Per the Governor’s Executive Order 2020-59, The City of Tempe is publishing mitigation measures submitted by event organizers. This document contains the approved safety precaution plans for the current events listed and will be updated regularly.

A. Painting in the Park, February 6, 13, 20 & 27, 2021  
B. Arizona Drive In Dance Film Festival, February 11, 2021  
C. Room for Two Drive In Performances, February 27 & March 6, 2021  
D. SRP Shade Tree Distribution, March 27, 2021
COVID Plan

Demonstrate how physical distancing of at least 6ft will be maintained
12 painting easels will be set up spaced 10ft apart from one another in the park. When attendees arrive they will go to their painting easel and will be instructed to remain at their location for the duration of the class. All materials and supplies will be set up for attendees at their painting stations so they will not need to move through the space during the workshop. The class instructor will have a microphone and will teach the class distanced from the students. This event requires pre-registration so attendees will receive an email before the event with detailed information on how to arrive and move through the space.

Indicate on the site map 6-foot spacing markers and/or signage where ques may form, or patrons might congregate
At each park easels will be set up in 2 rows of 6 in a semi-circle, with the instructor in the center, all spaced 10' apart. One table will be set up for materials/prep station for staff use only. Below is the set up diagram (not to scale) & a circle on each park map for where the set-up will be.
Detail how staff will manage patrons that are not following the approved social distancing plan
Attendees will not be able to participate if they do not wear a face covering during the workshop, and will be asked to leave if they do not stay in their designated work station.

Require staff and patrons to wear a face covering in accordance with the City’s Proclamation and any other applicable order
Yes all staff and patrons will be required to wear face coverings, and there will be signs from the city around the space

Provide hand washing or hand sanitizing stations if sinks are not readily available
Each work station will have cleaning supplies at the easel.

Include messaging during the event that encourages staff and patrons to self-report to expansion officials if they are experiencing symptoms of COVID-19, received a positive test for COVID-19, or were exposed to someone with COVID-19 within the last 14 days, in accordance with the health information sharing regulations for COVID-19.
City signage will be posted in the space with this information

Develop a protocol to follow if an employee or patron is demonstrating COVID-19 symptoms or expresses that they are sick.
City staff will not work the event if they are experiencing symptoms of COVID, if the contracted artist is quarantined or experiencing symptoms the event will be rescheduled

Establish and follow a cleaning and disinfection plan and conduct pre-opening sanitation of surfaces.
Staff will wipe down each easel station with disinfecting wipes before attendees arrive, and between workshop seatings (there are two workshops in one day with 1.5 hours in between for cleaning and re-setting the space between workshops.)
Arizona Drive-in Dance Film Festival
February 11th 2021 7:30pm
At the Graduate Hotel Tempe- West Parking Lot

Set up:
This event will have a projection on the west side wall of the Graduate hotel, sound for the event will be provided through a low powered limited range radio transmitter and the attendees will tune in from their car. The projector and radio transmitter will be powered by the Graduate hotel with extension cords. Orange cones will be set up in the parking lot to mark parking spots and distance between cars.
Social distancing:
- Masks will be worn by anyone outside of their car, including staff members
- 4 or less staff members will run the event, with two directing traffic and two running the projection/sound
- Social distancing will be promoted before and at the event through the event website, email, signage and the “welcome to the show film”
- Attendees will purchase their tickets online at least 4 hours before the event.

Covid Plan and demonstration on who 6 feet will be maintained:
- Each car will only have two people and prior to the event they will be asked to keep their windows up and wear a mask if they exit the car to use the Graduate hotel bathrooms.
- Both people in the car will be asked to wear masks when speaking with staff or if the windows are down to discuss ticketing or parking at the event.
- Cars will be space 6 feet apart and the spaces will be marked with orange cones
- Attendees will enter from Apache and will be directed by staff to get them to their parking spot (with 6 feet between cars).
- Attendees will be directed by staff to exit through S Forest
- There will be a “welcome to the show” film playing as they enter that reminds guests to keep their windows up and wear a mask if they exit the car.

Details on how Staff will manage patrons that are not following the approved social distancing plan
- Cars with more than two people will not be allowed to enter the event.
- Disposable masks will be available for anyone who is not wearing a face covering when they exit their car.

Require staff and patrons to wear face coverings in ordinances with the city’s proclamation and any other applicable order
Yes, all staff and patrons will be required to wear face coverings. All marketing materials have a statement about face coverings being required at the event.
Provide hand washing or hand sanitation when sinks are not available
Hand sanitizer will be available at the entrance and projection station for staff or patrons. The Graduate hotel has bathrooms with sinks and soap that can also be used for the event for both patrons and staff.

Include messaging during the event that includes staff and patrons to self-report to expansion officials if they are experiencing symptoms of covid-19, received a positive test for covid-19, or were exposed to someone with covid-19 within the last 14 days, in accordance with health information sharing regulations for covid-19. This information will be displayed in A frame signage at the event.

Develop a protocol to follow if an employee or patron is demonstrating covid-19 symptoms or express that they are sick.
Staff will not work this event if they are experiencing symptoms of covid-19, received a positive test for covid-19, or were exposed to someone with covid-19 within the last 14 days.

Establish and follow a cleaning and disinfection plan and conduct pre-opening sanitation of surfaces.
Staff will wipe down the projection area and hand sanitizer at the entrance and anywhere else that attendees may come in contact with.
Yes And Productions Covid Plan

Room for Two (35 minutes running time)
By The Ladies (Yes And Productions)
Rehearsal: Friday, February 26, 2021, 6-9pm
Show: Saturdays, February 27 & March 6, 2021, 6:30pm and 8pm
This is a view-from-your-car event.

Artists:
The Ladies
3 performers, Leanne Schmidt, Marlene Strang and Steve Wilcox
Props (All props are stored in van.)

- Van
- Area rug
- Kid pool
- House plant
- Card table
- Playing cards
- Lawn chairs
- Paper pads
- Crackers
- Head mic
- Battery operated LED light

Location/Venue:
Top Floor City Hall Garage, Tempe, AZ

Entrance/exit:
There will be minimal to no disruption to the existing entrances/exits. The lower level of the parking garage can remain open to the public alongside this event. Yes And Productions volunteers would be stationed on the ramp on the 3rd floor within the garage, which leads to the top level of the garage, to check in ticket holders. Only pre-sale tickets are available, no tickets will be sold on-site, no money will be exchanged at check-in between audience and YAP volunteers.

COVID-19 Protocols:
- All volunteers will be masked.
- Masks are required for audience members.
- All audience members will remain in their cars.
Performers will be a minimum of six feet away from vehicles.
Capacity limited to 6 cars per show.
Cars will be parked 6 feet apart.
Parking spots will be marked by chalk, and performer (who helps people park) will be positioned to assist with parking to ensure cars are distanced properly.
Email communications upon ticket purchase will communicate safety protocols needed from the audience including staff and patrons to self-report to expansion officials if they are experiencing symptoms of COVID-19, received a positive test for COVID-19, or were exposed to someone with COVID-19 within the last 14 days, in accordance with the health information sharing regulations for COVID-19.
One volunteer will be located on-site to ensure all protocols are followed.
If patrons do not follow protocols, they will be asked to leave.
Hand sanitizer will be available.
If an employee or patron is demonstrating COVID-19 symptoms or expresses that they are sick they show will be rescheduled and patron will be asked to leave and receive a refund.
All props will be disinfected by the performers at the end of the show.

Pre-show email confirmation details sent to patrons:
Policies & Procedures:
• Guests are required to wear a mask when checking in, when communicating with volunteers or performers, and/or if car windows are rolled down.
• Masks must be worn if not in a vehicle for any reason.
• No open top vehicles allowed.
• All patrons are requested to remain in their vehicle for the duration of the performance. No sitting atop your vehicle’s roof.
• Motorcycles, industrial trucks, and recreational vehicles (motor homes, trailers, etc.) are not allowed/cannot be accommodated.
• Cars may only be at legal occupancy.
• Tickets are General Admission and parking will be assigned upon arrival by performer/volunteer to allow optimal sight lines for show.
• There is no guarantee which vehicle you will be parked next to when arriving, and we are not able to accommodate special requests for parking.
• There will be designated parking for trucks and larger vehicles. To the best of our ability, we will try to place vehicles with the best sight lines possible.
• No tailgating allowed
• If/when exiting your vehicle, it is required to wear a mask at all times and maintain 6 feet apart from other patrons to ensure social distancing.
• If patron is experiencing symptoms of COVID-19, received a positive test for COVID-19, or were exposed to someone with COVID-19 within the last 14 days, in accordance with the health information sharing regulations for COVID-19, please stay home.
• All protocols must be followed.
• If patrons do not follow protocols, they will be asked to leave.
• If a Yes And Productions performer is demonstrating COVID-19 symptoms or expresses that they are sick the show will be rescheduled and patron will be issued a refund.
SRP Free Shade Trees
A Safe Event to Give Out Trees

We have implemented successful events during the pandemic
Trees Matter and SRP successfully gave out 3,000 + trees in Fall 2020 by reviewing best practices and suggestions from health departments and converting our education portion to a webinar and our distributions (or tree pick ups) to a drive up pick up model. We plan to repeat this model in Spring 2021, giving attendees and staff the safest and most efficient execution possible. SRP and Trees Matter are looking for suitable venues with a large parking lot for the pick up and access to bathrooms only for volunteers and staff.

COVID-19 safety is our highest priority:
- All tree pick up activities take place outside and trees are spaced throughout a large lot to promote social distancing
- The typical time frame for an attendee is less than 15 minutes
- Masks are required at all times – signage, email, and in person enforcement
- Masks are available for anyone who does not bring one
- Notices via email, signage and regarding Covid-19 symptoms and social distance requirements
- Volunteers who participate must provide a COVID-19 waiver online within 24 hours of events and temperatures are checked day of
- All Trees Matter staff have taken COVID-19 tests within 48 hours of events and encouraged to take another test 4-5 days after an event
- Hand sanitizer and wipes are available to all participants and staff

References
Tempe Public Library
Jennifer Leon | Special Events for City of Temp | jennifer_leon@tempe.gov
ASU West
Carolyn Starr, MEd | Director Community Events & Experiential Programming | carolyn.starr@asu.edu