

Special Town Council Meeting

November 28, 2022

8:30 A.M.

In-Person in the Town Council Chambers

Chair: Hailey Morton Levinson

NOTICE: THIS MEETING IS OPEN TO THE PUBLIC BUT WILL NOT BE STREAMED ONLINE. A RECORDING WILL BE AVAILABLE AFTER THE MEETING. **PLEASE SILENCE ALL ELECTRONIC DEVICES DURING THE MEETING.**

I. CALL TO ORDER AND ROLL CALL

II. DESIGN REVIEW COMMITTEE INTERVIEWS

Doug Halsey

Kiley Maas

Hans Flinch

Michael Stern

Katherine Koriakin

Brad Hoyt

III. EXECUTIVE SESSION

Recess or Adjourn to executive session to consider appointments to volunteer boards in accordance with Wyoming Statute 16-4-405(a)(ii).

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.

STAFF REPORT



Meeting Date:	November 28, 2022	Meeting Title:	Special Council Meeting
Submitting Department:	Town Clerk's Office	Presenter:	Lynsey Lenamond
Agenda Item:	Design Review Committee (DRC) Appointments/Reappointments	Public Comment:	No

Purpose & Policy Considerations.

The purpose of this item is for the Mayor and Council to consider appointments/reappointments to the Design Review Committee.

Requested Action.

For Council to appoint new members and/or reappoint board members with expiring terms on the Design Review Committee.

Recommendations.

Staff recommends the appointment and reappointment of the relevant members of the DRC.

Background.

The DRC is made up of 7 members, with each term lasting two years. Four current members of the DRC have terms expiring October 31, 2022. Those members are Brad Hoyt, Hans Flinch, Michael Stern, and Katherine Koriakin. All would like to serve a new term, and there is no limit on how many terms a member may serve.

Staff received letters of interest from two new applicants, Doug Halsey and Kiley Maas.

The DRC has two other current members with terms expiring in 2023, therefore, the board has five total vacancies to fill.

Analysis.

As stated in the Town of Jackson's Land Development Regulations, members of the DRC *"shall be residents of the Town of Jackson or Teton County. No member of the Town Council, Planning and Zoning Commission, Board of Adjustment, or Town Employees shall serve as a member. Although no certification is required for appointment, members shall be experienced or educated in architecture, landscape architecture, planning, and other design related fields. A diversity of members is encouraged from all professions and from a variety of design firms."*

Possible Alternatives.

1. Make appointments/reappointments at a later date.
2. Direct staff to advertise for letters of interest.

Comprehensive Plan & Priority Alignment.

Having a Design Review Committee is in alignment Section 3, *Responsible Growth Management*, and Section 4, *Town as the Heart of the Region* of our Comprehensive Plan

Fiscal Impact.

N/A

Staff Impact.

Staff spent approximately 8 hours speaking with board members and relevant department heads, advertising for the board vacancies, preparing the staff report, and will include updating the volunteer board database. The Planning Director also spent time reviewing advertising and letters of interest.

Attachments or Links.

N/A.

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

Council: I move to consent to the appointment/reappointment of _____, _____, _____, _____, and _____ to the Design Review Committee for two-year terms, all of which shall expire October 31, 2024.

Mayor: I appoint _____, _____, _____, _____, and _____ to the Design Review Committee for two-year terms, all of which shall expire October 31, 2024