

# Regular Town Council Meeting

February 2, 2026

6:00 PM

Town Council Chambers

Chair: Arne Jorgensen

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

## I. ZOOM LINK FOR PUBLIC PARTICIPATION

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

To join, click link or copy it to your browser: <https://us02web.zoom.us/j/82111873885?pwd=FHa64thQNYAMGOUD3KigosgDb8AGoC.1>

Or join at zoom.com with Webinar ID: **821 1187 3885** and Password: **83001** or by phone: **+1 719 359 4580**

## II. OPENING

- A. Call to Order and Roll Call
- B. Pledge of Allegiance
- C. Land Acknowledgement
- D. Announcements/Proclamations
  - 1. World Cancer Day
  - 2. Black History Month

## 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](mailto:electedofficials@jacksonwy.gov).

## IV. CONSENT CALENDAR

All matters listed in this section are considered to be of routine nature by the governing body and will be enacted in one motion, unless it is removed from the consent calendar and considered separately by Council. Public comment may be given on any item.

- A. Meeting Minutes
  - 1. January 20, 2026 Regular Town Council Workshop
  - 2. January 20, 2026 Regular Town Council Meeting
- B. Disbursements
- C. Contracts
  - 1. Vacation of Sewer Line Easement for 780 E. Kelly
  - 2. Contract with Advanced Network Management, Inc. (Network Switches)
  - 3. Contract with Advanced Network Management, Inc. (Panic Buttons)
  - 4. Contract with Advanced Network Management, Inc. (Various Equipment)

*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.*

- D. 139 North Cache - Browse N Buy: Encroachment (E25-0308) (Brian Lenz)
- E. Tree City USA Application (Andy Erskine)

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

- A. Internal Services
  - 1. Annual Liquor License Renewals (Lynsey Lenamond)
- B. Public Works
  - 1. North South Park Area 1 Request for Water and Wastewater Services (E25-0309) (Brian Lenz)

#### **VI. ORDINANCES**

- A. Ordinance A: An Ordinance Amending the Zoning Map at 252 & 254 E. Simpson Ave. (P25-156) (Tyler Valentine, Second Reading)
- B. Ordinances B & C: Ordinances Amending the Land Development Regulations Related to Nonconforming Development, Parking and Loading Standards, and Administrative Adjustments (P25-176) (Andrew Bowen, First Reading)
  - 1. Ordinance B: An Ordinance Amending the Land Development Regulations Related to Nonconforming Development
  - 2. Ordinance C: An Ordinance Amending the Land Development Regulations Related to Parking and Loading Standards and Administrative Adjustments
- C. Ordinance D: An Ordinance Annexing a Parcel of Land Generally Located to the East of Nelson Drive (Riley Hovorka, First Reading)

#### **VII. MATTERS FROM MAYOR AND COUNCIL**

- A. Board and Commission Reports

#### **VIII. MATTERS FROM THE TOWN MANAGER**

- A. Town Manager's Report

#### **IX. ADJOURN TO EXECUTIVE SESSION**

Adjourn to executive session to discuss personnel matters in accordance with Wyoming Statute 16-4-405(a)(ii) and consider matters concerning litigation to which the governing body is a party or proposed litigation to which the governing body may be a party in accordance with Wyoming Statute 16-4-405(a)(iii).

*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.*



## TOWN OF JACKSON

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### **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.



## TOWN OF JACKSON

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### 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.



**WORLD CANCER DAY**

**WHEREAS**, World Cancer Day is observed each year on February 4<sup>th</sup> to raise awareness about cancer, encourage its prevention, and to increase action to address this global pandemic; and

**WHEREAS**, 1 in 5 people will develop cancer in their lifetime; and

**WHEREAS**, cancer claims 10 million lives every year; and

**WHEREAS**, almost 1 in 3 of all cancer deaths could be prevented through routine screening, early detection, and treatment; and

**WHEREAS**, every person with cancer has a unique experience, meaning cancer is more than just a medical diagnosis but is a deeply personal matter; and

**WHEREAS**, cancer disrupts relationships, financial and family responsibilities, physical and emotional wellbeing, and its effects extend beyond the individual to family, caregivers, and communities; and

**WHEREAS**, people-centered cancer care focuses on the needs, values and active participation of individuals, families and communities in the planning, delivery and evaluation of care, resulting in improvements in access to care, and providing positive effects throughout treatment and recovery for the betterment of physical and emotional wellbeing.

**NOW THEREFORE**, I, Arne Jorgensen, Mayor of the Town of Jackson, encourage all members of our community to take the time to learn more about cancer and the benefits of people-centered care, and to share your story as a person living with cancer, a family member or caregiver at [worldcancerday.org](https://worldcancerday.org).

**DATED THIS 2<sup>ND</sup> DAY OF FEBRUARY 2026**

**TOWN OF JACKSON**

\_\_\_\_\_  
Arne O. Jorgensen, Mayor

ATTEST:

\_\_\_\_\_  
Riley Hovorka, Town Clerk

**PROCLAMATION FOR BLACK HISTORY MONTH**

**WHEREAS**, in February America celebrates Black History Month and the vast contributions of Black Americans to our country and recognizes that Black history is American history; and

**WHEREAS**, America is the only country in the world founded on an idea, the idea that we are all created equal and deserve to be treated with equal dignity throughout our lives; and

**WHEREAS**, while we still grapple today with the moral stain and vestiges of slavery we do not turn away from the fight to fully realize the promise of America for all Americans; and

**WHEREAS**, throughout our history, Black Americans have never given up on the promise of America. Unbowed by the forces of hate and undaunted as they fought for centuries against slavery, segregation, and injustice; and

**WHEREAS**, Black Americans have held a mirror up to our Nation, allowing our country to confront hard truths about who we are and pushing us to live up to our founding ideals; and

**WHEREAS**, they have helped redeem the soul of our Nation, ensuring the promises in our founding documents were not just words on a page but a lived reality for all people; and

**WHEREAS**, in the process, the vibrancy of Black history and culture has enriched every aspect of American life; and

**WHEREAS**, during black history month we honor the often neglected accomplishments of black Americans in every career, athletic pursuit, and endeavor including but not limited to: Shirley Chisholm, Claudette Colvin, Annie Lee Cooper, Dorothy Height, Jesse Owens, Bessie Coleman, Robert Sengstacke Abbott, Liz Byrd, Ethel Waters, Bayard Rustin, Gwendolyn Brooks, Alice Coachman, Harriet Tubman, Gordon Parks, Toni Morrison, Marsha P. Johnson, Thurgood Marshall, Maria P. Williams, Minnie Riperton, Ruby Bridges, Mae Jemison, Marian Anderson, Rose Marie McCoy, Phillis Wheatley, Alvin Ailey, Ella Baker, Benjamin O. Davis, Sr., Henrietta Lacks, Dr. Rebecca Lee Crumpler, Rosa Parks, Ann Lowe, Audre Lorde, Gil Scott-Heron, Sojourner Truth, Frederick McKinley Jones, Wilma Rudolph, Gerald Wilson, Mary McLeod Bethune, Jane Bolin; and so many more; and

**WHEREAS**, during Black History Month, let us reflect on our shared history, and draw inspiration from the progress made as we continue on the path toward equality, liberty, and opportunity for all.

**NOW, THEREFORE, BE IT RESOLVED**, that I, Arne Jorgensen, Mayor of the Town of Jackson, on behalf of Jackson’s Town Council, proclaim February 2026 Black History Month.

**DATED THIS 2<sup>nd</sup> DAY of FEBRUARY 2026.**

**TOWN OF JACKSON**

By: \_\_\_\_\_  
Arne O. Jorgensen, Mayor

ATTEST: \_\_\_\_\_  
Riley Hovorka, Town Clerk

TOWN COUNCIL PROCEEDINGS – UNAPPROVED

JANUARY 20, 2026

JACKSON, WYOMING

The Jackson Town Council met in regular workshop in the Town Hall Council Chambers, located at 150 East Pearl in Jackson, at 1:32 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, Johnny Ziem, Paul Anthony, Michelle Weber, Tanya Anderson, Susan Scarlata, and Riley Hovorka.

**Water Efficiency Strategy.** Tanya Anderson and Johnny Ziem made staff comment. Council held discussion with staff. Valarie Brown, Dan Tolson, and Ted Van Holland made public comment. A motion was made by Devon Viehman and seconded by Alyson Sperry to approve the water efficiency strategy as presented, and direct staff to move forward with implementation. Mayor Jorgensen called for the vote. The vote showed all in favor. The motion carried.

**Options for Land Development Regulation Changes to Address Development Impacts.** Paul Anthony made staff comment. Council held discussion with staff. Shannon Shuptrine, Rebecca Mackay Singer, Claire Stumpf, Jen Evans, Michael Kudar, Stefan Fodor, and Georgie Stanley made public comment.

Council recessed at 3:33pm and reconvened at 3:39pm.

Discussion continued. Paul Anthony and Tyler Sinclair made staff comment. A motion was made by Devon Viehman and seconded by Alyson Sperry to modify the FY26 Planning Department Work Plan as directed today. Mayor Jorgensen called for the vote. The vote showed all in favor. The motion carried.

A motion was made by Devon Viehman and seconded by Alyson Sperry to continue Item 6 (Other LDRs) to the next available Town Council Workshop. Mayor Jorgensen called for the vote. The vote showed all in favor. The motion carried.

**Letter to Wyoming Department of Transportation.** Charlotte Frei made staff comment. Council held discussion with staff. Sam Petri made public comment. A motion was made by Alyson Sperry and seconded by Devon Viehman to approve the letter as presented, subject to minor changes by staff. Mayor Jorgensen called for the vote. The vote showed all in favor. The motion carried.

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

**Adjourn.** A motion was made by Kevin Regan and seconded by Alyson Sperry to adjourn. Mayor Jorgensen called for the vote. The vote showed all in favor. The motion carried. The workshop adjourned at 4:55p.m.

TOWN OF JACKSON

ATTEST:

\_\_\_\_\_  
Arne O. Jorgensen, Mayor

\_\_\_\_\_  
Riley Hovorka, Town Clerk

Minutes: rh. Publish JH News & Guide: January 14, 2026

## TOWN COUNCIL PROCEEDINGS - UNAPPROVED

JANUARY 20, 2026

JACKSON, WYOMING

The Jackson Town Council met in regular session in the Town Hall Council Chambers located at 150 East Pearl in Jackson, at 6:00 P.M. This meeting was held in-person and through the Zoom platform. Upon roll call the following were found to be present:

TOWN COUNCIL: Mayor Arne Jorgensen, Jonathan Schechter, Devon Viehman, Kevin Regan, and Alyson Sperry. Via Zoom: Jonathan Schechter joined at 6:06pm.

STAFF: Tyler Sinclair, Roxanne Robinson, Lea Colasuonno, David Garcia, Johnny Ziem, Brian Lenz, Paul Anthony, Tyler Valentine, Kristi Malone, Michelle Weber, Tanya Anderson, Susan Scarlata, and Riley Hovorka.

The Pledge of Allegiance was led by Mayor Jorgensen. The Land Acknowledgement was read by Mayor Jorgensen. Mayor Jorgensen proclaimed Martin Luther King Jr. & Equality Day. Mayor Jorgensen introduced David Garcia, Deputy Town Manager.

**Public Comment.** Carrie Geraci made public comment.

**Consent Calendar.** A motion was made by Alyson Sperry and seconded by Kevin Regan to approve the consent calendar including items A-E as presented with the following motions:

A. **Meeting Minutes.** To approve minutes from the January 5, 2026 Regular Town Council Meeting.

B. **Disbursements.** To approve the disbursements as presented. 842-NCPERS GROUP WYOMING \$80.00; ACE HARDWARE \$2868.13; ADVANCED LINING LLC \$50000.00; ADVANCED NETWORK MANGEMENT \$7067.90; AFLAC \$1515.48; ALDER ENVIRONMENTAL \$633.16; ALLEGION ACCESS TECH \$1274.33; ALPHAGRAPHICS \$867.13; AMAZON \$1282.39; ANTLER MOTEL \$14647.50; APPLIED CONCEPTS \$13852.50; ASSET INSIGHT TECH \$2632.31; AT&T \$319.37; AXON ENTERPRISES \$9500.99; BANK OF JACKSON HOLE \$45.00; BERL ENTERPRISES 1998.00; BEST BEST & KRIEGER \$1158.00; BIG R RANCH \$755.97; BLUE SPRUCE CELANERS \$282.31; BOBCAT OF ROCK SPRINGS \$216.32; ANITA BOLAND \$2328.65; ERIC BRIGGS \$243.42; DAVID BROWN \$550.00; SHAWN BURKHOLDER \$2141.61; C & C CHEFS LLC \$3533.35; CARQUEST \$240.92; CASELLE \$2388.00; HEATH CASEY \$284.08; CENTURYLINK \$65.88; CHARLIES PLUMBING \$1963.00; CLIMB WYOMING \$1531.25; COMMUNITY FOUNDATION \$76.70; CONRAD & BISCHOFF \$50528.02; CONTROL SYSTEMS TECH \$38990.00; CONVERGEONE \$12609.92; LARS CONWAY \$2500.00; CORE & MAIN \$90638.24; CUSTOM ELECTRONICS \$9011.75; DAWSON INFRASTRUCTURE \$3175.44; DEANS PEST CONTROL \$170.00; DEX IMAGING \$466.78; DIVISION OF CHILD SUPPORT \$509.23; E.R OFFICE EXPRESS \$525.18; ELAN ONE CARD \$35775.19; ENERGY LABORATORIES \$172.00; ETNA TRADE PARK LLC #4062.00; EVANS CONSTRUCTION INCC \$577809.47; FERGUSON ENTERPRISES \$869.80; FRONTIER PRECISION \$546.00; DAVID GARCIA \$6000.00; GFOA \$590.00; GILLIG LLC \$1051.95; GOOD BOY CLEANING \$670.30; GRIFFITH PARTNERSHIP LLC \$170.00; MIKE HARDAKER \$133.00; HDR ENGINEERING \$5925.00; HEALTH TECH \$205.31; HIGH COUNTRY LINEN \$4031.68; HOLE FOOD RESCUE \$19675.00; IDAHO STATE TAX \$7326.00; INTERSTATE BATTERY \$2250.35; IVY OUTDOOR SERVICES \$13167.00; JACKSON CURBSIDE \$1856.00; JACKSON GROUP LOCKBOX \$1741.67; JACKSON HOLE CHILDRENS MUSEUM \$6250.00; JACKSON HOLE LAW \$3502.50; JACKSON HOLE NEW AND GUIDE \$2951.00; JACKSON HOLE PUBLIC ART \$10000.00; JACKSON LUMBER \$551.75; JACKSON WHOLE FAMILY HEALTH \$207.00; JOE JOHNSON EQUIPMENT \$1702.28; JONES SIMKINS \$15049.00; JORGENSEN ASSOCIATES \$101195.63; PETER KEENAN \$2357.50; KENWORTH SALE COMPANY \$819.99; KJS SERVICES INVESTMENTS \$2975.00; ;LEXISNEXIS MATTHEW BENDER \$125.43; LOTUS ENGINEERING \$8928.75; LOWER VALLEY ENERGY \$52858.65; L-TRON CORP \$786.24; GRACE MOHONEY \$183.00; MASTERCARE CLEANING JH \$546.36; METROQUIP \$174.56; MICROSOFT \$8973.51; MOUNTAIN SAGE MARKETING \$700.00; MSC INDUSTRIAL SUPPLY \$377.72; RICHARD MULLIGAN \$740.00; NALLEY STEAMWAY LLC \$1671.12; NAPA AUTO PARTS \$2105.70; NELSON ENGINEERING \$105.00; ON SIGHT LAND SURVEYORS \$300.00; OPS STRATEGIES \$7962.50; OUTBACK LANDSCAPE OF WY \$863.00; PEAK INDUSTRIAL \$2617.71; PERFORM PRINTING \$1077.06; POINT S DRIGGS \$1120.84; PREMIER CLEANING SERVICES \$6352.00; PREMIER TRUCK- SALT LAKE \$595.65; QUADIENT FINANCES \$1104.87; RAFTELIS \$1320.00; BRINDA RAMANATHAN \$2500.00; SAMUEL RICH \$963.00; KYLE ROERTSON \$100.00; RON TURLY ASSOCIATES \$16597.40; RONS TOWING \$2712.50; RT1 INC \$66.56; SUSAN SCARLETA \$507.68, ANDY SCHWARTS \$5000.00; SHERWIN-WILLIAMS CO \$461.51; SILVERSTAR \$6130.00; SMITH POWER PRODUCTS \$502.25; JEFF

SMOCK \$486.94; SNAKE RIVER MEP COMPLETE \$2149.49; SOLV BUSINESS SOLUTIONS \$319.82; SOSA JANIATORIAL \$7380.00; SPRING CREEK ANIMAL HOSPITAL \$655.59; SPSC POA \$303.82; STATE FIRE IDAHO \$22580.69; TALON STEPHENS \$77.83; STOTZ EQUIPMENT \$495.19; SYMBOLARTS LLC \$407.50; TETON CONSERVATION DISTR \$603.86; TETON COUNTY INTERGRATED \$45916.44; TETON COUNTY PUBLIC WORKS \$8789.97; TETON COUNTY SHERIFFS \$2275.00; TETON COUNTY FUND 10 \$6146.00; TETON MOTORS \$3357.73; TETON TRASH REMOVAL \$120.00; THE TIRE RACK \$744.00; T-MOBILE \$62.70; TMSC LLC \$14233.74; MIKE TORONTO \$5227.17; US FOREST SERVICE \$506.20; US BLUE BOOK \$664.00; VINYLART SIGNS AND GRAPHICS \$1350.00; WSC PROPERTIES \$2150.00; WEST COAST CODE CONSULTANTS \$8735.00; WEST FORK CONSTRUCTION \$137248.16; WESTERN CHARTERS \$84000.00; MOLLY WHISENANT \$477.00, JOHN WILSON \$2200.00; WY CHILD SUPPORT \$452.30; WYOMING WORKERS COMP \$12471.47; WYOMING DEPARTMENT OF EMPLOYMENT \$5858.15; WYOMING DEPART OF TRANSPORTATION \$114.42; WYOMING LAW ENFORCEMENT \$240.00; WYOMING RETIREMENT SYSTEM \$213935.98; WYOMING.COM \$10.00; YELLOW IRON WASTER INC \$2695.00.

**C. Contracts.**

1. **Access and Utility Easement with Snow King Mountain Resort, LLC.** To approve the Access and Utility Easement with Snow King Mountain Resort, LLC, subject to minor changes by staff.

**D. Award Vine Street Improvement Project (Bid #26-10). To:**

1. Direct staff to award Bid 26-10 to Ridgeline Excavation, Inc., for the Vine Street Complete Street Improvements Project in the amount of \$1,552,455.00.
2. Approve the 26-10 Construction Contract with Ridgeline Excavation, Inc., for the Vine Street Complete Street Improvements Project, subject to minor changes by staff.
3. Approve the Total Project Cost for the Vine Street Complete Street Improvements Project in the amount of \$1,961,000, including amendments to the FY26 budget as indicated in this staff report with the next budget resolution.

- E. Budget Amendment for the Procurement of a New Electric Truck.** To approve a fiscal year 2026 budget amendment in the amount of \$2,400 to cover the additional cost to procure a new 2025 Ford Lightening truck.

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

**90 Virginian Lane – Town Funding Approach.** Tyler Sinclair 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 direct staff to draft a letter to Teton County proposing to divide the \$10m committed for the 90 Virginian Lane project 50%/50% between the Town and County. Mayor Jorgensen called for the vote. The vote showed all in favor. The motion carried.

A motion was made by Devon Viehman and seconded by Kevin Regan to authorize the Town to use Restricted and Assigned Housing Funds as proposed in the report to fund the Town's portion of the \$10m committed to the 90 Virginian Lane development. Mayor Jorgensen called for the vote. The vote showed all in favor. The motion carried.

**Request for Proposals for Sustainability Plan Tracking.** Tanya Anderson made staff comment. Council held discussion with staff. Kat Rueckert made public comment. A motion was made by Devon Viehman and seconded by Alyson Sperry to release the RFP for a digital tracking system that monitors progress towards the goals and strategies within the Town Sustainability Plan. Mayor Jorgensen called for the vote. The vote showed all in favor. The motion carried.

**Applications to the Wyoming Office of State Lands and Investments' Unmet Housing Needs Grant Program for 90 Virginian Lane and S4 Flats Located at 910 Smith Lane and 915 Simon Lane.** Kristi Malone made staff comment. Council held discussion with staff. There was no public comment. A motion was made by Devon Viehman and seconded by Kevin Regan to approve the Resolution authorizing submission of an Unmet Housing Needs Grant application to the State Loan and Investment Board on behalf of the Town Council of the Town of Jackson, Wyoming for the purpose of

land acquisition for the S4 Flats affordable workforce housing development. Mayor Jorgensen called for the vote. The vote showed all in favor. The motion carried.

**U.S.F.S. Nelson Drive Annexation Public Hearing.** Riley Hovorka made staff comment. Mike McDonald and Judd Grossman made public comment. Council held discussion. Having found that the requested annexation complies with W.S. 15-1-402, a motion was made by Alyson Sperry and seconded by Devon Viehman to direct staff to proceed with the requested annexation. Mayor Jorgensen called for the vote. The vote showed all in favor. The motion carried.

**Development Plan and Conditional Use Permit for a new +/-78,000 sf Justice Center at 180 S. King St. (P25-179 & 180).** Tyler Valentine made staff comment. Council held discussion with staff. Jason Berning, Stephan Hall, and Tony Glawe commented on behalf of the applicant. Lea Luvinka made public comment. A motion was made by Alyson Sperry and seconded by Devon Viehman to approve Development Plan P25-179 for a new +/-78,000 sf Justice Center for Teton County located at 180 S. King Street, based upon the findings and conditions presented in the staff report, the departmental reviews, and subject to the staff report dated January 20, 2026, and the changes and updated map discussed at this meeting. Mayor Jorgensen called for the vote. The vote showed all in favor. The motion carried.

A motion was made by Alyson Sperry and seconded by Devon Viehman to approve Conditional Use Permit P25-180 for Institutional and Office uses for a new Justice Center located at 180 S. King Street, based upon the findings and conditions presented in the staff report, the departmental reviews, and subject to the staff report dated January 20, 2026. Mayor Jorgensen called for the vote. The vote showed all in favor. The motion carried.

Mayor Jorgensen closed the public hearing for the U.S.F.S. Annexation.

**Resolution 26-01: Applications to the Wyoming Office of State Lands and Investments' Unmet Housing Needs Grant Program for 90 Virginian Lane and S4 Flats Located at 910 Smith Lane and 915 Simon Lane.** Kristi Malone and Riley Hovorka made staff comment. There was no discussion and no action was taken.

**Ordinances.** A motion was made by Alyson Sperry 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 A: An Ordinance Amending the Zoning Map at 252 & 254 E. Simpson Ave.**

PURSUANT TO DIVISION 8.7.3 ZONING MAP AMENDMENT, DIVISION 1.7.2 ESTABLISHMENT OF ZONES AND OVERLAYS, AND DIVISION 1.7.3 OFFICIAL ZONING MAP INCORPORATED BY REFERENCE, OF THE LAND DEVELOPMENT REGULATIONS, CHANGING THE ZONING CLASSIFICATION FROM OFFICE RESIDENTIAL (OR) TO PUBLIC/SEMI-PUBLIC (P/SP) FOR LOTS 5 & 6, BLOCK 9, CACHE-2 ADDITION TO THE TOWN OF JACKSON (ADDRESSED AS 252 & 254 EAST SIMPSON AVENUE). BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF JACKSON, WYOMING:

There was no public comment. A motion was made by Devon Viehman and seconded by Kevin Regan to approve Ordinance A at first reading. Mayor Jorgensen called for the vote. The vote showed all in favor. The motion carried.

**Matters from Mayor and Council. Mayor Pro Tempore Appointment.** Mayor Jorgensen appointed Devon Viehman to serve as Mayor Pro Tempore and Alyson Sperry to serve as Acting Mayor Pro Tempore.

**Town Manager's Report.** Tyler Sinclair made staff comment. The Town Manager's report contained temporary sign permits for JH Chamber of Commerce and Art Association of Jackson Hole. The Town Manager also discussed the upcoming retreat and special joint meeting for volunteer board interviews. Riley Hovorka made staff comment. A motion was made by Devon Viehman and seconded by Kevin Regan 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 Alyson Sperry and seconded by Devon Viehman to adjourn. Mayor Jorgensen called for the vote. The vote showed all in favor. The motion carried. The meeting adjourned at 8:43 p.m.

TOWN OF JACKSON

ATTEST:

\_\_\_\_\_  
Arne O. Jorgensen, Mayor

\_\_\_\_\_  
Riley Hovorka, Town Clerk

Minutes: rh. Publish JH News & Guide: January 14, 2026

## 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 | 26-01          | NORTH KING/NORTH WILLOW    | 01/12/2026   | 4,000.00           | .00         |            |
| Total 6634: |                      |                |                            |              | 4,000.00           | .00         |            |
| 51          | ACE HARDWARE         | 928298         | DRYWALL & SCREWS           | 12/01/2025   | 30.96              | .00         |            |
| 51          | ACE HARDWARE         | 929959         | TRANSPONDER KEY            | 12/16/2025   | 109.99             | .00         |            |
| 51          | ACE HARDWARE         | 930243         | SCREWS                     | 12/18/2025   | 9.99               | .00         |            |
| 51          | ACE HARDWARE         | 930697         | BLACK 175#                 | 12/23/2025   | 17.99              | .00         |            |
| 51          | ACE HARDWARE         | 931227         | STRAPS                     | 12/31/2025   | 4.49               | .00         |            |
| 51          | ACE HARDWARE         | 931228         | HOOK & PICK SET            | 12/31/2025   | 23.99              | .00         |            |
| 51          | ACE HARDWARE         | 931275         | PRIMER                     | 12/31/2025   | 39.99              | .00         |            |
| 51          | ACE HARDWARE         | 931275 123120  | PRIMER                     | 12/31/2025   | 39.99              | .00         |            |
| 51          | ACE HARDWARE         | 931571         | MAG NUT & SCREWS           | 01/05/2026   | 17.48              | .00         |            |
| 51          | ACE HARDWARE         | 931577         | GLOVES & SCRAPER           | 01/05/2026   | 59.98              | .00         |            |
| 51          | ACE HARDWARE         | 931629         | ROLLERS                    | 01/06/2026   | 15.48              | .00         |            |
| 51          | ACE HARDWARE         | 931670         | VELCRO                     | 01/06/2026   | 19.47              | .00         |            |
| 51          | ACE HARDWARE         | 931696         | MARKER & HANGER            | 01/06/2026   | 9.98               | .00         |            |
| 51          | ACE HARDWARE         | 931777         | TENSION RODS               | 01/07/2026   | 2.21               | .00         |            |
| 51          | ACE HARDWARE         | 931803         | CLAMP                      | 01/07/2026   | 21.99              | .00         |            |
| 51          | ACE HARDWARE         | 931825         | BIT SET                    | 01/08/2026   | 26.99              | .00         |            |
| 51          | ACE HARDWARE         | 931864         | KNEE PADS                  | 01/08/2026   | 39.99              | .00         |            |
| 51          | ACE HARDWARE         | 931869         | SNOW SHOVEL                | 01/08/2026   | 69.98              | .00         |            |
| 51          | ACE HARDWARE         | 932001         | P TRAP & DRAIN CLEANER     | 01/09/2026   | 74.98              | .00         |            |
| 51          | ACE HARDWARE         | 932109         | TAPE & HOOKS               | 01/11/2026   | 23.98              | .00         |            |
| 51          | ACE HARDWARE         | 932131         | sANDSCREEN                 | 01/12/2026   | 8.98               | .00         |            |
| 51          | ACE HARDWARE         | 932266         | WORK LIGHT, PRIMER & GOGG  | 01/13/2026   | 203.97             | .00         |            |
| 51          | ACE HARDWARE         | 932277         | SPRAYER                    | 01/13/2026   | 419.99             | .00         |            |
| 51          | ACE HARDWARE         | 932303         | PAINT ROLLER               | 01/13/2026   | 13.98              | .00         |            |
| 51          | ACE HARDWARE         | 932360         | KNIFE, DRYWALL PAN & JOINT | 01/13/2026   | 89.96              | .00         |            |
| 51          | ACE HARDWARE         | 932423         | POLE SANDER & POLE         | 01/14/2026   | 56.96              | .00         |            |
| 51          | ACE HARDWARE         | 932424         | BUSHING, ELBOW, TEFLON TA  | 01/14/2026   | 34.96              | .00         |            |
| 51          | ACE HARDWARE         | 932431         | ROLLER COVER               | 01/14/2026   | 51.97              | .00         |            |
| 51          | ACE HARDWARE         | 932473         | JOINT COMPOUND & PAINTBR   | 01/14/2026   | 34.97              | .00         |            |
| 51          | ACE HARDWARE         | 932516         | EXTENSION CORDS            | 01/15/2026   | 89.98              | .00         |            |
| 51          | ACE HARDWARE         | 932517         | PAINT & JOINT COMPOUND     | 01/15/2026   | 71.97              | .00         |            |
| 51          | ACE HARDWARE         | 932542         | PAINT SUPPLIES             | 01/15/2026   | 86.92              | .00         |            |
| 51          | ACE HARDWARE         | 932628         | ROLLER & LINER             | 01/16/2026   | 39.97              | .00         |            |
| 51          | ACE HARDWARE         | 932702         | P TRAP                     | 01/16/2026   | 8.99-              | .00         |            |
| 51          | ACE HARDWARE         | 932825         | WALLPLATE, SAND DISC, MOLD | 01/19/2026   | 57.26              | .00         |            |
| 51          | ACE HARDWARE         | 932826         | DRAIN OPENER               | 01/19/2026   | 16.99              | .00         |            |
| 51          | ACE HARDWARE         | 932863         | CAT LITTER                 | 01/19/2026   | 19.98              | .00         |            |
| 51          | ACE HARDWARE         | 932865         | ALUMINUM TAPE, ADAPTER, JO | 01/19/2026   | 37.46              | .00         |            |
| Total 51:   |                      |                |                            |              | 1,987.18           | .00         |            |
| 2269        | AFLAC                | 02012026       | ACCOUNT #y9599             | 02/01/2026   | 1,515.48           | 1,515.48    | 02/02/2026 |
| Total 2269: |                      |                |                            |              | 1,515.48           | 1,515.48    |            |
| 5726        | AMAZON               | 13CJ-4VWF-66   | FACE MASKS & EXTENSION CO  | 01/13/2026   | 52.56              | .00         |            |
| 5726        | AMAZON               | 173T-6V9P-H4   | PAPER BAGS                 | 02/13/2025   | 69.00              | .00         |            |
| 5726        | AMAZON               | 17C3-CR93-C4   | CARD HOLDER, CALENDAR      | 01/08/2026   | 72.34              | .00         |            |
| 5726        | AMAZON               | 1F4K-FPDx-D3   | TAKE OUT CONTAINERS, STAM  | 07/07/2025   | 41.48              | .00         |            |



| Vendor      | Vendor Name              | Invoice Number | Description                | Invoice Date | Net Invoice Amount | Amount Paid | Date Paid  |
|-------------|--------------------------|----------------|----------------------------|--------------|--------------------|-------------|------------|
| 5726        | AMAZON                   | 1F4K-FPDY-D3   | TAKE OUT CONTAINERS, STAM  | 07/07/2025   | 28.01              | .00         |            |
| 5726        | AMAZON                   | 1F64-J79D-MT   | LAPTOP SLEEVE              | 01/23/2026   | 17.99              | .00         |            |
| 5726        | AMAZON                   | 1FKC-7L4P-F3   | EMERGENCY BLANKET          | 01/16/2026   | 18.74              | .00         |            |
| 5726        | AMAZON                   | 1FRP-D6G7-JX   | MEMBERSHIP                 | 09/26/2025   | 779.00             | .00         |            |
| 5726        | AMAZON                   | 1GTF-NDVT-79   | BRUSH, HEATER TOOL         | 01/20/2026   | 319.10             | .00         |            |
| 5726        | AMAZON                   | 1J6R-HDP1-91   | DOG HARNESS                | 03/27/2025   | 57.98              | .00         |            |
| 5726        | AMAZON                   | 1JTD-T1DK-1M   | CANDY                      | 05/23/2025   | 42.99              | .00         |            |
| 5726        | AMAZON                   | 1KPL-CCWV-4    | CARDS                      | 10/28/2024   | 26.35              | .00         |            |
| 5726        | AMAZON                   | 1KWP-VXK1-7    | PICTURE FRAME              | 11/03/2025   | 7.89               | .00         |            |
| 5726        | AMAZON                   | 1MGL-WM61-7    | TONER                      | 01/23/2025   | 132.98             | .00         |            |
| 5726        | AMAZON                   | 1N4V-MXKK-T    | ENVELOPES & FILE FOLDERS   | 10/23/2024   | 152.26             | .00         |            |
| 5726        | AMAZON                   | 1NPF-GGHH-Q    | LIGHT CONTROLLER, SWITCH   | 06/28/2025   | 351.61             | .00         |            |
| 5726        | AMAZON                   | 1Q4T-HXHL-P    | STORAGE CONTAINER          | 02/18/2025   | 24.69              | .00         |            |
| 5726        | AMAZON                   | 1VLM-TY1W-7    | COFFEE CUPS, SLEEVES & FIL | 09/30/2025   | 32.84              | .00         |            |
| 5726        | AMAZON                   | 1VLM-TY1W-7    | COFFEE CUPS, SLEEVES & FIL | 09/30/2025   | 104.86             | .00         |            |
| 5726        | AMAZON                   | 1VRT-1THK-J1   | PROBIOTIC                  | 01/15/2026   | 49.45              | .00         |            |
| 5726        | AMAZON                   | 1W61-3NLF-Y3   | PHOTO ALBUM                | 04/21/2025   | 17.99              | .00         |            |
| 5726        | AMAZON                   | 1XVG-73MR-G    | AUDIO INTERFACE            | 12/15/2025   | 1,728.10           | .00         |            |
| 5726        | AMAZON                   | 1YLD-7CHQ-1J   | EMBROIDERY PATCHES         | 05/28/2025   | 81.39              | .00         |            |
| 5726        | AMAZON                   | 1YLT-6QXW-H    | TONER                      | 08/01/2025   | 218.49             | .00         |            |
| Total 5726: |                          |                |                            |              | 4,428.09           | .00         |            |
| 4389        | APPLE INC                | MC36100195     | AIRPODS                    | 12/12/2025   | 288.00             | .00         |            |
| 4389        | APPLE INC                | MC46451149     | ADAPTERS & MOUSE           | 01/22/2026   | 255.00             | .00         |            |
| 4389        | APPLE INC                | MC46465091     | AIRPODS                    | 01/22/2026   | 625.99             | .00         |            |
| Total 4389: |                          |                |                            |              | 1,168.99           | .00         |            |
| 7782        | BERL ENTERPRISES LLC     | 101791         | HAND DRYER                 | 01/09/2026   | 1,898.00           | .00         |            |
| Total 7782: |                          |                |                            |              | 1,898.00           | .00         |            |
| 3500        | BISON LUMBER             | 2601-897300    | BRONZE STAR DRIVE          | 01/16/2026   | 64.25              | .00         |            |
| Total 3500: |                          |                |                            |              | 64.25              | .00         |            |
| 4485        | BLISS CARGO              | 17956          | DELIVERY                   | 01/04/2026   | 40.33              | .00         |            |
| Total 4485: |                          |                |                            |              | 40.33              | .00         |            |
| 1560        | BLUE SPRUCE CLEANERS,INC | 07-104473      | DRY CLEANING               | 08/04/2025   | 13.50              | .00         |            |
| 1560        | BLUE SPRUCE CLEANERS,INC | 07-105254      | DRY CLEANING               | 08/04/2025   | 13.50              | .00         |            |
| 1560        | BLUE SPRUCE CLEANERS,INC | 08-100369      | DRY CLEANING               | 08/22/2025   | 18.00              | .00         |            |
| 1560        | BLUE SPRUCE CLEANERS,INC | 08-101198      | DRY CLEANING               | 08/22/2025   | 13.50              | .00         |            |
| 1560        | BLUE SPRUCE CLEANERS,INC | 08-104437      | DRY CLEANING               | 08/29/2025   | 18.00              | .00         |            |
| 1560        | BLUE SPRUCE CLEANERS,INC | 09-105052      | DRY CLEANING               | 10/23/2025   | 23.75              | .00         |            |
| 1560        | BLUE SPRUCE CLEANERS,INC | 10-100148      | DRY CLEANING               | 10/23/2025   | 19.00              | .00         |            |
| Total 1560: |                          |                |                            |              | 119.25             | .00         |            |
| 7791        | BRUNES, ANGELA           | 01162026       | PHYSICAL                   | 01/16/2026   | 170.21             | .00         |            |
| Total 7791: |                          |                |                            |              | 170.21             | .00         |            |
| 7775        | C & C CHEFS LLC          | 01092026       | TOWN COUNCIL RETREAT MEA   | 01/09/2026   | 3,508.85           | 3,508.85    | 01/21/2026 |

| Vendor      | Vendor Name              | Invoice Number | Description                | Invoice Date | Net Invoice Amount | Amount Paid | Date Paid |
|-------------|--------------------------|----------------|----------------------------|--------------|--------------------|-------------|-----------|
| Total 7775: |                          |                |                            |              | 3,508.85           | 3,508.85    |           |
| 4707        | CELLEBRITE, INC.         | INVUS294245    | INSEYETS PRO UFED & PA SUB | 01/08/2026   | 12,899.25          | .00         |           |
| Total 4707: |                          |                |                            |              | 12,899.25          | .00         |           |
| 544         | CENTURYLINK              | 333897059-JA   | PHONE SERVICE              | 01/07/2026   | 2,333.18           | .00         |           |
| 544         | CENTURYLINK              | 334064254-JA   | PHONE SERVICE              | 01/13/2026   | 65.78              | .00         |           |
| Total 544:  |                          |                |                            |              | 2,398.96           | .00         |           |
| 7089        | CHARLIE'S PLUMBING OF JH | 14284          | URINAL                     | 01/09/2026   | 395.00             | .00         |           |
| 7089        | CHARLIE'S PLUMBING OF JH | 14288          | SINK WORK                  | 01/09/2026   | 974.00             | .00         |           |
| 7089        | CHARLIE'S PLUMBING OF JH | 14306          | SKI CLUB URINAL            | 01/13/2026   | 395.00             | .00         |           |
| Total 7089: |                          |                |                            |              | 1,764.00           | .00         |           |
| 5967        | CITY OF DRIGGS           | BBSTART2025    | BUS BARN RENT JAN 2026     | 01/14/2026   | 1,929.65           | .00         |           |
| Total 5967: |                          |                |                            |              | 1,929.65           | .00         |           |
| 1219        | COMMUNITY FOUNDATION OF  | 11252025       | TIPS PROGRAM               | 11/25/2025   | 10,000.00          | .00         |           |
| Total 1219: |                          |                |                            |              | 10,000.00          | .00         |           |
| 260         | COMMUNITY SAFETY NETWORK | 01132026       | JANUARY-MARCH              | 01/13/2026   | 20,000.00          | .00         |           |
| Total 260:  |                          |                |                            |              | 20,000.00          | .00         |           |
| 514         | CONRAD & BISCHOFF INC.   | IN-035511-26   | GAS                        | 01/06/2026   | 11,060.82          | .00         |           |
| 514         | CONRAD & BISCHOFF INC.   | IN-035515-26   | DIESEL                     | 01/06/2026   | 11,993.51          | .00         |           |
| 514         | CONRAD & BISCHOFF INC.   | IN-043162-26   | DEF BULK                   | 01/12/2026   | 331.18             | .00         |           |
| 514         | CONRAD & BISCHOFF INC.   | IN-043163-26   | DEF BULK                   | 01/12/2026   | 667.52             | .00         |           |
| Total 514:  |                          |                |                            |              | 24,053.03          | .00         |           |
| 4887        | CONTROL SYSTEM TECHNOLO  | 11747          | DEVELOP SCREENS FOR THA    | 01/12/2026   | 1,200.00           | .00         |           |
| 4887        | CONTROL SYSTEM TECHNOLO  | 11750          | CONTROL SYSTEM FOR THAW    | 01/12/2026   | 900.00             | .00         |           |
| 4887        | CONTROL SYSTEM TECHNOLO  | 11755          | HIGH SCHOOL RD PUMP STATI  | 01/12/2026   | 23,587.00          | .00         |           |
| 4887        | CONTROL SYSTEM TECHNOLO  | 11756          | REPLACED FUSES & CABLE     | 01/12/2026   | 1,461.50           | .00         |           |
| Total 4887: |                          |                |                            |              | 27,148.50          | .00         |           |
| 7576        | CTAA                     | 01212026       | MEMBERSHIP                 | 01/21/2026   | 1,250.00           | .00         |           |
| Total 7576: |                          |                |                            |              | 1,250.00           | .00         |           |
| 4918        | DEAN'S PEST CONTROL LLC  | 107609         | RODENT CONTROL             | 12/01/2025   | 110.00             | .00         |           |
| 4918        | DEAN'S PEST CONTROL LLC  | 107980         | RODENT CONTROL             | 12/12/2025   | 60.00              | .00         |           |
| 4918        | DEAN'S PEST CONTROL LLC  | 108008         | RODENT CONTROL             | 12/08/2025   | 100.00             | .00         |           |
| Total 4918: |                          |                |                            |              | 270.00             | .00         |           |
| 7649        | DECKER GLASS             | 10377          | WINDSHIELD                 | 01/06/2026   | 430.98             | .00         |           |
| 7649        | DECKER GLASS             | 10541          | WINDSHIELD                 | 01/06/2026   | 138.68             | .00         |           |
| 7649        | DECKER GLASS             | 10701          | WINDSHIELD                 | 01/13/2026   | 264.01             | .00         |           |

| Vendor      | Vendor Name               | Invoice Number | Description               | Invoice Date | Net Invoice Amount | Amount Paid | Date Paid  |
|-------------|---------------------------|----------------|---------------------------|--------------|--------------------|-------------|------------|
| Total 7649: |                           |                |                           |              | 833.67             | .00         |            |
| 7792        | DEL RE, MICHAEL           | 12302025       | PHYSICAL                  | 12/30/2025   | 155.00             | .00         |            |
| Total 7792: |                           |                |                           |              | 155.00             | .00         |            |
| 3881        | DEX IMAGING               | AR14685370     | COPIES                    | 01/22/2026   | 86.22              | .00         |            |
| Total 3881: |                           |                |                           |              | 86.22              | .00         |            |
| 6270        | DISCOUNT SNOW STAKES      | 0195544        | SNOW STAKES               | 10/29/2025   | 970.29             | .00         |            |
| Total 6270: |                           |                |                           |              | 970.29             | .00         |            |
| 6883        | DIVISION OF CHILD SUPPORT | 01232026       | DCSE CASE #0005405448     | 01/23/2026   | 509.23             | 509.23      | 01/23/2026 |
| Total 6883: |                           |                |                           |              | 509.23             | 509.23      |            |
| 1134        | ENERGY LABORATORIES INC.  | 749080         | OIL & GREASE              | 11/11/2025   | 172.00             | .00         |            |
| 1134        | ENERGY LABORATORIES INC.  | 761589         | OIL & GREASE              | 01/12/2026   | 172.00             | .00         |            |
| 1134        | ENERGY LABORATORIES INC.  | 762430         | OIL & GREASE              | 01/15/2026   | 172.00             | .00         |            |
| Total 1134: |                           |                |                           |              | 516.00             | .00         |            |
| 6802        | FALL RIVER PROPANE        | 2739513        | PROPANE                   | 01/08/2026   | 1,824.00           | .00         |            |
| Total 6802: |                           |                |                           |              | 1,824.00           | .00         |            |
| 84          | FEDERAL EXPRESS CORP.     | 8961422153     | SHIPPING PALLETS          | 02/04/2025   | 1,777.14           | .00         |            |
| 84          | FEDERAL EXPRESS CORP.     | 9193935844     | FREIGHT                   | 05/29/2025   | 1,890.55           | .00         |            |
| Total 84:   |                           |                |                           |              | 3,667.69           | .00         |            |
| 3195        | FERGUSON ENTERPRISES, IN  | 4289576        | SIZZLE & COVER            | 01/06/2026   | 33.30              | .00         |            |
| 3195        | FERGUSON ENTERPRISES, IN  | 4304678        | REPAIR KIT                | 01/12/2026   | 35.58              | .00         |            |
| Total 3195: |                           |                |                           |              | 68.88              | .00         |            |
| 4709        | FLEETPRIDE                | 131135694      | PARKING STATION           | 12/24/2025   | 391.99             | .00         |            |
| Total 4709: |                           |                |                           |              | 391.99             | .00         |            |
| 7340        | FLORES, JUANITA           | 01142026       | NOVEMBER 2025-JANUARY 202 | 01/14/2026   | 640.00             | .00         |            |
| Total 7340: |                           |                |                           |              | 640.00             | .00         |            |
| 668         | FREEDOM MAILING SERVICE I | 52054          | UTILITY BILLING           | 01/10/2026   | 954.95             | .00         |            |
| 668         | FREEDOM MAILING SERVICE I | 52054          | UTILITY BILLING           | 01/10/2026   | 954.95             | .00         |            |
| Total 668:  |                           |                |                           |              | 1,909.90           | .00         |            |
| 6633        | FURBER, WINSLOW           | 01082026       | FIR BOARDS                | 01/08/2026   | 500.00             | .00         |            |
| Total 6633: |                           |                |                           |              | 500.00             | .00         |            |
| 564         | GEMPLERS INC.             | INV000462510   | ROTATING HOSE & TOWELS    | 11/11/2025   | 195.86             | .00         |            |
| 564         | GEMPLERS INC.             | INV000462680   | vests                     | 12/15/2025   | 37.99              | .00         |            |

| Vendor      | Vendor Name           | Invoice Number | Description              | Invoice Date | Net Invoice Amount | Amount Paid | Date Paid |
|-------------|-----------------------|----------------|--------------------------|--------------|--------------------|-------------|-----------|
| Total 564:  |                       |                |                          |              | 233.85             | .00         |           |
| 4212        | GILLIG LLC            | 41390286       | BRAKE CHAMBER ASM        | 01/02/2026   | 815.52             | .00         |           |
| 4212        | GILLIG LLC            | 41393886       | ROTOR                    | 01/13/2026   | 1,906.96           | .00         |           |
| Total 4212: |                       |                |                          |              | 2,722.48           | .00         |           |
| 5009        | GM SHEET METAL LLC    | 6380           | STAINLESS                | 03/27/2025   | 46.20              | .00         |           |
| 5009        | GM SHEET METAL LLC    | 6576           | SHEET METAL              | 09/16/2025   | 283.70             | .00         |           |
| Total 5009: |                       |                |                          |              | 329.90             | .00         |           |
| 1609        | GRAINGER              | 9748463412     | SPREADER                 | 12/18/2025   | 97.06              | .00         |           |
| Total 1609: |                       |                |                          |              | 97.06              | .00         |           |
| 6365        | GRAVITY GRAPHICS      | 15322          | SLED DOG RACE SIGNS      | 01/14/2026   | 142.40             | .00         |           |
| Total 6365: |                       |                |                          |              | 142.40             | .00         |           |
| 93          | HACH CHEMICAL CO.     | 14818227       | NITRATE & BUFFER SOLN    | 01/06/2026   | 314.01             | .00         |           |
| Total 93:   |                       |                |                          |              | 314.01             | .00         |           |
| 7342        | HARMONY DESIGN, INC   | 25869          | KARNS MEADOW PARK        | 12/17/2025   | 23,048.50          | .00         |           |
| 7342        | HARMONY DESIGN, INC   | 25944          | KARNS MEADOW PARK        | 01/16/2026   | 20,728.70          | .00         |           |
| Total 7342: |                       |                |                          |              | 43,777.20          | .00         |           |
| 7680        | HDR ENGINEERING, INC  | 1200792598     | GREGORY LAND REBUILD     | 01/16/2026   | 590.00             | .00         |           |
| 7680        | HDR ENGINEERING, INC  | 1200792603     | SNOW KING EASEMENT ACQUI | 01/16/2026   | 560.00             | .00         |           |
| Total 7680: |                       |                |                          |              | 1,150.00           | .00         |           |
| 7588        | HEBDON EXCAVATION LLC | 1617           | DISPOSAL                 | 12/30/2025   | 450.00             | .00         |           |
| Total 7588: |                       |                |                          |              | 450.00             | .00         |           |
| 96          | HIGH COUNTRY LINEN    | 0541657        | LAUNDRY                  | 12/01/2025   | 28.76              | .00         |           |
| 96          | HIGH COUNTRY LINEN    | 0541657        | LAUNDRY                  | 12/01/2025   | 42.01              | .00         |           |
| 96          | HIGH COUNTRY LINEN    | 0547660        | MATS                     | 01/05/2026   | 54.51              | .00         |           |
| 96          | HIGH COUNTRY LINEN    | 0548331        | LAUNDRY                  | 01/08/2026   | 14.68              | .00         |           |
| 96          | HIGH COUNTRY LINEN    | 0548331        | LAUNDRY                  | 01/08/2026   | 6.65               | .00         |           |
| 96          | HIGH COUNTRY LINEN    | 0548331        | LAUNDRY                  | 01/08/2026   | 13.30              | .00         |           |
| 96          | HIGH COUNTRY LINEN    | 0548331        | LAUNDRY                  | 01/08/2026   | 9.16               | .00         |           |
| 96          | HIGH COUNTRY LINEN    | 0548331        | LAUNDRY                  | 01/08/2026   | 6.65               | .00         |           |
| 96          | HIGH COUNTRY LINEN    | 0548331        | LAUNDRY                  | 01/08/2026   | 17.20              | .00         |           |
| 96          | HIGH COUNTRY LINEN    | 0548331        | LAUNDRY                  | 01/08/2026   | 10.78              | .00         |           |
| 96          | HIGH COUNTRY LINEN    | 0548331        | LAUNDRY                  | 01/08/2026   | 142.48             | .00         |           |
| 96          | HIGH COUNTRY LINEN    | 0548816        | Laundry                  | 01/12/2026   | 88.41              | .00         |           |
| 96          | HIGH COUNTRY LINEN    | 0548817        | Laundry                  | 01/12/2026   | 23.72              | .00         |           |
| 96          | HIGH COUNTRY LINEN    | 0548817        | Laundry                  | 01/12/2026   | 31.88              | .00         |           |
| 96          | HIGH COUNTRY LINEN    | 0548909        | MATS                     | 01/12/2026   | 11.67              | .00         |           |
| 96          | HIGH COUNTRY LINEN    | 0549390        | MATS                     | 01/14/2026   | 322.69             | .00         |           |
| 96          | HIGH COUNTRY LINEN    | 0549555        | Laundry                  | 01/15/2026   | 9.16               | .00         |           |
| 96          | HIGH COUNTRY LINEN    | 0549555        | Laundry                  | 01/15/2026   | 6.65               | .00         |           |
| 96          | HIGH COUNTRY LINEN    | 0549555        | Laundry                  | 01/15/2026   | 10.78              | .00         |           |

| Vendor      | Vendor Name               | Invoice Number | Description              | Invoice Date | Net Invoice Amount | Amount Paid | Date Paid  |
|-------------|---------------------------|----------------|--------------------------|--------------|--------------------|-------------|------------|
| 96          | HIGH COUNTRY LINEN        | 0549555        | Laundry                  | 01/15/2026   | 14.68              | .00         |            |
| 96          | HIGH COUNTRY LINEN        | 0549555        | Laundry                  | 01/15/2026   | 13.30              | .00         |            |
| 96          | HIGH COUNTRY LINEN        | 0549555        | Laundry                  | 01/15/2026   | 73.40              | .00         |            |
| 96          | HIGH COUNTRY LINEN        | 0549555        | Laundry                  | 01/15/2026   | 6.65               | .00         |            |
| 96          | HIGH COUNTRY LINEN        | 0549555        | Laundry                  | 01/15/2026   | 17.20              | .00         |            |
| 96          | HIGH COUNTRY LINEN        | 0550033        | LAUNDRY                  | 01/19/2026   | 33.78              | .00         |            |
| 96          | HIGH COUNTRY LINEN        | 0550033        | LAUNDRY                  | 01/19/2026   | .42                | .00         |            |
| 96          | HIGH COUNTRY LINEN        | 0550033        | LAUNDRY                  | 01/19/2026   | 5.37               | .00         |            |
| 96          | HIGH COUNTRY LINEN        | 0550118        | MATS                     | 01/19/2026   | 24.51              | .00         |            |
| 96          | HIGH COUNTRY LINEN        | S0540145       | Laundry DETERGENT        | 11/19/2025   | 5.06               | .00         |            |
| 96          | HIGH COUNTRY LINEN        | S0549248       | TOWELS & CLOROX          | 01/13/2026   | 240.96             | .00         |            |
| 96          | HIGH COUNTRY LINEN        | S0549250       | TP & TOWELS              | 01/13/2026   | 12.14              | .00         |            |
| 96          | HIGH COUNTRY LINEN        | S0549963       | SUPPLIES                 | 01/16/2026   | 93.86              | .00         |            |
| 96          | HIGH COUNTRY LINEN        | S0550444       | CLEANERS                 | 01/20/2026   | 158.11             | .00         |            |
| Total 96:   |                           |                |                          |              | 1,550.58           | .00         |            |
| 36          | IDAHO STATE TAX COMMISSIO | 01312026       | JANUARY 2026             | 01/31/2026   | 6,633.00           | 6,633.00    | 01/31/2026 |
| Total 36:   |                           |                |                          |              | 6,633.00           | 6,633.00    |            |
| 106         | INTERSTATE BATTERY        | 650006878      | BATTERIES                | 01/19/2026   | 158.95             | .00         |            |
| Total 106:  |                           |                |                          |              | 158.95             | .00         |            |
| 2           | JACKSON CURBSIDE INC.     | 00033385       | RECYCLING                | 01/10/2026   | 255.00             | .00         |            |
| 2           | JACKSON CURBSIDE INC.     | 00033391       | RECYCLING                | 01/10/2026   | 555.00             | .00         |            |
| 2           | JACKSON CURBSIDE INC.     | 00033394       | RECYCLING                | 01/10/2026   | 1,856.00           | .00         |            |
| 2           | JACKSON CURBSIDE INC.     | 00033407       | RECYCLING                | 01/10/2026   | 1,470.00           | .00         |            |
| 2           | JACKSON CURBSIDE INC.     | 00033407       | RECYCLING                | 01/10/2026   | 1,266.87-          | .00         |            |
| Total 2:    |                           |                |                          |              | 2,869.13           | .00         |            |
| 6931        | JACKSON DOWNTOWNER, LLC   | INV059-001     | FEBRUARY 2026            | 01/12/2026   | 131,049.09         | .00         |            |
| Total 6931: |                           |                |                          |              | 131,049.09         | .00         |            |
| 7163        | JACKSON GROUP LOCKBOX     | 711753IF       | TRANSMISSION KIT         | 12/24/2025   | 115.78             | .00         |            |
| 7163        | JACKSON GROUP LOCKBOX     | 712354IF       | BRAKE PAD KIT            | 12/30/2025   | 2,243.82           | .00         |            |
| 7163        | JACKSON GROUP LOCKBOX     | 714000IF       | FILTERS                  | 01/13/2026   | 428.36             | .00         |            |
| 7163        | JACKSON GROUP LOCKBOX     | 714300IF       | GLOVES                   | 01/16/2026   | 43.28              | .00         |            |
| Total 7163: |                           |                |                          |              | 2,831.24           | .00         |            |
| 5127        | JACKSON HOLE AIRPORT      | 10102025       | CHARGING & FUELING GRANT | 10/10/2025   | 12,084.24          | .00         |            |
| 5127        | JACKSON HOLE AIRPORT      | 12302025       | DESIGN PHASE II          | 12/30/2025   | 9,494.76           | .00         |            |
| Total 5127: |                           |                |                          |              | 21,579.00          | .00         |            |
| 131         | JACKSON HOLE NEWS & GUID  | 384915         | SHUTTLE                  | 01/07/2026   | 509.60             | .00         |            |
| Total 131:  |                           |                |                          |              | 509.60             | .00         |            |
| 114         | JACKSON LUMBER INC        | 0001161193-00  | HAMILTON 4 GALLON        | 01/16/2026   | 100.88             | .00         |            |
| Total 114:  |                           |                |                          |              | 100.88             | .00         |            |
| 239         | JH20 WATER CONDITIONING & | 10984          | WATER                    | 01/13/2026   | 97.50              | .00         |            |

| Vendor      | Vendor Name                | Invoice Number | Description                | Invoice Date | Net Invoice Amount | Amount Paid | Date Paid |
|-------------|----------------------------|----------------|----------------------------|--------------|--------------------|-------------|-----------|
| Total 239:  |                            |                |                            |              | 97.50              | .00         |           |
| 7442        | JOE JOHNSON EQUIPMENT      | P03473         | INLINE DEF FILTER          | 01/05/2026   | 162.47             | .00         |           |
| Total 7442: |                            |                |                            |              | 162.47             | .00         |           |
| 155         | LEONARD PETROLEUM EQUIP    | IFIN222727     | BREAKAWAY SWIVEL COMBO     | 07/29/2025   | 1,782.69           | .00         |           |
| 155         | LEONARD PETROLEUM EQUIP    | IFIN223985     | CALIBRATION                | 01/12/2026   | 374.83             | .00         |           |
| Total 155:  |                            |                |                            |              | 2,157.52           | .00         |           |
| 7681        | LEVEL 3 COMMUNICATIONS, LL | 768241148      | INTERNET                   | 01/01/2026   | 1,387.18           | .00         |           |
| Total 7681: |                            |                |                            |              | 1,387.18           | .00         |           |
| 4719        | LOEBE, MARC                | 01192026       | ANNUAL CDL CHECK           | 01/19/2026   | 10.00              | .00         |           |
| Total 4719: |                            |                |                            |              | 10.00              | .00         |           |
| 7239        | MERIDIAN RAPID DEFENSE GR  | INV-S-12321    | DECK TRAILER, BARRIER, CAB | 11/14/2025   | 33,151.36          | .00         |           |
| Total 7239: |                            |                |                            |              | 33,151.36          | .00         |           |
| 998         | METROQUIP INC              | P35759         | RKR SW & PRES SWITCH       | 12/19/2025   | 174.56             | .00         |           |
| Total 998:  |                            |                |                            |              | 174.56             | .00         |           |
| 4880        | MHL ACQUISITION CORP       | AR/2025/00343  | 12" ROUND WEAR SHOE EXTR   | 11/17/2025   | 8,988.00           | .00         |           |
| Total 4880: |                            |                |                            |              | 8,988.00           | .00         |           |
| 6766        | MOHROR, SCOTT              | 01232026       | DAPA CONFERENCE            | 01/23/2026   | 770.07             | .00         |           |
| Total 6766: |                            |                |                            |              | 770.07             | .00         |           |
| 7732        | MORRISON-MAIERLE, INC.     | 000259018      | WASTEWATER CAPACITY ANAL   | 01/12/2026   | 4,311.25           | .00         |           |
| Total 7732: |                            |                |                            |              | 4,311.25           | .00         |           |
| 257         | NAPA AUTO PARTS INC.       | 363325         | TPMS SENSOR                | 01/05/2026   | 129.44             | .00         |           |
| 257         | NAPA AUTO PARTS INC.       | 364275         | HEATER CORE                | 01/08/2026   | 145.42             | .00         |           |
| 257         | NAPA AUTO PARTS INC.       | 364367         | COIL ON PL                 | 01/09/2026   | 368.91             | .00         |           |
| 257         | NAPA AUTO PARTS INC.       | 364379         | TIRE REPAIR KIT            | 01/09/2026   | 116.71             | .00         |           |
| 257         | NAPA AUTO PARTS INC.       | 364945         | TIRE MOUNTING LUBRICANTS   | 01/12/2026   | 120.83             | .00         |           |
| 257         | NAPA AUTO PARTS INC.       | 365114         | OIL FILTER                 | 01/13/2026   | 114.28             | .00         |           |
| 257         | NAPA AUTO PARTS INC.       | 365202         | SENSOR                     | 01/13/2026   | 129.44             | .00         |           |
| 257         | NAPA AUTO PARTS INC.       | 365405         | AIR FILTER                 | 01/14/2026   | 45.18              | .00         |           |
| 257         | NAPA AUTO PARTS INC.       | 365485         | CHARGER                    | 01/14/2026   | 49.99              | .00         |           |
| 257         | NAPA AUTO PARTS INC.       | 365756         | FILTERS                    | 01/16/2026   | 87.59              | .00         |           |
| 257         | NAPA AUTO PARTS INC.       | 366372         | 44K                        | 01/20/2026   | 55.78              | .00         |           |
| 257         | NAPA AUTO PARTS INC.       | 366517         | 8G-8FJX & 8MXTXREEL        | 01/20/2026   | 189.14             | .00         |           |
| Total 257:  |                            |                |                            |              | 1,293.83           | .00         |           |
| 187         | NELSON ENGINEERING         | 69371          | VINE STREET IMPROVEMENTS   | 01/05/2026   | 902.50             | .00         |           |
| 187         | NELSON ENGINEERING         | 69371          | VINE STREET IMPROVEMENTS   | 01/05/2026   | 1,805.00           | .00         |           |
| 187         | NELSON ENGINEERING         | 69371          | VINE STREET IMPROVEMENTS   | 01/05/2026   | 902.50             | .00         |           |

| Vendor      | Vendor Name                | Invoice Number | Description                | Invoice Date | Net Invoice Amount | Amount Paid | Date Paid |
|-------------|----------------------------|----------------|----------------------------|--------------|--------------------|-------------|-----------|
| 187         | NELSON ENGINEERING         | 69443          | HIGH SCHOOL RD WATER SUP   | 01/08/2026   | 26,144.25          | .00         |           |
| Total 187:  |                            |                |                            |              | 29,754.25          | .00         |           |
| 6694        | NOREGON SYSTEMS INC.       | INV00302404    | JPRO WITH FAULT GUIDANCE   | 01/10/2026   | 2,199.00           | .00         |           |
| Total 6694: |                            |                |                            |              | 2,199.00           | .00         |           |
| 7356        | ONTKO, BRYAN               | 01192026       | ANNUAL CDL CHECK           | 01/19/2026   | 11.00              | .00         |           |
| Total 7356: |                            |                |                            |              | 11.00              | .00         |           |
| 7070        | PEAK WATER SERVICES, LLC   | INVPWS4183     | BI-ANNUAL CONTRACT JULY 20 | 07/30/2025   | 9,000.00           | .00         |           |
| 7070        | PEAK WATER SERVICES, LLC   | INVPWS4744     | BI-ANNUAL CONTRACT NOVEM   | 12/19/2025   | 9,000.00           | .00         |           |
| Total 7070: |                            |                |                            |              | 18,000.00          | .00         |           |
| 7723        | PREMIER CLEANING SERVICES  | 25564          | CLEANING                   | 01/10/2026   | 750.00             | .00         |           |
| Total 7723: |                            |                |                            |              | 750.00             | .00         |           |
| 6483        | PREMIER TRUCK- SALT LAKE C | 775785724      | CONNECTION                 | 01/05/2026   | 186.32             | .00         |           |
| 6483        | PREMIER TRUCK- SALT LAKE C | 775787529      | BELTS                      | 01/07/2026   | 176.40             | .00         |           |
| 6483        | PREMIER TRUCK- SALT LAKE C | 775790615      | BELT                       | 01/16/2026   | 586.32             | .00         |           |
| Total 6483: |                            |                |                            |              | 949.04             | .00         |           |
| 7459        | PVS DX, INC                | 737003259-25   | CHLORINE                   | 08/29/2025   | 1,111.52           | .00         |           |
| Total 7459: |                            |                |                            |              | 1,111.52           | .00         |           |
| 7066        | R & A SAFETY LLC           | 47899          | DRUG TEST                  | 12/02/2025   | 90.50              | .00         |           |
| 7066        | R & A SAFETY LLC           | 47922          | DRUG SCREEN                | 12/05/2025   | 90.50              | .00         |           |
| 7066        | R & A SAFETY LLC           | 47931          | DRUG SCREEN                | 12/09/2025   | 90.50              | .00         |           |
| 7066        | R & A SAFETY LLC           | 47955          | DRUG SCREEN                | 12/15/2025   | 115.50             | .00         |           |
| 7066        | R & A SAFETY LLC           | 47975          | DRUG SCREEN                | 12/18/2025   | 90.50              | .00         |           |
| 7066        | R & A SAFETY LLC           | 47998          | DRUG SCREEN                | 12/23/2025   | 90.50              | .00         |           |
| Total 7066: |                            |                |                            |              | 568.00             | .00         |           |
| 6069        | RAFTELIS                   | 43966          | DECEMBER 2025              | 01/14/2026   | 7,130.00           | .00         |           |
| 6069        | RAFTELIS                   | 43968          | WATER RATE STRUCTURE REV   | 01/14/2026   | 3,312.50           | .00         |           |
| 6069        | RAFTELIS                   | 43968          | WATER RATE STRUCTURE REV   | 01/14/2026   | 3,312.50           | .00         |           |
| Total 6069: |                            |                |                            |              | 13,755.00          | .00         |           |
| 7341        | RICH, SAMUEL               | 0106268511     | HEADLAMP, OIL FILTER, WREN | 01/13/2026   | 489.40             | .00         |           |
| 7341        | RICH, SAMUEL               | 1223258245     | SMART LENS HELMET RALLY    | 12/23/2025   | 590.00             | .00         |           |
| Total 7341: |                            |                |                            |              | 1,079.40           | .00         |           |
| 7391        | RODECK, MALCOM             | 10062          | CONES                      | 01/07/2026   | 4,654.50           | .00         |           |
| Total 7391: |                            |                |                            |              | 4,654.50           | .00         |           |
| 4723        | RON'S TOWING LLC           | 25-42441       | ACCIDENT TOW               | 12/11/2025   | 473.80             | .00         |           |
| 4723        | RON'S TOWING LLC           | 26-43077       | TIRE CHANGE                | 01/20/2026   | 150.00             | .00         |           |

| Vendor      | Vendor Name               | Invoice Number | Description               | Invoice Date | Net Invoice Amount | Amount Paid | Date Paid |
|-------------|---------------------------|----------------|---------------------------|--------------|--------------------|-------------|-----------|
| Total 4723: |                           |                |                           |              | 623.80             | .00         |           |
| 4691        | SCHOW'S TRUCK CENTER      | C005062937:0   | TUBE ASSY                 | 01/20/2026   | 471.42             | .00         |           |
| 4691        | SCHOW'S TRUCK CENTER      | C005062938:0   | TUBE ASSY                 | 01/20/2026   | 471.42-            | .00         |           |
| Total 4691: |                           |                |                           |              | .00                | .00         |           |
| 7790        | SHERIDAN MOTOR INC        | 203491         | 2026 DODGE DURANGO        | 01/12/2026   | 37,707.00          | .00         |           |
| 7790        | SHERIDAN MOTOR INC        | 203492         | 2026 DODGE DURANGO        | 01/12/2026   | 38,257.00          | .00         |           |
| 7790        | SHERIDAN MOTOR INC        | 203493         | 2026 DODGE DURANGO        | 01/12/2026   | 38,257.00          | .00         |           |
| 7790        | SHERIDAN MOTOR INC        | 203494         | 2026 DODGE DURANGO        | 01/12/2026   | 38,257.00          | .00         |           |
| Total 7790: |                           |                |                           |              | 152,478.00         | .00         |           |
| 4359        | SHERWIN-WILLIAMS CO.      | 245941605901   | SKIM BLADE & ROLLER       | 01/14/2026   | 100.71             | .00         |           |
| 4359        | SHERWIN-WILLIAMS CO.      | 247351605901   | WOOD POLE                 | 01/14/2026   | 7.05               | .00         |           |
| 4359        | SHERWIN-WILLIAMS CO.      | 863781611101   | PAINT                     | 01/13/2026   | 182.57             | .00         |           |
| Total 4359: |                           |                |                           |              | 290.33             | .00         |           |
| 7647        | SKIDATA, INC.             | O1000004215    | EQUIPMENT RECEIPT 50% AND | 12/09/2025   | 77,440.50          | .00         |           |
| Total 7647: |                           |                |                           |              | 77,440.50          | .00         |           |
| 5632        | SNAKE RIVER MEP COMPLETE, | 14815          | SKI ROOM FURNACE          | 01/02/2026   | 717.68             | .00         |           |
| Total 5632: |                           |                |                           |              | 717.68             | .00         |           |
| 3961        | SPECTRUM                  | 173067801010   | INTERNET                  | 01/07/2026   | 100.00             | .00         |           |
| Total 3961: |                           |                |                           |              | 100.00             | .00         |           |
| 6524        | SPEEDY CPS, LLC           | IX-520713      | WINTER SCHEDULE           | 01/13/2026   | 524.58             | .00         |           |
| 6524        | SPEEDY CPS, LLC           | IX-523045      | ENVELOPES                 | 01/15/2026   | 1,751.99           | .00         |           |
| Total 6524: |                           |                |                           |              | 2,276.57           | .00         |           |
| 1505        | SPRING CREEK ANIMAL HOSPI | 5334659156     | VACCINE                   | 01/12/2026   | 36.83              | .00         |           |
| 1505        | SPRING CREEK ANIMAL HOSPI | 5334659157     | MEDICINE                  | 01/12/2026   | 207.54             | .00         |           |
| 1505        | SPRING CREEK ANIMAL HOSPI | 5334659158     | VACCINE                   | 01/12/2026   | 36.83              | .00         |           |
| 1505        | SPRING CREEK ANIMAL HOSPI | 5334659160     | SPAY                      | 01/12/2026   | 308.64             | .00         |           |
| 1505        | SPRING CREEK ANIMAL HOSPI | 5334659161     | VACCINE                   | 01/12/2026   | 36.83              | .00         |           |
| 1505        | SPRING CREEK ANIMAL HOSPI | 5334659162     | NEUTER                    | 01/12/2026   | 228.65             | .00         |           |
| 1505        | SPRING CREEK ANIMAL HOSPI | 5334659163     | TEST                      | 01/12/2026   | 95.62              | .00         |           |
| 1505        | SPRING CREEK ANIMAL HOSPI | 5334659164     | VACCINE                   | 01/12/2026   | 73.66              | .00         |           |
| 1505        | SPRING CREEK ANIMAL HOSPI | 5334659165     | VACCINE                   | 01/12/2026   | 77.37              | .00         |           |
| 1505        | SPRING CREEK ANIMAL HOSPI | 5334659680     | VACCINE                   | 01/20/2026   | 126.83             | .00         |           |
| 1505        | SPRING CREEK ANIMAL HOSPI | 5334659681     | VACCINE                   | 01/20/2026   | 36.83              | .00         |           |
| 1505        | SPRING CREEK ANIMAL HOSPI | 5334659682     | VACCINE                   | 01/20/2026   | 56.83              | .00         |           |
| Total 1505: |                           |                |                           |              | 1,322.46           | .00         |           |
| 7227        | STEPHENS, TALON           | 01212026       | DECEMBER 2025             | 01/21/2026   | 77.83              | .00         |           |
| Total 7227: |                           |                |                           |              | 77.83              | .00         |           |
| 1054        | SUNRISE ENVIRONMENTAL     | 158204         | AEROSOL                   | 12/23/2025   | 340.26             | .00         |           |



| Vendor      | Vendor Name                | Invoice Number | Description              | Invoice Date | Net Invoice Amount | Amount Paid | Date Paid  |
|-------------|----------------------------|----------------|--------------------------|--------------|--------------------|-------------|------------|
| 1054        | SUNRISE ENVIRONMENTAL      | 158293         | ASSAULT                  | 01/06/2026   | 115.53             | .00         |            |
| Total 1054: |                            |                |                          |              | 455.79             | .00         |            |
| 6554        | TETON COUNTY HISTORIC      | TCHPB_Q2202    | OCTOBER-DECEMBER 2025    | 01/05/2026   | 13,425.00          | 13,425.00   | 01/21/2026 |
| Total 6554: |                            |                |                          |              | 13,425.00          | 13,425.00   |            |
| 581         | TETON COUNTY INTEGRATED    | 12047          | DUES                     | 01/09/2026   | 50.00              | .00         |            |
| Total 581:  |                            |                |                          |              | 50.00              | .00         |            |
| 55          | TETON COUNTY SHERIFF'S-JAI | 01142026       | REMAINING CREDIT         | 01/14/2026   | 77,023.67-         | .00         |            |
| 55          | TETON COUNTY SHERIFF'S-JAI | 01142026       | RADIO BUDGET OCTOBER-DEC | 01/14/2026   | 82,893.22          | .00         |            |
| Total 55:   |                            |                |                          |              | 5,869.55           | .00         |            |
| 392         | TETON LITERACY CENTER      | 01122026       | JANUARY-MARCH 2026       | 01/12/2026   | 11,786.25          | .00         |            |
| Total 392:  |                            |                |                          |              | 11,786.25          | .00         |            |
| 268         | TETON MOTORS INC           | 5115196 1      | TPM SENSOR               | 01/02/2026   | 200.52             | .00         |            |
| 268         | TETON MOTORS INC           | 5115244 1      | KIT                      | 01/09/2026   | 470.40             | .00         |            |
| 268         | TETON MOTORS INC           | 5115246 1      | KIT                      | 01/09/2026   | 156.80             | .00         |            |
| 268         | TETON MOTORS INC           | 5115291 1      | CORD & HEATER            | 01/14/2026   | 158.44             | .00         |            |
| Total 268:  |                            |                |                          |              | 986.16             | .00         |            |
| 298         | TETON YOUTH & FAMILY SERVI | 9170           | OCTOBER-DECEMBER 2025    | 12/31/2025   | 105,292.75         | .00         |            |
| Total 298:  |                            |                |                          |              | 105,292.75         | .00         |            |
| 3237        | THE AFTERMARKET PARTS CO   | 84103437       | WINDSHIELD & NUT COVERS  | 12/26/2025   | 1,142.93           | .00         |            |
| 3237        | THE AFTERMARKET PARTS CO   | 84103460       | CONTACTOR 28 VOLT        | 12/26/2025   | 123.70             | .00         |            |
| 3237        | THE AFTERMARKET PARTS CO   | 84110910       | RADIUS ROD               | 01/05/2026   | 591.98             | .00         |            |
| 3237        | THE AFTERMARKET PARTS CO   | 84110911       | CLOCKSPRING              | 01/05/2026   | 196.77             | .00         |            |
| Total 3237: |                            |                |                          |              | 2,055.38           | .00         |            |
| 3955        | THOMSON WEST               | 853008046      | SUBSCRIPTION CHARGES     | 01/01/2026   | 100.00             | .00         |            |
| 3955        | THOMSON WEST               | 853008046      | SUBSCRIPTION CHARGES     | 01/01/2026   | 622.74             | .00         |            |
| 3955        | THOMSON WEST               | 853008046      | SUBSCRIPTION CHARGES     | 01/01/2026   | 622.74             | .00         |            |
| Total 3955: |                            |                |                          |              | 1,345.48           | .00         |            |
| 6363        | TMSC LLC                   | 2025-005S-01   | FIX LIGHTS               | 01/20/2026   | 4,707.50           | .00         |            |
| 6363        | TMSC LLC                   | 2026-005-001   | INSTALL GCFI & OUTLETS   | 01/20/2026   | 1,137.70           | .00         |            |
| 6363        | TMSC LLC                   | 2026-005-001   | INSTALL GCFI & OUTLETS   | 01/20/2026   | 1,648.50           | .00         |            |
| 6363        | TMSC LLC                   | 2026-005-01    | HEATERS IN VESTIBULE     | 01/20/2026   | 1,766.00           | .00         |            |
| Total 6363: |                            |                |                          |              | 9,259.70           | .00         |            |
| 7617        | TRANSPORTATION MANAGEME    | 1156-11        | 5 YEAR STUDY             | 01/08/2026   | 8,066.83           | .00         |            |
| Total 7617: |                            |                |                          |              | 8,066.83           | .00         |            |
| 7561        | USDN                       | 4073           | DUES                     | 01/10/2026   | 1,030.00           | .00         |            |

| Vendor        | Vendor Name              | Invoice Number | Description               | Invoice Date | Net Invoice Amount | Amount Paid | Date Paid  |
|---------------|--------------------------|----------------|---------------------------|--------------|--------------------|-------------|------------|
| Total 7561:   |                          |                |                           |              | 1,030.00           | .00         |            |
| 2247          | WATKINS, MARK            | 01152026       | DUI VIP SPEAKER MILEAGE   | 01/15/2026   | 72.05              | .00         |            |
| Total 2247:   |                          |                |                           |              | 72.05              | .00         |            |
| 1640          | WESTERN STATE            | IN003455458    | VENT COVER                | 12/30/2025   | 22.11              | 22.11       | 01/21/2026 |
| 1640          | WESTERN STATE            | IN003457161    | SEAL O RING               | 12/31/2025   | 20.10              | .00         |            |
| 1640          | WESTERN STATE            | IN003467373    | 2500 HR SERVICE           | 01/13/2026   | 351.99             | .00         |            |
| 1640          | WESTERN STATE            | IN003469196    | AIR FILTER ELEMENTS       | 01/14/2026   | 273.84             | .00         |            |
| Total 1640:   |                          |                |                           |              | 668.04             | 22.11       |            |
| 6919          | WILSON, CLAYTON          | 01022026       | PHYSICAL                  | 01/02/2026   | 155.00             | .00         |            |
| Total 6919:   |                          |                |                           |              | 155.00             | .00         |            |
| 7789          | WINN-MARION BARBER, LLC  | TJ-EV-001      | PHASE 1 20 EV PORTS       | 01/13/2026   | 33,500.00          | .00         |            |
| Total 7789:   |                          |                |                           |              | 33,500.00          | .00         |            |
| 2849          | WINTER EQUIPMENT COMPAN  | IV66846        | RAZOR SYSTEM              | 01/19/2026   | 2,250.60           | .00         |            |
| Total 2849:   |                          |                |                           |              | 2,250.60           | .00         |            |
| 6704          | WSP USA INC.             | 40281427       | STORMWATER MGT PHASE 2    | 11/03/2025   | 10,738.75          | .00         |            |
| Total 6704:   |                          |                |                           |              | 10,738.75          | .00         |            |
| 3619          | WY CHILD SUPPORT ENFORCE | 01232026       | 266445                    | 01/23/2026   | 452.30             | 452.30      | 01/23/2026 |
| Total 3619:   |                          |                |                           |              | 452.30             | 452.30      |            |
| 7516          | WYOMING IMMIGRANT ADVOC  | 1010           | Q3 HEALTH & HUMAN SERVICE | 01/05/2026   | 3,750.00           | .00         |            |
| Total 7516:   |                          |                |                           |              | 3,750.00           | .00         |            |
| 2842          | YELLOW IRON WASTE, LLC   | 260106140911   | LATE FEE                  | 01/05/2026   | 15.00              | .00         |            |
| 2842          | YELLOW IRON WASTE, LLC   | 260106140912   | LATE FEE                  | 01/05/2026   | 10.00              | .00         |            |
| 2842          | YELLOW IRON WASTE, LLC   | 260106140912   | LATE FEE                  | 01/05/2026   | 10.00              | .00         |            |
| Total 2842:   |                          |                |                           |              | 35.00              | .00         |            |
| Grand Totals: |                          |                |                           |              | 921,092.51         | 26,065.97   |            |

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

Dated: \_\_\_\_\_

Mayor: \_\_\_\_\_

City Council: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

City Recorder: \_\_\_\_\_

City Treasurer: \_\_\_\_\_

Report Criteria:

Detail report.

Invoices with totals above \$0 included.

Paid and unpaid invoices included.

## Report Criteria:

Detail report.  
Invoices with totals above \$0 included.  
Paid and unpaid invoices included.  
Vendor.Vendor Number = 1614

| Vendor        | Vendor Name          | Invoice Number | Description                | Invoice Date | Net Invoice Amount | Amount Paid | Date Paid |
|---------------|----------------------|----------------|----------------------------|--------------|--------------------|-------------|-----------|
| 1614          | TETON COUNTY-FUND 10 | 12312025A      | DISPATCH DECEMBER 2025     | 12/31/2025   | 53,321.68          | .00         |           |
| 1614          | TETON COUNTY-FUND 10 | 12312025B      | COUNTY PLANNING STAFF DE   | 12/31/2025   | 5,862.90           | .00         |           |
| 1614          | TETON COUNTY-FUND 10 | 12312025C      | COUNTY TRANSPORTATION STA  | 12/31/2025   | 6,897.01           | .00         |           |
| 1614          | TETON COUNTY-FUND 10 | 12312025D      | EMERGENCY MANAGEMENT D     | 12/31/2025   | 11,702.85          | .00         |           |
| 1614          | TETON COUNTY-FUND 10 | 12312025E      | PATHWAYS DECEMBER 2025     | 12/31/2025   | 6,164.69           | .00         |           |
| 1614          | TETON COUNTY-FUND 10 | 12312025F      | P&R MONTHLY CONTRIBUTION   | 12/31/2025   | 205,545.42         | .00         |           |
| 1614          | TETON COUNTY-FUND 10 | 12312025G      | FIRE EMS MONTHLY CONTRIB   | 12/31/2025   | 262,168.58         | .00         |           |
| 1614          | TETON COUNTY-FUND 10 | 12312025H      | HOUSING MONTHLY CONTRIBU   | 12/31/2025   | 49,582.08          | .00         |           |
| 1614          | TETON COUNTY-FUND 10 | 12312025I      | FIRE EMS CAPIAL CONTRIBUTI | 12/31/2025   | 25,796.06          | .00         |           |
| Total 1614:   |                      |                |                            |              | 627,041.27         | .00         |           |
| Grand Totals: |                      |                |                            |              | 627,041.27         | .00         |           |

Dated: \_\_\_\_\_

Mayor: \_\_\_\_\_

City Council: \_\_\_\_\_

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City Recorder: \_\_\_\_\_

City Treasurer: \_\_\_\_\_

# STAFF REPORT



|                               |                                              |                        |                |
|-------------------------------|----------------------------------------------|------------------------|----------------|
| <b>Meeting Date:</b>          | February 2, 2025                             | <b>Meeting Title:</b>  | Regular        |
| <b>Submitting Department:</b> | Legal                                        | <b>Presenter:</b>      | Lea Colasuonno |
| <b>Agenda Item:</b>           | Standard Contract Consideration for Approval | <b>Public Comment:</b> | Yes            |

## Purpose & Policy Considerations.

The purpose of this item is for the Council to review and consider contracts to which the Town of Jackson would be a party.

## Requested Action.

Staff request that the Council review and consider the contracts included with the staff report.

## Recommendations.

Staff recommend that the Council approve the contracts included with this staff report.

## Background, Analysis, and Key Policy Questions.

1. Contract to Vacate Sewer Line Easement for 780 E. Kelly property owner, Karen Wilbrecht as Trustee
  - *Purpose:* The purpose of this Vacation of Sewer Line Easement is to formally acknowledge and clarify that the subject sewer line is a private lateral service line, not a Town line, and that the ownership, operation, and maintenance responsibilities reside exclusively with the affected property owners (e.g. owners of 780 East Kelly Avenue and 785 Cache Creek Drive). The 780 East Kelly Avenue property owner relocated the subject service line to an alternative location on said property. Any issues arising from the location, use, access, or maintenance of the relocated service line are private matters between the affected property owners of Lot 10A and Lot 10B.
  - *Term:* Perpetual.
  - *Cost and Payment Terms:* Not-to-exceed amount of \$0.00
  - *Department and Budget Detail:* There is no direct cost associated with the easement vacation and thus no line item associated with it.
2. Contract with Advanced Network Management, Inc. (Network Switches)
  - *Purpose:* The purpose of this purchase contract is to buy network switches to replace existing units which are beyond end-of-life and beginning to fail. These switches control and manage all data traffic sent and received by computers, servers, and other devices on the Town of Jackson's data network. ANM serves as an intermediary for the IT Department by assisting with the acquisition of hardware and software, managing vendor relationships, and providing implementation and support services for the Town's IT operations.
  - *Term:* This is a one-time transaction for three network switches, their accompanying hardware which is bundled with a 3-year software maintenance agreement.
  - *Cost and Payment Terms:* The cost of this purchase and software maintenance agreement is \$38,288.36. The terms for payment are Net 30.
  - *Department and Budget Detail:* This item is for the Information Technology infrastructure serving all Town departments and is included in the fiscal year 2026 I.T. Services budget for the small tools and equipment line item.

**3. Contract with Advanced Network Management, Inc. (Panic Buttons)**

- *Purpose:* The purpose of this contract is to purchase 12 wireless panic button units to overhaul and replace existing, aged, and generic, repurposed vehicle key fobs which are beyond end-of-life and beginning to fail. These fobs will be used throughout various Town buildings where staff will employ them in case of various emergency situations. ANM serves as an intermediary for the IT Department by assisting with the acquisition of hardware and software, managing vendor relationships, and providing implementation and support services for the Town's IT operations.
- *Term:* This is a one-time purchase.
- *Cost and Payment Terms:* The cost of this purchase agreement is \$5,473. The terms for payment are Net 30.
- *Department and Budget Detail:* This item is for Town Hall, Public Works, and other Town departments and is included in the I.T. Services budget for the small tools and equipment line item.

**4. Contract with Advanced Network Management, Inc. (Various Equipment)**

- *Purpose:* The purpose of this contract is to renew a software maintenance agreement with Cisco Systems for various phone handsets, handset peripherals, and five server computers in use throughout the Town of Jackson. This maintenance ensures each piece of equipment is eligible for software updates from the manufacturer, and for manufacturer support and warranty/replacement against failure. ANM serves as an intermediary for the IT Department by assisting with the acquisition of hardware and software, managing vendor relationships, and providing implementation and support services for the Town's IT operations.
- *Term:* The terms on this agreement are one year for each piece of included equipment.
- *Cost and Payment Terms:* The cost of this purchase agreement is \$1,624.52. The terms for payment are Net 30.
- *Department and Budget Detail:* This item is for software maintenance used by various Town departments and is included in the fiscal year 2026 I.T. Services budget for the contract maintenance line item.

The key policy question with respect to each contract listed above is whether the Town Council approves of the agreement as presented by staff.

**Possible Alternatives.**

For each contract included with the staff report the Council has the option to:

- A. Direct staff to negotiate different terms or conditions with the contracting party.
- B. Not to enter the contract.

**Comprehensive Plan & Priority Alignment.**

Section 8.1 and 8.2: Timely, efficiently, and safely deliver quality services and facilities in a fiscally responsible and coordinated manner.

**Fiscal Impact.**

The fiscal impact for each contract is set forth above.

**Staff Impact.**

The primary impact on staff for contracts falls in the Legal Department, and averages 3 hours for each contract. Secondary impacts on staff for contracts are felt in each department to which the contract is relevant, and averages two hours for each contract.

**Attachments or Links.**

The contracts in the order listed above are attached to the staff report as follows:

1. Vacate Sewer Line Easement for 780 E. Kelly property owner, Karen Wilbrecht as Trustee
2. Contract with Advanced Network Management, Inc. (Network Switches)
3. Contract with Advanced Network Management, Inc. (Panic Buttons)
4. Contract with Advanced Network Management, Inc. (Various Equipment)

**Suggested Motion.**

1. I move to approve the Contract to Vacate Sewer Line Easement for 780 E. Kelly property owner, Karen Wilbrecht as Trustee, subject to minor changes by staff.
2. I move to approve the Contract with Advanced Management Network, Inc. (Network Switches), subject to minor changes by staff.
3. I move to approve the Contract with Advanced Management Network, Inc. (Panic Buttons), subject to minor changes by staff.
4. I move to approve the Contract with Advanced Management Network, Inc. (Various Equipment), subject to minor changes by staff.

## VACATION OF SANITARY SEWER EASEMENT

This Vacation of Sanitary Sewer Easement is made and entered into on this \_\_\_\_ day of \_\_\_\_\_, 2025 ("Effective Date") by and between the Town of Jackson, Wyoming, a Wyoming municipal corporation, of P.O. Box 1687, Jackson, Wyoming 83001 ("Town") and Karen Wilbrecht, as trustee of The Karen Wilbrecht Living Trust dated May 18, 2012, of P.O. Box 2324, Jackson, Wyoming 83001 ("Owner"). Town and Owner may be referred to herein collectively as the "Parties").

### RECITALS

**WHEREAS**, Owner is the owner of that certain real property located in Teton County, Wyoming, at 780 E. Kelly Avenue, legally described in the Legal Description, attached hereto as Exhibit A and incorporated herein by this reference ("Property").

**WHEREAS**, Owner previously granted to Town a 10-foot wide non-exclusive sanitary sewer line easement across a portion of the Property wherein a sewer line was located, which easement was recorded in the office of the Teton County Clerk on June 22, 2006 as Document Number 0678796 and is attached hereto as Exhibit B and incorporated herein by this reference ("Sewer Easement").

**WHEREAS**, the Parties acknowledge that the sewer line located within the Sewer Easement is a lateral line owned and controlled by the owner of Lot 10A (Physical address: 785 Cache Creek Drive, Jackson, Wyoming; PIDN: 22-41-16-34-1-32-016) ("Lot 10A"), connecting the residential structure on Lot 10A to Town's main sewer line on Kelly Avenue.

**WHEREAS**, Town has determined that the Sewer Easement is no longer required for municipal sewer purposes and now desires to formally abandon and vacate the Sewer Easement.

NOW, THEREFORE, in consideration of the foregoing recitals which are incorporated herein by reference, the mutual covenants and undertakings set forth below and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties agree as follows:

1. Vacation and Release. Town does hereby vacate, abandon, release, and extinguish all of its right, title, and interest in and to the Sewer Easement. The Parties agree that the Sewer Easement is hereby terminated, released, and vacated in its entirety.
2. Recordation. This Vacation of Sanitary Sewer Easement shall be recorded in the Teton County, Wyoming's Clerk's Office of Land Records.
3. Binding Effect. This Vacation of Sanitary Sewer Easement shall be binding upon and inure to the benefit of the Parties and each of their heirs, successors and assigns.
4. Counterparts. The Vacation of Sanitary Sewer Easement may be executed in any number of counterparts and each such counterpart shall be deemed to be an original instrument, but all such counterparts together shall constitute but one document.



IN WITNESS WHEREOF, this Vacation of Sanitary Sewer Easement was executed on the Effective Date.

**TOWN OF JACKSON,**

**A municipal corporation of the State of Wyoming**

By: \_\_\_\_\_

Arne O. Jorgenson, Mayor

Attest: \_\_\_\_\_

Riley Hovorka, Town Clerk

**The Karen Wilbrecht Living Trust dated May 18, 2012,  
a Wyoming Trust**

By: \_\_\_\_\_

Karen Wilbrecht, Trustee

STATE OF WYOMING            )  
                                              )ss.  
COUNTY OF TETON            )

The foregoing instrument was acknowledged before me by Karen Wilbrecht, trustee of The Karen Wilbrecht Living Trust, dated May 18, 2012, a Wyoming trust, this \_\_\_\_ day of \_\_\_\_\_, 2025.

Witness my hand and official seal.

\_\_\_\_\_  
Notary Public  
My commission expires:

EXHIBIT A

A parcel of land in the Town of Jackson, County of Teton, State of Wyoming, lying in the SE1/NE1/4 of Section 34, T.41 N., R. 116 W., 6<sup>th</sup> P.M., shown as Lot 10B on Map to Accompany Application for Lot Division Permit for Lot 10, Ferrin Addition to the Town of Jackson, recorded as Map D-45N in the records of the Teton County Clerk, and being more particularly described as follows:

Beginning at the 1/4 corner common to Sections 34 and 35, T.41 N., R. 116 W., 6<sup>th</sup> P.M.; thence S 88°18'33" W (with the basis of bearing being the north line of Lot 10, Ferrin Addition to the Town of Jackson being S 89°35'26" E from said Map D-45N,) a distance of 1298.52 feet to the CE 1/16 corner of said Section 34; thence S 34°28'32" E, a distance of 48.76 feet to the southeast corner of Lot 1 Block 7-2nd Hall Addition to the Town of Jackson; thence N 0°03'41" E, a distance of 674.60 feet to the northwest corner of Ferrin Addition to the Town of Jackson; thence S 89°35'26" E, along the north line of said Ferrin Addition, a distance of 550.00 feet to the northwest corner of said Lot 10, the POINT OF BEGINNING;

thence S 89°35'26" E, along the north line of Lot 10 (later divided as Lot 10B,) a distance of 110.55 feet to the northeast corner of Lot 10 (later divided as Lot 10B;)

thence S 0°05'01" W, along the east line Lot 10 (10B,) a distance of 101.49 feet to the southeast corner of that portion shown as Lot 10B on said Map D-45N;

thence N 89°30'57" W, along the south line of Lot 10B, as shown on said Map D-45N, a distance of 110.46 feet to the southwest corner of said Lot 10B, being a point on the west line of said Lot 10;

thence N 0°02'03" E, along the west line of said Lot 10 (10B,) a distance of 101.35 feet to the POINT OF BEGINNING;

State Parcel Identification Number: 22-41-16-34-1-32-017;

TOGETHER WITH all improvements and appurtenances thereto appertaining;

SUBJECT TO reservations, restrictions, covenants and exceptions of record and those contained in the United States patents;

SUBJECT TO prior mineral reservations of record; and

SUBJECT TO easements and rights of way of record, in use and of sight.

Exhibit B



Advanced Network Management, Inc  
304 Inverness Way S #400  
Englewood, Colorado 80112

James Voorhies  
307-228-5510  
james.voorhies@anm.com

Town of Jackson  
150 East Pearl Avenue  
Jackson, WY 83001

Jason Wright  
(307) 734-3464  
jwright@jacksonwy.gov

Quote #: QT-000106331

Town of Jackson - Aruba Switches

|             |                                       |            |          |         |     |              |       |          |                | December 29, 2025 |              |
|-------------|---------------------------------------|------------|----------|---------|-----|--------------|-------|----------|----------------|-------------------|--------------|
| Part Number | Description                           | Start Date | End Date | Term(M) | Qty | List Price   | Price | Price    | Extended Price |                   |              |
| Q9Y79AAE    | HPE ANW Central Sw CL3 Fnd 3y E-STU   |            |          |         | 11  | \$ 1,485.00  | \$    | 636.44   | \$ 7,000.84    |                   |              |
| Q9Y74AAE    | HPE ANW Central Sw CL2 Fnd 3y E-STU   |            |          |         | 4   | \$ 945.00    | \$    | 405.00   | \$ 1,620.00    |                   |              |
| JL659A      | Aruba 6300M 48SR5 CL6 PoE 4SFP56 Swch |            |          |         | 3   | \$ 18,979.00 | \$    | 7,907.92 | \$ 23,723.76   |                   |              |
| JL087A      | Aruba X372 54VDC 1050W PS             |            |          |         | 3   | \$ 1,627.00  | \$    | 677.92   | \$ 2,033.76    |                   |              |
| JL087A ABA  | Aruba X372 54VDC 1050W PS US en       |            |          |         | 3   | \$ -         | \$    | -        | \$ -           |                   |              |
| H1EJ9E      | HPE Aruba Networking EDU Training SVC |            |          |         | 20  | \$ 200.00    | \$    | 195.50   | \$ 3,910.00    |                   |              |
|             |                                       |            |          |         |     |              |       |          |                | Sub-Total         | \$ 38,288.36 |
|             |                                       |            |          |         |     |              |       |          |                | Estimated Taxes   | \$ -         |
|             |                                       |            |          |         |     |              |       |          |                | Shipping Costs    | \$ -         |
|             |                                       |            |          |         |     |              |       |          |                | Grand Total       | \$ 38,288.36 |

ANM will honor the prices in this quote for 30 days subject to increases, if any, imposed during that period by third party suppliers. Original Equipment Manufacturer (OEM) products, software and services are non-cancelable and non-returnable, unless approved by the OEM.

Terms and conditions

ANM reserves the right to cancel quotes and/or orders in the event of pricing or other errors.  
Taxes and Shipping costs are estimates and Customer agrees to pay the actual tax and shipping costs due as listed on the applicable invoice.  
Customer agrees to supplement their PO issued to ANM if necessary to authorize payment of actual invoiced taxes and shipping cost. NTTC required for non-taxable sales.  
Amounts shown for Consumption-based products and services are estimates only, and Customer agrees to pay for invoiced amounts based on actual consumption.  
Customer agrees to supplement their PO issued to ANM as necessary to authorize payment of actual consumption-based costs.  
Expedited shipping is subject to an additional charge.  
Quote is subject to the attached ANM Terms and Conditions. All software and/or hardware is subject to manufacturer terms and conditions.  
Subscription fees are non-refundable and payment obligations are non-cancelable and non-negotiable, except where prohibited by law.  
Credit card payments will be subject to a 3% surcharge, which is not greater than our total cost of accepting credit cards and is not applied to debit card payments.

By signing below, I represent that I am permitted to sign for the above-named entity and hereby authorize ANM to order products and/or perform services in accordance with the terms and conditions of this quote.

Customer Signature

Date

Customer Name (Printed)

Title





## Terms and Conditions

These Terms and Conditions ("Agreement") apply to hardware and software (collectively, "Products") and services ("Services") that you ("Customer") purchase from Advanced Network Management, Inc. or its affiliates (collectively, "ANM"). Products that are manufactured by third-party vendors ("Manufacturers") and associated Services provided by such Manufacturers may be subject to additional terms which are available at <https://anm.com/eulas-and-product-warranties/> ("Manufacturer's Terms") and incorporated into this Agreement by reference. Customer accepts this Agreement unless it has a separate signed agreement in which case that separate agreement will take precedence with the exception of the Manufacturer's Terms.

**1. ORDERS.** Customer may purchase Products and/or Services from ANM by signing an ANM-provided quote ("Quote"), issuing a purchase order in response to a Quote, or as otherwise agreed by ANM in writing including, without limitation, in a Statement of Work (collectively, "Orders").

**2. TERM.** If Products or Services are provided on a subscription basis, ANM shall provide them from the initial date and for the period listed in the Order ("Initial Term"). Products or Services subject to a term that exceeds 12-months (e.g. 3-year subscription) ("Multi-Year Subscriptions") are non-cancelable and non-refundable unless Customer is a government entity subject to non-appropriation of funds. ANM reserves discretion to divide the payment for a Multi-Year Subscription into several payments as a convenience for Customer. Following the Initial Term, the Products or Services will automatically renew for a term equivalent in length to the then-expiring term ("Renewal Term") unless notice is provided to ANM at least 30 days prior to the end of the current term. Any Customer that is a government entity subject to non-appropriation of funds may terminate Products or Services that are subject to a Renewal Term by providing ANM notice at any time prior to the start of the Renewal Term.

**3. PRICE.** Prices provided on a Quote are subject to change without notice. Applicable taxes will be added to all prices unless a proper tax exemption certificate is provided to ANM at the time an Order is placed.

**4. PAYMENT.** Payment is due 30 days from invoice date unless ANM expressly agrees otherwise in writing. A service charge of 1.5% per month may be added to all past due balances until collected. Customer agrees to pay to ANM all costs and expenses incurred by ANM with respect to recovering any undisputed amount owed to it under this Agreement including, but not limited to, reasonable attorneys' fees and costs.

**5. SHIPPING.** ANM has sole discretion in selecting a carrier for orders. If Customer requests expedited shipping, then it agrees that ANM is authorized to upgrade the shipping and may bill Customer for all additional shipping charges. Risk of loss or damage to Products will pass upon ANM's surrender of the Products to the transportation provider (F.O.B. Shipping Point). ANM is not liable for any delays in delivery or for partial or early deliveries. Transportation charges will be in accordance with ANM's shipping policy at the time of shipment. Claims for Product damage or loss in transit on shipments made by a common carrier must be made by the Customer to the common carrier and in accordance with the terms of the common carrier. For deliveries made by ANM personnel, claims for shortages or damages to Products must be made to ANM within five (5) days of the delivery date. If Customer fails to notify ANM within the five (5) day period, the Products will be deemed accepted.

**6. PRODUCT RETURNS; RMA.** Products are non-returnable and the prices and fees associated therewith will be non-refundable except as permitted in this Section. Customer may return erroneously shipped Products or Products that the Manufacturer authorizes for return through its Return Merchandise Authorization process ("RMA"). Products damaged after shipment may not be returned. Customer is responsible for complying with all Manufacturer return requirements and Customer agrees that any return may be subject to an ANM restocking fee plus shipping costs which it authorizes ANM to offset against any amounts to be credited to Customer's ANM account. If Customer has not yet paid for the Product(s), ANM may invoice Customer for the restocking fee.

**7. SECURITY INTEREST.** Customer agrees that ANM shall have a purchase money security interest in all Products supplied to Customer by ANM under this Agreement until all payments due ANM for said Products are paid in full. ANM shall have the right to file in any state or local jurisdiction such financing statements as ANM deems necessary to perfect its purchase money security interest hereunder. Upon request by ANM, Customer hereby agrees to execute all documents necessary to secure ANM's purchase money security interest. Customer also agrees that this Agreement may be filed by ANM in any state or local jurisdiction as a financing statement (or as other evidence of ANM's purchase money security interest).

**8. WARRANTIES.** Customer represents and warrants that: (a) employees and agents placing orders on its behalf are duly authorized to commit Customer; (b) it will comply with the applicable Manufacturer's Terms; and (c) it will comply with applicable laws and regulations (including those pertaining to export control) related to its receipt and use of the Products and Services. Product warranties and warranties for Services performed by the Manufacturer (if any) are provided by the Manufacturer. To the extent authorized, ANM shall pass through to Customer any transferable warranties and indemnifications with respect to Products and Services performed by Manufacturers, which shall be Customer's sole and exclusive remedy relating to such Products and Services. With respect to Services performed by ANM, such Services shall be performed in a diligent, professional and workmanlike manner conforming to the requirements of the applicable Order. WITH THE EXCEPTION OF THE FOREGOING, ANM DISCLAIMS ANY AND ALL WARRANTIES, WHETHER EXPRESS OR IMPLIED, INCLUDING, BUT NOT LIMITED TO, ANY IMPLIED WARRANTIES OF MERCHANTABILITY, TITLE, FITNESS FOR A PARTICULAR PURPOSE, AND NON-INFRINGEMENT.

**9. INDEMNIFICATION.** Unless prohibited by law, Customer will indemnify, hold harmless, and defend ANM and its affiliates, its officers, directors, employees, successors, and assigns from and against any and all damages, costs, and expenses (including reasonable attorneys' fees, expenses, and costs) incurred in connection with any third party claims, demands, suits, or proceedings relating to this Agreement.

**10. LIMITATION OF LIABILITY.** TO THE MAXIMUM EXTENT PERMITTED BY APPLICABLE LAW AND REGARDLESS OF WHETHER ANY REMEDY FAILS OF ITS ESSENTIAL PURPOSE AND REGARDLESS OF WHAT CAUSE OF ACTION (INCLUDING NEGLIGENCE) OR CLAIM FOR RELIEF IS ASSERTED: (A) IN NO EVENT WILL EITHER PARTY OR ITS OFFICERS, DIRECTORS, EMPLOYEES, SUCCESSORS, ASSIGNS, OR AFFILIATES BE LIABLE TO THE OTHER PARTY OR ANY OTHER PERSON FOR ANY INDIRECT, INCIDENTAL, CONSEQUENTIAL, PUNITIVE, OR OTHER SPECIAL DAMAGES; (B) THE ONLY LIABILITY ANM WILL HAVE WITH RESPECT TO PRODUCTS PROVIDED UNDER THIS AGREEMENT AND SERVICES PERFORMED BY MANUFACTURERS WILL BE THE PRODUCT RETURN RIGHTS DESCRIBED HEREIN; AND (C) THE MAXIMUM LIABILITY OF ANM WITH RESPECT TO SERVICES PERFORMED BY ANM SHALL BE LIMITED TO THE AMOUNT OF FEES PAID BY CUSTOMER TO ANM FOR SUCH SERVICES DURING THE TWELVE (12) MONTHS PRIOR TO THE FIRST EVENT OR OCCURRENCE GIVING RISE TO THE CLAIM.

**11. DISPUTES.** The enforcement and interpretation of, and all claims or disputes arising out of or related to this Agreement shall be governed by the procedural and substantive laws of the State of New Mexico, including its statute of limitations, without regard to conflict of laws principles that would cause the application of another jurisdiction's laws to apply. If a dispute arises out of or relates to this Agreement, or the performance or breach thereof, the parties agree first to try in good faith to settle the dispute by negotiation before proceeding to litigation.

**12. NOTICES.** Any notice, demand, or request required or permitted to be given under this Agreement must be in writing and sent to the parties at the addresses set forth below via hand delivery, overnight courier, or certified or registered U.S. mail. Notices are effective upon receipt. Customer notices shall be sent to the most recent billing address on file with ANM. ANM notices shall be sent to: Advanced Network Management, Inc., ATTN: In-House Counsel, 304 Inverness Way S, Suite 400, Englewood, CO 80112.

**13. SEVERABILITY.** Any provision in this Agreement that is held by a court of competent jurisdiction to be unenforceable shall be modified by said court and interpreted to best accomplish the original provision to the fullest extent permitted by law. The remaining provisions of this Agreement shall remain in effect.

**14. ENTIRE AGREEMENT.** This Agreement, together with any Order, constitutes the entire agreement, and supersedes any and all prior agreements between the parties with regard to the subject matter hereof. Issuance of a purchase order responsive to a Quote shall constitute an agreement to this Agreement. Any boilerplate terms included on any such purchase order are expressly rejected and are not part of this Agreement unless prohibited by law.

## MUNICIPAL TERMS AND CONDITIONS ADDENDUM

This Municipal Terms and Conditions Addendum (“**Addendum**”) is incorporated into and made part of any quotation, invoice, order form, statement of work, purchase order, standard terms and conditions or similar document (collectively, the “**Vendor Documents**”) issued by Advanced Network Management, Inc. or its affiliates (“**Vendor**”) and accepted by the Town of Jackson, Wyoming, a Wyoming municipal corporation (“**Town**”).

1. **Order of Precedence.** This Addendum supersedes and controls over any conflicting terms contained in Vendor Documents. In the event of any conflict between the Vendor Documents and this Addendum, the following order of precedence shall apply:
  - a. this Addendum;
  - b. Town’s purchase order or written agreement signed by an authorized official;
  - c. any applicable statement of work expressly approved by Town; and
  - d. Vendor’s standard Terms and Conditions
2. **Delivery.** Delivery shall be FOB destination, freight prepaid and allowed. Town is relying on the promised delivery date as material to and basic to Town’s acceptance. If Vendor fails to deliver or perform as and when promised, Town, in its sole discretion, may cancel its order, or any part thereof, without prejudice to its other rights, return all or part of any shipment so made, and charge Vendor with any loss or expense sustained as a result of such failure to deliver or perform as promised. Time is of the essence.
3. **Acceptance of Terms.** Payment by Town shall not constitute acceptance of any Vendor terms not expressly agreed to in writing by Town. Vendor acknowledges that Town may only be bound by contracts approved and executed in accordance with Wyoming law and municipal policy.
4. **Governing Law and Venue.** This Addendum 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 Agreement, 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.
5. **Non-Appropriation.** Town’s payment obligations are subject to annual appropriation by its governing body. In the event sufficient funds are not appropriated, Town may terminate the agreement without penalty or further obligation.
6. **Indemnification for Services Performed by Vendor.** To the extent permitted by Wyoming law, Vendor shall indemnify, defend, and hold harmless Town, its officers, employees, and elected officials from and against any and all third party claims, damages, liabilities, losses, and expenses arising out of or related to (i) Vendor’s negligence or willful misconduct in performing professional or managed services by Vendor; (ii) Vendor’s breach of the agreement; (iii) infringement by Vendor of any intellectual property right in performing professional or managed services by Vendor; or (iv) any data breach, security incident, unauthorized access, loss, disclosure or compromise of Town Data (defined below) to the extent caused by Vendor, or arising from Vendor’s failure to comply with its obligations, in performing professional or managed services. In addition to the foregoing third-party indemnification obligations, Vendor shall be responsible for, and reimburse Town for first-party costs incurred by Town arising out

of any data breach or security incident to the extent caused by Vendor, or Vendor's failure to comply with its obligations under the Vendor Documents and this Addendum, in performing professional or managed services. Nothing herein shall be construed as requiring Town to indemnify Vendor or waive governmental immunity. For the avoidance of doubt, Vendor shall have no indemnification obligations pursuant to this Section 6 with respect to its sales to Town of hardware or software ("Products") manufactured by third party manufacturers ("**Manufacturers**") or related services performed by such Manufacturers ("**Manufacturer Services**") that are expressly identified on the quotation form to which this Addendum is attached ("**Quote**"); provided, however, that Vendor shall not be relieved of its indemnification or reimbursement obligations under this Section 6 to the extent that any claim, loss, or damage arises from Vendor's failure to properly perform professional or managed services related to any such Products or Manufacturer Services.

**7. Limitation of Liability.** Any limitation of liability contained in Vendor Documents shall not apply to claims arising from indemnification obligations pursuant to Section 6 above. Town does not agree to limitations that conflict with Wyoming law.

**8. Data Privacy and Confidentiality.**

- A. Vendor acknowledges that all data stored, processed, or transmitted under the Vendor Documents and this Addendum, including but not limited to personally identifiable information ("PII"), criminal justice information, law enforcement sensitive data, and any other confidential or regulated information ("**Town Data**"), is confidential and shall be handled by Vendor in strict accordance with this Addendum and all applicable privacy, data protection, and information security laws, regulations, and standards. Vendor shall not access, use, disclose, or process Town Data except as necessary to perform its obligations under this Addendum or as expressly authorized in writing by Town, or as required by law.
- B. Vendor represents and warrants that it shall comply with all applicable international, federal, state and local laws, regulations, directives and standards relating to data protection, privacy, confidentiality, and information security, including, but not limited to, General Data Protection Regulation, NIST (National Institute of Standards and Technology), and Federal Bureau of Investigation (FBI) Criminal Justice Information Services (CJIS) Security Policy.
- C. Vendor shall, in connection with the performance of professional and managed services by Vendor, implement and maintain appropriate administrative, technical, and physical safeguards designed to protect Town Data against unauthorized access, disclosure, alteration, loss, or destruction. Such safeguards shall be no less rigorous than those required by applicable law and shall be consistent with industry best practices for handling sensitive law enforcement and governmental data.
- D. Vendor shall promptly notify Town, and in no event later than twenty-four hours after becoming aware of any actual or suspected data breach, security incident, or unauthorized access involving Town Data. Notification shall include all information reasonably necessary for Town to comply with applicable breach notification laws, including those specific to law enforcement or government agencies.
- E. In the event of a Cyber Security Incident, Vendor will reasonably cooperate with Town, including granting access to Vendor's systems as necessary, to reduce impact and determine the cause and scope of the incident. "Cyber Security Incident" means a violation or imminent threat of violation of cyber security policies, acceptable use policies, or standard cyber security practices which results in misuse, damage, denial of service, compromise of integrity, or loss of confidentiality of a network, computer, application, or data.

9. **No Security Interest or Lien.** Vendor acknowledges that Town is a public entity and lacks authority to grant liens or security interests except as expressly authorized by law. Town does not grant Vendor any lien, security interest, or purchase money security interest in any goods, software, equipment, or other municipal property. Vendor is not authorized to file any financing statement or similar notice. Any provision in Vendor Documents to the contrary is void and of no force or effect.
10. **Third-Party Products and Terms.** Vendor may provide Products or Manufacturer Services supplied by third parties. No third-party terms and conditions shall be incorporated by reference or binding upon Town unless (i) the applicable Products or Manufacturer Services are expressly identified in the Quote and (ii) the specific terms and conditions are provided at <https://anm.com/eulas-and-product-warranties/> (“**Manufacturer’s Terms**”). Nothing in any Manufacturer’s Terms shall be construed as a waiver of Town’s governmental immunities, statutory protections, or obligations under applicable public records, procurement, or appropriation laws. In the event of any conflict between this Addendum and any Manufacturer’s Terms, as between Town and Vendor, this Addendum shall control.
11. **Warranties.** Product warranties and warranties for Manufacturer Services are provided by the applicable Manufacturer in the Manufacturer’s Terms. Vendor shall reasonably cooperate with Town to pass through the benefit of each such Manufacturer warranty to Town, and to assist Town in making warranty claims. With respect to professional and managed services performed by Vendor, Vendor warrants that all such services shall conform to agreed specifications and documentation; be performed in a professional and workmanlike manner; be free from material defects; and not infringe upon the intellectual property rights of any third party. Any disclaimer of warranties inconsistent with this section is rejected.
12. **Tax Exemption.** Town is a political subdivision of the State of Wyoming and is exempt from all state and local sales, use and excise taxes. Vendor shall not charge Town any such taxes.
13. **Public Records.** Any and all documents submitted to the Town of Jackson may be deemed a public record under the Wyoming Public Records Act, and thereby subject to examination and inspection by third parties.
14. **Audit Rights.** Vendor shall maintain all records, books, and documents relating to this Addendum, Vendor Documents and any payments received hereunder. Upon reasonable notice, Town, its auditors, or other authorized governmental representatives shall have the right to inspect, review, and copy such records for the purpose of verifying compliance with the terms of this Addendum, Vendor Documents and applicable laws. Vendor shall cooperate with all reasonable requests in connection with such audits.
15. **Insurance.** Vendor shall maintain, at its own expense, commercially reasonable insurance coverage, including: Commercial General Liability, Professional Liability / Technology Errors & Omissions and Cyber Liability. Proof of insurance shall be provided upon request.
16. **Assignment and Subcontracting.** Vendor may not assign, transfer, or subcontract its obligations without the prior written consent of Town, which shall not be unreasonably withheld.
17. **Termination for Convenience.** Town may terminate the agreement with Vendor for professional or managed services to be performed by Vendor for convenience upon written notice, except to the extent specifically agreed otherwise by Town in any Vendor Documents executed by Town in connection with the Quote. In such event, Town shall be liable only for professional or managed services performed by Vendor and accepted by Town prior to termination.



- 18. No Waiver of Governmental Immunity.** Town does not waive its governmental immunity by entering into this Addendum, and fully retains all immunities and defenses provided by law with respect to any action based on or arising out of this Addendum and the Vendor Documents.
- 19. Entire Agreement as Modified.** This Addendum modifies and supplements Vendor Documents and constitutes binding terms upon Vendor's acceptance of any purchase order or payment issued by Town.

IN WITNESS WHEREOF the parties have caused this Addendum to be executed by their duly authorized representatives and effective as of the last date signed by the parties below.

**TOWN OF JACKSON,**

A municipal corporation of the State of Wyoming

\_\_\_\_\_  
By: Arne O. Jorgensen, Mayor

\_\_\_\_\_  
ATTEST: Riley Hovorka, Town Clerk

Date: \_\_\_\_\_

**ADVANCED NETWORK MANAGEMENT, INC.,**

a \_\_\_\_\_ corporation

By: \_\_\_\_\_

Name/Title: \_\_\_\_\_

Date: \_\_\_\_\_



Advanced Network Management, Inc  
304 Inverness Way S #400  
Englewood, Colorado 80112

James Voorhies  
307-228-5510  
james.voorhies@anm.com

Town of Jackson  
150 East Pearl Avenue  
Jackson, WY 83001

Jason Wright  
(307) 734-3464  
jwright@jacksonwy.gov

Quote #: QT-000106791

Town of Jackson - Panic Button

January 08, 2026

| Part Number | Description                                                                                                                                                                                       | Start Date | End Date | Term(M) | Qty | Price     | Extended Price |
|-------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|----------|---------|-----|-----------|----------------|
| IPBTNDIS    | Advanced Network Devices Smart IP Panic Button, Discreet, Button recesses into an outer rim to prevent an accidental button press, Easily mounts under a table, desk, or in any discreet location |            |          |         | 12  | \$ 456.10 | \$ 5,473.20    |

|                 |             |
|-----------------|-------------|
| Sub-Total       | \$ 5,473.20 |
| Estimated Taxes | \$ -        |
| Shipping Costs  | \$ -        |
| Grand Total     | \$ 5,473.20 |

ANM will honor the prices in this quote for 30 days subject to increases, if any, imposed during that period by third party suppliers. Original Equipment Manufacturer (OEM) products, software and services are non-cancelable and non-returnable, unless approved by the OEM.

Terms and conditions

ANM reserves the right to cancel quotes and/or orders in the event of pricing or other errors.  
Taxes and Shipping costs are estimates and Customer agrees to pay the actual tax and shipping costs due as listed on the applicable invoice. Customer agrees to supplement their PO issued to ANM if necessary to authorize payment of actual invoiced taxes and shipping cost. NTTC required for non-taxable sales.  
Amounts shown for Consumption-based products and services are estimates only, and Customer agrees to pay for invoiced amounts based on actual consumption.  
Customer agrees to supplement their PO issued to ANM as necessary to authorize payment of actual consumption-based costs.  
Expedited shipping is subject to an additional charge.  
Quote is subject to the attached ANM Terms and Conditions. All software and/or hardware is subject to manufacturer terms and conditions.  
Subscription fees are non-refundable and payment obligations are non-cancelable and non-negotiable, except where prohibited by law.  
Credit card payments will be subject to a 3% surcharge, which is not greater than our total cost of accepting credit cards and is not applied to debit card payments.

By signing below, I represent that I am permitted to sign for the above-named entity and hereby authorize ANM to order products and/or perform services in accordance with the terms and conditions of this quote.

Customer Signature \_\_\_\_\_ Date \_\_\_\_\_

Customer Name (Printed) \_\_\_\_\_ Title \_\_\_\_\_





## Terms and Conditions

These Terms and Conditions ("Agreement") apply to hardware and software (collectively, "Products") and services ("Services") that you ("Customer") purchase from Advanced Network Management, Inc. or its affiliates (collectively, "ANM"). Products that are manufactured by third-party vendors ("Manufacturers") and associated Services provided by such Manufacturers may be subject to additional terms which are available at <https://anm.com/eulas-and-product-warranties/> ("Manufacturer's Terms") and incorporated into this Agreement by reference. Customer accepts this Agreement unless it has a separate signed agreement in which case that separate agreement will take precedence with the exception of the Manufacturer's Terms.

1. **ORDERS.** Customer may purchase Products and/or Services from ANM by signing an ANM-provided quote ("Quote"), issuing a purchase order in response to a Quote, or as otherwise agreed by ANM in writing including, without limitation, in a Statement of Work (collectively, "Orders").
2. **TERM.** If Products or Services are provided on a subscription basis, ANM shall provide them from the initial date and for the period listed in the Order ("Initial Term"). Products or Services subject to a term that exceeds 12-months (e.g. 3-year subscription) ("Multi-Year Subscriptions") are non-cancelable and non-refundable unless Customer is a government entity subject to non-appropriation of funds. ANM reserves discretion to divide the payment for a Multi-Year Subscription into several payments as a convenience for Customer. Following the Initial Term, the Products or Services will automatically renew for a term equivalent in length to the then-expiring term ("Renewal Term") unless notice is provided to ANM at least 30 days prior to the end of the current term. Any Customer that is a government entity subject to non-appropriation of funds may terminate Products or Services that are subject to a Renewal Term by providing ANM notice at any time prior to the start of the Renewal Term.
3. **PRICE.** Prices provided on a Quote are subject to change without notice. Applicable taxes will be added to all prices unless a proper tax exemption certificate is provided to ANM at the time an Order is placed.
4. **PAYMENT.** Payment is due 30 days from invoice date unless ANM expressly agrees otherwise in writing. Customer agrees to pay to ANM all costs and expenses incurred by ANM with respect to recovering any undisputed amount owed to it under this Agreement including, but not limited to, reasonable attorneys' fees and costs.
5. **SHIPPING.** ANM has sole discretion in selecting a carrier for orders. If Customer requests expedited shipping, then it agrees that ANM is authorized to upgrade the shipping and may bill Customer for all additional shipping charges. Risk of loss or damage to Products will pass upon ANM's surrender of the Products to the transportation provider (F.O.B. Shipping Point). ANM is not liable for any delays in delivery or for partial or early deliveries. Transportation charges will be in accordance with ANM's shipping policy at the time of shipment. Claims for Product damage or loss in transit on shipments made by a common carrier must be made by the Customer to the common carrier and in accordance with the terms of the common carrier. For deliveries made by ANM personnel, claims for shortages or damages to Products must be made to ANM within five (5) days of the delivery date. If Customer fails to notify ANM within the five (5) day period, the Products will be deemed accepted.
6. **PRODUCT RETURNS; RMA.** Products are non-returnable and the prices and fees associated therewith will be non-refundable except as permitted in this Section. Customer may return erroneously shipped Products or Products that the Manufacturer authorizes for return through its Return Merchandise Authorization process ("RMA"). Products damaged after shipment may not be returned. Customer is responsible for complying with all Manufacturer return requirements and Customer agrees that any return may be subject to an ANM restocking fee plus shipping costs which it authorizes ANM to offset against any amounts to be credited to Customer's ANM account. If Customer has not yet paid for the Product(s), ANM may invoice Customer for the restocking fee.
7. **SECURITY INTEREST.** Customer agrees that ANM shall have a purchase money security interest in all Products supplied to Customer by ANM under this Agreement until all payments due ANM for said Products are paid in full. ANM shall have the right to file in any state or local jurisdiction such financing statements as ANM deems necessary to perfect its purchase money security interest hereunder. Upon request by ANM, Customer hereby agrees to execute all documents necessary to secure ANM's purchase money security interest. Customer also agrees that this Agreement may be filed by ANM in any state or local jurisdiction as a financing statement (or as other evidence of ANM's purchase money security interest).
8. **WARRANTIES.** Customer represents and warrants that: (a) employees and agents placing orders on its behalf are duly authorized to commit Customer; (b) it will comply with the applicable Manufacturer's Terms; and (c) it will comply with applicable laws and regulations (including those pertaining to export control) related to its receipt and use of the Products and Services. Product warranties and warranties for Services performed by the Manufacturer (if any) are provided by the Manufacturer. To the extent authorized, ANM shall pass through to Customer any transferable warranties and indemnifications with respect to Products and Services performed by Manufacturers, which shall be Customer's sole and exclusive remedy relating to such Products and Services. With respect to Services performed by ANM, such Services shall be performed in a diligent, professional and workmanlike manner conforming to the requirements of the applicable Order. WITH THE EXCEPTION OF THE FOREGOING, ANM DISCLAIMS ANY AND ALL WARRANTIES.
9. **INDEMNIFICATION.** Unless prohibited by law, Customer will indemnify, hold harmless, and defend ANM and its affiliates, its officers, directors, employees, successors, and assigns from and against any and all damages, costs, and expenses (including reasonable attorneys' fees, expenses, and costs) incurred in connection with any third party claims, demands, suits, or proceedings relating to this Agreement.
10. **LIMITATION OF LIABILITY.** TO THE MAXIMUM EXTENT PERMITTED BY APPLICABLE LAW AND REGARDLESS OF WHETHER ANY REMEDY FAILS OF ITS ESSENTIAL PURPOSE AND REGARDLESS OF WHAT CAUSE OF ACTION (INCLUDING NEGLIGENCE) OR CLAIM FOR RELIEF IS ASSERTED: (A) IN NO EVENT WILL EITHER PARTY OR ITS OFFICERS, DIRECTORS, EMPLOYEES, SUCCESSORS, ASSIGNS, OR AFFILIATES BE LIABLE TO THE OTHER PARTY OR ANY OTHER PERSON FOR ANY INDIRECT, INCIDENTAL, CONSEQUENTIAL, PUNITIVE, OR OTHER SPECIAL DAMAGES; (B) THE ONLY LIABILITY ANM WILL HAVE WITH RESPECT TO PRODUCTS PROVIDED UNDER THIS AGREEMENT AND SERVICES PERFORMED BY MANUFACTURERS WILL BE THE PRODUCT RETURN RIGHTS DESCRIBED HEREIN; AND (C) THE MAXIMUM LIABILITY OF ANM WITH RESPECT TO SERVICES PERFORMED BY ANM SHALL BE LIMITED TO THE AMOUNT OF FEES PAID BY CUSTOMER TO ANM FOR SUCH SERVICES DURING THE TWELVE (12) MONTHS PRIOR TO THE FIRST EVENT OR OCCURRENCE GIVING RISE TO THE CLAIM.
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12. **NOTICES.** Any notice, demand, or request required or permitted to be given under this Agreement must be in writing and sent to the parties at the addresses set forth below via hand delivery, overnight courier, or certified or registered U.S. mail. Notices are effective upon receipt. Customer notices shall be sent to the most recent billing address on file with ANM. ANM notices shall be sent to: Advanced Network Management, Inc., ATTN: In-House Counsel, 304 Inverness Way S, Suite 400, Englewood, CO 80112.
13. **SEVERABILITY.** Any provision in this Agreement that is held by a court of competent jurisdiction to be unenforceable shall be modified by said court and interpreted to best accomplish the original provision to the fullest extent permitted by law. The remaining provisions of this Agreement shall remain in effect.
14. **ENTIRE AGREEMENT.** This Agreement, together with any Order, constitutes the entire agreement, and supersedes any and all prior agreements between the parties with regard to the subject matter hereof. Issuance of a purchase order responsive to a Quote shall constitute an agreement to this Agreement. Any boilerplate terms included on any such purchase order are expressly rejected and are not part of this Agreement unless prohibited by law.

## MUNICIPAL TERMS AND CONDITIONS ADDENDUM

This Municipal Terms and Conditions Addendum (“**Addendum**”) is incorporated into and made part of any quotation, invoice, order form, statement of work, purchase order, standard terms and conditions or similar document (collectively, the “**Vendor Documents**”) issued by Advanced Network Management, Inc. or its affiliates (“**Vendor**”) and accepted by the Town of Jackson, Wyoming, a Wyoming municipal corporation (“**Town**”).

1. **Order of Precedence.** This Addendum supersedes and controls over any conflicting terms contained in Vendor Documents. In the event of any conflict between the Vendor Documents and this Addendum, the following order of precedence shall apply:
  - a. this Addendum;
  - b. Town’s purchase order or written agreement signed by an authorized official;
  - c. any applicable statement of work expressly approved by Town; and
  - d. Vendor’s standard Terms and Conditions
2. **Delivery.** Delivery shall be FOB destination, freight prepaid and allowed. Town is relying on the promised delivery date as material to and basic to Town’s acceptance. If Vendor fails to deliver or perform as and when promised, Town, in its sole discretion, may cancel its order, or any part thereof, without prejudice to its other rights, return all or part of any shipment so made, and charge Vendor with any loss or expense sustained as a result of such failure to deliver or perform as promised. Time is of the essence.
3. **Acceptance of Terms.** Payment by Town shall not constitute acceptance of any Vendor terms not expressly agreed to in writing by Town. Vendor acknowledges that Town may only be bound by contracts approved and executed in accordance with Wyoming law and municipal policy.
4. **Governing Law and Venue.** This Addendum 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 Agreement, 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.
5. **Non-Appropriation.** Town’s payment obligations are subject to annual appropriation by its governing body. In the event sufficient funds are not appropriated, Town may terminate the agreement without penalty or further obligation.
6. **Indemnification for Services Performed by Vendor.** To the extent permitted by Wyoming law, Vendor shall indemnify, defend, and hold harmless Town, its officers, employees, and elected officials from and against any and all third party claims, damages, liabilities, losses, and expenses arising out of or related to (i) Vendor’s negligence or willful misconduct in performing professional or managed services by Vendor; (ii) Vendor’s breach of the agreement; (iii) infringement by Vendor of any intellectual property right in performing professional or managed services by Vendor; or (iv) any data breach, security incident, unauthorized access, loss, disclosure or compromise of Town Data (defined below) to the extent caused by Vendor, or arising from Vendor’s failure to comply with its obligations, in performing professional or managed services. In addition to the foregoing third-party indemnification obligations, Vendor shall be responsible for, and reimburse Town for first-party costs incurred by Town arising out

of any data breach or security incident to the extent caused by Vendor, or Vendor's failure to comply with its obligations under the Vendor Documents and this Addendum, in performing professional or managed services. Nothing herein shall be construed as requiring Town to indemnify Vendor or waive governmental immunity. For the avoidance of doubt, Vendor shall have no indemnification obligations pursuant to this Section 6 with respect to its sales to Town of hardware or software ("Products") manufactured by third party manufacturers ("**Manufacturers**") or related services performed by such Manufacturers ("**Manufacturer Services**") that are expressly identified on the quotation form to which this Addendum is attached ("**Quote**"); provided, however, that Vendor shall not be relieved of its indemnification or reimbursement obligations under this Section 6 to the extent that any claim, loss, or damage arises from Vendor's failure to properly perform professional or managed services related to any such Products or Manufacturer Services.

7. **Limitation of Liability.** Any limitation of liability contained in Vendor Documents shall not apply to claims arising from indemnification obligations pursuant to Section 6 above. Town does not agree to limitations that conflict with Wyoming law.

8. **Data Privacy and Confidentiality.**

- A. Vendor acknowledges that all data stored, processed, or transmitted under the Vendor Documents and this Addendum, including but not limited to personally identifiable information ("PII"), criminal justice information, law enforcement sensitive data, and any other confidential or regulated information ("**Town Data**"), is confidential and shall be handled by Vendor in strict accordance with this Addendum and all applicable privacy, data protection, and information security laws, regulations, and standards. Vendor shall not access, use, disclose, or process Town Data except as necessary to perform its obligations under this Addendum or as expressly authorized in writing by Town, or as required by law.
- B. Vendor represents and warrants that it shall comply with all applicable international, federal, state and local laws, regulations, directives and standards relating to data protection, privacy, confidentiality, and information security, including, but not limited to, General Data Protection Regulation, NIST (National Institute of Standards and Technology), and Federal Bureau of Investigation (FBI) Criminal Justice Information Services (CJIS) Security Policy.
- C. Vendor shall, in connection with the performance of professional and managed services by Vendor, implement and maintain appropriate administrative, technical, and physical safeguards designed to protect Town Data against unauthorized access, disclosure, alteration, loss, or destruction. Such safeguards shall be no less rigorous than those required by applicable law and shall be consistent with industry best practices for handling sensitive law enforcement and governmental data.
- D. Vendor shall promptly notify Town, and in no event later than twenty-four hours after becoming aware of any actual or suspected data breach, security incident, or unauthorized access involving Town Data. Notification shall include all information reasonably necessary for Town to comply with applicable breach notification laws, including those specific to law enforcement or government agencies.
- E. In the event of a Cyber Security Incident, Vendor will reasonably cooperate with Town, including granting access to Vendor's systems as necessary, to reduce impact and determine the cause and scope of the incident. "Cyber Security Incident" means a violation or imminent threat of violation of cyber security policies, acceptable use policies, or standard cyber security practices which results in misuse, damage, denial of service, compromise of integrity, or loss of confidentiality of a network, computer, application, or data.

9. **No Security Interest or Lien.** Vendor acknowledges that Town is a public entity and lacks authority to grant liens or security interests except as expressly authorized by law. Town does not grant Vendor any lien, security interest, or purchase money security interest in any goods, software, equipment, or other municipal property. Vendor is not authorized to file any financing statement or similar notice. Any provision in Vendor Documents to the contrary is void and of no force or effect.
10. **Third-Party Products and Terms.** Vendor may provide Products or Manufacturer Services supplied by third parties. No third-party terms and conditions shall be incorporated by reference or binding upon Town unless (i) the applicable Products or Manufacturer Services are expressly identified in the Quote and (ii) the specific terms and conditions are provided at <https://anm.com/eulas-and-product-warranties/> (“**Manufacturer’s Terms**”). Nothing in any Manufacturer’s Terms shall be construed as a waiver of Town’s governmental immunities, statutory protections, or obligations under applicable public records, procurement, or appropriation laws. In the event of any conflict between this Addendum and any Manufacturer’s Terms, as between Town and Vendor, this Addendum shall control.
11. **Warranties.** Product warranties and warranties for Manufacturer Services are provided by the applicable Manufacturer in the Manufacturer’s Terms. Vendor shall reasonably cooperate with Town to pass through the benefit of each such Manufacturer warranty to Town, and to assist Town in making warranty claims. With respect to professional and managed services performed by Vendor, Vendor warrants that all such services shall conform to agreed specifications and documentation; be performed in a professional and workmanlike manner; be free from material defects; and not infringe upon the intellectual property rights of any third party. Any disclaimer of warranties inconsistent with this section is rejected.
12. **Tax Exemption.** Town is a political subdivision of the State of Wyoming and is exempt from all state and local sales, use and excise taxes. Vendor shall not charge Town any such taxes.
13. **Public Records.** Any and all documents submitted to the Town of Jackson may be deemed a public record under the Wyoming Public Records Act, and thereby subject to examination and inspection by third parties.
14. **Audit Rights.** Vendor shall maintain all records, books, and documents relating to this Addendum, Vendor Documents and any payments received hereunder. Upon reasonable notice, Town, its auditors, or other authorized governmental representatives shall have the right to inspect, review, and copy such records for the purpose of verifying compliance with the terms of this Addendum, Vendor Documents and applicable laws. Vendor shall cooperate with all reasonable requests in connection with such audits.
15. **Insurance.** Vendor shall maintain, at its own expense, commercially reasonable insurance coverage, including: Commercial General Liability, Professional Liability / Technology Errors & Omissions and Cyber Liability. Proof of insurance shall be provided upon request.
16. **Assignment and Subcontracting.** Vendor may not assign, transfer, or subcontract its obligations without the prior written consent of Town, which shall not be unreasonably withheld.
17. **Termination for Convenience.** Town may terminate the agreement with Vendor for professional or managed services to be performed by Vendor for convenience upon written notice, except to the extent specifically agreed otherwise by Town in any Vendor Documents executed by Town in connection with the Quote. In such event, Town shall be liable only for professional or managed services performed by Vendor and accepted by Town prior to termination.

18. **No Waiver of Governmental Immunity.** Town does not waive its governmental immunity by entering into this Addendum, and fully retains all immunities and defenses provided by law with respect to any action based on or arising out of this Addendum and the Vendor Documents.
19. **Entire Agreement as Modified.** This Addendum modifies and supplements Vendor Documents and constitutes binding terms upon Vendor's acceptance of any purchase order or payment issued by Town.



IN WITNESS WHEREOF the parties have caused this Addendum to be executed by their duly authorized representatives and effective as of the last date signed by the parties below.

**TOWN OF JACKSON,**

A municipal corporation of the State of Wyoming

\_\_\_\_\_  
By: Arne O. Jorgensen, Mayor

\_\_\_\_\_  
ATTEST: Riley Hovorka, Town Clerk

Date: \_\_\_\_\_

**ADVANCED NETWORK MANAGEMENT, INC.,**

a \_\_\_\_\_ corporation

By: \_\_\_\_\_

Name/Title: \_\_\_\_\_

Date: \_\_\_\_\_



Advanced Network Management, Inc  
304 Inverness Way S #400  
Englewood, Colorado 80112

James Voorhies  
307-228-5510  
james.voorhies@anm.com

Town of Jackson  
150 East Pearl Avenue  
Jackson, WY 83001

Jason Wright  
(307) 734-3464  
jwright@jacksonwy.gov

Quote #: 471992489-Detailed  
2025-11 - Town of Jackson - 2026 Cisco Smartnet Renewal

|                  |               |                      |                |                   |                 |             |                        |            |            |     |                   | Quote Date           |                  | November 11, 2025   |          |
|------------------|---------------|----------------------|----------------|-------------------|-----------------|-------------|------------------------|------------|------------|-----|-------------------|----------------------|------------------|---------------------|----------|
|                  |               |                      |                |                   |                 |             |                        |            |            |     |                   | Quote Expiration     |                  | December 11, 2025   |          |
| Part Number      | Serial Number | Last Date of Support | Smartnet Level | Support Sku       | Instance Number | Major/Minor | Parent Instance Number | Begin Date | End Date   | Qty | Annual List Price | Pro-Rated List Price | Discounted Price | Extended Dis. Price |          |
| C8200-1N-4T      | FIC27511870   |                      | SNT            | CON-SNT-C82001N4  | 5874110775      | MAJOR       | 5874110775             | 12/22/2026 | 02/21/2027 | 1   | \$ 463.00         | \$ 78.65             | \$ 66.85         | \$ 66.85            |          |
| CISCO 800 SDWAN  | SUB1699421    |                      |                | DNA-P-TO-A-1M     |                 | MINOR       | SV-IN-0001             | 12/24/2026 | 02/21/2027 | 1   | \$ 141.67         | \$ 274.20            | \$ 170.00        | \$ 170.00           |          |
| SVS-PSTL1-TO-A1M | SUB1699421    |                      |                | SVS-PSTL1-TO-A1M  |                 | MINOR       | SV-IN-0001             | 12/24/2026 | 02/21/2027 | 1   | \$ 21.25          | \$ 41.13             | \$ 34.96         | \$ 34.96            |          |
| CP-8800-V-KEM=   | FVH28301VN1   | 7/31/2030            | SNT            | CON-SNT-P8EEM0E8  | 5962936003      | MAJOR       | 5962936003             | 02/22/2026 | 02/21/2027 | 1   | \$ 40.36          | \$ 40.36             | \$ 34.31         | \$ 34.31            |          |
| CP-8800-V-KEM=   | FVH28301VWM   | 7/31/2030            | SNT            | CON-SNT-P8EEM0E8  | 5962936022      | MAJOR       | 5962936022             | 02/22/2026 | 02/21/2027 | 1   | \$ 40.36          | \$ 40.36             | \$ 34.31         | \$ 34.31            |          |
| CP-8800-V-KEM=   | FVH28301W48   | 7/31/2030            | SNT            | CON-SNT-P8EEM0E8  | 5962936034      | MAJOR       | 5962936034             | 02/22/2026 | 02/21/2027 | 1   | \$ 40.36          | \$ 40.36             | \$ 34.31         | \$ 34.31            |          |
| CP-8800-V-KEM=   | FVH284128KW   | 7/31/2030            | SNT            | CON-SNT-P8EEM0E8  | 5971096920      | MAJOR       | 5971096920             | 02/22/2026 | 02/21/2027 | 1   | \$ 40.36          | \$ 40.36             | \$ 34.31         | \$ 34.31            |          |
| CP-8800-V-KEM=   | FVH284128P6   | 7/31/2030            | SNT            | CON-SNT-P8EEM0E8  | 5971096935      | MAJOR       | 5971096935             | 02/22/2026 | 02/21/2027 | 1   | \$ 40.36          | \$ 40.36             | \$ 34.31         | \$ 34.31            |          |
| CP-8800-V-KEM=   | FVH284128QU   | 7/31/2030            | SNT            | CON-SNT-P8EEM0E8  | 5971096940      | MAJOR       | 5971096940             | 02/22/2026 | 02/21/2027 | 1   | \$ 40.36          | \$ 40.36             | \$ 34.31         | \$ 34.31            |          |
| CP-8865-K9=      | FVH28402R6N   | 7/31/2030            | SNT            | CON-SNT-P8TK96T9  | 5964207132      | MAJOR       | 5964207132             | 02/22/2026 | 02/21/2027 | 1   | \$ 67.00          | \$ 67.00             | \$ 56.95         | \$ 56.95            |          |
| CP-8865-K9=      | FVH28402RND   | 7/31/2030            | SNT            | CON-SNT-P8TK96T9  | 5964207144      | MAJOR       | 5964207144             | 02/22/2026 | 02/21/2027 | 1   | \$ 67.00          | \$ 67.00             | \$ 56.95         | \$ 56.95            |          |
| CP-8865-K9=      | FVH28402Q8R   | 7/31/2030            | SNT            | CON-SNT-P8TK96T9  | 5964207171      | MAJOR       | 5964207171             | 02/22/2026 | 02/21/2027 | 1   | \$ 67.00          | \$ 67.00             | \$ 56.95         | \$ 56.95            |          |
| DP-9800-KEM=     | FVH29340TJF   |                      | SNT            | CON-SNT-DP9KE8MA  | 6056306381      | MAJOR       | 6056306381             | 11/05/2026 | 02/21/2027 | 1   | \$ 49.00          | \$ 14.63             | \$ 12.44         | \$ 12.44            |          |
| DP-9800-KEM=     | FVH29340TJM   |                      | SNT            | CON-SNT-DP9KE8MA  | 6056306382      | MAJOR       | 6056306382             | 11/05/2026 | 02/21/2027 | 1   | \$ 49.00          | \$ 14.63             | \$ 12.44         | \$ 12.44            |          |
| DP-9800-KEM=     | FVH29340TL7   |                      | SNT            | CON-SNT-DP9KE8MA  | 6056306383      | MAJOR       | 6056306383             | 11/05/2026 | 02/21/2027 | 1   | \$ 49.00          | \$ 14.63             | \$ 12.44         | \$ 12.44            |          |
| DP-9800-KEM=     | FVH29340TQB   |                      | SNT            | CON-SNT-DP9KE8MA  | 6056306384      | MAJOR       | 6056306384             | 11/05/2026 | 02/21/2027 | 1   | \$ 49.00          | \$ 14.63             | \$ 12.44         | \$ 12.44            |          |
| DP-9800-KEM=     | FVH29340TSD   |                      | SNT            | CON-SNT-DP9KE8MA  | 6056306385      | MAJOR       | 6056306385             | 11/05/2026 | 02/21/2027 | 1   | \$ 49.00          | \$ 14.63             | \$ 12.44         | \$ 12.44            |          |
| DP-9800-KEM=     | FVH29340TS1   |                      | SNT            | CON-SNT-DP9KE8MA  | 6056306386      | MAJOR       | 6056306386             | 11/05/2026 | 02/21/2027 | 1   | \$ 49.00          | \$ 14.63             | \$ 12.44         | \$ 12.44            |          |
| DP-9861-K9=      | FVH29340MQM   |                      | SNT            | CON-SNT-DP9861K9  | 6045172872      | MAJOR       | 6045172872             | 10/18/2026 | 02/21/2027 | 1   | \$ 56.00          | \$ 19.48             | \$ 16.56         | \$ 16.56            |          |
| DP-9861-K9=      | FVH29340NU4   |                      | SNT            | CON-SNT-DP9861K9  | 6045172998      | MAJOR       | 6045172998             | 10/18/2026 | 02/21/2027 | 1   | \$ 56.00          | \$ 19.48             | \$ 16.56         | \$ 16.56            |          |
| UCSC-C220-M7S    | WZP274207Q5   |                      | SNTP           | CON-SNTP-UCSCUC27 | 5869212712      | MAJOR       | 5869212712             | 12/01/2026 | 02/21/2027 | 1   | \$ 1,123.00       | \$ 255.37            | \$ 217.06        | \$ 217.06           |          |
| UCSC-C220-M7S    | WZP274207S1   |                      | SNTP           | CON-SNTP-UCSCUC27 | 5869212736      | MAJOR       | 5869212736             | 12/01/2026 | 02/21/2027 | 1   | \$ 1,123.00       | \$ 255.37            | \$ 217.06        | \$ 217.06           |          |
| UCSC-C220-M7S    | WZP274207RY   |                      | SNTP           | CON-SNTP-UCSCUC27 | 5869212742      | MAJOR       | 5869212742             | 12/01/2026 | 02/21/2027 | 1   | \$ 1,123.00       | \$ 255.37            | \$ 217.06        | \$ 217.06           |          |
| UCSC-C220-M7S    | WZP274207RX   |                      | SNTP           | CON-SNTP-UCSCUC27 | 5869212753      | MAJOR       | 5869212753             | 12/01/2026 | 02/21/2027 | 1   | \$ 1,123.00       | \$ 255.37            | \$ 217.06        | \$ 217.06           |          |
|                  |               |                      |                |                   |                 |             |                        |            |            |     |                   | Sub-Total            |                  | \$                  | 1,624.52 |
|                  |               |                      |                |                   |                 |             |                        |            |            |     |                   | Estimated Taxes      |                  | \$                  | -        |
|                  |               |                      |                |                   |                 |             |                        |            |            |     |                   | Shipping Costs       |                  | \$                  | -        |
|                  |               |                      |                |                   |                 |             |                        |            |            |     |                   | Grand Total          |                  | \$                  | 1,624.52 |

#### Terms and conditions

Quote valid for 30 days. ANM reserves the right to cancel quotes and/or orders in the event of pricing or other errors.

Taxes and Shipping costs are estimates and Customer agrees to pay the actual tax and shipping costs due as listed on the applicable invoice. Customer agrees to supplement their PO issued to ANM if necessary to authorize payment of actual invoiced taxes and shipping cost. NTTC required for non-taxable sales.

Amounts shown for Consumption-based products and services are estimates only, and Customer agrees to pay for invoiced amounts based on actual consumption.

Customer agrees to supplement their PO issued to ANM as necessary to authorize payment of actual consumption-based costs.

Expedited shipping is subject to an additional charge.

Quote is subject to the attached ANM Terms and Conditions. All software and/or hardware is subject to manufacturer terms and conditions.

Subscription fees are non-refundable and payment obligations are non-cancelable and non-negotiable, except where prohibited by law.

Credit card payments will be subject to a 3% surcharge, which is not greater than our total cost of accepting credit cards and is not applied to debit card payments.

By signing below, I represent that I am permitted to sign for the above-named entity and hereby authorize ANM to order products and/or perform services in accordance with the terms and conditions of this quote.

Customer Signature \_\_\_\_\_ Date \_\_\_\_\_

Customer Name (Printed) \_\_\_\_\_ Title \_\_\_\_\_





## Terms and Conditions

These Terms and Conditions ("Agreement") apply to hardware and software (collectively, "Products") and services ("Services") that you ("Customer") purchase from Advanced Network Management, Inc. or its affiliates (collectively, "ANM"). Products that are manufactured by third-party vendors ("Manufacturers") and associated Services provided by such Manufacturers may be subject to additional terms which are available at <https://anm.com/eulas-and-product-warranties/> ("Manufacturer's Terms") and incorporated into this Agreement by reference. Customer accepts this Agreement unless it has a separate signed agreement in which case that separate agreement will take precedence with the exception of the Manufacturer's Terms.

**1. ORDERS.** Customer may purchase Products and/or Services from ANM by signing an ANM-provided quote ("Quote"), issuing a purchase order in response to a Quote, or as otherwise agreed by ANM in writing including, without limitation, in a Statement of Work (collectively, "Orders").

**2. TERM.** If Products or Services are provided on a subscription basis, ANM shall provide them from the initial date and for the period listed in the Order ("Initial Term"). Products or Services subject to a term that exceeds 12-months (e.g. 3-year subscription) ("Multi-Year Subscriptions") are non-cancelable and non-refundable unless Customer is a government entity subject to non-appropriation of funds. ANM reserves discretion to divide the payment for a Multi-Year Subscription into several payments as a convenience for Customer. Following the Initial Term, the Products or Services will automatically renew for a term equivalent in length to the then-expiring term ("Renewal Term") unless notice is provided to ANM at least 30 days prior to the end of the current term. Any Customer that is a government entity subject to non-appropriation of funds may terminate Products or Services that are subject to a Renewal Term by providing ANM notice at any time prior to the start of the Renewal Term.

**3. PRICE.** Prices provided on a Quote are subject to change without notice. Applicable taxes will be added to all prices unless a proper tax exemption certificate is provided to ANM at the time an Order is placed.

**4. PAYMENT.** Payment is due 30 days from invoice date unless ANM expressly agrees otherwise in writing. A service charge of 1.5% per month may be added to all past due balances until collected. Customer agrees to pay to ANM all costs and expenses incurred by ANM with respect to recovering any undisputed amount owed to it under this Agreement including, but not limited to, reasonable attorneys' fees and costs.

**5. SHIPPING.** ANM has sole discretion in selecting a carrier for orders. If Customer requests expedited shipping, then it agrees that ANM is authorized to upgrade the shipping and may bill Customer for all additional shipping charges. Risk of loss or damage to Products will pass upon ANM's surrender of the Products to the transportation provider (F.O.B. Shipping Point). ANM is not liable for any delays in delivery or for partial or early deliveries. Transportation charges will be in accordance with ANM's shipping policy at the time of shipment. Claims for Product damage or loss in transit on shipments made by a common carrier must be made by the Customer to the common carrier and in accordance with the terms of the common carrier. For deliveries made by ANM personnel, claims for shortages or damages to Products must be made to ANM within five (5) days of the delivery date. If Customer fails to notify ANM within the five (5) day period, the Products will be deemed accepted.

**6. PRODUCT RETURNS; RMA.** Products are non-returnable and the prices and fees associated therewith will be non-refundable except as permitted in this Section. Customer may return erroneously shipped Products or Products that the Manufacturer authorizes for return through its Return Merchandise Authorization process ("RMA"). Products damaged after shipment may not be returned. Customer is responsible for complying with all Manufacturer return requirements and Customer agrees that any return may be subject to an ANM restocking fee plus shipping costs which it authorizes ANM to offset against any amounts to be credited to Customer's ANM account. If Customer has not yet paid for the Product(s), ANM may invoice Customer for the restocking fee.

**7. SECURITY INTEREST.** Customer agrees that ANM shall have a purchase money security interest in all Products supplied to Customer by ANM under this Agreement until all payments due ANM for said Products are paid in full. ANM shall have the right to file in any state or local jurisdiction such financing statements as ANM deems necessary to perfect its purchase money security interest hereunder. Upon request by ANM, Customer hereby agrees to execute all documents necessary to secure ANM's purchase money security interest. Customer also agrees that this Agreement may be filed by ANM in any state or local jurisdiction as a financing statement (or as other evidence of ANM's purchase money security interest).

**8. WARRANTIES.** Customer represents and warrants that: (a) employees and agents placing orders on its behalf are duly authorized to commit Customer; (b) it will comply with the applicable Manufacturer's Terms; and (c) it will comply with applicable laws and regulations (including those pertaining to export control) related to its receipt and use of the Products and Services. Product warranties and warranties for Services performed by the Manufacturer (if any) are provided by the Manufacturer. To the extent authorized, ANM shall pass through to Customer any transferable warranties and indemnifications with respect to Products and Services performed by Manufacturers, which shall be Customer's sole and exclusive remedy relating to such Products and Services. With respect to Services performed by ANM, such Services shall be performed in a diligent, professional and workmanlike manner conforming to the requirements of the applicable Order. WITH THE EXCEPTION OF THE FOREGOING, ANM DISCLAIMS ANY AND ALL WARRANTIES, WHETHER EXPRESS OR IMPLIED, INCLUDING, BUT NOT LIMITED TO, ANY IMPLIED WARRANTIES OF MERCHANTABILITY, TITLE, FITNESS FOR A PARTICULAR PURPOSE, AND NON-INFRINGEMENT.

**9. INDEMNIFICATION.** Unless prohibited by law, Customer will indemnify, hold harmless, and defend ANM and its affiliates, its officers, directors, employees, successors, and assigns from and against any and all damages, costs, and expenses (including reasonable attorneys' fees, expenses, and costs) incurred in connection with any third party claims, demands, suits, or proceedings relating to this Agreement.

**10. LIMITATION OF LIABILITY.** TO THE MAXIMUM EXTENT PERMITTED BY APPLICABLE LAW AND REGARDLESS OF WHETHER ANY REMEDY FAILS OF ITS ESSENTIAL PURPOSE AND REGARDLESS OF WHAT CAUSE OF ACTION (INCLUDING NEGLIGENCE) OR CLAIM FOR RELIEF IS ASSERTED: (A) IN NO EVENT WILL EITHER PARTY OR ITS OFFICERS, DIRECTORS, EMPLOYEES, SUCCESSORS, ASSIGNS, OR AFFILIATES BE LIABLE TO THE OTHER PARTY OR ANY OTHER PERSON FOR ANY INDIRECT, INCIDENTAL, CONSEQUENTIAL, PUNITIVE, OR OTHER SPECIAL DAMAGES; (B) THE ONLY LIABILITY ANM WILL HAVE WITH RESPECT TO PRODUCTS PROVIDED UNDER THIS AGREEMENT AND SERVICES PERFORMED BY MANUFACTURERS WILL BE THE PRODUCT RETURN RIGHTS DESCRIBED HEREIN; AND (C) THE MAXIMUM LIABILITY OF ANM WITH RESPECT TO SERVICES PERFORMED BY ANM SHALL BE LIMITED TO THE AMOUNT OF FEES PAID BY CUSTOMER TO ANM FOR SUCH SERVICES DURING THE TWELVE (12) MONTHS PRIOR TO THE FIRST EVENT OR OCCURRENCE GIVING RISE TO THE CLAIM.

**11. DISPUTES.** The enforcement and interpretation of, and all claims or disputes arising out of or related to this Agreement shall be governed by the procedural and substantive laws of the State of New Mexico, including its statute of limitations, without regard to conflict of laws principles that would cause the application of another jurisdiction's laws to apply. If a dispute arises out of or relates to this Agreement, or the performance or breach thereof, the parties agree first to try in good faith to settle the dispute by negotiation before proceeding to litigation.

**12. NOTICES.** Any notice, demand, or request required or permitted to be given under this Agreement must be in writing and sent to the parties at the addresses set forth below via hand delivery, overnight courier, or certified or registered U.S. mail. Notices are effective upon receipt. Customer notices shall be sent to the most recent billing address on file with ANM. ANM notices shall be sent to: Advanced Network Management, Inc., ATTN: In-House Counsel, 304 Inverness Way S, Suite 400, Englewood, CO 80112

**13. SEVERABILITY.** Any provision in this Agreement that is held by a court of competent jurisdiction to be unenforceable shall be modified by said court and interpreted to best accomplish the original provision to the fullest extent permitted by law. The remaining provisions of this Agreement shall remain in effect.

**14. ENTIRE AGREEMENT.** This Agreement, together with any Order, constitutes the entire agreement, and supersedes any and all prior agreements between the parties with regard to the subject matter hereof. Issuance of a purchase order responsive to a Quote shall constitute an agreement to this Agreement. Any boilerplate terms included on any such purchase order are expressly rejected and are not part of this Agreement unless prohibited by law.

## MUNICIPAL TERMS AND CONDITIONS ADDENDUM

This Municipal Terms and Conditions Addendum (“**Addendum**”) is incorporated into and made part of any quotation, invoice, order form, statement of work, purchase order, standard terms and conditions or similar document (collectively, the “**Vendor Documents**”) issued by Advanced Network Management, Inc. or its affiliates (“**Vendor**”) and accepted by the Town of Jackson, Wyoming, a Wyoming municipal corporation (“**Town**”).

1. **Order of Precedence.** This Addendum supersedes and controls over any conflicting terms contained in Vendor Documents. In the event of any conflict between the Vendor Documents and this Addendum, the following order of precedence shall apply:
  - a. this Addendum;
  - b. Town’s purchase order or written agreement signed by an authorized official;
  - c. any applicable statement of work expressly approved by Town; and
  - d. Vendor’s standard Terms and Conditions
2. **Delivery.** Delivery shall be FOB destination, freight prepaid and allowed. Town is relying on the promised delivery date as material to and basic to Town’s acceptance. If Vendor fails to deliver or perform as and when promised, Town, in its sole discretion, may cancel its order, or any part thereof, without prejudice to its other rights, return all or part of any shipment so made, and charge Vendor with any loss or expense sustained as a result of such failure to deliver or perform as promised. Time is of the essence.
3. **Acceptance of Terms.** Payment by Town shall not constitute acceptance of any Vendor terms not expressly agreed to in writing by Town. Vendor acknowledges that Town may only be bound by contracts approved and executed in accordance with Wyoming law and municipal policy.
4. **Governing Law and Venue.** This Addendum 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 Agreement, 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.
5. **Non-Appropriation.** Town’s payment obligations are subject to annual appropriation by its governing body. In the event sufficient funds are not appropriated, Town may terminate the agreement without penalty or further obligation.
6. **Indemnification for Services Performed by Vendor.** To the extent permitted by Wyoming law, Vendor shall indemnify, defend, and hold harmless Town, its officers, employees, and elected officials from and against any and all third party claims, damages, liabilities, losses, and expenses arising out of or related to (i) Vendor’s negligence or willful misconduct in performing professional or managed services by Vendor; (ii) Vendor’s breach of the agreement; (iii) infringement by Vendor of any intellectual property right in performing professional or managed services by Vendor; or (iv) any data breach, security incident, unauthorized access, loss, disclosure or compromise of Town Data (defined below) to the extent caused by Vendor, or arising from Vendor’s failure to comply with its obligations, in performing professional or managed services. In addition to the foregoing third-party indemnification obligations, Vendor shall be responsible for, and reimburse Town for first-party costs incurred by Town arising out

of any data breach or security incident to the extent caused by Vendor, or Vendor's failure to comply with its obligations under the Vendor Documents and this Addendum, in performing professional or managed services. Nothing herein shall be construed as requiring Town to indemnify Vendor or waive governmental immunity. For the avoidance of doubt, Vendor shall have no indemnification obligations pursuant to this Section 6 with respect to its sales to Town of hardware or software ("Products") manufactured by third party manufacturers ("**Manufacturers**") or related services performed by such Manufacturers ("**Manufacturer Services**") that are expressly identified on the quotation form to which this Addendum is attached ("**Quote**"); provided, however, that Vendor shall not be relieved of its indemnification or reimbursement obligations under this Section 6 to the extent that any claim, loss, or damage arises from Vendor's failure to properly perform professional or managed services related to any such Products or Manufacturer Services.

**7. Limitation of Liability.** Any limitation of liability contained in Vendor Documents shall not apply to claims arising from indemnification obligations pursuant to Section 6 above. Town does not agree to limitations that conflict with Wyoming law.

**8. Data Privacy and Confidentiality.**

- A. Vendor acknowledges that all data stored, processed, or transmitted under the Vendor Documents and this Addendum, including but not limited to personally identifiable information ("PII"), criminal justice information, law enforcement sensitive data, and any other confidential or regulated information ("**Town Data**"), is confidential and shall be handled by Vendor in strict accordance with this Addendum and all applicable privacy, data protection, and information security laws, regulations, and standards. Vendor shall not access, use, disclose, or process Town Data except as necessary to perform its obligations under this Addendum or as expressly authorized in writing by Town, or as required by law.
- B. Vendor represents and warrants that it shall comply with all applicable international, federal, state and local laws, regulations, directives and standards relating to data protection, privacy, confidentiality, and information security, including, but not limited to, General Data Protection Regulation, NIST (National Institute of Standards and Technology), and Federal Bureau of Investigation (FBI) Criminal Justice Information Services (CJIS) Security Policy.
- C. Vendor shall, in connection with the performance of professional and managed services by Vendor, implement and maintain appropriate administrative, technical, and physical safeguards designed to protect Town Data against unauthorized access, disclosure, alteration, loss, or destruction. Such safeguards shall be no less rigorous than those required by applicable law and shall be consistent with industry best practices for handling sensitive law enforcement and governmental data.
- D. Vendor shall promptly notify Town, and in no event later than twenty-four hours after becoming aware of any actual or suspected data breach, security incident, or unauthorized access involving Town Data. Notification shall include all information reasonably necessary for Town to comply with applicable breach notification laws, including those specific to law enforcement or government agencies.
- E. In the event of a Cyber Security Incident, Vendor will reasonably cooperate with Town, including granting access to Vendor's systems as necessary, to reduce impact and determine the cause and scope of the incident. "Cyber Security Incident" means a violation or imminent threat of violation of cyber security policies, acceptable use policies, or standard cyber security practices which results in misuse, damage, denial of service, compromise of integrity, or loss of confidentiality of a network, computer, application, or data.

9. **No Security Interest or Lien.** Vendor acknowledges that Town is a public entity and lacks authority to grant liens or security interests except as expressly authorized by law. Town does not grant Vendor any lien, security interest, or purchase money security interest in any goods, software, equipment, or other municipal property. Vendor is not authorized to file any financing statement or similar notice. Any provision in Vendor Documents to the contrary is void and of no force or effect.
10. **Third-Party Products and Terms.** Vendor may provide Products or Manufacturer Services supplied by third parties. No third-party terms and conditions shall be incorporated by reference or binding upon Town unless (i) the applicable Products or Manufacturer Services are expressly identified in the Quote and (ii) the specific terms and conditions are provided at <https://anm.com/eulas-and-product-warranties/> (“**Manufacturer’s Terms**”). Nothing in any Manufacturer’s Terms shall be construed as a waiver of Town’s governmental immunities, statutory protections, or obligations under applicable public records, procurement, or appropriation laws. In the event of any conflict between this Addendum and any Manufacturer’s Terms, as between Town and Vendor, this Addendum shall control.
11. **Warranties.** Product warranties and warranties for Manufacturer Services are provided by the applicable Manufacturer in the Manufacturer’s Terms. Vendor shall reasonably cooperate with Town to pass through the benefit of each such Manufacturer warranty to Town, and to assist Town in making warranty claims. With respect to professional and managed services performed by Vendor, Vendor warrants that all such services shall conform to agreed specifications and documentation; be performed in a professional and workmanlike manner; be free from material defects; and not infringe upon the intellectual property rights of any third party. Any disclaimer of warranties inconsistent with this section is rejected.
12. **Tax Exemption.** Town is a political subdivision of the State of Wyoming and is exempt from all state and local sales, use and excise taxes. Vendor shall not charge Town any such taxes.
13. **Public Records.** Any and all documents submitted to the Town of Jackson may be deemed a public record under the Wyoming Public Records Act, and thereby subject to examination and inspection by third parties.
14. **Audit Rights.** Vendor shall maintain all records, books, and documents relating to this Addendum, Vendor Documents and any payments received hereunder. Upon reasonable notice, Town, its auditors, or other authorized governmental representatives shall have the right to inspect, review, and copy such records for the purpose of verifying compliance with the terms of this Addendum, Vendor Documents and applicable laws. Vendor shall cooperate with all reasonable requests in connection with such audits.
15. **Insurance.** Vendor shall maintain, at its own expense, commercially reasonable insurance coverage, including: Commercial General Liability, Professional Liability / Technology Errors & Omissions and Cyber Liability. Proof of insurance shall be provided upon request.
16. **Assignment and Subcontracting.** Vendor may not assign, transfer, or subcontract its obligations without the prior written consent of Town, which shall not be unreasonably withheld.
17. **Termination for Convenience.** Town may terminate the agreement with Vendor for professional or managed services to be performed by Vendor for convenience upon written notice, except to the extent specifically agreed otherwise by Town in any Vendor Documents executed by Town in connection with the Quote. In such event, Town shall be liable only for professional or managed services performed by Vendor and accepted by Town prior to termination.

18. **No Waiver of Governmental Immunity.** Town does not waive its governmental immunity by entering into this Addendum, and fully retains all immunities and defenses provided by law with respect to any action based on or arising out of this Addendum and the Vendor Documents.
19. **Entire Agreement as Modified.** This Addendum modifies and supplements Vendor Documents and constitutes binding terms upon Vendor's acceptance of any purchase order or payment issued by Town.

IN WITNESS WHEREOF the parties have caused this Addendum to be executed by their duly authorized representatives and effective as of the last date signed by the parties below.

**TOWN OF JACKSON,**

A municipal corporation of the State of Wyoming

\_\_\_\_\_  
By: Arne O. Jorgensen, Mayor

\_\_\_\_\_  
ATTEST: Riley Hovorka, Town Clerk

Date: \_\_\_\_\_

**ADVANCED NETWORK MANAGEMENT, INC.,**

a \_\_\_\_\_ corporation

By: \_\_\_\_\_

Name/Title: \_\_\_\_\_

Date: \_\_\_\_\_



# STAFF REPORT



|                               |                                                         |                        |                   |
|-------------------------------|---------------------------------------------------------|------------------------|-------------------|
| <b>Meeting Date:</b>          | February 2, 2025                                        | <b>Meeting Title:</b>  | Regular - Consent |
| <b>Submitting Department:</b> | Public Works                                            | <b>Presenter:</b>      | Brian Lenz        |
| <b>Agenda Item:</b>           | 139 North Cache – Browse N Buy: Encroachment (E25-0308) | <b>Public Comment:</b> | Yes               |

## Purpose & Policy Considerations.

The purpose of this item is for the Council to consider the building encroachments into the North Cache right-of-way at 139 North Cache Street, Browse N Buy.

## Recommendations.

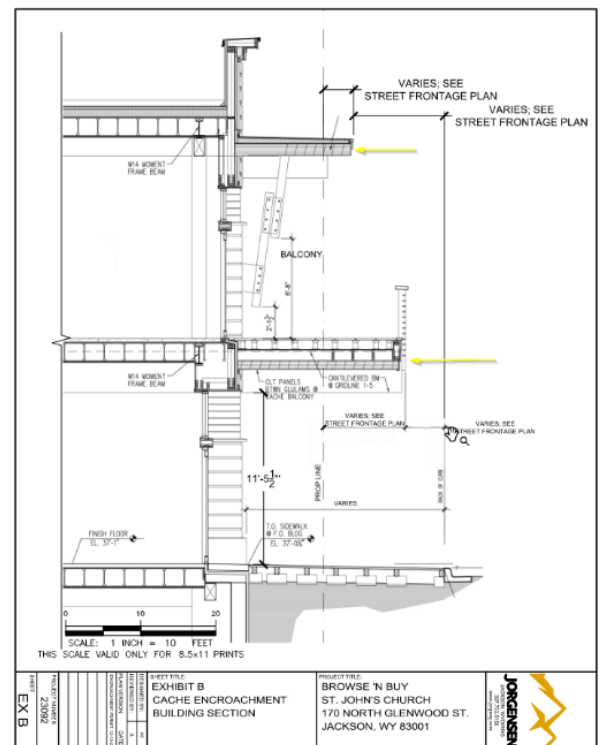
Staff recommend that the Town Council approve the building encroachments.

## Background.

The Episcopal Church in Jackson is constructing a new two-story building with a basement that will house the Browse N Buy retail, storage, and sorting space, along with the Jackson Cupboard. The old building has been demolished and this building will be constructed in its place.

In accordance with Town of Jackson Municipal Code §12.08.030 an Encroachment Agreement is required to construct or maintain private building or building foundation improvements including projections and canopies within Town right-of-way. Cache Street is also WYDOT's right-of-way. The applicant has submitted a encroachment agreement to WYDOT in accordance with WYDOT's requirements and the Town approval is conditioned on WYDOT approval. Notwithstanding the fact that the Town of Jackson requires WYDOT to approve of these encroachments first, such approval is not sufficient to guarantee the Town of Jackson's approval of the encroachments.

The encroachments are comprised of a balcony/covered walkway with a small section of architectural roof above it along the east side of the building. The balcony/covered walkway will extend approximately 5.4 feet on the south end to 5.8 feet on the north end beyond the property line on North Cache Street for a length of approximately 66 feet. Clearance above the sidewalk is approximately 11 feet. The upper architectural roof will extend 2 feet on the southern end to 2.3 feet on the northern end for a length of approximately 30 feet. See the exhibit right or attached for more detail of the encroachments. Storm drainage away from the right-of-way has been included in the canopy design.



## Analysis

The encroachments are consistent with the characteristics of this neighborhood; comply with the Town's Land Development Regulations, ordinances, construction standards, and the approved development plan (P25-038).

If approved the request for encroachment is approved by council an Encroachment Agreement will be presented to council for approval at a future meeting.

## CONDITIONS OF APPROVAL

1. WYDOT must first approve its Encroachment Permit and the Town must be provided a copy of the approval by the applicant.
2. This approval is for the encroachments as presented in this application.
3. Applicant must execute an Encroachment Agreement within one year of the motion to approve the encroachment and prior to building permit issuance.
4. Applicant shall 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 the terms, provisions, and conditions to complete the agreement and the transactions contemplated hereby.
5. The applicant shall not to erect any signs obstructing or otherwise compromising the usefulness and/or effectiveness of any traffic control devices or restricting sight distance in the vicinity.
6. The applicant shall allow the Town to use the encroachment to post street signs.

### **Possible Alternatives.**

Town Council may choose to deny the request.

### **Comprehensive Plan & Priority Alignment.**

This application supports Comp Plan *Common Value 3: Quality of Life*:

*6.2.b: Support businesses located in the community because of our lifestyle.*

This proposed development will continue to support jobs.

*6.3.a: Ensure year-round economic viability.*

The addition of more retail, storage, and sorting space will help support a vibrant, year-round retail district in the downtown.

### **Fiscal Impact.**

Fees for this project have been waived.

The fees for the project would have included an application fee of \$53, an Encroachment Request processing fee of \$637, an Encroachment Agreement Fee of \$637, and staff review time approximately \$1550; totaling \$2877.

There are no Town costs for design and construction of the encroachments.

### **Staff Impact.**

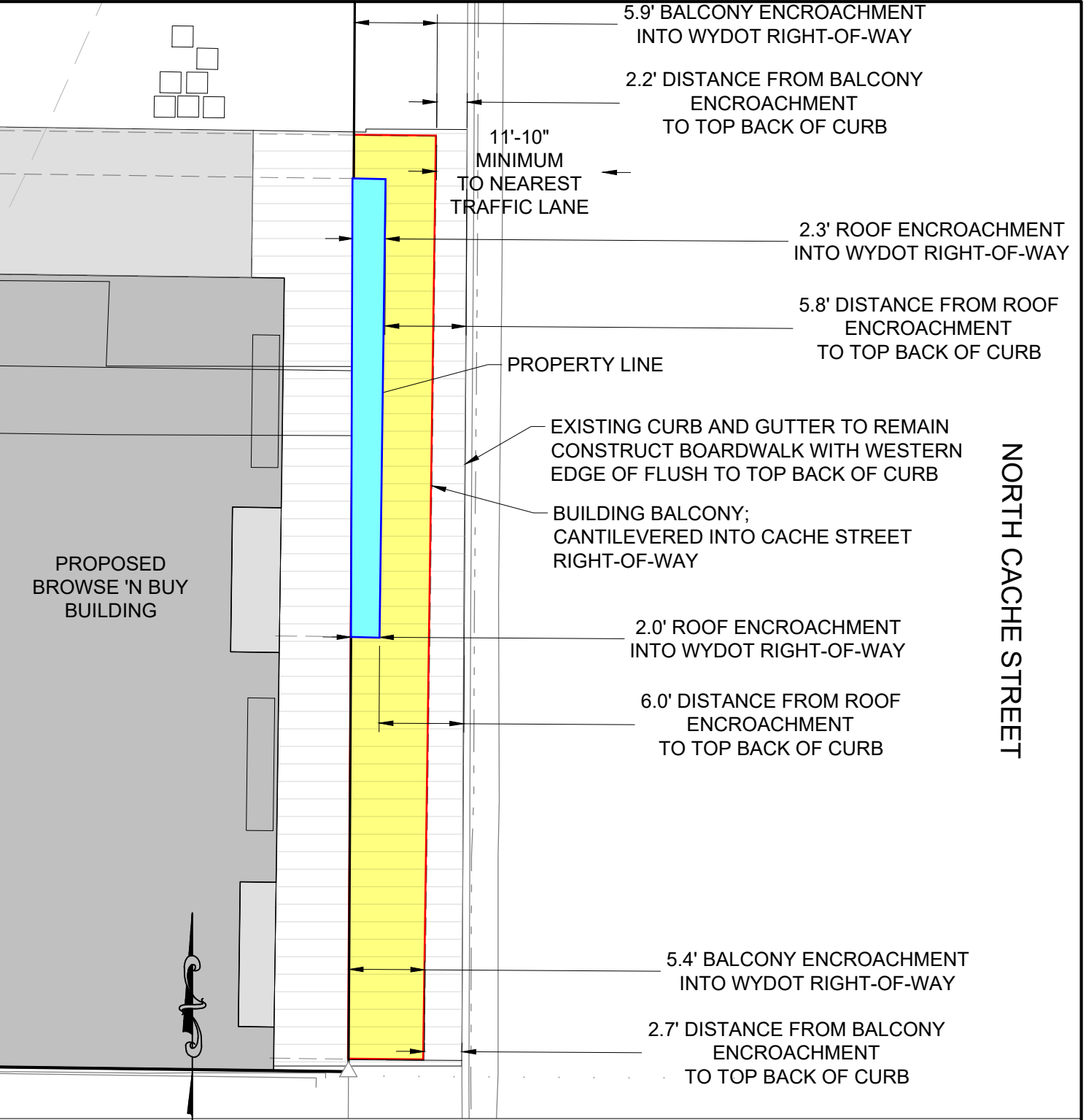
Town Planning, Legal, and Engineering staff coordinate to process and produce the encroachment agreement, 8-12 hours of staff time.

### **Attachments or Links.**

1. Encroachment Exhibits.

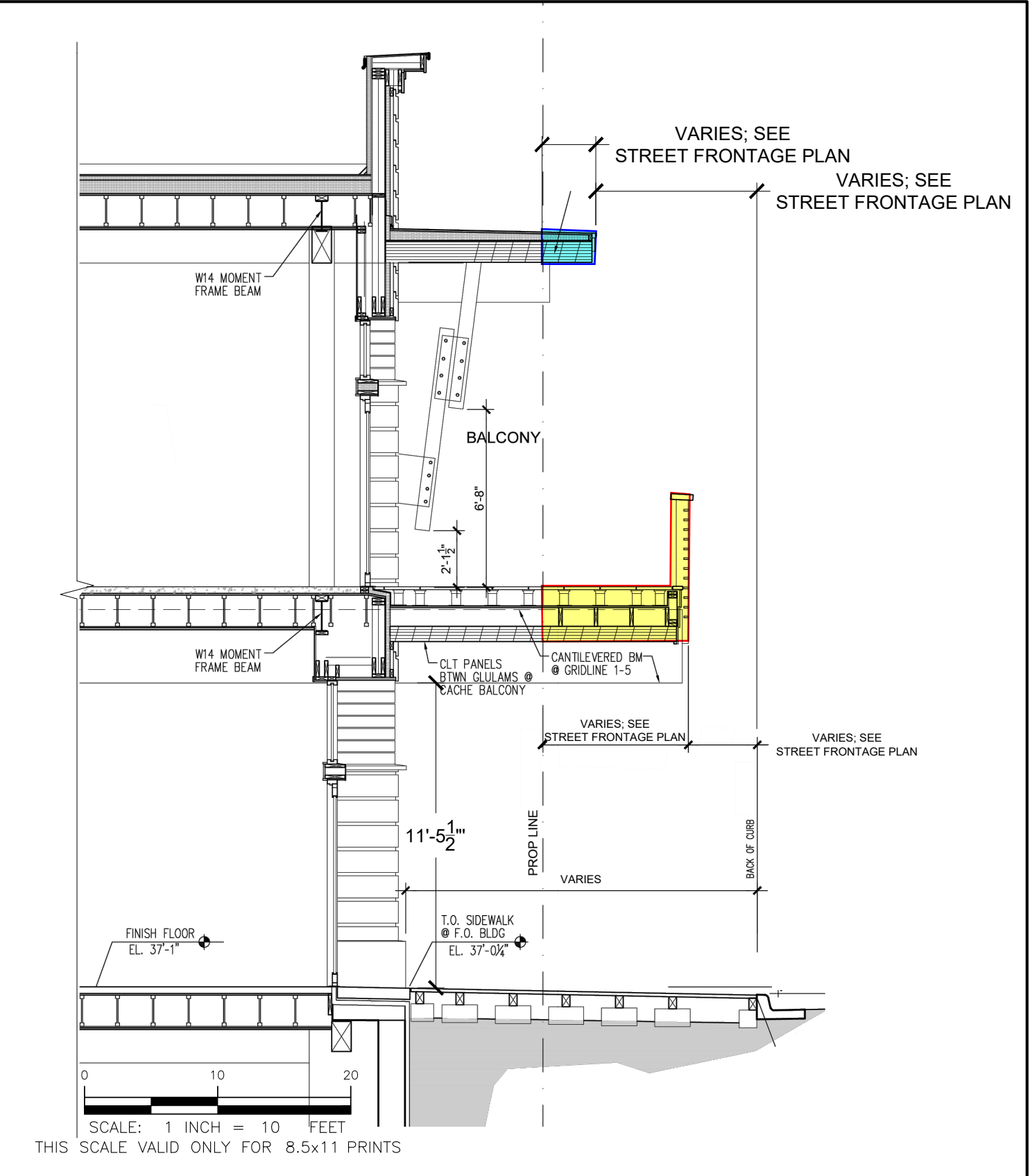
### **Suggested Motion.**

I move to approve the encroachments and direct staff to present an Encroachment Agreement for approval at a future meeting.



SCALE: 1 INCH = 10 FEET  
THIS SCALE VALID ONLY FOR 8.5x11 PRINTS

|               |                              |  |  |                                                                         |  |  |                                                                                                     |  |  |                                                                                                                                                                  |
|---------------|------------------------------|--|--|-------------------------------------------------------------------------|--|--|-----------------------------------------------------------------------------------------------------|--|--|------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| SHEET<br>EX A | PROJECT NUMBER<br>23092      |  |  | SHEET TITLE:<br>EXHIBIT A<br>CACHE ENCROACHMENT<br>STREET FRONTAGE PLAN |  |  | PROJECT TITLE:<br>BROWSE 'N BUY<br>ST. JOHN'S CHURCH<br>170 NORTH GLENWOOD ST.<br>JACKSON, WY 83001 |  |  | <br><b>JORGENSEN</b><br>JACKSON, WYOMING<br>307.733.5150<br>www.jorgeng.com |
|               | DESIGNED BY: JL              |  |  | REVIEWED BY: AS                                                         |  |  |                                                                                                     |  |  |                                                                                                                                                                  |
|               | PLAN VERSION                 |  |  | DATE                                                                    |  |  |                                                                                                     |  |  |                                                                                                                                                                  |
|               | ENCROACHMENT PERMIT 12-19-25 |  |  |                                                                         |  |  |                                                                                                     |  |  |                                                                                                                                                                  |
|               |                              |  |  |                                                                         |  |  |                                                                                                     |  |  |                                                                                                                                                                  |



|                                                                                                     |                                                                                       |                                                                                                     |  |  |  |                                                                     |  |  |  |  |  |
|-----------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------|--|--|--|---------------------------------------------------------------------|--|--|--|--|--|
| <div>JORGENSEN</div> <div>JACKSON, WYOMING</div> <div>307.733.5150</div> <div>www.jorgeng.com</div> |  | PROJECT TITLE:<br>BROWSE 'N BUY<br>ST. JOHN'S CHURCH<br>170 NORTH GLENWOOD ST.<br>JACKSON, WY 83001 |  |  |  | SHEET TITLE:<br>EXHIBIT B<br>CACHE ENCROACHMENT<br>BUILDING SECTION |  |  |  |  |  |
|                                                                                                     |                                                                                       | DESIGNED BY: AS                                                                                     |  |  |  | REVIEWED BY: JL                                                     |  |  |  |  |  |
|                                                                                                     |                                                                                       | PLAN VERSION                                                                                        |  |  |  | DATE                                                                |  |  |  |  |  |
|                                                                                                     |                                                                                       | ENCROACHMENT PERMIT 12-19-25                                                                        |  |  |  |                                                                     |  |  |  |  |  |
|                                                                                                     |                                                                                       |                                                                                                     |  |  |  |                                                                     |  |  |  |  |  |
| PROJECT NUMBER<br>23092                                                                             |                                                                                       | SHEET<br>EX B                                                                                       |  |  |  |                                                                     |  |  |  |  |  |

# STAFF REPORT



|                               |                           |                       |                                        |
|-------------------------------|---------------------------|-----------------------|----------------------------------------|
| <b>Meeting Date:</b>          | February 2, 2026          | <b>Meeting Title:</b> | Town Council Regular Meeting - Consent |
| <b>Submitting Department:</b> | Parks & Recreation        | <b>Presenter:</b>     | Andy Erskine                           |
| <b>Agenda Item:</b>           | Tree City USA Application | <b>Public Comment</b> | Yes                                    |

## **Purpose & Policy Considerations.**

The purpose of this item is to obtain a signature and approval of the Town of Jackson's 2025 Tree City USA application for submittal to Wyoming State Forestry and Arbor Day Foundation. This will be the Town's 15<sup>th</sup> year as a "Tree City."

## **Requested Action.**

Staff requests the Mayor sign the attached application.

## **Recommendations.**

Staff recommends signing the application for submittal of the Town of Jackson's Tree City USA application.

## **Background.**

The Town of Jackson was first recognized in 2011 as a Tree City USA designee. Tree City USA designation requires our community to meet four standards annually: the community has a tree board or managing body for tree care; the community has an Ordinance in place for the care of trees; communities must spend at least \$2 per capita on the Urban Forest, and there must be an Arbor Day Celebration. Communities that earn Tree City USA recognition not only have taken the time to meet the four standards, but they also know that trees:

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

This designation shows the Town's commitment to the Urban Forest, creates an avenue to educate the public on the value of trees in our community, and identifies all the positive environmental impacts that trees can have on our ecosystem. Additional information can be found attached.

## **Analysis.**

The Tree City USA designation is a valued status for our community that enables our citizens and local government the opportunity to align core values and set a standard for the care of our Urban Forest.

## **Possible Alternatives.**

NA

## **Comprehensive Plan & Priority Alignment.**

This request aligns with and addresses: *Ecosystem Stewardship - Natural Resources* and *Climate Sustainability*; it also touches on *Responsible Growth Management*, enhances *Town as the Heart of the Region* and *Adaptive Management* to achieve the Town's vision.

## **Fiscal Impact.**

The fiscal impact is negligible for the annual renewal of our Tree City USA. Staff budgets have been approved annually to participate in Arbor Day celebrations to include, staffing of the local Systems of Conservation Celebration, educational

materials for the community, and an annual tree giveaway.

**Staff Impact.**

Staff will continue to promote Arbor Day and the importance of trees in our community by encouraging community outreach, maintaining a presence at the Eco Fair celebration, and meeting Tree City USA requirements annually. In order to achieve this recognition, staff currently spend approximately 40 hours annually to meet administrative requirements, ~\$3,000 per year.

**Attachment or Links.**

Application for signature.

Summary of Tree City USA Program.

**Suggested Motion.**

I move to approve the application submittal for the Town's 2025 Tree City USA application to Wyoming State Forestry and Arbor Day Foundation, and to authorize the Mayor to sign the application, subject to minor changes by staff.

## 2025 Tree City USA Application for Certification

The Tree City USA award is in recognition of work completed by the community during the 2025 calendar year.

### PRIMARY CONTACT INFORMATION

**Contact Name:**

Andrew Erskine

**Email:**

aerskine@tetoncountyywy.gov

**Phone:**

+1 (307) 732-5793

**Address:**

400 W Snow King Avenue  
PO Box 811  
Jackson, Wyoming 83001

### Jackson, WY COMMUNITY INFORMATION

**Select which best describes your community:**

Community has both a Tree Board and a Department Chair/City Manager

**Ordinance Date:**

01/30/2011

**Ordinance Uploaded****Per-capita Expenditure**

\$17.01

**Arbor Day Date**

04/22/2025

**Arbor Day Proclamation Uploaded**

## As Mayor or Equivalent of the Community of Jackson, WY

---

|                               |       |      |
|-------------------------------|-------|------|
| Mayor or Equivalent Signature | Title | Date |
|-------------------------------|-------|------|

### Application Certification (to be Completed by the State Forester)

The above-named community has made formal application to this office. I am pleased to advise you that we reviewed the application and have concluded that, based on the information contained herein, said community is eligible to be certified as a Tree City USA community, for the 2025 calendar year, having in my opinion met the standards required for recognition.

---

|                          |       |      |
|--------------------------|-------|------|
| State Forester Signature | Title | Date |
|--------------------------|-------|------|



# Tree City USA®

Creating greener communities nationwide



**TREE CITY USA®**  
An Arbor Day Foundation Program

**Cooler temperatures. Cleaner air. Healthier residents.**

The benefits trees bring to urban environments are endless — and by meeting the four Tree City USA standards, your community can experience them firsthand.



## PROGRAM SUMMARY

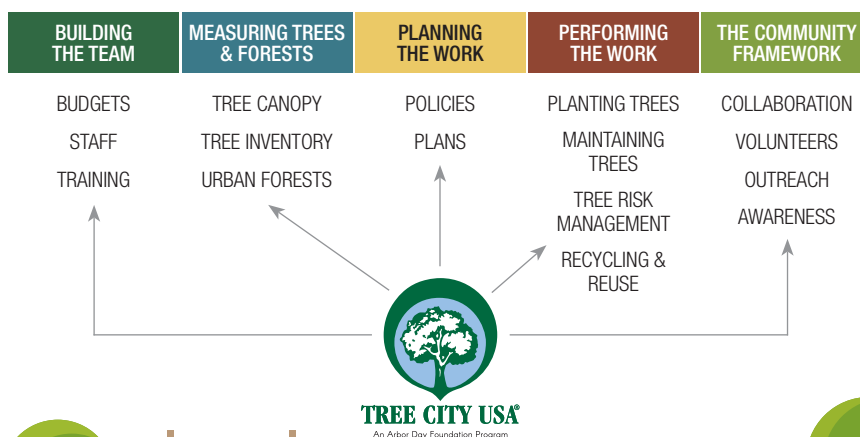
The Tree City USA program was founded in 1976 to celebrate towns and cities committed to growing their urban canopy. Led by the Arbor Day Foundation, with partners at USDA Forest Service and National Association of State Foresters, it provides the foundational framework necessary for communities to manage and expand their tree cover.

Program applications are completely free. Many cities renew their Tree City USA status every year, making them eligible for a Growth Award and other urban forestry opportunities.

## THE FOUNDATION OF URBAN FORESTRY PROGRAM DEVELOPMENT

The Tree City USA program has helped more than 3,600 communities across the country build out their urban forests. Recognition forms the base layer for five different areas of growth, including expansion of personnel, financial investment, defined policies and plans, and engagement with residents.

### GROWTH AWARD QUALIFYING ACTIVITIES





## STANDARDS FOR RECOGNITION

To receive recognition, a community must meet four core standards for its public trees:

### ✓ Standard 1: Form A Tree Board Or Department

Delegating responsibility for city- or town-owned trees is the first official step to becoming a Tree City. By forming a tree board or department, cities can create a more organized and effective urban forestry plan.

### ✓ Standard 2: Establish A Tree Care Ordinance

A public tree care ordinance assigns clear authority over public trees and provides clear guidance for planting, maintaining, and/or removing trees from streets, parks, and other public spaces.

### ✓ Standard 3: Maintain A Community Forestry Program With An Annual Budget Of At Least \$2 Per Capita

Your community most likely already spends at least \$2 per capita on the planting, care, and removal of trees. This is intended to demonstrate an ongoing investment into your public trees.

### ✓ Standard 4: Proclaim and Observe Arbor Day

Celebrating Arbor Day and passing an official holiday proclamation helps create pride for your city's entire urban forestry program.



## BENEFITS OF RECOGNITION

By becoming a Tree City, your community will:

- Receive flags, signs, and other materials to proudly display your award
- Educate residents about the value of trees and green space
- Gain national recognition for your commitment to environmental stewardship
- Create a cleaner, healthier, and more beautiful urban landscape

## GETTING STARTED

Interested in joining, but not quite sure where to begin? It's as simple as following these five steps!

1. Make the case to friends and leaders in your community
2. Contact your state's urban and community forestry coordinator
3. Work together to fulfill the four Tree City USA standards
4. Celebrate Arbor Day
5. Submit your free application!



Learn and apply today at [arborday.org/treecityusa](https://arborday.org/treecityusa)



# STAFF REPORT



|                               |                                |                        |                         |
|-------------------------------|--------------------------------|------------------------|-------------------------|
| <b>Meeting Date:</b>          | February 2, 2026               | <b>Meeting Title:</b>  | Regular Council Meeting |
| <b>Submitting Department:</b> | Internal Services              | <b>Presenter:</b>      | Lynsey Lenamond         |
| <b>Agenda Item:</b>           | Annual Liquor License Renewals | <b>Public Comment:</b> | Yes                     |

## Purpose & Policy Considerations.

The Town Council is the local licensing authority for the issuance, renewal, and transfer of all liquor licenses within the Town of Jackson and, when it does so, is required to consider the statutory factors found in Wyo. Stat. §12-4-104(b) as well as the standards found in Jackson Municipal Code §6.60.010. All annual liquor licenses expire on March 31<sup>st</sup> each year and Wyo. Stat. 12-4-104(b) requires the local licensing authority to conduct a public hearing on renewals at least 30 days prior to expiration of the license.

It is a statutory requirement for the Mayor to OPEN A PUBLIC HEARING on the issuance of liquor licenses. In accordance with our notice, and per Wyoming Statute, protests will be heard against the issuance during this hearing. Additionally, staff presentation, public comment, and Council discussion will take place during this hearing. The procedure is as follows:

1. Mayor Jorgensen opens the public hearing.
2. Mayor Jorgensen asks for the staff presentation on the applications.
3. Mayor Jorgensen calls for any and all public comment.
4. Council discusses the applications.
5. Mayor Jorgensen calls for a motion on the applications and the vote on the motion.
6. Mayor Jorgensen closes the public hearing.

## Requested Action.

Staff requests that Council consider findings for the annual renewal of Town-issued liquor licenses.

## Recommendations.

Staff recommends approval of all applications by applicants listed in the Renewal Chart.

## Background.

As noted above in the purpose, the Wyoming Liquor Division designates the dates of Jackson's liquor license year as beginning on April 1<sup>st</sup> and ending March 31<sup>st</sup>. A public hearing is required to be held at least 30 days before the expiration of licenses. The renewal application process begins when the State provides the Town Clerk with the renewal applications. This is a several-month process beginning in October to the time when corrections are done and the Wyoming Liquor Division certifies the applications as complete.

On January 6, 2026 staff provided compliance data to the Town Council as it relates to current liquor license holders. Prior to the renewal public hearing, this information has historically been provided to Council for their consideration for upcoming renewals. The information included results of compliance checks that the Jackson Police Department performed in 2025 as well as the number of calls for service related to alcohol the Jackson Police responded to in the vicinity of licensed premises. That information has also been included as an attachment in this staff report.

The Town received 81 liquor license renewal applications. The attachments to this staff report include a Renewal Chart listing each liquor license under consideration for renewal. Each renewal application has been reviewed by the Internal Services Department. The Wyoming Liquor Division is in the process of reviewing corrections to the applications in order to certify them as complete in accordance with Wyo. Stat. §12-4-104(d).

### **Analysis & Key Policy Questions.**

Grounds for Nonrenewal. As listed below, the Wyoming Statutes and Jackson Municipal Code provide the Town Council with grounds for denying renewal of a liquor license:

I. Wyo. Stat. §12-4-104(b) provides findings for nonrenewal.

(b) ... A license or permit shall not be issued, renewed, or transferred if the licensing authority finds from evidence presented at the hearing:

- (i) The welfare of the people residing in the vicinity of the proposed license or permit premises shall be adversely and seriously affected;
- (ii) The purpose of this title shall not be carried out by the issuance, renewal or transfer of the license or permit;
- (iii) The number, type and location of existing licenses or permits meet the needs of the vicinity under consideration;
- (iv) The desires of the residents of the county, city or town will not be met or satisfied by the issuance, renewal or transfer of the license or permit; or
- (v) Any other reasonable restrictions or standards which may be imposed by the licensing authority shall not be carried out by the issuance, renewal, or transfer of the license or permit.

II. Jackson Municipal Code 6.60.010 provides grounds for nonrenewal:

A. A license or permit shall not be renewed or transferred if such renewal or transfer violates Wyo. Stat. Ann. Title 12 of the Jackson Municipal Code.

B. The following, whether one (1) or more, may constitute a basis for nonrenewal of a license or permit:

- 1. Failure of the Licensee to comply with any provision of state liquor law or this Title;
- 2. Failure of the Licensee to comply with building occupancy limits after being advised of excess occupancy by a law enforcement or any code compliance officer;
- 3. A pattern of failing to report incidents of illegal acts upon the Licensee's premises which results in injury to persons or property and which the Licensee knew, or should have known about. A "pattern" for purposes of this section is defined as three (3) or more incidents in any twelve (12) month period;
- 4. Failure of the Licensee to comply with Section 6.40.055 Alcohol Server Staff Training Required;
- 5. Failure of initial, consecutive, and/or cumulative compliance checks conducted pursuant to Wyo. Stat. Ann. Title 12-6-103.
- 6. Failure to comply with the Plan of Operations set forth in the license application, or as amended.

### **Possible Alternatives.**

- 1. Approve all applications listed in the Renewal Chart.
- 2. Remove application(s) from the Renewal Chart for a separate discussion and motion and approve the remaining applications listed in the Renewal Chart.
- 3. Continue one or multiple applications to the March 2, 2026 Council meeting and approve the remaining applications listed in the Renewal Chart.
- 4. Continue all renewals to the March 2, 2026 Council meeting, keeping in mind that renewals must be acted on before expiration on March 31<sup>st</sup>.

### **Comprehensive Plan & Priority Alignment.**

The decisions related to renewal or non-renewal correlate to the health, safety, and welfare of the community as discussed in Section 8, Quality Community Service Provision.

### **Fiscal Impact.**

Renewal of these liquor licenses will generate approximately \$195,547.00 in renewal fees paid to the Town of Jackson.

### **Staff Impact.**

Renewal applications generate a significant impact on staff. It takes approximately five (5-7) months to prepare applications for distribution, reviewing each application including cross-checking the previous year's application, following-up on missing information, providing applications to the Wyoming Liquor Division and following-up on their review, preparing and providing the newspaper with required legal publishing and posting online, and processing police call and compliance information. Once renewals are approved by Council, approval cards for each license are provided to the State, issuance letters and license certificates are printed and mailed to licensees, and applications are placed in respective liquor files. Staff hours are estimated at 250 hours in the Internal Services Department, along with approximately 10 hours spent by the Administration, Legal, Planning, Fire, and Police Departments.

**Attachments or Links.**

Current Authorized/Issued Number of Licenses Chart

Renewal Applicant Chart/Non-Renewal Chart

Conditions Chart

ID Compliance and Calls for Service Data

**Suggested Motion.**

***If Council renews all liquor licenses at once:***

Having considered the statutory factors in Wyo. Stat. §12-4-104(b) and Jackson Municipal Code §6.60.010 for each license listed in the Renewal Chart, I move to approve the liquor license renewal applications for the 2026–2027 liquor license year as presented and with the following conditions:

1. Renewed liquor licenses are subject to the same conditions and restrictions of the initial license approval, including any amendments to those initial conditions and restrictions.
2. Any additional minor corrections made by staff and the Wyoming Liquor Division.

***Should Council choose alternatives to renewing all licenses in the renewal chart, staff will assist with providing additional motions.***

| <b>Jackson Population<br/>10,680 (2025)</b> | <b>Retail</b>     | <b>Bar &amp; Grill</b>       | <b>Microbrewery</b>             | <b>Winery</b>           | <b>Resort</b>       |
|---------------------------------------------|-------------------|------------------------------|---------------------------------|-------------------------|---------------------|
| # Licenses Authorized by State              | 20*               | 10                           | 20                              | 20                      | No Limit            |
| # Licenses Issued by TOJ                    | 20                | 10                           | 4                               | 0                       | 7                   |
|                                             | <b>Restaurant</b> | <b>Limited Retail (Club)</b> | <b>Manufacturer's Satellite</b> | <b>Satellite Winery</b> | <b>Resort Hotel</b> |
| # Licenses Authorized by State              | No Limit          | No Limit                     | No Limit                        | No Limit                | No Limit            |
| # Licenses Issued by TOJ                    | 35                | 3                            | 1                               | 1                       | 0                   |

\*In 2016, an annexation took place that included Cutty's. They held a retail liquor license at that time, which they still hold, and it doesn't count towards our authorized number of retail licenses. The Town also currently retains one retail liquor license.

## 2026/2027 Renewal Applicants

The licenses listed below will be included in the motion made for annual renewal unless removed from the discussion by the Town Council.

| Applicant | DBA | Address |
|-----------|-----|---------|
|-----------|-----|---------|

### RETAIL

|                                  |                               |                              |
|----------------------------------|-------------------------------|------------------------------|
| Anvil Hotel Partners LLC         | Glorietta                     | 242 N. Glenwood St.          |
| Bochicchio Inc.                  | Creekside Market & Deli       | 545 N. Cache St. #7 & #8     |
| Bud's Eastside LLC               | Bud's Eastside Liquor         | 582 E. Broadway Ave.         |
| Cowboy Liquor LLC                | The Million Dollar Cowboy Bar | 25 N. Cache St.              |
| Cru LLC                          | Bin 22                        | 200 W. Broadway Ave.         |
| Cutty's Bar & Grill LLC          | Cutty's                       | 1140 W. Hwy 22               |
| DG JH LLC                        | The Rose                      | 50 W. Broadway Ave. Unit 201 |
| Hotel JH LLC                     | Hotel Jackson                 | 120 N. Glenwood St.          |
| NEB LLC                          | Sidewinders                   | 945 W. Broadway Ave.         |
| Parkland USA Corporation         | On The Run                    | 1055 W. Broadway Ave.        |
| Plaza Liquor LLC                 | Plaza Liquor                  | 832 W. Broadway Ave. Unit 8  |
| Shopcoo LLC                      | Pearl St. Market              | 40 W. Pearl Ave.             |
| Smith's Food & Drug Centers Inc. | Smith's Food & Drug #184      | 1425 S. Hwy 89               |
| Snake River Corporation          | Snake River Grill             | 84 E. Broadway Ave. Ste. 2   |
| Sweet Cheeks Meats LLC           | Sweet Cheeks Meats            | 185 Scott Ln. Ste. A         |

|                                                |                   |                              |
|------------------------------------------------|-------------------|------------------------------|
| The Liquor Store of Jackson Hole Inc.          | The Liquor Store  | 115 Buffalo Way              |
| The Silver Dollar Inc.                         | Silver Dollar Bar | 50 N. Glenwood St.           |
| VFJH LLC                                       | Spirits & Spice   | 80 W. Broadway Ave. Ste. 101 |
| Virginian Liquor LLC                           | Virginian Tavern  | 750 W. Broadway Ave.         |
| Whole Foods Market Rocky Mountain/Southwest LP | Whole Foods       | 1155 S. Hwy 89               |

#### BAR and GRILL

|                                          |                        |                              |
|------------------------------------------|------------------------|------------------------------|
| Coe LLC                                  | Coe Tavern             | 81 S. King St.               |
| Diamond G Theatrics LLC                  | Jackson Hole Playhouse | 145 W. Deloney Ave.          |
| Hand Fire Pizza JH LLC                   | Hand Fire Pizza        | 120 N. Cache St.             |
| Illamar LLC                              | Pinky G's Pizzeria     | 50 W. Broadway Ave. Unit 104 |
| Just Juice LLC                           | El Metate              | 140 N. Cache St. Ste C       |
| Kampai Holdings LLC                      | Kampai                 | 175 Center St.               |
| Merry Piglets Mexican Cantina & BBQ Inc. | The Merry Piglets      | 160 N. Cache St. South       |
| Movieworks LLC                           | Movieworks             | 860 S. Hwy 89                |
| Rusty Parrot Lodge & Spa LLC             | Wild Sage              | 175 N. Jackson St.           |
| The Local Restaurant LLC                 | Local Restaurant & Bar | 55 N. Cache St.              |

## MICROBREWERY

|                           |                                                   |                      |
|---------------------------|---------------------------------------------------|----------------------|
| Get Funky LLC             | Roadhouse Tasting Room                            | 1225 Gregory Ln.     |
| Get Loose LLC             | Roadhouse Brewing Co Pub & Eatery                 | 20 E. Broadway       |
| Teton Brewing Company LLC | Stillwest Brewery & Grill                         | 45 E. Snow King Ave. |
| SRB Operations LLC        | Jackson Hole Pub & Brewery<br>Snake River Brewing | 265 S. Millward      |

## RESORT

|                                    |                           |                                        |
|------------------------------------|---------------------------|----------------------------------------|
| ACPL JH 80 Scott Holdings LLC      | The Lodge at Jackson Hole | 80 Scott Lane                          |
| CCC's Center Street LLC            | The Cloudveil             | 112 Center St.                         |
| CCC's PBI LLC                      | Mountain Modern Motel     | 380 W. Broadway Ave.                   |
| CP Teton Resort Property Owner LLC | Snow King Resort          | 400 E. Snow King Ave.                  |
| Johnson Resort Properties          | Rustic Inn                | 425 N. Cache St.                       |
| Snow King Mountain Resort LLC      | King's Grill              | 402 E. Snow King Ave.                  |
| Virginian Liquor LLC               | Virginian Lodge & RV Park | 750 W. Broadway Ave./90 Virginian Lane |

## RESTAURANT

|                             |                                                      |                      |
|-----------------------------|------------------------------------------------------|----------------------|
| 135 E. Broadway LLC         | Café Genevieve                                       | 135 E. Broadway Ave. |
| 930 Broadway Concession LLC | The Whistling Grizzly at Wyoming Inn of Jackson Hole | 930 W. Broadway Ave. |
| Abuelito Group LLC          | El Abuelito Mexican Restaurant                       | 385 W. Broadway Ave. |



|                                 |                                                   |                              |
|---------------------------------|---------------------------------------------------|------------------------------|
| Alpine Hotel Partners LLC       | The Alpine House                                  | 285 Glenwood St.             |
| Annie's Kitchen LLC             | Annie's Thai Kitchen                              | 265 W. Broadway Ave.         |
| Big Hole BBQ Jackson LLC        | Big Hole BBQ                                      | 325 W. Pearl Ave.            |
| BL Restaurant LLC               | The Blue Lion                                     | 160 N. Millward St.          |
| Caliente Taqueria LLC           | Hatch Taqueria & Tequilas                         | 120 W. Broadway Ave.         |
| China Fun WY LLC                | China Fun Restaurant                              | 826 W. Broadway Ave.         |
| Everest Momo Shack LLC          | Everest Momo Shack                                | 245 W. Pearl Ave.            |
| Flat Creek BBQ LLC              | Bubba's                                           | 100 Flat Creek Dr.           |
| Get Loose LLC                   | Roadhouse Brewing Co Pub & Eatery                 | 20 E. Broadway Ave.          |
| Il Ferraio LLC                  | Orsetto                                           | 161 Center St.               |
| J & J Food Company LLC          | Miazga's                                          | 399 W. Broadway Ave.         |
| Jackson Drug LLC                | Jackson Drug                                      | 15 E. Deloney Ave.           |
| JH Pizzeria LLC                 | Yeah Buddy Pizza                                  | 20 W. Broadway Ave.          |
| King Sushi Company LLC          | King Street Sushi                                 | 75 S. King St.               |
| LBJH LLC                        | Liberty Burger                                    | 160 N. Cache St. North       |
| Made in Jackson Hole Inc.       | The Bunnery                                       | 130 N. Cache St.             |
| New Chinatown Restaurant WY LLC | New Chinatown Restaurant                          | 850 W. Broadway Ave. Ste. A  |
| Persephone Bakery LLC           | Persephone Bakery                                 | 145 E. Broadway Ave.         |
| Roosevelts LLC                  | Roosevelts                                        | 140 N. Cache St. Ste. B      |
| Selkirk Inc.                    | Pica's                                            | 1160 Alpine Ln. Ste. 1A & 1B |
| SRB Operations LLC              | Jackson Hole Pub & Brewery<br>Snake River Brewing | 265 S. Millward St.          |
| SRRRC Eatery LLC                | Snake River Roasting Co.                          | 50 W. Broadway Ave. Ste. C   |
| Teton Brewing Company LLC       | Stillwest Brewery & Grill                         | 45 E. Snow King Ave.         |

|                                |                                      |                          |
|--------------------------------|--------------------------------------|--------------------------|
| Thai Plate Cuisine Inc.        | Thai Plate Cuisine                   | 145 N. Glenwood St.      |
| The Gun Barrel Steakhouse LLC  | The Gun Barrel                       | 862 W. Broadway Ave.     |
| The Indian Room LLC            | Teton Tiger                          | 165 N. Center St. Unit 2 |
| The Kitchen LLC                | The Kitchen                          | 155 N. Glenwood St.      |
| Tijuana Mexican Restaurant LLC | Tijuana Authentic Mexican Restaurant | 520 Hwy 89 #4 & #5       |
| White Buffalo Club LLC         | The White Buffalo Club               | 160 W. Gill Ave.         |
| WLB LLC                        | Trio                                 | 45 S. Glenwood St.       |
| Wyoming Masala N Curry Inc.    | Saffron Indian Restaurant            | 225 N. Cache St. Ste. 1  |
| YOR Restaurant Group           | Gather                               | 72 S. Glenwood St.       |
|                                |                                      |                          |

#### LIMITED RETAIL (CLUB)

|                                    |                       |                      |
|------------------------------------|-----------------------|----------------------|
| American Legion Post #43           | Jackson Hole Post #43 | 190 N. Cache St.     |
| BPO Elks 1713                      | BPO Elks 1713         | 270 W. Broadway Ave. |
| Community Center for the Arts Inc. | Center for the Arts   | 265 S. Cache St.     |

#### SATELLITE WINERY

|                     |                     |                      |
|---------------------|---------------------|----------------------|
| Jackson Hole Winery | Jackson Hole Winery | 98 Center St. Unit C |
|---------------------|---------------------|----------------------|

#### MANUFACTURER'S SATELLITE

|                      |                              |                  |
|----------------------|------------------------------|------------------|
| Wyoming Whiskey Inc. | Wyoming Whiskey Tasting Room | 45 West Broadway |
|----------------------|------------------------------|------------------|

## NON RENEWALS

## TYPE

|                    |                           |            |
|--------------------|---------------------------|------------|
| Fiesta Jackson LLC | Fiesta Mexican Restaurant | Restaurant |
|                    |                           |            |

## **CONDITIONS AND RESTRICTIONS CHART**

The following conditions and restrictions of approval previously placed by Town Council at the time of the initial license approval (or added since then) will carry forward to the renewed license.

|                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
|-------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Hotel Jackson     | <p>The retail liquor license was approved on November 18, 2013 for Woodshed, LLC and conditioned to prohibit the use of the liquor license in the aspect of a package retail liquor store.</p> <p>*The license was transferred to Hotel JH, LLC on June 1, 2015 with the same restriction.</p>                                                                                                                                                                                                                                                                                                                         |
| Creekside         | <p>The retail liquor license was approved on August 2, 2001 and included one condition as volunteered by the applicant, the license will revert back to the Town of Jackson if Bochicchio, Inc dba Creekside Market and Deli goes out of business.</p>                                                                                                                                                                                                                                                                                                                                                                 |
| Glorietta         | <p>The retail liquor license was transferred from Nani's Inc. on November 2, 2015 to Anvil Hotel Partners LLC and conditioned as follows: The retail liquor license is restricted from including a package liquor store component, except for bottled Italian wines.</p>                                                                                                                                                                                                                                                                                                                                               |
| Snake River Grill | <p>The retail liquor license was approved on February 6, 2006 for Snake River Corporation and conditioned as follows; that the license is conditioned to prohibit a package liquor store component.</p>                                                                                                                                                                                                                                                                                                                                                                                                                |
| Spirits & Spice   | <p>The retail liquor license was approved on August 2, 2011 for VFJH, LLC and conditioned as follows: As volunteered by the applicant, the license will revert back to the Town of Jackson if VFJH, LLC goes out of business.</p> <p>In November 2018, Council approved the location transfer from 60 E Broadway to 80 W Broadway, Suite 101 and added specific language to motion: Alcoholic beverages may be sampled on the premises by customers and sold by the package. Tenant shall be permitted to serve and sell alcohol, wine and/or beer by the glass for private or promotional events on the premises.</p> |

|                        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
|------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| Roadhouse (on Gregory) | <p>On March 20, 2017, the microbrewery license was approved with the following conditions:</p> <ul style="list-style-type: none"> <li>• All sales of other malt beverages for on-premises consumption must be obtained through a licensed wholesale malt beverage distributor.</li> <li>• The applicant shall request, and obtain Town Council approve prior to any service or consumption of alcohol on any outdoor deck or patio.</li> <li>• The brewery operation shall be allowed to have a ‘tasting room’ that is incidental to the principal brewery use. A ‘tasting room’ is an incidental use to the brewery provided it complies with the following provisions: <ul style="list-style-type: none"> <li>a) The hours of operation for the tasting room shall be limited to, opening no earlier than 4:00 p.m. and closing no later than 10:00 p.m.</li> <li>b) Only free samples of food shall be served to customers for on-site consumption;</li> <li>c) A maximum of ten seats shall be provided and the ‘tasting room’ shall be limited to 10% of the total square footage.</li> <li>d) On-premises consumption shall be limited to 10% of yearly production.</li> </ul> </li> </ul> <p>A revised restriction placed on this license at the time of renewal on March 7, 2022:</p> <ul style="list-style-type: none"> <li>e) Maximum occupancy inside the ‘tasting room’ shall, at all times, be no more than 30 persons, not to include customers associated with an organized tour.</li> </ul> |
| The Alpine Hotel       | <p>On May 5, 2023 the license was approved and conditioned that alcohol service is for hotel guests only.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |

|                  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
|------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Pearl St. Market | On August 15, 2022, the retail license was conditioned that the market must remain a market that sells packaged food, pre-packaged ready-to-eat meals, basic household goods, and be operated on a self-service basis.                                                                                                                                                                                                                                                                                                           |
| DG JH LLC        | <p>The retail liquor license was approved on May 25, 2010 for Pink Garter LLC and conditioned as follows: all alcohol sales will be for * on-premises consumption only, and when minors are permitted in the theater area alcohol consumption will be prohibited in the theater area.</p> <p>* On August 1, 2016, Council lifted the condition of approval that alcohol sales were for on premises consumption only and added a new condition that the package retail store known as The Rackhouse would close at 10:00 p.m.</p> |
| CCC'S PBI LLC    | The Resort liquor license was approved on August 7, 2023 with the condition that the Triple M shall serve food and/or drink only to Mountain Modern guests. If the Triple M desires to serve food and/or alcohol to the general public, then it shall first receive approval of a Basic Use Permit from the Town.                                                                                                                                                                                                                |

## **ID Compliance Checks**

Jackson Police Officers have conducted 61 alcohol compliance check visits during 2025. The Police Department conducts at least 60 alcohol-related compliance checks per year, based on the State's requirements for grant funding. Please note that the PD also completes 90 tobacco-related ID compliance checks per year.

Of the 61 alcohol-related visits this calendar year, 17 were incomplete due to business closures. Of the completed compliance checks, there were 42 passes and 2 failures. Chief Weber and Sgt. Tony Matthews manage the Town's compliance check program and can answer questions or provide more information if needed.

### **History:**

|      |           |                   |                             |
|------|-----------|-------------------|-----------------------------|
| 2025 | 44 checks | 95%, or 42 passed | 5%, or 2 failed             |
| 2024 | 37 checks | 95%, or 35 passed | 5%, or 1 fail and 1 warning |
| 2023 | 46 checks | 96%, or 44 passed | 4%, or 2 failed             |
| 2022 | 41 checks | 90%, or 37 passed | 10%, or 4 failed            |

| 44 Completed Compliance Check Visits in 2025 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                        |
|----------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------|
| Date                                         | 42 Passed                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | 2 Failed, 0 Warning                    |
| January                                      | JH Pizzeria LLC, Wyoming Whiskey Inc., The Silver Dollar Inc., VFJH LLC, SRB Operations LLC, Big Hole BBQ Jackson LLC, Teton Brewing Company LLC, Plaza Liquor, Virginian Liquor LLC (Tavern), NEB LLC, KJs Phillips 66, BL Restaurant LLC, Snow King Mountain Resort LLC, Il Ferraio LLC, Jackson Drug LLC, Bochicchio Inc, Hotel JH LLC, The Alpine House, The Rusty Parrot Lodge & Spa, Cutty's Bar & Grill LLC, Wyoming Inn Holdings LLC, YOR Restaurant Group Corp., BPO Elks 1713 | Johnson Resort Properties, Whole Foods |
| October                                      | ShopCoo LLC, Everest Momo Shack LLC, CCC's PBI LLC, Whole Foods, Movieworks LLC, The Salsa Group                                                                                                                                                                                                                                                                                                                                                                                        |                                        |

|          |                                                                                                                                                                                                             |  |
|----------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
|          | Inc., China Fun WY LLC, The Kitchen LLC, Johnson Resort Properties, CCC's Center St. LLC, Kampai Holdings LLC                                                                                               |  |
| November | The Local Restaurant LLC, Get Loose LLC, Merry Piglets Mexican Cantina & BBQ LLC, J & J Food Company LLC, Whole Foods, The Liquor Store of Jackson Hole Inc., The Gun Barrel Steakhouse LLC, Flat Creek BBQ |  |

**Jackson Police Calls for Service.** Our Compliance Office, Rob Andazola, researched dispatch calls during the time period of November 1, 2024 through October 31, 2025 and generated a report including calls for service related to alcohol presented below by call type.

#### **PUBLIC INTOXICATION**

49 calls **at or near** 16 liquor-licensed establishments.

|                        |    |
|------------------------|----|
| The Cowboy Bar         | 8  |
| Roadhouse Eatery       | 1  |
| Pinky G's              | 3  |
| Jackson Drug           | 1  |
| The Liquor Store       | 1  |
| Local Restaurant       | 1  |
| The Rose               | 12 |
| Plaza Liquor/Eleanor's | 2  |
| The Silver Dollar      | 4  |
| Smith's Liquor         | 1  |
| Virginian Tavern       | 3  |
| The Cloudveil          | 2  |



|                        |   |
|------------------------|---|
| El Metate              | 1 |
| Yeah Buddy Pizza       | 3 |
| Mountain Modern Motel  | 2 |
| Jackson Hole Playhouse | 3 |

### **REDDI (REPORT EVERY DRUNK DRIVER)**

12 calls **at or near** 10 liquor-licensed establishments.

|                          |   |
|--------------------------|---|
| Glorietta                | 1 |
| Cutty's Bar & Grill      | 1 |
| On The Run (gas station) | 2 |
| The Liquor Store         | 1 |
| Pica's                   | 1 |
| The Silver Dollar        | 1 |
| Smith's Liquor           | 2 |
| The White Buffalo Club   | 1 |
| Whole Foods              | 1 |
| Movieworks               | 1 |

### **FAKE ID**

42 calls **at or near** 6 liquor-licensed establishments. **The establishments listed are typically the ones making the false ID calls to the Police Department.**

|                          |    |
|--------------------------|----|
| The Cowboy Bar           | 35 |
| On The Run (gas station) | 2  |
| The Rose                 | 2  |
| The Silver Dollar        | 1  |

|                  |   |
|------------------|---|
| Virginian Tavern | 1 |
| Yeah Buddy Pizza | 1 |

## **DISTURBANCE**

98 calls **at or near** 22 liquor-licensed establishments.

|                            |    |
|----------------------------|----|
| The Cowboy Bar             | 24 |
| The Lodge at Jackson Hole  | 2  |
| The Cloudveil              | 5  |
| Cutty's Bar & Grill        | 2  |
| Roadhouse Eatery           | 2  |
| Pinky G's                  | 4  |
| Jackson Drug               | 1  |
| On The Run (gas station)   | 1  |
| King Street Sushi          | 1  |
| Sidewinders                | 1  |
| The Rose                   | 30 |
| Plaza Liquor/Eleanor's     | 1  |
| Pica's                     | 1  |
| Pearl St. Market           | 1  |
| The Silver Dollar          | 4  |
| Smith's Liquor             | 2  |
| Tijuana Mexican Restaurant | 1  |
| Virginian Tavern           | 5  |
| The White Buffalo Club     | 2  |
| Yeah Buddy Pizza           | 4  |

|                        |   |
|------------------------|---|
| Mountain Modern Motel  | 3 |
| Jackson Hole Playhouse | 1 |

### **TRESPASS**

24 calls **at or near** 11 liquor-licensed establishments.

|                           |   |
|---------------------------|---|
| The Rose                  | 5 |
| The Silver Dollar         | 1 |
| Virginian Tavern          | 3 |
| The White Buffalo Club    | 1 |
| Yeah Buddy Pizza          | 1 |
| Mountain Modern Motel     | 3 |
| The Cowboy Bar            | 5 |
| The Lodge at Jackson Hole | 2 |
| Cutty's Bar & Grill       | 1 |
| Roadhouse Eatery          | 1 |
| The Liquor Store          | 1 |

### **ASSAULT/FIGHT**

6 calls at or near 5 liquor-licensed establishments.

|                        |   |
|------------------------|---|
| The Cloudveil          | 1 |
| Local Restaurant       | 1 |
| Plaza Liquor/Eleanor's | 1 |
| The Silver Dollar      | 1 |
| The Rose               | 2 |

# STAFF REPORT



|                               |                                                                               |                        |            |
|-------------------------------|-------------------------------------------------------------------------------|------------------------|------------|
| <b>Meeting Date:</b>          | February 2, 2026                                                              | <b>Meeting Title:</b>  | Regular    |
| <b>Submitting Department:</b> | Public Works                                                                  | <b>Presenter:</b>      | Brian Lenz |
| <b>Agenda Item:</b>           | North South Park Area 1 request for water and wastewater services. (E25-0309) | <b>Public Comment:</b> | Yes        |

## Purpose & Policy Considerations.

The purpose of this item is for the Council to consider a new request for Town water supply and wastewater collection and treatment services (collectively "Services") for a new development, North South Park Area 1 (NSP1), owned by JHHR Holdings I, LLC (Owner). The Applicant is Jorgensen Associates on behalf of JHHR Development II, Inc. (Applicant). Both the Owner and the Applicant are Gill family entities.

## Recommendations.

Staff recommends approval of the Applicant's request for Services subject to 1) the proposed conditions of approval and 2) other necessary contract issues/details as required by the Town Attorney.

## Background.

The development is located outside of the Town's corporate limits. The property is owned by JHHR Holdings I, LLC a Gill family entity. The property lies between the recently developed Porter Ranch Subdivision and High School Road, see the inserted vicinity map.

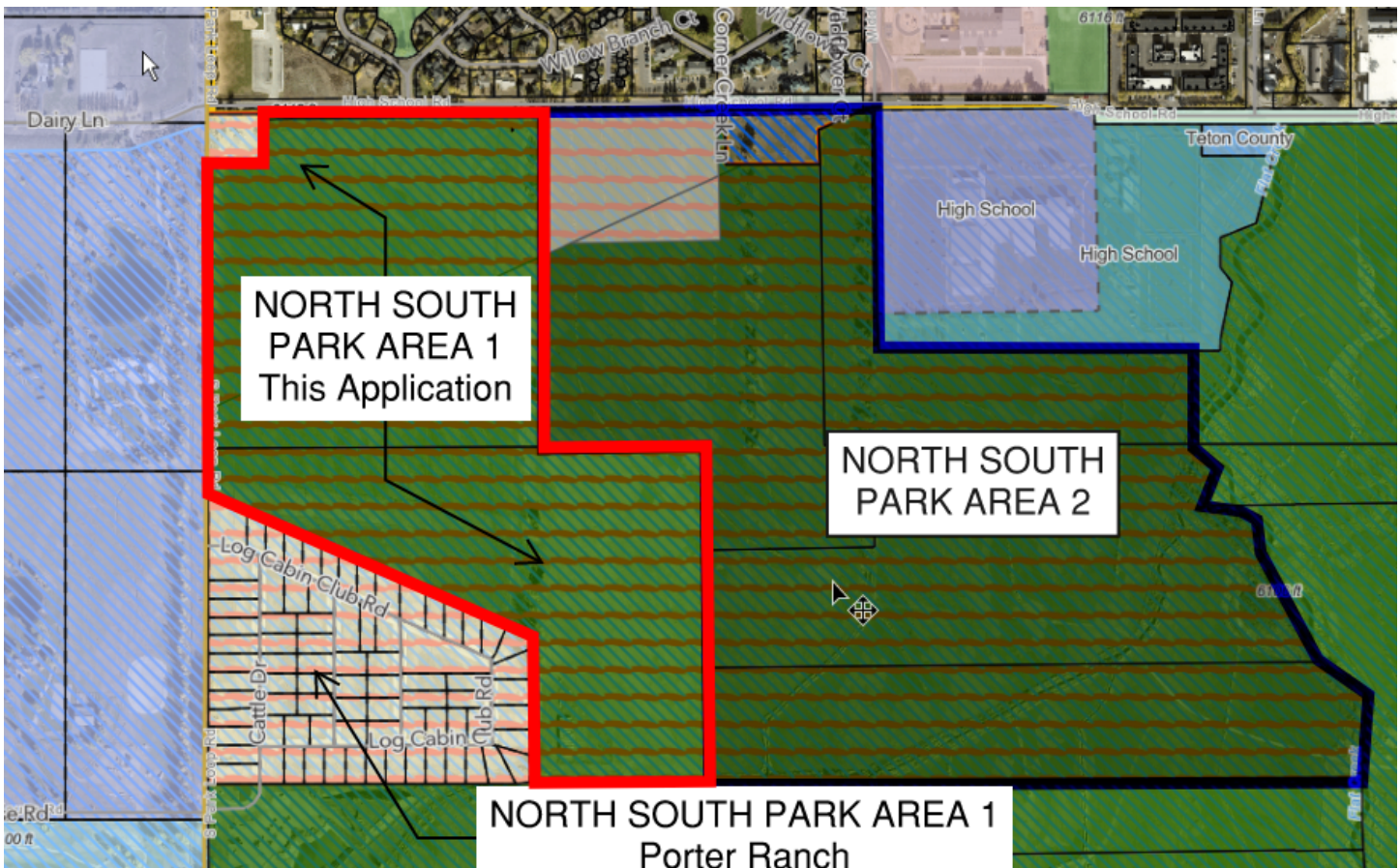


Figure 1 Vicinity Map

Northern South Park is comprised of two areas: Northern South Park Area 1 is owned by Gill family entities and Area 2 is owned by Lockhart family entities. Both areas are within the NSP Overlay incentive area. This application pertains to the 600 units of development allotted in NSP Area 1 (NSP1), excluding the Porter Ranch Subdivision (PRS).

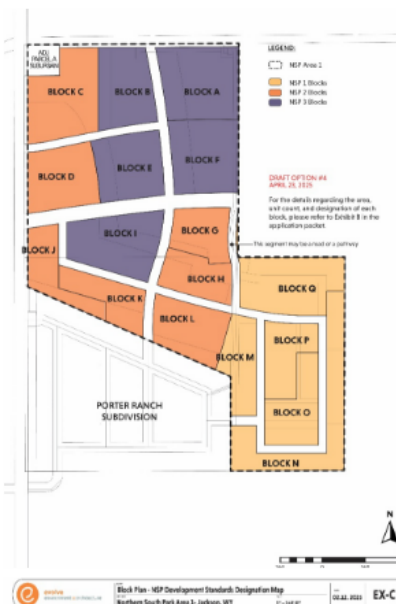
The Applicant was approved for water and wastewater connections for the PRS under a previous application and is currently connected to the Town systems. This request is for additional connections to their systems in the PRS and Town systems.

From the application:

*Northern South Park (NSP) is a 200+ acre zoning overlay in Teton County located on the south-western edge of the Town of Jackson near High School Road. The Northern South Park Neighborhood Plan was adopted in 2022, and its associated Land Development Regulations were approved in March 2024 by Teton County Board of County Commissioners (BoCC). The Northern South Park Overlay was created to address the community's critical workforce housing crisis through private funding and land donation. A requirement of the overlay is 70% of the housing provided in the area must be deed restricted for workforce and affordable housing.*

*On May 19th, 2025, the BoCC voted to approve the Master Site Plan for Area 1 in Northern South Park for up to 600 housing units. Area 1 is approximately 74 acres and is owned by JHHR Holdings I, LLC. The allocation of the housing units per block is summarized below and depicted on the next page.*

| Block                | Zone  | Housing Allocation | Acres (Min to Max) | Housing Units (Min to Max) |
|----------------------|-------|--------------------|--------------------|----------------------------|
| A                    | NSP 3 | Restricted         | 4.2 – 5.0          | 32 – 40                    |
| B                    | NSP 3 | Restricted         | 3.2 – 4.4          | 38 – 49                    |
| C                    | NSP 2 | Unrestricted       | 4.1 – 5.0          | 16 – 20                    |
| D                    | NSP 2 | Restricted         | 3.2 – 4.3          | 55 – 69                    |
| E                    | NSP 3 | Restricted         | 3.3 – 4.4          | 64 – 80                    |
| F                    | NSP 3 | Restricted         | 3.7 – 5.0          | 27 – 33                    |
| G                    | NSP 2 | Park Exaction      | 2.5 – 2.9          | 0                          |
| H                    | NSP 2 | Restricted         | 2.5 – 2.9          | 22 – 28                    |
| I                    | NSP 3 | Restricted         | 3.8 – 5.0          | 63 – 77                    |
| J                    | NSP 2 | Restricted         | 2.5 – 2.9          | 14 – 18                    |
| K                    | NSP 2 | Restricted         | 2.5 – 2.9          | 32 – 40                    |
| L                    | NSP 2 | Unrestricted       | 2.9 – 4.0          | 32 – 40                    |
| M                    | NSP 1 | Unrestricted       | 2.5 – 3.1          | 9 – 13                     |
| N                    | NSP 1 | Unrestricted       | 4.2 – 5.0          | 32 – 40                    |
| O                    | NSP 1 | Unrestricted       | 2.6 – 3.6          | 21 – 27                    |
| P                    | NSP 1 | Restricted         | 2.5 – 3.2          | 37 – 47                    |
| Q                    | NSP 1 | Unrestricted       | 4.2 – 5.0          | 12 – 16                    |
| <b>Total</b>         |       |                    |                    | <b>506 – 600*</b>          |
| Unrestricted Housing |       |                    |                    | 154 – 180*                 |
| Restricted Housing   |       |                    |                    | 353 – 420*                 |



*The next planning step for the development is submitting a Development Plan through the Teton County Planning Department for BoCC approval. The Teton County Land Development Regulations (LDRs) for the NSP overlay require that a Will Serve Letter from the Town of Jackson is provided with the Development Plan application.*

The Town and JHHR Holdings I, LLC (Gill family entity) entered into a Well Agreement August 8, 2024, for the installation of a pumphouse, two wells, and appurtenant infrastructure within an easement located on the NSP Area 1 property. Terms of that agreement provide for the following:

- 1) Guaranteed water supply to the Porter Ranch Subdivision portion of NSP1. This connection is complete.
- 2) Provide water supply for a maximum of 600 residential units for residential use any accessory use. This is the subject of this application.
- 3) If JHHR requests, and there is sufficient capacity, connections for an additional 489 residential units that would be part of a future request application. These 489 units are not included in this request.

The Porter Ranch Subdivision has connections to the Town's water and wastewater systems. Water supply for NSP1 will utilize the Porter Ranch water connection as well as additional connections to the Town's water system for redundancy and improved hydraulics. Wastewater from NSP1 will be collected and conveyed through the Porter Ranch Subdivision to its lift station, which will pump the wastewater to the Town through its existing connection.

The Town administers service areas outside the Town through the utilities Title of the Municipal Code and connection and use agreements.

### **TOWN PROCESS FOR SERVICE REQUESTS**

For all developments that request connection to Town wastewater and/or water services, are outside the Town corporate limits, and are outside existing contracted service areas, the Town applies the following process.

#### Step 1: Request for Service

A Miscellaneous Planning Application is filed by the Applicant to request Town Services(s). Staff review of this application along with Town Council to make an initial determination on whether to provide services or not. This initial step is based upon preliminary information provided by the Applicant and includes staff identifying the conditions of approval that will be further defined in a Connection and Use Agreement (CUA). The Applicant is currently proceeding through Step 1. If Council approves the requests for service, the Applicant will advance to Step 2.

#### Step 2: Connection and Use Agreements

Staff works with the Applicant (and any other relevant parties) to draft a CUA that includes the conditions of approval identified during Step 1 and other necessary contract terms. If approved by Council, the CUA will be executed and recorded against the property/ies.

#### Step 3: Permits to Construct

All fees must be paid and permits for the construction of water and wastewater infrastructure must be issued by the Town prior their construction.

### **Analysis & Key Policy Questions.**

In accordance with the Well Agreement, the Town has agreed to provide water service for 600 residential units for residential use and accessory use, in exchange for the easement to install two wells and a wellhouse. This application is part of the Town's process and formalizes the prior agreement.

Resolution 21-28 was adopted by Council on November 15, 2021. The resolution established the 3-step process for water and wastewater service requests (described above in the prior section of this staff report) and established eight review considerations for all water and wastewater connection requests outside Town boundaries. As such, staff has considered the following factors in recommending approval:

## CONSIDERATIONS

### 1. Existing Versus New Development

NSP1 is a new development that has historically been used for ranching.

### 2. Expanded Service Area and Capacity Timeline

The Town's June 2021 Water and Sewer Systems Evaluation Report (a.k.a. "Capacity Study") included the NSP1. The Town's water supply, with the completion of the new High School Road supply wells, will have capacity to serve NSP1. The no cost grant of the Well Agreement by the Gill family was in anticipation of NSP1. The Town's Wastewater Treatment Plant currently has capacity to accept the additional sewage from NSP1 as presented in the application. Based on the study treatment plant upgrades are expected, but the timing for the upgrades depends on the rate of growth. Buildout of the NSP1 development is expected to take more than a decade.

### 3. Zoning and Development are Consistent with Comprehensive Plan

NSP1 is within Teton County's Northern South Park Overlay. The development is consistent with the Comprehensive Plan and existing zoning.

### 4. Deed Restricted and/or Workforce Housing

A requirement of the Teton County Northern South Park Overlay is that 70% of the housing provided in the area must be deed restricted for workforce and affordable housing.

### 5. Potential For Reduced Environmental Impact

Connecting the NSP1 development to the Town's water system will reduce the number of private wells sharing the aquifer with the Town's supply. As a customer of the Town NSP1 is subject to Town rules, regulations, and ordinances including conservation measures implemented by the Town.

Connecting the NSP1 development to the Town's wastewater system will reduce the environmental impact of the development and will prevent septic systems from being installed in areas with groundwater identified as high to very high vulnerability based on the County's water quality study.

### 6. Geographical Location

The property is located adjacent to the Town and its water and wastewater systems and private water and wastewater systems with connection to the Town's.

### 7. Magnitude of Request

This request for water service estimates an average day of 300,000 gallons, a maximum day of 775,000 gallons and a peak hour demand flowrate of 1,100 gallons per minute. The maximum day is approximately 40 percent of a single well's capacity. With the Well Easement the Town is adding two water supply wells to our system and is ready for a third.

This request for wastewater service estimates an average day of 125,000 gallons, a maximum day of 205,000 gallons and a peak hour discharge flowrate of 200 gallons per minute from NSP1. The maximum day constitutes approximately 4% of the Town's wastewater treatment plant capacity.

### 8. Costs To Upgrade and Impacted User Classes

The proposed improvements and connection costs will be borne by the developer and at no cost to the Town or current rate payers. The NSP1 infrastructure will be privately owned and will be designed, constructed, operated, and maintained by the developer or other succeeding entity.

For any Town requested or necessary upgrades to the Town's systems, the developer shall be required to perform as conditioned here in.

## CONDITIONS OF APPROVAL

If this request for Services is approved by Council at this initial step, staff recommends the following conditions of approval:

- A. Applicant shall pay the Central System fee of \$1,023 and \$3,100 for staff time to review this application, total of \$4,123.
- B. Conditions Applicable to Water and Wastewater:
  - i. The applicant shall comply with the utilities Title of the Municipal Code, including, but not limited to, rates, costs, fees, charges, and shall comply with any amendment to the Title in accordance with the effective date of said amendment.
  - ii. The applicant shall pay water and wastewater capacity fees as follows:
    - a. For Blocks zoned NSP 1 (single-family lots) block at the time of application for the permits, e.g. Town SWP, for the water and wastewater infrastructure in coordination with the platting.
    - b. For Blocks zoned NSP 2 and NSP3 (multi-family buildings) at the time of application for the permits, e.g. Town SWP, for the water and wastewater infrastructure in coordination with the county building permits.
  - iii. The applicant shall apply for the connection and use agreements for water and wastewater not more than two years from the date of the approval of this request for service and must comply with the following:
    - a. Prior to application for each agreement, the applicant shall coordinate with the Town Engineer to determine what, if any, additional analysis, exhibits, agreements, etc. are required to be included in the agreement application.
    - b. The applicant is responsible for all costs to prepare the application materials specifically including, but not limited to, compensation for the time of Town employees working on the application, billed at the rate in the adopted fee schedule at the time of the work performed by the Town staff.
  - iv. The applicant shall execute either new connection and use agreements for water and wastewater with the Town for NSP1 or amend the applicant's existing *Wastewater Treatment Facilities Connection and Use Agreement Between the Town and JHHR Development II, Inc.* and *Water Supply Agreement Between the Town and JHHR Development II, Inc* within one year of the application for the agreements. Whether JHHR Development II, Inc. enters new agreements with the Town or amends one or both of their existing water and wastewater agreements, JHHR Development II, Inc. will:
    - a. Be billed as one customer of the Town.
  - v. The applicant shall have Town issued permits, e.g. SWP, for the construction of development infrastructure prior to construction of any new wastewater and water infrastructure or service.
- C. Conditions Applicable to Wastewater:
  - i. Volume: This approval for NSP1 is for an average day of 150,000 gallons, a maximum day of 205,000 gallons and a peak hour discharge flowrate of 200 gallons per minute. Any additional volume or flowrate required shall require a new request.



- ii. Capacity. The applicant shall not discharge more wastewater from NSP1 than they have paid wastewater capacity fees for, unless and until the applicant has applied, been approved, and paid for additional capacity.
- iii. While not anticipated, the developer shall pay for the portion of the necessary cost to upgrade the Town wastewater system to accommodate serving NSP1, as determined by the Town Engineer, up to the point of execution of the connection and use agreement for wastewater.
- iv. Have one set of volume and discharge maximums (averages, daily maximums, peak hours, gallons per minute, etc.) for NSP1 and Porter Ranch Subdivision combined.

D. Conditions Applicable to Water:

- i. Volume. This approval for NSP1 is for 600 units for residential and accessory uses and exactions land within NSP1.
- ii. Capacity. The applicant shall not use more water for NSP1 than they have paid water capacity fees for, unless and until the applicant has applied, been approved, and paid for additional capacity.

**Possible Alternatives.**

For the request for water service:

- 1. Modify the conditions of approval and approve the request for water service.
- 2. Other.

For the request for wastewater service:

- 1. Modify the conditions of approval and approve the request for wastewater service.
- 2. Deny the request for wastewater service.
- 3. Other

**Comprehensive Plan & Priority Alignment.**

This project relates to the Town Comprehensive Plan Common Value #1- Ecosystem Stewardship. Staff has provided the following sections of the Comprehensive Plan for consideration along with this request.

Common Value #1 – Ecosystem Stewardship

- Principle 1.2: Preserve and enhance water and air quality.
  - Policy 1.2.c: Monitor and maintain water quality – calls for monitoring cumulative impacts on water quality and the effectiveness of mitigation efforts and strive to exceed State and Federal requirements for quality and monitoring to enhance water quality in the area.

**Fiscal Impact.**

**Revenue:**

- Application and Review: Fees are billed at the rate in the adopted fee schedule at the time of the application or work performed by the Town staff. Fees associated with permits for construction will also be charged at the time of permitting (step 3 in the Town process for service requests)
- Capacity fees: Capacity fees are collected prior to connection and are determined by the fees established in the Municipal Code at the time of application for the permit to construct the connection.
- Direct Costs: The costs, if any, for labor and materials provided by the Town are paid by the Applicant as part of their construction permit.

- Ongoing Charges, Fees, Rates: The ongoing fiscal impacts thereafter are the base and usage rates paid to the Town. These amounts are set forth in the Jackson Municipal Code, and are updated regularly for all ratepayers.

**Expenditures:**

- When additional water and wastewater customers are connected to the Town's systems, there is a cumulative impact to the Town's operation and maintenance costs.

**Staff Impact.**

*Step 1:* Staff time during Step 1 has been 20 hours between Public Works, Planning, Legal and Administration staff.

*Step 2:* Drafting and consideration of Connection and Use Agreements will each have the following impacts for each agreement.

- Connection and Use Agreement Drafting: approximately 8-12 hours for Administration and Public Works, and 8-12 hours for Legal, for a total of 16-24 hours.
- Connection and Use Agreement Finalization and Staff Reports: 2-4 Hours for each Administration, Legal, and Public Works for a total of 6 to 12 hours.

*Step 3:* For each utility, construction permits for a system take approximately 16-32 hours and each individual connection and additional 4-8 hours.

Staff notes that these requests for service outside the corporate limits of the Town are time intensive, including significant time to review, draft, execute and administer the Connection and Use Agreements.

The impact to the Town of providing water and wastewater service at this time is minimal but contributes to the cumulative impact to Public Works staff who maintain the Town's infrastructure systems, the Finance Department that handles the billing, the Legal Department that handles initial and ongoing legal matters involving the Town utilities, and to the Wastewater Treatment Plant capacity as the Town continues to connect more customers both within and outside of Town limits.

**Attachments or Links.**

1. Application Materials

**Suggested Motion.**

I move to approve the JHHR Development II, Inc. request for water supply and wastewater collection and treatment services subject to the conditions of approval set forth in this staff report.

**PLANNING PERMIT APPLICATION****Planning & Building Department**

150 East Pearl Ave. | ph: (307) 733-0440  
 P.O. Box 1687 | [www.jacksonwy.com](http://www.jacksonwy.com)  
 Jackson, WY 83001

APPLICABILITY. This application should be used when applying for an application required by the Town of Jackson Land Development Regulations.

For additional information, visit <https://www.jacksonwy.gov/200/Planning> and select the applicable permit type

All applications and submittal materials shall be sent to [planning@jacksonwy.gov](mailto:planning@jacksonwy.gov). Paper applications are NOT accepted, and partial or incomplete applications will be returned to the applicant.

**PROJECT**

Name/Description: JHHR Northern South Park Area One

Physical Address: Hereford Ranch Tract 1A & Remainder Tract 10

Lot, Subdivision: n/a

PIDN: 22-40-16-06-3-00-023; 22-40-16-06-3-00-02C

**PROPERTY OWNER**

Name: JHHR Holdings I LLC

Phone:

Mailing Address: 2505 Shootin Iron Ranch Rd, Jackson WY 83001

Email: [nikki@jhherefordranch.com](mailto:nikki@jhherefordranch.com)

**APPLICANT/AUTHORIZED REPRESENTATIVE**

Name, Agency: JHHR Development II Inc.

Phone:

Mailing Address: 2505 Shootin Iron Ranch Rd, Jackson WY 83001

Email: [nikki@jhherefordranch.com](mailto:nikki@jhherefordranch.com)

**DESIGNATED PRIMARY CONTACT**
☐

Property Owner

☒

Applicant/Authorized Representative

**TYPE OF APPLICATION.** Check all that apply; details for each type of application are at <https://www.jacksonwy.gov/200/Planning>

**Use Permit**
☐

Basic Use

☐

Conditional Use

☐

Special Use

**Physical Development**
☐

Sketch Plan

☐

Development Plan

**Interpretations**
☐

Formal Interpretation

☐

Zoning Compliance Verification

Other: Request to Connect - Water and Sewer

**Relief from the LDRs**
☐

Administrative Adjustment

☐

Variance

☐

Beneficial Use Determination

**Subdivision/Development Option**
☐

Subdivision Plat

☐

Boundary Adjustment

☐

Development Option Plan

**Amendments to the LDRs**
☐

LDR Text Amendment

☐

Map Amendment

Signs, Design Review, and Pre-Application conferences have separate applications found on their respective webpage

**SUBMITTAL REQUIREMENTS.** Please ensure all submittal requirements are included. The Planning Department will not hold or process incomplete applications. Partial or incomplete applications will be returned to the applicant. Submit via email to [planning@jacksonwy.gov](mailto:planning@jacksonwy.gov).

**Notarized Letter of Authorization.** A notarized letter of consent from the landowner is **required** if the applicant is *not* the owner, or if an agent is applying on behalf of the landowner. Please see the Letter of Authorization at <https://www.jacksonwy.gov/DocumentCenter/View/115/Letter-of-Authorization-PDF?bidId=>

**Narrative Project Description.** Attach a narrative description of the project.

Additional submittal requirements are at <https://www.jacksonwy.gov/200/Planning> under the relevant application type.

**Pre-Submittal Steps (if required).** Submit all required pre-submittal steps with application.

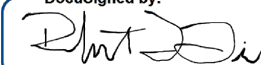
Pre-Application Conference #:

**Note:** Information provided by the applicant or other review agencies during the planning process may identify additional requirements which were not evident at the time of application submittal. Staff may request additional materials during review as needed to determine compliance with the LDRs.

**Application Fee.** The Town of Jackson Planning Department will contact you for payment once the application has been processed. Current fees can be found at <https://www.jacksonwy.gov/690/Fee-Schedule>

Applications received after 3:00 PM will be processed the next business day

Under penalty of perjury, I hereby certify that I have read this application and state that, to the best of my knowledge, all information submitted in this request is true and correct. I agree to comply with all county and state laws relating to the subject matter of this application.

DocuSigned by:  
  
95B2A8E1C773470...  
Signature  
Robert L. Gill  
Name Printed

1/23/2026  
Date  
Manager  
Title



TOWN OF JACKSON  
150 E Pearl Avenue  
PO Box 1687, Jackson, WY 83001  
P: (307)733-3932 F: (307)739-0919  
www.jacksonwy.gov

Date:

## LETTER OF AUTHORIZATION

### NAMING APPLICANT AS OWNER'S AGENT

**PRINT** full name of property owner as listed on the deed when it is an individual OR print full name and title of President or Principal Officer when the owner listed on the deed is a corporation or an entity other than an individual : Robert L. Gill

Being duly sworn, deposes and says that JHHR Holdings I LLC is the owner in fee of the premises located at:  
Name of property owner as listed on deed

Address of Premises: N/A PID: 22-40-16-06-3-00-020 & 22-40-16-06-3-00-023

Legal Description: Hereford Ranch Tract 1A & Remainder Adj. Hereford Ranch Tract 10

Please attach additional sheet for additional addresses and legal descriptions

And, that the person named as follows: Name of Applicant/agent: JHHR Development II Inc.

Mailing address of Applicant/agent: 2505 Shootin Iron Ranch Road, Jackson WY 83001

Email address of Applicant/agent: nikki@jhherefordranch.com

Phone Number of Applicant/agent: \_\_\_\_\_

Is authorized to act as property owner's agent and be the applicant for the application(s) checked below for a permit to perform the work specified is this(these) application(s) at the premises listed above:

- ☐ Development/Subdivision Plat Permit Application    ☐ Building Permit Application
- ☐ Public Right of Way Permit    ☐ Grading and Erosion Control Permit    ☐ Business License Application
- ☐ Demolition Permit    ☒ Other (describe) misc. permit - request to connect (sewer and water) and SWP

Under penalty of perjury, the undersigned swears that the foregoing is true and, if signing on behalf of a corporation, partnership, limited liability company or other entity, the undersigned swears that this authorization is given with the appropriate approval of such entity, if required.

[Signature]

95B2A8E1C773470  
Property Owner Signature  
Manager

Title if signed by officer, partner or member of corporation, LLC (secretary or corporate owner) partnership or other non-individual Owner

STATE OF Wyoming )  
COUNTY OF Teton ) SS.

The foregoing instrument was acknowledged before me by Robert L. Gill this 23  
day of January 2026. WITNESS my hand and official seal.

[Signature]  
Notary Public

My Commission expires: 12-20-27

AMBERLEY GOODCHILD BAKER  
Notary Public - State of Wyoming  
Commission ID 160674  
My Commission Expires Dec 20, 2027

**TOWN OF JACKSON  
REQUEST TO CONNECT WATER AND SEWER  
ENGINEER'S REPORT**

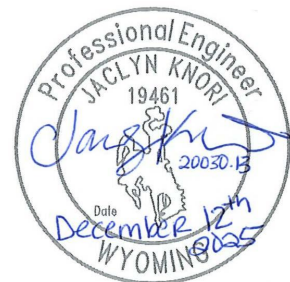
**JACKSON HOLE HEREFORD RANCH  
NORTHERN SOUTH PARK AREA 1**

**TETON COUNTY, WYOMING  
December 2025**



Owner:

JHHR Holdings I, LLC  
2505 Shootin Iron Ranch Rd  
Jackson, Wyoming 83001



Engineer:

Jorgensen Associates, Inc  
P.O Box 9550  
1315 S. Hwy 89, Suite 201  
Jackson, Wyoming 83002  
(307) 733-5150





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## ENGINEER'S REPORT AND INFRASTRUCTURE NARRATIVE

Prepared by Jorgensen Associates, Inc. Jaclyn Knori, P.E. & Thomas Kirsten, P.E.  
Project No. 20030.13 December 2025

The following narrative is for general consideration of connection to the Town of Jackson water and wastewater systems to serve land under ownership of JHHR Holdings I, LLC for the Northern South Park Area 1 development. The focus of this narrative is related to Town of Jackson Request to Connect application requirements. General information on the development is included for reference.

### PROJECT BACKGROUND:

Northern South Park (NSP) is a 200+ acre zoning overlay in Teton County located on the south-western edge of the Town of Jackson near High School Road. The Northern South Park Neighborhood Plan was adopted in 2022, and its associated Land Development Regulations were approved in March 2024 by Teton County Board of County Commissioners (BoCC). The Northern South Park Overlay was created to address the community's critical workforce housing crisis through private funding and land donation. A requirement of the overlay is 70% of the housing provided in the area must be deed restricted for workforce and affordable housing.

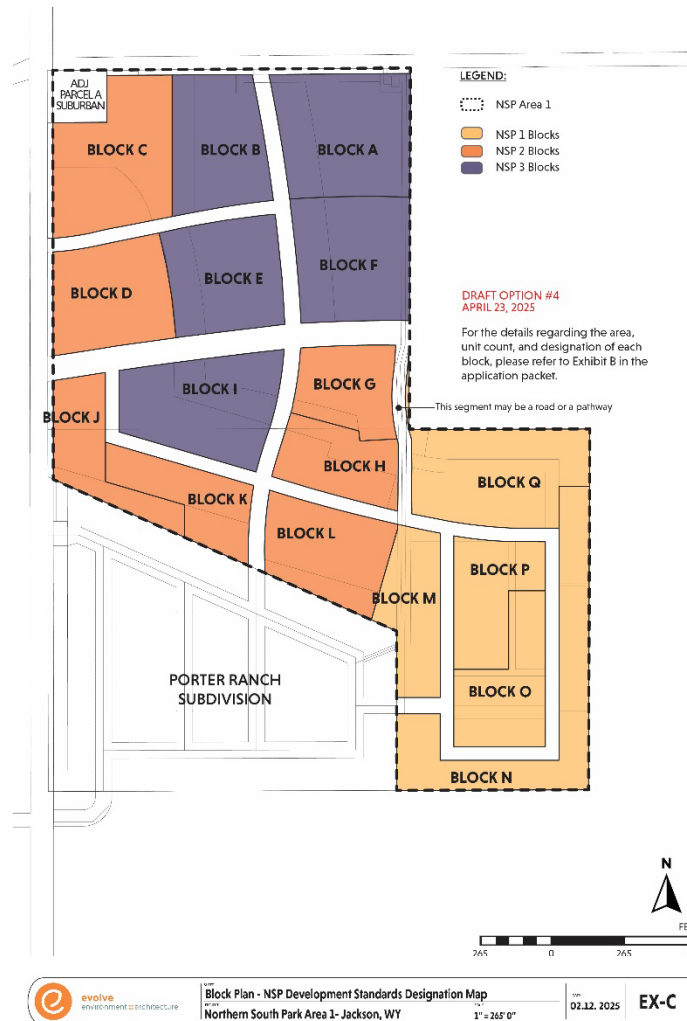
On May 19<sup>th</sup>, 2025, the BoCC voted to approve the Master Site Plan for Area 1 in Northern South Park for up to 600 housing units. Area 1 is approximately 74 acres and is owned by JHHR Holdings I, LLC. The allocation of the housing units per block is summarized below and depicted on the next page.

| Block | Zone  | Housing Allocation | Acres (Min to Max) | Housing Units (Min to Max) |
|-------|-------|--------------------|--------------------|----------------------------|
| A     | NSP 3 | Restricted         | 4.2 – 5.0          | 32 - 40                    |
| B     | NSP 3 | Restricted         | 3.2 – 4.4          | 38 - 49                    |
| C     | NSP 2 | Unrestricted       | 4.1 – 5.0          | 16 - 20                    |
| D     | NSP 2 | Restricted         | 3.2 – 4.3          | 55 - 69                    |
| E     | NSP 3 | Restricted         | 3.3 – 4.4          | 64 – 80                    |
| F     | NSP 3 | Restricted         | 3.7 – 5.0          | 27 – 33                    |
| G     | NSP 2 | Park Exaction      | 2.5 – 2.9          | 0                          |
| H     | NSP 2 | Restricted         | 2.5 – 2.9          | 22 – 28                    |
| I     | NSP 3 | Restricted         | 3.8 – 5.0          | 63 – 77                    |
| J     | NSP 2 | Restricted         | 2.5 – 2.9          | 14 – 18                    |
| K     | NSP 2 | Restricted         | 2.5 – 2.9          | 32 – 40                    |
| L     | NSP 2 | Unrestricted       | 2.9 – 4.0          | 32 – 40                    |
| M     | NSP 1 | Unrestricted       | 2.5 – 3.1          | 9 – 13                     |
| N     | NSP 1 | Unrestricted       | 4.2 – 5.0          | 32 – 40                    |
| O     | NSP 1 | Unrestricted       | 2.6 – 3.6          | 21 – 27                    |
| P     | NSP 1 | Restricted         | 2.5 – 3.2          | 37 – 47                    |
| Q     | NSP 1 | Unrestricted       | 4.2 – 5.0          | 12 - 16                    |

|                             |                   |
|-----------------------------|-------------------|
| <b>Total</b>                | <b>506 – 600*</b> |
| <i>Unrestricted Housing</i> | 154 – 180*        |
| <i>Restricted Housing</i>   | 353 – 420*        |

\*Although there is a range of estimated units on each block the total number of units in NSP Area 1 may not exceed 600 and the number of units in blocks with unrestricted housing designation may not exceed 30% of the total number of units. Final housing allocations will be determined by Teton County Development Plan application(s).





The next planning step for the development is submitting a Development Plan through the Teton County Planning Department for BoCC approval. The Teton County Land Development Regulations (LDRs) for the NSP overlay require that a Will Serve Letter from the Town of Jackson is provided with the Development Plan application. A Will Serve Letter to connect to Town water and wastewater facilities will be subject to approval by the Town Council of this Miscellaneous Planning Application. Following approval of the Will Serve Letter by the Town and the approval of the Development Plan by the County, the applicant will work with Town staff and attorney to execute Connection and Use Agreements for the water and sewer impacts to the Town's infrastructure.

### WASTEWATER COLLECTION AND TREATMENT:

The applicant is proposing connection of NSP Area 1 to the Town's wastewater treatment plant. The Teton County Land Development Regulations require connection to a community sanitary sewer collection system if the proposed connection is within 500 feet of the development and access is obtainable and feasible. Additionally, the NSP LDRs require the area to be connected to a public water supply distribution system and public wastewater treatment facility. The applicant also believes a connection to the Town wastewater system is in the best interest of the community and water quality in the area.

Wastewater collection internal to the development is planned as a gravity collection system meeting Town standards. Sewer mains will collect wastewater from the blocks and convey it to the southwest corner of the

Porter Ranch Development where it will be pumped to High School Road and the Town's gravity collection system. Each block will have a sewer main extension designed to Town standards. Manholes will be spaced appropriately along the gravity system. Services will be extended to lots and buildings.

The wastewater collection system serving the Porter Ranch Subdivision was designed to accommodate the wastewater from future development in NSP Area 1. Thus, pipes internal to the Porter Ranch Subdivision and the lift station are designed for future growth and the anticipated future development in the NSP Area 1. Connection points from Haystack House Road, and Hereford Ranch Road will connect the different areas of NSP Area 1 to the existing system. Conceptual layout of the wastewater collection system is shown in Appendix C: Project Plans.

| SANITARY SEWER PROJECTED FLOWS |              |             |             |
|--------------------------------|--------------|-------------|-------------|
| Single Family Residential      |              |             |             |
| Block                          | No. of Units | Average gpd | Maximum gpd |
| A <sup>1</sup>                 | 40           | 8,850       | 14,750      |
| B <sup>2</sup>                 | 45           | 9,170       | 15,280      |
| C <sup>2</sup>                 | 16           | 3,490       | 5,800       |
| D                              | 67           | 13,470      | 22,450      |
| E                              | 74           | 14,880      | 24,790      |
| F <sup>1</sup>                 | 32           | 7,250       | 12,070      |
| G <sup>2</sup>                 | 0            | 200         | 320         |
| H                              | 28           | 4,640       | 7,720       |
| I                              | 72           | 14,480      | 24,120      |
| J                              | 16           | 3,350       | 5,580       |
| K                              | 40           | 8,390       | 13,960      |
| L                              | 40           | 8,390       | 13,960      |
| M                              | 13           | 2,740       | 4,560       |
| N                              | 38           | 7,980       | 13,280      |
| O                              | 21           | 4,410       | 7,350       |
| P                              | 46           | 7,710       | 12,830      |
| Q <sup>2</sup>                 | 12           | 2,680       | 4,440       |
| All Blocks                     | 600          | 122,080     | 203,260     |
| PEAK HOUR, GPM                 |              |             |             |
|                                |              |             | 565         |

Notes:

<sup>1</sup> Blocks A & F contain a school exaction.

<sup>2</sup> Blocks B, C, G & Q contain park exactions.

The above flow calculations are assuming full build-out of Area 1 with the approved 600 units of the Master Site Plan. The units per block are estimated and shown for estimating purposes only, final units per block will be

subject to development plan approval by the BoCC. Following development plan, the applicant will work with Town staff to refine the flow calculations prior to execution of the Connection and Use Agreements.

***DOWNSTREAM SEWER IMPACTS:***

The infrastructure in Porter Ranch including the sewer collection system, lift station and forcemain were designed to accommodate flows from Northern South Park Area 1. The discharge of the Porter Ranch forcemain is in High School Rd near the intersection of Middle School Road to a 15" sewer main. The June 2021 Town of Jackson Water and Sewer System Evaluations Report identifies this section of pipe (from Middle School Road to High School East Entrance Rd) needs to be upgraded. The Town worked with Jorgensen on the 2024 Summer Sewer Flow Study that establishes the peak flowrate of this trunkline. The study demonstrated the measured flows in Zone 8 (15" sewer) are less than what was projected in the 2021 report. In Appendix B the Downstream Impacts exhibit shows the measured 2024 flows, and projected Porter Ranch and Northern South Park Area 1 flows in an 18" and 15" sewer main at minimum slopes. The TOJ 10-year Capital Improvements Plan has the upgrade slated by FY-2029. Prior to execution of the Connection and Use Agreements the applicant will work with the Town to establish if this improvement is necessary.

The 2021 Town of Jackson Water and Sewer Systems Evaluations Report indicates the Town's wastewater treatment plant has capacity for the full buildout of the Town and all currently connected satellite systems. Additional capacity is reserved for a future satellite system(s). Northern South Park, where the NSP Area 1 is located, was specifically allocated 570 additional units. According to the study, the need for expansion at the treatment plant under these future buildout conditions, including 570 units in NSP, is not projected to occur for another 30 years.

***WASTEWATER STRENGTH:***

Wastewater from this development is expected to be typical residential strength. No commercial operations are planned for this development that would produce wastewater other than typical residential wastewater.

***METERING:***

The lift station installed at the southern end of the Porter Ranch Subdivision has a flow meter in addition to hour meters and cycle counters. The lift station controls have input and output contacts for connection to the Town Supervisory Control and Data Acquisition System, and meter readings will be made available to the Town.

**WATER SUPPLY AND DISTRIBUTION:**

Pursuant to a 2024 agreement (Doc. 1087292) with the applicant, the Town of Jackson will provide water supply to NSP Area 1. As part of the agreement, the applicant provided an easement for two wells and a control building in the northeast of NSP Area 1 to address the capacity requirements of Zone 3B in the Town's water system. A schematic of the water distribution system and these wells is included in Appendix C: Project Plans.

The connection to the Town's water system, which will be further coordinated with Town's staff following this application, will likely be via multiple points to provide a looped system. The suburban subdivision south of NSP Area 1, the Porter Ranch, provides two connection points to the development for redundancy. The Porter Ranch Subdivision is in Zone 3B of the Town's water system and a pressure-reducing station may be required for NSP Area 1.

Internal to NSP Area 1, a network of pipes will be used to supply domestic water for residential domestic use, lawn and landscape watering, and to supply fire suppression water to the development. The Town's water system standards will be incorporated in the design. The distribution network will limit dead-end lines and provide services to each block and subsequent development. Fire hydrants and isolation valves will be installed at appropriate intervals throughout the development. Water service connections will be provided to the parks for irrigation and other uses.

Pipe sizes will be determined through hydraulic analysis following Teton County Development approval. Connection points are proposed in High School Road, Haystack House Road, and Hereford Ranch Road to serve the different blocks of NSP Area 1. Conceptual layout of the water distribution system is shown in Appendix C: Project Plans.

| PROJECTED WATER DEMAND          |                 |                  |                  |                |
|---------------------------------|-----------------|------------------|------------------|----------------|
| Single Family Residential Units |                 |                  |                  |                |
| Block                           | Number of Units | Average Day, gpd | Maximum Day, gpd | Peak Hour, gpm |
| A <sup>1</sup>                  | 40              | 22,690           | 56,250           | 87             |
| B <sup>2</sup>                  | 45              | 24,140           | 60,970           | 92             |
| C <sup>2</sup>                  | 16              | 14,830           | 32,530           | 74             |
| D                               | 67              | 29,320           | 79,730           | 91             |
| E                               | 74              | 32,380           | 88,060           | 101            |
| F <sup>1</sup>                  | 32              | 18,560           | 45,680           | 76             |
| G <sup>2</sup>                  | 0               | 7,190            | 11,960           | 49             |
| H                               | 28              | 10,500           | 28,560           | 33             |
| I                               | 72              | 31,500           | 85,680           | 98             |
| J                               | 16              | 7,250            | 19,720           | 23             |
| K                               | 40              | 18,500           | 50,320           | 58             |
| L                               | 40              | 18,500           | 50,320           | 58             |
| M                               | 13              | 6,030            | 16,370           | 19             |
| N                               | 38              | 17,580           | 47,820           | 55             |
| O                               | 21              | 9,730            | 26,430           | 30             |
| P                               | 46              | 17,380           | 47,260           | 54             |
| Q <sup>2</sup>                  | 12              | 10,590           | 23,500           | 52             |
| TOTAL WATER DEMAND              |                 |                  |                  |                |
| All Blocks                      | 600             | 296,670          | 771,160          | 1,047          |

Notes:

<sup>1</sup> Blocks A & F contain a school exaction.

<sup>2</sup> Blocks B, C, G & Q contain park exactions.

The above flow calculations are assuming full build-out of Area 1 with the approved 600 units by the Master Site Plan. The units per block are estimated and shown only for estimating purposes, final units per block will be

subject to development plan approval by the BoCC. Following development plan, the applicant will work with Town staff to refine the flow calculations prior to execution of the Connection and Use Agreements.

***METERING:***

The Porter Ranch Subdivision has a master meter on the existing connection to the Town of Jackson's water system on South Park Loop Road. Any other connections made to the Town's system will include an above ground master meter and backflow preventer meeting Town of Jackson Standards. Water meters meeting Town standards will be required on all residences. The Town typically requires meters to be purchased from the Town. The HOA or district will follow the requirements laid out in the connection agreement negotiated with the Town.

**OTHER CONSIDERATIONS:**

***OWNERSHIP AND TIMING OF CONNECTION FEES:***

The project is a private development and will be constructed, owned, and operated privately once approvals are underway.

Northern South Park has three types of development zones, each with different underlying densities. The applicant is proposing the following timing of connection fees for each zone:

1. Blocks zoned NSP 1 (Single Family Lots) – connection fees to be paid at final plat approval of single-family homes/lots with a SWP.
2. Blocks zoned NSP 2 and NSP 3 (Multi-Family Buildings) – connection fees to be paid at building permit with a SWP.

The blocks zoned NSP 2 and NSP 3 will have numerous multifamily homes, with groups of structures built at different times by different non-profit housing entities who need the ability to pay the fee when the homes are actually being built.

***OPERATION & MAINTENANCE:***

The Porter Ranch Subdivision has a licensed operator, Clearwater Operations, that operates their water and sewer systems. NSP Area 1 will look at opportunities to have Clearwater assist with infrastructure on their property. JHHR has also been advised to include operation, maintenance, and replacement charges in their homeowners' agreements. Documents from the design and construction phases of work will be included in a final Operations and Maintenance Manual that is required before the system is completed and turned over to the HOA or other entity responsible for the water and sewer systems.

***SOILS AND GEOLOGICAL CHARACTERISTICS:***

The site is located southwest of Jackson, Wyoming approximately two miles to the east of the main channel of the Snake River and adjacent to the southeast intersection corner of South Park Loop Road and High School Road. This area is located within the Snake River alluvial floodplain, with an approximate elevation range of 6,100 to 6,120 feet above mean sea level. Past aerial images indicate that the area has been used for agricultural purposes with no improvements occurring for decades. Several irrigation ditches and laterals are present, and are actively used.

This site is found on the geologic map Geologic Map of Grand Teton National Park, Teton County, Wyoming, by J.D. Love et al. published in 1992. According to the map, the project site is covered by Quaternary-age alluvial deposits which consist of cobbles, gravel, sand, and varying amounts of fine-

grained soils. This is consistent with Jorgensen Associates' knowledge and experience in the vicinity of the project area. A subsurface exploration was performed for the Porter Ranch Subdivision in 2022. A total of nine open test pits were excavated and logged as part of the subsurface exploration. All nine test pits encountered soils that are consistent with the mapped soils: alluvial deposits comprising cobbles, gravels, and sands with varying amounts of fine-grained soils. Groundwater elevation monitoring was conducted through 2025. During the installation of the monitoring wells soils information was gathered and confirmed consistent soils throughout the area. Bedrock is assumed to be very deep. Located within the Intermountain Seismic Belt, risks associated with major earthquakes are relatively high and site-specific ground motion accelerations should be derived per the International Building Code.

Through monitoring, local groundwater levels have been found to be mainly influenced by local irrigation practices, rather than the local rivers and streams, and are expected to fluctuate seasonally. A groundwater monitoring effort was performed at the Porter Ranch Subdivision during the spring and summer of 2023. The groundwater monitoring effort indicated groundwater fluctuates prior to and after local irrigation practices (i.e. May and August) with peak groundwater levels ranging from 0.5-feet to 9.0-feet below ground surface (depending on proximity to irrigation ditches, flood irrigation practices, and other geographic conditions). Once the 2025 monitoring data is available, similar groundwater conditions are expected at the proposed project site.

The existing native stony alluvial flood-plain material, consisting of cobbles, gravel, sand, and varying amounts of fine-grained soils, is anticipated to provide adequate support for proposed foundations. Interbedded layers of loose sands or fine-grained flood plain deposits may be encountered and represent a risk of settlement. Where encountered these deposits should be evaluated and removed where appropriate.

***PERMIT REQUIREMENTS:***

Permitting currently Identified for the design and construction of the water and sewer infrastructure for this development include the following permits:

- Teton County Development Permit
- Connection and Use Agreements with Town of Jackson\*
- WYDEQ Chapter 23
- Teton County Grading and Erosion Control Permit
- Teton County Access Permit
- Teton County Right Of Way Permit
- WYDEQ Permit To Construct
- Town of Jackson Sewer and Water Permit
- Town of Jackson Public Right of Way Permit
- WYDEQ SWPPP Large Construction Permit

\*Following the approval of the Development Plan for this project the applicant will work with the Town of Jackson on execution of Connection and Use Agreements for the development. The Development Plan approval timeline is unknown at this time. The applicant is requesting to have a minimum of 3 years between the issuance of the Will Serve letter to execute these agreements with the Town with allowance to extend the timeline by one year if the Development Plan approval extends into 2027.

***ADDITIONAL CONNECTIONS:***

At this time no additional connections are planned from adjacent properties. The Legacy Lot in the northwest corner of the property was approved for connection during the Porter Ranch Will Serve package and will formally connect during development of Northern South Park Area 1.

***CABLE AND NATURAL GAS UTILITIES:***

Cable and gas utilities will be provided to the blocks with the coordination of electrical power, natural gas, and communications providers. As part of the construction of the Porter Ranch Subdivision electric and gas utilities by Lower Valley Energy and communication lines by Silver Star and Spectrum were installed in anticipation of the NSP Area 1 development. A 30-foot easement is located along the eastern boundary of the NSP Area 1 from Porter Ranch Subdivision to High School Road. This easement allows for the connectivity and redundancy of these utilities and was designed to accommodate NSP Area 1.

# **APPENDIX A:**

## **Water And Sewer Demands**



## Wastewater Generation Projections

### Northern South Park Area 1

### Supplemental Information for TOJ Connection

BY: JK/TK

Date: 12 December 2025

Average Daily Flow<sup>1</sup> **60%**

Peak Hour Factor<sup>2</sup> **4.0**

| SANITARY SEWER PROJECTED FLOWS |                            |              |                                     |             |             |
|--------------------------------|----------------------------|--------------|-------------------------------------|-------------|-------------|
| Single Family Residential      |                            |              |                                     |             |             |
| Block                          | Unit Type                  | No. of Units | Max Flow per Unit, gpd <sup>3</sup> | Average gpd | Maximum gpd |
| A                              | 3 bedroom Units            | 20           | 390                                 | 4,680       | 7,800       |
|                                | 2 Bedroom Units            | 20           | 280                                 | 3,360       | 5,600       |
|                                | School <sup>3</sup>        | 90 person    | 15 gpd                              | 810         | 1,350       |
| Totals                         |                            | 40           |                                     | 8,850       | 14,750      |
| B                              | 3 bedroom Units            | 23           | 390                                 | 5,270       | 8,780       |
|                                | 2 Bedroom Units            | 23           | 280                                 | 3,780       | 6,300       |
|                                | Park Bathroom <sup>4</sup> | 50 person    | 4 gpd                               | 120         | 200         |
| Totals                         |                            | 45           |                                     | 9,170       | 15,280      |
| C                              | 4 bedroom Units            | 3            | 470                                 | 910         | 1,510       |
|                                | 3 bedroom Units            | 6            | 390                                 | 1,500       | 2,500       |
|                                | 2 Bedroom Units            | 5            | 280                                 | 810         | 1,350       |
|                                | 1 Bedroom Units            | 2            | 150                                 | 150         | 240         |
|                                | Park Bathroom <sup>4</sup> | 50 person    | 4 gpd                               | 120         | 200         |
| Totals                         |                            | 16           |                                     | 3,490       | 5,800       |
| D                              | 3 bedroom Units            | 34           | 390                                 | 7,840       | 13,070      |
|                                | 2 Bedroom Units            | 34           | 280                                 | 5,630       | 9,380       |
| Totals                         |                            | 67           |                                     | 13,470      | 22,450      |
| E                              | 3 bedroom Units            | 37           | 390                                 | 8,660       | 14,430      |
|                                | 2 Bedroom Units            | 37           | 280                                 | 6,220       | 10,360      |
| Totals                         |                            | 74           |                                     | 14,880      | 24,790      |
| F                              | 3 bedroom Units            | 16           | 390                                 | 3,750       | 6,240       |
|                                | 2 Bedroom Units            | 16           | 280                                 | 2,690       | 4,480       |
|                                | School <sup>3</sup>        | 90 person    | 15 gpd                              | 810         | 1,350       |
| Totals                         |                            | 32           |                                     | 7,250       | 12,070      |
| G                              | Park Bathroom <sup>4</sup> | 80 person    | 4 gpd                               | 200         | 320         |
| Totals                         |                            |              |                                     | 200         | 320         |

| SANITARY SEWER PROJECTED FLOWS |                 |              |                          |             |             |
|--------------------------------|-----------------|--------------|--------------------------|-------------|-------------|
| Single Family Residential      |                 |              |                          |             |             |
| Block                          | Unit Type       | No. of Units | Max Flow per Unit, gpd 3 | Average gpd | Maximum gpd |
| H                              | 3 bedroom Units | 6            | 390                      | 1,410       | 2,340       |
|                                | 2 Bedroom Units | 16           | 280                      | 2,690       | 4,480       |
|                                | 1 Bedroom Units | 6            | 150                      | 540         | 900         |
| Totals                         |                 | 28           |                          | 4,640       | 7,720       |
| I                              | 3 bedroom Units | 36           | 390                      | 8,430       | 14,040      |
|                                | 2 Bedroom Units | 36           | 280                      | 6,050       | 10,080      |
| Totals                         |                 | 72           |                          | 14,480      | 24,120      |
| J                              | 3 bedroom Units | 10           | 390                      | 2,340       | 3,900       |
|                                | 2 Bedroom Units | 6            | 280                      | 1,010       | 1,680       |
|                                | 1 Bedroom Units | 0            | 150                      | 0           | 0           |
| Totals                         |                 | 16           | 820                      | 3,350       | 5,580       |
| K                              | 4 bedroom Units | 8            | 470                      | 2,260       | 3,760       |
|                                | 3 bedroom Units | 16           | 390                      | 3,750       | 6,240       |
|                                | 2 Bedroom Units | 12           | 280                      | 2,020       | 3,360       |
|                                | 1 Bedroom Units | 4            | 150                      | 360         | 600         |
| Totals                         |                 | 40           |                          | 8,390       | 13,960      |
| L                              | 4 bedroom Units | 8            | 470                      | 2,260       | 3,760       |
|                                | 3 bedroom Units | 16           | 390                      | 3,750       | 6,240       |
|                                | 2 Bedroom Units | 12           | 280                      | 2,020       | 3,360       |
|                                | 1 Bedroom Units | 4            | 150                      | 360         | 600         |
| Totals                         |                 | 40           |                          | 8,390       | 13,960      |
| M                              | 4 bedroom Units | 3            | 470                      | 740         | 1,230       |
|                                | 3 bedroom Units | 5            | 390                      | 1,220       | 2,030       |
|                                | 2 Bedroom Units | 4            | 280                      | 660         | 1,100       |
|                                | 1 Bedroom Units | 1            | 150                      | 120         | 200         |
| Totals                         |                 | 13           |                          | 2,740       | 4,560       |
| N                              | 4 bedroom Units | 8            | 470                      | 2,150       | 3,580       |
|                                | 3 bedroom Units | 15           | 390                      | 3,560       | 5,930       |
|                                | 2 Bedroom Units | 11           | 280                      | 1,920       | 3,200       |
|                                | 1 Bedroom Units | 4            | 150                      | 350         | 570         |
| Totals                         |                 | 38           |                          | 7,980       | 13,280      |
| O                              | 4 bedroom Units | 4            | 470                      | 1,190       | 1,980       |
|                                | 3 bedroom Units | 8            | 390                      | 1,970       | 3,280       |
|                                | 2 Bedroom Units | 6            | 280                      | 1,060       | 1,770       |
|                                | 1 Bedroom Units | 2            | 150                      | 190         | 320         |
| Totals                         |                 | 21           |                          | 4,410       | 7,350       |

| SANITARY SEWER PROJECTED FLOWS                  |                            |              |                                     |             |             |
|-------------------------------------------------|----------------------------|--------------|-------------------------------------|-------------|-------------|
| Single Family Residential                       |                            |              |                                     |             |             |
| Block                                           | Unit Type                  | No. of Units | Max Flow per Unit, gpd <sup>3</sup> | Average gpd | Maximum gpd |
| P                                               | 3 bedroom Units            | 9            | 390                                 | 2,110       | 3,510       |
|                                                 | 2 Bedroom Units            | 29           | 280                                 | 4,880       | 8,120       |
|                                                 | 1 Bedroom Units            | 8            | 150                                 | 720         | 1,200       |
| Totals                                          |                            | 46           |                                     | 7,710       | 12,830      |
| Q                                               | 4 bedroom Units            | 2            | 470                                 | 680         | 1,130       |
|                                                 | 3 bedroom Units            | 5            | 390                                 | 1,130       | 1,880       |
|                                                 | 2 Bedroom Units            | 4            | 280                                 | 610         | 1,010       |
|                                                 | 1 Bedroom Units            | 1            | 150                                 | 110         | 180         |
|                                                 | Park Bathroom <sup>4</sup> | 60 person    | 4 gpd                               | 150         | 240         |
| Totals                                          |                            | 12           |                                     | 2,680       | 4,440       |
| TOTAL WASTEWATER PROJECTED FLOW, GPD            |                            |              |                                     | 122,080     | 203,260     |
|                                                 |                            |              |                                     |             |             |
| TOTAL WASTEWATER PROJECTED FLOW, PEAK HOUR, GPM |                            |              |                                     |             | 565         |

Notes:

**The block unit counts were forced to equal 600. Final units per block are subject to Teton County Development Approval and change.**

<sup>1</sup> Peak Hour Factor on the Max. Day based on busiest hour during busiest quart of the day; from TOJ 2021 Capacity Report

<sup>2</sup> Typical Wastewater Peak Hour Factor for Small Suburban Residential

<sup>3</sup> Assumes similar occupancy to Jackson Elementary School (360 persons) with 15 gpd/person (WYDEQ CH 25 Section 5, Table 2). One quarter of the school is on block A and F. Other half is on adjacent NSP Area 2

<sup>4</sup> Park bathroom assumes max. day usage people per day at 4 gal. per person (WYDEQ CH 25 Section 5, Table 2)

## Water System Demands

### Northern South Park Area 1

### Supplemental Information for TOJ Connection

BY: JK/TK

Date: 12 December 2025

|                                        |      |      |
|----------------------------------------|------|------|
| Average Day Demand Factor <sup>1</sup> | 125  | gpcd |
| Maximum Day Demand <sup>1</sup>        | 340  | gpcd |
| Peak Hour Factor <sup>2</sup>          | 1.65 | PHF  |

| PROJECTED WATER DEMAND          |                                |            |                 |                  |                  |                |
|---------------------------------|--------------------------------|------------|-----------------|------------------|------------------|----------------|
| Single Family Residential Units |                                |            |                 |                  |                  |                |
| Block                           | Use Type                       | Occupancy  | Number of Units | Average Day, gpd | Maximum Day, gpd | Peak Hour, gpm |
| A                               | 3 Bedroom Units                | 4          | 20              | 10,000           | 27,200           | 31.2           |
|                                 | 2 Bedroom Units                | 3          | 20              | 7,500            | 20,400           | 23.4           |
|                                 | School <sup>3</sup>            | 90 person  | 15 gpd          | 810              | 1,350            | 1.5            |
|                                 | School Irrigation <sup>4</sup> | 1.88 acres | 1               | 4,380            | 7,300            | 30.4           |
| Totals                          |                                |            | 40              | 22,690           | 56,250           | 87             |
| B                               | 3 Bedroom Units                | 4          | 23              | 11,250           | 30,600           | 35.1           |
|                                 | 2 Bedroom Units                | 3          | 23              | 8,440            | 22,950           | 26.3           |
|                                 | Park Bathroom <sup>5</sup>     | 50 person  | 4 gpd           | 120              | 200              | 0.2            |
|                                 | Park Irrigation <sup>6</sup>   | 1.86 acres | 1               | 4,330            | 7,220            | 30.1           |
| Totals                          |                                |            | 45              | 24,140           | 60,970           | 92             |
| C                               | 4 Bedroom Units                | 5          | 3               | 2,000            | 5,440            | 6.2            |
|                                 | 3 Bedroom Units                | 4          | 6               | 3,200            | 8,710            | 10.0           |
|                                 | 2 Bedroom Units                | 3          | 5               | 1,800            | 4,900            | 5.6            |
|                                 | 1 Bedroom Units                | 2          | 2               | 400              | 1,090            | 1.2            |
|                                 | Park Bathroom <sup>5</sup>     | 50 person  | 4 gpd           | 120              | 200              | 0.2            |
|                                 | Park Irrigation <sup>6</sup>   | 3.14 acres | 1               | 7,310            | 12,190           | 50.8           |
| Totals                          |                                |            | 16              | 14,830           | 32,530           | 74             |
| D                               | 3 Bedroom Units                | 4          | 34              | 16,750           | 45,560           | 52.2           |
|                                 | 2 Bedroom Units                | 3          | 34              | 12,570           | 34,170           | 39.2           |
|                                 | 1 Bedroom Units                | 2          | 0               | 0                | 0                | 0.0            |
| Totals                          |                                |            | 67              | 29,320           | 79,730           | 91             |
| E                               | 3 Bedroom Units                | 4          | 37              | 18,500           | 50,320           | 57.7           |
|                                 | 2 Bedroom Units                | 3          | 37              | 13,880           | 37,740           | 43.2           |
| Totals                          |                                |            | 74              | 32,380           | 88,060           | 101            |

| PROJECTED WATER DEMAND          |                                |            |                 |                  |                  |                |
|---------------------------------|--------------------------------|------------|-----------------|------------------|------------------|----------------|
| Single Family Residential Units |                                |            |                 |                  |                  |                |
| Block                           | Use Type                       | Occupancy  | Number of Units | Average Day, gpd | Maximum Day, gpd | Peak Hour, gpm |
| F                               | 3 Bedroom Units                | 4          | 16              | 8,000            | 21,760           | 24.9           |
|                                 | 2 Bedroom Units                | 3          | 16              | 6,000            | 16,320           | 18.7           |
|                                 | School <sup>3</sup>            | 90 person  | 15 gpd          | 810              | 1,350            | 1.5            |
|                                 | School Irrigation <sup>4</sup> | 1.61 acres | 1               | 3,750            | 6,250            | 30             |
| Totals                          |                                |            | 32              | 18,560           | 45,680           | 76             |
| G                               | Park Bathroom <sup>5</sup>     | 80 person  | 4 gpd           | 200              | 320              | 0.4            |
|                                 | Park Irrigation <sup>6</sup>   | 3 acres    | 1               | 6,990            | 11,640           | 48.5           |
| Totals                          |                                |            |                 | 7,190            | 11,960           | 49             |
| H                               | 3 Bedroom Units                | 4          | 6               | 3,000            | 8,160            | 9.4            |
|                                 | 2 Bedroom Units                | 3          | 16              | 6,000            | 16,320           | 18.7           |
|                                 | 1 Bedroom Units                | 2          | 6               | 1,500            | 4,080            | 4.7            |
| Totals                          |                                |            | 28              | 10,500           | 28,560           | 33             |
| I                               | 3 Bedroom Units                | 4          | 36              | 18,000           | 48,960           | 56.1           |
|                                 | 2 Bedroom Units                | 3          | 36              | 13,500           | 36,720           | 42.1           |
| Totals                          |                                |            | 72              | 31,500           | 85,680           | 98             |
| J                               | 3 Bedroom Units                | 4          | 10              | 5,000            | 13,600           | 15.6           |
|                                 | 2 Bedroom Units                | 3          | 6               | 2,250            | 6,120            | 7.0            |
| Totals                          |                                |            | 16              | 7,250            | 19,720           | 23             |
| K                               | 4 Bedroom Units                | 5          | 8               | 5,000            | 13,600           | 15.6           |
|                                 | 3 Bedroom Units                | 4          | 16              | 8,000            | 21,760           | 24.9           |
|                                 | 2 Bedroom Units                | 3          | 12              | 4,500            | 12,240           | 14.0           |
|                                 | 1 Bedroom Units                | 2          | 4               | 1,000            | 2,720            | 3.1            |
| Totals                          |                                |            | 40              | 18,500           | 50,320           | 58             |
| L                               | 4 Bedroom Units                | 5          | 8               | 5,000            | 13,600           | 15.6           |
|                                 | 3 Bedroom Units                | 4          | 16              | 8,000            | 21,760           | 24.9           |
|                                 | 2 Bedroom Units                | 3          | 12              | 4,500            | 12,240           | 14.0           |
|                                 | 1 Bedroom Units                | 2          | 4               | 1,000            | 2,720            | 3.1            |
| Totals                          |                                |            | 40              | 18,500           | 50,320           | 58             |

| PROJECTED WATER DEMAND          |                              |           |                 |                  |                  |                |
|---------------------------------|------------------------------|-----------|-----------------|------------------|------------------|----------------|
| Single Family Residential Units |                              |           |                 |                  |                  |                |
| Block                           | Use Type                     | Occupancy | Number of Units | Average Day, gpd | Maximum Day, gpd | Peak Hour, gpm |
| M                               | 4 Bedroom Units              | 5         | 3               | 1,630            | 4,420            | 5.1            |
|                                 | 3 Bedroom Units              | 4         | 5               | 2,600            | 7,080            | 8.1            |
|                                 | 2 Bedroom Units              | 3         | 4               | 1,470            | 3,980            | 4.6            |
|                                 | 1 Bedroom Units              | 2         | 1               | 330              | 890              | 1.0            |
| Totals                          |                              |           | 13              | 6,030            | 16,370           | 19             |
| N                               | 4 Bedroom Units              | 5         | 8               | 4,750            | 12,920           | 14.8           |
|                                 | 3 Bedroom Units              | 4         | 15              | 7,600            | 20,680           | 23.7           |
|                                 | 2 Bedroom Units              | 3         | 11              | 4,280            | 11,630           | 13.3           |
|                                 | 1 Bedroom Units              | 2         | 4               | 950              | 2,590            | 3.0            |
| Totals                          |                              |           | 38              | 17,580           | 47,820           | 55             |
| O                               | 4 Bedroom Units              | 5         | 4               | 2,630            | 7,140            | 8.2            |
|                                 | 3 Bedroom Units              | 4         | 8               | 4,200            | 11,430           | 13.1           |
|                                 | 2 Bedroom Units              | 3         | 6               | 2,370            | 6,430            | 7.4            |
|                                 | 1 Bedroom Units              | 2         | 2               | 530              | 1,430            | 1.6            |
| Totals                          |                              |           | 21              | 9,730            | 26,430           | 30             |
| P                               | 3 Bedroom Units              | 4         | 9               | 4,500            | 12,240           | 14.0           |
|                                 | 2 Bedroom Units              | 3         | 29              | 10,880           | 29,580           | 33.9           |
|                                 | 1 Bedroom Units              | 2         | 8               | 2,000            | 5,440            | 6.2            |
| Totals                          |                              |           | 46              | 17,380           | 47,260           | 54             |
| Q                               | 4 Bedroom Units              | 5         | 2               | 1,500            | 4,080            | 4.7            |
|                                 | 3 Bedroom Units              | 4         | 5               | 2,400            | 6,530            | 7.5            |
|                                 | 2 Bedroom Units              | 3         | 4               | 1,350            | 3,680            | 4.2            |
|                                 | 1 Bedroom Units              | 2         | 1               | 300              | 820              | 0.9            |
|                                 | Park Bathroom <sup>5</sup>   | 60 person | 4 gpd           | 150              | 240              | 0.3            |
|                                 | Park Irrigation <sup>6</sup> | 2.1 acres | 1               | 4,890            | 8,150            | 34.0           |
| Totals                          |                              |           | 12              | 10,590           | 23,500           | 52             |
| TOTAL WATER DEMAND              |                              |           |                 | 296,670          | 771,160          | 1,047          |

Notes:

**The block unit counts were forced to equal 600. Final units per block are subject to Teton County Development Approval and change.**

<sup>1</sup> Based on DEQ Chapter 12; 125 gpcd Ave. Day and 340 gpcd Max. Day; includes lawn and landscape watering.

<sup>2</sup> Peak Hour Factor on the Max. Day based on busiest hour during busiest quart of the day; from TOJ 2021 Capacity Report

<sup>3</sup> Assumes similar occupancy to Jackson Elementary School (360 persons) with 15 gpd/person (WYDEQ CH 25 Section 5, Table 2). One quarter of the school is on block A and F. Other half is on adjacent NSP Area 2

<sup>4</sup> Assumes 1" of water of irrigation per week with similar green spaces as Jackson Elementary School, 5 acres for full elementary school; half of school in NSP Area 1. Irrigation would occur between 10 pm and 8 am. Outside of domestic peak.

<sup>5</sup> Park bathroom assumes max. day usage people per day at 4 gal. per person (WYDEQ CH 25 Section 5, Table 2)

<sup>6</sup> Assumes 1" of water of irrigation per week for whole park.

## **APPENDIX B:**

# **Downstream Impacts**



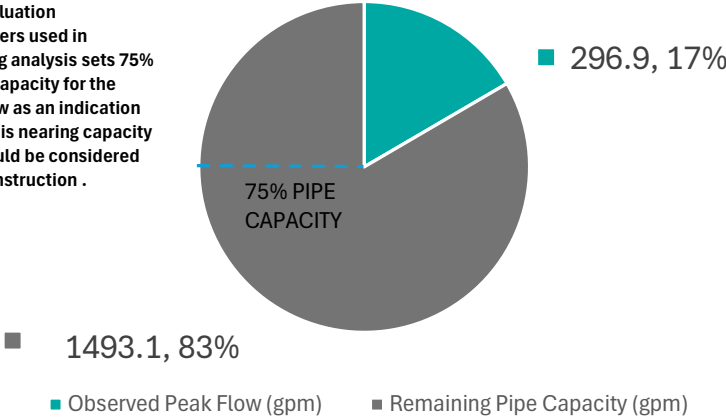
Pipe Size: 18"

Calculated Pipe Capacity 2,577,600 gpd Daily  
at Min. Slope: 1,790 gpm Peak

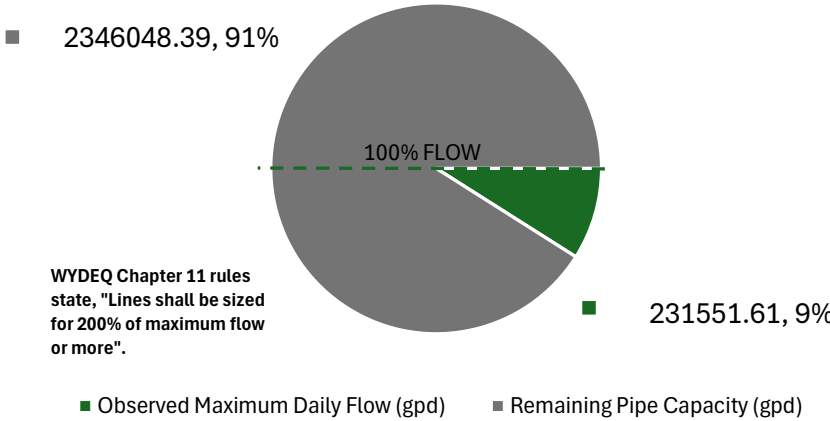
Observed Maximum Flow: 231,552 gpd Daily  
297 gpm Peak

ZONE 8 FLOWS IN 18" PIPE  
COMPARISON OF PEAK FLOW TO MAX. PIPE CAPACITY AT  
MINIMUM SLOPE

Pipe evaluation  
parameters used in  
modeling analysis sets 75%  
of pipe capacity for the  
peak flow as an indication  
the pipe is nearing capacity  
and should be considered  
for reconstruction .

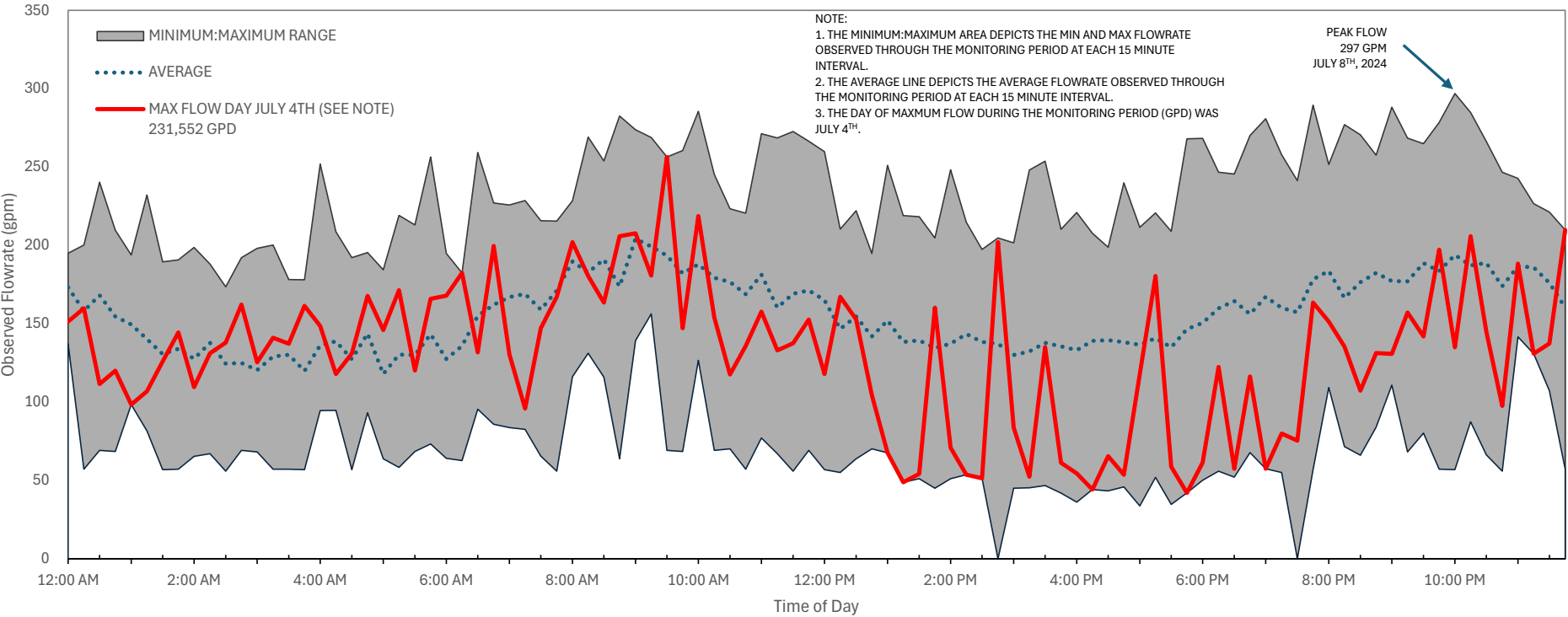


ZONE 8 FLOWS IN 18" PIPE  
COMPARISON OF MAX. DAILY FLOW TO MAX. PIPE  
CAPACITY AT MINIMUM SLOPE



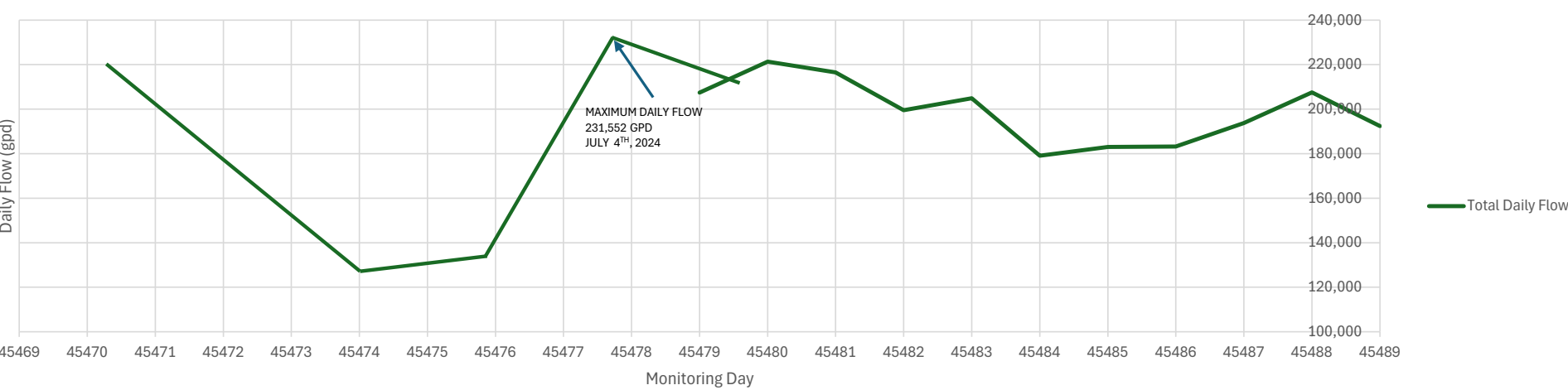
24 HOUR - 15 MIN INTERVAL DATA

MH 8-000 (High School Rd, 18")  
June 26th - July 16th 2024



TOTAL DAILY FLOW THROUGH MANHOLE

MH 8-000 (High School Rd, 18")  
June 26th - July 16th 2024







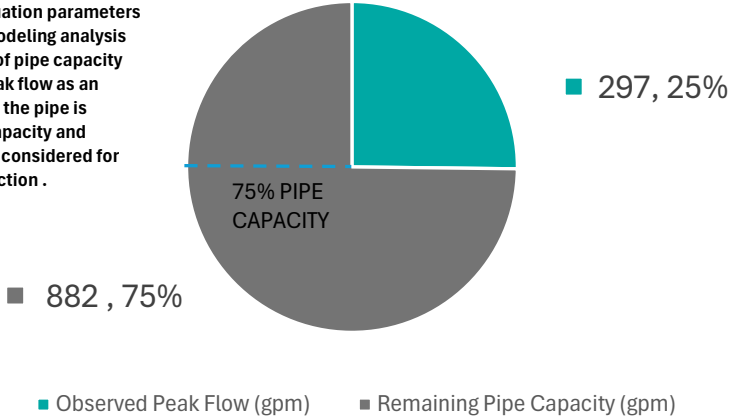
Pipe Size: 15"

Calculated Pipe Capacity 1,697,760 gpd Daily  
at Min. Slope: 1,179 gpm Peak

Observed Maximum Flow: 231,552 gpd Daily  
297 gpm Peak

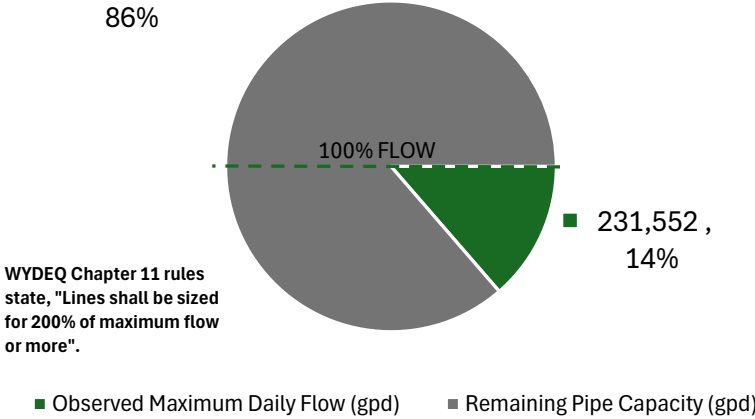
ZONE 8 FLOWS IN 15" PIPE  
COMPARISON OF PEAK FLOW TO MAX. PIPE CAPACITY AT  
MINIMUM SLOPE

Pipe evaluation parameters  
used in modeling analysis  
sets 75% of pipe capacity  
for the peak flow as an  
indication the pipe is  
nearing capacity and  
should be considered for  
reconstruction .



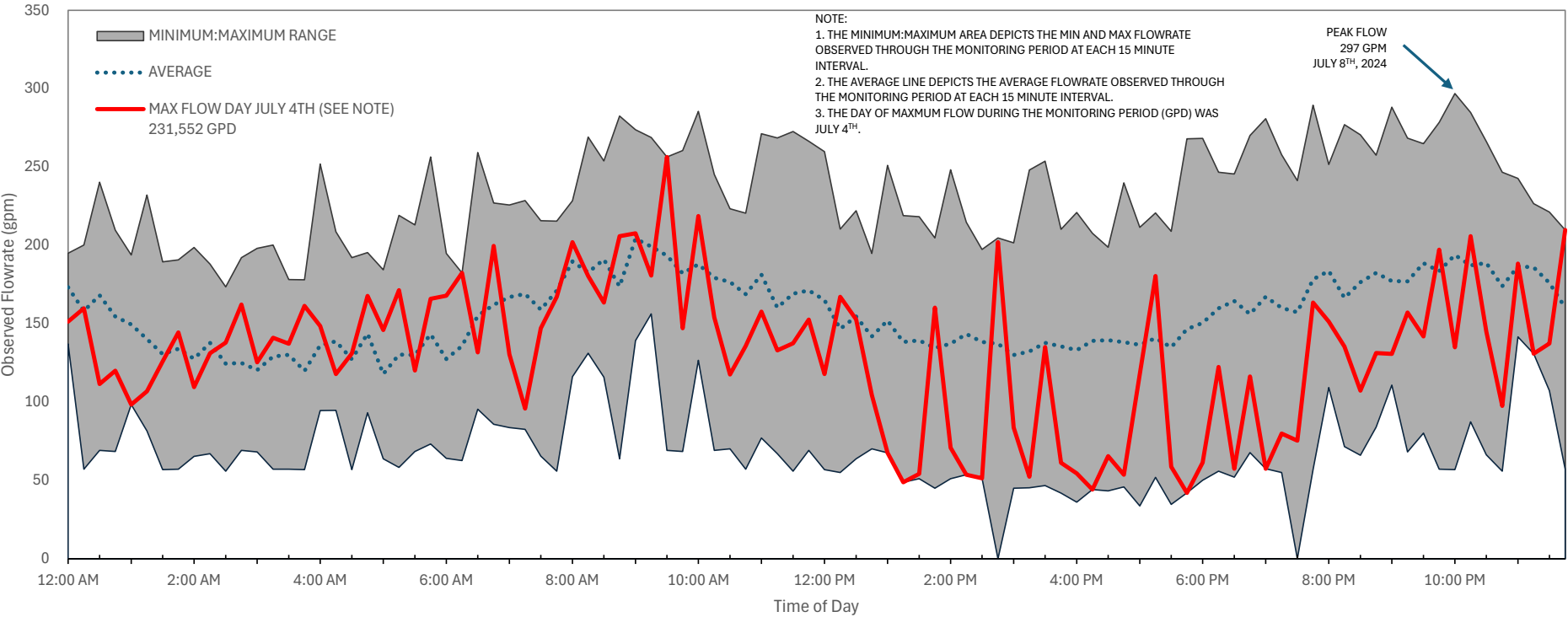
ZONE 8 FLOWS IN 15" PIPE  
COMPARISON OF MAX. DAILY FLOW TO MAX. PIPE  
CAPACITY AT MINIMUM SLOPE

1,466,208 ,  
86%



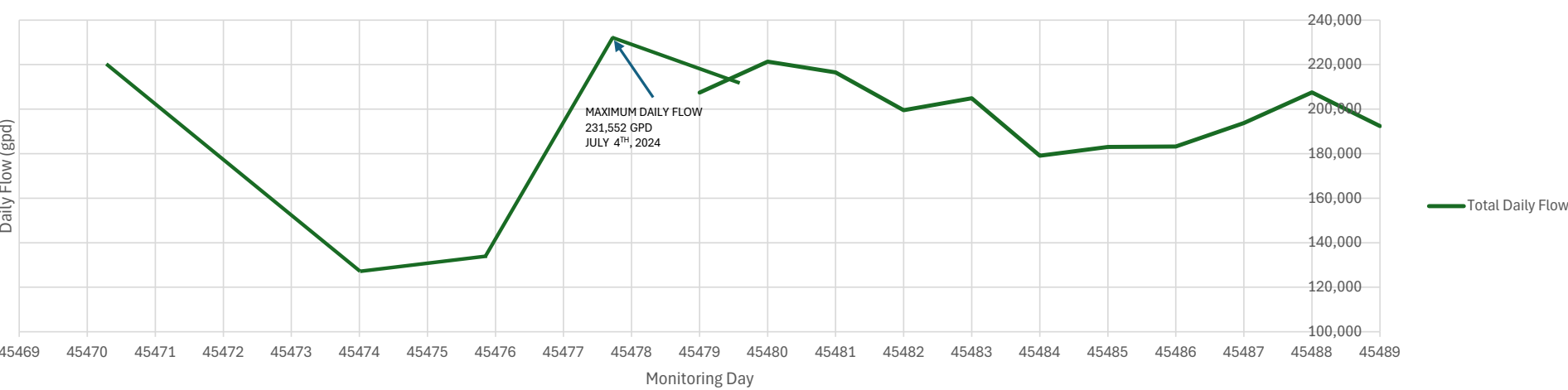
24 HOUR - 15 MIN INTERVAL DATA

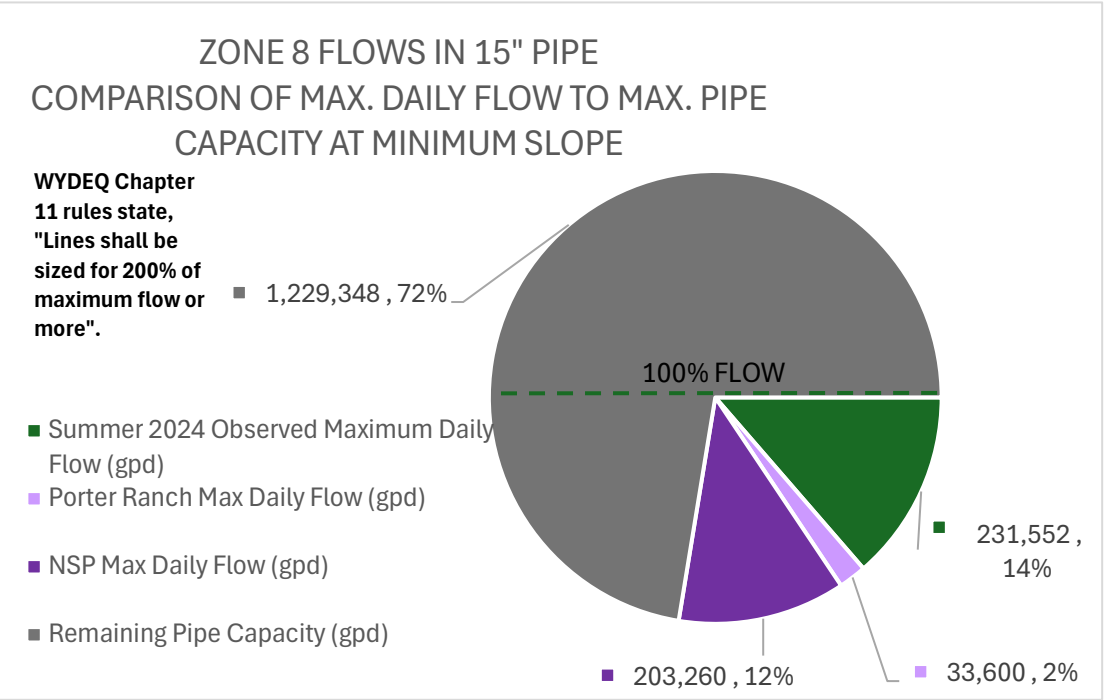
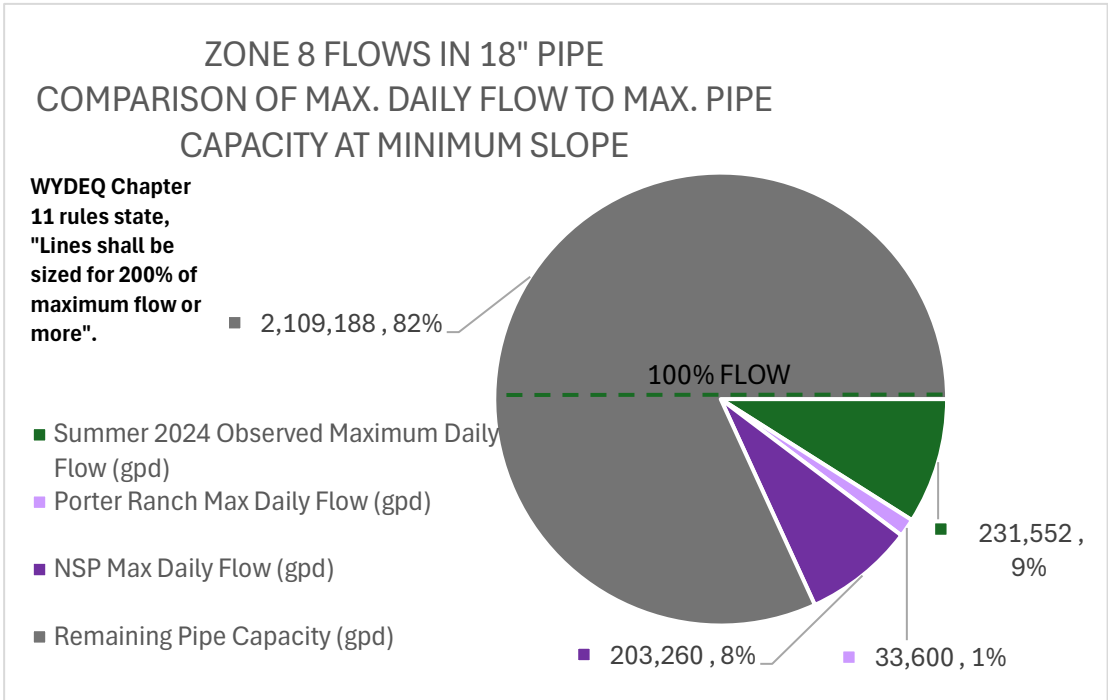
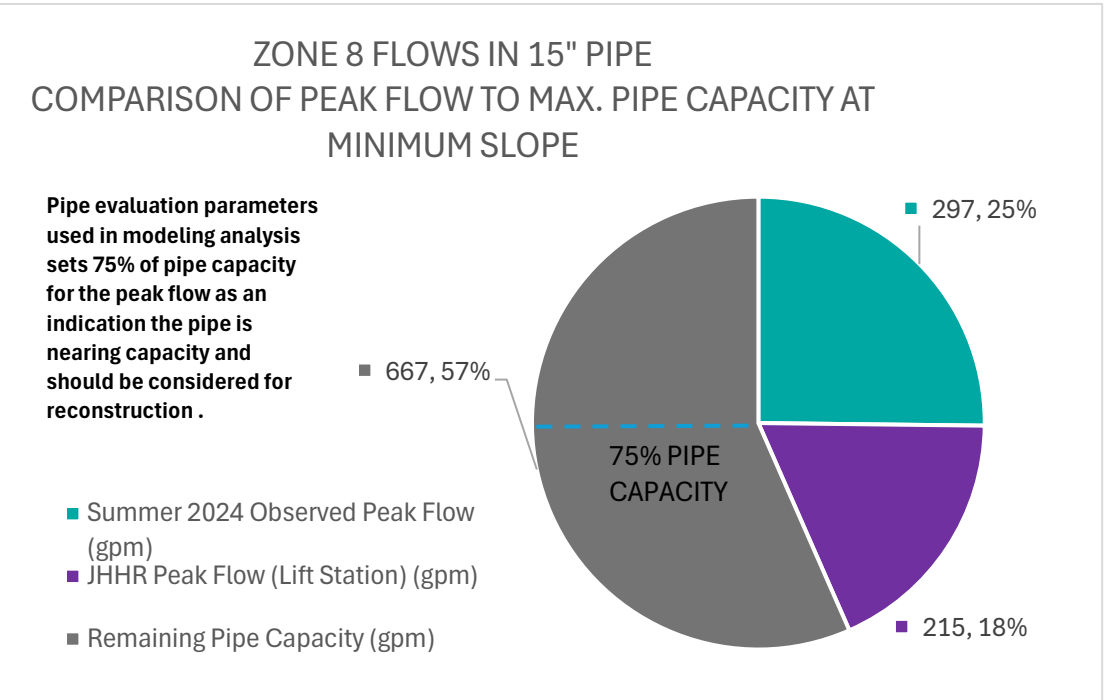
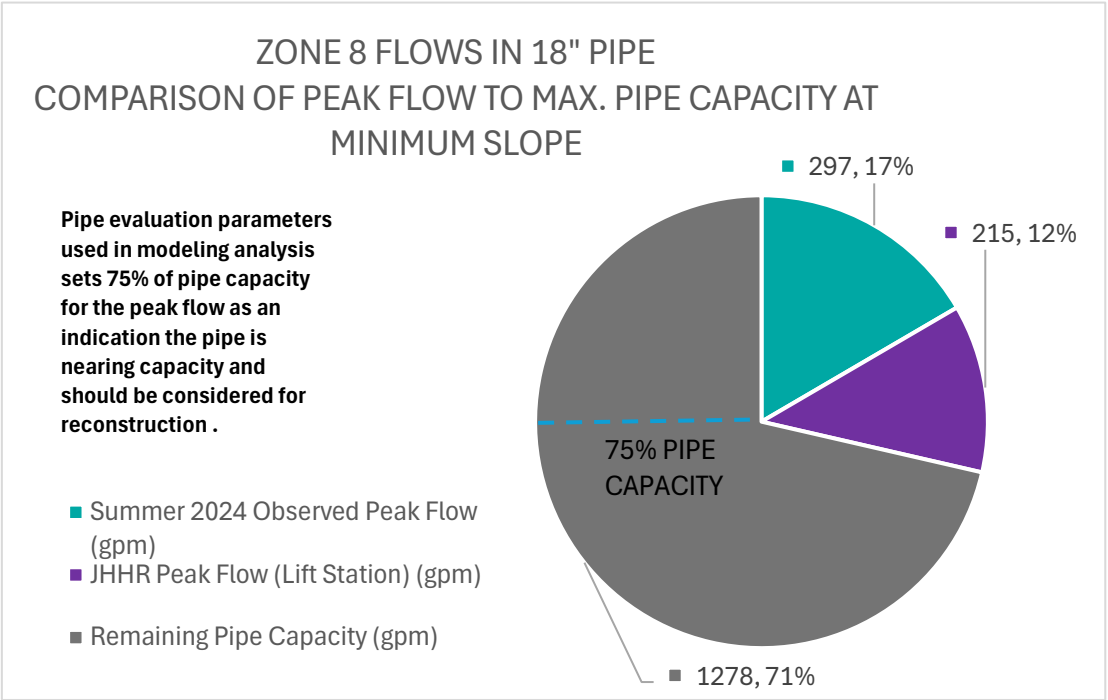
MH 8-000 (High School Rd, 18")  
June 26th - July 16th 2024



TOTAL DAILY FLOW THROUGH MANHOLE

MH 8-000 (High School Rd, 18")  
June 26th - July 16th 2024



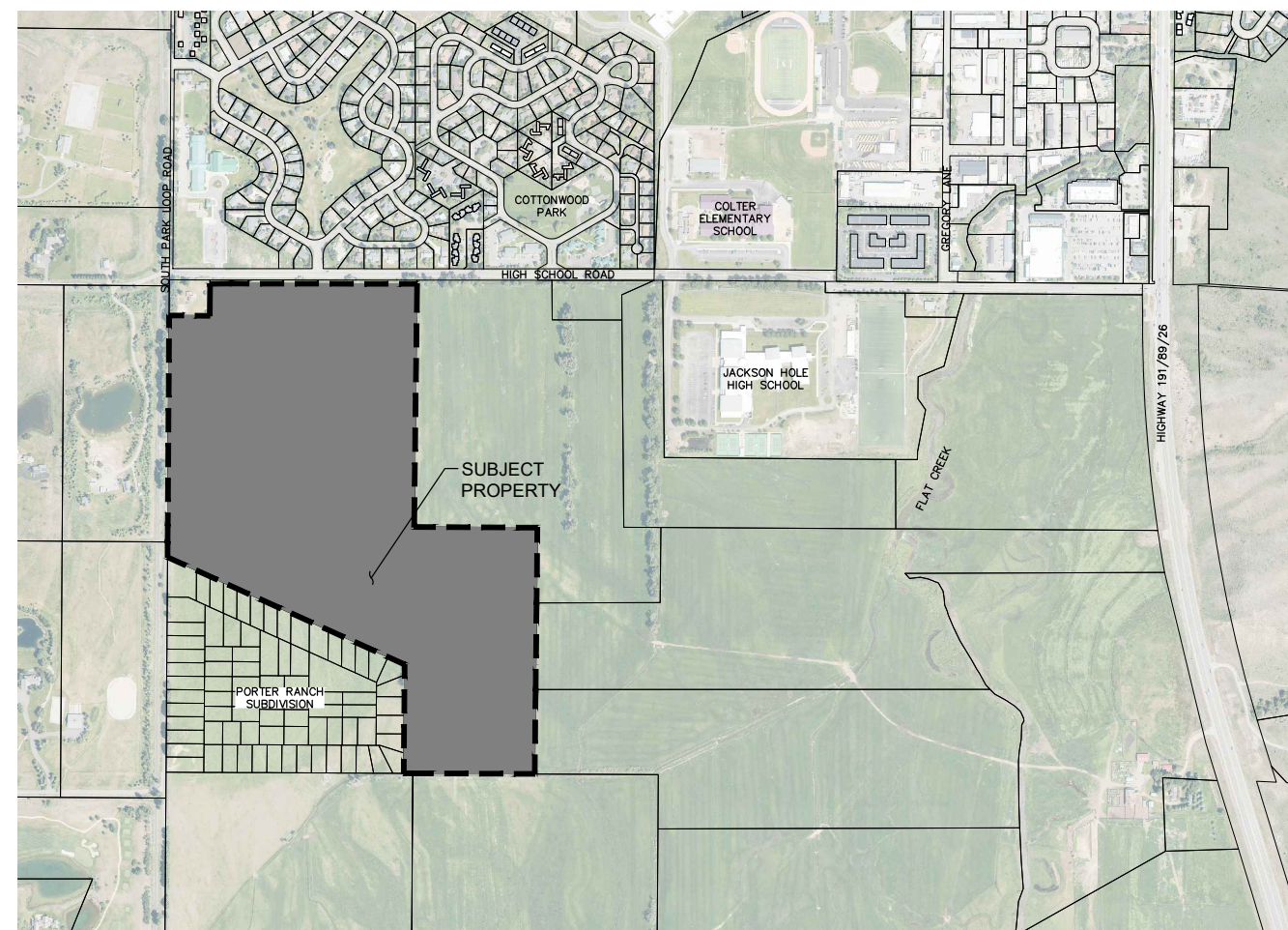


## **APPENDIX C: Project Plans**



# TOWN OF JACKSON REQUEST TO CONNECT

**LOCATED WITHIN  
NORTH PARCEL  
LOT 6 & 7, SE1/4 SW1/4, SECTION 6  
T40N, R116W, 6TH P.M.  
REVISED HEREFORD RANCH TRACT 10 & 1A  
TETON COUNTY, WYOMING**



VICINITY MAP  
1" = 1000'  
SECTION 6 AND 7  
T.40N., R.116W., 6TH P.M.  
TETON COUNTY, WYOMING



| Sheet Number | Sheet Title                              |
|--------------|------------------------------------------|
| C1.0         | TITLE, VICINITY MAP, AND INDEX OF SHEETS |
| C1.2         | PROJECT NOTES AND LEGEND                 |
| C2.0         | EXISTING SITE CONDITIONS                 |
| C2.1         | EXISTING CONDITIONS ZONING WITHIN 500 FT |
| C3.0         | DEVELOPMENT OVERVIEW                     |
| C3.1         | EXACTION OVERVIEW                        |
| C4.0         | ROAD OVERVIEW                            |
| C5.0         | SANITARY SEWER OVERVIEW                  |
| C6.0         | WATER DISTRIBUTION OVERVIEW              |

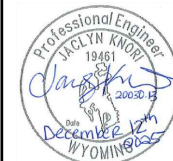
JHHR Holdings I LLC.  
2505 Shootin Iron Ranch Rd,  
Jackson, WY 83001-9493

Jorgensen Associates, Inc.  
P.O. Box 9550  
1315 Hwy 89 S., Suite 201  
Jackson, Wyoming 83002  
307.733.5150

Evolve EA  
224 N. Euclid Avenue  
Pittsburgh, PA 15206  
412.362.2100



**JORGENSEN**  
JACKSON, WYOMING  
307.733.5150  
[www.jorgeng.com](http://www.jorgeng.com)



PROJECT TITLE:  
JACKSON HOLE HEREFORD RANCH  
NORTHERN SOUTH PARK AREA 1  
TOWN OF JACKSON REQUEST TO CONNECT  
JHHR HOLDINGS I LLC  
TETON COUNTY, WYOMING

SHEET TITLE:  
TITLE, VICINITY MAP, AND  
INDEX OF SHEETS

|              |            |
|--------------|------------|
| DESIGNED BY: | AS         |
| REVIEWED BY: | JK         |
| PLAN VERSION | DATE       |
| TOJ RTC      | 12/12/2025 |

|                |       |
|----------------|-------|
| PROJECT NUMBER | 20030 |
|----------------|-------|

SHEET  
C1.0

| LEGEND   |                             |          |
|----------|-----------------------------|----------|
| EXISTING |                             | PROPOSED |
|          | SUBJECT PROPERTY BOUNDARY   |          |
|          | ADJOINING PROPERTY BOUNDARY |          |
|          | TREE LINE                   |          |
|          | MAJOR CONTOUR               |          |
|          | MINOR CONTOUR               |          |
|          | EASEMENT                    |          |
|          | FENCE                       |          |
|          | IRRIGATION DITCH            |          |
|          | CONIFER TREE                |          |
|          | COTTONWOOD                  |          |
|          | GRAVEL DRIVEWAY             |          |
|          | EDGE OF PAVEMENT            |          |
|          | SEWER LINE                  |          |
|          | SEWER MANHOLE               |          |
|          | SEWER SERVICE               |          |
|          |                             |          |

GENERAL PROJECT NOTES:

- PROJECT SCOPE: WATER AND SEWER CONNECTION UP TO 600 UNITS. NSP AREA 1 MAY NOT EXCEED 600 UNITS PER MSC2024-0037.
- PROPERTY: HEREFORD RANCH TRACT 1 AND 10 (REVISED)
- PROPERTY ZONE: RURAL-1  
ZONING OVERLAY: SCENIC RESOURCE OVERLAY, NORTHERN SOUTH PARK OVERLAY, AND THE HIGH & MID TIER OF THE NATURAL RESOURCE OVERLAY. THE NSP OVERLAY HOWEVER EXEMPTS THE PROPERTIES FROM THE NRO.
- THE PROPERTY IS WITHIN THE WILDLAND URBAN INTERFACE.
- PROJECT SCHEDULE: SUBMIT DEVELOPMENT PLAN 2026.
- PROPERTY DISTURBANCE

| LOT                               | SIZE (ACRES) |
|-----------------------------------|--------------|
| HEREFORD RANCH TRACT 1            | 37.46 ACRES  |
| HEREFORD RANCH TRACT 10 (REVISED) | 35.13 ACRES  |

- TETON COUNTY DEFINES THE MAJORITY OF THE VEGETATION IN THIS AREA AS IRRIGATED AGRICULTURAL CROP LAND AND PASTURE.
- FEMA, 2015 FIRM FLOOD INSURANCE RATE MAP, FIRM PANEL 56039C2908E, TETON COUNTY AND INCORPORATED AREAS, HAS IDENTIFIED THE SITE WHERE THE SUBDIVISION IS LOCATED IN ZONE X, AREA OF MINIMAL FLOOD HAZARD.
- BASE MAPPING IS FROM JULY 2022 AND NOVEMBER 2025 SURVEY FROM JORGENSEN ASSOCIATES. ELEVATIONS WERE DERIVED USING GPS RTX OBSERVATION METHODS AND REFERENCE NGVD29. SITE BENCHMARK ELEVATION IS 6111.31 AT THE NE CORNER OF 3 ACRE JHHR HOLDINGS I, LLC PARCEL.
- ALL PROPOSED FENCING SHALL MEET THE WILDLIFE FRIENDLY FENCING STANDARDS AS DEFINED IN SECTION 5.1.2 OF THE TETON COUNTY LAND DEVELOPMENT REGULATIONS. NO FENCING CURRENTLY PROPOSED FOR THIS PROJECT.
- ALL PROPOSED REFUSE/RECYCLING CONTAINERS SHALL BE CERTIFIED BEAR-RESISTANT ACCORDING TO SECTION 5.2.2 OF THE TETON COUNTY LAND DEVELOPMENT REGULATIONS.

WATER AND SEWER UTILITY NOTES

- WATER AND SEWER INSTALLATIONS SHALL BE IN ACCORDANCE WITH CURRENT WYOMING DEPARTMENT OF ENVIRONMENTAL QUALITY, WATER QUALITY DIVISION RULES AND REGULATIONS.
- ALL WATER AND SEWER FACILITIES SHALL BE INSTALLED IN ACCORDANCE WITH TOWN OF JACKSON (TOJ) RULES AND REGULATIONS. CONTRACTOR SHALL NOTIFY THE TOJ, PRIOR TO THE START OF CONSTRUCTION OR 48 HOURS PRIOR TO EACH WATER AND SEWER TEST.
- CONTRACTOR SHALL MAINTAIN WATER, SEWER, AND FORCE MAIN SLOPES CONSISTENT WITH THE PROFILES. ABRUPT ELEVATION CHANGES ARE NOT PERMITTED AND MAY REQUIRE ADDITIONAL AIR RELEASE VALVES OR BLOW-OFFS AT THE CONTRACTORS EXPENSE.
- TYPE A TRENCH BACKFILL SHALL APPLY TO ALL DEVELOPED AREAS AND AROUND ALL APPURTENANCES INCLUDING VALVES, FIRE HYDRANTS AND MANHOLES. TYPE B TRENCH BACKFILL SHALL APPLY ONLY TO NON-TRAVELED AREAS OUTSIDE THE DEVELOPMENT. SEE SPECIFICATIONS.
- MAINTAIN A MINIMUM OF 10 FEET HORIZONTAL SEPARATION BETWEEN WATER PIPES AND SEWER PIPES/MANHOLES. MEASURED EDGE TO EDGE. MAINTAIN A MINIMUM OF 18 INCHES VERTICAL SEPARATION AT WATER-SEWER PIPE CROSSINGS. WHERE SEWER PIPE CROSSES ABOVE WATER PIPE, SPECIAL CONSTRUCTION IS REQUIRED. SEE TYPICAL DETAILS.

WATER SUPPLY

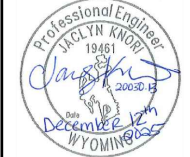
- NOTIFY TOWN OF JACKSON (TOJ) PRIOR TO CONNECTING OR DISTURBING ANY EXISTING WATER SYSTEM COMPONENTS TO COORDINATE INSPECTIONS AND TESTING OF NEW SYSTEMS.
- ALL WATER MAINS INSTALLED SHALL BE INSTALLED WITH DETECTABLE WARNING TAPE. TAPE SHALL BE BLUE WITH "CAUTION BURIED WATER MAIN" PRINTED CLEARLY AND PERMANENTLY ON THE TAPE AND SHALL BE INSTALLED 3 FEET ABOVE THE PIPE.
- DEFLECT WATER PIPE AS NECESSARY TO MAINTAIN 10' SEPARATION BETWEEN WATER LINES AND SEWER LINES. MAXIMUM DEFLECTION 3" OR 11 INCHES FOR EACH JOINT FOR ALL PIPE SIZES. DEFLECTION MAY ONLY BE MADE AFTER JOINING.
- WATER MAINS SHALL BE PRESSURE CLASS 350 DUCTILE IRON PIPE CONFORMING TO AWWA C104, C111, C150, C151. FITTINGS FOR WATER MAINS SHALL BE DUCTILE IRON, CONFORMING TO AWWA C110 OR C153. MINIMUM DEPTH OF BURY ON ALL WATER MAINS SHALL BE SEVEN FEET. DR 25 C-900 PVC MAY BE USED AS AN ALTERNATIVE WATERMAIN PIPE WITH APPROVAL FROM THE ENGINEER.
- WATER SERVICE LINE SHALL BE POLYETHYLENE (PE) CONFORMING TO THE REQUIREMENTS OF AWWA C 901. PE PIPE SHALL BE PRESSURE TUBING CONFORMING TO TABLE 7 OF SAID SPECIFICATION. TUBING SHALL BE CLASS 200.

SEWER COLLECTION AND TREATMENT

- 8-INCH AND 10-IN PVC SEWER MAINS WILL COLLECT WASTEWATER FROM THE LOTS BY GRAVITY TO THE PORTER RANCH LIFT STATION. WASTEWATER FROM THE SITE WILL BE PUMPED TO MIDDLE SCHOOL ROAD AND FLOW DOWN STREAM THROUGH HIGH SCHOOL ROAD TO THE TOWN OF JACKSON'S WASTEWATER TREATMENT PLANT, VIA THE EXISTING INFRASTRUCTURE SOUTH OF GREGORY LANE ON HIGH SCHOOL ROAD.
- NOTIFY TOJ PRIOR TO CONNECTING OR DISTURBING ANY EXISTING SEWER SYSTEM COMPONENTS TO COORDINATE INSPECTIONS AND TESTING AND FOR INSPECTION AND TESTING OF NEW SEWER SYSTEM COMPONENTS.
- SANITARY SEWER MAINS AND FITTINGS SHALL BE SDR 35 PVC AND CONFORM TO ASTM D-3034.
- INFILTRATION IN TO THE SEWER SYSTEM, INCLUDING MANHOLES, SHALL NOT EXCEED 50 GALLONS PER DAY PER INCH DIAMETER OF PIPE PER MILE OF SEWER PIPE.



**JORGENSEN**  
JACKSON, WYOMING  
307.733.5150  
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PROJECT TITLE:  
JACKSON HOLE HEREFORD RANCH  
NORTHERN SOUTH PARK AREA 1  
TOWN OF JACKSON REQUEST TO CONNECT  
JHHR HOLDINGS I LLC  
TETON COUNTY, WYOMING

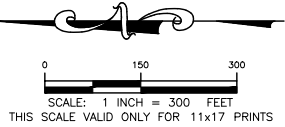
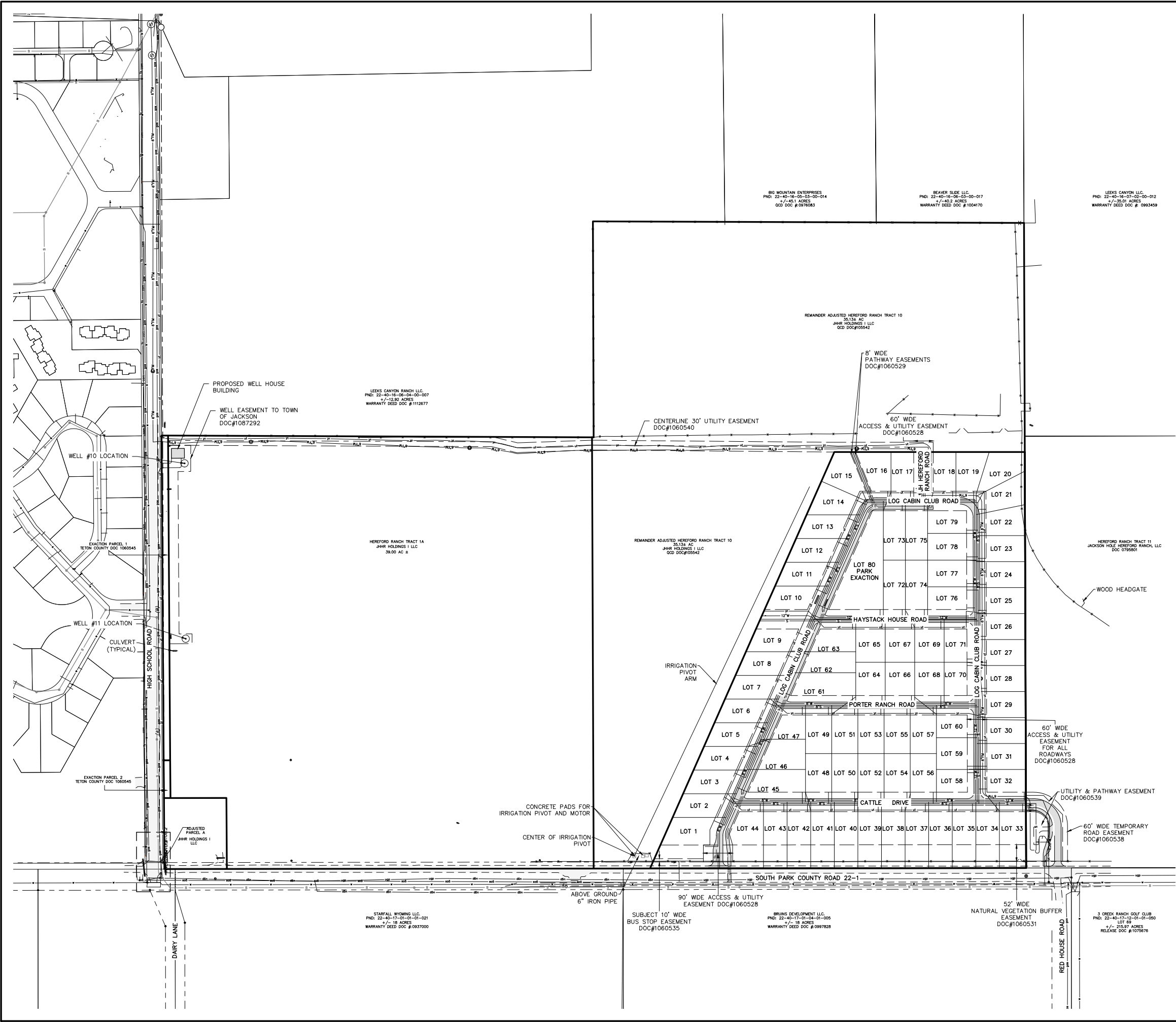
SHEET TITLE:  
PROJECT NOTES AND LEGEND

|              |            |
|--------------|------------|
| DESIGNED BY: | AS         |
| REVIEWED BY: | JK         |
| PLAN VERSION | DATE       |
| TOJ RTC      | 12/12/2025 |

|                |       |
|----------------|-------|
| PROJECT NUMBER | 20030 |
| SHEET          | C1.2  |



Ver: 18.0 Printed by A Surveyor on Dec 12, 2025 - 3:57pm  
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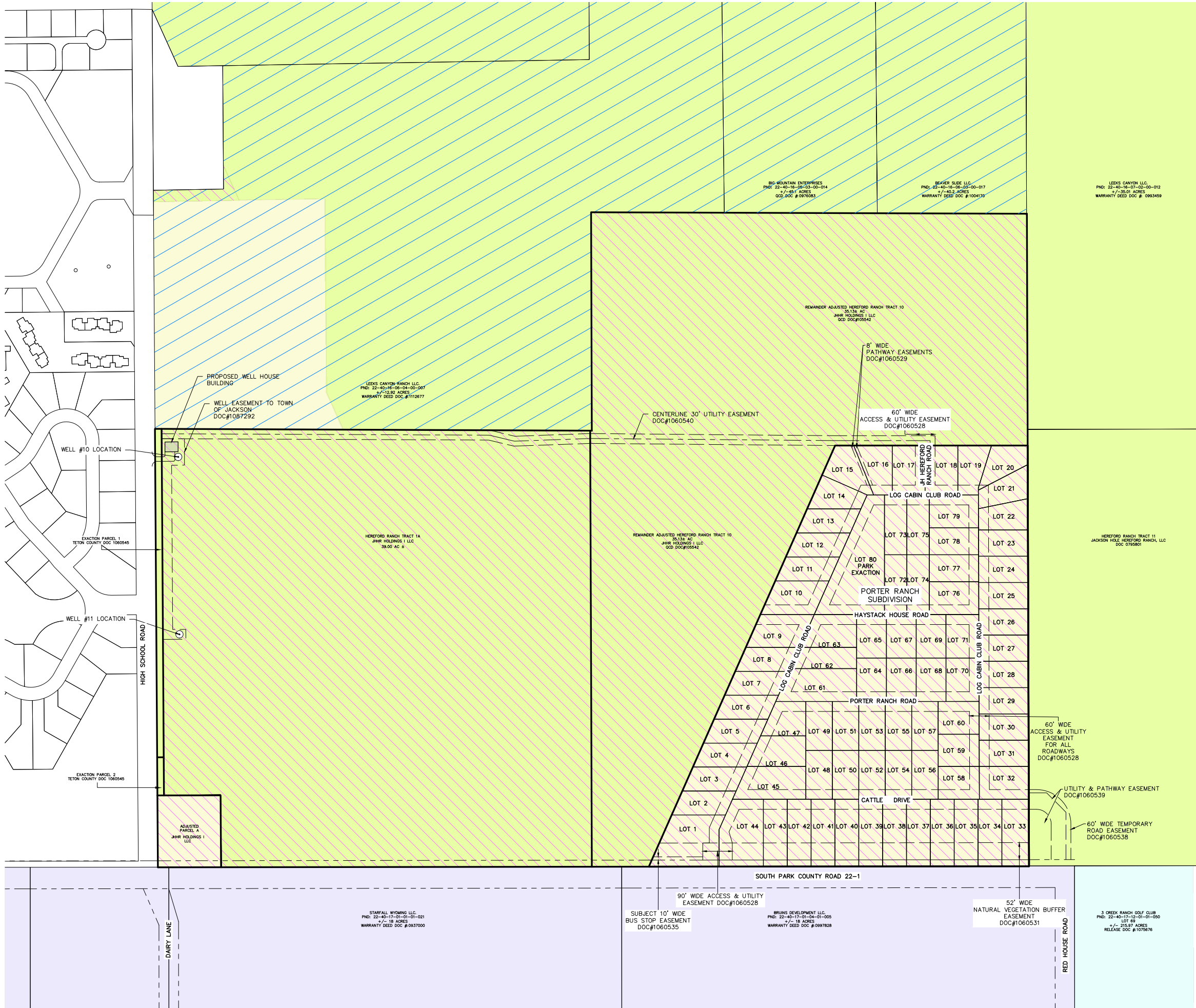


Professional Engineer  
JACLYN KNOR  
19461  
December 31, 2025  
WYOMING

PROJECT TITLE:  
**JACKSON HOLE HEREFORD RANCH  
NORTHERN SOUTH PARK AREA 1  
TOWN OF JACKSON REQUEST TO CONNECT  
JHHR HOLDINGS I LLC  
TETON COUNTY, WYOMING**

SHEET TITLE:  
**EXISTING SITE CONDITIONS**

|                |            |
|----------------|------------|
| DESIGNED BY:   | AS         |
| REVIEWED BY:   | JK         |
| PLAN VERSION   | DATE       |
| TOJ RTC        | 12/12/2025 |
|                |            |
|                |            |
|                |            |
| PROJECT NUMBER | 20030      |
| SHEET          | C2.0       |



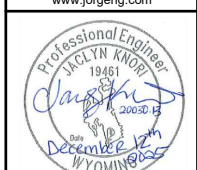
**TETON COUNTY ZONING LEGEND**

| ZONE     | COLOR         |
|----------|---------------|
| SUBURBAN | [Yellow]      |
| R-1      | [Light Green] |
| R-2      | [Light Blue]  |
| R-3      | [Light Cyan]  |
| NSP A-1  | [Pink]        |
| NSP A-2  | [Blue]        |
| TOJ      | [White]       |

0 150 300  
SCALE: 1 INCH = 300 FEET  
THIS SCALE VALID ONLY FOR 11x17 PRINTS



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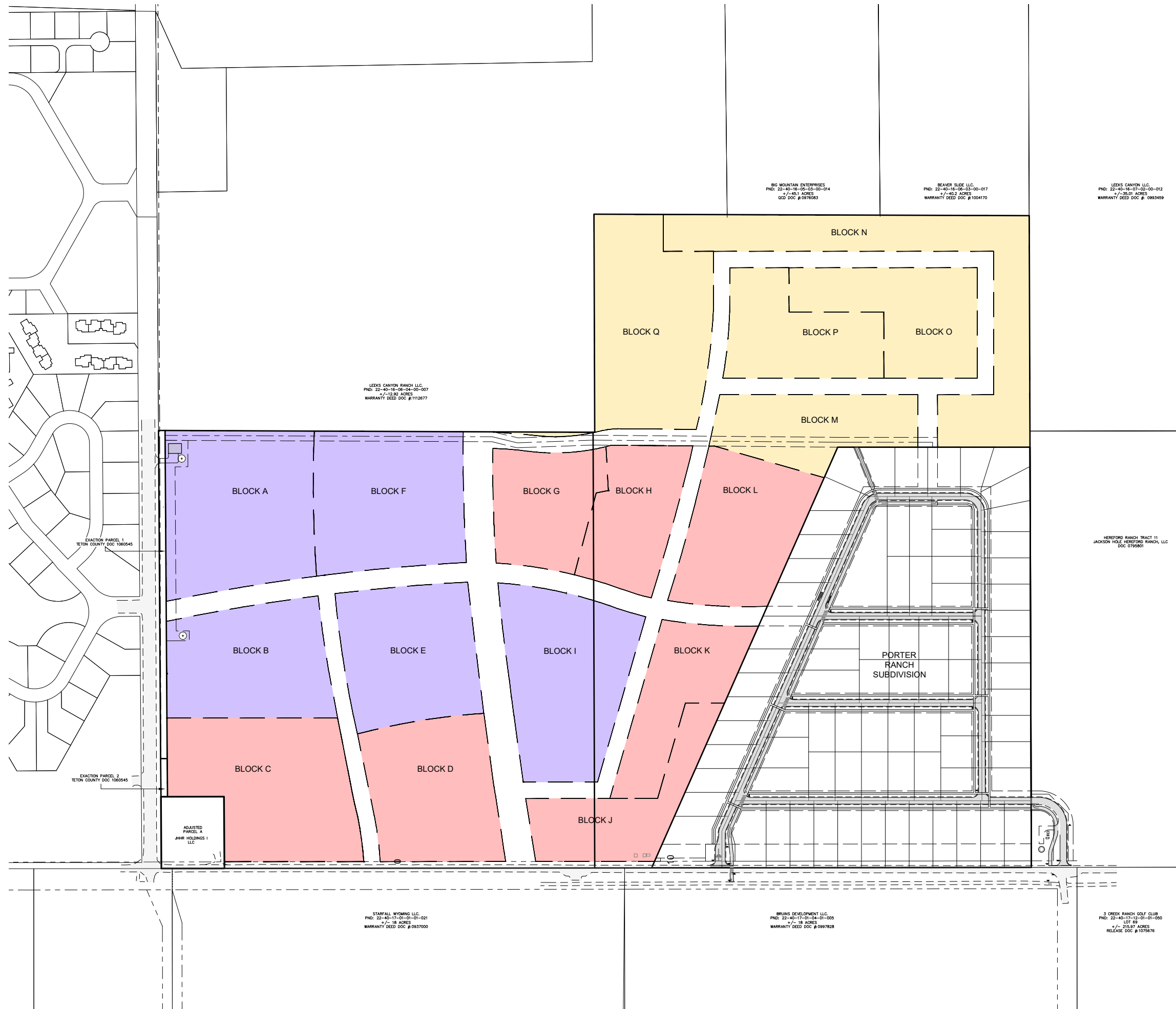


Professional Engineer  
JACLYN KNOR  
19461  
December 12, 2025  
WYOMING

PROJECT TITLE:  
**JACKSON HOLE HEREFORD RANCH  
NORTHERN SOUTH PARK AREA 1  
TOWN OF JACKSON REQUEST TO CONNECT  
JHHR HOLDINGS I LLC  
TETON COUNTY, WYOMING**

SHEET TITLE:  
**EXISTING CONDITIONS  
ZONING WITHIN 500 FT**

|                |            |
|----------------|------------|
| DESIGNED BY:   | AS         |
| REVIEWED BY:   | JK         |
| PLAN VERSION   | DATE       |
| TOJ RTC        | 12/12/2025 |
|                |            |
|                |            |
|                |            |
|                |            |
|                |            |
| PROJECT NUMBER |            |
| 20030          |            |
| SHEET          |            |
| C2.1           |            |



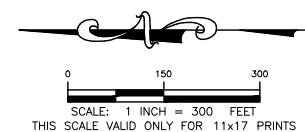
| BLOCKS | NSP<br>DEVELOPMENT<br>STANDARD<br>DESIGNATION | HOUSING<br>ALLOCATION | ACRES |      | UNITS |      |
|--------|-----------------------------------------------|-----------------------|-------|------|-------|------|
|        |                                               |                       | MIN.  | MAX. | MIN.  | MAX. |
| A      | NSP 3                                         | RESTRICTED            | 4.2   | 5    | 32    | 40   |
| B      | NSP 3                                         | RESTRICTED            | 3.2   | 4.4  | 38    | 49   |
| C      | NSP 2                                         | UNRESTRICTED          | 4.1   | 5    | 16    | 20   |
| D      | NSP 2                                         | RESTRICTED            | 3.2   | 4.3  | 55    | 69   |
| E      | NSP 3                                         | RESTRICTED            | 3.3   | 4.4  | 64    | 80   |
| F      | NSP 3                                         | RESTRICTED            | 3.7   | 5    | 27    | 33   |
| G      | NSP 2                                         | RESTRICTED            | 2.5   | 2.9  | 0     | 0    |
| H      | NSP 2                                         | RESTRICTED            | 2.5   | 2.9  | 22    | 28   |
| I      | NSP 3                                         | RESTRICTED            | 3.8   | 5    | 63    | 77   |
| J      | NSP 2                                         | RESTRICTED            | 2.5   | 2.9  | 14    | 18   |
| K      | NSP 2                                         | UNRESTRICTED          | 2.5   | 2.9  | 32    | 40   |
| L      | NSP 2                                         | UNRESTRICTED          | 2.9   | 4    | 32    | 40   |
| M      | NSP 1                                         | UNRESTRICTED          | 2.5   | 3.1  | 9     | 13   |
| N      | NSP 1                                         | UNRESTRICTED          | 4.2   | 5    | 32    | 40   |
| O      | NSP 1                                         | UNRESTRICTED          | 2.6   | 3.6  | 21    | 27   |
| P      | NSP 1                                         | RESTRICTED            | 2.5   | 3.2  | 37    | 47   |
| Q      | NSP 1                                         | UNRESTRICTED          | 4.2   | 5    | 12    | 16   |

NOTE:

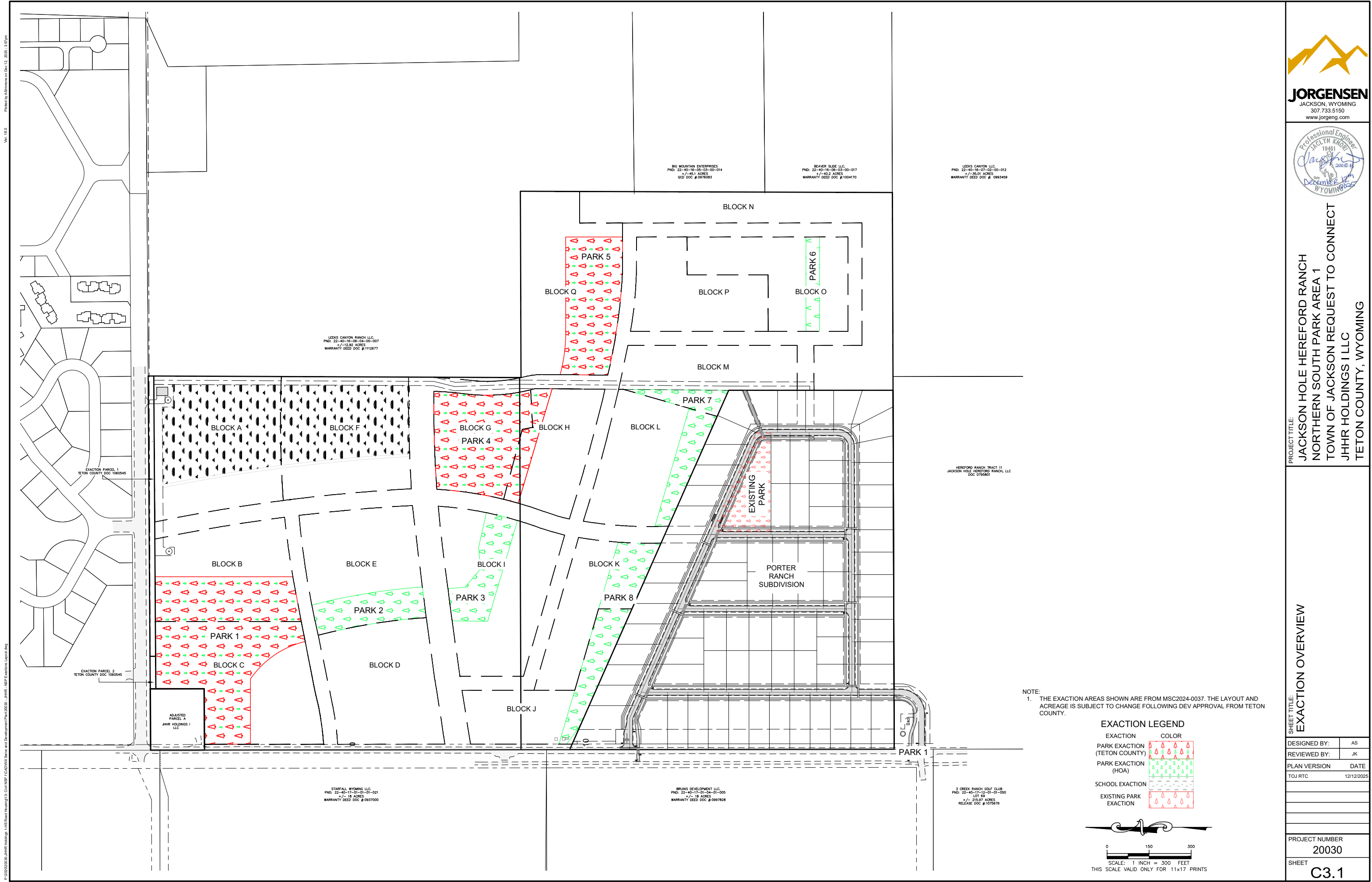
1. ALTHOUGH THERE IS A RANGE OF ESTIMATED UNITS ON EACH BLOCK THE TOTAL NUMBER OF UNITS IN NSP AREA 1 MAY NOT EXCEED 600 AND THE NUMBER OF UNITS IN BLOCKS WITHIN UNRESTRICTED HOUSING DESIGNATION MAY NOT EXCEED 30% OF THE TOTAL NUMBER OF UNITS. FINAL HOUSING ALLOCATIONS WILL BE DETERMINED BY TETON COUNTY LAND DEVELOPMENT PLAN APPLICATION(S)
2. THE ABOVE TABLE IS FROM MSC2024-0037. THE TABLE IS SUBJECT TO CHANGE FOLLOWING DEV APPROVAL FROM TETON COUNTY.
3. THE BLOCK AREAS SHOWN ARE FROM MSC2024-0037. THE LAYOUT, AND ACREAGE IS SUBJECT TO CHANGE FOLLOWING DEV APPROVAL FROM TETON COUNTY.
4. DEVELOPMENT STANDARD DESIGNATION DETERMINES ALLOWABLE DENSITIES WITHIN THE BLOCK.

**BLOCK LEGEND**

| ZONE  | COLOR                                                                                 |
|-------|---------------------------------------------------------------------------------------|
| NSP-1 |  |
| NSP-2 |  |
| NSP-3 |  |







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JACKSON, WYOMING  
307.733.5150  
www.jorgeng.com

Professional Engineer  
JACLYN KNOR  
19461  
State of Wyoming  
December 31, 2025

PROJECT TITLE:  
**JACKSON HOLE HEREFORD RANCH  
NORTHERN SOUTH PARK AREA 1  
TOWN OF JACKSON REQUEST TO CONNECT  
JHHR HOLDINGS I LLC  
TETON COUNTY, WYOMING**

SHEET TITLE:  
**EXACTION OVERVIEW**

|                |            |
|----------------|------------|
| DESIGNED BY:   | AS         |
| REVIEWED BY:   | JK         |
| PLAN VERSION   | DATE       |
| TOJ RTC        | 12/12/2025 |
|                |            |
|                |            |
|                |            |
| PROJECT NUMBER | 20030      |
| SHEET          | C3.1       |



1. THE BLOCK/EXACTION AREAS SHOWN ARE FROM MSC2024-0037. THE LAYOUT AND ACREAGE IS SUBJECT TO CHANGE FOLLOWING DEV APPROVAL FROM TETON COUNTY.
2. ROADWAY MAP IS GENERAL. FINAL ROADWAY LAYOUT AND DESIGN WILL BE BASED ON ACTUAL DEVELOPMENT OF BLOCKS AS DEFINED BY DEVELOPMENT PLAN.
3. TRANSIT STOP LOCATIONS TO BE DETERMINED IN CONJUNCTION WITH START.

## ROAD LEGEND

ROAD  
EAST WET CONNECTOR (90' ROW)

LOCAL ROAD (60' ROW)

LOCAL ROAD (50' ROW)

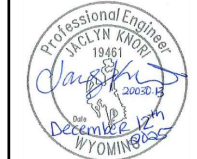
### MINOR ROAD CONNECTIONS



0 150 300  
SCALE: 1 INCH = 300 FEET  
THIS SCALE VALID ONLY FOR 11x17 PRINTS



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PROJECT TITLE:  
JACKSON HOLE HEREFORD RANCH  
NORTHERN SOUTH PARK AREA 1  
TOWN OF JACKSON REQUEST TO CONNECT  
JHHR HOLDINGS LLC  
TETON COUNTY, WYOMING

SHEET TITLE:  
**ROAD OVERVIEW**

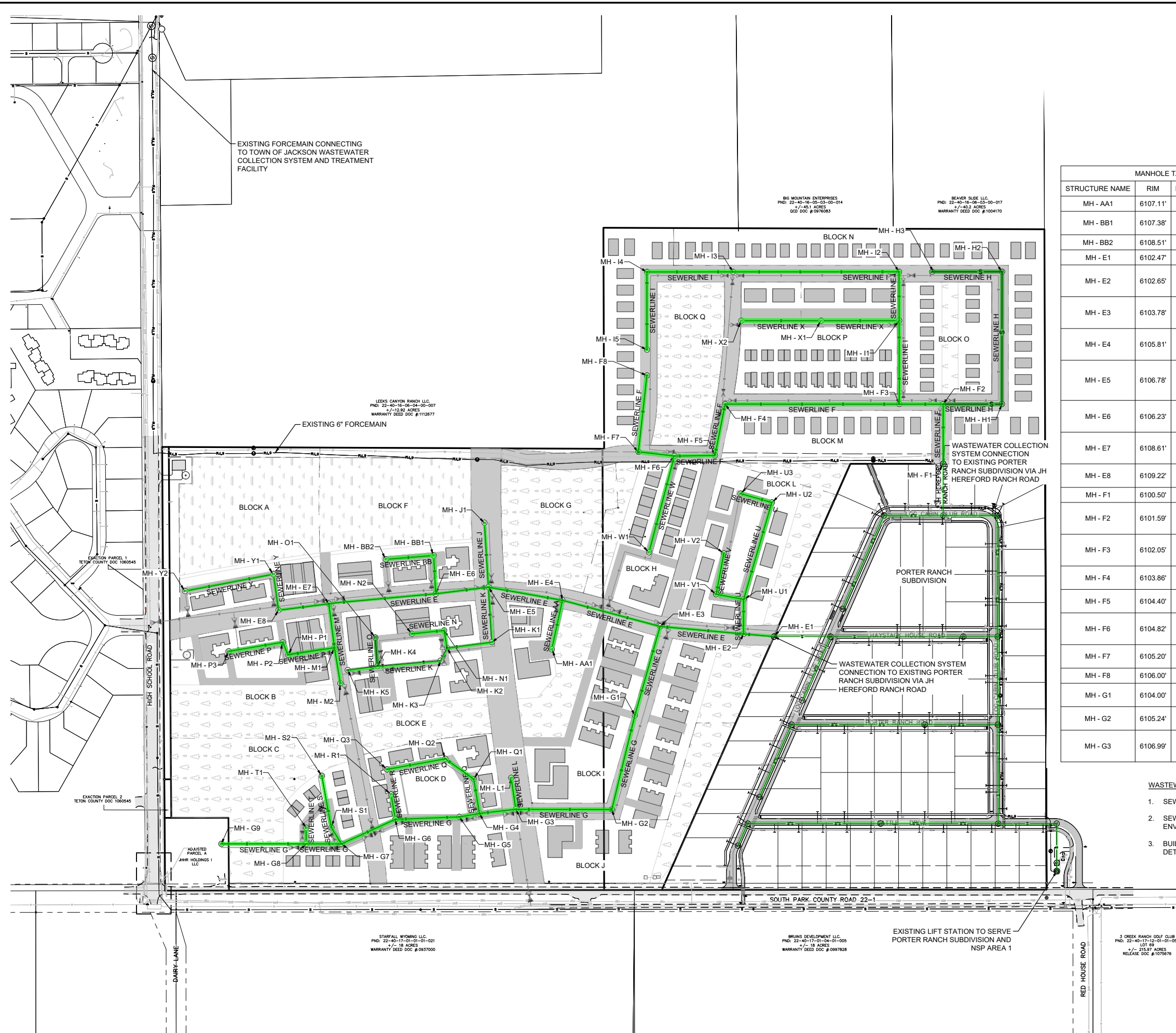
|              |            |
|--------------|------------|
| DESIGNED BY: | AS         |
| REVIEWED BY: | JK         |
| PLAN VERSION | DATE       |
| TOJ RTC      | 12/12/2025 |

PROJECT NUMBER

20030

SHEET

## C4.0



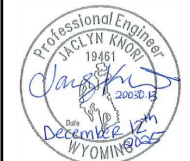
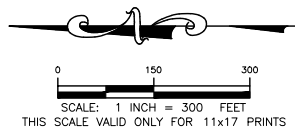
| MANHOLE TABLE  |          |                        |                                                               |
|----------------|----------|------------------------|---------------------------------------------------------------|
| STRUCTURE NAME | RIM      | PIPE SIZE              | INVERT                                                        |
| MH - AA1       | 6107.11' | 8"                     | OUT: 6095.47'                                                 |
| MH - BB1       | 6107.38' | 8"<br>8"               | OUT: 6097.09'<br>IN: 6097.19'                                 |
| MH - BB2       | 6108.51' | 8"                     | OUT: 6097.75'                                                 |
| MH - E1        | 6102.47' | 10"                    | IN: 6093.18'                                                  |
| MH - E2        | 6102.65' | 10"<br>10"<br>8"       | OUT: 6093.44'<br>IN: 6093.54'<br>IN: 6093.70'                 |
| MH - E3        | 6103.78' | 10"<br>10"<br>8"       | OUT: 6094.25'<br>IN: 6094.35'<br>IN: 6094.51'                 |
| MH - E4        | 6105.81' | 10"<br>10"<br>8"       | OUT: 6095.20'<br>IN: 6095.30'<br>IN: 6095.46'                 |
| MH - E5        | 6106.78' | 10"<br>10"<br>8"<br>8" | OUT: 6095.93'<br>IN: 6096.03'<br>IN: 6096.19'<br>IN: 6096.19' |
| MH - E6        | 6106.23' | 10"<br>10"<br>8"       | OUT: 6096.48'<br>IN: 6096.58'<br>IN: 6096.74'                 |
| MH - E7        | 6108.61' | 10"<br>10"<br>8"       | OUT: 6097.48'<br>IN: 6097.58'<br>IN: 6097.84'                 |
| MH - E8        | 6109.22' | 10"<br>8"              | OUT: 6098.01'<br>IN: 6098.11'                                 |
| MH - F1        | 6100.50' | 8"                     | IN: 6093.19'                                                  |
| MH - F2        | 6101.59' | 8"<br>8"<br>8"         | OUT: 6093.91'<br>IN: 6094.01'<br>IN: 6094.01'                 |
| MH - F3        | 6102.05' | 8"<br>8"<br>8"         | OUT: 6094.54'<br>IN: 6094.64'<br>IN: 6094.64'                 |
| MH - F4        | 6103.86' | 8"<br>8"               | OUT: 6096.74'<br>IN: 6096.84'                                 |
| MH - F5        | 6104.40' | 8"<br>8"               | OUT: 6097.47'<br>IN: 6097.57'                                 |
| MH - F6        | 6104.82' | 8"<br>8"<br>8"         | OUT: 6098.05'<br>IN: 6098.15'<br>IN: 6098.15'                 |
| MH - F7        | 6105.20' | 8"<br>8"               | OUT: 6098.59'<br>IN: 6098.69'                                 |
| MH - F8        | 6106.00' | 8"                     | OUT: 6099.62'                                                 |
| MH - G1        | 6104.00' | 8"<br>8"               | OUT: 6095.62'<br>IN: 6095.72'                                 |
| MH - G2        | 6105.24' | 8"<br>8"               | OUT: 6096.89'<br>IN: 6096.99'                                 |
| MH - G3        | 6106.99' | 8"<br>8"<br>8"         | OUT: 6098.15'<br>IN: 6098.25'<br>IN: 6098.25'                 |

- WASTEWATER NOTES:
1. SEWER MAINS ARE 10" OR 8" WITH 4" SEWER SERVICE TO EACH SINGLE FAMILY LOT.
  2. SEWER INFRASTRUCTURE WILL MEET TOWN OF JACKSON, WYOMING DEPARTMENT OF ENVIRONMENTAL QUALITY, AND WYOMING PUBLIC WORKS STANDARD SPECIFICATIONS
  3. BUILDING SHAPES AND ACTUAL LOCATIONS ARE SUBJECT TO CHANGE AND WILL BE DETERMINE BY DEV APPROVAL.

| MANHOLE TABLE  |          |                |                                               |
|----------------|----------|----------------|-----------------------------------------------|
| STRUCTURE NAME | RIM      | PIPE SIZE      | INVERT                                        |
| MH - G4        | 6107.07' | 8"<br>8"<br>8" | OUT: 6098.69'<br>IN: 6098.79'<br>IN: 6098.79' |
| MH - G5        | 6106.99' | 8"<br>8"       | OUT: 6099.04'<br>IN: 6099.14'                 |
| MH - G6        | 6106.36' | 8"<br>8"<br>8" | OUT: 6099.91'<br>IN: 6100.01'<br>IN: 6100.01' |
| MH - G7        | 6107.36' | 8"<br>8"<br>8" | OUT: 6100.72'<br>IN: 6100.82'<br>IN: 6100.82' |
| MH - G8        | 6107.48' | 8"<br>8"<br>8" | OUT: 6101.23'<br>IN: 6101.33'<br>IN: 6101.33' |
| MH - G9        | 6109.58' | 8"             | OUT: 6102.35'                                 |
| MH - H1        | 6100.35' | 8"<br>8"       | OUT: 6094.72'<br>IN: 6094.82'                 |
| MH - H2        | 6103.30' | 8"<br>8"       | OUT: 6096.41'<br>IN: 6096.51'                 |
| MH - H3        | 6104.00' | 8"             | OUT: 6097.33'                                 |
| MH - I1        | 6104.72' | 8"<br>8"<br>8" | OUT: 6095.65'<br>IN: 6095.75'<br>IN: 6095.75' |
| MH - I2        | 6105.15' | 8"<br>8"       | OUT: 6096.34'<br>IN: 6096.44'                 |
| MH - I3        | 6106.59' | 8"<br>8"       | OUT: 6098.54'<br>IN: 6098.64'                 |
| MH - I4        | 6107.33' | 8"<br>8"       | OUT: 6099.68'<br>IN: 6099.78'                 |
| MH - I5        | 6108.00' | 8"             | OUT: 6100.72'                                 |
| MH - J1        | 6106.99' | 8"             | OUT: 6096.97'                                 |
| MH - K1        | 6107.18' | 8"<br>8"       | OUT: 6096.85'<br>IN: 6096.95'                 |
| MH - K2        | 6107.42' | 8"<br>8"<br>8" | OUT: 6097.48'<br>IN: 6097.58'<br>IN: 6097.58' |
| MH - K3        | 6107.33' | 8"<br>8"       | OUT: 6097.74'<br>IN: 6097.84'                 |
| MH - K4        | 6108.75' | 8"<br>8"<br>8" | OUT: 6098.60'<br>IN: 6098.70'<br>IN: 6098.70' |
| MH - K5        | 6109.20' | 8"             | OUT: 6099.05'                                 |
| MH - L1        | 6106.28' | 8"             | OUT: 6098.63'                                 |
| MH - M1        | 6109.13' | 8"<br>8"<br>8" | OUT: 6098.05'<br>IN: 6097.95'<br>IN: 6098.15' |

## SEWERLINE LEGEND

ZONE  
EXISTING  
(PORTER RANCH)  
PROPOSED  
(NSP-1)

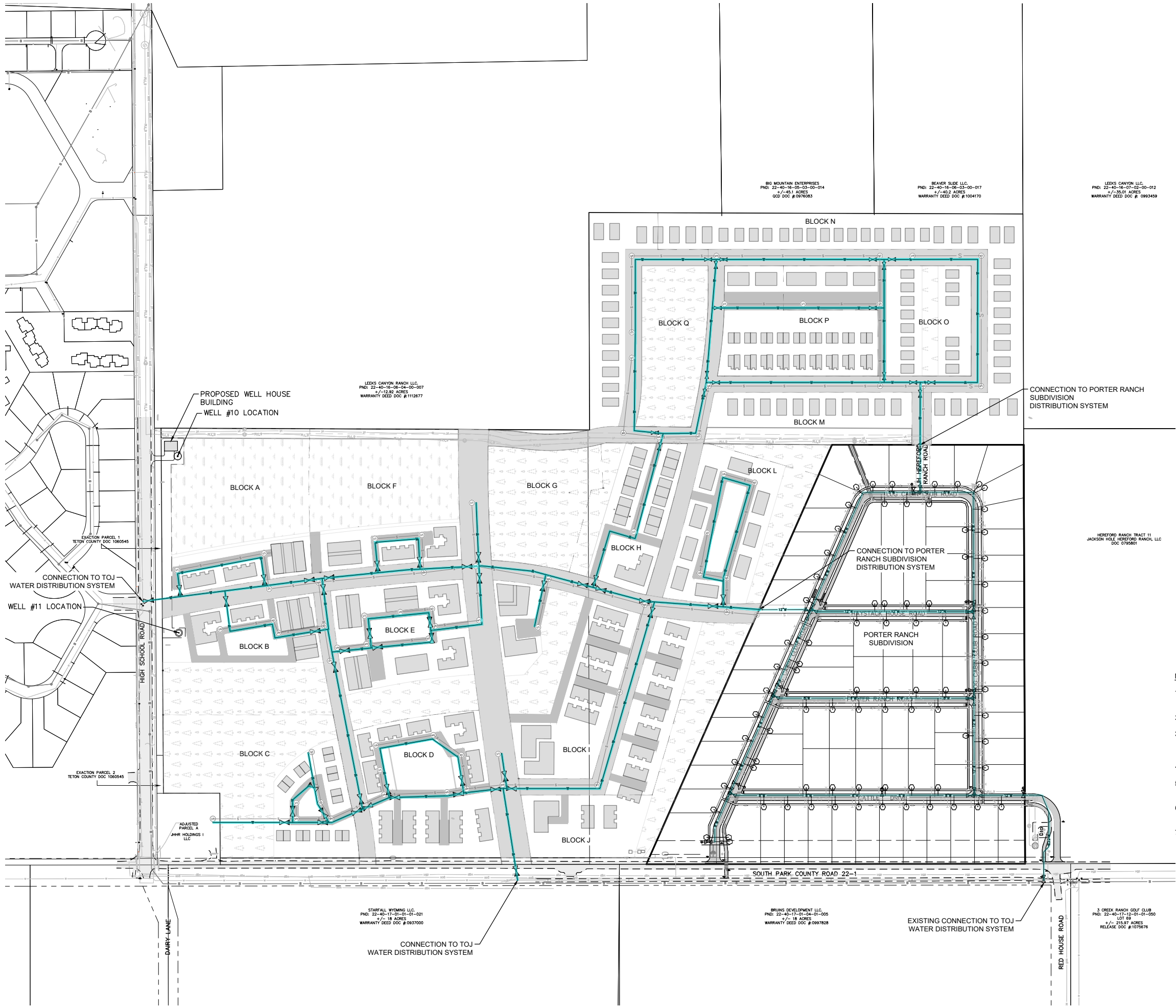


PROJECT TITLE:  
JACKSON HOLE HEREFORD RANCH  
NORTHERN SOUTH PARK AREA 1  
TOWN OF JACKSON REQUEST TO CONNECT  
JHHR HOLDINGS I LLC  
TETON COUNTY, WYOMING

SHEET TITLE:  
**SANITARY SEWER OVERVIEW**

|                |            |
|----------------|------------|
| DESIGNED BY:   | AS         |
| REVIEWED BY:   | JK         |
| PLAN VERSION   | DATE       |
| TOJ RTC        | 12/12/2025 |
|                |            |
|                |            |
|                |            |
|                |            |
| PROJECT NUMBER | 20030      |
| SHEET          | C5.0       |

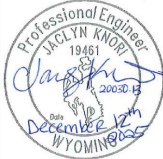
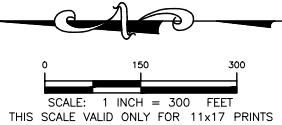




- NOTES:**
1. WATERMAIN SIZING IS 8" OR 12" OR AS DETERMINED THROUGH HYDRAULIC ANALYSIS.
  2. 6" WATER LINES TO EACH HYDRANT (NOT SHOWN YET).
  3. ALL SYSTEMS WILL CONFORM TO TOWN OF JACKSON STANDARDS, WYOMING DEPARTMENT OF ENVIRONMENTAL QUALITY RULES AND REGULATIONS, AND WYOMING PUBLIC WORKS STANDARD SPECIFICATIONS.
  4. ALL SERVICES SHALL BE INDIVIDUALLY METERED.
  5. BUILDING SHAPES AND ACTUAL LOCATIONS ARE SUBJECT TO CHANGE AND WILL BE DETERMINED AT DEV APPROVAL.
  6. MASTER METER LOCATION WILL BE DETERMINED DURING SWP PROCESS AND WILL BE IN AN ABOVE GROUND VAULT.
  7. PRESSURE REDUCING VALVE LOCATION TO BE DETERMINED DURING SWP AND DEQ PERMITTING PROCESS.

**WATERLINE LEGEND**

| ZONE                    | COLOR |
|-------------------------|-------|
| EXISTING (PORTER RANCH) |       |
| PROPOSED (NSP-1)        |       |



PROJECT TITLE:  
**JACKSON HOLE HEREFORD RANCH  
NORTHERN SOUTH PARK AREA 1  
TOWN OF JACKSON REQUEST TO CONNECT  
JHHR HOLDINGS I LLC  
TETON COUNTY, WYOMING**

SHEET TITLE:  
**WATER DISTRIBUTION OVERVIEW**

|              |            |
|--------------|------------|
| DESIGNED BY: | AS         |
| REVIEWED BY: | JK         |
| PLAN VERSION | DATE       |
| TOJ RTC      | 12/12/2025 |

|                |       |
|----------------|-------|
| PROJECT NUMBER | 20030 |
| SHEET          | C6.0  |

# STAFF REPORT



|                               |                                                                                                                              |                        |                              |
|-------------------------------|------------------------------------------------------------------------------------------------------------------------------|------------------------|------------------------------|
| <b>Meeting Date:</b>          | February 2, 2026                                                                                                             | <b>Meeting Title:</b>  | Regular Town Council Meeting |
| <b>Submitting Department:</b> | Planning                                                                                                                     | <b>Presenter:</b>      | Tyler Valentine              |
| <b>Agenda Item:</b>           | Second reading of Ordinance A to amend the Official Zoning Map for the properties addressed at 252 & 254 East Simpson Avenue | <b>Public Comment:</b> | Yes                          |

## **Purpose & Policy Considerations.**

The purpose of this item is for the Town Council to consider an ordinance amending the Town of Jackson Official Zoning Map.

## **Requested Action.**

Staff requests the Town Council consider the ordinance at second reading attached to the staff report.

## **Recommendation.**

Staff recommend the Town Council approve the ordinance at second reading attached to the staff report.

## **Background.**

On December 15, 2025, staff presented Zoning Map Amendment P25-156 at the Regular Town Council meeting. The Town Council approved the Zoning Map Amendment and directed staff to present Ordinance A at a future meeting. The first reading of Ordinance A occurred on January 20, 2026.

## **Analysis & Key Policy Questions.**

The analysis regarding a change to the Official Zoning Map from Office Residential to Public/Semi-Public for the subject properties was discussed, and resolved, by Council on December 15.

**Possible Alternatives.** The Council has the option to:

1. Not approve the ordinance attached to this staff report;
2. Continue the item to a future Council Meeting

## **Comprehensive Plan & Priority Alignment.**

This item aligns, generally, with the Comprehensive Plan by ensuring the general welfare, health, and safety of the community and its environment.

## **Fiscal Impact.**

None identified.

## **Staff Impact.**

Staff spent approximately four hours drafting the ordinance and this staff report.

## **Attachments.**

Ordinance A

**Suggested Motions.**

I move to approve Ordinance A on second reading.

## **ORDINANCE A**

PURSUANT TO DIVISION 8.7.3 ZONING MAP AMENDMENT, DIVISION 1.7.2 ESTABLISHMENT OF ZONES AND OVERLAYS, AND DIVISION 1.7.3 OFFICIAL ZONING MAP INCORPORATED BY REFERENCE, OF THE LAND DEVELOPMENT REGULATIONS, CHANGING THE ZONING CLASSIFICATION FROM OFFICE RESIDENTIAL (OR) TO PUBLIC/SEMI-PUBLIC (P/SP) FOR LOTS 5 & 6, BLOCK 9, CACHE-2 ADDITION TO THE TOWN OF JACKSON (ADDRESSED AS 252 & 254 EAST SIMPSON AVENUE).

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

### **SECTION I.**

That the owners of the property described herein have applied for a zoning map for said property in accordance with Division 8.7.3, Zoning Map Amendment, of the Land Development Regulations of the Town of Jackson.

### **SECTION II.**

That on November 19, 2025, the Town of Jackson Planning Commission conducted a public hearing, reviewed the proposed zone change that is the subject of this ordinance, and recommended approval of said zone change.

### **SECTION III.**

That the Jackson Town Council finds that the zone change that is the subject of this ordinance meets the criteria specified in Division 8.7.3, Zoning Map Amendment of the Land Development Regulations.

### **SECTION IV.**

That, in accordance with Division 8.7.3, Zoning Map Amendment, Division 1.7.2 Establishment of Zones and Overlays, and Division 1.7.3 Official Zoning Map Incorporated by Reference, of the Land Development Regulations, the aforementioned application is hereby approved and the zoning classification of the real property described as LOTS 5 & 6, Block 9, Cache-2 Addition to the Town of Jackson, is hereby changed to Public/Semi-Public (P/SP).

### **SECTION V.**

All ordinances and parts of ordinances in conflict with the provisions of this Ordinance are hereby repealed.

### **SECTION VI.**

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 VII.**

This Ordinance shall become effective after its passage, approval, and publication.

PASSED 1ST READING THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 2025.

PASSED 2ND READING THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 2025.

PASSED AND APPROVED THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 2025.

TOWN OF JACKSON

BY: \_\_\_\_\_

Arne O. Jorgensen, Mayor

ATTEST:

BY: \_\_\_\_\_

Riley Hovorka, Town Clerk

ATTESTATION OF TOWN CLERK

STATE OF WYOMING     )

) ss.

COUNTY OF TETON     )

I hereby certify that the foregoing Ordinance No. \_\_\_\_\_ was duly published in the Jackson Hole News and Guide, a newspaper of general circulation published in the Town of Jackson, Wyoming, on the \_\_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_

Riley Hovorka, Town Clerk



# STAFF REPORT



|                               |                                                                                                                     |                        |                              |
|-------------------------------|---------------------------------------------------------------------------------------------------------------------|------------------------|------------------------------|
| <b>Meeting Date:</b>          | February 2, 2026                                                                                                    | <b>Meeting Title:</b>  | Regular Town Council Meeting |
| <b>Submitting Department:</b> | Legal                                                                                                               | <b>Presenter:</b>      | Lea Colasuonno               |
| <b>Agenda Item:</b>           | Ordinances: Text Amendments Related to Nonconforming Development, Parking Standards, and Administrative Adjustments | <b>Public Comment:</b> | Yes                          |

## **Purpose & Policy Considerations.**

To approve at First Reading, Ordinance B and C, to make six (6) targeted amendments to LDR sections concerning Nonconforming Physical Development, Parking Standards, and Administrative Adjustment (LDR Sections: 1.9.2.B.3.d, 1.9.2.B.3.e, 1.9.2.B.4, 1.9.2.B.4.c, 6.2.2, and 8.8.2).

## **Recommendation.**

Staff recommend the Town Council approve both ordinances attached to the staff report.

## **Background.**

Staff presented LDR Text Amendment P25-176 at the November 17, 2025, Regular Council meeting. The Town Council directed staff to schedule Ordinance B and C for consideration at a future meeting.

## **Analysis & Key Policy Questions.**

The key question and analyses regarding introducing amendments to LDR sections concerning nonconforming physical development were discussed, and resolved, by Council on November 17, 2025.

## **Possible Alternatives.** The Council has the option to:

1. Modify the ordinances attached to this staff report; or
2. Not approve the ordinances attached to this staff report

## **Comprehensive Plan & Priority Alignment.**

These items align, generally, with the Comprehensive Plan by ensuring the general welfare, health, and safety of the community and its environment.

## **Fiscal Impact.**

Staff does not foresee any fiscal impact resulting from the proposed amendments.

## **Staff Impact.**

The Legal Department spent approximately eight hours drafting the Ordinance and this staff report.

## **Attachments.**

Ordinance B and C

## **Suggested Motions.**

I move to approve Ordinance B and C on First Reading.

## ORDINANCE B

AN ORDINANCE AMENDING ARTICLE 1 GENERAL PROVISIONS, DIVISION 1.9, NONCONFORMITIES, OF THE LAND DEVELOPMENT REGULATIONS, OF THE CODE OF THE TOWN OF JACKSON, WYOMING.

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

### SECTION I.

Division 1.9.2.B, Maintenance, Alteration, Expansion, and Replacement, of the Land Development Regulations, of the Code of the Town of Jackson, Wyoming, is hereby amended as follows:

A. ...

B. ...

1. ...

2. ...

3. ...

a. ...

b. ...

c. ...

d. Nonconforming Lot, Bulk, and Form Standards. ~~This~~These standards shall not limit expansion of a building that is nonconforming with one or more of the following standards.

i. ...

ii. ...

iii. ...

iv. Building frontage;

v. Setback range;

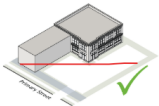
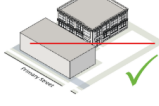
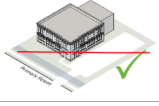
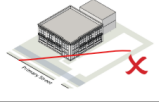
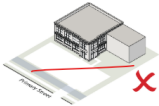
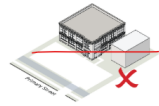
vi. Street façade width;

vii. Parking setbacks.

~~e. Nonconforming Building Facade Width.~~

~~i. **Additions.** Expansion of an existing building that is unable to meet the building facade width requirement must comply with the following provisions.~~

~~ii. **New Buildings.** Where a new building is being constructed on a lot with an existing building that doesn't meet the building facade width requirement, the following provisions apply.~~

|                                                                                                                                                          |                                                                                                                                              |
|----------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------|
|                                                                         |                                                             |
| <b>Front Addition</b>                                                                                                                                    | <b>Front New Building</b>                                                                                                                    |
| Any addition to the front must be placed in the street setback range. The addition does not have to meet the required building facade width for the lot. | All new buildings must be placed in the street setback range until the required building facade width for the lot has been met.              |
|                                                                         |                                                             |
| <b>Rear Addition</b>                                                                                                                                     | <b>Rear New Building</b>                                                                                                                     |
| Rear additions are allowed because the extension does not increase the degree of the nonconformity.                                                      | New buildings located outside of the street setback range are not allowed until the required building facade width for the lot has been met. |
|                                                                         |                                                             |
| <b>Side Addition</b>                                                                                                                                     | <b>Side New Building</b>                                                                                                                     |
| Side additions are not allowed because the extension increases the width of the building not located in the street setback range.                        | New buildings located outside of the street setback range are not allowed until the required building facade width for the lot has been met. |

4. Replacement. A nonconforming physical development shall be brought into compliance with all applicable standards of these LDRs upon willful demolition **or addition** of any structural support for the portion of the physical development that is nonconforming. **Structural support generally includes foundations, load-bearing walls, roof trusses, and similar structural elements.** Except that this subsection shall not prohibit any of the following.

- a. ...
- b. ...
- c. **Interior Remodel.** Interior remodel of a nonconforming building including the relocation or expansion of windows and doors.

EXAMPLE: ...

- 5. ...
- 6. ...

C ...

(Ord. \_\_\_\_ § 2026; Ord. 1115 § I, 2016; Ord. 1158 § III, 2017; Ord. 1196 § I, 2018; Ord. 1199 § I, 2018; Ord. 1313 § I, 2022; [Ord. No. 1359](#), § 1, 2024).

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.

The penalty for violating any provision of this Ordinance is up to maximum of \$750.00 per day, per violation.

**SECTION VI.**

This Ordinance shall become effective after its passage, approval, and publication.

PASSED 1<sup>ST</sup> READING THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 2026.

PASSED 2<sup>ND</sup> READING THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 2026.

PASSED 3<sup>RD</sup> READING THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 2026.

**TOWN OF JACKSON**

By: \_\_\_\_\_

Arne O. Jorgensen, Mayor

**ATTEST:**

By: \_\_\_\_\_

Riley Hovorka, Town Clerk

**ATTESTATION OF TOWN CLERK**

STATE OF WYOMING     )

) ss.

COUNTY OF TETON     )

I hereby certify that the foregoing Ordinance No. \_\_\_\_\_ was duly published in the Jackson Hole News and Guide, a newspaper of general circulation published in the Town of Jackson, Wyoming, on the \_\_\_\_ day of \_\_\_\_\_, 2026.

## ORDINANCE C

AN ORDINANCE AMENDING ARTICLE 6, USE STANDARDS APPLICABLE IN ALL ZONES, DIVISION 6.2, PARKING AND LOADING STANDARDS, OF THE LAND DEVELOPMENT REGULATIONS, OF THE CODE OF THE TOWN OF JACKSON, WYOMING.

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

### SECTION I.

Division 6.2.2.A Required Parking, of the Land Development Regulations, of the Code of the Town of Jackson, Wyoming, is hereby amended as follows:

A. ...

1. **Administrative Adjustment.** The Planning Director may establish ~~a lesser parking requirement pursuant to the procedure of Section 8.8.2 based on information from reliable sources that demonstrates a lesser standard is workable due to anticipated parking demand or alternative transportation services available~~ lesser requirements for parking amount, stall lengths, or drive aisle widths pursuant to the procedure of Section 8.8.2, based on information from reliable sources demonstrating that a reduced standard is workable due to anticipated parking demand, alternative transportation services, or existing site conditions.

2. ...

B. ...

C. ...

D. ...

E. ...

F. ...

(Ord. \_\_\_\_\_ § 2026; Ord. 1125, 2016; Ord. 1152 § 1, 2016; Ord. 1163 § 10, 2017; Ord. 1170 § 2, 2017; Ord. 1196 § 1, 2018; Ord. 1198 § 1, 2018; Ord. 1313 § 1, 2022; Ord. 1339 § 1, 2023; Ord. 1364, § 1, 2024; Ord. 1368, § 1, 2024)

### SECTION II.

Division 8.8.2. Administrative Adjustment, of the Land Development Regulations, of the Code of the Town of Jackson, Wyoming, is hereby amended as follows:

A. ...

B. ...

1. ...

2. ...

3. ...

4. ...

5. ...

6. ...

7. ...

8. ...

9. ...

10. ...

11. ...

12. ...

13. ...

14. ...

15. Parking stall length may be reduced by two (2) feet where a proposed change of use or redevelopment does not require additional on-site parking stalls to be developed.

16. Parking drive aisle width may be reduced to twenty feet (20') where a proposed change of use or redevelopment does not require additional parking stalls to be developed.

C. ...

D. ...

E. ...

F. ...

(Ord. \_\_\_\_\_ § 2026 Ord. 1366, § 1, 2024; Ord. 1368, § 1, 2024; Ord. 1389, § 2, 2024)

### **SECTION III.**

All ordinances and parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

### **SECTION IV.**

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.**

The penalty for violating any provision of this Ordinance is up to maximum of \$750.00 per day, per violation.

### **SECTION VI.**

This Ordinance shall become effective after its passage, approval, and publication.

PASSED 1<sup>ST</sup> READING THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 2026.

PASSED 2<sup>ND</sup> READING THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 2026.

PASSED 3<sup>RD</sup> READING THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 2026.

**TOWN OF JACKSON**

By: \_\_\_\_\_

Arne O. Jorgensen, Mayor

**ATTEST:**

By: \_\_\_\_\_

Riley Hovorka, Town Clerk

**ATTESTATION OF TOWN CLERK**

STATE OF WYOMING     )

                                  ) ss.

COUNTY OF TETON     )

I hereby certify that the foregoing Ordinance No. \_\_\_\_\_ was duly published in the Jackson Hole News and Guide, a newspaper of general circulation published in the Town of Jackson, Wyoming, on the \_\_\_\_ day of \_\_\_\_\_, 2026.

# STAFF REPORT



|                               |                                                                                                  |                        |                              |
|-------------------------------|--------------------------------------------------------------------------------------------------|------------------------|------------------------------|
| <b>Meeting Date:</b>          | February 2, 2026                                                                                 | <b>Meeting Title:</b>  | Regular Town Council Meeting |
| <b>Submitting Department:</b> | Internal Services                                                                                | <b>Presenter:</b>      | Riley Hovorka                |
| <b>Agenda Item:</b>           | Ordinance D: An Ordinance Annexing the U.S.F.S. Parcel East of Nelson Dr. to the Town of Jackson | <b>Public Comment:</b> | Yes                          |

## Purpose & Policy Considerations.

This is the first reading of Ordinance D, an ordinance annexing the U.S.F.S. parcel east of Nelson Dr. to the Town of Jackson. There will be two additional readings of Ordinance D prior to adoption.

## Recommendations.

Staff recommends that Council approve Ordinance D at first reading.

## Background.

A summary of proceedings is provided below:

- Proceedings were initiated by landowners' petition – *Wyo. Stat. §15-1-403(a)*
- Clerk certified that petition was complete – *Wyo. Stat. §15-1-403(d)*
- Governing body set a public hearing date of January 20, 2026, that is 30-180 days after petition was certified complete – *Wyo. Stat. §15-1-405(a)*
- Public hearing was noticed twice, the first at least 15 business days prior to the hearing – *Wyo. Stat. §15-1-405(b)*
- Public hearing notice included a summary of the annexation report and map – *Wyo. Stat. §15-1-405(b)*
- Landowners, affected public utilities, and persons owning property within 300+ feet of the territory were provided with a summary of the annexation report and notice of the date, time, and location of the public hearing – *Wyo. Stat. §15-1-402(a)(vi)*
- A public hearing was conducted on January 20, 2026 to accept public comment and determine if conditions required by W.S. 15-1-402 exist and that the required procedures have been met. Council determined the required conditions exist and directed staff to proceed with the annexation.

Next steps in the process include:

- Present an ordinance to Council for three readings, the first of which is scheduled for February 2, 2026 – *Wyo. Stat. §15-1-406(a)*
- File a map of the area proposed to be annexed and a copy of the approved ordinance with the County Clerk - *Wyo. Stat. §15-1-406(a)*
- Give written notice of the annexation to all public utilities servicing the area – *Wyo. Stat. §15-1-410(b)*
- File a copy of an official map or legal description with the Department of Revenue – *Wyo. Stat. §15-1-413(c)*
- Update other online maps of the Town, where appropriate

## Analysis & Key Policy Questions.

There are no new key policy questions to consider.

## Possible Alternatives.

- 1) Approve Ordinance D on first reading
- 2) Continue first reading to a future meeting



### **Comprehensive Plan & Priority Alignment.**

Approval of the proposed annexation is consistent with Principles 4.1 and 4.3 of the Comprehensive Plan to maintain Town as the central Complete Neighborhood and develop desirable residential neighborhoods, respectively. Plans to deed restrict future development within the area advances Town goals to house at least 65% of the workforce locally.

### **Fiscal Impact.**

- Land: The annexation will not change the current tax-exempt status of the land, because land owned by the federal government is exempt from property tax.
- Improvements: Assessor Shinkle confirmed that improvements for private or commercial use are taxable, however she was unable to confirm any tax amount without the specifics of the project.
- Annexation Cost: The cost of preparing the annexation report can be recovered from the petitioner, pursuant to Wyo. Stat. §15-1-402(d). Staff estimate the cost of the annexation report as:
  - Hard cost: \$105
  - Staff cost: \$6,204 (this is the average hourly cost of the five staff members that worked on this item (\$141.00/hr) multiplied by 44 (the number of hours of staff time))
  - Total Cost: \$6,309

### **Staff Impact.**

Legal, Public Works, Engineering, Planning, Clerk and Administration Department staff spent approximately 44 hours preparing annexation proceedings.

|                |          |
|----------------|----------|
| Legal          | 15 hours |
| Public Works   | 9 hours  |
| Planning       | 6 hours  |
| Clerk          | 12 hours |
| Administration | 2 hours  |

### **Attachments or Links.**

Ordinance D: An Ordinance Annexing the U.S.F.S. Parcel East of Nelson Dr. to the Town of Jackson.

### **Suggested Motion.**

I move to approve Ordinance D: An Ordinance Annexing the U.S.F.S. Parcel East of Nelson Dr. to the Town of Jackson on first reading.

## ORDINANCE D

AN ORDINANCE ANNEXING TO THE TOWN OF JACKSON, WYOMING A PARCEL OF LAND LOCATED IN THE WEST HALF OF THE NORTHWEST QUARTER OF SECTION 35, TOWNSHIP 41 NORTH, RANGE 116 WEST, 6TH P.M, TETON COUNTY, WYOMING (GENERALLY LOCATED TO THE EAST OF NELSON DRIVE)

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

### SECTION I.

The Town of Jackson hereby finds as follows:

- a. That the United States Forest Service, owner of the parcel of land located in the West Half of the Northwest Quarter of Section 35, Township 41 North, Range 116 West, 6th P.M, Teton County, Wyoming, has petitioned the Town Council of the Town of Jackson, Wyoming to annex the real property described herein and to make it a part thereof; and
- b. That a legal description and an accurate map and survey of the parcel of land located in the West Half of the Northwest Quarter of Section 35, Township 41 North, Range 116 West, 6th P.M, Teton County, Wyoming were prepared by Lucas D. Rudolph, a Professional Land Surveyor, licensed in the State of Wyoming, and are attached hereto and incorporated herein as *Exhibit A* and *Exhibit B*;
- c. That the conditions required by W.S. § 15-1-402 for the annexation of the parcel of land located in the West Half of the Northwest Quarter of Section 35, Township 41 North, Range 116 West, 6th P.M, Teton County, Wyoming exist in that:
  - a. The annexation of the area is for the protection of health, safety, and welfare of the persons residing in the area and the Town of Jackson;
  - b. The annexation of the area constitutes a natural, geographical, economical, and social part of the Town of Jackson;
  - c. The area is a logical and feasible addition to the Town of Jackson and the extension of basic and other services customarily available to residents of the Town of Jackson will, within reason, be available to the area;
  - d. The area is contiguous with and adjacent to the Town of Jackson, and the area meets the requirements of W.S. § 15-1-407;
  - e. The Town of Jackson does not own or operate its own electrical utility, and, as such, the Town Council is prepared to issue franchises, or amend current franchises, as necessary to serve the area pursuant to W.S. §15-1-410; and

### SECTION II.

That all the real property described in Exhibit A is hereby annexed to the Town of Jackson, Teton County, Wyoming, and shall become a part thereof.

### SECTION III.

Upon this Ordinance taking effect, the corporate limits of the Town of Jackson and boundary lines thereof shall show and include the real property described in Exhibit A as being within the Town of Jackson.

### SECTION VI.

The Official Zoning District Map of the Town of Jackson is hereby amended to include the property described in Exhibit A in the Neighborhood Medium Density – 2 zoning district. If subject to the scenic

resources overlay and/or natural resources overlay designations on the current Teton County zoning map, said designation shall also apply after the property is annexed into the Town.

#### SECTION V.

The Clerk of the Town of Jackson is hereby authorized and directed to file a certified copy hereof with the County Clerk of Teton County, Wyoming.

#### SECTION VI.

Sections, paragraphs, sentences, clauses and phrases of this ordinance are severable. If any phrase, clause, sentence, paragraph or section of this Ordinance is declared illegal or unconstitutional, such illegality or unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs and sections.

#### SECTION VII.

This Ordinance shall be in full force and effect upon its publication.

PASSED 1ST READING THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 2026.

PASSED 2ND READING THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 2026.

PASSED, APPROVED, AND ADOPTED THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 2026.

TOWN OF JACKSON

\_\_\_\_\_  
Arne O. Jorgensen, Mayor

ATTEST:

\_\_\_\_\_  
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 & Guide, a newspaper of general circulation published in the Town of Jackson, Wyoming, on the \_\_\_\_ day of \_\_\_\_\_, 2026. I further certify that the foregoing Ordinance was duly recorded on page \_\_\_\_ in Book \_\_\_\_ of Ordinances of the Town of Jackson, Wyoming.

\_\_\_\_\_  
Riley Hovorka, Town Clerk

## MEMORANDUM

TO: Mayor and Town Council

FR: Tyler Sinclair, Town Manager

DT: February 2, 2026

RE: Town Manager's Report

### Temporary Sign Permits

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

- ✓ Wonder Institute requests to hang one temporary banner at 105 Buffalo Way (Albertson's) for six occurrences; from February 8 – 22, April 5 – 12, June 7 – 14, August 2 – 9, October 4 – 11, & December 6 – 13, 2026 to advertise their Winter Class Schedule (P26-005).
- ✓ Jackson Hole Youth Soccer requests to hang one temporary banner at 105 Buffalo Way (Albertson's) from March 15 – 29, 2026 to advertise their Spring & Summer Programs (P26-008).
- ✓ Coombs Outdoors requests to hang one temporary banner at 105 Buffalo Way (Albertson's) from February 22 – 28, 2026 to advertise their Skiing With the Stars Fundraiser (P26-011).

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.

### Stilson Transit Center Project

Staff is happy to report that the Stilson Transit Center project is on schedule and on budget. The project team recently conducted a thorough review of the financials to-date, including areas of cost savings and liabilities. As we are projecting more savings than liabilities, we are able to add the landscape mound, bench, mural wall, and boulders back into the project, as directed by the Town Council and County Commission at the December 2, 2024 Joint Monthly Meeting.

As a refresher, at the December 2, 2024 meeting, staff presented a list of cost reduction options for consideration, including the mural wall, a decorative steel ice wall, a steel grate walk, front entry mound and bench, and landscape boulders. The Town Council and County Commission prioritized which of these items should be put back into the project if funding allowed as the project progressed. Based on the prioritized list, funding, as approved in the Guaranteed Maximum Price contract, will allow the mural wall, front entry mound and bench, and boulders to be put back into the project.

#### Letter Inviting Delegation from Lienz, Austria to Visit Jackson

A delegation from one of the Town's sister cities, Lienz, Austria will be in the United States this coming Fall for an exhibit about Pepi Stiegler on the east coast. The group would also like to visit Jackson while they are in our country and requested a letter with a formal invitation. For decades, delegations from our two cities have visited one another. Most recently, a group from Jackson went to Lienz in the spring of 2024. With approval of the Town Manager's report, the Mayor will sign the letter attached here and staff will send it. In the past, the Town has hosted, organized, and funded tours and other outings for delegations from Lienz. Staff will be working on potential collaborations for this visit with the Chamber of Commerce and Rotary Club and will highlight it as an item to consider during the budgeting process.



## TOWN OF JACKSON

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02/06/2026

Frau Bürgermeister  
Hauptplatz 7  
9900 Lienz, Austria

Dear Bürgermeister Blanik,

I want to formally invite you and your delegation from Lienz, Austria to come and visit Jackson, Wyoming in the fall of 2026. We want to return the favor of friendship, hospitality and good will between our two cities that we have exchanged through decades, and that you so graciously provided to a group from Jackson in the spring of 2024.

It is my understanding that your delegation will be in the United States for an exhibit honoring Pepi Stiegler in September on the east coast. It would be wonderful if you could also include a visit to Jackson on your journey. We met with the photographer Martin Kofler from Lienz a few months back and made some introductions for him around our town for possible spaces to host an exhibit about Stiegler. It would be great to hear an update about this endeavor and to know if any further support is needed. As Kofler and his colleague shared, it would be wonderful to have an exhibit here to coincide with Pepi Stiegler's birthday.

Again, I want to take this opportunity to thank you and your staff and community for providing such a memorable trip for our delegation in 2024. Your hospitality and warm welcome will always be remembered by those fortunate enough to have made the trip to Lienz. We look forward to welcoming you next fall.

Sincerely yours,

Arne O. Jorgensen, Mayor  
Town of Jackson  
[ajorgensen@jacksonwy.gov](mailto:ajorgensen@jacksonwy.gov)