

**AGENDA for a Regular Meeting  
of the Board of Trustees of the Town of Fairplay, Colorado  
Monday, May 4, 2020 at 6:00 p.m.**

**VIRTUAL MEETING**

**(Meeting will not be held at the Town Hall)**

**Conferencing Access Information to Join via Internet:**

<https://attendee.gotowebinar.com/register/8269198660679679760>

**Connect via Phone: Dial (631-992-3221)**

**Enter Access Code 351-956-843**

**PLEASE SEE DETAILED INSTRUCTIONS AT THE END OF THE AGENDA.**

- I. CALL TO ORDER**
- II. PLEDGE OF ALLEGIANCE**
- III. ROLL CALL**
- IV. APPROVAL OF AGENDA**
- V. CONSENT AGENDA** *(The Consent Agenda is intended to allow the Board to spend its time on more complex items. These items are generally perceived as non-controversial and can be approved by a single motion. The public or the Board Members may ask that an item be removed from the Consent Agenda for individual consideration.)*
  - A. APPROVAL OF MINUTES** –April 20, 2020.
  - B. APPROVAL OF EXPENDITURES**—Approval of bills of various Town funds in the amount of \$23,285.90
- VI. CITIZEN COMMENTS**
- VII. UNFINISHED BUSINESS**
  - A. Other Discussion Items**
- VIII. NEW BUSINESS**
  - A. Discussion Regarding Summer Events**
  - B. Other New Business**
- IX. BOARD OF TRUSTEE AND STAFF REPORTS**
- X. ADJOURNMENT**

**Upcoming Meetings/Important Dates**

Mother's Day	May 10 <sup>th</sup> , 2020
Regular Meeting of the Board of Trustees	May 18 <sup>th</sup> , 2020
Memorial Day	May 25 <sup>th</sup> , 2020

*This agenda may be amended.*

*Posted at Fairplay Town Hall, Fairplay Public Library, Fairplay Post Office, and Town of Fairplay Website on Thursday, April 30, 2020.*

## How to Participate in Virtual Meetings Using GoToWebinar

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To help control the spread of the COVID-19 virus the Town of Fairplay will be conducting Town Board meetings virtually, encouraging public participation as usual. These efforts will keep the community, elected officials, staff and residents safe while continuing to conduct important Town business

The Town will be using a virtual meeting format for the Town Board of Trustee meetings until further notice and will be utilizing GoToWebinar to do so. This means no members of the public will be allowed in the Board Room. The public may participate virtually and the instructions below are provided to describe the various ways this can happen.

The link which will allow you to register for the meeting will be posted on the Town of Fairplay website, [www.fairplayco.us](http://www.fairplayco.us) under the "Mayor and Board of Trustees" tab and on the most recent agenda. On the most recent agenda there will be a link. Once you follow the link you will need to register for the meeting by providing your full name and email address. **Once you register, you will receive an email with a link and phone number you can use to join the meeting by web or by phone.**

Please note that if you plan to call into the meeting by phone **you must email your public comments to [info@fairplayco.us](mailto:info@fairplayco.us) by 4:30pm the day of the meeting.**

### TO COMMENT IN ADVANCE IF YOU ARE PLANNING TO ATTEND BY TELEPHONE OR PHONE APP:

- Email [info@fairplayco.us](mailto:info@fairplayco.us) to submit your question/comment.
  - **Please be aware that if you join by telephone or phone app you will not be able to ask questions or make comments via voice. All public comments must be emailed prior to 4:30pm.**
  - Your comments will be included in the record and read at the appropriate time during the meeting.

### TO JOIN THE MEETING BY TELEPHONE OR PHONE APP:

- You will need to register for the meeting via the link provided on the agenda and located on the Fairplayco.us website under "Mayor and Board of Trustees" and on the most recent agenda. You will see a link on the agenda to the registration page. Please enter your full name. After you fill out this form you will be sent an email that will provide instructions on how to join the meeting. **You are encouraged to do this ahead of time.**
- Join the live meeting through the instructions GoToWebinar sent to your email address after you followed the step above and registered.

*This agenda may be amended.*

*Posted at Fairplay Town Hall, Fairplay Public Library, Fairplay Post Office, and Town of Fairplay Website on Thursday, April 30, 2020.*

- **If you are joining by telephone you will be required to enter an access code which is located below the “join in” phone numbers. Please note that you must complete the registration prior to receiving the call-in number and access code.**
- You will be joined to the meeting and automatically muted.

#### **JOINING THE MEETING BY WEB AND COMMENTING:**

- Join the live meeting through the instructions above.
- You will be joined to the meeting and automatically muted.
- You will be able to comment and/or ask questions by “chat” if attending by internet.

#### **HELPFUL TIPS FOR A GOOD VIRTUAL MEETING EXPERIENCE:**

- If joining through the web, log on 5 minutes before the start of the meeting, since some online products require downloads and installations
  - Please be aware when downloading GoToWebinar to ensure you are on the official website. Scammers have been setting up downloads which, at first glance, appear to be run by GoToWebinar, but in actuality are not and can give a virus to your computer.
- Turn off nearby cellphones if you are using a computer to connect.
- Using a headset or headphones is recommended if listening online.
- **Only** have the virtual meeting application on your computer. If you are running other programs like email or have additional websites open in your browser, it may interfere with your ability to hear or see the information. For best results close all other windows and applications.
- Please limit distractions when possible—i.e. background noise, conversations with others, etc. when you are unmuted.
- Video streaming is a relatively new technology so please be mindful of the following things when connecting via the internet.
  - If you have an older computer you may be better served by calling in by telephone.
  - If your internet is not reliable consider calling in by telephone

*This agenda may be amended.*

*Posted at Fairplay Town Hall, Fairplay Public Library, Fairplay Post Office, and Town of Fairplay Website on Thursday, April 30, 2020.*



**MINUTES OF THE REGULAR MEETING OF THE  
FAIRPLAY BOARD OF TRUSTEES  
April 20, 2020**

**CALL TO ORDER REGULAR MEETING OF THE BOARD OF TRUSTEES**

The regular meeting of the Board of Trustees for the Town of Fairplay was called to order at 6:03 p.m. and was held virtually via GotoWebinar. Mayor Frank Just proceeded with the pledge of allegiance, followed by the roll call which was answered by Trustees Scott Dodge, Eve Stapp and Cindy Bear (Paul Kemp absent). Also in attendance were Town Administrator/Clerk Tina Darrah, Town Attorney Paul Wisor, Public Works Director Jim Brown, and Assistant Town Administrator Mason Green.

**AGENDA ADOPTION**

**Motion #1** by Trustee Dodge, seconded by Trustee Bear, that the agenda be adopted. Motion carried unanimously. (Trustee Kemp absent).

**CONSENT AGENDA** *(The Consent Agenda is intended to allow the Board to spend its time on more complex items. These items are generally perceived as non-controversial and can be approved by a single motion. The public or the Board Members may ask that an item be removed from the Consent Agenda for individual consideration.)*

- A. **APPROVAL OF MINUTES** – March 16, 2020 and March 23, 2020
- B. **APPROVAL OF EXPENDITURES** – Approval of bills of various Town Funds in the amount of \$66,550.13

**Motion #2** by Trustee Dodge, seconded by Trustee Stapp, that the Consent Agenda be adopted as presented. A roll call vote was taken: Dodge - aye, Just – aye, Stapp – aye, Bear – aye. Motion carried unanimously. (Trustee Kemp was absent).

**CITIZEN COMMENTS**

There were no citizen comments offered.

**UNFINISHED BUSINESS**

**Other discussion items**

No unfinished business and no other discussion items were offered.

**NEW BUSINESS**

**Oaths of Office for Newly Elected Officials**

Mayor Just introduced the topic explaining that three Trustees were being sworn in at this meeting- Scott Dodge, who retained his seat, Cindy Bear, who retained her seat, and Josh Voorhis who is newly appointed and is filling Paul Kemp's seat on the Board.

Mayor Just proceeded to swear in each Trustee.

The Board and staff thanked Trustee Kemp for his service to the Board and Town.

*(Clerks Note: Terms were decided by the flip of a coin. Trustees Dodge and Bear were assigned 4-year terms and Trustee Voorhis was assigned a 2-year term.)*

**Selection of Mayor Pro-Tem**

Mayor Just introduced the topic stating that the Board needed to appoint a Mayor Pro Tem. Trustee Dodge was the only Trustee who stated they desired to serve as Mayor Pro Tem.

**Motion #3** by Trustee Voorhis, seconded by Trustee Bear, that Trustee Scott Dodge be appointed Mayor Pro Tem for the Town of Fairplay. A roll call vote was taken: Dodge - aye, Just – aye, Stapp – aye, Bear – aye, Voorhis—yes. Motion carried unanimously.

Should the Board Approve Adoption of Resolution No.13, series of 2020, entitled, "A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF FAIRPLAY, COLORADO, APPOINTING KIM WITTBRODT AS TOWN TREASURER?"

Mayor Just introduced the topic and stated that several staff positions were up for reappointment at this time including the positions of Town Treasurer, Town Clerk, Town Administrator, Town Attorney and Municipal Court Judge.

**Motion #4** by Mayor Just, seconded by Trustee Dodge, that the Board approve adoption of Resolution No.13, Series of 2020, entitled, **"A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF FAIRPLAY, COLORADO, APPOINTING KIM WITTBRODT AS TOWN TREASURER."**? A roll call vote was taken: Dodge—yes, Stapp—yes, Just—yes, Bear—yes, Voorhis—yes. Motion carried unanimously.

Should the Board Approve Adoption of Resolution No. 14, series of 2020, entitled, "A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF FAIRPLAY, COLORADO, APPOINTING TINA DARRAH AS TOWN CLERK AND TOWN ADMINISTRATOR?"

**Motion #5** by Trustee Dodge, seconded by Trustee Voorhis, that the Board approve adoption of Resolution No.14, Series of 2020, entitled, **"A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF FAIRPLAY, COLORADO, APPOINTING TINA DARRAH AS TOWN CLERK AND TOWN ADMINISTRATOR."**? A roll call vote was taken: Dodge—yes, Stapp—yes, Just—yes, Bear—yes, Voorhis—yes. Motion carried unanimously.

Should the Board Approve Adoption of Resolution No.15, series of 2020, entitled, "A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF FAIRPLAY, COLORADO, APPOINTING PAUL WISOR AS TOWN ATTORNEY."?

**Motion #6** by Trustee Dodge, seconded by Trustee Bear, that the Board approve adoption of Resolution No.15, Series of 2020, entitled, **"A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF FAIRPLAY, COLORADO, APPOINTING PAUL WISOR AS TOWN ATTORNEY."**? A roll call vote was taken: Dodge—yes, Stapp—yes, Just—yes, Bear—yes, Voorhis—yes. Motion carried unanimously.

Should the Board Approve Adoption of Resolution No.16, series of 2020, entitled, "A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF FAIRPLAY, COLORADO, APPOINTING BRIAN GREEN MUNICIPAL COURT JUDGE."?

**Motion #7** by Trustee Bear, seconded by Trustee Dodge, that the Board approve adoption of Resolution No.16, Series of 2020, entitled, **"A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF FAIRPLAY, COLORADO, APPOINTING BRIAN GREEN AS MUNICIPAL COURT JUDGE."**? A roll call vote was taken: Dodge—yes, Stapp—yes, Just—yes, Bear—yes, Voorhis—yes. Motion carried unanimously.

Bid Award for the Town Parking Lot and Access Road Project

Mayor Just announced that he and Trustee Stapp would recuse themselves from deliberating on this agenda item as he owned the company bidding the project, Betone Civil Constructors, and that he employs Trustee Stapp.

Mayor Just and Trustee Stapp then recused themselves from the meeting and left the virtual room.

Town Attorney Paul Wisor then asked the rest of the Board of Trustees if there were any other conflicts of interest. There were none.

Mayor Pro-Tem Dodge then took over the running of the meeting and invited staff to report on the topic.

Public Works Director Brown informed the Board that the Town had not received any bids for the parking lot portion of the first phase of the River Park project despite sending out a request for proposal to a number of companies. Public Works Director Brown stated after the Town received no response. It was at this time that Public Works Director Brown connected Betone Civil Constructors and Pavement Maintenance Services to jointly bid the process.

The Board had a brief discussion regarding the project and the bid process.

**Motion #8** by Trustee Bear, seconded by Trustee Voorhis, that the Town award the Town Parking Lot and Access Road Project to Betone Civil Constructors with a maximum initial contract value of \$162,097.19 and to Pavement Maintenance Services, Inc. with a maximum initial contract value of \$35,000. A roll call vote was taken: Dodge—yes, Bear—yes, Voorhis—yes. Motion carried unanimously. (Mayor Just and Trustee Stapp Absent).

Discussion Regarding Summer Events

Town Administrator Tina Darrah introduced the topic stating that staff had been researching how other organizations hosting summer events are planning to proceed in light of COVID-19. Darrah informed the Board that many event organizers were cancelling events that occur within the next ninety days. She then requested that because the Town of Fairplay summer events are coming up, the Board have a discussion and direct staff on how to proceed.

Mayor Just stated that he felt it would be prudent for the Town to wait until the next Regular Board of Trustees meeting on May 4<sup>th</sup> to make any decisions about holding summer events.

This sentiment was echoed by the rest of the Board and a brief discussion occurred.

Staff was directed to cancel Cemetery Clean-Up Day and Town Clean-Up Days, as they are coming up in June, but wait on making any determinations regarding holding summer events until after receiving direction from the Board at the May 4<sup>th</sup> meeting.

Other New Business

No additional new business

BOARD OF TRUSTEES AND STAFF REPORTS

**Public Works Director, Jim Brown** – Spoke about the water rate study and informed the Board that it was progressing.

**Trustee, Scott Dodge**- Stated that he thought the cruiser event the Friday previous had gone well.

**Trustee, Cindy Bear**- Spoke about high school graduation and about doing something for the seniors whose graduation ceremony would not take place due to COVID-19.

**Trustee, Josh Voorhis**- Spoke about the CDOT planning efforts for their construction project along HWY 285 that is scheduled for summer 2020.

**Mayor, Frank Just**- Mentioned that the Town would be doing something to support the graduating seniors and that he had attended the cruiser event and thought that people enjoyed it.

ADJOURNMENT

Mayor Just, noting that there being no further business before the Board, declared that the meeting be adjourned at 7:16 p.m.

\_\_\_\_\_  
Frank Just, Mayor

ATTEST:

\_\_\_\_\_  
Mason Green, Deputy Town Clerk







## MEMORANDUM

**TO:** Mayor and Board of Trustees  
**FROM:** Kim Wittbrodt, Treasurer  
**RE:** Paid Bills  
**DATE:** 4/29/2020

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Agenda Item: Bills

Attached is the list of invoices paid through April 29, 2020.

Total Expenditures: \$23,285.90

Upon motion to approve the consent agenda, the expenditures will be approved.

Please contact me with any questions.

## Report Criteria:

Detail report type printed

Check Issue Date	Check Number	Name	Description	Seq	Invoice Date	Check Amount	GL Account
04/29/2020	16050	Dana Kepner Company, In	Parts	1	04/20/2020	1,282.02	517485
Total 682:						1,282.02	
04/23/2020	16038	IIMC	Dues	1	04/02/2020	195.00	105140
Total 1150:						195.00	
04/21/2020	16025	Park County Clerk & Recor	Recording fees	1	04/21/2020	13.00	105105
Total 1558:						13.00	
04/29/2020	16051	Postal Pros Southwest, Inc	water billing	1	04/08/2020	288.13	517218
Total 1699:						288.13	
04/23/2020	16046	USABlueBook	supplies	1	04/16/2020	285.90	517665
Total 2176:						285.90	
04/23/2020	16048	Xcel Energy	945 quarry road	1	04/14/2020	15.28	517490
Total 2296:						15.28	
04/23/2020	16033	Darrah, Tina	Cell Phone	1	04/23/2020	50.00	105065
Total 2462:						50.00	
04/23/2020	16026	AmeriGas	Propane	1	04/17/2020	152.96	105186
Total 2468:						152.96	
04/23/2020	16047	Wittbrodt, Kim	cell phone reimb	1	04/23/2020	50.00	105065
Total 2655:						50.00	
04/23/2020	16039	Kasper, Gerrits	cell phone reimburse	1	04/23/2020	50.00	105645
Total 2747:						50.00	
04/29/2020	16054	Shamrock Security Service	security system 901 main	1	04/13/2020	120.00	105023
Total 2752:						120.00	
04/23/2020	16030	Bullock, Julie	cell phone reimburse	1	04/23/2020	50.00	105065
Total 2812:						50.00	
04/23/2020	16041	Mountain Peak Controls, In	programming	1	04/20/2020	875.00	517625
Total 2861:						875.00	
04/23/2020	16032	Colorado Analytical Lab	waste water testing	1	04/21/2020	380.00	517665
04/29/2020	16049		water testing	1	04/23/2020	23.00	517475

Check Issue Date	Check Number	Name	Description	Seq	Invoice Date	Check Amount	GL Account
Total 2864:						403.00	
04/29/2020	16052	Promark Industries, LLC	tahoe repair	1	04/21/2020	237.37	105420
04/29/2020	16052		tahoe repair	1	04/21/2020	756.65	105420
04/29/2020	16052		tahoe repair	1	04/28/2020	375.94	105420
Total 2887:						1,369.96	
04/23/2020	16043	Shirley Septic Pumping, In	port a pots	1	04/17/2020	266.00	105120
Total 2893:						266.00	
04/23/2020	16044	Silverheels Towing	towing	1	04/20/2020	107.00	105420
Total 3082:						107.00	
04/23/2020	16037	Green, Mason	cell phone reimburse	1	04/23/2020	50.00	105065
Total 3175:						50.00	
04/23/2020	16029	Brown, Jimmy	cell phone reimburse	1	04/23/2020	25.00	105645
04/23/2020	16029		cell phone reimburse	2	04/23/2020	25.00	517226
Total 3199:						50.00	
04/23/2020	16036	Garfield & Hecht, P.C.	legal	1	03/31/2020	2,589.00	105057
Total 3270:						2,599.00	
04/23/2020	16042	SGM	engineering	1	04/15/2020	2,301.25	517430
04/23/2020	16042		engineering	1	04/15/2020	3,747.75	517430
Total 3272:						6,049.00	
04/23/2020	16035	Ernst, Sarah	cell phone reimburse	1	04/23/2020	50.00	105065
Total 3313:						50.00	
04/23/2020	16031	Clark, Sean	cell phone reimburse	1	04/23/2020	25.00	517226
04/23/2020	16031		cell phone reimburse	2	04/23/2020	25.00	105645
Total 3328:						50.00	
04/23/2020	16040	Kulesza, Tyger	cell phone reimburse	1	04/23/2020	25.00	105645
04/23/2020	16040		cell phone reimburse	2	04/23/2020	25.00	517226
Total 3395:						50.00	
04/23/2020	16028	Black Lab Construction, LL	orc contract	1	04/11/2020	500.00	517455
Total 3400:						500.00	
04/23/2020	16034	Dooley Enterprises, Inc.	ammo	1	04/06/2020	264.00	105432
Total 3402:						264.00	

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Check Issue Date	Check Number	Name	Description	Seq	Invoice Date	Check Amount	GL Account
04/23/2020	16045	TAC10	software maintenance	1	04/01/2020	1,206.00	105465
Total 3403:						1,206.00	
04/23/2020	16027	Axon Enterprises, Inc.	tasers	1	03/26/2020	1,263.00	105450
Total 3404:						1,263.00	
04/29/2020	16053	Samuelson Pump Compan	well maintenance	1	04/24/2020	5,581.65	517495
Total 3405:						5,581.65	
Grand Totals:						23,285.90	

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Report Criteria:  
Detail report type printed

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## MEMORANDUM

**TO:** Mayor and Board of Trustees  
**FROM:** Tina Darrah, Town Administrator/Clerk  
**RE:** Discussion Regarding Summer Events/Burro Days  
**DATE:** April 30, 2020

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At the last Board of Trustees meeting, a discussion took place regarding the Town's summer events, namely Burro Days. I am including the memo from the last meeting in this packet for your reference. Staff's recommendation remains the same – that the 72<sup>nd</sup> Annual Burro Days be postponed until July of 2021. Here is the list of events (those in **bold** are owned and operated by the Town) and staff's recommended action:

April 12	Annual Easter Egg Hunt – <b>canceled by the American Legion</b>
May 16	<b>Cemetery Clean-up – canceled as of April 20</b>
June 5-7	<b>Town Clean-Up Days – canceled as of April 20</b> <b>(savings of \$7,500)</b>
June 6	South Park Trail Marathon and Half Marathon
June 26	<b>TGIFairplay Concert on Front Street – staff recommends canceling</b> <b>(savings of \$5,000)</b>
July 4	<b>Independence Day Celebration, Parade, 5K, Strut your Mutt, Flea Market, Fireworks and Concert– staff recommends canceling</b> <b>(savings of \$13,000)</b>
July 11-12	Silverheels 100 Mile Endurance Run and 50 Mile Run
July 15-19	Park County Fair
July 23-26	Fairplay Gem and Mineral Show
July 24-26	<b>Burro Days– staff recommends canceling</b> <b>(savings of \$36,000)</b>
July 24-26	Bayou Salado Mountain Man Rendezvous
July 25	Annual South Park Throw Down
August 1	Sheep Mountain Endurance Runs 50 Mile and 50K
August 8-9	<b>Fairplay's Wearable Art Fest– staff recommends canceling</b> <b>(savings of \$2,500)</b>
August 8-9	Living History Days
August 15	Ed Snell Memorial Run/Walk
August 28	<b>TGIFairplay Concert on Front Street– staff recommends waiting to make determination</b>

- Sept. 7-12     **South Park Plein Air Arts Celebration – staff recommends canceling (savings of \$39,000)**
- Sept. 12        Oktoberfest at South Park Brewery

Savings due to staffing changes that will occur by canceling the events as recommended above – approximately **\$44,000** (Administration and Public Works).

This totals almost **\$150,000** in direct savings to our 2020 budget. As previously discussed, we are looking at significant decreases in sales tax revenue and MUST cut our expenses drastically to compensate for this. The amended budget that I have previously discussed with the Board and staff, considers a 36% decrease in sales and lodging tax revenue and no further event revenue. This equals a \$567,000 decrease in revenue. We have proposed cutting \$423,000 from our 2020 budgeted expenses. This proposal includes the \$150k in event expenses noted above. While we still have not received March sales tax numbers, communities that are self-collected have and mountain communities are reporting a decrease of 30-40% as compared to last March.

These are not easy discussions to have and I certainly don't like recommending the postponement/cancellations of what has been an economic driver for the Town, but all of our events are designed to bring large groups of people together. Without the certainty that this will be allowed and safe for all involved, I cannot recommend that we move forward with spending these funds.

As far as the events that are brought to Fairplay by other organizations, it is my feeling at this time that we consider them on a case by case basis. Event organizers would need to prove that they are in compliance with whatever Public Health Orders are in place at the time of their event. For instance, the various races/walks that take place in the area – most with starting or ending lines in Fairplay. Sherpa John has provided a "Social Integration Strategy" that he has developed for his events that incorporate various social distancing methods, face masks, etc. I am including it for your information. Also, he has offered to move his first race scheduled for June 6<sup>th</sup> to August 1<sup>st</sup> to give our community and staff time to prepare for visitors. I have encouraged him to reschedule.



## MEMORANDUM

**TO:** Mayor and Board of Trustees  
**FROM:** Tina Darrah, Town Administrator/Clerk  
**RE:** Discussion Regarding Summer Events/Burro Days  
**DATE:** April 16, 2020

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With the ongoing COVID-19 crisis and the lack of certainty it presents for our summer season, staff felt it was important that we have a conversation with the Board about the status of these events, namely Burro Days. Other communities are also feeling this uncertainty. In our research, Leadville has canceled Boom Days (this is part of the triple crown and is held after Burro Days). Buena Vista is similarly considering canceling their leg of the race and associated events. Currently what I am hearing is that most organizers/towns/chambers/etc. are canceling events that are within 90 days. Some are tentatively planning smaller community events in place of their larger events with the option of canceling later if necessary.

Burro Days participants, such as vendors and racers, have started to reach out to staff as they see other events being affected by COVID-19. To date we have had several vendors cancel, we are not having any vendors sign-up (understandably), and all Saturday Llama events have been canceled by the Rocky Mountain Llama Association (the llama race, llama rama, etc.).

Our smaller community-based events, such as the TGIFairplay Concert series do not have the same logistics and finances associated with them as Burro Days, hence we are less concerned with an early decision regarding those events.

At this point, given the information that we have, the already received vendor and other cancellations related to the event, and the fact that Leadville has canceled and Buena Vista is considering the same, staff is recommending that the Board consider postponing the 72<sup>nd</sup> Annual Burro Days to July of 2021.

The other events we are interested in discussing are Town Clean-up and the Cemetery Clean-up. These events put our staff, in particular Public Works and our volunteers, in direct contact with the public. In considering CDC and State guidelines, this interaction may not be appropriate at this time.



# Social Integration Strategy

Looking Ahead To Racing in 2020

Presented By: Human Potential LLC

As our communities begin to look towards returning to new societal norms, The Human Potential Running Series (HPRS) believes that we can be a major part of economic recovery within the communities where we host our events, and allow participants the much needed opportunity to express themselves through physical activity. In order to be able to run again, and host our events as scheduled, we have come up with the following plan of action to ensure not only the health and safety of our participants, staff, and volunteers; but the health and safety of the communities we are privileged to recreate in.

## **The following is being implemented at HPRS Events until further notice:**

- We will check the temperature of each arriving registered runner, temporarily, with a no-touch temperature gun. Anyone exhibiting a fever of 100 degrees or higher, will be immediately instructed to leave. HPRS staff, volunteers, and all spectators are also subject to temperature checks until further notice. Anyone exhibiting an elevated temperature will be instructed to leave immediately.
- There will be no mass gathering(s) before or after each race. All pre-race meetings will be held via video and presented to participants online in the days prior to the event.
- Bib numbers will not be assigned prior to race day. Bib #s will be handed out in the order that runner's check-in. This is to speed up the check-in process and prevent long lines from forming at check-in. Wait lines will be marked with "wait locations" six feet apart.
- We will implement "rolling starts" for each race. The cut-off's at the end of each event will remain the same. Runners will be asked to arrive, get their temperature checked, complete check-in, then start when ready. Each race will have a 1-and-a-half-hour window for races with less than 100 registered runners, and 2-hours for races with 100 or more runners. There will be no mass start or congregating at our start lines.
- Our races typically see runners spread out over a 5-mile span for races a marathon in length or shorter, a 10-mile span for races up to 50-Miles, and a 15 or more mile span for 100K or longer. Our runners have been social distancing since before it was cool.
- Between rolling starts and normal social distancing that naturally occurs during our races, we are confident that all runners can successfully maintain 6 or more feet of social distancing throughout the duration of the event. The above detailed protocols also prevent "swarming" or "herding" of runners at our aid stations along the course.
- Every runner will be provided a multifunctional neck scarf (aka: Buff) to use in covering their nose and mouth. Everyone will be required to wear this garment around their neck, and must raise it above their nose and mouth at the start/finish line, when passing other runners, as well as while at every aid station.
- Our normal aid station fare will be limited moving forward. Each aid station will for sure have water, and BASE Performance Electrolyte drink. Runners will be asked to self-remove the caps of their bottles, or to hold open the top of their hydration bladders. Volunteers will pour liquids into their reservoirs as desired. No runner will be allowed to touch the water coolers, or pitchers, until further notice. Runners should plan for these actions to add to their time in aid stations.

[Continued on page 2](#)





# Social Integration Strategy

- HPRS will provide a limited variety of food at our aid stations. Aid station volunteers who are preparing food will be serving it in single servings as needed. There will be no "collection of food" to grab from. All volunteers will wear gloves and their own buff to cover their nose and mouth. They will also be using utensils to serve food to runners. All runners are encouraged to have a zip lock baggy, cup, or some kind of container to receive aid station food into. Cupped hands are okay for receiving food but must remain clear of any serving utensils at all times. This plan further limits interpersonal contact between runners and volunteers. Runners will not be allowed to grab their own ice. We will also refrain from "car wash" cooling stations during warmer events to prevent the spread of virus through the sharing of water and/or sponges.
- HPRS will add additional drop bag locations for each race. Runners will be encouraged to pack their own drop bags with whatever food they'd like on their own accord. Drop bags will be transported to the prescribed locations prior to runner's arrival, then returned to the finish line by the end of the event.
- HPRS welcomes local establishments to dictate whether we patronize their business or not at this time. Should any business wish for runners, staff, spectators, and/or volunteers from out of town/county, not enter their business, we ask them to email us ([info@HumanPotentialRunning.com](mailto:info@HumanPotentialRunning.com)) so that we may inform everyone to stay away.
- At the same time, should any business welcome us to patronize their establishment, they are also encouraged to email us ([info@HumanPotentialRunning.com](mailto:info@HumanPotentialRunning.com)) so that we can inform HPRS staff, volunteers, runners and spectators to patronize them. We are happy to detail what type of service is available and encourage our community to utilize curbside pick-up or take-out opportunities.
- HPRS is known for providing well-earned hugs at our finish lines. Hugging will not be permitted until further notice. We will also refrain from providing high fives, or fist bumps. Awards will not be draped around runner's necks, but will instead be simply handed to finishers. After a runner crosses the finish line, and acquires their finisher's award, they will be asked to maintain 6' of social distance from everyone not in their personal party, and asked to leave after no more than 20 minutes at the finish area.
- All participants will have to sign a new race-day waiver at time of check-in. This waiver asks that participants certify that they have not had symptoms of COVID-19, or to their knowledge have been in contact with anyone else who has, over the 2-weeks prior to the event. This waiver also certifies the participant's understanding that they participate at their own risk, they are aware of the event being altered from what was once "normal", and they will not hold HPRS, it's staff, volunteers, other participants, land managers, sponsors, or local municipalities liable should they contract COVID-19 from their participation in the event.
- In the event that someone associated with one of our races tests positive for COVID-19 in the 2 weeks following an event, HPRS will continue to utilize the guidance of state, county, and local agencies, as well as the CDC, in regards to reporting.
- Per the usual, all of our events will maintain our cap of 200-300 runners dependent on permit guidelines.

These directives are subject to change at any time and this document is fluid. As the impacts of COVID-19 continue to decline, HPRS reserves the right to amend or negate any of the above policies as we, and our partners, see fit. Some races may have more stringent policies in place, while others may have fewer.

