



POST OFFICE BOX 850 • COWETA, OKLAHOMA 74429 • PH. (918) 486-2189 • FAX (918) 486-5366 • www.cityofcoweta-ok.gov

Memorandum

To: Honorable Chairman and Members of the Board of Trustees
From: Roger Kolman, City Manager
Re: 2020 Patriotic Festival
Date: 6/1/2020

BACKGROUND

The citizens of the City of Coweta, along with the citizens of almost the entire world, have been through very troubling times these last several months due to the Covid-19 pandemic. Thankfully, as of the date of this report, there has been limited community spread of the virus inside of Coweta. Sadly though, at least twelve of our citizens have fallen victim to the deadly effects of this virus. The lack of significant community spread inside of Coweta may at least be partially attributable to the directives of federal, state and local agencies promoting social distancing and more stringent sanitation practices.

At the end of April 2020, the State of Oklahoma issued a plan providing guidance for the reopening of our economy with June 1 targeted as the beginning of “Phase 3”. However, as of the date of this report, guidelines related to Phase 3 have not been issued so it is unclear what will be expected for large capacity outdoor events like the Patriotic Festival. Current guidance from the State of Oklahoma requires enhanced sanitation practices, maintenance of social distancing, and limits events to crowds of no more than fifty. It is reasonable to assume that the guidance for Phase 3 will create opportunities for larger scale events to occur while continuing to maintain expectations for enhanced sanitation practices and social distancing norms.

After meeting with the staff primarily responsible for planning and putting on this annual event, we have determined that it would be very difficult to provide enough staff and volunteers to adequately maintain the recommended sanitation practices while encouraging attendees to maintain social distancing. The City of Tulsa and other surrounding municipalities have begun cancelling large scale events because of these issues and Staff would advise the cancellation of the 2020 Coweta Patriotic Festival as well. Following the lead of the City of Tulsa, Staff would further recommend that the fireworks display planned for the Patriotic Festival be moved to September 19th to coincide with the annual Coweta Fall Festival event.

STAFF RECOMMENDATION

Staff recommends the cancellation of the 2020 Patriotic Festival event scheduled for June 27, 2020 and the rescheduling of the fireworks display to coincide with Coweta Fall Festival.

ATTACHMENTS

Oklahoma Official Guidance on Outdoor Concerts
City of Coweta Covid-19 Cases

Employer Guidance for Oklahoma's Open Up and Recover Safely Plan

Please note this guidance is not comprehensive, it is intended to serve as a tool to help businesses and local officials establish general protocols encountered in various situations. We have identified some foreseeable health risks associated with Covid-19 and have provided suggestions to mitigate those risks. Effective safety measures that protect employees and citizens are critical to a successful reopening of our great state. There are unique situations not covered here, and we rely on collaboration with our local officials, businesses and citizens using their best judgement during this unprecedented time. We must all take responsibility to protect those in our community. Thank you for doing your part to ensure the safety of all Oklahomans.

Outdoor Concerts

- **May resume beginning May 1, 2020**
- Should adhere to sanitation and disinfecting protocols and social distancing guidelines from the CDC.
 - If food is served please review employer guidance for restaurants for additional sanitation and disinfecting guidelines.

Recommended Guidelines for Temperature Checks & Employer Policies

Those organizing outdoor concerts should consider use of a touchless infrared thermometer to check the temperature of employees and volunteers each day during the event. Employees or volunteers with a temperature above 100.4°F are recommended to be sent home until they have no fever and no evidence of COVID-19 symptoms.

Sanitation & Disinfecting Guidelines

- You are encouraged to develop, implement, and maintain and revise a cleaning and disinfecting plan for your workplace or organized event.

Developing Your Plan

- Evaluate your venue to determine what kinds of surfaces and materials make up that area. Most surfaces and objects will just need normal routine cleaning. Frequently touched surfaces and objects like light switches, doorknobs, tables, chairs, and benches should be cleaned and then disinfected to further reduce the risk of germs on surfaces and objects.
 - First, clean the surface or object with soap and water.
 - Then, disinfect using an [EPA-approved disinfectant](#).
 - If an EPA-approved disinfectant is unavailable, you can use 1/3 cup of bleach added to 1 gallon of water, or 70% alcohol solutions to disinfect. Do not mix bleach or other cleaning and disinfection products together.

Determine What Needs to be Cleaned

- If your business or venue has been unoccupied for 7 days or more, it will only need your normal routine cleaning to reopen the area. This is because the virus that causes COVID-19 has not been shown to survive on surfaces longer than this time.
- If the area is outdoors: outdoor areas generally require normal routine cleaning and do not require disinfection. Spraying disinfectant on sidewalks and in parks is not an efficient use of disinfectant supplies and has not been proven to reduce the risk of COVID-19 to the public.
- You should maintain existing cleaning and hygiene practices for outdoor areas. The targeted use of disinfectants can be done effectively, efficiently and safely on outdoor hard surfaces and objects frequently touched by multiple people.

Determine What Needs to be Disinfected

- Following your normal routine cleaning, you can disinfect frequently touched surfaces and objects using a product from EPA's list of approved products that are effective against COVID-19.
- If you are cleaning or disinfecting a hard and non-porous material or item like glass, metal, or plastic, consult [EPA's list of approved products for use against COVID-19](#). Examples of high-touch areas that need to be disinfected are:
 - Tables, chairs doorknobs, light switches, countertops, handles, desks, phones, keyboards, toilets, faucets and sinks, touch screens, and ATM machines.
 - Bleachers, public restrooms, water fountains, and event booths.
- If you are cleaning or disinfecting a soft and porous material or items like carpet, rugs, or seating in areas, these soft and porous materials are generally not as easy to disinfect as hard and non-porous surfaces. EPA has listed a limited number of products approved for disinfection for use on soft and porous materials.
 - Soft and porous materials that are not frequently touched should only be cleaned or laundered, following the directions on the item's label, using the warmest appropriate water setting.

Implement Your Plan

- Clean visibly dirty surfaces with soap and water. Clean surfaces and objects using soap and water prior to disinfection. Always wear gloves appropriate for the chemicals being used for routine cleaning and disinfecting.

Maintain and Revise Your Plan

- Routine cleaning and disinfecting are an important part of reducing the risk of exposure to COVID-19. Normal routine cleaning with soap and water alone can reduce risk of exposure and is a necessary step before you disinfect dirty surfaces.
- Surfaces frequently touched by multiple people, such as door handles, desks, phones, light switches, and faucets, should be cleaned and disinfected at least daily.
- More frequent cleaning and disinfection may be required based on level of use.

Additional Cleaning and Sanitation Practices

- When offering public restrooms, consider cleaning and sanitizing the restrooms frequently.

- Strategic placement of approved hand sanitizers for employees, volunteers, and visitors in communal spaces and touch points. If hand sanitizer is not available, encourage employees and visitors to frequently wash hands with soap and water.
- Employees are encouraged to use proper handwashing, observe respiratory etiquette, and avoid using other employees' phones, pens, notepads, or other work tools.
- Employees and volunteers are encouraged to wear gloves and a mask.
- Consider postponing offering concession stand food and drink. If you do offer food and drink at your event, please review the guidelines for restaurants to ensure sanitation best practices.

Maintain Social Distancing At All Times

Organizers, employees, volunteers, and visitors are encouraged to follow social distancing guidelines including maintaining a physical distance of at least 6 feet between individuals.

- Groups are limited to 50 people. There should be social distancing of six feet between groups and individuals.
- Consider designating areas of the outdoor venue that offer guidance on how to appropriately space seating, lawn chairs, blankets, etc. so that social distancing may be practiced.
- Encourage visitors to bring their own food and supplies when possible.
- Consider designated entrances and exits to minimize face-to-face exposure of patrons entering and exiting the establishment.
- Consider the use of facial coverings or masks.
- Consider displaying posters and signs around the venue to frequently remind patrons to take steps to prevent the spread of COVID-19. These messages may include information about:
 - Staying home if you are sick or do not feel well, and what to do if you're sick or feel ill.
 - Using social distancing and maintaining at least six feet between individuals.
 - Covering coughs and sneezes with a tissue, then throwing the tissue in the trash.
 - Washing hands often with soap and water for at least 20 seconds, especially after going to the bathroom, before eating, and after blowing your nose, coughing, or sneezing.
 - Avoiding touching eyes, nose, and mouth with unwashed hands.

City of Coweta Covid-19 Cases

