

Vail Town Council Special Meeting Minutes  
Tuesday, March 24, 2020  
2:30 P.M.

Due to the Town's Disaster Declaration of March 17, 2020 related to the COVID-19 virus, the meeting was held with virtual access provided through Zoom.

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The special meeting of the Vail Town Council was called to order at approximately 2:30 P.M. by Mayor Chapin.

Members present:	Dave Chapin, Mayor Kim Langmaid, Mayor Pro Tem Jenn Bruno Travis Coggin Jen Mason Brian Stockmar
Members absent:	Kevin Foley *technical difficulties
Staff members present:	Scott Robson, Town Manager Matt Mire, Town Attorney Tammy Nagel, Town Clerk

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**1. Call to Order by the Mayor**

**2. Presentations / Discussion**

**2.1. Town of Vail COVID-19 Operational Updates**

Presenter(s): Scott Robson, Town Manager

Robson spoke to council concerning the beginning steps the organization had taken since the COVID-19 outbreak. He stated 95% of administrative staff were working remotely. Essential employees were working on site with social distancing in place and regular cleaning. Building inspections were continuing and other board and commission meetings were being held virtually.

**2.2. Emergency Service Updates**

Presenter(s): Dwight Henninger, Chief of Police and Mark Novak, Fire chief

Chief Henninger reported the focus in the police department were on the employee health and the policy changes regarding arrests and responding to dispatch calls. He stated there have been fewer 911 calls coming in than normal. Fire Chief Novak stated staffing levels had been maintained despite some sickness. He was developing contingency plans with neighboring fire districts as needed. Response protocols had been modified with the goal to protect personnel and preserve PPE.

**2.3. Communication Update**

Presenter(s): Scott Robson, Town Manager and Suzanne Silverthorn, Communication Director

Robson stated agencies and organizations across the county had joined together to emphasize messages about social distancing and staying home. Robson thanked Mayor Chapin for sharing his personal story about his recovery from the virus. Questions related to the town's response to COVID-19 had been added to the town's community survey. The link to participate could be found on our webpage or [www.vailcommunitysurvey.org/open](http://www.vailcommunitysurvey.org/open). Information on food banks, assistance for seniors and other resources were also available on the town's website.

#### **2.4. Town of Vail Employee and Vacancy Updates**

Miller, Human Resources Director, provided an update on the town's pay plan policies for employees that would provide base pay through mid-April. The Town was following the Family First Act and that guidelines had been established for at-risk employees which included employees who no longer had childcare. A critical analysis regarding the town's current vacancies would be happening to determine if and possibly when the town would fill those positions.

#### **2.5. 2020 Budget, Financial Planning and Community Support Updates**

Presenter(s): Kathleen Halloran, Finance Director

Halloran provided an overview of 2020 budget impacts in advance of the second reading of the supplemental budget that was scheduled to be heard during the April 4<sup>th</sup> meeting. Halloran stated sales tax would be greatly reduced for most of March, April and May. Staff would prepare for a "significant" or "major" impact scenario such as a 10 to 20% reductions in their department's budgets. This included deferring capital projects, use of fund balance and planning for additional marketing to boost visitation when appropriate.

Council noted the town collected 4% in sales taxes and he suggested getting a breakdown on how the different sectors were doing as soon as the information was available. They were also interested in understanding how some of the town's capital projects could help the local workforce and offer competitive pricing.

Robson stated the town had been receiving numerous requests from non-profits groups seeking financial help. Eagle County Commissioners had approved a \$1.1M package that would go towards community support initiatives. Robson asked if council had an interest to do something similar for Vail.

Council was supportive of the suggestion with the focus on essential services, such as health, shelter and food. By a show of hands council directed the Town Manager to prepare a resolution enacting a \$500K community relief fund and application process to be adopted at next Tuesday's special virtual meeting. Robson stated staff would work on funding criteria for the community relief effort.

Susie Davis, representing the Eagle Valley Partnership and Community Market, reported to council since COVID-19 her group had been working to feed the underserved community. She stated the immediate need for resources had grown significantly. Community Market had been putting together a plan to scale-up and serve up to 4,200 customers a week, up from pre-COVID-19 numbers of 1,100 people each week. Outpouring of support from restaurants had

been tremendous. Community Market were looking to raise \$945K to scale up services to meet community needs in Eagle County.

Council asked Davis what community members could do to support her organization. Davis stated there was a great need for medical face masks and a virtual training online on how to make them. Citizens could clean out kitchen pantries and donate those items that are not open or expired; volunteer to deliver food curbside to at risk neighbors; and donate money.

Council thanked Davis for her organization's support to Vail Valley families.

Robson stated there was a \$300K request from Middle Creek to return their security deposit to help reduce rents there. The Vail Local Housing Authority was supportive of the request since they thought about half of the \$225K monthly rental income would be lost due to COVID-19 employee layoffs.

Council requested staff provide more information concerning the request and what other communities are offering at the next meeting.

## **2.6. Summer/Fall 2020 Event Planning Update**

Presenter(s): Scott Robson, Town Manager and Mia Vlaar, Economic Development Director

Vlaar reported staff and event promoters were working together to find other dates available to hold their events in fall if possible. Some events had to cancel such as Powabunga due to the unknown of the performer's schedules.

Robson stated if the public health crisis began to clear by summer, special events would be a critical element of Vail's economic recovery.

## **2.7. Future Special Meeting Schedule**

Presenter(s): Dave Chapin, Mayor

Chapin stated Town Council would have another Special Town Council meeting next week.

There being no further business to come before the council, Bruno moved to adjourn the meeting; Coggin seconded the motion which passed (6-0) and the meeting adjourned at 5:15 p.m.

Respectfully Submitted,

Attest:

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Dave Chapin, Mayor

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Tammy Nagel, Town Clerk