



City of Louisville COVID-19 Level BLUE: Caution Facility and Operations Plan

April 15, 2021

The State of Colorado recently moved to COVID Dial 3.0, through which the COVID-19 public health guidance will change as caseload decreases and vaccine penetration increases. CDPHE indicated through this change that beginning April 16, 2021 the CDPHE Dial system will evolve from a statewide public health order to locally managed and local ordinances. The State will no longer manage or provide guidance regarding COVID response. Local governments, in coordination with regional public health partners, will develop the plans for COVID-19 response moving forward.

Boulder County Public Health (BCPH) is partnering with the Denver metro area public health agencies (City/County of Denver and Broomfield, Adams, Arapaho and Jefferson Counties) to coordinate public health response. When the State devolves the Dial system to local public health on April 16, 2021, [Boulder County will move to Level BLUE: Caution](#), as long as the current case incidences do not exceed 300 cases per 100,000 and positivity rates do not exceed 7.5%. The Level BLUE order was approved by BCPH Board of Public Health on April 12, 2021, and goes into effect on Friday, April 16, 2021. At this time, BCPH plans to move Boulder County from Level BLUE to Level CLEAR (formerly level GREEN) on the dial on May 16, 2021. The new Level CLEAR will replace the Green level on the dial below, and will generally remove all capacity restrictions. This may be pushed out to a later date if caseload and hospitalization numbers continue to increase.

Until at least May 5, 2021, masks are required in all indoor public spaces in Boulder County regardless of group size or vaccination status (BCPH mask order is 30 days, then may be renewed). Face coverings are no longer required in any setting outdoors, though they are recommended. The City of Louisville mask Ordinance No. 1805 Series 2021 requires masks to be worn indoors for anyone two and over, and masks are not required outdoors. The City's mask order is in place until rescinded by City Council.

The City's reopening plans for Level BLUE reflect the BCPH Public Health order approved on April 12, 2021, and include recommendations for capacity restrictions and the City's reopening principles, provided below.

	Level Clear: New Normal	LEVEL BLUE: CAUTION	LEVEL YELLOW: CONCERN	LEVEL ORANGE: HIGH RISK	LEVEL RED: SEVERE RISK	LEVEL PURPLE: EXTREME RISK
Metric for Phase 2 – Hospital Admissions per 100,000	0-2	2-3	3-4	4-5	>5	>5 and Hospital Capacity is Threatened
HIGH-RISK POPULATIONS	No local capacity restrictions. Must still be attentive to hygiene and sanitation and must ensure paid leave policies meet state law requirements to ensure employees remain home when sick.	Use Caution Eligible for worker benefits and mandatory prioritization for remote work.	Advised to Stay at Home Eligible for worker benefits and mandatory prioritization for remote work.	Strongly Advised to Stay at Home Eligible for worker benefits and mandatory prioritization for remote work.	Stay at Home Eligible for worker benefits and mandatory prioritization for remote work.	Stay at Home Ordered Eligible for worker benefits and mandatory prioritization for remote work.
PERSONAL GATHERING SIZE		Indoor personal gatherings should follow the CDC guidance on gatherings up to 10 people and indoor events or outdoor event for more than 10 people.	Indoor personal gatherings should follow the CDC guidance on gatherings up to 10 people and indoor events or outdoor event for more than 10 people.	Up to 10 people from no more than 2 households.	None; gatherings of 2+ people from different households prohibited.	None; gatherings of 2+ people from different households prohibited.
CHILDCARE		Open	Open	Open	Open	Open
P-12 SCHOOLS		In-person.	In-person suggested, hybrid, or remote as appropriate.	In-person suggested, hybrid, or remote as appropriate.	P-5: in person suggested, hybrid, or remote as appropriate. Middle School: In-person, hybrid, or remote suggested. High School: Hybrid or remote suggested.	In-person, hybrid, or remote as appropriate.
HIGHER EDUCATION		In-person.	In-person, hybrid, or remote as appropriate.	In-person, hybrid, or remote as appropriate.	Remote suggested, limited in-person when necessary.	Remote suggested, very limited in-person when necessary.
RESTAURANTS		6 feet between parties up to 100% capacity.	50% capacity up to 150 people 6 feet between parties outdoors, per local zoning.	25% capacity up to 50 people 6 feet between parties outdoors, per local zoning.	Indoor dining closed. Takeout, curbside, delivery, or to-go, outdoor/open air with only groups of same household is open.	Indoor and outdoor dining closed. Takeout, delivery, or to-go is open.
LAST CALL FOR ON-PREMISE		2 a.m.	1 a.m.	12 a.m.	10 p.m.	No on-premise service.
SMOKING LOUNGES		50% capacity up to 25 people.	50% capacity up to 10 people.	25% capacity up to 10 people.	Closed.	Closed.
NON-CRITICAL MANUFACTURING		75% capacity.	50% capacity up to 50 people (or up to 100 with calculator).	25% capacity up to 50 people.	25% capacity up to 50 people.	10% capacity or 25 people.
OFFICES		75% capacity.	75% capacity, remote work is strongly encouraged.	25% capacity, remote work is strongly encouraged.	10% capacity, remote work is strongly encouraged.	Remote work or closed.

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BARS		25% capacity up to 75 people.	Closed.	Closed.	Closed.	Closed.
GYMS/FITNESS		6 feet between parties up to 100% capacity.	50% capacity up to 50 people (or up to 100 with calculator).	25% capacity up to 50 people.	10% capacity up to 10 people indoors per room, or outdoors in groups less than 10. Reservations required.	Virtual, or 10-person capacity outdoors per activity.
GROUP SPORTS AND CAMPS		50-person capacity per activity. Camps limited to 25 participants indoors and 50 outdoors.	25-person capacity per activity. Camps limited to 10 participants indoors and 25 outdoors.	10-person capacity per activity. Camps should be conducted virtually or with no more than 10 participants outdoors.	Virtual, or 10-person capacity outdoors with 6 feet distancing.	Virtual, or 10-person capacity outdoors with 6 feet distancing. Camps are closed.
CRITICAL AND NON-CRITICAL RETAIL		75% capacity.	75% capacity.	50% capacity with increased curbside pickup and delivery. Dedicated senior and at-risk hours encouraged.	50% capacity with increased curbside pickup and delivery. Dedicated senior and at-risk hours encouraged.	Non-critical retail closed. Curbside pickup and delivery OK. Critical may operate at 50% capacity but should make significant efforts to reduce the number of people in-store as much as possible.
PERSONAL SERVICES		50% capacity up to 50 people.	50% capacity up to 50 people.	25% capacity up to 25 people.	25% capacity up to 25 people.	Closed.
LIMITED HEALTH CARE SETTINGS		50% capacity up to 50 people.	50% capacity or 50 people.	25% capacity up to 25 people.	25% capacity up to 25 people.	10% capacity or 25 people.
INDOOR UNSEATED EVENTS AND ENTERTAINMENT		50% capacity up to 175 people.	50% up to 50 people no calculator or up to 150 with calculator.	25% up to 50 people with calculator.	Closed. Educational institutions, including museums, aquariums, and zoos, may operate indoors at 25% capacity up to 25 people.	Closed.
INDOOR SEATED EVENTS AND ENTERTAINMENT		6 feet distancing up to 100% capacity.	50% capacity up to 150 people.	25% capacity up to 50 people.	Closed. Educational institutions, including museums, aquariums, and zoos, may operate indoors at 25% capacity up to 25 people.	Closed.
CASINOS		Same as indoor events.	Same as indoor events.	Same as indoor events.	Closed.	Closed.
OUTDOOR SEATED AND UNSEATED EVENTS AND ENTERTAINMENT		6 feet distancing up to 100% capacity.	50% capacity up to 175 people.	25% capacity up to 75 people, with calculator for unseated.	25% capacity up to 75 people, with calculator for unseated.	Closed.
OUTDOOR GUIDED SERVICES		6 feet distancing up to 100% capacity.	50% capacity up to 10 people.	25% capacity up to 10 people.	25% capacity up to 10 people.	25% capacity up to 10 only in your own household.

Reopening Principles

The City has outlined the following principles to help guide the process of recovery and reopening:

- The health, safety and well-being of our employees and the residents of the City of Louisville are our top priority throughout reopening and recovery.
- The City will work to support the economic health of our residents, businesses and our organization through the process of recovery.

- The City will approach facility reopening carefully and with caution, evaluating the risks and rewards associated with each step toward recovery.
- The City commits to working collaboratively with our partners and supports alignment in our recovery efforts.
- The City will only move forward with reopening efforts if they are in compliance with state and county health guidelines.
- The City will remain flexible and nimble in planning and implementing recovery efforts, recognizing the pandemic response is dynamic and rapidly changing.
- Robust community engagement and response will be integral to the City's recovery process.

Below are the City's program and facility operating plans in Level's BLUE. These plans will reflect BCPH dial metric guidance and may change based on recommendations by BCPH.

Level BLUE: Concern

- BCPH and statewide mask mandate indoors in public places
- City of Louisville mask order for masks indoors remains in place, including for all City facilities (some exceptions apply – see City Ordinance)
- 6 feet social distancing required indoors and outdoors for groups over 10
- Masks are not required outdoors, but are recommended
- All programs and facilities will follow the Operational Protocols outlined at the end of this document.

I. City Hall

Offices may operate at 75% capacity in Level BLUE.

- Increase capacity of staff and public to 75%
- Continue limited hours Tues/Thurs from 8:00am – 12:00pm
- No appointment/reservations required, walk-ins welcome
- Masking and 6-foot social distancing remains in place in City Hall
- Departments may continue to stagger staff, with some staff working remotely
- Continue PH safety measures (plexiglass, social distance markings, hand sanitization)
- Public access limited to the first floor
- Meetings of under 10, or at 75% of the meeting space allowed
- Meetings may be scheduled in the Spruce Room
- Council Chambers reserved for staff work space or staff work meetings
- City to continue to provide all services remotely for the public

White House/Austin Niehoff house – Capacity of 75%

- Open the same hours as City Hall – Tuesday/Thursday 8:00am – 12:00pm
- Open to public for walk-ins, appointments encouraged
- Maintain capacity, patrons must wait outside until there is space
- No meetings in the White House

II. Public Library

City of Louisville Public Library will continue to operate with limited open hours, in-person browsing, curbside services, we browse for you service, quiet study space and computer access hours prior to and during Level BLUE.

Starting April 26th most limits will be removed and many services will be restored. This level of service will continue until Level CLEAR, or on May 16, depending on which occurs first. At that time, services and programs will be expanded.

- Patrons will have access to browse the entire library
- Full access to computers for adults, teens and children
- Limited, socially distanced seating will be available for quiet study
- Children's Department occupancy will continue to be metered to support social distancing
- Curbside, Grab and Go, and We Browse for You services will continue to be available
- Drop-offs can occur 24/7 at the drive thru drop-off, or in person, in the building during open hours
- Hours of operation:
 - Monday 1pm-5pm (Curbside only)
 - Tuesday/Thursday 1pm – 7pm
 - Wednesday/Friday 11am – 5pm
 - Sunday 1pm – 5pm

III. Louisville Historical Museum

The Museum will be open regular hours for drop-in tours starting in late May.

- Occupancy limits in Level BLUE will be 50% for indoor tours.
- Walking tours will resume at regular intervals.
- There will be no large events until late summer.

IV. Police Department/Municipal Court

- Continue limited public hours Monday/Wednesday
- No appointment/reservations required, walk-ins welcome
- Masking indoors and 6-foot social distancing remains in place
- Continue PH safety measures (plexiglass, social distance markings, hand sanitization)
- Remote court services will continue in Level BLUE

V. City Services

Under normal circumstances, the City Services building offers very limited public access and services. City Services building will remain closed to the public.

- Remain closed to public, exception for meetings with vendors and contractors as scheduled/arranged by staff
- 75% capacity, indoor masking and 6-foot social distancing in the lunch room and other common areas.

- Two or more employees per vehicle allowed, masks required when more than one person in a vehicle.

VI. Recreation and Senior Center (LRC)

Beginning in Level BLUE, the Recreation Center may operate with 100% capacity, with 6 foot social distancing. During this time, the Recreation Center will continue to roll-out additional programming, consistent with current requirements of mask-wearing and social distancing.

- Outdoor youth sports leagues
 - Athletic field rentals
 - Drop in childcare (3 days per week)
 - Additional contractual programs – Dolphin swim team, youth sports, youth activities, and Senior contractors
 - Plant sale (May)
 - Monarch High School CHSSA allowable sports – swimming, golf, baseball
 - Splash pad at Recreation Center-May 1
- Recreation Center activities allowed with full capacity
 - 6 foot social distancing required between patrons and staff
 - No reservations required
 - Masks required indoors, except when in swimming pools
 - Masks not required outdoor classes, but are recommended. 6 foot social distancing required for outdoor classes with more than 10 people.

Senior Center:

Senior Center programming by reservation is provided in Level BLUE.

All programs below will have the following:

- Sign in with phone number/email
- Seniors enter and exit through the senior center door from outside, unlocked M-F 9:00am-4:00pm
- Face masks required indoors
- 6-foot social distancing required
- Seating arranged with 6-feet distancing within senior Paramount room

Programs include:

- Bloomin' Seniors Garden Club
- Book Club
- Boomer Book Club
- Loving Hands Craft Group
- Drop In Art Club
- Computer Usage
- Lending Library
- Contractor/community partner programs (Art Classes, Computer Classes)
- Resource Programs requiring a registration, support groups, etc.

- Allow for virtual/hybrid option with contractors/community partners that are not doing in person programs (such as Medicare Basics classes)

Senior Meal curbside service will continue.

Memory Square Pool:

No capacity limits for outdoor pool use in Level BLUE.

- Masks not required in pool area (outdoors)
- Masks required in the locker rooms and bathrooms
- 6 foot social distancing required
- Seating will be arranged to support social distancing
- In-Season Hours of operation:
 - ✓ Monday- Thursday (10 am – 6 pm)
 - ✓ Friday (10 am -8 pm)
 - ✓ Saturday and Sunday (8 am – 8 pm)
- Limited hours May 1st- May 29th, and August 23rd – September 26.
 - ✓ Monday – Friday (10 am – 12) Lap swim
 - ✓ Saturday and Sunday (10 am – 12) Lap Swim, (12- 2 pm) Open Swim
- Memory will follow same guidelines and requirements directed by BCPH as the LRC
 - ✓ Open Swim will be 1:45 minutes
 - Limited to 50 swimmers
 - ✓ Reservations will be recommended.
 - Drop-ins allowed if available

Special Programs:

- Dolphins swim team practices and swim meets
 - ✓ Practices; Monday – Friday (6am -10 am, 6 pm – 8pm)
 - ✓ 3 Swim Home Swim Meets; June 5th, June 19th, July 17th (6 am – 2:30 pm)
- Private swim lessons Monday, Wednesday, Friday (10-12)
 - ✓ Group lessons will be dedicated to the LRC
- Water aerobics
 - ✓ Monday – Friday 12-1
- Limited Summer Day camp days and times
 - ✓ Currently working with Louisville Camps to provide days and times for kids
- After hours pool rentals will be provided

VII. Coal Creek Golf Course (CCGC)

The Coal Creek Golf Course will be open with regular hours.

- Masks required in all indoor spaces including the bathrooms, pro shop, restaurant, etc.
- Masks are not required outdoors, but are recommended
- Carts will be allowed for use by multiple golfers. If two golfers from separate households, golfer may be provided a separate cart if requested.
- Flags may be removed by golfers during play
- Extended tee time intervals to 10 minutes (normally intervals are between 8-9 minutes)

- Pencils, tees, scorecard and social distancing guidelines are distributed on golf carts.
- Additional cleaning and sanitation of bathrooms will take place multiple times during the day.

VIII. Special Events, Parks, Amenities and Other City Facilities

Limited use of parks facilities and amenities are open during Level BLUE. Masks are required indoors. Masks are not required outdoors but are recommended. 6 feet social distancing required for groups over 10 people.

- **Special Events and Special Event Permits:**
 - o For any gathering between April 16 and May 15 exceeding 500 attendees, such as an indoor or outdoor event or activity, businesses or organizers must contact Boulder County Public Health at least 14 days in advance of the event and submit a plan to the County Covidbiz@bouldercounty.org to ensure adequate COVID-19 mitigation and prevention measures will be in place.
- **Louisville Center for the Arts:**
 - o The Louisville Arts Center is open for indoor programming at 50% capacity, with a maximum of 50 people.
 - o Masks required in the Art Center
 - o 6 foot social distancing must be maintained.
- **Commercial Rentals:**
 - o Community Park, Memory Square, Annette Brand, Cottonwood Park are available for rentals during Level BLUE.
 - o 6 foot social distancing required for any groups/rentals over 10 people.
 - o Steinbaugh Pavilion rentals are allowed for up to 165 people.
- **Park Shelters:**
 - o City of Louisville park shelters are available on a drop-in basis for use by groups, if/when not reserved.
 - o Park Shelter rentals begin on May 1, 2021
 - o Any group rental or drop-in use with over 10 people must observe the 6 foot social distance requirement.

COVID-19 Operational Guidelines for all City Facilities

Sanitization:

- ☐ A sanitization station and signage will be installed at entrances of all facilities.
- ☐ A designated sanitation worker will be appointed daily at each facility:
- ☐ Employees directly serving customers will clean frequently.
- ☐ Cleaning will occur at facilities that are open to the public on a regular basis.

Employee Safety:

- ☐ Sick employees must stay home and contact a health care professional for guidance if experiencing symptoms of COVID-19.
- ☐ If an employee is experiencing symptoms of COVID-19 and sent home from a City facility -
 - ☐ The City will coordinate with janitorial staff to clean the facility.
 - ☐ Fellow employees should self-monitor for symptoms and notify their supervisor if they start to experience symptoms of COVID-19.
- ☐ Employees who have a telework agreement with their Department Director will telework/work in person as scheduled.
- ☐ Maintain 6 feet of physical distancing between staff and patrons (required in Level BLUE, recommended in Level CLEAR)
- ☐ Employees wear masks indoors in City facilities
- ☐ Employees may remove masks when working outdoors
- ☐ Employees cover their nose and mouth when coughing and sneezing.
- ☐ Wash hands frequently, especially after coughing or sneezing. Wash with soap and water for at least 20 seconds. If soap and water are unavailable, use an alcohol-based hand sanitizer that contains at least 60% alcohol to clean hands.
- ☐ Thermometers for temperature checks must be used upon entry to buildings. Employees must be screened for COVID-19 symptoms each day. Anyone symptomatic will be excluded from work for at least 7 days. For additional details, please see the City's policies on COVID-19 illness, teleworking, PPE and travel in [the City Share in Emergency Preparedness\COVID-19\Continuity of Operations Plans](#).

Public/Customer Management:

- ☐ Public entering any City facility or accessing City programs/services must wear masks indoors, consistent with the City mask ordinance. While there are some exceptions to the requirement to wear a mask, City policy still requires all patrons and staff in City facilities to wear masks to protect the health and safety of all staff and other patrons. If a person meets one of the exceptions and cannot wear a mask, they still may not enter a City facility without a mask. City staff will work with the patron to provide an accommodation for service.
- ☐ Public may utilize sanitization stations for customers upon entrance to buildings.
- ☐ Maintain adequate spacing (6 feet) between customers and staff inside and outside facilities.
 - ☐ Physical barriers such as sign stands, ropes and sneeze guards will be utilized to direct customers for in person services.
 - ☐ Each facility will have a staff member dedicated to monitor sanitization stations and social distancing.

- Prominently display signs in offices that communicate with customers and staff the steps the city is taking to minimize the risk of COVID-19 and give visual cues for correct social distancing.
- Adopt practices that encourage line management and reduce wait time for customers.