Regular Joint Meeting

September 14, 2026
1:30 PM
County Commissioners Chambers
Chair: Mark Newcomb

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

I. ZOOM LINK FOR PUBLIC PARTICIPATION

The Town and County reserve the right to close Public Comment via Zoom at any time. In-person comment will continue to be taken and written comments can always be submitted to Town Council by emailing electedofficials@jacksonwy.gov and to County Commissioners by emailing commissioners@tetoncountywy.gov.

A. To join, click link or copy it to your browser: https://us02web.zoom.us/j/81966728307
Or join at zoom.com with Webinar ID: **819 6672 8307** and Password: **83001** or by phone: **+1 669 900 6833**

II. CALL TO ORDER, ROLL CALL, AND ANNOUNCEMENTS

III. PUBLIC COMMENT

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

IV. CONSENT CALENDAR

A. Meeting Minutes
   1. August 3, 2026 Regular Joint Meeting

V. DISCUSSION/ACTION ITEMS

A. START Budget Amendment (Mike Toronto, 30 mins)

B. JTC Housing Department Rules and Regulation Biennial Update (Stacy Stoker & April Norton, 60 mins)

C. Parks & Recreation Joint Powers Agreement Review (Jodie Pond & Tyler Sinclair, 120 mins)

VI. MATTERS FROM COUNCIL, COMMISSIONERS AND STAFF

VII. PROPOSED ITEMS FOR FUTURE JOINT MEETINGS

A. Housing Rules and Regulations Approval

B. START Joint Powers Agreement

C. 90 Virginian Lane Next Steps - Short Term and Long Term

VIII. ADJOURN

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

MONTHLY JOINT MEETING
BOARD OF COUNTY COMMISSIONERS AND JACKSON TOWN COUNCIL

AUGUST 3, 2026 **JACKSON, WYOMING**

The Teton County Board of County Commissioners and the Jackson Town Council met in a regular joint meeting (JM) at 1:31 p.m. in the County Commissioner's Chambers located at 200 S. Willow St. This meeting was held in-person and through the Zoom platform. Upon roll call the following were found to be present:

COUNTY COMMISSIONERS: Mark Newcomb, Chair, Wes Gardner, Vice-Chair, and Luther Propst.

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

STAFF: Brian Coe, Mike Moyer, Jodie Pond, Tyler Florence, Cody Daigle, Kristen Waters, Cal Brackin, Lea Colasuonno, David Garcia, April Norton, Stacy Stoker, and Rose Robertson.

Public Comment. There was no public comment.

Consent Calendar.

A. Meeting Minutes. To approve the meeting minutes for the July 6, 2026 regular joint meeting, the July 7, 2026 special joint meeting, and the July 14, 2026 special joint meeting as presented.

On behalf of the County, a motion was made by Commissioner Propst and seconded by Commissioner Gardner to approve the consent agenda with the minutes from July 6, July 7, and July 14, as presented. Chair Newcomb called for a vote. The vote showed all in favor and the motion carried for the County 3-0.

On behalf of the Town, a motion was made by Councilmember Regan and seconded by Councilmember Spery to approve the consent agenda with the minutes from July 6, July 7, and July 14, as presented. the consent calendar. Mayor Jorgensen called for a vote. The vote showed all in favor and the motion carried for the Town.

Matters for Discussion

A. Aquatics Facilities Planning Workshop

Tyler Florence and Cody Daigle gave staff comment. Garrett Waite and Cole Henry gave comment. Commission and Council held discussion with staff and presenters. There was no public comment. Jodie Pond gave staff comment. Commission and Council gave comment.

On behalf of the County, a motion was made by Commissioner Gardner and seconded by Commissioner Propst to
2:28 to direct staff to: 1. Proceed with essential short-term repairs using the approved $600,000 FY27 budget allocation and incorporate ongoing repair needs into future CIP and annual operating budgets. 2. Support long-term facility replacement planning targeting full implementation within a 5-to-10-year horizon. 3. Authorize a broad, options-based scope for the upcoming Recreation Center Pool Expansion Feasibility Study that evaluates core aquatic needs, expanded community amenities, cost projections, and conceptual site layouts. 4. Develop an implementation timeline targeted for the next SPET cycle to secure a viable funding mechanism for the long-term project.

Commission and Council gave comment.

Chair Newcomb called for the vote. The vote showed all in favor and the motion carried for the County 3-0.

On behalf of the Town, a motion was made by Councilmember Spery and seconded by Councilmember Regan to direct staff to: 1: 1. Proceed with essential short-term repairs using the approved $600,000 FY27 budget allocation and incorporate ongoing repair needs into future CIP and annual operating budgets. 2. Support long-term facility replacement planning targeting full implementation within a 5-to-10-year horizon. 3. Authorize a broad, options-based scope for the upcoming Recreation Center Pool Expansion Feasibility Study that evaluates core aquatic needs, expanded community amenities, cost projections, and conceptual site layouts. 4. Develop an implementation timeline targeted for the next SPET cycle to secure a viable funding mechanism for the long-term project. Mayor Jorgensen called for the vote. The vote showed all in favor and the motion carried for the Town.

The meeting recessed at 2:32 p.m. and reconvened at 2:38 p.m.

B. Housing Rules & Regs Issue Analysis

April Norton and Stacy Stoker gave staff comment. Robbin Levy Mommsen and Tommy Anderson gave public comment. Sheriff Matt Carr and Chief Mike Moyer gave staff comment. Commission and Council held discussion with staff. Commission and Council held discussion. Jodie Pond and Lea Colasuonno gave staff comment.

Councilmember Viehman exited at 4:35 p.m.

On behalf of the County, a motion was made by Commissioner Gardner and seconded by Commissioner Propst to continue this to our next joint meeting. Chair Newcomb called for the vote. The vote showed all in favor and the motion carried for the County 3-0.

Adjourn

On behalf of the County, a motion was made by Commissioner Propst and seconded by Commissioner Gardner to adjourn. Chair Newcomb called for a vote. The vote showed all in favor and the motion carried for the County 3-0.

On behalf of the Town, a motion was made by Councilmember Regan and seconded by Councilmember Schechter to continue this to our next joint meeting. Mayor Jorgensen called for the vote. The vote showed all in favor and the motion carried for the Town 4-0, with Councilmember Viehman absent.

Adjourn

On behalf of the Town, a motion was made by Councilmember Spery and seconded by Councilmember Regan to adjourn. Mayor Jorgensen called for a vote. The vote showed all in favor and the motion carried for the Town 4-0.

The meeting adjourned at 4:46 p.m.

TOWN OF JACKSON

____
Arne Jorgensen, Mayor

ATTEST:

____
Marisa Watsabaugh, Town Clerk

TETON COUNTY WYOMING

BOARD OF COUNTY COMMISSIONERS

TOWN COUNCIL

JOINT MEETING
AGENDA DOCUMENTATION

SUBMITTING DEPARTMENT: START

PRESENTER: Michael Toronto, Transit Director

MEETING DATE: September 14, 2026

SUBJECT: START Budget Amendment

STATEMENT/PURPOSE

The purpose of this item is for the Joint Board to approve the final combination of service reductions, fare revenue, and supplemental funding needed to close START's $1,500,000 FY27 budget shortfall. On August 31, 2026, the Joint Board directed staff to return with approximately $750,000 in service reductions and increases in fare revenue with fare revenue prioritized, and approximately $750,000 in additional revenue from the Town, County, and partners. This report presents those final recommendations.

RECOMMENDATIONS

Staff recommend that the Joint Board approve $750,000 to the FY27 START budget, allocated 48%, $360,000 County, 32%, $240,000, Town, and 20%, $150,000, from Partners, consistent with the August 31st direction.

Staff recommend that the Joint Board approve the combined service cuts and fare revenue as provided in this staff report to close the remaining $750,000 budget shortfall.

BACKGROUND

On August 31 staff presented to the Joint Board the recommended service reduction options and a fare revenue option to address the $1.5 M budget short fall. The Joint Board approved the following two motions during that meeting:

1. I move to direct staff to further research and bring back at the Joint Meeting on September 14 : 1) consideration of transit service reductions and fare increases; with fare increases the priority, resulting in an approximately $750,000 reduction in the START FY27 Budget; 2) Provide additional revenue of approximately $750,000 split 48% County, 32% Town, 20% Partners; 3) Begin discussion of short-term supplemental and longer-term funding alternatives led by the Transportation Manager to be presented before the end of the year; 4) use of 2022 SPET.

The following table shows the funding split directed in the first motion.

Entity	48 / 32 / 20 Split
County	$360,000 (48%)
Town	$240,000 (32%)
Partners	$150,000 (20%)
Total	**$750,000**

2. I move to direct staff to begin implementation of the recommended Fare Structure proposed by staff in the August 31, staff report with the one change that the Teton Village Route be changed to $4 one way and $8 two ways.

Staff have begun to implement the fare structure approved on August 31, with a target implementation date of January 2027.

ANALYSIS

On August 31 the Joint Board directed that fare increases be the priority in closing the shortfall and directed staff to begin implementation of the recommended new fare structure. Although direction was given to begin implementation it was understood that further consideration of the recommended new fare structure would continue at this meeting. This section presents the four items included in the August 31 motion:

1. Increased fare revenue and service reductions up to $750,000;
2. Increased revenue and the associated split up to $750,000;
3. Long-term funding work staff will bring back before the end of the year; and
4. Potential use of remaining 2022 SPET funds.

1. Fares and Service Reduction

Fares. The Joint Board directed on August 31 that fare increases be the priority in closing the shortfall and approved the fare structure staff proposed with one change: the Teton Village route set at $4 one way and $8 round trip.

Staff analyzed the fiscal impact of that new fare structure and determined that over a rolling twelve months it would generate approximately $234,000 in additional revenue. Staff is targeting implementation no later than January 2027, which is half of the fiscal year. Based upon this implementation date for FY27, the new fare structure is expected to generate approximately $117,000 in FY27 (this takes into account the On-Demand fare processing fee which is roughly $22,000 for half the FY).

Service Reductions. The table below summarizes the proposed service reductions staff recommends to make up the balance of the $750,000 directed by the Boards. To arrive at this list staff used the prioritization list from the START Board, input from the August 31 Joint meeting and staff's recommendations in the August 31 staff report. Each is described in detail following the table. The numbers on the left of the table correspond to the numbers in the detailed list below.

Recommended Reductions		
	START Service Reductions	Costs
1	Reduce Marketing budget	$ (35,600.00)
2	Professional services	$ (20,000.00)
3	Recruitment	$ (10,000.00)
4	Reduce late night service to Teton Village after 8 PM	$ (75,582.21)
5	Reduce late night service on the Town shuttle after 8 PM	$ (64,878.82)
6	Run Full Express Service 6 AM-10AM and 2PM-6PM run one bus between 10AM -2PM and after 6 PM	$ (144,149.60)
7	Reduce Weekend service on the Town Shuttle after 10 PM	$ (37,000.00)
8	Reduce available Vans by from 10 to 5	$ (45,000.00)
	Sub Total of START Service Reductsions	$ (432,210.63)
	On Demand Service Reductions	
9	Discontinue Library Stop	$ (79,000.00)
10	Service Hours Adjustments	$ (71,555.00)
	Staffing hours reductions as a result of service adjustments	$ (50,872.00)
	Sub Total of On-Demand Service Reductions	$ (201,427.00)
	Total	$ (633,637.63)

Staff adjusted some service reductions after the August 31 meeting to take into consideration the proposed increase in fare revenue, and the increased revenue provided by the County, Town and partners allowing staff to restore service in some areas. The proposed changes since August 31 are noted in red below.

- Budget Line Items:
    1. Reduce the Marketing budget by $35,600 (from $70,600 to $35,000)
    2. Reduce Professional Service line item by $20,000 (from $40,000 to $20,000)
    3. Reduce Employee Recruitment by $10,000 (from $55,000 to $45,000)
- Fixed Route START Operations Reductions
    4. Reduce late night service to Teton Village after 8 PM from 3 to 2 buses – Winter only. This would reduce frequency from 40 minutes to an hour.
    5. Reduce late night service on the Town shuttle after 8 PM from 3 to 2 buses. This would reduce frequency from 15 minutes to 20 minutes.
    6. Run full Express buses service to the Village only during the times of 6 AM to 10 AM and 2 PM to 6 PM. Frequency would remain at 20 minutes while buses are running. Between 10 AM and 2 PM and 8 PM to midnight run one Express bus. Previously there was no service 10AM and 2 PM and after 6 PM.
    7. Reduce Weekend service on the Town Shuttle after 10 PM from 2 to 1 bus. This would reduce frequency to from 20 minutes to 40 minutes. Previously the reduction was at 8PM
    8. Reduce Van Pool budget from $90,000 to $45,000 which would reduce the number of available vehicles by approximately five.
- On Demand Service Reductions. The On Demand reductions are split into two contract periods. The current contract expires at the end of Number 2026, each contract period has different service costs.
    9. Removing the Library stop;
    10. Service hours adjustments and staff hours reductions:
        - Current Contract Period (10/12 - 11/30):
            - Shrink the service day from 6am-11pm to 7am-10pm.
        - New Contract Period (12/1 - 6/30):
            - Reducing the service day by season:
            - Winter: cut 11pm-12am
            - Spring: cut 6am-7am and 10pm-11pm
            - Summer: cut 6am-7am and 11pm-12am
            - Fall: cut 6am-7am and 10pm-11pm

Between fare revenue and service reductions staff have covered $750,638 of the $1.5 M Short fall. Staff plans to implement the reductions starting in the Fall shoulder season, beginning 10/12. The fare structure implementation is planned for January 2027. Staff will bring back to the Joint Board the fare structure for final approval after the Title VI review is complete.

Key Questions:
- Is the Joint Board in favor of the listed service reductions (the complete list from the August 31 meeting is attached to this report for consideration)?
- Is the Joint Board in favor of the revised fare structure and associated increase in revenue (an updated fare structure is attached to this report)?

2. Revenue Split.
The August 31 motion directed additional revenue of approximately $750,000 split 48% County, 32% Town, and 20% partners. The Joint Board may alternatively direct a 60/40 split between the County and Town, with no partner share. Under the 48/32/20 split, the County contributes $360,000, the Town $240,000, and partners $150,000. Under a 60/40 split, the County contributes $450,000 and the Town $300,000.

Staff notes that the 48/32/20 split depends on securing partner contributions. If partner funding is not committed, the $150,000 partner share would need to come from the Town and County, from further service reductions, or from another source.

Source	48 / 32 / 20 Split	60 / 40 Split
County	$360,000 (48%)	$450,000 (60%)
Town	$240,000 (32%)	$300,000 (40%)
Partners	$150,000 (20%)	—
Total	**$750,000**	**$750,000**

The Joint Board directed staff to pursue partner funding. Since August 31 staff have generated the following list of possible partner funding options that staff will consider when talking to possible partners:

- employer-subsidized passes
- bulk pass purchasing
- sponsorship
- direct contribution
- transportation benefit programs
- participation in commuter programs
- potentially longer-term transportation funding partnerships

3. Longer-Term Funding.
The August 31 motion directed the County Transportation Manager to lead discussion of short-term supplemental and longer-term funding alternatives, to be presented before the end of the year. Staff is developing that analysis and will bring it forward at a future Joint Board meeting.

WYDOT has indicated that reduced federal funding should be expected for at least the next three years. The reductions in this report address FY27 only. Without additional or alternative funding, further reductions will likely be necessary in FY28.

Staff also notes that federal and state funding allocations are based in part on vehicle revenue hours and ridership. Reducing service now may reduce future funding allocations.

Staff will report back during the January Joint Meeting on partner funding efforts and longer term funding solutions.

4. Use of 2022 SPET Funding.
During the August 31 meeting there was a question asked about using Transportation SPET funding to help fill the START budget shortfall. The short answer is, yes, to a degree. The Town/County can *swap* the unrestricted dollars being expended for items that can be fairly characterized as "public transit infrastructure" already budgeted in FY27 for 2022 SPET dollars that are available for "public transit infrastructure." (SPET language). Currently, START has infrastructure projects in the budget; however, these projects have not received federal funding agreements and are currently not available as a recommendation for SPET dollars. Once WYDOT has approved these projects staff can explore SPET dollars as an option for local match.

POSSIBLE ALTERNATIVES

Alternative 1 — Adjust fare levels further. Higher fares would generate additional revenue and reduce the service reductions required. The Joint Board adjusted the Teton Village fare on August 31; further changes would require returning to public notice before implementation. During the August 31 Joint meeting, the Joint Board discussed the following additional fare increases

- Increasing On-Demand to $5;
- Increasing the Village route fares higher than $4;

- And decreasing the Universal pass further;

Additional increases to fare will negatively impact ridership. Staff does not recommend any additional changes to the already recommended and amended fare structure presented on August 31; instead, staff would like a full FY to observe these changes before making further increases.

Alternative 2 — Direct additional service reductions in place of some portion of the additional revenue. The Joint Board may reduce the $750,000 revenue contribution and direct staff to identify further service reductions to make up the difference (see attached full list of potential reductions). Staff notes that reductions beyond those recommended would affect peak service or first and last trips of the day.

COMPREHENSIVE AND OTHER PLAN ALIGNMENT

Comprehensive Plan

START's transit services connect directly to multiple Comprehensive Plan goals. Policy 7.1.c calls for increasing the capacity for use of alternative transportation modes. Policy 7.1.d calls for discouraging single-occupancy vehicle use. A significant reduction in START service would create direct tension with both of these adopted goals and would affect the Town's and County's ability to implement the Comprehensive Plan's transportation vision. Staff notes this connection for the Joint boards' awareness, recognizing that transit service levels are a Comprehensive Plan implementation question as much as a budget question. The references in this report to the Transit Development Plan (TDP) are based on the revised TDP that was recommended by the START Board but has not yet been reviewed or approved by this Joint Board.

FISCAL IMPACT

Based upon staff's recommendation the $1,500,000 shortfall would be closed as follows:

Source	**Amount**
Additional revenue from County, Town, and partners	$750,000
Service Reductions	$ 633,638
New Fare Revenue (partial year, from January 2027)	$117,000
Total	$ 1,500,638

STAFF IMPACT

Preparation of this staff report and the underlying analysis required approximately 20 hours across START, Town, and County staff. Implementation of the service reductions is estimated at 200+ hours. Implementation of the new fare structure, including public notice, fare media changes, and rider communication, is estimated at 200+ hours.

LEGAL REVIEW

ATTACHMENTS

- Full list of recommended service reductions from the August 31 Joint meeting.
- The new fare structure approved by the Joint Board in the August 31 Joint meeting.

SUGGESTED MOTION

Motion 1. I move to approve additional revenue of $750,000 to the START FY27 budget, allocated [48% County, 32% Town, and 20% partners].

Motion 2. I move to approve the service reductions described in the September 14, 2026 staff report, totaling $633,638, together with the fare revenue approved on August 31, 2026, to close the remaining balance of the FY27 budget shortfall.

Full list of recommended service reductions from the August 31 Joint meeting.

Reduction	Savings	Points
Run Express buses to the Village only during the times of 6:00 AM to 10:00 AM and 2:00 PM to 6:00 PM	$ 214,149.60	12
Reduce late night service on the Town Shuttle after 8:00 PM from 3 to 2 buses	$ 64,878.82	10
Star Valley Commuter Buses Reduced by 1 round trip Friday Only	$ 14,332.74	9
Teton Valley Commuter Buses reduced by 1 round trip Friday Only	$ 12,178.31	8
Reduce Late night service to Teton Village after 8:00 PM fro 3 to 2 bues - Winter only	$ 75,582.21	8
Reduce frequency on the Town Shuttle during mid-day from 3 to 2 buses	$ 48,882.06	8
Reduce weekend service on the Town Shuttle after 8:00 PM from 2 to 1 bus	$ 75,487.82	7
SoD: Albertsons & Library Rides	$ 206,742.00	6
SoD: Service Hours Adjustments	$ 71,555.00	6
SoD: All other Staff and Fleet Reductions	$ 165,638.00	5
Recruitment	$ 10,000.00	5
Professional Services	$ 20,000.00	4
Reduce available Van Pool Vans from 10 to 5	$ 45,000.00	3
SoD: Fare Revenues ($1/ride with worse case processing fees)	$ 58,290.00	2
Reduce Marketing Budget	$ 35,600.00	0
Total	$ 1,118,316.56	

Staff would make the following changes to this chart. Staff would reduce START Town Shuttle evening service after 8 PM ($64,878) and Weekend Town Shuttle Service ($75,582) before making any changes to START On-Demand Service hours Adjustment ($71,555) and Albertsons trips ($126,000)– Ridership during that those times is low for START compared to On Demand. In this chart the START Board prioritized decreasing On-Demand service before any START Service.

The new fare structure approved in the August 31 Joint Meeting

Joint Board Recommended Fare Structure

START Bus Fares	START On-Demand	Town of Jackson	All Village Routes	Teton Village, HWY 390, Stilson, Wilson	Star Valley Teton Valley
One-way	$2.00	$2.00	$4.00	$2.00	$10.00
One Day	$4.00	$4.00	$8.00	$4.00	$20.00
10 Ticket Book	$16.00	$16.00	$16.00	$16.00	$60.00
One Month	$50.00				$120.00
Season	$150.00				X
Universal Pass - 6mo	$499.00				
Universal Pass - Year	$899.00				

[redacted]

All prices half-off for age 60&older and 12&younger.
Age 8&under free with accompanying Adult.
Students of Teton County, WY ride free in Teton County, WY.

No service cuts	
Change in system ridership	Projected change in fare revenue
(53,794.59)	$313,350.77

Impacts with Initial Service Reductions	
Change in ridership with 25% service cuts	Fare revenue after 25% service cuts
(95,493.01)	$234,161.60

TETON COUNTY WYOMING
BOARD OF COUNTY COMMISSIONERS

TOWN COUNCIL

MONTHLY JOINT MEETING
AGENDA DOCUMENTATION

SUBMITTING DEPARTMENT: Joint Affordable Housing **PRESENTER**: Stacy Stoker, Housing Manager
April Norton, Housing Director

MEETING DATE: September 14, 2026

SUBJECT: JTC Housing Department Rules and Regulations Biennial Update: Staff Analysis

Note: This item was continued at the Monthly Joint Meeting on August 3, 2026. The following staff report has not been updated from the August 3 Joint Meeting, but please see the attached document titled *Housing Rules & Regulations – September Continuance – Additional Questions*. This includes a summary of direction provided at the August 3 meeting and staff response to the identified questions.

STATEMENT/PURPOSE

The Board and Council will consider ten (10) policy questions related to the Jackson/Teton County Housing Department Rules and Regulations ("Rules and Regs") and provide direction to staff.

For this item, the Housing Director will act as the meeting facilitator. The Housing Manager will be the staff content expert. The Board Chair will step in to moderate if necessary.

BACKGROUND/ALTERNATIVES

In June of 2018, the Jackson Town Council ("Council") and Teton County Board of County Commissioners ("Board") adopted the Jackson/Teton County Housing Department Rules and Regulations. Staff bring proposed changes to the Council and Board biennially for approval.

On July 6, 2026, the Council and Board identified a list of topics related to the Rules and Regs for staff to analyze. Today, Council and Board will consider the staff analysis and Housing Authority Board recommendations, discuss the items, and provide staff with direction on each topic. The complete list of topics and policy questions along with staff analysis is attached.

Once staff have received direction on which topics to include in the update and how, they will draft changes and bring the draft to Council and Board to review before releasing for a 45-day public comment period.

The proposed timeline for this project is as follows:

Topic Identification	July 6, 2026
Topic Analysis & Discussion	August 3, 2026
Draft Rules Update / Release for 45-day Public Comment Period	September 7, 2026
2026 Rules Update	November 2, 2026

COMPREHENSIVE PLAN ALIGNMENT

Common value 3, Section 5 is to ensure a variety of workforce housing opportunities so that at least 65% of those employed locally also live locally. The Housing Department Rules and Regulations govern the workforce housing to ensure that the units are being used as the community intends.

Housing Action Plan – The Housing Rules and Regulations annual update aligns with Chapter 3 of the Housing Action Plan *Housing Management Plan,* which requires the Housing Manager to revise existing Rules into a unified set of rules that address: standards and processes for enforcement and monitoring of restrictions; maintenance and improvement of restricted housing units; minimum requirements for new restricted units; and minimum standards of livability for existing units to be adopted by the Town Council and the Board of County Commissioners.

STAKEHOLDER ANALYSIS

Stakeholders include applicants, owners and tenants of restricted homes, members of the public, elected officials, and staff.

To date, public outreach has included:

- Email to community members on the Housing Department email list (approximately 8,000 emails) linking to the staff report and encouraging public comment. *June 15, 2026*.
- Public posting on the County's public comment webpage and the Housing Department webpage. *June 15, 2026*.
- Housing Authority Board Meeting – Topic Identification Recommendations. *June 11, 2026*.
- Joint Information Meeting – Topic Identification. *July 6, 2026*.
- Housing Authority Board Meeting – Policy Questions and Staff Analysis. *July 22, 2026*.

FISCAL IMPACT

None.

STAFF IMPACT

Tracking, evaluating, and documenting potential amendments to the Housing Rules requires a significant investment of time from the Housing Department and Legal Departments.

LEGAL REVIEW

R. Stout and L. Colasuonno.

ATTACHMENTS

1. Policy Questions and Staff Analysis

RECOMMENDATION

Staff and Housing Authority Board recommendations are included as part of the attached Topic List and Staff Analysis.

SUGGESTED MOTION

Both Boards:

I move to direct staff to make the changes to the Housing Rules and Regulations, as proposed today, and bring the proposed redlined Housing Rules and Regulations document back to the September 7 Monthly Joint Meeting for approval and release for the 45-day public comment period.

Housing Dept. Rules & Regulations - September Continuance – Additional Questions

At their August 3, 2026 Monthly Joint Meeting, Board and Council considered proposed amendments to the Rules and Regulations that govern the Housing Department's Programs. The following directions were provided:

- Question 1: Continue to September.
- Question 2: Option 5, lower the Local Income requirement to 25%, and if no longer a First Responder, reverts back to 75%.
- Question 3: Option 2 adding Emergency Management Manager and Coordinator (as directed from Chief Moyer).
- Question 4: Option 2, but requested additional data for review.
- Question 5: Option 2, $50 annual fee with 2% increase per year.
- Question 6: Requested a definition for minor children along with additional data concerning number of units affected.
- Question 7: Option 2, narrow the income ranges.
- Question 8: Option 2, provide a preference for displaced households in Housing Department Developments.
- Question 9: Continue to September
- Question 10: Continue to September

Board and Council also requested additional information from staff, which is provided below.

First Responder Additional Information

First Responder definition as directed by Council and Board in September:

Law enforcement personnel whose primary duties typically involve responding to emergency incidents, employed and volunteer Fire/EMS personnel, 911 Dispatchers, Emergency Management Manager and Coordinator and Employed and volunteer Search and Rescue responders.

What are the total # of First Responders in the Town of Jackson and Teton County?

There are 234 First Responders within the Town & County Governments	
Town Police	**39**
Patrol Officers	30
Investigators	5
Victim Services	3
Social Workers	1
Fire/EMS	**115***
Employees	37
Volunteers	78
Teton County Sheriff's Office	**80**
Patrol	22
Dispatch	12
Sheriff Deputy	1
Sheriff Lieutenant	2
Search & Rescue Employees	3
Search & Rescue Volunteers	40

**This includes the Emergency Management Team members Chief Moyer reference during the August meeting.*

What are the total # of First Responders living in housing managed by the Housing Department?

17 First Responders (7%) based on the definition Council and Board chose at the September meeting live in homes managed by the Housing Department. **This does not include all employees of these entities that live in Housing Department housing.**

- 3 Teton County Sheriff employees
- 3 Fire / EMS employees
- 5 Fire / EMS volunteers
    - *Not included: 1 volunteer is also a TCSO First Responder*
- 2 Town Police employees
- 3 Teton County Search and Rescue Volunteers
- 1 Teton County Sheriff Emergency Dispatch

What are the total # of First Responders living in Town employee housing?

- 8 employees – all are Town Police, including 2 employees who are waiting to attend the Police Academy

What are the total # of First Responders living in County employee housing?

- 1 employee – Teton County Sheriff's Office Emergency Dispatch

How many First Responders have Interest Applications with the Housing Department?

31 employees – approximately 13% of all First Responder households

- 1 Teton County Sheriff
- 20 Fire / EMS
- 7 Town Police
- 1 Emergency Management
- 2 Search and Rescue Volunteers

Renter / Owner Occupancy for Homes with Housing Department Deed Restrictions

What is the annual turnover for Housing Department managed homes?

The Grove Rentals
20 one, two, and three-bedroom rental homes
20 Affordable <120% MFI

- 2024 = 5 households (25%)
    - 1 household moved to employer owned restricted rental.
    - 1 household moved to a caretaker position in Teton County, WY.
    - 2 households did not renew because they did not qualify.
    - 1 household was not renewed due to violations of the lease terms.
- 2025 = 5 households (25%)
    - 1 household moved to employer owned restricted rental.
    - 2 households purchased a home through the Housing Trust or Habitat.
    - 2 households did not renew because they did not qualify.
- 2026 = 1 household (5%) purchased a deed restricted home through the Housing Department.

Jackson Street Apartments Rentals

57 one, two, and three-bedroom rental homes
48 Affordable <120%, 9 Workforce

- 2025 = 5 households (9%)
  - 1 household purchased a market home in Teton County, WY.
  - 2 households did not renew because they did not qualify.
  - 1 household moved to an employer owned rental in Teton County, WY.
  - 1 household moved away from the area.
- 2026 = 6 households (11%)
  - 1 household purchased a home through the Housing Department.
  - 1 household moved to a rental in Lincoln County, WY.
  - 1 household did not provide information.
  - 2 households moved to a different rental in Teton County, WY.
  - 1 household bought a home in Lincoln County, WY.

Ownership Homes

400+ ownership homes with Housing Department deed restrictions.

- Households own their homes for an average of 10 years.
- 2024 = 8 homes sold
  - 1 owner was a business who changed the restriction to ownership and sold to a Workforce Household.
  - 1 household sold due to unforeseen circumstances and planned to stay in the community.
  - 1 owner was First Republic Bank and due to bank failure, the unit was sold to another Local Business.
  - 1 household sold due to serious illness and could not live on their own.
  - 2 households moved away from the area.
  - 2 households purchased a market home in Teton County, WY.

- 2025 = 11 homes sold
  - 1 household sold due to non-occupancy and moved to a local rental.
  - 5 households purchased a market home in Teton County, WY.
  - 1 household moved in with their partner who owns a home in Teton County, WY.
  - 1 household purchased a market home outside Teton County, WY.
  - 1 owner passed away.
  - 1 household built a home in Lincoln County, WY.
  - 1 household moved away from the area.

- 2026 = 14 homes sold (2 in process)
  - 5 households moved away from the area.
  - 6 households purchased a market home in Teton County, WY.
  - 1 owner passed away.
  - 1 home was new construction (initial sale – no previous owner).
  - 1 household purchased a home through the Housing Trust.

What is the annual turnover for privately owned homes with Housing Department restrictions?

All Privately Owned Rental Homes = 775 (This # does not include dorms or flex beds.)

- 2024 = 25%
- 2025 = 20%
- 2026 = 32%

Sagebrush Apartments
32 Workforce Rentals

- 2024 = 46%
- 2025 = 34%
- 2026 = 28%

Hidden Hollow Apartments
60 Workforce Rentals & 14 Affordable Rentals

- 2024 = 36%
- 2025 = 34%
- 2026 = 17%

What is the # of all rental homes that have been vacant for longer than 60 days in the past 3 years?

- 2024 = 1 rental home was vacant for longer than 60 days – default was cured
- 2025 = 9 rental homes were vacant for longer than 60 days – all defaults were cured
- 2026 =79 rental homes were vacant for longer than 60 days
  - The Loop = 68 rental homes were not leased within 60 days
    - 31 of the 68 are currently occupied
    - Vacancy was at initial leasing
  - Legacy Lodge = 8 rental homes were not leased within 60 days
    - 4 of the 8 are currently occupied (4 more are master-leased by CWC and are awaiting renters)
    - Vacancy was at initial leasing
  - 3 privately owned rental homes
    - All of these are currently occupied

What are the Workforce and Market rental rates for apartment complexes with both?

For context, maximum Affordable rental rates by income range and unit size are:

	<50% MFI	50-80% MFI	80-120% MFI	120-160% MFI
Studio	$663	$1,104	$1,767	$2,651
One-Bed	$780	$1,299	$2,079	$3,119
Two-Bed	$891	$1,485	$2,376	$3,564
Three-Bed	$1,002	$1,671	$2,673	$4,010

Development	Market Rent Rates	Workforce Rent Rates
Sagebrush	Studio = $2,789 1-bed = $3,364 2-bed = $4,089	Studio = $2,399 1-bed = $2905 2-bed = $3,683
Hidden Hollow	1-bed = $3,150 2-bed = $4,150 3-bed = $5,082	1-bed = $2,801 2-bed = $3,512 3-bed = $4,183
The Loop	Studio = $3,217 1-bed = $3,568 2-bed = $5,469 3-bed = $5,936	Studio = $3,005 (initial) • Reduced to $2,500 1-bed = N/A 2-bed = $5,115 (initial) • Reduced to $ $3,800 3-bed = $5,722 (initial) • Reduced to $4,200
Veronica Lane	1-bed = $3,018 2-bed = $4,488	1-bed = $2,436 2-bed = N/A
The Gables	1-bed = $2,892 2-bed = $4,774	1-bed = $2,218 2-bed = N/A

Other notable apartment complexes with only market-rate rental homes:

- The Timbers – all pulled from their website, units available June 2026
  - Studio = $2,577
  - 1-bed = $4,255
  - 2-bed = $5,540
- Latitude 43 – all rates pulled from Zillow, units available Oct/Nov 2026
  - 1-bed = $3,250 (base rent according to Zillow
  - 2-bed = $4,250 (base rent according to Zillow)

What are more punitive actions the Town / County could take to address the 60-day vacancy non-compliance issue?

- This is a policy question for the Council and Board. Staff provided some options in the August 3, 2026 staff report.

Maximum Household Size for Housing Department Homes

Staff recommended setting the following maximum household sizes by unit size for all Housing Department managed rental homes and allow staff flexibility to accommodate minor children (Dependent Household Member) the size and configuration of the unit:

Studio	2 Persons
1 Bedroom	2 Persons
2 Bedroom	4 Persons
3 Bedroom	6 Persons

How many current homes would be affected by the recommended maximum occupancy policy?

The proposed policy change will only affect new households. No current renter households will be affected.

- Of the 77 rental homes at Jackson Street Apartments and Grove Apartments:
  - 1 household might have been affected. It is a one-bedroom apartment with a three-person household – 2 adults and 1 teenager.
  - 4 households have children under the age of 6 and would have been approved for occupancy.

Define "minor children" for maximum occupancy

Dependent Household Member

Dependent Household Member means a person who is part of and primarily supported by the household, including:

Maximum occupancy shall generally be limited to two Household Members per bedroom.

The Housing Department may allow one additional Dependent Household Member above the general maximum occupancy when the size and configuration of the Restricted Unit can reasonably accommodate the additional person, and the occupancy does not violate applicable building, fire, health, or safety requirements.

- a child under 18 years of age;
- a child age 18 or older who is attending school or another educational or vocational program and maintains the Restricted Unit as their permanent or primary family residence when not attending school; or
- a parent, grandparent, or other family member who resides with the household and is dependent upon a household member for financial support, caregiving, or assistance with activities of daily living.

TETON COUNTY WYOMING

BOARD OF COUNTY COMMISSIONERS

TOWN COUNCIL

JOINT MEETING
AGENDA DOCUMENTATION

SUBMITTING DEPARTMENT: Parks & Recreation **PRESENTER**: Jodie Pond & Tyler Sinclair

MEETING DATE: September 14, 2026

SUBJECT: Parks & Recreation Joint Powers Agreement Review

STATEMENT/PURPOSE

The purpose of this item is to provide the Town Council (Council) and Board of County Commissioners (BCC) with a focused financial and operational analysis of Alternative 4 and Alternative 5 for the Parks and Recreation Joint Powers Agreement (JPA) joint funding. At the July 6, 2026, Joint Meeting, the Joint Boards directed staff to perform further analysis on these two alternatives to guide negotiation and discussion toward a finalized funding structure. County staff will assist with facilitation of the meeting and provide an overview of each alternative. Staff include Cal Brackin, Innovation and Engagement Manager; Tyler Florence, Director of Parks & Recreation; Andy Erskine, Parks Superintendent; Cody Daigle, Recreation Superintendent; and Brian Schilling, Public Works' Pathways Coordinator.

BACKGROUND/ALTERNATIVES

The Town of Jackson and Teton County entered into a 10-year Joint Powers Agreement in March 2016 to establish the joint Parks and Recreation Department. The agreement established a cost-sharing split based on census population, with 54% funded by the County and 46% by the Town. The July 2024 Joint Funding Memorandum of Understanding (MOU) subsequently established a phased funding adjustment, changing the split to 60% County / 40% Town for FY2027 (effective July 1, 2026), and 62% County / 38% Town by July 1, 2027 (FY28). Most recently, the Town and County signed an one year extension to the Joint Powers Agreement with the same exact provisions of the expired agreement with the exception that the funding split is defined as 60% to the County and 40% to the Town for FY2027. The new Joint Power Agreement is only effective for one year, with the understanding that the parties will reach a full agreement as to a new Joint Power Agreement that can be implemented within the next year for fiscal year 2028.

Following the July 6, 2026, meeting, the Joint Boards narrowed the focus from six original options down to two core funding structures for detailed consideration:

Alternative 4

- Recreation operates as a separate, subsidized fund, isolating all capital and operational financials, with the remaining net balance split between the Town and County based on census population or another agreed upon ratio.
- After pulling out 100% direct-jurisdiction costs, such as Town sidewalks or County River management, the remaining shared Parks operations are split using the census population ratio (54% County / 46% Town) or another agreed upon ratio.

Alternative 5

- Recreation operates as a separate, subsidized fund, isolating all capital and operational financials, with the remaining net balance split between the Town and County based on census population or another agreed upon ratio.
- Parks operating costs are split by Jurisdictional Cost of Service (calculated as 38% County / 62% Town), with capital infrastructure split by physical jurisdiction.

KEY QUESTIONS

Based upon the above two alternatives, Staff have prepared the following key questions for consideration by the Boards. The figures cited below are based on the FY26 budget. At the meeting, Parks and Recreation staff will provide an overview of each alternative and the categories associated with the key questions. Staff from the County Administration department will assist with facilitation of the two Boards, allowing all members to participate in deliberation and decision making.

1. What cost-share ratio for funding do the joint boards wish to adopt for **Recreation Operating & Capital**?

    a. **What's included**: All operational revenue and expenses associated with the Recreation Center, programs, administration and related capital expenditures.

    b. **Historical Funding**: The Town of Jackson and Teton County entered into a 10-year Joint Powers Agreement in March 2016 to establish the joint Parks and Recreation Department. The agreement established a cost-sharing split based on census population, with 54% funded by the County and 46% by the Town. The July 2024 Joint Funding Memorandum of Understanding (MOU) subsequently established a phased funding adjustment, changing the split to 60% County / 40% Town for FY2027 (effective July 1, 2026), and eventually 62% County / 38% Town by July 1, 2027. Most recently, the Town and County signed an extension to the Joint Powers Agreement with the same exact provisions of the expired agreement with the exception that the funding split is defined as 60% to the County and 40% to the Town.

    c. **Gross operating expenses**: $5,202,582
    d. **Revenues**: $3,285,812
    e. **Net Expenses**: $1,916,770

    f. Revenue allocation options:
    1. **Unified Parks & Recreation revenue**: Combine all recreation fees with park fees to offset the department's total gross operating budget before applying the funding split.
    2. **Recreation revenue retained within Recreation**: Recreation revenues directly offset Recreation operating expenses.
    3. **Park revenue retained within Parks:** Dedicated Park rental fees remain strictly within the Parks operating fund.
    4. Revenue returned to the respective jurisdiction
    5. Other

    g. **Alternatives**
    1. Census Split: 54% County: $1,035,055 | 46% Town: $881,714
    2. FY27 Joint Funding MOU Split: 60% County: $1,150,062 | 40% Town: $766,708
    3. Final Joint Funding MOU Split: 62% County: $1,188,397 | 38% Town: $728,372
    4. Other: County: $XX | Town: $XX

    h. **Exercise**: Select the desired cost-share percentage split.

2. What split ratio does the joint boards wish to adopt for **Parks Core Operating**?

    a. **What's included**: All operational revenue and expenses associated with core park services, e.g., maintaining playgrounds, park landscaping, ballfields, pathways routine maintenance.

    b. **Historical Funding**: The Town of Jackson and Teton County entered into a 10-year Joint Powers Agreement in March 2016 to establish the joint Parks and Recreation Department. The agreement established a cost-sharing split based on census population, with 54% funded by the County and 46% by the Town. The July 2024 Joint Funding Memorandum of Understanding (MOU) subsequently established a phased funding adjustment, changing the split to 60% County / 40% Town for FY2027 (effective July 1, 2026), and eventually 62% County / 38% Town by July 1, 2027. Most recently, the Town and County signed an extension to the Joint Powers Agreement with the same exact provisions of the expired agreement with the exception that the funding split is defined as 60% to the County and 40% to the Town.

c. **Gross operating expenses:** $1,829,171
d. **Revenues:** $68,000
e. **Net Expenses:** $1,761,171

EXPENDITURES	Total	Town %	Town $	County %	County $
Parks & Open Space	**$ 766,142**	76%	$ 581,438	24%	$ 184,704
Pathways & Trails	**$ 559,343**	12%	$ 64,886	88%	$ 494,457
Ice Rinks	**$ 229,321**	65%	$ 149,058	35%	$ 80,262
Admin	**$ 274,365**	50%	$ 137,183	50%	$ 137,183
Total	**$ 1,829,171**	**51%**	**$ 932,565**	**49%**	**$ 896,606**

REVENUE	Total	Town %	Town $	County %	County $
Field/Court Rentals	**$ 47,000**	100%	$ 47,000		
Shelter Rentals	**$ 21,000**	100%	$ 21,000		
Total	**$ 68,000**	**100%**	**$ 68,000**	**0%**	**$ -**

NET COST OF SERVICE	Total	Town %	Town $	County %	County $
Total	**$ 1,761,171**	**49%**	**$ 864,565**	**51%**	**$ 896,606**

f. **Revenue allocation options**:
1. **Unified Parks & Recreation revenue**: Combine all recreation fees with park fees to offset the department's total gross operating budget before applying the funding split.
2. **Recreation revenue retained within Recreation**: Recreation revenues directly offset Recreation operating expenses.
3. **Park revenue retained within Parks**: Dedicated Park rental fees remain strictly within the Parks operating fund.
4. Revenue returned to the respective jurisdiction
5. Other

g. **Alternatives**
1. Census Split: 54% County: $951,032 | 46% Town: $810,138
2. Jurisdictional Cost of Service: 49% County: $864,973 | 51 % Town: $896,606
3. FY27 Joint Funding MOU Split: 60% County: $1,056,702 | 40% Town: $704,468
4. Final Joint Funding MOU Split: 62% County: $1,091,926 | 38% Town: $669,244
5. Other: County: $XX | Town: $XX

Exercise: Select the desired cost-share percentage split.

3. What funding methodology do the joint boards wish to adopt for **Parks Non-Core / Jurisdiction-Specific Operating**?

a. **What's included**: 100% direct-jurisdiction operating responsibilities that benefit a single entity, such as Town municipal sidewalks/snow removal, County River management (*the River Management budget has already been separated for the purposes of this analysis*), Town and County non-park facilities.

b. **Historical Funding**: The Town of Jackson and Teton County entered into a 10-year Joint Powers Agreement in March 2016 to establish the joint Parks and Recreation Department. The agreement established a cost-sharing split based on census population, with 54% funded by the County and 46% by the Town. The July 2024 Joint Funding Memorandum of Understanding (MOU) subsequently established a phased funding adjustment, changing the split to 60% County / 40% Town for FY2027 (effective July 1, 2026), and eventually 62% County / 38% Town by July 1, 2027. Most recently, the Town and County signed an extension to the Joint Powers Agreement with the same exact provisions of the expired agreement with the exception that the funding split is defined as 60% to the County and 40% to the Town.

c. **Gross operating expenses:** $1,032,737
d. **Revenues:** $0
e. **Net Expenses:** $1,032,737

EXPENDITURES	Total	Town %	Town $	County %	County $
Sidewalks	**$ 568,370**	100%	$ 568,370		
Non-Park Facilities	**$ 406,360**	56%	$ 227,528	44%	$ 178,832
Right-of-Ways	**$ 58,007**	100%	$ 58,007		
Total	**$ 1,032,737**	**83%**	**$ 853,905**	**17%**	**$ 178,832**

f. **Revenue allocation options**:
1. **Unified Parks & Recreation revenue**: Combine all recreation fees with park fees to offset the department's total gross operating budget before applying the funding split.
2. **Recreation revenue retained within Recreation**: Recreation revenues directly offset Recreation operating expenses.
3. **Park revenue retained within Parks**: Dedicated park rental fees remain strictly within the Parks operating fund.
4. Revenue returned to the respective jurisdiction
5. Other

g. **Alternatives**
1. Census Split: 54% County: $557,677 | 46% Town: $475,059
2. Jurisdiction: County: $178,832 | Town: $853,905
3. FY27 Joint Funding MOU Split: 60% County: $619,642 | 40% Town: $413,094
4. Final Joint Funding MOU Split: 62% County: $640,296 | 38% Town: $392,440
5. Other: County: $XX | Town: $XX

h. **Exercise**: Select the desired funding methodology or split ratio.

4. What funding methodology or ratio do the boards wish to adopt for **Parks Capital Infrastructure**?

a. **What's included**: All capital expenses related to parks infrastructure.

b. **Historical Funding**: The Town of Jackson and Teton County entered into a 10-year Joint Powers Agreement in March 2016 to establish the joint Parks and Recreation Department. The agreement established a cost-sharing split based on census population, with 54% funded by the County and 46% by the Town. The July 2024 Joint Funding Memorandum of Understanding (MOU) subsequently established a phased funding adjustment, changing the split to 60% County / 40% Town for FY2027 (effective July 1, 2026), and eventually 62% County / 38% Town by July 1, 2027. Most recently, the Town and County signed an extension to the Joint Powers Agreement with the same exact provisions of the expired agreement with the exception that the funding split is defined as 60% to the County and 40% to the Town.

c. **Proposed FY27-31 Parks Capital Infrastructure Expenses: $11,067,000** (*Note: Capital infrastructure costs are highly dependent/variable on which specific projects are advanced by the joint boards*.)

d. **Alternatives**
   1. Census Split: 54% County: $5,976,180 | 46% Town: $5,090,820
   2. Jurisdiction: County: $5,022,000 | Town: $6,045,000
   3. FY27 Joint Funding MOU Split: 60% County: $6,640,200 | 40% Town: $4,426,800
   4. Final Joint Funding MOU Split: 62% County: $6,861,540 | 38% Town: $4,205,460
   5. Other: County: $XX | Town: $XX

e. **Exercise**: Select the desired funding methodology or split ratio.

5. What funding split ratio do the boards wish to adopt for Pathways Operating?

a. **What's included:** All operational revenue and expenses associated with pathway services, e.g. staff salaries, programming, safety education, professional services, system management, planning, development review, etc.

b. **Historical Funding:** Since 2003, Pathways Program cost sharing has been governed by a Memorandum of Understanding (MOU) between the Town of Jackson and Teton County. The original MOU, signed in September 2003, set the cost-sharing split for Operations at 50% County / 50% Town. The cost share ratio has been adjusted several times since. In 2011, the split shifted to a "census" based cost share of 54% County / 46% Town based upon the most recent census. In 2024 the Town and County approved the Joint Funding Memorandum of Understanding that phases in an eventual cost share of 62% County / 38% Town in Fiscal Year 2028. The split is currently at 60% County / 40% Town.

c. **Operating expenses**: $331,001 (FY27 budget)

d. **Alternatives**
   1. Census Split: 54% County: $178,741 | 46% Town: $152,260
   2. 2003 MOU Split: 50% County: $165,501 | 50 % Town: $165,501
   3. FY27 Joint Funding MOU Split: 60% County: $198,601 | 40% Town: $132,400
   4. Final Joint Funding MOU Split: 62% County: $205,221 | 38% Town: $125,780
   5. Other: County: $XX | Town: $XX

e. **Exercise:** Select the desired cost-share percentage split.

6. What funding methodology or ratio do the boards wish to adopt for **Pathways Capital**?

a. **What's included:** All capital expenses related to pathways infrastructure and Pathways Program management, including: planning and design costs, new construction, capital maintenance managed by the Pathways Program, and associated capital items such as vehicles, data collectors, and other equipment.

b. **Historical Funding:** The 2003 Pathways MOU established the Jurisdictional model for funding Pathways capital projects, stating "all capital expenditures, and any associated revenue, will be recorded within the jurisdiction where the project is located." In 2004, the MOU was amended to separate maintenance into "routine" and "capital" maintenance categories. Routine Maintenance (things like mowing, sweeping, plowing, signage, and minor repairs) was allocated to the Parks and Recreation Department. Capital Maintenance (things like asphalt replacement, sealcoating, and other "major" repair items that require engineering or safety design plans) was allocated to the Pathways Program and budgeted as capital expenses by jurisdiction. The Capital split has remained the same since 2004, with funding responsibility determined by jurisdiction based on project location and covering all new construction and capital maintenance.

c. **5-Year (FY22-26) Pathways Capital Expenses:**
   a. Total - $10,135,928; County - $9,436,236 (93%); Town - $699,692 (7%)
   b. Average Annual - $2,027,186; County - $1,887,247; Town - $139,938
   c. Note: Capital expenses fluctuate significantly from year to year and by jurisdiction. County capital expenses do not include recent major projects in the BUILD grant (Teton Pass Trail and Downtown Wilson).

d. **Alternatives**: (based on average annual costs for FY22-26)
   1. Census Split: 54% County: $1,094,680 | 46% Town: $932,505
   2. Jurisdiction (2003 MOU) Split: 100% by project location 93% County: $1,887,247 | 7% Town: $139,938
   3. FY27 Joint Funding MOU Split: 60% County: $1,216,311 | 40% Town: $810,874
   4. Final Joint Funding MOU Split: 62% County: $1,256,855 | 38% Town: $770,331
   5. Other: County: $XX | Town: $XX

e. **Exercise:** Select the desired funding methodology or split ratio

Governance
On March 17, 2026, the Parks and Recreation Advisory Board submitted formal correspondence to the Council and BCC with recommendations related to governance and the advisory board's role be incorporated in the updated JPA. This matter will be addressed at a future meeting.

Exercise Attachments
To assist in facilitation at the meeting staff have attached The Parks and Recreation Joint Powers Agreement Policymaker Packet which is intended to support policymaker decision-making at the Joint Meeting. Policymakers are encouraged to mark initial preferences in advance of the meeting to begin discussion, but not as final votes. Choices may be changed and finalized throughout the facilitated discussion, with results tallied to identify consensus. The Parks and Recreation Joint Powers Map provides a visual overview of the Parks and Recreation system, including the Pathways Program shared with County Public Works, and highlights key decision points and choice options. At the meeting staff will facilitate the Boards utilizing the Policy Maker Packet materials along with the associated Key Questions in the staff report.

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

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

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

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

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

FISCAL IMPACT
To be determined.

STAFF IMPACT
Staff have spent approximately 100 hours conducting a comprehensive cost-allocation review and preparing the resulting analysis for the Council and BCC.

LEGAL REVIEW
None at this time

ATTACHMENTS
The Parks and Recreation Joint Powers Agreement Policymaker Packet
The Parks and Recreation Joint Powers Map
2026 Parks and Recreation Joint Powers Agreement
Memorandum of Understanding Joint Funding Between the Town of Jackson and Teton County
2026 Parks & Recreation Joint Powers Funding Assessment
2003 Memorandum of Understanding for Pathways Funding
2004 Amendment to MOU for Pathways Funding

RECOMMENDATION
Town and County staff have not made a joint or individual recommendation on this policy issue.

SUGGESTED MOTIONS
I move to direct staff to prepare a revised Parks and Recreation Joint Powers Agreement establishing the following funding methodologies:

- Recreation Operating & Capital: XX% County / XX% Town
- Parks Core Operating: XX% County / XX% Town or by Jurisdictional Cost of Service
- Parks Non-Core / Jurisdiction-Specific Operating: XX% County / XX% Town or by Jurisdiction
- Parks Capital Infrastructure: XX% County / XX% Town or by Jurisdiction
- Pathways Operating: XX% County / XX% Town
- Pathway Capital: XX% County / XX% Town or by Jurisdiction

Parks & Recreation Joint Powers Agreement Packet

Individual: ________________________________ (Write your Name)

Use this sheet to fill in your initial choices. You are encouraged to do so before the meeting.
During the meeting there will be time for discussion and changes to your choices if you choose.

Selection	Choice	County	Town
Should the Recreation revenues go toward offsetting Recreation's operating expenses?			
1. Recreation Operating & Capital			
2. Parks Core Operating			
3. Parks Non-Core Operating			
4. Parks Capital Infrastructure			
5. Public Works Pathways Operations			
6. Pathways Capital			
Estimated Total: $18,135,861 *Not an exact per year total. Projects in any given year can fluctuate costs.			

Example by Census-Preference Choices

Parks & Recreation Joint Powers Agreement Packet

Individual: Example Name (Write your Name)

Selection	Choice	County	Town
Should the Recreation revenues go toward offsetting Recreation's operating expenses?	Yes	Yes *(For this example, the policymaker is from the County)*	
1. Recreation Operating & Capital	Census	54% / $1,035,055	46% / $881,714
2. Parks Core Operating	Census	54% / $951,032	46% / $810,138
3. Parks Non-Core Operating	Jurisdiction	17% / $178,832	83% $853,905
4. Parks Capital Infrastructure	Census	54% / $5,976,180	46% / $5,090,820
5. Public Works Pathways Operations	Census	54% / $178,740	46% / $152,260
6. Pathways Capital	Census	54% / $1,094,680	46% / $932,505
Estimated Total: $18,135,861 *Not an exact per year total. Projects in any given year can fluctuate costs.		**52% / $9,414,519**	**48% / $8,721,342**

Example by Jurisdiction-Preference Choices

Parks & Recreation Joint Powers Agreement Packet

Individual: Example Name (Write your Name)

Selection	Choice	County	Town
Should the Recreation revenues go toward offsetting Recreation's operating expenses?	Yes		Yes *(For this example, the policymaker is from the Town)*
1. Recreation Operating & Capital	Census	54% / $1,035,055	46% / $881,714
2. Parks Core Operating	Jurisdictional Cost of Service	49% / $864,565	51% / $896,606
3. Parks Non-Core Operating	Jurisdiction	17% / $178,832	83% / $853,905
4. Parks Capital Infrastructure	Jurisdiction	45% / $5,022,000	55% / $6,045,000
5. Public Works Pathways Operations	Census	54% / $178,740	46% / $152,260
6. Pathways Capital	Jurisdiction	93% / $1,887,247	7% / $139,938
Estimated Total: $18,135,861 *Not an exact per year total. Projects in any given year can fluctuate costs.		**51% / $9,166,439**	**49% / $8,969,423**

Individual: ______________________________
(Write your Name)

Recreation

Selection 1

Recreation Operating & Capital

Includes the Recreation Center and programs.

Operating expenses: $5,202,582
Revenue: $3,285,812
Net cost: $1,916,770

Selection Options

Fill the bubble with your selection. For Other Percentage, fill in your range for County/Town.

1. Should the Recreation revenues go toward offsetting Recreation's operating expenses?

Operating - Revenues = Net Cost	**Yes** ○	**No** ○

2. Mark your preferred option.

Census	County - 54% / $1,035,055 Town - 46% / $881,714	○
Other %	County - 50% / $958,385 Town - 50% / $958,385 County - ___% / $________ Town - ___% / $________	○

Other considerations:

Individual: ______________________________ Parks

(Write your Name)

Selection 2

Parks Core Operating

Includes parks, open space, pathways, and trails.

Operating expenses: $1,829,171
Revenues: $68,000
Net cost: $1,761,171

Selection Options

Fill the bubble with your selection. For Other Percentage, fill in your range for County/Town.

Jurisdictional Cost of Service	County - 49% / $864,565 Town - 51% / $896,606	○
Census	County - 54% / $951,032 Town - 46% / $810,138	○
Other %	County - 50% / $880,586 Town - 50% / $880,586 County - ___% / $_________ Town - ___% / $_________	○

Other considerations:

- If Jurisdictional Cost of Service is selected, this would be analyzed and updated every three years.

Individual: ______________________________

(Write your Name)

Parks

Selection 3

Parks Non-Core Operating

Maintaining sidewalks, right-of-ways, Town & County facilities, e.g., landscaping, irrigation, snow shoveling.

Operating expenses: $1,032,737
Revenues: $0
Net cost: $1,032,737

Selection Options

Fill the bubble with your selection. For Other Percentage, fill in your range for County/Town.

Jurisdiction	County facilities - 17% / $178,832 Town facilities, sidewalks, ROWs - 83% $853,905	○
Census	County - 54% / $557,678 Town - 46% / $474,059	○
Other %	County - 50% / $516,369 Town - 50% / $516,369 County - ___% / $_________ Town - ___% / $_________	○

Other considerations:

Individual: ______________________________

(Write your Name)

Parks

Selection 4

Parks Capital Infrastructure

New or major repair/replacement of capital Park infrastructure, e.g., new ball field, playground replacement.

Proposed FY27-31 Parks Capital: $11,067,000

Cost estimate highly variable/dependent on approved projects

Selection Options

Fill the bubble with your selection. For Other Percentage, fill in your range for County/Town.

Jurisdiction	County - 45% / $5,022,000 Town - 55% / $6,045,000	○
Census	County - 54% / $5,976,180 Town - 46% / $5,090,820	○
Other %	County - 50% / $5,533,500 Town - 50% / $5,533,500 County - ___% / $________ Town - ___% / $________	○

Other considerations:

- If Parks Capital Infrastructure were to be done by **Jurisdiction**, would there be a separate approval process if the operations were done by a split? Any capital infrastructure built by one entity would be signing up the other for sharing the future operational costs of that project.

Selection 5

Public Works Pathways Operations

Pathways operating expenses are managed and budgeted within the County Public Works Pathways Division and are shared between the Town and County by Census split.

Current MOU: 54% County: $178,740 / 46% Town: $152,260
Operating expenses: $331,001 (FY27 Budget)
Revenues: $0
Net cost: $331,001

Selection Options

Fill the bubble with your selection. For Other Percentage, fill in your range for County/Town.

Census	County - 54% / $178,740 Town - 46% / $152,260	○
Other %	County - 50% / $165,501 Town - 50% / $165,501 County - ___% / $________ Town - ___% / $________	○

Other considerations:

- The existing MOU managing Pathways Operations budgeting was approved in 2003 and specifies a 50/50 split between the Town and County.
- **Pathways responsibilities between Parks & Rec and Public Works**
  - **Public Works -** Pathways & Trails Program Coordinator salary, programming, education, outreach, planning and development, and major capital repairs and improvements.
  - **Parks and Rec -** Day-to-day and "routine" maintenance (sweeping, plowing, vegetation control); other non-capital maintenance (signs, benches, lighting).

Individual: ________________________________ (Write your Name)

Selection 6

Pathways Capital

Major capital repairs and improvements are managed by and budgeted within the County Public Works Pathways Division. County and Town cover 100% of the costs for projects that fall within their jurisdiction.

FY22 – 26 total (over 5-years): 93% County: $9,436,236 / 7 %Town: $699,692

Avg. per year cost (over 5 years): 93% County: $1,887,247 / 7 % Town: $139,938

Average net annual cost: $2,027,185

Selection Options

Fill the bubble with your selection. For Other Percentage, fill in your range for County/Town.

Jurisdiction	County - 93% / $1,887,247 Town - 7% / $139,938	○
Census	County - 54% / $1,094,680 Town - 46% / $932,505	○
Other %	County - 50% / $1,013,593 Town - 50% / $1,013,593 County - ___% / $_________ Town - ___% / $_________	○

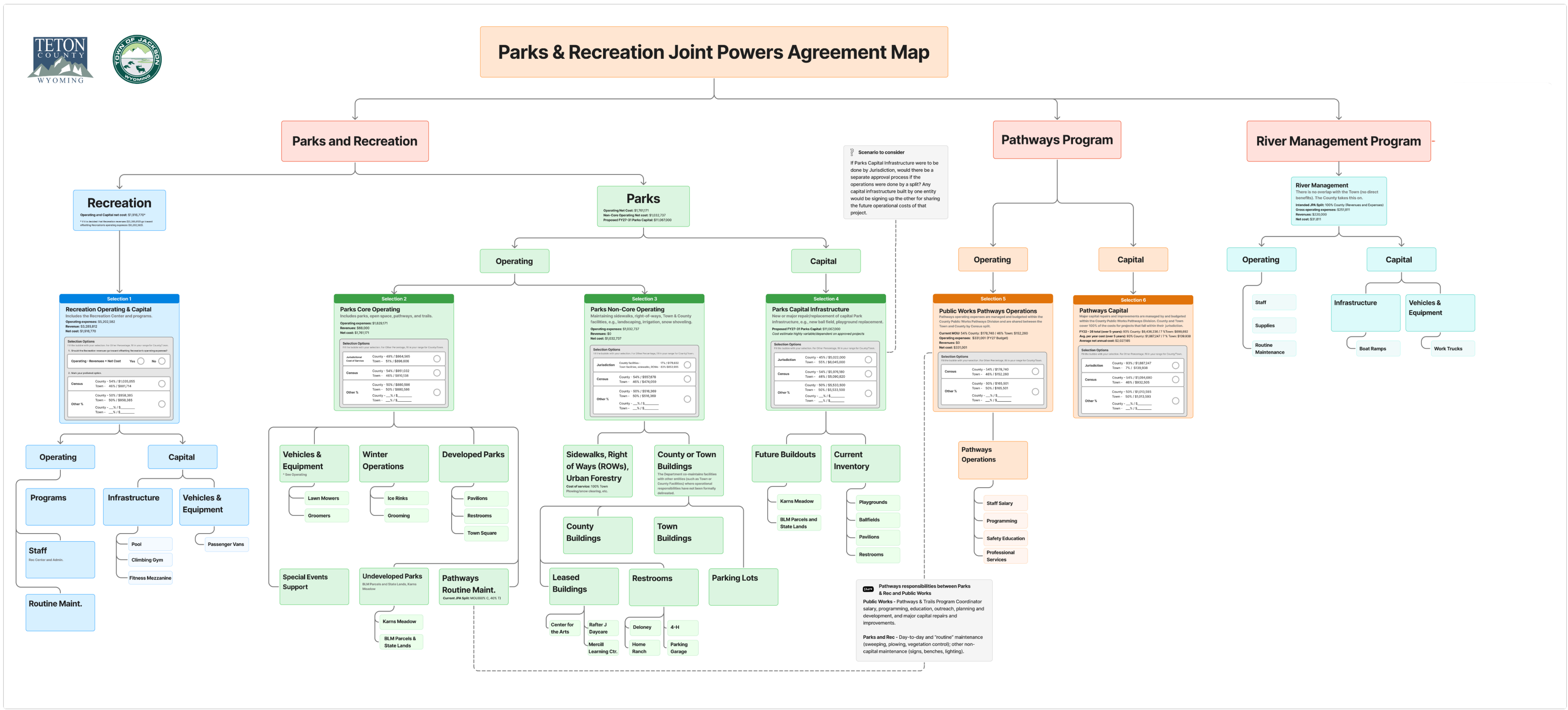
Other considerations:

- The 2003 MOU was amended in 2004 to cover capital projects and capital maintenance.
- Capital costs can fluctuate significantly year to year depending on projects. For example, for estimated FY27 projects, the Jurisdiction split is 79% County $1,601,476 / 21% Town $425,709.
- County costs do not include recent major projects in the BUILD grant (Teton Pass Trail and Downtown Wilson).

Appendix: Definitions

Budget Model	Jurisdiction	Jurisdictional Cost of Service	Census
Definition	Each pays their own bills. Every expense is directly tracked and billed 100% to the entity where the asset or activity occurs.	Costs are shared using a set percentage split derived from historical usage or cost of service analysis.	Financing is provided by each party based upon the percentage of the most current census data utilized by the State of Wyoming in making sales tax distributions to the Town of Jackson and Teton County.
Tracking	Granular. Requires itemized accounting for every invoice, labor hour, and line item per location.	Aggregated. Total costs are pooled and split by the agreed-upon percentage ratio.	Aggregated. Total costs are pooled and split by the agreed-upon percentage ratio.
Cost Accuracy	Reflects 100% true, actual cost for each location in real time.	Approximate. May not reflect real-time fluctuations or true actual costs in a given year.	Based on relative population distribution rather than actual real-time operational usage or direct location-based expenses.
When to Use	Dedicated assets or standalone facilities with clear geographic/entity boundaries.	Shared operations (e.g., Parks Core Operations) with shared equipment, staffing, and supplies where tracking individual location usage is inefficient or impossible.	Joint and cooperative undertakings, shared operational funding, joint equipment/staffing contributions, and determining shared ownership ratios of department reserves.
Primary Trade-off	High administrative burden. Higher precision.	Low administrative burden. lower real-time precision.	Low administrative burden. but funding obligations shift with demographic updates rather than actual cost of service by jurisdiction or operational usage.

Map



TETON COUNTY WYOMING
TOWN OF JACKSON WYOMING
Parks & Recreation Joint Powers Agreement Map
Parks and Recreation
Pathways Program
River Management Program
Recreation
Parks
Operating
Capital
Selection 1
Recreation Operating & Capital
Selection 2
Parks Core Operating
Selection 3
Parks Non-Core Operating
Selection 4
Parks Capital Infrastructure
Selection 5
Public Works Pathways Operations
Selection 6
Pathways Capital
River Management
Scenario to consider
If Parks Capital Infrastructure were to be done by Jurisdiction, would there be a separate approval process if the operations were done by a split? Any capital infrastructure built by one entity would be signing up the other for sharing the future operational costs of that project.
Programs
Infrastructure
Vehicles & Equipment
Staff
Routine Maint.
Pool
Climbing Gym
Fitness Mezzanine
Passenger Vans
Winter Operations
Developed Parks
Lawn Mowers
Groomers
Ice Rinks
Grooming
Pavilions
Restrooms
Town Square
Special Events Support
Undeveloped Parks
Pathways Routine Maint.
Karns Meadow
BLM Parcels & State Lands
Sidewalks, Right of Ways (ROWs), Urban Forestry
County or Town Buildings
County Buildings
Town Buildings
Leased Buildings
Restrooms
Parking Lots
Center for the Arts
Rafter J Daycare
Mercill Learning Ctr.
Deloney
Home Ranch
4-H
Parking Garage
Future Buildouts
Current Inventory
Karns Meadow
BLM Parcels and State Lands
Playgrounds
Ballfields
Pavilions
Restrooms
Pathways Operations
Staff Salary
Programming
Safety Education
Professional Services
Pathways responsibilities between Parks & Rec and Public Works
Public Works - Pathways & Trails Program Coordinator salary, programming, education, outreach, planning and development, and major capital repairs and improvements.
Parks and Rec - Day-to-day and "routine" maintenance (sweeping, plowing, vegetation control); other non-capital maintenance (signs, benches, lighting).
Staff
Supplies
Routine Maintenance
Infrastructure
Vehicles & Equipment
Boat Ramps
Work Trucks

THE TOWN OF JACKSON AND TETON COUNTY JOINT POWER AGREEMENT FOR PARKS AND RECREATION AND AGREEMENT ESTABLISHING THE TETON COUNTY/JACKSON PARKS AND RECREATION DEPARTMENT AND TETON COUNTY/JACKSON PARKS AND RECREATION ADVISORY BOARD

This Agreement is made and entered into on _________ day of _________, 2026 by and between the Town of Jackson, Wyoming, a municipal corporation of the State of Wyoming, hereinafter referred to as "*Town*," and Teton County, Wyoming, a duly organized county of the State of Wyoming, hereinafter referred to as "*County*."

WITNESSETH:

WHEREAS, Wyoming Statute §16-1-105, Joint Agreements, allows for two (2) or more agencies to enter into agreements with each other for joint or cooperative action; and

WHEREAS, this Joint Power Agreement is created pursuant to W.S. §16-1-105 and it is specifically recognized that this Agreement does not create a separate legal entity, nor is this Agreement created or governed by W.S. §16-1-106 Joint Powers Boards, and

WHEREAS, Teton County and the Town of Jackson (hereinafter referred to as "*Parties*") have determined that there is a need within Teton County and the Town of Jackson for a system of parks and recreation facilities, which shall be encompassed in a Parks and Recreation Department (hereinafter referred to as the "*Department*"); and

WHEREAS the Department shall have an advisory board to oversee the responsibilities of the Department; and

WHEREAS, in furtherance of the need for a system of parks and recreation facilities in accordance with statutory authorization, the Town and County are expending funds to support the system.

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

1. <u>Purpose.</u> The purpose of this Agreement is to jointly provide for a system of public parks and recreational facilities within Teton County and the Town of Jackson, and to create the Teton County/Jackson Parks and Recreation Department, which is to be overseen by the Teton County/Jackson

Parks and Recreation Advisory Board, (hereinafter referred to as the "*Board*"). The Board shall be an advisory board to the Parties and is specifically not a joint powers board, and no separate legal entity is created by this Agreement.

2. Duration. This Agreement shall commence on the date of approval by the Wyoming Attorney General, following the adoption and approval of this agreement by both parties hereto, and shall terminate on June 30, 2027, unless sooner terminated or extended as hereinafter provided.

3. Name. This Agreement creates the Teton County/Jackson Parks and Recreation Department, which is a cooperative action between the Town of Jackson and Teton County. The Department shall be managed by a Director of the Teton County/Jackson Parks and Recreation Department (hereinafter referred to as "*Director*").

4. Advisory Board Composition. The Board shall consist of seven (7) voting members, all of whom shall be qualified electors of Teton County, Wyoming. All members shall be appointed by joint appointment by the Board of County Commissioners of Teton County, Wyoming, and the Town Council of the Town of Jackson, for three (3) year staggered terms. The existing board under the 2016 Joint Powers Agreement shall continue to constitute the Board. The Board shall also include one (1) member of the Board of County Commissioners, one (1) member of the Town of Jackson Town Council, and one (1) member of the Teton County School District. Such members shall sit ex-officio, and shall not have the right to vote on any matters.

5. Removal. Any member of the Board may be removed without cause by the joint approval of the Board of County Commissioners and the Town Council of Jackson.

6. Powers Delegated and Roles of the Parties, the Board, and Director. So as to minimize confusion as to the roles and responsibilities of the Parties hereto, the Board formed hereby and the Director and staff utilized, the Parties identify such roles and responsibilities as follows:

(a) The Director shall have the power to manage the day-to-day affairs of the Department.

(b) The Board is hereby delegated the authority to create policies, rules, and regulations; engage in both long-term and short-term strategic planning; and establish rates for the use -of the parks and recreation facilities; with the direct input of the Director of the Department in all of the above listed delegations.

(c) Teton County and the Town of Jackson shall jointly approve facility usage rate increases in excess of twenty-five percent (25%). In addition, the power to hire, fire, and discipline the Director of the Department shall be with the Teton County Commissioner's Administrator. The Director of the Department shall be a direct report to the Teton County Commissioner's Administrator. Through their financing function, the Town and County shall have sole and absolute discretion to appropriate funds for the continued functioning of the Department. Neither the Town nor the County has an obligation to fund the

Department.

7. Ownership of Facilities. The parks or recreational facilities, including leased property, and all of the facilities currently located upon them, as well as equipment currently utilized by the Parks and Recreation Department, shall continue to be the sole property of the respective Party that currently has ownership. Each Party shall be deemed to own a one-half (1/2) undivided interest in certain equipment and facilities that is not specifically owned solely by one party. Future acquisitions of property must be designated as co-owned or as solely owned by one party at the time of its acquisition. If property is not designated at its time of acquisition, the default shall be sole ownership by the respective Party.

8. Financing and Budget.

(a) General Finance. All expenditure and revenue transactions pertaining to the Department shall be recorded in a separate Special Revenue Fund that will be part of the County of Teton reporting entity. This special fund shall be called the Parks and Recreation Fund (hereinafter referred to as "*Fund*"). The Town of Jackson and Teton County shall each finance joint and cooperative undertaking by the appropriation by each Party with the Town contributing 40% and Teton County contributing 60%.

The annual fiscal year contribution shall be calculated in the prior year during the annual budgeting process. The combined contributions from the Parties will be the difference between the projected ending Fund balance (on a modified accrual basis) and the agreed-upon targeted Fund balance. The estimated Fund balance calculation for the fiscal year of the contribution shall be calculated as follows:

Estimated Beginning Fund Balance
Plus(+): All Estimated Program Sources
Minus(-): All Estimated Program Uses

Equals (=): Estimated Fund Ending Balance

Subject to Teton County invoicing, the Town of Jackson will remit one-twelfth (1/12) of the approved annual contribution on a monthly basis throughout the fiscal year. All expenditures and revenue pertaining to the Fund will be paid/received by Teton County and recorded as a debit/credit to the Fund. The Town of Jackson will not accept Department revenue or incur Department expenditures other than through Teton County, except grant proceeds and grant-related expenditures where the Town of Jackson is the grantee.

(b) Budgeting Procedures. The Department is required to comply with both Parties' budgetary procedures, which includes format and timing requirements for appropriation requests. All appropriations and budgeted revenue need approval from both Parties before the budget is considered "approved." The Department will comply with both Parties' supplemental appropriation process. The Department is required to comply with both Parties' Capital Improvement Plan (CIP) procedures, which include formal and timing requirements for project submittal.

(c) Fund Balance (Reserves). The fiscal year ending Fund balance, calculated on the modified accrual basis of accounting, of the Fund will be reported by Teton County to the Town of Jackson as soon as the Teton County Audited Financial Statements are published.

The desired level of the reserves, or the targeted Fund balance, will be proposed by the Teton County Budget Officer, and will be reviewed each year during the annual budget process. Ownership of the reserves of the Fund is shared based upon the most current census data utilized by the State of Wyoming in making sales tax distributions to the Town of Jackson and Teton County. Investment of idle funds must be done in compliance with Teton County investment policy and Wyoming Statutes.

9. Auditor Recommendations. The Parties intend to abide by all recommendations of their auditors. Recommendation of the parties' auditors proposed after the date hereof shall be deemed incorporated herein as they may be made from time to time.

10. Financing of Operations and Capital Expenditures. For purposes of timing, Financing Operations, Capital Expenditures and Budgeting, the Board shall be controlled by the more restrictive of the statutory fiscal procedures applicable to the Town and County. The funding of the Department shall be a negotiated process pursued in good faith by the sponsoring entities.

11. Methods of Operation. The Parties agree that in the interest of efficiency and in order to avoid unnecessary redundancies and to take advantage of established fiscal, personnel, insurance and other arrangements, the Parks and Recreation Department shall operate as if it were a department of the County. This includes, but is not limited to, utilizing the following: County personnel policies, County fiscal management and auditing, County retirement and health and medical insurance, and County casualty and personal liability insurance. The finally approved budget of the Department shall be within the County's budget and the County shall be responsible for performing all required audits and reporting to appropriate agencies. All employees of the department shall be employees of Teton County, which shall be responsible for direct withholding and payment of all compensation, fringe benefits, employment taxes, workers' compensation, or other recompense, but subject to contribution by the Town according to the financing split between the parties based upon the most current census data utilized by the State of Wyoming in making sales tax distributions to the Town of Jackson and Teton County. Property which is solely owned by the Town shall be insured by the Town. Any property in which the County has an ownership interest shall be insured by the County. All contracts entered into by the Department shall be approved solely by the Board of County Commissioners of the County of Teton.

12. Termination or Extension of Agreement. This Agreement may be terminated by the resolution of either the Board of County Commissioners of Teton County, Wyoming, or the Town Council of the Town of Jackson, Wyoming duly adopted; provided, however, that neither party shall be permitted to terminate this Agreement or its obligations hereunder if said termination, or the manner of termination, constitutes a breach of any contract for the purpose, lease, use or hiring of any facilities, property or services pursuant hereto. Upon such termination, all properties belonging to one of the Parties which provided the property as hereinabove designated, shall revert to and be the sole and separate property of that Party. All properties jointly provided or funded by the Parties hereto shall be by mutual agreement between the Parties.

13. Prior Agreements. This Agreement shall supersede any and all prior agreements between the Parties hereto with respect to the operation and maintenance of the Department of Parks and Recreation and all such related facilities, and any such prior agreements are hereby rescinded and rendered null and void. This Agreement contains the entire agreement between the parties concerning the establishment of the Department and Board as hereinabove contemplated for the operation and maintenance of the system of parks and recreation hereinabove described.

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

TOWN OF JACKSON, WYOMING

By: ______________________________ ____________

Arne O. Jorgensen, Mayor Dated

Attest:

By: ______________________________

____________, Town Clerk

BOARD OF COUNTY COMMISSIONERS OF TETON COUNTY, WYOMING

By: ________________________________ ____________

Mark Newcomb, Chair Dated

Attest:

By: ________________________________

Maureen E. Murphy, County Clerk

STATE OF WYOMING

OFFICE OF ATTORNEY GENERAL

In accordance with Wyo. Stat. §16-1-105(a)(ii), I hereby certify that the foregoing Agreement for Fire between the Town of Jackson and Teton County was received by this office and has been reviewed and is approved as to form and with respect to compliance with the Constitution and Law of the State of Wyoming.

Approved this ____ day of ______________, 2026.

By: ___________________________________

Keith Kautz
Attorney General
State of Wyoming

MEMORANDUM OF UNDERSTANDING
JOINT FUNDING BETWEEN THE TOWN OF JACKSON AND TETON COUNTY

COMES NOW on this 15th day of July 2024, the parties, TETON COUNTY, WYOMING, a duly organized county of the State of Wyoming, and the TOWN OF JACKSON, a municipal corporation of the State of Wyoming, agree as follows in regard to joint funding of multiple departments, divisions, and functions between Teton County and the Town of Jackson;

WHEREAS, the Town of Jackson is a statutorily designated first-class city but commonly refers to itself as the Town of Jackson. The use of the word "town" in this document does not denote an official statutory designation as a "town." The use of the word "town" means "city" for purposes of legal statutory designation; and

WHEREAS, both the Town of Jackson and Teton County have determined that it is necessary to submit to the qualified electors of the County a proposition for an additional one percent (1%) Special Excise tax (SPET) to fund the Teton County Justice Center; and

WHEREAS, the Town of Jackson and Teton County need to notify the Teton County Clerk prior to July 17, 2024, of their intention to place the Tax Proposition for specific purposes on the November 5, 2024, special election ballot; and

WHEREAS, the Town of Jackson is the only incorporated municipality in the county of Teton and for many years the Town of Jackson and Teton County have participated in a partnership in multiple governmental functions that includes joint funding of departments, divisions, and functions of government; and

WHEREAS, the Town of Jackson and Teton County currently divides most of the joint funding of joint governmental functions, through the same means that the State of Wyoming uses for splitting sales tax; specifically through the population census of the number of people in the incorporated municipality and the number of people in the unincorporated area of the county. The joint funding split is currently 54% attributed to Teton County and 46% attributed to the Town of Jackson; and

WHEREAS, the Town of Jackson and Teton County desire to adjust the joint funding ratio from a 54/46 split to a 62/38 split with 62% attributed to Teton County and 38% attributed to the Town of Jackson with certain caveats and conditions.

NOW, THEREFORE, in consideration of the mutual promises and covenants contained herein, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereby agree as follows:

1. The Jackson Town Council will approve and sign prior to July 17, 2024, the *Joint Resolution Approving Proposition for an Additional 1% Specific Purpose Excise Tax in Teton County, State of Wyoming, Said Proposition to be Placed on the Special Election Ballot on November 5, 2024.*

2. Joint funding of the following joint governmental operations shall be changed from a 54/46 split to a 62/38 split with 62% attributed to Teton County and 38% attributed to the Town of Jackson with the conditions as listed below:
   a. START Bus System
   b. Fire/EMS
   c. Parks/Recreation
   d. Emergency Management
   e. Victim Services
   f. Animal Shelter
   g. Affordable Housing
   h. Radio Services
   i. Treatment Court
   j. Pathways
   k. Transportation
   l. Planning

3. Joint funding of the following joint governmental capital shall be changed from 54/46 split to a 62/38 split with 62% attributed to Teton County and 38% attributed to the Town of Jackson with the conditions as listed below:
   a. START bus system
   b. Fire/EMS

c. Parks/Recreation
d. Emergency Management

4. The change in joint funding for both operations and capital shall be phased in over a 3-year period. Specifically, the joint funding split for both operations and capital shall change from 54/46 to 57/43, with 57% attributed to Teton County and 43% attributed to the Town of Jackson, beginning on July 1, 2025, and then change from 57/43 to 60/40, with 60% attributed to Teton County and 40% attributed to the Town of Jackson, beginning on July 1, 2026, and then change from 60/40 to 62/38, with 62% attributed to Teton County and 38% attributed to the Town of Jackson, beginning on July 1, 2027.
5. The Town of Jackson and Teton County will revise the governance of jointly funded governmental functions, beginning discussion in January 2025. This could include ideas such as creating independent agencies, fees for services, splitting departments, etc. All revised governance would be effective July 1, 2027, or sooner if the parties can come to agreement. If agreement cannot be made on governance prior to January 1, 2031, then the funding split for joint funding for both operational and capital shall revert on July 1, 2031 to the use of the tax division as directed in Wyoming Statute §39-15-211(a)(i)(B)(I) and (II), specifically (I) to the county in the proportion the population of the county situated outside the corporate limits of its cities and towns bears to the total population of the county; and (II) to the incorporated cities and towns within the county in the proportion the population of each city or town bears to the total population of the county.
6. Paragraphs 2 through 5 above are contingent on the Proposition for an additional 1% Special Excise Tax (SPET) being approved by the voters on November 5, 2024.

IN WITNESS WHEREOF, the parties have executed this *Memorandum of Understanding Joint Funding Between the Town of Jackson and Teton County* through their duly authorized representatives as of the date first written above.

STATE OF WYOMING COUNTY CLERK TETON COUNTY

BOARD OF COUNTY COMMISSIONERS
OF TETON COUNTY, WYOMING

Luther Propst

Luther Propst, Chairman

Attest:

[signature] on behalf of Maureen Murphy

Maureen E. Murphy, Teton County Clerk

TOWN OF JACKSON, WYOMING

[signature]

Mayor Hailey Morton Levinson

THE TOWN OF JACKSON INCORPORATED SEAL 1914 TETON COUNTY, WYOMING

Attest:

Riley Taylor

Riley Taylor, Clerk

MEMORANDUM OF UNDERSTANDING

Town of Jackson
and
Teton County

Effective September 8, 2003

This Memorandum of Understanding identifies the parties' current understanding of their working relationships and responsibilities relative to non-motorized transportation, to be incorporated in a future cooperative agreement executed pursuant to applicable law.

The Jackson Town Administrator will supervise the Pathways/Trails Coordinator ("Coordinator"), whose responsibility it is to coordinate pedestrian, bicycle, equestrian, and Nordic trail projects and programs serving non-motorized transportation and recreation users in Teton County ("County") and the Town of Jackson ("Town").

Financial agreement:
All of the operational expenditure and revenue transactions pertaining to Pathways will be recorded in a separate department of the General Fund of the Town of Jackson and will be part of the Town of Jackson reporting entity. The Town of Jackson and Teton County will evenly (50/50) share the net operational costs of the Pathways Department. Net operational costs are defined as all operational expenditures, including any indirect cost allocations, less any operational revenue. All capital expenditures, and any associated revenue, will be recorded within the jurisdiction where the project is located. There will be no net cost sharing for capital outlay.

Effective September 1, 2003, all expenditures pertaining to the administration and operation of the Pathways Program will be paid by the Town of Jackson and then invoiced to Teton County. Teton County will not accept Pathways-related operational revenue or incur Pathways-related operational expenditures other than through the Town of Jackson. An exception to this provision is for grant proceeds and grant-related expenditures where Teton County is the grantee. Maintenance expenditures for pathways maintenance will continue to be budgeted within the Parks and Recreation Department.

On a monthly basis and subject to Town of Jackson invoicing, Teton County will remit one-half of the actual monthly operational costs incurred by the Town of Jackson for the Pathways Program.

The Pathways Program is required to comply with both the Town of Jackson's and Teton County's budgetary procedures, which includes format and timing requirements for appropriation requests. All appropriations and budgeted revenue need approval from both the Jackson Town Council and Teton County Commissioners before the budget is considered "approved". Adjustments to appropriations and budgeted revenue throughout the fiscal year require the approval of both the Town of Jackson Town Council and Teton County Commissioners. The Pathways Department will comply with both the Town of Jackson's and Teton County's supplemental appropriation process.

The Pathways Program is also required to comply with both the Town of Jackson's and Teton County's Capital Improvement Plan (CIP) procedures, which includes format and timing requirements for project submittal. All capital projects require approval from either the Town of Jackson Town Council or the Teton County Commissioners before the project is considered "approved" and before it is included in the published Capital Improvements Plan.

Management/Maintenance of Infrastructure:
The Parks & Recreation Department is responsible for operations and management of all completed pedestrian, bicycle, equestrian, and Nordic trails, including ongoing maintenance, grooming, and implementation of repair and replacement programs, and oversight of all non-motorized infrastructure and facilities. Maintenance priorities are to be established with input from and consultation with the Pathways Coordinator. Pathways maintenance costs will be budgeted for and accounted within the Parks and Recreation Department Budget.

Planning:
The Coordinator will work with the Pathways Task Force advisory group to develop both long- and short-range plans for non-motorized pedestrian and bicycle systems.

Both long- and short-range plans shall be reviewed and must be approved by:

- Jackson Town Administrator
- Parks & Recreation Director or designee;
- County Engineer and Planning Director or their designees for projects within the unincorporated county;
- Town Engineer and Planning Director or their designees for projects within the town;
- Wyoming Department of Transportation, when applicable; and
- County or Town departments, such as public works, fire protection, law enforcement, or others as applicable.

Based on final approval from the Town Council and Teton County Commissioners funding for planned projects shall be incorporated into respective Town and County Capital Improvement Programs, and coordinated with the County's Grant Writer and other resources upon approval of long-range plans and Capital Improvement Programs.

Project/Program Design:
For each project, on a project by project basis, prior to consideration and approval by the respective government entity, the Coordinator will meet with the Jackson Town Administrator, Parks & Recreation Director or his designee, and others as appropriate to establish milestones and determine the department responsible for each.

Milestones include, but are not limited to:

Identification of stakeholders
Project design
Acquire permits
Approval and appropriation by County or Town
Preparation of construction or procurement documents
Bidding

Contracting
Construction or program management
Maintenance cost estimates (including repair/replacement)
Maintenance

Staff from each department shall have periodic meetings to provide updates on proposed and projects-in-progress. Staff includes, but is not limited to the Jackson Town Administrator, Parks Superintendent, Coordinator, Park Planner, and Engineering Technical staff.

Planning Department Reviews:
The Pathways Coordinator is to participate in the in development review process for private and public developments. County and Town Planning Offices will provide the opportunity for the Pathways Coordinator to review all development plans.

Teton County Commission

Bill Paddleford, Chair

ATTEST:

STATE OF WYOMING COUNTY CLERK TETON COUNTY

Sherry Daigle, Teton County Clerk

Town of Jackson

Mark Barron, Mayor

ATTEST:

THE TOWN OF JACKSON INCORPORATED SEAL 1914 TETON COUNTY, WYOMING

Donna M. Baur, Deputy Town Clerk

FIRST AMENDMENT TO MEMORANDUM OF UNDERSTANDING
(Pathways)

WHEREAS, the Town of Jackson, and Teton County, Wyoming ("the Parties") entered into that certain Memorandum of Understanding ("MOU") regarding the Pathways Program, dated September 8, 2003, and;

WHEREAS, the Parties wish to Amend the MOU to articulate and clarify differences between major maintenance/capital repairs, versus routine maintenance of the Pathways system, and to have such amendment effective as of the 1st day of February, 2004,

NOW, THEREFORE, the Parties hereby amend that paragraph of the September 8, 2003 MOU styled "Management/Maintenance of Infrastructure" by striking and readopting it to read as follows:

"Management/Maintenance of Infrastructure:
Management of the Pathways Program Infrastructure will be the responsibility of the Town Administrator. The Pathways Program includes pedestrian, bicycle, equestrian, and Nordic trails throughout the Town and County, and pedestrian/bicycle infrastructure components of the Town and County's transportation system.

Routine maintenance, including: mowing, weed control, sweeping, trash removal, staining of benches, signs and fences, Nordic grooming/snow removal, and recreational programming will be the responsibility of the Parks & Recreation Department. Maintenance priorities, and levels of service, will be established with input from and in consultation with the Pathways Coordinator. Friends of Pathways and the Pathways Coordinator will manage the Adopt-A-Trail volunteer maintenance program in coordination with the Parks & Recreation Department. All costs for routine maintenance will be budgeted and accounted for within the Parks and Recreation Department Budget.

Major maintenance, repair and replacement needs, including: sealing, striping, signage, fencing, shoulder and bridge repairs (and other repairs as needed) will be the responsibility of the Pathways Department, through the Pathways Coordinator. The Coordinator will prepare, and submit for approval, the annual Pathways Capital Improvements Program, which will include an Annual Pathways Maintenance Program and Capital Improvement Program (for new projects). The Pathways Capital Improvement Program will be developed in coordination with the Parks & Recreation, County Engineering and Town Public Works Departments. All costs for major maintenance, repair, and replacement projects, as well as new construction, will be budgeted and accounted for within the respective Pathways Capital Budgets of the Town and County (depending on the location of the pathway, trail or pedestrian/bicycle facility).

All of the rest and remainder of the MOU not specifically changed by this Amendment shall remain in full force and effect.

Teton County Commission

Andy Schwartz, Chair

Town of Jackson

Mark Barron, Mayor

ATTEST:

STATE OF WYOMING COUNTY CLERK TETON COUNTY

Sherry Daigle, Teton County Clerk

THE TOWN OF JACKSON INCORPORATED ★ SEAL ★ 1914 TETON COUNTY, WYOMING

ATTEST:

Roxanne DeVries Robinson, Town Clerk