



Town of Gordonsville, Virginia
Agenda Item Summary
July 20, 2020

AGENDA ITEM 10b

Unfinished Business

AGENDA TITLE:

Discussion of Disposition of Town of Gordonsville Events for the Balance of 2020.

PRESENTER:

Mayor Robert Coiner

DISPOSITION:

- Action Required For Discussion
 Consent Agenda Closed Session
 Informational

ATTACHMENTS:

yes no

BACKGROUND:

As a follow-up to their discussion on this matter at their June 22nd meeting, Council asked it be placed on their July 20th council meeting agenda for continued discussion.

Virginia is now in Phase III of Governor Northam's Forward Virginia initiative, which allows gatherings of up to 250 people. Physical distancing, wearing of masks when physical distancing cannot be observed, and routine sanitizing of often-touched surfaces must continue. See attached for more information regarding the Phase III guidelines for Social Gatherings. At this time, it is not known whether further easing of restrictions that may allow larger gatherings will occur later in the summer or fall. Staff also notes that under the current Phase III guidelines, there are limitations on having food vendors due to the crowding that may cause issues with physical distancing.

By way of reference, staff is aware that the Orange County Chamber of Commerce is planning to hold its annual street festival in Orange the first weekend of September. It is unclear whether this is being held due to contractual obligations. Historically, Gordonsville's Famous Fried Chicken Festival has disclaimers built into its contracts that provide for event cancellation or postponement.

Sesquicentennial

Should Council desire to proceed with holding an event in September, staff recommends that it be limited to the 150th celebration and that the Fried Chicken Festival not be held again until next May. Logistically, holding the two events together on the same day presents issues regarding parking, traffic, and effectively managing the space for both events, especially if physical distancing is still needed.

To aid with adherence to the limit on gathering and to ensure meeting physical distancing guidelines, staff suggests the event be pared down in scope from what was originally envisioned. Two options for Council to consider are as follows:

Option 1:

Hold the event outdoors at the GVFC Fire Hall from 5-8 p.m. on September 19th with music, speakers, food vendors, and fireworks at 7:45 p.m.

Option 2:

Hold the event downtown on the front steps of Town Hall, from 5-8 p.m. on September 19th with music, speakers, food vendors, in similar fashion to the July 3rd downtown merchant's event, with fireworks at the fairgrounds at 7:45 p.m.

Veterans Parade

Regarding the Veterans Parade, staff typically begins planning for and coordinating the event in August. Staff would like to know from Council whether such planning should take place. Should Council decide to move forward with the event, staff recommends that only the parade and award ceremony be held without a reception in the Fire Hall. As a reminder, it is unlikely that marching bands will be available to participate in the parade this year as most extra-curricular school activities will not take place this fall.

STAFF RECOMMENDATION:

Staff recommends that the Fried Chicken Festival not be held until May 2021. Additionally, staff recommends that the Sesquicentennial event be held on September 19th at Town Hall as noted in Option 2 above, and that the Veterans Parade be limited to a parade and awards ceremony at the Fire Hall without an indoor reception.

Staff appreciates Council's guidance in this regard.

SAFER AT HOME: PHASE THREE

GUIDELINES FOR SOCIAL GATHERINGS

BEST PRACTICES:

In addition to the best practices in the “Guidelines for All Business Sectors” document, social gatherings should consider the following best practices:

- ✓ Post signage at the entrance that states that no one with a fever or symptoms of COVID-19, or known exposure to a COVID-19 case in the prior 14 days, is permitted in the establishment.
- ✓ Post signage to provide public health reminders regarding physical distancing, gatherings, options for [high-risk individuals](#), and staying home if sick (samples at bottom of this document).
- ✓ Social gatherings should be limited to 50% occupancy of the event space, if applicable, or 250 participants, whichever is less.
- ✓ Limit the occupancy of spaces to ensure that six feet of physical distance can be maintained between all organizers, staff, volunteers, and attendees who are not members of the same household.
- ✓ Reconfigure seating areas to allow six feet of physical distance between individuals by eliminating or closing select tables or seating areas, or by spreading them out to allow for adequate spacing.
- ✓ Ensure exits are configured to reduce the occurrence of bottlenecks at the conclusion of the event.
- ✓ Practice routine cleaning and disinfection of high contact areas and hard surfaces, including check out stations and payment pads, store entrance push and pull pads, door knobs and handles, dining tables and chairs, light switches, handrails, restrooms, guest lockers, floors, and equipment. Follow [CDC Reopening Guidance for Cleaning and Disinfection](#) and use an [EPA-approved disinfectant](#) to clean. For high contact areas (e.g., in both public and staff areas), routinely disinfect surfaces at least every 2 hours. Certain surfaces and objects in public spaces, such as point of sale keypads, should be cleaned and disinfected before each use.

- ✓ Social gatherings should not include close contact between gathering organizers, staff, and attendees not from the same household. Discontinue activities such as face-painting, temporary tattoo application, or audience participation with performers.
- ✓ Events that cannot restrict access to the general public should not take place.
- ✓ Where applicable, organizers must create a participant flow plan of modified queue lines to and within the mass gathering. Determine areas likely to become bottlenecks or pinch points and adjust participant flow accordingly.
- ✓ Where applicable, install visible markers for queue lines that separate people by six feet of physical distance. Provide physical guides to seating areas including floor decals, colored tape, or signs to indicate where attendees should not sit, stand, or congregate. Sample markers are available in the VDH Business Toolkit.
- ✓ Do not include side events as part of the gathering. These are events associated with but located outside of the formal gathering location, such as souvenir vending stations, gaming areas, petting zoos, and designated food truck areas.
- ✓ Designate a coordinator who will be responsible for identifying COVID-19 related issues and their impact on the gathering, including coordinating health preparedness for the event and emergency response planning.
- ✓ Develop an emergency and medical response plan for COVID-19. This plan should include information about how attendees should interface with the local healthcare system (who to speak with or call if they feel sick) and procedures for isolating sick attendees and reporting illnesses to event organizers. The response plan must also include a plan for organizers to notify the local health department and all participants if any exposure to COVID-19 occurs at the event.
- ✓ Develop a mitigation plan for COVID-19, to include how all requirements listed here will be met, and how guidelines and requirements will be enforced at the gathering.
- ✓ Consider limiting the duration of the gathering, especially for indoor gatherings and gatherings involving activities that would increase respiration (e.g., cheering, singing).
- ✓ Consider delaying gatherings where the target demographic is persons in high-risk populations.
- ✓ Use technology solutions where possible to reduce person-to-person interaction, including contactless payment and ticket scanning.

- ✓ Install physical barriers, such as sneeze guards and partitions, at staffed kiosks.
- ✓ All bathrooms, hand-washing stations, and portable toilets should be placed in a convenient location for use by attendees but away from congregate areas and arranged in a configuration that maintains at least six feet of physical distance.
- ✓ Provide a place for staff and attendees to wash hands with soap and water, or provide alcohol-based hand sanitizers containing at least 60% alcohol.
- ✓ Where applicable, provide best hygiene practices to employees on a regular basis, including washing hands often with soap and water for at least 20 seconds and practicing respiratory etiquette protocols. A CDC training video is available here: <https://www.cdc.gov/handwashing/videos.html>.
- ✓ Close off areas used by a sick person and do not use them until after cleaning and disinfection. Wait 24 hours before cleaning and disinfecting. If it is not possible to wait 24 hours, wait as long as possible. Ensure safe and correct application of disinfectants and keep disinfectant products away from children.
- ✓ Attendees should leave as quickly as possible following the event in order to limit contact and exposure to themselves and other attendees.
- ✓ Establish relationships with key community partners and stakeholders, such as the local health department, community leaders, hospitals, and law enforcement. Collaborate and coordinate with them on broader planning efforts for the gathering.
- ✓ Identify actions to take if the event needs to be postponed or cancelled.
- ✓ Private events may be held at venues provided they can comply with these guidelines.

RESOURCES TO PRINT AND DISPLAY:

[CDC Symptoms English](#)

[CDC Symptoms Spanish](#)

[CDC Printable Flyer English](#)

[CDC Printable Flyer Spanish](#)

[CDC Printable Flyer Chinese](#)

[CDC Printable Flyer Korean](#)

[CDC Printable Flyer Vietnamese](#)

[FDA information](#)