Regular Town Council Meeting

January 21, 2025
6:00 PM
Town Council Chambers
Chair: Arne Jorgensen

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

The Town reserves the right to close Public Comment via Zoom at any time. In-person comment will continue to be taken and written comments can always be submitted to Town Council by emailing electedofficials@jacksonwy.gov.

To join, click link or copy it to your browser: https://us02web.zoom.us/j/83120512151?pwd=ya8T8QyHTQsf91jEaXbxj6Daprko5d.1

Or join at zoom.com with Webinar ID: **831 2051 2151** and Password: **83001** or by phone: **+1 253 215 8782**

II. OPENING

A. Call to Order and Roll Call

B. Pledge of Allegiance

C. Land Acknowledgement

D. Announcements/Proclamations

1. Kelly Parcel Proclamation
2. Introduction of James Kahlo, Transit Operator, Wanna Johansson, Public Information Officer, and Andrew Bowen, Senior Planner

III. PUBLIC COMMENT

This section is reserved for public comment about items not included in this agenda. Public comment is limited to 3 minutes. As a general practice, Council does not discuss, debate, or act on issues raised under public comment. Council may or may not discuss an issue raised under Public Comment later in the meeting during Matters from Mayor and Council at their discretion. If you would like to communicate with Council during the meeting about an item on the agenda, please wait until public comment has been called for that item. Public comment may also be submitted to Council at any time by emailing *electedofficials@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. January 6, 2025 Regular Town Council Meeting

B. Disbursements

C. December Municipal Court Report

D. First Amendment to Lease Agreement Approval for Snow King Radio Tower (Johnny Ziem)

E. Naming Official Depositories 2025 (Kelly Thompson)

F. Cooperative Agreement with WYDOT for Broadway Slab Replacements and Sidewalks (Floren Poliseo)

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

A. External Affairs

1. Public Art Allocation and Annual Plan (Susan Scarlata)

B. Pathways

1. Pathway Safety Scoping Report (Brian Schilling)

VI. RESOLUTIONS

A. Resolution 25-25: Fiscal Year 2025 Budget Amendment #2

VII. ORDINANCES

A. Ordinance P: An Ordinance Extending the Term of the Franchise Granted to CenturyLink (Third Reading, to be designated Ordinance 1434)

B. Ordinance Q: An Ordinance Regarding Motor-Assisted Devices (Second Reading)

C. Ordinance R: An Ordinance Adding a New Rate for Commercial Water Filling Station (Floren Poliseo, First Reading)

VIII. MATTERS FROM MAYOR AND COUNCIL

IX. MATTERS FROM THE TOWN MANAGER

A. Town Manager's Report

X. EXECUTIVE SESSION

Recess or Adjourn to executive session pursuant to Wyoming Statute §16-4-405(a)(ii) and Wyoming Statute 16-4-405(a)(vii).

XI. ADJOURN

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

Pledge of Allegiance

I pledge allegiance to the flag of the United States of America, and to the Republic for which it stands, one Nation under God, indivisible, with liberty and justice for all.

Land Acknowledgement

We recognize that the land we are gathering on is the ancestral homeland of the Mountain Shoshone People who stewarded it for thousands of years and that many other tribes also lived upon and cared for this area including the Bannock, Blackfoot, Crow, Eastern Shoshone, Gros Ventre, Nez Perce, Northern Arapaho tribes, and others. With gratitude, we honor Indigenous Peoples, past and present. We also acknowledge the sovereignty of the Native nations closest to Jackson whose land was taken through broken treaties that resulted in the creation of the Wind River and Fort Hall Indian Reservations. We recognize this acknowledgement is simply a first step. The Town of Jackson is committed to continued and informed action to connect with indigenous people.

PROCLAMATION COMMEMORATING THE ACQUISITION OF THE KELLY PARCEL

WHEREAS, Jackson, Wyoming is surrounded by unparalleled natural beauty and resources; and

WHEREAS, Jackson is a gateway town to Grand Teton and Yellowstone National Parks, which provide outdoor recreation to millions of visitors and locals alike; and

WHEREAS, members of the Jackson community, together with other lovers of nature across this country, take their role as stewards of this land seriously and with an active hand; and

WHEREAS, a 640-acre tract of land was to be sold for $100 million, and together with the $62.4 million from the federal Land and Water Conservation Fund, the remainder would need to come from private philanthropic funds; and

WHEREAS, the Grand Teton National Park Foundation campaigned tirelessly for contributions to support the purchase of the 640-acre Kelly Parcel; and

WHEREAS, conservation funders include the National Park Foundation, National Fish and Wildlife Foundation through Walmart's Acres for America Program, and the Jackson Hole Land Trust; and

WHEREAS, nearly 400 donors from 46 states contributed gifts ranging from $10 to $15 million to raise the $37.6 million needed to complete the purchase; and

WHEREAS, on December 30, 2024 the purchase was complete meaning critical wildlife habitat was protected permanently and a key migration corridor for pronghorn, elk, and mule deer was left intact.

NOW, THEREFORE, BE IT RESOLVED THAT, I, Arne Jorgensen, Mayor of the Town of Jackson, on behalf of the Jackson Town Council wish to thank all of the organizations and private donors who made the purchase of the 640-acre Kelly Parcel possible and express our appreciation for their generosity, ensuring the protection of this exceptional land for future generations.

DATED THIS 21st DAY OF JANUARY, 2025.

TOWN OF JACKSON

By: ______________________
Arne Jorgensen, Mayor

ATTEST: ______________________
Riley Taylor, Town Clerk

Employee Introductions

James Kahlo – Transit Operator

James Kahlo is an experienced professional with 18 years of commercial driving experience, having traveled extensively across the United States and Canada. He also has a background in hospitality management, with three years of experience in the industry. Outside of his work, James is passionate about traveling the world, seeking out new experiences, and enjoys camping in his free time

Wanna Johansson – Public Information Officer

She has called the Tetons home since 2015, and is a citizen of the US, Philippines, and Sweden. She initially collaborated with the Town on the Equity Task Force and now brings 20 years of expertise in design, communications, and crisis management to her essential role as Public Information Officer. She looks forward to engaging and informing our community.

Andrew Bowen – Senior Planner

Andrew Bowen is the Town's new Senior Planner. He brings 11 years of planning experience spread across both the public and private sectors and several unique communities ranging from southern Appalachia, tribal governments, to the mountain west. Andrew moved here from Nederland Colorado with his wife and three children.

TOWN COUNCIL PROCEEDINGS - UNAPPROVED

JANUARY 6, 2025 **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: Mayor Arne Jorgensen, Jonathan Schechter, Devon Viehman, and Kevin Regan.

STAFF: Tyler Sinclair, Roxanne Robinson, Lea Colasuonno, Floren Poliseo, Johnny Ziem, Susan Scarlata, Michelle Weber, Tanya Anderson, Paul Anthony, Bruce Abel, and Riley Taylor.

Opening. The Pledge of Allegiance was led by Mayor Jorgensen. The Land Acknowledgement was read by Mayor Jorgensen.

A motion was made by Jonathan Schechter and seconded by Kevin Regan and Devon Viehman to adopt Resolutions 25-01: A Resolution of Appreciation for Hailey Morton Levinson, 25-02: A Resolution of Appreciation for Jessica Sell Chambers, and 25-03: A Resolution of Appreciation for Jim Rooks. Mayor Jorgensen called for the vote. The vote showed all in favor. The motion carried.

Resolution 25-01: A Resolution of Appreciation for Hailey Morton Levinson. Mayor Jorgensen read Resolution 25-01, A Resolution of Appreciation for Hailey Morton Levinson.

Resolution 25-02: A Resolution of Appreciation for Jessica Sell Chambers. Mayor Jorgensen read Resolution 25-02, A Resolution of Appreciation for Jessica Sell Chambers.

Resolution 25-03: A Resolution of Appreciation for Jim Rooks. Mayor Jorgensen read Resolution 25-03, A Resolution of Appreciation for Jim Rooks.

Announcements/Proclamations. Mayor Jorgensen introduced Mike Halpin, Cemetery Sexton.

Public Comment. Jessica Sell Chambers and Kate Mead made public comment.

Appointment of Mayor Pro Tempore and Acting Mayor Pro Tempore. Mayor Jorgensen appointed Jonathan Schechter as Mayor Pro Tempore and Devon Viehman as acting Mayor Pro Tempore.

Consent Calendar. A motion was made by Jonathan Schechter and seconded by Devon Viehman to approve the consent calendar including items A-E as presented with the following motions:

A. **Meeting Minutes.** To approve meeting minutes from the December 16, 2024 Regular Town Council Workshop and December 16, 2024 Regular Town Council Meeting.

B. **Disbursements.** To approve the disbursements as presented. A & I DISTRIBUTORS $268.27; ACE HARDWARE $927.24; ALLEN, MARY EILEEN $1,000.00; ALPHAGRAPHICS $2,999.16; AMAZON $8,905.01; APPLE INC $8,571.98; AT&T $1,200.25; BADURA, KYLE $100.00; BEST BEST & KRIEGER $4,677.00; BESTDRIVE IDAHO FALLS $5,659.90; BIG R RANCH & HOME $606.40; BISON LUMBER $89.98; BOBCAT OF ROCK SPRINGS $1,219.68; BOWEN, ANDREW $1,171.38; BRIGGS, ERIC L $198.34; CARQUEST AUTO PARTS INC. $305.96; CASELLE INC. $200.00; CAST $570.00; CENTURYLINK $2,897.71; CERTIFIED LABORATORIES $1,216.80; CITCO WATER $3,600.00; CLARK, BLAKE $3,000.00; COMMUNITY FOUNDATION OF JACKSO $10,000.00; COMMUNITY SAFETY NETWORK $17,500.00; CONRAD & BISCHOFF INC. $46,164.88; CONTROL SYSTEM TECHNOLOGY, INC. $9,575.00; CORE & MAIN LP $14,515.40; CTAA $1,125.00; CYAN ROBOTICS, INC $81.00; DEAN'S PEST CONTROL LLC $270.00; DEX IMAGING $587.22; DISCOUNT CELL, INC. $529.20; DIVISION OF CHILD SUPPORT ENFORCEMENT $1,018.46; E.R. OFFICE EXPRESS $688.76; ENERGY LABORATORIES INC. $682.00; EVANS CONSTRUCTION INC $320.62; EVOLUTION CONSTRUCTION, LLC $13,900.00; FALL RIVER PROPANE $3,512.16; FALL RIVER RURAL ELECTIC $220.83; FERGUSON ENTERPRISES, INC $151.82; FIRE SERVICES OF IDAHO $746.00; FISHPAUGH, KELLIE $379.50; FLEETPRIDE $738.32; FLORES, JUANITA $880.00; FREEDOM MAILING SERVICE INC. $1,870.64; FURBER, WINSLOW $155.00; GARMIN USA $64.95; GILLIG LLC $2,255.85; HIGH COUNTRY LINEN $889.58; HOKE, ELIZABETH $2,000.00; IDAHO CHILD SUPPORT RECEIPTING $564.20; INTERSTATE BATTERY $1,681.40; INTERWEST SUPPLY COMPANY $1,857.80; JACKSON CURBSIDE INC. $1,831.00; JACKSON DOWNTOWNER, LLC $83,056.91; JACKSON GROUP LOCKBOX $559.13; JACKSON HOLE

LAW, PC $3,505.00; JACKSON HOLE NEWS & GUIDE $7,649.50; JACKSON HOLE WHITE WATER $1,000.00; JACKSON LUMBER INC $108.67; JACKSON PAINT AND GLASS, INC. $4,200.00; JH20 WATER CONDITIONING & FILTRATION $85.00; JORGENSEN ASSOCIATES, PC $45,082.95; JORGENSEN, ARNE OLAUS $937.14; KENWORTH SALES COMPANY DEPT #1 $800.56; KL2 CONNECTS, LLC $9,938.00; LENOVO (UNITED STATES) INC. $864.36; LEPCO $199.00; LOCAL GOV'T LIABILITY POOL $1,000.00; LONG BUILDING TECHNOLOGIES INC. $180.00; MERCILL PARTNERS LLC $5,000.00; MORTON-LEVINSON, HAILEY $361.79; MSC INDUSTRIAL SUPPLY CO $296.09; NAPA AUTO PARTS INC. $840.73; NATIONAL LEAGUE OF CITIES $1,752.00; NELSON ENGINEERING $31,952.50; ONE 22, INC. $9,000.00; ONE CALL OF WYOMING $202.50; PALAZZOLO, MICHAEL $77.83; POINT S DRIGGS $4,100.25; PORT53 TECHNOLOGIES, INC $14,012.38; POWER ENGINEERING CO, INC $1,195.74; PREMIER TRUCK- SALT LAKE CITY $1,849.24; QUADIENT FINANCE USA, INV $2,065.61; QUICK BROWN FOX LLC $1,020.00; RIPLEYS VACUUM CENTER, INC $576.00; RON'S TOWING LLC $250.00; RUI INC. DBA VILLAGE GARDNER $862.50; SENIOR CENTER OF JACKSON HOLE $35,505.00; SHORELINE CONSULTING $2,272.72; SINCLAIR, TYLER $392.58; SNAKE RIVER ROASTING $220.00; SOSA'S JANITORIAL SERVICE $9,000.00; SPECTRUM $99.99; STAR VALLEY DISPOSAL $117.00; STINKY PRINTS, INC $52.44; SUBLETTE COUNTY SHERIFF'S OFFICE $910.00; TETON COUNTY INTEGRATED SOLID WASTE/RECY $278.25; TETON COUNTY PUBLIC HEALTH $200.00; TETON COUNTY SHERIFF'S-JAIL $2,872.00; TETON MOTORS INC $1,350.02; TETON RENTAL CENTER $202.35; TETON TRUST FOR HISTORIC PLACES $6,250.00; THE AFTERMARKET PARTS COMPANY, LLC $1,265.84; THE CHILDREN'S LEARNING CENTER $37,822.75; THE TIRE RACK, INC. $1,088.20; THYSSEN KRUPP ELEVATOR CORP. $1,090.75; TOOLSON TELEPHONE, INC $1,305.00; TOP TIER TOOLS LLC $338.75; TOWN OF JACKSON $2,175.00; TRAPHAGEN, JEROMIE $479.37; VERIZON WIRELESS $8,721.53; WATTS STEAM STORE ROCKY MT. INC $877.16; WEST COAST CODE CONSULTANTS $480.00; WESTBANK SANITATION $2.44; WESTERN STATE $100.00; WHITE GLOVE CLEANING, INC. $3,401.60; WORT HOTEL $8,163.24; WYOMING ASSOCIATION OF RURAL WATER SYS $495.00; WYOMING DEPARTMENT OF TRANSPO $10.00; WYOMING FIRST AID & SAFETY $86.62; YELLOW IRON EXCAVATION, LLC $920.00; ZOLLIK, MICHAEL $2,000.00.

C. **Energy Conservation Works Special Excise Tax (SPET) Expenditure for Community Solar Project.** To approve the use of up to $1,900,000 in 2022 Energy Conservation Works Community Energy Leverage Fund SPET funding for an approximately 1 MW community photovoltaic solar project and approve the letter agreement attached to this staff report.

D. **Appointment of Special Municipal Officers.** To appoint Raymond Lane, Lisa Potzernitz, Ethan Rosenberger, and Bobbi Clauson as Special Municipal Officers for the Town of Jackson, to have specific authority to issue citations for violations of the provisions of this Chapter 15.08 as set forth by Wyo. Stat. Ann. § 7-2-103(e) and Wyo. Stat. Ann. § 15-1-103(a)(l).

E. **Memorandum of Understanding between Town and Teton County/Jackson Parks and Recreation.** To approve the Memorandum of Understanding between the Town of Jackson and Teton County/Jackosn Parks & Recreation Department.

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

Scoping Report on Affordable Non-Residential Zoning Strategies. Paul Anthony made staff comment. Council held discussion with staff. A motion was made by Jonathan Schechter and seconded by Devon Viehman to direct staff to place this item on the PI list for future consideration. Mayor Jorgensen called for the vote. The vote showed all in favor. The motion carried.

Resolution 25-04: A Resolution Declaring a Vacancy in the Office of the Town Council; and Consideration of a Process to fill that Vacancy. Tyler Sinclair made staff comment. Council held discussion with staff. Jessica Sell Chambers made public comment. A motion was made by Devon Viehman and seconded by Jonathan Schechter to adopt Resolution 25-04 as presented. Mayor Jorgensen called for the vote. The vote showed all in favor. The motion carried. Discussion continued.

Council recessed at 8:15pm and reconvened at 8:32pm.

Discussion continued. A motion was made by Devon Viehman and seconded by Kevin Regan to move to: 1) Approve the application as drafted by staff with the addition of a maximum of 500 words in response to each question, requiring a minimum of two references and contact information, and the three questions suggested by Councilwoman Viehman and the two questions suggested by Councilmember Schechter, provided below; 2) Approve the applicant winnowing process set for forth in the staff report; 3) Approve the timeline as adjusted by Council during the meeting; and 4) Approve each Councilmember sending interview questions to staff by 4:00PM on January 16, 2025 for consolidation and presentation to Council.

- Can you attend the retreat on February 12 and 13?
- Who do you feel is underrepresented in community conversations and how would you work to bring their voices to the table?
- What unique perspective of life experience do you bring that could diversify the Council approach to decision-making?
- The appointment process is done without input from voters. If you have not previously run for Town Council, why haven't you? Why should the Council appoint you when you have not been vetted by the voters? Alternatively, if you have previously run and lost, why do you feel the Council should do something voters chose not to do?
- The Council makes a lot of “shades of gray” decisions; i.e., decisions where both sides make a compelling case. Please share an example of a difficult decision you’ve faced (whether professional or personal), and how you went about deciding it.

The motion showed 3-1 with Arne Jorgensen, Devon Viehman, and Kevin Regan in favor and Jonathan Schechter opposed. The motion carried.

Ordinances. A motion was made by Jonathan Schechter and seconded by Kevin Regan to read ordinances in short title. Mayor Jorgensen called for the vote. The vote showed all in favor. The motion carried.

Ordinance P. An Ordinance Extending the Term of the Franchise Granted to CenturyLink.

AN ORDINANCE AMENDING ORDINANCE 1243 EXTENDING THE TERM OF THE FRANCHISE GRANTED TO QWEST CORPORATION D/B/A CENTURYLINK QC ON BEHALF OF ITSELF TO OPERATE AND MAINTAIN A TELECOMMUNICATIONS SYSTEM FOR THE PURPOSE OF SUPPLYING SERVICE TO THE TOWN OF JACKSON AND GRANTED ON DECEMBER 18, 2019.

BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF JACKSON, WYOMING.

Lea Colasuonno made staff comment. There was no public comment. A motion was made by Jonathan Schechter and seconded by Devon Viehman to approve Ordinance P, an ordinance extending the term of the franchise granted to CenturyLink, at second reading. Mayor Jorgensen called for the vote. The vote showed all in favor. The motion carried.

Ordinance Q. An Ordinance Regarding Riding on Sidewalks and Motor-Assisted Devices.

AN ORDINANCE AMENDING SECTIONS 10.14.010, DEFINITIONS, AND 10.14.040, RIDING ON SIDEWALKS, REGARDING MOTOR-ASSISTED DEVICES OF THE CODE OF THE TOWN OF JACKSON, WYOMING.

BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF JACKSON, WYOMING:

Lea Colasuonno made staff comment. There was no public comment. A motion was made by Jonathan Schechter and seconded by Devon Viehman to approve Ordinance Q on first reading. Mayor Jorgensen called for the vote. The vote showed all in favor. The motion carried.

Matters from Mayor and Council. Arne Jorgensen acknowledged that Kate Mead would be the new Council liaison from the Teton County School District board.

Town Manager’s Report. Tyler Sinclair made staff comment. The Town Manager’s report contained updates on the Bloomberg Philanthropies Grant and changes to the Town Council Meeting Calendar for 2025. A motion was made by Jonathan Schechter and seconded by Kevin Regan to approve the Town Manager’s Report including only the Bloomberg Philanthropies Grant request. Mayor Jorgensen called for the vote. The vote showed all in favor. The motion carried.

Adjourn. A motion was made by Jonathan Schechter and seconded by Devon Viehman to adjourn. Mayor Jorgensen called for the vote. The vote showed all in favor. The motion carried. The meeting adjourned at 8:52 p.m.

TOWN OF JACKSON

ATTEST:

____
Arne Jorgensen, Mayor

____
Riley Hovorka, Town Clerk

Minutes: rt. Publish JH News & Guide: January 15, 2025

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
328	842-NCPERS GROUP WYOMIN	842012025	PAYROLL DEDUCTIONS	12/01/2024	80.00	80.00	01/03/2025
Total 328:					80.00	80.00	
425	ACE EQUIPMENT & SUPPLY	177837	BATTERY KIT	12/10/2024	11,250.00	.00	
425	ACE EQUIPMENT & SUPPLY	177855	PARTS	12/10/2024	1,838.37	.00	
425	ACE EQUIPMENT & SUPPLY	177866	RIGHT SKIRT	12/13/2024	455.00	.00	
Total 425:					13,543.37	.00	
51	ACE HARDWARE	886606	MOUSE TRAPS	10/21/2024	9.99	.00	
51	ACE HARDWARE	888369	TABLE	11/05/2024	59.99	.00	
51	ACE HARDWARE	888711	GLOVES	11/08/2024	36.99	.00	
51	ACE HARDWARE	889718	CONNECTORS	11/18/2024	65.94	.00	
51	ACE HARDWARE	890808	NOZZLE AND SHOVEL	11/27/2024	116.96	.00	
51	ACE HARDWARE	891853	SHIMS	12/06/2024	11.48	.00	
51	ACE HARDWARE	891987	SPRAYER	12/09/2024	26.99	.00	
51	ACE HARDWARE	892064	BATTERY PACKS	12/09/2024	854.93	.00	
51	ACE HARDWARE	892370	THERMOSTAT	12/11/2024	39.99	.00	
51	ACE HARDWARE	892481	ADHESIVE	12/12/2024	29.98	.00	
51	ACE HARDWARE	892720	HINGE	12/14/2024	8.99	.00	
51	ACE HARDWARE	892877	TAPE	12/16/2024	5.49	.00	
51	ACE HARDWARE	893282	EXTENSION CORD	12/19/2024	44.99	.00	
51	ACE HARDWARE	893324	HAMMER	12/20/2024	33.95	.00	
51	ACE HARDWARE	893411	CREDIT	12/20/2024	479.98-	.00	
51	ACE HARDWARE	893426	TAPE	12/21/2024	29.98	.00	
51	ACE HARDWARE	893450	PAINT SUPPLIES	12/21/2024	43.91	.00	
51	ACE HARDWARE	893570	SPRAY PAINT	12/23/2024	7.99	.00	
51	ACE HARDWARE	893764	FILTER	12/26/2024	31.98	.00	
51	ACE HARDWARE	893805	CLEANING SUPPLIES	12/27/2024	22.47	.00	
51	ACE HARDWARE	893825	SHOVEL	12/27/2024	24.99	.00	
51	ACE HARDWARE	894056	PICTURE HANGER	12/31/2024	3.49	.00	
51	ACE HARDWARE	894061	SCREWDRIVER	12/31/2024	8.99	.00	
51	ACE HARDWARE	894083	REMOTE	12/31/2024	28.23	.00	
51	ACE HARDWARE	894116	PAINT SUPPLIES	01/02/2025	13.96	.00	
51	ACE HARDWARE	894124	SHOVEL	01/02/2025	49.99	.00	
51	ACE HARDWARE	894177	GLOVES	01/02/2025	11.99	.00	
51	ACE HARDWARE	894192	KEYS	01/02/2025	57.96	.00	
51	ACE HARDWARE	894197	SNOW REMOVAL TOOL	01/02/2025	49.99	.00	
51	ACE HARDWARE	894233	ICE MELT	01/03/2025	34.99	.00	
51	ACE HARDWARE	894250	PICKUP TOOL	01/03/2025	11.99	.00	
51	ACE HARDWARE	894294	CLEANER	01/03/2024	16.99	.00	
51	ACE HARDWARE	894296	CREDIT	01/03/2025	3.24-	.00	
51	ACE HARDWARE	894305	SCREWS	01/03/2025	1.89	.00	
51	ACE HARDWARE	894314	LADDER	01/03/2025	209.99	.00	
51	ACE HARDWARE	894315	RATCHET SET	01/03/2025	323.99	.00	
Total 51:					1,849.20	.00	
2269	AFLAC	521049	ACCOUNT #y9599	12/25/2024	1,647.35	1,647.35	01/03/2025
Total 2269:					1,647.35	1,647.35	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
6900	ALDER ENVIRONMENTAL LLC	4689	THAW WELL #3 AUTOMATION	01/03/2025	760.00	.00	
	Total 6900:				760.00	.00	
6524	ALPHAGRAPHICS	IX-422900	BUSINESS LICENSES	11/15/2024	516.69	.00	
6524	ALPHAGRAPHICS	IX-429148	PASSES	12/27/2024	649.09	.00	
6524	ALPHAGRAPHICS	IX-430268	2026 STICKERS	12/09/2024	312.38	.00	
	Total 6524:				1,478.16	.00	
5726	AMAZON	113V-D634-1F	CREDIT	12/27/2024	509.88-	.00	
5726	AMAZON	11YQ-7MNP-H	MARKERS	12/13/2024	66.12	.00	
5726	AMAZON	166F-KG3H-C1	CONNECTION KIT	12/31/2024	49.98	.00	
5726	AMAZON	167X-GHJ6-6K	ADAPTERS	01/03/2025	577.44	.00	
5726	AMAZON	16GJ-CJRL-K7	CREDIT	11/23/2024	53.98-	.00	
5726	AMAZON	171Q-D6KP-L	VIDEO PHOTO KIT	01/02/2025	299.00	.00	
5726	AMAZON	174J-YCLW-JC	CONTAINERS	01/04/2025	53.99	.00	
5726	AMAZON	174X-DKMH-G	WIPER BLADES	12/20/2024	26.59	.00	
5726	AMAZON	17K9-1V9W-J3	CREDIT	01/01/2025	299.00-	.00	
5726	AMAZON	1FJL-3HKD-PP	IMPACT WRENCH	12/21/2024	1,223.00	.00	
5726	AMAZON	1GNX-KY1C-1	POWER SUPPLY	01/07/2025	97.00	.00	
5726	AMAZON	1RXV-HJFW-C	BATTERY BACKUP	01/08/2025	739.96	.00	
5726	AMAZON	1TDC-CYJJ-C7	BOLTS	12/31/2024	35.26	.00	
5726	AMAZON	1WXX-DP3P-D	CLEANER	12/24/2024	51.57	.00	
5726	AMAZON	1WXX-DP3P-R	CABLES	12/27/2024	846.88	.00	
5726	AMAZON	1XC9-FJL9-D9	MATTRESS PROTECTOR	01/03/2025	66.87	.00	
5726	AMAZON	1XF1-PK4L-G7	CYLINDER	12/25/2024	48.90	.00	
5726	AMAZON	1XT7-6FFD-KL	DISPLAY PORT	01/09/2025	144.95	.00	
	Total 5726:				3,464.65	.00	
383	ANTLER MOTEL, INC.	36N59L 0125	ROOMS	01/01/2025	9,765.00	.00	
	Total 383:				9,765.00	.00	
4389	APPLE INC	MB18801339	STONE CASE	09/30/2024	49.00	.00	
	Total 4389:				49.00	.00	
1783	AT&T	287279795460	charges for account 28727979546	12/11/2024	251.88	.00	
	Total 1783:				251.88	.00	
6757	AXON ENTERPRISES, INC	INUS311054	AXON INTERVIEW	01/05/2025	9,500.99	.00	
	Total 6757:				9,500.99	.00	
7170	BADURA, KYLE	122024	DOT PHYSICAL	12/20/2024	100.00	.00	
	Total 7170:				100.00	.00	
4466	BANK OF JACKSON HOLE	121724	SAFETY DEPOSIT BOX BRANC	12/17/2024	45.00	.00	
	Total 4466:				45.00	.00	
6090	BAUER, JAMISON	121024	BOOTS	12/10/2024	55.80	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
	Total 6090:				55.80	.00	
7579	BC VENTURES	010825	RETURN BOND 5443 POWDER	01/08/2025	1,000.00	1,000.00	01/08/2025
	Total 7579:				1,000.00	1,000.00	
4920	BEST BEST & KRIEGER	1007983	51148.00003 SILVER STAR	10/04/2024	675.00	.00	
4920	BEST BEST & KRIEGER	1016625	51148.0001 RENEWAL FRANCHI	01/07/2025	1,253.50	.00	
	Total 4920:				1,928.50	.00	
6583	BESTDRIVE IDAHO FALLS	29006615	HYBRID	12/23/2024	1,131.98	.00	
	Total 6583:				1,131.98	.00	
4774	BIG R RANCH & HOME	1699721	CARHARTT COATS	12/11/2024	199.98	.00	
	Total 4774:				199.98	.00	
3500	BISON LUMBER	2412-863807	2X6	12/06/2024	49.19	.00	
	Total 3500:				49.19	.00	
1560	BLUE SPRUCE CLEANERS,INC	010125	DRY CLEANING PD	01/01/2025	219.08	.00	
	Total 1560:				219.08	.00	
7394	BOLAND, ANITA	010824	FEBRUARY RENT	01/08/2024	2,200.00	.00	
	Total 7394:				2,200.00	.00	
6727	BRIGGS, ERIC L	33259	TOOLS	12/19/2024	194.35	.00	
	Total 6727:				194.35	.00	
7077	BURKHOLDER, SHAWN	010824	FEBRUARY RENT	01/08/2024	2,039.63	.00	
	Total 7077:				2,039.63	.00	
7345	CAMP ON INC	010825	FEBRUARY RENT	01/08/2025	13,300.00	.00	
	Total 7345:				13,300.00	.00	
102	CASELLE INC.	137961	CONTRACT SUPPORT	01/01/2025	1,973.00	.00	
	Total 102:				1,973.00	.00	
544	CENTURYLINK	716745391	ACCOUNT NUMBER 75912352	12/20/2024	107.63	.00	
	Total 544:				107.63	.00	
7089	CHARLIE'S PLUMBING OF JH	14115	100 E SNOW KING	12/28/2024	1,050.00	.00	
7089	CHARLIE'S PLUMBING OF JH	14130	SEWER SMELL	01/03/2025	125.00	.00	
7089	CHARLIE'S PLUMBING OF JH	14140	455 WINE	01/06/2025	745.00	.00	
	Total 7089:				1,920.00	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
5967	CITY OF DRIGGS	BBSTART2025	BUS BARN RENT	12/31/2024	2,471.90	.00	
Total 5967:					2,471.90	.00	
6114	CLIMB WYOMING	010824	1ST QUARTER	01/08/2024	1,531.25	.00	
Total 6114:					1,531.25	.00	
50	CMI - TECO	63150	IDLER	12/17/2024	198.52	.00	
50	CMI - TECO	63167	IDLER	12/19/2024	100.12	.00	
50	CMI - TECO	63175	IDLER	12/19/2024	170.24	.00	
Total 50:					468.88	.00	
514	CONRAD & BISCHOFF INC.	IN-451528-24	DIESEL AND FUEL	12/19/2024	16,802.27	.00	
514	CONRAD & BISCHOFF INC.	IN-451529-24	FUEL	12/19/2024	10,654.69	.00	
514	CONRAD & BISCHOFF INC.	IN-452917-24	DEF BULK	12/23/2024	642.42	.00	
514	CONRAD & BISCHOFF INC.	IN-473821-25	DIESEL AND FUEL	01/02/2025	27,550.13	.00	
514	CONRAD & BISCHOFF INC.	IN-483333-25	DEF BULK	01/07/2024	712.70	.00	
514	CONRAD & BISCHOFF INC.	IN-483335-25	DEF BULK	01/07/2025	275.96	.00	
Total 514:					56,638.17	.00	
4887	CONTROL SYSTEM TECHNOLO	11430	WATER SCADA	12/16/2024	18,784.50	.00	
Total 4887:					18,784.50	.00	
7500	CONWAY, LARS	010825	FEBRUARY RENT	01/08/2025	2,500.00	.00	
Total 7500:					2,500.00	.00	
1691	CORE & MAIN LP	U53429	PROCODER	11/21/2024	14,515.40	.00	
Total 1691:					14,515.40	.00	
4918	DEAN'S PEST CONTROL LLC	97168	PEST CONTROL	12/10/2024	110.00	.00	
4918	DEAN'S PEST CONTROL LLC	97545	PEST CONTROL	12/12/2024	60.00	.00	
4918	DEAN'S PEST CONTROL LLC	97574	PEST CONTROL	12/20/2024	100.00	.00	
Total 4918:					270.00	.00	
708	DELTA DENTAL PLAN OF WYOM	120124	NOVEMBER CLAIMS	12/01/2024	9,101.60	9,101.60	01/02/2025
708	DELTA DENTAL PLAN OF WYOM	120124	DEC PREMIUM	12/01/2024	591.70	591.70	01/02/2025
Total 708:					9,693.30	9,693.30	
7372	DIRECT AUTOMOTIVE DIST	06IG1159	AUTO TRANSMISSION	01/02/2025	171.21	.00	
Total 7372:					171.21	.00	
6883	DIVISION OF CHILD SUPPORT	011025	DCSE CASE #0005405448	01/10/2025	509.23	509.23	01/10/2025
Total 6883:					509.23	509.23	
2175	DIVISION OF VICTIM SERVICES	010325	Crime Victim SurchAGE	01/03/2025	300.00	.00	
Total 2175:					300.00	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
3408	E.R. OFFICE EXPRESS	22991	1099 AND W2 FORMS	12/31/2024	503.49	.00	
3408	E.R. OFFICE EXPRESS	23013	FILE FOLDER LABELS	01/07/2025	10.62	.00	
Total 3408:					514.11	.00	
7446	ELAN ONE CARD	ADMIN 3263 1	STAGECOACH INN-ADMINISTR	10/25/2024	118.13	.00	
7446	ELAN ONE CARD	ADMIN 3263 1	PICAS-ADMINISTRATION	10/25/2024	113.10	.00	
7446	ELAN ONE CARD	ADMIN 3263 1	HAMPTON INN-ADMINISTRATIO	10/25/2024	334.38	.00	
7446	ELAN ONE CARD	ADMIN 3263 1	TARGET-ADMINISTRATION	10/25/2024	26.76	.00	
7446	ELAN ONE CARD	ADMIN 3263 1	BIG D-ADMINISTRATION	10/25/2024	75.02	.00	
7446	ELAN ONE CARD	ADMIN 3263 1	DELTA-ADMINISTRATION	10/25/2024	701.96	.00	
7446	ELAN ONE CARD	BUILDING 895	SP CONSTRUCTION EXAM-BUI	10/25/2024	995.00	.00	
7446	ELAN ONE CARD	BUILDING 895	INTERNATIONAL CODE COUNC	10/25/2024	165.00	.00	
7446	ELAN ONE CARD	BUILDING 895	INTERNATIONAL CODE COUNC	10/25/2024	747.63	.00	
7446	ELAN ONE CARD	BUILDING 895	INTERNATIONAL CODE COUNC	10/25/2024	285.00	.00	
7446	ELAN ONE CARD	CD 3840 10/25	SPANISH GROUP-COMMUNITY	10/25/2024	33.30	.00	
7446	ELAN ONE CARD	CD 3840 10/25	PERSEPHONE BAKERY-COMM	10/25/2024	12.61	.00	
7446	ELAN ONE CARD	CD 3840 10/25	MAILCHIMP-COMMUNITY DEVE	10/25/2024	75.00	.00	
7446	ELAN ONE CARD	CD 3840 10/25	HAND FIRED PIZZA-COMMUNIT	10/25/2024	110.33	.00	
7446	ELAN ONE CARD	CD 3840 10/25	TETON LUNCH COUNTER-COM	10/25/2024	56.18	.00	
7446	ELAN ONE CARD	CD 3840 10/25	TETON LUNCH COUNTER-COM	10/25/2024	40.32	.00	
7446	ELAN ONE CARD	FLEET 0463 10	TARGET-FLEET SHOP	10/25/2024	344.48	.00	
7446	ELAN ONE CARD	FLEET 0463 10	STAPLES-FLEET SHOP	10/25/2024	56.68	.00	
7446	ELAN ONE CARD	FLEET 0463 10	DAVY COACH-FLEET SHOP	10/25/2024	52.33	.00	
7446	ELAN ONE CARD	FLEET 0463 10	SMITHS-FLEET SHOP	10/25/2024	11.92	.00	
7446	ELAN ONE CARD	IT 7309 10/25/2	APPLE-INFORMATION TECHNO	10/25/2024	29.00	.00	
7446	ELAN ONE CARD	IT 7309 10/25/2	GO DADDY-INFORMATION TEC	10/25/2024	26.16	.00	
7446	ELAN ONE CARD	IT 7309 10/25/2	AMAZON WEB SERVICES-INFO	10/25/2024	78.99	.00	
7446	ELAN ONE CARD	IT 7309 10/25/2	CBI-INFORMATION TECHNOLO	10/25/2024	21.19	.00	
7446	ELAN ONE CARD	IT 7309 10/25/2	GARMIN-INFORMATION TECHN	10/25/2024	64.95	.00	
7446	ELAN ONE CARD	IT 7309 10/25/2	ALBERTSONS-INFORMATION T	10/25/2024	24.24	.00	
7446	ELAN ONE CARD	IT 7309 10/25/2	COSTCO-INFORMATION TECHN	10/25/2024	16.95	.00	
7446	ELAN ONE CARD	IT 7309 10/25/2	GO DADDY-INFORMATION TEC	10/25/2024	44.16	.00	
7446	ELAN ONE CARD	IT 7309 10/25/2	EXPRESS-INFORMATION TECH	10/25/2024	116.95	.00	
7446	ELAN ONE CARD	IT 7309 10/25/2	STARLINK-INFORMATION TECH	10/25/2024	165.00	.00	
7446	ELAN ONE CARD	IT 7309 10/25/2	BLUE SKYS APP-INFORMATION	10/25/2024	191.88	.00	
7446	ELAN ONE CARD	IT 7309 10/25/2	ACCESSORIES FORD-INFORMA	10/25/2024	595.40	.00	
7446	ELAN ONE CARD	IT 7309 10/25/2	DISH NETWORK-TOWN-WIDE S	10/25/2024	151.74	.00	
7446	ELAN ONE CARD	IT 7309 10/25/2	OPENAI CHAT-INFORMATION T	10/25/2024	900.00	.00	
7446	ELAN ONE CARD	IT 7309 10/25/2	PEARL STREET BAGELS-INFOR	10/25/2024	15.00	.00	
7446	ELAN ONE CARD	PD 0494 10/25/	ALBERTSONS-POLICE - PATRO	10/25/2024	22.27	.00	
7446	ELAN ONE CARD	PD 0494 10/25/	ALPINE MARKET-POLICE SPECI	10/25/2024	51.59	.00	
7446	ELAN ONE CARD	PD 0494 10/25/	EXXON-POLICE - PATROL	10/25/2024	10.65	.00	
7446	ELAN ONE CARD	PD 0494 10/25/	PENX.COM-POLICE - PATROL	10/25/2024	610.46	.00	
7446	ELAN ONE CARD	PD 0494 10/25/	STAPLES-POLICE SPECIAL OP	10/25/2024	35.97	.00	
7446	ELAN ONE CARD	PD 0494 10/25/	REYNAL2-POLICE - PATROL	10/25/2024	19.72	.00	
7446	ELAN ONE CARD	PD 0494 10/25/	WOMENTUM-POLICE - PATROL	10/25/2024	700.00	.00	
7446	ELAN ONE CARD	PD 0494 10/25/	BIG HOLE BBQ-POLICE SPECIA	10/25/2024	677.35	.00	
7446	ELAN ONE CARD	PD 0494 10/25/	IACP-POLICE - ADMINISTRATIO	10/25/2024	220.00	.00	
7446	ELAN ONE CARD	PD 0494 10/25/	NEW YORK CITY SUB SHOP-PO	10/25/2024	137.30	.00	
7446	ELAN ONE CARD	PD 0494 10/25/	AMAZON-POLICE - ADMINISTRA	10/25/2024	25.43	.00	
7446	ELAN ONE CARD	PD 0494 10/25/	DOLLAR TREE-POLICE SPECIA	10/25/2024	31.50	.00	
7446	ELAN ONE CARD	PD 0494 10/25/	AUDIBLE-POLICE - PATROL	10/25/2024	15.85	.00	
7446	ELAN ONE CARD	PD 2280 10/25/	ALBERTSONS-POLICE - PATRO	10/25/2024	31.73	.00	
7446	ELAN ONE CARD	PD 2280 10/25/	SP TAC GEAR-POLICE - PATRO	10/25/2024	35.58	.00	
7446	ELAN ONE CARD	PD 2280 10/25/	COWBOY COFEE-POLICE - PAT	10/25/2024	300.00	.00	
7446	ELAN ONE CARD	PD 2280 10/25/	5.11 INC-POLICE - PATROL	10/25/2024	89.04	.00	
7446	ELAN ONE CARD	PD 2280 10/25/	CORE ESSENTIALS-POLICE - IN	10/25/2024	67.88	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
7446	ELAN ONE CARD	PD 2280 10/25/	PEARL STREET BAGELS-POLIC	10/25/2024	300.00	.00	
7446	ELAN ONE CARD	PD 2280 10/25/	5.11 INC-POLICE - PATROL	10/25/2024	89.04	.00	
7446	ELAN ONE CARD	PD 2280 10/25/	5.11 INC-POLICE - PATROL	10/25/2024	198.22	.00	
7446	ELAN ONE CARD	PD 2280 10/25/	LLRMI-POLICE - INVESTIGATIO	10/25/2024	150.00	.00	
7446	ELAN ONE CARD	PD 2280 10/25/	GALLS-POLICE - PATROL	10/25/2024	188.14	.00	
7446	ELAN ONE CARD	PD 6677 10/25/	ALBERTSONS-POLICE - INVEST	10/25/2024	13.98	.00	
7446	ELAN ONE CARD	PD 6677 10/25/	CHICK FIL A-POLICE - PATROL	10/25/2024	16.67	.00	
7446	ELAN ONE CARD	PD 6677 10/25/	CHIPOLTE-POLICE - PATROL	10/25/2024	15.37	.00	
7446	ELAN ONE CARD	PD 6677 10/25/	JACK IN THE BOX-POLICE - PAT	10/25/2024	13.93	.00	
7446	ELAN ONE CARD	PD 6677 10/25/	CHIPOLTE-POLICE - PATROL	10/25/2024	18.29	.00	
7446	ELAN ONE CARD	PD 6677 10/25/	GALLS-POLICE - PATROL	10/25/2024	150.18	.00	
7446	ELAN ONE CARD	PD 6677 10/25/	JAMBA JUICE-POLICE - PATROL	10/25/2024	14.79	.00	
7446	ELAN ONE CARD	PD 6677 10/25/	SMOKEY MO'S-POLICE - PATRO	10/25/2024	21.84	.00	
7446	ELAN ONE CARD	PD 6677 10/25/	UPS -POLICE - INVESTIGATION	10/25/2024	12.46	.00	
7446	ELAN ONE CARD	PD 6677 10/25/	RED LOTUS-POLICE - PATROL	10/25/2024	33.75	.00	
7446	ELAN ONE CARD	PD 6677 10/25/	DELTA AIRLINES-POLICE - PATR	10/25/2024	35.00	.00	
7446	ELAN ONE CARD	PD 6677 10/25/	GALLS-POLICE - PATROL	10/25/2024	352.25	.00	
7446	ELAN ONE CARD	PD 6677 10/25/	FIREHOUSE SUB-POLICE - PAT	10/25/2024	16.18	.00	
7446	ELAN ONE CARD	PD 6677 10/25/	RESIDENCE INN-POLICE - PATR	10/25/2024	729.46	.00	
7446	ELAN ONE CARD	PD 6677 10/25/	THE SALT LICK-POLICE - PATR	10/25/2024	29.79	.00	
7446	ELAN ONE CARD	PD 6677 10/25/	JERSEY MIKES-POLICE - PATR	10/25/2024	17.31	.00	
7446	ELAN ONE CARD	PD 6677 10/25/	UPS -POLICE - INVESTIGATION	10/25/2024	15.87	.00	
7446	ELAN ONE CARD	PD 6677 10/25/	CHUY'S-POLICE - PATROL	10/25/2024	23.27	.00	
7446	ELAN ONE CARD	PD 6677 10/25/	EXXON-POLICE - PATROL	10/25/2024	18.32	.00	
7446	ELAN ONE CARD	PD 7867 10/25/	COPQUEST-POLICE SPECIAL O	10/25/2024	105.52	.00	
7446	ELAN ONE CARD	PD 7867 10/25/	CRYE PRECISION LLC-POLICE	10/25/2024	219.09	.00	
7446	ELAN ONE CARD	PD 7867 10/25/	MINT BILLARDS-POLICE - PATR	10/25/2024	16.91	.00	
7446	ELAN ONE CARD	PD 7867 10/25/	TRAILER PARTS-POLICE SPECI	10/25/2024	73.14	.00	
7446	ELAN ONE CARD	PD 7867 10/25/	PILOT-POLICE SPECIAL OPERA	10/25/2024	27.72	.00	
7446	ELAN ONE CARD	PD 7867 10/25/	LOAF N JUG-POLICE - PATROL	10/25/2024	15.79	.00	
7446	ELAN ONE CARD	START 4059 1	CCTA-START	10/25/2024	25.00	.00	
7446	ELAN ONE CARD	START 4059 1	SHERVINS-START	10/25/2024	25.00	.00	
7446	ELAN ONE CARD	START 4059 1	CCTA-START	10/25/2024	25.00	.00	
7446	ELAN ONE CARD	START 4059 1	COSTCO-START	10/25/2024	39.21	.00	
7446	ELAN ONE CARD	START 4059 1	STAPLES-START	10/25/2024	22.99	.00	
7446	ELAN ONE CARD	START 9251 1	COSTCO-START	10/25/2024	44.37	.00	
7446	ELAN ONE CARD	START 9251 1	ALBERTSONS-START	10/25/2024	197.63	.00	
7446	ELAN ONE CARD	START 9251 1	WINDOWCLEANER.COM-START	10/25/2024	51.11-	.00	
7446	ELAN ONE CARD	START 9251 1	STAPLES-START	10/25/2024	93.35	.00	
7446	ELAN ONE CARD	START 9251 1	ALBERTSONS-START	10/25/2024	26.85	.00	
7446	ELAN ONE CARD	START 9251 1	CREDIT TAKEN LAST MONTH-S	10/25/2024	51.11	.00	
7446	ELAN ONE CARD	START 9251 1	WINDOWCLEANER.COM-START	10/25/2024	64.90	.00	
7446	ELAN ONE CARD	START 9251 1	QUAILITY LOGO PRODUCTS-ST	10/25/2024	700.91	.00	
7446	ELAN ONE CARD	START 9251 1	4IMPRINT-START	10/25/2024	1,983.09	.00	
7446	ELAN ONE CARD	START 9251 1	ALBERTSONS-START	10/25/2024	106.88	.00	
7446	ELAN ONE CARD	START 9251 1	ALBERTSONS-START	10/25/2024	89.06	.00	
7446	ELAN ONE CARD	START 9251 1	ALBERTSONS-START	10/25/2024	10.99	.00	
7446	ELAN ONE CARD	START 9251 1	WINDOWCLEANER.COM-START	10/25/2024	83.69	.00	
7446	ELAN ONE CARD	START 9251 1	ALBERTSONS-START	10/25/2024	136.61	.00	
7446	ELAN ONE CARD	START 9251 1	ALBERTSONS-START	10/25/2024	38.63	.00	
7446	ELAN ONE CARD	START 9251 1	ALBERTSONS-START	10/25/2024	3.49	.00	
7446	ELAN ONE CARD	WWTP 2901 1	TARGET-SEWER DEPARTMENT	10/25/2024	95.39	.00	
7446	ELAN ONE CARD	WWTP 2901 1	CEU PLAN-SEWER DEPARTME	10/25/2024	196.35	.00	
7446	ELAN ONE CARD	WWTP 2901 1	ALITA-SEWER DEPARTMENT	10/25/2024	359.30	.00	
7446	ELAN ONE CARD	WWTP 2901 1	EGUAGE-SEWER DEPARTMEN	10/25/2024	20.00	.00	
Total 7446:					17,200.03	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
6092	ENERGY 1	6240120-3	SERVER ROOM REMODEL	12/23/2024	750.00	.00	
Total 6092:					750.00	.00	
1134	ENERGY LABORATORIES INC.	681520	INFLUENT AND EFFLUENT	12/30/2024	213.00	.00	
1134	ENERGY LABORATORIES INC.	681703	EFFLUENT	12/31/2024	172.00	.00	
Total 1134:					385.00	.00	
6552	ETNA TRADE PARK LLC	010824	FEBRUARY RENT	01/08/2024	4,062.00	.00	
Total 6552:					4,062.00	.00	
81	EVANS CONSTRUCTION INC	251496	ROAD BASE	12/19/2024	333.64	.00	
81	EVANS CONSTRUCTION INC	9095	SALT	12/13/2024	24,750.00	.00	
Total 81:					25,083.64	.00	
3550	EXPOSURE SIGNS INC	8454	DECALS	12/04/2024	651.00	.00	
Total 3550:					651.00	.00	
6802	FALL RIVER PROPANE	91001049 0125	PROPANE	01/06/2025	1,459.32	.00	
Total 6802:					1,459.32	.00	
3195	FERGUSON ENTERPRISES, IN	3309619	COUP ASSY	12/20/2024	93.79	.00	
3195	FERGUSON ENTERPRISES, IN	3321285	WASHERS	12/27/2024	3.98	.00	
Total 3195:					97.77	.00	
4294	FIRE SERVICES OF IDAHO	12595392	SEMI ANNUAL SERVICE	12/31/2024	6,567.55	.00	
Total 4294:					6,567.55	.00	
4709	FLEETPRIDE	125512248	PARKING STATION	01/06/2025	205.36	.00	
Total 4709:					205.36	.00	
7332	FSD INVESTMENTS, LLC	010825	RELEASE BOND WESTVIEW TO	01/08/2025	14,975.00	14,975.00	01/08/2025
Total 7332:					14,975.00	14,975.00	
564	GEMPLERS INC.	INV000459982	vests	12/11/2024	89.99	.00	
564	GEMPLERS INC.	INV000460056	SWEATSHIRTS	12/23/2024	199.98	.00	
Total 564:					289.97	.00	
324	GFOA	00023016	REVIEW FEE	12/27/2024	460.00	.00	
Total 324:					460.00	.00	
4212	GILLIG LLC	41256889	LATCH	12/30/2024	21.56	.00	
Total 4212:					21.56	.00	
7497	GRIFFITH PARTNERSHIP LLC	010825	FEBRUARY RENT	01/08/2025	1,750.00	.00	
7497	GRIFFITH PARTNERSHIP LLC	010825	FEBRUARY RENT	01/08/2025	1,600.00	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
	Total 7497:				3,350.00	.00	
7583	HAYES, BRANDY	010625	TRAVEL REIMBURSE	01/06/2025	77.00	.00	
	Total 7583:				77.00	.00	
7582	HERRING, JOHN	010925	BAIL REFUND CASE24-10-0558	01/09/2025	175.00	175.00	01/10/2025
	Total 7582:				175.00	175.00	
96	HIGH COUNTRY LINEN	0472013	UNIFORMS SHOP	11/04/2024	72.47	.00	
96	HIGH COUNTRY LINEN	0472959	UNIFORMS shop	11/11/2024	72.47	.00	
96	HIGH COUNTRY LINEN	0473916	UNIFORMS SHOP	11/18/2024	66.32	.00	
96	HIGH COUNTRY LINEN	0474445	MATS @ TOWN HALL	11/20/2024	308.79	.00	
96	HIGH COUNTRY LINEN	0474951	UNIFORMS SHOP	11/25/2024	66.32	.00	
96	HIGH COUNTRY LINEN	0475922	UNIFORMS SHOP	12/02/2024	76.57	.00	
96	HIGH COUNTRY LINEN	0477100	UNIFORMS SHOP	12/09/2024	76.57	.00	
96	HIGH COUNTRY LINEN	0477578	MATS @ WWTP	12/11/2024	41.47	.00	
96	HIGH COUNTRY LINEN	0478260	UNIFORMS SHOP	12/16/2024	65.79	.00	
96	HIGH COUNTRY LINEN	0479469	UNIFORMS SHOP	12/23/2024	85.22	.00	
96	HIGH COUNTRY LINEN	0479562	MATS @ HOME RANCH	12/23/2024	23.45	.00	
96	HIGH COUNTRY LINEN	0479924	MATS @ WWTP	12/25/2024	66.85	.00	
96	HIGH COUNTRY LINEN	0480095	FACILITY	12/26/2024	9.77	.00	
96	HIGH COUNTRY LINEN	0480095	SEWER	12/26/2024	14.95	.00	
96	HIGH COUNTRY LINEN	0480095	WATER	12/26/2024	27.18	.00	
96	HIGH COUNTRY LINEN	0480095	ADMIN	12/26/2024	6.65	.00	
96	HIGH COUNTRY LINEN	0480095	WWTP	12/26/2024	13.30	.00	
96	HIGH COUNTRY LINEN	0480095	ADMIN	12/26/2024	6.65	.00	
96	HIGH COUNTRY LINEN	0480095	STREET	12/26/2024	24.94	.00	
96	HIGH COUNTRY LINEN	0480095	BUILD MAINTENANCE	12/26/2024	23.94	.00	
96	HIGH COUNTRY LINEN	0480602	MATS @ START	12/30/2024	202.85	.00	
96	HIGH COUNTRY LINEN	0480603	UNIFORMS SHOP	12/30/2024	79.94	.00	
96	HIGH COUNTRY LINEN	0481255	MATS @ TOWN HALL	01/01/2025	308.79	.00	
96	HIGH COUNTRY LINEN	S0474112	TABLE CLOTHES	11/21/2024	163.26	.00	
96	HIGH COUNTRY LINEN	S0474893	VINEGAR	11/22/2024	5.49	.00	
96	HIGH COUNTRY LINEN	S0477760	DUSTERS	12/11/2024	117.58	.00	
96	HIGH COUNTRY LINEN	S0480237	CLEANING PRODUCTS	12/26/2024	98.97	.00	
96	HIGH COUNTRY LINEN	S0480277	CLEANER	12/26/2024	50.58	.00	
	Total 96:				2,177.13	.00	
7064	HUB INTERNATIONAL	120124	ADMIN FEES	12/01/2024	3,281.00	3,281.00	01/02/2025
	Total 7064:				3,281.00	3,281.00	
36	IDAHO STATE TAX COMMISSIO	10325	DECEMBER WITHHOLDINGS	01/03/2025	6,223.00	6,223.00	01/03/2025
	Total 36:				6,223.00	6,223.00	
3407	INTERMOUNTAIN SWEEPER C	124058	CYLINDER BELT	12/19/2024	223.44	.00	
	Total 3407:				223.44	.00	
106	INTERSTATE BATTERY	950004258	BATTERIES	12/23/2024	2,390.35	.00	
106	INTERSTATE BATTERY	950004308	BATTERIES	12/30/2024	104.00-	.00	
106	INTERSTATE BATTERY	950004368	BATTERIES	01/06/2025	453.90	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 106:					2,740.25	.00	
6954	IVY OUTDOOR SERVICES LLC	0000118	TRASH SERVICE	01/02/2025	1,458.00	.00	
6954	IVY OUTDOOR SERVICES LLC	0000119	DECEMBER TRASH ROUTE	01/02/2025	8,527.00	.00	
Total 6954:					9,985.00	.00	
7163	JACKSON GROUP LOCKBOX	683924IFX1	GLOVES	12/18/2024	150.00	.00	
7163	JACKSON GROUP LOCKBOX	685338IF	FILTERS	12/17/2024	615.29	.00	
7163	JACKSON GROUP LOCKBOX	6855071FX1	FILTERS	01/08/2025	234.69	.00	
7163	JACKSON GROUP LOCKBOX	685507IF	FILTERS	12/19/2024	750.05	.00	
7163	JACKSON GROUP LOCKBOX	686030IF	FILTER	12/31/2024	321.96	.00	
7163	JACKSON GROUP LOCKBOX	686360IF	WARNING LIGHT	01/09/2025	86.53	.00	
7163	JACKSON GROUP LOCKBOX	686468IF	FILTERS	01/07/2025	307.25	.00	
Total 7163:					2,465.77	.00	
131	JACKSON HOLE NEWS & GUID	371335	AD#432534	10/30/2024	264.40	.00	
131	JACKSON HOLE NEWS & GUID	373094	AD#434499	12/25/2024	1,472.50	.00	
131	JACKSON HOLE NEWS & GUID	373095	AD#434498	12/25/2024	47.50	.00	
131	JACKSON HOLE NEWS & GUID	373096	AD#434497	12/25/2024	76.00	.00	
131	JACKSON HOLE NEWS & GUID	373097	AD#434484	12/25/2024	175.75	.00	
131	JACKSON HOLE NEWS & GUID	373098	AD#434485	12/25/2024	589.00	.00	
131	JACKSON HOLE NEWS & GUID	373099	AD#434496	12/25/2024	85.50	.00	
131	JACKSON HOLE NEWS & GUID	373100	AD#434495	12/25/2024	194.75	.00	
131	JACKSON HOLE NEWS & GUID	373101	AD#434494	12/25/2024	76.00	.00	
131	JACKSON HOLE NEWS & GUID	373102	AD#434493	12/25/2024	95.00	.00	
131	JACKSON HOLE NEWS & GUID	373103	AD#434486	12/25/2024	427.50	.00	
131	JACKSON HOLE NEWS & GUID	373104	AD#434487	12/25/2024	99.75	.00	
131	JACKSON HOLE NEWS & GUID	373105	AD#434492	12/25/2024	71.25	.00	
131	JACKSON HOLE NEWS & GUID	373106	AD#434491	12/25/2024	185.25	.00	
131	JACKSON HOLE NEWS & GUID	373107	AD#434488	12/25/2024	152.00	.00	
131	JACKSON HOLE NEWS & GUID	373108	AD#434490	12/25/2024	85.50	.00	
131	JACKSON HOLE NEWS & GUID	373110	AD#434500	12/25/2024	213.75	.00	
131	JACKSON HOLE NEWS & GUID	373112	AD#434477	12/25/2024	318.25	.00	
131	JACKSON HOLE NEWS & GUID	373113	AD#434478	12/25/2024	1,349.00	.00	
131	JACKSON HOLE NEWS & GUID	373114	AD#434479	12/25/2024	204.25	.00	
131	JACKSON HOLE NEWS & GUID	373115	AD#434480	12/25/2024	389.50	.00	
131	JACKSON HOLE NEWS & GUID	373116	AD#434481	12/25/2024	171.00	.00	
131	JACKSON HOLE NEWS & GUID	373117	AD#434506	12/25/2024	935.75	.00	
131	JACKSON HOLE NEWS & GUID	373118	AD#434501	12/25/2024	935.75	.00	
131	JACKSON HOLE NEWS & GUID	373119	AD#434502	12/25/2024	171.00	.00	
131	JACKSON HOLE NEWS & GUID	373120	AD#434483	12/25/2024	266.00	.00	
131	JACKSON HOLE NEWS & GUID	373121	AD#434482	12/25/2024	223.25	.00	
131	JACKSON HOLE NEWS & GUID	373122	AD#434503	12/25/2024	171.00	.00	
131	JACKSON HOLE NEWS & GUID	373123	AD#434504	12/25/2024	161.50	.00	
131	JACKSON HOLE NEWS & GUID	373124	AD#434505	12/25/2024	931.00	.00	
131	JACKSON HOLE NEWS & GUID	373307	AD#433965	12/31/2024	338.40	.00	
131	JACKSON HOLE NEWS & GUID	373308	AD#434514	12/31/2024	598.40	.00	
131	JACKSON HOLE NEWS & GUID	373386	AD#433967/433970	12/31/2024	348.20	.00	
131	JACKSON HOLE NEWS & GUID	373466	AD#434517	12/31/2024	300.00	.00	
131	JACKSON HOLE NEWS & GUID	373498	AD#434620	01/01/2024	216.00	.00	
131	JACKSON HOLE NEWS & GUID	373715	AD#434605	01/08/2025	401.00	.00	
131	JACKSON HOLE NEWS & GUID	373716	AD#434709	01/08/2025	401.00	.00	
Total 131:					13,141.65	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
114	JACKSON LUMBER INC	0001025505-0	SUPPLIES	09/09/2024	11.91	.00	
114	JACKSON LUMBER INC	0001026411-00	SUPPLIES	09/11/2024	99.09	.00	
114	JACKSON LUMBER INC	0001028111-00	SUPPLIES	09/17/2024	745.78	.00	
114	JACKSON LUMBER INC	0001028403-0	JIGSAW BLADES	09/18/2024	17.50	.00	
114	JACKSON LUMBER INC	0001030083-0	SUPPLIES	09/24/2024	680.62	.00	
Total 114:					1,554.90	.00	
115	JACKSON PAINT AND GLASS, I	I136936	INSTALL WINDSHIELDS	12/19/2024	700.00	.00	
Total 115:					700.00	.00	
7118	JONES SIMKINS	63246	AUDIT	12/31/2024	23,740.00	.00	
Total 7118:					23,740.00	.00	
139	JORGENSEN ASSOCIATES, PC	55404	18047 GREGORY LANE	12/31/2024	6,240.70	.00	
139	JORGENSEN ASSOCIATES, PC	55404	18047 GREGORY LANE	12/31/2024	6,240.70	.00	
139	JORGENSEN ASSOCIATES, PC	55404	18047 GREGORY LANE	12/31/2024	6,240.70	.00	
Total 139:					18,722.10	.00	
5537	KEENAN, PETER	010824	FEBRUARY RENT	01/08/2024	2,300.00	.00	
Total 5537:					2,300.00	.00	
5729	LENOVO (UNITED STATES) INC.	6471509579	THINKPADS	01/03/2024	3,247.86	.00	
5729	LENOVO (UNITED STATES) INC.	6471530925	THINK PADS	01/07/2025	33,541.06	.00	
Total 5729:					36,788.92	.00	
2224	LOCAL GOV'T LIABILITY POOL	15533	AA250023 DEDUCTIBLE	01/07/2025	1,000.00	.00	
Total 2224:					1,000.00	.00	
156	LOWER VALLEY ENERGY INC	010825	FEBRUARY RENT	01/08/2025	3,000.00	.00	
156	LOWER VALLEY ENERGY INC	92050-002 12-	3150 S ADAMS CANYON DR, JA	12/31/2024	398.37	.00	
156	LOWER VALLEY ENERGY INC	92050-003 12-	SPRUCE DR PUMP HOUSE, JA	12/31/2024	373.01	.00	
156	LOWER VALLEY ENERGY INC	92050-008 12-	CEMETERY, JACKSON, WY | 20	12/31/2024	18.27	.00	
156	LOWER VALLEY ENERGY INC	92050-010 12-	ELY SPRINGS RD WELL 6,7,8, J	12/31/2024	1,088.13	.00	
156	LOWER VALLEY ENERGY INC	92050-014 12-	135 E BROADWAY AVE HEAT TA	12/31/2024	20.43	.00	
156	LOWER VALLEY ENERGY INC	92050-017 12-	WASTE WATER TRTMT INTERM	12/31/2024	28.00	.00	
156	LOWER VALLEY ENERGY INC	92050-019 12-	RANGEVIEW DR LIFT PUMP CO	12/31/2024	97.90	.00	
156	LOWER VALLEY ENERGY INC	92050-021 12-	150 E PEARL AVE, JACKSON, W	12/31/2024	1,822.06	.00	
156	LOWER VALLEY ENERGY INC	92050-024 12-	1605 BERGER LN SEWER LIFT	12/31/2024	29.95	.00	
156	LOWER VALLEY ENERGY INC	92050-025 12-	450 W SNOW KING AVE NEW S	12/31/2024	1,020.88	.00	
156	LOWER VALLEY ENERGY INC	92050-026 12-	450 W SNOW KING AVE SHOP, J	12/31/2024	399.12	.00	
156	LOWER VALLEY ENERGY INC	92050-044 12-	610 SNOW KING DR ESTATES B	12/31/2024	197.05	.00	
156	LOWER VALLEY ENERGY INC	92050-047 12-	WASTE WATER TRTMT UV BLD	12/31/2024	38.00	.00	
156	LOWER VALLEY ENERGY INC	92050-049 12-	WASTE WATER TRTMT PTB 545	12/31/2024	9,196.10	.00	
156	LOWER VALLEY ENERGY INC	92050-050 12-	2 MG TANK, JACKSON, WY | 200	12/31/2024	27.33	.00	
156	LOWER VALLEY ENERGY INC	92050-051 12-	WELL #5 KARNS MEADOW DR,	12/31/2024	3,072.94	.00	
156	LOWER VALLEY ENERGY INC	92050-052 12-	675 E BROADWAY AVE WELL #1	12/31/2024	958.00	.00	
156	LOWER VALLEY ENERGY INC	92050-053 12-	WELLS #2 & #3, JACKSON, WY	12/31/2024	3,116.09	.00	
156	LOWER VALLEY ENERGY INC	92050-054 12-	CITY WELL ELK REF 1, JACKSO	12/31/2024	95.73	.00	
156	LOWER VALLEY ENERGY INC	92050-055 12-	CITY WELL ELK REF 2, JACKSO	12/31/2024	183.85	.00	
156	LOWER VALLEY ENERGY INC	92050-059 12-	440 W SNOW KING AVE POLICE	12/31/2024	294.94	.00	
156	LOWER VALLEY ENERGY INC	92050-060 12-	400 W SNOW KING AVE S GAR,	12/31/2024	1,413.57	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
156	LOWER VALLEY ENERGY INC	92050-061 12-	400 W SNOW KING AVE PUBLIC	12/31/2024	863.20	.00	
156	LOWER VALLEY ENERGY INC	92050-074 12-	CRABTREE LN THAW WELL #2,	12/31/2024	182.74	.00	
156	LOWER VALLEY ENERGY INC	92050-075 12-	HIGH SCHOOL RD THAW WELL	12/31/2024	98.49	.00	
156	LOWER VALLEY ENERGY INC	92050-077 12-	685 E HANSEN AVE, JACKSON,	12/31/2024	144.16	.00	
156	LOWER VALLEY ENERGY INC	92050-078 12-	145 W HANSEN AVE FRONT, JA	12/31/2024	211.77	.00	
156	LOWER VALLEY ENERGY INC	92050-079 12-	145 W HANSEN AVE BACK, JAC	12/31/2024	196.46	.00	
156	LOWER VALLEY ENERGY INC	92050-082 12-	400 W SNOW KING AVE E STOR	12/31/2024	482.65	.00	
156	LOWER VALLEY ENERGY INC	92050-089 12-	685 E HANSEN AVE, JACKSON,	12/31/2024	19.11	.00	
156	LOWER VALLEY ENERGY INC	92050-090 12-	955 MAPLE WAY, JACKSON, WY	12/31/2024	208.94	.00	
156	LOWER VALLEY ENERGY INC	92050-092 12-	3150 S ADAMS CANYON DR ANI	12/31/2024	616.43	.00	
156	LOWER VALLEY ENERGY INC	92050-102 12-	145 W HANSEN AVE FRONT, JA	12/31/2024	63.80	.00	
156	LOWER VALLEY ENERGY INC	92050-105-382	MULTIPLE STREET LIGHTS	12/31/2024	3,194.54	.00	
156	LOWER VALLEY ENERGY INC	92050-106 12-	940 SIMON LN, JACKSON, WY |	12/31/2024	335.13	.00	
156	LOWER VALLEY ENERGY INC	92050-114 12-3	210 N CACHE ST HOME RANCH	12/31/2024	484.98	.00	
156	LOWER VALLEY ENERGY INC	92050-126 12-	SPRING WATER LN LIFT STATIO	12/31/2024	40.12	.00	
156	LOWER VALLEY ENERGY INC	92050-127 12-	3337 S CODY CREEK DR LIFT S	12/31/2024	345.04	.00	
156	LOWER VALLEY ENERGY INC	92050-131 12-	195 E DELONEY AVE RESTROO	12/31/2024	482.37	.00	
156	LOWER VALLEY ENERGY INC	92050-132 12-	160 S MILLWARD ST PARKING	12/31/2024	2,236.88	.00	
156	LOWER VALLEY ENERGY INC	92050-134 12-	160 S MILLWARD ST PARKING	12/31/2024	6.34	.00	
156	LOWER VALLEY ENERGY INC	92050-334 12-	JOSEPHINE LOOP LOT 15 LIFT	12/31/2024	123.47	.00	
156	LOWER VALLEY ENERGY INC	92050-341 12-	210 N CACHE ST HOME RANCH	12/31/2024	74.02	.00	
156	LOWER VALLEY ENERGY INC	92050-345 12-	930 SIMON LN, JACKSON, WY |	12/31/2024	301.06	.00	
156	LOWER VALLEY ENERGY INC	92050-356 12-	55 KARNS MEADOW DR START	12/31/2024	7,213.57	.00	
156	LOWER VALLEY ENERGY INC	92050-357 12-	55 KARNS MEADOW DR START	12/31/2024	2,624.93	.00	
156	LOWER VALLEY ENERGY INC	92050-359 12-	MILLER PARK PARKING LOT CH	12/31/2024	211.26	.00	
156	LOWER VALLEY ENERGY INC	92050-361 12-	625 W BROADWAY AVE NEW P	12/31/2024	25.31	.00	
156	LOWER VALLEY ENERGY INC	92050-363 12-	455 VINE ST UTIL, JACKSON, W	12/31/2024	76.88	.00	
156	LOWER VALLEY ENERGY INC	92050-364 12-	65 VIRGINIAN LN #5, JACKSON,	12/31/2024	80.97	.00	
156	LOWER VALLEY ENERGY INC	92050-365 12-	65 VIRGINIAN LN #7, JACKSON,	12/31/2024	103.31	.00	
156	LOWER VALLEY ENERGY INC	92050-367 12-	455 VINE ST APT #3, JACKSON,	12/31/2024	71.90	.00	
156	LOWER VALLEY ENERGY INC	92050-368 12-	455 VINE ST APT #4, JACKSON,	12/31/2024	109.36	.00	
156	LOWER VALLEY ENERGY INC	92050-370 12-	2022 WILDFLOWER CT, JACKS	12/31/2024	182.57	.00	
156	LOWER VALLEY ENERGY INC	92050-371 12-	2022 WILDFLOWER CT, JACKS	12/31/2024	49.37	.00	
156	LOWER VALLEY ENERGY INC	92050-374 12-	455 VINE ST APT #1, JACKSON,	12/31/2024	117.20	.00	
156	LOWER VALLEY ENERGY INC	92050-375 12-	155 E PEARL AVE, JACKSON, W	12/31/2024	27.21	.00	
156	LOWER VALLEY ENERGY INC	92050-376 12-	149 E PEARL AVE, JACKSON, W	12/31/2024	198.40	.00	
156	LOWER VALLEY ENERGY INC	92050-378 12-	145 E PEARL AVE #A EAST, JAC	12/31/2024	77.79	.00	
156	LOWER VALLEY ENERGY INC	92050-383 12-	SNOW KING DR WATER TANK C	12/31/2024	23.69	.00	
156	LOWER VALLEY ENERGY INC	92050-385 12-	85 N SPRING GULCH RD SPRIN	12/31/2024	276.71	.00	
156	LOWER VALLEY ENERGY INC	92050-388 12-	121 SHERWOOD CT BLDG 2 BU	12/31/2024	33.75	.00	
156	LOWER VALLEY ENERGY INC	92050-389 12-	1640 MARTIN LN LIFT STATION,	12/31/2024	36.61	.00	
156	LOWER VALLEY ENERGY INC	92050-390 12-	400 W SNOW KING AVE HOUSI	12/31/2024	219.60	.00	
156	LOWER VALLEY ENERGY INC	92050-391 12-	400 W SNOW KING AVE PARK M	12/31/2024	626.96	.00	
156	LOWER VALLEY ENERGY INC	92050-392 12-	400 W SNOW KING AVE ADMIN,	12/31/2024	949.66	.00	
156	LOWER VALLEY ENERGY INC	92050-393 12-	400 W SNOW KING AVE EMPLO	12/31/2024	1,080.19	.00	
156	LOWER VALLEY ENERGY INC	92050-395 12-	145 E PEARL AVE #C LOFT, JAC	12/31/2024	76.03	.00	
156	LOWER VALLEY ENERGY INC	92050-396 12-	145 E PEARL AVE HSE/CMN, JA	12/31/2024	119.14	.00	
156	LOWER VALLEY ENERGY INC	92050-397 12-	145 E PEARL AVE #B WEST, JA	12/31/2024	105.01	.00	
156	LOWER VALLEY ENERGY INC	92050-398 12-	155 E PEARL AVE, JACKSON, W	12/31/2024	95.52	.00	
156	LOWER VALLEY ENERGY INC	92050-399 12-	155 E PEARL AVE, JACKSON, W	12/31/2024	155.73	.00	
156	LOWER VALLEY ENERGY INC	92050-401 12-	455 VINE ST APT #2, JACKSON,	12/31/2024	97.65	.00	
156	LOWER VALLEY ENERGY INC	92050-405 12-	3585 S CANADIAN DR, JACKSO	12/31/2024	182.29	.00	
156	LOWER VALLEY ENERGY INC	92050-406 12-	3585 S CANADIAN DR, JACKSO	12/31/2024	6.63	.00	
156	LOWER VALLEY ENERGY INC	92050-407 12-	130 E KELLY AVE #23, JACKSO	12/31/2024	71.71	.00	
156	LOWER VALLEY ENERGY INC	92050-411 12-3	1540 MARTIN LN H-FRAME MET	12/31/2024	115.52	.00	
156	LOWER VALLEY ENERGY INC	92050-416 12-	350 N MILLWARD ST #5, JACKS	12/31/2024	60.41	.00	
156	LOWER VALLEY ENERGY INC	92050-418 12-	355 W DELONEY AVE E-5, JACK	12/31/2024	114.06	.00	
156	LOWER VALLEY ENERGY INC	92050-419 12-	55 VIRGINIAN LN #4, JACKSON,	12/31/2024	107.83	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
156	LOWER VALLEY ENERGY INC	92050-420 12-	355 W DELONEY AVE A-5, JACK	12/31/2024	70.27	.00	
156	LOWER VALLEY ENERGY INC	92050-421 12-	268 SAWMILL RD, ALPINE, WY |	12/31/2024	127.35	.00	
156	LOWER VALLEY ENERGY INC	92050-422 12-	126 ASPEN DR, JACKSON, WY	12/31/2024	102.85	.00	
156	LOWER VALLEY ENERGY INC	92050-423 12-	120 ASPEN DR, JACKSON, WY	12/31/2024	120.37	.00	
	Total 156:				53,746.99	.00	
7112	MARKMAN, JASON	010825	INTERNET	01/08/2025	35.00	.00	
7112	MARKMAN, JASON	010825	FEBRUARY RENT	01/08/2025	2,800.00	.00	
	Total 7112:				2,835.00	.00	
4623	MSC INDUSTRIAL SUPPLY CO	7374244001	SUPPLIES	12/05/2024	680.41	.00	
	Total 4623:				680.41	.00	
257	NAPA AUTO PARTS INC.	274652	GROMMET	12/16/2024	7.73	.00	
257	NAPA AUTO PARTS INC.	275277	FILTERS	12/19/2024	36.71	.00	
257	NAPA AUTO PARTS INC.	275339	FILTER	12/19/2024	4.44	.00	
257	NAPA AUTO PARTS INC.	275459	FUEL HOSE	12/19/2024	39.80	.00	
257	NAPA AUTO PARTS INC.	275680	FILTER	12/20/2024	39.99	.00	
257	NAPA AUTO PARTS INC.	276010	FILTERS	12/23/2024	36.88	.00	
257	NAPA AUTO PARTS INC.	276169	FILTERS	12/23/2024	29.98	.00	
257	NAPA AUTO PARTS INC.	276290	FILTERS	12/24/2024	34.43	.00	
257	NAPA AUTO PARTS INC.	276296	CAPSULE	12/24/2024	25.74	.00	
257	NAPA AUTO PARTS INC.	276432	FILTERS	12/26/2024	35.56	.00	
257	NAPA AUTO PARTS INC.	277060	SWITCH	12/30/2024	35.99	.00	
257	NAPA AUTO PARTS INC.	277082	ELECTRICAL	12/30/2024	59.39	.00	
257	NAPA AUTO PARTS INC.	277105	ADAPTERS	12/30/2024	10.95	.00	
257	NAPA AUTO PARTS INC.	277150	CONNECTOR	12/30/2024	41.99	.00	
257	NAPA AUTO PARTS INC.	277174	FILTER	12/30/2024	38.26	.00	
257	NAPA AUTO PARTS INC.	277239	BLEEDER KIT	12/30/2024	17.94	.00	
257	NAPA AUTO PARTS INC.	277280	BATTERY	12/30/2024	30.87	.00	
257	NAPA AUTO PARTS INC.	277321	TIRE PATCH	12/31/2024	27.66	.00	
257	NAPA AUTO PARTS INC.	277359	BRAKE CONT	12/31/2024	109.51	.00	
257	NAPA AUTO PARTS INC.	277573	TRAILER TONGUE JACK	01/02/2025	39.80	.00	
257	NAPA AUTO PARTS INC.	277869	SCRAPER	01/03/2025	81.95	.00	
257	NAPA AUTO PARTS INC.	277913	FLUSH MOUNT	01/03/2025	190.96	.00	
257	NAPA AUTO PARTS INC.	278291	FILTERS	01/06/2025	26.64	.00	
257	NAPA AUTO PARTS INC.	278342	PUMP	01/06/2025	25.99	.00	
257	NAPA AUTO PARTS INC.	278673	WIPER BLADES	01/07/2025	89.96	.00	
257	NAPA AUTO PARTS INC.	278856	FILTERS	01/07/2025	122.80	.00	
257	NAPA AUTO PARTS INC.	278970	FILTERS	01/08/2025	24.44	.00	
257	NAPA AUTO PARTS INC.	279018	FITTINGS	01/08/2025	102.03	.00	
257	NAPA AUTO PARTS INC.	279348	CLAMP	01/09/2024	56.97	.00	
257	NAPA AUTO PARTS INC.	279430	SPARK PLUG	01/09/2025	306.00	.00	
257	NAPA AUTO PARTS INC.	279483	SILENT GUAR	01/09/2025	79.98	.00	
257	NAPA AUTO PARTS INC.	279529	FLAT PACK	01/10/2025	30.59	.00	
	Total 257:				1,841.93	.00	
3919	OMNI SECURITY SYSTEMS INC	24535-106	PARKING GARAGE	01/01/2024	242.00	.00	
	Total 3919:				242.00	.00	
1504	ONE CALL OF WYOMING	73870	DECEMBER TICKETS	01/07/2025	45.00	.00	
1504	ONE CALL OF WYOMING	73870	DECEMBER TICKETS	01/07/2025	45.00	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 1504:					90.00	.00	
7242	PITTS, SAMANTHA	123024	MONTHLY IT HARDWARE	12/30/2024	77.83	.00	
Total 7242:					77.83	.00	
332	PLAINSMAN PRINTING & SUPPL	8086	MINUTE BOOKS	12/14/2024	734.73	.00	
Total 332:					734.73	.00	
4894	PLATT	5R61258	EATON LOT	12/24/2024	4,655.85	.00	
4894	PLATT	5V61107	CREDIT	01/07/2025	580.64-	.00	
4894	PLATT	5V64172	EATON LOT	01/07/2025	693.15	.00	
Total 4894:					4,768.36	.00	
6483	PREMIER TRUCK- SALT LAKE C	775666005	STRAP ISOLATOR	12/18/2024	362.76	.00	
6483	PREMIER TRUCK- SALT LAKE C	775667850	SENSOR	12/26/2024	126.10	.00	
6483	PREMIER TRUCK- SALT LAKE C	775669046	KIT	12/31/2024	7,552.41	.00	
6483	PREMIER TRUCK- SALT LAKE C	775670953	ACCUMATO	01/08/2025	798.20	.00	
Total 6483:					8,839.47	.00	
7066	R & A SAFETY LLC	45687	PRE EMPLOY	12/02/2024	90.50	.00	
7066	R & A SAFETY LLC	45733	DOT RANDOM	12/09/2024	181.00	.00	
7066	R & A SAFETY LLC	45810	PRE EMPLOY	12/23/2024	90.50	.00	
7066	R & A SAFETY LLC	45814	PRE EMPLOY	12/26/2024	90.50	.00	
7066	R & A SAFETY LLC	45830	PRE EMPLOY	12/30/2024	90.50	.00	
7066	R & A SAFETY LLC	45830	PRE EMPLOY	12/30/2024	90.50	.00	
Total 7066:					633.50	.00	
7460	RAMANATHAN, BRINDA	010825	FEBRUARY RENT	01/08/2025	2,500.00	.00	
Total 7460:					2,500.00	.00	
4869	RIDGELINE EXCAVATION INC	2023	GARRIMAN PARK PIPE	12/31/2024	105,307.85	.00	
Total 4869:					105,307.85	.00	
5812	RUI INC. DBA VILLAGE GARDN	4763	SNOW REMOVAL	12/31/2024	123.00	.00	
5812	RUI INC. DBA VILLAGE GARDN	4764	SNOW REMOVAL	12/31/2024	75.00	.00	
Total 5812:					198.00	.00	
7581	SECOND MOUNTAIN LLC	010925	RELEASE BOND 165 NORTH G	01/09/2025	6,000.00	6,000.00	01/09/2025
Total 7581:					6,000.00	6,000.00	
7484	SERVPRO OF JACKSON HOLE	1836	145 W HANSON	12/24/2024	7,891.13	.00	
7484	SERVPRO OF JACKSON HOLE	1839	MOLD REMEDIATION 145 HANS	01/06/2024	5,023.23	.00	
Total 7484:					12,914.36	.00	
7435	SHORELINE CONSULTING	0000276	EQUITY TASK FORCE SUPPOR	01/07/2025	2,272.72	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 7435:					2,272.72	.00	
6501	SILLIMAN, JEFF	010724	REIMBURSE PE RENEWAL	01/07/2024	90.00	.00	
Total 6501:					90.00	.00	
4548	SILVER CREEK SUPPLY	0018675252-0	ELBOWS	12/04/2024	117.39	.00	
Total 4548:					117.39	.00	
4720	SILVERSTAR	54639 0125	ACCOUNT SERVICES 54639	01/01/2025	2,737.20	.00	
4720	SILVERSTAR	654791 0125	ACCOUNT SERVICES 654791	01/01/2025	626.13	.00	
Total 4720:					3,363.33	.00	
236	SMITH POWER PRODUCTS,INC	3254143	HARNESS ASSEMBLY WIRING	01/07/2025	480.08	.00	
Total 236:					480.08	.00	
5632	SNAKE RIVER MEP COMPLETE,	14804	TOWN HALL	12/11/2024	952.95	.00	
Total 5632:					952.95	.00	
4752	SPECIALTY CONSTRUCTION S	0247422-IN	wattle	10/10/2024	865.18	.00	
Total 4752:					865.18	.00	
1505	SPRING CREEK ANIMAL HOSPI	5334635619	ANIMAL CARE	12/09/2024	108.51	.00	
1505	SPRING CREEK ANIMAL HOSPI	5334635620	ANIMAL CARE	12/09/2024	31.92	.00	
1505	SPRING CREEK ANIMAL HOSPI	5334635623	ANIMAL CARE	12/09/2024	31.92	.00	
1505	SPRING CREEK ANIMAL HOSPI	5334636237	ANIMAL CARE	12/19/2024	31.92	.00	
1505	SPRING CREEK ANIMAL HOSPI	5334636239	ANIMAL CARE	12/19/2024	20.00	.00	
1505	SPRING CREEK ANIMAL HOSPI	5334636241	ANIMAL CARE	12/19/2024	31.92	.00	
1505	SPRING CREEK ANIMAL HOSPI	5334636242	ANIMAL CARE	12/19/2024	106.02	.00	
1505	SPRING CREEK ANIMAL HOSPI	5334636243	ANIMAL CARE	12/19/2024	46.92	.00	
1505	SPRING CREEK ANIMAL HOSPI	5334636244	ANIMAL CARE	12/19/2024	78.84	.00	
1505	SPRING CREEK ANIMAL HOSPI	5334636245	ANIMAL CARE	12/19/2024	120.00	.00	
1505	SPRING CREEK ANIMAL HOSPI	5334636246	ANIMAL CARE	12/19/2024	46.92	.00	
1505	SPRING CREEK ANIMAL HOSPI	5334636249	ANIMAL CARE	12/19/2024	81.56	.00	
Total 1505:					736.45	.00	
6838	SPSC POA - South Park Services	010125	WATER AND LOT FEE	01/01/2025	303.82	.00	
Total 6838:					303.82	.00	
6871	STANDARD INSURANCE COMP	120124	LIFE, LTD, AND STD PREMIUM	12/01/2024	7,522.98	7,522.98	01/02/2025
6871	STANDARD INSURANCE COMP	120124	VOLUNTARY POLICIES	12/01/2024	2,341.03	2,341.03	01/02/2025
6871	STANDARD INSURANCE COMP	120124	VOLUNTARY LIFE POLICY	12/01/2024	1,109.30	1,109.30	01/02/2025
Total 6871:					10,973.31	10,973.31	
7227	STEPHENS, TALON	123024	MONTHLY IT HARDWARE	12/30/2024	77.83	.00	
Total 7227:					77.83	.00	
7088	STONE, KIRK	010825	FEBRAURY RENT	01/08/2025	3,087.00	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 7088:					3,087.00	.00	
1054	SUNRISE ENVIRONMENTAL	150821	BOXES	12/02/2024	182.82	.00	
Total 1054:					182.82	.00	
4933	SYMBOLARTS, LLC	0516231	BADGES	01/09/2025	135.00	.00	
Total 4933:					135.00	.00	
7580	TAPCO	173713	TRAFFIC TRAILER	01/03/2024	46,041.00	.00	
Total 7580:					46,041.00	.00	
1443	TETON COUNTY CLERK	010825FE	MONTHLY CONTRIBUTION	01/08/2025	278,072.33	.00	
1443	TETON COUNTY CLERK	010825H	MONTHLY CONTRIBUTION HOU	01/08/2025	49,074.83	.00	
1443	TETON COUNTY CLERK	010825PR	MONTHLY CONTRIBUTION	01/08/2025	243,267.50	.00	
Total 1443:					570,414.66	.00	
3029	TETON COUNTY SHERIFF'S OF	102824	RADIOS	10/28/2024	82,486.35	.00	
Total 3029:					82,486.35	.00	
1614	TETON COUNTY-FUND 10	010825	FEBRUARY RENT	01/08/2025	4,024.00	.00	
1614	TETON COUNTY-FUND 10	123024D	DECEMBER 2024 DISPATCH	12/30/2024	58,247.40	.00	
1614	TETON COUNTY-FUND 10	123024P	DECEMBER 2024 PATHWAYS	12/30/2024	6,304.67	.00	
1614	TETON COUNTY-FUND 10	123024PLAN	DECEMBER 2024 PLANNING	12/30/2024	6,379.68	.00	
1614	TETON COUNTY-FUND 10	123024PLAN	DECEMBER 2024 PLANNING	12/30/2024	7,947.28	.00	
Total 1614:					82,903.03	.00	
3027	TETON COUNTY-FUND 13	123024DEC	DECEMBER 2024 CAPITAL	12/30/2024	45,647.31	.00	
Total 3027:					45,647.31	.00	
166	TETON COUNTY-FUND 19	123024C	DECEMBER 2024 CAPITAL	12/30/2024	69.92	.00	
Total 166:					69.92	.00	
268	TETON MOTORS INC	5111986	TANK	12/20/2024	70.19	.00	
268	TETON MOTORS INC	5112003	COIL	12/26/2024	32.60	.00	
268	TETON MOTORS INC	5112004	COIL	12/26/2024	66.35	.00	
268	TETON MOTORS INC	5112094	ACTUATOR	01/08/2025	203.88	.00	
268	TETON MOTORS INC	5112117	SENSOR	01/09/2025	65.26	.00	
Total 268:					438.28	.00	
6992	TETON ROPE ACCESS AND SE	1241	SNOW REMOVAL	12/23/2024	825.00	.00	
6992	TETON ROPE ACCESS AND SE	1245	SNOW REMOVAL	01/04/2025	325.00	.00	
6992	TETON ROPE ACCESS AND SE	1246	SNOW REMOVAL	01/04/2025	250.00	.00	
Total 6992:					1,400.00	.00	
3162	TETON TRASH REMOVAL, INC.	25 JAN 686	145 HANSEN TRASH	01/01/2025	114.00	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 3162:					114.00	.00	
3237	THE AFTERMARKET PARTS CO	83601654	CYLINDER	12/26/2024	462.50	.00	
3237	THE AFTERMARKET PARTS CO	83604032	DUST CAP	12/30/2024	34.50	.00	
Total 3237:					497.00	.00	
7584	THERMO FLUIDS, INC.	95954284	FLUID DISPOSAL	12/07/2024	281.75	.00	
Total 7584:					281.75	.00	
3955	THOMSON WEST	851273531	LIBRARY PLAN CHANGES	01/01/2025	604.60	.00	
3955	THOMSON WEST	851273531	LIBRARY PLAN CHANGES	01/01/2025	604.60	.00	
Total 3955:					1,209.20	.00	
70	THYSSEN KRUPP ELEVATOR C	169108	Vertical Harvest - SERVICE	01/01/2024	3,698.36	.00	
Total 70:					3,698.36	.00	
6591	T-MOBILE	967529416 012	MONTHLY SERVICES 96752941	01/01/2025	31.15	.00	
Total 6591:					31.15	.00	
6363	TMSC LLC	2024-005-15D	SNOW KING HOUSING	12/24/2024	360.00	.00	
6363	TMSC LLC	2024-005-15F	TS AND REPAIR AH1	12/24/2024	480.00	.00	
6363	TMSC LLC	2024-005-15S	SNOW KING CENTER	12/24/2024	240.00	.00	
6363	TMSC LLC	2024-005-15S	SERVER ROOM	12/24/2024	1,380.00	.00	
6363	TMSC LLC	2024-005S-04	STREETS	12/24/2024	1,064.10	.00	
Total 6363:					3,524.10	.00	
7284	UCM DIGITAL HEALTH, INC	44846	DECEMBER PREMIUM	12/01/2024	864.50	864.50	01/02/2025
Total 7284:					864.50	864.50	
7361	US HOMES LLC	010825	FEBRUARY RENT	01/08/2025	1,700.00	.00	
Total 7361:					1,700.00	.00	
3070	VALLEY WEST ENGINEERING,	1828	CCD DRY WELL	01/03/2025	675.00	.00	
Total 3070:					675.00	.00	
1949	VERIZON WIRELESS	6102570598	charges for account 871451763-0	01/01/2025	7,725.65	.00	
Total 1949:					7,725.65	.00	
3420	VISA	Admin 2963 10	INDEED JOBS-PERSONNEL/TO	10/25/2024	46.62	.00	
3420	VISA	Admin 2963 10	ETSY-PERSONNEL/TOWN CLE	10/25/2024	36.77	.00	
3420	VISA	Admin 2963 10	CREDIT-PERSONNEL/TOWN CL	10/25/2024	50.00-	.00	
3420	VISA	Admin 2963 10	CHECKR-START	10/25/2024	295.91	.00	
3420	VISA	Admin 2963 10	INDEED JOBS-START	10/25/2024	309.22	.00	
3420	VISA	Admin 2963 10	IDAHO TRAFFIC SAFETY-MAYO	10/25/2024	75.00	.00	
3420	VISA	Admin 2963 10	CREDIT-PERSONNEL/TOWN CL	10/25/2024	50.00-	.00	
3420	VISA	Admin 2963 10	CHECKR-PERSONNEL/TOWN C	10/25/2024	204.69	.00	
3420	VISA	Admin 2963 10	COOLWORKS-START	10/25/2024	169.00	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
3420	VISA	Admin 2963 10	ERENTER-EMPLOYEE HOUSIN	10/25/2024	21.95	.00	
3420	VISA	Admin 2963 10	COOLWORKS-START	10/25/2024	189.00	.00	
3420	VISA	Admin 2963 10	INDEED JOBS-PERSONNEL/TO	10/25/2024	74.99	.00	
3420	VISA	Admin 2963 10	WORT HOTEL-TOWN-WIDE SER	10/25/2024	5,000.00	.00	
3420	VISA	Admin 2963 10	EXECUTIVE GIFT SHOP-PERSO	10/25/2024	54.00	.00	
3420	VISA	Admin 2963 10	INDEED JOBS-START	10/25/2024	38.54	.00	
3420	VISA	Admin 2963 10	WORT HOTEL-TOWN-WIDE SER	10/25/2024	600.00	.00	
3420	VISA	ADMIN 5511 1	IMLA-TOWN ATTORNEY	10/25/2024	514.00	.00	
3420	VISA	Admin 6864 10	PLANETIZEN -ADMINISTRATION	10/25/2024	37.49	.00	
3420	VISA	Animal 2344 10	TETON TAILS-ANIMAL SHELTER	10/25/2024	20.79	.00	
3420	VISA	Animal 2344 10	TETON TAILS-ANIMAL SHELTER	10/25/2024	19.49	.00	
3420	VISA	Animal 2344 10	CREDIT-POLICE - PATROL	10/25/2024	570.73-	.00	
3420	VISA	Animal 2344 10	JACKSON ANIMAL HOSPITAL-A	10/25/2024	522.73	.00	
3420	VISA	Animal 2344 10	TETON TAILS-ANIMAL SHELTER	10/25/2024	16.53	.00	
3420	VISA	Animal 2344 10	ALBERTSONS-ANIMAL SHELTE	10/25/2024	54.28	.00	
3420	VISA	Animal 2344 10	SMITHS-ANIMAL SHELTER/CON	10/25/2024	156.37	.00	
3420	VISA	Animal 2344 10	STAPLES-ANIMAL SHELTER/CO	10/25/2024	35.93	.00	
3420	VISA	Animal 2344 10	SMITHS-ANIMAL SHELTER/CON	10/25/2024	7.00	.00	
3420	VISA	Animal 2344 10	PETS PLACE PLUS-ANIMAL SH	10/25/2024	25.59	.00	
3420	VISA	Animal 2344 10	SMITHS-ANIMAL SHELTER/CON	10/25/2024	20.11	.00	
3420	VISA	CD 1016 10/25	CASPER STAR TRIBUNE-COMM	10/25/2024	16.99	.00	
3420	VISA	PD 0355 10/25/	MAVERIK-POLICE - PATROL	10/25/2024	54.00	.00	
3420	VISA	PD 0355 10/25/	CHEVRON-POLICE - PATROL	10/25/2024	41.01	.00	
3420	VISA	PD 0355 10/25/	MAVERIK-POLICE - PATROL	10/25/2024	53.00	.00	
3420	VISA	PD 0355 10/25/	MAVERIK-POLICE - PATROL	10/25/2024	37.00	.00	
3420	VISA	PD 0355 10/25/	CHIPOLTE-POLICE - PATROL	10/25/2024	26.14	.00	
3420	VISA	PD 0355 10/25/	CHIPOLTE-POLICE - PATROL	10/25/2024	22.99	.00	
3420	VISA	PD 0355 10/25/	MAVERIK-POLICE - PATROL	10/25/2024	32.00	.00	
3420	VISA	PD 0355 10/25/	MAVERIK-POLICE - PATROL	10/25/2024	30.01	.00	
3420	VISA	PD 0355 10/25/	PETCO-POLICE SPECIAL OPER	10/25/2024	35.37	.00	
3420	VISA	PD 0355 10/25/	MOBETTAHS-POLICE - PATROL	10/25/2024	25.29	.00	
3420	VISA	PD 0355 10/25/	MOBETTAHS-POLICE - PATROL	10/25/2024	26.20	.00	
3420	VISA	PD 0355 10/25/	PHILLIPS-POLICE - PATROL	10/25/2024	36.10	.00	
3420	VISA	PD 0355 10/25/	MEDVET-POLICE SPECIAL OPE	10/25/2024	950.60	.00	
3420	VISA	PD 0355 10/25/	SNAKE RIVER ROASTING-POLI	10/25/2024	55.00	.00	
3420	VISA	PD 0355 10/25/	MAVERIK-POLICE - PATROL	10/25/2024	50.01	.00	
3420	VISA	PD 0355 10/25/	MOOCHIES-POLICE - PATROL	10/25/2024	11.76	.00	
3420	VISA	PD 0355 10/25/	MAVERIK-POLICE - PATROL	10/25/2024	50.00	.00	
3420	VISA	PD 0355 10/25/	MAVERIK-POLICE - PATROL	10/25/2024	30.00	.00	
3420	VISA	PD 0355 10/25/	MAVERIK-POLICE - PATROL	10/25/2024	30.07	.00	
3420	VISA	PD 0355 10/25/	PETCO-POLICE SPECIAL OPER	10/25/2024	18.22	.00	
3420	VISA	PD 0355 10/25/	MAVERIK-POLICE - PATROL	10/25/2024	44.01	.00	
3420	VISA	PD 0355 10/25/	MAVERIK-POLICE - PATROL	10/25/2024	46.01	.00	
3420	VISA	PD 0355 10/25/	PHILLIPS-POLICE - PATROL	10/25/2024	37.10	.00	
3420	VISA	PD 0355 10/25/	CHIPOLTE-POLICE - PATROL	10/25/2024	21.27	.00	
3420	VISA	PD 0355 10/25/	RED IGUANA-POLICE - PATROL	10/25/2024	31.95	.00	
3420	VISA	PD 0355 10/25/	RED FUEGO-POLICE - PATROL	10/25/2024	19.47	.00	
3420	VISA	PD 0355 10/25/	MAVERIK-POLICE - PATROL	10/25/2024	50.05	.00	
3420	VISA	PD 0355 10/25/	PILOT-POLICE - PATROL	10/25/2024	35.85	.00	
3420	VISA	PD 0355 10/25/	BUFFALO WILD WINGS-POLICE	10/25/2024	28.56	.00	
3420	VISA	PW 4142 10/25	CUTTY'S-STREET	10/25/2024	291.71	.00	
3420	VISA	PW 4142 10/25	AMAZON-FLEET SHOP	10/25/2024	60.04	.00	
3420	VISA	PW 4142 10/25	SAFETYVEST-WATER DEPART	10/25/2024	53.38	.00	
3420	VISA	PW 4142 10/25	STAPLES-STREET	10/25/2024	11.23	.00	
3420	VISA	PW 4142 10/25	CUTTY'S-STREET	10/25/2024	243.80	.00	
3420	VISA	PW 4142 10/25	VIRGINIAN -STREET	10/25/2024	182.83	.00	
3420	VISA	PW 4142 10/25	CARHARTT-PUBLIC WORKS	10/25/2024	58.77	.00	
3420	VISA	PW 4142 10/25	AMAZON-FLEET SHOP	10/25/2024	72.00	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
3420	VISA	PW 4142 10/25	CARHARTT-STREET	10/25/2024	158.74	.00	
3420	VISA	PW 4142 10/25	SAFETYVEST-STREET	10/25/2024	53.38	.00	
3420	VISA	PW 4142 10/25	AMAZON-FLEET SHOP	10/25/2024	43.89	.00	
3420	VISA	PW 4142 10/25	AMAZON-PUBLIC WORKS	10/25/2024	23.94	.00	
3420	VISA	PW 4142 10/25	CARHARTT-SEWER DEPARTME	10/25/2024	118.76	.00	
3420	VISA	PW 4142 10/25	AMAZON-PARKING GARAGE	10/25/2024	19.90	.00	
3420	VISA	PW 4142 10/25	CARHARTT-WATER DEPARTME	10/25/2024	283.75	.00	
3420	VISA	PW 4704 10/25	SMITHS-STREET	10/25/2024	50.17	.00	
3420	VISA	PW 4704 10/25	ELECTRICAL WHOLESALE-WAT	10/25/2024	195.89	.00	
3420	VISA	PW 4704 10/25	AMAZON-SPORTS AND EVENT	10/25/2024	92.80	.00	
3420	VISA	PW 4704 10/25	ALBERTSONS-INFORMATION T	10/25/2024	140.82	.00	
3420	VISA	PW 4704 10/25	AMAZON-EMPLOYEE HOUSING	10/25/2024	21.72	.00	
3420	VISA	PW 4704 10/25	CREDIT-MAYOR & TOWN COUN	10/25/2024	2,562.00-	.00	
3420	VISA	PW 4704 10/25	JENDCO-STREET	10/25/2024	526.95	.00	
3420	VISA	PW 4704 10/25	CANVA-PUBLIC WORKS	10/25/2024	15.00	.00	
3420	VISA	PW 4704 10/25	SUPPLYHOUSE-SPORTS AND E	10/25/2024	329.68	.00	
3420	VISA	PW 4704 10/25	JENDCO-WATER DEPARTMENT	10/25/2024	526.94	.00	
3420	VISA	PW 4704 10/25	AMAZON-EMPLOYEE HOUSING	10/25/2024	85.93	.00	
3420	VISA	PW 4704 10/25	PEARL STREET-INFORMATION	10/25/2024	35.09	.00	
3420	VISA	PW 4704 10/25	TARGET-STREET	10/25/2024	57.44	.00	
3420	VISA	PW 4704 10/25	JENDCO-SEWER DEPARTMENT	10/25/2024	263.47	.00	
3420	VISA	PW 4704 10/25	HALLOWEEN HEADQUARTERS-	10/25/2024	77.94	.00	
3420	VISA	PW 4704 10/25	JENDCO-SEWER DEPARTMENT	10/25/2024	263.47	.00	
3420	VISA	Victim 9126 10/	COCA COLA-VICTIM SERVICES	10/25/2024	10.76	.00	
3420	VISA	Victim 9126 10/	ZAZZLE-VICTIM SERVICES	10/25/2024	13.85	.00	
	Total 3420:				11,643.33	.00	
5022	VISION SERVICE PLAN - (WY)	821663448	DECEMBER PREMIUM	11/17/2024	1,831.34	1,831.34	01/02/2025
	Total 5022:				1,831.34	1,831.34	
517	WAM	010925	WINTER CONFERENCE REG R	01/09/2025	265.00	.00	
	Total 517:				265.00	.00	
7550	WBC PROPERTIES	010824	LAST MONTH RENT	01/08/2024	2,150.00	.00	
7550	WBC PROPERTIES	010824	FEBRUARY RENT	01/08/2024	2,150.00	.00	
7550	WBC PROPERTIES	010824	JANUARY RENT	01/08/2024	2,150.00	.00	
7550	WBC PROPERTIES	010824	DECEMBER RENT	01/08/2024	2,150.00	.00	
	Total 7550:				8,600.00	.00	
6278	WESTECH	PS-INV105511	WEAR STRIPS PS 8	12/23/2024	17,986.01	.00	
	Total 6278:				17,986.01	.00	
6788	WESTERN CHARTERS AND TO	14259	SHUTTLE SERVICE	12/31/2024	78,740.00	.00	
	Total 6788:				78,740.00	.00	
1640	WESTERN STATE	IN003033610	TUBE	12/18/2024	886.03	.00	
1640	WESTERN STATE	INV003038492	TUBE AS SEALS	12/23/2024	494.12	.00	
	Total 1640:				1,380.15	.00	
472	WHITE GLOVE CLEANING, INC.	10011	PARKING GARAGE	12/31/2024	250.00	.00	
472	WHITE GLOVE CLEANING, INC.	10013	BUNK HOUSE	12/31/2024	125.00	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
472	WHITE GLOVE CLEANING, INC.	10015	PARKING GARAGE	12/31/2024	400.00	.00	
472	WHITE GLOVE CLEANING, INC.	10016	PARKING GARAGE	12/31/2024	800.00	.00	
472	WHITE GLOVE CLEANING, INC.	10017	CORE SERVICES	12/31/2024	400.00	.00	
472	WHITE GLOVE CLEANING, INC.	2042B	HOUSE CLEANING	08/31/2024	260.37	.00	
472	WHITE GLOVE CLEANING, INC.	2052B	HOUSE CLEANING	08/31/2024	208.40	.00	
472	WHITE GLOVE CLEANING, INC.	2053B	HOUSE CLEANING	08/31/2024	956.86	.00	
472	WHITE GLOVE CLEANING, INC.	2056B	HOUSE CLEANING	08/31/2024	165.83	.00	
472	WHITE GLOVE CLEANING, INC.	2057B	HOUSE CLEANING	08/31/2024	185.63	.00	
472	WHITE GLOVE CLEANING, INC.	9751	CORE SERVICES	07/31/2024	400.00	.00	
472	WHITE GLOVE CLEANING, INC.	9776	SNOW KING HOUSING	07/31/2024	400.00	.00	
472	WHITE GLOVE CLEANING, INC.	9778	PUBLIC WORKS	07/31/2024	800.00	.00	
472	WHITE GLOVE CLEANING, INC.	9779	PARKING GARAGE	07/31/2024	250.00	.00	
472	WHITE GLOVE CLEANING, INC.	9780	BUNK HOUSE	07/31/2024	125.00	.00	
472	WHITE GLOVE CLEANING, INC.	9820	PARKING GARAGE	08/31/2024	250.00	.00	
472	WHITE GLOVE CLEANING, INC.	9822	BUNK HOUSE	08/31/2024	125.00	.00	
472	WHITE GLOVE CLEANING, INC.	9824	SNOW KING HOUSING	08/31/2024	400.00	.00	
472	WHITE GLOVE CLEANING, INC.	9825	PUBLIC WORKS	08/31/2024	800.00	.00	
472	WHITE GLOVE CLEANING, INC.	9826	CORE SERVICES	08/31/2024	400.00	.00	
472	WHITE GLOVE CLEANING, INC.	9995	SHELTER CLEANING	12/31/2024	2,902.00	.00	
472	WHITE GLOVE CLEANING, INC.	9995	TRASH	12/31/2024	256.13	.00	
	Total 472:				10,860.22	.00	
6117	WILSON, JOHN	010825	FEBRAURY RENT	01/08/2025	2,200.00	.00	
	Total 6117:				2,200.00	.00	
3580	WILSON, JOSH	010625	BOOTS	01/06/2025	100.00	.00	
	Total 3580:				100.00	.00	
4493	WRIGHT, JASON	010625	MONTHLY IT HARDWARE	01/06/2025	77.83	.00	
4493	WRIGHT, JASON	123024	MONTHLY IT HARDWARE	12/30/2024	77.83	.00	
	Total 4493:				155.66	.00	
6704	WSP USA INC.	40118986	STORMWATER	12/02/2024	16,917.50	.00	
6704	WSP USA INC.	40130193	STORMWATER	12/23/2024	8,471.25	.00	
	Total 6704:				25,388.75	.00	
4139	WY WORKERS' SAFETY & COM	010325	JANUARY PREMIUM	01/03/2025	25,609.99	25,609.99	01/03/2025
	Total 4139:				25,609.99	25,609.99	
6733	Wyoming Business Alliance	5234	2025 membership	01/01/2025	275.00	.00	
	Total 6733:				275.00	.00	
4198	WYOMING FIRST AID & SAFETY	80008919	first aid kit resupply	12/13/2024	513.98	.00	
4198	WYOMING FIRST AID & SAFETY	80009068	first aid kit resupply	01/07/2025	132.60	.00	
4198	WYOMING FIRST AID & SAFETY	8009073	first aid kit resupply	01/07/2025	101.91	.00	
	Total 4198:				748.49	.00	
406	WYOMING LAW ENFORCEMEN	010325	OET FEE DECEMBER 2024	01/03/2025	155.00	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 406:					155.00	.00	
329	WYOMING RETIREMENT SYST	3118893138	DECEMBER CONTRIBUTIONS	01/03/2024	191,894.89	191,894.89	01/03/2025
Total 329:					191,894.89	191,894.89	
4979	WYOMING WATER QUALITY & P	2011-3107 A	MEMBERSHIP DUES	12/17/2024	360.00	.00	
Total 4979:					360.00	.00	
2842	YELLOW IRON EXCAVATION, LL	240205006810	400 SNOW KING	01/31/2024	720.00	.00	
2842	YELLOW IRON EXCAVATION, LL	241230055450	940 SIMON	12/31/2024	40.00	.00	
2842	YELLOW IRON EXCAVATION, LL	241230055562	3585 CANADIAN	12/31/2024	40.00	.00	
2842	YELLOW IRON EXCAVATION, LL	241230055698	455 VINE	12/31/2024	80.00	.00	
2842	YELLOW IRON EXCAVATION, LL	241230055778	400 SNOW KING	12/31/2024	765.00	.00	
2842	YELLOW IRON EXCAVATION, LL	241230055788	WWTP	12/31/2024	480.00	.00	
2842	YELLOW IRON EXCAVATION, LL	241230055800	ANIMAL SHELTER	12/31/2024	192.00	.00	
2842	YELLOW IRON EXCAVATION, LL	241230055801	55 KARNS	12/31/2024	192.00	.00	
2842	YELLOW IRON EXCAVATION, LL	241230055837	155 EAST PEARL	12/31/2024	190.00	.00	
2842	YELLOW IRON EXCAVATION, LL	241230055926	150 E PEARL	12/31/2024	192.00	.00	
2842	YELLOW IRON EXCAVATION, LL	241230055933	675 W SNOW KING	12/31/2024	344.00	.00	
Total 2842:					3,235.00	.00	
7585	ZORO TOOLS, INC.	INV15527874	TOOLS	01/09/2025	811.89	.00	
Total 7585:					811.89	.00	
Grand Totals:					1,835,085.34	274,757.91	

Dated: ____________________________________

Mayor: ____________________________________

City Council: ____________________________________

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City Recorder: ____________________________________

City Treasurer: ____________________________________

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

Report Criteria:

- Detail report.
- Invoices with totals above $0 included.
- Paid and unpaid invoices included.

TOWN OF JACKSON
MUNICIPAL COURT
MONTHLY FINANCE REPORT FOR DECEMBER 2024

During the month of December, the Court received $48,616 in fines, costs, and fees.
57 cases were dismissed: 43 parking violations.
985 charges were filed: 889 parking violations, 96 summons.

The abbreviations used below are: BF= Bond Forfeiture (includes $10.00 court cost and fees), GP=Guilty Plea and Fine, NC= No Contest Plea and Fine, G=Found Guilty at Trial, NG=Found Not Guilty at Trial,
R=Restitution, CS=Community Service, DP=Deferred Prosecution, D=Dismissed, D-TS= Dismissed with Traffic School,
DA=Deferred Adjudication

CASES CLOSED IN DECEMBER
(Non-Parking listed only):

CITATION	OFFENSE	DISPOSITION	$
186007040AC	Compulsory Auto Insurance	BF	280
186007004AC	Damage to attended vehicle or property	BF	240
186007041AC	Damage to attended vehicle or property	BF	90
186007070AC	Driver & Passenger Req. to wear seat belt	BF	25
186006949AC	Expired temporary permit/improper registration	BF	70
186007081AC	Expired temporary permit/improper registration	BF	70
186005369AC	Expired temporary permit/improper registration	BF	140
186006972AC	Expired temporary permit/improper registration	BF	140
186007025AC	Expired temporary permit/improper registration	BF	140
186007036AC	Expired temporary permit/improper registration	BF	140
186007038AC	Expired temporary permit/improper registration	BF	140
186007066AC	Expired temporary permit/improper registration	BF	140
186007119AC	Expired temporary permit/improper registration	BF	140
18703P	Failure to display valid license plate, tabs, permits	BF	45
186007108AC	Failure to Maintain Lane	BF	100
186007018AC	Failure to Obey Traffic Control Device	BF	140
186007072AC	Failure to Obey Traffic Control Device	BF	140
186007074AC	Failure to Obey Traffic Control Device	BF	140
186007078AC	Failure to Obey Traffic Control Device	BF	140
186007117AC	Failure to Obey Traffic Control Device	BF	140
186007064AC	Failure to yield ROW	BF	90
186006901AC	Following too Close	BF	90
186007005AC	Following too Close	BF	90
186006942AC	Improper Display of Tabs-registration	BF	50
186007145AC	Improper Display of Tabs-registration	BF	45
186006926AC	Improper Display of Tabs-registration	BF	100
186006926AC	Improper Display of Tabs-registration	BF	100
186006943AC	Improper Display of Tabs-registration	BF	90
186006880AC	Limitations on Backing	BF	90
186006959AC	Limitations on Backing	BF	90
186007076AC	Limitations on Backing	BF	90
186007125AC	Possession/consumption of alcohol- minors (18-20)	BF	250
186006988AC	Proceed with caution on flashing yellow signal	BF	90
186006762AC	Public intoxication	BF	175
186006869AC	Public intoxication	BF	175
186007030AC	Public intoxication	BF	175
186007069AC	Public intoxication	BF	175
186007110AC	Public intoxication	BF	175
186007127AC	Public Urination	BF	120
186006998AC	Speeding 34/25	BF	103
186007071AC	Speeding 36/25	BF	115
186006993AC	Speeding 37/25	BF	130
186007085AC	Speeding 38/25	BF	125
186007001AC	Speeding 40/25	BF	135
186006974AC	Speeding 43/30	BF	125
186005479AC	Speeding 50/35	BF	135
186006989AC	Speeding 51/25	BF	190
186006927AC	Speeding 51/30	BF	165
186006951AC	Speeding urban - 41/30 mph zone	BF	77
186006967AC	Speeding urban - 44/30 mph zone	BF	188
186006971AC	Speeding urban - 44/30 mph zone	BF	188
186006970AC	Speeding urban - 46/30 mph zone	BF	202
186006665AC	Speeding urban - 48/30 mph zone	BF	216
186006919AC	Speeding urban - 51/30 mph zone	BF	267
186005990AC	Stop Sign Violation	BF	140
186006853AC	Stop Sign Violation	BF	140
186006995AC	Stop Sign Violation	BF	140
186007079AC	Unsafe Turning Movement	BF	90
186007098AC	Unsafe Turning Movement	BF	90
186007099AC	Unsafe Turning Movement	BF	90
186006961AC	Use of cell phone while driving prohibited	BF	75

186007101AC	Use of cell phone while driving prohibited	BF	75
186006558AC	Failure to Maintain Lane	D- Per Town's Motion	0
186007000AC	Failure to yield ROW approaching intersections	D- Per Town's Motion	0
186006862AC	False record of a crime	D- Per Town's Motion	0
186006754AC	Operating Under Suspended or revoked license	D- Per Town's Motion	0
186006839AC	Public intoxication	D- Per Town's Motion	0
186007065AC	Compulsory Auto Insurance	D- Provided Valid Information	0
186007068AC	Compulsory Auto Insurance	D- Provided Valid Information	0
186003193AC	1st off win 10 years-Drive/control veh under infl alcohol concentration 0.08% or more	DA- In Accordance with W.S. 7-13-301	760
186005270AC	1st off win 10 years-Drive/control veh under infl alcohol concentration 0.08% or more	DA- In Accordance with W.S. 7-13-301	760
186006908AC	1-Way Traffic Signal Violation	D-TS	0
186007037AC	Failure to Obey Traffic Control Device	D-TS	0
186007024AC	Speeding 36/25	D-TS	0
186007091AC	Speeding urban-48/30 mph zone	D-TS	0
19316K	Within 2 hrs lawfull arrest alcohol 0.08% or more	GP	810
186006885AC	Careless Driving	NC	120
16504P	Public intoxication	NC	75

STAFF REPORT

Meeting Date:	January 21, 2025	**Meeting Title:**	Regular - Consent
Submitting Department:	Public Works	**Presenter:**	Johnny Ziem
Agenda Item:	First Amendment to Lease Agreement Approval for Snow King Radio Tower	**Public Comment:**	Yes

Purpose & Policy Considerations.
The purpose of this item is to have the Council review and consider renewal of a First Amendment to Lease Agreement, with American Towers LLC, for the continued use of a telecommunication tower on Snow King Mountain.

Requested Action.
Staff is requesting that the Council execute the First Amendment to Lease Agreement for the continued use of a telecommunication tower on Snow King Mountain.

Recommendations.
Staff recommend that the Council approve the First Amendment to Lease Agreement for the continued use of a telecommunication tower.

Background.
The telecommunication tower located on the top of Snow King Mountain is used by START Bus and Public Works for the operations of lawful mobile communications services, including the transmission and reception of radio communication signals on various frequencies. The original Lease Agreement also includes operations as it relates to construction, maintenance, and operations of the antenna facilities and related equipment.

The last time this Lease Agreement was approved by the Council, between Snow King Mountain Resort, LLC and the Town of Jackson, was in November of 2017. Since that time ownership has transferred to American Tower LLC.

Analysis & Key Policy Questions.
The continued use of the telecommunication tower located on Snow King Mountain is imperative to both START Bus and the Public Works Department. START Bus currently uses the telecommunication tower for radio communication between bus operators and START Bus dispatch. The Public Works Department uses the telecommunication tower for all radio communication between equipment (trucks, loaders, graders, etc.) and Public Works dispatch. Additionally, the Water Division of Public Works uses the telecommunication tower for communication between the water pump houses for the purpose of communicating real-time pump data and alarm information to our computers and phones.

Key Policy Question: Does the Council wish to execute the First Amendment to Lease Agreement, with American Towers LLC, for the continued use of the telecommunication tower located on Snow King Mountain?

Possible Alternatives.
Possible alternatives for this item include:
1. Council could decide to not execute the First Amendment to Lease Agreement for the telecommunication tower.
2. Other

Comprehensive Plan & Priority Alignment.
- Quality of Life – Common Value 3
    - Chapter 8 – Quality Community Service Provision
        - Principle 8.1 – Maintain current, coordinated service delivery

- Principle 8.2 – Coordinate the provision of infrastructure and facilities needed for service delivery

Fiscal Impact.
The current fees paid by the Town of Jackson are $8,880 per year for the use (rent) of the space on the telecommunication tower. If the Council approves the First Amendment to Lease Agreement for the continued use of the telecommunication tower, the rental cost will increase by $22.00 per month for FY26, bringing the yearly cost to $9,144.00. Thereafter, there will be an annual 3% annual escalator applied to each year.

Staff Impact.
Staff impact on this item includes roughly two hours of Public Works time reviewing the contract and administering the staff report and includes roughly one hour of time for Legal Department review.

Attachments or Links.
- First Amendment to Lease Agreement

Suggested Motion.

I move to approve the First Amendment to Lease Agreement with American Towers LLC and authorize the Mayor to execute all necessary documents, subject to minor changes by staff.

FIRST AMENDMENT TO LEASE AGREEMENT

This First Amendment (the "First Amendment") to that certain Lease Agreement dated July 1, 2017 by and between SNOW KING MOUNTAIN RESORT, LLC and Town of Jackson Public Works & START (the "Agreement") is made and entered into as of the latter signature date hereof, by and between American Towers LLC, a Delaware limited liability company, as successor-in-interest to the Agreement (the "Lessor") and Customer (the "Lessee") (collectively, the "Parties").

RECITALS

WHEREAS, Lessor owns a certain communications tower and leases a certain parcel of land located at 330 East Snow King Avenue, Jackson, WY 83001 more commonly known to Lessor as the SNOW KING WY tower site (the "Premises"); and

WHEREAS, Lessor and Lessee entered into the Agreement for the use of a certain portion of the Premises; and

WHEREAS, the Parties agree to extend the term of the Agreement, among other things, all on the terms and conditions as set forth herein.

NOW THEREFORE**,** in consideration of the foregoing promises and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties hereto agree as follows:

1) Lessor and Lessee agree to extend the term of the Agreement commencing on July 1, 2025 (the "Extension Term Commencement Date") for a period of Five (5) years (the "Extension Term"). The Parties agree and acknowledge that the Agreement operated as a month-to-month tenancy from July 1, 2021 through June 30, 2025, and the terms of the Agreement remained active including Licensee's obligations to pay the License Fee and all other costs contemplated in the Agreement.

2) Immediately following the expiration of the Extension Term, there shall be Two (2) additional periods of Five (5) years each (each a "Renewal Term"). The Agreement shall automatically renew for each successive Renewal Term unless either Party notifies the other in writing of its intention not to renew this Agreement at least one hundred eighty (180) days prior to the end of the then existing term.

3) Effective upon July 1, 2025, and continuing until June 30, 2026, the Rent shall be increased by Twenty-Two and 20/100 Dollars ($22.20) per month, for a total monthly payment of Seven Hundred Sixty-Two and 20/100 Dollars ($762.20) per month. ("Increased Fee"). The Increased Fee for any fractional month at the beginning or end of the period shall be appropriately prorated.

4) Effective upon July 1, 2026, and each anniversary thereafter during the term, the Monthly Rent shall be increased by Three percent (3%) ("Annual Escalator").

5) Lessor and Lessee agree and acknowledge that all future payments of the Monthly Rent shall be made to the Lessor at the following remittance address:

American Towers LLC
29637 Network Place
Chicago, IL 60673-1296

6) The Parties agree that (i) a digital or electronic signature on this First Amendment and/or (ii) a fully executed scanned or electronically reproduced copy or image of this First Amendment shall be deemed an original and may be introduced or submitted in any action or proceeding as competent evidence of the execution, terms and existence hereof notwithstanding the failure or inability to produce or tender an original, manually executed counterpart of this First Amendment and without the requirement that the unavailability of such original, manually executed counterpart of this First Amendment first be proven.

7) Capitalized terms contained herein, unless otherwise defined, are intended to have the same meaning and effect as that set forth in the Agreement.

8) All other terms and provisions of the Agreement remain in full force and effect.

[SIGNATURES APPEAR ON THE NEXT PAGE]

[REMAINDER OF PAGE LEFT BLANK INTENTIONALLY]

IN WITNESS WHEREOF, the Parties hereto have set their hands to this First Amendment to that certain Lease Agreement as of the day and year written below:

LESSEE:	**LESSOR:**
Town of Jackson Public Works & START, a municipal agency	American Towers LLC, a Delaware limited liability company
By: ______________________	By: ______________________
Name: ______________________	Name: ______________________
Title: ______________________	Title: ______________________
Date: ______________________	Date: ______________________

STAFF REPORT

Meeting Date:	January 21, 2025	Meeting Title:	Town Council Regular - Consent
Submitting Department:	Finance	Presenter:	Kelly Thompson
Agenda Item:	Naming Official Depositories 2025	Public Comment:	Yes

Purpose & Policy Considerations.
Each year, the Town Council names banks as official depositories for the Town of Jackson.

Requested Action.
For the Town Council to name Bank of Jackson Hole, a division of NBH Bank as the official depository for the Town of Jackson during 2025.

Recommendations.
Staff recommends the Town Council name Bank of Jackson Hole, a division of NBH Bank as official depository for the Town of Jackson during 2025.

Background.
The Town Council has annually named banks as official depositories pursuant to Wyoming State Statute 9-4-817 (b) (ii). Once the Council has named them, the bank's Board of Directors submits a resolution pursuant to state statute 9-4-806 ensuring that they can guarantee the funds and they are federally insured.

Analysis.
The Town issued a Request for Proposals (RFP) and selected Bank of Jackson Hole (BOJH) in 2009. BOJH merged with NBH Bank in December 2022 and still operates under the BOJH name. The Town has maintained bank accounts with BOJH since 2009. The Town is charged minimal transaction fees, no administration fees and receives competitive interest rates on account balances. Staff finds great value in this tenured relationship. Staff works daily with the BOJH Treasury Management team, and the BOJH online platform. This system interacts with our accounting system, has multiple internal control functions and processes tens of thousands of transactions annually. BOJH staff are on call for any issues that arise. Based upon the quality of the BOJH software and expertise of the BOJH team, staff recommend continuing this relationship.

The Town manages operating cash utilizing pooled cash, a cash management system that consolidates all the Town's twenty fund balances into a single account. This system improves efficiency and our internal control system. Given we utilize one pool of cash, staff is recommending we continue banking operations with only one external bank.

Possible Alternatives.
Council could direct staff to release a RFP for solicitation of bids from other banks.

Comprehensive Plan & Priority Alignment.
This is a Wyoming State Statute.

Fiscal Impact.
None.

Staff Impact.
Finance Department and Clerk's office spend approximately 3 hours completing this item.

Attachments or Links.
None.

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

I move to designate Bank of Jackson Hole, a division of NBH Bank as the official depository for the Town of Jackson for 2025.

STAFF REPORT

Meeting Date:	January 21, 2025	**Meeting Title:**	Town Council Regular - Consent
Submitting Department:	Public Works	**Presenter:**	Floren Poliseo
Agenda Item:	Cooperative Agreement – WYDOT: Broadway slab replacements and sidewalks	**Public Comment:**	Yes

Purpose & Policy Considerations.
The purpose of this item is for Council to consider entering into a Cooperative Agreement with Wyoming Department of Transportation (WYDOT).

Requested Action.
Staff requests that Council review and consider the Cooperative Agreement.

Recommendations.
Staff recommends that Council approve the Cooperative Agreement.

Background.
WYDOT's current State Transportation Improvement Program (STIP) includes funding to replace some of the concrete slabs that make up the roadway along Broadway (between Millward and Jackson Streets). WYDOT has coordinated with Town and County staff through the Technical Advisory Committee (TAC) to add scope to WYDOT's project to bring sidewalks between the intersections into compliance with accessibility and Town and WYDOT design standards.

Analysis & Key Policy Questions.
WYDOT's various project types trigger certain requirements for ADA compliance upgrades. In this project for slab replacements, intersections must be brought into compliance, but improvements on the segments of sidewalks in between the intersections are not required to be brought into ADA compliance by WYDOT. The Town Public Works Department planned to contribute funds to reconstruct the portions of sidewalks that are not required for this type of STIP project by WYDOT. WYDOT plans to include the additional work in its design and construction for this project and administer these contracts, while the Town would pay for the sidewalk portion of the scope in addition to what WYDOT has funding to complete. This project is included in the Town's adopted FY25 budget for capital improvements.

Possible Alternatives.
Council could take no action or vote against the Cooperative Agreement. If Council directed one of these alternatives, the sidewalk improvements along Broadway between Millward and Jackson Streets would not occur this summer as part of the WYDOT slab replacements, and if the Town wanted to improve them in the future, it would require a new allocation in a different fiscal year and Town staff would administer the project instead of WYDOT.

Comprehensive Plan & Priority Alignment.
Completing sidewalk improvements addresses several goals set forth in the Comp Plan:

Principle 2.3 – Reduce greenhouse gas emissions through transportation.

- Policy 2.3.a: Meet future transportation demand through the use of alternative modes
- Policy 2.3.b: Create a safe, efficient, interconnected multimodal transportation network

Principle 3.2 – Enhance suitable locations as Complete Neighborhoods

- Policy 3.2.b: Locate nonresidential development in Complete Neighborhoods

Principle 4.2 – Promote vibrant, walkable mixed use areas.

- Policy 4.2.c: Create vibrant walkable mixed use Subareas

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

- Policy 4.4.a: Maintain and improve public spaces

Principle 7.1 – Meet future transportation demand with walk, bike, carpool, transit, and micromobility infrastructure.

- Policy 7.1.a: Increase the capacity for walking, biking, carpooling and riding transit
- Policy 7.1.b: Create a transportation network based on "complete streets" and "context sensitive" solutions
- Policy 7.1.f: Complete major transportation projects based on Major Capital Group approach

Principle 7.2 – Reduce greenhouse gases from vehicles to below 2012 levels.

- Policy 7.2.b: Discourage use of single-occupancy vehicles

Principle 7.3 – Coordinate transportation planning regionally.

- Policy 7.3.a: Implement the Integrated Transportation Plan
- Policy 7.3.b: Coordinate transportation network decisions
- Policy 7.3.d: Develop a land use pattern based on transportation connectivity
- Policy 7.3.e: Require development to provide for walking, biking, carpooling and transit

Principle 8.1 – Maintain current, coordinated service delivery.

- Policy 8.1.a: Maintain current, coordinated plans for delivery of desired service levels
- Policy 8.1.b: Coordinate with independent service providers
- Policy 8.1.c: Innovate past barriers to service delivery goals
- Policy 8.1.e: Budget for service delivery
- Policy 8.2 – Coordinate the provision of infrastructure and facilities needed for service delivery.
- Policy 8.2.a: Coordinate the creation of a Major Capital Project List

This project will also indirectly contribute to other Comp Plan policies, for example those related to economic vitality and neighborhood connectivity.

Fiscal Impact.

The Town's FY25 budget has $800,000 in a capital project line item for this project, which accounted for the maximum possible improvements from the curb to the edge of public right-of-way and the addition of drainage infrastructure. The estimated cost to the Town is approximately $200,000 and does not include full curb replacements or drainage infrastructure. While the Agreement does not include a not-to-exceed cost amount, WYDOT has confirmed that the Town will review and approve the engineer's estimate prior to advertisement for bid and must concur with the project award.

Staff Impact.

Staff including the Regional Transportation Planning Administrator, Jackson/Teton County Pathways Coordinator, and Town Public Works Administration, Engineering, and Streets have contributed a total of approximately 35 hours to coordinating with WYDOT, reviewing plans, and producing this staff report and associated materials.

Attachments or Links.

Cooperative Agreement Between the Wyoming Department of Transportation and the Town of Jackson

Suggested Motion.
I move to approve and authorize the Mayor to execute the Cooperative Agreement Between the Wyoming Department of Transportation and the Town of Jackson, subject to minor changes by staff.

COOPERATIVE AGREEMENT
BETWEEN THE
WYOMING DEPARTMENT OF TRANSPORTATION
AND THE
TOWN OF JACKSON

Project N104A09
Jackson Street to Millward Street
Sidewalk Replacement
Teton County

1. **Parties.** The parties to this Cooperative Agreement (Agreement) are the Wyoming Department of Transportation (WYDOT), whose address is: 5300 Bishop Boulevard, Cheyenne, Wyoming 82009, and the Town of Jackson (Town), whose address is: 150 East Pearl Avenue, Jackson, Wyoming 83001.

2. **Purpose of Agreement.** The purpose of this Agreement is to set forth the terms and conditions by which WYDOT and the Town will remove and replace the boardwalk, sidewalks, curbs, and gutters at various locations between Jackson Street and Millward Street (Project) described in Exhibit A, Location Map, which is attached to and incorporated into this Agreement by this reference. This Project is associated with WYDOT's main project N104096. All work covered by this Agreement shall comply with the standards of the Americans with Disabilities Act of 1990 (ADA).

3. **Term of Agreement.** This Agreement is effective when all parties have executed it (Effective Date). The term of the Agreement is from the Effective Date through the completion of the Project. All services shall be completed during this term. However, the Parties agree that maintenance requirements described in Section 5(G) are indefinite.

4. **Payment.**

   A. The Town agrees to pay WYDOT the entire actual cost of the Project, including all indirect costs through the current Indirect Cost Allocation Plan (ICAP) rate as approved by the Federal Highway Administration (FHWA), within forty-five (45) days after billing. Estimated costs are set forth on the Exhibit B, Summary of Project Costs, which is attached to and incorporated into the Agreement by this reference. ICAP is a rate built into WYDOT's accounting system for overhead expenditures for administering a project. The ICAP rate is developed by WYDOT and approved by the FHWA, with the new rate taking effect immediately. The current rate of eleven percent (11%) is effective until September 30, 2024, at which time the rate is subject to change based on FHWA approval. The ICAP rate will be charged on total direct costs on the Project, as shown on the Exhibit B.

   B. The costs shown on the Exhibit B are estimates only and the Town understands that the final costs may be higher or lower.

C. WYDOT will bill the Town on a monthly basis unless otherwise agreed upon between the parties.

5. **Responsibilities of the Town.** The Town agrees to:

A. Pay WYDOT in accordance with Section 4 above.

B. Submit a letter to WYDOT designating a qualified project representative, at no cost to WYDOT, capable of making timely decisions and authorized to sign documents concerning the construction of the Project.

C. Perform utility adjustments. If any adjustments are needed, arrangements will be made by separate agreement(s) with the affected utility owner(s) and are not covered by this Agreement. Under the terms of this Agreement, if utility adjustments are not required for the Project, all references to such adjustments herein are considered null and void.

D. WYDOT will give the Town the opportunity to review and comment on Project cost estimates prior to the advertisement of bids. If estimates are ten percent (10%) higher than the amount shown in Exhibit B, the Town may terminate this Agreement immediately

E. WYDOT shall ask the Town to concur in the award of the Project to the lowest qualified bidder. As a result of signing the Letter of Concurrence, the Town agrees to amend estimated costs to match the actual bid amount.

F. Upon completion and acceptance of the Project by WYDOT and the Town, the Town shall return, within thirty (30) days of WYDOT Resident Engineer's request, WYDOT's Acceptance Certificate, or any other required WYDOT documents. Once this Acceptance Certificate has been completed, all National Pollutant Discharge Elimination System (NPDES) General Permits related to the Project will be transferred to the Town. The Town shall then be responsible for all storm water runoff on the Project and storm water monitoring until a Notice of Termination (NOT) can be submitted for the Project by the Town. In the event petroleum contaminated soil or water is encountered on the Project, the required work associated with mitigation of the contamination will become part of the Project.

G. Upon completion and acceptance of the Project, the Town shall maintain, at its sole expense, all features constructed under this Agreement. Maintenance shall include all repairs necessary to keep the improvement in its functional constructed condition.

6. **Responsibilities of WYDOT.** WYDOT agrees to:

A. Complete the Project as described in Exhibit A.

B. Conduct preliminary survey work, engineering investigations, and right-of-way studies and shall develop final design plans.

C. Prepare a NEPA document (in compliance with 23 CFR 771), including evaluation of the boardwalk for eligibility into the National Register of Historic Places.

D. Perform all construction engineering for the Project in accordance with Project plans and specifications.

E. Advertise the Project and award a bid to the lowest qualified bidder in accordance with WYDOT policies.

7. <u>General Provisions</u>.

A. **Amendments.** Any changes, modifications, revisions, or amendments to this Agreement which are mutually agreed upon by the parties to this Agreement shall be incorporated by written instrument, executed by all parties to this Agreement.

B. **Applicable Law, Rules of Construction, and Venue.** The construction, interpretation, and enforcement of this Agreement shall be governed by the laws of the State of Wyoming, without regard to conflicts of law principles. The terms "hereof," "hereunder," "herein," and words of similar import, are intended to refer to this Agreement as a whole and not to any particular provision or part. The Courts of the State of Wyoming shall have jurisdiction over this Agreement and the parties. The venue shall be the First Judicial District, Laramie County, Wyoming.

C. **Assignment Prohibited and Agreement Shall Not be Used as Collateral.** Neither party shall assign or otherwise transfer any of the rights or delegate any of the duties set out in this Agreement without the prior written consent of the other party. The Town shall not use this Agreement, or any portion thereof, for collateral for any financial obligation without the prior written permission of WYDOT.

D. **Audit and Access to Records.** WYDOT and its representatives shall have access to any books, documents, papers, electronic data, and records of the Town which are pertinent to this Agreement.

E. **Award of Related Agreements.** WYDOT may award supplemental or successor agreements for work related to this Agreement or may award agreements to other contractors for work related to this Agreement. The Town shall cooperate fully with other contractors and WYDOT in all such cases.

F. **Compliance with Laws.** The Town shall keep informed of and comply with all applicable federal, state, and local laws and regulations in the performance of this Agreement.

G. **Confidentiality of Information.** Except when disclosure is required by the Wyoming Public Records Act or court order, all documents, data compilations, reports, computer programs, photographs, data, and other work provided to or produced by the Town in the performance of this Agreement shall be kept confidential by the Town unless written permission is granted by WYDOT for its release. If and when the Town receives a request for information subject to this Agreement, the Town shall notify WYDOT within ten (10) days of such request and shall not release such information to a third party unless directed to do so by WYDOT.

H. **Entirety of Agreement.** This Agreement, consisting of seven (7) pages; Exhibit A, Location Map, consisting of one (1) page; and Exhibit B, Summary of Project Costs, consisting of one (1) page, represent the entire and integrated Agreement between the parties and shall supersede all prior negotiations, representations, and agreements, whether written or oral. In the event of a conflict or inconsistency between the language of this Agreement and the language of any attachment or document incorporated by reference, the language of this Agreement shall control.

I. **Ethics.** The Town shall keep informed of and comply with the Wyoming Ethics and Disclosure Act (Wyo. Stat. § 9-13-101, *et seq.*) and any and all ethical standards governing the Town's professional obligation.

J. **Extensions.** Nothing in this Agreement shall be interpreted or deemed to create an expectation that this Agreement will be extended beyond the term described herein. Any extension of this Agreement shall be initiated by WYDOT and shall be accomplished through a written amendment between the parties entered into before the expiration of the original Agreement or any valid amendment thereto, and shall be effective only after it is reduced to writing and executed by all parties to the Agreement.

K. **Force Majeure.** Neither party shall be liable for failure to perform under this Agreement if such failure to perform arises out of causes beyond the control and without the fault or negligence of the nonperforming party. Such causes may include, but are not limited to, acts of God or the public enemy, fires, floods, epidemics, quarantine restrictions, freight embargoes, and unusually severe weather. This provision shall become effective only if the party failing to perform immediately notifies the other party of the extent and nature of the problem, limits delay in performance to that required by the event, and takes all reasonable steps to minimize delays.

L. **Indemnification.** Each party to this Agreement shall assume the risk of any liability arising from its own conduct. Neither party agrees to insure, defend, or indemnify the other.

M. **Nondiscrimination.** The Town shall comply with the Civil Rights Act of 1964, the Wyoming Fair Employment Practices Act (Wyo. Stat. § 27-9-105, *et seq.*), the

Americans with Disabilities Act (ADA), 42 U.S.C. § 12101, *et seq*., and the Age Discrimination Act of 1975 and any properly promulgated rules and regulations thereto and shall not discriminate against any individual on the grounds of age, sex, color, race, religion, national origin, or disability in connection with the performance under this Agreement.

N. **Notices.** All notices arising out of, or from, the provisions of this Agreement shall be in writing either by regular mail or delivery in person at the addresses provided under this Agreement.

O. **Ownership and Return of Documents and Information.** WYDOT is the official custodian and owns all documents, data compilations, reports, computer programs, photographs, data, and other work provided to or produced by the Town in the performance of this Agreement. Upon termination of services, for any reason, the Town agrees to return all such original and derivative information and documents to WYDOT in a useable format. In the case of electronic transmission, such transmission shall be secured. The return of information by any other means shall be by a parcel service that utilizes tracking numbers.

P. **Prior Approval.** This Agreement shall not be binding upon either party, no services shall be performed, and the Wyoming State Auditor shall not draw warrants for payment, until this Agreement has been fully executed, approved as to form by the Office of the Attorney General, filed with and approved by A&I Procurement, and approved by the Governor of the State of Wyoming, or her designee, if required by Wyo. Stat. § 9-2-3204(b)(iv).

Q. **Insurance Requirements.** The Town is protected by the Wyoming Governmental Claims Act, Wyo. Stat. § 1-39-101, et seq., and certifies that it is a member of the Wyoming Association of Risk Management (WARM) pool or the Local Government Liability Pool (LGLP), Wyo. Stat. § 1-42-201, et seq., and shall provide a letter verifying its participation in the WARM or LGLP to WYDOT.

R. **Severability.** Should any portion of this Agreement be judicially determined to be illegal or unenforceable, the remainder of the Agreement shall continue in full force and effect, and the parties may renegotiate the terms affected by the severance.

S. **Sovereign Immunity and Limitations.** Pursuant to Wyo. Stat. § 1-39-104(a), the State of Wyoming and WYDOT expressly reserve sovereign immunity by entering into this Agreement and the Town expressly reserves governmental immunity. Each of them specifically retains all immunities and defenses available to them as sovereign or governmental entities pursuant to Wyo. Stat. § 1-39-101, *et seq.*, and all other applicable law. The parties acknowledge that the State of Wyoming has sovereign immunity and only the Wyoming Legislature has the power to waive sovereign immunity. Designations of venue, choice of law, enforcement actions, and similar provisions shall not be construed as a waiver of sovereign immunity.

The parties agree that any ambiguity in this Agreement shall not be strictly construed, either against or for either party, except that any ambiguity as to immunity shall be construed in favor of immunity.

T. **Taxes.** The Town shall pay all taxes and other such amounts required by federal, state, and local law, including, but not limited to, federal and social security taxes, workers' compensation, unemployment insurance, and sales taxes.

U. **Termination of Agreement.** This Agreement may be terminated, without cause, by WYDOT upon thirty (30) day's written notice. This Agreement may be terminated by WYDOT immediately for cause if the Town fails to perform in accordance with the terms of this Agreement.

V. **Third-Party Beneficiary Rights.** The parties do not intend to create in any other individual or entity the status of third-party beneficiary, and this Agreement shall not be construed so as to create such status. The rights, duties, and obligations contained in this Agreement shall operate only between the parties to this Agreement and shall inure solely to the benefit of the parties to this Agreement. The provisions of this Agreement are intended only to assist the parties in determining and performing their obligations under this Agreement.

W. **Time is of the Essence.** Time is of the essence in all provisions of this Agreement.

X. **Titles Not Controlling.** Titles of sections and subsections are for reference only and shall not be used to construe the language in this Agreement.

Y. **Waiver.** The waiver of any breach of any term or condition in this Agreement shall not be deemed a waiver of any prior or subsequent breach. Failure to object to a breach shall not constitute a waiver.

Z. **Counterparts.** This Agreement may be executed in counterparts. Each counterpart, when executed and delivered, shall be deemed an original and all counterparts together shall constitute one and the same Agreement. Delivery by the Town of an originally signed counterpart of this Agreement by facsimile or PDF shall be followed up immediately by delivery of the originally signed counterpart to WYDOT.

8. **Signatures.** The parties to this Agreement, either personally or through their duly authorized representatives, have executed this Agreement on the dates set out below, and certify that they have read, understood, and agreed to the terms and conditions of this Agreement.

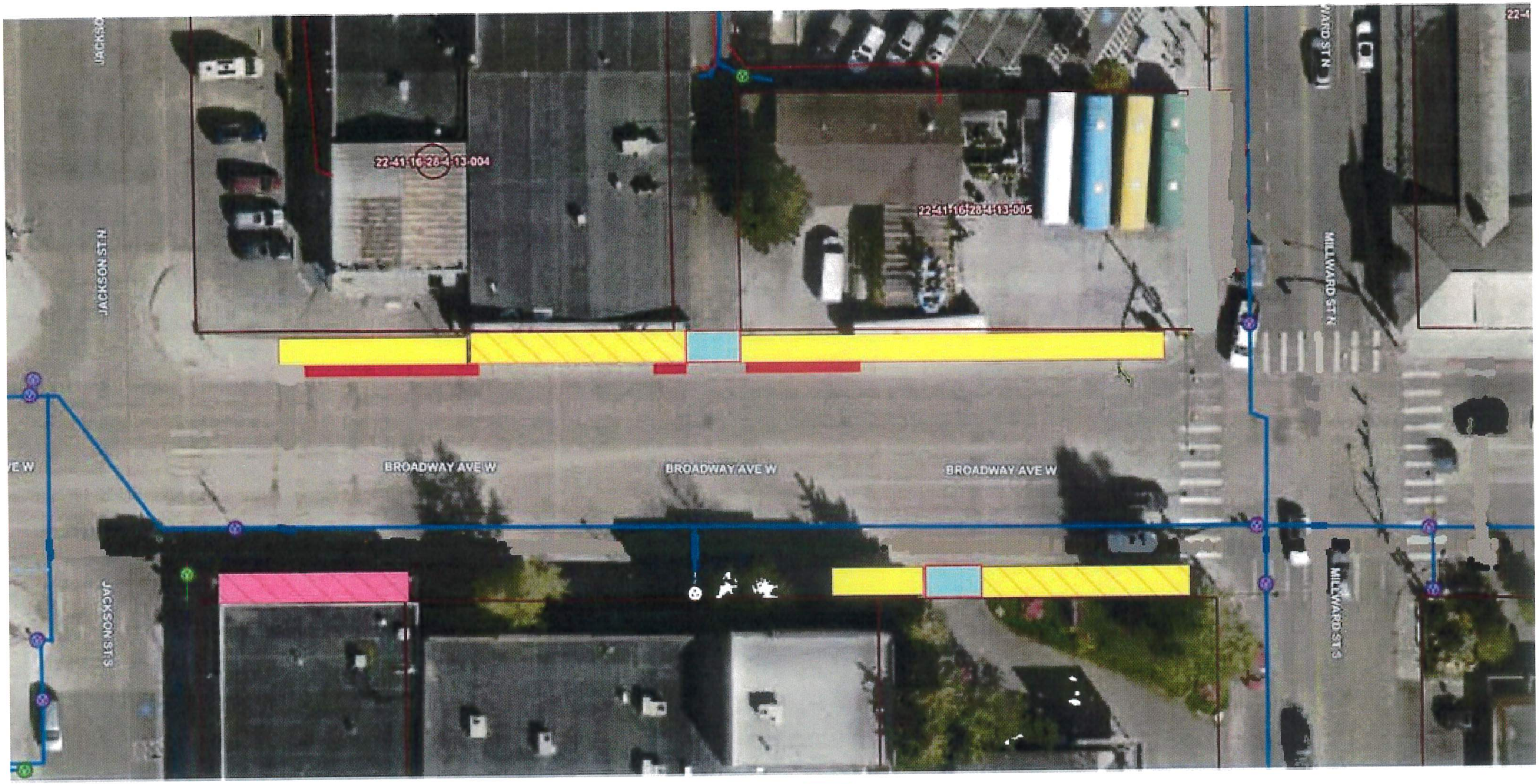
The Effective Date of this Agreement is the date of the signature last affixed to this page.

ATTEST:	**WYDOT:** Wyoming Department of Transportation
____________________ Caitlin Casner, Secretary Transportation Commission of Wyoming	____________________ Mark J. Gillett, P.E., Chief Engineer
	____________________ Date
ATTEST:	**TOWN:** Town of Jackson
____________________ Signature	____________________ Signature
____________________ Print Name	____________________ Print Name
____________________ Title	____________________ Title
____________________ Date	____________________ Date

ATTORNEY GENERAL'S OFFICE: APPROVAL AS TO FORM

Madison Barber #241105 Madison Barber, Assistant Attorney General Date agreement prepared: 5-15-24	6/25/24 Date

Exhibit A, Location Map



Remove and Replace Concrete Sidewalk

Remove Boardwalk and Replace with Concrete Sidewalk

Assess Boardwalk for removal and replacement with Concrete Sidewalk

Remove Curb Cut and Replace full height curb

Remove and Replace Drive Approach

NORTH

NOT TO SCAL

Exhibit A to the Cooperative Agreement between the Wyoming Department of Transportation and the Town of Jackson for Project N104A09 in Teton County

EXHIBIT B

Summary of Project Costs

Project N104A09
Jackson Street to Millward Street
Sidewalk Replacement
Teton County

May 15, 2024

Estimated Project Costs:

Item			Cost
Estimated Construction Costs	=	$	141,000.00
Preliminary Engineering	=	$	24,100.00
Construction Engineering (10%)	=	$	14,100.00
Total Direct Costs (TDC)	=	$	179,200.00
Indirect Cost Allocation Plan (ICAP) (11% of TDC)	=	$	19,712.00
Total Project Costs	=	$	198,912.00

NOTE: All costs shown are rounded to the nearest even dollar.

The above figures are for estimating purposes only and are subject to revision throughout the life of this project.

Construction Engineering includes project closeout costs.

STAFF REPORT

Meeting Date:	January 21, 2025	Meeting Title:	Town Council Meeting
Submitting Department:	External Affairs	**Presenter:**	Susan Scarlata
Agenda Item:	Annual Public Art Allocation & Public Art Task Force Annual Plan	**Public Comment:**	Yes

Purpose & Policy Considerations.
The purpose of this report is to review the Town's first Annual Art Enrichment Allocation and approve the Public Art Task Force's Annual Art Plan for FY25.

Requested Action.
Staff requests that Council discuss and support the Art Allocation and the Public Art Task Force's (PAT's) request for its Annual Art Plan.

Recommendation.
The PAT recommends allocating specific sums to integrate public art into projects on: North Cache; Gregory Lane; and North King Street as well as some funds put toward annual maintenance. Staff recommends approval of this annual plan.

Background.
On November 19, 2012, the Town Council adopted the first Public Art Guidelines, committing the Town, both with human and financial resources, to develop and expand public art. At this point, Public art has been an integral part of the Town of Jackson for decades, ranging from the iconic elk antler arches in Town Square to more recent murals on bike paths and other sculptures and artwork. Through the years, the Town has regularly acknowledged that public art creates a stimulating cultural environment that attracts people in and around our community, increases visitation, and enhances connections and participation.

On December 5, 2022, Town Council approved an Ordinance adding an Art Enrichment Allocation to eligible capital improvement projects and codifying the collection, aggregation, and expenditure of art enrichment funds for public art within the Town. This Ordinance includes the following: "Before Requesting [funds] for construction, department directors shall add thereto for the art enrichment of the proposed construction, 1.5% of the gross construction cost..." For this initiative, Town staff works closely with the Public Art Coordinator, Ms. Carrie Geraci, and the Public Art Task Force to help ensure continuity and vibrancy of the Town's Public Art Program. April 15 of 2024, Council passed a Resolution amending its Public Art Guidelines. The Resolution references the following 'Principles for Integrating Art into Public Spaces.'

A. Integrating art into public projects and spaces offers our community shared experiences, animates public and private spaces, rejuvenates structures and streetscapes, vitalizes local businesses and public safety, and creates a sense of belonging. The Town is committed to enriching our community through public art as set forth in the Art Enrichment Allocation ordinance.
B. Principles that guide the Town's effort to increase public art include the following.
   1. Integrate public art into eligible Town construction projects, as either stand-alone art or art integrated into the construction project, as inextricable to the overall civic context in which the art is placed.
   2. Strive to create a diverse public art collection that illuminates the character, community, geography, history, and environment of the region and connects deeply and meaningfully with the public audience.
   3. Incorporate the Town's values of energy efficiency, environmental sensitivity, and environmental sustainability, as well as recognition of Jackson's unique environment and cultural heritage into commissions and calls for artists.

4. Encourage private developers to integrate public art into new and existing developments to enhance community character.
5. Partner with artists, galleries, and arts organizations to leverage their knowledge and resources as participants on selection panels and promoters of local artist opportunities.
6. Support artist-driven public art installations, events, and performances to provide opportunities for local artists and increase the visibility of the creative workforce.
7. Commit to hiring artists of the highest caliber whose work exemplifies excellence and shows mastery of skill, as well as follow national best practices when commissioning artists.
8. Responsibly and appropriately fund and execute maintenance needs of the public art collection.

The related Ordinance and Resolution are now both a part of the Town's code and are attached to this staff report.

Analysis.
The Public Art Guidelines and related Resolution and Ordinance establish that the Town is committed to allocating funds to enrich our community through public art. Capital improvement projects eligible for art enrichment allocations include buildings; aboveground structures; public parks; and transportation improvement projects. For FY25, the projects in the Capital Improvement Plan (CIP) designated for an Art Enrichment Allocation include the following.

2025 PROJECTS	CAPITAL COST & BUDGET		1.5% FOR ART	
Electrical Vehicle Charging Station (Fleet)	$	125,000	$	1,875
Bike Racks	$	7,000	$	105
E-Bike Safety Improvements	$	300,000	$	4,500
Gregory Lane (SPET Complete St)	$	13,502,000	$	202,530
North King Street Charter Bus & Gill Sidewalk	$	1,250,000	$	18,750
Pathway Bench	$	5,000	$	75
South Park Loop Rd Turn Lane	$	500,000	$	7,500
Snow King/Scott/Maple Way	$	467,800	$	7,017
TOJ Bicycle Network Improvements	$	100,000	$	1,500
USFWS Connector & North Cache	$	35,000	$	525
TOTAL	**$**	**16,291,800**	**$**	**244,377**

This list is the total Art Enrichment Allocation for FY25. The total 1.5% for Public Art will be placed in a designated fund for the PAT to make requests out of each year for its Annual Plan. Allocations for particular projects will be made one-time only though requests for the Annual Art Plan can be made for the same project more than once. Staff is supporting the PAT and Public Art Coordinator to bring this Annual Plan before Council in January. In future years, staff intends to have this plan before Council shortly after the annual budget is adopted. Going forward, we intend for the allocation and plan to be considered as departmental budgets are made and finalized shortly after the budget is approved. For fiscal year 2026 we will start an annual meeting between the Public Art Coordinator and Town staff as budget requests and capital improvement plans are made and include the PAT in community outreach and conceptual planning.

This year, the PAT is requesting funding for three specific projects. Each will improve vibrancy of both highly utilized and local corridors, helping demonstrate the Town's investment in the entirety of our community. Ultimately, as planning and construction for these projects moves forward and public art is included, specific goals for each project will also be identified and shared with Town Council.

Recommended Art Plan for FY25:

- **<u>North Cache Streetscape:</u>** The goal for public art at North Cache is to create a welcoming and memorable gateway into the Town of Jackson that expresses community character and improves pedestrian safety by highlighting speed transition zones and pedestrian crossings. The Public Art Task Force's recommended amount this year will start the basis for a significant gateway installation when this project is scheduled for construction.

  Requested Amount | $30,000: This project currently appears in the CIP for FY27. The PAT is requesting funds for it now to allow for planning and to build reserves dedicated to this important project.

- **<u>Gregory Lane:</u>** The goal for public art on Gregory Lane is to increase pedestrian safety for local youth with amenities that beautify, add interest to the industrial corridor, slow traffic, and contribute to a safe and inspiring streetscape for pedestrians and local businesses. This project is of increasing importance as the Northern South Park development progresses and the PAT discussed working with one or two local artists to develop site-appropriate artwork. PAT members know of artists with studios along Gregory Lane so direct collaboration with community members that utilize this area on a daily basis could be possible.

  Requested Amount | $60,000: This project currently appears in the CIP for FY26. The PAT is requesting funds for it now to allow for planning and design and to build reserves dedicated to this critical corridor in our community.

- **<u>King Street:</u>** The goal for public art on King Street will be to educate tourists about sustainable visitation and, possibly, to provide amenities for pedestrians.

  Requested Amount | $12,500: This project appears in the CIP for FY25. This allocation would not be enough for a full-blown art project but may be able to support a mural or something small.

- **<u>Annual Maintenance:</u>** The goal for annual maintenance is to ensure that existing public art projects, including bronzes; windows and glass artwork at Home Ranch; and irrigation and landscaping at Willow Grove are cleaned and maintained. If these funds are not used this fiscal year, they can stay in Public Art's maintenance fund for future use.

  Requested Amount | $5,000: For annual maintenance and cleaning.

  TOTAL REQUESTED AMOUNT: $107,500

Additionally, in future years the Public Art Task Force (PAT) plans to recommend that Karns Meadow, the 90 Virginian Lane Housing development, the new Justice Center, and Wildlife Crossings all include public art. These are not all Town-led projects so the PAT will continue following these projects and discussing related possibilities.

Key Questions

Key Questions #1: Does Council approve of the Annual Art Allocation for FY25 totaling $244,377?

Key Question #2: Does Council approve the Annual Art Plan including funding $107,500 for Public Art to put toward planning, design, and construction of new art projects?

Possible Alternatives.

Council can modify or deny the proposed FY25 Annual Art Allocation and Annual Art Plan.

Comprehensive Plan & Priority Alignment.
Comprehensive Plan. The Teton County/Town of Jackson Comprehensive Plan includes the following language in support of public art to promote Jackson as a cultural destination and enhance pedestrian space: Managed Growth Policy 3.2.e: Promote quality public spaces in Complete Neighborhoods Public spaces are the building blocks of vital Complete Neighborhoods. The Town will promote public spaces and civic facilities that are interesting, memorable, and reinforce the desired sense of community within Complete Neighborhoods. Integrating fine arts professionals in the design of projects will be encouraged in order to create unique and visually engaging public spaces-including sidewalks and walkways, parks, outdoor squares, landscaped areas and public art. Strategy 3.2.S. 7: Coordinate with a public art task force to write a public art plan for the community.

Fiscal Impact.
The Annual Art Allocation for FY25 totals to $244,377 as 1.5% of Capital Construction projects. This year's total fiscal request for the Art Plan is $107,500 broken down as follows: $30,000 for North Cache Streetscape; $60,000 for Gregory Lane; and $12,500 for King Street; and $5,000 for maintenance. If approved, this will appear as a budget amendment at a future Council meeting. Going forward, this will appear as a 'Public Art Fund,' which will likely be carried over from year to year as it will only be spent down as Art Plans are approved and the Public Art Coordinator submits specific requests for projects and/or maintenance.

Staff Impact.
Town staff has spent about eight hours getting up-to-speed on the Public Art program and Annual Art Allocation and writing this staff report. Art Coordinator time is approximately 120 hours per art project reviewing calls for artists drafted by Public Art and the PAT prior to publication, participation in 2 artist selection meetings, reviewing projects at key milestones of concept design, final design, construction drawings stamped by engineers, and legal review of artist agreements. Art projects take approximately 100-300 hours to administer.

Attachments or Links.
- Title 15 of the Town Code: Chapter 15.34 | Art Enrichment Allocation
- Public Art Resolution 24-04

Suggested Motions.
Motion #1: I move to allocate $244,377 into a Public Art Fund for art enrichment.

Motion #2: I move to approve $107,500 for the FY25 Public Art Plan.

Chapter 15.34 ART ENRICHMENT ALLOCATION

15.34.010 Art enrichment allocation.

A. Before requesting an appropriation for the construction of any project set forth in 15.34.030, the department director concerned shall add thereto for the art enrichment of the proposed construction, 1.5 percent of the gross construction cost, exclusive of the items proposed for such art enrichment.

B. If the ability to allocate funding to art enrichment is limited by law or funding agency rules, the art enrichment allocation shall be based upon 1.5 percent of eligible construction costs.

C. If the Town Manager, or their designee, determines that 1.5 percent of the gross construction cost of a project is inappropriate for art enrichment, they shall submit a recommendation regarding the art enrichment budget for the project to the Town Council to resolve the matter.

(Ord. 1336 § I, 2022).

15.34.020 Definitions.

A. *Alteration* of a building, aboveground structure, or Transportation Improvement Project shall include substantial changes to elements such as walls, partitions, or ceilings on 2/3 or more of the total floor space, excluding basements. "Substantial changes" shall include additions to, removal of, and modification of such elements.

B. *Art Enrichment* shall mean the acquisition and installation of original works of art (including limited editions), or temporary installation, display, or presentation of the same, on Town (and in limited circumstances private) property for aesthetic and cultural enhancement of public buildings and public spaces and engagement of the public with the creative work of artists, as approved by the Town Council.

C. *Art Enrichment Funds* shall mean the funds generated from Art Enrichment allocations.

D. *Civic Art Collection* shall mean the various artworks owned by the Town that are accessioned in accordance with the Public Art Guidelines.

E. *Gross Construction Cost* shall mean the total estimated construction contract award amount, including the costs of all built-in fixtures, unless otherwise agreed to by the Town Manager. Gross Construction Cost shall not include movable or personal property or construction cost contingency.

F. *Transportation Improvement Project* refers to projects which include aboveground transportation-related projects; new transit stops; new transportation systems with their attendant passenger amenities, such as shelters, seating, lighting, landscaping, and signage; new transportation-related facilities such as for maintenance and operations; and street/highway-related transit improvements.

(Ord. 1336 § I, 2022).

15.34.030 Eligible capital improvement projects.

This chapter shall apply to the construction or Alteration of the following:

1. Buildings.

2. Aboveground structures.

3. Public parks.

4. Transportation Improvement Projects.

(Ord. 1336 § I, 2022).

15.34.040 Exemptions.

The following shall be exempt from the requirements of this chapter:

A. Transportation Improvement Projects limited to sidewalk (including curb and gutter) repair or improvements; street paving; or transit vehicle purchases.

B. All mechanical, plumbing, and electrical system upgrades, structural or seismic upgrades, and modifications for access for people with disabilities, unless occurring in conjunction with Alteration of a building, an aboveground structure, or Transportation Improvement Project.

C. Park and landscape renovation projects limited to court resurfacing; replanting; sewer and water lines; drainage and irrigation systems; wells; erosion control; paving/repaving; modifications for access for people with disabilities; signage; lighting; fence replacement or repair; replacement or repair of existing play structures.

D. Annual Capital Improvement Plan projects for security/life/health safety and sewer and water infrastructure, when not occurring in conjunction with Alteration of existing public buildings, aboveground structures, parks, and Transportation improvement Projects.

E. Airport projects.

(Ord. 1336 § I, 2022).

15.34.050 Aggregation of funds.

An Art Enrichment allocation is not required to be used for Art Enrichment at the location connected to its associated capital improvement project. Art Enrichment Funds may be aggregated for use on an alternative Town property or for an alternative project in the Civic Art Collection, or, with appropriate agreements in place, on private property.

(Ord. 1336 § I, 2022).

15.34.060 Allocation of funds—Administrative fees; maintenance and conservation.

A. The Town Council shall review and approve projects funded with Art Enrichment Funds.

B. The Town Manager shall set aside and expend up to a maximum of 15 percent of Art Enrichment Funds from each project for necessary and reasonable administrative costs incurred in connection therewith, unless such administrative fee is limited or prohibited by the funding source.

C. The Town Manager shall set aside and expend ten percent of Art Enrichment Funds from each project for maintenance and conservation of artworks in the Civic Art Collection.

(Ord. 1336 § I, 2022).

15.34.070 Miscellaneous provisions.

A. Construction and installation of Art Enrichment shall comply with the requirements of all applicable building codes, laws, ordinances, rules, and regulations.

B. Nothing in this chapter shall be construed to limit or abridge the jurisdiction of the department director of the participating Town department to supervise and control the expenditure of project funds other than the Art Enrichment allocation of the project.

C. This chapter shall not be applied retroactively to projects for which an Art Enrichment allocation previously would not have been required, nor to those projects for which project funding has been approved either by prior voter action, but not yet appropriated or expended. Nor shall this chapter be construed to allow for an increase in the total Art Enrichment allocation for a project that is already underway or for which an allocation for funding for art has already been established.

(Ord. 1336 § I, 2022).

RESOLUTION 24-04

A RESOLUTION ESTABLISHING THE TOWN OF JACKSON PUBLIC ART GUIDELINES

WHEREAS, the Town Council acknowledges that public art creates a stimulating cultural environment that attracts people in and around our community, increases visitation to our community, and enhances resident connection to and participation in community culture; and

WHEREAS, public art has long been an integral part of the Town of Jackson, ranging from the iconic elk antler arches in the Town Square to more recent mural, sculpture, and amenity additions throughout the streets and parks of the Town; and

WHEREAS, on November 19, 2012 the Town Council adopted the first Public Art Guidelines, committing the Town, both with human and financial resources, to public art development and expansion; and

WHEREAS, on December 5, 2022, the Town Council approved Ordinance 1336 adding an art enrichment allocation to all eligible capital improvement projects and codifying the collection, aggregation, expenditure of art enrichment funds for public art within the Town; and

WHEREAS, the Town Council desires to recommit to public art and, by adoption of this resolution adopts the Town of Jackson Public Art Guidelines, attached hereto as Appendix A, and rescinds all previous public art resolutions setting guidelines; and

NOW THEREFORE BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF JACKSON, WYOMING, having duly met on April 15, 2024, at a Regular Town Council Meeting, which was properly noticed and open to the public, and having fully considered the matter at hand, that the Town of Jackson Public Art Guidelines are hereby amended as follows:

The Jackson Town Council adopts this Resolution 24-04, replacing the previous Town of Jackson Public Art Guidelines, with the updated Guidelines attached hereto as Appendix A.

PASSED, APPROVED, AND ADOPTED this 15th day of April, 2024.

TOWN OF JACKSON

Hailey Morton Levinson, Mayor

THE TOWN OF JACKSON INCORPORATED ★ SEAL ★ TETON COUNTY, WYOMING

ATTEST:

Riley Taylor, Town Clerk

SECTION I: Overview

A. Introduction.
   1. *What is Public Art*. Public art is art for everyone because it exists in public spaces. Public art is sculpture and murals, and can be functional items like manhole covers, paving patterns, and street furniture. Public art adds creativity to building facades, bus stops, wayfinding signage, gateways, parks, public buildings, and community spaces. It can be site-specific, functional, or stand-alone. What is unique about public art is the process under which it is created, where it is designed to be sited and what it means in that setting. Public art is created for the general public to enhance buildings and spaces and to reflect a sense of community.
   2. *Why invest in Public Art*. Art in spaces open to the public is free and reaches a broad audience. It is intended to connect deeply and meaningfully with the public. When public art is seamlessly integrated into gateways, parks, municipal buildings, and private spaces it enhances how a place looks and feels. Public art at its best is compelling, beautifully crafted, transformational, and accessible. All of these benefits afforded by public art elevate the visibility of art in our community.
   3. *History of Public Art in Jackson*. Public art is present in Jackson and can be seen in many public and private locations. It is diverse and represents a wide variety of styles and approaches. The Town Square's iconic Elk Antler Arches, built between 1953-1969, exemplify the power of public art. The removal of the arches would cause disruption to the identity of Jackson. It is their integration within the larger urban scheme that provides the community space with character and charm.
   4. *Cultural Infrastructure*. Jackson is home to numerous art galleries, the National Museum of Wildlife Art, the Center for the Arts, the Jackson Hole Music Festival, and many arts and culture organizations that host art fairs, festivals, conferences, and auctions. The majority of these establishments and events showcase high quality artwork inside buildings and cultural spaces, while a smaller number exhibit artwork outside. While that number has been growing, Jackson's public art infrastructure is still maturing and public investment is necessary.

B. Comprehensive Plan. The Teton County/Town of Jackson Comprehensive Plan includes the following language in support of public art to promote Jackson as a cultural destination and enhance pedestrian space:

   Managed Growth

   <u>*Policy 3.2.e*</u>*: Promote quality public spaces in Complete Neighborhoods Public spaces are the building blocks of vital Complete Neighborhoods. The Town will promote public spaces and civic facilities that are interesting, memorable, and reinforce the desired sense of community within Complete Neighborhoods. Integrating fine arts professionals in the design of projects will be encouraged in order to create unique and visually engaging public spaces—including sidewalks and walkways, parks, outdoor squares, landscaped areas and public art.*

   <u>*Strategy 3.2.S.7:*</u> *Coordinate with a public art task force to write a public art plan for the community.*

C. Purpose. The purpose of this policy is to set forth the Town's principles for integrating public art into public spaces, to establish roles and responsibilities for itself, the staff, and JH Public Art in that process, to set forth the funding parameters for public art,

Section II: Town of Jackson Principles for Integrating Art into Public Spaces

A. Integrating art into public projects and spaces offers our community shared experiences, animates public and private spaces, rejuvenates structures and streetscapes, vitalizes local businesses and public safety, and creates a sense of belonging. The Town is committed to enriching our community through public art as set forth in the Art Enrichment Allocation ordinance.
B. Principles that guide the Town's effort to increase public art are that the Town will:
   1. Integrate public art into eligible Town construction projects, as either stand-alone artworks or artworks integrated into the public construction project, as an inextricable part of the overall civic context in which the art is placed.
   2. Strive to create a diverse public art collection that illuminates the character, community, geography, history, and environment of the region and connects deeply and meaningfully with the public audience.

3. Incorporate the Town's values of energy efficiency, environmental sensitivity, and environmental sustainability, as well as recognition of Jackson's unique environment and cultural heritage into commissions and calls for artists.
4. Encourage private developers to integrate public art into new and existing developments to enhance community character.
5. Partner with artists, galleries, and arts organizations to leverage their knowledge and resources as participants on selection panels and promoters of local artist opportunities.
6. Support artist-driven public art installations, events, and performances to provide opportunities for local artists and increase the visibility of the creative workforce.
7. Commit to hiring artists of the highest caliber whose work exemplifies excellence and shows mastery of skill, as well as follow national best practices when commissioning artists.
8. Responsibly and appropriately fund and execute maintenance needs of the public art collection.

Section III: Duties of the Town of Jackson Public Art Coordinator

A. The Public Art Coordinator role is hereby created and shall be appointed consistent with, and have the powers and duties provided in, this section.

B. The Public Art Coordinator is an individual appointed by a majority of the Town Council to oversee the implementation of these Public Art Guidelines and the implementation of the Annual Art Public Plan. The Public Art Coordinator is any person deemed qualified by the Town Council, and may, but is not required to, hold the position of Director of Jackson Hole Public Art, a 501(c)(3) nonprofit organization.

C. The Public Art Coordinator responsibilities include:

1. Vision/Mission
   i. Maintain and cultivate partnerships in order to integrate art into the local environment.
   ii. Integrate takeaways relevant to public art from Town Council annual retreats.
2. Program Administration
   i. Manage the Town's existing public art collection and advance it by supporting and carrying out the Art Enrichment Allocation ordinance.
   ii. Solicit reviews and comments, and apply for approvals for proposed works of art from the Town, County, and the PAT.
   iii. Coordinate the roles and responsibilities of design professionals, artists, and general contractors for each public art project.
   iv. Prepare and present the Public Art Plan annually to the Town Council by March 1.
   v. Draft calls for artists and present them for review and consideration, as appropriate, to the PAT, Town and County department directors, and the Town Manager and County Administrator.
3. Communications
   i. Spearhead the Town and PAT community engagement, lead public outreach and public relations for public art, and facilitate public meetings relative to public art projects.
   ii. Serve as the primary liaison between JH Public Art and the Town, as well as between JH Public Art, the Town, and the public, to communicate public art goals, objectives, and projects.
   iii. Organize and chair the PAT meetings.
   iv. Represent the PAT and Town at public forums relevant to public art.
   v. Present at Town Council, Board of County Commissioner, and other public agency meetings appropriate.
4. Fiscal Duties
   i. Identify annual maintenance schedule as part of the annual Public Art Budget.
   ii. Identify appropriate opportunities to apply for Special Purpose Excise Tax funding and present requests to the Town.
   iii. Identify local, state, and federal funding opportunities and, as appropriate, prepare applications, coordinate approval for submittal, and administer awarded funds.
   iv. Identify and recommend projects beneficial to the community that are not part of a Capital Improvement Project budget but that are located on Town of Jackson property.
5. Compliance
   i. Coordinate with the Town Attorney to obtain legal guidance on public art activities and review of contracts.
   ii. Coordinate with Town administration as necessary on fiscal/accounting compliance for projects.

Section IV: Duties of the Public Art Task Force (PAT)

A. The PAT is hereby created and shall be appointed consistent with, and have the powers and duties provided in, this section.

B. Members and Terms:

1. The PAT shall consist of no more than seven members, all of whom shall be qualified electors of Teton County, Wyoming, and be appointed by a majority of the Town Council. The PAT will include one board member of Jackson Hole Public Art, and arts curator. Although no specific experience requirements shall be necessary as a prerequisite for other members, special consideration shall be given to culture representatives, artists, planners, architects, and local business owners. Members will serve three-year terms. Appointments shall strive to represent a diverse cross section of the visual arts field and the general community.
2. All terms will be for three years. Any member who is absent from four or more meetings in a one-year period without being excused by a majority vote of the PAT, shall be considered no longer active and the position vacant. A new member shall be appointed to fill any vacancy.

C. PAT Responsibilities:

1. Review the Town's annual capital improvement plan and provide recommendations regarding incorporating public art into the projects, specifically including i) which projects to incorporate art into and ii) for those recommended for a public art component, how to best integrate the art and artist into the process.
2. Provide ongoing guidance to the Public Art Coordinator during installation of new projects, including but not limited to artist selection process, selection criteria, project budget, and a list of prospective Selection Panel members.
3. Serve as the professional recommending body to Town regarding public art, including recommendations for the public art collection regarding, as appropriate, i) adding new works to it, ii) restoration, conservation, maintenance of exiting works, iii) removal and relocation; vi) and budget estimates for i-iii.
4. Appoint a member of the PAT to serve as a member on each selection panel for new works.
5. As appropriate, request that the Town Design Review Committee review proposals for artwork that may have architectural or urban design implications and provide their recommendations to the PAT.
6. Participate in an annual review of the Public Art Coordinator.

Section V: Duties of the Town of Jackson

A. The duties of the Town of Jackson, and staff as delegated by the Town Manager, include:

1. The duties and obligations set forth in Chapter 15.34 of the Jackson Municipal Code and coordination and information sharing with the Public Art Coordinator to execute the spirit and intent of the Chapter.
2. Within the first two months of each year, appropriate Town department directors provide a list of Capital Improvement Projects being considered for the following budget cycle and a corresponding public art allocation estimate for each to the Public Art Coordinator.
3. Acknowledge and credit the artist, JH Public Art, and the PAT in media releases, announcements, public documents, releases concerning the project, and the project dedication.
4. Review and consider, as appropriate, the guidance of the PAT and Public Art Coordinator as the professional recommending bodies to Town regarding public art.
5. Individual Town Department responsibilities:
   - i. The Town Manager shall attend PAT meetings quarterly or assign a designee and review the projects recommended by the PAT for inclusion in the Town of Jackson annual budget prior to the adoption of the budget.
   - ii. The Planning Director, or a designee, shall notify the Public Art Coordinator of significant developments taking place, specifically, gateways, parks, the downtown core, resort district, school district, and private developments with significant public space.
   - iii. The Public Works Department shall maintain public art that does not require technical expertise and is deemed part of a buildings' regular annual maintenance schedule.
   - iv. The Building Official and/or Town Engineer shall perform an informational review of public art construction documents and installation details to verify and ensure public safety.
   - v. The Town Attorney shall prepare and, if provided a draft by the Public Art Coordinator, review all Town of Jackson public art contracts.

vi. The Design Review Committee shall provide review of public art attached to capital projects within the zones identified in the currently adopted Land Development Regulations, the Downtown Design Overlay, and projects listed on the Jackson Historic Register.
vii. The Town Council shall review projects at key milestones.
viii. The Finance Director will maintain a restricted account for public art funds consistent with Jackson Municipal Code 15.34 and provide a report of available funds, at minimum, to the PAT within the first 2 months of each calendar year.

Section VI: Funding Overview

A. *Public Funding*. Public funding for public art shall come from the Art Enrichment Funds pursuant to Jackson Municipal Code 15.34 and shall be allocated and expended in accordance with that law. Public funding for public art may also comprise appropriations from the Town additional to the obligations of Jackson Municipal Code 15.34 and voluntary allocations from private developers. These voluntary additional monies may be used to support public art generally, including, but not limited to, commissioning public art projects (whether permanent or temporary), maintaining the existing public art collection, and supporting the administrative costs of the public art collection and new projects.

B. *Private Developer Funding and Projects.* Throughout the country, private developers are discovering that including artwork can enhance the overall quality of a project and give it a unique character, not achievable in other ways. Public art can stimulate private developments that are unique and contribute in a positive way to establishing a regional sense of place. Public art and cultural facilities in private developments can heighten the image and the value of a project and its income producing potential. Tenants like artwork and the identity it gives to a building. Public art in private developments in the Town meets the goals of the Jackson/Teton County Comprehensive Plan by promoting public spaces and civic facilities that are interesting, memorable, and reinforce the desired sense of community. In the Town of Jackson, the Public Art Coordinator will serve as a resource for private developers to utilize public art in new development projects.

C. *Donations and Supplemental Sources of Funding*. JH Public Art is a non-profit that may on occasion, at its discretion, write grants and solicit funding, including grants, private donations, land, and in-kind services, to support public commissions. In such cases, JH Public Art will take fiscal responsibility for the use of funds and reporting.

Section VII: Commissioning

A. *Process Guidelines*. The Town follows guidelines for the creation of public art, including the formation of an artist selection panel, the panel's procedure for selecting artists and artwork for specific sites, and the process for a project's acceptance into the public art collection. The Public Art Coordinator, in meeting the principles of the Town, shall oversee the development of goals and process for the selection, placement and maintenance of works of art. In initiating any public art project, the Public Art Coordinator shall:

1. Confirm the total project budget available for purchase of services and/or artwork, including installation costs.
2. Identify a site for the final location of art, consult appropriate departments early in the site process, obtain approval from appropriate departments prior to site finalization.
3. Identify the goals of the art project.
4. Determine which acquisition method, according to Section B Methods of Accession, is most appropriate based upon the project goals.
5. Establish a selection process that addresses the project, keeping in mind the importance of maintaining artistic integrity and encouraging public involvement in each selection process.
6. Select an artist and/or art purchase or commission for recommendation to the Town Council.
7. Present the PAT's final recommendation to Council via coordination with the Town Manager.

B. *Methods of Accession*. There are several ways that a work of art may be accessioned. The selection criteria listed in subsection C of this Section apply to all works, regardless of the particular accession method used to bring a piece to the Town collection. When funds become available to accession art, the Town may use one of several processes, including requests for qualification, requests for proposals, and direct purchase. In addition, artwork may be added to the collection through donation. The choice of accession method shall be determined by the PAT.

1. Request for Qualifications. In a Requests for Qualifications, artists are invited to submit their qualifications. A "Call to Artists" is advertised within a designated region (local, regional, national, international, etc.) inviting all artists within the region to submit qualifications. The selection panel will consist of arts professionals and enthusiasts, neighborhood residents of the proposed site, general community members, appropriate department directors (e.g., Public Works, Planning and Building, Parks and Recreation, etc.), and one representative of the PAT. The makeup of the panel will strive to include individuals with a background or interest in visual art, design, and the built environment.
2. Request for Proposals. The Town may choose to invite one or more artists and pay them an appropriate fee to submit site-specific proposals. The Public Art Coordinator and the PAT will prepare a Request for Proposals, outlining all of the details of the opportunity, including site details, criteria to be met, timeline, budget, scope, and legal information.
3. Direct Purchase. The PAT may recommend purchasing a piece of existing art, from a gallery or dealer, from a private individual or from the artist directly. Such recommendations shall conform to the criteria in subsection C below.
4. Donations. At times civic-minded citizens may wish to contribute to the public art collection. They may do so by directly contributing funds to purchase a work of art or commissioning a work of art to be donated to the Town. Refer to subsection D of this Section for information regarding donations of art, the Town of Jackson Monument Policy with respect to monuments, and the Town of Jackson Gift Policy regarding other types of donations.

C. *Artwork/Artist Selection Criteria.*

1. These criteria are the minimum standards upon which the PAT shall make a recommendation to the Town Council. Additional criteria may be established by the PAT in response to a project's particular requirements and context.
   i. Aesthetics. The PAT shall seek artwork of the highest quality in terms of timelessness of its vision, design, and integrity. Commissioned and acquired artwork will strive for the highest quality to complement Jackson's built and natural environment.
   ii. Context. The PAT shall, in its deliberations, give due consideration to the appropriateness of the proposed project in terms of scale, materials, content, and design with respect to its immediate and general, social, and physical context.
   iii. Public Safety. The PAT shall evaluate artwork to ensure that it does not present a hazard to public safety.
   iv. Maintenance. The PAT shall give due consideration to structural and surface soundness, and to inherent resistance to theft, vandalism, weathering, and excessive maintenance or repair costs.
   v. Electrical and Mechanical Considerations. All electrical, mechanical, and engineering components must be stamped by a licensed engineer. Upon completion, a stamped as-built drawing may be required from the Building Official.
   vi. Public access. The PAT shall consider whether the public will have free access to the artwork, consider the visibility and accessibility of artwork for people with disabilities, and ensure the artwork is accessible to everyone.
   vii. Diversity. The PAT shall actively seek diversity in style, scale, media, and numbers of artists represented. A wide range of expressions from metaphorical, allegorical, and narrative work will be encouraged in addition to artwork which is stunning in material, form, color, pattern, and context.
   viii. Reproductions. The following non-artistic items do not qualify in the selection of artwork: Reproductions of original works of art; decorative, ornamental, or functional elements which are designed by the architect or consultants engaged by the architect as opposed to an artist commissioned for this purpose; those elements generally considered to be components of a landscape architectural design except when elements are designed by the selected project artist and are an integral part of the project artwork; "art objects" which are mass-produced of standard design; directional or other functional elements such as super-graphics, signs, color coding, or maps.

2. In addition to the affirmative criteria above, elements public artworks should avoid include, but are not limited to:
    i. Sharp edges, points, projections, or pinch-points which may cut, puncture, or cause injury by impact, catch passing pedestrian clothing or entrapment of limbs.
    ii. Overhead parts which present a hazard to pedestrian traffic. Artwork should follow minimum sign height requirements in areas where pedestrian traffic is likely.
    iii. Trip hazards and slippery surfaces if set into sidewalks or flooring.
    iv. Unsafe climbing opportunities for children/adults.
    v. Obstruction of any traffic control device.
    vi. Cynical, pornographic, and otherwise obscene artwork that is not appropriate for public display.

D. *Donations*.

1. Donations of art may benefit the public art collection. Works are accepted based on a review of a specifically convened selection panel composed by the Public Art Coordinator and including the PAT and any additional professionals needed to review the proposed gift in accordance with the guidelines in this Section. The procedure for donating works of art includes:
    i. Donor initially contacts the Town, who refers them to the Public Art Coordinator to facilitate consideration on the requested donation.
    ii. Completion of a gift of art disclosure form (to be provided by the Town upon request), submission of which must be accompanied by photos, slides, video(s) or other viable representations of the work, documentation of ownership (provenance through bill of sale, title, deed, etc.), information concerning the care and maintenance of the work of art, and a declared value.
    iii. Review of the gift of art disclosure form and accompanying information, including any follow up information requested, by a selection panel.
    iv. Analysis by the Town Attorney to determine if the donation violates any statutes, or regulations of Town policy on the acceptance of gifts.
    v. A final recommendation to the Town Council regarding acceptance or rejection of the work of art by the selection panel.
2. The Town may require(s) a maintenance endowment.
3. In addition to the guidelines of subsection C of this Section, the PAT will consider the below additional criteria for donations:
    i. Originality of artwork. The work of art must be one-of-a-kind or part of any original series. Reproductions of original works of art are not considered eligible for acceptance.
    ii. Restrictions from the donor. Any restrictions that will have to be honored by the Town must be clearly identified.
    iii. Appropriateness of a proposed or chosen site for the artwork. Materials, theme and scale of the work of art will be evaluated relative to any site identified by the donor or relative to a site identified by the Town.
    iv. Artistic Excellence. The proposed gift of art must contribute an aesthetic benefit to the Town's art collection.
    v. Technical feasibility. The practical ability for the proposed works of art to be sited, and/or installed. Careful consideration will be made concerning the current condition of any artwork whereby works of art requiring considerable and/or immediate maintenance or conservation will only be accepted in rare cases. The installation detail must be provided by the donor and approved by a structural engineer. The costs associated with engineering review will be borne by the donor.
    vi. Relationship to the collection as a whole. The commission is committed to developing a diverse art collection. The proposed gift will be evaluated based upon its enhancement and its diversity with that of the overall art collection of the Town.
    vii. Vandalism and safety. The artwork cannot be prone to pose a safety hazard to the general public and will not be prone to vandalism. Requirements placed upon the donor, to rectify such, may be made by the Panel.
    viii. Maintenance and preservation. The Donor shall include, as part of the Panel overview, a technical and maintenance record including a plan for routine expense estimates. Further, the Donor must indicate if there are any unusual maintenance costs associated with the artwork.
    ix. Timeline. The commission will determine if the proposed timeline is acceptable.

x. Shipping: The donor shall pay for shipping and handling and the hiring of a professional installer. Public Works and/or Parks and Recreation may provide in-kind support if directed by the Town Council.
xi. Naming: Naming shall comply with the Town of Jackson Naming Policy and, as part of their agreement, will coordinate with a donor on naming and donor recognition.

Section VIII: Maintenance

A. The Town owns all works of art created or acquired with Art Enrichment Funds and all those accessioned into the public art collection, among others. All artists selected for commissions, donors seeking to donate art to the Town, and the PAT if recommending a direct purchase will be required to submit a detailed maintenance plan and maintenance schedule as part of their contract, donation, or recommendation, respectively. All contracts shall provide that the artist(s) will guarantee the work for the first year after it has been commissioned. If the work of art is a gift of a pre-existing work of art, the donor will include a documentation of all maintenance work done to date and a schedule of future maintenance, and the Town may request maintenance funding with the donation of the artwork.

Section IX: Removal of From the Public Art Collection

A. *Removing Art from the Public Art Collection Generally.* The Town recognizes that over time there may be reasons to remove artworks from the Public Art Collection. Removing art is considered only after careful and impartial evaluation of artworks within the context of the collection. At the beginning of the process, the Public Art Coordinator makes reasonable efforts to notify any living artist whose work is being considered for removal from the collection. Decisions related to removal are made by the Town Council after recommendation from the PAT, according to the below guidelines:
   1. The PAT may, from time to time, recommend removal of artworks for the betterment of the collection. In considering a work or group of works for removal, it is paramount that the PAT be aware of its role as an advisor on the public art collection for the benefit of the public.
   2. Generally, works of art are acquired for perpetuity and not with the thought of removal. At issue is the Town's responsibility to the community, the public, and potentially donors.
   3. Works of art in the collection should be retained permanently if they continue to be useful to the purposes and activities of the community and the public art collection overall, if they continue to contribute to the integrity of the collection, and if they can be properly preserved, used and exhibited.

B. *Criteria for Removal from the Public Art Collection.* Works of art may be removed from the collection when conditions require or when such action would improve or refine the public art collection. Reasons for removal may include, but are not limited to, situations where:
   1. The use of the site has changed, the artwork is no longer appropriate, and the artwork cannot be reasonably protected or maintained.
   2. The artwork's annual maintenance cost is deemed excessive.
   3. The artwork has been damaged beyond reasonable repair.
   4. The artwork requires extensive conservation or restoration that is cost prohibitive.
   5. The artwork is deemed inappropriate or requires removal because of new developments in the direction of the public art collection.
   6. The artwork was commissioned or accepted with the provision or understanding that it was to have a limited lifecycle or installation period.

C. *Procedure for Removal from the Public Art Collection.* Removal of any work of art or group of works from the public art collection is based on a written recommendation of the PAT. The recommendation must specify reasons for the removal.

D. *Manner of Disposition.* Town policies, ordinances, and state regulations apply when removing Town property and, after confirmation of such compliance, the manner of disposition may occur in the following ways:
   1. Artworks that were commissioned or accepted into the public art collection as site-specific works may be destroyed in lieu of being sold or reinstalled at an alternative site. This process is

known as decommissioning. Generally, site-specific works are created for a specific location and are not appropriate for relocation.

2. In rare instances, the PAT may recommend reinstallation of artwork if its integrity and original intent or purpose can be preserved. When possible, this is done with the cooperation and supervision of the artist or the artist's estate. Didactic signage is installed at the site, explaining that the work has been re-sited and providing information related to the original site, commission, and intention.
3. Objects removed from the collection may be placed in an institution where they serve a similar purpose to that for which they were originally acquired.
4. Regarding sale or trade of artworks, the PAT offers the right of first refusal to the artist, if still alive, and/or the original donor if the artwork was a gift to the Town. In the case of artwork by a living artist, an exchange may be made if appropriate.

E. *Use of Net Proceeds from Removal.* Net proceeds from the sale of objects removed from the collection (i.e., the proceeds of the disposition less all related expenses) must comply with the law.

F. *Records.* Records shall be maintained in accordance with the Wyoming Public Records Act. Conditions and circumstances of any removal are entered in the Town's records. If possible, a file on the object is retained, including object and donor history, photographs, conservation/restoration records, appraisals, and other relevant records.

Section X: Glossary

Capital Improvements Plan. An annual plan adopted by the Town of Jackson in conjunction with the Town's annual budget. The Capital Improvement Plan contains a list of individual Capital Improvement Projects to be implemented within a given fiscal year.

Capital Improvement Project. An individual project contained within the Town of Jackson's Capital Improvements Plan, which may or may not include a public art component.

Creative Placemaking. Involves partners from public, private, nonprofit, and community sectors to strategically shape the physical and social character of our community around arts and cultural activities.

Public Art Collection. All works of art which stand alone or are integrated into the built environment and are owned by the Town.

Selection Panel. A group of individuals appointed for the purpose of reviewing bids in response to a Call for Artists. The Town Council may appoint the Selection Panel or delegate appointment to the Public Art Taskforce.

Public Art Fund. Funds restricted to the use of commissioning new public art, maintaining existing art, and paying for public art administration services, including but not limited to Art Enrichment Funds, as that term is defined in Jackson Municipal Code 15.34.

STAFF REPORT

Meeting Date:	January 21, 2025		**Meeting Title:**	Regular
Submitting Department:		Transportation	**Presenter:**	Brian Schilling, Pathways Coordinator
Agenda Item:	Pathway Safety Scoping Staff Report		**Public Comment:**	Yes

Purpose & Policy Considerations.
Town Council voted for staff to draft a Scoping Report about the time and staff capacity it will take to maximize pathway and bicycle safety.

Requested Action.
Please consider this item in tandem with Council's calendar and priority list to determine how much time, if any, staff should spend on researching and developing strategies to maximize pathway and bicycle safety.

Recommendations.
Staff recommends the Town follow Friends of Pathways lead on this item and check back with Council as needed.

Background.
At its September 9, 2024, meeting, Town Council voted for staff to draft a Scoping Report about the time and staff capacity it will take to maximize pathway and bicycle safety. This issue was discussed as a follow-up to public comment received at the August 5, 2024, Town Council meeting, the letter from the Pathways Task Force received August 15, and the memo from staff on measures that the Town and Friends of Pathways are already pursuing to address concerns over e-bikes and pathways safety provided as part of the Town Manager's report on September 9 (see attached memo). If staff took this on as a focus area, we estimate time to consider this item at Council meetings will be approximately three hours at three Council meetings. Note: this estimate is for time at Council meetings only and does not account for staff time on research and preparation for Council discussions.

In addition, Friends of Pathways (FOP) applied for and received a grant from the Community Foundation for a community conversation about e-bike use and regulations. FOP is working with OPS Strategies and its bike safety coordinator to get this effort off the ground. They are planning to first have conversations with involved stakeholders, including the Chief of Police and Sheriff, Pathways Task Force, and representatives from the School District. Based on input gathered from those conversations, they plan to organize a large community survey. Once they have community perspective from the survey, FOP will organize a larger facilitated meeting with a broader group of stakeholders, including Grand Teton National Park, Bridger Teton National Forest, the Elk Refuge, and more.

Analysis & Key Policy Questions.
At its annual retreat in early 2025, Town Council will set its priorities for the next two years. If Council wants to move forward with this item, it will need to consider delaying, deferring, or replacing other already agreed upon priorities. Instead of dedicating staff and Council time and, potentially, duplicating efforts, staff recommends following Friends of Pathways lead on this initiative to help achieve a community-wide plan to maximize pathway and bike safety. Staff already works closely with FOP and believes the plan they have outlined to consult with and incorporate input from the Town and County and gather perspective from across the community is the correct route to follow. As detailed above, FOP has outlined a multi-step process. Pathways staff will participate and support this process as it moves forward and report back to Town Council if/when policy decisions are needed.

Key Question: Does Council want to direct staff to participate in Friends of Pathways' process to develop a community-wide plan to maximize pathway and bike safety?

Fiscal Impact.
There is minimal fiscal impact to the Town for researching options, but there could be significant impact based on the outcomes and recommendations for strategies to improve safety. Staff has provided fiscal impact estimates for prior recommended strategies in past memos and presentations, including the August 30, 2024 attached here.

Staff Impact.
To pursue this item beyond support for FOP, staff will have to delay or compromise work on the following projects.

- Safe Streets for All Safety Action Plan. Pathways and other staff are entering a critical phase of the Safety Action Plan development process. Staff will have less time to spend on public engagement, technical review, project prioritization, and other elements of the Safety Action Plan.
- Town Capital Projects. While these projects mostly do not have hard deadlines, staff will have less time to spend on public engagement and project development, which will result in delays to these projects of up to one year.
- County Capital Projects and Programs. The Pathways Coordinator is a joint position, so shifting staff time would also impact County projects and programs such as the BUILD grant projects (Downtown Wilson and the Teton Pass Trail projects), 390/Granite Connector, and other operational and maintenance-related items.
- Budgeting and Administration. Staff will have less time to spend on preparation of annual budgets and managing other administrative tasks.

The total estimated staff time for this project is 100 hours with time spent by the Pathways, Community Engagement, Police, and Legal Departments. Staff spent approximately 4 hours preparing this staff report and presentation.

Attachments or Links.
August 30 Memo

Suggested Motion.
I move to direct staff to participate in Friends of Pathways process to develop a community-wide plan to maximize pathway and bike safety.

August 30, 2024

TO: Mayor Morton-Levinson and the Jackson Town Council

CC: Tyler Sinclair, Town Manager; Michelle Weber, Police Chief; Susan Scarlata, External Affairs Director; Lea Colasuonno, Town Attorney; Charlotte Frei, Regional Transportation Planning Administrator

RE: E-bike and pathway safety improvement measures

The purpose of this memo is to update Council on the public comment regarding e-bikes and pathway safety made by Katherine Dowson, Executive Director of Friends of Pathways (FOP), at the August 5th, 2024, Jackson Town Council meeting. Ms. Dowson mentioned six measures related to pathway/e-bike safety that were approved by Council in September, 2022 (and documented in the Council meeting staff report). Town staff met on August 15th to discuss the public comment and status of the six approved measures.

Item 1: Bike Safety Education at Jackson Hole Middle School.

- **Proposal:** The Town would support efforts by FOP and TCSD to provide expanded e-bike and bicycle safety education programs at Jackson Hole Middle School (JHMS) and possibly other schools. Town support could be in the form of allocating staff resources from the Pathway program and Jackson Police Department (JPD) to assist in preparing and implementing TCSD's education programs, or by providing funding assistance for implementation of such education programs by a third-party.
- **Status:** Over the past two years, the Town/County Pathways program has provided $61,231 in funding support for bike safety education at JHMS and other safety education programming. FOP has hired a bike safety coordinator and worked with the JPD to implement bike safety programming at JHMS each fall and spring. The bike safety coordinator and other FOP staff have logged over 330 hours of combined outreach at schools, on pathways, and at bike shops since Fall 2022. Feedback from the public on the effectiveness of the school education program has generally been positive, but FOP and the Town/County Pathways program still receive frequent complaints about etiquette and safety concerns involving middle school aged kids, so it seems that more work is still needed. The JPD's contract with the School District to provide support services was not renewed this year, so the role of the JPD in supporting the bike education program at JHMS may look differently moving forward.

Item 2: Bike Safety Education at Bike Shops.

- **Proposal:** The Town would work with local bike shops to implement a short (e.g. 3-5 minute) education program on pathway safety that is mandatory for anyone renting or purchasing a bike.
- **Status:** The Town/County Pathways program partnered with FOP over the past two years on bike safety education outreach to bike shops and on the pathway system. FOP staff have

conducted on-pathway bike safety checks and e-bike registration campaigns (with JPD support), put up mobile speed radar signs that display user speed but do not record data, stenciled safety messaging on pathways, published bike safety/pathway etiquette info cards to hand out at bike shops, printed bike safety/pathway etiquette on pathway system maps (several thousand are distributed annually), conducted incentive programs to encourage safe riding on Snow King Avenue (handing out vouchers for pizza slices to cyclists who stop at stop signs), and produced the "How We Roll in Jackson Hole" video on bike safety/pathway etiquette and information on e-bikes and bike safety. The Town's role in these education efforts has largely been as a funding partner. The JPD has assisted with the on-pathway bike safety checks and e-bike registration (in addition to the JHMS bike safety training days), but FOP has been the active party in implementing the education and programming elements. There are legal and practical staffing challenges that make it difficult to implement a mandatory education program, so the bike education programs at bike shops are currently voluntary.

Item 3: Pathway Speed Limit

- **Proposal:** Establish and enforce a 15-mph speed limit with selected 10-mph slow zones on Town of Jackson pathways. Total of two slow zones, one at Garaman Park and one at School Ballfields.
- **Status:** In 2018, the Town Council approved amendments to Title 12 of the Jackson Municipal Code which, in addition to establishing other regulations for pathways, authorizes speed limits on pathways. Jackson Municipal Code § 12.32.030 *Speed Limits* states that "… the speed limit on the pathway shall be established by the Town and indicated and posted on appropriate signs." Parks and Recreation staff installed speed limit signs on all pathways in the Town of Jackson in Spring 2023. Speed limits are 15-mph throughout town with the two 10-mph slow zones at Garaman Park and the School Ballfields. Speed data collected this summer in Garaman Park indicate that most users are travelling under 15 miles per hour but there is still a significant number of people travelling faster on pathways than is desired.

Item 4: Slow Zones - Chicane Gates

- **Proposal:** Install chicane gates that force users to slow down upon entering slow zones and high traffic areas.
- **Status:** In June 2023, the Town of Jackson contracted Harmony Design to design improvements including chicane gates, pavement surfacing and coloring, and other features to encourage slower speeds through the slow zone area in Garaman Park. Staff received the 90% plan set for the Garaman Park improvements last week and is in the process of reviewing them. Construction is expected in Spring 2025. Staff has also done pre-project data collection (speed data and time lapse photos) in the project area as part of the effort to measure the effects of the improvements. The School Ballfield pathway is not owned or managed by the Town of Jackson, so the Town and project team have provided recommendations for this area to the School District, but the Town is not responsible for any improvements here.

Item 5: Slow Zones - Pavement Surfacing and Color

- **Proposal:** Install traffic calming pavement textures and/or coloring to indicate slow zones.
- **Status:** See Item #4.

Item 6: Guidelines and Etiquette Signage

- **Proposal:** Install educational/informational signage that informs users about proper pathway etiquette and rules.

- **Status:** FOP installed temporary and informal etiquette messaging on the pathway system, but the permanent signage plan has not been initiated. Funding was not requested in the FY25 budget. Staff can request funding in FY26.

More recently, the Town and County-appointed Pathways Task Force submitted the attached letter to the Town Council and Board of County Commissioners. The letter cites ongoing concerns about the safety impacts of e-bikes and recommends re-engaging the community in a conversation about managing the use of e-bikes and other e-powered devices on streets and pathways. The Task Force plans to provide public comment at the September Joint Information Meeting. Staff will attend the meeting and will be prepared for questions and direction.

Brian Schilling, Pathways Coordinator

Jackson Hole Community Pathways
PATHWAYS TASK FORCE

320 South King Street • PO Box 1687
Jackson, Wyoming 83001

August 15, 2024

Teton County Board of County Commissioners
PO Box 3594
Jackson, WY 83001

Jackson Town Council
PO Box 1687
Jackson, WY 83001

Dear Town Council and Board of County Commissioners,

Over the past 8 years, the Town of Jackson and Teton County have experienced a dramatic rise in the use of e-bikes and other e-powered devices on our streets and pathways. While e-bikes have greatly expanded mobility options and have helped make active transportation a viable choice for a much broader segment of our community, they have also come with a significant impact on safety and the overall dynamics and character of the pathway system. Not only are we seeing use of the Type 1, 2, and 3 e-bikes that are legally permitted to use pathways, more recently there has been a noticeable increase in the use of e-powered devices that are NOT permitted on pathways, such as motorized scooters and skateboards, one-wheels, e-unicycles, and e-motorcycles. The use of all these devices, both legal and non-legal, is largely unregulated and unenforced, and we continue to hear concerns voiced by the community about the impacts of these e-devices on our streets and pathways.

When the first community conversations about regulating e-bikes were held in 2017, much was still not known about e-bikes or how their use would evolve to affect our pathway system. To help inform that discussion, the Pathways Task Force engaged in a year-long process of outreach and research on e-bikes, looking at what other communities had done and evaluating benefits and concerns. The Task Force eventually recommended to the Town Council and Board of County Commissioners to “allow e-bikes that meet the definition of a ‘low-speed electric bicycle’ (Type 1, 2, and 3 e-bikes) for use on Town of Jackson and Teton County Pathways, and that the Town and County expand efforts to improve safety and encourage appropriate pathway behavior for both e-bike riders and other pathway users.” In 2018, the Town and County both adopted regulations allowing Type 1, 2, and 3 e-bikes on pathways, and the state of Wyoming soon followed in early 2019 with the approval of regulations that mirrored Town and County e-bike policies.

The Task Force’s 2017 recommendation to the Town Council and County Commissioners also included “developing and/or expanding the education and outreach program on e-bike regulations and safe pathways use," and "implementing slow zones or other design elements along the Pathways system to encourage safe behavior in high-use areas and conflict points such as pathway/motor vehicle intersections." These recommendations led to several existing and ongoing initiatives, including partnering with Friends of Pathways to provide targeted bike safety education at the Middle School as well as deploying a wide range of strategies to distribute pathways user etiquette and safety information throughout the community; adopting speed limits (and other enforceable ordinances) on Town pathways; and developing designated slow zones in high-traffic areas and improved design standards for other conflict points.

While we feel that these education and outreach initiatives are all necessary and worthwhile measures, the experience of the last several years has clearly demonstrated that these efforts, on their own, are not doing nearly enough to address the core problems posed by e-bikes and other e-devices. We suggest that additional resources and different approaches will be needed to truly address the community's concerns about the erosion of safety caused by the continued rise of dangerous, inappropriate, and frequently illegal behavior on our pathways.

The Pathways Task Force recommends that the Town Council and Board of County Commissioners jointly re-engage the community in a conversation about managing the use of e-bikes and other e-powered devices on our streets and pathways. The Task Force is prepared to assist with an engagement process by providing community outreach support, reviewing strategies and proposals, advising staff, and developing recommendations for the elected boards. Topics for the discussion might include:

- Revisiting the 2017 decision to allow Type 1, 2, and 3 e-bikes on pathways and re-evaluate if this is the correct approach. With the benefit of several years of e-bike use and community observations under our collective belts, we now have better perspective and understanding to evaluate the positive and negatives of this policy. Knowing what we know now, would we still make the same recommendation, or would we propose adjustments to the policy?
- Identifying tools to manage both legal e-bike usage and the use of illegal e-devices. What elements of the current strategies/efforts are or are not working? What other strategies are available to the Town and/or County to manage illegal activities in order to ensure a safe pathway system for all users?
- Expanding existing partnerships and identifying new opportunities to involve additional stakeholder groups that could assist with education and outreach or other management strategies.
- Exploring what other communities and states have done to regulate e-devices. Has any other community developed a successful strategy?

We fully share the community's desire to see the Jackson Hole Community Pathway system achieve its full potential as a model for safe and convenient active transportation and recreation. E-bikes offer incredible mobility benefits to a wide range of people and will certainly continue to be part of the future of pathways, but we feel that it's time for the Town and County to lead a new conversation about the role of e-bikes and how they are managed so that our pathways and streets are safe and inviting for everyone.

Sincerely,

Joseph M Lovett

Joe Lovett
Chairman
Jackson Hole Community Pathways Task Force

STAFF REPORT

Meeting Date:	January 21, 2025	Meeting Title:	Regular Meeting
Submitting Department:	Administration & Finance	Presenter:	Kelly Thompson & Tyler Sinclair
Agenda Item:	Fiscal Year 2025 Budget - Amendment #2	Public Comment:	Yes

Purpose & Policy Considerations.
The purpose of this item is for Town Council to consider approval of a resolution adopting amendments to the Town of Jackson's fiscal year 2025 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 strategic priorities and give staff resources to provide core services.

Analysis & Key Policy Questions.
The attached resolution proposes modifications to the Town's current FY2025 budget. The resolution represents the 2025 amended budget divided into budget divisions. There are increased expenditures of $1,470,408 of this, $184,825 are items not previously presented to Council shown in blue below. There are increased revenues of $576,279 assigned to specific funds. Detailed budget amendments include:

- $351,000 for Salt Lake Express contract service approved at the *Regular Joint Information Meeting –December 2, 2024*.
  - Town funding includes $21,181 from the General Fund.
  - External funding includes $59,954 WYDOT/FTA federal funding and $24,865 Teton County.
- $80,000 for Teton Village Service increase approved at the *Regular Joint Information Meeting – December 2, 2024.*
  - This will be funded with Teton Village Association contract payments.
- $58,884 for Idaho liability supplemental insurance policy.
  - This will be funded with a combination of Idaho Transportation Department/FTA grant funds and the START Fund.
  - This increase is a result of the WY Local Government Liability Pool (LGLP) reducing coverage limits for out of State claims such as could potentially arise from START's provision of service in Idaho. This increase in premium is to maintain $5M coverage for START service in Idaho.
- $32,313 for developer payment at 910 Simon Lane per Council approval at the *Regular Town Council Meeting – July 5, 2022.*
  - Funding will be with Affordable Housing Funds.
- $47,450 for employee housing primary leases.
  - To secure additional rental units for Town employees, the Town primary leases non-Town owned properties and in turn subleases those properties to employees.

- There will be revenue offset from employee lease payments. Vacancies will be funded with Employee Housing Fund and START Fund reserves.

- $90,000 for bear resistant trash cans approved at the *Regular Town Council Meeting – November 18, 2024.*
  - Town funding includes $10,000 from the Capital Project Fund.
  - External funding includes $60,000 from Jackson Hole Travel and Tourism Board and $20,000 from the Teton Conservation District.
- $16,500 for energy improvements on town facilities approved at the *Regular Town Council Meeting - December 04, 2023.*
  - Town funding incudes $1,500 from the Capital Projects Fund.
  - This will be funded with a $15,000 federal grant from the Wyoming Energy Authority.
- $126,200 for law enforcement mental health training approved at the *Regular Town Council Meeting – February 5, 2024.*
  - This will be funded with a federal grant from the WY Dept. Health, Behavioral Health Division.
- $22,409 for total compensation adjustments for new staff hires and current staff adjustments.
  - This will be funded with the General Fund.
- $20,306 for preventative animal care at the Animal Shelter.
  - This will be funded with Old Bill's and private donations.
- $15,510 for Shop with a Cop program.
  - This will be funded with donations.
- Capital Project Budget Rollover: These capital projects were in progress at the end of FY2024. Remaining funds from FY2024 need to be carried into the FY2025 budget to complete these projects:
  - $323,389 for North King Street Water Line
  - $500,000 for South Millward Street Water Line

See attached the complete Budget Resolution divided by Division and Fund for further detail.

Question #1: Does Council have any edits to the staff recommended budget amendments?

Possible Alternatives.
Council may amend as deemed necessary.

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 the FY25 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 the budget.

Attachments or Links.
Resolution 25-05 adopting amendments to the Fiscal Year 2025 Budget.

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

I move to approve Resolution 25-05 adopting amendments to the fiscal year 2025 budget as presented.

RESOLUTION 25-05

A RESOLUTION ADOPTING AMENDMENTS TO THE FISCAL YEAR 2025 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 2025 budget is hereby amended as follows:

EXPENDITURES AND OTHER USES	Approved Budget	Increase (Decrease)	Amended Budget
Mayor & Town Council	439,193	7,835	447,028
Town Attorney	829,144	-	829,144
Municipal Judge	330,695	-	330,695
Administration	1,135,115	-	1,135,115
Internal Services	1,064,003	-	1,064,003
Finance	851,110	-	851,110
Communications and Strategic Initiatives	677,038	-	677,038
Information Technology	1,190,632	-	1,190,632
Planning	992,714	-	992,714
Town-Wide Services	369,169	-	369,169
Town Facilities	894,588	-	894,588
Police - Administration	903,437	141,710	1,045,147
Police - Investigations	1,017,900	-	1,017,900
Police - Patrol	4,002,025	-	4,002,025
Police - Community Service	751,972	-	751,972
Police - Special Operations	26,450	-	26,450
Victim Services	447,616	-	447,616
Animal Shelter/Control	437,680	20,306	457,986
Building Inspections	578,852	-	578,852
Public Works Administration	659,943	-	659,943
Streets	2,304,337	-	2,304,337
Engineering	830,630	14,574	845,204
Yard Operations	52,242	-	52,242
Cemetery	36,459	-	36,459
Social Services	1,567,651	-	1,567,651
Community Initiatives	720,975	-	720,975
County-Budgeted Joint Programs	7,383,129	-	7,383,129
Transfers Out	7,298,438	21,181	7,319,619
Total General Fund	37,793,137	205,606	37,998,743
Affordable Housing	1,638,898	32,313	1,671,211
Total Affordable Housing Fund	1,638,898	32,313	1,671,211
Parking Exactions Fund	5,500	-	5,500
Total Parking Exactions Fund	5,500	-	5,500
Parks Exactions	550,000	-	550,000
Total Park Exactions	550,000	-	550,000
Employee Housing Fund	1,001,862	47,450	914,625
Transfers out	134,687	-	134,687
Total Employee Housing Fund	1,136,549	47,450	1,183,999
Animal Care Fund	25,000	-	25,000
Transfers Out	100,836	20,306	121,142
Total Animal Care Fund	125,836	20,306	146,142
Lodging Tax Fund	-	-	-
Transfers Out	1,430,434	-	1,430,434
Total Lodging Tax Fund	1,430,434	-	1,430,434
START Administration	2,127,167	-	2,127,167
START Operations	8,215,451	244,844	8,460,295
START Capital	7,460,779	-	7,460,779
START Transfers	164,987	-	164,987
Total START Fund Expenditures	17,968,384	244,844	18,213,228
Capital Outlay	10,263,220	(530,243)	9,732,977
Transfers Out	130,000	-	130,000
Total Capital Projects Fund	10,393,220	(530,243)	9,862,977

EXPENDITURES AND OTHER USES	Approved Budget	Increase (Decrease)	Amended Budget
Capital Outlay	17,800	-	17,800
Total 2006 SPET	17,800	-	17,800
Capital Outlay	125,000	-	125,000
Total 2010 SPET	125,000	-	125,000
Capital Outlay	1,556,497		1,556,497
Total 2014 SPET	1,556,497	-	1,556,497
Capital Outlay	20,000	-	20,000
Total 2016 SPET	20,000	-	20,000
Capital Outlay	8,337,000	-	8,337,000
Total 2019 SPET	8,337,000	-	8,337,000
Water Maintenance & Operation	1,417,716	-	1,417,716
Water Wells	404,241	-	404,241
Water Billing & Accounting	337,684	-	337,684
Water Capital Outlay	6,646,277	823,389	7,469,666
Water Debt Service	66,970	-	66,970
Water Transfers Out	912,315	-	912,315
Sewage Plant Operations	894,230	-	894,230
Sewage Maint. & Operations	928,634	-	928,634
Sewage Billing & Accounting	213,247	-	213,247
Sewage Capital Outlay	4,659,413	-	4,659,413
Sewage Transfers Out	912,315	-	912,315
Total Enterprise Funds	17,393,042	823,389	18,216,431
Employee Insurance	3,621,603	-	3,621,603
Total Insurance Fund	3,621,603	-	3,621,603
Fleet Expenditures	2,686,854	-	2,686,854
Total Fleet Management Fund	2,686,854	-	2,686,854
Central Equipment Expenses	1,574,665	-	1,574,665
Total Central Equipment Fund	1,574,665	-	1,574,665
IT Services	1,604,255	-	1,604,255
Transfers Out	150,000	-	150,000
Total IT Service Fund	1,754,255	-	1,754,255

REVENUES AND OTHER SOURCES	Approved Budget	Increase (Decrease)	Amended Budget
Taxes	12,836,160	-	12,836,160
Licenses & Permits	1,534,843	-	1,534,843
Intergovernmental Revenue	15,985,834	206,200	16,192,034
Charges for Services	742,558	-	742,558
Fines & Forfeitures	310,000	-	310,000
Miscellaneous Revenue	1,214,254	15,510	1,229,764
Transfers In	2,343,685	20,306	2,363,991
Total General Fund	34,967,334	242,016	35,209,350
Licenses & Permits	450,000	-	450,000
Miscellaneous Revenue	96,100	-	96,100
Transfers In	1,638,898	-	1,638,898
Total Affordable Housing Fund	2,184,998	-	2,184,998
Licenses & Permits	17,000	-	17,000
Miscellaneous Revenue	74,300	-	74,300
Transfers In	-	-	-
Total Parking Exactions	91,300	-	91,300
Licenses & Permits	50,000	-	50,000
Miscellaneous Revenue	26,200	-	26,200
Total Park Exactions	76,200		76,200
Miscellaneous Revenue	860,112	55,039	915,151
Transfers In	-	-	-
Total Employee Housing Fund	860,112	55,039	915,151

REVENUES AND OTHER SOURCES	Approved Budget	Increase (Decrease)	Amended Budget
Miscellaneous Revenue	60,200	64,720	124,920
Total Animal Care Fund	60,200	64,720	124,920
Taxes	1,420,834	-	1,420,834
Intergovernmental Revenue	-	-	-
Miscellaneous Revenue	9,600	-	9,600
Total Lodging Tax Fund	1,430,434	-	1,430,434
Intergovernmental Revenue	12,947,149	24,865	12,972,014
Charges for Services	2,007,060	80,000	2,087,060
Miscellaneous Revenue	242,404	-	242,404
Transfers In	1,492,091	21,181	1,513,272
Total START Fund Revenues	16,688,704	126,046	16,814,750
Intergovernmental	516,154	15,000	531,154
Licenses & Permits	325,000	-	325,000
Miscellaneous Revenue	573,500	-	573,500
Transfers In	5,747,883	-	5,747,883
Total Capital Projects Fund	7,162,537	15,000	7,177,537
Miscellaneous Revenue	5,500	-	5,500
Total 2010 SPET	5,500		5,500
Miscellaneous	85,100	-	85,100
Total 2014 SPET	85,100		85,100
Miscellaneous	13,500	-	13,500
Total 2016 SPET	13,500	-	13,500
Miscellaneous	225,000	-	225,000
Total 2019 SPET	225,000	-	225,000
Taxes	500,000	-	500,000
Miscellaneous	11,300	-	11,300
Total 2022 SPET	511,300	-	511,300
Water Intergovernmental	1,500,000	73,458	1,573,458
Water Charges for Services	3,112,715	-	3,112,715
Water Miscellaneous	262,700	-	262,700
Water Transfers In	65,000	-	65,000
Sewage Charges for Services	3,507,500	-	3,507,500
Sewage Miscellaneous	205,280	-	205,280
Sewage Transfers In	65,000	-	65,000
Total Enterprise Funds	8,718,195	73,458	8,791,653
Charges for Services	2,950,988	-	2,950,988
Miscellaneous Revenue	75,100	-	75,100
Total Employee Insurance Fund	3,026,088	-	3,026,088
Charges for Services	2,757,716	-	2,757,716
Miscellaneous Revenue	(3,500)	-	(3,500)
Transfers In	-	-	-
Total Fleet Management Fund	2,754,216	-	2,754,216
Charges for Services	799,400	-	799,400
Miscellaneous Revenue	31,800	-	31,800
Total Central Equipment Fund	831,200	-	831,200
Charges for Services	1,498,171	-	1,498,171
Miscellaneous Revenue	1,400	-	1,400
Transfers In	-	-	-
Total IT Service Fund	1,499,571	-	1,499,571

CHANGE OF FUND BALANCE	Approved Budget	Increase (Decrease)	Amended Budget
General Fund	(2,825,803)	36,410	(2,789,393)
Affordable Housing	546,100	(32,313)	513,787
Parking Exactions Fund	85,800	-	85,800
Park Exactions Fund	(473,800)	-	(473,800)
Employee Housing Fund	(276,437)	7,589	(268,848)
Animal Care Fund	(65,636)	44,414	(21,222)
Lodging Tax Fund	-	-	-
Start Fund	(1,279,680)	(118,798)	(1,398,478)
Capital Projects	(3,230,683)	545,243	(2,685,440)
2006 SPET	(17,800)	-	(17,800)
2010 SPET	(119,500)	-	(119,500)
2014 SPET	(1,471,397)	-	(1,471,397)
2016 SPET	(6,500)	-	(6,500)
2019 SPET	(8,112,000)	-	(8,112,000)
2022 SPET	511,300	-	511,300
Enterprise Funds	(8,674,847)	(749,931)	(9,424,778)
Employee Insurance Fund	(595,515)	-	(595,515)
Fleet Management Fund	67,362	-	67,362
Central Equipment Fund	(743,465)	-	(743,465)
IT Services Fund	(254,684)	-	(254,684)

PASSED, APPROVED, & ADOPTED this 21st day of January , 2025

Town of Jackson

By: ______________________________
Arne O. Jorgenson
Mayor

ATTEST:

By: ________________________
Riley Taylor
Town Clerk

STAFF REPORT

Meeting Date:	January 21, 2025	Meeting Title:	Town Council Regular - Consent
Submitting Department:	Legal	**Presenter:**	Lea Colasuonno
Agenda Item:	Extension CenturyLink Franchise Agreement	**Public Comment:**	Yes

Purpose & Policy Considerations.
The purpose of this item is for Council to review and consider another four-month extension of the current franchise agreement between the Town and CenturyLink.

Requested Action.
Staff requests Council review and consider the ordinance extending the franchise agreement between the Town and CenturyLink for a four-month period attached to this staff report.

Recommendations.
Staff recommends Council approve the ordinance extending the franchise.

Background.
The Town and CenturyLink last entered into a franchise, pursuant to which CenturyLink provides telecommunications services to residents and businesses within the Town, in 2019. The term of the franchise was four years, or until December 31, 2023, after which time the franchise became a "holdover" franchise on a month-to-month basis through June 30, 2024. If a new franchise is not entered by June 30, 2024, or an extension granted, then general principles of law control with respect to termination of the franchise.

In accordance with the provisions of the existing franchise, the Town Attorney contacted CenturyLink in May of 2023 to enter "good faith negotiations regarding renewal of the franchise." The parties are still in negotiations at this time.

Throughout 2024 Council authorized multiple extensions and, at this point, only the fee remains to be negotiated. The parties do, however, need more time to finalize the fee details.

Analysis & Key Policy Questions.
Is Council willing to extend the CenturyLink franchise for 120 days?

- **Policy Considerations**. Important policy issues associated with this item include that 1) Telecommunications services are a critical service to residents and businesses within the Town of Jackson and the service will be able to continue during the extension; and 2) CenturyLink will continue to pay the franchise fee during the extension.
- **Staff Recommendation.** Staff recommend Council approve the ordinance granting another four-month extension, during which time the Town Attorney will finalize all terms and conditions and, specifically, negotiate an appropriate fee for CenturyLink to operate within the rights-of-way of the Town. The Town Attorney will ultimately provide a contract (via ordinance) for the Council to consider.

Possible Alternatives.
Council may elect to reject the extension, thus terminating the franchise, and direct the Town Attorney to provide options for next steps with respect to CenturyLink.

Comprehensive Plan & Priority Alignment.

This item aligns with Section 8, quality service delivery to the public, as reliable and quality communications infrastructure is critical to, not only economic health, but general health, safety, and welfare of residents and visitors alike.

Fiscal Impact.
The fiscal impact of continuing the franchise I neutral, CenturyLink will continue to pay the agreed-upon franchise fee in the 2019 Agreement during the extension period. The fee is $25,000 per year, paid in quarterly installments.

It should be noted that telecommunications franchise negotiations do involve professional services, as the Legal Department, usually and in this case is doing so, works with a telecommunications law firm with expertise in this area when renegotiating these contracts.

Staff Impact.
The staff impact of this item has been focused in the Legal Department, estimated at 40 hours, and Public Works and Administration, estimated at a combined 12 hours.

Attachments or Links.
Ordinance P.

Suggested Motion.
I move to approve Ordinance P, an ordinance granting a four-month extension of the current CenturyLink Franchise on third reading and designate it Ordinance 1434.

ORDINANCE P

AN ORDINANCE AMENDING ORDINANCE 1243 EXTENDING THE TERM OF THE FRANCHISE GRANTED TO QWEST CORPORATION D/B/A CENTURYLINK QC ON BEHALF OF ITSELF TO OPERATE AND MAINTAIN A TELECOMMUNICATIONS SYSTEM FOR THE PURPOSE OF SUPPLYING SERVICE TO THE TOWN OF JACKSON AND GRANTED ON DECEMBER 18, 2019.

BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF JACKSON, WYOMING:

SECTION I.

WHEREAS, the Franchise previously granted to Qwest Corporation dba CenturyLink QC ("Grantee") for the purpose of providing Telecommunication Services to the Town of Jackson, Wyoming ("Franchising Authority"), will expire on January 31, 2025. This Amendment extends the current Franchise Agreement for an additional four (4) months, extending the Franchise by its terms through May 31, 2025. The Parties are willing to be bound by the terms and conditions of this Amendment.

WHEREAS, the extension will not constitute a waiver or compromise of any right or claim either party may have under the current Franchise or applicable law as of the effective date of this Amendment, and during the remaining Franchise term.

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 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 ________________ 2024.
PASSED 2ND READING THE _________DAY OF _________________, 2025
PASSED AND APPROVED THE _______ DAY OF __________________, 2025.

TOWN OF JACKSON

BY: ___________________________________
Arne Jorgensen, Mayor

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 ____, 2024. 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

IN WITNESS WHEREOF, the parties hereto have entered into this Franchise Extension Agreement on ________________, _______.

Town of Jackson, WY	Quest Corporation, d/b/a CenturyLink QC, Grantee
By:_______________	By:_______________
Title:_____________	Title:_______________

ATTEST:

____
Riley Taylor, Town Clerk

STAFF REPORT

Meeting Date:	January 21, 2025	**Meeting Title:**	Regular
Submitting Department:	Legal	**Presenter:**	Lea Colasuonno
Agenda Item:	Municipal Code Clarification: Driverless Automated Delivery Devices within the Town	**Public Comment:**	

Purpose & Policy Considerations.
The purpose of this item is for the Council to consider a clarifying update to Title 10, the vehicles and traffic title, of the Municipal Code to state that delivery devices operated by automated technology are not allowed within the Town.

Requested Action.
Staff requests the Council review and consider the Code update.

Recommendations.
Staff recommend the Council adopt the attached ordinance clarifying the law.

Background.
In recent years robot delivery service vehicles have been developed and, to varying degrees, allowed, prohibited, or allowed with permitting by cities and states across the country. The Town received public comment requesting such vehicles be permitted in the Town. The Town Council did not direct staff to allow this activity in the Town right-of-way.

Analysis & Key Policy Questions.
Staff recommend adding a clarifying ordinance to the Town Code to make clear delivery devices without a driver operated by automated technology are not allowed within the Town – i.e., on pathways, sidewalks, and streets for example. **First**, while the Code has provisions related to motor-assisted devices, without state law on this subject, a clarifying ordinance is recommended at this time. **Additionally**, the Town rights-of-way are crowded by many competing uses, and the pressures are growing – this includes traditional uses such as water, sewer, telephone, lighting, motor vehicles, pedestrians and bicycles, and emergent technologies such as cell towers (small and large), electric bikes, electric skateboards, scooters, and hoverboards, and driverless-devices. This competition is for underground space, vertical space, horizontal space and, particularly with devices, results in dangerous conflicts between users of different speeds (i.e., electric devices and pedestrians afoot traveling at different rates of seed). **Third**, if the Council and public desire to integrate this type of technology into public spaces, it should be comprehensively considered by the Council and public in light of the community's transportation, public space, and environmental principles and goals.

<u>**Key Policy Question**</u>: Does the Council concur with staff that an ordinance clarifying that robot delivery devices are prohibited within the Town of Jackson?

- ✓ <u>Pros</u>: The primary advantages of this ordinance include 1) clarifying the law for residents and potential commercial operators interested in operating robots in the Town, and 2) recognizing that there are many competing uses of the right-of-way as technologies change, this clarification provides time for the Council, should it desire in the future to establish a regulatory structure for these devices within the Town, to do so via public process and discussion and with thoughtful consideration of the rapidly changing technology landscape.
- ✓ <u>Cons</u>: Staff have not identified a way in which enacting this clarifying ordinance negatively impacts the Town's interest.

Possible Alternatives.
Council has the option not to enact the ordinance.

Comprehensive Plan & Priority Alignment.
This item aligns with Section 8, quality service delivery to the public, by ensuring general health, safety, and welfare of the right-of-way.

Fiscal Impact.
There is no fiscal impact associated with this item, with the exception of the statutory requirement that the Town publish ordinances in a newspaper of general circulation in the community (which is the News & Guide weekly). The cost of publication varies, depending on ordinance length, and is a minimum of $200 for short ordinances.

Staff Impact.
The staff impact of this comprised time from the Legal Department to draft the ordinance, and review time from Planning, Public Works, Police, and Administration. The total approximate number of hours spent on this item was 3 hours.

Attachments or Links.
Ordinance Q.

Suggested Motion.
I move to approve Ordinance Q on second reading.

ORDINANCE Q

AN ORDINANCE AMENDING SECTIONS 10.14.010, DEFINITIONS, AND 10.14.040, RIDING ON SIDEWALKS, REGARDING MOTOR-ASSISTED DEVICES OF THE CODE OF THE TOWN OF JACKSON, WYOMING.

BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF JACKSON, WYOMING:

SECTION I.

Sections 10.14.010, Definitions, and 10.14.040, Riding on Sidewalks, of Title 10, Vehicles and Traffic, of the Code of the Town of Jackson, Wyoming, is hereby amended to read as follows:

10.14.010- Definitions.

A. *Scooter* or *Skateboard* is defined as any object consisting of a relatively flat platform constructed of any material which is attached to one or more wheels on the underside and designed to be used or operated by standing, sitting, or kneeling on the platform and allowing or causing the platform to be propelled by the use of hands, feet, or gravity, but shall not include roller skates, bicycles, electric bicycles, wheelchairs, or any motorized vehicle.

B. *Motor-Assisted Devices.*

1. A self-propelled device with:
    a. One or more wheels in contact with the ground;
    b. A braking system capable of stopping the unit under typical operating conditions;
    c. An electric motor not exceeding 750 watts or other motor providing equivalent power;
    d. Either handlebars and a deck design for a person to stand while operating the device, or handlebars and a seat designed for a person to sit, straddle, or stand while operating the device, or a deck design for a person while operating the device;
    e. A maximum speed of 20 miles per hour.
2. Motor-Assisted Device shall not include roller skates, bicycles, electric bicycles, motorized wheelchairs as defined in the Americans with Disabilities Act, or any motorized vehicle.

C. *Personal Motor-Assisted Delivery Devices* are defined as devices manufactured or modified for transporting cargo, goods, or property using automated driving technology to move or hover without a physical driver present on the device.

(Ord. ____ § 1, 2025; Ord. 1311 § 1, 2022; Ord. 377 § 1 (part), 1988)

10.14.040- Riding on sidewalks.

A. A person shall not ride a Scooter, Skateboard, or Motor-Assisted Device upon and along a sidewalk, or across a roadway upon and along a crosswalk in the area bounded on the south by the south boundary of Pearl Street, on the east by the east boundary of Willow Street, on the north by the north boundary of Gill Street, and on the west by the west boundary of Millward Street, in the Town, except on designated Shared Use Pathways or if being used for delivery purposes.

B. In all other areas, a person propelling a Scooter, Skateboard, or Motor-Assisted Device upon and along a sidewalk, or across a roadway upon and along a crosswalk, shall yield the right-of-way to any pedestrian and shall give audible signal before overtaking and passing such pedestrian.

C. Persons on a Scooter, Skateboard, or Motor-Assisted Device using sidewalks shall slow to a pedestrian rate of speed when utilizing pedestrian crosswalks, unless the crosswalk is part of a Shared Use Pathway.

D. Personal Motor-Assisted Delivery Devices are prohibited from all sidewalks, streets, and pathways within the Town.

(Ord. _____ § 1, 2025; Ord. 1311 § 1, 2022; Ord. 882 § 1, 2008; Ord. 377 § 1 (part), 1988).

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 _____________________ , 2025.
PASSED 2ND READING THE ______DAY OF _____________________ , 2025.
PASSED AND APPROVED THE ______DAY OF ____________________, 2025.

TOWN OF JACKSON

BY: ______________________________________

Arne Jorgenson, 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 ___________________, 2025.

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:	21 January 2025	**Meeting Title:**	Town Council Regular
Submitting Department:	Public Works	**Presenter:**	Floren Poliseo
Agenda Item:	Ordinance R: New Rate for Commercial Water Filling Station – first reading	**Public Comment:**	yes

Purpose & Policy Considerations.
The purpose of this item is for Council to codify a rate for commercial water use, as approved by Council during the Fiscal Year 2025 budget adoption process.

Requested Action.
Staff requests that Council review a draft Ordinance for the water rate.

Recommendations.
Staff recommends that Council approve and adopt the Ordinance.

Background.
Public Works has maintained a bulk potable water filling station for commercial and municipal use for at least 20 years. Initially this water was provided for free, and Public Works began charging for the water based on metered withdrawal about 10 years ago. Currently, a user must pay an annual base fee of $125.16 to have an account, then subsequently add funds to that account which are drawn down each time they use the filling station at a cost of $2.16 per 1,000 gallons. The current rate has been charged for water at this filling station since 2018 and was not reviewed or updated with the Town's 2021 Rate Study.

Public Works maintains a license with the software system that enables user login and account charges for metered water drawn. This software requires an annual subscription/service fee of about $1,000 and a software upgrade every 7-10 years at a cost of about $15,000. Public Works also maintains the physical asset components of the water filling station, as well as the assets, materials, and staff needed to produce the potable water supply to this station. Staff conducted a cost analysis to assess the actual cost of providing water at this station and determined we are not fully recovering our operating and maintenance costs.

Analysis & Key Policy Questions.

- Does Council agree with staff's recommendation to charge customers enough to fully recover costs of operating the filling station?

Currently the Water Utility is subsidizing the service, as it has since its inception. Public Works has indicated that it will begin charging higher rates for the service this year, but without formal documentation of this policy (i.e., an Ordinance) the Town is vulnerable to inconsistent practices and disputes.

- Does Council agree with staff's recommendation to charge Town water filling uses to the Town Departments/Divisions using it?

Historically the Town has not paid for its own equipment filling. In 2023 the Town used nearly 387,000 gallons of water that was not billed to itself, shorting the Water Utility some cost recovery. This also represents a portion of the clean water that the Town produces and distributes that was not billed. By charging itself for municipal water usage, the Town can more accurately account for known uses of supplied water and help close the current gap between water produced and water billed.

- Does Council still agree with staff's proposed rates?

In the FY25 budget planning process, these proposed rates were approved/adopted by Council:

- $10 per 1,000 gallons for non-Town uses
- $5.85 per 1,000 gallons for Town self-charged uses

At the time, the non-residential rate was $2.43 per 1,000 gallons and the irrigation only rate was $3.17 per 1,000 gallons. Currently for in-Town customers, the residential rates are tiered ranging from $0 (under 2,000 gallons used) to $8.46 (over 100,000 gallons used), and the irrigation only rate ranges from $0 to $3.17, all per 1,000 gallons. These customers are also charged a monthly base fee depending on their meter size, ranging from $12.59 (3/4" meter) to $474.33 (8" meter).

Possible Alternatives.
Council may choose one of the following actions:

1. Approve adopting the Ordinance as presented
2. Direct staff to modify the Ordinance, related to who is being charged or the rate being charged
3. Take no action or vote against the Ordinance – staff would continue to operate and bill as we choose without a formally documented policy
4. Direct staff otherwise

Comprehensive Plan & Priority Alignment.
Being able to sustain provision of potable water to the community aligns with Quality of Life: Common Value 3, Chapter 8 (Quality Community Service Provision). The vision of this chapter is to *"Timely, efficiently and safely deliver quality services and facilities in a fiscally responsible and coordinated manner."*

Fiscal Impact.
Staff estimates the annual revenue from the recommended charges at approximately $5,000. Over time, this would enable the Water Utility to fully recover its costs to produce the water used and operate and maintain the filling station and associated software.

In 2023 Town water uses from the filling station would have cost about $835 (based on the $2.16 per 1,000 gallons rate). As stated in the Analysis Section of this report, the Town has not historically paid for its uses, so this represents the amount of missed revenue in 2023. Revenues earned from the filling station that year for non-Town uses totaled about $1,200.

Staff Impact.
PW Department Administration and Water Divisions, and Legal Department contributed a total of approximately 10 hours to assess costs, compile the new fee recommendation for FY25, draft a new Ordinance, and produce this Staff Report and associated materials.

Attachments or Links.
Ordinance R

Suggested Motion.
I move to approve Ordinance R upon first reading.

ORDINANCE R

AN ORDINANCE AMENDING TITLE 13, UTILITIES, CHAPTER 13.04, WATER SYSTEM, SECTION 13.04.300, WATER RATES, OF THE MUNICIPAL CODE OF THE TOWN OF JACKSON.

BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF JACKSON, WYOMING:

SECTION I.

Section 13.04.300 of the Municipal Code of the Town of Jackson is hereby amended as follows:

13.04.300 Water rates.

A. . . .

B. . . .

C. Water sold from the Commercial Filling Station located on Snow King Avenue shall include charges according to the following fee schedule. An account with the Town is required, and pre-payment of an initial fee, in order to access this water supply.

User Charges	
Type of User	$/1,000 gallons
Non-Town User (private, commercial, nonprofit, other government agencies, quasi-government organizations)	$10.00
Town of Jackson User (its agents, contractors)	$5.85

~~C.~~ D. . . .

(Ord. ___ § I , 2025; Ord. 1358 § I, 2023; Ord. 1319 § I, 2022; Ord. 1271 § 1, 2020; Res. 8-19, 2018; Res. 17-03, 2017; Res. 14-02, 2014; Res. 13-22, 2013; Ord. 1039 § 1, 2013; Ord. 1018 § 1, 2013; Ord. 1008 § 1, 2012; Ord. 999 § 1, 2012; Res. 11-12, 2011; Ord. 992 § 1, 2011; Res. 10-24, 2010; Res. 09-29, 2009; Ord. 935 § 1, 2009; Ord. 866 § 1, 2008; Ord. 833 § 1, 2006; Ord. 804 § 1, 2005; Ord. 743 § 2, 2003; Ord. 664 § 18, 2000; Ord. 588 § 1, 1996; Ord. 551 § 1, 1996; Ord. 539 § 1, 1996; Ord. 479 § 1, 1994; Ord. 381 § 1, 1988; Ord. 370 § 1, 1987; Ord. 270 § 2, 1980; Ord. 97A § 2, 1972; Ord. 97 § 30, 1966).

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 ___________________ , 2025.
PASSED 2ND READING THE _____DAY OF ___________________ , 2025.
PASSED AND APPROVED THE _____DAY OF __________________, 2025.

TOWN OF JACKSON

BY: ___________________________________

Arne Jorgensen, Mayor

ATTEST:

BY: _________________________________

Riley Hovorka, 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 __________________, 2025.

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

____

Riley Hovorka, Town Clerk

MEMORANDUM

TO: Mayor and Town Council

FR: Tyler Sinclair, Town Manager

DT: January 21, 2025

RE: Town Manager's Report

Town of Jackson Employee Housing Inventory

The issue of Town owned rentals came up at the legislative briefing with our local legislators on January 8, 2025. Below, and on the next page, is an accounting of the Town's employee ownership and rental housing inventory. The Town of Jackson would not be able to hire employees from outside the valley and retain our current employees to serve as Police Officers, Street Operators, Planners or other positions in the organization without providing rental housing at least as an initial landing place and for the long term. Staff appreciates Council's support for the employee housing program and inventory we have in place.

Town of Jackson Housing Stock		
Ownership Units		
Housing Trust Revolving Rights of First Purchase or Rental		
Location	# of Rights	Type of Rights
King Street Condos	5	Ownership Units - Employment Based (3 Rights Exercised)
No specific project - floating rights on specific inventory	6	Ownership Units - Employment Based (6 Rights Exercised)
Redmond Hall - floating rights on specific inventory	3	Ownership or Rental Units - Employment Based (2 ownership 1 rental Exercised)
Total	**14**	
Housing Department Revolving Rights of First Purchase		
Location	# of Rights	Type of Rights
Kelly Place Condos	4	Ownership - Employment Based (0 Rights Exercised)
S4 Project - Simon/Scott/Snow King/Smith Project	8	Ownership - Employment Based for Town Employees (0 Rights Exercised - not yet constructed)
Total	**12**	
Shared Appreciation Mortgage		
Location	# of Units	Type of Unit
Wapiti Drive	1	3BR Single Family Home
Total	**1**	

Town of Jackson Housing Stock

Rental Units		
Town Owned Rentals		
Location	# of Units	Type of Rental
West Snow King	8	Partial Studio Units - Town Preference
West Snow King	8	Partial Studio Units - *County Preference*
West Snow King	1	Hotel Unit - Current *County preference* but swaps with Town each 3 years
West Snow King	6	1BR Units - Town Preference
West Snow King	3	1BR Units *County Preference*
Town of Jackson	1	4BR Single Family Home
Town of Jackson	4	3BR single Family Homes
Town of Jackson	1	2BR Single Family Home
Town of Jackson	8	2BR Apartments
Town of Jackson	2	1BR Apartments
Town of Jackson	2	Studio Apartments
Bunkhouse	1	4BR bunkhouse for temp stays - 1 dedicated to Police
Total	**45**	
Town Primary Leased Rentals		
Location	# of Units	Type of Rental
Chatham Loop Victor ID	1	2BR Apartment
Sawmill Road Alpine WY	1	3BR Single Family Home
North Millward, Jackson WY	1	1BR Apartment
Town Creek 355 W Deloney E5, Jackson WY	1	2BR Apartment
Town Creek 355 W Deloney A5, Jackson WY	1	1BR Apartment
Moose Street, Jackson, WY	1	1BR Apartment
Virginian Lane 69-7, Jackson WY	1	1BR Apartment
Virginian Lane 55-4, Jackson WY	1	1BR Apartment
Canadian Drive, Jackson WY	1	3BR Single Family Home
Kelly Ave, Jackson, WY	1	1BR Apartment
Wildflower Court, Jackson WY	1	3BR Single Family Home
Aspen Drive, Jackson WY	1	Studio+Loft Apartment
Total	**12**	
Total Rental Units	**57**	
Less Units Assigned for County Preference	**-12**	
Total Rental Units Available for Town Employees	**45**	

The Town continues to research potential property purchase or development/redevelopment options as they arise. Development of an overall employee housing strategy was identified several years back as a staff priority and the intention is to begin working on development of such a strategy in the fall of 2025. Please reach out to staff with any questions.

<u>Temporary Sign Permit</u>

The Temporary Sign Permit for Council consideration at this meeting is:

- ✓ Jackson Hole Classical Academy requests to hang one temporary banner at 105 Buffalo Way (Albertson's) from February 22-31, 2025, to advertise their Admissions Season (P25-001).

Staff recommends approval of this request and with the approval of the Town Manager's report, staff will issue the Temporary Sign Permit as requested.

Tree City USA

The Town of Jackson has submitted its annual application for Tree City certification and it is attached to the Town Manager's Report. The Town has been a tree city for the past 11 years and a renewal application is required each year to the Wyoming State Forestry and Arbor Day Foundation that reflects the previous year's actions in alignment with the qualification requirements. Communities that earn Tree City USA recognition not only have taken the time to meet the four standards, they know that trees:

- Promote healthier communities by filtering the air we breathe by removing dust and other particles.
- Moderate climate, conserve water and provide vital habitat for wildlife.
- Reduce the heat island effect in urban areas caused by pavement and buildings.
- Reduce energy use and increase property values.

This designation shows our commitment to the Urban Forest, creates an avenue to educate the public on the value of trees in our community and identifies all the positive environmental impacts that trees can have on our ecosystem. Tree City USA designation is a valued status for our community that enables our citizens and local government the opportunity to align core values and set a standard for the care of our Urban Forest. Andy Erskine, Parks Superintendent with Parks and Recreation, handles the application on behalf of the Town of Jackson.

Arbor Day Foundation

2024 Tree City USA Application for Certification

The Tree City USA award is in recognition of work completed by the community during the 2024 calendar year.

PRIMARY CONTACT INFORMATION

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Jackson COMMUNITY INFORMATION

Select which best describes your community:
Community has both a Tree Board and a Department Chair/City Manager

Ordinance Date:
01/30/2011

Ordinance Uploaded

Per-capita Expenditure
$10.57

Arbor Day Date
05/11/2024

Arbor Day Proclamation Uploaded

As Mayor or Equivalent of the Community of Jackson

Mayor or Equivalent Signature	Title	Date
	Arne Jorgensen, Mayor	1/14/2025

Application Certification (to be Completed by the State Forester)

The above-named community has made formal application to this office. I am pleased to advise you that we reviewed the application and have concluded that, based on the information contained herein, said community is eligible to be certified as a Tree City USA community, for the 2024 calendar year, having in my opinion met the standards required for recognition.

State Forester Signature	Title	Date