

Special Town Council Meeting

January 10, 2022

6:00 PM

Via Zoom and Swagit

Chair: Hailey Morton Levinson

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

I. ZOOM LINK FOR PUBLIC PARTICIPATION

To join, click the link or copy to your browser: <https://us02web.zoom.us/j/88588526002?pwd=d3lMUzJ6QXRmZUJxcHpObzZVYmhCUT09>

If the link does not work, join at zoom.com with Webinar ID **885 8852 6002** Password: **83001**

or join by phone **+1 669 900 9128** with Webinar ID: **885 8852 6002** and Passcode: **83001**

II. OPENING

- A. Call to Order / Roll Call
- B. Pledge of Allegiance
- C. Announcements/Proclamations
 - 1. Introduce Riley Taylor, Town Clerk and Shane Smith, Equipment/Water Operator

III. PUBLIC COMMENT

This section is reserved for questions and comments from the public on items that are not otherwise included in this agenda. **Public comment is limited to 3 minutes.** As a general practice, the Council will not hold discussion or debate these items. Nor will they make any decisions on items presented during this time but rather refer items to staff for follow-up. 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.

IV. CONSENT CALENDAR

- A. Meeting Minutes
 - 1. December 20, 2021 workshop
 - 2. December 20, 2021 regular meeting
 - 3. December 21, 2021 special meeting
- B. Disbursements
- C. P21-319 Temporary Sign Permit Winter Market Fest
- D. Good Neighbor Handbook
- E. Town Attorney Informed Consent

V. DISCUSSION/ACTION ITEMS

- A. Administration
 - 1. Mid-Year Compensation Discussion (Larry Pardee)
- B. Community Development

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.

1. Equity Task Force Appointment Process (Susan Scarlata)
- C. Planning
 1. **Item P21-268:** Sketch Plan for 67,000 sf Mixed-Use Building at 50 S. Cache Street and 45 & 75 E. Pearl Avenue (Tyler Valentine)
- D. Police Department
 1. Consideration Process for Rodeo Drive Speed Limit (Michelle Weber)

VI. ORDINANCES

- A. **Ordinance B:** Title 10 Vehicles and Traffic Update (presented for third reading and designated #1311, Lea Colasuonno)

VII. MATTERS FROM MAYOR AND COUNCIL

- A. Board and Commission Reports

VIII. MATTERS FROM THE TOWN MANAGER

- A. Town Manager's Report

IX. ADJOURN

Please note that at any point during the meeting, the 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.

TOWN COUNCIL PROCEEDINGS - **UNAPPROVED**

December 20, 2021

JACKSON, WYOMING

The Jackson Town Council met in a special workshop session at 1:30 P.M. This meeting was held virtually through the Zoom platform. Upon roll call the following were found to be present:

TOWN COUNCIL: *In-person*: None. *via Zoom*: Mayor Hailey Morton Levinson, Arne Jorgensen, Jim Rooks, and Jessica Sell Chambers. Jonathan Schechter joined at 1:32 p.m.

STAFF: Larry Pardee, Roxanne Robinson, Tyler Sinclair, Lea Colasuonno, Paul Anthony, Kelly Thompson, Susan Scarlata, April Norton, Lea Colasuonno, Floren Poliseo, Michael Palazzolo, Steve Ashworth, Michelle Weber and Lynsey Lenamond.

Director Updates. Susan Scarlata, Kelly Thompson, April Norton, and Steve Ashworth provided updates for the Community Development, Finance, Housing, and Parks and Recreation Departments.

Jackson St. Apartments. Paul Anthony and Floren Poliseo made staff comment. April Norton made comment on behalf of the applicant. Council held discussion with staff. Tim Fram, Stefania Fram, Jessica Jaubert, Kyle Fowler, and Clare Stumpf made public comment. No action was taken.

Future Funding of Local Government. Larry Pardee made staff comment. Council held discussion with staff on Phase 5 of Future Funding of Local Government. There was no public comment. A motion was made by Arne Jorgensen and seconded by Jessica Sell Chambers to approve Phase 5 of the Future Funding of Local Government framework as described by Scenario 2 – Future Funding Spreadsheet Model as presented in the December 20, 2021 staff report. Mayor Morton Levinson called for the vote. The vote showed all in favor and the motion carried.

Adjourn. A motion was made by Jessica Sell Chambers and seconded by Jonathan Schechter to adjourn the meeting. Mayor Morton Levinson called for the vote. The vote showed all in favor and the motion carried. The meeting adjourned at 4:15 p.m.

TOWN OF JACKSON

ATTEST:

Lynsey Lenamond, Town Clerk
minutes:ll

Publish JH News & Guide: December 29, 2021

Hailey Morton Levinson, Mayor

TOWN COUNCIL PROCEEDINGS - **UNAPPROVED**

December 20, 2021

JACKSON, WYOMING

The Jackson Town Council met in a regular session at 6:00 P.M. This meeting was held virtually through the Zoom platform. Upon roll call the following were found to be present:

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

STAFF: Larry Pardee, Lea Colasuonno, Tyler Sinclair, Roxanne Robinson, Paul Anthony, Michelle Weber, April Norton, Carl Pelletier, Katelyn Page, Michael Palazzolo, Steve Ashworth, Bruce Abel, Brian Lenz, Floren Poliseo, Tyler Valentine, and Lynsey Lenamond.

Mayor Morton Levinson led those in attendance in the Pledge of Allegiance, introduced new employees Kevin Horchak, Jeff Marshall, and David Reynolds, and read a proclamation declaring November 1, 2021 as Extra Mile Day. Lisa Lent made comment on behalf of Whole Food Rescue.

Public Comment. Judd Grossman 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-J 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 December 6, 2021 regular meeting.

B. Disbursements. To approve disbursements as presented. 107 WEST DESIGN, LLC \$1,750.00; 360 INVESTMENTS, LLC \$25,362.50; 842-NCPERS GROUP WYOMING \$96.00; ACE EQUIPMENT & SUPPLY \$1,667.86; ACE HARDWARE \$349.16; AFLAC \$2,501.18; ALDER ENVIRONMENTAL LLC \$1,505.67; AMAZON \$4,005.41; AMSOIL INC \$1,455.25; ANTLER MOTEL, INC. \$2,645.00; APEX SAGE INC \$3,661.84; ARCHITECTURAL BUILDING SUPPLY \$6,293.48; AT&T \$43.23; BESTDRIVE IDAHO FALLS \$2,841.40; BIG R RANCH & HOME \$266.98; BISON LUMBER \$10.75; BMV LLC \$77.21; BOYLE, JAMES \$979.17; BRIGGS, ERIC L \$200.90; BRISTOL, JAMES \$310.00; CARPETS PLUS COLORTILE \$15,636.00; CARQUEST AUTO PARTS INC. \$366.19; CASELLE INC. \$1,744.00; CENTURYLINK \$234.36; CHARGEPOINT, INC \$75.00; CITY OF DRIGGS \$1,695.25; CONTROL SYSTEM TECHNOLOGY, INC. \$9,034.50; CONVERGEONE, INC \$31,431.92; COPYWORKS, LLC \$405.00; CREATIVE ENERGIES, LLC \$3,459.00; CUMMINS ROCKY MOUNTAIN LLC \$58.43; DAVID STUBBS \$500.00; DIETZ, BRUCE \$10.19; DIVISION OF CHILD SUPPORT ENFORCEMENT \$509.23; DIVISION OF VICTIM SERVICES \$150.00; DYNAMIC CONTROLS, LLC \$11,248.30; E.R. OFFICE EXPRESS \$591.57; ECOR \$2,861.53; ENERGY LABORATORIES INC. \$2,466.00; EVANS CONSTRUCTION INC \$19,000.00; EVIDENT \$352.51; FALL RIVER PROPANE \$350.00; FERGUSON ENTERPRISES, INC \$49.56; FLEETPRIDE \$329.00; FREEDOM MAILING SERVICE INC. \$1,867.47; GILLIG LLC \$67.69; GM SHEET METAL LLC \$436.00; GRAY BUILDERS \$2,000.00; GREENWAY PAINTING LLC \$18,380.00; GREENWOOD MAPPING INC. \$1,440.00; HAMANN, JASON \$500.00; HIGH COUNTRY LINEN \$1,057.68; HIRST APPELEGATE, LLP \$3,497.90; IDAHO STATE TAX COMMISSION \$3,287.00; IDENTISYS, INC \$409.87; INTERSTATE BATTERY \$683.80; JACKSON ANIMAL HOSPITAL \$118.98; JACKSON CURBSIDE INC. \$675.00; JACKSON HOLE CHILDRENS MUSEUM \$3,920.00; JACKSON HOLE NEWS & GUIDE \$5,377.37; JACKSON LUMBER INC \$158.59; JORGENSEN ASSOCIATES, PC \$50,271.21; KENWORTH SALES COMPANY DEPT #1 \$449.06; KIMLEY HORN \$4,147.50; KOENS, JIM \$919.72; LENAMOND, LYNSEY \$558.81; LEON, NANCY \$3,000.00; LEXISNEXIS MATTHEW BENDER \$73.08; LOCAL GOV'T LIABILITY POOL \$1,000.00; LOWER VALLEY ENERGY INC \$34,782.49; MACY'S SERVICES \$3,142.50; MINOR, JEREMY \$40.80; MOBILITY FOREFRONT LLC \$35,000.00; NAPA AUTO PARTS INC. \$1,683.61; NELSON ENGINEERING \$15,602.70; NETSUPPORT INCORPORATED \$2,379.58; NEW WEST BUILDING COMPANY INC. \$9,000.00; NEWMAN SIGNS, INC \$886.21; OCCUPATIONAL HEALTH CENTERS \$51.00; ONE 22, INC. \$51,250.00; ONE CALL OF WYOMING \$908.25; O'RYAN CLEANERS \$58.60; PERFORM PRINTING INC \$835.75; PIONEER HOMESTEAD APTS 3 \$1,746.91; PLATT \$187.06; POLLARDWATER.COM \$213.04; PREMIER TRUCK- SALT LAKE CITY \$966.75; PROTERRA \$347.67; RAE, JOSHUA \$1,500.00; REYNOLDS, ANDREA \$169.15; RHINEHART OIL CO, LLC \$67,259.43; RON'S TOWING \$2,958.80; ROUTEMATCH SOFTWARE, INC. \$11,625.00; SCHENK, BENJAMIN \$1,240.00; SCRIBNER, LEVI \$418.00; SENECA COMPANIES, INC \$238.29; SENIOR CENTER OF JACKSON HOLE \$29,126.25; SIGN IT NOW INC \$704.11; SILVER CREEK SUPPLY \$2.76; SILVERSTAR \$3,360.13; SMITH POWER PRODUCTS, INC. \$1,316.45; SNAKE RIVER MEP COMPLETE, INC \$22,915.00; SNAKE RIVER ROASTING \$255.75; SNAKE RIVER SUPPLY, LLC \$15,641.75; SPRADLEY BARR MOTORS, INC \$8,310.65; SPRING CREEK ANIMAL HOSPITAL \$572.82; SYMBOLARTS, LLC \$647.75; TETON COUNTY INTEGRATED SOLID WASTE/RECY \$58.00; TETON COUNTY PLANNING & BUILDING \$16,818.88; TETON COUNTY SHERIFF'S-JAIL \$720.00; TETON COUNTY SPECIAL FIRE FUND \$42,501.27; TETON COUNTY TREASURER \$103,484.31; TETON COUNTY-FUND 10 \$219,159.09; TETON COUNTY-FUND 13 \$155,371.58; TETON COUNTY-FUND 19 \$12,165.30; TETON LITERACY CENTER \$5,500.00; TETON MOTORS INC \$2,887.71; TETON RENTAL CENTER \$179.99; TETON TRASH REMOVAL, INC. \$48.00; TETON VIEW LANDSCAPE CONTRACTORS \$14,213.80; THE CONNOR E FIELD TRUST \$3,987.10; THE TIRE RACK, INC. \$3,121.52; THOMPSON PALMER & ASSOCIATES \$25,000.00; THOMSON WEST \$911.82; TIMBERLINE CONCRETE \$366.00; TMSC LLC \$14,947.99; VALLEY OFFICE SYSTEMS \$45,000.00; VALLEY WEST ENGINEERING, PC \$46,427.50; WAMCO LAB, INC. \$350.00; WATTS STEAM STORE ROCKY MT. INC \$1,732.77; WESTBANK SANITATION \$104.87; WESTERN CHARTERS AND TOURS, LLC \$5,400.00; WESTERN STATE \$1,143.49; WHITE GLOVE CLEANING, INC. \$9,641.29; WRENCH IT PLUMBING & HEATING INC \$5,070.74; WY CHILD SUPPORT ENFORCEMENT \$146.76; WY WORKERS' SAFETY & COMP \$10,916.21; WYOMING LAW ENFORCEMENT \$60.00; WYOMING RETIREMENT SYSTEM \$119,002.00; WYOMING SECRETARY OF STATE \$105.00; WY-TEST \$560.00; Y2 CONSULTANTS, LLC \$1,992.00; YELLOW IRON EXCAVATION, LLC \$975.00

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

- D. P21-285: Temporary Sign Permit Awana Kids Club.** To approve temporary banner application (P21-285) for The First Baptist Church AWANA Kids Club, including the three conditions of approval recommended by the Planning Director in this staff report dated December 20, 2021
- E. P21-286: Temporary Sign Permit Laff Staff.** To approve temporary banner application (P21-286) for The Laff Staff, including the three conditions of approval recommended by the Planning Director in this staff report dated December 20, 2021.
- F. P21-308: Temporary Sign Permit JH Nordic Alliance.** To approve temporary banner application (P21-308) for The JH Nordic Alliance Free Ski Day, including the three conditions of approval recommended by the Planning Director in this staff report dated December 20, 2021
- G. P21-310: Temporary Sign Permit JH Classical Academy Open House.** To approve temporary banner application (P21-310) for The JH Classical Academy Open House, including the three conditions of approval recommended by the Planning Director in this staff report dated December 20, 2021.
- H. Quitclaim of Temporary Roadway and Construction Easement.** To approve the Quitclaim Deed, as presented in the attachment to this staff report, and authorize the Mayor to execute it, including any minor changes required by the Town Attorney.
- I. Letter of Agreement: County Water Quality Management Plan Partnership.** To approve the Letter of Agreement and, upon final review and approval by the Town Attorney, authorize the Mayor to sign the Letter of Agreement.
- J. Downtown Trash Removal Service Contract.** To approve the Downtown Trash Removal Services Contract and authorize the Mayor to execute the necessary contract Agreement. Mayor Morton Levinson called for the vote. The vote showed all in favor and the motion carried.

Community Entry Services Emergency Funding Request. This item was withdrawn.

Municipal Judge Appointment Process. Roxanne Robinson made staff comment. A motion was made by Arne Jorgensen and seconded by Jonathan Schechter to approve the process for appointment of a Municipal Judge as set forth above in the December 20, 2021 staff report, including setting a special Town Council meeting for 2:00 PM January 24 for the purpose of interviewing finalists, conducting an executive session to deliberate on the candidates, and potentially selecting a Municipal Judge. Mayor Morton Levinson called for the vote. The vote showed all in favor and the motion carried.

Elks Bingo Gaming License Renewal and Public Hearing. Lynsey Lenamond made staff comment. Mayor Morton Levinson opened a public hearing. No public comment was made. Mayor Morton Levinson closed the public hearing. A motion was made by Arne Jorgensen and seconded by Jessica Sell Chambers to approve the Benevolent & Protective Order of Elk of the USA Jackson Lodge #1713 Renewal Application for a Gaming License for 2022 and direct the Town Clerk to issue the license. Mayor Morton Levinson called for the vote. The vote showed all in favor and the motion carried.

Item P21-246: Final Plat 10 E. Simpson. Arne Jorgensen recused himself from this item. A motion was made by Jonathan Schechter and seconded by Jessica Sell Chambers to continue item P21-246 to the February 7, 2022, Town Council meeting. Mayor Morton Levinson called for the vote. The vote showed Morton Levinson, Rooks, Schechter and Sells Chambers in favor with Jorgensen recused and the motion carried.

Arne Jorgensen rejoined the meeting.

Item P21-263: Subdivision Plat 105-165 Nelson Drive. Tyler Valentine and Paul Anthony made staff comment. Council held discussion with staff. A motion was made by Arne Jorgensen and seconded by Jonathan Schechter to approve a Subdivision Plat (P21-263) for a 5-lot subdivision for the properties addressed at 105-165 Nelson Drive based upon the findings presented in the staff report, the departmental reviews, and subject to the following three conditions of approval recommended in the staff report dated December 20, 2021: 1. Within thirty (30) calendar days from the date of Town Council approval, the applicant shall satisfactorily address all comments made by the Town of Jackson and other reviewing entities in the Departmental Reviews and submit the corrections to the Planning Department. The Planning Director shall review and approve all required changes prior to recording the plat with the County Clerk. 2. Within 60 calendar days of

approval of the Subdivision Plat, the applicant shall be refunded the difference in Park and School Exaction fees in the amount of \$12,800.00. 3. Prior to recordation, the applicant shall rename the private road and show the new name on the plat. Mayor Morton Levinson called for the vote. The vote showed all in favor and the motion carried.

Item P21-282: Final Plat 770 and 774 E. Kelly. Paul Anthony made staff comment. A motion was made by Jim Rooks and seconded by Jonathan Schechter to approve a Boundary Adjustment and Replat (P21-282) for the properties addressed 770 & 774 E. Kelly Avenue, based upon the findings as presented in the staff report, the departmental reviews, and subject to the following two conditions of approval recommended in the staff report dated December 20, 2021: 1. Within thirty (30) calendar days from the date of Town Council approval, applicant shall satisfactorily address all comments made by the Town of Jackson and other reviewing entities included in the attached Departmental Reviews and submit the corrections to the Planning Department. 2. The existing single-family home located on 770 E. Kelly Avenue shall be demolished prior to recording the plat. Mayor Morton Levinson called for the vote. The vote showed all in favor and the motion carried.

Resolution #21-29: Establishing A Sister City Relationship With Tlaxcala, Mexico.

WHEREAS, Jackson and Tlaxcala share similar geographies both being inland, mountainous areas with national parks nearby and many seasonal visitors; and

WHEREAS, Tlaxcala and Jackson are directly linked by shared cultural heritage as many Tlaxcaltecas have moved to, worked in, and settled in Jackson over the last 30 years; and

WHEREAS, entering into a Sister City relationship with Tlaxcala, Mexico will formalize and strengthen the relationship between our two cities; and

WHEREAS, initial exchanges between Jackson and Tlaxcala have already occurred through support for a library in Tlaxcala, and a video project with residents in both places; and

WHEREAS, continued partnership may include more formal exchanges via video call, and further programs and opportunities to learn from one another and gain perspective about what is happening in each city on the local level.

NOW, THEREFORE, BE IT RESOLVED that the Town of Jackson, acting by and through its Town Council, establishes a Sister City relationship with Tlaxcala, Mexico.

APPROVED ON THE 20th DAY OF DECEMBER 2021.

Lachlan Brown and Jeff Brazil made public comment. A motion was made by Arne Jorgensen and seconded by Jim Rooks to approve Resolution #21-29 establishing a Sister City Relationship with Tlaxcala, Mexico. 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 S: AN ORDINANCE AMENDING AND REENACTING SECTION 1 OF TOWN OF JACKSON ORDINANCE NOS. 1002, 872, 457, 384, 360, 145, 145A, AND 145B AND SECTION 2.04.010 OF THE TOWN OF JACKSON MUNICIPAL CODE REGARDING THE TIME FOR REGULAR MEETINGS AND PROVIDING FOR AN EFFECTIVE DATE.

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

There was no public comment.

A motion was made by Jonathan Schechter and seconded by Jessica Sell Chambers to approve Ordinance S on third reading and designate it Ordinance #1302. Mayor Morton Levinson called for the vote. The vote showed all in favor and the motion carried.

Because Ordinances T through A all relate to updates to Title 15 Buildings and Construction, as allowed in the Rules and Procedures, a motion was made by Arne Jorgensen and seconded by Jonathan Schechter to read ordinances T through A consecutively, proceed with questions of staff as one item, public comment as one item, utilize a single motion to approve on third reading, and discuss all ordinances as one item. There was no public comment. Morton Levinson called for the vote. The vote showed all in favor and the motion carried.

Ordinance T: AN ORDINANCE AMENDING AND REENACTING SECTION 1 OF TOWN OF JACKSON ORDINANCE NOS. 320, 406, 430, 450, 483, 493, 601, 1020, 1141 AND 1229, SECTION 2 OF TOWN OF JACKSON ORDINANCE NOS. 271 AND 854, SECTION 4 OF

TOWN OF JACKSON ORDINANCE NO. 760, SECTION 8 OF TOWN OF JACKSON ORDINANCE NO. 1280 AND SECTION 15.04.020 OF THE MUNICIPAL CODE OF THE TOWN OF JACKSON REGARDING THE ADOPTION OF THE INTERNATIONAL BUILDING CODE, 2021 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:

Ordinance U: AN ORDINANCE AMENDING AND REENACTING SECTION 1 OF TOWN OF JACKSON ORDINANCE NO. 1021 AND 862 AND SECTION 15.05.010 OF THE MUNICIPAL CODE OF THE TOWN OF JACKSON REGARDING THE ADOPTION OF THE INTERNATIONAL ENERGY CONSERVATION CODE, 2021 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:

Ordinance V: AN ORDINANCE ADDING CHAPTER 15.06 TO THE MUNICIPAL CODE OF THE TOWN OF JACKSON REGARDING THE ADOPTION OF THE INTERNATIONAL EXISTING BUILDING CODE, 2021 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:

Ordinance W: AN ORDINANCE AMENDING AND REENACTING SECTION 1 OF TOWN OF JACKSON ORDINANCE NOS. 1234, 1143, 1022, 885, 591, 497, 446, 408, 372, AND 321, C-1; SECTION 2 OF TOWN OF JACKSON ORDINANCE NOS. 277 AND 272; AND SECTION 3 OF TOWN OF JACKSON ORDINANCE NO. 761; AND SECTION 15.08.010 OF THE MUNICIPAL CODE OF THE TOWN OF JACKSON REGARDING THE ADOPTION OF THE INTERNATIONAL FIRE CODE, 2021 EDITION, AND THE INTERNATIONAL WILDLAND-URBAN INTERFACE CODE, 2021 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:

Ordinance X: AN ORDINANCE AMENDING AND REENACTING SECTION 1 OF TOWN OF JACKSON ORDINANCE NOS. 1232, 1145, 1023, 603, 494, 447, 412 AND 322; SECTION 2 OF TOWN OF JACKSON ORDINANCE NOS. 855 AND 273; SECTION 3 OF TOWN OF JACKSON ORDINANCE NO. 762; AND SECTION 15.12.010 OF THE MUNICIPAL CODE OF THE TOWN OF JACKSON REGARDING THE ADOPTION OF THE INTERNATIONAL MECHANICAL CODE, 2021 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:

Ordinance Y: AN ORDINANCE AMENDING AND REENACTING SECTION 1 OF TOWN OF JACKSON ORDINANCE NOS. 1230, 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, 2021 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:

Ordinance Z: AN ORDINANCE AMENDING AND REENACTING SECTION 1 OF TOWN OF JACKSON ORDINANCE NOS. 602, 495, 448, 407, 323, 274, 64, 1146 AND 1025; SECTION 2 OF TOWN OF JACKSON ORDINANCE NO. 857; SECTION 3 OF TOWN OF JACKSON ORDINANCE NO. 765; AND SECTION 15.24.010 OF THE MUNICIPAL CODE OF THE TOWN OF JACKSON REGARDING THE ADOPTION OF THE

INTERNATIONAL PLUMBING CODE, 2021 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:

Ordinance A: AN ORDINANCE AMENDING AND REENACTING SECTION 1 OF TOWN OF JACKSON ORDINANCE NOS. 1231, 1144, 1024 AND 766, SECTION 2 OF TOWN OF JACKSON ORDINANCE NO. 858, AND SECTION 15.27.010 OF THE MUNICIPAL CODE OF THE TOWN OF JACKSON REGARDING THE ADOPTION OF THE INTERNATIONAL FUEL GAS CODE, 2021 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:

There was no public comment. A motion was made by Arne Jorgensen and seconded by Jessica Sell Chambers to approve Ordinances T-A on third reading as presented and designate them Ordinances 1303-1310. 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 THE TOWN OF JACKSON ORDINANCE NOS. 131, 161, 176 (PART) 181, 251, 316, 377 (PART), 429 (PART) 596, 610, 636, 637, 641, 651, 653, 661, 663, 681, 683, 696, 749, 878, 882, 883, 897, 919, 1032, 1033, 1041 THROUGH 1048, 1055, 1080, 1081, 1103, 1114, 1138, 1193 AND 1194; SECTION 2 OF TOWN OF JACKSON ORDINANCE NOS. 214, 444, 880, 881, 896, AND 1052; SECTION 3 OF TOWN OF JACKSON ORDINANCE NOS. 131, 161, 880 AND 896; SECTION 4 OF TOWN OF JACKSON ORDINANCE NOS. 92, 131, 161, AND 880; SECTION 5 OF TOWN OF JACKSON ORDINANCE NOS. 110 AND 880; SECTION 6 OF TOWN OF JACKSON ORDINANCE NOS. 131, 161 AND 880; SECTION 7 OF TOWN OF JACKSON ORDINANCE NOS. 131, 161 (PART) AND 880; SECTIONS 8, 11, 12 AND 14 OF TOWN OF JACKSON ORDINANCE NOS. 131 AND 880; SECTION 9 OF TOWN OF JACKSON ORDINANCE NOS. 131, 880 AND 881; SECTION 10 OF TOWN OF JACKSON ORDINANCE NO. 880; SECTIONS 13, 18 THROUGH 21, 23 THROUGH 26, 30, 31, 34, 37, 38 AND 42 OF TOWN OF JACKSON ORDINANCE NO. 131; SECTION 15 OF TOWN OF JACKSON ORDINANCE NOS. 131 AND 289; SECTION 16 OF TOWN OF JACKSON ORDINANCE NOS. 92, 110 AND 131; AND SECTIONS 10.04.010 THROUGH 10.04.450, 10.08.050, 10.08.090, 10.08.160, 10.12.040, 10.12.160, 10.13.010, 10.13.020, 10.13.130, 10.13.150, 10.14.010 THROUGH 10.14.080, 10.16.010, 10.16.020, 10.16.030, 10.17.010, 10.17.020, AND 10.17.030 OF THE TOWN OF JACKSON MUNICIPAL CODE; AND PROVIDING FOR AN EFFECTIVE DATE.

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

There was no public comment.

A motion was made by Arne Jorgensen and seconded by Jessica Sell Chambers to approve Ordinance B on second reading as presented. 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 Fair Board, Save the Rodeo, mask mandates, Teton County School District, the Conservation District and EcoStewardship Position, and the Snow King Gondola ribbon cutting. A motion was made by Jessica Sell Chambers and seconded by Jonathan Schechter to approve travel expenses for any council member wishing to attend the CAST meeting in Steamboat Springs. Mayor Morton Levinson called for the vote. The vote showed all in favor and the motion carried. A motion was made by Jim Rooks and seconded by Jessica Sell Chambers to request that Public Works provide an update on strategies associated with street lighting on Rancher Street. Mayor Morton Levinson called for the vote. The vote showed all in favor and the motion carried.

Town Manager's Report. Larry Pardee and Roxanne Robinson made staff comment. Council held discussion with staff. A motion was made by Jonathan Schechter and seconded by Jim Rooks to approve the Town Manager's Report. The Town Manager's report included information on Town Snow Removal Operations. Mayor Morton Levinson called for the vote. The vote showed all in favor and the motion carried.

Adjourn. A motion was made by Jessica Sell Chambers and seconded by Jim Rooks to adjourn. Mayor Morton Levinson called for the vote. The vote showed all in favor and the motion carried. The meeting adjourned at 7:12 p.m.

TOWN OF JACKSON

ATTEST:

Hailey Morton Levinson, Mayor

Lynsey Lenamond, Town Clerk
minutes:ll
Publish JH News & Guide: December 29, 2021

TOWN COUNCIL PROCEEDINGS - **UNAPPROVED**

December 21, 2021

JACKSON, WYOMING

The Jackson Town Council met in a special meeting at 1:00 P.M. This meeting was held through the Zoom platform. Upon roll call the following were found to be present:

TOWN COUNCIL: *In-person:* None. *via Zoom:* Mayor Hailey Morton Levinson, Jonathan Schechter, and Jim Rooks. Jessica Sell Chambers joined at 1:26 p.m. Arne Jorgensen was absent.

STAFF: Lea Colasuonno, Larry Pardee, and Lynsey Lenamond.

Executive Session. Larry Pardee and Lynsey Lenamond made staff comment. A motion was made by Jonathan Schechter and seconded by Jim Rooks to recess to an executive session to consider the selection of a site or the purchase of real estate when the publicity regarding the consideration would cause a likelihood of an increase in price in accordance with Wyoming Statute 16-4-405(a)(vii). Mayor Morton Levinson called for the vote. The vote showed 3-0 in favor with Jorgensen and Sell Chambers absent and the motion carried. Council recessed at 1:03 p.m. and reconvened at 1:26 p.m.

A motion was made by Jessica Sell Chambers and seconded by Jonathan Schechter to direct staff to acquire a property appraisal to determine market value and follow up with Council with further information thereafter. Mayor Morton Levinson called for the vote. The vote showed Morton Levinson, Sell Chambers and Schechter in favor with Rooks opposed and Jorgensen absent. The motion carried.

Adjourn. A motion was made by Jessica Sell Chambers and seconded by Jim Rooks to adjourn. Mayor Morton Levinson called for the vote. The vote showed 4-0 in favor with Jorgensen absent and the motion carried. The meeting adjourned at 1:27 p.m.

TOWN OF JACKSON

ATTEST:

Lynsey Lenamond, Town Clerk

minutes:ll

Publish JH News & Guide: December 29, 2021

Mayor Hailey Morton Levinson

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
6634	107 WEST DESIGN, LLC	21-08	PROJ: VINE STREET PLAN PRE	12/23/2021	1,812.50	.00	
Total 6634:					1,812.50	.00	
51	ACE HARDWARE	763565	SUPPLIES	11/30/2021	77.04	.00	
51	ACE HARDWARE	763574	SUPER GLUE CHIP FIX	11/30/2021	7.99	.00	
51	ACE HARDWARE	763662	SUPPORT BACK X-LARGE	12/01/2021	24.99	.00	
51	ACE HARDWARE	763939	ROOF SCREW, POLEBARN SCR	12/02/2021	15.98	.00	
51	ACE HARDWARE	764064	CAULK GUN DRIP FREE 1 GAL	12/03/2021	16.99	.00	
51	ACE HARDWARE	764402	LIGHTNING USB APPLE 4', USB	12/06/2021	183.86	.00	
51	ACE HARDWARE	764564	SPRAYER	12/07/2021	6.49	.00	
51	ACE HARDWARE	764747	POP-UP COMPLETE CHROME	12/08/2021	29.99	.00	
51	ACE HARDWARE	764917	SHARPENER STONE 8X2X1"F	12/09/2021	16.99	.00	
51	ACE HARDWARE	765034	BATTERY WTCH/EL C2032 4PK	12/10/2021	29.98	.00	
51	ACE HARDWARE	765165	CM WET/DRY VACUUM 9GAL	12/11/2021	99.99	.00	
51	ACE HARDWARE	765404	FOAM GREAT STUFF 12OZ	12/13/2021	7.49	.00	
51	ACE HARDWARE	765673	RULE TAPE 1"X25' POWRLOCK,	12/15/2021	17.98	.00	
51	ACE HARDWARE	766054	ICE SCRAPER	12/17/2021	16.99	.00	
51	ACE HARDWARE	766528	KEY KRAFTER BRASS KEY, KE	12/21/2021	36.35	.00	
51	ACE HARDWARE	766832	FILTR FURN LATEX, REGISTER	12/23/2021	91.94	.00	
51	ACE HARDWARE	766989	SNOW SHOVEL	12/27/2021	21.99	.00	
51	ACE HARDWARE	767004	ROOF MELT TABLETS 14#, SCO	12/27/2021	125.96	.00	
Total 51:					828.99	.00	
88	AIRGAS INTERMOUNTAIN INC.	9120738933	INM 25% CD/AR, DELIVERY FLA	12/14/2021	125.53	.00	
Total 88:					125.53	.00	
6950	ALLEN, NOAH	121621	BAIL REFUND 21-11-0161	12/16/2021	15.00	.00	
Total 6950:					15.00	.00	
6524	ALPHAGRAPHICS	IX-224772	SIGNAGE	11/24/2021	174.91	.00	
Total 6524:					174.91	.00	
5726	AMAZON	14V3-1CC6-X	LUNERA 4-PIN VERTICAL CFL L	12/14/2021	51.88	.00	
5726	AMAZON	1DQJ-L3G6-R3	ZEYU OUTDOOR PORCH LIGHT	12/05/2021	51.99	.00	
5726	AMAZON	1MJT-NR17-G	NEXIQ TECH	12/09/2021	1,499.98	.00	
5726	AMAZON	1Q7J-431K-FH	SUPPLIES	12/11/2021	75.12	75.12	12/21/2021
5726	AMAZON	1QRR-CFXC-6	AUTO SENSOR TOUCHLESS BA	12/01/2021	179.98	.00	
Total 5726:					1,858.95	75.12	
6575	APEX SAGE INC	122421	PROJ: SI-FERRIN- BILLING PER	12/24/2021	6,825.29	.00	
Total 6575:					6,825.29	.00	
1783	AT&T	287259163099	charges for account 28725916309	12/08/2021	1,292.13	.00	
1783	AT&T	287272169264	MONTHLY SERVICES	12/12/2021	43.23	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 1783:					1,335.36	.00	
5994	B-CYCLE LLC	52192	CREDIT	12/14/2021	177.52-	.00	
Total 5994:					177.52-	.00	
6583	BESTDRIVE IDAHO FALLS	29002690	315/80R22.5 COACH HA3,	12/20/2021	2,594.80	.00	
Total 6583:					2,594.80	.00	
3303	BRISTOL, JAMES	6541	ENVELOPES	10/12/2021	80.00	.00	
Total 3303:					80.00	.00	
5430	BRUGMANN, DARREN	120321	VARIABLE HOUR AGREEMENT	12/03/2021	5,835.00	.00	
Total 5430:					5,835.00	.00	
6051	CARPETS PLUS COLORTILE	6926	PROJ: 675 E HANSEN UPPER F	10/07/2021	13,617.90	.00	
Total 6051:					13,617.90	.00	
5	CARQUEST AUTO PARTS INC.	6090-552411	BRAKE PADS- PROF PLAT	12/08/2021	35.63	.00	
5	CARQUEST AUTO PARTS INC.	6090-553327	PRIME GUARD -20 WWF	12/16/2021	45.48	.00	
5	CARQUEST AUTO PARTS INC.	6090-553328	CREDIT: PRIME GUARD -20 WW	12/16/2021	22.74-	.00	
5	CARQUEST AUTO PARTS INC.	6090-553513	PRIME GUARDG -20 WWF	12/17/2021	630.00	.00	
5	CARQUEST AUTO PARTS INC.	6090-553804	42 EXT SNBRSH W/SCRIP, SNW	12/20/2021	47.96	.00	
5	CARQUEST AUTO PARTS INC.	6090-554113	AIR FILTER	12/22/2021	78.39	.00	
5	CARQUEST AUTO PARTS INC.	6090-554229	AIR FILTER	12/23/2021	100.56	.00	
Total 5:					915.28	.00	
544	CENTURYLINK	255073400	Monthly SERVICES	12/20/2021	130.56	.00	
544	CENTURYLINK	307-733-3106	307-733-3106 742B	12/13/2021	42.10	.00	
Total 544:					172.66	.00	
6257	CERTIFIED LABORATORIES	7608394	PREMALUBE XTREME GREEN	12/08/2021	809.90	.00	
Total 6257:					809.90	.00	
1691	CORE & MAIN LP	P511930	3/4 STRT DUAL CHECK	11/02/2021	1,061.28	.00	
1691	CORE & MAIN LP	P511933	900I GALLONS	11/02/2021	3,161.54	.00	
1691	CORE & MAIN LP	P683783	SUPPLIES	11/02/2021	3,398.40	.00	
1691	CORE & MAIN LP	P854579	PRECODER	12/15/2021	3,161.54	.00	
Total 1691:					10,782.76	.00	
6948	CREWSEN WEST	122321	REFUND B21-760	12/23/2021	500.00	.00	
Total 6948:					500.00	.00	
6952	DEATH INVESTIGATION TRAINI	1433	TRAINING	12/15/2021	4,400.00	.00	
Total 6952:					4,400.00	.00	
5028	DECKERS AUTO CARE	56180	BLADE CRATE, PLOW BOX, CH	12/23/2021	8,444.38	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 5028:					8,444.38	.00	
65	DELCON INC	INV-106074	WELL #8	09/30/2021	573.66	.00	
Total 65:					573.66	.00	
708	DELTA DENTAL PLAN OF WYOM	121721	NOVEMBER claims	12/17/2021	4,473.88	4,473.88	12/17/2021
708	DELTA DENTAL PLAN OF WYOM	121721	december premium	12/17/2021	572.00	572.00	12/17/2021
Total 708:					5,045.88	5,045.88	
6883	DIVISION OF CHILD SUPPORT	121621	DCSE CASE #0005405448	12/16/2021	509.23	509.23	12/16/2021
Total 6883:					509.23	509.23	
2798	DPC INDUSTRIES, INC.	727000207-21	chlorine	11/04/2021	2,624.05	.00	
Total 2798:					2,624.05	.00	
5223	ENERGY CONSERVATION WOR	093021	1ST QUARTER	09/30/2021	8,750.00	.00	
Total 5223:					8,750.00	.00	
1134	ENERGY LABORATORIES INC.	443912	INFLUENT, EFFLUENT, CELL 1,	12/21/2021	437.00	.00	
Total 1134:					437.00	.00	
6753	ESRI, INC	94158002	ARCGIS ONLINE EDITOR TERM	12/13/2021	450.00	.00	
6753	ESRI, INC	94158002	ARCGIS ONLINE EDITOR TERM	12/13/2021	450.00	.00	
Total 6753:					900.00	.00	
81	EVANS CONSTRUCTION INC	7086	PROJ: TOJ SALTED SAND 2021	12/28/2021	11,027.60	.00	
Total 81:					11,027.60	.00	
4294	FIRE SERVICES OF IDAHO	11055045	PARTS AND MATERIALS- DELIV	11/24/2021	2,968.42	.00	
Total 4294:					2,968.42	.00	
2549	FIRST TRANSIT	11769162	CONTRACT SERVICES	12/10/2021	40,423.61	.00	
Total 2549:					40,423.61	.00	
6949	FLENGERIS, DESPINA	121521	BAIL REFUND 21-09-0219	12/15/2021	500.00	.00	
Total 6949:					500.00	.00	
6266	Four Lazy F Ranch Inc.	122121	return bond B21-0553 3058 Rang	12/21/2021	8,000.00	8,000.00	12/21/2021
Total 6266:					8,000.00	8,000.00	
668	FREEDOM MAILING SERVICE I	41878	UTILITY BILLING	12/06/2021	900.76	900.76	12/21/2021
668	FREEDOM MAILING SERVICE I	41878	UTILITY BILLING	12/06/2021	900.77	900.77	12/21/2021
668	FREEDOM MAILING SERVICE I	41878	START ON DEMAND INSERT	12/06/2021	51.94	51.94	12/21/2021

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 668:					1,853.47	1,853.47	
4212	GILLIG LLC	40874793	W/S WIPER BLADE	12/22/2021	254.40	.00	
Total 4212:					254.40	.00	
5734	GREENWAY PAINTING LLC	1468	PROJ: 2022 WILD FLOWER CT- I	12/22/2021	5,460.00	.00	
Total 5734:					5,460.00	.00	
4705	GYM OUTFITTERS INC	WO-0328	PREVENTATIVE MAINENANCE	11/29/2021	402.50	.00	
Total 4705:					402.50	.00	
93	HACH CHEMICAL CO.	12755525	AMMONIA, TNT+, HR	11/19/2021	543.83	.00	
93	HACH CHEMICAL CO.	12758516	FILTER GLASS	11/22/2021	52.49	.00	
Total 93:					596.32	.00	
4988	HD FOWLER COMPANY	C543259	CREDIT	12/16/2021	25.61-	.00	
4988	HD FOWLER COMPANY	I5967320	parts	11/22/2021	452.45	.00	
4988	HD FOWLER COMPANY	I5985198	BALL VALVE CURB STOP	12/20/2021	441.58	.00	
Total 4988:					868.42	.00	
6893	HEALTHIEST YOU	202111169692	NOVEMBER PREMIUM	11/01/2021	1,306.80	1,306.80	12/17/2021
6893	HEALTHIEST YOU	202112455681	DECEMBER PREMIUM	12/01/2021	1,242.00	1,242.00	12/17/2021
Total 6893:					2,548.80	2,548.80	
96	HIGH COUNTRY LINEN	0289222	BUILDING MAINT: WWTP- TOW	12/01/2021	90.82	.00	
96	HIGH COUNTRY LINEN	0289995	BUILDING MAINT: TOJ HOME R	12/06/2021	7.50	.00	
96	HIGH COUNTRY LINEN	0290415	MATS @ START	12/08/2021	201.41	.00	
96	HIGH COUNTRY LINEN	0291085	BUILDING MAINT: TOJ HOME R	12/13/2021	28.29	.00	
96	HIGH COUNTRY LINEN	0292596	MATS @ SHELTER	12/22/2021	64.88	.00	
96	HIGH COUNTRY LINEN	0293396	BUILDING MAINT: TOJ HOME R	12/27/2021	28.29	.00	
96	HIGH COUNTRY LINEN	S0290714	SUPPLIES @ START	12/10/2021	366.50	.00	
Total 96:					787.69	.00	
4044	IDAHO FALLS PETERBILT	594381	THROW & GO PROFESS	12/15/2021	25.95	.00	
4044	IDAHO FALLS PETERBILT	594543	AIR PANEL FILTER	12/16/2021	68.38	.00	
Total 4044:					94.33	.00	
6720	IMMIGRANT HOPE	122821	2ND QUARTER	12/28/2021	1,406.25	.00	
Total 6720:					1,406.25	.00	
110	INTERWEST SUPPLY COMPANY	IN0094745	CLAMP BAR, J BLADE ADAPTE	12/15/2021	4,705.89	.00	
Total 110:					4,705.89	.00	
5098	JACKSON ANIMAL HOSPITAL	45305B	FELINE NEUTER	07/30/2021	74.50	.00	
5098	JACKSON ANIMAL HOSPITAL	49531	ANIMAL CARE	12/10/2021	101.10	.00	
5098	JACKSON ANIMAL HOSPITAL	49685	RABIES	12/17/2021	19.00	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 5098:					194.60	.00	
2	JACKSON CURBSIDE INC.	00029591	OFF SQUASRE DOWNTOWN LO	12/10/2021	1,035.00	.00	
Total 2:					1,035.00	.00	
6474	JACKSON HOLE LAW, PC	1471	PROSECUTION SERVICES	12/27/2021	3,001.50	.00	
Total 6474:					3,001.50	.00	
131	JACKSON HOLE NEWS & GUID	333838	AD#400286 ORD 1301	12/08/2021	816.53	.00	
131	JACKSON HOLE NEWS & GUID	333892	AD#400214 PH21-290	12/08/2021	34.20	.00	
131	JACKSON HOLE NEWS & GUID	334028	AD#400331 TV AD	12/15/2021	387.60	.00	
131	JACKSON HOLE NEWS & GUID	334102	AD#400439 OP12-06	12/15/2021	987.53	.00	
131	JACKSON HOLE NEWS & GUID	334103	AD#399891 ELKS	12/15/2021	89.79	.00	
131	JACKSON HOLE NEWS & GUID	334164	AD#400442 P21-320	12/15/2021	34.20	.00	
131	JACKSON HOLE NEWS & GUID	334165	AD#400441 p21-268	12/15/2021	34.20	.00	
Total 131:					2,384.05	.00	
5810	JACKSON HOLE RADIO	21110263	FALL CLEAN UP ADS	11/30/2021	84.00	.00	
5810	JACKSON HOLE RADIO	21110264	FALL CLEAN UP ADS	11/30/2021	84.00	.00	
Total 5810:					168.00	.00	
6946	JACKSON HOLE RENTAL VEHIC	122221	WITHDREW BUS LIC APPLICATI	12/22/2021	74.00	.00	
Total 6946:					74.00	.00	
5084	JACKSON HOLE SECURITY, LL	1707	EXT ANNUAL SERVICE, A402, E	11/12/2021	597.97	.00	
Total 5084:					597.97	.00	
114	JACKSON LUMBER INC	00007279633-	5-1/4" METAL JIGSAW BLD 5PK	12/10/2021	15.69	.00	
114	JACKSON LUMBER INC	0000730210-0	2-1/2 CL PLUNG 1/2 SHANK	12/17/2021	40.50	.00	
Total 114:					56.19	.00	
115	JACKSON PAINT AND GLASS, I	1124565	PROJ: SI-FERRIN REMODEL- M	12/07/2021	230.08	.00	
115	JACKSON PAINT AND GLASS, I	1124629	PROJ: 145 E PEARL- GEN PART	12/10/2021	470.50	.00	
Total 115:					700.58	.00	
6947	JH SKIS LLC	122221	WITHDREW BUS LIC APPLICATI	12/22/2021	44.00	.00	
Total 6947:					44.00	.00	
239	JH20 WATER CONDITIONING &	1211215450	bottled watER, BOTTLES WATER	12/15/2021	76.50	.00	
Total 239:					76.50	.00	
139	JORGENSEN ASSOCIATES, PC	48042	PROJ: 19145 TOJ/NORTH KING	12/21/2021	3,683.00	.00	
Total 139:					3,683.00	.00	
2485	KENWORTH SALES COMPANY	IDFIN4904730	AIR FILTER, IN FRT	12/15/2021	572.16	.00	
2485	KENWORTH SALES COMPANY	IDFIN4915269	FILTER-OIL, FRT-IN	12/10/2021	39.40	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 2485:					611.56	.00	
6847	LENAMOND, LYNSEY	120821B	Short paid	12/08/2021	45.00	45.00	12/23/2021
Total 6847:					45.00	45.00	
6852	LEWIS RETAIL, INC	P42143888	GRP 31 AGM DUAL X2, GCA CO	07/29/2021	839.98	.00	
Total 6852:					839.98	.00	
2224	LOCAL GOV'T LIABILITY POOL	13605B	AA220007 JACK DAVIS	12/08/2021	1,000.00	1,000.00	12/21/2021
Total 2224:					1,000.00	1,000.00	
4380	LONG BUILDING TECHNOLOGI	SRVCE012423	SERVICE CALL: PARKING GARA	12/16/2021	967.33	.00	
4380	LONG BUILDING TECHNOLOGI	SRVCE012423	SERVICE CALL: PARKING GARA	12/16/2021	967.34	.00	
4380	LONG BUILDING TECHNOLOGI	SRVCE012423	SERVICE CALL: PARKING GARA	12/16/2021	967.33	.00	
Total 4380:					2,902.00	.00	
6526	LSC TRANSPORTATION CONSU	61147	204470 START ON CALL CONTR	12/06/2021	1,560.00	.00	
Total 6526:					1,560.00	.00	
5423	MEDORA CORPORATION	84094	FLOAT: STANDARD LARGE FRA	12/16/2021	318.97	.00	
Total 5423:					318.97	.00	
5344	MEXIA, DOMINGO	136	COURT INTERPRETING	12/15/2021	800.00	.00	
Total 5344:					800.00	.00	
3841	MIKE'S OILFIELD SERVICES IN	32660	ENVIRONMENTAL CLEAN UP, E	11/22/2021	2,500.00	.00	
Total 3841:					2,500.00	.00	
4817	MOUNTAIN ELECTRICAL	3028	MATERIAL, LABOR	11/16/2021	399.63	.00	
Total 4817:					399.63	.00	
4129	MOUNTAIN X, LLC	14854	PROJ: HEAVY TRANSPORT STA	11/01/2021	735.87	.00	
Total 4129:					735.87	.00	
4623	MSC INDUSTRIAL SUPPLY CO	5074049001	HEX NUT, HX HD CAP SCR, BO	12/08/2021	246.61	.00	
Total 4623:					246.61	.00	
257	NAPAAUTO PARTS INC.	033455	AIR FILTER	12/01/2021	46.27	.00	
257	NAPAAUTO PARTS INC.	033525	AIR FILTER	12/01/2021	27.64	.00	
257	NAPAAUTO PARTS INC.	035246	NAPAGOLD FUEL FILTER, NAPA	12/09/2021	8.19	.00	
257	NAPAAUTO PARTS INC.	035248	NAPAGOLD AIR FILTER, NAPA C	12/09/2021	85.42	.00	
257	NAPAAUTO PARTS INC.	035479	COMPRESSOR	12/10/2021	37.95	.00	
257	NAPAAUTO PARTS INC.	035637	COMPRESSOR	12/11/2021	37.95	.00	
257	NAPAAUTO PARTS INC.	035645	AIR FILTER	12/11/2021	15.28	.00	
257	NAPAAUTO PARTS INC.	036311	WINDSHIELD WAHER, ICE DRIV	12/14/2021	80.15	.00	
257	NAPAAUTO PARTS INC.	036520	HOSE, SUPER DUTY GREASE C	12/15/2021	72.04	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
257	NAPA AUTO PARTS INC.	036534	NAPAGOLD AIR FILTER	12/15/2021	23.89	.00	
257	NAPA AUTO PARTS INC.	037827	NAPA EXACT FIT DRIVE, & NAP	12/21/2021	21.38	.00	
257	NAPA AUTO PARTS INC.	038824	NAPA LOW BEAM LIGHT, LAMP	12/27/2021	64.75	.00	
Total 257:					520.91	.00	
187	NELSON ENGINEERING	55705	PROJ: 14-175-03 021- WEST BR	06/30/2021	1,210.00	.00	
187	NELSON ENGINEERING	57258	20-259-01 PATHWAYS	11/30/2021	510.00	.00	
Total 187:					1,720.00	.00	
513	ON SIGHT LAND SURVEYORS I	120921	PT21-240 GLENWOOD	12/09/2021	1,200.00	.00	
Total 513:					1,200.00	.00	
6821	OTAK, INC.	000122100248	JACKSON GIS STORMWATER 0	12/15/2021	4,080.00	.00	
Total 6821:					4,080.00	.00	
4237	PLUMBING ANYTIME, INC.	21284	BROADWAY STORM DRAIN	04/14/2021	490.00	.00	
Total 4237:					490.00	.00	
6260	POLISEO, FLOREN	121721	ROLL 100 POSTAGE STAMPS- U	12/17/2021	58.00	.00	
Total 6260:					58.00	.00	
6483	PREMIER TRUCK- SALT LAKE C	775330669	120 IN CAB, FRT	10/07/2021	65.56	.00	
6483	PREMIER TRUCK- SALT LAKE C	775350121	PRESSURE VALVE	12/15/2021	139.19	.00	
6483	PREMIER TRUCK- SALT LAKE C	775352709	WIPER BLADE	12/27/2021	61.32	.00	
6483	PREMIER TRUCK- SALT LAKE C	CM775246206	CREDIT: CORE RETURN	11/08/2021	107.07-	.00	
Total 6483:					159.00	.00	
6953	PROBST, LOGAN	121321	TRAVEL EXPENSES	12/13/2021	1,131.30	.00	
Total 6953:					1,131.30	.00	
6594	PROTERRA	1034431	FOOTWELL LED 24V BLK CONN	10/09/2021	408.23	.00	
6594	PROTERRA	1034517	BASE 40' WINDSHIELD	12/10/2021	2,596.69	.00	
Total 6594:					3,004.92	.00	
6613	QUADIENT FINANCE USA, INV	790004408054	POSTAGE	11/29/2021	1,000.00	.00	
Total 6613:					1,000.00	.00	
215	RED'S AUTO GLASS, INC.	1039976	INSTALL WINDSHIELD FOR BUS	11/10/2021	250.00	.00	
Total 215:					250.00	.00	
6855	RHINEHART OIL CO, LLC	IN-552359-21	GAS 87 MID 10% ETHANOL, DS	12/17/2021	29,991.28	.00	
Total 6855:					29,991.28	.00	
5959	RJM PRECISION INSTRUMENT	122821	TRANSITION TRAVEL EXPENSE	12/28/2021	2,052.28	.00	
5959	RJM PRECISION INSTRUMENT	2618	TX DIRECT CONNECTION LEAD	10/08/2021	218.36	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 5959:					2,270.64	.00	
4723	RON'S TOWING	21-18146	PORT TO PORT HOURLY FEE D	12/27/2021	750.00	.00	
Total 4723:					750.00	.00	
6889	SAFELITE FULFILLMENT INC	05008-931	SOLAR 3RD VISOR FRIT HUMID	12/14/2021	537.31	.00	
6889	SAFELITE FULFILLMENT INC	05008-938	SOLAR 3RD VISOR	12/15/2021	381.90	.00	
Total 6889:					919.21	.00	
4831	SCHAEFFER MFG. CO	PXG4198-INV1	2- 55 GALLON DRUM SUPREME	12/14/2021	3,249.40	.00	
Total 4831:					3,249.40	.00	
6424	SCHECHTER, JONATHAN	122021	TRAVEL EXPENSES	12/20/2021	200.00	.00	
Total 6424:					200.00	.00	
6721	SENECA COMPANIES, INC	1892164	MATERIALS, GIL FEES, GBY ME	08/13/2021	3,646.82	.00	
6721	SENECA COMPANIES, INC	1906086 RI	HUS 1" HD DIESEL NOZZLE, 3/4	12/23/2021	486.05	.00	
Total 6721:					4,132.87	.00	
4548	SILVER CREEK SUPPLY	0005406948-0	BOOTZ NEXTILE- 4 PIECE WALL	12/02/2021	574.65	.00	
Total 4548:					574.65	.00	
4720	SILVERSTAR	54639 1221	MONTHLY CHARGES	12/20/2021	2,490.40	.00	
Total 4720:					2,490.40	.00	
236	SMITH POWER PRODUCTS,INC	3160671	FRT IN & OUT, HARNESS, GASK	12/14/2021	271.01	.00	
236	SMITH POWER PRODUCTS,INC	3161206	SUCTION KIT FILTER ASSEMBL	12/20/2021	127.13	.00	
236	SMITH POWER PRODUCTS,INC	3161650	OUT FREIGHT & HANDLING, VA	12/23/2021	311.66	.00	
236	SMITH POWER PRODUCTS,INC	3161740	FRT OUT, ALLISON KITS	12/27/2021	44.79	.00	
Total 236:					754.59	.00	
5632	SNAKE RIVER MEP COMPLETE,	6765	SI-FERRIN LABOR BILLING	12/23/2021	12,670.40	.00	
Total 5632:					12,670.40	.00	
4699	SNAKE RIVER ROASTING	75969	COFFEE- 4 BAGS: PW MAIN SH	12/22/2021	217.80	.00	
4699	SNAKE RIVER ROASTING	75989	COFFEE	12/23/2021	94.00	.00	
Total 4699:					311.80	.00	
5633	SNAKE RIVER SUPPLY, LLC	SI-FERRIN MA	SI-FERRIN MATERIAL BILLING #	12/23/2021	7,353.91	.00	
Total 5633:					7,353.91	.00	
1505	SPRING CREEK ANIMAL HOSPI	625018174	MEDS	12/21/2021	15.04	.00	
1505	SPRING CREEK ANIMAL HOSPI	625018175	ANIMAL CARE	12/21/2021	131.47	.00	
1505	SPRING CREEK ANIMAL HOSPI	625018181	DOG FOOD	12/21/2021	78.39	.00	
1505	SPRING CREEK ANIMAL HOSPI	625018263	NEUTER	12/22/2021	135.00	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 1505:					359.90	.00	
6838	SPSC POA - South Park Services	122721	APPLY CHARGES	12/27/2021	1,800.54	.00	
Total 6838:					1,800.54	.00	
241	ST JOHN'S HOSPITAL	5000535	pre-emp physical	11/24/2021	155.00	.00	
Total 241:					155.00	.00	
6871	STANDARD INSURANCE COMP	00169141 1221	december premium voluntary	11/16/2021	706.00	706.00	12/17/2021
6871	STANDARD INSURANCE COMP	0019141 1221	december premium	11/16/2021	4,521.99	4,521.99	12/17/2021
Total 6871:					5,227.99	5,227.99	
6951	STRIEGEL, SCOTT	121521	REFUND OVER PAYMENT WAT	12/15/2021	57.90	.00	
Total 6951:					57.90	.00	
4990	Swagit Productions, LLC	19389	STREAMING SERVICE	11/30/2021	1,775.00	.00	
Total 4990:					1,775.00	.00	
3029	TETON COUNTY SHERIFF'S OF	102621	REIMBURSE FOR PHILLIPS CA	10/26/2021	96.54	.00	
Total 3029:					96.54	.00	
614	TETON COUNTY TREASURER	OJ-000955 202	955 MAPLE WAY	09/13/2021	2,193.40	2,193.40	12/21/2021
Total 614:					2,193.40	2,193.40	
268	TETON MOTORS INC	5100747	MOLDING	12/15/2021	67.32	.00	
268	TETON MOTORS INC	5100818	COVER, CUSTER	12/21/2021	354.13	.00	
268	TETON MOTORS INC	6157144	PROGRAMMED CLUSTER CLEA	12/22/2021	167.40	.00	
Total 268:					588.85	.00	
3237	THE AFTERMARKET PARTS CO	82559738	SWITCH ASM-ROCKER, FRT	12/08/2021	290.75	.00	
Total 3237:					290.75	.00	
6810	THE TIRE RACK, INC.	GS47641	245/55R18 CP DISC TRU NORT	12/09/2021	1,176.24	.00	
Total 6810:					1,176.24	.00	
70	THYSSEN KRUPP ELEVATOR C	3006356331	GOLD- FULL MAINTENANCE SE	12/27/2021	3,063.53	.00	
Total 70:					3,063.53	.00	
6579	TITLE 22 CONSULTANTS	21-0036	PLAT REVIEW P21-282	12/06/2021	522.32	.00	
Total 6579:					522.32	.00	
4649	ULINE	143065781	PALLET RACK ROW SPACERS 6	12/27/2021	4,008.88	.00	
4649	ULINE	143065781	PALLET RACK ROW SPACERS 6	12/27/2021	1,974.52	.00	
4649	ULINE	143095200	PALLET RACH WIRE DECKING,	12/28/2021	724.88	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 4649:					6,708.28	.00	
777	UPPER CASE PRINTING INK	17752	INSERT START	12/06/2021	521.60	.00	
Total 777:					521.60	.00	
706	USA BLUE BOOK	826532	CHLORINE TEST KIT	12/21/2021	234.62	.00	
Total 706:					234.62	.00	
3881	VALLEY OFFICE SYSTEMS	AR1013704	COPIER CONTRACT	11/30/2021	530.15	.00	
3881	VALLEY OFFICE SYSTEMS	AR1013772	COPIER CONTRACT	11/30/2021	625.15	.00	
Total 3881:					1,155.30	.00	
3420	VISA	Admin 1 #5397	Picas	11/23/2021	66.12	66.12	12/27/2021
3420	VISA	Admin 1 #5397	credit motel 6	11/23/2021	1,687.77-	1,687.77-	12/27/2021
3420	VISA	Admin 1 #5397	coolworks	11/23/2021	149.00	149.00	12/27/2021
3420	VISA	Admin 1 #5397	indeed	11/23/2021	340.01	340.01	12/27/2021
3420	VISA	Admin 1 #5397	snow king motel	11/23/2021	2,100.00	2,100.00	12/27/2021
3420	VISA	Admin 1 #5397	motel 6	11/23/2021	3,616.65	3,616.65	12/27/2021
3420	VISA	Admin 1 #5397	sublette examiner	11/23/2021	97.50	97.50	12/27/2021
3420	VISA	Admin 1 #5397	my binding	11/23/2021	80.72	80.72	12/27/2021
3420	VISA	Admin 1 #5397	colorado mtn news	11/23/2021	235.00	235.00	12/27/2021
3420	VISA	Admin 1 #5397	johnson roberts	11/23/2021	35.00	35.00	12/27/2021
3420	VISA	Admin 2 #9118	amazon	11/23/2021	43.94	43.94	12/27/2021
3420	VISA	Admin 2 #9118	wyoming bar	11/23/2021	735.00	735.00	12/27/2021
3420	VISA	Admin 2 #9118	local	11/23/2021	70.83	70.83	12/27/2021
3420	VISA	Animal #2344 1	animal shelter supplies	11/23/2021	1,041.42	1,041.42	12/27/2021
3420	VISA	Animal #2344 1	medical supplies	11/23/2021	400.61	400.61	12/27/2021
3420	VISA	Chief 1115 11/2	supplies	11/23/2021	127.88	127.88	12/27/2021
3420	VISA	Chief 1115 11/2	sidewinders	11/23/2021	54.02	54.02	12/27/2021
3420	VISA	Chief 1115 11/2	credity	11/23/2021	175.00-	175.00-	12/27/2021
3420	VISA	IT - 6908 11/23/	iphone payment	11/23/2021	139.50	139.50	12/27/2021
3420	VISA	IT - 6908 11/23/	godaddy	11/23/2021	29.16	29.16	12/27/2021
3420	VISA	IT - 6908 11/23/	cbi	11/23/2021	21.19	21.19	12/27/2021
3420	VISA	IT - 6908 11/23/	blue sky appls	11/23/2021	191.88	191.88	12/27/2021
3420	VISA	IT - 6908 11/23/	credit	11/23/2021	500.00-	500.00-	12/27/2021
3420	VISA	IT - 6908 11/23/	paddle.net	11/23/2021	34.95	34.95	12/27/2021
3420	VISA	IT - 6908 11/23/	garmin	11/23/2021	64.95	64.95	12/27/2021
3420	VISA	IT - 6908 11/23/	concrete 5	11/23/2021	90.00	90.00	12/27/2021
3420	VISA	IT - 6908 11/23/	maverik	11/23/2021	6.12	6.12	12/27/2021
3420	VISA	IT - 6908 11/23/	pinky g's	11/23/2021	5.74	5.74	12/27/2021
3420	VISA	IT - 6908 11/23/	dish network	11/23/2021	15.96	15.96	12/27/2021
3420	VISA	IT - 6908 11/23/	amazon	11/23/2021	78.99	78.99	12/27/2021
3420	VISA	IT - 6908 11/23/	apple	11/23/2021	10.06	10.06	12/27/2021
3420	VISA	IT - 6908 11/23/	bluebeam	11/23/2021	349.00	349.00	12/27/2021
3420	VISA	LT 2 #1123 11/	cab store	11/23/2021	95.37	95.37	12/27/2021
3420	VISA	LT 2 #1123 11/	united airlines	11/23/2021	392.80	392.80	12/27/2021
3420	VISA	LT 2 #1123 11/	safariland	11/23/2021	235.32	235.32	12/27/2021
3420	VISA	LT 2 #1123 11/	jim's trophy	11/23/2021	76.76	76.76	12/27/2021
3420	VISA	LT 2 #1123 11/	supplies	11/23/2021	480.43	480.43	12/27/2021
3420	VISA	LT 2 #1123 11/	ace hardware	11/23/2021	38.13	38.13	12/27/2021
3420	VISA	Planning 1 #60	mailchimp	11/23/2021	52.99	52.99	12/27/2021
3420	VISA	Planning 2 #61	international code council	11/23/2021	207.00	207.00	12/27/2021
3420	VISA	Planning 2 #61	international code council	11/23/2021	145.00	145.00	12/27/2021
3420	VISA	Police 3 #0355	travel expenses	11/23/2021	452.55	452.55	12/27/2021

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
3420	VISA	Police 3 #0355	travel expenses	11/23/2021	116.55	116.55	12/27/2021
3420	VISA	Police 3 #0355	ups	11/23/2021	29.14	29.14	12/27/2021
3420	VISA	PW 1 #8144 11	the wort	11/23/2021	93.77	93.77	12/27/2021
3420	VISA	PW 1 #8144 11	cutty's	11/23/2021	145.22	145.22	12/27/2021
3420	VISA	PW 1 #8144 11	bfive40	11/23/2021	553.79	553.79	12/27/2021
3420	VISA	PW 1 #8144 11	bfive40	11/23/2021	92.30	92.30	12/27/2021
3420	VISA	PW 1 #8144 11	bfive40	11/23/2021	92.30	92.30	12/27/2021
3420	VISA	PW 1 #8144 11	ceu plan	11/23/2021	109.95	109.95	12/27/2021
3420	VISA	PW 1 #8144 11	virginian	11/23/2021	113.11	113.11	12/27/2021
3420	VISA	PW 1 #8144 11	smiths	11/23/2021	16.57	16.57	12/27/2021
3420	VISA	PW 1 #8144 11	ceu plan	11/23/2021	244.65	244.65	12/27/2021
3420	VISA	PW 1 #8144 11	pinky g's	11/23/2021	90.86	90.86	12/27/2021
3420	VISA	PW 1 #8144 11	home depot	11/23/2021	486.53	486.53	12/27/2021
3420	VISA	PW 1 #8144 11	dog	11/23/2021	62.10	62.10	12/27/2021
3420	VISA	PW 1 #8144 11	mouser electronics	11/23/2021	57.22	57.22	12/27/2021
3420	VISA	PW 1 #8144 11	blinds.com	11/23/2021	3,447.40	3,447.40	12/27/2021
3420	VISA	PW 1 #8144 11	ceu plan	11/23/2021	223.80	223.80	12/27/2021
3420	VISA	PW#3 9688 11	teton sports	11/23/2021	1,349.73	1,349.73	12/27/2021
3420	VISA	PW#3 9688 11	tormack custom screen printing	11/23/2021	1,698.75	1,698.75	12/27/2021
3420	VISA	PW#3 9688 11	amazon	11/23/2021	847.84	847.84	12/27/2021
3420	VISA	Sergeant #106	amazon	11/23/2021	623.76	623.76	12/27/2021
3420	VISA	Sergeant #106	national medical services	11/23/2021	376.00	376.00	12/27/2021
3420	VISA	Sergeant #106	pinky g's	11/23/2021	200.11	200.11	12/27/2021
3420	VISA	Sergeant #106	travel expenses	11/23/2021	316.89	316.89	12/27/2021
3420	VISA	Sergeant #106	amazon	11/23/2021	84.70	84.70	12/27/2021
3420	VISA	Sergeant #106	amazon	11/23/2021	722.95	722.95	12/27/2021
3420	VISA	START 2 #121	supplies	11/23/2021	502.05	502.05	12/27/2021
3420	VISA	START 2 #121	meals	11/23/2021	504.51	504.51	12/27/2021
3420	VISA	START 2 #121	blue spruce cleaners	11/23/2021	33.71	33.71	12/27/2021
3420	VISA	START 2 #121	jobs ad	11/23/2021	246.50	246.50	12/27/2021
3420	VISA	Victim 9126 11/	vistaprint	11/23/2021	154.97	154.97	12/27/2021
3420	VISA	Victim 9126 11/	staples	11/23/2021	277.46	277.46	12/27/2021
3420	VISA	Victim 9126 11/	aaim	11/23/2021	150.00	150.00	12/27/2021
3420	VISA	Victim 9126 11/	albertsons	11/23/2021	89.44	89.44	12/27/2021
3420	VISA	Victim 9126 11/	coca cola	11/23/2021	24.60	24.60	12/27/2021
3420	VISA	Victim 9126 11/	staples	11/23/2021	91.16	91.16	12/27/2021
Total 3420:					24,315.17	24,315.17	
5022	VISION SERVICE PLAN - (WY)	9577130289	DECEMBER PREMIUM	12/16/2021	1,747.86	1,747.86	12/17/2021
Total 5022:					1,747.86	1,747.86	
6882	VISTA ENGINEERING LLC	2021-025-01-0	SMALL WWTP REVIEW, TIME A	12/10/2021	200.00	.00	
Total 6882:					200.00	.00	
309	WEBER DRILLING	8003A	MASS GASKET	10/08/2021	120.08	.00	
Total 309:					120.08	.00	
563	WESTBANK SANITATION	3846291	TRASH PICK UP @ WWTP- NOV	11/30/2021	721.46	.00	
Total 563:					721.46	.00	
1640	WESTERN STATE	IN001867921	AMI BLADE SSL, TRADE 2020 A	12/15/2021	4,251.44	.00	
1640	WESTERN STATE	IN001879179	SOCKET	12/27/2021	356.02	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 1640:					4,607.46	.00	
472	WHITE GLOVE CLEANING, INC.	7680	JANITORIAL CLEANING @ SNO	11/30/2021	350.00	.00	
Total 472:					350.00	.00	
3619	WY CHILD SUPPORT ENFORCE	121621	case #209790	12/16/2021	146.76	146.76	12/16/2021
Total 3619:					146.76	146.76	
3278	WY DEPT OF ENVIROMENAL Q	2079 1221	YEARLY TAN FEE FOR 2021 GA	12/15/2021	400.00	400.00	12/21/2021
3278	WY DEPT OF ENVIROMENAL Q	2079-2022	YEARLY TANK FEE FOR 2022 G	11/23/2021	400.00	.00	
Total 3278:					800.00	400.00	
575	WYOMING ASSOC OF RURAL W	17366	REGISTRATION CORY TEUSCH	12/07/2021	169.00	.00	
575	WYOMING ASSOC OF RURAL W	17377	MEMBER REGISTRATION JOHN	12/09/1977	169.00	.00	
575	WYOMING ASSOC OF RURAL W	17382	REGISTRATION FOR TOM MAS	12/14/2021	169.00	.00	
Total 575:					507.00	.00	
406	WYOMING LAW ENFORCEMEN	C-11261	TRAINING	01/11/2021	220.00	.00	
406	WYOMING LAW ENFORCEMEN	C-11477	TRAINING	11/15/2021	675.00	.00	
Total 406:					895.00	.00	
1208	WYOMING SECRETARY OF STA	120821	RENEW NOTARY PLUBLIC - BI	12/08/2021	60.00	60.00	12/21/2021
Total 1208:					60.00	60.00	
2179	XEROX CORPORATION	015083442	coper agreement	12/04/2021	130.58	.00	
2179	XEROX CORPORATION	015083443	coper agreement	12/04/2021	46.80	.00	
2179	XEROX CORPORATION	015083445	coper agreement	12/04/2021	13.65	.00	
2179	XEROX CORPORATION	015083447	coper agreement	12/04/2021	105.77	.00	
2179	XEROX CORPORATION	01583444	coper agreement	12/04/2021	57.00	.00	
Total 2179:					353.80	.00	
5539	Y2 CONSULTANTS, LLC	18427	PROJ: 19245- CVL-CSD02- CIVIL	12/16/2021	19,791.00	.00	
5539	Y2 CONSULTANTS, LLC	18458	PROJ: 21178- CVL-CSD01- SIDE	12/17/2021	1,754.40	.00	
5539	Y2 CONSULTANTS, LLC	18479	PROJ: 21014- CVL-CSD03-100%	12/10/2021	7,313.00	.00	
Total 5539:					28,858.40	.00	
2842	YELLOW IRON EXCAVATION, LL	64693	NOVMEBER 2021- TRASH REM	11/30/2021	1,942.50	.00	
Total 2842:					1,942.50	.00	
6945	ZELENKA, JOSHUA	122721	REFUND BAIL CASE 21-08-0304	12/27/2021	1,240.00	1,240.00	12/27/2021
Total 6945:					1,240.00	1,240.00	
Grand Totals:					357,740.75	54,408.68	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
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Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

City Treasurer: _____

Report Criteria:

Detail report.

Invoices with totals above \$0 included.

Paid and unpaid invoices included.

STAFF REPORT



Meeting Date:	January 10, 2021	Meeting Title:	Council Regular Meeting
Submitting Department:	Planning Department	Presenter:	Paul Anthony
Agenda Item:	P21-319 TEMPORARY SIGN PERMIT JH Farmer's Market - Winter Market Fest	Public Comment:	Yes

Purpose & Policy Considerations.

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

Requested Action.

JH Farmer's Market has requested to display four (4) temporary banners under Section 5.6.1.C.4.c of the LDRs to advertise its Winter Market Fest (see attached for various sizing).

- 100 E. Snow King Ave, Phil Baux Park Baseball Fence during:
 - January 11, 2022 – January 15, 2022 and January 30, 2022 – February 5, 2022
- 165 E. Broadway Ave, Healthy Being Juicery during:
 - January 11, 2022 – January 15, 2022 and January 30, 2022 – February 5, 2022
- 920 W. Broadway Ave, Lodge at JH Convention Center during:
 - January 11, 2022 – January 15, 2022 and January 30, 2022 – February 5, 2022
- 850 W. Broadway, Jackson Laundromat during:
 - January 11, 2022 – January 15, 2022 and January 30, 2022 – February 5, 2022

Section 5.6.1.C.4.c 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.

Recommendations.

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

1. The use of sites 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 signs are approved for the following locations:
 - 100 E. Snow King Ave, Phil Baux Park Baseball Fence during:
 - January 11, 2022 – January 15, 2022 and January 30, 2022 – February 5, 2022
 - 165 E. Broadway Ave, Healthy Being Juicery during:
 - January 11, 2022 – January 15, 2022 and January 30, 2022 – February 5, 2022
 - 920 W. Broadway Ave, Lodge at JH Convention Center during:
 - January 11, 2022 – January 15, 2022 and January 30, 2022 – February 5, 2022
 - 850 W. Broadway, Jackson Laundromat during:
 - January 11, 2022 – January 15, 2022 and January 30, 2022 – February 5, 2022

Background.

NA

Analysis.

NA

Alternatives (Optional).

NA

Fiscal Impact.

None

Staff Impact.

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

Attachments or Links.

Applicant Submittal

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

I move to **approve** temporary banner application (P21-319) for JH Farmer's Market - Winter Market Fest, including the three conditions of approval recommended by the Planning Director in this staff report dated January 10, 2021.

Snow King Phil Baux Park (8' x 10')



*Jackson Hole Farmers Market along with
Brent & Shelby Belote presents our*

Winter Market Fest

One Saturday a month December - April

CONFERENCE CENTER AT THE LODGE OF JH

| 1:00-4:00pm |

Healthy Being, The Lodge at JH Convention Center, Jackson Laundromat (8' x 2')



*Jackson Hole Farmers Market along with
Brent & Shelby Belote presents our*

Winter Market Fest

One Saturday a month December - April

CONFERENCE CENTER AT THE LODGE OF JH | 1:00-4:00PM



TEMPORARY SIGN PERMIT APPLICATION
Planning & Building Department

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

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

EVENT NAME:

Event Name: Jackson Hole Farmers Market Physical Address of Event: Lodge of JH Convention Center
Description of Event: Winter Market Fest
Grand Opening ☐ Yes ☒ No

EVENT SPONSOR/APPLICANT: Name:

Mailing Address: P.O. Box 744 Jackson WY. 83001 Phone: 805-698-5489
E-mail: jhfmts@gmail.com ZIP: 83001
Non-Profit: ☒ For Profit: ☐

TEMPORARY BANNER LOCATION: Consent from Property Owner Required

Business/Description: Albertson's (Banner size 8'10") Business/Description: Healthy Being Juicery (Size 8' x 2')

Physical Address: 165 East Broadway Ave

Dates of Display: 1/11/22-1/15/22 and 1/30/22-2/5/22

Consent from Owner Obtained? Yes ☒ No ☐

Business/Description: Lodge at JH Convention Center (Size 8' x 2")

Physical Address: 920 West Broadway Ave

Dates of Display: 1/11/22-1/15/22 and 1/30/22-2/5/22

Consent from Owner Obtained? Yes ☒ No ☐

Business/Description: Jackson Laundromat (Size 8' x 2")

Physical Address: 850 West Broadway

Dates of Display: 1/11/22-1/15/22 and 1/30/22-2/5/22

Consent from Owner Obtained? Yes ☒ No ☐

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

Yes ☒ No ☐ Illustration of each proposed sign that includes dimensions, colors, materials and type of sign.

Yes ☐ No ☒ Installation specifications, and any structural details or specifications required for freestanding signs.

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

Signature of Authorized Event Applicant

Jenny May Shervin

Applicant Name Printed

12/6/21

Date

Market Manager

Title

kpage

Location change to Snow King Ball Park. See additional permit application with location detail



TEMPORARY SIGN PERMIT APPLICATION

Planning & Building Department

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

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

EVENT NAME:

Event Name: Jackson Hole Farmers Market Physical Address of Event: 920 West Broadway
Description of Event: Winter Market Fest
Grand Opening ☐ Yes ☒ No ☐

EVENT SPONSOR/APPLICANT: Name:

Mailing Address: P.O. Box 744 Phone: 805-698-5489
E-mail: jhfmts@gmail.com ZIP: 83001
Non-Profit: ☒ For Profit: ☐

TEMPORARY BANNER LOCATION: Consent from Property Owner Required

Business/Description: <u>Snow King Baseball Field Fencing</u>	Business/Description: _____
Physical Address: <u>100 East Snow King Ave</u>	Physical Address: _____
Dates of Display: <u>1/9/22-1/15/22 & 1/30/22-2/5/22</u>	Dates of Display: _____
Consent from Owner Obtained? Yes ☒ No ☐	Consent from Owner Obtained? Yes ☐ No ☐
Business/Description: _____	Business/Description: _____
Physical Address: _____	Physical Address: _____
Dates of Display: _____	Dates of Display: _____
Consent from Owner Obtained? Yes ☐ No ☐	Consent from Owner Obtained? Yes ☐ No ☐

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

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

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

Jenny May Shervin
Signature of Authorized Event Applicant
Jenny May Shervin
Applicant Name Printed

12/20/21
Date
Market Manager
Title

STAFF REPORT



Meeting Date:	10 January 2022	Meeting Title:	Town Council Regular
Submitting Department:	Public Works	Presenter:	Floren Poliseo
Agenda Item:	Good Neighbor Handbook MOA	Public Comment:	Yes

Purpose & Policy Considerations.

Consideration of a Memorandum of Agreement (MOA) with the Teton Conservation District (TCD), Jackson Hole Land Trust (JHLT), and Teton County regarding the Good Neighbor Handbook.

Requested Action.

Approve and authorize the Mayor to execute the MOA.

Recommendations.

Approve and authorize the Mayor to execute the MOA.

Background.

The Good Neighbor Handbook will be a print and digital educational resource that introduces people to environmental stewardship in Teton County, Wyoming. An unprecedented number of new residents moved to the valley over the last few years—by some estimates, 30% of the population turns over each year and the real estate market regularly breaks volume and dollar records. Additionally, visitation and tourism saw record numbers in recent years. The Good Neighbor Handbook will seek to empower new and longtime residents, as well as guests to the region, to be environmental stewards.

Inspired by the Chelan County, WA Good Neighbor Handbook (link included in the Attachments section), the Good Neighbor Handbook will serve as a “how to guide” for environmental stewardship in Teton County. It will be a visually engaging resource that provides context, straightforward actions, and points of contact for natural resource topics including native habitat preservation and restoration, wildlife coexistence, responsible recreation, water quality, wildfire risk reduction, invasive species, transportation, energy conservation, recycling and waste management, and more. The document is expected to be 30-40 pages in length and will be constructed in a way that makes it easily editable for future editions and changes.

Teton Conservation District and Jackson Hole Land Trust (JHLT) are seeking to partner with Teton County and the Town of Jackson and are requesting Teton County and Town of Jackson staff time and consideration of future funding support. TCD and the JHLT have presented two alternatives for Teton County and Town of Jackson involvement with this project:

Alternative A: Dedicate staff time during FY22 and FY23 as outlined in the attached Memorandum of Agreement (MOA) and during budgeting consider allocating FY23 funding in the amount of \$10,000 each from the Town of Jackson and Teton County (\$20,000 total) for the purposes outlined in the MOA.

Alternative B: Dedicate staff time during FY22 and FY23 as outlined in the MOA.

The MOA has been approved by the TCD and JHLT; the Teton County Board of County Commissioners heard this item January 4, 2022 and approved the MOA subject to Alternative B as stated above.

Analysis.

The Good Neighbor Handbook was prompted by requests from members of the public to help address an array of natural resources concerns stemming from an influx of new residents. The project uses a collaborative approach that solicits input from locally specialized organizations focused on natural resources topics and intends to reach as many members of the community as possible through marketing and distribution, especially new residents.

While TCD and Town may not have historically seen the need to enter into an Agreement for this type of project, the new TCD Executive Director, Carlin Girard, has a strong interest in better documenting evidence of fostered partnerships with meaningful positive impacts to demonstrate buy-in from important stakeholders. This does ultimately help all of us convince potential contributors that their time and money will be well spent (e.g. Town and County soliciting grants, non-profits and other interest groups contributing staff time, media providing positive coverage, etc.).

Susan Scarlata, Town Community Engagement Specialist, and Floren Poliseo, Public Works Director, met with TCD and County staff this past fall to discuss this project opportunity. Internal meetings among other Town staff followed that initial discussion. The below information addresses relevant sections of the Agreement for Town Council consideration. For convenience, the section numbers used reference those included in the proposed MOA.

V. A. Shared Responsibilities of Lead Partners

While several activities are listed in this section, and “Lead Partners” is defined as all four of the parties invited to enter into this agreement, the intent is that these tasks will predominantly be conducted by TCD with assistance from JHLT. The reason it was not limited to those two entities and was instead attributed to all Partners is to allow Town and County the flexibility and ability to insert themselves in a review or contributory capacity on any of these items, if so desired at any point throughout the project. The intent is not to hold all four parties accountable for performing each of these tasks.

V. D. Responsibilities of Town of Jackson and Teton County

1. *Identify and prioritize topics to be included...* Here, Town staff would provide topics and associated information for inclusion in the Handbook. These would largely come from the list of items that the Town Community Engagement Specialist and Town Public Information Officer would typically inform the public on annually, with a few potential additions pending the outcome of other ongoing projects (such as the public education component of the Stormwater Management Program as it is developed).
2. *Review Project for conflicts with LDRs.* The intent of this item is to allow Town and County staff to review the text included in the Handbook that directly ties to Town or County policies or regulations to ensure it provides accurately stated information that does not conflict with Code, etc. One example is the Town’s desire to include the “No Idling” rule as an informational topic in this Handbook. As the content is drafted by the consultant team, Town would have the ability to review the text to ensure it is correct based on our adopted rule.
3. *Support marketing and distribution.* Town staff anticipates posting a link to the Handbook on our website, on social media accounts, in our newsletter, and potentially in a water bill insert. All of these are things that we would normally do to disseminate this type of information to our community, particularly since any content we provide for this Handbook is something we would already plan to get word out to the public in these ways.
4. *During the FY23 budget process, may consider allocating funding...* This is up to the Town Council at the time of the FY23 budget process to decide. It does not obligate the current or future Town Council to consider or approve any funding, and any allocation of funds would be subject to the priorities and approvals set forth by the Council in place at the time budget considerations are desired.

Possible Alternatives.

Town Council may alternatively direct staff to:

- allocate funding to the effort in FY22, in addition to the staff time presented
- not contribute staff time to this effort
- other, as desired by Council

Comprehensive Plan & Priority Alignment.

The Good Neighbor Handbook can educate and encourage citizens on many topics related to Comp Plan goals. Generally, the Handbook will contribute to the following:

- Ecosystem Stewardship (Common Value 1), Chapter 1. Stewardship of Wildlife, Natural Resources, and Scenery and Chapter 2. Climate Sustainability.
- Quality of Life (Common Value 3), Chapter 7. Multimodal Transportation.

A full list of each specific Policy and Strategy the Handbook supports could be created once the table of contents is established.

Fiscal Impact.

None at this time. Discretionary for Town Council in place at time of budget considerations.

Staff Impact.

Town staff from Public Works and Community Development Departments would be involved in this effort. The amount of staff time dedicated to the project is flexible, but at minimum is expected to be roughly 9 hours between now and August 2022 to review alignment with Town code, policies, and regulations. More staff time could be dedicated to update and continue to promote the product in future years. Below is an estimated timeline of Town staff involvement:

- January 2022: Town staff work with County, TCD, and JHLT staff to finalize the Good Neighbor Handbook table of contents and document structure (2 hours of staff time).
- March 2022: Written content is finalized; Town staff review to ensure content aligns with Town priorities (3 hours of staff time).
- May 2022: Final Draft of Good Neighbor Handbook is completed; Town and County complete final review (2 hours)
- August 2022: Good Neighbor Handbook launch; Town and County support distribution and marketing (2 hours)

Attachments or Links.

MOA

www.chelancountygoodneighbors.org

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

I move to approve the Memorandum of Agreement between the Town of Jackson, the Teton Conservation District, Jackson Hole Land Trust, and Teton County, Wyoming for the Good Neighbor Handbook and authorize the Mayor to execute the Agreement, dedicate staff time during FY22 and FY23 as outlined in the Memorandum of Agreement (MOA) and during budgeting consider allocating FY23 funding in the amount of \$10,000 from the Town of Jackson for the purposes outlined in the MOA, subject to minor changes by the Town Attorney.

MEMORANDUM OF AGREEMENT
Between TETON CONSERVATION DISTRICT; JACKSON HOLE LAND TRUST; TETON
COUNTY, WYOMING; and TOWN OF JACKSON, WYOMING
for the GOOD NEIGHBOR HANDBOOK

- I. Parties:** This Memorandum of Agreement (MOA) is made and entered into this day ____ of _____, 2022 (the “Effective Date”) by and between Teton Conservation District (TCD); Jackson Hole Land Trust (JHLT); Teton County, Wyoming; and Town of Jackson, Wyoming. Collectively these parties will be referred to as the “Lead Partners.”
- II. Background:** TCD is a duly organized Wyoming Conservation District whose mission is to work with the community in the conservation of natural resources for the health and benefit of people and the environment. JHLT is a non-profit 501(c)3 organization whose mission is to protect and steward the treasured landscapes of Northwest Wyoming. Teton County, Wyoming is a political subdivision of the State of Wyoming whose mission is to support the well-being of its residents by providing responsive and efficient services; providing programs that contribute to public health, safety, and welfare; and supporting the community’s goals as expressed in the Teton County Comprehensive Plan. The Town of Jackson Wyoming is the only incorporated municipality in Teton County, Wyoming. The Town’s mission is to provide municipal services that enhance the quality of life for our residents and guests and to help support the local economy. This MOA is justified by the Lead Partners’ shared interest in persevering natural resources, wildlife, native habitat, working lands, and open spaces.
- III. Purpose:** The purpose of this MOA is to document the intent, timelines, and roles and responsibilities of this voluntary, cooperative effort between the Lead Partners to collaborate on a project tentatively titled the “Good Resident Handbook” (referred to as the “Project”), a printed and digital media resource that seeks to foster environmental stewardship values in the Jackson Hole community.
- IV. Term of the MOA:** This MOA shall commence upon the Effective Date above and terminate on June 30, 2023, unless terminated sooner by any of the parties in writing.
- V. Responsibilities:** The Project will be led by the group of Lead Partners, which will take on greater responsibility with the content and aesthetic direction of the project. Contributing Partners, which may include local and regional nonprofits and agencies or other subject matter experts, will be engaged by Lead Partners to contribute content and other responsibilities as appropriate.
- A. Shared Responsibilities of Lead Partners:**
1. Participate in Project meetings.
 2. Work with other Lead Partners to engage new Lead and Contributing Partners, selected by Lead Partner consensus. Lead Partners will collectively manage selected Contributing Partners.
 3. Consider funding sources.
 4. Identify and prioritize topics to be included in the Project; establish table of contents and outline the document structure.

5. Contribute written and visual content as appropriate based on area of expertise.
6. Manage Contributing Partner content deadlines and edit Contributing Partner content.
7. Advise and work with graphic designer throughout product development.
8. Final editorial review of product.
9. Create marketing plan and market and distribute final product.
10. Invoicing and remittance of payment relating to this project will be done in a timely manner.

B. Responsibilities of TCD:

1. Administer Project budget.
2. Administer contracts, including graphic designer, marketing, copy editing, printing, or other contractors as needed.
3. Coordinate and facilitate Project meetings and communications.
4. Invoice project partners in accordance with the budget found in Appendix A, or as is otherwise agreed to in written communication.
5. Contribute funding in the amount of \$15,000 for graphic design, marketing and advertising services, as shown in Appendix A or is otherwise agreed to in writing.

C. Responsibilities of the Jackson Hole Land Trust:

1. Dedicate staff time to content creation, review of proposals by contractors, graphic design review, and grant writing.
2. Contribute \$500 for copy editing services, as shown in Appendix A or otherwise agreed to in writing.
3. Support the marketing and distribution.

D. Responsibilities of Town of Jackson and Teton County:

1. Identify and prioritize topics to be included in the Project; establish table of contents and outline of document structure.
2. Review Project for conflicts with Land Development Regulations.
3. Support marketing and distribution.
4. During the Fiscal Year 2023 budget process, may consider allocating funding in the amount of \$10,000 each (\$20,000 total) from the Town of Jackson and Teton County to execute printing, mailing, marketing, advertising, distribution, and other promotion-related costs of the Project, as shown in Appendix A or otherwise agreed to in writing.

VI. Financial Contributions and Invoicing: TCD will invoice partners that are contributing funding within thirty days of entering into this agreement. Entities contributing funding shall remit payment to TCD within thirty days of invoicing. TCD will return any unused funds upon Project completion.

VII. Project Timeline: The first phase of the project (December 2021-June 2022) will bring the content development and graphic design to completion. The second phase of the project (beginning July 2023) will be centered on printing, distribution, and promotion of the Project.

A. Phase 1 - Winter 2021/2022:

1. Content creation by Lead and Contributing Partners
2. Lead Partners assist and TCD solicits proposals for graphic design and marketing
3. Graphic design development

B. Phase 1- Spring 2022:

1. Content compilation and graphic design finalization
2. Copy editing
3. Marketing plan development

C. Phase 2 - Summer 2022 and beyond:

1. Promotion/marketing
2. Printing
3. Distribution

VIII. Points of Contact and Notices: Notices related to termination and/or modification of this MOA shall be in writing and given to the parties at the addresses provided under this MOA, either by regular mail, delivery person, or email. Communications to TCD shall be sent to the then-current Executive Director of TCD. Communications to JHLT shall be sent to the then-current President of JHLT. Communications to Teton County shall be sent to the then-current Board of County Commissioners' Administrator. Communications to Town of Jackson shall be sent to the then-current Director of Public Works.

Teton Conservation District

P.O. Box 1070

Jackson, WY 83001

307-733-2110

Carlin Girard, Executive Director (carlin@tetonconservation.org)

Jackson Hole Land Trust

P.O. Box 2897

Jackson, WY 83001

307-733-4707

Max Ludington, President (max@jhlandtrust.com)

Teton County, Wyoming

P.O. Box 3594

Jackson, WY 83001

307-733-8094

Alyssa Watkins, Board of County Commissioners Administrator
(awatkins@tetoncountywy.gov)

Town of Jackson, Wyoming

P.O. Box 1687

Jackson, WY 83001

307-733-3079

Floren Poliseo, Director of Public Works (FPoliseo@jacksonwy.gov)

IX. General Provisions:

A. Amendments: Any changes, modifications, and revisions or amendments to this MOA which are mutually agreed upon by the parties shall be incorporated by written instrument, executed, and signed by all parties of this MOA. No verbal amendments are permitted.

B. Applicable Law: The Laws of the State of Wyoming shall govern the construction, interpretation, and enforcement of this MOA. The courts of the State of Wyoming shall have jurisdiction over any action arising out of the MOA, and over the parties, and the venue shall be the Ninth Judicial District, Teton County, Wyoming.

C. Entirety of Agreement: This MOA represents the entire and integrated agreement between the parties and supersedes all prior negotiations, representations, and agreements, whether written or oral. Where any portion of this MOA conflicts with state statute, state statute shall govern.

D. Severability: Should any portion of this MOA be judicially determined to be illegal or unenforceable, the remainder of the MOA shall continue in full force and effect, and either party may re-negotiate the terms affected by the severance.

E. Governmental Claims: Neither Teton County nor TCD nor Town of Jackson waives its governmental immunity or rights under the Wyoming Governmental Claims Act by entering into this MOA, and each party fully retains all immunities and defenses provided by law with respect to any action based on or occurring as a result of this MOA.

F. Indemnification: Each party shall assume the risk of any liability arising from its own actions or omissions or the actions or omissions of its employees, volunteers, and agents at all times. No party agrees to insure, defend, or indemnify the other, subject to negligence or willful misconduct

X. Signatures: In witness whereof, the parties to this MOA through their duly authorized representative have executed this MOA on the days and dates set forth below, and certify that they have read, understood, and agreed to the terms and conditions of this MOA as set forth herein.

IN WITNESS WHEREOF, the parties hereto have executed this MOA as of the last written date below.

Teton Conservation District

By: _____
Steve McDonald, Board Chair

Date: _____

Jackson Hole Land Trust

By: _____
Shawn Smith
Chair of the Board, Jackson Hole Land Trust

Date: _____

Teton County, Wyoming

By: _____
Natalia D. Macker, Chair, Teton County
Board of County Commissioners

Date: _____

ATTEST: _____
Maureen E. Murphy, Teton County Clerk

Town of Jackson

By: _____
Hailey Morton Levinson, Mayor, Town of Jackson
Town Council

Date: _____

ATTEST: _____
Lynsey Lenamond, Town of Jackson Clerk

GOOD NEIGHBOR HANDBOOK MOA - APPENDIX A - BUDGET

	Teton Conservation District	Town of Jackson	Teton County	Jackson Hole Land Trust	Partner TBD	TOTAL
Graphic Design	\$ 10,000.00					\$ 10,000.00
Marketing & Advertising	\$ 5,000.00				\$ 10,000.00	\$ 15,000.00
Copy Editing				\$ 500.00		\$ 500.00
Printing (~\$3.50-\$5.00/piece)		\$ 5,000.00	\$ 5,000.00			\$ 10,000.00
Distribution (Mail \$2-\$3/piece)		\$ 5,000.00	\$ 5,000.00			\$ 10,000.00
TOTAL	\$ 15,000.00	\$ 10,000.00	\$ 10,000.00	\$ 500.00	\$ 10,000.00	\$ 45,500.00

STAFF REPORT



Meeting Date:	January 10, 2022	Meeting Title:	Regular – Consent
Submitting Department:	Legal	Presenter:	Lea Colasuonno
Agenda Item:	Informed Consent	Public Comment:	Yes

Purpose & Policy Considerations.

The purpose of this item is to inform Council of the potentiality for future conflicts of interest in the Town Attorney's representation of 1) Council and START and 2) Council and ECW and provide Council the opportunity to consent to the Town Attorney's representation of each of these agencies.

Requested Action.

Review the informed consent letters attached and authorize the Mayor to execute the letters.

Recommendations.

Staff makes no recommendation on this item.

Background.

The Town Attorney represents the Council and represents two joint powers boards – START and ECW. It is not uncommon for a government attorney to represent an agency and is not a conflict of interest at this time. Nonetheless, the best practice is to make both parties in each situation (START and the Town, and ECW and the Town) aware of the potential for a conflict and obtain written consent for the representation.

Analysis.

There is not an existing conflict of interest from the Town Attorney's representation of START and the Town nor from the Town Attorney's representation of ECW and the Town. The representations are not directly adverse in either situation, and there is not a significant risk that the representations of the parties in either situation is or will be materially limited by the Town Attorney's responsibilities to the other. However, an issue could arise in the future. The Town Attorney is certain of the current ability to provide competent and diligent representation in each situation to the Town, as well as START and ECW; that such representation is permitted by law and commonplace; and that the representation does not involve litigation against each party. Nevertheless, the best practice is to make the Town (and the other parties) aware of the potential for a conflict of interest, enable the Town to consider the information, and obtain consent to the representation.

Possible Alternatives.

Council could elect not to consent to the representation.

Comprehensive Plan & Priority Alignment.

Section 8.1 and 8.2: Timely, efficiently, and safely deliver quality services to the community in a fiscally responsible and coordinated manner.

Fiscal Impact.

None.

Staff Impact.

None.

Attachments or Links.

1. Informed consent letter for the Town Attorney's representation of START.
2. Informed consent letter for the Town Attorney's representation of ECW.

Suggested Motion.

I move to approve of and consent to the Town Attorney's simultaneous representation of the Town and START and the simultaneous representation of the Town and ECW, and authorize the Mayor to execute both letters of informed consent attached to this staff report.



LEGAL DEPARTMENT

January 4, 2022

As you know, pursuant to the joint powers agreement, the Town Attorney represents Energy Conservation Works ("ECW") with respect to matters for which it needs legal representation and, simultaneously, represents the Town of Jackson with respect to matters for which it needs legal representation.

Wyoming Rule of Professional Conduct for Attorneys at Law 1.7 provides:

(a) Except as provided in paragraph (b), a lawyer shall not represent a client if the representation involves a concurrent conflict of interest. A concurrent conflict of interest exists if:

- (1) the representation of one client will be directly adverse to another client; or
- (2) there is a significant risk that the representation of one or more clients will be materially limited by the lawyer's responsibilities to another client, a former client or a third person or by a personal interest of the lawyer.

(b) Notwithstanding the existence of a concurrent conflict of interest under paragraph (a), a lawyer may represent a client if:

- (1) the lawyer reasonably believes that the lawyer will be able to provide competent and diligent representation to each affected client;
- (2) the representation is not prohibited by law;
- (3) the representation does not involve the assertion of a claim by one client against another client represented by the lawyer in the same litigation or other proceeding before a tribunal; and
- (4) each affected client gives informed consent, confirmed in a writing, signed by the client.

While I do not find that the representation of either ECW or the Town is directly adverse to the other, nor that there is a significant risk that the representation of either is or will be materially limited by the my responsibilities to the other, these issues could arise in the future. Moreover, I am certain that at this time I am able to provide competent and diligent representation to both ECW and the Town, that such representation is permitted by law and commonplace, and that the representation does not involve litigation against each party. Nonetheless, the best practice is to make both parties aware of this rule, inform both of my obligations, enable both to consider the information, obtain consent to the representation, and affirm that I will remain vigilant in my ongoing obligation to monitor the potential for a conflict.

I hereby consent to the representation set forth above:

Town of Jackson

START

Hailey Morton Levinson, Mayor

Jared Smith, Board Chair

ATTEST:

ATTEST:

Town Clerk, Riley Taylor

Board Secretary, Susan Mick



LEGAL DEPARTMENT

January 4, 2022

As you know, the Town Attorney represents Southern Teton Area Rapid Transit ("START") with respect to matters for which it needs legal representation and, simultaneously, represents the Town of Jackson with respect to matters for which it needs legal representation.

Wyoming Rule of Professional Conduct for Attorneys at Law 1.7 provides:

(a) Except as provided in paragraph (b), a lawyer shall not represent a client if the representation involves a concurrent conflict of interest. A concurrent conflict of interest exists if:

- (1) the representation of one client will be directly adverse to another client; or
- (2) there is a significant risk that the representation of one or more clients will be materially limited by the lawyer's responsibilities to another client, a former client or a third person or by a personal interest of the lawyer.

(b) Notwithstanding the existence of a concurrent conflict of interest under paragraph (a), a lawyer may represent a client if:

- (1) the lawyer reasonably believes that the lawyer will be able to provide competent and diligent representation to each affected client;
- (2) the representation is not prohibited by law;
- (3) the representation does not involve the assertion of a claim by one client against another client represented by the lawyer in the same litigation or other proceeding before a tribunal; and
- (4) each affected client gives informed consent, confirmed in a writing, signed by the client.

While I do not find that the representation of either START or the Town is directly adverse to the other, nor that there is a significant risk that the representation of either is or will be materially limited by the my responsibilities to the other, these issues could arise in the future. Moreover, I am certain that at this time I am able to provide competent and diligent representation to both START and the Town, that such representation is permitted by law and commonplace, and that the representation does not involve litigation against each party. Nonetheless, the best practice is to make both parties aware of this rule, inform both of my obligations, enable both to consider the information, obtain consent to the representation, and affirm that I will remain vigilant in my ongoing obligation to monitor the potential for a conflict.

I hereby consent to the representation set forth above:

Town of Jackson

Hailey Morton Levinson, Mayor

ATTEST:

Town Clerk, Riley Taylor

START

Jared Smith, Board Chair

ATTEST:

Board Secretary, Susan Mick

STAFF REPORT



Meeting Date:	January 10 th , 2022	Meeting Title:	Regular Council Meeting
Submitting Department:	Administration	Presenter:	Larry Pardee
Agenda Item:	Discussion on Mid-Year compensation adjustment.	Public Comment:	Yes

Purpose & Policy Considerations.

The purpose of this item is to discuss a mid-year compensation adjustment for Town employees and Joint Department employees.

Requested Action.

To discuss and recommend a mid-year compensation adjustment of 2.5% for Town employees and Joint Department employees.

Recommendations.

Staff recommends approval of the mid-year compensation adjustment of 2.5% for Town employees and Joint Department employees.

Background.

Teton County has completed their compensation study and are implementing a 2.5% County-wide compensation adjustment, along with other additional targeted recommended adjustments from their study. County Administrator Alyssa Watkins has requested Town approval to fund its 45% share of the adjustment for all jointly funded Department employees under Teton County management starting January 2nd through June 30th, 2022.

At the November 1st Town Council meeting, the Town Manager's report outlined the need to conduct a comprehensive classification and compensation study that also provided an in-depth review of job descriptions, a review of the advancement program in place, and other associated tasks. The Town Council provided direction to proceed with issuance of a Request for Proposals (RFP) for this work. The last formal salary survey the Town was involved in occurred in 2006. As noted on November 1, once proposals have been received, staff would bring the issue back before Council to consider selecting a vendor, and, if desired, issue an engagement letter/enter a contract and move forward with the project. Also as noted, any salary range and salary adjustments made as a result of the study would potentially be implemented with the FY23 budget.

It is staff's recommendation that a 2.5% base wage adjustment be provided in January 2022 across the board, and that an additional adjustment to be considered with the FY23 budget upon completion of the Town-wide Compensation and Classification Study and that additional funds be set aside in the FY23 budget to make any further adjustments based on the Compensation and Classification study results.

Analysis.

Our current adopted Fiscal Year 2022 budget collections are estimated to be \$3 Million ahead of the approved budget. The proposed approximately 2.5% adjustment would be the first step tied to the larger compensation and classification study to be performed over the next 6-8 months. This increase is an interim step towards maintaining competitive wages with the market and will hopefully provide assistance in recruiting and retaining employees. Providing this interim step now also acknowledges and thanks our staff for their hard work over the last year, working at times short staffed on many teams and it serves to help maintain balance with Teton County.

- A recommended 2.5% Town-wide compensation adjustment would be approximately \$130,000 to the general fund and \$20,000 to all other funds.

- A recommended County Joint Departments compensation adjustment, for our 45% match, is approximately \$60,000 to finish the year.

Alternatives.

Other alternatives to consider include combining this base wage adjustment with some kind of bonus amount or providing a bonus amount instead of a base wage increase.

Comprehensive Plan & Priority Alignment.

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

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

Fiscal Impact.

With acceptance of the proposed motion, the following approved amendments will be reflected in the 2nd budget amendment presented to Council February 1, 2022.

FY2022 Budget Amendment	Expenditure
Town wide 2.5% compensation adjustment increase	\$ 150,000
Teton County Joint Department increase	\$ 60,000
Total	\$ 210,000

Staff Impact.

Staff impact will include 4 hours of staff time administer the changes. The staff impact of the recommended budget amendment is positive in that it acknowledges staff contributions and trying to maintain quality Core Municipal Services, which allows us to keep pace with the job market, recruitment, and retention.

Attachments or Links.

Suggested Motion.

I move to approve a mid-year 2.5% compensation adjustment for Town employees and a compensation adjustment for Joint Department employees as approved by Teton County for the remainder of FY22.

STAFF REPORT



Meeting Date:	January 10, 2022	Meeting Title:	Town Council Regular Meeting
Submitting Department:	Community Development	Presenter:	Susan Scarlata
Agenda Item:	Equity Task Force Appointments	Public Comment:	Yes

Purpose & Policy Considerations.

At Town Council's January 2021 Retreat, one of Council's priorities was the creation of an Equity Task Force to help develop a more equitable, inclusive, and diverse local government and a more livable community.

Requested Action.

Staff requests that Council consider the proposed timeline for appointments to the Equity Task Force, make a motion to interview some of the applicant pool and make appointments by majority vote of the Town Council on Monday, February 14.

Recommendations.

Staff recommends that Council interview eighteen of the applicants for the Equity Task Force and appoint nine members.

Background.

At the August 30, 2021, Town Council Workshop Council moved to establish an Equity Task Force as set forth in the staff report and work plan presented at the meeting and authorized the expenditure of stipends for Equity Task Force members. Please see the attached staff report and workplan from that meeting for additional details on previous Council action.

Previously, staff recommended that recruitment for the Equity Task Force occur before the New Year, which it did with the application period closing December 17. The application materials contained the following overview. "The Town of Jackson is launching an Equity Task Force to advise the Town on equity and inclusion strategies, strengthen connections among the many segments of the community, and make recommendations to the Town and Town Council on priorities, policies, and solutions to help bring a wider variety of voices and perspectives into conversations to, ultimately, inform decision-making." Staff recommended that appointment of Task Force members take place in the winter of 2022.

Analysis.

Scheduling time to interview some of the Equity Task Force applicant pool and appointing members on February 14 aligns with the timeline outlined to Council, the public, and applicants. Previously, staff recommended an Equity Task Force of 7 members, but the fruitful application process (37 complete applications submitted) demonstrates there is deep interest in this work and that there are many well-qualified applicants whose experience will contribute to a productive Task Force. Thus, staff is now recommending a 9-member Task Force, which will allow for an equal number of members on three committees and may also allow for more work to be achieved. Staff plans to cull the list to 18 applicants for Council to interview based on varied lived experience, community involvement, and professional experience working on local government and equity initiatives. Councilmembers will be able to add to the list of interviewees from the applicant pool, if desired. Having the Task Force appointed in February will provide ample time to juggle the schedules of 9 members and staff to set a monthly meeting schedule to begin in April of 2022.

Possible Alternatives.

As the Equity Task Force is newly created, Council has the option to appoint members by the Mayor with consent of the rest of Council rather than by the majority vote of the Town Council.

Comprehensive Plan & Priority Alignment.

The Comp Plan's third Common Value is 'Quality of Life,' which highlights that our community takes pride in our local identity and community character. The Comp Plan states, "Residents and visitors have become accustomed to high-quality life safety, transportation, educational, social, cultural, and recreational services." The Equity Task Force can consider if this is true for all residents and if not, recommend changes that will help move our community further toward this aspiration.

Fiscal Impact.

At its August 30 meeting, Council authorized Equity Task Force members be paid \$450 per month to participate. For a 7-member Task Force this totaled to \$37,800. For a 9-member Task Force, this will total to \$48,600. This is not currently a budgeted expense and will require a budget amendment.

Staff Impact.

The Community Development Department has staff capacity to create and steward the Equity Task Force. As this department seeks to shrink the distance between the people making decisions and the people impacted by them, establishing an Equity Task Force is an appropriate and fruitful use of staff time and resources. Staff anticipates the Legal Department will be involved to train Equity Task Force members, go over ethical obligations, and communication protocols. IT will also be asked to support Task Force members to utilize Town email.

Attachments or Links.

August 30 Staff Report, Work Plan, and minutes.

Suggested Motion.

I move to direct staff to schedule Equity Task Force member interviews on Monday, February 14 and an Executive Session after for Town Council to appoint Equity Task Force members on that same date.

TOWN COUNCIL PROCEEDINGS

August 30, 2021

JACKSON, WYOMING

The Jackson Town Council met in special workshop session at 9:00 A.M. This meeting was held through the Zoom platform. Upon roll call the following were found to be present:

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

STAFF: Roxanne Robinson, Larry Pardee, Lea Colasuonno, Tyler Sinclair, Michael Palazzolo, Kelly Thompson, Susan Scarlata, Floren Poliseo, and Lynsey Lenamond.

Mayor Hailey Morton Levinson led those in attendance in a moment of silence for Rylee McCollum.

Teton County Public Health Order 21-5 Extension. Larry Pardee and Lea Colasuonno made staff comment. Council held discussion with staff. Jessie Aufderheide made public comment.

JACKSON CITY COUNCIL JACKSON, WYOMING

ORDER AFFIRMING AND EXTENDING PUBLIC HEALTH ORDER #21-5

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

WHEREAS, Dr. Riddell, the Teton District Health Officer, issued Teton District Health Order #21-5 on August 26, 2021, at 4:00p.m., requiring individuals to wear face coverings in certain places, with exceptions; and

WHEREAS, pursuant to Wyoming Statute §35-1-310, any order issued by a district health officer that restricts individuals' movements or their ability to engage in any activity, that applies to individuals not under an isolation or quarantine order and that is designed to prevent or limit the transmission of a contagious or possibly contagious disease shall be effective for a period of not more than ten (10) days; and

WHEREAS, pursuant to Wyoming Statute §35-1-310, subsequent orders, including order extensions, for the same or substantially same purpose of any duration shall only be issued if the governing body of a political subdivision that is a member of the health district or the district health department, by a majority vote of the governing body, issues an order subsequent to the order issued by the district health officer; and

WHEREAS, any such order issued by a political subdivision that is a member of the health district or the district health department will only have effect within the governing body's political subdivision only; and

WHEREAS, Teton County and the City of Jackson are the two members of the Teton Health District; and

WHEREAS, the Teton Health District Board of Health met on August 27, 2021 and reviewed the District Health Officer's order issued on August 26, 2021. The Teton Health District Board of Health voted to recommend to the Jackson City Council and the Teton County Board of County Commissioners to extend the Teton District Health Officer's August 26, 2021 order beyond the ten (10) day limit. Specifically, the Teton Health District Board of Health recommended that Public Health Order #21-5 should be extended to December 31, 2021 with the condition that in the event that the CDC lists Teton County as an area of "low" or "moderate" transmission according to criteria established and data maintained by the CDC and published daily on the CDC's COVID Tracker website, the requirements in the Order should be temporarily suspended during the time period when Teton County is deemed an area of "low" or "moderate" transmission.

NOW, THEREFORE, IT IS HEREBY ORDERED, by the Jackson Town Council, having duly met on August 30, 2021 at a duly scheduled meeting, which was properly noticed and open to the public, and having fully considered the matter at hand, that, in accordance with Wyoming Statute §35-1-310, Public Health Order 21-5 is extended to December 31, 2021 as follows:

TETON DISTRICT HEALTH OFFICER PUBLIC HEALTH ORDER#21-5 ORDER REQUIRING INDIVIDUALS WITHIN TETON COUNTY, WYOMING TO WEAR FACE COVERINGS IN CERTAIN PLACES, WITH EXCEPTIONS

WHEREAS, the World Health Organization declared COVID-19 a worldwide pandemic on March 11, 2020; and

WHEREAS, on March 13, 2020, the President of the United States declared a national emergency concerning the coronavirus, specifically stating that "in December 2019 a novel (new) coronavirus known as SARS-Co V-2 was first detected in Wuhan, Hubei Province, People's Republic of China, causing outbreaks of the corona virus disease (COVID-19) that has now spread globally. The spread of COVID-19 within our Nation's communities threatens to strain our Nation's healthcare systems

and cause great economic and social disruption. Additional measures are needed to successfully contain and combat the virus in the United States”; and

WHEREAS, on March 13, 2020, Wyoming Governor Mark Gordon declared a State of Emergency and Public Health Emergency in the State of Wyoming, stating that on March 11, 2020, an individual within the State of Wyoming tested presumptive positive for COVID-19; and

WHEREAS, Governor Gordon’s Declaration of a State of Emergency and Public Health Emergency directs the Wyoming Department of Health to take all appropriate and necessary actions, and that in the judgment of the Director of the Wyoming Department of Health, any actions necessary should be taken to provide aid to those locations where there is a threat or danger to public health, safety, and welfare; and

WHEREAS, a significant number of Wyoming citizens are at risk of serious health complications, including death, from COVID-19. Although most individuals who contract COVID-19 do not become seriously ill, people with mild symptoms, and even asymptomatic persons with COVID-19 place other vulnerable members of the public at significant risk; and

WHEREAS, the U.S. Centers for Disease Control and Prevention (CDC) have gathered peer-reviewed data throughout the pandemic¹ which have categorically demonstrated the safety and efficacy of masks including the following experimental and epidemiologic evidence:

- Masks are primarily intended to reduce the emission of virus-laden droplets (“source control”), which is especially relevant for asymptomatic or presymptomatic infected wearers who feel well and may be unaware of their infectiousness to others, and who are estimated to account for more than 50% of transmissions.² Multi-layer cloth masks block release of exhaled respiratory particles into the environment,³⁻⁶ along with the microorganisms these particles carry.^{7,8} Cloth masks not only effectively block most large droplets (i.e., 20-30 microns and larger)⁹ but they can also block the exhalation of fine droplets and particles (also often referred to as aerosols) smaller than 10 microns ;^{3,5} which increase in number with the volume of speech¹⁰⁻¹² and specific types of phonation.¹³ Multi-layer cloth masks can both block up to 50-70% of these fine droplets and particles^{3,14} and limit the forward spread of those that are not captured.^{5,6,15,16} Upwards of 80% blockage has been achieved in human experiments that have measured blocking of all respiratory droplets,⁴ with cloth masks in some studies performing on par with surgical masks as barriers for source control.^{3,9,14}
- Studies also demonstrate that cloth mask materials can reduce wearers’ exposure to infectious droplets through filtration, including filtration of fine droplets and particles less than 10 microns. Multiple layers of cloth with higher thread counts have demonstrated superior performance compared to single layers of cloth with lower thread counts, in some cases filtering nearly 50% of fine particles less than 1 micron .^{14,17-29}
- At least ten studies have confirmed the benefit of universal masking in community level analyses: in a unified hospital system,³⁰ a German city,³¹ two U.S. states,^{32,33} a panel of 15 U.S. states and Washington, D.C.,^{34,35} as well as both Canada³⁶ and the U.S.³⁷⁻³⁹ nationally. Each analysis demonstrated that, following directives from organizational and political leadership for universal masking, new infections fell significantly. Two of these studies^{34, 35} and an additional analysis of data from 200 countries that included the U.S.⁴⁰ also demonstrated reductions in mortality. Another 10-site study showed reductions in hospitalization growth rates following mask mandate implementation³⁷. A separate series of cross-sectional surveys in the U.S. suggested that a 10% increase in self-reported mask wearing tripled the likelihood of stopping community transmission.⁴¹
- Investigations of “real world” COVID transmission events demonstrating the benefits of masks include:
 - o An investigation of a high-exposure event, in which 2 symptomatically ill hair stylists interacted for an average of 15 minutes with each of 139 clients during an 8-day period, found that none of the 67 clients who subsequently consented to an interview and testing developed infection. The stylists and all clients universally wore masks in the salon as required by local ordinance and company policy at the time.⁴²
 - o In a study of 124 Beijing households with ≥ 1 laboratory-confirmed case of SARS-CoV-2 infection, mask use by the index patient and family contacts before the index patient developed symptoms reduced secondary transmission within the households by 79%.⁴³
 - o A retrospective case-control study from Thailand documented that, among more than 1,000 persons interviewed as part of contact tracing investigations, those who reported having always worn a mask during high-risk exposures experienced a greater than 70% reduced risk of acquiring infection compared with persons who did not wear masks under these circumstances.⁴⁴
 - o A study of an outbreak aboard the USS Theodore Roosevelt, an environment notable for congregate living quarters and close working environments, found that use of face coverings on-board was associated with a 70% reduced risk.⁴⁵
 - o Investigations involving infected passengers aboard flights longer than 10 hours strongly suggest that masking prevented in-flight transmissions, as demonstrated by

the absence of infection developing in other passengers and crew in the 14 days following exposure.^{46,47}

- Research supports that mask wearing has no significant adverse health effects for wearers. Studies of healthy hospital workers, older adults, and adults with COPD reported no change in oxygen or carbon dioxide levels while wearing a cloth or surgical mask either during rest or physical activity.⁴⁸⁻⁵⁰ Among 12 healthy non-smoking adults, there was minimal impact on respiration when wearing a mask compared with not wearing a mask; however, the authors noted that while some respiratory discomfort may have been present, mask use was safe even during exercise.⁵¹ The safety of mask use during exercise has been confirmed in other studies of healthy adults.⁵²⁻⁵⁴ Additionally, no oxygen desaturation or respiratory distress was observed among children less than 2 years of age when masked during normal play.⁵⁵ While some studies have found an increase in reports of dyspnea⁵⁶ (difficulty breathing) when wearing face masks, no physiologic differences were identified between periods of rest or exercise while masked or non-masked.⁵⁴

WHEREAS, six B.1.617.2 (Delta) variant cases in Wyoming have been detected in Teton County as of August 20, 2021.⁵⁷ The Delta variant is more infectious and leads to increased transmissibility when compared to other variants. As of August 6, 2021, the Delta variant is currently the predominant strain of the SARS-Co V-2 virus in the United States. The CDC has indicated that fully vaccinated people who are infected with the Delta variant are capable of transmitting the virus to others; and⁵⁸

WHEREAS, in line with the above evidence, the CDC on July 27, 2021, issued a recommendation that people, regardless of vaccination status, wear face coverings in public indoor settings located in areas of substantial or high transmission of the COVID-19.⁵⁹ As of August 19, 2021, Teton County is determined by the CDC to be an area of high transmission; and⁶⁰

WHEREAS, the busiest commercial airport in Wyoming is in Teton County and proximal to two national parks: Grand Teton and Yellowstone National Park. Both Grand Teton and Yellowstone National Park report record visitations for July 2021. Therefore, additional new variants and COVID-19 cases in general are more likely to appear here relative to other areas in Wyoming; and WHEREAS, there has been an increase in the number of COVID-19 cases throughout the month of August 2021. As of August 19, 2021 Teton County is averaging 13.57 new cases per day with 130 active cases. 56% of cases in the past two weeks were due to community spread. Since August 19, 2021, there have been 204 new resident cases out of 276 total confirmed cases reported in Teton County in the past 2 weeks. 53.3% of total confirmed cases are breakthrough cases (occurring in fully vaccinated individuals). It is expected that more cases will be diagnosed; and

NOW, THEREFORE, IT IS HEREBY ORDERED that persons within the City of Jackson, Wyoming shall wear Face Coverings as described below:

1. "Face Covering," as used in this Order, means a covering made of cloth, fabric, or other soft or permeable material, without holes, that covers the nose and mouth and surrounding areas of the lower face.
2. "Business" means any business entity (retail or commercial) that employs or engages workers or volunteers.
3. Except as specifically exempted below, all members of the public must wear a Face Covering in the following situations:
 - a. When any person is inside any business or any government facility open to the public, including county and municipal buildings but excluding state/federal buildings.
 - b. When any person is obtaining services at, or visiting healthcare operations, including, but not limited to, hospitals, clinics, and walk-in health facilities, dentists, pharmacies, blood banks, other healthcare facilities, behavioral health providers, and facilities providing veterinary and similar healthcare services for animals.
 - c. When any person is riding on public transportation or paratransit, or while they are riding in a taxi, private car service, shuttle, tour, or ride-sharing vehicle. The driver shall also wear a Face Covering when passengers are in the vehicle.
4. K-12 schools including both private and public K-12 schools and postsecondary institutions shall require all students, teachers, school staff, and visitors (including parents, families, and members of the public) to wear face coverings indoors where 6 feet of separation between individuals cannot be maintained. Individuals engaged in athletic activities or performances are exempted. Individuals who have an Individual Education Program (IEP) under Individuals with Disabilities Education Act, 20 U.S.C. §1414, or an accommodation under Section 504 of the Rehabilitation Act of 1973, 29 U.S.C. §794, that would necessitate exempting the individual from wearing a Face Covering shall be exempted.
5. All businesses must post notices stating that Face Coverings are required in a clearly visible location at or near the entrance of the business.
6. All government facilities open to the public, specifically county and municipal buildings, but excluding state and federal buildings, must post notices stating that Face Coverings are required in a clearly visible location at or near the entrance of the building.

7. All employees, owners, and volunteers of businesses and employees and volunteers of government facilities open to the public, including county and municipal buildings but excluding state and federal buildings, shall wear Face Coverings at their business or government facility when they are within 6 feet of customers, clients, other staff/workers, or volunteers. They must also wear a Face Covering when working or volunteering in a space that could be visited by members of the public, such as by way of example, but not limited to: reception areas, hallways, grocery store aisles, service counters, public restrooms, cashier and checkout areas, waiting rooms, service areas, and other spaces that could be used by members of the public.
8. A Face Covering is not required under the following circumstances:
 - a. When a person is in a personal office (a single room) where others outside of that person's household are not present as long as the public does not regularly visit the room, but that individual must put on a Face Covering when they are within 6 feet of a client, customer, volunteer, worker, or other member of the public.
 - b. In a restaurant, coffee shop, bar, or other dining/drinking establishment once the individual has been seated.
 - c. Children who are under 3 years of age.
 - d. When a person is inside or obtaining services at a location engaged primarily in providing congregate care, residential health care, or shelter care, and the individual is engaged in activities not conducive to wearing a Face Covering, such as eating or drinking, or the individual is in an area of that facility that is not designed for community gathering, such as a sleeping area.
 - e. If a person has a medical condition, mental health condition, or disability that prevents him or her from wearing a Face Covering. This includes, by way of example, but is not limited to, persons with a medical condition for whom wearing a Face Covering could obstruct breathing or who are unconscious, incapacitated, or otherwise unable to remove a Face Covering without assistance. A person is not required to provide any documentation demonstrating that the person cannot wear a Face Covering for any medical condition, mental health condition, or disability.
 - f. Individuals who are hearing impaired, or communicating with an individual who is hearing impaired, where the ability to see the mouth is essential for communication.
 - g. Individuals for whom wearing a Face Covering would create a risk to the individual related to their work, as determined by local, state, or federal workplace safety guidelines.
 - h. Individuals who are obtaining a service involving the nose or face for which temporary removal of the Face Covering is necessary to perform the service.
 - i. Individuals who are purchasing a product or receiving a service that requires identification may briefly remove a Face Covering as necessary, so that the retailer or service provider can verify identity.
 - j. When engaged in exercise or athletic activities, or artistic performances.
 - k. When law enforcement asks an individual to remove a Face Covering for identification purposes.

IT IS FURTHER ORDERED that the Teton District Health Officer may grant exceptions to this Order on a case-by-case basis after evaluating the request; and

IT IS FURTHER ORDERED that this Order shall become effective on September 4, 2021 and remain in effect through December 31, 2021. In the event that the CDC lists Teton County as an area of "low" or "moderate" transmission according to criteria established and data maintained by the CDC and published daily on the CDC's COVID Tracker website, the requirements in this Order are temporarily suspended during the time period when Teton County is deemed "low" or "moderate" transmission.

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

DATED this 30th day of August, 2021.

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A motion was made by Jonathan Schechter and seconded by Jessica Sell Chambers to approve the document provided by the Town Attorney that would extend Public Health Order 21-05. Mayor Morton Levinson called for the vote. The vote showed 4-0 in favor and the motion carried.

State Legislative Agenda. Susan Scarlata, Larry Pardee and Tyler Sinclair made staff comment. Council held discussion with staff. A motion was made by Arne Jorgensen and seconded by Jessica Sell Chambers to approve the above Legislative Policy Approach for engagement with the Wyoming State Legislature over the next two years and approve the hiring of a Legislative Liaison. Mayor Morton Levinson called for the vote. The vote showed 4-0 in favor and the motion carried.

Council recessed at 10:36 a.m. and readjourned at 10:40 a.m.

Equity Task Force. Susan Scarlata made staff comment. A motion was made by Jessica Sell Chambers and seconded by Arne Jorgensen to direct staff to establish an Equity Task Force as set forth in this staff report and attached Work Plan with any Council-directed changes discussed today and authorize the expenditure of stipends for Equity Task Force members. Mayor Morton Levinson called for the vote. The vote showed 4-0 in favor and the motion carried.

Future Funding of Local Government. Larry Pardee made staff comment. A motion was made by Jessica Sell Chambers and seconded by Arne Jorgensen to continue to this item to the next available meeting. Mayor Morton Levinson called for the vote. The vote showed 4-0 in favor and the motion carried.

Executive Session. A motion was made by Jonathan Schechter and seconded by Jessica Sell Chambers to recess to an executive session to consider matters concerning litigation to which the governing body is a party or proposed litigation to which the governing body may be a party in accordance with Wyoming Statute 16-4-405(a)(iii). Mayor Morton Levinson called for the vote. The vote showed 4-0 in favor and the motion carried. Council recessed at 11:48 a.m. and readjoined at 12:13 p.m. Jonathan Schechter did not rejoin the workshop.

Adjourn. A motion was made by Jessica Sell Chambers and seconded by Arne Jorgensen to adjourn the meeting. Mayor Morton Levinson called for the vote. The vote showed 3-0 in favor and the motion carried. The meeting adjourned at 12:13 pm.

TOWN OF JACKSON

ATTEST:

Lynsey Lenamond, Town Clerk
minutes:ll
Publish JH News & Guide: September 8, 2021

Hailey Morton Levinson, Mayor

STAFF REPORT



Meeting Date:	August 30, 2021	Meeting Title:	Town Council Special Workshop
Submitting Department:	Community Development	Presenter:	Susan Scarlata
Agenda Item:	Equity Task Force	Public Comment:	Yes

Purpose & Policy Considerations.

At Town Council's January 2021 Retreat, Council members suggested potential priorities for the next two years, which were then discussed and ranked by each member. The top five priorities staff was directed to research and report back on included creation of an Equity Council or Commission. For reasons detailed in the attached Work Plan, we have identified that an Equity Task Force will be the most appropriate entity for achieving Council's related goal to help create a more equitable, inclusive, and diverse local government and a more livable community.

Requested Action.

Staff is asking for Council to discuss the Equity Task Force Work Plan attached to this report, consider the Key Policy Questions listed below, share any requested changes, updates, or edits, and to direct staff regarding stipends for Equity Task Force members. The Work Plan focuses on going slow to go fast in the long-term to ensure this initiative leads to lasting change.

Recommendations.

Staff recommends creation of an Equity Task Force, beginning recruitment for this Task Force before the new year, selecting members in the winter of 2022, and starting meetings in the late spring or early summer of 2022. Staff recommends that Council vote to support Equity Task Force members with stipends to remove barriers to full participation and ensure members can carve out the necessary time, energy, and space to fully participate.

Background.

The U.S. News & World Report recently published its annual study about health indicators for counties across the country. Of 3,100 counties, Teton County ranked the 13th healthiest in the nation, with an overall score of 86 out of 100. As we might expect, positive rankings included the environment, overall health, and infrastructure. However, in terms of equity, our county scored significantly lower with 57 out of a possible 100 points. So, we have a significant opportunity and potential for growth to be more inclusive and work toward equity in our community. Through thorough research, various professional development opportunities, and networking staff determined that Equity Committees are prevalent in local governments across the country. Several cities employ Chief Equity Officers, which staff has connected with to understand best practices, challenges, and opportunities from other localities farther along in this process. Staff has been in touch with Community Development staff and Equity Officers in Park City, Utah, Worcester, Massachusetts, and Denver, Colorado involved in social equity work to ensure we are on a productive path.

Analysis.

Below staff has provided a draft goal and purpose for the proposed Equity Task Force for Council consideration and discussion.

Goal: To create a more livable community overall and a more equitable, inclusive local government that better reflects our community's demographics.

Purpose: To advise the Town on equity and inclusion strategies, strengthen connections among diverse segments of the community, and make recommendations to Town Council on priorities, policies, and solutions to help ensure a wider variety of voices and perspectives inform decision-making.

Stipend: Resources, including both person power and funding, need to be allocated for a successful Equity Task Force. Stipends for Task Force Members will ensure residents who face barriers to participation in government are compensated, allowing them to carve out the necessary time and space to be fully present and provide their perspective. Financial resources may be a necessity if this Task Force is to be properly sustained. Staff suggests that each of the seven members of the Equity Task Force be paid \$450 per month to participate, which totals to \$37,800. This amount is not in the current budget and would require a budget amendment.

Stipends will help attract individuals with varied ethnic backgrounds, socioeconomic realities, ages, and personal situations that may not otherwise be able to serve. This support will bring community members with marginalized identities who do not generally participate in government or community processes to the table and will compensate them for their expertise, skills, participation, and diverse perspectives. Members will be expected to attend monthly meetings, prepare and engage with materials outside of meetings, and serve on committees to accomplish work. Staff recognizes that other volunteer boards at the Town are not paid but does see precedent for engaging diverse segments of communities through financial incentives. One example is a Board of Ethics and Government Accountability in Washington D.C. pays members \$12,000 annually. With this, as well as payment for shorter-term committee work seen across the nation, staff finds that \$450 per month is a reasonable amount for the requested commitment and cost of living in our area. As highlighted in again in a recent report from the Economic Innovation Group, Teton County has the greatest "wealth gap" in the nation, and we also know we have a booming service industry that is how much of our community makes a living. The relatively modest stipends staff is proposing could help community members who might otherwise take on an additional job for the related time and energy participate in this task force.

Staff anticipates the Equity Task Force will learn about, consider, and make recommendations to Town Council about potential modifications to Town processes and policies and community practices; looking at what can be modified to remove barriers and lead to greater access. Neither a more diverse and equitable local government nor a more livable community are things that can be accomplished quickly. Establishing an Equity Task Force will be a first step to center experiences and perspectives of people that are not the usual voices heard in governmental processes and community projects. Attached, staff has created an Equity Task Force Work Plan that outlines the following.

- Proposed process for recruiting and appointing members
- List of what members will commit to
- Potential projects and initial areas of focus
- Potential survey from the National Research Center

Town staff will lead initial meetings looking inward at Town policies and take suggestions for other potential items and areas to focus on. Staff also recommends administering the National Research Center's 'Community

Equity & Inclusion' survey either before or shortly after Task Force members are appointed to help understand a baseline of community perspective. The Task Force can then utilize survey results to understand the community overall, identify potential places to focus, and can work with staff to understand potential areas of influence and ways to effect change.

Key Policy Questions

1. Is Council comfortable with establishing an Equity Task Force with the goal to lead to a more livable community overall and a more equitable, inclusive local government that better reflects our community's demographics?
2. Is Council comfortable with establishing an Equity Task Force that's purpose is to advise the Town on equity and inclusion strategies, strengthen connections among diverse segments of the community, and make recommendations to Town Council on priorities, policies, and solutions to help ensure a wider variety of voices and perspectives inform decision-making?
3. Is Council comfortable with the list of potential items the Equity Task Force could consider as seen in the attached Work Plan? Are there any additions or items to strike?
4. Is Council comfortable with staff administering a survey about Equity and Inclusion from the National Research Center?
5. Is Council comfortable with supporting Equity Task Force members with stipends?

Possible Alternatives.

One alternative to establishing a stand-alone Equity Task Force is to work with a nonprofit or already formed group that has membership of people that hold marginalized identities. This method could be a contract with one entity, might take less logistical work in terms of finding members, and could provide perspective of some marginalized segments of our community. While potentially simpler in terms of logistics, staff is not recommending this alternative, and believes that self-selection will likely lead to the broadest representation of perspectives from varied segments of our community.

Comprehensive Plan & Priority Alignment.

The Comp Plan's third Common Value is 'Quality of Life,' which highlights that our community takes pride in our local identity and community character stating that, "We support a variety of lifestyles and employment opportunities, and welcome others to share in the enjoyment of our intact ecosystem and western mountain lifestyle." The Equity Task Force could consider if a variety of lifestyles are supported in our community and if people with a variety of identities are actually welcomed into it. The Comp Plan highlights that our Quality of Life depends on preserving socio-economic diversity and retention of local employment and housing opportunities. The Equity Task Force can consider if we are succeeding in preserving these things and, if not, recommend potential solutions. The Comp Plan states, "Residents and visitors have become accustomed to high-quality life safety, transportation, educational, social, cultural, and recreational services." The Equity Task Force can consider if this is true for all residents and if not, recommend changes that will help move our community farther toward this aspiration. Equity is integral to discussions about Quality of Life.

Fiscal Impact.

Staff suggests that each of the seven members of the Equity Task Force be paid \$450 per month to participate, which totals to \$37,800. This is not currently a budgeted expense and would require a budget amendment.

Staff Impact.

The Community Development Department has staff capacity to take on this initiative, if directed to by Town Council. Staff anticipates the start-up process would demand a considerable number of staff hours, and that level of focused support would likely need to continue for at least two years. It is anticipated that approximately 1000 hours (0.5 of a full-time position) would be needed to adequately staff this new initiative shared primarily between the two Community Development staff. Once the Equity Task Force is established, staff commitment to this initiative might be less, but with such a new project, continued assessment along the way will be necessary. As the Town seeks to shrink the distance between the people making decisions and the people impacted by them, establishing an Equity Task Force would be an appropriate and fruitful use of staff time and resources. Staff anticipates this will also impact the Legal Department. Legal staff will need to train Equity Task Force members, go over ethical obligations, and communication protocols. Task Force members may also need support from IT staff to access the server and utilize Town email. Town Administrative staff will also likely be involved as this Task Force is established.

Attachments or Links.

Equity Task Force Work Plan

Suggested Motion.

I move to direct staff to establish an Equity Task Force as set forth in this staff report and attached Work Plan with any Council-directed changes discussed today and authorize the expenditure of stipends for Equity Task Force members.



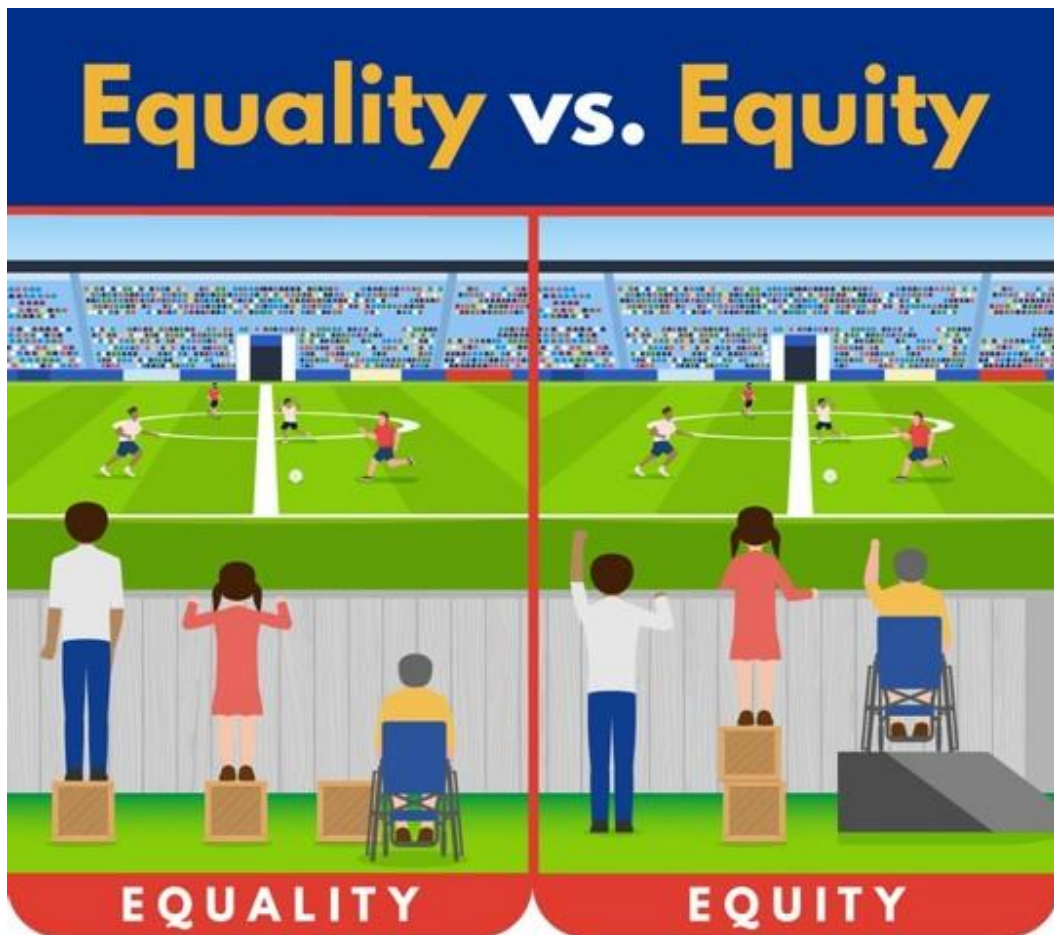
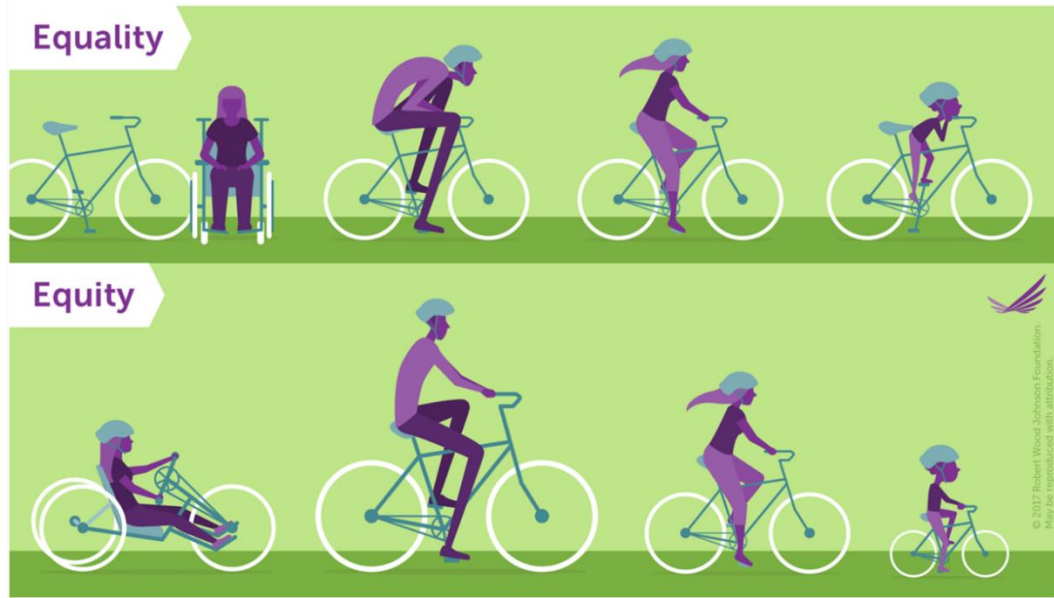
Equity Task Force Work Plan

Background

The U.S. News & World Report recently published its annual study about the health of counties across the country. Of 3,100 counties, Teton County ranked as the 13th healthiest in the nation, with an overall score of 86 out of 100. As we might expect, positive rankings included the environment, overall health, and infrastructure. Equity was one of the categories that our county did not score as well on with 57 out of a possible 100 points. So, there is a lot of opportunity and potential for growth to work towards equity and inclusion in our community. Ideally, such work will lead to greater feelings of inclusivity and belonging for various individuals and different segments of our community. Town Council affirmed its interest in having staff create an Equity Commission or Council at its Retreat in January of 2021. The goal for this initiative stated at that retreat is for an Equity Commission to help create a more equitable, inclusive local government and a more livable community. Working with the Town Attorney, it became clear that an Equity Commission or Council are both entities that would need to be entered into the municipal code. A Task Force, on the other hand, can be relatively ad hoc and is not subject to the same mandates as committees that exist within the Town's codes. So, from here on, the new group the Town is considering creating will be referred to as an Equity Task Force.

Language

To work toward diversity, equity, and inclusion a shared understanding of what these words mean is a necessity. Antoinette Carroll, an expert in equity design and founder of the Creative Reaction Lab in St. Louis describes these terms like this, "Diversity is inviting people to a party, while Inclusion is inviting them to dance, play a game, or engage in an activity at the party. Equality is trying to ensure everyone equal access, while Equity is trying to ensure equal outcomes for people." Gaining a shared understanding of these abstract terms is a necessity because without it, it will not be possible to work toward a more inclusive government and livable community. The two graphics below demonstrate the difference between creating equal situations, where everyone gets the same thing, and creating equitable situations where everyone's actual needs are considered and met.



One final way to frame this difference is that equality is making sure everyone has shoes, but equity is making sure everyone has shoes that fit them. Staff has included these definitions to

help Council build a shared understanding of what we are striving to achieve. Affirming understanding of Equity will also be an integral first step for the Equity Task Force. Once the Task Force has recommendations for Town Council, it will be imperative that Council members have a shared understanding of these and other terms too.

Goal & Purpose

Goal: To create a more livable community overall and a more equitable, inclusive local government that better reflects our community's demographics.

Purpose: To advise the Town on equity and inclusion strategies, strengthen connections among diverse segments of the community, and make recommendations to Town Council on priorities, policies, and solutions to help ensure a wider variety of voices and perspectives inform decision-making.

Potential Projects

Broadly, the Equity Task Force will consider existing policies, programs, and practices that can help promote greater equity, and potential new policies and regulatory changes needed to achieve greater equity. Staff anticipates the Equity Task Force will decide as a body where and what to focus on within the span of its first three meetings and will make recommendations to Council annually. To kickstart the effort, there are specific modifications staff has observed other jurisdictions implement that could possibly be initial items and areas for our Task Force to consider. The list below presents a broad spectrum of possibilities the Task Force can consider recommending and/or delving into for further work and consideration.

- Considering the Comp Plan's Common Value about *Quality of Life* and if the aspirational goals in this document include equity.
- Partnering to develop events and ways for residents to get involved in promoting diversity, inclusivity, and belonging.
- Considering board recruitment to establish Town and Joint Boards and how to make members with marginalized identities feel welcome, valued, and heard.
- Checking with dispatch to see if callers are asked if they need mental health support, particularly once the Town's Police Department has hired its Mental Health Advocate.
- Promoting report about new residents and immigrants' contributions to our community.
- Considering Capital projects and infrastructure updates including what gets done when, what neighborhoods capital projects are in, and how scheduling can be more equitable.
- Considering the Town's budget, the budget process, and what is funded.
- Developing a Proclamation/Order about the Town's commitment to strive for Equity.
- Considering Town standards and practices that can be modified to enhance equity.
- Considering if Town should be a member of the Government Alliance on Race & Equity.
- Creating an Equity Action Plan

Survey

Either shortly before or after the seven-member Equity Task Force is seated, staff anticipates administering a survey developed by the National Research Center (NRC) titled 'Community Equity & Inclusion.' NRC is a team of thought-leaders in the survey research industry that has worked with local governments across the country for over 25 years to gather data to help elected officials and boards make informed decisions. NRC's research-backed surveys deliver insights that reveal community perspectives that are representative, reliable, and lead to action. The 'Community Equity & Inclusion' survey was developed by experts in the field and has already been administered in seventeen different places. This survey would provide a baseline understanding about how residents see our community in terms of being welcoming, inclusive, respectful, and equitable. It would gather data specifically about how the Town is doing in terms of equity and inclusion and shine light on challenges people with varied identities face here. This survey would, more than likely, highlight elements of our community we know to be pain points and surface things we do not yet have awareness about. Along with perspectives from Equity Task Force members, this survey will present an overall picture of the community and, ideally, places for the Equity Task Force to delve into and begin its work to increase access and remove barriers.

Resources

The Town has already made some inroads on Diversity and Inclusion with trainings through the Nova Collective. Nova's first half-day training for all Town staff took place in December of 2020, and Nova also created modules for individual learning. In the coming months, staff will work through these modules and then participate in department level dialogues about each. The technical side of launching these modules has been challenging, but the intention is for staff to start working through them in the fall of 2021. Additionally, the Town has invested further resources for Nova to lead another half-day training for all Town staff in FY22.

Resources, including both person power and funding, need to be allocated for a successful Equity Task Force. Stipends for Task Force Members will ensure residents who face barriers to participation in government are compensated, allowing them to carve out the necessary time and space to be fully present and provide their perspective. Financial resources are a necessity if this Task Force is to be properly sustained. Staff suggests that each of the seven members of the Equity Task Force be paid \$450 monthly to participate. Stipends will help attract individuals with varied ethnic backgrounds, socioeconomic realities, ages, and personal situations that may not otherwise be able to serve. This support will bring community members with marginalized identities who do not generally participate in government or community processes to the table and will compensate them for their expertise, skills, participation, and diverse perspectives. Members will be expected to attend monthly meetings, prepare, and engage with materials outside of meetings, and serve on committees to accomplish work. Staff recognizes that other volunteer boards at the Town are not paid but does see precedent for engaging diverse segments of communities through financial incentives. For instance, a Board of Ethics and

Government Accountability in Washington D.C. pays members up to \$12,000, and a board focused on Human Rights with full-time appointees in Illinois pays members up to \$121,000 annually. With these, as well as payment for one-time participation seen across the nation, we find that \$450 per month to be a reasonable amount for the requested commitment and cost of living in our area. While these examples are from larger areas, Jackson has an immense economic divide and a booming service industry, so even the relatively modest stipends proposed could help engage community members that might otherwise take on an additional job for the related time and energy.

Recruitment

In November of 2021, the Town will release a call for applications from potential Task Force members. Outreach will be far and wide to ensure the broadest swath of our community possible is aware of this emergent Task Force and that we receive a good number of applications. Staff is in the process of creating an application in English and Spanish and is considering also creating an option for a video application. Applicants will be asked to share their perspective on equity, why they are interested in the Task Force, general availability for meetings, and to checkoff various marginalized identities they hold. There will not be set quotas for different identities, but staff will work with Council to create a Task Force with individuals that hold a wide array of identities and have varied lived experiences and backgrounds. Council will be presented with a slate of seven potential Equity Task Force members in February of 2022. The appointed task Force will meet for the first time in April of 2022, and initial Task Force members will be asked to serve two-year terms.

Member Commitment

Equity Task Force members will be asked to commit to attend monthly meetings that will be 3 hours long, and to serve two-year terms. Members will be asked to do outside work to prepare for meetings, and to sit on different committees, where further work will be achieved. Members will be asked to make a two-year commitment when they are appointed. After two-years, Council will be asked to assess whether the Task Force's work should continue.

Timeline

- November 2021 | Open call for applicants for the Equity Task Force
- December 2021 | Staff review of applications
- January 2022 | Council review of applications
- February 2022 | Council meeting includes Equity Task Force appointments
- March 2022 | Determination of meeting time with members
- April 2022 | First monthly Equity Task Force meeting
- January 2023 | First recommendations from Equity Task Force to Town Council

STAFF REPORT



Meeting Date:	January 10, 2021	Meeting Title:	Council Regular Meeting
Submitting Department:	Planning Department	Presenter:	Tyler Valentine
Agenda Item:	P21-268 Sketch Plan for a new 67,000 sf mixed-use building at the properties addressed at 50 S. Cache Street and 45 & 75 E. Pearl Avenue	Public Comment:	Yes

Purpose & Policy Considerations.

A Sketch Plan is required in the Downtown Core – 2 (DC-2) zoning district by the Town of Jackson Land Development Regulations (LDRs) for projects with a floor area that exceeds 39,000 square feet. The proposed development is approximately 67,000 sf above grade.

Requested Action.

The applicant is requesting approval of a Sketch Plan for a new 67,000 sf mixed-use building on 1.2 acres (7 lots) at the properties addressed at 50 S. Cache Street and 45 & 75 E. Pearl Avenue.

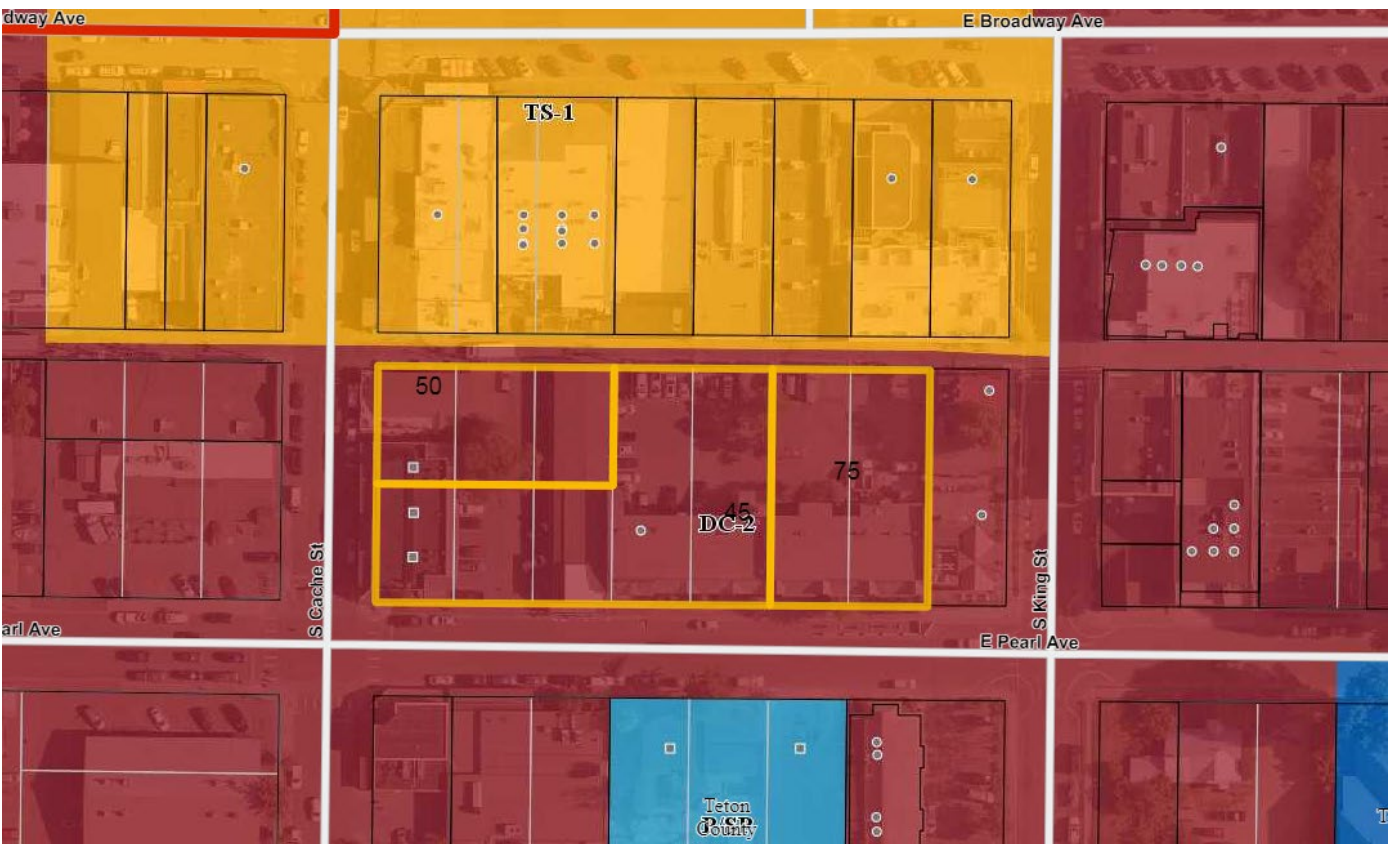
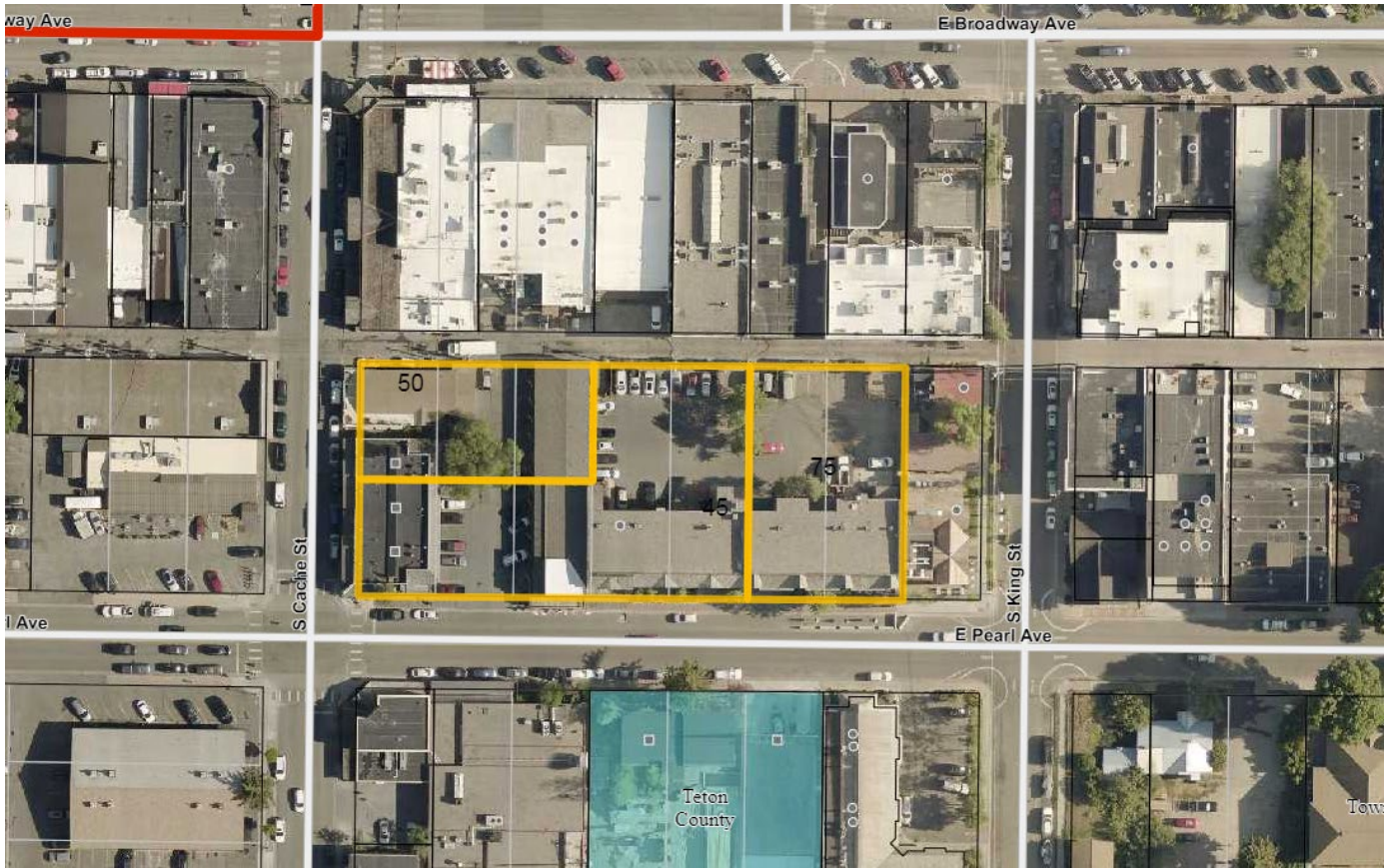
Recommendations.

The Planning Director recommends **approval** of a Sketch Plan for a new 67,000 sf mixed-use building at the properties addressed at 50 S. Cache Street and 45 & 75 E. Pearl Avenue, subject to the departmental reviews attached hereto and following conditions:

1. As part of the Development Plan submittal, the applicant shall identify the location of the trash enclosure, 3 ADA parking spaces, and bike parking consistent with the LDRs.
2. Prior to Development Plan submittal, the applicant shall work with Jackson Teton County Fire/EMS to ensure the minimum amount of red curb is provided for Station #1 street parking.
3. As part of the Development Plan submittal, the applicant shall provide details on the final location and operation of the garage door along Pearl Avenue.
4. As part of the Development Plan submittal, the applicant shall provide a landscape plan prepared by a Wyoming Landscape Architect for the street trees and private landscaped courtyard.
5. The applicant shall work with the Engineering Department prior to Development Plan submittal to determine the appropriate amount of alley improvements, if any, potentially including patching areas of disturbance or paving the portions of the alley adjacent to the development.
6. As part of the Development Plan submittal, the applicant shall allocate parking credits to the commercial spaces.

Project Location.

The properties are located at 50 S. Cache Street (N 1/2 LOT 14-16, BLK. 1, CACHE-1), 45 E. Pearl Avenue (LOT 12-13, S 1/2 LOTS 14-16 BLK. 1, CACHE-1) and 75 E. Pearl Avenue (LOT 10-11, BLK. 1, CACHE-1). An aerial photo and zoning map are shown on the following page:



Background/Project Description.

Background:

The applicant's 1.2-acre property (7 lots) covers nearly an entire southern block starting at the corner of Pearl and Cache and extending east to the historic Coe House cabin property (Old Sweetwater). It is zoned Downtown Commercial-2 (DC-2) and located in the Lodging Overlay (LO). The site has several existing structures which include:

- Ranch Inn Hotel (57 lodging units) built from 1974 to 1995 (28,508 sf above grade + 11,558 sf basement) which includes commercial spaces such as Thai Me Up restaurant and Grace Spa
- Retail building adjacent to alley along Cache built in 1935 (2,613 sf above grade + 500 sf basement) (Under the Willow art gallery)
- Retail building at the corner of Pearl and Cache built in 1989 (7,584 sf above grade + 3,792 sf basement) (Ranch shops)
- **TOTAL EXISTING FLOOR AREA:** 38,705 sf above grade + 15,850 sf basement = 54,555 sf

Project Description:

The applicant is requesting approval of a Sketch Plan for a 67,000 sf, 3-story, mixed-use building with at-grade covered parking (62 spaces). The project includes a 6,800 sf basement consisting of a gym and storage units for the condos. All existing buildings on the site will be demolished. The proposed ground level includes six commercial spaces (+/-10,000 sf total) intended for retail but can be used for other allowed commercial uses (e.g., office, service, restaurant, etc.). Levels two and three include a total of 17 short-term rental condos (seven 2-bedrooms and ten 3-bedrooms). All 17 condos will be allowed to be used for both short-term rental and long-term rental and can be owner-occupied (referred to as "condos" in this report). Two private amenity spaces are proposed: a private courtyard above the parking garage (+/-16,200 sf) and a private deck above the second floor (+/-3,560 sf) above the garage entrance on Pearl Avenue. Although this property abuts an alley to the north, all vehicular access will be from Pearl Avenue.

Analysis.

Sketch Plan Review:

The Sketch Plan is a written and graphic representation of a development concept. The purpose of the Sketch Plan is to represent a proposed development at a preliminary, conceptual level of detail in order to determine general compliance with the Jackson-Teton County Comprehensive Plan and these LDRs. It is through the Sketch Plan process that the Town has the opportunity to identify development-related issues that must be addressed in greater detail during the final Development Plan process. This project requires Sketch Plan because the project's 67,000 sf of qualifying floor area exceeds the 39,000-sf threshold for a Sketch Plan in the DC-2 Zone.

Conformance with the Comprehensive Plan:

This site is located Character District 2: Town Commercial Core and Subarea 2.3: Downtown. This is a *Transitional* area intended for redevelopment with a mixture of 2 to 3-story commercial and residential buildings, a high level of pedestrian and transit connection, high-quality public spaces, and a high concentration of tourist-related accommodations and services. Parking should be hidden or underground and buildings should create an attractive street wall to encourage pedestrian activity. Other than street trees, landscaping and green areas are minimal and largely provided voluntarily. Staff finds that the project is consistent with these goals.

Conformance with Applicable LDRs:

Staff finds that the applicant complies with the dimensional standards in the DC-2 zone as shown in the table below and discussed further in this section.

	DC-2	Proposed	Complies?
FAR	1.3 base max (71,219 sf) (2:1 Workforce Housing Bonus Allowed)	1.29 base (67,000) Basement: 6,800 sf (2:1 Workforce Housing bonus not used)	Yes
LSR	n/a	+/-16,200 sf landscaped/hardscaped courtyard above garage.	Yes
Plant Units	n/a	n/a (8 street trees provided on Pearl)	Yes
Minimum Lot Size	n/a for condo/townhome	n/a for condo/townhome	Yes
Height	42' (< 5:12 roof pitch) 46' (≥ 5:12 roof pitch)	42' (stepped) (< 5:12 roof pitch)	Yes
Parking	<u>DC-2 Standard:</u> Retail: 2.25 per 1,000 sf Condos: 1.5 per DU <u>Parking Credits:</u> Historical Parking Credits = 21.38* Street Parking Credits = 12 TOTAL CREDITS = 33.38 spaces (credits can only be used to mitigate the commercial/retail. Cannot be used for lodging/residential condos)	<u>Requirement:</u> 9,665 sf (retail) @ 2.25 = 21.7 - 33.38 (credits) = 11.68 (surplus) 17 (condos) @ 1.5 = 25.5 TOTAL REQUIRED = 25.5 spaces for condos rounded up to 26 spaces. TOTAL PROPOSED = 62 spaces	Yes
Primary Street Setback (Cache)	0' – 5'	0' – 5'	Yes
Secondary Street Setback (Pearl)	0' – 5'	0' – 5'	Yes

Side Interior Setback (east)	0' or 5'	0'	Yes
Rear Setback (north)	0' or 5'	0'	Yes
Street Façade Width (min)	80% of primary and secondary street	100% for primary and 100% for secondary	Yes
3rd Story Step-back	20' with 40% encroachment allowed	20' and 40% encroachment	Yes
Pedestrian Frontage	13'6" for Trees in Grate 13' for Covered Boardwalk	13'6" (Pearl) Trees in Grate 13' (Cache) Covered Boardwalk	Yes

*Historical parking credits were established in a 2005 downtown parking analysis that was based on the amount of parking provided on a site in 1988. These historical parking credits run with the land and can be used to mitigate all commercial uses but cannot be used to mitigate lodging, short-term rental, or any long-term residential uses.

Site Design:

The proposed site plan is consistent with the goals of the DC-2 zone by creating a strong street wall and holding the corner, providing multiple residential unit entrances, including active and engaging commercial uses on the ground level, breaking up the commercial into smaller spaces, providing private open spaces for the condo tenants, covering the parking garage, and hiding it from public view. The new and expanded sidewalks on both S. Cache and E. Pearl streets will significantly improve pedestrian safety and function along the frontage of this project compared to the existing sidewalks. The new sidewalk on S. Cache will be a covered boardwalk due to its close proximity to the Town Square and the new sidewalk on E. Pearl will be concrete with pavers and street trees (Trees in Grates) which will improve the street experience for residents and visitors alike. At this time no major improvements are proposed for the one-way alley since all vehicular access will be taken from Pearl Avenue. However, the applicant will be making some utility-related improvements in the alley which will require appropriate patching. Because projects of this size typically use adjacent allies for access and so require improvements to the alley, staff has added a condition of approval based on the Engineering Department's comments that the applicant work with the Engineering Department prior to Development Plan submittal to determine the appropriate amount of alley improvements, if any, that may be required, such as patching areas of disturbance or paving the portions of the alley adjacent to the development. Please see next page for the site plan.



Building Design & Size:

As shown above in the LDR compliance table, the building and site comply with all relevant dimensional standards for the DC-2 zone. The building is mostly 3-stories with a flat roof design and is a maximum of 42' in height at each stepped section. The building has one 2-story section along Pearl Avenue which helps break up the mass along the longest portion of the building. The ground-level commercial is broken up into six spaces ranging in size from 488 sf to 2,943 sf and each space has its own street entry. The eastern-most space along Pearl is currently a flex space that may be used for a condo unit. The applicant will decide the final use of this space at the Development Plan submittal.

The ground level also includes 4 private entry doors (1 on Cache and 3 on Pearl) that lead to the condos on the 2nd and 3rd levels. The condos can also be accessed directly from the covered parking garage. Units range in size from 2,014 sf to 3,885 sf. Ten of the units are 3-bedrooms and 7 are 2-bedrooms. The LDRs require a 20-foot 3rd-story step-back and the proposed design has provided this, including a larger step-back in places. In addition, other additive and subtractive architectural elements are provided on the first two levels to vary the façade and rooflines to create interest and shadow lines. Furthermore, the portions of the 3rd level that are not required to be stepped-back have been willfully stepped-back 3' from the 2nd level façade to further help reduce the perceived mass. The primary exterior material palette for the building includes stone veneer, clay tiles, stained wood siding and soffits, dark metal accents, and burnished blocks for the structured parking along the alley.

With regard to the building size, the building is larger than typical downtown developments as it spans nearly 500 linear feet along both Cache and Pearl frontages (7 town lots). The 350' long façade on Pearl Avenue would be the longest building façade in downtown Jackson, nearly twice the length of The Cloudveil hotel on Center Street. However, in terms of total floor area, the proposed development would be only about 20,000 sf larger than the existing development on the site. It should be noted that the DC-2 zone does not regulate maximum building size, cap the number of adjacent lots that can be developed, or cap the number of lodging/short-term units per development. In contrast, the DC-2 zone does limit the individual use size for retail, service, and restaurant to more than 12,500 sf per tenant space, which this proposal complies with. The previous zoning

(Urban Commercial) also did not have a maximum building size but did cap lodging uses to no more than 90,000 sf per development. Thus even if the previous lodging cap was still in place this proposal would still comply. The only zones that have a maximum building size cap are the Town Square-1 (TS-1) and Town Square-2 (TS-2) which limit buildings to 15,000 square feet. Ultimately, the Town's Design Guidelines and Downtown Design Overlay Design Guidelines play a major role in addressing the bulk, scale, and mass of developments. The section immediately below provides an in-depth summary of the design review process.



PEARL AVENUE ELEVATION



CACHE STREET ELEVATION

Design Review Committee (DRC):

The Town adopted the Downtown Design Overlay (DDO) in February of 2021. The DDO includes additional design guidelines to ensure that all structures within its boundary (generally the Town Square area) incorporate and address “western character” in their final design. These additional design guidelines were added as an appendix to the existing Design Guidelines. The DDO is split into Area 1 and Area 2, with Area 1 requiring the higher level of “western character” design and Area 2 with a lesser level. The applicant’s property is located in Area 2.

The applicant’s Sketch Plan design was first reviewed on September 8, 2021, by the DRC and was continued for several reasons related to the Town Design Guidelines and newly adopted DDO Design Guidelines for western character (see below in this section for more detail). After considering the extensive feedback from the DRC’s first review, the applicant significantly revised the design and went back to the DRC on October 13, 2021. The revised design was well received and the DRC unanimously recommended approval to Town Council with 2 conditions:

1. The approved design is the design depicted in the 3D renderings. The applicant shall revise the floor plans to match the renderings to ensure consistency with all plans.
2. Final material samples of all materials shall be provided to the planning department prior to the issuance of a building permit.

Given the high level of public interest in this project and that the design is being publicly reviewed by the Council for Sketch Plan, staff thought that the additional context provided below on the DRC review might be helpful in

understanding the evolution of the proposed building design. In particular, while the final design now addresses the concerns of the DRC and staff, it is important to see the types of issues that were raised and addressed through the DRC process. Toward that goal, staff has provided below a more detailed summary of the initial concerns expressed by staff and the DRC and how the applicant responded to those concerns with the currently proposed design.

Comments from staff at the first DRC review - Because the proposed development spans over 7 lots (500' of combined frontage along Cache and Pearl) and is designed as a single building that is much larger than typical downtown development, staff finds that compliance with the Town's design guidelines, especially the DDO, is critically important. Specifically, staff identified the following design guidelines that we strongly encouraged the DRC to address and the applicant to further clarify.

Town Design Guidelines

- **Composition:** The Design Guidelines call for the use of composition, proportion, and rhythm of the materials, surfaces, and massing to create a sense of entry and a sense of place
- **Connections:** The Design Guidelines call for consideration on how the proposed development connects with the street and other development on the same block.
- **Massing: Volume Complexity:**
 - The Design Guidelines call for avoiding large monolithic buildings
 - The Design Guidelines state that projects that contain multiple lots shall pay close attention to breaking up the vertical façade into a pattern typical of single lot development
- **Street Wall:** The Design Guidelines state that at the corner, it is appropriate to step back the street wall to create comfortable pedestrian areas

Downtown Design Overlay Guidelines

- 1.6: In Area 2, develop the street level to provide visual interest to pedestrians and shelter - provide a clearly defined primary entrance(s).
- 1.16: Express a traditional base, middle, and cap composition with well-defined ground or lower floors and a distinctive but not overly ornate "cap" element framing middle building floors.
- 1.21: In Area 2, use a transparency-to-wall ratio [i.e., windows] similar to that found on traditional buildings in the area; however, using an accent feature with more transparency is appropriate.
- 1.22: Use vertical and horizontal articulation techniques to convey a sense of human scale in a building façade

Comments from the DRC at first review – Below is a summary of the comments raised by the DRC which were all addressed satisfactorily by the applicant:

At the first DRC review (September 8, 2021), the DRC provided numerous significant concerns over the design. The overarching conclusion by the DRC was that the building failed to meet several Town Design Guidelines and lacked a sense of western character according to the DDO Area 2. Among the numerous comments from the DRC, the notable comments critiqued the lack of variation in the building, specifically how the lower floor lacked differentiation from the upper floors, how the design had a "factory-like" or "industrial-like" feel that was inappropriate for this part of Town, that the windows were too large and modern in character, the misuse of historical buildings as models, and failing to address the massing of a large monotonous building through additive and subtractive techniques.

Revisions made by applicant/second review by DRC – After making several major revisions to their original design and meeting with staff on multiple occasions, the applicant presented the redesigned building at the October 13, 2021, DRC meeting. The revised design was well received by the DRC and it provided a unanimous recommendation of approval, indicating that the current design adequately addressed their concerns and met the Town Design Guidelines and those for Area 2 in the DDO.

While staff still has questions about whether buildings this large are consistent with the type of western character we want for the redevelopment of downtown, we do note that this building appears to meet all applicable LDRs, including those addressing (or not) maximum building size. Staff finds that applying the western character design guidelines in the DDO to a building of this size is a significant challenge, especially because the DDO guidelines are new, still largely untested, and that defining western character continues to be a challenge with a certain level of unavoidable subjectivity. This challenge applies not only to the DRC but to staff, the Planning Commission, and the Council. Staff also notes that the Council, as the final decision-maker on the Sketch Plan, may ask questions and weigh in on the architectural design of the proposed project and how it related to the Design Guidelines, including asking the DRC to revisit certain aspects of the design for further review and potential changes.

The DRC acknowledged that this project is only at Sketch Plan and will be reviewed again as part of the Development Plan. Nevertheless, they were complimentary of the evolution of the project and the applicant's willingness to make changes to address the concerns of the DRC.

Vehicular Access/Circulation/Parking:

Vehicular access to the project will be provided via a 24'-wide, two-way driveway off Pearl Avenue that leads to the covered parking garage that serves the entire project. Although the site is adjacent to an alley, the applicant is not proposing to use it due to strong recommendations from Public Works regarding the alley's substandard width, its use as a one-way alley, existing utilities, heavy commercial delivery use, and cluttered trash enclosures. Once inside the parking garage, the circulation is one-way counterclockwise with 62 parking spaces. Any additional overflow or guest parking will be provided by on-street parking as is typical in the downtown area. However, due to Fire Station #1 being located across the street on Pearl Avenue, the amount of on-street parking will be limited due to the red curbs designated for Fire/EMS. Staff has added a condition of approval requiring that prior to Development Plan submittal the applicant work with Jackson Teton County Fire/EMS to ensure the minimum amount of red curb is provided as part of the redevelopment.

As stated above, 62 spaces are provided to meet the 26-space requirement for the condominiums. Each of the 17 condo units will be designated 2 spaces (34 spaces) and the remaining spaces will be shared amongst the commercial spaces. As mentioned above in the LDR Compliance table, the property has 33.38 parking credits which were used to reduce the on-site parking requirement for the ground-level commercial. At the time of the Development Plan submittal, the applicant will need to clarify how the 33.38 parking credits will be allocated amongst the commercial spaces. This is needed so that when uses change, the record is clear on credit allocation in the event a new use has a higher parking demand. Comparing the parking intensity from the existing uses to the proposed project, the proposed development is less intense. The existing development generates a total parking requirement of approximately 90 parking spaces compared to the new development which generates a total requirement for 48 spaces. Thus, the proposed development requires 42 fewer spaces than the existing development.

Affordable/Employee/Workforce Housing:

Sec. 6.3.2.A.1 in the LDRs gives an affordable housing “credit” for any uses on the site that existed on the site on December 19, 1995, or that were established after this date to the present. Thus, in the applicant’s case, because all of the existing uses were both established before 1995 and still existed in 1995, all of the uses qualify for the housing mitigation credit. In practical terms, this means that these uses qualify for a credit even though they have never provided housing mitigation because they were established before the Town adopted housing mitigation requirements. In terms of calculating the amount of the credit, the credit is given to whichever use generates the highest mitigation requirement since 1995. This credit(s) can be used to offset the housing requirement of new development or redevelopment on the same site. Based on this methodology, the proposed development requires less housing mitigation than the existing mitigation credit so no additional deed-restricted housing is required or proposed. In fact, a housing credit of 3.86 units would remain on the site even after the proposed project is completed.

The below table provides a summary of the affordable housing mitigation plan.

Mitigation Requirement (Base 1.3 FAR)
<u>Proposed:</u> 67,000 (above grade) + 6,800 sf (basement) = 73,800 sf (total gross) • (7) 2-bedroom short-term rental condos = 1.428 mitigation units required • (10) 3-bedroom short-term rental condos = 3.06 mitigation units required • Retail (9,665 sf) = 3.86 mitigation units required Total Requirement: 6.57 mitigation units <u>Credit for existing/historical uses:</u> 38,705 sf above grade + 15,850 sf basement = 54,555 sf (total gross) • 57 lodging units = 5.82 mitigation units required • Retail (13,022 sf) = 2.81 mitigation units required • Restaurant/bar (3,000 sf) = 1.796 mitigation units required • Apartments = no mitigation credit • Assembly = no mitigation credit Total Credits: 10.43 mitigation units Complies: 3.86 units of mitigation credit remaining

Development Exactions:

The proposed project includes 17 condominium units. Each unit, therefore, will generate demand for schools and parks that must be mitigated according to Division 7.5: Development Exactions Standards. The final school and park exactions will be calculated as part of the Development Plan approval and will be due at the time of subdivision plat approval.

Construction Staging:

According to Title 12 of the Municipal Code, the proposed project is located within adowntown area that requires Town Council approval of a construction staging plan. Construction staging information is not a requirement of Sketch Plan submittal. For a project of this size, construction staging plans are typically submitted towards the end of Development Plan review or sometime closely after Development Plan approval. In order to ensure the construction staging plan is successfully planned and executed, the Engineering Department is requiring that a construction staging plan and narrative be provided with the Development Plan per the department reviews.

Planning Commission

The Planning Commission reviewed this item on December 1, 2021, and unanimously recommended approval to the Town Council as conditioned by staff. After acknowledging that the project met all applicable LDRs and that the design appeared to meet the design guidelines per the DRC recommendation, some Commissioners expressed general concerns over the appropriateness of buildings this large being located in the downtown area, of how to best apply the DDO guidelines for western character on large buildings, and of giving mitigation credit for development that has not provided actual mitigation (i.e., the method of applying housing credits to existing development). There was a general consensus that all three topics need to be further studied and discussed by the Town with the intention of making meaningful changes that are in line with the desired future character of Jackson and the objective of reaching our housing goals.

Public Comment

None

Comprehensive Plan & Priority Alignment.

Sketch Plan. All Sketch Plan proposals may be approved only if all of the following findings are made:

1. *The proposed project is consistent with the desired future character described for the site in the Jackson/Teton County Comprehensive Plan.*

Not applicable. This finding is not applicable according to the Wyoming Supreme Court.

2. *The proposed project achieves the standards and objective of the Natural Resource Overlay (NRO) and Scenic Resources Overlay (SRO), if applicable.*

Not applicable. The property is not located within the Natural Resource Overlay (NRO) or Scenic Resources Overlay (SRO).

3. *The proposed project does not have a have a significant impact on public facilities and services, including transportation, portable water and wastewater facilities, parks, schools, police, fire, and EMS facilities.*

Complies. As conditioned, and per the departmental reviews provided in this staff report, staff finds that the proposed project will not have significant impacts on public facilities and infrastructure.

4. *The proposed project complies with all relevant standards of these LDRs and other Town Ordinances as can be determined by the level of detail of a sketch plan.*

Complies. As conditioned, staff finds that the application meets all standards of the LDRs and other Town Ordinances.

5. *The proposed project is in substantial conformance with all standards or conditions of any prior applicable permits or approvals.*

Not applicable.

Fiscal Impact.

No fiscal impact identified at this time.

Staff Impact.

The amount of staff time to review, meet with the applicant, research, and write this report including future work to send final letters is roughly 40 hours.

Attachments or Links.

Department Reviews

Applicant Submittal

Suggested Motion.

I move to **approve** a Sketch Plan (P21-268) for a new 67,000 sf mixed-use building for the properties located at 50 S. Cache Street and 45 & 75 E. Pearl Avenue based upon the findings presented in the staff report, the departmental reviews, and subject to the six conditions of approval recommended in this staff report dated January 10, 2022.

PLANNING

Project Number	P21-268	Applied	10/18/2021	AL
Project Name	Sketch Plan - 50 S Cache, 45 & 75 E Pearl			
Type	SKETCH PLAN	Approved		
Subtype		Closed		
Status	STAFF REVIEW	Expired		
		Status		

Applicant		Owner	CCC'S RANCH INN, LLC	
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Site Address	City	State	Zip
50 S CACHE STREET	JACKSON	WY	83001

Subdivision	Parcel No	General Plan
CACHE CREEK	22411634205006	

Type of Review	Status	Dates			Remarks
		Sent	Due	Received	

Building	APPROVED W/CONDITI	10/18/2021	11/9/2021	10/19/2021	
Kelly Sluder					
(10/19/2021 2:33 PM KS)					
Structure must meet the current adopted Building Codes					

Fire	APPROVED W/CONDITI	10/18/2021	11/9/2021	10/25/2021	
Kathy Clay					
(10/25/2021 11:29 AM CLAY)					

Structure will be held to the most current edition of the International Fire Code. Mixed use occupancy will require full life safety protection as described in the code and appropriate standards. NFPA 13 will be required due to mixed use. Construction documents will require detail drawings of concealed spaces and how they will meet NFPA 13 from concealed space compliance.

Joint Housing Dept	10/18/2021	11/9/2021		
Stacy Stoker				

Legal	NO COMMENT	10/18/2021	11/9/2021	10/25/2021	
Lea Colasuonno					

Parks and Rec	10/18/2021	11/9/2021	10/29/2021	See comments
Steve Ashworth				

Type of Review	Status	Dates			
Contact		Sent	Due	Received	Remarks
Notes (10/29/2021 11:04 AM AL) Comments from P&R on P21-268.					
- Recommend no detached sidewalk. No other detached sidewalks with planter strips on Pearl on this block. With exception of a couple of spots there are no detached sidewalks on Pearl from Willow to Broadway. Incredibly difficult to "pull curbs" in the winter for snow removal. Recommend "furnishing strip" rather than landscape strip with no trees, or flipping sidewalk to attached and allow trees on property as current on Pearl Ave. - Trees will effectively pinch in pedestrian access and snow removal efforts along Pearl. Maintain 8' pedestrian access, as proposed on Cache, based on volume of foot traffic in the downtown core. Leaves 5' 8" zone for plantings/furnishings immediately adjacent to the building. - Clarification on type of sidewalks...Boardwalk on Cache, replace boardwalk with cement on Pearl? - Corner curb cut to remain intact or re-alignment necessary?					
Andy Erskine, CPSI Parks Manager, Teton County/Jackson Parks & Recreation Department 300 W Snow King Avenue PO Box 811 Jackson, WY 83001 Office: 307-732-5793					
Pathways	APPROVED W/CONDITI	10/18/2021	11/9/2021	11/10/2021	
Brian Schilling					

Type of Review	Status	Dates			
		Sent	Due	Received	Remarks
Contact					
Notes					
(11/10/2021 3:48 PM AL)					
P21-268 – 50 S. Cache and 45 E. Pearl – Sketch Plan					
Comments from Teton County/TOJ Pathways Department					
Status: approved w/conditions					
- Streetscapes - The frontage along Willow St. shall meet TOJ LDRs for sidewalk width and planter strip. - The sidewalk along Cache will need to extend across the alley to meet up with the sidewalk on the north side of the alley. The sidewalk shall be constructed as a continuous sidewalk at a consistent elevation above the street and at the same level as the connecting sidewalks to the north and south (i.e. the sidewalk shall not dip down at the alley crossing). - The driveway crossing on Pearl shall be constructed as a continuous sidewalk, with no change in elevation from the sidewalks on either approaching leg. The driveway shall ramp up to the level of the sidewalk a minimum of 2’ either side of the clear sidewalk width. (Staff can provide additional guidance and design details for this if needed). - The Cache/Pearl intersection corner should have a curb extension/bulbout to provide improved safety for pedestrians and increase space for parking. The existing parking spaces immediately adjacent to the crosswalk appear to be closer to the crosswalk than is legally allowed. A bulbout will actually increase the amount of legal parking space on both Cache and Pearl. - There are sightline concerns at the driveway entrance on Pearl. The corner of the building on either side of the driveway creates a hazardous situation where a driver crossing the sidewalk while exiting the property cannot see a pedestrian on the sidewalk. The corner of the building needs to be cut back or angled to provide adequate sight distance at the driveway. The same situation also applies to the alley on Cache and will need to be changed here as well. - Bicycle Parking - Given the location and type of use of the proposed development, staff expects that there will be a high demand for bicycle parking. - Staff supports crediting the bike parking toward the development’s overall parking requirement. - The bike parking should ideally be a mix of short-term (for visitors, frequent/regular use) and long-term (for employees, residents, infrequent use/storage).					
? Short-term parking (for visitors or guests parking for a few hours or less): the recommended style for short-term bike parking is one or more “single inverted-U” racks. “Wave,” “ribbon,” and “toaster” style racks shall not be used. The best location for a rack area is immediately adjacent to the entrance it serves. The rack area should be as close as or closer to the front entrance than the nearest car parking space, visible from the front entrance, hardscaped, and should not obstruct pedestrian flow. Three to four u-racks in the streetscape buffer on Cache St. and six to eight racks on Pearl Ave. may be sufficient for short-term parking. ? Long-term parking (for employees/residents parking for more than a few hours—i.e. all-day or overnight): the recommendations for long-term parking include providing a secure, conveniently-accessed, well-lit, covered area with racks or lockers that will protect bikes from rain, snow and other elements and deter bike theft. The area does not have to be immediately adjacent to the access door for the residence, but should be located in a secure or monitored location or in a locked enclosure. Clustered inverted-U bike racks, wall racks, or external bike lockers are appropriate. - The bike parking should be constructed on a concrete pad. Grass surfaces will quickly deteriorate into mud from foot traffic during wet seasons and will be difficult to keep clear of snow. Also, a concrete surface will provide a more secure mounting surface for the racks and will discourage theft. - Staff supports including the bike parking towards the landscape surfacing requirement so that bike parking does not detract from the applicant’s landscape requirements. Conversion of one or more car parking spots to bike parking would also be supported. - Rack details and locations should be shown on site plans. - Jackson Hole Community Pathways will be happy to provide additional background information and guidance on site selection, layout, rack specification, and rack installation.					
Planning	APPROVED W/CONDITIONS	10/18/2021	11/9/2021	11/24/2021	
Tyler Valentine					
(11/24/2021 9:11 AM TV)					
Please see staff report.					
Police		10/18/2021	11/9/2021		
Michelle Weber					
Public Works	APPROVED W/CONDITIONS	10/18/2021	11/9/2021	11/9/2021	See Notes
Scott Mohror					

Type of Review	Status	Dates			
		Sent	Due	Received	Remarks
Contact Notes (11/9/2021 4:35 PM SM) SKETCH PLAN Comments – Approved with Conditions					
P21-268 Sketch Plan ADDRESS: 50 S Cache Street OWNER: CCC's Ranch Inn, LLC APPLICANT: Northworks Architects					
11/9/2021 Scott Mohror, (307) 733-3079					
DATE OF SUBMITTAL: 10/18/2021 DATE OF MATERIALS: Report 10/18/2021; Utility Plan 11/3/2021 REVISION NO.: 00					

The engineering division has reviewed your application for a SKETCH PLAN submitted on and with application materials as dated above.

*The following comments are being provided for use in preparation of future applications and are required for sufficiency .

PROJECT SPECIFIC COMMENTS

1. A pedestrian corridor plan shall be provided for review. This shall include all dimensions and elevations in relation to existing curb and future development together with ADA compliance.
2. Provide a plan that generally complies with the Community Streets plan and Bicycle improvements plan. Include property lines, dimensions, radii, elevations, slopes, grade changes, etc.
3. For all pedestrian areas provide a plan that includes dimensions, radii, elevations, slopes (running and cross slopes, not oblique slopes), ramp slopes, grade breaks, stair dimensions, handrails, guards, etc. showing compliance with ADA, IBC, and Town standards.
4. Show that all walking surfaces behind the back of curb are ADA compliant and in the same plane, i.e., no breaks in grade in the cross slope and following the curb profile. All adjustments for changes in grade along the street shall be accommodated within the property and beyond the pedestrian way.
5. For awnings or canopies that are proposed within the right-of-way, dimensional and drainage information shall be included on the plans.
6. Encroachment agreements are required for encroachments of buildings, retaining walls, foundations, awnings, canopies, balconies, roofs, shoring, etc.
7. Provide a complete and detailed landscaping plan that identifies the street trees and irrigation proposed within the right-of-way.
8. Provide information on how the application will comply with plan level grading. If applicable, include a Geotechnical Report to support shoring design.
9. Provide a grading plan that includes existing and proposed site contours with elevation labels, spot elevations, high and low points, grade breaks. If applicable, provide easements for grading proposed on adjacent properties.
10. Provide an erosion control plan using Best Management Practices (BMP's) that complies with Section 5.7.3 of the LDR's.
11. Parking Layout – Sand/Oil separator required. Provide sizing calculations for the sand/oil separator that includes parking area drainage inlets entering the separator.
12. A preliminary stormwater management plan for the site shall be provided on the plans consistent with the LDR's. Calculations shall be provided for sizing storm pipe. Provide size and material type on the plans.
13. A parking and access plan per the LDR's shall be required. The dimensions of the parking spaces and drive lanes, including turning movements (both ingress and egress), shall be clearly shown on the plans for review.
14. Provide a parking plan in compliance with this Section 6.2.5. Include surface materials and drainage plans, access and circulation, and snow storage. Explain how and where commercial deliveries will be made.
15. Provide a plan for permanent reference monuments, property corners, etc.
16. Permits are required prior to construction of development improvements.
17. The Town Council may require installation and construction of utilities, pavement, and other land improvements in excess of subdivision design needs, to assure adequate service to future development areas.
18. Include the water services to be abandoned on the demolition plan. Coordinate with Town of Jackson on locations of existing water services, Town records vary from the survey provided.
19. A detailed potable water system plan shall be provided on the plans consistent with the LDR's. The plan shall show the calculations for domestic and fire water demands. This plan shall include all backflow device and meter locations.

Type of Review	Status	Dates			
		Sent	Due	Received	Remarks
Contact					
Notes					
20. Water services over 2-inch in diameter require engineering design. Water mains larger than 8-inch and or longer than 250 feet require a Wyoming DEQ permit.					
21. All improvement shall be designed by a professional engineer licensed to do such work in the State of Wyoming.					
22. Include the sanitary sewer services to be abandoned on the demolition plan. Coordinate with Town of Jackson on locations of existing sanitary sewer services, Town records vary from the survey provided.					
23. Any retail/commercial business that could potentially introduce fats, oils, and greases (FOG's) to the Town's wastewater collection system will be required to pretreat utilizing a grease trap/interceptor prior to discharging to the Town's system.					
24. Provide a detailed sanitary sewer system on the plans consistent with the LDR's. Existing manholes in suitable condition shall be used for connection to the main, replacement of unsuitable manholes may be required.					
25. Provide analysis that shows the net impacts of the development considering that the existing uses will be replaced by the proposed development. In addition, this information shall include a review of downstream impacts, if any, created from the additional flows being delivered.					
26. Provide a preliminary irrigation system design (if applicable) with backflow protection system on the plans.					
27. Provide a plan for all other utilities, such as telephone, cable TV, electric, fiber, gas. All utilities shall be installed underground. Provide right-of-way or easements as required. Show that private utilities can be located on private properties, e.g., transformers.					
28. Code required clear space for utilities adjacent to the public right-of-way shall be contained wholly within the property, e.g., power services in the alley.					
29. Provide information or agreements regarding the shared parking on the northeast corner and/or along the alley.					
30. Provide a Striping and Signage Plan for the improvements within the right-of-way. Coordinate with Fire EMS on extent of the red curb required for Fire Station #1.					
31. A construction-staging narrative and plan shall be submitted for review and approval with the Development Plan application. A Checklist for Construction Management planning can be found on the Town's website.					
32. Address impact and steady-state vibrations in the Construction Management plan narrative that complies with 6.4.4 Vibrations of the LDR's.					
33. A demolition permit is required for each existing structure to be removed from the site. Water and sanitary sewer services to be abandoned for the project shall be abandoned at the main during the demolition phase of the project.					
34. The applicant is required to notify the State of Wyoming Asbestos Program for demolition of commercial properties and demolition or complete remodel of residential projects for commercial purposes. WYDEQ Memorandum regarding "Asbestos Inspection and Notification Requirements" is attached to the Demolition Permit Application.					
35. Please be advised that infrastructure improvements necessary to meet the capacity demands and requirements for the proposed development shall be the responsibility of the developer. The Town of Jackson is not responsible for upsizing or extending of potable water, sanitary sewer, or storm drainage to meet development needs so long as the existing utility systems are within a reasonable distance of the subject property.					
START		10/18/2021	11/9/2021		
Darren Brugmann					

CONDOS AT CACHE + PEARL

SKETCH PLAN SUBMITTAL

OCTOBER 18, 2021



NORTHWORKS



TABLE OF CONTENTS

- LETTER OF JUSTIFICATION
- APPLICATION
- PROJECT NARRATIVE
- DRAWINGS
- HOUSING MITIGATION PLAN
- PARKING CALCULATIONS
- LDR COMPLIANCE
- FINDINGS FOR APPROVAL
- RESPONSES TO THE TOWN OF JACKSON
PLANNING DEPARTMENT PRE-APPLICATION
CONFERENCE (30 JUNE 2021)

LETTER OF JUSTIFICATION

Crystal Creek Capital Real Estate Advisors, LLC

P.O. Box 844 | 25 S. Willow Street, Ste 200 | Jackson, Wyoming 83001 | Telephone 307-733-4733

Paul Anthony
Planning Director
Town of Jackson
P.O. Box 1687
Jackson, WY 83001

Re: Sketch Plan: 50 S. Cache Street; 45 E. Pearl Avenue; 75 E Pearl Avenue

Dear Mr. Anthony,

Please accept this Sketch Plan application for the redevelopment of the properties located at 50 S. Cache Street; 45 E. Pearl Avenue and 75 E Pearl Avenue. Included in this application are the following items:

1. application;
2. project narrative;
3. drawings;
4. housing mitigation plan;
5. parking calculations;
6. LDR compliance
7. findings for approval; and
8. responses to the Town of Jackson pre-application conference.

The proposed project implements the goals noted in the Jackson/Teton County Comprehensive Plan. It fully conforms with the Town of Jackson land development regulations and the design was unanimously approved by the Design Review Committee on October 13, 2021.

The project is a mixed-use building totaling approximately 67,000 square feet that includes commercial space at the street level and two additional levels of residential units. Upon completion, the project will add vibrancy to the southern edge of the downtown core while significantly improving the pedestrian walkways.

No variances or administrative adjustments are proposed in this submittal.

Please notify me with any questions you may have. We look forward to working with you on this project.

Sincerely,



James D Walter,
Founder & President

APPLICATION



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: Cache / Pearl Redevelopment
Physical Address: 50 S. Cache; 45 E. Pearl; 75 E. Pearl
Lot, Subdivision: 10-16 Block 1 Cache 1 PIDN: _____

PROPERTY OWNER.

Name: CCC's Ranch Inn, LLC Phone: 307-733-4733
Mailing Address: P.O. Box 844 Jackson, WY ZIP: 83001
E-mail: jim@crystalcreekcapital.com ; jeanne@crystalcreekcapital.com ; nick@crystalcreekcapital.com

APPLICANT/AGENT.

Name: Northworks Architects and Planners Phone: 307-201-5324
Mailing Address: P.O. Box 4027 ZIP: 83001
E-mail: adeepree@nwks.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)	☐ Other: _____
☐ 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 #: P21-062 Environmental Analysis #: _____
Original Permit #: _____ Date of Neighborhood Meeting: 8/10/21

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 <http://www.townofjackson.com/DocumentCenter/View/845/LetterOfAuthorization-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.



Signature of Property Owner or Authorized Applicant/Agent

Nicholas Fouts

Name Printed

7/12/2021

Date

Partner

Title

PROJECT NARRATIVE

PROJECT NARRATIVE

The proposed project will re-develop a 1.29 acre seven lot parcel within the DC-2 zoning district located in the Town of Jackson. The site is bordered on the west by Cache Street, on the south by Pearl Avenue, on the east by a previously developed 0.17 acre DC-2 zoned site, and on the north by an alley which connects Cache Street and King Street.

Since the proposed development exceeds 39,000 square feet, a development permit is required. The proposed development received unanimous approval from the Design Review Committee on 10/13/2021. The Sketch Plan Review will be followed by a Development Plan Review, Grading Permit Pre-Application, and ultimately a Building Permit Application.

Currently, there are three major structures that exist on the site. These include the Ranch Inn, the Ranch Square Building and the Under the Willow Building. All above grade structures will be demolished. The new development will utilize approximately 67,000 square feet of the total 71,219 square feet allowable within the 1.29 acre site. Some of the existing basements will remain in order to minimize earth work and shoring.

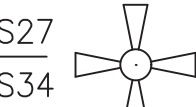
The 67,000 square foot redevelopment will include commercial space at the street level, and 17 two and three bedroom condominium units on the second and third levels, including a two-story duplex unit occupying Levels 1 and 2 of the easternmost portion of the building. 62 parking spaces will be located in a covered garage located at grade level directly behind (north of) the redevelopment. To access the garage, one will drive through a curb cut located on Pearl Avenue. To note, we will be eliminating one large existing curb cut on Pearl Avenue and relocating the smaller existing curb cut that is currently located within the fire lane approximately 10 feet west to serve as the access point for the proposed parking garage. Nonetheless, our proposed curb cut will be closely coordinated with Teton County Fire/EMS to ensure that the access and use of the fire station across Pearl Avenue is not impeded whatsoever.

This submittal contains more detailed information than is customary or required for a Sketch Plan but we wish to share all of our current planning. Nonetheless, this submittal is a Sketch Plan despite the extensive amount of information, and much more refined planning is needed before we settle on a final Development Plan. As the building plans evolve through structural engineering, HVAC design, and the design of other building elements, the interior arrangement of spaces may alter unit layouts and the number of residential units. Any changes, however will continue to comply with parking, workforce housing and any other LDR standard. The current duplex unit on the easternmost location of the building may be changed to a level one retail use and a more typical single-story condominium.

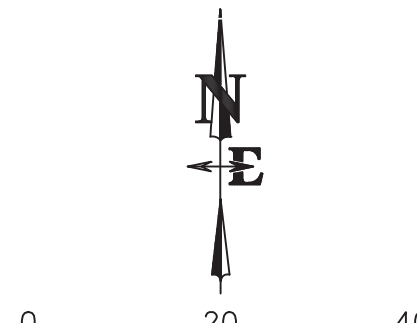
DRAWINGS

S:\proj\2021\076-01 09 S. Cache St., 45 E. Pearl St., and 75 E. Pearl St. - Nels Faults - Survey\4 Drawing\01-76-01 Existing A\Title.dwg
3/31/2021 09:27:43 pm
PLOTTER: B71 Vermeer
DWG FORM: 210

S28 | S27
S33 | S34



1/16th CORNER
S33 | S34



VERTICAL DATUM BASED ON NAVD88 (GEOID 12B)
PROJECT BENCHMARK NE CORNER OF
LOT 9, BLOCK 1 OF PLAT 102
EL. 6246.75' DERIVED FROM GPS OBSERVATION

DRAFT

A.L.T.A./N.S.P.S. LAND TITLE SURVEY

Tracts of land
located within
NW1/4 NW1/4, Section 34
Township 41 North
Range 116 West, 6th P.M.
Town of Jackson
Teton County, Wyoming

**NELSON
ENGINEERING**
P.O. BOX 1599, JACKSON WYOMING (307) 733-2087

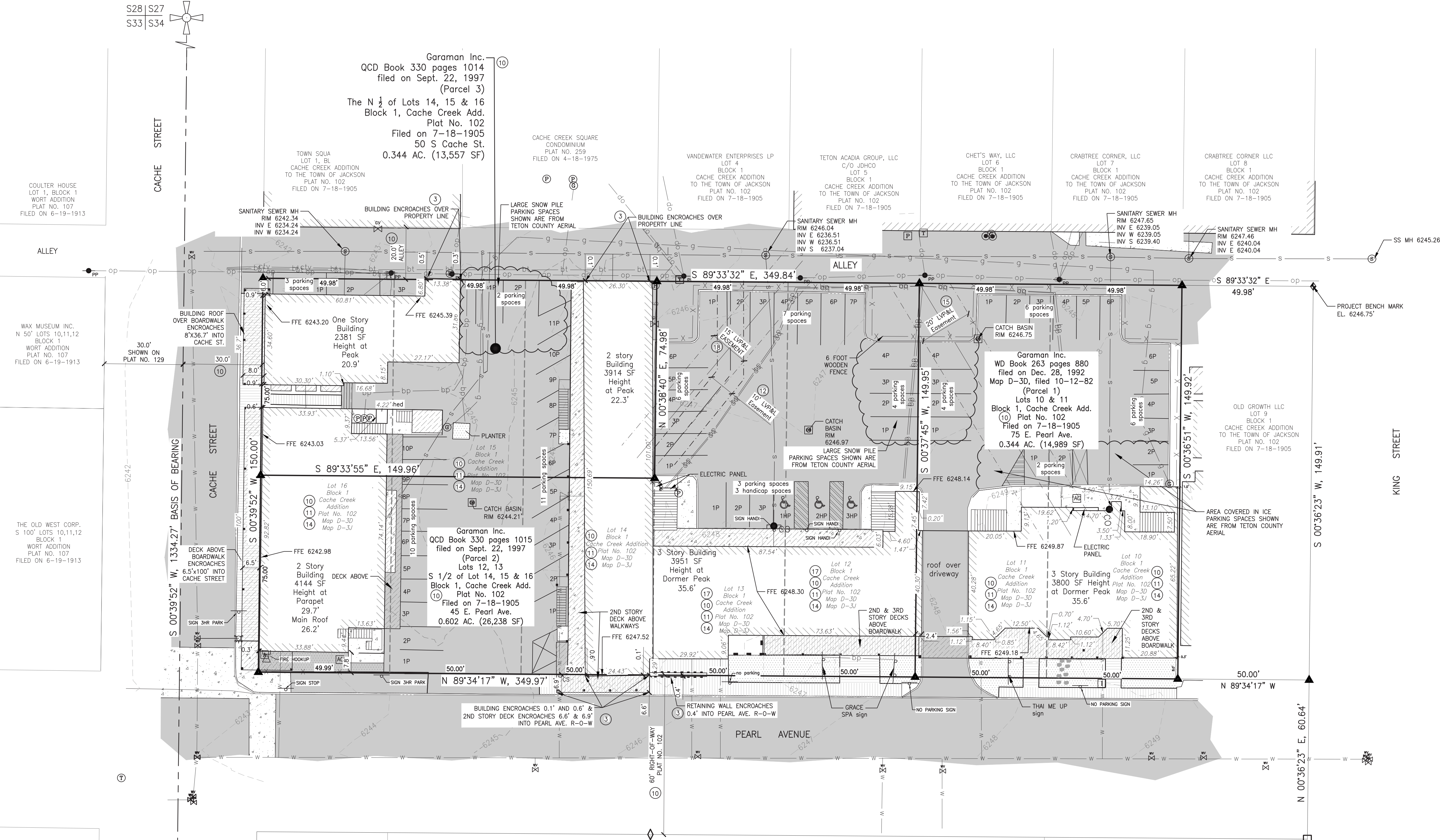
DRAWING TITLE
SITE PLAN

JOB TITLE
A.L.T.A./N.S.P.S. LAND TITLE SURVEY
CRYSTAL CREEK CAPITAL REAL
ESTATES ADVISORS

DRAWING NO
2 OF 2
JOB NO
21-076-01

DATE	SURVEYED	ENGINEERED	DRAWN	CHECKED	APPROVED
3/31/2021	WV DK DS	DS/SK	IR	IR	IR

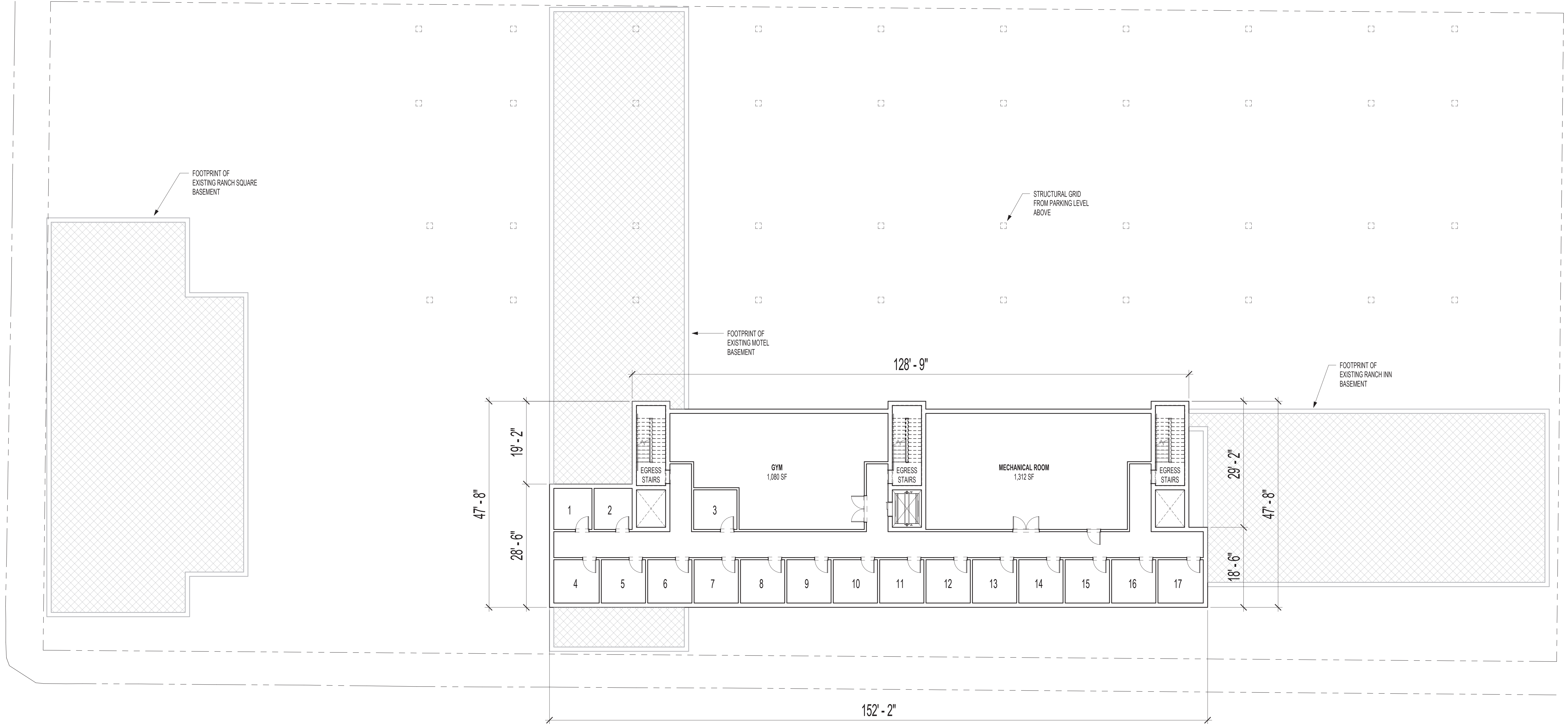
REV.





LEGEND	
(A)	EXISTING ASPHALT PAVING
(B)	PARALLEL PARKING
(C)	BOARDWALK
(D)	ARCHITECTURAL CANOPY
(E)	BENCHES
(F)	TRASH
(G)	BIKE RACK
(H)	PEDESTRIAN RAMP
(I)	PAVERS WITH TREES IN GRATES
(J)	PEDESTRIAN SIDEWALK
(K)	DRIVEWAY
(L)	COVERED PARKING

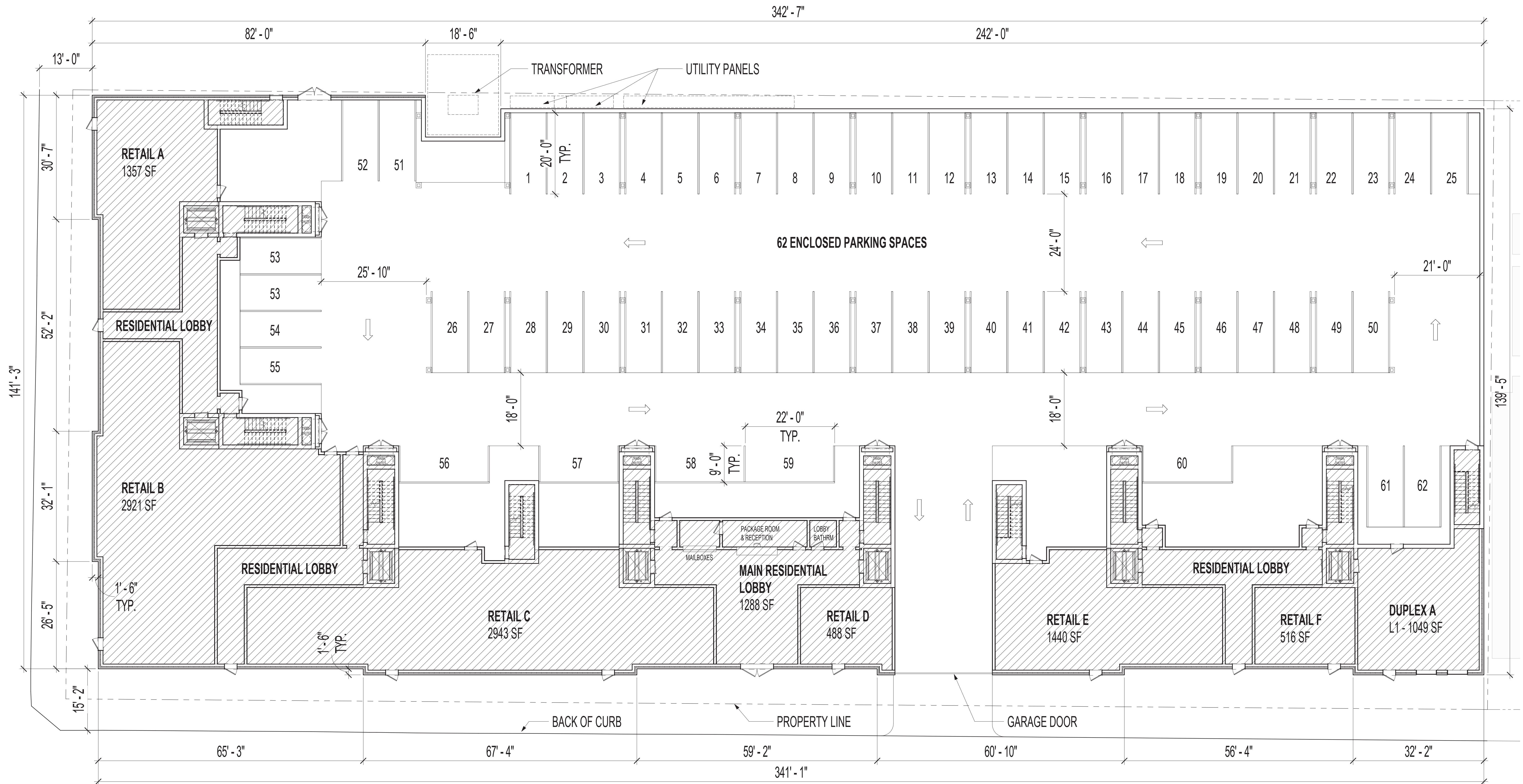
SITE PLAN

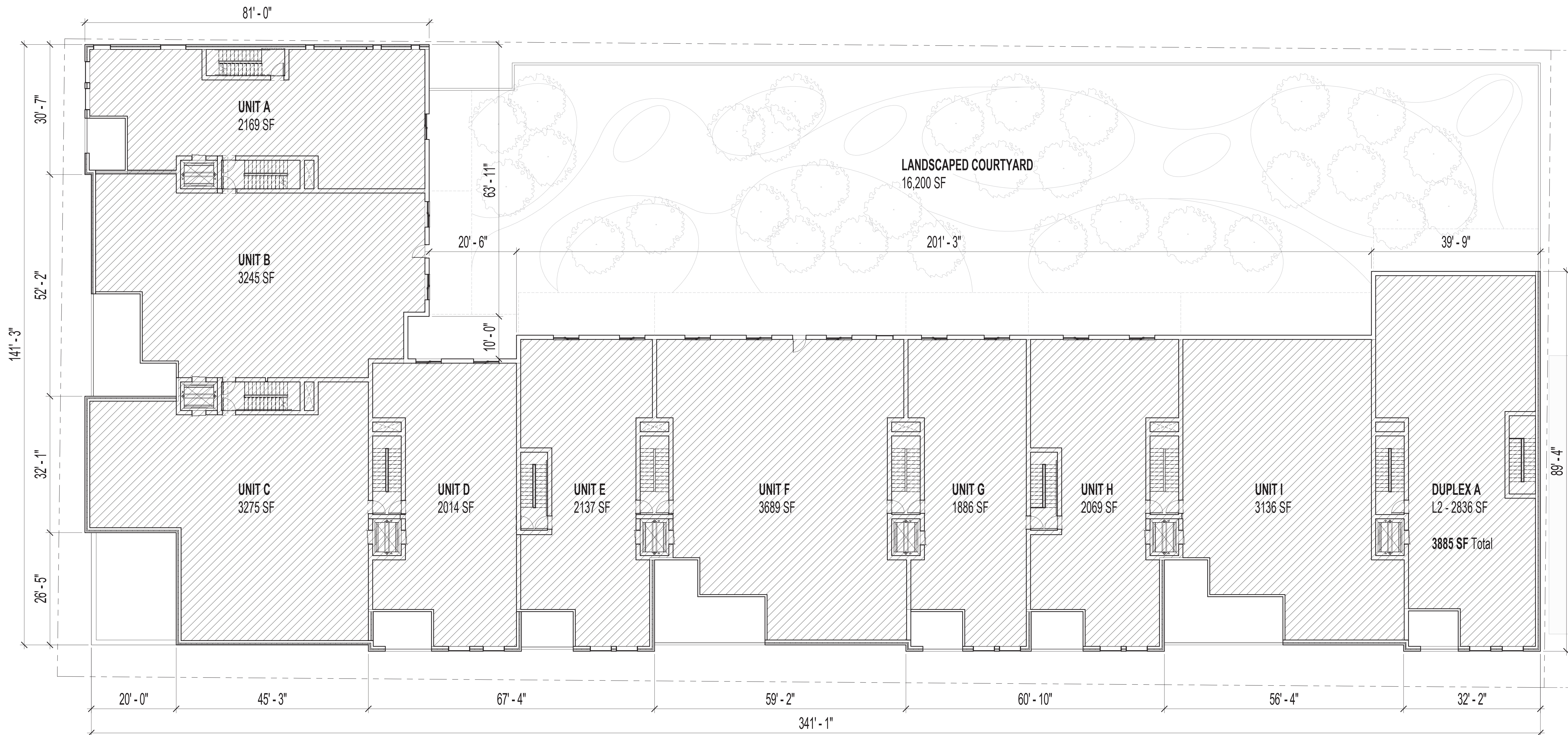


1 BASEMENT PLAN
3/32" = 1'-0"

BASEMENT LEVEL
TOTAL SF - 6,572 SF

- (17) 100 SF STORAGE UNIT FOR EACH RESIDENTIAL UNIT
- (1) ELEVATOR HAS BASEMENT LEVEL ACCESS
- (3) EGRESS STAIRS HAVE BASEMENT LEVEL ACCESS





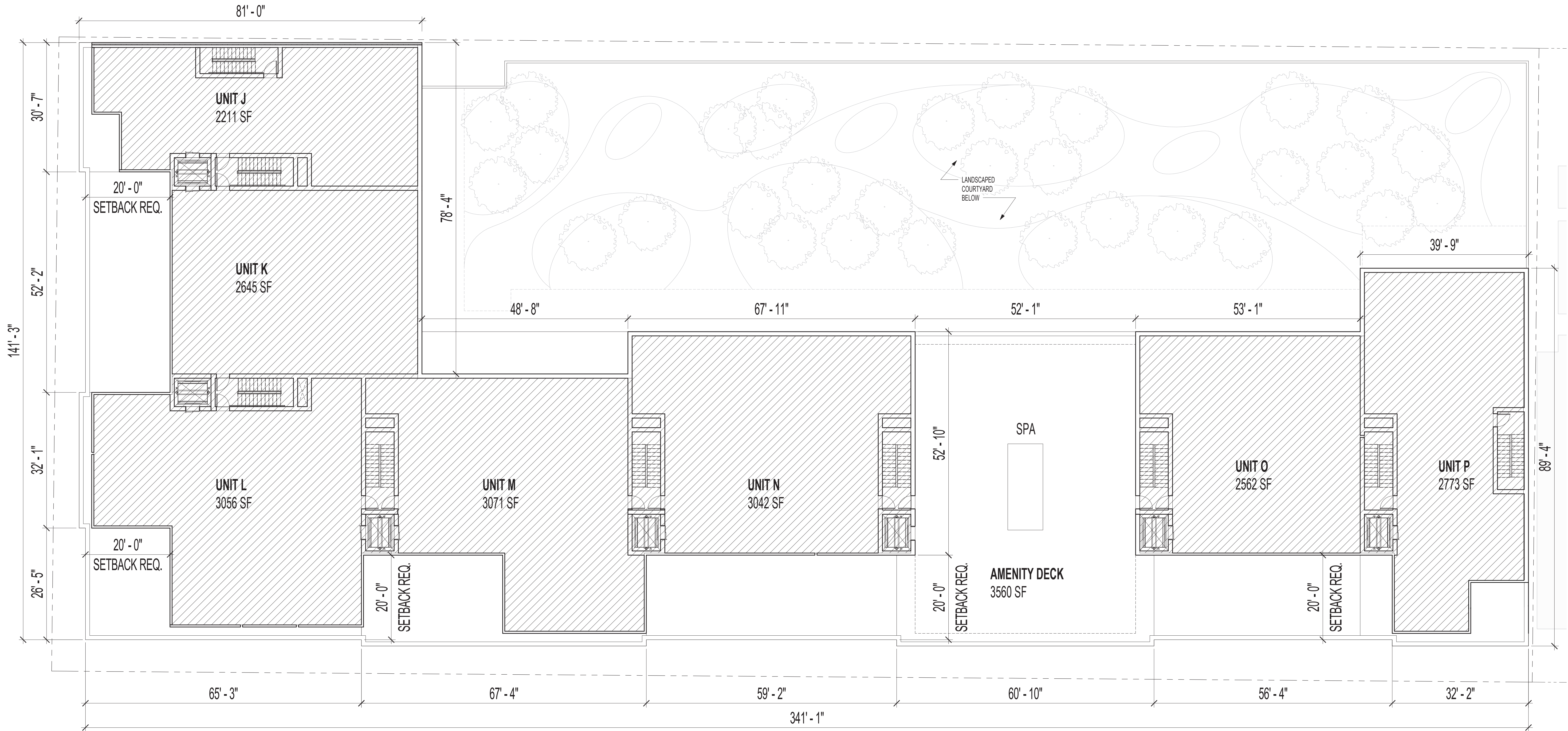
1 2ND FLOOR PLAN
3/32" = 1'-0"

BUILDING TOTALS

GROSS SF - 66,862
SELLABLE SF - 56,519
EFFICIENCY - 84.5%

LEVEL 2

GROSS SF - 28,795
SELLABLE SF - 26,445



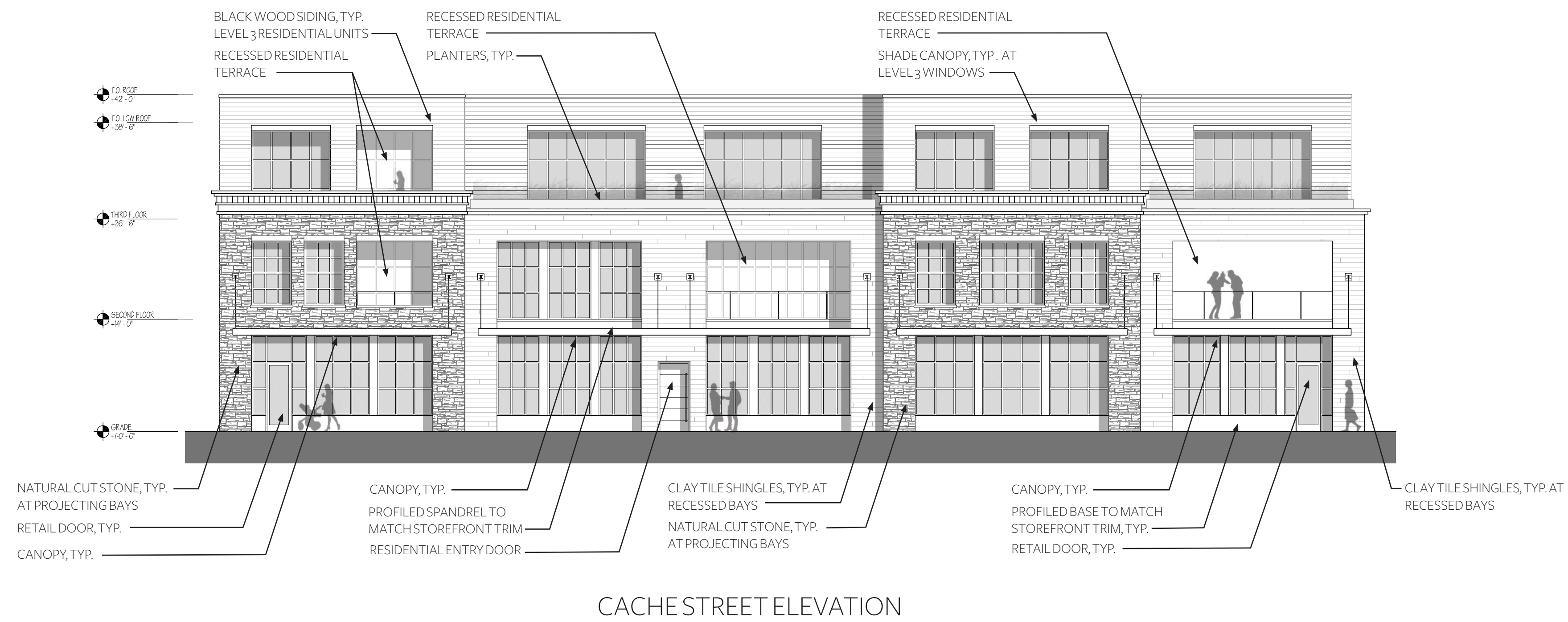
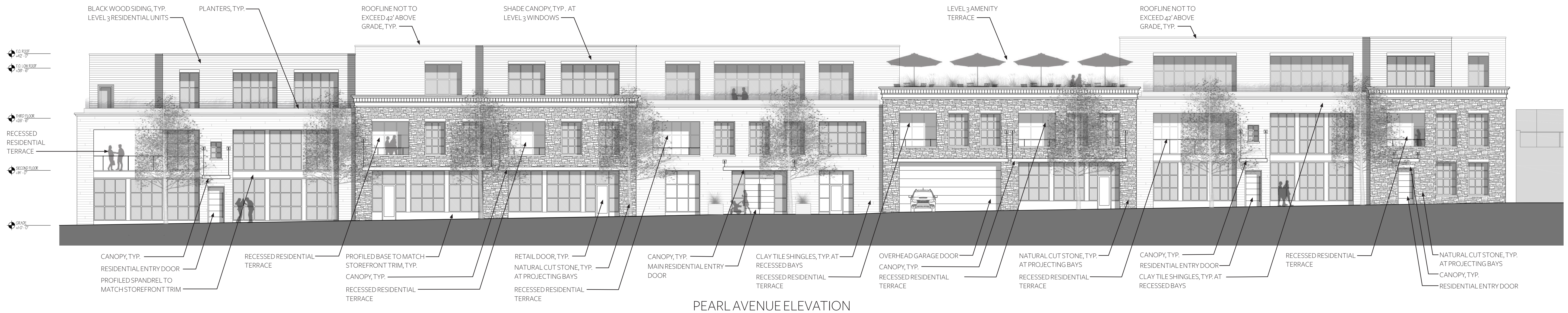
BUILDING TOTALS

GROSS SF - 66,862
SELLABLE SF - 56,519
EFFICIENCY - 84.5%

LEVEL 3

GROSS SF - 21,473
SELLABLE SF - 19,360

① 3RD FLOOR PLAN
3/32" = 1'-0"

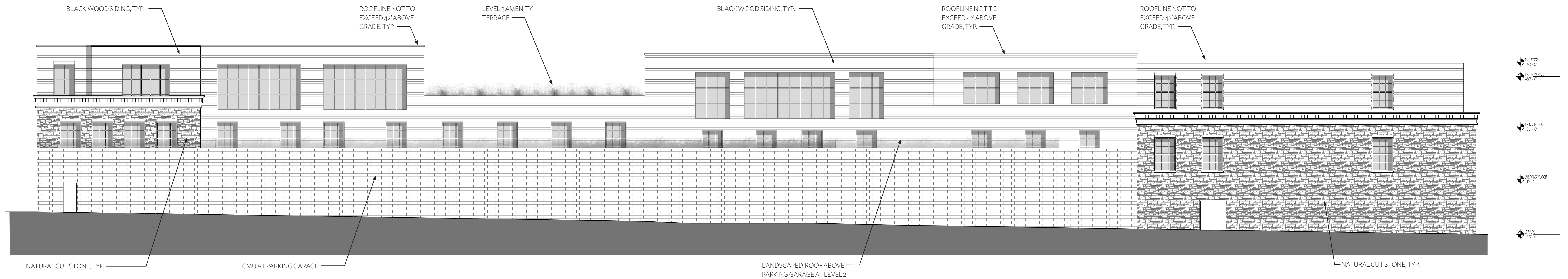


BUILDING ELEVATIONS
SCALE: 3/32" = 1'-0"

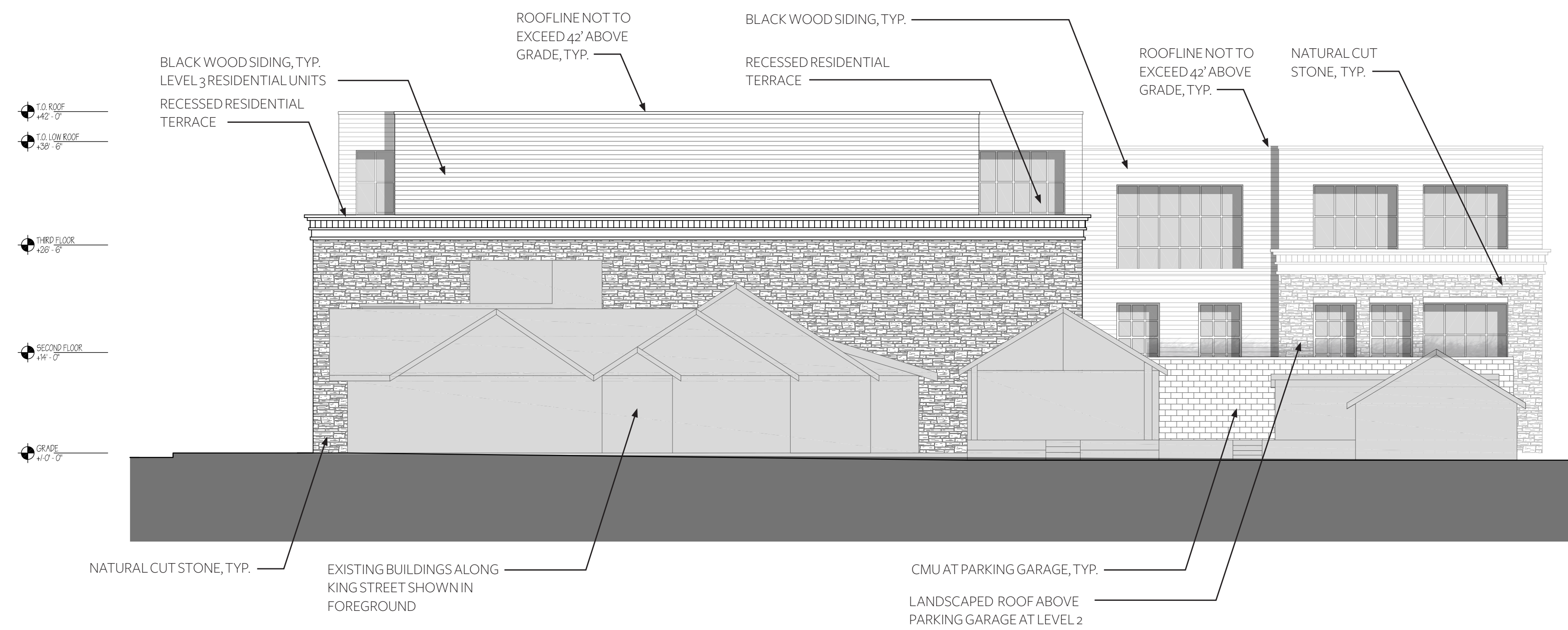
NORTHWORKS



CONDOS AT CACHE & PEARL
JACKSON, WYOMING



NORTH (ALLEY) ELEVATION



EAST (KING STREET) ELEVATION



PEARL AVENUE ELEVATION



CACHE STREET ELEVATION

RENDERED ELEVATIONS
NOT TO SCALE

NORTHWORKS



CONDOS AT CACHE & PEARL
JACKSON, WYOMING



EXTERIOR RENDERING



EXTERIOR RENDERING

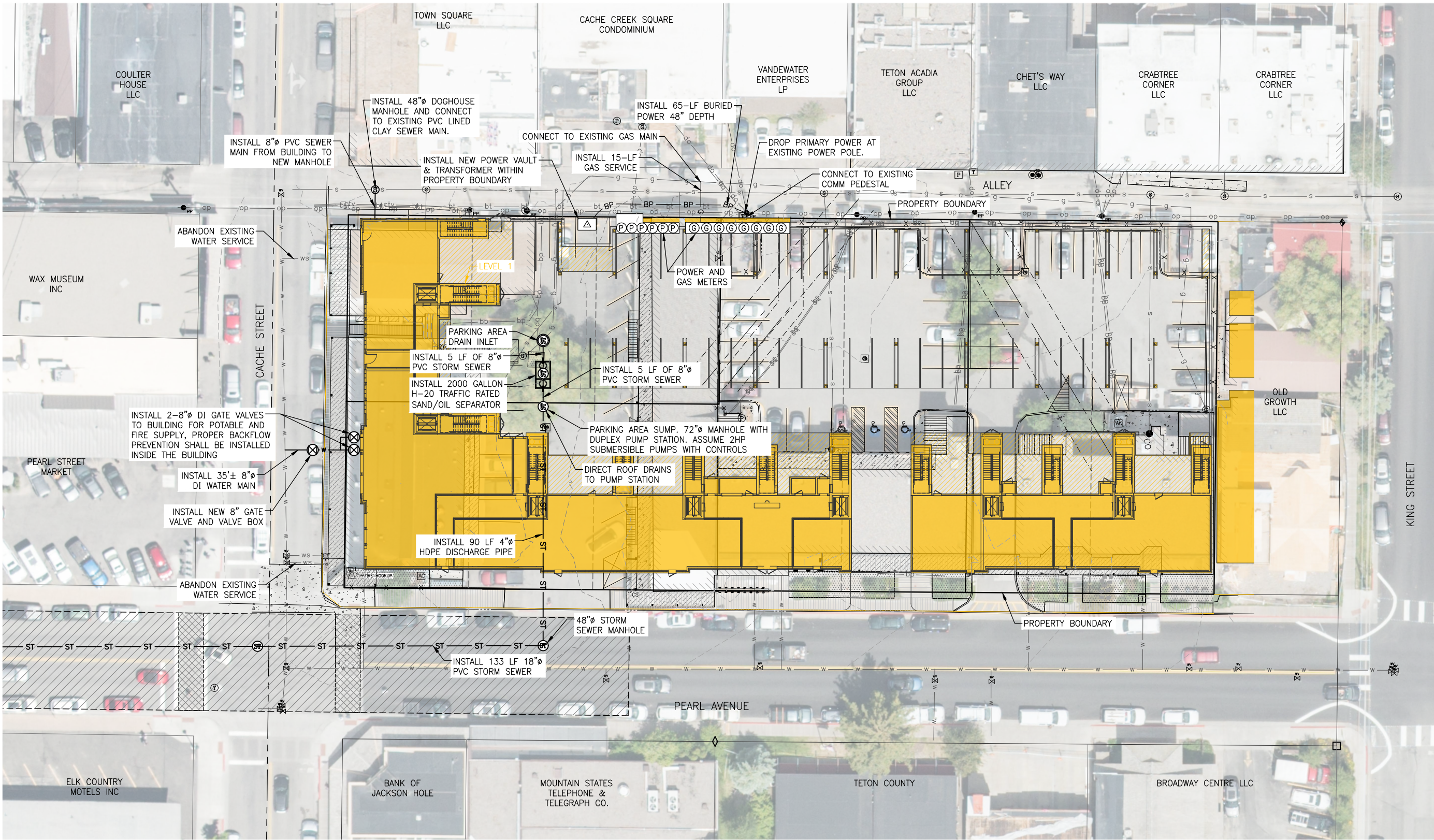
SCALE: 1" = 40' (11X17)



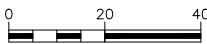
NOT FOR CONSTRUCTION

DRAWING NO C1	JOB TITLE CACHE & PEARL PROJECT SCHEMATIC DESIGN JACKSON, WYOMING	DRAWING TITLE WEST UTILITY SITE PLAN	 P.O. BOX 1599, JACKSON WYOMING (307) 733-2087	DATE	3 NOV 2021	REV.
JOB NO 21-076-03				SURVEYED	NE	
				ENGINEERED	BO	
				DRAWN	BO	
				CHECKED	MB	
				APPROVED	MB	

S:\projects\2021\03\0302\030200\030200.dwg - Nov 03 2021 03:02 pm - PLOTTED BY: alson - DWG FIRM: 230



EAST UTILITY SITE PLAN
SCALE: 1" = 40' (11X17)



NOT FOR CONSTRUCTION

DRAWING NO	C2	JOB NO	21-076-03	JOB TITLE		DRAWING TITLE		DATE						REV.					
				CACHE & PEARL PROJECT SCHEMATIC DESIGN JACKSON, WYOMING		EAST UTILITY SITE PLAN		3	NOV	2021	NE	BO	BO	MB	MB	MB	MB	MB	MB

HOUSING MITIGATION PLAN



Jackson/Teton County Affordable Housing Checklist - Housing Mitigation Plan (LDR Division 6.3.6)

Every development application must include a Housing Mitigation Plan for sufficiency. Every Housing Mitigation Plan is required to contain the following information:

Applicability (LDR 6.3.6.A.3.a)

1. Does your development qualify for an exemption from a housing mitigation requirement? Yes ☐ No ☒
If yes, explain and refer to the proper LDR _____

2. Are there credits associated with your development? Yes ☒ No ☐ If yes, explain where the existing credits came from, provide the calculation, and refer to the proper LDR. _____
There are currently 10.428 housing credits associated with existing development on site.
Proposed use for the re-development requires 6.579 credits. There are 3+ credits remaining after the redevelopment. No units shall be required. See attached AFH Calculator Worksheet.

Calculation of Requirement (LDR 6.3.6.A.3.b)

3. Does your development require or are you otherwise requesting approval of an Independent Calculation (LDR section 6.3.3.B)? Yes ☐ No ☒
If yes, provide the calculation according to 6.3.3.B.2 along with impact analysis, verifiable local information, industry specific rather than business specific data, etc. The Planning Department is available to help with this calculation prior to submittal of your application. Attach as a separate sheet.

☐ I have attached a separate sheet with the calculation and supporting data for my Independent Calculation

Housing Mitigation Requirements Calculator. If no to 1 and 3 above, calculate your development's requirement, using the Housing Mitigation Requirements Calculator. The calculator can be found at this link: www.jacksonwy.gov/200/Planning Attach a copy of the first page of the calculator showing the calculations and requirements with your Housing Mitigation Plan. The Planning Department is available to help with this calculation prior to submittal of your application.

- ☒ I have attached a copy of the first page of the Housing Mitigation Requirements Calculator which includes my requirement and unit types.

Type of Affordable Housing Provided – Standard Restrictions. (LDR 6.3.4)

4. How many ownership or rental units are you proposing in which income ranges with how many bedrooms?
Please complete the matrix below:

Bedrooms	0 – 50%	50% - 80%	80% - 120%	Workforce	Ownership or Rental
1-bedroom					
2-bedroom					
3-bedroom					

Special Restriction. The Special Restriction is a contract between The Board of County Commissioners or the Town Council and the owner of real property developed or designated to satisfy the development requirements. The Special Restrictions will be recorded on the property. Appropriate restriction templates can be obtained from the Jackson/Teton County Affordable Housing Department or at this link:
www.tetonwyo.org/1856/Deed-Restriction-Templates .

☐ I have attached a draft of the Standard Restrictions for each unit.

Livability Standards (LDR 6.3.4.D and E) (Rules and Regs Section 2-3). Restricted housing must comply with the Livability Standards in the Jackson/Teton County Housing Department Rules and Regulations. The Livability Standards include amount of cabinetry/counter space, storage, closets, room sizes, appliances, laundry facilities, bathrooms, etc. The Rules and Regulations can be found at this link:
www.tetonwyo.org/1332/Housing-Rules-and-Regulations .

☐ I have reviewed the Livability Standards and understand the requirements. I have/will contact the Housing Department for approval of my units early in the design process to get their approval prior to submitting for building permit.

Method for Providing Required Housing (LDR 6.3.5):

One or a combination of the below methods may be proposed to satisfy your housing requirement. They are listed in the order of preference/priority. Highest priority must be used unless it is demonstrated that a higher priority is impracticable (LDR 6.3.5.C)

1. Construction of new units either on-site or off-site (LDR 6.3.5.D.1).
2. Conveyance of land for affordable/workforce housing (LDR 6.3.5.D.2).
3. Utilization of a banked affordable or workforce housing unit (LDR 6.3.5.D.3).
4. Restriction of an existing residential units as an affordable/workforce housing unit (LDR 6.3.5.D.4).
5. Payment of an in-lieu fee (LDR 6.3.5.D.5).

☐ I have attached a detailed explanation of my proposed method of providing Required Housing.

Phasing Plan (LDR 6.3.5.A.3). Restricted Housing Units shall be ready for occupancy no later than the free market portion of the development is occupied. If the free market portion is to be developed in phases, then the Restricted Housing Units shall be developed prior to or in proportion to the free market portion.

☐ I have attached a detailed description of my phasing plan as it pertains to Affordable/Workforce units.

Housing Mitigation Plan

updated 1/8/21

Development of a new house, hotel, or commercial space generates the need for employees. The construction workforce builds the space, the commercial workforce or residential service workforce works in the space, and first responders are needed to protect the space. Only about 27% of the employees generated by development can afford housing in the community, but the community's "community first" character goal is that 65% of employees live locally. To bridge this affordability gap, each development is required to include affordable workforce housing proportional to the employees it generates. These housing mitigation requirements are established in Division 6.3 of the Land Development Regulations. This worksheet is intended to assist in meeting the requirements for a project. However, an error in the worksheet does not amend the actual standard; if you find an error please notify the Planning Department. Fill in the highlighted cells, all the other cells will autopopulate.

Calculating the Requirement (Sec. 6.3.2 & 6.3.3)

Step 1: Location

Town of Jackson

The applicable regulations vary by jurisdiction please identify the location of your project using the above dropdown options.

The required housing is based on the existing and proposed use of the site. Step 2 is to enter the existing use and Step 3 is to enter the proposed use. Section 6.3.2 of the LDRs establishes the applicability of the affordable workforce housing standards and Section 6.3.3 establishes the specifics on calculation of the requirement. Enter each use in its own row, add rows if needed. If a building has multiple units with the same use, describe each unit in its own row. (For example: if a duplex is composed of a 2,300 sf attached unit and a 1,700 sf attached unit, put each unit in its own row do not put in 4,000 sf of attached single-family.) If a unit type (e.g. apartment floor plan, or commercial tennant space) is replicated exactly multiple times, you may use the "Use Quantity" column to avoid adding multiple rows.

Step 2: Existing Development

Housing is only required for new development. Please describe the existing use of the site so that it can be credited from the housing requirement. The definition of existing use is Section 6.3.2.A.1 of the LDRs. Generally, the existing use to enter is the use with the highest housing requirement that either existed in 1995, or has been permitted since 1995. Please attach proof of existence.

Existing Use (Sec. 6.3.2.A)	Housing Requirement (Sec. 6.3.3.A)	Use Size: bedrooms	Use Size: habitable sf	Use Quantity	Housing Required
Conventional Lodging	0.102*bedrooms	1	0	49	5.005
Conventional Lodging	0.102*bedrooms	1	0	8	0.817
Retail	0.000216*sf		3113	1	0.672
Retail	0.000216*sf		7584	1	1.636
Retail	0.000216*sf		2325	1	0.502
Restaurant/Bar	0.000599*sf		3000	1	1.796
Assembly	Independent Calculation		3000	1	
Apartment (Unrestricted)	$0.000017*sf + (Exp(-14.17 + 1.59*Ln(sf)))/2.176$	2	820	1	0.000
Apartment (Unrestricted)	$0.000017*sf + (Exp(-14.17 + 1.59*Ln(sf)))/2.176$	1	518	1	0.000
Apartment (Unrestricted)	$0.000017*sf + (Exp(-14.17 + 1.59*Ln(sf)))/2.176$	2	752	1	0.000
Existing Workforce Housing Credit					10.428

Ranch Inn
Ranch Square Building
Under the Willow Building Per TC GIS, including basement
Ranch Square Building Per TC GIS, including basement
Grace Spa including basement
Thai Me Up including basement
Conference Center per ZCV
Deed Restricted Unit per ZCV. Per Planning Dept unit shall not carry any credit
Apartment Per ZCV
Apartment Per ZCV

Step 3: Proposed Development

Please describe the proposed use of the site to determine if affordable workforce housing is required as part of the development. Describe the end result of the proposed development. (For example: in the case of an addition do not enter the square footage of the addition, enter the size of the unit upon completion of the addition.)

Proposed Use	Housing Requirement (Sec. 6.3.3.A)	Use Size: bedrooms	Use Size: habitable sf	Use Quantity	Housing Required
Retail	0.000216*sf		1357	1	0.293
Retail	0.000216*sf		2921	1	0.630
Retail	0.000216*sf		2943	1	0.635
Retail	0.000216*sf		488	1	0.105
Retail	0.000216*sf		1440	1	0.311
Retail	0.000216*sf		516	1	0.111
Assembly			1288	1	
Short-Term Rental Unit	0.102*bedrooms	2	2169	1	0.204
Short-Term Rental Unit	0.102*bedrooms	3	3245	1	0.306
Short-Term Rental Unit	0.102*bedrooms	3	3275	1	0.306
Short-Term Rental Unit	0.102*bedrooms	2	2014	1	0.204
Short-Term Rental Unit	0.102*bedrooms	2	2137	1	0.204
Short-Term Rental Unit	0.102*bedrooms	3	3689	1	0.306
Short-Term Rental Unit	0.102*bedrooms	2	1886	1	0.204
Short-Term Rental Unit	0.102*bedrooms	2	2069	1	0.204
Short-Term Rental Unit	0.102*bedrooms	3	3126	1	0.306
Short-Term Rental Unit	0.102*bedrooms	2	2211	1	0.204
Short-Term Rental Unit	0.102*bedrooms	3	2645	1	0.306
Short-Term Rental Unit	0.102*bedrooms	3	3056	1	0.306
Short-Term Rental Unit	0.102*bedrooms	3	3071	1	0.306
Short-Term Rental Unit	0.102*bedrooms	3	3042	1	0.306
Short-Term Rental Unit	0.102*bedrooms	3	2562	1	0.306
Short-Term Rental Unit	0.102*bedrooms	2	2773	1	0.204
Short-Term Rental Unit	0.102*bedrooms	3	3885	1	0.306
Circulation or Nonhabitable Space	exempt		6572	1	0.000
Affordable Workforce Housing Required:					6.579
Fee-in-Lieu Amount:					\$ 1,981.68

If the amount of required affordable workforce housing is less than one unit, you may pay the above fee in-lieu of providing the required housing. If you elect to pay the fee, your Housing Mitigation Plan is complete. If the requirement is greater than one unit, or you would like to provide a unit to meet the requirement, please proceed to the [Unit Type Sheet](#).

PARKING CALCULATIONS

PARKING CALCULATIONS

Commercial Use	Square Footage	Parking Required	Number of Spaces	Notes
Retail A	1357	2.25 spaces per 1,000 sf	3.05325	
Retail B	2921	2.25 spaces per 1,000 sf	6.57225	
Retail C	2943	2.25 spaces per 1,000 sf	6.62175	
Retail D	488	2.25 spaces per 1,000 sf	1.098	
Retail E	1440	2.25 spaces per 1,000 sf	3.24	
Retail F	516	2.25 spaces per 1,000 sf	1.161	
TOTAL	9665		21.74625	

Residential Use	Square Footage	Parking Required	Number of Spaces	Notes
Unit A	2169	1.5 Per DU	1.5	*Short term rental not eligible to share parking with other uses
Unit B	3245	1.5 Per DU	1.5	
Unit C	3275	1.5 Per DU	1.5	
Unit D	2014	1.5 Per DU	1.5	
Unit E	2137	1.5 Per DU	1.5	
Unit F	3689	1.5 Per DU	1.5	
Unit G	1886	1.5 Per DU	1.5	
Unit H	2069	1.5 Per DU	1.5	
Unit I	3126	1.5 Per DU	1.5	
Unit J	2211	1.5 Per DU	1.5	
Unit K	2645	1.5 Per DU	1.5	
Unit L	3056	1.5 Per DU	1.5	
Unit M	3071	1.5 Per DU	1.5	
Unit N	3042	1.5 Per DU	1.5	
Unit O	2562	1.5 Per DU	1.5	
Unit P	2773	1.5 Per DU	1.5	
Duplex A	3885	1.5 Per DU	1.5	
TOTAL	46855		25.5	

Parking Type	Quantity	Notes
Total Parking Spaces Required (From Above By Use)	47.24625	26 spaces associated with short term rental cannot be offset with parking credits
On-Street Availability	14	22' linear feet per space
Parking Credit	TBD	
Required On-Site Parking	33.24625	34 Spaces Required

LDR COMPLIANCE

LDR COMPLIANCE

PROJECT INFORMATION

N 1/2 LOT 14-16, BLK. 1, CACHE-1
 50 S Cache Street
 Jackson, WY 83001
 PIDN: 22-41-16-34-2-05-006
 Lot Size: 0.344 Acres (13,557 sf)

LOT 12-13, S 1/2 LOTS 14-16 BLK. 1, CACHE-1
 45 East Pearl Avenue
 Jackson, WY 83001
 PIDN: 22-41-16-34-2-05-007
 Lot Size: 0.602 Acres (26,238 sf)

LOT 10-11, BLK. 1, CACHE-1
 75 East Pearl Avenue
 Jackson, WY 83001
 PIDN: 22-41-16-34-2-05-008
 Lot Size: 0.344 Acres (14,989 sf)

2.2.15. DC-2: Downtown Core -2

Town of Jackson Applicable LDRs

1. Lot Standards				
Building Setbacks (Sec 9.4.8.)				
General	Source	Notes	Proposed	Complies
Primary street setback range (min.-max)	ToJ LDR Section 2.2.15.B.1	0' – 5'	0' – 5'	Yes
Secondary street setback range (min.-max)	ToJ LDR Section 2.2.15.B.1	0' – 5'	0' – 5'	Yes
Side interior (min.)	ToJ LDR Section 2.2.15.B.1	0' or 5'	0'	Yes
Rear (min.)	ToJ LDR Section 2.2.15.B.1	0' or 5'	0'	Yes
Abutting protected zone	ToJ LDR Section 2.2.15.B.1	10'		n/a
Landscaping (Div. 5.5.)				
Landscape surface ratio (min.)	ToJ LDR Section 2.2.15.B.1	n/a		Yes
Plan units (min.)	ToJ LDR Section 2.2.15.B.1	n/a		Yes
Fencing				
Height in any street or side yard (max)	ToJ LDR Section 2.2.15.B.1	4'		n/a

Height in rear yard (max)	ToJ LDR Section 2.2.15.B.1	6'		n/a
Setback from pedestrian frontage	ToJ LDR Section 2.2.15.B.1	1'		n/a
Setback from side or rear lot line (min.)	ToJ LDR Section 2.2.15.B.1	0'	0'	Yes
Parking Setbacks (Sec. 9.4.8.)				
Primary street, above ground (min.)	ToJ LDR Section 2.2.15.B.1	30'		n/a
Secondary street, surface parking (min.)	ToJ LDR Section 2.2.15.B.1	30'		n/a
Secondary street, tuck under, enclosed, or structured parking screened by building (min.)	ToJ LDR Section 2.2.15.B.1	0'	40'	Yes
Access				
Curb cut width (mx)	ToJ LDR Section 2.2.15.B.1	24'	24'	Yes
2. Bulk Standards				
Street Façade (Sec. 9.4.11.)				
Width of ground and 2 nd story in primary street setback range	ToJ LDR Section 2.2.15.B.2			
% of lot width (min.)	ToJ LDR Section 2.2.15.B.2	80%		Yes
Length from street corner (min.)	ToJ LDR Section 2.2.15.B.2	30'		Yes
Width of ground and 2 nd story in secondary street setback range	ToJ LDR Section 2.2.15.B.2			
% of lot width (min.)	ToJ LDR Section 2.2.15.B.2	80%		Yes
Length from street corner (min.)	ToJ LDR Section 2.2.15.B.2	30'		Yes
Building Height (Sec. 9.4.9.)				
Height (max) if roof pitch $\geq 5/12$	ToJ LDR Section 2.2.15.B.2	46'		n/a

Height (max) if roof pitch <5/12	ToJ LDR Section 2.2.15.B.2	42'	42'	Yes
Stories (max)	ToJ LDR Section 2.2.15.B.2	3	3	Yes
Height (min.) in any street setback range	ToJ LDR Section 2.2.15.B.2	16'	16'	Yes
Building Stepback (Sec. 9.4.12.)				
Stepback for any 3 rd story street façade or street façade over 30' (min.)	ToJ LDR Section 2.2.15.B.2	20'	20'	Yes
Encroachment in stepback (max % of overall façade width)	ToJ LDR Section 2.2.15.B.2	40%	40%	Yes
A building with only residential use that has at least 4 units is exempt from stepback requirement	ToJ LDR Section 2.2.15.B.2			n/a
Scale of Development				
Floor area ratio (FAR) (max) (E.3.)	ToJ LDR Section 2.2.15.B.2	1.3	GSA (1.29 Acres) 54,784 * 1.3 = 71,219.2 sf	Yes
Deed restricted housing exemption (Sec. 7.8.3.)	ToJ LDR Section 2.2.15.B.2			n/a
Workforce housing floor area bonus (Sec. 7.8.4.)	ToJ LDR Section 2.2.15.B.2			n/a
3. Form Standards				
Pedestrian Frontage				
Covered walkway	ToJ LDR Section 2.2.15.B.3	See Sec 2.2.1.C.1	Cache Street	Yes
Trees in grates	ToJ LDR Section 2.2.15.B.3	See sec. 2.2.1.C.2	Pearl Ave.	Yes
Building Frontage Options				
Shopfront	ToJ LDR Section 2.2.15.B.3	See sec. 2.2.1.D.2	Shopfront	Yes
Residential	ToJ LDR Section 2.2.15.B.3	See sec. 2.2.1.D.4.		n/a
Lodging	ToJ LDR Section 2.2.15.B.3	See sec. 2.2.1.D.5.		n/a

Parking Type Options				
On-street parking	ToJ LDR Section 2.2.15.B.3	See sec. 2.2.1.E.1	Yes	Yes
Surface parking	ToJ LDR Section 2.2.15.B.3	See sec. 2.2.1.E.2.		n/a
Tuck-under parking	ToJ LDR Section 2.2.15.B.3	See sec. 2.2.1.E.4		n/a
Enclosed parking	ToJ LDR Section 2.2.15.B.3	See sec. 2.2.1.E.3.		n/a
Structured parking	ToJ LDR Section 2.2.15.B.3	See sec. 2.2.1.E.5.	Yes	Yes
Underground parking	ToJ LDR Section 2.2.15.B.3	See sec. 2.2.1.E.6.		n/a
4. Environmental Standards				
Natural Resource Setback (min) (Sec 5.1.1.)				
Cache Creek south of Cache Creek Dr.	ToJ LDR Section 2.2.15.B.4	20'		n/a
Flat Creek north of Hansen	ToJ LDR Section 2.2.15.B.4	25'		n/a
Flat Creek south of Hansen	ToJ LDR Section 2.2.15.B.4	50'		n/a
Wetland	ToJ LDR Section 2.2.15.B.4	30'		n/a
Irrigation Ditch Setback (min) (Sec. 7.7.4.D.)				
Irrigation Ditch	ToJ LDR Section 2.2.15.B.4	15'		n/a
Natural Resource Overlay (NRO)(Sec. 5.2.1.)				
5. Scenic Standards				
Exterior Lighting (Sec 5.3.1.)				
Light trespass is prohibited	ToJ LDR Section 2.2.15.B.5			Yes
All lights over 600 lumen shall be fully shielded.	ToJ LDR Section 2.2.15.B.5			Yes
Max lumens per sf of site development	ToJ LDR Section 2.2.15.B.5	3	TBD	Yes
Lumens per site (max)	ToJ LDR Section 2.2.15.B.5			Yes
All fixtures		100,000		Yes

Unshielded fixtures		5,500		Yes
Light color	ToJ LDR Section 2.2.15.B.5	<3000 Kelvin		Yes
Scenic Resource Overlay (SRO)(Sec. 5.3.2.)				
6. Natural Hazards to Avoid				
Steep Slopes (Sec 5.4.1.)				
Development prohibited	ToJ LDR Section 2.2.15.B.6	Slopes>25%		n/a
Hillside CUP required	ToJ LDR Section 2.2.15.B.6	Parcel with average cross-slope > 10%		n/a
Areas of Unstable Soils (sec. 5.4.2.)				
Fault Area (sec. 5.4.3.)				
Floodplains (sec 5.4.4.)				
Wildland Urban Interface (sec. 5.4.5.)				
7. Signs (nonresidential) (Div. 5.6.)				
Number of signs (max)	ToJ LDR Section 2.2.15.B.7	3 per business year	TBD	TBD
Background color	ToJ LDR Section 2.2.15.B.7	No white or yellow	TBD	Yes
Sign Area				
Total sign area (max)	ToJ LDR Section 2.2.15.B.7	3 sf per linear ft of street façade width up to 150 sf	TBD	Yes
Penalty	ToJ LDR Section 2.2.15.B.7	10% per projecting and freestanding sign		
Sign Type Standards				
Canopy Sign	ToJ LDR Section 2.2.15.B.7			TBD
Clearance (min)	ToJ LDR Section 2.2.15.B.7	7'6" from average grade		
Setback (min)	ToJ LDR Section 2.2.15.B.7	18" from back of curb		
Freestanding sign	ToJ LDR Section 2.2.15.B.7			TBD
Height (max)	ToJ LDR Section 2.2.15.B.7	6'		

Setback (min)	ToJ LDR Section 2.2.15.B.7	5'		
Projecting sign	ToJ LDR Section 2.2.15.B.7			TBD
Height (max)	ToJ LDR Section 2.2.15.B.7	24' above grade		
Clearance (min)	ToJ LDR Section 2.2.15.B.7	7'6" from average grade		
Setback (min)	ToJ LDR Section 2.2.15.B.7	18" from back of curb		
Window Sign	ToJ LDR Section 2.2.15.B.7			
Window surface coverage (max)	ToJ LDR Section 2.2.15.B.7	25% up to 16 sf		
Temporary signs	ToJ LDR Section 2.2.15.B.7	(sec 5.6.1.)		
8. Grading, Erosion Control, Stormwater				
Grading (sec 5.7.2.)				
Erosion Control (sec 5.7.3.)				
Erosion shall be controlled at all times	ToJ LDR Section 2.2.15.B.8			Yes
Stormwater Management (sec.5.7.4.)				
No increase in peak flow rate or velocity across property lines	ToJ LDR Section 2.2.15.B.8			Yes

9. Physical Development Permits Required							
Physical Development	Sketch Plan (Sec. 8.3.1.)	Development Plan (Sec. 8.3.2.)	Building Permit (Sec. 8.3.3.)	DRC Review (Sec. 8.2.6.)	Sign Permit (Sec. 8.3.5.)	Grading Permit (Sec. 8.3.4.)	Floodplain Permit
>39,000 sf	X	X	X	X		Sec.5.7.2.	n/a
Sign					X		

1. Allowed Uses				2. Use Requirements	
Use	Permit	Individual Use (max)	Density (max)	Parking (min.) (Div. 6.2.) (E.1.)	Affordable Workforce Housing Units (min) (Div.6.3.)

Lodging					
Short-term rental Unit (6.1.5.c.)	B(LO)	n/a	n/a	1/DU if <2 bedrooms and <5090 sf; otherwise 1.5/DU	0.204*bedrooms
Commercial Uses					
Office (6.1.6.B.)	B	n/a	n/a	1.65/1,000 sf	0.000493*sf
Retail (6.1.6.C.)	B(LO)	12,500 sf excluding basement storage	n/a	2.25/1,000 sf	0.000431*sf
Service (6.1.6.D.)	B(LO)		n/a	1.5/1,000 sf	0.000431*sf
Restaurant/Bar (6.1.6.E.)	B(LO)		n/a	1/110 sf dining area + 1/60 sf bar area	0.001197*sf

FINDINGS FOR APPROVAL

FINDINGS FOR APPROVAL

1. "Consistent with the desired future character described for the site in the Jackson/Teton County Comprehensive Plan"

The proposed project is consistent with the desired future character for District 2: Town Commercial Core as it supports commercial use, employment opportunities, and lodging capacity. The site is located more specifically in subarea 2.3 Downtown, a subarea that is very important to downtown as demonstrated by the large number of detailed goal statements for this area in the Comprehensive Plan, including providing a vibrant pedestrian-oriented mixed use district with a variety of non-residential and residential uses. This proposal achieves these goals in exemplary manner in the following ways:

- A mixed-use development will be created with a variety of commercial uses on the ground level and residential units on the two upper floors.
- The upper floor residential units will be available for short-term rental, adding another potential use.
- The public realm along Pearl Avenue will be greatly enhanced with an active new building wall, a wider sidewalk and an attractive overhead canopy.
- A consistent size and building form will be created across seven existing town lots in an area that currently contains inconsistent building forms and sizes.
- This consistent building form will be accomplished with exemplary urban design principles that create a warm pedestrian scale along the sidewalk, contains numerous additive and subtractive building elements, includes a desirable range of building materials, and sets back the third building level.
- This urban design received unanimous approval from the Design Review Committee.

2. Is not subject to the finding of "Achieve the standards and objective of the Natural Resource Overlay (NRO) and Scenic Resources Overlay (SRO), if applicable."

The proposed development is not within either of the aforementioned zoning overlays.

3. "Does not have significant impact on public facilities and services, including transportation, potable water and wastewater facilities, parks, schools, police, fire and EMS facilities."

All Town departments reviewed this proposed development during the pre-application phase, and they will continue reviewing the plans as they become more detailed. Their comments on infrastructure and facilities will be incorporated throughout the planning process. Because this proposal redevelops seven currently developed lots, the existing public services, utilities and infrastructure are expected to support this proposal without needed expansions.

4. "Complies with all relevant standards of these LDRs and other Town Ordinances as can be determined by the level of detail of a Sketch Plan."

The proposed project complies with or exceeds LDR standards and Town Ordinances. No variances or administrative adjustments are being proposed at this time.

5. "Is in substantial conformance with all standards or conditions of any prior applicable permits or approvals."

The proposed project is in conformance and will remain in conformance with all TOJ departments having jurisdiction over the project. The submittal documents include responses to comments from the Pre-Application review.

RESPONSES TO THE
TOWN OF JACKSON
PLANNING DEPARTMENT
PRE-APPLICATION
CONFERENCE
(30 JUNE 2021)

RESPONSES TO THE TOWN OF JACKSON PLANNING DEPARTMENT PRE-APPLICATION CONFERENCE (30 JUNE 2021)

1. Massing: The general subtractive/additive massing looks very good. On the Cache frontage, staff recommends stepping the building down from 3 stories to 2 stories so that it transitions well with the property to the north (10 E Broadway) which is in the TS-1 zone allowing a max of 2 stories. If project extends all the way to Sweetwater block, staff strongly recommends that the building step down to 2 stories if possible here too.

Since the comment was made, the applicant has refined the building design, setbacks, and overall massing. The design contained within this sketch plan submittal was unanimously approved by the Design Review Committee ("DRC") on October 13, 2021. The proposed building design includes a setback at the third level across 100% of the Cache Street and Pearl Avenue frontages. The setbacks range from 3 feet to 20 feet which exceed the land development regulations requirements.

2. Single project massing: In addition to the subtractive/additive massing, the project will need to address its massing using horizontal and/or vertical techniques (see Sec. 1.16/1.22) to meet the Design Guidelines (both regular and DDO – see below). This is because the project is being proposed as a very large, unified project (approx. 350' of frontage on Pearl if carried to the Sweetwater property), which means that perhaps the key issue for this project will be finding creative ways to break up the massing into much smaller modules (see Sec. 1.13.a, b & c). For example, a monolithic building designed like the Marriott on Simpson Avenue will not be acceptable in this location in the DDO.

Since the comment was made, the applicant has refined the building design and overall massing. The design contained within this sketch plan submittal was unanimously approved by the Design Review Committee ("DRC") on October 13, 2021. Smaller modules and variability in the materiality of the exterior are included as part of the design strategy to address the design guidelines. The proposed building design includes projected and recessed modules of different materials which breaks the scale of the building into smaller sections. These modules have also been organized to provide a hierarchy and order between the retail and residential entrances.

3. Downtown Design Overlay ("DDO"): There are a number of elements of the DDO and Area 2 that will need to be incorporated into the design.

Since the comment was made, the applicant has refined the building design and has incorporated the Downtown Design Overlay/Area 2 standards. The submittal was unanimously approved by the DRC on October 13, 2021.

4. First story windows/transparency: The amount of glazing should be similar to traditional Jackson buildings (see Sec. 1.21). Concept drawings show street level floor to ceiling windows which is too much, might try a kick plate or some other techniques to reduce glazing. The second story windows also show more transparency than traditional structures.

Since the comment was made, the applicant has significantly reduced glazing at both street level and upper stories using a variety of techniques that more closely align with traditional structures. The proposed building design was unanimously approved by the DRC on October 13, 2021, and features kick plates below the street level storefront glazing, and a variety of punched window types on the second floor.

RESPONSES TO THE TOWN OF JACKSON PLANNING DEPARTMENT PRE-APPLICATION CONFERENCE (30 JUNE 2021)

5. Materials: The variable brick is very good per Sec. 1.23/1/24/1.27, however, using only one type of brick for a building this size may not meet all the DDO guidelines, especially the goals of breaking the building into modules. Perhaps consider the use of different colors/textures of bricks in clean logical manner.

Since the comment was made, the applicant has refined the building design to incorporate additional materials to the exterior facades that align with the DDO guidelines. The submittal was unanimously approved by the DRC on October 13, 2021. The proposed building design has eliminated brick as a building material and now features a material palette of stone and clay tile shingles at Levels 1-2, black cedar siding at Level 3, stained cedar plank exterior ceilings and canopies, black aluminum windows, and black metal and wood detailing at the canopy structures and cornices, respectively. These material changes are a direct response to the comments received and further support the project's compliance with the Design Guidelines.

6. Pedestrian frontage: The direction from staff is that the Cache Frontage should be covered boardwalk (with continuous canopy with no gaps) and the Pearl frontage should be Trees in Grates (concrete sidewalk with pavers and trees). This appears to be what is generally shown in concept drawings. Depending on the location of the curb in relation to the property lines, the required 13.5 pedestrian frontage may not fit entirely within the public ROW. Pedestrian frontages sometimes overlap onto private property, but the Town tries to limit unreasonable encroachments when necessary. In such cases, an Administrative Adjustment may be used but in no case will the pedestrian frontage be reduced below 11' in width and preferably not below 12". On some streets, the existing curb can be moved away from the property line to provide additional pedestrian width.

Final site plan, pedestrian frontages, and required public right of way improvements will be developed prior to submitting for the Development Plan. No unnecessary encroachment agreements are anticipated.

7. Should consider cutting building corner on first floor for entrance and additional pedestrian space. However, if curb extensions are included then cutting the corner may not be necessary.

Since the comment was made, the applicant has adjusted the plan so that corner "module" is recessed from the adjacent modules to help break down the scale of the facades and provide additional pedestrian space at the corner. This design was unanimously approved by the DRC on October 13, 2021.

8. Uses: Is the intent to have on 8,000 sf retail space on the Cache frontage? If so, would be nice to break this into at least two smaller spaces. More variety at ground level better activates the street. If project ends including the entire Pearl frontage, the goal would be to include a number of individual commercial spaces along the street and to avoid first level condos. Outdoor dining and public amenity space should be considered in overall program if possible.

Since the comment was made, the applicant has revised the ground level plans to provide a clear hierarchy between the residential lobby entrances and the retail entrances. This design was unanimously approved by the DRC on October 13, 2021. The intention of the proposed plan is to have multiple, individual, smaller commercial spaces.

RESPONSES TO THE TOWN OF JACKSON PLANNING DEPARTMENT
PRE-APPLICATION CONFERENCE
(30 JUNE 2021)

9. Sec. 1.7; 1.8; 1.9;1.12;1.13 (1.13.b & c smaller modules);

Since the comment was made, the applicant has significantly revised the building design to better address and comply with previous review comments and the Design Guidelines. This design was unanimously approved by the DRC on October 13, 2021.

10. The construction management plan will go before the Town Council. Considerations on staging should be considered as soon as possible to get ahead of potential issues.

The applicant will submit a construction management plan to the Town Council along with the Development Plan application.

11. Provide turning movements for the underground parking.

Underground parking is not being considered at this time.

12. Pathways will be recommending a bulb-out or curb extension at Cache and Pearl.

If required by Pathways, bulb-out or curb extensions will be implemented.

13. If the plan is to only develop the western 3 lots: The western 3 lots total 2,500 sf and allow a 1.3 FAR of 29,250 sf. The plans show an above-ground floor area of 51,144 sf which far exceeds the allowed FAR. Staff is assuming the use of the 2:1 bonus, but the housing calculator says otherwise and describes all unit's short-term rental. FAR can be transferred from the other 4 eastern lots, but the total FAR for all 7 lots is 68,250 sf. Essentially this would be a 17,106 sf transfer from the eastern 4 lots. Please explain how this will work with the existing Ranch Inn Hotel.

The proposed development will demolish all above ground structures. According to the Alta Survey provided by Nelson Engineering, the Gross Surface Area of the seven lots is 1.29 Acres (54,784 square feet). Using a 1.3 FAR ratio, the resulting available square footage permissible to build (assuming existing structures will be demolished) is 71,219.2 square feet.

14. Please describe the phasing plan, if any.

Phasing is not being proposed at this time.

15. The Fire Department may add, keep, or reduce the amount of re-curb along Pearl Ave as a result of the new Fire Station. This may impact the amount of on-street parking credits for this development. At this time the Fire Department has not yet indicated a change to the red curb but may do so as part of the Sketch Plan and/or Development Plan.

The applicant will be in close contact with Jackson Hole Fire/EMS and will coordinate the design of the proposed development with the needs of the fire station. The viability of on street parking will be finalized prior to submitting the Development Plan.

RESPONSES TO THE TOWN OF JACKSON PLANNING DEPARTMENT
PRE-APPLICATION CONFERENCE
(30 JUNE 2021)

16. Staff needs a detailed breakdown of how housing credits and parking credits will be applied to all ownership spaces, specifically the ground-level commercial. In the future if uses change, how will parking be designated since there appears to be a surplus of parking.

Housing and parking credits will be finalized prior to the submittal of the Development plan dependent upon the final use allocation of the ground-level commercial spaces.

17. Updates needed on the parking sheet and housing calculator:

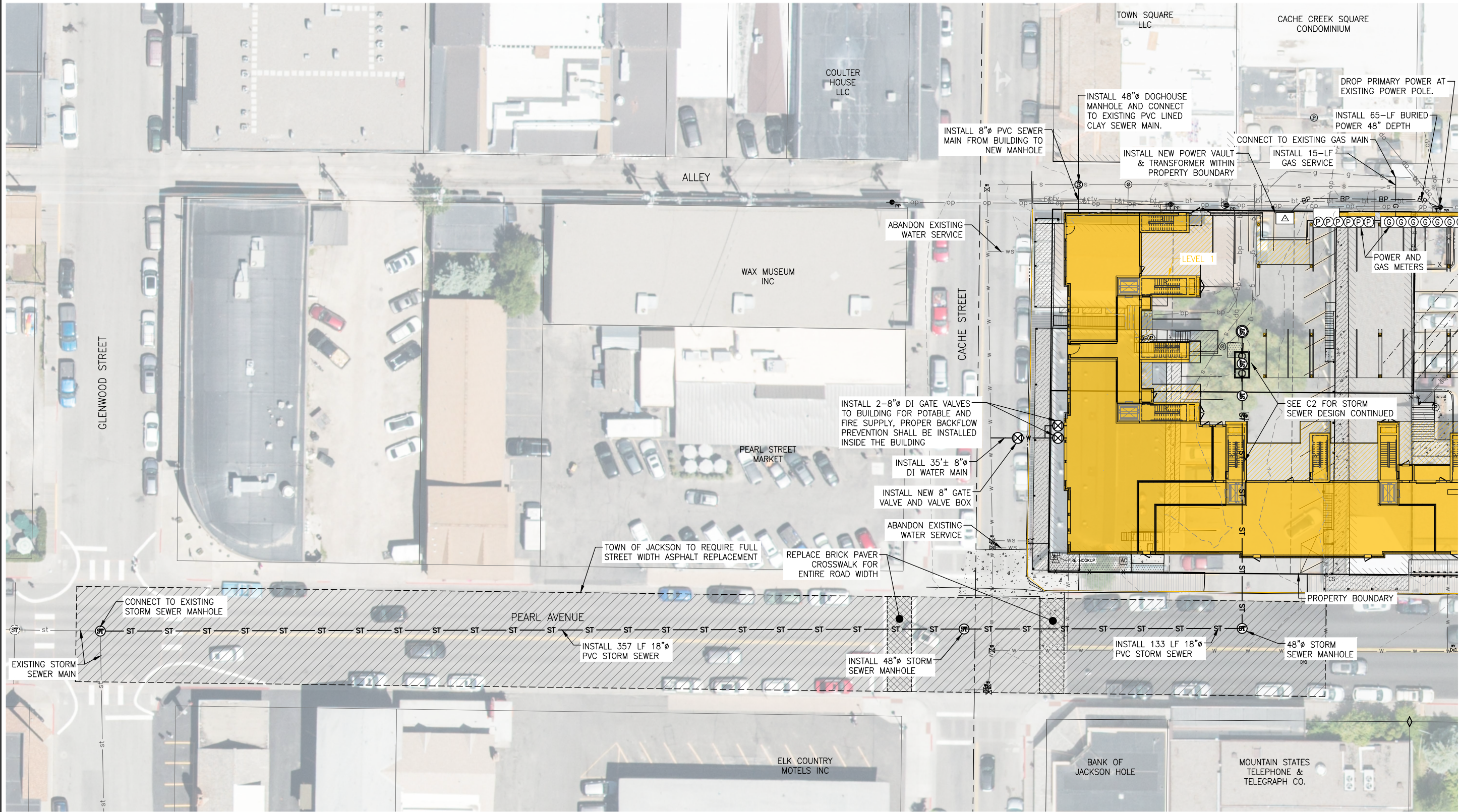
- **16 units are shown in the parking chart, yet the floor plans indicate 18 units. Please update the parking chart to reflect the correct amount of parking per unit.**

17 units are currently being proposed. The parking chart is updated to reflect this quantity.

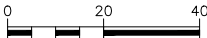
- **the housing calculator shows 3 units as conventional lodging, please confirm these are the efficiency units shown on the floor plans? Also, there are 2 other efficiency units shown on the floor plans, are these also conventional lodging?**

The housing calculator has been updated to reflect current and proposed uses.

S:\p\2021\076-03 Gorch Inn Hotel, Cache and Pearl - NWKS - Civil\4 Drawings\JASON\UTILITY_PLANNING\WEST UTILITY SITE PLAN.dwg 3 Nov 2021 03:30:55 pm PLUTED BY: olsen DWG FORMAT: 230



WEST UTILITY SITE PLAN
SCALE: 1" = 40' (11X17)

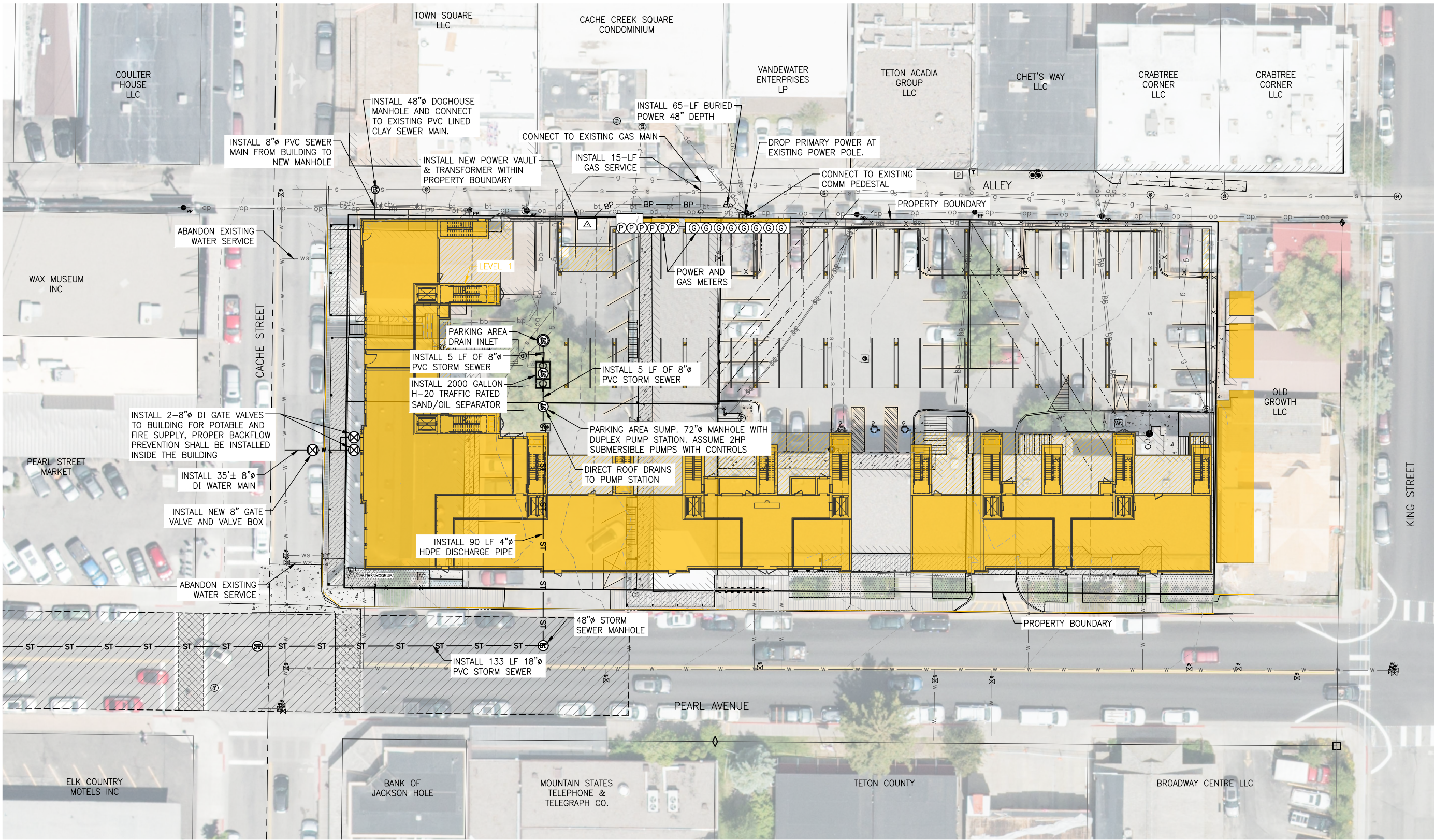


NOT FOR CONSTRUCTION

DRAWING NO	JOB TITLE	DRAWING TITLE	DATE					REV.
			3 NOV 2021	NE	BO	BO	MB	
C1	CACHE & PEARL PROJECT SCHEMATIC DESIGN JACKSON, WYOMING	WEST UTILITY SITE PLAN	SURVEYED	ENGINEERED	DRAWN	CHECKED	APPROVED	
21-076-03								

**NELSON
ENGINEERING**
P.O. BOX 1599, JACKSON WYOMING (307) 733-2087

S:\projects\2021-03\03-01\Drawings\Utility\Utility_Plan.dwg EAST UTILITY SITE PLAN - Nov 03 2021 03:30:02 pm PLOTTED BY: alson DWG FIRM: 230



EAST UTILITY SITE PLAN
SCALE: 1" = 40' (11X17)



NOT FOR CONSTRUCTION

DRAWING NO		JOB TITLE CACHE & PEARL PROJECT SCHEMATIC DESIGN JACKSON, WYOMING	DRAWING TITLE EAST UTILITY SITE PLAN	NELSON ENGINEERING P. O. BOX 1599, JACKSON WYOMING (307) 733-2087						DATE	SURVEYED	3 NOV 2021	REV.
JOB NO				C2	ENGINEERED	BO	DRAWN	BO	CHECKED	MB	APPROVED	MB	
21-076-03													

**NELSON
ENGINEERING**
P.O. BOX 1599, JACKSON WYOMING (307) 733-2087

STAFF REPORT



Meeting Date:	January 10, 2022	Meeting Title:	Special Town Council Meeting
Submitting Department:	Police Department	Presenter:	Chief Michelle Weber
Agenda Item:	Speed Limit Request on Rodeo Drive	Public Comment:	Yes

Purpose & Policy Considerations.

A discussion to consider a reduction in the speed limit from 25 mph to 20 mph in a specified residential area of Rodeo Drive.

Requested Action.

To determine if Council prefers to:

1. Leave the posted speed limit unchanged at 25 mph.
2. To proceed with directing staff to identify the fiscal resources involved with research, identify what staff resources are involved with the research, identify the process for changing the speed limit and identifying the fiscal and staff impacts of a changed speed limit.

Recommendations.

To direct staff to proceed with the research to identify the fiscal resources involved, staff resources involved, process for changing the speed limit and the fiscal and staff impacts the changed speed limit would have.

Background.

The Town Council received an email from Mr. Bill Ramsay on November 16, 2021, requesting that the Town Council consider changing the speed from the current 25mph to 20mph. Mr. Ramsay spoke under public comment on December 6, 2021, at the Regular Town Council Meeting, asking for the same consideration. Mr. Ramsay stated he believes that vehicles regularly speed through the Rodeo Drive neighborhood.

Analysis.

There are a few options for how staff could approach a speed limit analysis, as described in Possible Alternatives below.

Possible Alternatives.

Council could consider directing staff to conduct one or more of the following reviews:

- A. Perform an informal assessment of traffic flow patterns, speeds, and overall safety of motor vehicle traffic in the immediate area of the Rodeo Drive request. The study is done through the use of the radar/lidar trailer which has been stored for the winter. The trailer runs off of a battery and when used in the cold weather, will not last for the duration needed for a study to be completed. Staff recommends performing this study in the spring/early summer when warm weather permits. The study is conducted over a two-week period, after which time Police and Public Works would meet to discuss the findings and present them to Council.
- B. Other

Comprehensive Plan & Priority Alignment.

Alternatives C and D indirectly support the following policies under **Growth Management: Common Value 2**, as the speed limit assessments would include consideration for Character Districts and subareas as part of the basis of determinations for each area and/or public right-of-way corridor:

Policy 3.3.c: Develop neighborhood plans

Policy 4.1.a: Promote a complete Town of Jackson

Policy 4.3.a: Preserve and enhance Stable Subareas

Fiscal Impact.

None at this time.

Staff Impact.

Work on this initiative includes time primarily from the Jackson Police Department with some additional time from Public Works and Legal Departments. Depending on Council's direction, staff impacts associated with each alternative are as follows:

The staff impact of researching and preparing this information for the Rodeo Drive neighborhood would be approximately 50 hours.

Attachments or Links.

N/A

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

I move to direct staff to evaluate reducing the speed limit at Rodeo Drive to 20 mph.

ORDINANCE B

AN ORDINANCE AMENDING AND REENACTING SECTION 1 OF THE TOWN OF JACKSON ORDINANCE NOS. 131, 161, 176 (PART) 181, 251, 316, 377 (PART), 429 (PART) 596, 610, 636, 637, 641, 651, 653, 661, 663, 681, 683, 696, 749, 878, 882, 883, 897, 919, 1032, 1033, 1041 THROUGH 1048, 1055, 1080, 1081, 1103, 1114, 1138, 1193 AND 1194; SECTION 2 OF TOWN OF JACKSON ORDINANCE NOS. 214, 444, 880, 881, 896, AND 1052; SECTION 3 OF TOWN OF JACKSON ORDINANCE NOS. 131, 161, 880 AND 896; SECTION 4 OF TOWN OF JACKSON ORDINANCE NOS. 92, 131, 161, AND 880; SECTION 5 OF TOWN OF JACKSON ORDINANCE NOS. 110 AND 880; SECTION 6 OF TOWN OF JACKSON ORDINANCE NOS. 131, 161 AND 880; SECTION 7 OF TOWN OF JACKSON ORDINANCE NOS. 131, 161 (PART) AND 880; SECTIONS 8, 11, 12 AND 14 OF TOWN OF JACKSON ORDINANCE NOS. 131 AND 880; SECTION 9 OF TOWN OF JACKSON ORDINANCE NOS. 131, 880 AND 881; SECTION 10 OF TOWN OF JACKSON ORDINANCE NO. 880; SECTIONS 13, 18 THROUGH 21, 23 THROUGH 26, 30, 31, 34, 37, 38 AND 42 OF TOWN OF JACKSON ORDINANCE NO. 131; SECTION 15 OF TOWN OF JACKSON ORDINANCE NOS. 131 AND 289; SECTION 16 OF TOWN OF JACKSON ORDINANCE NOS. 92, 110 AND 131; AND SECTIONS 10.04.010 THROUGH 10.04.450, 10.08.050, 10.08.090, 10.08.160, 10.12.040, 10.12.160, 10.13.010, 10.13.020, 10.13.130, 10.13.150, 10.14.010 THROUGH 10.14.080, 10.16.010, 10.16.020, 10.16.030, 10.17.010, 10.17.020, AND 10.17.030 OF THE TOWN OF JACKSON MUNICIPAL CODE; AND PROVIDING FOR AN EFFECTIVE DATE.

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

SECTION I.

Section 1 of the Town of Jackson Ordinance Nos. 131, 161, 176 (part) 251, 316, 596, 610, 636, 637, 641, 651, 653, 661, 663, 681, 683, 749, 878, 897, 919, 1032, 1033, 1041 through 1048, 1052, 1055, 1080, 1081, 1103, 1114, 1138 and 1194; Section 2 of the Town of Jackson Ordinance Nos. 131, 214, 444, 880 and 1052; Sections 3, 4 and 6 of the Town of Jackson Ordinance Nos. 131, 161 and 880; Sections 5 and 10 of the Town of Jackson Ordinance No. 880; Section 7 of the Town of Jackson Ordinance Nos. 131, 161 (part) and 880; Sections 8, 9, 11, 12 and 14 of the Town of Jackson Ordinance Nos. 131 and 880; Sections 13, 15, 16, 18 through 21, 23 through 26, 30, 31, 34, 37, 38 and 72 of the Town of Jackson Ordinance No. 131; and Sections 10.04.010 through 10.04.450 of the Town of Jackson Municipal Code are hereby amended and reenacted to read as follows:

10.04.010 Uniform Act-- Adoption; Implied Consent to Chemical Testing.

- A. Wyoming Statute §31-5-101 through and including §31-5-1402, the same being the Uniform Act Regulating Traffic on Highways; §31-6-101 through and including §31-6-108, the same being the Implied Consent and Chemical Testing act; §31-4-101 through and including §31-4-104, the same being General Offenses and Penalties; and §31-7-134, the same being Driver's Licenses, as such sections may be amended from time to time, excluding such sections of as are specifically deleted therefrom by Section 10.04.020, are adopted by reference and incorporated herein as a part of this chapter in full as if completely set forth herein..

(Ord. §_____; Ord. 1032 § 1, 2013; Ord. 880 § 2, 2008; Ord. 749 § 1, 2004; Ord. 610 § 1, 1998; Ord. 596 § 1, 1998; Ord. 161 § 1, 1973; Ord. 131 § 1, 1970.)

10.04.020 Uniform Act--Excluded sections.

The following sections of the Uniform Act Regulating Traffic on Highways, and all amendments thereto, are specifically deleted and excepted therefrom before adoption by the Council, as provided in Section 10.04.010:

- A. §31-5-112 through and including §31-5-114;

- B. §31-5-213;
- C. §31-5-227;
- D. §§31-5-501(a) and 31-5-502;
- E. §§31-5-510 and 31-5-511;
- F. §§31-5-937 and 31-5-939;
- G. §31-5-957;
- H. §31-5-1205 paragraphs (b) and (c);
- I. §31-5-1212 paragraph (b);
- J. §31-5-1214

(Ord. §_____; Ord. 1032 § 1, 2013; Ord. 610 § 1, 1998; Ord. 161 § 3, 1973; Ord. 131 § 2, 1970.)

10.04.030 Uniform Act--References—Municipal Judge. Repealed

(Ord. §_____; Ord. 880 § 3, 2008; Ord. 610 § 1, 1998; Ord. 161 § 3, 1973; Ord. 131 § 3, 1970.)

10.04.060 Speed or acceleration contest or exhibition of speed. Repealed

(Ord. §_____; Ord. 878 § 1, 2008; Ord. 610 § 1, 1998; Ord. 131 § 6, 1970.)

10.04.070 Speed limits generally.

A. No person shall drive a vehicle on a highway, street, or alley at a greater speed than is reasonable and prudent under the existing conditions and having due regard for the actual and potential hazards then existing.

B. Except when a special hazard exists that requires lower speed for compliance with subsection A, the limits specified in this subsection shall be the maximum lawful speed for Town highways, streets, and alleys, and no person shall drive a vehicle on a highway, street, or alley at a speed in excess of such maximum limits:

1. The prima facie speed limit shall be as indicated and posted on appropriate signs.

C. Except when a special hazard exists that requires lower speed for compliance with subsection A, or in those instances set forth in subsection B, the speed limit on all streets and at all places within the Town shall be twenty-five miles per hour.

(Ord. §_____; Ord. 1041 § 1, 2013; Ord. 919 § 1, 2009; Ord. 610 § 1, 1998; Ord. 161 § 4, 1973; Ord. 131 § 7, 1970.)

10.04.080 Presumption of safe and reasonable speed. (Repealed)

(Ord. §_____; Ord. 610 § 1, 1998; Ord. 131 § 8, 1970.)

10.04.090 One-way streets and alleys.

A. Upon those streets and parts of streets and in those alleys designated by appropriate signage, pavement markings, or curb markings, a vehicle shall be driven only in the direction designated.

B. When appropriate signage, pavement markings, or curb markings so authorize angle parking it shall be permitted upon the entirety or specific parts of one-way streets in accordance with section 10.04.140.

(Ord. §_____; Ord. 610 § 1, 1998; Ord. 131 § 9, 1970.)

10.04.100 Obedience to traffic-control devices.

A. The driver of any vehicle must obey the instructions of any official traffic-control device, including signs, placed in accordance with the provisions of this chapter and Wyo. Stat. §§ 31-5-402 through 405 unless otherwise directed by a traffic or police officer, subject to the exceptions granted the driver of an authorized emergency vehicle.

B. Stop and yield intersections are those so designated by resolution, which resolution is on file with the Town Clerk.

(Ord. §_____; Res. 05-27, 2005; Res. 04-26, 2004; Res. 04-25, 2004; Ord. 610 § 1, 1998; Ord. 131 § 11,

1970.)

10.04.110 Yield intersections. Repealed

(Ord. § _____; Ord. 610 § 1, 1998; Ord. 131 § 12, 1970.)

10.04.120 Cutting through corners. Repealed

(Ord. § _____; Ord. 880 § 4, 2008; Ord. 610 § 1, 1998; Ord. 131 § 13, 1970.)

10.04.130 Parking parallel to curb.

- A. No person shall stand or park a vehicle on a street other than parallel with the edge of the roadway, with the front of the vehicle facing in the direction of lawful traffic movement, and with the right-hand wheels of the vehicle within eighteen inches of the curb or edge of the roadway, except as otherwise provided in this chapter.

(Ord. § _____; Ord. 610 § 1, 1998; Ord. 131 § 14, 1970.)

10.04.140 Angle parking--Restrictions.

- A. Angle parking shall be permitted upon the streets or parts of the streets as designated by appropriate signage, pavement markings, or curb markings erected or placed by the Town.
- B. No vehicle shall be angle parked in any area designated for angle parking which is of such length that said vehicle blocks or impairs the use of a traffic lane.
- C. In no case, shall any angle parked vehicle extend from the curb or edge of the roadway a greater distance than one-third of the width of the roadway.
- D. No person shall back a vehicle into any area designated for angle parking, nor park, stop, or stand a vehicle perpendicular to any designated angle parking space.

(Ord. § _____; Ord. 1042 § 1, 2013; Ord. 653 § 1, 2000; Ord. 610 § 1, 1998; Ord. 131 § 15, 1970.)

10.04.150 Parking on one-way streets. Repealed

(Ord. § _____; Ord. 610 § 1, 1998; Ord. 131 § 16, 1970.)

10.04.160 Additional prohibitions as to stopping or parking.

In addition to those areas designated in the Uniform Act Regulating Traffic on Highways adopted hereby, no person shall stop, stand, or park a vehicle, except when necessary to avoid conflict with other traffic or in compliance with law or the directions of a police officer or traffic control device, in any of the following places or for any of the following purposes:

- A. Within an intersection;
- B. Within ten feet of a fire hydrant;
- C. On a sidewalk;
- D. In front of a public or private driveway;
- E. In front of a public alley;
- F. On a crosswalk;
- G. Within twenty feet of a crosswalk at an intersection;
- H. Within five feet of any curb cut as measured from the concrete joint at the top of curb immediately before the curb cut begins and including, but not limited to, driveways, ADA ramps, and alleys;
- I. Within twenty feet of the driveway entrance to any fire station; and on the side of the street opposite the entrance when properly signposted;
- J. Alongside or opposite any street excavation or obstruction when stopping, standing, or parking would obstruct or be hazardous to traffic;
- K. On the roadway side of any vehicle stopped or parked at the edge or curb of a street;
- L. At any place where official signs or traffic marking prohibits stopping, standing, or parking;

- M. With the left-hand side of the vehicle to the curb or edge of street travel way except as otherwise permitted on one-way streets;
- N. At any place in any public park, playground, or cemetery other than on the roads or drives provided for such purposes;
- O. For the principal purpose of displaying such vehicle for sale;
- P. For the principal purpose of displaying advertising;
- Q. For the principal purpose of greasing or repairing such vehicle, except repairs necessitated by an emergency;
- R. For the principal purpose of the sale of foodstuff or other merchandise;
- S. On any private property without the express or implied consent of the owner or legal occupant of said property.

(Ord. § _____; Ord. 1043 § 1, 2013; Ord. 610 § 1, 1998; Ord. 131 § 18, 1970.)

10.04.170 Parking in alleys.

- A. No person shall park a vehicle within an alley except during the necessary and expeditious loading and unloading of merchandise or personal belongings, and in no instance, however temporary, shall a person stop, stand, or park a vehicle within an alley in such position so as to block a driveway entrance to any abutting property or impair the use of the alley traffic lane.

(Ord. § _____; Ord. 610 § 1, 1998; Ord. 131 § 19, 1970.)

10.04.180 Parking adjacent to schools. Repealed

(Ord. § _____; Ord. 880 § 5, 2008; Ord. 610 § 1, 1998; Ord. 131 § 20, 1970.)

10.04.190 Parking time limited on Town streets.

- A. No person shall park a vehicle or permit a vehicle to remain parked on the same block face of any street within the Town for longer than seventy-two consecutive hours.
- B. Public streets, lots, and parking facilities may be designated with time limitations and no person shall park a vehicle in any area or block face so designated by signage, pavement markings, or curb markings for longer than the designated time limit.
- C. "Block face" is defined as the side of the street where the vehicle was parked between two intersecting streets. An alley shall not be considered a street.
- D. The provisions of this Section 10.04.190 shall not apply to any authorized emergency vehicle as defined by Wyoming law when such vehicle is operated in the manner specified by law in response to an emergency call; nor shall it apply to any vehicle of a Town, county, or state department or agency while being necessarily used for and in conjunction with official Town, county, or state business; nor to any law enforcement vehicle while performing official duties.

(Ord. § _____; Ord. 1138 § 1, 2016; Ord. 1044 § 1, 2013; Res 04-27, 2004; Ord. 636 § 1, 1999; Ord. 610 § 1, 1998; Ord. 131 § 21, 1970.)

10.04.200 Parking spaces for persons with disabilities.

- A. No person shall park, load, unload, or stand in any parking space designated for persons with disabilities on public or private property unless:
 - 1. that person has disabilities or a person with disabilities is a passenger in the vehicle; and
 - 2. the vehicle has a Wyoming Department of Transportation "Disabled Parking Placard" license plate or such displayed on the dashboard or suspended from the rearview mirror inside the vehicle.
- B. No person shall park in, or block the areas immediately adjacent to, parking spaces for persons with disabilities required for ingress and egress of such vehicles that are so designated by appropriate signage, pavement markings, or curb markings.
- C. The Town is authorized to honor persons with disabilities placards issued by states other than Wyoming.

- D. At no time shall parking spaces for persons with disabilities on public or private property be used for the storage of snow, trash, shopping carts, construction materials, or be otherwise obstructed, except when an at least equal number of such parking spaces, that have the equivalent accessibility qualities, have been made available temporarily to substitute for the obstructed spaces.
 - E. The number, location, dimensions, and signing of parking spaces for persons with disabilities shall be in accordance with the current Americans with Disabilities Act standards for accessible design.
 - F. All parking spaces designated for persons with disabilities shall be marked with signage, pavement markings, or curb markings with the International Symbol of Access (ISA).
- (Ord. § _____; Ord. 1103 § 1, 2016; Ord. 880 § 6, 2008; Res. 04-28, 2004; Ord. 610 § 1, 1998; Ord. 316 § 1, 1984.)

10.04.201 Bus stops/zones.

- A. It is unlawful to stop, stand, or park a vehicle at any time, except in the case of an emergency or when directed to do so by a law enforcement officer, within a bus stop or zone so marked by any appropriate signage, pavement markings, or curb markings.
 - B. Properly licensed, publicly owned buses are exempt from the provisions hereof.
- (Ord. § _____)

10.04.202 Horse-drawn carriage or stagecoach zones.

- A. It is unlawful to stop, stand, or park a vehicle at any time, except in the case of an emergency or when directed to do so by a law enforcement officer, within a carriage or stagecoach stop or zone so marked by appropriate signage, pavement markings, or curb markings.
 - B. Town of Jackson authorized horse-drawn carriages, sleighs, and/or stagecoaches, may stop and park to load or unload passengers on streets or portions of streets where designated by appropriate signage, pavement markings, or curb markings.
- (Ord. § _____)

10.04.203 Fire Lanes.

- A. It is unlawful to stop, stand, or park a vehicle at any time, except in the case of an emergency or when directed to do so by a law enforcement officer, on streets or portions of streets designated as a fire lane by appropriate signage, pavement markings, or curb markings.
 - B. The provisions hereof do not apply to government-owned and volunteer-owned firefighter vehicles displaying one or more firefighter decals when such vehicle is used in responding to an emergency call or in the performance of official duties.
- (Ord. § _____)

10.04.204 Motorcoaches.

- A. It is unlawful for motorcoaches to stop, stand, or park at any time on any street or alley within the Town, except in the case of an emergency or when directed to do so by a law enforcement officer, in any place except in such locations where appropriate signage, pavement markings, or curb markings allow for motorcoach parking, or loading and unloading of passengers, the latter of which shall in no event exceed 10 minutes.
 - B. For purposes of this section, a motorcoach is defined as a bus meeting one or more of the following conditions: 1) a gross vehicle weight rating 26,000 pounds or greater; 2) sixteen or more designated seating positions (including the driver); 3) at least two rows of passenger seats, rearward of the driver's seating position, that are forward-facing or can convert to forward-facing without the use of tools. Motorcoach includes buses sold for intercity, tour, and commuter bus service, but does not include a bus being used for an approved school activity or a Southern Teton Area Rapid Transit bus.
- (Ord. § _____)

10.04.205 Designated on-street bicycle lanes and pathways.

- A. It shall be lawful to ride, operate, or use Electric Bicycles, as that term is defined in Section 10.13.010 of this Code, in the on-street bike lanes and pathways within the Town, as such are designated by appropriate signage, pavement markings, or curb markings.
- B. Except for the purpose of crossing to gain immediate access to an adjacent property, in the case of an emergency, or when directed to do so by a law enforcement officer, it is unlawful to stop, stand, park, or operate a motor vehicle, motorcycle, or other motorized vehicle in any designated on-street bicycle lane or pathway, as, such is designated by appropriate signage, pavement markings, or curb markings. These provisions shall not apply to governmental agencies, utility providers or other duly authorized persons engaged in maintenance of said bicycle lanes, pathways, and adjacent utilities, nor in cases of unavoidable necessity.

(Ord._§_____; Ord. 1194 § 1, 2018; Ord. 661 § 1, 2000.)

10.04.215 Interference with parking enforcement.

- A. No person shall interfere with officials, who in the performance of their duties, enforce parking regulations set forth in this Code nor interfere with official marks, video, digital imaging, or other tools or methods used in parking enforcement.
- B. "Interference" is defined as removing or attempting to conceal or defeat marks, video, digital imaging or other forms of time, place, and movement recording, or measurement placed for parking enforcement purposes.

(Ord._§_____)

10.04.220 No overnight parking zones.

- A. Except for the public parking structure located at the corner of West Simpson Avenue and South Milward Street, no person shall park a vehicle between the hours of 2 a.m. and 7 a.m. on any parking lot owned, operated, leased, or maintained by the Town, nor on the Teton County Library, and Jackson/Teton County Recreation Center parking lots, nor upon any street or alley designated as no overnight parking by appropriate signage, pavement markings, or curb markings.

(Ord._§_____; Ord. 1080 § 1, 2015; Ord. 897 § 1, 2008; Ord. 681 § 1, 2001; Ord. 641 § 1, 1999; Ord. 610 § 1, 1998; Ord. 214 § 2, 1977.)

10.04.225 Public Parking Structure at West Simpson Avenue and South Milward Street.

- A. No person shall park a vehicle in the public parking structure located at the corner of West Simpson Avenue and South Milward Street for longer than forty-eight consecutive hours, unless parked in spaces designated otherwise by appropriate signage, permits, pavement markings, or curb markings erected or placed by the Town. Upon having parked up to forty-eight consecutive hours, a vehicle must be vacated from the parking garage for a period of no less than three hours before the vehicle may be permitted to park within the parking garage again. (Ord. 1114 § 1, 2016; Ord. 1079 § 1, 2015; Ord. 1052 § 1, 2014.)
- B. No person shall park on or outside the marked lines of a designated parking space so as to obstruct the ability of another vehicle to park in the adjacent parking space.
- C. No commercial vehicle, freight carrying vehicle, or trailer shall be parked in the public parking structure. For the purposes of this chapter, a "commercial vehicle" means any self-propelled or towed vehicle capable of carrying 10 or more persons exclusive of the driver, whether a van, truck, bus, or otherwise; or any self-propelled or towed vehicle used to transport persons and property in the furtherance of any commercial or business purposes; or any self-propelled or towed vehicle used in commerce to transport passengers or cargo.

(Ord._§_____; Ord. 1114 § 1, 2016.)

10.04.230 Driver's license. (Repealed)

(Ord._§_____; Ord. 880 § 7, 2008; Ord. 651 § 1, 2000; Ord. 610 § 1, 1998; Ord. 131 § 23, 1970.)

10.04.240 Registration of vehicles. (Repealed)

(Ord. § _____; Ord. 880 § 8, 2008; Ord. 610 § 1, 1998; Ord. 131 § 24, 1970.)

10.04.245 Failure to maintain liability coverage. (Repealed)

(Ord. § _____; Ord. 880 § 9, 2008; Ord. 683 § 1, 1999).

10.04.250 Limitations on turning around. (Repealed)

(Ord. § _____; Ord. 610 § 1, 1998; Ord. 176 (part), 1975; Ord. 131 § 25, 1970.)

10.04.260 Right turns on red light. (Repealed)

(Ord. § _____; Ord. 610 § 1, 1998; Ord. 131 § 26, 1970.)

10.04.285 Vehicle Immobilization

- A. Definition. For the purposes of this chapter, the word "immobilize" or "immobilization" means and includes the use of any device which may be attached or affixed to a vehicle and when so attached or affixed shall render the vehicle immovable.
- B. Boot list. As frequently as practicable, the Town Manager, or their designee, shall prepare and update the "Boot List," consisting of vehicles that have three or more parking tickets for which the registered owner failed to timely pay the fine due, appear in court on the date assigned pursuant to a parking citation, or a combination of the two.
 - 1. Notice that a vehicle is subject to immobilization shall be served by the Town Manager, or their designee, by mail to the registered owner.
 - 2. A vehicle on the Boot List and whose registered owner has been so notified by the Town Manager, or their designee, pursuant to section B.1 above, is subject to immobilization by the Town Manager, or their designee, while that vehicle is located upon any public property.
 - 3. A person immobilizing the vehicle shall attach to the vehicle, at the time of immobilization, a notice advising the owner that:
 - i. The vehicle has been immobilized by the Town for three or more parking tickets for which the registered owner failed to pay the fines due, appear in court on the date assigned pursuant to a parking citation(s), or a combination of the two.
 - ii. Release from immobilization may be obtained by the issuance of a failure to appear citation to the person in control of the vehicle at the time of immobilization for all outstanding parking violations.
 - iii. Unless such failure to appear is issued within three business days of the immobilization, including the day the vehicle was immobilized, the vehicle may be impounded.
 - iv. It is unlawful for any person to remove or attempt to remove the immobilization device, to damage the immobilization device, or to move the vehicle with the immobilization device attached, unless authorized by the Town Manager, or their designee.
 - 4. The Town Manager, or their designee, shall remove a vehicle from the Boot List and authorize its release from immobilization within twenty-four hours of the issuance of the failure to appear citation.
 - 5. If a vehicle immobilized pursuant to this section is not released within three business days of the immobilization, including the day the vehicle was immobilized, the Town Manager, or their designee, may require the vehicle to be removed or cause it to be removed and towed in accordance with the towing and impoundment provisions of this Code.
- C. Boot fee. See JMC § 1.18.080, Administrative fees assessed in municipal court; Court costs assessed in municipal court.

- D. Authorized. When the Town Manager, or their designee, finds a vehicle parked in violation of the provisions of this Code, they may immobilize the vehicle or cause the same to be done if that vehicle appears on the Boot List.
- E. Alternate procedure. The provisions of this section are declared to provide an alternative manner for the enforcement of the provisions of this Code pertaining to parking violations and shall not preclude impoundment of the vehicle parked as otherwise authorized pursuant to this Code or any other method of enforcing the parking ordinances.
- F. Tampering with immobilization device. It is unlawful to tamper with, damage, corrupt, or impair an immobilization device placed on a vehicle.

(Ord. _____ § ____)

10.04.290 Towing and impounding vehicles.

- A. Vehicles within the Town may be towed by the Town, the county, or by a contractor or agent of the Town, for any one or more of the following reasons:
 - 1. The vehicle was found parked in any unauthorized place or in violation of this title or any other Town ordinance;
 - 2. The vehicle was immobilized pursuant to Section 10.04.285 and has not been released within three business days;
 - 3. The vehicle was in an accident, whether with another vehicle, a pedestrian, wildlife, or otherwise;
 - 4. The vehicle is a hazardous vehicle;
 - 5. The vehicle is a derelict motor vehicle;
 - 6. The vehicle is obstructing snow removal operations or causing an obstruction in a snow emergency;
 - 7. The vehicle is obstructing street cleaning operations;
 - 8. The vehicle is obstructing tree cutting operations;
 - 9. The vehicle is obstructing street or sewer maintenance operations;
 - 10. The vehicle is not operable due to the arrest of the owner or operator;
 - 11. The vehicle is lost or reported stolen;
 - 12. The vehicle is a nonmotorized obstruction vehicle (defined as a vehicle without motive power in operation designed for carrying persons or property and for being drawn by a motor vehicle and so constructed that no part of its weight rests upon the towing vehicle);
 - 13. The vehicle is on private property and is parked without consent of the property owner, proprietor, or agent of the property owner; provided: i) that signs posted on the property give notice that parking is prohibited, and ii) that the person requesting the tow signs a statement that they are the owner, proprietor, or agent of the property owner and that they have authority to request the towing of the vehicle;
 - 14. The vehicle is obstructing access to a fire hydrant.
- B. The owner of the vehicle shall pay all reasonable charges of towing and storage incurred, in addition to any penalties imposed for violation of this code or any other Town ordinance.
- C. When authorized by this code, members of the police department may remove a vehicle from a street, alley, or highway to a public or private garage or lot or other place of safety, or to a garage or lot designated by, contracted with, or maintained by the Town.
- D. Whenever an officer removes a vehicle from a street, alley, or highway as authorized in this section and the officer knows or is able to ascertain from the vehicle registration records the name and address of the owner, the officer shall immediately give, or cause to be given, notice to the owner the fact of removal, the reasons therefore, and the place to where the vehicle has been removed.
- E. Whenever an officer removes a vehicle from a street, alley, or highway under this section and does not know and is not able to ascertain the name of the owner, or for any other reason is unable to give the notice to the owner, and in the event the vehicle is not returned to the owner within a period of three days, then the officer shall immediately send or cause to be sent a written report of the removal by mail to the state department whose duty it is to register motor vehicles. The officer will file a copy of the notice

with the proprietor of any garage or lot in which the vehicle may be stored. Notice shall include a complete description of the vehicle, the date, time and place from which removed, reasons for removal, and the name of the garage or place where the vehicle is stored.

(Ord. § _____; Ord. 1052 § 2, 2014; Ord. 880 § 10, 2008).

10.04.295 Abandoned Vehicles.

- A. Except as otherwise specifically provided in this section, whenever an officer has reasonable grounds to believe that a vehicle has been abandoned, they may remove the vehicle, or cause it to be removed, at the expense of the owner to a place of impoundment designated by the county pursuant to and consistent with state statute.

(Ord. _____ § ____)

10.04.300 Parking During Winter Maintenance

- A. No person shall park a vehicle on any street within the Town during the hours of 3 a.m. and 7 a.m. between November 1st and April 15th.

(Ord. _____ § ____, 2021; Ord. 1045 § 1, 2013; Ord. 880 § 11, 2008; Ord. 610 § 1, 1998; Ord. 251 § 1, 1978; Ord. 131 § 30, 1970.)

10.04.310 Restricted vehicles--Truck route.

- A. All vehicles, combination of vehicles, or combinations of vehicle and load having a length of more than forty-five feet, or a width of more than eight and one-half feet with load, or height of more than fourteen feet with or without load, are restricted vehicles.

- B. All restricted vehicles and all trucks or similar vehicles of 24,000 pounds gross weight or more shall be driven only upon the following streets or parts of streets:

1. NORTH BOUND TRAFFIC: Broadway Avenue east to Milward Street, thence north along Milward Street to Mercill Avenue, thence east along Mercill Avenue to Cache Street, and thence north along Cache Street to the Town limits. (Ord. 1046 § 1, 2013.)
2. SOUTH BOUND TRAFFIC. Cache Street south to Mercill Avenue, thence west along Mercill Avenue to Milward Street, thence south along Milward Street to Broadway Avenue, and thence west along Broadway Avenue to the Town limits. (Ord. 1046 § 1, 2013.)

Such vehicles shall deviate only when necessary to traverse another street or streets for the purpose of loading, unloading, or servicing and then only by such deviation from the nearest truck route as is reasonable and practical; provided, that no such vehicle shall be loaded, unloaded, or serviced upon any street or part of a street if there is usable off-street loading, unloading, or servicing space available.

- C. Vehicles carrying explosives, corrosive, or flammable substances in excess of five gallons (other than fuels carried in permanently attached tanks and used exclusively for propulsion of the vehicle to which attached) shall be driven upon those streets or parts of streets described above, and none other, unless so authorized by the Town Manager, or their designee, or unless such vehicle is owned and operated by a person, firm, or corporation having a currently valid business license issued by the Town of Jackson.
- D. The provisions of this section shall not apply to passenger buses operating under the authority of the Public Service Commission of this state nor to authorized emergency vehicles.

(Ord. § _____; Ord. 880 § 12, 2008; Ord. 610 § 1, 1998; Ord. 444 § 2, 1992; Ord. 131 § 31, 1970.)

10.04.340 Careless Driving. (Repealed)

(Ord. § _____; Ord. 1048 § 1, 2013, Ord. 610 § 1, 1998; Ord. 161 § 6, 1973; Ord. 131 § 34, 1970).

10.04.345 Child safety restraint system required. (Repealed)

(Ord. § _____; Ord. 880 § 14, 2008; Ord. 637 § 1, 1999.)

10.04.355 Use of cellphone or wireless communication device while operating a vehicle prohibited; Affirmative defenses.

A. The following definitions shall apply to this section:

1. "Cellphone" is defined as a mobile communication device that uses wireless short wave, analog or digital radio transmissions between the device and the transmitter to permit wireless communications to and from the user of the device.
2. Cellphone includes a hand phone, cellular telephone, wireless phone, mobile phone, and satellite telephone.
3. Telephone is synonymous with phone.
4. "Electronic message" means a self-contained piece of digital communication that is designed or intended to be transmitted between physical devices. An electronic message includes, but is not limited to, a text-based communication, a command or request to access an internet site, or other data that uses a commonly recognized electronic communications protocol.
5. "Wireless communication device" means a cellular, analog, wireless or digital device, computer or telephone, capable of accessing, sending or receiving wireless electronic messages, conversation or other interchange of information, including, but not limited to, a wireless telephone service, a wireless internet service or a wireless text messaging service, but does not include voice radios, mobile radios, land mobile radios, commercial mobile radios or two-way radios with the capability to transmit and receive voice transmissions utilizing a "push to talk" or "press to transmit" function, or other voice radios used by a law enforcement officer, an emergency services provider, an employee or agent of public safety organizations, first responders, school bus operators, taxi cab drivers or mobile commercial enterprises.

B. No person shall operate a motor vehicle while using a cellphone or using a wireless communication device to view, send, or compose an electronic message while operating a motor vehicle. This prohibition of use includes, but is not limited to: talking, text messaging, taking photographs, or any other use which causes a driver's attention to be diverted.

C. It shall be an affirmative defense to prosecution of an offense under this section for:

1. Persons using a cellphone or wireless communication device designed for "hands free" operation, and the device is actually being used in a manner that allows the driver to talk into and listen to the telephone or wireless communication device without the use of hands, including a global positioning or navigation system that is affixed to the vehicle; or
2. Persons using a cellphone or wireless communication device in an emergency situation to call 911 or other similar emergency telephone number; or
3. Persons using a telephone or wireless communication device while maintaining their motor vehicle in a stationary, parked position, off the traveled roadway, and not in gear. This does not include periods during which a motor vehicle is stopped at an intersection or other location as the result of traffic or the placement of a traffic control device on a public street or highway; or
4. An operator of an authorized emergency vehicle using a cellphone wireless communication device while acting in an official capacity.

(Ord. § _____; Ord. 1055 § 1, 2014; Ord. 1047 § 1, 2013)

10.04.370 Regulations for traffic signals. (Repealed)

(Ord. § _____; Ord. 610 § 1, 1998; Ord. 131 § 37, 1970.)

10.04.375 Traffic-calming zones. (Repealed)

(Ord. § _____; Ord 663 § 1, 2000.)

10.04.380 Schedules--Amendment.

- A. All schedules referred to in this chapter shall be enacted by resolution and are a part of this chapter

that may be amended from time to time by the Town Council. Any amendments made by resolution of the Town Council shall become a part of this chapter as fully as though written herein.

(Ord. § _____; Ord. 610 § 1, 1998; Ord. 131 § 38, 1970.)

10.04.390 Schedules--Designated. Repealed.

(Ord. § _____; Ord. 1081 § 1, 2015; Res. 14-18, 2014; Ord. 1046 § 1, 2013; Ord. 610 § 1, 1998; Res. 11-03, 2011; Revised Res 10-20, 2010; Revised Res. 09-23, 2009; Revised Res. 09-19, 2009; Revised Res. 08-01, 2008; Res. 07-19, 2007; Res. 07-22, 2007)

10.04.392 Signage and Curb Markings.

A. The Town Manager, or their designee, at the direction of the Town Council, may place signs, pavement markings, and curb markings to indicate stopping, standing, and/or parking regulations as deemed appropriate, including but not limited to:

1. The curb markings shall have the following meanings:

i. Red shall mean no stopping, standing, or parking at any time, except as follows:

- a. A bus may stop and park no longer than necessary to load or unload passengers, but in no event to exceed 10 minutes, when red curbs are signed as a "BUS ZONE."
- b. An approved horse-drawn sleigh, carriage or stagecoach may stop and park to load or unload passengers in areas where curbs are signed as a "CARRIAGE STOP" or "STAGECOACH STOP."
- c. Volunteer firemen may stop and park a vehicle displaying a fireman plate when responding to a fire call or in the performance of other official duties when the curb is signed as a "FIRE LANE."

ii. Yellow means no stopping, standing, or parking at any time except as follows:

- a. For the purpose of loading or unloading of passengers or materials, provided that the loading or unloading of passengers or materials shall not exceed five minutes and only in those areas where a yellow curb is signed to designate a "LOADING ZONE."
- b. For not longer than fifteen minutes when the curb is signed to designate a "FIFTEEN MINUTE ZONE."
- c. For not longer than thirty minutes when the curb is signed to designate a "THIRTY MINUTE ZONE."

iii. Blue means no stopping, standing, or parking at any time, except for vehicles which display appropriate state-issued markings, decals, or plates identifying the vehicle as one for persons with disabilities.

B. Signs, pavement markings, and curb markings shall be placed, erected, and maintained by authorized Town personnel only.

(Ord. § _____; Ord. 1046 § 1, 2013; Revised Res. 08-16, 2008.)

10.04.400 Penalty for violations. (Repealed)

(Ord. § _____; Ord. 610 § 1, 1998; Ord. 161 § 7(part), 1973; Ord. 131 § 42, 1970.)

10.04.450 Driving or having control of vehicle while under the influence of intoxicating liquor or controlled substances; penalties. (Repealed)

(Ord. § _____; Ord. 1033 § 1, 2013)

SECTION II.

Section 2 of the Town of Jackson Ordinance No. 881; Sections 5 and 16 of the Town of Jackson Ordinance No. 110; and Sections 10.08.050, 10.08.090, and 10.08.160 of the Town of Jackson Municipal Code are hereby amended and reenacted to read as follows:

10.08.050 Registration required. (Repealed)

(Ord. § _____; Ord. 881 § 2, 2008; Ord. 110 § 5, 1968.)

10.08.090 Operation with unsafe or illegal equipment prohibited.

- A. It is unlawful for any person to drive or move, or for the owner to cause or knowingly permit to be driven or moved, on any roadway any snowmobile or over-snow vehicle or combination of vehicles which is in such unsafe condition so as to endanger any persons or property, or which does not contain those parts or is not at all times equipped with such equipment in proper condition and adjustment as required by this chapter or which is equipped in any manner in violation hereof.

(Ord. § _____; Ord. 881 § 2, 2008; Ord. 110 § 9, 1968.)

10.08.160 Penalty for violations. (Repealed)

(Ord. § _____; Ord. 881 § 2, 2008; Ord. 110 § 16, 1968.)

SECTION III.

Section 2 of the Town of Jackson Ordinance No. 896; Sections 4 and 16 of the Town of Jackson Ordinance No. 92; Section 15 of the Town of Jackson Ordinance No. 289; and Sections 10.12.040, 10.12.160 of the Town of Jackson Municipal Code are hereby amended and reenacted to read as follows:

10.12.040 Lamps and reflectors. (Repealed)

(Ord. § _____; Ord. 896 § 2, 2008; Ord. 92 § 4, 1965.)

10.12.160 Penalty for violations. (Repealed)

(Ord. § _____; Ord. 896 § 2, 2008; Ord. 289 § 15, 1982; Ord. 92 § 16, 1965.)

SECTION IV.

Section 1 of the Town of Jackson Ordinance No. 1193; and Sections 10.13.010, 10.13.020, 10.13.030, 10.13.040, 10.13.130, and 10.13.150 of the Town of Jackson Municipal Code are hereby amended and reenacted to read as follows:

10.13.010 Definitions.

For the purposes of this Chapter, the following definitions apply:

- A. "Electric bicycle" means a bicycle or tricycle equipped with fully operable pedals and an electric motor of less than 750 watts.
- B. "Class 1 electric bicycle" or "Low Speed Pedal Assisted Electric Bicycle" means a bicycle equipped with a motor that provides assistance only when the rider is pedaling, and that ceases to provide assistance when the bicycle reaches the speed of twenty miles per hour.
- C. "Class 2 electric bicycle" or "Low Speed Throttle Assisted Electric Bicycle" means a bicycle equipped with a motor that may be used exclusively to propel the bicycle, and that is not capable of providing assistance when the bicycle reaches the speed of twenty miles per hour.

- D. "Class 3 electric bicycle" or "speed pedal assisted electric bicycle" means a bicycle equipped with a motor that provides assistance only when the rider is pedaling, and that ceases to provide assistance when the bicycle reaches the speed of twenty-eight miles per hour.
- E. "Electric vehicle" means any two or more wheeled device with electric power that does not meet one of the definitions above and is not a pedestrian vehicle as defined in Wyo. Stat. Ann. § 31-5-101,.
- F. "Child" - means an individual under the age of sixteen years.
- G. "Adult" means an individual who is sixteen years or more.

(Ord. § _____; Ord 1193, § 1, 2018)

10.13.020 Classes of Electric Bicycles Permitted and Prohibited; Where Permitted and Prohibited.

- A. Class 1 electric bicycles, class 2 electric bicycles, and class 3 electric bicycles are permitted on Town of Jackson public streets, bike lanes, pathways, and alleys.
- B. All electric vehicles are prohibited on all Town of Jackson pathways, bike lanes, skateparks, or other bicycle facilities including natural surface trails. Emergency response vehicles, maintenance vehicles, motor-assisted devices, as that term is defined in chapter 10.14, and pedestrian vehicles used by persons with a physical disability, as that term is defined in Wyo. Stat. Ann. § 31-5-101, are exempt from this prohibition.
- C. The use of electric bicycles outside Town of Jackson city limits is regulated separately by the federal government, Wyoming Department of Transportation, and the Teton County Board of County Commissioners, and this ordinance has no applicability to roads and pathways under those respective jurisdictions.

(Ord. § _____; Ord 1193, § 1, 2018)

10.13.030 Laws Applicable; Prohibited Acts.

- A. All electric bicycles operated within the Town of Jackson shall comply with the manufacturing requirements for bicycles adopted by the United States Consumer Product Safety Commission (16 C.F.R. part 1512).
- B. Every person riding or operating an electric bicycle on any street, alley, or public place in the Town shall be subject to all provisions of the laws of the state applicable to drivers of motor-driven cycles, as set forth in Wyo. Stat. Ann. §§ 31-5-101 through 31-5-707, and all provisions of the ordinances of the Town.
- C. The parent of any child, the guardian of any ward, or a person assuming responsibility for a child or ward shall not authorize or knowingly permit any such child or ward to violate any of the provisions of this Chapter.

(Ord. § _____; Ord 1193, § 1, 2018)

10.13.040 Inspection and Permit Required.

- A. Every person riding or operating an electric bicycle on any street, alley, or public place in the Town must present every electric bicycle within thirty days of purchase, whether purchased new or used, at the Jackson Police Department for:
 - 1. Inspection: All electric bicycles shall be presented to an authorized inspection agent within the Town with a completed notarized attestation of the owner, made under oath, stating the classification, top assisted speed, that the speedometer functions, and motor wattage of the electric bicycle.
 - 2. Permitting: All electric bicycles must get a permit permanently affixed by the Jackson Police Department stating the classification number, top assisted speed, and motor wattage of the electric bicycle.
- B. Every person riding or operating an electric bicycle on any street, alley, or public place in the Town must carry a document showing the purchase date until the electric bicycle is permitted in accordance with provision A of this subsection.
- C. Every electric bicycle must have a valid permit affixed to it in a conspicuous location within thirty days of purchase, whether used or new.

(Ord. _____ § _____; Ord 1193, § 1, 2018)

10.13.130 Equipment

- A. Every electric bicycle must be equipped with a functioning speedometer at all times it is operated within the Town of Jackson.
- B. No person shall ride or operate an electric bicycle upon any street, alley, or public place within the corporate limits of the Town during the period from a half hour after sunset to one-half hour before sunrise or at any other time when there is not sufficient light to clearly discern any person on the streets a distance of 200 feet ahead, without having a lamp affixed to the front of the electric bicycle which shall emit a white light visible under normal atmospheric conditions from a distance of at least 300 feet to the front of the electric bicycle, and with a red reflector on the rear which shall be visible under like conditions from a distance of at least 300 feet to the rear of the electric bicycle. A lamp emitting a red light visible from a distance of 300 feet to the rear may be used in lieu of the red reflector.

(Ord. _____ § _____; Ord 1193, § 1, 2018)

10.13.150 Penalty (Repealed)

(Ord. _____ § _____; Ord 1193, § 1, 2018)

SECTION V.

Section 1 (part) of the Town of Jackson Ordinance Nos. 377, 882 and 859; and Sections 10.14.010 through 10.14.080 of the Town of Jackson Municipal Code are hereby amended and reenacted to read as follows:

10.14.010 Definitions.

- A. "Scooter" or "skateboard" is defined as any object consisting of a relatively flat platform constructed of any material which is attached to one or more wheels on the underside and designed to be used or operated by standing, sitting, or kneeling on the platform and allowing or causing the platform to be propelled by the use of hands, feet, or gravity, but shall not include roller skates, bicycles, electric bicycles, or any motorized vehicle.
- B. Motor-Assisted Devices.
 - 1. A self-propelled device with:
 - (i) one or more wheels in contact with the ground;
 - (ii) a braking system capable of stopping the unit under typical operating conditions;
 - (iii) an electric motor not exceeding 750 watts or other motor providing equivalent power;
 - (iv) either handlebars and a deck design for a person to stand while operating the device, or handlebars and a seat designed for a person to sit, straddle, or stand while operating the device, or a deck design for a person while operating the device;
 - (v) a maximum speed of twenty miles per hour.
 - 2. Motor Assisted Device shall not include roller skates, bicycles, electric bicycles, or any motorized vehicle.

(Ord. _____ § _____; Ord. 377 § 1 (part), 1988.)

10.14.020 Operation prohibited in certain zoning districts. (Repealed)

(Ord. _____ § _____; Ord. 859, 2008, Ord. 377 § 1 (part), 1988.)

10.14.030 Clinging to vehicles prohibited.

No person, while riding or operating a scooter, skateboard, or motor-assisted device within the corporate limits of the Town, shall hold onto any moving vehicle for the purpose of utilizing such moving vehicle for the propulsion of the scooter or skateboard, or motor-assisted device.

(Ord. § _____; Ord. 377 § 1 (part), 1988.)

10.14.040 Riding on sidewalks.

- A. A person shall not ride a scooter, skateboard, or motor-assisted device upon and along a sidewalk, or across a roadway upon and along a crosswalk in the area bounded on the south by the south boundary of Pearl Street, on the east by the east boundary of Willow Street, on the north by the north boundary of Gill Street, and on the west by the west boundary of Millward Street, in the Town, except on designated Shared Use Pathways or if being used for delivery purposes.
- B. In all other areas, a person propelling a scooter, skateboard, or motor-assisted device upon and along a sidewalk, or across a roadway upon and along a crosswalk, shall yield the right of way to any pedestrian and shall give audible signal before overtaking and passing such pedestrian.
- C. Persons on a scooter, skateboard, or motor-assisted device using sidewalks shall slow to a pedestrian rate of speed when utilizing pedestrian crosswalks, unless the crosswalk is part of a Shared Use Pathway.

(Ord. § _____; Ord. 882 § 1, 2008; Ord. 377 § 1 (part), 1988.)

10.14.050 Riding two abreast.

- A. Every person riding or operating a scooter, skateboard, or motor-assisted device on any street, alley, or public place in the Town shall keep the scooter, skateboard, or motor-assisted device on the extreme right of the traffic lane and it shall be unlawful for two or more operators to operate their scooter, skateboard, or motor-assisted device except in single file.

(Ord. § _____; Ord. 377 § 1 (part), 1988.)

10.14.060 Laws applicable.

- A. Every person riding or operating a scooter, skateboard, or motor-assisted device on any street, alley, or public place in the Town shall be subject to all provisions of the laws of the state and ordinances of the Town applicable to the drivers of motor vehicles, except the provisions thereof which by their very nature can have no application.

(Ord. § _____; Ord. 377 § 1 (part), 1988.)

10.14.070 Parking.

- A. No operator of a scooter, skateboard, or motor-assisted device shall leave their scooter, skateboard, or motor-assisted device in such a manner that shall hinder or impede pedestrians or vehicular traffic upon the sidewalks or paths, or upon the streets or alleys of the Town, or shall fail to take proper care to see that their scooter, skateboard, or motor-assisted device is so placed to avoid annoyance and danger of accident during their absence therefrom.

(Ord. § _____; Ord. 377 § 1 (part), 1988.)

10.14.080 Penalty for violation. (Repealed)

(Ord. § _____; Ord. 377 § 1 (part), 1988.)

SECTION VI.

Section 1 (part) of the Town of Jackson Ordinance Nos. 429 and 883; and Sections 10.16.010 and 10.16.030 of the Town of Jackson Municipal Code are hereby amended and reenacted to read as follows:

10.16.010 Definitions.

- A. "Roller skate" or "roller blade" is defined as footwear or an object to be attached to footwear which has a relatively flat platform constructed of any material which is attached to wheels on the underside and designed to be used or operated by placing them on the feet as a means of locomotion, but shall not include scooters, skateboards, motor-assisted devices, bicycles, electric bicycles, or any

motorized vehicle.
(Ord. § _____; Ord. 429 § 1 (part), 1991.)

10.16.030 Penalty for violation. (Repealed).

(Ord. § _____; Ord. 883 § 1, 2008; Ord. 429 § 1 (part), 1991.)

SECTION VII.

Section 1 of the Town of Jackson Ordinance No. 696; and Sections 10.17.010, 10.17.020 and 10.17.030 of the Town of Jackson Municipal Code are hereby amended and reenacted to read as follows:

10.17.010 Regulations

It shall be unlawful for any person within the Teton County Parks and Recreation Skateboard Park to:

- A. Ride, operate, or use any device other than a skateboard, in-line skate, roller blade, or such other device as may be approved by the Jackson/Teton County Parks and Recreation Department for use therein;
- B. Ride, operate, or use such a device unless that person is wearing safety equipment including knee pads, elbow pads, and a helmet designed for use with skateboards, in-line skates, or roller blades, and the safety equipment is in good repair at all times during use;
- C. Place or utilize additional obstacles or other material (including but not limited to ramps or jumps) that are not specifically authorized by the Jackson/Teton County Parks and Recreation Director, or their designee;
- D. Use the Teton County Parks and Recreation Skateboard Park before or after the posted hours of operation;
- E. Use or consume alcohol or illegal substances, including tobacco products which are illegal for the user to possess or consume;
- F. Place stickers, graffiti, or engage in "tagging" at any location within the Teton County Parks and Recreation Skateboard Park;
- G. Use or possess glass containers, bottles, or other breakable glass products; and/or
- H. Fail to obey any other rule or regulation posted on or near the facility by order of the Director of the Jackson/Teton County Parks and Recreation Department, or their designee.

10.17.20 Ejectment.

- A. The privilege of any person to use the Town of Jackson Skateboard Park is expressly conditioned upon compliance by that person with the provisions of this chapter.
- B. Any person found to be in violation of this chapter shall be subject to ejectment from the Teton County Parks and Recreation Skateboard Park for a period up to, but not exceeding, one year.

10.17.030 Penalty.

- A. In addition to violator being subject to the general penalty provision of this Code, the person shall, whether in lieu of or in addition to, be subject to ejectment from the facility.

(Ord. § _____; Ord. 696 § 1, 2001)

SECTION VIII.

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

SECTION IX.

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

SECTION X.

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

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

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

PASSED AND APPROVED THE ____ DAY OF _____, 2022.

TOWN OF JACKSON

BY: _____
Hailey Morton Levinson, Mayor

ATTEST:

BY: _____

_____, Town Clerk

ATTESTATION OF TOWN CLERK

STATE OF WYOMING)
) ss.
COUNTY OF TETON)

I hereby certify that the foregoing Ordinance No. ____ was duly published in the Jackson Hole News and Guide, a newspaper of general circulation published in the Town of Jackson, Wyoming, on the ____ day of _____, 2022.

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

_____, Town Clerk

MEMORANDUM

TO: Mayor and Town Council

FR: Larry Pardee, Town Manager

DT: January 10, 2022

RE: Town Manager's Report

Classification and Compensation Study

The Town has received inquiries from 5 separate firms to date on the Request for Proposals (RFP) for the Classification and Compensation Study and all have indicated they intend to submit a proposal prior to the deadline of January 14, 2022. All have inquired as to a flexible time frame as their current workload may not allow them to complete all tasks in the time frame set forth. The RFP indicated alternative timelines could be proposed by vendors.

Municipal Judge Position

As noted in a previous email, the Town received 7 applications for the position of Municipal Judge including applications from Richard Stout, Christopher Leigh, Brian Hultman, Katie Mannen, Audrey Cohen-Davis, Sam Bixler and Zane Aukee. Mayor Levinson will select several finalists from this list and from there, staff will conduct employment screenings prior to the special Town Council meeting on January 24 at 2:00 PM where interviews will be conducted.