

City Council Special Meeting *Agenda*

Tuesday, April 28, 2020
6:00 PM

Electronic Meeting

This meeting will be held electronically. Residents interested in listening to the meeting should visit the City's website here to link to the meeting:

louisvilleco.gov/government/city-council

The Council will accommodate public comments as much as possible during the meeting. Anyone may also email comments to the Council prior to the meeting at

Council@LouisvilleCO.gov.

1. **CALL TO ORDER & ROLL CALL**
2. **DISCUSSION/DIRECTION – REOPENING AND RECOVERY PLANS FOR CITY FACILITIES AND SERVICES**
 - Staff Presentation
 - Public Comments (Please limit to three minutes each)
 - Council Questions & Comments
 - Action
3. **DISCUSSION/DIRECTION/ACTION – CITY COUNCIL ADVANCED AGENDA AND MEETING SCHEDULE**
 - Staff Presentation
 - Public Comments (Please limit to three minutes each)
 - Council Questions & Comments
 - Action
4. **ADJOURN**

Citizen Information

If you wish to speak at the City Council meeting, please fill out a sign-up card and present it to the City Clerk.

Persons with disabilities planning to attend the meeting who need sign language interpretation, assisted listening systems, Braille, taped material, or special transportation, should contact the City Manager's Office at 303 335-4533. A forty-eight-hour notice is requested.

City of Louisville
City Council 749 Main Street Louisville CO 80027
303.335.4536 (phone) 303.335.4550 (fax) www.LouisvilleCO.gov

**SUBJECT: DISCUSSION/DIRECTION – REOPENING AND RECOVERY
PLANS FOR CITY FACILITIES AND SERVICES**

DATE: APRIL 28, 2020

**PRESENTED BY: HEATHER BALSER, CITY MANAGER
MEGAN DAVIS, DEPUTY CITY MANAGER**

SUMMARY:

The City of Louisville closed all facilities on March 16, 2020 at 5 pm in an effort to protect public health and prevent the spread of the coronavirus. This action was consistent with recommendations of Boulder County Public Health (BCPH) and the Colorado Department of Public Health and Environment (CDPHE).

Throughout the closure, many staff have continued to work on-site to support the provision of essential services to the community including public safety, water utilities, transportation, emergency response services and many other critical government services. Many other employees have worked remotely while continuing to provide essential services such as planning and building, city clerk, engineering, etc.

On April 20th the Governor announced that the Stay at Home order will be lifted on April 27, and at that time the state will be moving into the “Safer at Home” phase. This is the second phase of his three-phase approach to maintaining public health and safety related to COVID-19. During this phase Coloradans will no longer be ordered to stay home, but are still strongly encouraged to do so. Vulnerable populations and seniors must continue staying home except when absolutely necessary and K-12 school districts and postsecondary institutions will continue to suspend normal in-person instruction until the end of the school year. Many of the restrictions on businesses will be lifted and retail and commercial will begin to operate again on a limited basis. Attachment 1 provides an outline of guidance for reopening during the Safer at Home phase.

Under the new order, local governments and local public health departments will have the opportunity to implement stricter restrictions. Boulder County Public Health, in conjunction with several other metro Public Health departments, is extending the Stay at Home order in Boulder County until May 8, 2020. Boulder County has not met the conditions that need to be in place to ensure COVID-19 doesn’t resurge after Stay at Home restrictions are eased. This extra time will allow Boulder County to do what is needed to safely and gradually reopen our county.

For the most part, the BCPH extension of the Stay at Home order includes the same restrictions as under the statewide order. The one exception is that beginning on April 27, non-critical businesses may start offering curbside delivery of products, and travel to

pick up those goods will be considered necessary travel. The Boulder County Stay at Home order extension can be found in Attachment 2.

The Governor and BCPH are directing that the reopening of businesses, services and other activities will occur gradually, paying close attention to continued public safety measures to reduce the spread of COVID-19. As businesses and services surrounding the City begin to reopen, the services that residents and businesses seek from City government will need to continue to be available and accessible.

Beyond the May 8 extension of the Stay at Home order, Boulder County will move into the Safer at Home order. During that phase certain businesses and services will reopen, with protective measures in place. At this time, the duration of the Safer at Home order is unknown.

The information in this communication is subject to change with the release of the state public health order and additional state and local guidelines.

DISCUSSION:

Due to the ongoing need for an active and consistent public health response to the disease, which includes accessible testing, case detection and containment, as well as social distancing and other public safety measures, the City is approaching full reopening cautiously. The City has outlined the following principles to help guide the process of recovery and reopening:

- The health, safety and well-being of our employees and the residents of the City of Louisville are our top priority throughout reopening and recovery.
- The City will work to support the economic health of our residents, businesses and our organization through the process of recovery.
- The City will approach facility reopening carefully and with caution, evaluating the risks and rewards associated with each step toward recovery.
- The City commits to working collaboratively with our partners and supports alignment in our recovery efforts.
- The City will only move forward with reopening efforts if they are in compliance with state and county health guidelines.
- The City will remain flexible and nimble in planning and implementing recovery efforts, recognizing the pandemic response is dynamic and rapidly changing.
- Community engagement and response will be integral to the City's recovery process.

The City is drafting a phased reopening plan, guided by these principles and the City's disaster recovery plan, and is seeking Council input on several areas where clear state and local direction have not yet been provided. It's important to note that the City has been operating throughout the COVID-19 pandemic closures, with many operations requiring public interactions occurring remotely. This remote work will continue at a level of at least 50%, likely greater, per the Governor's order.

At this time, the City anticipates we will be able to restore some limited services after expiration of the BCPH Stay at Home order, and over the course of the Safer at Home phase. The reopening will be staggered and certain services will begin before others. And upon reopening, the services will look different and will not be delivered in the same fashion as they have been in the past. The City's reopening plan will outline how specific facilities and services may be reopened, with required public health protocols and with consideration of the cost-benefit analysis around reopening.

Phased reopening will include the following approaches to service delivery that reflect CDPHE and BCPH guidance to support the safety of our patrons and staff:

- Limited hours of service
- Some services by appointment only
- Reduced staff/resources on-site due to work at home and phased on-site staffing
- Curbside pick-up and other low-touch services
- Limited numbers in building, limited group/gathering size
- Public safety measures including sanitization/cleaning, masking of staff and patrons, temperature monitoring of staff and patrons, etc.
- Social distancing at 6 feet, supported by floor markings and physical barriers

We are awaiting additional public health guidance and there may be other factors and accommodations to be made. Assuming we have the infrastructure to meet the public health requirements, facilities may begin opening in late May or early June. Other municipalities along the Front Range have shared plans for reopening of some city facilities the first week in June.

In addition to the public health considerations associated with reopening, the City is also considering the cost-benefit of reopening, including the financial and resource impacts. The scale of the COVID-19 related fiscal impacts on the City's revenue is not yet fully known, but financial impacts are an important factor in reopening. Other resource impacts must be considered, such as local government enforcement capacity to manage public health requirements in City facilities and activities, as well as any requirements for local governments to enforce public health orders.

Initial services that will be a part of the first phase reopening plan, with the limitations and principles outlined above, include the following:

- **Library Services** – This will include pick up/drop off services for books, maker-space, and other resources. These services will require no public access to the facility, and no-touch or low-touch interactions with the public. At this time staff anticipates these Library services may become available as soon as mid-May, after the BCPH extension of the Stay at Home order expires.

- **City Hall services** will be considered for reopening later (late May or early June), depending on installation of public safety infrastructure and with the service limitations outlined above.
 - Planning and Building Services (plan review, permits)
 - Financial Services (utility billing)
 - City Clerk (licensing and permitting)
 - City Manager's Office
 - Public Works (right of way permitting, contractor services, plan review)
 - Human Resources

- **Recreation and Senior Center Services** will primarily remain closed, as the Safer at Home order does not allow for reopening of gyms. Remote fitness classes will continue to be offered online, and Senior Meals and all remote senior services will continue.
 - Summer Camp - Summer Camp activities will be considered for reopening later (early June), depending on ability to meet public health guidance required by the Safer at Home order. The summer camp program provides important services for families who work, and this activity is allowable under the Safer at Home order with all public health and safety limitations outlined above.

- **Cemetery Services** will be opened up after the BCPH Stay at Home order extension expires to allow for limited burials with all public health and safety limitations outlined above.

- **Municipal Court** is currently scheduled for May 19th, and if public health and safety accommodations are able to be implemented in time, Court may be conducted by appointment only.

The reopening plan will include a robust communication strategy. The City will provide updates regarding restored services, hours of operation and all public health safety information on its webpage and through community announcements and e-notifications.

While reopening plans will allow for the extension of some in-person services, there are several areas of programming and services where the City does not have clear guidance at this time and Council input is requested.

Memory Square Pool – The Governor's order requires a continuation of social distancing at 6 feet, masking by City staff and gatherings limited to under 10. In addition, the recommendation for all residents to wear masks when in public spaces remains in place. These protocols would make it difficult for an outdoor swimming pool to function while meeting the public health order. Staff recommends that the Memory Square pool remain closed through the Safer at Home phase, thus not opening for the

season. Staff is also concerned about ability to staff the facility at this late juncture. It is likely there will be guidance provided by either the state or Boulder County Public health regarding swimming pools in the near future.

Recreation Center- While the City endeavors to reach a phased reopening of the facility to allow for some access by members and limited onsite programming that adheres to all state and local guidelines for public health and safety, the current Safer at Home phase does not allow for gyms to reopen at this time. Staff recommends the provision of only remote fitness programming, the senior meal-site curbside service, and later (early June) summer day camp program, until we receive further guidance that on-site services may safely resume.

The City is also seeking guidance from BCPH around the safe operation of indoor pools, locker rooms and other recreation services and when they may be reopened.

Senior Center – Staff recommend that the Senior Center remain closed through the Governor’s Safer at Home phase, as the order includes specific direction that vulnerable populations and seniors must continue staying home except when absolutely necessary.

Playgrounds, Basketball and Tennis Courts, Skatepark and Ballfields - The prohibition on gatherings of 10 or more remains in place for the Safer at Home phase. Since these facilities support group athletics and congregate activities, staff recommends that these facilities remain closed until the City receives specific guidance around how to safely permit their opening and manage the associated resource and enforcement needs.

Parks and Dog-parks - The prohibition on gatherings of 10 or more remains in place for the Safer at Home phase. Parks will continue to remain open to individuals and small groups under 10, and with social distancing. Since the City’s dog parks are in confined spaces, and it would demand significant resources to monitor the use within these spaces, staff recommends that these facilities remain closed until the City receives specific guidance around how to safely permit their opening and manage the associated resource and enforcement needs.

Park Shelters/Pavillions - The prohibition on gatherings of 10 or more remains in place for the Safer at Home phase. If the Safer at Home and Boulder County guidance supports the opening of the shelters, they could be rented for small groups under 10, with signage and information provided regarding public health guidance (social distancing, masking, etc.). Special cleaning would be required between rentals, and enforcement resources. At this time staff recommends that shelters and picnic sites remain closed through the Safer at Home phase.

Special Events – There are many planned City-sponsored and privately conducted (City permitted) special events that are over 50 people, including the 4th of July, Concerts in the Park, Labor Day parade and events, bike and running races, and festivals. The Safer at Home order does not allow for gatherings over 10 people. Therefore, staff recommends that any large gatherings of more than 10 are cancelled through June, and events scheduled beyond that will be revisited on a continual basis for the duration of the Safer at Home phase. The Louisville Cultural Council will be meeting next week to discuss and make alternate plans for the June Concerts in the Park. The Farmers Market will continue to move forward, incorporating social distancing and public health measures, as it is considered a critical service for grocery/food retail.

Main Street Patios – Staff will continually monitor the possibility of patio installation, based on the reopening of restaurants and guidance around in-person restaurant services. All use of the patios would be required to be consistent with public health guidelines. The revenue from the patio fee is approximately \$28,000, which helps cover installation and capital replacement costs of the patios. Staff recommends that the fee is waived in 2020. The revenues could be backfilled by general fund if desired, and staff can bring forward other opportunities to reduce City-related business costs if Council is interested.

Public Meetings/Hearings - Staff is also considering how public meetings may be conducted in the near future, specifically quasi-judicial meetings, with restrictions on gatherings, social distancing requirements and limited facility space. Staff is exploring possible locations to facilitate these meetings consistent with public health guidelines. BCPH is preparing guidance on the most appropriate way to handle large public meetings and hearings.

FISCAL IMPACT:

Individual fiscal analysis is required for each facility and program under consideration. Staff will continue to consider fiscal impacts of opening/not-opening specific facilities.

PROGRAM/SUB-PROGRAM IMPACT:

The discussion as to when to reopen City facilities impacts all programs and subprogram areas.

RECOMMENDATION:

Staff is requesting discussion and direction from City Council on the reopening of City facilities.

ATTACHMENT(S):

1. Governor’s framework for Safer at Home
2. Boulder County Public Health Stay at Home order extension

SUBJECT: REOPENING AND RECOVERY

DATE: APRIL 28, 2020

PAGE 7 OF 7

STRATEGIC PLAN IMPACT:

<input checked="" type="checkbox"/>	 Financial Stewardship & Asset Management	<input checked="" type="checkbox"/>	 Reliable Core Services
<input checked="" type="checkbox"/>	 Vibrant Economic Climate	<input checked="" type="checkbox"/>	 Quality Programs & Amenities
<input checked="" type="checkbox"/>	 Engaged Community	<input checked="" type="checkbox"/>	 Healthy Workforce
<input type="checkbox"/>	 Supportive Technology	<input checked="" type="checkbox"/>	 Collaborative Regional Partner

PRINCIPLES THAT GUIDE DECISION MAKING



Work to suppress virus



Increased ability to conduct testing and containment



Additional protections for those who are most at risk for COVID-19



Ability of health care system to handle increased demand

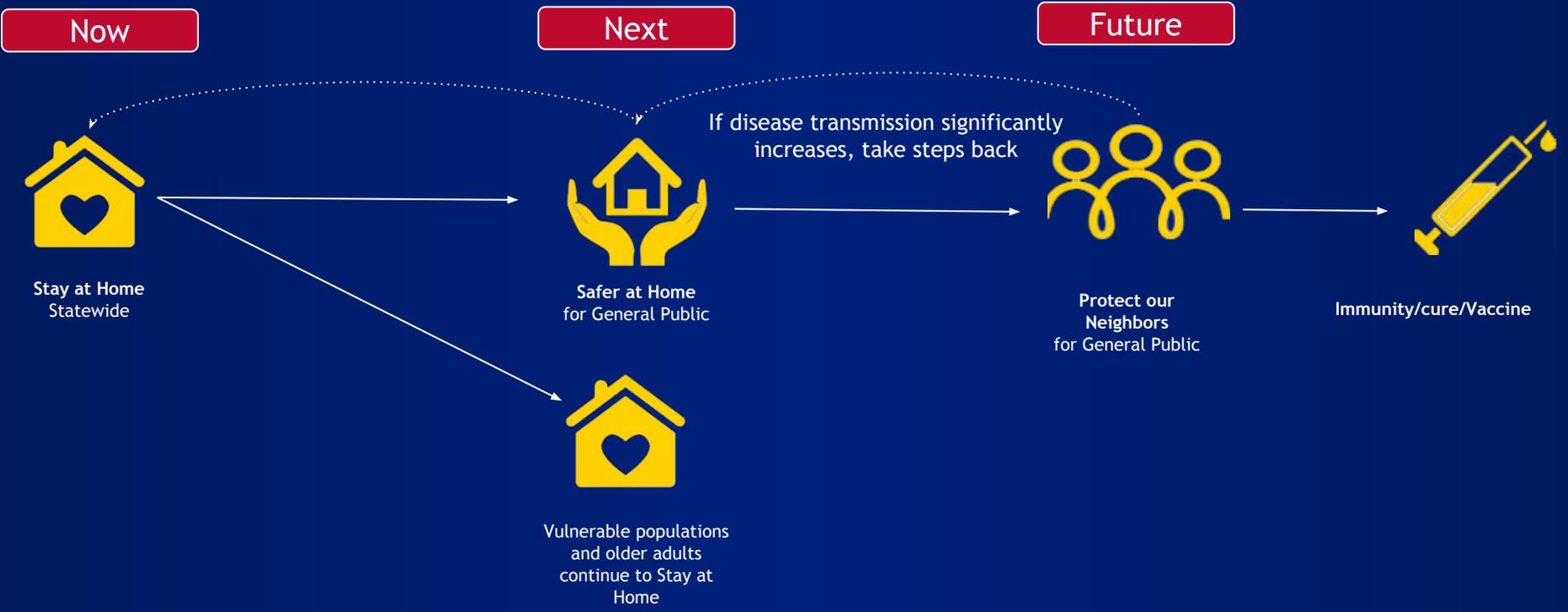


Social distancing policies that can be sustainable



Ongoing monitoring and evaluation of policies and their impact

We progress as data and science confirm that disease transmission is successfully limited. Protections for vulnerable populations and seniors must remain in place at all times while the virus remains a major threat.



PHYSICAL DISTANCING HAPPENS AT THREE LEVELS

Level 1: Stay at Home



- People are staying at home with limited exceptions
- Widespread suppression is required to stem exponential disease transmission
- Healthcare capacity still limited
- Testing and monitoring capacity is still being built

Level 2: Safer at Home



- Most people still stay at home as much as possible and avoid unnecessary social interactions
- Strong protections for vulnerable populations
- Healthcare capacity is increasing
- Testing and monitoring capacity is increasing

Level 3: Protect Our Neighbors



- It's safer for people to socialize more normally, while taking significant precautions
- Strong protections for vulnerable populations are still needed
- Testing and monitoring capacity working at scale
- Healthcare capacity is robust



Fluctuation between levels may be needed to recover from outbreaks while consistently protecting vulnerable populations and allowing for economic growth and sustainability.

TIMELINE FOR IMPLEMENTATION

Through April 26:
Stay At Home



- Last Day of Stay at Home Order
- Safer at Home Order Issued

April 27:
Safer at Home



- Retail - Curbside can begin
- Real Estate - showings can resume

May 1 (Friday):
Safer at Home



- Can open if implementing best practices:
- Retail
 - Some personal Services

May 4 (Monday):
Safer at Home



- Can open if implementing best practices:
- Office work at reduced density



GUIDELINES FORTHCOMING

	Stay At Home	Safer At Home
Distancing Goal	Achieve 75%-80% physical distancing	Achieve 60%-65% physical distancing
General Public Measures	<ul style="list-style-type: none"> -Ordered to Stay at home, except when absolutely necessary -Strongly advised face coverings in public -No gatherings over 10 people -Sick people may not go to work -Avoid unnecessary travel 	<ul style="list-style-type: none"> -Encouraged to stay at home except when absolutely necessary -Strongly advised face coverings in public -No gatherings over 10 people -Sick people may not go to work -Avoid unnecessary travel
Vulnerable populations and seniors	Stay at Home except when absolutely necessary	Stay at Home except when absolutely necessary
Critical Businesses	Open, with strict precautions	Open, with strict precautions
Nursing homes + congregate care facilities	Strict precautions and protections	Strict precautions and protections
Retail	Only critical open	Open for curbside delivery and phased-in public opening with strict precautions

	Stay At Home	Safer At Home
Distancing Goal	Achieve 75%-80% physical distancing	Achieve 60%-65% physical distancing
Offices	Closed	<ul style="list-style-type: none"> - 50% open, with strict precautions - Large workplaces advised to have symptom and temperature checks - Telecommuting maximized
Elective Medical Services/Dental	Closed	Open, with strict precautions to ensure adequate PPE and ability to meet critical care needs
Restaurants and Bars <ul style="list-style-type: none"> - Bars - Restaurant 	Closed Takeout/delivery only	Closed- Takeout/delivery only, exploring phased-in reduced capacity opening

	Stay At Home	Safer At Home
Distancing Goal	Achieve 75%-80% physical distancing	Achieve 60%-65% physical distancing
Childcare	Closed, except for essential workers	Open, with strict precautions
Education (Higher Ed, K-12)	Closed	Closed
Personal Services (salons, tattoo parlors, dog grooming, personal training, etc)	Closed	Open, with strict precautions
Real Estate	Closed	Showings can begin, but no open houses

PHYSICAL DISTANCING CONTROL AT THE LOCAL LEVEL

- Nothing in the pending Safer at Home Executive Order prohibits a county from enacting more protective standards, including but not limited to stay at home orders or additional protective measures.
- Any county wishing apply for a variance must be able to demonstrate proof of very low case counts of COVID-19 and/or 14 consecutive days of decline in infections. They must also submit a written application to CDPHE that includes a suppression plan approved by local authorities. All local hospitals and elected officials must sign off.

Different Settings Have Different Exposure Risks, and Abilities to Do Prevention

EXPOSURE RISKS



Aerosol Cloud:
Air where someone breathed, sneezed, or coughed



Surface Contact:
Touching something that someone touched or coughed, breathed, or sneezed on

PREVENTION MEASURES



Distancing: Keep People 6 Feet Apart



Sterilize Surfaces



Wash Hands Regularly



Increase Air Ventilation



Wearing Cloth Facial Coverings and Gloves

GUIDELINES HAVE TO TAKE INTO ACCOUNT EXPOSURE RISK AND ABILITY TO DO PREVENTION IN DIFFERENT SETTINGS



SAFER AT HOME GUIDANCE FOR THE GENERAL PUBLIC

<i>Practices for...</i>	Key Steps
General Public	<ul style="list-style-type: none">• Follow Safer at Home guidelines• Strongly advised face coverings and staying 6ft apart in public• No gatherings over 10 people• Sick people may not go to work• Limit non-essential travel
Vulnerable Populations and Older Adults	<ul style="list-style-type: none">• Continue to follow the <u>Stay at Home Order</u>, which means only going out when absolutely necessary• Utilize special industry hours for vulnerable populations
What Does Mean for Seeing My Friends and Family?	<ul style="list-style-type: none">• People should still limit interactions except with immediate household• If you do see limited family or friends outside of your household, be extra cautious to stay 6 ft apart, wear face covering, and limit contact• Stick to solo and non-contact recreation activities like running, walking, or hiking in your local community. Do not travel outside of your local community for recreation. Avoid contact sports or equipment.



ALL INDUSTRIES SHOULD IMPLEMENT GENERAL BEST PRACTICES

<i>Practices for...</i>	Key Steps
Worksites	<ul style="list-style-type: none"> • Deputize workplace coordinator(s) charged with addressing COVID-19 issues • Maintain 6 foot separation when possible, and discourage shared spaces • Sanitize all high touch areas • Post signage for employees and customers on good hygiene • Ensure proper ventilation • Avoid gatherings (meetings, waiting rooms, etc) of more than 10 people • Implement symptom monitoring protocols (including workplace temperature monitoring) where possible • Eliminate or regularly sanitize any items in common spaces (i.e., break rooms) that are shared between individuals (i.e., condiments, coffee makers, vending machines)
Employees	<ul style="list-style-type: none"> • Require employees to stay home when showing any symptoms or signs of sickness, and connect employees to company or state benefits providers • Provide flexible or remote scheduling for employees who need to continue to observe Stay at Home, who may have child or elder care obligations, or who live with a person who still needs to observe Stay at Home due to underlying condition, age, or other factor • Encourage and enable remote work whenever possible • Encourage breaks to wash hands or use hand sanitizer • Phase shifts, breaks to reduce density • Provide appropriate protective gear like gloves, masks, and face coverings
Customers	<ul style="list-style-type: none"> • Create special hours for vulnerable populations only • Encourage 6 foot distancing inside of the business for all patrons • Encourage use of protection like gloves, masks, face coverings • Provide hand sanitizer at entrance • Use contactless payment solutions, no touch trash cans, etc. whenever possible



SOME INDUSTRIES HAVE MORE SPECIFIC BEST PRACTICES



Retail



Offices



Elective Medical & Dental Services



Childcare



Education



Personal Services



Real Estate

¹ All critical businesses continue to operate as presently doing based on Safe at Home protocols

SAFER AT HOME GUIDANCE FOR RETAIL

Merchants, clothing, home goods, cell phone stores, thrift shops, apothecaries, vape shops, craft stores, fishing tackle retailers, sporting goods, boutiques, etc.

Safer At Home Guidelines will be released **April 27**.

Retail can begin curbside pick-up/delivery business **April 27**.

Retail can begin to let customers into stores starting **May 1**, but **ONLY** if best practices are in place.

<i>Practices for...</i>	Key steps
Retail businesses	<ul style="list-style-type: none"> Initially utilize curbside pick-up/delivery, which minimizes touch and does not let patrons inside the store Continue curbside pick-up/delivery where possible longer term Elevate and increase frequency of cleaning practices, including sanitization of high touch areas Restrict return policy to only items that can be properly sanitized prior to re-selling Conduct daily temperature checks and monitor symptoms in employees. Refer symptomatic employees to the CDPHE Symptom Tracker. Post signage for employees and customers on good hygiene and other sanitation practices
Employees	<ul style="list-style-type: none"> Provide guidance and encouragement on maintaining 6 foot distancing between employees Wear gloves and face coverings during work activities Encourage frequent breaks to wash or sanitize hands Require employees to stay home when showing any symptoms or signs of sickness
Customers	<ul style="list-style-type: none"> Observe 6 foot distancing measures (i.e., marked space in check-out lines) Encourage use of masks Provide hand sanitizer at entrances and other high-traffic locations Implement hours where service is only provided with increased caution to vulnerable populations



SAFER AT HOME GUIDANCE FOR NON-ESSENTIAL BUSINESSES AND OFFICES

Safer At Home Guidelines will be released April 27.

Offices can open starting May 4, but **ONLY** if best practices are in place.

<i>Practices for...</i>	Key Steps
Workspaces	<ul style="list-style-type: none"> • Ensure a minimum of 6 feet of space between all desks/workspaces • Modify flow of people traffic to minimize contacts (i.e. doors for entry or exit only) • Conduct standard office cleaning with increased frequency and supplement with sanitization of high touch areas • Provide employees with sanitization products and guidance on daily workspace cleaning routines • Post signage for employees and customers on good hygiene and new office practices
Practices and Employees	<ul style="list-style-type: none"> • Maintain <u>in-office occupancy at no more than 50% of total</u> by maximizing use of telecommuting and developing in-office rotation schedules • Minimize the number of in-person meetings and maintain adequate 6 foot distancing in those meetings • Provide flexible or remote scheduling for employees who need to continue to observe Stay at Home, who may have child or elder care obligations, or who live with a person who still needs to observe Stay at Home due to underlying condition, age, or other factor • Provide guidance and encouragement on maintaining 6 foot distancing and taking breaks to wash hands • Require gloves and masks for any customer interactions • Conduct daily temperature checks and monitor symptoms in employees. Refer symptomatic employees to the <u>CDPHE Symptom Tracker</u>.
Customers <i>(If applicable)</i>	<ul style="list-style-type: none"> • Implement 6 foot distancing measures (i.e., marked space in check-out lines) • Encourage use of masks • Provide hand sanitizer at entrances and other high-traffic locations • Implement hours where service is only provided with increased caution to vulnerable populations



SAFER AT HOME GUIDANCE FOR EDUCATION

Safer At Home Guidelines will be released April 27.

Approved programs can open starting May 4, but **ONLY** with CDHE certification and if best practices are in place.

<i>Practices for...</i>	Key Steps
K-12	<ul style="list-style-type: none">• Online only for the rest of the school year• Buildings can be used for one-on-one educational services, small group (under ten) technical programs
Higher Education, Clinical, Operational, Career, and Technical Programs	<ul style="list-style-type: none">• Online only for the rest of the school year• In order to provide in person education or training not conducive to online learning, must obtain certification from Colorado Department of Higher Education.



SAFER AT HOME GUIDANCE FOR PERSONAL SERVICES

Includes salons, barbers, nail salons, spas, personal training services for under 4 people, pastoral services, and dog groomers

Safer At Home
 Guidelines will be
 released April 27.

 Personal services
 can resume starting
May 1, but **ONLY** if
 best practices are in
 place.

<i>Practices for...</i>	Key Steps
Workspaces	<ul style="list-style-type: none"> • Employ strict hygiene guidelines and sanitization procedures for all contact surfaces and tools • Ensure a minimum of 6 feet of separation between clients/customers when not directly performing service • Post signage for employees and customers on good hygiene and safety measures being taken • Minimize in-home services with remote alternatives (i.e. drive-by, virtual meetings)
Employees	<p>Services with close personal contact: (i.e. salons, spas, massage, etc.)</p> <ul style="list-style-type: none"> • Conduct symptom and temperature checks and log results for all employees. Refer symptomatic employees or families to the CDPHE Symptom Tracker. • Wear medical grade mask and gloves (meticulous hand washing if gloves not feasible) • Change gloves between every individual • Maintain detailed log of customer interactions to enable contact tracing (if ever needed) <p>Services with low personal contact: (i.e. real estate, appliance, movers, repair, etc.)</p> <ul style="list-style-type: none"> • Maintain six feet separation with customers and adhere to social gathering limits (i.e. no open houses) • Require masks and (if feasible) gloves for any customer interactions • Provide guidance on strict hygiene precautions
Customers	<ul style="list-style-type: none"> • Provide service by appointment only (no walk-ins or waiting) • Require customers to wear masks • Conduct symptoms check for all customers of services with close personal contact • Provide contactless payment options (whenever possible)



SAFER AT HOME GUIDANCE FOR FIELD SERVICES

Real estate, lawncare and landscaping, house cleaning

Safer At Home Guidelines will be released April 27.

Services can resume April 27.

<i>Practices for...</i>	Key Steps
Employees	<ul style="list-style-type: none">• Adhere to all general rules or guidance on social gathering limitations when working out of the office• Implement procedures for field-based employees to monitor for symptoms and report-in to management daily on health status. Refer symptomatic employees to the CDPHE Symptom Tracker.• Maintain 6 foot distance from customers• Require gloves and masks for any customer interactions or work being done in home or office spaces• Inquire whether homes have symptomatic individuals and exercise caution if they do• Maintain detailed log of customer interactions to enable contact tracing (if ever needed)• Sanitize tools or equipment after each customer visit• Prioritize accommodation for older workers and those with chronic conditions• Provide guidance and encouragement on personal sanitation including frequently washing hands
Customers	<ul style="list-style-type: none">• Provide estimates, invoices, and other documentation electronically (no paper)• Provide contactless payment options (whenever possible)• Encourage customers to maintain 6 foot distancing• Encourage use of masks



Safer At Home Guidelines will be released April 27.

If conditions are met, services can resume starting April 27.

Priorities

- The first priority is that our health and medical system continues to be able to deliver critical and emergency care, and preserving the ability to surge these capabilities if COVID cases increase. Hospitals should ensure they have enough PPE on hand, to buffer any supply chain interruptions in a surge.
- The second priority is having enough PPE to achieve a higher volume of community testing. Hospital partners should examine how they can help the state as a whole achieve the needed volume of community testing to detect, isolate, and contain COVID19.
- If we have sufficient PPE to provide critical and emergency care, and to do the needed volume of community testing, then hospitals can start phasing in non emergency and elective services. Guidance on priorities is forthcoming.

We are regularly evaluating when it is safe to restore partial activities in areas of high contact such as Bars, Restaurants, Gyms, Movie Theaters, etc.

In addition, we are evaluating courthouses, state judicial, justice centers and other governmental functions.

Next steps will be determined by stakeholder outreach, as well as ongoing evaluation of the epidemiology of COVID transmission.



NOTICE OF BOULDER COUNTY PUBLIC HEALTH ORDER ADOPTING AND EXTENDING STATE STAY-AT-HOME ORDERS

Pursuant to Colorado Revised Statutes (“C.R.S.”) §§ 25-1-506, 508, 509, and 516, Boulder County Public Health hereby issues this Public Health Order adopting and extending Executive Order D 2020-024 and Fourth Updated Public Health Order 20-24 (“Stay-at-Home Orders”), closing certain businesses and requiring residents to stay at home except for necessary travel in Boulder County, Colorado, so as to control and slow the spread of the SARS-CoV-2 virus (“coronavirus”) and to mitigate the effects of the disease resulting therefrom (the coronavirus and the disease resulting therefrom shall be referred to herein as “COVID-19”). The goal of this Order shall be to control and reduce the spread of COVID-19, so as to maintain consistent health care capacity in Boulder County to adequately treat patients suffering from the disease.

FINDINGS

Whereas, Boulder County Public Health (“BCPH”) has public health jurisdiction over Boulder County, including all cities and towns therein. In furtherance of its jurisdiction, BCPH has the power and duty to investigate and control the causes of epidemic or communicable diseases and conditions affecting the public health within Boulder County, as well as the power and duty to close schools and public places and to prohibit gatherings of people when necessary to protect public health, and to establish, maintain, and enforce isolation and quarantine, and in pursuance thereof, to exercise physical control over property and over persons within Boulder County as BCPH may find necessary for the protection of public health.

Whereas, COVID-19 is a respiratory illness transmitted like other respiratory illnesses through person-to-person contact or by contact with surfaces contaminated with the virus. Persons infected with COVID-19 may become symptomatic anywhere from two (2) to fourteen (14) days after exposure. Symptoms include fever, cough, shortness of breath, or difficulty breathing. Individuals with serious chronic health conditions and older adults are most at risk for becoming very ill with this disease.

Whereas, COVID-19 was first detected in Wuhan, China, in late 2019, and since then has spread to over 60 countries, including the United States. As of April 24, 2020, there are 11,262 confirmed or probable positive cases of COVID-19 statewide in Colorado and 431 confirmed or probable positive cases in Boulder County, Colorado, as well as 552 deaths related to COVID-19 statewide and 28 deaths in Boulder County.

Whereas, on March 25, 2020, the Governor of Colorado, Jared Polis, issued Executive Order D 2020-024 closing non-critical businesses and requiring all Coloradans to stay at home except for necessary travel.

Whereas, on March 26, 2020, Colorado Department of Public Health and Environment (“CDPHE”) issued Public Health Order 20-24 detailing the specific requirements for individuals and businesses subject to stay-at-home requirements.

Whereas, both Executive Order D 2020-024 and Public Health Order 20-24, as amended, are set to expire on April 26, 2020.

Whereas, scientific evidence shows that limiting interactions among people to the greatest extent practicable is essential to slow virus transmission as much as possible to protect the vulnerable populations and to prevent the health care system from being overwhelmed.

Whereas, the health conditions that led to the issuance of Executive Order D 2020-024 and Public Health Order 20-24 have not abated in Boulder County. Furthermore, it is the interest of the businesses and residents of Boulder County, a densely populated county in the Denver metropolitan area, to have guidelines consistent with neighboring jurisdictions, particularly given that many businesses have locations across jurisdictions and many individuals travel across jurisdictional borders for work, recreation, and other purposes.

ORDER

Pursuant to the statutory authority granted the Executive Director of BCPH, the following is ordered:

1. All persons and businesses in Boulder County are ordered to continue abiding by the requirements of Colorado's Stay-At-Home Orders through midnight on May 8, 2020, even though those orders as issued by the State would otherwise expire on April 26, 2020. By this Order, I hereby adopt all terms and conditions of Colorado's Stay-At-Home Orders, Executive Order D 2020-024 and Public Health Order 20-24 as updated, as set forth therein, with one limited exception as noted in Paragraph 2 below.
2. In Fourth Updated Public Health Order 20-24, Critical Businesses (as defined therein) were authorized to offer retail sales through curbside delivery, but Non-Critical Businesses were precluded from doing so. By this Order, the Stay-At-Home Orders as applied in Boulder County are amended to permit Non-Critical Businesses to offer curbside delivery of products. Specifically:
 - a. The definition of "Necessary Travel" is hereby amended to allow travel to pick up goods through curbside delivery.
 - b. On-site staffing of Non-Critical Businesses is limited to the minimum number of employees necessary to fill and process orders and to provide curbside delivery, in addition to Minimum Basic Operations, as defined in Colorado's Stay-At-Home Orders. However, in no event shall the number of employees permitted at the physical location of a Non-Critical Business exceed the number permitted by any existing or future state order.
 - c. Employees of Non-Critical Businesses who are able to work remotely must continue to work remotely.
 - d. No members of the public may enter the physical locations of Non-Critical Businesses, and Non-Critical Businesses must indicate that members of the public may not enter their physical locations.

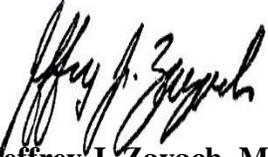
3. Colorado's Safer-At-Home, announced by Governor Polis on April 20, 2020, does not apply in Boulder County. However, nothing in this Order shall be construed to be less restrictive than any state order.

Along with CDPHE, BCPH is tasked with protecting the health and welfare of the citizens of Boulder County by investigating and controlling cases of epidemic and communicable disease. This Order is necessary to control transmission of disease to others. Immediate issuance of this Order is necessary for the preservation of public health, safety, or welfare.

If you have questions regarding this Order, please contact the BCPH Call Center at 720-776-0822 or view the COVID-19 information on BCPH's website at [BoCo.org/COVID-19](https://www.bocounty.org/COVID-19).

This BCPH Public Health Order shall be in effect from April 27, 2020, at 12:01 a.m., and continuing until midnight on May 8, 2020, unless earlier amended, extended, or rescinded by the Executive Director of BCPH.

FAILURE TO COMPLY WITH THIS ORDER IS SUBJECT TO PENALTIES CONTAINED IN C.R.S. §§ 25-1-114 and 25-1-516, INCLUDING A FINE OF UP TO FIVE THOUSAND DOLLARS (\$5,000.00) AND IMPRISONMENT IN THE COUNTY JAIL FOR UP TO ONE YEAR.


Jeffrey J. Zayach, MS
Executive Director
Boulder County Public Health

April 24, 2020
Date

**SUBJECT: DISCUSSION/DIRECTION/ACTION – CITY COUNCIL
ADVANCED AGENDA AND MEETING SCHEDULE**

DATE: APRIL 28, 2020

PRESENTED BY: MEREDYTH MUTH, CITY CLERK

SUMMARY:

Attached is the latest version of the advanced agenda (please remember this schedule is tentative and changes frequently). As noted at the April 21 meeting, there are some large meetings coming up this summer. However, since that discussion those larger meetings no longer appear in June, but now appear in August.

It should be noted this schedule is dependent on a variety of factors including how large of a gathering can be held in person; and where, when, and how the Planning Commission and City Council will be able to handle quasi-judicial items for which we expect a large public turn out. Staff and the City Attorney are working on options for this and will be discussing it with the Legal Review Committee at their next meeting in May.

Another item of note, the dinner meetings with the remaining boards and commissions (with the exception of the Revitalization Commission) have been removed from the schedule and added to the on deck category. Those meetings will be dependent on the size of in-person gatherings. If they are allowed, there are no longer enough study sessions to accommodate the boards still on the list. Council will need to prioritize the list or add additional meetings if Council wants to meet with all of them in 2020.

One factor in how the schedule aligns in 2020 is the summer break Council previously planned from June 17 through July 19. If Council considers cancelling or shortening that break, some of the items may be spread out further throughout the summer. Some options for that include:

- Return to normal meeting schedule meeting every Tuesday taking off June 30 as a fifth Tuesday
- Meet all five Tuesdays in June and do not meet July 7 and July 14
- Add a meeting June 16, do not meet June 30 and July 7
- Keep the schedule as is but add meetings as needed (public hearings that require notice will have to be scheduled for regular meeting dates)
- Plan to meet every Tuesday for the foreseeable future and cancel meetings if nothing is scheduled by the week before

FISCAL IMPACT:

None

SUBJECT: CITY COUNCIL ADVANCED AGENDA AND MEETING SCHEDULE

DATE: APRIL 28, 2020

PAGE 2 OF 2

RECOMMENDATION:

Discussion/Direction and if Council determines a schedule it can take action.

ATTACHMENT(S):

- 1. Advanced Agenda

STRATEGIC PLAN IMPACT:

<input type="checkbox"/>	 Financial Stewardship & Asset Management	<input checked="" type="checkbox"/>	 Reliable Core Services
<input type="checkbox"/>	 Vibrant Economic Climate	<input type="checkbox"/>	 Quality Programs & Amenities
<input checked="" type="checkbox"/>	 Engaged Community	<input type="checkbox"/>	 Healthy Workforce
<input type="checkbox"/>	 Supportive Technology	<input type="checkbox"/>	 Collaborative Regional Partner

**CITY COUNCIL
TENTATIVE ADVANCED AGENDA**

All dates and items are tentative and subject to change.

MAY 5 – REGULAR MEETING, 6:00 PM

CONSENT AGENDA	
•Award Contract for Miners Cabin Rehabilitation	RZ
•Approval of Mower Replacement	KK
•Approve Older American’s Month Proclamation	KB
REGULAR AGENDA	
•Takoda Metro District Board of Directors	Kelly
•City Manager Evaluation and Contract	MD

MAY 12 – STUDY SESSION, 6:00 PM

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MAY 19 – REGULAR MEETING, 6:00 PM

CONSENT AGENDA	
•Approve May 26 as Special Meeting at 6 pm	MM
REGULAR AGENDA	
•Fire District TIF Sharing – continued from 2/18	MP
•D/D Items for Consideration for 2020 Ballot	HB/Kelly

MAY 26 – SPECIAL MEETING, 6:00 PM

•Update – RMMA Noise Mitigation	EH
•D/D Economic Vitality Strategic Plan	MP/HD

JUNE 2 REGULAR MEETING, 6:00 PM

CONSENT AGENDA	
•Approve 612 Grant HPF Grant	HAB
REGULAR AGENDA	
•908 Rex (landmark and grant)	HAB
•925 Jefferson (landmark & grant)	HAB
•833 Jefferson (landmark and grant)	HAB
•D/D Sustainability Action Plan Update	EH

JUNE 9 – STUDY SESSION, 5:30 PM

DINNER WITH REVITALIZATION COMMISSION, 5:30 – 7:00 PM (dependent on in-person meeting rules in place at the time)	
•Key Performance Measures Refinement	EH/MD

JUNE 16 REGULAR MEETING, 6:00 PM

CONSENT AGENDA	
•Approve Special Meeting for Budget Retreat – Date TBD	MM
REGULAR AGENDA	
•Integrated Weed Management Plan	NM/DJ
•Citizen Survey Results	EH/MD

SUMMER BREAK JUNE 17 – JULY 19 NO MEETINGS

JULY 21 REGULAR MEETING, 7:00 PM

CONSENT AGENDA	
REGULAR AGENDA	
•701 Grant (landmark and grant)	HAB
•1411 Hecla PUD	LR
•Redtail Ridge GDP and Comp Plan Amendment – 1 st Reading	RZ
•St. Louis Parish GDP – 1 st Reading	RZ
•1655 Courtesy Rezoning – 1 st Reading	LR

BUDGET RETREAT – THURSDAY, JULY 23, 11 AM

•Budget Retreat	KW/HB
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JULY 27 – JOINT STUDY SESSION W/BROOMFIELD, 6:00 PM

JULY 28 REGULAR MEETING, 7:00 PM

CONSENT AGENDA	
REGULAR AGENDA	
•Adopt Sustainability Action Plan Update	KB/EH
•Open Space Zoning Survey Contract	NM/EB

AUGUST 4 – REGULAR MEETING, 7:00 PM

CONSENT AGENDA	
REGULAR AGENDA	
•Redtail Ridge GDP and Comp Plan Amendment – 2 nd Reading	RZ
•Medtronic PUD	RZ
•St. Louis Parish GDP – 2 nd Reading	RZ
•578 Pierce PUD	RZ
•931 Main PUD	RZ
•1326 96 th Street/United Properties PUD	RZ
•City Council Salary Survey	KH

AUGUST 11 – STUDY SESSION, 7:00 PM

•Museum Campus Expansion	SN/BB
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AUGUST 18 – REGULAR MEETING, 7:00 PM

CONSENT AGENDA	
REGULAR AGENDA	
•1655 Courtesy Rezoning – 2 nd Reading	LR
•Design Guidelines Update – 1 st Reading	RZ
•PUD Review and Waiver Criteria – 1 st Reading	RZ

AUGUST 25 – SPECIAL MEETING, 7:00 PM

•Cottonwood Park Master Plan	NM
•Middle Mile Network	CN

SEPTEMBER 1 – REGULAR MEETING, 7:00 PM

CONSENT AGENDA	
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REGULAR AGENDA	
• <i>Design Guidelines Update – 2nd Reading</i>	RZ
• <i>PUD Review and Waiver Criteria – 2nd Reading</i>	RZ
• <i>Height Calculation Changes</i>	RZ

SEPTEMBER 8 – STUDY SESSION, 7:00 PM

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SEPTEMBER 15 – REGULAR MEETING, 7:00 PM

CONSENT AGENDA	
•Approve October 13 as Special Meeting for Budget	MM
REGULAR AGENDA	
• <i>2021-22 Budget Introduction and set public hearing</i>	HB/KW
•Open Space Zoning Ordinance – 1 st Reading	EB/NM

SEPTEMBER 22 – STUDY SESSION, 7:00 PM

CANCEL – City Manager’s Staff at ICMA Conference
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SEPTEMBER 29 –NO MEETING

OCTOBER 6 – REGULAR MEETING, 7:00 PM

CONSENT AGENDA	
•Approve October 27 as Special Meeting for Budget	MM
REGULAR AGENDA	
•Open Space Zoning Ordinance – 2 nd Reading	EB/NM
• <i>D/D 2021-22 Budget</i>	KW/HB

OCTOBER 13 – STUDY SESSION, 7:00 PM

• <i>Cottonwood Park Master Plan</i>	NM
•Budget	

OCTOBER 20 – REGULAR MEETING, 7:00 PM

CONSENT AGENDA	
REGULAR AGENDA	
•2021-22 Budget Public Hearing	KW/HB
• <i>Executive Session – Annual Reviews of Prosecutor, Judge, and City Attorney</i>	

OCTOBER 27 – SPECIAL MEETING, 7:00 PM

• <i>D/D 2021-22 Budget</i>	KW/HB
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MONDAY, NOVEMBER 3 – REGULAR MEETING, 7:00 PM

CONSENT AGENDA	
REGULAR AGENDA	
• <i>Airport Noise Mitigation Update</i>	EH/MD

NOVEMBER 10 – STUDY SESSION, 7:00 PM

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NOVEMBER 17 – REGULAR MEETING, 7:00 PM

CONSENT AGENDA	
REGULAR AGENDA	
•Swearing In of Ward III Councilmember	MM
•Adoption of 2021-22 Budget	KW/HB
•Old Town Overlay Zone District	RZ

NOVEMBER 24 – STUDY SESSION, 7:00 PM

CANCEL

DECEMBER 1 – REGULAR MEETING, 7:00 PM

CONSENT AGENDA	
•Approve 2021 Annual Deicer Purchase	KK
•Approve 2021 Annual Fuel Purchase	KK
REGULAR AGENDA	
•	

DECEMBER 7 – SPECIAL MEETING, 7:00 PM

•BOARD AND COMMISSION INTERVIEWS

DECEMBER 8 – SPECIAL MEETING, 7:00 PM

•2021 WORK PLAN

DECEMBER 15 – REGULAR MEETING, 7:00 PM

CONSENT AGENDA	
REGULAR AGENDA	
•Cottonwood Park Master Plan	NM

DECEMBER 22 – STUDY SESSION, 7:00 PM

CANCEL

DECEMBER 29 –NO MEETING

ON DECK ITEMS
• Study Session Dinners with Boards and Commissions (OSAB, PPLAB, LBoT, Hist Cmsn, RAB, SAB, LCC, BRaD)