



**RIO DELL CITY COUNCIL AGENDA
REGULAR MEETING - 6:30 P.M.
TUESDAY, MAY 5, 2020
CITY COUNCIL CHAMBERS
675 WILDWOOD AVENUE, RIO DELL**

***WELCOME** - Copies of this agenda, staff reports and other material available to the City Council are available at the City Clerk's office in City Hall, 675 Wildwood Avenue. Your City Government welcomes your interest and hopes you will attend and participate in Rio Dell City Council meetings often.*

**SPECIAL PUBLIC HEALTH EMERGENCY ALTERATIONS TO MEETING FORMAT
CORONAVIRUS (COVID-19)**

Due to the unprecedented public health threats posed by COVID-19 and the resultant need for social distancing, changes to the City Council meeting format are required. Executive Order N-25-20 and N-29-20 from Governor Gavin Newsom allow for telephonic Council meetings of the City Council and waives in-person accessibility for Council meetings, provided that there are other means for the public to participate. Therefore, and effective immediately, and continuing only during the period in which state or local public health officials have imposed or recommended social distancing measures, the Rio Dell City Council will only be viewable via livestreaming through our partners at Access Humboldt via their YouTube channel or Suddenlink channels on Cable TV.

In balancing the health risks associated with COVID-19 and need to conduct government in an open and transparent manner, public comment on agenda items can be submitted via email at publiccomment@cityofriodell.ca.gov. Please note the agenda item the comment is directed to (example: D. Public Comments for items not on the agenda) and email no later than one hour prior to the start of the Council meeting. Your comments will be read out loud, for up to three minutes.

Meeting can be viewed through Access Humboldt's website at <https://www.accesshumboldt.net/> Suddenlink Channels 10, 11 & 12 or Access Humboldt's YouTube Channel at <https://www.youtube.com/user/accesshumboldt>. Public comments can be emailed to: publiccomment@cityofriodell.ca.gov.

- A. CALL TO ORDER
- B. ROLL CALL
- C. PLEDGE OF ALLEGIANCE
- D. CEREMONIAL MATTERS

E. PUBLIC PRESENTATIONS

This time is for persons who wish to address the Council on any matter not on this agenda and over which the Council has jurisdiction. As such, a dialogue with the Council or staff is not intended. Items requiring Council action not listed on this agenda may be placed on the next regular agenda for consideration if the Council directs, unless a finding is made by at least 2/3rds of the Council that the item came up after the agenda was posted and is of an urgency nature requiring immediate action. Please limit comments to a maximum of 3 minutes.

F. CONSENT CALENDAR

The Consent Calendar adopting the printed recommended Council action will be enacted with one vote. The Mayor will first ask the staff, the public, and the Councilmembers if there is anyone who wishes to address any matter on the Consent Calendar. The matters removed from the Consent Calendar will be considered individually following action on the remaining consent calendar items.

- 1) 2020/0505.01 - Approve Minutes of the April 21, 2020 Regular Meeting **(ACTION)** 1
- 2) 2020/0505.02 - Approve Letter to the Governor Regarding State Financial Assistance to Small Local Governments and Authorize Mayor to sign **(ACTION)** 10

G. ITEMS REMOVED FROM THE CONSENT CALENDAR

H. REPORTS/STAFF COMMUNICATIONS

- 1) 2020/0505.03 - City Manager/Staff Update 13
- 2) 2020/0505.04 - Discussion and Possible Action on City Engineering Projects **(RECEIVE & FILE)** 16

I. SPECIAL CALL ITEMS/COMMUNITY AFFAIRS

- 1) 2020/0505.05 – 2020/0505.05 - Update on COVID-19 Local Health Emergency and Reopening Strategy **(DISCUSSION)** 37

J. ORDINANCES/SPECIAL RESOLUTIONS/PUBLIC HEARINGS

K. COUNCIL REPORTS/COMMUNICATIONS

L. ADJOURNMENT

*The next regular City Council meeting is scheduled for
Tuesday, May 19, 2020 at 6:30 p.m.*

**RIO DELL CITY COUNCIL
REGULAR MEETING MINUTES
APRIL 21, 2020**

The regular "virtual" meeting of the Rio Dell City Council was called to order at 6:30 p.m. by Mayor Garnes.

ROLL CALL: Present: Mayor Garnes, Mayor Pro Tem Woodall, Councilmembers Johnson, Strahan, and Wilson

Others Present: City Manager Knopp, Chief of Police Conner, Interim Finance Director Dillingham, Community Development Director Caldwell, Water/Roadways Superintendent Jensen, Wastewater Superintendent Taylor, and City Clerk Dunham

PUBLIC PRESENTATIONS

City Clerk Dunham reported that there were no online public comments received.

CONSENT CALENDAR

Mayor Garnes asked if any councilmember, staff or member of the public, would like to remove any item from the consent calendar for separate discussion.

Councilmember Wilson removed Consent Calendar item 2; Councilmember Strahan removed item 3.

Motion was made by Woodall/Johnson to approve the consent calendar including approval of Minutes of the April 7, 2020 Regular meeting. Motion carried 5-0.

ITEMS REMOVED FROM THE CONSENT CALENDAR

Approve Resolution No. 1451-2020 Awarding the 2020 Asphalt Maintenance Project to Hooven Co., Inc., Committing to the 2020 Regional Slurry Seal Project and Amending the FY 2019/2020 Budget

Councilmember Wilson asked if the slurry seal bid amount was a confirmed number.

City Manager Knopp explained that it was a confirmed amount and that staff had been working with the City of Fortuna on a regional bid for street slurry sealing over the past couple of years. He noted that the project experienced some delays outside of the control of the City but the total amount of \$127,620 for the base bid and three additive alternatives as recommended would move the project forward.

Approval of Letter to the Housing and Community Development Department Related to CARES Act CDBG Funds

Councilmember Strahan referred to the staff report where it mentioned funding for “non-entitlement jurisdictions” and asked for clarification of that term.

City Manager Knopp explained that non-entitlement jurisdictions are those cities in California with populations of less than 50,000 which means the City qualifies for the CARES Act CDBG dollars.

Mayor Pro Tem Woodall asked for clarification of the 50% rule.

Community Development Director Caldwell reviewed the methods in determining the allocation as explained on page 2 of the staff report and said that he was not sure which category the City would fit into. He agreed to look into it and report back to the Council.

Motion was made by Wilson/Woodall to approve Resolution No. 1451-2020 awarding the 2020 Asphalt Maintenance Project to Hooven Co., Inc, committing to the 2020 Regional Slurry Seal Project and amending the FY 2019-2020 budget; and approve the letter to the Housing and Community Development Department related to CARES Act CDBG Funds. Motion carried 5-0.

REPORTS/STAFF COMMUNICATIONS

City Manager/Staff Update

City Manager Knopp provided highlights of the staff report and said that over the last couple of weeks staff issued an Every Door Direct Mailing (EDDM) related to the Census, updated the LED sign to remind people to complete their census survey, and noted that there is free Wifi outside the library for people needing access to fill out their census forms online; a banner was installed thanking essential workers; there was a ramp up on the Volunteer Corp; and commented that staff was able to secure Grade A hand sanitizer which would be distributed to the community once the fillable bottles are received.

Mayor Pro Tem Woodall referred to the hand washing station at the Community Bulletin Board area and asked if anyone was maintaining the station.

City Manager Knopp noted that the company that brought in the hand washing station comes every Friday and services it.

Councilmember Wilson asked what PHL stands for.

City Manager responded that it refers to the Public Health Officer and reported that there has been very good results with regard to voluntary compliance of orders from the public health department so enforcement may not be necessary.

Councilmember Johnson questioned the status of water and sewer revenue.

Interim Finance Director Dillingham commented that with the current billing cycle, the normal number of late notices were sent out and said that she would monitor the revenue and report back to Council at the end of the billing cycle.

Mayor Garnes asked for an update on the assaults that occurred over the weekend.

Chief Conner reported that things were relatively crazy with regard to the homeless population with two serious assaults occurring over the weekend. He noted that two men were taken to the hospital by ambulance. They also received numerous calls from citizens reporting homeless persons in the Edwards Dr. area causing noise and disturbances. He and Sergeant Beauchaine walked the trails in the area and discovered one camp that they were previously unaware of. They spoke to a man camped at the location known as "Stoners Stump" which happened to be one of the victims of an assault that happened the next day near Rigby and Davis St. There was another assault that took place at the south end of the Eagle Prairie Bridge on Sunday night between a very intoxicated woman and another woman. He added that Officer Fielder spoke with the Resource Center and learned that there are three times more homeless people in Rio Dell than there were six months ago.

Councilmember Wilson asked if the gate to the river at Edwards Dr. is locked at night.

Chief Conner indicated that they had been locking the gate for the past week and a half and that he had unlocked it the past four mornings.

Councilmember Strahan referred to the Community Development Department report regarding letters to local businesses regarding financial assistance and asked if the letter went out and if there were any responses.

Community Development Director Caldwell commented that the letters did go out.

City Manager Knopp indicated that no responses were received yet and that three separate letters went out in March and April and that copies were put in councilmembers mailboxes.

Councilmember Wilson requested copies of the letters be scanned and emailed to Councilmembers rather than putting them in their mailboxes at City Hall.

Councilmember Strahan asked how the businesses are doing.

City Manager Knopp said that staff would be increasing outreach efforts to the businesses and noted the subject would be discussed towards the end of the agenda.

SPECIAL CALL ITEMS/COMMUNITY AFFAIRS

Discussion on Loan Forbearance Request to State

City Manager Knopp provided a staff report and said the Council authorized staff and the Mayor to issue a letter to the State requesting forbearance on the water and sewer loans. If approved, the savings would be transferred to the ratepayers with a potential 33% reduction in rates. He noted that staff has been working with the State and has sent them audit reports and other information. He commented that staff would have more of an update at the next meeting.

Discussion on Measure Z and Possible Issuance of Letter to County Board of Supervisors

City Manager Knopp began by stating that staff sent a copy of the draft letter to the Council via email and asked councilmembers to take a moment to review the letter. He reported that on April 14th the County Board of Supervisors met to go over Measure Z recommendations. According to the methodology from the Measure Z committee, the City's request fell outside of available funding so no funding was allocated for Rio Dell. The County budget is still being reviewed and Supervisor Fennell assured staff that she would look into possible funding for Rio Dell. He commented preserving funds for City revenue has been in decline for the past couple of years and that, coupled with the COVID-19 situation, it is unlikely that the position of the Board of Supervisors will be reconsidered.

Councilmember Strahan asked if the City submitted an actual request for Measure Z funding.

City Manager Knopp said that the City actually submitted two applications, one for continued funding for the part-time clerical position in the Police Department and one for a patrol vehicle noting that the vehicle fell farther down the list. He said that he understood that the committee recommended the clerical position be funded but based on the Measure Z revenue, it fell short of hitting that marker. He noted that in the prior year they reduced each funding request by a certain percentage to provide funding for some of the smaller requests however, this year they did not do that thus making it either "all or nothing."

He further explained that since 2015 when the City first started receiving Measure Z funding, the City has taken in \$123,723 for the police department. In addition, the .05% sales tax generated \$513,777 in Rio Dell which went back to the County. Now that .05% goes entirely to the County for redistribution. He pointed out that the City does benefit with services from the District Attorney's office, and with the allocation to the Rio Dell Fire District. He commented that what is unusual is that Rio Dell Police Department is the only law enforcement agency that made a request for funding that was denied; the letter basically just points that out.

Mayor Garnes suggested the words "and the citizens of Rio Dell" be added to the last sentence of the letter related to the lack of respect to the Police Department.

Mayor Woodall asked if money was allocated to something in Trinity County.

Chief Conner explained that two agencies were funded; one through the Fire District's collaborative grant and for Southern Trinity Rescue who does provide some services to Humboldt County. In addition, the Ruth Lake Fire District was included in the Humboldt County allocation with the rationale that property owners in that area live in Humboldt County.

Councilmember Wilson expressed his disappointment for not receiving funding this year but noted that the revenue is not where it was and that the County has a lot of buckets to fill.

Councilmember Strahan agreed and pointed out that the County is looking into potential grants and said that they were not happy they could not allocate funds to the City.

Mayor Garnes commented that they changed the formula for allocating Measure Z funding making it "all or nothing." She noted that Supervisor Fennell did say that she would look at other funding options.

Chief Conner explained that for the 2018-2019 funding cycle, proposals were reduced by 10% and last funding cycle proposals were automatically reduced by 40%. He noted that for some of the larger proposals, it was significant which is why they decided not to reduce the requests this year.

Motion was made by Woodall/Strahan to approve issuance of the letter to the County Board of Supervisors with the modification to add "and the citizens of Rio Dell" to the last sentence of the letter. Motion carried 5-0.

Update on Coronavirus (COVID-19)

City Manager Knopp provided a staff report and explained that in light of COVID-19, the City began taking actions on March 11, 2020 with the cancellation of the League of California Cities Redwood Empire Division meeting. In addition, staff has implemented a number of changes including Zoom meetings and work-at-home implementation for some staff. He noted that the Continuity of Government Plan was updated, the physical setup of City Hall was updated, staff participated in conference calls on various aspects of COVID-19, and closed the front counters at City Hall and the Police Department. He commented that based on an announcement from the Sheriff's office this afternoon, staff will be looking at potentially reopening City Hall and the Police Department.

He also reported that staff issued several Every Door Direct Mailers (EDDM's) including two newsletters, three letters to local businesses, and a notice related to the non-shutoff of water for non-payment. He noted that obviously the shelter-in-place orders have been effective in Humboldt County. It does appear that potentially there will be lightening of restrictions in early May in that regard, in combination with tightening restrictions in terms of face masks and social distancing.

The City will be guided by the Public Health Officer and the Governor's executive orders

which staff will be watching very closely. He encouraged everyone to go to the County's Humboldt Health Alert website noting that the City does not have access to unique information.

Councilmember Strahan commented that on the Humboldt Health Alert website was a notice regarding mandatory wearing of face masks.

ORDINANCES/SPECIAL RESOLUTIONS/PUBLIC HEARINGS

Approve Resolution No. 1450-2020 Establishing a Business Resiliency Emergency Loan Program

City Manager Knopp provided a staff report and said that the idea is to try and put as many options on the table for businesses as possible and in monitoring specifically Fortuna and Arcata, they have implemented similar emergency programs and more are expected with the process potentially moving towards a more regional program. Under this program, the loans would be administered through Redwood Region Economic Development Commission (RREDC) with potential leverage of additional funds through the Headwaters Fund and Humboldt Area Foundation. He noted that RREDC has processed eighteen of these loans in a relatively short amount of time.

Greg Foster from RREDC provided background on the program and explained that what Rio Dell is proposing closely resembles what they are doing with Fortuna. When COVID-19 first started, RREDC immediately began putting together an emergency loan program with use of reserves. The basic parameters is that it is a bridge loan and if the business is receiving some sort of Small Business Administration (SBA) loan, they will be offered a 2.5% interest loan with a 6-month payment deferral with a 5-year payoff after that. All businesses are required to participate and register with the Small Business Loan Center to be eligible.

He said that they were able with their existing relationships with the Humboldt Area Foundation and the Headwaters Fund, to modify the contracts with them and allow them to make loans by splitting them into three participations. The entities would place their funds with RREDC and they would administer the loan program.

Fortuna contacted RREDC and said that they would like to offer loans to their businesses. RREDC suggested they go through them because they are countywide and already have other funds and they can leverage their dollars 3 to 1. Fortuna contributed \$150,000 and with leveraged funds, it is now \$600,000 available for business loans.

He explained that regardless if Rio Dell participates with RREDC or not, they can still make loans to Rio Dell businesses should they receive applications but without Rio Dell's participation, it would not get 3 to 1 leveraging of funds. With Rio Dell's participation, there would be the leveraging of funds and it would reduce the City's risk. RREDC would track the loans and as payments are made, those interest and principal payments are remitted back to

the City.

Mr. Foster said that they would be taking liens against the businesses as their risk profile is higher with this particular program.

City Manager Knopp commented that the City Council established a \$300,000 Economic Development Fund with an approved expenditure of \$45,000 in the current budget. The proposed resolution brings that amount to \$50,000 for establishment of a Business Resiliency Loan Program.

Mayor Pro Tem Woodall asked how many businesses in Rio Dell would qualify for these loans.

City Manager Knopp said he believes the demand would be relatively low due to the size of the City but staff would have a better idea after the businesses receive the mailer and staff makes direct phone calls.

Mayor Pro Tem Woodall questioned the staff report where it stated that the funds could only be used for businesses physically located in Rio Dell however, the Resolution as written would allow the City Manager the authority to modify the program to include regional elements as they develop and are in the interests of Rio Dell economically. Specifically, she wanted to know what business not in Rio Dell might be of interest to the City economically.

Mr. Foster explained that the same language was in Fortuna's proposal as they were looking for discretion due to outlying area businesses. He explained that should a business outside Rio Dell apply, he would clear it with the City first.

City Manager Knopp said one potential business of interest might be Palco Pharmacy since it is the only pharmacy within 5 miles of the City.

Councilmember Wilson felt the City Council should have a strong voice in the decision to approve loans out of the City, not just the City Manager.

Councilmember Strahan agreed and said that the City Council should have a voice under all circumstances and that loans should be given to established businesses, not new businesses trying to come into Rio Dell.

Mr. Foster explained that loans would be given to successful businesses that need funding due to the COVID-19 crisis. Loans would not be given to those businesses that have a record of losses.

Councilmember Johnson expressed his trust in the City Manager to have the authority to modify the program to include regional elements as they develop and are in the interest of

Rio Dell economically.

Councilmember Wilson commented that he is not questioning the City's Manager's judgment but with the limited resources of the City felt that the City Council as well as the Community Development Director should be involved in making the decisions as a whole. He said that he also has confidence with RREDC to administer the loan program. His concern was only with respect to the out of town businesses. With regard to local businesses, supported the City Manager and the Community Development Director having the authority to approve those loans.

Mayor Pro Tem Woodall agreed with Councilmember Johnson and noted that she spoke to the City Manager about the program and feels comfortable giving him the authority as stated in the resolution.

Mayor Garnes stated that she has confidence in the City Manager to make the decisions but was skeptical about putting money into businesses outside Rio Dell. She suggested boundaries be established such as from Moore Feel to Scotia with assurance that the money would not go to support businesses in Fortuna or beyond. She pointed out that the City was already donating to the County through Measure Z.

City Manager Knopp suggested the option of modifying the resolution to say that the City Manager would seek City Council approval for any loans outside city limits.

Councilmember Strahan asked if the City were to contribute \$50,000 to the program, if it would be set aside specifically for Rio Dell businesses.

Mr. Foster explained that the City would enter into an agreement with RREDC identifying the City's contribution and those funds would be tracked separately and set aside specifically for Rio Dell.

Councilmember Strahan commented that the Council previously approved a loan for \$30,000 and asked if the \$50,000 is in addition to that.

Councilmember Wilson explained that the City set aside a total of \$300,000 for Economic Development with an approved expenditure of \$45,000 in the current budget.

City Manager Knopp further explained that the \$45,000 was set aside to expand the economic base of the City but none of those funds had been spent to date. As such, the \$45,000 and an additional \$5,000 would be allocated from the Economic Development Fund for a total of \$50,000 to go to establish the Business Resiliency Emergency Loan Program.

Motion was made by Wilson/Garnes to approve Resolution No. 1450-2020 Establishing a Business Resiliency Emergency Loan Program with a modification to the resolution to say

that the City Manager would seek City Council approval for any loans outside city limits. Motion carried 5-0.

COUNCIL REPORTS/COMMUNICATIONS

Councilmember Wilson reported that the last meeting of the Humboldt Waste Management Authority (HWMA) was held using the same Zoom meeting format as the City and Redwood Region Economic Development Commission (RREDC) would be using the same meeting format for this week's meeting. Overall, the Zoom meetings were working out nicely.

He mentioned that some of the local businesses such as CC Market are criticized that their prices are too high which is not the case. He said that he would like to see them succeed and encouraged everyone to support local businesses. He pointed out that you might pay a little more than Costco but you don't have to drive to Eureka.

Councilmember Strahan announced that the HCAOG meeting scheduled for April 16, 2020 was cancelled.

Mayor Garnes thanked staff for doing a superb job during this pandemic.

Councilmember Strahan commented that Governor Newsom is asking that Sales Tax payment be held and asked staff to estimate the impact to the City. She asked for a report on the last two year's revenue.

Interim Finance Director Dillingham said she would provide that information to the Council.

ADJOURNMENT

Motion was made by Johnson/Wilson to adjourn the meeting at 7:50 p.m. to the May 5, 2020 regular meeting. Motion carried 5-0.

Debra Garnes, Mayor

Attest:

Karen Dunham, City Clerk



*Rio Dell City Hall
675 Wildwood Avenue
Rio Dell, CA 95562
(707) 764-3532
cityofriodell.ca.gov*

May 5, 2020

TO: Rio Dell City Council

FROM: Kyle Knopp, City Manager

SUBJECT: Approval of Letter to the Governor Regarding State Financial Assistance to Small Local Governments

IT IS RECOMMENDED THAT THE CITY COUNCIL:

Authorize the Mayor to sign.

BACKGROUND AND DISCUSSION

Cities across California remain on the front line helping residents stay safe and in their homes, delivering emergency services, and supporting their local businesses and community organizations. As emergency costs continue to grow, some city revenues are declining. There is significant concern that funds set aside by the President for local governments will be absorbed by the State and not be distributed to cities and counties smaller than the 500,000 population threshold set under the CARES Act.

The League requests that cities urge the Governor to:

1. Establish at least a \$7 billion city revenue stabilization fund for direct aid to all cities to address the general revenue shortfall over the next two fiscal years;
2. Allocate a share of the State's \$8.4 billion CARES Act funding for cities with populations under 500,000 to support COVID-19 expenses; and
3. Create a COVID-19 financing vehicle that all cities can access to support immediate cash flow needs.

In the attached letter, staff has additionally included a reiteration of the City's request regarding water and wastewater loan forbearance.

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*Rio Dell City Hall
675 Wildwood Avenue
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(707) 764-3532
cityofriodell.ca.gov*



April 30, 2020

Honorable Gavin Newsom
Governor, State of California
State Capitol
Sacramento, CA 95814
VIA E-mail: ExternalAffairs@gov.ca.gov

Dear Governor Newsom:

The City of Rio Dell thanks you for your leadership and efforts to protect and support Californians during this unprecedented public health crisis. Cities remain on the front line helping residents stay safe and in their homes, delivering emergency services, and supporting local businesses and community organizations. However, as emergency costs continue to grow, city revenues to fund local services are plummeting. COVID-19 is having impacts on city budgets and services statewide.

The City of Rio Dell is calling on you to immediately support the following actions:

- Advocate for water and wastewater loan forbearance for municipalities like Rio Dell with the State Water Resources Control Board.
- Establish at least a \$7 billion city revenue stabilization fund for direct aid to all cities to address the general revenue shortfall over the next two fiscal years;
- Allocate a share of the State's \$8.4 billion CARES Act funding for cities with populations under 500,000 to support COVID-19 expenses; and
- Create a COVID-19 financing vehicle that all cities can access to support immediate cash flow needs.

We appreciate your consideration of our requests and look forward to further discussion in the coming days how together we can continue to best protect Californians and reopen our economy. Thank you again for your leadership and partnership during these uncertain times.

Sincerely,

Debra L. Garnes
Mayor
City of Rio Dell

Cc: Senator Mike McGuire
Assembly Member Wood
Sara Sanders, League of California Cities, Regional Public Affairs Manager,
sanders@cacities.org
Meg Desmond, League of California Cities, cityletters@cacities.org



Staff Update – 2020-05-05

City Council

City Manager

Discussions with Food For People re: use of Rio Dell Volunteer Corp for food distributions

Discussions with Interim Finance Director on financial impacts of COVID-19

Conference Call with PG&E regarding the islanding of Humboldt County during PSPS events

Advertising for Business Resiliency Loan Program

Additional Questions from SWRCB on Loan forbearance request

Work on Contract for maintenance paving

Discussion and development of “Shovel Ready” projects

2020-21 budget work

Discussion on Rio Dell homeless surge with Resource Center

City Clerk

City Attorney

Human Resources, Risk & Training

Finance Department

Public Works Water

Public Works Wastewater

Public Works Streets, Buildings and Grounds

Public Works City Engineer

Public Works Capital Projects

Police Department

The Department had the following statistics for the period of April 15, 2020 to April 28, 2020. This period of time saw an average number of calls for service, an above average number of reports, and an average number of arrests compared to last year. The onset of the Covid-19 pandemic as caused the



department to be less proactive. The increase in calls for service, reports and arrests during the shelter in place order suggests that a portion of the community is no longer abiding by the order and may be taking advantage of the jail not being able to accept prisoners for most crimes. The summation of Calls for Service is greater than the total as multiple officers can now be assigned to the same call for service.

Officer	Calls for Service	Reports	Arrests
Conner	31	4	4
Beauchaine	39	6	0
Landry	30	3	1
Mitchell	37	9	5
Valk	10	1	1
Fielder	16	0	0
Totals	151	23	11
Averages	10.8 per day	11.5 per week	5.5 per week
2019 Yearly Average	6.4 per day	10.3 per week	4.6 per week

Calls or Service at 355 Center Street

Type	Date	Time	Location	Primary Unit	Case #
WELFARE	4/18/2020	11:19:37	355 CENTER ST	6S1	
242	4/18/2020	18:15:01	355 CENTER ST	R613	20-0000145
OUTAMB	4/22/2020	0:06:59	355 CENTER ST	R613	
FU	4/22/2020	16:30:52	355 CENTER ST	6A1	
VI	4/22/2020	23:42:20	355 CENTER ST	R613	
OUTAMB	4/24/2020	1:53:28	355 CENTER ST	R613	

During the period April 15, 2020, to April 28, 2020, there were six calls for service related to animal control issues. One dog and one cat were transported to Miranda's Rescue during this reporting period. Officer Landry took control of a very large, but very friendly, chocolate Lab at 0230 hours on April 19. As it was not possible to take the dog to Miranda's that night, she took the dog home. The owner contacted the Department later that morning and Kona was returned to his home.

On April 19th, Chief Conner assisted the Fortuna Police Department in the apprehension of a man who was in an altered state. He was then dispatched to an altercation on the riverbar near the foot of Edwards. He was accompanied by a CHP officer who had been in Fortuna to assist with the multiple calls that were taking place there. As Chief Conner cleared the riverbar, he was dispatched to a fight in progress at the north end of the Eagle Prairie Bridge. He was again accompanied by the CHP officer. In addition, the Fortuna Police Department sent two units to assist and Officer Mitchell came on duty just as the fight broke out. A total of five officers and the fire department responded to the call, which turned out to be a physical altercation between an intoxicated, transient woman, who confronted a high school student who was performing community service by assisting the homeless. The intoxicated woman was arrested for being drunk in public and transported to the jail where she could sober up. This call was unusual only for the number of officers who responded.



Early in the morning on April 20th, a homeless man was assaulted on Edwards near the gate. The man claimed that he was approached by three men he did not recognize who confirmed his identity and then “jumped” him. The homeless man suffered significant injuries and was transported by ambulance to the hospital. The identity of his assailants or their motive is not known.

Later that night, a second homeless man was assaulted. This attack was on the riverbar near the foot of Edwards. The victim was familiar with his assailants, but would not tell Officer Mitchell who they were. The motive appeared to be retribution for a theft that the suspects believed had been committed by the victim. This victim also suffered significant injuries including a broken nose and a concussion. He was also transported to the hospital by ambulance.

On April 21st, the Department served a search warrant at an address on First Avenue. The suspect was taken into custody and booked for assault with a dangerous weapon, terrorist threats, and brandishing a firearm. The house was searched and three firearms were seized. The firearm believed to have been used in the assault was not located, but magazines and ammunition for it were seized.

On April 26th, Officer Mitchell responded to a structure fire on Berkeley Street. The fire started in proximity to a generator that may or may not have been running and a disabled pickup truck. The fire then spread to an outbuilding. The structure, the truck and the generator were all destroyed in the fire. The cause of the fire is still under investigation and arson has not been eliminated.

Code Enforcement

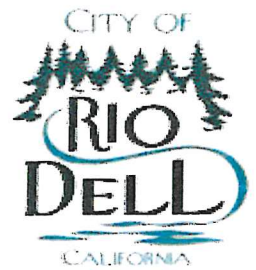
During the period of April 15, 2020 through April 28, 2020, the Department did not open any new junk vehicle cases and closed three. The vehicles in the closed cases were all removed/moved by the owners. There were eight open cases at the end of the time period that this report covers.

During the period of April 15, 2020, to April 28, 2020, the Department opened a new case for solid waste on Ash Street. However, the conditions on the property have improved considerably since the complaint from the landlord was received. There were 57 open cases at the end of this reporting period.

Community Development Department

Intergovernmental

Humboldt-Rio Dell Business Park



*Rio Dell City Hall
675 Wildwood Avenue
Rio Dell, CA 95562
(707) 764-3532
cityofriodell.ca.gov*

May 5, 2020

TO: Rio Dell City Council

FROM: Kyle Knopp, City Manager

SUBJECT: Discussion and Possible Action on City Engineering Projects

IT IS RECOMMENDED THAT THE CITY COUNCIL:

Receive the presentation and provide direction to staff, if any.

BACKGROUND AND DISCUSSION

The City's engineering firm, GHD, will provide an update on projects for the City. Of particular interest is the City's ATP project currently under construction. Also of interest is the next round of Active Transportation Grants and planning for grant submission.

Attached is the draft Powerpoint for the presentation as well as a draft scope for work to prepare the next ATP application.

///



April 28, 2020

Kyle Knopp, City Manager
City of Rio Dell
674 Wildwood Avenue
Rio Dell, CA 95562

Sent Via Email

Re: Grant Writing Support Proposal – Eel River Riparian Trail

Dear Client:

GHD is pleased to provide this proposal for grant writing services to assist Rio Dell in acquiring funding for the Eel River Riparian trail. Our team includes staff with experience spanning all four prior cycles of the Caltrans Active Transportation Program (ATP).

The application and guidelines for ATP Cycle 5 have recently been released, and our team has thoroughly reviewed the updated requirements. Our staff continue to monitor developments, and have been in contact with Caltrans staff since application release to clarify requirements. We will use our in-depth knowledge to help you hone your application approach, and craft a competitive application.

This proposal outlines how GHD will work with the City to determine the most competitive grant application approach, and to develop and craft an ATP application to further the work completed on the Eel River Riparian Trail.

We are flexible in our approach, and welcome the opportunity to tailor this proposal to best suit the needs of the City. Please let us know if you would like to discuss the proposal, and we will be happy to work with you to find the most suitable approach.

Best Regards,

Rebecca Crow, PE
Senior Civil Engineer
Project Manager

Kendra Ramsey
Active Transportation Project Manager



- Health Analysis: GHD will prepare a Health Analysis for the project area to describe the current health status of the project area, and the anticipated benefits of the project, especially with consideration to disadvantaged communities.
- Part C: Application Attachments. In addition to the narrative development for Parts A and B, GHD will utilize work completed on the project by GHD and/or the City to develop the following required attachments:
 - Project Programming Request
 - Engineer's Checklist
 - Project Plans (Cross-Section)
 - Project Cost Estimate

The City will be responsible for compiling the following attachments:

- Application Signature Page
- Letters of Support
- Confirmation of CCC Coordination
- Existing Conditions Photographs
- Documentation of Community Support

Task 2 Deliverables:

- *Letter of Support Template*
- *Application Part A*
- *Application Part B*
- *Application Attachments*

2. Draft and Final Application

2.1 Draft Application

GHD will prepare a Draft Application for the City to review. This package will include all materials and attachments.

2.2 Final Application

GHD will revise the Draft Application according to one set of consolidated, internally-consistent comments received from the City. We assume that the City will collect required signatures, and submit the final application by email and hardcopy, as required.



Project Schedule

Based on the currently anticipated timeline for release of the ATP application and deadline for submission, our draft schedule for completing the ATP application is shown below:

ATP Schedule

Date	Task
March 26, 2020	Release of ATP Application
May 15, 2020	Application Kick-Off Call
May 30, 2020	Pre-Application, Data Compilation
July 15, 2020	Draft Application to City of Rio Dell
August 1, 2020	City provides comments to GHD
September 15, 2020 (anticipated)	Application Due

Project Budget

Our proposed budget is outlined by work task; staff rates will be as stated within the existing contract. Preparation of one ATP application is proposed at \$5,500.

Task	Description	Budget
1. Application Preparation	Part A and Part B	\$4,000
	Attachments	\$500
2. Draft and Final Application	Draft and Final Application	\$1,000
Total		\$5,500

Optional Tasks Budget

Our proposed budget for optional tasks is outlined below. Application Compilation and Submission is shown as an estimated labor cost only; direct expenses will be billed at cost.

Task	Description	Budget
3. Optional Tasks	Outreach	\$1,000
	Application Compilation and Submission	\$1,000
Total		\$2,000

City Engineer Update

- **Transportation**
 - Rio Dell Safety Improvement and Community Outreach Project
 - Eel River Riparian Recreation Trail
- **Water System**
 - Drinking Water SRF Planning Project
- **Wastewater System**
 - Sanitary Sewer Evaluation Study Scope
- **Planning for Potential Stimulus Dollars**



Safety and Community Outreach Project

Overview of Proposed Improvements Background

In October 2015, the City was awarded ***\$1.533 M** of ATP Cycle 2 funds for the project (1 of 6 Humboldt County projects totaling \$6.7 M)

PA&ED (Project Approval & Environmental Documentation)	COMPLETE	• \$80,000
PS&E (Plans, Specifications & Estimates)	COMPLETE	• \$140,000
Right-of-Way	COMPLETE	• \$100,000
Construction	Started 4/27 to be Completed 7/24	\$1,177,000
Non-Infrastructure	Oct '19 – Dec '21	• \$36,000

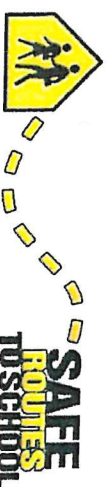
* No city match funds are anticipated



Safety and Community Outreach Project

- **Begin Construction – Summer 2020**
 - Construction Started Monday April 27th.
 - Contractor currently required to complete by July 24, 2020.
 - Mercer Fraser Awarded Contract.
 - Bids came in under budget and there are funds for addition improvements

Item	Cost
Base Bid	\$759,290.50
Additive Bid Items	\$203,029.09
Total	\$962,319.59
Construction Allocation	
Remaining Funds	



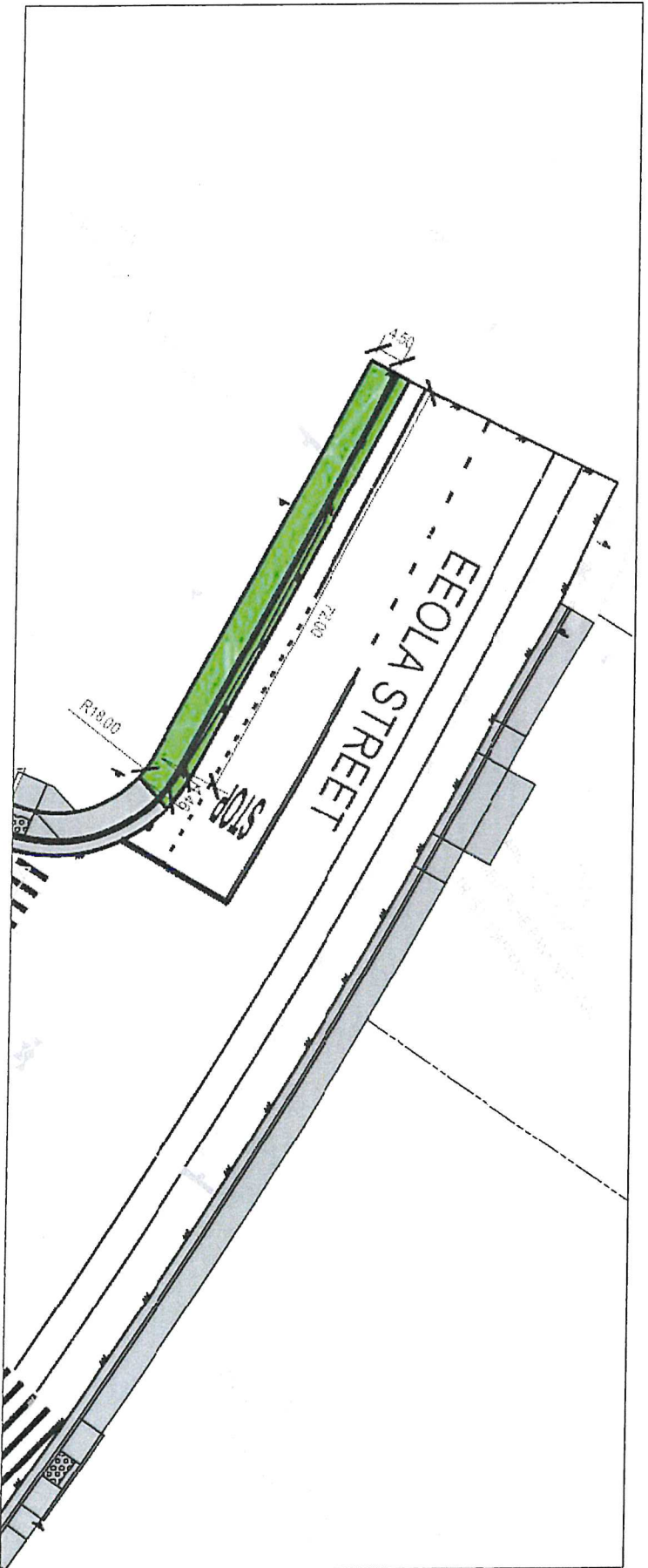
Description	Unit	EEOLA	LIBRARY	DAVIS RAMPS	DAVIS SIDEWALKS	WILDWOOD @ PAINTER	Unit Cost
Miscellaneous Demolition and Removal	LS	(1) \$1,509	(1) \$10,626	(1) \$12,393	(1) \$11,493	(1) \$13,851	
Minor Concrete (T Type A1-6 Curb)	LF			(122) \$4,850	(337) \$14,154	(56) \$2,240	\$40
Minor Concrete (T Type A2-6 Curb)	LF	(78) \$3,276	(40) \$1,680	(26) \$1,892	(1377) \$12,393	(4464) \$40,176	\$42
Minor Concrete (4-inch thick, sidewalks)	SF	(347) \$3,123	(3462) \$31,158	(1320) \$11,800	(2080) \$49,920	(125) \$3,000	\$9
Minor Concrete (6-inch thick, curb ramps and driveways)	SF			(302) \$7,248			\$24
Detectable Warning Surface	SF			(72) \$5,184			\$47
Reset Mailboxes	EA				(1) \$550		\$550
Adjust Utility Cover/Box to Grade	EA				(12) \$8940	(1) \$745	\$745
Sidewalk Underdrain	EA				(1) \$1,800		\$
Subtotal		\$2,908	\$43,464	\$4,617	\$49,250	\$60,612	



City of Rio Dell SRTS Safety and Community Outreach Project



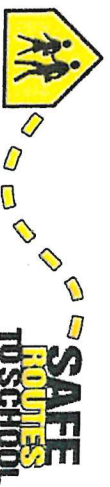
Safety and Community Outreach Project



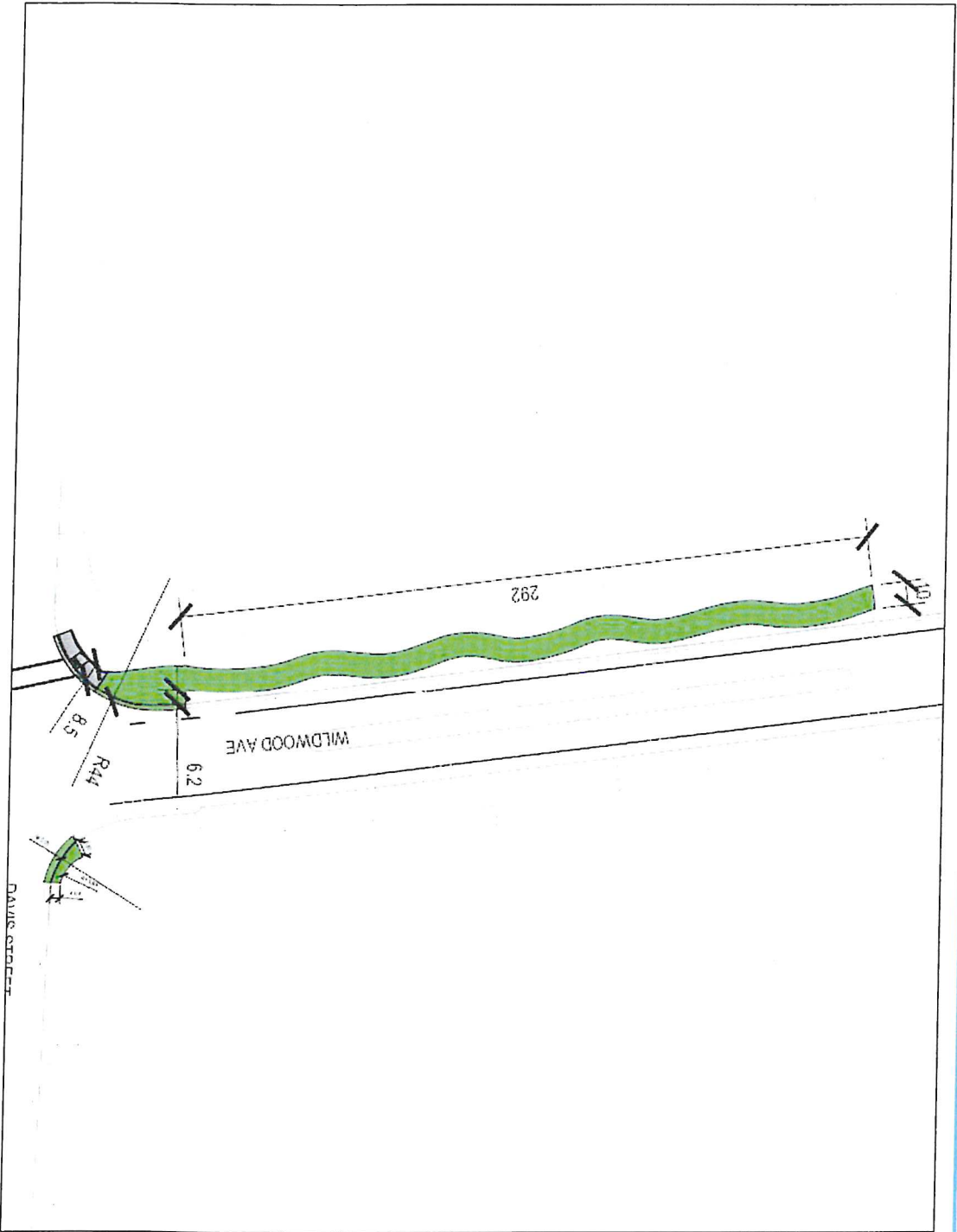
Eeola Street



City of Rio Dell SRTS Safety and Community Outreach Project



Safety and Community Outreach Project

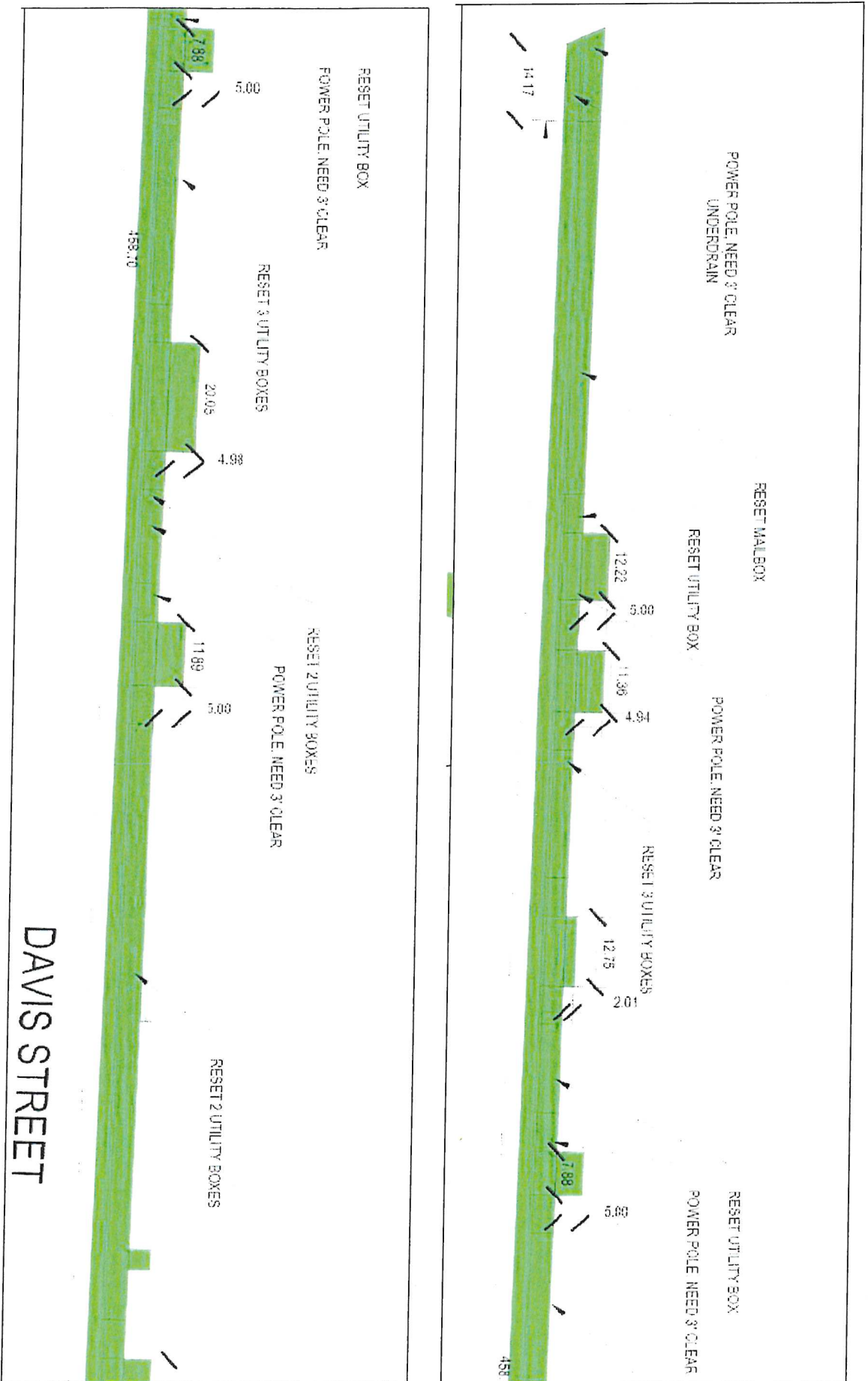


Library



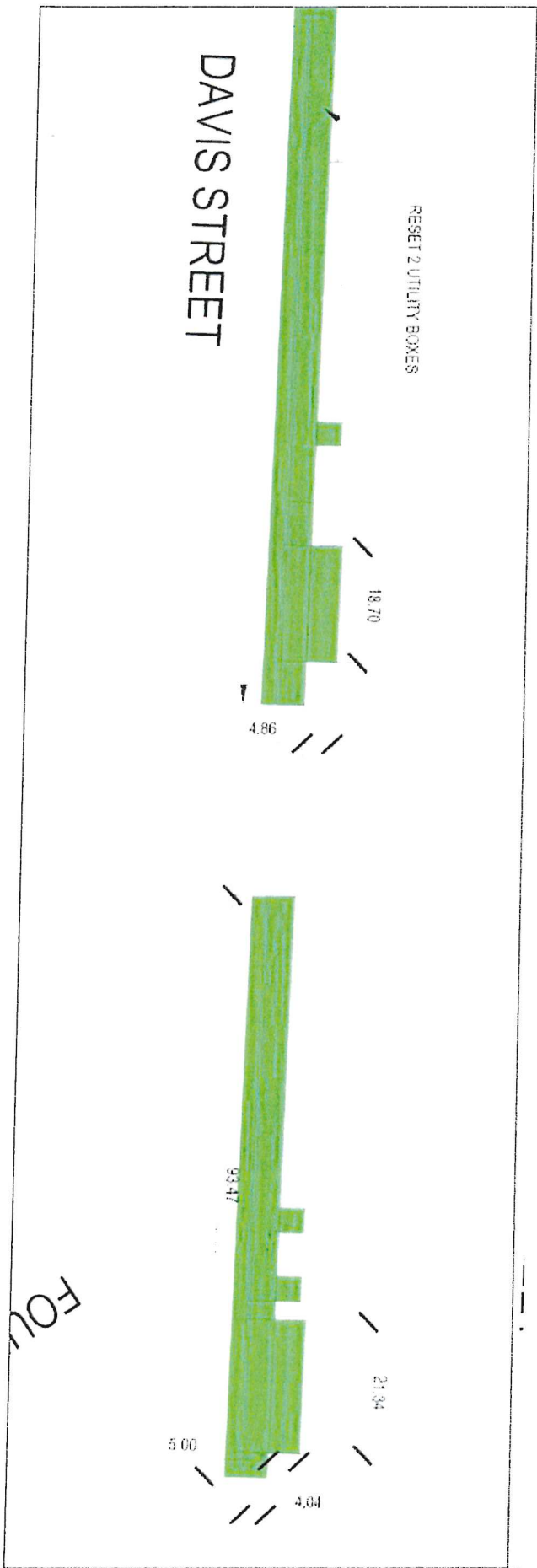
Project

Safety and Community Outreach Project



Davis Sidewalk (1 and 2 of 3)

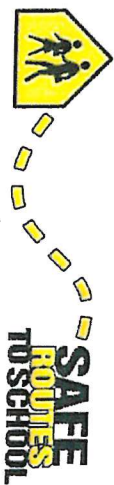
Safety and Community Outreach Project



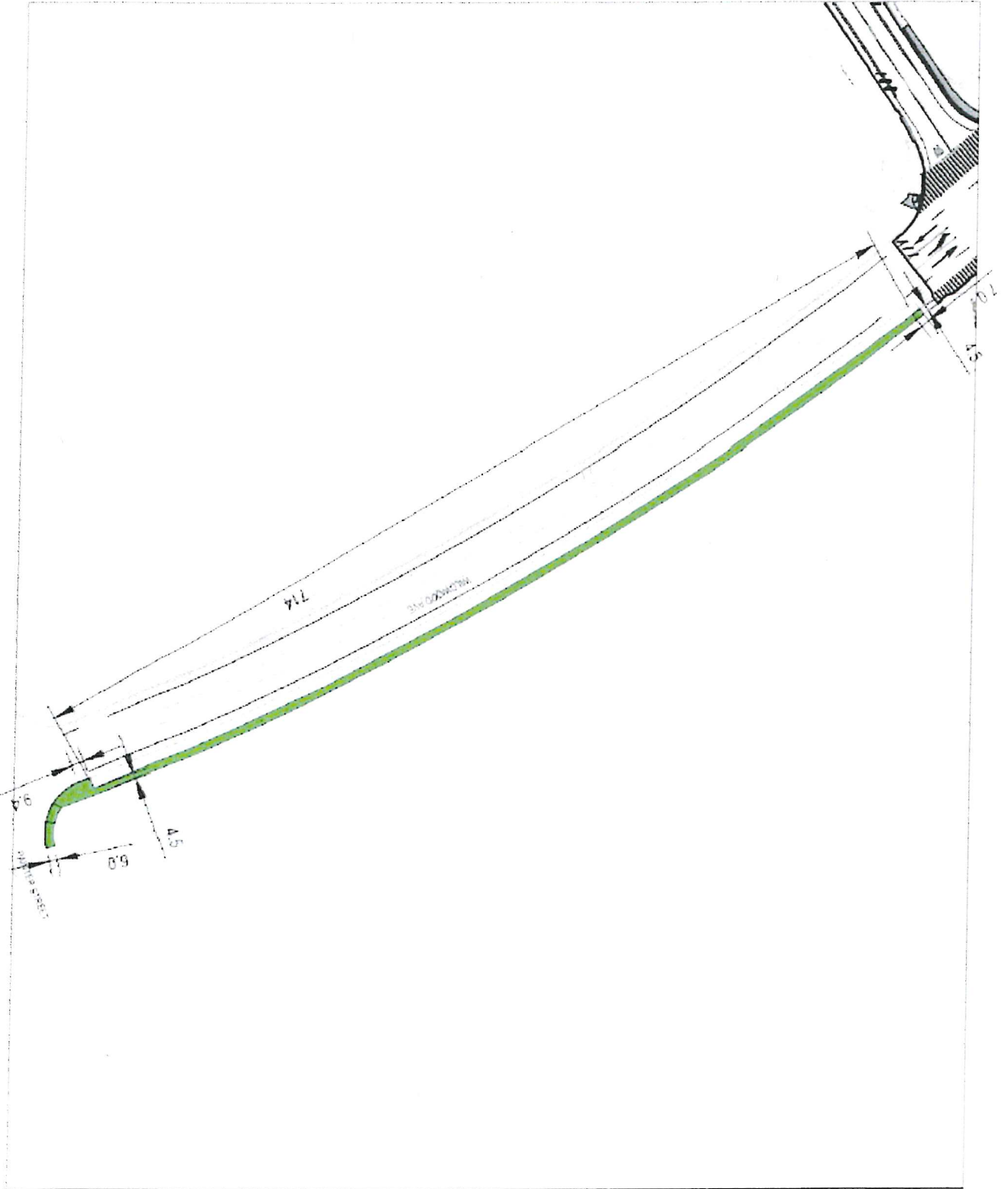
Davis Sidewalk (3 of 3)



City of Rio Dell SRTS Safety and Community Outreach Project



Wildwod (near Painter)



Description	Unit	EEOLA	LIBRARY	DAVIS RAMPS	DAVIS SIDEWALKS	WILDWOOD @ PAINTER	Unit Cost
Miscellaneous Demolition and Removal	LS	(1) \$1509	(1) \$10,626	(1) \$12,393	(1) \$11,493	(1) \$13,851	
Minor Concrete (T Type A1-6 Curb)	LF	(78)	(40)	(122)	(337)	(56)	\$40
Minor Concrete (T Type A2-6 Curb)	LF	(78) \$3,276	(40) \$1,680	(26) \$1,892	(337) \$14,154	(56) \$2,240	\$42
Minor Concrete (4-inch thick, sidewalks)	SF	(347) \$3,123	(3462) \$31,158	(1320) \$11,880	(1377) \$12,393	(4464) \$40,176	\$9
Minor Concrete (6-inch thick, curb ramps and driveways)	SF			(302) \$7,240	(2080) \$49,920	(125) \$3,080	\$24
Detectable Warning Surface	SF			(72) \$5,184			\$47
Reset Mailboxes	EA				(1) \$550		\$550
Adjust Utility Cover/Box to Grade	EA				(12) \$8940	(1) \$745	\$745
Sidewalk Underdrain	EA				(1) \$1,888		\$
Subtotal		\$7,908	\$43,464	\$7,240	\$99,250	\$60,912	



City of Rio Dell SRTS Safety and Community Outreach Project



Transportation/ Trails Grant Applications

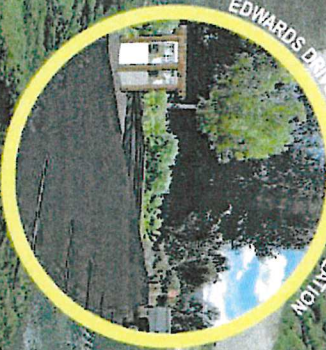
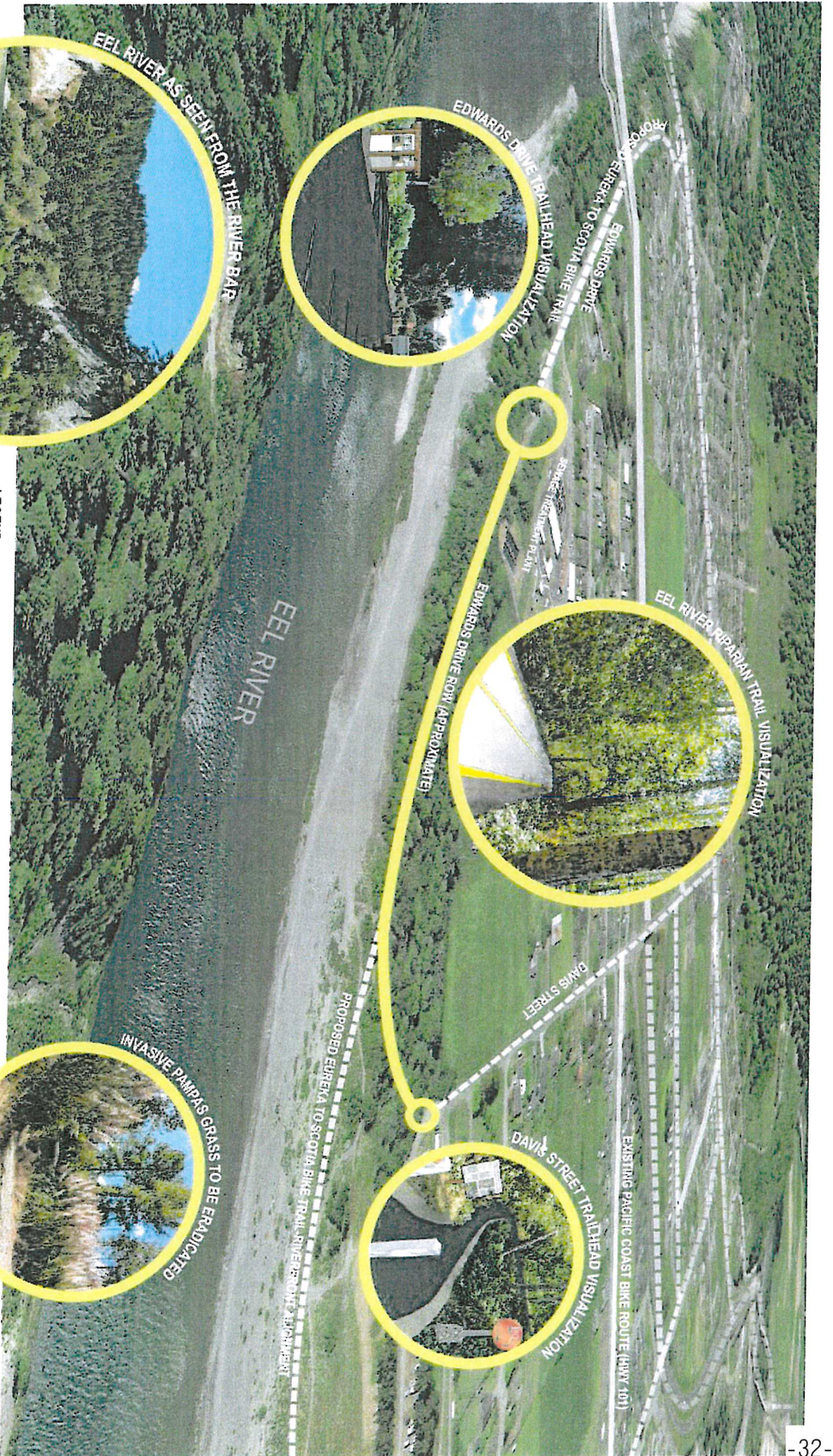
Eel River Riparian Recreation Trail

- September 2018 Prop 68 State Natural Resources Agency River Parkways Grant Application – Not funded
- September 2019 Prop 68 State Natural Resources Agency Recreational Trails and Greenways Grant Program - Not Funded \$27.7 Million funded out of a \$288 million in requests


Active Transportation Application

- ATP application for sidewalk improvements, submitted 7/31/18 – Not funded
- 2020 ATP Application Proposal focused on Eel River Riparian Trail - Connectivity
- Optional Public Outreach Assistance

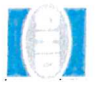




LEGEND

-  PROPOSED EEL RIVER RIPARIAN TRAIL & AMENITIES
-  OTHER PROPOSED BIKEWAYS
-  EXISTING BIKEWAYS

EEL RIVER RIPARIAN RECREATION TRAIL



Drinking Water SRF Planning Project

- **Preliminary engineering report Complete**
- **Design Overview**
 - Replace leaking redwood tank with new bolted steel tank similar to the new tank installed in 2005
 - Replace high-priority water distribution system lines and valves, and install fire hydrants on new lines where minimum hydrant spacing is not met
 - Install Redundant Line under the Eel River
- **Project Construction**
 - CEQA ready to be circulated
 - Design competed Fall 2020
 - Shovel ready 2021 (Const Cost \$5M to \$8.25M)



Wastewater System Projects

- **Sanitary Sewer Evaluation Study SWRCB Grant**
 - Desktop Review of sewer system pipes
 - Field GPS data collection on sewer infrastructure complete
 - Disinfection Analysis
 - Reviewed data and analysis approach with SWRCB.
 - Considering conducting a mussel study. If none present effluent limits for ammonia and disinfection can be met with the existing system. If mussels present, evaluate season limits and if needed disinfection approach.



Potential Stimulus Projects

Project Name	Status
Eel River Riparian Recreation Trail	Preliminary Concept Developed
New Outfall pipe	Desire to remove effluent over flow on gravel bar, Design not started
Water Distribution System Improvement Project	90% Design Plans to be complete by early summer
Town Square/ 255 Wildwood Ave	Prelim concept for a public meeting space - investment in downtown - fountain, kiddie water park. Phase I completed for the site, But will likely need to be updated.
Painter line Upsizing	Preliminary Plan developed; need to address final ROW near WWTP
Bellview/ Ogle Drainage improvements	Preliminary Design Complete
WWTP Solar Installation (342 kW)	Feasibility Analysis Complete
City Hall Solar (22.4 kW)	Feasibility Analysis Complete
Riverside Drive Drainage Improvement	Field Evaluatons and Concepts Complete





*Rio Dell City Hall
675 Wildwood Avenue
Rio Dell, CA 95562
(707) 764-3532
cityofriodell.ca.gov*

May 5, 2020

TO: Rio Dell City Council

FROM: Kyle Knopp, City Manager

SUBJECT: Update on COVID-19 Local Health Emergency and Reopening Strategy

IT IS RECOMMENDED THAT THE CITY COUNCIL:

No action required.

BACKGROUND AND DISCUSSION

The City Manager will provide an update on the COVID-19 local health emergency and reopening strategy.

///



Teresa Frankovich, MD, MPH
 Humboldt County Health Officer
 529 I Street, Eureka, CA 95501
 phone: (707) 445-6200 | fax: (707) 445-6097

**REVISED ORDER OF THE HEALTH OFFICER
 OF THE COUNTY OF HUMBOLDT REQUIRING MEMBERS OF THE
 PUBLIC TO WEAR FACIAL COVERINGS**

DATE OF ORDER: April 28, 2020
EFFECTIVE APRIL 28, 2020 UNTIL RESCINDED

Please read this Order carefully. Violation of or failure to comply with this Order is a misdemeanor punishable by fine, imprisonment, or both. (California Health and Safety Code 120295, et seq.)

UNDER THE AUTHORITY OF CALIFORNIA HEALTH AND SAFETY CODE SECTIONS 101040, 101085, and 120175, THE HEALTH OFFICER OF THE COUNTY OF HUMBOLDT ("HEALTH OFFICER") ORDERS:

This Order hereby rescinds and replaces the prior Facial Coverings Order previously issued by the Humboldt County Health Officer on April 21, 2020.

1. This Order shall become effective at 5:00 p.m. on Tuesday, April 28, 2020 and will continue to be in effect until it is rescinded, superseded, or amended in writing by the Health Officer or the State Health Officer.
2. California is in a State of Emergency because of the COVID-19 pandemic. The spread of the Novel Coronavirus (COVID-19) is a substantial danger to the health of the public within the County of Humboldt ("County"). COVID-19 can easily spread between persons who are in close contact with one another. This Order is based on scientific evidence and best practices as currently known from the Centers for Disease Control and Prevention, the State of California, and the Humboldt County Health Officer. This Order is intended to protect vulnerable members of the public from avoidable risk of serious illness or death resulting from exposure to COVID-19.
3. The age, condition, and health of a significant portion of the population of the County places it at risk for serious health complications, including death, from COVID-19. Persons have been shown to be infectious up to 48 hours before onset of symptoms, and as many as 50% of infections seem to occur in asymptomatic persons. All persons who contract COVID-19, regardless of their level of symptoms (none, mild, or severe), may place other vulnerable members of the public at significant risk. Currently, there is no vaccine available to protect against COVID-19 and no specific treatment.
4. COVID-19 is spread through respiratory droplets that are produced when an infected person coughs, sneezes or talks. These droplets can land in the mouths or noses of others who are nearby, or can be inhaled into their lungs. COVID-19 has been shown to attach to surfaces for days and remain viable in the air for up to three hours after the infected person has left. When properly worn by the user, facial coverings used in conjunction with physical distancing of at least 6 feet and frequent handwashing, may reduce the risk of transmission



Mental Health
 phone: (707) 268-2990
 fax: (707) 476-4049

Public Health
 phone: (707) 445-6200
 fax: (707) 445-6097

Social Services
 phone: (707) 476-4700
 fax: (707) 441-2096


of this virus by limiting the spread of these droplets. Even a small reduction in community transmission could make a major difference to the demand on the healthcare system.

5. This Order also is issued in light of the existence of 52 cases of COVID-19 in the County as of April 21, 2020.
6. The Health Officer has determined that this Order, and its prior Orders, were and are necessary because cases of COVID-19 have been confirmed throughout Humboldt County. COVID-19 is highly contagious and has a propensity to spread in various ways including, but not limited to, by attaching to surfaces or remaining in the air, resulting in physical damage and/or physical loss.
7. This Order is issued in accordance with, and incorporates by reference, the Health Officer Shelter in Place Order issued on March 30, 2020; the California Department of Public Health Face Covering Guidance issued on April 1, 2020; and the Health Officer Recommendation on Face Coverings issued on April 3, 2020.
8. All persons shall wear facial coverings before they enter any indoor facility besides their residence, any enclosed open space, or while outdoors when the person is unable to maintain a six-foot distance from another person at all times.
9. This Order does not apply when the person is driving alone or with members of their households, unless the windows in the vehicle are lowered to interact with first responders, food service workers, or other persons who are not members of their households. Persons should refrain from purchasing medical-grade masks, such as surgical masks and N95 respirators; those are critical supplies that must continue to be reserved for healthcare workers and other medical first responders coming into contact with infected persons.
10. Facial coverings mean any fabric or cloth that covers the mouth and nose without holes. The facial covering can be made using household items (including scarves, bandanas, t-shirts, sweatshirts, towels, turtlenecks, or other fabric), can be sewn by hand, or factory-made. Note that any mask that incorporates a valve should have the following: a one-way valve that only releases filtered air on the exhale; a minimum of one or more fabric barriers between the mouth and the exhaust valve and, if the valve is not filtered, then an additional face covering is required. Further guidance on facial coverings could be found here:
 - <https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/diy-cloth-face-coverings.html>
 - <https://www.cdph.ca.gov/Programs/CID/DCDC/Pages/Face-Coverings-Guidance.aspx>
11. Facial coverings should not be used on children under the age of 2 years or on anyone who has breathing problems or is unconscious or incapacitated. Individuals who are unable to remove their facial covering without assistance should not be masked. Children under 12 years of age are not required to be masked but are strongly encouraged to do so.
12. Facial coverings are meant to protect the public from the user in case the user is infected and not yet displaying symptoms. Facial coverings are not a substitute for social distancing.
13. The user should limit touching their face or their facial coverings, and should wash their hands before applying their facial covering, shortly after touching their facial coverings and after removing their facial covering.



14. Facial coverings should be frequently washed or sanitized for the health and safety of the user and others. Single-use facial coverings must be properly discarded into trash receptacles.
15. Employers who continue to operate, pursuant to the Health Officer Shelter in Place Order issued on March 30, 2020, and who require their employees to leave their residence to work or provide a service shall ensure that their employees comply with this Order while on duty by either (1) supplying employees with facial coverings, or (2) ensuring that employees have access to facial coverings, or (3) ensuring that their employees are using their own facial coverings. Individuals working in a private office which is not used by other employees or accessed by the public, do not need to wear a mask while in their office but must do so when in any commonly used space.
16. Each driver or operator of any public transportation or paratransit vehicle, taxi, or private care service or ride-sharing vehicle must wear a Face Covering while driving or operating such vehicle, regardless of whether a member of the public is in the vehicle, due to the need to reduce the spread of respiratory droplets in the vehicle
17. A governmental entity or business owner or operator may to the extent authorized by law, refuse admission or service to any customer or visitor who fails to wear facial coverings.
18. Business includes any for-profit, non-profit, or educational entity, whether a corporate entity, organization, partnership or sole proprietorship, and regardless of the nature of the service, the function it performs, or its corporate or entity structure.
19. Pursuant to Government Code sections 26602 and 41601 and Health and Safety Code section 101029, the Health Officer requests that the Sheriff and all chiefs of police in the County ensure compliance with and enforce this Order. The violation of any provision of this Order constitutes a threat and menace to public health, constitutes a public nuisance, and is punishable by fine, imprisonment, or both.
20. Copies of this Order shall promptly be: (1) posted on the County website and (2) provided to any member of the public requesting a copy of this Order.
21. If any provision of this Order to the application thereof to any person or circumstance is held to be invalid, the reminder of the Order, including the application of such part or provision to other persons or circumstances, shall not be affected and shall continue in full force and effect. The provisions of this Order are severable.

Date Issued: 4/28/20
Time: 8:00 am

By: 
Teresa Frankovich, MD MPH
Health Officer, County of Humboldt



Order of the Health Officer to Require Members of the Public to Wear Facial Coverings

In effect beginning, Friday, April 24 until changed or lifted.

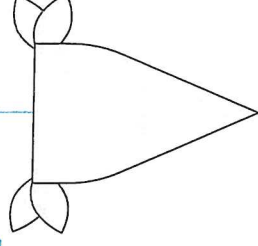
When should I wear facial coverings?

- Before entering any building
- Before entering any enclosed open space
- Outdoors when six feet of distance from other people can't be maintained at all times.



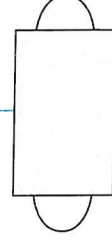
Who is exempt from wearing facial coverings?

- Children under age 2
- People who have trouble breathing
- Anyone who cannot remove the facial covering without help from someone else.



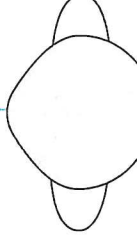
Why is this order in place?

- Facial coverings are meant to protect the public from the user in case the user is infected and not yet displaying symptoms
- Facial coverings may reduce the risk of transmission of this virus by limiting the spread of these droplets from the wearer to other people
- Facial coverings are not a substitute for social distancing.



Questions?

Contact the Humboldt County Joint Information Center by emailing



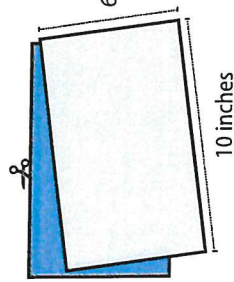
Mask making ideas

Sewn Cloth Face Covering

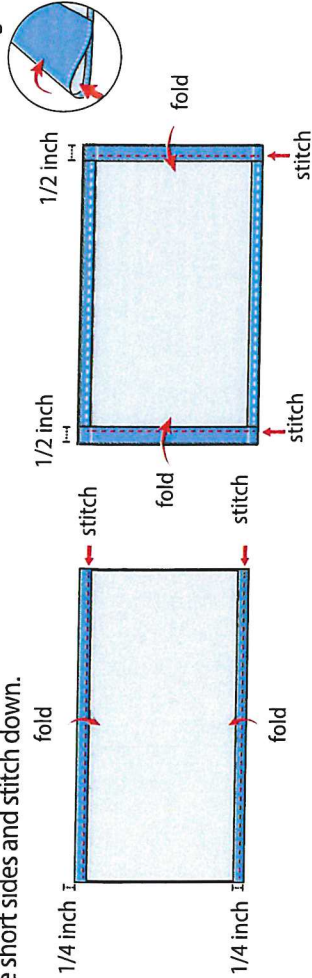
Materials:

Two 10"x6" rectangles of cotton fabric, Two 6" pieces of elastic (or rubber bands, string, cloth strips, or hair ties), Needle and thread (or bobby pin), Scissors, Sewing machine.

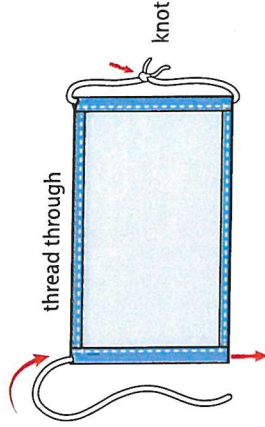
1. Cut out two 10-by-6-inch rectangles of cotton fabric. Use tightly woven cotton, such as quilting fabric or cotton sheets. T-shirt fabric will work in a pinch. Stack the two rectangles; you will sew the cloth face covering as if it was a single piece of fabric.



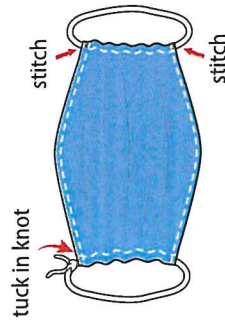
2. Fold over the long sides $\frac{1}{4}$ inch and hem. Then fold the double layer of fabric over $\frac{1}{2}$ inch along the short sides and stitch down.



3. Run a 6-inch length of $\frac{1}{8}$ -inch wide elastic through the wider hem on each side of the cloth face covering. These will be the ear loops. Use a large needle or a bobby pin to thread it through. Tie the ends tight. Don't have elastic? Use hair ties or elastic head bands. If you only have string, you can make the ties longer and tie the cloth face covering behind your head.



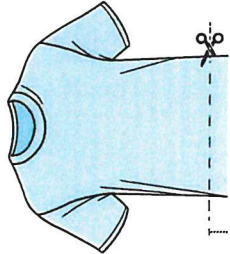
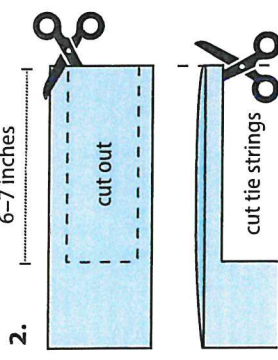
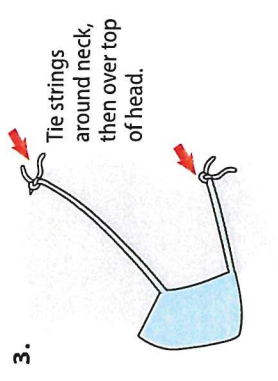
4. Gently pull on the elastic so that the knots are tucked inside the hem. Gather the sides of the cloth face covering on the elastic and adjust so the mask fits your face. Then securely stitch the elastic in place to keep it from slipping.



Quick Cut T-shirt Cloth Covering (no sew method)

Materials:

T-shirt, scissors

1. 
2. 
3. 

Humboldt County Phased Reopening Business List

TYPES OF NON-ESSENTIAL BUSINESSES

- Automobile detailing and car washes
 - Bars
 - Campgrounds
 - Childcare facilities and daycares (with loosened restrictions)
 - Clothing, accessory and jewelry retail and repair
 - Community centers
 - Concert venues
 - Conference centers
 - Construction (non-essential)
 - Dormitories, residence halls and overnight programs (camps, etc.)
 - Florists, gift shops, candy and chocolate shops
 - Furniture stores, housewares and interior decorating shops
 - Golf courses
 - Gyms/fitness studios, martial arts and gymnastics studios
 - Hobby shops and video rental stores
 - Indoor commercial recreation (bowling alleys, pool halls, shooting range, skating venues, tennis courts)
 - Large business gatherings: trade shows, conventions, workshops retreats
 - Large concerts, festivals, carnivals, conventions, shows
 - Large religious celebrations or gatherings
 - Libraries and bookstores
 - Meeting halls
 - Movie theatres
 - Museums and art galleries
 - Outdoor sports venues (courts, athletic fields, etc.)
 - Places of worship
 - Playgrounds, restrooms, picnic areas
 - Pools
 - Preschools
 - Print, design and stationery stores
 - Private and service clubs
 - Restaurants (dine-in)
 - Salons, spas and personal care industries
 - Shopping malls (retail and food court)
 - Skateparks
 - Sports leagues, tournaments, championships, etc.
 - Summer camps (day)
 - Theatres, playhouses and auditoriums
 - Thrift stores, vintage shops, secondhand stores and pawn shops
 - Travel agencies and tourism bureaus
 - Vacation rentals
 - Zoos and botanical gardens
 - Other:
-





JOHNS HOPKINS
BLOOMBERG SCHOOL
of PUBLIC HEALTH

Center for Health Security

Public Health Principles for a Phased Reopening During COVID-19: Guidance for Governors

AUTHORS

Caitlin Rivers, PhD, MPH
Senior Scholar, Assistant Professor

Elena Martin, MPH
Analyst, Research Associate

Crystal Watson, DrPH, MPH
Senior Scholar, Assistant Professor

Monica Schoch-Spana, PhD
Senior Scholar, Senior Scientist

Lucia Mullen, MPH
Analyst, Research Associate

Tara Kirk Sell, PhD, MA
Senior Scholar, Assistant Professor

Scott Gottlieb, MD
Resident Fellow, American Enterprise Institute

Kelsey Lane Warmbrod, MS, MPH
Analyst, Research Associate

Divya Hosangadi, MSPH
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EXECUTIVE SUMMARY

As the COVID-19 pandemic continues to progress, most jurisdictions have implemented physical distancing measures community-wide. As chains of transmission begin to decline, along with new COVID-19 cases, there will need to be decisions at the state level about how to transition out of strict physical distancing and into a phased reopening.

This document provides an assessment of the risk of SARS-CoV-2 transmission in a variety of organizations and settings that have been closed. We outline steps to reduce potential transmission during the reopening of these organizations and settings, building on the proposed phased approach from the [National Coronavirus Response: A Road Map to Reopening](#). Reopening businesses and other sectors represents one of many steps that will need to be taken to revitalize communities recovering from the pandemic, restore economic activity, and mitigate the unintended public health impact of the distancing measures that were necessary to confront the epidemic of COVID-19. A discussion of larger community-wide considerations for holistically enhancing recovery can be found in the [Appendix](#).

State-level decision makers will need to make choices based on the individual situations experienced in their states, risk levels, and resource assessments. They should make these decisions in consultation with community stakeholder groups. Different parts of the country face varying levels of risk and have different resources available to confront these uncertainties. These decisions will need to be accompanied by clear and transparent communication to gain community engagement around the greatly anticipated reopenings. Individuals, businesses, and communities have a role to play in taking actions to protect themselves and those around them during this time. In this report, we offer a framework for considering risks regarding the likelihood of transmission and potential consequences of those transmissions. This is accompanied by proposed assessments for nonessential businesses, schools and childcare facilities, outdoor spaces, community gathering spaces, transportation, mass gatherings, and interpersonal gatherings. This is followed by proposed action steps for state-level decision makers on how to use risk assessment findings.

INTRODUCTION

Over the past few weeks, most states have implemented strict physical distancing measures in an extraordinary effort to reduce transmission of SARS-CoV-2. These measures are working, and there are now signs of improvement in some communities where the numbers of new cases reported daily have begun to decline. Although no states are ready to lift physical distancing measures, there is immense pressure to get back to business as usual, and these developments have prompted questions around how to reopen in individual states when it becomes safer to do so.

It will be essential for each state to make informed decisions about how to carefully move from a strict physical distancing phase (Phase I) to a staged reopening phase (Phase II) and to communicate that rationale clearly. As important, governors should set appropriate expectations around the risks involved in reopening businesses and other sectors. To be clear, reopening will increase the risk of COVID-19 spread. Therefore, it is important for leaders to know that getting things open again will increase the risks of individuals contracting COVID-19, and there is no way to completely guard against that.

The majority of models have shown that, in the absence of social distancing, COVID-19 has a reproduction rate of between 2 and 3 (though some models have shown it to be higher). This means that every person with the disease will spread it to 2 to 3 others, on average. To end an epidemic, control measures need to drive that number as far below 1 as possible. A vaccine can do that if and when it becomes available. But in the meantime, social distancing measures, combined with case-based interventions, are the key tools to maintaining the reproduction rate below 1. If the reproduction rate rises above 1, this means that epidemic growth has resumed. If that occurs, it may be necessary to re-initiate large-scale physical distancing. It is important to recognize that states will need to actively manage COVID-19 cases with great vigilance for the entire duration of the pandemic until a safe and effective vaccine is widely available.

The purpose of this document is to assess the risk of SARS-CoV-2 transmission in businesses, schools, and other community spaces considered nonessential by state orders, in order to identify candidates for reopening. This evaluation should be done on the basis of risk for viral transmission in different settings and the ability to implement mitigation measures to reduce risks to employees and customers. Reopening businesses is only one step among many that will need to be considered on the path to recovering from this pandemic. This document is limited to issues of reopening and does not address other important matters related to recovery from this pandemic around the country. At the same time, reopening decisions prompt the larger question of how communities can plan better for other, future decisions ([see Appendix](#)).

PHASES OF REOPENING

This report builds on the epidemic phases described in the [National Coronavirus Response: A Road Map to Reopening](#), published last month. That report outlined 4 phases and identified capacities required in each phase, as well as the triggers needed to progress from one phase to the next.

Phase I consists of community-level physical distancing measures to “slow the spread.” In addition to asking community members to remain at home, state leaders should also use Phase I to increase access to diagnostic testing and increase public health and medical system capacities. These capacities are needed to safely identify and treat all COVID-19 patients and to prepare for a shift from community mitigation (what we are doing now) to case-based interventions (when we try to control spread by focusing testing and resources on individuals with disease who may be infectious and their close contacts).

A shift to Phase II could be considered when the following 4 criteria have been met: (1) the number of new cases has declined for at least 14 days; (2) rapid diagnostic testing capacity is sufficient to test, at minimum, all people with COVID-19 symptoms, as well as close contacts and those in essential roles; (3) the healthcare system is able to safely care for all patients, including having appropriate personal protective equipment for healthcare workers; and (4) there is sufficient public health capacity to conduct [contact tracing](#) for all new cases and their close contacts, as described in our [National Plan to Enable Comprehensive COVID-19 Case Finding and Contact Tracing in the US](#).

During Phase II, businesses and sectors can begin a process of reopening, with modifications. Rather than asking everyone to stay home, states can limit SARS-CoV-2 transmission through a combination of physical distancing and case-based interventions (testing, contact tracing, and self-isolation for those with active disease or individuals who may have contracted SARS-CoV-2 and are awaiting test results), which in most places may require an expanded workforce and resources.

Phase III looks ahead to a time when an effective therapeutic or vaccine is available, and Phase IV identifies some policy priorities for increasing preparedness for the next public health threat. Details of those phases can be found in that [full report](#).

CONSIDERATIONS FOR STATE-LEVEL DECISION MAKING

There is no one-size-fits-all approach to reopening. Governors will need to assess the epidemiologic situation in consultation with public health and healthcare leaders, along with mayors, local community leaders, and health departments. These discussions should include considerations of available capacities (eg, in the areas of diagnostic testing, personal protective equipment, healthcare and medical resources), careful risk assessments, and a weighing of the risks and benefits sector by sector. Governors will need to decide whether to implement the same reopening policies across the state or if there will be local decisions taken at the county or city levels. They will also need to make plans for the potential reintroduction of physical distancing measures should there be an uptick in cases.

Epidemiologic risk for increasing virus transmission is only one of many factors that should guide decision making at the state level. This document is not intended to be a comprehensive representation of necessary steps for transitioning into new phases of the pandemic. Decisions pertaining to reopening of different sectors can be particularly high consequence, and governors should ideally consult with a multidisciplinary group of stakeholders who have an understanding of the circumstances facing communities and the ability to identify downstream impacts of decisions around reopening sectors in local communities. These stakeholders could include, for example, leaders from chambers of commerce or small business bureaus, faith-based communities, representatives from minority and underserved communities, and organizations that regularly work with vulnerable populations. These diverse perspectives will highlight the practicalities of what reopening will mean for their communities and will uncover opportunities for state and local leaders to provide additional support to those communities during the transition to Phase II, where gradual reopening begins.

Consequential decisions around reopening have the potential to be immensely beneficial but also carry the possibility for unintentional harm. Decisions driven by risk assessments will support protection of the health and safety of the public. The addition of consultations with multidisciplinary stakeholder groups ensures that many voices are heard and that additional programmatic and financial resources can be directed to places where they are most needed.

COMMUNICATION AROUND REOPENING

The most critical component in communication around reopening is to ensure community engagement in both mitigation measures taken to prevent the spread of disease and plans for reopening. This requires substantial effort to coordinate with community and business stakeholders. Communication must address concerns from those stakeholders and should be conducted with an interest in 2-way communication and input from a wide range of voices. Without community engagement as a goal of communication efforts, there is a risk of distrust, spread of misinformation, and lack of compliance. Different states and local communities may weigh differently the competing considerations as to how they stage their reopening, based on local needs, resources, social issues, and risk factors. This underscores the importance of leaving these decisions to state and local officials, and for state and local officials to involve interdisciplinary stakeholder groups in reopening discussions.

There is great anticipation of the possibility of returning to a sense of normalcy and routine activities; therefore, framing and communication of goals and considerations around reopening will be of key importance. The position from which decisions are framed will function to generate support from members of the public. Communities are feeling the costs of lost livelihoods, interrupted schooling for children, and grief from loss of loved ones to the virus. Measured strategies for explaining the factors involved with reopening decision making will be needed.

Communication before and during the period of phased reopening should be transparent about the factors that are being used to make decisions, the decision-making process, and those stakeholders who were part of the decision-making process. Leaders should acknowledge uncertainty where it exists and highlight what measures are being taken to reduce that uncertainty. They should also foreshadow what information may lead to a change in recommendations. A nuanced understanding of the challenges faced by those affected by decisions about reopening and empathy toward these challenges is also critical to ensure members of the community feel their issues have been given consideration.

Communication during reopening should also ensure that individuals know what actions they should take to protect themselves from COVID-19 and what should reasonably be expected from businesses and other community members. This requires a good understanding of their risks and the mitigation measures being put in place by businesses. State and local authorities should regularly update members of the public about what they are doing to keep people safe, changing circumstances, and changes in requirements for businesses.

THE IMPORTANCE OF RISK ASSESSMENT

Risk assessments should be integrated into the decisions around reopening. Risk assessments are formalized processes to evaluate risks and hazards. Assessing the risks of easing social distancing measures and restarting parts of the economy requires a measurement of the **likelihood** of increased transmission and the **consequences** of that transmission. Likelihood in this case means the probability that reopening a business, school, or other organization where people congregate will cause significantly increased transmission. Consequence is the impact that increased transmission could have on individuals or communities if a business, school, or other organization reopens or eases social distancing measures.

In addition, there are mitigation measures that can decrease both the likelihood and consequences of transmission. Although enumeration of those mitigation measures for every type of business is beyond the scope of this report, we briefly describe principles of risk reduction through the hierarchy of controls later in this section. Where possible, we have also linked to a selection of existing guidance throughout the document.

The risks of increased transmission of COVID-19 are balanced against risks to the health and well-being of the public, society, and the economy from measures taken to reduce the spread of the disease. The likelihood and consequence of harms across a range of factors, including but not limited to increased disease transmission, other health impacts, threats to livelihoods, and consequences to regional economies, should be considered together.

Likelihood

There are still many gaps in scientific understanding about the transmission dynamics of SARS-CoV-2. But initial published data suggest that transmission of SARS-CoV-2 occurs primarily through prolonged, close contact. In studies that have monitored people with a known exposure to a confirmed case, household members, those who report frequent contact, and people who have traveled together or shared a meal are found to be at [highest risk](#) of infection. Other studies that attempt to reconstruct transmission chains among confirmed cases have also found that prolonged close contact is the source of most new [infections](#). Some special settings have also been identified. [Superspreading](#) events have been linked to religious services, choir practice, and large family gatherings, among others. Congregate settings like [cruise ships](#), [institutions of incarceration](#), and [long-term care facilities](#) have also been the source of large outbreaks. These findings suggest that settings where close contact is minimal will be lower risk than settings with prolonged close contact.

However, it is important to note that low risk does not mean no risk. Any place where people come together or have contact with shared surfaces could in theory be a transmission opportunity. Exact quantification of the risks of various activities is not possible, so we present here qualitative assessments using expert elicitation and published data as of the date of this report.

Consequences

The primary consequence is the risk of increased transmission of SARS-CoV-2, which could precipitate community spread. Businesses or activities that bring people together in densely populated spaces, those that have employees or customers that travel further and disperse more widely, and those that either employ or have a large number of customers with COVID-19 risk factors, like underlying medical conditions, may create greater personal and societal consequences if they ignite a chain of transmission by reopening.

Mitigation

Mitigation measures are those actions to reduce the negative impacts of situations carrying increased risk through minimizing the severity or scope of impact. The [Centers for Disease Control and Prevention](#) has published extensive guidance on implementation of mitigation measures across multiple levels of society, including individuals, schools, workplaces, faith-based organizations, and congregate living spaces.

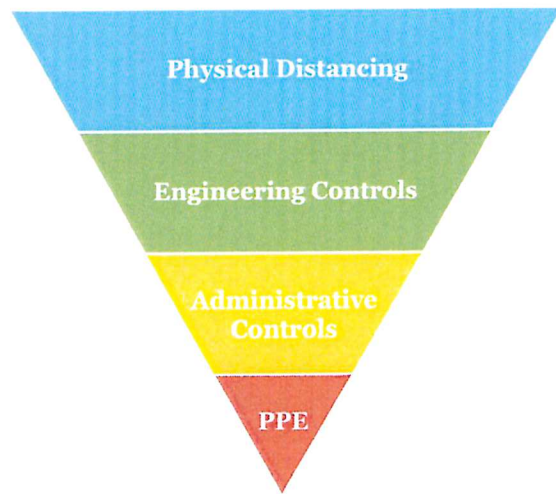
Even if a business or organization is deemed to be high risk because of likelihood or consequences of increased transmission, it is possible to reduce that risk with targeted mitigation steps. However, it should be noted that no mitigation step will reduce the risk completely, and even with multiple mitigation steps in place, some businesses or organizations may be at too high a risk to open until the pandemic is over.

[Hierarchy of controls](#) is a concept used by the National Institute for Occupational Safety and Health (NIOSH) as a framework for identifying controls for potentially harmful workplace hazards. These principles are useful for assessing the effectiveness of controls for COVID-19 and for understanding the range of impacts those measures can have on decreasing the likelihood of transmission. The NIOSH hierarchy of controls structure is adapted below for COVID-19 purposes.

MODIFIED HIERARCHY OF CONTROLS

Using the modified hierarchy of controls, COVID-19 mitigation measures can look like:

- Physical Distancing — wherever possible having people work or access the business from home; this should include restructuring responsibilities to minimize the numbers of workers that need to be physically present.
- Engineering controls — creating physical barriers between people
- Administrative controls — redistributing responsibilities to reduce contact between individuals, using technology to facilitate communication
- PPE — having people wear nonmedical cloth masks



Regardless of business specific considerations, there are measures that can be taken to mitigate the risk of infection to protect individuals:

- Use of nonmedical cloth masks
- Incorporating engineering controls such as physical barriers where possible
- Reconfiguring space to enable people to be located apart (ideally, at least 6 feet)
- Supporting and enabling employees to remain at home if they are unwell or have been in close contact with someone who is sick

ASSESSING RISK FOR ORGANIZATIONS AND SPECIFIC SETTINGS

This section provides high-level risk assessments for the following 7 categories: (1) “nonessential” businesses,* (2) schools and childcare facilities, (3) outdoor spaces, (4) community gathering spaces, (5) transportation, (6) mass gatherings, and (7) interpersonal gatherings. Each of these categories was assessed along 3 dimensions: contact intensity, number of contacts, and the degree to which the activities are considered to be modifiable (through mitigation measures such as enabling people to remain 6 feet apart) to reduce risk. We note that these assessments are qualitative and

* “Nonessential businesses” is a term being used by states to distinguish between businesses that are allowed to remain open because they are critical to societal functioning and those that have been asked to temporarily close.

based on expert judgment. Currently, there are not enough detailed data available to enable quantitative risk stratification. Unfortunately, states will need to make decisions about re-initiating some business activities before there are validated data to know the levels of risk we are assuming in reducing social distancing in various settings.

For purposes of this document, contact intensity was rated as either low, medium, or high. We define contact intensity as a function of contact type (ranging from close to distant) and duration (ranging from brief to prolonged). Low contact intensity activities are interactions that are brief and fairly distant, like walking past someone in a shop. High contact intensity activities involve prolonged close contact, like sharing a dormitory. Medium contact intensity activities fall between these 2 poles, like sharing a meal in seats that are separated by several feet. Of course, inside a business environment, there may be physical spaces and/or activities that range from low to medium to high, and that should be taken into account during the decision-making process. Risk to employees who may have different exposures should also be considered.[†]

We also assess the number of contacts as either low, medium, or high. We define the number of contacts as the approximate number of people in the setting at the same time, on average. A higher number of contacts is presumed to be riskier.

Modification potential (the degree to which mitigation measures can buy down those risks) is a qualitative assessment of the degree to which activities can be modified to reduce risk. The engineering controls framework was used to inform the risk assessments; sectors and businesses that could effectively incorporate physical distancing and engineering controls were considered to have a higher modification potential than those relying on administrative controls or personal protective equipment. Links to a selection of existing guidance on what those mitigation steps could include are also provided.

These risk assessments are primarily oriented around customers, attendees, and members of the public, who would make up the majority of people interacting with a business or other noted setting in this report. However, we acknowledge that risk to employees will likely be greater in many of these organizations and settings, as their duration of exposure and number of interactions will be higher. Special precautions should be taken to protect employees, potentially including restructuring duties to minimize person-to-person contact, changing work flows or operations to diminish risk, providing personal protective equipment for employees (if sufficient supplies make it

[†] This text was added on April 20, 2020, after publication, to clarify the population under consideration for the risk assessments.

feasible to do so outside the healthcare system), and providing enhanced sanitation and hygiene supplies (eg, disinfecting products and alcohol-based hand sanitizer).[‡]

Included in the next section are high-level risk assessments for various sectors. They are not listed in any particular order, and the list is not fully comprehensive. Governors and their teams may want to modify these risk assessments according to local considerations. In the final section, there are proposed principles for incorporating these determinations into policy decisions. Those, too, should be modified to reflect local context.

"Nonessential" Businesses

Category	Contact Intensity	Number of Contacts	Modification Potential	Mitigation Resources
Restaurants	Medium	Medium	Medium	National Restaurant Association , FDA
Bars	High	High	Medium	FDA
Salon, spas, and other personal care industries	Medium/high	Low	Medium	TN Cosmetology & Barber Guidelines
Retailers	Low	Medium	Medium	NY state guidance , OSHA
Shopping malls	Low	Medium	Medium	NC state guidance , OSHA
Gyms/fitness studios	Medium	Medium	Medium	CDC Small Business guidance
Theaters, museums, and other indoor leisure spaces	Medium	High	Medium	CA entertainment venue guidance , Americans for the Arts , American Alliance of Museums
Outdoor large venues (concerts, sports)	High	High	Medium	CDC Mass Gathering guidance
Indoor large venues (concerts, sports)	High	High	Low	CDC Mass Gathering guidance

[‡] This text was added on April 20, 2020, after publication, to clarify the population under consideration for the risk assessments.

Schools and Childcare Facilities

Schools and childcare facilities play many important roles in communities. Schools provide necessary education to prepare children for adulthood. Online education from K-12 is not a substitute for in-person learning and socialization in a school setting. Long-term shutdowns will likely lead to education gaps and other consequences for many children. In addition to the critical function of educating children, schools and childcare facilities also enable parents to work outside the home. They also serve as key resources in that they offer meals, safe environments, and other services, particularly to vulnerable families.

Unlike businesses and sectors that primarily serve adults, the consequences of increased transmission are potentially different for settings and activities that primarily serve kids. Children are less vulnerable to severe illness from COVID-19 than adults. A recent [report](#) found that fewer than 2% of cases of COVID-19 in the United States were diagnosed in children, and of those (for whom data were available), between 5.7% and 20% required hospitalization. Most children requiring hospitalization were under 1 year of age. These considerations favor the reopening of schools and childcare facilities.

However, it is still not known what role children play in the transmission of SARS-CoV-2. For other viral illnesses, like influenza, children are drivers of transmission. Early and prolonged school closures have been shown to reduce overall community transmission of influenza. There has been some evidence that COVID-19 produces more [mild illness](#) in children and therefore it may be less likely to be detected than in adults. However, without more conclusive evidence, it is difficult to quantify the role of [children](#) in propagating [COVID-19](#) to other students, their family members, teachers, and school staff. Furthermore, schools and childcare facilities are staffed by adults, some of whom may be at risk of severe illness. These considerations weigh against reopening.

Some students are likely to have underlying medical conditions that will prevent them from returning to school safely. Other students who are healthy without underlying conditions may have parents who believe it is unsafe for their children to return to school, either because of concerns about the health of the student or the possibility of bringing infection back to the household and infecting adults. If schools are reopened, decisions will need to be made regarding whether tele-education will need to be provided to those students who do not come back to school, alongside in-person education being provided in school.

In order to better understand the role of children in transmission, studies reconstructing transmission chains are needed, as are studies seeking to correlate viral load to infectiousness. Governors should work with their state public health departments to make this research a priority.

Category	Contact Intensity	Number of Contacts	Modification Potential	Mitigation Resources
Childcare facilities (daycare, preschools)	High	Medium/High	Low/Medium	CDC , WHO
Schools (elementary, middle, and high)	High	High	Low	CDC , WHO
Contact school sports	High	Medium/High	Low	NCAA , CDC
Noncontact school sports	Low	Medium	High	NCAA , CDC
Summer camps	High	High	Low	American Camp Association , Association of Camp Nursing
Institutions of higher education	High	High	High	CDC , American College Health Association
Residence halls and other overnight programs	High	Medium	Low	NYC guidance for congregate settings and residential buildings

Outdoor Spaces

COVID-19 transmission is more likely in [enclosed spaces](#) than outdoor spaces, based on current epidemiologic understanding. Indoor spaces may have poor ventilation, which may lead to viral particles persisting in the air or recirculating longer than they would outdoors or in enclosed spaces with good ventilation. People also tend to be closer together indoors, and there are more high-touch surfaces that can serve as fomites of disease transmission. Therefore, there is lower risk of disease transmission [outdoors than indoors](#), especially if distance is maintained between individuals while outdoors.

Category	Contact Intensity	Number of Contacts	Modification Potential	Mitigation Resources
Parks, walking paths/trails, dog parks	Low	Low	Low	Guidance from MD , Guidance from RI , Guidance from Los Angeles, CA
Athletic fields and other outdoor congregate settings	Medium	Medium	Low	Guidance from the National Mall Trust in Washington, DC
Pools	Medium	Low	High	CDC , Guidance from WA
Beaches, piers	Low	High	Medium	Guidance from Orange Beach, AL , Guidance from RI
Playgrounds, skateparks, and other outdoor recreation spaces	Medium	Medium	Medium	Guidance from MD , Guidance from Santa Cruz, CA

Community Gathering Spaces

Community spaces provide important societal benefits and can range from civic centers to places of worship. The risk in these spaces is highly dependent on the size of the population they serve and the size of the space.

Category	Contact Intensity	Number of Contacts	Modification Potential	Mitigation Resources
Places of worship	High	High	Medium	CDC , FAQ for Faith Leaders from NYC , Guidance from NY state , Risk Assessment from WHO , Decision Tree from WHO
Libraries [§]	Low	Low	Medium	CDC , Guidance from Baltimore County Library
Community centers	Medium	High	Medium	CDC , Guidance from PA , Guidance from Riverside University Health System , Guidance from IL

Transportation

Transit is very important for keeping communities functioning, and limiting mass transit availability disproportionately affects [under-resourced populations](#). Transit should be opened with careful mitigation measures, given that public transportation is a fairly high-risk setting.

Category	Contact Intensity	Number of Contacts	Modification Potential	Mitigation Resources
Buses	High	High	Medium	CDC , NY state guidance for public transportation
Metros/rail	High	High	Medium	CDC Transit Stations , CDC Transit Workers
Airplanes	High	High	Medium	CDC guidance: baggage claim/cargo , airport staff , staff interacting with passengers , aircraft technicians
Rideshare/taxis	High	Low	Low	Washington State Guidance for Rideshare/Taxis , Toronto Guidance

§ Libraries that incorporate social activities or community gatherings into their services should refer to the “community centers” category.

Mass Gatherings

According to the [World Health Organization](#), an event is defined as a mass gathering “if the number of people it brings together is so large that it has the potential to strain the planning and response resources of the health system in the community where it takes place.” The size of an event that can be considered a mass gathering may depend on the national and local healthcare capacity and the context. For example, if other strains are placed on the health system at the same time, such as an ongoing outbreak, the threshold of the health system would be considerably lower, and, therefore, the size of the event could be considerably smaller and still be defined as a mass gathering.

[Mass gatherings](#) have often been the source of infectious disease outbreaks that spread globally or have contributed to the international spread of disease. While a number of public health measures can be implemented in the planning and operational phases of a mass gathering to significantly reduce the risk of disease spread, during the current pandemic, the high risk for COVID-19 transmission that mass gatherings pose should be recognized. This [high risk of transmission](#) is due to a number of factors, including the high density of individuals often in attendance in confined spaces during mass gatherings, the possibility of further domestic or international spread, and the new formation of clusters as people often travel significant distances to attend a mass gathering.

Mass gathering organizers must comply with national and local guidelines and restrictions. At the current stage in the pandemic, while the White House Coronavirus Task Force has recommended banning gatherings of more than 10 people, [Individual states](#) have varied in the size of gatherings they are banning. As these restrictions lift and organizers begin hosting large events, they should conduct a COVID-19–specific risk assessment to determine the level of risk of transmission the event may pose and identify areas for modification that could reduce or mitigate these risks. The [WHO](#), among others, provides risk assessment and mitigation tools for mass gathering organizers, along with several technical guidance documents.

Category	Contact Intensity	Number of Contacts	Modification Potential	Mitigation Resources
Sports related mass gatherings: games, tournaments, championships	High	High	Medium	WHO guidance for mass gatherings-Sports Addendum , WHO mass gatherings risk assessment - sports addendum , WHO Interim guidance for all mass gatherings , WHO generic mass gathering decision tree , CDC guidance
Sports related mass gatherings: training	High (sport dependent)	Medium	Medium	WHO Interim guidance for mass gatherings-Sports Addendum , WHO generic mass gatherings risk assessment - sports addendum , WHO Interim guidance for all mass gatherings , WHO generic mass gathering decision tree , CDC guidance
Religious related mass gatherings: large celebrations, festivals, pilgrimages	High	High	Medium	CDC, FAQ for Faith Leaders from NYC , Guidance from NY state , Risk Assessment from WHO , Decision Tree from WHO , WHO considerations for religious mass gatherings
Business-related mass gatherings: trade shows, conferences, conventions, workshops, retreats	High	High	High	WHO Interim guidance for mass gatherings , WHO generic mass gatherings risk assessment , WHO generic mass gathering decision tree , CDC guidance
Entertainment-related mass gatherings: large concerts, festivals, carnivals, conventions, shows	High	High	Medium	WHO Interim guidance for mass gatherings , WHO generic mass gatherings risk assessment , WHO generic mass gathering decision tree , CDC guidance
Politically related mass gatherings: election rallies, polling centers, parades, speeches/ addresses	High	High	Medium	WHO Interim guidance for mass gatherings , WHO generic mass gatherings risk assessment , WHO generic mass gathering decision tree , CDC guidance

Interpersonal Gatherings

Interpersonal gatherings among family and friends, including events such as weddings, birthday parties, and funerals, hold great personal and societal value. Attending these events, however, also holds the risk of disease transmission. An epidemiologic assessment of a large, multifamily cluster of COVID-19 cases found that transmission of the virus likely resulted from attendance at a funeral and birthday party. Factors including interacting closely together in enclosed spaces, hugging or kissing, and sharing food or utensils are all practices that are often common at interpersonal gatherings and can increase the risk of SARS-CoV-2 transmission. Certain cultural practices in funerals that promote physical contact with a deceased individual, when that deceased person was infected with SARS-CoV-2, should also be avoided. Careful consideration should be given to ensure that mitigation measures are implemented to reduce the risk of spread, where possible, while still respecting the cultural value of important events. In particular, the [CDC recommends](#) that organizers should consider the number and density of attendees, the prevalence of people who could be at high risk of severe illness due to underlying factors, the level of local community disease transmission, and the ability to reduce the number of attendees where possible.

Category	Contact Intensity	Number of Contacts	Modification Potential	Mitigation Resources
Small social gatherings (eg, birthday parties)	High	Medium	High	CDC guidance
Large social gatherings (weddings, funerals with many attendees)	High	High	High	CDC guidance , National Funeral Directors Association guidance

PROPOSED PRINCIPLES FOR ACTION

States should consider initiating the reopening process when (1) the number of new cases has declined for at least 14 days; (2) rapid diagnostic testing capacity is sufficient to test, at minimum, all people with COVID-19 symptoms, including mild cases, as well as close contacts and those in essential roles; (3) the healthcare system is able to safely care for all patients, including providing appropriate personal protective equipment for healthcare workers; and (4) there is sufficient public health capacity to conduct contact tracing for all new cases and their close contacts.

Governors should involve stakeholder groups in the decision-making process in order to better understand the needs, capacities, and challenges of different communities.

Even when reopening actions are under way, those who can continue to telework should continue to do so. This will reduce social interactions overall and will reduce the risk of infection in workplaces where telework is feasible. Businesses should actively support social distancing by implementing telework policies and adopting flexible sick leave policies that encourage workers to stay home when sick or when known exposure to COVID-19 has occurred.

All individuals going back to work should wear nonmedical cloth masks. This will reduce the chance of those people transmitting the virus to their co-workers.

Governors should consider reopening in phases separated by 2 to 3 weeks. After each phase of reopenings, state public health officials should review the numbers of new COVID-19 daily case counts, hospitalizations, and deaths carefully, along with other syndromic surveillance tools. The results of reopening decisions will take 2 to 3 weeks to be reflected in those numbers. If case counts, hospitalizations, and deaths go up in that time, further actions in reopening should be paused, and steps should be taken to get control of the rising numbers. Possible actions might include changes to case finding and contact tracing, taking specific measures to respond to identified new outbreaks, and, as needed, re-imposition of some or all of the previously relaxed social distancing interventions.

Organizations and activities that are outdoors are less likely to result in transmission than are indoor activities and seem to carry the lowest risk, assuming personal mitigation measures (maintaining 6 feet of separation, wearing nonmedical cloth masks in public) are all maintained.

Businesses and sectors that have low contact intensity, low numbers of contacts, and high ability to modify operations in ways that diminish the potential to spread will be safer to reopen sooner and more fully than those with high contact intensity, high contacts, and the inability to modify or mitigate operations.

While public transportation is normally high contact intensity and high numbers of contacts, modifications should be pursued to make them safer. More spacing between people, with lower ridership, would reduce risks. Without public transportation, many people will not be able to get to work at all.

Schools and childcare facilities pose special challenges. They are very important for the education of children, and many parents will have difficulty going back to work if schools remain out of session. There are many scientific uncertainties that complicate this decision. Children infected with COVID-19 generally experience more mild symptoms than adults, but the rate at which they spread the disease to other children, teachers, school staff, and family members is uncertain. If schools are reopened, most kids will be at low risk of severe infection themselves. However, some kids will have underlying conditions that increase their risks, and some teachers and staff will be at high risk. Their parents may also be at high risk if children do get infected and transmit the disease at home. Some parents may elect to not allow their children back in school, so schools that reopen will need to decide whether to also offer tele-education. States will need their own processes of decision making and community engagement regarding how to make decisions about school reopening on the basis of these uncertainties.

CONCLUSIONS

This document summarizes considerations, risks, and opportunities for governors to weigh when deciding when and how to slowly reopen. These decisions should be made carefully and thoughtfully to limit the risk of disease resurgence. Reopening of businesses is only one step among many that will need to be considered on the path to recovering from this pandemic.

APPENDIX

Planning to Restore Community Vitality in the Pandemic Context: Leadership Considerations and Actions

When can businesses, schools, recreational facilities, and places of worship reopen for normal operations? This is one in a series of major decisions that will reflect and shape how communities adapt to the protracted pandemic and its cascading social and economic effects. As governors urgently consider the proper public health conditions for an economic restart, they can also begin to prepare for a more comprehensive process of community revitalization that will stretch over near, intermediate, and long terms. The demands for social service, mental health, and workforce development needs, for instance, will stretch farther into the future than society's requirements for physical distancing. It is, thus, prudent for states' top executives to be proactive and plan for the future well-being of their residents. Below are some principles and practices that governors can adopt to that end:

[Draw lessons from analogous complex threats, characterized by uncertainty, that require measured decision making:](#) A pandemic is not the only scenario in which economic well-being and public health are seemingly at odds and potential tradeoffs require careful weighing. In the case of widespread contamination from radioactive materials, for instance, the standard is not a prescribed numeric clean-up guideline but, rather, a flexible, iterative, and multifaceted decision-making process that involves stakeholders such as citizens' groups and businesses in developing an [exit strategy](#). The [individuals](#) most affected by the decision have input into those societal aims governing the clean-up.

[Recognize that the desire to get back to normal as quickly as possible is a common reaction in the catastrophic context, and it is an impulse worth restraining:](#) Governors, mayors, and county executives governing during disasters know the tensions in wanting a swift return to business-as-usual versus aspiring toward greater community [safety](#), [equity](#), and [quality of life](#). The pandemic—which has revealed deficiencies, for instance, in healthcare delivery, the social safety net, and workplace leave policies—represents an opportunity for visionary leadership, goal setting, and transformation. Pandemic [recovery planning](#) can readily learn from best practices in disaster recovery planning.

[Initiate a planning process for community revitalization \(aka pandemic recovery\) that runs in parallel with the public health response:](#) The COVID-19 pandemic is an organic event marked by uncertainty; still, it is certain that the health crisis will eventually end. At the same time, the need to adapt to sudden or long-term shifts in conditions

will not end. And yet, despite its oversized effects, this health crisis is not, in the end, exceptional. [We can benefit](#) from extant, forward-looking, data-driven, coordinating bodies that already enable disaster recovery and other long-range planning efforts (eg, economic development, community development). A [revitalization management organization](#) can integrate with emergency operations center activities and run concurrently to maximize community benefits from short- and long-term recovery duties.

[Consult diverse stakeholders and communicate broadly, to ensure that state residents can partake in decision making that is relevant to community vitality:](#) **Rebuilding** a community over the long term after a complex calamity devolves to thousands of people navigating recovery as nonprofessionals; it is a [collective action problem](#). An organization to make collective action possible knits together key leadership roles and collaboration: an authorizing and approving body, plan leadership via a lead planning agency or official, and a planning task force. A [revitalization plan](#) that reflects shared values can be enabled by specialists in planning, communication, and information and data management and by public and stakeholder involvement.



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