

Special Town Council Meeting
August 19, 2021
10:00 am
via Zoom and Swagit
Chair: Vice Mayor Arne Jorgensen

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

I. ZOOM LINK FOR PUBLIC PARTICIPATION

- A. To join, click the link or copy to your browser: <https://us02web.zoom.us/j/86558863032?pwd=UENBRWxzUFVJS3pCZkxNWtiTkZkUT09>
If the link does not work, join at [zoom.com](https://zoom.us) with Webinar ID **865 5886 3032** Password: **83001**
or join by phone **1 253 215 8782** with Webinar ID **865 5886 3032** and Passcode **83001**

II. CALL TO ORDER AND ROLL CALL

III. DISCUSSION/ACTION ITEMS

- A. Planning Commission/Board of Adjustment Interviews

10:00am John Hoover

10:15am Christie Schutt

10:30am Rachael Stewart

10:45am Thomas Smits

IV. EXECUTIVE SESSION

Recess to executive session to discuss personnel matters in accordance with Wyoming Statute 16-4-405(a)(ii).

V. MATTERS FROM MAYOR AND COUNCIL

VI. ADJOURN

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

STAFF REPORT



Meeting Date:	August 19	Meeting Title:	Town Council Special Meeting
Submitting Department:	Town Administration	Presenter:	Lynsey Lenamond
Agenda Item:	Planning Commission/BOA Appointments	Public Comment:	Yes

Purpose & Policy Considerations.

The purpose of this item is for the Mayor and Town Council to consider appointments to the Planning Commission/Board of Adjustments.

Requested Action.

For the Mayor and Council to conduct interviews and consider appointments to the Planning Commission/Board of Adjustments.

Recommendations.

N/A.

Background.

Three seats currently occupied by William Gale, Thomas, Smits, and Amanda Lawson expired on the Planning Commission/Board of Adjustments on July 31, 2021. Thomas Smits would like to serve another term. The current members and their respective terms are:

1. Abigail Petri through July 31, 2022
2. Anne Schuler through July 31, 2022
3. Katie Wilson through July 31, 2023
4. Wendy Martinez through July 31, 2023

Analysis.

Section 2.40.010 of the Municipal Code relates to the Planning Commission and states, in part, that the Planning Commission *"shall consist of an odd number of not more than 7 members and not less than 3, including a chairman, all to be appointed by the Mayor by and with the advice and consent of the Town Council."*

In addition to Thomas Smits, three new candidates submitted letters of interest to be interviewed for the vacant Board spots. Of these four total candidates, the Mayor and Council could select up to three to fill Board vacancies.

On June 30 and July 7, ads ran advertising three vacancies on the Planning Commission/Board of Adjustments. Letters of interest were accepted through July 14. Staff reached out to the candidates who submitted letters and then worked with them to schedule interviews with the Town Council.

Alternatives (Optional).

1. Council may consent to the Mayor's appointments
2. Make appointments at a later date
3. Direct staff to advertise for additional letters of interest

Comprehensive Plan & Priority Alignment.

Fiscal Impact.

Publishing fees for the vacancy ad amounted to \$492.80.

Staff Impact.

Staff spent approximately 4 hours advertising the openings, speaking with applicants, scheduling the interviews, and preparing a staff report.

Attachments or Links.

None.

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

Mayor: I hereby reappoint Thomas Smits and appoint x and x to the Planning Commission/Board of Adjustments and request a motion from the Council consenting to these appointments.

Council: I move to consent to the Mayor's reappointment of Thomas Smits and appointment of x and x to the Planning Commission/Board of Adjustments.

Or:

Mayor: I hereby appoint x and x and x to the Planning Commission/Board of Adjustments and request a motion from the Council consenting to these appointments.

Council: I move to consent to the Mayor's appointment of x and x and x to the Planning Commission/Board of Adjustments.

July 14, 2021

Dear Town Council Members,

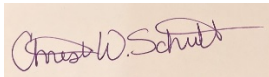
Please accept my application for one of the open seats of the Planning Commission.

My name is Christie Watts Schutt and I have lived in Jackson since 1998. I moved here for “one winter” and fell in love with this quaint town. Over the twenty plus years that I’ve lived here I have seen the town grow and change quite a bit. Some good and some not so good. We live in a special place and that comes with great responsibility. I would like to give back to the community that has given me so much.

I am currently acquiring qualifications to become a certified real estate appraiser with Granite Creek Valuation. I expect to sit for the state test this October and then continue for my commercial appraiser certification. Appraising homes and businesses, for the past year, has given me a unique glimpse into the inner workings of zoning and town planning. I have seen the effects of town planning from both the citizen and the appraiser, qualifying highest and best use. I would like to have a voice in how these two perspectives work together to benefit all members of our community.

I look forward to the opportunity to help build on the enhancements of our existing assets to benefit the community.

Thank you for your consideration,

A handwritten signature in purple ink that reads "Christie W. Schutt". The signature is written in a cursive style and is placed on a light beige rectangular background.

Christie W. Schutt

[REDACTED]
Jackson, WY 83001
[REDACTED]

JOHN THOMAS HOOVER, III, CPA

██████████ / ██████████

Wednesday, July 14, 2021

Town Clerk Lynsey Lenamond
llenamond@jacksonwy.gov
307-733-3932 x113

Dear Lynsey Lenamond,

I'm writing to express interest in the open positions on the Town of Jackson WY Planning Commission / Board of Adjustment. I have over 20 years in the real estate industry as the owner/founder of a commercial real estate development company and would bring a unique perspective of development to the board.

My company has been the primary sponsor in over \$390m of commercial real estate projects in varying states, managing the process from procurement, entitlement through development/construction, marketing/leasing and management of the occupied stabilized asset. Being heavily involved in all aspects of the development cycle and actually owning/operating our completed assets, I have a unique level of real-world experience.

I'd bring the following qualities to The Planning Commission:

- Vast breadth of experience – from land use through operation/ownership of developed asset; understand how very early decisions affect quality and value of experience of finished asset.
- Intimate knowledge of materiality, design and architectural assemblies.
- Perspective from having successfully navigated Land Use regulations of many jurisdictions.

My wife and I have lived full time in the Town of Jackson since 2012, we have a growing family with 2 children, and fully intend on remaining here into retirement.

It would be a privilege to bring my vast experience of development to positively affect the direction of our growing town which is so near and dear to my heart.

Thank you for your consideration.


John T. Hoover, III

JOHN THOMAS HOOVER, III, CPA

EXPERIENCE

Bridger Corp – President & Founder

2000 - Present

Manage consortium of real estate investing, development, construction & property management companies.

- Mixed use retail & residential, midrise builds.
- Operates in 3 time zones; varying stages of entitlement, procurement, development / construction, leasing & management of stabilized assets.
- Designed & developed proprietary web-based accounting / CRM software for construction, leasing and property management.
- Primary Sponsor of projects in excess of \$390m.
 - Market rate townhouses & garden apartments - 350 townhouses and 200 apartments units in Mid-Atlantic region, \$90m valuation
 - Student Housing Projects: \$300m valuation
 - Over 3000 beds in 1st & 2nd tier universities in Mid-Atlantic, Southern & Western regions
 - Current Project (Williamsburg, VA, www.currentmidtown.com) – stabilized Summer21, \$135m valuation.
 - Development pipeline of \$300m over next 5years.

MarketBridge Corp – Controller / CFO

1988 - 2001

Sales, Marketing and IT Consulting company for The Fortune 500

- Managed entire finance and accounting functions.
- Performed financial consulting services to support Sales, Marketing and IT engagements.

Arthur Andersen LLP – Tax Accountant

1996 - 1998

Largest of then the Big 6 Accounting Firms

- Performed tax consulting and compliance services for national real estate concerns.
- Promoted from Staff to Senior Accountant

EDUCATION

B.S. Degree in Accounting & B.S. Degree in Finance

1991 - 1996

University of Maryland at College Park

- Honors Program, Deans List
- Honors Accounting Fraternity (Beta Alpha Psi)
- UMCP Legal Advocate
- GPA 3.6

Certified Public Accountant (CPA) - certified in MD

ACTIVITIES

Adventure travel, skiing/snowboarding, mountaineering, chess, reading, rock climbing

July 14, 2021

To Whom It May Concern:

It has come to my attention that there are upcoming openings on the Town of Jackson Planning Commission and I would like to submit this letter as an application to join the board.

I feel that I am well-suited to provide a valuable perspective on the Planning Commission. As a (nearly) 5-year resident of Jackson, I have come to appreciate the unique benefits and challenges of living in this town.

I am a practicing landscape architect and have been working for a firm here in town that almost exclusively works on projects here in Teton County, both public and private. During this time, I have become intimately familiar with the balancing act that designers, developers, and other stakeholders face as town grows and changes. Progress must be weighed against preservation; historic character must be considered while allowing space for modern methods; personal liberties must be considered in the context of the town as a whole. Taking a methodical and balanced approach to all of the external factors that influence design and planning is not an easy task, but it is one that I feel I would excel at.

Before continuing my career here in Jackson, I worked in other realms of landscape architecture. I spent time designing large scale suburban projects and master plans, learning the intricacies of how neighborhoods come together and how to foster a sense of community through space. I also worked for a period of time at a firm that specialized in urban design, where I was able to explore the challenges of designing for a diverse population and efficiently planning within an existing city framework.

Though my career experience and professional strengths do lend themselves to being a valuable addition to the Planning Commission, I believe my greatest strength and most meaningful contribution is simply my love for the town. I truly enjoy living here and have taken joy in becoming part of the community. I would love to have the opportunity to give something back.

Thank you for your consideration.

Sincerely,

Rachael Stewart

July 14, 2021

Dear Town Council Members,

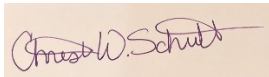
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