

Regular Joint Meeting
November 3, 2025
1:30 PM
County Commission Chambers
Chair: Mark Newcomb

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 and County reserve 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 and to County Commissioners by emailing commissioners@tetoncountywy.gov.

To join, click link or copy it to your browser: <https://us02web.zoom.us/j/85435549268>

Or join at zoom.com with Webinar ID: **854 3554 9268** or by phone: **+1 669 900 6833**

II. CALL TO ORDER, ROLL CALL, AND ANNOUNCEMENTS

III. PUBLIC COMMENT

This section is reserved for comments on items that are not otherwise included in this agenda. Public comment is limited to 3 minutes. As a general practice, the Electeds will not hold discussion or debate these comments. Nor will they make any decisions presented during this time, but rather refer to staff for follow-up. If you would like to communicate with the Electeds during the meeting, please address them during this open public comment, when public comment is called for on a specific agenda item or send an email to council@jacksonwy.gov and commissioners@tetoncountywy.gov.

IV. CONSENT CALENDAR

A. Meeting Minutes

1. September 29, 2025 Special Joint Meeting
2. October 6, 2025 Regular Joint Meeting

B. START Budget Amendment for Winter 25-26 Contracted Service (Mike Toronto)

V. DISCUSSION/ACTION ITEMS

- A. Jackson Hole Fire/EMS Joint Powers Funding Assessment (Tyler Sinclair & Jodie Pond, 120 mins)
- B. Amendment to the Travel and Tourism Joint Power Agreement to Allow Employees (Keith Gingery, 60 mins)

VI. MATTERS FROM COUNCIL, COMMISSIONERS AND STAFF

VII. PROPOSED ITEMS FOR FUTURE JOINT MEETINGS

- A. Dec 1 - Fire/EMS Standards of Cover
Dec 1 - 90 Virginian Ln. Development and Financing Agreements
Dec 1 - Teton School District Parks and Recreation Facilities Use Agreement
Dec 1 - Deed Restriction Templates

VIII. ADJOURN

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

**JOINT MEETING
BOARD OF COUNTY COMMISSIONERS AND JACKSON TOWN COUNCIL**

September 29, 2025

JACKSON, WYOMING

The Teton County Board of County Commissioners and the Jackson Town Council met in a special joint meeting (JM) at 1:33 P.M. in the County Commissioner's Chambers located at 200 S. Willow St. This meeting was held in-person and through the Zoom platform. Upon roll call the following were found to be present:

COUNTY COMMISSIONERS: Mark Newcomb, Chair, Wes Gardner, Vice-Chair, Natalia Macker, Luther Propst, and Len Carlman.

TOWN COUNCIL: Mayor Arne Jorgensen, Jonathan Schechter, Kevin Regan, Alyson Sperry, and Devon Viehman.

STAFF: April Norton, Keith Gingery, Lea Colasuonno, Tyler Sinclair, Paul Anthony, and Rose Robertson.

Matters for Discussion

A. 90 Virginian Lane Development Agreement

April Norton gave staff comment. Commission and Council held discussion with staff. Keith Gingery gave staff comment. Shannon Cox Baker gave comment. Public comment was given by Clair Stumpf, Blanca Moye, and Mike Yin.

Commission gave comment.

On behalf of the County, a motion was made by Commissioner Macker and seconded by Commissioner Carlman to direct and authorize the Jackson Teton County Housing Authority to extend the Development Agreement timeline in the Ground Lease Option Agreement to December 31, 2025.

Council gave comment.

Chair Newcomb called for the vote. The vote showed all in favor and the motion carried for the County.

On behalf of the Town, a motion was made by Councilmember Sperry and seconded by Councilmember Regan to direct and authorize the Jackson Teton County Housing Authority to extend the Development Agreement timeline in the Ground Lease Option Agreement to December 31, 2025.

Council gave comment.

Mayor Jorgensen called for the vote. The vote showed all in favor and the motion carried for the Town.

Commission and Council gave comment.

Adjourn

On behalf of the County, a motion was made by Commissioner Macker and seconded by Commissioner Carlman to adjourn. Chair Newcomb called for a vote. The vote showed all in favor and the motion carried for the County.

On behalf of the Town, a motion was made by Councilmember Schechter and seconded by Councilmember Sperry to adjourn. Mayor Jorgensen called for a vote. The vote showed all in favor and the motion carried for the Town.

The meeting adjourned at 2:17 p.m.

TOWN OF JACKSON

Arne Jorgensen, Mayor

ATTEST:

Riley Hovorka, Town Clerk

**JOINT MEETING
BOARD OF COUNTY COMMISSIONERS AND JACKSON TOWN COUNCIL**

OCTOBER 6, 2025

JACKSON, WYOMING

The Teton County Board of County Commissioners and the Jackson Town Council met in a regular joint meeting (JM) at 1:30 P.M. in the County Commissioner's Chambers located at 200 S. Willow St. This meeting was held in-person and through the Zoom platform. Upon roll call the following were found to be present:

COUNTY COMMISSIONERS: Mark Newcomb, Chair, Wes Gardner, Vice-Chair, Natalia Macker, Luther Propst, and Len Carlman.

TOWN COUNCIL: Mayor Arne Jorgensen, Jonathan Schechter, Kevin Regan, Alyson Sperry, and Devon Viehman.

STAFF: Keith Gingery, Tyler Sinclair, Lea Colasuonno, Tyler Florence, Mike Moyer, Kelly Thompson, and Rose Robertson.

Public Comment. There was no public comment.

Consent Calendar.

A. Meeting Minutes. To approve the meeting minutes for the September 8, 2025 regular joint meeting as presented.

B. Contract for Aquatics Commissioning Services. To approve the expenditure of an amount not to exceed \$35,000.00 from the Parks and Rec Fund Balance to pay for aquatic commissioning services at the Teton County Rec Center.

On behalf of the County, a motion was made by Commissioner Gardner and seconded by Commissioner Macker to approve the consent agenda as presented. Chair Newcomb called for a vote. The vote showed all in favor and the motion carried for the County.

On behalf of the Town, a motion was made by Councilmember Viehman and seconded by Councilmember Regan to approve the consent agenda as presented. Mayor Jorgensen called for a vote. The vote showed all in favor and the motion carried for the Town.

Matters for Discussion

A. Lodging Tax Ballot Question.

Tyler Sinclair gave staff comment. Commission and Council held discussion with staff. Keith Gingery gave staff comment. Crista Valentino gave comment. Public comment was given by Meghan Quinn, Cody Mueller, Robert Chinman, and Patrick Dominick. Commission and Council held discussion.

No action was required.

Matters From Commissioners, Council and Staff. There was no discussion.

Adjourn

On behalf of the County, a motion was made by Commissioner Macker and seconded by Commissioner Carlman to adjourn. Chair Newcomb called for a vote. The vote showed all in favor and the motion carried for the County.

On behalf of the Town, a motion was made by Councilmember Schechter and seconded by Councilmember Viehman to adjourn. Mayor Jorgensen called for a vote. The vote showed all in favor and the motion carried for the Town.

The meeting adjourned at 2:49 P.M.

TETON COUNTY BOARD OF COUNTY COMMISSIONERS

Mark Newcomb, Chair

ATTEST:

Maureen E. Murphy, County Clerk

TOWN OF JACKSON

Arne O. Jorgensen, Mayor

ATTEST:

Riley Hovorka, Town Clerk



JOINT MEETING AGENDA DOCUMENTATION

SUBMITTING DEPARTMENT: START

PRESENTER: Michael Toronto, START Director

MEETING DATE: November 3, 2025

SUBJECT: Budget Amendment for START winter Contracted Service

STATEMENT/PURPOSE

START is asking for a budget amendment for the winter contracted service for the Teton Village Local Service.

BACKGROUND/ALTERNATIVES

Given the historical challenges associated with hiring seasonal drivers to provide all anticipated START bus services during the 2025-2026 winter season, the FY 26 budget anticipates hiring a contracted service provider for Teton Village Express for peak hour service. Staff issued a Request for Qualifications (RFQ) to solicit private contractors to provide a portion of START bus services. The RFQ was issued on August 14, 2025 and responses were due on September 9, 2025. The RFQ was sent to Salt Lake Express (SLE), Driver Provider and Summit Transportation. The RFQ anticipated the provision of "Village Express" transit service between the Town of Jackson and Teton Village operating 7 days per week to be provided between approximately 6:00 AM and approximately 8:00 PM to supplement service provided by START. Service would be provided for approximately 135 days from November 29, 2025 through April 13, 2026. Service would be provided by two (2) contractor provided buses operating approximately 22.8 in-service hours per day and 593 miles per day during the AM and PM peak hours.

Responders were asked to address key personnel, proposed buses, proposed services, implementation plan and schedule and to provide references in their responses to the RFQ.

One response to the RFQ was received by the 4:00 pm deadline on September 9, 2025. The one response was submitted by Western Trails Charters and Tours, dba Salt Lake Express (SLE).

The proposed price was \$411,000 for the provision of the services described in the RFQ. SLE proposed to reduce the fee by \$20.00 per bus per day in exchange for the ability to park the SLE buses at the START facility. The parking lease will be dealt with as a separate item as the parking lease would need to be between SLE and the Town of Jackson. It is START staff's desire to have SLE buses park at the START facility in order to exercise oversight of the SLE service delivery.

Members of START staff reviewed SLE's response to the RFQ. The company addressed key personnel and start-up timeline in a satisfactory manner, and proposed vehicles met the START criteria. Staff believes that the selection of SLE is warranted.

COMPREHENSIVE PLAN ALIGNMENT

NA

STAKEHOLDER ANALYSIS

NA

FISCAL IMPACT

Staff submitted the FY 2026 START budget for contracted services based on last year's SLE rates of \$1,300 per day per bus. This year SLE's proposal came in at \$1,500 a day per bus. SLE provides two buses a day. We are requesting a \$36,000 budget amendment - \$26,000 for the increase in price of contracted services and \$10,000 for any increase in contracted service hours. Increases in contracted service hours happen when SLE operates outside of the scope of work (6:00 AM to 8:00 PM). This can happen when vehicles get delayed due to weather or traffic. SLE charges \$126 per hour for any work performed outside of the service hours.

STAFF IMPACT

It took staff roughly one hour to review the one proposal from our Winter Services RFP. We also held an additional one-hour meeting with the vendor to answer some clarifying questions.

LEGAL REVIEW

Legal has reviewed the SLE contract and the START Board has approved the contract with SLE.

ATTACHMENTS

SLE winter service contract
START board Staff Report

RECOMMENDATION

START staff and the START Board recommend approving an amendment to the adopted START FY 26 budget to fund the provision of the service as described.

SUGGESTED MOTION

- 1) Approve the Contracted Transit Bus Services Agreement between START and Western Trails Charter and Tours, dba Salt Lake Express, subject to minor changes required by staff; and
- 2) Authorize staff to submit a budget amendment in the amount of \$36,000 for the Contracted Transit Bus Services Agreement.

CONTRACTED TRANSIT BUS SERVICES AGREEMENT

This Contracted Transit Bus Services Agreement (Contract) is made and entered into, effective as of the _____, (Effective Date), by and between the Southern Teton Area Rapid Transit (START), located at 55 Karns Way Jackson, Wyoming 83001 and Western Trails Charters and Tours, dba Salt Lake Express (Carrier), located at 785 Railroad Ave., Rexburg, Idaho 83440 as follows:

- A. Description of Services. Carrier shall perform the following described services in accordance with federal, state, and local motor carrier safety regulations.
 - 1. Carrier will provide at minimum 2 buses and drivers, and up to three (3) buses and drivers for said buses, to exclusively serve START 7 days a week for daily passenger service, including all holidays.
 - 2. Carrier will provide service from approximately 6:00 am to 8:00 pm daily, all as set forth in Appendix A, attached hereto and incorporated herein by this reference. The term “service” as used in this Contract means that the bus is actually in revenue service during those hours. START may adjust the schedule and route at any time with 24-hour notice.
 - 3. Carrier will comply with all federal, state, and local motor carrier safety regulations, specifically including the Federal Clauses, attached hereto as Appendix B and incorporated herein by this reference.
 - 4. Each driver must have their own, or a Carrier provided, cellular telephone on each bus that i) is fully charged at the beginning of revenue service and ii) has a service contract for the phone that includes telephone and data.
 - 5. Driver(s) must record ridership data during each day in accordance with START policy.
 - 6. Carrier will provide monthly billing statements.
 - 7. Carrier will provide the name of the Carrier’s contact person to serve as the point of contact between START and Carrier.
 - 8. Carrier will provide contact phone numbers of Carrier to be used by START 7 days a week, 24 hours a day as needed.
- B. Contract Period. Carrier shall provide bus service commencing on November 29, 2025. This Contract will terminate on April 13, 2026.
- C. Payment Schedule. Carrier rate is \$1500.00 per day, per bus for services, and up to \$165.00 per in-service hour for hours of service provided outside of the hours specified in Appendix A. Notwithstanding the foregoing, the maximum amount that Carrier shall be paid for services rendered is \$411,000.
- D. Bus Maintenance. START is not responsible for any maintenance whatsoever of Carrier’s buses and Carrier has no right or authority to access or use the START bus facility or any Town of Jackson staff, equipment, or facilities for its bus maintenance.
- E. Wash Bay. Carrier may use the wash bay located at the START facility to clean Carrier buses under the following conditions:
 - 1. Carrier staff may access the wash bay twice weekly on Tuesdays and Saturdays between the hours of 6 p.m. and 11p.m. and must be out of the wash bay facility by 11p.m.
 - 2. Carrier may use the wash bay to clean a maximum of 3 buses.

3. START or Town of Jackson staff will supervise use of the wash bay, including being the operator of the wash bay door, and Carrier staff is not authorized to access or use the wash bay without direct supervision of START or Town of Jackson staff.
 4. Carrier shall be responsible for any and all damage to the wash bay, including the access doors thereto, caused by the negligence of the Carrier, its agents or employees (explicitly including its drivers) and shall pay the full cost for repairing any damage to the wash bay and, if applicable, any costs incurred by the Town of Jackson or START because of any loss of use of the wash bay.
 5. Carrier acknowledges, understands and agrees that there are inherent and intrinsic risks to the Carrier buses being on Town property and using START equipment that cannot be completely eliminated. Carrier is aware of those risks to its property and that such risks can result in damage to Carrier's buses and/or staff. Carrier agrees to be bound by all rules and regulations concerning washing buses at the START facility.
 6. In connection with use of the START wash bay, Carrier, its successors and assigns, knowingly and intentionally waive and fully release and discharge Town and START, their respective officers, directors, employees and representatives, and agree to indemnify and hold harmless Town and START, their officers, directors, agents and employees, from and against any and all claims, actions, demands, complaints, losses, causes of action, and lawsuits of whatever kind, including those based on claims of negligence, damages and expenses, including costs and reasonable attorney's fees arising directly or indirectly out of any damage, loss, or injury to Carrier's buses or staff. To the fullest extent permitted by law, such releases are intended to be general and complete releases of all claims. Town may plead such releases as a complete defense to any claims.
- F. Driver and Bus Replacement. If any Carrier bus(es) has a maintenance issue that requires such bus being taken out of service, Carrier is obligated to replace the bus within 24 hours of taking it out of service. If any Carrier driver becomes disabled, ill, or otherwise unable to drive the bus as required under this Contract, Carrier is obligated to replace the driver within 24 hours of their inability to work.
- G. Fuel Cost Provision. Carrier is responsible for diesel fuel costs and such costs are accounted for within the Contract rate.
- H. Risk of Loss. Carrier agrees to bear all risk of injury and death to passengers, employees, and other persons as pertains to the Carrier's operation. The Carrier assumes the risk for all damage or destruction to Carrier's equipment. START shall not be responsible for any loss of or damage to property of Carrier or of others located on Carrier's bus(es), except if caused by the willful act or omission or gross negligence of START. Furthermore, the Carrier agrees to indemnify and hold harmless the Town of Jackson and START from any and all liability that results from the injury and/or death of any passengers, employees or any other persons caused by the negligence and/or intentional actions of the Carrier, its agents or employees.
- I. Insurance.
1. Liability Insurance. Carrier agrees to keep in force at its own expense during the entire Contract period liability insurance in compliance with Wyoming state law as will protect it from claims of any and all kind that may arise out of this Contract, whether directly or indirectly. The minimum liability limits of such insurance shall not be less than five million dollars (\$5,000,000). START shall be named as an additional insured under Carrier's insurance. Proof of such insurance shall be provided to Town within a reasonable amount of time after this Contract is executed. Carrier is responsible for insuring all buses, including any replacement buses that may be used during the Contract period. Any policy of insurance shall provide that any change

or cancellation of said policy shall be made in writing and sent to START and Carrier at their respective addresses provided herein at least thirty (30) days before the effective date of change or cancellation.

2. Property Insurance. Carrier shall obtain and keep in force during the term of this Contract a policy or policies of insurance covering loss or damage to property that, at minimum, meets State of Wyoming limits for Carrier's operation of bus(es) in Wyoming. Any policy of insurance shall provide that any change or cancellation of said policy shall be made in writing and sent to START and Carrier at their respective addresses provided herein at least thirty (30) days before the effective date of change or cancellation.
3. Workers' Compensation. Carrier shall maintain Workers' Compensation Insurance for all of Carrier's employees. Such insurance shall comply with all applicable Wyoming state laws.

J. Liquidated Damages.

1. The Carrier acknowledges that the Carrier's failure to perform damages START, and therefore liquidated damages will be paid to START by Carrier in the event that services are not delivered as prescribed herein. In the event that 96% of all scheduled trips are not provided by Carrier in any given calendar month (December, January, February, March, April), Carrier shall pay liquidated damages in an amount equal to 1% of the respective calendar month invoice for every 1% of trips that are not performed below 96% of scheduled trips.
2. The parties further acknowledge that (i) the amount of loss or damages likely to be incurred is incapable or is difficult to precisely estimate, (ii) the amount specified above in Section J.1 bears a reasonable relationship to, and is not plainly or grossly disproportionate to, the probable loss likely to be incurred in connection with any failure by START to maintain the effectiveness of its transportation services, (iii) one of the reasons for the Carrier and START reaching an agreement as to such amount was the uncertainty regarding the question of actual damages, and (iv) the Carrier and START are sophisticated parties, represented at their election by able legal counsel, and negotiated this Contract at arm's length, but by their nature such damages are difficult to ascertain. Accordingly, the liquidated damages provisions stated in this Contract will apply, are not intended to be a penalty, and are solely intended to compensate for damages.

- K. Termination. With 7 calendar days' notice to Carrier, START may terminate this Contract for any reason or no reason at all without penalty or damages accruing.
- L. Governing Law; Construction. This Contract shall be constructed, performed, and enforced in accordance with, and governed by, the laws of the State of Wyoming, without giving effect to the principles of conflict of laws thereof. The parties hereto irrevocably elect as the sole judicial forum for the adjudication of any matters arising under or in connection with this Contract, and consent to the jurisdiction of, the courts of the County of Teton, State of Wyoming, or the United States District Court for the District of Wyoming. This Contract was negotiated by both parties and thus it shall not be construed against or in favor of any party by virtue of which party drafted it or any portion thereof.
- M. Attorney Fees. In the event that any action is filed in relation to this Contract, the unsuccessful party in the action shall pay to successful party, in addition to all the sums that either party may be called on to pay, a reasonable sum for the successful party's attorney's fees.
- N. Entire Contract. This Contract, including the Recitals, shall constitute the entire agreement between the parties and any prior understanding or representation of any kind preceding the date of this Contract shall not be binding upon either party except to the extent incorporated in this Contract.

- O. Documents and Acts. Each party agrees to execute and deliver such additional documents and instruments and to perform such additional acts as may be necessary or appropriate to effectuate, carry out and perform all of the terms, provisions, and conditions of this Contract and the transactions contemplated hereby.
- P. Modification of Contract. Any modification of this Contract or additional obligation assumed by either party in connection with this Contract shall not be binding upon either party except to the extent of an amendment in writing executed by both START and Carrie.
- Q. Assignment of Rights. The rights of each party under this Contract are personal to that party and may not be assigned or transferred to any other persons, firm, corporation, or other entity without the prior express written consent of the other party. Any notice, request, demand, consent, approval, or other communication required or permitted under this Lease 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. Legal counsel for the respective parties may send to the other party any notices, requests, demands, or other communications required or permitted to be given hereunder by such party.

CARRIER

Western Trails Charters and Tours
785 Railroad Ave _____
Rexburg, Idaho 83440

START

Town of Jackson
P.O. Box 1687
Jackson, WY 83001
clerk@jacksonwy.gov

- R. Severability. In the event that any provision of this Contract is held to be in violation of Town, State or Federal laws and hereby rendered invalid or unenforceable as to any party or circumstance, such finding shall not render that provision invalid or unenforceable as to any other persons or circumstances. If feasible, any such offending provision shall be deemed to be modified to be within the limits of enforceability or validity; however, if the offending provision cannot be so modified, it shall be stricken and all other provisions of this Contract in all other respects shall remain valid and enforceable.
- S. Binding Effect. This Contract shall inure to the benefit of and be binding upon the successors and assigns of the parties hereto.
- T. Government Immunity. START, nor the Town of Jackson, nor Teton County, Wyoming waive governmental immunity by entering into this Contract, and each fully retains all immunities and defenses provided by law with respect to any action based on or occurring as a result of this Contract.
- U. Counterparts; Digital Signatures. This Contract may be executed in two or more counterparts, each of which shall be deemed an original having identical legal effect, and all of which together constitute the same instrument. The signature of any party to any counterpart shall be deemed a signature to, and may be appended to, any other counterpart. Counterparts may be delivered via facsimile, electronic

mail (including pdf or any electronic signature complying with the federal ESIGN Act of 2000, e.g., www.docusign.com) or other transmission method, and any counterpart so delivered shall be deemed to have been duly and validly delivered and be valid and effective for all purposes. At the request of either Party, each Party agrees to execute an original of this Contract as well as any facsimile or other reproduction hereof.

IN WITNESS WHEREOF the parties have executed this Contract the date indicated above.

CARRIER

Town

Salt Lake Express
Rexburg, Idaho

Southern Teton Area Rapid Transit
Jackson, Wyoming

Lisa Young,
Sales Manager, Salt Lake Express

LizAnn Eisen
Board Chair, Southern Teton Area Rapid Transit

Dated:_____

Dated:_____

ATTEST:

Ty Hoath
Secretary, Southern Teton Area Rapid Transit

APPENDIX A

A: Contracted Services RFQ Defining Route Information: Winter 2025-2026

Contracted Services:

- 2 in-service buses needed daily plus any applicable spares as determined by contractor to meet specifications herein

Daily Service:

- Monday thru Sunday (7 days a week)

Dates of Service:

- November 29th thru April 13th (Approximately: 135 days)

Service Start Time:

- 5:40 am (earliest report time)

Service End Time:

- 8:11 pm latest end time

Total Weekly "in-service" hours (includes pre-trip and post-trip inspection allowances)

- 159.6 (22.8 "in-service" hours per day)

Total Daily Mileage:

- 592.3 (Based on 2 am buses and 2 pm buses, 16 roundtrips per day, 37.02 per round trip)

Frequencies:

- AM: 40minute frequency combined in each of the am and pm peaks.
- AM : 34-minute Outbound Trip (Jackson to Teton Village)/ 25-minute inbound trip (Teton Village to Jackson)
- PM: 25-minute outbound trip (Town to Teton Village)/ 34-minute Inbound trip (Teton Village to Town)

Route Map/Route Instructions:

AM Outbound/Inbound Teton Village Express Winter Schedule

Start run at Miller Park Transit Center

- Miller Transit Center bus stop
 - Right onto N. Millward St.
 - Right onto W. Broadway Ave.
 - Left onto Buffalo Way
- Albertson's bus stop
 - Right onto Maple Way
- Hampton Inn bus stop
 - Right onto Hwy. 89 & Broadway
 - Left onto Hwy 22
 - Right Beckley Park Way Rd. (Stilson Transit)
 - Left to Transit Center
- Stilson Transit Center bus stop
 - Left Beckley Park Way
 - Right on Stilson Ranch Rd.
 - Left onto Hwy 390 & Village Rd. (Head to Village)
 - Left onto Teton Village Rd.
 - Left at Apres Vous Rd. to bus stop
- Teton Village bus stop

Return run From Teton Village Bus Stop

- Exit bus stop, left onto McCollister Dr.
- Right onto Teton Village Road
- Right on Hwy 390 & Moose Wilson Rd. South Bound
- Right onto Stilson Ranch Road.
- Left onto Beckley Park Way
- Right towards the Stilson stop. (Passenger Hut)
- Stilson Transit Center bus stop
 - Left onto Beckley Park Way
 - Right onto Stilson Ranch Rd.
 - Right onto Hwy 390 S. bound to Stop light
 - Left onto Hwy. 22
 - Arriving at the junction of Broadway & Hwy. 89
 - Left onto W. Broadway Ave.
 - Left on N. Jackson St.
 - Right onto W. Deloney Ave.
- Miller Transit Center bus stop

End of Run

Express PM Outbound/Inbound Teton Village Winter Schedule

Start run at Miller Park Transit Center

- Miller Transit Center bus stop
 - Right onto N. Millward St.
 - Right onto W. Broadway Ave.
 - Right onto Hwy 22
 - Through Hwy 890 Stop light
 - Right on Beckley Park Way
 - Left to the Bus STOP
- Stilson Transit Center Bus Stopp
 - Left at Beckley Park Way
 - Left onto Hwy 390 to the Village
 - Left onto Teton Village Rd.
 - Left at Apres Vous Rd. to bus stop
- Teton Village bus stop

Return run From Teton Village Bus Stop

- Exit bus stop, left onto McCollister Dr.
 - Right on Teton Village Rd.
 - Right onto Hwy 390 south bound
 - Right onto Stilson Ranch Rd.
 - Left onto Beckley Park Way to Stilson Transit stop
- Stilson Transit Lot bus stop
 - From bus stop turn Left onto Beckley Park Way north bound
 - Right onto Stilson Ranch Rd.
 - Right on 390 to the Stop light
 - Left onto Hwy. 22
 - Arriving at the junction of Broadway & Hwy. 89
 - Right on Hwy. 89 S. (Broadway)
 - Left on Maple Way
- Maple Way bus stop (Target)
 - Left onto Buffalo Way
- Buffalo & Alpine bus stop
 - Right onto W. Broadway Ave.
 - Left on N. Jackson St.
 - Right onto W. Deloney Ave.
- Miller Transit Center bus stop

End of Run

Daily Trip Schedule/ Timetable – (Package A):

Contracted Services Winter 2025-2026	
5:40 AM Show Express Tripper	6:20 AM Show Express Tripper
6:00-6:34 TV Express to TV 6:40-7:05 TV Express to Town	6:40-7:14 TV Express to TV 7:20-7:45TV Express to Town
7:20-7:54 TV Express to TV 8:00-8:25 TV Express to Town	8:00-8:34 TV Express to TV 8:40-9:05 TV Express to Town
8:40-9:14 TV Express to TV 9:20- 9:45 TV Express to Town	9:20-9:54 TV Express to TV 10:00-10:25 TV Express to Town
10:00-10:34 TV Express to TV 10:40-11:05 TV Express to Town	10:40-11:14 TV Express to TV 11:20-11:45 TV Express to Town
11:13 am End Of Shift 5.55 hr	11:53 am EOS 5.55 hr

13:40 PM Show Express Tripper	14:20 PM Show Express Tripper
14:00-14:25 TV Express to TV 14:40-15:11 TV Express to Town	14:40-15:05 TV Express to TV 15:20-15:51 TV Express to Town
15:20-15:45 TV Express to TV 16:00-16:31 TV Express to Town	16:00-16:25 TV Express to TV 16:40-17:11 TV Express to Town
16:40–17:05 TV Express to TV 17:20–17:51 TV Express to Town	17:20-17:45 TV Express to TV 18:00-18:31 TV Express to Town

18:00-18:25 TV Express to TV	18:40-19:05 TV Express to TV
18:40-19:11 TV Express to Town	19:20-19:46 TV Express to Town

19:31 EOS	20:11 EOS
5.85 hr	5.85 hr



STAFF Report

Meeting Date:	9/25/25	Meeting Title:	Regular
Submitting Department:	START	Presenter:	Mike Toronto, Director
Agenda Item:	Winter 2025-2026 Contracted Bus Services	Public Comment:	Yes

Purpose & Policy Considerations.

The purpose of this item is to request START Board of Directors approval to enter into an Agreement with Western Trails Charters and Tours, dba Salt Lake Express to provide contracted public transit bus service on behalf of START during the winter 2025-2026 winter season and also to request Board authorization to submit an amendment to the adopted START FY 26 budget to fund the provision of the service described below.

Requested Action.

Authorize the START Board Chair to enter into an Agreement with Western Trails Charters and Tours, dba Salt Lake Express, to provide contracted public transit bus service on behalf of START during the 2025-2026 winter season and authorize START staff to submit a request budget amendment to fund the provision of the service as described.

Recommendation.

START staff and the START Finance Committee recommend approving the Contracted Transit Bus Services Agreement with Western Trails Charters and Tours, dba Salt Lake Express, for the provision of contracted public transit bus service on behalf of START during the winter 2025-2026 winter season. START staff and the START finance committee also recommend that staff be authorized to submit a request for an amendment to the adopted START FY 26 budget to fund the provision of the service as described.

Background

Given the historical challenges associated with hiring seasonal drivers to provide all anticipated START bus services during the 2025-2026 winter season, the FY 26 budget anticipates hiring a contracted service provider for Teton Village Express for peak hour service. Staff issued a Request for Qualifications (RFQ) to solicit private contractors to provide a portion of START bus services. The RFQ was issued on August 14, 2025 and responses were due on September 9, 2025. The RFQ was sent to Salt Lake Express (SLE), Driver Provider and Summit Transportation. The RFQ anticipated the provision of "Village Express" transit service between the Town of Jackson and Teton Village operating 7 days per week to be provided between approximately 6:00 AM and approximately 8:00 PM to supplement service provided by START. Service would be provided for approximately 135 days from November 29, 2025 through April 13, 2026. Service would be provided by two (2) contractor provided buses operating approximately 22.8 in-service hours per day and 593 miles per day during the AM and PM peak hours.

Responders were asked to address key personnel, proposed buses, proposed services, implementation plan and schedule and to provide references in their responses to the RFQ.

One response to the RFQ was received by the 4:00 pm deadline on September 9, 2025. The one response was submitted by Western Trails Charters and Tours, dba Salt Lake Express (SLE).

The proposed price was \$411,000 for the provision of the services described in the RFQ. SLE proposed to reduce the fee by \$20.00 per bus per day in exchange for the ability to park the SLE buses at the START facility. The parking lease will be dealt with as a separate item as the parking lease would need to be between SLE and the Town of Jackson. It is START staff's desire to have SLE buses park at the START facility

in order to exercise oversight of the SLE service delivery.

Members of START staff reviewed SLE's response to the RFQ. The company addressed key personnel and start-up timeline in a satisfactory manner, and proposed vehicles met the START criteria. Staff believes that the selection of SLE is warranted.

Financial Impact

Funds are available in the adopted 2025-2026 START budget to fund the provision of contracted transit bus service during the winter 2025-2026 winter season in the amount of \$385,000. A budget amendment in the amount of \$36,000 will be required to fund the agreement with SLE. This budget amendment will be requested at the November 3, 2025 joint meeting with the Town and County.

Attachment

Contracted Transit Bus Services Agreement

Suggested Motion

I move to:

- 1) Approve the Contracted Transit Bus Services Agreement between START and Western Trails Charter and Tours, dba Salt Lake Express, subject to minor changes required by staff; and*
- 2) Authorize staff to submit a budget amendment in the amount of \$36,000 for the Contracted Transit Bus Services Agreement.*

Prepared by

Mike Toronto, Transit Director



JOINT MEETING AGENDA DOCUMENTATION

SUBMITTING DEPARTMENT: Town and County Administration

PRESENTER: Jodie Pond and Tyler Sinclair

MEETING DATE: November 3, 2025

SUBJECT: 2025 Jackson Hole Fire/EMS Joint Powers Funding Assessment

STATEMENT/PURPOSE

The purpose of this item is to provide the Town Council (Council) and Board of County Commissioners (BCC) with each Boards recommendation on a new funding split for the Fire/EMS Joint Powers Agreement (JPA). Specifically, the Boards shall consider directing staff to amend the current JPA to reflect a new funding split.

BACKGROUND/ALTERNATIVES

Context

The Town of Jackson and Teton County have cooperated to efficiently provide coordinated services to the community for many decades. Areas of cooperation include Jackson Hole Fire/EMS. On August 4, 2025, the two Boards were presented with a report from ESCI regarding funding elements for the possible funding split between Town and County. Since that time each Board has convened and considered funding elements and weighting of those elements.

Background

Earlier this year Town and County staff were directed by both the Council and the BCC to contract ESCI for professional services for a report on funding options for Jackson Hole Fire/EMS. The report has been completed and was presented on August 4, 2025.

On August 25, 2025, the Board of County Commissioners reviewed potential options related to funding the joint Fire/EMS department. Based on discussions, Commissioners directed County staff to advise the Town Council of their desired approach to funding Fire/EMS, utilizing the combined and weighed factors as follows:

- Incident County @ 35%
- Population Served @35%
- Staffing @15%
- Fleet @15%

For a weighted approach to determine the future funding split for this department. This will result in the following funding split – Town 46% County 54% based upon the current statistics.

On both September 15 and October 6, 2025, the Town Council reviewed potential options related to funding the joint Fire/EMS Department. Based on the Town's discussions, Council directed staff to advise the County Commissioners of their desired approach to funding Fire/EMS, utilizing the combined and weighed factors as follows:

- Assessed Valuation @25%
- Population Served @25%
- Staffing @25%
- Fleet @25%

For a weighted approach to determine the future funding split for this department. This will result in the following funding split – Town 37% County 67% based upon the current statistics.

In addition, the Town directed staff to determine a consistent methodology for building maintenance and other indirect expenses to be applied to all joint departments. County staff concur with this direction.

Analysis

Today the two boards will need to discuss the funding splits based on each board's recommendations and come to agreement on the future funding split.

COMPREHENSIVE PLAN ALIGNMENT

The review and update of this joint agreement is consistent with Section 8: Quality Community Service Provision goal to:

Timely, efficiently and safely deliver quality services and facilities in a fiscally responsible and coordinated manner.

In addition, Section 8: Quality Community Service Provision provides policy direction on this topic as follows:

Policy 8.1.e: Budget for service delivery Budgeting allows for an annual commitment to service delivery objectives. Each year, the Town and County will evaluate service delivery objectives during the budgeting process, make appropriate modifications to the delivery approach, and affirm the desired service level with the appropriate amount of funding. Without adequate funding, even the most thoughtful and strategic approach will fall short of its objectives, so a careful budgeting process is essential.

STAKEHOLDER ANALYSIS

All residents and visitors to the Town and County are stakeholders in delivery, funding, and governance of government services.

FISCAL IMPACT

To be determined.

STAFF IMPACT

Town and County staff have spent approximately 24 hours researching and presenting recommendations to each Board.

LEGAL REVIEW

Gingery, Colasuonno

ATTACHMENTS

2025 Jackson Hole Fire/EMS Joint Powers Funding Assessment

RECOMMENDATION

Town and County staff have previously made recommendations to their respective Boards.

SUGGESTED MOTION

I move to direct staff to revise the Fire/EMS Joint Powers Agreement to utilize the weighted combined factors of:

- _____ @ XX%,
- _____ @ XX%,
- _____ @ XX%,
- _____ @ XX%,

and to include revised consistent methodologies for building maintenance and indirect expenses.



JOINT MEETING AGENDA DOCUMENTATION

SUBMITTING DEPARTMENT: Travel and Tourism Board PRESENTER: Keith Gingery

MEETING DATE: November 3, 2025

SUBJECT: Amendment to the Travel and Tourism Joint Power Agreement to allow Employees

STATEMENT/PURPOSE

To amend the Town of Jackson and Teton County Agreement Establishing the Jackson Hole Travel and Tourism Joint Powers Board to allow the Joint Powers Board to hire employees.

BACKGROUND/ALTERNATIVES

The Town of Jackson and Teton County Agreement Establishing the Jackson Hole Travel and Tourism Joint Powers Board was entered into in 2011. At that time, the Town Council and Board of County Commissioners determined that it was best not to have employees for the Joint Power Board but rather to use independent contractors.

The Travel and Tourism Board has grown over the last 15 years and has reached the point of being unable to utilize solely independent contractors to provide the services needed to operate the Travel and Tourism Board. The Travel and Tourism Board voted at the October 2025 meeting to request that the Jackson Town Council and Teton County Board of County Commissioners amend Paragraph 10 Methods of Operations to allow the Joint Powers Board to hire employees.

The pertinent clause of the current Paragraph 10 of the Joint Power Agreement states the following:

10. Method of Operation. *The Board shall not have employees but may through professional and service contracts for technical, legal, research, and consulting services. . .*

The Travel and Tourism Board has recommended that this clause be deleted and replaced with the following:

10. Method of Operation. *The Board may hire, fire, discipline, and supervise employees; and shall have the authority to contract for services or facilities needed to carry out the purposes of this Agreement. All employees shall be employees of the Board and shall follow the policies, procedures, and salary matrix/structure of the Board.*

STAKEHOLDER ANALYSIS

All residents and visitors of and to Teton County

FISCAL IMPACT

All salaries shall be paid through funds controlled by the Travel and Tourism Board. There will need to be discussions about benefits and whether the Board will utilize the county benefits system.

LEGAL REVIEW

Gingery/Colasuonno

ATTACHMENTS

Proposed First Amendment

RECOMMENDATION

The Travel and Tourism Board has recommended approval as evidenced by the attached letter from the Board.

SUGGESTED MOTION

I move to approve the First Amendment to the Town of Jackson and Teton County Agreement Establishing the Jackson Hole Travel and Tourism Joint Powers Board to allow the Board to hire employees.

FIRST AMENDMENT TO THE AGREEMENT ESTABLISHING JACKSON HOLE TRAVEL AND TOURISM JOINT POWERS BOARD

This First Amendment to the Agreement Establishing the Jackson Hole Travel and Tourism Joint Powers Board is made and entered into to be effective as of the ____ day of _____, 2025, by and between the Town of Jackson, Wyoming, a Municipal Corporation of the State of Wyoming, hereinafter referred to as "Town", and Teton County, Wyoming, a duly organized county of the State of Wyoming, hereinafter referred to as "County."

WITNESSETH:

WHEREAS, The Town of Jackson and Teton County entered into an Agreement establishing the Jackson Hole Travel and Tourism Joint Powers Board ("JPA") on January 4, 2011; and

WHEREAS, the parties wish to amend the JPA to reflect the removal of the prohibition on the Joint Power Board having employees; and

NOW THEREFORE, it is hereby resolved by the Town and County in consideration of the foregoing and of the cooperation to be had between the parties and the performance of the promises contained herein, and the parties hereto agree as follows:

Paragraph 10. Methods of Operation. shall be amended to reflect a change to remove the prohibition on the Joint Power Board having employees and the paragraph shall now read as follows:

10. **Methods of Operation.** The Board may hire, fire, discipline, and supervise employees; and shall have the authority to contract for services or facilities needed to carry out the purposes of this Agreement. All employees shall be employees of the Board and shall follow the policies, procedures, and

salary matrix/structure of the Board. In performance of its duties, the Board may utilize the services of any officer or employee of the Town or County with the approval of the Town Council, Board of County Commissioners, or elected County official, depending on the assistance needed. Property that is solely owned by the Town shall be insured by the Town. Any property in which the County has an ownership interest shall be insured by the County.

IN WITNESS WHEREOF, the undersigned have executed this agreement on the day and year indicated, but to be effective as of the day and year above written.

TOWN OF JACKSON, WYOMING

By: _____
Arne Jorgensen, Mayor

Dated _____

Attest:
By: _____
_____, Town Clerk

BOARD OF COUNTY COMMISSIONERS
OF TETON COUNTY, WYOMING

By: _____
Mark Newcomb, Chair

Dated _____

Attest:
By: _____
Maureen E. Murphy, County Clerk

STATE OF WYOMING
OFFICE OF ATTORNEY GENERAL

In accordance with Wyo. Stat. §16-1-105(a)(ii), I hereby certify that the foregoing First Amendment to the Agreement establishing the Jackson Hole Travel and Tourism Joint Powers Board was received by this office and has been reviewed and is approved as to form and with respect to compliance with the Constitution and Law of the State of Wyoming. The approval of this First Amendment to the January 4, 2011 Agreement Establishing the Jackson Hole Travel and Tourism Joint Powers Board is limited to the terms and conditions of the Agreement and Amendment themselves, and the approval does not extend to any activities, services, project or financing of any activities, services or project contemplated under the Agreement or Amendment.

Approved this ____ day of _____, 2025

ATTORNEY GENERAL

By: _____
Keith Kautz
Attorney General
State of Wyoming

**RECOMMENDATION TO THE TOWN OF JACKSON AND TETON COUNTY TO AMEND
THE AGREEMENT ESTABLISHING THE JACKSON HOLE TRAVEL & TOURISM BOARD**

Town of Jackson Town Council
PO Box 1687, Jackson, WY, 83001

Teton County Board of Commissioners
PO Box 1727, Jackson, WY, 83001

October 1, 2025

Subject: Amendment to the [Agreement Establishing the Jackson Hole Travel and Tourism Board](#)

Dear Jackson Town Council Members and Teton County Commissioners,

On behalf of the Jackson Hole Travel and Tourism Board, we respectfully recommend the following amendment to the 2011 Agreement Establishing the Jackson Hole Travel and Tourism Board.

1. Under paragraph 10, Methods of Operation, replace, "The Board shall not have employees but may engage through professional and service contracts for technical, legal, research, and consulting services." with "The Jackson Hole Travel & Tourism Board may hire, fire, discipline, and supervise employees; and shall have the authority to contract for services or facilities needed to carry out the purpose of the Agreement. All employees shall be employees of the Board and shall follow the policies, procedures, and salary matrix/structure of the Board. All contracts of employment or contracts for services and materials shall contain that the parties acknowledge that no obligation of the Board shall continue beyond its existence, or become the obligation of any of the parties hereto. In the performance of its duties the Board may utilize the services of any officer or employee of the Town or County with the approval of the Town Council, Board of County Commissioners, or elected County officials depending on the assistance needed. Property which is solely owned by the Town shall be insured by the Town. Any property in which the County has an ownership interest shall be insured by the County."

After researching local board models and regional tourism governance models, the Jackson Hole Travel and Tourism Board would like to seek your approval in pursuing a staffing structure similar to the Jackson Hole Airport model and the Visit Cheyenne model. Upon amendment of the Establishment Agreement, the Jackson Hole Travel and Tourism Board would continue to work with County Attorney Gingery to develop a staffing structure that is in compliance with the Wyoming State Statute for Lodging Tax Funds, the amended Establishment Agreement, and the Jackson Hole Travel and Tourism Board Bylaws.

Thank you for your consideration. We look forward to continuing to work with you to develop a tourism governance model that best serves our community.

Sincerely,

DocuSigned by:

432CA1DA5F894E...

Julie Calder, Chair

Attest:

Signed by:

358A28C25A2129

Mike May: Secretary

