



**TOWN OF
BRECKENRIDGE**

Town Council Special Meeting
Tuesday, May 5, 2020, 3:00 PM
VIRTUAL Council Chambers

This meeting will be broadcast live, but the public will NOT be permitted to attend the meeting in person due to COVID-19 concerns. If you are interested, please monitor the meeting by joining the live broadcast available online. Log-in information is available in the calendar section of our website: www.townofbreckenridge.com.

Questions and comments can be submitted prior to the meeting to Mayor@townofbreckenridge.com or during the meeting using the Q&A feature in the Online Webinar.

I. CALL TO ORDER, ROLL CALL

II. APPROVAL OF AGENDA

III. NEW BUSINESS

- A. COUNCIL BILL NO. 16, SERIES 2020 - AN EMERGENCY ORDINANCE
REQUIRING FACE COVERINGS DURING THE CORONAVIRUS (COVID-19)
PUBLIC HEALTH EMERGENCY
- B. PROCLAMATION IN SUPPORT OF MENTAL HEALTH AWARENESS MONTH

IV. DISCUSSION ITEMS

- A. Small Business Grant Update and Recommendations
- B. FIRC Rental Assistance Update
- C. Breckenridge Recovery Committee Update
- D. Town Hall Re-Opening Plans
- E. Update on March Tax Returns
- F. Future Budget Reduction Planning Process/ Discussion

V. OTHER MATTERS

VI. ADJOURNMENT

1 ***FOR ADOPTION AS EMERGENCY ORDINANCE – MAY 12***

2
3 COUNCIL BILL NO. ____

4
5 Series 2020

6
7 AN EMERGENCY ORDINANCE REQUIRING FACE COVERINGS DURING
8 THE CORONAVIRUS (COVID-19) PUBLIC HEALTH EMERGENCY
9

10 WHEREAS, by Ordinance No. 13, Series 2020, the Town Council declared that a public
11 health emergency relating to the coronavirus (COVID-19) exists within the Town (the “public
12 health emergency”); and
13

14 WHEREAS, in Ordinance No. 13, Series 2020, the public health emergency shall remain
15 in effect until the Mayor declares that the emergency has passed; and
16

17 WHEREAS, the Mayor has not declared that the public health emergency has passed, and
18 the Town Council’s declaration of the public health emergency is therefore still in full force and
19 effect; and
20

21 WHEREAS, the Town Council reaffirms that protecting public health is the Council’s
22 top priority; and
23

24 WHEREAS, the Town Council is empowered by Section 31-15-401(1)(b), C.R.S., to do
25 all acts and make all regulations which may be necessary or expedient for the promotion of
26 health or the suppression of disease; and
27

28 WHEREAS, the Governor of the State of Colorado, the Colorado Department of Public
29 Health and Environment, the Summit County Public Health Director have all acknowledged that
30 the wearing of face coverings in public settings is beneficial and helps to prevent the spread of
31 COVID-19; and
32

33 WHEREAS, this ordinance is adopted to attempt to limit the health impacts of COVID-
34 19 within the Town of Breckenridge by establishing requirements for the public to utilize face
35 coverings when inside places of business within the Town that are open to the public, or when
36 members of the public are unable to maintain safe social distancing (six or more feet separation)
37 from others not of their own household, and to thereby slow the spread of COVID-19 within the
38 Town, all as more fully set forth in this ordinance; and
39

40 WHEREAS, the Town Council finds and determines that the adoption of this ordinance is
41 necessary for the promotion of health and the suppression of disease; and
42

43 WHEREAS, the Town Council further finds and determines that the adoption of this
44 ordinance is proper under Section 31-15-401(1)(b), C.R.S., and other applicable law.
45

1 NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF
2 BRECKENRIDGE, COLORADO:

3
4 Section 1. Definitions. As used in this ordinance “face covering” means a uniform piece
5 of material that securely covers a person’s nose and mouth and remains affixed in place without
6 the use of one’s hands.

7
8 Section 2. Face Covering Required. Every person shall wear a face covering:

- 9
10 A. When entering and while inside of a place of business open to the public; and
11 B. In such other public indoor or outdoor places where such person is unable to maintain
12 safe social distancing (six or more feet separation) from others not of the person’s
13 own household.

14 Section 3. Exceptions. Nothing in this ordinance shall be interpreted or construed to
15 require the wearing of face coverings by the following persons:

- 16
17 A. Persons under the age of two (2) years; and
18 B. Persons for whom a face covering would cause impairment due to an existing health
19 condition.
20 C. Persons working in a professional office who do not have any face-to-face
21 interactions with the public.

22 Section 4. General Information For All Persons. Pursuant to federal Centers for Disease
23 Control guidance, the public is strongly encouraged to wear cloth face coverings that:

- 24
25 A. Fit snugly but comfortably against the side of the face;
26 B. Are secured with ties or ear loops;
27 C. Include multiple layers of fabric;
28 D. Allow for breathing without restriction; and
29 E. Are able to be laundered and machine dried without damage or change to shape.

30 Section 5. Violations; Penalties.

- 31
32 A. It is an infraction as defined in Section 1-3-2 of the Breckenridge Town Code for any
33 person to violate any of the provisions of this ordinance. Each such person shall be
34 liable for a separate offense for each and every day during any portion of which any
35 violation of any of the provisions of this ordinance is committed, continued, or
36 permitted, and shall be punished accordingly.

1 B. Any person found to have violated any provision of this ordinance, or against whom a
2 default judgment has been entered for any violation of this ordinance shall be
3 punished by a fine as follows:
4

Offense No.	Fine Amount
First Offense	\$ 50.00
Second Offense	\$250.00
Third Offense and Each Subsequent Offense	\$500.00

5
6 Section 6. Findings. The Town Council hereby finds, determines and declares that this
7 ordinance:
8

9 A. Is necessary and proper to provide for the safety, preserve the health, promote the
10 prosperity, and improve the order, comfort and convenience of the Town of
11 Breckenridge and the inhabitants thereof.

12 B. Is necessary for the promotion of health and the suppression of disease

13 Section 7. Direction to Enforce Ordinance. The Police Chief of the Town of
14 Breckenridge, and all officers of the Town’s Police Department, are authorized to enforce this
15 ordinance until the Mayor has declared that the public health emergency as defined above has
16 passed. Nothing in this Section 7 shall prevent the Police Chief or any officer of the Town’s
17 Police Department from testifying in court with respect to an alleged violation of this ordinance
18 that occurred prior to the Mayor’s declaration that the public health emergency in the Town has
19 passed.
20

21 Section 8. Authority. The Town Council hereby finds, determines and declares that it has
22 the power to adopt this ordinance pursuant to the provisions of Section 31-15-401(1)(b) C.R.S.,
23 and the powers possessed by home rule municipalities in Colorado, including, but not limited to,
24 Section 15.7 of the Breckenridge Town Charter entitled “Emergency Powers.”
25

26 Section 9. Emergency Declaration. The Town Council of the Town of Breckenridge
27 hereby finds, determines and declares that an emergency exists and that this ordinance is
28 necessary for the immediate preservation of public property, health, welfare, peace or safety for
29 the reasons enumerated in the introductory paragraphs of this ordinance, which are incorporated
30 into this Section 9 by reference. The Town Council further determines that the adoption of this
31 ordinance as an emergency ordinance is in the best interest of the citizens of the Town of
32 Breckenridge.
33

34 Section 10. Effective Date. Pursuant to Section 5.11 of the Breckenridge Town Charter
35 this ordinance shall take effect and be in full force upon adoption of this ordinance by the
36 affirmative votes of at least five (5) members of the Town Council.
37

1 Section 11. Repeal. This ordinance shall be automatically repealed at such time as the
2 Mayor of the Town of Breckenridge declares that the COVID-10 public health emergency within
3 the Town has passed.
4

5 Section 12. Publication of Ordinance. This ordinance shall be published in full within ten
6 (10) days after adoption, or as soon thereafter as possible, as required by Section 5.11 of the
7 Breckenridge Town Charter.
8

9 ADOPTED AND APPROVED as an Emergency Ordinance this ____ day of _____,
10 2020.
11

12 TOWN OF BRECKENRIDGE, a Colorado
13 municipal corporation
14

15
16
17 By: _____
18 Eric S. Mamula, Mayor
19
20

21 ATTEST:
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25 _____
26 Helen Cospolich, CMC,
27 Town Clerk
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Proclamation

Mental Health Awareness Month

May 1 - 31, 2020

WHEREAS, One in five Americans will be affected by a mental health condition in their lifetime and every American is affected or impacted through their friends and family; and

WHEREAS, Mental Illness is one of the leading causes of disabilities in the United States, impacting both the person with the illness and those persons who care for and love the person afflicted; and

WHEREAS, 57 million Americans have a mental disorder in any given year, but fewer than 40 percent of adults living with a mental illness, and slightly more than one-half of youth 8 to 15 years of age with a mental illness received mental health services in the last year; and

WHEREAS, although mental illness impacts all people, many of those in lower-income communities receive less care, poorer quality of care, and often lack access to culturally competent care, thereby resulting in mental health disparities; and

WHEREAS, the Town of Breckenridge acknowledges that when compared to other Colorado communities, the incidence of substance abuse and mental health indicators is elevated in Summit County and, as a result, the Town is concerned about the impacts of mental illness on the quality of life for our residents; and

WHEREAS, nearly two-thirds of all people with a diagnosable mental illness do not receive mental health treatment due to stigma, lack of community-based resources, inadequate diagnosis, or no diagnosis; and

WHEREAS, there is a need to improve public awareness of mental illness and to strengthen local and national awareness, so that all those with mental illness may receive adequate and appropriate treatment and support; and

WHEREAS, access to mental health treatment and services is of paramount importance; and

WHEREAS, there is a need to encourage primary care physicians to offer screenings, to partner with mental health care providers, to seek appropriate referrals to specialists, and to promote timely and accurate diagnoses of mental disorders; and

WHEREAS, Mental Health Awareness month is both a national and local commitment to reducing the stigma associated with mental illness, encouraging those living with mental health conditions to get the help they need, and affirming our pledge to ensure those who need help have access to the support, acceptance, and resources they deserve; and

WHEREAS, during Mental Health Awareness month the Town of Breckenridge recognizes those in our community living with mental illness and substance use disorders; we pledge support for those individuals and their families; and we reaffirm our commitment to ensuring people living with mental health conditions know they are not alone;

NOW, THEREFORE, BE IT RESOLVED THAT I, Mayor Eric Mamula, do hereby proclaim the month of May 2020 as Mental Health Awareness Month, and call upon all residents of Breckenridge to join me in supporting the aims and goals of this effort.

Adopted this 5th day of May 2020.

_____/s/_____
Mayor Eric Mamula

Attest:

_____/s/_____
Town Clerk



Memo

To: Breckenridge Town Council
From: Brian Waldes, Finance Director
Date: 5.3.20
Subject: Revenue Impacts Model

The purpose of this memo is to share with Council the latest revenue reduction estimates calculated based on the impacts of COVID-19 both year to date and estimates for the rest of 2020.

Background

The assumptions used in our April 24th update for estimated 2020 impacts amounted to a 31.6% decrease in Excise fund revenues. At this level of revenue decrease, we saw a near break-even projected net fund balance of \$330K.

It is important to note that this breakeven point was achieved after a \$5.5M reduction to the 5 year capital improvement plan (CIP) and the elimination of a land acquisition that would have lowered the General Fund balance by \$6M. This analysis did not include the operational cuts detailed in the attachment to this memo “Tier I and II Budget/Program Cuts”.

Since those estimates were made, developments around the COVID-19 pandemic have led to the need for an upward revision of the estimated losses.

General Assumptions

The financial model attached, “Revenue Impacts Model”, has several assumptions;

1. **RETT** – revenue in this line is above 2020 year to date budget by \$372K. Since we are already at \$1.9M in revenue, we can only project what remains for the year in terms of decreases. The assumption is we will see a 75% decrease in revenue from May through December. This calculation results in a 49% overall decrease in 2020 RETT from budget.
2. **Budget Cuts** – Senior Leadership has submitted budget and program cuts for this analysis. The impacts of the Tier I cuts are included in the revenue impact model. The cuts result in a savings of \$5.2M to the 2020 service fund budgets. It is important to note that this includes a one-time \$1.2M reduction to the Breckenridge Historical Association’s capital budget. A second Tier of potential program cuts is also included on the “Tier I and II Budget/Program Cuts” sheet.
3. **April/May** – As both State-wide and local COVID measures will have major downward impacts on local net taxable sales activity, both months are modeled at a 90% decrease to reflect a base level of activity in Town.
4. **June-December** – To understand what level of revenue decrease we can experience without dipping into our reserves, we performed a sensitivity analysis on different revenue decrease levels and estimate that we can experience a 65.5% decrease in revenue for the months of June through December and not have to impact our reserves.

Conclusions

The assumptions around what the final impacts of COVID-19 will be to our economy are changing frequently. The fact remains that they will fluctuate again based on global, regional, or local developments. As such, we are adjusting our models based on our local economic results, as well as information gleaned from other sources. The analysis attached reflects the latest effort, and the desire to understand what level of revenue loss we can withstand without hitting our reserves.

It is important to note that this analysis only extends to December 2020. As we begin to contemplate a 2021 spending plan, there will have to be new assumptions for base level economic activity. We will not have the luxury of the one-time major decreases made by our partner organizations or to the Town's 5 year CIP.

Tier I and II Budget/Program Cuts

	Adopted 2020	Tier I Reduction	Tier II Reduction	Revised 2020	Tier I % Red.	Tier II % Red.	Notes
General Fund							
Finance	\$ 1,145,872	\$ 53,500	\$ 3,200	\$ 1,089,172	4.7%	4.9%	Sales Tax Audits, training, misc.
Muni Svc	675,901	69,500	13,799	592,602	10.3%	12.3%	Frozen Vacancy, subscriptions
Public Safety	4,063,982	334,559	25,345	3,704,078	8.2%	8.9%	Frozen Vacancy, misc. supplies
Recreation	5,976,420	792,895	317,742	4,865,783	13.3%	18.6%	Hours reductions, reduce seasonal hires
Human res.	771,981	63,263	-	708,718	8.2%	8.2%	Frozen Vacancy, training
Community Dev.	1,279,261	78,710	14,000	1,186,551	6.2%	7.2%	Frozen Vacancy training, supplies
Public Works	8,635,896	561,584	362,879	7,711,433	6.5%	10.7%	Frozen Vacancy reduced seasonal staff, supplies, train.
Committees	70,000	-	20,000	50,000	0.0%	28.6%	
Total	22,549,313	1,954,011	736,965	19,858,337	8.7%	11.9%	
Golf							
Admin	213,363	3,953	11,970	209,410	1.9%	7.5%	Training uniforms supplies
Maint	152,827	100	2,449	152,727	0.1%	1.7%	
Course Maint	840,841	46,828	78,641	794,013	5.6%	14.9%	
Capital	327,645	132,700	132,700	194,945	40.5%	81.0%	Delayed purchases
Total	1,534,676	183,581	225,760	1,351,095	12.0%	26.7%	
Marketing							
BTO	4,768,008	476,800	-	4,291,208	10.0%	10.0%	Overall reduction
Ops (TOB efforts)	168,363	15,000	-	153,363	8.9%	8.9%	
Total	4,936,371	491,800	-	4,444,571	10.0%	10.0%	
Open Space							
	2,800,681	195,624	170,335	2,605,057	7.0%	13.1%	Frozen Position
Garage							
	1,748,038	87,807	280,571	1,660,231	5.0%	21.1%	
IT							
	1,554,533	209,000	-	1,345,533	13.4%	13.4%	
Special Projects							
BCA	2,263,290	226,329	-	2,036,961	10.0%		Overall reduction
BHA - Ops	610,000	25,000	-	585,000	4.1%		
BHA - Cap	1,345,000	1,204,000	-	141,000	89.5%		Hold on all Capital - give funds back to Town
Total	4,218,290	1,455,329	-	2,762,961	34.5%		
Parking & Transp.							
Transit Admin	530,138	135,647	2,170	394,491	25.6%		Frozen Vacancy
Transit Ops	4,889,289	760,306	35,000	4,128,983	15.6%		Decreased Seasonals, misc.
Total	\$ 5,419,427	\$ 895,953	\$ 37,170	\$ 4,523,474	16.5%		
Fund Totals							
	\$ 44,761,329	\$ 5,473,105	\$ 1,450,801	\$ 38,551,259	12.2%		
MERIT FREEZE	\$ 15,096,233	\$ 509,498	\$ -	\$ 14,586,735	3.5%		Represents remainder of 2020 freeze
Grand Total		\$ 5,982,603	\$ 1,450,801				
Service Funds Total	\$ 37,123,401	\$ 5,204,691	\$ 774,135	\$ 31,589,343	16.5%		

Revenue Impacts Model

Account Title	2020 BUD	Reduction %	Reduction \$	Revised Budget
SALES TAX	25,345,100	49.4%	12,519,132	12,825,968
ACCOMMODATIONS TAX	3,726,500	49.4%	1,840,693	1,885,807
CIGARETTE TAX	50,190	49.4%	24,791	25,399
PUBLIC SERVICE FRANCHISE TAX	613,300	0%	-	613,300
COMCAST FRANCHISE TAX	184,600	0%	-	184,600
RETT*	5,700,000	49%	2,784,033	2,915,967
	<u>\$ 35,619,690</u>	48.2%	<u>\$ 17,168,649</u>	<u>\$ 18,451,041</u>

*RETT is reduced 75% for months of May-December 2020

	12.31.20 Fund Balance	Required	Council Policy	TOTAL Reserves	Net Balance
General Fund	\$ 16,864,549	\$ (1,913,424)	\$ (8,438,374)	\$ (10,351,798)	\$ 6,512,751
Excise Fund	4,197,598	(200,054)	(7,080,000)	(7,280,054)	(3,082,456)
Capital Debt Res.	N/A	-	(9,000,000)	(9,000,000)	(9,000,000)
Capital	8,320,449	(8,320,449)	-	(8,320,449)	-
Marketing	1,091,242	(1,091,242)	-	(1,091,242)	-
Spec. Proj	385,827	(385,827)	-	(385,827)	-
Child Care	1,724,517	-	(1,724,517)	(1,724,517)	-
Parking & Tran.	1,726,471	(1,317,289)	-	(1,317,289)	409,182
TOTAL	\$ 34,310,653	\$ (13,228,285)	\$ (26,242,891)	\$ (39,471,176)	\$ (5,160,523)

Tier I Svc Fund Reductions 5,204,691
NET \$ 44,168

	Net Taxable Sales Projections			
	2020 Projection	COVID Decrease \$	Revised Proj.	Decrease %
Jan*	\$ 79,797,875	\$ (3,231,814)	\$ 83,029,689	-4.1%
Feb*	75,458,592	(2,114,380)	77,572,972	-2.8%
Mar*	95,113,687	49,202,310	45,911,377	51.7%
Apr	33,750,741	30,375,667	3,375,074	90.0%
May	23,500,536	21,150,482	2,350,054	90.0%
Jun	40,983,110	26,843,937	14,139,173	65.5%
Jul	53,627,214	35,125,825	18,501,389	65.5%
Aug	47,508,644	31,118,162	16,390,482	65.5%
Sep	44,671,832	29,260,050	15,411,782	65.5%
Oct	31,812,180	20,836,978	10,975,202	65.5%
Nov	39,567,920	25,916,988	13,650,933	65.5%
Dec	93,057,030	60,952,355	32,104,675	65.5%
Total	\$ 658,849,361	\$ 325,436,560	\$ 333,412,801	49.4%

*	Actuals
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