



City of Louisville COVID-19 Level CLEAR Facility and Operations Plan

June 1, 2021

The State of Colorado has 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 devolved the Dial system to local public health on April 16, 2021, Boulder County moved to Level Blue. At this time, BCPH plans to move Boulder County 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, and will generally remove all capacity restrictions.

On May 20, 2021 BCPH updated its mask order to align with the State of Colorado masking order. Louisville City Council rescinded the City's mask ordinance concurrent with the effective date of the new [BCPH Public Health Order 2021-06](#) so at this time the City is under the BCPH mask order.

The City's reopening plans for Levels BLUE and CLEAR 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.

	Level Clear: New Normal	LEVEL BLUE: CAUTION	LEVEL YELLOW: CONCERN	LEVEL ORANGE: HIGH RISK	LEVEL RED: SEVERE RISK	LEVEL PURPLE: EXTREME RISK
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 CLEAR. These plans will reflect BCPH dial metric guidance and may change based on recommendations by BCPH.

Level CLEAR – Limited restrictions in any setting

- BCPH and statewide mask mandate indoors in certain indoor spaces.
- City of Louisville no longer has a local mask order in place, and therefore businesses and organizations must adhere to the BCPH mask order.
- Masks are recommended for patrons entering City buildings who are not fully vaccinated, including for children aged 2 – 11.
- Masks are recommended for staff who are not fully vaccinated.
- Masks are required for children aged 2 – 11 during any indoor programs in City buildings.
- Masks are encouraged outdoors when 6 foot social distancing cannot be maintained.
- 6 foot social distancing is encouraged when possible.

I. City Hall

Offices may operate at full capacity in Level CLEAR.

- Open for in-person services Monday-Thursday, 9am – 2pm
- No reservation/appointment required, unless department or services specific requirement
- Closed Friday. Staff may work in facility on Friday but no public access (no in-person meetings with external partners, public, etc.)
- Masks are recommended for patrons entering City buildings who are not fully vaccinated, including for children aged 2 – 11.
- Masks are recommended for staff who are not fully vaccinated.
- Staff/customers are encouraged to maintain 6 feet social distancing

- Departments may continue to stagger staff, with some staff working remotely
- In person meetings allowed with social distancing. Meetings must be pre-scheduled in the Spruce room.
- Council Chambers utilized for staff work space upon reservation, or reserved for staff work meetings.

White House/Austin Niehoff – Full capacity

- Open for In-person services Monday – Thursday, 9am – 2pm
- Open to public for walk-ins, appointments encouraged
- No meetings with public in the White House, meetings may take place in City Hall Spruce Room

II. Public Library

Starting in Level CLEAR, on May 17th the Library will be open 34 hours each week with additional expanded services. Masks are required indoors.

- Additional 4 hours of dedicated curbside service.
 - Curbside service will continue as long as there is enough demand to justify the staff investment.
 - When Curbside service is discontinued, those hours will be added to the Library's open hours to allow for more in-person services.
- All departments will continue to be open for browsing.
- Full access to computers for adults, teens and children.
- All seating for quiet study will be available.
- Some study rooms will be made available for single person and small group use.
- We Browse for You service continues.
- Homebound delivery continues.
- Drop-offs can occur 24/7 at the drive thru drop-off, Spruce St. drop-off, or in the building during open hours
- Anticipated hours will be:

Monday – 1:00pm -5:00pm Curbside

Tuesday, Wednesday, Thursday – 11:00am -7:00pm

Friday – 11:00am – 5:00pm

Sunday – 1:00pm -5:00pm

Some programming will also be restored:

- Virtual programming continues
- Take and Make craft projects continue
- Select programming will be done outside (on the Plaza and at Steinbaugh Pavilion)
 - Summer Reading Program Celebration in early June
 - Weekly Storytime in the Park (or at Steinbaugh Pavilion)
- Staff is still exploring options for safe indoor programming
 - Limited attendance
 - Limited program time

III. Louisville Historical Museum

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

- Masks are recommended for patrons entering City buildings who are not fully vaccinated, including for children aged 2 – 11.
- Masks are recommended for staff who are not fully vaccinated.
- Walking tours will resume at regular intervals.
- There will be no large events until late summer.

IV. Police Department/Municipal Court

- Open for in-person services Monday – Thursday, 9am – 2pm
- No appointment/reservations required, walk-ins welcome
- Masks are recommended for patrons entering City buildings who are not fully vaccinated, including for children aged 2 – 11.
- Masks are recommended for staff who are not fully vaccinated.
- Continue PH safety measures (plexiglass, social distance markings, hand sanitization)
- Court records available during open hours when staff are available on-site.
- Remote court will continue, with in-person Court planned to resume in June.

V. City Services

Under normal circumstances, the City Services building offers very limited public access and services. City Services building will be open for public and businesses working directly with City departments at City Services.

- Meetings with vendors and contractors as scheduled/arranged by staff.
- Full capacity 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 Clear there are no capacity restrictions. During this time, the Recreation Center will continue to roll-out additional programming, consistent with current requirements of masking and sanitizing. Normal operations and all programming will be available. Some virtual programs and hybrid programs will continue to be offered as well.

- Masks are recommended for patrons entering City buildings who are not fully vaccinated, including for children aged 2 – 11.
- Masks are recommended for staff who are not fully vaccinated.
- Masks are required for children aged 2 – 11 during any indoor programs in City buildings, including child care, summer camps, and all other youth programs.
 - Masks required indoors for all teachers/leaders of City programs.
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Senior Center:

- 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 service will continue to be provided curbside at least through the summer.

Memory Square Pool:

No capacity limits for pool use in Level Clear.

- Masks not required in pool area (outdoors), but are encouraged when 6 foot social distancing cannot be maintained.
- 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 1- May 29, and August 23 – September 26.
 - ✓ Monday – Friday (10 am – 12 pm) Lap swim
 - ✓ Saturday and Sunday (10 am – 12pm) Lap Swim, (12pm - 2 pm) Open Swim
- Memory will follow same guidelines and requirements directed by BCPH as the LRC
 - ✓ Open Swim will be 1:45 minutes
 - ✓ 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 5, June 19, July 17 (6 am – 2:30 pm)
- Private swim lessons Monday, Wednesday, Friday (10 am-12 pm)
 - ✓ Group lessons will be dedicated to the LRC
- Water aerobics
 - ✓ Monday – Friday 12 pm -1 pm
- Limited Summer Day camp days and times
Currently working with Louisville Camps to provide days and times for kids
No Pool rentals will be provided due to other community uses.

VII. Coal Creek Golf Course (CCGC)

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

- Masks are recommended for patrons entering City buildings who are not fully vaccinated, including for children aged 2 – 11.
- Masks are recommended for staff who are not fully vaccinated.
- Masks are encouraged outdoors when 6 feet social distance can't be maintained.
- 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 in 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

- **Special Events and Special Event permitting:**
 - Permitted special events will be required to adhere to any guidelines currently in place through Boulder County.
 - Masks are encouraged outdoors when 6 feet social distance can't be maintained.
 - The City of Louisville may impose additional requirements depending on the event location, size, etc.
- **Louisville Center for the Arts:**
 - The Louisville Arts Center is open for rentals and events.
 - Masks are recommended for patrons entering City buildings who are not fully vaccinated, including for children aged 2 – 11.
 - Capacity limited to under 100 attendees in the Arts Center during the event.
 - Events over 100 require masking for all attendees in the Arts Center at any time.
- **Commercial Rentals:**
 - Masks are encouraged outdoors when 6 feet social distance can't be maintained.
 - Community Park, Memory Square, Annette Brand, Cottonwood Park are available for rentals.
 - Regular rental capacity limits apply.
 - Stienbaugh Pavilion is available for rental under regular capacity limits.
- **Park Shelters:**
 - City of Louisville park shelters may be rented for group use under regular capacity limits.
 - Masks are encouraged outdoors when 6 feet social distance can't be maintained.

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 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.
- ☐ Employees are encouraged to maintain 6 feet of physical distancing between staff and patrons (recommended in Level CLEAR)
- ☐ Masks are recommended for staff who are not fully vaccinated.
 - ☐ Vaccine status is private health information
 - ☐ Please respect staff privacy regarding masks
 - ☐ Please be respectful and kind, and respect other employees' decisions
- ☐ Masks are required for teachers/leaders of any indoor programming at City buildings for children aged 2 – 11.
- ☐ Masks are encouraged outdoors when 6 foot social distancing cannot be maintained.
- ☐ 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.

Public/Customer Management:

- ☐ Masks are recommended for patrons entering City buildings who are not fully vaccinated, including for children aged 2 – 11.
- ☐ Masks are required for children aged 2 – 11 during any indoor programs in City buildings.
- ☐ Masks are encouraged outdoors when 6 foot social distancing cannot be maintained.
- ☐ Public may utilize sanitization stations for customers upon entrance to buildings.
- ☐ Encouraged to 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.

