

City of Kansas City, MO – Outdoor Events & Races – General COVID-19 Guidelines

All event and race organizers must comply with the following General COVID-19 Guidelines for Outdoor Events & Races. Organizers will follow their normal process of applying for permits via kceventhub.org and CompassKC and must submit a plan to the city's outdoor event & race permitting manager, Everenergy, detailing how they will follow the guidelines for their specific event.

These Guidelines have been developed by the Mayor's and City Manager's offices and the Kansas City Health Department (KCHD) in consultation with an Event & Race Leadership Team made up of The Kansas City Sports Commission & Foundation, O'Neill Events & Marketing, KC Parks, Kansas City Police Department and Everenergy Events & Sponsorships.

This effort is a first phase of re-opening of outdoor events and runs/walks/rides (races) in an effort to get Kansas City moving again. The Guidelines were developed to provide processes and procedures to mitigate the transmission of COVID-19 in order for outdoor events and races to be held safely.

We understand that the impact of Covid-19 changes on a regular basis as the data comes in and the Guidelines may be adjusted as necessary. For future information on KCMO Covid updates, find information at kcmo.gov/coronavirus and with Everenergy and at kceventhub.org for the latest Guidelines.

Each event and race organizer will be required to submit a plan on how they will follow the General Guidelines for their specific event.

Notes: Due to the Mayor's updated Emergency Declaration, all event & race staff/volunteers/vendors and spectators/attendees must wear cloth facial coverings (masks) when unable to be at least 6 feet apart. See more information at kcmo.gov/coronavirus.

Disclaimer: (please post this on your website and in relevant materials):

Warning: Scientific evidence clearly establishes that when groups of individuals gather together there is a higher risk of transmission of COVID-19. While this event may meet the minimum standards to provide protective measures, if actually followed, a risk still exists for transmission of the virus. All participants and event organizers need to understand the risks of gatherings and to personally assume those risks. KCHD does not guarantee the safety of participants and event organizers for this event with respect to the dangers of potential transmission of COVID-19.

GENERAL MEASURES

1. **Cleaning and Sanitation** – basic transmission mitigation measures to protect all people at an event and race, especially at high-touch locations.
 - a. Ample hand washing and sanitizing stations throughout the venue including entry/exit, toilets and food and beverage areas.
 - b. Regular cleaning of high-touch areas (Entry/exit, registration, food & beverage tables, toilets, point of sale (vendor sales, sampling - packaged/fresh food & non-food products), exhibitors)).
 - c. Trash and recycling containers placed frequently throughout the venue.
2. **Social Distancing** - separating staff, participants and attendees.
 - a. Registration/Ticketing - where possible, promote presale of entries/tickets to limit onsite sales. Onsite, mobile ticket purchases may be used. We strongly recommend no cash payments.
 - b. Entry/Ticket scanning - Utilize distance markers.
 - c. Point of sale - purchases with vendors (food & beverage, merchandise, crafts, other) will be cashless where possible. Utilize distance markers to manage the queue.
 - d. Eating/rest areas - create space between tables/chairs. Utilize distance markers where appropriate.
 - e. Spectator areas with seats – spectators must wear masks and parties must be separated by a minimum of 6 feet.
 - f. Spectator areas without seats – This method is not advised and is strongly discouraged due to the tendency for people to “bunch up” and not maintaining social distancing.
 - g. Toilets - space out toilets where possible. Manage queue lines to create distance.
3. **Capacity** - each event and race organizer will be asked to recommend a maximum capacity based on social distancing, using a minimum of 6 feet separation with facial coverings, and other General Guidelines.
4. **PPE**
 - a. The wearing of cloth facial coverings is strongly recommended at all times when it is not possible to maintain 6 ft distance from others. Youth ages 3-11 are not required to wear cloth facial coverings. Youth ages 2 and under should not wear cloth facial coverings. No persons should gain entry to the event, without wearing a mask.
 - b. All staff, volunteers and vendors must wear facial coverings.
5. **Communications**
 - a. Additional signage displayed on-site in high-traffic locations (entry/exit, toilets, vendor areas, parking lots, food and beverage, etc.) to highlight the guidelines – i.e. social distancing, washing hands, facial coverings, etc.
 - b. Consider signage that provides the rationale – i.e. “These recommendations are intended to ensure that these gatherings can be carried out as safely as feasible while preventing future outbreaks of COVID-19.”

- c. Online/Digital – Post your event plan to follow the guidelines, highlight those at high-risk, and self-screening information
 - i. CDC info for those who need extra precautions - <https://www.cdc.gov/coronavirus/2019-ncov/need-extra-precautions/older-adults.html>
- d. Signage on-site to highlight those at high-risk and self-screening information.

Based on what we know now, those at high-risk* for severe illness from COVID-19 are:

- People 65 years and older
- People who live in a nursing home or long-term care facility
- People who live or interact frequently with persons with not well controlled underlying medical conditions

People of all ages with [underlying medical conditions, particularly if not well controlled, including:](#)

- People with chronic lung disease or moderate to severe asthma
- People who have serious heart conditions
- People who are immunocompromised
- Many conditions can cause a person to be immunocompromised, including cancer treatment, smoking, bone marrow or organ transplantation, immune deficiencies, poorly controlled HIV or AIDS, and prolonged use of corticosteroids and other immune weakening medications
- People with severe obesity (body mass index [BMI] of 40 or higher)
- People with diabetes
- People with chronic kidney disease undergoing dialysis
- People with liver disease
- People with high-blood pressure

*If have more than one risk factor = very high risk

6. Screening

- a. Pre-event (website, digital) - health screening list/survey and recommendation to participants, staff, volunteers, attendees and spectators to stay home if they are feeling ill.
- b. At event - self-policing based on the health screening list and guidelines.

7. Contact Tracing/Reporting Protocol

- a. Event organizers should retain information on all attendees and participants (staff, volunteers, vendors, spectators, talent, runners, etc.) and be prepared to share with KCHD in the event that a case is traced back to the event. Participants and volunteers should indicate that they assent to this process during event registration. Must maintain the records for 30 days and produced upon KCHD request. Reporting to the KCHD should only be done when a positive case is identified, but not to any other entities, unless directed by KCHD staff.

8. Medical

- a. Work with medical staff to create more space and smart in/out flow in their medical area. Staff must wear appropriate PPE.

9. Security

- a. Bag Checks - work with security organizations to identify opportunities to lower touch points during this process.
- b. Cloth facial coverings should be worn by the security personnel and the attendees undergoing the bag check. At least 70% alcohol hand sanitizer should be used between each bag checked.

10. Staff/Volunteer Education/Training

- a. Organizers will educate and train their staff and volunteers on implementation of the Guidelines. Organizers will also make sure all vendors are equipped and trained to follow the Guidelines.

RACE & EVENT SPECIFIC GUIDELINES

The following guidelines build on the General Guidelines and may be more specific to a race (run, walk, bike) or non-race event (festival, etc.).

RACES

1) Cleaning & Sanitation

- a) Aid Stations (Food & Water/Gatorade, etc.)
 - i) If possible, create contactless water stations (individual bottles, runners refill their bottles or carry their own water).
 - ii) Spread out tables and cups of water on those tables. Have volunteers pre-fill cups. Position cups close to the edge of the table, so participants don't have to reach over other cups to grab one.
 - iii) Space out trash bins so it's easy for participants to throw away cups and other trash without getting too close to each other.
 - iv) Volunteers must wear gloves and then wash hands after removing gloves.
 - v) If possible, runners should carry their own nutrition.
 - vi) If nutrition is needed, then space out nutrition packs on tables for runners to grab themselves.

2) Social Distancing

- a) Expo for packet pick-up (information, bib/timing chip, etc.) and Sponsors/exhibitors to sample/sell their wares.
 - i) Suggest mailing Action - Mail out packets or creating drive-thru pickup and schedule pick-up times.
 - ii) If having a physical Expo, make sure layout allows for social distancing and follow the Guidelines.
- b) Start corrals/waves & Start Line
 - i) Participants must wear facial coverings as they enter the event and corral and join their wave. Participants may remove their facial covering after they pass the start line and begin their race/walk/ride.

- ii) Wave participants must be a minimum of 6 feet apart and ideally 6 feet and be wearing masks. Evaluating this requirement and your physical start area and time considerations will help you determine the capacity for your event.
 - iii) In order to promote social distancing and to reduce density, we strongly encourage you to reduce the size of waves and group runners with like-type projected finish times to reduce the amount of passing.
 - iv) Consider asking runners to stay in cars or away from start corrals until their scheduled time.
 - c) Finish Line
 - i) Runners should wear masks/cloth facial coverings after they cross the finish line. There should be a supply of masks at the finish line for those runners/walkers/riders that did not keep their mask after they crossed the start line.
 - ii) In order to increase social distancing and reduce interaction between staff and participants, we recommend that runners, walkers, riders grab their own medals, water and other finish chute items off of tables.
 - iii) Volunteers/staff wearing masks/cloth facial coverings may replenish supplies to the tables.
 - iv) Place the medical tent and other services in a location to allow for social distancing and less density of runners/staff near the finish.
 - d) Finish Festival
 - i) Consider cancelling the Finish Festival in order to discourage gatherings **or**
 - ii) Create a more limited Finish Festival with vendors and activities spaced out to promote social distancing.
 - e) Spectators - spectators tend to congregate at the start and finish lines.
 - i) We strongly recommend that spectators only be allowed to watch along the race route and not at the start/finish lines.
 - ii) Spectators must wear masks/cloth facial coverings.
- 3) Capacity
 - a) Based on the ability to socially distance each participant at the start area by a minimum of 6 feet while wearing masks.
- 4) **Medical**
 - a) Medical station at start/finish line and EMTs/Paramedics on course.
 - i) Create a self-serve area for band aids/other quick serve items to reduce traffic in the medical tent.
 - ii) Have the event medical partners make recommendations based on these Guidelines and their best practices.
- 5) **Communications**
 - a) Communications to runners/walkers/riders both pre-event and on site.
 - i) Communicate Start Line & Finish Line etiquette, rules on passing other participants, arrival times, start wave times, etc.

EVENTS

1. Social Distancing

a. Spectators

- i. Areas with Reserved seating - remove seats from your seating plan and/or space them with appropriate distance.
- ii. Areas with General seating - remove seats from your seating plan and/or space them with appropriate distance.
- iii. Areas with Standing room (no seats) - this method is not advised and is strongly discouraged due to the tendency for people to “bunch up” and not maintaining social distancing.