

Jackson Town Council Regular Meeting

May 2, 2022

6:00 PM

Town Council Chambers

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

I. ZOOM LINK FOR PUBLIC PARTICIPATION

- A. To join, click the link or copy to your browser: <https://us02web.zoom.us/j/85680971402?pwd=amdMeTd2QnVTNzdjOURZRGJNb2Urdz09>
If the link does not work, join at zoom.com with Webinar ID **856 8097 1402** Password: **83001**
or join by phone **+1 346 248 7799** with Webinar ID **856 8097 1402** and Passcode **83001**

II. OPENING

- A. Call to Order and Roll Call
- B. Pledge of Allegiance
- C. Announcements/Proclamations
 - 1. Mental Health Awareness Month Proclamation

III. PUBLIC COMMENT

This section is reserved for 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 does not discuss, debate, or take action on issues raised or comments made under public comment. Council may 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

All matters listed in this section are considered to be of routine nature by the governing body and will be enacted in one motion, unless it is removed from the consent calendar and considered separately by Council. Public comment may be given on any item.

- A. Meeting Minutes
 - 1. April 18, 2022 Special Workshop
 - 2. April 18, 2022 Regular Workshop
 - 3. April 18, 2022 Town Council Meeting
 - 4. April 19, 2022 Special Workshop
- B. Disbursements
- C. Special Event: Center for the Arts Benefit (Carl Pelletier)
- D. Special Event: Farmers Market on Town Square (Carl Pelleiter)
- E. Special Event: Ultimate Towner Amazing Race (Carl Pelletier)
- F. Special Event: JD High Country Outfitter 50th Anniversary Celebration (Carl Pelletier)
- G. Special Event: People's Market (Carl Pelletier)
- H. Bid 22-12 East Pearl Sidewalk (Brian Lenz)

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

- I. Rodeo Malt Beverage Permits (Riley Taylor)
- J. P22-077 Juggernauts Roller Derby Temp Sign
- K. 10 E. Simpson Workforce Rental Deed Restriction (April Norton)
- L. Snow King Center Lease Agreement: Girl Scouts (Lea Colasuonno)

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

- A. Administration
 - 1. Consulting Services Grants (Larry Pardee)
 - 2. WAM Resolutions (Larry Pardee)
 - 3. Parklet Update/Flex Space Resolution (Carl Pelletier)
- B. Housing
 - 1. Consideration of a Housing Opportunity Project at 915 Smith Lane and 910 Simon Lane

VI. RESOLUTIONS

- A. Resolution #22-12: FY22 Budget Amendment #3

VII. ORDINANCES

- A. Ordinance H: Height Amendment (3rd reading, to be designated Ordinance 1316)
- B. Ordinance J: Title 9 - Public Peace, Morals, and Welfare (1st reading)

VIII. MATTERS FROM MAYOR AND COUNCIL

- A. Board and Commission Reports
- B. WAM Summer Conference Voting Delegate

IX. MATTERS FROM THE TOWN MANAGER

- A. Town Manager's Report

X. ADJOURN

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

MENTAL HEALTH AWARENESS MONTH

Recognizing May 2022 as Mental Health Awareness Month

WHEREAS, mental health is essential to every person's overall health and well-being; and

WHEREAS, mental illnesses are real and prevalent in our nation, and everyday millions of people face stigma related to mental health, leaving them to feel alone and isolated; and

WHEREAS, in light of the COVID-19 pandemic, mental health conditions have been exacerbated, leading to approximately more than 3 in 10 adults reporting symptoms of anxiety and/or depressive disorder since May 2020; and

WHEREAS, 29.5% of adults in Wyoming reported symptoms of anxiety and/or depressive disorder in 2021; and

WHEREAS, with early and effective treatment, those individuals with mental illnesses can recover and lead full, productive lives; and

WHEREAS, each business, school, government agency, healthcare provider, organization, and citizen has a responsibility to promote mental wellness and support prevention efforts.

THEREFORE, I, Hailey Morton Levinson, Mayor of the Town of Jackson, do hereby proclaim May 2022 as Mental Health Awareness Month. I also call upon the citizens, government agencies, public and private institutions, businesses, and schools in Jackson to recommit our community to increasing awareness and understanding of mental health, the steps we all can take to protect our mental health, and the need for accessible services for all people with all stages of mental illnesses.

DATED THIS 2nd DAY of MAY 2022.

TOWN OF JACKSON

ATTEST:

Hailey Morton Levinson, Mayor

Riley Taylor, Town Clerk

TOWN COUNCIL PROCEEDINGS - **UNAPPROVED**

April 18, 2022

JACKSON, WYOMING

The Jackson Town Council met in special workshop in the Town Hall Council Chambers located at 150 East Pearl in Jackson, at 9:00 A.M. This meeting was held in-person and through the Zoom platform. Upon roll call the following were found to be present:

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

STAFF: Larry Pardee, Roxanne Robinson, Lea Colasuonno, Kelly Thompson, Bruce Abel, Floren Poliseo, Jonny Ziem, Tyler Sinclair, Steve Ashworth, Lynsey Lenamond, and Riley Taylor.

Budget Discussion – Big Picture & Revenue Review. Larry Pardee and Kelly Thompson made staff comment. Council held discussion with staff.

Council recessed at 10:34 a.m. and reconvened at 10:40 a.m.

Discussion continued. The upcoming budget meeting schedule was presented. A motion was made by Arne Jorgensen and seconded by Jim Rooks to continue discussion until the Town's next scheduled budget meeting on Monday April 25th, 2022 starting at 9:00AM, in County Commissioners Chamber OR Virtual.

Adjourn. A motion was made by Jonathan Schechter and seconded by Jim Rooks 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 11:40 p.m. Minutes: rt

TOWN OF JACKSON

ATTEST:

Hailey Morton Levinson, Mayor

Riley Taylor, Town Clerk

Publish JH News & Guide: April 27, 2022

TOWN COUNCIL PROCEEDINGS – UNAPPROVED

April 18, 2022

JACKSON, WYOMING

The Jackson Town Council met in special workshop in the Town Hall Council Chambers located at 150 East Pearl in Jackson, at 1:30 P.M. This meeting was held in-person and through the Zoom platform. Upon roll call the following were found to be present:

TOWN COUNCIL: *In-person*: Mayor Hailey Morton Levinson, Arne Jorgensen, and Jim Rooks. Jessica Sell Chambers was absent. Jonathan Schechter joined at 1:38pm.

STAFF: Larry Pardee, Roxanne Robinson, Lea Colasuonno, Kelly Thompson, Michael Palazzolo, Floren Poliseo, Tyler Sinclair, Paul Anthony, Russ Ruschill, Carl Pelletier, Susan Scarlata, Lynsey Lenamond, and Riley Taylor.

Director Updates. Jeromie Traphagan, Russ Ruschill, and Floren Poliseo provided updates for the Police and Public Works Departments.

Downtown Paid Parking RFP. Paul Anthony made staff comment. Council held discussion with staff. Anna Olson made public comment. A motion was made by Arne Jorgensen and seconded by Jonathan Schechter to direct staff to postpone further action on a downtown paid parking program until after FY23. Mayor Morton Levinson called for the vote. The vote showed 4-0 in favor with Sell Chambers after and the motion carried.

WAM Resolutions. Larry Pardee made staff comment. Council held discussion with staff. A motion was made by Jonathan Schechter and seconded by Arne Jorgensen to direct staff to finalize the Resolution related to broadening local revenue options and explore resolutions for a cost-of-living analysis by county and the statewide escalation of property taxes. The vote showed 4-0 in favor with Sell Chambers after and the motion carried.

Adjourn. A motion was made by Jim Rooks 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 3:07 p.m. Minutes: rt

TOWN OF JACKSON

ATTEST:

Hailey Morton Levinson, Mayor

Riley Taylor, Town Clerk

Publish JH News & Guide: April 27, 2022

TOWN COUNCIL PROCEEDINGS - UNAPPROVED

April 18, 2022

JACKSON, WYOMING

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

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

STAFF: Larry Pardee, Roxanne Robinson, Lea Colasuonno, Tyler Sinclair, Paul Anthony, Michael Palazzolo, Carl Pelletier, Floren Poliseo, Susan Scarlata, Kelly Thompson, Lynsey Lenamond, and Riley Taylor.

Mayor Morton Levinson led those in attendance in the Pledge of Allegiance and proclaimed Monday, May 9th through Saturday, May 14th as Community Spring Clean-Up Week and Saturday, May 7th through Sunday, May 15th as Spring Burn Week.

Public Comment. Sven Jorgensen made public comment.

Consent Calendar. A motion was made by Jonathan Schechter and seconded by Jessica Sell Chambers to approve the consent calendar including items A-B as presented with the following motions.

A. **Meeting Minutes.** To approve the meeting minutes as presented for the April 11, 2022 Special Meeting.

B. **Disbursements.** To approve the disbursements as presented.

There was no public comment on the consent calendar. Mayor Morton Levinson called for the vote. The vote showed all in favor and the motion carried.

Special Event: Mondays in May. A motion was made by Arne Jorgensen and seconded by Jessica Sell Chambers to approve the special event application subject to the following conditions and restrictions:

1. The applicant shall abide by any additional conditions not listed in this staff report as directed by the Town Council.
2. The applicant shall abide by all state and local health orders in place during the event.
3. The applicant will work with the Teton County Health Department in efforts to implement practices that help mitigate the potential spread of COVID-19.
4. The applicant shall provide to the Town in advance of the event an insurance certificate that names the "Town of Jackson as an additional insured including its Officers, Officials, Employees, and Volunteers" and must also state that coverage is primary and non-contributory. Insurance limits must be at least \$1,000,000/occurrence and \$1,000,000 aggregate. The additional insured language on the certificate may not include any limitations or exclusions. The insurance must include alcohol liability.
5. The applicant shall provide additional trash receptacles. Parks and Recreation indicated that they would require 1 extra trash can for every food truck present.
6. The applicant shall provide one additional port-o-potty for each event.
7. No vehicles, equipment, trailers, etc. shall be parked on any grass or turf areas at the site unless turf protection measures are in place and have been approved by the parks manager.
8. Vendors shall not dump hot water or other liquids on the turf.
9. If generators are staged in the native or turf areas, the generators shall not be placed directly on the native grass or the turf. A barrier approved by the fire marshal shall be used.

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

Special Event: Old West Days. Anna Olson made public comment. A motion was made by JIM Rooks and seconded by Jessica Sell Chambers to approve the special event application subject to the following conditions

1. The applicant will adhere to all federal, state or local health orders in place at the start of the concert.
2. The applicant will work with the Teton County Health Department in efforts to implement practices that help mitigate the potential spread of COVID-19.
3. The applicant shall clean up immediately after the event and shall be responsible for the removal of all refuse and recycled material generated by the event.
4. All town ordinances, including noise and animals (including the prohibition of dogs in any town park) shall apply to all events except where specifically granted relief by the Town Council.
5. The applicant shall advise and instruct all participants on the conditions, restrictions, prohibitions and responsibilities imposed on this event and assist in their enforcement.
6. The applicant shall conduct all activities in a responsible, professional and timely manner.
7. The applicant shall notify, in advance, all business affected by the street closures and shall provide advance community radio and/or newspaper announcements regarding the event, the street closures, and the promotion of free parking in area public parking lots.
8. The applicant shall not block the store fronts of businesses with service vehicles or trailers for longer than one hour.
9. Insurance: An insurance certificate that names the "Town of Jackson as an additional insured including its Officers, Officials, Employees, and Volunteers" and states that coverage is primary and non-contributory is required for every event. Insurance limits must be at least \$1,000,000/occurrence and \$1,000,000 aggregate. The additional insured language on the certificate may not include any limitations or exclusions. Insurance certificates are subject to the review and approval of the Town attorney.
10. The applicant shall obtain an Exposition License for the Town of Jackson covering the days of the events. Social security numbers for all vendors shall be provided to the Finance Department at least 10 days prior to the event.
11. Per Section 5.20 of the Municipal Code: The applicant shall be responsible for ensuring that all sales tax receipts are remitted to the Wyoming Department of Revenue and in no event later than the thirtieth day of the month following the exposition. [and] e. Acquire and keep on file names, addresses and phone numbers of all participants.
12. The applicant shall obtain the necessary food service permits from Teton County Environmental Health.
13. The applicant shall apply and pay for 24 alcohol permits prior to the events.
14. The applicant shall take all measures necessary to comply with applicable alcohol dispensing laws and regulations, including the prevention of sales to and consumption by minors and the prohibition of consumption off the authorized premises. An ID bracelet system shall be utilized and all ID's checked.
15. Only 16oz or smaller plastic cups (or other 16oz cups pre-approved by the Town) are to be used for beer sales.
16. No more than two beers will be sold to any one person at one time.
17. The applicant shall report any incidents of underage drinking or potential over consumption of alcohol to the Police.
18. The applicant will post no alcohol consumption beyond this point signs at exit points which will be staffed by personnel to monitor participants ensuring that open alcohol does not leave the approved area.
19. Fire department access roads shall have and maintain a clear and unobstructed width of 20 feet and unobstructed vertical clearance of not less than 13 feet 6 inches to allow for emergency vehicle traffic along ALL areas of open and closed streets (IFC 503.2.1). Booths and tents may be erected on either side of street, however, a 20 foot straight path must be provided.
20. All tents having an area in excess of 200 square feet shall require advance permitting through the Fire Department unless open on all sides (IFC 105.6.43)

21. Tents which can hold over 50 or more occupants must provide the Fire Department with a detailed site and floor plan detailing means of egress, seating capacity, location and type of heating and electrical equipment (IFC3103.6).
22. Tents, canopies or membrane structures shall not be located within 20 feet of lot lines, buildings, other tents, canopies or membrane structures, parked vehicles or internal combustion engines (IFC 3103.8.2).
23. Tents must meet the flame propagation performance criteria of NFPA 701 (IFC 3104.2).
24. Combustible materials shall not be located within any tent, canopy or membrane structure in use for public assembly (IFC 3104.5).
25. Smoking shall not be permitted in tents, canopies or membrane structures. Approved "No Smoking" signs shall be conspicuously posted (IFC 3104.6).
26. All open flame devices are strictly prohibited within tents unless approved by the fire code official (IFC 3104.7).
27. Portable 2A:10B-C fire extinguishers shall be provided, one minimum, for tents requiring permits with a 75 foot travel distance (IFC 3104.12).
28. Any cooking performed within tents shall require advance approval by the Fire Department (IFC 3104.15.3 –3104.15.7).
29. Generators and other internal combustion power sources shall be separated from tents, canopies or membrane structures by a minimum of 20 feet and shall be isolated from contact with the public by fencing, enclosure or other approved means (IFC 3104.19).
30. All electrical/temporary power shall be in accordance with the 2011 National Electric Code and subject to inspection from this Department (IFC 605.9).
31. Review and follow all of the guidelines listed on the Jackson Hole Fire/EMS website regarding Special Event Rules, based on the 2012 International Fire Code. These rules can be obtained from the Town of Jackson website.
32. Public Safety Plan: Where the fire code official determines that an indoor or outdoor gathering of persons has an adverse impact on public safety through diminished access to buildings, structures, fire hydrants and fire apparatus access roads or where such gatherings adversely affect public safety services of any kind, the fire code official shall have the authority to order the development of, or prescribe a plan for, the provision of an approved level of public safety (IFC403.2).
33. The applicant shall coordinate the use of the Town Square, including paperwork and applicable fees, with the Parks and Recreation Department.
34. The applicant is required to provide turf protection in front of and behind any table or other exhibit on Town Square where crowds will stand. The applicant shall abide by all Parks & Recreation Department recommendations with regards to turf protection.
35. The applicant shall coordinate the use of electricity with the Parks Manager at least three (3) business days prior to the event.
36. The use of the Parks & Recreation Department bleachers shall be coordinated through that department.
37. No trees or other forestry may be moved, modified, damaged or destroyed to set up booths, tents, or exhibits. No ropes, exhibits or booths may be secured to any live forestry.
38. Use of Town Square shall be subject to the submission to and approval of staff of a detailed site plan, indicating set-up, safety procedures and turf protection, and the imposition of such other conditions or restrictions deemed necessary.
39. No exhibits, tables, chairs, or other equipment shall be placed on walkways as to obstruct pedestrian traffic.
40. Attaching signage of any kind to the antler arches or town square fences is prohibited.
41. Any power cords that cross walkways shall be taped and secured as to avoid a tripping hazard.
42. Light post banners shall be coordinated through the Chamber of Commerce and the Town of Jackson Public Works Department.
43. The applicant must receive permission from the Town Council to display signs within the Town of Jackson before or during their event.
44. The applicant shall be responsible for the production, posting and removal of the no parking signage. The applicant will work with the Jackson Hole Police Department

who will be responsible for removal or towing vehicles parked in designated no parking spaces.

45. The applicant shall coordinate all road closures with the Police Department and shall provide an adequate number of volunteers to assist with traffic control and barricade setup/removal during the event.
46. Barricades and Road Closed signs are available from the Public Works Department. The applicant shall coordinate all barricade and signage needs with the Public Works Department at least three (3) business days prior to the event.
47. All town ordinances, including noise, possession and use of weapons, open fires and animals (including the prohibition of dogs in any town park) shall apply to all events except where specifically granted relief by the Town Council.
48. The Nightly Shootout Gang is prohibited from entering any bars while in possession of a gun used for the performance.
49. All guns used for the Shootout shall be turned in within fifteen minutes of the end of the performance.
50. All use of the Rodeo Grounds shall be coordinated through and subject to the approval of the Fair Board.
51. Anyone camping at the Rodeo Grounds shall indicate that they are affiliated with the group by placing a card in the windshield of their vehicle. Campers are reminded that fires are not permitted.
52. Anyone camping at the Rodeo Grounds shall not have campfires or open fires during the event.
53. Any additional conditions as directed by the Town Council.

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

Summit Connector Chair Placemaking Project. Council held discussion with staff. A motion was made by Jonathan Schechter and seconded by Jessica Sell Chambers approve the use of the FY22 Public Art Capital Funds, in the amount of \$45,000, towards design, construction, and installation of the Summit Connector Chair Placemaking Project. Mayor Morton Levinson called for the vote. The vote showed all in favor and the motion carried.

New Restaurant Liquor License: SRRC Eatery. Mayor Morton Levinson opened the public hearing. Lynsey Lenamond made staff comment. Council held discussion with staff. A motion was made by Arne Jorgensen and seconded by Jessica Sell Chambers to approve the application for a Restaurant liquor license for SRRC Eatery LLC, subject to the following conditions, and further direct the Town Clerk's office to issue the license upon confirmation that the conditions of approval have been met within the timeframe set forth in Wyoming Statute 12-4-103(a)(iv):

1. The Clerk's office shall not issue the license until all required Town licenses and permits have been obtained.
2. Any additional minor corrections deemed necessary by staff and the Wyoming Liquor Division.

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

New Restaurant Liquor License: Just Juice LLC. Mayor Morton Levinson opened the public hearing. Lynsey Lenamond made staff comment. Council held discussion with staff. A motion was made by Jim Rooks and seconded by Jessica Sell Chambers to approve the application for a Restaurant liquor license for Just Juice LLC, subject to the following conditions, and further direct the Town Clerk's office to issue the license upon confirmation that the conditions of approval have been met within the timeframe set forth in Wyoming Statute 12-4-103(a)(iv):

1. The Clerk's office shall not issue the license until all required Town licenses and permits have been obtained.
2. Any additional minor corrections deemed necessary by staff and the Wyoming Liquor Division.

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

P22-048 10 E. Simpson Condominium Subdivision Plat. Arne Jorgensen recused himself. Paul Anthony made staff comment. Council held discussion with staff. A motion was made by Jim Rooks and seconded by Jonathan Schechter to approve Subdivision Plat (P22-048) for 2-unit condominium subdivision to re-subdivide Lot 1 of the Simpson Corner Townhouse Addition to

the Town of Jackson for the property currently addressed at 10 E. Simpson based upon the departmental reviews and the findings presented in this staff report dated April 18, 2022. Mayor Morton Levinson called for the vote. The vote showed 4-0 in favor and the motion carried.

Resolution #22-09 Old Bill's Fun Run – Animal Shelter. A motion was made by Arne Jorgensen and seconded by Jessica Sell Chambers to allow the Animal Shelter to submit an application to The Community Foundation of Jackson Hole's Old Bill's Fun Run 2022. Mayor Morton Levinson called for the vote. The vote showed all in favor and the motion carried.

Resolution #22-10 Old Bill's Fun Run – Victim Services. A motion was made by Arne Jorgensen and seconded by Jessica Sell Chambers to allow Victim Services to submit an application to The Community Foundation of Jackson Hole's Old Bill's Fun Run 2022. Mayor Morton Levinson called for the vote. The vote showed all in favor and the motion carried.

Resolution #22-11 Old Bill's Fun Run – START. A motion was made by Arne Jorgensen and seconded by Jonathan Schechter to allow START to submit an application to The Community Foundation of Jackson Hole's Old Bill's Fun Run 2022. Mayor Morton Levinson called for the vote. The vote showed all in favor and the motion carried.

Ordinances. A motion was made by Jessica Sell Chambers and seconded Jim Rooks to read ordinances in short title. Mayor Morton Levinson called for the vote. The vote showed all in favor and the motion carried.

Ordinance F: An Ordinance Updating Council Salaries

AN ORDINANCE AMENDING AND REENACTING SECTION 1 OF TOWN OF JACKSON ORDINANCE NOS. 1252, 787, 717, 326, AND 226 AND SECTIONS 1-3 OF TOWN OF JACKSON ORDINANCE NO. 1 AND SECTION 2.08.010 OF THE MUNICIPAL CODE OF THE TOWN OF JACKSON REGARDING COMPENSATION FOR MAYOR AND COUNCIL; 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:

Earl Lindel made public comment. A motion was made by Arne Jorgensen and seconded Jonathan Schechter to approve Ordinance F on third reading and designate it no. 1314. Mayor Morton Levinson called for the vote. The vote showed 4-1 in favor with Jim Rooks opposed and Mayor Morton Levinson, Jonathan Schechter, Arne Jorgensen, and Jessica Sell Chambers in favor and the motion carried.

Ordinance H: An Ordinance Limiting the Height of Attached Dwellings

AN ORDINANCE AMENDING AND REENACTING SECTION 1 OF TOWN OF JACKSON ORDINANCE NOS. 1216 AND 1217; SECTION 2 OF TOWN OF JACKSON ORDINANCE NO. 1074 (PART); AND SECTIONS 2.2.8 AND 2.2.9 OF THE TOWN OF JACKSON LAND DEVELOPMENT REGULATIONS REGARDING MAXIMUM ALLOWED HEIGHT AND STORIES OF DETACHED HOMES AND DUPLEX BUILDINGS IN THE NEIGHBORHOOD MEDIUM DENSITY – 2 (NM-2) DISTRICT AND NEIGHBORHOOD HIGH DENSITY (NH-1) DISTRICT.

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

A motion was made by Arne Jorgensen and seconded Jonathan Schechter to approve ordinance H on third reading. Mayor Morton Levinson called for the vote. The vote showed all in favor and the motion carried.

Matters from Mayor and Council.

Alternate Municipal Judge Appointment. Mayor Morton Levinson appointed Dick Stout as an Alternate Municipal Judge. A motion was made by Arne Jorgensen and seconded by Jessica Sell Chambers to consent to the appointment of Dick Stout as an Alternate Municipal Judge. Mayor Morton Levinson called for the vote. The vote showed all in favor and the motion carried.

WAM Summer Convention Travel Authorization. A motion was made by Jonathan Schechter and seconded by Jim Rooks to approve travel expenses for councilmembers and staff who wish to attend the WAM 2022 Summer Conference in Laramie, Wyoming. Mayor Morton Levinson called for the vote. The vote showed all in favor and the motion carried.

Town Manager's Report. A motion was made by Jessica Sell Chambers and seconded by Jonathan Schechter to approve the Town Manager's Report. The Town Manager's Report contained an update on the classification and compensation study and SPET process. Mayor Morton Levinson called for the vote. The vote showed all in favor and the motion carried.

Adjourn. A motion was made by Jonathan Schechter and seconded by Jessica Sell Chambers 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 6:52 p.m. Minutes: rt

TOWN OF JACKSON

ATTEST:

Hailey Morton Levinson, Mayor

Riley Taylor, Town Clerk

Publish JH News & Guide: April 27, 2022

TOWN COUNCIL PROCEEDINGS - **UNAPPROVED**

APRIL 18, 2022

JACKSON, WYOMING

The Jackson Town Council met in special workshop in the Town Hall Council Chambers located at 150 East Pearl in Jackson, at 9:00 A.M. This meeting was held in-person and through the Zoom platform. Upon roll call the following were found to be present:

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

STAFF: Larry Pardee, Roxanne Robinson, Lea Colasuonno, Kelly Thompson, Bruce Abel, Floren Poliseo, Jonny Ziem, Tyler Sinclair, Steve Ashworth, Lynsey Lenamond, and Riley Taylor.

Budget Discussion – Big Picture & Revenue Review. Larry Pardee and Kelly Thompson made staff comment. Council held discussion with staff.

Council recessed at 10:34 a.m. and reconvened at 10:40 a.m.

Discussion continued. The upcoming budget meeting schedule was presented. A motion was made by Arne Jorgensen and seconded by Jim Rooks to continue discussion until the Town's next scheduled budget meeting on Monday April 25th, 2022 starting at 9:00AM, in County Commissioners Chamber OR Virtual.

Adjourn. A motion was made by Jonathan Schechter and seconded by Jim Rooks 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 11:40 p.m. Minutes: rt

TOWN OF JACKSON

ATTEST:

Hailey Morton Levinson, Mayor

Riley Taylor, Town Clerk

Publish JH News & Guide: April 27, 2022

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
6912	ABEL, BRUCE	041122	END OF SEASON EVENT REIMB	04/11/2022	7,693.18	.00	
Total 6912:					7,693.18	.00	
425	ACE EQUIPMENT & SUPPLY	173619	GUTTER BROOM SER, ELGIN G	04/21/2022	2,293.64	.00	
Total 425:					2,293.64	.00	
51	ACE HARDWARE	776433	WASH WINDSHIELD GAL	03/30/2022	17.96	.00	
51	ACE HARDWARE	776594	CAULK SIL TUB ALM10.1OZ, IR	03/31/2022	118.94	.00	
51	ACE HARDWARE	776774	DRYER VENT	04/02/2022	61.47	.00	
51	ACE HARDWARE	777147	ALCOHOL RUBBING 16OZ, TRA	04/05/2022	34.47	.00	
51	ACE HARDWARE	777264	TRAP P 1-1/2"&1-1/4" FRM	04/06/2022	14.99	.00	
51	ACE HARDWARE	777913	PIPE CAP 1/2" & 3/8" BRASS LF	04/13/2022	20.47	.00	
51	ACE HARDWARE	777940	BLADE SAWZAL 9", ZIRCO DISC	04/13/2022	42.47	.00	
51	ACE HARDWARE	777975	GORILLA TAPE WHITE 30YD, G	04/13/2022	25.98	.00	
51	ACE HARDWARE	778283	SPRYPNT 2X S-G HUNTR GRN	04/16/2022	6.49	.00	
51	ACE HARDWARE	779434	GR8 HEX BOLT, LOCKWASHER,	04/26/2022	48.18	.00	
51	ACE HARDWARE	779622	PARTS 50	04/27/2022	21.98	.00	
51	ACE HARDWARE	E78294	AUTO CLEANING SUPPLIES	03/28/2022	119.39	.00	
Total 51:					532.79	.00	
1178	ALAN'S WELDING INC.	52540	ANGLE, FLAT BAR	03/01/2022	436.50	.00	
Total 1178:					436.50	.00	
6686	Allegiance Benefit Plan Manage, I	04112022	claims for 04.11.2022	04/14/2022	11,238.22	11,238.22	04/14/2022
6686	Allegiance Benefit Plan Manage, I	042122	health insurance claims	04/21/2022	8,837.83	8,837.83	04/21/2022
Total 6686:					20,076.05	20,076.05	
5726	AMAZON	11PX-7FNF-FL	SCREEN PROTECTOR	03/23/2022	11.80	.00	
5726	AMAZON	13CF-YW96-Y	SCANNER	04/11/2022	639.85	.00	
5726	AMAZON	14Q9-NKKL-VT	COAT STAND AND CABLES	04/13/2022	356.77	.00	
5726	AMAZON	19NY-HNR3-R	WHITEBOARD	03/30/2022	762.48	.00	
5726	AMAZON	1F99-6WPQ-P	ML KISHIGO BLK MENS CLASS	04/19/2022	135.99	.00	
5726	AMAZON	1JMX-VP1Y-F4	TONER	04/05/2022	335.45	.00	
5726	AMAZON	1JRC-3Y6C-W	ETHERNET CABLE	03/18/2022	102.06	.00	
5726	AMAZON	1PYR-N3WG-3	FRIGIDAIRE ULTRA PURE SOU	04/13/2022	44.98	.00	
5726	AMAZON	1Q3X-F1TG-G	SCANNERS	04/18/2022	2,331.94	.00	
5726	AMAZON	1VDF-1TJF-4J	PRIVACY SCREENS	03/29/2022	143.98	.00	
5726	AMAZON	1VMT-YGWP-	GREEN MOUNTAIN COFFEE RO	04/16/2022	83.97-	.00	
5726	AMAZON	1VMT-YGWP-	GREEN MOUNTAIN COFFEE RO	04/16/2022	83.97	.00	
5726	AMAZON	1VMT-YGWP-	GREEN MOUNTAIN COFFEE RO	04/16/2022	83.97	.00	
5726	AMAZON	1WQY-1376-Y6	BATTERY	03/18/2022	135.80	.00	
5726	AMAZON	1X66-MCXT-T	CABLES AND GPS HANDHELD	03/21/2022	862.09	.00	
Total 5726:					5,947.16	.00	
435	AMCOR INC.	230214037	HOOD	03/21/2022	1,020.00	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 435:					1,020.00	.00	
3530	AMSOIL INC	20508277 RI	SYNTHETIC 15W40 SS DIESEL	02/22/2022	17,596.82	.00	
3530	AMSOIL INC	205401458 RI	CREDIT: SYNTHETIC 15W40 SS	02/18/2022	1,246.39-	.00	
Total 3530:					16,350.43	.00	
6575	APEX SAGE INC	040822	DECK DEMO & LABOR @ CLS B	04/08/2022	500.00	.00	
6575	APEX SAGE INC	040922	LABOR & MATERIALS@ WWTP	04/09/2022	5,393.30	.00	
6575	APEX SAGE INC	041022	SUNRAIL- RAILS @ SI-FERRIN	04/10/2022	2,806.00	.00	
Total 6575:					8,699.30	.00	
4389	APPLE INC	AH39357688	KEYBOARDS	04/18/2022	658.00	.00	
Total 4389:					658.00	.00	
7015	ARROWHEAD SCIENTIFIC, INC	146652	ULTRALIGHT	04/01/2022	1,416.52	.00	
Total 7015:					1,416.52	.00	
1783	AT&T	287259163099	charges for account 28725916309	04/16/2022	1,223.50	.00	
1783	AT&T	287272169264	MONTHLY ACCOUNT 287272169	03/20/2022	43.23	.00	
Total 1783:					1,266.73	.00	
7009	BEIERWALTES, ALEXANDER	042222	RETURN BOND CASE 22-01-019	04/22/2022	1,740.00	1,740.00	04/22/2022
Total 7009:					1,740.00	1,740.00	
4774	BIG R RANCH & HOME	1553622	MUCK CHORE HI STEEL TOE	04/13/2022	159.95	.00	
Total 4774:					159.95	.00	
4485	BLISS CARGO	15306	EMERGENCT ECONOMIC FUEL	04/18/2022	37.52	.00	
Total 4485:					37.52	.00	
6727	BRIGGS, ERIC L	14026	GLOVEWORKS	04/21/2022	29.95	.00	
Total 6727:					29.95	.00	
5996	BRIGHTLY	INV-107440	CUSTOM REPORTS	03/28/2022	760.00	.00	
5996	BRIGHTLY	INV-108041	PORTAL CONFIGURATON	03/31/2022	2,850.00	.00	
Total 5996:					3,610.00	.00	
3303	BRISTOL, JAMES	6581	WINDOW ENVELOPES	04/19/2022	345.00	.00	
Total 3303:					345.00	.00	
4473	BROWER PSYCHOLOGICAL SE	3779	POST EVALUATION	04/01/2022	325.00	.00	
Total 4473:					325.00	.00	
6051	CARPETS PLUS COLORTILE	7479	MATERIALS & LABOR @ 110 VI	02/07/2022	8,950.70	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 6051:					8,950.70	.00	
5	CARQUEST AUTO PARTS INC.	6090-564870	CO DIATOM OIL ABSORB	04/04/2022	48.92	.00	
5	CARQUEST AUTO PARTS INC.	6090-565099	WHL WT, FRT	04/06/2022	152.90	.00	
5	CARQUEST AUTO PARTS INC.	6090-565962	GAUGE AIR	04/13/2022	19.99	.00	
5	CARQUEST AUTO PARTS INC.	6090-566158	LIGHT BULB SOCKET	04/15/2022	10.40	.00	
5	CARQUEST AUTO PARTS INC.	6090-567222	CARRG BOLT, LOCK NUT	04/26/2022	14.20	.00	
Total 5:					246.41	.00	
4707	CELLEBRITE USA	INVUS240842	EXTRACTION	03/29/2022	3,080.00	.00	
Total 4707:					3,080.00	.00	
7004	CENTER FOR EQUITY AND INC	3704	FACILLITATOR INTENSIVE APRI	03/09/2022	4,000.00	4,000.00	04/14/2022
Total 7004:					4,000.00	4,000.00	
544	CENTURYLINK	289110669	CL account 75912352	04/20/2022	179.20	.00	
544	CENTURYLINK	307-111-5050-	307-111-5050 246m	04/07/2022	2,038.38	.00	
544	CENTURYLINK	307-733-33106	307-733-3106 742B	04/13/2022	41.41	.00	
Total 544:					2,258.99	.00	
6001	CIVICPLUS	224613	HOSTING AND SUPPORT	04/26/2022	9,167.00	.00	
Total 6001:					9,167.00	.00	
7011	CONTINENTAL DIVIDE HOLDIN	042222	RETURN BOND B20-0793	04/22/2022	1,000.00	1,000.00	04/22/2022
Total 7011:					1,000.00	1,000.00	
4887	CONTROL SYSTEM TECHNOLO	10400	CONTROL SERVICE @ WWTP	04/13/2022	300.00	.00	
Total 4887:					300.00	.00	
5002	CUSTOM ELECTRONIC CONSU	04763	AUDIO SYSTEM MONTHLY MAI	03/17/2022	4,562.88	.00	
5002	CUSTOM ELECTRONIC CONSU	04764	VIDEO SYSTEM MONTHLY MAI	03/17/2022	6,938.40	.00	
Total 5002:					11,501.28	.00	
4918	DEAN'S PEST CONTROL LLC	68573	SMALL RODENT CONTROL @	02/09/2022	100.00	.00	
4918	DEAN'S PEST CONTROL LLC	68826	EVERY OTHER MOUNT MOUSE	02/18/2022	50.00	.00	
4918	DEAN'S PEST CONTROL LLC	69169	SMALL RODENT CONTROL @	03/10/2022	100.00	.00	
4918	DEAN'S PEST CONTROL LLC	69420	EVERY OTHER MONTH MOUSE	03/28/2022	50.00	.00	
4918	DEAN'S PEST CONTROL LLC	69458	SMALL RODENT CONTROL @ S	03/14/2022	100.00	.00	
Total 4918:					400.00	.00	
65	DELCON INC	116599	PROJ: 104-5-5102- SNOW KING	03/31/2022	352.45	.00	
Total 65:					352.45	.00	
6958	DISH	825570708267	MONTHLY SERVICE	04/09/2022	229.19	.00	
Total 6958:					229.19	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
6883	DIVISION OF CHILD SUPPORT	042222	DCSE CASE #0005405448	04/22/2022	509.23	509.23	04/22/2022
Total 6883:					509.23	509.23	
6939	DYNAMIC CONTROLS, LLC	35363	PROJ: 51150- TOJ- TOWN HALL	04/12/2022	5,830.61	.00	
Total 6939:					5,830.61	.00	
3408	E.R. OFFICE EXPRESS	19366	CUSTOM X-LARGE STAMP	04/04/2022	57.50	.00	
3408	E.R. OFFICE EXPRESS	19371	OFFICE SUPPLIES	04/07/2022	87.54	.00	
3408	E.R. OFFICE EXPRESS	19373	Paper & OFFICE SUPPLIES	04/07/2022	212.30	.00	
3408	E.R. OFFICE EXPRESS	19409	FOLDERS	04/19/2022	112.66	.00	
Total 3408:					470.00	.00	
502	ELECTRICAL WHSLE SUPPLY C	S5242466.001	NM1 SC NO-KO'S	02/28/2022	34.00	.00	
Total 502:					34.00	.00	
6451	ELITE PARTS	2095	PNEUMATIC FOOT ASSEMBLY	03/23/2022	4,764.61	.00	
Total 6451:					4,764.61	.00	
1134	ENERGY LABORATORIES INC.	465636	WORK ORDER	04/14/2022	45.00	.00	
Total 1134:					45.00	.00	
5131	ENOW, INC.	00001599	tier 4 license	03/14/2022	1,050.00	.00	
Total 5131:					1,050.00	.00	
6552	ETNA TRADE PARK LLC	041122	STAR VALLEY BUS STORAGE M	04/11/2022	3,230.00	3,230.00	04/14/2022
Total 6552:					3,230.00	3,230.00	
3195	FERGUSON ENTERPRISES, IN	0288963	WATERSENTRY PLUS FLTR LK	03/25/2022	84.75	.00	
Total 3195:					84.75	.00	
2549	FIRST TRANSIT	11790719	CONTRACT SERVICES	04/04/2022	26,968.46	.00	
2549	FIRST TRANSIT	11790724	CONTRACT SERVICES	04/04/2022	19,927.09	.00	
2549	FIRST TRANSIT	11790725	CONTRACT SERVICES	04/04/2022	22,488.37	.00	
Total 2549:					69,383.92	.00	
4709	FLEETPRIDE	98158281	AUTOMATIC SLACK	04/19/2022	132.62	.00	
4709	FLEETPRIDE	98172816	TIMKEN BEARING SET, TIMKEN	04/20/2022	172.26	.00	
Total 4709:					304.88	.00	
6605	FLOYD'S TRUCK CENTER	X303019659:0	MUSH SHOE INNER TUBE, FRT	01/14/2022	780.94	.00	
Total 6605:					780.94	.00	
5968	GARRETT, ROBERT	040822	DOT PHYSICAL	04/08/2022	155.00	.00	
Total 5968:					155.00	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
564	GEMPLERS INC.	INV000449767	(6) TINGLEY PHASE 3 HI VIZ SH	04/14/2022	623.94	.00	
Total 564:					623.94	.00	
6957	GERTA LLC	041122	HEIDELBERG MASTER LEASE	04/11/2022	2,575.00	2,575.00	04/14/2022
Total 6957:					2,575.00	2,575.00	
4212	GILLIG LLC	40909097	TAAP WINDSHIELD WASHER P	04/11/2022	21.36	.00	
4212	GILLIG LLC	40909464	W/S WIPER BLADE	04/12/2022	258.00	.00	
4212	GILLIG LLC	40911933	GAS SPRING BALL STUD, GAS	04/20/2022	92.76	.00	
Total 4212:					372.12	.00	
3879	GROSSENBACHER BROS, INC	48359	POLICE NOTBOOKS	10/11/2021	375.00	.00	
Total 3879:					375.00	.00	
96	HIGH COUNTRY LINEN	0302924	BUILDING MAINT: TOWN HALL-	02/22/2022	266.26	.00	
96	HIGH COUNTRY LINEN	0307257	BUILDING MAINT: HOME RANC	03/21/2022	20.79	.00	
96	HIGH COUNTRY LINEN	0307258	BUILDING MAINT: SI-FERRIN- M	03/21/2022	16.54	.00	
96	HIGH COUNTRY LINEN	0307857	UNIFORMS: SEWER	03/24/2022	6.65	.00	
96	HIGH COUNTRY LINEN	0307857	BUILDING MAINT: PUBLIC WOR	03/24/2022	6.45	.00	
96	HIGH COUNTRY LINEN	0307857	UNIFORMS: FACILITY	03/24/2022	6.65	.00	
96	HIGH COUNTRY LINEN	0307857	UNIFORMS: FLEET	03/24/2022	31.08	.00	
96	HIGH COUNTRY LINEN	0307857	UNIFORMS: ADMIN	03/24/2022	5.56	.00	
96	HIGH COUNTRY LINEN	0307857	UNIFORMS: WATER	03/24/2022	17.21	.00	
96	HIGH COUNTRY LINEN	0307857	UNIFORMS: STREET	03/24/2022	40.46	.00	
96	HIGH COUNTRY LINEN	0307857	UNIFORMS: ADMIN	03/24/2022	4.42	.00	
96	HIGH COUNTRY LINEN	0307857	BUILDING MAINT: PUBLIC WOR	03/24/2022	16.51	.00	
96	HIGH COUNTRY LINEN	0307857	UNIFORMS: WWTP	03/24/2022	17.20	.00	
96	HIGH COUNTRY LINEN	0308958	UNIFORMS: STREET	03/31/2022	40.46	.00	
96	HIGH COUNTRY LINEN	0308958	UNIFORMS: ADMIN	03/31/2022	4.42	.00	
96	HIGH COUNTRY LINEN	0308958	BUILDING MAINT: PUBLIC WOR	03/31/2022	6.45	.00	
96	HIGH COUNTRY LINEN	0308958	UNIFORMS: FACILITY	03/31/2022	6.65	.00	
96	HIGH COUNTRY LINEN	0308958	UNIFORMS: SEWER	03/31/2022	9.40	.00	
96	HIGH COUNTRY LINEN	0308958	UNIFORMS: FLEET	03/31/2022	31.08	.00	
96	HIGH COUNTRY LINEN	0308958	BUILDING MAINT: PUBLIC WOR	03/31/2022	13.60	.00	
96	HIGH COUNTRY LINEN	0308958	UNIFORMS: WWTP	03/31/2022	17.20	.00	
96	HIGH COUNTRY LINEN	0308958	UNIFORMS: WATER	03/31/2022	17.21	.00	
96	HIGH COUNTRY LINEN	0308958	UNIFORMS: ADMIN	03/31/2022	5.56	.00	
96	HIGH COUNTRY LINEN	0309484	BUILDING MAINT: SI-FERRIN- M	04/04/2022	16.54	.00	
96	HIGH COUNTRY LINEN	0309487	BUILDING MAINT: HOME RANC	04/04/2022	50.79	.00	
96	HIGH COUNTRY LINEN	0309972	UNIFORMS: ADMIN	04/07/2022	5.56	.00	
96	HIGH COUNTRY LINEN	0309972	UNIFORMS: FLEET	04/07/2022	31.08	.00	
96	HIGH COUNTRY LINEN	0309972	UNIFORMS: WATER	04/07/2022	17.21	.00	
96	HIGH COUNTRY LINEN	0309972	BUILDING MAINT: PUBLIC WOR	04/07/2022	115.24	.00	
96	HIGH COUNTRY LINEN	0309972	UNIFORMS: WWTP	04/07/2022	17.20	.00	
96	HIGH COUNTRY LINEN	0309972	UNIFORMS: ADMIN	04/07/2022	4.42	.00	
96	HIGH COUNTRY LINEN	0309972	UNIFORMS: SEWER	04/07/2022	9.40	.00	
96	HIGH COUNTRY LINEN	0309972	BUILDING MAINT: PUBLIC WOR	04/07/2022	6.45	.00	
96	HIGH COUNTRY LINEN	0309972	UNIFORMS: FACILITY	04/07/2022	6.65	.00	
96	HIGH COUNTRY LINEN	0309972	UNIFORMS: STREET	04/07/2022	40.46	.00	
96	HIGH COUNTRY LINEN	0310725	MATS @ SHELTER	04/13/2022	64.88	.00	
96	HIGH COUNTRY LINEN	0310897	BUILDING MAINT: PUBLIC WOR	04/14/2022	13.60	.00	
96	HIGH COUNTRY LINEN	0310897	UNIFORMS: WWTP	04/14/2022	17.20	.00	
96	HIGH COUNTRY LINEN	0310897	UNIFORMS: WATER	04/14/2022	17.21	.00	
96	HIGH COUNTRY LINEN	0310897	UNIFORMS: ADMIN	04/14/2022	4.42	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
96	HIGH COUNTRY LINEN	0310897	UNIFORMS: STREET	04/14/2022	40.46	.00	
96	HIGH COUNTRY LINEN	0310897	BUILDING MAINT: PUBLIC WOR	04/14/2022	6.45	.00	
96	HIGH COUNTRY LINEN	0310897	UNIFORMS: FACILITY	04/14/2022	6.65	.00	
96	HIGH COUNTRY LINEN	0310897	UNIFORMS: ADMIN	04/14/2022	5.56	.00	
96	HIGH COUNTRY LINEN	0310897	UNIFORMS: FLEET	04/14/2022	31.08	.00	
96	HIGH COUNTRY LINEN	0310897	UNIFORMS: SEWER	04/14/2022	2.75	.00	
Total 96:					1,139.07	.00	
6041	HOLE FOOD RESCUE	041222	4TH QUARTER	04/12/2022	5,000.00	5,000.00	04/14/2022
Total 6041:					5,000.00	5,000.00	
4044	IDAHO FALLS PETERBILT	600490	FILTER OIL DUAL	02/15/2022	274.50	.00	
4044	IDAHO FALLS PETERBILT	603318	KIT BRAKE PAD EX H	04/18/2022	766.94	.00	
4044	IDAHO FALLS PETERBILT	607514	FILTER OIL DUAL	04/21/2022	202.48	.00	
4044	IDAHO FALLS PETERBILT	607555	FILTER FUEL WATER, FILTER F	04/21/2022	165.05	.00	
Total 4044:					1,408.97	.00	
6105	INFINITE HYDRAULICS LLC	2356	REPAIR- SAUER MOTOR IHR-29	03/30/2022	204.89	.00	
Total 6105:					204.89	.00	
106	INTERSTATE BATTERY	22252998	(3) STM-24	04/11/2022	311.85	.00	
106	INTERSTATE BATTERY	22253050	(2) MT-78	04/18/2022	215.90	.00	
106	INTERSTATE BATTERY	22253114	(1) MT-34, (1) MT-78	04/25/2022	215.90	.00	
Total 106:					743.65	.00	
110	INTERWEST SUPPLY COMPANY	IN0095946	CURVED GRADER BLADE, PLO	02/10/2022	4,180.60	.00	
Total 110:					4,180.60	.00	
618	IPRO TECH, LLC	INV34847	TECH SERVICES	04/01/2022	2,000.00	.00	
618	IPRO TECH, LLC	INV34848	TECH SERVICES	03/31/2022	1,000.00	.00	
Total 618:					3,000.00	.00	
2	JACKSON CURBSIDE INC.	00029865	RECYCLING @ PUBLIC WORKS	04/10/2022	195.00	.00	
Total 2:					195.00	.00	
6931	JACKSON DOWTOWNER, LLC	1005	FEBRUARY BILLING	03/15/2022	64,463.49	.00	
6931	JACKSON DOWTOWNER, LLC	1006	MARCH BILLING	04/15/2022	67,512.24	.00	
Total 6931:					131,975.73	.00	
7005	JACKSON HOLE BAKLAVA	041122	BUSINESS LICENSE DENIED	04/11/2022	74.00	74.00	04/14/2022
Total 7005:					74.00	74.00	
131	JACKSON HOLE NEWS & GUID	328407	AD#404392	04/20/2022	136.80	.00	
131	JACKSON HOLE NEWS & GUID	334242	AD#400665	12/22/2021	441.20	.00	
131	JACKSON HOLE NEWS & GUID	337682	AD#403855	03/30/2022	628.43	.00	
131	JACKSON HOLE NEWS & GUID	337683	AD#403856	03/30/2022	64.13	.00	
131	JACKSON HOLE NEWS & GUID	337684	AD#403857	03/30/2022	9,033.08	.00	
131	JACKSON HOLE NEWS & GUID	338124	AD#404116	04/13/2022	387.60	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
131	JACKSON HOLE NEWS & GUID	338200	AD#403808	04/13/2022	201.00	.00	
131	JACKSON HOLE NEWS & GUID	338201	AD#404219	04/13/2022	175.28	.00	
131	JACKSON HOLE NEWS & GUID	338202	AD#404006	04/13/2022	85.50	.00	
131	JACKSON HOLE NEWS & GUID	338203	AD#404007	04/13/2022	94.06	.00	
131	JACKSON HOLE NEWS & GUID	338249	AD#404218	04/13/2022	38.48	.00	
131	JACKSON HOLE NEWS & GUID	338315	AD#404464	04/20/2022	571.20	.00	
131	JACKSON HOLE NEWS & GUID	338316	AD#404465	04/20/2022	571.20	.00	
131	JACKSON HOLE NEWS & GUID	338317	AD#404468	04/20/2022	571.20	.00	
131	JACKSON HOLE NEWS & GUID	338318	AD#403800	04/20/2022	204.00	.00	
131	JACKSON HOLE NEWS & GUID	338405	AD#404394	04/20/2022	94.05	.00	
131	JACKSON HOLE NEWS & GUID	338406	AD#404393	04/20/2022	615.00	.00	
Total 131:					13,912.21	.00	
5084	JACKSON HOLE SECURITY, LL	11637	ALARM RESPONSE FOR MARC	04/01/2022	500.00	.00	
5084	JACKSON HOLE SECURITY, LL	11655	ALARM RESPONSE @ 400 E SN	04/14/2022	1,500.00	.00	
5084	JACKSON HOLE SECURITY, LL	1757	SERVICE VISIT/ TRIP VISIT: ABC	02/10/2022	489.50	.00	
Total 5084:					2,489.50	.00	
114	JACKSON LUMBER INC	0000756194-0	BLUE MASKING TAPE, DISC, G	03/30/2022	120.67	.00	
114	JACKSON LUMBER INC	0000756551-0	SILCA SANS	03/31/2022	8.95	.00	
114	JACKSON LUMBER INC	0000759476-0	MARKING PAINT	04/12/2022	153.36	.00	
114	JACKSON LUMBER INC	0000763316-0	2" T30 MILW POWER BIT, IMPAC	04/25/2022	199.46	.00	
114	JACKSON LUMBER INC	FC0322-00000	FINANCE CHARGE FOR MARCH	03/31/2022	1.81	.00	
Total 114:					484.25	.00	
115	JACKSON PAINT AND GLASS, I	I124117	LABOR TO INSTALL START BUS	10/26/2021	570.00	.00	
115	JACKSON PAINT AND GLASS, I	I124769	LABOR, CI TEMP IG	12/29/2021	514.82	.00	
115	JACKSON PAINT AND GLASS, I	I125025	LABOR WINDOW IN GRADER R	01/26/2022	196.00	.00	
115	JACKSON PAINT AND GLASS, I	I125036	CLEAR MIRROR, LABOR	01/27/2022	473.58	.00	
115	JACKSON PAINT AND GLASS, I	I125156	LABOR SHOP- CLEAR PLEXIGL	02/09/2022	201.86	.00	
Total 115:					1,956.26	.00	
6890	JAMF SOFTWARE, LLC	INV240053	JAMF CONNECT	03/14/2022	1,324.75	.00	
Total 6890:					1,324.75	.00	
7006	JAMISON, PAUL	041122	REFUND UTILITY CREDIT	04/11/2022	36.26	36.26	04/14/2022
Total 7006:					36.26	36.26	
139	JORGENSEN ASSOCIATES, PC	48525	PROJ: 19145 TOJ/NORTH KING	03/28/2022	1,132.50	.00	
Total 139:					1,132.50	.00	
2485	KENWORTH SALES COMPANY	IDFIN5123433	TEFLON SEAL	04/19/2022	375.64	.00	
Total 2485:					375.64	.00	
4102	LACAL EQUIPMENT, INC	0363767-IN	LONG RUBBER DIRT RUNNER,	04/19/2022	230.10	.00	
Total 4102:					230.10	.00	
6585	LAWNGEVITY	INV-115141	PROJ: 103-21-329- TOJ- 155 W P	02/28/2022	65.00	.00	
6585	LAWNGEVITY	INV-116788	PROJ: 103-21-329- TOJ- 155 W P	03/31/2022	65.00	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 6585:					130.00	.00	
6847	LENAMOND, LYNSEY	042222	AIRFARE	04/22/2022	529.20	.00	
Total 6847:					529.20	.00	
5691	LEPCO	47652	WESTMATIC MOTOR, LABOR, O	03/23/2022	2,925.75	.00	
Total 5691:					2,925.75	.00	
7007	LITTLE HOUSE LLC	041822	RELEASE BOND 40 SOUTH JEA	04/18/2022	4,968.75	4,968.75	04/18/2022
Total 7007:					4,968.75	4,968.75	
4380	LONG BUILDING TECHNOLOGI	JC148002	DESIGN MOBILIZATION, EQUIP	04/13/2022	10,495.00	.00	
Total 4380:					10,495.00	.00	
6526	LSC TRANSPORTATION CONSU	61778	ON-CAL CONTRACT	04/06/2022	1,627.50	.00	
Total 6526:					1,627.50	.00	
7003	LYONS, FRANK	040722	REFUND 14135400	04/07/2022	801.59	801.59	04/14/2022
Total 7003:					801.59	801.59	
998	METROQUIP INC	W02072	ELGIN BROOM BADGER	02/24/2022	5,149.46	.00	
Total 998:					5,149.46	.00	
5344	MEXIA, DOMINGO	137	COURT INTERPRETING	04/12/2022	880.00	.00	
Total 5344:					880.00	.00	
6770	MOBILITY FOREFRONT LLC	MFFINV0103	MAY RENT	04/15/2022	70,000.00	.00	
Total 6770:					70,000.00	.00	
7012	MORGAN, TRISSTA LYMAN	042222	RETURN HOUSING MITIGATION	04/22/2022	9,403.36	.00	
Total 7012:					9,403.36	.00	
5717	MORILLON-ARELLANO, SHELLI	042622	TRAVEL EXPENSES	04/26/2022	39.33	.00	
Total 5717:					39.33	.00	
1235	MOTOROLA INC.	2258574	DEPOT REPAIRS SERVICE CEN	03/10/2022	615.00	.00	
Total 1235:					615.00	.00	
4817	MOUNTAIN ELECTRICAL	3505	LIGHT BULB, SERVICE TECH	03/23/2022	266.48	.00	
Total 4817:					266.48	.00	
4623	MSC INDUSTRIAL SUPPLY CO	5348495001	BRAKE CLNR, HX SCREW, 50 A	04/15/2022	198.93	.00	
4623	MSC INDUSTRIAL SUPPLY CO	5348509001	HI ADH FLOW, WIRE VINYL, TE	04/15/2022	221.90	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 4623:					420.83	.00	
257	NAPA AUTO PARTS INC.	043642	IMPACT SOCKET, REDUCER	01/19/2022	19.98	19.98	04/14/2022
257	NAPA AUTO PARTS INC.	048766	LOCK	02/15/2022	145.99	.00	
257	NAPA AUTO PARTS INC.	050299	ANTIFREEZE	02/23/2022	28.11	.00	
257	NAPA AUTO PARTS INC.	051074	CAP SCREW, LOCK NUT, WASH	02/28/2022	4.86	4.86	04/14/2022
257	NAPA AUTO PARTS INC.	053176	HYBRID BLADE 24"	03/11/2022	19.79	19.79	04/14/2022
257	NAPA AUTO PARTS INC.	054214	NAPAGOLD AIR FILTER	03/17/2022	42.04	.00	
257	NAPA AUTO PARTS INC.	055234	CREDIT FOR WARRANTY & TO	03/23/2022	1.20-	1.20-	04/14/2022
257	NAPA AUTO PARTS INC.	055523	BATT CABLE CONNECTOR	03/24/2022	36.49	.00	
257	NAPA AUTO PARTS INC.	056546	TAPE-A-WEIGHT, FRT	03/30/2022	54.98	.00	
257	NAPA AUTO PARTS INC.	057420	NAPA GOLD CAB FILTER,	04/04/2022	29.67	.00	
257	NAPA AUTO PARTS INC.	057945	OIL SEAL	04/07/2022	78.86	.00	
257	NAPA AUTO PARTS INC.	058033	NAPA ULTRA PREMIUM	04/07/2022	85.94	.00	
257	NAPA AUTO PARTS INC.	058189	IMPACT SOCKET	04/08/2022	53.49	.00	
257	NAPA AUTO PARTS INC.	058377	NAPAGOLD OIL FILTER	04/09/2022	47.52	.00	
257	NAPA AUTO PARTS INC.	058419	ENR ELECT BATTERY	04/09/2022	14.38	.00	
257	NAPA AUTO PARTS INC.	058519	LUCAS FUEL TREAT	04/11/2022	5.88	.00	
257	NAPA AUTO PARTS INC.	058740	CREDIT: IMPACT SOCKET, TIRE	04/12/2022	25.35-	.00	
257	NAPA AUTO PARTS INC.	058875	SEAL, WHEEL NUT	04/12/2022	26.42	.00	
257	NAPA AUTO PARTS INC.	058890	DISC PAD	04/12/2022	60.99	.00	
257	NAPA AUTO PARTS INC.	059071	ADAPTER, COUPLING, CHUCK	04/13/2022	55.83	.00	
257	NAPA AUTO PARTS INC.	059100	GRAY PRI, KRYLON FARM-YELL	04/13/2022	34.57	.00	
257	NAPA AUTO PARTS INC.	059156	SILENT GUARD BR	04/13/2022	39.99	.00	
257	NAPA AUTO PARTS INC.	059169	ALTERNATOR, CORE DEPOSIT	04/13/2022	178.22	.00	
257	NAPA AUTO PARTS INC.	059283	NAPA SILENT	04/14/2022	79.98	.00	
257	NAPA AUTO PARTS INC.	059321	SCREW PIN CHN SHACKL	04/14/2022	4.94	.00	
257	NAPA AUTO PARTS INC.	059459	NAPA OIL FILTERM NAPAGOLD	04/14/2022	96.43	.00	
257	NAPA AUTO PARTS INC.	059804	IMPACT SOCKET	04/18/2022	39.99	.00	
257	NAPA AUTO PARTS INC.	060503	PX REAR WIND GRIP REP	04/21/2022	29.99	.00	
257	NAPA AUTO PARTS INC.	060794	NAPAGOLD AIR FILTER, FRT	04/22/2022	177.12	.00	
257	NAPA AUTO PARTS INC.	061231	NAPAGOLD FUEL FILTER	04/25/2022	57.68	.00	
257	NAPA AUTO PARTS INC.	061297	FUEL LINE HOSE, FUEL FILTER	04/25/2022	7.65	.00	
257	NAPA AUTO PARTS INC.	061472	OIL FILTER, AIR FILTER	04/26/2022	40.89	.00	
Total 257:					1,572.12	43.43	
187	NELSON ENGINEERING	08288	PROJ: 21-060-01 115 JACKSON	03/31/2022	953.75	953.75	04/14/2022
187	NELSON ENGINEERING	58190	020 SCOTT LANE/MAPLE PATH	03/08/2022	1,748.50	.00	
187	NELSON ENGINEERING	58366	PROJ: 19-336-01 020 TOWN OF	03/31/2022	2,967.00	.00	
187	NELSON ENGINEERING	58372	PROJ: 21-411-03- 020- VINE STR	03/31/2022	235.50	.00	
Total 187:					5,904.75	953.75	
5037	OLDCASTLE PRECAST INC	230214037	SPECIAL HOOD ONLY	03/21/2022	1,020.00	1,020.00	04/14/2022
Total 5037:					1,020.00	1,020.00	
226	O'RYAN CLEANERS	1000805-04-18	DRY CLEANING	04/18/2022	12.45	.00	
Total 226:					12.45	.00	
3579	PINE NEEDLE EMBROIDERY	19164	EMBROIDERY SAFETY JACKET	04/25/2022	120.00	.00	
Total 3579:					120.00	.00	
401	POST REGISTER	224228	AD FACILITIES MANAGER	04/13/2022	588.24	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 401:					588.24	.00	
6483	PREMIER TRUCK- SALT LAKE C	775356968J	TAKE AS A CREDIT	01/12/2022	303.20-	.00	
6483	PREMIER TRUCK- SALT LAKE C	775364474	EXH RC KIT	02/07/2022	771.35	.00	
6483	PREMIER TRUCK- SALT LAKE C	775382329	FUEL PUMP	04/07/2022	3,368.60	.00	
6483	PREMIER TRUCK- SALT LAKE C	775382530	FLEX HOSE, O-RING SEAL, FRT	04/07/2022	97.92	.00	
6483	PREMIER TRUCK- SALT LAKE C	775382605	TUR TUBE	04/08/2022	124.75	.00	
6483	PREMIER TRUCK- SALT LAKE C	775383563	DOOR SERVICE	04/21/2022	1,910.48	.00	
6483	PREMIER TRUCK- SALT LAKE C	775383707	WASHER SEAL	04/12/2022	20.84	.00	
6483	PREMIER TRUCK- SALT LAKE C	775384613	SEAL KIT	04/14/2022	28.15	.00	
6483	PREMIER TRUCK- SALT LAKE C	775384927	ALL SUPPORT, FRT	04/15/2022	373.75	.00	
6483	PREMIER TRUCK- SALT LAKE C	CM775382329	CORE RETURN	04/22/2022	581.88-	.00	
6483	PREMIER TRUCK- SALT LAKE C	CM775384664	CREDIT: OIL PAN, RESTOCKING	04/22/2022	383.34	.00	
Total 6483:					6,194.10	.00	
6594	PROTERRA	1040148	KONI RHS SHOCK REAR	04/08/2022	546.11	.00	
6594	PROTERRA	1040491	PIANO HINGE, GAS SPRING MO	04/19/2022	100.54	.00	
6594	PROTERRA	1040506	DEEP HANDLE	04/20/2022	53.71	.00	
Total 6594:					700.36	.00	
532	QUICK BROWN FOX LLC	3897	BUS PASSES	04/12/2022	550.00	.00	
Total 532:					550.00	.00	
215	RED'S AUTO GLASS, INC.	1040384	WINDSHIELD, LABOR, ADHESIV	04/21/2022	506.04	.00	
Total 215:					506.04	.00	
6855	RHINEHART OIL CO, LLC	IN-589218-22	DEFEND ALL HD ELC RED	01/11/2022	918.16	.00	
6855	RHINEHART OIL CO, LLC	IN-739233-22	RIDGELINE HYD AW32, RIDGELI	03/22/2022	539.08	.00	
Total 6855:					1,457.24	.00	
7008	RHODES, DARLENE	041922	RETURN HOUSING DEPOSIT	04/19/2022	890.00	890.00	04/19/2022
Total 7008:					890.00	890.00	
1430	ROBINSON, ROXANNE DEVRIE	041322	SNACKS FOR VALUES TRAINGI	04/13/2022	180.57	.00	
Total 1430:					180.57	.00	
6982	RODAC, LLC	4894-01	PROJ: JACKSON MUNICIPAL- P	10/26/2021	57,243.00	.00	
Total 6982:					57,243.00	.00	
7010	RODRIGUEZ, VICTOR	042122	RETURN BOND CASE 21-11-016	04/21/2022	2,000.00	2,000.00	04/22/2022
Total 7010:					2,000.00	2,000.00	
2850	RT1 INC	041822	WW WATER SAMPLES SHIPPIN	04/18/2022	37.22	.00	
Total 2850:					37.22	.00	
5543	RUSH TRUCK CENTER, IDAHO	3027261021	KIT REMAN BRAKE EXC KT SH	04/06/2022	1,656.22	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 5543:					1,656.22	.00	
13	SAFETY SUPPLY & SIGN CO., I	180079	HI REG 30MIN PARKING, FRT	03/01/2022	149.46	149.46	04/14/2022
Total 13:					149.46	149.46	
5333	SALT CITY SALES	167106	HI-VIZ GREEN GOATSKIN,	04/07/2022	321.30	321.30	04/14/2022
Total 5333:					321.30	321.30	
4691	SCHOW'S TRUCK CENTER	C005052164:0	DESCRIPTION, REMAN SHOW	04/21/2022	545.70	.00	
Total 4691:					545.70	.00	
231	SHERVIN'S INDEPENDENT OIL	17221	TUBE	04/22/2022	7.84	.00	
Total 231:					7.84	.00	
5632	SNAKE RIVER MEP COMPLETE,	7012	REPLACE DEFECTIVE MOTORS	03/23/2022	14,567.49	.00	
5632	SNAKE RIVER MEP COMPLETE,	7032	ICE RINK	04/04/2022	6,028.60	.00	
Total 5632:					20,596.09	.00	
4699	SNAKE RIVER ROASTING	77736	COFFEE AND FILTERS	04/20/2022	143.34	.00	
Total 4699:					143.34	.00	
5456	Snow King Mountain Resort LLC	042622	GONDOLA LEASE REIMBURSE	04/26/2022	1,000.00	.00	
Total 5456:					1,000.00	.00	
1505	SPRING CREEK ANIMAL HOSPI	625023584	MEDS	04/18/2022	14.24	.00	
1505	SPRING CREEK ANIMAL HOSPI	625023585	ANIMAL CARE	04/18/2022	128.13	.00	
Total 1505:					142.37	.00	
241	ST JOHN'S HOSPITAL	500000586	Blood draw	04/06/2022	130.00	.00	
Total 241:					130.00	.00	
7014	STEPHENS, MICHAEL OR CAR	041322	OVERPAYMENT AFTER CLOSIN	04/13/2022	103.17	.00	
Total 7014:					103.17	.00	
7013	STEVE POLICAR LLC	START 22-001	FLEET PROCUREMENT SUPPO	04/12/2022	4,800.00	.00	
Total 7013:					4,800.00	.00	
581	TETON COUNTY INTEGRATED	557406	TRASH	04/18/2022	13.00	.00	
581	TETON COUNTY INTEGRATED	7265	CARBOARD PICKUP SERVICE 2	04/01/2022	318.00	.00	
Total 581:					331.00	.00	
1227	TETON COUNTY SCHOOL DIST	041422	WATER REFUND	04/14/2022	1,416.99	.00	
Total 1227:					1,416.99	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
3029	TETON COUNTY SHERIFF'S OF	227-0048	TraNSPORT	04/13/2022	118.34	.00	
Total 3029:					118.34	.00	
55	TETON COUNTY SHERIFF'S-JAI	615	MARCH INMATES	04/05/2022	1,224.00	1,224.00	04/14/2022
Total 55:					1,224.00	1,224.00	
268	TETON MOTORS INC	5101213	CONDENSER	01/26/2022	146.28	.00	
268	TETON MOTORS INC	5101835	LOCK	03/28/2022	6.67	.00	
268	TETON MOTORS INC	5101888	FR SHAFT ASSY, FRT	04/07/2022	469.62	.00	
268	TETON MOTORS INC	5101948	GENERATOR	04/14/2022	341.65	.00	
268	TETON MOTORS INC	5102052	PANEL	04/21/2022	441.00	.00	
Total 268:					1,405.22	.00	
270	TETON RENTAL CENTER	108428	AIR FILTER PRE FOAM, 360 FU	04/27/2022	18.50	.00	
Total 270:					18.50	.00	
3030	TETON VIEW LANDSCAPE CON	15328	PROJ: 55 KARNs MEADOW DR-	01/31/2022	5,123.75	.00	
Total 3030:					5,123.75	.00	
154	THE CHILDREN'S LEARNING C	041122	4TH QUARTER CONTRACT	04/11/2022	29,252.75	29,252.75	04/14/2022
Total 154:					29,252.75	29,252.75	
6941	THE CONNOR E FIELD TRUST	041122	WILSON MASTER LEASE MAY	04/11/2022	2,575.00	2,575.00	04/14/2022
Total 6941:					2,575.00	2,575.00	
6363	TMSC LLC	2022-006-2	PROJ: 2020-005- FACILITIES MA	04/11/2022	117.50	.00	
6363	TMSC LLC	2022-006-2	PROJ: 2020-005- FACILITIES MA	04/11/2022	352.50	.00	
Total 6363:					470.00	.00	
4503	TRAPHAGEN, JEROMIE	041822	TRAVEL EXPENSES TO DOUGL	04/18/2022	172.95	.00	
Total 4503:					172.95	.00	
5038	TREFONAS LAW, P.C.	040522	LEGAL SERVICES	04/05/2022	1,159.21	.00	
Total 5038:					1,159.21	.00	
4649	ULINE	72259758	RUBBERMAID 1/2 ROUND TRAS	04/06/2022	1,369.15	1,369.15	04/14/2022
4649	ULINE	72259758	RUBBERMAID 1/2 ROUND TRAS	04/06/2022	1,916.31	1,916.31	04/14/2022
Total 4649:					3,285.46	3,285.46	
777	UPPER CASE PRINTING INK	18129	DRINKING WATER FLYER	04/06/2022	518.10	.00	
Total 777:					518.10	.00	
1949	VERIZON WIRELESS	9903170504	charges for account 871451763-0	04/01/2022	6,543.95	.00	
Total 1949:					6,543.95	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
6319	VIRGINIAN VILLAGE CONDO H	676	DUES Q2	04/01/2022	540.00	.00	
6319	VIRGINIAN VILLAGE CONDO H	676	DUES Q2	04/01/2022	540.00	.00	
Total 6319:					1,080.00	.00	
7016	VOORHEES, KRISTEN	041422	REFUND WATER AND SEWER B	04/14/2022	45.10	.00	
Total 7016:					45.10	.00	
1358	WAMCAT	041422	TRAINING FOR SHELLIE MORIL	04/14/2022	33.33	.00	
1358	WAMCAT	041422	TRAINING FOR SHELLIE MORIL	04/14/2022	33.34	.00	
1358	WAMCAT	041422	TRAINING FOR SHELLIE MORIL	04/14/2022	33.33	.00	
Total 1358:					100.00	.00	
2247	WATKINS, MARK	042122	TRAVEL EXPENSES	04/21/2022	75.40	.00	
Total 2247:					75.40	.00	
563	WESTBANK SANITATION	3914393T022	TRASH PICK UP @ WWTP- FEB	03/01/2022	854.57	854.57	04/14/2022
563	WESTBANK SANITATION	3935427T022	TRASH PICK UP @ WWTP- MAR	04/01/2022	1,011.57	1,011.57	04/14/2022
Total 563:					1,866.14	1,866.14	
1640	WESTERN STATE	IN001979824	CONST FORK NEW, TRADE	04/08/2022	350.00	.00	
1640	WESTERN STATE	IN001985248	D6N TRACK TYPE TRACTOR RE	04/13/2022	9,260.00	.00	
1640	WESTERN STATE	IN001995715	KNOB	04/22/2022	9.27	.00	
Total 1640:					9,619.27	.00	
472	WHITE GLOVE CLEANING, INC.	7938	COVID FOGGING @ RESTROO	03/23/2022	300.00	.00	
472	WHITE GLOVE CLEANING, INC.	7938	COVID FOGGING @ START BUS	03/23/2022	300.00	.00	
472	WHITE GLOVE CLEANING, INC.	7938	COVID FOGGING @ PUBLIC W	03/23/2022	300.00	.00	
472	WHITE GLOVE CLEANING, INC.	7938	COVID FOGGING @ TOWN HAL	03/23/2022	300.00	.00	
472	WHITE GLOVE CLEANING, INC.	7958	OPERATING SUPPLIES @ TOW	03/31/2022	2,833.00	.00	
472	WHITE GLOVE CLEANING, INC.	7959	JANITORIAL SERVICES CLEANI	03/31/2022	350.00	.00	
472	WHITE GLOVE CLEANING, INC.	7960	JANITORIAL SERVICES CLEANI	03/31/2022	1,380.33	.00	
472	WHITE GLOVE CLEANING, INC.	7961	JANITORIAL SERVICES CLEANI	03/31/2022	204.00	.00	
472	WHITE GLOVE CLEANING, INC.	7963	JANITORIAL SERVICES CLEANI	03/31/2022	100.00	.00	
472	WHITE GLOVE CLEANING, INC.	7966	JANITORIAL SERVICES CLEANI	03/31/2022	996.66	.00	
472	WHITE GLOVE CLEANING, INC.	7975	SUPPLIES	03/31/2022	204.50	.00	
472	WHITE GLOVE CLEANING, INC.	7981	JANITORIAL SUPPLIES @ HOM	03/31/2022	78.00	.00	
472	WHITE GLOVE CLEANING, INC.	7982	JANITORIAL SUPPLIES @ HOM	03/31/2022	117.50	.00	
472	WHITE GLOVE CLEANING, INC.	877B	MOVE OUT CLEAN @ UNIT 8	03/31/2022	242.50	.00	
472	WHITE GLOVE CLEANING, INC.	879B	HOUSE CLEANING @ TOWN HA	03/31/2022	323.01	.00	
Total 472:					8,029.50	.00	
6117	WILSON, JOHN	04112022	MASTER LEASE WILDFLOWER	04/11/2022	2,200.00	2,200.00	04/14/2022
Total 6117:					2,200.00	2,200.00	
3619	WY CHILD SUPPORT ENFORCE	042222	case #209790	04/22/2022	146.76	146.76	04/22/2022
Total 3619:					146.76	146.76	
5788	WYOMING GARAGE DOOR, LLC	2482	SERVICE CALL- REPAIR DAMA	03/22/2022	315.00	.00	
5788	WYOMING GARAGE DOOR, LLC	2483	PROJ: PUBLIC WORKS- WASH	04/12/2022	33,656.30	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 5788:					33,971.30	.00	
6824	WYOMING WATER RIGHTS CO	5073	PROJ: WORT CANAL- WR CON	04/01/2022	1,438.75	.00	
Total 6824:					1,438.75	.00	
1764	WYOMING.COM INC	2070380	DOMAIN HOSTING	04/05/2022	5.00	.00	
Total 1764:					5.00	.00	
6717	WY-TEST	39258	PRE-EMPLOY	02/09/2022	80.00	.00	
6717	WY-TEST	39276	DOT RANDOM	02/11/2022	80.00	.00	
6717	WY-TEST	39284	PRE-EMPLOY	02/14/2022	80.00	.00	
6717	WY-TEST	39285	PRE-EMPLOY	02/09/2022	80.00	.00	
6717	WY-TEST	39292	DOT RANDOM	02/14/2022	105.00	.00	
6717	WY-TEST	39307	DOT RANDOM	02/16/2022	105.00	.00	
6717	WY-TEST	39329	PRE EMPLOY	02/21/2022	80.00	.00	
6717	WY-TEST	39417	DOT RANDOM	03/08/2022	80.00	.00	
6717	WY-TEST	39450	DOT RANDOM	03/15/2022	105.00	.00	
6717	WY-TEST	39481	PRE-EMPLOY	03/16/2022	80.00	.00	
6717	WY-TEST	39493	DOT RANDOM	03/21/2022	105.00	.00	
6717	WY-TEST	39511	PRE-EMPLOY	03/24/2022	80.00	.00	
6717	WY-TEST	39533	PRE-EMPLOY	03/21/2022	80.00	.00	
Total 6717:					1,140.00	.00	
5539	Y2 CONSULTANTS, LLC	18805	PROJ: 19245- SRV-LEDE- LEGA	03/17/2022	1,007.75	.00	
Total 5539:					1,007.75	.00	
2842	YELLOW IRON EXCAVATION, LL	68552	trash removal - 915 Simon Lane	03/31/2022	35.00	.00	
2842	YELLOW IRON EXCAVATION, LL	68711	TRASH REMOVAL @ 455 VINE	03/31/2022	17.50	.00	
2842	YELLOW IRON EXCAVATION, LL	68711	TRASH REMOVAL @ 455 VINE	03/31/2022	17.50	.00	
2842	YELLOW IRON EXCAVATION, LL	68711	TRASH REMOVAL @ 455 VINE	03/31/2022	17.50	.00	
2842	YELLOW IRON EXCAVATION, LL	68711	TRASH REMOVAL @ 455 VINE	03/31/2022	17.50	.00	
2842	YELLOW IRON EXCAVATION, LL	68882	trash removal @ 155 E PEARL	03/31/2022	150.00	.00	
2842	YELLOW IRON EXCAVATION, LL	68884	SNOW KING TRASH	03/31/2022	720.00	.00	
Total 2842:					975.00	.00	
Grand Totals:					706,715.14	89,938.93	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
--------	-------------	----------------	-------------	--------------	--------------------	-------------	-----------

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:	May 2, 2022	Meeting Title:	Regular Meeting
Submitting Department:	Administration	Presenter:	Carl Pelletier
Agenda Item:	Special Event: Center for the Arts Benefit	Public Comment	Yes

Purpose & Policy Considerations.

The Mayor and Council consider all special event applications requesting use of Town property, the closure and restricted use of Town streets, services of Town employees, temporary parking restrictions, and temporary relief from Town ordinances.

Requested Action.

Staff is requesting Town Council to consider the special event application submitted by the Center for the Arts for the Center for the Arts Annual Benefit event.

Recommendations.

Staff recommends approval of the application, subject to the conditions and restrictions listed in this staff report.

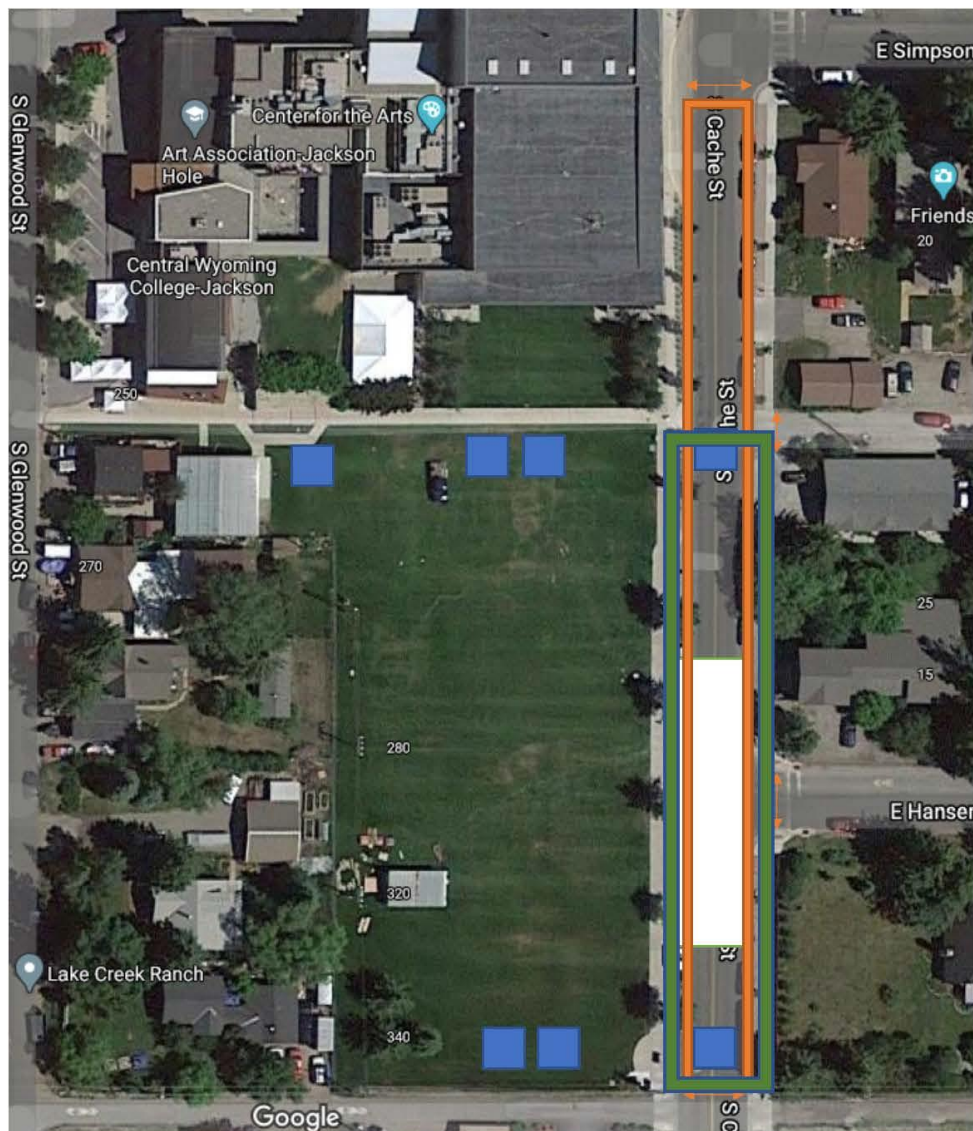
Background.

The applicant, Center for the Arts, is requesting to host their annual benefit event – a concert - on Wednesday, July 13, 2022 between the hours of 6:00 P.M. and 10:00 P.M. on the Center for the Arts Lawn (Center Park). Per their Conditional Use Permit, the Center for the Arts is permitted to conduct events in the Center Park without a Special Event Permit as long as the events cease by 9:00 P.M. The applicant has indicated that the music concert will begin at 7:00 P.M. conclude by 9:00 P.M. and the public would be off-site by 10:00 P.M. Town Council permission is required for this event as it will conclude by 10:00 P.M. In the past Town Council has granted permission for similar events to extend past 9:00 P.M. on the Center for the Arts Lawn (Tux and Tails, One Fly, Jackson Centennial).

The applicant also requests Town Council permission to close South Cache Street (between Simpson Avenue and the alleyway north of Kelly Avenue) during the hours of 7:00 A.M. and 11:59 P.M. on Wednesday, July 13, 2022. The closure request this year is shorter than the closure request which was approved last year (12:00 A.M. – 11:59 P.M.). In addition the applicant requests to utilize Town equipment including barricades and cones for the closure of the street, as well as permission for amplified sound on the Center Lawn until 9:00 P.M. The event would include amplified sound from a local bluegrass music artist.

Historically, the Center for the Arts has held their annual benefit event inside of the Center Theater. This year due to COVID-19 concerns the applicant is seeking to relocate their event outdoors. The applicant is requesting this additional space (Cache Street) to allow the participants to spread out on the grassy lawn. The applicant is requesting to set up a stage on Cache Street (facing towards Center Park) which will allow for additional spacing. This benefit is the Center for the Arts' only fundraising event of the year.

The applicant has indicated that they have canvassed the local neighborhood surrounding the Center for the Arts informing residents of the upcoming event as well as the time and date of this meeting for the opportunity to make public comment.



If approved, a condition of approval will include: “The applicant is expected to monitor the noise levels of the event to ensure that it is conducted in a manner that reduces the likelihood that it will disturb the residents of the surrounding area or neighborhood. In the event that complaints from residents are received, the person to whom this permit is issued shall be responsible for taking reasonable steps to see that the noise is abated in a timely manner.” This condition has been used for similar events which have been approved on the Center for the Arts Lawn.

The special event request has been reviewed by various Town and Joint Departments including Public Works, Police, and Fire/EMS. While Fire/EMS, Police and Public Works all indicated concern about the closure of a traffic artery in town. Last year both the Jackson Police Department and the Jackson Hole Fire/EMS Department were uncomfortable with this closure request due to the duration of the closure request on a major traffic artery through town. This year the Fire Department indicated that they were more comfortable with a shorter closure and the Police Department indicated that they help facilitate this closure if it was approved by Council

The applicant will continue to work with the Teton County Health Department and make adjustments for hosting the Center for the Arts Benefit in accordance with the Center for Disease Control guidelines as well as following any existing COVID-19 state and local health orders that are in place. This application has been reviewed by the Teton County Health Department.

The applicant requests the following in association with the event:

- Permission to operate an event on the Center for the Arts Lawn until 10:00 P.M. on Wednesday, July 13, 2021 with amplified sound ending at 9:00 P.M.
- Permission to post “No Parking” signs in the proposed closure area on South Cache Street as depicted in the map above. The applicant will be responsible for the production, posting, and removal of the signage.
- Permission to use Town of Jackson barricades and cones for the closure of Cache Street.
- Permission for amplified music associated with live or recorded music.
- Permission to display onsite vendor banners and/or logos on the booths. The applicant will submit temporary sign permit applications for all off-site banners they wish to erect.
- A catering permit from Town staff.
- An exposition license permit from Town staff.

Analysis.

The application has been submitted for review and comment to all Town departments. The operating plan for this event has been reviewed by the Teton County Health Department and Town staff to ensure that the event organizers are cognizant of the Center for Disease Control and Prevention’s COVID guidelines for outdoor events.

Possible Alternatives.

- Approve the request with modifications
- Deny the request
- Other

Comprehensive Plan & Priority Alignment.

Special events align within the Comprehensive Plan & Community Priority Goals in addressing Town as Heart of the Region – The Central Complete Neighborhood: The Town of Jackson will continue to be the primary location for jobs, housing, shopping educational and cultural activities.

Principle 4.4—Enhance civic spaces, social functions, and environmental amenities to make Town a more desirable Complete Neighborhood.

The Town of Jackson has traditionally served as the cultural, social and civic hub for Teton County and the region. Maintaining and improving public spaces will support Jackson as the community's central Complete Neighborhood, a gateway to the nation's parks and forests, and the regional center for tourism, the arts and employment. The enhancement of natural features such as Karns Meadows, Flat Creek and Cache Creek corridors will further contribute to Jackson's role as the central Complete Neighborhood.

Policy 4.4.a: Maintain and improve public spaces

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

Fiscal Impact.

Fiscal impact includes income from Exposition License totaling \$247, a Catering Permit of \$20 and a special event application fee of \$27. A total income of \$294 is expected from this event.

Staff Impact.

- processing catering permits, malt beverage and exposition permits (approximately 1 hour),
- securing town equipment from Public Works (approximately 30 minutes),
- departmental review of application (approximately 3 hours of total staff time),
- pre-event meetings with the applicant (approximately 4 hours of total staff time),
- preparation of staff report (approximately 2 hours),
- follow-up actions (approximately 2 hours),
- On duty Police Officers for possible towing of cars and being a general presence at the event (approximately 15 hours).
- Public Works staff assisting with barricades, road signs and road closures (approximately 8 hours)
- Parks and Recreation providing bleachers and access to electricity (approximately 2 hours)

In total approximately 30.5 hours of staff time split between town, county and joint departments.

Conditions and Restrictions.

Should Council wish to approve this application, staff recommends that approval be subject to the following conditions and restrictions:

1. The event will be subject to the review of the Teton County Health Department.
2. The event shall abide by any state or local health order in place.
3. The applicant shall clean up immediately after the event and shall be responsible for the removal of recycled material generated by the event or any overflow trash.
4. The applicant is expected to monitor the noise levels of the event to ensure that it is conducted in a manner that reduces the likelihood that it will disturb the residents of the surrounding area or neighborhood. In the event that complaints from residents are received, the person to whom this permit is issued shall be responsible for taking reasonable steps to see that the noise is abated in a timely manner.
5. Insurance: An insurance certificate that names the "Town of Jackson as an additional insured including its Officers, Officials, Employees, and Volunteers" and states that coverage is primary and non-contributory is required at least ten days prior to the event. Insurance limits must be at least \$1,000,000/occurrence and \$1,000,000

aggregate. The additional insured language on the certificate may not include any limitations or exclusions. Insurance certificates are subject to the review and approval of the Town Attorney.

6. A sales tax permit must be obtained from the Wyoming Department of Revenue. A vendor list with tax ID numbers must be submitted to both the Wyoming Department of Revenue and the Town of Jackson at least two weeks prior to the event to obtain a sales tax permit. Please contact the Wyoming Department of Revenue at (307) 734-9354 with any questions.
7. No exhibits, tables, chairs, or other equipment shall be placed on walkways along South Cache Avenue that will obstruct pedestrian traffic.
8. Any power cords that cross walkways or turf where event goers walk shall be taped or covered and secured as to avoid a tripping hazard.
9. An adequate number of designated handicapped parking spaces shall be established in the vicinity of the event.
10. The applicant shall arrange the use of any town equipment including barricades and traffic cones with the Public Works Department. This may include an equipment deposit for use.
11. No trees or other forestry may be moved, modified, damaged or destroyed to set up booths, tents, or exhibits. No ropes, exhibits, signs, banners or booths may be secured to any live forestry.
12. The applicant shall obtain the necessary food service permits from Teton County Environmental Health.
13. The applicant shall take all measures necessary to comply with applicable alcohol dispensing laws and regulations, including the prevention of sales to and consumption by minors and the prohibition of consumption off the authorized premises. An ID bracelet system or stamp system shall be utilized and all ID's checked.
14. The applicant will post *no alcohol consumption beyond this point* signs at either end of the event boundary.
15. Vendors may not sell more than 16 oz. in the mugs, regardless of mug size.
16. The applicant may sell mugs for alcoholic beverages that are approved by the Police Department.
17. The applicant shall apply and pay for all licenses and/or permits prior to each market.
18. Any tents larger than 400 square feet will require approval through the Fire Department. A Temporary Tent Permit Form will need to be completed and approved prior to the start of the event. This Temporary Tent Permit can be found on the Jackson Hole Fire / EMS website.
19. Tents must meet the flame propagation performance criteria of NFPA 701 (IFC 3104.2).
20. Tents, canopies or membrane structures shall not be located within 20 feet of lot lines, buildings, other tents, canopies or membrane structures, parked vehicles or internal combustion engines (IFC 3103.8.2)
21. Combustible materials shall not be located within any tent, canopy or membrane structure in use for public assembly (IFC 3104.5).
22. Smoking shall not be permitted in tents, canopies or membrane structures. Approved "No Smoking" signs shall be conspicuously posted (IFC 3104.6).
23. All open flame devices are strictly prohibited within tents unless approved by the fire code official (IFC 3104.7)
24. Portable 2A:10B-C fire extinguishers shall be provided, one minimum, for tents requiring permits with a 75 foot travel distance (IFC 3104.12).
25. Any cooking performed within tents shall require advance approval by the Fire Department (IFC 3104.15.3 – 3104.15.7).
26. Generators and other internal combustion power sources shall be separated from tents, canopies or membrane structures by a minimum of 20 feet and shall be isolated from contact with the public by fencing, enclosure or other approved means (IFC 3104.19).
27. All electrical/temporary power shall be in accordance with the 2011 National Electric Code and subject to inspection from this Department (IFC 605.9).
28. Public Safety Plan: Where the fire code official determines that an indoor or outdoor gathering of persons has an adverse impact on public safety through diminished access to buildings, structures, fire hydrants and fire apparatus access roads or where such gatherings adversely affect public safety services of any kind, the fire code official shall have the authority to order the development of, or prescribe a plan for, the provision of an

approved level of public safety (IFC403.2).

29. Review and follow all of the guidelines listed on the Jackson Hole Fire/EMS website regarding Special Event Rules, based on the 2012 International Fire Code. These rules can be obtained from the Town of Jackson website.
30. The Fire Department recommends that Cache Street maintain a clear and unobstructed width of 20 feet to allow for emergency vehicle traffic along ALL areas of open and closed streets (IFC 503.2.1).

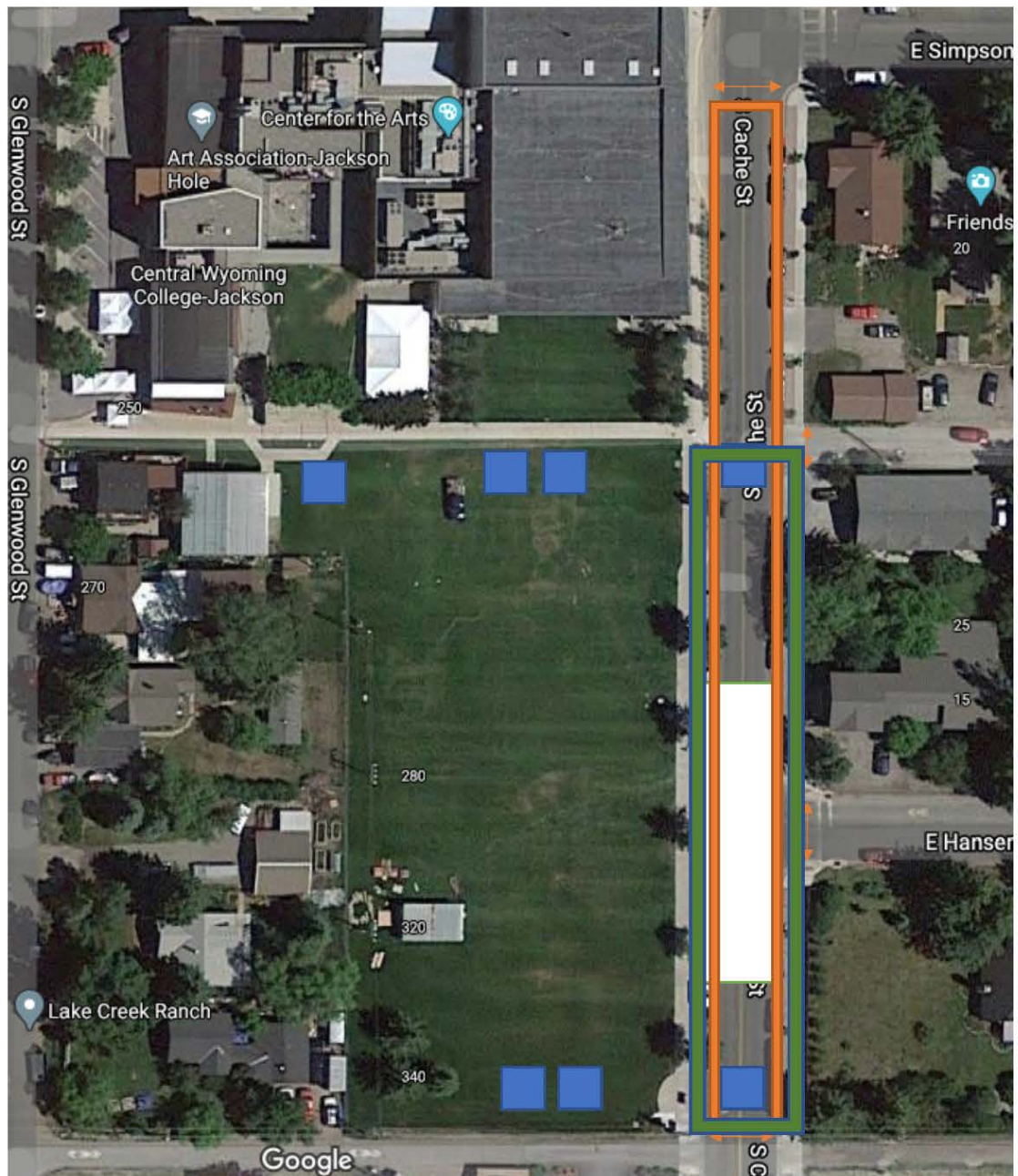
Attachments or Links.

Description and Purpose of Event
Event Site Map
Special Event application
Sample Notice to Neighbors

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

I move to approve the special event application made by the Center for the Arts for the Center for the Arts Annual Benefit on Wednesday, July 13, 2022 subject to the conditions and restrictions listed in the staff report.

Barricades: 
 Stage and generators: 
 2021 Closure: 
 2022 Closure: 
 Tents: 



Greetings,

On Wednesday, July 13th, 2022, Center for the Arts is holding our annual benefit concert on the Center Lawn. The Center Benefit is The Center's only fundraising event of the year.

Current plans for The Center Benefit include a temporary closure of S. Cache Street on the day of the event, beginning just south of E. Simpson Avenue and ending at the alley south of E. Hansen Avenue. You are receiving this notice because you are located within a two-block radius of the event site and/or the proposed road closure.

Our site plans include placing a stage van with amplified sound on S. Cache Street at the junction with E. Hansen Avenue, facing west toward Center Park. Patrons will congregate throughout the grassy area of the park. Patrons will enter the site through one of three gates: one entrance on S. Cache Street just south of E. Simpson Avenue; a second entrance on S. Cache Street at the alley between E. Hansen Avenue and E. Kelly Avenue; and a third entrance at the northwest corner of Center Park near S. Glenwood Street. [See the included site map for more information.](#)

The road closure will take place on the morning of Wednesday, July 13th, with event setup happening throughout the day. Gates will open to the public at 6:00 pm and the concert begins at 7:00 pm. We are working with restaurant and catering sponsors to offer food and beverage services along S. Cache Street. The concert will end at 9:00 pm, and the public will be off site by 10:00 pm. Breakdown on town property (S. Cache Street) will be completed, and the route will be reopened, by midnight.

On *****, Jackson Town Council will consider our special event application addressing this requested road closure. You are welcome to attend and ask questions or make public comment. Additionally, I invite you to contact me directly via the contact information provided below to discuss any questions or concerns you may have.

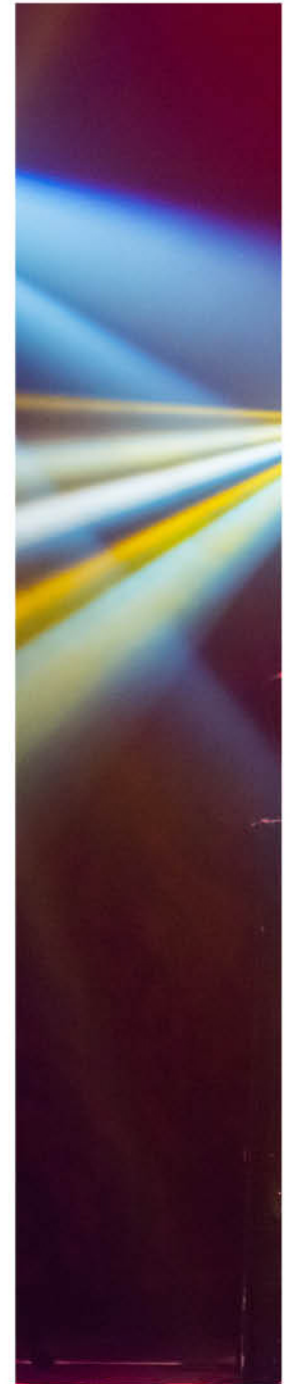
Warm regards,



Marty Camino

Executive Director
Center for the Arts
307-734-8956
marty@jhcenterforthearts.org

CENTER FOR THE ARTS



Box Office: 307.733.4900
E-mail: info@jhcenterforthearts.org
Web: jhcenterforthearts.org
Address: 265 S. Cache | P.O. Box 860
Jackson, WY 83001

Special Event Application

Submit Completed Document To:

Town Hall
Town of Jackson - Special Events
150 East Pearl Street
P.O. Box 1687
Jackson, Wyoming 83001

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



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

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

APPLICANT INFORMATION

Name of Event: Center for the Arts Annual Benefit

Name of Organization: Center for the Arts

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

Mailing Address: PO Box 860

City: Jackson State: WY Zip Code: 83001

Name of Person Completing Application: Willi Brooks

Email Address: willi@jhcenterforthearts.org

Work Phone: (307)-734-8956 Cell Phone: (307)-690-3997

EVENT INFORMATION

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

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

Location of Event: The Center Lawn Alternative Location: The Center Park

Date(s) of Event: July 13, 2022 Event Operating Hours: 6pm-10pm

Event Set Up Begins Date: July 13, 2022 Time: 7 am

Event Clean Up Ends Date: July 13, 2022 Time: 11:59 pm

Special Event Application

EVENT INFORMATION (Continued)

Estimated Event Attendance (Spectators and Participants) Per Day: 1000 Total Event: 1000

Special Considerations (check all that apply):

- | | | |
|---|---|--|
| ☒ Alcoholic Beverages | ☐ Cooking/Grilling | ☐ Electricity Requested |
| ☒ Food Sales | ☐ Merchandise Sales | ☐ Recurring Event |
| ☒ Ticketed Admission | ☒ Sound Amplification | ☐ Pets or Animals |
| ☒ Tents | ☒ Street Closure | ☒ Sidewalk Closure |
| ☐ Overnight Parking | ☐ Overnight RV Camping | ☐ Use of Town Square |

Event Co-Sponsor (s): _____

All for-profit organizations must submit a letter of event sponsorship from a non-profit organization if sales are requested on public property.

Will you be charging admission or a fee for your event? ☒ Yes ☐ No

Alternative Contact Information During the Event (someone besides applicant who will be on site and available for Town personnel or Police to contact during the event):

Name: Marty Camino Cell Phone: (307)-433-4431

EVENT SITE PLAN

On a separate sheet of paper, provide a Site Plan sketch of the event. Include maps or a diagram of the entire event including the names of streets or areas that are part of the venue and the surrounding area. The plan should include the following (if applicable):

- | | |
|---|---|
| ☐ Tents (X) | ☐ Food Vendors (FV) |
| ☐ Beverage Vendors (BV) | ☐ Alcohol Vendors (A) |
| ☐ Portable Toilets (T) | ☐ Hand Washing Sink (HWS) |
| ☐ Stages or Amplified Sound (SO) | ☐ Bleachers (BL) |
| ☐ Garbage Receptacles (G) | ☐ Recycling Receptacles (RR) |
| ☐ Retail Merchants (RM) | ☐ Security (P) |
| ☐ Fire Lane (FL) | ☐ Fire Extinguishers (EX) |
| ☐ First Aid / EMS (FA) | ☐ Barricades (B) |
| ☐ Electricity / Generator (EL) | ☐ Trailers, Vehicles, Storage (TR) |

Fire hydrants or sidewalk curb breaks that are used for ADA accessibility may not be blocked at any time.

Special Event Application

STREET / SIDEWALK / PUBLIC PARKING LOT - CLOSURE REQUESTS

Will the event close any street, sidewalk, alley or public parking lot?

☒ Yes

☐ No

Area of Closure Request

Date(s)

Start Time

End Time

The road closure this year is from alley way to alley between Simpson St running south to Kelly St.

on Cache Street. There is easy flow of traffic from down town for people to make a turn on

Simpson or on Kelly. This closure will block the intersection of Jansen and Cache.

The applicant will be responsible for production, posting and removal of "No Parking" and "Handicap Parking" signs along Town streets where public parking spaces exist within the event site. If the event involves a closure this will be need to be coordinated with the Jackson Police Department at least 2 weeks prior to the requested closure date. Jackson Police Department: (307) 733-1430. All parking signs, road signs, cones and barricades must be taken down immediately following the event's ending time.

Will the event restrict / close access to any public parking spaces?

☒ Yes

☐ No

If "Yes", how many parking spaces will be unavailable due to the event: 20 parking spaces

Will the event closure requests impact any START Bus routes?

☐ Yes

☐ No

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

Route Description: _____ START Bus contacted?

☐ Yes

☐ No

RESIDENT AND/OR BUSINESS NOTIFICATION

Events that require road closures, parking space closures, or sidewalk closures or may cause disruption for the Town of Jackson residents, businesses, churches, etc. may be required to mail or hand deliver notification to the affected parties within a two block radius at least one week prior to the event's Town Council consideration meeting. Notices must reflect the date(s), day(s), time(s) and location(s) of the event, types of activities taking place at the event, the event coordinator's contact information and the date and time of the Town Council meeting.

Have you provided a sample of the notice and a proposed list of recipients?

☒ Yes

☐ No

Special Event Application

TOWN EQUIPMENT REQUESTS

Indicate the type and the quantity of items that you are requesting:

_____ Large Street Barricades	_____ "Road Closed" Street Signs
_____ Small Sidewalk Barricades	_____ "Local Traffic Only" Street Signs
_____ 28 Inch Street Cones	_____ "Detour" Street Signs
_____ Candlestick Cones	_____ 32-Gallon Recycling Bins

☼ The equipment above can be arranged through the Public Works Department (307) 733-3079. A \$500 deposit will be required at the time of pick-up for equipment. The applicant is responsible for arranging the pick up of equipment from the Public Works Department as well as returning equipment immediately following the event. The Town of Jackson will only deliver equipment to parades and Town sponsored events.

☼ The Town of Jackson has a very limited number of recycling bins that can be utilized as part of your event's recycle plan. The applicant will be responsible for emptying the recycle containers and cleaning the bins before they are returned to the Public Works Department.

☼ If you are uncertain of the exact number of equipment needed please feel free to contact either the special event coordinator or the Public Works Department for additional information.

☼ Additional equipment such as bleachers, electrical spiderboxes, etc., can be requested through the Parks and Recreation Department (307) 732-5753.

TOWN SERVICES REQUESTS

Indicate the Town services that you are requesting. *Please note: you will need to coordinate services with individual departments and a fee may be associated with your request.*

POLICE DEPARTMENT

(307) 733-1430

☐ Event Security	☐ Mounted Horse Patrol	☐ Traffic Control
☐ Race Lead Vehicle	☐ Parade Lead Vehicle	☐ General Presence
☐ Towing / Ticketing	☐ Assistance with Parking Closures	☐ Assistance with Street Closures

Please describe in detail your request: Private security, we are requesting a JHPD drive by.

The Chief of Police determines if police services will be needed at the special event for public safety concerns. The Chief of Police will also determine the number of police officers to staff the event. Fees may be associated with the need for additional police services at the event.

Special Event Application

TOWN SERVICES REQUESTS (Continued)

PUBLIC WORKS DEPARTMENT (307) 733-3079

☐ Street Sweeping

☐ Snow Removal

☐ Street Marking

Please describe in detail your request

PARKS AND RECREATION DEPARTMENT (307) 732-5753

☐ Irrigation Locates - Any event placing stakes in turf must obtain irrigation locates.

☐ Electricity Access

☐ Turf / Tree Care - Any additional mowing, raking, trimming or spraying needs.

☐ Additional Public Restroom Cleaning

Please describe in detail your request: _____

**Please note: if you are requesting the use of a public park or public ball field you must confirm and reserve your space through the Parks and Recreation Department. The only exception is George Washington Memorial Park (Town Square), which does not require a reservation form.*

Is the requested event site a public park or ball field?

☐ Yes

☐ No

If "Yes", has the site been reserved with Parks and Recreation? ☐ Yes

☐ No

FIRE / EMS DEPARTMENT (307) 733-4732

☐ Foot Patrol

☐ Ambulance

☐ Fire Engine

☐ Rescue Truck

☐ Bicycle Patrol

☐ Event Site Inspection

Please describe in detail your request: _____

Special Event Application

TOWN SERVICES REQUESTS (Continued)

START BUS

(307) 732-8651

☐ Event Specific Shuttle(s)

Please describe in detail your request: _____

VOICE / MUSIC AMPLIFICATION REQUESTS

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

If "Yes", please indicate times: Start Time: 3:00 pm Finish Time: 10:00 pm

Will your event feature any musical entertainment? ☒ Yes ☐ No

If "Yes", please attach the schedule of any music or entertainment proposed to occur during event.

SIGN or BANNER REQUESTS

Are you requesting to hang signs or banners? ☐ Yes ☒ No

If "Yes", have you completed a sign permit application? ☐ Yes ☐ No

A Sign Permit Application will need to be submitted along with this application if signs are requested. This permit can be accessed on the Town of Jackson website or through the Planning Department.

INSURANCE REQUIREMENTS

An insurance certificate is required prior to the start of your event. This certificate must name the "Town of Jackson as an additional insured including its Officers, Officials, Employees, and Volunteers" and must also state that coverage is primary and non-contributory is required for every event. Insurance limits must be at least \$1,000,000/occurrence and \$1,000,000 aggregate. **The additional insured language on the certificate may not include any limitations or exclusions.** Insurance certificates are subject to the review and approval of the Town Attorney. Please be sure to include alcohol liability if there will be alcohol at the event. You must supply insurance before your event.

A certificate of insurance is attached: ☒ Yes ☐ No

Special Event Application

PORTABLE RESTROOMS AND SINKS

The Town of Jackson requires the applicant to provide additional chemical toilets or portable toilets for all events with an anticipated peak time attendance exceeding 75 people.

You are required to provide portable restroom facilities at your event unless you can substantiate the sufficient availability of both ADA accessible and non-accessible facilities in the immediate area of the event site which will be available to the public during your event. The Town of Jackson may determine the total number of required restroom facilities required on a case-by-case basis based on the presence of food and drink at the event and the maximum number of attendees at your event during peak time. The Town of Jackson may determine that you need to coordinate with Parks and Recreation for additional public restroom cleanings if you intend on using a public restroom as part of your restroom facility plan.

Do you plan to provide portable restroom facilities? ☒ Yes ☐ No

If "Yes", please indicate the total number of portable toilets and number of ADA accessible toilets.

Total Number of Portable Toilets: _____ Number of ADA Accessible Portable Toilets: _____

If "No", please explain: The current plan is to have patrons use the Center bathrooms. This is being communicated to all patrons ahead of the event. Bathrooms may be added on the lawn to compliment the indoor bathrooms.

Portable restrooms may not be located within 50 feet of any food vendor.

Restroom Company: _____

Restroom Drop off / Pick Up Date for Drop Off: _____ Time for Drop Off: _____

Date for Pick Up: _____ Time for Pick Up: _____

ALCOHOL

Will there be alcoholic beverages at the event? ☒ Yes ☐ No

Will you be offering any alcoholic beverages besides beer? ☒ Yes ☐ No

If "Yes", what will be offered in addition to beer? wine and champagne

If you are planning on serving alcoholic beverages at your event, then either a completed Malt Beverage Permit (beer only) or Catering Permit (beer, wine and/or spirits) must be submitted. You can access these applications on the Town of Jackson website.

Special Event Application

VENDORS / MERCHANTS / SALES

Will anything be sold at your event?

☒ Yes

☐ No

If you are planning on selling items at your event then you will need to complete either an Exposition Business License (for 2 or more vendors) or a Transient Merchant License (for 1 vendor). A complete list of vendors, including a vendor tax ID, must be submitted to the Town of Jackson and to the State of Wyoming's Department of Revenue prior to the event. Both the Exposition License and the Transient Merchant License are on the Town of Jackson's website.

Please describe any sales activity at your event:

Will any food or beverages be sold at your event?

☒ Yes

☐ No

If "Yes", you will need to contact the Teton County's Department of Environmental Health prior to the event (307) 732-8490.

TRASH REMOVAL PLAN

All events are required to have a plan for the collection removal of trash during and after the event. The trash receptacles located in the Town parks, parking lots, ball fields, sidewalks and public restrooms should not be included in the waste removal plan. ***For assistance with formulating a Trash Removal Plan please contact Integrated Solid Waste and Recycling at (307) 732-5771.***

Will you be using a waste company for your waste removal plan?

☐ Yes

☐ No

If "Yes", which company will you be using? please see attached plan

How many trash receptacles will be supplied for your event? There will be at least 8 trash and 8 recycle stations

When will the trash receptacles be delivered? in house

When will the trash receptacles be picked up and removed from site? in house

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

Applicants are responsible for cleaning and restoring the site immediately following the event. Please pick up all trash associated with your event including, but not limited to paper, bottles, cans, signs, course markings, etc. The cost of any employee overtime incurred because of an applicant's failure to clean / restore the site following the event will be borne by the applicant and will be considered in future application requests. If you believe that no litter will be generated during your event please state this in your plan.

Special Event Application

SUSTAINABLE EVENT PLANNING

The Town of Jackson encourages all special events to strive to be sustainable in our community and for our environment. We have partnered with the **Teton County Integrated Solid Waste and Recycling (ISWR)** to offer opportunities to help your special event to be as "green" as possible. Opportunities available:

- ☐ Rental / Use of Recycling Bins for Special Events
- ☒ Use of JH20 Water Bottle Refilling Station for Special Events
- ☐ Consultation on Conducting Green Special Events

Please contact the Waste Diversion and Outreach Coordinator at ISWR at 307-732-5771.

RECYCLING PLAN

All events are required to have a plan for the collection and removal of recyclable materials during and after the event. The recycling receptacles located in the Town parks, parking lots, ball fields, sidewalks and public restrooms should not be included in the recycling collection and removal plan. **For assistance with formulating a Recycling Plan please contact Teton County Integrated Solid Waste and Recycling (ISWR) at (307) 732-5771.**

Will you be using a company for your recycling plan? ☐ Yes ☐ No

If "Yes" which company will you be using? See attached plan

How many recycling receptacles will they (or you) supply for your event? 8

When will these recycling receptacles be delivered? Morning of the 13th

When will recycling receptacles be picked up and removed from site? Evening of the 13th

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

Applicants are responsible for cleaning and restoring the site immediately following the event. If you believe that no recyclable materials will be generated during your event please state this in your plan. For a list of recyclables and how they need to be sorted, or for information about where the recycling bins are located call ISWR (307) 732-5771.

Special Event Application

SIGNIFICANT EVENT CHANGES

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

☒ Yes

☐ No

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

The only major change is that the requested road closure space is smaller than in 2021.

We are only asking to close from alley way to alley way vs street to street. We are working on lessening the impact on the area.

STANDARD CONDITIONS OF APPROVAL

Please review the following standard list of conditions and restricts for events. Initial the bottom of each page indicating that you have read, understand and agree to these conditions and restrictions.

GENERAL

The event shall be conducted in a timely, safe and professional manner.

All town ordinances, including, but not limited to noise, possession and use of weapons, open fires and animals (including the prohibition of dogs in any town park) shall apply to all events except where specifically granted relief by the Town Council.

The applicant shall advise and instruct all participants, volunteers, vendors, merchants and spectators on event conditions, restrictions, prohibitions and responsibilities as indicated by the Town Council in the staff report.

Initials: Wb

Special Event Application

STANDARD CONDITIONS FOR ALL EVENTS (continued)

TRASH / CLEAN UP

The applicant shall clean up immediately following each event and shall be responsible for the collection and removal of all refuse generated by the event.

If trash will be generated from the event, then the applicant must supply extra trash and containers and dispose of all trash generated by the event. Trash containers shall not be permitted to overflow.

If recyclable materials are generated from the event, then the applicant is required to provide recycling containers and provide for the removal of all recycled material. Recycling containers shall not be permitted to overflow.

STREETS

Fire department access roads shall have and maintain a clear and unobstructed width of 20 feet and unobstructed vertical clearance of not less than 13 feet 6 inches to allow for emergency vehicle traffic along ALL areas of open and closed streets (IFC 503.2.1). Booths and tents may be erected on either side of street, however, a 20 foot straight path must be provided.

SIDEWALKS

The applicant shall not block walkways or otherwise obstruct pedestrian traffic.

All walkways, boardwalks, entrances and ADA ramps must be kept open and unobstructed at all times

All power and sound cords that cross walkways shall be taped and secured to avoid a tripping hazard.

POWER / ELECTRICAL

Electrical power is available from Town Square. The applicant shall coordinate all power needs with the Parks & Recreation Department's Park Manager (307-733-5057) at least three (3) business days prior to the event.

All power and sound cords that cross walkways shall be taped and secured to avoid a tripping hazard.

All electrical/temporary power shall be in accordance with the 2011 National Electric Code and subject to inspection from this Department (IFC 605.9).

ADDITIONAL PERMIT & LICENSE FEES

The applicant shall apply and pay for all licenses and/or permits prior to the events.

Initials: WB

Special Event Application

STANDARD CONDITIONS FOR ALL EVENTS (continued)

TOWN EQUIPMENT

The use of the Parks & Recreation Department bleachers shall be coordinated through that department (307) 732-5753.

Barricade, road sign, cone and recycle bin use shall be coordinated through the Public Works Department. The applicants shall be responsible for pick up, setup, placement and disassembly and return. All equipment use require a \$500 damage deposit that must be submitted at the time of pick up at the Public Works Department to protect against any loss or damage.

All barricades, cones, bins and road signs must be removed immediately following the event. These items must be returned the same location as they were picked up.

PORTABLE RESTROOMS

If applicable, the applicant shall provide an adequate number of port-a-potties at the event site and shall arrange for their removal immediately at the conclusion of the event.

The applicant shall ensure all port-a-potties are placed on paved areas.

INSURANCE

The applicant and all participating organizations are required to maintain liability insurance in the amount of \$1,000,000.00. Prior to the event, each organization shall provide a certificate of insurance naming the Town of Jackson as an additional insured including its Officers, Officials, Employees, and Volunteers and must also state that coverage is primary and non-contributory. The Town Attorney shall approve all certificates of insurance.

FOOD / VENDING

The applicant shall obtain the necessary food service permits from Teton County Environmental Health.

The applicant shall provide additional trash receptacles in the food service areas.

Per Section 5.20 of the Municipal Code: The applicant shall be responsible for ensuring that all sales tax receipts are remitted to the Wyoming Department of Revenue and in no event later than the thirtieth day of the month following the exposition [and] acquire and keep on file names, addresses and phone numbers of all participants.

In addition to providing a list of all participating vendors, artists, and merchants, along with their social security numbers and addresses, to the Wyoming Department of Revenue, pursuant to Jackson Municipal Code Section 5.20.020 A.1.b., the applicant shall also provide that same list to the Town of Jackson Finance Department.

Vendors shall not dump hot water or other liquids on the turf.

Initials: WB

Special Event Application

STANDARD CONDITIONS FOR ALL EVENTS (continued)

ALCOHOL

The applicant shall take all measures necessary to comply with applicable alcohol dispensing laws and regulations, including the prevention of sales to and consumption by minors and the prohibition of consumption off the authorized premises. All ID's must be checked and ID bracelet system may be required.

Only 16oz or small plastic cups are used for beer and alcohol sales.

No alcohol shall be served in bottles or glass containers.

The applicant shall be responsible to be alert to and report any instances of underage drinking to the Jackson Police Department.

It is recommended that servers be TIPS trained prior to serving alcohol. No "over serving" shall be allowed to occur or serving to obviously intoxicated persons.

Participants shall not be permitted to leave the event with open containers.

No more than two beers shall be sold to any person at any one time.

TOWN PARKS

The applicant shall coordinate the use of any public park (including the Town Square), including reservations, paperwork and applicable fees, with the Parks and Recreation Department.

The applicant shall coordinate park reservation and the payment of Parks & Recreation fees at least 30 days prior to the event.

The applicant is required to provide turf protection in front of and behind any table or other exhibit where crowds will stand. The applicant shall abide by all Parks & Recreation Department recommendations with regards to turf protection.

Vehicles are prohibited on all turf areas of any park or anywhere within the Town Square.

No trees or other forestry may be moved, modified, damaged or destroyed to set up booths, tents, or exhibits. No ropes, exhibits, signs, banners or booths may be secured to any live forestry.

Use of Town Square shall be subject to the submission to and approval of staff of a detailed site plan, indicating set-up, safety procedures and turf protection, and the imposition of such other conditions or restrictions deemed necessary.

Irrigation locates are required if stakes are placed in the ground. Applicant may forfeit damage deposit if an irrigation locate is not conducted and irrigation equipment is damaged.

Per Municipal Code, dogs are not allowed in Town Parks.

Initials: WB

Special Event Application

STANDARD CONDITIONS FOR ALL EVENTS (continued)

TENTS

Irrigation locates are required before any tents may be erected or stakes or any other items are placed in any public park, including the Town Square. The applicant shall coordinate all water locates with the Parks & Recreation Department's Park Manager (307-732-5793) at least three (3) business days prior to the event.

All tents having an area in excess of 200 square feet shall require advance permitting through the Fire Department unless open on all sides (IFC 105.6.43).

Tents which can hold over 50 or more occupants must provide the Fire Department with a detailed site and floor plan detailing means of egress, seating capacity, location and type of heating and electrical equipment (IFC 3103.6).

Tents, canopies or membrane structures shall not be located within 20 feet of lot lines, buildings, other tents, canopies or membrane structures, parked vehicles or internal combustion engines (IFC 3103.8.2).

Tents must meet the flame propagation performance criteria of NFPA 701 (IFC 3104.2).

Combustible materials shall not be located within any tent, canopy or membrane structure in use for public assembly (IFC 3104.5).

Smoking shall not be permitted in tents, canopies or membrane structures. Approved "No Smoking" signs shall be conspicuously posted (IFC 3104.6).

All open flame devices are strictly prohibited within tents unless approved by the fire code official (IFC 3104.7)

Portable 2A:10B-C fire extinguishers shall be provided, one minimum, for tents requiring permits with a 75 foot travel distance (IFC 3104.12).

Any cooking performed within tents shall require advance approval by the Fire Department (IFC 3104.15.3 – 3104.15.7).

Generators and other internal combustion power sources shall be separated from tents, canopies or membrane structures by a minimum of 20 feet and shall be isolated from contact with the public by fencing, enclosure or other approved means (IFC 3104.19).

FAIR GROUNDS / RODEO GROUNDS

All use of the Rodeo Grounds shall be coordinated through and subject to the approval of the Fair Manager under the authority of the Parks and Recreation Department.

Anyone camping at the Rodeo Grounds shall indicate that they are affiliated with the group by placing a card in the windshield of their vehicle. Campers are reminded that fires are not permitted.

Initials:

Special Event Application

STANDARD CONDITIONS FOR ALL EVENTS (continued)

ROAD CLOSURES / PUBLIC PARKING CLOSURES

The applicant shall notify all business, residences, churches, etc. affected by the street closures and public parking closures prior to the public hearing.

The applicant shall notify, in advance, all business, residences, churches, etc. affected by the street closures and public parking closures and shall provide advance community radio and/or newspaper announcements regarding the event and the closures.

The applicant shall coordinate all road closures with the Police Department and shall provide an adequate number of volunteers to assist with traffic control and barricade setup/removal during each event.

The applicant shall coordinate all road closures with START, Fire/EMS, Public Works and the Police Department. Volunteer placement and assignments shall be reviewed and approved in advance with the Police Department.

The applicant shall be responsible for producing, posting and removing the temporary No Parking signs. No Parking signs must be posted two days prior to the parking closures. The applicant should meet with the Police Department two weeks prior to the event to discuss the procurement, posting and removal of the signs.

Emergency vehicle access lanes shall be maintained during the event.

FIREWORKS

All fireworks displays must be approved by the Fire Chief prior to the event.

The Fire Department will monitor the firing area potential for wildfire. The Department will make recommendations directly to the applicant for mitigation and will give final approval the day of the event.

The application shall be subject to the review and approval of the Fire Department and any additional conditions or restrictions placed by such Department.

Please note, that the conditions and restrictions listed above are standard for special events held in Town, additional conditions or restrictions may be required by the Town Council and/or staff upon further review of the application.

I have read and understand the standard conditions for events. I have answered all of the questions in this application truthfully and to the best of my knowledge.

APPLICANT: Wm Brown
Signature

APPLICANT: Will Brown
Printed Name

DATE: 3/9/22

TITLE: EVENT OPERATIONS DIRECTOR

Description & Purpose of Event

Center Benefit

The Center Benefit is Center for the Arts' only fundraising event of the year. Donations to this event represent over 25% of The Center's annual fundraising revenue, ensuring The Center remains viable and can deliver on its mission to connect our creative community by providing a dedicated campus, supporting excellent programming, and nurturing a collaborative spirit. Funds raised from The Center Benefit directly support the 21 nonprofit organizations in our community who call The Center their home.

Historically this annual event has been held in the Center Theater. In 2021, in response to COVID-19, the event moved outside in The Center Park. With the success of the 2021 event The Center would like to hold the event outdoors again. We are able to host this event within our own grounds without a special events permit in accordance with our ground lease and Jackson Municipal code § 12.28.040.D. However, the approval of this permit, including the closure of a section of Cache Street, would allow for greater distancing for our patrons and create a safer experience all around. Current plans for The Center Benefit include a capacity limit of 2000 patrons.

Our site plans include putting a stage van on Cache Street at the junction with Hansen Avenue, facing west toward the Center Park. Patrons can then congregate throughout the grassy area of the lawn, under various tents. Patrons will enter the site through three gates: one on Cache Street just south of Simpson Avenue, one on Cache Street at the alley between Hansen Avenue and Kelly Avenue, and one at the northwest corner of The Center Park near Glenwood Street. See the included site map for more information.

Gates will open at 6:00 pm and the concert begins at 7:00 pm. We are working with restaurant and catering sponsors to offer food and beverage services along Cache Street. The concert ends at 9:00 pm, and the public would be off site by 10:00 pm. Breakdown on Town property (Cache Street) will be completed by midnight.

Barricades: 

Tents: 

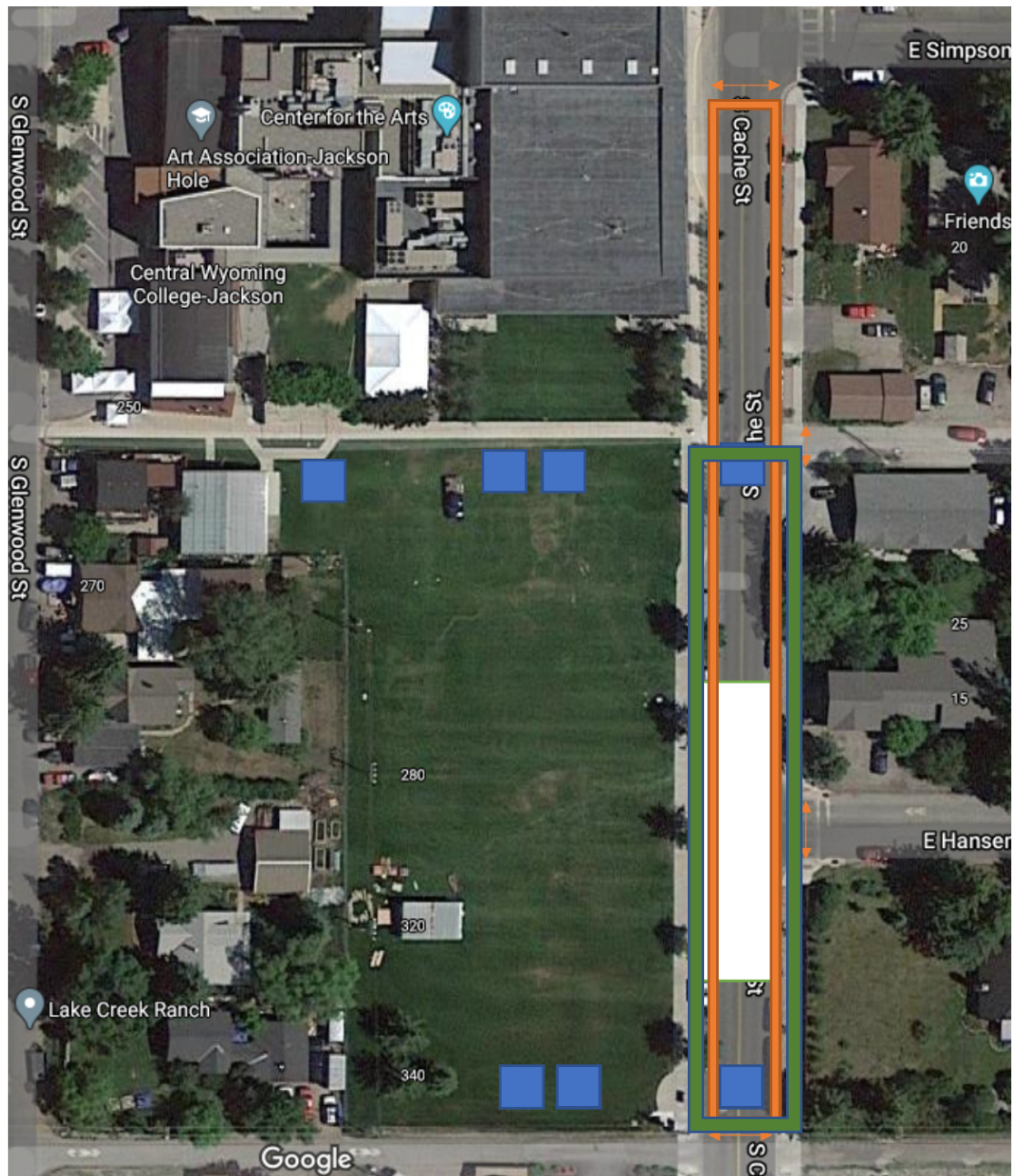
Stage and
generators:



2021
Closure:



2022
Closure:



Greetings,

On Wednesday, July 13th, 2022, Center for the Arts is holding our annual benefit concert on the Center Lawn. The Center Benefit is The Center's only fundraising event of the year.

Current plans for The Center Benefit include a temporary closure of S. Cache Street on the day of the event, beginning just south of E. Simpson Avenue and ending at the alley south of E. Hansen Avenue. You are receiving this notice because you are located within a two-block radius of the event site and/or the proposed road closure.

Our site plans include placing a stage van with amplified sound on S. Cache Street at the junction with E. Hansen Avenue, facing west toward Center Park. Patrons will congregate throughout the grassy area of the park. Patrons will enter the site through one of three gates: one entrance on S. Cache Street just south of E. Simpson Avenue; a second entrance on S. Cache Street at the alley between E. Hansen Avenue and E. Kelly Avenue; and a third entrance at the northwest corner of Center Park near S. Glenwood Street. [See the included site map for more information.](#)

The road closure will take place on the morning of Wednesday, July 13th, with event setup happening throughout the day. Gates will open to the public at 6:00 pm and the concert begins at 7:00 pm. We are working with restaurant and catering sponsors to offer food and beverage services along S. Cache Street. The concert will end at 9:00 pm, and the public will be off site by 10:00 pm. Breakdown on town property (S. Cache Street) will be completed, and the route will be reopened, by midnight.

On *****, Jackson Town Council will consider our special event application addressing this requested road closure. You are welcome to attend and ask questions or make public comment. Additionally, I invite you to contact me directly via the contact information provided below to discuss any questions or concerns you may have.

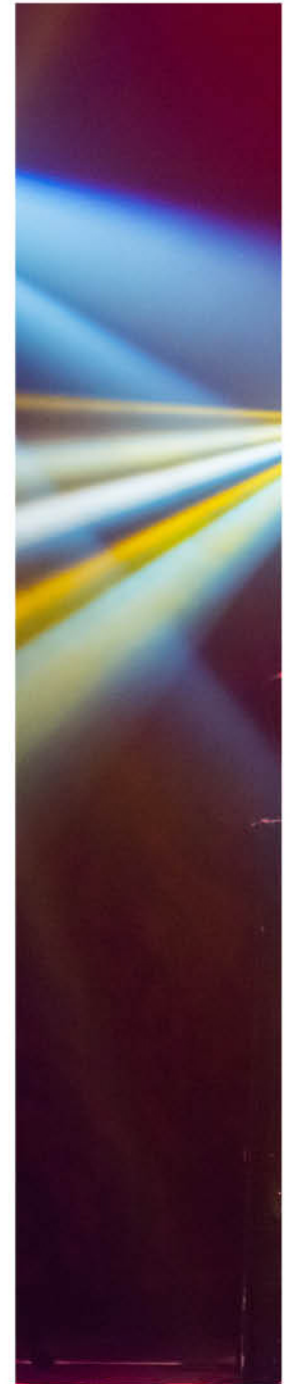
Warm regards,



Marty Camino

Executive Director
Center for the Arts
307-734-8956
marty@jhcenterforthearts.org

CENTER FOR THE ARTS

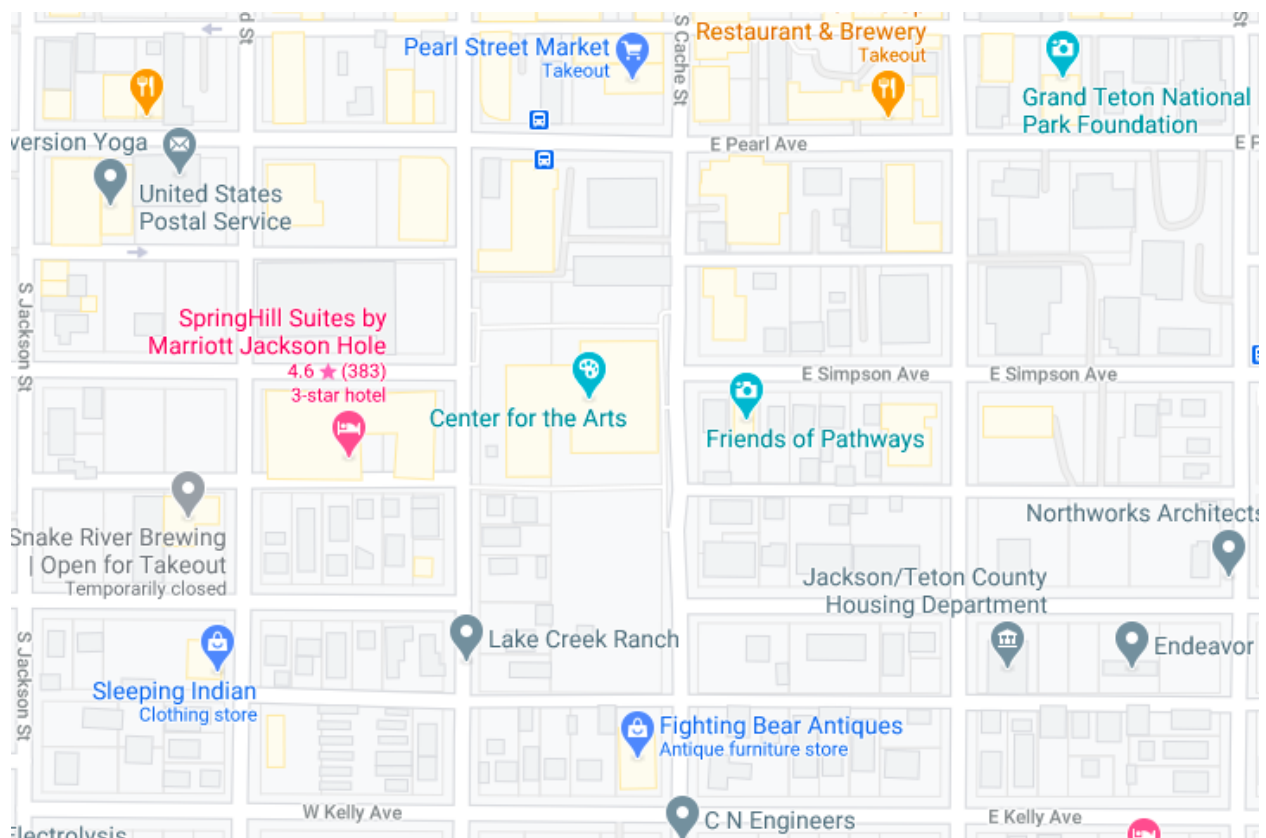


Box Office: 307.733.4900
E-mail: info@jhcenterforthearts.org
Web: jhcenterforthearts.org
Address: 265 S. Cache | P.O. Box 860
Jackson, WY 83001

The above notice will be distributed to all residences, businesses etc. within the confines of the map below.

This list includes but is not limited to:

Spring Hill Suites (business)
Pearl Street Market (business)
Audrey Hagen (resident)
Jim and Joy Bowls (resident)





COMMCEN-01

MPAPE

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

3/9/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Tegeler & Associates PO Box 4836 Jackson, WY 83001	CONTACT NAME: Mark Pape PHONE (A/C, No, Ext): (307) 733-4735 E-MAIL ADDRESS: mpape@tegelerinsurance.com FAX (A/C, No):														
INSURED Community Center for the Arts PO Box 860 Jackson, WY 83001	<table><tr><th>INSURER(S) AFFORDING COVERAGE</th><th>NAIC #</th></tr><tr><td>INSURER A : Philadelphia Insurance Company</td><td>18058</td></tr><tr><td>INSURER B : Cincinnati Insurance Company</td><td>10677</td></tr><tr><td>INSURER C : BCS Insurance Company</td><td></td></tr><tr><td>INSURER D :</td><td></td></tr><tr><td>INSURER E :</td><td></td></tr><tr><td>INSURER F :</td><td></td></tr></table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A : Philadelphia Insurance Company	18058	INSURER B : Cincinnati Insurance Company	10677	INSURER C : BCS Insurance Company		INSURER D :		INSURER E :		INSURER F :	
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INSURER F :															

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

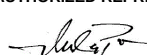
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR ☒ Professional Liab GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PRO-JECT ☐ LOC OTHER:	X		PHPK2245068	3/2/2021	3/2/2022	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 Liquor Liab \$ 1,000,000
A	☐ AUTOMOBILE LIABILITY ☐ ANY AUTO OWNED AUTOS ONLY ☒ HIRED AUTOS ONLY ☐ SCHEDULED AUTOS ☒ NON-OWNED AUTOS ONLY			PHPK2245068	3/2/2021	3/2/2022	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	☒ UMBRELLA LIAB ☒ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE DED ☒ RETENTION \$ 10,000	X		PHUB758740	3/2/2021	3/2/2022	EACH OCCURRENCE \$ 10,000,000 AGGREGATE \$ 10,000,000 \$
A	☐ WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) ☐ Y / N If yes, describe under DESCRIPTION OF OPERATIONS below		N / A	PHPK2245068	3/2/2021	3/2/2022	PER STATUTE ☒ OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
B	Management Liab			EMN 0569501	3/2/2021	3/2/2022	Claims Made 2,000,000
C	Cyber Liability			RPS-P-0905817M	3/2/2021	3/2/2022	Per Claim 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Certificate Holder is afforded Additional Insured GL: CG2026 0413

CERTIFICATE HOLDER

CANCELLATION

Town of Jackson PO Box 1687 Jackson, WY 83001	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
--	--

Recycling and Waste Plan for July 13th

The Center is proud to be a business leader with Teton County's Road to Zero Waste. We pride our events on reducing waste on the front end, and if waste can't be eliminated it is mostly recycled. Our event team is very familiar with executing events that involve multiple recycling and waste stations. The Center has all the necessary bins in house for the event. During The Center Benefit, these stations will be at every entrance/exit to the grounds (3). There will be an additional 5 stations placed around The Center park where patrons can dispose of waste and recyclables bringing the total station number to 8.

The stage, stage crew areas, back stage area, and catering areas will each have waste/recycling stations in them as well. These sites will have waste team leaders that will be tasked with cleaning as the evening progresses. All water bottles used by talent will either be reusable or recyclable, and will be cleaned up upon completion of the event.

Waste/ Recycling Stations will be removed upon completion of the evening from the grounds to avoid any waste/ domestic (dogs) or wild (ravens, etc.) animal encounters.

Upon conclusion of the evening, Center Volunteers and Center staff will run a sweep of the park, side walk and Cache street areas (entire site) of waste and trash. The Following morning upon sunrise (6:18 am) Center Staff will be on site to clean anything that was missed in the dark. This final step will ensure the entire event site is just as clean as it was before the event took place.

On the back end of the event, recyclables will be sorted in house and picked up by Jackson Curb Side Recycling, trash and other waste will be picked up by The Center's local provider.

STAFF REPORT



Meeting Date:	May 2, 2022	Meeting Title:	Regular Meeting
Submitting Department:	Administration	Presenter:	Carl Pelletier
Agenda Item:	Special Event: Farmers Market on the Town Square	Public Comment	Yes

Purpose & Policy Considerations.

The Mayor and Council approve all special event applications requesting the use of public property, exemptions from Municipal Code, services of Town personnel and Town equipment on behalf of the Town of Jackson.

Requested Action.

Staff is requesting Town Council to consider the special event application submitted by the Jackson Hole Farmers Market on the Town Square to host its annual Farmers Market on Saturday mornings around the Town Square between the dates of June 25 and September 18, 2022 as well as the Community Fall Festival Farmers Market on September 24, 2022.

This request includes an increase of 2 markets as compared with previous summers. Traditionally, the Farmers Markets have started in early July.

Recommendations.

Staff recommends the approval of the application, subject to the conditions and restrictions listed in this staff report.

Background.

The applicant, Jackson Hole Farmers Market on the Town Square, requests permission to host its annual Farmers Market on Saturday mornings around Town Square. The event was initiated in 2001. This is an event allowing local farmers and local businesses to sell organic food products. The Farmers Market will contribute 10% of weekly gross proceeds to each participating non-profit of the week.

Two summers ago, due to COVID-19, the applicant was approved for a change from their previous operating footprint to allow for social distancing at the Saturday morning markets. The applicant is again requesting the complete closure of Deloney (between Cache and Center) and the complete closure of Center (between Deloney and Broadway) between the hours of 6:00 A.M. and 1:00 P.M. every Saturday from June 25 through September 18. Each market will begin at 8:00 A.M.

This request also includes permission to host a Community Fall Festival on the final day of the Farmers Market, September 24, 2022. The Community Fall Festival is an expanded Farmers Market on streets surrounding the Town Square which will end for the public by 2:00 P.M. with clean-up being complete by 3:30 P.M.

This closure request allows for additional space for social distancing in an effort to mitigate the potential spread of COVID-19. The Teton County Health Department has reviewed of this layout from a social distancing perspective. The applicant indicated that they did not receive any complaints from business owners surrounding the Town Square regarding this layout for the past two seasons.

Additional requests associated with this event include:

- Permission to close Deloney Avenue (between Cache and Center) and Center Street (between Deloney and Broadway) for each market from 6:00 A.M. to 1:00 P.M. every Saturday from June 25 through September 18 for vendor booths and pedestrians.
- The applicant utilizes its own barricades for the street closures and will also be responsible for the production, posting and removal of the associated no parking signage.

- Permission to display two temporary event banners per the attached sign permit applications. The applicant also requests permission to display two onsite 5'x7' banners to be displayed on tents.
- Permission to display light pole banners per the attached sign permit application.
- Access to electricity from the park.
- Permission for amplified sound associated with this event.
- Permission for an Exposition License associated for each market.
- Permission to utilize barricades and road signs from Public Works if necessary.
- Permission to ban dogs from within the event boundary. This ban was initially approved for the summer of 2015. The procedure worked well for the organization and they are requesting this again for the summer of 2018. In the past concerns regarding dogs at this event have been raised by the Farmers Market staff, volunteers, vendors and patrons. With this in mind, the applicant is seeking permission to ban dogs from within the boundary of this Town Council approved event. Currently there is a Town ordinance prohibiting dogs from being in the Town Square; however, this dog ban request would extend beyond the boundary of the Town Square and into the event boundary. The Police Department has indicated that since there is no ordinance prohibiting dogs in the public streets, they could enforce either trespass or breach of peace if someone brings a dog within the event boundary and refuses to leave. The Police Department has also indicated that if the Town Council determines that this issue is one worth pursuing for a long-term solution than an ordinance could be considered at some point. An ordinance would allow for enforcement. The applicant has indicated that they would make efforts to educate the public in regards about dogs at the Farmers Market. The Police Department has indicated that when they have a CSO available that they would be asked to be a presence at the Farmers Markets.
- Use of the George Washington Memorial Park from 8:00 A.M. – 9:00 A.M. on Farmer Market Saturdays for the Market's "Wellness of the Week" program. The applicant will "offer free yoga, fitness type activities to people free of charge so they can enjoy a healthier lifestyle in Jackson Hole." This program would take place from 8:00 A.M. until 9:00 A.M. in the eastern quadrant of the George Washington Memorial Park. The applicant has indicated that would ask each instructor to provide their own Certificate of Insurance to cover the time they are donating. The applicant also indicated that they would place a sign at each market indicating that the activity was free of charge and donated by the individual and the business they work for giving them acknowledgement for their time donated. Wellness of the Week activities will only take place with the review and approval of the Teton County Health Department.
- Use of amplified sound for the Wellness of the Week event.
- Full closures of Broadway between Cache and King, Deloney between Cache and Center, and Center between Broadway and Deloney for the Community Fall Festival on September 24, 2022. The Community Fall Festival.
- Permission for a sidewalk sale by downtown merchants during the Community Fall Festival. This sidewalk sale may only take place if the Community Fall Festival occurs.
- Catering permit on Saturday, September 24th from 11:00 A.M. to 2:00 P.M. for alcohol sales on Broadway Avenue between Center Street and Cache Street.
- Relief from Town ordinances as follows: Applicant requests the issuance of a catering permit for Broadway Avenue (between Cache and Center) on Saturday, September 25th. Beer will be served on Broadway as indicated in the site map. Municipal Code 6.40.050 prohibits open containers and the consumption of alcohol on any street, sidewalk or curb or any other public property. Alcohol will not be permitted in the George Washington Memorial Park.

Analysis.

The application has been submitted for review and comment to all Town departments. The applicant will work with the Teton County Health Department in an effort to mitigate the potential spread of COVID-19 with guidelines and recommendations from the CDC. The applicant has agreed to meet with staff throughout the summer to adjust the event as necessary.

Possible Alternatives.

- Approve the request with modifications
- Deny the request
- Other

Comprehensive Plan & Priority Alignment.

Special events align within the Comprehensive Plan & Community Priority Goals in addressing Town as Heart of the Region – The Central Complete Neighborhood: The Town of Jackson will continue to be the primary location for jobs, housing, shopping educational and cultural activities.

Principle 4.4—Enhance civic spaces, social functions, and environmental amenities to make Town a more desirable Complete Neighborhood.

The Town of Jackson has traditionally served as the cultural, social and civic hub for Teton County and the region. Maintaining and improving public spaces will support Jackson as the community's central Complete Neighborhood, a gateway to the nation's parks and forests, and the regional center for tourism, the arts and employment. The enhancement of natural features such as Karns Meadows, Flat Creek and Cache Creek corridors will further contribute to Jackson's role as the central Complete Neighborhood.

Policy 4.4.a: Maintain and improve public spaces

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

Fiscal Impact.

Fiscal impact includes income from Exposition Licenses totaling \$3,458 (14 markets x \$247 per market), a Catering Permit totaling \$20 for the Fall Festival market and a special event application fee of \$27. A total income of \$3,505 is expected from this event.

Staff Impact.

Staff impact includes:

- processing catering permits and exposition permits (approximately 30 minutes),
- securing town equipment from Public Works (approximately 30 minutes),
- departmental review of application (approximately 3 hours of total staff time),
- pre-event meetings with the applicant (approximately 4 hours of total staff time),
- preparation of staff report (approximately 2 hours),
- follow-up actions (approximately 1 hour and 30 minutes),
- On duty Police Officers for possible towing of cars and being a general presence at the event (approximately 15 hours).

In total approximately 26.5 hours of staff time split between town, county and joint departments.

Conditions and Restrictions.

Staff recommends the approval of the special event permit application (with the exception of the request for trash removal), subject to the following conditions and restrictions:

1. The applicant will adhere to all federal, state or local health orders in place at the start of each market.
2. The applicant shall clean up immediately after each day of the event and shall be responsible for the removal of all refuse and recycled material generated by the event.

3. Applicant shall encourage market users to utilize the downtown parking structure.
4. Insurance: An insurance certificate that names the "Town of Jackson as an additional insured including its Officers, Officials, Employees, and Volunteers" and states that coverage is primary and non-contributory is required for every event. Insurance limits must be at least \$1,000,000/occurrence and \$1,000,000 aggregate. The additional insured language on the certificate may not include any limitations or exclusions. Insurance certificates are subject to the review and approval of the Town attorney.
5. The applicant shall obtain an Exposition License for the Town of Jackson covering each day of the event. Social security numbers for all vendors shall be provided to the Finance Department at least 10 days prior to each event.
6. The applicant shall coordinate the use of electric with the Parks & Recreation park superintendent at least three (3) business days prior to the event.
7. No exhibits, tables, chairs, or other equipment shall be placed on walkways as to obstruct pedestrian traffic.
8. Attaching signage of any kind to the antler arches or fences is prohibited.
9. Any power cords that cross walkways shall be taped and secured as to avoid a tripping hazard.
10. The applicant shall be responsible for the production, posting and removal of the no parking signage. As such, it will be the responsibility of the applicant to remove or tow vehicles parked in spaces intended for use by vendors.
11. The applicant will work with Town personnel in accommodating other special events that may take place in the area. Specifically, the applicant will work with the Community Foundation to accommodate Old Bill's Fun Run subject to Town approval.
12. Temporary event banners may be put up the Wednesday prior to each market date and shall be removed at the closure of each market day. No items shall be stored on the Town Square (including the stage stop building) between events.
13. Any tents larger than 400 square feet will require approval through the Fire Department. A Temporary Tent Permit Form will need to be completed and approved prior to the start of the event. This Temporary Tent Permit can be found on the Jackson Hole Fire / EMS website.
14. Light post banners shall be coordinated through the Chamber of Commerce and the Town of Jackson Public Works Department.
15. The applicant will work with the Jackson Police Department in an effort to educate, report and enforce a dog ban within the event boundaries if the Town Council approves a dog ban.
16. Any additional conditions as directed by the Town Council.
17. The applicant will work with the Teton County Health Department in efforts to implement practices that help mitigate the potential spread of COVID-19.
18. The applicant shall apply and pay for a catering permit prior to the Fall Festival Market on Saturday, September 24, 2022.
19. The applicant shall take all measures necessary to comply with applicable alcohol dispensing laws and regulations, including the prevention of sales to and consumption by minors and the prohibition of consumption off the authorized premises. An ID bracelet system shall be utilized and all ID's checked.
20. Only 16oz or smaller plastic cups (or other 16oz cups pre-approved by the Town) are used for beer sales.
21. No more than two beers will be sold to any one person at one time.
22. The applicant shall report any incidents of underage drinking or potential over consumption of alcohol to the Police.
23. The applicant will post *no alcohol consumption beyond this point* signs with barricades at either end of Broadway. These exit points will be staffed by personnel monitor participants ensuring that open alcohol does not leave the approved area.

Attachments or Links.

Special Event Application

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

I move to approve the special event application made by the Jackson Hole Farmers Market on the Town Square for the 2022 Jackson Hole Farmers Markets including the Community Fall Festival, subject to the conditions and restrictions listed in the staff report.

Special Event Application

Submit Completed Document To:

Town Hall
Town of Jackson - Special Events
150 East Pearl Street
P.O. Box 1687
Jackson, Wyoming 83001



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

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

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

APPLICANT INFORMATION

Name of Event: Jackson Hole Farmers Market on the Town Square

Name of Organization: Jackson Hole Farmers Market

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

Mailing Address: P.O.Box 744

City: Jackson State: WY Zip Code: 83001

Name of Person Completing Application: Jenny May Shervin

Email Address: jhfmts@gmail.com

Work Phone: 805-698-5489 Cell Phone: 805-698-5489

EVENT INFORMATION

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

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

The mission of the Jackson Hole Farmers Market is to champion and support local farms and _____

Location of Event: Town Square (Center & Deloney) Alternative Location: _____

Date(s) of Event: Every Saturday June 25th- Event Operating Hours: _____

Event Set Up Begins Date: June 25, 2022 Time: 6:00am

Event Clean Up Ends Date: September 24, 2022 Time: 1:00pm (Fall Festival

Special Event Application

EVENT INFORMATION (Continued)

Estimated Event Attendance (Spectators and Participants) Per Day: 250 at one time Total Event: 12,000 varies

Special Considerations (check all that apply):

- | | | |
|--|---|--|
| ☐ Alcoholic Beverages | ☒ Cooking/Grilling | ☐ Electricity Requested |
| ☒ Food Sales | ☒ Merchandise Sales | ☒ Recurring Event |
| ☐ Ticketed Admission | ☒ Sound Amplification | ☐ Pets or Animals |
| ☒ Tents | ☒ Street Closure | ☐ Sidewalk Closure |
| ☐ Overnight Parking | ☐ Overnight RV Camping | ☒ Use of Town Square |

Event Co-Sponsor (s): None

All for-profit organizations must submit a letter of event sponsorship from a non-profit organization if sales are requested on public property.

Will you be charging admission or a fee for your event? ☐ Yes ☐ No

Alternative Contact Information During the Event (someone besides applicant who will be on site and available for Town personnel or Police to contact during the event):

Name: Sadek Darwiche Cell Phone: 307-413-6323

EVENT SITE PLAN

On a separate sheet of paper, provide a Site Plan sketch of the event. Include maps or a diagram of the entire event including the names of streets or areas that are part of the venue and the surrounding area. The plan should include the following (if applicable):

- | | |
|---|---|
| ☐ Tents (X) | ☐ Food Vendors (FV) |
| ☐ Beverage Vendors (BV) | ☐ Alcohol Vendors (A) |
| ☐ Portable Toilets (T) | ☐ Hand Washing Sink (HWS) |
| ☐ Stages or Amplified Sound (SO) | ☐ Bleachers (BL) |
| ☐ Garbage Receptacles (G) | ☐ Recycling Receptacles (RR) |
| ☐ Retail Merchants (RM) | ☐ Security (P) |
| ☐ Fire Lane (FL) | ☐ Fire Extinguishers (EX) |
| ☐ First Aid / EMS (FA) | ☐ Barricades (B) |
| ☐ Electricity / Generator (EL) | ☐ Trailers, Vehicles, Storage (TR) |

Fire hydrants or sidewalk curb breaks that are used for ADA accessibility may not be blocked at any time.

Special Event Application

STREET / SIDEWALK / PUBLIC PARKING LOT - CLOSURE REQUESTS

Will the event close any street, sidewalk, alley or public parking lot? ☒ Yes ☐ No

Area of Closure Request	Date(s)	Start Time	End Time
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Closure of Center and Deloney Streets along the border of the Town Square	6/25-9/24		
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Fall Festival will have Broadway, Center and Deloney Road Closures on 9/24 from 6am-3pm			
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The applicant will be responsible for production, posting and removal of "No Parking" and "Handicap Parking" signs along Town streets where public parking spaces exist within the event site. If the event involves a closure this will be need to be coordinated with the Jackson Police Department at least 2 weeks prior to the requested closure date. Jackson Police Department: (307) 733-1430. All parking signs, road signs, cones and barricades must be taken down immediately following the event's ending time.

Will the event restrict / close access to any public parking spaces? ☒ Yes ☐ No

If "Yes", how many parking spaces will be unavailable due to the event: 40 parking spaces

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

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

Route Description: _____ START Bus contacted? ☐ Yes ☐ No

RESIDENT AND/OR BUSINESS NOTIFICATION

Events that require road closures, parking space closures, or sidewalk closures or may cause disruption for the Town of Jackson residents, businesses, churches, etc. may be required to mail or hand deliver notification to the affected parties within a two block radius at least one week prior to the event's Town Council consideration meeting. Notices must reflect the date(s), day(s), time(s) and location(s) of the event, types of activities taking place at the event, the event coordinator's contact information and the date and time of the Town Council meeting.

Have you provided a sample of the notice and a proposed list of recipients?

☐ Yes ☒ No

Special Event Application

TOWN EQUIPMENT REQUESTS

Indicate the type and the quantity of items that you are requesting:

9/24 Only Large Street Barricades

9/24 Only "Road Closed" Street Signs

 Small Sidewalk Barricades

 "Local Traffic Only" Street Signs

 28 Inch Street Cones

9/24 only "Detour" Street Signs

 Candlestick Cones

 32-Gallon Recycling Bins

☼ The equipment above can be arranged through the Public Works Department (307) 733-3079. A \$500 deposit will be required at the time of pick-up for equipment. The applicant is responsible for arranging the pick up of equipment from the Public Works Department as well as returning equipment immediately following the event. The Town of Jackson will only deliver equipment to parades and Town sponsored events.

☼ The Town of Jackson has a very limited number of recycling bins that can be utilized as part of your event's recycle plan. The applicant will be responsible for emptying the recycle containers and cleaning the bins before they are returned to the Public Works Department.

☼ If you are uncertain of the exact number of equipment needed please feel free to contact either the special event coordinator or the Public Works Department for additional information.

☼ Additional equipment such as bleachers, electrical spiderboxes, etc., can be requested through the Parks and Recreation Department (307) 732-5753.

TOWN SERVICES REQUESTS

Indicate the Town services that you are requesting. *Please note: you will need to coordinate services with individual departments and a fee may be associated with your request.*

POLICE DEPARTMENT

(307) 733-1430

☐ Event Security

☐ Mounted Horse Patrol

☐ Traffic Control

☐ Race Lead Vehicle

☐ Parade Lead Vehicle

☐ General Presence

☒ Towing / Ticketing

☐ Assistance with
Parking Closures

☒ Assistance with
Street Closures

Please describe in detail your request: _____

Street closures on Center & Deloney from 6/25-9/24 6am to 1pm (Every Saturday) and _____

The Chief of Police determines if police services will be needed at the special event for public safety concerns. The Chief of Police will also determine the number of police officers to staff the event. Fees may be associated with the need for additional police services at the event.

Special Event Application

TOWN SERVICES REQUESTS (Continued)

PUBLIC WORKS DEPARTMENT (307) 733-3079

☐ Street Sweeping

☐ Snow Removal

☐ Street Marking

Please describe in detail your request

PARKS AND RECREATION DEPARTMENT (307) 732-5753

☐ Irrigation Locates - Any event placing stakes in turf must obtain irrigation locates.

☒ Electricity Access

☐ Turf / Tree Care - Any additional mowing, raking, trimming or spraying needs.

☐ Additional Public Restroom Cleaning

Please describe in detail your request: _____

**Please note: if you are requesting the use of a public park or public ball field you must confirm and reserve your space through the Parks and Recreation Department. The only exception is George Washington Memorial Park (Town Square), which does not require a reservation form.*

Is the requested event site a public park or ball field? ☐ Yes ☒ No

If "Yes", has the site been reserved with Parks and Recreation? ☐ Yes ☐ No

FIRE / EMS DEPARTMENT (307) 733-4732

☐ Foot Patrol

☐ Ambulance

☐ Fire Engine

☐ Rescue Truck

☐ Bicycle Patrol

☒ Event Site Inspection

Please describe in detail your request: Fire Safety inspection of vendors preparing food on-site. _____

Special Event Application

TOWN SERVICES REQUESTS (Continued)

START BUS

(307) 732-8651

☐ Event Specific Shuttle(s)

Please describe in detail your request: _____

VOICE / MUSIC AMPLIFICATION REQUESTS

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

If "Yes", please indicate times: Start Time: 9:00am Finish Time: 11:30am

Will your event feature any musical entertainment? ☒ Yes ☐ No

If "Yes", please attach the schedule of any music or entertainment proposed to occur during event.

SIGN or BANNER REQUESTS

Are you requesting to hang signs or banners? ☒ Yes ☐ No

If "Yes", have you completed a sign permit application? ☒ Yes ☐ No

A Sign Permit Application will need to be submitted along with this application if signs are requested. This permit can be accessed on the Town of Jackson website or through the Planning Department.

INSURANCE REQUIREMENTS

An insurance certificate is required prior to the start of your event. This certificate must name the "Town of Jackson as an additional insured including its Officers, Officials, Employees, and Volunteers" and must also state that coverage is primary and non-contributory is required for every event. Insurance limits must be at least \$1,000,000/occurrence and \$1,000,000 aggregate. **The additional insured language on the certificate may not include any limitations or exclusions.** Insurance certificates are subject to the review and approval of the Town Attorney. Please be sure to include alcohol liability if there will be alcohol at the event. You must supply insurance before your event.

A certificate of insurance is attached: ☐ Yes ☒ No

Special Event Application

PORTABLE RESTROOMS AND SINKS

The Town of Jackson requires the applicant to provide additional chemical toilets or portable toilets for all events with an anticipated peak time attendance exceeding 75 people.

You are required to provide portable restroom facilities at your event unless you can substantiate the sufficient availability of both ADA accessible and non-accessible facilities in the immediate area of the event site which will be available to the public during your event. The Town of Jackson may determine the total number of required restroom facilities required on a case-by-case basis based on the presence of food and drink at the event and the maximum number of attendees at your event during peak time. The Town of Jackson may determine that you need to coordinate with Parks and Recreation for additional public restroom cleanings if you intend on using a public restroom as part of your restroom facility plan.

Do you plan to provide portable restroom facilities? ☐ Yes ☒ No

If "Yes", please indicate the total number of portable toilets and number of ADA accessible toilets.

Total Number of Portable Toilets: _____ Number of ADA Accessible Portable Toilets: _____

If "No", please explain: _____

Portable restrooms may not be located within 50 feet of any food vendor.

Restroom Company: _____

Restroom Drop off / Pick Up Date for Drop Off: _____ Time for Drop Off: _____

Date for Pick Up: _____ Time for Pick Up: _____

ALCOHOL

Will there be alcoholic beverages at the event? ☐ Yes ☒ No

Will you be offering any alcoholic beverages besides beer? ☐ Yes ☒ No

If "Yes", what will be offered in addition to beer? Only at our Fall Festival on 9/24/22

If you are planning on serving alcoholic beverages at your event, then either a completed Malt Beverage Permit (beer only) or Catering Permit (beer, wine and/or spirits) must be submitted. You can access these applications on the Town of Jackson website.

Special Event Application

VENDORS / MERCHANTS / SALES

Will anything be sold at your event?

☒ Yes

☐ No

If you are planning on selling items at your event then you will need to complete either an Exposition Business License (for 2 or more vendors) or a Transient Merchant License (for 1 vendor). A complete list of vendors, including a vendor tax ID, must be submitted to the Town of Jackson and to the State of Wyoming's Department of Revenue prior to the event. Both the Exposition License and the Transient Merchant License are on the Town of Jackson's website.

Please describe any sales activity at your event:

Food and drink sales at the Farmers Market

Will any food or beverages be sold at your event?

☒ Yes

☐ No

If "Yes", you will need to contact the Teton County's Department of Environmental Health prior to the event (307) 732-8490.

TRASH REMOVAL PLAN

All events are required to have a plan for the collection removal of trash during and after the event. The trash receptacles located in the Town parks, parking lots, ball fields, sidewalks and public restrooms should not be included in the waste removal plan. ***For assistance with formulating a Trash Removal Plan please contact Integrated Solid Waste and Recycling at (307) 732-5771.***

Will you be using a waste company for your waste removal plan?

☐ Yes

☒ No

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

How many trash receptacles will be supplied for your event? 2 by FM plus each vendor is required

When will the trash receptacles be delivered? _____

When will the trash receptacles be picked up and removed from site? 12:30pm every Saturday

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

FM organizers collect and remove all trash receptacles and vendors are required to keep the space clean.

Applicants are responsible for cleaning and restoring the site immediately following the event. Please pick up all trash associated with your event including, but not limited to paper, bottles, cans, signs, course markings, etc. The cost of any employee overtime incurred because of an applicant's failure to clean / restore the site following the event will be borne by the applicant and will be considered in future application requests. If you believe that no litter will be generated during your event please state this in your plan.

Special Event Application

SUSTAINABLE EVENT PLANNING

The Town of Jackson encourages all special events to strive to be sustainable in our community and for our environment. We have partnered with the **Teton County Integrated Solid Waste and Recycling (ISWR)** to offer opportunities to help your special event to be as "green" as possible. Opportunities available:

- ☐ Rental / Use of Recycling Bins for Special Events
- ☐ Use of JH20 Water Bottle Refilling Station for Special Events
- ☐ Consultation on Conducting Green Special Events

Please contact the Waste Diversion and Outreach Coordinator at ISWR at 307-732-5771.

RECYCLING PLAN

All events are required to have a plan for the collection and removal of recyclable materials during and after the event. The recycling receptacles located in the Town parks, parking lots, ball fields, sidewalks and public restrooms should not be included in the recycling collection and removal plan. ***For assistance with formulating a Recycling Plan please contact Teton County Integrated Solid Waste and Recycling (ISWR) at (307) 732-5771.***

Will you be using a company for your recycling plan? ☐ Yes ☒ No

If "Yes" which company will you be using? _____

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

When will these recycling receptacles be delivered? _____

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

Describe your plan for collection and removal of recyclable materials during your special event: _____

Applicants are responsible for cleaning and restoring the site immediately following the event. If you believe that no recyclable materials will be generated during your event please state this in your plan. For a list of recyclables and how they need to be sorted, or for information about where the recycling bins are located call ISWR (307) 732-5771.

Special Event Application

SIGNIFICANT EVENT CHANGES

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

☒ Yes

☐ No

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

Farmers Market will also be relocated to Broadway only for Old Bill's Fun Run, planned in advance by OBFR coordinators.

STANDARD CONDITIONS OF APPROVAL

Please review the following standard list of conditions and restricts for events. Initial the bottom of each page indicating that you have read, understand and agree to these conditions and restrictions.

GENERAL

The event shall be conducted in a timely, safe and professional manner.

All town ordinances, including, but not limited to noise, possession and use of weapons, open fires and animals (including the prohibition of dogs in any town park) shall apply to all events except where specifically granted relief by the Town Council.

The applicant shall advise and instruct all participants, volunteers, vendors, merchants and spectators on event conditions, restrictions, prohibitions and responsibilities as indicated by the Town Council in the staff report.

Initials: JMS

Special Event Application

STANDARD CONDITIONS FOR ALL EVENTS (continued)

TRASH / CLEAN UP

The applicant shall clean up immediately following each event and shall be responsible for the collection and removal of all refuse generated by the event.

If trash will be generated from the event, then the applicant must supply extra trash and containers and dispose of all trash generated by the event. Trash containers shall not be permitted to overflow.

If recyclable materials are generated from the event, then the applicant is required to provide recycling containers and provide for the removal of all recycled material. Recycling containers shall not be permitted to overflow.

STREETS

Fire department access roads shall have and maintain a clear and unobstructed width of 20 feet and unobstructed vertical clearance of not less than 13 feet 6 inches to allow for emergency vehicle traffic along ALL areas of open and closed streets (IFC 503.2.1). Booths and tents may be erected on either side of street, however, a 20 foot straight path must be provided.

SIDEWALKS

The applicant shall not block walkways or otherwise obstruct pedestrian traffic.

All walkways, boardwalks, entrances and ADA ramps must be kept open and unobstructed at all times

All power and sound cords that cross walkways shall be taped and secured to avoid a tripping hazard.

POWER / ELECTRICAL

Electrical power is available from Town Square. The applicant shall coordinate all power needs with the Parks & Recreation Department's Park Manager (307-733-5057) at least three (3) business days prior to the event.

All power and sound cords that cross walkways shall be taped and secured to avoid a tripping hazard.

All electrical/temporary power shall be in accordance with the 2011 National Electric Code and subject to inspection from this Department (IFC 605.9).

ADDITIONAL PERMIT & LICENSE FEES

The applicant shall apply and pay for all licenses and/or permits prior to the events.

Initials: JMS

Special Event Application

STANDARD CONDITIONS FOR ALL EVENTS (continued)

TOWN EQUIPMENT

The use of the Parks & Recreation Department bleachers shall be coordinated through that department (307) 732-5753.

Barricade, road sign, cone and recycle bin use shall be coordinated through the Public Works Department. The applicants shall be responsible for pick up, setup, placement and disassembly and return. All equipment use require a \$500 damage deposit that must be submitted at the time of pick up at the Public Works Department to protect against any loss or damage.

All barricades, cones, bins and road signs must be removed immediately following the event. These items must be returned the same location as they were picked up.

PORTABLE RESTROOMS

If applicable, the applicant shall provide an adequate number of port-a-potties at the event site and shall arrange for their removal immediately at the conclusion of the event.

The applicant shall ensure all port-a-potties are placed on paved areas.

INSURANCE

The applicant and all participating organizations are required to maintain liability insurance in the amount of \$1,000,000.00. Prior to the event, each organization shall provide a certificate of insurance naming the Town of Jackson as an additional insured including its Officers, Officials, Employees, and Volunteers and must also state that coverage is primary and non-contributory. The Town Attorney shall approve all certificates of insurance.

FOOD / VENDING

The applicant shall obtain the necessary food service permits from Teton County Environmental Health.

The applicant shall provide additional trash receptacles in the food service areas.

Per Section 5.20 of the Municipal Code: The applicant shall be responsible for ensuring that all sales tax receipts are remitted to the Wyoming Department of Revenue and in no event later than the thirtieth day of the month following the exposition [and] acquire and keep on file names, addresses and phone numbers of all participants.

In addition to providing a list of all participating vendors, artists, and merchants, along with their social security numbers and addresses, to the Wyoming Department of Revenue, pursuant to Jackson Municipal Code Section 5.20.020 A.1.b., the applicant shall also provide that same list to the Town of Jackson Finance Department.

Vendors shall not dump hot water or other liquids on the turf.

Initials: JMS

Special Event Application

STANDARD CONDITIONS FOR ALL EVENTS (continued)

ALCOHOL

The applicant shall take all measures necessary to comply with applicable alcohol dispensing laws and regulations, including the prevention of sales to and consumption by minors and the prohibition of consumption off the authorized premises. All ID's must be checked and ID bracelet system may be required.

Only 16oz or small plastic cups are used for beer and alcohol sales.

No alcohol shall be served in bottles or glass containers.

The applicant shall be responsible to be alert to and report any instances of underage drinking to the Jackson Police Department.

It is recommended that servers be TIPS trained prior to serving alcohol. No "over serving" shall be allowed to occur or serving to obviously intoxicated persons.

Participants shall not be permitted to leave the event with open containers.

No more than two beers shall be sold to any person at any one time.

TOWN PARKS

The applicant shall coordinate the use of any public park (including the Town Square), including reservations, paperwork and applicable fees, with the Parks and Recreation Department.

The applicant shall coordinate park reservation and the payment of Parks & Recreation fees at least 30 days prior to the event.

The applicant is required to provide turf protection in front of and behind any table or other exhibit where crowds will stand. The applicant shall abide by all Parks & Recreation Department recommendations with regards to turf protection.

Vehicles are prohibited on all turf areas of any park or anywhere within the Town Square.

No trees or other forestry may be moved, modified, damaged or destroyed to set up booths, tents, or exhibits. No ropes, exhibits, signs, banners or booths may be secured to any live forestry.

Use of Town Square shall be subject to the submission to and approval of staff of a detailed site plan, indicating set-up, safety procedures and turf protection, and the imposition of such other conditions or restrictions deemed necessary.

Irrigation locates are required if stakes are placed in the ground. Applicant may forfeit damage deposit if an irrigation locate is not conducted and irrigation equipment is damaged.

Per Municipal Code, dogs are not allowed in Town Parks.

Initials: JMS

Special Event Application

STANDARD CONDITIONS FOR ALL EVENTS (continued)

TENTS

Irrigation locates are required before any tents may be erected or stakes or any other items are placed in any public park, including the Town Square. The applicant shall coordinate all water locates with the Parks & Recreation Department's Park Manager (307-732-5793) at least three (3) business days prior to the event.

All tents having an area in excess of 200 square feet shall require advance permitting through the Fire Department unless open on all sides (IFC 105.6.43).

Tents which can hold over 50 or more occupants must provide the Fire Department with a detailed site and floor plan detailing means of egress, seating capacity, location and type of heating and electrical equipment (IFC 3103.6).

Tents, canopies or membrane structures shall not be located within 20 feet of lot lines, buildings, other tents, canopies or membrane structures, parked vehicles or internal combustion engines (IFC 3103.8.2).

Tents must meet the flame propagation performance criteria of NFPA 701 (IFC 3104.2).

Combustible materials shall not be located within any tent, canopy or membrane structure in use for public assembly (IFC 3104.5).

Smoking shall not be permitted in tents, canopies or membrane structures. Approved "No Smoking" signs shall be conspicuously posted (IFC 3104.6).

All open flame devices are strictly prohibited within tents unless approved by the fire code official (IFC 3104.7)

Portable 2A:10B-C fire extinguishers shall be provided, one minimum, for tents requiring permits with a 75 foot travel distance (IFC 3104.12).

Any cooking performed within tents shall require advance approval by the Fire Department (IFC 3104.15.3 – 3104.15.7).

Generators and other internal combustion power sources shall be separated from tents, canopies or membrane structures by a minimum of 20 feet and shall be isolated from contact with the public by fencing, enclosure or other approved means (IFC 3104.19).

FAIR GROUNDS / RODEO GROUNDS

All use of the Rodeo Grounds shall be coordinated through and subject to the approval of the Fair Manager under the authority of the Parks and Recreation Department.

Anyone camping at the Rodeo Grounds shall indicate that they are affiliated with the group by placing a card in the windshield of their vehicle. Campers are reminded that fires are not permitted.

Initials: JMS

Special Event Application

STANDARD CONDITIONS FOR ALL EVENTS (continued)

ROAD CLOSURES / PUBLIC PARKING CLOSURES

The applicant shall notify all business, residences, churches, etc. affected by the street closures and public parking closures prior to the public hearing.

The applicant shall notify, in advance, all business, residences, churches, etc. affected by the street closures and public parking closures and shall provide advance community radio and/or newspaper announcements regarding the event and the closures.

The applicant shall coordinate all road closures with the Police Department and shall provide an adequate number of volunteers to assist with traffic control and barricade setup/removal during each event.

The applicant shall coordinate all road closures with START, Fire/EMS, Public Works and the Police Department. Volunteer placement and assignments shall be reviewed and approved in advance with the Police Department.

The applicant shall be responsible for producing, posting and removing the temporary No Parking signs. No Parking signs must be posted two days prior to the parking closures. The applicant should meet with the Police Department two weeks prior to the event to discuss the procurement, posting and removal of the signs.

Emergency vehicle access lanes shall be maintained during the event.

FIREWORKS

All fireworks displays must be approved by the Fire Chief prior to the event.

The Fire Department will monitor the firing area potential for wildfire. The Department will make recommendations directly to the applicant for mitigation and will give final approval the day of the event.

The application shall be subject to the review and approval of the Fire Department and any additional conditions or restrictions placed by such Department.

Please note, that the conditions and restrictions listed above are standard for special events held in Town, additional conditions or restrictions may be required by the Town Council and/or staff upon further review of the application.

I have read and understand the standard conditions for events. I have answered all of the questions in this application truthfully and to the best of my knowledge.

APPLICANT: 
Signature

APPLICANT: Jenny May Shervin
Printed Name

DATE: 03/14/2022

TITLE: Market Manager

STAFF REPORT



Meeting Date:	May 2, 2022	Meeting Title:	Town Council Meeting
Submitting Department:	Administration	Presenter:	Carl Pelletier
Agenda Item:	Special Event: Ultimate Towner Amazing Race	Public Comment:	Yes

Purpose & Policy Considerations.

The Mayor and Council consider all special event applications requesting the use of public property, services of Town personnel and use of Town equipment on behalf of the Town of Jackson.

Requested Action.

Staff is requesting Town Council to consider the special event application submitted by Grand Dynamics for the Ultimate Towner Amazing Race.

Recommendations.

Staff recommends the approval of the application, subject to the conditions and restrictions listed in this staff report.

Background.

The applicant, Grand Dynamics, requests permission to host the special event "The Ultimate Towner Amazing Race" on Sunday, June 5, 2022 between the hours of 10:00 A.M. until 3:00 P.M. The proposed event would involve several groups meeting at Phil Baux Park and embarking on a phone-based scavenger hunt app throughout town. The groups would travel through the town to locate checkpoints and complete challenges at both private establishments and on public property. Upon completing the scavenger hunt the groups would return to Phil Baux Park.

The applicant has indicated that the intent of this app would be to provide visitors a fun, unique, and gamified way to explore Jackson. The applicant has indicated that they would have fun characters (via video in the phone) delivering fun scavenger hunt type challenges in a variety of courses. The course checkpoints would be integrated into their phone-based programs. The applicant indicated that they would be engaging with local businesses, where program checkpoints might be located inside or outside their business.

The applicant expects that approximately 200 individuals would participate in the event in June. Teton County Search and Rescue will be the sponsoring non-profit organization for this event. There would not be any food, beverages or merchandise sold at this event.

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

- Use of Phil Baux Park for the start and finish of the race Permission from Town Council for noise generated from the event including the possibility of music over a loudspeaker.
- Use of Town Equipment such as traffic cones or barricades if necessary.

Analysis.

The application has been submitted for review and comment to all Town departments. The applicant will work with the Teton County Health Department in an effort to mitigate the potential spread of COVID-19 with guidelines and recommendations from the CDC. The applicant has agreed to meet with staff throughout the summer to adjust the event as necessary.

Possible Alternatives.

- Approve the request with modifications
- Deny the request
- Other

Comprehensive Plan & Priority Alignment.

Special events align within the Comprehensive Plan & Community Priority Goals in addressing Town as Heart of the Region – The Central Complete Neighborhood: The Town of Jackson will continue to be the primary location for jobs, housing, shopping educational and cultural activities.

Principle 4.4—Enhance civic spaces, social functions, and environmental amenities to make Town a more desirable Complete Neighborhood.

The Town of Jackson has traditionally served as the cultural, social and civic hub for Teton County and the region. Maintaining and improving public spaces will support Jackson as the community’s central Complete Neighborhood, a gateway to the nation’s parks and forests, and the regional center for tourism, the arts and employment. The enhancement of natural features such as Karns Meadows, Flat Creek and Cache Creek corridors will further contribute to Jackson’s role as the central Complete Neighborhood.

Policy 4.4.a: Maintain and improve public spaces

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

Fiscal Impact.

Direct income: \$27 special event application fee.

Staff Impact.

- Processing exposition permits (approximately 30 minutes),
 - Securing town equipment from Public Works (approximately 1 hour of staff time),
 - Departmental review of application (approximately 3 hours of total staff time),
 - Pre-event meetings with the applicant (approximately 4 hours of total staff time),
 - Preparation of staff report (approximately 2 hours),
 - On-going meetings during the summer (approximately 2 hours)
 - Post summer debriefing (approximately 1 hour)
- In total approximately 13.5 hours of staff time split between town, county and joint departments.

Conditions and Restrictions.

Staff recommends the approval of the special event permit application subject to the following conditions and restrictions:

1. The applicant shall abide by any additional conditions not listed in this staff report as directed by the Town Council.
2. The applicant shall abide by all state and local health orders in place during the event.
3. The applicant will work with the Teton County Health Department in efforts to implement practices that help mitigate the potential spread of COVID-19.
4. The applicant shall provide to the Town in advance of the event an insurance certificate that names the “Town of Jackson as an additional insured including its Officers, Officials, Employees, and Volunteers” and must also state

that coverage is primary and non-contributory. Insurance limits must be at least \$1,000,000/occurrence and \$1,000,000 aggregate. The additional insured language on the certificate may not include any limitations or exclusions. The insurance must include alcohol liability.

5. The applicant shall provide additional trash receptacles. Parks and Recreation indicated that they would require 1 extra trash can for every food truck present.
6. The applicant shall provide one additional port-o-potty for each event.
7. No vehicles, equipment, trailers, etc. shall be parked on any grass or turf areas at the site unless turf protection measures are in place and have been approved by the parks manager.
8. Vendors shall not dump hot water or other liquids on the turf.
9. If generators are staged in the native or turf areas, the generators shall not be placed directly on the native grass or the turf. A barrier approved by the fire marshal shall be used.
10. If generators are used there shall be no refueling in the park.
11. A post event clean up shall occur after every event.
12. Each event will be sponsored by a local non-profit.
13. No more than one non-profit tent will be set up at any given Monday night event.
14. The applicant shall coordinate all set-up needs with the Parks and Recreation park manager (732-5793) at least ten days prior to the start of the event.
15. The applicant is expected to monitor the noise levels of the event to ensure that it is conducted in a manner that reduces the likelihood that it will disturb the residents of the surrounding area or neighborhood. In the event that complaints from residents are received, the person to whom this permit is issued shall be responsible for taking reasonable steps to see that the noise is abated in a timely manner.
16. The applicant shall encourage participants to recycle and vendors to utilize recyclable and biodegradable material.
17. The applicant shall provide recycling containers.
18. Food service shall be coordinated with and approved by Teton County Environmental Health.
19. Fire/EMS will conduct inspections of the site and additional requirements per the International Fire Code could be enforced prior to and during the event.
20. Fire department access roads shall have and maintain a clear and unobstructed width of 20 feet and unobstructed vertical clearance of not less than 13 feet 6 inches to allow for emergency vehicle traffic along ALL areas of open and closed streets (IFC 503.2.1). Booths and tents may be erected on either side of street, however, a 20 foot straight path must be provided. All tents having an area in excess of 200 square feet shall require advance permitting through the Fire Department unless open on all sides (IFC 105.6.43).
21. Tents, canopies or membrane structures shall not be located within 20 feet of lot lines, buildings, other tents, canopies or membrane structures, parked vehicles or internal combustion engines (IFC 3103.8.2)
22. Tents must meet the flame propagation performance criteria of NFPA 701 (IFC 3104.2).
23. Combustible materials shall not be located within any tent, canopy or membrane structure in use for public assembly (IFC 3104.5).
24. All open flame devices are strictly prohibited within tents unless approved by the fire code official (IFC 3104.7)
25. Any cooking performed within tents shall require advance approval by this Department (IFC 3104.15.3 – 3104.15.7).
26. Smoking shall not be permitted in tents, canopies or membrane structures. Approved “No Smoking” signs shall be conspicuously posted (IFC 3104.6).
27. Portable 2A:10B-C fire extinguishers shall be provided, one minimum, for tents requiring permits with a 75 foot travel distance (IFC 3104.12).
28. Generators and other internal combustion power sources shall be separated from tents, canopies or membrane structures by a minimum of 20 feet and shall be isolated from contact with the public by fencing, enclosure or other approved means (IFC 3104.19).

29. All electrical/temporary power shall be in accordance with the 2011 National Electric Code and subject to inspection from this Department (IFC 605.9).

Attachments or Links.

Special Event application

Location Map within May Park

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

I move to approve the special event application, Ultimate Towner Amazing Race, made by Grand Dynamics, subject to the conditions and restrictions listed in the staff report.

Special Event Application

Submit Completed Document To:

Town Hall
Town of Jackson - Special Events
150 East Pearl Street
P.O. Box 1687
Jackson, Wyoming 83001

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



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

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

APPLICANT INFORMATION

Name of Event: Ultimate Towner Amazing Race

Name of Organization: Grand Dynamics

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

Mailing Address: PO Box 6761

City: Jackson State: Wyoming Zip Code: 83002

Name of Person Completing Application: Timothy J Walther

Email Address: tim@granddynamics.com

Work Phone: 3077331989 Cell Phone: 3076904086

EVENT INFORMATION

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

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

Jackson Hole Community Building Event while raising funds for Teton County Search and

Location of Event: Downtown Jackson Alternative Location: _____

Date(s) of Event: Sunday, June 6th Event Operating Hours: 10 am - 3 pm

Event Set Up Begins Date: June 04, 2022 Time: 1 PM

Event Clean Up Ends Date: June 05, 2022 Time: 7 PM

Special Event Application

EVENT INFORMATION (Continued)

Estimated Event Attendance (Spectators and Participants) Per Day: 200 Total Event: 200

Special Considerations (check all that apply):

- | | | |
|--|---|---|
| ☐ Alcoholic Beverages | ☐ Cooking/Grilling | ☒ Electricity Requested |
| ☐ Food Sales | ☐ Merchandise Sales | ☐ Recurring Event |
| ☐ Ticketed Admission | ☐ Sound Amplification | ☐ Pets or Animals |
| ☐ Tents | ☐ Street Closure | ☐ Sidewalk Closure |
| ☐ Overnight Parking | ☐ Overnight RV Camping | ☐ Use of Town Square |

Event Co-Sponsor (s): Teton County Search and Rescue

All for-profit organizations must submit a letter of event sponsorship from a non-profit organization if sales are requested on public property.

Will you be charging admission or a fee for your event? ☒ Yes ☐ No

Alternative Contact Information During the Event (someone besides applicant who will be on site and available for Town personnel or Police to contact during the event):

Name: Scotty McGee Cell Phone: 3074136552

EVENT SITE PLAN

On a separate sheet of paper, provide a Site Plan sketch of the event. Include maps or a diagram of the entire event including the names of streets or areas that are part of the venue and the surrounding area. The plan should include the following (if applicable):

- | | |
|---|---|
| ☐ Tents (X) | ☐ Food Vendors (FV) |
| ☐ Beverage Vendors (BV) | ☐ Alcohol Vendors (A) |
| ☐ Portable Toilets (T) | ☐ Hand Washing Sink (HWS) |
| ☐ Stages or Amplified Sound (SO) | ☐ Bleachers (BL) |
| ☐ Garbage Receptacles (G) | ☐ Recycling Receptacles (RR) |
| ☐ Retail Merchants (RM) | ☐ Security (P) |
| ☐ Fire Lane (FL) | ☐ Fire Extinguishers (EX) |
| ☐ First Aid / EMS (FA) | ☐ Barricades (B) |
| ☐ Electricity / Generator (EL) | ☐ Trailers, Vehicles, Storage (TR) |

Fire hydrants or sidewalk curb breaks that are used for ADA accessibility may not be blocked at any time.

Special Event Application

STREET / SIDEWALK / PUBLIC PARKING LOT - CLOSURE REQUESTS

Will the event close any street, sidewalk, alley or public parking lot? ☐ Yes ☐ No

Area of Closure Request	Date(s)	Start Time	End Time

The applicant will be responsible for production, posting and removal of "No Parking" and "Handicap Parking" signs along Town streets where public parking spaces exist within the event site. If the event involves a closure this will be need to be coordinated with the Jackson Police Department at least 2 weeks prior to the requested closure date. Jackson Police Department: (307) 733-1430. All parking signs, road signs, cones and barricades must be taken down immediately following the event's ending time.

Will the event restrict / close access to any public parking spaces? ☐ Yes ☒ No

If "Yes", how many parking spaces will be unavailable due to the event: _____ parking spaces

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

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

Route Description: _____ START Bus contacted? ☐ Yes ☒ No

RESIDENT AND/OR BUSINESS NOTIFICATION

Events that require road closures, parking space closures, or sidewalk closures or may cause disruption for the Town of Jackson residents, businesses, churches, etc. may be required to mail or hand deliver notification to the affected parties within a two block radius at least one week prior to the event's Town Council consideration meeting. Notices must reflect the date(s), day(s), time(s) and location(s) of the event, types of activities taking place at the event, the event coordinator's contact information and the date and time of the Town Council meeting.

Have you provided a sample of the notice and a proposed list of recipients? ☐ Yes ☒ No

Special Event Application

TOWN EQUIPMENT REQUESTS

Indicate the type and the quantity of items that you are requesting:

_____ Large Street Barricades	_____ "Road Closed" Street Signs
_____ Small Sidewalk Barricades	_____ "Local Traffic Only" Street Signs
_____ 28 Inch Street Cones	_____ "Detour" Street Signs
_____ Candlestick Cones	_____ 32-Gallon Recycling Bins

☼ The equipment above can be arranged through the Public Works Department (307) 733-3079. A \$500 deposit will be required at the time of pick-up for equipment. The applicant is responsible for arranging the pick up of equipment from the Public Works Department as well as returning equipment immediately following the event. The Town of Jackson will only deliver equipment to parades and Town sponsored events.

☼ The Town of Jackson has a very limited number of recycling bins that can be utilized as part of your event's recycle plan. The applicant will be responsible for emptying the recycle containers and cleaning the bins before they are returned to the Public Works Department.

☼ If you are uncertain of the exact number of equipment needed please feel free to contact either the special event coordinator or the Public Works Department for additional information.

☼ Additional equipment such as bleachers, electrical spiderboxes, etc., can be requested through the Parks and Recreation Department (307) 732-5753.

TOWN SERVICES REQUESTS

Indicate the Town services that you are requesting. *Please note: you will need to coordinate services with individual departments and a fee may be associated with your request.*

POLICE DEPARTMENT

(307) 733-1430

☐ Event Security	☐ Mounted Horse Patrol	☐ Traffic Control
☐ Race Lead Vehicle	☐ Parade Lead Vehicle	☒ General Presence
☐ Towing / Ticketing	☐ Assistance with Parking Closures	☐ Assistance with Street Closures

Please describe in detail your request: _____

Since the event will take place throughout town and is a community building event, it would be

The Chief of Police determines if police services will be needed at the special event for public safety concerns. The Chief of Police will also determine the number of police officers to staff the event. Fees may be associated with the need for additional police services at the event.

Special Event Application

TOWN SERVICES REQUESTS (Continued)

PUBLIC WORKS DEPARTMENT (307) 733-3079

☐ Street Sweeping

☐ Snow Removal

☐ Street Marking

Please describe in detail your request
None Needed

PARKS AND RECREATION DEPARTMENT (307) 732-5753

☐ Irrigation Locates - Any event placing stakes in turf must obtain irrigation locates.

☒ Electricity Access

☐ Turf / Tree Care - Any additional mowing, raking, trimming or spraying needs.

☐ Additional Public Restroom Cleaning

Please describe in detail your request: Would like to have some music at Phil Baux park for the

**Please note: if you are requesting the use of a public park or public ball field you must confirm and reserve your space through the Parks and Recreation Department. The only exception is George Washington Memorial Park (Town Square), which does not require a reservation form.*

Is the requested event site a public park or ball field?

☒ Yes

☐ No

If "Yes", has the site been reserved with Parks and Recreation?

☐ Yes

☒ No

FIRE / EMS DEPARTMENT (307) 733-4732

☐ Foot Patrol

☐ Ambulance

☐ Fire Engine

☐ Rescue Truck

☐ Bicycle Patrol

☐ Event Site Inspection

Please describe in detail your request:

Special Event Application

TOWN SERVICES REQUESTS (Continued)

START BUS

(307) 732-8651

☐ Event Specific Shuttle(s)

Please describe in detail your request: _____

VOICE / MUSIC AMPLIFICATION REQUESTS

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

If "Yes", please indicate times: Start Time: 9:30 AM Finish Time: 3:00 PM

Will your event feature any musical entertainment? ☒ Yes ☐ No

If "Yes", please attach the schedule of any music or entertainment proposed to occur during event.

SIGN or BANNER REQUESTS

Are you requesting to hang signs or banners? ☒ Yes ☐ No

If "Yes", have you completed a sign permit application? ☐ Yes ☒ No

A Sign Permit Application will need to be submitted along with this application if signs are requested. This permit can be accessed on the Town of Jackson website or through the Planning Department.

INSURANCE REQUIREMENTS

An insurance certificate is required prior to the start of your event. This certificate must name the "Town of Jackson as an additional insured including its Officers, Officials, Employees, and Volunteers" and must also state that coverage is primary and non-contributory is required for every event. Insurance limits must be at least \$1,000,000/occurrence and \$1,000,000 aggregate. **The additional insured language on the certificate may not include any limitations or exclusions.** Insurance certificates are subject to the review and approval of the Town Attorney. Please be sure to include alcohol liability if there will be alcohol at the event. You must supply insurance before your event.

A certificate of insurance is attached: ☐ Yes ☒ No

Special Event Application

PORTABLE RESTROOMS AND SINKS

The Town of Jackson requires the applicant to provide additional chemical toilets or portable toilets for all events with an anticipated peak time attendance exceeding 75 people.

You are required to provide portable restroom facilities at your event unless you can substantiate the sufficient availability of both ADA accessible and non-accessible facilities in the immediate area of the event site which will be available to the public during your event. The Town of Jackson may determine the total number of required restroom facilities required on a case-by-case basis based on the presence of food and drink at the event and the maximum number of attendees at your event during peak time. The Town of Jackson may determine that you need to coordinate with Parks and Recreation for additional public restroom cleanings if you intend on using a public restroom as part of your restroom facility plan.

Do you plan to provide portable restroom facilities? ☒ Yes ☐ No

If "Yes", please indicate the total number of portable toilets and number of ADA accessible toilets.

Total Number of Portable Toilets: ¹_____ Number of ADA Accessible Portable Toilets: _____

If "No", please explain: _____

Portable restrooms may not be located within 50 feet of any food vendor.

Restroom Company: Macy's

Restroom Drop off / Pick Up Date for Drop Off: june 5th Time for Drop Off: 9 am

Date for Pick Up: june 6th Time for Pick Up: 10 am

ALCOHOL

Will there be alcoholic beverages at the event? ☐ Yes ☒ No

Will you be offering any alcoholic beverages besides beer? ☐ Yes ☐ No

If "Yes", what will be offered in addition to beer? _____

If you are planning on serving alcoholic beverages at your event, then either a completed Malt Beverage Permit (beer only) or Catering Permit (beer, wine and/or spirits) must be submitted. You can access these applications on the Town of Jackson website.

Special Event Application

VENDORS / MERCHANTS / SALES

Will anything be sold at your event?

☐ Yes

☒ No

If you are planning on selling items at your event then you will need to complete either an Exposition Business License (for 2 or more vendors) or a Transient Merchant License (for 1 vendor). A complete list of vendors, including a vendor tax ID, must be submitted to the Town of Jackson and to the State of Wyoming's Department of Revenue prior to the event. Both the Exposition License and the Transient Merchant License are on the Town of Jackson's website.

Please describe any sales activity at your event:

Will any food or beverages be sold at your event?

☐ Yes

☒ No

If "Yes", you will need to contact the Teton County's Department of Environmental Health prior to the event (307) 732-8490.

TRASH REMOVAL PLAN

All events are required to have a plan for the collection removal of trash during and after the event. The trash receptacles located in the Town parks, parking lots, ball fields, sidewalks and public restrooms should not be included in the waste removal plan. ***For assistance with formulating a Trash Removal Plan please contact Integrated Solid Waste and Recycling at (307) 732-5771.***

Will you be using a waste company for your waste removal plan?

☐ Yes

☒ No

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

How many trash receptacles will be supplied for your event? 2

When will the trash receptacles be delivered? Sunday 9 AM

When will the trash receptacles be picked up and removed from site? Sunday 5 PM

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

The event will open at Phil Baux and only have the gathering for about 2 hours, with no food beverage or anything producing trash.

Applicants are responsible for cleaning and restoring the site immediately following the event. Please pick up all trash associated with your event including, but not limited to paper, bottles, cans, signs, course markings, etc. The cost of any employee overtime incurred because of an applicant's failure to clean / restore the site following the event will be borne by the applicant and will be considered in future application requests. If you believe that no litter will be generated during your event please state this in your plan.

Special Event Application

SUSTAINABLE EVENT PLANNING

The Town of Jackson encourages all special events to strive to be sustainable in our community and for our environment. We have partnered with the **Teton County Integrated Solid Waste and Recycling (ISWR)** to offer opportunities to help your special event to be as "green" as possible. Opportunities available:

- ☐ Rental / Use of Recycling Bins for Special Events
- ☐ Use of JH20 Water Bottle Refilling Station for Special Events
- ☐ Consultation on Conducting Green Special Events

Please contact the Waste Diversion and Outreach Coordinator at ISWR at 307-732-5771.

RECYCLING PLAN

All events are required to have a plan for the collection and removal of recyclable materials during and after the event. The recycling receptacles located in the Town parks, parking lots, ball fields, sidewalks and public restrooms should not be included in the recycling collection and removal plan. **For assistance with formulating a Recycling Plan please contact Teton County Integrated Solid Waste and Recycling (ISWR) at (307) 732-5771.**

Will you be using a company for your recycling plan? ☐ Yes ☒ No

If "Yes" which company will you be using? _____

How many recycling receptacles will they (or you) supply for your event? ¹ _____

When will these recycling receptacles be delivered? Sunday 9 AM _____

When will recycling receptacles be picked up and removed from site? Sunday 5 PM _____

Describe your plan for collection and removal of recyclable materials during your special event:
The event will open at Phil Baux and only have the gathering for about 2 hours, with no food beverage or anything producing trash.

Applicants are responsible for cleaning and restoring the site immediately following the event. If you believe that no recyclable materials will be generated during your event please state this in your plan. For a list of recyclables and how they need to be sorted, or for information about where the recycling bins are located call ISWR (307) 732-5771.

Special Event Application

SIGNIFICANT EVENT CHANGES

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

☒ Yes

☐ No

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

This year's Towner will not be the traditional obstacle course. Instead, it will be more of an around-the-town scavenger hunt. Our JH Scavenger Hunt special event was also approved by the town previously, so it is really like a combination of the Scavenger Hunt and the Towner, minus all the walls and mud!

Teams will not follow one route around town. Instead, teams will be able to choose which location they go to in whatever order they choose. Teams will travel to locations and complete checkpoints via text photo and video as guided by a map and smartphone app.

This event will allow for more participation by anyone in the community.

There will be no closure of roads, parks or anything in the town. There will be checkpoints at parks but only at small areas and not consuming entire parks.

The idea is to start at Phil Baux and finish at a location such as snow king or another hotel for the closing ceremonies.

STANDARD CONDITIONS OF APPROVAL

Please review the following standard list of conditions and restricts for events. Initial the bottom of each page indicating that you have read, understand and agree to these conditions and restrictions.

GENERAL

The event shall be conducted in a timely, safe and professional manner.

All town ordinances, including, but not limited to noise, possession and use of weapons, open fires and animals (including the prohibition of dogs in any town park) shall apply to all events except where specifically granted relief by the Town Council.

The applicant shall advise and instruct all participants, volunteers, vendors, merchants and spectators on event conditions, restrictions, prohibitions and responsibilities as indicated by the Town Council in the staff report.

Initials: TW

Special Event Application

STANDARD CONDITIONS FOR ALL EVENTS (continued)

TRASH / CLEAN UP

The applicant shall clean up immediately following each event and shall be responsible for the collection and removal of all refuse generated by the event.

If trash will be generated from the event, then the applicant must supply extra trash and containers and dispose of all trash generated by the event. Trash containers shall not be permitted to overflow.

If recyclable materials are generated from the event, then the applicant is required to provide recycling containers and provide for the removal of all recycled material. Recycling containers shall not be permitted to overflow.

STREETS

Fire department access roads shall have and maintain a clear and unobstructed width of 20 feet and unobstructed vertical clearance of not less than 13 feet 6 inches to allow for emergency vehicle traffic along ALL areas of open and closed streets (IFC 503.2.1). Booths and tents may be erected on either side of street, however, a 20 foot straight path must be provided.

SIDEWALKS

The applicant shall not block walkways or otherwise obstruct pedestrian traffic.

All walkways, boardwalks, entrances and ADA ramps must be kept open and unobstructed at all times

All power and sound cords that cross walkways shall be taped and secured to avoid a tripping hazard.

POWER / ELECTRICAL

Electrical power is available from Town Square. The applicant shall coordinate all power needs with the Parks & Recreation Department's Park Manager (307-733-5057) at least three (3) business days prior to the event.

All power and sound cords that cross walkways shall be taped and secured to avoid a tripping hazard.

All electrical/temporary power shall be in accordance with the 2011 National Electric Code and subject to inspection from this Department (IFC 605.9).

ADDITIONAL PERMIT & LICENSE FEES

The applicant shall apply and pay for all licenses and/or permits prior to the events.

Initials: TW _____

Special Event Application

STANDARD CONDITIONS FOR ALL EVENTS (continued)

TOWN EQUIPMENT

The use of the Parks & Recreation Department bleachers shall be coordinated through that department (307) 732-5753.

Barricade, road sign, cone and recycle bin use shall be coordinated through the Public Works Department. The applicants shall be responsible for pick up, setup, placement and disassembly and return. All equipment use require a \$500 damage deposit that must be submitted at the time of pick up at the Public Works Department to protect against any loss or damage.

All barricades, cones, bins and road signs must be removed immediately following the event. These items must be returned the same location as they were picked up.

PORTABLE RESTROOMS

If applicable, the applicant shall provide an adequate number of port-a-potties at the event site and shall arrange for their removal immediately at the conclusion of the event.

The applicant shall ensure all port-a-potties are placed on paved areas.

INSURANCE

The applicant and all participating organizations are required to maintain liability insurance in the amount of \$1,000,000.00. Prior to the event, each organization shall provide a certificate of insurance naming the Town of Jackson as an additional insured including its Officers, Officials, Employees, and Volunteers and must also state that coverage is primary and non-contributory. The Town Attorney shall approve all certificates of insurance.

FOOD / VENDING

The applicant shall obtain the necessary food service permits from Teton County Environmental Health.

The applicant shall provide additional trash receptacles in the food service areas.

Per Section 5.20 of the Municipal Code: The applicant shall be responsible for ensuring that all sales tax receipts are remitted to the Wyoming Department of Revenue and in no event later than the thirtieth day of the month following the exposition [and] acquire and keep on file names, addresses and phone numbers of all participants.

In addition to providing a list of all participating vendors, artists, and merchants, along with their social security numbers and addresses, to the Wyoming Department of Revenue, pursuant to Jackson Municipal Code Section 5.20.020 A.1.b., the applicant shall also provide that same list to the Town of Jackson Finance Department.

Vendors shall not dump hot water or other liquids on the turf.

Initials: TW

Special Event Application

STANDARD CONDITIONS FOR ALL EVENTS (continued)

ALCOHOL

The applicant shall take all measures necessary to comply with applicable alcohol dispensing laws and regulations, including the prevention of sales to and consumption by minors and the prohibition of consumption off the authorized premises. All ID's must be checked and ID bracelet system may be required.

Only 16oz or small plastic cups are used for beer and alcohol sales.

No alcohol shall be served in bottles or glass containers.

The applicant shall be responsible to be alert to and report any instances of underage drinking to the Jackson Police Department.

It is recommended that servers be TIPS trained prior to serving alcohol. No "over serving" shall be allowed to occur or serving to obviously intoxicated persons.

Participants shall not be permitted to leave the event with open containers.

No more than two beers shall be sold to any person at any one time.

TOWN PARKS

The applicant shall coordinate the use of any public park (including the Town Square), including reservations, paperwork and applicable fees, with the Parks and Recreation Department.

The applicant shall coordinate park reservation and the payment of Parks & Recreation fees at least 30 days prior to the event.

The applicant is required to provide turf protection in front of and behind any table or other exhibit where crowds will stand. The applicant shall abide by all Parks & Recreation Department recommendations with regards to turf protection.

Vehicles are prohibited on all turf areas of any park or anywhere within the Town Square.

No trees or other forestry may be moved, modified, damaged or destroyed to set up booths, tents, or exhibits. No ropes, exhibits, signs, banners or booths may be secured to any live forestry.

Use of Town Square shall be subject to the submission to and approval of staff of a detailed site plan, indicating set-up, safety procedures and turf protection, and the imposition of such other conditions or restrictions deemed necessary.

Irrigation locates are required if stakes are placed in the ground. Applicant may forfeit damage deposit if an irrigation locate is not conducted and irrigation equipment is damaged.

Per Municipal Code, dogs are not allowed in Town Parks.

Initials: tw

Special Event Application

STANDARD CONDITIONS FOR ALL EVENTS (continued)

TENTS

Irrigation locates are required before any tents may be erected or stakes or any other items are placed in any public park, including the Town Square. The applicant shall coordinate all water locates with the Parks & Recreation Department's Park Manager (307-732-5793) at least three (3) business days prior to the event.

All tents having an area in excess of 200 square feet shall require advance permitting through the Fire Department unless open on all sides (IFC 105.6.43).

Tents which can hold over 50 or more occupants must provide the Fire Department with a detailed site and floor plan detailing means of egress, seating capacity, location and type of heating and electrical equipment (IFC 3103.6).

Tents, canopies or membrane structures shall not be located within 20 feet of lot lines, buildings, other tents, canopies or membrane structures, parked vehicles or internal combustion engines (IFC 3103.8.2).

Tents must meet the flame propagation performance criteria of NFPA 701 (IFC 3104.2).

Combustible materials shall not be located within any tent, canopy or membrane structure in use for public assembly (IFC 3104.5).

Smoking shall not be permitted in tents, canopies or membrane structures. Approved "No Smoking" signs shall be conspicuously posted (IFC 3104.6).

All open flame devices are strictly prohibited within tents unless approved by the fire code official (IFC 3104.7)

Portable 2A:10B-C fire extinguishers shall be provided, one minimum, for tents requiring permits with a 75 foot travel distance (IFC 3104.12).

Any cooking performed within tents shall require advance approval by the Fire Department (IFC 3104.15.3 – 3104.15.7).

Generators and other internal combustion power sources shall be separated from tents, canopies or membrane structures by a minimum of 20 feet and shall be isolated from contact with the public by fencing, enclosure or other approved means (IFC 3104.19).

FAIR GROUNDS / RODEO GROUNDS

All use of the Rodeo Grounds shall be coordinated through and subject to the approval of the Fair Manager under the authority of the Parks and Recreation Department.

Anyone camping at the Rodeo Grounds shall indicate that they are affiliated with the group by placing a card in the windshield of their vehicle. Campers are reminded that fires are not permitted.

Initials: tw

Special Event Application

STANDARD CONDITIONS FOR ALL EVENTS (continued)

ROAD CLOSURES / PUBLIC PARKING CLOSURES

The applicant shall notify all business, residences, churches, etc. affected by the street closures and public parking closures prior to the public hearing.

The applicant shall notify, in advance, all business, residences, churches, etc. affected by the street closures and public parking closures and shall provide advance community radio and/or newspaper announcements regarding the event and the closures.

The applicant shall coordinate all road closures with the Police Department and shall provide an adequate number of volunteers to assist with traffic control and barricade setup/removal during each event.

The applicant shall coordinate all road closures with START, Fire/EMS, Public Works and the Police Department. Volunteer placement and assignments shall be reviewed and approved in advance with the Police Department.

The applicant shall be responsible for producing, posting and removing the temporary No Parking signs. No Parking signs must be posted two days prior to the parking closures. The applicant should meet with the Police Department two weeks prior to the event to discuss the procurement, posting and removal of the signs.

Emergency vehicle access lanes shall be maintained during the event.

FIREWORKS

All fireworks displays must be approved by the Fire Chief prior to the event.

The Fire Department will monitor the firing area potential for wildfire. The Department will make recommendations directly to the applicant for mitigation and will give final approval the day of the event.

The application shall be subject to the review and approval of the Fire Department and any additional conditions or restrictions placed by such Department.

Please note, that the conditions and restrictions listed above are standard for special events held in Town, additional conditions or restrictions may be required by the Town Council and/or staff upon further review of the application.

I have read and understand the standard conditions for events. I have answered all of the questions in this application truthfully and to the best of my knowledge.

APPLICANT: 
Signature

APPLICANT: Timothy J Walther
Printed Name

DATE: 03/24/2022

TITLE: President, Grand Dynamics

STAFF REPORT



Meeting Date:	May 2, 2022	Meeting Title:	Regular Meeting
Submitting Department:	Administration	Presenter:	Carl Pelletier
Agenda Item:	Special Event: JD High Country Outfitters 50 th Anniversary Celebration	Public Comment	Yes

Purpose & Policy Considerations.

The Mayor and Council consider all special event applications requesting use of Town property, services of Town employees, temporary parking restrictions, and temporary relief from Town ordinances.

Requested Action.

Staff is requesting Town Council to consider the special event application submitted by JD High Country Outfitters for their 50th Anniversary Celebration.

Recommendations.

Staff recommends approval of the application, subject to the conditions and restrictions listed in this staff report.

Background.

The applicant, JD High Country Outfitters, is requesting to host a 50th Anniversary Celebration on Saturday, June 4, 2022 between the hours of 6:00 P.M. and 10:00 P.M. in the 18 parking spaces on the southern block face of Broadway between Roadhouse and JH Jewelry. The applicant also requests closures of the parking space between the hours of 6:00 A.M. until 10:00 P.M. A map of the requested parking space closures is listed in this staff report.

The applicant has indicated that they have canvassed the businesses in the surrounding area informing them of the upcoming event as well as the time and date of this meeting for the opportunity to make public comment. In addition, the applicant has indicated they have received support from all of the businesses on the block face from JH Jewelry to Roadhouse.

The applicant is requesting to have information booths from Jackson Hole Trout Unlimited, Backcountry Hunters and Anglers, Wildlife Tourism for Tomorrow as well as representatives from various outdoor gear companies displaying new products (no sales in these tents) in the reserved parking spaces. The applicant is requesting to have music, a local food vendor and alcohol sales within the reserved parking space area.

The applicant will work with the Teton County Health Department and make adjustments for hosting the 50th Anniversary Celebration in accordance with the Center for Disease Control guidelines as well as following any existing COVID-19 state and local health orders that are in place. This application has been reviewed by the Teton County Health Department.

The applicant requests the following in association with the event:

- Permission to reserve and utilize the 18 parking spaces of the southern block face of Broadway between Roadhouse and JH Jewelers on June 4, 2022 between the hours of 6:00 A.M. and 10:00 P.M.
- Permission to post "No Parking" signs in the proposed parking spaces as depicted in the map included in this staff report. The applicant will be responsible for the production, posting, and removal of the signage.
- Permission to use Town of Jackson barricades and cones for the closure of the parking spaces.
- Permission for amplified music associated with live or recorded music.
- Permission to display onsite vendor banners and/or logos on the booths. The applicant will submit temporary sign permit applications for all off-site banners they wish to erect.
- A catering permit from Town staff for Saturday, June 4, 2022 between the hours of 10:00 A.M. and 6:00 P.M.
- An exposition license permit from Town staff with one or more vendors present at the event.

- Permission for open alcohol containers in defined areas on Broadway on Saturday, June 4, 2022. Individuals with beer would not be permitted to leave the permitted area of the special event.
- Temporary relief from Ordinance 6.40.050 (B) prohibits open containers and the consumption of alcohol on any street, sidewalk or curb or any other public property.

The applicant has provided a notification letter that was distributed to all businesses within a two block radius of the event. Perimeter for alcohol will be determined with cones, rope and signs. JDHCO employees will also be on duty to prevent attendees from bringing alcohol outside the designated area. Individual tent sizes will not be larger than 10 foot x 10 foot and will be secured from wind with sand bags/weights/etc.

Analysis.

The application has been submitted for review and comment to all Town departments. The operating plan for this event has been reviewed by the Teton County Health Department and Town staff to ensure that the event complies with state and local health orders, Center for Disease Control guidelines, as well as Town the special event policy with COVID-19 considerations.

Possible Alternatives.

- Approve the request with modifications
- Deny the request
- Other

Comprehensive Plan & Priority Alignment.

Special events align within the Comprehensive Plan & Community Priority Goals in addressing Town as Heart of the Region – The Central Complete Neighborhood: The Town of Jackson will continue to be the primary location for jobs, housing, shopping educational and cultural activities.

Principle 4.4—Enhance civic spaces, social functions, and environmental amenities to make Town a more desirable Complete Neighborhood.

The Town of Jackson has traditionally served as the cultural, social and civic hub for Teton County and the region. Maintaining and improving public spaces will support Jackson as the community's central Complete Neighborhood, a gateway to the nation's parks and forests, and the regional center for tourism, the arts and employment. The enhancement of natural features such as Karns Meadows, Flat Creek and Cache Creek corridors will further contribute to Jackson's role as the central Complete Neighborhood.

Policy 4.4.a: Maintain and improve public spaces

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

Fiscal Impact.

Fiscal impact includes income from Exposition License totaling \$247, a Catering Permit of \$20 and a special event application fee of \$27. A total income of \$294 is expected from this event.

Staff Impact.

- processing catering permits, malt beverage and exposition permits (approximately 1 hour),
- securing town equipment from Public Works (approximately 30 minutes),

- departmental review of application (approximately 3 hours of total staff time),
- pre-event meetings with the applicant (approximately 4 hours of total staff time),
- preparation of staff report (approximately 2 hours),
- follow-up actions (approximately 2 hours),
- on duty Police Officers for possible towing of cars and being a general presence at the event (approximately 4 hours).

In total approximately 16.5 hours of staff time split between town, county and joint departments.

Conditions and Restrictions.

Should Council wish to approve this application, staff recommends that approval be subject to the following conditions and restrictions:

1. The event will be subject to the review of the Teton County Health Department.
2. The event shall abide by any state or local health order in place.
3. The applicant shall clean up immediately after the event and shall be responsible for the removal of recycled material generated by the event or any overflow trash.
4. The applicant is expected to monitor the noise levels of the event to ensure that it is conducted in a manner that reduces the likelihood that it will disturb the residents of the surrounding area or neighborhood. In the event that complaints from residents are received, the person to whom this permit is issued shall be responsible for taking reasonable steps to see that the noise is abated in a timely manner.
5. Insurance: An insurance certificate that names the "Town of Jackson as an additional insured including its Officers, Officials, Employees, and Volunteers" and states that coverage is primary and non-contributory is required at least ten days prior to the event. Insurance limits must be at least \$1,000,000/occurrence and \$1,000,000 aggregate. The additional insured language on the certificate may not include any limitations or exclusions. Insurance certificates are subject to the review and approval of the Town Attorney.
6. A sales tax permit must be obtained from the Wyoming Department of Revenue. A vendor list with tax ID numbers must be submitted to both the Wyoming Department of Revenue and the Town of Jackson at least two weeks prior to the event to obtain a sales tax permit. Please contact the Wyoming Department of Revenue at (307) 734-9354 with any questions.
7. No exhibits, tables, chairs, or other equipment shall be placed on walkways along South Cache Avenue that will obstruct pedestrian traffic.
8. Any power cords that cross walkways or turf where event goers walk shall be taped or covered and secured as to avoid a tripping hazard.
9. An adequate number of designated handicapped parking spaces shall be established in the vicinity of the event.
10. The applicant shall arrange the use of any town equipment including barricades and traffic cones with the Public Works Department. This may include an equipment deposit for use.
11. The applicant shall obtain the necessary food service permits from Teton County Environmental Health.
12. The applicant shall take all measures necessary to comply with applicable alcohol dispensing laws and regulations, including the prevention of sales to and consumption by minors and the prohibition of consumption off the authorized premises. An ID bracelet system or stamp system shall be utilized and all ID's checked.
13. The alcohol served must remain in the permitted area of the parking spaces. The organizer must take steps to set up a perimeter with a point of entry and exit. Open alcohol is not permitted on public sidewalks, streets or alleyways other than the area permitted in this special event application
14. The applicant will post *no alcohol consumption beyond this point* signs at either end of the event boundary.
15. Alcohol may not be served in glass mugs, bottles or containers.
16. Vendors may not sell more than 16 oz. in the mugs, regardless of mug size.
17. The applicant may sell mugs for alcoholic beverages that are approved by the Police Department.
18. The applicant shall apply and pay for all licenses and/or permits prior to the event.

19. Any tents larger than 400 square feet will require approval through the Fire Department. A Temporary Tent Permit Form will need to be completed and approved prior to the start of the event. This Temporary Tent Permit can be found on the Jackson Hole Fire / EMS website.
20. Tents must meet the flame propagation performance criteria of NFPA 701 (IFC 3104.2).
21. Tents, canopies or membrane structures shall not be located within 20 feet of lot lines, buildings, other tents, canopies or membrane structures, parked vehicles or internal combustion engines (IFC 3103.8.2)
22. Combustible materials shall not be located within any tent, canopy or membrane structure in use for public assembly (IFC 3104.5).
23. Smoking shall not be permitted in tents, canopies or membrane structures. Approved "No Smoking" signs shall be conspicuously posted (IFC 3104.6).
24. All open flame devices are strictly prohibited within tents unless approved by the fire code official (IFC 3104.7)
25. Portable 2A:10B-C fire extinguishers shall be provided, one minimum, for tents requiring permits with a 75 foot travel distance (IFC 3104.12).
26. Any cooking performed within tents shall require advance approval by the Fire Department (IFC 3104.15.3 – 3104.15.7).
27. Generators and other internal combustion power sources shall be separated from tents, canopies or membrane structures by a minimum of 20 feet and shall be isolated from contact with the public by fencing, enclosure or other approved means (IFC 3104.19).
28. All electrical/temporary power shall be in accordance with the 2011 National Electric Code and subject to inspection from this Department (IFC 605.9).
29. Public Safety Plan: Where the fire code official determines that an indoor or outdoor gathering of persons has an adverse impact on public safety through diminished access to buildings, structures, fire hydrants and fire apparatus access roads or where such gatherings adversely affect public safety services of any kind, the fire code official shall have the authority to order the development of, or prescribe a plan for, the provision of an approved level of public safety (IFC403.2).
30. Review and follow all of the guidelines listed on the Jackson Hole Fire/EMS website regarding Special Event Rules, based on the 2012 International Fire Code. These rules can be obtained from the Town of Jackson website.

Attachments or Links.

Description and Purpose of Event

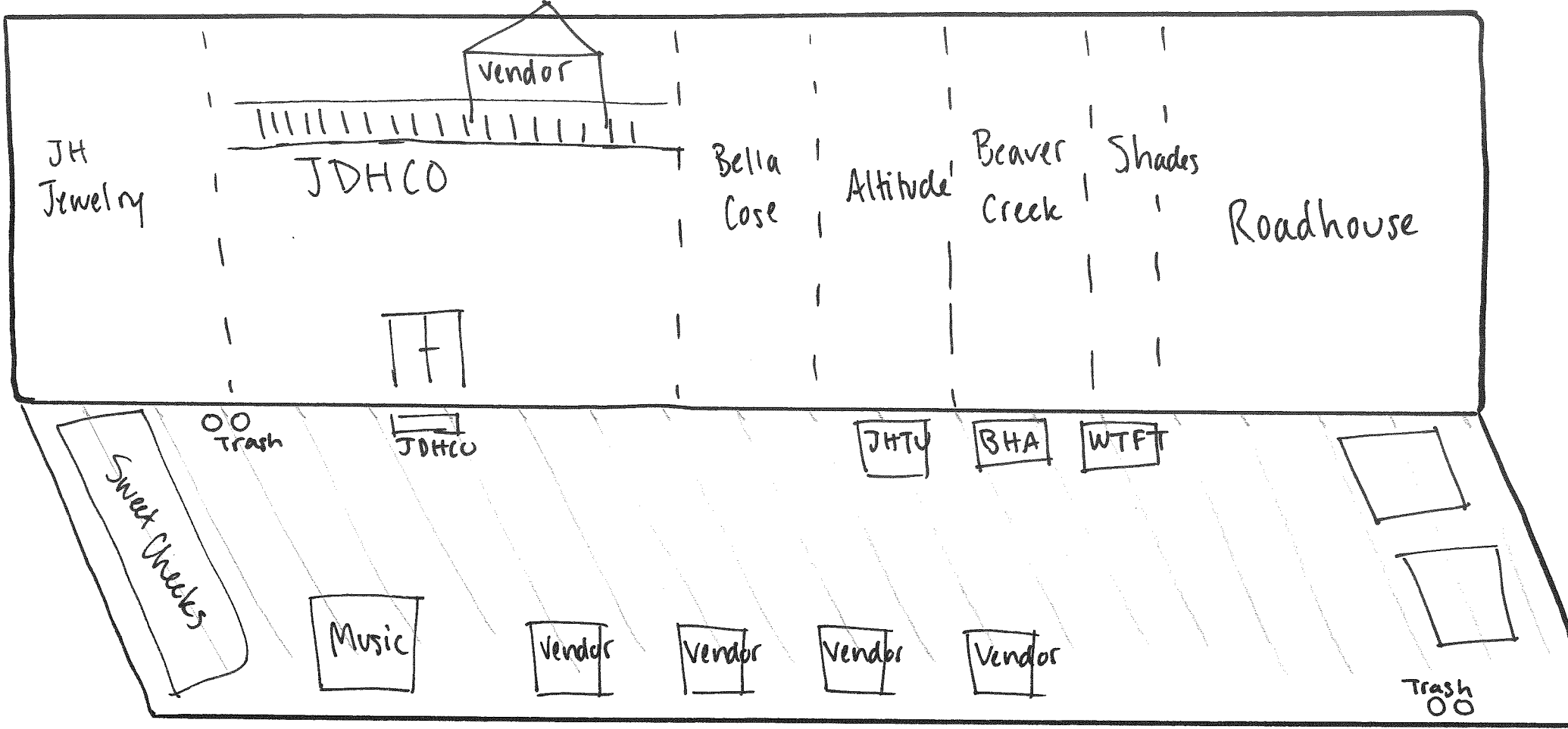
Event Site Map

Special Event application

Sample Notice to Neighbors

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

I move to approve the special event application made by JD High Country Outfitter's 50th Anniversary special event subject to the conditions and restrictions listed in the staff report.



Broadway
←

Special Event Application

Submit Completed Document To:

Town Hall
Town of Jackson - Special Events
150 East Pearl Street
P.O. Box 1687
Jackson, Wyoming 83001

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



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

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

APPLICANT INFORMATION

Name of Event: 50th Anniversary Celebration

Name of Organization: JD High Country Outfitters

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

Mailing Address: PO 3369

City: Jackson State: WY Zip Code: 83001

Name of Person Completing Application: Clare English

Email Address: clare@jdhcoutfitters.com

Work Phone: 307-733-3270

Cell Phone: 770-365-4987

EVENT INFORMATION

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

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

We'd like to host a event to celebrate our 50 years in Jackson Hole. The purpose to bring locals

Location of Event: JD High Country Outfitters Alternative Location: NA

Date(s) of Event: May 21, 2022 Event Operating Hours: 12pm - 6pm

Event Set Up Begins Date: May 21, 2022 Time: 6am

Event Clean Up Ends Date: May 21, 2022 Time: 10pm

June 4, 2022

June 4

Special Event Application

EVENT INFORMATION (Continued)

Estimated Event Attendance (Spectators and Participants) Per Day: 200-400 Total Event: 200-400

Special Considerations (check all that apply):

- | | | |
|---|---|---|
| ☒ Alcoholic Beverages | ☐ Cooking/Grilling | ☒ Electricity Requested |
| ☒ Food Sales | ☒ Merchandise Sales | ☐ Recurring Event |
| ☐ Ticketed Admission | ☒ Sound Amplification | ☐ Pets or Animals |
| ☒ Tents | ☐ Street Closure | ☒ Sidewalk Closure |
| ☐ Overnight Parking | ☐ Overnight RV Camping | ☐ Use of Town Square |

Event Co-Sponsor (s): JH Trout Unlimited, Snake River Fund, Backcountry Hunters and Anglers,

All for-profit organizations must submit a letter of event sponsorship from a non-profit organization if sales are requested on public property.

*Wildlife
Tourism for
Tomorrow*

Will you be charging admission or a fee for your event? ☐ Yes ☒ No

Alternative Contact Information During the Event (someone besides applicant who will be on site and available for Town personnel or Police to contact during the event):

Name: Beth Rotert Cell Phone: 425-440-1591

EVENT SITE PLAN

On a separate sheet of paper, provide a Site Plan sketch of the event. Include maps or a diagram of the entire event including the names of streets or areas that are part of the venue and the surrounding area. The plan should include the following (if applicable):

- | | |
|--|---|
| ☒ Tents (X) | ☒ Food Vendors (FV) |
| ☐ Beverage Vendors (BV) | ☒ Alcohol Vendors (A) |
| ☐ Portable Toilets (T) | ☐ Hand Washing Sink (HWS) |
| ☒ Stages or Amplified Sound (SO) | ☐ Bleachers (BL) |
| ☐ Garbage Receptacles (G) | ☐ Recycling Receptacles (RR) |
| ☒ Retail Merchants (RM) | ☐ Security (P) |
| ☐ Fire Lane (FL) | ☐ Fire Extinguishers (EX) |
| ☐ First Aid / EMS (FA) | ☐ Barricades (B) |
| ☐ Electricity / Generator (EL) | ☐ Trailers, Vehicles, Storage (TR) |

Fire hydrants or sidewalk curb breaks that are used for ADA accessibility may not be blocked at any time.

Special Event Application

STREET / SIDEWALK / PUBLIC PARKING LOT - CLOSURE REQUESTS

Will the event close any street, sidewalk, alley or public parking lot?

☐ Yes

☒ No

Area of Closure Request

Date(s)

Start Time

End Time

The applicant will be responsible for production, posting and removal of "No Parking" and "Handicap Parking" signs along Town streets where public parking spaces exist within the event site. If the event involves a closure this will be need to be coordinated with the Jackson Police Department at least 2 weeks prior to the requested closure date. Jackson Police Department: (307) 733-1430. All parking signs, road signs, cones and barricades must be taken down immediately following the event's ending time.

Will the event restrict / close access to any public parking spaces?

☒ Yes

☐ No

If "Yes", how many parking spaces will be unavailable due to the event: ²¹ parking spaces

Will the event closure requests impact any START Bus routes?

☐ Yes

☒ No

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

Route Description:

START Bus contacted?

☐ Yes

☐ No

RESIDENT AND/OR BUSINESS NOTIFICATION

Events that require road closures, parking space closures, or sidewalk closures or may cause disruption for the Town of Jackson residents, businesses, churches, etc. may be required to mail or hand deliver notification to the affected parties within a two block radius at least one week prior to the event's Town Council consideration meeting. Notices must reflect the date(s), day(s), time(s) and location(s) of the event, types of activities taking place at the event, the event coordinator's contact information and the date and time of the Town Council meeting.

Have you provided a sample of the notice and a proposed list of recipients?

☐ Yes

☐ No

JH Jewkey
Bella Cose
Altitude

Beaver Creek
Shades
Western Range
Roadhouse

Special Event Application

TOWN EQUIPMENT REQUESTS

Indicate the type and the quantity of items that you are requesting:

_____ Large Street Barricades	_____ "Road Closed" Street Signs
_____ Small Sidewalk Barricades	_____ "Local Traffic Only" Street Signs
25 _____ 28 Inch Street Cones	_____ "Detour" Street Signs
_____ Candlestick Cones	_____ 32-Gallon Recycling Bins

☼ The equipment above can be arranged through the Public Works Department (307) 733-3079. A \$500 deposit will be required at the time of pick-up for equipment. The applicant is responsible for arranging the pick up of equipment from the Public Works Department as well as returning equipment immediately following the event. The Town of Jackson will only deliver equipment to parades and Town sponsored events.

☼ The Town of Jackson has a very limited number of recycling bins that can be utilized as part of your event's recycle plan. The applicant will be responsible for emptying the recycle containers and cleaning the bins before they are returned to the Public Works Department.

☼ If you are uncertain of the exact number of equipment needed please feel free to contact either the special event coordinator or the Public Works Department for additional information.

☼ Additional equipment such as bleachers, electrical spiderboxes, etc., can be requested through the Parks and Recreation Department (307) 732-5753.

TOWN SERVICES REQUESTS

Indicate the Town services that you are requesting. *Please note: you will need to coordinate services with individual departments and a fee may be associated with your request.*

POLICE DEPARTMENT

(307) 733-1430

☐ Event Security	☐ Mounted Horse Patrol	☐ Traffic Control
☐ Race Lead Vehicle	☐ Parade Lead Vehicle	☐ General Presence
☐ Towing / Ticketing	☐ Assistance with Parking Closures	☐ Assistance with Street Closures

Please describe in detail your request: _____

The Chief of Police determines if police services will be needed at the special event for public safety concerns. The Chief of Police will also determine the number of police officers to staff the event. Fees may be associated with the need for additional police services at the event.

Special Event Application

TOWN SERVICES REQUESTS (Continued)

PUBLIC WORKS DEPARTMENT (307) 733-3079

☐ Street Sweeping

☐ Snow Removal

☐ Street Marking

Please describe in detail your request

PARKS AND RECREATION DEPARTMENT (307) 732-5753

☐ Irrigation Locates - Any event placing stakes in turf must obtain irrigation locates.

☐ Electricity Access

☐ Turf / Tree Care - Any additional mowing, raking, trimming or spraying needs.

☐ Additional Public Restroom Cleaning

Please describe in detail your request: _____

**Please note: if you are requesting the use of a public park or public ball field you must confirm and reserve your space through the Parks and Recreation Department. The only exception is George Washington Memorial Park (Town Square), which does not require a reservation form.*

Is the requested event site a public park or ball field?

☐ Yes

☒ No

If "Yes", has the site been reserved with Parks and Recreation? ☐ Yes

☐ No

FIRE / EMS DEPARTMENT (307) 733-4732

☐ Foot Patrol

☐ Ambulance

☐ Fire Engine

☐ Rescue Truck

☐ Bicycle Patrol

☐ Event Site Inspection

Please describe in detail your request: _____

Special Event Application

TOWN SERVICES REQUESTS (Continued)

START BUS

(307) 732-8651

☐ Event Specific Shuttle(s)

Please describe in detail your request: _____

VOICE / MUSIC AMPLIFICATION REQUESTS

Will your event have any amplified sound?

☒ Yes

☐ No

If "Yes", please indicate times: Start Time: 12:00pm Finish Time: 6:00pm

Will your event feature any musical entertainment?

☒ Yes

☐ No

If "Yes", please attach the schedule of any music or entertainment proposed to occur during event.

TBD

SIGN or BANNER REQUESTS

Are you requesting to hang signs or banners?

☒ Yes

☐ No

If "Yes", have you completed a sign permit application?

☐ Yes

☐ No

TBD

A Sign Permit Application will need to be submitted along with this application if signs are requested. This permit can be accessed on the Town of Jackson website or through the Planning Department.

INSURANCE REQUIREMENTS

An insurance certificate is required prior to the start of your event. This certificate must name the "Town of Jackson as an additional insured including its Officers, Officials, Employees, and Volunteers" and must also state that coverage is primary and non-contributory is required for every event. Insurance limits must be at least \$1,000,000/occurrence and \$1,000,000 aggregate. **The additional insured language on the certificate may not include any limitations or exclusions.** Insurance certificates are subject to the review and approval of the Town Attorney. Please be sure to include alcohol liability if there will be alcohol at the event. You must supply insurance before your event.

A certificate of insurance is attached:

☐ Yes

☐ No

TBD

Special Event Application

PORTABLE RESTROOMS AND SINKS

The Town of Jackson requires the applicant to provide additional chemical toilets or portable toilets for all events with an anticipated peak time attendance exceeding 75 people.

You are required to provide portable restroom facilities at your event unless you can substantiate the sufficient availability of both ADA accessible and non-accessible facilities in the immediate area of the event site which will be available to the public during your event. The Town of Jackson may determine the total number of required restroom facilities required on a case-by-case basis based on the presence of food and drink at the event and the maximum number of attendees at your event during peak time. The Town of Jackson may determine that you need to coordinate with Parks and Recreation for additional public restroom cleanings if you intend on using a public restroom as part of your restroom facility plan.

Do you plan to provide portable restroom facilities?

☐ Yes

☒ No

If "Yes", please indicate the total number of portable toilets and number of ADA accessible toilets.

Total Number of Portable Toilets: _____ Number of ADA Accessible Portable Toilets: _____

If "No", please explain: People will be directed to public restrooms located at the public parking

around town. Employees will use JDHCO employee restroom.

Portable restrooms may not be located within 50 feet of any food vendor.

Restroom Company: _____

Restroom Drop off / Pick Up Date for Drop Off: _____ Time for Drop Off: _____

Date for Pick Up: _____ Time for Pick Up: _____

ALCOHOL

Will there be alcoholic beverages at the event?

☒ Yes

☐ No

Will you be offering any alcoholic beverages besides beer?

☒ Yes

☐ No

If "Yes", what will be offered in addition to beer? Wine, slosies, selzers

If you are planning on serving alcoholic beverages at your event, then either a completed Malt Beverage Permit (beer only) or Catering Permit (beer, wine and/or spirits) must be submitted. You can access these applications on the Town of Jackson website.

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Special Event Application

VENDORS / MERCHANTS / SALES

Will anything be sold at your event?

☒ Yes

☐ No

If you are planning on selling items at your event then you will need to complete either an Exposition Business License (for 2 or more vendors) or a Transient Merchant License (for 1 vendor). A complete list of vendors, including a vendor tax ID, must be submitted to the Town of Jackson and to the State of Wyoming's Department of Revenue prior to the event. Both the Exposition License and the Transient Merchant License are on the Town of Jackson's website. T&D

Please describe any sales activity at your event:

Branded JDHCO merchandise will be sold outside during the event. Merchandise will also be sold inside the store as normal.

Will any food or beverages be sold at your event?

☒ Yes

☐ No

If "Yes", you will need to contact the Teton County's Department of Environmental Health prior to the event (307) 732-8490.

TRASH REMOVAL PLAN

All events are required to have a plan for the collection removal of trash during and after the event. The trash receptacles located in the Town parks, parking lots, ball fields, sidewalks and public restrooms should not be included in the waste removal plan. *For assistance with formulating a Trash Removal Plan please contact Integrated Solid Waste and Recycling at (307) 732-5771.*

Will you be using a waste company for your waste removal plan?

☐ Yes

☒ No

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

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

When will the trash receptacles be delivered? _____

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

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

JDHCO employees will be responsible for emptying trash cans throughout the event. Trash receptacles will be provided by JDHCO.

Applicants are responsible for cleaning and restoring the site immediately following the event. Please pick up all trash associated with your event including, but not limited to paper, bottles, cans, signs, course markings, etc. The cost of any employee overtime incurred because of an applicant's failure to clean / restore the site following the event will be borne by the applicant and will be considered in future application requests. If you believe that no litter will be generated during your event please state this in your plan.

Special Event Application

SUSTAINABLE EVENT PLANNING

The Town of Jackson encourages all special events to strive to be sustainable in our community and for our environment. We have partnered with the **Teton County Integrated Solid Waste and Recycling (ISWR)** to offer opportunities to help your special event to be as "green" as possible. Opportunities available:

- ☐ Rental / Use of Recycling Bins for Special Events
- ☐ Use of JH20 Water Bottle Refilling Station for Special Events
- ☐ Consultation on Conducting Green Special Events

Please contact the Waste Diversion and Outreach Coordinator at ISWR at 307-732-5771.

RECYCLING PLAN

All events are required to have a plan for the collection and removal of recyclable materials during and after the event. The recycling receptacles located in the Town parks, parking lots, ball fields, sidewalks and public restrooms should not be included in the recycling collection and removal plan. **For assistance with formulating a Recycling Plan please contact Teton County Integrated Solid Waste and Recycling (ISWR) at (307) 732-5771.**

Will you be using a company for your recycling plan?

☐ Yes

☒ No

If "Yes" which company will you be using? _____

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

When will these recycling receptacles be delivered? _____

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

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

JDHCO employees will be responsible for emptying ~~only~~ recycling containers throughout the event. Recycling receptacles will be provided by JDHCO.

Applicants are responsible for cleaning and restoring the site immediately following the event. If you believe that no recyclable materials will be generated during your event please state this in your plan. For a list of recyclables and how they need to be sorted, or for information about where the recycling bins are located call ISWR (307) 732-5771.

Special Event Application

SIGNIFICANT EVENT CHANGES

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

☐ Yes

☒ No

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

STANDARD CONDITIONS OF APPROVAL

Please review the following standard list of conditions and restricts for events. Initial the bottom of each page indicating that you have read, understand and agree to these conditions and restrictions.

GENERAL

The event shall be conducted in a timely, safe and professional manner.

All town ordinances, including, but not limited to noise, possession and use of weapons, open fires and animals (including the prohibition of dogs in any town park) shall apply to all events except where specifically granted relief by the Town Council.

The applicant shall advise and instruct all participants, volunteers, vendors, merchants and spectators on event conditions, restrictions, prohibitions and responsibilities as indicated by the Town Council in the staff report.

Initials: CE

Special Event Application

STANDARD CONDITIONS FOR ALL EVENTS (continued)

TRASH / CLEAN UP

The applicant shall clean up immediately following each event and shall be responsible for the collection and removal of all refuse generated by the event.

If trash will be generated from the event, then the applicant must supply extra trash and containers and dispose of all trash generated by the event. Trash containers shall not be permitted to overflow.

If recyclable materials are generated from the event, then the applicant is required to provide recycling containers and provide for the removal of all recycled material. Recycling containers shall not be permitted to overflow.

STREETS

Fire department access roads shall have and maintain a clear and unobstructed width of 20 feet and unobstructed vertical clearance of not less than 13 feet 6 inches to allow for emergency vehicle traffic along ALL areas of open and closed streets (IFC 503.2.1). Booths and tents may be erected on either side of street, however, a 20 foot straight path must be provided.

SIDEWALKS

The applicant shall not block walkways or otherwise obstruct pedestrian traffic.

All walkways, boardwalks, entrances and ADA ramps must be kept open and unobstructed at all times

All power and sound cords that cross walkways shall be taped and secured to avoid a tripping hazard.

POWER / ELECTRICAL

Electrical power is available from Town Square. The applicant shall coordinate all power needs with the Parks & Recreation Department's Park Manager (307-733-5057) at least three (3) business days prior to the event.

All power and sound cords that cross walkways shall be taped and secured to avoid a tripping hazard.

All electrical/temporary power shall be in accordance with the 2011 National Electric Code and subject to inspection from this Department (IFC 605.9).

ADDITIONAL PERMIT & LICENSE FEES

The applicant shall apply and pay for all licenses and/or permits prior to the events.

Initials: CE

Special Event Application

STANDARD CONDITIONS FOR ALL EVENTS (continued)

TOWN EQUIPMENT

The use of the Parks & Recreation Department bleachers shall be coordinated through that department (307) 732-5753.

Barricade, road sign, cone and recycle bin use shall be coordinated through the Public Works Department. The applicants shall be responsible for pick up, setup, placement and disassembly and return. All equipment use require a \$500 damage deposit that must be submitted at the time of pick up at the Public Works Department to protect against any loss or damage.

All barricades, cones, bins and road signs must be removed immediately following the event. These items must be returned the same location as they were picked up.

PORTABLE RESTROOMS

If applicable, the applicant shall provide an adequate number of port-a-potties at the event site and shall arrange for their removal immediately at the conclusion of the event.

The applicant shall ensure all port-a-potties are placed on paved areas.

INSURANCE

The applicant and all participating organizations are required to maintain liability insurance in the amount of \$1,000,000.00. Prior to the event, each organization shall provide a certificate of insurance naming the Town of Jackson as an additional insured including its Officers, Officials, Employees, and Volunteers and must also state that coverage is primary and non-contributory. The Town Attorney shall approve all certificates of insurance.

FOOD / VENDING

The applicant shall obtain the necessary food service permits from Teton County Environmental Health.

The applicant shall provide additional trash receptacles in the food service areas.

Per Section 5.20 of the Municipal Code: The applicant shall be responsible for ensuring that all sales tax receipts are remitted to the Wyoming Department of Revenue and in no event later than the thirtieth day of the month following the exposition [and] acquire and keep on file names, addresses and phone numbers of all participants.

In addition to providing a list of all participating vendors, artists, and merchants, along with their social security numbers and addresses, to the Wyoming Department of Revenue, pursuant to Jackson Municipal Code Section 5.20.020 A.1.b., the applicant shall also provide that same list to the Town of Jackson Finance Department.

Vendors shall not dump hot water or other liquids on the turf. Initials: CE

Special Event Application

STANDARD CONDITIONS FOR ALL EVENTS (continued)

ALCOHOL

The applicant shall take all measures necessary to comply with applicable alcohol dispensing laws and regulations, including the prevention of sales to and consumption by minors and the prohibition of consumption off the authorized premises. All ID's must be checked and ID bracelet system may be required.

Only 16oz or small plastic cups are used for beer and alcohol sales.

No alcohol shall be served in bottles or glass containers.

The applicant shall be responsible to be alert to and report any instances of underage drinking to the Jackson Police Department.

It is recommended that servers be TIPS trained prior to serving alcohol. No "over serving" shall be allowed to occur or serving to obviously intoxicated persons.

Participants shall not be permitted to leave the event with open containers.

No more than two beers shall be sold to any person at any one time.

TOWN PARKS

The applicant shall coordinate the use of any public park (including the Town Square), including reservations, paperwork and applicable fees, with the Parks and Recreation Department.

The applicant shall coordinate park reservation and the payment of Parks & Recreation fees at least 30 days prior to the event.

The applicant is required to provide turf protection in front of and behind any table or other exhibit where crowds will stand. The applicant shall abide by all Parks & Recreation Department recommendations with regards to turf protection.

Vehicles are prohibited on all turf areas of any park or anywhere within the Town Square.

No trees or other forestry may be moved, modified, damaged or destroyed to set up booths, tents, or exhibits. No ropes, exhibits, signs, banners or booths may be secured to any live forestry.

Use of Town Square shall be subject to the submission to and approval of staff of a detailed site plan, indicating set-up, safety procedures and turf protection, and the imposition of such other conditions or restrictions deemed necessary.

Irrigation locates are required if stakes are placed in the ground. Applicant may forfeit damage deposit if an irrigation locate is not conducted and irrigation equipment is damaged.

Per Municipal Code, dogs are not allowed in Town Parks.

Initials: CE

Special Event Application

STANDARD CONDITIONS FOR ALL EVENTS (continued)

TENTS

Irrigation locates are required before any tents may be erected or stakes or any other items are placed in any public park, including the Town Square. The applicant shall coordinate all water locates with the Parks & Recreation Department's Park Manager (307-732-5793) at least three (3) business days prior to the event.

All tents having an area in excess of 200 square feet shall require advance permitting through the Fire Department unless open on all sides (IFC 105.6.43).

Tents which can hold over 50 or more occupants must provide the Fire Department with a detailed site and floor plan detailing means of egress, seating capacity, location and type of heating and electrical equipment (IFC 3103.6).

Tents, canopies or membrane structures shall not be located within 20 feet of lot lines, buildings, other tents, canopies or membrane structures, parked vehicles or internal combustion engines (IFC 3103.8.2).

Tents must meet the flame propagation performance criteria of NFPA 701 (IFC 3104.2).

Combustible materials shall not be located within any tent, canopy or membrane structure in use for public assembly (IFC 3104.5).

Smoking shall not be permitted in tents, canopies or membrane structures. Approved "No Smoking" signs shall be conspicuously posted (IFC 3104.6).

All open flame devices are strictly prohibited within tents unless approved by the fire code official (IFC 3104.7)

Portable 2A:10B-C fire extinguishers shall be provided, one minimum, for tents requiring permits with a 75 foot travel distance (IFC 3104.12).

Any cooking performed within tents shall require advance approval by the Fire Department (IFC 3104.15.3 – 3104.15.7).

Generators and other internal combustion power sources shall be separated from tents, canopies or membrane structures by a minimum of 20 feet and shall be isolated from contact with the public by fencing, enclosure or other approved means (IFC 3104.19).

FAIR GROUNDS / RODEO GROUNDS

All use of the Rodeo Grounds shall be coordinated through and subject to the approval of the Fair Manager under the authority of the Parks and Recreation Department.

Anyone camping at the Rodeo Grounds shall indicate that they are affiliated with the group by placing a card in the windshield of their vehicle. Campers are reminded that fires are not permitted.

Initials: CE

Special Event Application

STANDARD CONDITIONS FOR ALL EVENTS (continued)

ROAD CLOSURES / PUBLIC PARKING CLOSURES

The applicant shall notify all business, residences, churches, etc. affected by the street closures and public parking closures prior to the public hearing.

The applicant shall notify, in advance, all business, residences, churches, etc. affected by the street closures and public parking closures and shall provide advance community radio and/or newspaper announcements regarding the event and the closures.

The applicant shall coordinate all road closures with the Police Department and shall provide an adequate number of volunteers to assist with traffic control and barricade setup/removal during each event.

The applicant shall coordinate all road closures with START, Fire/EMS, Public Works and the Police Department. Volunteer placement and assignments shall be reviewed and approved in advance with the Police Department.

The applicant shall be responsible for producing, posting and removing the temporary No Parking signs. No Parking signs must be posted two days prior to the parking closures. The applicant should meet with the Police Department two weeks prior to the event to discuss the procurement, posting and removal of the signs.

Emergency vehicle access lanes shall be maintained during the event.

FIREWORKS

All fireworks displays must be approved by the Fire Chief prior to the event.

The Fire Department will monitor the firing area potential for wildfire. The Department will make recommendations directly to the applicant for mitigation and will give final approval the day of the event.

The application shall be subject to the review and approval of the Fire Department and any additional conditions or restrictions placed by such Department.

Please note, that the conditions and restrictions listed above are standard for special events held in Town, additional conditions or restrictions may be required by the Town Council and/or staff upon further review of the application.

I have read and understand the standard conditions for events. I have answered all of the questions in this application truthfully and to the best of my knowledge.

APPLICANT: _____
Signature

APPLICANT: _____
Printed Name

DATE: _____

TITLE: _____

Greetings,

On Saturday June 4th, 2022 JD High Country Outfitters is hosting a block party to celebrate our 50th anniversary of business. The event will be held in the parking spaces on Broadway Ave.

Current plans for the event include the closures of all the parking spaces from Roadhouse Pub and Eatery to JH Jewelry/RARE Gallery. You are receiving this notice because you are within a two block radius of the event site and proposed parking space closures. Parking spaces will be blocked from 8am – 8pm the day of the event.

The event will include live music, food, drinks, games, and raffles throughout the afternoon on June 4th with music and activities ceasing at 5pm. The event will also be a fundraiser for three local nonprofit organizations: Jackson Hole Trout Unlimited, Backcountry Hunters and Anglers, and Wildlife Tourism for Tomorrow.

On Monday May, 2nd at 6pm, Jackson Town Council will consider our special events application addressing the requested parking spot closures. You are welcome to attend, ask questions or make public comment. Additionally, you may reach out to me directly with any questions or concerns.

Thank you,

Clare English
Buyer and Marketing Manager
JD High Country Outfitters
307-733-3270
clare@jdhcoutfitters.com



TEMPORARY SIGN PERMIT APPLICATION
Planning & Building Department

150 East Pearl Ave.
P.O. Box 1687
Jackson, WY 83301
ph: (307) 733-0440
www.townofjackson.com

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

EVENT NAME:

CELEBRATION

Event Name:

50TH ANNIVERSARY

Physical Address of Event:

50 E BROADWAY AVE

Description of Event:

BLOCK PARTY IN FRONT OF JDHCO TO CELEBRATE 50
YEARS IN BUSINESS

Grand Opening ☐ Yes ☒ No

EVENT SPONSOR/APPLICANT: Name:

Mailing Address:

PO Box 3369

Phone: 307-733-3270

E-mail:

CLARE@JDHCOVFITTERS.COM
BETH@JDHCOVFITTERS.COM

ZIP: 83001

Non-Profit: ☐ For Profit: ☒

TEMPORARY BANNER LOCATION: Consent from Property Owner Required

Business/Description:

~~JOHN DEERE~~ JD HIGH COUNTRY OUTFITTERS
50 E BROADWAY AVE
60000

Business/Description:

JD HIGH COUNTRY OUTFITTERS

Physical Address:

Physical Address:

Dates of Display:

JUNE 4 2022

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.

Signature of Authorized Event Applicant

Clare English

Applicant Name Printed

Date

4/20/22

Buyer & Marketing
Title Manager

STAFF REPORT



Meeting Date:	May 2, 2022	Meeting Title:	Regular Meeting
Submitting Department:	Administration	Presenter:	Carl Pelletier
Agenda Item:	Special Event: People's Market	Public Comment	Yes

Purpose & Policy Considerations.

The Mayor and Council approve all special event applications requesting the use of public property, services of Town personnel and Town equipment on behalf of the Town of Jackson.

Requested Action.

Staff is requesting Town Council to consider the special event application submitted by Slow Foods in the Tetons, a local non-profit organization, for the annual Peoples Market event.

Recommendations.

Staff recommends the approval of the application, subject to the conditions and restrictions listed in this staff report.

Background.

The applicant, Slow Foods in the Tetons, a local non-profit, plans to host the People's Market event every Wednesday from June 1, 2022 through September 21, 2022 between the hours of 4:00 P.M. to 7:00 P.M. on the Center for the Arts Lawn (Center Park). Per their Conditional Use Permit, the Center for the Arts is permitted to conduct events in the Center Park without a Special Event Permit as long as the events cease by 9:00 P.M. Town Council permission to utilize Center Park is not required for this event as Slow Foods is working with the Center for the Arts on the use of the lawn and the events will conclude before 9:00 P.M.

Permission by the Town Council would be needed for the applicant to reserve parking spaces located along South Cache Street and in the public parking lot located directly north of the Center for the Arts each Wednesday between the hours of 11:00 A.M. and 8:00 P.M. each Wednesday from June 1, 2022 through September 21, 2022 for market load-in and load-out purposes. In addition, the applicant requests permission to utilize Town equipment including barricades and cones for the duration of the summer.

In the past, the People's Market has held their weekly event in the Snow King ballfield parking lot. Due to construction taking place at the base of Snow King during the summer of 2021 the applicant was asked by the Parks and Recreation Department to relocate their event to an alternative venue. Construction at the base of Snow King is anticipated through the end of June for 2022.

Last year, Slow Foods relocated to Center Park and they would request the same relocation for 2022. To assist with the load-in and load-out process the applicant has requested to reserve parking spaces on both sides of South Cache Street. In addition, the applicant is requesting the use of approximately 20 parking spaces in the public parking lot located directly north of the Center for the Arts building. A full description of their parking plan is available to view at the end of this staff report.

The parking request has been reviewed by various Town and Joint Departments including Public Works, Police, and Fire/EMS. These departments indicated no significant concerns with this request.

In previous years the applicant has utilized barricades and cones from the Public Works Department for the duration of the summer. Public Works has indicated that they would be able to assist with this request if the equipment was available.

For 2022, the applicant will continue to work with the Teton County Health Department and make adjustments for hosting the People's Market in accordance with the Center for Disease Control guidelines as well as following any state and local health orders that may be in place during the summer. This application has been reviewed by the Teton County Health Department.

The applicant requests the following in association with each market:

- Permission to post "No Parking" signs on South Cache Street as depicted in the map above. The applicant will be responsible for the production, posting, and removal of the associated no parking signage.
- Permission to post "No Parking" signs in the public parking lot located directly north of the Center for the Art to reserve approximately 20 parking spaces as depicted in the map above. The applicant will be responsible for the production, posting, and removal of the associated no parking signage.
- Permission to utilize the parking spaces depicted in the map above between the hours of 11:00 AM and 8:00 PM for market purposes including load-in and load-out operations.
- Permission to use Town of Jackson barricades and cones for the parking space reservations.
- Permission for amplified music associated with live or recorded music.
- Permission to display onsite vendor banners and/or logos on the booths. The applicant will submit temporary sign permit applications for all off-site banners they wish to erect.
- A catering permit from Town staff.
- An expo permit from Town staff.

Analysis.

The application has been submitted for review and comment to all Town departments. The operating plan for this event has been reviewed by the Teton County Health Department.

Possible Alternatives.

- Approve the request with modifications
- Deny the request
- Other

Comprehensive Plan & Priority Alignment.

Special events align within the Comprehensive Plan & Community Priority Goals in addressing Town as Heart of the Region – The Central Complete Neighborhood: The Town of Jackson will continue to be the primary location for jobs, housing, shopping educational and cultural activities.

Principle 4.4—Enhance civic spaces, social functions, and environmental amenities to make Town a more desirable Complete Neighborhood.

The Town of Jackson has traditionally served as the cultural, social and civic hub for Teton County and the region. Maintaining and improving public spaces will support Jackson as the community's central Complete Neighborhood, a gateway to the nation's parks and forests, and the regional center for tourism, the arts and employment. The enhancement of natural features such as Karns Meadows, Flat Creek and Cache Creek corridors will further contribute to Jackson's role as the central Complete Neighborhood.

Policy 4.4.a: Maintain and improve public spaces

Public spaces are the building blocks of a thriving community. Jackson's public spaces and civic facilities should be interesting and memorable, and should reinforce our sense of community. Town will continue to promote high quality design of public spaces, including creating attractive gateways, preserving views, and providing appealing public right-of-

way amenities. The integration of fine arts professionals in the design of public spaces will be encouraged to create unique and visually engaging projects. New developments in Town should contribute to quality public spaces—including, but not limited to, pedestrian amenities, parks, outdoor squares, landscaped areas and public art.

Fiscal Impact.

Fiscal impact includes income from Exposition Licenses totaling \$4,199 (17 markets x \$247 per market), Catering Permits totaling \$340 (17 markets x \$20 per market) and a special event application fee of \$27. A total income of \$4,566 is expected from this event.

Staff Impact.

Staff impact includes:

- processing catering permits and exposition permits (approximately 30 minutes),
- delivery & pick up of the JH20 water station each week conducted by Parks and Recreation employees (approximately 8 hours and 30 minutes),
- securing town equipment from Public Works (approximately 30 minutes),
- departmental review of application (approximately 3 hours of total staff time),
- pre-event meetings with the applicant (approximately 4 hours of total staff time),
- preparation of staff report (approximately 1 hour),
- follow-up actions (approximately 1 hour and 30 minutes).

In total approximately 19 hours of staff time split between town, county and joint departments.

Conditions and Restrictions.

Should Council wish to approve this application, staff recommends that approval be subject to the following conditions and restrictions:

1. Market operations will be subject to the review of the Teton County Health Department.
2. The Market shall abide by any state or local health order in place.
3. The applicant shall clean up immediately after each market and shall be responsible for the removal of recycled material generated by the event or any overflow trash. Should the trash cans overflow the applicant shall provide additional trash cans for all future markets.
4. Insurance: An insurance certificate that names the "Town of Jackson as an additional insured including its Officers, Officials, Employees, and Volunteers" and states that coverage is primary and non-contributory is required at least ten days prior to the event. Insurance limits must be at least \$1,000,000/occurrence and \$1,000,000 aggregate. The additional insured language on the certificate may not include any limitations or exclusions. Insurance certificates are subject to the review and approval of the Town Attorney.
5. A sales tax permit must be obtained from the Wyoming Department of Revenue. A vendor list with tax ID numbers must be submitted to both the Wyoming Department of Revenue and the Town of Jackson at least two weeks prior to the event to obtain a sales tax permit. Please contact the Wyoming Department of Revenue at (307) 734-9354 with any questions.
6. No exhibits, tables, chairs, or other equipment shall be placed on walkways along South Cache Avenue that will obstruct pedestrian traffic.
7. Any power cords that cross walkways or turf where event goers walk shall be taped or covered and secured as to avoid a tripping hazard.
8. An adequate number of designated handicapped parking spaces shall be established in the vicinity of the market.
9. The applicant shall be responsible for the closure of the parking spaces and for the production, posting, and removal of no parking signage and handicapped parking signage.
10. The applicant shall arrange the use of any town equipment including barricades and traffic cones with the Public Works Department. This may include an equipment deposit for use.

11. No trees or other forestry may be moved, modified, damaged or destroyed to set up booths, tents, or exhibits. No ropes, exhibits, signs, banners or booths may be secured to any live forestry.
12. The applicant shall obtain the necessary food service permits from Teton County Environmental Health.
13. The applicant shall take all measures necessary to comply with applicable alcohol dispensing laws and regulations, including the prevention of sales to and consumption by minors and the prohibition of consumption off the authorized premises. An ID bracelet system or stamp system shall be utilized and all ID's checked.
14. The applicant will post *no alcohol consumption beyond this point* signs at either end of the market.
15. Vendors may not sell more than 16 oz. in the mugs, regardless of mug size.
16. The applicant may sell mugs for alcoholic beverages that are approved by the Police Department.
17. The applicant shall apply and pay for all licenses and/or permits prior to each market.
18. Any tents larger than 400 square feet will require approval through the Fire Department. A Temporary Tent Permit Form will need to be completed and approved prior to the start of the event. This Temporary Tent Permit can be found on the Jackson Hole Fire / EMS website.
19. Tents must meet the flame propagation performance criteria of NFPA 701 (IFC 3104.2).
20. Tents, canopies or membrane structures shall not be located within 20 feet of lot lines, buildings, other tents, canopies or membrane structures, parked vehicles or internal combustion engines (IFC 3103.8.2)
21. Combustible materials shall not be located within any tent, canopy or membrane structure in use for public assembly (IFC 3104.5).
22. Smoking shall not be permitted in tents, canopies or membrane structures. Approved "No Smoking" signs shall be conspicuously posted (IFC 3104.6).
23. All open flame devices are strictly prohibited within tents unless approved by the fire code official (IFC 3104.7)
24. Portable 2A:10B-C fire extinguishers shall be provided, one minimum, for tents requiring permits with a 75 foot travel distance (IFC 3104.12).
25. Any cooking performed within tents shall require advance approval by the Fire Department (IFC 3104.15.3 – 3104.15.7).
26. Generators and other internal combustion power sources shall be separated from tents, canopies or membrane structures by a minimum of 20 feet and shall be isolated from contact with the public by fencing, enclosure or other approved means (IFC 3104.19).
27. All electrical/temporary power shall be in accordance with the 2011 National Electric Code and subject to inspection from this Department (IFC 605.9).
28. Public Safety Plan: Where the fire code official determines that an indoor or outdoor gathering of persons has an adverse impact on public safety through diminished access to buildings, structures, fire hydrants and fire apparatus access roads or where such gatherings adversely affect public safety services of any kind, the fire code official shall have the authority to order the development of, or prescribe a plan for, the provision of an approved level of public safety (IFC403.2).
29. Review and follow all of the guidelines listed on the Jackson Hole Fire/EMS website regarding Special Event Rules, based on the 2012 International Fire Code. These rules can be obtained from the Town of Jackson website.
30. The Fire Department recommends that Cache Street maintain a clear and unobstructed width of 20 feet to allow for emergency vehicle traffic along ALL areas of open and closed streets (IFC 503.2.1).

Attachments or Links.

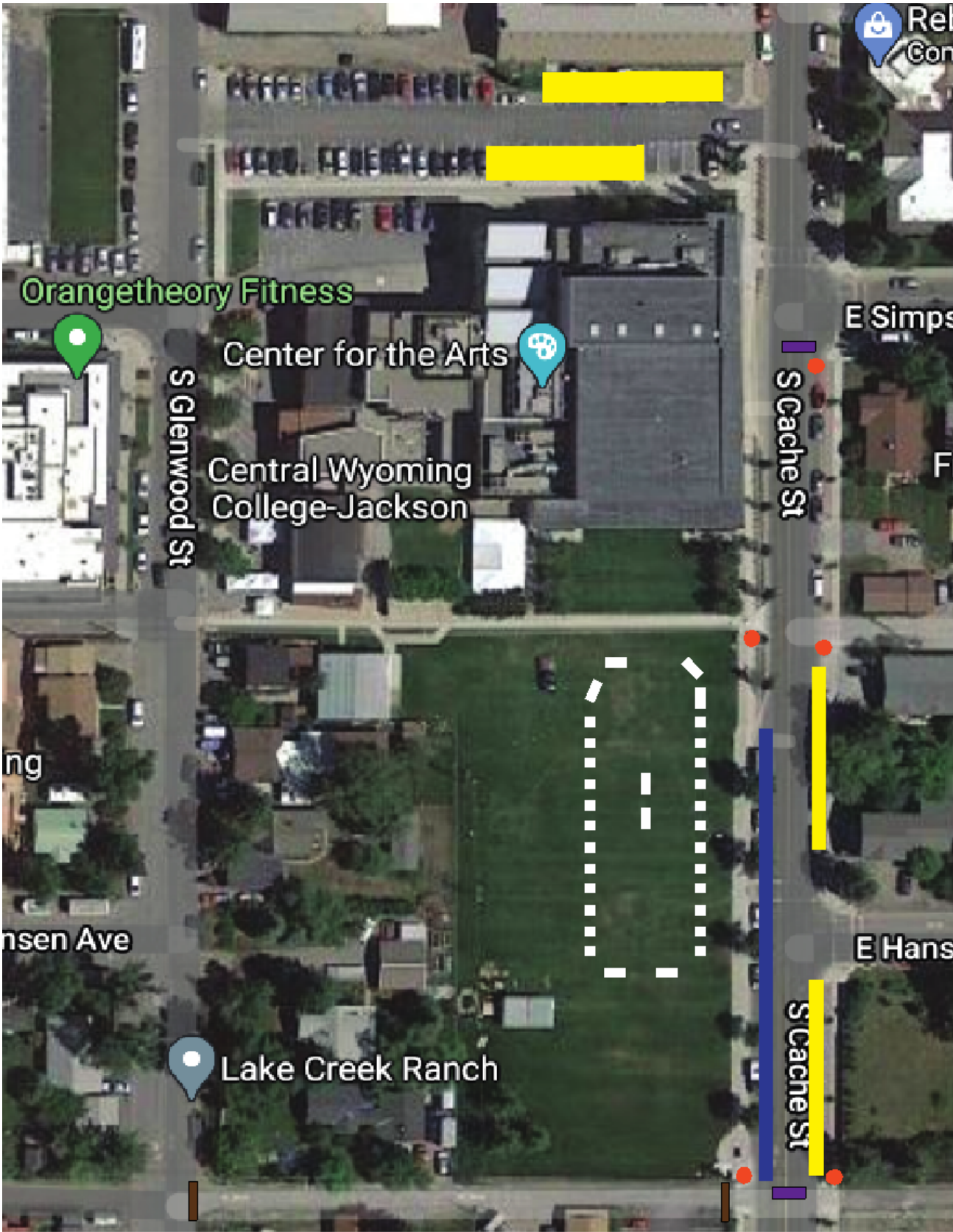
Parking Plan

Special Event Application

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

I move to approve the special event application made by Slow Foods in the Tetons for the 2022 People's Markets, subject to the conditions and restrictions listed in the staff report.

People’s Market Plan for parking spot closures and vendor/attendee movements



People's Market Plan for parking spot closures and vendor/attendee movements

Parking Closure Plan: Close the parking spots in **Yellow** and **Blue**

(Note: Slow Food staff will place weekly signs 24-48 hours in advance of the event to inform people of the Wednesday closures.)

Vendor Load in plan: Vendors load in every 30 minutes 10-15 at a time in the **Blue** area ONLY. After loading they move cars to the **Yellow**, starting with the north parking lot. The final batch of vendors with large trucks and trailers keep vehicles in the **Blue** area for the entire market. We open up the **Yellow** on the east side of Cache to the public if we do not need it for vendors. This plan minimizes vendors crossing the street with goods.

Attendee Plan: Encourage attendees through market messaging to walk and bike and, if driving, to park in the parking garage and on the east side of Cache in the spots we don't use for vendors.

Additional Safety Measures and logistics:

- Message Boards (**Purple**) on Cache to ask drivers to "Slow Down Event Ahead"
- Safety vests for Slow Food staff and volunteers
- Barricades on either side of the south alley "resident traffic, no People's Market parking". (**Brown**) This alley is too skinny to allow event parking
- No parking signs and additional barricades in the surrounding neighborhood as needed

Slow Food is entering its 13th summer season running the People's Market, an afternoon farmers market with the goal of supporting the local food system and providing a community gathering space. We are looking forward to a second summer on the lawn at the Center for the Arts, with a format almost identical to summer 2022.

Market Dates: Wednesdays, June 1- Sept 21st, no market on July 13

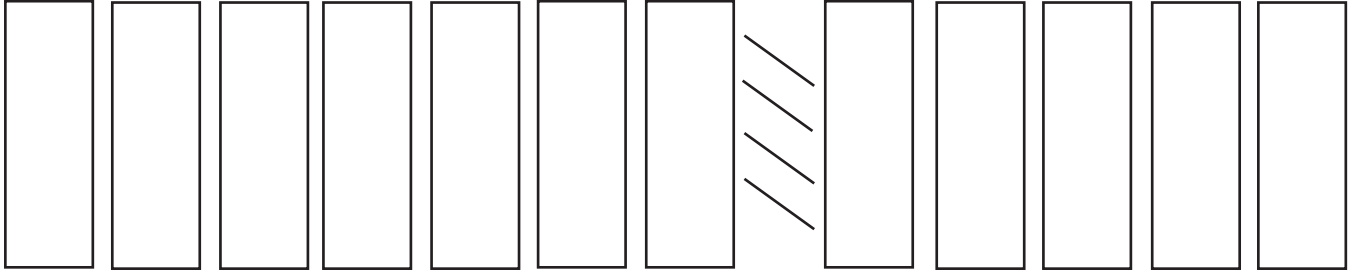
Market Time: Shoppers from 4pm- 7pm

Setup Time: Vendors set up and break down between 11am and 8pm

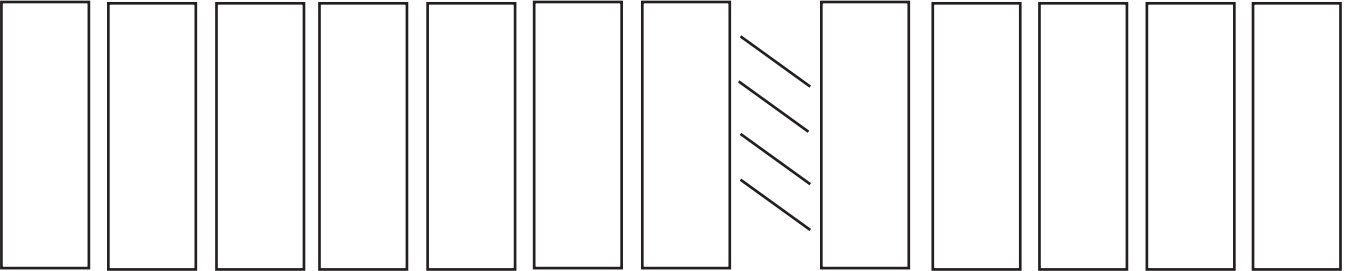
Parking closure time: 11am-8pm on Wednesdays June 1st- Sept 21st

Cache Street

Cache St. Sidewalk



Farm/Ranch/Packaged Food/Artisan Vendor Tents



Farm/Ranch/Packaged Food/Artisan Vendor Tents

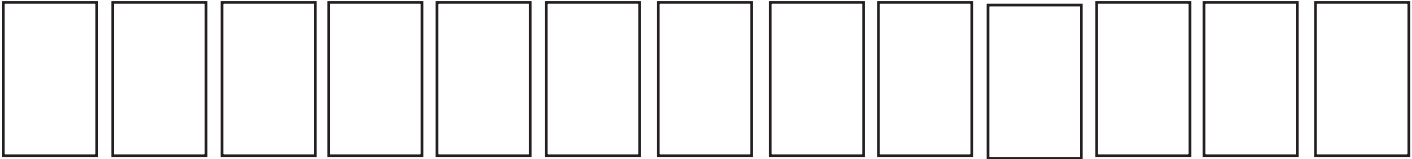
FV/A tents



Zero Waste Station



FV tent



Farm/Ranch/Packaged Food/Artisan Vendor Tents

FV/A tents

EL #1

EL #2

↑
N

Center Sidewalk

Special Event Application

Submit Completed Document To:

Town Hall
Town of Jackson - Special Events
150 East Pearl Street
P.O. Box 1687
Jackson, Wyoming 83001

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



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

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

APPLICANT INFORMATION

Name of Event: People's Market

Name of Organization: Slow Food in the Teton

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

Mailing Address: PO Box 7290

City: Jackson State: WY Zip Code: 83002

Name of Person Completing Application: Scott Steen

Email Address: tetonslowfood@gmail.com

Work Phone: 406-579-7852 Cell Phone: 406-579-7852

EVENT INFORMATION

Type of Event: ☐ Run / Walk ☐ Concert ☐ Filming ☐ Assembly
☐ Parade ☐ Festival ☐ Biking ☐ Education
☒ Other: farmer's market

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

The Slow Food in the Teton People's Market is a farmers' market for local growers and

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

Date(s) of Event: Wed, June 1 - Sept 21, no market Event Operating Hours: 4-7pm

Event Set Up Begins Date: _____ Time: 11am

Event Clean Up Ends Date: _____ Time: 8pm

Special Event Application

EVENT INFORMATION (Continued)

Estimated Event Attendance (Spectators and Participants) Per Day: 100-1,000 Total Event: ~15,000 total for

Special Considerations (check all that apply):

- | | | |
|---|---|---|
| ☒ Alcoholic Beverages | ☒ Cooking/Grilling | ☒ Electricity Requested |
| ☒ Food Sales | ☒ Merchandise Sales | ☒ Recurring Event |
| ☐ Ticketed Admission | ☒ Sound Amplification | ☐ Pets or Animals |
| ☒ Tents | ☒ Street Closure | ☐ Sidewalk Closure |
| ☐ Overnight Parking | ☐ Overnight RV Camping | ☐ Use of Town Square |

Event Co-Sponsor (s): _____

All for-profit organizations must submit a letter of event sponsorship from a non-profit organization if sales are requested on public property.

Will you be charging admission or a fee for your event? ☐ Yes ☒ No

Alternative Contact Information During the Event (someone besides applicant who will be on site and available for Town personnel or Police to contact during the event):

Name: Mari Allan Hanna Cell Phone: 3076999025

EVENT SITE PLAN

On a separate sheet of paper, provide a Site Plan sketch of the event. Include maps or a diagram of the entire event including the names of streets or areas that are part of the venue and the surrounding area. The plan should include the following (if applicable):

- | | |
|--|--|
| ☒ Tents (X) | ☒ Food Vendors (FV) |
| ☒ Beverage Vendors (BV) | ☒ Alcohol Vendors (A) |
| ☐ Portable Toilets (T) | ☐ Hand Washing Sink (HWS) |
| ☒ Stages or Amplified Sound (SO) | ☐ Bleachers (BL) |
| ☒ Garbage Receptacles (G) | ☒ Recycling Receptacles (RR) |
| ☒ Retail Merchants (RM) | ☐ Security (P) |
| ☐ Fire Lane (FL) | ☐ Fire Extinguishers (EX) |
| ☐ First Aid / EMS (FA) | ☐ Barricades (B) |
| ☒ Electricity / Generator (EL) | ☒ Trailers, Vehicles, Storage (TR) |

Fire hydrants or sidewalk curb breaks that are used for ADA accessibility may not be blocked at any time.

Special Event Application

STREET / SIDEWALK / PUBLIC PARKING LOT - CLOSURE REQUESTS

Will the event close any street, sidewalk, alley or public parking lot?

☒ Yes ☐ No

Area of Closure Request	Date(s)	Start Time	End Time
Cache Street parking both sides between Kelly Ave and Simpson on Wed 6/1 - 9/21, 11am-8pm			
Center for the Arts north upper parking lot spaces (same dates)			
See attached 2022 People's Market parking closure info			

The applicant will be responsible for production, posting and removal of "No Parking" and "Handicap Parking" signs along Town streets where public parking spaces exist within the event site. If the event involves a closure this will be need to be coordinated with the Jackson Police Department at least 2 weeks prior to the requested closure date. Jackson Police Department: (307) 733-1430. All parking signs, road signs, cones and barricades must be taken down immediately following the event's ending time.

Will the event restrict / close access to any public parking spaces?

☒ Yes ☐ No

If "Yes", how many parking spaces will be unavailable due to the event: 30-40 parking spaces

Will the event closure requests impact any START Bus routes?

☐ Yes ☒ No

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

Route Description: _____ START Bus contacted?

☐ Yes ☐ No

RESIDENT AND/OR BUSINESS NOTIFICATION

Events that require road closures, parking space closures, or sidewalk closures or may cause disruption for the Town of Jackson residents, businesses, churches, etc. may be required to mail or hand deliver notification to the affected parties within a two block radius at least one week prior to the event's Town Council consideration meeting. Notices must reflect the date(s), day(s), time(s) and location(s) of the event, types of activities taking place at the event, the event coordinator's contact information and the date and time of the Town Council meeting.

Have you provided a sample of the notice and a proposed list of recipients?

☒ Yes ☐ No

Special Event Application

TOWN EQUIPMENT REQUESTS

Indicate the type and the quantity of items that you are requesting:

_____ Large Street Barricades	_____ "Road Closed" Street Signs
_____ Small Sidewalk Barricades	_____ "Local Traffic Only" Street Signs
_____ 28 Inch Street Cones	_____ "Detour" Street Signs
_____ Candlestick Cones	_____ 32-Gallon Recycling Bins

☼ The equipment above can be arranged through the Public Works Department (307) 733-3079. A \$500 deposit will be required at the time of pick-up for equipment. The applicant is responsible for arranging the pick up of equipment from the Public Works Department as well as returning equipment immediately following the event. The Town of Jackson will only deliver equipment to parades and Town sponsored events.

☼ The Town of Jackson has a very limited number of recycling bins that can be utilized as part of your event's recycle plan. The applicant will be responsible for emptying the recycle containers and cleaning the bins before they are returned to the Public Works Department.

☼ If you are uncertain of the exact number of equipment needed please feel free to contact either the special event coordinator or the Public Works Department for additional information.

☼ Additional equipment such as bleachers, electrical spiderboxes, etc., can be requested through the Parks and Recreation Department (307) 732-5753.

TOWN SERVICES REQUESTS

Indicate the Town services that you are requesting. *Please note: you will need to coordinate services with individual departments and a fee may be associated with your request.*

POLICE DEPARTMENT

(307) 733-1430

☐ Event Security	☐ Mounted Horse Patrol	☐ Traffic Control
☐ Race Lead Vehicle	☐ Parade Lead Vehicle	☐ General Presence
☒ Towing / Ticketing	☐ Assistance with Parking Closures	☐ Assistance with Street Closures

Please describe in detail your request: _____

Help with towing from closed parking spaces if needed _____

The Chief of Police determines if police services will be needed at the special event for public safety concerns. The Chief of Police will also determine the number of police officers to staff the event. Fees may be associated with the need for additional police services at the event.

Special Event Application

TOWN SERVICES REQUESTS (Continued)

PUBLIC WORKS DEPARTMENT (307) 733-3079

☐ Street Sweeping

☐ Snow Removal

☐ Street Marking

Please describe in detail your request

PARKS AND RECREATION DEPARTMENT (307) 732-5753

☐ Irrigation Locates - Any event placing stakes in turf must obtain irrigation locates.

☐ Electricity Access

☐ Turf / Tree Care - Any additional mowing, raking, trimming or spraying needs.

☐ Additional Public Restroom Cleaning

Please describe in detail your request: We would like to request the JH2O station on Wednesdays

**Please note: if you are requesting the use of a public park or public ball field you must confirm and reserve your space through the Parks and Recreation Department. The only exception is George Washington Memorial Park (Town Square), which does not require a reservation form.*

Is the requested event site a public park or ball field? ☐ Yes ☒ No

If "Yes", has the site been reserved with Parks and Recreation? ☐ Yes ☐ No

FIRE / EMS DEPARTMENT (307) 733-4732

☐ Foot Patrol

☐ Ambulance

☐ Fire Engine

☐ Rescue Truck

☐ Bicycle Patrol

☐ Event Site Inspection

Please describe in detail your request:

Special Event Application

TOWN SERVICES REQUESTS (Continued)

START BUS

(307) 732-8651

☐ Event Specific Shuttle(s)

Please describe in detail your request: _____

VOICE / MUSIC AMPLIFICATION REQUESTS

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

If "Yes", please indicate times: Start Time: 4pm Finish Time: 7pm

Will your event feature any musical entertainment? ☒ Yes ☐ No

If "Yes", please attach the schedule of any music or entertainment proposed to occur during event.

SIGN or BANNER REQUESTS

Are you requesting to hang signs or banners? ☐ Yes ☒ No

If "Yes", have you completed a sign permit application? ☐ Yes ☐ No

A Sign Permit Application will need to be submitted along with this application if signs are requested. This permit can be accessed on the Town of Jackson website or through the Planning Department.

INSURANCE REQUIREMENTS

An insurance certificate is required prior to the start of your event. This certificate must name the "Town of Jackson as an additional insured including its Officers, Officials, Employees, and Volunteers" and must also state that coverage is primary and non-contributory is required for every event. Insurance limits must be at least \$1,000,000/occurrence and \$1,000,000 aggregate. **The additional insured language on the certificate may not include any limitations or exclusions.** Insurance certificates are subject to the review and approval of the Town Attorney. Please be sure to include alcohol liability if there will be alcohol at the event. You must supply insurance before your event.

A certificate of insurance is attached: ☒ Yes ☐ No

Special Event Application

PORTABLE RESTROOMS AND SINKS

The Town of Jackson requires the applicant to provide additional chemical toilets or portable toilets for all events with an anticipated peak time attendance exceeding 75 people.

You are required to provide portable restroom facilities at your event unless you can substantiate the sufficient availability of both ADA accessible and non-accessible facilities in the immediate area of the event site which will be available to the public during your event. The Town of Jackson may determine the total number of required restroom facilities required on a case-by-case basis based on the presence of food and drink at the event and the maximum number of attendees at your event during peak time. The Town of Jackson may determine that you need to coordinate with Parks and Recreation for additional public restroom cleanings if you intend on using a public restroom as part of your restroom facility plan.

Do you plan to provide portable restroom facilities?

☐ Yes

☒ No

If "Yes", please indicate the total number of portable toilets and number of ADA accessible toilets.

Total Number of Portable Toilets: _____ Number of ADA Accessible Portable Toilets: _____

If "No", please explain: _____ event will utilize Center for the Arts facilities

Portable restrooms may not be located within 50 feet of any food vendor.

Restroom Company: _____

Restroom Drop off / Pick Up Date for Drop Off: _____ Time for Drop Off: _____

Date for Pick Up: _____ Time for Pick Up: _____

ALCOHOL

Will there be alcoholic beverages at the event?

☒ Yes

☐ No

Will you be offering any alcoholic beverages besides beer? ☒ Yes

☐ No

If "Yes", what will be offered in addition to beer? Jackson Hole StillWorks

If you are planning on serving alcoholic beverages at your event, then either a completed Malt Beverage Permit (beer only) or Catering Permit (beer, wine and/or spirits) must be submitted. You can access these applications on the Town of Jackson website.

Special Event Application

VENDORS / MERCHANTS / SALES

Will anything be sold at your event?

☒ Yes

☐ No

If you are planning on selling items at your event then you will need to complete either an Exposition Business License (for 2 or more vendors) or a Transient Merchant License (for 1 vendor). A complete list of vendors, including a vendor tax ID, must be submitted to the Town of Jackson and to the State of Wyoming's Department of Revenue prior to the event. Both the Exposition License and the Transient Merchant License are on the Town of Jackson's website.

Please describe any sales activity at your event:

Farm/Ranch/Packaged Food/Prepared Food/Alcohol/Artisan vendors

Will any food or beverages be sold at your event?

☒ Yes

☐ No

If "Yes", you will need to contact the Teton County's Department of Environmental Health prior to the event (307) 732-8490.

TRASH REMOVAL PLAN

All events are required to have a plan for the collection removal of trash during and after the event. The trash receptacles located in the Town parks, parking lots, ball fields, sidewalks and public restrooms should not be included in the waste removal plan. ***For assistance with formulating a Trash Removal Plan please contact Integrated Solid Waste and Recycling at (307) 732-5771.***

Will you be using a waste company for your waste removal plan?

☐ Yes

☒ No

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

How many trash receptacles will be supplied for your event? 1 but we will provide it

When will the trash receptacles be delivered? We will bring trash bin same-day

When will the trash receptacles be picked up and removed from site? We will remove trash bin

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

As part of our zero waste initiative, vendors are required to use Slow Food reusable plates, bowls, utensils, and cups. We collect all food waste for composting with Haderlie Farms. We collect aluminum cans, plastic and glass bottles, and cardboard for recycling - managed by Slow Food staff. Trash is removed same-day by Slow Food staff.

Applicants are responsible for cleaning and restoring the site immediately following the event. Please pick up all trash associated with your event including, but not limited to paper, bottles, cans, signs, course markings, etc. The cost of any employee overtime incurred because of an applicant's failure to clean / restore the site following the event will be borne by the applicant and will be considered in future application requests. If you believe that no litter will be generated during your event please state this in your plan.

Special Event Application

SUSTAINABLE EVENT PLANNING

The Town of Jackson encourages all special events to strive to be sustainable in our community and for our environment. We have partnered with the **Teton County Integrated Solid Waste and Recycling (ISWR)** to offer opportunities to help your special event to be as "green" as possible. Opportunities available:

- ☐ Rental / Use of Recycling Bins for Special Events
- ☐ Use of JH20 Water Bottle Refilling Station for Special Events
- ☐ Consultation on Conducting Green Special Events

Please contact the Waste Diversion and Outreach Coordinator at ISWR at 307-732-5771.

RECYCLING PLAN

All events are required to have a plan for the collection and removal of recyclable materials during and after the event. The recycling receptacles located in the Town parks, parking lots, ball fields, sidewalks and public restrooms should not be included in the recycling collection and removal plan. ***For assistance with formulating a Recycling Plan please contact Teton County Integrated Solid Waste and Recycling (ISWR) at (307) 732-5771.***

Will you be using a company for your recycling plan?

☐ Yes

☒ No

If "Yes" which company will you be using? _____

How many recycling receptacles will they (or you) supply for your event? _____ 1-2 provided by Slow Food

When will these recycling receptacles be delivered? _____ We will bring recycle bins same-day

When will recycling receptacles be picked up and removed from site? _____ We will remove same-day

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

As part of our zero waste initiative, we collect recyclables at our zero waste station, located in the Slow Food staff tent. Post-market, Slow Food staff members sort and deliver recycling to ISWR bins.

Applicants are responsible for cleaning and restoring the site immediately following the event. If you believe that no recyclable materials will be generated during your event please state this in your plan. For a list of recyclables and how they need to be sorted, or for information about where the recycling bins are located call ISWR (307) 732-5771.

Special Event Application

SIGNIFICANT EVENT CHANGES

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

☒ Yes

☐ No

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

Event layout, street closures, time/date of market series, etc. are all similar to 2021.

STANDARD CONDITIONS OF APPROVAL

Please review the following standard list of conditions and restricts for events. Initial the bottom of each page indicating that you have read, understand and agree to these conditions and restrictions.

GENERAL

The event shall be conducted in a timely, safe and professional manner.

All town ordinances, including, but not limited to noise, possession and use of weapons, open fires and animals (including the prohibition of dogs in any town park) shall apply to all events except where specifically granted relief by the Town Council.

The applicant shall advise and instruct all participants, volunteers, vendors, merchants and spectators on event conditions, restrictions, prohibitions and responsibilities as indicated by the Town Council in the staff report.

Initials: SS

Special Event Application

STANDARD CONDITIONS FOR ALL EVENTS (continued)

TRASH / CLEAN UP

The applicant shall clean up immediately following each event and shall be responsible for the collection and removal of all refuse generated by the event.

If trash will be generated from the event, then the applicant must supply extra trash and containers and dispose of all trash generated by the event. Trash containers shall not be permitted to overflow.

If recyclable materials are generated from the event, then the applicant is required to provide recycling containers and provide for the removal of all recycled material. Recycling containers shall not be permitted to overflow.

STREETS

Fire department access roads shall have and maintain a clear and unobstructed width of 20 feet and unobstructed vertical clearance of not less than 13 feet 6 inches to allow for emergency vehicle traffic along ALL areas of open and closed streets (IFC 503.2.1). Booths and tents may be erected on either side of street, however, a 20 foot straight path must be provided.

SIDEWALKS

The applicant shall not block walkways or otherwise obstruct pedestrian traffic.

All walkways, boardwalks, entrances and ADA ramps must be kept open and unobstructed at all times

All power and sound cords that cross walkways shall be taped and secured to avoid a tripping hazard.

POWER / ELECTRICAL

Electrical power is available from Town Square. The applicant shall coordinate all power needs with the Parks & Recreation Department's Park Manager (307-733-5057) at least three (3) business days prior to the event.

All power and sound cords that cross walkways shall be taped and secured to avoid a tripping hazard.

All electrical/temporary power shall be in accordance with the 2011 National Electric Code and subject to inspection from this Department (IFC 605.9).

ADDITIONAL PERMIT & LICENSE FEES

The applicant shall apply and pay for all licenses and/or permits prior to the events.

Initials: SS

Special Event Application

STANDARD CONDITIONS FOR ALL EVENTS (continued)

TOWN EQUIPMENT

The use of the Parks & Recreation Department bleachers shall be coordinated through that department (307) 732-5753.

Barricade, road sign, cone and recycle bin use shall be coordinated through the Public Works Department. The applicants shall be responsible for pick up, setup, placement and disassembly and return. All equipment use require a \$500 damage deposit that must be submitted at the time of pick up at the Public Works Department to protect against any loss or damage.

All barricades, cones, bins and road signs must be removed immediately following the event. These items must be returned the same location as they were picked up.

PORTABLE RESTROOMS

If applicable, the applicant shall provide an adequate number of port-a-potties at the event site and shall arrange for their removal immediately at the conclusion of the event.

The applicant shall ensure all port-a-potties are placed on paved areas.

INSURANCE

The applicant and all participating organizations are required to maintain liability insurance in the amount of \$1,000,000.00. Prior to the event, each organization shall provide a certificate of insurance naming the Town of Jackson as an additional insured including its Officers, Officials, Employees, and Volunteers and must also state that coverage is primary and non-contributory. The Town Attorney shall approve all certificates of insurance.

FOOD / VENDING

The applicant shall obtain the necessary food service permits from Teton County Environmental Health.

The applicant shall provide additional trash receptacles in the food service areas.

Per Section 5.20 of the Municipal Code: The applicant shall be responsible for ensuring that all sales tax receipts are remitted to the Wyoming Department of Revenue and in no event later than the thirtieth day of the month following the exposition [and] acquire and keep on file names, addresses and phone numbers of all participants.

In addition to providing a list of all participating vendors, artists, and merchants, along with their social security numbers and addresses, to the Wyoming Department of Revenue, pursuant to Jackson Municipal Code Section 5.20.020 A.1.b., the applicant shall also provide that same list to the Town of Jackson Finance Department.

Vendors shall not dump hot water or other liquids on the turf.

Initials: SS

Special Event Application

STANDARD CONDITIONS FOR ALL EVENTS (continued)

ALCOHOL

The applicant shall take all measures necessary to comply with applicable alcohol dispensing laws and regulations, including the prevention of sales to and consumption by minors and the prohibition of consumption off the authorized premises. All ID's must be checked and ID bracelet system may be required.

Only 16oz or small plastic cups are used for beer and alcohol sales.

No alcohol shall be served in bottles or glass containers.

The applicant shall be responsible to be alert to and report any instances of underage drinking to the Jackson Police Department.

It is recommended that servers be TIPS trained prior to serving alcohol. No "over serving" shall be allowed to occur or serving to obviously intoxicated persons.

Participants shall not be permitted to leave the event with open containers.

No more than two beers shall be sold to any person at any one time.

TOWN PARKS

The applicant shall coordinate the use of any public park (including the Town Square), including reservations, paperwork and applicable fees, with the Parks and Recreation Department.

The applicant shall coordinate park reservation and the payment of Parks & Recreation fees at least 30 days prior to the event.

The applicant is required to provide turf protection in front of and behind any table or other exhibit where crowds will stand. The applicant shall abide by all Parks & Recreation Department recommendations with regards to turf protection.

Vehicles are prohibited on all turf areas of any park or anywhere within the Town Square.

No trees or other forestry may be moved, modified, damaged or destroyed to set up booths, tents, or exhibits. No ropes, exhibits, signs, banners or booths may be secured to any live forestry.

Use of Town Square shall be subject to the submission to and approval of staff of a detailed site plan, indicating set-up, safety procedures and turf protection, and the imposition of such other conditions or restrictions deemed necessary.

Irrigation locates are required if stakes are placed in the ground. Applicant may forfeit damage deposit if an irrigation locate is not conducted and irrigation equipment is damaged.

Per Municipal Code, dogs are not allowed in Town Parks.

Initials: SS

Special Event Application

STANDARD CONDITIONS FOR ALL EVENTS (continued)

TENTS

Irrigation locates are required before any tents may be erected or stakes or any other items are placed in any public park, including the Town Square. The applicant shall coordinate all water locates with the Parks & Recreation Department's Park Manager (307-732-5793) at least three (3) business days prior to the event.

All tents having an area in excess of 200 square feet shall require advance permitting through the Fire Department unless open on all sides (IFC 105.6.43).

Tents which can hold over 50 or more occupants must provide the Fire Department with a detailed site and floor plan detailing means of egress, seating capacity, location and type of heating and electrical equipment (IFC 3103.6).

Tents, canopies or membrane structures shall not be located within 20 feet of lot lines, buildings, other tents, canopies or membrane structures, parked vehicles or internal combustion engines (IFC 3103.8.2).

Tents must meet the flame propagation performance criteria of NFPA 701 (IFC 3104.2).

Combustible materials shall not be located within any tent, canopy or membrane structure in use for public assembly (IFC 3104.5).

Smoking shall not be permitted in tents, canopies or membrane structures. Approved "No Smoking" signs shall be conspicuously posted (IFC 3104.6).

All open flame devices are strictly prohibited within tents unless approved by the fire code official (IFC 3104.7)

Portable 2A:10B-C fire extinguishers shall be provided, one minimum, for tents requiring permits with a 75 foot travel distance (IFC 3104.12).

Any cooking performed within tents shall require advance approval by the Fire Department (IFC 3104.15.3 – 3104.15.7).

Generators and other internal combustion power sources shall be separated from tents, canopies or membrane structures by a minimum of 20 feet and shall be isolated from contact with the public by fencing, enclosure or other approved means (IFC 3104.19).

FAIR GROUNDS / RODEO GROUNDS

All use of the Rodeo Grounds shall be coordinated through and subject to the approval of the Fair Manager under the authority of the Parks and Recreation Department.

Anyone camping at the Rodeo Grounds shall indicate that they are affiliated with the group by placing a card in the windshield of their vehicle. Campers are reminded that fires are not permitted.

Initials: SS

Special Event Application

STANDARD CONDITIONS FOR ALL EVENTS (continued)

ROAD CLOSURES / PUBLIC PARKING CLOSURES

The applicant shall notify all business, residences, churches, etc. affected by the street closures and public parking closures prior to the public hearing.

The applicant shall notify, in advance, all business, residences, churches, etc. affected by the street closures and public parking closures and shall provide advance community radio and/or newspaper announcements regarding the event and the closures.

The applicant shall coordinate all road closures with the Police Department and shall provide an adequate number of volunteers to assist with traffic control and barricade setup/removal during each event.

The applicant shall coordinate all road closures with START, Fire/EMS, Public Works and the Police Department. Volunteer placement and assignments shall be reviewed and approved in advance with the Police Department.

The applicant shall be responsible for producing, posting and removing the temporary No Parking signs. No Parking signs must be posted two days prior to the parking closures. The applicant should meet with the Police Department two weeks prior to the event to discuss the procurement, posting and removal of the signs.

Emergency vehicle access lanes shall be maintained during the event.

FIREWORKS

All fireworks displays must be approved by the Fire Chief prior to the event.

The Fire Department will monitor the firing area potential for wildfire. The Department will make recommendations directly to the applicant for mitigation and will give final approval the day of the event.

The application shall be subject to the review and approval of the Fire Department and any additional conditions or restrictions placed by such Department.

Please note, that the conditions and restrictions listed above are standard for special events held in Town, additional conditions or restrictions may be required by the Town Council and/or staff upon further review of the application.

I have read and understand the standard conditions for events. I have answered all of the questions in this application truthfully and to the best of my knowledge.

APPLICANT: 
Signature

APPLICANT: Scott Steen
Printed Name

DATE: 04/17/2022

TITLE: Executive Director Slow Food in



SLOWFOO-01

DDUDAS1

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

8/3/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER License # 6024 HUB International Mountain States Limited 1315 S Highway 89 Suite 103 Jackson, WY 83001	CONTACT NAME: Dustin Dudas PHONE (A/C, No, Ext): (208) 535-3723 FAX (A/C, No): (208) 522-1267 E-MAIL ADDRESS: dustin.dudas@hubinternational.com
	INSURER(S) AFFORDING COVERAGE INSURER A : Philadelphia Indemnity Insurance Company INSURER B : INSURER C : INSURER D : INSURER E : INSURER F :
INSURED Slow Food in the Tetons PO Box 7290 Jackson, WY 83002	NAIC # 18058

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PRO-JECT ☐ LOC ☐ OTHER:			PHPK2298117	6/23/2021	6/23/2022	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 1,000,000 \$
A	☒ AUTOMOBILE LIABILITY ☐ ANY AUTO OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☒ HIRED AUTOS ONLY ☒ NON-OWNED AUTOS ONLY			PHPK2298117	6/23/2021	6/23/2022	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	☐ UMBRELLA LIAB ☐ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE ☐ DED ☐ RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	☐ WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) ☐ Y / N If yes, describe under DESCRIPTION OF OPERATIONS below		N / A				PER STATUTE ☐ OTH-ER ☐ E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

CANCELLATION

Town of Jackson PO Box 1687 Jackson, WY 83001	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
--	---

STAFF REPORT



Meeting Date:	May 2, 2022	Meeting Title:	Town Council Regular
Submitting Department:	Public Works	Presenter:	Brian Lenz
Agenda Item:	2022 East Pearl Sidewalk (TOJ Bid #22-12)	Public Comment:	Yes

Purpose & Policy Considerations.

Council to consider amendments to funding and award of contract with Evans Construction Company for construction of the 2022 East Pearl Sidewalk Project.

Requested Action.

Staff requests Council approve amendments to funding as outlined in the Financial Impacts herein and award the contract.

Recommendations.

Staff recommends that Council approve amendments to funding as outlined in the Financial Impacts herein and to award the contract, in full, to Evans Construction Company.

Background.

The proposed Project consists of the installation of the following:

- East Pearl Ave. from South Willow to Gros Ventre – Replace existing curb and gutter and install sidewalk on both sides of the street.
- East Pearl from Willow to Gros Ventre - Mill and Overlay the full width of the road.
- South Willow from Simpson to Broadway - Mill and Overlay the full width of the road.

The bid also includes associated approach/driveway work, ADA curb ramps, street restoration, streetlights, seeding and sod, and all other incidentals required to complete the work.

The Project Schedule generally runs from June through October 2022.

The project was advertised in the JH News & Guide Weekly for 2 weeks beginning on March 9, 2022.

Recently staff has allocated a portion of the Annual Streets Reconstruction fund to milling and overlaying streets. A process that involves milling down the street two inches and a new driving surface is paved over the milled area, providing a like new roadway. Since 2018, Pearl Ave. has been resurfaced from West Broadway to Willow. Rather than bidding the work to complete Pearl Ave resurfacing east to Gros Ventre as part of the streets contract, that work was consolidated into the East Pearl Sidewalk project. To meet our target overlay quantity South Willow from Broadway to Simpson was included in the project as well. See Figure 1.



Figure 1 Showing resurfacing to date in Yellow and Proposed in blue.

Analysis.

The town received one construction bid for the project on April 7, 2022:

- 1) Evans Construction Company of Jackson, WY – **\$ 1,171,205.50**

The bid is approximately the average of the design engineer (Y2 Consultants) and Town Engineering estimates of \$969,069.76 and \$1,244,918.32, respectively. Because only one bid was received Town Engineering used these estimates as well as comparing costs of individual bid items to bids received for the Rancher Street project received earlier in the year and similar past projects to determine if a reasonable bid was received. Review of the bid items showed increases in costs of items requiring pavement, e.g., patching along new curb installation and the mill and overlay portion of the project. Other items that require significant trucking time, e.g., demolition of pavement and concrete, also had price increases, likely due to increased fuel costs. In contrast, the costs for the sidewalk, the largest component of the project by cost, were less than Rancher. Staff determined that pricing for the construction was acceptable.

Consideration of the full costs of design, construction, and construction administration relative to the available budget results in a budget shortfall. FY22 funding for the project includes \$600,000 from the Capital Projects Fund, \$394,972 from the 2017 SPET for pedestrian improvements, and \$146,230 from the Annual Streets fund for the Mill and Overlay portion of the project, \$1,141,202 total. After design and construction administration costs are removed, \$914,980 is available for construction. This leaves a budget shortfall of approximately \$130,000 to complete the full scope of work bid.

Staff finds that increased costs for paving are the primary factors contributing to the shortfall. These costs include higher costs for the 2022 Spring Patching contract and the increased cost for the Mill & Overlay as well as patching for the East Pearl Project.

While considering its recommendation staff reviewed alternatives to scope of work and funding options to complete the project. The primary purpose of the project is to construct the sidewalks along both sides of East Pearl Avenue between Willow and Gros Ventre. Completing the Mill & Overlay of East Pearl from Willow to Gros Ventre could be completed within the budget as funded. Staff recommends completing the Mill & Overlay work on South Willow as well because the work will not be completed until the FY23 budget and could be completed with FY23 Annual Road Reconstruction funds. Further, there is considerable value to having a contractor available to do the work for a price that is reasonable given the current unsettled construction costs and high demands for contractors; delaying the award for a rebid would likely not provide for a decrease in cost, rather would likely increase costs and would delay the project to the 2023 construction season at the earliest.

Should Council choose to not follow staff's recommendation to award the contract in full, staff has identified reducing the scope of the Mill & Overlay to just the East Pearl portion as the most effective way to bring the costs to within FY 22 budget and not impact the core of the sidewalk project. Reducing the extents of the new sidewalk construction, e.g. not constructing the sidewalk on the south side between Jean and Gros Ventre where there are parking conflicts. Some other adjustments may be warranted or identifying other funds that may be available to fund the project are other options that staff could pursue if the proposed recommendation is not acceptable.

Possible Alternatives.

1. Approve amendments to funding as outlined in the Financial Impacts herein and to award the contract, in full, to Evans Construction Company.
2. Approve amendments to funding as outlined in the Financial Impacts herein for FY22 and to award the contract, with a reduced scope to match available FY22 funding, to Evans Construction Company.
3. Authorize additional funding for the entire cost of the project.
4. Direct staff to value engineer the project into budget and/or identify alternative funding and present the revised recommendation to council approval at a later date.
5. Reject the bid received and rebid the project at a later date.
6. Other alternatives as directed by council.

Comprehensive Plan & Priority Alignment.

The 2022 East Pearl Sidewalk Project aligns with the following Comprehensive Plan elements:

- Common Value #1 *Ecosystem Stewardship*
 - Principle 2.3 Reduce energy consumption through transportation
- Common Value #2 *Growth Management*
 - Principle 3.2 Enhance suitable locations as Complete Neighborhoods
- Common Value #3 *Quality of Life*
 - Principle 6.2 Promote a stable and diverse economy
 - Principle 7.1 Meet future transportation demand through the use of alternative modes
 - Principle 7.2 Create a safe, efficient, interconnected multimodal transportation network
 - Principle 7.3 Coordinate land use and transportation planning
 - Principle 8.1 Maintain current, coordinated service delivery

This project also helps provide safe routes for families and contributes to the Town of Jackson Core Value of Customer Focus & Service.

Fiscal Impact.

FY22 funding for the project includes \$600,000 from the Capital Projects Fund, \$394,972 from the 2017 SPET for pedestrian improvements, and \$146,230.00 from the Annual Streets Reconstruction Account for the Mill and Overlay portion of the project, \$1,141,202 total.

If the 2022 East Pearl Sidewalk Project is approved in full as recommended:

1. the following amendment to the FY22 budget is requested with award of the contract:
 - Reallocate \$146,230.00 from the Annual Streets Reconstruction to the to the 2022 East Pearl Sidewalk from Willow to Gros Ventre fund for mill & overlay street reconstruction work to be completed as part of the sidewalk project.
2. the following modification to the FY23 budget is requested with award of the contract:
 - a. Reduce the budget for Annual Streets reconstruction by \$130,000 and allocate those monies to the 2022 East Pearl Sidewalk for mill & overlay, or as approved by the Town Finance Director and Town Manager.

Rejecting the bid would likely result in higher project construction costs in a future fiscal year.

Additional costs to the Town associated with a new sidewalk include the future capital improvements required to repair or replace the sidewalk and landscaped strip, and the increased use of equipment and other existing material/financial resources to regularly maintain the sidewalk/landscape

Staff Impact.

Construction coordination between the Contractor and Engineering Staff will be necessary. It is estimated that 10-20 hours per week of Public Works staff time shall be required if staff is directed to award the contract and proceed with construction as proposed.

Once a new sidewalk is in place, increased ongoing maintenance requirements requiring staff time include future capital repair and replacement by Public Works, possible snow plowing by Parks and Recreation, and possible landscape strip maintenance by Public Works and/or Parks and Recreation.

Attachments or Links.

None.

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

I move to approve the award of the 2022 East Pearl Sidewalk Project in the amount of \$1,171,205.50 to Evans Construction Company, and to:

1. amendment to the FY22 budget as follows:
 - Reallocate \$146,230.00 from the Annual Streets Reconstruction to the to the 2022 East Pearl Sidewalk from Willow to Gros Ventre fund for mill & overlay street reconstruction work to be completed as part of the sidewalk project.
2. Direct staff to: modify the proposed FY23 budget as follows:
 - a. Reduce the budget for Annual Streets Reconstruction by \$130,000 and allocate those monies to the 2022 East Pearl Sidewalk, or as approved by the Town Finance Director and Town Manager.

STAFF REPORT



Meeting Date:	May 2, 2022	Meeting Title:	Town Council Meeting
Submitting Department:	Clerk's Office	Presenter:	Riley Taylor
Agenda Item:	JH Rodeo Malt Beverage Permit Request	Public Comment:	Yes

Purpose & Policy Considerations.

The Town Council, as the local liquor licensing authority, approves the issuance of all malt beverage permits.

Requested Action.

To approve the requested malt beverage permits.

Recommendations.

Staff recommends approval of the requested malt beverage permit, subject to the following conditions and restrictions:

1. Servers must take an Alcohol Server Education training course and provide the Town Clerk's Office with documentation prior to issuance of the permit(s).
2. The applicant shall comply with all of the Teton County Fair Board and Town of Jackson requirements under the Rodeo Concession Agreement.
3. Every sale will include an age verification by checking IDs.
4. No more than 2 beers may be sold to any one person in a transaction
5. Beer may only be sold in plastic cups, no more than 16 oz.
6. There will be no serving of alcohol to obviously intoxicated people.
7. Permit holder shall be responsible to be alert and report any instances of underage drinking to the Jackson Police by calling 733-2331.
8. Beer sales will cease within thirty (30) minutes of the end of the rodeo, or at 10:30p.m., whichever occurs first.

Background.

The Jackson Hole Rodeo has applied for thirty-eight (38) malt beverage permits for the Jackson Hole Rodeo at the Teton County Fairgrounds from 6:00-10:00pm on May 28, June 1, 4, 8, 11, 15, 18, 22, 25, 29, July 1, 2, 4, 6, 8, 9, 13, 15, 16, 20, 22, 23, August 3, 5, 6, 10, 12, 13, 14, 19, 20, 24, 26, 27, 31, and September 3, 7, and 10.

Section 12-4-502(a) of Wyoming Statutes provides for the issuance of temporary liquor permits: A malt beverage permit authorizing the sale of malt beverages only may be issued by the appropriate licensing authority to any responsible person or organization for sales at a picnic, bazaar, fair, rodeo, special holiday or similar public gathering. No person or organization holding the special permit shall sell any alcoholic liquor other than malt beverages on the premises described on the permit, nor shall any malt beverage be sold or consumed off the premises authorized by the permit.

The applications have been reviewed by the Police Department and Town Clerk.

Comprehensive Plan & Priority Alignment.

This application was processed according to Title 12 of the state statutes, and as related to the Comprehensive Plan Policy 8.1.a. the delivery of quality levels of service to the community and the decisions related to temporary liquor permits also have a direct correlation to the health, safety, and welfare of the community as

discussed in Section 8.

Fiscal Impact.

Malt beverage permit fees of \$1,900.00 will be deposited to the general fund.

Staff Impact.

Staff impact includes reviewing the applications, communicating with applicant and obtaining information to provide in the staff report, presenting to Council, and if approved, printing permits and issuing them. Total time spent is approximately 2 hours.

Attachments or Links.

Malt Beverage Permit Application
Rodeo Schedule

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

I move to approve the issuance of thirty-eight (38) malt beverage permits to the Jackson Hole Rodeo for the dates requested during the summer 2022 rodeo season, including the YETI Finals and Shriner's Rodeos, from 6:00 to 10:30pm, subject to the conditions and restrictions listed in the staff report.



24-HOUR ALCOHOL BEVERAGE PERMIT APPLICATION

Application for authorization to sell or serve alcoholic beverages at an event, under the temporary permit-type selected below.

Fee \$ _____

Date Pd: _____

APPLICANT.

Name of Person *please print*

Requesting Permit: *Lisa Wilson*

Organization: *Jackson Hole Rodeo*

Phone: *307-699-3399*

EVENT INFORMATION. Complete the following information about the event.

Name of Event:	<i>Jackson Hole Rodeo</i>	Purpose:	<i>Rodeo 6:00pm - 10:30pm</i>
Held at:	<i>Teton County Fair Grounds</i> business name	List the Date(s) and Hours that Alcohol will be Available:	<i>May 28, June 1, 4, 8, 11, 15, 18, 22, 25, 29 2022</i> <i>July</i> <i>1, 2, 4, 6, 8, 9, 13, 15, 16, 20, 22, 23</i> <i>Aug</i> <i>3, 5, 6, 10, 12, 13, 17, 19, 20, 24, 26, 27, 31</i> <i>Sept 3, 7, 10</i>
Address:	<i>location to be permitted</i>		
Anticipated number of attendees at any given time:	<i>2000</i>		

SELECT THE TYPE OF 24-HOUR PERMIT. Refer to Application Packet for details about each permit type.

☐ CATERING PERMIT - allow 3 days for processing \$20.00 per day For the sale or serving of alcoholic product which was purchased from the retail or resort liquor license holder who authorized this permit application.	This permit must be agreed to and authorized by a current retail or resort liquor license holder. Name of Retail or Resort Liquor License Holder: _____ Authorized Signature: _____ Print Name: _____
☒ MALT BEVERAGE PERMIT - allow 21 days for processing \$50.00 per day For the sale or serving of only malt beverages.	Applicant must submit proof of current alcohol server education training with this application.
☐ MALT BEVERAGE PERMIT FOR A MICROBREWERY - allow 21 days for processing \$50.00 per day For the sale or serving of only the microbrewery's own brewed malt beverage product away from their licensed premises.	Permitted Microbrewery Only Applicant must submit proof of current alcohol server education training with this application. Authorized Signature: _____ Print Name: _____
☐ MANUFACTURER'S OFF-PREMISES PERMIT - allow 21 days for processing \$50.00 per day For the sale or serving of only the manufacturer's own Wyoming manufactured product away from their licensed premises.	Licensed Manufacturer Only Authorized Signature: _____ Print Name: _____

All permit holders are responsible for abiding by all applicable alcohol dispensing regulations. These regulations include, but are not limited to:

- Confirm age of participants by checking identification; ensure minors are not served alcohol.
- Complimentary alcohol is not available for self-service.
- Control pouring to curb overserving individuals.
- Prohibit participants from leaving the permitted location with alcohol.
- Non-alcoholic beverage options are encouraged.

By filing this application, I agree to comply with State and Local Liquor Regulations regarding the sale and service of alcoholic beverages.

Lisa Wilson
Applicant's signature

4-11-22
Date

38 Events Total

A TRADITION FOR OVER 100 YEARS

RODEO STARTS
AT 8 P.M.

Jackson HOLE RODEO

LOCATED AT THE BASE OF SNOW KING

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

May 2022

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

June 2022

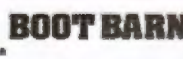
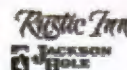
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31	Teton County Fair All Week					

July 2022

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

August 2022

YETI Finals on Aug. 31st & Sept. 3rd
Shriner's Rodeos on Sept. 7th & 10th



COVERED & UNCOVERED GENERAL ADMISSION SEATING AVAILABLE

KIDS 2 AND UNDER FREE
TICKETS AVAILABLE ONLINE ONLY
FULL CONCESSION STAND AVAILABLE

(307) 733-7927
JHRODEO.COM





CERTIFIED
eTIPS On Premise 3.0 Wyoming
Issued: 5/13/2021 Expires: 5/13/2024
ID#: 5469565

Lisa J Wilson
Jackson Hole Rodeo
7785 Cowboy Way
Jackson, WY 83001-8948

For service visit us online at www.gettips.com

STAFF REPORT



Meeting Date:	May 2, 2022	Meeting Title:	Council Regular Meeting
Submitting Department:	Planning Department	Presenter:	Paul Anthony
Agenda Item:	P22-077 TEMPORARY SIGN PERMIT Juggernauts Roller Derby	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.

The Jackson Hole Juggernauts have requested to display one temporary banner under Section 5.6.1.C.4.c of the LDRs to advertise the Juggernauts Roller Derby Bout (see attached for 12' x 5' vinyl).

- 105 Buffalo Way – Albertson's during:
 - May 8-15, 2022
 - June 5-12, 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 site shall be granted by the property owner.
2. The sign shall not be located on the sidewalks or in the public right of way.
3. The sign is approved for the following location:
 - 105 Buffalo Way, Albertson's during:
 - May 8-15, 2022
 - June 5-12, 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 (P22-077) for the Jackson Hole Juggernauts Roller Derby Bout, including the three conditions of approval recommended by the Planning Director in this staff report dated May 2, 2022.

Sign is 12ft x 5ft and made out of vinyl.
We have had this banner at this location in the past.





ROLLER DERBY BOUJ
AT SNOW KILG
THIS SATURDAY
AT 7PM



STAFF REPORT



Meeting Date:	May 2, 2022	Meeting Title:	Regular Town Council
Submitting Department:	Joint Affordable Housing	Presenter:	Kristi Malone
Agenda Item:	Consideration of Special Restriction for Workforce Rental Housing at 10 E Simpson Ave	Public Comment:	No

Purpose & Policy Considerations.

The Town Council ("Council") will consider a Workforce Rental Special Restriction ("Special Restriction") at 10 E Simpson Avenue. This deed restriction satisfies the housing requirement for on-site use of the Workforce Housing Floor Area Bonus tool (LDR Sec. 7.8.4).

Requested Action.

Approval of the Special Restriction and authorization of Mayor Morton-Levinson to sign the Special Restriction.

Recommendations.

Staff recommends approval of the deed restriction. It is the standard Workforce Rental template.

Background.

Recent redevelopment of this site used the Workforce Housing Floor Area Bonus tool to produce additional unrestricted housing units in exchange for Workforce Restriction on one new housing unit. This restriction satisfies the condition of approval for the Final Plat (P22-048) at this site, which was approved by Town Council on April 18, 2022 and is awaiting recordation:

"One Workforce unit will need to have Special Restrictions recorded at time of recording Final Plat. The Special Restrictions used shall be the approved Workforce Ownership or Workforce Rental Restrictions. Tenants or Owner Occupied households will need to qualify pursuant to the Special Restrictions and the Housing Department Rules and Regulations. The CCRs for the development shall not conflict with the Special Restrictions. The Housing Department will work with the owner to draft and record the Special Restrictions. The owner is responsible for payment of recording fees."

Analysis.

Production of required affordable workforce housing on the project site is the preferred method per the Town of Jackson Land Development Regulations for meeting the standards of Division 6.3 Affordable Workforce Housing. Recordation of an approved standardized deed restriction ensures that the unit functions as workforce housing in perpetuity under compliance authority of the Housing Department.

Comprehensive Plan & Priority Alignment.

This item is in alignment with Section 5 of the Comprehensive Plan by providing workforce housing (Principle 5.1), strategically locating a variety of housing types (Principle 5.2), reducing the shortage of housing affordable to the workforce (Principle 5.3), and using a balanced set of tools to meet our housing goal (Principle 5.4)

Fiscal Impact.

N/A

Staff Impact.

Housing Staff spent approximately 6 hours on this item.

Attachments or Links.

Special Restriction for Workforce Rental Housing Located at 10 E. Simpson Avenue

Suggested Motion. I move to approve the Special Restriction for Workforce Rental Housing located at 10 E. Simpson Avenue as presented in the attachment to this staff report.

**Special Restrictions
for Workforce Condominium Rental Housing
Located at 10 E. Simpson Ave., Town of Jackson, Wyoming**

These Special Restrictions for Workforce Rental Housing, ("Special Restrictions"), are made this _____ day of _____, 2022 (the "Effective Date"), by the undersigned Owner ("Owner") and Town of Jackson, Wyoming.

RECITALS:

WHEREAS, Owner holds fee ownership interest in that certain real property, located in the Town of Jackson, Wyoming, and more specifically described as follows:

Condominium Unit 1 B according to the Simpson Corner Condominiums Addition to the Town of Jackson, Teton County, Wyoming according to that Plat No. _____ recorded in the land records of Teton County, Wyoming on _____.

PIDN: _____

WHEREAS, as a condition of its approval for permit # B20-0378 ("Approval"), Owner was required to provide and restrict as follows:

Owner developed property addressed 10 E. Simpson Ave. (Lot 1, Blk. 7, Cache 2, Plat No. 109) using the Workforce Housing Floor Area Bonus per the standards of Town of Jackson Land Development Regulations Sec. 7.8.4., This development generated the obligation to provide one Workforce Housing unit in accordance with Approval. Owner is restricting:

- *Condominium Unit 1 B, a studio residential condominium unit with one bedroom. (the "Residential Unit").*

WHEREAS, the Jackson Town Council and Teton County Board of County Commissioners resolved to form the Jackson/Teton County Housing Authority, a duly constituted housing authority pursuant to W.S. §15-10-116, as amended, and its successors or assigns, known as the Jackson/Teton County Housing Authority ("JTCHA");

WHEREAS, the Jackson Town Council and Teton County Board of County Commissioners further resolved to create the Jackson/Teton County Affordable Housing Department ("Housing Department") who are employees of Teton County and agents acting on behalf of the JTCHA, empowered to enforce this Special Restriction;

WHEREAS, in furtherance of the goals, objectives, requirements and conditions of Approval, and consistent with the Town of Jackson's goal of providing decent, safe and sanitary housing to qualified employees working in Teton County, Wyoming, Owner agrees to restrict the use and occupancy of the Residential Unit to a "Qualified Household," which meets employment, income and asset rental qualifications as set forth herein and as further defined in the Jackson/Teton County Housing Department Rules and Regulations

("Rules and Regulations");

WHEREAS, Owner desires to adopt these Special Restrictions and declare that the Residential Unit shall be held, sold, and conveyed in perpetuity subject to these Special Restrictions, which Special Restrictions shall be in addition to all other covenants, conditions or restrictions of record affecting the Residential Unit, and shall be enforceable by Housing Department and the Town of Jackson, Wyoming.

RESTRICTIONS:

NOW THEREFORE, in satisfaction of the conditions in the Approval, and in consideration of such Approval and further consideration of the foregoing Recitals, which are by this reference incorporated herein, Owner hereby declares, covenants and agrees for itself and each and every person acquiring ownership of the Residential Unit, shall be owned, used, occupied, developed, transferred and conveyed subject to the following Special Restrictions in perpetuity.

SECTION 1. JACKSON/TETON COUNTY HOUSING DEPARTMENT RULES AND REGULATIONS.

References made herein to the "Rules and Regulations" are references to the written policies, procedures and guidelines of the Housing Department, as the same may be amended, modified, or updated from time to time and which policies, procedures, and guidelines are on file with the Housing Department or otherwise with the Town of Jackson, Wyoming, or if there are no such written policies, procedures or guidelines (or a written policy, procedure or guideline with respect to a specific matter) then the reference shall be to the current applied policy or policies of the Housing Department or its successor. Procedural and administrative matters not otherwise addressed in these Special Restrictions shall be as set forth in the Rules and Regulations.

SECTION 2. RESTRICTIONS ON OCCUPATION AND USE OF RESIDENTIAL UNIT. In addition to any restrictions included in the current Housing Rules and Regulations, occupancy and use of the Residential Unit shall be restricted as follows:

- A. Qualified Household. The rental, use and occupancy of the Residential Unit shall be limited to natural persons who meet the definition of a Qualified Household for Workforce Housing, as set forth below ("Qualified Household").
 - 1. Employment Requirement. At least one (1) member of the Qualified Household must maintain an average of thirty (30) hours per week employment on an annual basis, or a minimum of one thousand five hundred and sixty hours (1,560) per year, for a local business.

A.) A local business means (1) a business physically located within Teton County, Wyoming, holding a business license with the Town of Jackson, Wyoming or one that can provide other verification of business status physically located in Teton County, Wyoming, and (2) the business serves clients or customers who are physically located in Teton County, Wyoming, and (3) the employees/owners must work in Teton County, Wyoming to perform their job.

Or

B.) A business physically located in Teton County Wyoming who employs two or more Qualified Employees, which qualified employees must work in Teton County Wyoming to perform their job.

2. Income Requirement. The entire Qualified Household must earn at least seventy-five percent (75%) of the Household's income from a local business, as defined above.
3. No Teton County Residential Real Estate. No member of the Qualified Household may own or have any interest (whether individually, in trust, or through an entity including without limitation a partnership, limited partnership, limited liability company, corporation, association, or the like) in whole or in part in any other residential real estate within fifty (50) miles of Teton County, Wyoming at any time during occupancy of the Residential Unit.
4. Initial Determination by the Owner. Owner shall require each prospective renter of a Residential Unit to provide information sufficient to show eligibility as a Qualified Household under the Workforce Housing Program pursuant to the requirements of this restriction and the Housing Rules and Regulations. The determination shall be based upon written applications, representations, information and verifications, including *at a minimum*, a W-2 for each adult renter or other IRS filing showing source of earnings, a signed and sworn statement regarding ownership of other real estate and a list of current employer(s), hours worked as well as contact information for each employer(s) and other such information reasonably requested by the Housing Department to verify and substantiate as a Qualified Household.
5. Continuing Obligation to Remain a Qualified Household. The occupants of the Residential Unit shall satisfy the definition of a Qualified Household at all times during the occupancy of the Residential Unit.
6. Occupancy. Each Residential Unit shall be occupied as the Qualified Household's sole and exclusive primary residence, and each tenant of a Residential Unit shall physically reside therein on a fulltime basis, at least eighty percent (80%) of the term of the lease. Except for permitted guests, no persons other than the members of the Qualified Household may occupy the Residential Unit.
7. Reporting Requirement – Housing Department Determination. Owner shall, by January 31 of each year, provide to the Housing Department a summary of the eligibility verification information contained above for each occupant of a Residential Unit as set forth on the Housing Department Template that will be provided to Owner. Upon written request by the Housing Department for supporting documentation, Owner shall provide the same within fifteen (15) business days of receipt of such written request. Additionally, Owner shall, by January 31 of each year, provide the Housing Department with its most current lease form for Residential Units. Each Residential Unit Lease must state, and it is a material consideration of this restriction, that the Housing Department has the ultimate and final authority to determine eligibility of households renting Residential Units. If the Housing Department, upon review of supporting documentation determines that an occupant of a Residential Unit does not qualify as a Qualified Household, the Housing

Department shall have the authority to require the Owner to terminate the lease between Owner and the occupant of a Residential Unit pursuant to Sections 4 & 5 below.

- B. No Legal Action. No Owner of the Residential Unit, prospective purchaser of the Residential Unit, Tenant, renter or occupant, or other party shall have the right to sue or bring other legal process against the Town of Jackson, Wyoming or the Housing Department, or any person affiliated with the Town of Jackson, Wyoming or the Housing Department arising out of these Special Restrictions, and neither shall the Town of Jackson or the Housing Department have any liability to any person aggrieved by the decision of the Town of Jackson Wyoming or the Housing Department regarding qualification of a Qualified Household or any other matter relating to these Special Restrictions.
- C. Household Composition. Only members of the Qualified Household may occupy a Residential Unit, except that Owner may restrict who may reside in a Residential Unit, provided that such owner-restriction does not violate federal or state fair housing laws. Notwithstanding the foregoing, occupancy of the Residential Unit shall be in compliance with any and all building codes (or other relevant law, code, statute, ordinance or the like) regarding maximum occupancy standards or limitations.
- D. Written Lease Requirement. Occupancy of the Residential Unit shall be pursuant to a written lease, the form of which may be approved by Housing Department as it may require. Owner of the Residential Unit shall obtain written verification of income, asset ownership, and employment in Teton County, Wyoming for each Qualified Household proposing to rent the Residential Unit prior to such Household's occupancy, and upon each extension or renewal of any lease therefore.
- E. Rental Term. The Residential Unit shall be offered for rent in periods of not less than six (6) months.
- F. Rental Rate: Owner shall set the rent. There is no cap on rent or rent appreciation.
- G. Rental Unit: Except as provided herein, the Residential Unit shall remain a rental unit for Qualified Households.
- H. Guests. No persons other than those comprising the Qualified Household shall be permitted to occupy the Residential Unit for periods in excess of ten percent (10%) of the Rental Term in cumulative days per calendar year
- I. Vacancies. The Residential Unit may be vacant intermittently between tenancies to allow for proper advertisement and verification for Qualified Households and reasonable maintenance. However, a Residential Unit shall not be vacant for a period greater than sixty (60) days, unless authorized by the Housing Department. If any Residential Unit remains vacant for more than sixty (60) days without approval, the Housing Department has the right, but not the obligation, to identify a Qualified Household to rent the Residential Unit.
- J. Business Activity. No business activities shall occur in a Residential Unit, other than a home occupation use that is allowed by applicable zoning and properly permitted.

- K. Compliance with Laws, Declaration. The Residential Unit shall be occupied in full compliance with these Special Restrictions and the Rules and Regulations, along with all laws, statutes, codes, rules, or regulations, covenants, conditions and restrictions, and all supplements and amendments thereto, and any other rules and regulations of any applicable homeowner's association, as the same may be adopted from time to time.
- L. Insurance. Owner shall keep the Residential Unit continuously insured against physical loss for the full replacement value of the Residential Unit.
- M. Maintenance. Owner shall be responsible for the cost and expense to keep and maintain the interior of the Residential Unit and all other aspects of the Residential Unit not otherwise maintained by a homeowner's association in a safe, decent and sanitary condition. In the event Owner fails to maintain the Residential Unit in a safe, decent and sanitary condition and such condition continues for fourteen (14) days after notice from the Housing Department, the Housing Department shall have the right but not the obligation to enter the Residential Unit and repair such condition and Owner shall reimburse Housing Department for such reasonable repair costs. Payment to Housing Department from Owner shall be due upon receipt of invoice.
- N. Periodic Reporting, Inspection. In order to confirm compliance with these Special Restrictions, each owner shall comply, and cause its tenants to comply, with any reporting or inspection requirements as set forth herein and as may be required by the Housing Department from time to time. Upon reasonable notice to owner, the Housing Department shall have the right to inspect the Residential Unit from time to time to determine compliance with these Special Restrictions and to review the written records required to be maintained by Owner. Owner shall maintain such records for a period of two (2) years.
- O. Preference. Owner may give first-priority to rent the Residential Unit to Qualified Households of which a member of the Household is an employee of Owner. In the event there are no persons directly employed by Owner to whom Owner desires to rent the Residential Unit, then Owner may rent to any Qualified Household.

SECTION 3. SALE OF THE RESIDENTIAL UNIT. The Residential Unit may be bought and sold as Owner may determine except that all reporting and record-keeping required herein shall be continuous and any new owner shall obtain the required records from the prior owner. Any such conveyance of a Residential Unit shall be subject to these Special Restrictions. Not less than ten (10) days prior to the closing of the sale or other transfer of the Residential Unit, Owner shall notify the Housing Department of the pending sale or transfer and, prior to closing, provide the Housing Department with contact information (including without limitation, mailing address, phone number and email) for the new owner.

SECTION 4. DEFAULT. Subject to the notice and cure provisions, if any, of the Housing Department Rules and Regulations, each of the following shall be considered a default ("Default"):

- A. A violation of any term of these Special Restrictions, the Rules and Regulations, the Declaration, or any laws affecting a Residential Unit.
- B. A violation of any term of these Special Restrictions or any laws affecting the Residential Unit.
- C. Vacancy of a Residential Unit for more than sixty (60) days continuously.

- D. Fraud or misrepresentation by Owner and/or occupant in the provision of an application, reporting requirement, inspection requirement or any other informational requirement to the Housing Department.
- E. If the Residential Unit is taken by execution or by other process of law, or if Owner is judicially insolvent according to law, or if any assignment is made of the property of Owner for the benefit of creditors, or if a receiver, trustee or other similar officer is appointed to take charge of any substantial part of the Residential Unit, or Owner's property by a court of competent jurisdiction.

In the event the Housing Department believes there to be a Default, the Housing Manager, or a Designee of the Housing Department, shall send written notice to Owner of such violation, the required action to cure and the timing for such cure. If Owner disputes the Housing Department's decision, Owner shall proceed in accordance with the Rules and Regulations.

SECTION 5. DEFAULT REMEDIES. Subject to the notice and cure provisions, if any, of the Housing Department Rules and Regulations, in addition to any other remedies the Housing Department may have at law or equity, in the event of a Default, after notice and opportunity to cure as set forth in the preceding section, the Housing Department's remedies shall include, without limitation, as an exercise of its regulatory authority, the following:

- A. Specific Performance. The Housing Department shall have the right of specific performance of these Special Restrictions and the Rules and Regulations, and the right to obtain from any court of competent jurisdiction a temporary restraining order, preliminary injunction and permanent injunction to obtain such performance.
- B. Equitable Relief. In addition to subsection A, any equitable relief provided for herein may be sought singly or in combination with such other remedies as the Housing Department may be entitled to, either pursuant to these Special Restrictions or any other action authorized under the laws of the State of Wyoming.
- C. Revocation. The Housing Department may, for purposes of enforcing these Special Restrictions or the Rules and Regulations, revoke or seek revocation of the rights to use or occupy the Residential Unit.
- D. Enforcement. The Housing Department may, for purposes of enforcing these Special Restrictions or the Rules and Regulations, seek enforcement through the Town or County Land Development Regulations, including but not limited to Division 8.9 Enforcement.

SECTION 6. TERMINATION, AMENDMENT AND CORRECTION OF SPECIAL RESTRICTIONS.

- A. Termination. These Special Restrictions may be terminated after a determination by the Town of Jackson Wyoming that these Special Restrictions are no longer consistent with the Town of Jackson's goals for workforce housing.
- B. Amendment. These Special Restrictions may be amended by a signed, written amendment executed by the Parties hereto and recorded in the Teton County Clerk's Office against the title

to the Residential Unit, in whole or in part, with the written consent of Owner of the Residential Unit and the Town of Jackson, Wyoming.

- C. Correction. The Housing Department may unilaterally correct these Special Restrictions to address scrivener's errors, erroneous legal descriptions or typographical errors.

SECTION 7. SPECIAL RESTRICTIONS AS COVENANT. These Special Restrictions shall constitute covenants running with the Residential Unit, as a burden thereon, and shall be binding on all parties having any right, title, or interest in the Residential Unit, or any part thereof, their heirs, devisees, successors and assigns, and shall inure to the benefit of and shall be enforceable by the Housing Department and the Town of Jackson, Wyoming. Where these Special Restrictions are silent, the Housing Rules and Regulations govern. These Special Restrictions shall be prior and superior to any mortgage or lien interest encumbering the Residential Unit.

SECTION 8. NOTICES. All notices required to be served upon the parties to this Special Restriction shall be transmitted by one of the following methods: hand delivery; prepaid overnight courier; or by postage paid certified mail, return receipt requested, at the address set forth below for said party; or at such other address as one party notifies the other in writing pursuant to this paragraph. Notice shall be effective when hand delivered, one (1) day after being deposited with an overnight courier or five (5) business days after being placed in the mail. Either party may change its address and/or owner and/or other contact information in the manner provided for giving notice.

To Housing Department

Jackson/Teton County Affordable Housing Department
P.O. Box 714
Jackson, WY 83001

With a Copy to:

Town of Jackson.
P.O. Box 1687
Jackson, WY 83001.

To Owner:

William P. Schwartz and Cheryl Ranck Schwartz
P.O. Box 4145
Jackson, Wyoming 83001

SECTION 9. ATTORNEY'S FEES. In the event any party shall be required to retain counsel and file suit for the purpose of enforcing the terms and conditions of these Special Restrictions, the prevailing party shall be entitled to recover, in addition to any other relief recovered, a reasonable sum as determined by the court for attorney's fees and costs of litigation.

SECTION 10. CHOICE OF LAW, FORUM. These Special Restrictions and each and every related document, are to be governed by and construed in accordance with the laws of the State of Wyoming. The parties agree that the appropriate court in Teton County, Wyoming and/or the Ninth Judicial District for the State of Wyoming shall have sole and exclusive jurisdiction over any dispute, claim, or controversy which may arise involving these Special Restrictions or its subject matter. Owner by accepting a deed for the Residential Unit hereby submits to the personal jurisdiction of any such court in any action or proceeding arising out of

or relating to this Special Restrictions.

SECTION 11. SEVERABILITY. Each provision of these Special Restrictions and any other related document shall be interpreted in such a manner as to be valid under applicable law; but, if any provision, or any portion thereof, of any of the foregoing shall be invalid or prohibited under said applicable law, such provision shall be deemed modified to the extent necessary and possible to render it valid and enforceable, or if such modification is not possible, such provision shall be ineffective to the extent of such invalidity or prohibition without invalidating the remaining provision(s) of such document.

SECTION 12. SECTION HEADINGS. Paragraph or section headings within these Special Restrictions are inserted solely for convenience or reference, and are not intended to, and shall not govern, limit or aid in the construction of any terms or provisions contained herein.

SECTION 13. WAIVER. No claim of waiver, consent or acquiescence with respect to any provision of these Special Restrictions shall be valid against any party hereto except on the basis of a written instrument executed by the parties to these Special Restrictions. However, the party for whose benefit a condition is inserted herein shall have the unilateral right to waive such condition.

SECTION 14. INDEMNIFICATION. Owner shall indemnify, defend, and hold, the Housing Department and the Town of Jackson and its directors, officers, agents and employees harmless against any and all loss, liability, claim, or cost (including reasonable attorneys' fees and expenses) for damage or injury to persons or property from any cause whatsoever on or about the Residential Unit, or for an owner's breach of any provision of these Special Restrictions. Owner waives any and all such claims against the Housing Department and Town of Jackson.

SECTION 15. SUCCESSORS AND ASSIGNS. These Special Restrictions shall be binding upon, and inure to the benefit of, the parties hereto and their respective successors, heirs, devisees, administrators and assigns.

SECTION 16. GOVERNMENTAL IMMUNITY. Neither the Town of Jackson, JTCHA, nor the Housing Department waive governmental immunity by executing these Special Restrictions and specifically retain immunity and all defenses available to them as sovereigns pursuant to Wyo. Stat. Ann. § 1-39-104(a) and any other applicable law.

IN WITNESS WHEREOF, the undersigned have executed this instrument as of the Effective Date.

Owner:

William P. Schwartz & Cheryl Ranck Schwartz, husband and wife

William P. Schwartz

Cheryl Ranck Schwartz

STATE OF WYOMING)
) ss.
COUNTY OF TETON)

On this _____ day of _____, 2022, before me, the undersigned Notary Public, personally appeared William P. Schwartz and Cheryl Ranck Schwartz, husband and wife, and known to me, or proven by satisfactory evidence, to be the persons that executed the foregoing instrument and acknowledged said instrument.

[SEAL]

Notary Public

Town of Jackson:

Hailey Morton Levison, Mayor

ATTEST:

Riley Taylor, Town Clerk

STATE OF WYOMING)
) ss.
COUNTY OF TETON)

On the _____ day of _____, 2022, the foregoing instrument was acknowledged before me by Hailey Morton Levinson, Mayor of the Town of Jackson, Wyoming.

Witness my hand and official seal.(Seal)

Notary Public
My commission expires:

JACKSON/TETON COUNTY AFFORDABLE HOUSING DEPARTMENT:

Stacy Stoker, Housing Manager

STATE OF WYOMING)
) ss.
COUNTY OF TETON)

On the _____ day of _____, 2022, the foregoing instrument was acknowledged before me by Stacy Stoker as Housing Manager of the Jackson/Teton County Affordable Housing Department.

Witness my hand and official seal.

(Seal)

Notary Public
My commission expires:

STAFF REPORT



Meeting Date:	May 2, 2022	Meeting Title:	Consent
Submitting Department:	Legal	Presenter:	Lea Colasuonno
Agenda Item:	Snow King Center Lease Agreement: Girl Scouts	Public Comment:	Yes

Purpose & Policy Considerations.

The purpose of this item is for Council to review a draft lease with the Girl Scouts of Montana and Wyoming ("Girl Scouts") for space in the Snow King Center and consider approving it.

Requested Action.

Staff requests Council review the draft lease and consider approving it.

Recommendations.

Staff recommends approving the lease as drafted.

Background.

The Girl Scouts currently use a 414 square foot room in the Snow King Center. They would like to continue to use the space and thus seek to enter a lease with the Town to do so.

Analysis.

Staff and the Girl Scouts have agreed to the same lease (with minor changes) as that entered into by the other three tenants of the Snow King Center (Snow King Mountain Resort, CMI, Inc., and Jackson Hole Ski and Snowboard Club).

Possible Alternatives.

Council could elect to:

- Lease the Snow King Center to the Girl Scouts on different terms and conditions
- Not to lease the Snow King Center to the Girl Scouts.

Comprehensive Plan & Priority Alignment.

Chapter 8 - Quality Community Service Provision calls for "Timely, efficient and safe delivery of quality services and facilities in a fiscally responsible and coordinated manner."

Fiscal Impact.

The lease to the Girl Scouts is at a rate of \$100 per month, for a total of \$1200 per year.

Staff Impact.

This item: This item required, approximately, 2 hours of time from the Legal Department.

Ongoing Facility Maintenance: Maintaining the Snow King Center facility requires, approximately, 120 hours of staff time throughout the year.

Attachments or Links.

Draft Lease Agreement with the Girl Scouts.

Suggested Motion.

I move to approve the lease agreement between the Town and the Girl Scouts as presented in the attachment to this staff report and authorize the Mayor to execute the contract on behalf of the Town of Jackson subject to minor corrections by staff.

**COMMERCIAL LEASE AGREEMENT BETWEEN THE TOWN OF JACKSON AND GIRL SCOUTS OF
MONTANA AND WYOMING**

This Commercial Lease Agreement ("**Lease**") is made and entered into by and between the Town of Jackson, a municipal corporation of the State of Wyoming, 150 E. Pearl Avenue / P.O. Box 1687, Jackson, Wyoming 83001 ("**Town**" or "**Landlord**") and Girl Scouts of Montana and Wyoming, a Montana non-profit organization, of 2303 Grand Avenue, Billings, Montana 59102 ("**Tenant**") (collectively "**Parties**").

RECITALS

WHEREAS, Town is the owner of that certain parcel of real property and improvements described generally as the Snow King Center (to include the Ice Arena and Ski Shelter), as more particularly described as PT. NW1/4SW1/4 SEC. 34, TWP. 41, RNG. 116; as shown on Map of Survey T-71B (hereinafter "**Property**") and the building located thereon ("**Building**" or "**Snow King Center**"); and

WHEREAS, the Town finds it to be in the public interest to provide ski shelter use and services for the public benefit; and

WHEREAS, the Parties agree that any other leases between the Parties concerning this property are revoked and are superseded by this document; and

WHEREAS, the Parties hereto desire to enter into a written lease agreement providing terms, covenants and conditions for the use and occupancy of a portion of the Property and certain areas appurtenant thereto, all as more particularly described below.

NOW, THEREFORE, in consideration of the mutual covenants, agreements and undertakings and benefits to the Parties, herein set forth to be kept and performed by the Parties hereto, the Parties agree as follows:

1. Lease:

- a. Leased Premises. Landlord agrees to lease to Tenant, and Tenant agrees to lease from Landlord, a portion of the Property as follows: All areas of the Building shaded in blue in Exhibit A, attached hereto and made a part hereof by this reference, ("**Leased Premises**"), which amount to a total of, approximately, 7, 962 square feet of space.
- b. Common Areas. The i) driveways, parking areas, and sidewalks on the Property; ii) the interior hallway linking the Ice Arena and Ski Shelter portions of the Building; and iii) the hallways, all as shown on Exhibit A and shade pink, are common areas ("**Common Areas**"). The Common Areas are subject to Town's exclusive control at all times. Tenant acknowledges that the Common Areas are made available by the Town for use in common by all lessees of the Building and the public and may be co-used by Tenant, other lessees of the Building, and the public. Tenant may use and access the Common Areas only to the extent that its use does not interfere with the use thereof by any other lessee or the public. Landlord may, at Landlord's sole option, reduce the amount of Common Area available for use by the Tenant.
- c. Other Areas. All areas shown on Exhibit A that are not shaded blue nor pink are not part of the Leased Premises and not part of the Common Area, and thus Tenant has no access, use, or occupancy rights.

2. **Use**. Use of the Leased Premises and Common Areas is limited to sports and recreational activities appurtenant to Tenant's provision of recreational activities comprising Tenant's operation of Snow King

Resort.

3. Term of Lease.

- a. Primary Term: The Primary Term of this Lease shall be for 3 years, and shall commence on April 1, 2022, and shall terminate on March 31, 2025 ("**Expiration**"), unless sooner terminated as provided herein.
- b. Extended Terms: Tenant is granted the option to extend the Primary Term of this Lease for two (2) additional three (3) year periods (each an "**Extended Term**"). Tenant's option to extend shall be exercised automatically unless Tenant gives written notice to Landlord that Tenant will not extend this Lease at least ninety (90) days prior to the expiration of the Primary Term or applicable Extended Term. Tenant's right to exercise this option is conditioned upon the following:
 - i. Tenant shall not be in default of any of its obligations under this Lease at the time the option is exercised; and
 - ii. Tenant shall be current in the payment of Rent at the time the option is exercised.

4. Rent and Payment.

- a. Rent: Tenant agrees to pay Landlord the sum of Twelve Hundred Dollars (\$1200.00) per year and will remit One Hundred Dollars (\$100.00) per month as Rent paid on or before the 1st day of each month of each year during the Primary Term and each Extended Term hereof.
- b. Rent Adjustment: On each anniversary of the Execution Date during the Primary Term and any Extended Term hereof the amount of Rent payable hereunder shall be increased by the annual Wyoming Cost of Living Index (WCLI) for Teton County as provided by the State of Wyoming, Economic Analysis Division.
- c. Prorated Rent: Rent for any period during the term hereof which is less than one (1) year shall be prorated based on a 365-day year.
- d. Payment: Rent Payments shall be made payable to the Town of Jackson, Wyoming, P.O. Box 1687, Jackson, Wyoming 83001 until directed otherwise.

5. **Late Rent Charges.** In the event any monthly rent payment is not paid within ten (10) days following the due date, a late charge of five percent (5%) of the monthly rent shall be paid by Tenant. Thereafter, said late rent payment shall automatically accrue interest at an interest rate of eighteen percent (18%), which accrual of interest shall continue until the rent payment, together with accrued interest is paid. Such interest shall begin to accrue automatically on all delinquent rent payments not paid within the ten (10) day grace period described above and shall be payable on demand without further notice to Tenant.

6. Operating Standards. Tenant shall:

- a. Comply with all laws, orders, regulations, rules, ordinances, and covenants of any state or federal statute or local ordinance or regulation applicable to Tenant and/ or its use of the Leased Premises and Common Areas.
- b. Give to Landlord prompt written notice of any accident, fire, or damage occurring on or to the Leased Premises or Common Areas.
- c. Keep the Leased Premises sufficiently heated to prevent freezing of pipes, waterlines, and fixtures.
- d. Operate the Leased Premises and Common Areas at a high standard of quality, cleanliness, and professional appearance commensurate with the standards maintained by hospitality properties located in the Town of Jackson. Tenant shall keep building supplies and maintenance materials properly stored and out of public view and shall not allow the same to accumulate outside of

proper storage areas.

- e. Comply with all reasonable rules and regulations that may be established, from time to time, by Landlord.
 - f. Strictly comply with the terms and conditions herein, recognizing that the Leased Premises, Common Areas, the Building, the Property, and all adjacent access areas are an integrated part of a single building which comprises the Snow King Center that is leased to multiple tenant's and used by the public and, as such, a failure by Tenant to comply with the terms and conditions herein will have a detrimental impact on all users and other tenants of the Snow King Center.
7. **Prohibitions on Use of the Leased Premises.**
- a. Events involved with the use, handling, mixing or liberation of combustible/ flammable liquids, vapors or gases, fireworks, explosive materials or any other use defined by the Uniform Fire Code as a Hazardous/Extra Hazardous use are expressly prohibited.
 - b. Tenant shall not use and allow the use of the Leased Premises for any purposes or activities prohibited by the laws, regulations, or ordinances of the United States, State of Wyoming, Teton County, or the Town of Jackson.
 - c. Tenant shall not do or allow to be done anything objectionable to the fire insurance companies, whereby fire insurance or any other insurance now in force or hereafter to be placed on the Leased Premises or any part thereof shall become void or suspended, or be rated as a more hazardous risk than at the date when Tenant receives possession hereunder. In the event of breach of this covenant, in addition to all other remedies of Landlord, Tenant shall pay Landlord as additional rent any increase in insurance premiums.
 - d. Tenant shall not use or allow the use of the Leased Premises nor the Common Areas for the storage, manufacture, selling or distribution of any dangerous, noxious, or hazardous substance.
8. **Alcohol Sales and Service.** Tenant shall have the right, so long as Tenant has a valid permit from the Town of Jackson, to sell alcoholic and/or malt liquor in specific locations from within and upon the Leased Premises in accordance with any and all conditions applicable to said license, and must adhere to all applicable laws of the State of Wyoming and ordinances of the Town of Jackson as they may exist now or in the future.

Tenant and Landlord agree the below conditions on the serving of alcohol in the Leased Premises enable minors to frequent the Leased Premises and Tenant agrees to the following restrictions associated with the dispensing of liquor:

- a. The licensee will not be allowed to sell package liquor to the public for off premises consumption.
 - b. During standard operating functions the applicant will be allowed to sell beer and wine only.
 - c. Full liquor service may be allowed at banquets, parties, conventions, exhibitions, conferences, concerts, or special events only.
 - d. The Tenant shall not operate the Leased Premises as a bar or lounge at any time.
9. **Acceptance of the Leased Premises.** Taking possession of the Leased Premises by Tenant shall be conclusive evidence against the Tenant that such Premises are (subject to certain exceptions described below) in good and satisfactory condition when possession of same was taken, that Tenant has inspected the Leased Premises, and accepts the same in "as is" condition. Notwithstanding the foregoing, Landlord acknowledges that certain repairs are needed to the Leased Premises (including repairs to the Building's roof) which are addressed in more detail in paragraph 12 below.
10. **Taxes and Assessments.** Landlord shall pay all real estate taxes, real estate assessments, and any and all

other governmental charges, assessments, or taxes payable in respect to the Leased Premises or any part thereof during the term of this Lease. Tenant shall be liable for all taxes levied against its personal property, business operations, trade fixtures, and other property placed by Tenant in, on, or about the Leased Premises, and any other commercial activity undertaken by Tenant in, on, or about the Leased Premises.

11. Repair and Maintenance.

- a. Tenant acknowledges that it is accepting the Leased Premises in the condition described in paragraph 9 above. Tenant shall clean, sanitize, and maintain (including minor repairs such as touch-up painting and drywall repair, lightbulb replacement, etc.) all areas of the Leased Premises used by Tenant and the public including the entry and exit ways, offices, locker rooms, and bathrooms. All such areas shall be maintained by Tenant in a clean and orderly fashion. Tenant shall follow applicable building code relating to storage in the Leased Premises and shall ensure that all stored items are sufficiently set back from electrical panels as required by applicable code and in a manner that allows unimpeded ingress and egress in all areas of the Leased Premises and Snow King Center. Tenant shall perform all routine maintenance on the lighting for the Leased Premises and shall replace all burnt-out light bulbs.
- b. Landlord shall be responsible for repairing the Leased Premises furnace motors, fans and heating elements and/or replacing the furnaces, provided Landlord may delegate to Tenant the authority to schedule and supervise professional repair or replacement of the furnaces. Landlord shall be responsible for repairing the heating elements and/or replacing water heaters and plumbing for the Leased Premises, provided Landlord may delegate to Tenant the authority to schedule and supervise professional repair or replacement of the water heaters and other plumbing elements. Landlord shall repair and maintain the capital items serving the Property, including the roof, foundation, and structural portions of the Building (including walls and siding), air conditioning, plumbing, heating and electrical systems furnished by Landlord, unless such maintenance and repairs are caused in part or in whole by the act, neglect, fault, or omission of any duty by the Tenant, its agents, employees or invitees, in which case Tenant shall pay to Landlord the actual cost of such maintenance and repairs. Tenant shall give Landlord written notice of any required repairs or maintenance. Landlord acknowledges that the Building roof is leaking and in need a repair and shall undertake such repairs in a timely manner.
- c. If the Landlord determines, in its sole discretion, that the Leased Premises are not being properly maintained in the manner described in paragraph 13.a. above, it shall give notice to Tenant in writing to maintain the Leased Premises. The Tenant shall have forty-eight (48) hours in which to correct any minor deficiencies (small repairs or cleaning inadequacies) and thirty (30) days for larger repairs that were caused in part or in whole by the act, neglect, fault, or omission of any duty by the Tenant, its agents, employees or invitees. If the repairs and maintenance are not performed to Landlord's satisfaction within the required time period, Landlord may employ another person or entity to repair and/or maintain all or any part of the Premises and the Tenant shall be responsible for the payment of all expenses and costs related to said repair and maintenance, which if not paid, shall be deemed a default as provided herein.

- 12. Parking.** Tenant may not park any vehicle anywhere other than the parking lots in legally stiped and marked parking stalls. Tenant may not park any vehicle in the patio area on north side of the Building.

It is expressly understood by the parties that the parking lots associated with the Property are public parking lots. Landlord has the authority to prohibit parking that interferes with the safe and appropriate use of the Leased Premises or Property, and retains the right to sign and enforce parking regulations for public safety, access, and appropriate use. It is expressly understood by Tenant that violation(s) of the foregoing

restrictions by Tenant, its employees, agents, contractors, or the like will result in parking enforcement action(s), including citations and towing as necessary.

13. Alterations and Improvements.

- a. Landlord shall have the right at any time to enter the Leased Premises to inspect or to make such additions, repairs, or alterations as it may deem necessary or proper for the safety, improvement, or preservation of the Leased Premises. Tenant waives any claim for damages including loss of business resulting therefrom.
- b. Tenant shall make no alterations in or additions to the Leased Premises without first obtaining the express written consent of the Landlord and all additions or improvements made by Tenant shall be deemed a part of the Leased Premises and permanent structure thereon and shall remain upon and be surrendered with the Leased Premises at the termination of this Lease by lapse of time or otherwise.

14. Insurance.

- a. Tenant shall maintain, at its expense, fire and extended coverage insurance on all of its personal property, including trade fixture and on all additional and improvements made by Tenant not required to be insured by Landlord.
- b. Tenant shall, at Tenant's expense, maintain a policy or policies of comprehensive general liability insurance with the premiums thereof fully paid on or before due date, issued by and binding upon an insurance company with a Best Rating Guide A plus Class 15 Rating, such insurance to afford minimum portion of not less than a single limit for bodily injury and property damage of not less than One Million Dollars (\$1,000,000.00). The insurance policy shall name Landlord as an additional insured and shall cover all risks incident to Tenant's use of the Leased Premises and business in connection therewith.
- c. Tenant shall furnish and deposit with Landlord certificates of all such insurance policies to be maintained by Tenant with evidence of payment of the premiums thereon obtained at or prior to the commencement of the term of this Lease, and copies of all insurance policies obtained at any time thereafter during the term of this Lease. All such insurance policies, including such policies referred to immediately above, shall contain a clause or endorsement to the effect that they may not be terminated or materially amended during the term of this Lease except after fifteen (15) days written notice thereof to Landlord.

15. Assignment, Sublease and Mortgage by Tenant. Tenant may not, whether voluntarily or by operation of law nor whether in whole or in part, mortgage, pledge, hypothecate, deed in trust, sublet, grant a concession, collaterally or absolutely assign its interest in this Lease, the Leased Premises, or any interests or rights appurtenant to this Lease, otherwise encumber the leasehold estate or the Premises, or assign or pledge the same as security for any debt. Such shall be deemed to include any attempt by Tenant to make or permit any voluntary or involuntary, total or partial, sale, assignment, sublease, conveyance, mortgage, pledge, encumbrance, or other transfer of any or all of the leasehold estate. Any attempt to do so shall constitute a Default under this Lease.

16. Signs. No signs shall be placed at or upon the Leased Premises or Common Areas, except upon the prior written approval under this Lease and acquisition of all legally required permits from the Town of Jackson. Advertising within the Leased Premises shall not be subject to this paragraph 17 but shall be subject to the advertising policy described in paragraph 18 below.

17. Advertisements.

- a. Tenant is authorized to place and contract for others to place advertising within the Leased

Premises only as follows:

- i. Tenant shall comply with the Advertising Policy, attached here and made a part hereof by this reference, in Exhibit B.
- ii. Tenant is not authorized to place advertising outside the Leased Premises, the Common Areas, on the exterior of the Building, or anywhere else on the Property.

18. Damage or Destruction to Leased Premises.

- a. If the Leased Premises are damaged by fire, the elements, unavoidable accident or other casualty, without the fault or negligence of Tenant, or Tenant's employees, agents, visitors, licensees or invitees, and the Leased Premises are not thereby rendered untenable in whole or in part, Landlord shall have the right, at its expense, to cause such damage to be repaired, and the rent shall not be abated. If, by reason of such occurrence, the Leased Premises shall be rendered wholly untenable, Landlord shall have the right to cause such damage to be repaired and the rent, during such period of repair, shall be abated in whole. There shall be no extension of the term of this Lease by reason of such abatement. Notwithstanding the foregoing provisions, if the Leased Premises cannot be repaired within ninety (90) days from the date such damage occurs, Landlord and Tenant shall, at their option, have the right to declare the balance of the term of this Lease to be null and void.
 - b. If any such damage or destruction occurring to the Leased Premises, whether partial or complete, occurs as the result of the fault or any negligence of Tenant or Tenant's employees, agents, business invitees, or licensees the cost and expense of all repairs necessary to restore the condition of the Leased premises shall be borne exclusively by the Tenant and there shall not be apportionment nor abatement of rent during the term of this Lease.
- 19. Default by Tenant.** Tenant agrees to observe and perform the conditions and covenants set forth in this Lease. If Tenant shall fail to observe or perform any of the conditions or covenants and such default shall continue for more than Thirty (30) days after written notice of such default, or if the default is of such a nature that it cannot be cured within Thirty (30) days, than Ninety (90) days if cure is commenced promptly and diligently pursued to completion, it shall be lawful for Landlord, at its election, with or without previous notice, to terminate this Lease or to re-enter and repossess the Leased Premises without termination, with or without legal proceeding, using such force as may be necessary, and to remove therefrom any personal property belonging to Tenant without prejudice to any claim for rent or for breach of the covenants hereof, or without being guilty of any manner of trespass or forcible entry and detainer. The foregoing prescribed rights shall be non-exclusive and shall be in addition to any and all of the rights and remedies Landlord may have pursuant to governing law.
- 20. Payments After Termination.** No payments of money by Tenant to Landlord after the termination of this Lease, or in any manner after Landlord provides notice to Tenant or termination, shall reinstate, continue, or extend the term of this Lease or affect any notice given to Tenant prior to the payment of such money.
- 21. Abandonment of Leased Premises.** If Tenant shall abandon or vacate the Leased Premises before the end of the term of this Lease, or if Landlord re-enters the Leased Premises without termination, the Landlord may, at its option and without notice to Tenant, re-let the same, or any part thereof, as it may see fit, without thereby voiding or terminating this Lease, and, for the purpose of such re-letting, Landlord is authorized to make any repairs, changes, alterations or additions in or to the Leased Premises, as may, in the sole discretion of Landlord, be necessary or desirable for the purpose of such re-letting, and if a sufficient sum shall not be realized from such re-letting each month to equal the monthly rental under the provisions of this Lease, then Tenant agrees to pay such deficiency.
- 22. Surrender.** Upon termination of this Lease, the Tenant shall quit and surrender the premises in as good

condition and repair as it is at the date of commencement of this Lease, reasonable and wear and tear excepted, together with all alterations, interior decorations, additions and improvements that may have been made in, to, or upon the premises, including but not limited to carpeting, wall paneling and ceiling tiles, and excepting movable furniture and unattached movable trade fixtures. Tenant shall not have the right to remove removable light fixtures. All property and improvements of the Tenant not removed at the termination of this Lease shall be deemed abandoned by the Tenant.

23. **Holding Over.** Should the Tenant hold possession hereunder after the expiration of the Lease term, the Tenant shall become a Tenant on a month-to-month basis upon all the terms, covenants and conditions hereinspecified.
24. **Indemnification.** Tenant shall indemnify Landlord and save it harmless from and against any and all claims, actions, damages, liability and expense (including attorney's fees related thereto) in connection with loss of life, personal injury or damage to property occurring in, on or about, or arising out of the Leased Premises or the occupancy or use of the Leased Premises by the Tenant or agents, licensees, invitees, concessionaires, guests, contractors, customers, employees, etc. or occasioned wholly or in part by any act or omission of Tenant, its agents, licensees, business invitees, concessionaires, guests, contractors, customers, employees or subtenants, etc.
25. **Landlord's Access.** Tenant shall permit Landlord, or its representative, to inspect at any time the Leased Premises and to make improvements to the Leased Premises as Landlord may now or hereafter deem to be necessary and/or appropriate for the Leased Premises. All such improvements shall be done, so far as practicable, to avoid interference with Tenant's occupancy and use of the Leased Premises, provided that Tenant shall not be entitled to compensation for unavoidable interference with its occupancy and use.
26. **Notices.** Any notices required or permitted to be given or served by either party to the other shall be deemed to have been duly given upon mailing if sent by certified mail, postage prepaid, return receipt requested, to the respective addresses set forth below.

TENANT: Girls Scouts of Montana and Wyoming
 2303 Grand Avenue
 Billings, Montana 59102

LANDLORD: Town of Jackson
 Attn: Town Clerk
 P.O. Box 1687
 Jackson, Wyoming 83001

27. **General Provisions.**

- a. Entirety of Agreement. This Lease represents the entire and integrated agreement between the Parties and supersedes all prior negotiations, representations and agreements, whether written or oral.
- b. Severability. Should any portion of this Lease be judicially determined to be illegal or unenforceable, the remainder of this Lease shall continue in full force and effect, and either party may renegotiate the terms affected in the severance.
- c. Time is of the Essence: Time is of the essence of this Lease, and of each and every covenant, term, condition, and provision of this Lease.
- d. Waiver. No waiver or breach of any one or more of the conditions or covenants in this Lease by Landlord shall be deemed to imply or constitute a waiver of any succeeding or other breach hereunder.
- e. No Partnership. No partnership or joint venture is created by this Lease. The Landlord and Tenant

shall be construed to be that relationship of Landlord the Tenant only

- f. Amendment or Modification. Tenant acknowledges that it has not relied upon any statement, representation, agreement or warranty, except such as are expressly stated herein, and that no amendment, change or modification of this Lease shall be valid or binding unless expressed in writing and executed by both the Parties.
- g. Accord and Satisfaction. No payment by Tenant or receipt by Landlord of a lesser amount than the rent herein stipulated and no endorsement or statement on any check or any letter accompanying any check or payment as rent, will be deemed an accord and satisfaction, and Landlord may accept such check or payment without prejudice to Landlord's right to recover the balance of such rent or pursue any other remedy in this lease provided.
- h. Governing Law. This Lease and its provisions shall be construed and enforced in accordance with and pursuant to governing the laws of the State of Wyoming law. The Courts of the State of Wyoming shall have jurisdiction over any action arising out of this Lease and over the Parties, and the venue shall be in the Ninth Judicial District, State of Wyoming.
- i. Construction. The headings used in this Lease are for convenience only and are not to be used in its construction.
- j. Integration: The parties intend this statement of their agreement to constitute the complete, exclusive, and fully integrated statement of their agreement. As such, it is the sole expression of their agreement as to the matters set forth herein, and they are not bound by any other agreements of whatsoever kind or nature.
- k. Attorney's Fees. In the event either party shall find it necessary to obtain the services of an attorney to enforce any of the covenants or conditions of this Lease, the prevailing party shall be entitled to reimbursement for all costs and expenses, including reasonable attorney's fees, whether or not litigation is commenced.
- l. Joint and Several. If there is more than one person comprising the Tenant, the covenants, agreements, undertakings, and obligations hereunder shall be the joint and several obligations of all such persons.
- m. Counterparts; Digital Signatures. This Lease may be executed simultaneously in two or more counterparts, each of which shall be deemed an original and all of which, when taken together, constitute one and the same document. The signature of any party to any counterpart shall be deemed a signature to, and may be appended to, any other counterpart. Counterparts may be delivered via facsimile, electronic mail (including pdf or any electronic signature complying with the federal ESIGN Act of 2000, e.g., www.docusign.com) or other transmission method, and any counterpart so delivered shall be deemed to have been duly and validly delivered and be valid and effective for all purposes. At the request of either Party, each Party agrees to execute an original of this Lease as well as any facsimile or other reproduction hereof.
- n. Governmental Immunity. Landlord does not waive its governmental immunity by entering into this Lease, and retains all immunities and defenses provided by law with respect to any action based on or occurring as a result of this Lease.

IN WITNESS WHEREOF, the Parties hereto have executed this Lease as of the _____ day of _____, 2022.

LANDLORD:

TOWN OF JACKSON

By: _____
Hailey Morton Levinson
Its: Mayor

ATTEST: _____
Town Clerk

TENANT:

GIRL SCOUTS OF MONTANA AND WYOMING

By: _____
Name: Darci Hertz
Its: Chief Financial Officer

By: _____
Name: Margaret Gordon
Its: Jackson Service Unit Manager

STAFF REPORT



Meeting Date:	May 2, 2022	Meeting Title:	Town Council Regular Mtg
Submitting Department:	Administration	Presenter:	Larry Pardee
Agenda Item:	Government Affairs and Strategic Consulting Services	Public Comment:	Yes

Purpose & Policy Considerations.

The purpose of this item is for the Town Council to review and approve a contract for strategic consulting, grant-writing, and advocacy services to assist the Town in pursuing federal, state, and philanthropic funding opportunities.

Requested Action.

The requested action is for Council to approve a contract for consulting services with Sustainable Strategies DC to help assist with strategic consulting, grant-writing, and advocacy services to assist the Town to effectively organize and pursue federal, state, and philanthropic grant funding resources.

Recommendations.

Staff recommends Town Council approve the contract as presented in the attachment to the staff report and authorize the Mayor to execute the contract on behalf of the Town subject to any minor corrections by staff.

Background.

During the March 7th, 2022, Town Council regular meeting Council directed staff to solicit professional grant funding consulting services to assist the Town of Jackson in writing, and applying for federal, state, and philanthropic grant funding opportunities on behalf of the Town of Jackson and our local community. Staff reviewed several different firms and recommends utilizing Sustainable Strategies DC to assist the Town and community in pursuing our funding opportunities.

The Town Attorney has drafted and made ready for Councils consideration the attached Draft Professional Services Agreement for Grant Affairs and Strategic Consulting Services with Sustainable Strategies DC.

Following is information from March 7th, 2022 Council staff report.

During the 2022 Town Council retreat, a brief discussion was held regarding opportunities to either hire Town staff or consider hiring professional consulting services to build Town capacity in pursuit of grant funding opportunities this year. On Monday, February 7th Vice Mayor Jorgensen, Councilwoman Chambers and other community members participated in a Shelter JH community meeting with a firm who specializes in providing these services to assist local communities in identifying and obtaining federal, state, and philanthropic funding awards.

The goal for the Town of Jackson would be to select a professional grant funding consulting firm to help the Town of Jackson with strategic consulting, perform grant-writing, and advocacy services on behalf of our community to organize effectively and apply for federal, state, and philanthropic funding resource opportunities, including through the Bipartisan Federal Infrastructure Package and \$1.2B Wyoming State American Rescue Plan Act of 2021 ("ARPA"). Once a firm is selected, staff would bring back a contract for Council consideration and approval.

Analysis.

Staff requested information from Sustainable Strategies DC to help Council and the community know for every Town dollar invested on fees vs. funding dollars obtained what should we expect, here are a few examples they provided from two recent clients. First was Frederick, MD: Pays \$65,000/year; received \$5.2 million in grant funding in 2021 and second was Glenwood Springs, CO: Paid \$102,000/year; received \$2.1 million in grant funding. They have indicated they have a very strong track record with providing > 10X return on every public dollar invested. Staff notes, the exact return for

each \$1 of fee assessed will vary year-to-year but they assured us they believe it's only going to grow stronger over time as they add additional client applications and build more program funding requests that helps them achieve higher leveraging.

Possible Alternatives.

Council can choose to not proceed with consulting services at this time.

Council could choose to hire additional staff to complete similar work.

Comprehensive Plan & Priority Alignment.

This work is in direct alignment with Section 8: Quality Community Service Provision and the ability of the Town to timely, efficiently, and safely deliver quality services and facilities in a fiscally responsible and coordinated manner.

Fiscal Impact.

The fiscal impact of moving forward with consulting services will depend on the selected firm and final scope of services, it's estimated a one-year consulting services agreement could cost approximately \$90,000.

Staff Impact.

The staff impact associated with assisting and managing consulting services is estimated to be 150 total staff hours. This staff impact would fall on the individual Director/Department where the grant funding is being utilized and it would relate to managing the work conducted with grant funding and will also be a significant impact on the Finance Department for reporting.

Attachments or Links.

Proposed Professional Services Agreement for Grant Affairs and Strategic Consulting Services

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

I move to approve Professional Services Agreement for Grant Affairs and Strategic Consulting Services with Sustainable Strategies DC in an amount of \$90,000 and authorize the Mayor to sign and make ready the final contract agreement, subject to any minor corrections by staff.

PROFESSIONAL SERVICES AGREEMENT FOR GRANT AFFAIRS AND STRATEGIC CONSULTING SERVICES

This Agreement for Professional Services for Grant Affairs and Strategic Consulting Services ("**Agreement**") is effective the ____ day of _____ 2022, ("**Effective Date**"), and is executed by and between the Town of Jackson, a Wyoming municipal corporation, P.O. Box 1687, Jackson, WY 83001 ("**Town**"), and Sustainable Strategies DC, having a place of business at 500 New Jersey Avenue, NW, Suite 600, Washington, DC 20001 ("**Consultant**").

1. Statement of Services

Consultant shall provide strategic consulting, grant-writing, and advocacy services to assist the Town to effectively organize and pursue federal, state, and philanthropic grant funding resources, as more fully described in **Exhibit A, Scope of Work**, which, by this reference, is hereby incorporated herein ("**Services**").

2. Term

The term of this Agreement shall be for one (1) year commencing on the Effective Date and terminating one year thereafter ("**Term**"), unless sooner terminated or extended as provided herein. The parties may extend the term of the Agreement by written agreement (each and "**Extension Term**"). Either party may terminate the Agreement at any time, with or without cause, by giving thirty (30) days written notice to the other party of its intent to terminate. All compensation earned and costs accrued prior to the notice of termination shall be payable to Consultant.

3. Fees and Costs

The Town agrees to pay Consultant, as full compensation for all Services, a monthly fee in the amount of Seven Thousand Five Hundred Dollars (\$7,500), for a total amount not to exceed Ninety Thousand Dollars (\$90,000) for the Term of the Agreement and each Extension Term. Consultant shall present an appropriate invoice to the Town by the first (1st) day of every month. Consultant shall be paid within thirty (30) days of receipt of invoice. It is specifically understood and agreed to by Consultant that the amount listed for the Services is a "not to exceed" amount for completion of the overall Agreement. Consultant shall not receive compensation in excess of the total "not to exceed" amount as set forth in this Section without the prior written approval of the Town. The amount of compensation shall not vary as a result of the time of day the Services are performed or the number of hours during which Services are performed in any given period of time. The Town may examine all records of Consultant during reasonable hours for a period up to and including one (1) year after termination of this Agreement to audit and verify the aforesaid Services.

The Town shall reimburse Consultant for all reasonable out-of-pocket costs, including but not limited to travel costs for airfare, lodging, and meals, incurred in connection with the performance of the Services. Consultant shall obtain written authorization from the Town prior to any out-of-pocket costs that exceed Two Hundred Dollars (\$200) and **it is explicitly understood by the parties hereto that meetings may be virtual**. Out-of-pocket costs are not included in the fixed fee for the Services, and will be invoiced at cost without any markup. Consultant shall present an appropriate invoice with any out-of-pocket costs to the Town by the first (1st) day of every month. Consultant shall be paid within thirty (30) days of receipt of invoice.

4. Independent Contractor Status

It is understood and agreed that Consultant will provide the Services on a professional basis and as an independent contractor and that during the performance of the Services, Consultant and its employees will not be considered employees, partners, agents, or joint venture partners of the Town within the meaning or the applications of any federal, state, or local laws or regulations, including but not limited to laws or regulations covering unemployment insurance, old age benefits, worker's compensation, industrial accident, labor, or taxes of any kind. Neither Consultant nor its employees shall be entitled to any benefits that may be afforded from time to time to Town

employees, including without limitation, vacation, holidays, sick leave, retirement benefits, health or disability benefits, worker's compensation, unemployment insurance, and any other employment benefits of any kind. Further, the Town shall not be responsible for any such withholding or paying of taxes or social security. Neither party shall have the right, power, or authority to obligate or bind the other in any manner whatsoever, except as otherwise agreed to in writing.

5. Confidentiality

Consultant acknowledges and agrees that all tangible, intangible, technical, and business information provided, disclosed, or otherwise learned in connection with this Agreement is the Town's sole and exclusive property and is deemed by the Town to be confidential information that shall not be disclosed by Consultant.

6. Place of Performance

Consultant shall be responsible for maintaining its own office facilities and will not be provided with either office facilities or secretarial support by the Town. Consultant shall supply at its own expense, all materials, supplies, equipment, and tools required to accomplish the Services that is agreed to be performed in accordance with this Agreement.

7. Notice

Any notice required or authorized to be given hereunder shall be deemed to have been given when either personally delivered to or three (3) business days after deposit in the United States mail, certified, postage pre-paid, and addressed as follows:

Town:

Town of Jackson
Attn: Town Clerk
P.O. Box 1687
Jackson, Wyoming 83001
clerk@jacksonwy.gov

Consultant:

Sustainable Strategies DC
Attn: _____
500 New Jersey Avenue, NW, Suite 600
Washington, DC 20001
email

All notices hereunder shall include a courtesy copy sent via email to the email address provided above. Either party may, at any time by notice given in writing to the other party, change the address for service of notice.

8. General Provisions

- A. Entire Agreement; Modification. This Agreement embodies and constitutes the entire agreement with respect to the subject matters hereof and all prior or contemporaneous agreements, understandings, representations, statements are merged into this Agreement. Neither this Agreement nor any provision hereof may be waived, modified, amended, discharged, or terminated in whole or in part, unless agreed to in writing by the parties.
- B. Waiver. The failure of either Party to require performance by the other of any provision hereof shall in no way affect the right to require performance at any time thereafter, nor shall the waiver of a breach of any provision hereof be taken to be a waiver of any succeeding breach of such provision or as a waiver of the provision itself. All remedies afforded in this Agreement shall be taken and construed as cumulative; that is, in addition to every other remedy available at law or in equity.
- C. Assignment and Delegation. Neither Party shall assign or delegate this Agreement or any rights, duties, or obligations hereunder without the express written consent of the other. Subject to the foregoing, this Agreement shall inure to the benefit of and be binding upon the successors, legal representatives, and assignees of the Parties.

- D. Severability. If any provision of this Agreement is declared invalid or unenforceable, such provision shall be deemed modified to the extent necessary and possible to render it valid and enforceable. In any event, the unenforceability or invalidity of any provision shall not affect any other provision of this Agreement, and this Agreement shall continue in force and effect, and be construed and enforced, as if such provision had not been included, or had been modified as provided above, as the case may be.
- E. Governing Law; Jurisdiction; Construction. This Agreement shall be constructed, performed, and enforced in accordance with, and governed by, the laws of the State of Wyoming, without giving effect to the principles of conflict of laws thereof. The parties hereto irrevocably elect as the sole judicial forum for the adjudication of any matters arising under or in connection with this Agreement, and consent to the jurisdiction of, the courts of the County of Teton, State of Wyoming, or the United States District Court for the District of Wyoming. This Agreement was negotiated by both parties and thus it shall not be construed against or in favor of any party by virtue of which party drafted it or any portion thereof.
- F. Section Headings. The section headings set forth in this Agreement are solely for convenience and reference of the parties, and in no way do the headings define, limit, or describe the scope or intent of the Agreement and are to be given no legal effect.
- G. Declaration by Independent Contractor. The Consultant declares and states that it has complied with all federal, state, and local laws regarding business permits and licenses that may be required to carry out the Services to be performed under this Agreement.
- H. Governmental Immunity. The Town does not waive its governmental immunity by entering into this Agreement, and fully retains all immunities and defenses provided by law with respect to any action based on or arising out of this Agreement.
- I. Authority. The individuals executing this Agreement warrant and represent that they are duly authorized to execute and deliver this Agreement.
- J. Mutual Indemnification. Consultant shall indemnify and hold harmless the Town, the Town's employees, directors, officers, and agents from and against any and all liability, costs, and expenses, including but not limited to reasonable attorneys' fees, where recoverable under applicable law, to the extent caused by the negligent acts, errors, or omissions of the Consultant, its employees, directors, officers, and agents. The Town shall indemnify and hold harmless the Consultant, the Consultant's employees, directors, officers, and agents from and against any and all liability, costs, and expenses, including but not limited to reasonable attorneys' fees, where recoverable under applicable law, to the extent caused by the negligent acts, errors, or omissions of the Town, its employees, directors, officers, and agents.
- K. Counterparts; Digital Signatures. This Agreement may be executed simultaneously in two or more counterparts, each of which shall be deemed an original and all of which, when taken together, constitute one and the same document. The signature of any party to any counterpart shall be deemed a signature to, and may be appended to, any other counterpart. Counterparts may be delivered via facsimile, electronic mail (including pdf or any electronic signature complying with the federal ESIGN Act of 2000, e.g., www.docusign.com) or other transmission method, and any counterpart so delivered shall be deemed to have been duly and validly delivered and be valid and effective for all purposes. At the request of either Party, each Party agrees to execute an original of this Agreement as well as any facsimile or other reproduction hereof.

IN WITNESS WHEREOF the parties have caused this Agreement to be executed by their duly authorized representatives and effective as of the Effective Date.

SUSTAINABLE STRATEGIES DC

Signing Party

TOWN OF JACKSON, WYOMING

Hailey Morton Levinson, Mayor

ATTEST:

Riley Taylor, Town Clerk

EXHIBIT A – SCOPE OF WORK

1. Overview of Services

Consultant shall provide strategic consulting, grant-writing, and advocacy services to assist the Town to effectively organize and pursue federal, state, and philanthropic grant funding resources. Consultant will work closely and consistently with Town staff in securing these resources.

2. Services to be Performed

A. Community Assessment and Strategy Session

I. Assessment and Strategy Session

Consultant will hold a two-day community assessment and strategy session with the Town in Jackson, Wyoming within sixty (60) days of Agreement execution. The Town will timely submit to Consultant the Comprehensive Plan, Capital Improvement Plan, other relevant plans, and any other requested project information, which will be reviewed and utilized by Consultant to generate an agenda for the strategy session. A team of key stakeholders that includes municipal staff, local elected officials, and external stakeholders will also be assembled by Consultant and the Town to attend the strategy session. Consultant's staff will spend two days meeting with the key stakeholders to assess assets and barriers to securing and leveraging funding for local initiatives, including housing, economic development, transportation resiliency, public safety, arts and culture, parks and recreation, public health, and revitalization projects. The session will allow Consultant to identify the Town's top funding priorities and assess areas for improvement that will help the Town effectively achieve funding goals.

II. Resource Roadmap

Within six (6) months of Agreement execution, Consultant will develop a Resource Roadmap for the Town following the community assessment and strategy session. The Resource Roadmap is a written strategic plan that identifies the best approaches for securing funding to advance the Town's priorities and will align key projects with the best sources of funding and other resources from federal, state, philanthropic, and private sector sources, including the Bipartisan Infrastructure Package, Wyoming State American Rescue Plan Act of 2021 ("ARPA"), and other forthcoming funding sources. The Resource Roadmap will describe key information for each funding opportunity, including eligible uses of funds, typical funding ranges, required matching and leveraging levels, deadlines, key competitiveness factors, points of contact, and action steps for each priority project and funding source. The Resource Roadmap will ultimately assist the Town in prioritizing projects, planning, budgeting grant matches, and conducting strategic advocacy. The Resource Roadmap can be revisited when priorities change, or new sources of funding become available.

B. Implementation of the Town's Resource Roadmap

For the Term and any Extension Terms of this Agreement, Consultant will generally provide a full suite of services in tracking funding opportunities, grant writing, public-private partnership facilitation and building, advocacy to agencies and legislative officials, organization of stakeholder support, development of materials, and other strategic services. In support of these services, Consultant will specifically do the following for the Town:

- I. Conduct monthly conference calls with Town staff to provide updates on grant opportunities;
- II. Communicate with Town staff between monthly conference calls to advance grant proposals;
- III. After obtaining written authorization from the Town, organize visits in Washington, DC and/or Cheyenne, WY for the Town's elected leaders and staff to meet with senior federal and state leaders who can help support the Town's priorities;
- IV. After obtaining written authorization from the Town, organize and bring federal, state, and foundation leaders to the Jackson community to meet with the Town's elected leaders and staff, tour projects, and strengthen relationships to help support the Town's priorities;

- V. Regularly update the Resource Roadmap to include new projects and grant opportunities;
- VI. Perform ongoing grant services, including:
 - i. Assisting with registering for SAM.gov, Grants.gov, and other federal grant portals as necessary;
 - ii. Providing strategic advice to help shape projects to be competitive for funding;
 - iii. Conducting grant review of proposals that Town staff prepare;
 - iv. Full-service grant writing, including complete drafting of narrative responses and attachments for review by the Town;
 - v. Drafting of earmark requests;
 - vi. Organizing broad stakeholder support across the community, region, and state;
 - vii. Submitting grants through Grants.gov or other means; and
 - viii. Assisting Town staff and partners as needed with overcoming grant management challenges with the federal and state agencies.

C. “S2 Spotlight” and “S2 Client Alert”

Consultant will send the Town “S2 Client Alerts” and its once-weekly newsletter called the “S2 Spotlight.” “S2 Client Alerts” highlight the most promising grant opportunities and provide a detailed explanation of the funding source and how it could be used in the Town. The “S2 Client Alerts” also explain important legislative, policy, regulatory, or other issues for the Town. “S2 Spotlight” provides a brief overview of upcoming grant and other resource opportunities.

D. Annual Evaluation

At the end of the Term and each Extension Term of the Agreement, Consultant will provide the Town an annual evaluation on projects conducted, results achieved, efforts still underway, and other important information that provides an evaluation on Consultant’s performance for the Town.

3. Visits and Meetings with Leaders

A. Visits to Washington, DC and Cheyenne, WY

Upon written authorization from the Town, Consultant will organize visits for the Town’s elected leaders and staff to meet with senior federal and state leaders who can help support the Town’s priorities. The Town should bring a summary of its Resource Roadmap priorities, briefing sheets on key projects, and information about specific funding sources that are being, or will be, sought that year. Consultant will set up meetings with the Town’s elected congressional and state representatives, with key staff in the White House and Office of the Governor, and with federal and state agency staff running funding programs or policy areas. Consultant will also coordinate with the Town’s state government affairs specialist to prepare for visits to Cheyenne.

B. Jackson Community Visits

Upon written authorization from the Town, Consultant will organize visits from federal, state, and foundation leaders to visit the Jackson community and meet with community leaders and Town staff, tour projects, celebrate success with groundbreakings/ribbon-cuttings, and further build relationships and understanding of your community and projects.

4. Client Services Manager

Consultant will have a full-time, professional Client Services Manager, Sarah Marin, available for the Town to ensure that various important tasks are conducted to ensure effective client service. Ms. Marin conducts various activities such as ensuring that contracts are in place, paperwork is finished, Grants.gov and SAM.gov accounts are working, monthly meetings and calls are scheduled and conducted effectively, Resource Roadmaps and annual evaluations are drafted and completed, S2 Spotlights and Client Alerts are composed and distributed, visits are well-planned, and troubleshooting takes place.

STAFF REPORT



Meeting Date:	May 2, 2022	Meeting Title:	Regular Meeting
Submitting Department:	Admin/Community Development	Presenter:	Larry Pardee/ Susan Scarlata
Agenda Item:	Legislative Approach WAM Resolutions	Public Comment:	Yes

Purpose & Policy Considerations.

For Town Council to consider Resolutions to submit to the Wyoming Association of Municipalities (WAM) to consider at its Summer Convention, June 8-10 in Laramie, Wyoming.

Requested Action.

Staff requests that Council moves to submit Resolutions to WAM to broaden local revenue options, to provide county-specific cost of living indexes, and to limit annual increases in property tax growth.

Recommendations.

Staff recommends submitting the three attached Resolutions to WAM.

Background.

On August 30, 2021, Council approved a two-year process to submit Resolutions to WAM, participate on statewide coalitions related to Town priorities, hire a Legislative Liaison, help other municipalities with policies and initiatives whenever possible, and work on getting topics related to Town priorities discussed as Interim Topics. This Legislative Policy Approach focuses on taking a proactive stance across various time frames to build political will, develop relationships, and build networks.

During the session, Town staff worked with colleagues at the county, Teton Village, and WYDOT to have Senator Gierau submit an Interim Topic to consider permitting HOV lanes in the state. The request was approved and requested by the Transportation Committee to Management Council. This topic will be discussed at interim meetings May 3 and 4 in Casper, August 23 and 24 in Sweetwater County, or November 2 and 3 in Cheyenne.

We also heard from various entities during the session that there is a need for a broader, statewide conversation about challenges related to Workforce Housing before the legislature will be able to consider potential solutions. A number of different groups requested Workforce Housing as an Interim Topic and the Joint Corporations Committee will be considering this topic in the interim. This and other dialogue with colleagues throughout Wyoming demonstrate that housing challenges have become an issue across the state. Continued discussion of workforce housing led by others, including WAM at its Summer Convention, will benefit our Town and County as the more areas struggling to provide places for people to live, the more likely it will be that the legislature truly considers viable solutions tailored to different localities. The Corporations Committee will consider this topic at a meeting scheduled for June 29 & 30 in Hulett, August 25 & 26 in a location to be determined, and October 13 & 14 in a location to be determined.

The next step outlined in biannual Legislative Approach is to submit Resolutions for WAM's Summer Convention, which takes place June 8-10 in Laramie, Wyoming.

Analysis.

Resolutions submitted to WAM must be germane to its functions and purposes. They are intended to give municipalities the opportunity to participate in creating Legislative policies. WAM's Board of Directors uses these Resolutions as a basis to set Legislative priorities for the coming year. Resolutions submitted to WAM by May 9 will be considered and voted on by WAM's Resolutions Committee made up of a Chairperson and six members who are Councilmembers, Mayors,

Administrators, or Attorneys from member cities and towns appointed by WAM's President.

This year, staff is recommending submitting Resolutions to broaden local revenue options; one to provide county-specific cost of living indexes; and one to limit annual increases in the growth of property taxes.

Possible Alternatives.

NA

Comprehensive Plan & Priority Alignment.

Engagement with the State Legislature can help our community achieve the Comp Plan's aspirational goals. From Growth Management and Quality of Life to Achieving our Vision, there is regular overlap and interweaving of our community's goals with those of the state in which we reside. From housing to multimodal transportation and development of a diverse and balanced economy, the Town of Jackson recognizes the need for state-level support to achieve its long-term vision. Specifically, the Comp Plan calls this out in Policy 6.2.e: Promote Federal and State partnerships that states, "Decisions made at the Federal and State level have implications on the local economy and community. In fact, Federal land management decisions and State tax policy might have more leverage over our economic future than local policy. As a result, we will need to build and nurture partnerships with Federal and State decision-makers so that they understand and can help us address the local impacts of regional decisions locally. Partnerships at the local, State, and Federal levels also present opportunities to support housing efforts, transportation projects, efforts to preserve and enhance our ecosystem, promote our economy, and other strategies." In addition, Policy 10.1.d: Maintain control over our own community Vision In demonstrates that we aim to, "[W]ork with partners from around the State and region to find mutually beneficial solutions for all communities."

Fiscal Impact.

NA

Staff Impact.

The Community Development Department works closely with the Town Manager and Legislative Liaison to set and implement the Town's Legislative Approach. The drafting of these resolutions and creation of the staff report has taken approximately 8 hours.

Attachments or Links.

Resolutions

Suggested Motion.

I move to adopt Resolutions to broaden local revenue options; to provide county-specific cost of living indexes; and to limit annual increases in the growth of property taxes and submit them to WAM to be considered at its Summer Convention.

TOWN OF JACKSON RESOLUTION 21-___?
FOR WAM CONSIDERATION

**A RESOLUTION SUPPORTING EFFORTS TO BROADEN OPTIONS
TO GENERATE REVENUE AT THE LOCAL LEVEL**

WHEREAS, many municipalities in Wyoming are struggling to address the operating needs of their communities through existing taxing methods; and

WHEREAS, citizens of municipalities are more comfortable if they can be assured that additional tax revenues will be used to fund priorities and needs identified by their communities, which may include core services such as protecting the health, safety, and welfare of residents, workforce housing, and the maintenance of infrastructure among other things; and

WHEREAS, citizens of Wyoming value self-sufficiency and self-reliance so resources available in area of the state such as in tourist economies, should be able to be levied and utilized to support the government and citizens in that locality; and

WHEREAS, the state’s current tax code does not allow for this flexibility, Towns, Counties, and the State of Wyoming have left revenue on the table; and

WHEREAS, localities levying such taxes specific to their communities would create healthy diversification of revenue streams and could consider changes in percentages or foregoing receipt of direct distributions, thus supporting the state; and

NOW, THEREFORE, BE IT RESOLVED that the Town of Jackson supports, and urges WAM to support, more flexibility for localities to levy taxes that make sense within their jurisdictions, given their specific circumstances, to be utilized for community priorities and potentially offset some of the states’ direct distributions.

APPROVED ON THE 2nd DAY OF MAY 2022.

TOWN OF JACKSON

By: _____
Mayor Hailey Morton Levinson

ATTEST:

Riley Taylor, Town Clerk

TOWN OF JACKSON RESOLUTION 21-____
FOR WAM CONSIDERATION

**A RESOLUTION SUPPORTING A COUNTY-SPECIFIC
COST OF LIVING INDEX FOR WYOMING'S 23 COUNTIES**

WHEREAS, the Administration and Information department of Wyoming's Economic Analysis Division issues a semi-annual Cost of Living Index; and

WHEREAS, there is great discrepancy between different counties in Wyoming and the annual cost of living varies quite dramatically between localities; and

WHEREAS, the Economic Analysis Division's current process aggregates Wyoming's counties into five regions, which have very different economic profiles; and

WHEREAS, a consumer price index that shows the annual change in cost of living for each county individually would be a significant tool; and

WHEREAS, the data is already available but not made public but in the aggregated form, grouping neighboring counties with different profiles; and

WHEREAS, this county-specific information would be a tool for government budgeting and any and all business entities affected by inflation;

NOW, THEREFORE, BE IT RESOLVED that the Town of Jackson supports and urges WAM to support, a County-Specific Cost-of-Living Index for each of Wyoming's 23 Counties in its semi-annual report.

APPROVED ON THE 2nd DAY OF MAY 2022.

TOWN OF JACKSON

By: _____
Mayor Hailey Morton Levinson

ATTEST:

Riley Taylor, Town Clerk

TOWN OF JACKSON RESOLUTION 21-____
FOR WAM CONSIDERATION

**A RESOLUTION SUPPORTING A LIMIT ON
ANNUAL INCREASES IN PROPERTY TAX GROWTH**

WHEREAS, property valuations have been increasing exponentially in recent years; and

WHEREAS, incomes in our state are not keeping pace with the escalation in property values; and

WHEREAS, the Department of Housing and Urban Development states that family income in Teton County, Wyoming rose 6% in 2021 and property taxes are expected to increase 30-50%; and

WHEREAS, such dramatic escalation year over year drives out long-time families and residents that cannot keep up with costs; and

WHEREAS, a homestead exemption or a limit or cap on the amount property taxes can increase in a given year could provide significant relief and these or other options could be utilized to help Wyoming's residents; and

WHEREAS, one may be a constitutional amendment related to property tax; and

NOW, THEREFORE, BE IT RESOLVED that the Town of Jackson supports, and urges WAM to support, tools for limiting the rate of increase of property tax in a given year in our state.

APPROVED ON THE 2nd DAY OF MAY 2022.

TOWN OF JACKSON

By: _____
Mayor Hailey Morton Levinson

ATTEST:

Riley Taylor, Town Clerk

TOWN OF JACKSON RESOLUTION 21-___?

FOR WAM CONSIDERATION

**A RESOLUTION SUPPORTING OPTIONS FOR PROVIDING
OUTDOOR FOOD & BEVERAGE SERVICE**

WHEREAS, outdoor eating areas or “parklets” were activated by restaurants throughout the Town of Jackson to provide space and capacity for eateries during the COVID-19 pandemic; and

WHEREAS, parklets provided benefits for businesses, visitors, and the community overall; and

WHEREAS, citizens felt parklets added to the spirit of town, enhanced the atmosphere overall; and

WHEREAS, parklets are viewed as one of the most positive outcomes of the pandemic and restaurants view them as something that transformed the vitality in the downtown corridor and provided a positive economic impact.

NOW, THEREFORE, BE IT RESOLVED that the Town of Jackson supports, and urges WAM to support, more flexibility with health and liquor codes and the ability to rent public right of way and sidewalks to restaurants for the purpose of outdoor dining services.

APPROVED ON THE 2nd DAY OF MAY 2022.

TOWN OF JACKSON

By: _____

Mayor Hailey Morton Levinson

ATTEST:

Riley Taylor, Town Clerk

STAFF REPORT



Meeting Date:	May 2, 2022	Meeting Title:	Regular Town Council Meeting
Submitting Department:	Administration	Presenter:	Carl Pelletier
Agenda Item:	Summer 2022 Downtown Programs	Public Comment	Yes

Purpose & Policy Considerations.

The purpose of this item is to provide an update on the topic of full-service Parklets and to obtain feedback and direction from Town Council regarding the continued use of Flex Spaces (including, signage, messaging, cleaning and sanitation) in the downtown for the summer of 2022.

Requested Action.

Staff requests that Council provide direction on the continued use of each of Flex Spaces (including signage, messaging, cleaning and sanitation) in the downtown for the summer of 2022.

Staff requests that Council provide direction on directing staff to draft the necessary amendments to the Town of Jackson Municipal Code regarding alcohol service in Parklets.

Recommendations.

Staff recommends continuing the use of Flex Spaces (including signage, messaging, cleaning and sanitation) for the 2022 summer season only if additional resources are authorized and secured due to current staffing capacity. Staff also recommends the implementation of Flex Space on a smaller scale than has been implemented in the past.

Background.

During the Special Town Council Meeting on Monday, April 11, 2022 a staff report outlining Parklets, Flex Spaces, Signage/Messaging & Cleaning/Sanitation was presented. During this meeting a motion was made by Councilmember Rooks and seconded by Councilwoman Sell Chambers to approve the continuation of Parklets for restaurants for the summer of 2022, in accordance with State Statute and Town of Jackson Ordinance, and direct staff to:

1. Review Town Ordinances and State Statutes as they relate to alcohol service in parklets.
2. To review options for temporary sidewalk leases or encroachment agreements for parklets.
3. Bring back a staff report on both topics to the next available meeting.

Vice-mayor Jorgensen called for the vote. The vote showed 4-0 in favor with Mayor Morton Levinson absent. The motion carried.

There was not a motion regarding Flex Space (including signage, messaging, cleaning and sanitation) for the 2022 summer season.

Analysis.

The purpose of this discussion is to update the Council with information about the possibility of full-service Parklets and to get direction from Council on the Flex Space (including signage, messaging, cleaning and sanitation) for the 2022 summer season.

Update on Parklets

Following the April 11, 2022 Town Council Special Meeting the Town's Legal Department reached out to Wyoming's Liquor Division. The Liquor Division indicated that the service and consumption of alcohol could take place within Town-approved Parklets. Please recall that two ordinances need to be amended to allow this. Staff has provided a motion below to direct staff to complete the ordinance amendments for Council consideration.

The Town's Legal Department also reached out to the director of the department regulating/permitting restaurants at the State level. There were three issues that were brought up during this conversation:

1. The parklet space is not part of the original plan review that was approved for food service.
2. An issue with the definition of 'premise' and 'establishment' under food service rules. The license is a single property and, because of the sidewalk, would have a break in the property.
3. Other "facility requirement issues."

Our legal department was also able to follow-up with the senior assistant attorney general representing the Department of Agriculture in regards to the possibility allowing full-service Parklets and he did have some concerns primarily with the topic of "premise" (issue #2 from above). These concerns may be surmountable. The senior assistant attorney general indicated that they would investigate the topic more and report back with their findings. The senior assistant attorney general indicated there is a Memorandum of Understanding (MOU) between Teton County Public Health and the State delegating authority to Teton County and that he would need to review it.

The topic of full-service Parklets has been raised at the state level, but currently we do not have a timeline of reportable information. There is a possibility that this research could take a couple of weeks.

Currently a parklet could be activated, if Council directs staff to bring back the necessary ordinance changes, with alcohol and to-go items within, roughly, three weeks; however, the provision of a full-service Parklets including food is pending state and, potentially, Teton County decision-making.

Town Flex Space Considerations along Center Street and Deloney Avenue

Staff is seeking Council direction on Town Flex Space including use of the Town right of way on Center Street and Deloney for seating and walking areas along with signage, messaging, cleaning, and sanitation associated with these spaces. Flex Space could be managed internally if directed by Town Council. The Chamber of Commerce has also suggested having an outside organization (such as the Chamber of Commerce, which is open to discussing this option) manage these tasks or utilizing alternative funding sources (such as Travel and Tourism Board funding) to hire an individual to manage these tasks. The ability of an outside organization to assist with administering and funding signage, messaging, cleaning, and sanitation would need to be identified, further discussed, and determined.

The Police Department has indicated that they have safety concerns about installing the Flex Space directly to the west of the Town Square on Center Street (between Broadway and Deloney) if cars are parked on the west side of Center Street. It should be noted that several business owners have expressed concerns in the past about losing parking spaces with the installation of Flex Spaces. In the past business owners in the downtown district were assured that parking spaces would not be lost with the installation of Flex Space. How the Flex Space was set up in previous summers, no parking spaces were lost.

Staff recommends that if Council chooses to implement Flex Space that it be activated on a smaller scale than it has been done for the past two summers. In the past, the Flex Space has utilized the western portion of Center Street between Broadway and Gill Avenue. Staff recommends implementing Flex Space on the western portion of Center Street, but only between Broadway and Deloney Avenue. This would reduce the amount of Flex Space that would need to be managed and maintained. The space would still need to be maintained; however, it would reduce the amount of staff impact.



Staff is seeking direction on whether Council would like to implement Town Flex space for the summer of 2022, a motion has been provided below for Council consideration. Signage, messaging, cleaning, and sanitation are inherently part of Flex Spaces and, should Council authorize Flex Spaces, these would be included.

These items could be managed internally if directed by Town Council. The Chamber of Commerce suggested having an outside organization (such as the Chamber of Commerce, which is open to discussing this option) manage these tasks or utilizing alternative funding sources (such as Travel and Tourism Board funding) to hire an individual to manage these tasks. The ability of an outside organization to assist with administering and funding signage, messaging, cleaning, and sanitation would need to be identified, further discussed, and determined.

Possible Alternatives.

Alternative #1: Activation with the Town Responsible

Flex Spaces (including use of the right of way for seating and walking along with signage, messaging, cleaning, and sanitation) are activated this summer with additional Town resources used to pay for it.

Alternative #2: Activation with an Outside Organization Responsible

Flex Spaces (including use of the right of way for seating and walking along with signage, messaging, cleaning, and sanitation) are activated this summer and the cost of doing so is paid by an outside organization.

Alternative #3: Activation with Shared Responsibility the Town and an Outside Organization

Flex Spaces, (including use of the right of way for seating and walking along with signage, messaging, cleaning, and sanitation) are activated this summer and the cost of doing so is split 50/50 between the Town and an outside organization.

Alternative #4: No Activation for Summer 2022

Flex Space (including use of the right of way for seating and walking along with signage, messaging, cleaning, and sanitation) are put on hold this summer (with or without the possibility of reviving the programs in the future).

Comprehensive Plan & Priority Alignment.

Growth Management	4.2.c: Create vibrant walkable mixed-use Subareas. 4.4.a: Maintain and improve public spaces.
Quality of Life	6.2.c: Encourage local entrepreneurial opportunities. 7.1.a: Increase the capacity for walking, biking, carpooling and transit riding.

Fiscal Impact.

Flex Space:

Town has invested money in outdoor tables, chairs, and planters. Continued funding in equipment upkeep.

Signage:

Town has invested money for informational signage for both Flex Space and Parklets. Additional signage would be needed for the summer of 2022.

Cleaning/Maintenance:

Over the past two summers Town has invested money in additional cleaning of the Flex Space as well as money earmarked for additional trash removal that was generated from the use of the Flex Space created from to-go orders.

Staff Impact.

The staff impact of implementing Flex Space would include physical set-up/removal, along with daily monitoring, maintenance and cleaning. In the past staff has spent considerable time setting up the Flex Space, cleaning and maintaining the tables and chairs located in the Flex Space, watering the planters in the Flex Space and removal and storage of the tables, chairs and planters included in the Flex Space. In the past staff has also designed, printed, and posted signage for Flex Spaces.

Attachments or Links.

None.

Suggested Motions.

Motion for Parklets:

I move to direct staff to draft the necessary amendments to the Town of Jackson Municipal Code regarding alcohol service in Parklets and bring such drafts back for Council consideration at a future meeting.

Motion for Flex Spaces:

I move to approve the continuation of Flex Spaces on the west side of Center Street between Broadway and Center Street (including signage, messaging, cleaning, and sanitation) in the downtown core for the summer of 2022 and authorize staff to:

- 1) identify and, if possible, utilize alternative funding sources; and
- 2) *[insert one of the following]*
 - a) hire an additional Town employee and pay for and manage the program itself; or

- b)** negotiate with the Chamber of Commerce to responsible for the payment and management of the program including any employee(s); or
- c)** negotiate with the Chamber of Commerce to share the cost of a Flex Space program and agree to the management thereof by one of the parties (Town or Chamber).

STAFF REPORT



Meeting Date:	May 2, 2022	Meeting Title:	Regular Council Meeting
Submitting Department:	Joint Affordable Housing	Presenter:	April Norton
Agenda Item:	Consideration of a Housing Opportunity Project Located at 910 Smith Lane and 915 Simon Lane	Public Comment:	Yes

Purpose & Policy Considerations.

Council will consider a Housing Opportunity Project located at 910 Smith Lane and 915 Simon Lane that will create 12 condominium homes for members of the local workforce.

Requested Action.

Town Council is asked to review the proposed development and provide direction to staff on moving forward with a Purchase Agreement and Ground Lease to build affordable workforce housing at 910 Smith Lane and 915 Simon Lane or reject the proposed development.

Recommendations.

Staff recommends purchasing 910 Simon Lane and entering into a Ground Lease to develop 12 permanently deed restricted homes at 915 Simon Lane and 910 Smith Lane.

Background.

From 2007 to 2012 the community worked to develop the Comprehensive Plan. This work included over 2,000 public comments and resulted in the adoption of the Jackson/Teton County Comprehensive Plan in 2012. Comprehensive Plan Policy 5.1.a sets a goal of housing 65% of our workforce locally. Comprehensive Plan Policy 5.4.a identifies Transitional Subareas that are appropriate for increased density and directs the community to develop a Workforce Housing Action Plan.

The 2015 Workforce Housing Action Plan (HAP) was informed by eight housing studies and is the result of the 2015 Housing Summit, which convened elected officials, stakeholders, and the public to examine workforce housing in Teton County and the Town of Jackson. HAP Initiative 2B ties together the Comprehensive Plan policy directives and Character Districts and directs staff to purchase appropriately zoned land for the purpose of partnering with private developers to develop housing for our working families. HAP Initiative 5A provides a map showing which neighborhoods in the community are appropriate for updated zoning in an effort to find locations to create affordable workforce housing through increased density.

In 2016 and 2018 density was added to the Transitional Subareas through updated Town zoning, implementing Comp Plan Policy 4.3.b and HAP Initiatives 5A and 5B. These Transitional Subareas have long been identified as places that are appropriate for more density because stand-alone houses are no longer affordable to households earning median income. Increasing the density of these Transitional Subareas to multifamily homes, which are more likely to be affordable to local working households, gives the community a better chance to achieve its goal of housing 65% of the workforce locally. By increasing the density, we are allowing workforce neighborhoods to retain their working family character instead of preserving the existing density and losing that working family character.

In July 2018, 910 Smith Lane and 915 Simon Lane along with the rest of their Midtown neighborhood, were rezoned to Neighborhood High Density 1 ("NH-1"). This zoning provides opportunities for developers to build more residential floor area if they are willing to permanently deed restrict a portion of it. We call this the 2:1 Workforce Housing "fill the box" Tool. The HAP tells us that we should prioritize areas that are zoned to allow for greater density for housing, which is exactly what the NH-1 zoning provides.

The Project

The proposal in front of you today will create 12 condominium units across two lots, 910 Smith Lane and 915 Simon Lane. Eight will be two-bedroom units and four will be one-bedroom units for a total of 20 bedrooms. Eight will have 80-120% MFI deed restrictions (4, 2-beds and 4, 1-beds). It will provide 18 parking units using stacker machines.

The Town of Jackson owns 915 Simon Lane and the three-bedroom home currently houses a Town employee and their family. The property is zoned NH-1 and has been identified as a potential redevelopment site for future deed restricted housing. The individual who owns 910 Smith Lane approached the Housing Department about a potential partnership to develop deed restricted housing across both lots. As proposed, the owner is only willing to partner if the Town agrees to purchase his property for appraised value, then ground lease both properties to the development team (of which he is a part) to build the proposed project. This would be the first redevelopment in this neighborhood since the 2018 zoning update.

During their March 8, 2022 Regular Meeting, the Housing Supply Board recommended that Housing staff take this project to the Town Council for consideration. This recommendation came after the project was discussed by the board's Opportunities Committee then workshopped by the full board. These reviews offered an opportunity to refine the proposal before bringing it to Council for consideration.

Town Participation

As proposed, the Town will purchase 910 Smith Lane for the appraised value of \$1,200,000 and then ground lease 915 Simon Lane and 910 Smith Lane to the development team. The Ground Lease will be very similar to previous leases like the one at 174 King Street and will define specific project deliverables and obligations of both the developers and the Town.

In addition to contributing the land to the development, the Town will contribute \$300,632 in cash.

In return for the land contribution and \$300,632 in cash, the Town will receive at least six and up to eight Employee Rights of First Purchase ("EROP") in the development. The exact number is up to Council to decide. More EROPs may help with Town recruitment and retention, but will limit the initial availability of the units to Town employees rather than the entire community. However, over time it is likely that Town employees who purchased units may change employment, at which point, the development will also be serving community members not employed by the Town.

These units will all be Affordable Ownership 80-120% MFI units and can be one or two bedrooms. Income and asset limits as well as maximum sales prices will be determined by median incomes at the time of sale. Current maximum sales prices by unit size and median incomes by household size are tabulated below.

Affordability

As proposed, eight units will be restricted as Affordable Ownership 80-120% MFI units – four two-bedroom units and four one-bedroom units.

Affordable Ownership 80-120% MFI Units		
One-bed, one-bath unit	Max Sales Price = \$314,947	Max Income by Household Size 1 person = \$103,320 2 people = \$118,020 3 people = \$132,840 4 people = \$147,600
Two-bed, two-bath unit	Max Sales Price = \$359,895	

Four two-bedroom units will be restricted as Workforce Rental units. The Workforce Rental units will be purchased separately, then rented to a household that qualifies under the Workforce Program (employed full-time locally, earns 75% income locally, no ownership of residential real estate within 150 miles). The Workforce Rental units do not have an appreciation cap or a rent cap and can therefore be sold for a higher price point than Workforce Ownership units that do have an appreciation cap. By selling four units as Workforce Rental units, increased affordability can be shared amongst the remaining eight units. This results in a 100% deed restricted development that is 67% Affordable Ownership and 33% Workforce Rental.

Unit Types

The development includes 12 condominium units with 9 and 10-foot ceilings and private balconies and porches.

1. Four one-bedroom units that are 527 square feet.
2. Four two-bedroom, two-bathroom units that are 819 square feet.
3. Four two-bedroom, two-bathroom units that are 832 square feet.

Parking

The development offers 18 parking spaces utilizing car stackers. The developers have agreed to include at least one electric vehicle (EV) charging station on site and have confirmed that EV charging will not be limited to non-stacker space (i.e., – cars that are on the stacker can also charge).

Timeline

The residential units will be constructed using modular construction methods that should minimize disruption to the neighborhood and accelerate the project timeline. Once the Ground Lease is approved, final design through construction and sales will take approximately 18 months. This includes eight months for off-site fabrication.

The current tenant located at 915 Simon Lane (Town employee) must live in the current house until the end of October 2022. At that time, the employee and his family have agreed to move to a different Town rental.

Analysis.

This project requests public investment comparable to the resources the Town of Jackson has invested in past or ongoing public-private partnership projects. Utilizing Workforce Rental units to increase affordability for the remaining units in the development is a new tool for the Town and one that ensures a 100% deed restricted development and maximizes the Town's investment through the creation of Affordable homes and the guaranteed Employee Rights of First Purchase for Town employees.

Housing Staff and the Housing Supply Board discussed density, physical development and design alternatives. This proposed 12-unit structure with a variety of three distinct floor plans in both 1 and 2-bedroom configurations was found to be an appropriate balance of considerations for housing needs and the bulk and scale character of this Midtown neighborhood. Iterations and alternatives for level of affordability of units have been discussed at length with the developer team, and the current proposal of four Workforce Rental and eight Affordable (80-120% MFI) Ownership units was refined by the Housing Director.

Redevelopment of this site for multi-family affordable workforce housing also can serve as a catalyst project demonstrating effective use of zoning in the Midtown area.

Possible Alternatives.

Alternatives include:

1. Not moving forward with the project.
2. Asking staff to come back with a different project proposal (more/less density, different design, etc.).

Comprehensive Plan & Priority Alignment.

Principle 5.1 - Maintain a diverse population by providing workforce housing

Policy 5.1.b: Focus housing subsidies on full-time, year-round workers

Principle 5.2 - Strategically locate a variety of housing types

Policy 5.2.a: Provide a variety of housing options

Policy 5.2.b: Housing will be consistent with Character Districts

Policy 5.2.c: Provide workforce housing solutions locally

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

Policy 5.3.c: Create workforce housing to address remaining shortages

Principle 5.4 - Use a balanced set of tools to meet our housing goal

Policy 5.4.c: Promote cooperative efforts to provide workforce housing

Policy 5.4.d: Provide incentives for the provision of workforce housing

Fiscal Impact.

The Town's investment in this project would be \$2,700,632.

- Contribution of 915 Smith Lane, worth \$1,200,000 and already owned by the Town
- \$1,200,000 to purchase 915 Smith Lane
- \$300,632 cash

Staff Impact.

The Town Attorney will spend an estimated 30 hours drafting the Purchase Agreement for 910 Smith Lane and writing and finalizing the Ground Lease for the development. However, should the negotiations become complex, more time may be required.

Housing Department staff has spent approximately 25 hours developing this opportunity and anticipates spending 80 additional hours shepherding the development through to completion, including qualifying buyers. Annually, the Housing Department will requalify owners and tenants within the development and provide technical assistance to the HOA.

The Town Community Development Director has spent approximately 4 hours developing this opportunity and anticipates the Planning Department spending 20 more hours on the development. Writing and review of the staff report for this item has resulted in approximately 5 hours of staff time.

Attachments or Links.

Developer renderings and materials

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

I move to direct staff to prepare a Purchase Agreement for 910 Smith Lane for \$1,200,000, a Ground Lease for 910 Smith Lane and 915 Simon Lane that includes a \$300,632 investment by the Town of Jackson and _____ employee rights of first purchase for the Town of Jackson, and to bring both back to Council for approval.



910 SMITH LANE

FIGURE 9
REAL ESTATE



CONTENTS

Project Overview

- Project Location

- Exterior

- Site Plan

- Floorplans

- Parking Stackers

Project Schedule

Project Financials

- Financial Structure

- Sources and Uses

- Budget Summary

- Sale Assumptions

Team Overview

- ch x tld – *Architect*

- Figure 9 – *Developer/Sponsor*

- TKG Construction

- SHAW Construction

Project Criteria Worksheet

Appendix

Project Overview

910 Smith Lane consists of 12 workforce housing units constructed within a new three-story building, which includes covered parking spaces utilizing stacker systems on the first level, with the residential units in two floors above. The residential units will be constructed using modular construction methods, minimizing disruption to the neighborhood during construction and accelerating the project timeline.

The architecture reflects a simple and elegant modern form, with a ground floor common area, plenty of storage and bicycle parking, and an inviting entry. By utilizing the rear of the property for access and parking, the project maintains a consistent and uniform façade while the overall massing of the building utilizes a shift in materials, familiar to the mountain modern language proposed for this project. The building will be an attractive addition to the downtown area and will provide much-needed housing to the local community.

Unit Type	Qty	
Total Units	12	
1 Bed	4	33% of Units
2 Bed	8	67% of Units

Total Area	16,579 sqft	11,623 sqft
Residential	8,712 sqft	w/o Parking Area
Lobby / Circ.	2,305 sqft	
Service	303 sqft	
Amenities	303 sqft	
Parking	4,956 sqft	19 Spaces Total

Summary by Floor				
Level 1				
	Parking	4,956 sqft	19 Spaces	
	Trash	161		
	M E FP	142		
	Lobby/Circ.	999		
	Storage	303		
Level 2			Total	6
	Unit 1	819	1 Bed	2
	Unit 2	832	2 Bed	4
	Unit 3	527		
	Unit 4	832		
	Unit 5	819		
	Unit 6	527		
	Lobby/Circ.	653		
Level 3			Total	6
	Unit 7	819	1 Bed	2
	Unit 8	832	2 Bed	4
	Unit 9	527		
	Unit 10	832		
	Unit 11	819		
	Unit 12	527		
	Lobby/Circ.	653		

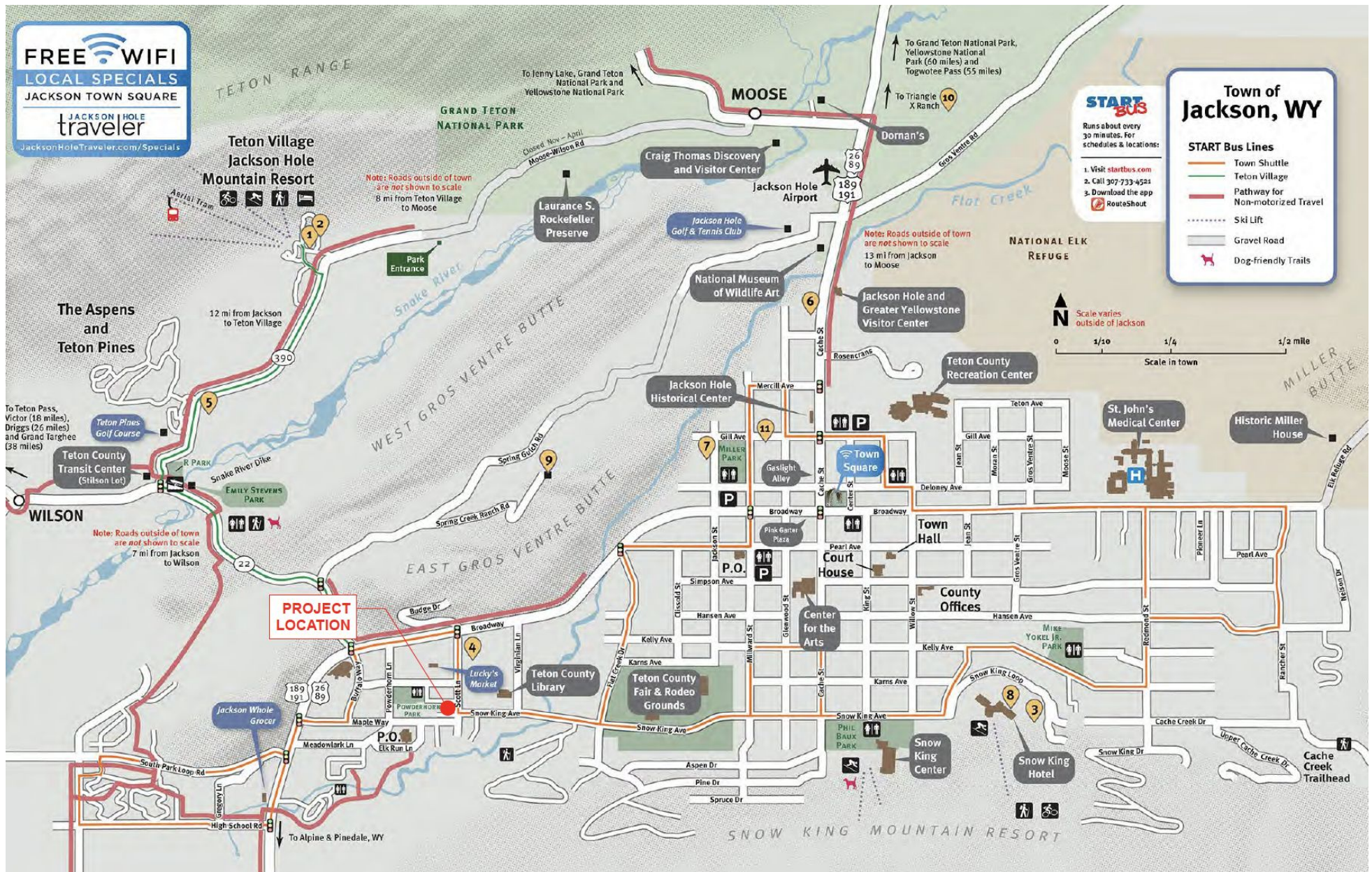
Project Overview

The project is a 12 unit hyper-functional complex, consisting of 6 one-bedroom one-bathroom and 6 two-bedroom two-bathroom residencies, 18 parking spaces, 9' and 10' ceiling heights and large windows to maximize light/ air and livability. Each unit will feature private balconies and porches. Net livable SF is about 10k, and gross SF is about 12k.

The condo units will be sold using the deed restricted Workforce Housing Rental standard in which Renters must earn at least 75% of their income in Teton County. Despite the Workforce Housing Rental standard not having a pricing cap, our units will be priced below comparable market rate units.



Project Location



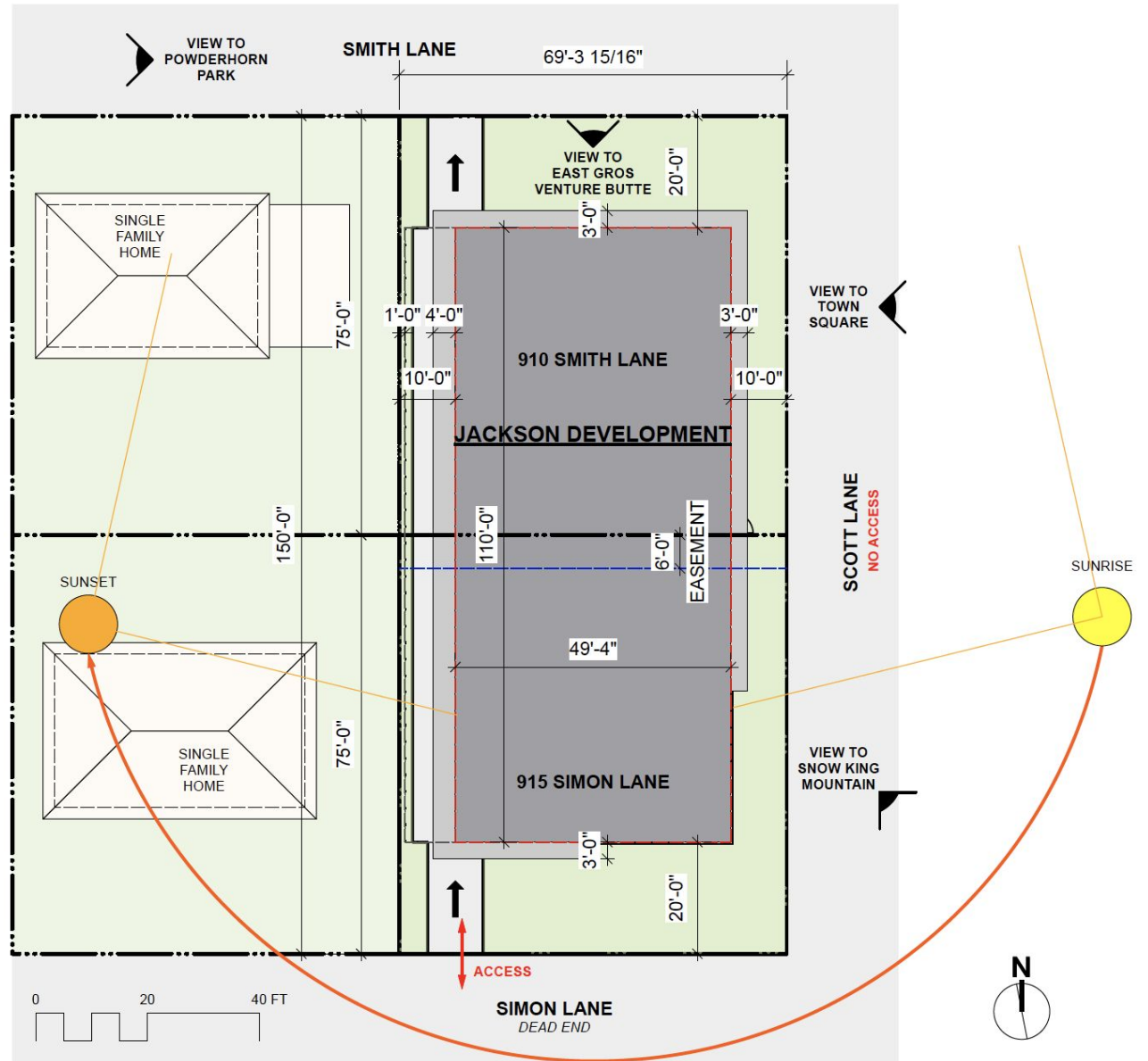
Exterior Rendering



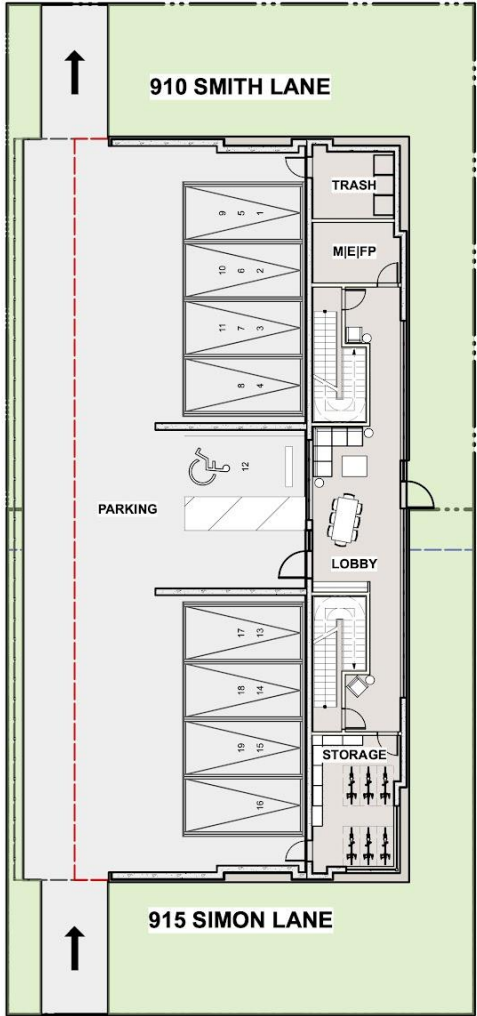
Site Plan

After multiple iterations of the site plan and review with the Jackson planning review team, the building footprint and site plan is design to an 'as of right' standard and requires no special variance or zoning exemptions.

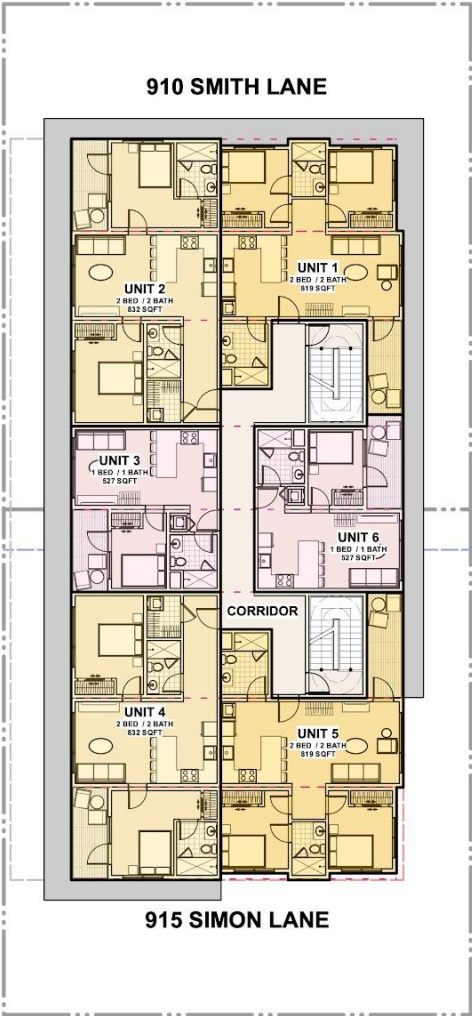
In addition to the zoning and setback considerations, the design team evaluated the optimum site layout in order to produce the most natural daylight within each unit.



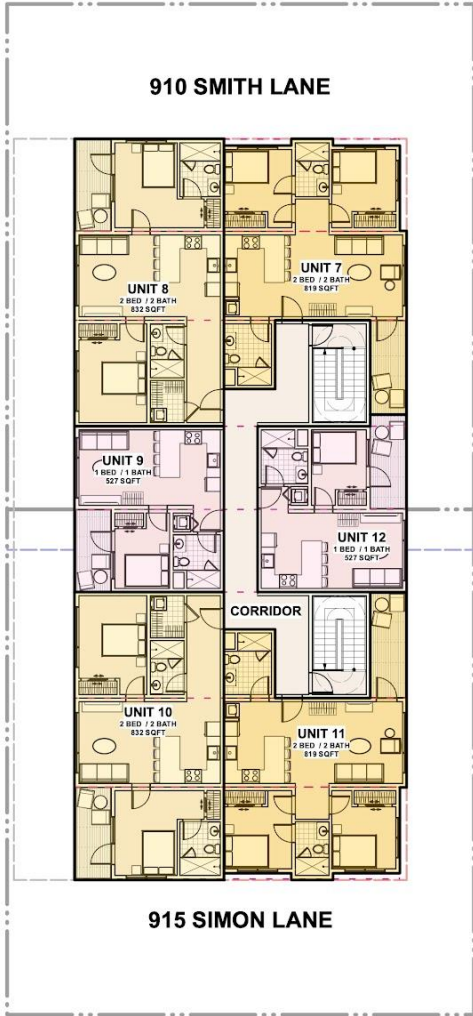
Floorplans



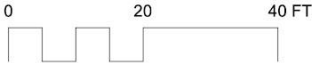
LEVEL 01



LEVEL 02



LEVEL 03



Floorplans - Unit Types



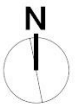
UNIT TYPE A
2 BED / 2 BATH
819 SQFT.



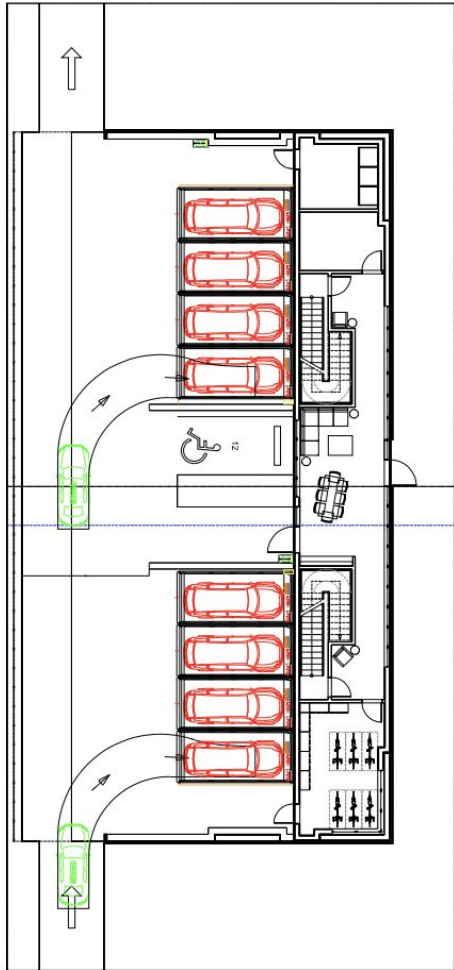
UNIT TYPE B
2 BED / 2 BATH
832 SQFT.



UNIT TYPE C
1 BED / 1 BATH
527 SQFT.



Parking Stackers

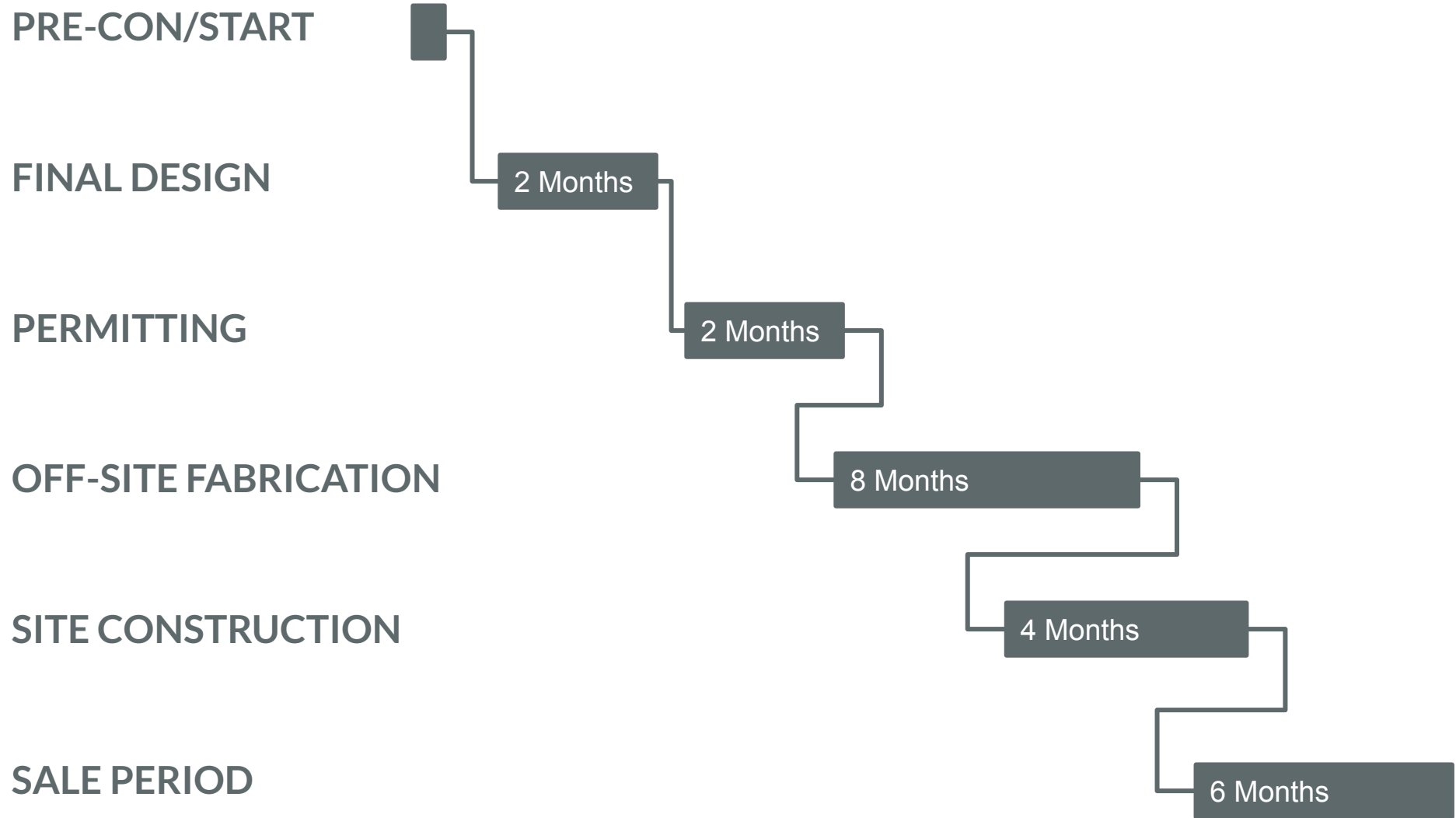


KLAUS Multiparking has been one of the leading manufacturers of parking systems and double parkers for almost 60 years, and is represented in more than 80 countries worldwide. The Global Headquarters and manufacturing is located in Southern Germany, between Munich and the Swiss border.

KLAUS has created more than 700,000 parking spaces worldwide. Over the years, our premium parking systems have become increasingly flexible and capable. At the same time, they are saving more and more resources – that's because they use less energy than competing systems.

<http://www.klausparking.com/>

Project Schedule



Project Financials

Financial Structure

Public Funds Invested: \$2,700,632

Developer/Sponsor Contribution: \$5,306,931

Total Project Cost: \$8,007,563

The following financial projections assume the Town of Jackson contributes the land for the project appraised at \$2.4M and \$300,632 in cash.

Developer/Sponsor will be the sole Guarantor on the construction loan in addition to cash investments.

Project Financials

Sources & Uses



Sources of Funds

Construction Loan: \$4,053,720
Land from Town: \$2,400,000
Cash from Town: \$300,632
Sponsor Equity: \$1,253,211

Total: \$8,007,563

Uses of Funds

Land: \$2,400,000*
Soft Costs: \$511,000
Hard Costs: \$4,666,983
Contingency: \$429,580**

Total: \$8,007,563

*Provided by Town of Jackson

** Based upon recent hard cost variances in the construction industry

Project Financials

Budget Summary

Construction Budget Summary

Land:	\$2,400,000
Permitting & Design:	\$511,000
Developer Fee:	\$250,000
Construction:	\$3,784,800
Contingency:	\$429,580
Other Costs:	\$632,183
Total Project Cost:	\$8,007,563

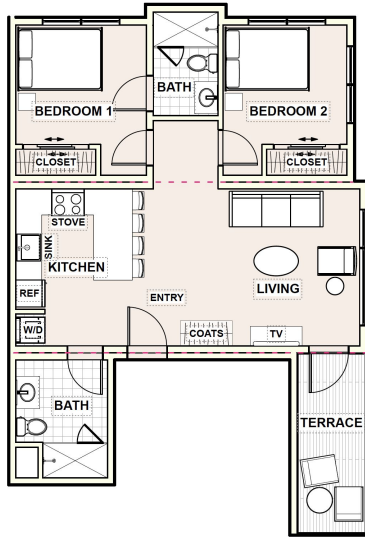
NOTE:

This budget reflect our best estimate based upon a preliminary design and generic construction expenses. In this unprecedented time, building material costs, timelines, and contractor availability all have direct impacts on the costs as presented and projected.

As a result, we have included 10% contingency to help address cost increases encountered during construction.

Project Financials

Sale Assumptions

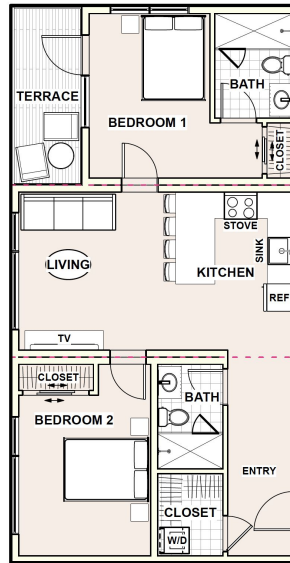


Unit Type A

Sale Price: \$850,000

Unit Sq Ft: 819

Price/Sq Ft: \$1,037.85

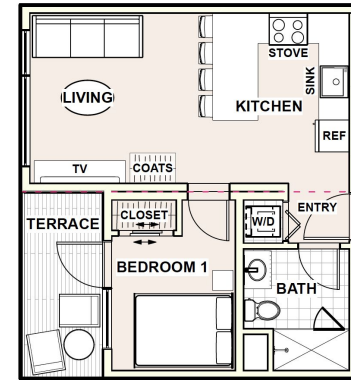


Unit Type B

Sale Price: \$359,895

Unit Sq Ft: 832

Price/Sq Ft: \$432.57



Unit Type C

Sale Price: \$314,947

Unit Sq Ft: 527

Price/Sq Ft: \$597.62

Unit Type A x4: \$3,400,000

Unit Type B x4: \$1,439,580

Unit Type C x4: \$1,259,788

Total Sale Proceeds: \$6,099,368

Project Team

Design & Development Team



FIGURE 9
REAL ESTATE

Construction Funding and preferred lender for buyers;



*We plan to use one of the following contractors for the site work.
Final price/availability bids will be solicited from both contractors after design is completed; final selection will be based upon their response.*



License #: 5265

License #: 5579



Since 2001, tobylongdesign and the CleverHomes brand have been leaders in the prefab construction industry, promoting progressive and next-generation construction ideologies across California and the Western US.

Our work on residential projects has grown over the last 21 years, from hundreds of single family homes, to the emerging market of prefab multifamily and mixed-use construction projects. We have been honored to work with many inspired developers, seeking a better way to build their projects.

We are on a simple mission to bring good design to the prefab industry, which has traditionally lacked a celebration of architecture

Toby Long, AIA NCARB

Project Highlights

- Hopkins Village Workforce Housing – Truckee, CA
- 3rd Street Apartments – Cathedral City, CA
- Wall Avenue Apartments – El Cerrito, CA
- Alameda Avenue Apartments – El Cerrito, CA
- The Civic – El Cerrito CA
- Walnut Street Apartments – San Carlos, CA
- El Camino Apartments – Menlo Park, CA
- Oakland Rose – Oakland, CA
- Evergreen Terrace – Austin, TX
- Elizabeth Street Condos – San Francisco, CA

See Appendix for Additional projects and details

FIGURE 9

REAL ESTATE

Figure 9 Real Estate has deep roots in the Alaska construction industry and our founders take an entrepreneurial approach to each and every project. We leverage our experience in the construction industry to identify and implement creative solutions to challenging projects.

We use a combination of data, unique relationships, and our 20 years of experience to source value-add or development opportunities in the Western US.

The Figure 9 team has extensive experience with project and financial management of real estate and construction projects. This depth of experience gives the company a unique position in the real estate industry to provide the best value for all of our project partners and stakeholders.

Project Highlights

- Sage Ridge – Carson City, NV
- Iowa Flats – Anchorage, AK
- Riverside Apartments – Dayton, NV



With 22 years of experience, here at TKG we hold the highest standards for any project, big or small. We understand the importance of construction management and with our comprehensive knowledge of project staging, budget management, and construction legalities, we will ensure the job always exceeds your expectations. Our high-end contractors can complete any project with the highest level of craftsmanship and care. Take a look at our most recent commercial projects, including employee housing in Grand Teton National Park as well as a comprehensive remodel of the Lodge at Jackson Hole.

Local contractors boast of business' born and bred here in Jackson. We disagree. Our business philosophy and work ethic was not cultivated in the Jackson climate of bottomless budgets and absentee owners.

Toby Grohne

Before moving TKG Construction to Jackson in 2003, owner Toby grew up in the family construction company in the highly competitive markets of Asheville, NC and Vero Beach, FL. Being some of the hottest markets on the east coast, competition is fierce. Competition requires excellence to succeed.

We believe that one of our most important responsibilities is to be able listen to your priorities, and to be able to perform to your ideals

There are great craftsmen in the Jackson area, but you will find that most of them hang their hat on quality alone. We challenge that philosophy. It's easy to create a perfect piece of craftsmanship at a premium price. It is far more challenging to bring this quality to mid-market pricing and competitive timelines. This is where we stand alone.



Shaw Construction of Wyoming is celebrating almost 20 years of providing construction management services in Jackson and the surrounding area. We continue to grow our operation throughout the greater Yellowstone region and have recently opened our new office located at 460 South Cache. We build

for a variety of owners and developers and manage a diverse array of project types, including multifamily, hospitality, municipal, commercial, mixed-use, affordable housing and custom residences, to name a few.

Our clients appreciate our team approach to the construction management process and our mantra of understanding to deliver buildings that meet the vision and goals within the desired budget. We've enjoyed adding value to our community for the last 20 years and look forward to many years to come.

SELECTED PROJECTS

- 199 East Pearl, Jackson WY
- Pearl at Jackson, Jackson WY
- 810 West Housing, Jackson WY
- Daisy Bush Housing, Jackson WY
- Redmond Rentals, Jackson WY
- Millward Apartments, Jackson WY
- Hidden Hollow, Jackson WY
- 440 W. KELLY, Jackson WY

Project Criteria Worksheet

Project Criteria Worksheet

Directions: Please do not change any formulas. The area is grey rows at the top will auto populate; please do not directly enter information into this area or any cells that contain formulas. "Residential Storage" includes all storage space for residents that is not inside the residential units.

Total # of Units	12	Gross Workers Housed	21
Total # of Bedrooms	20	Net Workers Housed	21
Date Complete	Sept 2022	Total People Housed	25

Unit Summary - All Residential & Nonresidential

	# Units	Bedrooms	Unit Sq. Ft.	Restriction/Use	Sales Price	Annual HOA	Annual Utilities
Unit Type A	4	2	819	Workforce Rental	\$850,000	\$2,500	\$1,500
Unit Type B	4	2	832	Affordable 80-120	\$359,895	\$2,500	\$1,500
Unit Type C	4	1	527	Affordable 80-120	\$314,947	\$2,000	\$1,250
Unit Type D							
Unit Type E							
Unit Type F							
Unit Type G							
Unit Type H							
Unit Type I							
Unit Type J							
Unit Type K							
Unit Type L							
Residential Storage	12	n/a		n/a	n/a	n/a	n/a
Total Residential	12	20	8712	n/a	\$6,099,368	\$28,000	\$17,000
Commercial Type A		n/a					
Commercial Type B		n/a	0				
Total Commercial	0	n/a	0	n/a	\$0		\$0
Total	12	20	8712	n/a	\$6,099,368	\$28,000	\$17,000

People Housed

Unit Type	# Units	Worker	People	Comments
1 bed	4	1.25	1.75	Multiplier based on Housing Nexus Study
2 bed	8	2	2.25	Multiplier based on Housing Nexus Study
3 bed		2.25	2.75	Multiplier based on Housing Nexus Study
Total	12	21	25	

Employees Generated

Use	Total SF	Worker	Total Workers	
Restaurant	0	1.234	0	Workers per 1,000 SF
Office	0	1.234	0	Workers per 1,000 SF
Retail	0	1.234	0	Workers per 1,000 SF
Institutional	0	0.927	0	Workers per 1,000 SF
Total	0		0	

Net Workers Housed **21**

Total Funding **\$8,800,000**

Public Funds		Comments
General Fund	\$300,632	Estimated 'Buy-down' - April please verify (selling 1/2 as Deed Restricted)
Land	\$2,400,000	Owned/Purchased by Teton County
Total Public Funds	\$2,700,632	
Partner Funds		Comments
Debt	\$4,053,720	
Equity	\$1,253,211	
Philanthropy	\$0	
ROFP		
Sales Proceeds	\$6,099,368	

Total Project Cost **\$8,007,563**

		Comments
Land Cost	\$2,400,000	Owned/Purchased by Teton County
Permitting and Design	\$511,000	
Developer Fee	\$250,000	
Construction including infrastructure	\$3,784,800	
Contingency	\$429,580	10% of Hard Costs
Other costs (specify in comments)	\$632,183	Construction Interest Only PMTs, Lender Origination, Selling Expenses

Total	\$8,007,563	
Total Cost Per		Comments
Residential Square Foot	\$919	\$643.66
Unit	\$667,297	
Bedroom	\$400,378	
Person	\$320,303	
Gross Worker	\$381,313	
Net Worker	\$381,313	
Public \$ Per		Comments
Residential Square Foot	\$310	
Unit	\$225,053	
Bedroom	\$135,032	
Person	\$108,025	
Gross Worker	\$128,602	
Net Worker	\$128,602	
Affordability		Comments
Total Residential Sales Price	\$6,099,368	
Total Residential Annual HOA	\$28,000	
Total Residential Annual Utilities	\$17,000	
Total Cost To Homeowners	\$6,144,368	Total sales price + annual HOA + utilities
Affordability Per		
Residential Square Foot	\$705	
Unit	\$512,031	
Bedroom	\$307,218	
Person	\$245,775	
Gross Worker	\$292,589	
Net Worker	\$292,589	

APPENDIX



March 2, 2022

To Whom It May Concern;

I recently met with Dave and Joe of Figure 9 LLC regarding the 12 unit condo workforce/affordable housing development project they plan to develop on 910 Smith Lane here in Jackson. Understanding that this project is still in the early stages, Rocky Mountain Bank is committed to helping the Town of Jackson address the workforce housing challenges and is very interested in providing the construction financing for this project as well as long term financing for the buyers of these condos.

As this project is contingent upon remaining commitments from the Jackson/Teton County Affordable Housing Department, we only have the ability to review preliminary financial projections. However, based upon our initial conversations and review of these preliminary projections, it is our understanding that this project fits well within our ability to finance.

In order for us to provide any additional commitments, we will need the following information:

- 1) Commitment from the Jackson/Teton County Affordable Housing Department to provide the land and affordable housing buy-downs necessary to make the project viable
- 2) Full financial disclosure from borrowers.
- 3) Hazard insurance policies, title insurance commitments, environmental reports, tax certificates (if applicable).
- 4) Final construction project plans, costs and timeline.
- 5) Acceptable As-Complete/As-Stabilized appraisal reports engaged by Rocky Mountain Bank
- 6) Any additional information as requested by Rocky Mountain Bank to complete due diligence and any other documents reasonably required.

Regards,

Jake Hanson
SVP – Relationship Banker

From: Idaho@multiparking.com  
Subject: Klaus Multiparking References
Date: February 19, 2022 at 12:07 PM
To: Joe Saunders joe@figure9er.com, Dave Velasquez dave@figure9er.com



Joe,

Per your request and our discussion the other day, I have prepared some information for you and your clients that I hope will satisfy any questions you may have and/or your clients. Please find attached a "one-page" experience summary along with a couple real-life examples that I thought are good general representations of a Trendvario system.

In addition, I have attached an installation reference sheet listing out many installations on the East Coast. There are too many to discuss individually but you can simply look at the large variations of installations to see that this is a very popular parking solution for many applications.

There are many, many more examples that are available in addition to what I have noted in this email. Several of these examples are available to see should that be of interest. Secondly, I would be happy to arrange a zoom call with our Vice President in the U.S. to answer any concerns that I have not been able to address myself.

Regarding "open-air" installations, I know that there are several in Germany but I have been unable to confirm locations and/or actual installation dates at this time. These are true open-air, non-covered installations unlike what you are proposing for your project. There is no concern about your design concept especially with the addition of "hot-dipped" galvanized platform option.

Finally, I would again emphasize that the key to achieving 25 years of reliability is regularly scheduled maintenance by trained professionals. Our proposal that was submitted to you includes a "complete turnkey" proposal with 1 year maintenance and parts INCLUDED. In addition, all shipping, installation, training & sales taxes are also included to ensure that you get a correct and complete installation that will last for years to come. There are NO hidden charges and all OPTIONS are clearly called out with associated costs for those options. We will also help you establish a maintenance contract for regular maintenance after the one year installation timeframe passes.

I hope this provides you with the necessary information to proceed towards approval with your clients. Please call me with any additional questions and/or concerns,

Sincerely,

John LaRosa

Klaus Multiparking America

517.599-5584

idaho@multiparking.com



05.17.21 KL ALIS



Klaus

PROJECT REFERENCES – EAST COAST OFFICE

May 17, 2021 / Page 1 of 2

Model Type Key	
Parker - Double	2 High / Horizontal Platform / No Pit
Parker - Triple	3 High / Horizontal Platform / No Pit
Parker - w/Pit	2072i
ParkBoard	Parking Pallets
TrendVario	Semi-Automatic System
MasterVario	Fully Automatic System

Project Name	Spaces Qty.	Model	Install Year	City, State
1. Toll Brothers, 121 East 22 nd Street	24	MasterVario R3C	2019	New York, NY
2. Toll Brothers, 1425 Hudson Street at Hudson Tea	24	TrendVario 4200 - 2 High / No Pit	2019	Hoboken, NJ
3. 1711 1 st Avenue	23	MasterVario F2	2019	New York, NY
4. 1410 Grand Street	20	TrendVario 4200 - 2 High / No Pit	2018	Hoboken, NJ
5. 222 Avenue East	52	TrendVario 4200 - 2 High / No Pit	2018	Bayonne, NJ
6. 70 Schermerhorn Avenue	8	TrendVario 4300 - 3 High / With Pit	2020	Brooklyn, NY
7. View on Pavey, Pavey Square	132	TrendVario Combination Systems 4200 / 4000 - 2 High / No Pit	2020	Columbus, OH
8. 338 Congress Street	10	TrendVario Combination Systems 4200 / 4000 - 2 High / No Pit	2018	Boston, MA
9. View on Grant	44	TrendVario Combination Systems 4200 / 4000 - 2 High / No Pit	2018	Columbus, OH
10. 2212 Tuttle Park Place	46	TrendVario Combination Systems 4300 / 4000 3 High / With Pit & 2 High / No Pit	2018	Columbus, OH
11. 1874 Bonanza	12	Parker with Pit 2072i	2017	Walnut Creek, CA
12. 1000 F Street	7	Parker - Double	2016	Washington, D.C.

PROJECT REFERENCES – EAST COAST OFFICE

May 17, 2021 / Page 2 of 2

Model Type Key	
Parker - Double	2 High / Horizontal Platform / No Pit
Parker - Triple	3 High / Horizontal Platform / No Pit
Parker - w/Pit	2072i
ParkBoard	Parking Pallets
TrendVario	Semi-Automatic System
MasterVario	Fully Automatic System

Project Name	Spaces Qty.	Model	Install Year	City, State
13. 138 East 50 th Street	24	Parker – Triple 3015	2019	New York, NY
14. 11 Hoyt Street	100	Parker - Double	2021	Brooklyn, NY
15. 500 Jefferson	6	Parker with Pit 2072i	2016	Hoboken, NJ
16. 127 Summit	41	TrendVario Combination Systems 4300 / 4000 3 High / With Pit & 2 High / No Pit	2020	Summit, NJ
17. 4901 Bergenline Avenue	74	TrendVario 6300 3 High / With Pit	2021	Bergen, NJ
18. 121 Piedmont Avenue	2	ParkBoard - PQ Pallets	2014	Boston, MA
19. 1801 Mission Street	16	MasterVario F2	2021	San Francisco, CA

Klaus Experience & Installation Summary developed specifically for Jackson Hole Development located @ 910 Smith Lane & 915 Simon Lane:

GENERAL COMMENT: Klaus Multiparking has installed more than 750,000 parking spaces globally since 1965 involving many types of parking solutions and systems

The TRENDVARIO line was introduced in 2009 and was preceded by Trendvario 4000 series (4200 & 4300). More than 2900 parking spaces has been installed on the West Coast involving these systems. The oldest of these systems was installed in 2003 in Berkeley, CA with 61 stalls provided. This system is still in use today.

Semi-automatic systems (similar to today's Trendvario) were introduced outside of Germany beginning in 1990. The UK has over 25 of these systems with many still in use today.

Installations in Berlin, Hamburg, Munster & Nuremberg, Germany have been installed since the early 1990's and are still in operation today with routine preventative maintenance programs. These climates are similar if not harsher than that of Jackson Hole, Wy.



1 Henry Adams St., San Francisco

KLAUS Multiparking Semi-Automatic System: TrendVario 4200+

155 Spaces

Installed: 2016

One Henry Adams is a 2-building luxury residential site located in what is called "Showplace Square" in the Design District, surrounded by historic warehouse buildings, design shops, restaurants, parks, and public transportation. The site has a walk score of 93, and the building itself contains a clubhouse, landscaped grounds between the buildings, a terrace on the top layer with views of the city, The Grove restaurant on the ground floor, and many other amenities. Residents park safely in the enclosed garage, using Klaus 4200 TrendVario systems that provide 155 independently accessible spaces with automated sliding doors.



Pine and Franklin, San Francisco

Installed 2015

KLAUS Multiparking Semi- Automatic System: TrendVario Tandem

192 Spaces

Residential with commercial / retail on ground floor

Pine & Franklin is a multibuilding residential project in the Pacific Heights neighborhood adjacent to a Whole Foods grocery store and close to transit, shopping, restaurants and many other of San Francisco's attractions. It has a walk score of 99, and a transit score of 84. Residents park securely in Klaus TrendVario systems, and the design of the parking allows all 192 stalls to be accessed from a single drive aisle, while still providing ample throughput.



Since 2001, tobylongdesign and the CleverHomes brand have been leaders in the prefab construction industry, promoting progressive and next-generation construction ideologies across California and the Western US.

Our work on residential projects has grown over the last 21 years, from hundreds of single family homes, to the emerging market of prefab multifamily and mixed-use construction projects. We have been honored to work with many inspired developers, seeking a better way to build their projects.

We are on a simple mission to bring good design to the prefab industry, which has traditionally lacked a celebration of architecture

Toby Long, AIA NCARB

CA License: C-28651

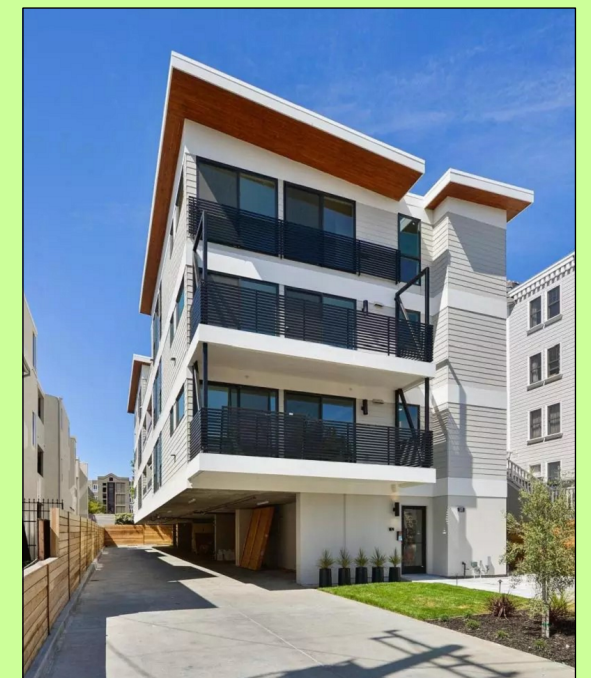
CO License: ARC00406364

NV License: #8740

WY License: C-3566

NC License: 15101

prefab multifamily and mixed-use projects



cleverhomes by tobylongdesign

6114 LA SALLE AVENUE #552, OAKLAND CA 94611
WWW.CLEVERHOMES.NET 415.905.9030 TOBY@CHXTLD.COM



3rd Street Apartments Cathedral City, CA

440 apartment units
150 room hotel
100,000 sqft commercial space

In Review
Approvals - Fall 2022
Construction - Fall 2023



Wall Avenue Apartments El Cerrito, CA

145 apartment units
3,000 sqft commercial space

In Design
Approvals - Completed
Construction - Spring 2022

Alameda Avenue Apartments El Cerrito, CA

90 apartment units
2,500 sqft commercial space

In Permitting
Approvals - Completed
Construction - Fall 2022



The Civic El Cerrito CA

50 apartment units
5 live-work spaces

In Permitting
Approvals - Completed
Construction - Spring 2022



Walnut Street Apartments
San Carlos, CA

12 apartment units

Completed - Summer 2018



El Camino Apartments
Menlo Park, CA

9 apartment units

In Permitting
Approvals - Completed
Construction - Spring 2022

Oakland Rose
Oakland, CA

8 condominiums

Approved
Construction - Summer 2022



Oakland Lofts
Oakland, CA

3 live-work spaces

Completed 2005



Evergreen Terrace
Austin, TX

90 condominiums

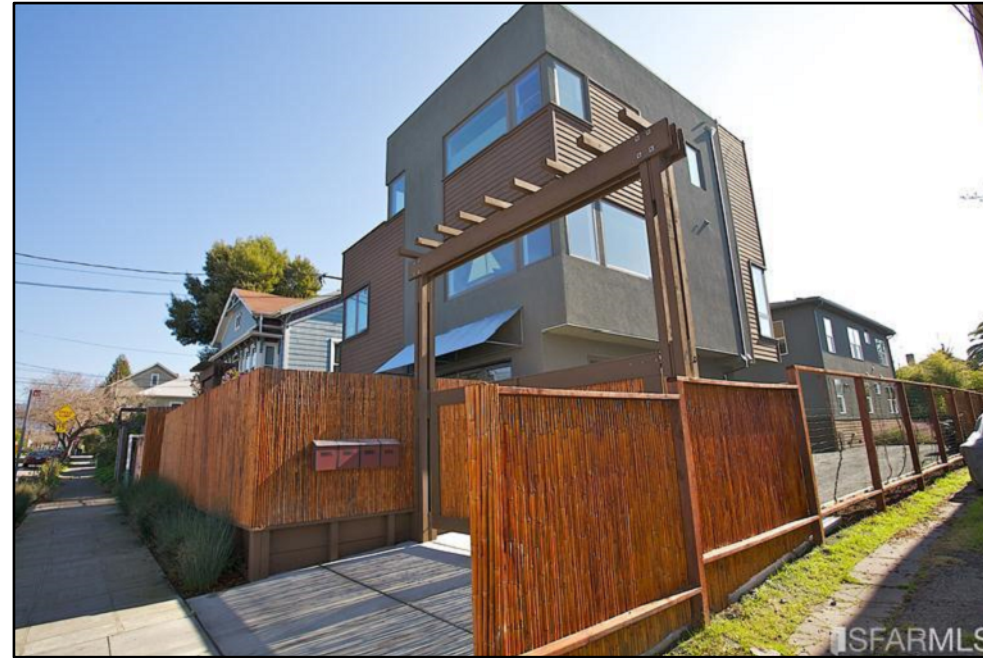
Approved
Construction - T.B.D.



Knoll Condos
Berkeley, CA

4 condominiums

Completed 2008



Elizabeth Street Condos
San Francisco, CA

4 condominiums
Completed 2008



Bernal Heights Townhomes
San Francisco, CA

4 townhomes

Completed 2009



Villas 3 at Obsidian
Mammoth Lakes, CA

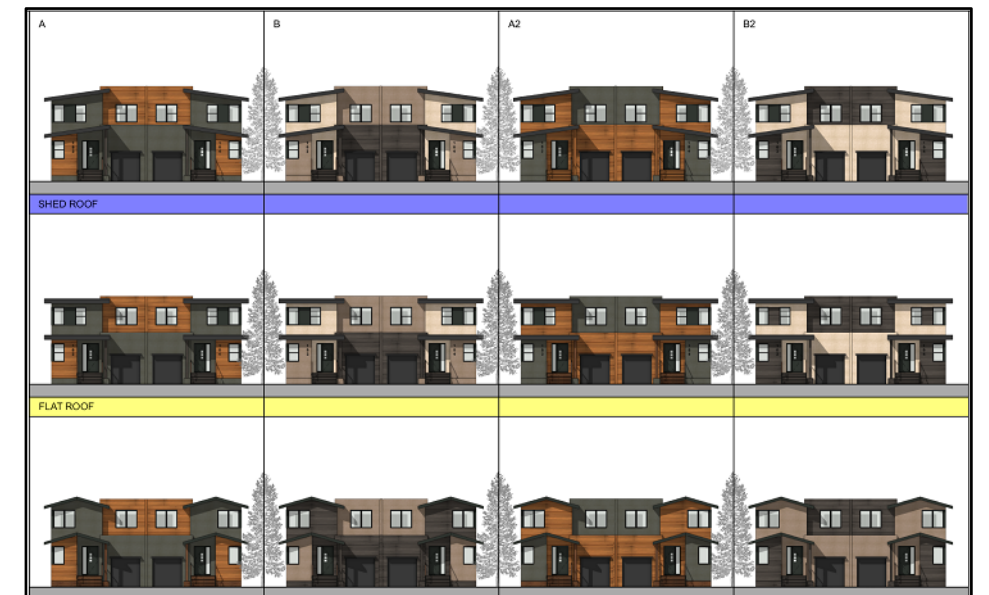
30 duplex units

Approvals - Spring 2022
Construction - Summer 2022

**Hopkins Village
Workforce Housing**
Truckee, CA

45 duplex units

Approvals - Completed
In Construction



**Jackson Hole
Workforce Housing**
Jackson, WY

12 units

Approvals - Summer 2022
Construction - Fall 2022



Shearman Development
Incline Village, NV

5 live-work units

Approvals - Fall 2022
Construction - Summer 2023



1330 ECR
Redwood City, CA

132 Units

Approvals - Summer 2022
Construction - Fall 2023

Langtree Condos
 Mooresville, NC

55 Luxury Units

Approvals - Summer 2022
Construction - Winter 2023



STAFF REPORT



Meeting Date:	Monday May 2, 2022	Meeting Title:	Regular Meeting
Submitting Department:	Finance	Presenter:	Kelly Thompson, Finance Director
Agenda Item:	Fiscal Year 2022 Budget - Amendment #3	Public Comment:	Yes

Purpose & Policy Considerations.

The purpose of this item is for Town Council to approve a resolution adopting amendments to the Town of Jackson's fiscal year 2022 budget.

Requested Action.

Staff requests that the Mayor & Council approve the attached resolution.

Recommendations.

Staff recommends that the Mayor & Council approve the attached resolution.

Background.

The annual adoption of the fiscal year budget, and subsequent amendments, are critical to the Town's ability to accomplish its purpose and mission. The budget is a vehicle for the Council to address Common Values and give staff resources to provide core services.

Analysis.

The attached resolution proposes modifications to the Town's current FY 2022 budget. The resolution represents the 2022 amended budget divided into budget divisions (Mayor & Council, Municipal Judge, Town Attorney, etc.). Significant items include budget amendment of \$90,000 Government Affairs and Strategic Consulting Services, \$521,000 for Rancher Complete Street improvements, \$71,850 for Classification and Compensation Study, \$214,575 for Chip Seal Project, \$600,000 for Intelligent Transportation Systems, \$370,500 for Microtransit professional services and \$69,386 for Transit Director Transition.

Possible Alternatives.

None

Comprehensive Plan & Priority Alignment.

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

- 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.

The proposed budget adjustments in the attached resolution include only the updates where current division estimates vary significantly from current budget. The proposed budget adjustments do not address small and relatively immaterial variances between expectations and budget.

Staff Impact.

Town Manager and Directors spend about 20 hours a month reviewing budget. About 10 hours is spent drafting quarterly budget amendments, Adoption of the resolution will require printing, signatures, and permanent record storage and archiving and will be approximately 1 hour of work by the Town Clerk.

Attachments or Links.

Resolution 22-12 adopting amendments to the Fiscal Year 2022 Budget.

Exhibit A – Schedule of Increases/Decreases.

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

I move to approve Resolution 22-12 adopting amendments to the fiscal year 2022 budget.

RESOLUTION 22-12

**A RESOLUTION ADOPTING AMENDMENTS TO THE FISCAL YEAR 2022 BUDGET
OF THE TOWN OF JACKSON.**

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

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

NOW THEREFORE BE IT RESOLVED by the Town Council of the Town of Jackson that the fiscal year 2022 budget is hereby amended as follows:

EXPENDITURES AND OTHER USES	Approved Budget	Increase (Decrease)	Amended Budget
Mayor & Town Council	395,091	-	395,091
Town Attorney	556,389	-	556,389
Municipal Judge	283,814	-	283,814
Administration	314,974	-	314,974
Town Clerk & Personnel	793,968	-	793,968
Finance	648,902	5,500	654,402
Community Development	659,432	4,933	664,365
Information Technology	863,612	-	863,612
Planning	923,094	4,839	927,933
Town-Wide Services	327,562	50,987	378,549
Town Facilities	739,306	-	739,306
Police - Administration	659,676	3,873	663,549
Police - Investigations	665,132	-	665,132
Police - Patrol	3,603,677	-	3,603,677
Police - Community Service	590,970	-	590,970
Police - Special Operations	25,176	-	25,176
Victim Services	348,470	-	348,470
Animal Shelter/Control	293,073	-	293,073
Building Inspections	449,750	-	449,750
Public Works Administration	348,125	2,411	350,536
Streets	1,852,771	-	1,852,771
Engineering	630,109	2,393	632,502
Yard Operations	49,709	-	49,709
Cemetery	26,646	-	26,646
Social Services	1,114,659	-	1,114,659
Community Initiatives	293,300	-	293,300
County-Budgeted Joint Programs	3,994,338	-	3,994,338
Transfers Out	8,155,686	270,000	8,425,686
Total General Fund	29,607,411	344,936	29,952,347
Affordable Housing	1,655,444	-	1,655,444
Total Affordable Housing Fund	1,655,444	-	1,655,444
Parking Exactions Fund	26,600	-	26,600
Total Parking Exactions Fund	26,600	-	26,600
Parks Exactions	30,000	-	30,000
Total Park Exactions	30,000	-	30,000
Employee Housing Fund	582,183	(1,600)	580,583
Total Employee Housing Fund	582,183	(1,600)	580,583
Animal Care Fund	20,000	-	20,000
Transfers Out	35,000	-	35,000
Total Animal Care Fund	55,000	-	55,000
Lodging Tax Fund	356,056	-	356,056
Transfers Out	1,139,738	-	1,139,738
Total Lodging Tax Fund	1,495,794	-	1,495,794
START Administration	1,657,769	9,600	1,667,369
START Operations	5,143,313	370,500	5,513,813
START Capital	5,468,567	600,000	6,068,567
START Transfers	107,188	-	107,188
Total START Fund Expenditures	12,376,837	980,100	13,356,937
Capital Outlay	6,495,862	736,575	7,232,437
Transfers Out	40,000	-	40,000
Total Capital Projects Fund	6,535,862	736,575	7,272,437

EXPENDITURES AND OTHER USES	Approved Budget	Increase (Decrease)	Amended Budget
Capital Outlay	70,585	-	70,585
Total 2006 SPET	70,585	-	70,585
Capital Outlay	-	-	-
Total 2010 SPET	-	-	-
Capital Outlay	221,416	-	221,416
Total 2014 SPET	221,416	-	221,416
Capital Outlay	20,000	-	20,000
Total 2016 SPET	20,000	-	20,000
Capital Outlay	712,194	(8,000)	704,194
Total 2017 SPET	712,194	(8,000)	704,194
Capital Outlay	6,266,634	-	6,266,634
Total 2019 SPET	6,266,634	-	6,266,634
Water Maintenance & Operation	951,140	1,207	952,347
Water Wells	254,374	-	254,374
Water Billing & Accounting	253,524	-	253,524
Water Capital Outlay & Improvements	1,433,393	21,000	1,454,393
Water Debt Service	66,970	-	66,970
Water Transfers Out	647,829	-	647,829
Sewage Plant Operations	1,091,877	1,207	1,093,084
Sewage Maint. & Operations	410,364	-	410,364
Sewage Billing & Accounting	254,045	-	254,045
Sewage Capital Outlay & Improvements	1,789,342	-	1,789,342
Sewage Transfers Out	647,829	-	647,829
Total Enterprise Funds	7,800,687	23,414	7,824,101
Employee Insurance	2,850,726	-	2,850,726
Total Insurance Fund	2,850,726	-	2,850,726
Fleet Expenditures	2,111,828	-	2,111,828
Total Fleet Management Fund	2,111,828	-	2,111,828
Central Equipment Expenses	549,500	-	549,500
Total Central Equipment Fund	549,500	-	549,500
IT Services	1,555,286	-	1,555,286
Total IT Service Fund	1,555,286	-	1,555,286
REVENUES AND OTHER SOURCES	Approved Budget	Increase (Decrease)	Amended Budget
Taxes	9,321,898	-	9,321,898
Licenses & Permits	1,279,143	-	1,279,143
Intergovernmental Revenue	12,440,525	-	12,440,525
Charges for Services	660,549	-	660,549
Fines & Forfeitures	350,000	-	350,000
Miscellaneous Revenue	370,463	-	370,463
Transfers In	1,515,945	-	1,515,945
Total General Fund	25,938,523	-	25,938,523
Licenses & Permits	250,000	-	250,000
Miscellaneous Revenue	12,400	-	12,400
Transfers In	1,530,444	-	1,530,444
Total Affordable Housing Fund	1,792,844	-	1,792,844
Licenses & Permits	101,000	-	101,000
Miscellaneous Revenue	14,500	-	14,500
Transfers In	250,000	-	250,000
Total Parking Exactions	365,500	-	365,500
Licenses & Permits	40,000	-	40,000
Miscellaneous Revenue	1,300	-	1,300
Total Park Exactions	41,300	-	41,300
Miscellaneous Revenue	543,060	-	543,060
Transfers In	500,000	-	500,000
Total Employee Housing Fund	1,043,060	-	1,043,060

REVENUES AND OTHER SOURCES	Approved Budget	Increase (Decrease)	Amended Budget
Miscellaneous Revenue	60,200	-	60,200
Total Animal Care Fund	60,200	-	60,200
Taxes	918,085	-	918,085
Miscellaneous Revenue	3,600	-	3,600
Total Lodging Tax Fund	921,685		921,685
Intergovernmental Revenue	9,157,670	330,000	9,487,670
Charges for Services	1,134,293	-	1,134,293
Miscellaneous Revenue	13,000	-	13,000
Transfers In	1,489,738	270,000	1,759,738
Total START Fund Revenues	11,794,701	600,000	12,394,701
Intergovernmental	667,434	-	667,434
Miscellaneous Revenue	161,341	-	161,341
Transfers In	5,450,242	-	5,450,242
Total Capital Projects Fund	6,279,017	-	6,279,017
Miscellaneous Revenue	2,200	-	2,200
Total 2006 SPET	2,200		2,200
Miscellaneous Revenue	1,400	-	1,400
Total 2010 SPET	1,400		1,400
Miscellaneous	15,100	-	15,100
Total 2014 SPET	15,100		15,100
Miscellaneous	3,300	-	3,300
Total 2016 SPET	3,300	-	3,300
Miscellaneous	4,100	-	4,100
Total 2017 SPET	4,100	-	4,100
Taxes	6,147,490	-	6,147,490
Miscellaneous	48,128	-	48,128
Total 2019 SPET	6,195,618	-	6,195,618
Water Intergovernmental	-	-	-
Water Charges for Services	2,839,893	-	2,839,893
Water Miscellaneous	79,720	-	79,720
Water Transfers In	20,000	-	20,000
Sewage Intergovernmental	50,000	-	50,000
Sewage Charges for Services	2,774,425	-	2,774,425
Sewage Miscellaneous	54,200	-	54,200
Sewage Transfers In	20,000	-	20,000
Total Enterprise Funds	5,838,238	-	5,838,238
Charges for Services	2,718,099	-	2,718,099
Miscellaneous Revenue	10,600	-	10,600
Total Employee Insurance Fund	2,728,699	-	2,728,699
Charges for Services	1,911,318	-	1,911,318
Miscellaneous Revenue	600	-	600
Transfers In	75,000	-	75,000
Total Fleet Management Fund	1,986,918	-	1,986,918
Charges for Services	582,300	-	582,300
Miscellaneous Revenue	3,900	-	3,900
Total Central Equipment Fund	586,200	-	586,200
Charges for Services	1,317,446	-	1,317,446
Miscellaneous Revenue	1,000	-	1,000
Total IT Service Fund	1,318,446	-	1,318,446

CHANGE OF FUND BALANCE	Approved Budget	Increase (Decrease)	Amended Budget
General Fund	(3,668,888)	(344,936)	(4,013,824)
Affordable Housing	137,400	-	137,400
Parking Exactions Fund	338,900	-	338,900
Park Exactions Fund	11,300	-	11,300
Employee Housing Fund	460,877	1,600	462,477
Animal Care Fund	5,200	-	5,200
Lodging Tax Fund	(574,109)	-	(574,109)
Start Fund	(582,136)	(380,100)	(962,236)
Capital Projects	(256,845)	(736,575)	(993,420)
2006 SPET	(68,385)	-	(68,385)
2010 SPET	1,400	-	1,400
2014 SPET	(206,316)	-	(206,316)
2016 SPET	(16,700)	-	(16,700)
2017 SPET	(708,094)	8,000	(700,094)
2019 SPET	(71,016)	-	(71,016)
Enterprise Funds	(1,962,449)	(23,414)	(1,985,863)
Employee Insurance Fund	(122,027)	-	(122,027)
Fleet Management Fund	(124,910)	-	(124,910)
Central Equipment Fund	36,700	-	36,700
IT Services Fund	(236,840)	-	(236,840)

PASSED, APPROVED, & ADOPTED this 2nd day of May , 2022

Town of Jackson

By: _____
Hailey Morton Levinson
Mayor

ATTEST:

By: _____
Riley Taylor
Town Clerk

Exhibit A -Schedule of Increases\Decreases**General Fund Expenditures and Other Uses****Administration**

Professional Services	90,000	Government Affairs and Strategic Consulting Services
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Finance

Auditing Services	5,500	Extra audit work for CARES Grant and Single Audit Requirements
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Community Development

Salaries & Benefits	4,933	Reclass Internship Expense to Departments
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Planning

Salaries & Benefits	4,839	Reclass Internship Expense to Departments
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Police - Administration

Salaries & Benefits	3,873	Reclass Internship Expense to Departments
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Public Works Administration

Salaries & Benefits	2,411	Reclass Internship Expense to Departments
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Engineering

Salaries & Benefits	2,393	Reclass Internship Expense to Departments
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Town-Wide Services

Internships	(20,863)	Reclass Internship Expense to Departments
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Professional Services	71,850	Classification and Compensation Study approved at 2/7/2022 Council Meeting
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Transfers Out

Transfer to Start Bus System	270,000	Intelligent Transportation Systems approved at 2/7/2022 JIM Meeting
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Total General Fund

<u>434,936</u>

Special Revenue Fund Expenditures and Other Uses**Employee Housing Fund**

R&M - Heidelberg	(9,600)	Master Lease dedicated to START
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R&M - 455 #1 Vine Street	8,000	Unbudgeted carpet and painting repairs
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START Administration

R&M - Heidelberg	9,600	Master Lease dedicated to START
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Professional Services	69,386	Transit Director & Operations Manager Transition, net with salaries
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Salaries & Benefits	(69,386)	Transit Director & Operations Manager Transition, net with salaries
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START Operations

Microtransit - East Jackson	370,500	Service increase approved at 2/7/2022 JIM Meeting
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START Capital

ITS Technology	600,000	Intelligent Transportation Systems approved at 2/7/2022 JIM Meeting
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Total Special Revenue Funds

<u>978,500</u>

Capital Project Fund Expenditures and Other Uses**Capital Projects Fund**

Rancher St - Water, Complete	500,000	Rancher Street approved at 2/22/2022 Council Meeting
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Annual Street Reconstruction	214,575	20222 Chip Seal Project approved at 3/7/2022 Council Meeting
------------------------------	---------	--

Si Ferrin Commercial Remodel	147,000	Construction, Furniture, Fixtures to Convert to office use
------------------------------	---------	--

Upper Deck Concrete Sealing &	(125,000)	Offset for Si Ferrin Commercial Remodel
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2017 SPET Fund

Center Street Pedestrian Improvements	(8,000)	Over budgeted, no SPET funds remaining
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Total Capital Project Funds

<u>728,575</u>

Water Fund Expenditures and Other Uses**Maintenance & Operations**

Salaries & Benefits	1,207	Reclass Internship Expense to Departments
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Capital Outlay

Rancher Street	21,000	Rancher Street approved at 2/22/2022 Council Meeting
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Total Water Fund	22,207	
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Sewage Fund Expenditures and Other Uses**Plant Operations**

Salaries & Benefits	1,207	Reclass Internship Expense to Departments
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Total Sewage Fund	1,207	
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Total Expenditures and Other Uses	2,165,425	
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Special Revenue Fund**START Fund**

Teton County Grant - Capital	330,000	Intelligent Transportation Systems approved at 2/7/2022 JIM Meeting
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Transfer In - General Fund	270,000	Intelligent Transportation Systems approved at 2/7/2022 JIM Meeting
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Total Special Revenue Fund	600,000	
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Total Revenues and Other Sources	600,000	
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ORDINANCE H

AN ORDINANCE AMENDING AND REENACTING SECTION 1 OF TOWN OF JACKSON ORDINANCE NOS. 1216 AND 1217; SECTION 2 OF TOWN OF JACKSON ORDINANCE NO. 1074 (PART); AND SECTIONS 2.2.8 AND 2.2.9 OF THE TOWN OF JACKSON LAND DEVELOPMENT REGULATIONS REGARDING MAXIMUM ALLOWED HEIGHT AND STORIES OF DETACHED HOMES AND DUPLEX BUILDINGS IN THE NEIGHBORHOOD MEDIUM DENSITY – 2 (NM-2) DISTRICT AND NEIGHBORHOOD HIGH DENSITY (NH-1) DISTRICT.

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 Town of Jackson Ordinance Nos. 1216 and 1217; Section 2 of Town of Jackson Ordinance No. 1074 (part); and Sections 2.2.8 and 2.2.9 of the Town of Jackson Land Development Regulations are hereby amended and reenacted to read as follows:

(See next page)

2.2.8. NM-2: Neighborhood Medium Density-2 (3/6/19, Ord. 1216)

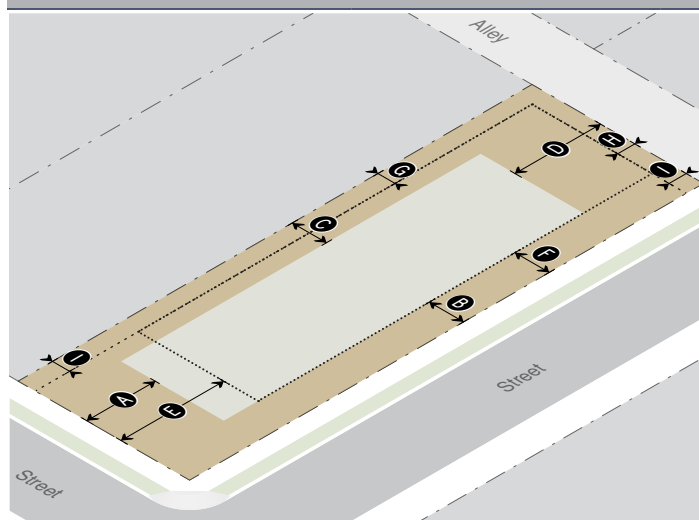
A. Intent

1. General Intent: The intent of the Neighborhood Medium Density-2 (NM-2) zone is to provide for medium to higher density residential development and to promote workforce housing types using a broad range of detached and attached residential types in a pedestrian-oriented environment. The size of individual buildings will be limited in order to respect and enhance the character and cohesiveness of existing residential neighborhoods. This zone is intended for Transitional neighborhoods where increased residential density and workforce housing are intended.
2. Buildings: Buildings of 3 or more attached units can be up to 3 stories in height. Multiple detached buildings or multiple attached units on a site is common. No more than 8 units will be permitted within an individual building. Incentives are provided to encourage variety in roof pitch and design.
3. Parking: Parking is provided primarily on-site in garages or with surface spaces. Parking is typically accessed from a primary street or alley if present.
4. Land Use: The full spectrum from a detached home to an 8-unit apartment/condo building is allowed.
5. Comprehensive Plan: Based primarily on Subarea 3.2 in the Comprehensive Plan

B. Physical Development

Standards applicable to physical development are provided in this Section. Where a cross-reference is listed, see the referenced division or section for additional standards. Standards in Article 5 apply unless stated otherwise.

1. Lot Standards



Primary Building Setbacks

(Sec. 9.4.8.)

Primary street (min)	20'	A
Secondary street (min)	10'	B
Side interior (min)	10'	C
Rear (min)	20'	D

Accessory Structure Setbacks

(Sec. 9.4.8.)

Primary street (min)	30'	E
Secondary street (min)	10'	F
Side interior (min)	5'	G
Rear (min)	5'	
Rear alley (min)	10'	H

Site Development Setbacks

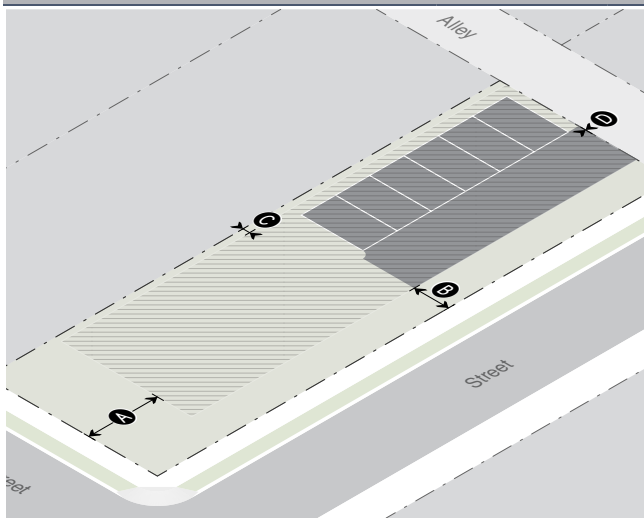
All site development, excluding driveways, sidewalks, or parking.

Primary/secondary street (min)	Same as primary building	
Side interior/rear (min)	5'	I

Landscaping

(Div. 5.5.)

Landscape surface ratio (min)	(9.4.6.D.)
Detached Dwelling	.45
Apartments/ Attached Dwellings	.21 & 70% in front 1/3 of lot
All other allowed uses	.35
Plant units (min)	
Detached Dwelling and Duplex	1 per unit
All other uses	1/1,000 sf of landscape area
Parking Lot (all uses)	1 per 12 parking spaces

2. Vehicle Access Standards**Access**

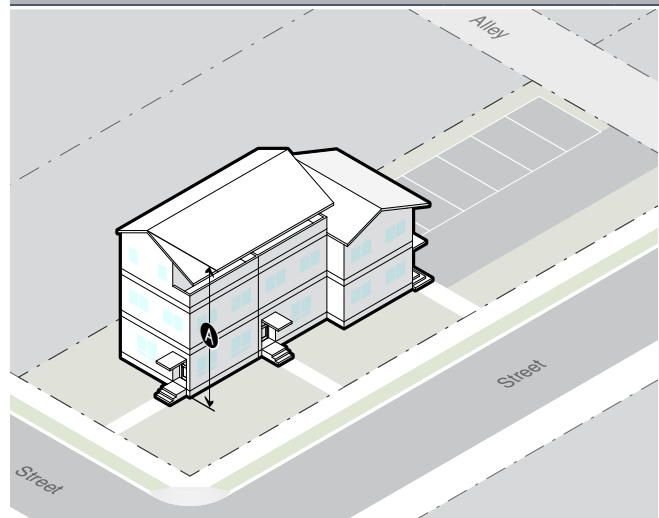
Primary street	Allowed
Secondary street	Allowed
Alley	Allowed
Curb-cut width (max)	20' per 100' of lot frontage or 40% of lot frontage, whichever is less

Driveway width in primary/secondary street setback (max)	20'
--	-----

Parking Setbacks

Primary street* (min)	20'	A
Secondary street* (min)	20'	B
Side interior (min)	1'	C
Rear (min)	5'	
Rear alley (min)	0'	D

* Excludes 20' max driveway allowed in primary/secondary street setback

3. Bulk & Mass Standards**Primary Building Height**

(Sec. 9.4.9.)

1 detached unit or 2 attached units**A**Height (max): roof pitch ≤ 3/122 stories, not to exceed 26'Height (max): roof pitch 4/12, 5/122 stories, not to exceed 28'Height (max): roof pitch ≥ 6/122 stories, not to exceed 30'3 or more attached units**A**Height (max): roof pitch ≤ 3/123 stories, not to exceed 35'Height (max): roof pitch 4/12, 5/123 stories, not to exceed 37'Height (max): roof pitch ≥ 6/123 stories, not to exceed 39'**Accessory Structure Height**

(Sec. 9.4.9.)

All accessory structures (max)	14'
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Scale of Development

(Sec. 9.4.13.)

Floor area ratio (FAR max)

Detached Dwelling	.30
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All other allowed uses	.40
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Deed restricted housing exemption	(Sec. 7.8.3.)
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Workforce housing floor area bonus	(Sec. 7.8.4.)
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Individual building (max gross floor area)	10,000 sf
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2.2.9. NH-1: Neighborhood High Density 1

(3/6/19, Ord. 1217)

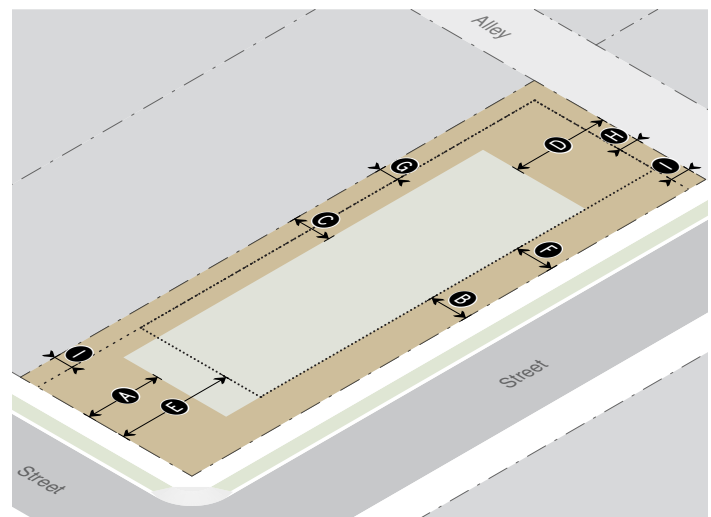
A. Intent

1. General Intent: The intent of the Neighborhood High Density 1 (NH-1) zone is to provide for high density residential development and to promote workforce housing types using a broad range of attached residential types in a pedestrian-oriented environment. The size of individual buildings will be limited by the application of required dimensional standards, such as FAR, setbacks, and parking, and not by a prescribed standard. Care will be given to ensure that new development respects and enhances the character and cohesiveness of existing residential neighborhoods. This zone is intended for Transitional neighborhoods where increased residential density and workforce housing are intended.
2. Buildings: Buildings of 3 or more attached units can be up to 3 stories in height. Single or multiple detached buildings, each building with multiple units, on a site is common. Incentives are provided to encourage variety in roof pitch and design.
3. Parking: Parking is provided primarily on-site in surface or underground garages or with surface parking. Parking is typically accessed from a primary street or alley if present.
4. Land Use: The full spectrum from a detached home to whatever size building can fit the site based on the minimum required density (17.4 units/acre) and the dimensional limitations, such as FAR, setbacks, and parking. Apartments take the place of ARUs because they provide greater flexibility.
5. Comprehensive Plan: Based primarily on Subarea 3.2 in the Comprehensive Plan.

B. Physical Development

Standards applicable to physical development are provided in this Section. Where a cross-reference is listed, see the referenced division or section for additional standards. Standards in Article 5 apply unless stated otherwise.

1. Lot Standards



Primary Building Setbacks

(Sec. 9.4.8.)

Primary street (min)	20'	A
Secondary street (min)	10'	B
Side interior (min)	10'	C
Rear (min)	20'	D

Accessory Structure Setbacks

(Sec. 9.4.8.)

Primary street (min)	30'	E
Secondary street (min)	10'	F
Side interior/rear (min)	5'	G
Rear alley (min)	10'	H

Site Development Setbacks

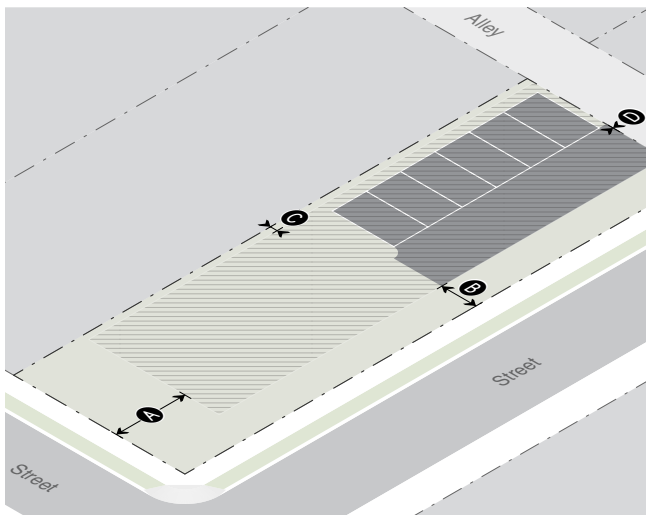
All site development, excluding driveways, sidewalks, or parking.

Primary/secondary street (min)	Same as primary building	
Side interior/rear (min)	5'	I

Landscaping

(Div. 5.5.)

Landscape surface ratio (min)	(9.4.6.D.)
Apartments/Attached Dwellings	.21 & 70% in front 1/3 of lot
All other allowed uses	.30
Plant units (min)	
Detached Dwelling and Duplex	1 per unit
All other uses	1/1,000 sf of landscape area
Parking Lot (all uses)	1 per 12 parking spaces

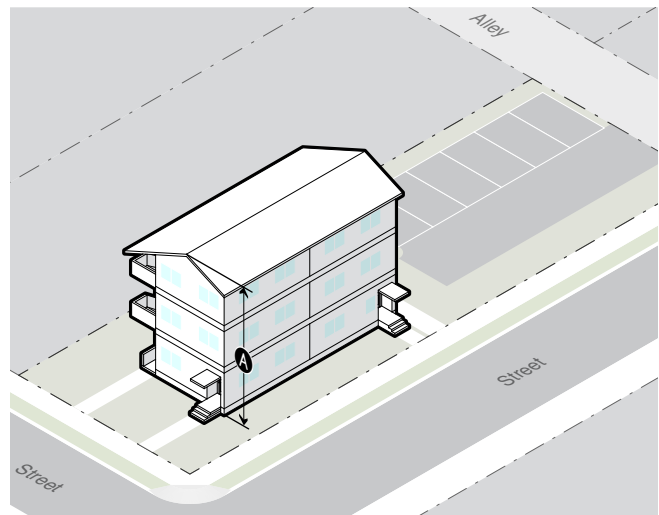
2. Vehicle Access Standards**Access**

Primary street	Allowed
Secondary street	Allowed
Alley	Allowed
Curb-cut width (max)	20' per 100' of lot frontage or 40% of lot frontage, whichever is less
Driveway width in primary/secondary street setback (max)	20'

Driveway Setbacks

Primary street* (min)	20'	A
Secondary street* (min)	10'	B
Side interior (min)	1'	C
Rear (min)	5'	
Rear alley (min)	0'	D

* Excludes 20' max driveway allowed in primary/secondary street setback

3. Bulk & Mass Standards**Design Guidelines**

(Div. 5.8.)

The Design Guidelines apply to all residential and nonresidential development of three attached units or greater, except where exempted by Planning Director for additions of 20% or less that are consistent with existing architecture.

Primary Building Height

(Sec. 9.4.9.)

1 detached unit or 2 attached units**A**Height (max): roof pitch $\leq$ 3/122 stories, not to exceed 26'Height (max): roof pitch 4/12, 5/122 stories, not to exceed 28'Height (max): roof pitch $\geq$ 6/122 stories, not to exceed 30'3 or more attached units**A**Height (max): roof pitch $\leq$ 3/12

3 stories, not to exceed 35'

Height (max): roof pitch 4/12, 5/12

3 stories, not to exceed 37'

Height (max): roof pitch $\geq$ 6/12

3 stories, not to exceed 39'

Accessory Structure Height

(Sec. 9.4.9.)

All accessory structures (max)

14'

Scale of Development

(Sec. 9.4.13.)

Floor area ratio (FAR max)

.40

Deed restricted housing exemption

(Sec. 7.8.3.)

Workforce housing floor area bonus

(Sec. 7.8.4.)

Individual Building (max gross floor area)

10,000 sf

SECTION II.

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

SECTION III.

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 VI.

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

PASSED 1ST READING THE _____ DAY OF _____, 2022.

PASSED 2ND READING THE _____ DAY OF _____, 2022.

PASSED AND APPROVED THE _____ DAY OF _____, 2022.

TOWN OF JACKSON

BY: _____
Hailey Morton Levinson, Mayor

ATTEST:

BY: _____
Riley Taylor, 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.

Riley Taylor, Town Clerk

STAFF REPORT



Meeting Date:	May 2, 2022	Meeting Title:	Regular
Submitting Department:	Legal	Presenter:	Lea Colasuonno
Agenda Item:	Title 9: Public Peace, Morals and Welfare	Public Comment:	Yes

Purpose & Policy Considerations.

The purpose of this item is for Council to review and consider the technical redline draft of Title 9.

Requested Action.

The requested action is that Council review and consider the technical redline draft of Title 9.

Recommendations.

Staff recommends Council review and consider the redline draft of Title 9, direct staff to revise it, or support it as presented and move to approve Title 9 on first reading.

Background.

Council previously reviewed and considered policy issues in Title 9 and directed staff with respect to each policy issue, as well as directed staff to make technical changes to the Title and present the draft at a future meeting.

Analysis.

The key policy questions and direction for each was as follows below.

- 1) Council directed that that staff should repeal ordinances in Title 9 for which i) there is a state law and ii) because of the nature of the offense, charging it in the municipal system is inappropriate, and the specific ordinances that this affected were:
 - a. Bringing weapons, tools or intoxicating drinks in jail.
 - b. Impersonating officers.
 - c. False alarm (for need for fire services, police, or ambulance assistance).
 - d. Aiding prisoners escape.
 - e. Following fire apparatus and/or driving over fire hose.
 - f. Theft, taking and using property without consent of owner, and receiving stolen goods.
 - g. Buying, selling, possession, or concealing articles which have identifying marks removed.
 - h. Gambling (which ostensibly adopted, in full, the state code into the Jackson Municipal Code).
 - i. Drawing dangerous weapons.
- 2) Council directed that staff repeal the provision regarding employment discrimination because in a landmark ruling issued on June 15, 2020, the U.S. Supreme Court held in *Bostock v. Clayton County, Georgia*, that an employer who fires or otherwise discriminates against an individual simply for being gay or transgender does so “because of . . . sex,” in violation of Title VII of the Civil Rights Act of 1964, thus enshrining this prohibition in federal law, providing any person so discriminated against a full panoply of federal legal options and tools.
- 3) Council directed that staff rewrite the noise provisions of Title 9, and that has been done and is available in the draft attached for Council consideration. Please note, Council has never seen this text and staff particularly wants to highlight that staff is recommending a policy change to limit construction noise in residential areas between the hours of 7p.m. and 7a.m. (commercial zones would remain exempt). Currently there is no limit on construction noise, making it lawful 24 hours a day / 7 days a week.

Provisions staff previously recommended repealing and Council approved, were:

- A. Chapter 9.08, Emergency regulations for mob action or civil disobedience: There is no legal authority for this Chapter, and it was repealed in its entirety.
- B. Chapter 9.16.040, Criminal Provocation: This is, as written, likely unconstitutional, and it was repealed. (Please remember that laws surrounding breach of peace are legal and already available to address like situations.)
- C. Chapter 9.56, Newspaper rack damage: This is not needed, and it was repealed in its entirety. (Please remember there are adequate general provisions to prosecute an individual for damaging or destroying the property of another person.)

Finally, provisions staff recommended adding and Council approved, were:

- A. Criminal Entry.
- B. Obstructive or disruptive conduct within governmental facilities prohibited.

Possible Alternatives.

In its review and consideration, Council is at liberty to provide direction it sees fit for any provision in this Title.

Comprehensive Plan & Priority Alignment.

N/A

Fiscal Impact.

The fiscal impact of this item is minimal and involves only publishing the ordinance.

There are no fees in Title 9.

Other indirect, tangential fiscal impacts include the collection of fines from criminal citations issued pursuant to Title 9, however, the Title is not changing in substantive ways that would change fine collection.

Staff Impact.

The staff impact of updating titles of the Municipal Code is significant. The largest impact is in the Legal Department, as it involves the Town Attorney reviewing, evaluating and rewriting, as needed, each subsection. Significant impact is also felt in the Police and Administration Departments, as well as the Town Clerk's Office, as these are critical partners in revamping each title.

Attachments or Links.

Draft Ordinance J Clean Version

Draft Ordinance J Redline

Suggested Motion.

If approved as presented:

I move to approve Ordinance J on first reading.

If Council desires changes to the Ordinance at first reading:

I move to approve Ordinance J on first reading, with the changes discussed and directed at this meeting.

ORDINANCE J

AN ORDINANCE AMENDING AND REENACTING SECTION 1 OF THE TOWN OF JACKSON ORDINANCE NOS. 15, 89, 111, 115, 150, 162, 182 (PART), 294, 295, 590, 594, 610, 612, 635, 639, 725, 750, 797, 820, 822, 874 THROUGH 877, 950, 1014, 1064 THROUGH 1066, 1104 THROUGH 1106, 1177 AND 1200; SECTION 2 OF TOWN OF JACKSON ORDINANCE NOS. 111, 115, 150, 162, 335, 433, 878 AND 879; SECTION 3 OF TOWN OF JACKSON ORDINANCE NOS. 111, 115, 150, 162, AND 879; SECTION 4 OF TOWN OF JACKSON ORDINANCE NOS. 14, 111, 115, 150, AND 162; SECTION 5 OF TOWN OF JACKSON ORDINANCE NOS. 150 AND 162; SECTION 6 OF TOWN OF JACKSON ORDINANCE NO. 131; SECTION 7 OF TOWN OF JACKSON ORDINANCE NOS. 14, 150, AND 162; SECTION 8 OF TOWN OF JACKSON ORDINANCE NOS. 14 AND 162; SECTIONS 9 AND 10 OF TOWN OF JACKSON ORDINANCE NOS. 162 AND 289; SECTIONS 11 THROUGH 15, 18 THROUGH 20, 22, 24, AND 26 THROUGH 31 OF TOWN OF JACKSON ORDINANCE NO. 162; SECTIONS 13 AND 14 OF TOWN OF JACKSON ORDINANCE NO. 289; AND SECTIONS 9.04.010 THROUGH 9.68.040 OF THE TOWN OF JACKSON MUNICIPAL CODE.

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 Town of Jackson Ordinance Nos. 15, 89, 111, 115, 150, 162, 182 (part), 294, 295, 590, 594, 610, 612, 635, 639, 725, 750, 797, 820, 822, 874 through 877, 950, 1014, 1064 through 1066, 1104 through 1106, 1177 and 1200; Section 2 of Town of Jackson Ordinance Nos. 111, 115, 150, 162, 335, 433, 878 and 879; Section 3 of Town of Jackson Ordinance Nos. 111, 115, 150, 162, and 879; Section 4 of Town of Jackson Ordinance Nos. 14, 111, 115, 150, and 162; Section 5 of Town of Jackson Ordinance Nos. 150 and 162; Section 6 of Town of Jackson Ordinance No. 131; Section 7 of Town of Jackson Ordinance Nos. 14, 150, and 162; Section 8 of Town of Jackson Ordinance Nos. 14 and 162; Sections 9 and 10 of Town of Jackson Ordinance Nos. 162 and 289; Sections 11 through 15, 18 through 20, 22, 24, and 26 through 31 of Town of Jackson Ordinance Nos. 162; Sections 13 and 14 Town of Jackson Ordinance No. 289; and Sections 9.04.010 through 9.68.040 of the Town of Jackson Municipal Code are hereby amended and reenacted to read as follows: **Exhibit A**, copies of which are on file in the office of the Town Clerk and on the Town of Jackson website and available for inspection.

SECTION II.

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

SECTION III.

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 IV.

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

PASSED 1ST READING THE DAY OF 2022.
PASSED 2ND READING THE DAY OF 2022.
PASSED AND APPROVED THE DAY OF 2022.

TOWN OF JACKSON

ATTEST:

Hailey Morton Levinson, Mayor

Riley Taylor, Town Clerk

ATTESTATION OF TOWN CLERK

STATE OF WYOMING)
) ss.
COUNTY OF TETON)

I hereby certify that the foregoing Ordinance ____ 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.

Riley Taylor, Town Clerk

TITLE 9 PUBLIC PEACE, MORALS AND WELFARE

Chapters:

- 9.04 OBSTRUCTING POLICE AND FIRE DEPARTMENTS
- 9.08 EMERGENCY REGULATIONS FOR MOB ACTION OR CIVIL DISOBEDIENCE Repealed.
(Ord. _____ § ____, 2022)
- 9.12 ACTIONS FOR VIOLATIONS OF ORDINANCES Repealed. (Ord. _____ § ____, 2022)
- 9.16 ASSAULT AND BATTERY - AFFRAY – UNLAWFUL CONTACT OR TOUCHING – PROVOCATION
- 9.20 LARCENY AND SHOPLIFTING
- 9.24 SLANDER Repealed. (Ord. 1107 § 1, 2016)
- 9.26 ILLEGAL DISCRIMINATION
- 9.28 INDECENCY AND IMMORALITY
- 9.32 GAMBLING Repealed. (Ord. _____ § ____, 2022)
- 9.34 CRUELTY TO ANIMALS
- 9.36 INTOXICATION
- 9.40 DISORDERLY CONDUCT
- 9.44 EXCESSIVE NOISE
- 9.48 VAGRANCY Repealed. (Ord. 1060, § 1, 2014)
- 9.50 MARIJUANA USE
- 9.52 INJURY TO OR DESTRUCTION OF PROPERTY
- 9.54 UNLAWFUL REMOVAL OR DESTRUCTION OF NEWSPAPERS
- 9.56 TRESPASS--UNAUTHORIZED ACCESS TO UTILITIES
- 9.60 CONSUMER PROTECTION (Reserved)
- 9.64 CONTRIBUTING TO DELINQUENCY--USE OF LIQUOR/TOBACCO OR NICOTINE
- 9.68 POSSESSION OR USE OF WEAPONS

Chapter 9.04
OBSTRUCTING POLICE AND FIRE DEPARTMENTS

Sections:

- 9.04.010 Bringing weapons, tools or intoxicating drinks in jail. Repealed. (Ord. ____ § ____, 2022)
- 9.04.020 Impersonating officers. Repealed. (Ord. ____ § ____, 2022)
- 9.04.030 False alarms. Repealed. (Ord. ____ § ____, 2022)
- 9.04.040 False record of crime.
- 9.04.050 Interference with Police Department.
- 9.04.060 Aiding prisoners to escape. Repealed. (Ord. ____ § ____, 2022)
- 9.04.070 Following fire apparatus and/or driving over fire hose. Repealed. (Ord. ____ § ____, 2022)

9.04.010 Bringing weapons, tools or intoxicating drinks in jail. (Repealed).
(Ord. ____ § ____, 2022; Ord. 289 § 9, 1982; Ord. 14 § 7, 1926.)

9.04.020 Impersonating officers. (Repealed)
(Ord. ____ § ____, 2022; Ord. 289 § 10, 1982; Ord. 15 § 1, 1926.)

9.04.030 False alarms. (Repealed)
(Ord. ____ § ____, 2022; Ord. 162 § 26, 1973.)

9.04.040 False record of crime.
A. It is unlawful for any person to make, or file with, the police department of the Town any false, misleading, or deceptive statement or report concerning the commission or alleged commission of any crime, or of the existence of an emergency occurring within the Town.
(Ord. ____ § ____, 2022; Ord. 162 § 27, 1973.)

9.04.050 Interference with police.
A. Interference or Resisting Officer. It is unlawful for any person to obstruct, impede, interfere with, or resist any peace officer, while the officer is engaged in the lawful performance of their official duties.
B. Escape. It is unlawful for any person to escape or attempt to escape from the official custody of a peace officer or to assist or attempt to assist in the escape of any person from the official custody of a peace officer.
C. Cruelty to or Interference with Official Animals. It is unlawful for any person to knowingly torture, torment, tease, beat, kick, strike, mutilate, or injure any official animal or to interfere with or meddle with the lawful performance of an official animal. For the purposes of this section, an official animal includes any certified police dog, police horse, fire dog, or search and rescue dog.
(Ord. ____ § ____, 2022; Ord. 295 § 1, 1982; Ord. 162 § 28, 1973.)

9.04.060 Aiding prisoners to escape. (Repealed)
(Ord. ____ § ____, 2022; Ord. 1104 § 1, 2016; Ord. 162 § 31, 1973.)

9.04.070 Following fire apparatus and/or driving over fire hose. (Repealed)
(Ord. ____ § ____, 2022; Ord. 162 § 29, 1973.)

Chapter 9.08
EMERGENCY REGULATIONS FOR MOB ACTION OR CIVIL DISOBEDIENCE

Repealed
(Ord. _____ § _____, 2022; Ord. 115 §§ 1-4, 1968)

Chapter 9.12
ACTIONS FOR VIOLATIONS OF ORDINANCES

Repealed
(Ord. 871 § 1, 2008; Ord. 162 §§ 32-38, 1973)

Chapter 9.16
ASSAULT AND BATTERY - AFFRAY –
UNLAWFUL CONTACT OR TOUCHING - PROVOCATION

Sections:

9.16.010 Assault.

9.16.020 Battery.

9.16.025 Unlawful Contact or Touching.

9.16.030 Affray.

9.16.040 Criminal provocation. Repealed. (Ord. _____ § ____, 2022)

9.16.010 Assault.

It is unlawful for any person, having the present ability to do so, to attempt to cause bodily injury to another person by use of physical force.

(Ord. _____ § ____, 2022; Ord. 1105 § 1, 2016; Ord. 162 § 1, 1973.)

9.16.020 Battery.

It is unlawful for any person to intentionally, knowingly, or recklessly cause bodily injury to another person by use of physical force.

(Ord. _____ § ____, 2022; Ord. 1105 § 1, 2016; Ord. 162 § 2, 1973.)

9.16.025 Unlawful Contact or Touching.

A. It is unlawful for any person to:

1. touch another person in a rude, insolent, or angry manner without intentionally using sufficient physical force to cause bodily injury to another; or
2. recklessly cause bodily injury to another person.

(Ord. _____ § ____, 2022; Ord. 1105 § 1, 2016; Ord. 162 § 2, 1973.)

9.16.030 Affray.

It is unlawful for any person to physically fight by agreement with one or more persons in a public place. This section shall not apply to active participants of organized sporting events.

(Ord. _____ § ____, 2022; Ord. 1105 § 1, 2016; Ord. 162 § 3, 1973.)

9.16.040 Criminal provocation. (Repealed)

(Ord. _____ § ____, 2022; Ord. 1105 § 1, 2016; Ord. 162 § 4, 1973.)

Chapter 9.20
LARCENY AND SHOPLIFTING

Sections:

9.20.010 Petit larceny. Repealed. (Ord. _____ § ____, 2022)

9.20.015 Theft

9.20.020 Receiving stolen goods. Repealed. (Ord. _____ § ____, 2022)

9.20.030 Taking and using property without consent of owner. Repealed. (Ord. _____ § ____, 2022)

9.20.040 Shoplifting--Defined.

9.20.050 Shoplifting--Reasonable detention and interrogation of person suspected.

9.20.060 Shoplifting--Reasonable detention defense against action brought by person detained.

Repealed. (Ord. _____ § ____, 2022)

9.20.070 Shoplifting--Penalty. Repealed. (Ord. _____ § ____, 2022)

9.20.080 Buying, selling, possessing or concealing articles which have identifying marks removed.

Repealed. (Ord. _____ § ____, 2022)

9.20.010 Petit larceny (Repealed).

(Ord. _____ § ____, 2022; Ord. 874 § 1, 2008; Ord. 725 § 1, 2003; Ord. 162 § 12, 1973.)

9.20.015 Theft

A. It is unlawful for any person to knowingly take or exercise unauthorized control over or make an unauthorized transfer of an interest in the property of another person with the intent to deprive the other person of the property.

B. For the purposes of this section, the value of the property shall be less than \$1000.

(Ord. _____ § ____, 2022.)

9.20.020 Receiving stolen goods. (Repealed)

(Ord. _____ § ____, 2022; Ord. 162 § 13, 1973.)

9.20.030 Taking and using property without consent of owner. (Repealed).

(Ord. _____ § ____, 2022; Ord. 162 § 14, 1973.)

9.20.040 Shoplifting--defined.

It is unlawful for any person to willfully conceal or willfully take possession of any goods offered for sale by a wholesale or retail store or other mercantile establishment, without the knowledge or consent of the owner and with intent to convert the goods to his own use without paying the purchase price.

(Ord. _____ § ____, 2022; Ord. 111 § 1, 1968.)

9.20.050 Shoplifting--Reasonable detention and interrogation of person suspected of shoplifting; defense in civil or criminal action.

A. Any merchant or an employee thereof who has reasonable suspicion to believe a person committed the crime of shoplifting, as defined in Section 9.20.040, and immediately reports the suspected shoplifting to the police department, may detain such person in a reasonable manner and for a reasonable time. If a peace officer does not arrive within a reasonable time, then the person shall be released. Any peace officer who responds and has reasonable suspicion to believe a person has committed the crime of shoplifting may further detain and question the person in regard to the suspected violation in a reasonable manner, for a reasonable time, and in accordance with the person's constitutional rights.

EXHIBIT A

- B. In a civil or criminal action based upon a detention or interrogation pursuant to this section, it is a defense that the peace officer, merchant, or merchant's employee had reasonable cause to believe the person committed the offense of shoplifting, as defined in Section 9.20.040, and that the detention or interrogation were conducted in a reasonable manner, for a reasonable time from the initial detention of the person, and in accordance with the person's constitutional rights.

(Ord. ____ § ____, 2022; Ord. 111 § 2, 1968.)

9.20.060 Shoplifting--Reasonable detention defense against action brought by person detained. (Repealed).

(Ord. ____ § ____, 2022; Ord. 111 § 3, 1968.)

9.20.070 Shoplifting--Penalty. (Repealed)

(Ord. ____ § ____, 2022; Ord. 111 § 4, 1968.)

9.20.080 Buying, selling, possessing or concealing articles which have identifying marks removed. (Repealed)

(Ord. ____ § ____, 2022; Ord. 294 § 1, 1982.)

Chapter 9.24
SLANDER

Repealed
(Ord. 1107 § 1, 2016; Ord. 162 § 17, 1973.)

Chapter 9.26
ILLEGAL DISCRIMINATION

Sections:

- 9.26.010 Legislative findings.
- 9.26.020 Declaration of policy, purpose and intent.
- 9.26.030 Definitions.
- 9.26.040 Employment discrimination prohibited. Repealed. (Ord. _____ § ____, 2022)
- 9.26.050 Places of public accommodation; discrimination prohibited.
- 9.26.060 Housing; discrimination prohibited.
- 9.26.070 Other prohibited acts.
- 9.26.080 Retaliation.
- 9.26.090 Discriminatory effects.
- 9.26.100 Exceptions.
- 9.26.110 First amendment rights.
- 9.26.120 Violation and remedy.
- 9.26.130 Repealed.

9.26.010. Legislative findings.

- A. The Town of Jackson ("Town") is composed of and welcomes diverse individuals, groups, and communities.
- B. The Town values this diversity and encourages all residents and visitors to contribute to the commercial life and activities of Jackson, and to the cultural and social life of the Town.
- C. Discrimination and discriminatory practices based on sexual orientation or gender identity or expression inhibit and restrict the economic growth and opportunities of Jackson and its citizens and visitors, as well as the cultural, social and commercial activities and life of the Town.
- D. Discrimination disturbs or jeopardizes the public health, safety and welfare of the Town.
- E. While the vast majority of housing providers and places of public accommodation within the Town do not discriminate on the basis of actual or perceived sexual orientation and gender identity or expression, the town has received public testimony and written complaints reporting instances of discrimination.
- F. Although state and federal laws have been enacted to eliminate discrimination in housing, and public accommodations, the town finds that existing state and federal laws do not adequately address all discriminatory acts reported by the town's diverse residents, including lesbian, gay, bisexual, and transgender individuals that have not attained equal opportunity in housing and public accommodations. A barrier to the advancement of lesbian, gay, bisexual, and transgender individuals in their personal and professional lives within the Town is the potential discriminatory practices of providers of public accommodations and housing on the basis of actual or perceived sexual orientation and gender identity or expression, and thus the Town deems it necessary to adopt local regulations adapted to the needs of its citizens.
- G. Discrimination on the basis of actual or perceived sexual orientation and gender identity or expression impacts all citizens who may be lesbian, gay, bisexual, or transgender, because it limits the ability to fully and freely identify themselves as they seek housing and the services and products provided by public accommodations.
- H. Discrimination in housing makes it difficult for persons addressed in this chapter to find housing in close proximity to urban services, educational facilities, in price ranges that are within their earning ability, and may cause citizens to seek housing outside the Town.

EXHIBIT A

- I. Discrimination in places of public accommodation is economically harmful to a prosperous community and is otherwise detrimental to the welfare and economic growth of the town and may cause citizens to seek public accommodations outside the Town.
- J. Discrimination must be prohibited in order to protect the health, safety and welfare of the town and to ensure the basic human rights of members of groups that have historically been subject to discrimination, including the right of such group members to live in peace where they wish.
- K. Prohibition of discrimination will attract new residents and businesses to the town, will encourage visitors and tourists to the town, and is necessary to raise and maximize revenue for the Town.
- L. The Town wishes to exercise its powers to the fullest extent allowed by the Constitution and statutes of the State of Wyoming and United States to prohibit and regulate discrimination.

9.26.020. Declaration of policy, purpose and intent.

- A. It is declared to be among the civil rights of the people of the Town of Jackson, Wyoming, to be free from discrimination in housing and public accommodations, and for it to be contrary to the policy of the town and unlawful to discriminate against any person because of sexual orientation or gender identity or expression in places of housing and public accommodation. It is also declared to be unlawful to retaliate against any person for making a complaint or assisting in an investigation or proceeding as set forth in this chapter.
- B. Consistent with the findings of the Town Council, it is the intent of the Town of Jackson that no person shall be denied his or her civil rights or discriminated against based upon his or her actual or perceived sexual orientation or gender identity or expression, as more specifically set out in this chapter.
- C. Consistent with the findings of the Town Council, and incorporating those findings, the ordinance from which this chapter is derived is enacted to exercise, to the fullest extent allowed by Wyoming Statutes and the Wyoming Constitution, the powers of the Town of Jackson to prohibit such discrimination in order to, without limitation, encourage the economic growth of the town, raise revenue for the town for the benefit of its residents, prevent activities that disturb or jeopardize the public health, safety, peace or morality of the town, provide for the health, safety and welfare of the town, and to generally encourage the growth and economic expansion of the town, and the ability of its residents to fully participate in the cultural, social and economic life of the town.

9.26.030. Definitions.

- A. As used in this chapter, the following definitions apply:
 - 1. *Discrimination, discriminate or discriminatory*: Any act, policy or practice that has the effect of unfavorably subjecting any person to different or separate treatment because of his or her actual or perceived sexual orientation, gender identity or expression, or association with a person or group of people so identified, or on the belief that a person has a particular sexual orientation or gender identity or expression, even if that belief is incorrect.
 - 2. *Gender identity or expression*: An actual or perceived gender-related identity, expression, or behavior, regardless of the individual's sex at birth.
 - 3. *Housing facility or housing accommodation*: A building or portion of a building, whether constructed or to be constructed, that is or will be used as the home, domicile, residence, or sleeping quarters of its occupants.
 - 4. *Perceived*: Refers to the perception of the actor, and not to the perception of the person for or against whom the action is taken.
 - 5. *Person*: A natural person, joint venture, joint stock company, partnership, association, club, company, corporation, business, trust, organization, or the manager, lessee, agent, servant, officer of employee of any of them.
 - 6. *Public accommodation*:

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- a. The term "public accommodation" means a place, including the town and its agencies, however organized, offering services, facilities or goods to or soliciting patronage from members of the general public. This includes places of lodging, establishments serving food or drink, auditoriums and other places of public gathering, shopping facilities, medical and other professional service establishments, public transportation facilities, libraries and other professional service establishments, places of entertainment and recreation, daycare centers and other social service establishments.
- b. The term "public accommodation" does not include an institution, club, or place of accommodation that proves that it is, by its nature, distinctly private. An institution, club, or place of accommodation is not by its nature distinctly private if
 - i. It has more than 100 members;
 - ii. Provides regular meal service; and
 - iii. Regularly receives payment for dues, fees, use of space, facilities, services, meals, or beverages, directly or indirectly, from or on behalf of nonmembers, for the furtherance of trade or business.

For the purposes of this definition, any lodge of a recognized national fraternal organization is considered by its nature distinctly private.

7. *Sexual orientation*: Actual or perceived heterosexuality, bisexuality, or homosexuality.

9.26.040. Employment discrimination prohibited. (Repealed)

9.26.050. Places of public accommodation; discrimination prohibited.

- A. All persons of good deportment are entitled to the full and equal enjoyment of all public accommodations, including accommodations, advantages, facilities and privileges of all places or agencies which are public in nature, or which invite the patronage of the public, including Town facilities and services, without any distinction, discrimination or restriction on account of sexual orientation or gender identity or expression.

9.26.060. Housing; discrimination prohibited.

It shall be unlawful for any person, owner, manager, employee, or any entity whose business includes engaging in any residential real estate related transactions to discriminate on the account of sexual orientation or gender identity or expression in the sale, lease or rental of any housing facility, or to otherwise discriminate in the terms, conditions, maintenance, improvement, or repair of any housing facility. The rental of sleeping rooms in a private residence designed as a single dwelling unit in which the owner also resides is excluded from this section, provided that the owner rents no more than two sleeping rooms within the residence.

9.26.070. Other prohibited acts.

- A. No person shall adopt, enforce or employ any policy or requirement, sign or notice which discriminates or indicates discrimination in providing housing or public accommodations.
- B. No person shall discriminate in the publication or distribution of advertising material, information or solicitation regarding housing or public accommodations.
- C. No agent, broker, labor union, employment agency or any other intermediary shall discriminate in making referrals, listings or providing information with regard to housing or public accommodations.
- D. No person shall conspire with, assist or coerce another person to discriminate in any manner prohibited by this chapter.

9.26.080. Retaliation.

No person shall coerce, threaten, discharge, expel, blacklist, or otherwise retaliate against another

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person for opposing any practices prohibited by this chapter, or making a complaint, or assisting in an investigation or proceeding regarding an alleged violation of this chapter; nor shall any person require, request, conspire with, assist, or coerce another person to coerce, threaten, discharge, expel, blacklist or to retaliate against a person for making a complaint or assisting in an investigation or proceeding.

9.26.090. Discriminatory effects.

No person shall adopt, enforce or employ any policy or requirement which has the effect of creating unequal opportunities according to actual or perceived sexual orientation or gender identity or expression, for an individual to obtain housing or public accommodations.

9.26.100. Exceptions.

- A. Notwithstanding anything contained in this chapter, the following practices shall not be violations of this chapter:
 - 1. For a religious organization or institution to restrict any of its facilities of housing or accommodations which are operated as a direct part of religious activities to individuals of the denomination involved or to restrict employment opportunities for officers, religious instructors and clergy to individuals of that denomination.
 - 2. For the owner of an owner-occupied one-family or two-family dwelling, or a housing facility or public accommodation facility, respectively, devoted entirely to the housing and accommodation of individuals of one sex, to restrict occupancy and use on the basis of sex.
 - 3. To limit occupancy in a housing project or to provide public accommodations or employment privileges or assistance to individuals who are of low income, over 55 years of age or disabled, in circumstances in which such limitations are appropriately designated.
 - 4. To engage in a bona fide effort to establish an affirmative action program to improve opportunities in employment for groups, including, but not limited to, minorities and women, where allowed or required by law.
 - 5. To refuse to enter a contract with an unemancipated minor.
 - 6. To refuse to admit to a place of public accommodation serving alcoholic beverages an individual under the legal age for purchasing alcoholic beverages.
 - 7. To refuse to admit individuals under 18 years of age to a business providing entertainment or selling literature which the operator of said business deems unsuitable for minors.
 - 8. For an educational institution to limit the use of its facilities to those affiliated with such institution.
 - 9. To provide discounts on products and services to students, minors and senior citizens.
 - 10. To discriminate in any arrangement for the sharing of a dwelling unit by an individual who is sharing the unit.
- B. Nothing herein shall be construed to prohibit any affirmative action laws passed by any level of government. Preferential treatment of or benefits conferred on any of the classes protected from discrimination under this chapter are permissible to the extent allowed by law.

9.26.110. First amendment rights.

This chapter fully acknowledges all rights guaranteed by the First Amendment of the United States Constitution.

9.26.120. Violation and remedy.

- A. *Procedure for filing complaints.*
 - 1. Any person who claims an unlawful housing practice or an unlawful public accommodation practice occurred to them subject to the Town's jurisdiction under this chapter may file a

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complaint with the Town Manager or a designee. A complaint must be filed within 90 calendar days after an alleged violation under this chapter has occurred.

2. A complaint must be in writing, made under oath or affirmation, and contain the following information:
 - a. The complainant's name, address, telephone number and signature;
 - b. The date the alleged unlawful housing practice or unlawful public accommodation practice occurred;
 - c. A statement of the facts upon which the allegation of an unlawful housing practice or unlawful public accommodation practice occurred;
 - d. The name of the alleged violator, or facts sufficient to identify such person ("respondent"); and
 - e. Whether a complaint concerning this same matter has been filed with another agency and the disposition of said complaint.
 3. Upon receipt of the complaint, the Town Manager or a designee shall assign such complaint to a person or entity (the "investigator") with the requisite knowledge, skills, and expertise to further investigate the complaint as herein described. Such assignment will be made at the sole discretion of the Town Manager or a designee. In the event said complaint involves persons employed by the Town, the investigator shall be an independent third party. In addition, any remedy provided herein is cumulative with internal disciplinary policies that may apply.
 4. Promptly upon receipt of the complaint from the Town Manager or a designee, the investigator shall:
 - a. Serve by certified mail with return receipt requested the respondent written notice that a complaint alleging the commission of an unlawful housing practice or unlawful public accommodation practice has been filed against the respondent;
 - b. Furnish a copy of the complaint to the respondent; and
 - c. Advise the respondent of their right to file an answer and the right to an investigation to the complaint as provided in this section, and to their procedural rights and obligations in the investigation.
 5. Not later than 30 calendar days after the post-mark date on the notice and copy of the complaint mailed to respondent, respondent may file an answer to the complaint. The answer must be in writing, made under oath or affirmation, and contain the following information:
 - a. The respondent's name, address, telephone number, and signature of the respondent or the respondent's attorney, if any; and
 - b. A concise statement of facts in response to the allegations in the complaint, including facts of any defense or exemption.
- B. *Investigation.*
1. Upon receipt of the complaint and the corresponding answer, if any, the investigator shall commence an investigation to determine the facts behind the complaint and whether there is reasonable cause to believe the respondent committed an unlawful housing practice or unlawful public accommodation practice.
 2. No investigation may commence if, after reviewing the allegations of the complaint, the investigator determines that the complaint does not come within the scope of this chapter. Upon determining that a particular complaint does not come within the scope of this chapter, the investigator shall dismiss the complaint, notify the complainant and respondent and take no further action.
 3. In connection with any investigation of a complaint filed under this chapter, the investigator shall seek the voluntary cooperation of any person to:
 - a. Obtain access to premises, records, documents, individuals, and any other possible

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- source of information;
 - b. Examine, record and copy necessary materials; and
 - c. Take and record testimony or statements of any person reasonably necessary for the furtherance of the investigation.
4. The investigator may dismiss a complaint during the investigation and prior to referral to the town attorney if the investigator determines any of the below circumstances apply. If the complaint is dismissed pursuant to this section, the investigator shall notify the complainant and respondent in writing of the reason for the dismissal and take no further action.
- a. The complaint was not filed within the required time period;
 - b. The location of the alleged unlawful housing practice or unlawful public accommodation practice is not within the Town's jurisdiction;
 - c. The alleged unlawful housing or unlawful public accommodation practice is not a violation of this chapter;
 - d. The complainant refuses to cooperate with the investigator in the investigation of the complaint;
 - e. The complainant cannot be located after the investigator has performed a reasonable search; or
 - f. The investigator determines there is no reasonable cause to believe that an unlawful housing practice or unlawful public accommodation practice occurred.
- C. *Disposition of a complaint.*
- 1. Upon completion of an investigation of a complaint, if the investigator determines there is reasonable cause to believe that an unlawful housing practice or unlawful public accommodation practice occurred, the investigator shall either dismiss the complaint upon the complainant and respondent entering into a written conciliation agreement or refer the complaint to the town attorney and provide written notice of such to the complainant and respondent.
 - 2. Upon the referral of a complaint to the town attorney, the town attorney shall review the complaint and determine whether to file the complaint in municipal court or to decline to pursue the matter any further and dismiss the complaint. If the town attorney declines to pursue the complaint, then the town attorney shall provide written notice of such to the complainant and respondent and inform the parties the complaint will be dismissed.

9.26.130 Violation; Penalties (Repealed)

(Ord. ____ § ____, 2022; Ord. 1200 § 1, 2018.)

Chapter 9.28
INDECENCY AND IMMORALITY

Sections:

9.28.010 Dance houses with lewd or disorderly persons. Repealed. (Ord. 1175 § 1, 2017)

9.28.020 Disorderly houses and houses of ill fame. Repealed. (Ord. 1176 § 1, 2017)

9.28.030 Public indecency.

9.28.040 Voyeurism. Repealed. (Ord. _____ § _____, 2022)

9.28.010 Dance houses with lewd or disorderly persons. (Repealed)
(Ord 1175 § 1, 2017; Ord. 289 § 12, 1982; Ord. 14 § 2, 1926.)

9.28.020 Disorderly houses and houses of ill fame. (Repealed)
(Ord 1176 § 1, 2017; Ord. 17 § 2, 1926; Ord. 15 § 8, 1926.)

9.28.030 Public indecency.

A. It is unlawful for any person to, while in a public place where it is reasonable to expect to be viewed by others or from a private premises where it is reasonable to expect it may be observed by others who are not a member or guest of the person's household, to:

1. Expose or show their private parts. Private parts mean the uncovered human genitals, pubic area, buttocks, or the human female breast. The act of breastfeeding in any place where the person is legally present does not constitute public indecency.
2. Engage in sexual conduct or masturbation; or
3. Engage in conduct which to an ordinary observer would appear to be sexual conduct or masturbation.

B. Violation, Penalty. (Repealed)

(Ord. _____ § _____, 2022; Ord. 1106 § 1, 2016; Ord. 875 § 1, 2008; Ord. 612 § 1, 1998; Ord. 162 § 20, 1973.)

9.28.040 Voyeurism (Repealed)
(Ord. _____ § _____, 2022; Ord. 797 § 1, 2005)

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Chapter 9.32
GAMBLING

Repealed
(Ord. ____ § ____, 2002; Ord. 433 § 2, 1991.)

Chapter 9.34
CRUELTY TO ANIMALS

Sections:

9.34.010 Cruelty to animals.

9.34.010 Cruelty or neglect of animals.

- A. It is unlawful for any person, either through their action or omission, to:
1. Intentionally or knowingly unnecessarily injure or beat an animal;
 2. Knowingly carry an animal in a manner that poses undue risk of injury or death;
 3. Knowingly override an animal or drive an animal when overloaded;
 4. Abandon an animal. Relinquishment of an animal to a public or private animal shelter or like facility is not a violation of this subparagraph;
 5. Fail to provide adequate food, clean water, protection from the elements, adequate sanitation, adequate facilities, or standard and accepted veterinary care for an animal's health and well-being;
 6. Place, leave, or confine an animal, or allow an animal to be placed, left or confined, in a motor vehicle or trailer without providing adequate air, ventilation, food, water, sanitary conditions, bedding, shelter or protection from heat, cold or other environmental conditions or under other circumstances that may cause bodily injury or death of the animal;
 7. Cause the death, injury or suffering to an animal except when performed by a licensed veterinarian or veterinary office;
 8. Cause or allow an animal to remain in its own filth, urine, or feces;
 9. In the case of immediate, obvious, serious illness or injury to the animal, fail to provide the animal with appropriate care;
 10. Keep an animal in a manner that results in chronic or repeated serious physical harm to the animal;
 11. Attach or allow to be attached a collar or harness to an animal that is of an inadequate size so that it restricts the animal's growth or causes damage to the animal's skin;
 12. Attach or allow to be attached a tether that is not appropriately sized for the animal or so heavy as to restrict or burden the animal's movements which causes harm to the animal;
 13. Tease, taunt, or provoke an aggressive reaction from an animal; and
 14. Fail to place or attach a tether to avoid entanglement with chains of other animals or other objects so as to deny the animal convenient and safe access to shelter;
 15. Own, possess, keep, or train an animal with the intent to allow the animal to engage in an exhibition of fighting with another animal;
 16. For gain cause or allow any animal to fight with another animal;
 17. Promote any animal fighting; and
 18. Shoot, poison, or otherwise intentionally act to seriously injure or destroy any animal owned by another person while the animal is on property where the animal is authorized to be present.

- A. An "animal" for purposes of this ordinance is defined as any living creature other than a human.

(Ord. ____ § ____, 2022; Ord. 162 § 22, 1973.)

**Chapter 9.36
INTOXICATION**

Sections:

9.36.010 Public intoxication--Violation.

9.36.010 Public intoxication.

A. It is unlawful for any person to be in a place open to the public and under the influence of alcohol or an intoxicating substance to a degree which renders them:

1. Incapable of exercising care for their own safety;
2. An interference with, obstruction to, or hinderance to others' free use of a sidewalk, highway, street, alley, throughfare, or other public way; or
3. Violent, menacing, or disorderly to such an extent as to jeopardize the safety of others, others' property, or to cause a breach of the public peace.

B. It is unlawful for any person to be under the influence of alcohol or an intoxicating substance to a degree which renders them incapable of exercising care for their own safety and are found intruding upon any private premises without the consent of the owner or occupant.

(Ord. ____ § ____, 2022; Ord. 876 § 1, 2008; Ord. 639 § 1, 1999; Ord. 335 § 2, 1985.)

**Chapter 9.40
DISORDERLY CONDUCT**

Sections:

9.40.010 Disturbing meetings.

9.40.020 Breach of peace.

9.40.030 Obstructive or disruptive conduct within governmental facilities prohibited.

9.40.010 Disturbing meetings.

It is unlawful for any person to interrupt, harass, or disturb any group convened for the purpose of worship, any lawful meeting or assembly of people, fair, exhibition, with any loud or unnecessary talking or shouting, by any threatening, abusive, profane, or obscene language, by violent actions, or by any other rude behavior.

(Ord. ____ § ____, 2022; Ord. 877 § 1, 2008; Ord. 162 § 7, 1973.)

9.40.020 Breach of peace.

It is unlawful for a person to disturb the peace of a community or its inhabitants by unreasonably loud noise or music or by using threatening, abusive, or violent actions with knowledge or probable cause to believe they will disturb the peace.

(Ord. ____ § ____, 2022; Ord. 877 § 1, 2008; Ord. 820 § 1, 2006; Ord. 590 § 1, 1998; Ord. 162 § 8, 1973.)

9.40.030 Obstructive or disruptive conduct within governmental facilities prohibited.

It is unlawful for any person, acting singly or in concert with others, to go into or upon facilities owned by, or under the control of, a governing body and by force, violence, or other conduct obstruct or disrupt the facilities or the public business occurring therein.

(Ord. ____ § ____, 2022)

Chapter 9.44
EXCESSIVE NOISE

Sections:

9.44.010 Excessive Noise.

9.44.015 Maximum Sound Level Exemptions

9.44.020 Noise defined. Repealed. (Ord. _____ § ____, 2022)

9.44.030 Nonconforming operation of vehicles or other activities unlawful. Repealed. (Ord. _____ § ____, 2022)

9.44.040 Measurement for excessive noise.

9.44.050 Permit for relief from maximum sound levels--Application--Approval.

9.44.060 Use of loudspeakers and sound producing devices to attract public to buildings prohibited.

9.44.070 Attaching sound amplifying equipment to vehicles for advertising prohibited.

9.44.075 Compression brake

9.44.080 Exceptions. Repealed. (Ord. _____ § ____, 2022)

9.44.090 Excessive noise--Penalty for violations. Repealed. (Ord. _____ § ____, 2022)

9.44.100 Vehicle mufflers, horns and warning devices. Repealed. (Ord. _____ § ____, 2022)

9.44.010 Excessive Noise.

- A. It is unlawful for any person to make or create an excessive or unusually loud noise within the Town as heard and measured in the manner prescribed in Section 9.44.040. A noise is excessive and unusually loud if it is impulsive, continuous, rhythmic, periodic, or shrill and it exceeds the maximum sound levels established for the times and zones listed in this section.
- B. Noises shall not exceed the maximum sound levels prescribed for the following times and zones:

<u>Type of Zone</u>	<u>Hours</u>	<u>Decibel Level</u>
<u>Residential</u>	<u>7 a.m. to</u> <u>7 p.m.</u>	<u>55 decibels</u>
	<u>7 p.m. to</u> <u>7 a.m.</u>	<u>50 decibels</u>
<u>Mixed Use/</u> <u>Commercial</u>	<u>7 a.m. to</u> <u>7 p.m.</u>	<u>60 decibels</u>
	<u>7 p.m. to</u> <u>7 a.m.</u>	<u>55 decibels</u>
<u>Light Industrial</u>	<u>7 a.m. to</u> <u>7 p.m.</u>	<u>70 decibels</u>
	<u>7 p.m. to</u> <u>7 a.m.</u>	<u>75 decibels</u>

- C. For the purposes of this section, the aforementioned zones shall be defined as those set forth in the Land Development Regulations.

(Ord. _____ § ____, 2022, Ord. 150 § 1(a), 1972.)

9.44.15 Maximum Sound Level Exemptions**A. The following exemptions shall apply:**

- i. Property maintenance appliances and tools. The noise from the use of property maintenance appliances and tools, such as lawnmowers, chainsaws, table saws and the like, that are maintained and used consistent with manufacturer's specifications and for regular property maintenance and preservation purposes, is exempt between the hours of 7:00 a.m. and 7:00 p.m. from the maximum sound levels permitted in Section 9.44.010.
- ii. Impact noises. Impact noises are those noises whose peak values are more than 6 decibels higher than the values indicated on the sound level metered and occur for only a short duration, such as the noise of a forging hammer or punch press. The maximum noise levels permitted in Section 9.44.010 may be increased by 10 decibels for impact noises.
- iii. Temporary construction operations. The noise from the use and operation of construction equipment at active, temporary construction sites in residential zones is exempt from the maximum sound levels permitted in Section 9.44.010 for the hours between 7a.m. and 7p.m. The noise from the use and operation of construction equipment at active, temporary construction sites in mixed use/commercial zones is wholly exempt from the maximum sound levels permitted in Section 9.44.010.
- iv. Public maintenance. The noise from the use and operation of any Town, Teton County, or State of Wyoming equipment or activities, whether for repair, replacement, improvement, construction, or maintenance, including but not limited to snow removal operations, street cleaning, trash removal, etc., are exempt from the maximum sound levels permitted in Section 9.44.010.
- v. Events. The noise from events conducted, sponsored, or approved by the Town, Teton County, or the State of Wyoming, or by authorized Town staff, including but not limited to dances, concerts, shows, festivals, sporting events, memorials, carnivals, and the like, are exempt from the maximum sound levels permitted in Section 9.44.010.
- vi. Permitted noise. The noise made pursuant to and in compliance with any permit issued under Section 9.44.050.
- vii. Emergency Vehicles. The noise from any authorized emergency vehicles.
- viii. Church or school chimes or bells. The noise from any church or school chimes or bells.
- ix. Church or school chimes or bells. The noise from any church or school chimes or bells.

(Ord. ____ § ____, 2022)

9.44.020 Noise defined. (Repealed).

(Ord. ____ § ____, 2022, Ord. 150 § 1(b), 1972.)

9.44.030 Nonconforming operation of vehicles or other activities unlawful. (Repealed)

(Ord. ____ § ____, 2022, Ord. 150 § 1(c), 1972.)

9.44.40 Measurement for excessive noise.

For the purpose of determining and classifying any noise as excessive or unusually loud, the following test measurement and requirements shall be applied:

- A. The noise shall be measured on a decibel or sound level meter which conforms to American National Standards Institute standards and quality operated on an "A" weighing scale.

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- B. If the noise is located within a dedicated public right-of-way, the noise shall be measured at a distance of at least twenty-five feet from the source of the noise.
- C. If the noise is located on private property or public property, it shall be measured at least twenty-five feet from the property line of the property on which the source of the noise is located.
- D. Measurements with sound level meters shall be made when the wind velocity at the time and place of measurement is not more than five miles per hour, and, if the wind is more than 5 miles per hour, a wind screen shall be used.

(Ord. ____ § ____, 2022, Ord. 150 § 1(d), 1972.)

9.44.050 Permit for relief from maximum sound levels; Application; Approval.

- A. Applications for a permit for relief from maximum sound levels designated in Section 9.44.010 may be made in writing to the Town Manager, or their designee. Any permit granted by the Town Manager, or their designee, shall contain all conditions upon which the permit has been granted and shall specify a reasonable time that the permit shall be effective. The Town Manager, or their designee, may grant the permit if they find:
 - 1. The activity, operation, or noise will be of temporary duration, and cannot be done in a manner that would comply with this chapter;
 - 2. No other reasonable alternative is available to the applicant; or
 - 3. Failure to issue the permit would constitute an undue hardship.
- B. The Town Manager, or their designee, may prescribe any requirements deemed necessary to minimize adverse effects upon the community or the surrounding neighborhood as a condition to the issuance of a permit.
- C. The Town Manager, or their designee, shall either issue or reject any application submitted in writing within five business days after receipt of the application. The applicant may appeal, in writing to the Town Council, any decision of the Town Manager, or their designee, within ten business days after such decision is rendered.

(Ord. ____ § ____, 2022, Ord. 150 § 2, 1972.)

9.44.060 Use of loudspeakers and sound producing devices to attract public to buildings prohibited.

Notwithstanding provisions in this chapter to the contrary, it is unlawful for any person to use, operate, or permit to be played, used or operated, any radio receiving set, musical instrument, phonograph, loudspeaker, sound amplifier, or other machine or device for the producing or reproducing of sound which is cast upon the public streets for the purpose of commercial advertising or attracting the attention of the public to any business, building, or structure.

(Ord. ____ § 11, 2022, Ord. 150 § 3, 1972.)

9.44.070 Attaching sound amplifying equipment to vehicles for advertising prohibited.

No person shall operate, or cause to be operated within the Town any motor vehicle or horse drawn vehicle having mounted thereon or attached thereto any sound amplifying equipment with such sound amplifying equipment in operation for commercial sound advertising purposes.

(Ord. ____ § ____, 2022, Ord. 150 § 4, 1972.)

9.44.075 Compression brake.

It is unlawful for any person to operate or use within the corporate limits of the Town any engine compression brake, or "jake brake," designed to be used in the braking or deceleration of any truck or vehicle. It is an affirmative defense to a violation of this section that the engine compression braking was used in an emergency to avoid damage to property or to avoid personal injury.

(Ord. ____ § ____, 2022, Ord. 878 § 2, 2008; Ord. 610 § 1, 1998; Ord. 131 § 6, 1970.)

9.44.077 **Vibration**

- A. Except for active, temporary construction operations and blasting for avalanche control, no activity shall cause or create a displacement for the frequencies prescribed in the table below. Vibration shall be measured at the site boundary line.

Maximum Permitted Steady State Vibration Displacement	
Frequency (cycles per second)	Vibration Displacement (inches)
10 and below	0.0008
10 – 20	0.0005
20 – 30	0.0003
30 – 40	0.0002
40 and over	0.0001

- B. *Impact Vibrations.* For impact vibrations, the maximum permitted vibration displacement shall be twice that permitted for steady state vibrations.
- C. *Temporary Construction Operations.* For temporary construction operations occurring between the hours of 7:00 a.m. and 7:00 p.m., steady state vibrations and impact vibrations shall not exceed 2 times that permitted for permanent operations.
- D. *Maximum Vibration Frequency.* In no instance, except for temporary construction operations, shall an activity be permitted which creates a vibration beyond the boundaries of the site of the activity sufficient to cause a displacement of 0.003 inches.
- E. *Measurement.* For the purposes of this Section, vibration refers to ground transmitted oscillations. earthborne vibrations are measured with a seismograph or accelerometer. With the portable seismograph, the earth vibrations are measured in 3 mutually perpendicular directions (1 vertical and 2 horizontal). The 3 motions are added vertically, and the resultant maximum vibration given as a single number. Steady state vibrations are earthborne oscillations that are continuous, with discrete pulses that occur at or more frequently than 100 times per minute. The frequency is the number of oscillations per second of vibration. Impact vibrations are earthborne oscillations occurring in discrete pulses at less than 100 pulses per minute.

(Ord. ____ § ____, 2022)

9.44.080 **Exceptions. (Repealed)**

(Ord. ____ § ____, 2022, Ord. 1014 § 1, 2012; Ord. 150 § 5, 1972.)

9.44.090 **Excessive noise--Penalty for violations. (Repealed)**

(Ord. ____ § ____, 2022, Ord. 150 § 7, 1972.)

9.44.100 **Vehicle mufflers, horns and warning devices. (Repealed)**

(Ord. ____ § ____, 2022, Ord. 162 § 30, 1973.)

Chapter 9.48
VAGRANCY

Sections:

9.48.010 ~~Designated--Warrant.~~ Repealed. (Ord. 1060, § 1, 2014)

Chapter 9.50
MARIJUANA USE

Sections:

9.50.010 Possessing, using, or being under influence of marijuana or THC.

9.50.020 Definitions for marijuana use.

9.50.030 Probation and discharge of first-time offenders.

9.50.010 Possessing, using, or being under influence of marijuana or THC.

It is unlawful for any person to knowingly possess marijuana or THC in an amount less than one ounce or to knowingly use or be under the influence of marijuana or THC.

(Ord. ____ § ____, 2022; Ord. 182 § 1 (part), 1975.)

9.50.020 Definitions for marijuana use.

- A. "Marijuana" means all parts of the plant of the genus Cannabis, whether growing or not; the seed thereof; the resin extracted from any part of the plant; and every compound, manufacture, salt, derivative, mixture or preparation of the plant, its seeds or resin.
- B. "Marijuana" does not include:
 - i. The mature stalks of the plant, fiber produced from the stalks, oil or cake made from the seeds of the plant, any other compound, manufacture, salt, derivative, mixture or preparation of the mature stalks (except the resin extracted therefrom), fiber, oil or cake, or the sterilized seed or the plant which is incapable of germination.
 - ii. "Hemp" or "hemp product" as defined in W.S. § 11-51-101.
- C. "THC" is tetrahydrocannabinol, which means synthetic equivalents of the substances contained in the plant or in the resinous extractives of Cannabis, sp. and/or synthetic substances, derivatives and their isomers with similar chemical structure and pharmacological activity.
- D. "THC" does not include "hemp" or "hemp product" as defined in W.S. § 11-51-101.

(Ord. ____ § ____, 2022; Ord. 182 § 1 (part), 1975.)

9.50.030 Probation and discharge of first-time offenders.

Whenever any person who has not previously been convicted of any offense under any statute of the United States or of any state relating to narcotic drugs, marijuana, or stimulant, depressant, or hallucinogenic drugs pleads guilty or no contest to or is found guilty of using, possessing or being under the influence of marijuana or THC under Section 9.50.010, the court, without entering a judgment of guilt and with the consent of the accused and the prosecutor, may defer further proceedings and place them on probation upon terms and conditions satisfactory to the court. Upon violation of a term or condition, the court may enter an adjudication of guilt and proceed as otherwise provided. Upon fulfillment of the terms and conditions, the court shall discharge the person and dismiss the proceedings against them. Discharge and dismissal under this section shall be without adjudication of guilt and is not a conviction for purposes of disqualifications or disabilities imposed by law upon conviction of a crime. There may be only 1 discharge and dismissal under this section with respect to any person. This section shall not be construed to provide an exclusive procedure. Any other procedure provided by law relating to suspension of trial or probation, may be followed, in the discretion of the court.

(Ord. ____ § ____, 2022; Ord. 1065 § 1, 2014)

Chapter 9.52
INJURY TO OR DESTRUCTION OF PROPERTY

Sections:

9.52.010 Defacing or destroying property.

9.52.015 Destroying or interfering with property of another. Repealed. (Ord. ____ § ____, 2022)

9.52.020 Tearing down notices and advertisements. Repealed. (Ord. ____ § ____, 2022)

9.52.030 Endangering public and private property by careless burning.

9.52.040 Throwing stones or missiles.

9.52.050 Definitions.

9.52.060 Unlawful acts on and against public property

9.52.070 Camping on public property

9.52.010 Defacing or destroying property.

It is unlawful for any person to knowingly deface, injure, interfere, tamper with, remove, or destroy the property of another without the owner's consent.

(Ord. ____ § ____, 2022; Ord. 289 § 13, 1982; Ord. 14 § 4, 1926.)

9.52.015 Destroying or interfering with property of another. (Repealed)

(Ord. ____ § ____, 2022; Ord. 879 § 2, 2008; Ord. 610 § 1, 1998; Ord. 131 § 32, 1970.)

9.52.020 Tearing down notices and advertisements. (Repealed)

(Ord. ____ § ____, 2022 Ord. 289 § 14, 1982; Ord. 14 § 8, 1926.)

9.52.030 Endangering public and private property by careless burning.

It is unlawful for anyone to burn trash, rubbish, grass, or any other material either in or out of an incinerator, which through lack of supervision or through carelessness causes a fire to spread to other property.

(Ord. ____ § ____, 2022, Ord. 162 § 15, 1973.)

9.52.040 Throwing stones or missiles.

It is unlawful for any person to throw, shoot or propel an arrow, missile, pellet, stone, metal or other similar substance capable of causing physical harm to persons or property, in or on any public place, in or on the property of another, or from any private property into or onto any public place or the property of another. This section does not apply to supervised archery ranges or instruction nor when otherwise lawfully authorized.

(Ord. ____ § ____, 2022, Ord. 162 § 25, 1973.)

9.52.050 Definitions.

- A. *Public property* means any publicly owned property within the Town of Jackson or property that is open to the general public, and includes, but is not limited to, any park, playground, sidewalk, road, street, alley, way, curb, vacant lot, undeveloped tract, or any part of any public right-of-way, including those devoted to any planting or park-like use.
- B. *To camp or camping* means the use of public property to undertake camping activities for the purpose of remaining overnight regardless of the intent of the individual. This definition excludes car camping.
- C. *Camping activities* include, but are not limited to, activities, such as storing personal belongings, cooking, building fires or igniting stoves, and setting up, placing, pitching, building, or occupying

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temporary shelters, in combination with one another or in combination with either sleeping or making preparations to sleep.

- D. *Car camping* means the use of public property to park a vehicle to undertake camping activities within and about said vehicle for the purpose of remaining overnight regardless of the intent of the individual.
- E. *Temporary shelters* include, but are not limited to, tents, huts, vehicles (such as passenger cars, trucks, recreational vehicles, and trailers), bivouacs, lean-tos, dug-out earthen enclosures, and canvass or tarpaulin enclosures.
- F. *Storing* means to put aside or accumulate for use at a later time or when needed; to place, cache, or stockpile for safekeeping; to collect or put away for future use.
- G. *Vehicles* includes all motor vehicles, such as passenger cars and trucks, SUVs, farm trucks, RVs, camper vans, and includes trailers attached to such vehicles.

(Ord. ____ § ____, 2022, Ord. 1066 § 1, 2014)

9.52.60 Unlawful acts on and against public property.

- A. It is unlawful for any person on any public property to knowingly, and without authority:
 - 1. Buildings and other property. Deface, injure, interfere, tamper with, remove, displace, or destroy any building, railing, bench, signs, notices, placards, monuments, stakes, posts, boundary markers, wall or rock border, structures, equipment, facilities, or appurtenances thereof.
 - 2. Public utilities. Deface, injure, interfere, tamper with, remove, displace, or destroy any paving, paving material, curb marking, water line, or any facilities or property and equipment of any public utilities or parts or appurtenances thereof.
 - 3. Restrooms and Washrooms. Fail to cooperate in maintaining restrooms and washrooms in a neat and sanitary condition.
 - 4. Removal of Natural Resources. To dig or remove any sand, soil, rock, stones, trees, shrubs, or plants, down timber or other wood or materials, or make any excavation by tool, equipment, blasting, or other means.
 - 5. Erection of Structures. Construct or erect any building or structure of whatever kind, whether permanent or temporary in character, any tent, fly or windbreak, or run or string any rope, cord, or wire into, upon, or across, any public property, except on special permit issued by the Town Council.
 - 6. Public Urination. Urinate or defecate, except in a public restroom.
 - 7. Parks, Trees, Shrubbery, Plants. Damage, cut, carve, burn, transplant, or remove any tree or plant, injure the bark of any tree, or pick the flowers or seeds of any tree or plant. No person shall dig or otherwise disturb, or in any other way injure or impair the natural beauty or usefulness of any park area. Nor shall any person attach any rope, wire, or other contrivance to any tree or plant, with the exception that slacklining is allowed in Town parks, other than Miller Park and George Washington Park (Town Square), subject to the following rules and guidelines:
 - i. In the event metal poles have been placed in a Town park, slacklines shall be attached to the metal poles and not attached to trees;
 - ii. In the event metal poles are unavailable in a Town park, slacklines shall only be attached to trees greater than 12" in diameter;
 - iii. Slacklines shall be secured utilizing proper tree protection with no wire cables directly in contact with the tree;

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- iv. Slacklines shall be completely removed when not in use;
 - v. Slacklines shall not be left unattended; and,
 - vi. Slacklines shall be placed to not interfere with pedestrian traffic or other park use.
- 8. Climbing Trees and Structures. Climb any tree, or climb, walk, stand, or sit upon monuments, fountains, railings, fences, planted areas, or upon any other property not designed or customarily used for such purposes.
 - 9. Interfering with Traffic. Stand, sit, or lie in or upon any street, sidewalk, stairway or crosswalk so as to prevent free passage of persons or vehicles passing over, along or across any street, alley, public way, sidewalk, stairway or crosswalk.
 - 10. Refuse, Trash, and Littering. Drop, throw, place, discard, dump, leave or otherwise deposit any bottles, broken glass, garbage, ashes, paper, boxes, cans, dirt, rubbish, waste, refuse or other trash, except in waste containers provided therefore. No such refuse or trash shall be placed in any waters in or contiguous to any park, or planted area, or left anywhere on the grounds thereof.
 - 11. Loitering and Boisterousness. (Repealed Ord. 1059 § 1, 2014)
 - 12. Merchandise sales. Offer for sale or for show any goods or merchandise, or place any stand, cart, or vehicle for the transportation, sale, or display of any such goods or merchandise, without first obtaining a Town license.
 - 13. Begging. (Repealed Ord. ____ § ____, 2022).
 - 14. Advertising in a Park. (Repealed Ord. ____ § ____, 2022).
 - 15. Signs. Paste, glue, tack, or otherwise post any sign, placard, advertisement, or inscription, or erect or cause to be erected any sign whatever on any public lands or highways or roads.

9.52.070 Camping on public property.

- A. It is unlawful for any person to camp on public property within the Town.
- B. It is unlawful for any person to car camp on any public property within the Town.
- C. Individuals may camp or car camp on public property under the following circumstances:
 - 1. With a Special Event Permit issued in connection with a Special Event in accordance with Jackson Municipal Code;
 - 2. With an approval from the Jackson Town Council; or
 - 3. With a permit issued under the Town of Jackson Land Development Regulations.

(Ord. ____ § ____, 2022, Ord 1177 § 1, 2017; Ord. 1066 § 1, 2014; Ord. 950 § 1, 2009; Ord. 879 § 3, 2008; Ord. 635 § 1, 1999.)

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Chapter 9.54
UNLAWFUL REMOVAL OR DESTRUCTION OF NEWSPAPERS

Repealed.
(Ord. _____ § 14, 2022, Ord 822 § 1, 2006)

Chapter 9.56
TRESPASS--UNAUTHORIZED ACCESS TO UTILITIES

Sections:**9.56.010 Criminal trespass.****9.56.015 Criminal Entry****9.56.020 Willful injury to or destruction of property.** Repealed. (Ord. ____ § ____, 2022)**9.56.030 Unauthorized access to public utilities.** Repealed. (Ord. ____ § ____, 2022)**9.56.010 Criminal trespass.**

It is unlawful for any person to enter or remain on or in the land or premises of another person, knowing they are not authorized to do so, or after being notified to depart or to not trespass either by personal communication to the person by the owner or occupant, or their agent, or by a peace officer, or by the posting of signs reasonably likely to come to the attention of intruders.

(Ord. ____ § ____, 2022; Ord. 162 § 9, 1973.)

9.56.015 Criminal Entry

A. It is unlawful for any person, without authority, to knowingly enter a building, occupied structure, vehicle or cargo portion of a truck or trailer, or a separately secured or occupied portion of those enclosures.

B. It is an affirmative defense to prosecution under this section that:

1. The entry was made because of a mistake of fact or to preserve life or property in an emergency;
2. The enclosure was abandoned;
3. The enclosure was at the time open to the public and the person complied with all lawful conditions imposed on access to or remaining in the enclosure; or
4. The person reasonably believed that the owner of the enclosure, or other person empowered to authorize access to the enclosure, would have authorized them to enter.

(Ord. ____ § ____, 2022)

9.56.020 Willful injury to or destruction of property. (Repealed)

(Ord. ____ § ____, 2022; Ord. 162 § 10, 1973.)

9.56.030 Unauthorized access to public utilities. (Repealed)

(Ord. ____ § ____, 2022; Ord. 162 § 11, 1973.)

9.60 Chapter
Consumer Protection
(Reserved)

Chapter 9.64

CONTRIBUTING TO DELINQUENCY--USE OF LIQUOR/TOBACCO OR NICOTINE

Sections:

- 9.64.010 Selling or furnishing liquor to minors.
- 9.64.020 Possession and consumption of liquor by minors.
- 9.64.025 Purchase of liquor and falsification of identification by minors
- 9.64.030 Minors entering liquor establishments.
- 9.64.040 Possession and consumption of nicotine products by minors.
- 9.64.045 Purchase of nicotine products and falsification of identification by minors.

9.64.010 Selling or furnishing liquor to minors.

It is unlawful for any person, either directly or indirectly, to sell, offer for sale, furnish, give away, or deliver any alcoholic liquor or malt beverage to any person under the age of 21, who is not their legal ward, medical patient, or member of their own immediate family, or to permit a person under the age of 21 to enter or remain in any place that primarily sells alcoholic liquor or malt beverage. This section does not apply to sales by the Wyoming Liquor Division or a wholesaler to a liquor license holder.

(Ord. ____ § ____, 2022; Ord. 594 § 1, 1998; Ord. 162 § 18, 1973.)

9.64.020 Possession and consumption of liquor by minors.

It is unlawful for any person under the age of 21 to possess or consume any alcoholic liquor or malt beverage or to have a measurable blood, breath, or urine alcohol concentration in their body, except as otherwise provided under W.S. § 12-6-101.

(Ord. ____ § ____, 2022; Ord. 1064 § 1, 2014; Ord. 750 § 1, 2004; Ord. 162 § 19, 1973.)

9.64.025 Purchase of liquor and falsification of identification by minors

It is unlawful for any person under the age of 21 to purchase or attempt to purchase, or misrepresent his identity or age or use any false or altered identification for the purpose of purchasing or attempting to purchase any alcoholic liquor or malt beverage or to enter any place where the chief product of sale is alcoholic liquor or malt beverage.

(Ord. ____ § ____, 2022)

9.64.030 Minors entering liquor establishments.

It is unlawful for any person under the age of 21 to enter or remain in any place where the chief product of sale is alcoholic liquor or malt beverage after being requested to leave by the liquor license holder, their agents, servants, or employees, or by any law enforcement officer

(Ord. ____ § ____, 2022, Ord. 89 § 1, 1964.)

9.64.040 Possession and consumption of nicotine products by minors.

It is unlawful for any person under the age of 21 to possess or use any nicotine products, which includes any and all tobacco products, electronic cigarettes, and vaporizers that contain nicotine or synthetic nicotine.

(Ord. ____ § ____, 2022)

9.64.045 Purchase of nicotine products and falsification of identification by minors.

It is unlawful for any person under the age of 21 to purchase or attempt to purchase, or misrepresent his identity or age or use any false or altered identification for the purpose of purchasing or attempting to purchase, any nicotine products, which includes any and all tobacco products, electronic cigarettes, and vaporizers that contain nicotine or synthetic nicotine.

(Ord. ____ § ____, 2022)

Chapter 9.68
POSSESSION OR USE OF WEAPONS

Sections:

9.68.020 Drawing dangerous weapons. Repealed. (Ord. ____ § ____, 2022)

9.68.030 Carrying concealed weapons. Repealed. (Ord. 1108 § 1, 2016)

9.68.040 Discharging firearms prohibited.

9.68.020 Drawing dangerous weapons. (Repealed)
(Ord. ____ § ____, 2022; Ord. 162 § 5, 1973.)

9.68.030 Carrying concealed weapons. (Repealed.)
(Ord. 1108 § 1, 2016; Ord. 162 § 6, 1973.)

9.68.040 Discharging firearms prohibited

A. It is unlawful for any person, other than a law enforcement officer, to discharge any firearms within the Town, unless discharge occurs within the confines of an indoor range. For the purposes of this section, "firearm" means any weapon which will or is designated to expel a projectile by the actions of an explosive.

B. This ordinance is enacted in conformance with Wyo. Stat. Ann. § 6-8-401 and pursuant to Wyo. Stat. Ann. § 15-1-103(a)(xviii), by regulating conduct which disturbs the peace and jeopardizes the public health, safety, and peace of the Town.

(Ord. ____ § ____, 2022; Ord. 162 § 24, 1973.)

TITLE 9 PUBLIC PEACE, MORALS AND WELFARE

Chapters:

~~I. Offenses by or Against Public Officers and Government~~

- 9.04 OBSTRUCTING POLICE AND FIRE DEPARTMENTS
- 9.08 EMERGENCY REGULATIONS FOR MOB ACTION OR CIVIL DISOBEDIENCE ([Repealed](#))
- 9.12 ACTIONS FOR VIOLATIONS OF ORDINANCES (Repealed)

~~II. Offenses Against the Person~~

- 9.16 ASSAULT AND BATTERY - AFFRAY – UNLAWFUL CONTACT OR TOUCHING – PROVOCATION
- 9.20 LARCENY AND SHOPLIFTING
- 9.24 SLANDER (Repealed)
- 9.26 ILLEGAL DISCRIMINATION

~~II. Offenses Against Public Decency~~

- 9.28 INDECENCY AND IMMORALITY
- 9.32 GAMBLING ([Repealed](#))
- 9.34 CRUELTY TO ANIMALS

~~IV. Offenses Against Public Peace~~

- 9.36 INTOXICATION
- 9.40 DISORDERLY CONDUCT
- 9.44 EXCESSIVE NOISE
- 9.48 VAGRANCY (Repealed, Ord. 1060, § 1, 2014)
- 9.50 MARIJUANA USE

~~V. Offenses Against Property~~

- 9.52 INJURY TO OR DESTRUCTION OF PROPERTY
- 9.54 UNLAWFUL REMOVAL OR DESTRUCTION OF NEWSPAPERS
- 9.56 TRESPASS--UNAUTHORIZED ACCESS TO UTILITIES

~~VI. 9.60 CONSUMER PROTECTION (Reserved)~~

~~VII. Offenses by or Against Minors~~

- 9.64 CONTRIBUTING TO DELINQUENCY--USE OF LIQUOR/[TOBACCO OR NICOTINE](#)

~~VIII. Weapons~~

- 9.68 POSSESSION OR USE OF WEAPONS

~~I. — Offenses by or Against Public Officers and Government~~

Chapter 9.04

OBSTRUCTING POLICE AND FIRE DEPARTMENTS

Sections:

- 9.04.010 Bringing weapons, tools or intoxicating drinks in jail.
- 9.04.020 Impersonating officers.
- 9.04.030 False alarms.
- 9.04.040 False record of crime.
- 9.04.050 Interference with Police Department.
- 9.04.060 Aiding prisoners to escape.
- 9.04.070 Following fire apparatus and/or driving over fire hose.

9.04.010 Bringing weapons, tools or intoxicating drinks in jail. (Repealed).

- A. It is unlawful, except as authorized by a person in charge, for any person to knowingly take any contraband into the county detention center, or for any person to deliver or attempt to deliver any contraband to a person confined in the county detention center. ~~Any person who takes into the Town jail or delivers to any prisoner therein confined, or in the custody of any officer of the Town, any weapon, tool, intoxicating drink, or attempts to do so without the consent of the officer in charge, shall upon conviction thereof be punished as provided in Section 1.12.010 of this code.~~

(Ord. § 1, 2022; Ord. 289 § 9, 1982; Ord. 14 § 7, 1926.)

9.04.020 Impersonating officers. (Repealed)

~~If any person in the Town impersonates the Chief of Police or any policeman of the Town, by wearing a star or in any other way, any such person upon conviction shall be punished as provided in Section 1.12.010 of this code.~~

(Ord. , 2022; Ord. 289 § 10, 1982; Ord. 15 § 1, 1926.)

9.04.030 False alarms. (Repealed)

~~No person shall intentionally make, turn in, or give a false alarm of fire, or need for police or ambulance assistance, or aid or abet in the commission of such act, and upon conviction thereof, such person shall be punished as provided in Section 1.12.010 of this code.~~

(Ord. §1, 2022; Ord. 162 § 26, 1973.)

9.04.040 False record of crime.

It is unlawful for any ~~No~~ person ~~shall to~~ make ~~to~~, or file with, the police department of the Town any false, misleading, or ~~deceptive~~ unfounded statement or report concerning the commission or alleged commission of any crime, or of the existence of an emergency occurring within the Town, ~~and upon conviction thereof, such persons shall be punished as provided in Section 1.12.010 of this code.~~

(Ord. , 2022; Ord. 162 § 27, 1973.)

9.04.050 Interference with ~~P~~police Department.

- A. Interference or Resisting Officer. ~~No person shall~~ It is unlawful for any person to obstruct, impede, interfere with, or resist any ~~peace~~ police officer, any member of the Police Department, or any person ~~duly empowered with police authority, while in the discharge or apparent discharge of his duty~~ the officer is engaged in the lawful performance of their official duties, or in any way interfere with or hinder him in the discharge of his duty, and upon conviction thereof, such person shall be punished as provided in Section 1.12.010 of this code.

- B. ~~Assisting in Escape. No person shall~~ It is unlawful for any person to escape or attempt to escape from the official custody of a peace officer or to assist or attempt to assist in the escape of any person from the official custody of a peace officer. ~~offer or endeavor to assist any person in the custody of a police officer, a member of the police department or a person duly empowered with police authority to escape or to attempt to escape from such custody, and upon conviction thereof, a person violating this subsection shall be punished as provided in Section 1.12.010 of this code.~~
- C. Cruelty to or Interference with ~~Police Dogs~~ Official Animals. ~~It is unlawful for No any person shall to willfully or maliciously knowingly~~ torture, torment, ~~tease,~~ beat, kick, strike, mutilate, ~~or injure, disable,~~ or kill any official animal ~~dog used by the Ppolice Ddepartment in the performance of the functions or duties of such department, n_~~ or to interfere with or meddle with the lawful performance of an official animal. For the purposes of this section, an official animal includes any certified police dog, police horse, fire dog, or search and rescue dog. ~~shall any person unwarrantably interfere with or meddle with any such dog while being used by the police department or any officer or member thereof in the performance of any of the functions or duties of the department or of such officer or member, and upon conviction thereof a person violating this subsection shall be punished as provided in Section 1.12.010 of this code.~~

(Ord. § , 2022; Ord. 295 § 1, 1982; Ord. 162 § 28, 1973.)

9.04.060 Aiding prisoners to escape. (Repealed)

~~If any person assists or aids, or attempts to assist or aid, any person detained or in custody of law enforcement within the jurisdiction of the Town or place wherein persons may be detained or kept in custody for violating Town ordinances, to escape from such place of detainment or custody, the person so offending is guilty of a misdemeanor, and, upon conviction, shall be punished as provided in Section 1.12.010 of this code.~~

(Ord. § , 2022; Ord. 1104 § 1, 2016; Ord. 162 § 31, 1973.)

9.04.070 Following fire apparatus and/or driving over fire hose. (Repealed)

A. ~~The driver of any vehicle other than one on any official business shall not follow any fire apparatus traveling in response to a fire alarm, closer than five hundred feet, or drive into or park such vehicle within the block where fire apparatus has stopped in answer to a fire alarm. Any person in violation of this subsection, upon conviction, shall be punished as provided in Section 1.12.010 of this code.~~

B. ~~No vehicle shall be driven over any unprotected hose of the Fire Department when laid down on any street or private driveway to be used at any fire or alarm of fire, without consent of the Fire Department official in command.~~

~~Anyone in violation of this subsection, upon conviction, shall be punished as provided in Section 1.12.010 of this code.~~

(Ord. §1, 2022; Ord. 162 § 29, 1973.)

Chapter 9.08
EMERGENCY REGULATIONS FOR MOB ACTION OR CIVIL DISOBEDIENCE

~~Repealed~~
(Ord. ~~§~~, 2022; Ord. 115 §§ 1-4, 1968)

Sections:

- ~~9.08.010 Emergency proclamation—Powers of Mayor Pro Tem.~~
- ~~9.08.020 Emergency proclamation—When effective.~~
- ~~9.08.030 Emergency proclamation—Termination.~~
- ~~9.08.040 Penalty for violation.~~

~~9.08.010 ——— Emergency proclamation—Powers of Mayor Pro Tem.~~

~~Whenever, in the judgment of the Mayor or in the event of his absence or inability to act, the Town Councilman serving as Mayor Pro Tem, determines that an emergency exists as a result of mob action or other civil disobedience causing danger or injury to or damages to persons or property, he or she shall have power to impose by proclamation any or all of the following regulations necessary to preserve the peace and order of the Town:~~

- ~~A. To impose a curfew upon all or any portion of the Town thereby requiring all persons in such designated curfew areas to forthwith remove themselves from the public streets, alleys, parks, or other public places; provided, however, that physicians, nurses and ambulance operators performing medical services, utility personnel maintaining essential public services, firemen and state, Town and county authorized or requested law enforcement officers and personnel may be exempted from such curfew;~~
- ~~B. To order the closing of any business establishments anywhere within the Town for the period of the emergency, such businesses to include, but not be limited to, those selling intoxicating liquors, malt beverages, gasoline or firearms;~~
- ~~C. To designate any public street, thoroughfare or vehicle parking areas closed to motor vehicles and pedestrian traffic;~~
- ~~D. To call upon regular and auxiliary law enforcement agencies and organizations within or without the Town to assist in preserving and keeping the peace within the Town. (Ord. 115 § 1, 1968.)~~

~~9.08.020 ——— Emergency proclamation—When effective.~~

~~The proclamation of emergency provided herein shall become effective upon its issuance and dissemination to the public and it shall be deemed disseminated upon being posted in three public places within the Town and by delivery to the radio station and newspaper within the Town. (Ord. 115 § 2, 1968.)~~

~~9.08.030 ——— Emergency proclamation—Termination.~~

~~Any emergency proclaimed in accordance with the provisions of this chapter shall terminate after forty-eight hours from the issuance thereof, or upon the issuance of a proclamation determining an emergency no longer exists, whichever occurs first; provided, however, that such emergency may be extended for such additional period of time as determined necessary by resolution of the Town Council. (Ord. 115 § 3, 1968.)~~

~~9.08.040 ——— Penalty for violation.~~

~~Any person who willfully fails or refuses to comply with the orders of duly authorized law enforcement officers or personnel charged with the responsibility of enforcing the proclamation of emergency authorized herein is guilty of a misdemeanor, and upon conviction therefor, shall be punished according to Section 1.12.010 of this code. (Ord. 115 § 4, 1968.)~~

Chapter 9.12
ACTIONS FOR VIOLATIONS OF ORDINANCES

Repealed
(Ord. 871 § 1, 2008; Ord. 162 §§ 32-38, 1973)

~~II. Offenses Against the Person~~

Chapter 9.16
ASSAULT AND BATTERY - AFFRAY –
UNLAWFUL CONTACT OR TOUCHING - PROVOCATION

Sections:

- 9.16.010 Assault.
- 9.16.020 Battery.
- 9.16.025 Unlawful Contact or Touching.
- 9.16.030 Affray.
- 9.16.040 Criminal provocation. (Repealed)

9.16.010 Assault.

~~A. Whoever, it is unlawful for any person, having the present ability to do so, unlawfully to attempt to cause bodily injury on the person of to another person by use of physical force, is guilty of an assault, and shall be punished as provided in Section 1.12.010 of this code upon conviction.~~

(Ord. § , 2022; Ord. 1105 § 1, 2016; Ord. 162 § 1, 1973.)

9.16.020 Battery.

~~A. Whoever it is unlawful for any person to intentionally, knowingly, or recklessly causes bodily injury to another person by use of physical force is guilty of a battery, and shall be punished as provided in Section 1.12.010 of this code upon conviction.~~

(Ord. § , 2022; Ord. 1105 § 1, 2016; Ord. 162 § 2, 1973.)

9.16.025 Unlawful Contact or Touching.

~~A. Whoever, it is unlawful for any person to:~~

- ~~1. touch another person in a rude, insolent, or angry manner, unlawfully contacts or touches another without intentionally using sufficient physical force to cause bodily injury to another;~~
- ~~or, or~~
- ~~2. recklessly causes bodily injury to another person, is guilty of unlawful touching and shall be punished as provided in Section 1.12.010 of this code upon conviction.~~

(Ord. § , 2022; Ord. 1105 § 1, 2016; Ord. 162 § 2, 1973.)

9.16.030 Affray.

~~It is unlawful for any person to physically fight by agreement with one (1) or more persons in a public place. If two or more persons by agreement fight in any public place, the persons so offending are guilty of an affray, and upon conviction, shall be punished as provided in Section 1.12.010 of this code. This section shall not apply to active participants of organized professional sporting events.~~

(Ord. § , 2022; Ord. 1105 § 1, 2016; Ord. 162 § 3, 1973.)

9.16.040 Criminal provocation. (Repealed)

~~Whoever, by words, signs or gestures, provokes or attempts to provoke another, who has the present ability to do so, to commit an assault, or an assault and battery upon him is guilty of criminal provocation, and upon conviction shall be punished as provided in Section 1.12.010 of this code.~~

(Ord. § , 2022; Ord. 1105 § 1, 2016; Ord. 162 § 4, 1973.)

Chapter 9.20 LARCENY AND SHOPLIFTING

Sections:

- 9.20.010 Petit larceny.
- 9.20.020 Receiving stolen goods.
- 9.20.030 Taking and using property without consent of owner.
- 9.20.040 Shoplifting--Defined.
- 9.20.050 Shoplifting--Reasonable detention and interrogation of person suspected.
- 9.20.060 Shoplifting--Reasonable detention defense against action brought by person detained.
- 9.20.070 Shoplifting--Penalty.
- 9.20.080 Buying, selling, possessing or concealing articles which have identifying marks removed.

9.20.010 Petit larceny (Repealed).

~~Whoever unlawfully steals, takes and carries, leads or drives away the personal goods of another, of the value of any sum less than one thousand dollars, is guilty of petit larceny, and upon conviction, shall be punished as provided in Section 1.12.010 of this code.~~

(Ord. §1, 2022; Ord. 874 § 1, 2008; Ord. 725 § 1, 2003; Ord. 162 § 12, 1973.)

9.20.015 Theft

A. It is unlawful for any person to knowingly take or exercise unauthorized control over or make an unauthorized transfer of an interest in the property of another person with the intent to deprive the other person of the property.

B. For the purposes of this section, the value of the property shall be less than \$1000.
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(Ord. §1, 2022.)

9.20.020 Receiving stolen goods. (Repealed)

~~Whoever buys, receives, conceals or aids in the concealment of anything of value, which has been stolen, taken by robbers, embezzled, or obtained by false pretense, knowing the same to have been stolen, taken by robbers, embezzled or obtained by false pretense, upon conviction shall be punished as provided in Section 1.12.010 of this code.~~

(Ord. § , 2022; Ord. 162 § 13, 1973.)

9.20.030 Taking and using property without consent of owner. (Repealed).

~~Every person who shall unlawfully take without the consent of the owner, any horse, mare, gelding, foal or filly, ass or mule, or any buggy, automobile, or other vehicle or other personal property from the stable, lot, house, garage, premises or pasture of another, or from a hitching post or rack, or parking place or any other place aforesaid, having been lawfully placed there, with intent to set at large, injure or wrongly use the animal or vehicle so taken, is guilty of criminal trespass, and upon conviction, shall be punished as provided in Section 1.12.010 of this code.~~

(Ord. § , 2022; Ord. 162 § 14, 1973.)

9.20.040 Shoplifting--Defined.

Any person wholt is unlawful for any person to willfully conceals or willfully takes possession of any goods offered for sale by a wholesale or retail store or other mercantile establishment, without the

knowledge or consent of the owner ~~thereof~~ and with intent to convert the goods to his own use without paying the purchase price, ~~therefor, is guilty of shoplifting.~~
(Ord. § , 2022; Ord. 111 § 1, 1968.)

9.20.050 Shoplifting--Reasonable detention and interrogation of person suspected of shoplifting; defense in civil or criminal action.

~~A. Any peace officer, merchant or an merchant's employee thereof who has reasonable suspicion cause tofor believeing that a person has committed the crime of shoplifting, as defined in under Section 9.20.040, and immediately reports the suspected shoplifting to the police department, may detain such person in a reasonable manner and for a reasonable time. If a peace officer does not arrive within a reasonable time, then the person shall be released detain and interrogate such person in regard thereto in a reasonable manner and until a peace officer arrives if the peace officer arrives in a for a reasonable time. Any peace officer who responds and has reasonable suspicion to believe a person has committed the crime of shoplifting may further detain and question the person in regard to the suspected violation in a reasonable manner, for a reasonable time, from the initial detention of the person, and in accordance with the person's constitutional rights.~~

~~B. In a civil or criminal action based upon a detention or interrogation pursuant to this section, it is a defense that the peace officer, merchant, or merchant's employee had reasonable cause to believe the person committed the offense of shoplifting, as defined in Section 9.20.040, and that the detention or interrogation were conducted in a reasonable manner, for a reasonable time from the initial detention of the person, and in accordance with the person's constitutional rights.~~
(Ord. § , 2022; Ord. 111 § 2, 1968.)

9.20.060 Shoplifting--Reasonable detention defense against action brought by person detained. (Repealed).

~~A peace officer, merchant or merchant's employee, with reasonable cause for believing that a person has committed the crime of shoplifting defined under Section 9.20.040 detains and interrogates such person in regard thereto, and such person thereafter brings against the peace officer, merchant or merchant's employee a civil or criminal action for slander, false arrest, false imprisonment, assault, battery or wrongful detention based upon the detention and interrogation, such reasonable cause shall be a defense to the action if the detention and interrogation were done in a reasonable manner and for a reasonable time.~~

~~-(Ord. § , 2022; Ord. 111 § 3, 1968.)~~

9.20.070 Shoplifting--Penalty. (Repealed)

~~Any person violating the provisions of Section 9.20.040 is guilty of a misdemeanor and upon conviction shall be punished according to Section 1.12.010 of this code.~~

~~(Ord. § , 2022; Ord. 111 § 4, 1968.)~~

9.20.080 Buying, selling, possessing or concealing articles which have identifying marks removed. (Repealed)

- ~~A. It is unlawfulA for any person who knowingly buys, sells, receives, disposes of, conceals or have in theirhis possession any mechanical or electrical device, appliance, material, piece of apparatus of equipment, from which the manufacturer's name plate, serial number or any other distinguishing number or identification mark has been removed, defaced, covered, altered or destroyed shall upon conviction thereof be punished as provided in Section 1.12.010 of this code.~~

~~Any property described above which comes into the custody of any law enforcement officer shall be considered stolen or embezzled property for the purposes of this section, and prior to being disposed of, shall have an identification mark imbedded or engraved in, or permanently affixed to the item.~~
(Ord. § , 2022; Ord. 294 § 1, 1982.)

Chapter 9.24
SLANDER

Repealed
(Ord. 1107 § 1, 2016; Ord. 162 § 17, 1973.)

Chapter 9.26

ILLEGAL DISCRIMINATION

Sections:

9.26.010 Legislative findings.

9.26.020 Declaration of policy, purpose and intent.

9.26.030 Definitions.

9.26.040 ~~Employment discrimination prohibited.~~ Repealed.

9.26.050 ~~Places of Public Accommodation; Discrimination~~ public accommodation; discrimination prohibited.

9.26.060 ~~Housing; Discrimination~~ discrimination prohibited.

9.26.070 Other prohibited acts.

9.26.080 Retaliation.

9.26.090 Discriminatory effects.

9.26.100 Exceptions.

9.26.110 ~~First Amendment Rights~~ amendment rights.

9.26.120 ~~Violation and Remedy~~ remedy.

9.26.130 ~~Violation; Penalties.~~ Repealed.

9.26.010 Legislative findings.

A. The Town of Jackson ("~~Town~~town") is composed of and welcomes diverse individuals, groups, and communities~~;~~.

B. The Town values this diversity and encourages all residents and visitors to contribute to the commercial life and activities of Jackson, and to the cultural and social life of the Town;

C. Discrimination and discriminatory practices based on sexual orientation or gender identity or expression inhibit and restrict the economic growth and opportunities of Jackson and its citizens and visitors, as well as the cultural, social and commercial activities and life of the ~~t~~Town;

D. Discrimination disturbs or jeopardizes the public health, safety and welfare of the ~~t~~Town;

E. While the vast majority of ~~employers,~~ housing providers~~,~~ and places of public accommodation within the Town do not discriminate on the basis of actual or perceived sexual orientation and gender identity or expression, the ~~t~~Town has received public testimony and written complaints reporting instances of discrimination.

F. Although state and federal laws have been enacted to eliminate discrimination in ~~employment,~~ housing, and public accommodations~~,~~ the ~~t~~Town finds that existing state and federal laws do not adequately address all discriminatory acts reported by the ~~t~~Town's diverse residents, including lesbian, gay, bisexual, and transgender individuals that have not attained equal opportunity in housing ~~and,~~ public accommodations, ~~and employment.~~ A barrier to the advancement of lesbian, gay, bisexual, and transgender individuals in their personal and professional lives within the Town is the potential discriminatory practices of ~~employers~~ ~~and~~ providers of public accommodations and housing on the basis of actual or perceived sexual orientation and gender identity or expression, and thus the Town deems it necessary to adopt local regulations adapted to the needs of its citizens.

G. Discrimination on the basis of actual or perceived sexual orientation and gender identity or expression impacts all citizens who may be lesbian, gay, bisexual, or ~~trans gender~~transgender, because it limits the ability to fully and freely identify themselves as they seek ~~employment,~~ housing and the services and products provided by public accommodations~~;~~.

~~H. Discrimination in employment prevents the gainful employment of Town~~town residents, may create

~~breaches of the peace, add burdens upon the public for relief and welfare, and cause citizens, including youth, to seek employment elsewhere;~~

~~H.~~ Discrimination in housing makes it difficult for persons addressed in this ~~article~~chapter to find housing in close proximity to urban services, educational facilities, in price ranges that are within their earning ability, and may cause citizens to seek housing outside the ~~t~~Town;

~~I.~~ Discrimination in places of public accommodation is economically harmful to a prosperous community and is otherwise detrimental to the welfare and economic growth of the ~~t~~Town and may cause citizens to seek public accommodations outside the ~~t~~Town.

~~J.~~ Discrimination must be prohibited in order to protect the health, safety and welfare of the ~~t~~Town and to ensure the basic human rights of members of groups that have historically been subject to discrimination, including the right of such group members to live in peace where they wish;

~~K.~~ Prohibition of discrimination will attract new residents and businesses to the ~~t~~Town, will encourage visitors and tourists to the ~~t~~Town, and is necessary to raise and maximize revenue for the ~~t~~Town;

~~L.~~ The ~~t~~Town wishes to exercise its powers to the fullest extent allowed by the Constitution and statutes of the State of Wyoming and United States to prohibit and regulate discrimination.

(~~Ord. _____, 2022; Ord. 1200 § 1, 2018~~.)

9.26.020. Declaration of policy, purpose and intent.

A. It is declared to be among the civil rights of the people of the Town of Jackson, Wyoming, to be free from discrimination in housing ~~and~~, public accommodations ~~and employment~~, and for it to be contrary to the policy of the ~~t~~Town and unlawful to discriminate against any person because of sexual orientation or gender identity or expression in places of housing ~~and~~, public accommodation ~~and employment~~. It is also declared to be unlawful to retaliate against any person for making a complaint or assisting in an investigation or proceeding as set forth in this ~~Chapter~~chapter.

B. Consistent with the findings of the Town Council, it is the intent of the Town of Jackson that no person shall be denied his or her civil rights or discriminated against based upon his or her actual or perceived sexual orientation or gender identity or expression, as more specifically set out in this ~~Chapter~~chapter.

C. Consistent with the findings of the Town Council, and incorporating those findings, the ordinance from which this Chapterchapter is derived is enacted to exercise, to the fullest extent allowed by Wyoming ~~statutes~~Statutes and the Wyoming Constitution, the powers of the Town of Jackson to prohibit such discrimination in order to, without limitation, encourage the economic growth of the ~~t~~Town, raise revenue for the ~~t~~Town for the benefit of its residents, prevent activities that disturb or jeopardize the public health, safety, peace or morality of the ~~t~~Town, provide for the health, safety and welfare of the ~~t~~Town, and to generally encourage the growth and economic expansion of the ~~t~~Town, and the ability of its residents to fully participate in the cultural, social and economic life of the ~~t~~Town.

(~~Ord. _____ § _____, 2022; Ord. 1200 § 1, 2018~~.)

9.26.030. Definitions.

A. As used in this ~~Chapter~~chapter, the following definitions apply:

~~A-1.~~ Discrimination, Discriminate Or Discriminatory- discriminate or discriminatory: Any act, policy or practice that has the effect of unfavorably subjecting any person to different or separate treatment because of his or her actual or perceived sexual orientation, gender identity or expression, or association with a person or group of people so identified, or on the belief that a

person has a particular sexual orientation or gender identity or expression, even if that belief is incorrect.

- ~~B2.~~ *Employer*: Any person or entity doing business within the Town of Jackson who employs one ~~(1)~~ or more employees, and any agent of such person or entity, including, but not limited to, local and national property management companies, property managers, rental agents and guest referral companies; ~~;~~ for purposes of this ~~Chapter~~ chapter, the term "employer" does not include:
- ~~1a.~~ The United States or any department or agency thereof, a corporation wholly owned by the government of the United States or Indian Tribe;
 - ~~2b.~~ The State of Wyoming or any department or agency thereof, including any political subdivision of the ~~State~~ state;
 - ~~3.~~ ~~ac.~~ A bona fide private membership club (other than a labor organization) which is exempt from taxation under the Internal Revenue Code of 1986; or,
 - ~~4.~~ ~~ad.~~ A fraternal or religious association or corporation if the association or corporation is neither organized for private profit nor has as its primary purpose the provision of accommodations or services that are available on a non-membership basis.
- ~~E3.~~ *Gender Identity* identity or ~~Expression~~ expression: An actual or perceived gender-related identity, expression, or behavior, regardless of the individual's sex at birth.
- ~~D4.~~ *Housing Facility* facility or "~~Housing Accommodation~~": *housing accommodation*: A building or portion of a building, whether constructed or to be constructed, that is or will be used as the home, domicile, residence, or sleeping quarters of its occupants.
- ~~E-5.~~ *Perceived*: Refers to the perception of the actor, and not to the perception of the person for or against whom the action is taken.
- ~~F6.~~ *Person*: A natural person, joint venture, joint stock company, partnership, association, club, company, corporation, business, trust, organization, or the manager, lessee, agent, servant, officer of employee of any *of* them.
- ~~G7.~~ *Public Accommodation*: ~~Accommodation~~:
- ~~a.~~ The term "public accommodation" means a place, including the ~~Town~~ town and its agencies, however organized, offering services, facilities or goods to or soliciting patronage from members of the general public. This includes places of lodging, establishments serving food or drink, auditoriums and other places of public gathering, shopping facilities, medical and other professional service establishments, public transportation facilities, libraries and other professional service establishments, places of entertainment and recreation, daycare centers and other social service establishments.
 - ~~Public b.~~ The term "public accommodation" does not include an institution, club, or place of accommodation that proves that it is, by its nature, distinctly private. An institution, club, or place of accommodation is not by its nature distinctly private if:
 - ~~1i.~~ It has more than ~~one hundred (100)~~ members, ~~and~~;
 - ~~2ii.~~ Provides regular meal service; ~~;~~ and
 - ~~3iii.~~ Regularly receives payment for dues, fees, use of space, facilities, services, meals, or beverages, directly or indirectly, from or on behalf of nonmembers, for the furtherance of trade or business.

For the purposes of this definition, any lodge of a recognized national fraternal organization is considered by its nature distinctly private.

~~H8.~~ ~~Sexual Orientation~~orientation: Actual or perceived heterosexuality, bisexuality, or homosexuality.

(~~Ord. _____, 2022~~; Ord. 1200 § 1, 2018~~).~~)

9.26.040. Employment discrimination prohibited. ~~(Repealed)~~

~~A. — It is a discriminatory or unfair employment practice and shall be unlawful:~~

~~1. — For an employer to refuse to hire, discharge, promote or demote, or to discriminate in matters of compensation or the terms, conditions or privileges of employment against a person, otherwise qualified, on the basis of sexual orientation or gender identity or expression; and,~~

~~2. — For a person, an employer, an employment agency, a labor organization, or its employees or members, to discriminate in matters of employment or membership against any person, otherwise qualified, on the basis of sexual orientation or gender identity or expression.~~

(~~Ord. _____, 2022~~; Ord. 1200 § 1, 2018)

9.26.050. Places of ~~P~~ublic ~~A~~ccommodation; ~~D~~iscrimination prohibited.

A. All persons of good deportment are entitled to the full and equal enjoyment of all public accommodations, including accommodations, advantages, facilities and privileges of all places or agencies which are public in nature, or which invite the patronage of the public, including Town facilities and services, without any distinction, discrimination or restriction on account of sexual orientation or gender identity or expression.

(Ord. 1200 § 1, 2018)

9.26.060. Housing; ~~D~~iscrimination prohibited.

A. It shall be unlawful for any person, owner, manager, employee, or any entity whose business includes engaging in any residential real estate related transactions to discriminate on the account of sexual orientation or gender identity or expression in the sale, lease or rental of any housing facility, or to otherwise discriminate in the terms, conditions, maintenance, improvement, or repair of any housing facility. The rental of sleeping rooms in a private residence designed as a single dwelling unit in which the owner also resides is excluded from this section, provided that the owner rents no more than two ~~(2)~~ sleeping rooms within the residence.

(Ord. 1200 § 1, 2018)

9.26.070. Other prohibited acts.

A. No person shall adopt, enforce or employ any policy or requirement, sign or notice which discriminate~~ions~~ or indicates discrimination in providing housing, ~~employment~~ or public accommodations.

B. No person shall discriminate in the publication or distribution of advertising material, information or solicitation regarding housing, ~~employment~~ or public accommodations.

C. No agent, broker, labor union, employment agency or any other intermediary shall discriminate in making referrals, listings or providing information with regard to housing, ~~employment~~ or public accommodations.

D. No person shall conspire with, assist or coerce another person to discriminate in any manner prohibited by this ~~Chapter~~chapter.

(Ord. _____, 2022; Ord. 1200 § 1, 2018.)

9.26.080. Retaliation.

A. No person shall coerce, threaten, discharge, expel, blacklist, or otherwise retaliate against another person for opposing any practices prohibited by this ~~Chapter~~chapter, or making a complaint, or assisting in an investigation or proceeding regarding an alleged violation of this ~~Chapter~~chapter; nor shall any person require, request, conspire with, assist, or coerce another person to coerce, threaten, discharge, expel, blacklist or to retaliate against a person for making a complaint or assisting in an investigation or proceeding.

(Ord. 1200 § 1, 2018.)

9.26.090. Discriminatory effects.

A. No person shall adopt, enforce or employ any policy or requirement which has the effect of creating unequal opportunities according to actual or perceived sexual orientation or gender identity or expression, for an individual to obtain housing, ~~employment~~ or public accommodations.

(Ord. 1200 § 1, 2018.)

9.26.100. Exceptions.

A. Notwithstanding anything contained in this ~~Chapter~~chapter, the following practices shall not be violations of this ~~Chapter~~chapter:

- A1. For a religious organization or institution to restrict any of its facilities of housing or accommodations which are operated as a direct part of religious activities to individuals of the denomination involved or to restrict employment opportunities for officers, religious instructors and clergy to individuals of that denomination.
- B2. For the owner of an owner-occupied one-family or two-family dwelling, or a housing facility or public accommodation facility, respectively, devoted entirely to the housing and accommodation of individuals of one sex, to restrict occupancy and use on the basis of sex.
- C3. To limit occupancy in a housing project or to provide public accommodations or employment privileges or assistance to individuals who are of low income, over 55 years of age or disabled, in circumstances in which such limitations are appropriately designated.
- D4. To engage in a bona fide effort to establish an affirmative action program to improve opportunities in employment for groups, including, but not limited to, minorities and women, where allowed or required by law.
- E5. To refuse to enter a contract with an unemancipated minor.
- F6. To refuse to admit to a place of public accommodation serving alcoholic beverages an individual under the legal age for purchasing alcoholic beverages.
- G7. To refuse to admit individuals under 18 years of age to a business providing entertainment or selling literature which the operator of said business deems unsuitable for minors.
- H8. For an educational institution to limit the use of its facilities to those affiliated with such institution.
- I9. To provide discounts on products and services to students, minors and senior citizens.
- J10. To discriminate in any arrangement for the sharing of a dwelling unit by an individual who is sharing the unit.

~~§~~B. Nothing herein shall be construed to prohibit any affirmative action laws passed by any level of government. Preferential treatment of or benefits conferred on any of the classes protected from discrimination under this ~~Chapter~~chapter are permissible to the extent allowed by law.
(Ord. 1200 § 1, 2018.)

9.26.110. ~~F~~irst ~~A~~amendment ~~R~~ights.

A. This ~~ordinance~~chapter fully acknowledges all rights guaranteed by the First Amendment of the United States Constitution.
(Ord. 1200 § 1, 2018.)

9.26.120. Violation and ~~R~~emedy.

A. *Procedure for ~~F~~iling ~~C~~omplaints.*

1. Any person who claims ~~to have been injured by an~~unlawful employment practice, an unlawful housing practice or an unlawful public accommodation practice ~~occurred to them~~ subject to the Town's jurisdiction under this ~~Chapter~~chapter ~~may~~ file a complaint with the Town Manager or ~~his/her~~a designee. A complaint must be filed within ~~ninety (90)~~ calendar days after an alleged violation under this ~~Chapter~~chapter has occurred.
2. A complaint must be in writing, made under oath or affirmation, and contain the following information:
 - a. The ~~Complainant's~~complainant's name, address, telephone number and signature;
 - b. The date the alleged ~~unlawful employment practice~~, unlawful housing practice or ~~an~~ unlawful public accommodation practice occurred;
 - c. A statement of the facts upon which the allegation of an ~~unlawful employment practice~~, unlawful housing practice or ~~an~~unlawful public accommodation practice occurred;
 - d. The name of the alleged violator, or facts sufficient to identify such person ("~~R~~espondent"); and
 - e. Whether a complaint concerning this same matter has been filed with another agency and the disposition of said complaint.
3. Upon receipt of the complaint, the Town Manager or ~~his/her~~a designee shall assign such complaint to a person or entity (the "~~I~~nvestigator") with the requisite knowledge, skills, and expertise to further investigate the complaint as herein described. Such assignment will be made at the sole discretion of the Town Manager or ~~his/her~~a designee. In the event said complaint involves persons employed by the Town, the ~~I~~nvestigator shall be an independent third party. In addition, any remedy provided herein is cumulative with internal disciplinary policies that may apply.
4. Promptly upon receipt of the complaint from the Town Manager or ~~his/her~~a designee, the ~~I~~nvestigator shall:
 - a. ~~Provide~~Serve by certified mail with return receipt requested the ~~R~~espondent written notice that a complaint alleging the commission of an ~~unlawful employment practice~~, unlawful housing practice or unlawful public accommodation practice has been filed against ~~him/her~~the respondent;

- b. Furnish a copy of the complaint to the Respondent; and
 - c. Advise the Respondent of his/her/their right to file an answer and the right to an investigation to the complaint as provided in this section, and to their procedural rights and obligations in the investigation. ,including the right to file a written, signed, and verified informal answer to the complaint within fifteen (15) calendar days after service of notice of the complaintan -
5. Not later than ~~fifteen (15)~~30 calendar days after the post-mark date on the service of the notice and copy of the complaint mailed to respondent, a Respondent may file an answer to the complaint. The answer must be in writing, made under oath or affirmation, and contain the following information:
- a. The Respondent's name, address, telephone number, and signature of the Respondent or the Respondent's attorney, if any; and
 - b. A concise statement of facts in response to the allegations in the complaint, including facts of any defense or exemption.
- B. *Investigation.*
- 1. Upon receipt of the complaint and the corresponding answer, if any, the Investigator shall commence an investigation to determine the facts behind the complaint and whether there is reasonable cause to believe the Respondent committed an unlawful employment practice, unlawful housing practice or unlawful public accommodation practice.
 - 2. No investigation may commence if, after reviewing the allegations of the complaint, the Investigator determines that the complaint does not come within the scope of this Chapter. chapter. Upon determining that a particular complaint does not come within the scope of this Chapterchapter, the Investigator shall dismiss the complaint, notify the Complainant and Respondent and take no further action.
 - 3. In connection with any investigation of a complaint filed under this Chapterchapter, the Investigator shall seek the voluntary cooperation of any person to:
 - a. Obtain access to premises, records, documents, individuals, and any other possible source of information;
 - b. Examine, record and copy necessary materials; and
 - c. Take and record testimony or statements of any person reasonably necessary for the furtherance of the investigation.
 - 4. The Investigator may dismiss a complaint during the investigation and prior to referral to the Town Attorney if the Investigator determines that any of the below circumstances apply. If the complaint is dismissed pursuant to this section, the investigator shall notify the complainant and respondent in writing of the reason for the dismissal and take no further action.
 - a. The complaint was not filed within the required time period;
 - b. The location of the alleged unlawful employment practice or unlawful housing practice or unlawful public accommodation practice is not within the Town's jurisdiction;
 - c. The alleged unlawful unemployment practice or alleged unlawful housing or unlawful public accommodation practice practice is not a violation of this Chapter; chapter;
 - d. The Complainant refuses to cooperate with the Investigator in the investigation of the complaint;

- e. The ~~C~~complainant cannot be located after the ~~I~~investigator has performed a reasonable search; or
 - f. The investigator determines there is no reasonable cause to believe that an unlawful housing practice or unlawful public accommodation practice occurred.
 - f. ~~A conciliation agreement has been executed by the Ccomplainant and Rrespondent.~~
- C. *Disposition of a ~~C~~complaint.*
- 1. ~~If, u~~Upon completion of an investigation of a complaint, ~~if~~ the ~~I~~investigator determines there is reasonable cause to believe that an ~~that an unlawful employment practice,~~ unlawful housing practice or unlawful public accommodation practice ~~has~~ occurred, the ~~I~~investigator shall either dismiss the complaint upon the complainant and respondent entering into a written conciliation agreement or refer the case-complaint to the Ttown Aattorney and provide written notice of such to the complainant and respondent, ~~who shall determine how best to pursue further action, if any, on the complaint.~~
 - 2. Upon the referral of a complaint to the town attorney, the town attorney shall review the complaint and determine whether to file the complaint in municipal court or to decline to pursue the matter any further and dismiss the complaint. If the town attorney declines to pursue the complaint, then the town attorney shall provide written notice of such to the complainant and respondent and inform the parties the complaint will be dismissed. If the Ttown Aattorney determines that cause exists to find that an unlawful employment practice, unlawful housing practice or unlawful public accommodation practice occurred and the facts are sufficient to warrant the initiation of an action, and the Ttown Aattorney determines that cause exists to pursue a matter in municipal court, then the Ttown Aattorney shall provide written notification to the Rrespondent and Ccomplainant that an action to enforce this Chapterchapter will be initiated in municipal court.
 - 3. ~~If the Ttown Aattorney determines that no unlawful employment practice, unlawful housing practice or unlawful public accommodation practice occurred or that the facts are insufficient to warrant the initiation of an action in municipal court, the Ttown Aattorney shall provide written notification to the Rrespondent and Ccomplainant that the complaint will be dismissed.~~

(Ord. _____, 2022; Ord. 1200 § 1, 2018.)

9.26.130- Violation; Penalties (Repealed)

~~Any violation of this Chapter shall be an offense punishable by a fine of up to \$750.00 per day per violation.~~

(Ord. _____, 2022; Ord. 1200 § 1, 2018.)

~~III. Offenses Against Public Decency~~

Chapter 9.28
INDECENCY AND IMMORALITY

Sections:

- 9.28.010 Dance houses with lewd or disorderly persons. (Repealed, Ord. 1175 § 1, 2017)
- 9.28.020 Disorderly houses and houses of ill fame. (Repealed, Ord. 1176 § 1, 2017)
- 9.28.030 Public indecency.
- 9.28.040 Voyeurism.

9.28.010 Dance houses with lewd or disorderly persons.
(Repealed Ord 1175 § 1, 2017; Ord. 289 § 12, 1982; Ord. 14 § 2, 1926.)

9.28.020 Disorderly houses and houses of ill fame.
(Repealed Ord 1176 § 1, 2017; Ord. 17 § 2, 1926; Ord. 15 § 8, 1926.)

9.28.030 Public indecency.

- A. ~~Prohibited Acts. No person~~It is unlawful for any person to, while in a public place where it is reasonable to expect to be viewed by others or from a private premises where it is reasonable to expect it may be observed by others who are not a member or guest of the person's household, to: over twelve (12) years of age shall recklessly do any of the following, under circumstances in which his or her conduct is likely to be viewed or observed by and affront others from a public area, street, sidewalk, thoroughfare or other public place, or from private premises where it may be observed by others not members or guests of his or her household:
1. Expose or show his or her~~their~~ private parts, ~~or engage in masturbation.~~ Private parts means the uncovered human genitals, pubic area, buttocks, or the human female breast. The act of breastfeeding in any place where the person is legally present does not constitute public indecency~~This definition shall not include the incidental exposure of the human female breast while nursing an infant;~~
 2. Engage in sexual conduct or masturbation; or
 3. Engage in conduct which to an ordinary observer would appear to be sexual conduct or masturbation.

B. Violation, Penalty. ~~(Repealed) A person convicted under this section shall be punished as provided in Section 1.12.010 of this code.~~
(Ord. _____, 2022; Ord. 1106 § 1, 2016; Ord. 875 § 1, 2008; Ord. 612 § 1, 1998; Ord. 162 § 20, 1973.)

9.28.040 Voyeurism (Repealed)

- A. ~~It shall be unlawful for a person to look into or through, whether man made or natural, any window, door or hole or to use any video, electronic, optical or photographic implement to view any person or persons from within or upon the premises of the permanent or temporary domicile of said person or persons where there is a reasonable expectation of privacy, without the express knowledge of the person or persons being viewed.~~
- B. ~~It shall be unlawful for a person to look into or through, whether man made or natural, any window, door or hole or to use any video, electronic, optical or photographic implement to view any person or persons where there is a reasonable expectation of privacy, without the express knowledge of the person or persons being viewed.~~
- C. ~~No provision of this section shall apply to members of law enforcement while engaged in the scope of their employment duties.~~

~~D. Any person found guilty of this section shall be punishable pursuant to Section 1.12.010 of the Town of Jackson Municipal Code.~~
([Ord. _____, 2022](#); Ord. 797 §1, 2005)

Chapter 9.32
GAMBLING

(Repealed. Ord. _____, 2022)

Sections:

~~9.32.010 Statutory authority.~~

~~9.32.010 Statutory authority. (Repealed)~~

~~Except as otherwise provided in this code, or other ordinances of the Town, the gambling provisions of the statutes of the State of Wyoming, being Wyo. Stat. Sections 6-7-101 through 6-7-104 as amended, are adopted by reference thereto, with the penalties to be as provided in this code.~~

~~(Ord. 433 § 2, 1991.)~~

Chapter 9.34 CRUELTY TO ANIMALS

Sections:

9.34.010 Cruelty to animals.

9.34.010 Cruelty ~~to or neglect of~~ animals.

A. It is unlawful for any person, either through their action or omission, to:

1. Intentionally or knowingly unnecessarily injure or beat an animal;
2. Knowingly carry an animal in a manner that poses undue risk of injury or death;
3. Knowingly override an animal or drive an animal when overloaded;
4. Abandon an animal. Relinquishment of an animal to a public or private animal shelter or like facility is not a violation of this subparagraph;
5. Fail to provide adequate food, clean water, protection from the elements, adequate sanitation, adequate facilities, or standard and accepted veterinary care for an animal's health and well-being;
6. Place, leave, or confine an animal, or allow an animal to be placed, left or confined, in a motor vehicle or trailer without providing adequate air, ventilation, food, water, sanitary conditions, bedding, shelter or protection from heat, cold or other environmental conditions or under other circumstances that may cause bodily injury or death of the animal;
7. Cause the death, injury or suffering to an animal except when performed by a licensed veterinarian or veterinary office;
8. Cause or allow an animal to remain in its own filth, urine, or feces;
9. In the case of immediate, obvious, serious illness or injury to the animal, fail to provide the animal with appropriate care;
10. Keep an animal in a manner that results in chronic or repeated serious physical harm to the animal;
11. Attach or allow to be attached a collar or harness to an animal that is of an inadequate size so that it restricts the animal's growth or causes damage to the animal's skin;
12. Attach or allow to be attached a tether that is not appropriately sized for the animal or so heavy as to restrict or burden the animal's movements which causes harm to the animal;
13. Tease, taunt, or provoke an aggressive reaction from an animal; and
14. Fail to place or attach a tether to avoid entanglement with chains of other animals or other objects so as to deny the animal convenient and safe access to shelter;
15. Own, possess, keep, or train an animal with the intent to allow the animal to engage in an exhibition of fighting with another animal;
16. For gain cause or allow any animal to fight with another animal;
17. Promote any animal fighting; and
18. Shoot, poison, or otherwise intentionally act to seriously injure or destroy any animal owned by another person while the animal is on property where the animal is authorized to be present.

B. An "animal" for purposes of this ordinance is defined as any living creature other than a human.

~~If any person inhumanly, unnecessarily or cruelly beats, injures or otherwise abuses any dumb animal within the limits of this Town, every person shall, on conviction, be punished as provided in Section 1.12.010 of this code.~~

(Ord. §1, 2022; Ord. 162 § 22, 1973.)

Chapter 9.36
INTOXICATION

Sections:

9.36.010 Public intoxication--Violation.

9.36.010 Public intoxication--~~Violation~~.

- A. It is unlawful for any person to be in a place open to the public and under the influence of alcohol or an intoxicating substance to a degree which renders them:
1. Incapable of exercising care for their own safety;
 2. An interference with, obstruction to, or hinderance to others' free use of a sidewalk, highway, street, alley, throughfare, or other public way; or
 3. Violent, menacing, or disorderly to such an extent as to jeopardize the safety of others, others' property, or to cause a breach of the public peace.
- B. It is unlawful for any person to be under the influence of alcohol or an intoxicating substance to a degree which renders them incapable of exercising care for their own safety and are found intruding upon any private premises without the consent of the owner or occupant.

~~Any person who is drunk or in a state of intoxication or incapacitated by illicit drugs, alcohol, concentrated vapors, or inhalants in any highway, street, thoroughfare or other public place, or place open to the general public within this Town, so that he is impaired physically, mentally or emotionally, to a degree that he is unconscious or too weak or too disoriented to be able to care for his own needs or to recognize obvious dangers, or is likely to be a hazard to traffic, either vehicular or pedestrian, or is interfering with the peaceable use of the streets and sidewalks or other public property by other persons, is guilty of a misdemeanor and upon conviction shall be punished as provided in Section 1.12.010.~~

~~(Ord. §1, 2022; Ord. 876 § 1, 2008; Ord. 639 § 1, 1999; Ord. 335 § 2, 1985.)~~

Chapter 9.40 DISORDERLY CONDUCT

Sections:

9.40.010 Disturbing meetings.

9.40.020 Breach of peace.

9.40.030 Obstructive or disruptive conduct within governmental facilities prohibited.

9.40.010 Disturbing meetings.

A. It is unlawful for any person to interrupt, harass, or disturb any group convened for the purpose of worship, any lawful meeting or assembly of people, fair, exhibition, with any loud or unnecessary talking or shouting, by any threatening, abusive, profane, or obscene language, by violent actions, or by any other rude behavior. Whoever, by any loud or unnecessary talking, hallooing, or by any threatening, abusive, profane, or obscene language, or violent actions, or by any other rude behavior, interrupts, molests or disturbs any collection of any inhabitants of this Town convened for the purpose of worship, or any lawful assembly of people, fair or exhibition, or any person present there at, or going to or returning therefrom; or who, in like manner interrupts, molests or disturbs any meeting of inhabitants of this Town, met together for any lawful purpose, upon conviction shall be punished as provided in Section 1.12.010 of this code. (Ord. _____, 2022; Ord. 877 § 1, 2008; Ord. 162 § 7, 1973.)

9.40.020 Breach of peace.

A person commits the offence of breach of the peace if he uses speech or expressions that are not merely provocative or challenging, but are either obscene or likely to produce a clear and present danger of a serious substantive evil that rises far above public inconvenience or annoyance, words or expressions which by their very utterance inflict injury or tend to incite an immediate breach of the peace. A: It is unlawful for a person also commits a breach of peace if he~~to~~ disturbs the peace of a community or its inhabitance~~inhabitants~~ by unreasonably loud noise or music, or by using threatening, abusive, or violent actions with knowledge or probable cause to believe ~~he~~they will disturb the peace. Upon conviction, a violation of this section is punishable as provided in Section 1.12.010 and 1.16.020 of the Municipal Code of the Town of Jackson.
(Ord. _____ § _____, 2022; Ord. 877 § 1, 2008; Ord. 820 § 1, 2006; Ord. 590 § 1, 1998; Ord. 162 § 8, 1973.)

9.40.030 Obstructive or disruptive conduct within governmental facilities prohibited.

A. It is unlawful for any person, acting singly or in concert with others, to go into or upon facilities owned by, or under the control of, a governing body and by force, violence, or other conduct obstruct or disrupt the facilities or the ~~uses~~public business occurring therein~~made thereof~~.
(Ord. _____ § _____, 2022)

Chapter 9.44
EXCESSIVE NOISE

Sections:

- 9.44.010 ~~Making noise unlawful~~ Excessive Noise.
9.44.015 Maximum Sound Level Exemptions
9.44.020 Noise defined. (Repealed)
9.44.030 Nonconforming operation of vehicles or other activities unlawful. (Repealed)
9.44.040 ~~Test Measurement~~ for excessive noise.
9.44.050 Permit for relief from ~~noise levels~~ maximum sound levels--Application--Approval.
9.44.060 Use of loudspeakers and sound producing devices to attract public to buildings prohibited.
9.44.070 Attaching sound amplifying equipment to vehicles for advertising prohibited.
9.44.075 Compression brake ~~or jake brake~~
9.44.080 Exceptions. (Repealed)
9.44.090 Excessive noise--Penalty for violations. (Repealed)
9.44.100 Vehicle mufflers, horns and warning devices. (Repealed)

9.44.010 Excessive Noise. ~~Making noise unlawful.~~

- A. It is unlawful for any person to make or create an excessive or unusually loud noise within the Town as heard and measured in the manner prescribed in Section 9.44.040. A noise is excessive and unusually loud if it is impulsive, continuous, rhythmic, periodic, or shrill and it exceeds the maximum sound levels established for the times and zones listed in this section.
- B. Noises shall not exceed the maximum sound levels prescribed for the following times and zones:
- A-C.

<u>Type of Zone</u>	<u>Hours</u>	<u>Decibel Level</u>
<u>Residential</u>	<u>7 a.m. to</u> <u>7 p.m.</u>	<u>55 decibels</u>
	<u>7 p.m. to</u> <u>7 a.m.</u>	<u>50 decibels</u>
<u>Mixed Use/</u> <u>Commercial</u>	<u>7 a.m. to</u> <u>7 p.m.</u>	<u>60 decibels</u>
	<u>7 p.m. to</u> <u>7 a.m.</u>	<u>55 decibels</u>
<u>Light Industrial</u>	<u>7 a.m. to</u> <u>7 p.m.</u>	<u>70 decibels</u>
	<u>7 p.m. to</u> <u>7 a.m.</u>	<u>65 decibels</u>

- B. ~~For the purposes of this section, the aforementioned zones shall be defined as those set forth in the Land Development Regulations.~~ The making and creating of noise within the Town is unlawful.
(Ord. § , 2022, Ord. 150 § 1(a), 1972.)

9.44.015 Maximum Sound Level Exemptions

- A. The following exemptions shall apply:

1. Property maintenance appliances and tools. The noise from the use of property maintenance appliances and tools, such as lawnmowers, chainsaws, table saws and the like, that are maintained and used consistent with manufacturer's specifications and for regular property maintenance and preservation purposes, is exempt between the hours of 7:00 a.m. and 7:00 p.m. from the maximum sound levels permitted in Section 9.44.010.
2. iii. Impact noises. Impact noises are those noises whose peak values are more than 6 decibels higher than the values indicated on the sound level metered and occur for only a short duration, such as the noise of a forging hammer or punch press. The maximum noise levels permitted in Section 9.44.010 may be increased by 10 decibels for impact noises.
3. Temporary construction operations. The noise from the use and operation of construction equipment at active, temporary construction sites in residential zones is exempt from the maximum sound levels permitted in Section 9.44.010 for the hours between 7a.m. and 7p.m. The noise from the use and operation of construction equipment at active, temporary construction sites in mixed use/commercial zones is wholly exempt from the maximum sound levels permitted in Section 9.44.010.
4. Public maintenance. The noise from the use and operation of any Town, Teton County, or State of Wyoming equipment or activities, whether for repair, replacement, improvement, construction, or maintenance, including but not limited to snow removal operations, street cleaning, trash removal, etc., are exempt from the maximum sound levels permitted in Section 9.44.010.
5. Events. The noise from events conducted, sponsored, or approved by the Town, Teton County, or the State of Wyoming, or by authorized Town staff, including but not limited to dances, concerts, shows, festivals, sporting events, memorials, carnivals, and the like, are exempt from the maximum sound levels permitted in Section 9.44.010.
6. Permitted noise. The noise made pursuant to and in compliance with any permit issued under Section 9.44.050.
7. Emergency Vehicles. The noise from any authorized emergency vehicles.
8. Church or school chimes or bells. The noise from any church or school chimes or bells.

9.44.020 Noise defined. (Repealed).

~~"Noise" has the following meaning:~~

- A. ~~When related to a sound from a vehicle with a manufacturer's gross weight rating of ten thousand pounds on a prescribed truck route during the hours of six a.m. to nine p.m. on Monday through Saturday, the term means any such sound which exceeds eighty-eight decibels.~~

~~When related to all other sounds, from whatever source, the term means any such sounds which exceed eighty decibels.~~

(Ord. § , 2022, Ord. 150 § 1(b), 1972.)

9.44.030 Nonconforming operation of vehicles or other activities unlawful. (Repealed)

~~No person shall operate any type of vehicle, machine, device or carry on any other activity in violation of this chapter.~~

(Ord. § , 2022, Ord. 150 § 1(c), 1972.)

9.44.040 Test Measurement for excessive noise.

For the purpose of determining and classifying any noise as excessive or unusually loud, ~~and in violation of this chapter~~, the following test measurement and requirements shall be applied:

- A. The noise shall be measured on a decibel or sound level meter which conforms to ANSI American National Standards Institute ~~and international~~ standards and quality, operated on an "A" weighting scale.

- B. ~~If the noise is located within a dedicated public right-of-way, the noise shall be measured at a distance of at least twenty-five feet from its the source of the noise, when located within a dedicated public right of way.~~
- C. ~~If the noise is located on private property or public property, other than a dedicated public right of way, it shall be measured at least twenty-five feet from the property line of the property on which its the source of the noise is located.~~
- D. ~~Measurements with sound level meters shall be made when the wind velocity at the time and place of measurement is not more than five miles per hour, and, if the wind is more than 5 miles per hour, or twenty-five miles per hour with a wind screen shall be used. all sound level measurements, consideration shall be given to the effect of the ambient noise level created by the encompassing noise of the environment from all sources at the time and place of such sound.~~

(Ord. § , 2022, Ord. 150 § 1(d), 1972.)

9.44.050 Permit for relief from ~~noise maximum sound levels~~; ~~Application~~; ~~Approval~~.

- A. Applications for a permit for relief from ~~noise maximum sound levels~~ designated in ~~this chapter~~Section 9.44.010 may be made in writing to the Town Manager, or their designee~~Chief of Police~~. Any permit granted by the Town Manager, or their designee~~Chief of Police hereunder~~ shall contain all conditions upon which the permit has been granted and shall specify a reasonable time that the permit shall be effective. The Town Manager, or their designee~~Chief of Police~~ may grant ~~the relief as applied for the permit~~ if ~~he they~~ finds:
 - ~~1. That a~~Additional time is necessary for the applicant to alter or modify his activities or operations to comply with this chapter; or
 - ~~21. That,~~the activity, operation, or noise will be of temporary duration, and cannot be done in a manner that would comply with this chapter; or
 - ~~32. That a~~No other reasonable alternative is available to the applicant; and or
 - ~~43. That f~~ailure to issue the permit would constitute an undue hardship.
- B. The Town Manager, or their designee~~Chief of Police~~ may prescribe any requirements ~~he deems~~deemed necessary to minimize adverse effects upon the community or the surrounding neighborhood, as a condition to the issuance of a permit.
- C. The Town Manager, or their designee~~Chief of Police~~ shall either issue or reject any application submitted ~~to him~~in writing within five business days after receipt of the application. thereof, and ~~the~~ applicant may appeal, in writing to the Town Council, any decision of the Town Manager, or their designee~~Chief of Police~~, within ten business days after such decision is rendered.

(Ord. § , 2022, Ord. 150 § 2, 1972.)

9.44.060 Use of loudspeakers and sound producing devices to attract public to buildings prohibited.

Notwithstanding provisions in this chapter to the contrary, it is unlawful for any person, ~~firm or corporation~~ to use, operate, or permit to be played, used or operated, any radio receiving set, musical instrument, phonograph, loudspeaker, sound amplifier, or other machine or device for the producing or reproducing of sound which is cast upon the public streets for the purpose of commercial advertising or attracting the attention of the public to any business, building, or structure. ~~The operation of any such set, instrument, phonograph, machine or device in such a manner as to be plainly audible at a distance of fifty feet from the building or structure in which it is located shall be prima facie evidence of a violation of this section.~~

(Ord. § , 2022, Ord. 150 § 3, 1972.)

9.44.070 Attaching sound amplifying equipment to vehicles for advertising prohibited.

- A. No person shall operate, or cause to be operated within the Town ~~of Jackson~~, any motor vehicle or horse drawn vehicle having mounted thereon or attached thereto any sound amplifying equipment with such sound amplifying equipment in operation for commercial sound advertising purposes.

(Ord. § , 2022, Ord. 150 § 4, 1972.)

9.44.075 Compression brake ~~or jake brake~~.

- A. It is unlawful for any person to operate or use within the corporate limits of the Town any engine compression brake, or "jake brake," designed to be used in the braking or deceleration of any truck or vehicle. It is an affirmative defense to a violation of this section that the engine compression braking was used in an emergency to avoid damage to property or to avoid personal injury. No person shall operate or use any vehicle engine compression brake or "jake brake" within the corporate limits of the Town. (Ord. § , 2022, Ord. 878 § 2, 2008; Ord. 610 § 1, 1998; Ord. 131 § 6, 1970.)

9.44.077 Vibration

- A. Except for active, temporary construction operations and blasting for avalanche control, no activity shall cause or create a displacement for the frequencies prescribed in the table below. Vibration shall be measured at the site boundary line.

<u>Maximum Permitted Steady State Vibration Displacement</u>	
<u>Frequency (cycles per second)</u>	<u>Vibration Displacement (inches)</u>
<u>10 and below</u>	<u>0.0008</u>
<u>10 – 20</u>	<u>0.0005</u>
<u>20 – 30</u>	<u>0.0003</u>
<u>30 – 40</u>	<u>0.0002</u>
<u>40 and over</u>	<u>0.0001</u>

- B. Impact Vibrations. For impact vibrations, the maximum permitted vibration displacement shall be twice that permitted for steady state vibrations.
- ~~A-C.~~ temporary Construction Operations. For temporary construction operations occurring between the hours of 7:00 a.m. and 7:00 p.m., steady state vibrations and impact vibrations shall not exceed 2 times that permitted for permanent operations.
- D. Maximum Vibration Frequency. In no instance, except for temporary construction operations, shall an activity be permitted which creates a vibration beyond the boundaries of the site of the activity sufficient to cause a displacement of 0.003 inches.
- ~~B-E.~~ Measurement. For the purposes of this Section, vibration refers to ground transmitted oscillations. Earthborne vibrations are measured with a seismograph or accelerometer. With the portable seismograph, the earth vibrations are measured in 3 mutually perpendicular directions (1 vertical and 2 horizontal). The 3 motions are added vertically, and the resultant maximum vibration given as a single number. Steady state vibrations are earthborne oscillations that are continuous, with discrete pulses that occur at or more frequently than 100 times per minute. The frequency is the number of oscillations per second of vibration. Impact vibrations are earthborne oscillations occurring in discrete pulses at less than 100 pulses per minute.

9.44.080 Exceptions. (Repealed)

~~The requirements, prohibitions and terms of this chapter shall not apply to any authorized emergency vehicle when responding to an emergency call or when being used in an official capacity. (Ord. § , 2022, Ord. 1014 § 1, 2012; Ord. 150 § 5, 1972.)~~

9.44.090 Excessive noise--Penalty for violations. (Repealed)

~~Persons convicted of violating this chapter are guilty of a misdemeanor, and may be punished as provided in Section 1.12.010 of this code. (Ord. § , 2022, Ord. 150 § 7, 1972.)~~

9.44.100 Vehicle mufflers, horns and warning devices. (Repealed)

~~A. — Every motor vehicle shall at all times be equipped with a muffler or mufflers in good working order and in constant operation to prevent excessive or unusual noise and annoying smoke, and no person shall use a muffler cut out, by pass, or similar device upon a motor vehicle on the streets or alleys of Jackson. Anyone in violation of this subsection, upon conviction, shall be punished as provided in Section 1.12.010 of this code.~~

~~B.A. — Every motor vehicle shall be equipped with a horn in good working order, but no horn or warning device shall emit an unreasonably loud or harsh sound or a whistle. No vehicle shall be equipped with nor shall any person use upon a vehicle any siren, bell or whistle except as follows: Any authorized emergency vehicle may be equipped with a siren, whistle or bell of a type approved by the police department but such siren shall not be used except when such vehicle is operated in response to any emergency call and then only when reasonably necessary to warn pedestrians and other drivers. Anyone in violation of this section, upon conviction, shall be punished as provided in Section 1.12.010 of this code.~~

~~(Ord. § , 2022, Ord. 162 § 30, 1973.)~~

Chapter 9.48
VAGRANCY

Sections:

9.48.010 Designated--Warrant. (Repealed Ord. 1060, § 1, 2014)

Chapter 9.50 MARIJUANA USE

Sections:

9.50.010 ~~Using, p~~Possessing, ~~using,~~ or being under influence of marijuana ~~or~~ THC.

9.50.020 Definitions ~~of for~~ marijuana ~~use~~.

9.50.030 Probation and discharge of first-time offenders.

9.50.010 ~~Possessing, Using, possessing~~ or being under influence of marijuana ~~or~~ THC.

~~It is unlawful for any person to knowingly possess marijuana or THC in an amount less than one ounce or to knowingly use or be under the influence of marijuana or THC. Any person, possessing less than one ounce of marijuana or any person who knowingly or intentionally uses, smokes or is under the influence of marijuana in any highway, street, thoroughfare, or other public place within this Town, or any private house or place, is guilty of a misdemeanor, and, upon conviction, shall be punished as provided in Section 1.12.010 of this code.~~

~~(Ord. § , 2022;~~ Ord. 182 § 1 (part), 1975.)

9.50.020 Definitions ~~of marijuana~~for marijuana use.

A. "Marijuana" means all parts of the plant of the genus Cannabis, whether growing or not; the seed thereof; the resin extracted from any part of the plant; and every compound, manufacture, salt, derivative, mixture or preparation of the plant, its seeds or resin.

B. "Marijuana" does not include:

i. ~~It does not include~~ the mature stalks of the plant, fiber produced from the stalks, oil or cake made from the seeds of the plant, any other compound, manufacture, salt, derivative, mixture or preparation of the mature stalks (except the resin extracted therefrom), fiber, oil or cake, or the sterilized seed or the plant which is incapable of germination.

ii. "Hemp" or "hemp product" as defined in W.S. § 11-51-101.

C. "THC" is tetrahydrocannabinol, which means synthetic equivalents of the substances contained in the plant or in the resinous extractives of Cannabis, sp. and/or synthetic substances, derivatives and their isomers with similar chemical structure and pharmacological activity.

D. "THC" does not include "hemp" or "hemp product" as defined in W.S. § 11-51-101.

~~(Ord. § , 2022;~~ Ord. 182 § 1 (part), 1975.)

9.50.030 Probation and discharge of first-time offenders.

~~Whenever any person who has not previously been convicted of any offense under any statute of the United States or of any state relating to narcotic drugs, marijuana, or stimulant, depressant, or hallucinogenic drugs pleads guilty or no contest to or is found guilty of using, possessing or being under the influence of marijuana or THC under Section 9.50.010, the court, without entering a judgment of guilt and with the consent of the accused and the prosecutor, may defer further proceedings and place them on probation upon terms and conditions satisfactory to the court. Upon violation of a term or condition, the court may enter an adjudication of guilt and proceed as otherwise provided. Upon fulfillment of the terms and conditions, the court shall discharge the person and dismiss the proceedings against them. Discharge and dismissal under this section shall be without adjudication of guilt and is not a conviction for purposes of disqualifications or disabilities imposed by law upon conviction of a crime. There may be only 1 discharge and dismissal under this section with respect to any person. This section shall not be construed to provide an exclusive procedure. Any other procedure provided by law relating to suspension of trial or probation, may be followed, in the discretion of the court.~~

~~Section 35-7-1037 of the Wyoming Statutes, the same being the Probation and discharge of first time offenders, as such section may be amended from time to time, is hereby adopted by reference and incorporated herein as a part of this chapter in full as if completely set forth herein.~~

~~(Ord. § , 2022; Ord. 1065 § 1, 2014)~~

Chapter 9.52
INJURY TO OR DESTRUCTION OF PROPERTY

Sections:

9.52.010 Defacing or destroying property.

9.52.015 Destroying or interfering with property of another. (Repealed)

9.52.020 Tearing down notices and advertisements. (Repealed)

9.52.030 Endangering public and private property by careless burning.

9.52.040 Throwing stones or missiles.

9.52.050 ~~Unlawful acts against public property and property open to the public~~ Definitions.

9.52.060 Unlawful acts on and against public property

9.52.070 Camping on public property

9.52.010 Defacing or destroying property.

~~It is unlawful for any person to knowingly deface, injure, interfere, tamper with, remove, or destroy the property of another without the owner's consent. Any person who willfully injures, defaces or destroys any building and fixtures thereof, or injures or destroys, or secretes any goods, chattels, or valuable papers of another or prepares any deadfall or digs any pit or arranges any trap with intent to injure another's person or property; or takes down, injures or removes any monument, street sign or any tree mark, at the boundary of any land or Town lots; or destroys, defaces or alters the marks of any monument or street sign; or injures or destroys any fence or foundation, or any shade or fruit trees or any other public or private property, or defaces any sidewalks with painted or printed handbills, or signs, posters or advertisements, shall be punished in accordance with Section 1.12.010 of this code.~~

~~(Ord. § , 2022; Ord. 289 § 13, 1982; Ord. 14 § 4, 1926.)~~

9.52.015 Destroying or interfering with property of another. (Repealed)

~~It is unlawful for any person in any way to willfully injure, mar, deface, mutilate, molest or destroy any automobile, motorcycle, or other property not his own or to drive or take or carry the same away, or to handle or tamper with the same, or any part thereof, or the machinery thereof within the Town of Jackson.~~

~~(Ord. § , 2022; Ord. 879 § 2, 2008; Ord. 610 § 1, 1998; Ord. 131 § 32, 1970.)~~

9.52.020 Tearing down notices and advertisements. (Repealed)

~~Any person who without authority tears down or defaces any ordinance, bill, notice, advertisement, or other paper of a business of legitimate character, lawfully posted up within the limits of the Town, shall be punished in accordance with Section 1.12.010 of this code.~~

~~(Ord. § , 2022; Ord. 289 § 14, 1982; Ord. 14 § 8, 1926.)~~

9.52.030 Endangering public and private property by careless burning.

It is unlawful for anyone to burn trash, rubbish, grass, or any other ~~combustible~~ material either in or out of an incinerator, which through lack of supervision or through carelessness, causes a fire to spread to other property ~~and which in turn causes the fire department to be called to extinguish the blaze. Anyone in violation of this section, upon conviction, shall be punished as provided in Section 1.12.010 of this code.~~

~~(Ord. § , 2022; Ord. 162 § 15, 1973.)~~

9.52.040 Throwing stones or missiles.

~~No person shall~~It is unlawful for any person to throw, shoot or propel an arrow, missile, pellet, stone, metal or other similar substance capable of causing physical harm to persons or property, in or on any public place, in or on the property of another, or from any private property into or onto any public place or the property of another. This section does not apply to supervised archery ranges or instruction nor when otherwise lawfully authorized~~throw any stone or any other missiles upon or at any building, or other public or private property, or upon or at any person on any street, public place, or private property, and upon conviction therefor shall be punished as provided in Section 1.12.010 of this code.~~
(Ord. § , 2022, Ord. 162 § 25, 1973.)

9.52.050 **Definitions**~~Unlawful acts against public property and property open to the public.~~

~~WHEREAS, the City of Jackson has an important governmental interest in ensuring the streets and public areas within the city are readily accessible and available to residents and the public at large; and~~
~~WHEREAS, the use of these areas for camping purposes interferes with the rights of others to use the areas for which they were intended; and~~
~~WHEREAS, the use of these areas for camping purposes can constitute a public health and safety hazard which adversely impacts the environment, commercial areas, and residential neighborhoods; and~~
~~WHEREAS, camping activities typically take place in areas with high levels of combustible vegetation and the unauthorized or inappropriate use of outdoor cooking equipment, open flame, fires or stoves typically associated with camping creates a major fire threat to life, safety and property, including public and private property; and~~
~~WHEREAS, the purpose of this chapter is to maintain streets, parks and other public property within the City of Jackson in a clean, sanitary and accessible condition and to adequately protect the health, safety and public welfare of the community, while recognizing that, subject to reasonable conditions, camping and camping activities associated with special events can be beneficial to the cultural and educational climate in the city; and~~
~~WHEREAS, it is not the intent of the City of Jackson to punish any citizen based solely upon such citizen's status alone, but to enact an ordinance ensuring ready and equal access to public property by the community while preserving the health, safety and welfare of all citizens; and~~
~~WHEREAS, nothing in this chapter is intended or shall be construed to interfere with the otherwise lawful and ordinary uses of public property.~~
(Ord. 1066 § 1, 2014)

Definitions:

~~Aa.~~ “Public property” means any publicly owned property within the Town of Jackson or property that is open to the general public, and includes, but is not limited to, any park, playground, sidewalk, road, street, alley, way, curb, vacant lot, undeveloped tract, or any part of any public right-of-way, including those devoted to any planting or park-like use.

~~bB.~~ “To camp” or “camping” means the use of public property ~~for a living accommodation by establishing a temporary shelter and carrying out to undertake~~ camping activities for the purpose of remaining overnight regardless of the intent of the individual. This definition excludes car camping.

~~cC.~~ “Camping activities” include, but are not limited to, activities, ~~such as making preparations to sleep (such as setting up temporary shelters and the laying down bedding materials),~~ storing personal belongings, cooking, building fires or igniting stoves, and setting up, placing, pitching, building, or occupying temporary shelters, in combination with one another or in combination with either sleeping or making preparations to sleep.

~~dD.~~ “Car camping” means the use of public property to park a vehicle to undertake camping activities within and about said vehicle ~~and have persons sleep in said vehicle while parked~~ for the purpose of remaining overnight regardless of the intent of the individual.

eE. "Temporary shelters" include, but are not limited to, tents, huts, vehicles (such as passenger cars, trucks, recreational vehicles, and trailers), bivouacs, lean-tos, dug-out earthen enclosures, and canvass or tarpaulin enclosures.

fF. "Storing" means to put aside or accumulate for use at a later time or when needed; to place, cache, or stockpile for safekeeping; to collect or put away for future use.

gG. "Vehicles" includes all motor vehicles, such as passenger cars and trucks, SUVs, farm trucks, RVs, camper vans, and includes trailers attached to such vehicles.

(Ord. § , 2022, Ord. 1066 § 1, 2014)

9.52.060 Unlawful Acts on and against public property.

A. ~~It is unlawful for any person~~ On any public property ~~and/or property open to the general public, it is unlawful for any person without authority to knowingly, and without authority, to:~~

1. Buildings and other property: ~~Deface, injure, interfere, tamper with, remove, displace, or destroy any building, railing, bench, signs, notices, placards, monuments, stakes, posts, boundary markers, wall or rock border, structures, equipment, facilities, or appurtenances thereof.~~

2. ~~Public utilities. Deface, injure, interfere, tamper with, remove, displace, or destroy any paving, paving material, curb marking, water line, or any facilities or property and equipment of any public utilities or parts or appurtenances thereof.~~

~~Disfiguration and Removal. Willfully mark, deface, disfigure, injure, tamper with, displace, or remove, any building, railing, bench, paving, paving material, water line, or any facilities or property and equipment of any public utilities or parts or appurtenances thereof, signs, notices, or placards, whether temporary or permanent, monuments, stakes, posts, or other boundary markers, wall or rock border, or other structures or equipment, facilities or public property or appurtenances whatever, either real or personal.~~

3. Restrooms and Washrooms. Fail to cooperate in maintaining restrooms and washrooms in a neat and sanitary condition. ~~No person over the age of six years shall use the restrooms and washrooms designated for the opposite sex.~~

4. Removal of Natural Resources. To dig or remove any sand, soil, rock, stones, trees, shrubs, or plants, down timber or other wood or materials, or make any excavation by tool, equipment, blasting, or other means ~~or agency.~~

5. Erection of Structures. Construct or erect any building or structure of whatever kind, whether permanent or temporary in character, any tent, fly or windbreak, or run or string any rope, cord, or wire into, upon, or across, any public property, except on special permit issued by the Town Council.

6. ~~Commit Nuisance~~ Public Urination. Urinate or defecate, except in a public restroom.

2. Trees, Shrubbery and Plants:

7. ~~Parks, Trees, Shrubbery, Plants. Injury and Removal. Without a Town permit, to d~~Damage, cut, carve, burn, transplant, or remove any tree or plant, ~~or~~ injure the bark of any tree, or pick the flowers or seeds of any tree or plant. No person shall dig or otherwise disturb, or in any other way injure or impair the natural beauty or usefulness of any park area. Nor shall any person attach any rope, wire, or other contrivance to any tree or plant, with the exception that slacklining is allowed in Town parks, other than Miller Park and George Washington Park (~~a/k/a~~ Town Square), subject to the following rules and guidelines:

- i. In the event metal poles have been placed in a Town park, slacklines shall be attached to the metal poles and not attached to trees;
- ii. In the event metal poles are unavailable in a Town park, slacklines shall only be attached to trees greater than 12" in diameter;
- iii. Slacklines shall be secured utilizing proper tree protection ~~with~~ no wire cables directly in contact with the tree;

- iv. Slacklines shall be completely removed when not in use;
- v. Slacklines shall not be left unattended; and,
- vi. Slacklines shall be placed to not interfere with pedestrian traffic or other park use.

~~a. No person shall dig in or otherwise disturb, or in any other way injure or impair the natural beauty or usefulness of any park area.~~

~~(Ord. 1068, § 1, 2014; Ord. 950 § 1, 2009; Ord. 879 § 3, 2008; Ord. 635 § 1, 1999.)~~

8. Climbing Trees ~~and Structures, etc.~~ Climb any tree, or climb, walk, stand, or sit upon monuments, fountains, railings, fences, planted areas, or upon any other property not designed or customarily used for such purposes.

9. Interfering with Traffic. ~~or to intentionally s~~Stand, sit, or lie in or upon any street, sidewalk, stairway or crosswalk so as to prevent free passage of persons or vehicles passing over, along or across any street, alley, public way, sidewalk, stairway or crosswalk.

103.—Refuse, ~~and~~ Trash, and Littering. Drop, throw, place, discard, dump, leave or otherwise deposit any bottles, broken glass, garbage, ashes, paper, boxes, cans, dirt, rubbish, waste, refuse or other trash ~~on any public property and/or property open to the general public~~, except in waste containers provided therefore. No such refuse or trash shall be placed in any waters in or contiguous to any park, or planted area, or left anywhere on the grounds thereof.

11. 4.—Loitering and Boisterousness. (Repealed Ord. 1059 § 1, 2014)

5.—12. Merchandise sales on public property~~Vending and Peddling.~~ ~~Expose or o~~Offer for sale or for show any goods or merchandise~~article or thing~~, or ~~station or~~ place any stand, cart, or vehicle for the transportation, sale, or display of any such article or thing~~goods or merchandise~~, without first obtaining a Town license ~~therefore;~~

613. Begging. ~~(Repealed Ord. § , 2022).~~ ~~To beg or to go from door to door of private homes or commercial and business establishments, or place himself in or upon any public way or public place to beg or solicit to receive money or other things of value;~~

14.7. Advertising in a Park. ~~(Repealed Ord. § , 2022).~~ ~~Announce, advertise, or call the public attention in any way to any article or service for sale or hire;~~

815. Signs. Paste, glue, tack, or otherwise post any sign, placard, advertisement, or inscription ~~whatever, nor shall any person or~~ erect or cause to be erected any sign whatever on any public lands or highways or roads ~~, without first obtaining permission of the Town Council;~~

~~C.~~

9.52.070 Camping in on Unlawful public Placesproperty.

- A. It is unlawful for any person to camp on public property within the Town ~~of Jackson.~~ ~~Camping is taking place when, considering the totality of circumstances and activities engaged in, it reasonably appears that an individual(s) is in fact using public property as a living accommodation to undertake camping activities for the purpose of remaining overnight regardless of the intent of the individual(s).~~
- B. It is unlawful for any person ~~(s)~~ to car camp on any public property within the Town ~~of Jackson.~~ ~~Car camping is taking place when, considering the totality of circumstances and activities engaged in, it reasonably appears that an individual(s) is in fact using a car vehicle parked on public property as a living accommodation to undertake camping activities within and about said vehicle for the purpose of remaining overnight regardless of the intent of the individual(s).~~
- C. Individuals may camp or car camp on public property under the following circumstances:
 - 1. With ~~a~~ Special Event Permit issued in connection with a Special Event in accordance with Jackson Municipal Code ~~§ 12-28;~~
 - 2. With an approval from the Jackson Town Council; or
 - 3. With a permit issued under the Town of Jackson Land Development Regulations.

~~D. Any individual violating any of the provisions of this ordinance shall, upon conviction thereof, be punished as provided in Section 1.12.010 of this Code.~~

(Ord. § , 2022, Ord 1177 § 1, 2017; Ord. 1066 § 1, 2014; Ord. 950 § 1, 2009; Ord. 879 § 3, 2008; Ord. 635 § 1, 1999.)

~~(Ord. 1066 § 1, 2014; Ord. 950 § 1, 2009; Ord. 879 § 3, 2008; Ord. 635 § 1, 1999.)~~

Chapter 9.54
UNLAWFUL REMOVAL OR DESTRUCTION OF NEWSPAPERS
(~~Repealed. Ord. _____, 2022, Ord 822 § 1, 2006~~)

Sections:

~~9.54.010 Unlawful Removal or Destruction of Newspapers.~~

~~9.54.020 Definitions.~~

~~9.54.030 Unlawful removal of newspapers.~~

~~9.54.040 Unlawful removal of papers for sale or trade.~~

~~9.54.050 Unlawful purchase of newspapers by recyclers.~~

~~9.54.010.—Unlawful Removal or Destruction of Newspapers.~~

~~The purpose of this chapter is to prohibit the unauthorized removal of newspapers before they reach their intended reading public, including the unauthorized removal of newspapers circulated to the public free of charge, because such conduct injures the people of the Town of Jackson by depriving them of informative printed news, entertainment, and public notices.~~

~~9.54.020.—Definitions.—~~

~~A.—Newspaper. For purposes of this chapter, "newspaper" shall mean any publication made available to the public on a periodic basis (whether daily, weekly, monthly or quarterly), regardless of whether a fee is charged for the publication. "Newspaper" includes magazine.~~

~~—B.—Newsracks. For purposes of this chapter, "newsracks" shall mean any self-service or coin-operated box, container, storage unit, or other dispenser, installed, used, or maintained for the display, distribution, or sale of newspapers.~~

~~—C.—Residential property. For purposes of this chapter, "residential property" shall mean any property attached or adjacent to a single-family residence, apartment, or other building used as a residential dwelling where a person would reasonably expect newspapers to be placed for the use of individuals residing in the building. Such property includes, but is not limited to, any front yard, driveway, or mailbox associated with such dwelling.~~

~~—D.—Storefront. For purposes of this chapter, "storefront" shall mean any property attached or adjacent to a business, including but not limited to grocery or convenience stores, where a person would reasonably expect newspapers to be placed for the use of the business.~~

~~—E.—Bundles. For purposes of this chapter, "bundles" shall mean a quantity of newspapers gathered or bound together by a publisher or distributor for the purpose of distribution to merchants, retailers, or its intended audience.~~

~~—F.—Bundle drop locations. For purposes of this chapter, "bundle drop locations" shall mean places where bundles are placed for subsequent distribution or sale by authorized delivery persons, merchants, or retailers.~~

~~9.54.030.—Unlawful removal of newspapers.~~

~~It shall be unlawful for any person to:~~

~~A. Remove more than one copy of a newspaper from any newsrack, or to damage said newspapers, for the purpose of depriving others of the opportunity to read said newspapers. This prohibition shall not apply to the authorized representative of the owner or operator of any newsrack, or any publisher, authorized printer, or authorized distributor of said newspaper.~~

~~B. Remove a newspaper from any residential property, or to damage said newspaper, for the purpose of depriving others of the opportunity to read said newspapers. This prohibition shall not apply to the intended recipient at the residential property where the newspaper is delivered.~~

~~C. Remove a bundle from any storefront or bundle drop location, or to damage said newspapers, for the purpose of depriving others of the opportunity to read said newspapers. This prohibition shall not apply to the authorized representative of the owner or operator of any storefront, the intended recipient of said bundle, or any publisher, authorized printer, or authorized distributor of said newspaper.~~

~~9.54.040. Unlawful removal of papers for sale or trade.~~

~~It shall be unlawful for any unauthorized person to remove newspapers or a bundle from any newsrack, storefront, or bundle drop location, for the purpose of (1) selling such newspapers to any recycler, or (2) selling, trading, or bartering such newspapers to anyone for any payment. This prohibition shall not apply to the authorized representative of the owner or operator of any newsrack or storefront, the intended recipient of said bundle, or any publisher, authorized printer, or authorized distributor of said newspaper.~~

~~9.54.050. Unlawful purchase of newspapers by recyclers.~~

~~It shall be unlawful for a recycler, or any other person or entity, to purchase more than one copy of any newspaper, or to obtain more than one copy of any newspaper through trade or barter, from any person selling or trading said newspapers under circumstances that are sufficient to give a reasonable person knowledge that the seller or trader has removed, taken, or appropriated such newspapers without authorization before they reached their intended reading public. Circumstances sufficient to give a reasonable person such knowledge include, but are not limited to, being offered for purchase, trade or barter a bundle or bundles of multiple copies of the same edition of a newspaper by any person other than a publisher, printer, distributor, or retail seller of such newspaper, or an authorized representative of such a publisher, printer, distributor, or retail seller.~~

~~(Ord. 822 §1, 2006)~~

Chapter 9.56
TRESPASS--UNAUTHORIZED ACCESS TO UTILITIES

Sections:

9.56.010 Criminal trespass.

[9.56.015 Criminal Entry](#)

9.56.020 Willful injury to or destruction of property. [\(Repealed\)](#)

9.56.030 Unauthorized access to public utilities. [\(Repealed\)](#)

9.56.010 Criminal trespass.

~~It is unlawful for any person to enter or remain on or in the land or premises of another person, knowing they are not authorized to do so, or after being notified to depart or to not trespass either by personal communication to the person by the owner or occupant, or their agent, or by a peace officer, or by the posting of signs reasonably likely to come to the attention of intruders.~~

~~Whoever, enters into or upon the land or premises of another, after being lawfully notified or forbidden to do so by the owner or occupant, or his agent or servant; or who, being upon the land or premises of another, shall be lawfully notified to depart therefrom by the owner or occupant, or his agent or servant, and thereafter neglects or refuses to depart therefrom, is guilty of criminal trespass and upon conviction shall be punished as provided in Section 1.12.010 of this code.~~

~~(Ord. _____, 2022; Ord. 162 § 9, 1973.)~~

[9.56.015020 Criminal Entry](#)

A. ~~It is unlawful for any person, without authority, to knowingly enter a building, occupied structure, vehicle or cargo portion of a truck or trailer, or a separately secured or occupied portion of those enclosures.~~

B. ~~It is an affirmative defense to prosecution under this section that:~~

- ~~1. The entry was made because of a mistake of fact or to preserve life or property in an emergency;~~
- ~~2. The enclosure was abandoned;~~
- ~~3. The enclosure was at the time open to the public and the person complied with all lawful conditions imposed on access to or remaining in the enclosure; or~~
- ~~4. The person reasonably believed that the owner of the enclosure, or other person empowered to authorize access to the enclosure, would have authorized them to enter.~~

~~(Ord. _____, 2022)~~

9.56.020 Willful injury to or destruction of property. [\(Repealed\)](#)

~~Any person who willfully injures or destroys any property of another or public property is guilty of a crime and shall be punished upon conviction as provided in Section 1.12.010 of this code.~~

~~(Ord. _____, 2022; Ord. 162 § 10, 1973.)~~

9.56.030 Unauthorized access to public utilities. [\(Repealed\)](#).

~~No unauthorized person shall have access to water, curb boxes, valve boxes, fire hydrants or stops, and to sewer manhole covers. Anyone in violation of this section, upon conviction, shall be punished as provided in Section 1.12.010 of this code.~~

~~(Ord. _____, 2022; Ord. 162 § 11, 1973.)~~

~~VI.~~ 9.60 Chapter
Consumer Protection
(Reserved)

Chapter 9.64

CONTRIBUTING TO DELINQUENCY--USE OF LIQUOR/~~TOBACCO or NICOTINE~~

Sections:

9.64.010 Selling or furnishing liquor to minors~~Contributing to delinquency of minors.~~

9.64.020 Possession and consumption of liquor by minors.

9.64.025 Purchase of liquor and falsification of identification by minors

9.64.030 Minors entering liquor establishments.

9.64.040 Possession and consumption of nicotine products by minors.

9.64.045 Purchase of nicotine products and falsification of identification by minors.

9.64.010 Selling or furnishing liquor to minors. ~~Contributing to delinquency of minors.~~

It is unlawful for any person, either directly or indirectly, to sell, offer for sale, furnish, give away, or deliver any alcoholic liquor or malt beverage to any person under the age of 21, who is not their legal ward, medical patient, or member of their own immediate family, or to permit a person under the age of 21 to enter or remain in any place that primarily sells alcoholic liquor or malt beverage. This section does not apply to sales by the Wyoming Liquor Division or a wholesaler to a liquor license holder.

~~It is unlawful for any person to cause or encourage any minor person to violate any law of the state of Wyoming or the Town, or for any person to send or cause to be sent, any such minor to, or permit any such minor to be or remain in, any house of prostitution or assignation, or any room, building or place where intoxicating liquor is kept, possessed, sold or bartered, or to buy for, give to, or furnish, either directly or indirectly, any intoxicating liquors or malt beverages to any person or persons under the age of twenty one years. Any such person in violation of this section, upon conviction, shall be punished as provided in Section 1.12.010 of this code.~~

(Ord. _____, 2022; Ord. 594 § 1, 1998; Ord. 162 § 18, 1973.)

9.64.020 Possession and consumption of liquor by minors.

It is unlawful for any person under the age of 21 to possess or consume any alcoholic liquor or malt beverage or to have a measurable blood, breath, or urine alcohol concentration in their body, except as otherwise provided under W.S. § 12-6-101~~Any person under the age of twenty one years who has any alcoholic or malt beverage in his possession, or who is drunk or under the influence of intoxicating liquor within the Town of Jackson, and not falling within those exceptions set forth in W.S. § 12-6-101 is guilty of a misdemeanor. Anyone in violation of this section upon conviction shall be punished as provided in Section 1.12.010 of this code.~~

(Ord. _____, 2022; Ord. 1064 § 1, 2014; Ord. 750 § 1, 2004; Ord. 162 § 19, 1973.)

9.64.025 Purchase of liquor and falsification of identification by minors

It is unlawful for any person under the age of 21 to purchase or attempt to purchase, or misrepresent his identity or age or use any false or altered identification for the purpose of purchasing or attempting to purchase any alcoholic liquor or malt beverage or to enter any place where the chief product of sale is alcoholic liquor or malt beverage.

(Ord. _____, 2022)

9.64.030 Minors entering liquor establishments.

It is unlawful for A~~any~~ person under the age of ~~twenty one~~21 years ~~who~~to enters into ~~and or~~ remains in any place where the chief product of sale is alcoholic liquor ~~which sells intoxicating or malt~~

~~liquors beverage~~ after being requested to leave by the liquor license holder, ~~theirs~~ agents, servants, or employees, or by any law enforcement officers, ~~is guilty of a misdemeanor.~~
(Ord. _____, 2022, Ord. 89 § 1, 1964.)

9.64.040 Possession and consumption of nicotine products by minors.

It is unlawful for any person under the age of 21 to possess or use any nicotine products, which includes any and all tobacco products, electronic cigarettes, and vaporizers that contain nicotine or synthetic nicotine.
(Ord. _____ § _____, 2022)

9.64.0450 Purchase of nicotine products and falsification of identification by minors.

It is unlawful for any person under the age of 21 to purchase or attempt to purchase, or misrepresent his identity or age or use any false or altered identification for the purpose of purchasing or attempting to purchase, any nicotine products, which includes any and all tobacco products, electronic cigarettes, and vaporizers that contain nicotine or synthetic nicotine.
(Ord. _____ § _____, 2022)

Chapter 9.68
POSSESSION OR USE OF WEAPONS

Sections:

9.68.020 Drawing dangerous weapons. (Repealed)

9.68.030 Carrying concealed weapons. (Repealed).

9.68.040 ~~Firing gun or explosives unlawful~~ Discharging firearms prohibited.

9.68.020 Drawing dangerous weapons. (Repealed)

~~Whoever draws or threatens to use any pistol, dirk, knife, slingshot, or any other deadly or dangerous weapon, already drawn, upon any other person, upon conviction shall be punished as provided in Section 1.12.010 of this code; provided, that the provisions of this section shall not apply to a person drawing or threatening to use such dangerous or deadly weapons in defense of his person or property, or in defense of those entitled to his protection by law.~~

~~(Ord. §, 2022; Ord. 162 § 5, 1973.)~~

9.68.030 Carrying concealed weapons.

Repealed.

(Ord. 1108 § 1, 2016; Ord. 162 § 6, 1973.)

9.68.040 ~~Firing gun or explosives unlawful~~ Discharging firearms prohibited

A. It is unlawful for any person, other than a law enforcement officer, to discharge any firearms within the Town, unless discharge occurs within the confines of an indoor range. For the purposes of this section, "firearm" means any weapon which will or is designated to expel a projectile by the actions of an explosive.

B. This ordinance is enacted in conformance with Wyo. Stat. Ann. §6-8-401 and pursuant to Wyo. Stat. Ann. §15-1-103(a)(xviii), by regulating conduct which disturbs the peace and jeopardizes the public health, safety, and peace of the Town.

~~It shall be unlawful for any person, other than a law enforcement officer, within this Town, to: fires or discharges any cannons, guns, fowling piece, pistol, or firearms of any description, or fires, explodes, or sets off any squib, firecracker or other thing containing powder, or other combustible or explosive material,~~

~~A. A person may apply to without permission from the Town Manager, or their designee Council, or written from the Mayor, which for permission to commit acts set forth in subsection A hereof, which permission shall limit the time of such firing and shall be subject to be revocation ked by the same Mayor or Town Council any time after the same has been granted, every such person shall, upon conviction, be punished as provided in Section 1.12.010 of this code.~~

~~(Ord. §, 2022; Ord. 162 § 24, 1973.)~~

MEMORANDUM

TO: Mayor and Town Council

FR: Larry Pardee, Town Manager

DT: May 2, 2022

RE: Town Manager's Report

Leadership Development Training and Values Session

Town staff had two culture and engagement training opportunities the week of April 25 with Jason Barger, our culture and leadership consultant. Jason's trainings are rooted in servant leadership, gratitude, compassion, culture development, innovation and mission/vision. He focuses on thermostat cultures – how the best organizations proactively shape the culture they desire. From previous trainings with the Town organization, staff identified a desire to establish a 'leadership academy' where employees in the organization that are current leaders, emerging leaders and those wanting to lead from where they are in the organization had an opportunity learn more about leadership topics, culture development and shaping, engaging with employees across departments, and working towards active steps to improve their focus, commitment to public service, engagement with the organization, and their communication effectiveness with others in the organization and those they may supervise. The morning session on Tuesday was the 'capstone' session for the first leadership development class where employees talked about their top learning from all of the sessions held since September 2021 and also shared with the group where they plan to focus their energy on improvements and some action steps for the next 3 months to get started down that road.

The afternoon session led by Jason Barger was an opportunity to spend time on the Town of Jackson Values and take time out of our very busy schedules to focus on culture which is very important, but may not always rise to the most urgent tasks we need to complete. Staff that attended had the opportunity to connect with small groups of employees from across departments (something not everyone has had the chance to do since COVID), check-in on the Town of Jackson Values, and enter into dialogue about where we might want to consider some updates to our Values language moving forward. The Town of Jackson Values need to evolve with the organization and we need to always be willing to step back, reevaluate where we may be able to make improvements, and have courageous conversations to allow everyone to share where we might be ready to make changes.

Department Directors will be working to select the next class of Town employees invited to participate in leadership development training for FY23 and we will also be planning the next Values session where we will enter into dialogue about updating the Town's Values to clarify that the Town's focus isn't only on exceptional service to external customers but to internal customers as well (each other).

Diversity, Equity, and Inclusion Speaker

The Town has been working on dialogues around equity and inclusion. At a conference last year, some Councilmembers and staff were able to hear from Diego Zegarra who works on social equity in Park City. Zegarra will be in Jackson presenting to a number of groups in our community and will present his perspective to Town employees and Councilmembers who are interested and able to make it. The Town believes that having conversations about diversity, equity, and inclusion is important to our organization to help us do the following.

- Acknowledge the humanity in everyone that works for and interacts with the Town
- See things from different perspectives to ensure community safety
- Understand different perspectives to remain aware, open, and professional at our workplace

Diego Zegarra will be in the Council Chambers from 1-2:30 on Monday, May 2. Please join us if you are able.