

Western Greater Yellowstone Consortium Monthly Phone Conference
(866) 740-1260, access code 1587264#
April 23, 2013, 1:00-3:00 p.m.

Present: Bill, Angie, Patty, Brent McFadden, Tom, Greg, Doug, Wendy, Jan, Heather, Shawn, Alex

Objectives

The objectives for the April meeting include:

- HUD update – Tom Cluff
 - Match commitments (in-kind hours reporting): Heather to send out reporting template
 - RPSD and Project Administration
 - Report on contract status – Tom Cluff
 - Sustainability Indicators: contract signed. Project start date: May 2nd launch at summit
 - Regional Recycling System: contract pending HUD requested clarifications
 - Sustainability Indicators project launch – Jan Brown
 - Website update – Wendy Green Lowe
 - Contract finalized?
 - Report on Teton WY/Jackson GY-Framework audit – Shawn Hill, Alex Norton
 - Model Code priorities and Teton ID update – Angie Rutherford, Bill Knight, Doug Self
 - Alta Planning Study and Recommendation for Victor, ID Main St and Center St intersection –Bill Knight
 - E-Center housing study: complete?
 - Other grant element updates as relevant
 - Agenda and logistics for year-end summit – all
 - 10:00-4:00, May 2nd at the Wildwood Room in Victor
 - HUD Regional Administrators in attendance
 - Promotion and outreach
 - Next meeting: year-end summit, May 2nd
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- HUD update – Tom Cluff
 - Match commitments (in-kind hours reporting): Heather to send out reporting template. Hourly rate plus fringe. HUD has potentially different guidance on volunteer hours and how to calculate. Grant program as a whole and also our interaction with HUD and how that's working with us. Ben talking with Rexuurg city abd envision Utah, they are helping sort out some possible options for making the changes we talked about a couple months ago work. Were supposed to have recommendations as far as budget for some of those items we talked babut for today but haven'ts een them yet. Still waiting to resolve those final issues pending. Continue operating under the crreuntly approvad butdget and programs. Changes are hammering out what that really means and how much HUD will buy off on.
 - RPSD and Project Administration: pending.
 - Report on contract status – Tom Cluff
 - Sustainability Indicators: contract signed. Project start date: May 2nd launch at summit
 - Regional Recycling System: contract pending HUD requested clarifications. LBA contract should be signed next Monday. It looks like it's all OK.
 - Adjustment to Linx contract in process.
 - Website update contract in process.
 - Sustainability Indicators project launch – Jan Brown. Very productive 2 hour teleconference with adviroy team who had put together original RFP. Brenglde group held 2 hour webinar to outline what they'er hoping to do with scope of work. What they are trying to do is come in to summit far better

prepared than they would otherwise so asking for cooperating from consortium. Also reached out to BLM and FS to encourage their participating in this meeting, get engaged in indicator. Following the meeting will stay for dinner and drinks to set up working relationship for balance of project. Jan will send out webinar materials and notes from session for consortium to review.

- Website update – Wendy Green Lowe
 - Contract finalized? Tom and Wendy met with Nelson, he has admin password and working in site now to make it more consistent with way we are approaching work. Anticipate he will want to get in touch with us directly. Anticipate having that done by the summit, get deeper into making changes once we are all comfortable with that. Not anticipating making it part of the summit. Tom looking through website and sees rapid progress on getting us a website we can actually use. Wendy: 2 pieces confusing: can't figure out where comments or questions are going, who is getting any information from the website, it's not live right now. Not deleting anything, just making it more accessible and conceptually coherent than what it is right now. Tom will talk with Jan soon about trails/multi-modal stuff and what needs to stay and where it should go.
 - Jan: can we keep the original videos from the kickoff that Jan and Stephen did the overview? That was a good summary of the project. Wendy asked if the presentations were available. Jan can send hers and Tom will look for what Stephen presented.
- Report on Teton WY/Jackson GY-Framework audit – Shawn Hill, Alex Norton: Lee was in town last week, gave a presentation of diagnosis to our elected officials, commissioners, general public. Mostly received as what it was—a third party review/analysis. Questions about GYF and how that all might play out but generally people interested in Lee's opinions and experience with what other places have done. Question for you is:
 - Heather: make sure Teton WY and Teton ID aligning with each other.
 - Updating structure of document, working with Lee on that. Content wise, working on their own pieces there. Not sure other than providing updates as we go. If you're interested go to jacksontetonplan.com, link to all of our long range planning info, link to LDR update efforts, any info we compiled
 - At this point nothing needed from consortium. Alex will send out diagnosis (which is what consortium had funded); that piece is complete. Will have conversation about the Framework and how it relates to that.
 - Shawn: primer on those observations: most glaring was that Teton Co scored higher than Jackson, which was interesting. Begs the question of whether the Framework can be adjusted to address unexpected issues that came out of diagnosis. Possible way to deal with is to let counties and cities submit for certification together, because when you think about it, just having them work together helps achieve a lot of the broader goals of the GYF. Also thing is that counties just are inherently better at providing access to recreation, preserving farmland, where cities are better at more dense development patterns.
- Model Code priorities and Teton ID update – Angie Rutherford, Bill Knight, Doug Self
 - Bill: everybody knows that Mr. Loosli has been engaged by the county subject to satisfactory negotiations with the fee structure, presumably 20 hours a week or less. He advanced an hourly figure which was approved. Lee was here and met with some of the county planning commissioners and county commissioners, were some folks in the audience, prob 10-15 people representing the public. Conversation was mainly about how to go forward with comp plan at the county level rather than Lee's specific role in it.
 - Angie: agreement that Lee will work on cities and areas of impact until the county gets their issues ironed out. Don't want to spend resources where they aren't wanted. They indicated that they do want to go forward with him in some capacity. Clearly main focus is and has been with cities. Didn't have time to meet beyond a 10-15 minute chat. Contract now in place, and sometime this summer will get audit with recommendations for correction/modification to allow what we're going to do moving forward. Don't think we should avoid "form based code"

jargon but it's to be used with caution. Just went through P2 with intersection design; one of the worst things we can do is presume an outcome. Character of form based, who knows if mandatory or parallel or what. Bill will commence outreach process in Victor, put together streamlined graphics and start pulling key stakeholders together. Intersection design \$1.4M will go a long way to establish pedestrian scape. Brought out about 1-2% of our population which by our standards is pretty good. If you want to know what form based code is, go to Wikipedia. Simple and easy to understand, also a more in-depth document further down extremely well done. All turned out fine, did some in-house in reaction to what ITD presented which is a rural roadway design. Alta critiqued and gave us input, especially with bicycle lane design. Have to use reverse angle parking. Parallel consumes 100% more parking than angled. Appreciate the assistance from them and the group.

- Political dynamics: newspapers picked up on background and dynamics, so spirited reading. Angie: in a wait and see mode, as far as what her role is moving forward. Bill: made a request on behalf of mayor of Victor that Angie continue to be county's rep to consortium on basis of her having a degree of confidence with members. The commissioners do not feel that Angie represents them, and they want someone who represents their views in consortium so they are talking about making Stephen the consortium rep. Tasks assigned in scope of work will be largely amending comp plan and working on code development and rewriting code, so therefore he would be logical representative. Jan: logical thing would be to have both participate as they get two votes. Angie: forgive my frankness but not much of this is logical.
 - Heather: to what extent does consortium have power to make decisions or opinion on
 - Angie: believe it is up to the jurisdictions to appoint their reps to the consortium. Jan: I agree, that's why I believe the compromise would be the length of service, trainings in DC, etc, should be emphasized to jurisdiction that if they demand Stephen Loosli that we recommend to them that Angie stay on as the second representative.
 - Wendy checked operating protocol:
 - Angie: doubtful that commissioners would pay both of them to come to meetings. It could happen, she will ask.
 - Bill: keep being asked by city staff and others to respond regarding consortium's payment for masters degree, and how does this square with his leaving the role in the consortium? Can't be confidential, needs to bear scrutiny. How much was paid, and is there any obligation for return of that? Tom: \$15K paid. Wasn't any discussion or any conditions put on that training award when Stephen received it. HUD hasn't given him a final determination about what that means. County's position is that we were given direction from HUD at the time Stephen was here is that it was just like any other training with capacity building, if that person changes jobs, that happens. Unless you specify ahead of time that they have to pay it back, then you've spent that money and it goes away. HUD is concerned about the fact that Stephen left in the middle of the training, but the program we paid for was an upfront payment. We're still going back and forth; county also has a problem with HUD saying at one point in time, no you're good it's all done, then coming back later and saying we have a concern about that. This doesn't have to do with Stephen or training but with when HUD gives us guidance can we rely on that? As far as training itself, treating it like any other capacity building training we send people to.
 - Jan: if there is anything that we aren't clear about or we feel hasn't been upfront or clear, the fact that we'll have Mary McBride at this event gives us an opportunity to have a listening ear. Will be very effective. She helped inspire us to apply for this grant, takes personal pride in our getting this grant. She is very well aware of the seeds of this original proposal and helped us in getting it. Don't know background with HUD but think she will have a listening ear if there are problems.
 - Stephen's effective start date is today. Don't know if he will show up on May 2nd.
- Alta Planning Study and Recommendation for Victor, ID Main St and Center St intersection –Bill Knight

- E-Center housing study: complete? Finished their work, Tom is going through and reviewing. Needs to get in touch with Alex and what they want to do with the rest of the housing portion of the grant. Has ideas, looking for help and guidance from Alex because he's done a lot of really useful work on policy end of it. Pleased with work E-Center has done, not 100% confident...we know there's work we wanted done that they weren't able to do, not sure how to integrate these parts with the work E-center did. Wants to finalize RFP and budget within the next month and how we want to move forward on this. Tom and Alex will follow up and finalize details.
- Other grant element updates as relevant
 - Angie broadband meeting May 1 from 2-4 in Rexburg city hall if anyone is interested in the update. They are going to review the initial findings of the study. Angie is trying to make this meeting. Tom is trying but has a conflict so sending Greg Newkirk.
- Agenda and logistics for year-end summit – all
 - 10:00-4:00, May 2nd at the Wildwood Room in Victor
 - HUD Regional Administrators in attendance
 - Promotion and outreach
 - Comments on agenda: Jan doesn't think there is enough listening session time. Hates to cut our administrators off time wise. Wendy wants to know what we want to ask of participants, how to survey those in attendance and work backwards. If we have survey questions we can apply and polling exercise we talked about earlier, could still get the data by asking people to go to a link and do things later if we want to maximize the time with our administrators.
 - Tom: quick comment on listening sessions: admins talking about informal Q&A, opp for us to tell them anything we want to. Rick Garcia has to leave by 11am, had a conflict in DC come up. Not an abundance of time before to extend that session. 2nd listening session at end is a follow up to the first one, catch all. They indicated they would only need 30 minutes. If we want to give them more we can but they don't have a solid plan/program for the listening session—it's very informal.
 - Bill 15 minutes for model code: will have to fake it, not having advanced to the first step of this thing. Not sure that talking about code writing is the purpose. Presumes an outcome. Tom: how about a report of listening sessions Lee has already done, what will happen next, how we'll incorporate what Lee learned from listening sessions. This portion of our grant is significant enough we at least need to give a progress report on this, and let folks know what is happening this summer and opps to get involved. Jan: also want a brief overview of Victor intersection through multi-modal.
 - Tom: I'm planning on being as involved with indicators work as possible. Will stay for dinner discussion.
 - Jan: made a presentation last week about Linx connecting Jackson to Yellowstone, has gone nationwide and getting a lot of interest with this year's pilot program. Park of my progress report explaining third year of pilot and maximizing learning/data collection through pilot. Much more involving Teaton WY than in the past. As well as connections over the hill.
 - Publicizing event: do we have any other promotions besides the invite?
 - Bill Boney catering the lunch. We'll have soft drinks, water coffee station for the duration, buffet lunch with mixed green salads, cut veggies, tortellini with Italian sausage. Cookies later in afternoon. Not inexpensive. We are hoping people pre-register so we order appropriate amount of food. Right now have 16 registrants. Consortium members need to register too. Free parking. Wendy will send emails to people registered, anything we need to communicate in advance she can send out.
 - Angie: a lot of people can't commit to whole day. I've been encouraging them to drop by anyway. Can we publicize agenda so people could be strategic about people coming for part of the summit? Wendy: that's fine just need to know if they are there for lunch.

- Display ads in Teton Valley news ¼ page on Thursday. Valley Citizen on Wednesday 1/4 page ad this week. Rexburg standard journal (daily paper), ¼ page ad on Saturday. Jackson H New and Guide: daily, 3 issue min. ¼ page ad on Friday, Sat and Monday.
- Press release going out to 8 media outlets including public radio station on Jackson and Rexburg, two TV outlets, newspapers where we are running ads.
- Jan: have we looked at Facebook ads? Lots of people that will only look at Facebook don't read paper, etc. Jan and Wendy will work together on doing a few ads and estimate on what we should spend on that. Jan: basically decide how much money we want to pay, put a limit and they won't go over it.
- Wendy: question for Alex about TV channels in Jackson. What channels do you watch? Idaho and Casper. Don't have a TV but think the ID stations cover it pretty well.
- What about elected officials? Do we have emails for their offices? Need it to go out to all jurisdictions. All consortium members need to pass it along to elected officials. Also send along final agenda. Angie suggested all jurisdictions to post agenda online as well.
- Please register using the event invite invitation.
- Wendy: coordinated this morning with HUD people on outreach and he seemed to think we are doing way more than most people.
- Next meeting: year-end summit, May 2nd