

REOPEN  
**LINCOLN  
COUNTY**

**A Plan to Safely Re-engage  
Our Economy**

Lincoln County - Ruidoso - Ruidoso Downs- Capitan- Corona

## TABLE OF CONTENTS

### **PART ONE- GENERAL CONDITIONS**

---

INTRODUCTION	2
SURVEY OF RESIDENTS	3-4
HEALTH CARE	5-7
GOVERNOR'S DIRECTIVES & TRIGGER POINTS	7

### **PART TWO- PHASES**

---

PROGRESSION BETWEEN PHASES	8
GUIDANCE TO ALL PHASES	8-9
PREPARATION PHASE	9-10
PHASE ONE	10-12
PHASE TWO	12-13
LIMITATION AND GUIDANCE FOR THE VULNERABLE	13-14

### **PART THREE- COMMUNITY OUTREACH AND EDUCATION**

---

RUIDOSO SAFE	15
--------------	----

### **PART FOUR- GUIDELINES BASED ON INDUSTRY**

---

GENERAL BUSINESS	16-17
RESTAURANT / BAR / BREWERY / DISTILLERY / WINERIES CASINO/ RACETRACK	18-19
OUTDOOR RECREATION	20-22
PERSONAL CARE / SPA/ HEALTH SERVICES	23
TRADITIONAL LODGERS AND SHORT-TERM RENTALS	24

### **PART FIVE- ORGANIZATIONS & ENTITY PLANS**

---

VILLAGE OF RUIDOSO	25-32
VILLAGE OF CAPITAN	33-37
VILLAGE OF CORONA	38-39
CITY OF RUIDOSO DOWNS	40-43
COUNTY OF LINCOLN	44-45
RUIDOSO MUNICIPAL SCHOOL DISTRICT	46
RUIDOSO MIDTOWN ASSOCIATION	47
RUIDOSO VALLEY CHAMBER OF COMMERCE	48
EASTERN NEW MEXICO UNIVERSITY- RUIDOSO	49

### **APPENDIX**

---

A- TOURISM SNAPSHOT	50-54
B- RUIDOSO DOWNS RACETRACK & CASINO	A-K
C- LETTER FROM CHIEF MEDICAL OFFICER FOR LCMC	L
D- LIST OF ESSENTIAL BUSINESSES	M-P

## **PART ONE- GENERAL CONDITIONS**

### **Introduction**

The County of Lincoln, along with the Village of Ruidoso, Capitan, Corona, and Ruidoso Downs have developed a regional plan to serve as a road map for safely reopening in the wake of the COVID-19 health crisis.

Developing a plan to reopen the local economy involves the delicate balancing of several equally important factors. First, we should protect the health of our residents and tourists, especially the health of the most vulnerable population. Second, the law requires us to protect the civil and economic rights of all people. In considering the health and economics, we should keep in mind the unique demographics of Lincoln County. For example, while 19,572 full-time residents call Lincoln County home, the population often swells to three times that number during the high season. Also, the median age in Lincoln County is 50 years old, but 29% of our residents are 65 years old or older, a significant percentage considering the risks posed by the COVID-19 to the older population as well as those with underlying health issues.

In developing and implementing this plan, Lincoln County and its partners will continue to monitor the trajectory of positive COVID-19 cases and analyze reports and statistics related to positive cases in adjacent counties, and surrounding states and Mexico. We will also monitor the travel habits of our residents, guests here for work reasons, and tourists, in an effort to mitigate community spread of the virus.

There have been many recommendations from the medical professions regarding the impacts of COVID-19. See EXHIBIT-3 from the Chief Medical Officer, Dr. Otero with the Lincoln County Medical Center. He offers guidance for individuals to improve their health during the outbreak of COVID-19.

This plan is intended to be a living document that will evolve with the new directives given from the Governor and as conditions change.

Mayor Lynn Crawford conducted a survey from April 22-24 in an effort to determine how the community was feeling about reopening businesses and re-engaging the local economy. The survey was posted on the Village of Ruidoso's Facebook page and on the municipality's website. In addition, the Ruidoso Valley Chamber of Commerce distributed the survey to all of their members as well.

Number of survey participants

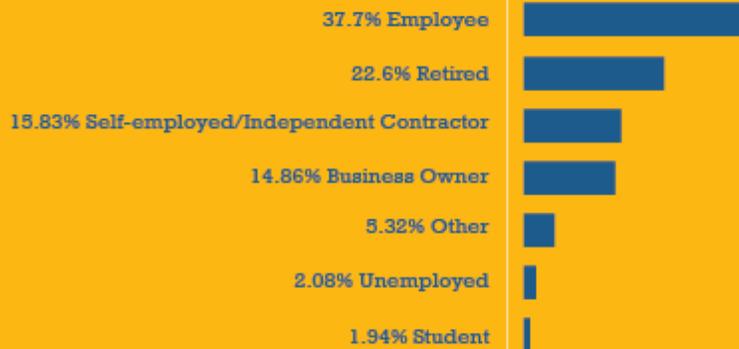
**2,071**

Participants believe a phased-approach to reopening would be effective

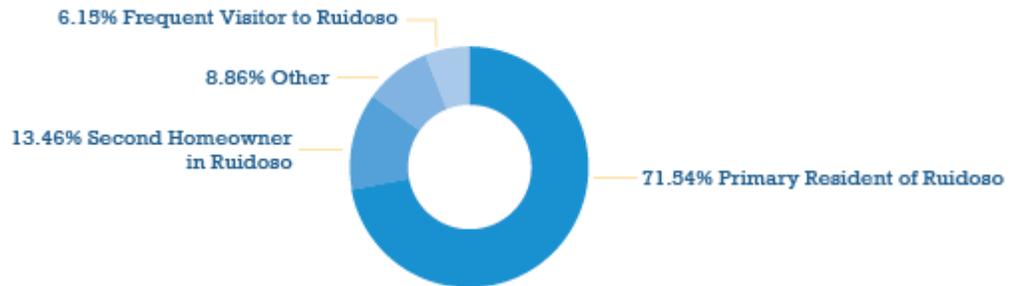


Survey question answered by 2,063 participants, skipped by 8 participants.

**Before COVID-19, survey participants represented the following groups:**



Survey question answered by 2,066 participants, skipped by 5 participants.



Survey question answered by 2,066 participants, skipped by 5 participants.

Primary concerns about opening businesses at this time



**37.93%** Health and safety of the community

**37.69%** Overall financial stability of the community

**15.19%** Personal health and safety

**5.22%** Other

**3.97%** Personal financial concerns

Survey question answered by 2,067 participants, skipped by 4 participants.



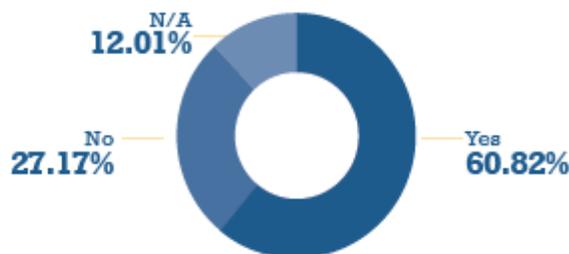
Over **50%** of survey participants feel social distancing measures currently in place at essential businesses are effective.

Social distancing measures include 6ft. spacing in lines, reduced building capacity, curbside retail, etc. Results of question listed below.



Survey question answered by 2,062 participants, skipped by 9 participants.

Percentage of survey participants whose jobs have been affected by COVID-19



Survey question answered by 2,065 participants, skipped by 6 participants.

Do you currently wear a face covering in public?



Survey question answered by 2,067 participants, skipped by 4 participants.

On May 1, 2020 Health Secretary Kunkel released a public health order allows medical facilities to gradually resume non-essential but medically necessary procedures (including ambulatory and inpatient surgery) based on extensive guidelines from the Department of Health. The guidelines are designed to prevent a shortage of personal protective equipment and to safeguard the health of patients and healthcare workers.

### **Lincoln County Medical Center- DRAFT**

Lincoln County Medical Center (LCMC) will work within the guidelines of the State of New Mexico and under the guidance of the Presbyterian Healthcare Services, which manages and operates LCMC. The American College of Surgeons (ACS) has issued guidance on local resumption of elective procedures. Per the ACS, each facility needs to determine its facility capabilities (e.g., beds, testing, operating rooms [ORs]) as well as potential constraints (e.g., workforce, supply chain), while keeping an eye on potential subsequent waves of COVID-19 in its community. The College goes on to say that there are 10 distinct issues to address before resumption of elective procedures. LCMC will utilize this criteria for both surgical and non-surgical elective procedures. It is the goal of LCMC to safely begin providing elective procedures in a phased approach.

1. COVID-19 Awareness:
  - a. Lincoln County has 2 confirmed cases and community spread is not recognized within the community. Of the 2 cases, neither appear to be related and occurred greater than 3 weeks apart.
  - b. Testing Capabilities: LCMC utilizes Tricore Laboratories. LCMC opened an external testing site on March 25, 2020 and has tested over 160 individuals through this site. In addition, LCMC provides testing in our outlying community clinics in Carrizozo and Capitan.
2. Preparedness
  - a. LCMC has diligently worked to secure adequate supplies of PPE for our workforce and our patients. LCMC has a minimum of 14 days PPE on hand based on current burn rates.
  - b. LCMC currently has 14 Med/Surg beds and 4 ICU beds. LCMC has the ability to surge to 25 Med/Surg and 10 ICU beds if necessary.
  - c. Due to the elimination of elective surgical procedures, LCMC has adequate supplies for surgical procedures and has been able to obtain necessary items related to surgery.
  - d. LCMC, as part of Presbyterian Health Services, has maintained our workforce and has not furloughed any employees. Current Operating Room staffing levels are consistent with levels prior to the elimination of elective procedures.
  - e. LCMC already utilizes a physician-led committee to review each surgical case prior to the procedure to determine appropriateness and medical necessity.

3. Patient Issues
  - a. LCMC utilizes the public relations team of Presbyterian Healthcare Services to develop messaging for our patients.
  - b. LCMC will provide the following information to patients prior to procedures:
    - i. COVID-19 testing policies, which will require all surgical patients be tested and resulted prior to the procedure.
    - ii. PPE use for both staff and patients
    - iii. Visitation policies, which are restricted currently.
    - iv. Advance directives
  - c. Prioritization of procedures will utilize the established physician-led committee to review and recommend. Prioritization will be discussed with each patient by their physician.
4. Process prior to Resumption for all Phase 1 & Phase 2 Elective Procedures
  - a. Implementation of Enhanced Screening
    - i. Telephone screening of patients and caregivers for symptoms, previous exposure and prior COVID 19 testing by Pre-anesthesia team/scheduling.
    - ii. Upon arrival to facility, screen all patients for symptoms including temperature and pulse oximetry checks
  - b. COVID-19 Testing
    - i. COVID-19 nucleic acid-based testing will be conducted within 48 hours of a procedure using a highly sensitive testing platform
    - ii. Nasal or nasopharyngeal sample sources are acceptable for testing.
  - c. Personal Protective Equipment
    - i. LCMC staff will utilize surgical masks at all times in public and patient care areas.
    - ii. PPE appropriate to any procedure will be determined based on CDC guidelines.

### **Phase 1**

Elective Procedures: LCMC will begin performing elective procedures that have limited potential for aerosolization of the patient. These procedures may include:

- d. Imaging:
  - i. Screening mammography
  - ii. Bone Density
  - iii. Fluoroscopy
  - iv. Echocardiogram
  - v. Magnetic Resonance Imaging (MRI)
  - vi. Computed Tomography (CT)
  - vii. Nuclear Medicine
- e. Medical Office Procedures, e.g. IUD, implantable birth control, skin biopsy, etc.
- f. Physical Therapy
- g. Occupational Therapy

- h. Speech therapy (excluding barium swallow and esophageal videography)
- i. Cardiac stress testing/EKG
- j. Surgical procedures with low risk of inpatient bed utilization, including colonoscopy and urgent EGD (other than dental and screening EGD)

## **Phase 2**

Elective Procedures: LCMC will begin performing elective procedures that may cause aerosolization of the patient and could result in limited inpatient bed utilization:

- k. Screening Esophagogastroduodenoscopy (EGD)
- l. Dental procedures requiring use of operating room facilities
- m. Pulmonary Function Testing
- n. Speech therapy - barium swallow and esophageal videography
- o. Routine dental procedures

## **Phase 3**

Return to normal business practices.

## **Stay at Home Directive to Expire**

The Governor's Stay at Home Directive has been extended for individuals until Friday, May 15<sup>th</sup>.

## **Other Directives to Continue**

In order to mitigate the widespread community transmission of COVID-19, the New Mexico Department of Health asks all New Mexican citizens to stay at home and undertake only those outings absolutely necessary for their health, safety, or welfare, and to avoid all non-essential travel including plane trips and cruise ships. Self-quarantine or self-isolate for at least fourteen days after all out-of-state travel.

## **Village of Ruidoso Trigger Points**

Below are some factors that will be considered during the implementation of this guide:

- The trajectory in positive cases in Lincoln County;
- Statistics of data related to positive cases in the County of Lincoln as well as the impact of travelers from adjacent counties and jurisdictions outside of New Mexico.
- Phases will be triggered by current conditions as well as the Governor's directives.
- Although, Lincoln County only has two cases of COVID-19, we should remain aware of very important factors: our workforce and travel habits of our population and tourists.
  - **Workforce-** Many workers come from larger populated cities to work in our restaurant and tourist-based industries throughout the high tourist season.
  - **Population Habits-** Travelers will be coming into the Village and travel into our community from many places that are from high population areas. Once restrictions are relaxed, it may be hypothesized that the same travelers will come to our community leading to community spread.

*See EXHIBIT 1 for detailed information.*

### Progression Between Phases

- The approach to reopening New Mexico will occur in phases, beginning with the Preparation Phase on May 1, 2020.
- The duration of each phase will be regularly evaluated in close consultation with public health and emergency management professionals. Factors considered in moving from one phase to the next include the ability for public health professionals to monitor new cases adequately and to conduct contact tracing. Hospitals should maintain the ability to treat all patients safely, both COVID-19 patients and those with other health conditions.
- New Mexico should maintain its ability to screen and test all people with COVID-19 symptoms and maintain sufficient levels of personal protective equipment.
- Negative indicators in these areas may result in the need to re-implement certain restrictions or take other protective measures.

### Guidance Applicable to All Phases

- Individuals should continue to practice good hygiene by adhering the following guidelines:
  - Wash your hands with soap and water or use hand sanitizer, especially after touching frequently used items or surfaces.
  - Avoid touching your face.
  - Sneeze or cough into a tissue, or the inside of your elbow.
  - Disinfect frequently used items and surfaces as much as possible.
  - Strongly consider using non-medical face coverings while in public, especially in circumstances that do not readily allow for appropriate physical distancing (e.g., grocery/retail stores, pharmacies, public transportation).
- People who feel sick should stay at home.
  - Do not go to work or school.
  - Contact and follow the advice of your medical provider.
  - Follow local health department guidance on isolation and quarantine.
- Employers should:
  - Develop and implement appropriate policies, in accordance with federal, state, and local regulations and guidance, and informed by industry best practices, regarding:
    - Social distancing and protective equipment.
    - Temperature checks to ensure it is not over 100.4 degrees and symptom screening.
    - Testing, isolating, and contact tracing, in collaboration with public health authorities.

- Sanitation.
- Use and disinfection of common and high-traffic areas.
- Monitor workforce for indicative symptoms. Do not allow people with symptoms of COVID-19 to work.
- Collaborate with public health officials when implementing policies and procedures for workforce contact tracing following an employee's COVID-19 positive test result.
- If an employee tests positive for the virus they should self-isolate for 14 days.
- A business with an employee that has tested positive should close temporarily to allow for disinfecting.

**Preparation Phase:**

- 1) All Mass Gatherings are prohibited. This prohibition does not apply to necessary operations of essential businesses. Churches, synagogues, mosques, and all other houses of worship shall adhere to this restriction.
- 2) All businesses, except those entities identified as “essential businesses”, are hereby directed to reduce the in-person workforce at each business or business location by 100%, except as provided herein. Retail businesses that are not “essential businesses” may operate to the minimum extent necessary to provide curbside pickup and/or delivery services to customers but only if they are legally permitted to provide their services through pickup and/or delivery.
- 3) “Essential businesses” may remain open provided they minimize their operations and staff to the greatest extent possible. Further, all essential businesses shall adhere to social distancing protocol and maintain at least six-foot social distancing from other individuals, avoid person-to-person contact, and direct employees to wash their hands frequently. All essential businesses shall ensure that all surfaces are cleaned routinely.
- 4) This Order requires the closure of physical office spaces, retail spaces, or other public spaces of a business and does not otherwise restrict the conduct of business operations through telecommuting or otherwise working from home in which an employee only interacts with clients or customers remotely.
- 5) The maximum number of customers allowed in a “retail space” at any given time shall be equal to 20% of the maximum occupancy of the retail space, as determined by the relevant fire marshal or fire department. If customers are waiting outside of a “retail space”, they must do so in compliance with social distancing protocols including the requirement that they maintain a distance of at least six-feet from other individuals, avoid person-to-person contact.
- 6) All casinos shall close during the pendency of this Order. This directive excludes those casinos operating on Tribal lands. Horse racing facilities may operate without spectators.
- 7) Hotels, motels, RV parks, and other places of lodging shall not operate at more than twenty-five percent of maximum occupancy. Health care workers who are engaged in the provision of care to New Mexico residents or individuals utilizing lodging facilities for

extended stays, as temporary housing, or for purposes of a quarantine or isolation period shall not be counted for purposes of determining maximum occupancy. Short-term vacation rentals, apartments, and houses are not permitted to operate except to provide housing to health care workers who reside out of state but are engaged in the provision of care to New Mexico residents.

- 8) All call centers situated in New Mexico are directed to reduce their in-person workforce by 100%. This includes any call center that is part of or supports an essential business.
- 9) Self-storage facilities should reduce operations to the minimum number of employees necessary to ensure public access to storage units and adequate security for storage units, including a 100% reduction in permanent on-site workforce whenever possible.
- 10) This Order does not limit animal shelters, zoos, and other facilities with animal care operations from performing tasks that ensure the health and welfare of animals.
- 11) Federally licensed firearm dealers may operate to the extent necessary to conduct background checks and to allow individuals to take possession of firearms that were ordered online or through other remote means. They shall provide these services by appointment only.
- 12) Golf courses may open on a modified basis. They may be open for golf only and shall not provide any dine-in or retail services. They shall minimize staff and operations to the greatest extent possible and follow all sanitation and social distancing protocols.
- 13) The New Mexico Department of Public Safety, the New Mexico Department of Homeland Security and Emergency Management, the Department of the Environment, and all other State departments and agencies are authorized to take all appropriate steps to ensure compliance with this Order.
- 14) All public and private employers are required to comply with this Order and any instructions provided by State departments or agencies regarding COVID-19.
- 15) In order to minimize the shortage of health care supplies and other necessary goods, grocery stores and other retailers are hereby directed to limit the sale of medications, durable medical equipment, baby formula, diapers, sanitary care products, and hygiene products to three items per individual. NMSA 1978, § 12-10A-6 (2012).
- 16) Pet services – including adoption, grooming, daycare and boarding – are permitted to operate.
- 17) Veterinarians are permitted to operate.

Phases 1-3 describe what are being proposed by the Lincoln County entities and are subject to change based on directives given by the Secretary of Health.

### **Phase One: Individuals**

- The Stay at Home Directive is extended for individuals until May 15<sup>th</sup>
  - All vulnerable individuals should continue to follow the stay at home guidance.
  - All individuals, apart from members of a household, should:

- When in public (e.g., parks, outdoor recreation areas, shopping areas), maintain at least six feet of physical distance from others.
- Avoid gathering in groups of more than 5 people in circumstances that do not readily allow for appropriate physical distancing.
- Minimize non-essential travel and adhere to New Mexico guidelines regarding quarantine.

### **Phase One: Employers**

- All employees should wear personal protective equipment (PPE);
  - Gloves
  - Face Covering (Mask/ Face Shield)
- As of the Preparation Phase businesses are no longer designated essential or non-essential, except as otherwise provided in this guide.
  - Employers should:
    - Continue to encourage telework whenever possible and feasible with business operations.
      - When telework is not feasible, employers are encouraged to accommodate alternative work schedules such as shift work and staggered scheduling in order to adhere to social distancing guidelines.
      - Close common areas where personnel are likely to congregate and interact or enforce strict social distancing protocols.
      - Minimize non-essential business travel.
      - Make special accommodations for members of a vulnerable population or those with vulnerable household members.
- Businesses should adhere to the reopening guidelines for Phase One provided in Part Four of this guide.

### **Phase One: Specific Types of Employers/Activities**

- Places of worship may become operational with reduced capacity and where strict physical distancing protocols may be maintained between non-household members.
- Places of worship occupancy is to be determined.
- Businesses operating under a reduced capacity of Occupant Load should post the recalculated limit at each entrance to the business.
  - Reduced capacity and strict physical distancing and sanitizing protocols must be maintained.
  - Businesses that reopen should adhere to the reopening guidelines for Phase One provided in Part Four.
- Outdoor recreation may become operational if sites adhere to strict physical distancing between groups and exercise frequent sanitation protocols if public facilities are open.

- Individuals and businesses engaged in outdoor recreation should adhere to the outdoor recreation guidelines for Phase One provided in Part Four.
- Organized youth activities may consider becoming operational if physical distancing guidelines may be implemented.
  - Organized youth activities should avoid gathering in groups of more than 5 people in circumstances that do not readily allow for appropriate physical distancing.
- Under current order wineries, breweries, and distilleries are allowed to be open for to go sales only.

**Effective for Phase Two:**

- Restaurants, bars, breweries, distilleries, wineries are allowed to resume service for on premise consumption and sales, and casinos may become operational in Phase Two under strict physical distancing, reduced capacity, and sanitation protocols in accordance with set guidelines.
  - These businesses will be required to close their doors and have all patrons out by 11:30 p.m. Breweries, wineries and distilleries shall follow existing laws on closing time.
  - The expansions for delivery and takeout services are extended through the end of the emergency.
  - In addition, restaurants, bars, breweries, distilleries, and casinos that reopen should adhere to the general and specific guidelines provided in Part Four.
- Gyms may open at 50% maximum occupancy and shall follow given protocols to provide for a safe and sanitary environment.
  - Should have an attendant on duty.
  - Should modify hours of operation to allow for sanitization of equipment.
- Movie and performance theaters, concert halls, bowling alleys, bingo halls, and music halls may open at 50% capacity given strict social distancing measures.
- Businesses operating under a reduced capacity of Occupant Load should post the recalculated limit at each entrance to the business.
- Effective immediately through the end of the emergency, unless modified by subsequent directive:
  - Pools, the Wubit, and hot tubs are to remain closed.
- Senior living or assisted living facilities should continue to prohibit visitors. Those who do interact with residents and patients should ensure strict protocols regarding hygiene and protection are followed.
  - This includes daily screening of staff for symptoms and preventing ill workers from working.

- Childcare facilities may remain operational but should follow applicable state and local guidelines regarding operational levels and occupancy.
- In addition, if schools plan to reopen they should consider:
  - Implementing an alternative educational delivery model that includes a mix of in-person and remote learning.
  - Providing focused individual education, especially for at-risk students.
  - How to reconnect and meet the educational needs of students who fall behind in a remote learning environment.
  - The importance of maintaining the connection between students, teachers, and parents.
  - The important role that schools play in the health of students, families, and communities.
  - Graduation environments that may meet the social distancing and mass gathering requirements.

### **Limitations**

- This guide is effective immediately and expires at the end of the emergency, except where specified.
- This guide shall be implemented consistent with applicable law and subject to the availability of appropriations.
- Nothing in this guide shall be construed to limit, modify, or otherwise affect the authority granted by law to the Governor, any department, agency, political subdivision, officer, agent, or employee of the State of New Mexico except as expressly provided in this Directive or other Directives now in effect.
- This guide is not intended to, and does not, create any right or benefit, substantive or procedural, enforceable at law or in equity by any party against the Village of Ruidoso, its departments, its officers, employees, or agents, or any other person.

### **Guidance for Vulnerable Population**

- All vulnerable individuals should continue to follow the stay home guidance. Family and household members of vulnerable individuals should continue to follow the stay home guidance. Members of households with vulnerable residents should be aware that by returning to work or other environments where distancing is not practical, they could carry the virus back home. Precautions should be taken to isolate from vulnerable residents.
- Vulnerable Individuals include people over 65 years of age and/or those with serious underlying health conditions, including uncontrolled high blood pressure with heart disease, chronic lung disease, uncontrolled diabetes, obesity, pregnant women, asthma,

and those whose immune system is compromised such as by chemotherapy for cancer and other conditions requiring such therapy.

- Until the threat of the virus is lessened and we know more about the threat we are facing, we ask everybody to continue to follow the stay home guidance issued by the State of New Mexico. We also request that our residents and guests continue to educate themselves on ways to protect our community.

## **PART THREE- COMMUNITY OUTREACH AND EDUCATION**

### **Community Outreach and Education Implementation Team**

During the reopening phases of the economy we will use our Ruidoso Safe team that includes Village of Ruidoso employees as well as employees from the LCMC. Our Ruidoso Safe Team will go out in the community to educate business owners as well as the public to ensure proper social distancing measures are followed.

- The team will be guiding businesses on how to operate on a modified business model and at reduced maximum occupancy limits.
- They will be sharing information on proper sanitizing and cleanliness for those they interact with.
- Each business will be provided this guide to follow.
- Team members will go over the section that is applicable to the business.
- Signage will be provided to local businesses.
- We will be providing personal protective equipment to include gloves and masks to those businesses that do not have these resources.
- A questionnaire will be used to identify the needs of the business to help ensure safety.
- GPS will be utilized to track those business that have been informed of our guide.
- We are expanding our online resources and will continue to spread our message via Social Media.

The objective of the Ruidoso Safe team is to provide uniform standards to businesses and their customers to go above and beyond the Governor's Executive Orders to further protect public health by reducing virus transmission risk and promoting social distancing as economic activity resumes.

---

## *General Business Reopening Guidelines*

---

Phases 1-3 describe what are being proposed by the Lincoln County entities and are subject to change based on directives given by the Secretary of Health.

### **PREPARATION PHASE: ALL SETTINGS**

- All employees should wear personal protective equipment (PPE);
  - Gloves
  - Face Covering (Mask/ Face Shield)
- Health assessments (temperature scan to ensure fever is not over 100.4 degrees/ cough/ flu like symptoms) should be conducted for all employees at the beginning of each shift.
- Make hand sanitizer readily available.
- In establishments where customers wait in a line, non-household member customers should remain physically distanced.
- Waiting areas where adequate physical distancing may not be maintained should be closed.
- All businesses, except those entities identified as “essential businesses”, are hereby directed to reduce the in-person workforce at each business or business location by 100%, except as provided herein. Retail businesses that are not “essential businesses” may operate to the minimum extent necessary to provide curbside pickup and/or 6 delivery services to customers but only if they are legally permitted to provide their services through pickup and/or delivery.
- “Essential businesses” may remain open provided they minimize their operations and staff to the greatest extent possible. Further, all essential businesses shall adhere to social distancing protocol and maintain at least six-foot social distancing from other individuals, avoid person-to-person contact, and direct employees to wash their hands frequently. All essential businesses shall ensure that all surfaces are cleaned routinely.
- This Order requires the closure of physical office spaces, retail spaces, or other public spaces of a business and does not otherwise restrict the conduct of business operations through telecommuting or otherwise working from home in which an employee only interacts with clients or customers remotely.
- The maximum number of customers allowed in a “retail space” at any given time shall be equal to 20% of the maximum occupancy of the retail space, as determined by the relevant fire marshal or fire department. If customers are waiting outside of a “retail space”, they must do so in compliance with social distancing protocols including the

---

## *General Business Reopening Guidelines Continued*

---

- requirement that they maintain a distance of at least six-feet from other individuals, avoid person-to-person contact.
- Federally licensed firearm retailers may open by appointment only as needed conduct background checks and to allow individuals to take possession of firearms ordered online.

### **PHASE ONE: ALL SETTINGS**

- All employees should wear personal protective equipment (PPE);
  - Gloves
  - Face Covering (Mask/ Face Shield)
- Health assessments (temperature scan to ensure fever is not over 100.4 degrees/ cough/ flu like symptoms) should be conducted for all employees at the beginning of each shift.
- Make hand sanitizer readily available.
- In establishments where customers wait in a line, non-household member customers should remain physically distanced.
- Waiting areas where adequate physical distancing may not be maintained should be closed.
- Customers should be encouraged to call for a reservation or an appointment, or establishments should use an online wait listing application.
- Physical distancing of 6 feet should be maintained between non-congregate customers,
- A reduction in capacity of 50% of total occupancy;
  - A reduction of seating in service and waiting areas;
  - Management of waiting areas and waiting lines; or
  - Systems that reduce the amount of contact time between customers and staff.

### **PHASE TWO: ALL SETTINGS**

- An increase in capacity to 75% of the total occupancy load;
- Group size has increased from 5 people to 25 people.
- All other provisions remain the same as the Preparation & Phase One for general business operations.

### **PHASE THREE: ALL SETTINGS**

- Return to normal operations

---

## *Restaurant / Bar / Brewery / Distillery / Wineries Casino/ Racetrack Guidelines*

---

Phases 1-3 describe what are being proposed by the Lincoln County entities and are subject to change based on directives given by the Secretary of Health.

### **ALL PHASES**

- All employees wear personal protective equipment (PPE);
  - Gloves
  - Face Covering (Mask/ Face Shield)
- Health assessments (temperature scan to ensure fever is not over 100.4 degrees / cough/ flu like symptoms) should be conducted for all employees at the beginning of each shift.
- Make hand sanitizer readily available.
- A specific cleaning plan should be implemented, and employees should be trained in proper sanitation practices. Materials will be a specific cleaning plan should be implemented, and employees should be trained in proper sanitation practices. Please contact the Village if you need assistance with PPE and sanitation supplies.
- All surfaces occupied should be cleaned between customers, including tables, chairs, booths, and highchairs.
- Table items including, condiments, menus, napkins, and décor, should be removed from the table unless they may be adequately cleaned between customers.
- Menus should be cleaned between customers.
- Growlers and refillable or reusable containers should be cleaned prior to being refilled.
- Gaming machines should be adequately cleaned between customers.
- Comply with applicable New Mexico Environmental Health Department Recommendations.

### **PREPARATION PHASE:**

- Restaurants, but only for delivery or carry out and local breweries or distillers but only for carry out;
- All casinos shall close during the pendency of this Order. This directive excludes those casinos operating on Tribal lands.
- Horse racing facilities may operate without spectators.

### **PHASE ONE:**

Capacity should be limited to 50% of normal operating capacity to allow for adequate group spacing.

---

## ***Restaurant / Bar / Brewery / Distillery / Wineries Casino/ Racetrack Guidelines - Continued***

---

- Tables should be limited to six people per table.
- Establishments should provide for 6 feet of physical distancing between groups and or tables by:
  - Increasing table spacing, removing tables, or marking tables as closed;
  - Providing for a physical barrier between tables; or
  - In-house dining for quick service restaurants should remain closed, if all guidelines cannot be met, including the cleaning of every table between customers.
- Sitting or standing at bars or counters is not allowed.
- Winery and Distillery tastings are not allowed.
- In bars, drinks and food should be served to customers at a table.
- Self-self-service buffets should be closed.
- Self- service drink refills are not allowed. Service cups, straws and lids should be behind a counter and handed to customers.
- Service condiments should be eliminated.
- Gaming machines that are operational should be separated by 7-foot center to center.
  - Machines should be placed out of service if adequate spacing cannot be assured.

### **PHASE TWO: RESTAURANTS**

- Capacity may be increased to 75% of normal operating capacity.
- Tables should be limited to 10 people per table.
- Establishments should continue provide for physical distancing between groups and or tables but may increase capacity.
- In-house dining for quick service restaurants should remain closed if all guidelines cannot be met, including the cleaning of every table between customers.

### **PHASE THREE: RESTAURANTS**

- Continue to practice social distancing when practical.
- Establishments should begin to resume normal occupancy while continuing to follow the guidelines for all facilities.

*See EXHIBIT 2 for the Ruidoso Downs Racetrack modified operation plan for reopening.*

---

## *Outdoor Recreation Guidelines*

---

Phases 1-3 describe what are being proposed by the Lincoln County entities and are subject to change based on directives given by the Secretary of Health.

### **ALL PHASES**

- Health assessments (temperature check to ensure fever is not over 100.4 degrees, cough, flu like symptoms) should be conducted for all employees at the beginning of each shift.
- A specific cleaning plan should be implemented, and employees should be trained in proper sanitation practices.

### **PREPARATION PHASE:**

- Golf courses may open on a modified basis. They may be open for golf only and shall not provide any dine-in or retail services. They shall minimize staff and operations to the greatest extent possible and follow all sanitation and social distancing protocols.
- Parks and lakes may reopen on a modified day-use-only basis, as staff is available. Camping and visitor centers are still closed.

### **PHASE ONE: RECREATION GUIDELINES**

Public lands and parks are encouraged to continue to provide outdoor recreation opportunities for local and regional users if strict social distancing guidelines and facilities follow frequent sanitizing protocols. Areas that cannot practicably implement social distancing requirements or sanitation needs will remain closed. Limited campground offerings and group use facilities may be opened at the discretion of local and state managers. Local, state and federal officials are strongly encouraged to coordinate on all reopening decisions. Guides and outfitters may offer services consistent with any ongoing quarantine travel restrictions provided they adhere to social distancing guidelines and sanitation protocols. Visitors should check the status of any closures and restrictions before traveling.

### **LAKES, DISC GOLF COURSES AND HIKING AREAS**

- Avoid gathering in groups of more than 5 people in circumstances that do not readily allow for appropriate physical distancing.
- Public restrooms in recreation areas shall be sanitized daily
- High touch areas will be sprayed with a bleach solution hand sanitizer shall be provided
- Continue to practice physical distancing

---

## *Outdoor Recreation Guidelines - Continued*

---

### YOUTH SPORTS

- Organized youth activities should avoid gathering in groups of more than 10 people.

### GOLF COURSES

- Groups are limited to 4 golfers
- Maintain six feet of social distancing within the pro shop, staging of golf carts, practice facilities and on the course
- Practice facilities available only for players twenty minutes prior to their tee time.
- One rider per cart and carts must be sanitized on all high touch areas before and after each round.
- Regularly sanitize countertops, doorknobs, range buckets, bathrooms, cash registers, and other frequently touched surfaces
- Flagstick to remain in at all times
- Remove bunker rakes and other on-course furniture like water coolers, trash cans etc.
- On course restaurants and snack bars should follow the guidelines listed above for restaurants.

### **PHASE TWO:**

#### LAKE, DISC GOLF COURSES AND HIKING AREAS

- Avoid gathering in groups of more than 25 people in circumstances that do not readily allow for appropriate physical distancing.
- Public restrooms in recreation areas shall be sanitized daily.
- High touch areas will be sprayed with a bleach solution and hand sanitizer shall be provided.
- Continue to practice physical distancing.
- Concession operations will resume.
- Waiting areas where adequate physical distancing cannot be maintained should be closed.
- Physical distancing of 6 feet should be maintained between customers.
- A reduction in capacity.

### YOUTH SPORTS

- Organized youth activities may consider becoming operational if physical distancing guidelines may be implemented.
- Organized youth activities should avoid gathering in groups of more than 10 people in circumstances that do not readily allow for appropriate physical distancing.

---

## *Outdoor Recreation Guidelines - Continued*

---

### SPECTATORS AT SPORTING EVENTS

- Continue to practice physical distancing
- Group size has increased from 10 people to 25 people.

### GOLF COURSES

- Continue to maintain six feet of social distancing within the pro shop, staging of golf carts, practice facilities and on the course
- Practice facilities open to all
- Carts must be sanitized on all high touch areas before and after each round.
- Regularly sanitize countertops, doorknobs, range buckets, bathrooms, cash registers, and other frequently touched surfaces
- Flagstick to remain in at all times
- Remove bunker rakes and other on-course furniture like water coolers, trash cans etc.
- On course restaurants and snack bars should follow the guidelines listed above for restaurants.

### **PHASE THREE:**

- Campground, group use facilities, and visitor centers are fully open.
- Public restrooms shall continue to be sanitized daily
- Hand sanitizer to be offered
- Continue to practice physical distancing.
- Swimming pool is fully open.
- Sanitation protocol to be completed prior to opening mid-day and at the end of each shift.
- Disinfectant and germicidal soap shall be located in each restroom.

### **CLEANING AND SANITATION**

- Frequent disinfecting of high touch areas and other common spaces.
- Require handwashing of staff in regularly.
- Provide hand sanitizer.

---

## *Personal Care / Spa/ Health Services Guidelines*

---

Phases 1-3 describe what are being proposed by the Lincoln County entities and are subject to change based on directives given by the Secretary of Health.

### **PREPARATION PHASE:**

Prohibited during this phase.

### **PHASE ONE:**

- Health assessments (temperature scan to ensure fever is not over 100.4 degrees / cough) should be conducted for all employees at the beginning of each shift.
- All employees to wear personal protective equipment (PPE);
  - Gloves
  - Face Covering (Mask/ Face Shield)
- Make hand sanitizer readily available.
- Operations that require close personal contact for an extended period result in exposing staff and customers to greater levels of risk. These situations require additional safety and health precautions.
- Screen customers prior to appointment for symptoms of fever, shortness of breath or a cough. Customers that have any of these symptoms should be rescheduled.
- Utilize a face mask/ covering for staff and customers.
- Stylist / artist / service-provider and customer would be a “station” that would be 6 feet away from other “stations”.
- Provide for 6 feet of physical distancing between stations, this may require:
  - A reduction in capacity;
  - Increasing spacing, removing stations, or marking stations as closed;
  - Providing for a physical barrier between stations;
  - A reduction of seating in service and waiting areas; or
  - Systems that reduce the amount of contact time between customers and staff.

### **PHASE TWO:**

Establishments should continue to provide for physical distancing between stations.

### **PHASE THREE:**

- Continue to practice physical distancing when practical.
- Establishments may resume normal occupancy while continuing to follow the guidelines for all facilities.

---

## *Traditional Lodgers and Short Term Rentals Guidelines*

---

Phases 1-3 describe what are being proposed by the Lincoln County entities and are subject to change based on directives given by the Secretary of Health.

### **ALL PHASES:**

- Health assessments (temperature scan to ensure fever is not over 100.4 degrees / cough/ flu like symptoms) should be conducted for all employees at the beginning of each shift.
- Make hand sanitizer readily available.
- Modify the work to keep employees separated
- Offer a contactless check-in and check-out procedure.
- Reduce interaction with guests.
- Follow CDC guidelines for sanitizing and disinfecting.
  - <https://www.cdc.gov/coronavirus/2019-ncov/community/disinfecting-building-facility.html>

### **PREPARATION PHASE:**

- Hotels, motels, RV parks, and other places of lodging shall not operate at more than twenty-five percent of maximum occupancy. Health care workers who are engaged in the provision of care to New Mexico residents or individuals utilizing lodging facilities for extended stays, as temporary housing, or for purposes of a quarantine or isolation period shall not be counted for purposes of determining maximum occupancy.
- Short-term vacation rentals, apartments, and houses are not permitted to operate except to provide housing to health care workers who reside out of state but are engaged in the provision of care to New Mexico residents.

### **PHASE ONE:**

- Short Term Rental properties should only be rented to groups up to 5 persons.
- Traditional lodging properties will only be rented at 50% maximum occupancy.

### **PHASE TWO:**

- Short Term Rental properties should only be rented to groups up to 10 persons.
- Traditional lodging properties may be rented at 75% maximum occupancy.

### **PHASE THREE:**

- Short Term Rental properties may be rented out to maximum occupancy of any size.
- Traditional Lodging properties may be rented at full maximum occupancy.

## Village of Ruidoso Services Reopening Guidelines

Phases 1-3 describe what are being proposed by the Lincoln County entities and are subject to change based on directives given by the Secretary of Health.

### CURRENT DIRECTIVES FOR VILLAGE OF RUIDOSO EMPLOYEES

- A. Face-to-face meetings are made by appointment only. All employees must adhere to maximum occupancy limits per the State's Public Health Order.
- B. All employees must maintain a strict schedule of daily sanitizing and cleaning including every two hours or more frequently clean and disinfect high-touch items such as doors, counters, desks, office equipment, credit card terminals, etc.
- C. All employees should ensure they wash their hands often, use sanitizer when handwashing is not feasible and disinfect work areas and vehicles.
- D. Whenever possible employees should maximize telework opportunities following the approval and tracking process that is currently in place. In addition, meetings should take place remotely whenever possible.
- E. Beginning Friday May 1, 2020 all employees will be required to wear a multi-layered face mask or face covering during working hours when interacting with other employees and/or the public. This includes employees in the field as well as in all office settings. The Village will provide a mask to employees however employees can wear their own as long as it meets the multi-layered mask standards.
- F. If employees are working alone in a sanitized area, working alone outdoors or driving a Village vehicle alone they are not required to wear a multi-layered face mask or multi-layered face covering, however they should have the proper PPE available for when they come into contact with other employees and/or the public.
- G. All employees must follow 6-foot social distancing guidelines and continue to minimize large group gatherings.
- H. All employees should be aware that as public servants we must portray a positive image in the community and ensure we are setting an example for the public. In addition, employees should carry themselves in a professional manner in all forms of communication including social media.
- I. The previous executive order that was implemented regarding out of state and out of country travel has been modified. Effective Friday May 1, 2020 the only out of state and out of country travel requiring a fourteen-day self-quarantine upon return is travel by air.

## Village of Ruidoso Services -Continued

- J. All staff should remain cautious of employees that begin to feel ill and show symptoms of COVID-19. Employees should stay home if they are sick and should be encouraged to follow prior guidelines if they are experiencing COVID-19 related symptoms.
- K. All employees are asked to do their part to keep themselves and others safe and protected during this time.
- L. Doorbell is used to notify staff that someone is at the door needing services.
- M. Drive-up window payments are only accepted from 9:00 AM- 1:00 PM

### **Guidance Applicable to Preparation Phase and Phase One:**

Employees should continue to practice good hygiene by adhering the following guidelines:

- Wash your hands with soap and water or use hand sanitizer, especially after touching frequently used items or surfaces.
- Avoid touching your face.
- Sneeze or cough into a tissue, or the inside of your elbow.
- Disinfect frequently used items and surfaces as much as possible.
- Strongly consider using non-medical face coverings while in public, especially in circumstances that do not readily allow for appropriate physical distancing (e.g., grocery/retail stores, pharmacies, public transportation).

### **People who feel sick should stay at home.**

- Do not go to work.
- Contact and follow the advice of your medical provider.
- Follow local health department guidance on isolation and quarantine.

### **Signage (Mandatory):**

- Signage at each public entrance to the Village building shall inform the public not to enter the facility if they have a cough or fever; maintain a minimum of six-foot distance from one another (other than family/household members); and to wear a face covering.

### **Measures to Protect Employee Health (Mandatory):**

- All employees shall receive temperature screening prior to each shift and shall not be allowed to work if employee's temperature is 100.4 degrees or higher.
- All employees shall wear face coverings when within six feet of another employee or member of the public.

## **Village of Ruidoso Services -Continued**

- Break rooms, bathrooms and other common areas shall be disinfected twice daily
- Village personnel currently on modified work plans will continue to have modified operational processes in place to serve citizens as defined by the Village Manager. We have safeguards in place to follow CDC guidelines and protect our employees. Village
- Hall will continue to be closed to the public; the drive-through will remain open, and citizens will continue to have the ability to conduct business online and by phone.
- Public meetings will continue as defined by the Attorney General guidelines and will be streamed live online.

### **PHASE TWO:**

- We are bringing all staff back to work but continuing to limit public access to our facilities. We will follow the Governor's health orders for safeguarding employees, while continuing to provide services to the public through phone, online, and by email. Certain in-person meetings may also be permitted by appointment only and by following social distancing practices.

### **PHASE THREE:**

- The Village plans to reopen Village Hall, with some modifications to protect visitors and employees from the spread of COVID-19.
- People will have to enter the building through the main entry doors, and only two customers will be allowed at the payment and Planning and Zoning areas at a time. There will be no waiting in the lobby area, and overflow waiting will be outside.
- The Village recommends visitors to Village Hall wear gloves and a mask. Appointments will be required to meet with Village staff members, and customers are encouraged to utilize online services or mail to conduct business with the Village.
- Public meetings may resume in person.

## **RUIDOSO PUBLIC LIBRARY**

The Library Materials are retrieved from the book drop using gloves and wearing a mask. Once inside, the outside of the Library material is disinfected with alcohol and cotton balls. The materials are then quarantined for 72 hours to ensure any virus has died on the pages of books.

### **PHASE ONE:**

- Library Hours – 12:00 PM – 4:00 PM Monday – Thursday
- Enter/Exit through Front Entry Door
- Curbside Deliveries of Hold Items
  - 4:00 PM – 5:30 PM Monday – Thursday

## Village of Ruidoso Services -Continued

- 10:00 AM – 4:00 PM Friday
- Services Offered:
  - Self-service copies and/or printing.
  - Computer Use - Limited Access and Social Distancing (no staff assistance)

### Virtual Programming

- Patrons are encouraged to wear masks
- A reduction in maximum capacity to 50% of total occupancy.
- A reduction of seating in service and waiting areas;
- Management of waiting areas and waiting lines; or
- Systems that reduce the amount of contact time between customers and staff.

### PHASE TWO:

- Library Hours: 9:00 AM – 4:00 PM Monday – Thursday; 9:00 AM. – 1:00 PM Friday-Saturday
- Curbside Deliveries of Hold Items:
  - 4:00 p.m. – 5:30 p.m. Monday – Thursday
- Services Offered:
  - Self-service copies and/or printing.
  - Computer Use – Limited Access and Social Distancing (no staff assistance)
  - Virtual Programming
- Patrons are encouraged to wear masks
- An increase in capacity to 75% of the total occupancy load;
- Group size has increased from 10 people to 50 people.

### PHASE THREE:

- Return to normal operations

### Community Center

#### PHASE ONE:

Community Center will remain closed for the duration of phase one.

#### PHASE TWO:

Programming:

- Bridge Games, Exercise and Wellness Programs, Quilters, Stitching, Art Classes, Study Sessions, and all other Social Gatherings.
- Programs offered to limited participants at different times.
- Three staff members will be operating the facility during all open hours.

## Village of Ruidoso Services -Continued

- All persons entering the building shall receive temperature screening prior to entering and shall not be allowed to enter if their temperature is 100.4 degrees or higher.
- Participants will be required to practice social distancing of 6 feet apart while attending the Community Center.
- Parents and guardians of siblings must spectate from a distance from children.
- Mom's, Pops, & Tot's Playgroup will be on hold until phase three of operations.
- Restrooms, equipment, chairs, tables, and all gathering areas will be completely sanitized with a bleach solution after each program session.
- Hand sanitizer and masks will be provided.
- Germicidal soap shall be located in each restroom.

### Breakfasts and Lunches

- Health assessments must be administered for all employees at the beginning of work shift.
- Only 25 people will be allowed at one time in the dining room.
- Physical distance must be maintained requiring all participants to sit 6 feet apart.
- A reduction of seating in dining areas will be established.
- A distance of 6 feet between participants in line for food will be maintained.
- Silverware, cups, and plates will be handed over to the participant from the serving station.
- Chairs, tables, restrooms and dining areas will be sanitized with a bleach solution after each meal.
- Germicidal soap shall be located in each restroom.

### DWI School

- Health Assessments must be conducted for all participants by the DWI School Administrator.
- Programs will be offered to limited participants at different times.
- Physical distance must be maintained requiring all participants to sit 6 feet apart.
- Chairs, tables, restrooms and seating areas will be sanitized with a bleach solution after each session.
- Germicidal soap shall be located in each restroom.

### Veterans and Be Well NM Assistance

- All persons entering the building shall receive temperature screening prior to entering and shall not be allowed to enter if their temperature is 100.4 degrees or higher.

## Village of Ruidoso Services -Continued

- Participation will be limited to one person per visit. Those assisting participants will be allowed to wait in lobby areas for their client that they are assisting.
- Chairs, tables, and seating areas will be sanitized with a bleach solution after each person assisted.
- Hand sanitizer will be provided.
- Germicidal soap shall be located in each restroom.

### AARP Tax Assistance

- Health Assessments will be administered for all participants and AARP Volunteers entering the building.
- Participation will be limited to one person per volunteer tax preparer.
- Those assisting participants will be allowed to wait in areas 6 feet away for their client that they are assisting.
- Participants that are needing tax aid can sign up and wait in their car until they are called in either by cell phone or in person for their turn in line.
- Chairs, tables, and seating areas will be sanitized with a bleach solution after each person assisted.
- Hand sanitizer will be provided.
- Germicidal soap shall be located in each restroom.
- Restrooms will be sanitized with a bleach solution after each session.
- 

### Building Rentals

- Rentals will be allowed with limited participation.
- Rentals will only be allowed for 50 people or less.
- Restrooms, equipment, chairs, tables, and all gathering areas will be completely sanitized with a bleach solution after each program session by the renter and again by staff before the next usage.

### PHASE THREE:

- Community Center is fully operational and open to the public.
- All areas of the Community Center will continue to be sanitized throughout the day.
- Germicidal soap in restrooms will continue to be offered.
- All equipment that is touched frequently will be wiped down after each use which is required by the user and again by staff daily.

### PHASE ONE:

- Reopen to groups up to 10 persons

## Village of Ruidoso Services -Continued

- Health assessments (temperature scan to ensure fever is not over 100.4 degrees / cough/ flu like symptoms) should be conducted for all employees at the beginning of each shift.
- Make hand sanitizer readily available.
- In areas where customers wait in a line, non-household member customers should remain physically distanced.
- Waiting areas where adequate physical distancing may not be maintained should be closed.
- Physical distancing of 6 feet should be maintained between customers.
- A reduction of seating in service and waiting areas;
- Management of waiting areas and waiting lines; or
- Systems that reduce the amount of contact time between customers and staff.

### PHASE TWO:

- Reopen to groups up to 25 persons
- All other provisions remain the same as Phase One

### PHASE THREE:

- Return to normal operation

### Sierra Blanca Regional Airport

Currently SBRA has the terminal closed to all customers. We have a portable toilet set up outside for customer use. We have a side window used for a pay window for customers to pay for fuel purchases. We are fueling planes. We are not retrieving any customer vehicle at this time from the secured parking area. Customers have to retrieve their own vehicles and move their own luggage. No use of Crew Cars

- All employees should wear personal protective equipment (PPE); When dealing with customers
  - Gloves
  - Face Covering (Mask/ Face Shield)
  - Keep at least 6 feet from all customers

### Phase One:

- Keep Terminal Closed to customers.
- Open gang hangar for pilot use to get out of weather and have access to charge electrical devices.
- Keep pay window open for customers to pay from outside.
- Continue safe distancing from customers
- Continue to have customers retrieve their own vehicles.
- No use of Crew Cars

## **Village of Ruidoso Services -Continued**

### **Phase Two:**

- Open terminal and ensure that all customers disinfect hand upon entry and are wear PPE if required. Increase occupancy capacity.
- Keep pay window open for customers to pay from outside.
- Continue safe distancing from customers
- Continue to have customers retrieve their own vehicles.
- Use of Crew Cars restored employees must disinfect after each use.

### **Phase Three:**

- Open terminal and ensure that all customers disinfect hand upon entry.
- Keep pay window open for customers to pay from outside.
- Continue safe distancing from customers
- Begin to retrieve customer vehicles from secured parking area.
- Use of Crew Cars restored employees must disinfect after each use.

# Village of Capitan Services Reopening Guidelines

## Guidance Applicable to All Phases

Employees should continue to practice good hygiene by adhering the following guidelines:

- Wash your hands with soap and water or use hand sanitizer, especially after touching frequently used items or surfaces.
- Avoid touching your face.
- Sneeze or cough into a tissue, or the inside of your elbow.
- Disinfect frequently used items and surfaces as much as possible.
- Strongly consider using non-medical face coverings while in public, especially in circumstances that do not readily allow for appropriate physical distancing (e.g., grocery/retail stores, pharmacies, public transportation).

### People who feel sick should stay at home.

- Do not go to work.
- Contact and follow the advice of your medical provider.
- Follow local health department guidance on isolation and quarantine.

### Signage (Mandatory):

- Signage at each public entrance to the Village building shall inform the public not to enter the facility if they have a cough or fever; maintain a minimum of six-foot distance from one another (other than family/household members).

### Measures to Protect Employee Health (Mandatory):

- All employees shall receive temperature screening prior to each shift and shall not be allowed to work if employee's temperature is 100.4 degrees or higher.
- All employees shall wear face coverings when within six feet of another employee or member of the public.
- Break rooms, bathrooms and other common areas shall be disinfected twice daily.

### PHASE ONE:

- Village personnel currently on modified work plans will continue to have modified operational processes in place to serve citizens as defined by the Mayor. We have safeguards in place to follow CDC guidelines and protect our employees. Village Hall will continue to be closed to the public; utility payments will be taken through the drop

## Village of Capitan Services- Continued

box, and citizens will continue to have the ability to conduct business online and by phone.

- Public meetings will continue as defined by the Attorney General guidelines and will be conducted via teleconference.

### PHASE TWO:

- We are bringing all staff back to work but continuing to limit public access to our facilities. We will follow the Governor's health orders for safeguarding employees, while continuing to provide services to the public through phone, online, and by email. Certain in-person meetings may also be permitted by appointment only and by following social distancing practices.

### PHASE THREE:

- The Village plans to reopen Village Hall, with some modifications to protect visitors and employees from the spread of COVID-19.
- People will have to enter the building through the main entry doors, and only two customers will be allowed at the payment and Planning and Zoning areas at a time. There will be no waiting in the lobby area, and overflow waiting will be outside.
- The Village recommends visitors to Village Hall wear gloves and a mask.
- Appointments will be required to meet with Village staff members, and customers are encouraged to utilize online services or mail to conduct business with the Village.
- Public meetings may resume in person.

## PUBLIC LIBRARY

### PHASE ONE:

- Library Hours – 10:00AM to 2:00PM Monday – Saturday
- Patrons Enter/Exit through Front Entry Door
- Staff Enter/Exit through Back Garden Door
- Individuals required to use either hand sanitizer or soap & water
- Individuals encouraged to wear masks
- Services Offers:
  - Copies and/or printing avail
  - Faxing and/or email attachment avail
  - Public computers fully avail (social distancing)
  - 2020 Census Enrollment Assistance
  - Light Research
  - WiFi availability around outside of building 24/7
  - 2 Book drops (Capitan & Carrizozo)

## Village of Capitan Services- Continued

- Free Library Cards
- Inter Library Loan
- Bookstore
- Disc Resurfacing
- E-books / Audio-books

### **PHASE TWO:**

- Library Hours – 10:00 AM to 6:00PM Tuesday – Thursday and 10:00AM to 2:00PM Friday – Saturday
- Patrons Enter/Exit through Front Entry Door
- Staff Enter/Exit through Back Garden Door
- Individuals required to use either hand sanitizer or soap & water
- Individuals encouraged to wear masks
- Services Offers:
  - Copies and/or printing avail
  - Faxing and/or email attachment avail
  - Public computers fully avail (social distancing)
  - 2020 Census Enrollment Assistance
  - Light Research
  - WiFi availability around outside of building 24/7
  - 2 Book drops (Capitan & Carrizozo)
  - Free Library Cards
  - Inter Library Loan
  - Bookstore
  - Disc Resurfacing
  - E-books / Audio-books
  - All Regular scheduled programming (social distancing)
  - Community Room open

### **PHASE THREE:**

- Return to normal operations

### **Guidance for Vulnerable Population**

- All vulnerable individuals should continue to follow the stay home guidance. Family and household members of vulnerable individuals should continue to follow the stay home guidance. Members of households with vulnerable residents should be aware that by returning to work or other environments where distancing is not practical, they could

## Village of Capitan Services -Continued

- carry the virus back home. Precautions should be taken to isolate from vulnerable residents.
- Vulnerable Individuals include people over 65 years of age and/or those with serious underlying health conditions, including uncontrolled high blood pressure with heart disease, chronic lung disease, uncontrolled diabetes, obesity, pregnant women, asthma, and those whose immune system is compromised such as by chemotherapy for cancer and other conditions requiring such therapy.
- Until the threat of the virus is lessened and we know more about the threat we are facing, we ask everybody to continue to follow the stay home guidance issued by the State of New Mexico. We also request that our residents and guests continue to educate themselves on ways to protect our community.

### **Not Too Shabby Shop**

#### **PHASE ONE:**

- N2SS Hours – 10:00AM to 2:00PM Thursday & Friday; 10:00AM to 2PM Saturday
- Patrons Enter/Exit through Front Entry Door
- Staff Enter/Exit through Front Entry Door
- Individuals required to use either hand sanitizer or soap & water
- Individuals encouraged to wear masks
- No donations accepted

#### **PHASE TWO:**

- N2SS Hours – 10:00AM to 2:00PM Thursday & Friday; 10:00AM to 2PM Saturday
- Patrons Enter/Exit through Front Entry Door
- Staff Enter/Exit through Front Entry Door
- Individuals required to use either hand sanitizer or soap & water
- Individuals encouraged to wear masks
- Donations accepted

#### **PHASE THREE:**

- Return to normal operations.

### **Smokey Bear Museum/ Gift Shop**

#### **PHASE ONE:**

- Reopen at 10:00 am- 6:00 PM Wednesday- Saturday
- Reduce maximum occupancy to 50%
-

## Village of Capitan Services -Continued

- Health assessments (temperature scan to ensure fever is not over 100.4 degrees / cough/ flu like symptoms) should be conducted for all employees at the beginning of each shift.
- Make hand sanitizer readily available.
- In areas where customers wait in a line, non-household member customers should remain physically distanced.
- Physical distancing of 6 feet should be maintained between customers.
- Management of waiting areas and waiting lines; or
- Systems that reduce the amount of contact time between customers and staff.

### PHASE TWO:

- Reopen to 75% of maximum occupancy
- All other provisions remain the same as Phase One

### PHASE THREE:

- Return to normal operations.

## Park and Recreation

### PHASE ONE:

- Reopen the park to allow for 10 persons
- Allow youth sports for up to 10 persons

### PHASE TWO:

- Reopen the park to allow for 25 persons
- Allow youth sports for up to 25 persons

### PHASE THREE:

- Fully open parks
- Avoid gathering that do not readily allow for appropriate physical distancing.
- Public restrooms in recreation areas shall be sanitized daily.
- High touch areas will be sprayed with a bleach solution and hand sanitizer shall be provided.
- Continue to practice physical distancing.
- Physical distancing of 6 feet should be maintained.
- Public restrooms in recreation areas shall be sanitized daily.
- High touch areas will be sprayed with a bleach solution hand sanitizer shall be provided.

# Village of Corona Guidelines

Village Hall office

## PHASE ONE:

- Village Hall office will open for essential village business only. Residents will be encouraged to reduce any unnecessary face-to-face contact. Employees will be required to follow CDC guidelines. Mandatory signage will be posted to deny entry to anyone with a fever or cough.
- Public meetings will continue as defined by the Attorney General guidelines and will be conducted by video or telephonically.
- Customers and employees will be encouraged to wear masks and gloves.
- The Public Works Department will be back to full staff but public interaction should be limited.
- The solid waste transfer station will remain open and door handles will be disinfected three times per day.

## PHASE TWO:

- MVD services will be open by appointment only and for limited items. Times will be set aside for customers that are considered vulnerable. There will be no waiting in the lobby, only outside. Only persons necessary for the transaction will be allowed in.
- All customer areas will be disinfected after each use.
- Any in-person meetings will be limited to four or less people and must follow all CDC guidelines.

## PHASE THREE:

- Wait areas will remain closed and the number of customers should be limited to only those necessary to complete a transaction.
- Group facilities will be opened to groups of less than 25 with appropriate signage encouraging following all CDC guidelines.

Public Library and Museum

## PHASE ONE:

- The Library and Museum will only open when there see volunteers available and willing to work a shift.
- Returned items to the library should be left in the return bin until a safe amount of time has passed and the virus can no longer be viable on the surface.

## Village of Corona Guidelines- Continued

- All volunteers and patrons will be encouraged to wear gloves and masks. Training will be made available for the safe and responsible way to use the protective equipment.
- Only four patrons will be allowed inside at a time. Time will be limited to that necessary to return and pick up items.
- Common surfaces and public use computers will be disinfected after each use.

### PHASE TWO:

- All services open but social distancing will be strongly encouraged. Masks and gloves will still be encouraged.
- Surfaces should be disinfected after each patron when possible or at least on a regular basis.

DRAFT

# City of Ruidoso Downs Services Guidelines

## Guidance Applicable to All Phases

Employees should continue to practice good hygiene by adhering the following guidelines:

- Wash your hands with soap and water or use hand sanitizer, especially after touching frequently used items or surfaces.
- Avoid touching your face.
- Sneeze or cough into a tissue, or the inside of your elbow.
- Disinfect frequently used items and surfaces as much as possible.
- Strongly consider using non-medical face coverings while in public, especially in circumstances that do not readily allow for appropriate physical distancing (e.g., grocery/retail stores, pharmacies, public transportation).

### People who feel sick should stay at home.

- Do not go to work.
- Contact and follow the advice of your medical provider.
- Follow local health department guidance on isolation and quarantine.

### Signage (Mandatory):

- Signage at each public entrance to the City Hall, The Hubbard Museum of the American West, and the Municipal Court building shall inform the public not to enter the facility if they have a cough or fever; maintain a minimum of six-foot distance from one another (other than family/household members).

### Measures to Protect Employee Health (Mandatory):

- All employees shall receive temperature screening prior to each shift and shall not be allowed to work if employee's temperature is 100.4 degrees or higher.
- All employees shall wear face coverings when within six feet of another employee or member of the public.
- Break rooms, bathrooms and other common areas shall be disinfected at least twice daily.

### PHASE ONE:

- City personnel currently on modified work plans will continue to have modified operational processes in place to serve citizens as defined by the Mayor/ City Clerk/ Administrator. We have safeguards in place to follow CDC guidelines and protect our employees.
- The Hubbard Museum of the American West will remain closed through phase one.
- Public meetings will continue as defined by the Attorney General guidelines and will be streamed live online.

## City of Ruidoso Downs Services Guidelines -Continued

- Certain in-person meetings may also be permitted by appointment only and by following social distancing practices.

### PHASE TWO:

- We are bringing all staff back to work but continuing to limit public access to our facilities. We will follow the Governor's health orders for safeguarding employees, while continuing to provide services to the public through phone, online, and by email.
- Certain in-person meetings may also be permitted by appointment only and by following social distancing practices.

### PHASE THREE:

- The City plans to reopen City Hall and other public facilities, with some modifications to protect visitors and employees from the spread of COVID-19.
- People will have to enter the building through the main entry doors, and only two customers will be allowed at the payment and Planning and Zoning areas at a time.
- There will be no waiting in the lobby area, and overflow waiting will be outside.
- The City recommends visitors to City Hall and public facilities wear gloves and a mask. Appointments will be required to meet with staff members, and customers are encouraged to utilize online services or mail to conduct business with the City.
- Public meetings may resume in person.

### The Hubbard Museum of the American West

#### PHASE ONE:

The museum will remain closed throughout phase one.

#### Phase Two:

Hours of Operation:

- Thursday- Monday  
10:00 AM - 5:00 PM
- Patrons are encouraged to wear masks
- A reduction in maximum capacity to 50% of total occupancy.
- A reduction of seating in service and waiting areas;
- Management of waiting areas and waiting lines; or
- Systems that reduce the amount of contact time between patrons and staff.
- Limit the gift shop to 5 persons including staff member.
- COPE Learning Center should be limited to groups of 15.

# City of Ruidoso Downs Services Guidelines -Continued

## PHASE THREE:

- Return to normal operations

## Guidance for Vulnerable Population

- All vulnerable individuals should continue to follow the stay home guidance. Family and household members of vulnerable individuals should continue to follow the stay home guidance. Members of households with vulnerable residents should be aware that by returning to work or other environments where distancing is not practical, they could carry the virus back home. Precautions should be taken to isolate from vulnerable residents.
- Vulnerable Individuals include people over 65 years of age and/or those with serious underlying health conditions, including uncontrolled high blood pressure with heart disease, chronic lung disease, uncontrolled diabetes, obesity, pregnant women, asthma, and those whose immune system is compromised such as by chemotherapy for cancer and other conditions requiring such therapy.
- Until the threat of the virus is lessened and we know more about the threat we are facing, we ask everybody to continue to follow the stay home guidance issued by the State of New Mexico. We also request that our residents and guests continue to educate themselves on ways to protect our community.

## PARKS AND RECREATION

### PHASE ONE:

Parks and youth sports will remain closed.

### PHASE TWO:

- Avoid gathering that do not readily allow for appropriate physical distancing.
- Public restrooms in recreation areas shall be sanitized daily.
- High touch areas will be sprayed with a bleach solution and hand sanitizer shall be provided.
- Physical distancing of 6 feet should be maintained.
- Public restrooms in recreation areas shall be sanitized daily.

## City of Ruidoso Downs Services Guidelines -Continued

- High touch areas will be sprayed with a bleach solution hand sanitizer shall be provided.
- Youth Sports will be limited availability and group sizes of 20 persons (including coaches, players, and spectators.)
- Pavilions will be made available by reservations only to groups of no more than 6.

### PHASE THREE:

- Fully operational
- All sanitizing and social distancing measures previously mentioned must be followed.

DRAFT

## County of Lincoln Guidelines

The County of Lincoln has survived many hardships throughout our long history. We will survive this crisis, too. Our communities are as diverse as they are distanced. Everyone needs to be able to survive and eventually prosper. We still have the need, and will for some time, for caution and planning. This document and what follows supports our business partners and by no means is a mandate to be heavily enforced.

Most businesses throughout the County are within incorporated areas of the various municipalities and should consider the guidelines set forth, respectively. Our business partners who are NOT in an incorporated area should follow the “General Business Reopening Guidelines” included herein, including historic Lincoln.

### Senior Centers

#### PHASE ONE:

- All employees should wear PPE.
- Health assessments (temperature scan/ cough/ flu like symptoms) should be conducted for all employees at the beginning of each shift.
- Make hand sanitizer readily available.
- In establishments where customers wait in a line, non-household member customers should remain physically distanced.
- Waiting areas where adequate physical distancing may not be maintained should be closed.
- Customers should be encouraged to call for a reservation or an appointment, or establishments should use an online wait listing application.
- Physical distancing of 6 feet should be maintained between non-congregate customers.
- A reduction in capacity of 50% of total occupancy.
  - A reduction of seating in service and waiting areas.
  - Management of waiting areas and waiting lines; or
  - Systems that reduce the amount of contact time between customers and staff.

#### PHASE TWO:

- An increase in capacity to 75% of the total occupancy load.
- Group size has increased from 10 people to 50 people.
- All other provisions remain the same as Phase One for general business operations.

#### PHASE THREE:

- Return to normal operations.

## County of Lincoln Guidelines- Continued

Specialty businesses which may need further direction can look at more fitting direction listed within other sections of this document. If a business cannot find the assistance within this plan, please contact the county.

One area that is vital to the livelihood of the county is agriculture. They have always been the epitome of “Social Distancing”, and they may have some other challenges this plan does not address.

The New Mexico Department of Agriculture is offering assistance and can be reached through the following.

<http://www.nmda.nmsu.edu/covid-update/>

Contact: 575-646-3007

email [nmagsec@nmda.nmsu.edu](mailto:nmagsec@nmda.nmsu.edu).

Lincoln County Senior Centers located in Ruidoso Downs, Capitan, Corona, Carrizozo, and Hondo are closed until further notice. Meal and pharmaceutical services are by delivery only.

For more information: Renee Montes, Senior Center Director

575-648-2121 [rmontes@lincolncountynm.gov](mailto:rmontes@lincolncountynm.gov)

We need to do everything to reopen our economy and keep our friends, family, and visitors safe. Thank you all for your cooperation and stay safe.

# Ruidoso Municipal School District Guidelines

*Ruidoso Municipal Schools will abide by all directives set forth by the New Mexico Public Education Department when schools are allowed to reopen their doors.*

## **COVID-19 TESTING AND LIABILITY**

- All students and staff must be (COVID-19) tested prior to re-entry.
- Documented isolation/quarantine of anyone testing positive.
- Follow-up (COVID-19) testing occurs periodically.

## **CONFIRMED or SUSPECTED case of COVID-19**

Collaborate with public health to ensure each school has a plan for reporting, contact tracing and both short-term or extended term or extended closures in the case of a positive COVID-19 case related to the school or community

- Utilize CDC guidelines:  
<https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/index.html>

## **CLEANING AND SANITATION**

- Frequent disinfecting of door handles, desks and other common spaces.
- Require handwashing in regular intervals.
- Keep libraries, gyms, and playgrounds off limits unless they can be sanitized between groups.
- Provide hand sanitizer.

## **MAINTAIN SOCIAL DISTANCE**

- Consider use of face coverings by all staff and students.
- Cancel extracurricular activities.

# Ruidoso Midtown Association Guidelines

The Ruidoso Midtown Association and the Village of Ruidoso will provide assistance and advice to our vital MainStreet small businesses, so they may safely reopen.

## Phases Approach to Re-Open MainStreet Communities

- Social distancing should continue, with restaurants spacing tables six feet apart and limiting tables occupancy; live music shouldn't be played, and customers should be screened for COVID-19 with a series of questions before entering;
- Front-of-house surfaces should be sanitized every two hours,
- Self-serve buffets and drink stations should be halted
- Display a sign in the bathroom to encourage regular hand washing.
- Retail stores should provide staff and customers wear faces masks, gloves, and hand sanitizers.
- Stores should dedicate shopping hours to high-risk populations, while curbside, pickup and delivery options are increased.

## Policies:

- HR policies and employee engagement strategies need to be reviewed and adjusted to accommodate the different phases of ramping up human capital.
- Monitor conditions and immediately take steps to limit and mitigate any rebounds or outbreaks by restarting a phase or returning to an earlier phase
- Develop and implement appropriate policies, in accordance with Federal, State, and local regulations and guidance, and informed by industry best practices, regarding:
  - Social distancing and protective equipment
  - Temperature checks to ensure fever is not over 100.4 degrees and/or symptom screening
  - Collaborate with public health on testing, isolating, and contact tracing
  - Sanitation
  - Use and disinfection of common and high-traffic areas

## Tips:

- Adjust store hours, offering early morning or after normal-closing hours for private shopping.
- Encourage sidewalk sales,
- None of us have all the answers today, but a scenario-driven plan will position you to take appropriate action at each step to emerge strong and ready to rebuild.

**Ruidoso Valley Chamber of Commerce**

DRAFT

DRAFT

## APPENDIX A

### Tourism Snapshot of Ruidoso Visitors

The Ruidoso Tourism department conducted a survey of website visits between April 1, 2019 and April 24, 2020 to DiscoverRuidoso.com, the official tourism page for the Village of Ruidoso. Within the survey we've identified the top 25 users by Designated Marketing Area. This data is consistent with the perceived number of actual visitors to Ruidoso annually and will be valuable in assessing the potential of entrants back into the area within the proposed phased approach. Notably, it is important to notice that Mexico isn't present on the data sets provided. It is important to note that Mexican nationals represent an estimated 15%-20% of our annual tourism.

The following measures are being instrumented in the DMA's listed on page 2:

**Texas:** Stay at home order in effect since April 2, 2020 through April 30, 2020. On April 17 Governor Greg Abbott held a press conference where he issued three new Executive Orders to begin the process of reopening the state of Texas while revising hospital capacity and certain social distancing guidelines. Within the orders, select activities and services that pose minimal to no threat of spreading COVID-19 are allowed to reopen using a "Retail-To-Go" model, certain restrictions on surgeries have been loosened, and schools will remain closed for the remainder of the 2019-2020 academic year. Texas is slated to host a press conference on April 27, 2020 to discuss the reopening strategy. There have been cities across the state who have ordered a reopening of all businesses and restaurants effective immediately in defiance of the Governor's orders. [Executive Order GA-16](#) pertaining to soft opening of retail "to-go, curbside and delivery" model. [Executive Order GA-15](#) pertains to loosening restrictions on elective surgeries. [Executive Order GA-17](#) pertains to putting together a strike force to get the state of Texas back open.

*What does this mean for Ruidoso?* With Texas representing over 50% of our tourism population, we are likely to see a rise in tourism as soon as the stay at home orders expire and Texan's feel comfortable to travel. Those travelers may only be restricted through reduced access to our community via lodging. With that being said, our community is a "vacation bedroom" community for Texas, with many of the homes in our community being second homes to Texans. We expect to see a large volume of Texans entering their second homes for summer residence as restrictions are lifted in Texas. There is a lot of pressure on Governor Abbott to quickly reopen Texas and get things as back to normal as possible.

**Arizona:** Stay at home order in effect since March 31, 2020 through April 30, 2020. In Executive Order 2020-32 Governor Ducey loosens restrictions on elective surgery set to resume May 1,

2020. Arizona has not released further details on when their stay at home order will be lifted but has indicated they don't want to lose ground on the fight against COVID-19.

*What this means for Ruidoso?* Arizona is likely to loosen its stay at home order soon. It looks like Governor Ducey is likely to take a more conservative approach to opening back up the state and at this time there is no defined strategy as to what the recovery plan looks like. Amid pressures from protestors, the state is likely to give way to public demand, but only the future will tell. Arizona represents roughly 5% of our tourism economy.

**Colorado:** The state will move into a ["phase of individual responsibility, and phase of sustainability,"](#) Gov. Polis said, that includes maintaining social distancing and while the state pursues more aggressive testing, case detection and containment. While many [small businesses and personal services](#) (haircuts, for instance) will be allowed to soon reopen, they'll be under strict health restrictions and should follow certain guidelines.

*What this means for Ruidoso?* Colorado represents a small portion of our tourism economy in Ruidoso. In recent years we have seen an increase in overall interests, the number of tourists from Colorado remains relatively small. From a competitive standpoint, it is important that New Mexico follows a comparable trajectory, if not a quicker trajectory, to reopening than Colorado. They are a strong competitor to our outdoor tourism economy, and we don't want to lose tourists to Colorado if New Mexico cannot open at the same time or before Colorado.

**California:** Stay at home order in effect since March 19, [Executive Order N-33-20](#). The Western States Pact has member states, California, Oregon, Washington, Colorado and Nevada. The organization will focus on reopen their economies amid the novel coronavirus pandemic. The states are all heavily democratic and will focus on a shared vision that "health outcomes and science - not politics" will guide their decisions to reopen and ease stay-at-home orders. It is likely that the Western States Pact will move in sync with one another and will likely take a more conservative or phased approach to reopening.

*What this means for Ruidoso?* Californian represents a relatively small percentage of our tourism economy.

<b>City 100,000</b>	<b>County</b>	<b>Sessions</b>	<b>% of Sessions</b>	<b># of Cases</b>	<b># of Deaths</b>	<b># of Deaths per</b>
Dallas	Dallas County	45672	8.16	2763	72	2.78
El Paso	El Paso County	45248	8.08	674	10	1.19
Ruidoso	Lincoln	28366	5.07	2	0	0
Austin	Travis County	26899	4.8	1312	31	2.58
Albuquerque	Bernalillo County	23498	4.2	631	31	4.57
Las Vegas	Clark County	16986	3.03	3314	163	7.61
Lubbock	Lubbock County	16670	2.98	481	40	13.27
Los Angeles	Los Angeles County	13987	2.5	17567	798	7.9
Houston	Harris County	11873	2.12	5330	82	1.78
Midland	Midland County	10118	1.81	67	4	2.44
Las Cruces	Doña Ana County	9709	1.73	88	1	0.46
San Antonio	Bexar County	9202	1.64	1167	43	2.23
Phoenix	Maricopa County	7973	1.42	2970	115	2.7
Odessa	Ector County	7765	1.39	62	4	2.53
Alamogordo	Otero County	6974	1.25	5	0	0
Fort Worth	Tarrant County	6762	1.21	1559	45	2.23
Roswell	Chavez County	6188	1.11	22	1	1.53
Hobbs	Lea County	5315	0.95	8	0	0
Denver	Denver County	4851	0.87	2172	98	4.13
Carlsbad	Eddy County	4547	0.81	11	1	1.74
Whitney	Hill County	4123	0.74	14	1	2.82
Amarillo	Potter County	3881	0.69	204	5	4.14
Abilene	Taylor County	3846	0.69	191	3	2.2
Rio Rancho	Sandoval County	3742	0.67	345	8	5.6
Tucson	Pima County	3072	0.66	1026	70	6.86

<b>State</b>	<b>Peak Date</b>	<b>Deaths per million</b>	<b>Over Capacity</b>
Alabama	4/25/20	7.506549314	No
Alaska	4/26/20	6.40288704	No
Arizona	4/18/20	8.02751364	No
Arkansas	4/26/20	7.42626095	No
California	4/26/20	3.738387486	No
Colorado	4/29/20	3.675112038	No
Connecticut	4/12/20	10.213764	Yes
Delaware	4/25/20	7.653805234	Yes
District of Columbia	4/25/20	5.839186453	No
Florida	5/16/20	2.625835301	No
Georgia	4/22/20	9.268444895	Yes
Hawaii	4/26/20	7.96187791	Yes
Idaho	4/26/20	6.777593428	No
Illinois	4/17/20	7.172528715	No
Indiana	4/15/20	16.40796296	Yes
Iowa	4/25/20	7.592858479	No
Kansas	4/25/20	7.189063726	No
Kentucky	5/7/20	2.486977001	No
Louisiana	4/10/20	20.83314511	No
Maine	4/25/20	8.365495919	Yes
Maryland	4/20/20	3.618947745	No
Massachusetts	4/14/20	15.6960396	Yes
Michigan	4/10/20	23.77925307	Yes
Minnesota	4/25/20	7.205257364	No
Mississippi	4/24/20	7.254005092	No
Missouri	4/21/20	17.95947749	Yes
Montana	4/26/20	7.55722891	No
Nebraska	4/26/20	7.10139743	No
Nevada	4/16/20	11.49941756	Yes
New Hampshire	4/25/20	7.55895922	Yes
New Jersey	4/12/20	21.32570909	Yes
New Mexico	4/25/20	7.77173532	No
New York	4/8/20	28.11896495	Yes
North Carolina	4/22/20	7.498509737	Yes
North Dakota	4/26/20	6.936443491	No
Ohio	4/15/20	8.146734992	No
Oklahoma	4/16/20	7.750372697	No
Oregon	4/25/20	3.404669376	No
Pennsylvania	4/17/20	8.514692522	No
Rhode Island	4/25/20	7.558329974	No
South Carolina	3/22/20	3.152243453	No
South Dakota	4/27/20	7.209557581	No

<b>Tennessee</b>	4/21/20	7.437941982	No
<b>Texas</b>	4/16/20	6.39811565	No
<b>U.S. average</b>	4/14/20	7.13134719	No
<b>Utah</b>	4/24/20	5.936135158	No
<b>Vermont</b>	4/7/20	35.503831	Yes
<b>Virginia</b>	5/3/20	3.800354729	No
<b>Washington</b>	4/21/20	3.584554635	No
<b>West Virginia</b>	4/27/20	8.054584808	No
<b>Wisconsin</b>	5/23/20	2.25026166	No
<b>Wyoming</b>	4/26/20	7.533360172	No

# **APPENDIX B**



All American Ruidoso Downs, LLC

Post Covid-19 Operating Plan

v. 1.0

April 22, 2020

## Overview

AARD partners, management and staff, along with our vendors, horsemen and community are cautiously preparing for the return of live racing at Ruidoso Downs. AARD's goal from the outset has been to respect the severity of this viral pandemic by shutting our doors and to exploit our placement on the racing calendar to be a source of recovery for the horse racing industry. Those goals remain intact.

Based on the expected May 15<sup>th</sup> order extension it is our goal to proceed to our opening date of May 22<sup>nd</sup> in an orderly and deliberate way that preserves the valuable containment measures we have been practicing, while allowing for disciplined and sensible training and racing operations.

The casino is a large part of our daily operations and annual revenue, no question. However, Ruidoso is an organization that depends on its racing operations and on-track wagering to drive our business and will focus on the return of training and racing operations as a first step towards a full facility opening. As social distancing and personal protective equipment (PPE) play a new and recurring role in our daily lives we will augment our security and admission rules to minimize risk while using recommendations and tools from other racing and health focused organizations.

This document is meant to be a description of our plans, not an instruction manual on how it will be executed. The practices and procedures for executing the various containment steps will be based on practical application and influenced by conditions on the in the field. Minimizing social density and casual contact, maximizing sanitation and cleanliness, routine temperature screening and quarantining will all play a role in our return to live racing operations in the coming weeks.

AARD will be a steward of our community at large and a driver for our economic recovery under the guidance and direction of our governmental and health leadership.

## Training, then Racing

The New Mexico Racing Commission (NMRC) granted racing dates to AARD which begin May 22<sup>nd</sup>. Based on that schedule AARD planned to conduct the Ruidoso Futurity and Derby trials during that opening weekend, as is the tradition. In order to accomplish that scheduling, AARD planned to open its barn area for horsemen by May 1st and conduct schooling races for those young horses May 4-5-6.

Those pre-trial weeks of training are critical to the success of the trials and the success of those horses later in the year. The altitude and the fact many young horses are racing for the first time begs for a span of 2-3 weeks from the arrival of horses to the barn area to the first date of the time trials. That acclimation and final preparation time helps to minimize risk to horses and riders coming from lower altitudes and different climates.

Based on the expected health order extension of May 15<sup>th</sup>, AARD has devised a couple scenarios that address the needs for the horsemen in light of the stakes schedule and the pre-trial training requirement.

In summary, RD will look at the opening of the barn area as the key starting point for our 2020 season. Therefore, the opening date for public operation of the casino is a separate issue than the opening of the barn area for horsemen and horses. Lots of evidence to support that, if done properly, racing and training operations are safe and provide a much needed source of economic activity.

That stated, our approach to our opening is as follows:

1. RD requests to open its barn area for horses May 1<sup>st</sup> but no later than May 8th and follow the racing plan currently in place with futurity and derby trials May 22-25<sup>th</sup>.
2. If there is a delay until May 15<sup>th</sup> for the allowance of horses on the grounds, Ruidoso would not open live racing on May 22<sup>nd</sup>, (canceling 4 race days). The stakes schedule would move back to accommodate the Ruidoso trials May 29-31. This moves the Rainbow series back a week and still allows 4 weeks from finals to trials in all three triple crown races; a necessity.

The schedule would then change as follows:

May 15th backside opening stakes schedule											ZIA REST	
Class	Racing week	May 22-25	May 29-31	June 5-7	June 12-14	June 19-21	June 26-28	July 3-5	July 10-12	JULY 17-19	JULY 24-26	July 31-Aug 2
2 yo's	QH		Rui Fut Trls		RUI FUT				RNDW TRLS	ZIA FUT TRLS	RNDW FUT	ID J/V TRLS
	TB		Rui Fut Trls	MTN TOP TRLS	RUI INV	MTN TOP FUT			RNDW TRLS			ZIA FUTURITY
3yo's	QH											
	TB		Rui Dby Trls		RUI DBY				RNDW TRLS	ZIA DBY TRLS	RNDW DBY	ZIA DEROY
3 & up	QH			ANDREINI				HEASTRJET				
	TB				MDN STKS trials		MDN STAKES					DISTAFF TRLS
				Dash For Speed/Rite Danley								
					RUI SPRINT		FIRST LADY H					
						changed					other stakes	
						NM BRED					stay the	
											same on	
											this date	

## Recover Lost Racing Days at Ruidoso Downs

As a means to recover some of the lost 42 racing days at Sunray or Sunland, AARD can add Thursdays to 14 race weeks with some additional operational money and purse money. Ruidoso has 52 daily/weekend ship in stalls for those that train elsewhere and want to run here. Potentially that total could increase by 10-20 stalls. Operating and purse money would be needed to add the race days.

## Purses

The purse account at Ruidoso has been severely impacted by the closures as three tracks and casinos contribute to that fund. There will be a shortfall of \$1.2-\$1.4 million by opening day. The NMRC provision that some prior money from 2 canceled/shortened meets may move to the other three tracks may preserve the purse schedule. Live handle makes up a large % of Ruidoso purses therefore any non-pubic racing must be limited to May dates, if at all.

## Horses in Training a Safe Operation

The practice of training horses is a low-human-density operation. Typically, there are many more horses than people in any given area of the stable area and the scope and scale of the outdoor work zone is measured in fractions of a mile, not feet. There are many tracks and training centers operating in the US throughout this crisis with almost no reports outside NY of any positive Covid-19 cases. The safety practices we know about work in that environment.

Specifically, at Ruidoso Downs, the human density is less than many places due to the fact that some labor saving devices like walking machines take some of the otherwise required people out of the shedrow. Conversely, in the Eastern TB tracks trainers hire people to hand walk horses rather than use the large motorized walking wheels. Also, there are usually 100 or more horses training on the larger tracks at any given time, where at Ruidoso, the track may not have more than 30-40 horses scattered around a 1-mile, 100-acre space at any moment.

Grooms (people who tend the horses) are scattered around 20-50 stall barns and with a ratio of about 1 groom for every 6 horses there are seldom more than a few people in any given 100 foot long barn. These grooms are spaced about usually about 30 feet apart on average while they work with their horses and inside the stalls those horses live in. The intermittent human contact is usually one-on-one with seldom more than 2-3 people gathered in one location caring for a horse coming off or going on to the track for exercise. This spacing is more about the safety of the horses and the people than transmission prevention, but the effect is the same.

Ruidoso Downs employees and others, including veterinarians, horseshoers, security, track maintenance, gate crew, racing office, clockers, are equally scattered around a large area, working individually, or in pairs. Per the plan, each would be issued or required to utilize PPE for the foreseeable future.

AARD will continue to abide the orders of the Governor, but we strongly believe that training operations can be opened May 1<sup>st</sup> without jeopardizing public health.

## Horsemen and Stable Gate

The goal of the containment measures is to prevent introduction of infected or contagious persons into an un-infected area and to prevent transmission person to person. To that end, AARD has developed with others the following plans:

1. Ruidoso Downs will enforce restricted access to the stable area to essential persons only. NO owners/guests until June 1 or later as determined.
2. Security officers wear PPE while on duty in the gate. Security staff should not touch anyone's identification. A valid NMRC license is mandatory to gain access to the stables.
3. Stable area is accessible through main gate from hours of 5:00 am to 8:00 pm only.

4. Temperature screening is required for everyone entering the stable area. Anyone showing a temperature more than 100.4 F degrees is not permitted to enter. Wrist bands will be used to identify those that have been temperature screened.
5. RD security staff will use the roadside grass area west of the main stable gate to erect a tent and create a screening station for horsemen that are hauling horses into the barn area. This area is large enough to temporarily detain as many as 8-10 trucks and trailers in a queue for screening. One hot temp among a group of people in a vehicle will preclude everyone in the vehicle from entering the barn area.
6. Emergency or essential personnel may enter stable area 24/7 provided the essential personnel are identified in advance as designated persons.
7. Preventive hygiene flyers in English/Spanish to be posted in multiple locations and distributed to trainers at their barns.
8. AARD are providing PPE (gloves and masks) to our starting gate crew, track medics, pony riders and they must wear the PPE while working.
9. All entrants to the barn area must follow directions or risk permanent ejection. Protocols will be enforced and provided in writing in English and Spanish language.

#### Notices to Horsemen

##### **Approved Facial Covering Required**

- All licensees inside the secure enclosure involved in the training or care of horses must wear a protective covering over their nose and mouth. Trainers are responsible to ensure that their help complies with this protocol.

Attention: All trainers, jockeys, exercise riders, pony persons, and outriders must wear approved facial coverings when on the track.

Grooms must wear approved facial coverings when in the barn area.

##### **CONGREGATING IN GROUPS PROHIBITED**

- Congregating in a groups larger than 5 people is prohibited.
- Individuals found to be congregating will be given one warning.
- Racing office visits must be made by appointment only. Enter horses by phone. Delivery of documents must be made by mail or appointment.
- Licenses may be acquired by appointment only. Documents are available online.

## IN THE EVENT OF A POSITIVE TEST OR EXPOSURE TO COVID-19

- Any person positive for or knowingly being exposed to the COVID-19 virus must self-report to AARD Security and will be required to leave the grounds for a period of 14 days. Permission to reenter the grounds will only be granted back when in possession of a negative test result or physician note of same effect. Failure to self-report will be considered dangerous to others and non-compliant.
- Everyone working in a barn that has been inhabited by someone who has been in the barn the past 72 hours and tests positive or has knowingly been exposed to the COVID-19 virus will be required to leave the grounds for a minimum of 14 days and will only be permitted back upon presenting a doctor's note that they have tested negative or are safe to resume activities around the public. Simply put, inappropriate actions of one person can and will shut down a whole barn.

## Public Safety

The general practices in place when racing fans and casino patrons return to the facility:

1. Casino Guests will be temp screened and banded at the door of casino.
2. Racing Guests will be asked to don masks or be offered a chance to buy them at cost (\$1).
3. Gaming machines will be cleaned after each use if possible, every 3 hours, and after closing.
4. Temperature taking staff will don KN95 masks and nitrile gloves, face shields and Tyvek suits during their screening shifts.
5. Hand sanitizing stations will be deployed facility wide along with signage depicting instructions.
6. Menus will be disposable; utensils and other items will be replaced with disposables.
7. Extra cleaning rotations will be developed for janitorial staff in all areas of the facility.

## Employee Safety

AARD employees can be segmented into many subgroups and categories including public facing, non-public facing, indoor, outdoor, barn area, food service, technical, among others.

It is AARD's goal to minimize exposure among all employees and equip those employees with PPE to prevent casual or passive transmission.

AARD public facing employees will be supplied with KN95 face coverings and nitrile gloves. Temperature checkers will also have face shield and Tyvek suits. Cash handling, food handling, and janitorial staff will have the PPE gear provided daily at their clock-in location and will be temperature screened upon arrival. Other staff will get supplies from their supervisors.

Anyone with a temp greater than 100.4 will be sent home and expected to self-quarantine. Designated staff will administer the temperature readings for each employee on arrival.

The date which public patrons are admitted to the facility, the health order in place, and the restrictions in place will determine the degree to which they are subjected to screenings.

Break rooms and kitchens will be restricted to 5 or fewer people, meetings will be done by conf call or outdoors with distancing measures in place.

**Draft Memo to Employees:**

#### *COVID-19 Employee-Screening Procedures*

*Effective immediately, all employees reporting to work will be screened for respiratory symptoms and have their body temperature taken as a precautionary measure to reduce the spread of COVID-19.*

*Every employee will be screened, including having his or her temperature taken, when reporting to work. Employees should report to break room by time clock upon arrival at work and prior to entering any other areas of AARD property.*

*Each employee will be screened privately by a member of Security staff using a touchless forehead/ temporal artery thermometer. The employee's temperature and answers to respiratory symptom questions will be documented, and the record will be maintained as a private medical record.*

*Time spent waiting for the health screening should be recorded as time worked for nonexempt employees.*

*An employee who has a fever at or above 100.4 degrees Fahrenheit or who is experiencing coughing or shortness of breath will be sent home. The employee should monitor his or her symptoms and call a doctor or use telemedicine if concerned about the symptoms.*

*An employee sent home can return to work when:*

- *He or she has had no fever for at least three (3) days without taking medication to reduce fever during that time; AND*
- *Any respiratory symptoms (cough and shortness of breath) have improved for at least three (3) days; AND*
- *At least seven (7) days have passed since the symptoms began.*

*An employee may return to work earlier if a doctor confirms the cause of an employee's fever or other symptoms is not COVID-19 and releases the employee to return to work in writing.*

*An employee who experiences fever and/or respiratory symptoms while home should not report to work. Instead, the employee should contact his or her immediate supervisor for further direction.*

**COVID-19 Employee Health-Screening Form**

Employee name: \_\_\_\_\_

Job title: \_\_\_\_\_

Supervisor's name: \_\_\_\_\_

Date	Body temperature	Respiratory symptoms? (Y/N)	Screened by

**If an employee's body temperature is at or above 100.4 degrees Fahrenheit, the employee must be sent home immediately and the following completed:**

Date the employee was sent home: \_\_\_\_\_ Recorded temperature: \_\_\_\_\_

Are visible signs of respiratory illness present?  Yes  No

An employee sent home with a fever can return to work when:

- He or she has had no fever for at least three days without taking medication to reduce fever during that time; AND
- Any respiratory symptoms (cough and shortness of breath) have improved for at least three days; AND
- At least seven days have passed since symptoms began.

The employee may return to work earlier if a doctor confirms the cause of the employee's fever or other symptoms is not COVID-19 and provides a written release for the employee to return to work.

Date the employee returned to work: \_\_\_\_\_



## **APPENDIX C**

April 27, 2020

To: Mayor Lynn Crawford

Dear Mayor,

I hope this letter finds you well. During this trying time with the Covid-19 pandemic I am glad that you and the Lincoln county commission have put together a task force to be proactive in opening the county in a safe and thoughtful manner. Sheltering in place and social distancing has been very effective in decreasing the transmission rate of the Covid-19 virus here in New Mexico. These measures though, may have some detriment to individual health.

There was a recent Gallup poll that found social distancing measures are contributing to poor diet and exercise habits. This may increase the risk of obesity which as we already know is another epidemic in itself. Substance abuse appears to be on the rise as well. National sales of alcohol have been on the rise since sheltering in place measures started in March. I believe depression and anxiety issues are also on the rise during this stressful time.

With these few examples being stated, it is very obvious that humans need freedom to roam in the outdoors. Now with Spring here and the temperature rising it is important for people to be given that opportunity. Poor nutrition and increased alcohol consumption will cause vitamin deficiencies. Vitamin D will be a big concern since people also need sun exposure for our bodies to convert the vitamin to an active form. Osteomalacia, osteopenia and fractures will be increased during this time.

I hope that in the very near future, our community will be allowed to enjoy those outdoor activities that brought us here in the first place. We need to be outside exercising, hiking, Golfing, and doing weight bearing exercises. This will lead to better nutrition, increasing hydration, stress relief and hopefully weight loss. In turn, our immune system will be stronger to help fight infection like Covid-19. Please be thoughtful in your plan for our more vulnerable population. We need to protect them during this time but they also need the freedom to exercise outside without fear.

Thank you for your leadership during this unprecedented time. Please let me know if you need any help in the future.

Respectfully,



Stephen J. Otero, MD

# **APPENDIX D**

## **Essential Businesses**

**A public health emergency order that has been extended until May 15, 2020, suspends most operations of businesses and nonprofit entities except for those deemed essential. As of May 1, non-essential retail businesses may reopen for curbside and delivery only where their license allows it. Certain non-essential businesses where curbside and delivery is not feasible — such as with firearms dealers — may operate by appointment-only.**

**Government services at all levels remain open but must continue to work remotely to the greatest extent feasible.**

**The following is a list of private operations deemed essential per that order. If after checking the list you are still unsure if your business is essential, send an email to [covid.exemption@state.nm.us](mailto:covid.exemption@state.nm.us).**

## **HEALTHCARE / PUBLIC HEALTH**

- Hospitals
- Walk-in-care health facilities
- Veterinary and livestock services
- Pharmacies
- Medical and wholesale and distribution
- Home health care workers or aides for the elderly
- Emergency dental facilities
- Nursing homes
- Residential health care facilities
- Research facilities
- Congregate care facilities
- Intermediate care facilities for those with intellectual or developmental disabilities
- Supportive living homes
- Home health care providers
- Medical supplies and equipment manufacturers and providers
- Medical cannabis

## **EMERGENCY SERVICES**

- Law enforcement personnel
- First Responders
- Firefighters
- Emergency management personnel
- Dispatch operators
- Court personnel

## **CHILDCARE**

- Facilities necessary to provide services to those workers employed by essential businesses and non-profit entities as well as non-essential businesses operating curbside or delivery services.

## **INDIGENT CARE**

- Homeless shelters
- Food banks
- Other services providing care to indigent or needy populations

## **INFRASTRUCTURE OPERATIONS**

- Public works construction
- Commercial and residential construction and maintenance
- Utilities, including their contractors and suppliers, involved in water and waste-water supply
- Sewer, trash and recycling collection, processing and disposal
- Road and highway repair and construction
- Solid waste collection and removal
- Nuclear material research and enrichment
- Data and internet providers
- Data centers
- Telecommunications systems

## **FOOD AND AGRICULTURE**

- Farms, ranches and other food cultivation, processing or packaging operations
- Grocery stores and supermarkets (however, they must limit the number of customers allowed inside at one time)
- Food banks
- Farmers' markets
- Vendors who sell food
- Convenience stores
- Other businesses that generate most of their revenue from the sale of canned food, dry goods, fresh fruits and vegetables, pet food, fresh meats, fish and poultry, and any other household consumer products
- Businesses that store, ship or deliver groceries, food, goods or services directly to residences or retailers
- Restaurants, but only for delivery or carryout

## **ENERGY**

- Gas and oil drilling and refining
- Electrical production and distribution
- Natural resources extraction or mining operations

- Utilities, including their contractors and suppliers, engaged in power generation, fuel supply and transmission

## **MANUFACTURE**

- Food processing
- Chemicals
- Fertilizer
- Pharmaceuticals
- Sanitary products
- Household paper products
- Telecommunications
- Microelectronics/semiconductors
- Primary metals
- Machinery
- Electrical equipment
- Appliance
- Components
- Transportation equipment

## **DEFENSE RESEARCH**

- Laboratories
- Defense and national security-related operations supporting the U.S. government or a U.S. government contractor
- TRANSPORTATION
- Airport operations
- Airlines
- Taxis and other private transportation providers
- Gas stations
- Automobile repair facilities
- Retailers who generate most of their revenue from the sale of automobile repair products
- SERVICE SECTOR
- Plumbers
- Electricians
- Security services
- Custodial services

**Businesses that generate most of their revenue from mailing and shipping services, including post office boxes**

## **PROFESSIONAL SERVICES**

- Legal services as necessary to assist in compliance with legally mandated activities
- Accounting services as necessary to assist in compliance with legally mandated activities

## **FINANCIAL SERVICES**

- Banks
- Credit unions
- Insurance providers
- Payroll services
- Brokerage services
- Investment management firms

## **MEDIA**

- Television
- Radio
- Newspaper operations

## **MISCELLANEOUS**

- Hardware stores and businesses that generate most of their revenue from the sale of goods used for essential home repairs.
- Laundromats and dry cleaner services
- Funeral homes, crematoriums and cemeteries
- Real estate services including brokers, title companies and related services