

Regular Town Council Meeting

May 19, 2025

6:00 PM

Town Council Chambers

Chair: Jonathan Schechter

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/83190053246?pwd=5CaLm2FLTewnpq7qtOI33M7Tvt9H93.1>

Or join at zoom.com with Webinar ID: **831 9005 3246** and Password: **83001** or by phone: **+1 669 900 9128**

II. OPENING

- A. Call to Order and Roll Call
- B. Pledge of Allegiance
- C. Land Acknowledgement
- D. Announcements/Proclamations
 - 1. Mental Health Awareness Month
 - 2. Introduction of Hunter Stevenson, Street Operator

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. May 5, 2025 Regular Town Council Meeting
 - 2. May 6, 2025 Special Town Council Meeting
- B. Disbursements
- C. April Municipal Court Report
- D. Framework Agreement Template for Professional Engineering Services (Brian Lenz & Floren Poliseo)

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

- A. External Affairs

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.

1. Dissolution of the Equity Task Force (Susan Scarlata)
- B. Internal Services
 1. Special Malt Beverage Permits (Lynsey Lenamond)
- C. Planning & Building
 1. Demolition Permit DEM25-002 Located at 255 E. Pearl Ave. (Kelly Sluder & Paul Anthony)
 2. Scoping Report on Town Long Range Planning Amendments to the Town Land Development Regulations (PM25-001) (Paul Anthony)
- D. Public Works
 1. WYDOT Reconnaissance Report for Willow and Gill Streets Reconstruction Projects (Floren Poliseo)

VI. ORDINANCES

- A. Ordinance T: An Ordinance Regarding Fee Schedules Set by Resolution (Third Reading, to be designated Ordinance 1438)
- B. Ordinance V: CenturyLink Franchise Extension (Second Reading)

VII. MATTERS FROM MAYOR AND COUNCIL

- A. Board and Commission Reports
- B. Public Art Taskforce Appointment/Reappointments (Lynsey Lenamond)

VIII. MATTERS FROM THE TOWN MANAGER

- A. Town Manager's Report

IX. 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.

MENTAL HEALTH AWARENESS MONTH

Recognizing May 2025 as Mental Health Awareness Month

WHEREAS, the area that someone lives in plays a significant role in their overall health and well-being; and

WHEREAS, surroundings can impact if, how, and when a person’s needs are met, which in turn affects mental health; and

WHEREAS, 1 in 5 U.S. adults experience mental illness each year; and

WHEREAS, 1 in 6 U.S. youth have a mental health condition, but only ½ receive treatment; and

WHEREAS, in 2024 state rankings, Wyoming ranked as state #51, indicating a higher prevalence of mental illness and less access to care; and

WHEREAS, in 2023, 54% of Wyoming adult residents with mental illness did not receive treatment; and

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

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

THEREFORE, I, Jonathan Schechter, Mayor Pro Tempore of the Town of Jackson, do hereby proclaim May 2025 as Mental Health Awareness Month. I also call upon the citizens, government agencies, public and private institutions, businesses, and schools in Jackson to recommit our community to increasing awareness and understanding of mental health, the steps we all can take to protect our mental health, and the need for accessible services for all people with all stages of mental illnesses.

DATED THIS 19th DAY of MAY 2025.

TOWN OF JACKSON

ATTEST:

Jonathan Schechter, Mayor

Riley Hovorka, Town Clerk

Intro for Hunter Stevenson – Street Operator

Hunter Stevenson was born and raised in St. Louis Missouri. He moved to Jackson to start a new life with his family surrounded by nature. He enjoys a variety of outdoor activities. He loves to take part in his community and help wherever he can. He has a strong work ethic and takes on job's that he is very passionate about.

TOWN COUNCIL PROCEEDINGS - UNAPPROVED

MAY 5, 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 6:01 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, Kevin Regan, and Alyson Sperry.

STAFF: Tyler Sinclair, Roxanne Robinson, Lea Colasuonno, Floren Poliseo, Johnny Ziem, Brian Lenz, Krisi Malone, Paul Anthony, Tyler Valentine, Andrew Bowen, Win Furber, Sam Jewison, Eric Hiltbruner, Kevin Horchak, Jacob Normand, Sean Leonhard, Susan Scarlata, Lynsey Lenamond, Tracy Trefren, and Riley Hovorka. *Via Zoom*: Susan Scarlata.

The Pledge of Allegiance was led by Mayor Jorgensen. The Land Acknowledgement was read by Mayor Jorgensen. Mayor Jorgensen proclaimed National Tennis Month, National Public Works Week, and National Police Week.

Public Comment. Alex Viveros made public comment.

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

A. **Meeting Minutes.** To approve meeting minutes from April 15, 2025 Regular Town Council Workshop and April 21, 2025 Regular Town Council Meeting.

B. **Disbursements.** To approve the disbursements as presented. 842-NCPERS GROUP WYOMING \$80.00; ACE HARDWARE \$846.44; ADVANCED CONCRETE SOLUTIONS \$1,200.00; ADVANCED NETWORK MANAGEMENT, INC. \$8,446.94; AFLAC \$1,647.35; ALPHAGRAPHICS \$583.31; AMAZON \$3,096.72; ANGEL ARMOR \$9,902.65; ANTLER MOTEL, INC. \$4,567.50; AT&T \$357.68; BIG R RANCH & HOME \$115.99; BLUEBEAM, INC \$2,850.00; CARQUEST AUTO PARTS INC. \$114.64; CENTURYLINK \$4,096.38; CONRAD & BISCHOFF INC. \$28,718.37; CONTROL SYSTEM TECHNOLOGY, INC. \$4,077.00; COPYWORKS, LLC \$250.00; CORE & MAIN LP \$10,042.74; DAWSON INFRASTRUCTURE SOLUTIONS \$8,233.61; DEAN, DEREK \$100.00; DELTA DENTAL PLAN OF WYOMING \$7,129.99; DEX IMAGING \$41.37; DIVISION OF CHILD SUPPORT ENFORCEMENT \$509.23; DOOLEY ENTERPRISES, INC \$542.32; DYNAMIC CONTROLS, LLC \$4,676.00; E.R. OFFICE EXPRESS \$1,897.06; ELAN ONE CARD \$25,364.12; ENERGY LABORATORIES INC. \$516.00; FALL RIVER RURAL ELECTIC \$99.35; FERGUSON ENTERPRISES, INC \$8.74; FIRE SERVICES OF IDAHO \$14,482.61; FLEETPRIDE \$59.36; FLORES, JUANITA \$240.00; FOSTER, KYLE \$90.64; GILLIG LLC \$8,638.93; GREENWAY PAINTING LLC \$2,883.64; HD FOWLER COMPANY \$1,799.23; HIGH COUNTRY LINEN \$1,466.03; HOLE FOOD RESCUE \$6,250.00; HORCHAK, KEVIN \$90.64; ICMA MEMBERSHIP \$1,200.00; IDAHO STATE TAX COMMISSION \$6,270.00; INNOVATIVE SERVICE LLC \$13,298.45; INTERSTATE BATTERY \$239.95; JACKSON DOWNTOWNER, LLC \$126,748.74; JACKSON GROUP LOCKBOX \$676.79; JACKSON HOLE CENTER FOR GLOBAL AFFAIRS \$2,500.00; JACKSON HOLE COMMUNITY HOUSING \$12,500.00; JACKSON HOLE NEWS & GUIDE \$1,997.00; JACKSON LUMBER INC \$12.56; JESUS GARCIA BUILDERS LLC \$121.00; JH20 WATER CONDITIONING & FILTRATION \$85.00; LANCASTER, JUSTIN \$473.00; LEONARD PETROLEUM EQUIPMENT \$77.20; LEPCO \$16,157.14; LOCAL GOV'T LIABILITY POOL \$50,000.00; MD NURSERY & LANDSCAPING INC \$798.28; METROQUIP INC \$1,022.73; MID-AMERICA RESEARCH CHEMICAL \$483.03; MOTOR COACH INDUSTRIES \$6,075.00; NAPA AUTO PARTS INC. \$897.47; NELSON ENGINEERING \$31,282.99; PALAZZOLO, MICHAEL \$77.83; PERFORM PRINTING LLC \$252.75; POINT S REXBURG \$823.92; PREMIER TRUCK- SALT LAKE CITY \$2,009.28; ROCKY MOUNTAIN CHAPTER FBINAA \$500.00; ROGERS, BILLY \$740.00; SALT CITY SALES \$171.66; SHERVIN'S INDEPENDENT OIL \$143.10; SHERWIN-WILLIAMS CO. \$67.90; SILVER CREEK SUPPLY \$26.76; SPECTRUM \$200.00; SPRING CREEK ANIMAL HOSPITAL \$802.25; STANDARD INSURANCE COMPANY \$11,074.50; START FRESH CLEANING SERVICES LLC \$670.20; STEPHENS, TALON \$77.83; SWICEGOOD, WYATT \$473.00; TETON COUNTY CLERK \$47,025.32; TETON COUNTY INTEGRATED SOLID WASTE/RECY \$129.00; TETON COUNTY PUBLIC HEALTH \$200.00; TETON COUNTY SHERIFF'S-JAIL \$5,075.00; TETON COUNTY TREASURER \$79,111.03; TETON MOTORS INC \$511.60; TETON YOUTH & FAMILY SERVICES \$140,000.00; THE TIRE RACK, INC. \$2,534.12; THYSSEN KRUPP ELEVATOR CORP. \$39,940.04; TMSC LLC \$17,459.17; UCM DIGITAL HEALTH, INC \$864.50; VERIZON WIRELESS \$10,297.24; VILLARREAL \$1,900.00; VISION SERVICE PLAN - (WY) \$1,903.51; WEST COAST

CODE CONSULTANTS \$1,805.00; WESTERN CHARTERS AND TOURS, LLC \$33,020.00; WESTERN STATE \$96.66; WESTWOOD CURTIS \$623,883.05; WHEELER TANK TESTING, INC. \$2,045.00; WY WORKERS' SAFETY & COMP \$24,834.91; WYOMING DEPARTMENT OF EMPLOYM \$55,869.05; WYOMING FIRST AID & SAFETY \$160.02; WYOMING IMMIGRANT ADVOCACY \$3,750.00; WYOMING RETIREMENT SYSTEM \$197,304.20; ZENSAI US INC \$13,406.40

- C. **Contract Award for Bear Resistant Trash Cans.** To award the contract for Bear-Resistant Trash Cans to Compumetric Engineering.
- D. **Agreement for Records Processing Software.** To conditionally approve the Terms of Service and Subscription Order contracts with Logik Systems, Inc., dba Logikcull.
- E. **Termination Option Agreement for Sagebrush Apartments.** To approve the Termination and Release of Notice of Default, Right to Cure & Option Agreement, subject to minor changes by staff.
- F. **Teton County Landfill/Transfer Station Request for Town Sewer Services and Connection and Use Agreement (E25-0028).** To: 1) Approve the Teton County School District's request to add the Teton County Landfill/Transfer Station to its service area for sewer collection and treatment services subject to the conditions of approval set forth in this staff report; and 2) Approve the Connection and Use Agreement and authorize the Mayor to execute the Agreement as approved by the Town Engineer and Town Attorney; and, 3) Waive the application, permit, and processing fees for this application.
- G. **ARPA LG-1414 Grant Distribution Request #2 for Flat Creek Apartments.** To approve and authorize the Mayor to sign the ARPA LG-1414 Grant Draft Request for \$314,065.83.

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

Condominium Plat of Lot 100, Glenwood Adjustment Addition (P25-013). Andrew Bowen made staff comment. Council held discussion with staff. There was no public comment. A motion was made by Alyson Sperry and seconded by Devon Viehman to approve a Condominium Plat of Lot 100, Glenwood Adjustment Addition at the property addressed at 165 N Glenwood Street, subject to the departmental reviews attached hereto. Mayor Jorgensen called for the vote. The vote showed all in favor. The motion carried.

Replat between Lots 5 and 6, Block 6, of The Glenwood Condominium Addition (P25-005). Andrew Bowen made staff comment. Council held discussion with staff. There was no public comment. A motion was made by Devon Viehman to approve a Boundary Adjustment between Lots 5 and 6, Block 6, of The Glenwood Condominium Addition, Town of Jackson at the property addressed as 165 N Glenwood Street, subject to the departmental reviews attached hereto and this staff report dated May 5, 2025. Motion died for lack of a second. The motion was withdrawn by the motion maker. The item was continued to the Matters from Mayor and Council section of the agenda.

Sketch Plan for a +/- 190,000 sf (habitable) Mixed-Use Hotel and Condominium Development along North Cache (P24-170). Paul Anthony and Tyler Valentine made staff comment. Council held discussion with staff. Brad Wagstaff, Randy Schroder, and Stefan Fodor spoke on behalf of Mogul Capital.

Council recessed 7:54 p.m. and reconvened at 8:01 p.m.

Discussion continued. Suzie Kellams Dominick, Phil Powers, and Margie Lynch made public comment. A motion was made by Devon Viehman and seconded by Jonathan Schechter to continue Sketch Plan for a +/- 190,000 sf (habitable) Mixed-Use Hotel and Condominium Development along North Cache (P24-170) to a special Town Council meeting at 9:00am on May 14, 2025. Mayor Jorgensen called for the vote. The vote showed all in favor. The motion carried.

Council recessed at 9:28 p.m. and reconvened at 9:37 p.m.

Scoping Report to Discuss Long Range Planning Amendments to the Town Land Development Regulations (PM25-001). A motion was made by Devon Viehman and seconded by Alyson Sperry to

continue item PM25-001 to the next available meeting. Mayor Jorgensen called for the vote. The vote showed all in favor. The motion carried.

Special Malt Beverage Permits. A motion was made by Alyson Spery and seconded by Devon Viehman to continue special malt beverage permits to the next available meeting. Mayor Jorgensen called for the vote. The vote showed all in favor. The motion carried.

Resolution 25-08. Kelly Thompson made staff comment. There was no public comment. A motion was made by Jonathan Schechter and seconded by Kevin Regan to approve Resolution 25-08 adopting amendments to the fiscal year 2025 budget as presented. Mayor Jorgensen called for the vote. The vote showed all in favor. The motion carried.

Resolution 25-09. Lynsey Lenamond made staff comment. Council held discussion with staff. There was no public comment. A motion was made by Jonathan Schechter and seconded by Devon Viehman to approve Resolution 25-09 authorizing the Jackson-Teton County Animal Shelter to apply to the Community Foundation of Jackson Hole’s Old Bill’s Fun Run 2025. Mayor Jorgensen called for the vote. The vote showed all in favor. The motion carried.

Resolution 25-10. Lynsey Lenamond made staff comment. Council held discussion with staff. There was no public comment. A motion was made by Jonathan Schechter and seconded by Alyson Spery to approve Resolution 25-10 authorizing Jackson-Teton County Victim Services to apply to the Community Foundation of Jackson Hole’s Old Bill’s Fun Run 2025. Mayor Jorgensen called for the vote. The vote showed all in favor. The motion carried.

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

Ordinance T. An Ordinance Regarding Fee Scheduled Set by Resolution.

AN ORDINANCE AMENDING SECTION 1.01.120, FEE SCHEDULES ALLOWED TO BE CHANGED BY RESOLUTION SUBJECT TO PUBLIC HEARING, , OF TITLE 1, GENERAL PROVISIONS, OF THE MUNICIPAL CODE OF THE TOWN OF JACKSON, WYOMING.

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

There was no public comment. A motion was made by Jonathan Schechter and seconded by Alyson Spery to approve Ordinance T, an ordinance regarding fee schedules set by resolution, on second reading as presented. Mayor Jorgensen called for the vote. The vote showed all in favor. The motion carried.

Ordinance V. An Ordinance Extending 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, IN REGULAR SESSION DULY ASSEMBLED, THAT:

There was no public comment. A motion was made by Jonathan Schechter and seconded by Kevin Regan to approve Ordinance V, an ordinance granting an extension of the current CenturyLink Franchise to July 31, 2025, on first reading. Mayor Jorgensen called for the vote. The vote showed all in favor. The motion carried.

Public Art Taskforce Appointment/Reappointments. This item was continued.

Replat between Lots 5 and 6, Block 6, of The Glenwood Condominium Addition (P25-005). Paul Anthony made staff comment. Council held discussion with staff. Matt Kim Miller commented on behalf of the applicant. A motion was made by Jonathan Schechter and seconded by Alyson Spery to approve a Boundary Adjustment between Lots 5 and 6, Block 6, of The Glenwood Condominium Addition, Town of Jackson at the property addressed as 165 N Glenwood Street, subject to the

departmental reviews attached hereto and this staff report dated May 5, 2025. Mayor Jorgensen called for the vote. The vote showed all in favor. The motion carried.

Matters from Mayor and Council. There was no additional discussion.

Town Manager’s Report. Tyler Sinclair made staff comment. The Town Manager’s report contained updates on Teton County’s new Dark Sky Community certification. A motion was made by Jonathan Schechter and seconded by Alyson Sperry to approve the Town Manager’s Report. 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 9:54 p.m.

TOWN OF JACKSON

ATTEST:

Arne O. Jorgensen, Mayor

Riley Hovorka, Town Clerk

Minutes: rh. Publish JH News & Guide: May 14, 2025

TOWN COUNCIL PROCEEDINGS – UNAPPROVED

MAY 6, 2025

JACKSON, WYOMING

The Jackson Town Council met in special session in the Town Hall Council Chambers, located at 150 East Pearl in Jackson, at 1:31 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, Kevin Regan, and Alyson Sperry.

STAFF: Tyler Sinclair, Roxanne Robinson, Lea Colasuonno, Kelly Thompson, Floren Poliseo, Paul Anthony, Bruce Abel, Lynsey Lenamond, and Riley Hovorka.

Planning Commission Interviews. Council interviewed Georgie Stanley and Zach Padilla. Council held discussion.

Executive Session. A motion was made by Kevin Regan and seconded by Jonathan Schechter to recess to executive session to discuss personnel matters in accordance with Wyoming Statute 16-4-405(a)(ii). Mayor Jorgensen called for the vote. The vote showed all in favor. The motion carried.

Council recessed to executive session at 2:15 p.m. and reconvened at 2:54 p.m.

Council held discussion. Lea Colasuonno made staff comment. Mayor Jorgensen nominated Georgie Stanley to the Planning Commission/Board of Adjustment for a three-year term, expiring April 30, 2028. A motion was made by Jonathan Schechter and seconded by Alyson Sperry to consent to the appointment of Georgie Stanley to the Planning Commission/Board of Adjustment for a three-year term, expiring April 30, 2028. Mayor Jorgensen appointed Georgie Stanley to the Planning Commission/Board of Adjustment for a three-year term, expiring April 30, 2028.

FY26 Budget Overview. Tyler Sinclair, Lynsey Lenamond, and Roxanne Robinson made staff comment. Council held discussion with staff. There was no public comment. No motions were made.

Adjourn. A motion was made by Kevin Regan and seconded by Jonathan Schechter to adjourn. Mayor Jorgensen called for the vote. The vote showed all in favor. The motion carried. The meeting adjourned at 5:07p.m.

TOWN OF JACKSON

ATTEST:

Arne O. Jorgensen, Mayor

Riley Hovorka, Town Clerk

Minutes: rt. Publish JH News & Guide: May 14, 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
6634	107 WEST DESIGN, LLC	25-02	NORTH KING NORTH	04/25/2025	6,000.00	.00	
Total 6634:					6,000.00	.00	
7523	A43 ARCHITECTURE	2509-0425	675 E HANSON PROJECT	05/05/2025	243.75	.00	
Total 7523:					243.75	.00	
51	ACE HARDWARE	902579	SHOVEL	04/08/2025	19.99	.00	
51	ACE HARDWARE	902814	RAKE	04/09/2025	19.99	.00	
51	ACE HARDWARE	903904	roller	04/21/2025	8.99	.00	
51	ACE HARDWARE	903990	ROPE PARACORD	04/22/2025	39.98	.00	
51	ACE HARDWARE	904123	MARKING PAINT	04/22/2025	11.99	.00	
51	ACE HARDWARE	904235	BUTCHER BLOCK OIL	04/23/2025	23.98	.00	
51	ACE HARDWARE	904349	MARKING PAINT	04/24/2025	23.98	.00	
51	ACE HARDWARE	904350	SCREWS	04/24/2025	16.27	.00	
51	ACE HARDWARE	904774	trash bags	04/29/2025	13.99	.00	
51	ACE HARDWARE	904813	BATTERIES	04/29/2025	34.98	.00	
51	ACE HARDWARE	905047	SCREWS	04/30/2025	3.78	.00	
51	ACE HARDWARE	905051	SCREWS	04/30/2025	9.96	.00	
51	ACE HARDWARE	905060	TAP CARDED	04/30/2025	6.99	.00	
51	ACE HARDWARE	905089	LOPPER METAL	05/01/2025	47.98	.00	
51	ACE HARDWARE	905106	SUPPLIES	05/01/2025	44.97	.00	
51	ACE HARDWARE	905285	MARKING PAINT	05/02/2025	169.49	.00	
51	ACE HARDWARE	905523	LAMP	05/05/2025	50.97	.00	
51	ACE HARDWARE	905706	CLOROX WIPES	05/06/2025	35.96	.00	
51	ACE HARDWARE	906125	water stain remover	05/09/2025	26.98	.00	
Total 51:					611.22	.00	
6900	ALDER ENVIRONMENTAL LLC	4701	THAW WELL #3	02/03/2025	201.25	.00	
Total 6900:					201.25	.00	
6524	ALPHAGRAPHICS	IX-462294	NAME PLAQUE	04/29/2025	28.00	.00	
6524	ALPHAGRAPHICS	IX-462406	SIGNAGE	05/06/2025	375.89	.00	
Total 6524:					403.89	.00	
5726	AMAZON	1FGD-VXW6-Y	FILTERS	05/05/2025	223.49	.00	
5726	AMAZON	1TV7-LHWQ-4	MATTRESS TOOL FOR VACUUM	04/30/2025	29.99	.00	
Total 5726:					253.48	.00	
7221	ANDERS GLASS AND TINT	1877	WINDSHIELD REPLACEMENT	04/23/2025	665.00	.00	
Total 7221:					665.00	.00	
4920	BEST BEST & KRIEGER	1022341	franchise renewals	02/28/2025	5,630.50	.00	
4920	BEST BEST & KRIEGER	1022342	wireless	02/28/2025	637.50	.00	
4920	BEST BEST & KRIEGER	1022343	silver star	02/28/2025	75.00	.00	
4920	BEST BEST & KRIEGER	1022344	charter cable franchise	02/28/2025	779.00	.00	
4920	BEST BEST & KRIEGER	1025589	silver star	03/31/2025	1,425.00	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
4920	BEST BEST & KRIEGER	1025590	charter cable franchise renewal	03/31/2025	2,476.50	.00	
4920	BEST BEST & KRIEGER	1028178	franchise renewal	04/30/2025	1,318.50	.00	
4920	BEST BEST & KRIEGER	1028179	silver star	04/30/2025	225.00	.00	
4920	BEST BEST & KRIEGER	1028180	charter cable franchise renewal	04/30/2025	306.00	.00	
Total 4920:					12,873.00	.00	
3500	BISON LUMBER	2504-873622	PREssure treated	04/22/2025	20.97	.00	
3500	BISON LUMBER	2504-873752	4x4 pressure treated	04/23/2025	41.94	.00	
3500	BISON LUMBER	2504-874057	LATH	04/25/2025	81.92	.00	
3500	BISON LUMBER	2504-874406	PLYWOOD	04/30/2025	89.98	.00	
Total 3500:					234.81	.00	
1560	BLUE SPRUCE CLEANERS,INC	050125	DRY CLEANING PD	05/01/2025	305.35	.00	
Total 1560:					305.35	.00	
7039	BLUEBEAM, INC	2337873	SUBSCRIPTION FEE	05/01/2025	1,560.00	.00	
Total 7039:					1,560.00	.00	
7394	BOLAND, ANITA	60125	350 N Millward - June Rent	06/01/2025	2,263.80	.00	
Total 7394:					2,263.80	.00	
6727	BRIGGS, ERIC L	35947	STAR BIT	05/01/2025	158.39	.00	
6727	BRIGGS, ERIC L	35948	ACPR1234YF	05/01/2025	1,741.73	.00	
Total 6727:					1,900.12	.00	
7077	BURKHOLDER, SHAWN	60125	130 E Kelly ♦ June Rent	06/01/2025	2,039.63	.00	
Total 7077:					2,039.63	.00	
5	CARQUEST AUTO PARTS INC.	6090-685901	FUNNEL	04/30/2025	24.82	.00	
Total 5:					24.82	.00	
102	CASELLE INC.	140613	CONTRACT SUPPORT	05/01/2025	1,973.00	.00	
Total 102:					1,973.00	.00	
544	CENTURYLINK	732732230 042	ACCOUNT 75912352	04/20/2025	118.75	.00	
Total 544:					118.75	.00	
7089	CHARLIE'S PLUMBING OF JH	14531	100 SNOW KING AVE	05/05/2025	325.00	.00	
7089	CHARLIE'S PLUMBING OF JH	14546	250 N CACHE	05/05/2025	525.00	.00	
Total 7089:					850.00	.00	
5375	CHITWOOD, JESSICA	050825	TRAVEL EXPENES	05/08/2025	170.00	.00	
Total 5375:					170.00	.00	
7644	CMI	2952	PAINT ICE RINK	05/01/2025	10,000.00	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 7644:					10,000.00	.00	
69	COMMUNITY ENTRY SERVICES	043025	4th QUARTER	04/30/2025	45,000.00	.00	
Total 69:					45,000.00	.00	
7500	CONWAY, LARS	60125	145 Moose - June Rent	06/01/2025	2,500.00	.00	
Total 7500:					2,500.00	.00	
1691	CORE & MAIN LP	C793465	COPPERHORN	04/08/2025	243.66	.00	
Total 1691:					243.66	.00	
3001	CREATIVE ENERGIES, LLC	10803	SERVICE LABOR	04/30/2025	4,880.00	.00	
Total 3001:					4,880.00	.00	
4918	DEAN'S PEST CONTROL LLC	100374	RODENT CONTROL	04/11/2025	60.00	.00	
4918	DEAN'S PEST CONTROL LLC	100403	RODENT CONTROL	04/22/2025	100.00	.00	
4918	DEAN'S PEST CONTROL LLC	98264	RODENT CONTROL	01/28/2025	100.00	.00	
4918	DEAN'S PEST CONTROL LLC	99926	RODENT CONTROL	04/08/2025	110.00	.00	
Total 4918:					370.00	.00	
5028	DECKERS AUTO CARE	IRSW008144	WINDSHIELD	04/29/2025	162.96	.00	
5028	DECKERS AUTO CARE	IRSW008243	WINDSHIELD	04/29/2025	166.33	.00	
5028	DECKERS AUTO CARE	IRSW008268	WINDSHIELD	05/01/2025	141.29	.00	
Total 5028:					470.58	.00	
3881	DEX IMAGING	AR13194474	CONTRACT COPIER	04/25/2025	383.65	.00	
Total 3881:					383.65	.00	
6883	DIVISION OF CHILD SUPPORT	050125	DCSE CASE #0005405448	05/01/2025	509.23	509.23	05/02/2025
Total 6883:					509.23	509.23	
2175	DIVISION OF VICTIM SERVICES	050525	Crime Victim SurchAGE	05/05/2025	300.00	.00	
Total 2175:					300.00	.00	
3408	E.R. OFFICE EXPRESS	23277	LEGAL PAPER	05/01/2025	43.30	.00	
Total 3408:					43.30	.00	
6092	ENERGY 1	601349	HOME RANCH VISITOR CENTE	04/16/2025	2,687.79	.00	
Total 6092:					2,687.79	.00	
1134	ENERGY LABORATORIES INC.	703305	EFFLUENT	04/24/2025	233.00	.00	
1134	ENERGY LABORATORIES INC.	703996	EFFLUENT	04/29/2025	172.00	.00	
Total 1134:					405.00	.00	
6552	ETNA TRADE PARK LLC	60125	Star Valley Bus Storage - June Re	06/01/2025	4,062.00	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 6552:					4,062.00	.00	
4294	FIRE SERVICES OF IDAHO	12615266	D33	04/28/2025	2,245.00	.00	
Total 4294:					2,245.00	.00	
7124	FLAT CREEK APARTMENTS, LL	2025-01	SNOW REMOVAL REIMBURSEM	05/08/2025	14,675.36	.00	
Total 7124:					14,675.36	.00	
4709	FLEETPRIDE	125250475	PARKING STATION	04/24/2025	462.24	.00	
4709	FLEETPRIDE	125271942	CARTRIDGE	04/25/2025	2,801.70	.00	
Total 4709:					3,263.94	.00	
6146	FRONTIER FENCE INC	1557	PRIVACY FENCE AT START	05/02/2025	5,500.00	.00	
Total 6146:					5,500.00	.00	
7645	FUNDAMENTALS LEARNING CE	050825	DAYCARE FOR PERLA MARTIN	05/08/2025	700.00	.00	
Total 7645:					700.00	.00	
5874	GABLE, MICHAEL	042925	DOT PHYSICAL	04/29/2025	80.00	.00	
Total 5874:					80.00	.00	
4212	GILLIG LLC	41297140	PANEL, FENDER	04/16/2025	629.95	.00	
4212	GILLIG LLC	41299930	SPRING	04/23/2025	3,870.85	.00	
4212	GILLIG LLC	41300959	FILTER	04/25/2025	800.40	.00	
Total 4212:					5,301.20	.00	
7497	GRIFFITH PARTNERSHIP LLC	60125	120 Aspen Drive - June Rent	06/01/2025	1,750.00	.00	
7497	GRIFFITH PARTNERSHIP LLC	60125	126 Aspen Dr - June Rent	06/01/2025	1,600.00	.00	
Total 7497:					3,350.00	.00	
6551	GWALTNEY, WOODROW	050125	WORK BOOTS	05/01/2025	100.00	.00	
Total 6551:					100.00	.00	
7169	HAWLEY, FLAVIANNA	42525	SAFETY BOOTS	04/25/2025	96.83	.00	
Total 7169:					96.83	.00	
4988	HD FOWLER COMPANY	I6985155	WATER PARTS	04/24/2025	1,381.87	.00	
4988	HD FOWLER COMPANY	I6985156	VALVE BOX RISERS	04/25/2025	855.00	.00	
4988	HD FOWLER COMPANY	I6989220	WATER SUPPLIES	04/28/2025	168.47	.00	
Total 4988:					2,405.34	.00	
96	HIGH COUNTRY LINEN	0498775	fACILITY	04/10/2025	9.77	.00	
96	HIGH COUNTRY LINEN	0498775	STREET	04/10/2025	19.71	.00	
96	HIGH COUNTRY LINEN	0498775	WATER	04/10/2025	20.53	.00	
96	HIGH COUNTRY LINEN	0498775	ADMIN	04/10/2025	6.65	.00	
96	HIGH COUNTRY LINEN	0498775	WWTP	04/10/2025	13.30	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
96	HIGH COUNTRY LINEN	0498775	SEWER	04/10/2025	15.75	.00	
96	HIGH COUNTRY LINEN	0498775	ADMIN	04/10/2025	6.65	.00	
96	HIGH COUNTRY LINEN	0498775	BUILD MAINT	04/10/2025	60.22	.00	
96	HIGH COUNTRY LINEN	0498775	fACILITY	04/10/2025	.01-	.00	
96	HIGH COUNTRY LINEN	0499312	MATS @ HOME RANCH	04/14/2025	23.45	.00	
96	HIGH COUNTRY LINEN	0499833	WWTP	04/17/2025	13.30	.00	
96	HIGH COUNTRY LINEN	0499833	WATER	04/17/2025	20.53	.00	
96	HIGH COUNTRY LINEN	0499833	sEWER	04/17/2025	15.75	.00	
96	HIGH COUNTRY LINEN	0499833	BUILD MAINT	04/17/2025	22.83	.00	
96	HIGH COUNTRY LINEN	0499833	STREET	04/17/2025	13.06	.00	
96	HIGH COUNTRY LINEN	0499833	ADMIN	04/17/2025	6.65	.00	
96	HIGH COUNTRY LINEN	0499833	ADMIN	04/17/2025	6.65	.00	
96	HIGH COUNTRY LINEN	0499833	FACILITY	04/17/2025	9.76	.00	
96	HIGH COUNTRY LINEN	0500700	MATS @ TOWN HALL	04/23/2025	308.79	.00	
96	HIGH COUNTRY LINEN	0501263	MATS @ HOME RANCH	04/28/2025	53.45	.00	
96	HIGH COUNTRY LINEN	0501617	MATS @ WWTP	04/30/2025	41.47	.00	
96	HIGH COUNTRY LINEN	S0500714	VAC BAGS	04/23/2025	21.99	.00	
96	HIGH COUNTRY LINEN	S0501358	CLEANING SUPPLIES @ START	04/28/2025	135.00	.00	
Total 96:					845.25	.00	
7064	HUB INTERNATIONAL	4082871	1095 FILING	04/11/2025	2,211.50	.00	
Total 7064:					2,211.50	.00	
3323	IDAHO TRAFFIC SAFETY, INC.	229160	SIGNAGE	05/05/2025	922.50	.00	
Total 3323:					922.50	.00	
7643	IHF ENTERPRISES LLC	050725	BUSINESS LICENSE REFUND	05/07/2025	81.00	.00	
Total 7643:					81.00	.00	
6720	IMMIGRANT HOPE	050725	PAYMENT	05/07/2025	2,000.00	.00	
Total 6720:					2,000.00	.00	
106	INTERSTATE BATTERY	950005526	BATTERIES	04/28/2025	501.85	.00	
Total 106:					501.85	.00	
6954	IVY OUTDOOR SERVICES LLC	0000134	APRIL BUS ROUTE TRASH	05/01/2025	1,296.00	.00	
6954	IVY OUTDOOR SERVICES LLC	0000135	APRIL TRASH	05/01/2025	7,252.50	.00	
Total 6954:					8,548.50	.00	
7163	JACKSON GROUP LOCKBOX	693927IF	FILTER FUEL AND WATER	04/15/2025	333.69	333.69	04/30/2025
7163	JACKSON GROUP LOCKBOX	694455IF	FILTERS	04/22/2025	334.71	.00	
7163	JACKSON GROUP LOCKBOX	694571IF	FILTERS	04/23/2025	279.04	.00	
7163	JACKSON GROUP LOCKBOX	CM694571IF	CREDIT	04/27/2025	61.86-	.00	
Total 7163:					885.58	333.69	
67	JACKSON HOLE HISTORICAL S	050725	4TH QUARTER PAYMENT	05/07/2025	7,218.75	.00	
67	JACKSON HOLE HISTORICAL S	790004408054	POSTAGE	04/29/2025	2,177.51	.00	
Total 67:					9,396.26	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
6474	JACKSON HOLE LAW, PC	2535	APRIL LEGAL SERVICES	04/30/2025	3,505.00	.00	
Total 6474:					3,505.00	.00	
131	JACKSON HOLE NEWS & GUID	373805	AD#434867	01/15/2025	570.00	.00	
131	JACKSON HOLE NEWS & GUID	373806	AD#434866	01/15/2025	171.00	.00	
131	JACKSON HOLE NEWS & GUID	374044	AD#435221	01/29/2025	114.00	.00	
131	JACKSON HOLE NEWS & GUID	374045	AD#435222	01/29/2025	617.50	.00	
131	JACKSON HOLE NEWS & GUID	374046	AD#435223	01/29/2025	80.75	.00	
131	JACKSON HOLE NEWS & GUID	374360	AD#435360	02/05/2025	80.00	.00	
131	JACKSON HOLE NEWS & GUID	374361	AD#435361	02/05/2025	85.00	.00	
131	JACKSON HOLE NEWS & GUID	374362	AD#435371	02/05/2025	190.00	.00	
131	JACKSON HOLE NEWS & GUID	374509	AD#435544	02/12/2025	195.00	.00	
131	JACKSON HOLE NEWS & GUID	374510	AD#435545	02/12/2025	225.00	.00	
131	JACKSON HOLE NEWS & GUID	374872	AD#435792	02/26/2025	115.00	.00	
131	JACKSON HOLE NEWS & GUID	374873	AD#435791	02/26/2025	110.00	.00	
131	JACKSON HOLE NEWS & GUID	374874	AD#435790	02/26/2025	145.00	.00	
131	JACKSON HOLE NEWS & GUID	375339	AD#326103	03/12/2025	505.00	.00	
131	JACKSON HOLE NEWS & GUID	375340	AD#436102	03/12/2025	230.00	.00	
131	JACKSON HOLE NEWS & GUID	375343	AD#435929	03/12/2025	200.00	.00	
131	JACKSON HOLE NEWS & GUID	376673	AD 437384	04/30/2025	40.00	.00	
131	JACKSON HOLE NEWS & GUID	376766	AD#433970	04/30/2025	678.60	.00	
131	JACKSON HOLE NEWS & GUID	376866	AD#437398	04/30/2025	240.00	.00	
131	JACKSON HOLE NEWS & GUID	376867	AD#437397	04/30/2025	240.00	.00	
131	JACKSON HOLE NEWS & GUID	377015	AD#437550	05/07/2025	456.00	.00	
131	JACKSON HOLE NEWS & GUID	377016	AD#437221	05/07/2025	240.00	.00	
Total 131:					5,527.85	.00	
114	JACKSON LUMBER INC	0001085260-0	TAPE	04/28/2025	65.00	.00	
Total 114:					65.00	.00	
139	JORGENSEN ASSOCIATES, PC	55527	22182 MILLWARD	02/04/2025	1,331.70	.00	
139	JORGENSEN ASSOCIATES, PC	55954	PROJECT 18047 GREGORY LA	04/18/2025	504.25	.00	
139	JORGENSEN ASSOCIATES, PC	55955	PROJECT 18047 GREGORY LA	04/18/2025	6,312.00	.00	
139	JORGENSEN ASSOCIATES, PC	55955	PROJECT 18047 GREGORY LA	04/18/2025	6,312.00	.00	
139	JORGENSEN ASSOCIATES, PC	55955	PROJECT 18047 GREGORY LA	04/18/2025	6,312.00	.00	
Total 139:					20,771.95	.00	
5537	KEENAN, PETER	60125	Virginian 55-4 - June Rent	06/01/2025	2,357.50	.00	
Total 5537:					2,357.50	.00	
7112	KJ'S SERVICES INVESTMENTS	60125	Alpine - June Internet	06/01/2025	35.00	.00	
7112	KJ'S SERVICES INVESTMENTS	60125	Alpine - June Rent	06/01/2025	2,940.00	.00	
Total 7112:					2,975.00	.00	
7236	LEGEND HYDROVACING, INC	41725	SEWER PLANT	04/17/2025	6,350.00	.00	
Total 7236:					6,350.00	.00	
2224	LOCAL GOV'T LIABILITY POOL	15952	CONTRIBUTION FEE FY 25 STA	05/02/2025	2,500.00	.00	
Total 2224:					2,500.00	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
156	LOWER VALLEY ENERGY INC	60125	355 W Deloney E5 - June Rent	06/01/2025	3,000.00	.00	
156	LOWER VALLEY ENERGY INC	92050-002 04-	3150 S ADAMS CANYON DR, JA	04/30/2025	259.48	259.48	05/08/2025
156	LOWER VALLEY ENERGY INC	92050-003 04-	SPRUCE DR PUMP HOUSE, JA	04/30/2025	305.14	305.14	05/08/2025
156	LOWER VALLEY ENERGY INC	92050-008 04-	CEMETERY, JACKSON, WY 20	04/30/2025	18.27	18.27	05/08/2025
156	LOWER VALLEY ENERGY INC	92050-010 04-	ELY SPRINGS RD WELL 6,7,8, J	04/30/2025	599.27	599.27	05/08/2025
156	LOWER VALLEY ENERGY INC	92050-014 04-	135 E BROADWAY AVE HEAT TA	04/30/2025	19.90	19.90	05/08/2025
156	LOWER VALLEY ENERGY INC	92050-017 04-	WASTE WATER TRTMT INTERM	04/30/2025	28.00	28.00	05/08/2025
156	LOWER VALLEY ENERGY INC	92050-019 04-	RANGEVIEW DR LIFT PUMP CO	04/30/2025	98.28	98.28	05/08/2025
156	LOWER VALLEY ENERGY INC	92050-021 04-	150 E PEARL AVE, JACKSON, W	04/30/2025	1,411.65	1,411.65	05/08/2025
156	LOWER VALLEY ENERGY INC	92050-024 04-	1605 BERGER LN SEWER LIFT	04/30/2025	23.10	23.10	05/08/2025
156	LOWER VALLEY ENERGY INC	92050-025 04-	450 W SNOW KING AVE NEW S	04/30/2025	644.65	644.65	05/08/2025
156	LOWER VALLEY ENERGY INC	92050-026 04-	450 W SNOW KING AVE SHOP, J	04/30/2025	232.05	232.05	05/08/2025
156	LOWER VALLEY ENERGY INC	92050-044 04-	610 SNOW KING DR ESTATES B	04/30/2025	214.23	214.23	05/08/2025
156	LOWER VALLEY ENERGY INC	92050-047 04-	WASTE WATER TRTMT UV BLD	04/30/2025	38.00	38.00	05/08/2025
156	LOWER VALLEY ENERGY INC	92050-049 04-	WASTE WATER TRTMT PTB 545	04/30/2025	11,785.60	11,785.60	05/08/2025
156	LOWER VALLEY ENERGY INC	92050-050 04-	2 MG TANK, JACKSON, WY 200	04/30/2025	22.31	22.31	05/08/2025
156	LOWER VALLEY ENERGY INC	92050-051 04-	WELL #5 KARNs MEADOW DR,	04/30/2025	2,085.89	2,085.89	05/08/2025
156	LOWER VALLEY ENERGY INC	92050-052 04-	675 E BROADWAY AVE WELL #1	04/30/2025	2,628.27	2,628.27	05/08/2025
156	LOWER VALLEY ENERGY INC	92050-053 04-	WELLS #2 & #3, JACKSON, WY	04/30/2025	312.17	312.17	05/08/2025
156	LOWER VALLEY ENERGY INC	92050-054 04-	CITY WELL ELK REF 1, JACKSO	04/30/2025	15.86	15.86	05/08/2025
156	LOWER VALLEY ENERGY INC	92050-055 04-	CITY WELL ELK REF 2, JACKSO	04/30/2025	29.48	29.48	05/08/2025
156	LOWER VALLEY ENERGY INC	92050-056 04-	CITY WELL ELK REF 3, JACKSO	04/30/2025	55.32	55.32	05/08/2025
156	LOWER VALLEY ENERGY INC	92050-059 04-	440 W SNOW KING AVE POLICE	04/30/2025	139.66	139.66	05/08/2025
156	LOWER VALLEY ENERGY INC	92050-060 04-	400 W SNOW KING AVE S GAR,	04/30/2025	565.47	565.47	05/08/2025
156	LOWER VALLEY ENERGY INC	92050-061 04-	400 W SNOW KING AVE PUBLIC	04/30/2025	647.09	647.09	05/08/2025
156	LOWER VALLEY ENERGY INC	92050-074 04-	CRABTREE LN THAW WELL #2,	04/30/2025	27.41	27.41	05/08/2025
156	LOWER VALLEY ENERGY INC	92050-075 04-	HIGH SCHOOL RD THAW WELL	04/30/2025	25.58	25.58	05/08/2025
156	LOWER VALLEY ENERGY INC	92050-077 04-	685 E HANSEN AVE, JACKSON,	04/30/2025	110.96	110.96	05/08/2025
156	LOWER VALLEY ENERGY INC	92050-078 04-	145 W HANSEN AVE FRONT, JA	04/30/2025	159.74	159.74	05/08/2025
156	LOWER VALLEY ENERGY INC	92050-079 04-	145 W HANSEN AVE BACK, JAC	04/30/2025	133.15	133.15	05/08/2025
156	LOWER VALLEY ENERGY INC	92050-082 04-	400 W SNOW KING AVE E STOR	04/30/2025	258.02	258.02	05/08/2025
156	LOWER VALLEY ENERGY INC	92050-089 04-	685 E HANSEN AVE, JACKSON,	04/30/2025	58.04	58.04	05/08/2025
156	LOWER VALLEY ENERGY INC	92050-090 04-	955 MAPLE WAY, JACKSON, WY	04/30/2025	132.22	132.22	05/08/2025
156	LOWER VALLEY ENERGY INC	92050-092 04-	3150 S ADAMS CANYON DR ANI	04/30/2025	337.30	337.30	05/08/2025
156	LOWER VALLEY ENERGY INC	92050-102 04-	145 W HANSEN AVE FRONT, JA	04/30/2025	6.34	6.34	05/08/2025
156	LOWER VALLEY ENERGY INC	92050-105-382	MULTIPLE STREET LIGHTS	04/30/2025	2,792.36	2,792.36	05/08/2025
156	LOWER VALLEY ENERGY INC	92050-106 04-	940 SIMON LN, JACKSON, WY	04/30/2025	225.97	225.97	05/08/2025
156	LOWER VALLEY ENERGY INC	92050-114 04-3	210 N CACHE ST HOME RANCH	04/30/2025	294.41	294.41	05/08/2025
156	LOWER VALLEY ENERGY INC	92050-126 04-	SPRING WATER LN LIFT STATIO	04/30/2025	32.53	32.53	05/08/2025
156	LOWER VALLEY ENERGY INC	92050-127 04-	3337 S CODY CREEK DR LIFT S	04/30/2025	252.19	252.19	05/08/2025
156	LOWER VALLEY ENERGY INC	92050-131 04-	195 E DELONEY AVE RESTROO	04/30/2025	247.42	247.42	05/08/2025
156	LOWER VALLEY ENERGY INC	92050-132 04-	160 S MILLWARD ST PARKING	04/30/2025	1,809.40	1,809.40	05/08/2025
156	LOWER VALLEY ENERGY INC	92050-134 04-	160 S MILLWARD ST PARKING	04/30/2025	6.34	6.34	05/08/2025
156	LOWER VALLEY ENERGY INC	92050-334 04-	JOSEPHINE LOOP LOT 15 LIFT	04/30/2025	92.54	92.54	05/08/2025
156	LOWER VALLEY ENERGY INC	92050-341 04-	210 N CACHE ST HOME RANCH	04/30/2025	85.25	85.25	05/08/2025
156	LOWER VALLEY ENERGY INC	92050-345 04-	930 SIMON LN, JACKSON, WY	04/30/2025	153.02	153.02	05/08/2025
156	LOWER VALLEY ENERGY INC	92050-356 04-	55 KARNs MEADOW DR START	04/30/2025	3,346.14	3,346.14	05/08/2025
156	LOWER VALLEY ENERGY INC	92050-357 04-	55 KARNs MEADOW DR START	04/30/2025	1,348.64	1,348.64	05/08/2025
156	LOWER VALLEY ENERGY INC	92050-359 04-	MILLER PARK PARKING LOT CH	04/30/2025	211.59	211.59	05/08/2025
156	LOWER VALLEY ENERGY INC	92050-361 04-	625 W BROADWAY AVE NEW P	04/30/2025	216.67	216.67	05/08/2025
156	LOWER VALLEY ENERGY INC	92050-363 04-	455 VINE ST UTIL, JACKSON, W	04/30/2025	55.34	55.34	05/08/2025
156	LOWER VALLEY ENERGY INC	92050-364 04-	65 VIRGINIAN LN #5, JACKSON,	04/30/2025	60.36	60.36	05/08/2025
156	LOWER VALLEY ENERGY INC	92050-365 04-	65 VIRGINIAN LN #7, JACKSON,	04/30/2025	78.74	78.74	05/08/2025
156	LOWER VALLEY ENERGY INC	92050-367 04-	455 VINE ST APT #3, JACKSON,	04/30/2025	44.75	44.75	05/08/2025
156	LOWER VALLEY ENERGY INC	92050-368 04-	455 VINE ST APT #4, JACKSON,	04/30/2025	43.63	43.63	05/08/2025
156	LOWER VALLEY ENERGY INC	92050-370 04-	2022 WILDFLOWER CT, JACKS	04/30/2025	132.86	132.86	05/08/2025
156	LOWER VALLEY ENERGY INC	92050-371 04-	2022 WILDFLOWER CT, JACKS	04/30/2025	43.94	43.94	05/08/2025
156	LOWER VALLEY ENERGY INC	92050-374 04-	455 VINE ST APT #1, JACKSON,	04/30/2025	79.00	79.00	05/08/2025

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
156	LOWER VALLEY ENERGY INC	92050-375 04-	155 E PEARL AVE, JACKSON, W	04/30/2025	22.78	22.78	05/08/2025
156	LOWER VALLEY ENERGY INC	92050-376 04-	149 E PEARL AVE, JACKSON, W	04/30/2025	114.86	114.86	05/08/2025
156	LOWER VALLEY ENERGY INC	92050-378 04-	145 E PEARL AVE #A EAST, JAC	04/30/2025	46.14	46.14	05/08/2025
156	LOWER VALLEY ENERGY INC	92050-383 04-	SNOW KING DR WATER TANK C	04/30/2025	21.08	21.08	05/08/2025
156	LOWER VALLEY ENERGY INC	92050-385 04-	85 N SPRING GULCH RD SPRIN	04/30/2025	224.70	224.70	05/08/2025
156	LOWER VALLEY ENERGY INC	92050-388 04-	121 SHERWOOD CT BLDG 2 BU	04/30/2025	40.86	40.86	05/08/2025
156	LOWER VALLEY ENERGY INC	92050-389 04-	1640 MARTIN LN LIFT STATION,	04/30/2025	27.54	27.54	05/08/2025
156	LOWER VALLEY ENERGY INC	92050-390 04-	400 W SNOW KING AVE HOUSI	04/30/2025	211.77	211.77	05/08/2025
156	LOWER VALLEY ENERGY INC	92050-391 04-	400 W SNOW KING AVE PARK M	04/30/2025	455.28	455.28	05/08/2025
156	LOWER VALLEY ENERGY INC	92050-392 04-	400 W SNOW KING AVE ADMIN,	04/30/2025	623.34	623.34	05/08/2025
156	LOWER VALLEY ENERGY INC	92050-393 04-	400 W SNOW KING AVE EMPLO	04/30/2025	592.01	592.01	05/08/2025
156	LOWER VALLEY ENERGY INC	92050-395 04-	145 E PEARL AVE #C LOFT, JAC	04/30/2025	46.54	46.54	05/08/2025
156	LOWER VALLEY ENERGY INC	92050-396 04-	145 E PEARL AVE HSE/CMN, JA	04/30/2025	111.17	111.17	05/08/2025
156	LOWER VALLEY ENERGY INC	92050-397 04-	145 E PEARL AVE #B WEST, JA	04/30/2025	62.13	62.13	05/08/2025
156	LOWER VALLEY ENERGY INC	92050-398 04-	155 E PEARL AVE, JACKSON, W	04/30/2025	90.46	90.46	05/08/2025
156	LOWER VALLEY ENERGY INC	92050-399 04-	155 E PEARL AVE, JACKSON, W	04/30/2025	97.54	97.54	05/08/2025
156	LOWER VALLEY ENERGY INC	92050-401 04-	455 VINE ST APT #2, JACKSON,	04/30/2025	54.63	54.63	05/08/2025
156	LOWER VALLEY ENERGY INC	92050-405 04-	3585 S CANADIAN DR, JACKSO	04/30/2025	90.26	90.26	05/08/2025
156	LOWER VALLEY ENERGY INC	92050-406 04-	3585 S CANADIAN DR, JACKSO	04/30/2025	79.97	79.97	05/08/2025
156	LOWER VALLEY ENERGY INC	92050-407 04-	130 E KELLY AVE #23, JACKSO	04/30/2025	46.16	46.16	05/08/2025
156	LOWER VALLEY ENERGY INC	92050-411 04-3	1540 MARTIN LN H-FRAME MET	04/30/2025	24.80	24.80	05/08/2025
156	LOWER VALLEY ENERGY INC	92050-416 04-	350 N MILLWARD ST #5, JACKS	04/30/2025	42.46	42.46	05/08/2025
156	LOWER VALLEY ENERGY INC	92050-418 04-	355 W DELONEY AVE E-5, JACK	04/30/2025	79.32	79.32	05/08/2025
156	LOWER VALLEY ENERGY INC	92050-419 04-	55 VIRGINIAN LN #4, JACKSON,	04/30/2025	76.16	76.16	05/08/2025
156	LOWER VALLEY ENERGY INC	92050-420 04-	355 W DELONEY AVE A-5, JACK	04/30/2025	50.44	50.44	05/08/2025
156	LOWER VALLEY ENERGY INC	92050-422 04-	126 ASPEN DR, JACKSON, WY	04/30/2025	70.43	70.43	05/08/2025
156	LOWER VALLEY ENERGY INC	92050-423 04-	120 ASPEN DR, JACKSON, WY	04/30/2025	60.46	60.46	05/08/2025
156	LOWER VALLEY ENERGY INC	92050-424 04-	69 VIRGINIAN LN #7, JACKSON,	04/30/2025	50.50	50.50	05/08/2025
Total 156:					41,594.78	38,594.78	
677	MACY'S SERVICES	121055	SHEDHUNT RESTROOMS	05/01/2025	300.00	.00	
Total 677:					300.00	.00	
4623	MSC INDUSTRIAL SUPPLY CO	7634238001	MISC SUPPLIES	04/10/2025	281.59	.00	
4623	MSC INDUSTRIAL SUPPLY CO	7634238002	BRASS PIPE	04/15/2025	10.04	.00	
Total 4623:					291.63	.00	
257	NAPA AUTO PARTS INC.	301537	CREDIT	04/23/2025	240.97-	.00	
257	NAPA AUTO PARTS INC.	301674	ULV	04/24/2025	222.20	.00	
257	NAPA AUTO PARTS INC.	302402	FILTERS	04/28/2025	35.54	.00	
257	NAPA AUTO PARTS INC.	302710	PARTS	04/29/2025	151.99	.00	
257	NAPA AUTO PARTS INC.	302781	FILTER	04/29/2025	36.83	.00	
257	NAPA AUTO PARTS INC.	303123	FILTERS	04/30/2025	30.00	.00	
257	NAPA AUTO PARTS INC.	303211	WINDSHIELD WASHER PUMP	04/30/2025	35.97	.00	
257	NAPA AUTO PARTS INC.	303581	STRUT	05/02/2025	170.99	.00	
257	NAPA AUTO PARTS INC.	303584	RELAY	05/02/2025	20.69	.00	
257	NAPA AUTO PARTS INC.	303631	STRAP	05/02/2025	3.32	.00	
257	NAPA AUTO PARTS INC.	303648	WIPER BLADES	05/02/2025	172.74	.00	
257	NAPA AUTO PARTS INC.	303751	STRAP	05/02/2025	3.32	.00	
257	NAPA AUTO PARTS INC.	304104	FILTER	05/05/2025	30.00	.00	
257	NAPA AUTO PARTS INC.	304194	FILTERS	05/05/2025	55.54	.00	
257	NAPA AUTO PARTS INC.	304322	TOUCH UP	05/06/2025	38.97	.00	
257	NAPA AUTO PARTS INC.	304323	WIPER BLADES	05/06/2025	57.58	.00	
257	NAPA AUTO PARTS INC.	304393	OIL FILTER	05/06/2025	4.44	.00	
257	NAPA AUTO PARTS INC.	304465	AIR INTAKE CLEANER	05/06/2025	7.99	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 257:					837.14	.00	
187	NELSON ENGINEERING	67071	23-302-01 TOJ THAW WELL 10	04/29/2025	4,676.61	.00	
Total 187:					4,676.61	.00	
1504	ONE CALL OF WYOMING	75388	APRIL TICKETS	05/05/2025	332.85	.00	
1504	ONE CALL OF WYOMING	75388	APRIL TICKETS	05/05/2025	332.85	.00	
Total 1504:					665.70	.00	
7648	PATRICK MAROLD STUDIOS IN	04022025	Fabrication - Stilson Glass Colum	05/12/2025	75,000.00	.00	
Total 7648:					75,000.00	.00	
3579	PIC N STITCH	3078	UNIFORM EMBROIDERY	01/17/2025	892.24	.00	
3579	PIC N STITCH	3078	UNIFORM EMBROIDERY	01/17/2025	662.75	.00	
3579	PIC N STITCH	3078	UNIFORM EMBROIDERY	01/17/2025	100.00	.00	
3579	PIC N STITCH	3078	UNIFORM EMBROIDERY	01/17/2025	713.00	.00	
3579	PIC N STITCH	3078	UNIFORM EMBROIDERY	01/17/2025	824.00	.00	
3579	PIC N STITCH	3078	UNIFORM EMBROIDERY	01/17/2025	715.50	.00	
3579	PIC N STITCH	3078	UNIFORM EMBROIDERY	01/17/2025	593.25	.00	
Total 3579:					4,500.74	.00	
4894	PLATT	6P75995	GENERAC	04/29/2025	11,176.02	.00	
Total 4894:					11,176.02	.00	
7591	POINT S REXBURG	1263425	TIRES	05/10/2025	13,655.20	.00	
7591	POINT S REXBURG	1263879	TIRES	04/30/2025	820.00	.00	
Total 7591:					14,475.20	.00	
6483	PREMIER TRUCK- SALT LAKE C	693927IF	REVERSE WRONG VENDOR	04/15/2025	333.69-	.00	
6483	PREMIER TRUCK- SALT LAKE C	775704940	Y CORD	04/28/2025	153.82	.00	
6483	PREMIER TRUCK- SALT LAKE C	775706264	HOSE	05/05/2025	67.48	.00	
6483	PREMIER TRUCK- SALT LAKE C	775707191	TUBE	05/01/2025	25.00	.00	
6483	PREMIER TRUCK- SALT LAKE C	775707985	CONNECTOR	05/02/2025	50.61	.00	
6483	PREMIER TRUCK- SALT LAKE C	CM775699475	CORE CREDIT	05/06/2025	1,870.30-	.00	
Total 6483:					1,907.08-	.00	
6190	PV HOLDING CORP.	011725	parking ticket	01/17/2025	40.00	40.00	05/08/2025
Total 6190:					40.00	40.00	
532	QUICK BROWN FOX LLC	4083	PASSES	05/05/2025	345.00	.00	
Total 532:					345.00	.00	
7066	R & A SAFETY LLC	46406	PRE EMPLOY	04/07/2025	90.50	.00	
7066	R & A SAFETY LLC	46417	DOT RANDOM	04/04/2025	90.50	.00	
7066	R & A SAFETY LLC	46509	DOT RANDOM	04/15/2025	90.50	.00	
7066	R & A SAFETY LLC	46575	DOT RANDOM	04/23/2025	115.50	.00	
7066	R & A SAFETY LLC	46577	PRE EMPLOYMENT	04/23/2025	90.50	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 7066:					477.50	.00	
7460	RAMANATHAN, BRINDA	60125	355 W Deloney A5 - June Rent	06/01/2025	2,500.00	.00	
Total 7460:					2,500.00	.00	
7646	ROSS, TY	050825	TRAVEL REIMBURSEMENT	05/08/2025	1,302.39	.00	
Total 7646:					1,302.39	.00	
13	SAFETY SUPPLY & SIGN CO., I	193589	T POSTS	04/18/2025	4,130.09	.00	
Total 13:					4,130.09	.00	
7032	SANCHEZ-MACHUCA, ROSA	051225	EQUITY TASK FORCE 6 months	05/12/2025	2,700.00	.00	
Total 7032:					2,700.00	.00	
6570	SCHMIDL, HEIDI	050225	TRAVEL EXPENSES	05/02/2025	252.00	.00	
6570	SCHMIDL, HEIDI	050225B	TRAVEL EXPENSES	05/02/2025	68.00	.00	
6570	SCHMIDL, HEIDI	050225C	TRAVEL EXPENSES	05/02/2025	229.00	.00	
Total 6570:					549.00	.00	
7589	SCHOLES, CONNOR	042925	TRAVEL EXPENSES	04/29/2025	70.74	.00	
7589	SCHOLES, CONNOR	050925	dot physical	05/12/2025	170.24	.00	
Total 7589:					240.98	.00	
7203	SCHWARTZ, ANDY	043025	LOBBY SERVICES	04/30/2025	4,583.33	.00	
Total 7203:					4,583.33	.00	
4359	SHERWIN-WILLIAMS CO.	1628-5	PAINT	04/21/2025	89.32	.00	
Total 4359:					89.32	.00	
6365	SIGN IT NOW INC	13539	SIGNAGE	05/02/2025	299.11	.00	
Total 6365:					299.11	.00	
4548	SILVER CREEK SUPPLY	0020399447-0	GATE VALVE	04/23/2025	23.59	.00	
Total 4548:					23.59	.00	
4720	SILVERSTAR	54639 0525	MONTHLY SERVICES 54639	05/01/2025	2,737.20	.00	
4720	SILVERSTAR	654791 0525	MONTHLY SERVICES ACCOUNT	05/01/2025	869.73	.00	
Total 4720:					3,606.93	.00	
7647	SKIDATA, INC.	OI000003832	Parking Access and Revenue Con	04/15/2025	88,640.50	.00	
Total 7647:					88,640.50	.00	
7546	SPACE EXPLORATION TECHNO	INV-USA-4246	STARLINK SERVICE	05/01/2025	165.00	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 7546:					165.00	.00	
6838	SPSC POA - South Park Services	050125	HOA FEES	05/01/2025	303.82	.00	
Total 6838:					303.82	.00	
4513	STANARD & ASSOCIATES, INC	SA000061214	SELECTION TESTS	04/30/2025	612.50	.00	
Total 4513:					612.50	.00	
7088	STONE, KIRK	60125	3585 Canadian ♦ June Rent	06/01/2025	3,087.00	.00	
Total 7088:					3,087.00	.00	
7204	TETON COUNTY	112	legacy philanthorpy work	05/12/2025	3,000.00	.00	
Total 7204:					3,000.00	.00	
1443	TETON COUNTY CLERK	050725FE	FIRE EMS MONTHLY CONTRIB	05/07/2025	278,072.33	.00	
1443	TETON COUNTY CLERK	050725H	HOUSING MONTHLY CONTRIBU	05/07/2025	49,074.83	.00	
1443	TETON COUNTY CLERK	050725PR	PARK AND REC MONTHLY CON	05/07/2025	243,267.50	.00	
Total 1443:					570,414.66	.00	
581	TETON COUNTY INTEGRATED	050725	1ST QUARTER BAG FEE	05/07/2025	29,237.08	.00	
Total 581:					29,237.08	.00	
1614	TETON COUNTY-FUND 10	042825D	APRIL 2025 DISPATCH	04/28/2025	53,967.91	.00	
1614	TETON COUNTY-FUND 10	042825P	APRIL PATHWAYS	04/28/2025	6,309.07	.00	
1614	TETON COUNTY-FUND 10	042825PLAN	PLANNING TRANSPORATION	04/28/2025	7,998.97	.00	
1614	TETON COUNTY-FUND 10	042825PLAN	PLANNING APRIL	04/28/2025	6,381.13	.00	
Total 1614:					74,657.08	.00	
3027	TETON COUNTY-FUND 13	042825C	APRIL 2025 CAPITAL	04/28/2025	13,405.71	.00	
Total 3027:					13,405.71	.00	
166	TETON COUNTY-FUND 19	042825C	APRIL 2025 CAPITAL	04/28/2025	3,915.66	.00	
Total 166:					3,915.66	.00	
268	TETON MOTORS INC	5112969	SENSOR	04/29/2025	261.04	.00	
268	TETON MOTORS INC	5112984	pump	04/30/2025	8.99	.00	
268	TETON MOTORS INC	5113017	WHEEL	05/06/2025	477.50	.00	
268	TETON MOTORS INC	5113018	MOULDING	05/06/2025	79.31	.00	
268	TETON MOTORS INC	5113019	BUMPER AND GRILL	05/06/2025	3,292.13	.00	
Total 268:					4,118.97	.00	
3162	TETON TRASH REMOVAL, INC.	25 MAY 655	145 HANSEN TRASH	05/01/2025	114.00	.00	
Total 3162:					114.00	.00	
3237	THE AFTERMARKET PARTS CO	83754934	BUMPERETTE REAR	04/23/2025	236.45	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 3237:					236.45	.00	
6810	THE TIRE RACK, INC.	PK71600	TIRES	04/24/2025	1,057.56	.00	
6810	THE TIRE RACK, INC.	PL19846	TIRES	04/29/2025	346.72	.00	
6810	THE TIRE RACK, INC.	PL19848	TIRES	04/29/2025	346.72	.00	
Total 6810:					1,751.00	.00	
7131	THOMPSON LOGGING, INC	69100	2X8 MATERIAL	04/24/2025	5,102.00	.00	
Total 7131:					5,102.00	.00	
70	THYSSEN KRUPP ELEVATOR C	3008510188	MAINTENANCE AGREEMENT	05/01/2025	3,168.00	.00	
70	THYSSEN KRUPP ELEVATOR C	308510187	MAINTENANCE AGREEMENT	04/28/2025	70.40	.00	
Total 70:					3,238.40	.00	
6591	T-MOBILE	967529416 050	MONTHLY SERVICE 967529416	05/01/2025	31.15	.00	
Total 6591:					31.15	.00	
6363	TMSC LLC	2025-005-06F	IT HALL DOOR RELOCATE	04/20/2025	3,938.81-	3,938.81-	04/30/2025
6363	TMSC LLC	2025-005-07F	IT DOOR	05/05/2025	1,497.00	.00	
6363	TMSC LLC	2025-005-07S	SERVER ROOM	05/05/2025	7,357.60	.00	
6363	TMSC LLC	2025-005-07S	SKEC	05/05/2025	480.00	.00	
Total 6363:					5,395.79	3,938.81-	
6000	TRAFFIC SAFETY STORE	INV912857	TRAFFIC SAFETY MATERIALS	04/25/2025	1,878.23	.00	
Total 6000:					1,878.23	.00	
3727	TREFREN, TRACEY	042825	TRAVEL EXPENSES	04/28/2025	387.00	.00	
Total 3727:					387.00	.00	
4649	ULINE	191938610	AIR FILTERS	04/22/2025	848.23	.00	
Total 4649:					848.23	.00	
706	USA BLUE BOOK	INV00689132	HYDRANT ADAPTER	04/22/2025	369.09	.00	
706	USA BLUE BOOK	INV00691377	HYDRANT ADAPTER	04/24/2025	44.98	.00	
706	USA BLUE BOOK	INV00693393	FILTERS	04/25/2025	56.95	.00	
Total 706:					471.02	.00	
7330	VOICES JACKSON HOLE	TOJ2024-3B	FUNDING	04/24/2025	5,000.00	.00	
Total 7330:					5,000.00	.00	
4848	WAMCO LAB, INC.	15081	EFFLUENT ACUTE TEST	04/25/2025	550.00	.00	
Total 4848:					550.00	.00	
244	WATTS STEAM STORE ROCKY	7330216	SERVICE	04/24/2025	651.98	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 244:					651.98	.00	
7550	WBC PROPERTIES	60125	Virginian 69-7 - June Rent	06/01/2025	2,150.00	.00	
Total 7550:					2,150.00	.00	
7567	WEBER WATER & WELL	043025	RETAINAGE	04/30/2025	8,470.23	.00	
7567	WEBER WATER & WELL	043025	TOJ WELL #10	04/30/2025	75,200.00	.00	
Total 7567:					83,670.23	.00	
192	WEBER, MICHELLE	042925	TRAVEL EXPENSES	04/29/2025	192.00	.00	
192	WEBER, MICHELLE	043025	TRAVEL EXPENSES	04/30/2025	262.40	.00	
192	WEBER, MICHELLE	043025B	TRAVEL EXPENSES	04/30/2025	68.00	.00	
Total 192:					522.40	.00	
1640	WESTERN STATE	IN03155701	PARTS	04/14/2025	158.80	.00	
Total 1640:					158.80	.00	
472	WHITE GLOVE CLEANING, INC.	13051	CORE SERVICES	04/30/2025	400.00	.00	
472	WHITE GLOVE CLEANING, INC.	13053	SHELTERS	04/30/2025	2,246.36	.00	
472	WHITE GLOVE CLEANING, INC.	13053	SHELTERS	04/30/2025	125.00	.00	
472	WHITE GLOVE CLEANING, INC.	13078	PUBLIC WORKS	04/30/2025	800.00	.00	
472	WHITE GLOVE CLEANING, INC.	13080	BUNK HOUSE	04/30/2025	125.00	.00	
Total 472:					3,696.36	.00	
6117	WILSON, JOHN	60125	Wildflower Court - June Rent	06/01/2025	2,200.00	.00	
Total 6117:					2,200.00	.00	
3580	WILSON, JOSH	050525	CDL PHYSICAL	05/05/2025	175.00	.00	
Total 3580:					175.00	.00	
6704	WSP USA INC.	40178280	STORMWATER MANAGEMENT	04/14/2025	11,951.25	.00	
Total 6704:					11,951.25	.00	
1767	WYOMING DEPARTMENT OF T	050825	REGISTRATIONS	05/08/2025	26.00	.00	
Total 1767:					26.00	.00	
406	WYOMING LAW ENFORCEMEN	050525	OFFICER EDUCATION TRAININ	05/05/2025	160.00	.00	
Total 406:					160.00	.00	
7065	WYOMING LAW ENFORCEMEN	C-12557	PEACE OFFICER TRAINING	04/24/2025	2,321.00	.00	
7065	WYOMING LAW ENFORCEMEN	C-12557	PEACE OFFICER TRAINING	04/24/2025	1,645.00	.00	
7065	WYOMING LAW ENFORCEMEN	C-12557	PEACE OFFICER TRAINING	04/24/2025	110.00	.00	
Total 7065:					4,076.00	.00	
1764	WYOMING.COM INC	2273748	DOMAIN HOSTING	05/05/2025	5.00	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 1764:					5.00	.00	
3767	XYLEM CCI	1132174	SENSOR	04/03/2025	348.29	.00	
Total 3767:					348.29	.00	
2842	YELLOW IRON WASTE, LLC	250130054438	3585 S CANADIAN	01/31/2025	40.00	.00	
2842	YELLOW IRON WASTE, LLC	250130054549	3182 ADAMS CANYON	01/31/2025	50.00	.00	
2842	YELLOW IRON WASTE, LLC	250227242277	3585 S CANADIAN	02/28/2025	40.00	.00	
2842	YELLOW IRON WASTE, LLC	250227242396	3182 ADAMS CANYON	02/28/2025	50.00	.00	
2842	YELLOW IRON WASTE, LLC	250331123891	3585 S CANADIAN	03/31/2025	40.00	.00	
2842	YELLOW IRON WASTE, LLC	250429019028	940 SIMON	04/30/2025	50.00	.00	
2842	YELLOW IRON WASTE, LLC	250429019736	400 SNOW KING	04/30/2025	680.00	.00	
2842	YELLOW IRON WASTE, LLC	250429019758	55 KARNS	04/30/2025	130.00	.00	
2842	YELLOW IRON WASTE, LLC	250429019762	155 E PEARL	04/30/2025	152.00	.00	
2842	YELLOW IRON WASTE, LLC	250429019819	455 VINE	04/30/2025	265.00	.00	
2842	YELLOW IRON WASTE, LLC	250429019831	TOWN HALL	04/30/2025	216.00	.00	
2842	YELLOW IRON WASTE, LLC	250429019857	55 KARNS	04/30/2025	240.00	.00	
2842	YELLOW IRON WASTE, LLC	250429019859	675 W SNOWKING	04/30/2025	430.00	.00	
2842	YELLOW IRON WASTE, LLC	250429019869	WWTP	04/30/2025	440.00	.00	
Total 2842:					2,823.00	.00	
Grand Totals:					1,313,383.03	35,538.89	

Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

City Treasurer: _____

Report Criteria:

Detail report.

Invoices with totals above \$0 included.

Paid and unpaid invoices included.

**TOWN OF JACKSON
MUNICIPAL COURT
MONTHLY FINANCE REPORT FOR APRIL 2025**

During the month of April, the Court received \$48,293 in fines, costs, and fees.
570 Cases were closed. 95 (73 parking violations) of those cases were dismissed.
533 new Cases were filed: 445 Parking Violations, 88 Traffic/Ordinance/Criminal 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 April(Parking notices not listed):

<u>CITATION</u>	<u>OFFENSE</u>	<u>DISPOSITION</u>	<u>\$</u>
18290P	Compulsory Auto Insurance	BF	280
186007489AC	Compulsory Auto Insurance	BF	280
186006726AC	Compulsory Auto Insurance	BF	560
186007546AC	Compulsory Auto Insurance	BF	560
186007384AC	Duty upon colliding with unattended vehicle or property	BF	240
18289P	Expired temporary permit/improper registration	BF	70
186007456AC	Expired temporary permit/improper registration	BF	90
186006913AC	Expired temporary permit/improper registration	BF	70
186007265AC	Expired temporary permit/improper registration	BF	140
186007367AC	Expired temporary permit/improper registration	BF	140
186007429AC	Expired temporary permit/improper registration	BF	140
186007430AC	Expired temporary permit/improper registration	BF	140
186007522AC	Expired temporary permit/improper registration	BF	140
186007425AC	Failure to display valid license plate, tabs, permits	BF	90
186007519AC	Failure to Obey Traffic Control Device	BF	140
186007520AC	Failure to Obey Traffic Control Device	BF	140
186007494AC	Failure to yield ROW	BF	90
186007413AC	Failure to yield ROW approaching intersections	BF	90
186007492AC	GTB license required	BF	750
186006735AC	Improper Display of Tabs-registration	BF	90
186007426AC	Improper Display of Tabs-registration	BF	90
186007169AC	Limitations on Backing	BF	50
186007385AC	Limitations on Backing	BF	100
18287P	Limitations on Backing	BF	90
186007441AC	Marijuana: use and/or possession	BF	250
03631L	Offenses against persons and property	BF	750
186007473AC	Operating Under Suspended or revoked license	BF	440
186007422AC	Operator's Permit Required	BF	750
186007508AC	Operator's Permit Required	BF	750
186007465AC	Possession/consumption of alcohol- minors (18-20)	BF	250
185012997AA	Public intoxication	BF	175
185013415AA	Public intoxication	BF	175
186007323AC	Public intoxication	BF	175
186007360AC	Public intoxication	BF	175
186007527AC	SIGNAL REQUIRED not less than the last one hundred (100) feet	BF	90
186006980AC	Speed too fast for conditions	BF	100
186007104AC	Speed too fast for conditions	BF	100
186007412AC	Speeding 33/25	BF	101
186006910AC	Speeding 36/25	BF	115
186007428AC	Speeding 38/25	BF	135
186006911AC	Speeding 40/30	BF	105
186007474AC	Speeding 43/30	BF	125
186007405AC	Speeding 44/25	BF	155
186007387AC	Speeding 44/30	BF	130
186007475AC	Speeding 47/30	BF	145
186007404AC	Speeding 48/30	BF	150
186007011AC	Speeding 49/25	BF	288
186007368AC	Speeding 53/25	BF	200
186007289AC	Speeding urban - 43/30 mph zone	BF	181
186007543AC	Speeding urban - 44/30 mph zone	BF	188
186007531AC	Speeding urban - 45/30 mph zone	BF	195
186007319AC	Speeding urban - 48/30 mph zone	BF	216
186007442AC	Speeding urban - 48/30 mph zone	BF	216
186007455AC	Speeding urban - 49/30 mph zone	BF	223
186007150AC	Stop Sign Violation	BF	140
186007290AC	Stop Sign Violation	BF	140
186007316AC	Stop Sign Violation	BF	140
186007322AC	Stop Sign Violation	BF	140
186007482AC	Stop Sign Violation	BF	140
186007461AC	Taxi Vehicle Markings and Signage	BF	500
186007493AC	Taxi Vehicle Markings and Signage	BF	500
186007273AC	Turning left at intersection	BF	90
186007008AC	Criminal Entry	D- Per Town's Motion	0
186006849AC	Duty upon colliding with unattended vehicle or property	D- Per Town's Motion	0

186007476AC	Expired temporary permit/improper registration	D- Per Town's Motion	0
186007046AC	False ID- minors- purpose of purchasing or entering- MUST APPEAR	D- Per Town's Motion	0
186006670AC	No headlights when dark	D- Per Town's Motion	0
186006917AC	Possession/consumption of alcohol- minors (18-20)	D- Per Town's Motion	0
186006983AC	Proceed with caution on flashing yellow signal	D- Per Town's Motion	0
186006992AC	Public intoxication	D- Per Town's Motion	0
186007049AC	Public intoxication	D- Per Town's Motion	0
186007334AC	Speeding 39/30	D- Per Town's Motion	0
186007388AC	Compulsory Auto Insurance	D- Provided Valid Information	0
186007400AC	Failure to Obey Traffic Control Device	D- TS	0
186007051AC	Failure to stop at a red light	D- TS	0
186007233AC	Failure to stop at a red light	D- TS	0
186006920AC	Speeding 36/20	D- TS	0
186007291AC	Speeding urban - 43/30 mph zone	D- TS	0
186007419AC	Speeding urban - 44/30 mph zone	D- TS	0
186007338AC	Speeding urban - 45/30 mph zone	D- TS	0
186007409AC	Speeding urban - 47/30 mph zone	D- TS	0
186006631AC	Speeding urban -45/30 mph zone	D- TS	0
186005082AC	1st off win 10 years-Drive/control veh under infl alcohol concentration 0.08% or more	DA -In accordance with WS 7-13-301	760
98545N	Drive/control veh under infl alcohol concentration 0.08% or more	DA -In accordance with WS 7-13-301	760

STAFF REPORT



Meeting Date:	5/19/2025	Meeting Title:	Regular - Consent
Submitting Department:	Public Works	Presenter:	Brian Lenz and Floren Poliseo
Agenda Item:	Framework Agreement Template for Professional Engineering Services	Public Comment:	Yes

Purpose & Policy Considerations.

The purpose of this item is for Council to consider a Framework Agreement (Agreement) the public Works Department can use when it hires for professional service consultants, such as engineers, surveyors, architects, designers, landscape architects, and professionals in the fields of technical testing, geotechnical engineering, traffic analysis, and alternative transportation.

Requested Action.

Staff requests that Council review and consider the Agreement.

Recommendations.

Staff recommends approving the Agreement and authorizing the Mayor to execute it.

Background.

State Statutes require contracts be approved by Council and executed by the Mayor. Given the workload and necessity for outside assistance, the amount of work required for each contract adds process and time to the daily work of staff. To gain efficiency for projects within the approved budget that involve repeat consultants, contractors, and service providers, the Public Works Director, Town Manager, and Town Attorney discussed setting up "framework agreements."

Framework agreements are used when parties have more than a one-time transaction, and instead have ongoing, repeated contractual relations. The framework agreement outlines the primary perpetual terms and conditions between the parties (including insurance, indemnity, standards of care, termination, compensation, independent contractor status, standard miscellaneous provision) and allows the parties to have multiple, individual project agreements subsidiary to the master portion that detail specific work (i.e., an individual survey, a specific geotechnical analysis, a traffic study at one place). While the tech industry uses these agreements most frequently, they are appropriate and common for any long-term, ongoing business relationships.

A prior version of this Framework and Project Agreement were approved at the June 5, 2023 regular meeting. This version addresses changes that better suit professional consultants, rather than general service contracts for repetitive work.

Analysis & Key Policy Questions.

Key Policy Question 1: Does Council approve of implementing the Framework Agreement in advance of identifying service providers individually? and staff bringing Agreements to Mayor for signature once agreed with each provider?

- Staff recommendation: Council make the motion below, thus approving the standard template Framework Agreement attached to this staff report, and resulting in authorization for the Mayor to execute the standard template Framework Agreement with repeat service providers.

Key Policy Question 2: Does Council approve of the Department Director executing individual project agreements for each service provider after an executed Framework Agreement is in place?

- Staff recommendation: Council authorize Department Directors to execute project agreements as needed for individual projects, tasks, consultancies, etc.

Possible Alternatives.

Town Council may choose to:

1. Elect not to approve the Agreement for yet-to-be-specified service providers and direct staff to bring each provider's Agreement to Council for approval.
2. Approve a consortium of known service providers listed by staff and authorize the Mayor to execute Agreements with those providers specified.
3. Establish criteria for the Agreement and Projects to be brought to Council for approval. For example, setting an annual expenditure threshold for a specific provider that would trigger the need for individual approval, or setting a maximum amount under which a Department Director could execute a project agreement.
4. Reject Framework Agreements, thus continuing with the standard practice in place.

Comprehensive Plan & Priority Alignment.

Vendors that provide services to Public Works help the Town maintain its role in Quality of Life: Common Value 3, Chapter 8. Quality Community Service Provision.

Fiscal Impact.

There is no fiscal cost to establishing Agreements with the service providers. Each Project would be funded either by its relevant project fund, a professional services fund, or reimbursed by an applicant for third party reviews. If an individual Agreement or Project would require funding that deviates from what is included in an approved budget, staff would bring the information to Council for review and approval of a budget reallocation or amendment.

Staff Impact.

Staff from Public Works Administration, Engineering, and Street Divisions, and the Legal and Finance Departments have spent approximately 12 hours collectively on this item. If this item is approved by Council, staff anticipates that completion of each Project Agreement under the Framework Agreement will require approximately 2 hours of work by staff to administer. A savings of 6-10 hours per agreement.

Attachments or Links.

Framework Agreement for Professional Services

Suggested Motion.

I move to:

1. approve the Framework Agreement for Professional Services and authorize the Mayor to execute such agreements for repeatedly hired consultants, contractors, and vendors, subject to minor changes by staff.
2. approve the Project Agreement Form and authorize the Department Director to execute the Project Agreements.

Town of Jackson
FRAMEWORK AGREEMENT FOR CONSULTING SERVICES

This Framework Agreement (“**Agreement**”) is entered into this _____ day of _____, 2025, the **Effective Date**, by and between **CONSULTANT NAME** Click or tap here to enter text. with its principal place of business at **CONSULTANT ADDRESS** Click or tap here to enter text. (“**Consultant**”), and the Town of Jackson, Wyoming, a municipal corporation with its principal place of business at 150 East Pearl Avenue Jackson, Wyoming 83001 (“**Town**”) (collectively referred to herein as the “**Parties**”).

RECITALS

WHEREAS, Consultant is engaged in the business and profession of engineering services;

WHEREAS, Town desires to contract with Consultant for certain professional engineering services for multiple projects, each project scope of services and payment of services being separately identified and agreed to in respective Project Agreement;

WHEREAS, Consultant has the necessary expertise and experience to perform the said engineering services for Town and Consultant and is properly qualified and licensed in the State of Wyoming;

NOW THEREFORE, for good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties hereto agree as follows:

AGREEMENT

1. Term; Termination.
 - a. The term of this Agreement shall be two (2) years from the Effective date of this contract.
 - b. Notwithstanding anything contrary contained herein, Town may terminate this Agreement at any time by giving Consultant thirty (30) day written notice in accordance with the notice provisions set forth herein. Upon receipt of such notice, Consultant shall cease all work undertaken hereunder, except as may be necessary to provide for an orderly transition of such work.
 - c. Consultant may terminate this Agreement at any time with thirty (30) day written notice to Town in accordance with the notice provisions set forth herein. Upon termination by Consultant, Town shall not be obligated to make payment on any Project Agreement not completed, in full, by Consultant.
 - d. Upon termination of this Agreement, Consultant shall provide a final invoice to Town, showing all costs incurred but unpaid, and the Town shall pay such costs, as shown therein. Consultant shall forthwith deliver all files, reports, and other material concerning services provided, maintained or controlled by Consultant at the time of such termination, subject to all applicable federal and state law.
2. Scope of Services. The scope of services pursuant to this Agreement shall be limited to professional and technical engineering services. Specific Services shall be as set forth in the Project Agreement.
3. Project Agreement. Town may issue to Consultant a Project Agreement in the form attached to this Agreement as Exhibit A. Subject to the terms of this Agreement and the terms of the Project Agreement, Consultant shall render to Town the requested professional and technical engineering services set forth

in the Project Agreement. In conjunction therewith, Town shall provide to Consultant all necessary information and documentation for Consultant to perform the services. All Project Task Orders shall be signed by both Parties to this Agreement. Multiple Project Task Orders may be entered into consecutively or concurrently.

4. Compensation. In consideration of the services provided to Town by Consultant, Town shall pay Consultant for services rendered in accordance with the applicable Project Agreement.
5. Invoice; Payment.
 - a. For services rendered hereunder, Consultant shall invoice Town monthly for services provided in accordance with the approved Project Agreement. Consultant shall submit monthly invoices to Town showing the work completed and the amount of compensation due. Consultant shall submit invoices for work done in a timely manner. Town shall not be required to pay for work that is invoiced more than 120 days after it was performed.
 - b. Payment of undisputed amounts shall be due and payable forty-five (45) days after the Town's receipt of the invoice.
 - c. In the event amounts are not paid in full within forty-five (45) days of Town's receipt of the invoice, Town agrees to pay interest at the rate of one and one-half percent (1.5%) per month on any and all unpaid balance.
 - d. Town consents to Consultant's immediate withdrawal and termination of this Agreement should the account become more than forty-five (45) days delinquent. Further, in the event of default, Consultant may pursue any and all remedies available at law or in equity.
 - e. In the event an amount is disputed, Town shall notify Consultant in writing of its dispute within forty-five (45) days of receiving the invoice. The parties shall make a good faith effort to resolve the disputed amount. If correspondence does not resolve the dispute, the parties or their respective representatives shall meet in person on at least one occasion and attempt to resolve the matter prior to pursuing litigation.
6. Relationship of Parties. Consultant, its agents, and employees shall be independent contractors performing professional and technical engineering services for the Town. Nothing contained in this Agreement shall be construed to create a relationship of employer and employee, principal and agent, partners, or co-venturers between Town and Consultant. As independent contractors, Consultant, its agents, and employees shall not qualify for or receive any employee benefits from the Town, including but not limited to, leave, retirement, insurance, bonding, use of Town vehicles, or any other benefits afforded to Town employees.
7. Employees and Subcontractors. Consultant shall be solely responsible for the payment of wages, salaries, and benefits to any and all employees or contractors retained by Consultant in the performance of the services under this Agreement. Consultant agrees to indemnify, defend, and hold harmless Town from any and all claims that may arise from the Consultant's relationship to its employees and subcontractors.
8. Standard of Performance; Licenses. Consultant agrees and represents that it has the personnel, experience, and knowledge necessary to qualify it for the particular duties to be performed under this Agreement. Consultant shall perform the work described herein in accordance with the standard of care required for the performance of engineering services. Further, Consultant shall maintain all required

licenses, including without limitation, all necessary professional and business licenses, throughout the term of this Agreement. Consultant shall require and ensure that all of Consultant's employees and subcontractors maintain all required licenses, including without limitation, all necessary professional and business licenses.

9. Professional Liability Insurance. Consultant shall maintain professional liability insurance, at its own expense, to protect Town from any negligent acts, errors, or omissions on the part of Consultant. Notwithstanding the existence of professional liability insurance, the total aggregate of Consultant's liability to the Town related to this Agreement shall not exceed one million dollars (\$1,000,000).
10. Notice. Any notice, request, demand, consent, approval, or other communication required or permitted under this Agreement shall be in writing and shall be deemed duly given (i) when delivered personally to the recipient, (ii) when sent by certified mail, return receipt requested, to the address specified below, or (iii) when sent by email to the email address specified below, provided that the sender has not received a delivery failure notification. A notice sent by email shall be deemed received on the date and time the email is sent, provided that (a) the email is sent to the recipient's designated email address as set forth below, (b) the sender does not receive a bounce-back or delivery failure notification, and (c) if the notice is sent outside of normal business hours (9:00 AM to 6:00 PM on business days), the notice shall be deemed received at 9:00 AM on the following business day.

<u>Consultant:</u> {Address} Email:	<u>Town:</u> Town of Jackson Attn: Town Clerk P.O. Box 1687 Jackson, Wyoming 83001 Email: clerk@jacksonwy.gov
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Either party may change its address or email address for notice purposes by providing written notice to the other party in accordance with the terms of this provision.

11. Ownership. All work, work product and deliverables produced under this Agreement shall remain the exclusive property and shall inure to the benefit of Town as work for hire. Consultant shall not use, sell, disclose, or obtain any other compensation for such work for hire. In addition, Consultant may not, with regard to all work, work product, deliverables, or work for hire required by this Agreement, apply for in its name or otherwise, any copyright, patent, or other property right and acknowledges that any such property right created or developed remains the exclusive right of Town.
12. Waiver. Unless otherwise indicated herein, failure by any party to insist upon the strict performance of any covenant, duty, agreement, or condition of this Agreement, or to exercise any right or remedy consequent upon a breach thereof, shall not constitute a waiver of any such breach of any other covenant, agreement, term, or condition. Any party, by notice delivered in the manner provided in this Agreement, may, but shall be under no obligation to waive any of its rights and any conditions to its obligation hereunder, or any duty, obligation, or covenant of any other party. No waiver shall affect or alter the remainder of this Agreement, but each and every covenant, agreement, term, and condition shall continue in full force with respect to any other then existing or subsequently occurring breach. To be effective a waiver must be signed by both parties hereto.

13. Compliance with Laws and Policies. In the performance of their obligations hereunder, the parties shall obey and abide by all applicable laws, rules and regulations, and with all applicable ordinances, policies and procedures. Both parties shall abide by all applicable federal and state laws, rules, and regulations.
14. Rights and Remedies. The rights and remedies of any of the parties hereto shall not be exclusive. In general, the respective rights and obligations hereunder shall be enforceable by specific performance, injunction, or other equitable remedy, but nothing herein contained is intended to or shall limit or affect any rights at law or by statute or otherwise of any party aggrieved as against the other party for a breach or threatened breach of any provisions hereof, it being the intention of this Paragraph to make clear the agreement of the parties that the respective rights and obligations of the parties hereunder shall be enforceable in equity as well as to law or otherwise.
15. Entire Agreement. This Agreement and the exhibits attached hereto constitute the entire agreement between the Parties on the Subject matter covered herein and this Agreement supersedes any and all prior agreements between the Parties related to the services. The Parties represent and acknowledge that they have not relied on any statements or promises of any kind other than those specifically set forth in this Agreement.
16. Amendments. This Agreement may only be amended in writing signed by each of the Parties hereto. If, as the result of legislative action or rule-making, any of the provisions of this Agreement becomes inconsistent with federal or Wyoming state laws, the Parties will promptly meet to negotiate in good faith such amendments as may be necessary to comply with federal or Wyoming law.
17. Force Majeure. Neither Town nor Consultant shall be liable for any delay in the performance of this Agreement, nor for any other breach, nor for any loss or damage arising from uncontrollable forces such as fire, theft, storm, war, or any other force majeure that could not have been reasonably avoided by exercise of due diligence.
18. Section Headings. The headings contained in this Agreement are for reference purposes only and shall not in any way affect the meaning or interpretation of this Agreement.
19. Severability. In any provision of this Agreement shall be held or deemed to be, or shall in fact be, invalid, inoperative or unenforceable to any extent, the remainder of this Agreement shall not be impaired and shall be enforced to the fullest extent permitted by law.
20. Counterparts. This Agreement may be executed in one or more counterparts, each of which when so executed shall be deemed an original, but all of which together shall constitute one instrument.
21. Choice of Law. The interpretation of this Agreement and any claim or controversy arising out of or related to this Agreement shall be governed by the laws of the State of Wyoming. Jurisdiction and venue for the enforcement of this Agreement shall be found exclusively in the courts of Teton County, State of Wyoming. Each of the parties irrevocably submits to the exclusive jurisdiction of such courts in any proceeding, waives any objection it may now or hereafter have to venue or to convenience of forum, agrees that all claims in respect of any proceeding shall be heard and determined only in any such court and agrees not to bring any proceeding arising out of or relating to this Agreement in any other court.
22. Confidentiality. Any confidential information provided to or developed by the Consultant in the

performance of this Agreement shall be kept confidential and shall not be revealed or made available to any person by the Consultant without the prior written approval of the Town. This provision shall survive any termination of this Agreement.

23. Assignment. This Agreement may not be assigned by either party without the written consent of the other party. If consent to an assignment is obtained, this Agreement is binding on the successors and assigns of the Parties to this Agreement.
24. Attorney Fees; Costs. In the event either party seeks to enforce the terms hereof in a lawsuit or other proceeding, the prevailing party shall be entitled to an award of the costs incurred, including reasonable attorney fees.
25. Governmental Immunity. Notwithstanding anything contrary herein or that may be interpreted as such, the Town of Jackson does not waive its governmental immunity by entering into this Agreement, and fully retains all immunities and defenses provided by law with respect to any action based on or occurring as a result of this Agreement.
26. Authority. The individual(s) executing this Agreement on behalf of, or as a representative for a corporation or other person, firm, partnership or government entity, represents and warrants that they are duly authorized to execute and deliver this Agreement on behalf of the corporation, person, firm, partnership or government entity and that this Agreement is binding upon the entity in accordance with its terms.

IN WITNESS WHEREOF, the Parties have duly executed this Agreement as of the Effective Date.

CONSULTANT	TOWN OF JACKSON
BY:	BY: Arne Jorgensen
ITS:	ITS: Mayor
DATE:	DATE:
	ATTEST:
	BY: Riley Hovorka
	ITS: Clerk

EXHIBIT A

Framework Services Agreement - Project Agreement Form

This Project Agreement together with the Framework Agreement for Engineering Services between **[Consultant's Name]** Click or tap here to enter text. ("Consultant") and the Town of Jackson ("Town") ("Agreement"), effective date **[Effective Date of the Framework Agreement]** Click or tap here to enter text. contain the full and complete understanding of the Parties and supersede all prior agreements and understandings between the Parties with respect to the entire subject matter of this Project Agreement. Only a written instrument signed by an authorized representative of each Party may amend this Project Agreement.

All capitalized terms not defined herein will have the meanings given them in the Agreement.

EFFECTIVE DATE OF PROJECT AGREEMENT: Click or tap to enter a date.

PROJECT NAME: Click or tap here to enter text.

PROJECT DESCRIPTION: Click or tap here to enter text.

1. TERM. The services shall be provided by the Consultant for the duration defined below.

Start Date: Click or tap to enter a date.

End Date: Click or tap to enter a date.

2. SERVICES TO BE PERFORMED. Consultant will perform the tasks and responsibilities described below:

- Enter description of services to be performed. Click or tap here to enter text.

3. WORK PRODUCT AND SCHEDULE OF PERFORMANCE.

- Enter description of work product to be delivered and delivery schedule Click or tap here to enter text.

4. COMPENSATION.

Method: **Time and Materials Basis**

For satisfactory completion of the Services described herein, Consultant shall invoice Town for a total amount not to exceed \$**[total fee]** Click or tap here to enter text. in accordance with the Schedule of Fees and Charges here in or attached to this Project Agreement without prior consent.

Costs and fees associated with this Project Agreement shall be as follows:

5. ADDITIONAL RESOURCES AND RESPONSIBILITIES OF CONSULTANT. [*may be "not applicable"*]

None.

6. ADDITIONAL RESOURCES AND RESPONSIBILITIES OF THE TOWN; OTHER ASSUMPTIONS. [*may be "not applicable"*]

None.

7. OTHER PROVISIONS. [*may be "not applicable"*]

None.

The terms of this Project Agreement are agreed to by the following signatures of duly authorized representatives of the parties.

CONSULTANT	TOWN OF JACKSON
BY:	BY: Floren Poliseo its Director of Public
ITS:	
DATE:	DATE:

STAFF REPORT



Meeting Date:	May 19, 2025	Meeting Title:	Town Council Workshop
Submitting Department:	External Affairs	Presenter:	Susan Scarlata
Agenda Item	Dissolution of the Equity Task	Public Comment:	Yes

Purpose & Policy Considerations.

In January of 2021 Town Council set a priority and directed staff to create an Equity Task Force (ETF) to help develop a more equitable, inclusive, and diverse local government and a more livable community overall. Given House Bill 147, which passed in the most recent Legislative session, staff finds that this task force should be dissolved to comply with state statute.

Requested Action.

Staff requests that Council direct staff to draft and present a resolution dissolving the Equity Task Force.

Recommendations.

Staff recommends that Council consider the new law and staff's recommendation and make a motion to bring forth a resolution dissolving the Equity Task Force.

Background.

Town Council moved to establish an Equity Task Force in August of 2021, accepted applications in December of 2021, and received 37 applications. Council interviewed and appointed nine Task Force members in February of 2022 and monthly Equity Task Force meetings began in April of 2022. The initial Task Force was appointed through April of 2024. In its first two years, the Equity Task Force made the following recommendations to Town Council, shown in the table below with status marked.

RECOMMENDATION	STATUS
• Recommendation to translate documents and Town signs into Spanish.	In-process with Language Access Plan as part of Comms Plan
• Recommendation to direct Housing Department to work on housing for seniors and an Assisted Living Center.	Direction given, in-process.
• Recommendation to begin Council meetings with a Land Acknowledgement and connect with native Tribal members.	Land Acknowledgement done, all else is ongoing.
• Recommendation to direct staff to add a chapter focused on equity to the Comprehensive Plan.	Listed in long-range planning's workplan.
• Recommendation to consider and pilot alternate-side on-street parking in the winter months.	Potential to come up with broader parking management.
• Recommendation to develop and administer an internal Equity Audit at the Town of Jackson.	Not started.
• Recommendation to establish Employee Resource Groups and eventually hire a Director of Equity at the Town.	Not started.
• Recommendation to continue the Equity Task Force with refinements, further requirements for members, and integration w/ Town organization.	Complete.
• Recommendation to take necessary steps to make the Town more accessible.	Funds are budgeted to find a consultant for an accessibility audit.

Recommendation to recognize Indigenous Peoples’ Day with a proclamation annually before the 2nd Monday of October to commemorate this day.	Complete, and annual.
Recommendation to review Capital Improvement Planning utilizing an equity framework.	Not started.

Early in 2024, staff presented ideas for refining the resolution establishing the Equity Task Force and related processes and systems to Town Council. Council approved these suggestions and went through another application and interview process to appoint members. Town Council interviewed and appointed nine members –five members of the first Task Force were reappointed. This second group has been meeting since September of 2024. Members now have assignments each quarter to attend Council meetings; participate in initiatives in the community building inclusion; or attend engagement sessions or other Commission and/or Task Force meetings.

Analysis & Key Policy Question.

During the 68th General Legislative Session in the winter of 2025, Representative Rachel Rodriguez-Williams sponsored House Bill 147 ‘Prohibition of Institutional Discrimination.’ This bill specifies that no governmental entity shall engage in any diversity, equity or inclusion program, activity or policy; Engage in institutional discrimination; Require instruction promoting institutional discrimination; Require any student, employee or contractor to attend or participate in any diversity, equity or inclusion program or training or any institutional discrimination program or training. The bill provides definitions of "diversity, equity or inclusion," "governmental entity," and "institutional discrimination," and specifies that federally recognized Indian tribes and programs, trainings, degrees, classes or endowments related to federally recognized Indian tribes or Indian history, culture, language and traditions are not diversity, equity and inclusion as defined by the bill. The full text of the bill is available at: <https://wyoleg.gov/Legislation/2025/HB0147>. The enrolled bill is HEA No. 0067.

Key Question #1: Does Council want to direct staff to bring back a resolution to dissolve the Equity Task Force?

Possible Alternatives.

Council has the option not to make this direction and consider other ways to comply with state statutes, if any.

Comprehensive Plan & Priority Alignment.

The Comp Plan’s third Common Value is ‘Quality of Life,’ which highlights that our community takes pride in our local identity and community character. The Comp Plan states, “Residents and visitors have become accustomed to high-quality life safety, transportation, educational, social, cultural, and recreational services.” Considering if this is true for all residents, the Equity Task Force has recommended an update to the Comp Plan with a more direct focus on equity.

Fiscal Impact.

Council authorized Equity Task Force members to be paid \$450 monthly totaling \$48,600 annually for the 9-member Task Force. Dissolving this task force would save some of these costs.

Staff Impact.

The External Affairs Department uses staff capacity to steward the Equity Task Force. In a calendar year, the lead staff member facilitating this initiative spent about 120 hours to organize and steward this Task Force.

Attachments or Links.

Summary of HB147.

Suggested Motions.

I move to direct staff to draft and present a resolution to dissolve the Equity Task Force.

Bill No.: HB0147 **Effective:** 7/1/2025

LSO No.: 25LSO-0326

Enrolled Act No.: HEA No. 0067

Chapter No.: 110

Prime Sponsor: Rodriguez-Williams

Catch Title: **Prohibition of institutional discrimination.**

Has Report: No

Subject: Prohibition of institutional discrimination.

Summary/Major Elements:

- This bill specifies that no governmental entity shall:
 - Engage in any diversity, equity or inclusion program, activity or policy.
 - Engage in institutional discrimination.
 - Require instruction promoting institutional discrimination.
 - Require any student, employee or contractor to attend or participate in any diversity, equity or inclusion program or training or any institutional discrimination program or training.
- The bill provides definitions of "diversity, equity or inclusion", "governmental entity" and "institutional discrimination".
- The bill specifies that federally recognized Indian tribes and programs, trainings, degrees, classes or endowments related to federally recognized Indian tribes or Indian history, culture, language and traditions are not diversity, equity and inclusion as defined by the bill. The bill also specifies that the bill shall not be construed to apply to federally recognized Indian tribes.

The above summary is not an official publication of the Wyoming Legislature and is not an official statement of legislative intent. While the Legislative Service Office endeavored to provide accurate information in this summary, it should not be relied upon as a comprehensive abstract of the bill.

STAFF REPORT



Meeting Date:	May 19, 2025	Meeting Title:	Town Council Regular Meeting
Submitting Department:	Internal Services	Presenter:	Lynsey Lenamond
Agenda Item:	Special Malt Beverage Permit Proposal	Public Comment:	Yes

Purpose & Policy Considerations.

The purpose of this item is for the Town Council to consider the creation of a Special Malt Beverage Permit allowed by Wyoming Statute, and, if the Council is inclined to establish this new type of permit, to consider setting the fee for that permit, provide input on staff's recommended permit components, and directing staff to place an ordinance for first reading on the next available Town Council meeting agenda.

Requested Action.

Staff request that the Town Council consider and discuss the creation of a Special Malt Beverage Permit.

Recommendations.

Staff recommend the Town Council direct staff to place an ordinance for first reading on a future Council agenda establishing a Special Malt Beverage Permit for public auditoriums, civic centers, or event centers.

Background.

Early in 2024, after receiving clarifying information from the State Liquor Division, the Town amended the application for 24-hour catering permits and clarified information for all license holders and frequent locations of 24-hour catering permits to ensure better compliance with Wyoming Statutes. While researching Wyoming Statutes during this process, staff realized that Center Management, Inc. could operate under a Special Malt Beverage Permit to serve malt beverages at their Moose Hockey events at the Snow King Sports and Events Center if the Town of Jackson established such a permit, thereby eliminating the need to issue catering permits to retail or resort license holders for the sale of alcohol at these events. Selling and consuming malt beverages at this facility for Moose Hockey under this new permit is compliant with Wyoming Statutes. There may also be other event organizers of events at the Snow King Sports and Events Center and/or venues that could qualify for this type of a permit as well.

Further research revealed that the Town should have been permitting alcohol sales during the summer rodeos under this type of permit as well. Historically, the rodeo has been issued standard malt beverage permits for 37 seasonal rodeos. However, state statutes cap the amount of permits that any organization can receive to 12 in a calendar year. State statutes do make an exception for rodeo arenas that seat a minimum of 7500 people. The Jackson Hole rodeo arena only has seating for 2400 people. Therefore, staff has determined that the annual rodeo also needs to be permitted under this new Special Malt Beverage Permit.

Wyoming State Statute § 12-4-504, Special malt beverage permit for public auditoriums, civic centers or events centers, states the following:

- (a) *The appropriate licensing authority in a county, city or town may issue a special malt beverage permit to any responsible person or organization for sales of malt beverages at public auditoriums, civic centers, or events centers. The licensing authority shall establish an appropriate fee for the permit. Additionally, the licensing authority shall specify the duration of the permit and where malt beverages*

may be sold and consumed under the permit. The issuing body may provide rules to implement this section.

Analysis & Key Policy Questions.

Center Management Inc. leases some portions of the Town-owned Snow King Sports and Events Center and is interested in obtaining this Special Malt Beverage Permit for service of malt beverages at their Moose Hockey games. The rodeo arena is also amenable to being permitted under this Special Malt Beverage Permit. Prior to application and issuance of such a permit, however, the Town would first have to i) amend the Municipal Code to create the permit, ii) establish a fee, and iii) specify the duration of the permit and where malt beverages may be sold and consumed under the permit. Should Council be interested in creating this type of a permit, a draft ordinance is attached to this staff report that accomplishes those items, apart from the fee. Should the ordinance pass, the fee will be added to the Town's Master Fee Schedule at the adoption of the FY26 Budget.

Staff proposes:

1. A fee of \$1000.
2. A duration of 6 months for the permit.
 - ✓ The Wyoming Liquor Division is comfortable with a permit up to 12 months in duration.
3. Applications completed on forms prepared by the Town Clerk's office specifying the type of event.
4. Permits issued upon application to and review by the Town Clerk's office without a public hearing or Council approval.
 - ✓ The Wyoming Liquor Division is comfortable with the permit being issued by staff.
5. A requirement that malt beverages may only be sold and consumed i) inside the building for which the permit is issued, or inside the property boundaries of a defined outdoor space set in the permit ii) only during events that are open to the public and, iii) that are related to rodeos, non-youth spectator sporting events, performances, conferences, ceremonies, or similar types of events where tickets are sold or provided.
 - ✓ Limiting sales and consumption to inside the building or in a defined outdoor space set in the permit removes the ability for sales and consumption of alcohol at any outdoor venue that may have noise and parking impacts on neighborhoods not already established such as the rodeo arena.
 - ✓ Limiting the types of events eliminates the ability to sell and consume beer during youth hockey events, non-event times such as public open skating, hockey practice, skating club practice, and similar non-event programming.

Staff proposes an effective date for the ordinance of July 1, 2025, which gives affected organizations time to prepare the necessary application materials, change out signage as appropriate if issued the permit, and effectuate the change from Catering Permits to a Special Malt Beverage Permit.

Key Policy Question #1: Does Council support staff's recommendation to establish a special malt beverage permit for public auditoriums, civic centers, or events centers as proposed?

- ✓ If the answer is yes, staff will place a draft ordinance on an upcoming meeting agenda for consideration.

Key Policy Question #2: Does Council support staff's recommendation to set a fee of \$1,000 for a special malt beverage permit?

- ✓ Staff has included this \$1,000 special malt beverage permit fee in the updated fee schedule presented with the FY26 Budget to be presented in June of 2025.

Possible Alternatives.

Council could choose to add additional rules for eligibility for a Special Malt Beverage Permit, set a different fee for the permit, and/or set a different duration for the permit.

Comprehensive Plan & Priority Alignment.

Facilitating ways for organizations to more effectively utilize the alcohol permits available to them at event centers and supporting a variety of events in the Town offering entertainment, comradery, and community gatherings support Section 4 – the Town as the Heart of the Region, regarding enhanced civic spaces and social functions.

Fiscal Impact.

If Council approves staff's recommendations and the fee set forth in the upcoming fee schedule, the fee for a new permit will be \$1,000. Special Malt Beverage Permits are permits, not annual licenses under the statutes, and therefore there will not be a renewal fee. Changing to this type of permit rather than catering permits for Jackson Hole Moose Hockey would result in a decrease in revenue of approximately \$100-\$300 annually with no change to other events at the facility. Changing to this type of permit rather than standard malt beverage permits for the Jackson Hole Rodeo would result in a decrease in revenue of approximately \$850 annually. There would be an additional fiscal impact of approximately \$300 - \$400 related to advertising of an adopted ordinance.

Staff Impact.

General: Establishing a Special Malt Beverage Permit reduces staff time in the Town Clerk's Office because we will issue fewer catering permits and standard malt beverage permits per year which increases efficiency.

Specific: The staff impact of research and preparation of this staff report has been approximately 25 hours to date with time spent by Internal Services, Administration, and Legal staff. If direction is provided to move forward, additional staff time for ordinance work as well as creation and implementation of this new permit is estimated at approximately 10 additional hours.

Attachments or Links.

Staff has attached a draft ordinance containing the points outlined in this staff report.

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

I move to direct staff to present the proposed draft ordinance establishing a Special Malt Beverage Permit for public auditoriums, civic centers, or event centers at the next available Town Council meeting.

ORDINANCE XXX

AN ORDINANCE AMENDING CHAPTER 6.20, APPLICATION FOR LICENSES AND PERMITS, AND CHAPTER 6.50, SPECIAL 24-HOUR PERMITS, OF TITLE 6, LIQUOR LICENSES AND PERMITS, OF THE MUNICIPAL CODE OF THE TOWN OF JACKSON, WYOMING.

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

SECTION I.

Section 6.20.006 of the Jackson Municipal Code of the Town of Jackson Municipal Code is hereby amended as follows:

6.20.006 - Application form and fees.

- A. A person desiring any liquor license or permit under this title shall apply to the Town Clerk on forms prepared by the Attorney General of the State of Wyoming, as and in accordance with the statute of the State of Wyoming.
- B. The Town, upon application, state certification, and public hearing, may issue a liquor license or permit pursuant to this title and Title 12 of the Wyoming State Statutes.
- C. The fee paid annually for each license and permit shall be in an amount established by resolution; however, in no case shall the sum be greater than the amount authorized by applicable Wyoming Statutes. No application will be processed, nor any licenses or permits issued, until payment in full has been made.
- D. The fee to be paid for each license and permit shall be in an amount established by resolution, which fees may be amended from time to time by the Town Council; however, in no case shall the sum be greater than the amounts authorized by applicable Wyoming Statutes.

(Ord. _____ § 1, 2025; Ord. 1280 § 4, 2021; Ord. 1245 § 1, 2020; Ord. 1185 § 1, 2017; Ord. 969 § 1, 2010; Ord. 853 § 4, 2007).

SECTION II.

Sections 6.50.010 and 6.50.020 of the Jackson Municipal Code of the Town of Jackson Municipal Code are hereby amended as follows:

Chapter 6.50 – SPECIAL PERMITS

6.50.010 – 24-Hour Catering permits.

It is the duty and obligation of the resort or retail liquor licensee under which the catering permittee is acting to ensure compliance with all State and Town alcohol laws and regulations. Any violations thereof shall be attributed to the resort or retail liquor licensee.

(Ord. _____ § 1, 2025; Ord. 1245 § 1, 2020; Ord. 1185 § 1, 2017; Ord. 853 § 7, 2007; Ord. 823 § 1, 2006; Ord. 714 § 1, 2002).

6.50.020 – 24-Hour Malt beverage permits.

Applicants for malt beverage permits must have successfully completed an alcohol server education course approved by the Wyoming Liquor Division or the Jackson Police Department prior to permit application. Proof of current alcohol server training certification will be required as part of the malt beverage permit application.

(Ord. _____ § 1, 2025; Ord. 1245 § 1, 2020; Ord. 1185 § 1, 2017; Ord. 969 § 2, 2010; Ord. 853 § 7, 2007; Ord. 697 § 1, 2002; Ord. 90 § 4, 1965).

SECTION III.

Section 6.50.030 of the Jackson Municipal Code of the Town of Jackson Municipal Code is hereby amended as follows:

6.50.030 – Special malt beverage permits for public auditoriums, civic centers or events centers.

- A. Applicants for special malt beverage permits must have successfully completed an alcohol server education course approved by the Wyoming Liquor Division or the Jackson Police Department prior

to application. Proof of current alcohol server training certification will be required as part of the special malt beverage permit application.

- B. Special malt beverage permits may be issued in accordance to 6.20.006 of this Title, without a public hearing or Council approval.
- C. An application for a permit under this section 6.50.030 shall include a description of the type of event.
- D. Special malt beverage permits are valid for 180 days' from, and including, the date of issuance.
- E. Under a special malt beverage permit, malt beverages may only be sold and consumed i) inside the building for which the permit is issued or inside the property boundaries of a defined outdoor space set in the permit, ii) only during events that are open to the public and, iii) that are related to rodeos, non-youth spectator sporting events, performances, conferences, ceremonies, or similar types of events where tickets are sold or provided.

(Ord. ____§ 1, 2025).

SECTION VI.

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 V.

This Ordinance shall become effective July 1, 2025 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. XXX 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

STAFF REPORT



Meeting Date:	May 19, 2025	Meeting Title:	Town Council Meeting
Submitting Department:	Building Department	Presenter:	Kelly Sluder/Paul Anthony
Agenda Item:	Demolition Permits DEM25-002 Located at 255 E. Pearl Ave.	Public Comment:	Yes

Purpose & Policy Considerations.

The purpose of this item is for the Council to review and consider a demolition request when the Teton County Historic Preservation Board (TCHPB) recommends a stay on demolition per Title 15.38 D. Demolition Permit Review

Requested Action.

On March 19, 2025, applicant KMW Architecture applied for a demolition permit (DEM25-002) to remove a 784-sf house built in 1935 and located at 255 E. Pearl Avenue (photos provided below).



South Elevation



East Elevation

Recommendations.

The TCHPB recommends a 100 day stay in the issuance of the demolition permits for public comment and in order for the applicant, the TCHPB and other interested parties to explore alternatives to demolition.

Background.

Upon receipt of a demolition permit application pursuant to Section 105.1 of the International Building Code, the Planning and Building Department shall refer the demolition application to the TCHPB.

The TCHPB met on April 8, 2025, and found, based on the submitted application and their own analysis, that the home at 255 E. Pearl Avenue is historically significant according to the Town of Jackson Designation Criteria to the Jackson Historic Register. Specifically, a structure may be historically significant under one or more of the following criteria as provided in section 5.9.4. of the Town of Jackson LDRs:

Criteria:

1. Age: 50 years or older, or are otherwise historically significant;
2. Historically Significant as part of the early development of tourist lodging in Jackson;
3. Structures are historically significant representing log construction of the era.

The TCHPB found that the structure in question meets Criteria 3 as it embodies distinctive characteristics of a type, period, method of construction, or artisan. The residence at 255 East Pearl Avenue represents the vernacular ranch style construction unique to Jackson from the early mid-20th century through the 1960s. Its estimated date of construction is 1935-1940. It appears to have been relocated from its original location behind the former Silver Spur Café (currently Local restaurant) on Cache Street. This structure retains a high degree of Historic Integrity. It's also in excellent condition.

See demolition permit application for a full summary of request, background materials, and photos.

Analysis & Key Policy Questions.

The key policy question is whether the Council supports (or not) the TCHPB's recommended stay of 100 days for the existing house located at 255 E. Pearl Avenue.

Possible Alternatives.

The Council may consider requiring a stay of not less than 60 days but not more than 100 days, or no stay at all.

- A stay of 60 days would end on June 7, 2025.
- A stay of 100 days would end on July 17, 2025.

Comprehensive Plan & Priority Alignment.

The Comprehensive Plan addresses historic preservation with the following policies:

Policy 4.5a: Identify and preserve historically significant structures and sites;

Policy 4.5.b: Support the Historic Preservation Board; and

Policy 4.5.c: Enhance historic preservation education, outreach, and awareness.

Fiscal Impact.

None Identified.

Staff Impact.

Processing this application took staff approximately four hours.

Attachments or Links.

Demolition permit application

Recommendation from TCHPB (email)

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

I move to approve a stay of 100 days [or less] on the demolition of the existing single-family home as presented in this staff report and located at 255 E. Pearl Avenue.

STAFF REPORT



Meeting Date:	May 19, 2025	Meeting Title:	Town Council Meeting
Submitting Department:	Planning Department	Presenter:	Paul Anthony
Agenda Item:	Scoping Workshop to discuss Long Range Planning Amendments to the Town Land Development Regulations (PM25-001)	Public Comment:	Yes

NOTE: This item was continued from the Council's May 5, 2025, meeting. This staff report has been revised substantially so please read the entire report to review all new information.

Purpose & Policy Considerations.

The purpose is for the Town Council to review a scoping-level list of projects that involve targeted amendments to the Town of Jackson Land Development Regulations (LDRs). This agenda item was requested by the Town Council at its annual retreat on February 12 and 13th, 2025, but is also similar to a scoping report request the previous Council made in the Fall of 2024.

Requested Action.

Staff requests that the Council provide direction on how to prioritize desired LDR amendments that can be included in the Joint Long-Range Planning Workplan for FY26, FY27, and beyond if directed.

Recommendation.

The Planning Director recommends prioritizing the 2:1 Workforce Bonus Review, The Natural Resource Overlay (NRO) update, and Biennial LDR Update for the FY26 Work Plan. Additional staff direction for potential projects is provided for the FY27 Work Plan and beyond.

Background.

On February 12 and 13, 2025, the Town Council held its annual retreat with all Town departments. The purpose of the retreat was to hear updates from department directors and prioritize major work efforts for the next two fiscal years. During the retreat Council members provided comments and direction on the long list of potential LDR updates that needed further prioritizing. Because of the specific nature of this task and the additional time needed to discuss the topics with Council, it was suggested that a separate workshop be scheduled to discuss the content and scope of the LDR amendments, and then decide which, if any, of the projects the Council would direct staff to pursue in the next two fiscal years. This item is intended to allow for this discussion. At the retreat, the Council also provided support to begin a scoping process for a major update to the Comprehensive Plan in 2026.

However, due to multiple postponements of this workshop item, the Council already met with the County Commissioners in a Joint Meeting on May 5, 2025, to discuss the Joint Long-range Planning FY26 Work Plan – which was before this item could be scheduled for a Council workshop. At that Joint Meeting, the Council had the opportunity to review the same list of potential LDR projects provided in this staff report (but perhaps not in as great detail) and made a motion to include the following LDR three projects, as well as the Comprehensive Plan joint scoping project, in the Joint Long-Range FY26 Work Plan:

- 1) 2:1 Workforce Bonus Review;
- 2) The Natural Resource Overlay (NRO) update;

- 3) Biennial LDR Update (formerly the LDR “Clean Up”); and
- 4) Comprehensive Plan joint scoping/outreach project.

The County Commission did not make a motion for the County’s projects to be included in the Joint FY26 Work Plan and continued their conversation to the next Joint Meeting in June. For reference, below is the table that was reviewed and approved by the Council on May 5, 2025, at the Joint Meeting, with the Town’s FY26 Work Plan projects circled in blue:

JOINT TASKS	
In Progress (and to roll over to FY26)	New (beginning in FY26)
- Safe Streets (Saved to I: Drive ways 70% complete) - Traffic Impact Study LDRs (Transportation & Joint LR Planning 20% complete) - ITP Transportation Demand Management Program Elements (Transportation 25% complete) - Update Housing Mitigation LDRs (Joint Long Range Planning) (on hold – moved to unscheduled)	Comp Plan – Initial scoping/outreach (Joint Long Range Planner)
TOWN TASKS	
In Progress	New
- Town Water Quality - Stormwater (Town Public Works 75% complete) - Ecosystem Indicators (Town Ecosystem Stewardship) (40% complete) - Climate Action Plan Implementation (Town Ecosystem Stewardship) (8% complete)	2 for 1 Review (Town Planning Staff) - NRO Update (Joint Long Range Planner) - Town Biennial LDR Update for FY 26-27
COUNTY TASKS	
In Progress	New
- Wildlife Crossings Master Plan Implementation (Public Works 30% complete) - Highway 22 Capital Multi Modal Transportation Improvement Projects (Public Works & WYDOT) (WYDOT schedule) - Fire Protection Resolution for New Subdivisions – LDRs (County Current Planning 40% Complete) - County review of ARUs (moved to unscheduled) - County Legacy Zoning Update (on hold) - Business Park Legacy Zoning (on hold)	- Water Quality LDR Amendments (County Planner & Public Works. From last year – has not begun) - PRD Tool Review and Amendment (County Planner – request by BCC to add)

Even though the Council has already identified projects for the joint FY26 Work Plan, tonight’s item is still important because the Council can not only modify the FY26 project list if it deems that necessary but it can also provide initial direction on setting priorities for FY27 projects (and beyond). This item was moved to a Town Council regular meeting because the May 19, 2025, Council workshop was canceled.

Key Policy Questions

- 1) Which project(s) does Council want to add to the FY26 Work Plan?
- 2) Which project(s) does Council want to identify for the FY27 Work Plan?
- 3) Which project(s) does Council want to postpone for future discussion after the FY27 Work Plan?

Analysis.

Each year the Joint Long-range Planning Department presents an annual work plan to the Board of County Commissioners and the Town Council during a joint meeting for prioritization of work efforts prior to approval of department budgets. As mentioned above, this year the Work Plan was discussed during the May 5, 2025, Joint Meeting (see summary of the Council's action at that meeting in the Background section above). Planning staff agree with the Council's selection of the three LDR projects and one Comprehensive Plan project for the Joint FY26 Work Plan.

For Council's consideration, tonight's staff report provides a list (see table below) of potential LDR amendments that have:

- Begun but have not been completed due to staff resources.
- Been mentioned in previous Town Council meetings but have not yet begun.
- Been recommended by staff and have been on a staff list for some time.

Each potential LDR amendment is listed with a staff recommendation including suggested resources needed to complete that item. These are broad estimates because the scope of each item has not yet been determined. The items are listed in general order of prioritization as recommended by staff. Recommendations also include information gathered from the Town Planning Commission (PC) during the Joint Planning Commission meeting on March 19, 2025.

Staff hours: In terms of allocating staff hours, it is important to understand that projects in the FY26 Work Plan will be led either by the Joint Long-range Planning Planner, Ryan Hostetter, or by staff of the Town Planning Department. The County also employs an Associate Long-range Planner, Erin Monroe, who is dedicated to working on County-only long-range planning projects. Ms. Monroe's time is not factored into consideration of the Town's or joint Work Plan projects. The Town does not have an equivalent long-range planner position.

Recognizing the significant impact on staff time of a future Comprehensive Plan update, joint-long-range planning staff have allocated about 300 hrs of time to this project for FY26 as a placeholder until further details are known. Once that time is deducted, along with other time dedicated to the Indicator Report and other annual responsibilities, Ms. Hostetter would have about 600 hrs remaining for projects on the Town and County LDR Work Plan list.

If Council finds that increased staff capacity is desired, one option would be to hire a long-range planner that works exclusively for the Town (similar to the Erin Monroe position in the County), and another option would be to re-hire/re-create the Joint Long-Range Associate Planner position who could provide assistance to Ms. Hostetter in the Joint Long-range Planning Department. This additional staffing capacity would be particularly helpful to implement a future Comprehensive Plan update.

List of Potential LDR Projects for FY26 and FY27

Project	Summary	Resource Estimate
1) 2:1 Workforce Bonus Update	Overview: The 2:1 Bonus encourages the private sector to build workforce housing without public dollars. It does this by giving 2 sf of bonus market housing in return for 1 sf of workforce (deed-restricted) housing above the base FAR. It is allowed only in higher density residential and commercial zones. Need: Based on review of recent projects, some Council members have expressed concern that the workforce units gained through the bonus are not fully serving their intended outcome (e.g., too expensive, too large, not enough, etc.) and that the deal is too skewed in favor of developers. With about 550 residential units left in the 2:1 “pool” before the tool is discontinued, there is some urgency in making an update sooner than later if corrections are desired. Scope: Conduct full review of 2:1 program to date, with possible recommendations to increase workforce ratio, increase deed restriction (go from workforce to affordable restriction), impose maximum size limit on workforce units, etc. Consultant services might be needed. • Recommendation: ○ Planning Director: Yes (FY26) ○ Planning Commission: Yes (FY26)	Approx. 150 - 250 staff hours. (Town staff) 6 -12 months At least 2 meetings with PC and an additional 2-3 meetings with Council (not including 3 ordinance readings). Est. Cost: \$15k for consultant
2) Natural Resource Overlay (NRO) Update	Overview: To update the Town’s Natural Resource Overlay (NRO) standards for wildlife habitat protection and possibly the waterbody setback standards for creeks and wetlands. Our NRO has not been comprehensively updated since 1994. Need: Because the County just adopted its update to the NRO (with a new 3-tiered habitat map) and waterbody setbacks (effective May 1, 2025), the timing is ideal for the Town to use the County’s work and new science to do the same. Presumably, the Town would need to modify certain County standards and procedures to better fit the more urban context of the Town. Scope: To conduct a comprehensive review of our current NRO and waterbody setback standards, based heavily on the County’s recent LDR update, and customize new NRO standards as necessary. • Recommendation: ○ Planning Director: Yes (FY26) ○ Planning Commission: No	Approx 250 hours. (Joint Planner) 6 -12 months At least 2 PC meetings and 2 Council meetings (not including 3 ordinance readings). Est. Cost: \$15k for consultant
3) Biennial LDR Update (formerly the annual “clean-up” update)	Overview: To conduct a periodic but regular update of the Town’s LDRs to correct errors, clarify text, codify new staff interpretations and administrative practices, and propose new amendments to fix targeted problems in the LDRs. Need: The LDRs are always a work in progress. That is because Jackson is dynamic place that is undergoing constant change from complex development and land use forces. Because staff use and apply the LDRs on a daily basis to a wide variety of projects, we continually find that certain standards or procedures	Approx 200 hours. (Town Planner) 6 -12 months

List of Potential LDR Projects for FY26 and FY27

Project	Summary	Resource Estimate
	are not clear, do not work as intended, or in some cases, are counterproductive to the community's goals. The Biennial LDR Update is an opportunity for staff to bring important changes to the Council's attention and keep the LDRs updated to meet the needs of the community and improve implementation of the LDRs and Comprehensive Plan. Scope: To conduct a comprehensive, but targeted, review of our current LDRs and propose clear amendments as necessary.	At least 2 PC meetings and 2 Council meetings (not including 3 ordinance readings). Est. Cost: \$0k for consultant
4) Business Park (BP) Zone update Option: Add update of Public/Semi-Public (P/SP), Park (P), Rural (R), and Mobile Home (MH) zones	Overview: After adoption of the 2012 Comprehensive Plan, the Town committed itself to update all of its zone districts to be consistent with the new Plan's policy direction. While we have updated most of our zones, the BP (and other "legacy" zones P/SP; P; R; and MH,) was not one of them, thus the BP zone has not changed substantially since 1994. Need: Traditional BP uses, such as contractor offices/yards, car mechanics, building material suppliers, and storage facilities are under increasing pressure from non-light industrial uses, such as offices, breweries, and wildlife tour companies, for very limited tenant space. And, with the upcoming major upgrades to and investment in the Gregory Lane corridor, the timing is right to update the zone to match the new physical improvements on the ground. Scope: To conduct a comprehensive review of the BP zone's challenges and needs, including considering the more regional role of the County BP zone, to make amendments that reflect current and future needs of the BP zone. • Recommendation: ○ Planning Director: Yes (FY27) ○ Planning Commission: Yes (FY26)	Approx. 150 - 300 hours. (Joint or Town Planner) 9 -12 months At least 1 PC meetings and 2 TC meetings (not including 3 ordinance readings). Est. Cost: \$0k for consultant
5) Reconsider Form-based standards	Overview: In 2016-2018, the Town adopted a number of "form-based" standards that provided specific and predictable standards focused on the design of buildings, how buildings face the street, and improving sidewalks and the public streetscape. This item was raised by the previous Council during the "big building" moratorium without much detail. Staff believe the intent is to review our current form-based standards and consider whether they are having unintended consequences, such as possibly creating larger-than-expected buildings, more "urban" character than desired, or increasing the cost of development and hurting local businesses and owners. Reason: Our form-based standards create standards to require large pedestrian frontages (sidewalks); minimum street wall requirements, built-to setbacks, redevelopment requirements, parking location, third-story stepbacks, and other architecture-based standards. These standards create more uniform standards for new development and establish a higher level of minimum standards, so it could be argued that this imposes some higher costs on developers than previous requirements. They can also make much existing development	Approx. 150 - 250 hours. (Town Planner) 9 – 12 months At least 2 PC meetings and 2 TC meetings (not including 3 ordinance readings). Est. Cost: \$0k - \$50k for consultants

List of Potential LDR Projects for FY26 and FY27

Project	Summary	Resource Estimate
	nonconforming, making redevelopment more difficult/expensive, especially when landowners want to reuse existing structures rather than scraping them. Scope: To conduct a comprehensive review of the form-based standards in the LDRs with an eye for which ones may increase developer or landowner costs and weigh those costs against the intended benefits of the standards. The scope of this project will need to be clarified by the Council. • Recommendation: ○ Planning Director: FY27 Planning Commission: N/A	
6) Update Design Guidelines	Overview: This project would amend the original Design Guidelines (adopted in 2004) to provide better clarity, predictability, and “teeth” for review of all types of commercial and large residential buildings. Need: The Design Guidelines have not been comprehensively updated since 2004, although targeted amendments were made in 2024 to address big buildings and additional guidelines for historic and “western” character were added in 2021. The current guidelines were intended for commercial, not residential, development, making review of multi-family projects difficult in some cases. An update would offer an opportunity to update guidelines to meet the community’s current development challenges and aesthetic goals. Scope: To conduct comprehensive review of 2004 Design Guidelines, likely using consultant assistance, to make desired changes to better reflect current community goals. • Recommendation: ○ Planning Director: Yes but wait until after Comp Plan update where community can discuss visual preferences for new development. ○ Planning Commission: Yes, but only after 2:1 and BP update.	Approx. 300 hours. (Joint or Town Planner) 12 - 18 months At least 3 meetings with DRC, 2 with PC, and 2 with Town Council (not including 3 ordinance readings). Est. Cost: \$50k - \$100k for consultant
7) Add Sustainability LDRs	Overview: Our Comprehensive Plan includes various policies and goals to promote sustainability and reduce greenhouse gas emissions (GHG). Goals include encouraging the use of solar and other renewable energy sources, promoting multi-modal transportation, reducing water usage in landscaping, encouraging use of energy-efficient and green building methods, and protecting water quality. Reason: The current LDRs arguably lack specific standards to encourage or require some of the above sustainability goals. It’s also true that not all of these goals have a direct LDR link, meaning that other Town departments and entities outside of Town government will need to act to make progress on these goals. For example, we should recognize current and planned Town efforts to promote sustainability by the Town Ecosystem Stewardship Administrator (Sustainability	Approx. 200-300 hours. (Joint or Town Planner) 9 -15 months At least 2 PC meetings and 2—3 TC meetings (not including 3 ordinance readings).

List of Potential LDR Projects for FY26 and FY27

Project	Summary	Resource Estimate
	Plan, ecosystem indicators, etc.), Transportation Manager (traffic impact studies, multi-modal strategies, etc.), and Public Works Director (stormwater management plan), who are already working on projects that intersect with sustainability. As sustainability is a very broad topic, planning staff will need clarity from the Council on the intent and scope of any LDR projects. Scope: To conduct a comprehensive review of the LDRs to look for opportunities to reduce barriers, add incentives, and possibly create new requirements to promote sustainable development practices. This project could be scaled as a smaller or larger project depending on Council direction. • Recommendation: ○ Planning Director: Yes but wait until after Comp Plan update. Or possibly do a smaller targeted update in FY27 or beyond ○ Planning Commission: No	Est. Cost: \$0k - \$30k for consultant
8) Update Hillside Regulations and Hazard Map Overlay	Overview: This project began in 2017 as a Work Plan item. An internal 75% draft of new hillside LDRs and a hazard map were completed. This project was put on hold due to other priorities. The general intent is to fix confusing and conflicting standards and procedures related to development on steep slopes and on other potentially hazardous areas. Reason: The Town's current steep slope LDRs are outdated, inconsistent, and hard to interpret. Thus, staff find that there is still a significant need to simplify and clarify our rules for developing on steep slopes. Scope: To conduct a comprehensive review of our current Hillside CUP process, steep slope rules, and grading standards. • Recommendation: ○ Planning Director: Yes (FY27 or beyond but need commitment from Public Works to complete project) ○ Planning Commission: No	Approx. 200 - 300 hours. (Town Planner) 9 -12 months At least 2 PC meetings and 2-3 TC meetings (not including 3 ordinance readings). Est. Cost: \$10k - \$30k for consultant
9) Address Secondary impacts of development	Overview: This item was raised by the previous Council without much detail but staff believe the intent is to study possible strategies for making development better mitigate or pay for negative impacts on the community, such as traffic, water quality, historic resources, etc., with impact fees, off-site improvements, and similar requirements. The Reason: As the Town continues to grow and densify at a fast pace, some people feel that new development should pay more to off-set its negative impacts on the community. Failure to do this may leave the community with expensive capital needs, such as upgrading roads, sidewalks, and intersections, to address traffic congestion or with the loss or degradation of other community assets, such as water quality or wildlife habitat. Adopting impact fees, or similar tools, could be used to shift the cost for mitigating these impacts from the general	Approx. 400 hours. (Joint or Town Planner) 12 – 36 months At least 2 PC meetings and 2-3 TC meetings (not including 3 ordinance readings).

List of Potential LDR Projects for FY26 and FY27		
Project	Summary	Resource Estimate
	community to developers. The current State legislature’s general opposition to existing (and presumably new) impacts fees should be considered as well. Scope: To conduct a comprehensive review of opportunities where impact fees and similar tools could be adopted to off-set public costs from new development. Any such adoption process would need to rely on consultants to conduct a detailed legal nexus study (similar to our housing legal nexus study) to determine a “fair share” formula that could be applied to individual developments. • Recommendation: ○ Planning Director: Wait until after Comp Plan update. ○ Planning Commission: N/A	Est. Cost: \$50k – \$300k for consultants
10) Other?		

Fiscal Impact.

No fiscal impact is identified at this time. Fiscal impacts will be determined based on prioritization of work items and whether or not consultant services are recommended.

Staff Impact.

The amount of staff time to draft and present this staff report is approximately 20 hours. Staff time required to manage one or more of the above projects is provided in the Table.

Attachments or Links.

N/A

Suggested Motion.

[The motion for Item A is optional because the Council already approved these projects for the FY26 Work Plan on May, 5, 2025, at the Joint Meeting, so this motion is necessary only if the Council desires to change the projects for the FY26 Work Plan]

Item A: I move to direct staff to place the 2:1 Workforce Housing Bonus update, the Natural Resource Overlay (NRO) update, Biennial LDR update, Comprehensive Plan scoping/outreach project, and [add or subtract projects] on the FY26 Work Plan list.

Item B: I move to direct staff to place the Business Park (BP) Zone update [option: to include all other “legacy” zones] and the Reconsideration of Form-based Standards on the preliminary FY27 Work Plan list.

STAFF REPORT



Meeting Date:	19 May 2025	Meeting Title:	Town Council Regular
Submitting Department:	Public Works	Presenter:	Floren Poliseo
Agenda Item:	North Willow Street and East Gill Avenue: WYDOT Reconnaissance Report	Public Comment:	yes

Purpose & Policy Considerations.

The purpose of this item is for Council to review and consider the Reconnaissance (Recon) Report provided by the Wyoming Department of Transportation (WYDOT) for street reconstruction projects on Willow and Gill.

Requested Action.

Staff requests that Council approve the Recon Report and authorize the Mayor to sign it.

Recommendations.

Staff recommend approval and authorization of Mayor signature.

Background.

The Town participates in the Urban Systems program through a partnership and agreement with WYDOT and Teton County. Through this program, these agencies share asset management and maintenance responsibilities of the WYDOT-owned corridors through town. In exchange for the Town contributing daily operations to maintain the streets (primarily snow plowing, snow removal, sanding, and street sweeping), WYDOT contributes funds that accrue for Town and County use on transportation projects. The balance of this account is currently approximately \$1 Million, and the Transportation Advisory Committee (TAC) voted to put these funds toward sections of Willow Street and Gill Avenue in the northeastern area of downtown, to provide pedestrian and bicycle access and connectivity, improve vehicular traffic flow, accommodate alternate modes of travel, and improve safety for all users.

The Urban Systems program entails a well-defined funding split and process to implement projects. The Town and County provide 10% of the project costs, with WYDOT funding 90% up to the full amount of the funds accrued. The Town entered into a Cooperative Agreement in January of 2024 for WYDOT to conduct a Recon Report describing the existing conditions, project area, and recommendations. This Recon Report is now complete and requires the Mayor's signature to complete this phase of project work.

Analysis & Key Policy Questions.

County and Town staff have coordinated with WYDOT over the last year, providing information, draft reviews, and comments to complete the Recon Report. The Recon Report includes accurate existing conditions, with a few staff comments noting minor corrections. Staff noted corrections are included in the attached Reconnaissance Report on pages 7-8 and 17-18 of this Staff Report PDF packet (pages numbered 4 and 13 in the Recon Report).

The Report additionally provides initial project recommendations such as:

- Using design guidelines other than WYDOT Design Guides, including Town of Jackson (Community Streets Plan and Land Development Regulations (LDRs)), AASHTO Green Book (for urban context sensitive approach), and National Association of City Transportation Officials (for bicycle facilities).
- Prioritizing safety for pedestrian and bicycle uses alongside public transit (START Bus) route segments.
- Filling gaps in the north-south bicycle network connecting the Town to the rural bicycle pathways.
- Accommodating children with a safe route to walk or bike to Jackson Elementary School and the Recreation Center, with a preference for protected bike lanes over on-street bike lanes.
- Using a design speed of 20 mph and incorporating speed management techniques to encourage more cautious driver behavior.
- Maintaining adequate drainage on the streets with curb and gutter.
- Further discussing possible cross-section elements configurations for each street segment in the project area.

- Designing intersections in accordance with the Town LDRs and Multimodal Design Toolkit from the Safety Action Plan along with consideration for bus route review/modification.
- Permanent traffic signage, marking, and streetlights consistent with safe pedestrian applications.

The information provided on cross-section elements has already initiated further staff consideration for design alternatives to achieve the multiple identified safety goals in narrower right-of-way widths. WYDOT's Planning and Policy Analyst has worked with their legal team to confirm for staff that the Recon Report can be amended once signed, if necessary, and that the project design does not have to include the exact recommendations, or the full extent of the area defined in the Recon Report. During staff review of the Report, and because of further development of the Safety Action Plan and other guidance related to the Safe Streets For All project, staff has identified alternative complete street design concepts in the Willow-Gill project area. These ideas will be presented to Council in the coming months for direction on project design.

It is important to sign off on the Recon Report to complete this step in the Urban Systems project process. After Council provides more direction to staff regarding project design, the Town must execute a Cooperative Agreement with WYDOT to fund engineering design and construction through Urban Systems.

Possible Alternatives.

Council may alternatively vote against signing the Recon Report, delaying progress toward the next step in the Urban Systems project planning process to begin project design.

Comprehensive Plan & Priority Alignment.

This project directly supports several Comp Plan components:

Principle 2.2 - Reduce greenhouse gas emissions through land use.

- Policy 2.2.a: Enhance suitable locations as Complete Neighborhoods
- Policy 2.2.c: Improve air quality

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 4.2 - Promote vibrant, walkable mixed use areas.

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

Principle 6.2 - Promote a stable and diverse economy.

- Policy 6.2.e: Promote Federal and State partnerships

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.c: Interconnect all modes of transportation

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.b: Coordinate transportation network decisions

Principle 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

Principle 10.1 - Implement the Plan predictably, cooperatively, and regionally.

- Policy 10.1.b: Plan jointly, as one community

Fiscal Impact.

Pathways has allocated \$2,200 to pay invoices for the Town/County's 9.51% share of Reconnaissance costs.

The Urban Systems process requires that design must be completed for some portion of the project area within three years of completing the Report, or the Town must pay back WYDOT's 90.49% share of Recon costs. The timeline can be recalculated with amendments to the Recon Report after it is accepted.

The estimated cost for the full project area is approximately \$4 Million, so staff expects to only complete a portion of the full project vision with the Urban Systems funding. The remaining project area would be scheduled and funded in future Fiscal Years, likely using a combination of capital and grant funding.

Staff Impact.

The Transportation Manager, Pathways Coordinator, Public Works Director, and Town Engineer have contributed about 30 hours collectively to this project so far. As these streetscape improvements were already part of the Town Public Works Department and Town/County Pathways' capital improvement plans and work plans, more project related information will come before Town Council at future meetings.

Attachments or Links.

Reconnaissance Report

Suggested Motion.

I move to approve and authorize the Mayor to sign the Reconnaissance Report for North Willow Street and East Gill Avenue.

**WYOMING DEPARTMENT OF TRANSPORTATION
BY ANTHONY R. LAIRD, P.E., CHEYENNE, WYOMING**

**RECONNAISSANCE REPORT
Project CN22039
Jackson Streets
North Willow Street and East Gill Avenue
Teton County**

LOCATION and DESCRIPTION: The project is located along the eastern and northern perimeter of the downtown area in the Town of Jackson in Teton County. Proposed work will reconstruct two high-priority street segments to better support travelers who chose to walk or bike in accordance with the principles of the Jackson | Teton County Comprehensive Plan.

FIELD INSPECTION: August 26, 2024

FIELD INSPECTION PERSONNEL:

Charlotte Frei, PhD, P.E., Regional Transportation Planning Administrator, Teton County
Brian Schilling, Pathways & Trails Coordinator, Teton County
Sam Petri, Communications & Advocacy Director, Friends of Pathways (Jackson Hole)
Peter Stinchcomb, P.E., District Construction Engineer, Rock Springs
Bob Hammond, P.E., Resident Engineer, Jackson
Andrea Allen, P.E., Project Development Engineer, Cheyenne
John Goyen, P.E., State Photogrammetry and Surveys Engineer, Cheyenne
Nick Hines, Environmental Services, Cheyenne
Marshall Newlin, P.E., Assistant State Bridge Engineer, Cheyenne
Kadi Bradfield, P.E. Assistant State Traffic Engineer, Cheyenne
Meadow Ridley, P.E., Design Squad Leader, Cheyenne
Amy Jacoby, Assistant Administrator, Right of Way, Cheyenne
Andy Bartel, P.E., Traffic, Cheyenne
Tony Laird, P.E., Consultant, Cheyenne

ROUTES: ML17641, East Gill Avenue and ML17898, North Willow Street

DISTRICT: 1

PROJECT LIMITS AND LENGTH OF PROJECT: The program limits, from the March, 2024 STIP addendum, are shown as RM 100.05 to RM 100.15 for an overall project length of 0.10 miles on ML17896. However, Cooperative Agreement No. 70964 between WYDOT and the Town of Jackson which established the project, includes an exhibit showing both street sections; they are also described in text in the agreement.

Based on Cooperative Agreement No. 70964, between WYDOT and the Town of Jackson, and discussion at the reconnaissance inspection, the project will include work on Willow St/Bruun Blvd, **ML17898**, from **RM 99.989** (50' south of the center of the Willow/Broadway intersection) to **RM 100.154** (the Willow/Gill intersection) for a **length of 0.165 miles**.

The section of Gill Ave from the western edge of Willow to the Gill/King intersection (RM 100.124) is currently being designed by the Town. Based on the cooperative agreement, and discussion subsequent to the reconnaissance inspection, the project will include work on Gill Ave, **ML17641**, from **RM 100.002** (the east right-of-way line along N. Cache St – a state highway) to **RM 100.124** (Gill Ave/King St intersection) for a length of **0.122 miles**.

FUNCTIONAL CLASSIFICATION: Both streets are classified as Minor Collectors.

HIGHWAY SYSTEM: Both streets are on the Town of Jackson's system.

CHARACTER OF WORK: Reconstruction using safe street principles.

PROGRAMMED FUNDING: The design and construction funds could be sought through the STP-U program. However, other discretionary grants could become available (e.g. Safe Streets for All Capital Grants.)

CONSTRUCTION YEAR: To be determined.

RELATED STUDIES: 2007 Town of Jackson & Teton County Pathways Master Plan, 2015 Town of Jackson Community Streets Plan and the 2021 Town of Jackson & Teton County Pathways Master Plan Addendum. A Safety Action Plan and an update to the Community Streets Plan, funded by a Safe Streets and Roads for All (SS4A) Planning Grant, is underway. Though not yet complete, the recommendations being developed and vetted should also inform the design of the subject project.

EXISTING FACILITIES:

Traffic Data: Traffic data presented are from the WYDOT Planning Program. Truck traffic is approximately 2% of the total for both streets.

Facility	Existing 2024 AADT	Design Year 2046 AADT (Estimated)
South Willow St/Bruun Blvd	2500	3500
East Gill Ave	4950	7000

Posted Speed Limit: Both streets are posted at 25 mph and both have school zones in the vicinity of Davey Jackson Elementary School with a speed limit of 20 mph from 8 AM to 4 PM.

Roadway Geometrics - Horizontal and Vertical Alignment: Both streets are straight and relatively flat.

Roadway Geometrics - Roadway Widths: Pending field measurements, the following cross section elements were observed on internet-based photo records and informed by discussions with the Jackson-based members of the reconnaissance team:

Traveled ways are assumed to be 11' and the bike lanes 5'. These exist on both streets throughout the project. The west half of Bruun Blvd has recently been reconstructed and now has a traveled way of 9' – 10', exclusive of the 1.5' gutters on each side.

Where they exist, the parking lanes are assumed to be 8'. On-street parking is allowed along the south side of Gill Ave; none is allowed on the north side of Gill Ave. No parking is allowed along Bruun Blvd between Broadway Ave and Deloney Ave. Parking is allowed on both sides of Willow St between Deloney Ave and Gill Ave, except for the area adjacent to the public parking lot on the west side (see discussion below about seasonal changes).

The south side of Gill Ave, between King St and Willow St, has no curb & gutter. Other sections of Gill Ave have curb & gutter. The west side of Willow St along the church property (up to the public parking lot) has no curb & gutter. Other sections of Bruun Blvd and Willow St have curb & gutter. Curb extensions ("bulb-outs") are installed on the two north corners of the Willow St/Deloney Ave intersection as well as the approach into the public parking lot on the west side of Willow St. The standard curb & gutter width for the Town of Jackson is 2'.

Where they exist, sidewalk/boardwalk widths are mostly assumed to be about 5' wide. Boardwalks, in lieu of portions of the concrete sidewalks, exist for about 0.08 miles east of the N. Cache St intersection on both sides of Gill Ave; The sidewalks in the west end are concrete. There is no sidewalk on the south side of Gill Ave, between King St and Willow St. Boardwalks, in lieu of portions of the concrete sidewalks, exist along the east side of Bruun Ave. The recently reconstructed west half of Bruun Blvd has a 6' sidewalk and 6' protected bike lane separated by a 0.5' decorative concrete border. Concrete sidewalks, about 10' wide, exist along the east side of Willow St and sidewalks, about 5' wide, exist adjacent to the public parking lot on the west side. The west side of Willow St along the church property has no sidewalk.

A raised median, assumed to be 10' wide, with grass and trees, is installed in the middle of Bruun Blvd. On either end of the median are dedicated left turn lanes.

The Town has been installing bollards, to create protected bike lanes on both sides of the road, on a seasonal basis along Willow St and Bruun Blvd. During this installation, the on-street parking on the west side of Willow St, between Deloney Ave and Gill Ave, is eliminated but much of the on-street parking on the east side of this section is still available.

Surfacing: Plant Mix Pavement.

Drainage: In addition to street related storm sewer facilities, there is a pipe, known locally as the “Cache Creek Tube”, that carries water from Cache Creek near its historical channel. The Town has confirmed this is a 48” pipe and extends northerly under Willow St from Broadway Ave to Deloney Ave, westerly to King St, northerly to Gill Ave, and then westerly under Gill Ave.

Safety History: The crash history for the years 2019 to 2023 is summarized:

Willow St/Bruun Blvd: 8 Total Crashes, No Injuries

Gill Ave: 11 Total Crashes, 1 Minor Injury

The injury was suffered in a vehicle struck from behind while stopped at the intersection with N. Cache St.

Safety Management System - Safety Screening, Evaluations, and Recommendations: Not applicable since the proposed project is off the state highway system. The WYDOT Safety Management System only produces a Safety Index Rating and Level of Safety Service Rating for on-system highway sections.

Lighting: There are a few luminaires along Gill Ave and along Willow St adjacent to the town parking lots.

Right-of-Way: As determined with the Teton County GIS, the nominal right-of way width along both streets appears to be 60’.

Land Use: The adjacent use is mixed. There are considerable public/civic uses including a welcome center, two public parking lots, a community recreation center, a public school, and a church. A large grassed area east of Willow St, between Deloney Ave and Gill Ave, is owned by the school district but is reportedly used for community recreation, such as soccer. The remainder is a scattering of mixed business.

Utilities: Utility owners and facility types present within the project include:

- Town of Jackson, water system
- Town of Jackson, sanitary sewer system³
- Lower Valley Energy, natural gas
- Lower Valley Energy, power
- Spectrum, cable tv and internet

Environmental: Natural environmental resources are limited in the project area. Cultural surveys will be needed. A sign noted on the east side of Bruun Blvd identified the building as Miller House Offices, circa 1928. The listed address is 211 East Broadway. The property along

Summary of Comments on 20250203_CN22039 Reconnaissance Report 10_7_24 (1)-commented.pdf

Page: 4

	Number: 1 Author: fpoliseo	Subject: Cross-Out	Date: 3/16/2025 10:43:27 PM
	Number: 2 Author: fpoliseo	Subject: Inserted Text	Date: 3/16/2025 10:43:14 PM
	Number: 3 Author: fpoliseo	Subject: Inserted Text	Date: 3/16/2025 10:44:49 PM

Town of Jackson, storm sewer system

the west side of Bruun Blvd is held in conservation leases. The large grassed area east of Willow St, between Deloney Ave and Gill Ave, owned by the school district, due to its use for public recreation, is likely considered a Section 4(f) property (so named in the U.S. Department of Transportation Act of 1966). Project surveys will determine if part of the existing street-side sidewalk is on this property.

RECONNAISSANCE REPORT RECOMMENDATIONS: WYDOT Design Guides will not be used since the project is off the state system and since the Town of Jackson has several sources of design guidance. In particular, the 2015 Town of Jackson Community Streets Plan which serves as "... as adaptable guide and toolkit of preferred street right-of-way design solutions ..." can assist the designer. As mentioned above in the Studies section, the Safety Action Plan and updated Community Streets Plan, funded by a Safe Streets and Roads for All (SS4A) Planning Grant, is underway. The recommendations being developed and vetted should also aid in the design of the subject project. Another local resource is the Town's Land Development Regulations, which have criteria which are binding on developers. The AASHTO, *A Policy on Geometric Design of Highways and Streets, 2018* (Green Book) is another useful reference; for urban collectors, it calls for: "A flexible and balanced design approach to serve all transportation modes appropriately ..." The Green Book references an ITE Report, *Designing Walkable Urban Thoroughfares: A Context Sensitive Approach*, which seems to offer excellent guidance for this type of facility. Other published guidance, particularly from the National Association of City Transportation Officials (NACTO), reflects recent and innovative bicycle facility design ideas, so could be a useful resource for this project as well. There may be other design guidance which can be utilized.

1. Recommended Character of Work: The project will be largely reconstruction with a high priority on the need to safely support travelers who chose to walk or bike. A public transit (START Bus) route runs on portions of the subject project area, as described later in this report.
2. Purpose and Need for Project: The Gill Protected Bike Lane and the Willow St Protected Bike Lane were identified as the 3rd and 16th ranked priority projects in the 2021 Teton County Pathways Master Plan Addendum. The overall bicycle network shows this improvement as filling a gap in the most desirable north-south bicycle route, which will enable much better connectivity between the rural bicycle pathways south and north of the Town. Furthermore, the Davey Jackson Elementary School and the Town's Recreation Center are located adjacent to these two street sections. It is highly desirable that children have a safe route to walk or bike to those destinations; protected bike lanes are much preferred to on-street bike lanes for these younger, less experienced bicyclists.
3. Project Limits: The project limits will be unchanged from those discussed earlier in the report. One change from the Cooperative Agreement was a slight extension (0.004

miles) of Willow to the south to assure that the south corners of the intersection of Willow St/Broadway Ave will be improved as necessary to best support pedestrian and bike crossings of Broadway Ave. The other change was a slight shortening of the work on Gill Ave to avoid addressing the traffic signal and ADA ramps at the Gill Ave/N. Cache St intersection, which are within the highway right-of-way. That work would more appropriately be addressed by WYDOT in the future.

4. **Posted Speed Limit:** The posted speed limit (25 mph), including the school zone (20 mph), will remain unchanged initially. With the speed management techniques being utilized on this project, a speed study post-construction may support reducing the posted speed to 20 mph.
5. **Design/Target Speed:** 20 mph. This selection is also supported by the Green Book as these sections are considered in the urban core and in a restricted context considering the prioritization of walking and biking. The previously mentioned ITE report and the Green Book advocate a “target speed” as the “highest speed at which vehicles should operate on a thoroughfare, in a specific context, consistent with the level of multimodal activity generated by adjacent land uses, to provide both mobility for motor vehicles and a desirable environment for pedestrians, bicyclists, and public transit users.” The ITE report lists several speed management techniques including narrow travel lanes, on-street parking, no shoulders, smaller curb-return radii, and curb extensions. These are all discussed in the following design recommendations.
6. **Horizontal Alignment:** The roadway geometry will not be changed by this project. Both streets are on tangent.
7. **Vertical Alignment:** The roadway geometry will not be significantly changed by this project. Gutter grades should be at least 0.5% for proper drainage per the Town’s Land Development Regulations. The Green Book says grades should be at least 0.3% and, desirably, 0.5% for better drainage.
8. **Roadway Section Type:** The road will be a curbed urban section.
9. **Cross-Section Elements:**

The reconnaissance team should discuss the possible configuration of the streets’ cross-section to determine the most desirable combination of elements and their dimensions. Trade-offs will be inevitable with the limited right-of-way. Appendices show some possible configurations based on designs/concepts for the section of Gill Ave between King St and Willow St, and the west side of Bruun Blvd. The local Jackson team is familiar with several bike facilities around the Town including protected bike lanes at the back of curb along part of Broadway and the east side of WY 22 going toward Wilson,

the seasonal use of bollards to create protected bike lanes along Snow King Ave and Willow St, and on-street bike lanes along the project street sections. Possible configurations for this project are:

Bruun Blvd (Broadway Ave – Deloney Ave)

The cross-section presented in the appendix includes a 2' wide easement into the adjacent property on the west side. It includes a 6' sidewalk and 6' protected bike lane separated by a 0.5' decorative concrete buffer. The landscaped median is left in place. The actual thru lane for motor vehicles is about 10'. The gutter sections add about another 1.5' on each side for possible travel use. This could only be mirrored on the east side if additional right-of-way or a permanent easement could be acquired from the private parcel. Though the west side of the median was not modified in the recent project, the designer should consider narrowing the median on the east side to gain room for these cross-section elements. The Town's Parks and Rec department and the urban forestry program should be consulted during design on this possibility.

Gill Ave (King St – Willow St)

The cross-section from Jorgensen presented in the appendix includes a 6' sidewalk and 6' asphalt protected bike lane separated by a 1' decorative concrete buffer on the south side, and with a 2.4' decorative concrete buffer behind the curb; the north side is similar except the sidewalk is 5' (note the discussion below about the desirability of 6' sidewalks) and the decorative concrete buffer behind the curb is 2'. The roadway has 2' curb & gutters on each side, 10' thru lanes in each direction, and a 7.5' parking lane (incl the gutter) on the south side. This fills 59.4' of the 60' available right-of-way.

Willow St (Deloney Ave – Gill Ave) and Gill Ave (N. Cache St – King St)

These two sections may be the same as the Gill Ave section described above since the available right-of-way is the same (60') but there is no median as on Bruun Blvd. Where possible, the Town's preference is to provide wider sidewalks, again considering the updated Community Streets Plan when complete. If a minimum 6' sidewalk width becomes challenging (physically or aesthetically) to match existing at either end, then options should be considered. Surveys will determine if part of the sidewalk along the east side of Willow St from Deloney Ave to Gill Ave is outside the right-of-way. In any case the designer might consider seeking additional right-of-way or a permanent easement to accommodate the protected bike lane and sidewalk in this location. This will have to be considered in light of the potential environmental issues described elsewhere.

A link to a robust bicyclist point-of-view video showing a recently constructed “Raised Cycle Track” (another name for a protected bike lane) in Nanaimo, British Columbia, is given in the Reference Documents at the end of this report.

As shown in the Community Streets Plan, the Downtown Boardwalk District extends along Gill Ave to partway between Center St and King St. Based on that plan, the existing boardwalks should either remain or be replaced in kind. The designer should also consider if existing or new boardwalks meet ADA requirements. Those requirements are in a state of flux as this report is being prepared; the updated Community Street Plan will likely include a revised boardwalk area designation. If this area is no longer included, the Town Public Works’ preference is for sidewalk to replace the boardwalks.

10. Intersections: Intersections shall be designed in accordance with the Town’s Land Development Regulations and using the Multimodal Design Toolkit currently being developed in the Safety Action Plan previously mentioned; the preference is to use design tools that include protected intersections and improved protected bike lane designs. If the new toolkit is not completed in time for this final design, the Town requests the designer use other accepted design guidelines that address protected bike lanes. In particular, curb extensions should be utilized where on-street parking lanes are present. The designer should consider the needs for dedicated turn lanes; the left turn lanes on Bruun Blvd. should be continued. The Town requests that an updated traffic analysis be performed to consider if the dedicated turn lanes on the east leg of the Gill Ave/N. Cache St are warranted over other possible configurations.

Adequate turning radii on bus routes should also be considered. The current START bus route is on Willow St from Broadway Ave to E Deloney Ave, on E Deloney Ave from Willow St to King St, on King St from E Deloney Ave to E Gill St, then on E Gill Ave from King St to N Cache St. Bus routes are reviewed and modified periodically. One of the active measures for speed management is the use of smaller curb-return radii to slow turning vehicles; this should be a design consideration.

11. Preliminary Surfacing: The WYDOT’s Materials Program provided a preliminary surfacing section of 3/4” Plant Mix Wearing Course over 5” Plant Mix (Commercial) over 8” Crushed Base for use in the cost estimate. One issue to be considered in the final design is whether protected bike lanes adjacent to concrete sidewalks should be asphalt (as on the Gill Ave plan attached) or concrete (as on the Bruun Blvd plan attached). The reconnaissance team expressed no strong preference other than that a contrast with the sidewalk is important. If concrete is used, it should either be stained or a color should be integral in the concrete. Since the economics of this choice can depend on asphalt paving

equipment available to the contractor, perhaps the plans could allow alternative materials at the contractor's choice.

12. Material Sources:

Surfacing - contractor furnished.

13. Drainage: No significant drainage issues were identified but the design should include an underground storm water system tied into the existing Town system. 12" high-performance (polypropylene) storm pipe is shown on the Jorgensen plans for Gill Ave (attached); note that WYDOT design guidance require 24" minimum dia. for trunk lines, and 18" minimum dia. for lateral storm sewer pipes. The Town mentioned that current storm sewers are 18" and 30" diameter between Center and King. Sewers can be added from Cache to tie in at Center. The Town's preference is to add drain inlets on the east side of Cache and on the west side of Center (in coordination with bulb-outs if placed at these intersections). The Town will be happy to discuss if a better alternative arises in the design process.

As previously mentioned, in addition to street related storm sewer facilities, there is a pipe, known locally as the "Cache Creek Tube", that carries water from Cache Creek near its historical channel. This should be located and mapped during the project survey process.

14. Town Utilities: If the Town intends to include water system or sanitary system work in conjunction with this project, that work will not be eligible for federal funding and will not be included in the project estimate in this report.
15. Land Use: The proposed project will support existing and future land use along this corridor.
16. Fencing: No new fencing is planned but existing fences will be adjusted if impacted by construction.
17. Traffic Signing, Markings, Signals, and Roadway Lighting: Permanent traffic signing, including panels and supports will be installed, as needed. Marked crosswalks to accommodate pedestrians and bicyclists, as well as special bicycle facility markings, are recommended. The traffic signal at the intersection of Gill Ave and N. Cache St will not be impacted based on a WYDOT decision, subsequent to the reconnaissance inspection, to limit the work on this project to the portion of Gill Ave east of the N. Cache St right-of-way. This is due to the likely need to upgrade the ADA ramps and corresponding pedestrian call buttons (pedestals); considering the age and condition of the existing signal, addressing the entire signal in the future is more appropriate. The plans should specify contractor striping and the use of durable (thermoplastic) markings for crosswalks and symbols.

If the luminaires along the Town parking areas, on Gill Ave and Willow St, are within the construction area, they should be upgraded to comply with the local Dark Sky rules.

18. Construction and Traffic Control: This is not a significant project. Maintenance of traffic and traffic control plans will be provided. Standard plans will be provided. No long-term road closures should occur, but short-term closures may be necessary. The Town requests that lane closures be avoided during school drop off and pickup hours. These considerations should be included in the contract documents.
19. Right-of-Way: No additional rights-of-way are anticipated; construction permits or permanent easements may be needed. A Level 1 Land Survey will be needed to support these acquisitions. It is noteworthy that the Town of Jackson is a major landowner along the project, including the Deloney parking lot and the entire north side along Gill Ave. The school district is the landowner on the east side of Willow St between Deloney Ave and Gill Ave. Due to its use for recreation, it may be considered a 4(f) property and would have to be addressed accordingly.
20. Utilities: Utility locations will be mapped in the construction areas; utilities will be adjusted when in conflict with proposed work.
21. Environmental: Assuming federal-aid funding, the project will comply with NEPA and other environmental laws and regulations. This will include evaluation of potential natural, noise, cultural, historical, and social impacts. The document type will be a Categorical Exclusion. It should be noted that federal requirements will apply to the previously designed section of Gill Ave (King St – Willow St) if it is combined with the subject project for construction.
22. Public Involvement: If federal (pass-through) funding is used for the project, the WYDOT Public Involvement Handbook will need to be followed. Otherwise, the Town of Jackson will determine the appropriate level and timing of public involvement.
23. Funding: The Town of Jackson may request federal pass-through STP-U funds through WYDOT for design and construction. The Town may also consider pursuing other funding options such as discretionary grants (e.g. Safe Streets for All Capital Grants).
24. Cooperative Agreements: Cooperative agreements will likely be needed between WYDOT and the Town of Jackson for design and construction depending on the funding. If the Town elects to add water and sanitary sewer work to the project for construction, this will have to be addressed in a cooperative agreement as well.

RECONNAISSANCE REPORT RECOMMENDED SCHEDULE: The project is not currently programmed for construction.

CONSTRUCTION COST ESTIMATE BASED ON RECONNAISSANCE REPORT

RECOMMENDATIONS: This report includes a cost estimate for a project based on the above scope of work. WYDOT does not apply inflation to “agreement-driven” projects. The Town of Jackson should consider an appropriate inflation adjustment when considering construction in the future.

Subtotal	\$ 3,381,000
10% Contingency	\$ 338,000
Current (2025)	\$ 3,719,000
CE (10% @ 2025)	\$ 372,000
SUBTOTAL FOR STIP	\$ 4,091,000
Roadway PE (10% @ 2025)	\$ 372,000
GRAND TOTAL	\$ 4,463,000

RECONSTRUCTION DESIGN VALUES:

Projected Traffic, AADT:	7000 vpd/2% Trucks (Gill) 3500 vpd/2% Trucks (Bruun/Willow)
Type of Area:	Urban
Section Type:	Urban
Type of Terrain:	Level
Level of Service:	LOS B or better
Number of Lanes:	2 thru lanes
Selected Posted Speed:	25 mph
Selected Design Speed:	25 mph
Travel Lane Widths:	10' – 11'
Parking Lane Widths:	7.5'
Protected Bike Lane Width:	6'
Sidewalk:	5' -6'
Surface Type:	Plant mix pavement

REFERENCE DOCUMENTS:

Jackson | Teton County Comprehensive Plan, 2020
Town of Jackson Community Streets Plan, 2015
Jackson/Teton Integrated Transportation Plan, 2020
Pathways Master Plan, The Town of Jackson and Teton County, 2007
Teton County Pathways Master Plan Addendum, 2021
Town of Jackson Land Development Regulations, 2016
Town of Jackson Utility Standards, 2012
AASHTO, A Policy on Geometric Design of Highways and Streets (Green Book), 2018
ITE, Designing Walkable Urban Thoroughfares: A Context Sensitive Approach, 2010
Link to an example from Nanaimo BC of a cycle track:
<https://www.youtube.com/watch?v=fPGSuCVnmjk>

ATTACHMENTS:

Location Map
Typical Section
Total Estimated Quantities
Example Plan Sheets – Gill Ave & King St (Alta)
Example Plan Sheets – Gill Ave & King St (Jorgensen)
Example Plan Sheet – Bruun Blvd

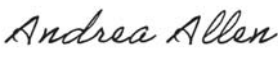
SIGNATURES:

Prepared By:
Anthony Laird, P.E.
Consulting Engineer



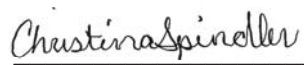
10/6/2024
Date

Reviewed By:
Andrea Allen, P.E.
Project Development Engineer



10/16/24
Date

Approved By:
Christina Spindler, P.E.
Highway Development Engineer



10/28/2024
Date

Approved By:
John Eddins, P.E.
District Engineer



10-17-2024
Date

Concurred By:
Keith Fulton, P.E.
Assistant Chief Engineer for Planning and
Engineering



12/19/2024
Date

Town of Jackson, Wyoming

Attest:

Hailey Morton-Levinson, [1] Mayor Date

Riley Taylor, [2] Town Clerk

 Number: 1 Author: fpoliseo Subject: Inserted Text Date: 3/16/2025 10:50:47 PM

 Number: 2 Author: fpoliseo Subject: Inserted Text Date: 3/16/2025 10:50:58 PM

COMMENTS AND RECOMMENDATIONS

Comments from Floren Poliseo, Town of Jackson: Timing: please consider FY27 for construction. This is when the Town has anticipated project construction (design in FY26). If WYDOT can't accommodate this timing, then we would like to know what year it can happen from WYDOT perspective.

WYDOT response: This is more an issue for the scheduling/funding through the District and Planning/Programming. However, FY 2027 will not allow enough time for survey and design. Programming didn't want a construction year or an inflated estimate in the report, therefore a construction year wasn't included either.

Comments from Floren Poliseo, Town of Jackson: Parking on Gill Ave (King to Willow): Please refer to Community Streets Plan (CSP) for recommended lane widths and minimum widths. We also think there will be opportunities to look at and discuss this in the design process, particularly if the updated CSP varies from current for this corridor.

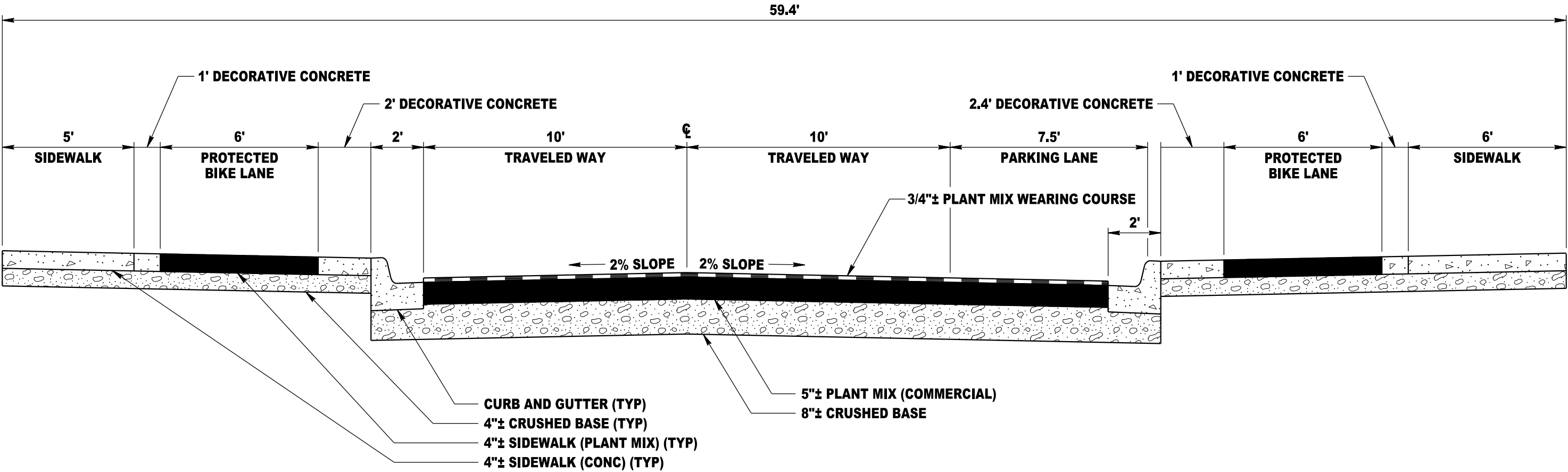
WYDOT response: There will still be flexibility for changing parking lane and travel lane widths in the design; the report was based on the widths already shown in the design plans, by Jorgensen, for the King to Willow block. They do conform to the "Street Cross Sections" in the current Community Streets Plan (CSP). The report calls for 7.5' parking lane (min. in CSP though 8' is desirable) and 10' travel lanes, since the subject block is not on the START bus route. However, the CSP for the remainder of Gill Ave (N. Cache to King) "recommends" 11' travel lanes since it is on the bus route. Willow St (Deloney to Gill) is not on the bus route so 10' should be ok. Bruun Blvd (Broadway to Deloney) has already been reconstructed on the west half with 10' lanes, so we were assuming the same thing on the east side but it could go to the recommended 11' if something else is reduced or additional width can be obtained. Again, this is on the bus route so 11' is recommended. "Reconstruction Design Values" listing at the end of the report shows 10' - 11' for travel lane widths, which conforms to the CSP between their minimum, preferred, and recommended widths given. I've attached the CSP for your reference - see p. 18.

Comments from Floren Poliseo, Town of Jackson: Community impact: This project will have significant impact on the community even though it is a "local street." A lot of construction management, traffic control, coordination, and communication will be necessary, as nearly every tourist and resident uses this corridor throughout the summer. I believe public engagement and inter-agency planning/coordination will be a much greater effort than most projects like this in rural areas.

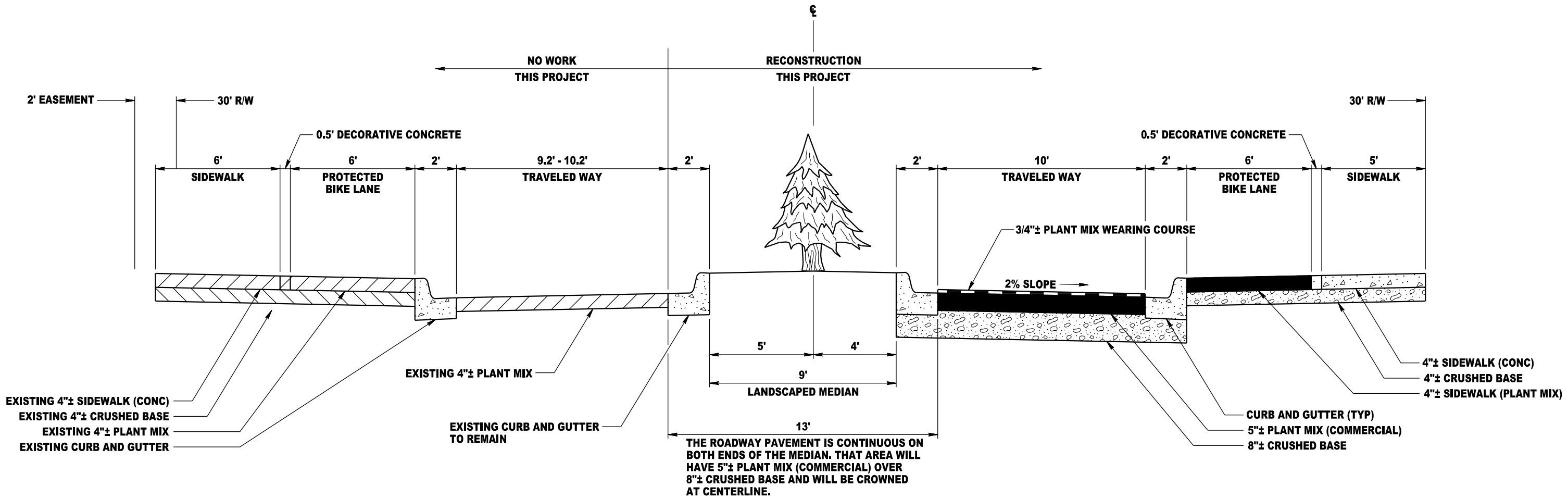
WYDOT response: We will consider this during design, the temporary traffic control plans, and the Special Provision for Construction Requirements.

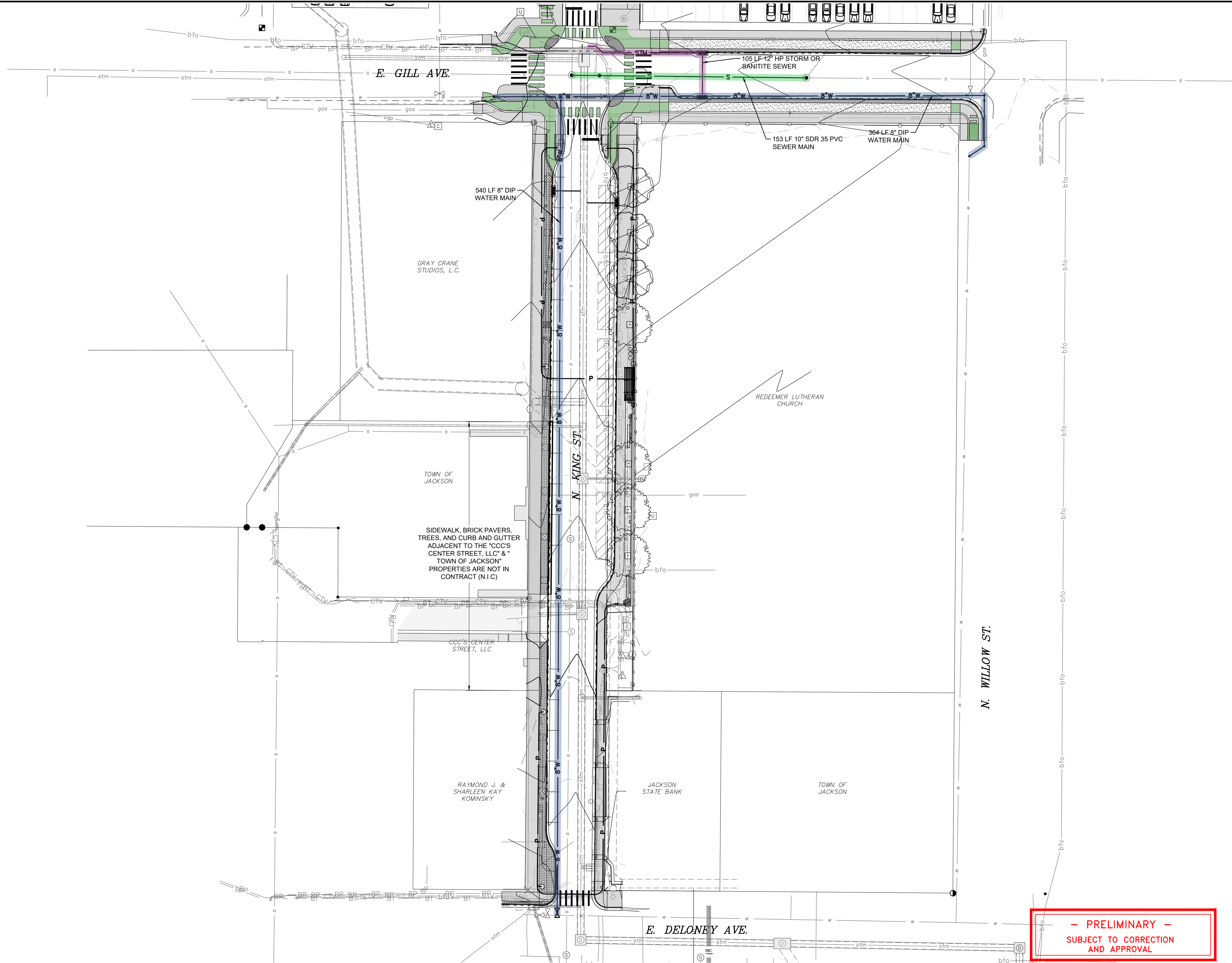
TOTAL ESTIMATED QUANTITIES				COST	
ITEM NO.	ITEM	UNIT	ESTIMATED QUANTITIES	UNIT PRICE	EXTENSION
105.09000	CONTRACTOR SURVEYING	MI	0.3	\$ 120,000.00	\$ 36,000.00
106.05110	FIELD LABORATORY	LS	1	\$ 20,000.00	\$ 20,000.00
106.05200	CONTRACTOR TESTING	LS	1	\$ 5,000.00	\$ 5,000.00
109.04000	FORCE ACCOUNT WORK	\$\$	30000	\$ 1.00	\$ 30,000.00
109.08000	MOBILIZATION	LS	1	\$ 410,000.00	\$ 410,000.00
202.03301	REMOVAL OF STORM SEWER	LS	1	\$ 20,000.00	\$ 20,000.00
202.03400	REMOVAL OF SURFACING	SY	7086	\$ 20.00	\$ 141,720.00
202.03431	REMOVAL OF SIDEWALK	FT	1829	\$ 25.00	\$ 45,725.00
202.03445	REMOVAL OF CURB AND GUTTER	FT	2208	\$ 20.00	\$ 44,160.00
203.02500	UNCLASSIFIED EXCAVATION	CY	3183	\$ 40.00	\$ 127,320.00
206.03100	FLOWABLE BACKFILL	CY	944	\$ 400.00	\$ 377,600.00
209.01000	WATER	MG	218	\$ 20.00	\$ 4,360.00
215.01000	CONTRACTOR STORM WATER CONTROL	LS	1	\$ 30,000.00	\$ 30,000.00
301.01085	CRUSHED BASE	CY	1640	\$ 90.00	\$ 147,600.00
401.03322	ASPHALT BINDER (PG 64-28)	TON	13	\$ 1,000.00	\$ 13,000.00
404.01000	PLANT MIX WEARING COURSE	TON	202	\$ 225.00	\$ 45,450.00
406.03005	PLANT MIX (COMMERCIAL)	TON	1345	\$ 245.00	\$ 329,525.00
407.01000	TACK COAT	TON	1	\$ 1,000.00	\$ 1,000.00
412.01060	SIDEWALK (PLANT MIX)	SY	1812	\$ 120.00	\$ 217,440.00
413.01000	HYDRATED LIME	TON	2	\$ 300.00	\$ 600.00
603.01018	PIPE 18 in	FT	240	\$ 150.00	\$ 36,000.00
603.01030	PIPE 30 in	FT	1260	\$ 220.00	\$ 277,200.00
608.10200	SIDEWALK (CONC)	SY	84	\$ 160.00	\$ 13,440.00
608.10700	DECORATIVE CONCRETE	SY	70	\$ 180.00	\$ 12,600.00
609.10200	CURB AND GUTTER TYPE A	FT	2845	\$ 85.00	\$ 241,825.00
625.10100	MANHOLE TYPE A	EA	9	\$ 10,000.00	\$ 90,000.00
625.20100	INLET TYPE A	EA	16	\$ 8,000.00	\$ 128,000.00
703.03100	FLAGGING	HR	5000	\$ 60.00	\$ 300,000.00
703.03115	TEMPORARY TRAFFIC CONTROL	LS	1	\$ 200,000.00	\$ 200,000.00
799.70100	THERMOPLASTIC PAVEMENT MARKINGS	LS	1	\$ 35,000.00	\$ 35,000.00
				SUBTOTAL	\$ 3,380,565
				10% CONTINGENCY	\$ 338,057
				CURRENT (2025)	\$ 3,718,622

PROPOSED TYPICAL SECTION
N. WILLOW ST. RECONSTRUCTION
E. DELONEY AVE. TO E. GILL AVE.
AND
E. GILL AVE. RECONSTRUCTION
N. CACHE ST. TO KING ST.

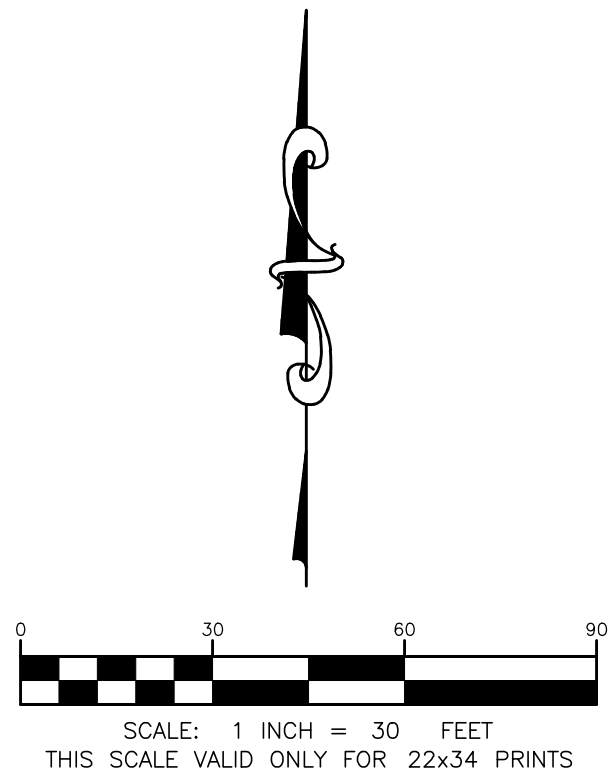


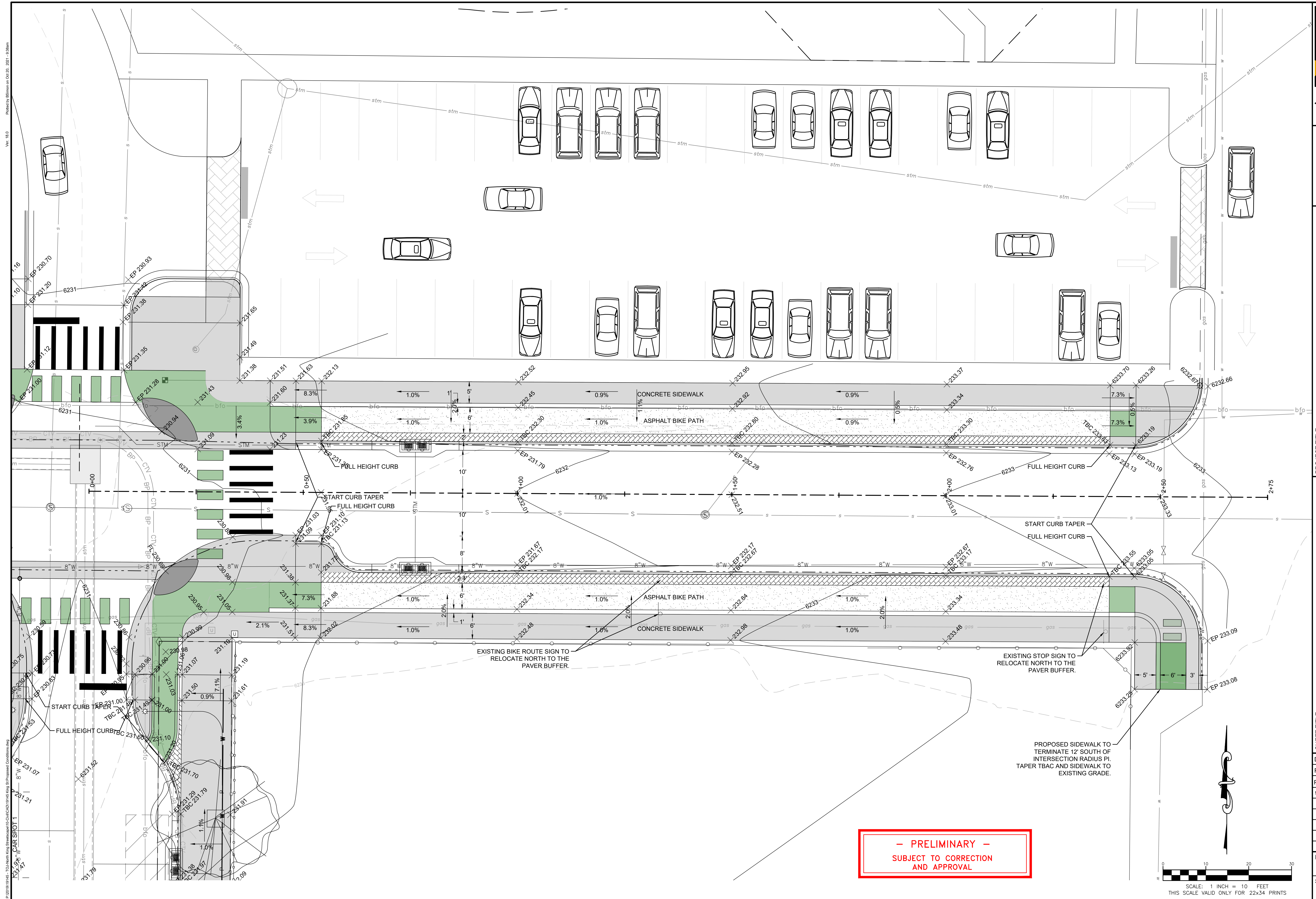
**PROPOSED TYPICAL SECTION
BRUUN BLVD. (EAST SIDE) RECONSTRUCTION
AND
E. BROADWAY AVE. TO E. DELONEY AVE.**





- PRELIMINARY -
SUBJECT TO CORRECTION
AND APPROVAL





STAFF REPORT



Meeting Date:	May 19, 2025	Meeting Title:	Town Council Regular Mtg
Submitting Department:	Internal Services	Presenter:	Roxanne Robinson
Agenda Item:	Ordinance T An Ordinance Regarding Fee Schedules Set by Resolution – 3 rd Reading	Public Comment:	Yes

Purpose & Policy Considerations.

The purpose of this ordinance is to eliminate a public hearing at a regular or special meeting prior to the public hearing where the resolution amending or setting fees, rates, or charges is conducted. All ordinances are adopted by the Town Council on three readings prior to taking effect.

Requested Action.

Staff requests Council approve Ordinance T on third and final reading and designate it Ordinance 1438.

Recommendations.

Staff recommends Council approve Ordinance T on third and final reading and designate it Ordinance 1438.

Background.

Currently, the Municipal Code requires two hearings to update the Town fee schedule: first, the resolution updating the fees is set for a public hearing at a Council meeting, then the resolution is placed on another meeting agenda under Resolutions. This requirement for an extra hearing – normally resolutions undergo just one hearing - was added to the Municipal Code in 1995. The extra hearing coincided with the change to moving fees to resolution, prior to which they were set by ordinance. Council adopted Ordinance T on first reading at the April 21, 2025 Town Council meeting and on second reading at the May 5, 2025 Town Council meeting.

Analysis.

Maintaining one public hearing for fee schedule changes allows the public the opportunity to provide comment and also allows the Town to react to current circumstances regarding changes in legislation, to better prepare for upcoming changes related to legislation or budget adoption, and to address errors and update the fee schedule.

This is the final reading on this ordinance and upon final adoption, it will be advertised in the paper and become effective. The ordinance changes will be codified into the Municipal Code with the next quarterly update conducted by Muni Code.

Key Policy Question: Does Council support the change to the Municipal Code that requires a single public hearing prior to adoption of a resolution changing or setting fees?

If the answer is yes, staff recommend Council adopt Ordinance T on third and final reading and designate it Ordinance 1438.

Possible Alternatives.

Council could consider leaving the current language in the code requiring two public hearings to accomplish fee schedule changes or they could consider amendments to the ordinance that would require the ordinance to go back to first reading.

Comprehensive Plan & Priority Alignment.

Allowing fee schedules to be set by resolution after a public hearing maintains the Town's ability to timely, efficiently, and safely deliver quality services and facilities in a fiscally responsible and coordinated manner in compliance with Section 8: Quality Community Service Provision of Common Value 3, Quality of Life.

Fiscal Impact.

There is no fiscal impact as a result of changing the requirement for the number of public hearings prior to amending or setting fees by resolution. There is a fiscal impact for adoption of ordinances as they must be advertised. The cost to advertise an ordinance is dependent upon the length and runs between \$300 - \$800 for shorter ordinances.

Staff Impact.

The staff impact to date on this issue has been approximately 7 hours. Upon adoption of this ordinance, the Town Clerk will spend an additional 2 hours preparing the ordinance for advertising, processing the proof of publication, printing the ordinance in the permanent record books, posting the adopted ordinance online, obtaining signatures, providing the ordinance to Muni Code for codification, and proofing revisions by Muni Code for accuracy.

Attachments or Links.

Ordinance T.

Suggested Motion.

I move to approve Ordinance T, an ordinance regarding fee schedules set by resolution, on third and final reading as presented and designate it Ordinance 1438.

ORDINANCE T

AN ORDINANCE AMENDING SECTION 1.01.120, FEE SCHEDULES ALLOWED TO BE CHANGED BY RESOLUTION SUBJECT TO PUBLIC HEARING, , OF TITLE 1, GENERAL PROVISIONS, OF THE MUNICIPAL CODE OF THE TOWN OF JACKSON, WYOMING.

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

SECTION I.

Section 1.01.120, Fee schedules allowed to be changed by resolution subject to public hearing, of the Municipal Code of the Town of Jackson, Wyoming, is hereby amended to read as follows:

1.01.120- Fee schedules allowed to be changed by resolution subject to public hearing.

Wherever in this Code it is provided that fees, rates, or charges are in an amount established by resolution or are as established by resolution, any resolution setting or updating the fees, rates, or charges shall be subject to a public hearing at a regular or special meeting of the Town Council.

(Ord. _____ § 1, 2025; Ord. 1287 §1, 2021; Ord. 942 § 1, 2009; Ord. 542 § 1, 1996; Ord. 502 § 1, 1995).

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 21st DAY OF APRIL, 2025.
PASSED 2ND READING THE 5th DAY OF MAY, 2025.
PASSED AND APPROVED THE _____ DAY OF _____, 2025.

TOWN OF JACKSON

BY: _____
Arne O. Jorgenson, 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

STAFF REPORT



Meeting Date:	May 19, 2025	Meeting Title:	Town Council Regular
Submitting Department:	Legal	Presenter:	Lea Colasuonno
Agenda Item:	Extension of CenturyLink Franchise Agreement	Public Comment:	Yes

Purpose & Policy Considerations.

The purpose of this item is for Council to review and consider another 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 until July 31.

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 was 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 over the details of the fee (the sole remaining issue for numerous months).

This extension is set to expire July 31, 2025. The exhibit to the contract remains the sole outstanding item to finalize.

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 in its current state is 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 60 hours, and Public Works and Administration, estimated at a combined 12 hours.

Attachments or Links.

Ordinance V

Suggested Motion.

I move to approve Ordinance V, an ordinance granting an extension of the current CenturyLink Franchise to July 31, 2025, on second reading.

ORDINANCE V

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, IN REGULAR SESSION DULY ASSEMBLED, THAT:

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 May 31, 2025. This Amendment extends the current Franchise Agreement for an additional two (2) months, extending the Franchise by its terms through July 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 AND APPROVED THE _____ DAY OF _____, 2025.

TOWN OF JACKSON

BY: _____
Arne Jorgensen, Mayor

ATTESTATION OF TOWN CLERK

[illegible]

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 ____, 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

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 Hovorka, Town Clerk

STAFF REPORT



Meeting Date:	May 19, 2025	Meeting Title:	Regular Council Meeting
Submitting Department:	Internal Services	Presenter:	Lynsey Lenamond
Agenda Item:	Public Art Task Force ("PAT") Appointment/Reappointments	Public Comment:	Yes

Purpose & Policy Considerations.

The purpose of this item is for the Mayor and Council to consider an appointment and reappointments to the Public Art Task Force.

Requested Action.

Staff requests that Council appoint/reappoint board members to the Public Art Task Force.

Recommendations.

Staff recommends the appointment/reappointment of three members to the Public Art Task Force.

Background.

The Public Art Guidelines state that the PAT may be comprised of up to seven (7) volunteer members appointed by the Mayor. The Mayor appoints members with the advice and consent of the rest of Council in making these appointments.

Members with terms expiring April 30, 2025 are Katy Ann Fox and Tammi Hanawalt. Both wish to serve a new term. Other current members are Charlie Hagen, Stephanie Wright, and Susan Scarlata serves as the Town's representative. The Public Art Coordinator considered an appointment of a JH Public Art (JHPA) Board member to the Town's Public Art Task Force. The Coordinator recommends that Town Council appoint John Stricklin as the representative to the PAT from JHPA.

Staff advertised and received no letters of interest for the vacant seats.

Members serve three-year terms. The two reappointment terms would retroactively begin May 1, 2025 and expire on April 30, 2028.

Analysis & Key Policy Questions.

Members should reflect a diverse cross section of the visual arts field. Duties of the PAT are:

- *Establish and approve parameters for each new public art project including artist selection process and selection criteria, project budget and a list of prospective Selection Panel members.*
- *Appoint a member of the PAT to serve as a member on selection panel appointed by the Committee.*
- *As needed, request that the Town Design Review Committee review proposals for artwork that may have architectural or urban design implications and make recommendations and comments to the PAT.*
- *Review all capital improvement projects under consideration by the Town of Jackson with the Public Art Coordinator and identify which projects are suitable for inclusion in the Annual Public Art Plan based on the guidelines listed in Section 4. These recommendations will be presented to the Town Council in a public workshop.*
- *Make an annual recommendation for maintenance of the Public Art Collection.*
- *Advise new Federal and State building projects outside the jurisdiction of the Town on the Public Art Program and how to work with the program.*
- *Reference its guide and policies for commissioning artwork.*
- *Participate in an annual review of the Public Art Coordinator.*

Possible

Alternatives.

1. Make appointments at a later date.
2. Direct staff to set up interviews with the applicants.
3. Direct staff to advertise for additional letters of interest.

Comprehensive Plan & Priority Alignment.

Having a Public Art Task Force aligns with section 8.1.b, which discusses the responsibility to identify acceptable service levels and develop standards for measuring service delivery success in services including arts, culture, and community events.

Fiscal Impact.

Advertising costs amounted to approximately \$900 for filling the vacancies on the PAT.

Staff Impact.

Staff spent approximately 5 hours speaking with board members, relevant department heads, preparing advertisements, preparing the staff report, and updating the volunteer board database.

Attachments or Links.

No attachments.

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

First Motion:

Mayor Pro Tempore: I nominate Tammi Hanawalt and Katy Ann Fox to the Public Art Task Force for three-year terms, which shall expire April 30, 2028

Council: I move to consent to the appointment of Tammi Hanawalt and Katy Ann Fox to the Public Art Task Force for three-year terms, which shall expire April 30, 2028.

Mayor Pro Tempore: I appoint Tammi Hanawalt and Katy Ann Fox to the Public Art Task Force for three-year terms, which shall expire April 30, 2028.

Second Motion:

Mayor Pro Tempore: I move to nominate John Stricklin to the Public Art Task Force as the representative of Jackson Hole Public Art.

Council: I move to consent to the appointment of John Stricklin to the Public Art Task Force as the representative of Jackson Hole Public Art.

Mayor Pro Tempore: I appoint John Stricklin to the Public Art Task Force as the representative of Jackson Hole Public Art.

MEMORANDUM

TO: Mayor and Town Council

FR: Tyler Sinclair, Town Manager

DT: May 19, 2025

RE: Town Manager's Report

Temporary Sign Permits

The Temporary Sign Permits for Council consideration at this meeting are:

- ✓ Wilderness Adventures requests to hang one temporary banner at 105 Buffalo Way (Albertson's) from June 1-14, 2025 to advertise their Summer Day Camp (P25-067).
- ✓ Grand Teton Music Festival requests to hang two temporary banners, one at 105 Buffalo Way (Albertson's) from June 29 – July 11 & one at Center for the Arts on July 4, 2025 to advertise the Annual Outdoor Classical Music Concert (P25-068).
- ✓ Hole Food Rescue requests to hang one temporary banner at 105 Buffalo Way (Albertson's) from August 10-22, 2025 to advertise their Million Pound Party (P25-079).

Staff recommends approval of these requests and with the approval of the Town Manager's report, staff will issue the Temporary Sign Permits as requested.

Request from Tumbleweed Creative Arts

The Town received a request to support Tumbleweed Creative Arts' production of Petticoat Rules. From May 23 - June 14 at the Pink Garter Theatre, this will be a 25th Anniversary Revival of Petticoat Rules, a play about the all-female Town Council that governed Jackson in 1920. To ensure the success of this, "Love letter to Jackson's wild past and honor the pioneering spirit that is still shaping its future," Tumbleweed requests \$5,000 to support the production, which will go to everything from sets and props to costumes and lighting and many things in between. With approval of the Town Manager's report, this request will be approved and supported through the 'Local Initiatives' line-item that has \$7,500 remaining for FY25.

About Petticoat Rules: Celebrating local history, the show centers around Rose Crabtree, a sharp-witted hotel owner determined to make Jackson a better place. Frustrated by the town's crumbling infrastructure and ineffective male leadership (led by her own husband) Rose bands together with Grace Miller and a formidable group of women to run for office. Encouraged by her unlikely friend, Cissy Patterson, a vivacious East Coast socialite, Rose and the women of Jackson sweep the election. Utilizing their grit, determination, and plain old common sense,

they transform Jackson’s governance and community. Written by veterans of the New York theatre scene, Pam Drew Phillips and Mary Murfitt, *Petticoat Rules* truly brings history to life. Featuring hilarious dialogue, unforgettable songs and a cast of eccentric characters (all based on historical figures), this play conjures Jackson’s wild past and honors the pioneering spirit that continues to shape our future.

Summary of Upcoming Large Projects

Below is a table showing a quick summary of large upcoming projects before Council in the next two months. This should provide a general heads up on what to expect in the near future.

Project Name/Location	Project Summary	Council date (subject to change)
Mogul Hotel (Sketch Plan) 300 block N. Cache	109 hotel rooms; 17 market units; 16 workforce units; 190,000 sf	5/14/25
Hitching Post employee housing (Development Plan) 460 E. Broadway	72 ARUs, approx. 85,000 sf	6/2/25
Snow King Resort Condos (Development Plan): Lots 53, 57, 58, short-term rentals and employee housing	<u>Lot 53</u> : 26 STRs; 7 afford. Units; 42,000 sf <u>Lot 57</u> : 22 STRs; 5 afford. Units 43,000 sf <u>Lot 58</u> : 12 STRs; 25,000 sf (Total: 58 STRs; 12 afford.; 97,000 sf)	6/2/25
Teton County Justice Center (Sketch Plan) 180 S. King Street	Single building, 80,000 sf, includes County jail, court rooms, Sheriff’s offices, dispatch, and attorney’s offices.	6/16/25
New Hotel (Sketch Plan) 50 S. Millward Street	67 hotel rooms; 10 residential units; 261sf retail; 54,000 sf	7/7/25
Browse N Buy redevelopment (Development Plan)	New multi-use bldg: Retail, office/community; 2 apartments; 22,000 sf	7/21/25

Budget Open House

On Tuesday, June 3 from 4:30-6:30pm the Town will host an Open House about the Fiscal Year 2026 Budget. Everyone is invited to stop by to learn about, discuss, and ask questions related to how the Town is funded and what the recommended budget will provide and support. Town Councilmembers and staff will be available to answer questions, gather input, and share perspective. The Town’s fiscal year runs from July 1 to June 30, so the budgeting process is nearing its end and must be finalized through a Council vote by the end of June.

Delegate for WAM Summer Convention

The Wyoming Association of Municipalities (WAM) requires Cities and Towns to appoint a voting delegate for its conventions. At this summer’s convention, delegates may vote on the WAM Presidential Election, Resolutions, and Membership Dues. Any member of the association is entitled to speak during the June business meeting, but when votes are taken only the official

voting delegate, or the alternate, can vote for the city or town. With approval of the Town Manager's Report, staff will submit paperwork naming Mayor Arne Jorgensen as Jackson's delegate and Kevin Regan as our Town's alternate.