



City of Ketchum
City Hall

May 18, 2020

Mayor Bradshaw and City Councilors
City of Ketchum
Ketchum, Idaho

Mayor Bradshaw and City Councilors:

**Review and Discuss Recommendations Regarding City Events, Special Events,
Park Reservations and Restaurant Operations on City Property**

Recommendation and Summary

As the stages of reopening occur, the city is faced with decisions on how to manage public events and city property, in light of CDC and State guidelines. This report provides background and recommendations related to the following issues:

- **City Events:** Recommendation: Eliminate funding for events and maintain funding for Music in Town Square from July 3 through September 25.
- **Wagon Days** –Recommendation: Eliminate all Wagon Days activities except maintain funding to hire Bobby Tanner and his mules to pull the Ore Wagons and the Lewis Wagon on the parade route, as the only wagons for Wagon Days on Saturday, September 5.
- **Special Events/Park Reservations** – Direction from City Council on allowing special events and park reservations on city property.
- **Restaurant Operations on City Property** – Recommendation: Permit restaurants to use adjacent street parking for outdoor dining.

The reasons for these recommendations are as follows:

- The city is suffering severe budget reductions due to COVID-19.
- It is anticipated Ketchum will experience a significant reduction in the number of visitors this summer and wants to assist local businesses.
- City desires to continue the community tradition honoring its history by recognizing Wagon Days with a significantly scaled down activity.
- Restaurants have been severely impacted by COVID-19 and are struggling to meet the distancing requirements. Allowing adjacent parking spaces to be used for outdoor dining expands available dining areas.

Recommendations

City Events

Due to the reduction in revenue resulting from COVID-19, and the state regulations on both public and private gatherings, staff has reevaluated city events, special events and park reservations.

All private special events that were scheduled to take place on city property through the month of July have been postponed by the event promoter. Promoters have yet to decide the status of events

scheduled in August. These cancellations and the elimination of city events leave Ketchum with a void of activity in the summer. To help fill this void in light of the city's financial state, \$5,000 of the City Event budget is being dedicated to Music in Town Square. This will add life into Town Square for the community to enjoy. Artists will play in Town Square on most Fridays from 5 to 7 p.m., beginning on July 3.

The following city events are funded with LOT revenue and will be cancelled to off-set the project loss of LOT revenue and physical distancing regulations:

- Ketch'em Alive
- Jazz in the Park
- Pump Park Competition
- Skate Park Competition
- Summer Solstice
- Movie Nights
- Fair on the Square
- Memorial Day Celebration

Wagon Days

Wagon Days events that draw crowds to confined areas would not take place this year. They include Festival Meadow events prior to the parade (Inter-Tribal Dance Demonstration, Charra Dancers, EhCapa, parade participant picnic and camping area, children's activities, cowboy poetry, Grand Marshal Ceremony, hootenanny, street vendors and bleacher seating. There would be no Wagon Days Headquarters.

Instead, a scaled down version of Wagon Days is proposed to provide a safe venue and meet the current guidelines for gatherings of more than 50 people. It is important to preserve the tradition of celebrating Ketchum's history and heritage. East Avenue will be closed and the community would be welcome to picnic with family and friends. Sun Valley Road and Main Street would be closed for a limited parade. The Lewis Ore Wagons and carriage, both owned by the city, best represent the city's history in mining, and would be the centerpiece, and only display, in the parade. The wagons would be pulled by Bobby Tanner's 20-mule jerkline, who is currently under contract with the city. Sun Valley Events contract will be cancelled. No other activities would take place.

Special Events and Park Reservations

Four special events remain on the schedule for this summer; Sun Valley Arts and Crafts Festival (August 6-9 in Atkinson Park), Sun Valley Wellness Festival (August 21-23 in Forest Service Park), Shakespeare in the Park (August 23-31 in Forest Service Park) and Rebecca's Private Idaho, (September 5 in Forest Service Park). All park reservations in June have been cancelled or postponed by the applicants to a later date. July currently has four park reservations scheduled with the number of attendees ranging from 50 to 150; August has seven reservations with the number of attendees ranging from 80 to 150; and there are two in September, one with 25 attendees and one with 150. The reservations are for Rotary Park, Forest Service Park, Terry Tracy Recreation Center and Lucy Loken Park.

Beginning May 16, Stage 2 of the Governor's plan for reopening allows gatherings of less than 10 people. On May 30, Stage 3 allows gathering of 10 to 50 people and on June 13, Stage 4 allows gatherings of over 50 people. Physical distancing and precautionary measures must occur in all stages. To date, state protocols have not been issued for large gatherings.

The city must decide how to manage private events on city property. Staff is seeking Council guidance on whether or not to permit private events and gatherings on city property. One option is to require applicants to submit a COVID-19 plan as part of their application that describes how they will maintain appropriate physical distancing and other protocols to keep their guests safe. The plan would become part of the special event application or park reservation form. Existing reservations would need to submit a COVID-19 plan to be approved by the city. The other option is to limit private events and reservations to small groups of less than 100. Staff is requesting council direction.

Outdoor Dining and Public Parking

Since March 20, 2020, restaurants and cafes were ordered closed except solely for takeout and delivery service. If Stage 2 criteria is met, on May 16, restaurant dining rooms can open once their plans have been submitted to the local public health district. Bars and nightclubs may operate with diminished standing-room occupancy on June 13.

The state has issued protocols for restaurants requiring six feet of physical distance among employees and patrons; and to meet those protocols, restaurants must consider limiting occupancy to 50 percent of seating capacity or more, limiting tables to groups of six, space tables to keep patrons six feet apart while seated and moving in and out of chairs, and eliminate waiting areas and lobbies, among other recommendations. Stage 2 Protocols for Restaurants is attached. Specific protocols for bars and nightclubs have not been issued.

Utilization of on-street public parking in front of restaurants would add outdoor seating for customers who are apprehensive to dine inside and make up for lost seating capacity because of physical distancing requirements. Individual restaurants would design their own outdoor seating areas on city streets and enter into a licensing agreement with the city. Main Street is not under the city's purview. Restaurants located on Main Street would need to work with the Idaho Transportation Department.

Attached for Council's information is a map showing the location of all restaurants, bars, coffee shops and juice bars in Ketchum's downtown core. Those outside the core and excluded from the map are restaurants in the light industrial area.

Financial Requirement/Impact

There is no new financial impact.

Attachments: Ketchum Core Restaurant Map
Stage 2: Protocols for Restaurants

