



Memorandum

Date: November 20, 2020

From: Mayor Mike Bawden

Re: Closure of City Hall, Community Rooms and Parks due to COVID-19
Public Health Emergency

Due to the continued spread of the COVID-19 virus and the dramatic increases in infection rates in Scott County, the executive order issued earlier this week by Governor Reynolds and the limited number of hospital beds (especially ICU beds) in the community, I have judged the situation currently faced by the City to be a health emergency and, under the authority granted to me by Ordinance 15.02, Section 2 of the Code of Ordinances for the City of Riverdale, I hereby proclaim the following:

1. The use of the Community Room and Council Chambers at City Hall are hereby suspended effective Monday, November 23, 2020 through the end of the calendar year.
2. The use of the City's parks, playgrounds, gazebo and shelter is also suspended effective through the end of the calendar year. The only exception to this ban is for those residents transiting through the park on their way to walk a trail or to make their way to another part of the City.
3. City Hall is to be closed and locked. Staff is expected to work from home whenever possible. Meetings that must occur in person must be confirmed with the City Administrator and are "by appointment" only. Do not stop by City Hall and expect to meet with anyone if you don't have an appointment, I've instructed our staff to not open the facility unless absolutely necessary.
4. All public meetings will be held online. Information will be posted about upcoming meetings on our website the Friday before the meeting (or sooner) and notices/agendas will be posted at City Hall (on both bulletin boards), Volunteer Square Park and Van Gundy Park.

If the infection rate for COVID-19 in Scott County drops to what I judge to be a reasonable level before the end of the year, we will lift the above suspensions. If the infection rate remains approximately the same or increases by the end of the year, I will extend the suspensions. Please look for updates in your mailboxes, on our website or on the Riverdale Residents' page on Facebook.

CDC Guidelines for Holiday Celebrations and Small Gatherings

Considerations for Hosting or Attending a Gathering

If you will be hosting a gathering during the holiday season that brings people who live in different households together, follow CDC tips for hosting gatherings. If you will be attending a gathering that someone else is hosting, follow CDC Considerations for Events and Gatherings. Below are some general considerations for hosting a gathering that brings together people from different households. Guests should be aware of these considerations and ask their host what mitigation measures will be in place during the gathering. Hosts should consider the following:

- Check the COVID-19 infection rates in areas where attendees live on state, local, territorial, or tribal health department websites. Based on the current status of the pandemic, consider if it is safe to hold or attend the gathering on the proposed date.
- Limit the number of attendees as much as possible to allow people from different households to remain at least 6 feet apart at all times. Guests should avoid direct contact, including handshakes and hugs, with others not from their household.
- Host outdoor rather than indoor gatherings as much as possible. Even outdoors, require guests to wear masks when not eating or drinking.
- Avoid holding gatherings in crowded, poorly ventilated spaces with persons who are not in your household.
- Increase ventilation by opening windows and doors to the extent that is safe and feasible based on the weather, or by placing central air and heating on continuous circulation.
- For additional information on increasing ventilation, visit CDC's information on [Cleaning and Disinfecting Your Home](#).
- Winter weather can be cold, wet, and unpredictable. Inclement weather makes it difficult to increase ventilation by opening windows or to hold an event outdoors.
- If setting up outdoor seating under a pop-up open air tent, ensure guests are still seated with physical distancing in mind. Enclosed 4-wall tents will have less air circulation than open air tents. If outdoor temperature or weather forces you to put up the tent sidewalls, consider leaving one or more sides open or rolling up the bottom 12" of each sidewall to enhance ventilation while still providing a wind break.
- Require guests to wear masks. At gatherings that include persons of different households, everyone should always wear a mask that covers both the mouth and nose, except when eating or drinking. It is also important to stay at least 6 feet away from people who are not in your

household at all times.

- Encourage guests to avoid singing or shouting, especially indoors. Keep music levels down so people don't have to shout or speak loudly to be heard.
- Encourage attendees to wash their hands often with soap and water for at least 20 seconds. If soap and water are not readily available, use hand sanitizer that contains at least 60% alcohol.
- Provide guests information about any COVID-19 safety guidelines and steps that will be in place at the gathering to prevent the spread of the virus.
- Provide and/or encourage attendees to bring supplies to help everyone to stay healthy. These include extra masks (do not share or swap with others), hand sanitizer that contains at least 60% alcohol, and tissues. Stock bathrooms with enough hand soap and single use towels.
- Limit contact with commonly touched surfaces or shared items such as serving utensils.
- Clean and disinfect commonly touched surfaces and any shared items between use when feasible. Use EPA-approved disinfectant external icon.
- Use touchless garbage cans if available. Use gloves when removing garbage bags or handling and disposing of trash. Wash hands after removing gloves.
- Plan ahead and ask guests to avoid contact with people outside of their households for 14 days before the gathering.
- Treat pets as you would other human family members – do not let pets interact with people outside the household.

The more of these prevention measures that you put in place, the safer your gathering will be. No one measure is enough to prevent the spread of COVID-19.