

TOWN COUNCIL PROCEEDINGS

June 21, 2021

JACKSON, WYOMING

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

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

STAFF: Larry Pardee, April Norton, Johnny Ziem, Lea Colasuonno, Tyler Sinclair, Roxanne, Robinson, Carl Pelletier, Susan Scarlata, Michelle Weber, Kelly Thompson, Michael Palazzolo, and Lynsey Lenamond.

Mayor Hailey Morton Levinson led those in attendance in the Pledge of Allegiance. New Police Officer Alberto Rojas and new interns Noah Holmes Foster, Edgar Mendoza Perez, Will Dobrowski, and Nancy Marquina Garcia were introduced.

Public Comment. Natalie Hayes and Jess Farr made public comment.

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

A. Meeting Minutes. To approve the meeting minutes as presented for the June 7, 2021 special budget workshop and the June 7, 2021 regular meeting.

B. Disbursements. To approve disbursements as presented. ACE HARDWARE \$31.98; ADVANCED GLASS TRIM, LLC \$600.00; ALLDATA \$1,500.00; AMAZON \$56.28; AMERIGAS \$1,745.96; AMERIWEST WATER SERVICES \$10,117.57; AMSOIL INC \$1,262.25; APEX SAGE INC \$5,370.52; ARZT, VICTORIA \$740.00; AT&T \$1,240.77; BEST BEST & KRIEGER \$749.50; BIG R RANCH & HOME \$759.98; BLUE SPRUCE CLEANERS, INC \$69.75; BMV LLC \$63.54; BRIGGS, ERIC L \$430.68; BRIMEYER, ASHLEY \$310.00; CARQUEST AUTO PARTS INC. \$426.45; CASH \$184.86; CAST \$315.00; CENTURYLINK \$2,966.94; CIVICPLUS \$3,200.00; CONVERGEONE, INC \$45,580.00; CRYSTAL CREEK CAPIAL \$10,368.75; DARKTRACE HOLDINGS LIMITED \$44,640.50; DELL \$37,430.00; DIVISION OF VICTIM SERVICES \$300.00; E.R. OFFICE EXPRESS \$179.78; ENERGY LABORATORIES INC. \$912.00; ENTERSECT \$1,000.00; EVANS CONSTRUCTION INC \$3,972.25; EVOLUTION CONCRETE CUTTING \$510.00; FLEETPRIDE \$3,052.10; FREEDOM MAILING SERVICE INC. \$1,797.20; GILLIG LLC \$6,031.24; GUTIERREZ, ANTONIO \$740.00; HD FOWLER COMPANY \$154.80; HIGH COUNTRY LINEN \$1,034.06; HIRST APPLGATE, LLP \$6,948.06; IDAHO FALLS PETERBILT \$56.04; IMMIGRANT HOPE \$1,250.00; JACKSON ANIMAL HOSPITAL \$165.08; JACKSON CURBSIDE INC. \$1,015.00; JACKSON HOLE CONTRACTING INC \$2,500.00; JACKSON HOLE NEWS & GUIDE \$987.54; JACKSON LUMBER INC \$9.10; JERRY SEINER CHEVROLET, INC. \$120.24; JORGENSEN ASSOCIATES, PC \$13,217.85; KELLERSTRASS ENTERPRISES, INC \$28,815.81; KENWORTH SALES COMPANY DEPT #1 \$327.00; LOWER VALLEY ENERGY INC \$30,951.40; MARQUINA, FRANCISCA \$100.00; METROQUIP INC \$105.89; MILLER SANITATION \$630.00; MOLDEY, MICHAEL \$1,740.00; MSC INDUSTRIAL SUPPLY CO \$523.45; NAPA AUTO PARTS INC. \$1,146.17; NELSON ENGINEERING \$13,586.00; NETSUPPORT INCORPORATED \$1,703.50; ON SIGHT LAND SURVEYORS INC. \$600.00; PERFORM PRINTING INC \$211.35; PREMIER TRUCK- SALT LAKE CITY \$1,522.29; PROCTOR, CJ \$350.00; PROTHMAN \$6,833.33; ROOTED LANDSCAPE ARCHITECTURE \$595.00; ROSS CONCRETE CONST LLC \$4,392.00; RUSCHILL, RUSSELL \$350.00; SCHAEFFER MFG. CO \$1,332.65; SCHMIDL, HEIDI \$48.37; SCHOW'S TRUCK CENTER \$1,552.18; SHERVIN'S INDEPENDENT OIL \$481.00; SHERWIN-WILLIAMS CO. \$36.00; SILVERSTAR \$3,360.90; SIMIC, BRETT \$2,000.00; SNAKE RIVER MEP COMPLETE, INC \$7,400.00; SNAKE RIVER ROASTING \$97.90; SNAKE RIVER SUPPLY, LLC \$20,634.00; SPRING CREEK ANIMAL HOSPITAL \$336.53; ST. JOHN'S CHURCH \$13,125.00; STEPHENS, SAM \$212.00; STEPHENS, SHAWN \$1,023.32; STINKY PRINTS, INC \$42.84; SUNRISE ENVIRONMENTAL \$236.79; SWAGIT PRODUCTIONS, LLC \$3,550.00; TETON COUNTY INMATE FUND \$1,080.00; TETON COUNTY CLERK \$127,352.13; TETON COUNTY PLANNING & BUILDING \$18,882.28; TETON COUNTY PUBLIC HEALTH \$105.00; TETON COUNTY SCHOOL DISTRICT 1 \$78,000.00; TETON COUNTY SHERIFF-DISPATCH \$83,976.91; TETON COUNTY SPECIAL FIRE FUND \$33,163.06; TETON COUNTY-FUND 10 \$10,416.82; TETON COUNTY-FUND 13 \$107,600.21; TETON EXCAVATION LLC \$5,288.50; TETON MOTORS INC \$56,591.82; TETON TRASH REMOVAL, INC. \$47.00; THE AFTERMARKET PARTS COMPANY, LLC \$166.26; THEMADAJA, JAMIE LYNN \$37.00; THOMSON WEST \$902.79; TITLE 22 CONSULTANTS \$526.97; TREFONAS LAW, P.C. \$326.97; UPPER CASE PRINTING INK \$929.60; USA BLUE BOOK \$1,327.54; VISA \$22,941.90; WEBER, MICHELLE \$350.00; WESTBANK SANITATION \$767.15; WESTERN STATE \$37.05; WESTVIEW PATNERS, LLC \$37,438.00; WESTWOOD CURTIS \$426,354.75; WY CHILD SUPPORT ENFORCEMENT \$146.76; WY DEPT OF ENVIROMENAL QUALITY \$13,411.50; WYOMING FINANCIAL INSUANCE, INC \$54.00; WYOMING LAW ENFORCEMENT \$30.00; WYOMING WATER RIGHTS CONSULTING, INC \$4,940.00; XEROX CORPORATION \$373.81; YELLOW IRON EXCAVATION, LLC \$1,045.00

C. May Municipal Court Report. To place the May 2021 Municipal Court Report into the record.

D. Special Event: 4th of July Parade. To approve the special event application made by the Jackson Hole Chamber of Commerce for the annual 4th of July Parade, subject to the conditions and restrictions listed in the staff report.

- E. Bid 21-04: Chip Seal Project.** To approve the award of the 2021 Chip Seal Project to Evans Construction Company, of Jackson, WY in the amount of \$173,999.00, and authorize the Mayor to execute the contract.
- F. Special Event: Old Bill's Fun Run.** To approve the special event application made by the Community Foundation for the 2021 Old Bill's Fun Run, subject to the conditions and restrictions listed in the staff report.
- G. Item P21-116 Temp Sign Permit: Hole Food Rescue.** To approve the temporary banner (P21-116) in conjunction with Hole Food Rescue - Million Pound Party subject to three (3) conditions of approval: 1. The use of the site shall be granted by the property owner. 2. The sign shall not be located on the sidewalks or in the public right of way. 3. The sign is approved for the following location: 105 Buffalo Way, Albertsons during: August 15- August 28, 2021.
- H. BUILD Letter of Agreement with Teton County.** To approve the Letter of Agreement with Teton County (Wyoming) dated June 10, 2021, for hire of a BUILD Grant Administrator, subject to minor changes by the Town Attorney and Town Manager.
- I. P21-108 Water Main Bill of Sale and SIA Agreement.** To approve the Bill of Sale and First Amendment to the Subdivision Improvement Agreement between Rzeko LLC and the Town of Jackson as presented and, upon final approval of the documents by the Town Engineer and Town Attorney, authorize the Mayor to execute all necessary Agreements.
- J. P21-005 Cache Creek Tube Diversion Utility Agreement.** To approve the Bill of Sale and Utility Location Agreement between Rendezvous Land Conservancy and the Town of Jackson, subject to the conditions therein, and upon approval by the Town Engineer and Town Attorney authorize the Mayor to execute all necessary Agreements.
- K. 440 West Kelly Ave. Fee Pledge.** To approve the Fee Pledge for the 430 and 440 West Kelly Avenue public-private partnership with Roller Development and Studio Tack to develop permanently deed restricted housing and authorize the Mayor to execute the Fee Pledge, subject to minor changes by the Town Attorney.

The vote showed all in favor and the motion carried.

Special Event: Wildwalls. This item was withdrawn from the agenda.

Special Event: TC Fair. Carl Pelletier made staff comment. A motion was made by Jessica Sell Chambers and seconded by Jim Rooks to approve the special event application made by the Teton County Fair Board to host the Annual Teton County Fair, subject to the conditions and restrictions listed in the staff report and the addition heard this evening requesting the street closure on Snow King Avenue begin at 7:00 a.m. on July 31st and August 1st. Mayor Morton Levinson called for the vote. The vote showed all in favor and the motion carried.

New Resort Liquor License Application Virginian Liquor LLC. Mayor Morton Levinson opened a public hearing. Lynsey Lenamond made staff comment. No public comment was made. Mayor Morton Levinson closed the public hearing. Having considered the Wyo. Stat. §12-4-104(b) statutory factors for this application, a motion was made by Jim Rooks and seconded by Jessica Sell Chambers to approve the issuance of a resort liquor license to Virginian Liquor LLC *dba* The Virginian Lodge & RV Park for the license year ending March 31, 2022, to take effect on July 1, 2021, subject to the following conditions and further direct the Town Clerk to issue the license upon confirmation that the conditions of approval have been met within the timeframe set forth in Wyoming Statute 12-4-103(a)(iv). 1) Prior to liquor license issuance, the applicant shall comply with all Town of Jackson Building Codes, Fire, Health & Safety Codes, and the Land Development Regulations, and will have obtained all required permits and approvals from all applicable Town/County departments. 2) Prior to liquor license issuance, the applicant shall provide a copy of the food service permit for the restaurant. 3) Any additional minor corrections deemed necessary by staff and the Wyoming Liquor Division. And further approve the amendment to the legal description for the retail license held by Virginian Liquor LLC to limit the description to only include the package store location. Mayor Morton Levinson called for the vote. The vote showed all in favor and the motion carried.

Si Ferrin East Side Office Space Construction. Roxanne Robinson made staff comment. Council held discussion with staff. A motion was made by Jim Rooks and seconded by Jessica Sell Chambers to direct staff to proceed with dividing the Si Ferrin commercial space into 5 private office spaces, 2 semi-private office spaces, a conference room/flex space, 2 ADA restrooms and two mini-kitchens and authorize the expenses to be included in either the FY21 or FY22 budget as

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

Property Tax. Larry Pardee, Lea Colasuonno and Susan Scarlata made staff comment. Council held discussion with staff. A motion was made by Arne Jorgensen and seconded by Jonathan Schechter to 1) impose a property tax in the Town of Jackson of a half mill for tax year 2021; and 2) direct the Town Manager to issue formal notice to and follow all procedures of Teton County Wyoming to effectuate the property tax in accordance with state statute. Mayor Morton Levinson called for the vote. The vote showed Morton Levinson, Jorgensen, and Schechter in favor with Rooks and Sell Chambers opposing and the motion carried.

A motion was made by Jonathan Schechter and seconded by Jim Rooks to direct staff to come back no later than the second regular meeting in August with a detailed report of options available to the Town of Jackson for establishing mechanisms addressing property tax relief for residents for which the tax burden is onerous. Mayor Morton Levinson called for the vote. The vote showed all in favor and the motion carried.

Resolution #21-20 Budget Amendment #4. Kelly Thompson made staff comment. A motion was made by Jim Rooks and seconded by Jessica Sell Chambers to approve Resolution 21-20 adopting amendments to the fiscal year 2021 budget.

RESOLUTION 21-20: A RESOLUTION ADOPTING AMENDMENTS TO THE FISCAL YEAR 2021 BUDGET OF THE TOWN OF JACKSON.

WHEREAS, pursuant to Wyoming Statutes, the governing body of the Town of Jackson is empowered to control the finances of the Town including adopting and amending the annual budget; and

WHEREAS, the specific statutory requirements for budgeting procedures are stipulated in the Uniform Municipal Fiscal Procedures Act (W.S. 16-4-101 through 16-4-124); and

NOW THEREFORE BE IT RESOLVED by the Town Council of the Town of Jackson that the fiscal year 2021 budget is hereby amended as follows:

EXPENDITURES AND OTHER USES	Approved Budget	Increase (Decrease)	Amended Budget
Mayor & Town Council	360,227	71,500	431,727
Town Attorney	328,810	1,746	330,556
Municipal Judge	257,070	1,559	258,629
Administration	289,062	2,649	291,711
Town Clerk & Personnel	628,649	19,189	647,838
Finance	604,896	3,519	608,415
Community Development	446,952	2,191	449,143
Information Technology	572,327	4,111	576,438
Planning	748,401	2,846	751,247
Town-Wide Services	1,772,993	113,440	1,886,433
Town Facilities	750,759	10,000	760,759
Police - Administration	540,083	2,166	542,249
Police - Investigations	372,313	36,591	408,904
Police - Patrol	3,083,704	(15,670)	3,068,034
Police - Community Service Officer	429,319	3,503	432,822
Police - Special Operations	19,394	-	19,394
Victim Services	291,491	1,743	293,234
Animal Shelter/Control	265,624	1,742	267,366
Building Inspections	375,857	10,012	385,869
Public Works Administration	312,534	2,574	315,108
Streets	1,377,393	12,460	1,389,853
Engineering	407,835	4,068	411,903
Yard Operations	30,197	15,944	46,141
Memorial Park (Cemetery)	15,369	93	15,462
Social Services	855,452	-	855,452
Community Initiatives	226,976	3,000	229,976
County Budgeted Joint Programs	3,498,452	326,199	3,824,651
Transfers Out	3,925,200	-	3,925,200
Total General Fund	22,787,339	637,175	23,424,514
Affordable Housing	623,609	-	623,609
Total Affordable Housing Fund	623,609	-	623,609
Parking Exactions	25,000	1,500	26,500
Total Parking Exactions Fund	25,000	1,500	26,500
Parks Exactions	-	-	-
Total Park Exactions	-	-	-
Employee Housing	661,155	-	661,155
Total Employee Housing Fund	661,155	-	661,155
Animal Care	55,000	-	55,000
Transfers Out	35,000	-	35,000
Total Animal Care Fund	90,000	-	90,000
Lodging Tax	-	-	-
Transfers Out	334,224	126,450	460,674
Total Lodging Tax Fund	334,224	126,450	460,674
START Administration	885,011	17,515	902,526
START Operations	4,198,811	22,240	4,221,051
START Capital	7,915,651	-	7,915,651
START Indirect Cost Allocations	80,307	-	80,307
Total START Fund Expenditures	13,079,780	39,755	13,119,535
Capital Outlay	3,993,024	20,000	4,013,024
Transfers Out	150,000	-	150,000
Total Capital Projects Fund	4,143,024	20,000	4,163,024

EXPENDITURES AND OTHER USES	Approved Budget	Increase (Decrease)	Amended Budget
Capital Outlay	105,133	-	105,133
Total 2006 SPET	105,133	-	105,133
Capital Outlay	165,860	-	165,860
Total 2010 SPET	165,860	-	165,860
Capital Outlay	239,967	-	239,967
Total 2014 SPET	239,967	-	239,967
Capital Outlay	29,750	-	29,750
Total 2016 SPET	29,750	-	29,750
Capital Outlay	970,369	-	970,369
Total 2017 SPET	970,369	-	970,369
Capital Outlay	455,000	-	455,000
Total 2019 SPET	455,000	-	455,000
Water Maintenance & Operation	885,343	693	886,036
Water Wells	289,321	14,000	303,321
Water Billing & Accounting	187,083	1,766	188,849
Water Capital Outlay & Improvements	563,073	102,096	665,169
Water Debt Service	188,071	-	188,071
Water Transfers Out	444,850	-	444,850
Sewage Plant Operations	1,015,444	(8,366)	1,007,078
Sewage Maint. & Operations	344,862	19,829	364,691
Sewage Billing & Accounting	171,972	1,766	173,738
Sewage Capital Outlay & Improvements	1,571,123	22,600	1,593,723
Sewage Transfers Out	444,850	-	444,850
Total Enterprise Funds	6,105,892	154,384	6,260,276
Employee Insurance	2,692,185	-	2,692,185
Total Insurance Fund	2,692,185	-	2,692,185
Fleet Expenditures	1,985,204	4,336	1,989,540
Total Fleet Management Fund	1,985,204	4,336	1,989,540
Central Equipment Expenses	108,252	23,384	131,636
Total Central Equipment Fund	108,252	23,384	131,636
IT Services	1,043,061	75,000	1,118,061
Total IT Service Fund	1,043,061	75,000	1,118,061
REVENUES AND OTHER SOURCES	Approved Budget	Increase (Decrease)	Amended Budget
Taxes	3,916,329	-	3,916,329
Licenses & Permits	996,540	-	996,540
Intergovernmental Revenue	9,778,230	-	9,778,230
Charges for Services	668,247	-	668,247
Fines & Forfeitures	327,500	-	327,500
Miscellaneous Revenue	351,679	-	351,679
Transfers In	1,005,007	-	1,005,007
Total General Fund	17,043,532	-	17,043,532
Licenses & Permits	250,000	-	250,000
Intergovernmental Revenue	72,000	-	72,000
Miscellaneous Revenue	20,000	-	20,000
Transfers In	1,276,901	-	1,276,901
Total Affordable Housing Fund	1,618,901	-	1,618,901
Licenses & Permits	51,000	-	51,000
Miscellaneous Revenue	14,500	-	14,500
Transfers In	-	-	-
Total Parking Exactions Fund	65,500	-	65,500
Licenses & Permits	10,000	-	10,000
Miscellaneous Revenue	3,900	-	3,900
Total Park Exactions Fund	13,900	-	13,900
Miscellaneous Revenue	431,160	-	431,160
Transfers In	212,026	-	212,026
Total Employee Housing Fund	643,186	-	643,186
Miscellaneous Revenue	60,200	-	60,200
Total Animal Care Fund	60,200	-	60,200

	Approved Budget	Increase (Decrease)	Amended Budget
REVENUES AND OTHER SOURCES			
Taxes	334,124	-	334,124
Miscellaneous Revenue	100	-	100
Total Lodging Tax Fund	334,224	-	334,224
Intergovernmental Revenue	10,943,221	-	10,943,221
Charges for Services	955,816	-	955,816
Miscellaneous Revenue	13,000	-	13,000
Transfers In	420,497	-	420,497
Total START Fund Revenues	12,332,534	-	12,332,534
Intergovernmental	1,453,581	-	1,453,581
Miscellaneous Revenue	298,368	-	298,368
Transfers In	2,022,500	-	2,022,500
Total Capital Projects Fund	3,774,449	-	3,774,449
Miscellaneous Revenue	4,400	-	4,400
Total 2006 SPET	4,400	-	4,400
Intergovernmental	94,199	-	94,199
Miscellaneous Revenue	6,000	-	6,000
Total 2010 SPET	100,199	-	100,199
Miscellaneous	55,900	-	55,900
Total 2014 SPET	55,900	-	55,900
Miscellaneous	5,400	-	5,400
Total 2016 SPET	5,400	-	5,400
Miscellaneous	6,500	-	6,500
Total 2017 SPET	6,500	-	6,500
Taxes	2,221,566	-	2,221,566
Miscellaneous	3,500	-	3,500
Total 2019 SPET	2,225,066	-	2,225,066
Water Intergovernmental	101,250	-	101,250
Water Charges for Services	2,370,617	-	2,370,617
Water Miscellaneous	79,720	-	79,720
Water Transfers In	75,000	-	75,000
Sewage Charges for Services	2,516,658	-	2,516,658
Sewage Miscellaneous	70,800	-	70,800
Sewage Transfers In	75,000	-	75,000
Total Enterprise Funds	5,289,045	-	5,289,045
Charges for Services	2,172,469	-	2,172,469
Miscellaneous Revenue	37,000	-	37,000
Transfers In	450,000	-	450,000
Total Employee Insurance Fund	2,659,469	-	2,659,469
Charges for Services	1,574,446	-	1,574,446
Miscellaneous Revenue	600	-	600
Total Fleet Management Fund	1,575,046	-	1,575,046
Miscellaneous Revenue	25,700	-	25,700
Transfers In	200,000	-	200,000
Total Central Equipment Fund	497,550	-	497,550
Charges for Services	820,643	-	820,643
Miscellaneous Revenue	1,000	-	1,000
Total IT Service Fund	821,643	-	821,643
CHANGE OF FUND BALANCE			
General Fund	(5,743,807)	(637,175)	(6,380,982)
Affordable Housing	995,292	-	995,292
Parking Exactions Fund	40,500	(1,500)	39,000
Park Exactions Fund	13,900	-	13,900
Employee Housing Fund	(17,969)	-	(17,969)
Animal Care Fund	(29,800)	-	(29,800)
Lodging Tax Fund	-	(126,450)	(126,450)
Start Fund	(747,246)	(39,755)	(787,001)
Capital Projects	(368,575)	(20,000)	(388,575)
2006 SPET	(100,733)	-	(100,733)
2010 SPET	(65,661)	-	(65,661)
2014 SPET	(184,067)	-	(184,067)
2016 SPET	(24,350)	-	(24,350)
2017 SPET	(963,869)	-	(963,869)
2019 SPET	1,770,066	-	1,770,066
Enterprise Funds	(816,947)	(154,384)	(971,331)
Employee Insurance Fund	(32,716)	-	(32,716)
Fleet Management Fund	(410,158)	(4,336)	(414,494)
Central Equipment Fund	389,298	(23,384)	365,914
IT Services Fund	(221,418)	(75,000)	(296,418)

PASSED, APPROVED, & ADOPTED this 21st day of June, 2021.

Exhibit A -Schedule of Increases/Decreases

General Fund Expenditures and Other Uses		
Mayor & Town Council		
Litigation	70,000	Litigation
General/Office Supplies	1,000	Exceeded COVID-19 budget reductions
Printing & Publication	500	Exceeded COVID-19 budget reductions
Town Attorney		
State Unemployment	1,746	State increased SUTA effective 1/1/2021
Municipal Judge		
State Unemployment	1,559	State increased SUTA effective 1/1/2021
Administration		
Dues & Subscriptions	1,497	Exceeded COVID-19 budget reductions
State Unemployment	1,152	State increased SUTA effective 1/1/2021
Town Clerk & Personnel		
Employee Recruitment	10,000	Additional recruiting
Employee Recognition Program	6,000	Value Rocks and Longevity Awards
Dues & Subscriptions	100	Exceeded COVID-19 budget reductions
State Unemployment	3,089	State increased SUTA effective 1/1/2021
Finance		
State Unemployment	3,519	State increased SUTA effective 1/1/2021
Community Development		
State Unemployment	2,191	State increased SUTA effective 1/1/2021
Information Technology		
Petroleum Products	500	Exceeded budget
State Unemployment	3,611	State increased SUTA effective 1/1/2021
Planning		
State Unemployment	2,846	State increased SUTA effective 1/1/2021
Town Facilities		
Parking Garage	2,800	Exceeded COVID-19 budget reductions
Home Ranch Restrooms	2,000	Exceeded COVID-19 budget reductions
Deloney Restrooms	3,300	Exceeded COVID-19 budget reductions
155 Pearl St	900	Exceeded budget
Snow King Sports & Events Center	1,000	Exceeded COVID-19 budget reductions
Police - Administration		
State Unemployment	2,166	State increased SUTA effective 1/1/2021
Police - Investigations		
Salaries & Benefits	35,895	Reclass SERT position to Investigations from Patrol division
State Unemployment	696	State increased SUTA effective 1/1/2021
Police - Patrol		
Salaries & Benefits	(35,895)	Reclass SERT position to Investigations from Patrol division
State Unemployment	20,225	State increased SUTA effective 1/1/2021
Police - Community Service Officer		
State Unemployment	3,503	State increased SUTA effective 1/1/2021
Victim Services		
State Unemployment	1,743	State increased SUTA effective 1/1/2021
Animal Shelter/Control		
Training, Travel, & Meetings	1,000	Exceeded COVID-19 budget reductions
State Unemployment	742	State increased SUTA effective 1/1/2021
Building Inspections		
Bank/Credit Card Fees	7,500	New fee allocation
State Unemployment	2,512	State increased SUTA effective 1/1/2021
Public Works Administration		
Overtime	829	Exceeded COVID-19 budget reductions
State Unemployment	1,745	State increased SUTA effective 1/1/2021
Yard Operations		
Training, Travel, & Meetings	100	Exceeded COVID-19 budget reductions
Utilities	10,000	Exceeded COVID-19 budget reductions
Streets		
State Unemployment	5,844	State increased SUTA effective 1/1/2021
R & M - Street Lights	7,000	Exceeded COVID-19 budget reductions
R & M - Snow Clearing	(7,000)	Reallocate funds
Overtime	2,460	Exceeded COVID-19 budget reductions
R & M - Winter Sanding	(29,000)	Reallocate funds
R & M - Paint Projects	39,000	Cost increase and extra paint projects
Engineering		
Training, Travel, & Meetings	1,000	Exceeded COVID-19 budget reductions
State Unemployment	3,068	State increased SUTA effective 1/1/2021
Community Initiatives		
Recycling Services	3,000	Cost increase
Memorial Park (Cemetery)		
State Unemployment	93	State increased SUTA effective 1/1/2021
Town-Wide Services		
COVID-19	110,940	COVID-19 expenditures
Professional Services	2,500	Spanish fluency testing services
County Budgeted Joint Programs		
Communications Center	200,000	Town 45% match for County budget amendment
Fire/EMS Operations	83,861	Town 45% match for County budget amendment
Parks & Recreation Operations	37,341	Town 45% match for County budget amendment
Housing Dept Operations	4,997	Town 45% match for County budget amendment
Total General Fund	637,175	

Special Revenue Fund Expenditures and Other Uses		
Parking Exactions Fund		
Bank/Credit Card Fees	1,500	New fee allocation
START Administration		
Employee Recruitment	15,000	Director and Operator recruiting
State Unemployment	2,515	State increased SUTA effective 1/1/2021
START Operations		
State Unemployment	22,240	State increased SUTA effective 1/1/2021
Lodging Tax Fund		
Transfer to Start Bus System	126,450	Town 45% share of Salt Lake Express contract
Total Special Revenue Fund	167,705	
Capital Project Fund Expenditures and Other Uses		
Capital Projects Fund		
Hansen Sidewalk	20,000	Exceeded budget
Jackson Street - Sidewalk	-	Exceeded budget
Total Capital Projects Fund	20,000	
Water Fund Expenditures and Other Uses		
Maintenance & Operations		
Repair & Maint - Shop Parts	4,111	Exceeded COVID-19 budget reductions
Uniform Cleaning	436	Exceeded COVID-19 budget reductions
Repair & Maint - Dist Syst	(14,000)	Reallocate funds
Litigation	7,500	Litigation
State Unemployment	2,646	State increased SUTA effective 1/1/2021
Wells		
Repair & Maint - Machinery	14,000	Reallocate funds
Billing & Accounting		
Banking Fees	260	Exceeded budget
Credit Card Fees	720	Exceeded budget
State Unemployment	786	State increased SUTA effective 1/1/2021
Capital Outlay		
Well #7	12,096	Exceeded budget
Cache Creek - Broadway Willow	90,000	Contract amendment approved at 5/17/2021 Regular Council
Total Water Fund	118,666	
Sewer Fund Expenditures and Other Uses		
Plant Operations		
State Unemployment	2,651	State increased SUTA effective 1/1/2021
Litigation	7,500	Litigation
Salaries & Benefits	(18,518)	Staff reallocation
Maintenance & Operations		
State Unemployment	1,312	State increased SUTA effective 1/1/2021
Salaries & Benefits	18,518	Staff reallocation
Billing & Accounting		
Banking Fees	260	Exceeded budget
Credit Card Fees	720	Exceeded budget
State Unemployment	786	State increased SUTA effective 1/1/2021
Capital Outlay		
Cache Creek Phase 2C	19,100	FY2020 Capital Project Budget Roll-Over
UV Siding	3,500	FY2020 Capital Project Budget Roll-Over
Total Sewage Fund	35,829	
Internal Service Fund Expenditures and Other Uses		
IT Service Fund		
Contract Maintenance	150,000	Security platform purchase, vendor price increases
Rubrik Backup System Expansion	(75,000)	Project not needed
Fleet Management Fund		
State Unemployment	4,336	State increased SUTA effective 1/1/2021
Central Equipment Fund		
Vehicle - Patrol	23,384	Carryover from FY2020
Total Internal Service Fund	102,720	
Total Expenditures and Other Uses	1,081,984	
Special Revenue Fund		
START Fund		
Teton County Grant - Operation	(126,450)	Reduce County 55% share of Salt Lake Express contract
Transfer In - Town Lodging Tax	126,450	Town 45% share of Salt Lake Express contract
Total Special Revenue Fund	-	
Total Revenues and Other Sources	-	

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

Resolution #21-21 Budget Adoption. Kelly Thompson made staff comment. A motion was made by Jessica Sell Chambers and seconded by Jim Rooks to approve Resolution 21-21 adopting the fiscal year 2022 budget.

RESOLUTION 21-21: A RESOLUTION ADOPTING THE FISCAL YEAR 2022 BUDGET FOR THE TOWN OF JACKSON, WYOMING.

WHEREAS, the Town of Jackson is subject to the provisions of the Uniform Municipal Fiscal Procedures Act as specified by Wyoming Statutes (W.S. 16-4-101 through 16-4-124); and
WHEREAS, pursuant to the Uniform Municipal Fiscal Procedures Act, the governing body for the Town of Jackson is required, by resolution or ordinance, to make the necessary appropriations and adopt a budget, subject to future amendment, for fiscal year 2022.

NOW, THEREFORE, BE IT RESOLVED, by the Town Council of the Town of Jackson, Wyoming, in regular session duly assembled, that the budget for fiscal year ending June 30, 2022 shall be as follows:

TOWN OF JACKSON, WYOMING
ADOPTED BUDGET FOR FISCAL YEAR 2022
ALL FUNDS - FINANCIAL SOURCES AND USES

DESCRIPTION	GENERAL FUND	SPECIAL REVENUE	CAPITAL PROJECTS	ENTERPRISE FUNDS	INTERNAL SERVICE	TOTAL FUNDS
Beginning Fund Balance	\$17,562,318	\$ 9,266,585	\$16,479,263	\$10,381,089	\$ 3,321,856	\$ 57,011,111
Revenues:						
Taxes	9,019,898	918,085	6,147,490	-	-	16,085,473
Licenses & Permits	1,279,143	391,000	-	-	-	1,670,143
Intergovernmental	12,433,361	9,089,719	649,434	-	-	22,172,514
Charges for Services	656,549	1,413,624	-	5,614,318	6,529,163	14,213,654
Fines & Forfeitures	350,000	-	-	-	-	350,000
Miscellaneous Revenue	370,463	648,060	235,569	133,920	16,100	1,404,112
Total Revenues	24,109,414	12,460,488	7,032,493	5,748,238	6,545,263	55,895,895
Transfers In	1,610,918	3,367,254	5,450,242	640,000	75,000	11,143,412
Total Sources	25,720,330	15,827,742	12,482,735	6,388,238	6,620,263	67,039,307
Expenditures:						
General Government	6,592,783	476,459	420,000	-	4,077,354	11,566,596
Public Safety	9,082,013	20,000	900,178	-	327,500	10,339,691
Public Works	2,803,183	-	9,981,428	5,190,596	2,285,395	20,260,602
Community Health & Human Services	1,114,659	-	-	-	-	1,114,659
Community Initiatives	296,300	1,589,044	-	-	-	1,885,344
Transit	-	12,001,153	-	-	-	12,001,153
Culture & Recreation	1,422,510	357,156	932,929	-	-	2,712,595
Debt Service	-	-	-	66,970	-	66,970
General Unallocated	327,562	-	-	-	-	327,562
Total Expenditures	21,649,010	14,443,812	12,234,535	5,257,566	6,690,249	60,275,172
Transfers Out	8,087,686	1,037,234	640,000	1,378,492	-	11,143,412
Total Uses	29,736,696	15,481,046	12,874,535	6,636,058	6,690,249	71,418,584
Ending Fund Balance	\$ 13,545,952	\$ 9,613,281	\$ 16,087,463	\$ 10,133,269	\$ 3,251,870	\$ 52,631,834
Change in Fund Balance	(4,016,366)	346,696	(391,800)	(247,820)	(69,986)	(4,379,277)

NOW, THEREFORE, BE IT FURTHER RESOLVED, by the Town Council of the Town of Jackson, the preceding results in the following budgeted appropriations by fund and division for the fiscal year ending June 30, 2022:

General Fund	
General Government	
Mayor & Town Council	\$ 895,091
Town Attorney	547,795
Municipal Judge	279,131
Administration	310,836
Town Clerk & Personnel	780,755
Finance	638,047
Community Development	640,305
Information Technology	850,143
Planning	911,374
Town Facilities	739,306
Public Safety	
Police	5,438,573
Fire/EMS (County)	2,023,148
Communications Center (County)	561,970
Victim Services	341,592
Animal Shelter/Control	284,925
Building Inspections	441,805
Public Works	
Public Works Administration	341,796
Streets	1,792,345
Town Engineer	619,333
Yard Operations	49,709
Health and Welfare	
Social Services	1,114,659
Community Development	
Community Promotion	296,300
Culture and Recreation	
Parks & Recreation (County)	1,356,225
Pathways	47,295
Memorial Park (Cemetery)	18,990
Unallocated	
Town-Wide Services & Insurance	327,562
Transfers Out	8,087,686
Total	\$ 29,736,696
Special Revenue Funds	
Affordable Housing	
Community Development	\$ 1,587,444
Parking Exactions	
Community Development	1,600
Park Exactions	
Culture & Recreation	30,000
Employee Housing	
General Government	476,459
Transfers Out	76,744
Animal Care	
Public Safety	20,000
Transfers Out	35,000
Lodging Tax	
Culture and Recreation	327,156
Transfers Out	804,810
START Bus System	
Administration	1,519,766
Operations	5,012,820
Capital Outlay	5,468,567
Transfers Out	120,680
Total	\$ 15,481,046

Capital Projects Funds	
Capital Projects (5th cent)	
Public Works	
Annual Street Reconstruction	\$ 825,000
Stormwater Upgrades	225,000
Upper Deck Concrete Sealing & Restriping	125,000
Public Works Epoxy Roof Coating (Bays 1 - 5)	135,000
Rancher Street - Complete Street	1,320,000
Vine St (Sewer, Water, Complete Street) 770' - LF	60,000
Pearl St. Sidewalk - Willow to Gros Ventre	600,000
Rusty Parrot Storm Cost Share	60,000
Thaw Well #3 SCADA	30,000
Home Ranch Heat Pump and Control Replacement	36,500
Pathways	
TOJ Bicycle Network Improvements	20,000
Pathways Annual Cap. Repairs	26,523
Garaman Flood Mitigation	100,000
Bike Racks	7,000
Pathway Benches	5,000
USFWS Connector & North Cache Streetscape - Planning Study North Park	10,000
Town Mobility Overlay	50,000
High School Road Southside Pathway (WYDOT TAP Funding)	15,000
Scott Lane-Maple Way Bike/PED/ADA Improvements	15,000
Culture and Recreation	
Parks & Rec Capital	451,406
Snow King Center Improvements - Fascia & Soffit	155,000
Snow King Center Improvements - Emergency East Egrees Snow Roof	10,000
Snow King Ice Patio Replacement/Airlock Doors Replacement	25,000
Snow King Maintenance Shop Epoxy for Flooring	43,000
Public Safety	
Fire/EMS	853,278
Patrol Rifles	29,900
Police Department Tasers	17,000
General Government	
St Ferrin Commercial Remodel	250,000
Council Chambers A/V Upgrade	125,000
Public Arts Program Projects	45,000
Transfers Out	640,000
2014 SPET	
North Cache Streetscape Phase II	130,000
2016 SPET	
West Broadway Landslide	20,000
2017 SPET	
Center Street ADA - Design	20,000
Pearl Ave Willow to Gros Ventre	379,928
ADA Improvements Design - King St & Deloney St.	15,000
2019 SPET	
Core Maintenance Facility	6,000,000
Total	<u>\$ 12,874,535</u>
Enterprise Funds	
Water Utility	
Public Works	
Maintenance and operations	\$ 939,235
Water wells	254,374
Billing, accounting, & insurance	251,355
Capital outlay	1,012,000
Debt service	66,970
Transfers Out	689,246
Sewage Utility	
Public Works	
Sewage plant operations	972,163
Maintenance and operations	404,343
Billing, accounting, & insurance	251,626
Capital outlay	1,105,500
Transfers Out	689,246
Total	<u>\$ 6,636,058</u>
Internal Service Funds	
Employee Insurance	\$ 2,850,726
Fleet Management	2,063,395
Central Equipment	549,500
IT Services	1,226,628
Total	<u>\$ 6,690,249</u>

PASSED, APPROVED, & ADOPTED this 21st day of June, 2021
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 Jessica Sell Chambers to read ordinances in short title. Mayor Morton Levinson called for the vote. The vote showed all in favor and the motion carried.

Ordinance X: An Ordinance Annexing to the City of Jackson, Wyoming Certain Real Property; Amending the Zoning District Map to Include the Annexed Property and Classify it Consistent with the Adjacent Zoning; and Providing for an Effective Date.

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

There was no public comment.

A motion was made by Jessica Sell Chambers and seconded by Jim Rooks to approved Ordinance X, annexing a portion of High School Road – approximately 1709.7 linear feet starting at South Park Loop and going east, on first reading as presented. Mayor Morton Levinson called for the vote. The vote showed all in favor and the motion carried.

Ordinance Y: An Ordinance Annexing to the City of Jackson, Wyoming Certain Real Property; Amending the Zoning District Map to Include the Annexed Property and Classify it Consistent with the Adjacent Zoning; and Providing for an Effective Date.

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

There was no public comment.

A motion was made by Jim Rooks and seconded by Jessica Sell Chambers to approve Ordinance Y, annexing a portion of Highway 22 – at the Y where it connects with Hwy 89 and the Town’s western border, on first reading as presented. Mayor Morton Levinson called for the vote. The vote showed all in favor and the motion carried.

Ordinance Z: An Ordinance Annexing to the City of Jackson, Wyoming Certain Real Property; Amending the Zoning District Map to Include the Annexed Property and Classify it Consistent with the Adjacent Zoning; and Providing for an Effective Date.

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

There was no public comment.

A motion was made by Jessica Sell Chambers and seconded by Jim Rooks to approve Ordinance Z, annexing a portion of Highway 89 – at Dairy Queen and to the Town’s northern border, on first reading as presented. Mayor Morton Levinson called for the vote. The vote showed all in favor and the motion carried.

Ordinance A: An Ordinance Annexing to the City of Jackson, Wyoming Certain Real Property; Amending the Zoning District Map to Include the Annexed Property and Classify it as a Part of the Neighborhood Low Density – 3 (Nl-3) District and Providing for an Effective Date.

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

There was no public comment.

A motion was made by Jim Rooks and seconded by Jessica Sell Chambers approve Ordinance A, annexing a .49 acre rural parcel along Flat Creek, on first reading as presented. Mayor Morton Levinson called for the vote. The vote showed all in favor and the motion carried.

Ordinance B: An Ordinance Amending And Reenacting Section 1 Of Ordinance Nos. 90, 90a, 172, 227, 375, 388, 389, 516, 544, 577, 569, 605, 987, 998, 1063, 1072, 1185, And 1245, Section 2 Of Ordinance Nos. 90a And 227, Section 3 Of Ordinance Nos. 90, 90a, 503, And 853, Section 6 Of Ordinance No. 853, Section 7 Of Ordinance No. 504, And Sections 8, 9, And 13 Of Ordinance No. 90; And Sections 6.10.010, 6.30.020, 6.30.030, 6.30.040, And 6.40.045 Of The Jackson Municipal Code Regarding Liquor Licenses And Permits And Providing For An Effective Date.

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

There was no public comment.

A motion was made by Jessica Sell Chambers and seconded by Jonathan Schechter to approve Ordinance B at first reading. Mayor Morton Levinson called for the vote. The vote showed all in favor and the motion carried.

Matters from Mayor and Council. Council discussed the START Board, the Travel and Tourism Board, Teton Board of Realtors, staff reports, and EBike youth licensing. Larry Pardee made staff comment.

Town Manager’s Report. Lynsey Lenamond, Michelle Weber and Lea Colasuonno made staff comment. Council held discussion with staff. A motion was made by Jessica Sell Chambers and

seconded by Jim Rooks to accept the Town Manager’s Report into the record. Mayor Morton Levinson called for the vote. The vote showed all in favor and the motion carried. The Town Manager’s Report contained information on the 2nd Monday of each month being set aside for special workshops that focus on Council priorities, the Construction Management Plan for 175 Center Street, no parking for safety reasons on a portion of Blair Drive, and the Retail and Bar and Grill Liquor License public hearing dates.

Adjourn. A motion was made by Jim Rooks and seconded by Jessica Sell Chambers to adjourn to an executive session to discuss personnel matters in accordance with Wyoming Statute 16-4-405(a)(ii). Mayor Morton Levinson called for the vote. The vote showed all in favor and the motion carried. The meeting adjourned at 7:44 p.m.

TOWN OF JACKSON

ATTEST:

Hailey Morton Levinson, Mayor

Lynsey Lenamond, Town Clerk
minutes:ll
Publish JH News & Guide: June 30, 2021