



CITY COUNCIL WORK SESSION

MEETING DATE: April 19, 2021

AGENDA ITEM: Special Event Discussion

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On April 16, 2021 Chaffee County Public Health released a revised Public Health Order with guidelines for indoor and outdoor events in Chaffee County in effect until August 31, 2021.

City staff recommends City Council adopt the County order with additional instructions for events provided by the State of Colorado.

We anticipate learning additional information prior to the work session on April 19 and will share the information with Council at that time.

Vendors/employees

- The venue operator for an event with multiple vendors and/or performers/competitors is responsible for ensuring all vendors/performance groups are aware of and adhering to COVID-19 policies and procedures as set forth by Public Health.
- Vendors should be familiar with the CDPHE Workplace Outbreak Guidance and apply all recommendations for prevention and mitigation that are outlined in that document to their operation.
 - Vendors and employees must wear face coverings unless doing so would inhibit the individual's health, in which case reasonable accommodations should be pursued to maintain the safety and health of all parties.
- Train employees/volunteers in proper use of protective equipment and emphasize that they should refrain from face-touching. Keep documentation of this training and make it available upon request of the local public health agency.
- Require handwashing upon arrival, departure and frequently throughout the day.

- Implement symptom monitoring protocols including workplace temperature monitoring and symptom screening questions where possible.
- Employees/Volunteers who have been in close contact with a person suspected or confirmed to have COVID-19 (generally within 6 feet for at least 15 minutes, depending on level of exposure) should not report to work and should self-quarantine.
- Group employees/volunteers into teams or shifts that stick together to limit mixing between different teams or shifts.
- Provide contactless payment methods.
- Do not allow multiple people to handle objects unless you can disinfect objects between each person.
- Extend setup timelines to allow vendors more time to set up and not overlap.

Hosts/attendees

- Encourage attendees to stay home if sick or exhibiting COVID-19 symptoms. Consider screening attendees for fever, symptoms, or exposures before or at their arrival.
- Encourage attendees who have been in close contact with a person suspected or confirmed to have COVID-19 (generally within 6 feet for at least 15 minutes, depending on the level of exposure) to stay home and self-quarantine.
- Encourage frequent handwashing.
- Attendees should refrain from mixing and mingling with others not in their household during events as much as possible.
- Attendees must wear face coverings unless doing so would inhibit the individual's health, in which case reasonable accommodations should be pursued to maintain the safety and health of all parties.
- Populations at higher risk for severe COVID-19 should consider additional protections or staying home during this time per CDPHE guidance.
- Encourage remote participation whenever possible.

Performers/competitors

- Performances with vocal speech or singing, wind or brass instruments, or activities that cause heavy breathing must be 12 feet from patrons. Performances with no forced exhalation as in the prior examples, like a piano, harp, or organ player, must be a minimum of 6 feet from patrons, but 12 feet is preferred.
- Participants (e.g., players, performers, actors, competitors, entertainers, etc.) in events must be checked for fevers, symptoms, and exposures before or at arrival.
- Participants (e.g., players, performers, actors) who have been in close contact with a person suspected or confirmed to have COVID-19 should not participate and should self-quarantine.
- Where necessary, implement alternative placement of performers. If spacing is not possible, in some situations it may be suitable to install barriers to minimize transmission of aerosolized particles.
- Maximize physical spacing between performers on-stage.

- Require all employees to wear face coverings, unless doing so would inhibit the individual's health.
- Performers should use a separate entrance/exit than patrons where possible.
- Performers are not included in capacity limits as long as they do not join the spectator/patron areas at any time and remain at least 12 feet from attendees. If performers join the patron spaces, they must be included in the capacity limit numbers.
- Disinfect high touch areas and equipment such as microphones, instruments, props, etc. between uses.

Venue

- Booths or vendors:
 - Allow spacing for vendor load-in and loadout such that vendors and staff can maintain a distance of at least 6 feet from each other as much as possible.
 - Add a minimum of 6 feet in between booths.
 - Require vendors to have booth layouts that promote social distancing. Provide them with the space to do this.
- Calculate capacity for square footage of usable space using the recommendations from Chaffee County Public Health.
- An event is considered "seated" if the attendees have minimal movement, such as purchasing concessions or using the restroom facilities.
 - If an event involves both a seated and unseated portion, it must calculate capacity for the unseated portion based on recommendations from Chaffee County Public Health.
- Collect contact information for guests or attendees through pre-event ticket sales, reservations, RSVPs, or having sign-in sheets. Include times of arrival and departure, to help with potential exposure notification.
- Create a queue at entrances and exits that ensures a minimum of 6 feet of physical distance between individuals and pace entry and exit to prevent congestion.
- Establish single-direction traffic flow in and out of venue and seating areas. Consider separate entrances and exits.
- Consider staggered guest arrival and departure times to avoid congregating at entrances and exits.
- Give reminders to observe at least 6 feet social distance before, during, and after events.
- Provide signage, announcements, and other reminders that face coverings are highly recommended to reduce COVID transmission.
- Seating at events must be appropriately spaced, to reduce mingling and reinforce the necessary distance between individuals in different households.
- Enhance cleaning and sanitization of common touch points (doors, stairwell handles, light switches, etc.).
- Install hand sanitizing stations at entrances and in high-traffic areas.

- Consider shorter event duration times or limited admission windows to reduce the need for patrons to use restroom facilities, which can be a source of transmission.
- Install plexiglass barriers where appropriate.