



City of Phoenix
OFFICE OF THE CITY MANAGER

Parking Lot
401 S. 1st St.
Phoenix, AZ

February 23, 2021

RE: 48 Foundation Unity Event

Dear Mr. Hickman,

Thank you for communicating with our team regarding your planned activity on April 2, 2021. Under normal conditions the City of Phoenix would not be involved in a "special event" like this. However, during this pandemic the Governor's Executive Order 2020-43 authorizes the City of Phoenix to approve "public event" greater than 50 people if the plan is to implement "adequate safety precautions."

The Special Events Committee has reviewed your plans to hold the 48 Foundation Unity Event in April. It is obvious that you put a lot of effort into the planning. However, we have serious concerns regarding this type of event at this time. There was limited description of a COVID-19 plan regarding details or cleaning protocols. Currently there are no screening protocols. You discussed having a limited number of tables and chairs for 500 guests which could also lead to little social distancing. The DJ and dance area would be high risk for close contact. Also, paying at the gate could lead to clustering and often little social distancing.

Under the current plan and layout we do not feel there are sufficient safety measures to keep people socially distanced. In addition, the time required to obtain a liquor license for this event is 60 – 90 days in advance. Based on a peak number of 500 attendees and a minimum of 28 square feet per attendee this event would need a footprint of 14,000 square feet and the proposed event space is 10,331 square feet.

Unfortunately, the request for this event is denied. You are welcome to resubmit your application with a more comprehensive COVID-19 safety plan.

Sincerely,

A handwritten signature in black ink, appearing to read "Jeff Barton", written over a horizontal line.

Jeff Barton
Assistant City Manager



2/22/21
2:00pm

City of Phoenix

Special Event COVID Pre-Check

All public and private events requiring an operating permit shall first complete and submit this pre-check regarding the event's COVID-19 practices and procedures. This pre-check is intended to provide insight into the event, and its planned operations, procedures and considerations for the response to COVID-19. The provided information will be used in the review and evaluation process. This pre-check does not replace any other event permit application required by any other agency/department. If this pre-check is approved the event must still submit for and obtain all necessary event permits and licenses. This pre-check provides no guarantee the event can be held. See attached

Event Information	
Name of Event	48 Foundation Unity Event
Event Address	401 S 1st street. Stationary Event? <input checked="" type="checkbox"/> Moving? (parade, etc) <input type="checkbox"/>
Name of Venue	Parking Lot
Date(s)/Time of Operation	Start Date: 2/22/21 to End Date: 2/23/21 Start Time: 8pm to End Time: 2:30am
Contact Familiar with COVID Procedures & Plans	Name: Ernest Hickman Phone: 602-359-1330 Email: nostressbro@yahoo.com Sean McBeth 480-245-9945
Attendance	Anticipated Number of Attendees: 500 Public Event <input checked="" type="checkbox"/> Private Event <input type="checkbox"/> Open to All? <input type="checkbox"/> Ticket-RSVP? <input type="checkbox"/>
Social Distancing	Provide plan and documentation on how social distancing will be implemented, monitored, and enforced. See attached <input checked="" type="checkbox"/> Provide plan for temperature checks for attendees. See attached <input type="checkbox"/>
Plan and Layout	Layout (attach plan showing event layout. For inside events, include all seating and food areas). Show pre-COVID setup and proposed setup, if applicable. See attached <input checked="" type="checkbox"/>
Venue Details	Square Footage of Event Space: 1,033 Indoor <input type="checkbox"/> Outdoor <input checked="" type="checkbox"/> Both <input type="checkbox"/>
Arrangement	Seating <input checked="" type="checkbox"/> Standing <input checked="" type="checkbox"/> Reception <input type="checkbox"/> Booths <input type="checkbox"/> Other <input type="checkbox"/>
Occupant Load	Maximum Occupants with No Restrictions: 500 25 Social Distancing Occupant Load: 500
Barriers/Security	Provide plan on how barriers or que lines for crowd control will be implemented? See attached <input type="checkbox"/> Tape on ground measure out apart where to stand Event Security? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Cleaning & Disinfection	Provide plan for reducing touch points and how surfaces will be cleaned and disinfected. See attached <input type="checkbox"/> Implementing a sanitation dept for event
Cleaning and Disinfection Product(s) EPA approved against COVID-19?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
What type of CDC COVID recommend signage and messaging will be provided around venue? Provide examples.	See attached <input type="checkbox"/> Poster signs throughout venue
Outside Vendor Providing Cleaning & Disinfection Service?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>

Precheck may be faxed to 602-495-0783, submitted in person weekdays 8 am to 5 pm at the address below, emailed to lic@phoenix.gov or mailed to the address below. For more information visit www.phoenix.gov

City Clerk Department | License Services
200 W. Washington, 1st Floor, Phoenix, AZ 85003 | 602-262-4638



City of Phoenix

If yes, provide company information (Name, address, phone, contact, email):

Food Service	On-Site Preparation? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
	Consumption on-site? Yes <input type="checkbox"/> No <input type="checkbox"/>
	If yes, provide plan showing how CDC and State guidelines for food dining will be implemented. See attached # <u>Six feet Apart and No groups over 5</u>

Seating for Food Consumption? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> If yes, how many? <u>50</u>	Public Water Stations Provided? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> If yes, how many? <u>10</u>
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Restroom Facilities	Existing/Built-In <input type="checkbox"/> Portable <input checked="" type="checkbox"/>
	How will handwashing and/or hand sanitizer be provided, include cleaning schedule for restrooms? See attached <input type="checkbox"/> <u>18 stations restroom cleaning every 20min</u>

Merchandise & Payments	Describe what physical barriers, such as sneeze guards and partitions be provided at all points of sales? See attached <input type="checkbox"/> <u>mask will be provided free</u>
	Ticket Sales on Site? Yes <input checked="" type="checkbox"/> No <input checked="" type="checkbox"/>
	Ticket Scanning at Entrance? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
	Queue lines for Scanning? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
	Ticket sales available prior to event? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

Event Staff	What process is in place for symptom and temperature checks prior to start of shift? <u>If attendee is sick will be asked to leave with full refund.</u>
	What training has staff received on all COVID safety protocols? Consider using <u>Interim Guidance for Businesses and Employers</u> as a guide. See attached <input type="checkbox"/> <u>Reading CDC guidelines online</u>

Transportation	Event sponsored /provided transportation (shuttle, private bus, scooter, etc.)? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
	How is the promoter recommending attendees to arrive to and from the event? <u>Ride own vehicles</u>
	How is cleaning in accordance with CDC guidelines, being achieved? See attached <input type="checkbox"/> <u>By sanitation staff every 20 to 30min</u>

Attachments	The following attachments are required as part of this resume.
	<input checked="" type="checkbox"/> Social Distancing Plan
	<input checked="" type="checkbox"/> Event Layout (include all seating and food areas)
	<input checked="" type="checkbox"/> Barriers/Security/Que Line Plan
	<input checked="" type="checkbox"/> Cleaning & Disinfection Plan for all Touchpoints and Surfaces
	<input checked="" type="checkbox"/> Samples of COVID Safety Signage & Messages (include mask requirements)
	<input checked="" type="checkbox"/> Food Service Preparation & Service Plan
	<input checked="" type="checkbox"/> Handwashing/Sanitation Plan
	<input checked="" type="checkbox"/> Physical barriers for Points of Sale Plan
	<input checked="" type="checkbox"/> Event Staff Shift Checks
<input checked="" type="checkbox"/> Transportation Cleaning & Disinfecting Plan	

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GOVERNOR DOUGLAS A. DUCEY

STATE OF ARIZONA

EXECUTIVE ORDER

Executive Order 2020-59

Further Mitigation Requirement for Events

WHEREAS, on March 11, 2020, pursuant to A.R.S. §§ 26-303 and 36-787, I, as Governor of the State of Arizona, issued a declaration of a Public Health State of Emergency due to the necessity to prepare for, prevent, respond to, and mitigate the spread of COVID-19; and

WHEREAS, on March 30, 2020, the Director of the Arizona Department of Health Services (ADHS), based on an epidemiological assessment of Arizona specific data and in alignment with the Centers for Disease Control and Prevention (CDC) guidance, recommended the State implement enhanced mitigation strategies which are continuing; and

WHEREAS, on May 12, 2020, Executive Order 2020-36, *Stay Healthy, Return Smarter, Return Stronger*, was issued outlining requirements for businesses to assist in mitigating the spread of COVID-19 as they reopened and mandated that businesses adopt policies consistent with guidance from the CDC and the ADHS; and

WHEREAS, on June 29, 2020, Executive Order 2020-43, *Pausing of Arizona's Reopening*, was issued to slow the spread of COVID-19 that Arizona was facing over the summer by limiting the operation of certain businesses where crowds were congregating and persons were participating in activities that were identified as high-risk for COVID-19 transmission; and

WHEREAS, on July 9, 2020, Executive Order 2020-47, *Reducing the Risk, Slowing the Spread*, was issued to decrease the congregation of people by limiting the capacity of restaurants; and

WHEREAS, on July 23, 2020, Executive Order 2020-52, *Continuation of Executive Order 2020-43*, was issued to continue the decrease in transmission that Arizona had seen after limiting capacity of restaurants and limiting activities that posed a high risk of COVID-19 transmission; and

WHEREAS, as of December 2, 2020, there have been 340,979 diagnosed cases of COVID-19 in Arizona including 6,739 deaths, and the State is again seeing an increase in the number of cases and hospitalizations; and

WHEREAS, the increased case numbers and hospitalizations represent increases like those seen this past summer that necessitated the need for an increased focus on precautionary measures by both businesses and individuals; and

WHEREAS, data has shown that community spread continues to grow and is increasing among all age categories; and

WHEREAS, health care providers in our state are being strained again by the spread of COVID-19 throughout our community with decreasing availability of hospital beds and intensive care unit beds; and

WHEREAS, although mask mandates and limitations on capacity of businesses have had a demonstrable effect on containing the spread in the past, they are no longer sufficient to keep COVID-19 from growing and additional measures need to be taken to minimize the rate of transmission currently occurring; and

WHEREAS, on November 22, 2020, the White House Coronavirus Task Force released the Arizona state report that indicates there is "aggressive, rapid, and expanding community spread across the country, reaching over 2,000 counties;" and

WHEREAS, it is necessary to impose additional measures to protect public health and safety and mitigate the strain on our health care providers by slowing the spread of COVID-19; and

WHEREAS, A.R.S. § 36-787(A) provides that ADHS is responsible for "coordinating all matters pertaining to the public health emergency response of the state;" and

WHEREAS, A.R.S. § 36-787(A)(2) provides that ADHS is responsible for "coordinating public health emergency response among state, local and tribal authorities;" and

WHEREAS, on August 10, 2020, the Director of ADHS, under the authority delegated by A.R.S. § 26-307, adopted Emergency Measure 2020-02, which implements requirements for high and medium risk businesses to mitigate the spread of COVID-19; and

WHEREAS, A.R.S. § 36-186(5) requires directors of county health departments to "Enforce and observe the rules of the director of the department of health services, the director of the department of environmental quality and the local board of health, county rules and regulations concerning health, and laws of the state pertaining to the preservation of public health and protection of the environment;" and

WHEREAS, guidance provided by the CDC and ADHS indicate that large groups pose a greater threat of transmission, especially when individuals in those groups are coming from different areas or regions rather than those that routinely spend time together; and

WHEREAS, Arizona is committed to containing the spread of COVID-19.

NOW, THEREFORE, I, Douglas A. Ducey, Governor of the State of Arizona, by virtue of the authority vested in me by the Constitution and laws of this state including A.R.S. §§ 26-303 and 36-787, hereby order as follows:

1. Effective December 3, 2020, paragraph 1 of Executive Order 2020-43 and any extension under Executive Order 2020-52, is amended as follows:

Organized public events of more than 50 people are prohibited unless the city, town or county in unincorporated areas has determined that adequate safety precautions which are consistent with the guidance issued by both the CDC and ADHS for mitigating the spread of COVID-19 are documented as part of the request. Prior to approval by the city, town or county the organizer shall commit to implementation and enforcement by event organizers. Additionally, if the event is approved, the city, town or county shall dedicate reasonably adequate resources to enforcing mitigation measures that the organizer has agreed to implement during the organized public event and any public health requirements currently applicable in the jurisdiction. A city, town or county in unincorporated areas may deny a request for an organized public event due to public health concerns related to COVID-19. Any approval may be subject to certain conditions or restrictions not inconsistent with this or any other executive order. Nothing in this order shall inhibit a person from engaging in constitutionally protected activities such as speech and religion, and any legal or court process provided that such is conducted in a manner that provides appropriate physical distancing to the extent feasible.

2. For organized public events that have been approved by a city, town or county, the jurisdiction shall publicly post the mitigation measures that the event organizer is required to implement and enforce on the jurisdiction's website and submit a copy to ADHS.

3. Effective December 3, 2020, paragraph 2 of Executive Order 2020-43 and any extension under Executive Order 2020-52, is amended as follows:

If a city, town or county in an unincorporated area has approved an organized public event for more than 50 people pursuant to this order, the Arizona Department of Liquor Licenses and Control (DLLC) may issue a series 15, Special Event License or series 16, Festival/Fair License for the event. If the event has not been approved, the DLLC shall not issue the license. If the event does not require approval of the local jurisdiction due to size or nature of the event, DLLC shall require an applicant for a series 15, Special Event License or series 16, Festival/Fair License to submit an attestation acknowledging that public health requirements issued by ADHS will be followed by attendees and enforced by event organizers prior to issuing the license.

4. The remainder of Executive Order 2020-43, as extended and supplemented, remains in effect.
5. In addition to penalties and enforcement provided by A.R.S. §§ 26-316 and 26-317, failure to comply with this order and any other guidance issued by ADHS related to precautions to mitigate the spread of COVID-19 shall constitute a public nuisance dangerous to the public health pursuant to A.R.S. § 36-601(A) and action is authorized and shall be taken to abate the nuisance by the county health inspectors pursuant to A.R.S. § 36-183.06 or other law enforcement or state agencies as mandated by the Director of ADHS, including the immediate closure of such facility, pursuant to A.R.S. § 26-303(E)(2).
6. If any provision of this Executive Order or its application to any person or circumstance is held invalid by any court of competent jurisdiction, this invalidity does not affect any other provision or application of this Executive Order, which can be given effect without the invalid provision or application. To achieve this purpose, the provisions of this Executive Order are declared to be severable.
7. This order shall remain in place until further notice, and shall be reconsidered for repeal or revision every two weeks.



IN WITNESS WHEREOF, I have hereunto set my hand and caused to be affixed the Great Seal of the State of Arizona.

Douglas D. Ducey

GOVERNOR

DONE at the Capitol in Phoenix on this 2nd day of December in the year Two Thousand and Twenty and of the Independence of the United States of America the Two Hundred and Forty-Fifth.

ATTEST:

[Signature]

Secretary of State

Hand Washing

Hand Washing Stations through Event
with signs making them more noticeable.

18 station

Physical barriers

Plastic Shields will be put up at sales
entrance

Event Staff Check

Staff with any illness will be asked to
leave and temperatures of staff will be
checked every hour.

Transportation will not be provided

Social Distancing Plan

Temp Check At gate entrance

Event staff with special staff shirts walking around to monitor social distancing.

Cleaning & Disinfection Plan for Touch points

Staff Sanitizing department will clean surface areas after each use.

Samples of Covid Safety Signage

Through out Event signs will be put up requiring mask to be worn and were to get free mask if needed.

~~Food service~~

~~All vendor will from the front to the back will have food handlers cards and additional information from CDC on food handling guidelines per Ernest 01/18/21 cur~~

FACE MASK MANDATORY - NO EXCEPTION
 HAND SANITIZER STATIONS - ⊗ WIPES & LYSOL SPRAY
 PORTA POTTIES - *
 EMERGENCY USE / - - -

