Regular Joint Meeting

January 5, 2026
1:30 PM
Town Council Chambers
Chair: Arne Jorgensen

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

I. ZOOM LINK FOR PUBLIC PARTICIPATION

The Town 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/82016689449?pwd=ZtPoRuq8sYDYNpqtyKIOavdBSBZWIN.1

Or join at zoom.com with Webinar ID: **820 1668 9449** and Password: **83001** or by phone: **+1 669 444 9171**

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 commisioners@tetoncountywy.gov.

IV. CONSENT CALENDAR

A. Meeting Minutes

1. December 1, 2025 Regular Joint Meeting
2. December 8, 2025 Special Joint Meeting

V. DISCUSSION/ACTION ITEMS

A. Comprehensive Plan Scoping - Consultant for Initial Engagement Work (Ryan Hostetter, 60 mins)

VI. EXECUTIVE SESSION

Recess or adjourn to executive session to consider appointments to volunteer boards, specifically the appointment of a board member as a public officer, in accordance with Wyoming Statute 16-4-405(a)(ii).

VII. MATTERS FROM COUNCIL, COMMISSIONERS AND STAFF

VIII. PROPOSED ITEMS FOR FUTURE JOINT MEETINGS

Feb - 90 Virginian Ln.
Feb - Emergency Management Elected Official Exercise
Feb - Joint Power Agreement Funding Split for Parks and Recreation

IX. 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

DECEMBER 1, 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 Spery, and Devon Viehman.

STAFF: Mike Moyer, Raymond Lane, Keith Gingery, April Norton, Tyler Sinclair, Jodie Pond and Rose Robertson.

Public Comment. Public comment was given in person by Diane McGee, Cheri Witz, Tim Young, Marty Camino, and Mike Morris, and via Zoom by Rebecca Bextel.

The Board read a prepared statement.

Consent Calendar.

A. Meeting Minutes. To approve the meeting minutes for the November 3, 2025 regular joint meeting as presented.

B. Deed Restriction Templates. To approve the 2025 proposed updates to the Jackson/Teton County Housing Department Affordable and Workforce housing restriction templates.

On behalf of the County, a motion was made by Commissioner Macker and seconded by Commissioner Carlman to approve the consent calendar 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 Schechter to approve the consent calendar. Mayor Jorgensen called for a vote. The vote showed all in favor and the motion carried for the Town.

Matters for Discussion

A. Fire/EMS Standards of Cover.

Chief Mike Moyer gave staff comment. Joe Powers gave a presentation. Commission and Council held discussion with staff. Public comment was given by John Fox. Chief Moyer gave staff comment. Commission and Council gave comment.

On behalf of the County, a motion was made by Commissioner Propst and seconded by Commissioner Macker to direct Jackson Hole Fire/EMS to develop recommended Operational Performance Standards for consideration of adoption by the Board at a future meeting.

Council and Commission 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 Schechter and seconded by Councilmember Spery to direct Jackson Hole Fire/EMS to develop recommended Operational Performance Standards for consideration of adoption by Council at a future meeting. Mayor Jorgensen called for the vote. The vote showed all in favor and the motion carried for the Town.

The meeting recessed at 2:58 p.m. and reconvened at 3:06 p.m.

B. 90 Virginian Lane Financing Agreement.

April Norton gave staff comment. Shannon Cox Baker gave comment. Commission and Council held discussion with staff. Tyler Sinclair gave comment. Keith Gingery gave comment. Public comment was given by Becky Cloetta, Laura Bonich, and Jessica Sell-Chambers. Commission and Council held discussion.

On behalf of the County, a motion was made by Commissioner Carlman and seconded by Commissioner Propst to hire professional services with expertise in public-private partnerships to help review and negotiate the development agreement and financing commitment.

The Board 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 County, a motion was made by Commissioner Carlman and seconded by Commissioner Propst to direct staff to explore future options for RV park operations for 2026 and bring those options back to the boards for consideration by February 1, 2026.

The Board gave comment.

Commissioner Propst suggested a friendly amendment.

Commissioner Carlman, as the motion maker, accepted the friendly amendment.

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

On behalf of the County, a motion was made by Commissioner Carlman and seconded by Commissioner Gardner to direct and authorize the Jackson Teton County Housing Authority to extend the Development Agreement timeline set forth within the Option Agreement to March 31, 2026.

The Board and Council gave comment.

Chair Newcomb called for the vote. The vote showed three in favor and the motion carried for the County 3-2, with Commissioner Propst and Commissioner Carlman opposed.

On behalf of the Town, a motion was made by Councilmember Viehman and seconded by Councilmember Regan to direct and authorize the Jackson Teton County Housing Authority to: 1. Extend the Development Agreement timeline set forth within the Option Agreement to March 31, 2026; and 2. Hire professional services with expertise in public-private partnerships to help review and negotiate the development agreement and financing commitment, and 3. to direct staff to explore future options for RV park operations for 2026 and bring those options back to the boards for consideration by February 1, 2026.

Council gave comment.

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

Matters From Commissioners, Council and Staff. The Board gave comment.

Adjourn.

On behalf of the County, a motion was made by Commissioner Macker and seconded by Commissioner Propst 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 Spery 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 4:46 p.m.

TETON COUNTY BOARD OF COUNTY COMMISSIONERS

Mark Newcomb, Chair

ATTEST:

Maureen E. Murphy, County Clerk

TOWN OF JACKSON

Arne Jorgensen, Mayor

ATTEST:

Riley Hovorka, Town Clerk

JOINT MEETING PROCEEDINGS
TOWN COUNCIL AND BOARD OF COUNTY COMMISSIONERS MEETING

December 8, 2025 **JACKSON, WYOMING**

The Jackson Town Council met the same time as the Teton County Commission in separate meetings but held together at the same location and same time. The meeting was located in the County Commissioner's Chambers located at 200 S. Willow Street. Both entities separately convened at 2:05 P.M.

I. ROLL CALL. Upon roll call the following were present:

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

TOWN COUNCIL: Mayor Arne Jorgensen, Jonathan Schecter, Devon Viehman (via Zoom), Kevin Regan, Alyson Spery

STAFF: Maureen Murphy, Teton County Clerk, Kellie Dickerson

II. VOLUNTEER BOARD INTERVIEWS – The following applicants were interviewed for positions on joint volunteer boards:

Jackson Hole Airport Board

- Sigsbee Duck
- John P Carey
- Paul Beaupre
- Andrea Coffee

III. EXECUTIVE SESSION

On behalf of the County, a motion was made by Commissioner Macker and seconded by Commissioner Gardner to enter executive session pursuant to Wyoming Statute §16-4-405(a)(ii) to consider appointments to volunteer boards, specifically the appointment of a board member as a public officer. 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 Spery and seconded by Councilmember Regan to recess into executive session pursuant to Wyoming Statute §16-4-405(a)(ii) to consider appointments to volunteer boards, specifically the appointment of a board member as a public officer. Mayor Jorgensen called for a vote. The vote showed all in favor and the motion carried for the Town 5-0.

The meeting entered executive session at 2:52 P.M.

Commissioners present: Mark Newcomb, Chair, Wes Gardner, Vice-Chair, Len Carlman, Luther Propst, Natalia Macker.

Councilmembers present: Mayor Arne Jorgensen, Jonathan Schecter, Devon Viehman (via zoom), Kevin Regan, Alyson Spery

Others: Maureen E. Murphy, Teton County Clerk; Kellie Dickerson, Chief Deputy County Clerk

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

The Town exited the executive session.

Both entities exited the executive session at 2:57 P.M.

On behalf of the County, a motion was made by Commissioner Macker and seconded by Commissioner Carlman to appoint Sigsbee Duck to the Jackson Airport Board for a 5-

year term expiring February 1, 2031. 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 Spery to appoint Sigsbee Duck to the Jackson Airport Board for a 5-year term expiring February 1, 2031. Mayor Jorgensen called for a vote. The vote showed all in favor and the motion carried for the Town 5-0.

IV. ADJOURN.

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

The meeting adjourned at 2:59 P.M.

TETON COUNTY BOARD OF COUNTY COMMISSIONERS

____
Mark Newcomb, Chair

ATTEST:

____
Maureen E. Murphy, County Clerk

TOWN OF JACKSON

____
Arne Jorgensen, Mayor

ATTEST:

____
Riley Taylor, Town Clerk

JOINT MEETING
AGENDA DOCUMENTATION

TETON COUNTY WYOMING
BOARD OF COUNTY COMMISSIONERS

TOWN COUNCIL

SUBMITTING DEPARTMENT: Joint Long Range Planning **PRESENTER**: Ryan Hostetter, Joint Long Range Planning

MEETING DATE: January 5, 2026

SUBJECT: Comprehensive Plan Scoping – Consultant for initial engagement work

STATEMENT/PURPOSE

Request from the Town of Jackson for a discussion with the Board of County Commissioners to consider a request for proposals (RFP) to hire a consultant team specializing in community engagement for scoping the next Comprehensive Plan (Comp Plan) update.

BACKGROUND/ALTERNATIVES

The Joint Long Range Planning Work Plan was approved during the May 5, 2025 Joint Meeting. The Work Plan includes an item related to scoping for the next Comprehensive Plan review and update. The Comprehensive Plan review is included within the Work Plan because the Indicator Report identified that the residential growth trigger of 7% since the last Comp Plan update in 2020 would likely be triggered during the FY26 period. This 7% trigger is a part of the "Adaptive Management" portion of the Comp Plan which requires a community check-in with the policies of the plan when the 7% trigger is met. In short, the process to update the Comp Plan includes two steps. Step 1 is to conduct a public outreach effort to determine the community's level of support (or not) to update the current vision and goals in the Comp Plan (this is the scoping step approved in the current FY26 Work Plan). This process will determine which policies and strategies need improvement (or replacement) vs which ones are still valid and continue to represent the community's vision. Step 2 would be to use the public outreach data collected in Step 1 as the basis to hire a consultant to lead an effort to amend the text of the Comp Plan consistent with the Step 1 data and with any additional data collected during Step 2. This second step has not been officially approved yet by the joint boards as a future Work Plan item, but staff assume that this step would logically be approved by both elected bodies as part of the FY27 Work Plan.

Following (next page) is what was approved within the FY26 Work Plan:

Joint Teton County Town of Jackson Comprehensive Plan Review 2025

FY 26+

Progress	0%			
Timeframe	FY26+			
Task Lead (s)	Joint Long Range Planning			
Resources	*FY26*	*FY27*	*FY28+*	*Total*
Joint Long Range Planning	300 hrs	TBD	TBD	TBD
Town Planning Director	100 hrs	TBD	TBD	TBD
County Planning Director	100 hrs	TBD	TBD	TBD

Comp Plan Strategies:

3.3.S.1 Consider a joint Town and County staff person to execute an Adaptive Management Program and otherwise implement the Comprehensive Plan.

Policy "9.1.e: The community should conduct a detailed community review of the Comprehensive Plan if it has gone ten (10) years without otherwise triggering a plan update…" The 10 year update should be a community effort, built on the lessons learned through a decade of annual indicator reports to: Affirm or enhance vision, Evaluate and update Illustration of Vision, update strategies and evaluate adaptive management

Policy 9.2.a "Monitor indicators annually. If the Adaptive Management evaluation at 7% growth is the community's exam, the indicator reports are our annual progress report…"

Policy 10.2.b Use adaptive management to ensure we are achieving our vision.

Task: The 2025 Indicator Report has noted a 6.7 % growth rate since the last Comprehensive Plan update in 2020. While this is ahead of a regular 10-year update cycle, it is bumping up against the 7% growth rate trigger within the Comprehensive Plan Adaptive Management Program for a revisit of the Comprehensive Plan. Because of this, staff is proposing initial scoping of the community's next Comp Plan update. Scoping during this next fiscal year could include strategizing on the size/context of this next update with community members and elected officials. This scoping information will be used to determine any consultant needs for the update and what to include within a request for proposals (RFP).

Status:. This project has not yet begun.

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<u>Town Council October 20, 2025, Workshop Item.</u> On October 20, 2025, the Town Council held a workshop to discuss long range planning items specific to development pressure within the Town. The meeting was for the Council to consider options for modifying the approved Joint Long-Range Planning FY26 Work Plan for Town-specific items. Within the discussion the Council also discussed the jointly approved Comprehensive Plan review item (graphic above). Specifically, Council requested that the joint Comp Plan Work Plan item be revised to require that a public engagement consultant be separately retained to conduct initial outreach and public engagement related to the Comp Plan scoping project. This would be a change from the currently approved Work Plan item where joint long-range staff is tasked with leading the initial outreach scoping effort. The Town Council is requesting a change to this item because they would prefer specific expertise related to larger public engagement efforts for such an important policy level project.

Because the Work Plan is jointly approved the Town Council requested that its proposed revision to the Work Plan be scheduled for a Joint Meeting for consideration by the Board of County Commissioners. Following are some options for revision to the Work Plan:

- **Option 1: Request is approved by both the Town Council and County Commissioners**.
  In this case, staff would initiate a Request for Proposals process to bring on a consultant team with specific expertise in public engagement efforts for the Step 1 scoping project. The request from Town Council is that the RFP not be limited to planning consultants but include firms that specialize in public engagement. Joint Long Range Planning staff would provide support and manage the consultant including information related to the Comp Plan. A consultant led engagement effort will likely take more time than a staff led effort due to the additional time required to solicit and select a consultant (approximately 3-4 months) and the potential that a more robust engagement program could be included within the proposal. More detailed information related to timing and staff effort would depend on the consultant's proposal and level of engagement. Staff presume the additional cost of the consultant would be split 57/43 between the County and Town, respectively, according to the current agreed upon MOU for joint operations.

- **Option 2: Request is not approved by either the Town or County.**
  In this case, then the Work Plan item would remain unchanged and staff would continue to work on this effort internally as already set out in the FY26 Work Plan. Staff would research past Comp Plan surveys and meet with stakeholders to identify key community concerns in order to prepare a community wide survey. Planning staff requests that the Town and County engagement staff provide support for this effort. The initial engagement planning would start immediately and the project would roll over into FY27. This staff-led effort could take approximately 9 to 12 months.

- **Option 3: If this request is approved only by the Town Council**
  In this case, long-range planning staff would use the initial direction from the October 20, 2025 Council workshop, and any additional direction provided by the Council, to initiate the same consultant-led public outreach project outlined in the first option above but would do that only for the Town. The full cost of the consultant team to be paid by the Town. The results of the Town engagement work would be shared with the County and used for preparation of the overall Comprehensive Plan scoping effort.

For context, typical public engagement projects include development of an engagement plan which usually includes (but is not limited to):

- Timeframe and ideal season for the engagement;
- team information and task assignments;
- list of engagement opportunities/methodologies;
- choice of tools to be utilized (i.e., surveys, focus groups, digital platforms);
- comprehensive list of groups/communities to engage with;
- interviews and small group meetings;
- preliminary schedule of events and activities;
- summary report and presentation of the engagement results.

The Step 1 public engagement process is likely to be a +/- 9 month process but could take a year depending on the community's needs and schedule of existing community events. This is important because sometimes existing events are used as an efficient way to tack onto or attend to gather input where community members already are, and the schedules can be dictated by these events.

COMPREHENSIVE PLAN ALIGNMENT

Updating the Comprehensive Plan supports Comprehensive Plan Chapter 9 and Chapter 10 related to Adaptive Management and Plan Implementation. The Comp Plan is due for an update because of the Adaptive Management growth goal of 7% of new residential growth (since the last Comp Plan update), and we are close to meeting that trigger as of January 2025 at 6.7% based on the 2025 Indicator Report.

STAKEHOLDER ANALYSIS

Town and County Staff have been coordinating a future Comp Plan update. While much of this discussion has been preliminary, it is understood that more robust stakeholder outreach will be conducted as a part of the Comp Plan scoping and update process.

FISCAL IMPACT

This project would include an RFP process which will reveal specific costs, however, it is anticipated to be approximately $50,000-$80,000. This estimate is based on staff's informal conversations with planning firms that typically conduct engagement along with a full Comp Plan update. They shared that the typical cost of the engagement alone is approximately 30% of the overall Comp Plan update process. Thus, for an update process that costs about $200,000.00 that would include an engagement budget of approximately $60,000.00 as a reference. Specialty engagement consultants, however, that do not work on Comp Plan projects may be higher but that information would be revealed when proposals for the task are submitted. Staff requests direction on whether the Town and County would split this cost. The costs for a consultant are not currently in the approved FY26 budgets.

STAFF IMPACT

This Step 1 item is on the Joint Long Range Planning FY26 Work Plan for initial scoping of the Comp Plan update at approximately 300 hours. This new effort to hire a separate engagement consultant would amend the FY26 Work Plan, and would be managed by Joint Long Range Planning as a part of the current Work Plan item. Depending on the proposal from the engagement consultant, this item could require more than the anticipated 300 hours of the Joint Long Range Planners time due to a more robust public engagement schedule.

LEGAL REVIEW

Colasuonno and Gingery

ATTACHMENTS

N/A

RECOMMENDATION

Staff recommend approval by the Town Council and Board of County Commissioners to prepare an RFP for community engagement related to scoping of the Comprehensive Plan Update.

SUGGESTED MOTION

I move to direct staff to prepare and release a Request for Proposals to hire a public engagement consultant to assist staff with the public engagement scoping for the next Comprehensive Plan Update process, the costs of which would be split according to the Joint Funding MOU between the County and the Town.