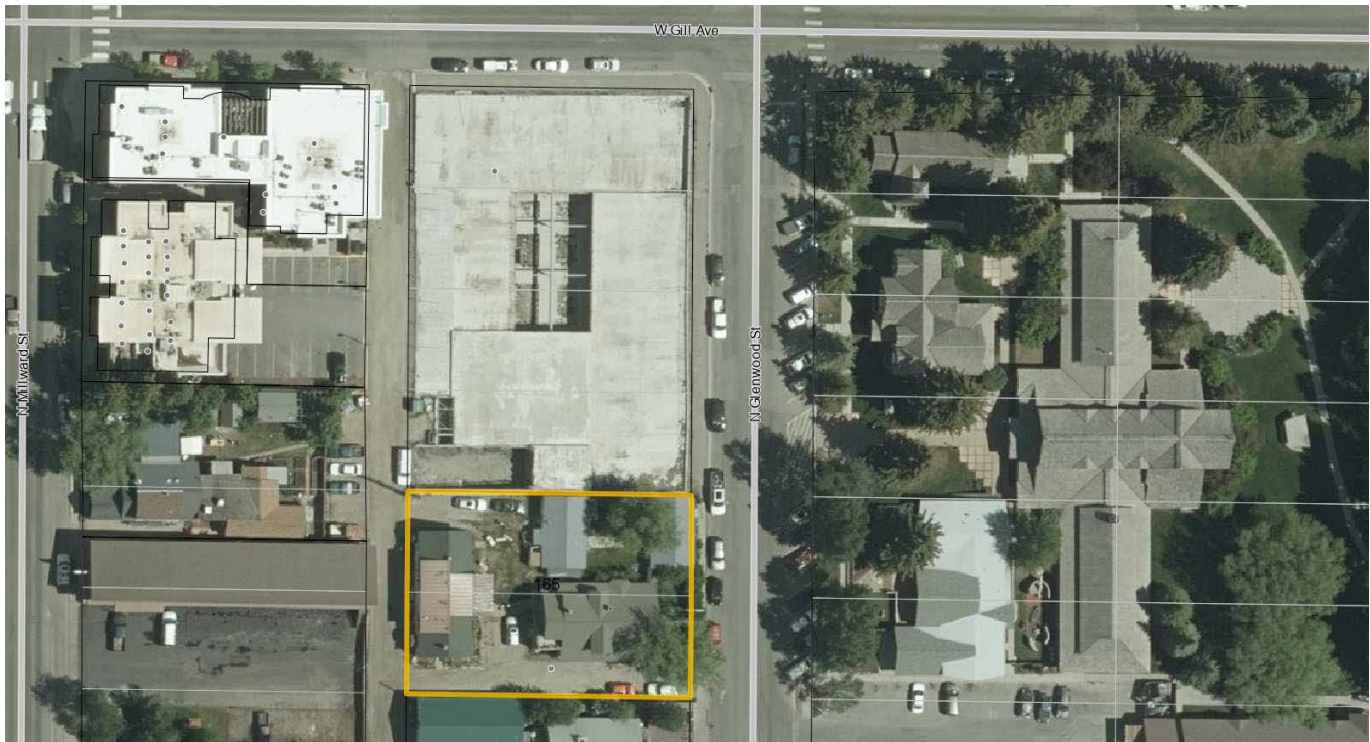
On May 14, 2019 the Town received a demolition permit application for the property located at 165 North Glenwood Street which contains four (4) separate structures.

Pursuant to Town demolition procedures for structures listed on the Teton County Historic Preservation Board (the Board) non-exclusive list of structures which are either in excess of fifty (50) years old or are otherwise historically or architecturally significant, the application was forwarded to the Board for review and recommendation. In an email dated May 16, 2019 the TCHPB requested that Town Council consider granting a 90 day stay on the issuance of the requested demolition permit for two of the structures on the property. Although the Board only requested a stay for two of the four buildings on the site the applicant has chosen to not separate the request into two separate permits at this time. Municipal Code Section 15.38.020D.2.B states that the purpose of the stay is to allow public comment and in order for the applicant, the Board and other interested parties to explore alternatives to demolition. In addition, Section 15.38.020D.2.B states that the Board shall cite the historic preservation principles upon which it is relying to make its comments or recommendations regarding the impact of such demolition on historic preservation. Please see the attached thorough documentation related to these two structures provided by the Board.

In considering this request, staff notes that Council may choose to grant a stay in the issuance of the demolition permit up to a maximum of 90 days, but upon the completion of that time period, the permit would be issued and the structures would be allowed to be removed as requested by the property owner.

LOCATION

The subject property is located at 165 North Glenwood Street legally described as Lots 5-6, Block 6, Jackson Addition to the Town.



COMPREHENSIVE PLAN ALIGNMENT

Staff has provided the following Principles and Policies from Chapter 4: Town as the Heart of the Region – The Central Complete Neighborhood for Council consideration in regard to this application.

Principle 4.5 — Preserve historic structures and sites

Our community is proud of its history. Encouraging the preservation and awareness of historic structures and sites contributes to economic development, helps preserve historic resources, and maintains our awareness of local culture and history.

Policy 4.5.a: Identify and preserve historically significant structures and sites

Many areas, improvements, buildings and structures in the community have features with historic character or special historic or aesthetic value. Often these historic sites represent architectural products of distinct periods in the history of Jackson. The protection, enhancement and perpetuation of sites with historic character or special historical or aesthetic value are of public necessity. The preservation of cultural and historic sites is in the interest of the people of our community, and the preservation of historically significant buildings and sites will be encouraged.

Policy 4.5.b: Support the Historic Preservation Board

The Teton County Historic Preservation Board (TCHPB) has several on-going programs that identify historic properties and nominate the most significant structures for National Register designation. The Town and County will continue to support the Historic Preservation Board in its efforts to document and preserve historic buildings and sites. Further, the Planning Commissions and elected bodies will consider the recommendations of the Board when reviewing development applications.

STAKEHOLDER ANALYSIS

Staff finds stakeholders on this application to be all residents and visitors to the Town of Jackson.

FISCAL IMPACT

None

STAFF IMPACT

None

LEGAL REVIEW

N/A

ATTACHMENTS

Teton County Historic Preservation Board Request
Wyoming Cultural Properties Form

RECOMMENDATIONS/ CONDITIONS OF APPROVAL

Staff has made no recommendation on this item.

SUGGESTED MOTION

I move to grant a ____ (up to 90) day stay on the issuance of Demolition Permit Application #B19-0311.

Kelly Bowlin

From: Mackenzie King <mking@dubbe-moulder.com>
Sent: Thursday, May 16, 2019 8:41 AM
To: Kelly Bowlin
Cc: 'Teresa de Groh'; Brian Lenz; Jeff Silliman; Rachelle Rhodes; 'Erin Gibbs'; 'Katherine Wonson'; Esther Judge-Lennox; 'Monay Olson'; 'Frank Johnson'; Kurt Dubbe; 'Michael Stern'; 'Smith Sherry'; 'Kristine Abbey'; 'Morgan Albertson'; 'Elizabeth Engle'
Subject: RE: Demo permit - 165 Glenwood

Dear Kelly,

Thank you for including the Teton County Historic Preservation Board in the review of the demolition permit application for 165 N Glenwood. After reviewing the site and all four (4) buildings included within this application, our recommendation is as follows:

(2) buildings, Bldg.# (no address noted) and Bldg.#175: we will not be recommending a stay on the demolition of these two (smaller) buildings.

(2) buildings, Bldg.157 and Bldg.165: we will be recommending a 90-day stay be placed on the demolition of these two (larger) buildings.

Please keep me, and Katherine Wonson, informed on when the recommended stay will be reviewed by the town council (what meeting, and when?). We will have TCHPB representatives attend the meeting and clarify our reasoning behind the recommended stay.

We appreciate you including us in this review!

Mackenzie King
For the Teton County Historic Preservation Board

Mackenzie King
Intern Architect

MAIL: P.O. Box 9227
SHIP: 1160 Alpine Lane Suite 2A
Jackson, WY 83002
PHONE: 307.733.9551 FAX: 307.733.4302
mking@dubbe-moulder.com
www.dubbe-moulder.com

This e-mail is confidential and may be legally privileged. If you have received it in error, you are on notice of its status. Please notify us immediately at 307-733-9551, and then delete this message from your system. Please do not copy it or use it for any purposes, or disclose its contents to any other person. To do so could violate state and federal privacy laws. Thank you for your cooperation.

From: Kelly Bowlin [mailto:kbowlin@jacksonwy.gov]
Sent: Tuesday, May 14, 2019 3:41 PM
To: Brian Lenz <btlenz@jacksonwy.gov>; Jeff Silliman <JSilliman@jacksonwy.gov>; Rachelle Rhodes <RRrhodes@jacksonwy.gov>; Erin Gibbs <gibbs.erin.e@gmail.com>; Katherine Wonson <katherinewonson@gmail.com>; Mackenzie King <mking@dubbe-moulder.com>

Date _____ Smithsonian # _____

RECORD TYPE: ☒ First-recording, ☐ Full Re-record, ☐ Update, ☐ Condition Report, ☐ Site LeadPROPERTY CATEGORY: ☐ Prehistoric Site, ☐ Historic Site, ☐ Building, ☐ Structure, ☐ Object, ☒ District, ☐ Landscape, ☐ Lithic Landscape, ☐ TCP**1. IDENTIFICATION/OWNERSHIP**

Consultant Project Number _____ Agency Project Number(s) _____

Associated Project Name _____

Site Name St. John's Hospital Nurses' Quarters Temporary Field Number _____Other Common names: Jackson Hole Mountain Guides Building Agency Site Number _____

Other Site Number _____

Landowner (at time of this reporting, specify agency/district, if private give name and address): _____ check here if site information is confidential

The Cony Corporation
c/o A.C. Carson
PO Box 201
Wilson, WY
83014

2. LOCATION (repeat as needed on continuation sheets; _____ check here if additional locational information is on continuation sheet)Street address 165 N. Glenwood Street Town JacksonLot-Block: _____ Lots 5-6 Parcel Jackson County TetonUSGS 7.5' Map Name, Date Jackson, 1996

Township _____ Range _____ Section _____ ¼'s _____ Template: _____

Township _____ Range _____ Section _____ ¼'s _____ Template: _____

Township _____ Range _____ Section _____ ¼'s _____ Template: _____

Elevation (ft.): 6237 UTM Coordinates (center point is required; bounding UTM(s) required for sites > 200m in any dimension)UTM: Zone 12 E 519078 m N 4814270 m Datum used to calculate: NAD 27 ☒ NAD 83

Bounding UTM : (1) E _____ N _____ (2) E _____ N _____

(3) E _____ N _____ (4) E _____ N _____

UTM source: ☒ corrected GPS/rectified survey (<5m error), ☐ uncorrected GPS, ☐ map template, ☐ other: _____

GPS Model/Software: _____

Notes pertaining to access: _____

3. NATIONAL REGISTER STATUS (check all that apply in each category)**ENROLLED STATUS** ☐ Landmark/Monument, ☐ Enrolled on NRHP**FACTORS AFFECTING INTEGRITY** (check all that apply; indicate specific areas of disturbance and vandalism on a copy of the site map)Disturbance/Vandalism : ☐ none, ☐ erosion, ☐ vandalism, ☐ collection, ☐ structural damage, ☐ manual excavation, ☐ mechanical excavation, ☐ vehicle traffic, ☐ structural decay, ☐ grazing, ☐ construction/development, ☐ defacement, ☐ imminent destruction, ☐ unknown

Percent of property badly disturbed as of this recording date, to nearest 10%): _____

NATIONAL REGISTER OF HISTORIC PLACES SIGNIFICANCEPeriod(s) of significance: c.1939-1968 Theme(s) Community Development**NATIONAL REGISTER OF HISTORIC PLACES ELIGIBILITY RECOMMENDATIONS** (check all applicable):**Recorder NRHP Evaluation:** ☐ Eligible under criteria ☒ a, ☐ b, ☐ c, ☐ d ; ☐ Not Eligible, ☐ UnevaluatedContributing Components: ☐ Prehistoric, ☐ Historic Associated person for criterion b property _____

Justification: (Include in justification a statement of significance; discussion of contributing components (indicate spatial extents on maps); and integrity (location, design, setting, materials, workmanship, feeling, association); discuss how significant periods and themes were determined)*:

Date _____ Smithsonian # _____

Statement of Significance

The St. John's Hospital Nurses' Quarters were evaluated for significance under Criterion A within the area of significance of community development. The Nurses' Quarters as a secondary facility to one of the town's most seminal institutions, St. Johns Church and Hospital, possess significance for the role they played in the development of a major community institution and are accordingly eligible for inclusion in the National Register of Historic Places. The area of significance could be expanded to include religion if the *St. Johns Episcopal Church National Register of Historic Places Nomination* were to be amended to include the Nurses' Quarters as contributing buildings. St. John's Church, as one of the founding institutions of the early 20th century ranching community, grew in step with the county and its 1940s expansion (namely the construction of two staff housing buildings) reflects the pattern of development prevalent throughout the community in that period.

165 N. Glenwood Street, Lots 5 and 6 of the Jackson plat, includes four buildings. The two northern buildings were not historically associated with the Nurse's Quarters or the hospital and are thus considered non-contributing buildings. On the southern half of lots 5 and 6 there are two, two-story, frame-built gabled structures.

The period of significance was determined based on the estimated date of relocation of Nurses' Quarters A and the construction of Nurses' Quarters B and extends through the sale of the buildings to a non-hospital entity (1968).

Statement of Integrity

The Nurses' Quarters retain a high level of integrity from the period of significance. Consideration B regarding the relocation of a structure does not apply to this property as its period of significance began following the relocation of the structure. The structure on the back of the lot was likely built in its present location and certainly retains integrity of location. Both structures have undergone modifications since the period of significance. Additions to Nurses' Quarters A have mostly been to secondary elevations and do not impact the overall appearance of the structure. Character-defining features such as the knee brace roof supports and the shingle siding have been retained. Likewise, the exterior configuration of Nurses' Quarters B appears to have changed, however critical features have been retained and allow the building to communicate its significance. Remarkably, interior design features, such as tongue and groove ceilings and door framing remain intact, lending the building a true authenticity. The town setting remains similar to the period of significance.

Agency Determination: ___ Eligible under criteria ___a, ___b, ___c, ___d ; ___ Not Eligible, ___ Unevaluated Date/initials: _____

Justification:

SHPO Concurrence: ___ Eligible under criteria ___a, ___b, ___c, ___d ; ___ Not Eligible, ___ Unevaluated Date/initials: _____

Justification:

4. INVESTIGATIVE HISTORY (Check all that apply, use property narrative for additional information as appropriate)

Recorded by: Katherine Longfield Organization: Amenity Preservation

Field Dates: 7

DISCOVERY METHOD (describe in site narrative description)

___ Exposed on surface, ___ Exposed subsurface, ___ Construction discovery, ___ Documentary sources, ___ Informant

WORK PERFORMED (as part of this recording ONLY; describe numbers and dimensions of sampling/excavation units in narrative section)

___ Surface recorded	___ Tested with probe device	___ Materials sourcing	___ Lab analyses
___ Shovel tested	___ Controlled Trench/Blade	___ Remote sensing	___ Material sample program
___ Formal test unit(s)	___ Geomorphology study	___ Photos/Sketches/Video	___ C-14 dating
___ Block excavation	___ Paleo-environmental study	___ Collections research	___ Other (describe in narrative)

MATERIALS COLLECTED AS PART OF THIS RECORDING? ___ yes, ___ no, ___ unknown

Repository: ___ U. W. Archaeological Repository (UWAR), ___ Western Wyoming College, ___ Other: _____

5. PROPERTY DESCRIPTION**PHYSICAL DIMENSIONS**

Length 43.9 m, Width 30.5 m, Area: 1,254 sq. m, (x estimated ___ measurement method: _____)

Boundary estimates based on:

___ feature/artifact distribution, ___ modern features or disturbance, x property boundaries, ___ topography, ___ other, ___ unknown.

Date _____ Field # _____ Smithsonian # _____

Property datum? ___ yes, ___x_ no (describe if yes): _____

RECORDS INVENTORY (check all appropriate attachments associated with this recording)**Required attachments*:**

___ (6) Prehistoric/Historic Archaeological Site Setting, Topography, Depositional Environment (*not required for urban and rural buildings, structures, objects, or historic districts)

___x_ (7) Site Narrative Description

___x_ (8) Prehistoric/Historic Site Matrix

___x_ site map w/scale, orientation, key

___x_ location map (USGS 1:24,000 base)

___x_ photographs/images

Additional Attachments:

(One or more of the next 8 are required)

___ (8A) artifacts associated with prehistoric component

___ (8B) features associated with prehistoric component

___ (8C) artifacts associated with historic component

___ (8D) features associated with historic component

___ (8E) historic and/or prehistoric rock art/inscription component

___ (8F) historic architecture description

___ (8G) linear feature description

___ (8H) lithic landscape sample description

___ (8I) historic structure/object description

Optional Attachments:

___ (8J) TCP description

___ artifact illustrations

___ stratigraphic profile

___ field notes

___ artifact catalog

___ electronic data

___ other (describe):

Date _____ Smithsonian # _____

6. PREHISTORIC/HISTORIC ARCHAEOLOGICAL SITE SETTING, TOPOGRAPHY, DEPOSITIONAL ENVIRONMENT*

Section 6 is not required for urban and rural buildings, structures, objects, or historic districts)

GENERAL TOPOGRAPHIC SETTING

___Basin/Interior, ___Foothill/Basin Margin, ___Major River Terraces, ___Mountain/Major Uplift, ___Unknown

Geographic Division (cf. "Wyoming Geologic Highway Map" published by Western Geographics with the cooperation of the Geological Survey of Wyoming Revised Edition 1991, R.D. Christiansen, Geologist Map compiled and adapted from Geologic Map of Wyoming. Divisions prepared by Richard W. Jones, 2002. See map in "Users Guide.")

___Absaroka Range	___Great Divide Basin	___Madison Range	___Shirley Mtns.
___Bates Hole	___Green River Basin	___Medicine Bow Mtns.	___Snake River Range
___Beartooth Mtns.	___Green Mtn.	___N Laramie Basin Structures	___Sublette Range
___Bighorn Basin	___Goshen Hole	___Overthrust Belt	___Star Valley
___Bridger Basin	___Gros Ventre Range	___Owl Creek Mtns.	___Teton Range
___Bighorn Mtns.	___Hanna-Carbon Basin	___Powder River Basin	___Tunp Range
___Black Hills Uplift	___Hartville Uplift	___Rawlins Uplift	___Washakie Basin
___Casper Arch	___Hoback Range	___Rock Springs Uplift	___Washakie Range
___Denver Basin	___Jackson Hole	___Salt River Range	___Wind River Basin
___Ferris Mtns.	___Kindt Basin	___Sierra Madre Mtns.	___Wind River Range
___Fossil Basin	___Laramie Basin	___Seminole Mtns.	___Yellowstone Volcanic Plateau
___Granite Mtns.	___Laramie Mtns.	___Shirley Basin	___Unknown

UNIQUE SITE SETTING (check as appropriate, describe site setting in general narrative):

___playa	___arroyo cutbank	___rockshelter	___spring
___saddle/pass	___cliff	___cave	

GENERAL TOPOGRAPHIC SETTING (few words): _____**VEGETATION ASSOCIATION** (cf. Knight 1994:8, Mountains and Plains: The Ecology of Wyoming Landscapes; Yale Univ. Press)

___Alpine	___Ponderosa Pine	___Desert Shrub	___Riparian
___Spruce/Fir	___Aspen/Conifer	___Grassland	___Cultivated
___Douglas-Fir	___Oak	___Sagebrush	___Unknown
___Lodgepole Pine	___Juniper	___Sand Dunes	___not applicable

OVERALL PERCENT BARE GROUND (discuss variation in ground visibility in general site narrative)

___0%, ___1-25%, ___26-50%, ___51-75%, ___76-99%, ___100%, ___unknown, ___not applicable

GENERAL DEPOSITIONAL ENVIRONMENT (check all applicable, describe in general site narrative):

___unknown, ___aeolian, ___alluvial, ___colluvial, ___bare rock, ___regolith, ___not applicable, ___other

AEOLIAN SETTINGS (Late Pleistocene and Holocene aeolian deposits)

Is site in/partly in an aeolian deposit?: ___yes, ___no, ___unknown, ___not applicable

If "yes", which type(s)? ___dune, ___sand shadow, ___sand sheet, ___deflation area, ___don't know

SUBSURFACE POTENTIAL

Archaeological subsurface deposits: ___yes, ___no, ___unknown/undetermined

Maximum depth below surface of cultural deposits: ___meters, ___unknown, ___not applicable (enter zero if no subsurface deposits are present)

Estimate based on: ___rough guess, ___shovel test(s), ___core/auger tests, ___excavation(s), ___road/arroyo cuts, ___animal burrows,

___other information (describe in narrative)

* Continue narrative as needed on separate page or by expanding section on word processor.

Date _____ Smithsonian # _____

7. SITE NARRATIVE DESCRIPTION

In addition to general description, the site narrative should address explicitly the kinds and amount of work done at a site, the site environment (setting, geomorphology, soils and sediments, vegetation), site condition and threats to the site. All other matters that demand more discussion than the other sections of the form allow should be discussed in a well-organized fashion here. Tables and other materials can be part of the site narrative, as appropriate. Dating and laboratory results should be cited here, with clear references to laboratory numbers and results.

Site Description

Located across Glenwood Street from St. John's Episcopal Church, the Nurses' Quarters are located in the middle of a town block and is bordered by commercial freestanding, small-scale buildings. A street entrance and gravel driveway lead from Glenwood Avenue to the interior of the lot on the south side of Nurses' Quarters A. The site has little vegetation (sparse grassy areas exist between the two buildings). Objects leaning against the buildings as well as minor vegetation growing along the foundation pose a minor threat to the buildings, as they hold water against the exterior cladding. A parking area occupies much of the area between the two buildings. The majority of the vegetation on the property can be found in the front of Nurses' Quarters A where a large tree and a hedge mark the primary entrance.

Nurses' Quarters A

The building closest to Glenwood Street (currently used as office space by Jackson Hole Mountain Guides) is shingle-clad with, exposed rafter tails, and knee bracket roof supports. The building is painted a powder blue and the trim is painted white. The gable runs east-west on this building and the south facing roof features a centered gable dormer with overhang and is covered with staggered, composite asphalt shingles. The gable roof is irregular in shape. The roof would suggest that the original structure was only the length of the regular, rectangular roof (the eastern two-thirds of the building). A later gabled addition to the west elevation, the width of the building, most likely explains the irregular, cut-out shape of the southern and northern roofs. The east-facing dormer contains paired double-hung windows and the first story contains paired double-hung windows directly below the dormer and two double-hung windows are spaced evenly along the elevation on either side of the paired windows (all windows are four lites-over-lites). A single-story frame addition with clapboard and a corrugated metal roof begins on the west end of the south elevation and contains one slab door. A deck on the second story of the addition obscures a casement window on the second story of the building.

The entire west elevation appears to be an old addition and is clad with horizontal clapboard. The addition consists of a one-story shed roofed structure that is topped by a gable end addition that protrudes slightly less than the first story (suggesting that the second story may have been a later addition to the first story addition). From north to south, the first story of the west elevation features (with little space in between) a double-hung, single-lite window on its side (a "lazy window" hereafter), a two-panel door with lite, three casement windows, and an exterior stairway leading up to the roof of the small side addition. The gable end is irregular in shape. The southern portion is not symmetrical with the northern portion and was likely clipped to accommodate an outdoor entry from the roof of the clapboard, modern addition. The second story of the gable end features three lazy windows (one-lite-over-one-lite).

The north-facing roof has both a centered gable dormer with overhang as well as a shed dormer, off-center to the west. The gable dormer contains a paired double-hung window and the shed gable contains a set of sliders. The first floor of the north elevation contains two lazy windows and a paired double-hung window. A bay window located on the eastern most end of the north elevation features three, one-lite double-hung windows.

The eastern, primary elevation is dominated by a larger central entry way. The doorway now consists of a four part door (with the two central doors acting as the only operational section), however this configuration is likely not original to the building. A set of paired double-hung windows are to either side of the main entrance, and a paired double-hung window is also located on the second floor below the gable end. An eight-inch fascia along the gable end is matched by a 12 inch horizontal wood trim feature that runs across the entire facade between the first and second floors. The building is slightly raised on a continuous poured concrete foundation. Three wood steps lead from the entry walkway to the entrance.

Nurses' Quarters B

The second structure on the property which is located to the west of Nurses' Quarters A is a rectangular-shaped, two-story building with a gabled roof. The gable runs north-south (perpendicular to Nurses' Quarters A's roofline) and is punctuated with shed dormers. The dormers are approximately one-third the width of the building and are located on both sides of the roof, centered along the roof. The east-facing shed dormer is attached to a two-story staircase that appears to be added at a later date than the original construction. The entire building is clad in horizontal asbestos. Asbestos tile is powder blue and all trim is white. The roof consists of composite shingles and the building sits on a continuous poured concrete foundation.

The south elevation contains a primary, centered entry door with single lite and is capped by a gabled awning. The first story has one double-hung window on either side of the entrance (evenly spaced between the door and exterior wall) and the second story features a paired double-hung window.

Date _____ Smithsonian # _____

The west elevation has three entrances to three separate apartments. The first and third entrances are marked by gabled awnings. The southern most apartment has a double-hung window to the left of the door. The middle apartment has two double-hung windows to the left of the door (the northern most window is smaller than the one closest to the door). The northern most apartment has two double-hung windows to the left of the door, with the larger of the two closest to the door. The second story shed dormer contains two paired double-hung windows in the center and two casement windows on either end. The intersection between the lower roof and the dormer is interrupted for approximately seven feet on the dormer, suggesting a former stairway to the upstairs on this side of the building. A ladder now runs down the side of the building adjacent to the southern paired double-hung window. This stairway was likely removed when the stairway on the east elevation was removed and replaced with a more code-compliant stairway. The double-sided shed dormer was likely then converted to one apartment, where it would have historically been two.

The north elevation contains a double-hung window on the left side of the first story and a double-hung window centered on the gable end on the second story. A ladder is mounted on the exterior leading downward from the second story window. Judging by the fenestration pattern, it is likely that this elevation too featured a staircase that was deemed unsafe and removed. The interior was then reconfigured so that the apartment no longer needed to be accessed from the exterior.

The eastern elevation is broken up into three sections. The northern most one-third contains one door that is marked with a gabled awning and a double-hung window to the left. The middle one third is marked by the shed dormer and double, back exterior staircase. The staircase is constructed from dimensional lumber and is covered by an extension of the shed roof. It appears to be more modern construction than the remainder of the building. The first story of this portion of the building contains a door with a paired double-hung window to the right of the door. The second story is identical however there is an additional paired double-hung window to the right. The southern most one-third of the building contains two, single double-hung windows.

Site Narrative

Originally located across Glenwood Avenue, south of St. Johns Episcopal Church (present location of the Browse and Buy parking lot), the St. John's Nurses' Quarters building was built as a residential complex for nurses.

St. Johns Church was founded in 1908 though regular services were not held until 1911 when the rectory building was constructed. Also known as the hostel or "rest house", the rectory building provided accommodation for ranchers and dudes whose travel to church took more than one day. The rectory building also served as an informal community center, church school, and library.

A church building and hospital were constructed in 1916 by Butch and Ed Robinson of Jackson, using logs cut and cured by George and Clarence Blain, with finish work by master carpenter Raul A. Imeson. Services moved to the original church structure (now referred to as the chapel). The 1916 hospital building consisted of a small four-room building with an operating room, kitchen and two patient rooms. The hospital was run by Dr. Charles Huff who had arrived in the valley in 1913 at the age of twenty four.

The hospital saw steady growth throughout the 1920s, necessitating two wing additions to the hospital building. In the 1930s the hospital grew more dramatically, averaging 15 patients a day (most of them surgical). The Civilian Conservation Corps camps located on park land and forest service land brought 8,000 young men to the valley. Though the larger camps had their own doctors, the influx of men meant that in the summer the hospital would regularly double its 25-bed capacity. By the end of the 1930s, St. John's staff included two custodians, a cook, two maids, thirteen nurses and one doctor. In 1932 the American College of Surgeons awarded a fellowship to Dr. Huff and 1934 St. John's became a member of the American Hospital Association.

In 1936, Dr. Huff and the hospital purchased the land on the opposing side of Glenwood Avenue. Interestingly, the church and hospital complex was originally oriented toward Glenwood Avenue. Once Glenwood Avenue ceased to be the historical main North-South thoroughfare through town, the church reoriented itself toward Cache Street (with the addition of a door on the east side of the chapel). Dr. Huff died unexpectedly in 1937, a year after the purchase from Deloney of the Glenwood property.

Concurrent with church and hospital development, the neighboring property to the south of St. John's complex also underwent change. C.H. Brown owned the property immediately south of the hospital and had been developing it since 1922. While the exact year is not known, Brown built a wide-gabled shingled building sometime in the mid to late 1920s directly adjacent to the hospital building. It is unknown whether he built a second building (Nurses' Quarters B). However, it is clear that sometime between 1939 and 1945 the wide-gabled building on the east side of Glenwood was moved to the west side and Brown's property sold to Thomas and May Huff (no relation to Dr. Charles Huff).

Prior to 1939 all nurses lived above the hospital on the second floor. It was expected when nurse arrived to town that she would be unattached and live on the premise. By the late 1930s with increased need for additional hospital beds and an increase of nurses in need of housing, a shift was necessary. The nurses may have moved into the wide-gabled building when it was still owned by Brown and located on the east side of the street, or it is possible that the building was not occupied by the nurses until the 1940s once the building had been moved. Regardless, the hospital expanded upstairs with patient beds on the second floor and nurses moved into the Nurses' Quarters. It is also unclear as to when the

Date _____ Smithsonian # _____

Nurses' Quarters B was constructed to house additional nurses. Remaining original interior details and the function-specific style of design would seem to indicate that the structure was built in its current location, likely sometime in the early 1940s.

A spike in population following World War II in Jackson brought major changes to the church and hospital complex. To handle the growing town population, the congregation built a larger church building in 1955. During that same year, St. John's Hospital moved off the St. John's Church campus to a site on East Broadway, bordering the Elk Refuge, giving the church space in the former hospital buildings on Glenwood Street.

The Nurses' Quarters alternated ownership between church and hospital until 1968, when the hospital sold the property to Robert E. White and John P. Graham. Though the property may have continued to be used to house employees (church or hospital), its dedicated function as female, nursing staff housing likely ended following the relocation of the hospital to Broadway in 1956.

The rest house and church were listed in the National Register of Historic Places in 1978 for their significance in community development. The Nurses' Quarters were not evaluated as part of that nomination.

Major Bibliographic References

"Jessie Lundy", *Jackson Hole News*, December 29, 1977

"Great Loss of Dr. Charles W. Huff", *Jackson's Hole Courier*, September 23, 1937

Census of the United States, 1930, Teton County, WY, Jackson Town

Daugherty, John. *A Place Called Jackson Hole*, Moose, WY: Grand Teton Association, 1999

Jackson Hole Guide, May 5, 1966

Land Records, Office of the County Clerk, Teton County, WY

Date _____ Smithsonian # _____

8. Prehistoric/Historic Site Matrix (attach (8A) "Artifacts Associated with Prehistoric Component", (8B) "Features Associated with Prehistoric Component", (8C) "Artifacts Associated with Historic Component", (8D) "Features Associated with Historic Component" as appropriate). Check boxes for "yes" as appropriate.

<u>COMPONENT</u>	<u>OCCURRENCE</u>		<u>CONTENTS</u>			
	Surface	Subsurface	Artifacts	Features	Rock Art	
PREHISTORIC						
Unknown Prehistoric	___	___	___	___	___	
Paleoindian	___	___	___	___	___	
Early Archaic	___	___	___	___	___	
Middle Archaic	___	___	___	___	___	
Late Archaic	___	___	___	___	___	
Archaic (general)	___	___	___	___	___	
Late Prehistoric	___	___	___	___	___	
PREHISTORIC PHASES (optional)						
Great Divide	___	___	___	___	___	
Green River/Opal	___	___	___	___	___	
Pine Spring	___	___	___	___	___	
Deadman Wash	___	___	___	___	___	
Uinta	___	___	___	___	___	
Firehole	___	___	___	___	___	
PROTOHISTORIC	___	___	___	___	___	
HISTORIC						Building(s)/ Structure(s)
Unknown Historic	___	___	___	___	___	___
Early Historic	___	___	___	___	___	___
Pre-territorial	___	___	___	___	___	___
Territorial	___	___	___	___	___	___
Expansion	___	___	___	___	___	___
Depression	___	___	___	___	___	<u>2</u>
WWII Era	___	___	___	___	___	___
Post WWII	___	___	___	___	___	___
Modern	___	___	___	___	___	___

Periods of Significance – Protohistoric (1720-1800) Early Historic (1801-1842) Pre-territorial (1843-1867) Territorial (1868-1889); Expansion (1890-1919) Depression (1920-1939) ; WWII-era (1940-1946); Post-WWII (1947-1955); Modern (1956-present)

Date _____ Smithsonian # _____



Nurses' Quarters A, East Elevation, Longfield, 2009



Nurses' Quarters A, South Elevation, Longfield, 2009

Date _____ Smithsonian # _____



Nurses' Quarters A, West Elevation, Longfield, 2009



Nurses' Quarters A, North and West Elevations, Longfield, 2009

Date _____ Smithsonian # _____



Nurses' Quarters B, South and West Elevations, Longfield, 2009



Nurses' Quarters B, East Elevation, Longfield, 2009

Date _____ Smithsonian # _____



Nurses' Quarters B, North and West Elevations, Longfield, 2009



TOWN OF JACKSON

AGENDA DOCUMENTATION

SUBMITTING DEPARTMENT: Public Works

PRESENTER: Brian Lenz, Town Engineer

MEETING DATE: June 3, 2019

SUBJECT: P19-068 - JH Classical Academy request permission to connect to the Town's Water Distribution and Sewer Collection / Treatment systems

STATEMENT/PURPOSE

The purpose of this item is for the Jackson Town Council to consider a formal request from the Jackson Hole Classical Academy (JHCA) to connect their proposed new school located at 2500 S. Park Loop Road to the Town of Jackson's water distribution and wastewater collection / treatment systems.

BACKGROUND/ALTERNATIVES

The JHCA is finalizing agreements to locate a new private school on 40 acres south of Jackson at 2500 South Park Loop Road, east of the main entrance to the 3 Creek Ranch subdivision, to build a new campus to accommodate a total of 265 students and 40 faculty members. A performing arts auditorium and a potential future addition to the school are also proposed as part of the campus.

The JHCA hired Bergmann Architects Engineers Planners from Lansing, Michigan as the lead design consultant and Y2 Consultants as the local liaison for the project.

On June 5, 2018 the JHCA met with Town Engineering, Wastewater, Water, Planning, and Legal staff to review its proposed connections to the Town's water and wastewater infrastructure. At this meeting the Legal Division confirmed that the connections are legal and in conformance with the Town's easements and municipal code. Preliminary water demands and wastewater volumes were determined to be reasonable for connection, but staff communicated to JHCA that approval would need to be based on the final engineering and design. Specifically, the feasibility of connecting the Town's 6-inch diameter force main with JHCA's force main and the Cottonwood Park lift station will need to be determined. Town staff stressed the approval of connections would not be provided until approval of the proposed project by the County. Since that time the Wyoming legislature has passed new legislation not requiring the JHCA to receive Planning review or approval by Teton County. The process for approval of the connections through a planning application were also established.

The water and sewer demand for the campus have been calculated based upon the peak demands of the proposed occupancies. Water will be provided using an 8-inch tap of the existing 12-inch water main that runs along the west side of South Park Loop Road. The sewer will be provided using an on-site private gravity system that feeds to a private lift station that ultimately discharges into the existing 6-inch force main located along the west side of South Park Loop Road. Preliminary water demands and wastewater volumes are summarized in the table below:

Average Domestic Water Demand/Sanitary Sewer Flow	12,085 Gallons per Day
Average Domestic Water Demand/Sanitary Sewer Flow	26 Gallons per Minute
Peak Domestic Water Demand	104 Gallons per Minute
Peak Sanitary Sewer Flow	104 Gallons per Minute

JHCA is currently planning to build temporary structures and facilities for occupancy by the beginning of the 2019-2020 school year (September 2019). Final design and construction of the permanent structures would follow.

JHCA accepts all responsibility for annual maintenance, repairs, upkeep and future replacement of its proposed water and wastewater improvements from the campus to the Town's water and wastewater systems. Also, it agrees to meet all required Wyoming DEQ and Town of Jackson standards relating to its water and wastewater systems operations, maintenance, and replacement. Further JHCA would be responsible for the costs of a third party review of their proposed connections and designs.

ALTERNATIVES:

The JHCA does have the option to provide its own water supply through a private water well and supply system and to treat its wastewater utilizing an on-site treatment and subsurface disposal or other compliant reuse system. Given the possibility of delay in connection to the Town's infrastructure JHCA has been in touch with the Wyoming Department of Environmental Quality regarding the process for pursuing this other option.

On April 17, 2019 Town staff met with JHCA again to review the sufficiency and procedure of its planning application, P19-068. At this meeting the submitted materials were reviewed and additional information for clarification was requested. Further, staff discussed the Town's plans to conduct water and wastewater capacity and rate studies in the next fiscal year.

The Town has not conducted capacity studies for the water or wastewater systems since the early 2000s and the last rate adjustments within the Town were in 2013. Given the passage of time, changes in development regulations and densities, and granted and expected additional connection requests outside of the Town limits, review and update of capacity and rates are required. The goal of the capacity and rate studies is to:

1. Determine the capacity needs for anticipated population and density demands within the Town;
2. Determine the capacity needs for anticipated population and density demands outside the Town Limits;
3. Ensure the Town continues to provide a high level of service to the mandated the service area (i.e. those within Town limits) while fully recovering costs;
4. Provide stability and predictability for the future;
5. Promote efficient resource use;
6. Ensure fairness in apportionment of total costs of service among the different ratepayers;
7. Avoid undue discrimination (subsidies) between rates for different parties served;
8. Ensure dynamic efficiency in responding to changing supply and demand patterns;
9. Ensure freedom from controversies as to proper interpretation of the rates; and
10. Ensure rates are simple and easy to understand, simple to administer, as well as lawful.

In addition, staff is recommending that this study include policy direction on what is the priority for using the existing and future capacity of the systems. For example, should existing development be prioritized over new development, should properties within the Town be served before properties outside the Town in the County, should properties with immediate life, safety welfare concerns (i.e. drinking water contamination) be given priority, etc. At this this time the Town has been dealing with requests outside the Town corporate limits on a case by case basis. Staff notes that one of the most recent connections outside the Town limits has led to significant staff time in the legal department, public works and administration to address ongoing issues and disputes.

COMPREHENSIVE PLAN ALIGNMENT

This project and the Town's desired water/sewer capacity and rate studies relate to the Town Comprehensive Plan under Common Value #1- Ecosystem Stewardship and Common Value #3- Quality of Life. Staff has provided the following sections of the Comprehensive Plan for consideration along with this request.

Common Value #1 – Ecosystem Stewardship

- Principle 1.2- Preserve and enhance water and air quality
 - o Policy 1.2.c: Monitor and maintain water quality – *calls for monitoring cumulative impacts on water quality and the effectiveness of mitigation efforts and strive to exceed State and Federal requirements for quality and monitoring to enhance water quality in the area.*
- Principle 2.1 – Reduce consumption of non-renewable energy
 - o Policy 21.d: Allow and encourage onsite renewable energy generation – *an on-site wastewater treatment plant could provide on-site energy generation.*
- Principle 2.5 – Conserve energy through waste management and water conservation
 - o Policy 2.5.a: Encourage water conservation – *calls to conserve water to save aquifer supplies for future generations and respect downstream users.*
 - o Policy 2.5.c: Reduce energy consumption in wastewater treatment – *encourages use of the most energy efficient wastewater treatment methods so that effluent meets or exceeds receiving water quality, and to limit the amount of energy consumed by wastewater treatment processes. Analysis could be done to compare energy efficiency and water quality of discharges for an on-site system versus conveyance/treatment at the Town plant.*

Common Value #3 - Quality of Life, 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 – *conducting the water and sewer capacity and rate studies will help accomplish the four goals listed under this policy and staff recommends that this should be completed prior to any additional connections outside the limits of the Town.*
 - o Policy 8.1.b: Coordinate with independent service providers – *utilities and infrastructure are one of the services listed for Town/County collaboration with independent service providers, which could be an option for this development project and will likely contribute to the capacity analysis.*
 - o Policy 8.1.c: Identify barriers to service delivery goals – *again will contribute to the capacity analysis and potential barriers/solutions to level of service.*
 - o Policy 8.1.e: Budget for service delivery – *allows for annual commitment to service delivery objectives and evaluation of objectives and desired service level with appropriate funding during the budget process. Providing service to non-Town customers increases our commitments and must be considered for annual O&M costs and customer rate setting.*
 - o Policy 8.2.c: Require mitigation of the impacts of growth on service levels – *states that developers should pay their fair share of the costs of future facilities and services necessitated by new development and not pass these costs on to existing residents. Regular updates to exactions and impact fees are recommended.*

In addition, staff notes that the proposed school is located in Character District 10 which includes mention of possibly including a school in this district.

Existing + Future Desired Characteristics

South Park is, and should continue to be, the agricultural southern gateway into Jackson. The existing agricultural open space that defines the character of the district provides a scenic foreground for Teton views, wildlife habitat connectivity, reference to our community's heritage and stewardship ethic, and a quiet rural setting for residents. The most important habitat in the district is the Flat Creek riparian corridor; however, the intensity of wildlife vehicle collisions on South Highway 89 shows the importance of the district's open space for wildlife movement in all directions. Existing development is predominately residential and largely occupied by the workforce. It is clustered to the southeastern portion of the district, with the densest areas well

screened from the highway by topography, vegetation, and other development. The existing developments are well served individually by pathways, parks, and infrastructure, but lack interconnection and require highway travel to access convenience commercial and other amenities.

The district should maintain the character that it has today. Agriculture and other means of preserving open spaces should be encouraged, and development should be directed into a Complete Neighborhood wherever possible. Development that does occur should be clustered adjacent to existing development. Wildlife habitat connectivity and permeability should be enhanced through existing development and across Highway 89. The Flat Creek corridor should be preserved and enhanced with a focus on wildlife habitat and movement. Provision of START service and possibly a school will be encouraged to better serve the workforce living in and around this district. Future character should also include improved interconnectivity and internal connection to the commercial amenities along South Highway 89 via pathways and potentially via roadways. Roadway connections between existing neighborhoods should be based upon proposals from the affected neighborhoods.

More specifically, the proposal is in subarea 10.2 Central South Park envisioned as follows:

10.2: Central South Park

This PRESERVATION Subarea is defined by agricultural open space. The most important of these open spaces is the area between Flat Creek and the highway. This area not only provides the scenic gateway into Town, but also preserves an open area for a wildlife crossing of the highway that would allow for movement of wildlife throughout the district to crucial habitat nearby. Continued agricultural use of the subarea will maintain the open space that defines the district and is the ideal use of the subarea. Agriculture will be encouraged through regulatory exemptions and allowances. Accessory uses that do not detract from the agricultural character of the subarea but facilitate the continued viability of agriculture may be appropriate. Development potential should be directed into Complete Neighborhoods wherever possible, while respecting private property rights. Development that does occur should be clustered near existing development and be designed to protect scenic vistas and agricultural viability, which also protects wildlife habitat and wildlife permeability. The scale of development should be of agricultural compounds and neighborhoods of the community.

Staff finds that the mention of a possible school in this District is consistent with the Comprehensive Plan, although it may have anticipated a public school. Staff notes that as a private magnet school, drawing students from throughout the community and independent from its surrounding land uses the proposed institution will have limited application in supporting a Complete Neighborhood described as desirable in the Plan.

Staff also notes that the location of a school and consideration of providing public sewer and water does not require that additional density be entitled in the surrounding area. The community remains notably unique in its ability to separate infrastructure decisions from land use decisions, avoiding the practice common throughout the country of letting the former dictate the latter, leading to sprawl. Our community comprehensive plans have been consistent in choosing to preserve our character and ecosystem over infrastructure availability consistently over our history of land use planning.

STAKEHOLDER ANALYSIS

Per the Town of Jackson Municipal Code the Town Council and its Mayor are the primary stakeholders in water distribution and wastewater collection / treatment systems.

- *13.04.010 Water plant--Management and control. The Town shall have exclusive control and management of the municipal water plant belonging to the Town, and shall have exclusive management and control of the supply and distribution of water to all users within and without the corporate limits and shall from time to time make such rules and regulations as are necessary for the complete management, control, distribution, and supplying of water to the users. (Ord. 743 § 2, 2003; Ord. 97 § 1, 1966.)*
- *13.08.001 Wastewater collection and treatment--Management and control. The Town shall have exclusive control and management of the municipal sewer collection and treatment system belonging to the Town, and shall have exclusive management and control of sewer system provided to all users within and without the corporate limits and shall from time to time make such rules and regulations as are necessary for the*

complete management and control of the wastewater collection and treatment system. The Town shall not responsible for the maintenance, repair or operation of sewer services or service laterals consisting of cleanouts, traps and associated elements extending from the outside diameter of the Town collection system to the point of use.

Additional stakeholders are residents of the Town of Jackson and Teton County, including the Jackson Hole Classical Academy operators, faculty, and students and existing water and sewer rate payers.

FISCAL IMPACT

JHCA is responsible for all design, construction, operation, and maintenance costs to the point of connection with the Town's mains. It is also responsible for the cost of a third party to review the engineering and feasibility of the proposed design.

There are one-time capacity fees that would be collected prior to connection that would be determined by the fees established in the Municipal Code at the time of application. Ongoing base and use fees would be collected as long as the connections and use continue, at rates established by the connection and use agreements.

If additional services are connected/provided to the Town's water and sewer systems, there is a cumulative impact to the Town's operation and maintenance costs for the water supply treatment and distribution and wastewater collection and treatment systems.

STAFF IMPACT

If approved, Town Engineering and Legal staff will work with JHCA to draft the connection and use agreements for final approval of Town Council. Staff estimates this will take approximately 40-60 hours.

Following drafting the initial agreements, additional impacts will include staff time for reviewing the permit application for compliance with Town construction standards, coordinating with the third-party reviewer, and carrying out final inspections will all be required. Staff estimates this will take approximately an additional 20-30 hours.

The impact of adding these services to the JHCA is minimal, but contributes to the cumulative impact to Public Works staff who maintain the water supply and sewer systems as the Town continues to connect more customers both within and outside of Town limits.

LEGAL REVIEW

The former Town Attorney (Audrey Cohen-Davis) participated in the coordination with JHCA to date. The Town Attorney reviewed the existing easements that the Town's water and wastewater lines are in, as well as communicated with the 3 Creek Homeowner's Association to notify them of the proposed connections and determine if any challenges would be made to the connections. No challenge to the connections is anticipated.

Should Council move to approve the water and sewer connections request, the Interim Town Attorney (Lea Colasuonno) shall provide a final approval of the connection and use agreements prior to execution by the Mayor.

ATTACHMENTS

JHCA's Application (edited to remove photos of hydrants used for water modeling)
JHCA's revised water and wastewater demands

RECOMMENDATION

Town Council has a few options for its consideration:

1. Approve and/or continue the proposed Water and Wastewater Connections only/until after completion of the capacity study and the rate study and, only if, both studies evidence the connection will not adversely impact the Town of Jackson's existing water distribution and wastewater collection / treatment systems;

2. Approve the proposed Water and Wastewater Connections with added conditions that staff can incorporate, including that JHCA shall pay for a third-party design review and any others it may deem necessary.
3. Approve the proposed Water and Wastewater Connections and direct staff to prepare Connection & Use Agreements for review and approval at a future meeting.
4. Request additional time to review the Water and Wastewater Connections as presented today and direct staff to place this item on a future Town Council Agenda.
5. Make a motion to approve the request and vote against the motion, thereby denying the application to connect at this time.
6. Other.

At this time staff recommends that council not approve the proposed JHCA connections to the Town's water distribution and collection / treatment systems until the Town has completed their comprehensive capacity and rate studies to determine capacity needs to serve the Town of Jackson and priorities of non-Town connections for any remaining capacity.

SUGGESTED MOTION

Staff notes that although staff is recommending denial of the application motions are always made in the affirmative.

I move to direct staff to work with the applicant to draft the Connection and Use Agreements to the Town Sewer and Water systems for consideration by Council at a later date.



TOWN OF JACKSON PLANNING & BUILDING DEPARTMENT

TRANSMITTAL MEMO

Town of Jackson

- ☒ Public Works/Engineering
- ☒ Building
- ☐ Title Company
- ☒ Town Attorney
- ☒ Police

Joint Town/County

- ☒ Parks and Recreation
- ☒ Pathways
- ☒ Joint Housing Dept

Teton County

- ☐ Planning Division

- ☐ Engineer
- ☐ Surveyor- *Nelson*
- ☐ Assessor
- ☐ Clerk and Recorder
- ☐ Road and Levee

State of Wyoming

- ☐ Teton Conservation
- ☐ WYDOT
- ☐ TC School District #1
- ☐ Game and Fish
- ☐ DEQ

Federal Agencies

- ☐ Army Corp of Engineers

Utility Providers

- ☐ Qwest
- ☐ Lower Valley Energy
- ☐ Bresnan Communications

Special Districts

- ☒ START
- ☒ Jackson Hole Fire/EMS
- ☐ Irrigation Company

Date: April 8, 2019 Item #: P19-068 Planner: Tyler Sinclair Phone: 733-0440 ext. 1301 Fax: 734-3563 Email: tsinclair@jacksonwy.gov Owner Roderick Lucas and Joyce Family PO Box 1804 Jackson, WY 83001 Applicant: Richard Blasey Bergmann 7050 W. Saginaw Hwy Lansing, MI 48917	REQUESTS: The applicant is submitting a request for a Utility Connection for the property located at 2500 South Park Loop Rd, legally known as LOT 3, SEC. 7, TWP. 40, RNG. 116 PARCEL A. For questions, please call Tyler Sinclair at 733-0440, x1301 or email to the address shown below. Thank you.
Please respond by: April 29, 2019 (with Comments) May 20, 2019 (Town Council)	

RESPONSE: For Departments not using Trak-it, please send responses via email to:
tstolte@jacksonwy.gov



PLANNING PERMIT APPLICATION
Planning & Building Department

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

For Office Use Only

Fees Paid _____ Date & Time Received _____
Application #s _____

Please note: Applications received after 3 PM will be processed the next business day.

PROJECT.

Name/Description: Jackson Hole Classical Academy
Physical Address: 2500 South Park Loop Road
Lot, Subdivision: Lot 3, Sec.7, Twp. 40, RnG 116, Parcel A PIDN: 01-004551

PROPERTY OWNER.

Name: Lucas, Roderick P. & Joyce I. Family LTD PARTNERSHIP Phone: 733-3498
Mailing Address: P.O. Box 1804, Jackson, WY 83001 ZIP: _____
E-mail: _____

APPLICANT/AGENT.

Name: Bergmann, Richard Blasey Phone: 517.272.9835
Mailing Address: 7050 W Saginaw Hwy, Lansing MI ZIP: 48917
E-mail: rblasey@bergmannpc.com

DESIGNATED PRIMARY CONTACT.

_____ Property Owner ☒ Applicant/Agent

TYPE OF APPLICATION. Please check all that apply; review the type of application at www.townofjackson/200/Planning

Use Permit	Physical Development	Interpretations
_____ Basic Use	_____ Sketch Plan	_____ Formal Interpretation
_____ Conditional Use	_____ Development Plan	_____ Zoning Compliance Verification
_____ Special Use	_____ Design Review	Amendments to the LDRs
Relief from the LDRs	Subdivision/Development Option	_____ LDR Text Amendment
_____ Administrative Adjustment	_____ Subdivision Plat	_____ Map Amendment
_____ Variance	_____ Boundary Adjustment (replat)	Miscellaneous
_____ Beneficial Use Determination	_____ Boundary Adjustment (no plat)	Utility ☒ Other: Utility Connections
_____ Appeal of an Admin. Decision	_____ Development Option Plan	_____ Environmental Analysis

PRE-SUBMITTAL STEPS. To see if pre-submittal steps apply to you, go to www.townofjackson.com/200/Planning and select the relevant application type for requirements. Please submit all required pre-submittal steps with application.

Pre-application Conference #: _____ Environmental Analysis #: _____
Original Permit #: _____ Date of Neighborhood Meeting: _____

SUBMITTAL REQUIREMENTS. Please ensure all submittal requirements are included. The Planning Department will not hold or process incomplete applications. Partial or incomplete applications will be returned to the applicant. Go to www.townofjackson.com/200/Planning and select the relevant application type for submittal requirements.

Have you attached the following?

☒ **Application Fee.** Fees are cumulative. Go to www.townofjackson.com/200/Planning and select the relevant application type for the fees.

☐ **Notarized Letter of Authorization.** A notarized letter of consent from the landowner is required if the applicant is not the owner, or if an agent is applying on behalf of the landowner. Please see the Letter of Authorization template at www.townofjackson.com/DocumentCenter/View/102/Town-Fee-Schedule-PDF.

☒ **Response to Submittal Requirements.** The submittal requirements can be found on the TOJ website for the specific application. If a pre-application conference is required, the submittal requirements will be provided to applicant at the conference. The submittal requirements are at www.townofjackson.com/200/Planning under the relevant application type.

Note: Information provided by the applicant or other review agencies during the planning process may identify other requirements that were not evident at the time of application submittal or a Pre-Application Conference, if held. Staff may request additional materials during review as needed to determine compliance with the LDRs.

Under penalty of perjury, I hereby certify that I have read this application and associated checklists 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 Teton County to enter upon the above-mentioned property during normal business hours, after making a reasonable effort to contact the owner/applicant prior to entering.

Lee S. Lucas

Signature of Property Owner or Authorized Applicant/Agent

Lee S. Lucas

Name Printed

3-26-19

Date

Pres. of General Partne
Title

of the Roderick P. & Joyce I. Lucas Family
Limited Partnership

Lee Lucas

Planning Permit Application



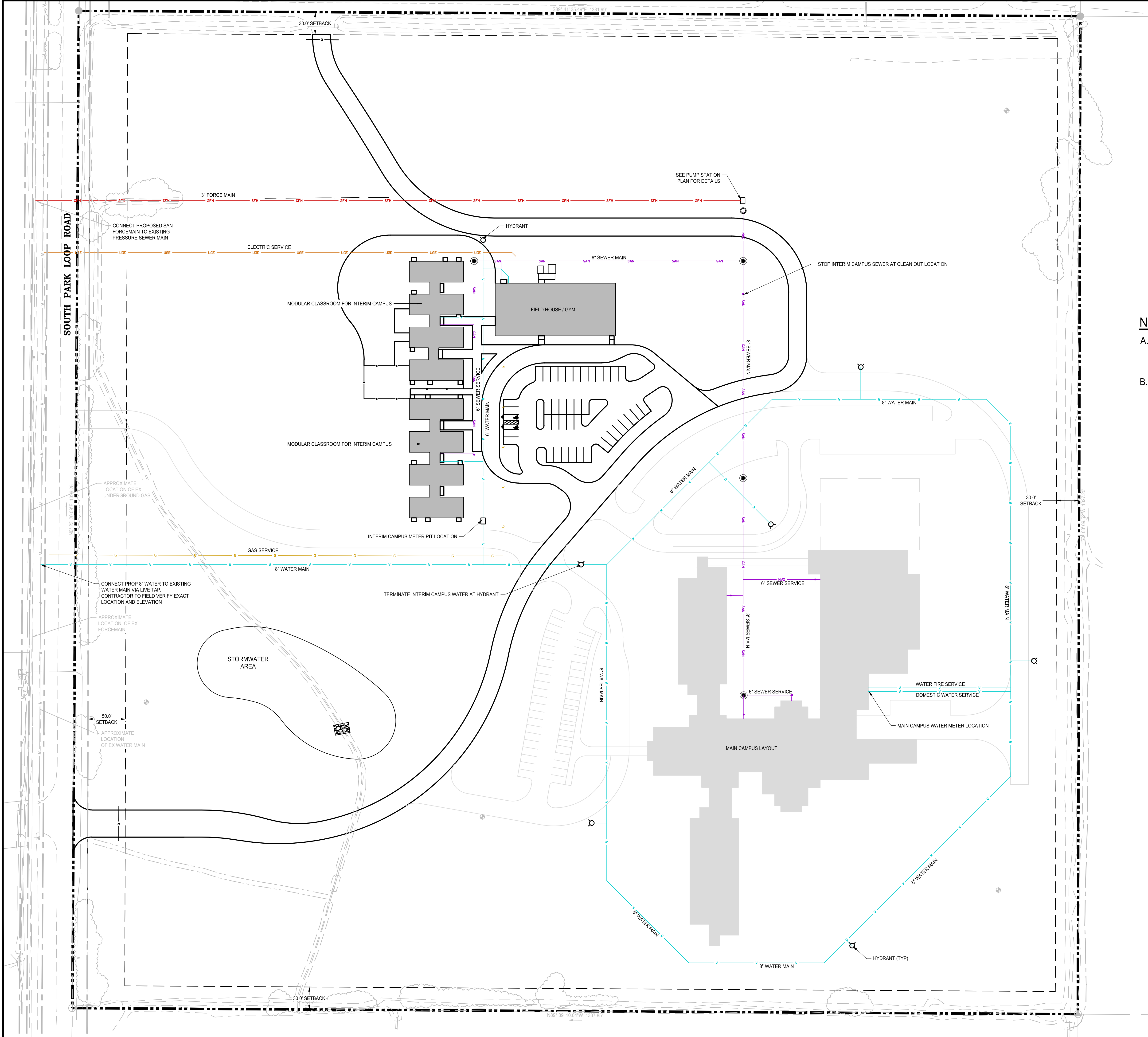
Jackson Hole Classical Academy – Utility Connections

The proposed project is to construct a non-profit private school at 2500 South Park Loop Road in Teton County, Wyoming.

Jackson Hole Classical Academy (JHCA) has served families in the area since 2011. During this time, enrollment has grown to over 100 students, and 612 student-years of instruction have been provided. Anticipating future enrollment growth, the school plans to build a new facility on land adjacent to the site of Jackson Hole's first-ever school, built in 1896. The selling family, fifth-generation ranchers, are pleased to see the property restored to its historic use.

The proposed new JHCA campus will be built to accommodate a total of 265 students and 40 faculty members. A performing arts auditorium, a potential future addition to the school, is included in the proposal to assure adequate utility capacity. The water and sewer demand for the campus have been calculated based upon the peak demands of the proposed occupancies. Water will be provided using an 8-inch tap of the existing 12-inch water main that runs along the west side of South Park Loop Road. The sewer will be provided using an on-site private gravity system that feeds to a private lift station that ultimately discharges into the existing 6-inch force main located along the west side of South Park Loop Road. Additional information on the proposed systems have been included with this application.

Division 7.7, Required Utilities, in the Teton County Land Development Regulations, requires that an applicant connect to sanitary sewer and provide adequate connections if a public sewer system is located within 500 feet of the subject property. The proposed school is within 500 feet of an existing 6-inch force main and an existing 12-inch water main.

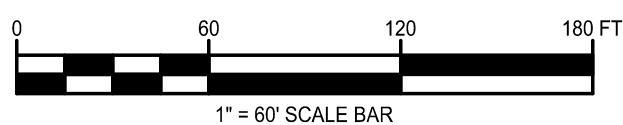
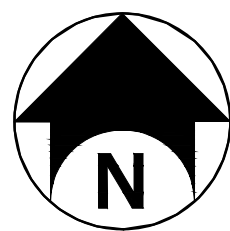


UTILITY LEGEND:

	RIPRAP
	STORM SEWER
	YARD BASIN
	CATCH BASIN
	STORM MANHOLE
	HYDRANT
	VALVE/CURB BOX
	P.I.V.
	WATER MAIN
	SANITARY SEWER
	SANITARY FORCEMAIN
	SANITARY SEWER MANHOLE
	CLEANOUT
	ELECTRIC
	GAS

NOTES:

- IRRIGATION FOR MAIN CAMPUS TO BE PROVIDED BY PRIVATE WELL. NO IRRIGATION IS PLANNED FOR THE INTERIM CAMPUS
- MAIN CAMPUS LAYOUT SHOWN FOR UTILITY OVERVIEW PURPOSES ONLY (LOOPED WATER MAIN, METER LOCATION, SEWER LAYOUT). BUILDING, PARKING, AND ACCESS DRIVES WILL BE FINALIZED DURING MAIN CAMPUS DESIGN.



Jackson Hole Classical Academy

Jackson, WY



Bergmann Associates, Architects, Engineers,
Landscape Architects & Surveyors, D.P.C.
7050 West Saginaw Hwy.
Suite 200
Lansing, MI 48917

office: 517.272.9835
fax: 517.272.9836

www.bergmannpc.com

DATE	DESCRIPTION
02/19/2019	50% REVIEW

Not For Construction

Copyright © Bergmann Associates, Architects, Engineers,
Landscape Architects & Surveyors, D.P.C.

Project Manager: A. GOSCHKA	Checked By: R. BLASEY, PE
Designed By: A. NODARSE	Drawn By: A. NODARSE
Date Issued: -	Project Number: 12260.08

UTILITY PLAN

Drawing Number:

C110



For: Brian Lenz
Town of Jackson - Public Works

Date: March 29th, 2019

Jackson Hole Classical Academy (JHCA) is proposing to install a new 8" waterline to provide domestic and fire flow to the entire school campus. The proposed waterline will be installed, operated, and maintained by the school as the line is proposed to be private. The waterline will be built to Town of Jackson standards. The proposed 8-inch line will be connected to the existing 12-inch line that runs parallel along the west side of South Park Loop Road within the right of way. The proposed connection is approximately 400 feet north of the existing 3 Creeks Drive.

As part of the design, Bergmann worked with Jorgenson Associates to model the existing system to determine the size of the proposed connection. Jorgenson used their existing model of the Town of Jackson's water system as well as updating nearby hydrant flows with field tested data. The result of the report has been included with this submission of your review. Based on the proposed water demands and the capacity of the existing system, it was determined that an 8-inch water main connection is sufficient to meet the required demands.

A brief description of the design criteria is listed below:

Existing Conditions

- 12inch water main on west side of South Park Loop Road
- Hydrant flow tests from 09/06/18
 - o FH#1: Cottonwood 94 psi
 - o FH#2: Red House 98 psi
 - o FH#3: 3C Main 3-221 106 psi
 - o FH#4 3C Main 3-187 112 psi
 - o FH#5 3C Main 3-188 114 psi
- The model static pressure at the JHCA connection point was 94.4 psi.

Proposed Conditions (JHCA)

1. One 8-inch water connection
2. Internal loop around the campus for fire protection
3. One-meter location with the meter located in a meter pit.
4. Fire hydrant locations spaced accordingly to provide appropriate fire protection
5. Proposed Water Demands:
 - Average domestic water flow: 20 GPM
 - Maximum domestic flow: 9360 GPD
 - Average day: 8 hours
 - Peak Domestic flow: 170 GPM (based on fixture count)
 - Fire Demand: 300 GPM



For: Brian Lenz
Town of Jackson - Public Works

Date: March 29th, 2019

Jackson Hole Classical Academy (JHCA) is proposing to install a new sewer lift station to provide sewer service to their proposed school located along South Park Loop Road across from 3 Creeks. The lift station will be a private system that is owned, maintained and operated by the school. The lift station will be designed to accommodate the full school buildout and operations. The final discharge of the JHCA lift station will connect to the existing 6" force main that serves the 3 Creeks development on the west side of South Park Loop Road which, in turn, discharges to the existing 8-inch gravity sanitary sewer near Cottonwood Park (please refer to the attached Exhibit drawing describing an overview of the system). A similar connection to a water main will be made with the appropriate back flow connections on both the JHCA line and the 3 Creeks line.

The JHCA sanitary sewer system design meets all the Wyoming Department of Environmental Quality design standards. Because of the anticipated disparity in hours of operation and peak flows, the proposed JHCA sanitary system design will operate in coordination with the existing 3 Creeks lift station to ensure that velocities within the proposed and existing force mains will be between 2.5 and 5 feet per second, and that the capacity of the downstream sanitary sewer will not be compromised.

Conversely, the proposed JHCA lift station could be designed to operate independently from the 3 Creeks lift station, but this would theoretically result in a significant decrease in the proposed JHCA pump cycle time and would increase the opportunity to create stagnant wastewater.

A brief description of the design criteria is listed below:

Existing Conditions

- Existing 3 Creeks Lift Station Pumps are duplex 40hp pumps that operate in series and are capable of delivering the following:
 - o Flow Rate: 320 GPM
 - o Total Dynamic Head: 145 feet
- Existing Force Main Size: 6 inch CL150 C900 PVC
- Existing Force Main Length: 10,800 feet
- Downstream Discharge to: 8-inch sanitary sewer in Cottonwood Park
 - o Existing Rim Elevation: Approximately 6111.50
 - o Existing Invert Elevation: Approximately 6107.50

Proposed Conditions (JHCA)

1. Sewer Demand (see attached worksheet)
 - Average domestic sanitary sewer flow: 9360 GPD
 - Average day: 8 hours
 - Peaking factor: 4
 - Peak Sanitary flow: 80 GPM
2. Sewer Lift Station Design (see attached worksheet)
 - 6 foot diameter manhole wet well
 - Force main size: 3 inches (3.63 ft/s)
 - Force Main Length: 500 feet
 - Downstream Discharge to: Existing 6-inch Force Main
 - i. Existing Invert Elevation: Approximately: 6077.50
 - ii. Remaining 6" Force Main to travel: 6,100 feet
 - Static head: 43 feet
 - FM head Loss Lift station to connection: 10 feet
 - FM head Loss Connection to Man Hole: 4 feet
 - *Total Head loss: (43+10+4=57 feet)*
 - *Potential pump size: 3 hp (See Attached pump curve)*
 - *Proposed lift station will include:*
 - i. *Duplex pumps operating in series*
 - ii. *Capable of delivering 80 gpm at 60 feet Total Dynamic Head*
 - iii. *Wetwell capacity of 423 gallons*
 1. *Reserve capacity of 212 gallons*
 - iv. *Anticipated pump cycle time:*
 1. *Run for 1.51 minutes*
 2. *On every 5.3 minutes*

Project Name: Jackson Hole Classical Academy
Project Number: 12260.01

Date: 3/29/2019
Designed: RFB
Checked: PAF

Type of Facility	Flow Rate Per Person	Flow Rate Per Unit (gal./day)	Persons	Units	Gal./Day
Schools (Per Student)					
Day, w/ gym, cafeteria and showers	15		375	0	5625
ARU's					
2 Bedroom Teacher Housing		280	0	6	1680
3 Bedroom Head Master Residence		390	0	2	780
Auditorium					
Per seat	3		425	0	1275

Proposed Sewer Diameter (in) 8
Sewer Slope (%) 0.4

Capacity = 0.76 CFS
341 GPM

Capacity 341 > Flow 80 okay

Velocity Flowing Full 2.18 CFS

Req Velocity 2.00 < Proposed Velocity 2.18 okay

Average Domestic Water Demand/Sanitary Sewer Flow	9360	GPD	Based on	0%	Water Savings
Average Domestic Water Demand/Sanitary Sewer Flow	20	GPM	Based on	8	hr day
Peak Domestic Water Demand	80	GPM	Based on	4	Peaking Factor
Peak Sanitary Sewer Flow	80	GPM	Based on	4	Peaking Factor



DRAWING TITLE:

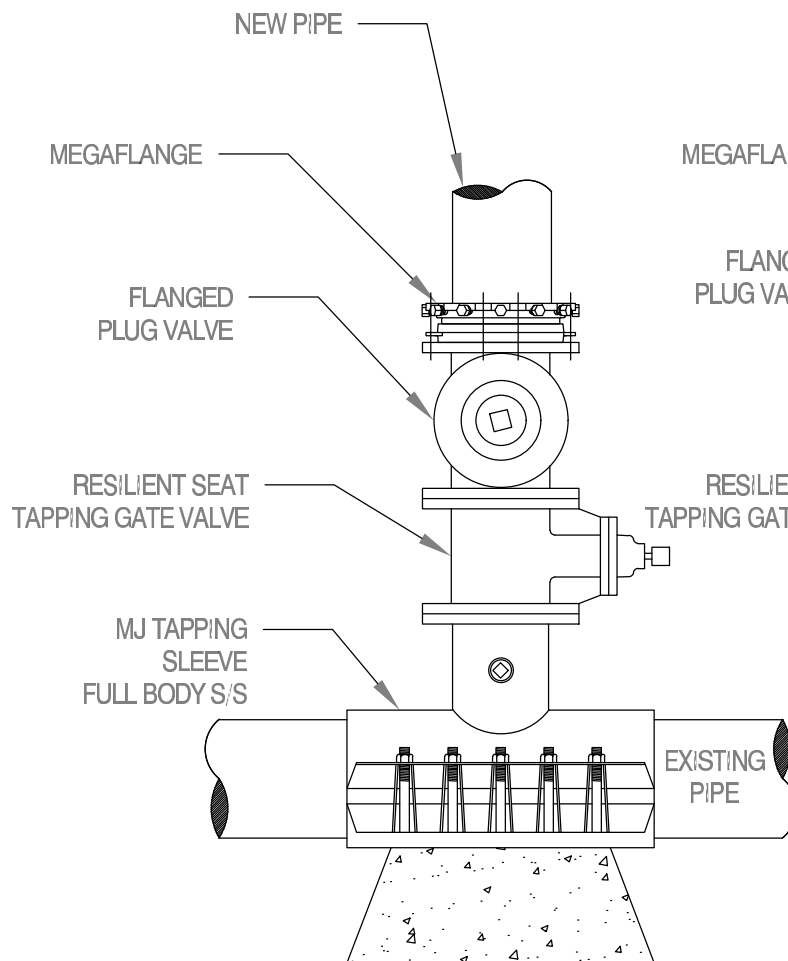
FORCE MAIN CONNECTION DETAILS

BY:
R.BLASEY

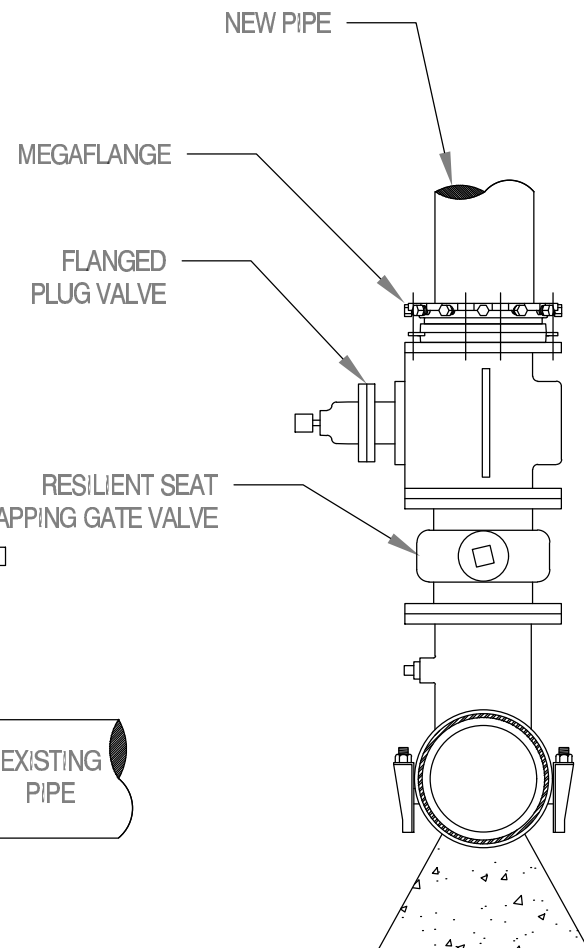
CHK'D BY:
P.FURTAU

DATE:
03/29/2019

SCALE:
1"=1'



PLAN



SECTION



DRAWING TITLE:

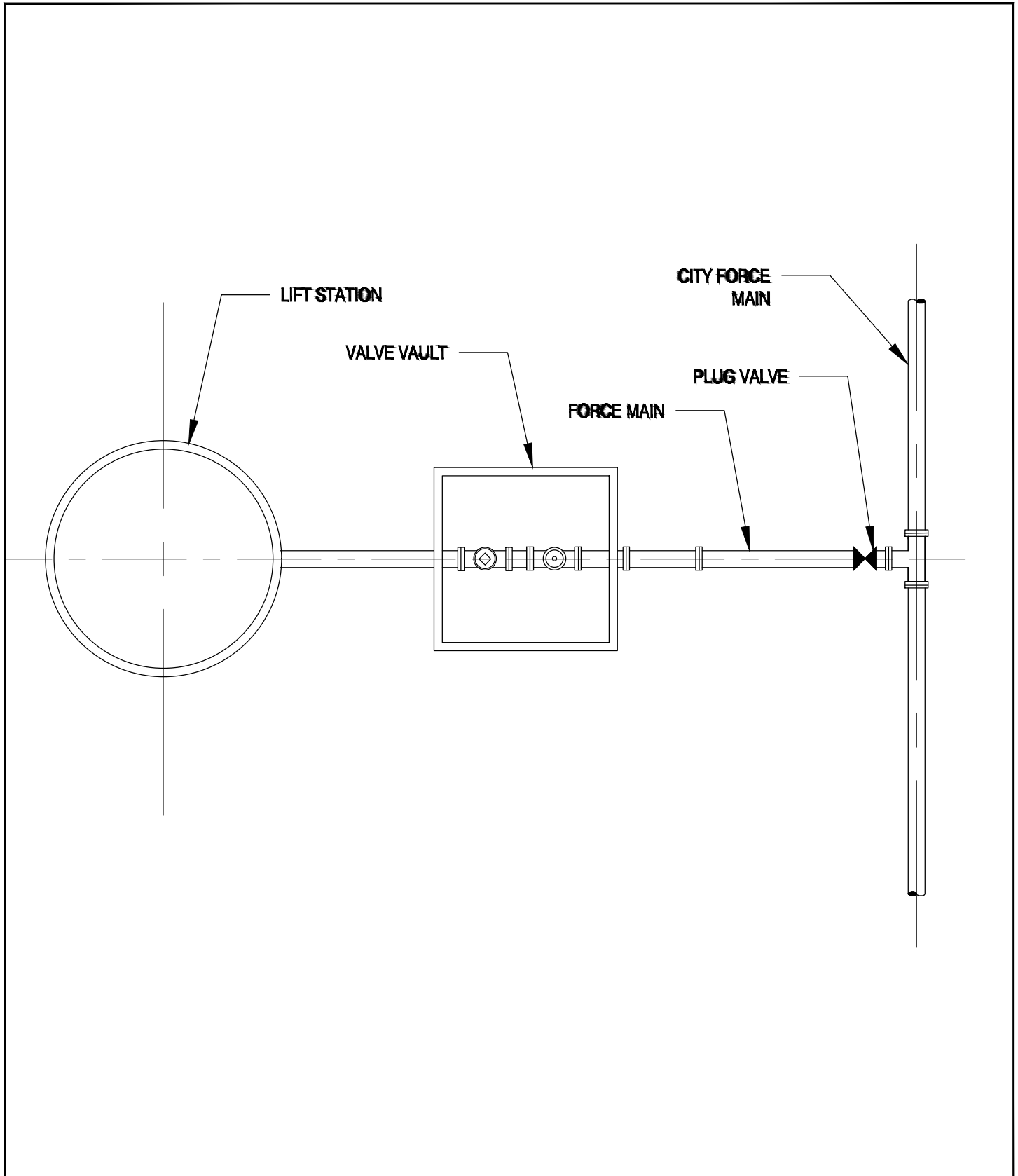
FORCE MAIN CONNECTION DETAILS

BY:
R.BLASEY

CHK'D BY:
P.FURTAU

DATE:
03/29/2019

SCALE:
1"=1'



Jackson Hole Classical Academy

draft WATER MODEL STUDY

JA Project No. 17047.10 BY: AJ

Date: 09/06/2018

WATER SYSTEM STATIC PRESSURE			
Location	Water Model Node	Field Static Pressure (psi)	Model Static Pressure (psi)
FH#1 Cottonwood	J-300	94.0	83.8
FH#2 Red House 3-186	J-405	98.0	89.0
FH#3 3C Main 3-221	J-404	106.0	94.2
FH#4 3C Maint 3-187	J-403	112.0	101.1
FH#5 3C South 3-188	J-406	114.0	105.5
JHCA Connection	J-501	N/A	94.4

Note:

Field Measurements taken 2 pm 8/24/2018

WATER SYSTEM SCENARIO #1 - 8" Main		
Demand (gpm)	TOJ MDD Pressure (psi)	Auto Fire Flow Pressure (psi)
0	94.4	88.4
650	75.7	65.8
1000	60.2	50.7
1500	38.2	31.5
2000	16.0	7.0

Note:

Based on 8" Main Connection at South Park Loop Road

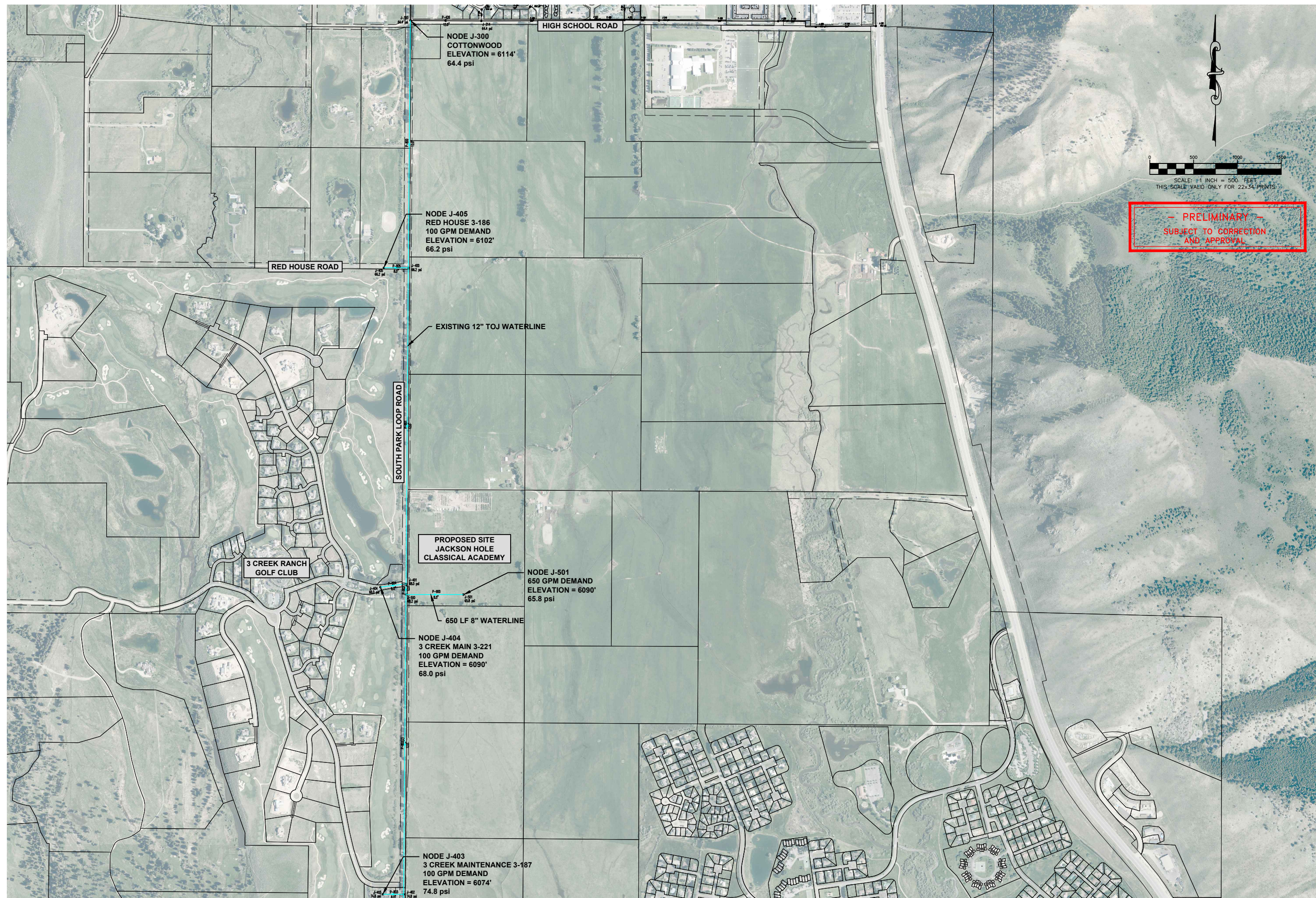
Additional demand modeled at Node J-501 (650' from connection point)

WATER SYSTEM SCENARIO #2 - 10" Main		
Demand (gpm)	TOJ MDD Pressure (psi)	Auto Fire Flow Pressure (psi)
0	94.4	88.4
650	77.3	67.4
1000	63.6	54.1
1500	45.9	38.8
2000	28.4	19.4

Note:

Based on 10" Main Connection at South Park Loop Road

Additional demand modeled at Node J-501 (650' from connection point)



SHEET TITLE:
WATER MODEL EXHIBIT

DRAFTED BY:	AJ
REVIEWED BY:	TK
PLAN VERSION	DATE
Model Exhibit	08/27/2018
PROJECT NUMBER	16101.00
SHEET	1 of 1



For: Brian Lenz
Town of Jackson - Public Works

Date: April 24th, 2019

Jackson Hole Classical Academy (JHCA) is proposing to install a new sewer lift station to provide sewer service to their proposed school located along South Park Loop Road across from 3 Creeks. The lift station will be a private system that is owned, maintained and operated by the school. The lift station will be designed to accommodate the full school buildout and operations. The final discharge of the JHCA lift station will connect to the existing 6" force main that serves the 3 Creeks development on the west side of South Park Loop Road which, in turn, discharges to the existing 8-inch gravity sanitary sewer near Cottonwood Park (please refer to the attached Exhibit drawing describing an overview of the system). A similar connection to a water main will be made with the appropriate back flow connections on both the JHCA line and the 3 Creeks line.

The JHCA sanitary sewer system design meets all the Wyoming Department of Environmental Quality design standards. Because of the anticipated disparity in hours of operation and peak flows, the proposed JHCA sanitary system design will operate in coordination with the existing 3 Creeks lift station to ensure that velocities within the proposed and existing force mains will be between 2.5 and 5 feet per second, and that the capacity of the downstream sanitary sewer will not be compromised.

Conversely, the proposed JHCA lift station could be designed to operate independently from the 3 Creeks lift station, but this would theoretically result in a significant decrease in the proposed JHCA pump cycle time and would increase the opportunity to create stagnant wastewater.

A brief description of the design criteria is listed below:

Existing Conditions

- Existing 3 Creeks Lift Station Pumps are duplex 40hp pumps that operate in series and are capable of delivering the following:
 - o Flow Rate: 320 GPM
 - o Total Dynamic Head: 145 feet
- Existing Force Main Size: 6 inch CL150 C900 PVC
- Existing Force Main Length: 10,800 feet
- Downstream Discharge to: 8-inch sanitary sewer in Cottonwood Park
 - o Existing Rim Elevation: Approximately 6111.50
 - o Existing Invert Elevation: Approximately 6107.50



Proposed Conditions (JHCA)

Sewer Capacity Calculations based on Current Wyoming Department of Environmental Quality -Chapter 25: Septic Tanks, Soil Absorption Systems and Other Small Wastewater Systems, Table 2 -Non-Residential Wastewater Design Flow Rates (Effective Date 07/32/2012-07/27/2016)

1. Sewer Demand (see attached worksheet)
 - Average domestic sanitary sewer flow: 8235 GPD
 - Average day: 8 hours
 - Peaking factor: 4
 - Peak Sanitary flow: 104 GPM
2. Sewer Lift Station Design (see attached worksheet)
 - 5 foot diameter manhole wet well
 - Force main size: 4 inches (2.66 ft/s)
 - Force Main Length: 1000 feet
 - Downstream Discharge to: Existing 6-inch Force Main
 - i. Existing Invert Elevation: Approximately: 6077.50
 - ii. Remaining 6" Force Main to travel: 6,100 feet
 - Static head: 40 feet
 - FM head Loss Lift station to connection: 8 feet
 - FM head Loss Connection to Man Hole: 8 feet
 - *Total Head loss: (40+8+8=56 feet)*
 - *Potential pump size: 3 hp (See Attached pump curve)*
 - *Proposed lift station will include:*
 - i. *Duplex pumps operating in series*
 - ii. *Capable of delivering 72 gpm at 56 feet Total Dynamic Head*
 - iii. *Wetwell capacity of 294 gallons*
 1. *Reserve capacity of 147 gallons*
 - iv. *Anticipated pump cycle time:*
 1. *Run for 2.8 minutes*
 2. *On every 2.8 minutes*

Project Name: Jackson Hole Classical Academy
 Project Number: 12260.01
 Based on Chapter 25 Wyoming DEQ (07/31/2012-07/27/2016)

Date: 4/24/2019
 Designed: RFB
 Checked: PAF

Type of Facility	Flow Rate Per Person	Flow Rate Per Unit (gal./day)	Persons	Units	Gal./Day
Schools (Per Student)					
Day, w/ gym, cafeteria and showers	25		300	0	7500
ARU's					
2 Bedroom Teacher Housing		280	0	6	1680
3 Bedroom Head Master Residence		390	0	2	780
Auditorium					
Per seat	5		425	0	2125

Proposed Sewer Diameter (in) 8
 Sewer Slope (%) 0.4

Capacity = 0.76 CFS
 341 GPM

Capacity 341 > Flow 104 okay

Velocity Flowing Full 2.18 CFS

Req Velocity 2.00 < Proposed Velocity 2.18 okay

Average Domestic Water Demand/Sanitary Sewer Flow	12085	GPD	Based on	0%	Water Savings
Average Domestic Water Demand/Sanitary Sewer Flow	26	GPM	Based on	8	hr day
Peak Domestic Water Demand	104	GPM	Based on	4	Peaking Factor
Peak Sanitary Sewer Flow	104	GPM	Based on	4	Peaking Factor



Project:
Jackson Hole Classical Academy
Teton County, Wyoming
Total Build-Out
City of Jackson

Project No. 102260.01
Date: 4/24/2019
By: RFB
Checked:
Sheet: 1 of 2

TITLE: **Sewer Lift Station Design**

Determine Sanitary Sewer Flow Stanards based on Occupancy - From Attached Sheet

Average Domestic Sanitary Sewer Flow = 12,085 GPD

Average Domestic Sanitary Sewer Flow = 26 GPM

Peak Sanitary Sewer Flow = 104 GPM

Size Lift Station Basin

Assume:

Size float region to 2X GPM MAX

Wet well (below equalization zone): 12"

Override/lag pump kick on 4" above alarm

Computations:

Use 5 ft diameter manhole

$$\text{depth} = \frac{2 \times Q_{\max} (0.13368 \frac{\text{cf}}{\text{gal}})}{\pi r^2}$$

depth = 1.42 ft/min
16.99 in/min

Determine Pump off Elevation

Known Values

Rim elevation = 6087.50 ft

Inlet Invert Elevation = 6071.70 ft

Capacity above override float = 2 ft

Override/lag pump kick on above alarm = 0.333 ft

Pump off elevation = 6067.95 ft

Wet well depth = 2.00 ft

Depth of basin = 6065.95 ft



Project:
Jackson Hole Classical Academy
Teton County, Wyoming
Total Build-Out

Project No. 102260.01
Date: 4/24/2019
By: RFB
Checked:
Sheet: 2 of 2

TITLE:

Pump sizing

Determine Total Head Loss

Know Elevations:

Outlet Invert Elevation = Inlet Elevation 6071.70 ft
Rim elevation to manhole downstream= 6111.50 ft
Depth of Submersable to site in = 2.00 ft
Bottom of Lift Station Elevation = 6065.95 ft

Assumptions

Depth below rim elevation FM enters MH = 4.00 ft
Size of Force Main 4.00 in
Check Sewer Velocity in Forcemain 2.66 fps

Calculations

Total Elevation Difference = 39.55 ft
Use = 40.00 ft

Total Elevation Loss in Pipe =
Total length of 4" proposed Force Main = 1000.00 ft
Total head loss per worksheet = 8.00 ft

Total Elevation Loss in Pipe =
Total length of existing 6" Force Main = 6100.00 ft
Total head loss per worksheet = 8.00 ft

Total Elevation Loss in Pipe =

Total Head Loss = Elev diff + Pipe head loss =
56.00 ft



TOWN OF JACKSON

AGENDA DOCUMENTATION

SUBMITTING DEPARTMENT: Public Works

PRESENTER: Floren Poliseo

MEETING DATE: June 3, 2019

SUBJECT: Grant application for Creative Placemaking at PARKing Day

STATEMENT/PURPOSE

The purpose of this item is for the Town Council to review and approve a grant application from the Public Art Administrator to the Wyoming Business Council to support the creative placemaking on PARKing Day.

Activities funded by this grant will be tested during PARKing Day and used to inform activities that will be coordinated with Town of Jackson Public Works and Jackson/Teton County Pathways to mitigate the summer 2020 Center Street water main project.

BACKGROUND/ALTERNATIVES

PARKing Day is an annual event in September where communities across the globe hijack a few parking spaces for the day to create miniature parks and other interactive spaces as opportunities to create social interaction where it wouldn't typically exist.

"Placemaking" is the reinventing of public spaces by communities to strengthen the connection between people and the places they share. It is a collaborative process that facilitates creative patterns of use, paying particular attention to the physical, cultural, and social identities that define a place and support its ongoing evolution. Placemaking creates great places that offer sociability, uses/activities, comfort/image, and access/linkages.

The Wyoming Business Council offers Placemaking Grants to help facilitate effective placemaking in communities throughout the state. Funding is limited with a rolling application process, first-come-first-served.

Jackson Hole Public Art (JHPA) was founded in 2010, with initial fiscal sponsorship by the Cultural Council of Jackson Hole and the Community Foundation of Jackson Hole. Jackson Hole Public Art received 501(c)3 status in 2012. The non-profit organization's goals include: 1) enhancing public space by integrating art that celebrates our unique environment and cultural heritage; 2) facilitating "creative placemaking" partnerships with civic and private entities for the development of engaging public space; 3) providing opportunities for youth, emerging and professional artists; and 4) enhancing access, understanding and investment in arts and culture infrastructure.

In 2010/11 Jackson Public Art worked with a volunteer group of community stakeholders to develop the Town of Jackson Public Art Guidelines, which were approved by the Mayor and Town Council in 2012.

"These Public Art Guidelines have been prepared to assist the Town in the creation of inspiring public space designed to enhance the quality of the pedestrian experience. These Guidelines will increase public access to the art of our time and enhance the meaning of public space by encouraging projects that demonstrate a connection to our cultural and environmental heritage." - Town of Jackson Public Art Guidelines

Public art animates public and private spaces, rejuvenates structures and streetscapes, improves local business viability and public safety, and brings diverse people together to celebrate our unique environment and cultural heritage.

“The Town supports Creative Placemaking efforts to involve partners from public, private, nonprofit, and community sectors to strategically shape the physical and social character of our community around arts and cultural activities.” - Town of Jackson Public Art Guidelines

The Jackson/Teton County Comprehensive Plan also includes multiple sections that call for the integration of public art into CIPs and the Plan calls for a strategy to appoint a Public Art Task Force, which the Mayor and Town Council did in 2013. Carrie Geraci coordinates the monthly meetings of the Public Art Task Force which provides systemic review of public art projects in Jackson, and has been serving as the Town of Jackson Public Art administrator since adoption of the guidelines.

Past accomplishments of the public art program include major installations at the Home Ranch Welcome Center, Museum underpass on North Highway 89 pathway, Willow Grove in downtown Jackson, and the Town Enclosure Pavilion at the Center for the Arts. Filament Mind in Teton County Library received national recognition from the Americans For the Arts’ Public Art Network, and the Public Art and Placemaking Toolkit for Rural Communities, a how-to guide developed by JHPA, also has received national recognition. As a leading presenter of public artist-driven projects in Jackson Hole, JHPA also strives to develop temporary exhibitions that can positively impact tourism. JHPA has been praised by state arts funders and is considered one of Teton County’s high quality art programs.

The Town of Jackson Public Art Guidelines also state that the coordinator “*identify and secure possible funding partners where appropriate.*” JHPA has been very successful raising private funds to supplement funds the Town and/or County dedicate to public art by writing grants and soliciting private donations. For example, JHPA has leveraged the North Cache art budget of \$15,000 into a budget of over \$65,000; raised an additional \$15,000 for the Home Ranch Welcome center installation, and \$3,500 for North Highway 89; and secured the entire \$200,000 budget for Willow Grove for the 5-Way intersection. With advanced planning and additional operating support for its work, JHPA can further leverage town and county investments in art with private funding.

The 2019/2020 Annual Public Art Plan includes the Town supporting the Center Street Construction Mitigation Project. JHPA has been hired by the Town to meet with stakeholders to develop Creative Placemaking concepts and a budget to mitigate the negative impacts on local businesses during the Center Street water main construction during summer 2020. The plan includes cost-effective mitigation work that will be tested in advance, including at PARKing Day this fall, in order to evaluate what works to integrate into the 2020 project construction schedule. The PAT, Town DRT, Pathways Task Force, Chamber of Commerce, History Museum, and National Museum of Wildlife Art have contributed to this plan and in general support conducting creative placemaking work to test concepts in advance of more sophisticated placemaking events or permanent improvements.

Staff and JHPA hope to apply for this grant funding to help offset the costs associated with the PARKing Day installations, which will test out concepts that may be implemented at a larger scale during the Center Street water main construction next summer, and would otherwise not be included in PARKing Day.

Alternatives for Council consideration:

1. Approve grant application submittal to help offset a portion of costs associated with the PARKing Day pilot placemaking installations.
2. Postpone a decision/approval to a future date.
3. No action.
4. Reject grant application submittal.
5. Other direction from Council.

The Public Art Task Force proposes projects that directly support the community vision outlined in the Comprehensive, Transportation, and Housing Plans adopted by the community and reference criteria listed in the Town of Jackson Public Art Guidelines. As part of this placemaking effort, public art creates Community Character, directly supports the quality design of public spaces, brings pedestrian vitality to the downtown, and adds interest to pathways -- all strategies called out in the Comprehensive Plan. Public art also follows a robust community engagement process. The PARKing Day installations this grant helps cover directly support or are called for in the policies listed below.

The Comprehensive Plan calls for quality public spaces that include the integration of design professionals and public art in Policies: 3.2.e, 4.4.a, 4.4.b. Pedestrian amenities are called for in several policies including Policy 4.2.c. Specific policies that address public art in the Comprehensive Plan as it relates to the PARKing Day placemaking are listed below.

Policy 3.2.e: Promote quality public spaces in Complete Neighborhoods

Public spaces are the building blocks of vital Complete Neighborhoods. The Town and County will promote public spaces and civic facilities that are interesting, memorable, and reinforce the desired sense of community within Complete Neighborhoods. Integrating fine arts professionals in the design of projects will be encouraged in order to create unique and visually engaging public spaces—including sidewalks and walkways, parks, outdoor squares, landscaped areas and public art.

Policy 4.2.c: Create vibrant walkable mixed use Subareas

Complete streets that focus on alternative modes of transportation will be important to the enhancement of Town mixed use subareas. The primary objective in downtown Jackson will be to enhance pedestrian amenities and connectivity to support a vibrant and walkable downtown core. To achieve this goal, Town will encourage public gathering places in both public and private developments in the downtown area. Building design should complement the pedestrian experience with uses that engage people along sidewalks and streets. Public spaces within these subareas may take the form of parks, streetscape amenities and/or public/semi-public spaces provided by private property owners.

Policy 4.2.e: Protect the image and function of Town Square

Town Square is Jackson's major tourism draw and can be described as the "heart of the heart". As such, it is the area that evokes the greatest amount of sentiment and concern regarding architecture, scale and character. This area will be subject to the highest level of design standards, particularly for block faces on the Town Square. A variety of tools will be used to encourage and enhance pedestrian amenities to ensure this district remains the hub of the visitor experience and center of community life into the future.

Policy 4.4.a: Maintain and improve public spaces

Public spaces are the building blocks of a thriving community. Jackson's public spaces and civic facilities should be interesting and memorable, and should reinforce our sense of community. Town will continue to promote high quality design of public spaces, including creating attractive gateways, preserving views, and providing appealing public right-of-way amenities. The integration of fine arts professionals in the design of public spaces will be encouraged to create unique and visually engaging projects. New developments in Town should contribute to quality public spaces—including, but not limited to, pedestrian amenities, parks, outdoor squares, landscaped areas and public art.

STAKEHOLDER ANALYSIS

Stakeholders for the PARKing Day efforts include nearby businesses, Town staff, the community and its visitors, and local artists.

Businesses benefit from PARKing Day installations by having revitalized public spaces that attract customers. Town staff benefit by having the opportunity to work with innovative artists who bring fresh perspectives to community issues, civic design, and community engagement. Artists and creative professionals benefit

through the showcase of their services that support the creation of public art. Residents benefit from an atypical public space that reflects community character and invites social interactions. Local artists benefit by increased exposure and paid opportunities. Families benefit by having access to free art and community gathering opportunities in public spaces.

FISCAL IMPACT

This grant requires matching funds. Town has already committed \$3,000 toward these placemaking planning efforts. No further funding is required from the Town budget for the PARKing Day activities. However, if a placemaking plan is approved for the 2020 Center Street water main project, additional funding may be required to implement the plan.

STAFF IMPACT

Staff has already committed time to Public Art's coordination among stakeholders to this point, and in assisting with preparing this grant application and staff report. Additional staff time may be required to plan for PARKing Day installations, as described in the budget section of the grant application. In the future, if placemaking is approved for the 2020 Center Street water main project, additional staff time from Public Works, Pathways, and Parks & Rec will be required to review the proposed plans and activities, integrate Pathways specific elements (like bike parking) and pedestrian specific elements (like detours/wayfinding), and perform some aspects of installation setup and maintenance.

LEGAL REVIEW

Legal Department has not reviewed this staff report, as no legal action is needed at this time.

ATTACHMENTS

Grant application components required by the Wyoming Business Council are listed below. All are included as attachments to this agenda documentation unless otherwise noted.

Project Budget

Project Impact Statement

Visuals

Volunteer Hours (included in Project Budget item above)

Timeline

Power of 10 Exercise

Dot Exercise

Cash Match Verification (letter from Town in progress – Council has already committed \$3,000)

Municipal Support (letter from Town in progress)

Community Support

Regional Support

RECOMMENDATION

Staff recommends submitting this application as it will allow JHPA to test concepts for future implementation, and may help secure additional funding from the Business Council to support future placemaking work on Center Street and other Town prioritized projects.

SUGGESTED MOTION

I move to direct staff to work with the Public Art Administrator to submit the grant application, as presented.

PARKing DAY 2019: Projected Budget		
Income		In-Kind
Wyoming Business Council Placemaking Grant (this request)	\$5,000.00	
Town of Jackson funds for Center Street Mitigation consulting	\$3,000.00	
JH Public Art general funds	\$2,000.00	
Business and Individuall Sponsors (developing)	\$5,000.00	
Corporate Sponsor	\$2,500.00	
Total Income	\$12,500.00	
Expenses		
JHPA staff time over 55 hours @ \$95/hr for staff of 2 to coordinate artists, Town, event, community outreach, reports	\$2,500.00	\$3,500.00
Trishaw Bike Parking for Seniors - pathways		\$1,800.00
Marketing: video, printed maps, social media, newspaper	\$1,500.00	
Street painting/ stenciling on pedestrian areas	\$1,500.00	
Streetscape Design Competition during PARKing Day to generate ideas to implement for Center Street Construction project stipends for prototypes (5@\$500)	\$2,500.00	\$2,500.00
Artist made planters on casters:4 @ \$500 each (includes a 2.5" caliper tree that could be replanted in a park or streetscape)	\$2,000.00	
1-2 Senior specific PARKing Day installations that include mutli-generational activities	\$500.00	\$500.00
PARKing Day installation: 8 custom parking space installations. Stipends of \$250/each. Participants volunteer construction, installation, and event time of approx. 20 hours each.	\$2,000.00	\$8,000.00
Town of Jackson: Public Works street cleaning, closure, signage		\$600.00
JHPA insurance, overhead for one month		\$900.00
Total Expense	\$12,500.00	\$17,800.00
Net	\$0.00	

Project Impact Statement

Changes to the streetscape are often contentious and politically challenging projects. The process from start to finish is riddled with bumps and loud noises, literally and metaphorically. Daily life is disrupted and often, local businesses suffer.

With the Center Street water line upgrade happening in 2020, and the presence of other large-scale construction projects in the area (King Street Housing, Center Street Hotel) JH Public Art proposes to beautify and activate Center Street while it is closed to cars during the water line construction with pedestrian scaled streetscape enhancements, installations, and creative promotions designed to bring people downtown and to make their experience as pleasant as possible once there.

In order to better inform a placemaking action plan for 2020, JHPA envisions testing creative placemaking strategies during our upcoming PARKing Day event in September using “lighter, quicker, cheaper” techniques to evaluate what works well at the site.

Impact & Outcome

This creative placemaking project sets several precedents that may have a positive effect on future Town of Jackson projects including the public input process.

This project engages the community in civic planning by giving them temporary installations and amenities to respond to before large investments are made into permanent infrastructure. It also benefits Town staff benefit by providing them with the opportunity to work with innovative artists who bring fresh perspectives to community issues, civic design, and community engagement.

Businesses benefit by having revitalized public spaces that attract customers. Artists, and creative professionals whose services support the creation of public art (landscape architects, engineers, electricians, architects) benefit from increased opportunities to participate in civic planning and gain visibility and valuable experience when they do.

Residents benefit by having the opportunity to participate in community planning, and they gain well-designed public space that reflects community character and invite social interactions, generate community pride, and help us learn about the world around us.

How We Got Here

JH Public Art conducted stakeholder interviews with the following groups: the Town DRT, Public Works, Pathways Task Force, Public Art Task Force, Age Friendly JH, Senior Center, JH Historical Museum Director, Art Association Director, and Chamber of Commerce staff.

Key issues identified by stakeholders

- Parking
- ADA sidewalk access, lack of ADA parking
- Attracting shoppers during construction
- Wayfinding - including communications with foreign visitors
- Community Outreach coordination to explain need for construction, timeline
- Existing planning regulations that may inhibit creative placemaking
- Noise and dirt mitigation
- Need for beautification
- Need for community engagement opportunities especially for creative professionals

Concepts

- Improve alleys with art and cleaning, and promote them as alternate walking routes
- Design maps for local businesses to distribute that highlight walking routes, alternative transportation, and restrooms
- Paint street to allow for pedestrians to use the street as a walkway and expand pedestrian crossings
- Temporarily relax regulation on food trucks, signage, sidewalk sales
- Tactical installations: café seating, screened seating areas, moveable parklettes and planters, Historical Museum display installed on construction fencing, educational displays for kids, viewing gaps in construction fencing, portable stage, interactive participatory art displays
- Build temporary ADA accessible sidewalk access for Center Street
- Overhead lighting or suspended artwork
- Host a Streetscape Design Competition during PARKing Day to generate ideas to implement next year
- Increase ADA/Accessible parking around square
- Improve alternative transportation services to/from Town Square: micro transit, bike share and bike taxis, increase bike parking, add protected bike lanes

Next Steps

JHPA meet with Town staff to fine-tune concepts and finalize a budget. JHPA will assist with preparing, submitting, and managing grants to supplement the project budget. Test select ideas during PARKing Day and refine plans for 2020 based on input gathered during PARKing Day.

About JH Public Art

JH Public Art is well suited to oversee these activities. They have coordinated public art projects ranging in scale from \$500 – \$300,000. They are expert at engaging the community, working with artists and creative professionals, and have produced multiple one-day street events. Their philosophy is to develop temporary installations and creative placemaking exercise to test public input on improvements to public spaces before permanent investments are made.

Center Street
Water Line Improvement
Construction Mitigation
Proposal
Town of Jackson

**IF YOU BUILD IT,
THEY WILL COME**

FIELD OF DREAMS



Jackson Hole Public Art
PO Box 4413
Jackson, WY 83001

307.734.9026
carrie@jhpublicart.org
www.jhpublicart.org

“Creative placemaking is when partners from public, private, non-profit, and community sectors strategically shape the physical and social character of a neighborhood, town, city, or region around arts and cultural activities.”

Gadwa and Markusen



“METHODS

Lighter, Quicker, Cheaper

“There is growing momentum to get “back to the basics” of what makes cities thrive. Many of the most effective and immediate solutions are lighter, quicker, and cheaper than traditional top-down approaches to improving cities. The quality of a public space has always been best defined by the people who use it. The growing success of ‘**Lighter, Quicker, Cheaper**’ (LQC) projects all over the world is proof that expensive and labor-intensive initiatives are not the only, or even the most effective, ways to bring energy and life into a community’s public space. One of the greatest advantages of LQC is the ability to create and test a project immediately and with direct community involvement.” *Project For Public Spaces*



Changes to the streetscape are often contentious and politically challenging projects. The process from start to finish is riddled with bumps and loud noises, literally and metaphorically. Daily life is disrupted and often, local businesses suffer.

With the Center Street sewer line upgrade on the horizon, and the presence of other large-scale construction projects in the area (King Street Housing, Center Street Hotel) JH Public Art proposes to beautify and activate Center Street while it is closed to cars during the water line construction. We will coordinate pedestrian scaled streetscape enhancements, installations, and creative promotions designed to bring people downtown and to make their experience as pleasant as possible once there.

JHPA envisions a “lighter, quicker, cheaper” approach to this work and recommends testing temporary concepts this fall of 2019 in order to evaluate what works to integrate into the construction work in 2020.

This creative placemaking project harnesses the power of art to engage the community and transform an eyesore into an interesting experience.

Issues identified by stakeholders:

- Parking
- ADA sidewalk access, lack of ADA parking
- Attracting shoppers during construction
- Moving pedestrians safely - including communications with foreign visitors
- Community Outreach coordination to explain need for construction, timeline
- Existing planning regulations that may inhibit creative placemaking
- Noise and dirt mitigation
- Street painting/ stenciling
- Streetscape Design Competition during PARKing Day to generate ideas to implement

Stakeholder Interviews

The following staff and groups were interviewed: the Town DRT, Public Works, Pathways Task Force, Public Art Task Force, JH Historical Museum Director, Art Association Director, and Chamber of Commerce staff.

Next Steps

JHPA meet with Town staff to fine-tune concepts and finalize a budget. JHPA will assist with preparing, submitting, and managing grants to supplement the project budget. Test select ideas during PARKing Day.

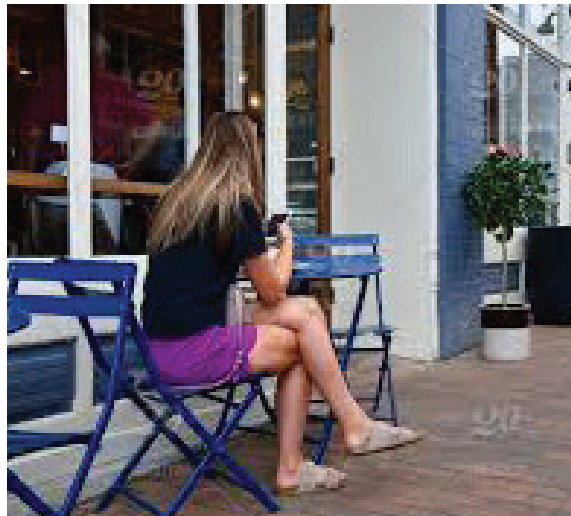
Public Art is a destination driver, increases pedestrian vitality, and supports ease of wayfinding.

- Street Painting
- Inflatables
- Suspended artworks
- Interactive Art



Tactical installations and amenities make public spaces attractive to pedestrians:

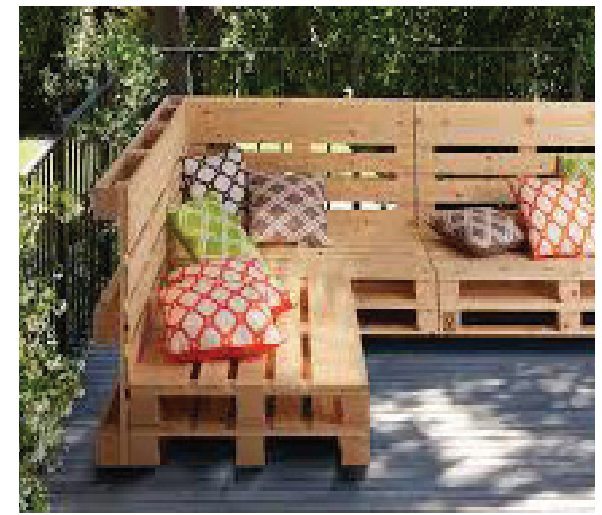
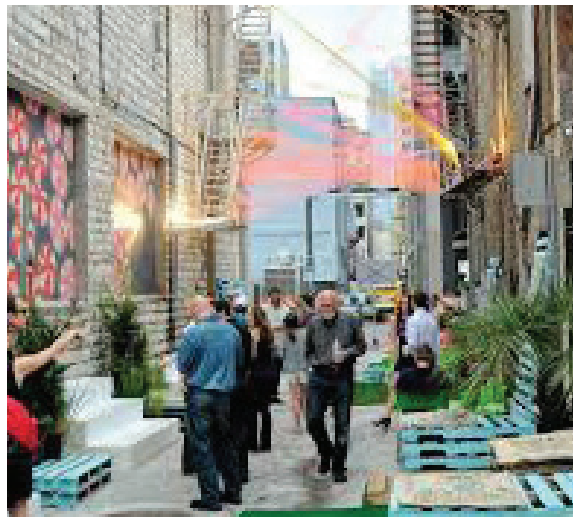
- Café seating
- Screened seating areas
- Potable stage
- Planters
- Firepits/ heating elements
- Games: chess, ping pong



**Construction fencing
is a display space for
museums and artists.**



**Art in alleys makes them
safe and inviting places
to walk and gather.**



Alternative transportation and amenities welcome all ages and abilities:

- ADA accessible sidewalk on Center Street
- Increase visibility of crosswalks
- Cycling without Age Trishaws
- Bike taxis
- Bike parking (including Trishaws)
- Temporary protected bike lanes
- Downtowner (demo)





INSPIRATION EVERYWHERE

JHPUBLICART.ORG

Center Street Construction Mitigation Plan

[illegible]

Power of 10 Exercise Collective Stakeholder Responses

The following data has been collected from meetings with: Public Art Task Force, Pathways Task Force, Age Friendly JH, the Town DRT, Public Works, JH Historical Museum Director, Art Association Director, and Chamber of Commerce staff. In some cases Google Earth images of Center Street were shown and the following Power of Ten Exercise questions were asked. Below are the average and collected responses to this exercise sourced from stakeholder discussions.

Things that make a great place have 4 commonalities:

They are accessible and well connected to other important places in the area.
They are comfortable and project a good image.
They attract people to participate in activities there.
They are sociable environments in which people want to gather and visit repeatedly.

5 things you can already do on Center Street:

1. Shop (gallery, clothing, window, other)
2. Dine
3. Stroll
4. Park
5. Markets (Farmer's) and special events

5 new ideas to improve Center Street short-term / long-term:

Inexpensive short-term improvements

Improve street crossings
Improve boardwalk entrances
Install temporary signage for businesses
Use construction fencing to display museum exhibits
Add seating, planters, heaters
Install public art
Games

Long term improvements

ADA parking
Wayfinding signs
ADA mid block boardwalk entrances

List 5 best places in downtown Jackson near Center Street:

Town Square
Galleries, shopping, restaurants
Public Transportation
Home Ranch Welcome Center
Recreation Center

Miller Park
Center for the Arts
Historical Museum
Children's Museum
Greater Yellowstone Visitor Center

5 new ideas to connect Center Street to near-by great places:

Improve alleys where people walk as secondary routes through Town

Install Age Friendly bike parking (trikes)

Improve crosswalks, ramps for wheelchairs

Murals on buildings and street painting as wayfinding

Add seating, planters, art, and additional wayfinding information

Rate What Makes Center Street Great (0 low – 3 high)

Overall Attractiveness	2
Safety	2
Cleanliness	2
Comfort of seating	0- 1
Visibility from distance	1
Ease of walking	2
Transit Access	2-3
Clarity of Information	na
Mix of stores & services	3
Street Life	2
Evening Use	2
Economic Vitality	3
Number of People in Groups	don't know
Sense of Pride & Ownership	2
Presence of Children & Seniors	don't know

POWER OF TEN DOT EXERCISE

EXISTING AMENITIES

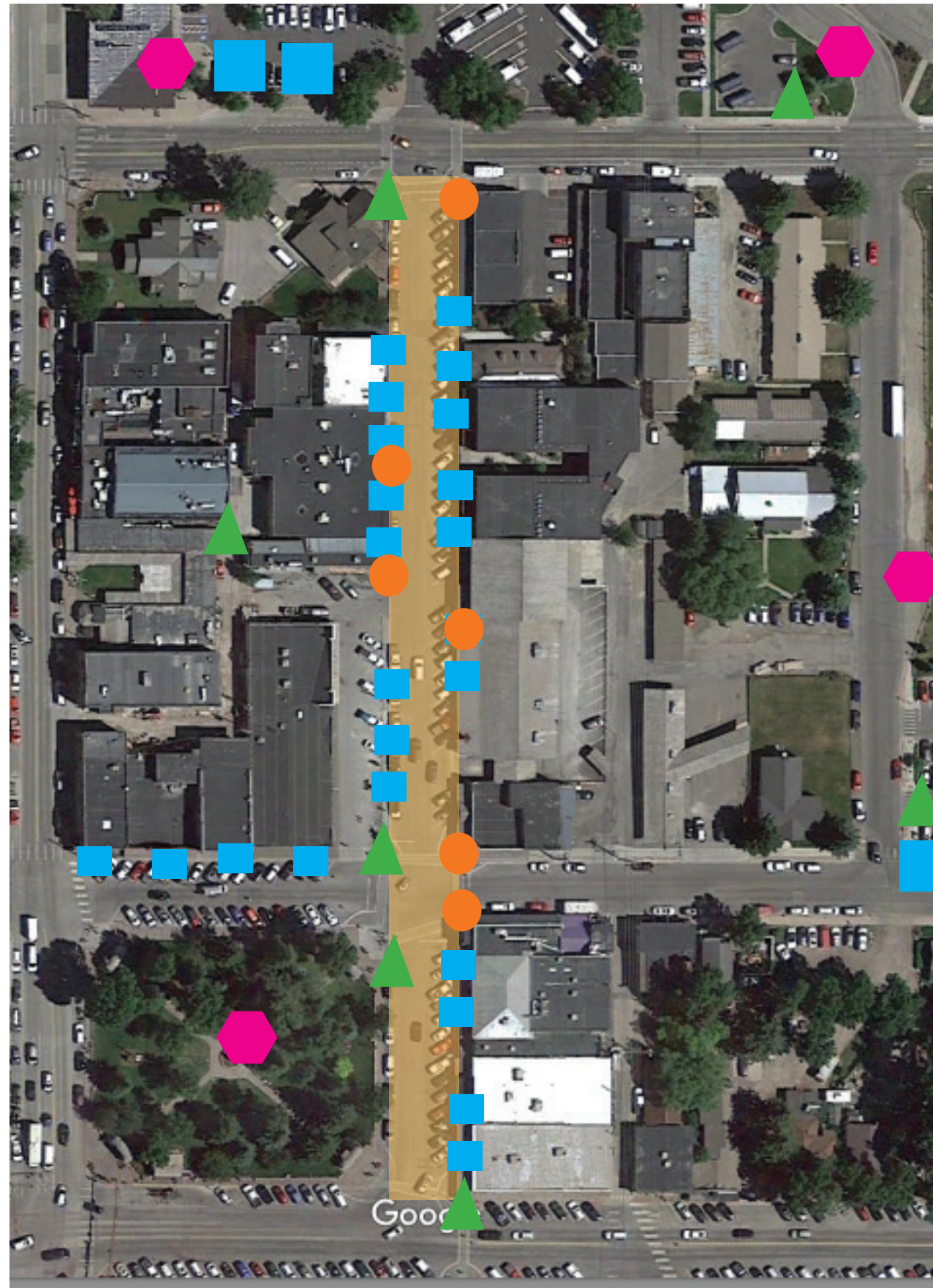
Parking
Restrooms
Shopping
Window Shopping
Dining
Museums
Information
Sculpture
Street Performances, Markets
Banking

5 things you can already do on Center Street:

1. Shop (gallery, clothing, window, other)
2. Dine
3. Stroll
4. Park
5. Markets (Farmer's) and special events

5 best places in downtown Jackson near Center Street:

Town Square
Galleries, shopping, restaurants
Public Transportation
Home Ranch Welcome Center
Recreation Center
Miller Park (off map)
Center for the Arts (off map)
Historical Museum (off map)
Children's Museum
Greater Yellowstone Visitor Center (off map)



Inexpensive short-term improvements

Improve street crossings
Improve boardwalk entrances
Install temporary signage for businesses
Use construction fencing to display museum exhibits
Add seating, planters, heaters
Install public art
Games

Long term improvements

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Install Age Friendly bike parking (trikes)
Improve crosswalks, ramps for wheelchairs
Murals on buildings and street painting as wayfinding
Add seating, planters, art, and additional wayfinding information



Board of Directors:

David Auge (Chair), Jean Day (Vice Chair)
Rick Stuck (Treasurer)
Sheila Sandubrae Davis (Secretary),
Bob Shervin, John A Turner,
Lou Hochheiser, Sara Van Genderen,
Bruce Hawlin

May 30, 2019

Wyoming Business Council
214 West 15th St.
Cheyenne, WY 82002-0240

Dear Wyoming Business Council Panelists,

I would like to express my enthusiastic support for Jackson Hole Public Art and the Town of Jackson in their grant application to develop creative placemaking activities in downtown Jackson. The Town of Jackson, Jackson Community Pathways, and JH Public Art have solicited input from Age Friendly Jackson Hole on their placemaking activities so they can be inclusive of people with all abilities. We hope that by testing temporary improvements and creative amenities designed for seniors and people with mobility challenges the Town will be encouraged to make permanent mobility improvements to Center Street.

JH Public Art and Jackson Hole Community Pathways will be visiting the Senior Center to further solicit input on ways to make the downtown more inviting for seniors and will test some of these ideas during this year's PARKing Day.

As Director of the Senior Center and co-chair of Age Friendly Jackson Hole we welcome public art and creative placemaking efforts that are inclusive of our seniors who benefit greatly from social interaction. We applaud this effort and hope the Wyoming Business Council will support this grant application to test new placemaking strategies to make the downtown welcoming to seniors and people of all abilities.

Becky Zaist
Executive Director, Senior Center
Co-Chair Age Friendly Jackson Hole

830 E Hansen Ave
PO Box 4677, Jackson, WY 83001
(307)733-7300, fax (307)733-2254
www.seniorcenterjh.org

Carrie Geraci
JH Public Art Director

Carrie;

The Town of Jackson is involved in a water line construction project that will affect the Town Square next year. The Town is being proactive in preparation for the disruption that will include rerouting of pedestrian paths and regular traffic patterns.

Many quality ideas have already been offered and Jackson could greatly benefit from the Placemaking Process while prioritizing the concepts to diminish the negatives of this necessary construction/upgrade.

Elaina Zempel
Western Regional Director
520 Topaz, Suite 110-B
Kemmerer, WY 83101



TOWN OF JACKSON

AGENDA DOCUMENTATION

SUBMITTING DEPARTMENT: Administration

PRESENTER: Roxanne Robinson

MEETING DATE: June 3, 2019

SUBJECT: 2019 WAM Resolutions

STATEMENT/PURPOSE

For the Town Council to consider supporting specific resolutions that have been proposed for the support of the Wyoming Association of Municipalities (WAM) during the next legislative process.

BACKGROUND/ALTERNATIVES

WAM gives each municipality the opportunity to participate in creating legislative policies by submitting proposed resolutions for the 2019 WAM Summer Convention which will be held in Sheridan, June 12-14, 2019. During the Summer Convention, the WAM Board of Directors reviews the proposed resolutions passed by the WAM membership as a basis to set Legislative priorities for the coming year.

The Wyoming Association of Municipalities mission is to advocate for cities' and towns' common interest and provide educational opportunities for our members.

The attached WAM resolutions will be considered at the convention and staff is requesting Council direction on which resolutions to support from our community. A quick breakdown is as follows with brief staff notes:

- 19-01 Thanking Sheridan for Hosting Convention
Self Explanatory – Recommend Support
- 19-02 Lien Authority for Past Due Utility Bills
Seems reasonable – Recommend Support
- 19-03 PILT for State Owned Properties
The Town doesn't currently collect property taxes but seems reasonable to support other communities collecting property taxes so that they can obtain the equivalent from PILT for those that are tax exempt.
Recommend Support
- 19-04 Air Service
Staff has no strong feelings on this issue.
- 19-05 State Wide Anti-Discrimination Legislation
Recommend Support
- 19-06 Financial Independence
Recommend Support
- 19-07 Municipal Storm Water Enterprise Funds
Staff's understanding is that this would make it easier to establish a stormwater enterprise fund and this is something Jackson is interested in. Recommend Support.
- 19-08 State of Wyoming Insurance Plan
For other municipalities that are not self funded, this may be a really good option for them. Recommend Support
- 19-09 State of Wyoming Insurance Plan
Appears to be the WAM version of the Riverton version noted in 19-08. Recommend Support
- 19-10 Supporting Stormwater Utility
Appears to be the WAM version similar to Laramie's version in 19-07. Recommend Support

19-11 State Wide Anti-Discrimination Legislation

Appears to be the WAM version similar to Laramie's version in 19-05. Recommend Support

19-12 Sales Tax Collection Errors

Staff takes no position on this one.

COMPREHENSIVE PLAN ALIGNMENT

The resolutions related to stormwater utilities are in direct alignment with Common Value 1, Section 1, Principle 1.2 Preserve and enhance water and air quality. Collecting and treating stormwater is an environmental initiative that is critical to our vision from the comp plan as well as our mission and purpose in the organization. Financial independence and the ability to tax locally is in direct alignment with Section 8 and the ability to provide core services in our communities. Policy 7.1.g calls for a permanent funding source for transportation and Policy 5.4.3 calls for a permanent funding source for housing.

FISCAL IMPACT There would be no fiscal impact to the Town of Jackson.

STAFF IMPACT There would be no additional staff impact to the Town of Jackson.

LEGAL REVIEW None.

ATTACHMENTS 19 proposed resolutions.

SUGGESTED MOTION

I move that the Jackson Town Council supports the following Resolution(s) at the WAM Summer Convention – Resolution(s) #19-____

WAM RESOLUTION NO. 19-01

A RESOLUTION OF THE WYOMING ASSOCIATION OF MUNICIPALITIES RELATING TO THE 64th ANNUAL CONVENTION IN SHERIDAN, WYOMING, JUNE 2019

WHEREAS, the 2019 Annual Convention of the Wyoming Association of Municipalities (WAM) on June 12-14, in Sheridan, Wyoming has proven to be an outstanding session focusing on the education of elected officials and municipal staff members and enhancing the tools available to them in order to provide the best service to their communities; and

WHEREAS, the success of this Convention is due in large measure to the generous contribution of time, effort and resources on the part of the staff and elected officials from the City of Sheridann, Town of Clearmont, Town of Ranchester, and the Town of Dayton and sponsors who hosted, planned, and arranged logistics and activities of the 2019 WAM Annual Convention.

NOW, THEREFORE, BE IT RESOLVED by the Wyoming Association of Municipalities on this 13th day of June 2019 in Sheridan, Wyoming that the Association gratefully extends its appreciation to every person and organization in Sheridan and with the City of Sheridan who devoted time, effort and resources in the planning, arranging, providing and presenting of the programs and activities of the 64th Annual WAM Convention.

WAM Resolution No. 19-02

A RESOLUTION TO CREATE UTILITY AND OTHER MUNICIPAL SERVICES LIEN AUTHORITY FOR MUNICIPALITIES AND JOINT POWERS BOARDS

WHEREAS, municipalities in Wyoming have become aware of problems relating to the ability of the municipalities and joint powers boards to collect past due utility and other municipal service bills; and

WHEREAS, the current law of the State of Wyoming allows irrigation districts, water and other improvement districts to create liens under the right circumstances or have statutorily been granted automatic and perpetual liens under certain circumstances; and

WHEREAS, there is nothing similar to the creation of a lien found in zoning regulations or any other powers granted to a municipality or joint powers board in current state laws of the State of Wyoming;

NOW, THEREFORE, BE IT RESOLVED that the Town of Ranchester supports such legislation as may be necessary to provide authority to a municipality or joint powers board to create a lien arising from past due bills for public utilities and other municipal services necessary to correct hazardous conditions.

PASSED, APPROVED AND ADOPTED THIS 19th day of March, 2019.

Peter B. Clark
Mayor

WAM RESOLUTION NO. 19-03

A RESOLUTION SUPPORTING PILT (PAYMENT IN LIEU OF TAXES) FOR STATE-OWNED PROPERTIES

WHEREAS, cities and towns receive most of their revenue to provide basic governmental services such as police and fire protection from sales tax and property tax; and,

WHEREAS, all state-owned properties are tax exempt and therefore not required to pay property tax or sales tax; and,

WHEREAS, in multiple communities across Wyoming, state agencies own and operate considerable property that require basic city services; and,

WHEREAS, Payment in Lieu of Taxes (PILT) to local municipalities is a federal and nationwide practice which replaces lost revenue and allows municipalities to serve all their residents and property owners with basic services;

NOW THEREFORE, BE IT RESOLVED THAT THE CITY COUNCIL OF LARAMIE, WYOMING, HEREBY RESOLVES: Section 1. That WAM should present legislation during the 2020 Wyoming legislative session establishing a PILT program for state owned properties.

PASSED AND APPROVED THIS 2nd day of April 2019.

Joe Shumway
Mayor and President of the Laramie City Council

Attest:

Nancy Bartholomew, City Clerk

WAM RESOLUTION NO. 19-04

A RESOLUTION SUPPORTING LOCAL AIR SERVICE AS ESSENTIAL TO WYOMING'S PROSPERITY

WHEREAS, local air service that provides connections to major cities is a critical component of a thriving economy; and,

WHEREAS, Wyoming's rural nature makes traditional private air service very difficult to sustain; and,

WHEREAS, during the 2019 Legislative Session, a bill was passed which provides money to aid airports across Wyoming in sustaining their air service, but essentially excludes Essential Air Service airports; and,

WHEREAS, the continued funding of air enhancement programs, including providing funding for EAS airports is critical to the future of Wyoming cities and towns;

NOW THEREFORE, BE IT RESOLVED that the City Council of Laramie, Wyoming, hereby Resolves: Section 1: That WAM should work during the 2020 Legislative Session to continue funding for Wyoming airports and develop air enhancement opportunities for EAS eligible airports.

PASSED AND APPROVED THIS 2nd day of April 2019.

Joe Shumway
Mayor and President of the Laramie City Council

Attest:

Nancy Bartholomew, City Clerk

WAM RESOLUTION NO. 19-05

A RESOLUTION SUPPORTING STATE WIDE ANTI-DISCRIMINATION LEGISLATION

WHEREAS, diversity is necessary for any thriving city or town; and,

WHEREAS, discrimination still occurs on the basis of race, color, religion, national origin, sex, pregnancy, gender identity, age, sexual orientation family status, veteran status, disability and marital status; and,

WHEREAS, there are no state statutes protecting against discrimination based on sexual orientation and gender identity; and,

WHEREAS, a commitment to diversity and the creation of a community welcoming to all which will enhance our local economies, encourage a positive forward-thinking environment that will help attract and retain businesses; and,

NOW THEREFORE, BE IT RESOLVED that the City of Laramie, Wyoming, Hereby Resolves:
Section 1: That WAM should encourage and support state wide anti-discrimination legislation, prohibiting discrimination based on perceived sexual orientation or gender identity in housing, employment and public accommodations.

PASSED AND APPROVED THIS 2nd day of April 2019.

Joe Shumway
Mayor and President of the Laramie City Council

Attest:

Nancy Bartholomew, City Clerk

WAM RESOLUTION NO. 19-06

A RESOLUTION SUPPORTING GREATER FINANCIAL INDEPENDENCE AND AUTHORITY FOR WYOMING CITIES AND TOWNS

WHEREAS, Wyoming's ninety-nine (99) cities and towns are responsible to provide basic and essential services like safe streets, police protection and fire suppression for sixty-nine percent (69%) of all Wyoming residents who reside in those communities; and,

WHEREAS, the State of Wyoming does not grant local taxation authority to municipal governing bodies sufficient to empower these elected officials to provide consistent services required by city and town residents; and,

WHEREAS, numerous reports at the national, state and local level substantiate that Wyoming municipalities have the *least* local fiscal authority and the absolute *lowest* local revenue generating capacity of any of the 50 States; and,

WHEREAS, the taxation system established by States directly affects the overall economic vitality of the State and can either drive, or suppress, economic prosperity; and,

WHEREAS, because municipalities are not allowed local taxation authority, State government has directly appropriated funding to cities and towns but, this historical practice is not sustainable for Wyoming's long-term future.

WHEREAS, to ensure a sustainable financial future with economic prosperity generated locally and throughout Wyoming for both current and future generations of Wyomingites, Wyoming must consider implementing the *Principles of High-Quality State Revenue Systems* as they pertain to State-to-local government relationships and recommended by the National Conference of State Legislatures, among other national and state agencies.

NOW THEREFORE, BE IT RESOLVED that the City Council of Laramie, Wyoming, Hereby Resolves: Section 1. To incorporate the foregoing recitals and make them part of this resolution by reference, and; Section 2. To request that the State of Wyoming empower municipalities to raise sufficient revenues to meet the needs of residents by granting to their governing bodies all of the three key elements of local taxation authority including

- a) authority to directly levy taxes,
- b) control of the local rate of taxation, and
- c) authority to allocate local tax revenue to municipal purposes and services.

PASSED, APPROVED, AND SUBMITTED this 2nd day of April 2019.

Joe Shumway
Mayor and President of City Council of Laramie

Attest: Nancy Bartholomew, City Clerk

WAM RESOLUTION NO. 19-07

A RESOLUTION SUPPORTING MUNICIPAL STORM WATER ENTERPRISE FUNDS

WHEREAS, the majority of Wyoming residents live in cities and towns and rely upon their municipal governments for essential surface water drainage and utility infrastructure that keeps the public safe and protects both public and private properties from damage from storm water run-off; and,

WHEREAS, Wyoming statutes do not authorize cities to create storm water enterprise funds for operation of storm water drainage systems and, consequently, there are millions of dollars of unmet financing needs for surface water drainage within the City of Laramie.

NOW THEREFORE, BE IT RESOLVED THAT THE CITY COUNCIL OF LARAMIE, WYOMING, HEREBY RESOLVES: **Section 1.** To incorporate the foregoing recitals and make them part of this resolution by reference, and; **Section 2.** To request that the State of Wyoming authorize cities and towns to establish and operate surface water drainage systems as public utility services and make available by statute similar financing options as are provided for potable water and sanitary sewer utilities; and, **Section 3.** To request the State of Wyoming allow municipal governing bodies to establish user fees to support financial operations of surface water drainage systems.

PASSED, APPROVED, AND RESPECTFULLY SUBMITTED this 2nd day of April 2019.

Joe Shumway
Mayor and President of the Laramie City Council

Attest:

Nancy Bartholomew, City Clerk

WAM RESOLUTION NO. 19-08

A RESOLUTION PRESENTED TO THE WYOMING ASSOCIATION OF MUNICIPALITIES SUPPORTING A REVISION TO THE WYOMING STATE STATUTES PROVIDING THE OPTION FOR MUNICIPALITIES TO PARTICIPATE IN THE STATE OF WYOMING INSURANCE PROGRAMS.

WHEREAS, in order for municipal governments in the State of Wyoming to be competitive, municipal employers strive to offer their employees the best health insurance options; and

WHEREAS, cities and towns commonly pay a percentage of health insurance premiums as a benefit to the employee; and

WHEREAS, Wyoming State Statutes 9-3-201 through 9-3-218 currently allow employees of the State of Wyoming, its political subdivision, and school districts to obtain group health insurance; and

WHEREAS, the governing body of the City of Riverton recognizes the potential value of the health insurance programs offered by the State of Wyoming as provided to other political subdivisions and school districts;

NOW, THEREFORE, BE IT RESOLVED that the City of Riverton does hereby request the Wyoming Association of Municipalities support changes to Title 9, Article 2 of Wyoming State Statutes to include the option for municipalities to elect insurances as otherwise provided to other entities included in Article 2 of Title 9 for health, dental, vision, life, accident, and/or hospitalization through the State's health insurance program.

PASSED, APPROVED, AND ADOPTED THIS 16th day of April 2019.

CITY OF RIVERTON

By: _____
Richard P. Gard, Mayor

ATTEST:

Kristin S. Watson, City Clerk/Human Resource Director

WAM RESOLUTION NO. 19-09

A RESOLUTION SUPPORTING A REVISION TO THE WYOMING STATE STATUTES PROVIDING THE OPTION FOR MUNICIPALITIES TO PARTICIPATE IN THE STATE OF WYOMING INSURANCE PROGRAMS

WHEREAS, in order for municipal governments in the State of Wyoming to be competitive, municipal employees strive to offer employees the best health insurance options; and

WHEREAS, cities and towns commonly pay a percentage of health insurance premiums as a benefit to the employee; and

WHEREAS, Wyoming State Statutes 9-3-201 through 9-3-218 currently allow employees of the State of Wyoming, its political subdivision, and school districts to obtain group health insurance; and

WHEREAS, cities and towns recognize the potential value of the health insurance programs offered by the State of Wyoming as provided to other political subdivisions and school districts;

NOW, THEREFORE, BE IT RESOLVED, that the Wyoming Association of Municipalities support changes to Title 9, Chapter 3, Article 2 of Wyoming State Statutes to include the option for municipalities to elect insurances as otherwise provided to other entities included in Article 2, Chapter 3 of Title 9 for health, dental, vision, life, accident, and /or hospitalization through the State's health insurance program.

PASSED, APPROVED AND ADOPTED this day of June, 2019.

President

WAM RESOLUTION NO. 19-10

A RESOLUTION SUPPORTING A STORMWATER UTILITY

WHEREAS, the majority of Wyoming residents live in cities and towns and rely upon their municipal governments for essential surface water drainage and utility infrastructure that keeps the public safe and protects both public and private properties from damage from storm water run-off; and

WHEREAS, Wyoming statutes do not authorize cities to create storm water enterprise funds for operation of storm water drainage systems and, consequently, there are millions of dollars of unmet financing needs for surface water drainage within many Wyoming cities and towns.

NOW, THEREFORE, BE IT RESOLVED, that the Wyoming Association of Municipalities requests that the State of Wyoming authorize cities and towns to establish and operate surface water drainage systems as public utility services and make available by statute similar financing options as are provided for potable water and sanitary sewer utilities; and that the State of Wyoming allow municipal governing bodies to establish user fees to support financial operations of surface water drainage systems.

PASSED, APPROVED AND ADOPTED this day of June, 2019.

President

WAM RESOLUTION NO. 19-11

A RESOLUTION SUPPORTING STATEWIDE ANTI-DISCRIMINATION LEGISLATION IN HOUSING AND EMPLOYMENT

WHEREAS, diversity is necessary for any thriving city or town; and

WHEREAS, one of the ENGAGE recommendations in the ENDOW'S Transforming Wyoming Twenty Year Strategy is to enact a statewide non-discrimination law and work to ensure the culture of Wyoming is inclusive to all and;

WHEREAS, discrimination still occurs on the basis of race, color, religion, national origin, sex, pregnancy, gender identity, age, sexual orientation, family status, veteran status, marital status, and disability; and

WHEREAS, a commitment to diversity and the creation of a community welcoming to all which will enhance our local economies, encourage a positive forward- thinking environment that will help attract and retain businesses.

NOW, THEREFORE, BE IT RESOLVED, that the Wyoming Association of Municipalities should encourage and support statewide equality for all of its citizens and pass anti-discrimination legislation, prohibiting discrimination based on race, color, religion, national origin, sex, pregnancy, gender identity, age, sexual orientation, family status, veteran status, marital status, and disability in housing and employment.

PASSED, APPROVED AND ADOPTED this day of June, 2019.

President

WAM RESOLUTION NO. 19-12

**A RESOLUTION REQUIRING VENDORS AND WYOMING DEPARTMENT OF
REVENUE TO SHARE RESPONSIBILITY WITH MUNICIPALITIES AND COUNTIES
FOR SALES TAX COLLECTION ERRORS**

WHEREAS, vendors collect and remit sales tax monthly to the Wyoming Department of Revenue and;

WHEREAS, vendors can receive a credit thereby reducing their sales tax payment if payment is remitted on or before the fifteenth of every month and vendors are penalized for late remittance or payment shortage and;

WHEREAS, the Wyoming Department of Revenue is charged with overseeing sales tax collection and remitting correct amounts to cities, towns, and counties and;

WHEREAS, cities, towns, and counties rely on revenue from sales taxes to provide services to citizens and;

WHEREAS, cities, towns, and counties are dependent on vendors and the Wyoming Department of Revenue for correct sales tax remittance.

THEREFORE, BE IT RESOLVED that the Wyoming Association of Municipalities supports and advocates to the Wyoming Legislature to require vendors and the Wyoming Department of Revenue to bear part of the responsibility for acts and omissions that negatively impact a city, town, or county and pay for part of the remedy for those mistakes that negatively impact a city, town, or county.

PASSED, APPROVED AND ADOPTED this day of June, 2019.

President

WAM RESOLUTION NO. 19-09

A RESOLUTION SUPPORTING A REVISION TO THE WYOMING STATE STATUTES PROVIDING THE OPTION FOR MUNICIPALITIES TO PARTICIPATE IN THE STATE OF WYOMING INSURANCE PROGRAMS

WHEREAS, in order for municipal governments in the State of Wyoming to be competitive, municipal employees strive to offer employees the best health insurance options; and

WHEREAS, cities and towns commonly pay a percentage of health insurance premiums as a benefit to the employee; and

WHEREAS, Wyoming State Statutes 9-3-201 through 9-3-218 currently allow employees of the State of Wyoming, its political subdivision, and school districts to obtain group health insurance; and

WHEREAS, cities and towns recognize the potential value of the health insurance programs offered by the State of Wyoming as provided to other political subdivisions and school districts;

NOW, THEREFORE, BE IT RESOLVED, that the Wyoming Association of Municipalities support changes to Title 9, Chapter 3, Article 2 of Wyoming State Statutes to include the option for municipalities to elect insurances as otherwise provided to other entities included in Article 2, Chapter 3 of Title 9 for health, dental, vision, life, accident, and /or hospitalization through the State's health insurance program.

PASSED, APPROVED AND ADOPTED this day of June, 2019.

President

A RESOLUTION SUPPORTING A STORMWATER UTILITY

WHEREAS, the majority of Wyoming residents live in cities and towns and rely upon their municipal governments for essential surface water drainage and utility infrastructure that keeps the public safe and protects both public and private properties from damage from storm water run-off; and

WHEREAS, Wyoming statutes do not authorize cities to create storm water enterprise funds for operation of storm water drainage systems and, consequently, there are millions of dollars of unmet financing needs for surface water drainage within many Wyoming cities and towns.

NOW, THEREFORE, BE IT RESOLVED, that the Wyoming Association of Municipalities requests that the State of Wyoming authorize cities and towns to establish and operate surface water drainage systems as public utility services and make available by statute similar financing options as are provided for potable water and sanitary sewer utilities; and that the State of Wyoming allow municipal governing bodies to establish user fees to support financial operations of surface water drainage systems.

PASSED, APPROVED AND ADOPTED this xxth day of June, 2019.

President

**A RESOLUTION SUPPORTING STATEWIDE
ANTI-DISCRIMINATION LEGISLATION IN
HOUSING AND EMPLOYMENT**

WHEREAS, diversity is necessary for any thriving city or town ; and

WHEREAS, one of the ENGAGE recommendations in the E D O W ' S Transforming Wyoming Twenty Year Strategy is to enact a statewide non-discrimination law and work to ensure the culture of Wyoming is inclusive to all and;

WHEREAS, discrimination still occurs on the basis of race, color, religion, national origin, sex, pregnancy, gender identity, age, sexual orientation, family status, veteran status, marital status, and disability; and

WHEREAS, a commitment to diversity and the creation of a community welcoming to all which will enhance our local economies, encourage a positive forward-thinking environment that will help attract and retain businesses.

NOW, THEREFORE, BE IT RESOLVED, that the Wyoming Association of Municipalities should encourage and support statewide equality for all of its citizens and pass anti-discrimination legislation, prohibiting discrimination based on race, color, religion, national origin, sex, pregnancy, gender identity, age, sexual orientation, family status, veteran status, marital status, and disability in housing and employment.

PASSED, APPROVED AND ADOPTED this xxth day of June, 2019.

President

**A RESOLUTION REQUIRING VENDORS AND WYOMING
DEPARTMENT OF REVENUE TO SHARE RESPONSIBILITY WITH
MUNICIPALITIES AND COUNTIES FOR SALES TAX COLLECTION
ERRORS**

WHEREAS, vendors collect and remit sales tax monthly to the Wyoming Department of Revenue and;

WHEREAS, vendors can receive a credit thereby reducing their sales tax payment if payment is remitted on or before the fifteenth of every month and vendors are penalized for late remittance or payment shortage and;

WHEREAS, the Wyoming Department of Revenue is charged with overseeing sales tax collection and remitting correct amounts to cities, towns, and counties and;

WHEREAS, cities, towns, and counties rely on revenue from sales taxes to provide services to citizens and;

WHEREAS, cities, towns, and counties are dependent on vendors and the Wyoming Department of Revenue for correct sales tax remittance.

THEREFORE, BE IT RESOLVED that the Wyoming Association of Municipalities supports and advocates to the Wyoming Legislature to require vendors and the Wyoming Department of Revenue to bear part of the responsibility for acts and omissions that negatively impact a city, town, or county and pay for part of the remedy for those mistakes that negatively impact a city, town, or county.

PASSED, APPROVED AND ADOPTED this xxth day of June, 2019.

President

MEMORANDUM

TO: Mayor and Town Council

FR: Larry Pardee, Town Manager

DT: June 3, 2019

RE: Town Manager's Report

Recent Successful Alcohol Compliance Checks

On Monday, May 27th Jackson Police Officers completed 14 alcohol compliance checks with zero failures. Each establishment was given a reward sticker to place on their liquor license certificate.

2019 WAM Convention

The 2019 Wyoming Association of Municipalities (WAM) Convention will be held in Sheridan, Wyoming on June 12-14. Hailey Levinson will be attending this conference along with several staff members. Anyone interested in attending can contact Roxanne Robinson or Carl Pelletier for registration assistance.