

Special Joint Information Meeting

TOWN COUNCIL & COUNTY COMMISSIONER MEETING

May 23, 2022

1:30-5:00 P.M.

Council Chambers

Chair: Hailey Morton Levinson

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

I. ZOOM LINK FOR PUBLIC PARTICIPATION

To join, click the link or copy to your browser: https://us02web.zoom.us/j/81691338148?pwd=9k6ESxYg9_kAQexJwsk9kafP-Gz6kl.1

If the link does not work, join at zoom.com with Webinar ID **816 9133 8148** Password: **83001**
or join by phone **+1 669 900 9128** with Webinar ID **816 9133 8148** and Passcode: **83001**

II. CALL TO ORDER AND ROLL CALL

III. DISCUSSION/ACTION ITEMS

1:30-3:00pm Outstanding Joint Department Issues and BUILD Grant Local Match (Larry Pardee & Alyssa Watkins)

3:00-5:00pm SPET Discussion & Initial Ranking/Voting to Establish Finalist List (Roxanne Robinson)

IV. ADJOURN

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



JOINT INFORMATION MEETING

AGENDA DOCUMENTATION

SUBMITTING DEPARTMENT: Administration

PRESENTER: Larry Pardee & Alyssa Watkins

MEETING DATE: May 23, 2022

SUBJECT: FY23 Budget Discussion for Outstanding Joint Department Budgets.

STATEMENT/PURPOSE

The purpose of this item is for the JIM to discuss outstanding joint department items.

BACKGROUND/ALTERNATIVES

The JIM met on 4/26 to discuss joint department budgets. Since then, the Board of County Commissioners (BCC) and Town Council (Council) have met separately to discuss their budgets. A couple items have been raised for further discussion and these are listed below. Today is the last scheduled JIM meeting on budgets. Should budget issues not get resolved today or further issues get resolved, these may not get resolved before the Town Council's budget adoption on June 21, 2022. If issues are not resolved prior to adoption, it would require continued discussion into July and would require a budget amendment.

Joint departments and discussion items:

- Parks and Recreation:
 - o Operations
 - Park Tree Replacements- \$5,000
 - Town Square Lighting Contract- \$21,000
 - Winter Pathway snowplowing from Game Creek to Munger Elementary- \$8,000
 - Re-sodding in Town Square- \$3,500
 - o Capital
 - CMMS Software data input for Current Rec. Center Mechanical - \$21,000
 - County P&R Managed Facilities Bearproof Trash Cans (x16)- \$40,000
- Fire/EMS:
 - o BCC approved 7 FTEs. The fiscal impact is \$XYZ to the County and \$XYZ to the Town.
- The County recommended budget contains a 2.5% merit wage increase and they are discussing the potential for an additional 7.5% - 10% wage increase. The Town recommended budget contains a 3% wage increase and has funds set aside to implement the results of the classification and compensation study sometime in August/September. Do the County Commissioners and/or Town Council have changes to make to recommended wage increases? What is the fiscal impact to each entity?

While these joint departments may or may not have edits, no pending issues have been raised by either governing body. If the BCC or Council do not bring these up during the meeting, staff will consider these budgets ready for adoption:

- Dispatch/E911
- Animal Shelter
- Victim Services
- Pathways
- START
- Housing
- Emergency Management

COMPREHENSIVE PLAN ALIGNMENT

To successfully implement the Comprehensive Plan, Council must set priorities, be strategic, and be disciplined. A critical component is prioritizing and identifying the necessary level of funding to address desired goals, policies, and strategies, which is all critical to the successful implementation of Town Priorities and the Comprehensive Plan. In addition, many of the programs and strategies called for in the Comprehensive Plan come at an additional cost to the community that current funding levels cannot accommodate. 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.”

STAKEHOLDER ANALYSIS

FISCAL IMPACT

None at this time.

STAFF IMPACT

County and Town staff spend considerable hours reconciling and managing joint budgets.

LEGAL REVIEW

None at this time.

ATTACHMENTS

RECOMMENDATION

Staff recommends the BCC and Council inform each other as to their intention on the outstanding budget issues where expenditures are shared.

SUGGESTED MOTION

No motions are necessary.



JOINT INFORMATION MEETING AGENDA DOCUMENTATION

SUBMITTING DEPARTMENT: Town and County Administration

PRESENTER: Roxanne Robinson

MEETING DATES: May 23, 2022

SUBJECT: SPET Discussion, Initial Ranking/Voting to Establish List, and Key Decisions

STATEMENT/PURPOSE

The purpose of the May 23rd meeting is for the Town Council and County Commission to continue their dialogue on the Specific Purpose Excise Tax (SPET) funding, to conduct an initial ranking/voting to establish a list for continued discussion, answer key questions, and potentially reaffirm previous decisions made about SPET. Public comment will not be taken at this meeting. There will be additional opportunity for public comment at the June 6th and July 11th JIMs and at any other JIM that the Council and Commission deem appropriate for specific public comment on potential SPET ballot initiatives.

BACKGROUND/ALTERNATIVES

At the May 9, Special JIM, the Council and Commission removed the County Fairgrounds and Events Complex and the County Joint South Park Landing Park West Development from consideration for SPET. Below is a summary table of the remaining SPET applications for consideration. Individual applications are posted on the Town and County websites.

SPET Applications Remaining For Consideration		
Project	Total Project Costs	SPET Request
Town: Town Employee Housing Projects \$20,000,000	\$ 30,000,000	\$ 20,000,000
Town: Walkable Community	\$ 3,000,000	\$ 3,000,000
Good Samaritan Mission: Transitional Housing for Families	\$ 23,000,000	\$ 10,000,000
County: Water Quality Master Plan Implementation	n/a	\$ 10,000,000
County Joint: Community Housing Fund	n/a	\$ 20,000,000
County: County Employee Housing	\$ 32,902,000	\$ 20,000,000
County Joint: Wilson Fire Station 2	\$ 7,500,000	\$ 7,500,000
County Joint: Hoback Fire Station 3	\$ 7,500,000	\$ 7,500,000
Teton Youth and Family Services: Building Brighter Futures	\$ 15,000,000	\$ 2,000,000
Central Wyoming College: Jackson Outreach College	\$ 25,511,215	\$ 10,000,000
Friends of Munger Mtn: Teton County Conservation Leasing Fund	\$ 10,000,000	\$ 10,000,000
St. John's Health: Rentals & Overnight Lodging	\$ 75,000,000	\$ 24,000,000
TBD: Assisted Living & Adult Day Care	\$ 20,000,000	\$ 20,000,000
Energy Conservation Works: Community Energy Leverage Fund	\$ 10,000,000	\$ 10,000,000
Teton County School District: Housing and Facilities	\$ 52,505,139	\$ 32,505,139
County: Transportation Alternatives	\$ 26,285,539	\$ 20,000,000
Total	\$ 338,203,893	\$ 226,505,139

A possible order of items for discussion/action is listed below:

1. **Removing Ballot Initiative Applications from Consideration for Town or County Projects.** The Town Council and County Commission removed two items from consideration at the May 9 Meeting.

The Town Council and County Commission can choose to remove additional proposals submitted for consideration at their discretion. Projects that are removed would then not be included for further discussion at future JIMs.

Key Question and Decision: Do the Council and Commission wish to remove any additional items from consideration?

2. **Ranking/Voting Exercise.** As outlined in the staff report for the March 8th JIM Retreat and listed in the application instructions, the Town Council and County Commission will participate in a ranking/voting exercise in order to establish a draft list of SPET initiatives for continued consideration. This will not be the only deciding factor on which initiatives move forward to the ballot. The Council and Commission will have the opportunity on June 6th to have a qualitative discussion on which items they would like to move forward for potential ballot placement. The final list of items that will be included on the ballot will not be made until the actual resolution is adopted on July 11, 2022.

The ranking/voting exercise as outlined and proposed for the May 23rd JIM meeting is as follows:

- a. The Town Council and County Commission will rank all projects in numerical order with #1 being their highest ranking and #16 being their lowest ranking. Elected officials will complete this ranking individually and submit their responses to staff simultaneously to be tallied.
 - i. Elected officials can only provide one rank per ballot initiative. Additionally, they cannot give more than one project the same ranking (example: they cannot give two projects a #3 ranking).
 - ii. If there are projects that an elected official does not rank, those projects will each be given the lowest rating by staff (example: there are 16 projects and only 5 projects are ranked 1-5 and the rest are blank, those remaining blanks will all be given a score of 16 by staff).
- b. Once that initial step is completed, a brief recess will be called, during which staff will compile the rankings, and then show that information on a slide upon restarting the meeting.
- c. Should any project receive a tie score with another project, the elected officials will complete a ranking through a mini process (Example: 3 different initiatives tie for 3rd place, elected officials will vote on only those three and rank each with a 1, 2, or 3. Once that is complete, initiatives will then be placed in the overall list based on that mini ranking with one of the projects being placed 3rd, one being placed 4th, one being placed 5th and the remainder of the list continuing thereafter).
- d. The final ranked list of projects will be determined.

Attached to this staff report is a sample tally sheet, a blank tally sheet, and a mini tally sheet should we need to conduct a mini ranking for items that tie during the ranking/voting exercise.

3. **Number of Pennies of SPET.** Teton County currently imposes 1 penny of SPET. The Town Council and County Commission could choose to put forward the same amount or could increase that to 1.5 pennies or 2 pennies of SPET. That might require more than one ballot (one for each penny) and there is a limit of the total tax that can be imposed (SPET and General) of 3 pennies. An increase in SPET above 1 penny would foreclose or limit any increase for the general fund above its current rate of 1 penny. In an email from the County Treasurer to County Commissioners, there was an estimate for 4 years of collection of SPET that would total approximately \$120M utilizing 1 penny of SPET.

Key Question and Decision: Do the Council and Commission wish to approve a resolution that proposes additional SPET pennies beyond the already agreed upon 1 penny of SPET?

4. **Collection Period/Target Total Collection Amount.** In an email from the County Treasurer to County Commissioners, there was an estimate for 4 years of collection of SPET that would total approximately \$120M utilizing 1 penny of SPET.

Key Questions and Decision: How many years of collection of SPET would the Council and Commission like to propose on the upcoming ballot? What is the target total collection amount for SPET within that period?

5. **Combining Ballot Initiatives.** There has been discussion at previous meetings about combining ballot initiatives, more particularly, housing initiatives from governmental agencies. If the Council and Commission wish to propose combining ballot initiatives, they may want to provide direction to staff for the next meeting.

Key Question and Decision: Are the Council and the Commission interested in pursuing the idea of consolidating any of the ballot initiatives? And if so, in what combination? The ballot initiatives listed below relate to affordable housing projects proposed by government agency applicants

- \$20M request from the Town of Jackson for Employee Housing Projects, and the
- \$20M request from Teton County for County Employee Housing, and the
- \$20M request from the Town and County for the Community Housing Fund, and
- \$24M of the request from St. John's Health for Rentals and Overnight Lodging, and
- \$15M of the request from Teton County School District for Housing.

6. **Proposing Additional Ballot Initiatives.** The Town Council and County Commission can propose additional ballot initiatives. There has been discussion at previous meetings about a ballot initiative to address funding shortages for previously approved SPET projects due to inflation and significant increases in construction costs since project approval.

Key Question and Decision: Do the Council and Commission want to add additional ballot initiatives to the list for consideration? If so, at what amount?

7. **Affidavit to Ensure Compliance with Town and County Land Development Regulations and Building Permit Requirements** The application indicated that non-Town or non-County applicants must provide an affidavit in agreement to participate in the public Planning & Review process for development and construction of the project. However, the Town and County did not provide the final form for that affidavit. The Town Attorney and County Attorney's Office have prepared an affidavit in the appropriate form for non-Town or County applicants to complete.

Key Question and Requested Direction: Do the Council and Commission support a requirement for a completed affidavit from non-Town or non-County projects to agree to participate in the public Planning & Review process for development and construction of the project?

The process moving forward is as follows:

2022 SPET Timeline	
Monday June 6, 2022 Special JIM 1PM - 3PM	Take Public Comment, Conduct Qualitative Discussion of Final Ballot Initiatives, and Select Final Ballot Initiatives
Monday, June 13, 2022 Special JIM 3-5PM	Review of DRAFT Ballot Resolution
Monday, June 27, 2022 Special JIM 3-5PM	If Needed: Complete Review of Ballot Language
Monday July 11, 2022 (last Regular JIM before the deadline of July 20, 2022)	Public Comment and Ballot Resolution Adoption
Education and Information Period	July 11, 2022 - November 7, 2022
Tuesday, November 8, 2022	Election

COMPREHENSIVE PLAN ALIGNMENT

Utilizing SPET to gain community support for funding community priorities and initiatives is in alignment with the Comprehensive Plan specifically including the following principles and policies:

- **Policy 1.4.d:** Establish a funding source for open space
- **Strategy 1.2.S.3:** Develop a water quality enhancement plan that includes consideration of additional County funding for water quality and commits to joint Town and County coordination.
- **Strategy 1.4.S.4:** Explore the establishment of a dedicated funding source for the acquisition of permanent open space for wildlife habitat protection, scenic vista protection, and agriculture preservation.
- **Policy 5.4.e:** Establish a reliable funding source for workforce housing provision
- **Strategy 5.4.S.10:** Explore the dedication of more staff and funding to the Housing Supply Program
- **Policy 7.1.e:** Establish a permanent funding source for an alternative transportation system
- **Policy 10.3.c:** Elected Officials will set and fund the Plan
- Other

STAKEHOLDER ANALYSIS

Stakeholders include those paying sales tax in Teton County, residents and guests of Teton County that will benefit from new projects and facilities, and Town and County governmental organizations that will receive funding from SPET thereby reserving other Town and County funds for other priorities.

FISCAL IMPACT

There is no direct fiscal impact to entering into dialogue about SPET ballot initiatives, providing direction to staff on key decision points and ranking the projects to create a list for consideration. Once final ballot initiatives are selected, staff will have a better idea as to the fiscal impact of those items. Some items may be a positive impact on the Town and County annual budgets by providing SPET funding for projects that would not need to be funded from other Town or County revenue. Some items may result in additional staffing needs, operational costs, or cost overruns that may occur during construction.

STAFF IMPACT

The staff impact of preparation of this staff report was approximately 8 hours combined and the estimated time to be spent at the May 23rd meeting is approximately 18 hours combined. As noted in a previous staff report, the comprehensive staff impact of moving forward with placing SPET initiatives on the ballot in November is approximately 437 hours.

LEGAL REVIEW

L. Colasuonno
A. Moore

ATTACHMENTS

Sample Tally Sheet, Blank Tally Sheet, and a Mini Tally Sheet

RECOMMENDATION

Staff recommends the Town Council and County Commission continue their dialogue on the Specific Purpose Excise Tax (SPET) funding, conduct an initial ranking/voting to establish a list for public comment and qualitative discussion, answer key questions, and potentially reaffirm previous decisions made about SPET.

SUGGESTED MOTION

Should the Council and Commission be ready to make decisions, below are proposed motions to provide direction.

- *I move to remove _____ from consideration for SPET.*
- *I move to include all items on the ranked list of projects for further dialogue and public comment at the June 6 Special JIM starting at 1pm.*
- *I move to agree to propose _____ additional pennies of SPET beyond the already agreed upon 1 penny of SPET.*
- *I move to agree to propose SPET ballot initiatives totaling approximately \$ ____M.*
- *I move to direct staff to study combining the following initiatives into one ballot initiatives*
- *I move to direct staff to prepare a new ballot initiative titled _____ to be included in the list for consideration in the amount of \$_____.*
- *I move to direct the Town Clerk to collect completed affidavits on forms prepared by the Town Attorney and Teton County Attorney's Office prior to the May 23, 2022 special JIM.*
OR
- *I move to require non-Town or non-County applicants selected for ballot placement to complete an MOU/MOA that requires participation in the public Planning & Review process for development and construction of the project.*

SPET SAMPLE Worksheet						
Project	SPET Request	Sample Elected Official 1	Sample Elected Official 2	Sample Elected Official 3	Sample Total Scores	Sample Ranking to Move Forward for More Dialogue considering
Town: Town Employee Housing Projects \$20,000,000	\$ 20,000,000	12	1	16	29	12
Town: Walkable Community	\$ 3,000,000	4	2	15	21	4
Good Samaritan Mission: Transitional Housing for Families	\$ 10,000,000	5	3	14	22	5
County: Water Quality Master Plan Implementation	\$ 10,000,000	1	4	13	18	1
County Joint: Community Housing Fund	\$ 20,000,000	13	5	12	30	13
County: County Employee Housing	\$ 20,000,000	10	6	11	27	10
County Joint: Wilson Fire Station 2	\$ 7,500,000	11	7	10	28	11
County Joint: Hoback Fire Station 3	\$ 7,500,000	2	8	9	19	2
Teton Youth and Family Services: Building Brighter Futures	\$ 2,000,000	16	9	8	33	16
Central Wyoming College: Jackson Outreach College	\$ 10,000,000	8	10	7	25	8
Friends of Munger Mtn: Teton County Conservation Leasing Fund	\$ 10,000,000	9	11	6	26	9
St. John's Health: Rentals & Overnight Lodging	\$ 24,000,000	15	12	5	32	15
TBD: Assisted Living & Adult Day Care	\$ 20,000,000	7	13	4	24	7
Energy Conservation Works: Community Energy Leverage Fund	\$ 10,000,000	6	14	3	23	6
Teton County School District: Housing and Facilities	\$ 32,505,139	14	15	2	31	14
County: Transportation Alternatives	\$ 20,000,000	3	16	1	20	3

SPET Tally Sheet													
Project	SPET Request	Elected Official 1	Elected Official 2	Elected Official 3	Elected Official 4	Elected Official 5	Elected Official 6	Elected Official 7	Elected Official 8	Elected Official 9	Elected Official 10	Total Scores	Ranked List using approx \$120M
Town: Town Employee Housing Projects \$20,000,000	\$ 20,000,000											0	
Town: Walkable Community	\$ 3,000,000											0	
Good Samaritan Mission: Transitional Housing for Families	\$ 10,000,000											0	
County: Water Quality Master Plan Implementation	\$ 10,000,000											0	
County Joint: Community Housing Fund	\$ 20,000,000											0	
County: County Employee Housing	\$ 20,000,000											0	
County Joint: Wilson Fire Station 2	\$ 7,500,000											0	
County Joint: Hoback Fire Station 3	\$ 7,500,000											0	
Teton Youth and Family Services: Building Brighter Futures	\$ 2,000,000											0	
Central Wyoming College: Jackson Outreach College	\$ 10,000,000											0	
Friends of Munger Mtn: Teton County Conservation Leasing Fund	\$ 10,000,000											0	
St. John's Health: Rentals & Overnight Lodging	\$ 24,000,000											0	
TBD: Assisted Living & Adult Day Care	\$ 20,000,000											0	
Energy Conservation Works: Community Energy Leverage Fund	\$ 10,000,000											0	
Teton County School District: Housing and Facilities	\$ 32,505,139											0	
County: Transportation Alternatives	\$ 20,000,000											0	
		Total											

