

Joint Information Meeting

TOWN COUNCIL & COUNTY COMMISSIONER MEETING

February 7, 2022

3:00 PM

Via Zoom and Swagit

Chair: Hailey Morton Levison

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/81527599788?pwd=SUdlTTlmbsS9RODFIM2xyM05VNFFyQT09>

If the link does not work, join at [zoom.com](https://zoom.us) with Webinar ID **815 2759 9788** Password: **83001**

or join by phone **+1 253 215 8782** with Webinar ID **815 2759 9788** Password: **83001**

II. CALL TO ORDER, ROLL CALL, AND ANNOUNCEMENTS

III. PUBLIC COMMENT

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

IV. CONSENT CALENDAR

A. Meeting Minutes

1. January 10, 2022 Special JIM
2. January 24, 2021 Special JIM

V. DISCUSSION/ACTION ITEMS

- A. Housing Preservation Program (30 mins, April Norton)
- B. Quarterly BUILD Grant (20 mins, Heather Overholser)
- C. START Budget Amendment for FY21-22 (20 mins Bruce Abel)
- D. Public Hearing and Resolution #22-02: Restaurant Construction Project at Airport

VI. MATTERS FROM COUNCIL, COMMISSIONERS AND STAFF

VII. PROPOSED ITEMS FOR FUTURE JOINT INFORMATION MEETINGS

- 3/7 Housing Rules & Regulations Pre-Annual Clean Up Topic Identification
- 3/7 Long Range Planning Indicator Report
- 3/7 Housing Supply Plan
- 3/7 SPET Election Date
- 4/4 Housing Nexus Study
- 4/4 Long Range Planning Work Plan

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.

4/4 Housing Department Work Plan
4/4 Recreation Center Expansion
5/2 Quarterly BUILD Grant Update

VIII. 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.

JOINT INFORMATION PROCEEDINGS – UNAPPROVED
TOWN COUNCIL AND BOARD OF COUNTY COMMISSIONERS MEETING

JANUARY 10, 2022

JACKSON, WYOMING

The Jackson Town Council and the Teton County Board of County Commissioners met in a joint information meeting (JIM) virtually via Zoom and Swagit. Upon roll call the following were found to be present at 1:31 p.m.:

TOWN COUNCIL: Mayor Hailey Morton Levinson, Arne Jorgensen, Jim Rooks, and Jonathan Schechter. Jessica Sell Chambers joined at 2:48 p.m.

COUNTY COMMISSIONERS: Chairwoman Natalia Macker, Luther Propst, Greg Epstein, and Mark Newcomb. Mark Barron was absent.

STAFF: Alyssa Watkins, Steve Ashworth, Lynsey Lenamond, Riley Taylor, Maureen Murphy, Larry Pardee, Steve Ashworth, Lea Colasuonno, April Norton, Tyler Sinclair, Carl Pelletier, Paul Anthony, Kelly Thompson, and Keith Gingery.

JOINT HUMAN SERVICE AGENCY UPDATES. The following agencies provided general updates on their activities and needs over the last quarter:

- JH Community Counseling Center – Deidre Ashley
- Community Safety Network – Liana Moskowitz
- Children's learning Center – Patti Boyd
- Curran Seeley Foundation - Smokey Rhea
- Hole Food Rescue – Hannah Cooley
- Teton Youth and Family Services - Sarah Cavallaro
- Voices JH – Jordan Rich, Alin Badillo

Council and Commission recessed at 2:04 p.m. and reconvened at 2:10 p.m.

- Immigrant Hope – Wes Clarke
- One22 – Isabel Zumel
- Climb Wy – Christy Thomas
- Community Entry Services – Carolyn Worth
- Teton Literacy Center – Laura Soltau
- Senior Center JH – Becky Zaist
- Cultivate Ability - Seadar Davis

Council and Commission recessed at 2:46 p.m. and reconvened at 3:00 p.m.

PUBLIC COMMENT. Public comment was made by Blair Maus.

CONSENT CALENDAR. On behalf of the Town, a motion was made by Jim Rooks and seconded by Arne Jorgensen to approve the consent calendar items A-B as presented with the following motion. On behalf of the County, a motion was made by Mark Newcomb and seconded by Greg Epstein to approve the consent calendar items A-B as presented with the following motion. No public comment was given on the Consent Calendar.

- A. **Meeting Minutes.** To approve Joint Information Meeting minutes for the November 30, 2021 special JIM, December 6, 2021 special JIM, and the December 21, 2021 special JIM as presented.
- B. **TCSD Parks & Recreation Facility Use Agreement.** To approve the 2022 Comprehensive Recreation Fields and Facilities Use Agreement between the Town of Jackson, Teton County, and Teton County School District.

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

Chairwoman Macker called for a vote. The vote showed 4-0 in favor with Barron absent and the motion carried for the County.

Diversification of Town/County Funding Sources. Larry Pardee and Keith Gingery made staff comment. Council and Commission held discussion with staff.

A motion was made by Jessica Sell Chambers and seconded by Jim Rooks to continue this item to a date to be determined. Mayor Morton Levinson called for a vote. The vote showed all in favor and the motion carried for the Town.

On behalf of the County, a motion was made by Mark Newcomb and seconded by Greg Epstein to continue this item to a date to be determined. Chairwoman Macker called for a vote. The vote showed 4-0 in favor with Barron absent and the motion carried for the County.

Timing of the SPET Election. Larry Pardee made staff comment. Council and Commission held discussion with staff.

Public comment was given by Charlotte Reynolds.

On behalf of the Town, a motion was made by Arne Jorgensen and seconded by Jessica Sell Chambers to direct the Town Manager and County Commissioner’s Administrator to prepare a staff report that outlines a process, decision points, and a timeline for an upcoming SPET and/or General Penny election in 2022 or 2023. Mayor Morton Levinson called for a vote. The vote showed all in favor and the motion carried for the Town.

On behalf of the County, a motion was made by Mark Newcomb and seconded by Luther Probst to direct the Town Manager and County Commissioner’s Administrator to prepare a staff report that outlines a process, decision points, and a timeline for an upcoming SPET and/or General Penny election in 2022 or 2023. Chairwoman Macker called for a vote. The vote showed 4-0 in favor with Barron absent and the motion carried for the County.

Adjourn. On behalf of the Town, a motion was made by Jessica Sell Chambers and seconded by Jonathan Schechter to adjourn. Mayor Morton Levinson called for a vote. The vote showed all in favor and the motion carried for the Town.

On behalf of the County, a motion was made by Luther Probst and seconded by Mark Newcomb to adjourn. Chairwoman Macker called for a vote. The vote showed 4-0 in favor with Barron absent and the motion carried for the County.

The meeting adjourned at 4:36 P.M.

Town of Jackson

Hailey Morton Levinson, Mayor

ATTEST:

Lynsey Lenamond, Deputy Town Clerk

TETON COUNTY BOARD OF COUNTY COMMISSIONERS

Natalia D. Macker, Chairwoman

ATTEST:

Maureen E. Murphy, County Clerk

Minutes:ll
Publish JH News & Guide: January 19, 2022

JOINT INFORMATION PROCEEDINGS – UNAPPROVED
TOWN COUNCIL AND BOARD OF COUNTY COMMISSIONERS MEETING

JANUARY 24, 2022

JACKSON, WYOMING

The Jackson Town Council and the Teton County Board of County Commissioners met in a special joint information meeting (JIM) virtually via Zoom and Swagit. Upon roll call the following were found to be present at 1:08 p.m.:

TOWN COUNCIL: Mayor Hailey Morton Levinson, Arne Jorgensen, Jim Rooks, and Jessica Sell Chambers. Jonathan Schechter joined at 1:09 p.m.

COUNTY COMMISSIONERS: Chairwoman Natalia Macker, Luther Propst, and Mark Barron. Greg Epstein joined at 1:09 p.m. Mark Newcomb was absent.

STAFF: Riley Taylor and Lynsey Lenamond.

RECESS TO EXECUTIVE SESSION. On behalf of the Town, a motion was made by Jessica Sell Chambers and seconded by Arne Jorgensen to recess to an Executive Session Pursuant to Wyoming Statute §16-4-405(a)(ii), to consider appointments to volunteer boards, specifically the appointment of a board member as a public officer. Mayor Morton Levinson called for the vote. The vote showed 4-0 in favor with Schechter absent and the motion carried for the Town.

On behalf of the County, a motion was made by Mark Barron and seconded by Luther Propst to recess to an Executive Session Pursuant to Wyoming Statute §16-4-405(a)(ii), to consider appointments to volunteer boards, specifically the appointment of a board member as a public officer. Chairwoman Macker called for the vote. The vote showed 3-0 in favor with Epstein and Newcomb absent and the motion carried for the County.

Council and Commission recessed at 1:09 p.m. reconvened at 1:34 p.m.

On behalf of the Town, a motion was made by Arne Jorgensen and seconded by Jessica Sell Chambers to appoint Rob Wallace to the Jackson Hole Airport Board for a 5-year term. Mayor Morton Levinson called for the vote. The vote showed all in favor and the motion carried for the Town.

On behalf of the County, a motion was made by Luther Propst and seconded by Mark Barron to appoint Rob Wallace to the Jackson Hole Airport Board for a 5-year term. Chairwoman Macker called for the vote. The vote showed 4-0 in favor with Newcomb absent and the motion carried for the County.

Adjourn. On behalf of the Town, a motion was made by Jonathan Schechter and seconded by Jessica Sell Chambers to adjourn. Mayor Morton Levinson called for a vote. The vote showed all in favor and the motion carried for the Town.

On behalf of the County, a motion was made by Mark Barron and seconded by Luther Propst to adjourn. Chairwoman Macker called for a vote. The vote showed 4-0 in favor with Newcomb absent and the motion carried for the County.

The meeting adjourned at 1:37 P.M.

Town of Jackson

Hailey Morton Levinson, Mayor

ATTEST:

Lynsey Lenamond, Deputy Town Clerk

TETON COUNTY BOARD OF COUNTY COMMISSIONERS

Natalia D. Macker, Chairwoman

ATTEST:

Maureen E. Murphy, County Clerk

Minutes:ll
Publish JH News & Guide: January 19, 2022



JOINT INFORMATION MEETING AGENDA DOCUMENTATION

SUBMITTING DEPARTMENT: Joint Affordable Housing

PRESENTER: April Norton, Director

MEETING DATE: February 7, 2022

SUBJECT: Future of the Preservation Program

STATEMENT/PURPOSE

Staff will provide the Board of County Commissioners ("Board") and the Jackson Town Council ("Council") with an update on the Pilot Preservation Program that launched in February 2021 and will seek direction on the future of the program.

BACKGROUND/ALTERNATIVES

The Housing Action Plan, approved by the Board and Council in November 2015, directs staff to "preserve existing workforce housing stock to avoid leakage" (Initiative 2.C). This initiative further directs staff to "restrict existing workforce housing, ensuring programs for households in different income categories exist".

The 2020 Housing Supply Plan, approved by the Board and Council in March 2020, identified a Restriction Fund program that would "purchase permanent deed restrictions on existing and new housing stock". The program, as described in the Supply Plan, would "assign values to different deed restrictions and homeowners, prospective buyers, and developers may apply for funds based on the restriction they would like to sell and the value of the home".

The 2019 SPET Ballot had the following language on the ballot that was approved by the voters. This proposed program complies with the SPET ballot language, specifically that the SPET funds may be used for "the purchase of deed restrictions to house the local workforce."

Community Housing Opportunities

\$5,500,000.00 for the purchase of appropriately zoned land to develop permanently deed restricted housing thereon and/or the purchase of deed restrictions to house the local workforce. Funds will be placed in the Jackson/Teton County Housing Authority Housing Supply account. The Jackson Town Council and the Teton County Board of County Commissioners must authorize and direct the expenditure of these funds.
This project is sponsored by Teton County.

At the January 2021 Joint Information Meeting the Board and Council approved a pilot program that would utilize 2019 Specific Purpose Excise Tax ("SPET") Community Housing Priorities funds to purchase permanent deed restrictions on existing homes located in Teton County, Wyoming. The Board and Council also directed staff to provide an update on the program at the July 2021 Joint Information Meeting.

The pilot program was approved to purchase restrictions in one of two ways:

- 1) Down payment assistance to Qualified Households who sought to purchase a market rate home. The household could apply to receive up to 16.5% of the appraised value or sales price (whichever is lower) capped at \$150,000. To qualify, a household must have at least one person who works full-time for a local business and 75% of the household's income must be earned locally. The household may not own property within 150 miles of Teton County, Wyoming. At closing, the Qualified Household records a permanent Workforce Ownership deed restriction on the home.

- 2) Payment to a household who owns a home located in Teton County, Wyoming in return for the recordation of a permanent Workforce Ownership deed restriction on the home. The household provides a current appraisal and inspection report for the home. The Housing Authority can pay up to 16.5% of the appraised value or \$150,000 – whichever is less – for the permanent deed restriction.

At the July 12, 2021 JIM, the Board and Council directed staff to make two changes to the pilot program:

- 1) Exempt current homeowners who wish to sell a deed restriction on their home from Workforce Program qualification requirements. Require all tenants in these units to meet Workforce Program qualification requirements.
- 2) Increase the maximum amount the Housing Authority can pay to purchase a deed restriction to 20% of the appraised value or sales price, whichever is lower, capped at \$200,000.

Since the pilot program began, 19 households have been pre-qualified for the program and three households have utilized down payment assistance to purchase homes on which they recorded a permanent Workforce restriction with one more pending. In total and including the pending sale, \$613,420 has been spent to purchase four deed restrictions (avg. \$153,355/unit.). \$386,580 remains from the initial \$1,000,000 allocation for the program.

Today, staff seeks direction on three key issues:

- 1) Creating a permanent Preservation Program in the Housing Department Rules and Regulations. The pilot program has been active for 12 months. At this point, are the Council and Board ready to permanently create the Preservation Program? This will not ensure future funding for the program but will permanently place the program in the Housing Department Rules and Regulations.
- 2) Purchasing Workforce Rental Deed Restrictions on Existing Homes. The pilot program currently allows the Housing Authority to purchase a Workforce Ownership deed restriction on a home that a Qualified Household is purchasing and in which they will reside. Do the Council and Board want to purchase deed restrictions on rental properties? If so, a Workforce Rental restriction will be recorded and will require that a Qualified Household resides in the unit.
- 3) Future funding for the program. The approved 2021 Housing Supply Plan calls for an additional \$2,000,000 investment in the Preservation Program which, once spent, will create at least 10 additional permanently deed restricted homes. Currently, \$386,580 remains in allocated funding for the program. Do the Council and Board want to allocate additional 2019 SPET funds to this program now?

COMPREHENSIVE PLAN ALIGNMENT

Comprehensive Plan

Principle 5.1: Maintain a diverse population by providing workforce housing.

Principle 5.3: Reduce the shortage of housing that is affordable to the workforce.

Principle 5.4: Use a balanced set of tools to meet our housing goals.

Housing Action Plan

Initiative 2C: Preserve existing workforce housing stock to avoid leakage.

STAKEHOLDER ANALYSIS

Stakeholders include Town and County taxpayers; homeowners; households seeking safe, stable housing; and local businesses.

FISCAL IMPACT

The Board and Council directed and authorized the Housing Authority to utilize \$1,000,000 in SPET funds for this pilot program. Another \$2,000,000 was identified for this use in the 2021 Housing Supply Plan that was approved by the Board and Council in May 2021.

To-date, \$613,420 has been used for four deed restriction purchases (this includes 1 pending purchase), which leaves \$386,580 left in the initial \$1,000,000 allocation.

The 2019 SPET is for \$5,500,000. The Housing Authority currently holds \$1,024,676.27 in SPET funds and anticipates receiving another allocation of \$2,000,000 in November 2022.

STAFF IMPACT

The program requires time from the Housing Manager, Housing Sales Coordinator, Housing Director, and Town and County Legal Departments.

LEGAL REVIEW

L. Colasuonno and A. Moore

ATTACHMENTS

None

RECOMMENDATION

The draft Regional Housing Needs Assessment indicates that the community is about to experience the loss of around 13% of our workforce due to retirement. This equals around 1,300 units. Taking retirement leakage into account along with future job growth, the assessment identifies the need for about 2,500 units of workforce housing to maintain our current commuter patterns (40% commute) and 2,700 units to reach our 65% resident workforce goal. These units can be achieved through both new production and preservation of existing housing stock.

The Preservation Program is one of the tools the Town and County can utilize to permanently protect existing housing stock for the local workforce.

Staff recommends permanently creating the Preservation Program in the Housing Department Rules and Regulations.

- This will codify the program so that it is clearly and permanently defined but will not ensure funding for the program.

Staff recommends directing and authorizing the Housing Authority Board to purchase Workforce Rental deed restrictions on existing properties based on the following parameters: 10% of the home's value, not to exceed \$100,000 per unit.

- Workforce Rental deed restrictions do not include an appreciation cap, nor do they include a rental rate cap.
- Workforce Rental units rent rates are currently discounted about 10% from the market (average).
- Given the number of units we need to permanently create for the workforce in the next five years, investing in preservation of existing housing stock that can be immediately utilized as Workforce Rental housing adds another tool in the housing toolbox for the community while also protecting existing community character.

Staff recommends directing and authorizing the Housing Authority Board to allocate an additional \$1,000,000 for the Preservation Program.

SUGGESTED MOTION

Both Town and County:

I move to direct staff to include the Preservation Program in the 2022 Housing Department Rules and Regulations updates.

I move to direct staff to expand the Preservation Program to allow for the purchase of Workforce Rental deed restrictions on existing units for a maximum of 10% of the home's value not to exceed \$100,000.

I further move to direct and authorize the Jackson / Teton County Housing Authority to allocate \$1,000,000 in 2019 SPET funds for the Preservation Program.



JOINT INFORMATION MEETING

AGENDA DOCUMENTATION

SUBMITTING DEPARTMENT: START

PRESENTERS: Bruce Abel, Interim Director

MEETING DATE: February 7, 2022

SUBJECT: Requested START Budget Amendment

STATEMENT/PURPOSE

The purpose of this item is to request Town of Jackson and Teton County approval of an amendment to the adopted FY 2022 Southern Teton Area Rapid Transit (START) budget for two specific items:

- 1) To authorize an increase in service with the Downtowner LLC to provide additional Micro-transit on-demand transit service
- 2) Acquisition and Implementation of Intelligent Transportation Systems (ITS)

BACKGROUND/ALTERNATIVES

Item 1: Agreement with the Downtowner LLC to provide Micro-transit on-demand transit service

In 2021, START entered into an agreement for micro-transit to serve the East Jackson neighborhood. Rather than providing transit service according to a predetermined route and a predetermined schedule, Micro-transit service is characterized by using technology (an app) for a customer to request a trip on a real time basis from a given origin to a given destination within a predetermined service area, in this case the East Jackson neighborhood. This was START and the Jackson community's first attempt to provide public transit service utilizing an on-Demand service delivery model and demand estimates, and thus the original FY 2022 budget requests were educated guesses based on experience in other communities utilizing this service delivery model.

The provision of "Start-on-Demand" Micro-transit service began on November 27, 2021. Daily ridership during the initial days of service was approximately 45- 50 riders per day. Ridership grew rapidly and by the December /January holidays, ridership had exceeded 600 riders per day. These ridership levels have exceeded the initial estimates as the service has been very well received by Jackson residents and visitors. As a result of the success of the START-on-Demand service, START is now projecting that the initial budget to provide the service will be insufficient to maintain current ridership levels. While we do have limited data to project forward, START staff does feel that it is appropriate to request an amendment to the adopted budget in order to secure adequate funds to provide the service through the remainder of the fiscal year. While we do recognize that demand and ridership may well be reduced during the off-season, we do feel it that it is prudent to secure adequate funding at this time and return any funding that might be unused at the end of the fiscal year.

Item 2: Acquisition and Implementation of Intelligent Transportation Systems (ITS)

The second item that START would like to request increased funding for is the acquisition and implementation of Intelligent Transportation Systems (ITS) improvements for the START bus fleet in order to improve operational efficiency as well as to improve customer service and the attractiveness of START bus service in the community. This would involve amending START's approved FY 22 Capital Budget.

During the period of 2015- 2018, START entered into several Agreements with a company called RouteMatch to implement a variety of technology improvements in order to improve operational efficiency as well as to improve customer service and the attractiveness of START bus service in the community. These improvements included the capability for both START dispatch and our customers to track the location of START vehicles in real time, the ability to automatically announce the next bus stop in real time as the bus approaches the bus stop in compliance with requirements of the Americans With Disabilities Act (ADA), the ability to track and maintain passenger counts

electronically, the ability to scan payment by customers who purchase electronic fare media and some lesser functionality that helps START prepare our National Transit Database (NTD) reports to Wyoming Department of Transportation (WYDOT) and the Federal Transit Administration (FTA).

Due to a variety of technical difficulties with our technology in recent years, and due to difficulties in working with Route Match, START cancelled its support contract with Route Match in 2021 and is currently operating without the technology capacity for either START or our customers to monitor START buses, the annunciator capability for ADA announcements, the ability to track and maintain passenger counts electronically or the ability to scan payment by customers who purchase electronic fare media. The loss of these capabilities has severely impaired START's ability to monitor our service delivery, to communicate to our drivers and our customers, to maintain accurate passenger counts, or to allow our customers to effectively utilize our electronic fare prepayment alternatives. We have effectively been "flying blind" this winter season and START cannot continue to function in this manner. It has seriously impaired our service quality and therefore the attractiveness of START services to the community.

In order to regain our technological capability, START issued a Request for Proposals (RFP) on January 4, 2022, for the acquisition and implementation of Intelligent Transportation Systems (ITS), the industry buzz term for the technical capabilities discussed above. Proposals are currently scheduled to be submitted by February 17, 2022, with a hoped-for award by the START Board on March 24, 2022. The RFP has been structured to allow us to select and award contracts for various different modules of requested technology improvements. We are requesting amended budget authority prior in the amount of \$600,000 (discussed below) in order to allow us to replace the lost technological capabilities. The request is being made prior to selection and award of a vendor as the selection and award is the responsibility of the START Board. Depending on the responses received in response to the current RFP, START may request funding in the FY 2023 budget to expand our technology capabilities to further improve our customer service capacity. We would like to be able to award contract(s) in March or April in order to begin work as soon as possible. to improve the probability of restoring our lost technology capabilities by the beginning of next winter season.

The alternative(s) to approving the requested budget amendment would be:

- Item 1: Deny the amendment to the adopted START Operations budget and curtail the provision of START-on-Demand service when the existing budget is spent; and
- Item 2: Deny the amendment to the adopted START Capital budget and wait to request the funding during a typical budget request.

COMPREHENSIVE PLAN ALIGNMENT

Section 2. Climate, Sustainability through Energy Conservation

Principle 2.3- reduce energy consumption through transportation. Transportation accounts for approximately 80% of the total carbon emissions in the community.

Section 7. Multimodal Transportation

Principle 7.1- Meet future transportation demand through the use of alternative modes. Alternative

Transportation means a transportation system that includes transit, bicycle, and pedestrian modes which offer alternatives to private motor vehicle travel for many trips.

Principle 7.2. Create a safe, efficient, interconnected multi-modal transportation network.

STAKEHOLDER ANALYSIS

Stakeholders involved in this item include all START customers.

FISCAL IMPACT

Item 1

START is requesting a budget amendment to the approved FY 2021-2022 START Operations Budget in the amount of \$99,500 to increase the FY 2021-2022 approved budget for START-on-Demand Micro-transit service from the currently approved budget of \$370,500 to an amended amount of \$470,000. This revised amount is projected to cover the increased demand and resultant cost for START-on-Demand service through the end of the current fiscal

year based on the success of this new service to date. These funds are available in the START fund reserve and today the reserve amount is \$1,755,078.

Item 2

START is also requesting an amendment to the approved FY2022 START Capital Budget in amount of \$600,000 to fund the initial phases of technology improvements in order to regain the technology functionality that was lost with the termination of the RouteMatch contract in 2021. This amendment will allow START to initiate the desired technology improvements without having to wait for the adoption of the FY 2023 budget and will improve the chances that we will have at least a meaningful portion of these improvements in place by the 2022- 2023 winter season. Given that this request would normally be part of the FY2023 budget request but needs to be advanced to start sooner, staff is recommending splitting this 55/45. The amendment request is \$330,000 for Teton County and \$270,00 for the Town of Jackson.

STAFF IMPACT

Item 1

Staffing impacts will be minimal relative to the requested amendment of the adopted START Operations Budget for the increase in funding to meet increased ridership of START-on-Demand service. The requested funds are needed to fund current ridership levels through the end of the current fiscal year.

Item 2

The requested amendment to the adopted START Capital budget will require the commitment of additional staff time for the Town's IT department as well as the START operations staff. Town IT staff estimates that the proposed project will take approximately 9 months to complete and will require a relatively significant commitment of Town IT staff and START staff time to oversee project management and execution of the proposed project.

LEGAL REVIEW

L. Colasuonno

ATTACHMENTS

N/A

RECOMMENDATION

The START Board of Directors recommends **approval** by the Town of Jackson Town Council and the Teton County Commissioners of the requested amendment to the adopted FY 2022 START annual Operations and Capital budget as further described in this document.

SUGGESTED MOTIONS

I move to approve the amendment of the FY 2022 START budget:

- 1) for the provision of START-on-Demand microtransit service in the amount of \$99,500 to an amended total budget amount of \$470,000; and
- 2) for the acquisition and installation of Intelligent Transportation System in the amount of \$600,000 to an amended total budget amount of \$600,000.



JOINT INFORMATION MEETING AGENDA DOCUMENTATION

SUBMITTING DEPARTMENT: Town Clerk

PRESENTER: Lynsey Lenamond

MEETING DATE: February 7, 2022

SUBJECT: Public Hearing and a Resolution for Approving the Issuance by the Jackson Hole Airport Board of Private Activity Revenue Bonds

STATEMENT/PURPOSE

For the Jackson Council and Teton County Commission to hold a public hearing and consider a resolution approving the issuance by the Jackson Hole Airport Board of private activity revenue bonds in one or more series in an amount not to exceed \$25 million for financing and/or refinancing the design, construction, remodel, and improvement at the Jackson Hole Airport.

It is necessary for the Mayor to open a public hearing for the purpose of hearing the views of interested members of the public in relation to authorizing this financing. Notice of this public hearing was published pursuant to Section 147(f) of the Internal Revenue Code of 1986 in accordance with TEFRA standards.

BACKGROUND/ALTERNATIVES

The Teton County Board of Commissioners, Town Council, and the Jackson Hole Airport Board must each accept and approve grants and amendments thereto for improvements at the Jackson Hole Airport. The FAA requires a resolution by each as the acceptance and approval method.

The Airport Board proposes to proceed with a plan of financing involving 1) the costs incurred for the design, construction, equipping and related costs for remodeling a terminal restaurant, as well as capital improvements to other Jackson Hole Airport facilities, 2) the current refunding of the Airport's Special Facilities Revenue Bond (New Fuel Facility Project) Series 2018A (AMT) and 3) the expenses incurred in connection with the issuance of the Series 2022 Bonds.

COMPREHENSIVE PLAN ALIGNMENT

This item is directly aligned with Quality Community Service Provision, specifically that the Town:

- Maintain current, coordinate service delivery (Principle 8.1)
- Coordinate the provision of infrastructure and facilities needed for service delivery (Principle 8.2)

STAKEHOLDER ANALYSIS

The stakeholders include all residents and guests to the community that utilize the Jackson Hole Airport, the Jackson Hole Airport Board, Teton County, and the Town of Jackson.

FISCAL IMPACT

This grant would have no fiscal impact on the County or Town's budgets overall.

STAFF IMPACT

The impact on staff for preparing this item has amounted to a 3 hours of work by the Legal and Administrative Departments.

LEGAL REVIEW

ATTACHMENTS

Resolution 22-02

Public Notice

RECOMMENDATION

Staff does not recommend the approval or denial of this resolution.

SUGGESTED MOTION

I move to adopt the Resolution approving the issuance by the Jackson Hole Airport Board of private activity revenue bonds in one or more series in an amount not to exceed \$25 million for financing and/or refinancing the design, construction, remodel, and improvement at the Jackson Hole Airport.

AUTHORIZING RESOLUTION 22-02

A JOINT RESOLUTION APPROVING THE ISSUANCE BY THE JACKSON HOLE AIRPORT BOARD OF PRIVATE ACTIVITY REVENUE BONDS IN ONE OR MORE SERIES IN AN AMOUNT NOT TO EXCEED \$25 MILLION FOR FINANCING AND/OR REFINANCING THE DESIGN, CONSTRUCTION, REMODEL AND IMPROVEMENT AT JACKSON HOLE AIRPORT

WHEREAS, the Jackson Hole Airport Board (the “Airport Board”) was created by Ordinance No. 109 of the Town of Jackson (the “Town”) and Resolution of the Board of County Commissioners of Teton County (the “County”), pursuant to Wyoming Statute §10-5-202 to own and operate the Jackson Hole Airport (the “Airport”);

WHEREAS, pursuant to Wyoming Statute 16-1-104(d), any airport board created pursuant to Wyoming Statute §10-5-202 is deemed a joint powers board;

WHEREAS, the Airport Board proposes to proceed with a plan of financing involving (i) the costs incurred for the design, construction, equipping and related costs of remodeling certain portions of the passenger terminal building, as well as capital improvements to other Jackson Hole Airport (the “Airport”) facilities, (ii) the current refunding of the Airport’s Special Facilities Revenue Bond (New Fuel Facility Project) Series 2018A (AMT) and (iii) the expenses incurred in connection with the issuance of its Series 2022 Bonds, defined hereinafter. (the “Project”);

WHEREAS, a notice of public hearing was published on the Jackson Hole Airport website on January 31, 2022 and that a joint hearing was held on February 7, 2022 by the County and the Town relative to the Project;

WHEREAS, the Project is estimated to cost approximately \$28,000,000, the Airport Board proposes to issue private activity revenue bonds of an amount not to exceed \$25,000,000 in one or more series with additional moneys for the Project (the “Series 2022 Bonds”), including for cost overruns coming from the Airport Board funds;

WHEREAS, the Board of County Commissioners of Teton County, as a participating agency and a jurisdiction in which the Airport is located, desires to approve the issuance by the Airport Board of such bonds;

WHEREAS, the Town Council of the Town of Jackson, as a participating agency and a jurisdiction in which the Airport is located, desires to approve the issuance by the Airport Board of such bonds; and

WHEREAS, public notice of the meeting at which this Resolution is being considered and its subject matter has been duly given in accordance with law.

NOW THEREFORE, be it resolved by the Board of County Commissioners of the County of Teton and Town Council of the Town of Jackson, in regular session duly assembled, that the Jackson Hole Airport Board is authorized to issue private activity revenue bonds in an amount not to exceed \$25,000,000 to fund a plan of financing involving the Project, and for purposes of Section 147(f) of the Internal Revenue Code of 1986, such Series 2022 Bonds, the Project and such plan of finance are hereby approved.

The undersigned duly qualified and acting Teton County Clerk and Town Clerk certifies that the foregoing is a true and correct copy of a Resolution adopted by the Teton County Commissioners and Jackson Town Council on the 7th day of February 2022, the meeting was held according to law and said Resolution has been duly entered in the permanent records of Teton County and Town of Jackson.

This Resolution shall become effective upon adoption.

PASSED, APPROVED, AND ADOPTED this 7th day of February, 2022.

TOWN OF JACKSON, WYOMING

ATTEST:

Riley Taylor, Town Clerk

Hailey Morton Levinson, Mayor

**BOARD OF COUNTY COMMISSIONERS
TETON COUNTY, WYOMING**

ATTEST:

Maureen E. Murphy, County Clerk

Natalia D. Macker, Chairwoman

**NOTICE OF PUBLIC MEETING AND OPPORTUNITY TO BE HEARD REGARDING THE ISSUANCE OF
AIRPORT REVENUE BONDS (TERMINAL BUILDING REMODEL PROJECT) SERIES 2022A IN ONE OR MORE
SERIES BY THE JACKSON HOLE AIRPORT BOARD**

NOTICE IS HEREBY GIVEN that the Jackson Hole Airport Board proposes to issue up to \$25,000,000 principal amount of exempt facility airport bonds in one or more series (together, the “Series 2022 Bonds”) for the purpose of funding (i) the costs incurred in connection with a plan of finance consisting of the design, construction, equipping and related costs of the remodeling of portions of a terminal building, at the Jackson Hole Airport (the “Airport”), (ii) the refunding of the Airport’s Special Facilities Revenue Bond (New Fuel Facility Project) Series 2018A (AMT) and (iii) the expenses incurred in connection with the issuance of the Series 2022 Bonds. The Airport is owned and operated by the Jackson Hole Airport Board.

The Town Council of the Town of Jackson and the Board of Commissioners of the County of Teton will hold a joint public hearing on Monday, February 7, 2022 at [REDACTED] [a.m./p.m.], at the Town Council Chambers, 150 East Pearl Avenue, Jackson, Wyoming, for the purpose of hearing the views of interested members of the public in relation to authorizing this financing. Notice of this public hearing is being published pursuant to Section 147(f) of the Internal Revenue Code of 1986.

Interested persons are invited to submit written comments, speak at the public hearing, or both. Written comments must be received no later than the time of the public hearing and may be submitted either by mail, hand delivery or email to [REDACTED], Jackson Hole Airport, 1250 East Airport Road, P.O. Box 159, Jackson, Wyoming 83001; [E-MAIL].

Dated this 31st day of January 2022.