

Jackson Town Council Workshop

May 18, 2020

3:00 PM

Town Council Chambers

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. WEBEX LINK FOR PUBLIC PARTICIPATION

Meeting ID: **968 157 875** Password: **toj** To join, click on the link or copy it to your browser:

<https://townofjacksonwy.webex.com/townofjacksonwy/onstage/g.php?MTID=e22f7fd79497e4b7e0cdbfec8b011c572>

If the link does not work, join through [webex.com](https://www.webex.com) with the meeting ID and password provided above.

II. CALL TO ORDER AND ROLL CALL

III. WORKSHOP ITEMS

- A. Re-opening Downtown and all Town Businesses and Parking Discussion (Tyler Sinclair, 1 Hour)

IV. PROPOSED ITEMS FOR FUTURE WORKSHOPS

- 6/15 Draft Release of the Capacity Study
- 6/15 Legal Review of JMC Title 5
- 6/15 Communication and Governance
- 7/20 Updates to Rate and Capacity Study, Identify Ordinance Changes
- 7/20 Legal Review of JMC Title
- 8/17 Review Proposed Ordinance Changes related to Rate and Capacity Study
- Future* Special Event Requirements (Non-Alcoholic options and Sustainability Efforts)
- Future* One Percent for Art
- Future* St. John's Hospital Memorandum of Understanding

V. ADJOURN

Don't forget to participate in the census. Go to [My2020Census.gov](https://my2020census.gov) today!

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



TOWN COUNCIL

WORKSHOP AGENDA DOCUMENTATION

PREPARATION DATE: May 14, 2020
MEETING DATE: May 18, 2020

SUBMITTING DEPARTMENT: Community Development
DEPARTMENT DIRECTOR: Tyler Sinclair
PRESENTER: Tyler Sinclair

SUBJECT: C20-001: Re-opening Downtown and all Town Businesses

PURPOSE OF WORKSHOP ITEM

The purpose of this item is to gauge Council interest and ideas on ways that the Town may be able to assist in the re-opening of downtown and other Town businesses in the next phase of response to the COVID-19 pandemic.

DESIRED OUTCOME

The desired outcome is for the Council to indicate their level of interest and support in the form of staffing allocation and possibly funding to support re-opening of Town businesses and potential relaxing of regulations regarding the public right-of-way.

BACKGROUND/ALTERNATIVES

The World Health Organization declared the outbreak of COVID-19 as a worldwide pandemic as of March 11, 2020. Since that time, the Town has been under multiple State and Local Health Orders and Recommendations resulting in the closing or reduced operations of many Town businesses with the goal of limiting the spread of the COVID-19 virus. Recently many of the Orders and Restrictions limiting business operations have been lifted or modified to allow businesses to re-open coinciding with the spring/summer tourist season in the community. The Jackson Hole Chamber of Commerce has been hosting a series of meetings to coordinate and facilitate re-opening of local businesses. As a result, Town Council directed staff to place this item on an agenda to have staff and Council hear from the business community about what the Town could possibly do to support the re-opening effort with the goal to include but not be limited to:

- Providing a safe, clean and inviting atmosphere addressing social distancing guidelines of maintaining 6 feet between individuals in our downtown and throughout town
- Support our local economy through our critical Summer season

Many ideas have been suggested and many questions have been posed by local businesses and staff involved in this effort grouped by topic as follows:

- Sidewalks and Circulation to enhance social distancing
 - How do we maintain safe and spacious sidewalks respecting social distancing?
 - What are other communities doing?
 - How do we maintain ADA access, fire/emergency access?
 - Could we use temporary/flexible trial measures to address these issues?
 - How can we address spacing on sidewalks, could we expand pedestrian spaces into streets?

- o One way on sidewalks?
- Closure and/or partial closure of streets to allow more space for social distancing for:
 - o Pedestrian circulation
 - o Restaurant seating; how to deal with liquor
 - o Display of retail merchandise outside
 - o Office desks for real estate agents, other service businesses
 - o Temporary, intermittent street closures, partial day
 - o Events
- Visitor Communication
 - o What and how do we communicate to visitors about how to act in Jackson Hole? Visitor expectations and protocol
 - o Is there signage at every corner? Throughout Town?
 - o Coordination with Travel and Tourism Board, Chamber, Visitor Center, Airport, etc.
- What is the timing?
 - o Need to get going now
 - o Could ideas and projects be implemented in the next 30-45 days?
 - o Consider ideas and projects temporary, an opportunity to try new things, be innovative
- Use of Parks and Other Areas
 - o Need to spread people out, all activity should not be concentrated around Town Square. Could utilize Parks and parking lots or areas like the Jackson Elementary School lawn, or Centre of the Arts lawns and parking areas
 - o Ideas such as Food Truck Night at Snow King, retail tents in Miller Park, expanded Farmers and Peoples Market into additional areas and possibly days, etc.
 - o Could we replace the many summer events and fairs with local businesses?
- Other Areas
 - o Town Square – might not make logistical sense for some businesses to do something in or around the Square, but at this point we aren't limiting ourselves in coming up with ideas.

Staff from a broad cross section of departments have met once on this topic and brainstormed initial thoughts and considerations as follows:

- How would the Town review and approve ideas and projects?
 - o Utilize Special Event application and review procedures
 - o Funnel ideas and projects through the Chamber, then to the Town
- Consider relaxation of Town regulations
 - o Sign Regulations to allow sandwich board signs, banners, etc.
 - o Private parking requirements, use parking spaces for other uses, retail, restaurant, etc.
 - o Allow sale of merchandise and restaurant seating in the public right-of-way
 - o How will temporary structures (tents) in public right-of-way be and/or on private property be handled?
- Street and Sidewalk Closures
 - o Facilitate street and sidewalk closures
 - o Much easier for Public Works to close a whole street rather than a partial closure
 - o Using temporary measures (planters, moveable barricades)
 - o Must accommodate Fire/EMS access and egress; maintain routes to St. John's Hospital
- Cleanliness
 - o Public restrooms status quo w/ expected reduced demand. Balance between keeping things clean and keeping the bathrooms open for use.
 - o Hand sanitizer stations/washing stations located throughout Town

- o Increased Street Cleaning
- o Trash removal
- Parking
 - o What does the business community want? What will the demand be this summer? Prioritizing customers, not cars.
 - o Do we want to move forward with implementation of initial parking strategies including moving to 2-hour parking and changes to Home Ranch;
 - NOTE: Given the need to prioritize staff's time this summer to help develop and manage a business reopening plan due to the pandemic, planning staff recommends that the Town postpone implementation of most of the downtown 'short-term' parking changes. In particular, we recommend not changing the 3-hr downtown parking to 2-hr parking and not converting the Home Ranch lot to 3-hr parking. The business community and locals have enough change to manage without adding these parking changes. We can reconsider the parking changes next summer.
 - o What about parking enforcement this summer?
- Other considerations
 - o Allow individuals or preferably groups of businesses to propose ideas once possibilities are firmer and agreement has been reached, possibly by block or geographic area
 - o How can we allow flexibility, to support the resiliency of our economy and local businesses in a legal and coordinated manner?
 - o Equity issues – not just a downtown/Town Square question. Other businesses in other parts of Town (ie. Mid-Town) may want to be part of this. Need to think town-wide.
 - o Need to identify baseline restrictions such as Fire/EMS access, any legal questions/concerns and potential liquor licensing.
 - o Reassign staff to be downtown ambassadors
 - o Town should not try to do more than staff can handle
- Is this an opportunity to try/expand creative place making ideas as previously inspired by Public Art; what role could public art and innovation play?
- Is the Town supportive of dedicating Town staff time and possibly funding to support this effort?
 - o Should the Town set aside a fund to be utilized by staff to support ideas and projects; \$5,000?

As stated above, the hope is for the Town not to lead this effort but to be supportive of ideas and projects coming from the local business community. Staff anticipates feedback from the business community prior to and at the workshop to help inform this effort and discussion.

At the workshop Council will be asked to share their thoughts and perspective on the above ideas and give feedback on what the appropriate level of support might be from the Town.

STAKEHOLDER ANALYSIS

Stakeholders involved in this issue include all Town residents, the business community and visitors.

FISCAL IMPACT

There is no funding identified for this effort at this time. Council should discuss what level of funding may be needed to support this effort moving forward to support the local economy and Town revenues.

STAFF IMPACT

Staff and Council will need to discuss impacts on existing staff and possibly re-assignment of staff to support this effort

LEGAL REVIEW

On-going. There will be significant legal considerations to take into consideration as the specifics of this effort are defined.

ATTACHMENTS

None

RECOMMENDATION

Staff recommends the Council listen and consider public comment, discuss and provide staff direction on how best to proceed.

SUGGESTED MOTION

I move to direct staff to support the re-opening Downtown and all Town Businesses effort as follows:

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