

Regular Town Council Meeting

July 6, 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.

To join, click link or copy it to your browser: <https://us02web.zoom.us/j/88065012377?pwd=1nWXUgYx7KU46r3LKhtdHDSbRxlKw.1>

Or join at zoom.com with Webinar ID: **880 6501 2377** and Password: **83001** or by phone: **+1 253 215 8782**

II. OPENING

- A. Call to Order and Roll Call
- B. Pledge of Allegiance
- C. Land Acknowledgement
- D. Announcements/Proclamations
 - 1. Employee Introduction - Gracie Barrett, External Affairs Intern
 - 2. Parks & Recreation Month Proclamation

III. PUBLIC COMMENT

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

IV. CONSENT CALENDAR

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

- A. Meeting Minutes
 - 1. June 15, 2026 Town Council Workshop
 - 2. June 15, 2026 Regular Town Council Meeting
- B. Disbursements
- C. Contracts
 - 1. Contract with Wyoming Department of Health, Public Health Division
 - 2. Thompson Reuters Contract
 - 3. Independent Contractor Agreement for Services (Public Defender)
 - 4. Letter of Consent with CommNet Cellular dba Verizon Wireless

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. Reciprocal Crane Agreement (Lea Colasuonno)

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

A. Internal Services

1. Application for Transfer of a Retail Liquor License at 1055 W. Broadway (Lynsey Lenamond, 10 minutes)

B. Planning & Building

1. Demolition Permit Stay Request for 2001 Hidden Ranch Loop (DEM26-0011) (Paul Anthony, 15 mins)
2. Proposed String Lighting Text Amendments (Andrew Bowen, 30 mins)

VI. RESOLUTIONS

A. Resolution #26-13: A Resolution for TAP Grant Funding Application for Scott Lane/Maple Way Bicycle/Pedestrian/ADA Improvements (Brian Schilling, 10 mins)

B. Resolution #26-14: Council Working Agreements (Susan Scarlata, 10 mins)

VII. ORDINANCES

VIII. MATTERS FROM MAYOR AND COUNCIL

A. Board and Commission Reports & Meeting Check-In

IX. MATTERS FROM THE TOWN MANAGER

A. Town Manager's Report

X. ADJOURN

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



TOWN OF JACKSON

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

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.

Gracie Barrett

Gracie is a law student at the University of Wyoming College of Law with experience in communications, public relations, and student leadership. She enjoys meeting new people, getting involved in the community, and is looking forward to spending the summer in Jackson.

PROCLAMATION FOR PARKS & RECREATION MONTH

WHEREAS, Parks and Recreation is an integral part of communities throughout this country, including the Town of Jackson; and

WHEREAS, Parks and Recreation promotes health and wellness, improving the physical and mental well-being of people who live near parks; and

WHEREAS, Parks & Rec promotes time spent in nature, which positively impacts mental health by increasing cognitive performance and well-being and alleviating illnesses such as depression, attention deficit disorders, and Alzheimer's; and

WHEREAS, physical activities are promoted by Parks & Rec, which provides space for popular sports, swimming pools, climbing walls, and many other activities designed to promote active lifestyles; and

WHEREAS, Parks & Rec provides healthy foods, recreation programming and education activities including out-of-school time programming, youth sports and environmental education; and

WHEREAS, Parks and Recreation is fundamental to the health and well-being of our community; and

WHEREAS, our parks and natural recreation areas contribute to the ecological beauty of our community and provide simple ways for children and adults to connect with nature and recreate outdoors; and

NOW, THEREFORE BE IT RESOLVED that Jackson's Town Council, on behalf of Jackson residents, appreciates the benefits derived from Parks and Recreation and recognizes July as Parks & Rec month.

APPROVED THE 6th DAY OF JULY 2026.

Town of Jackson

By:

Arne Jorgensen, Mayor

ATTEST: _____
Lynsey Lenamond, Deputy Town Clerk

TOWN COUNCIL PROCEEDINGS – UNAPPROVED

JUNE 15, 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 1:30 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, David Garcia, Lea Colasuonno, Charlotte Frei, April Norton, Kristi Malone, Mike Toronto, Johnny Ziem, Paul Anthony, Lynsey Lenamond, Susan Scarlata, Katelyn Page, and Riley Hovorka. *Via Zoom*: Kelly Thompson, Tanya Anderson, Jason Pitts, Kelly Sluder, Tyler Valentine, and Andrew Bowen.

Announcements. Mayor Jorgensen introduced Thea Farrell, Planning Intern.

LDR Changes to Address Large Development Impacts (PM26-011). Paul Anthony made staff comment. Council held discussion with staff. Michael Kudar made public comment. A motion was made by Alyson Sperry and seconded by Kevin Regan to continue the LDR changes presented today to the next available meeting. Mayor Jorgensen called for the vote. The vote showed all in favor. The motion carried.

Council recessed at 3:05pm and reconvened at 3:13pm.

Town Long Range Planning FY27 Work Plan (PM26-014). Paul Anthony, Alex Norton, and Ryan Hostetter made staff comment. Council held discussion with staff. There was no public comment. A motion was made by Devon Viehman and seconded by Jonathan Schechter to approve the Town-only, Long Range Planning FY27 Work Plan with three projects (Update of Design Guidelines; Biennial LDR Update; and Wildlife Permeability and Fencing Standards), as presented in this staff report, dated June 15, 2026. Mayor Jorgensen called for the vote. The vote showed all in favor. The motion carried.

START FY27 Grant Update. Mike Toronto made staff comment. Council held discussion with staff. There was no public comment. No motions were made.

Matters from Mayor and Council. Board and Commission Reports & Meeting Check-In. There was no discussion.

Council Working Calendar. There was no discussion.

Executive Session. A motion was made by Kevin Regan and seconded by Devon Viehman to adjourn to executive session to 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) and to consider, discuss, and conduct safety and security planning pursuant to Wyoming Statute 16-4-405(a)(vii). Mayor Jorgensen called for the vote. The vote showed all in favor. The motion carried. The workshop adjourned at 4:32 p.m.

TOWN OF JACKSON

ATTEST:

Arne O. Jorgensen, Mayor

Lynsey Lenamond, Deputy Town Clerk

Minutes: rh. Publish JH News & Guide: June 24, 2026

TOWN COUNCIL PROCEEDINGS - UNAPPROVED

JUNE 16, 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.

STAFF: Tyler Sinclair, David Garcia, Roxanne Robinson, Lea Colasuonno, Johnny Ziem, Paul Anthony, Michelle Weber, Kelly Thompson, Susan Scarlata, Mike Moyer, Lynsey Lenamond, and Riley Hovorka. Via Zoom: Tanya Anderson and Mike Moyer.

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

Public Comment. There was no public comment.

Consent Calendar. A motion was made by Devon Viehman 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 May 26, 2026 Special Town Council Meeting and June 1, 2026 Regular Town Council Meeting.
- B. **Disbursements.** To approve the disbursements as presented. 120WATER \$12,400.00; ACE HARDWARE \$678.73; AMAZON \$2,823.71; BIG R RANCH & HOME \$141.85; BODENLOS, KATHLEEN \$864.33; BREAKFAST ROTARY OF JH \$700.00; BRIGGS, ERIC L \$10.75; BRINKMAN CONSULTING, INC \$4,500.00; CARPET BROTHERS LLC \$10,770.99; CENTURYLINK \$14.85; CERTIFIED LABORATORIES \$732.95; CITY OF DRIGGS \$1,924.11; CIVICPLUS \$10,633.82; COMMUNITY ENTRY SERVICES \$45,000.00; CONRAD & BISCHOFF INC. \$42,500.89; CONTROL SYSTEM TECHNOLOGY, INC. \$82,726.00; CORE & MAIN LP \$33,806.82; CUMMINS SALES AND SERVICE \$533.26; DEAN'S PEST CONTROL LLC \$270.00; DELTA DENTAL PLAN OF WYOMING \$14,652.25; DEX IMAGING \$455.47; DIVISION OF CHILD SUPPORT ENFORCEMENT \$509.23; DIVISION OF VICTIM SERVICES \$300.00; DRS IMAGING SERVICES, LLC \$5,878.02; E.R. OFFICE EXPRESS \$41.41; EVANS CONSTRUCTION INC \$1,245,671.63; EVIDENT \$60.00; FABRIC LABS, INC \$1,377.00; FERGUSON ENTERPRISES, INC \$429.34; FIRST LIGHT TECHNOLOGIES LTD \$6,796.65; GANNETT PEAK SURVEYING, LLC \$355.00; GILLIG LLC \$977.64; GRAFIX SHOPPE INC. \$670.74; GRANICUS, LLC \$26,093.42; GRAVITY GRAPHICS \$969.51; HD FOWLER COMPANY \$16,895.71; HD SUPPLY, INC. \$2,883.96; HERITAGE LANDSCAPE SUPPLY GROUP INC \$153.07; HIGH ALTITUDE SERVICES LLC \$2,335.00; HIGH COUNTRY LINEN \$1,460.86; HIRST APPLGATE, LLP \$5,682.50; HUB INTERNATIONAL \$2,124.00; ICMA MEMBERSHIP \$1,200.00; IDAHO STATE TAX COMMISSION \$11,857.00; IDENTISYS, INC \$1,869.40; INTERSTATE BATTERY \$1,105.75; IVY OUTDOOR SERVICES LLC \$25,053.48; JACKSON DOWNTOWNER, LLC \$107,880.11; JACKSON GROUP LOCKBOX \$10,161.05; JACKSON HOLE HOSPITALITY GROUP, LLC \$2,000.00; JACKSON HOLE LAW, PC \$3,505.00; JACKSON HOLE NEWS & GUIDE \$5,979.20; JACKSON HOLE ROASTERS \$120.00; JACKSON LUMBER INC \$14.70; JOE JOHNSON EQUIPMENT \$50.90; JOHANSSON, WANNA \$506.00; JORGENSEN ASSOCIATES, PC \$1,918.75; KENWORTH SALES COMPANY DEPT #1 \$119.46; LOWER VALLEY ENERGY INC \$42,154.42; MACY'S SERVICES \$150.00; MASTERCARE CLEANING JH, LLC \$1,202.00; METROQUIP INC \$3,995.70; MSC INDUSTRIAL SUPPLY CO \$160.53; MURDOCH MEMORIALS \$1,050.00; NAPA AUTO PARTS INC. \$1,097.15; NATIONAL MUSEUM OF WILDLIFE \$1,400.00; NELSON ENGINEERING \$18,624.40; ONE CALL OF WYOMING \$372.75; OSTROM ENDERS II \$4,000.00; OTIS ELEVATOR COMPANY \$4,092.84; OUTBACK LANDSCAPE OF WYOMING, LLC \$1,108.41; PALAZZOLO, MICHAEL \$4,660.07; PITTS, JASON \$338.00; PLATT \$87.71; POINT S DRIGGS \$85.57; PREMIER CLEANING SERVICES LLC \$3,338.00; PREMIER TRUCK- SALT LAKE CITY \$755.51; R & A SAFETY LLC \$749.00; RAFTELIS \$675.00; RICH, SAMUEL \$64.25; RIDGELINE EXCAVATION INC \$113,932.88; ROBINSON, MICHAEL B \$2,157.25; RUSCHILL, RUSSELL \$700.00; SARAZEN, ALEXANDRA \$4,200.00; SCARLATA, SUSAN \$506.00; SCHUPMAN, CHARLES \$92.00; SCHWARTZ, ANDY \$10,000.00; SERENITY DEVELOPMENT \$25,817.50; SHERWIN-WILLIAMS CO. \$674.61; SILVERSTAR \$6,129.78; SKIDATA, INC. \$20,000.00; SOSA'S JANITORIAL SERVICE \$6,817.50; SPACE EXPLORATION TECHNOLOGIES CORP \$680.00; SPEEDY CPS, LLC \$1,386.40; SPSC POA - SOUTH PARK SERVICES CTR POA \$303.82; STAR VALLEY HEALTH \$332.00; STEP BACK LEADERSHIP CONSULTING LLC \$34,000.00; STINKY PRINTS, INC \$56.80; STONE'S TOWN

AND COUNTRY MOTORS, INC. \$305.52; SYMMETRY TRAILERS LLC \$27,211.50; TAGGART, SHAWN \$184.00; TETON ADAPTIVE \$141,375.00; TETON COUNTY INTEGRATED SOLID WASTE/RECY \$36,230.58; TETON COUNTY PUBLIC HEALTH \$500.00; TETON COUNTY PUBLIC WORKS \$5,736.33; TETON COUNTY-FUND 10 \$642,022.64; TETON ROPE ACCESS AND SERVICES, LLC \$4,105.00; TETON SCIENCE SCHOOL, INC \$3,903.50; THE AFTERMARKET PARTS COMPANY, LLC \$2,495.45; THOMSON WEST \$1,245.48; T-MOBILE \$63.70; TMSC LLC \$16,533.84; TREFONAS LAW, P.C. \$1,106.93; VALLEY WEST ENGINEERING, PC \$3,375.00; WEBER, MICHELLE \$700.00; WESGLASS INC. -\$96.13; WEST FORK CONSTRUCTION \$655,276.20; WESTERN STATE -\$3,255.41; WY CHILD SUPPORT ENFORCEMENT \$452.30; WYOMING DEPARTMENT OF TRANSP \$131.22; WYOMING LAW ENFORCEMENT ACADEMY \$4,208.80; WYOMING RETIREMENT SYSTEM \$323,056.23; YELLOW IRON WASTE, LLC \$2,336.50; BOLAND, ANITA \$2,328.85; BURKHOLDER, SHAWN \$2,141.61; ETNA TRADE PARK LLC \$4,062.00; GRIFFITH PARTNERSHIP LLC \$1,760.00; KJ'S SERVICES INVESTMENTS LLC \$3,122.00; LOWER VALLEY ENERGY INC \$3,000.00; RAMANATHAN, BRINDA \$2,500.00; WBC PROPERTIES \$2,150.00; WILSON, JOHN \$2,400.00

C. **May Municipal Court Report.** To accept the May Municipal Court Report into record.

D. **Contracts.**

1. **Contract with HUB International Mountain States Limited.** To approve the Contract with HUB International Mountain States Limited, subject to minor changes by staff.
2. **Memorandum of Understanding Regarding Extraterritorial Law Enforcement of the Town of Jackson.** To approve the Memorandum of Understanding Regarding Extraterritorial Law Enforcement of the Town of Jackson, subject to minor changes by staff.
3. **Notice of Federal Interest.** To approve the Notice of Federal Interest, subject to minor changes by staff.
4. **Professional Services Agreement for Grant Affairs and Strategic Consulting Services.** To approve the Professional Services Agreement for Grant Affairs and Strategic Consulting Services, subject to minor changes by staff.

E. **First Amendment to the 2025 Agreement for Fire and Emergency Medical Services.** To approve the First Amendment to the 2025 Agreement for Fire and Emergency Medical Services between the Town of Jackson and Teton County as presented in this staff report, subject to minor changes by staff.

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

Town of Jackson Fiscal Year 2027 Budget Public Hearing and Consideration of Resolution 26-10. Tyler Sinclair 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 Resolution 26-10 adopting the Town of Jackson's Fiscal Year 2027 budget as presented. 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 Jonathan Schechter to direct staff to request the County Assessor assess 0.5 property mills within the Town of Jackson for Fiscal Year 2027. Mayor Jorgensen called for the vote. The vote showed all in favor. The motion carried.

Working Agreements Check-In. Susan Scarlata made staff comment. Council held discussion with staff. There was no public comment. A motion was made by Devon Viehman and seconded by Jonathan Schechter to direct staff to prepare a Resolution for Council consideration at an upcoming meeting about Council's Working Agreements based on the presentation and discussion today. Mayor Jorgensen called for the vote. The vote showed all in favor. The motion carried.

Consideration of a New Affordability Mix for 90 Virginian Lane Affordable Housing Development. April Norton and Tyler Sinclair made staff comment. Council held discussion with staff. Jessica Sell Chambers, Laura Bennett, and Gabe Koerber made public comment.

Council recessed at 7:21pm and reconvened at 7:36pm.

Discussion continued. Lea Colasuonno made staff comment. A motion was made by Alyson Sperry and seconded by Jonathan Schechter to direct staff to seek a special joint meeting to discuss the Virginian Housing Project with the Board of County Commissioners, to include but not limited to option 1C, other options to proceed or not, etc. Mayor Jorgensen called for the vote. The vote showed all in favor. The motion carried.

Application for New Restaurant Liquor License at 175 S. Glenwood Unit #104. Mayor Jorgensen opened the public hearing. Lynsey Lenamond made staff comment. Council held discussion with staff. There was no public comment. Having considered Wyoming Statute 12-4-104(b) statutory factors for this application, a motion was made by Jonathan Schechter and seconded by Devon Viehman to approve the application for a new restaurant liquor license from KHN Foods LLC for operation at 175 S. Glenwood St. Unit 104, subject to the following conditions, and further direct the Town Clerk's office to issue the license upon confirmation that the conditions of approval have been met within the timeframe set forth in Wyoming Statute 12-4-103(a)(iv):

1. The Clerk's office shall not issue the license until all required Town licenses and permits have been obtained.
2. Any additional minor corrections deemed necessary by staff and the Wyoming Liquor Division.

Mayor Jorgensen called for the vote. The vote showed all in favor. The motion carried. Mayor Jorgensen closed the public hearing.

Application for Transfer of Ownership of a Resort Liquor License at 80 Scott Lane. Mayor Jorgensen opened the public hearing. Lynsey Lenamond made staff comment. Council held discussion with staff. There was no public comment. Having considered Wyoming Statute 12-4-104(b) statutory factors for this application, a motion was made by Kevin Regan and seconded by Jonathan Schechter to approve the application from CCC's Lodge JH LLC for a transfer of ownership of a resort liquor license for operation at 80 Scott Ln., subject to the following conditions, and further direct the Town Clerk's office to issue the license upon confirmation that the conditions of approval have been met within the timeframe set forth in Wyoming Statute 12-4-103(a)(iv):

1. The Clerk's office shall not issue the license until all required Town licenses and permits have been obtained.
2. Any additional minor corrections deemed necessary by staff and the Wyoming Liquor Division.

Mayor Jorgensen called for the vote. The vote showed all in favor. The motion carried. Mayor Jorgensen closed the public hearing.

Flock Contract. Lea Colasuonno made staff comment. Council held discussion with staff. Samantha Strauss, Chris Glen, Julien Hass, Erik Dowel, Thomas Soleno, Garrett Leroy, Jessica Sell Chambers, Lauren Bennett, made public comment. A motion was made by Devon Viehman and seconded by Kevin Regan to approve the updated Master Services Agreement between the Town of Jackson and Flock Safety that was presented in this June 15, 2026 Regular Evening Meeting presentation, subject to minor changes by staff. Mayor Jorgensen called for the vote. The vote showed all in favor. The motion carried.

Resolution 26-11: Fee Schedule. Kelly Thompson made staff comment. Council held discussion with staff. There was no public comment. A motion was made by Alyson Sperry and seconded by Kevin Regan to approve Resolution 26-11, rescinding all previous fee schedules and adopting the Town of Jackson Fee Schedule. Mayor Jorgensen called for the vote. The vote showed all in favor. The motion carried.

Resolution 26-12: Fiscal Year 2026 Budget Amendment #4. Kelly Thompson made staff comment. Council held discussion with staff. There was no public comment. A motion was made by Devon Viehman and seconded by Jonathan Schechter to approve Resolution 26-12 adopting amendments to the Fiscal Year 2026 budget as presented. Mayor Jorgensen called for the vote. The vote showed all in favor. The motion carried.

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

Ordinance E: An Ordinance Amending Title 15 Regarding the National Electrical Code.

AN ORDINANCE AMENDING SECTION 15.20.010, ADOPTION OF THE NATIONAL ELECTRICAL CODE, OF TITLE 15, BUILDINGS AND CONSTRUCTION, OF THE TOWN OF JACKSON MUNICIPAL CODE.

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

There was no public comment. A motion was made by Jonthan Schechter and seconded by Alyson Spery to approve Ordinance E on third reading and designate it Ordinance 1462. Mayor Jorgensen called for the vote. The vote showed all in favor. The motion carried.

Matters from Mayor and Council. Board and Commission Reports & Meeting Check-In. Council discussed scheduling joint board interviews for July 7, and other upcoming Town events that Council may consider attending.

Town Manager’s Report. Tyler Sinclair made staff comment. The Town Manager’s report contained updates on temporary sign permits for Presbyterian Church of Jackson Hole and Off Square Theater Company, a grant application for a Forest Health Grant from the Wyoming State Forestry Division, and financial support for the Wind River Tribal Buffalo Initiative. A motion was made by Kevin Regan and seconded by Alyson Spery to approve the Town Manager’s Report. Mayor Jorgensen called for the vote. The vote showed all in favor. The motion carried. The Town Manager announced that it would be the Town Clerk’s final meeting and thanked her for her years of service.

Adjourn. A motion was made by Alyson Spery and seconded by Jonathan Schechter to adjourn. Mayor Jorgensen called for the vote. The vote showed all in favor. The motion carried. The meeting adjourned at 8:45 p.m.

TOWN OF JACKSON

ATTEST:

Arne O. Jorgensen, Mayor

Lynsey Lenamond, Deputy Town Clerk

Minutes: rh. Publish JH News & Guide: June 24, 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
7850	AARDVARK EXCAVATING LLC	1767	E-BIKE SAFETY IMPROVEMENTS	05/26/2026	108,376.45	.00	
Total 7850:					108,376.45	.00	
51	ACE HARDWARE	941784	CAULK	04/28/2026	11.99	.00	
51	ACE HARDWARE	945530	COUPLERS	05/28/2026	179.85	.00	
51	ACE HARDWARE	945693	VOLTAGE DETECTOR, METER & MAR	05/29/2026	83.96	.00	
51	ACE HARDWARE	945788	CNPY PLYSTR N/BLU 10X10'	05/29/2026	139.99	.00	
51	ACE HARDWARE	945937	CLEANER	06/01/2026	16.99	.00	
51	ACE HARDWARE	946034	WIRE	06/01/2026	1.98	.00	
51	ACE HARDWARE	946374	WIRE	06/03/2026	3.45	.00	
51	ACE HARDWARE	946428	MOP BUCKET, BROOM, MOP HEAD	06/04/2026	152.96	.00	
51	ACE HARDWARE	946452	BATTERY	06/04/2026	7.99	.00	
51	ACE HARDWARE	946455	ROLLER COVER	06/04/2026	11.99	.00	
51	ACE HARDWARE	946470	PRIMER	06/04/2026	21.99	.00	
51	ACE HARDWARE	946514	WIRE CONN & PAINT TRAY LINER	06/04/2026	9.98	.00	
51	ACE HARDWARE	946594	LED BULBS	06/05/2026	33.98	.00	
51	ACE HARDWARE	946615	LED BULBS	06/05/2026	8.99	.00	
51	ACE HARDWARE	946709	SCREWS	06/05/2026	9.99	.00	
51	ACE HARDWARE	946714	BOLTS & SCREWS	06/05/2026	2.96	.00	
51	ACE HARDWARE	946807	LADDER, BROOM, SHOVEL	06/07/2026	283.94	.00	
51	ACE HARDWARE	946928	JIG BLADES, STUD FINDER	06/08/2026	59.97	.00	
51	ACE HARDWARE	946988	SCREWS	06/09/2026	5.28	.00	
51	ACE HARDWARE	947051	KNOBS & WALLPLATES	06/09/2026	44.85	.00	
51	ACE HARDWARE	947052	LED BULBS	06/09/2026	14.99	.00	
51	ACE HARDWARE	947054	LED BULBS	06/09/2026	2.00	.00	
51	ACE HARDWARE	947099	SPACER	06/09/2026	7.99	.00	
51	ACE HARDWARE	947245	ROLLER, WALLPLATE, BOX	06/10/2026	48.11	.00	
51	ACE HARDWARE	947258	LOCKS	06/10/2026	46.98	.00	
51	ACE HARDWARE	947269	WRENCH, HEX KEYS & SCREWDRIVE	06/10/2026	58.95	.00	
51	ACE HARDWARE	947271	WALLPLATE, CAT JACK, LOW VLT MN	06/10/2026	24.46	.00	
51	ACE HARDWARE	947328	CAULK & SANDPAPER	06/11/2026	16.78	.00	
51	ACE HARDWARE	947361	SMOKE DETECTOR & COAX CABLE	06/11/2026	139.97	.00	
51	ACE HARDWARE	947466	WOOD ANCHOR & DOOR STOP	06/12/2026	32.97	.00	
51	ACE HARDWARE	947469	CAULK	06/12/2026	5.49	.00	
51	ACE HARDWARE	947508	DRAIN CLEANER	06/12/2026	21.99	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
51	ACE HARDWARE	947545	SHELF BRACKET & HOOK CLOTHS	06/12/2026	24.96	.00	
51	ACE HARDWARE	947549	SHOWER CURTAIN & ROD	06/12/2026	44.47	.00	
51	ACE HARDWARE	947831	INSECT KILLER & ANT BAIT	06/16/2026	30.98	.00	
51	ACE HARDWARE	947986	TROWL CORNER	06/17/2026	26.99	.00	
51	ACE HARDWARE	947993	SPRINGS	06/17/2026	8.68	.00	
51	ACE HARDWARE	948026	FIRE SEALANT	06/17/2026	19.99	.00	
51	ACE HARDWARE	948138	KEYKRAFTER, 3" ADHV	06/18/2026	41.92	.00	
51	ACE HARDWARE	948181	EDGE	06/18/2026	49.98	.00	
51	ACE HARDWARE	948190	JOINT COMPOUND, BLADES, KNIFE	06/18/2026	31.96	.00	
51	ACE HARDWARE	948208	BLADE, TROWL, STAPLES, STAPLE G	06/18/2026	65.95	.00	
51	ACE HARDWARE	948532	ADHESIVE & EDGE	06/22/2026	49.98	.00	
51	ACE HARDWARE	948562	STAIN, LOCK NUTS & QUIK ROUND	06/22/2026	16.37	.00	
51	ACE HARDWARE	948603	EDGE	06/22/2026	49.98	.00	
Total 51:					1,975.97	.00	
6861	ADVANCED NETWORK MANAG	IN116403	PANIC BUTTONS	03/23/2026	5,473.20	.00	
Total 6861:					5,473.20	.00	
5726	AMAZON	13T6-166Y-76Y	DUSTBUSTER FILTERS	06/16/2026	15.90-	.00	
5726	AMAZON	16HH-HQ91-35	GLOVES	06/23/2026	78.00	.00	
5726	AMAZON	17DK-NY6M-9	AUTO SERVICE CHECKLIST	06/05/2026	135.44	.00	
5726	AMAZON	17VH-MR3T-H	MARKERS	06/21/2026	85.75	.00	
5726	AMAZON	19TQ-PY3X-KJ	ENTRUST COLOR RIBBON	06/12/2026	305.90	.00	
5726	AMAZON	1FHK-FYKN-Y	WIPES	06/05/2026	51.78	.00	
5726	AMAZON	1JTQ-QFRT-C	OFFICE CHAIR	06/11/2026	175.99	.00	
5726	AMAZON	1KFP-9PP1-CK	2 SAMSUNG 65" TVS	06/09/2026	3,011.98	.00	
5726	AMAZON	1LPD-WWWX-	TV WALL MOUNT	06/08/2026	1,139.58	.00	
5726	AMAZON	1MK4-KMY1-9	ENTRUST RIBBON	06/23/2026	152.95-	.00	
5726	AMAZON	1MXQ-113Q-X	CABLES	06/09/2026	159.92	.00	
5726	AMAZON	1NPN-D7F9-LF	BATTERY BACKUPS	06/11/2026	2,383.20	.00	
5726	AMAZON	1WDF-T4MQ-D	BOOKS	06/11/2026	108.40	.00	
5726	AMAZON	1WLC-LMT6-X	EARBUD TIPS	02/26/2026	113.38	.00	
5726	AMAZON	1WPC-9X49-P	SPLITFIRE, PIRELLI TIRES, DOME LIGH	04/23/2026	1,071.10	.00	
5726	AMAZON	1X3L-CW33-W	COFFEE TABLE, MAGNET & END TABL	06/12/2026	339.44	.00	
5726	AMAZON	1YPW-CDHP-	COMPUTER CABINET	06/08/2026	522.50	.00	
Total 5726:					9,513.51	.00	
7870	AMMERLAAN, JUSTIN	061026	560 TRAILS END LANDSCAPE BOND R	06/10/2026	59,375.00	59,375.00	06/11/2026

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 7870:					59,375.00	59,375.00	
7642	ANGEL ARMOR	INV19749	BODY ARMOR	06/10/2026	6,550.00	.00	
Total 7642:					6,550.00	.00	
1783	AT&T	287279795460	IPADS	05/11/2026	319.19	.00	
Total 1783:					319.19	.00	
6757	AXON ENTERPRISES, INC	INUS454764	INTERVIEW CAMERA & MIC	06/18/2026	137.73	.00	
Total 6757:					137.73	.00	
3340	BARNHILL LANDSCAPING INC	13375	REMOVE CHOKE CHERRIES AND HA	05/26/2026	1,370.00	.00	
Total 3340:					1,370.00	.00	
4920	BEST BEST & KRIEGER	1064113	MATTER 51148.00005	06/09/2026	550.00	.00	
Total 4920:					550.00	.00	
4774	BIG R RANCH & HOME	003465/1	ROPE, CHAIN, CABLE & HOSE	06/10/2026	29.80	.00	
Total 4774:					29.80	.00	
3500	BISON LUMBER	2605-905480	SPIKES, PICKETS, PATIO BLOCKS	05/01/2026	137.81	.00	
3500	BISON LUMBER	2605-905625	SHAKES	05/04/2026	159.13	.00	
3500	BISON LUMBER	2605-907354	STUD FINDER & CHISELS	05/26/2026	73.57	.00	
3500	BISON LUMBER	2605-907678	CONCRETE	05/28/2026	40.08	.00	
3500	BISON LUMBER	2606-908342	CONCRETE	06/04/2026	40.08	.00	
3500	BISON LUMBER	2606-908795	CONCRETE	06/09/2026	20.04	.00	
3500	BISON LUMBER	2606-908951	PLYWOOD	06/10/2026	188.91	.00	
3500	BISON LUMBER	2606-909396	WOOD & BRONZE STAR	06/15/2026	109.63	.00	
Total 3500:					769.25	.00	
1560	BLUE SPRUCE CLEANERS,INC	04-102859	LAUNDRY	05/04/2026	17.95	.00	
1560	BLUE SPRUCE CLEANERS,INC	04-103510	LAUNDRY	05/07/2026	57.12	.00	
1560	BLUE SPRUCE CLEANERS,INC	05-100340	LAUNDRY	05/07/2026	38.08	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
1560	BLUE SPRUCE CLEANERS,INC	05-100369	LAUNDRY	05/08/2026	39.60	.00	
1560	BLUE SPRUCE CLEANERS,INC	05-100382	LAUNDRY	05/08/2026	4.75	.00	
1560	BLUE SPRUCE CLEANERS,INC	05-100701	LAUNDRY	05/08/2026	24.15	.00	
1560	BLUE SPRUCE CLEANERS,INC	05-100953	LAUNDRY	05/14/2026	10.89	.00	
1560	BLUE SPRUCE CLEANERS,INC	05-101067	LAUNDRY	05/15/2026	17.95	.00	
1560	BLUE SPRUCE CLEANERS,INC	05-101352	LAUNDRY	05/14/2026	19.04	.00	
1560	BLUE SPRUCE CLEANERS,INC	05-101830	LAUNDRY	05/21/2026	10.89	.00	
1560	BLUE SPRUCE CLEANERS,INC	05-101979	LAUNDRY	05/21/2026	17.95	.00	
1560	BLUE SPRUCE CLEANERS,INC	05-102882	LAUNDRY	05/29/2026	17.95	.00	
Total 1560:					276.32	.00	
7877	CANGIANO, COSIMO	06182026	REIMBURSEMENT FOR POLICE OFFI	06/18/2026	6,943.11	.00	
Total 7877:					6,943.11	.00	
102	CASELLE INC.	INV-20423	ANNUAL MAINTENANCE	06/03/2026	31,742.16	.00	
Total 102:					31,742.16	.00	
4431	CENTRAL WYOMING COLLEGE	000748117	1/2 STUDENT SERVICES COORDINAT	06/15/2026	118,500.00	.00	
Total 4431:					118,500.00	.00	
7089	CHARLIE'S PLUMBING OF JH	15063	CLEAR URINALS	06/16/2026	389.00	.00	
7089	CHARLIE'S PLUMBING OF JH	15077	CLEAR URINAL	06/20/2026	828.00	.00	
Total 7089:					1,217.00	.00	
5967	CITY OF DRIGGS	BBSTART2026	JUNE RENT, ELECTRIC, SEWER, CLE	06/15/2026	1,923.73	.00	
Total 5967:					1,923.73	.00	
6001	CIVICPLUS	366738	DEPT HEADER PKG, ADFS, CIVICSEN	06/29/2026	11,920.19	.00	
Total 6001:					11,920.19	.00	
6114	CLIMB WYOMING	06182026	APRIL-JUNE 2026	06/18/2026	1,531.25	.00	
Total 6114:					1,531.25	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
260	COMMUNITY SAFETY NETWORK	061126	CONTRACT SERVICES	06/11/2026	40,000.00	.00	
Total 260:					40,000.00	.00	
514	CONRAD & BISCHOFF INC.	IN-251748-26	METHANOL	06/16/2026	511.15	.00	
514	CONRAD & BISCHOFF INC.	IN-251796-26	DEF BULK	06/15/2026	400.14	.00	
514	CONRAD & BISCHOFF INC.	IN-251797-26	DEF BULK	06/15/2026	560.03	.00	
Total 514:					1,471.32	.00	
7874	CONROY, KYLE	060826	RELEASE OF BOND 1030 S PARK E26-	06/08/2026	10,000.00	10,000.00	06/11/2026
Total 7874:					10,000.00	10,000.00	
4887	CONTROL SYSTEM TECHNOLO	11844	TEST DEVICES, PROGRAMMING, ANA	06/08/2026	14,791.65	.00	
Total 4887:					14,791.65	.00	
6475	CONVERGEONE, INC	INV1130048	CALLREPLAY ENTERPRISE SERVER	06/14/2026	4,375.50	.00	
Total 6475:					4,375.50	.00	
3001	CREATIVE ENERGIES, LLC	11977	CONSULTING - START BUS	06/09/2026	2,100.00	.00	
Total 3001:					2,100.00	.00	
148	DELL	10878706841	VLA ENTERPRISE PLANNER	06/11/2026	2,370.15	.00	
Total 148:					2,370.15	.00	
3881	DEX IMAGING	AR15556454	COPIES	06/24/2026	326.68	.00	
Total 3881:					326.68	.00	
7879	DISCOUNT OFFICE FURNITURE	25074	FREIGHT	06/12/2026	150.00	.00	
Total 7879:					150.00	.00	
7592	DISTRICT VI JUVENILE DETENT	308	DETENTION BED	06/01/2026	900.00	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 7592:					900.00	.00	
6883	DIVISION OF CHILD SUPPORT	06122026	DCSE CASE #0005405448	06/12/2026	509.23	509.23	06/12/2026
6883	DIVISION OF CHILD SUPPORT	06262026	DCSE CASE #0005405448	06/26/2026	509.23	509.23	06/26/2026
Total 6883:					1,018.46	1,018.46	
7463	DONOVAN, MATT	06152026	REFUND FOR EXPO LICENSE APPLIC	06/15/2026	139.00	139.00	06/15/2026
Total 7463:					139.00	139.00	
3408	E.R. OFFICE EXPRESS	23923	FILE BOXES	06/19/2026	52.69	.00	
3408	E.R. OFFICE EXPRESS	23935	paper	06/19/2026	149.38	.00	
Total 3408:					202.07	.00	
7684	EDA LAND PLANNING	06-10406	REVIEW & DESIGN CEMETERY	06/03/2026	2,210.00	.00	
Total 7684:					2,210.00	.00	
7446	ELAN ONE CARD	05312026	LASER LABS LIEUTENANT 7867	05/31/2026	99.00	99.00	06/09/2026
7446	ELAN ONE CARD	05312026	USPS PERSONNEL 7099	05/31/2026	10.48	10.48	06/09/2026
7446	ELAN ONE CARD	05312026	REI PERSONNEL 7099	05/31/2026	50.00	50.00	06/09/2026
7446	ELAN ONE CARD	05312026	BARNES & NOBLE PERSONNEL 7099	05/31/2026	75.95	75.95	06/09/2026
7446	ELAN ONE CARD	05312026	HOME DEPOT FACILITIES PW 4135	05/31/2026	94.48	94.48	06/09/2026
7446	ELAN ONE CARD	05312026	DISH IT 7309	05/31/2026	157.20	157.20	06/09/2026
7446	ELAN ONE CARD	05312026	UPS IT 7309	05/31/2026	73.02	73.02	06/09/2026
7446	ELAN ONE CARD	05312026	PERPLEXITY IT 7309	05/31/2026	477.94	477.94	06/09/2026
7446	ELAN ONE CARD	05312026	EXXON JPD SGT 2280	05/31/2026	40.00	40.00	06/09/2026
7446	ELAN ONE CARD	05312026	FIRST TACTICAL JPD SGT 2280	05/31/2026	749.90	749.90	06/09/2026
7446	ELAN ONE CARD	05312026	MAVERIK ADMIN 3567	05/31/2026	45.04	45.04	06/09/2026
7446	ELAN ONE CARD	05312026	RAMKOTA CHIEF 0494	05/31/2026	196.00	196.00	06/09/2026
7446	ELAN ONE CARD	05312026	RESIDENCE INN COMM DEV 3840	05/31/2026	125.00	125.00	06/09/2026
7446	ELAN ONE CARD	05312026	FIFTY APPAREL DETECTIVE SGT 6677	05/31/2026	1,456.38	1,456.38	06/09/2026
7446	ELAN ONE CARD	05312026	STAPLES DETECTIVE SGT 6677	05/31/2026	64.18	64.18	06/09/2026
7446	ELAN ONE CARD	05312026	HOME DEPOT FACILITIES PW 4135	05/31/2026	617.55	617.55	06/09/2026
7446	ELAN ONE CARD	05312026	ALBERTSONS WWTP 2901	05/31/2026	53.25	53.25	06/09/2026
7446	ELAN ONE CARD	05312026	AMAZON PERSONNEL 7099	05/31/2026	32.09	32.09	06/09/2026
7446	ELAN ONE CARD	05312026	STAPLES PW FLEET 0463	05/31/2026	43.94	43.94	06/09/2026
7446	ELAN ONE CARD	05312026	4IMPRINT START ADMIN 9251	05/31/2026	327.99	327.99	06/09/2026

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
7446	ELAN ONE CARD	05312026	COMMUNITY TRANSPORTATION STAR	05/31/2026	84.00	84.00	06/09/2026
7446	ELAN ONE CARD	05312026	MAVERIK STREETS 4277	05/31/2026	13.76	13.76	06/09/2026
7446	ELAN ONE CARD	05312026	4IMPRINT VICTIM SERVICES 1944	05/31/2026	611.90	611.90	06/09/2026
7446	ELAN ONE CARD	05312026	SMITHS JPD TRAINING TWO 6481	05/31/2026	64.12	64.12	06/09/2026
7446	ELAN ONE CARD	05312026	SMITHS JPD TRAINING TWO 6481	05/31/2026	55.22	55.22	06/09/2026
7446	ELAN ONE CARD	05312026	LOAF N JUG LIEUTENANT 7867	05/31/2026	28.90	28.90	06/09/2026
7446	ELAN ONE CARD	05312026	CHECKR PERSONNEL 7099	05/31/2026	133.58	133.58	06/09/2026
7446	ELAN ONE CARD	05312026	REI PERSONNEL 7099	05/31/2026	100.00	100.00	06/09/2026
7446	ELAN ONE CARD	05312026	WHOLE FOODS PERSONNEL 7099	05/31/2026	50.00	50.00	06/09/2026
7446	ELAN ONE CARD	05312026	TRAVELODGE FINANCE	05/31/2026	204.00	204.00	06/09/2026
7446	ELAN ONE CARD	05312026	DISH IT 7309	05/31/2026	169.20	169.20	06/09/2026
7446	ELAN ONE CARD	05312026	RAINFOC CISCOCL IT 7309	05/31/2026	3,195.00	3,195.00	06/09/2026
7446	ELAN ONE CARD	05312026	GODADDY IT 7309	05/31/2026	239.98	239.98	06/09/2026
7446	ELAN ONE CARD	05312026	MCDONALDS JPD SGT 2280	05/31/2026	10.53	10.53	06/09/2026
7446	ELAN ONE CARD	05312026	GDP NPCA JPD SGT 2280	05/31/2026	80.00	80.00	06/09/2026
7446	ELAN ONE CARD	05312026	OFFICE DEPOT ADMIN 3567	05/31/2026	24.12	24.12	06/09/2026
7446	ELAN ONE CARD	05312026	RAMKOTA CHIEF 0494	05/31/2026	196.00	196.00	06/09/2026
7446	ELAN ONE CARD	05312026	CANVACOMM DEV 3840	05/31/2026	181.90	181.90	06/09/2026
7446	ELAN ONE CARD	05312026	RECREATION.GOV DETECTIVE SGT 6	05/31/2026	40.00	40.00	06/09/2026
7446	ELAN ONE CARD	05312026	STINKER DETECTIVE SGT 6677	05/31/2026	60.92	60.92	06/09/2026
7446	ELAN ONE CARD	05312026	IKEA FACILITIES PW 4135	05/31/2026	103.44	103.44	06/09/2026
7446	ELAN ONE CARD	05312026	PEARL STREET PERSONNEL 7099	05/31/2026	19.20	19.20	06/09/2026
7446	ELAN ONE CARD	05312026	STAPLES PW FLEET 0463	05/31/2026	81.48	81.48	06/09/2026
7446	ELAN ONE CARD	05312026	4IMPRINT START ADMIN 9251	05/31/2026	1,295.26	1,295.26	06/09/2026
7446	ELAN ONE CARD	05312026	COMMUNITY TRANSPORTATION STAR	05/31/2026	28.00	28.00	06/09/2026
7446	ELAN ONE CARD	05312026	WENDYS STREETS 4277	05/31/2026	10.59	10.59	06/09/2026
7446	ELAN ONE CARD	05312026	COCA COLA VICTIM SERVICES 1944	05/31/2026	27.41	27.41	06/09/2026
7446	ELAN ONE CARD	05312026	CHEVRON JPD TRAINING TWO 6481	05/31/2026	48.50	48.50	06/09/2026
7446	ELAN ONE CARD	05312026	SMITHS JPD TRAINING TWO 6481	05/31/2026	71.35	71.35	06/09/2026
7446	ELAN ONE CARD	05312026	BEST WESTERN LIEUTENANT 7867	05/31/2026	123.91	123.91	06/09/2026
7446	ELAN ONE CARD	05312026	FORT FRAME & ART PERSONNEL 709	05/31/2026	320.07	320.07	06/09/2026
7446	ELAN ONE CARD	05312026	USPS PERSONNEL 7099	05/31/2026	11.30	11.30	06/09/2026
7446	ELAN ONE CARD	05312026	MCDONALDS PERSONNEL 7099	05/31/2026	25.00	25.00	06/09/2026
7446	ELAN ONE CARD	05312026	CONOCO FINANCE	05/31/2026	35.29	35.29	06/09/2026
7446	ELAN ONE CARD	05312026	STARLINK IT 7309	05/31/2026	660.00	660.00	06/09/2026
7446	ELAN ONE CARD	05312026	GODADDY IT 7309	05/31/2026	239.98	239.98	06/09/2026
7446	ELAN ONE CARD	05312026	OHSNAP IT 7309	05/31/2026	40.52	40.52	06/09/2026
7446	ELAN ONE CARD	05312026	THE DEPOT JPD SGT 2280	05/31/2026	28.76	28.76	06/09/2026
7446	ELAN ONE CARD	05312026	ALBERTSONS JPD SGT 2280	05/31/2026	65.22	65.22	06/09/2026
7446	ELAN ONE CARD	05312026	SMITHS ANIMAL SHELTER 3324	05/31/2026	24.06	24.06	06/09/2026
7446	ELAN ONE CARD	05312026	RAMKOTA CHIEF 0494	05/31/2026	98.00	98.00	06/09/2026

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
7446	ELAN ONE CARD	05312026	NOTION LABS COMM DEV 3840	05/31/2026	107.51	107.51	06/09/2026
7446	ELAN ONE CARD	05312026	VICTORIAS SECRET DETECTIVE SGT	05/31/2026	63.58	63.58	06/09/2026
7446	ELAN ONE CARD	05312026	PILOT DETECTIVE SGT 6677	05/31/2026	61.70	61.70	06/09/2026
7446	ELAN ONE CARD	05312026	TETON CO CLERK FACILITIES PW 413	05/31/2026	22.55	22.55	06/09/2026
7446	ELAN ONE CARD	05312026	INTL CODE COUNCIL PW ADMIN 4874	05/31/2026	2,098.73	2,098.73	06/09/2026
7446	ELAN ONE CARD	05312026	MONARCH POWERSPORTS PW FLEE	05/31/2026	57.83	57.83	06/09/2026
7446	ELAN ONE CARD	05312026	STAPLES START ADMIN 9251	05/31/2026	81.16	81.16	06/09/2026
7446	ELAN ONE CARD	05312026	UNITED START OPER 4059	05/31/2026	50.00	50.00	06/09/2026
7446	ELAN ONE CARD	05312026	MTM HYDRO PARTS STREETS 4277	05/31/2026	64.85-	64.85-	06/09/2026
7446	ELAN ONE CARD	05312026	PILOT VICTIM SERVICES 1944	05/31/2026	63.78	63.78	06/09/2026
7446	ELAN ONE CARD	05312026	PHILLIPS JPD TRAINING TWO 6481	05/31/2026	53.37	53.37	06/09/2026
7446	ELAN ONE CARD	05312026	TEXAS ROADHOUSE LIEUTENANT 78	05/31/2026	57.14	57.14	06/09/2026
7446	ELAN ONE CARD	05312026	GOLDEN THREAD LIEUTENANT 7867	05/31/2026	364.99	364.99	06/09/2026
7446	ELAN ONE CARD	05312026	JCPENNEY PERSONNEL 7099	05/31/2026	50.00	50.00	06/09/2026
7446	ELAN ONE CARD	05312026	PEARL STREET PERSONNEL 7099	05/31/2026	176.40	176.40	06/09/2026
7446	ELAN ONE CARD	05312026	PICAS MEXICAN RESTAURANT PERS	05/31/2026	25.00	25.00	06/09/2026
7446	ELAN ONE CARD	05312026	TRAVELODGE FINANCE	05/31/2026	102.00	102.00	06/09/2026
7446	ELAN ONE CARD	05312026	PERPLEXITY IT 7309	05/31/2026	312.47	312.47	06/09/2026
7446	ELAN ONE CARD	05312026	LUXOR IT 7309	05/31/2026	154.20	154.20	06/09/2026
7446	ELAN ONE CARD	05312026	GODADDY IT 7309	05/31/2026	239.98	239.98	06/09/2026
7446	ELAN ONE CARD	05312026	MAVERIK JPD SGT 2280	05/31/2026	32.32	32.32	06/09/2026
7446	ELAN ONE CARD	05312026	5.11 JPD SGT 2280	05/31/2026	321.00	321.00	06/09/2026
7446	ELAN ONE CARD	05312026	SMITHS ANIMAL SHELTER 3324	05/31/2026	21.67	21.67	06/09/2026
7446	ELAN ONE CARD	05312026	PEARL STREET CHIEF 0494	05/31/2026	106.34	106.34	06/09/2026
7446	ELAN ONE CARD	05312026	MAILCHIMP COMM DEV 3840	05/31/2026	135.00	135.00	06/09/2026
7446	ELAN ONE CARD	05312026	GUARDIAN ALLIANCE TEC DETECTIV	05/31/2026	125.00	125.00	06/09/2026
7446	ELAN ONE CARD	05312026	HOME DEPOT FACILITIES PW 4135	05/31/2026	55.97	55.97	06/09/2026
7446	ELAN ONE CARD	05312026	TRUDOORFACILITIES PW 4135	05/31/2026	513.55	513.55	06/09/2026
7446	ELAN ONE CARD	05312026	ALBERTSONS START ADMIN 9251	05/31/2026	5.76	5.76	06/09/2026
7446	ELAN ONE CARD	05312026	ETSY START ADMIN 9251	05/31/2026	1,652.22	1,652.22	06/09/2026
7446	ELAN ONE CARD	05312026	SWAN VALLEY GENERAL STREETS 42	05/31/2026	14.39	14.39	06/09/2026
7446	ELAN ONE CARD	05312026	HOLIDAY INN STREETS 4277	05/31/2026	110.00	110.00	06/09/2026
7446	ELAN ONE CARD	05312026	EGAUGESYSTEMS WWTP 2901	05/31/2026	20.00	20.00	06/09/2026
7446	ELAN ONE CARD	05312026	TETON CONSERVATION ADMIN 3567	05/31/2026	260.00	260.00	06/09/2026
7446	ELAN ONE CARD	05312026	B&H PHOTO LIEUTENANT 7867	05/31/2026	3,196.66	3,196.66	06/09/2026
7446	ELAN ONE CARD	05312026	ALBERTSONS LIEUTENANT 7867	05/31/2026	55.66	55.66	06/09/2026
7446	ELAN ONE CARD	05312026	SNAKE RIVER GRILL PERSONNEL 709	05/31/2026	100.00	100.00	06/09/2026
7446	ELAN ONE CARD	05312026	SKINNY SKIS PERSONNEL 7099	05/31/2026	50.00	50.00	06/09/2026
7446	ELAN ONE CARD	05312026	WHOLE FOODS PERSONNEL 7099	05/31/2026	4.19	4.19	06/09/2026
7446	ELAN ONE CARD	05312026	CUTTYS PW ADMIN 4874	05/31/2026	293.37	293.37	06/09/2026
7446	ELAN ONE CARD	05312026	CLEVERBRIDGE IT 7309	05/31/2026	641.95	641.95	06/09/2026

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
7446	ELAN ONE CARD	05312026	PERPLEXITY IT 7309	05/31/2026	2,000.00	2,000.00	06/09/2026
7446	ELAN ONE CARD	05312026	EXXON JPD SGT 2280	05/31/2026	8.39	8.39	06/09/2026
7446	ELAN ONE CARD	05312026	THE DEPOT JPD SGT 2280	05/31/2026	46.88	46.88	06/09/2026
7446	ELAN ONE CARD	05312026	EXXON JPD TRAINING ONE 7130	05/31/2026	44.71	44.71	06/09/2026
7446	ELAN ONE CARD	05312026	PHILLIPS JPD TRAINING TWO 6481	05/31/2026	69.53	69.53	06/09/2026
7446	ELAN ONE CARD	05312026	CONOCO COMM DEV 3840	05/31/2026	57.31	57.31	06/09/2026
7446	ELAN ONE CARD	05312026	PERSEPHONE COMM DEV 3840	05/31/2026	49.41	49.41	06/09/2026
7446	ELAN ONE CARD	05312026	CONOCO DETECTIVE SGT 6677	05/31/2026	62.34	62.34	06/09/2026
7446	ELAN ONE CARD	05312026	HOME DEPOT FACILITIES PW 4135	05/31/2026	233.00	233.00	06/09/2026
7446	ELAN ONE CARD	05312026	HOME DEPOT FACILITIES PW 4135	05/31/2026	104.87	104.87	06/09/2026
7446	ELAN ONE CARD	05312026	GODADDY IT 7309	05/31/2026	32.18	32.18	06/09/2026
7446	ELAN ONE CARD	05312026	ALBERTSONS START ADMIN 9251	05/31/2026	63.38	63.38	06/09/2026
7446	ELAN ONE CARD	05312026	UNITED START OPER 4059	05/31/2026	50.00	50.00	06/09/2026
7446	ELAN ONE CARD	05312026	HOLIDAY INN STREETS 4277	05/31/2026	124.30	124.30	06/09/2026
7446	ELAN ONE CARD	05312026	CMON INN VICTIM SERVICES 1944	05/31/2026	110.87	110.87	06/09/2026
7446	ELAN ONE CARD	05312026	MAVERIK ADMIN 3567	05/31/2026	31.85	31.85	06/09/2026
7446	ELAN ONE CARD	05312026	RAMKOTA CHIEF 0494	05/31/2026	196.00	196.00	06/09/2026
7446	ELAN ONE CARD	05312026	D.O.G. LIEUTENANT 7867	05/31/2026	182.85	182.85	06/09/2026
7446	ELAN ONE CARD	05312026	ALTA LANGUAGE SVCS PERSONNEL	05/31/2026	58.00	58.00	06/09/2026
7446	ELAN ONE CARD	05312026	PEARL STREET PERSONNEL 7099	05/31/2026	153.60	153.60	06/09/2026
7446	ELAN ONE CARD	05312026	ALBERTSONS PERSONNEL 7099	05/31/2026	32.97	32.97	06/09/2026
7446	ELAN ONE CARD	05312026	ALBERTSONS PERSONNEL 7099	05/31/2026	33.16	33.16	06/09/2026
7446	ELAN ONE CARD	05312026	IAP CAREER COLLEGE PW FLEET 046	05/31/2026	186.00	186.00	06/09/2026
7446	ELAN ONE CARD	05312026	CLEVERBRIDGE IT 7309	05/31/2026	42.00-	42.00-	06/09/2026
7446	ELAN ONE CARD	05312026	AIRBNB IT 7309	05/31/2026	4,151.62	4,151.62	06/09/2026
7446	ELAN ONE CARD	05312026	MCDONALDS JPD SGT 2280	05/31/2026	9.07	9.07	06/09/2026
7446	ELAN ONE CARD	05312026	FIRST TACTICAL JPD SGT 2280	05/31/2026	817.38	817.38	06/09/2026
7446	ELAN ONE CARD	05312026	CHEVRON JPD TRAINING TWO 6481	05/31/2026	52.01	52.01	06/09/2026
7446	ELAN ONE CARD	05312026	CMON INN LIEUTENANT 7867	05/31/2026	26.40-	26.40-	06/09/2026
7446	ELAN ONE CARD	05312026	SPANISH GROUP COMM DEV 3840	05/31/2026	61.20	61.20	06/09/2026
7446	ELAN ONE CARD	05312026	GUARDIAN ALLIANCE TEC DETECTIV	05/31/2026	565.00	565.00	06/09/2026
7446	ELAN ONE CARD	05312026	BUC-EES DETECTIVE SGT 6677	05/31/2026	43.62	43.62	06/09/2026
7446	ELAN ONE CARD	05312026	HOME DEPOT FACILITIES PW 4135	05/31/2026	313.44	313.44	06/09/2026
7446	ELAN ONE CARD	05312026	TRAVELodge FINANCE	05/31/2026	102.00	102.00	06/09/2026
7446	ELAN ONE CARD	05312026	AMAZON IT 7309	05/31/2026	78.99	78.99	06/09/2026
7446	ELAN ONE CARD	05312026	HILTON HOTELS START OPER 4059	05/31/2026	1,499.11	1,499.11	06/09/2026
7446	ELAN ONE CARD	05312026	HOLIDAY INN STREETS 4277	05/31/2026	124.30	124.30	06/09/2026
7446	ELAN ONE CARD	05312026	SHELL OIL VICTIM SERVICES 1944	05/31/2026	58.80	58.80	06/09/2026
7446	ELAN ONE CARD	05312026	TETON CONSERVATION ADMIN 3567	05/31/2026	143.75	143.75	06/09/2026
7446	ELAN ONE CARD	05312026	VISTAPRINT ANIMAL SHELTER 3324	05/31/2026	381.54	381.54	06/09/2026
7446	ELAN ONE CARD	05312026	RAMKOTA CHIEF 0494	05/31/2026	98.00	98.00	06/09/2026

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
7446	ELAN ONE CARD	05312026	LULULEMON PERSONNEL 7099	05/31/2026	75.00	75.00	06/09/2026
7446	ELAN ONE CARD	05312026	NEGOV PERSONNEL 7099	05/31/2026	199.00	199.00	06/09/2026
7446	ELAN ONE CARD	05312026	TETON MOUNTAINEERING PERSONN	05/31/2026	75.00	75.00	06/09/2026
7446	ELAN ONE CARD	05312026	ALBERTSONS PW ADMIN 4874	05/31/2026	24.05	24.05	06/09/2026
7446	ELAN ONE CARD	05312026	ALBERTSONS PW FLEET 0463	05/31/2026	17.99	17.99	06/09/2026
7446	ELAN ONE CARD	05312026	COSTCO START ADMIN 9251	05/31/2026	161.04	161.04	06/09/2026
7446	ELAN ONE CARD	05312026	MICROSOFT IT 7309	05/31/2026	180.00	180.00	06/09/2026
7446	ELAN ONE CARD	05312026	LABONTE HOTEL JPD SGT 2280	05/31/2026	554.40	554.40	06/09/2026
7446	ELAN ONE CARD	05312026	EXXON JPD TRAINING ONE 7130	05/31/2026	42.16	42.16	06/09/2026
7446	ELAN ONE CARD	05312026	JERS ELITE AUTO JPD TRAINING TW	05/31/2026	197.07	197.07	06/09/2026
7446	ELAN ONE CARD	05312026	B&H PHOTO LIEUTENANT 7867	05/31/2026	649.89	649.89	06/09/2026
7446	ELAN ONE CARD	05312026	HARBOR FREIGHT LIEUTENANT 7867	05/31/2026	103.11	103.11	06/09/2026
7446	ELAN ONE CARD	05312026	UPS DETECTIVE SGT 6677	05/31/2026	15.63	15.63	06/09/2026
7446	ELAN ONE CARD	05312026	HOME DEPOT FACILITIES PW 4135	05/31/2026	154.00	154.00	06/09/2026
7446	ELAN ONE CARD	05312026	HOME DEPOT FACILITIES PW 4135	05/31/2026	421.36	421.36	06/09/2026
7446	ELAN ONE CARD	05312026	TRAVELODGE FINANCE	05/31/2026	204.00	204.00	06/09/2026
7446	ELAN ONE CARD	05312026	KICKSTARTER CHIASSO IT 7309	05/31/2026	242.54	242.54	06/09/2026
7446	ELAN ONE CARD	05312026	ALBERTSONS IT 7309	05/31/2026	53.71	53.71	06/09/2026
7446	ELAN ONE CARD	05312026	BUILDING HOPE TODAY VICTIM SERV	05/31/2026	128.12	128.12	06/09/2026
7446	ELAN ONE CARD	05312026	CREEKSIDE MARKET WWTP 2901	05/31/2026	106.14	106.14	06/09/2026
7446	ELAN ONE CARD	05312026	COMMON CENTS ADMIN 3567	05/31/2026	38.60	38.60	06/09/2026
7446	ELAN ONE CARD	05312026	RAMKOTA CHIEF 0494	05/31/2026	196.00	196.00	06/09/2026
7446	ELAN ONE CARD	05312026	AUDIBLE CHIEF 0494	05/31/2026	16.00	16.00	06/09/2026
7446	ELAN ONE CARD	05312026	PEARL STREET COMM DEV 3840	05/31/2026	42.00	42.00	06/09/2026
7446	ELAN ONE CARD	05312026	MAVERIK PERSONNEL 7099	05/31/2026	50.00	50.00	06/09/2026
7446	ELAN ONE CARD	05312026	DOORDASH PERSONNEL 7099	05/31/2026	107.64	107.64	06/09/2026
7446	ELAN ONE CARD	05312026	MONARCH POWERSPORTS PW FLEE	05/31/2026	383.81	383.81	06/09/2026
7446	ELAN ONE CARD	05312026	LYFT START ADMIN 9251	05/31/2026	16.58	16.58	06/09/2026
7446	ELAN ONE CARD	05312026	QUALITY LOGO START OPER 4059	05/31/2026	279.20	279.20	06/09/2026
7446	ELAN ONE CARD	05312026	BURGER THEORY STREETS 4277	05/31/2026	24.19	24.19	06/09/2026
7446	ELAN ONE CARD	05312026	PERSEPHONE JPD SGT 2280	05/31/2026	42.20	42.20	06/09/2026
7446	ELAN ONE CARD	05312026	CHEVRON JPD TRAINING TWO 6481	05/31/2026	60.05	60.05	06/09/2026
7446	ELAN ONE CARD	05312026	SMITHS JPD TRAINING TWO 6481	05/31/2026	53.77	53.77	06/09/2026
7446	ELAN ONE CARD	05312026	OUTBACK LIEUTENANT 7867	05/31/2026	37.49	37.49	06/09/2026
7446	ELAN ONE CARD	05312026	CHECKR PERSONNEL 7099	05/31/2026	474.70	474.70	06/09/2026
7446	ELAN ONE CARD	05312026	ERENTER PERSONNEL 7099	05/31/2026	21.95	21.95	06/09/2026
7446	ELAN ONE CARD	05312026	HOME DEPOT FACILITIES PW 4135	05/31/2026	847.98	847.98	06/09/2026
7446	ELAN ONE CARD	05312026	TRAVELODGE FINANCE	05/31/2026	204.00	204.00	06/09/2026
7446	ELAN ONE CARD	05312026	GODADDY IT 7309	05/31/2026	432.96	432.96	06/09/2026
7446	ELAN ONE CARD	05312026	DELTA IT 7309	05/31/2026	718.41	718.41	06/09/2026
7446	ELAN ONE CARD	05312026	UPS IT 7309	05/31/2026	3.15	3.15	06/09/2026

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
7446	ELAN ONE CARD	05312026	RAMOS CAFE JPD SGT 2280	05/31/2026	29.89	29.89	06/09/2026
7446	ELAN ONE CARD	05312026	PSI EXAMS WWTP 2901	05/31/2026	108.00	108.00	06/09/2026
7446	ELAN ONE CARD	05312026	COURTYARD BY MARRIOTT ADMIN 35	05/31/2026	209.05	209.05	06/09/2026
7446	ELAN ONE CARD	05312026	CONOCO CHIEF 0494	05/31/2026	76.94	76.94	06/09/2026
7446	ELAN ONE CARD	05312026	CASPER STAR TRIBUNE COMM DEV 3	05/31/2026	36.99	36.99	06/09/2026
7446	ELAN ONE CARD	05312026	VICTORIAS SECRET DETECTIVE SGT	05/31/2026	58.75	58.75	06/09/2026
7446	ELAN ONE CARD	05312026	SAFEWAY FUEL DETECTIVE SGT 6677	05/31/2026	59.86	59.86	06/09/2026
7446	ELAN ONE CARD	05312026	HEALTHY BEING CAFE PERSONNEL 7	05/31/2026	90.80	90.80	06/09/2026
7446	ELAN ONE CARD	05312026	SMITHS PW ADMIN 4874	05/31/2026	81.95	81.95	06/09/2026
7446	ELAN ONE CARD	05312026	OTC BRANDS START ADMIN 9251	05/31/2026	54.98	54.98	06/09/2026
7446	ELAN ONE CARD	05312026	ETSY START ADMIN 9251	05/31/2026	108.09	108.09	06/09/2026
7446	ELAN ONE CARD	05312026	CHEVRON STREETS 4277	05/31/2026	19.38	19.38	06/09/2026
7446	ELAN ONE CARD	05312026	HOLIDAY INN STREETS 4277	05/31/2026	110.00	110.00	06/09/2026
7446	ELAN ONE CARD	05312026	SNAKE RIVER ROASTING JPD TRAINI	05/31/2026	85.00	85.00	06/09/2026
7446	ELAN ONE CARD	05312026	CHEVRON JPD TRAINING TWO 6481	05/31/2026	43.29	43.29	06/09/2026
Total 7446:					46,457.16	46,457.16	
502	ELECTRICAL WHSLE SUPPLY C	S6187970.002	SATCO LED	05/26/2026	50.67	.00	
502	ELECTRICAL WHSLE SUPPLY C	S6212782.001	PINS & RAB	06/12/2026	663.08	.00	
502	ELECTRICAL WHSLE SUPPLY C	S6212782.002	LAMPS	06/12/2026	55.88	.00	
Total 502:					769.63	.00	
7869	ENCORE HOLDINGS LLC	2628585	INTERCHANGEABLE LENS LASER PR	05/14/2026	10,930.97	.00	
Total 7869:					10,930.97	.00	
5223	ENERGY CONSERVATION WOR	TOJ 2025-2026	CONTRACT PAYMENTS	04/14/2026	8,750.00	.00	
Total 5223:					8,750.00	.00	
1134	ENERGY LABORATORIES INC.	786740	OIL & GREASE	05/27/2026	172.00	.00	
1134	ENERGY LABORATORIES INC.	789157	OIL & GREASE	06/10/2026	172.00	.00	
1134	ENERGY LABORATORIES INC.	789564	PHOSPHORUS	06/10/2026	183.00	.00	
1134	ENERGY LABORATORIES INC.	789769	LEAD COPPER	06/10/2026	1,079.00	.00	
1134	ENERGY LABORATORIES INC.	790516	OIL & GREASE	06/15/2026	172.00	.00	
Total 1134:					1,778.00	.00	
81	EVANS CONSTRUCTION INC	526011 APP N	26-13 2026 PATCHING & OVERLAY	05/27/2026	13,104.68	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
81	EVANS CONSTRUCTION INC	526011 APP N	26-13 2026 PATCHING & OVERLAY	05/27/2026	248,988.87	.00	
81	EVANS CONSTRUCTION INC	526011 APP N	26-13 2026 PATCHING & OVERLAY	05/27/2026	13,104.68-	.00	
Total 81:					248,988.87	.00	
3885	EVIDENT	257335B	MODIFIED HEROIN	05/28/2026	60.00	.00	
3885	EVIDENT	260352A	SECURITY TAPE, EVIDENCE BAGS, G	06/24/2026	1,205.70	.00	
Total 3885:					1,265.70	.00	
6802	FALL RIVER PROPANE	2766370	PROPANE	06/09/2026	1,387.38	.00	
6802	FALL RIVER PROPANE	2773499	PROPANE	06/09/2026	997.69	.00	
6802	FALL RIVER PROPANE	2773500	PROPANE	06/09/2026	760.38	.00	
Total 6802:					3,145.45	.00	
7124	FLAT CREEK APARTMENTS, LL	2026-01	SHARED EASEMENT - SNOW REMOV	05/08/2026	5,044.28	.00	
7124	FLAT CREEK APARTMENTS, LL	2026-01	SHARED EASEMENT - SNOW REMOV	05/08/2026	5,044.29	.00	
Total 7124:					10,088.57	.00	
7340	FLORES, JUANITA	06252026	INTERPRETING APR 22-JUNE 24	06/25/2026	520.00	.00	
Total 7340:					520.00	.00	
668	FREEDOM MAILING SERVICE I	53094	BILLS & FLYERS	06/04/2026	973.20	.00	
668	FREEDOM MAILING SERVICE I	53094	BILLS & FLYERS	06/04/2026	973.21	.00	
Total 668:					1,946.41	.00	
7624	GANNETT PEAK SURVEYING, L	1566	SURVERY BUS EASEMENT AT ST JOH	06/11/2026	600.00	.00	
Total 7624:					600.00	.00	
7746	GARCIA, DAVID	06122026	WAM	06/12/2026	124.00	.00	
Total 7746:					124.00	.00	
4212	GILLIG LLC	41450368	COOLANT SENSOR	06/12/2026	152.38	.00	
4212	GILLIG LLC	41450856	COOLANT PUMP	06/15/2026	704.65	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 4212:					857.03	.00	
4271	GRAND TARGHEE RESORT	06242026	FEBRUARY 2026	06/24/2026	35,513.00	.00	
4271	GRAND TARGHEE RESORT	06242026	JANUARY 2026	06/24/2026	38,685.00	.00	
4271	GRAND TARGHEE RESORT	06242026	APRIL 2026	06/24/2026	22,744.00	.00	
4271	GRAND TARGHEE RESORT	06242026	MARCH 2026	06/24/2026	37,503.00	.00	
Total 4271:					134,445.00	.00	
7181	HANSEN EARTH WORKS LLC	3859	BACKFILL RETAINING WALL & TAKE D	06/01/2026	2,846.68	.00	
Total 7181:					2,846.68	.00	
7583	HAYES, BRANDY	06152026	WY JOINT SYMPOSIUM ON CHILDREN	06/15/2026	238.00	.00	
Total 7583:					238.00	.00	
4988	HD FOWLER COMPANY	I7289653	COUPLING & PIPE	04/23/2026	174.52	.00	
4988	HD FOWLER COMPANY	I7307557	SEWER SADDLES	05/11/2026	1,439.22	.00	
Total 4988:					1,613.74	.00	
706	HD SUPPLY, INC.	INV01075550	BRASS HYDRANT ADAPTER	06/15/2026	116.20	.00	
Total 706:					116.20	.00	
7881	HERBERT, JOSHUA	062526	BAIL REFUND	06/25/2026	1,000.00	1,000.00	06/25/2026
Total 7881:					1,000.00	1,000.00	
7860	HERITAGE LANDSCAPE SUPPL	0027011060-00	THREAD SEALANT, BUSHINGS	05/18/2026	26.60	.00	
7860	HERITAGE LANDSCAPE SUPPL	0027011849-00	BUSHINGS, NIPPLES, BALL VALVES	05/18/2026	17.30	.00	
7860	HERITAGE LANDSCAPE SUPPL	0027212073-0	COUPLER, CLAMP TOOL, CLAMP	05/27/2026	25.88	.00	
7860	HERITAGE LANDSCAPE SUPPL	0027238332-0	CLAMPS, WRECH, ADAPTERS, INSERT	05/28/2026	130.55	.00	
7860	HERITAGE LANDSCAPE SUPPL	0027257302-0	POLY PIPE & ADAPTER	05/28/2026	66.81	.00	
7860	HERITAGE LANDSCAPE SUPPL	0027276613-0	POLY PIPE, GAS CYLINDER, INSERTS,	05/29/2026	406.06	.00	
7860	HERITAGE LANDSCAPE SUPPL	0027282340-0	ADAPTER	05/29/2026	4.40	.00	
7860	HERITAGE LANDSCAPE SUPPL	0027320049-0	HOSE CONNECTOR, BRASS FITTINGS	06/01/2026	81.44	.00	
7860	HERITAGE LANDSCAPE SUPPL	0027577961-0	COUPLING & CLAMPS	06/10/2026	8.84	.00	
7860	HERITAGE LANDSCAPE SUPPL	0027651767-0	TEE INSERTS, COUPLING, ELBOWS,	06/12/2026	1,881.74	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 7860:					2,649.62	.00	
96	HIGH COUNTRY LINEN	0567741	LAUNDRY	05/04/2026	88.41	.00	
96	HIGH COUNTRY LINEN	0572878	MATS	06/01/2026	11.90	.00	
96	HIGH COUNTRY LINEN	0573667	LAUNDRY	06/04/2026	6.65	.00	
96	HIGH COUNTRY LINEN	0573667	LAUNDRY	06/04/2026	9.16	.00	
96	HIGH COUNTRY LINEN	0573667	LAUNDRY	06/04/2026	74.62	.00	
96	HIGH COUNTRY LINEN	0573667	LAUNDRY	06/04/2026	17.80	.00	
96	HIGH COUNTRY LINEN	0573667	LAUNDRY	06/04/2026	13.30	.00	
96	HIGH COUNTRY LINEN	0573667	LAUNDRY	06/04/2026	22.43	.00	
96	HIGH COUNTRY LINEN	0573667	LAUNDRY	06/04/2026	6.65	.00	
96	HIGH COUNTRY LINEN	0573667	LAUNDRY	06/04/2026	14.68	.00	
96	HIGH COUNTRY LINEN	0573761	MATS	06/04/2026	329.13	.00	
96	HIGH COUNTRY LINEN	0574338	MATS	06/08/2026	25.00	.00	
96	HIGH COUNTRY LINEN	0574878	MATS	06/10/2026	73.44	.00	
96	HIGH COUNTRY LINEN	0575155	LAUNDRY	06/11/2025	6.65	.00	
96	HIGH COUNTRY LINEN	0575155	LAUNDRY	06/11/2025	14.68	.00	
96	HIGH COUNTRY LINEN	0575155	LAUNDRY	06/11/2025	9.16	.00	
96	HIGH COUNTRY LINEN	0575155	LAUNDRY	06/11/2025	36.84	.00	
96	HIGH COUNTRY LINEN	0575155	LAUNDRY	06/11/2025	17.80	.00	
96	HIGH COUNTRY LINEN	0575155	LAUNDRY	06/11/2025	13.30	.00	
96	HIGH COUNTRY LINEN	0575155	LAUNDRY	06/11/2025	22.43	.00	
96	HIGH COUNTRY LINEN	0575155	LAUNDRY	06/11/2025	6.65	.00	
96	HIGH COUNTRY LINEN	0575698	MATS	06/15/2026	202.75	.00	
96	HIGH COUNTRY LINEN	0575699	LAUNDRY	06/15/2026	10.11	.00	
96	HIGH COUNTRY LINEN	0575699	LAUNDRY	06/15/2026	42.01	.00	
96	HIGH COUNTRY LINEN	0575699	LAUNDRY	06/15/2026	82.10	.00	
96	HIGH COUNTRY LINEN	0576293	MATS	06/17/2026	77.75	.00	
96	HIGH COUNTRY LINEN	0577188	LAUNDRY	06/22/2026	15.48	.00	
96	HIGH COUNTRY LINEN	0577188	LAUNDRY	06/22/2026	48.30	.00	
96	HIGH COUNTRY LINEN	0577188	LAUNDRY	06/22/2026	.42	.00	
96	HIGH COUNTRY LINEN	C0569117	SUPPLIES	05/11/2026	95.80-	.00	
96	HIGH COUNTRY LINEN	S0569116	SUPPLIES	05/11/2026	95.80	.00	
96	HIGH COUNTRY LINEN	S0575051	SUPPLIES	06/10/2026	222.71	.00	
96	HIGH COUNTRY LINEN	S0575341	SUPPLIES	06/11/2026	174.83	.00	
96	HIGH COUNTRY LINEN	S0575865	AEROSOL	06/15/2026	18.35	.00	
96	HIGH COUNTRY LINEN	S0576166	AEROSOL	06/16/2026	18.35	.00	
Total 96:					1,733.84	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
7871	HITCHNER, JACOB	06052026	BOOTS	06/05/2026	150.00	.00	
Total 7871:					150.00	.00	
503	HUNT CONSTRUCTION INC	23168	ASPHALT SEAL	06/19/2026	25,000.00	.00	
503	HUNT CONSTRUCTION INC	23168	ASPHALT SEAL	06/19/2026	6,740.00	.00	
Total 503:					31,740.00	.00	
3323	IDAHO TRAFFIC SAFETY, INC.	198046	ROAD STRIPING	05/20/2026	26,912.80	.00	
3323	IDAHO TRAFFIC SAFETY, INC.	198092	HAND STRIPING & CROSSWALKS	06/01/2026	65,221.00	.00	
Total 3323:					92,133.80	.00	
3407	INTERMOUNTAIN SWEEPER C	127482	SOAP	06/11/2026	435.00	.00	
Total 3407:					435.00	.00	
106	INTERSTATE BATTERY	950009602	batteries	06/10/2026	519.85	.00	
106	INTERSTATE BATTERY	950009644	batteries	06/17/2026	121.95	.00	
Total 106:					641.80	.00	
6931	JACKSON DOWNTOWNER, LLC	INV059-006	MAY VEHICLE HOURS & FUEL COST	06/08/2026	64,323.96	.00	
6931	JACKSON DOWNTOWNER, LLC	INV059-006	JULY FIXED COSTS	06/08/2026	48,766.00	.00	
Total 6931:					113,089.96	.00	
7163	JACKSON GROUP LOCKBOX	7238013I	AIR FILTERS	06/09/2026	466.36	.00	
7163	JACKSON GROUP LOCKBOX	723846IF	AIR DISC ROTORS	06/04/2026	1,545.96	.00	
7163	JACKSON GROUP LOCKBOX	724297IF	INLET CHECK VALVE, AIR DRYER VAL	06/04/2026	442.49	.00	
7163	JACKSON GROUP LOCKBOX	724297IFX1	AIR DRYER VALVE	06/08/2026	51.91	.00	
7163	JACKSON GROUP LOCKBOX	725274IF	OIL SEAL	06/15/2026	129.92	.00	
7163	JACKSON GROUP LOCKBOX	725587IF	FILTERS	06/18/2026	938.34	.00	
7163	JACKSON GROUP LOCKBOX	CM723269IFX	BRAKE PAD KIT	06/03/2026	2,334.36-	.00	
Total 7163:					1,240.62	.00	
6477	Jackson Hole Childrens Museum	319	CONTRACT	06/08/2026	12,500.00	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 6477:					12,500.00	.00	
5605	JACKSON HOLE COMMUNITY R	05282026	COMMUTER BUSES	05/28/2026	450.00	.00	
Total 5605:					450.00	.00	
67	JACKSON HOLE HISTORICAL S	061226	CONTRACT	06/12/2026	10,000.00	.00	
Total 67:					10,000.00	.00	
131	JACKSON HOLE NEWS & GUID	388925	ANIMAL SHELTER & TBD	05/31/2026	829.89	.00	
131	JACKSON HOLE NEWS & GUID	388925	ANIMAL SHELTER & TBD	05/31/2026	2,790.19	.00	
131	JACKSON HOLE NEWS & GUID	389185	REGULAR MTG	06/10/2026	570.00	.00	
131	JACKSON HOLE NEWS & GUID	389186	JM MTG	06/10/2002	150.00	.00	
131	JACKSON HOLE NEWS & GUID	389187	ORDINANCE 1461	06/10/2026	745.00	.00	
131	JACKSON HOLE NEWS & GUID	389188	KHN FOODS	06/10/2026	100.00	.00	
131	JACKSON HOLE NEWS & GUID	389295	AD 447853	06/10/2026	779.00	.00	
131	JACKSON HOLE NEWS & GUID	389296	AD 447859	06/10/2026	779.00	.00	
131	JACKSON HOLE NEWS & GUID	389297	AD 447735	06/10/2026	623.20	.00	
131	JACKSON HOLE NEWS & GUID	389375	P25-139	06/17/2026	35.00	.00	
131	JACKSON HOLE NEWS & GUID	389376	2026-BOA-01	06/17/2026	25.00	.00	
131	JACKSON HOLE NEWS & GUID	389477	WASTEWATER TREATMENT PLANT	06/17/2026	1,377.60	.00	
131	JACKSON HOLE NEWS & GUID	389542	AD 448452	06/24/2026	1,148.00	.00	
131	JACKSON HOLE NEWS & GUID	389543	AD 448395	06/24/2026	918.40	.00	
Total 131:					10,870.28	.00	
4821	JACKSON HOLE ROASTERS	2810	COFFEE	06/02/2026	180.00	.00	
4821	JACKSON HOLE ROASTERS	2838	COFFEE	06/08/2026	24.00	.00	
Total 4821:					204.00	.00	
114	JACKSON LUMBER INC	0001195324-00	WOOD	05/26/2026	150.98	.00	
114	JACKSON LUMBER INC	0001195656-00	BOLTS, WASHERS, ANCHOR, CHISEL	05/27/2026	71.64	.00	
114	JACKSON LUMBER INC	0001196023-00	CUTTING WHEEL DRILL BIT & ANCHO	05/28/2026	23.95	.00	
114	JACKSON LUMBER INC	0001197141-00	ANCHOR BOLTS, WASHERS, BIT & W	06/01/2026	48.12	.00	
114	JACKSON LUMBER INC	0001199267-00	ANCHOR	06/08/2026	26.60	.00	
Total 114:					321.29	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
6252	JAMAR TECHNOLOGIES, INC	0070137	BLACK CAT RADAR KIT	06/15/2026	4,989.60	.00	
Total 6252:					4,989.60	.00	
5046	JANAK, ADAM	061626	return bond 504 cache creek b25-0181	06/16/2026	5,000.00	.00	
Total 5046:					5,000.00	.00	
283	JEWISON, SAMUEL LEE	061126	SAFETY GLASSES	06/15/2026	242.00	.00	
Total 283:					242.00	.00	
2647	JHAM, INC.	TCSO 022326	Safariland HARDWIRE 68 IIIA PANEL S	06/03/2026	2,777.57	.00	
Total 2647:					2,777.57	.00	
7442	JOE JOHNSON EQUIPMENT	P04096	ROCKER SWITCH	06/16/2026	55.87	.00	
Total 7442:					55.87	.00	
139	JORGENSEN ASSOCIATES, PC	58733	GREGORY LANE	06/24/2026	32,589.52	.00	
Total 139:					32,589.52	.00	
4258	MD NURSERY & LANDSCAPING	06222026	E-BIKE SAFETY IMPROVEMENTS GAR	06/22/2026	600.00	.00	
Total 4258:					600.00	.00	
258	MENTAL HEALTH & RECOVERY	11129833	CONTRACT	06/11/2026	4,000.00	.00	
Total 258:					4,000.00	.00	
3187	MERIDIAN ENGINEERING P.C.	ME-2048	3D MODEL & ROADWAY DESIGNS	06/10/2026	2,350.00	.00	
Total 3187:					2,350.00	.00	
7325	MICROSOFT	E0400Z9SPZ	ONLINE SERVICES	05/19/2026	180.00	.00	
Total 7325:					180.00	.00	
7529	MOGUL HOSPITALITY PARTNE	061726	release bond b22-0846 1080 south park I	06/17/2026	3,000.00	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
7529	MOGUL HOSPITALITY PARTNE	061726	release bond b22-0975 1060 south park l	06/17/2026	7,000.00	.00	
7529	MOGUL HOSPITALITY PARTNE	061726	release bond b22-0851 1050 south park	06/17/2026	4,000.00	.00	
7529	MOGUL HOSPITALITY PARTNE	061823	release bond 1080 south park loop b22-0	06/18/2023	1,000.00	.00	
7529	MOGUL HOSPITALITY PARTNE	061823	release bond 1080 south park loops b22-	06/18/2023	96,437.50	.00	
Total 7529:					111,437.50	.00	
4623	MSC INDUSTRIAL SUPPLY CO	8406389002	COUPLING	06/02/2026	44.73	.00	
Total 4623:					44.73	.00	
4623	MSC INDUSTRIAL SUPPLY CO	8370380002	FUSE CASE	06/05/2026	14.23	.00	
4623	MSC INDUSTRIAL SUPPLY CO	8406389002	WHEEL WEIGHT	06/02/2026	38.02	.00	
4623	MSC INDUSTRIAL SUPPLY CO	8424921001	DISCS, PADS, CABLE TIES, SEAL, TUB	05/21/2026	468.67	.00	
4623	MSC INDUSTRIAL SUPPLY CO	8449294001	LOCK NUT, FLAP DISC, CABLE TIES, C	06/04/2026	351.48	.00	
Total 4623:					872.40	.00	
257	NAPA AUTO PARTS INC.	390177	CORE DEPOSIT	05/15/2026	71.00-	.00	
257	NAPA AUTO PARTS INC.	391941	TIRE REPAIR	05/26/2026	5.80	.00	
257	NAPA AUTO PARTS INC.	394281	AIR FILTERS	06/04/2026	15.90	.00	
257	NAPA AUTO PARTS INC.	395150	OIL & AIR FILTER	06/08/2026	69.95	.00	
257	NAPA AUTO PARTS INC.	395251	COOLANT	06/08/2026	24.99	.00	
257	NAPA AUTO PARTS INC.	395605	TIRE CARRIER	06/09/2026	64.57	.00	
257	NAPA AUTO PARTS INC.	395833	EXHAUST HANGER & BOLT	06/10/2026	21.23	.00	
257	NAPA AUTO PARTS INC.	396920	EXHAUST HANGER	06/15/2026	11.79	.00	
257	NAPA AUTO PARTS INC.	396988	AIR FILTERS	06/15/2026	30.51	.00	
257	NAPA AUTO PARTS INC.	397083	TIRE CRAYON	06/15/2026	2.22	.00	
257	NAPA AUTO PARTS INC.	397255	AIR & OIL FILTER & WIPER BLADES	06/16/2026	56.36	.00	
257	NAPA AUTO PARTS INC.	397655	AUTO CLEANSER	06/17/2026	37.99	.00	
257	NAPA AUTO PARTS INC.	397748	OIL FILTER	06/17/2026	15.71	.00	
257	NAPA AUTO PARTS INC.	398006	REEL, HOSE, 12G	06/18/2026	113.31	.00	
257	NAPA AUTO PARTS INC.	398253	POWER STEERING FLUID	06/19/2026	34.95	.00	
257	NAPA AUTO PARTS INC.	398731	OIL FILTERS	06/22/2026	40.95	.00	
257	NAPA AUTO PARTS INC.	398753	WIPER BLADES	06/22/2002	196.78	.00	
257	NAPA AUTO PARTS INC.	399013	STEMCO	06/23/2026	18.76	.00	
Total 257:					690.77	.00	
6213	New West Building Company Inc.	062226	RELEASE BOND E26-0075 410 S CAC	06/22/2026	10,000.00	.00	
6213	New West Building Company Inc.	062326	release bond 555 scott lane	06/23/2026	18,675.00	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 6213:					28,675.00	.00	
1504	ONE CALL OF WYOMING	79890	MAY TICKETS	06/12/2026	277.20	.00	
Total 1504:					277.20	.00	
7875	OTT, NATHANIEL	06172026	RELEASE BOND E26-0098 1030 BUDG	06/17/2026	12,000.00	.00	
Total 7875:					12,000.00	.00	
7876	PAGE, KATELYN	06162026	WYOPASS SPRING CONFERENCE	06/16/2026	95.24	.00	
Total 7876:					95.24	.00	
4801	PHILLIPS, JAMES	05182026	ISC CONFERENCE	05/18/2026	1,309.00	.00	
4801	PHILLIPS, JAMES	06162026	WINDOWS FOR TRANSPORT TRAILER	06/16/2026	190.78	.00	
Total 4801:					1,499.78	.00	
7242	PITTS, SAMANTHA	06262026	MONTHLY IT HARDWARE PMT	06/26/2026	77.83	.00	
Total 7242:					77.83	.00	
4894	PLATT	7162761	GRE FTXSS	05/29/2026	134.82	.00	
4894	PLATT	7K38606	IVY BASE & ELBOWS	06/11/2026	30.14	.00	
4894	PLATT	7K48560	CABLE & DECRA DEV MNT	06/12/2026	9.25	.00	
Total 4894:					174.21	.00	
7872	PLUNKETT, EMMA	061126	BAIL REFUND	06/11/2026	1,500.00	1,500.00	06/11/2026
Total 7872:					1,500.00	1,500.00	
7591	POINT S REXBURG	92--0679	TIRES	06/19/2026	660.00	.00	
7591	POINT S REXBURG	92--0715	TIRES	06/19/2026	180.00	.00	
Total 7591:					840.00	.00	
7723	PREMIER CLEANING SERVICES	26410	BUNK HOUSE CLEANING	06/15/2026	266.00	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 7723:					266.00	.00	
6483	PREMIER TRUCK- SALT LAKE C	775840829	EXHAUST KIT	06/11/2026	1,098.39	.00	
6483	PREMIER TRUCK- SALT LAKE C	CM775836604	CORE RETURN	06/15/2026	166.25-	.00	
Total 6483:					932.14	.00	
7873	PROTECH PROTECTION SYST	17390	THROW LENS FOR EPSON PROJECT	06/02/2026	12,210.02	.00	
Total 7873:					12,210.02	.00	
6837	PRO-WEST & ASSOC., INC	INV-000000360	40 HOUR BLOCK SUPPORT PACKAGE	06/11/2026	6,600.00	.00	
Total 6837:					6,600.00	.00	
7341	RICH, SAMUEL	06162614760	WORKLIGHT & SCREWDRIVERS	06/16/2026	250.00	.00	
Total 7341:					250.00	.00	
7880	ROCK, LAUREL ANN	062526	BAIL REFUND	06/25/2026	150.00	150.00	06/25/2026
Total 7880:					150.00	150.00	
142	ROSSITER ELECTRIC MOTOR	220226	TEAR DOWN & REPLACED REWIND S	04/16/2026	2,788.02	.00	
Total 142:					2,788.02	.00	
13	SAFETY SUPPLY & SIGN CO., I	198049	FLAGS	05/14/2026	2,603.72	.00	
13	SAFETY SUPPLY & SIGN CO., I	198137	WALL ANCHOR	05/26/2026	134.88	.00	
Total 13:					2,738.60	.00	
7499	SAGE TRUCK DRIVING SCHOO	734036-A	SHAWN TAGGART CDL	05/19/2026	2,100.00	.00	
Total 7499:					2,100.00	.00	
7797	SARAZEN, ALEXANDRA	#01	COMMUNICATIONS & CAMPAIGN APR	06/08/2026	9,054.15	.00	
Total 7797:					9,054.15	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
201	SENIOR CENTER OF JACKSON	19695	CONTRACT	06/09/2026	35,505.00	.00	
Total 201:					35,505.00	.00	
5216	Shaw Construction of Wyoming, L	12949	SNOW KING EVENT CENTER	04/23/2026	94,196.87	.00	
Total 5216:					94,196.87	.00	
4359	SHERWIN-WILLIAMS CO.	129031611106	PAINT	06/04/2026	76.45	.00	
4359	SHERWIN-WILLIAMS CO.	1291116111062	XYLENE	06/04/2026	78.70	.00	
4359	SHERWIN-WILLIAMS CO.	150701611106	PAINT	06/11/2026	1,099.20	.00	
4359	SHERWIN-WILLIAMS CO.	684921605905	PAINT	05/07/2026	810.90	.00	
4359	SHERWIN-WILLIAMS CO.	772791605905	PAINT	05/26/2026	2,198.40	.00	
Total 4359:					4,263.65	.00	
7435	SHORELINE CONSULTING	321	CONSULTING SERVICES	06/08/2026	17,800.00	.00	
Total 7435:					17,800.00	.00	
7106	SMITH PSYCHOLOGICAL SERVI	17357	EVALUATION AVERY	06/16/2026	400.00	.00	
Total 7106:					400.00	.00	
7110	SNAKE RIVER TREE & SHRUB	15430	SPRUCE APPLICATION #1	05/15/2026	1,197.20	.00	
Total 7110:					1,197.20	.00	
6776	SNOW KING HOA	061626	RETURN BOND 60 ASPEN DRIVE E26-	06/16/2026	1,000.00	.00	
Total 6776:					1,000.00	.00	
3961	SPECTRUM	173067801060	INTERNET	06/07/2026	100.00	.00	
Total 3961:					100.00	.00	
6524	SPEEDY CPS, LLC	IX-554886	VINYL RECTANGLES	05/26/2026	281.06	.00	
Total 6524:					281.06	.00	
1505	SPRING CREEK ANIMAL HOSPI	5334665769	VACCINE	05/08/2026	36.85	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
1505	SPRING CREEK ANIMAL HOSPI	5334666979	EXAM	05/29/2026	85.37	.00	
1505	SPRING CREEK ANIMAL HOSPI	5334667977	VACCINE	06/15/2026	78.99	.00	
1505	SPRING CREEK ANIMAL HOSPI	5334667978	EXAM	06/15/2026	279.55	.00	
1505	SPRING CREEK ANIMAL HOSPI	5334667979	MEDICINE	06/15/2026	56.24	.00	
Total 1505:					537.00	.00	
251	STANDARD PLUMBING SUPPLY	APNM84	GAV COUP DOM	06/03/2026	18.02	.00	
251	STANDARD PLUMBING SUPPLY	AQY101	ADAPTERS, TAPE & BLUE MONSTER	06/15/2026	56.70	.00	
Total 251:					74.72	.00	
7553	STAR VALLEY DISPOSAL	061526	RELEASE PERFORMANCE BOND	06/15/2026	1,000.00	.00	
Total 7553:					1,000.00	.00	
5260	STEPHENS, SHAWN	06182026	ISC CONFERENCE	06/18/2026	796.80	.00	
Total 5260:					796.80	.00	
7227	STEPHENS, TALON	05302026	CISCO LIVE	05/30/2026	94.91	.00	
7227	STEPHENS, TALON	06092026	CISCO LIVE	06/09/2026	385.45	.00	
7227	STEPHENS, TALON	06252026	MONTHLY IT HARDWARE PMT	06/25/2026	77.83	.00	
Total 7227:					558.19	.00	
7843	STONE'S TOWN AND COUNTRY	51000565 1	FILTERS, SEAL & PIPE	06/04/2026	3,331.28	.00	
7843	STONE'S TOWN AND COUNTRY	51000580 1	SENSOR	06/08/2026	125.16	.00	
7843	STONE'S TOWN AND COUNTRY	51000583 1	PAD KIT	06/09/2026	321.53-	.00	
7843	STONE'S TOWN AND COUNTRY	51000588 1	SENSORS	06/09/2026	391.29	.00	
7843	STONE'S TOWN AND COUNTRY	51000629 1	FILTER	06/12/2026	400.00-	.00	
7843	STONE'S TOWN AND COUNTRY	51000668 1	PUMP & CORE CHARGE	06/18/2026	847.33	.00	
7843	STONE'S TOWN AND COUNTRY	52000455 1	LUG NUT	06/09/2026	6.95	.00	
Total 7843:					3,980.48	.00	
1054	SUNRISE ENVIRONMENTAL	160974	ASSAULT, STAY SLICK, CLEAR TAC, H	05/27/2026	501.29	.00	
1054	SUNRISE ENVIRONMENTAL	161075	RAG TIME	06/01/2026	137.25	.00	
Total 1054:					638.54	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
7832	SURE GREEN LAWN AND TREE	202507080603	BRUSH CONTROL	06/12/2026	1,000.00	.00	
Total 7832:					1,000.00	.00	
7076	SUSTAINABLE STRATEGIES DC	5020	GRANT SERVICES JUNE 2026	06/01/2026	7,500.00	.00	
Total 7076:					7,500.00	.00	
7868	TAGGART, SHAWN	061026	DOT PHYSICAL REIMB	06/10/2026	155.00	.00	
7868	TAGGART, SHAWN	061126	REIMBURSE CDL	06/15/2026	46.08	.00	
7868	TAGGART, SHAWN	06162026	CLASS B CDL	06/16/2026	46.08	.00	
Total 7868:					247.16	.00	
7882	TALBOT, CONSTANCE	06292026	8 LOTS ASPEN HILL CEMETERY	06/29/2026	3,576.00	.00	
Total 7882:					3,576.00	.00	
6678	TETON COUNTY FAIR	001032	RODEO GROUNDS MGT AGREEMENT	06/11/2026	80,000.00	.00	
Total 6678:					80,000.00	.00	
6554	TETON COUNTY HISTORIC	TCHPB_Q4202	APRIL-JUNE 2026	06/17/2026	13,425.00	.00	
Total 6554:					13,425.00	.00	
2362	TETON COUNTY PUBLIC HEALT	26-1605	water test	06/15/2026	520.00	.00	
Total 2362:					520.00	.00	
6902	TETON COUNTY PUBLIC WORK	REIMB 15	DOUBLE PMT FOR REIMBURSEMENT	06/16/2026	2,757.00	.00	
Total 6902:					2,757.00	.00	
1227	TETON COUNTY SCHOOL DIST	063026	SCHOOL EXACATIONS 2025-2026	06/30/2026	6,000.00	.00	
Total 1227:					6,000.00	.00	
55	TETON COUNTY SHERIFF'S-JAI	721	APRIL 2026	05/07/2026	1,400.00	.00	
55	TETON COUNTY SHERIFF'S-JAI	723	MAY 2026	06/11/2026	3,850.00	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 55:					5,250.00	.00	
392	TETON LITERACY CENTER	061126	CONTRACT	06/11/2026	11,786.25	.00	
Total 392:					11,786.25	.00	
270	TETON RENTAL CENTER	1-504656	GARDEN HOSE NOZZLE, GARDEN HO	06/17/2026	196.60	.00	
270	TETON RENTAL CENTER	1-504665	BAGS	06/17/2026	78.78	.00	
Total 270:					275.38	.00	
3162	TETON TRASH REMOVAL, INC.	26 JUN 441	145 HANSEN TRASH	06/01/2026	120.00	.00	
Total 3162:					120.00	.00	
7151	TETON TRUST FOR HISTORIC	TRUSTQ42026	APRIL-JUNE 2026	04/01/2026	7,500.00	.00	
Total 7151:					7,500.00	.00	
3237	THE AFTERMARKET PARTS CO	84308662	THROTTLE SENSOR & TREADLE ACC	06/08/2026	448.12	.00	
3237	THE AFTERMARKET PARTS CO	84310211	SWIVEL UNITS	06/10/2026	3,484.72	.00	
Total 3237:					3,932.84	.00	
6810	THE TIRE RACK, INC.	UZ56048	TIRES	06/08/2026	306.92	.00	
6810	THE TIRE RACK, INC.	UZ65262	TIRES	06/09/2026	733.80	.00	
6810	THE TIRE RACK, INC.	UZ96086	TIRES	06/12/2026	816.60	.00	
Total 6810:					1,857.32	.00	
70	TK ELEVATOR CORP.	3009573836	MONITORING	06/05/2026	485.83	.00	
70	TK ELEVATOR CORP.	4800026981	FUEL SUPPLEMENT	06/03/2026	100.00	.00	
Total 70:					585.83	.00	
6363	TMSC LLC	2021-006-4 06	REPLACE SWITCH IN BATHROOM AT	06/21/2026	375.00	.00	
6363	TMSC LLC	2026-005-01 0	INSTALL LAMPS PARKING GARAGE	06/21/2026	995.38	.00	
6363	TMSC LLC	2026-005-010	ADD CIRCUIT FOR ACCESS, HANDRAI	06/21/2026	12,469.51	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 6363:					13,839.89	.00	
4503	TRAPHAGEN, JEROMIE	06032026	SFST REFRESHER	06/03/2026	216.92	.00	
Total 4503:					216.92	.00	
4649	ULINE	209424883	HALF ROUND RECEPTACLE	06/16/2026	1,361.86	.00	
Total 4649:					1,361.86	.00	
7563	UTILIS, INC.	501093	YEAR 2 PREVENT PACKAGE	05/27/2026	34,600.00	.00	
Total 7563:					34,600.00	.00	
1949	VERIZON WIRELESS	6145057097	PHONES	06/01/2026	7,208.50	.00	
Total 1949:					7,208.50	.00	
6226	WEST COAST CODE CONSULT	UT26-579B-00	PLAN REVIEW SERVICES	06/04/2026	3,475.00	.00	
Total 6226:					3,475.00	.00	
4436	WESTY'S LLC	061626	RETURN BOND 60 ASPEN DRIVE E26-	06/16/2026	12,000.00	12,000.00	06/24/2026
Total 4436:					12,000.00	12,000.00	
7696	WINDCAVE INC	3220956	SAP FEES	05/31/2026	29.32	.00	
Total 7696:					29.32	.00	
7789	WINN-MARION BARBER, LLC	TJ-EV-002	50% - ENGINEERING & DESIGN FOR 2	06/24/2026	33,500.00	.00	
Total 7789:					33,500.00	.00	
3619	WY CHILD SUPPORT ENFORCE	06122026	266445	06/12/2026	452.30	452.30	06/12/2026
3619	WY CHILD SUPPORT ENFORCE	06262026	266445	06/26/2026	452.30	452.30	06/26/2026
Total 3619:					904.60	904.60	
4139	WY WORKERS' SAFETY & COM	M05/2026	MAY 2026	05/31/2026	17,439.10	17,439.10	06/11/2026

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 4139:					17,439.10	17,439.10	
4198	WYOMING FIRST AID & SAFETY	90003200	first aid kit resupply	04/28/2026	172.27	.00	
Total 4198:					172.27	.00	
7566	WYOMING STARGAZING	TOJ Q1 & Q2	CONTRACT PAYMENTS	06/12/2026	1,500.00	.00	
Total 7566:					1,500.00	.00	
1764	WYOMING.COM INC	2339018	DOMAIN HOSTING	06/05/2026	5.00	.00	
Total 1764:					5.00	.00	
2842	YELLOW IRON WASTE, LLC	260601151121	TRASH TREATMENT PLANT	05/31/2026	378.00	.00	
Total 2842:					378.00	.00	
3077	YSI INCORPORATED	1209194	NITRATE SENSOR MODULE KIT	06/03/2026	411.77	.00	
Total 3077:					411.77	.00	
Grand Totals:					1,886,952.98	149,983.32	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
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Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

City Treasurer: _____

Report Criteria:
Detail report.
Invoices with totals above \$0 included.
Paid and unpaid invoices included.

STAFF REPORT



Meeting Date:	July 6, 2026	Meeting Title:	Regular
Submitting Department:	Legal	Presenter:	Lea Colasuonno
Agenda Item:	Standard Contract Consideration for Approval	Public Comment:	Yes

Purpose or 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.

Recommendations.

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

Background, Analysis, and Key Policy Questions.

1. Contract with Wyoming Department of Health, Public Health Division

- *Purpose:* The purpose of this Contract is to set forth the terms and conditions by which the Wyoming Department of Health, Public Health Division shall allow the Town of Jackson to obtain routine samples of well-mixed untreated wastewater from the Town's Wastewater Treatment Plant to facilitate wide-scale epidemiological surveillance of bacteria or viruses of concern.
- *Term:* The term is from the effective date through July 31, 2029.
- *Cost and Payment Terms:* The Wyoming Department of Health will pay the Town of Jackson a lump sum amount of \$93,600 for the surveillance testing. The Town will submit an invoice for payment after the contract is executed.
- *Department & Budget Detail:* This item is for the Public Works Department, Wastewater Division, and is included in the Departmental budget for the wastewater testing.
- *Notable Condition:* All results from the Town Wastewater Treatment Plant will be publicly available once laboratory testing and statistical interpretation procedures are validated.

2. Thompson Reuters Contract

- *Purpose:* The Town Legal Department and Municipal Judge use a database for legal research. The company that provides the service is Thompson Reuters (DBA Westlaw). The current contract in place with Thomson Reuters has run its course and a new one is required for this important service.
- *Term:* 5 years.
- *Cost and Payment Terms:* \$1,739.00 per month.
- *Department & Budget Detail:* This item is for the Legal Department and Municipal Court and is included in the respective Departmental budgets; the cost is split 50%/50%.

3. Independent Contractor Agreement for Services (Public Defender)

- *Purpose:* The purpose of this Agreement is to secure public defender services, a necessary service to operate the Municipal Court system. All courts must have a public defender available to protect defendants' constitutional right to legal counsel, ensuring that court cases are based on the merits of the case rather than the ability of a defendant to pay for an attorney.
- *Term:* 2 years (option to terminate early or extend included).
- *Cost and Payment Terms:* \$150.00 per hour.
- *Department & Budget Detail:* This item is for the Municipal Court Department and is included in the Departmental budget for the public defender line item.

4. Letter of Consent with CommNet Cellular d/b/a Verizon Wireless

- *Purpose:* The purpose of this Letter of Consent is to authorize Verizon Wireless's subtenant, New Cingular Wireless PCS d/b/a AT&T, to make equipment modifications at Verizon's leased site on the rooftop of Town's property located at 160 South Milward Street in accordance with the Town's existing Lease Agreement with Verizon Wireless and AT&T's Basic Use Permit approved on May 27, 2026 by the Planning Department.
- *Term:* Permanent.
- *Cost and Payment Terms:* There is no cost.
- *Department & Budget Detail:* There is no cost associated with this item and thus no departmental budget is impacted.

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. Contract with Wyoming Department of Health, Public Health Division
- 2. Thomson Reuters Contract
- 3. Independent Contractor Agreement for Services
- 4. Letter of Consent with CommNet Cellular d/b/a Verizon Wireless

Suggested Motion.

- 1. I move to approve the Contract with Wyoming Department of Health, Public Health Division, subject to minor changes by staff.
- 2. I move to approve the Thomson Reuters Contract, subject to minor changes by staff.
- 3. I move to approve the Independent Contractor Agreement for Services, subject to minor changes by staff.
- 4. I move to approve the Letter of Consent with CommNet Cellular d/b/a Verizon Wireless , subject to minor changes by staff.

Contract #: 255249

Entry Date:4/6/2026 6:21:09 PM

Department: Wyoming Department of Health, Public Health
Division

Agency Contact: Wilson, Melanie

Phone: 777-7172

Other Agency Contact: Rob Christensen
777-7425

WYOMING ATTORNEY
GENERAL'S OFFICE

MAY 01 2026

Jodi A. Darrough
APPROVED AS TO FORM

Client Comments:

Contractor/Vendor Name: Town of Jackson

Contract Title: WW Town of Jackson

Contract Type: General Services -
Federal Funds

Contract Amount: 93600.0000

Contract Effective Date:

Contract Expiration Date: 7/31/2029 12:00:00 AM

Status: Attorney Review Complete

RETURN VIA: Download Only (Hard Copy Will Not be
Returned to Agency)

Assigned Attorney: Chandler Pauling

**CONTRACT BETWEEN
WYOMING DEPARTMENT OF HEALTH, PUBLIC HEALTH DIVISION
AND
THE TOWN OF JACKSON**

1. **Parties.** The parties to this Contract are Wyoming Department of Health, Public Health Division (Agency), whose address is: 122 West 25th Street, 3rd Floor West, Cheyenne, Wyoming 82002, and The Town of Jackson (Contractor), whose address is: PO Box 1687, Jackson, Wyoming 83001. This Contract pertains to the Public Health Laboratory.
2. **Purpose of Contract.** The purpose of this Contract is to set forth the terms and conditions by which the Contractor shall allow Agency to obtain routine samples of well-mixed untreated wastewater for the Agency's testing contractor, in order to facilitate wide-scale epidemiological surveillance of bacteria or viruses of concern.
3. **Term of Contract.** This Contract is effective when all parties have executed it (Effective Date). The term of the Contract is from Effective Date through July 31, 2029. All services shall be completed during this term.
4. **Payment.**
 - A. The Agency agrees to pay the Contractor for the services described in Section 5 below. The Wyoming Department of Health, Public Health Division, agrees to pay the Town of Jackson a lump sum of ninety-three thousand, six hundred dollars (\$93,600.00). Contractor shall submit an invoice for this lump sum subsequent to the Effective Date, and payment will be made within forty-five (45) days of submission of the invoice pursuant to Wyo. Stat. § 16-6-602.

The maximum amount of federal funds provided under ALN# 93.323 shall not exceed ninety-three thousand, six hundred dollars (\$93,600.00).
 - B. No payment shall be made for work performed before the Effective Date of this Contract. Should the Contractor fail to perform in a manner consistent with the terms and conditions set forth in this Contract, the Contractor will repay the Agency for services not rendered at a pro-rated rate based on the date on which services ceased to be performed. In no event shall the total amount paid to the Town of Jackson by the Wyoming Department of Health, Public Health Division under this Agreement exceed ninety-three thousand, six hundred dollars (\$93,600.00).
5. **Responsibilities of Contractor.** The Contractor agrees to:
 - A. Provide the Agency basic information about the Contractor's sewer system upon execution of this Contract, to include:
 - (i) Location, in latitude and longitude, of the sampling site(s);

- (ii) Approximate size of the sewer system(s) feeding into the sampling site(s), in terms of population served and square miles covered;
 - (iii) Historic monthly average, minimum, and maximum flow rates for each sewer system(s); and
 - (iv) The average time differential between peak demand (e.g. 6-8 am) and peak diurnal flow at the sampling site(s).
- B.** Collect two (2) specimen sets per week. Each specimen set shall contain a single twenty-four (24) hour composite sample of raw, untreated sewage influent subdivided into vials. The period between each specimen set shall be at least twenty-four (24) hours. No more than two (2) specimen sets, subdivided into vials, may be submitted per week. Flow-proportionate specimens are preferred.

In order to spread out demand on the designated laboratory, the Agency may specify specimen collection days for the Contractor. Each specimen set shall be:

- (i) Collected or subdivided into three (3) fifty (50) milliliter vials, supplied by the Agency, for a total volume of one hundred fifty (150) milliliters of raw influent;
 - (ii) Clearly label each specimen set with the wastewater entity, location, date and time of collection, ambient wastewater temperature at time of collection, and total flow that the specimen set represents;
 - (iii) Refrigerated both during and after collection. Specimens collected on Fridays, Saturdays, or Sundays may be refrigerated over the weekend and sent in on the following Monday.
- C.** Use the sampling packaging supplies and FedEx Priority Overnight shipping labels provided by the Agency to ensure each sample is received by the Agency-designated laboratory the morning after collection, with the exception of Friday, Saturday, or Sunday samples, which may be held under refrigeration over the weekend, per Section 5(B)(iii). If FedEx is unable to serve a particular collection site, then an alternative shipping carrier may be considered.

6. Responsibilities of Agency. The Agency agrees to:

- A.** Pay Contractor in accordance with Section 4 above.
- B.** Make wastewater testing results publicly available once laboratory testing and statistical interpretation procedures are validated.
- C.** Provide Contractor with billable return labels to be used to ship samples to the designated laboratory at no cost to the Contractor.
- D.** Provide the Contractor with sample packaging supplies.

7. **Special Provisions.**

- A. **Assumption of Risk.** The Contractor shall assume the risk of any loss of state or federal funding, either administrative or program dollars, due to the Contractor's failure to comply with state or federal requirements. The Agency shall notify the Contractor of any state or federal determination of noncompliance.
- B. **Environmental Policy Acts.** Contractor agrees all activities under this Contract will comply with the Clean Air Act, the Clean Water Act, the National Environmental Policy Act, and other related provisions of federal environmental protection laws, rules or regulations.
- C. **Human Trafficking.** As required by 22 U.S.C. § 7104(g) and 2 CFR Part 175, this Contract may be terminated without penalty if a private entity that receives funds under this Contract:
- (i) Engages in severe forms of trafficking in persons during the period of time that the award is in effect;
 - (ii) Procures a commercial sex act during the period of time that the award is in effect; or
 - (iii) Uses forced labor in the performance of the award or subawards under the award.
- D. **Kickbacks.** Contractor certifies and warrants that no gratuities, kickbacks, or contingency fees were paid in connection with this Contract, nor were any fees, commissions, gifts, or other considerations made contingent upon the award of this Contract. If Contractor breaches or violates this warranty, Agency may, at its discretion, terminate this Contract without liability to Agency, or deduct from the agreed upon price or consideration, or otherwise recover, the full amount of any commission, percentage, brokerage, or contingency fee.
- E. **Limitations on Lobbying Activities.** By signing this Contract, Contractor certifies and agrees that, in accordance with P.L. 101-121, payments made from a federal grant shall not be utilized by Contractor or its subcontractors in connection with lobbying member(s) of Congress, or any federal agency in connection with the award of a federal grant, contract, cooperative agreement, or loan.
- F. **Monitoring Activities.** Agency shall have the right to monitor all activities related to this Contract that are performed by Contractor or its subcontractors. This shall include, but not be limited to, the right to make site inspections at any time and with reasonable notice; to bring experts and consultants on site to examine or evaluate completed work or work in progress; to examine the books, ledgers, documents, papers, and records pertinent to this Contract; and to observe personnel in every phase of performance of Contract related work.

- G. Nondiscrimination.** The Contractor shall comply with the Civil Rights Act of 1964, the Wyoming Fair Employment Practices Act (Wyo. Stat. § 27-9-105, *et seq.*), the Americans with Disabilities Act (ADA), 42 U.S.C. § 12101, *et seq.*, and the Age Discrimination Act of 1975 and any properly promulgated rules and regulations thereto and shall not discriminate against any individual on the grounds of age, sex, color, race, religion, national origin, or disability in connection with the performance under this Contract.
- H. No Finder's Fees.** No finder's fee, employment agency fee, or other such fee related to the procurement of this Contract, shall be paid by either party.
- I. Publicity.** Any publicity given to the projects, programs, or services provided herein, including, but not limited to, notices, information, pamphlets, press releases, research, reports, signs, and similar public notices in whatever form, prepared by or for the Contractor and related to the services and work to be performed under this Contract, shall identify the Agency as the sponsoring agency and shall not be released without prior written approval of Agency.
- J. Suspension and Debarment.** By signing this Contract, Contractor certifies that neither it nor its principals/agents are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction or from receiving federal financial or nonfinancial assistance, nor are any of the participants involved in the execution of this Contract suspended, debarred, or voluntarily excluded by any federal department or agency in accordance with Executive Order 12549 (Debarment and Suspension), or 2 CFR Part 180, or are on the debarred, or otherwise ineligible, vendors lists maintained by the federal government. Further, Contractor agrees to notify Agency by certified mail should it or any of its principals/agents become ineligible for payment, debarred, suspended, or voluntarily excluded from receiving federal funds during the term of this Contract.
- K. Administration of Federal Funds.** Contractor agrees its use of the funds awarded herein is subject to the Uniform Administrative Requirements of 2 CFR Part 200, *et seq.*; any additional requirements set forth by the federal funding agency; all applicable regulations published in the Code of Federal Regulations; and other program guidance as provided to it by Agency.
- L. Copyright License and Patent Rights.** Contractor acknowledges that federal grantor, the State of Wyoming, and Agency reserve a royalty-free, nonexclusive, unlimited, and irrevocable license to reproduce, publish, or otherwise use, and to authorize others to use, for federal and state government purposes: (1) the copyright in any work developed under this Contract; and (2) any rights of copyright to which Contractor purchases ownership using funds awarded under this Contract. Contractor must consult with Agency regarding any patent rights that arise from, or are purchased with, funds awarded under this Contract.

- M. Federal Audit Requirements.** Contractor agrees that if it expends an aggregate amount in excess of the amount set forth in 2 CFR Part 200, Subpart F in federal awards during its fiscal year, it must undergo an organization-wide financial and compliance single audit. Contractor agrees to comply with the audit requirements of the U.S. General Accounting Office Government Auditing Standards and Audit Requirements of 2 CFR Part 200, Subpart F. If findings are made which cover any part of this Contract, Contractor shall provide one (1) copy of the audit report to Agency and require the release of the audit report by its auditor be held until adjusting entries are disclosed and made to Agency's records.
- N. Non-Supplanting Certification.** Contractor hereby affirms that federal grant funds shall be used to supplement existing funds, and shall not replace (supplant) funds that have been appropriated for the same purpose. Contractor should be able to document that any reduction in non-federal resources occurred for reasons other than the receipt or expected receipt of federal funds under this Contract.
- O. Program Income.** Contractor shall not deposit grant funds in an interest-bearing account without prior approval of Agency. Any income attributable to the grant funds distributed under this Contract must be used to increase the scope of the program or returned to Agency.
- P. Applicability of Appendix II to 2 CFR Part 200.** This Contract has been funded, in whole or in part, with an Award of Federal funds and is bound by the federal contract provisions required by the Uniform Guidance Appendix II of 2 CFR Part 200 (the Federal Contract Provisions), incorporated herein by this reference. In the event of a conflict between the Special Provisions section of this Contract, or any attachments or exhibits incorporated herein, and the Federal Contract Provisions, the Federal Contract Provisions shall control. Failure to comply with the Federal Contract Provisions shall constitute an event of default under this Contract. If such a default remains uncured five (5) calendar days following the termination of a thirty (30) day prior written notice period, the Agency may terminate this Contract. This remedy will be in addition to any other remedy available to the State of Wyoming and the Agency under this Contract, at law, or in equity.

8. General Provisions.

- A. Amendments.** Any changes, modifications, revisions, or amendments to this Contract which are mutually agreed upon by the parties to this Contract shall be incorporated by written instrument, executed by all parties to this Contract.
- B. Applicable Law, Rules of Construction, and Venue.** The construction, interpretation, and enforcement of this Contract shall be governed by the laws of the State of Wyoming, without regard to conflicts of law principles. The terms "hereof," "hereunder," "herein," and words of similar import are intended to refer to this Contract as a whole and not to any particular provision or part. The Courts of the State of Wyoming shall have jurisdiction over this Contract and the parties. The venue shall be the First Judicial District, Laramie County, Wyoming.

- C. Assignment Prohibited and Contract Shall Not be Used as Collateral.** Neither party shall assign or otherwise transfer any of the rights or delegate any of the duties set out in this Contract without the prior written consent of the other party. The Contractor shall not use this Contract, or any portion thereof, for collateral for any financial obligation without the prior written permission of the Agency.
- D. Audit and Access to Records.** The Agency and its representatives shall have access to any books, documents, papers, electronic data, and records of the Contractor which are pertinent to this Contract.
- E. Availability of Funds.** Each payment obligation of the Agency is conditioned upon the availability of government funds which are appropriated or allocated for the payment of this obligation and which may be limited for any reason including, but not limited to, congressional, legislative, gubernatorial, or administrative action. If funds are not allocated and available for continued performance of the Contract, the Contract may be terminated by the Agency at the end of the period for which the funds are available. The Agency shall notify the Contractor at the earliest possible time of the services which will or may be affected by a shortage of funds. No penalty shall accrue to the Agency in the event this provision is exercised, and the Agency shall not be obligated or liable for any future payments due or for any damages as a result of termination under this section.
- F. Award of Related Contracts.** The Agency may award supplemental or successor contracts for work related to this Contract or may award contracts to other contractors for work related to this Contract. The Contractor shall cooperate fully with other contractors and the Agency in all such cases.
- G. Compliance with Laws.** The Contractor shall keep informed of and comply with all applicable federal, state, and local laws and regulations, and all federal grant requirements and executive orders in the performance of this Contract.
- H. Confidentiality of Information.** Except when disclosure is required by the Wyoming Public Records Act or court order, all documents, data compilations, reports, computer programs, photographs, data, and other work provided to or produced by the Contractor in the performance of this Contract shall be kept confidential by the Contractor unless written permission is granted by the Agency for its release. If and when Contractor receives a request for information subject to this Contract, Contractor shall notify Agency within ten (10) days of such request and shall not release such information to a third party unless directed to do so by Agency.
- I. Entirety of Contract.** This Contract, consisting of ten (10) pages, and the Federal Contract Provisions, represent the entire and integrated Contract between the parties and supersede all prior negotiations, representations, and agreements, whether written or oral. In the event of a conflict or inconsistency between the

language of this Contract and the language of any attachment or document incorporated by reference, the language of this Contract shall control.

- J. Ethics.** Contractor shall keep informed of and comply with the Wyoming Ethics and Disclosure Act (Wyo. Stat. § 9-13-101, *et seq.*) and any and all ethical standards governing Contractor's profession.
- K. Extensions.** Nothing in this Contract shall be interpreted or deemed to create an expectation that this Contract will be extended beyond the term described herein.
- L. Force Majeure.** Neither party shall be liable for failure to perform under this Contract if such failure to perform arises out of causes beyond the control and without the fault or negligence of the nonperforming party. Such causes may include, but are not limited to, acts of God or the public enemy, fires, floods, epidemics, quarantine restrictions, freight embargoes, and unusually severe weather. This provision shall become effective only if the party failing to perform immediately notifies the other party of the extent and nature of the problem, limits delay in performance to that required by the event, and takes all reasonable steps to minimize delays.
- M. Indemnification.** Each party to this Contract shall assume the risk of any liability arising from its own conduct. Neither party agrees to insure, defend, or indemnify the other.
- N. Independent Contractor.** The Contractor shall function as an independent contractor for the purposes of this Contract and shall not be considered an employee of the State of Wyoming for any purpose. Consistent with the express terms of this Contract, the Contractor shall be free from control or direction over the details of the performance of services under this Contract. The Contractor shall assume sole responsibility for any debts or liabilities that may be incurred by the Contractor in fulfilling the terms of this Contract and shall be solely responsible for the payment of all federal, state, and local taxes which may accrue because of this Contract. Nothing in this Contract shall be interpreted as authorizing the Contractor or its agents or employees to act as an agent or representative for or on behalf of the State of Wyoming or the Agency or to incur any obligation of any kind on behalf of the State of Wyoming or the Agency. The Contractor agrees that no health or hospitalization benefits, workers' compensation, unemployment insurance, or similar benefits available to State of Wyoming employees will inure to the benefit of the Contractor or the Contractor's agents or employees as a result of this Contract.
- O. Notices.** All notices arising out of, or from, the provisions of this Contract shall be in writing either by regular mail or delivery in person at the addresses provided under this Contract.

- P. Ownership and Return of Documents and Information.** Agency is the official custodian and owns all documents, data compilations, reports, computer programs, photographs, data, and other work provided to or produced by the Contractor in the performance of this Contract. Upon termination of services, for any reason, Contractor agrees to return all such original and derivative information and documents to the Agency in a usable format. In the case of electronic transmission, such transmission shall be secured. The return of information by any other means shall be by a parcel service that utilizes tracking numbers.
- Q. Patent or Copyright Protection.** The Contractor recognizes that certain proprietary matters or techniques may be subject to patent, trademark, copyright, license, or other similar restrictions, and warrants that no work performed by the Contractor or its subcontractors will violate any such restriction. The Contractor shall defend and indemnify the Agency for any infringement or alleged infringement of such patent, trademark, copyright, license, or other restrictions.
- R. Prior Approval.** This Contract shall not be binding upon either party, no services shall be performed, and the Wyoming State Auditor shall not draw warrants for payment, until this Contract has been fully executed, approved as to form by the Office of the Attorney General, filed with and approved by A&I Procurement, and approved by the Governor of the State of Wyoming, or his designee, if required by Wyo. Stat. § 9-2-3204(b)(iv).
- S. Insurance Requirements.** Contractor is protected by the Wyoming Governmental Claims Act, Wyo. Stat. § 1-39-101, et seq., and certifies that it is a member of the Wyoming Association of Risk Management (WARM) pool or the Local Government Liability Pool (LGLP), Wyo. Stat. § 1-42-201, et seq., and shall provide a letter verifying its participation in the WARM or LGLP to the Agency.
- T. Severability.** Should any portion of this Contract be judicially determined to be illegal or unenforceable, the remainder of the Contract shall continue in full force and effect, and the parties may renegotiate the terms affected by the severance.
- U. Sovereign Immunity and Limitations.** Pursuant to Wyo. Stat. § 1-39-104(a), the State of Wyoming and Agency expressly reserve sovereign immunity by entering into this Contract and the Contractor expressly reserves governmental immunity. Each of them specifically retains all immunities and defenses available to them as sovereigns or governmental entities pursuant to Wyo. Stat. § 1-39-101, et seq., and all other applicable law. The parties acknowledge that the State of Wyoming has sovereign immunity and only the Wyoming Legislature has the power to waive sovereign immunity. Designations of venue, choice of law, enforcement actions, and similar provisions shall not be construed as a waiver of sovereign immunity. The parties agree that any ambiguity in this Contract shall not be strictly construed, either against or for either party, except that any ambiguity as to immunity shall be construed in favor of immunity.

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

W. Termination of Contract. This Contract may be terminated, without cause, by the Agency upon thirty (30) days written notice. This Contract may be terminated by the Agency immediately for cause if the Contractor fails to perform in accordance with the terms of this Contract.

If at any time during the performance of this Contract, in the opinion of the Agency, the work is not progressing satisfactorily or within the terms of this Contract, then, at the discretion of the Agency and after written notice to the Contractor, the Agency may terminate this Contract or any part of it. As of the termination date, the Contractor will be entitled to a pro rata payment for all work accomplished and accepted by the Agency; however, the Contractor shall be liable to the Agency for the entire cost of replacement services for the duration of the Contract term.

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

Y. Time is of the Essence. Time is of the essence in all provisions of this Contract.

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

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

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

THE REMAINDER OF THIS PAGE WAS INTENTIONALLY LEFT BLANK.

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

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

AGENCY:

Wyoming Department of Health, Public Health Division

Stefan Johansson, Director
Wyoming Department of Health

Date

Stephanie Sandoval, MHSA, MBA
Senior Administrator, Public Health Division

Date

CONTRACTOR:

The Town of Jackson

Arne O. Jorgensen, Mayor

Date

ATTEST: Riley Hovorka

Date

ATTORNEY GENERAL'S OFFICE: APPROVAL AS TO FORM

Fa: Jodi A. Danahy #255249

Chandler Pauling, Assistant Attorney General

5-1-20

Date



Order Form

Order ID: Q-11717927

Contact your representative jeff.picha@thomsonreuters.com with any questions. Thank you.

Sold To Account Address

Account #: 1000193448
JACKSON TOWN ATTORNEY
PO BOX 1687
JACKSON WY 83001-1687 US
"Customer"

Shipping Address

Account #: 1000193448
JACKSON TOWN ATTORNEY
PO Box 1687
JACKSON WY 83001-1687 US

Billing Address

Account #: 1000193448
JACKSON TOWN ATTORNEY
PO Box 1687
JACKSON, WY 83001-1687
US

This Order Form is a legal document between Customer and

- A. West Publishing Corporation to the extent that products or services will be provided by West Publishing Corporation, and/or
- B. Thomson Reuters Enterprise Centre GmbH to the extent that products or services will be provided by Thomson Reuters Enterprise Centre GmbH.

A detailed list of products and services that are provided by Thomson Reuters Enterprise Centre GmbH and current applicable IRS Certification forms are available at: <https://www.tr.com/trorderinginfo>

West Publishing Corporation may also act as an agent on behalf of Thomson Reuters Enterprise Centre GmbH solely with respect to billing and collecting payment from Customer. Thomson Reuters Enterprise Centre GmbH and West Publishing Corporation will be referred to as "Thomson Reuters", "we" or "our," in each case with respect to the products and services it is providing, and Customer will be referred to as "you", or "your" or "Client".

For Federal Customers the following shall apply: Thomson Reuters General Terms and Conditions (available here: <http://tr.com/federal-general-terms-and-conditions>) apply to the purchase and use of all products, except print, and together with any applicable Product Specific Terms (set forth below) are incorporated into this Order Form by this reference. In the event that there is a conflict of terms among the General Terms and Conditions, the Product Specific Terms and this Order Form, the order of precedence shall be Order Form, the Product Specific Terms, and last the General Terms and Conditions.

For non-federal customers the following shall apply: Thomson Reuters General Terms and Conditions (<http://tr.com/us-general-terms-and-conditions>) apply to the purchase and use of all products, except print, and together with any applicable Product Specific Terms (set forth below) are incorporated into this Order Form by this reference. In the event that there is a conflict of terms among the General Terms and Conditions, the Product Specific Terms and this Order Form, the order of precedence shall be Order Form, the Product Specific Terms, and last the General Terms and Conditions.

ProFlex Products See Attachment for details

Material #	Product	Monthly Charges	Minimum Terms (Months)
40757482	West Proflex	\$1,739.00	60

Minimum Terms

Your subscription is effective upon the date we process your order ("Effective Date") and Monthly Charges will be prorated for the number of days remaining in that month, if any. Your subscription will continue for the number of months listed in the Minimum Term column above plus any Bridge Term that may be outlined above counting from the first day of the month following the Effective Date. Your Monthly Charges during the first twelve (12) months of the Minimum Term are as set forth above. If your Minimum Term is longer than 12 months, then your Monthly Charges for each year of the Minimum Term are displayed in the Attachment to the Order Form.

Post Minimum Terms

Your subscription will automatically renew at the end of the Minimum Term for successive 12-month renewal terms (each, an "Automatic Renewal Term"), unless either party provides written notice of its intent to not renew at least 30 days prior to the beginning of an Automatic Renewal Term. We will notify you of any change in the Annual Charges at least 60 days before each Automatic Renewal Term begins. Submit your notice of nonrenewal to: <https://www.thomsonreuters.com/en-us/help/account-management/legal/orders/request-a-subscription-cancellation.html> or via postal mail to Customer Service, 2900 Ames Crossing Rd, Eagan, MN 55121.

For Federal government subscribers that chose a multi-year Minimum Term, those additional years will be implemented at your option pursuant to federal law.

Banded Product Subscriptions. You certify your total number of attorneys (full-time and part-time partners, shareholders, associates, contract or staff attorneys, of counsel, and the like), corporate users, personnel or full-time-equivalent students is indicated in this Order Form. Our pricing for banded products is made in reliance upon your certification. If we learn that the actual number is greater or increases at any time, we reserve the right to increase your charges to the market rate for all of your attorneys.

Miscellaneous

Material Change. If, at any time during the Minimum Term or the Renewal Term, there is a material change in your organizational structure including, but not limited to merger, acquisitions, combination, significant increase in the number of attorneys at a location covered by the agreement, divestitures, downsizing or dissolution, we will modify your rates proportionally. If you acquire the assets of, or attorneys from, another entity that is a current subscriber, you assume all obligations under the agreements that apply to those assets and attorneys, and you will pay the invoiced charges on both those agreements as they become due, until a superseding agreement is negotiated in good faith.

Charges, Payments & Taxes. You agree to pay all charges in full within 30 days of the date of invoice. You are responsible for any applicable sales, use, value added tax (VAT), etc. unless you are tax exempt. If you are a non-government customer and fail to pay your invoiced charges, you are responsible for collection costs including attorneys' fees.

Excluded Charges And Schedule A Rates. If you access products or services that are not included in your subscription you will be charged our then-current rate ("Excluded Charges"). Excluded Charges will be invoiced and due with your next payment. For your reference, the current Excluded Charges schedules are located in the below link. Excluded Charges may change from time-to-time upon 30 days written or online notice. We may, at our option, make certain products and services Excluded Charges if we are contractually bound or otherwise required to do so by a third party provider or if products or services are enhanced or if new products or services are released after the effective date of this ordering document. Modification of Excluded Charges or Schedule A rates is not a basis for termination under paragraph 9 the General Terms and Conditions.

<https://legal.thomsonreuters.com/content/dam/ewp-m/documents/legal/en/pdf/other/plan-2-pro-govt-agencies.pdf>
<http://static.legalsolutions.thomsonreuters.com/static/agreement/plan-2-pro-govt-agencies.pdf>

eBilling Contact. All invoices for this account will be emailed to your e-Billing Contact(s) unless you have notified us that you would like to be exempt from e-Billing.

Product Specific Terms

Document Intelligence Product Specific Terms: The following product specific terms shall apply to the Document Intelligence products on this order form, and are incorporated by reference: <http://www.thomsonreuters.com/document-intelligence-PST>.

Additional Terms for Services with Generative AI Skills: The following additional terms shall apply to Thomson Reuters Products with Generative AI Skills (including but not limited to all CoCounsel branded Products; all Products with AI Assisted Research; Contract Express, CLEAR Investigate, Westlaw Advantage; Practical Law or Practical Law Connect, with Dynamic Tool Set; Practical Law UK Premium; Practical Law Global Premium; HighQ), listed on this order form, and are incorporated into this order form by reference: <https://www.tr.com/legal-services-ai-terms>.

CoCounsel Core and CoCounsel Drafting Product Specific Terms: The following product specific terms shall apply to CoCounsel Core and CoCounsel Drafting and are incorporated into this order form by reference: <http://tr.com/cocounselcore-and-drafting-product-specific-terms>.

Product Specific Terms and Service Levels: The following product specific terms and service levels shall apply to the HighQ products on this order form, and are incorporated by reference:

- HighQ Product Specific Terms <http://tr.com/HighQ-PST>
- HighQ Service Levels: Thomson Reuters shall provide service availability, maintenance and support for the term of the Agreement. Details are available at: <http://tr.com/HighQ-SLA>. Note that Sections 3.3 of the SLA does not apply to any HighQ Light packages

The Federal Product Specific Terms can be found here: <http://tr.com/federal-product-specific-terms>

Product Specific Terms. The following products have specific terms which are incorporated by reference and made part of this Order Form if they apply to your order. They can be found at <https://static.legalsolutions.thomsonreuters.com/static/ThomsonReuters-General-Terms-Conditions-PST.pdf>. If the product is not part of your order, the product specific terms do not apply.

- Campus Research
- Hosted Practice Solutions
- ProView eBooks
- Time and Billing
- West km Software
- West LegalEdcenter
- Westlaw
- Westlaw Doc & Form Builder
- Westlaw Paralegal
- Westlaw Patron Access
- Westlaw Public Records

Drafting Tools Product Specific Terms: The following product specific terms shall apply to the Drafting Tools products (Drafting Assistant, Clause Finder, Clause Finder: Internal Agreements) on this order form, and are incorporated by reference: <https://www.thomsonreuters.com/draftingassistant-and-clausefinder-pst>.

Additional clauses applicable to: Westlaw Advantage, Practical Law Dynamic Tool Set, CoCounsel Essentials, Westlaw Advantage with CoCounsel Essentials, Practical Law with Dynamic Tool Set with CoCounsel Essentials, CoCounsel Legal

Additional Features and Functionality: During the term of this Agreement, Thomson Reuters may in its sole discretion issue updates, upgrades, patches, enhancements, or improvements that it makes generally available to its customers at no additional charges (collectively "Upgrades") which may be subject to usage limits. For the avoidance of doubt, Upgrades do not include (i) new services that are developed or acquired by Thomson Reuters or (ii) services or functionalities for which there are royalty requirements or licensing restrictions. Where your Service includes Westlaw Advantage and/or Practical Law Dynamic Tool Set, these Upgrades do not include access to additional or new content sets beyond those you have subscribed to as part of the Service.

Usage Limits: TR may, acting reasonably, at any time during the Term, impose or modify usage limits on any LLM Feature upon 60 days' prior written notice to Customer. "LLM Feature" means any functionality of the Service that uses a large language model (LLM) whether the LLM is the whole or part of the Service.

If TR imposes or modifies a usage limit under this clause, Customer may, within 30 days of TR's notice of the limit, provide written notice to TR requesting good faith negotiations. The parties shall explore commercially reasonable alternatives, which may include adjustments to usage limits or pricing.

Amended Terms and Conditions

Government Non-Availability of Funds for Online, Practice Solutions or Software Products

You may cancel a product or service with at least 30 days written notice if you do not receive sufficient appropriation of funds. Your notice must include an official document, (e.g., executive order, an officially printed budget or other official government communication) certifying the non-availability of funds. You will be invoiced for all charges incurred up to the effective date of the cancellation.

Acknowledgement: Order ID: Q-11717927

Signature of Authorized Representative for order	Title
Printed Name	Date

This Order Form will expire and will not be accepted after 7/31/2026.



Attachment

Order ID: Q-11717927

Contact your representative jeff.picha@thomsonreuters.com with any questions. Thank you.

Payment, Shipping, and Contact Information

Payment Method:

Payment Method: Bill to Account

Account Number: 1000193448

This order is made pursuant to:

Order Confirmation Contact (#28)

Contact Name: AVERY, BROOKE

Email: bavery@jacksonwy.gov

eBilling Contact

Contact Name BROOKE AVERY

Email bavery@jacksonwy.gov

Shipping Information:

Shipping Method: Ground Shipping - U.S. Only

ProFlex Multiple Location Details

Account Number	Account Name	Account Address	Action
1000193448	JACKSON TOWN ATTORNEY	JACKSON WY 83001-1687 US	New

ProFlex Product Details

Quantity	Unit	Service Material #	Description
1	Each	40757482	West Proflex
2	Attorneys	43482985	CoCounsel Legal, National Primary, Enterprise Access, Government
2	Attorneys	41985648	Westlaw Related Documents, Enterprise access, Government
2	Attorneys	42077755	Westlaw All Analytical, Enterprise access, Government

Account Contacts

Account Contact First Name	Account Contact Last Name	Account Contact Email Address	Account Contact Customer Type Description
Lea	Colasuonno	lcolasuonno@jacksonwy.gov	EML PSWD CONTACT

Lapsed Products

Sub Material	Active Subscription to be Lapsed
40757481	West Proflex

Charges During Minimum Term

Material #	Product Name	Year 1 Charges per Billing Freq	% incr Yr 1-2*	Year 2 Charges per Billing Freq	% incr Yr 2-3*	Year 3 Charges per Billing Freq	% incr Yr 3-4*	Year 4 Charges per Billing Freq	% incr Yr 4-5*	Year 5 Charges per Billing Freq	Billing Freq
40757482	West Proflex	\$1,739.00	7.00%	\$1860.73	7.00%	\$1990.98	7.00%	\$2130.35	7.00%	\$2279.47	Monthly

Charges During Minimum Term

Pricing is displayed only for the years included in the Minimum Term. Years without pricing in above grid are not included in the Minimum Term. Refer to your Order Form for the Post Minimum Term pricing. Refer to Order Form for Billing Frequency Type.

INDEPENDENT CONTRACTOR AGREEMENT FOR SERVICES

THIS AGREEMENT made and entered into on the date last written below, by and between Town of Jackson, Wyoming ("Town"), and Elisabeth M. W. Trefonas, an independent contractor ("Attorney");

WHEREAS, the Town desires to retain the services of Attorney, and Attorney desires to render services to the Town, upon the terms and conditions hereinafter stated:

NOW, THEREFORE, the parties hereto, intending to be legally bound, do hereby promise and agree as follows:

SECTION 1 – SCOPE OF DUTIES TO BE PROVIDED

- 1.1 **Term.** Town agrees to hire Attorney for a term commencing on July 1, 2026 and continuing until June 30, 2028, unless earlier terminated in accordance with Section 4 of this Agreement or extended by written agreement of the parties.
- 1.2 **Duties.** Attorney agrees to perform work for the Town on the terms and conditions set forth in this Agreement, and agrees to devote such time and attention as is reasonably necessary (reasonable periods of illness excepted) to the performance of the duties specified in this Agreement. Attorney's duties shall include the following: Representation of clients on a case by case basis assigned to Attorney at Town's discretion, including but not limited to drafting applications, declarations, motions, briefs, client conferences, court appearances when needed, and maintaining open communication with Town concerning the ongoing case status of each assigned case. Attorney further agrees that in all aspects of such work, Attorney shall comply with applicable professional and ethical standards, and shall perform the duties assigned faithfully, intelligently, to the best of their ability, and in the best interest of the Town.

SECTION 2 – CONFIDENTIALITY

- 2.1 **Confidentiality.** Attorney acknowledges and agrees that all records, lists and information pertaining to clients and cases and other Town data and information related to its business (collectively "Confidential Information") are valuable assets of the Town. Except for disclosures required to be made to advance the business of the Town and information which is a matter of public record, Attorney shall not, during the term of this Agreement or after the termination of this Agreement, disclose any Confidential Information to any person or use any Confidential Information for the benefit of Attorney or any other person, except with the prior written consent of the Town. Town likewise

agrees to maintain the confidentiality of Attorney's proprietary information and attorney work product, and to preserve attorney-client privilege as applicable. Town understands that certain Confidential Information may be required to be disclosed to certain individuals: directors, officers, employees, agents, or advisors (collectively, Representatives) of Attorney. Attorney shall maintain records of the persons to whom Confidential Information is distributed, will inform all such persons of the confidential nature of the information, will direct them to treat such information in accordance with this Agreement, will exercise such precautions or measures as may be reasonable in the circumstances to prevent improper use of Confidential Information by them, and will be responsible for any breaches by them of the provisions of this Agreement. The term "confidential information" does not include information that is or becomes publicly available (other than through breach of this Agreement) or information that is or becomes available to Attorney on a non-confidential basis, provided that the source of such information was not known by Attorney (after such inquiry as would be reasonable in the circumstances) to be bound by a confidentiality agreement or other legal or contractual obligation of confidentiality with respect to such information. In the event that Attorney or any of Attorney's representatives, assigns, or agents are requested or required by law or legal process to disclose any of the Confidential Information, the party required to disclose such information shall provide Town with prompt oral and written notice before making any disclosure. In addition, Confidential Information may be disclosed to the extent required in the course of inspections or inquiries by federal or state regulatory agencies to whose jurisdiction Attorney is subject and that have the legal right to inspect the files that contain the Confidential Information, and Attorney will advise Town promptly upon such disclosure.

2.2 Return of Documents. Attorney acknowledges and agrees that all originals and copies of records, reports, documents, lists, plans, memoranda, notes and other documentation related to the business of the Town or containing any Confidential Information shall be the sole and exclusive property of the Town, and shall be returned to the Town upon the termination of this Agreement or upon the written request of the Town.

2.3 No Release. Attorney agrees that the termination of this Agreement shall not release Attorney from any obligations under Section 2.1 or 2.2.

SECTION 3 - COMPENSATION

3.1 Compensation. In consideration of all services to be rendered by Attorney to the Town, the Town shall pay, for any case submitted to Attorney the amount of \$_150.00 per hour. Compensation will be paid

within a reasonable time, not to exceed one (1) month, upon Attorney's written submission and documentation of hours spent for each case and/or client.

- 3.2 **Withholding; Other Benefits.** Compensation paid pursuant to this Agreement shall not be subject to the customary withholding of income taxes and other employment taxes. Attorney shall be solely responsible for reporting and paying any such taxes. The Town shall not provide Attorney with any coverage or participation in the Town's accident and health insurance, life insurance, disability income insurance, medical expense reimbursement, wage continuation plans, or other fringe benefits provided to regular employees.

SECTION 4 - TERMINATION

- 4.1 **Termination at Will.** Either Party may terminate this Agreement upon thirty (30) days written notice to Attorney. This Agreement also may be terminated at any time upon the mutual written agreement of the Town and Attorney.

SECTION 5 - INDEPENDENT CONTRACTOR STATUS

- 5.1 **Status.** Attorney acknowledges that they are an independent contractor and is not an agent, partner, joint venturer nor employee of Town. Attorney shall have no authority to bind or otherwise obligate Town in any manner nor shall Attorney represent to anyone that it has a right to do so. Attorney further agrees that in the event that the Town suffers any loss or damage as a result of Attorney's violation of this provision, Attorney shall indemnify and hold harmless the Town from any such loss or damage.
- 5.2 **Assignment.** The Attorney shall not assign any of their rights under this Agreement, or delegate the performance of any of their duties hereunder, without the prior written consent of the Town.

SECTION 6 - REPRESENTATIONS AND WARRANTIES OF ATTORNEY

- 6.1 Attorney represents and warrants to the Town that there is no employment contract or other contractual obligation to which Attorney is subject, which prevents Attorney from entering into this Agreement or from performing fully Attorney's duties under this Agreement.
- 6.2 Attorney represents that they are licensed by the appropriate licensing agency for the legal profession and that they are in good standing with such agency. Should said standing be altered, or should Attorney be suspended, disciplined, or reprimanded by any state agency, Attorney shall notify Town within eight (8) days of learning of such change.

SECTION 7 – INSURANCE AND USE OF FACILITIES

- 7.1 Attorney shall obtain and maintain in force, at their own expense, throughout the performance of Attorney's obligations under this Agreement, insurance coverage against claims, regardless of when asserted, that may arise out of, or result from, Attorney's operations in connection with the services or duties described above only in such case that Attorney hires or maintains additional employees separate and apart from Town. Attorney agrees, if necessary, to provide worker's compensation insurance for Attorney's employees and agents and agrees to hold harmless and indemnify Town for any and all claims arising out of any injury, disability, or death of any of Attorney's employees or agents.
- 7.2. Town shall obtain and maintain in force, at its own expense, throughout the performance of Attorney's obligations under this Agreement, insurance coverage against claims, regardless of when asserted, that may arise out of, or result from, Attorney's operations in connection with the services or duties described above. This insurance shall include the following coverages:
- 7.2.1. Workers Compensation and Employer's Liability (if required by state law). In the event Attorney hires or maintains employees or agents, Attorney agrees to provide worker's compensation insurance for such employees and agents and agrees to hold harmless and indemnify Town for any and all claims arising out of any injury, disability, or death of any of Attorney's employees or agents.
- 7.2.2. General Malpractice Liability or General Errors and Omissions coverage in the minimum amount of \$500,000.00 for losses incurred as a result of professional malpractice or professional errors and omissions made in the performance of this Agreement.

SECTION 8 - MISCELLANEOUS PROVISIONS

- 8.1 Entire Agreement; Modification. This Agreement embodies and constitutes the entire agreement with respect to the subject matters hereof and all prior or contemporaneous agreements, understandings, representations, and statements are merged into this Agreement. Neither this Agreement nor any provision hereof may be waived, modified, amended, discharged, or terminated in whole or in part, unless agreed to in writing by the parties.
- 8.2 Waiver. The failure of either Party to require performance by the other of any provision hereof shall in no way affect the right to require performance at any time thereafter, nor shall the waiver of a breach of any provision hereof be taken to be a waiver of any succeeding breach of such provision or as a waiver of the provision itself. All remedies afforded in this Agreement shall be taken and construed as cumulative; that is, in addition to every other remedy available at law or in equity.

- 8.3 Severability. If any provision of this Agreement is declared invalid or unenforceable, such provision shall be deemed modified to the extent necessary and possible to render it valid and enforceable. In any event, the unenforceability or invalidity of any provision shall not affect any other provision of this Agreement, and this Agreement shall continue in force and effect, and be construed and enforced, as if such provision had not been included, or had been modified as provided above, as the case may be.
- 8.4 Governing Law; Jurisdiction; Construction. This Agreement 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. This Agreement was negotiated by both parties and thus it shall not be construed against or in favor of any party by virtue of which party drafted it or any portion thereof.
- 8.5 Counterparts; Digital Signatures. This Agreement may be executed simultaneously in two or more counterparts, each of which shall be deemed an original and all of which, when taken together, constitute one and the same document. The signature of any party to any counterpart shall be deemed a signature to, and may be appended to, any other counterpart. Counterparts may be delivered via facsimile, electronic mail (including pdf or any electronic signature complying with the federal E-SIGN Act of 2000, e.g., www.docusign.com) or other transmission method, and any counterpart so delivered shall be deemed to have been duly and validly delivered and be valid and effective for all purposes. At the request of either Party, each Party agrees to execute an original of this Agreement as well as any facsimile or other reproduction hereof.
- 8.6 The Town does not waive its governmental immunity by entering into this Agreement, and retains all immunities and defenses provided by law with respect to any action based on or occurring as a result of this Agreement.

SECTION 9 – NOTICE

Any notice, request, demand, consent, approval, or other communication required or permitted under this Agreement shall be in writing and shall be deemed duly given (i) when delivered personally to the recipient, (ii) when sent by certified mail, return receipt requested, to the address specified below, or (iii) when sent by email to the email address specified below, provided that the sender has not received a delivery failure notification. A notice sent by email shall be deemed received on the date and time the email is sent, provided that (a) the email is sent to the recipient's designated email address as set forth below, (b) the sender does

not receive a bounce-back or delivery failure notification, and (c) if the notice is sent outside of normal business hours (9:00 AM to 6:00 PM on business days), the notice shall be deemed received at 9:00 AM on the following business day:

Town:
Attn: Town Clerk
P.O. Box 1687
Jackson, Wyoming 83002
clerk@jacksonwy.gov

Contractor:
Attn: Elisabeth M. W. Trefonas
P.O. Box 4200
Jackson, Wyoming 8300____
emwt@trefonaslaw.com

WITNESS OUR SIGNATURES, this the____ day of_____, 2026.

ATTORNEY:

BY: Elisabeth M. W. Trefonas

TOWN OF JACKSON:

BY: Arne O. Jorgensen

Attest:_____
_____, Town Clerk



Verizon Wireless
1400 Center View Drive, Floor 3
Little Rock, AR 72211

VIA EMAIL

June 2, 2026

Town of Jackson
P.O. Box 1687
Jackson, WY 83001

RE: Building and Rooftop Lease Agreement, dated August 7, 2017, as may have been previously amended and/or assigned, the ("Lease") by and between Town of Jackson, a Wyoming Municipal Corporation (or such party's predecessor-in-interest) ("Lessor") and CommNet Cellular Inc. d/b/a Verizon Wireless (or such other party's predecessor-in-interest) ("Lessee") covering the leased site located at 160 S. Milward Street, Jackson, WY 83001 (the "Premises") - **VZW Site Name/ID: Cutthroat / 5000182445**

To Whom It May Concern:

The purpose of this letter is to obtain Lessor's written consent, pursuant to Section 9 of the Agreement, to allow New Cingular Wireless PCS, LLC d/b/a AT&T, Lessee's subtenant, to make equipment modifications at the Premises on the rooftop only. Furthermore, Lessee's notice address should be updated as stated below.

According to the Agreement, Lessee must obtain Lessor's consent prior to any modifications to its Wireless Communications Facility (as specifically defined in the Lease), including allowing its subtenant, AT&T, to make any modifications to any equipment on the Premises. Therefore, Lessee requests Lessor's consent to the equipment modifications set forth in the AT&T's Basic Use Permit approved on May 27, 2026 by the Town of Jackson Planning Department, and attached hereto as Exhibit A.

Additionally, Lessor hereby acknowledges that Verizon Wireless's notice address in the Lease has changed to the following effective as of the date above:

Verizon Wireless
Attn: Network Real Estate
180 Washington Valley Road
Bedminster, NJ 07921

With a copy to:
Basking Ridge Mail Hub
Attn: Legal Intake
One Verizon Way
Basking Ridge, NJ 07920

Please indicate Lessor's consent and acknowledgement by signing in the space below and emailing a scanned copy to amy.martens@kgiwireless.com. Alternatively, if Lessor is unable to email a scanned copy, please send the original hereof to me via FedEx in the enclosed return envelope.



Verizon Wireless
1400 Center View Drive, Floor 3
Little Rock, AR 72211

KGI Wireless, Inc. is representing Lessee in this matter. If you have any questions or concerns regarding this request, please contact Amy Martens at 512-334-3264 or email at amy.martens@kgiwireless.com.

If you have questions about the Agreement in general or your relationship with Lessee generally, please visit the Lessor Relations Self Service Pages at www.vzw.com/realestate. Thank you.

Sincerely,

Michael Talbot
Lead Sr. Analyst
Verizon Wireless

Town of Jackson

By: _____
Printed Name: _____
Title: _____
Date: _____

Attest: _____
_____, Clerk

Exhibit A



TOWN OF JACKSON | PLANNING & BUILDING

May 27, 2026

Jason Harms
Smart Link Group on behalf of AT&T Mobility
10 Church Cir.
Annapolis, MD 21401

RE: P26-087 – Approval of Wireless Basic Use Permit
160 South Millward St.

Sent via email: jason.harms@smartlinkgroup.com

Dear Applicant,

This letter is to confirm that on May 27, 2026, the Town of Jackson Planning Director **approved** your request for a Basic Use Permit (BUP) at the above referenced address. This permit allows the following:

Removal Rooftop:

(9) ANTENNAS
(18) RADIOS

Relocation Rooftop:

(3) ANTENNAS
(3) SURGE SUPPRESSORS

Install new Rooftop:

(6) ANTENNAS
(3) AIR 6472 B77G B77M ANTENNAS
(9) 4890 B25/B66 RADIOS

Ground work within enclosed leased area:

Remove:

(2) CONVERTERS

Install new:

(1) BBU



Verizon Wireless
1400 Center View Drive, Floor 3
Little Rock, AR 72211

(8) -48V/-58V CONVERTERS
(1) -48V/-58V RETROFIT CONV. KIT
(4) 12V 190AH BATTERIES
(1) BATTERY RACK

Note: There will be no increase in the height or footprint of the existing telecommunications facility.

Please note that any revisions to the Basic Use Permit shall be reviewed and approved by the Planning Director. Approval of any changes to the Basic Use Permit shall be in accordance with the Town of Jackson Land Development Regulations.

Sincerely,

A handwritten signature in blue ink, appearing to read "AB" with a stylized flourish underneath.

Andrew, AICP/MPA
Senior Planner
307-733-0440, ext. 1306
abowen@jacksonwy.gov

STAFF REPORT



Meeting Date:	July 6, 2026	Meeting Title:	Consent
Submitting Department:	Legal	Presenter:	Lea Colasuonno
Agenda Item:	Reciprocal Crane Agreement	Public Comment:	Yes

Purpose or Policy Considerations.

The purpose of this item is for the Council to review and approve a Reciprocal Crane Agreement ("Agreement") between the Town and Big Mountain Enterprises, LLC. This Agreement allow cranes associated with nearby construction projects to swing over Town property, and reciprocally allow cranes, should they be needed in the future for construction on the Town's property subject to the Agreement, to swing over Big Mountain Enterprises' properties.

Recommendations.

Staff recommend that the Council approve the Crane Agreement attached to this staff report. The Agreement is substantially similar to the Town's standard crane swing template and have been reviewed and negotiated by the Town Attorney. The deviations from the standard template are limited to reciprocity and the indeterminate future start dates, both of which are explained in the Analysis section below.

Background.

In recent months, Teton County undertook construction on the property contiguous to the southern property line of the Town Hall. The Teton County property is colored in teal below.



Teton County's construction activity requires use of a crane that swings over the Town Hall (shown with a dark blue box and marked "Town Hall" in the depiction above). The Town and Teton County promptly entered into a Crane Swing Agreement to expedite construction. Teton County's construction activity also requires the crane it uses to swing over one of Big Mountain Enterprises nearby properties (shown with a red box around it and immediately adjacent to the Town Hall in the depiction above). When Teton County approached Big Mountain Enterprises for permission to do so, permission was conditioned on the Town allowing Big Mountain Enterprises to swing a crane over the Town's property (at some future undetermined point in time). The Town negotiated a Reciprocal Crane Swing Agreement with Big Mountain Enterprises to satisfy that condition. The Agreement is before Council today for approval.

Analysis.

The Crane Swing Agreement attached to this staff report is, nearly, identical to the standard, template contract the Town enters with any party swinging a crane over the public right-of-way or other Town property. In addition to a few technical changes, significant differences result from the Agreement being reciprocal (not typical) and for an indeterminate time in the future (not typical) and are as follows:

- **Term:** The Agreement involves multiple properties (two for each party) and therefore has multiple potential commencement dates. A commencement occurs when a crane is erected for construction on one of the properties subject to the Agreement. Once that occurs (commencement), the expiration of the term with respect to the property for upon which the crane was erected occurs four years after the date the crane was erected.
- **Termination:** If crane is erected on a property subject to the Agreement in 25 years, the Agreement terminates with respect to that Property.

Possible Alternatives.

The Council may elect not to enter the Crane Agreement.

Declining to approve the Big Mountain Crane Agreement would affect the County's active construction, as Big Mountain Enterprises will not allow the crane supporting Teton County's construction project to swing over its property – which is necessary to effectuate Teton County's construction project.

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.

There is no fiscal impact to the Town of this item.

Staff Impact.

The impact of this item was on the Legal Department and required 24 hours of the Town Attorney's time.

Attachments or Links.

Crane Swing Agreement with Big Mountain Enterprises.

Suggested Motion.

I move to approve the Crane Swing Agreement with Big Mountain Enterprises, subject to minor changes by staff.

RECIPROCAL CRANE SWING AGREEMENT

THIS RECIPROCAL CRANE SWING AGREEMENT (“Agreement”) is made and entered into by and between the Town of Jackson, Wyoming (“**Town**”), a municipal corporation of the State of Wyoming, and Big Mountain Enterprises, LLC a Wyoming limited liability company (“**Owner**”), individually each a “Party” and together “Parties.”

RECITALS

WHEREAS the Owner is the owner of the properties described as:

Street Address: 120 East Pearl Avenue, Jackson Wyoming
Legal Description: Lot 2 and 3 of Block 5, First Cache Creek Addition, Plat No.102, as recorded in the Office of the Teton County, Wyoming Clerk on July 18, 1905
PIDN: 22-41-16-34-2-07-001

Street Address: 110 East Pearl Avenue, Jackson, Wyoming
Legal Description: Lot of Block 5, First Cache Creek Addition, Plat No. 102, as recorded in the Office of the Teton County, Wyoming Clerk on July 18, 1905
PIDN: 22-41-16-34-2-07-002

Street Address: 115 East Pearl Avenue, Jackson, Wyoming.
Legal Description: Unit 100, unit 200, Unit 201, Unit 300, Unit 301 and Unit 302 of the 115 E. Pearl Condominium Addition to the Town of Jackson, Plat 1398 as recorded in the Office of the Teton County, Wyoming Clerk on February 13, 2019
PIDN: 22-41-16-34-2-87-004

(collectively the “**Owner Properties**”);

WHEREAS the Town is the owner of the properties described as:

Street Address: 150 E. Pearl Ave, Jackson Wyoming
Legal Description: Lot 1, Block 5, Cache Creek Third Addition, Plat No. 605, as recorded in the Office of the Teton County, Wyoming Clerk on May 15, 1986
PIDN: 22-41-16-34-2-07-004

Street Address: 155 East Pearl Avenue, Jackson, WY
Legal Description: Lot 3 Pearl and Willow Amended Addition to the Town of Jackson, Teton County, Wyoming, according to that plat recorded February 11, 2004 as Plat No. 1106:
PIDN: 22-41-16-34-2-75-001

- And the following Public-Right-of-Ways:
1. South King Street
 2. East Simpson Avenue
 3. South Willow Street
 4. East Pearl Ave
 5. The alley contiguous with and south of the Owner Property

(collectively the “**Town Properties**”);

WHEREAS the Parties hereto anticipate one or more development projects on their respective properties, which for each Party and each development project may include erection of a construction crane that will, from time to time, swing through a portion of the airspace above the other Parties property (each development project a “Project,” together “Projects”);

WHEREAS, the Parties thus desire to enter into this reciprocal Agreement to ensure orderly and efficient development for each Party’s Properties subject to this Agreement;

WHEREAS the Owner means Big Mountain Enterprises, LLC and any employee, contractor, subcontractor, assign, licensor, or other person having a direct or indirect contract with Big Mountain Enterprises, LLC, or with any other contractor or subcontractor of Big Mountain Enterprises, LLC, who has been hired to assist Owner with development of their Properties; and

WHEREAS the Town means the Town of Jackson and any employee, contractor, subcontractor, assign, licensor, or other person having a direct or indirect contract with the Town of Jackson, or with any other contractor or subcontractor of the Town of Jackson who has been hired to assist Town with development of their Properties;

WHEREAS in accordance with the terms of this Agreement, each Party agrees to grant the other permission to swing one or more Cranes within the airspace above their Properties subject to this Agreement in accordance herewith; and

NOW THEREFORE in consideration of the mutual covenants herein contained, and the Recitals above, which are true and correct and are incorporated herein as if repeated in their entirety below by the parties hereto, the parties agree as follows:

1.0 GRANT OF RIGHT TO TEMPORARILY USE AIRSPACE

- 1.1 Each Party hereby grants to the other a temporary, non-exclusive right to utilize that portion of the airspace above their respective Property depicted and set forth in Exhibits A and A-1, made a part hereof by this reference, (together and individually “**Airspace**”), for the anticipated presence and use of a Crane or any part of a Crane including but not limited to the jib and counter- jib (collectively, the “**Crane**”), as depicted Exhibits A and A-1, through their respective Airspace from time to time for the purpose of constructing one or more Projects, subject to the terms and conditions contained in this Agreement.
- 1.2 This Agreement only grants each Party rights within the Airspace depicted in Exhibits A and A-1 and not the airspace of any other property owned by the Parties.
- 1.3 The Airspace is generally depicted on Exhibits A and A-1. Both Parties shall have the right to make non-material modifications to the Airspace and any such non-material modifications shall automatically amend the location of the Airspace without any further action on the part of the Parties.

2.0 EFFECTIVE DATE; TERM

- 2.1 Effective Date. This Agreement shall be effective upon recordation of a memorandum of this Agreement.
- 2.2 Commencement Dates. A separate and independent term (each, a "Term") shall commence under this Agreement upon the erection of a Crane for each Property (each such date of issuance, a "Commencement Date"). For the avoidance of doubt:
 - 2.2.1 A separate Commencement Date, and a corresponding separate Term, shall arise upon the erection of a Crane for each Property subject to this Agreement; provided the express limitation that a single Property shall not be subject to more than one Commencement Date even if more than one Crane is erected for that Property; and
 - 2.2.2 The erection of multiple Cranes across the Properties may result in multiple Terms running concurrently, consecutively, or in overlapping periods, each governed independently by this Section.
- 2.3 Expiration of Each Term. Each Term shall commence on its respective Commencement Date and shall expire four (4) years after the date the Crane is erected on a Property.
- 2.4 Effect of Multiple Terms. The expiration of any one Term shall not affect the continued effectiveness of any other Term then in effect. This Agreement shall remain in full force and effect with respect to a Property, and as between the parties, for so long as any Term remains in effect, and shall terminate in its entirety only upon the expiration of the last Term to expire across all Properties.
- 2.5 Effect of Expiration of a Term on Future Cranes. Upon the expiration of a Term with respect to a Property, the right of the Town or Owner, as the case may be, to have a Crane from that Property swing over another Property subject to this Agreement extinguishes completely, and no subsequently erected crane grants the rights provided herein. This restriction shall apply to each Property individually upon the expiration of the Term applicable to that Property. A Notice of Termination shall be recorded against the Property for which a Term has expired at the sole expense of the Party that owns the applicable Property.

3.0 FEES AND SECURITY

- 3.1 As consideration for the Airspace each Party shall pay the other an annual fee in the amount of SIX HUNDRED DOLLARS (\$600.00). Such annual fee is due, without pro rating, upon the Commencement Date and on each anniversary of the Commencement Date thereafter during the Term.
- 3.2 Upon issuance of a building permit for a Project and prior to placing a Crane on its Property, the developing Party shall deliver to the other a letter of credit in the amount of ONE HUNDRED THOUSAND DOLLARS (\$100,000.00) (“Letter of Credit”) as security for the Party’s obligations under this Agreement. Said Letter of Credit must be valid throughout the Term of this Agreement and allow the applicable Party to draw on the Letter of Credit in the event of need pursuant to:
 - (a) Section 10 (Emergency Conditions);
 - (b) Section 11 (Damage to Party Property);
 - (c) Section 12 (Remedies); and
 - (d) Defaults under this Agreement.

3.3 If the applicable Party is not in default under this Agreement the other shall release the Letter of Credit upon the expiration of the Term.

4.0 PARTY REPRESENTATIVES

- 4.1 Town hereby designates the Public Works Director to act as its representative for the performance of this Agreement. The Town’s representative shall have the power to act on behalf of the Town for all purposes under this Agreement. If for any reason the Town’s representative is unavailable to execute performance under this Agreement, the Town further agrees to provide written notice, in accordance with Section 17 (Notice), of an alternate representative authorized to act on behalf of the Town.
- 4.2 Owner hereby designates the Kelly Lockhart, to act as its representative for the performance of this Agreement. The Owner’s representative shall have the power to act on behalf of the Owner for all purposes under this Agreement. If for any reason the Owner’s representative is unavailable to execute performance under this Agreement, the Owner further agrees to provide written notice, in accordance with Section 17 (Notice), of an alternate representative authorized to act on behalf of the Owner.
- 4.3 Representative contact information is as follows:

TOWN:	OWNER:
Public Works Director	
Johnny Ziem	Kelly Lockhart
P.O. Box 1687	PO Box 1513
Jackson, WY 83001	Jackson, WY 83001
jziem@jacksonwy.gov	Kelly.lockhart@me.com
307 739-3079 ext 1401	307.730.9155

5.0 CONDITIONS

- 5.1 The Owner and Town covenant, acknowledge, and agree that this Agreement and the Parties’ exercise of the rights granted in this Agreement are subject to the following terms and conditions:
- 5.1.1 In no event shall either Party operate the Crane at any time to swing, load, unload, or hoist any objects, materials or other live loads over any portion of the other Party’s or within any Airspace that is occupied by persons.
- 5.1.2 Prior to the installation and operation of the Crane, each Party shall have an approved construction management plan.
- 5.1.3 Both Parties covenant and agree that prior to the installation and operation of the Crane they shall obtain all necessary approvals and permits for the Crane from any and all applicable government authorities and agencies.
- 5.1.4 Both parties covenant and agree to ensure that they erect, operate, dismantle, and remove any Crane and perform all work permitted by this Agreement and complete all engineering and other inspections in accordance with all codes, laws, rules, and regulations prescribed by all governmental or other authorities having jurisdiction with respect to such matters and in accordance with prudent construction operating procedures.
- 5.1.5 Both parties agree to cooperate with the other Party to accommodate the other Party’s requirements with respect to the other Party’s use of their Property and Airspace provided such does not unreasonably interfere with the use of the Airspace by the other Party as provided herein. This includes temporarily ceasing operation of the Crane or limiting their use if required by the other Party acting reasonably.
- 5.1.6 The issuance of this Agreement does not supersede any approvals required by the Town of Jackson or any department thereof associated with the development and/or construction processes.
- 5.1.7 When not in use, any Crane shall be secured in accordance with the written procedures of the Crane’s manufacturer subject to compliance with the requirements of any and all laws applicable thereto.
- 5.1.8 The Parties must contact the electricity provider to make any arrangements the provider may reasonably require to have overhead electrical lines de-energized or relocated, at no cost of the other Party, prior to commencing work.
- 5.1.9 Neither Party shall release, deposit, discharge, place, or dispose of any toxic materials, substances, pollutants, contaminants, or wastes into the environment or at, on, or near the Airspace or the other Party’s Property in contravention of any applicable laws whether into the air, land, surface water or groundwater, at any time. If any discharge, leakage, spillage, emission, or pollution of any type occurs, the Party responsible, whether directly or indirectly for such discharge leakage, spillage emission, or pollution shall provide immediate notice to the other Party and, at its sole cost and expense, undertake all appropriate actions to remediate the affected property.

- 5.1.10 The Crane shall be operated in a way as to minimize interference with the reasonable use or enjoyment of the Airspace and the other Party's Property.
- 5.1.11 Both Parties agree and covenant to secure any Crane at all times so as to prevent unauthorized access to it and use of it.
- 5.1.12 Both Parties agree and covenant that they will only permit personnel who are trained, qualified, and certified according to all applicable laws, regulations, and standards to erect, operate, supervise, signal, dismantle, and remove any Crane.
- 5.1.13 Both Parties shall cease all use of the other's Airspace and shall dismantle and remove the Crane as soon as it is commercially feasible to do so after its use is no longer needed for completion of the Project.
- 5.1.14 Both Parties agree to not permit Crane loads to be left over the other's Property when the Crane is not in active use.
- 5.1.15 Both Parties shall ensure prudent construction practices to minimize dust and debris falling on the other's Property from the operation of the Crane, and owner of the Property with the Crane on it shall be responsible for promptly cleaning up and removing any debris falling onto the other's Property from the Crane's operation.
- 5.1.16 The Crane shall not be used to load or unload any materials on any portion of the other's Property, unless authorized through another executed agreement.
- 5.1.17 The Crane shall not be used to transport any loads across the other Party's Property, unless authorized through another executed agreement.

6.0 NO REPRESENTATION OR WARRANTY

- 6.1 Neither Party makes any representation or warranty with respect to the condition or suitability of the Airspace for the other Party's intended use.

7.0 INDEMNITY

- 7.1 Both Parties agree to defend, indemnify, and hold harmless the other Party and its, its elected officials (as applicable), employees, agents, and contractors from and against any and all liability, claims, damages, losses, expenses, and costs (including without limitation costs and fees of litigation, arbitration, mediation, and professional services) of every nature arising out of or in connection with the presence (in whole or in part), installation, use, operation, and/or dismantlement of a Crane on the other Party's property to the extent arising from the indemnifying party's acts, omissions, contractors or Crane operations. Both Parties also agree to defend, indemnify, and hold harmless the other Party for any claims or causes of actions alleged to have been caused by the other Party's acts and/or omissions. The indemnification obligation under this paragraph shall not be limited in any way by any limitation on the amount or type of damages, compensation, or benefits payable by or under workers' compensation acts, disability benefit acts, or other employee benefit acts.
- 7.2 The obligation of the Parties to hold harmless, defend, and indemnify the other Party, its elected officials (as applicable), employees, agents and contractors, under this Agreement, shall not and does not confer upon the indemnifying party any right or authority to settle or take any steps, proceedings or do anything in the name of the other party, in respect of any claim, demand, action or proceeding which may be brought against the non indemnified party and in respect of which the indemnifying party is obligated to indemnify the other party.
- 7.3 The Owner covenants and agrees that it shall take all steps necessary to avoid construction liens being registered against title to the Town Property as a result of the activities of the Owner in connection with the Crane. The Owner shall indemnify and save harmless the Town from and against all actions, causes of action, claims, demands and expenses whatsoever which the Town may incur as a result of the registration of any such construction liens. In the event of the registration of any such construction liens, the Owner covenants and agrees that within ten (10) days of receiving notice of a lien it will either take reasonable steps to discharge and vacate the same from title, or, in the alternative, commence the appropriate application seeking relief to vacate and discharge the same and shall post the requisite surety bond in an amount sufficient to remove the lien from the Town Property.
- 7.4 Nothing in this provision shall be considered to increase or otherwise waive any limits of liability, or to waive any immunity, established by Wyoming Statutes, case law, or any other source of law.
- 7.5 The parties hereby expressly declare that it is neither their intention nor their agreement that any arrangements between them shall constitute or be deemed to constitute the Owner and the Town as partners, joint venturers, or agents of each other.

8.0 RELEASE AND WAIVER

- 8.1 Each Party hereby releases and forever discharges the other, its elected officials, (as applicable) employees, agents and contractors, of and from any and all claims, actions, causes of action and other proceedings and any liability for damages, costs and expenses for or relating to any loss which the other may suffer arising solely from the authorized presence and swing of the Crane within the Airspace, the installation, use, operation and/or dismantlement of the Crane, including

any work undertaken by the Owner or the Town, its contractors or agents as permitted by this Agreement, except i) as set forth in Section 11 and ii) that this release and waiver shall expressly exclude claims arising from negligence, gross negligence, wilful misconduct, or breach of contract, unreasonable interference, and the bad faith exercise or contractual rights under this Agreement. Nothing in this section releases claims arising from improper or unreasonable exercise of rights under Section 10.

9.0 INSURANCE

- 9.1 Each Party, covenants to take out and keep in full force and effect throughout the Term of this Agreement, as applicable to each party, and until the Crane is removed from the Owner Property or Town Property, the following insurance which shall specifically include the risks and potential liability resulting from the use and/or operation (including the erection and dismantlement) of the Crane within the Airspace:
- 9.1.1 Commercial General Liability insurance applying to all operations of the Owner which shall include coverage for bodily injury liability, property damage liability, completed operations liability, contractor's protective liability, contractual liability, and non-owned vehicle liability.
 - 9.1.2 Such policy shall be written with limits of not less than TEN MILLION DOLLARS (\$10,000,000) exclusive of interest or costs, per occurrence and shall include the Town as an additional insured.
- 9.2 In lieu of either Party obtaining such insurance, it may provide to the other Party a certificate of insurance including the policy endorsements, proving that the general contractor, Party, or some combination of thereof, has(ve) taken out such insurance. All terms and conditions of this Section 9 apply equally to the general contractor if they obtain (in full or part) the insurance required hereunder.
- 9.3 Such policies shall not be terminated, cancelled, or materially altered unless written notice, by registered mail, of such termination, cancellation, or material alteration is given by the insurer(s) to the other Party not carrying the insurance at least thirty (30) days before the effective date thereof.
- 9.4 All policies of insurance stipulated herein shall be with insurers that have a rating which meet the requirements of the non insuring Party, acting reasonably.
- 9.5 Each Party shall deposit with the other, simultaneously with its beginning of the applicable Term, a certificate of insurance setting out the requirements of this Section.
- 9.6 Each Party shall file a renewal certificate with the other Party not later than one (1) month before the expiration date of any policy provided pursuant to this Agreement, during the applicable Term until the expiration of the applicable Term. In the event that such renewal certificate is not received, the other Party shall be entitled to terminate this Agreement.
- 9.7 The issuance of such a policy of insurance shall not be construed as relieving either Party from the responsibility for other or later claims, if any, for which it may be held responsible.

10.0 EMERGENCY CONDITIONS

- 10.1 If either Party deems in their reasonable opinion that an emergency exists as a result of the Crane being or possibly becoming a hazard or a source of danger to the health and safety of the public, such Party shall immediately notify the other of the hazard and/or danger. Either Party may require the other via written or oral notice, within a time specified by the notifying Party, to take certain measures that they deem necessary, which shall be set forth in the notice, to remove the hazard, danger, or potential danger created by the Crane. Notwithstanding anything contrary herein, both Parties acknowledge that such measures may include requiring the other Party to: 1) limit the use of the Crane; 2) cease operation of the Crane; and 3) remove the Crane. Both Parties agree that they will comply immediately with such requirements. If a Party fails to comply as requested and within the time specified by the other Party, then the notifying Party may take the necessary measures on behalf of the other Party, without further notice to the other Party. Where a Party takes any action under this Section, the expenses incurred by such Party so doing shall be promptly repaid by the other Party within thirty (30) days of the written notice being provided of the expenses owing. If the expenses are not paid within thirty (30) days of the notice of how much is owing, such expenses may be drawn from the Letter of Credit with no further notice to the other Party. If the Letter of Credit is insufficient to pay the outstanding amount, it will become a debt due and may be collected from the other Party in any manner permitted by law.

11.0 DAMAGE TO PARTY PROPERTY

- 11.1 Each Party agrees that in the installation, operation, placement, dismantlement, and removal of the Crane, the Party erecting the Crane shall ensure that no damage is caused by such Party to any part of the other Party's property. In the event there is damage caused by the Crane to the other Party's property, the damaged party shall provide the damaging party written notice of the alleged damage and a reasonable opportunity to repair the alleged damage. Repairs shall

be limited to those reasonably necessary to restore the property to substantially its prior condition. If the damaging Party fails to comply as requested and within the time specified by the notice, then the damaged Party may take the necessary measures to repair the damage on behalf of the damaging Party, without further notice. Where the damaged Party takes any action under this Section, the expenses incurred by the damaged Party in so doing shall be promptly repaid by the damaging Party within thirty (30) days of the written notice to the damaging party of the expenses owing. If the expenses are not paid within thirty (30) days of the notice of how much is owing, such expenses may be drawn from the Letter of Credit with no further notice to the damaging Party. If the Letter of Credit is insufficient to pay the outstanding amount, it will become a debt due to the damaged Party and may be collected from the damaging Party in any manner permitted by law.

- 11.2 Insurance Coordination. Each party shall promptly notify its insurers of any claim for damage to their property that may be covered by insurance. Nothing in this Agreement is intended to limit either Party's right to pursue available insurance coverage. The Parties shall cooperate in good faith in the adjustment of any insured loss.
- 11.3 No double Recovery. The damaged Party shall not recover more than the actual amount of its uninsured loss. Any amounts recovered from insurance proceeds (other than deductibles, self-insured retentions, or amounts not covered by insurance) shall reduce dollar-for-dollar any amount otherwise recoverable from the damaging Party under this Agreement.
- 11.4 Deductibles and Uninsured Loss. Nothing herein shall prevent the damaged Party from recovering reasonable deductibles, self-insured retentions, uninsured losses, or damages not compensated by insurance to the extent otherwise recoverable under this Agreement.
- 11.5 Letter of Credit. The damaged Party shall not draw upon the Letter of Credit for any amount that is reasonably disputed in writing by the damaging Party until the Parties have resolved the dispute by written agreement or a final judgment or arbitration award, except that undisputed amounts may be drawn upon after the expiration of the applicable payment period.

12.0 REMEDIES

- 12.1 In the event that a Party is in default of any of the terms in this Agreement the non-defaulting Party may deliver to the defaulting Party written notice of such default which written notice shall specify the default. The defaulting Party agrees to either cure such default within five (5) business days after receipt of written notice or where such default cannot be cured within five (5) business days, to give written notice to the non-defaulting Party within such five (5) business day period of a methodology acceptable to the non-defaulting Party acting reasonably and based upon best practices (including a proposed timetable for implementation or completion of same, as the case may be, certified by the defaulting Party's consultants where necessary), to remedy such default. In the event that the default is not cured within the five (5) business day period or the methodology is not acceptable to the non-defaulting Party acting reasonably, without further notice to the defaulting Party, the non defaulting Party may, in its absolute discretion, make any payment, carry out any work, cause such work to be carried out or do any other thing which is the obligation of the defaulting Party to do under this Agreement and the Defaulting Party shall within thirty (30) days of receiving written notice (notifying it of the amount owing), reimburse the non defaulting Party in full for all sums so paid, including any and all costs and expenses incurred by the non defaulting Party in carrying out any such work or doing such things. If the costs and expenses are not paid to the non defaulting Party within thirty (30) days of receiving written notice, such amount may be drawn from the Letter of Credit with no further notice to the defaulting Party. If the Letter of Credit is insufficient to pay the outstanding amount, it will become a debt due to the non defaulting Party and may be collected in any manner permitted by law.
- 12.2 The costs and expenses incurred by the non defaulting Party and referred to in clause a) hereof and Section 10 (Emergency Conditions) may include, but are not limited to, the wages and benefits paid to or in respect of any employees or contractors of the non defaulting Party in respect of the time during which such employees were employed with the non defaulting Party, supervising or administering the carrying out of such work or things and the replacement cost of any materials owned by the non defaulting Party and used in connection with the same and any amount equivalent to the amount that would have been the reasonable rental cost of any non defaulting Party owned equipment used in that connection if the same were not owned by the non defaulting Party, as well as any other costs or expenses incurred by the non defaulting Party.
- 12.3 In the event that:
 - 12.3.1 a default is not cured within five (5) business days after receipt of written notice of such default and such methodology is not provided by the defaulting Party within the five (5) business day period; or
 - 12.3.2 the defaulting Party fails to diligently pursue the remedy to such default as proposed in the methodology; or
 - 12.3.3 the defaulting Party fails to make payment to the non defaulting Party within thirty

(30) days after receipt of written notice indicating the costs and expenses owing to the non defaulting Party
the non defaulting Party may terminate this Agreement and/or all rights granted hereunder by written notice of termination.

13.0 AGREEMENT TO ENTER

13.1 For the purposes of permitting the respective Party to carry out any of its rights and remedies under this Agreement or at law, during the Term, the Parties hereby grant to each other an irrevocable right to enter upon and access their Properties, upon twenty-four (24) hours’ written notice , unless the Party is acting in accordance with Section 10 (Emergency Conditions) in which case no notice is required to be given.

14.0 NO INTEREST

14.1 Both Parties acknowledge and agree that the permission hereby granted cannot and does not create or grant any interest or easement in, over, or upon the other Party’s Property.

15.0 EXTENSION OF TIME

15.1 Either Party may, in its discretion, grant such extensions of time as it deems reasonable or necessary for the performance of the other Party’s obligations under this Agreement, provided however, that no such extension nor any other indulgence granted , or any neglect, refusal or failure to enforce any of the terms and conditions of this Agreement, either in a timely manner or at all, or to take any other remedy shall in any way act as a waiver of the obligations of that Party under any and all terms of this Agreement.

16.0 SEVERABILITY

16.1 If a Court finds any provision of this Agreement to be invalid or unenforceable, such finding shall not render the entire agreement void or unenforceable. If feasible, the offending provision shall be deemed modified within the limits of enforceability or validity. If the offending provision cannot be modified, it shall be stricken and all other provisions of this Agreement in all other respects shall remain valid and enforceable.

17.0 NOTICE

17.1 Any notice required or authorized to be given hereunder shall be deemed to have been given when either personally delivered or three (3) business days after deposit in the United States mail, certified, postage pre-paid, and addressed as follows:

TOWN:	OWNER:
Town Clerk	Kelly Lockhart
P.O. Box 1687	P.O. Box 1513
Jackson, WY 83001	Jackson, WY 83001
clerk@jacksonwy.gov	Kelly.lockhart@me.com
307 733-3932	307 730-9155

All notices hereunder shall include a courtesy copy sent via email to the email address provided above.

Either party may, at any time by notice given in writing to the other party, change the address for service of notice.

18.0 ASSIGNMENT

18.1 This Agreement shall not be assigned or transferred without the express written consent of the other Party, not to be unreasonably withheld or delayed.
18.2 Neither Party shall assign its interest in the other Party’s Airspace without the express written consent of the owner of such Airspace, not to be unreasonably withheld or delayed.

19.0 SUCCESSORS AND ASSIGNS

19.1 This Agreement shall be binding upon and inure to the benefit of the parties hereto, their heirs, legal representatives, successors, and permitted assigns unless voluntarily terminated upon written agreement by the parties, or their heirs, legal representatives, successors, and permitted assigns.

20.0 EXTENDED MEANINGS

20.1 In this Agreement, words, terms, and provisions which are in the singular shall be read as including the plural, the plural shall include the singular, as the case may be and the context require.

21.0 GOVERNMENTAL IMMUNITY

21.1 The Town does not waive its governmental immunity by entering into this Agreement, and fully retains all immunities and defenses provided by law with respect to any action based on or occurring as a result of this Agreement.

22.0 HEADING FOR CONVENIENCE ONLY

22.1 The division of this Agreement into articles and clauses is for convenience only and shall not affect the interpretation or construction of this Agreement.

23.0 ENTIRE AGREEMENT

23.1 This Agreement, including any exhibits attached hereto, shall constitute the entire agreement between the parties as to the subject matter hereof, and not prior or separate understandings or agreement between the parties are merged into this Agreement. This Agreement shall not be modified or amended except by written agreement executed and dated by both parties.

24.0 ADDITIONAL DOCUMENTS AND ACTS

24.1 Each party agrees to execute and deliver such additional documents and instruments and to perform such additional acts as may be necessary or appropriate to effectuate, carry out and perform all of the terms, provisions, and conditions of this Agreement and the transactions contemplated hereby.

25.0 GOVERNING LAW, JURISDICTION, CONSTRUCTION

25.1 This Agreement shall be construed, 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 of America for the District of Wyoming. This Agreement was negotiated by both parties hereto. As such, it shall not be construed against or in favor of any party by virtue of which party drafted it or any portion thereof.

26.0 RECITALS PART OF AGREEMENT

26.1 The representations, covenants and recitations set forth in the Recitals are material to this Agreement and are hereby incorporated into and made a part of this Agreement as though they were fully set forth herein.

27.0 COUNTERPARTS, ELECTRONIC SIGNATURES

27.1 This Agreement may be executed simultaneously in two or more counterparts, each of which shall be deemed an original and all of which, when taken together, constitute one and the same document. The signature of any party to any counterpart shall be deemed a signature to, and may be appended to, any other counterpart. Counterparts may be delivered via electronic mail (including pdf or any electronic signature complying with the federal ESIGN Act of 2000, e.g., www.docusign.com) or other transmission method, and any counterpart so delivered shall be deemed to have been duly and validly delivered and be valid and effective for all purposes. At the request of either party, each party agrees to execute an original of this Agreement as well as any facsimile or other reproduction hereof.

28.0 WAIVER

28.1 A waiver by the either party regarding the breach of any of the provisions of this Agreement shall not bar the right of the other party to enforce the terms of this Agreement.

29.0 AUTHORITY TO EXECUTE

29.1 It is acknowledged that the parties hereto have the authority to enter into this Agreement, that none are bound by any previous agreement that adversely affects this Agreement, and that they are not subject to any restriction or limitation that would prevent them from performing their duties and obligations hereunder.

30.0 RECORDATION

30.1 A memorandum of this Agreement shall be recorded in the Teton County Clerk's Office of Land Records against each Property, at the sole expense of the respective Party.

31.0 TERMINATION

31.1 If no Commencement Date has occurred with respect to a Property subject to this Agreement within twenty-five (25) years of recordation, this Agreement shall terminate with respect to that Property, be void, and of no further effect with the respective Parties released of all rights and obligations pursuant to it. A Notice of Termination of Agreement shall be recorded against the respective Property(ies), at the sole expense of the Party that owns the applicable Property(ies).

31.2 Upon the expiration of each Term commenced pursuant to this Agreement, a Notice of Termination of Agreement shall be recorded against the respective Property(ies), at the sole expense of the Party that owns the applicable Property(ies).

IN WITNESS WHEREOF, the parties have hereunto set their hands to be effective as of the last date signed below.

BIG MOUNTAIN ENTERPRISES, LLC,

A Wyoming limited liability company

By: Kelly Lockhart

Title: Manager

Date: _____

STATE OF WYOMING)
) ss
COUNTY OF TETON)

On this _____ day of _____, 2026, before me, the undersigned Notary Public, personally appeared Kelly Lockhart for Big Mountain Enterprises, LLC, a Wyoming limited liability company, and known to me, or proven by satisfactory evidence, to be the manager of the company that executed the foregoing instrument and acknowledged said instrument to be the free and voluntary act and deed of the company, by authority of Statute, its articles of organization or its operating agreement, for the uses and purposes therein mentioned, and on oath stated that such person is authorized to execute said instrument on behalf of the limited liability company.

Notary Public

TOWN OF JACKSON,

A municipal corporation
of the State of Wyoming

BY: Arne O. Jorgensen, Mayor

ATTEST: _____, Town Clerk

Date: _____

STATE OF WYOMING)
) ss
COUNTY OF TETON)

On this __ day of _____ 2026, before me personally appeared Arne O. Jorgensen, known to me or satisfactorily proven to be the person whose name is subscribe to the foregoing instrument, and who, being duly sworn, acknowledged that he executed the same as Mayor of the Town of Jackson, Wyoming, a municipal corporation of the State of Wyoming, and that he executed the same on behalf of said municipal corporation pursuant to authority duly granted.

Notary Public

Exhibit A
(Owner Properties)

Legal Description:

Street Address: 120 East Pearl Avenue, Jackson Wyoming

Legal Description: Lot 2 and 3 of Block 5, First Cache Creek Addition, Plat No.102, as recorded in the Office of the Teton County, Wyoming Clerk on July 18, 1905

PIDN: 22-41-16-34-2-07-001



Legal Description:

Street Address: 110 East Pearl Avenue, Jackson, Wyoming

Legal Description: Lot of Block 5, First Cache Creek Addition, Plat No. 102, as recorded in the Office of the Teton County, Wyoming Clerk on July 18, 1905

PIDN: 22-41-16-34-2-07-002



Legal Description:

Street Address: 115 East Pearl Avenue, Jackson, Wyoming.

Legal Description: Unit 100, unit 200, Unit 201, Unit 300, Unit 301 and Unit 302 of the 115 E. Pearl Condominium Addition to the Town of Jackson, Plat 1398 as recorded in the Office of the Teton County, Wyoming Clerk on February 13, 2019

PIDN: 22-41-16-34-2-87-004



Exhibit A1
(Town Properties)

Legal Description:

Street Address: 150 E. Pearl Ave, Jackson Wyoming

Legal Description: Lot 1, Block 5, Cache Creek Third Addition, Plat No. 605, as recorded in the Office of the Teton County, Wyoming Clerk on May 15, 1986

PIDN: 22-41-16-34-2-07-004



Legal Description:

Street Address: 155 East Pearl Avenue, Jackson, WY

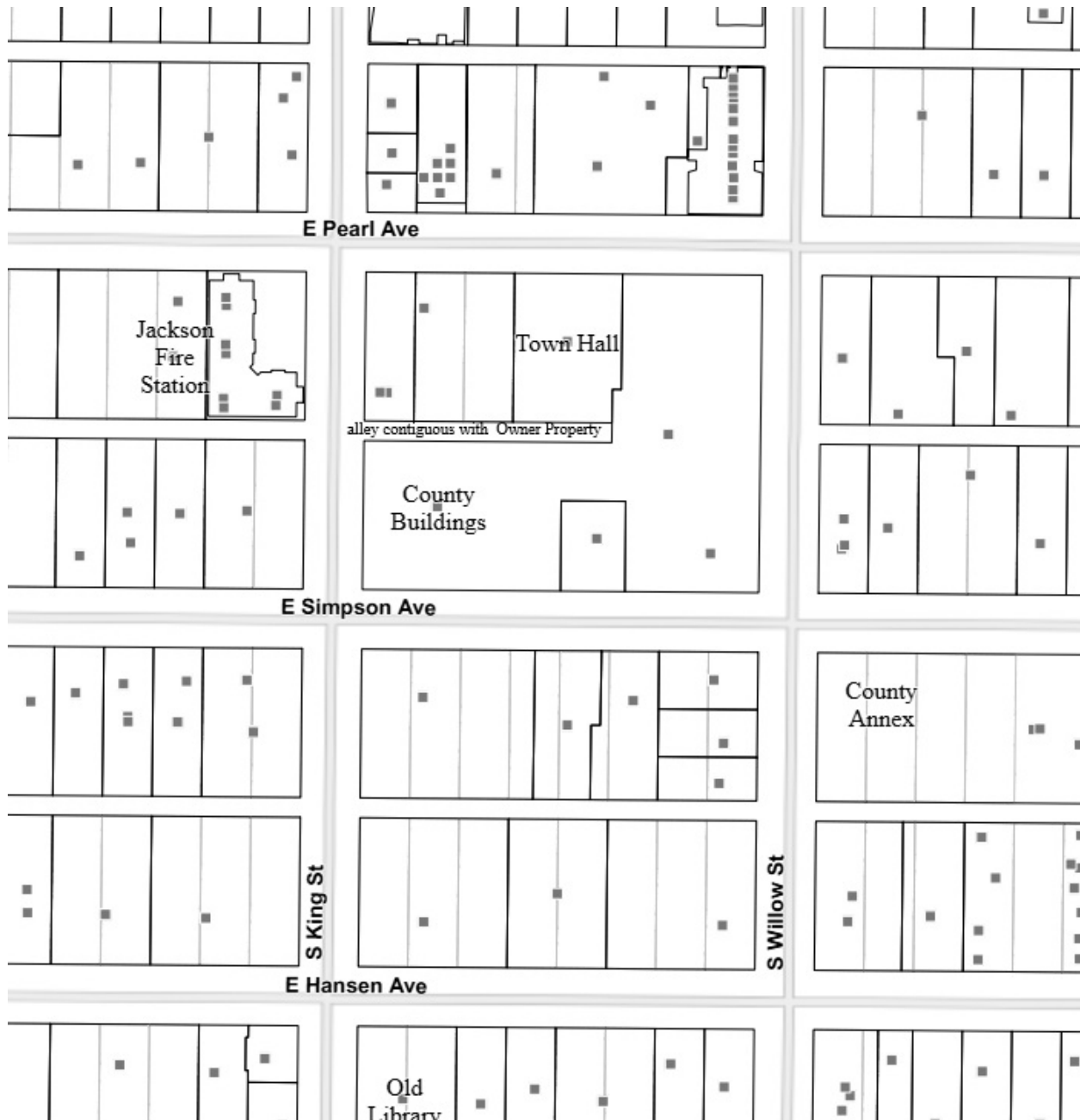
Legal Description: Lot 3 Pearl and Willow Amended Addition to the Town of Jackson, Teton County, Wyoming, according to that plat recorded February 11, 2004 as Plat No. 1106:

PIDN: 22-41-16-34-2-75-001



And the following Public Right-of-Ways:

1. South King Street
2. East Simpson Avenue
3. South Willow Street
4. East Pearl Ave
5. The alley contiguous with and south of the Owner Property



STAFF REPORT



Meeting Date:	July 6, 2026	Meeting Title:	Regular Council Meeting
Submitting Department:	Internal Services	Presenter:	Lynsey Lenamond
Agenda Item:	Application for Transfer of Ownership of a Retail Liquor License at 1055 W. Broadway Ave.	Public Comment:	Yes

Purpose or Policy Considerations.

The purpose of this item is to consider an application for a transfer of ownership of a Retail Liquor License at 1055 West Broadway Avenue. The Town Council is the local liquor licensing authority with the ability to regulate liquor licenses within the corporate limits of the Town of Jackson.

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 before the Town Council. Additionally, staff presentation, public comment, Council discussion, and any voting will take place during this hearing on the application. The procedure for this item is as follows:

1. The Mayor opens the public hearing.
2. The Mayor calls for the staff presentation on the application.
3. The Mayor calls for any and all public comment, protest comment included.
4. Council discusses the application.
5. The Mayor calls for a motion on the application and the vote on the motion.
6. The Mayor closes the public hearing.

Recommendations.

Staff recommend approval of this application. The application has been reviewed against all applicable Wyoming statutory criteria and no basis for denial has been identified.

Background.

On June 8, 2026, staff received an application from ABS WY LLC for a transfer of ownership of a Retail Liquor License. With approval, the Retail License will change ownership to the new LLC and continue operations as they currently are at the same location at 1055 West Broadway Avenue. The application was reviewed by relevant Town and Joint Departments as well as the Wyoming Liquor Division. No concerns were raised through that review process.

Analysis & Key Policy Questions.

Staff reviewed this application against each of the statutory criteria below and finds no basis for denial. The Town Council should consider the following from Wyoming Statute §12-4-104(b) regarding the transfer of a liquor license:

(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.

Staff find that this application satisfies all five criteria.

Possible Alternatives.

The public hearing must be conducted or at least opened at this Council meeting. Alternatives to that include:

1. Continue the public hearing to gain further public comment or information on issues related to the findings.
2. Deny the application.

Staff does not recommend either alternative based on the application as submitted.

Comprehensive Plan & Priority Alignment.

This application relates to the Comprehensive Plan under:

Principle 8.1 – Maintain current, coordinated service delivery.

- Policy 8.1.a, the delivery of quality levels of service to the community.

It also relates to the health, safety and welfare of the community as discussed in section 8.

Fiscal Impact.

Upon approval, ABS WY LLC will pay a transfer fee of \$100, the amount set by Wyoming Statute. This fee will be deposited in the Town's General Fund. There is no ongoing fiscal impact associated with this action beyond the Town's standard liquor license administration activities.

Staff Impact.

The impact on the Clerk's office will total approximately 4 hours, including time spent with the applicant reviewing the license and application requirements, processing the application, reviewing the application and license with the Wyoming Liquor Division, and preparing the license. The Town Attorney, Administration, Planning and Building, and Fire Department spent time reviewing the application as well.

Attachments or Links.

Application for Transfer of Ownership of a Liquor License.

Suggested

Motion.

Having considered Wyoming Statute 12-4-104(b) statutory factors for this application, I move to approve the application from ABS WY LLC for a transfer of ownership of a retail liquor license for operation at 1055 W. Broadway Ave., subject to the following conditions, and further direct the Town Clerk's office to issue the license upon confirmation that the conditions of approval have been met within the timeframe set forth in Wyoming Statute 12-4-103(a)(iv):

1. The Clerk's office shall not issue the license until all required Town licenses and permits have been obtained.
2. Any additional minor corrections deemed necessary by staff and the Wyoming Liquor Division.

**NEW OR RENEWAL
LIQUOR LICENSE OR
PERMIT APPLICATION**

(State of Wyoming-County and Municipal Jurisdictions)

FOR LIQUOR DIVISION USE ONLY			
Customer #:			
Transf. from:			
1 st Reviewer:		/	/
2 nd Reviewer:		/	/

CLERK SECTION: Completed by City / Town / County Clerk		Local License #	
Filing In Jurisdiction:		Date filed with clerk: <u>6.8.26</u>	
☒ CITY or TOWN OF: <u>Jackson</u>		Advertising Dates: (Minimum 2 Consecutive Weeks Prior to Hearing) <u>6/24/26 & 7/1/26</u>	
☐ COUNTY OF: _____		Public Hearing Date: <u>7.6.26</u>	
Fees		Publishing Fee: \$ <u>100.00</u>	
Annual License Fee: \$ _____		Publishing Fee Direct Billed to Applicant: ☐	
Prorated License Fee: \$ _____			
Transfer Fee: \$ <u>100.00</u>			
License Term: <u>7</u> / <u>1</u> / <u>26</u> Through <u>3</u> / <u>31</u> / <u>27</u>			
Month / Day / Year		Month / Day / Year	
LICENSING AUTHORITY CLERK: BEGIN ADVERTISING PROMPTLY!			
PER W.S. 12-4-104(d): IMMEDIATELY FORWARD A COPY OF THE APPLICATION AND ALL ATTACHEMENTS TO THE DIVISION. NO LICENSING AUTHORITY SHALL APPROVE OR DENY AN APPLICATION UNTIL THE LIQUOR DIVISION HAS CERTIFIED THE APPLICATION IS COMPLETE.			
SECTION 1: APPLICANT & LOCATION INFORMATION			
Applicant (Business Name): <u>ABS WY LLC</u>			
Doing Business As (DBA) / Trade Name: <u>On the Run</u>			
Building to be licensed / Building Address: <u>1055 W Broadway</u>			
(Address Number, and Suite or Unit Number, and Street or Road Name)			
<u>Jackson</u> <u>WY</u> <u>83001</u> <u>Teton</u>			
City State Zip County			
Local Mailing Address: <u>1055 W. Broadway</u>			
(Address Number and PO Box, and Suite or Unit Number, and Street or Road Name)			
<u>Jackson</u> <u>WY</u> <u>83001</u> <u>Teton</u>			
City State Zip County			
Business Telephone Number: <u>307-733-4666</u> Fax Number: _____			
Business E-Mail Address: <u>absllc.wy@gmail.com, shred_9@yahoo.com</u>			
Business Primary Contact: <u>Sreedhar</u> <u>Dangatla</u>			
First Name Last Name			
SECTION 2: FILING AS (CHOOSE ONLY ONE)			
☐ INDIVIDUAL ☐ GENERAL PARTNERSHIP ☐ LP ☐ LLP ☐ LLLP ☒ LLC ☐ LC ☐ CORPORATION (INC)			
☐ NON-PROFIT CORPORATION (NCORP) ☐ POLITICAL SUBDIVISION ☐ ORGANIZATION ☐ OTHER _____			
SECTION 3: FILING FOR (CHOOSE ONLY ONE)			
☐ NEW LICENSE OR PERMIT ☐ RENEWAL OF LICENSE OR PERMIT			
☐ TRANSFER OF LOCATION ☒ TRANSFER OF OWNERSHIP* ☐ TRANSFER OF OWNERSHIP* and LOCATION			
*For a Transfer of Ownership: Attach a Form of Assignment Formerly Held by <u>PARKLAND USA CORP</u>			
SECTION 4: TYPE OF LICENSE OR PERMIT (CHOOSE ONLY ONE)			
(a) <u>Licenses and Permits Authorized for On-Premise Sales and Off-Premise Package Sales</u>			
☒ RETAIL LIQUOR LICENSE ☐ COUNTY MALT BEVERAGE PERMIT ☐ MICROBREWERY PERMIT			
☐ WINERY PERMIT ☐ WINERY SATELLITE PERMIT ☐ MANUFACTURER SATELLITE PERMIT			
(i) <u>Primary Business Type (CHOOSE ONLY ONE)</u> (W.S. 12-6-101(c)(vi))			
☐ ON-PREMISE: BAR ☒ OFF-PREMISE: PACKAGE STORE ☐ ON & OFF PREMISE: BAR & PACKAGE STORE			
(b) <u>Licenses and Permits Authorized for ONLY On-Premise Sales</u>			
☐ RESTAURANT LIQUOR LICENSE ☐ BAR AND GRILL LIQUOR LICENSE ☐ SPECIAL MALT BEVERAGE PERMIT			
☐ RESORT LIQUOR LICENSE ☐ RESORT HOTEL LIQUOR LICENSE ☐ RESORT LIQUOR LICENSE-SKI RESORT			
LIMITED RETAIL LIQUOR LICENSE (CLUB) ☐ GOLF CLUB ☐ VETERANS CLUB ☐ FRATERNAL CLUB ☐ SOCIAL CLUB			
SECTION 5: SPECIAL STATUTORY DESIGNATIONS-ONLY COMPLETE IF APPLICABLE (CHOOSE ONLY ONE)			
☐ COMMERCIAL AIRPORT (W.S. 12-4-201(d)(iv)) ☐ GOLF CLUB (W.S. 12-5-201(f)) ☐ GUEST RANCH (W.S. 12-5-201(f))			
☐ Other: _____			
SECTION 6: OPERATIONAL STATUS (W.S. 12-1-101(a)(xxi) / 12-2-301(c) / 12-4-103(a)(iv)) and to assist the Liquor Division with Scheduling Inspections)			
☐ SEASONAL MONTHS OF OPERATION: from _____ to _____ ☒ All Year (Jan-Dec)			
☐ NON-OPERATIONAL / PARKED DAYS OF WEEK OF OPERATION: from _____ to _____ ☒ Every Day (Mon-Sun)			
HOURS OF OPERATION: from <u>5:00 AM</u> to <u>10:00 PM</u> ☐ 24 Hours a Day			

ALL APPLICANTS MUST COMPLETE QUESTIONS 1-3

1. BUILDING OWNERSHIP: W.S. 12-4-103(a)(III)

Does the Applicant own or lease the licensed building?

- (a) The Applicant **OWNS** the licensed building. ☐ YES (own)
- (b) The Applicant **LEASES** the licensed building. ☒ YES (lease)

If the building is leased, attach a copy of the lease agreement and complete (i) through (iii) below:

- (i) The lease term expiration date is: Jun / 03 / 2031 ; or, ☐ Does not expire / Automatically Renews.

Note: The lease term **MUST** continue at least through the term of the liquor license or permit.

- (ii) The lease term information is located on page(s) 1 paragraph(s) 1.
- (iii) Sales provision for alcoholic or malt beverages: located, on page(s) 11 paragraph(s) b.

Note: The lease **MUST** contain a provision specifically allowing the **SALE OF ALCOHOLIC or MALT BEVERAGES**.

- (c) **RENEWAL ONLY:** The lease is current and on file with the Licensing Authority. ☐ YES ☐ NO
- (i) If NO to (c), attach a copy of the current lease agreement and complete 1.(b), (i) through (iii)

2. LIQUOR BUSINESS CONTROL: W.S. 12-4-601(b)

- (a) To operate the liquor business, has the business or license/permit been assigned, leased, transferred or contracted with any other person (entity) to operate and assert total or partial control of the license or permit or the licensed building? ☐ YES ☒ NO
- (b) If the answer was YES to 2(a) above, attach a written explanation and copies of any documents in connection therewith.

3. INTEREST IN LICENSE OR PERMIT: W.S. 12-5-401, 12-5-402, 12-5-403

Does any alcohol manufacturer, brewer, rectifier, wholesaler, or through a subsidiary affiliate, officer, director or member of any such firm:

- (a) Hold any interest in the license/permit applied for? ☐ YES ☒ NO
- (b) Furnish by way of loan or any other money or financial assistance for purposes hereof in the business? ☐ YES ☒ NO
- (c) Furnish, give, rent or loan any equipment, fixtures, interior decorations or signs other than standard brewery or manufacturer's signs? ☐ YES ☒ NO
- (d) If the answer was YES to any of the above questions, attach a written explanation and copies of any documents in connection therewith.

QUESTIONS 4-16 AND SIGNATURE PAGE: COMPLETED BY THE APPLICANT AS APPLICABLE**4. RETAIL LIQUOR LICENSE COMMERCIAL SERVICE AIRPORTS ONLY: W.S. 12-4-201(m)**

- (a) Will food and beverage services be contracted or subcontracted? ☐ YES ☐ NO
- (i) If YES, is a copy of the food and beverage contract or lease attached? ☐ YES ☐ NO
- (ii) **RENEWAL ONLY:** The contract or subcontract is current and on file with the Licensing Authority. ☐ YES ☐ NO
- (iii) If NO to (a) (ii), attach a copy of the current contract or subcontract.

5. BAR AND GRILL LICENSE OR RESTAURANT LIQUOR LICENSE ONLY: 12-4-413(a) / W.S. 12-4-407(a)Is a copy of the valid food service permit or the approved permit application attached? ☐ YES ☐ NO**6. RESTAURANT LIQUOR LICENSE-RENEWAL ONLY: W.S. 12-4-407(a) / W.S. 12-4-408**

- (a) Gross sales figures and percentages of income derived from:
- | | | |
|---------------------------------|-----------------------|---------------------|
| (Line 1) Liquor Sales: | \$ _____ | (_____ %) |
| (Line 2) Food Sales: | \$ _____ | (_____ %) |
| (Line 1 + Line 2 must = Line 3) | (Line 3) Gross Sales: | \$ _____ (_____ %) |

7. BAR AND GRILL LICENSE LIQUOR LICENSE-RENEWAL ONLY: W.S. 12-4-413(a) / W.S. 12-4-413(h),(j),(k)

- (a) Gross sales figures and percentages of income derived from:
- | | | |
|--|-----------------------|---------------------|
| (Line 1) Liquor Sales: | \$ _____ | (_____ %) |
| (Line 2) Food Sales: | \$ _____ | (_____ %) |
| (Line 3) Entertainment Sales: | \$ _____ | (_____ %) |
| (Line 1 + Line 2 + Line 3 must = Line 4) | (Line 4) Gross Sales: | \$ _____ (_____ %) |

8. RESORT LIQUOR LICENSE: W.S. 12-4-401 through W.S. 12-4-405**Does the resort complex:**

- (a) Have an actual valuation of at least one million dollars, or have committed or expended not less than one million dollars (\$1,000,000.00) on the complex, excluding the value of the land? W.S. 12-4-401(b)(i) ☐ YES ☐ NO
- (b) Include a restaurant and a convention facility; a convention facility that will seat at least one hundred (100) persons? W.S. 12-4-401(b)(ii) ☐ YES ☐ NO
- (c) Include motel, hotel or privately owned condominium, town house or home accommodations approved for short term occupancy with at least one hundred (100) sleeping rooms? W.S. 12-4-401(b)(iii) ☐ YES ☐ NO
- (d) If no on question (c), have a ski resort facility open to the general public in which has been committed or expended not less than 10 million dollars (\$10,000,000.00) on the facility? W.S. 12-4-401(b)(iv) ☐ YES ☐ NO
- (e) Will food and beverage services be contracted or subcontracted? W.S. 12-4-403(b) ☐ YES ☐ NO
- (i) If YES to (e), attach a copy of the contract or subcontract.
- (ii) **RENEWAL ONLY:** The contract or subcontract is current and on file with the Licensing Authority. ☐ YES ☐ NO
- (iii) If NO to (e) (ii), attach a copy of the current contract or subcontract.

9. RESORT HOTEL LIQUOR LICENSE: W.S. 12-4-416 / W.S. 12-4-403 through W.S. 12-4-405**Does the resort hotel:**

- (a) Have an actual valuation of at least five million dollars, or have committed or expended at least five million dollars (\$5,000,000.00) on the complex, excluding the value of the land? W.S. 12-4-416(b)(i) ☐ YES ☐ NO
- (b) Include a full-service restaurant? W.S. 12-4-416(b)(ii) ☐ YES ☐ NO
- (c) Include not less than twenty (20) sleeping rooms for short-term occupancy? W.S. 12-4-416(b)(iii) ☐ YES ☐ NO
- (d) Provide dining services to guest rooms for not less than twelve (12) hours each day? W.S. 12-4-416(b)(iv) ☐ YES ☐ NO
- (e) Provide facilities to accommodate business meetings for not less than fifty (50) participants? W.S. 12-4-416(b)(v) ☐ YES ☐ NO
- (f) Will food and beverage services be contracted or subcontracted? W.S. 12-4-403(b) ☐ YES ☐ NO
- (i) If YES to (f), attach a copy of the contract or subcontract.
- (ii) **RENEWAL ONLY:** The contract or subcontract is current and on file with the Licensing Authority. ☐ YES ☐ NO
- (iii) If NO to (f) (ii), attach a copy of the current contract or subcontract.

10. MICROBREWERY PERMIT:**WHOLESALE DISTRIBUTION: W.S. 12-2-201(a)**

- (a) Will or does the microbrewery at this location self-distribute its products or distribute through a licensed wholesaler? ☐ YES ☐ NO
- If YES to (a); contact the Wyoming Liquor Division for further information.

RENEWAL ONLY: PRODUCTION REQUIREMENTS: W.S. 12-1-101(a)(ix)

- (b) **Malt Beverage Production** Minimum barrel production required for the current license term: **50.00**
- (i) Barrels produced to date for the current license term: _____
- (ii) Variance: _____
- (c) Will the microbrewery at this location have produced at least 50 barrels (1,550 gallons) but less than 50,000 barrels (1,550,000 gallons) by the end of the current license term as required by law? ☐ YES ☐ NO
- (i) If NO to (c), attach a written explanation.

11. LIMITED RETAIL (CLUB) LIQUOR LICENSE: FRATERNAL CLUBS W.S. 12-1-101(a)(ii)(B)

- (a) Has the fraternal organization been actively operating in at least thirty-six (36) states? ☐ YES ☐ NO
- (b) Has the fraternal organization been actively in existence for at least twenty (20) years? ☐ YES ☐ NO

12. LIMITED RETAIL (CLUB) LIQUOR LICENSE: VETERANS CLUBS W.S. 12-1-101(a)(ii)(A)

- (a) Does the Veteran's organization hold a charter by the Congress of the United States? ☐ YES ☐ NO
- (b) Is the membership of the Veteran's organization comprised only of Veterans and its duly organized auxiliary? ☐ YES ☐ NO

13. LIMITED RETAIL (CLUB) LIQUOR LICENSE: GOLF CLUBS W.S. 12-1-101(a)(ii)(D) / W.S. 12-4-301(e)

- (a) Does the golf club have more than fifty (50) bona fide members? ☐ YES ☐ NO
- (b) Does the Applicant, maintain, or operate a bona fide golf course together with a clubhouse? ☐ YES ☐ NO
- (c) Is the Applicant a Political Subdivision of the state that owns, maintains, or operates this golf course? ☐ YES ☐ NO
- (i) Will food and beverage services be contracted or subcontracted? W.S. 12-4-301(e) ☐ YES ☐ NO
- (ii) If YES, is a copy of the food and beverage contract or lease attached? ☐ YES ☐ NO
- (iii) **RENEWAL ONLY:** The contract or subcontract is current and on file with the Licensing Authority. ☐ YES ☐ NO
- (iv) If NO to (c) (iii), attach a copy of the current contract or subcontract.

14. LIMITED RETAIL (CLUB) LIQUOR LICENSE: SOCIAL CLUBS W.S. 12-1-101(a)(iii)(E) / W.S. 12-4-301(b)

- (a) Does the club have more than one hundred (100) bona fide members who are residents of the county in which the club is located? ☐ YES ☐ NO
- (b) Is the club incorporated and operating solely as a nonprofit organization under the laws of this state? ☐ YES ☐ NO
- (c) Is the club qualified as a tax-exempt organization under the Internal Revenue Service? ☐ YES ☐ NO
- (d) Has the club been in continuous operation for a period of not less than one (1) year? ☐ YES ☐ NO
- (e) Has the club received twenty-five dollars (\$25.00) from each bona fide member as recorded by the secretary of the club and are club members at the time of this application in good standing by having paid at least one (1) full year in dues? ☐ YES ☐ NO
- (f) Does the club hold quarterly meetings and have an actively engaged membership carrying out the objectives of the club? ☐ YES ☐ NO
- (g) Is a true copy of the club bylaws attached to this application? ☐ YES ☐ NO
- (h) Has at least fifty one percent (51%) of the membership signed a petition indicating a desire to secure a Limited Retail Liquor License? (Petition(s) Attached) ☐ YES ☐ NO
- (i) If YES to (h), attach a copy of the Petition(s).

15. For Applicants Filing As: Individual, General Partnership, Political Subdivision, Organization or Other: W.S. 12-4-102(a)(ii) & (iii)

Each individual, partner or officer (as applicable) listed below must complete all of the information below.

(If more information is required, list on a separate piece of paper and attach to this application.)

True and Correct Name	Date of Birth	Residence Address No. & Street City, State & Zip DO NOT LIST PO BOXES	Residence Phone Number	Have you been a DOMICILED resident for at least 1 year and not claimed residence in any other state in the last year?	Have you been convicted within the previous 10 years of:	
					Any Felony under Wyoming law?	Any Violation under Wyoming law relating to the sale or manufacture of Alcoholic Liquor or Malt Beverages?
				YES ☐ NO ☐	YES ☐ NO ☐	YES ☐ NO ☐
				YES ☐ NO ☐	YES ☐ NO ☐	YES ☐ NO ☐
				YES ☐ NO ☐	YES ☐ NO ☐	YES ☐ NO ☐
				YES ☐ NO ☐	YES ☐ NO ☐	YES ☐ NO ☐

16. For Applicants Filing As: Corporation (INC), Limited Company (LC), Limited Liability Company (LLC), Limited Liability Partnership (LLLP) or Limited Partnership (LP): W.S. 12-4-102(a)(iv) & (v)

- (a) Is the Applicant Registered and Active with the Wyoming Secretary of State as required per W.S. 12-4-103(a)(x) or as otherwise required by Wyoming state laws? ☒ YES ☐ NO ☐ NOT APPLICABLE

List below: Each Officer, Director, stockholder, legal entity or member holding, either jointly or severally, ten percent (10%) or more of the outstanding and issued capital stock or ownership of the corporation, limited liability company, limited liability partnership, or limited partnership.

Each Officer, Director or LLC member listed below must complete all of the information below.

(If more information is required, list on a separate piece of paper and attach to this application.)

True and Correct Name	Date of Birth	Residence Address No. & Street City, State & Zip DO NOT LIST PO BOXES	Residence Phone Number	No. of Years in Corp or LLC	% of Corporate Stock or Ownership Held	Have you been convicted within the previous 10 years of:	
						Any Felony under Wyoming law?	Any Violation under Wyoming law relating to the sale or manufacture of Alcoholic Liquor or Malt Beverages?
Sreedhar Dangatla							
Ather Chaudhry							
PARKLAND USA CORP							
						YES ☐ NO ☐	YES ☐ NO ☐

REQUIRED ATTACHMENTS:

FILING FOR: NEW, OR ANY TYPE OF TRANSFER

- ☐ A statement indicating the financial condition and financial stability of the Applicant. W.S. 12-4-102(a)(vi).
- ☐ If Filing For a Transfer of Ownership: Attach a form of assignment from the current licensee assigning the current license or permit to the new Applicant. W.S. 12-4-601(b).
- ☐ A copy of any lease agreement(s). W.S. 12-4-103(a)(iii)
- ☐ Bar & Grill and Restaurant liquor license Applicants: Attach a copy of the current Food Service Permit or the approved permit application for the Applicant and for the licensed building location. 12-4-413(a) / W.S. 12-4-407(a)
- ☐ If food and beverage services will be contracted or subcontracted attach a copy of the contract or lease agreement. W.S. 12-4-201(m) / W.S. 12-4-301(e) / W.S. 12-4-403(b)
- ☐ If filing for a Limited Retail Liquor License, operating as a Golf Club or Social Club, attach a copy of the club's bylaws including membership criteria. W.S. 12-4-301(c)
- ☐ If filing for a Microbrewery Permit or Winery Permit: Attach a copy of the approved Federal TTB Permit.
- ☐ If a current licensee is filing for a new, different license or permit: Attach a statement indicating the status of the current license or permit if the new license or permit is approved.

FILING FOR: RENEWAL

- ☐ A copy of any new or updated lease agreement(s) if not currently on file with the Licensing Authority. W.S. 12-4-103(a)(iii)
- ☐ Bar & Grill and Restaurant liquor license Applicants: Attach a copy of the current Food Service Permit or the approved permit application for the Applicant and for the licensed building location. 12-4-413(a) / W.S. 12-4-407(a)
- ☐ If food and beverage services will be contracted or subcontracted attach a copy of the contract or lease agreement if the agreement on file with the Licensing Authority is not current. W.S. 12-4-201(m) / W.S. 12-4-301(e) / W.S. 12-4-403(b)

OATH OR VERIFICATION W.S. 12-4-102(b)

Requires signatures by:

ALL Individuals, ALL Partners, ONE (1) LLC Member, or TWO (2) Corporate Officers or Directors except that if all the stock of the corporation is owned by ONE (1) individual then that individual may sign and verify the application upon his oath, or ONE (1) Officer or Director, or Member of an Organization or Association.

Any individual who signs the application must also be listed on Question 15 or Question 16 as applicable or additional documentation must be provided confirming legal authority to sign the application on behalf of the Applicant.

Under penalty of perjury, and the possible revocation or cancellation of the license, I swear the above stated facts, are true and accurate.

Commonwealth of VA
STATE OF VIRGINIA

COUNTY OF Fairfax

) SS.

Signed and sworn to before me on this 05th day of June, 2026 that the facts alleged in the foregoing instrument are true by the following:

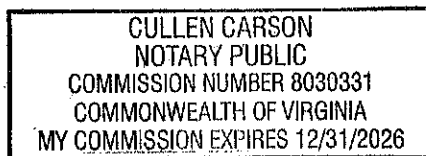
1)	<u>D. Lohr Raby</u> (Signature)	<u>SREEDHAR DAMAPRA</u> (Printed Name)	<u>06/05/26 Member</u> Title
2)	_____ (Signature)	_____ (Printed Name)	_____ Title
3)	_____ (Signature)	_____ (Printed Name)	_____ Title
4)	_____ (Signature)	_____ (Printed Name)	_____ Title
5)	_____ (Signature)	_____ (Printed Name)	_____ Title

Witness my hand and official seal:

Cullen Carson
Signature of Notary Public

(SEAL)

My commission expires: December 31, 2026



05/28/2026

Town of Jackson

Office of the Town Clerk
150 E. Pearl Ave.
Jackson, WY 83001

RE: Assignment and Authorization to Transfer Liquor License

License Type: Retail Liquor License

License No: 110

Current Establishment Name : PHIL66

Proposed Establishment Name (DBA): On The Run

Dear Town Clerk and Members of the Town Council:

We Parkland USA are the current and lawful holders of the aforementioned liquor license, issued by the Town of Jackson, Wyoming.

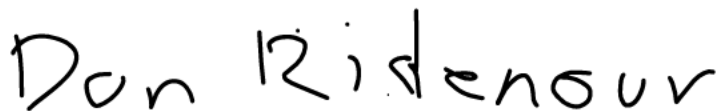
This letter serves as formal authorization under Wyoming Statute § 12-4-601(b) that we are in the process of finalizing the sale/transfer of the business and its operating assets to **ABS WY LLC**.

Please accept this letter as confirmation that **ABS WY LLC** has our full authorization and consent to apply for the transfer of ownership of this liquor license. We will execute any necessary documents and cooperate with the Town of Jackson to ensure a seamless transfer process pending final approval by the Town Council.

The actual closing of the sale and assignment of the license will occur on or about **06/09/2026**

Should you need any additional information or have any questions regarding this transfer, please do not hesitate to contact me at 305-335-7151 or USRetailLicenses.Mailbox@sunoco.com

Sincerely,

A handwritten signature in black ink that reads "Don Ridenour". The signature is written in a cursive, slightly slanted style.

Don Ridenour
Manager
Parkland USA



Plan of Operations

Applicant: ABS WY LLC

DBA: ON THE RUN

Describe how the premises will be operated? *include nature of business (restaurant, bar, package store), any regular events or special events*

The premises will be operated as a retail convenience store offering packaged goods, snacks, beverages, tobacco products, and related merchandise for sale to the general public. The facility will also include motor fuel dispensing via self-service pumps located under an exterior canopy. The store will be staffed by trained employees at all times, with a manager responsible for day-to-day operations, regulatory compliance, and customer service.

What type of alcoholic beverages will be available to customers?

Beer & Wine

Describe the process that a customer will follow to order alcohol or malt beverages, and how an employee will prepare and deliver an alcoholic beverage to the customer.

All alcohol sales are packaged and sealed for off-premises consumption only. Customers select packaged alcoholic beverages directly from the cooler or shelf and bring it to the checkout counter. The cashier will request a valid, government-issued photo identification from customer and will verify that the customer is of legal drinking age (21 or older). The cashier will then ring up the item, collect payment, and place the packaged beverage in a bag for the customer. No on-premise consumption is permitted.

What is the official building capacity? _____

Do you plan to serve alcohol outside on a deck or patio? No

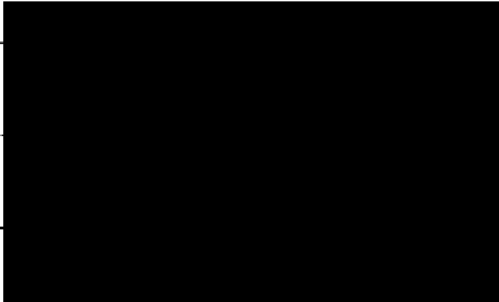
If so, include a sketch or site plan showing the outside area.

If so, describe the outside area, including egress: _____

What is your plan to keep customers from leaving with open alcohol containers?

All alcohol sales are packaged and sealed for off-premises consumption only. No on-premise consumption is permitted.

Provide the names of up to three (3) people who should receive communication from the Town and Police Department related to liquor operations:

<u>Name</u>	<u>Position/Title</u>	<u>Email</u>
1) <u>Sreedhar Dangatla</u>	<u>Owner</u>	
2) <u>Ather Chaudhry</u>	<u>Owner</u>	
3) <u>Ashok K</u>	<u>Manager</u>	

Completed by: Sreedhar Dangatla Date: 05/26/26

STAFF REPORT



Meeting Date:	July 6, 2026	Meeting Title:	Regular
Submitting Department:	Planning & Building Department	Presenter:	Paul Anthony
Agenda Item:	Demolition Permit Stay Request for 2001 Hidden Ranch Loop (DEM26-0011)	Public Comment:	Yes

Purpose or Policy Considerations.

The purpose of this item is for the Council to review and consider a demolition permit application for a residential structure at 2001 Hidden Ranch Loop pursuant to the Jackson Municipal Code. The Teton County Historic Preservation Board has determined the structure to be historically significant and has recommended a 100-day stay on issuance of the demolition permit. Council is being asked to determine the length of the stay, which must be between 0 and 100 days under the Municipal Code.

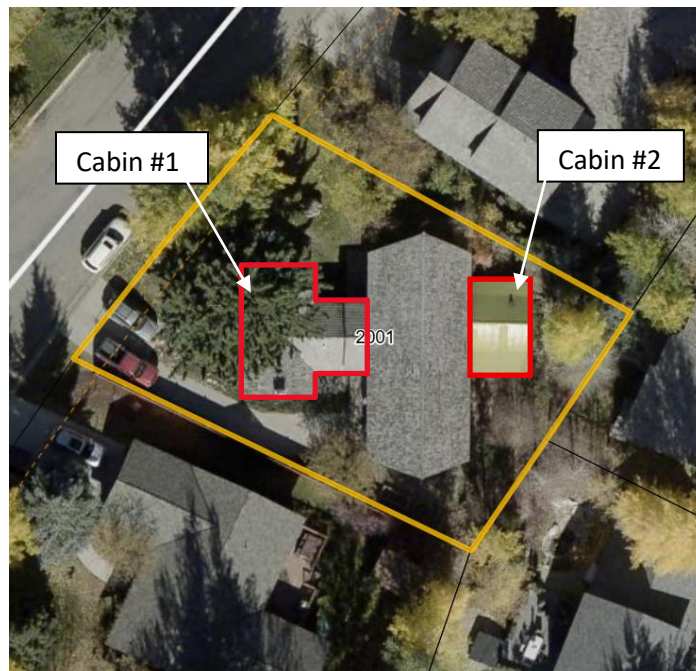
Recommendations.

The Teton County Historic Preservation Board ("TCHPB") recommends a 100-day stay, beginning June 10, 2026, and ending September 18, 2026, on the issuance of the demolition permit to allow for public comment and for the Applicant, the TCHPB, and other interested parties to explore alternatives to demolition. Staff note that the full 100-day stay is consistent with the TCHPB's finding of historic significance and provides the maximum time available under the Municipal Code for public comment and exploration of alternatives.

Background.

On May 29, 2026, Jolyon H. Sawrey (architect) representing property owner Zamantha Garcia applied for a demolition permit at 2001 Hidden Ranch Loop, to remove Cabin #1 and Cabin #2, which are portions of the residential structure at that property (an aerial map and photos of the portions of the structure proposed for demolition are provided below.

Aerial Map of Property and Proposed Demolition



** Note: Red outlines indicate areas of proposed demolition*

The application was received by the Planning and Building Department and forwarded to the Teton County Historic Preservation Board for review in accordance with Municipal Code.

The demolition permit review process is limited to the question of whether a stay is appropriate and does not evaluate the proposed future use of the site. The Applicant has not indicated scope of work at the property following demolition. As of the date of this staff report, there have not been any building or grading permits received by the Town for grading or construction work on the property.

Structure Photos – Areas of Proposed Demolition: Cabin #1 and Cabin #2



EXISTING CABIN #1 ADDITION TO BE
DEMOLISHED W/ CONCRETE DRIVEWAY IN
BACKGROUND TO ALSO BE DEMOLISHED



EXISTING CABIN #1 ADDITION FRONT
ENTRY VIEW.



EXISTING CABIN #1 ADDITION & CONNECTOR
IN CONTEXT ON HOW IT CONNECTS TO
EXISTING HOUSE ON OPPOSITE SIDE.



CABIN ADDITION #2 CLOSE UP VIEW #1



CABIN ADDITION #2 CLOSE UP VIEW #2

The Jackson Municipal Code provides that no building or structure within the Town may be demolished without first obtaining a demolition permit. This requirement is in place in recognition of the fact that buildings, structures, and areas of the Town have special historic or aesthetic interest and providing a stay before demolition is valuable for public comment and so the applicant explores alternatives to demolition.

The process for obtaining a permit is set out in Chapter 15.38 and includes that, upon receiving an application pursuant to the International Building Code, the Planning and Building Department provides the application to the TCHPB, who in turn provides a recommendation to the Town Council within 45 calendar days. The TCHPB determines either:

- 1) The building or structure is not historically significant, is not architecturally significant, and is not more than 50 years old; or
- 2) The building or structure is historically significant, is architecturally significant, or is more than 50 years old.

If the TCHPB determines the latter, it must recommend a stay in the issuance of a demolition permit for a period of *not less* than 60 days and *not more* than 100 days, which begins on the day of TCHPB's recommendation, and is for the purpose:

- i) of public comment; and
- ii) for the applicant and other interested parties to explore alternatives to demolition.

In the event the TCHPB does not make a recommendation to the Town Council within 45 calendar days from its receipt of the demolition application, the TCHPB will be deemed to concur with demolition, and the application shall proceed through the regular permitting process.

Analysis & Key Policy Questions.

The central question before Council today is not whether the structure should be demolished, that is the applicant's right to pursue. The question is whether to impose a stay, and if so, for how long. A stay provides time for public input and for the applicant and interested parties to explore whether alternatives to demolition exist. It does not prevent demolition from ultimately occurring.

In evaluating the historic significance of a structure, the TCHPB – and Council – uses the criteria in LDR Sec. 5.9.4 for considering designating structures on the Jackson Historic Register and reviewing structures proposed for demolition. The LDR historic designation criteria closely follow federal National Register historic preservation standards. Below are the historic preservation criteria found in LDR Sec. 5.9.4:

A. Age. Individual properties shall be at least 50 years old. However, a property may be exempted from the age standard if Council finds it to be exceptionally important.

B. Historic Significance. Properties shall be found to have historic significance in these categories in order to be considered for designation:

1. Association with events that have made a significant contribution to history;
2. Connection with persons significant in history;
3. Distinctive characteristics of a type, period, method of construction, or artisan;
4. Geographic importance; and/or
5. Possibility to yield important information related to prehistory of history.

C. Integrity. In addition to having historic significance as outlined above, a property must be found to retain sufficient integrity. All properties shall be evaluated for their physical integrity by using the National Register bulletins to evaluate the following criteria:

1. Location;
2. Design;
3. Setting;
4. Materials;
5. Workmanship;
6. Feeling;
7. Association.

For this project, the TCHPB met on June 10, 2026, and determined the additions to the residential structure in question to be historically significant according to the Town of Jackson Designation Criteria to the Jackson Historic Register because they are greater than 50 years old and contain distinctive characteristics of a type, period, method of construction, or artisan.

Because the additions in question are over 50 years old, and because the TCHPB found the additions to be historically significant, the demolition ordinance requires that the TCHPB recommend a stay of between 60-100 days.

It is critical to note that, unlike the TCHPB, the Council is not required to limit its decision to the same 60-100 day stay window for structures over 50 years. Instead, the Council can approve a stay of between 1 – 100 days, or no stay at all.

The attached demolition permit application has a full summary of the request, background materials, and photos.

Key Policy Question.

Does the Council support the TCHPB's recommended 100-day stay on the issuance of demolition permit?

The following considerations are offered to assist Council's deliberation:

In favor of the full 100-day stay: The TCHPB found the cabins to be historically significant. A 100-day stay provides the maximum time available under the Municipal Code for public input and for the applicant and interested parties to explore whether alternatives to demolition exist. Once a structure of this age and character is demolished, that opportunity is permanently lost.

In favor of a shorter stay or no stay: A 100-day stay ending September 18, 2026 falls in the middle of the construction season. If the applicant intends to proceed with work on the site following demolition, this timing may affect their ability to complete that work before winter. The applicant has not indicated any plans for the site following demolition, so the specific scheduling impact is not fully known. Council should also note that the demolition review process does not evaluate what, if anything, the applicant plans to build on the site, that is governed by a separate permitting process.

Possible Alternatives

Alternative 1: The Council may impose a stay of fewer than 100 days. Council may set any stay between one and 100 days. A shorter stay would reduce the time available for public input and alternatives exploration but would allow the applicant to proceed with demolition sooner. If Council is inclined toward a shorter stay, staff recommends specifying the exact number of days in the motion so the end date is unambiguous.

Alternative 2: The Council may elect not to impose a stay. Council may determine that no stay is appropriate, in which case the demolition permit would proceed through the normal permitting process without delay. Council should be aware that this option foregoes the opportunity for public comment and alternatives exploration on a structure the TCHPB has determined to be historically significant.

Comprehensive Plan & Priority Alignment.

The Comprehensive Plan addresses historic preservation under Chapter 4 – Community Character, with the following policies:

- Policy 4.5a: Identify and preserve historically significant structures and sites;
- Policy 4.5.b: Support the Historic Preservation Board; and
- Policy 4.5.c: Enhance historic preservation education, outreach, and awareness.

Staff do not identify tension between this item and other Comprehensive Plan goals.

Fiscal Impact.

There is no fiscal impact to the Town of this item.

Staff Impact.

The impact of the demolition permit process falls in the Planning & Building Department. This application required approximately 10 hours of staff time from the Department. Staff does not anticipate a workload conflict with existing Council-directed priorities.

Attachments or Links.

1. Demolition permit application
2. Recommendation from TCHPB (email)

Suggested Motion

I move to **approve** a stay of **[0 – 100 DAYS]**, beginning June 10, 2026, for the demolition of portions of the structure at 2001 Hidden Ranch Loop (DEM26-0011) as presented in this staff report dated July 6, 2026.



DEMOLITION PERMIT APPLICATION
Planning & Building Department
Building Division

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

For Office Use Only

Permit No.	Permit Fee:	Date Received:	Date Due:
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APPLICABILITY. The purpose of the Demolition Permit is to review and permit demolition of structures and utilities in accordance with Town of Jackson Municipal Code Section 15.38. Submit completed application package to townbuilding@jacksonwy.gov

When is a Demolition Permit Required?

Demolition includes the act of demolishing or removing (including removals without destruction of the component elements of the structure):

- Fifty percent or more of the exterior walls of a building as measured continuously around the building coverage; or
- Fifty percent or more of the roof area as measured in plan view (defined as the view of a building from directly above which reveals the outer perimeter of building roof areas to be measured across a horizontal plane); or
- Any exterior wall facing a public street or right of way.

PROJECT INFORMATION.

Physical Address: 2001 HIDDEN RANCH LOOP, JACKSON, WY, 83001
PIDN: 22-40-16-05-2-05-046 Original Year Built: UNKNOWN 50+ YEARS

Please answer the following questions to the best of your ability if unknown please write UNKNOWN.

~~Years and Description of any Additions.~~

~~Years and Description of any Remodels.~~

Years and Description of any other Demolitions: TWO CABINS TO BE DEMOLISHED
N/A THAT ATTACH TO EXISTING MAIN RESIDENCE,
YEAR BUILT IS UNKNOWN 50+ YEARS FOR BOTH STRUCTURES

PROJECT DESCRIPTION. Describe the precise nature of the proposed activity.

ADDITION / REMODEL OF EXISTING MAIN RESIDENCE (TO REMAIN; ASSUMED 1970s VINTAGE)

APPLICANT/AGENT. This is the responsible party for the permit, bonding, inspections, and execution of the work.

Name: JOLYON H SAWREY (C.O. CRUZ MORENO) Phone: (208) 720-6315
Mailing Address: 30 WYATT DRIVE, BELLEVUE, IDAHO ZIP: 83313
E-mail: jolyon@vitalinkarchitecture.com

**If applicant is other than owner, a notarized Town of Jackson Letter of Authorization must accompany this application. Only the Owner or their authorized agent may sign the application.*

PROPERTY OWNER. If other than APPLICANT

Property Owner: ZAMANTHA GARCIA Phone: (307) 220-8989
Mailing Address: PO BOX 11613, JACKSON, WY ZIP: 83002-1613
E-mail: zamanthagarcia409@gmail.com

CONTRACTOR.

Name: CRUZ MORENO Phone: (307) 761-9059
E-mail: firozcastro@gmail.com License: TO BE DETERMINED

NOTICES. <i>The following information should be considered with any demolition permit application.</i>	
A bond for the cost to abandon the water and sewer services as determined by Town Engineering is due at permit issuance.	
An Encroachment (Public Right-of-Way Permit) must be submitted prior to any work within the right-of-way.	
All work to be completed in accordance with the IBC Section 3303.	
All public and commercial / multifamily facilities must be inspected by a trained professional for the presence of asbestos prior to demolition. For more information contact the Asbestos Coordinator with the Wyoming DEQ Air Quality Division 307-777-7394.	
A notification of Demolition form may be required to be sent to Asbestos.notice@wyo.gov 10-working days before the start of any demolition whether asbestos is present or not.	
Performing demolition work without a permit may result in higher permit fees, fines, and/or loss of business license.	
After Issuance permit is valid for 180 days.	
Permit Fee is due at time of permit issuance.	
A 48-hour advanced notice is required to deliver demolition material to the County transfer station. Please call 307-733-7172.	
DEMOLITION PERMIT SUBMITTAL REQUIREMENTS. <i>In order to be considered complete the following elements must be supplied with this application (Please contact the Engineering Division at 733-3079 with any questions regarding this permit):</i>	
APPLICANT INITIALS	Application shall include the following items or acknowledgments:
JS ☒	Notarized Town of Jackson Letter off Authorization, if applicant is other than the owner.
JS ☒	Copy or receipt of written notification to the Wyoming DEQ Asbestos program. <i>See attached form for submittal to DEQ.</i>
JS ☒	Demolition Plans showing: • Extent of the demolition work • Existing utilities to be abandoned and patching in the right-of way. • Finished Conditions Plan or Statement: the vacant lot shall be backfilled and maintained to the existing grade or without slopes steeper than 2:1. • Construction access point and access stabilization methods • Equipment parking areas • Location of construction and silt fencing DRAWINGS PROVIDE ANSWERS TO ALL BULLET POINTS
JS ☒	Photographs of existing exterior conditions: • elevation photos (front, back, sides) of each building or structure intended for removal. If multiple structures or features are proposed for demolition, overall site photographs should be provided for context.

APPLICANT'S SIGNATURE, CERTIFICATION, AND AUTHORIZATION

Under penalty of perjury I hereby certify that I have read this application and state that, to the best of my knowledge, all of the information herein is true and correct and I swear that any information which may be hereafter given by me in hearing before the Planning Commission of Town of Jackson or the Town Council of the Town of Jackson shall be truthful and correct. I agree to comply with all Town, State, and Federal laws relating to the subject matter of this application and hereby authorize representatives of the Town of Jackson to enter the property described herein during normal business hours, after making a reasonable effort to contact the owner/applicant prior to entering the property.

In signing this application, I acknowledge that the Town's acceptance of this application does not constitute approval of a permit. I agree not to commence any work for which this application is being made prior to approval of this application by the appropriate Town agencies and payment of any fees due.


 Signature of Owner or Authorized Applicant/Agent
JOLYON H. SAWREY
 Name Printed

MAY 01, 2026
 Date
ARCHITECT/OWNER REP
 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: MAY 01, 2026

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: LUNA, ZAMANTHA GARCIA

Being duly sworn, deposes and says that LUNA, ZAMANTHA GARCIA is the owner in fee of the premises located at:
Name of property owner as listed on deed

Address of Premises: 2001 HIDDEN RANCH LOOP, JACKSON, WY 83001

Legal Description: 2001 HIDDEN RANCH LOOP, JACKSON, WY 83001

Please attach additional sheet for additional addresses and legal descriptions

And, that the person named as follows: Name of Applicant/agent: JOLYON H. SAWREY

Mailing address of Applicant/agent: 30 WYATT DRIVE, BELLEVUE, IDAHO, 83313

Email address of Applicant/agent: jolyon@vitalinkarchitecture.com

Phone Number of Applicant/agent: (208) 720-6315

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:

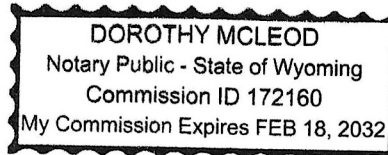
- ☐ Development/Subdivision Plat Permit Application ☒ Building Permit Application
☒ Public Right of Way Permit ☒ Grading and Erosion Control Permit ☐ Business License Application
☒ Demolition Permit ☒ Other (describe) ANY APPLICATIONS THAT RELATE TO I

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]
Property Owner Signature

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

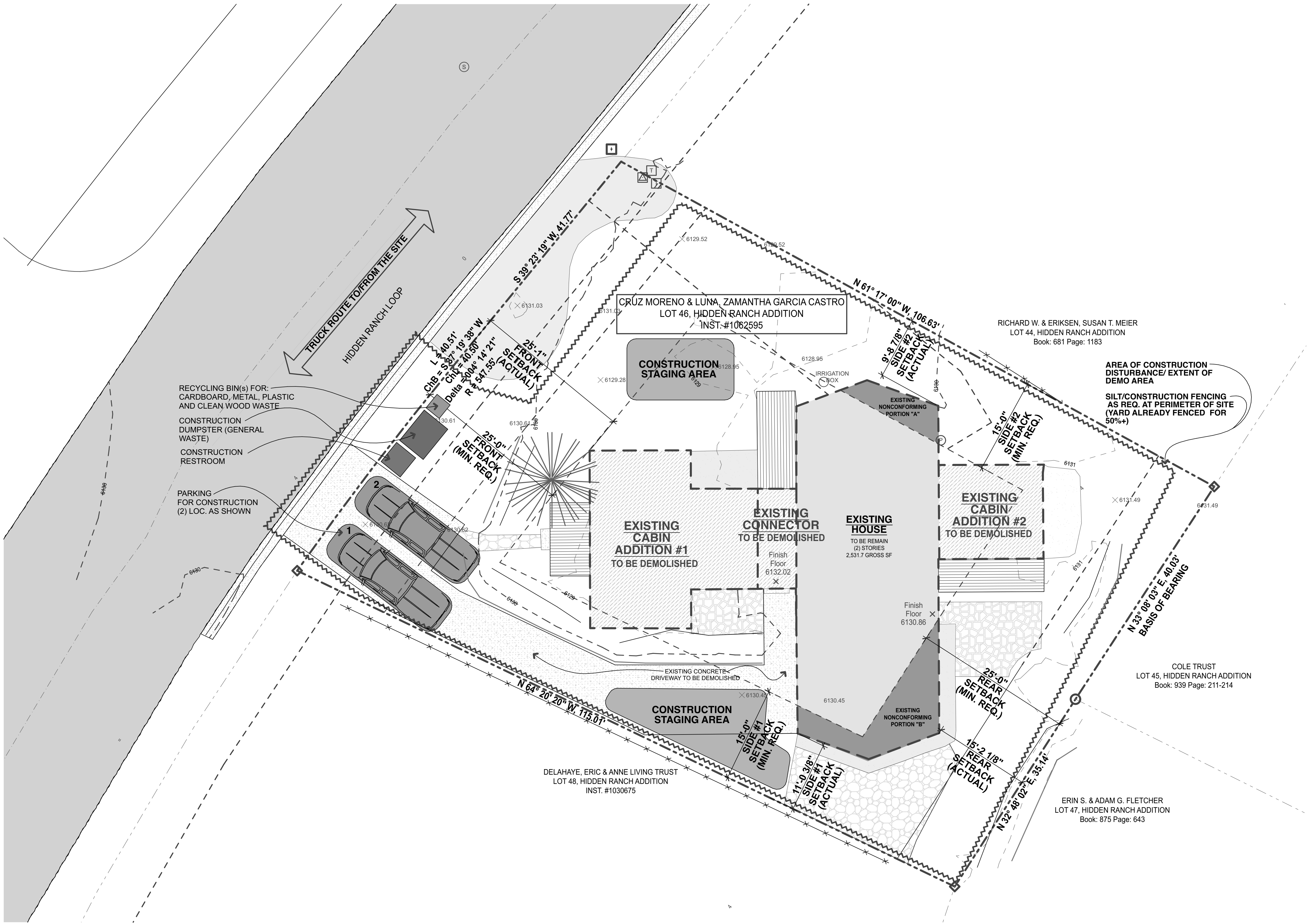
STATE OF Wyoming)
) SS.
COUNTY OF Teton)



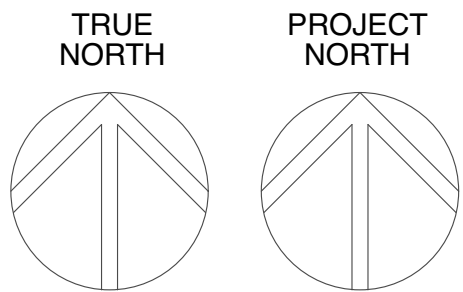
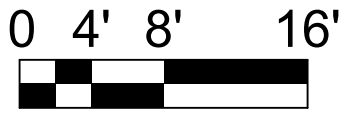
The foregoing instrument was acknowledged before me by Zamantha Garcia this 4th day of May. WITNESS my hand and official seal.

[Signature]
Notary Public

My commission expires: Feb 18, 2032



NOTES:
1. ALL UTILITIES EXIST ON SITE; WATER, PHONE, CABLE AND ARE UNDERGROUND. SERVICES WILL BE EXTENDED AS REQUIRED FOR REMODEL/ADDITION ONTO EXISTING HOUSE.
2. REGRADING TO BE ESTABLISHED AT A LATER DATE. GRADING WILL NOT EXCEED 2:1 SLOPE. SILT/CONSTRUCTION FENCING WILL BE INSTALLED AS REQUIRED AT SITE BORDERS.



SITE/LANDSCAPE PLAN

1/8" = 1'-0"

1

Jolyon H. Sawrey
JOLYON H. SAWREY
WYOMING
LICENSED
ARCHITECT
LICENSE # C-4138

A REMODEL/ALTERATION OF SINGLE FAMILY RESIDENCE
2001 HIDDEN RANCH
JACKSON, WYOMING
2001 HIDDEN RANCH LOOP

**DEMO
PERMIT**

Vital ink PLLC
Environmental Architecture
& Consulting
ALA
(208) 726-6815 Ph
jolyon@vitalinkarchitecture.com
30 Wyoat Drive
Bellevue, Idaho 83513

REVISIONS

DATE
04 MAY, 2026

A1.1

PLOTTED: 5/4/26 3:38 PM



PHOTO #1 - EXISTING CABIN #1 ADDITION TO BE DEMOLISHED W/ CONCRETE DRIVEWAY IN BACKGROUND TO ALSO BE DEMOLISHED.



PHOTO #2 - EXISTING CABIN #1 ADDITION FRONT ENTRY VIEW



PHOTO #3 - EXISTING CABIN #1 ADDITION & CONNECTOR IN CONTEXT ON HOW IT CONNECTS TO EXISTING HOUSE TO REMAIN.



PHOTO #4 - EXISTING CABIN #1 ADDITION & CONNECTOR IN CONTEXT ON HOW IT CONNECTS TO EXISTING HOUSE ON OPPOSITE SIDE.



PHOTO #5 - (E) CABIN ADDITION #2 TO BE DEMOLISHED AND ITS CONTEXT WITH EXISTING HOUSE.



PHOTO #6 - (E) CABIN ADDITION #2 CLOSE UP VIEW #1



PHOTO #7 - (E) CABIN ADDITION #2 CLOSE UP VIEW #2

ASBESTOS BUILDING INSPECTION

**2001 Hidden Ranch Loop
Jackson, Wyoming
Date of Construction: 1970's**

Report Date: May 11, 2026



Requested by: Cruz Moreno and Vital Link Architecture

**Prepared by:
Jorgensen Associates, INC.
1315 Hwy 89 S., Ste. 201
Jackson, Wyoming
307.733.5150**



June 11. 2026

PO Box 9550 | 1315 HWY 89 S., Ste. 201
Jackson, WY 83002
PH: 307.733.5150
www.jorgeng.com

Cruz Moreno
firozcastro@gmail.com
(307) 761-9059
Vital Link Architecture
connor@vitalinkarchitecture.com
(206) 305-3010
Office: 621 S. Main Street. Unit "C" Bellevue, Idaho

RE: Asbestos Building Inspection, 2001 Hidden Ranch Loop, Jackson, WY

To whom it May Concern,

Summary

In accordance with the U.S. Environmental Protection Agency (EPA), Wyoming Department of Environmental Quality (WDEQ) regulations, OSHA worker safety standards, and regional solid waste disposal requirements, Cruz Moreno and Vital Link Architecture retained Jorgensen Associates, Inc. (**Jorgensen**) to conduct a pre-demolition/renovation asbestos containing materials (ACM) building inspection. The objective was to identify ACM associated with the residential home located at 2001 Hidden Ranch Loop, Jackson Wyoming.

Findings

- No ACM was identified in any part of this home, exterior or interior.

Inspection and Technical Approach

An EPA-certified asbestos building inspector conducted a visual assessment and bulk sampling of the interior and exterior of this home on May 7, 2026. Sampling was performed via composite cores to include all layers of suspect materials in compliance with federal and state regulations.

Building History & Description

- **Year Built:** 1970's with minor subsequent remodels since.
- **Size:** This residential home consists of two older log cabins connected to a central main structure. The cabin sections are smaller one-story areas; the main home is two stories. There is no basement and limited attic area.
- **Construction:** Log and stick frame with concrete foundation.
- **Exterior Finishes:** Log, cedar shingle siding, wood trim, aluminum and wood windows and doors. Brick Chimney.
- **Roofing:** Shake shingle roof on a synthetic roofing underlayment. Limited metal roof on exterior part of house.
- **Interior Finishes:** Primarily log and textured drywall walls and ceilings. Flooring includes wood plank, ceramic tile, cork, limited linoleum, and carpet on a wood subfloor. Finishes consist of wood door, window and baseboard trim.
- **Mechanicals:** Electric baseboard heat and hot water.
- **Insulation:** Insulation observed consists of fiberglass batten insulation.
- **Not Observed:** Suspect carpet mastic or sink coating, fire doors, nor suspect heating duct putty observed.



Methodology

A Jorgensen EPA-certified inspector performed a visual assessment and collected bulk samples of suspect materials.

- **Asbestos:** Samples were analyzed via Polarized Light Microscopy (PLM) and the 400 Point Count Procedure (EPA 600/R-93/116).
 - **Laboratory:** EMSL Analytical, Inc., Indianapolis, IN (NVLAP Accredited).
-

Materials Sampled

Suspect ACM Inventory

The following twenty-four (24) samples of suspect ACM were collected in a representative manner from throughout the entire structure for analysis. Exact locations of each sample are indicated on lab report.

Interior Samples:

- Nine (9) samples of drywall texture
- Nine (9) samples of drywall
- Two (2) samples of acoustic ceiling tile
- Two (2) samples of exterior log chinking

Exterior Samples:

- Two (2) samples of roofing underlayment

Laboratory Results

No asbestos containing materials were identified in this structure.

Full laboratory analysis for both ACM and LBP are attached to this report.

Conclusion and Recommendations

Based on laboratory analysis, the structure does not contain Regulated Asbestos-Containing Material (RACM). Disposal debris may be handled and disposed of as standard construction and demolition (C&D) waste.

Although all reasonable efforts were made to discover potential ACM, some suspect materials may remain hidden in walls, voids, or other concealed areas. Please contact our office should any additional suspect materials be uncovered during demolition.

Thank you for allowing Jorgensen to provide this asbestos building inspection for your project. Please contact us if you have any questions or if we can provide additional services.

Sincerely,
JORGENSEN ASSOCIATES, INC.



Mac Dukart
Project Manager
Certified Asbestos Inspector and Management Planner

**APPENDIX A
ASBESTOS ANALYTICAL RESULTS**



EMSL Analytical, Inc.

6340 CastlePlace Dr. Indianapolis, IN 46250

Tel/Fax: (317) 803-2997 / (317) 803-3047

<http://www.EMSL.com / indianapolislabs@emsl.com>

EMSL Order: 162605649

Customer ID: JORG50

Customer PO: 26029

Project ID:

Attention: Mac Dukart

Jorgensen Associates, PC

PO Box 9550

1315 Highway 89 S., Suite 201

Jackson, WY 83001

Project: 2001 Hidden Ranch Loop #26058

Phone: (307) 733-5150

Fax: (307) 733-5187

Received Date: 05/08/2026 10:33 AM

Analysis Date: 05/08/2026

Collected Date:

Test Report: Asbestos Analysis of Bulk Materials via AHERA Method 40CFR 763 Subpart E Appendix E supplemented with EPA 600/R-93/116 using Polarized Light Microscopy

Sample	Description	Appearance	Non-Asbestos		Asbestos
			% Fibrous	% Non-Fibrous	% Type
EC-1 162605649-0001	EXTERIOR - LOG CHINK / FRONT	Gray/Red Non-Fibrous Homogeneous		20% Quartz 80% Non-fibrous (Other)	None Detected
EC-2 162605649-0002	SIDE HOUSE / EXTERIOR - LOG CHINK	Gray/Red Non-Fibrous Homogeneous		20% Quartz 80% Non-fibrous (Other)	None Detected
ACT-1 162605649-0003	FRONT BEDROOM - ACOUSTIC CEILING TILE	Tan/White Fibrous Homogeneous	95% Cellulose	5% Non-fibrous (Other)	None Detected
ACT-2 162605649-0004	FRONT MAIN - ACOUSTIC CEILING TILE	Tan/White Fibrous Homogeneous	95% Cellulose	5% Non-fibrous (Other)	None Detected
RU-1 162605649-0005	FRONT MAIN - ROOFING UNDERLAYMENT	Black Fibrous Homogeneous	70% Cellulose	30% Non-fibrous (Other)	None Detected
RU-2 162605649-0006	SIDE ROOF - ROOFING UNDERLAYMENT	Black Fibrous Homogeneous	70% Cellulose	30% Non-fibrous (Other)	None Detected
T-1 162605649-0007	FRONT CABIN BATH - WALL TEXTURE				Insufficient Material
T-2 162605649-0008	FRONT CABIN BATH - WALL TEXTURE				Insufficient Material
T-3 162605649-0009	FRONT CABIN BATH - WALL TEXTURE				Insufficient Material
T-4 162605649-0010	MAIN HOUSE UPSTAIRS - WALL TEXTURE	White Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
T-5 162605649-0011	MAIN HOUSE UPSTAIRS - WALL TEXTURE	White Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
T-6 162605649-0012	MAIN HOUSE UPSTAIRS - WALL TEXTURE	White Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
T-7 162605649-0013	MAIN HOUSE LAUNDRY - WALL TEXTURE	White Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
T-8 162605649-0014	MAIN HOUSE LAUNDRY - WALL TEXTURE	White Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
T-9 162605649-0015	MAIN HOUSE LAUNDRY - WALL TEXTURE	White Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
DW-1 162605649-0016	FRONT CABIN BATH - DRYWALL	Brown/White Fibrous Heterogeneous	20% Cellulose	70% Gypsum 10% Non-fibrous (Other)	None Detected

Initial report from: 05/08/2026 15:35:46



EMSL Analytical, Inc.

6340 CastlePlace Dr. Indianapolis, IN 46250

Tel/Fax: (317) 803-2997 / (317) 803-3047

<http://www.EMSL.com / indianapolislaboratory@emsl.com>

EMSL Order: 162605649

Customer ID: JORG50

Customer PO: 26029

Project ID:

Test Report: Asbestos Analysis of Bulk Materials via AHERA Method 40CFR 763 Subpart E Appendix E supplemented with EPA 600/R-93/116 using Polarized Light Microscopy

Sample	Description	Appearance	Non-Asbestos		Asbestos
			% Fibrous	% Non-Fibrous	% Type
DW-2 162605649-0017	FRONT CABIN BATH - DRYWALL	Brown/White Fibrous Heterogeneous	20% Cellulose	70% Gypsum 10% Non-fibrous (Other)	None Detected
DW-3 162605649-0018	FRONT CABIN BATH - DRYWALL	Gray Non-Fibrous Homogeneous	<1% Cellulose	95% Gypsum 5% Non-fibrous (Other)	None Detected
DW-4 162605649-0019	MAIN HOUSE UPSTAIRS - DRYWALL	Brown/White Fibrous Heterogeneous	20% Cellulose	70% Gypsum 10% Non-fibrous (Other)	None Detected
DW-5 162605649-0020	MAIN HOUSE UPSTAIRS - DRYWALL	Brown/White Fibrous Heterogeneous	20% Cellulose	70% Gypsum 10% Non-fibrous (Other)	None Detected
DW-6 162605649-0021	MAIN HOUSE UPSTAIRS - DRYWALL	Brown/White Fibrous Heterogeneous	25% Cellulose <1% Glass	70% Gypsum 5% Non-fibrous (Other)	None Detected
DW-7 162605649-0022	MAIN HOUSE LAUNDRY - DRYWALL	Brown/White Fibrous Heterogeneous	20% Cellulose <1% Glass	70% Gypsum 10% Non-fibrous (Other)	None Detected
DW-8 162605649-0023	MAIN HOUSE LAUNDRY - DRYWALL	Brown/White Fibrous Heterogeneous	20% Cellulose <1% Glass	70% Gypsum 10% Non-fibrous (Other)	None Detected
DW-9 162605649-0024	MAIN HOUSE LAUNDRY - DRYWALL	Brown/White Fibrous Heterogeneous	25% Cellulose <1% Glass	70% Gypsum 5% Non-fibrous (Other)	None Detected

Analyst(s)

Hilary Jarvis (8)

Hannah Morgan (13)

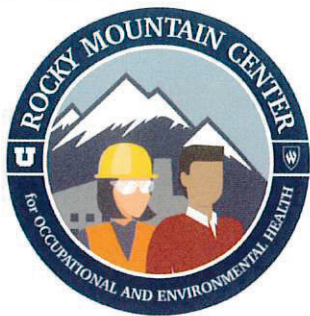
Laboratory Manager
or Other Approved Signatory

EMSL maintains liability limited to cost of analysis. Interpretation and use of test results are the responsibility of the client. This report relates only to the samples reported above, and may not be reproduced, except in full, without written approval by EMSL. EMSL bears no responsibility for sample collection activities or analytical method limitations. The report reflects the samples as received. Results are generated from the field sampling data (sampling volumes and areas, locations, etc.) provided by the client on the Chain of Custody. Samples are within quality control criteria and met method specifications unless otherwise noted. The above analyses were performed in general compliance with Appendix E to Subpart E of 40 CFR (previously EPA 600/M4-82-020 "Interim Method") but augmented with procedures outlined in the 1993 ("final") version of the method. This report must not be used by the client to claim product certification, approval, or endorsement by NVLAP, NIST or any agency of the federal government. Non-friable organically bound materials present a problem matrix and therefore EMSL recommends gravimetric reduction prior to analysis. Unless requested by the client, building materials manufactured with multiple layers (i.e. linoleum, wallboard, etc.) are reported as a single sample. Estimation of uncertainty is available on request.

Samples analyzed by EMSL Analytical, Inc. Indianapolis, IN NVLAP Lab Code 200188-0, AZ0939, CA 2575, CO AL-15132, TX 300262, A2LA Accredited - Certificate #2845.25

Initial report from: 05/08/2026 15:35:46

**APPENDIX B
CERTIFICATIONS**



Rocky Mountain Center
for Occupational and Environmental Health
250 East 200 South, Suite 100
Salt Lake City UT 84111
Phone: (801) 581-4055

THIS CERTIFIES THAT

Michael Dukart

*HAS COMPLETED THE REQUISITE TRAINING FOR
ASBESTOS ACCREDITATION UNDER TSCA TITLE II*

ATTENDED AN ANNUAL REFRESHER COURSE IN
PRACTICES AND PROCEDURES IN
ASBESTOS ABATEMENT

**Asbestos Inspector/Management Planner
Refresher**

DATE: November 20, 2025
NUMBER: **W25448**
EXPIRES: November 20, 2026
CREDITS: 0.80 CEUs / 1.34 ABIH CM Points

A handwritten signature in black ink, appearing to read "Beth Rhoades".

Dr. Beth Rhoades
Associate Dean
Division of Online and Continuing Education
Weber State University

Figure 3
STATE OF WYOMING
NOTIFICATION OF DEMOLITION AND RENOVATION

I. FACILITY DESCRIPTION (INCLUDE BUILDING NAME, NUMBER, AND FLOOR OR ROOM NUMBER)					
BLDG NAME: 2001 HIDDEN RANCH			PIDN: 22-40-16-05-2-05-046		
ADDRESS: 2001 HIDDEN RANCH LOOP					
CITY: JACKSON		STATE: WY, 83001		CONTACT: (307) 761-9059	
SITE DESCRIPTION (type of material being removed) TWO CABINS TO BE DEMOLISHED THAT ATTACH TO AN EXISTING MAIN RESIDENCE, YEAR BUILT IS 1970 APPROX. 50+ YEARS FOR BOTH STRUCTURES					
II. FACILITY INFORMATION (IDENTIFY OWNER, REMOVAL CONTRACTOR, AND OTHER OPERATOR)					
OWNER NAME: CRUZ MORENO					
ADDRESS: PO BOX 11613					
CITY: JACKSON		STATE: WY		ZIP: 83002-1613	
CONTACT: firozcastro@gmail.com				TEL: (307) 761-9059	
REMOVAL CONTRACTOR: CRUZ MORENO					
ADDRESS: PO BOX 11613					
CITY: JACKSON		STATE: WY		ZIP: 83002-1613	
CONTACT: firozcastro@gmail.com				TEL: (307) 761-9059	
OTHER OPERATOR: N/A					
ADDRESS:					
BUILDING SIZE: TOTAL BLDG SF: 3,364.3 SF 928.9 SF PROPOSED DEMO 2435.4 SF TO REMAIN EXISTING					
STATE:		ZIP:		TEL:	
NUM OF FLOORS: 1		AGE IN YEARS: 50+ YEARS			
PRESENT USE: RESIDENTIAL			PRIOR USE: RESIDENTIAL		
III. TYPE OF OPERATION (D=DEMO O=ORDERED DEMO R=RENOVATION E=EMER. RENOVATION) D - DEMO					
IV. IS ASBESTOS PRESENT? (YES/NO) NO					
V. PROCEDURE, INCLUDING ANALYTICAL METHOD, IF APPROPRIATE, USED TO DETECT THE PRESENCE OF ASBESTOS MATERIAL: VISUAL ASSESMENT & BULK SAMPLING (SEE ASBESTOS INSPECTION REPORT)					
VI. SCHEDULED DATES ASBESTOS REMOVAL (MM/DD/YY) START: N/A COMPLETE:					
VII. SCHEDULED DATES DEMO/RENOVATION (MM/DD/YY) START: N/A COMPLETE:					
VIII. SCHEDULED WORK HOURS: START: COMPLETE:					
IX. APPROXIMATE AMOUNT OF ASBESTOS, INCLUDING: 1. REGULATED ACM TO BE REMOVED 2. CATEGORY I ACM NOT REMOVED 3. CATEGORY II ACM NOT REMOVED					
RACM TO BE REMOVED		N/A		NONFRIABLE ASBESTOS MATERIAL TO BE REMOVED	
NONFRIABLE ASBESTOS MATERIAL NOT TO BE REMOVED		CAT I		CAT II	
PIPES		CAT I		CAT II	
SURFACE AREA		CAT I		CAT II	
VOL. RACM OFF FACILITY COMPONENT		CAT I		CAT II	
X. DESCRIPTION OF PLANNED DEMOLITION OR RENOVATION WORK, AND METHOD(S) TO BE USED					
XI. DESCRIPTION OF WORK PRACTICES AND ENGINEERING CONTROLS TO BE USED TO PREVENT EMISSIONS OF ASBESTOS AT THE DEMOLITION AND RENOVATION SITE:					

Figure 3. NOTIFICATION OF DEMOLITION AND RENOVATION (continued)

XII. TYPE OF NOTIFICATION (O=ORIGINAL R=REVISED C=CANCELLED):		O - ORIGINAL	WPR Notice?	N/A
XIII. WASTE TRANSPORTER #1				
NAME: CRUZ MORENO				
ADDRESS: PO BOX 11613				
CITY: JACKSON		STATE: WY	ZIP: 83002-1613	
CONTACT PERSON: firozcaastro@gmail.com			TELEPHONE: (307) 761-9059	
WASTE TRANSPORTER #2				
NAME:				
ADDRESS:				
CITY:		STATE:	ZIP:	
CONTACT PERSON:			TELEPHONE:	
XIV. WASTE DISPOSAL SITE TETON COUNTY LANDFILL/ TRASH TRANSFER STATION				
NAME: TETON COUNTY TRASH TRANSFER STATION & RECYCLING CENTER				
LOCATION: 3270 S. ADAMS CANYON DRIVE				
CITY: JACKSON		STATE: WY	ZIP: 83001	
TELEPHONE: (307) 733-7678		CONTACT PERSON: N/A		
XV. IF DEMOLITION ORDERED BY A GOVERNMENT AGENCY, PLEASE IDENTIFY THE AGENCY BELOW:				
NAME:		TITLE:		
AUTHORITY:				
DATE OF ORDER (MM/DD/YY):		DATE ORDERED TO BEGIN (MM/DD/YY):		
XVI. FOR EMERGENCY RENOVATIONS				
DATE AND HOUR OF EMERGENCY (MM/DD/YY):				
DESCRIPTION OF THE SUDDEN, UNEXPECTED EVENT:				
EXPLANATION OF HOW THE EVENT CAUSED UNSAFE CONDITIONS OR WOULD CAUSE EQUIPMENT DAMAGE OR AN UNREASONABLE FINANCIAL BURDEN				
XVII. DESCRIPTION OF PROCEDURES TO BE FOLLOWED IN THE EVENT THAT UNEXPECTED ASBESTOS IS FOUND OR PREVIOUSLY NONFRIABLE ASBESTOS MATERIAL BECOMES CRUMBLED, PULVERIZED, OR REDUCED TO POWDER.				
XVIII. I CERTIFY THAT AN INDIVIDUAL TRAINED IN THE PROVISIONS OF THIS REGULATION (40 CFR PART 61, SUBPART M) WILL BE ON-SITE DURING THE DEMOLITION OR RENOVATION AND EVIDENCE THAT THE REQUIRED TRAINING HAS BEEN ACCOMPLISHED BY THIS PERSON WILL BE AVAILABLE FOR INSPECTION DURING NORMAL BUSINESS HOURS (REQUIRED 1 YEAR AFTER PROMULGATION).				
CRUZ MORENO		(SIGNATURE OF OWNER/OPERATOR) (DATE) 05/29/26		
XIX. I CERTIFY THAT THE ABOVE INFORMATION IS CORRECT				
CRUZ MORENO		(SIGNATURE OF OWNER/OPERATOR) (DATE) 05/29/26		

Teton County Historic Preservation Board
Demolition Permit Recommendation for DEM26-0011
June 10, 2026

The resources identified in DEM26-0011 and located at 2001 Hidden Ranch Loop, Jackson, Wyoming, are found to be historically significant according to the Town of Jackson Designation Criteria to the Jackson Historic Register

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

The resources identified in Dem26-0011 are found to be historically significant according to the following Town of Jackson Designation Criteria: 1. Age: Properties must be at least 50 years old. 2. Historical Significance: Distinctive characteristics of a type, period, method of construction, or artisan.

Additional information supporting this recommendation can be found in the attached Turn Stone Research Report.

TCHPB DEMOLITION PERMIT REVIEW FORM

Permit #: DEM26-0011

Address: 2001 Hidden Ranch Loop

Year Built: c.1946 & c.1965, moved 1990

Building(s) to be Demolished:

1. 2001 Hidden Ranch Loop: frame residence with two attached log cabins (c.1946 & c.1965)

The property comprises Lot 46 of the Hidden Ranch Addition. The 0.20 acre lot is largely grassed, with mature trees and a concrete driveway access on the Hidden Ranch Loop road. The residence is in the center of the lot, partially obscured by mature trees on the roadway.

The residence comprises three separate structures, which were joined together. The first is the original small log cabin, built on the lot in 1946. It was added onto with a much larger main residence about 1990, and the third smaller log cabin was added onto the addition at the same time. The two small log cabins are proposed to be demolished while the central 1990 main residence is to be maintained.

Both log cabins were found to have substantial historic significance. They are more than 50 years old, retain many original materials, and have a well-documented and clear connection to the broad patterns of Jackson's history. More information on their significance is discussed below in the property notes.

Property Notes: Lot 46 Hidden Ranch Loop

The 1946 cabin predates the Hidden Ranch subdivision, which was developed on the southern portion of the old 62-acre Powderhorn Ranch. The Powderhorn Ranch was purchased by Josephine "Josie" Horn about 1961 for its development potential. Josephine had previously ranched in South Park with her late husband in the 1940s and 1950s, but after his early death she became involved in real estate investment and development. At one point she was part-owner of the Cowboy Bar, and donated the land for Powderhorn Park. Her son [John Horn](#) later developed the Hidden Ranch subdivision in 1992.

When Josephine Horn purchased the Powderhorn Ranch about 1961 it was known as the "Hidden Ranch" or the "Hidden Valley Ranch." There was a main house (now 2005 Hidden Ranch Loop), and three guest cabins (2001, 2047, 2041 Hidden Ranch Loop). She rented out the cabins to tourists until the 1980s when they became long-term residential rentals. Eventually they were incorporated into the 59-lot Hidden Ranch Subdivision in 1992.

The small log cabin on the rear of the main residence toward the east was moved to the property by Tina Welling in 1990, who then owned the subject property. In email

correspondence, Tina said it was the original ticket kiosk for the Elk Refuge. In 1990 she purchased the cabin from the Diamond Cross Ranch in Moran, and it was joined to the new main house addition at that time. In 2023 Tina sold the property to the current owners.

There isn't a definitive build date for the Elk Refuge kiosk cabin without a more in-depth survey. The Refuge began selling tickets for the winter sleigh rides about 1965, when they assigned the concession to the Jaycees. It is though the cabin was built about this time. It is unknown when the cabin was relocated to Moran.

Additional photos of both cabins can be found on the old 2023 listing [here](#).

STAFF REPORT



Meeting Date:	July 6, 2026	Meeting Title:	Regular
Submitting Department:	Planning Department	Presenter:	Andrew Bowen
Agenda Item:	Proposed String Lighting Text Amendments	Public Comment:	Yes

Purpose or Policy Considerations.

The purpose of this item is for Council to consider and approve two proposed text amendments to the Town's Land Development Regulations related to exterior lighting. The Applicant, Samuel Singer of Wyoming Stargazing, is proposing text amendments to the Town's Land Development Regulations (LDRs) related to string lighting and other exterior lighting standards.

Recommendations.

The Planning Director recommends approval of the proposed Text Amendments. Both amendments are the product of significant stakeholder engagement including coordination with the Jackson Hole Chamber of Commerce and the Jackson Police Department and reflect compromises that have received unanimous Planning Commission support. Staff believe these amendments appropriately balance dark-sky preservation, public safety, and economic vitality.

Background.

Dark Sky Certification:

In 2022, Town Council adopted exterior lighting amendments proposed by Wyoming Stargazing to support Dark Sky Certification, which the town subsequently achieved in partnership with Teton County and the Jackson Hole Airport. The current proposal builds on that effort by further refining the Town's exterior lighting standards to reduce light pollution and protect dark skies. The applicant notes that night-sky monitoring data indicate increasing light pollution between 2022 and 2024, particularly during the winter months, which motivated the proposed amendments.

Proposal Timeline and Process:

The proposal originated in July 2025 as amendments to the Town's string lighting standards (P25-139) and was later expanded to include a prohibition on unshielded exterior lighting and restrictions on light color (P25-234).

Analysis and Key Questions.

Council is being asked to decide on two separate amendments to the Town's exterior lighting rules. They are packaged together because they were proposed by the same applicant and reviewed through the same process. They do address different things though, so Council could approve them independently.

The first amendment, P25-139, is about string lights, the kind used on patios, storefronts, and in the Town Square. The current rules allow string lights only seasonally. This amendment creates different rules for different parts of Town, allowing commercial areas like the Town Square to keep string lights year-round while adding dimming and shutoff requirements to reduce their impact on the night sky.

The second amendment, P25-234, does two things. It requires that all new lights be fully shielded (i.e., eliminates the current exemption for lights of 600 lumens or less). It also clarifies the existing rule about light color, specifying that green, blue, and purple light sources are not permitted outdoors, and that the existing color temperature rule applies only to white light sources, not colored ones.

Neither amendment requires any existing lights to be removed or changed immediately. Both apply to new development and redevelopment going forward, with existing fixtures allowed to remain until users choose to replace them.

Proposed Amendments:

Amendment 1, String Lights

The proposed amendment to Section 5.3.1.C.3, serves to clarify the existing regulations and provide zone-specific standards:

5.3.1.C.3

~~**Strings of Lights.** Strings or strands of lights used to highlight a sign, perimeter of a sign, or any portion of a building are not permitted, except for holiday type decorative lighting displayed between November 1 and April 15.~~

Strings of Light: String lighting refers to individual light sources connected by exposed wires or enclosed in tubing, creating multiple points of light. Strings or strands of lights used to outline or highlight a sign, the perimeter of a sign, vegetation, or architectural features of a building are subject to the following standards:

- I. Residential Uses (All Zones):
 - A. May be installed only between November 1 and January 31.
 - B. Shall be exempt from the standards of Sections 5.3.1.
 - C. Shall be fully extinguished by 10:00 PM and remain off until two hours before sunrise.
 - D. Shall count toward the total site light output limit per zone standard.
- II. Commercial and Mixed Uses in TS-1, TS-2, and DC-2:
 - A. May be permitted year-round.
 - B. Shall be exempt from the standards of Sections 5.3.1.
 - C. Shall be dimmed to 25% of maximum output or extinguished by 2:00 AM and remain dimmed or off until two hours before sunrise.
 - D. Shall count toward the total site light output limit per zone standard.
- III. Commercial and Mixed Uses in Zones OR, CR-1, CR-2, CR-3, and DC-1.
 - A. May be installed only between November 1 and April 15.
 - B. Shall be exempt from the standards of Sections 5.3.1 and 5.6.2.
 - C. Shall be dimmed to 70% of maximum output or extinguished by midnight (12:00 AM) and remain dimmed or off until two hours before sunrise.
 - D. Shall count toward the total site light output limit per zone standard.

Staff generally support the applicant's proposed amendment. However, staff notes that enforcement may be challenging due to compliance hours occurring outside normal business hours, and the difficulty of verifying certain standards, such as dimming requirements. As a result, enforcement will be complaint-based and will rely largely on voluntary compliance, which is consistent with the current approach to lighting enforcement.

Public Safety Concerns:

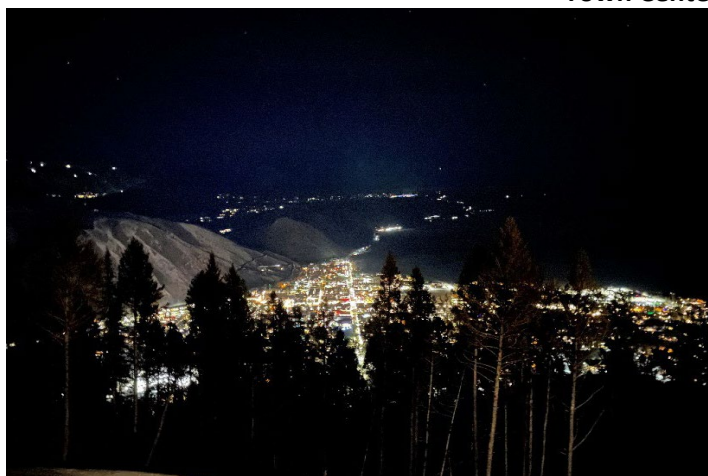
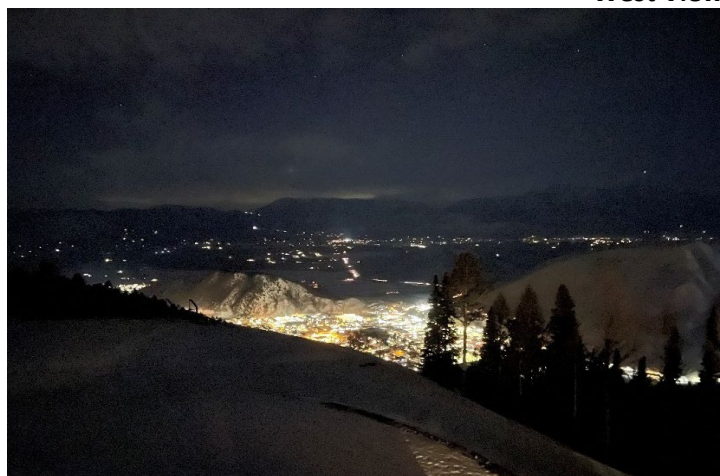
Through a letter and meeting with Chief Michelle Weber, the Jackson Police Department expressed support for maintaining Town Square string lighting until 2:00 AM. year-round, citing public safety concerns and past incidents associated with reduced lighting. These concerns were raised in response to earlier versions of the amendment that required earlier shut-off times. The current draft addresses these concerns by allowing illumination of the Town Square until 2:00 AM while continuing to support the ordinance's broader dark-sky objectives.

Impact of String Lighting on Light Pollution:

Staff discussed the impacts of string lighting on light pollution with the applicant. While its specific contribution has not been quantified, the applicant states that string lighting, particularly when left on overnight, contributes to light pollution. However, staff note that other forms of exterior lighting (parking lots, security lighting, street lights, existing nonconforming lighting, etc.) are the primary sources of light pollution in Town and would generally remain unaffected by this proposal, except for the prohibition of unshielded lighting. For context, photographs taken from the summit of Snow King at around 7pm on January 22, 2026, are provided below. Staff note that string lighting is only a small fraction of the

visible total light output. The unshielded lighting prohibition in Amendment 2 is expected to have a more meaningful long-term impact on total light pollution than the string lighting amendment.

Figures 1 and 2: View of Jackson from Snow King
Town Center



Key Question #1.

Does Town Council support the proposed String Lighting amendment, which permits year-round string lighting in the downtown core, dimming at 2:00 AM, and a seasonal approach in noncommercial areas?

Staff recommend yes. This amendment was developed through direct engagement with the Jackson Hole Chamber of Commerce and reflects compromises that both the Chamber and the applicant endorsed. Year-round string lighting in the Town Square and central commercial zones supports businesses during shoulder seasons and addresses public safety concerns raised by the Police Department. The 2:00 AM dimming requirement limits overnight impact on dark skies. Lower-density commercial areas retain a seasonal approach consistent with the Town's existing framework.

Key Question #2.

Does Town Council support prohibiting new unshielded exterior lighting fixtures, except where required by Building Code, with existing fixtures and allowing lights to remain until they are naturally replaced when redevelopment or renovation happens?

Staff recommends yes. A prohibition on unshielded fixtures for new development is a meaningful and durable tool for reducing light pollution over time without imposing immediate costs on existing property owners. The approach is gradual by design, working through the natural development cycle rather than requiring retrofits. Staff notes that implementation will require some additional code enforcement attention as new development occurs but does not anticipate a significant impact on resources. The specific Amendments are included below.

Amendment 2.a, Unshielded Light

The proposed amendment prohibits the use of unshielded exterior light fixtures throughout the Town, except where required by the Building Code. This amendment has three components. They are connected and dependent on each other — if Council approves the prohibition of unshielded lighting, the other two components follow as necessary cleanup to make the rules consistent.

5.3.1.B.1

Fully Shielded Light Fixtures. All light sources whose initial output exceeds 600 initial lumens shall be fully shielded. Any structural part of the luminaire providing full shielding shall be attached. Light fixtures that project light above the horizontal plane of the fixture may be used where the architecture of the building restricts light emitted above the horizontal plane. Exterior lighting associated with Town of Jackson or Teton County Parks and

Recreation Department operations on the Town Square shall be exempt from the standards of this section, provided such lighting is turned off by 2:00 a.m. and remains extinguished until two hours before sunrise.

This prohibition applies only to new construction and to properties that undergo significant redevelopment. Existing unshielded fixtures are not required to be removed. They would be classified as nonconforming under the LDRs and could remain in use until they are naturally replaced, at which point a shielded fixture would be required. This approach avoids imposing costs on property owners for fixtures that are currently working and compliant.

Amendment 2.b, Unshielded Light

The Town's existing rules include a separate lower lumen limit for unshielded fixtures, because they were already assumed to be less desirable, they were allowed to emit less light. If unshielded fixtures are prohibited outright, those separate allowances become unnecessary. This component simply removes those rows from the tables, so the rules remain consistent. No property loses any existing rights, and the overall lumen limits remain unchanged.

This amendment removes sections in the following table for Unshielded Fixtures if Amendment 2.a is approved.

5.3.1.B.2 (Table)

How much light is permitted?	All Fixtures	Unshielded Fixtures (for lights emitting fewer than 600 lumens)
Maximum lumens per sq ft of site development		
DC, CR-1, CR-2, CR-3, OR, TS, UC, BP, MHP, P/SP, P, NL-5, NM-2, NH-1	3	Not applicable
R, NL-1, NL-2, NL-3, NL-4, NM-1	1.5	Not applicable
Maximum lumens per acre of site development		
DC, CR-1, CR-2, CR-3, OR, TS, UC, BP, MHP, P/SP, P, NL-5, NM-2, NH-1	50,000	2,000
R, NL-1, NL-2, NL-3, NL-4, NM-1	20,000	1,000

Amendment 2.c, Unshielded Light

Several of the zone-specific tables in the LDRs currently list unshielded fixture lumen limits as a line item. If Component A is approved, those line items become obsolete. This component removes them. It is a housekeeping change that keeps the LDRs internally consistent.

If Amendment 2.a is approved, corresponding revisions will be required to the Scenic Standards Tables within Articles 2–4 to remove redundant references to unshielded lighting. Because lumen limits vary by zoning district, the tables below identify the specific language proposed for removal in each applicable zone.

All Complete Neighborhood Character Zones

6. Scenic Standards
Exterior Lighting (Sec. 5.3.1)
Light trespass prohibited
All lights over 600 initial lumens shall be fully shielded
Lumens per sf of site development (max) 1.5
Lumens per acre of site development (max)
All fixtures 20,000
Unshielded fixtures 1,000
Light Color ≤3000 Kelvin
Scenic Resource Overlay (SRO)(Sec. 5.3.2)

MHP, all Rural Area Zones, and all Special Purpose Zones

8.Scenic Standards
Exterior Lighting(Sec. 5.3.1)

Light trespass prohibited.	
All lights over 600 initial lumens shall be fully shielded.	
	Lumens per sf of site development (max) 1.5
Lumens per acre of site development (max)	
	All fixtures 20,000
	Unshielded fixtures 1,000
	Light Color ≤3000 Kelvin
Scenic Resource Overlay (SRO) Standards(Sec. 5.3.2)	

Key Question #3.

Does Town Council support clarifying light color and the proposed exemption for the Town Square ice-skating rink? Staff recommend yes on both. The clarification improves the enforceability of an existing rule that was already the Town's stated intent, it closes a gap rather than creating a new restriction. The rink exemption is appropriate because the colored lighting is integral to the rink's function as a public recreational amenity and contributes to the vibrancy of the Town Square during winter months. Requiring the rink to comply would effectively prohibit the lighting that defines its character.

Amendment 3, Light Color

The Town's existing rules limit exterior lighting to a maximum Correlated Color Temperature (CCT) of 3,000 Kelvin. Color temperature is a measure of how warm or cool white light appears, lower numbers are warmer and more amber, higher numbers are cooler and more blue. The 3,000 Kelvin limit was designed to prevent the harsh, blue-tinted lighting that is most disruptive to wildlife and the night sky.

The problem is that CCT is a measurement designed for white light sources. It does not translate meaningfully to colored or filtered lighting, green, blue, or purple string lights, for example, do not have a CCT value that can be measured the same way. The current rule leaves it unclear how colored light sources are regulated.

The proposed amendment closes this gap by specifying that colored and filtered exterior light sources, those that produce a single color rather than white light, must be yellow, orange, red, or white without a blue, green, or purple tint. Green, blue, and purple light sources are not permitted outdoors. This is consistent with the intent of the existing CCT limit and makes the rule enforceable for colored light sources in a way the existing rule does not.

The amendment also exempts the Town Square ice-skating rink from the light color standard. The rink uses colored and filtered lighting that cannot comply with the 3,000 Kelvin CCT limit or the color restrictions, that is the nature of rink lighting and what gives the rink its character as a community gathering space during winter. The exemption is narrowly drawn and applies only to rink operations, not to general Town Square exterior lighting.

This amendment adds clarifying language for single-color or filtered exterior light sources.

5.3.1.B.3

Light Color. The Correlated Color Temperature (CCT) of any spectral exterior light source shall not exceed 3,000 Kelvin. The color of any single-color or filtered exterior light source shall not be green, blue, or purple; only yellow, orange, red, and white (without any blue, green or purple tint) light sources are allowed. Exterior lighting associated with Town of Jackson or Teton County Parks and Recreation Department operations on the Town Square shall be exempt from the standards of this section, provided such lighting is turned off by 2:00 a.m. and remains extinguished until two hours before sunrise.

Planning Commission:

On February 4, 2026, the Planning Commission reviewed both amendments and received public comment. Citing concerns about potential impacts on local businesses, the Commission unanimously continued the string lighting amendment (P25-

139) for additional stakeholder discussions while recommending approval of the broader exterior lighting amendments (P25-234).

On March 6, 2026, Planning staff facilitated a meeting between the applicant and the Jackson Hole Chamber of Commerce to identify areas of agreement and discuss potential revisions. Several alternatives were explored, resulting in a revised amendment that reflects the compromises developed through that discussion. The current draft has been reviewed by both parties and was unanimously recommended for approval by the Planning Commission on March 18, 2026.

LDR Text Amendment Factors of Consideration:

The Council's decision regarding text amendments is controlled by LDR 8.7.2.C. Pursuant to that section, the decision to amend the text of the LDRs is at the legislative discretion of the Town Council and is not determined by any single factor. In deciding whether to adopt, modify, or deny a proposed text amendment, the Town Council shall consider the factors set forth below. Staff have set out the five factors with accompanying staff analysis below for each proposed text amendment.

Findings String lighting

1. ***Is consistent with the purposes and organization of the LDRs;***

Complies. The proposed amendments are consistent with the purpose and organization of the LDRs, as they clarify compliance for string light use in both commercial and residential uses within the town.

2. ***Improves the consistency of the LDRs with other provisions of the LDRs;***

Complies. The proposed amendments establish clear and consistent standards for string lighting throughout the Town, including zone-specific requirements for installation periods, operating hours, dimming, and total light output.

3. ***Provides flexibility for landowners within standards that clearly define desired character;***

Complies. The proposed amendments provide flexibility for the use of string lights while establishing clear standards to protect the night sky.

4. ***Is necessary to address changing conditions, public necessity, and/or state or federal legislation; and***

Complies. The proposed amendments respond to changing community priorities regarding dark-sky preservation and support continued compliance with Dark Sky Community standards. They are also consistent with Comprehensive Plan Policy 1.3.d and Principles 1.3 and 2.1.

5. ***Is consistent with other adopted Town Ordinances.***

Complies. The proposed amendments do not conflict with any other adopted Town Ordinances.

Findings Unshielded exterior lighting and light color

1. ***Is consistent with the purposes and organization of the LDRs;***

Complies. The proposed amendments are consistent with the purpose and organization of the LDRs, as they build upon prior exterior lighting amendments (P22-015) by further limiting unshielded lighting and establishing light color standards that reduce light pollution and support the Town's dark-sky objectives.

2. ***Improves the consistency of the LDRs with other provisions of the LDRs;***

Complies. The proposed amendments improve consistency within the LDRs by aligning exterior lighting standards with other provisions intended to reduce light pollution and protect the Town's dark-sky character.

3. ***Provides flexibility for landowners within standards that clearly define desired character;***

Complies. The proposed amendments provide flexibility for exterior lighting while establishing clear standards that minimize light pollution and protect the night sky.

4. ***Is necessary to address changing conditions, public necessity, and/or state or federal legislation; and***
Complies. The proposed amendments respond to changing community priorities regarding light pollution and dark-sky preservation and support continued compliance with Dark Sky Community standards. They are also consistent with Comprehensive Plan Policy 1.3.d and Principle 1.3.
5. ***Is consistent with other adopted Town Ordinances.***
Complies. The proposed amendments do not conflict with any other adopted Town Ordinances.

Possible Alternatives.

1. The Town Council may direct staff to revise specific provisions of the proposed amendments and return with amended language for further consideration. Council could, for example, adjust the string lighting shutoff times, modify the zones where year-round lighting is permitted, or revise the scope of the unshielded lighting prohibition before directing staff to proceed to ordinance drafting.
2. The Town Council may determine that the proposed amendments are not appropriate and choose not to adopt the amendments. The existing string lighting standards adopted in 2022 would remain in effect, and the prohibition on unshielded lighting and light color clarifications would not be implemented. The Town's Dark Sky Certification would not be immediately affected, but the applicant's monitoring data suggesting increasing light pollution between 2022 and 2024 would go unaddressed by these regulatory tools.

Comprehensive Plan Alignment and Priority Alignment.

The proposed amendment directly advance the following adopted Comprehensive Plan goals:

- Policy 1.3.d: calls for maintaining dark night skies under the Environmental Stewardship section, and advances Teton County's goal of achieving 100% dark sky compliance by 2030.
- *Principle 1.3: Maintain the scenic resources of the community.* Dark night skies are a defining natural feature of both the Town of Jackson and the Grand Teton National Park region.
- *Principle 2.1: Reduce the consumption of non-renewable energy.* Applying outdoor lighting more precisely reduces the total amount of light needed, resulting in lower electricity consumption.
- Policy 6.3.a: Ensure year-round economic viability: The amendment continues to allow string lighting, subject to reasonable limitations, which helps businesses maintain attractive and welcoming outdoor environments that support year-round economic activity, particularly during shoulder seasons when visitation and commercial activity are typically lower.

Staff do not identify tension between these amendments and other Comprehensive Plan goals. The stakeholder engagement process specifically addressed the potential conflict between dark-sky objectives and commercial vitality, and the resulting amendments reflect a deliberate balance between both.

Fiscal Impact.

Staff does not anticipate any immediate fiscal impacts from the proposed amendments.

Staff Impact.

Staff spent approximately 65 hours reviewing the application, facilitating stakeholder discussions, conducting research, attending two Planning Commission meetings, and preparing staff reports. The substantial time commitment was primarily due to multiple application revisions, coordination with stakeholders, and scheduling delays. In addition, implementation may require additional staff time for long-term code enforcement and compliance monitoring. This item does not create a workload conflict with existing Council-directed priorities.

Attachments.

- Applicant Submittal
- Town of Jackson Police Department Letter

Suggested Motions.

String lighting

I move to **approve** Text Amendment P25-139 to amend LDR Section 5.3.1.C.3. as presented in the staff report dated July 7, 2026, and direct staff to present the ordinance for first reading at a future Council meeting.

Unshielded exterior lighting and light color

I move to **approve** Text Amendment P25-234 to amend LDR Section 5.3.1.B and Articles 2, 3, and 4 as presented in the staff report dated July 7, 2026, and direct staff to present the ordinance for first reading at a future Council meeting.



PLANNING PERMIT APPLICATION
Planning & Building Department

150 E Pearl Ave. | ph: (307) 733-0440
P.O. Box 1687 | www.townofjackson.com
Jackson, WY 83001

For Office Use Only

Fees Paid _____ Date & Time Received _____
Application #s _____

Please note: Applications received after 3 PM will be processed the next business day.

PROJECT.

Name/Description: Wyoming Stargazing / String Lighting Amendment
Physical Address: Town of Jackson
Lot, Subdivision: _____ PIDN: _____

PROPERTY OWNER.

Name: _____ Phone: _____
Mailing Address: _____ ZIP: _____
E-mail: _____

APPLICANT/AGENT.

Name: Samuel Singer / Wyoming Stargazing Phone: 307-413-4779
Mailing Address: PO Box 9584 Jackson, WY ZIP: 83002
E-mail: Samuel@wyomingstargazing.org

DESIGNATED PRIMARY CONTACT.

_____ Property Owner ☒ Applicant/Agent

TYPE OF APPLICATION. Please check all that apply; review the type of application at www.townofjackson/200/Planning

Use Permit

_____ Basic Use
_____ Conditional Use
_____ Special Use

Relief from the LDRs

_____ Administrative Adjustment
_____ Variance
_____ Beneficial Use Determination
_____ Appeal of an Admin. Decision

Physical Development

_____ Sketch Plan
_____ Development Plan
_____ Design Review

Subdivision/Development Option

_____ Subdivision Plat
_____ Boundary Adjustment (replat)
_____ Boundary Adjustment (no plat)
_____ Development Option Plan

Interpretations

_____ Formal Interpretation
_____ Zoning Compliance Verification

Amendments to the LDRs

☒ LDR Text Amendment
_____ Map Amendment

Miscellaneous

_____ Other: _____
_____ Environmental Analysis

PRE-SUBMITTAL STEPS. To see if pre-submittal steps apply to you, go to www.townofjackson.com/200/Planning and select the relevant application type for requirements. Please submit all required pre-submittal steps with application.

Pre-application Conference #: _____ Environmental Analysis #: _____
Original Permit #: _____ Date of Neighborhood Meeting: _____

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. Go to www.townofjackson.com/200/Planning and select the relevant application type for submittal requirements.

Have you attached the following?

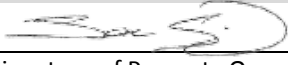
_____ **Application Fee.** Fees are cumulative. Go to www.townofjackson.com/200/Planning and select the relevant application type for the fees.

_____ **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 template at <http://www.townofjackson.com/DocumentCenter/View/845/LetterOfAuthorization-PDF>.

_____ **Response to Submittal Requirements.** The submittal requirements can be found on the TOJ website for the specific application. If a pre-application conference is required, the submittal requirements will be provided to applicant at the conference. The submittal requirements are at www.townofjackson.com/200/Planning under the relevant application type.

Note: Information provided by the applicant or other review agencies during the planning process may identify other requirements that were not evident at the time of application submittal or a Pre-Application Conference, if held. Staff may request additional materials during review as needed to determine compliance with the LDRs.

Under penalty of perjury, I hereby certify that I have read this application and associated checklists 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, and hereby authorize representatives of Teton County to enter upon the above-mentioned property during normal business hours, after making a reasonable effort to contact the owner/applicant prior to entering.



Signature of Property Owner or Authorized Applicant/Agent
Samuel Singer

Name Printed

7/14/2025

Date
Executive Director

Title

Application for a
Land Development Regulation
Amendment

Submittal date: July 25, 2025

Applicant:

Wyoming Stargazing
PO Box 9584
Jackson, WY 83002
307-413-4779
samuel@wyomingstargazing.org

Introduction

This application proposes to amend the following components of the Town of Jackson Land Development Regulations Article 5 ('Physical Development Standards Applicable in All Zones'):

- Div. 5.3. ('Scenic Standards'), §5.3.1. ('Exterior Lighting Standards')
 - Section 9: String Lighting

We propose changes to the String Lighting Policy to the Town of Jackson Exterior Lighting Standards in order to safeguard dark night skies and ensure future compliance with the County's Dark Sky Community Certification. The proposed amendment would alleviate issues with the proliferation of string lighting, difficulties in enforcing and complying with existing policies, and would be consistent with the goals of Policy 1.3.d ("Maintain dark night skies") in the Town of Jackson Comprehensive Plan's 'Environmental Stewardship' section as well as Teton's County's commitment to be 100% dark sky compliant by 2030.

In accordance with the requirements set forth in the Land Development Regulations (LDRs) this application will outline that the proposed amendment to the exterior lighting standard:

- Is consistent with the purposes and organization of the LDRs;
- Improves the consistency of the LDRs with other provisions of the LDRs;
- Provides flexibility for landowners within standards that clearly define desired character;
- Is necessary to address changing conditions, public necessity, and/or state or federal legislation;
- Improves implementation of the Comprehensive Plan; and
- Is consistent with other adopted Town of Jackson Resolutions.

Overview: Maintaining Dark Skies

Preserving Town of Jackson's natural character is central to the 'Vision and Common Values' of the Comprehensive Plan, which emphasizes that "to achieve our desired community character, the community must protect and enhance the ecosystem in which we live." Maintaining the region's dark night skies is enumerated as a specific goal of the Plan. It specifically calls for looking "beyond daytime viewsheds" in guiding sensible development in the future:

Lighting of individual developments cumulatively impacts the ability to see dark and starry night skies. Although lighting is required for public safety, especially along pedestrian corridors, non-essential lighting will be limited and all lighting will be designed to meet dark skies best practices. Existing development will also be encouraged to implement best practices.

In order to maintain dark night skies and ensure compliance with Town of Jackson's Dark Sky Community Certification

The purpose of the Town of Jackson Exterior Lighting Standard (§5.3.1.) is “ to allow necessary and reasonable lighting of public and private property for the safety, security, and convenience of occupants and the general public, while eliminating or reducing the nuisance and hazards of light pollution, including, but not limited to: glare, light trespass, sky glow, energy waste, and negative impacts on the nocturnal environment.” It is housed in the County's LDRs' 'Scenic Standards' Division (5.3), which finds that “dark skies are vital to the community's natural character.”

Proposed String Lighting Policy

9. **String Lighting.** String lighting consists of individual light sources that are connected by free-strung wires or are placed inside tubing that result in many points of light.
 - a. String lighting may be installed in any zone with the following provisions and restrictions:
 - i. All individual light sources (bulbs or individual LEDs) on string lighting shall not exceed fifty (50) lumens per source.
 - ii. String lighting shall not be used to outline or highlight a building or portion of a building.
 - iii. String lighting shall comply with the regulation on Moving Signs (Section 5.6.2.D.1).
 - iv. String lighting shall comply with the regulation on Color Temperature (5.3.1.B.3). This means that green, blue, indigo, and violet (purple) light sources are prohibited as well as white light sources that have a color temperature greater than 3000K.
 - v. String lighting shall comply with the regulation on Total Exterior Light Output (5.3.1.B.2).
 - vi. String lighting shall comply with the regulation on Light Trespass (5.3.1.B.4).
 - vii. String lighting shall be controlled with a programmable timer switch.
 - viii. String lighting shall be extinguished no later than two hours after sunset until one hour before sunrise on the following day.
 - b. Exemptions
 - i. String Lighting used by businesses and establishments open to the public shall be:
 1. Exempt from the regulation on Light Trespass (5.3.1.B.4) and the curfew in this section (5.3.1.B.9.a.viii).

2. Extinguished at the end of the business's or establishment's normal business hours or by 11pm (whichever is earlier) and shall remain extinguished until one hour before sunrise the following day.
- ii. String Lighting beginning December 1st and continuing until January 15th shall be:
 1. Exempt from the following regulations:
 - a. Maximum lumen allowance per individual light source (5.3.1.B.9.a.i)
 - b. Building outlining or highlighting ([5.3.1.B.9.a.ii](#))
 - c. Sign Standards (5.6.1.E.6.a.i, 5.6.2.D.1)
 - d. Color Temperature (5.3.1.B.3)
 - e. Total Exterior Light Output (5.3.1.B.2)
 - f. Light Trespass (5.3.1.B.4)
 - g. The timer switch requirement (5.3.1.B.9.a.vii)
 - h. The curfew in this section (5.3.1.B.9.a.viii)

Consistency with LDRs

Our proposed amendments propose different treatments between uses of year-round string lighting compared to season holiday lighting. Our amendments also adhere to the original purposes of the exterior lighting standard to:

§1.3.1.: *"Preserve and protect the area's ecosystem in order to ensure a healthy environment, community, and economy for current and future generations."* Given the rapidly maturing scientific understanding of the problem of light pollution and the ecological consequences of artificial light at night, sufficient evidence exists to support the proposition that a healthy and resilient environment requires accessible nighttime darkness. In particular, given the rural nature of the predominantly public lands surrounding and adjacent to Town of Jackson, its nighttime light impact is outsized compared to more urban communities of its size.

§1.3.2.(A)(2): *"Consume less nonrenewable energy as a community in the future than we do today."* While modern lighting technologies are highly energy efficient, a lower total cost of ownership may promote unnecessary use of light at night. This may undermine or even erase the environmental benefits of modern, energy-efficient lighting. Better outdoor lighting practices that make use of the full range of capabilities of these new technologies naturally lead to lower light consumption and further energy savings without any obvious negative consequences.

§1.3.2.(A)(3): *"Residents and visitors will safely, efficiently, and economically move within our community and throughout the region using alternative modes of transportation."* One goal of this proposal is to enhance nighttime visibility in Town of Jackson so as to improve public safety. The pursuit of dark skies in Town of Jackson does

not entail accepting compromised safety and security; ‘dark skies’ doesn’t mean ‘dark ground’. Nighttime hazards will be more visible, reducing the risk associated with transit under such conditions.

§1.3.4.(A): “Ensure standards are consistently applied to similar applications and circumstances.” Another goal of this proposal is to more precisely delineate the Exterior Lighting and Town of Jackson Sign Standards; add detail to elicit more voluntary compliance with the LDRs; tighten technical definitions to better articulate the intended effects of the LDRs; and provide better outdoor lighting guidance to homeowners, business owners, and public officials.

Clear Definitions and Flexibility

Our proposal strengthens and clarifies uses of string lighting so as to ensure more consistency and predictability of LDR enforcement. The nature of the new standards are aimed at helping developers, property owners, plan reviewers and code enforcement officials better understand the requirements, and to make it easier for them to comply with the requirements of those sections. Our amendments strike a balance between the private property rights of individuals and businesses who want to use string lights with those who do not.

Necessity of Addressing Changing Conditions

As Town of Jackson continues to grow in coming decades, the need to balance development pressures with the purpose and vision of the LDRs in creating consistent community character, preserving a healthy environment, and cultivating a sustainable regional economy drives an equally significant need to reduce light pollution and maintain the area’s dark night skies. Innovation in lighting design and technology enables addressing this need while ensuring public safety and respecting property rights. The ongoing conversion of existing outdoor lighting stock in Town of Jackson to highly energy-efficient light-emitting diode (LED) technology helps reduce electricity consumption and reduce Town of Jackson’s carbon footprint, but the tendency toward overconsumption of progressively cheaper resources threatens to wipe out these gains.¹ This is especially true with string lighting because it requires no professionals to install, requires no hard wiring, and is an incredibly cost effective way to produce light. String lighting is creating new social and environmental problems through its poor application of light at night relative to the needs of property owners and the community as a whole. Our proposal addresses these concerns and seeks a sensible solution, the goal of which is to improve nighttime visibility in Town of Jackson by targeting and reducing wasted light at night, while at the same time making compliance with exterior lighting standards easier.

¹ Kyba, C. C. M., *et al.* (2017). Artificially lit surface of Earth at night increasing in radiance and extent. In *Science Advances* (Vol. 3, Issue 11, p. e1701528). <https://doi.org/10.1126/sciadv.1701528>

Improved Implementation of the Comprehensive Plan

The Comprehensive Plan is clear and direct in its intent to maintain dark night skies as part of preserving ecological aspects of Town of Jackson's community character. Its Policy 1.3.d. directly calls for this:

The prominence of nature over the built environment should extend beyond daytime viewsheds. The lighting of individual developments cumulatively impacts the ability to see dark and starry night skies. Although illumination is required for public safety, especially along pedestrian corridors, non-essential lighting should be limited, and all lighting will be designed to meet dark skies best practices. Existing development will also be encouraged to implement best practices.

The amendments in the current proposal further support and strengthen community commitment to realizing the aspirations Policy 1.3.d in particular. By reducing light waste and further lowering light consumption, the proposal also supports the broader Principles of the Comprehensive Plan, including:

- *"Maintain healthy populations of all native species"* (Principle 1.1): Reducing light waste prevents light at night from impinging on nocturnal wildlife habitat and promotes a healthy urban ecology.
- *"Maintain the scenic resources of the community"* (Principle 1.3): Dark night skies are among the signature natural resources of Town of Jackson and Grand Teton National Park region.
- *"Reduce the consumption of non-renewable energy"* (Principle 2.1): Better and more precise application of outdoor light at night will naturally reduce the amount of light needed to get the job done, resulting in decreased electricity consumption.
- *"Increase energy efficiency in buildings"* (Principle 2.4): Similarly, more efficient use of outdoor light at night will reduce energy costs for building owners.
- *"Manage growth predictably and locally"* (Principle 3.3): The proposed amendments further articulate the responsibilities and privileges of property owners under the LDRs. They clarify community expectations to ensure that Town of Jackson can continue to grow and develop without necessarily inflicting environmental harm as a consequence of doing so.
- *"Enhance civic spaces, social functions, and environmental amenities to make [Town of Jackson] a more desirable Complete Neighborhood"* (Principle 4.4): Quality outdoor lighting improves nighttime visibility, enhancing public safety and promoting real security in Town of Jackson. Coupled with the splendor of the region's dark night skies, the result is outdoor spaces in which visitors and residents alike feel safe and secure at night, promoting community wellbeing.

- *“Measure prosperity in natural and economic capital”* (Principle 6.1): Town of Jackson’s natural capital contributes to clean jobs and sustainable tourism that are both good for the community’s bottom line.
- *“Promote a stable and diverse economy”* (Principle 6.2): Increasingly, concern for and attention to dark skies mean rural economic development. One recent estimate put the economic impact from night-sky tourism on the Colorado Plateau alone at \$6 billion and 10,000 jobs in the decade of the 2020s.² As tourism is expected to ramp up quickly with the end of the COVID-19 pandemic in sight, the County stands to benefit substantially from a robust ‘astrotourism’ sector.

Consistency with Town of Jackson Ordinances

There are no known inconsistencies with the current proposal and either the LDRs or any other existing County Resolutions.

Summary

Pursuit of the Comprehensive Plan’s Vision, Common Values, and specific policies relating to maintaining dark night skies in the region began more than 20 years ago and continues with the further modernization of the County LDRs through the amendments in the current proposal. Now that Town of Jackson has obtained International Dark Sky Community accreditation it is essential that Town of Jackson work with individual property owners and businesses to ensure that the commitment to maintaining dark night skies becomes a community-wide reality.

In summary, approving this amendment:

- **Furtheres the objectives of the LDRs and Comprehensive Plan;**
- **Maintains the consistency among provisions of the LDRs;**
- **Provides flexibility for landowners within standards that clearly define desired character;**
- **Is necessary to address changing conditions brought on by the rapid adoption of LED lighting technology and the emerging market for Electronic Message Centers, especially with string lighting;**
- **Improves implementation of the Comprehensive Plan by adhering more closely to lighting design best practices;**
- **Is consistent with other adopted County Resolutions; and**

² Mitchell, D. and Gallaway, T. (2019), "Dark sky tourism: economic impacts on the Colorado Plateau Economy, USA", *Tourism Review*, Vol. 74 No. 4, pp. 930-942. <https://doi.org/10.1108/TR-10-2018-0146>

- **Meets core outdoor lighting policy requirements for International Dark Sky Community accreditation.**



Jackson Police Department

Michelle A. Weber
Chief of Police

December 1, 2025

Re: Support for Year-Round Town Square Lighting Until 2:00 a.m.

Dear Mr. Bowen,

I am writing in my capacity as Chief of Police to express my strong support for maintaining year-round illumination of the Town Square until 2:00 a.m., a schedule that aligns with the closing time of our local bars and late-night establishments.

Several years ago, the Town experienced a serious assault in the Town Square area after the lights had been turned off much earlier in the evening. In the aftermath, the Police Department, in partnership with Parks & Recreation, conducted a thorough review to identify contributing factors and potential prevention strategies. As a result, shrubbery within the Square was trimmed back to eliminate concealment areas, and lighting was increased to enhance visibility and natural surveillance. These measures were intentional, evidence-based, and directly addressed key risk factors that contribute to late-night crime.

Since implementing these improvements, we have seen the positive impact of a safer, more visible public space. The Town Square is the heart of our community, heavily used by residents and visitors alike. Increased visibility has been a critical component in preventing crime, deterring disorderly behavior, and ensuring a sense of safety for those walking through the area late at night.

I understand and respect the perspectives of organizations that prioritize the preservation of our dark skies. Jackson's natural environment is one of our most treasured assets. However, from a public-safety standpoint, the Town Square is a unique and high-use area where the need for visibility, safety, and crime prevention must remain central in our decision-making. Responsible lighting in this concentrated commercial core does not undermine our community's broader dark-sky values; rather, it provides essential protection in a location with the highest nighttime foot traffic and risk.

As Chief of Police, my primary responsibility is to protect the wellbeing of our residents, workforce, and visitors. Jackson is consistently regarded as a safe community and maintaining appropriate lighting in the Town Square and surrounding area, especially during peak late-night hours, is an important part of preserving that safety. Keeping lights on until 2:00 a.m. is a practical, common-sense measure that supports law enforcement, deters crime, and allows people to move through the Town Square confidently and securely.

Thank you for the opportunity to provide input. I appreciate your consideration and remain available to answer any questions or offer additional information.

Sincerely,

Michelle Weber



Memorandum

To: Town of Jackson Planning and Building Department

From: Tanya Anderson
Town of Jackson Ecosystem Stewardship Administrator

Re: P25-031, a request for LDR Text Amendment to amend the text of the Land Development Regulations pursuant to Section 8.7.1. to change the String Lighting Policy to the Town of Jackson Exterior Lighting Standards, LDR 5.3.1, in order to safeguard dark night skies and ensure future compliance with the County's Dark Sky Community Certification.

Date: August 11, 2025

Planning and Building Department,

Thank you for providing the opportunity to comment on item P25-031, a request for LDR Text Amendment to amend the text of the Land Development Regulations (LDRs), specifically LDR 5.3.1, Exterior Lighting Standards, to change the String Lighting Policy. I am in support of the proposed text amendments to LDR 5.3.1.

On April 11, 2025, Teton County, including the Town of Jackson, attained Dark Sky Community Certification. To accomplish this, we had to adopt dark-sky lighting standards in both the Town and the County and commit to converting publicly-owned lighting to dark-sky compliant lighting by April 11, 2030. Our community has made strong commitments to preserve our dark skies. However, data shows that light pollution is steadily increasing in our community. Furthermore, sky brightness is highest in the winter months. Some winter sky brightness can be attributed to natural conditions such as the reflection of moonlight in snow. Grand Teton National Park also experiences increased sky brightness in the winter. However, the difference in sky brightness between the Town of Jackson and Grand Teton National Park is greatest in the winter, suggesting that non-natural light sources are at play.

Sky brightness is measured in magnitude per arc second squared, or "maximum magnitude". The higher the magnitude, the darker the night sky. The maximum magnitude in the Town of Jackson has decreased from 20.99 in 2022 to 20.45 in 2024, showing an increase in light pollution during that period. Figure 1 (below) compares the seasonal average maximum magnitude between midnight and 3 am in Jackson and Grand Teton National Park (GTNP). Both locations experience the highest average maximum magnitude in the summer and the lowest in the winter. However, the difference in magnitude between Jackson and GTNP is 13.04% in winter, 9.10% in spring, 6.73% in summer, and 7.43% in fall. Increased holiday lighting likely plays a role in the greater difference in maximum magnitude between Town and GTNP in the winter months. String lighting is one potential source of this light pollution.



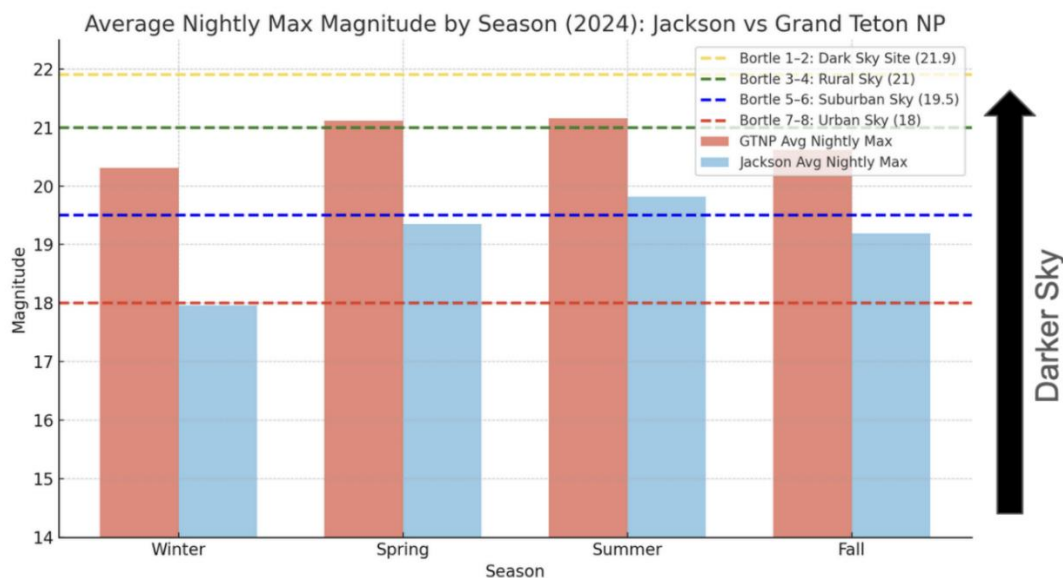


Figure 1. Average nightly magnitude by season in 2024 for Jackson and GTNP. Source: Wyoming Stargazing and GTNP.

String lighting is associated with the holidays, but it is also used in the Town of Jackson to draw attention to businesses. It is frequently used year-round and is often left on overnight or even 24 hours a day. Not only does this waste electricity, but it also contributes to light trespass and light pollution. The proposed text amendments to the LDRs could reduce string light brightness and intensity, the time of day that string lighting may be left on, and the season in which string lighting may be used. This will reduce light pollution and associated impacts to human health and wildlife without dampening holiday cheer.

The proposed text amendments to the LDRs maintain flexibility for business owners while decreasing the impact of outdoor lighting. Exemptions between December 1 and January 15 allow for increased lighting over the holidays without letting that lighting become permanent “signage” for businesses.

The measured increase in sky brightness in the winter months runs counter to our community’s commitment to maintain our Dark Sky Community Certification by decreasing light pollution. Thus, I recommend accepting the proposed LDR Text Amendments to LDR 5.3.1, Exterior Lighting Standards, with minor edits by staff as needed.

Thank you for the opportunity to review this LDR Text Amendment. Please contact me with any questions.

STAFF REPORT



Meeting Date:	July 6, 2026	Meeting Title:	Regular
Submitting Department:	Pathways	Presenter:	Brian Schilling
Agenda Item:	Resolution 26-13: A Resolution for TAP Grant Funding Application for Scott Lane/Maple Way Bicycle/Pedestrian/ADA Improvements	Public Comment:	Yes

Purpose or Policy Considerations.

The purpose of this item is for the Council to consider a Resolution to apply for Transportation Alternatives Program funding through the Wyoming Department of Transportation (WYDOT) for the Scott Lane/Maple Way Bicycle/Pedestrian/ADA Improvements project.

Recommendations.

Staff recommend Council approve Resolution 26-13 authorizing submission of a TAP grant application to WYDOT for up to \$1,000,000 in federal funds for the Scott Lane/Maple Way Bicycle/Pedestrian/ADA Improvements project. This project has been in active development since 2019. The engineering design is complete and WYDOT-approved, and the Town has already committed to completing construction by 2030 through acceptance of prior TAP funding. Approving this resolution does not obligate the Town to accept the grant, it authorizes staff to apply.

Background.

The Transportation Alternatives Program (TAP) is a federal transportation funding program administered through WYDOT for bicycle and pedestrian infrastructure, streetscape and ADA improvements, and other projects that enhance transportation access. TAP funding is distributed on a reimbursement request basis, with a 9.51% local match required for all approved funds.

The Town has applied for and been awarded TAP funding for numerous past projects. The most recent TAP funding was awarded in 2020 for design and engineering for this same Scott Lane/Maple Way project. In accepting those funds, the Town committed to constructing the improvements by spring of 2030. The design of the surface improvements was completed in late 2024 and was approved by WYDOT in early 2025. The next steps in the project development will be to coordinate utility improvements in the project corridor with the surface improvements and to schedule the construction work in the Town Capital Improvement Program.

Staff submitted a TAP Statement of Intent to WYDOT in April 2026 to indicate the Town's desire to apply for funding and then attended a WYDOT site visit/pre-application meeting in May. The proposed funding request through the TAP program is for \$1,000,000 in federal funding which requires a 9.51% local match (\$105,094) for a total of \$1,105,094. Separately, the Town has also applied for grant funds for the surface improvements through the Safe Streets for All program and has already been awarded \$1,000,000 for the utility work through a Congressionally Directed Spending allocation. Notification on the SS4A funding request is expected later in 2026. If awarded TAP funding, the Town will have a maximum of three years to complete the project. Given the extensive prior planning work that has been conducted for this project and that the project engineering has already been completed, staff are confident that the Town can adhere to this timeline.

Prior discussion on the project, FY20 grant, and detailed design work is covered in the staff reports listed below:

- July 1, 2019 – Approval of the initial TAP Grant Application for the Scott Lane/Maple Way project design
 - Staff Report: <https://jacksonwy.portal.civicclerk.com/event/212/files/attachment/1564>
- February 18, 2020 – Approval of the TAP Grant Agreement with WYDOT
 - Staff Report: <https://jacksonwy.portal.civicclerk.com/event/416/files/attachment/1965>
- March 7, 2022 – Approval of the Concept Design for the Scott Lane/Maple Way improvements
 - Staff Report: <https://jacksonwy.portal.civicclerk.com/event/1634/files/attachment/3840>
- November 21, 2022 – Approval of the TAP Grant Agreement Amendment (extension)
 - Staff Report: <https://jacksonwy.portal.civicclerk.com/event/1654/files/attachment/4490>
- January 17, 2023 – Approval of the Simon Lane realignment and Scott/Snow King protected intersection design
 - Staff Report: <https://jacksonwy.portal.civicclerk.com/event/1730/files/attachment/4591>
- February 18, 2025 – Approval of the FY20 TAP Final Acceptance Certificate
 - Staff Report: <https://jacksonwy.portal.civicclerk.com/event/2234/files/attachment/6347>

For a description of the project design and public outreach processes, staff recommend reviewing the staff reports from March 7, 2022, and January 17, 2023. In brief, the project design includes improved sidewalks, ADA facilities, and protected bike lanes along Snow King Avenue, Scott Lane, and Maple Way, as well as a realigned Simon Lane with a protected intersection at the Scott Lane/Snow King Ave./Simon Lane intersection.

Analysis & Key Policy Questions.

Council has two decisions to make today, and both are straightforward given the project's history. This project has been in active development since 2019 and has received prior Council approval at multiple stages, including concept design, detailed design, and two prior grant agreements. The engineering is complete and WYDOT-approved. The Town has already committed to completing construction by 2030 through acceptance of the 2020 TAP grant. Development pressure in this corridor is expected to increase significantly as commuter and visitor traffic increases.

Key Question 1: Does Council wish to pursue this project?

Staff recommend yes, the case for this project is well-established and the commitment to complete it by 2030 is already on the record. TAP is a strong match for this project for three specific reasons. First, WYDOT has already funded the design phase and approved the design, which signals continued program interest in supporting construction. WYDOT also conducted a site visit in May 2026 and indicated interest in continuing to support the project. Second, the required local match of 9.51% is among the lowest of any available federal transportation funding program, prior TAP awards required a 20% match. Third, the grant administration process is straightforward with relatively low overhead compared to other federal programs.

Key Question 2: Does Council wish to pursue additional funding for this project?

Staff recommend yes. The Town is well-positioned to compete for this funding, and the administrative burden is manageable.

Possible Alternatives.

Alternative 1: The Council could opt not to approve the Resolution. This would disqualify the Town from applying for TAP funds for the FY27 funding cycle. The Town could apply for funds in future rounds, but this would delay the project by at least a year at a point when the 2030 construction deadline, already a firm commitment accepted with the 2020 TAP grant, is approaching. Given that the Town is simultaneously pursuing multiple

funding sources for this project, a gap in TAP funding would also complicate the overall funding picture and construction scheduling. Staff do not recommend this alternative.

Comprehensive Plan & Priority Alignment.

The project is specifically mentioned as a high priority project in the Comp Plan, and aligns with numerous Comp Plan policies and goals, including:

- Policy 7.1.c: Increase the capacity for use of alternative transportation modes
- Policy 7.1.d: Discourage use of single occupancy motor vehicles (SOV)
- Policy 7.1.e: Coordinate transportation network decisions
- Policy 7.2.a: Create a transportation network based on “complete streets” and “context sensitive” solutions
- Policy 7.2.d: Complete key Transportation Network Projects to improve connectivity
 - Upgrade Snow King – Maple Way

The project area is also specifically identified in the Integrated Transportation Plan, the Pathways Master Plan, and the recently adopted Safe Streets for All Safety Action Plan and is located in a Transitional Neighborhood where future density is planned. Staff note no tension between this project and other Comprehensive Plan goals.

Fiscal Impact.

The total proposed project budget for this grant application is \$1,105,094, consisting of \$1,000,000 in federal TAP funds and a required local match of \$105,094, a 9.51% match rate. The local match can be covered by SPET funds previously allocated for this project and does not require new appropriation at this time. If the grant is awarded and accepted, the local match would be incorporated into the FY28 budget.

Council should be aware that this TAP application is one of three concurrent funding requests for this project. The Town has separately applied for \$1,000,000 through the Safe Streets for All program and has already been awarded \$1,000,000 through a Congressionally Directed Spending allocation for utility work. The total project cost and the relationship between these three funding sources will be presented to Council when construction is ready to be scheduled and budgeted, likely in FY27 or FY28. Approving this resolution today does not commit the Town to accepting the grant or appropriating matching funds, those decisions come later.

Staff Impact.

Pathways staff will assist in preparing the grant. However, S2 Strategies will cover the bulk of the grant preparation, so the impact on staff for the grant application will be relatively minor. If the grant is awarded and accepted, there will be additional moderate to significant impacts to Pathways, Finance, and Legal staff in administering the grant and managing the project. Estimates for administering the grant are 10 hours for the Pathways Coordinator, 4 hours for the Finance Director, and 1 hour for the Town Attorney and other legal staff.

Attachments or Links.

1. Resolution 26-13 A Resolution Authorizing the Submission of an Application for Federal Funding Through the Transportation Alternatives Program Administered by the Wyoming Department of Transportation for the Town of Jackson, Wyoming for the Purposes of the Scott Lane/Maple Way Bike/Ped/ADA Improvements Project

Suggested Motion.

I move to approve Resolution 26-13 authorizing the Town of Jackson to submit a grant application to the WYDOT Transportation Alternatives Program for up to \$1,000,000 in federal funds for the Scott Lane/Maple Way Bicycle/Pedestrian/ADA Improvements project.

RESOLUTION NO. 26-13

A RESOLUTION AUTHORIZING THE SUBMISSION OF AN APPLICATION FOR FEDERAL FUNDING THROUGH THE TRANSPORTATION ALTERNATIVES PROGRAM ADMINISTERED BY THE WYOMING DEPARTMENT OF TRANSPORTATION FOR THE TOWN OF JACKSON, WYOMING FOR THE PURPOSES OF THE SCOTT LANE/MAPLE WAY BIKE/PED/ADA IMPROVEMENTS PROJECT

WITNESSETH

WHEREAS, the governing body for the Town of Jackson desires to participate in the Transportation Alternatives Program (TAP) to assist in funding this project;

WHEREAS, the governing body for the Town of Jackson recognizes the need for the project;

WHEREAS, TAP requires that federal funding criteria be met, and the Town of Jackson agrees to ensure satisfaction of all requirements;

WHEREAS, the Town of Jackson acknowledges that if funded, the TAP project shall be completed prior to December 31, 2029;

WHEREAS, the governing body for the Town of Jackson agrees to set aside a minimum of \$105,095 as a line item in its budget for the required nine and fifty-one hundredths percent (9.51%) local cash match on the project;

WHEREAS, the governing body for the Town of Jackson acknowledges TAP is funded on a reimbursement basis and all invoices must be 100% paid by the Town of Jackson prior to reimbursement through TAP (90.49% Federal Reimbursement). The Town of Jackson acknowledges that failure to comply with this requirement may result in cancellation of the award and repayment by the Town of Jackson of all funds reimbursed.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY for the Town of Jackson that a funding application requesting \$1,000,000 in federal TAP funding be submitted to the Wyoming Department of Transportation – TAP for consideration to assist in funding for the Town of Jackson project.

BE IT FURTHER RESOLVED, THAT Brian Schilling, Pathways Coordinator for the Town of Jackson and Teton County, is hereby designated as the Project Administrator to act on behalf of the governing body of the Town of Jackson on all matters relating to this funding application.

PASSED, APPROVED, AND ADOPTED THIS 6th DAY OF JULY, 2026.

TOWN OF JACKSON

Arne O. Jorgensen, Mayor

ATTEST: _____
_____, Town Clerk

STAFF REPORT



Meeting Date:	July 6, 2026	Meeting Title:	Regular
Submitting Department:	External Affairs	Presenter:	Susan Scarlata
Agenda Item:	Working Agreements Resolution #26-14	Public Comment:	Yes

Purpose or Policy Considerations.

The purpose of this item is for Council to review and adopt a Resolution regarding its Working Agreements. At its June 15th meeting, Council directed staff to draft a Resolution about Council's Working Agreements.

Recommendations.

Staff recommends Council adopt the attached Resolution and Working Agreements.

Background.

At Town Council's Retreat in January of 2026, Council went through its Working Agreements, suggested updates, and supported having quarterly check-ins to review and discuss these agreements. Staff incorporated Council's suggested updates into the current Working Agreements. In some cases, points were already present, so staff utilized Council's suggestions to emphasize them or explain intended meanings. Council discussed this item in May and at its June 15th meeting directed staff to bring back a related Resolution for consideration.

Analysis & Key Questions.

Key Question #1: Does Council want to adopt the Resolution Adopting Working Agreements?

Possible Alternatives.

Council can suggest further additions or revisions or choose not to adopt the Working Agreements.

Comprehensive Plan & Priority Alignment.

At Council's Retreat in January of 2026, Council went through its Working Agreements, suggested updates, and supported having quarterly check-ins to review and discuss these agreements. The better aligned Council is about working together, the easier it is for staff to support and help Council achieve its priorities.

Fiscal Impact.

None at this time.

Staff Impact.

Staff spent approximately two hours preparing this Resolution and staff report.

Attachments or Links.

- Updated Working Agreements

Suggested Motion.

Motion #1: I move to approve Resolution #26-14 adopting Town Council Working Agreements.

RESOLUTION #26-14
A RESOLUTION ADOPTING TOWN COUNCIL WORKING AGREEMENTS

WHEREAS, Town Council moves the work of the Town forward together and is adopting Working Agreements to outline what Councilors expect from one another and how we treat each other, and to emphasize our shared commitment to civility, compassion, and service as a privilege, not a career; and

WHEREAS, Council utilizes its Working Agreements as a tool to hold one another accountable and agrees to regularly check in about how well the group is putting these agreements into practice; and

WHEREAS, Town Council assumes positive intent between and among one another; and

WHEREAS, during Discussion Town Council agrees to avoid grandstanding, be less political, and not fill meetings with speeches; Minimize repetition; Refrain from back-and-forth debate; and Respect the Mayor shifting from time for questions to discussion; and

WHEREAS, regarding Consensus and Voting, Council agrees to express opinions and vote; Work toward consensus when appropriate; and Understand that a split vote is not personal; and

WHEREAS, regarding Respect, Council agrees to not surprise each other or staff at meetings; to Ask staff questions before meetings and notify the Mayor and Town Manager of major concerns; to Act professionally; to Treat staff with respect and be mindful of staff's time; and to Treat constituents with respect at and beyond the lectern; and

WHEREAS, Council agrees to Stay Positive; to Thank each other; and Celebrate successes; and

WHEREAS, regarding Fairness and Equity, Council agrees to leave space for everyone to speak and have equal time; to Share responsibility to speak first; to Be consistent; and to Be transparent in word and deed; and

WHEREAS, regarding the Body Politic, Council agrees to Support decisions and Council, even if a Councilor was not in the majority on a vote; to Not undermine decisions once they are made; and to Refrain from belaboring or lobbying issues with each other or staff after action is taken; and

NOW THEREFORE, BE IT RESOLVED that Jackson's Town Council hereby adopts these Working Agreements.

PASSED, APPROVED, AND ADOPTED this 6th day of July 2026.

TOWN OF JACKSON

Arne Jorgensen, Mayor

ATTEST: _____

_____, Deputy Town Clerk



TOWN COUNCIL WORKING AGREEMENTS

We establish these working agreements to create a shared understanding of how we will move our work for the Town forward, what we expect from one another, how we treat each other, and to emphasize our shared commitment to civility, compassion, and service as a privilege, not a career. Council utilizes its Working Agreements as a tool to hold one another accountable and agrees to regularly check in about how well the group is putting these agreements into practice.

Assuming positive intent between and among one another we agree to the following.

DISCUSSION

We agree to:

- Avoid grandstanding. Be less political, not filling meetings with speeches.
- Minimize repetition. Once said, it is said, then move on.
- Refrain from back-and-forth debate.
- At meetings, respect Mayor shifting from questions to discussion time.

CONSENSUS & VOTING

We agree to:

- Express our opinion and vote.
- Work towards consensus when appropriate.
- Understand that a split vote is not personal.

RESPECT

We agree to:

- Not surprise each other or staff at meetings.
- Ask staff questions before meetings and notify Mayor and Town Manager of major concerns.
- Act professionally.

- Treat staff with respect and be mindful of staff's time.
- Treat constituents with respect at and beyond the lectern.

POSITIVITY

We agree to:

- Thank each other.
- Celebrate successes.

FAIRNESS & EQUITY

We agree to:

- Leave space for everyone to speak and have equal time.
- Share responsibility to speak first.
- Be consistent.
- Be transparent in our words and deeds.

THE BODY POLITIC

We agree to:

- Support decisions and Council even when not in the majority on a vote.
- Not undermine decisions once they are made.
- Refrain from belaboring or lobbying issues with each other or staff after action is taken.

MEMORANDUM

TO: Mayor and Town Council

FR: Tyler Sinclair, Town Manager

DT: July 6, 2026

RE: Town Manager's Report

Legislative Work

The Town's agreement with a Legislative Liaison expired June 30. For now, the Town plans to continue to work closely with and rely on the Wyoming Association of Municipalities (WAM) to be the Town's eyes and ears on the ground with the Legislature during the Session and Interim Committee meetings. Council's Calendar includes a 'Legislative Approach' item in November. WAM's most recent newsletter shared that some of the most valuable takeaways from the Summer Convention came directly from Legislators who offered candid and constructive advice on how municipalities can strengthen their relationships with lawmakers. "Make the time to sit down and talk. Legislators want to hear from you — but timing matters. Reach out in the fall, before the session begins and follow up after your region meetings when you have the WAM legislative agenda in hand. Don't wait until the session is underway to make your case. Don't assume they already know your story. Legislators carry an enormous portfolio of issues and cannot be expected to know the details of how your community operates."