

**JOINT INFORMATION PROCEEDINGS
TOWN COUNCIL AND BOARD OF COUNTY COMMISSIONERS MEETING**

NOVEMBER 14, 2016

JACKSON, WYOMING

The Jackson Town Council met in conjunction the Teton County Commission in regular joint information session in the County Chambers 200 South Willow at 3:01 P.M. Upon roll call the following were found to be present:

MAYOR & COUNCIL: Vice Mayor, Hailey Morton Levinson, Bob Lenz, Jim Stanford, and Don Frank.

CHAIRMAN & COMMISSIONERS: Barbara Allen, Chairwoman, Mark Newcomb, Paul Vogelheim, Smokey Rhea, and Natalia D. Macker.

STAFF: Sherry Daigle, Alyssa Watkins, Bob McLaurin, Roxanne Robinson, Shelley Fairbanks, Sandy Birdyshaw, Erin Weisman, Keith Gingery, Audrey Cohen-Davis, Tyler Sinclair, Darren Brugmann, Larry Pardee, April Norton and Steve Ashworth

Public Comment. None

Minutes.

Mark Newcomb moved on behalf of Teton County to approve the October 3, 2016 minutes, seconded by Smokey Rhea. Motion passed unanimously.

Don Frank moved on behalf of the Town to approve the October 3, 2106 minutes, seconded by Bob Lenz. Motion passed unanimously.

Discussion / Action items.

A. Y-Intersection Improvements.

Keith Compton, Christina Spindler, and Bob Hammond from WYDOT presented the proposed improvements at the Y-Intersection. The proposed configuration is marginal adjustments not reconstruction and is primarily staying within the existing footprint. This change will improve the overall efficiency of the intersection, pedestrian safety, and minimal right-of-way impacts while reducing overall fuel consumption and emissions. Improved signal detection will also be part of this project. The current intersection will fail in 12-15 years. The proposed changes will add an additional 4 years to the current intersection.

Bob Hammond and Christina Spindler answered questions from the Commissioner and Council about the northbound traffic being eliminated from Buffalo Way to help the flow of traffic, programming adjustments on the new traffic lights to help move traffic through the intersections, the safety of pedestrian/cyclist crossing with the free right turns on the south side of the "Y", the value of a yield sign vs. stop sign at free right from Buffalo Way. Councilor Stanford asked about putting in a slip lane northbound from Buffalo Way for START busses. Christina Spindler said there were a few things to prevent the slip lane: (1) in the proposed change, there is no traffic entering the intersection from the south; (2) to have the slip lane, the islands for the free right turns on and off of Buffalo Way would have to be eliminated and (3) for the few seconds it would take the bus to cross the intersection, would cause congestion on its own. Councilor Stanford asked if the

Tribal Trail connector road to Highway 22 were finished, would these changes be necessary. Bob Hammond replied yes, both improvements are needed in the valley. The “Y” proposal is a temporary/interim type of intersection and with the help it can reduce traffic in this intersection.

B. Authorization for Pursuit of Legislative Changes for Teton County Housing Authority Structure.

Audrey Cohen-Davis presented, discussing with the Town Council and Board of County Commissioners the re-introduction legislative bill with changes related to a region housing authority, commission duties and structure. In the 2016 legislative session, Representatives Petroff and Schwartz sponsored House Bill HB0093 proposing legislation to clarify and revise Wyoming Statutes §§ 15-10-115(a), 15-10-115(b) and (c) with the goals to: 1) allow the option for governing bodies to delegate some of its powers to a regional housing authority board (instead of all or nothing); and 2) allow a regional housing authority board to be comprised with up to (5) commissioners. As 2016b was a budget session, the bill was not assigned to a committee, and when introduced it did not pass.

MOTION

Mark Newcomb, on behalf of the County Commissioners, moved to endorse and support legislation to clarify and revise Wyoming Statutes §§ 15-10-115(a), 15-10-115(b) and (c) with the goals to: 1) allow the option for governing bodies to delegate some of its powers to a regional housing authority board (instead of all or nothing); and 2) allow a regional housing authority board to be comprised with up to (5) commissioners for presentation to the Wyoming Legislature during the 2017 session. Smokey Rhea seconded and the motion passed 4-1 with Mark Newcomb opposed.

Don Frank, on behalf of the Town Council, moved to endorse and support legislation to clarify and revise Wyoming Statutes §§ 15-10-115(a), 15-10-115(b) and (c) with the goals to: 1) allow the option for governing bodies to delegate some of its powers to a regional housing authority board (instead of all or nothing); and 2) allow a regional housing authority board to be comprised with up to (5) commissioners for presentation to the Wyoming Legislature during the 2017 session. Jim Stanford seconded and the motion passed 3-1 with Bob Lenz opposed.

C. Resolution Creating Advisory Affordable Housing Supply Board.

April Norton presented, asking to consider the creation of an Advisory Affordable Housing Supply Board. This board will provide advice to the Housing Director as to how to supply affordable housing in Teton County and the Town of Jackson, but will have no powers and will serve solely in an advisory capacity.

Commissioner Vogelheim asked what type of skillsets are they looking for; Ms. Norton replied the board would be chosen based on their knowledge and expertise in supplying affordable housing, site design, building design, housing finance, construction management, preservation/conservation, communications, land acquisition/ sale, Federal/State housing programs, livable communities, and/or community benefit collaboration.

Chair Allen asked what the specific role of the board would be. Ms. Norton said the advisory board to advise the Housing Director only. Chair Allen also asked if the board would make recommendations shown on staff reports, would there be by-laws or more understanding of what the expectations as to the role the board would play. Councilor Stanford concurred with Chair Allen.

Commissioner Macker requested the reasoning as to why the board did not have to be residents of Teton County or State of Wyoming. Ms. Norton responded that with the neighboring communities in Lincoln and Sublette counties and in Teton Valley Idaho she did not want to preclude those people from being on the board.

Commissioner Rhea asked about Housing Authority Board also sit on the Housing Supply Board. Ms. Norton did not recommend that. She feels that the Housing Authority Board should be the appeals board for the housing management decisions and focus on that role.

Councilor Stanford stated that he has been resistant to complicating instead of simplifying the boards and wondered if there was enough interest in filling a third board for the Housing Department. Ms. Norton replied that she has already had 8 inquiries regarding this board.

Councilor Lenz stated that he envisions this board as only an advisory board not legislating for the commissioners and council.

Councilor Frank stated that he is fine with the board having no powers and serving solely as an advisory board.

MOTION

Paul Vogelheim, on behalf of the County Commissioners, moved to approve the Resolution creating an advisory housing supply board. The motion was seconded by Natalia Macker and passed unanimously.

Don Frank, on behalf of the Town Council, moved to approve the Resolution creating an advisory housing supply board. The motion was seconded by Bob Lenz and passed unanimously.

D. Town County Parking Scope of Work.

Tyler Sinclair presented, representing the Transportation Advisory Committee, asking for consideration of approval of the Initial Project Charter for a Town/County Parking Study and consideration of direction to solicit consultants to complete the assignments in the first project of the charter beginning in the New Year. There are four parts of the proposed Charter: (1) Residential, ParknRide and Non-Downtown Commercial Parking Study, (2) Town Downtown Core Parking Study, (3) Regional Corridor Parking Study, and (4) Communitywide Transportation Demand Management Scoping.

Commissioner Rhea commented on Part I is already in this year's budget, anything beyond that is not budgeted for. Confirmed by Tyler Sinclair.

Commissioner Newcomb asked how summer parking will be assessed given the time frame of working on this in the winter. Tyler Sinclair noted that this will be done through on the ground surveys and aero photography.

Councilor Fran asked for Mr. Sinclair's thoughts on implementing paid parking downtown more or less immediately. Mr. Sinclair replied that it needs talked about. Paid parking is certainly incentive about how people park. Councilor Frank asked about the phrase "use of public parking" that has come to question; explain the variance of these questions. Mr. Sinclair noted the top two questions are regarding the use of public parking for residential and the use of the parking garage for ParknRide.

Councilor Frank asked about the staff estimates for Project I of 500 hours of staff time and the \$50,000-\$75,000 consulting fee. Mr. Sinclair responded that staff time is in addition to the consulting fee.

Chair Allen commented that the Downtown Core Parking Study will bring forward solutions such as incentives, paid parking, resident tags. Our purpose is not to mitigate parking standards so that more people driving through town can take up those spots. We don't want to make it so residents can't park. Will we envision that type of study that would be seen by those 2 boards? Mr. Sinclair replied that similar to the transportation plan that talks about locals, commuters and visitors this study would talk about all three of these user groups in parking, trying to find balance for parking with downtown residential and commercial.

Councilor Stanford asked for clarification of Councilman Franks' inquiry about the use of the parking garage, how residential projects could be utilized or future need of structures is in the scope of what is being asked to be approved today. Mr. Sinclair responded that it is in the scope of Project I.

Chair Allen asked about the splitting of fees and presentations, would they be JIM items. Mr. Sinclair responded that at this level they would be JIM items, if they are direct funding it would be joint involvement.

MOTION

Natalia Macker, on behalf of the County Commissioners, moved to approve the Parking Study Initial Project Charter; and direct staff to solicit proposals for a consultant to complete Project 1 Residential, ParknRide and Non-Downtown Commercial Parking, for consideration at the January JIM. The motion was seconded by Mark Newcomb and passed unanimously.

Jim Stanford, on behalf of the Town Council, moved to approve the Parking Study Initial Project Charter; and direct staff to solicit proposals for a consultant to complete Project 1 Residential, ParknRide and Non-Downtown Commercial Parking, for consideration at the January JIM. The motion was seconded by Don Frank and passed unanimously.

E. Parks and Recreation Comprehensive Plan Funding.

Steve Ashworth presented, to seek approval of initiating a request for proposal for professional services to complete a department wide comprehensive plan, and authorize the use of funds for the project from the TCJPR department reserve fund.

Chair Allen inquired about the exaction fees being based on value of the land. Mr. Ashworth responded that the formulas on how the fees are valued have not kept up with changes.

Commissioner Vogelheim inquired about the amount being requested. Mr. Ashworth clarified the amount is not to exceed \$65,000. Commissioner Vogelheim then asked how the CIP interfaced with the requested study. Mr. Ashworth responded that the comprehensive plan speaks about the future and how the department grows. The CIP is based on taking care of the current assets and facilities.

Councilor Frank asked if this study would be done internally. Mr. Ashworth replied they would put an RFP out and done by an outside source. Councilor Frank asked about the new maintenance

offices and housing proposed costs. Mr. Ashworth replied that it was budgeted at \$5.3 million, a large portion of that went towards housing, approximately 60%.

Councilor Stanford noted that Rec Center improvements were scaled back from an approximately \$30 million project to \$8 million done in steps.

Chair Allen inquired if the consultant would provide an analysis and recommendation on existing policies, procedures and management systems would be separate from Teton County policy and procedures. Mr. Ashworth responded that it would be internal for products provided to the community.

Paul Vogelheim, on behalf of the County Commissioners, moved to continue the Parks and Recreation Comprehensive Plan to the December JIM. Natalia Macker seconded and the motion passed unanimously.

Jim Stanford, on behalf of the Town Council, moved to continue the Parks and Recreation Comprehensive Plan to the December JIM. Don Frank seconded and the motion passed unanimously.

F. Update on Bike Share Vendor for Capital Equipment.

Darren Brugmann presented an update on the Bikeshare program implementation: including RFP process for Bikeshare equipment and selection of BCycle as vendor.

Commissioner Macker inquired about the number of bikes compared to number of stations. Brian Schilling, Pathways Coordinator explained that there should be more stations so there are more places to park bikes around the valley.

Commissioner Vogelheim asked about the negotiations and Mr. Brugmann informed that negotiations were complete but no contract had been signed yet.

Councilor Stanford inquired about the GPS function on the bikes and if they could be left off to decrease costs. Mr. Schilling responded that the GPS was an integral part of the bikes in regards to knowing where the locations of the bicycles.

Matters from Council, Commission, or Staff.

Discussion was had with regard to the December meeting, set for December 5, 2016. The January meeting was also discussed and set for January 9, 2017.

Set Agenda for the Next Joint Information Meeting – December 5, 2016

Discussion was had with regard to putting SPET Election on the agenda.

Adjourn.

On behalf of the County, Natalia Macker moved to adjourn, Mark Newcomb seconded and the motion carried unanimously.

On behalf of the Town, Bob Lenz moved to have the Town Council adjourn to executive session to consider matters concerning litigation to which the governing body is a party or proposed litigation to which the governing body may be a party in accordance with Wyoming Statute 16-4-405(a)(iii) and the selection of a site or the purchase of real estate when the publicity regarding the

consideration would cause a likelihood of an increase in price in accordance with Wyoming Statute 16-4-405(a)(vii). The Executive Session will be held at Town Hall at 5:40pm, Don Frank seconded and the motion carried unanimously.

The meeting adjourned at 5:04 pm.

TETON COUNTY

Barbara Allen, Chair

ATTEST:

Sherry L. Daigle, County Clerk