

Special Event Operations Agreement

THIS AGREEMENT (hereinafter "Agreement") is entered into on the date of the last signatory noted below (the "Effective Date"), between the City of Columbia, Missouri, a municipal corporation (hereinafter "City") and Ragtag Film Society (hereinafter "Organizer"), a nonprofit corporation organized in the state of Missouri and with authority to transact business within the state of Missouri.

WITNESSETH:

WHEREAS, Organizer desires to host 2021 True False Film Fest (hereinafter "Event") and Organizer has requested the closure of any public street, sidewalk or public place for the Event; and

WHEREAS, Organizer is planning a special event which either occurs the day before or the day of any scheduled University of Missouri home football game or is an event that will require city services, equipment or support that is outside the ordinary course of business of the City; and

WHEREAS, pursuant to Section 24-73 of the City of Columbia's Code of Ordinances, City and Organizer have negotiated the terms of this Agreement.

NOW, THEREFORE, the Parties hereto, for good and sufficient consideration, the receipt of which is hereby acknowledged, intending to be legally bound, do hereby agree as follows:

1. Date, Time, and Location of Event. The date, time and location of the Events are set forth in Organizer's Event information contained in **Exhibit A**.
2. Closure of Streets, Sidewalks, and Public Places. The Event Area (hereinafter "Event Area") is designated in the Event map contained in **Exhibit B**. Organizer may close streets, sidewalks and/or public places in the Event Area specified as closed areas in **Exhibit B**. Except as set forth in this Agreement and attached exhibits, all areas of the street, sidewalks and public places outside of the designated closed Event Area(s) shall remain open to the public.
3. Roles and Responsibilities.
 - a. City's Responsibilities. City shall provide the services in support of the Event which are contained in **Exhibit C**.
 - b. Organizer's Responsibilities. Organizer shall be responsible for complying with the terms of this Agreement, the Exhibits, and any and all approved Plans and Technical Map. Organizer shall be responsible for compliance

with the Operations Agreement regardless of the failure of any third party, contractor, subcontractor, agent, employee, or volunteer to fulfill its obligations or promises to the Organizer. Organizer shall pay the fees set forth in the City of Columbia Code of Ordinances for the Event.

4. Special Event Permit. Upon the payment of the Event deposit specified in ***Exhibit D and contingent upon the Columbia/Boone County Public Health and Human Services Department Director's approval of the COVID-19 Event Plans ("PHHS approved COVID-19 Event plans")***, City shall issue a special event permit to Organizer for the Event in the designated Event map contained in ***Exhibit B***, subject to the restrictions and conditions set forth in this Agreement and in the Exhibits, approved Technical Map, PHHS approved COVID-19 Event plans, other approved plans and local laws, rules, regulations, and health orders. The special event permit is contingent upon Organizer complying with this Agreement, maintaining specified insurance, and operating the Event in accordance to the terms set forth herein, in the attached Exhibits and all approved Technical Maps and plans, and in accordance with all laws, rules, regulations, and orders including any COVID-19 related orders.
5. Insurance. Organizer shall take out and maintain for the Event(s) such Comprehensive General Liability insurance as shall protect it from claims for damages for personal injury including accidental death as well as from claims for property damage which may arise from Event operations, whether such operations be by itself or by anyone directly or indirectly employed or otherwise working for it for the duration of set-up, execution and breakdown of Event(s). The minimum amount and types of insurance required are outlined in ***Exhibit E***. At least thirty (30) days prior to the Event, Organizer shall furnish City with a certificate of insurance that names the City of Columbia, its elected officials and employees as additional insureds in the amounts required in this Agreement and that requires a thirty (30) day mandatory cancellation notice. Failure to maintain the required insurance in force may be cause for termination of this Agreement and revocation of the permit. In the event that Organizer fails to maintain and keep in force the required insurance, City shall have the right to cancel and terminate this Agreement without notice.
6. **HOLD HARMLESS. To the fullest extent not prohibited by law, Organizer shall indemnify and hold harmless the City of Columbia, its officers, agents and employees from and against all claims, damages, losses and expenses (including but not limited to attorneys' fees) arising by reason of any act or failure to act, negligent or otherwise, of Organizer, of anyone directly or indirectly employed by or otherwise**

working for Organizer, or of anyone for whose acts Organizer may be liable, in connection with the Event(s). This provision does not, however, require Organizer to indemnify, hold harmless, or defend the City of Columbia from City's own negligence. The indemnification set forth herein is a continuing obligation and survives the expiration or termination of this Agreement or the event permit.

7. Restrictions and Conditions, Plans and Technical Map.
 - a. Hours of Operation. Organizer is allowed to operate the Event on the date(s) and time(s) specified in **Exhibits A** and **D**.
 - b. Public Safety Plan. No later than two (2) weeks prior to the Event, Organizers shall provide a Public Safety Plan acceptable to the City. Organizer shall comply with Organizer's Public Safety Plan which has been approved by the City. Organizer shall be responsible for implementing the Public Safety Plan in the event of an emergency situation. Organizer shall provide trained crowd managers in the amount of one (1) per every five hundred (500) attendees.
 - c. Organizer shall provide security, identification checking, first aid , fencing, and signage for the Event(s).
 - d. Organizer shall comply with the additional provisions set forth in **Exhibit D**. Organizers shall also comply with the PHHS approved COVID-19 Event plans and all local, state, and federal health orders related to COVID-19.
 - e. Required Technical Map. Organizer will submit for City review and approval an Event Technical Map. The Event Technical Map shall be dated as of the date of the last change. The Technical Map that shall include, but is not limited to, details on the placement of vendor and /or concession booths, porta-johns, art installations, alcohol service locations, trash/recycling locations, and any other temporary tents and structures placed inside the Event location outlined on the Event Map. Organizer shall finalize its Event Technical Map and submit it for City approval. The special Events permit is contingent upon the City's written approval of the final Technical Map for the Event.
8. No Waiver of Immunities. In no event shall the language of this Agreement constitute or be construed as a waiver or limitation for either party's rights or

defenses with regard to each party's applicable sovereign, governmental, or official immunities and protections as provided by federal and state constitutions or laws.

9. Compliance with Laws. Organizer shall comply with all federal, state, and local laws, codes, rules, regulations and orders, including but not limited to any COVID-19 orders.
10. The term of this Agreement shall commence on the Effective Date and shall terminate six (6) months following the Effective Date. Section 6 of this Agreement shall survive termination of this Agreement.
11. Termination for Public Safety. City may terminate this Agreement and/or any permit issued pursuant to this agreement when the City Manager, in the City Manager's sole discretion, determines that such action is necessary when there is a credible threat to public health, safety and welfare. City may also terminate this Agreement and /or any permit issued pursuant to this agreement when the City Manager, in the City Manager's sole discretion, determines that such action is necessary due to Organizer's failure to comply with a health order or the PHHS approved COVID-19 Event plans.
12. Termination by Default. Should Organizer be in default of any provision of this Agreement or any requirements contained herein or in an attached exhibit or approved plan, City may immediately terminate this Agreement and may revoke any permit issued for the Event.
13. No Third-Party Beneficiary. No provision of this Agreement is intended to nor shall it in any way inure to the benefit of any customer, property owner or any other third party, so as to constitute any such person a third-party beneficiary under the Agreement.
14. Amendment. No amendment, addition to, or modification of any provision hereof shall be binding upon the Parties, and neither Party shall be deemed to have waived any provision or any remedy available to it unless such amendment, addition, modification or waiver is in writing and signed by a duly authorized officer or representative of the applicable Party or Parties.
15. Governing Law and Venue. This Agreement shall be governed, interpreted, and enforced in accordance with the laws of the State of Missouri and/or the laws of the United States, as applicable. The venue for all litigation arising out of, or relating to this contract document, shall be in Boone County, Missouri, or the United States Western District of Missouri. The Parties hereto irrevocably agree

to submit to the exclusive jurisdiction of such courts in the state of Missouri. The Parties agree to waive any defense of forum non conveniens.

16. Compliance with ADA and Nondiscrimination Laws. Organizer shall comply with federal, state and local laws related to Equal Opportunity and Nondiscrimination. Organizer shall not discriminate on the basis of race, color, religion, sex, national origin, ancestry, marital status, disability, sexual orientation, gender identity or expression, or any other protected category. In addition, Organizer shall comply with all applicable provisions of the Americans with Disabilities Act and the regulations implementing the Act, including those regulations governing employment practices and public accommodations. Organizer shall make the Event accessible to persons with disabilities as required by the Americans with Disabilities Act and its implementing regulations.
17. This Agreement may be signed in one or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same document. Faxed signatures, or scanned and electronically transmitted signatures, on this Agreement or any notice delivered pursuant to this Agreement, shall be deemed to have the same legal effect as original signatures on this Agreement.
18. Contract Documents. This Agreement includes the following exhibits, which are incorporated herein by reference:

<u>Exhibit</u>	<u>Description</u>
A	Organizer's Event Information
B	Event Maps
C	City's Responsibilities
D	Special Event Restrictions and Conditions
E	Minimum Insurance Requirements
F	Solid Waste Plan
G	Application & Supplemental Materials

In the event of a conflict between the terms of an exhibit and the terms of this Agreement, the terms of this Agreement controls. In the event of a conflict between the terms of the exhibits, the exhibits control in the order listed above.

19. Entire Agreement. This Agreement represents the entire and integrated Agreement between Organizer and City relative to the Event(s). All previous or contemporaneous agreements, representations, promises and conditions relating to the Event(s) described herein are superseded.

[SIGNATURE PAGE FOLLOWS]

IN WITNESS WHEREOF, the Parties have executed this agreement on the day and year of the last signatory noted below.

CITY OF COLUMBIA, MISSOURI

By: _____
John Glascock, City Manager



Date: _____

ATTEST:

Sheela Amin, City Clerk

APPROVED AS TO FORM:

Nancy Thompson, City Counselor/rw

ORGANIZER

By: _____



Name and Title: CAMELLIA COSGRAY, CO-EXECUTIVE DIRECTOR

Date: 17 MARCH 2021

ATTEST:

Name and Title: _____

Exhibit A

Organizer's Event Information

1) Organizer desires to utilize various locations, including Stephens Lake Park for the 2021 True/False Film Fest to be held on May 5 through May 9, 2021, subject to the restrictions and conditions set forth in this agreement and in the Exhibits.

2) Hours of Operation – Organizer is allowed to operate the Event during the following hours:

Stephens Lake Park

- Monday, May 3 5:00 p.m. to 8:00 p.m. (Reichmann Pavilion)
- Tuesday, May 4 5:00 p.m. to 8:00 p.m. (Reichmann Pavilion)
- Wednesday, May 5 4:00 p.m. to 11:30 p.m.
- Thursday, May 6 4:00 p.m. to 11:30 p.m.
- Friday, May 7 4:00 p.m. to Saturday, May 8 at 12:00 a.m.
- Saturday, May 8 10:00 a.m. to Sunday, May 9 at 12:00 a.m.
- Sunday, May 9 10:00 a.m. to 11:30 p.m.

Ragtag Cinema

- Wednesday, May 5 4:00 p.m. to Thursday, May 6 at 12:00 a.m.
- Thursday, May 6 10:00 a.m. to Friday, May 7 at 12:00 a.m.
- Friday, May 7 10:00 a.m. to Saturday, May 8 at 12:00 a.m.
- Saturday, May 8 10:00 a.m. to Sunday, May 9 at 12:00 a.m.
- Sunday May 9 10:00 a.m. to Monday, May 10 at 12:00 a.m.

Drive- In Location (Columbia Expo Center)

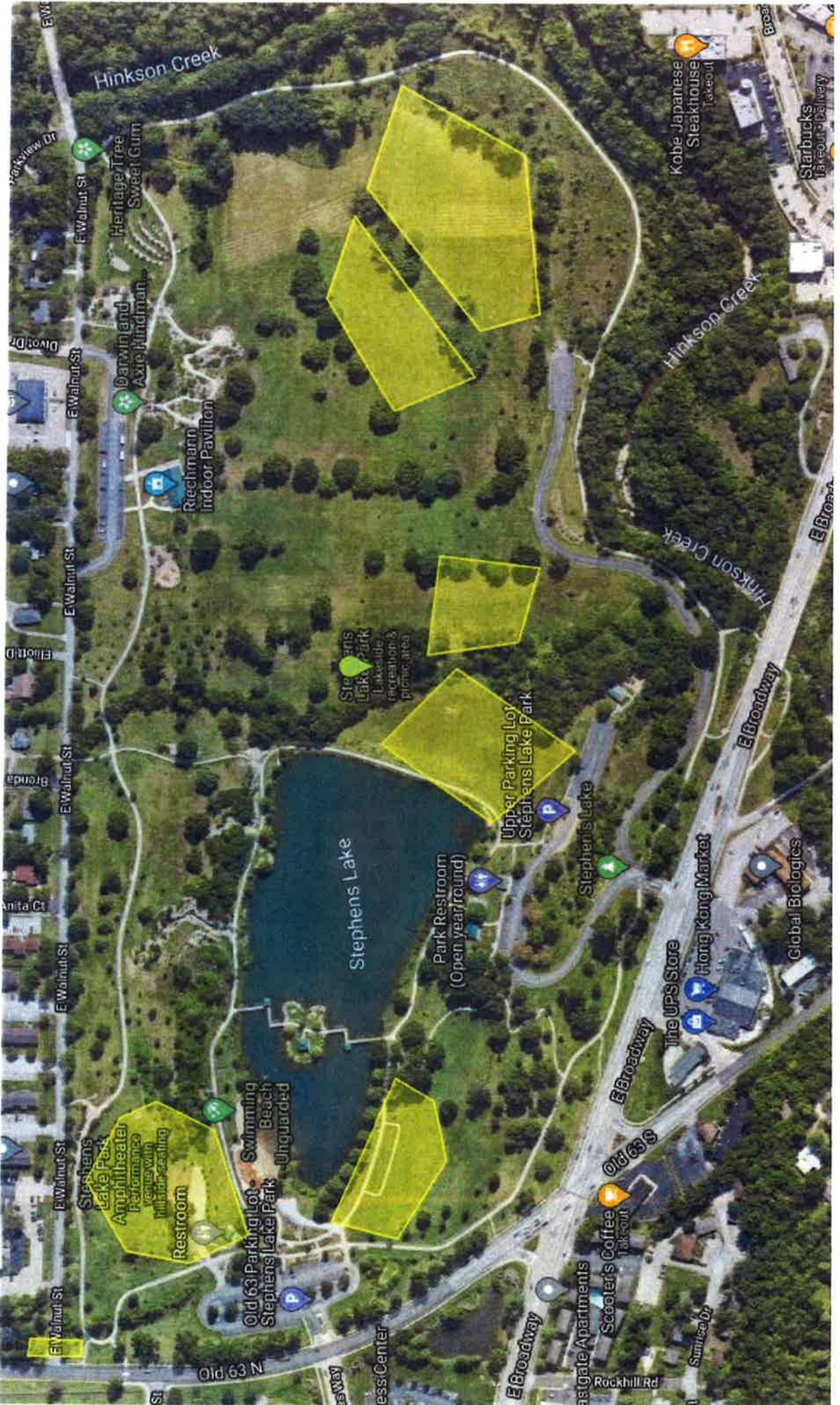
- Wednesday, May 5 7:00 p.m. to 11:30 p.m.
- Thursday, May 6 7:00 p.m. to 11:30 p.m.
- Friday, May 7 7:00 p.m. to 11:30 p.m.
- Saturday, May 8 7:00 p.m. to 11:30 p.m.
- Sunday, May 9 7:00 p.m. to 11:30 p.m.

3) Set-Up Activities for the Event may occur daily from Friday, April 30, 2021 from 8:00 a.m. to 10:00 p.m. through Tuesday, May 4, 2021.

4) Clean-Up Activities – All tents, port-a-johns, and other temporary structures used for the Event shall be removed and other clean-up completed by 8:00 p.m. on Monday, May 10, 2021. All fencing shall be removed by 12:00 p.m. (noon) on Monday, May, 10, 2021. In the case of inclement weather and with approval in writing by the Parks and Recreation Department Director, these deadlines may be extended to 12:00 p.m. (noon) on Tuesday, May, 11, 2021.

Exhibit B

Event Maps



Hinkson Creek

Parkview Dr

E Walnut St

Divot Dr

E Walnut St

Florida

E Walnut St

Brenda

E Walnut St

Anita Ct

E Walnut St

E Walnut St

E Walnut St

E Walnut St

E Walnut St

Heritage Tree-Sweet Gum

Darwin and Axie Hindman

Riechmann Indoor Pavilion

[Yellow highlighted area]

Stephens Lake Park
Lakeside recreation & picnic area

Upper Parking Lot
Stephens Lake Park

Stephens Lake

Park Restroom
(Open year-round)

Stephens Lake

Stephens Lake Park Amphitheater
Performance venue with hillside seating

Restroom

Swimming Beach
Unguarded

Old 63 Parking Lot
Stephens Lake Park

[Yellow highlighted area]

Old 63 N

Business Center

Eastway

E Broadway

Asgate Apartments

Rockhill Rd

Old 63 S

E Broadway

E Broadway

The UPS Store

Hong Kong Market

Global Biologics

Hinkson Creek

Hinkson Creek

Kobe Japanese Steakhouse
Takeout

Starbucks
Takeout Delivery

Exhibit C
City's Responsibilities

The City shall provide:

- 1) Street Closures, Traffic and Parking Restrictions:
 - a. Beginning at 3:00 p.m., May 5 through Monday, May 10, 2021 at 12:00 a.m., the following traffic restrictions will be put in place by the City:
 - i. Old Highway 63 will be northbound only from Jack Estes Way to Hinkson Ave.
 - ii. Walnut Street west of Old Highway 63 to William Street will be westbound only.
 - iii. Southbound traffic on Old Highway 63 will be detoured westbound on Hinkson.
 - iv. East Walnut Street from Old 63 to the cul-de-sac will be closed to through traffic, except as otherwise necessary for access to ADA parking and staff servicing of the Event.
 - v. These traffic restrictions will be in place until after the Event ends each night and the Columbia Police Department deems the roadway clear and safe to reopen.
 - b. City shall restrict parking in the East Walnut neighborhood to resident parking only. City Street Division will set up temporary signage at the end of East Walnut at Old 63, Anita Court, Brenda Lane, Elliott Drive, Calvin Drive, Divot Drive, Parkview Drive, Petite Court, and Willow Way. Signage will be installed at least 24 hours in advance of parking restrictions.
 - c. City shall restrict parking in Reichmann Pavilion parking lot for ADA parking and staff parking only for the weekend of the Event. Signage will be printed and installed by Street Division.
 - d. Solid Waste - City shall provide dumpsters, trash barrels and recycling containers as outlined in the approved Solid Waste Plan. City shall be responsible for placement, emptying and removal of dumpsters.
 - e. Public Safety- City shall provide a cost recovery plan for emergency services and present to the Organizer no later than 30 days prior to the event. Organizer shall pay for the emergency/public safety services as outlined in the City approved cost recovery plan.
 - f. City of Columbia Parks and Recreation will allow True/False to borrow eight picnic tables to be placed within the park. Parks and Recreation will deliver and pick up picnic tables.

Exhibit D

Special Event Restrictions and Conditions

- 1) Hours of Operation. Organizer shall operate the Event during the following hours. Event opens at 4:00 p.m. on Wednesday, May 5, 2021, with the screens and stages concluding at 11:30 p.m. Event opens at 4:00 p.m. on Thursday, May 6, 2021 with the screens and stages concluding at 11:30 p.m. Event opens at 4:00 p.m. on Friday, May 7, 2021 with the screens and stages concluding at 12:00 a.m. on Saturday, May 8, 2021. Event opens at 10:00 a.m. on Saturday, May 8, 2021 with the screens and stages concluding at 12:00 a.m. on Sunday, May 9, 2021. Event opens at 10:00 a.m. on Sunday, May 9, 2021 with the screens and stages concluding at 11:30 p.m.
- 2) Set-Up and Clean-Up Activities. Set-Up Activities for the Event may occur beginning at 8:00 a.m. on Friday, April 30, 2021. Clean-Up Activities – All tents, port-a-johns, and other temporary structures used for the Event shall be remove and other clean-up completed by 8:00 p.m. on Monday, May 10, 2021. In the case of inclement weather and with approval in writing by the Parks and Recreation Department Director, this deadline may be extended to 12:00 p.m. (noon) on Tuesday, May, 11, 2021. All fencing shall be removed by 12:00 p.m. (noon) on Monday, May, 10, 2021.
- 3) Admission Fees- Organizer is authorized, but not required, to charge admission to the fenced Event area. The ticketed area will be distinguished from the remainder of the park by fencing around its perimeter. Perimeter of fenced Event area shall be secured with a combination of fencing types including bike racks and snow fencing as outlined in Exhibit B.
- 4) Special Event, Rental, and Concession Fees- Per Section 17-161 of the City's Code, the City's ticketed special Event fee is applicable to this Event. In addition, Organizer shall pay rental fees applicable to their use of City Parks Pavilions, Shelters, and acreage based upon the final approved plans. Organizer shall also pay all concessions fees set forth in Chapter 17. The Parties agree for purpose of the fee calculation that fees in the below table are due at the time of the reservation. In addition, per ticket revenue, based on actual sales, shall be due no more than thirty (30) calendar days after the Event and shall be calculated as set forth in Section 17-161 of the City's Code of Ordinance.

Facility	Begin Date	End Date	Number of Days/Acres/Vendors	Cost Per Day	Total Rental Fees
Riechmann Pavilion	5/2/2021	5/10/2021	9	\$400.00	\$3,600.00
SLP Amphitheater	5/2/2021	5/10/2021	9	\$200.00	\$1,800.00
Collins Shelter	5/2/2021	5/10/2021	9	\$60.00	\$540.00
Gordon Shelter	5/3/2021	5/10/2021	8	\$60.00	\$480.00
Gordon Shelter (Half Day 5/2/21)	5/1/2021	5/2/2021	1	\$45.00	\$45.00
Happy Hollow	5/1/2021	5/10/2021	10	\$60.00	\$600.00
Island Shelter	5/3/2021	5/10/2021	8	\$45.00	\$360.00
Film Venue Acreage (No Amphitheater)	\$100 per acre		3.03	\$100.00	\$303.00
SE Practice Field Acreage	\$100 per acre		2.85	\$100.00	\$285.00
Hindman Garden and Surrounding Acreage	\$100 per acre		2.5	\$100.00	\$250.00
Amphitheater Refundable Deposit	5/3/2021	5/3/2021	1	\$200.00	\$200.00
Island Shelter Refundable Deposit	5/3/2021	5/5/2021	1	\$100.00	\$100.00
Total Due					\$8,563.00

- 5) Portable Generators- Organizer shall provide City with information as to the number, size, and location of portable generators to be use at the Event. Location of generators shall be shown on the approved Technical Map.
- 6) Parking- Organizer shall ensure that all motorized vehicles, including those of Event staff and volunteers, shall remain on paved roads and/or in designated parking areas. Rented parking areas include the south upper lot and the Reichmann Pavilion lot as identified on Exhibit D. City staff may approve in writing the use of golf carts, small utility vehicles (such as a gator), and other types of vehicles as part of the approved plans adopted according to this Agreement. Notwithstanding the foregoing, the Parties agree that vehicles utilized during Event set-up shall be allowed on the grass outside of any designated parking area during set-up and clean-up.
- 7) Portable Toilets- Organizer shall provide sufficient portable toilets and washing stations/hand sanitizing stations for the Event as noted in the City's special event application and approved Technical Map. Portable toilets and washing/sanitizing stations shall be removed from park no later than 8:00 p.m. Monday, May 10, 2021. Organizer shall be solely responsible for installing and maintaining the toilets and washing/sanitizing stations in a safe and sanitary

condition. Organizer shall provide portable restrooms meeting ADA accessibility guidelines and to locate such toilets so as they can be accessed via an accessible route in accordance with ADA regulations.

- 8) Alcohol Sales- Organizer has requested permission to serve alcoholic beverages as part of the Event operations. All service of alcohol at the Event shall comply with the following provisions. The alcoholic beverage service may immediately be halted for noncompliance with any of the below-listed conditions. The City of Columbia shall enforce these conditions and may require closure of all bar stations upon determining that any condition has been violated.
- a. Alcoholic beverages shall only be served at the soda & bar stations shown on the Event Technical Map.
 - b. Organizers are responsible for ensuring there is no unregulated alcohol within the fenced Event area.
 - c. Alcohol service is limited to two (2) alcoholic beverages per person per service. All alcoholic beverages must be pre-approved by the City. Alcoholic beverages pre-approved by the City are listed in the menu submitted by Organizer in **Exhibit G**.
 - d. Beverages, both alcoholic and non-alcoholic, shall not be served in glass bottles or glass containers. Alcoholic beverages shall be served only in clear, plastic and commemorative cups, plastic bottles, or cans. Alcoholic and no-alcoholic beverages shall be served in containers that are distinctively different from each other.
 - e. Pouring of alcoholic beverages into anything other than the container intended for the beverage is prohibited.
 - f. All pre-packaged beverages shall be opened by servers before being served.
 - g. Event staff is responsible for ensuring ID's are checked before the issuance of wristbands. Bartenders/servers are responsible for ensuring anyone they serve an alcoholic beverage is wearing a wristband indicating they are 21 years of age or older. The bartenders/servers are responsible for ensuring no one under 21 years of age is served alcohol.
 - h. Intoxicated individuals shall not be served.

- i. Alcoholic beverages shall be served only at the following times: Wednesday, May 5, 2021 from 5:30 p.m. until 11:30 p.m.; Thursday, May 6, 2021 from 5:30 p.m. until 11:30 p.m.; Friday, May 7, 2021 from 5:30 p.m. until 11:30 p.m., Saturday, May 8, 2021 from 1:00 p.m. until 11:30 p.m., and Sunday, May 9, 2021 from 11:00 a.m. until 11:30 p.m.
 - j. All servers and Event staff in the alcohol sales area are required to complete SMART training offered online by the University of Missouri on alcohol awareness or to have an Alcohol Server Certificate card issued by the Columbia/Boone County Department of Public Health and Human Services.
 - k. Stations serving or distributing alcohol shall be monitored and randomly checked for compliance with alcohol regulations by the City of Columbia and/or the State of Missouri.
 - l. Organizer will provide a list of all those person that will be used as designated servers/bartenders for the Event to the City seven (7) business days before the Event, along with a copy of a SMART training certificate or Alcohol Server Certificate care for each person on the list. Only designated servers/bartenders are allowed to pour or serve alcohol during the Event.
 - m. Organizer shall provide and keep in place signs at all bar stations stating, "ID Required- No More than 2 Drinks per Person- Alcohol Service Ends at --- [designated end time of event or 30 minutes prior to end of screening, whichever comes first]" within the Event location.
 - n. Organizer shall provide training to all servers and Event staff in the alcohol service area on the alcohol rules and restrictions listed above.
- 9) Alcohol. Organizer has requested permission to serve alcoholic beverages as part of the Event operations. All service of alcohol at the Event shall comply with all local, State and Federal rules, regulations and laws.
- 10) Noise. In the event of a stage or movie delay, Organizer shall notify City's designated Event coordinator. The City's designated Event coordinator may allow a noise waiver until 11:30 p.m. on Sunday, May 9, 2021.
- 11) Traffic Plan and East Walnut:

- a. Organizer shall work with the East Walnut Neighborhood Association for the distribution of hangtags to residents to gain entry to the East Walnut closure area.
 - b. Organizer shall install twenty (20) feet of four-foot tall orange fencing at each entry/exit point along East Walnut and Stephens Lake Park walking trail per the City approved traffic plan. The fence is allowed to have three (3) access points as indicated in the Technical Map; these points are only to be open until dusk.
 - c. Signage will be posted at each open fence point indicating non-exit points.
- 12) Organizer shall provide security, identification checking, first aid, fencing, and signage for the Event.
- 13) Organizer shall be responsible for compliance with the Operations Agreement regardless of the failure of any third party to fulfill its obligations or promises to Organizer.
- 14) Organizer shall secure all necessary City permits required in connection with the Event.
- 15) Organizer shall comply with the City approved Event plans.
- 16) Management of Trash, Recycling, and Clean-up. City and Organizer shall negotiate a plan for the management of trash, recycling and clean-up of Event. Organizer shall comply with the City approved plan for the management of trash, recycling and clean-up of the Event as described in **Exhibit F**. Organizer shall work with the City of Columbia Parks and Recreation and Utilities Departments to determine appropriate locations for the recycling and trash receptacles. Organizer is responsible for picking up and returning the 55 gallon trash barrels and recycling bins from the City's Landfill and for the distribution of the trash and recycling receptacles throughout the Event space per the approved plan. Organizer shall be responsible for supplying trash and recycling bags for receptacles. Organizer shall ensure that staff and/or vendors do not move or relocate receptacles. Organizer shall be responsible for coordination of event staff, volunteers, or a contract agency to monitor and empty all trash and recycling receptacles during the event into the roll-off containers. City shall be responsible for delivering, emptying and picking up roll-off containers on a schedule outlined in the Solid Waste Plan. Event Organizer shall be responsible for paying all fees set forth in Chapter 22 of the City's Code of Ordinances. Organizer shall separate cardboard recycling from recycling consisting of glass, plastic, and aluminum. If Organizer deposits or allows its recycling to be contaminated with trash, garbage, or other types of materials, the material shall not be recycled and Organizer shall pay for the disposal of the material at the trash rate.

- 17) Signage. Signs, art and banners promoting the Event may only be displayed in the park on the days of the Park rental agreement. All such signs, art and banners shall be temporary and shall be removed from the park upon completion of the Event. Signage to be placed outside of park area shall be outlined in a signage plan to be submitted by the Organizer to City. Signage outside of park area shall comply with the City of Columbia's Code of Ordinances.
- 18) Required Plans. Organizer shall provide to City the following plans for the City's review prior to the Event. City shall review the plans and approve the plans in the City's sole discretion. Failure to obtain City's approval of the required plans shall result in the cancellation of the Event permit.
- a. Public Safety Plan. Organizer shall provide a Public Safety Plan to outline procedures to be implemented in the event of an emergency situation during the Event.
 - b. Severe Weather/Emergency Shelter Plan. Organizer shall provide a Severe Weather / Emergency Shelter Plan to outline procedures to be implemented in the event of severe weather occurring during the Event.
 - c. Accessibility Plan. Organizer shall provide City with a plan to ensure Event is accessible in accordance with the requirements of the Americans with Disabilities Act and related regulations.
 - d. Signage Plan: Organizer shall provide City with a plan outlining all signage used for the event, to include sign wording, location and size.
 - e. Concessions/Vendor Plan: Organizer shall submit a Concessions and Vendor Plan. The plan shall identify the type of concession equipment to be used including portable concession trailers, tents, generators, grills, fryers, etc. The approved Technical Map shall indicate the location of concession facilities, identification of vendors, and shall outline plans for disposal of any waste generated by vendor operations. Any ashes resulting from the use of portable charcoal grills are to be removed from the park. There is absolutely no dumping of the ashes on the grass or grounds of the park. All grease, frying oil, and other waste products resulting from vendor operations must be removed from the park. Organizer is responsible for addressing these issues as part of the overall trash/recycling plan.
 - f. Trash, Recycling, and Clean-up Plan. Organizer shall provide City with a plan to ensure proper collection and removal of trash, recycling, and compost (if applicable).

- g. Shuttle Service Plan: Organizer shall submit a Shuttle Service Plan which shall identify the hours of service and routes for shuttles provided by the Organizer.
- h. COVID-19 Health Plans. Organizer shall provide COVID-19 Health Plans to outline the procedures to be implemented to reduce the spread of COVID-19 and Organizer's approach to comply with all public health orders related to COVID-19.

Exhibit E

Minimum Insurance Requirements

- 1) Organizer's Insurance. Organizer shall obtain and maintain the following insurance in connection with the Event.
 - a. Organizer shall take out and maintain for the Event Employers' Liability and Workers' Compensation insurance for all of its employees and volunteers working in connection with the Event for the duration of set-up, execution and breakdown of the Event (April 30, 2021 thru May 11, 2021). Workers' Compensation coverage shall meet Missouri statutory limits. Employers' Liability limit shall be \$500,000.00 each employee or volunteer, \$500,000.00 each accident, and \$500,000.00 policy limit.
 - b. Organizer shall take out and maintain for the Event such Comprehensive General Liability insurance as shall protect it from claims for damages for personal injury including accidental death as well as from claims for property damage which may arise from Event operations, whether such operations be by itself or by any one directly or indirectly employed or otherwise working for it for the duration of set-up, execution and breakdown of the Event (April 30, 2021 thru May 11, 2021). The amount of insurance shall be not less than \$3,000,000.00 combined single limit for any one occurrence covering both bodily injury and property damage, including accidental death.
 - c. Organizer shall take out and maintain for the Event Automobile Liability insurance in an amount not less than \$2,000,000.00 combined single limit for any one occurrence covering bodily injury, including accidental death and property damage, to protect itself from any and all claims arising from the use of motor vehicles operated by it in connection with the Event for the duration of set-up, execution and breakdown of the Event (April 30, 2021 thru May 11, 2021).
 - d. Liquor Liability. Organizer shall take out and maintain liquor liability coverage for the Event. Liquor Liability coverage shall be no less than \$1,000,000.00.
 - e. Organizer shall furnish City with a certificate of insurance that names the City of Columbia, its elected officials and employees as additional insureds in the amounts required in this Agreement and that requires a thirty (30) day mandatory cancellation notice.

Exhibit F

Solid Waste Plan

City shall provide for the Event:

- 40 Trash barrels (Organizer must pick up and return to landfill)
- 40 Recycling containers (Organizer must pick up and return to landfill)
- 3 30-cubic yard roll-off containers (recycling)
- 4 30-cubic yard roll-off containers (trash) with estimated 3 pulls for each container

Estimated Schedule

this schedule and number of pulls is subject to change

5/1/2021: Delivery of 1 roll-off container for trash and 1 roll-off container for recycling

5/5/2021: Delivery of 2 roll-off containers for trash, 2 roll-off containers for recycling

5/7/2021: Emptying of all trash and recycling roll-off containers

5/8/2021: Emptying of all trash and recycling roll-off containers

5/10/2021: Emptying of all trash and recycling roll-off containers

5/11/2021: Pick up of all trash and recycling roll-off containers

City shall also provide a dumpster, to be placed at the TF Lab (Organizer's workspace, located at 1600B Business Loop 70 East) for approximately two total months (April 6th through June 1st). Should Organizer desire to compost food waste from the Event, Organizer shall use a properly licensed waste hauler to transport the food waste for composting in a properly licensed compost facility approved by the Missouri Department of Natural Resources.

Exhibit G

Applications & Supplemental Materials

- 1) City of Columbia Special Events Application
- 2) Parks Special Use Permit Application
- 3) Proposed Art Installations
- 4) Supplemental Information for Art Installation Safety
- 5) State of Missouri Tax Exemption Verification
- 6) City of Columbia Tent Permit(s)
- 7) 2021 Picnic License Waiver- PENDING
- 8) Certificate of Insurance
- 9) 2021 Safety Plan
- 10) 2021 Alcohol Management Plan
- 11) Pre-Approved Alcoholic Drink Menu-PENDING
- 12) 2021 ADA Plan
- 13) Public Safety Cost Recovery Plan-PENDING
- 14) Shuttle Plan
- 15) Traffic Plan
- 16) 2021 Signage Plan-PENDING
- 17) COVID-19 Event Plans
 - a. Approved- Film Fest and Concert Venues Operational Plan
 - b. Approved- Waffles with Wilson Operational Plan
 - c. PENDING- @ction Operational Plan
 - d. PENDING- Audio Storytelling Booth Operational Plan
 - e. PENDING- Buskers Last Stand Operational Plan
 - f. PENDING- COMO Square Operational Plan
 - g. PENDING- Disco Garden Operational Plan
 - h. PENDING- Fest Drive In Operational Plan
 - i. PENDING- Fest Ragtag Cinema Operational Plan
 - j. PENDING- Fete Operational Plan
 - k. PENDING- Flick-nic Operational Plan
 - l. PENDING- Kickball Operational Plan

City of Columbia Special Use Permit and Application

Completing a Special Use Permit Application is a 5 step process and can be completed in multiple sessions. Complete and submit the form and application fee to the City Manager's office ninety (90) days prior to the first day of the event with the exception of parades and block parties (10 days). Incomplete or illegible applications will not be accepted.

*** Indicates a required field.**

True/False Film Fest 2021 - 05/05/2021 - Permit No: 2230

Application Status:

Date/Time Received: 3-9-2021 9:28 am

In Review

Payment Received

Details:

Date: 03/09/2021 09:29:25 AM

Payment Type: CC

Invoice No: 4727

Permit No: 2230

Approval Code: 04217G

Payment Status: APPROVAL

Log on to Virtual Merchant

ATTACHMENTS

Attachments:

Alcohol Plan

Google Map

Insurance Certificate

Additional Information

Parks Special Use Permit - **In Review**

APPLICANT INFORMATION

Are you the applicant organizing this event on behalf of another organization?

Yes No

APPLICANT CONTACT:	Name: Carly Love	Phone: 573-442-8783	Cell: 817-225-5071
	E-mail Address: carly@truefalse.org		
MAILING ADDRESS:	Street Address: 5 S Ninth St		
	City: Columbia	State: MO	Zip: 65203
SECONDARY CONTACT:	Name: Camellia Cosgray	Phone:	Cell:
	E-mail Address: camellia@truefalse.org		
ON SITE CONTACT (if different than applicant):	Name: Carly Love	Phone: 8172255071	

EVENT INFORMATION

EVENT NAME: True/False Film Fest 2021

EVENT CATEGORY:	Procession/March Concert/Performance Farmers/Outdoor Market Festival/Fair/Carnival Competitive Athletic Event	Non-Competitive Athletic Event Neighborhood Block Party Parade Other
-----------------	---	---

Public or Residential Streets & Sidewalks:
 Will your event be utilizing and requesting the closure of any streets?
Note: Choose "No" for rolling closures such as parades.
 Yes No

Downtown Event:
 Will this event be held "downtown"?
 Yes No

Admission/Entry Procedure:
 How will your event be attended?
 Registration Fee
 Entry Fee
 Tickets for Purchase \$ 75-485
 By Invitation Only
 Open to Public
 Other

****Note:** A permittee shall post a sign at each entrance and exit to the closure area visible to all patrons entering the area that includes the amount of the entry fee, if any, and the rules of access to the closure area. A permittee must post the sign required under this section during the time the entry fee is in effect**

Columbia Parks and Trails:

Does your event include the use of Columbia Parks or Trails?

- Yes No

A Parks Special Use Permit will need to be completed. You will be prompted to complete the Parks Special Use Permit at a later time.

Note: If your event is held solely in a park, fill out only the park permit. Events will be forwarded to the Columbia Events Committee at the Park director's discretion. If event is held both in a park and on city property (i.e street/sidewalks) both permits are required.

Alcohol:

Does your event include the sale of alcohol? *

Yes No An application for Caterer's permit can be found **here**. Please submit the completed application to the Business License Office at 701 East Broadway.

Does your event include the distribution of alcohol? *

- Yes No

Because alcohol is being served at the event, an Alcohol Management Plan will be required in step 3.

Are you requesting a waiver of the open container ordinance? *

- Yes No

EVENT DETAILS

EVENT DATES: (Indicate dates OPEN to attendees)		HOURS: (Indicate hours OPEN to attendees)		EXPECTED ATTENDANCE:	
				Peak Attendance: 2200	Overall Attendance Throughout Event 2200
Day 1	Date: 05/05/2021	Start Time: 4:00pm	End Time: 11:30pm	Attendees: 2200	Staff/Volunteers: 300
Day 2	Date: 05/06/2021	Start Time: 4:00pm	End Time: 11:30pm	Attendees: 2200	Staff/Volunteers: 300
Day 3	Date: 05/07/2021	Start Time: 4:00pm	End Time: 1:00am	Attendees: 2200	Staff/Volunteers: 300
ALTERNATIVE (Date and Time):		Date:		Times:	
EVENT SETUP BEGINS (Date and Time):		Date: 05/01/2021		Times: 9:00am-9:00pm	
EVENT DISMANTLE (Date and Time):		Date: 05/10/2021		Times: 08:00am-10:00pm	
EVENT					

DESCRIPTION:	The True/False Film Fest will run May 5-9, for its eighteenth edition. The festival will conduct approximately 25 film screenings and 8 musical showcases at 3 Columbia locations; those locations are: Stephens Lake Park, Ragtag Cinema, and a Drive-In Location at Columbia Expo Center. Each screening is preceded by a short musical performance. In addition, the festival currently plans to put on 5 special events and approximately 5 public art installations.
--------------	---

EVENT LOCATION: Describe in detail, include addresses and ATTACH REQUIRED MAP	Stephens Lake Park 2001 E Broadway Ragtag Cinema 10 Hitt St Drive-In Location 2200 Interstate 70 Dr SW (Expo Center)
--	--

Has this event been produced before?
 Yes No When? March 5-8, 2020

Is this an annual event?
 Yes No

Are there any other name/s by which this event is known?
 Yes No

Barricades:
Describe any temporary barricades and/or fencing that will be utilized for this event:
Fencing will be placed around all film/concert venues and concession areas that have alcohol. Snow fencing will be used.

****Note: In accordance with MUTCD standards, barricades for street closures must be obtained from the City of Columbia Street Department (573-874-6289)****

VENDORS

Food Service: *
Will food be served at this event?
 Food will be served by event organizers
 Food will be served by a vendor licensed by the City of Columbia
 No, food will not be served.

List Vendor(s):

To be determined. Food will be sold and distributed by licensed food vendors.

Does your Event include the sale of food?

- Yes No

A Temporary Food Permit AND a Temporary Business License will need to be completed. Please include completed application in step 3.

SOLID WASTE

In your event's plan for trash removal/recycling (i.e. dumpsters/trash bins);

Are you requesting the use of City services (i.e. Trash/recycling receptacles; removal)?

- Yes For questions regarding the size of event and solid waste services required, call (573) 874-6291.
 No

Will your event use portable toilets? (Refer to ADA guidelines on the City of Columbia's special events website.)

- Yes No

Describe:

We will utilize 28 regular units, 7 handicap units, 3 portable sinks.

****Note:** A permittee may not place a portable toilet within 25 feet of an entryway to an adjacent business or residence, unless the adjacent property owner or tenant approves a distance less than 25 feet**

TRANSPORTATION/TRAFFIC PLAN

Parking:

Describe the plan for parking:

Patrons are encouraged to walk/bike to the park. Patrons may park downtown and we will be providing school bus shuttles from Downtown to the Park over the course of the weekend. Each parking lot at the park will be designated for different purposes.

Will the use of any metered parking spaces be restricted by your event or will you need to reserve any metered spaces for your event?

- Yes No

Transportation:

Does your event plan to utilize shuttles or transportation services?

- Yes No

Describe:

Shuttle & Ride Share Plan

We'll use school busses to shuttle the public from downtown to Stephens Lake Park (see proposed route via link below and/or attached PDF). Three school busses will loop the route with the following pick up and drop off locations:

Traffic Flow - Pedestrian and Vehicular:

Describe your plan for traffic and pedestrian flow and control:

Attendees are permitted to walk throughout the park using the provided paths.

Bicycle traffic is expected to follow the same road rules as vehicles and may use Walnut to access the Reichmann pavilion. Bike traffic is permitted along the outer path of the park. Interior paths of the park will be restricted to pedestrian traffic.

Department Reviews:

No reviews found.

City of Columbia Park Special Use Permit Application

Completing a Park Special Use Permit Application is a 3 step process and can be completed in multiple sessions. It is recommended that applications be submitted at least four (4) weeks prior to your event. Applicants desiring to hold major events, especially those that are publicly advertised, should submit their application at least 90 days in advance, as a pre-event meeting with City staff may be required. Applications submitted less than 4 weeks in advance will be considered on a case-by-case basis. Incomplete or illegible applications will not be accepted.

*** Indicates a required field.**

True/False Film Fest 2021 - 05/05/2021

Application Status:

In Review

Date/Time Received: 3-16-2021 3:42 pm

Status Date: 3-16-2021 3:42 pm

Permit No: 4424



ATTACHMENTS

Attachments:

Google Map

Special Event Permit - **In Review**

APPLICANT INFORMATION

Are you the applicant organizing this event on behalf of another organization?*

Yes No

APPLICANT:	Name: *	Phone: *	Cell:
	Carly Love	573-442-8783	817-225-5071
	E-mail Address:		Age: *
	carly@truefalse.org *		<input type="radio"/> Under 21 <input checked="" type="radio"/> 21 or Over
MAILING ADDRESS:	Street Address: 5 S Ninth St *		

	City: * Columbia	State: * MO	Zip: * 65203
SECONDARY CONTACT:	Name: Camellia Cosgray	Phone:	Cell:
	E-mail Address: camellia@truefalse.org		
ON SITE CONTACT (if different than applicant):	Name: * Carly Love	Phone: * 8172255071	

EVENT INFORMATION

EVENT NAME: True/False Film Fest 2021 *

Public Property or Residential Streets & Sidewalks: *

Does your event involve the use of public property other than a city park?

- Yes No

Note: You must complete a Special Event Permit Application. You will be prompted to complete the Special Event Permit process in step 3 of the application process.

Will any public street(s) need to be partially closed or blocked off in conjunction with this event?

- Yes No

Admission/Entry Procedure: *

How will your event be attended?

- Registration Fee
- Entry Fee
- Tickets for Purchase \$ 14-485
- By Invitation Only
- Open to Public (free event)
- Other

****Note:** A permittee shall post a sign at each entrance and exit to the closure area visible to all patrons entering the area that includes the amount of the entry fee, if any, and the rules of access to the closure area. A permittee must post the sign required under this section during the time the entry fee is in effect**

Is this event open to the public? *

Yes No

If open to the public, please check all methods by which the event is advertised: *

TV Internet Billboards Posters Ticket

Other:

EVENT DETAILS

EVENT DATES: (Indicate dates OPEN to attendees)		HOURS: (Indicate hours OPEN to attendees)		EXPECTED ATTENDANCE: (Daily Attendance)	
Day 1 *	Date: 05/05/2021	Start Time: 4:00pm	End Time: 11:30pm	Attendees: 2200	Staff/Volunteers: 300
Day 2	Date: 05/06/2021	Start Time: 4:00pm	End Time: 11:30pm	Attendees: 2200	Staff/Volunteers: 300
Day 3	Date: 05/07/2021	Start Time: 4:00pm	End Time: 1:00am	Attendees: 2200	Staff/Volunteers: 300
ALTERNATIVE (Date and Time):		Date: <input type="text"/>	Times: <input type="text"/>		
EVENT SETUP BEGINS * (Date and Time):		Date: 05/01/2021	Times: 9:00am-9:00pm		
EVENT DISMANTLE * (Date and Time):		Date: 05/10/2021	Times: 08:00am-10:00pm		

Event Description: *

The True/False Film Fest will run May 5-9, for its eighteenth edition. The festival will conduct approximately 25 film screenings and 8 musical showcases at 3 Columbia locations; those locations are: Stephens Lake Park, Ragtag Cinema, and a Drive-In Location at Columbia Expo Center. Each screening is preceded by a short musical performance. In addition, the festival currently plans to put on 5 special events and approximately 5 public art installations.

Will the majority of the participants be under the age of 21? *

Yes No

Event Location: *

Describe in detail, include addresses and attach map in step 3.

Stephens Lake Park 2001 E Broadway

Ragtag Cinema 10 Hitt St

Drive-In Location 2200 Interstate 70 Dr SW (Expo Center)

Park/Facility: *

Stephens Lake Park

Specific Area of Park/Facility: *

See Map for Details

Do you wish to reserve a park shelter with this event? **

It is strongly recommended that you go ahead and reserve the shelter to ensure its availability while your application is being processed. In the event your application is denied, your shelter reservation fee can be refunded.

Yes No

Shelter Name: *

Have you already reserved the shelter? *

Yes No

Receipt:

Is this a first time event for you (or your organization) at this location? *

Yes No

Barricades: *

Describe any temporary barricades and/or fencing that will be utilized for this event:

Fencing will be placed around all film/concert venues and concession areas.

Snow fencing will be used.

REQUIRED MAPS

In step 3 you will be required to provide a map of the event.

Please include the following details in your map:

Boundaries of the activity with square footage and entryway widths or route for mobile event;

Electrical - locations of generators and electrical connections;

Emergency access (20 feet clear for fire truck and public safety access);

Equipment (stages, booths and tents, fencing, bike racks, risers, by type and size);

Accessible Routes;

Food vendor locations;

Recycle and trash receptacles;

Hydrant connection locations;

Alcoholic beverage service locations;

Sanitation facilities;

Portable toilets, including accessible provisions;

Parking provisions, including accessible parking;

Location for barricade delivery; and/or

Other:

VENDORS

Merchandise Sales: *

Does your event include the sale of (non-food) goods?

Yes No

If "yes," please explain the type of item/service:

Up to 30 retail businesses and nonprofit organization will have an opportunity to set up in the COMO Square (southwest corner of park). This area will be open to the public.

If "yes," how many merchandise booths/tables will be set up?

The promoter or sponsor of the event must complete a temporary business license here. You will be prompted to provide a copy of the temporary business license in step 3 of the application process.

Food Vendors: *

Does your Event include the sale of food?

Yes No

If "yes," please explain:

3-5 food vendors will sell food at two different locations in the park. Each area is located in the two parking lots off of Broadway.

A maximum of 5 vendors will be present at one time. The vendors may be different every day.

If "yes," how many food booths/tables will be set up? 4

If your event is catered, who is your caterer?

A Temporary Food Permit AND a Temporary Business License will need to be completed and attached in step 3 of the application process.

ALCOHOLIC BEVERAGES

Alcohol: *

Will alcohol be consumed at your event?

Yes No

If "yes," will it be consumed ONLY by those who are age 21 or older?

Yes No

Please describe how the alcohol is being provided.

Alcohol will be served at a series of events during the weekend. We will not be selling any alcohol within our film/concert venues.

COOKING AND MOBILE FOOD VENDING

Cooking, Grilling, Combustibles, Open Flames: *

Will there be gas grills, propane stoves, portable charcoal grills, or other fires outside the designated picnic grills?

Yes No

STORM WATER COMPLIANCE

All Grey water (waste water, mop water, hand sink water, dish water, wash out stations) must be placed in the sanitary sewer, arrangements can be made to have a grey water dump site installed by the Water and Light Department at 573-874-7325.

Cooking oil and grease traps must be disposed of at grease disposal tanks located through the city of Columbia. These tanks are located in the downtown area at a variety of locations, to find the nearest location to your event, contact the Public Works Department at (573) 874-7250.

SOLID WASTE

Does your event involve food service for more than 200 people? *

- Yes Food service for 200 or more requires a dumpster. 48 hours notice required. Review dumpster rental information online.
 No

Please describe your event's plan for trash removal/recycling: *

Please see Solid Waste Plan.

Will your event use portable toilets? (Refer to ADA guidelines on the City of Columbia's special events website.) *

- Yes No

How many are you providing? *

Where will they be setup? *

We will utilize 28 regular units, 7 handicap units, 3 portable sinks.

Note: This service is not provided by the City of Columbia. Placement to be on hard surface only.

WATER AND ELECTRIC

Do you need access to a water source (other than a water fountain)? *

- Yes No

If "yes," describe location of gate: *

Water for handwashing and potential food truck hook ups.

Will your event require the use of City utilities? *

- Yes No

Describe:

See special use form.

Will your event include the use of generators? *

Yes No

Describe:

Number of generators is still being determined.

ADA ACCESSIBILITY

Describe the plan for ADA accessible Routes: *

See ADA Plan

For more information relating to ADA accessibility, please click [here](#).

ENTERTAINMENT

Will any type of sound amplifying equipment or devices (other than small personal radios, tape players, etc.) be used in conjunction with this event? *

Yes No

Note: Amplified music is permitted but must be kept to a reasonable level so as not to disturb the peace, quiet or comfort of the neighboring inhabitants. Sound shall not exceed the distance of 100 feet from the building, structure or outdoor area in which the device is located.

Are there any musical entertainment features related to your event? *

Yes No

Number of Stages: 2 *

Number of Performers/Bands: *

Performer/Band Name and Music Type: *

To be determined.

STRUCTURES

Tents and Canopies: *

Do you plan to erect temporary structures, such as, STAGES, BOOTHS, TABLES, TENTS, DISPLAYS, AMUSEMENTS (bounce house, kiddy rides) ETC., for this event?

Yes No

If "yes," please describe below - include size(s), how many, capacity, etc. You will be prompted to include a site map and/or drawing showing the location of all items in step 3 of the application process. Park maps (PDF files) are available in the parks directory:

Multiple small tents under 401sqft will be used throughout the park. At least one large tent, approximately 80x20 will be installed by A1 Party and Event Rental.

If tent(s) or amusement devices will be erected, fill in the following information:

Contact person's name:

Name of tent company:

Address:

Contact person:

Phone:

Note: A Certificate of Public Liability Insurance is required in the amount of \$2 million with the City of Columbia as co-insured when amusement devices (i.e., bounce house, rides, etc.) are part of an event (or other event types as deemed by the Parks and Recreation Director). Shade structures (i.e., tents) larger than 100 sq. ft. (10' x 10') and/or staging structures require a Temporary Structure permit. Please include completed permit application and proof of insurance in step 3 of the application process.

PUBLIC SAFETY PLAN

SECURITY

Please describe your procedures for both crowd control and internal security: *

We will provide a group of volunteers to handle security internally. A group of dedicated volunteers will be responsible for crowd control in addition to staff who are trained crowd manager.

Have you hired a security company to handle security arrangements for this event? *

Yes No

Are you planning on utilizing OFF-DUTY Columbia Police Officers? *

Yes No

EMERGENCY PREPAREDNESS

EMERGENCY PLAN (Hazardous weather, Fire, etc.) *

Please describe emergency procedure plan: (Additional information may be included as an attachment in step 3 of the application process)

See Safety Plan.

MEDICAL PERSONNEL

Will your event have on-site medical personnel? *

Yes No

Describe your medical plan, including: communications, number of personnel, certification levels and types of resources:

We will have 1-2 volunteer health care workers one site throughout the weekend to provide first aid services.

TRANSPORTATION/TRAFFIC PLAN

Parking:

Describe the plan for parking: *

Patrons are encouraged to walk/bike to the park. Patrons may park downtown and we will be providing school bus shuttles from Downtown to the Park over the course of the weekend.
Each parking lot at the park will be designated for different purposes.

How many parking spaces will you use for your event? * all available

Do you plan to use metered parking spaces outside of the event footprint? *

Yes No

Transportation:

Does your event plan to utilize shuttles or transportation services? *

Yes No

Describe: *

Shuttle & Ride Share Plan

We'll use school busses to shuttle the public from downtown to Stephens Lake Park (see proposed route via link below and/or attached PDF). Three school busses will loop the route with the following pick up and drop off locations:

Traffic Flow - Pedestrian and Vehicular:

Describe your plan for traffic and pedestrian flow and control: *

Attendees are permitted to walk throughout the park using the provided paths.

Bicycle traffic is expected to follow the same road rules as vehicles and may use Walnut to access the Reichmann pavilion. Bike traffic is permitted along the outer path of the park. Interior paths of the park will be restricted to pedestrian traffic.

Other Transportation Related:

Do you need access through a locked gate for loading and unloading? *

Yes No

COLLECTION OF MONIES / SALES / FEES

Note: Columbia Code of Ordinance, Chapter 17, Division 7, Sec 17-122 prohibits sales in City parks except by any regular licensed concessionaire acting by and under the authority of the

Parks and Recreation Director. Permission may be granted ONLY to non-profit agencies, with a Concession Permit Fee charged. Collection of monies is restricted to approved event area ONLY. Absolutely no solicitation of funds from general park users allowed. Collection of funds by for-profit agencies is not permitted.

Will any money be collected on site? *

Yes No

Will a registration, membership, or admission fee be required in order to attend or participate in the event activities? *

Yes No

If "yes," estimate number of participants: 2500 *

Will donations/contributions be accepted or solicited during this event? *

Yes No

Are you a non-profit agency? *

Yes No

Note: Non-profit agencies must be registered with the State of Missouri. Religious organizations or educational institutions not required to register with the State must provide documentation of their tax-exempt status (IRS determination, articles of incorporation, or audited financial statement). You will be prompted to provide the required documentation in step 3 of the application process.

OTHER

Do you plan to have animals on site during this event? *

Yes No

Will any signs, banners, or flyers be hung or posted for this event? *

Yes No

If "yes," when and where? *

See Signage Plan

Wording on banners or signs: *

See Signage Plan

Are there any special provisions or information pertaining to your event which have not been addressed on this application?

Check each item below to acknowledges agreement:

<input checked="" type="checkbox"/>	I understand that in the case of an emergency or for reasons beyond the City's control, the City reserves the right to cancel the scheduled event prior to scheduled use without liability. Refunds will be made if cancellation by the City is necessary. In case of general maintenance or vandalism, the picnic tables, BBQ grills, or other amenities may be removed at anytime prior to the reservation date. Restrooms are closed from October 15 to April 15.
<input checked="" type="checkbox"/>	I understand that this is only an application and not a guarantee that a permit will be issued. If a permit is issued, I agree that: (1) if any of the information contained in the application is found to be false; or (2) should my conduct, or the conduct of any participants or guests, not be as described in the application; or (3) should any applicable City, County, State, or Federal rules, regulations, codes or laws be violated, any reservations issued shall automatically become null and void and any activity associated with this application will immediately cease.
<input checked="" type="checkbox"/>	I agree to indemnify, defend and hold harmless the City of Columbia from any and all liability claims arising from the actions of myself, or my agents, employees, or clients while conducting activities under this permit on City of Columbia park lands or waters.
<input checked="" type="checkbox"/>	I agree that I: (1) am financially responsible for any costs incurred by the City of damages to City property; (2) forfeit all fees and deposits if it is determined that false information was provided on the application; (3) am financially responsible for any City costs that exceed fees and deposits already collected by the City for enforcement of provisions related to this application for reservation.
<input checked="" type="checkbox"/>	I agree that I am responsible to see that all debris and trash is picked up from the event site and placed in appropriate refuse containers immediately after the event. Failure to do so may require the City to do so. Any trash removal expenses (for debris left at event site not placed in appropriate refuse containers) incurred by the City as a result of this event are my responsibility.
<input checked="" type="checkbox"/>	I understand that permission to hold this event/activity does not grant exclusive use of any park or trail. The park or trail is to remain open for public use, including any citizen's ability to exercise their free speech, distribution of literature, collection of signatures, etc.

<input checked="" type="checkbox"/>	I understand that this permit, if granted, may not be assigned without written approval and acceptance of the assignee by the Director of Parks and Recreation (or designated agent). I also understand that if the responsible party is other than myself, I am responsible to notify the responsible party of all rules, regulations, requirements, and conditions related to this application/permit.
<input checked="" type="checkbox"/>	I understand that I am responsible to obtain the necessary permits/approvals granted by agencies or City departments other than the Parks and Recreation Department needed to hold this event. Permission granted by the Parks and Recreation Department to hold this event does not imply approval of items under other agencies' jurisdictions.

Staff Reviews:

No reviews found.

INDIVIDUAL ART INSTALLATIONS

1. Carrie Elliot: Flying Fish

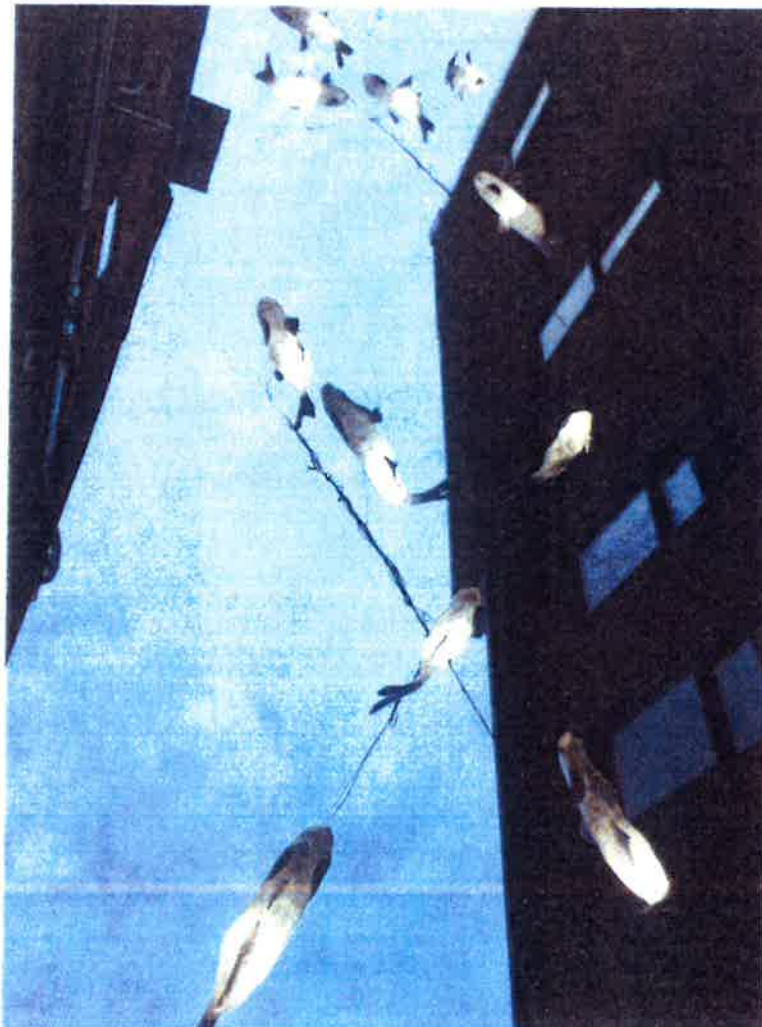
Description:

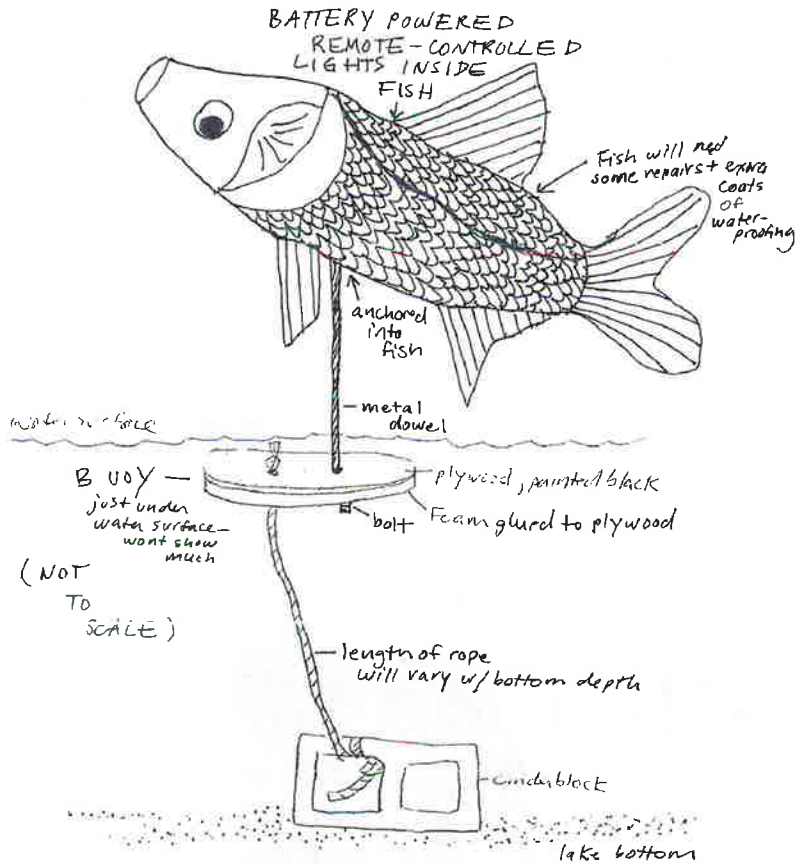
Silver carp lanterns created for T/F 2019 have been refurbished and re-imagined for installation at Stephens Lake Park. The 15 sculptures will be lit up and "jumping" into the air from buoys anchored in the lake. The fish will be grouped in small schools and individually along the pathway across the lake.

Location:

In the water along the Boardwalk path across the lake at Stephens Lake Park

Photos:





Construction:

Carp would be installed on buoys constructed from brick weights, rope, plywood (painted black), and foam. The buoys will include ballast to balance out the weight of the fish sculptures and prevent them from tipping over. The lanterns will be lit internally with battery-powered LED lights, and attendees will not be able to access the sculptures from the Boardwalk.

Installation timing:

Installation is estimated to take 3-4 hours and is scheduled for Monday, May 3. Deinstallation will take approximately 3-4 hours and is scheduled for Monday, May 10.

2. Becca Smith: Birds of a Feather

Description:

Weatherproof, colorful fiberglass bird sculptures that perch singly or in groups on tree branches. The 21 sculptures are each approximately 12 in x 6 in in size.

Location:

In a variety of trees throughout Stephens Lake Park.

Photo:



Construction:

Masonry wire will be secured to each bird's underside using a washer and screw after pre-drilling a small hole using a drill. Once the wires are securely attached to each bird, the birds will be secured to branches above adult standing height to ensure attendees cannot reach them.

Installation timing:

Installation will take approximately 2-3 hours and is scheduled for Monday, May 3. Deinstallation will take approximately 2-3 hours and is scheduled for Monday, May 10.

3. Maggy Rhein: Route Solution

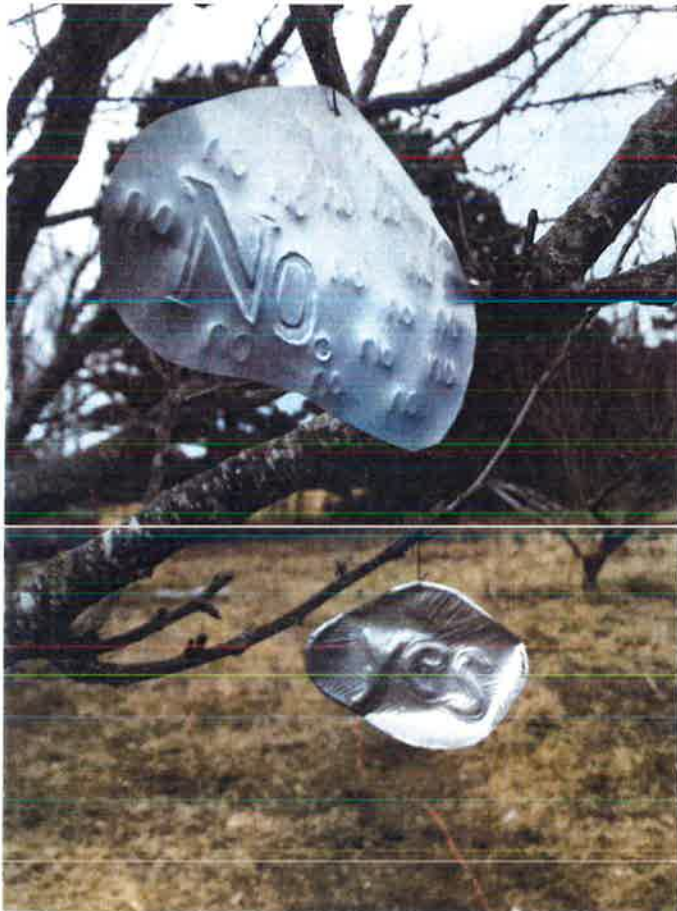
Description:

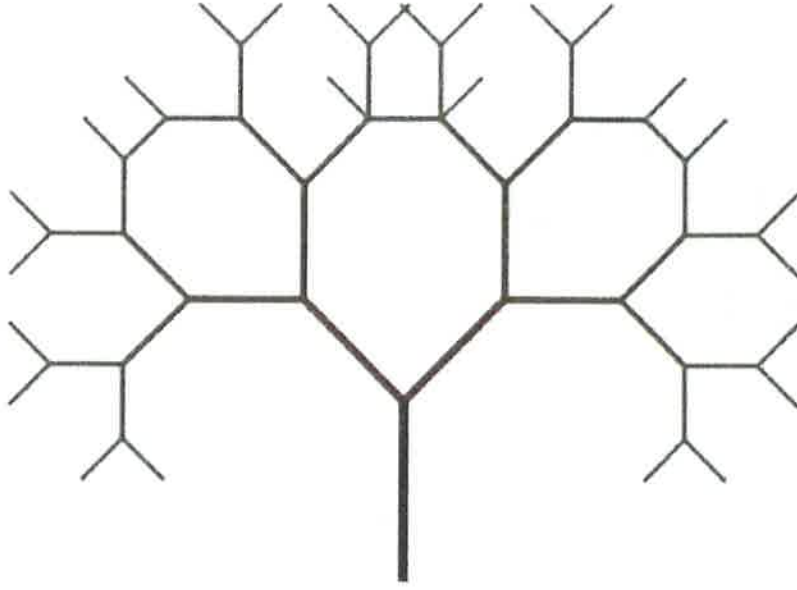
A multitude of aluminum shapes, loosely leaf inspired, dangling from the branches of a tree in strands, mobiles, and clusters. As the leaves dance in the breeze, their hand embossed designs catch light and reveal Magic 8 Ball inspired answers. At the base of the tree, a metal structure continues the branching elements into the ground. This piece takes advantage of wind, sun, and reflected light to present brief flashes of insight to the viewer.

Location:

A tree with high branches in southwest area (COMO Square) of Stephens Lake Park

Photo:





Construction:

The aluminum leaves are made of repurposed aluminum cans. Around 40-50 leaves will be suspended in groups or singly with masonry wire. The elements will be hung in a tree with branches above average head height and a trunk diameter <12" at knee height. The branching metal structure at the base of the tree will be made of curved, smooth piping and fastened to the base of the tree with masonry wire. The sculpture will be illuminated at night for safety purposes.

Installation timing:

Installation is scheduled for Sunday, May 2 and will take approximately 3 hours. Deinstallation is scheduled for Monday, May 10 and will take approximately 3 hours.

4. Aaron McMurry, Caleb McMurry: Permanence | Impermanence

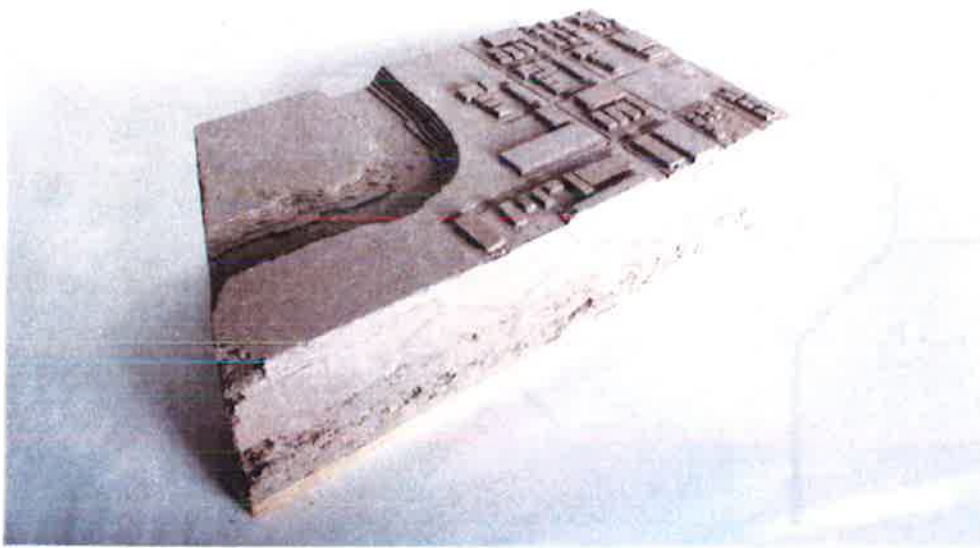
Description:

A set of three sculptures formed from lime, sand, clay and gypsum compressed earth blocks stacked together making pyramidal shapes. A large central pyramid will measure approximately 5 ft h x 5 ft w x 5 ft d, with two 3 ft h x 3 ft w x 3 ft d flanking it. The sculptures will be arranged in an approximately 10 ft x 10 ft space.

Location:

A grassy area in the central area between "The Sapling" and "Twelve Point" venues in Stephens Lake Park

Photos:



Construction:

Bricks for the sculptures are made out of a mixture of materials, with each brick being approximately 20 lbs. This particular mixture will be about 30% sand, 30% dirt, 20% gypsum (post-construction waste) and 20% clay. The materials are mixed together and pressed into a steel mold or form and are then stacked on top of each other to give a solid flat base to the sculptures. The bricks will come to a height of 5ft. The bricks will be constructed off site and then assembled into the sculptures onsite on level ground. Signage will be in place to ensure attendees do not climb on the sculptures, and they will be illuminated at night for safety purposes.

Installation timing:

Installation is estimated to take 6-8 hours and will take place on Sunday, May 2. Deinstallation is estimated to take approximately 6-8 hours and will take place on Monday, May 10.

5. Euan McLeod: Individuation

Description:

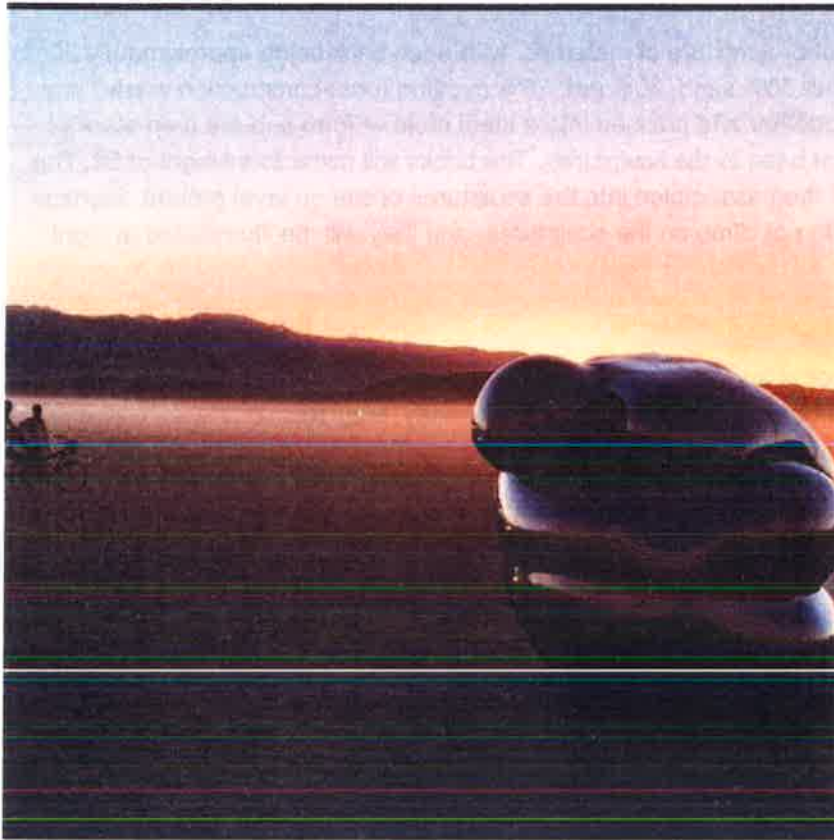
A stainless steel sculpture of two human figures curled together with their backs facing out, illustrating the struggle to find the balance between the conscious and the unconscious. The sculpture is approximately 7 ft h x 8 ft w x 8 ft d and 650 lb. in weight.

Location:

Near the Discovery Garden area in Stephens Lake Park

Photos:





Construction:

The sculpture will be delivered by the artist on a forklift vehicle in the designated “Disco Garden” area (to the east of the Discovery Garden). Signage will be in place to ensure attendees will not climb on the sculpture. The sculpture will be illuminated at night for safety purposes.

Installation timing:

This installation will take place on Monday May 3rd and will require approximately 1-2 hours for installation. The sculpture will be deinstalled on Monday May 10.

FILM/CONCERT VENUES

1. GeoVanna Gonzales: Twelve Point

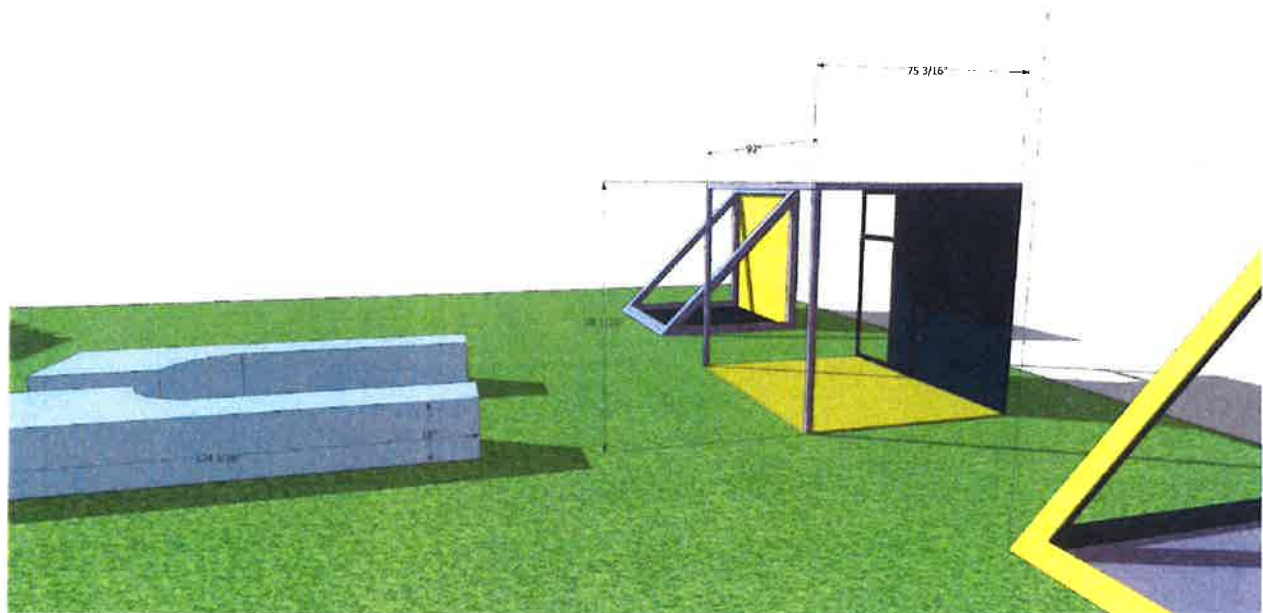
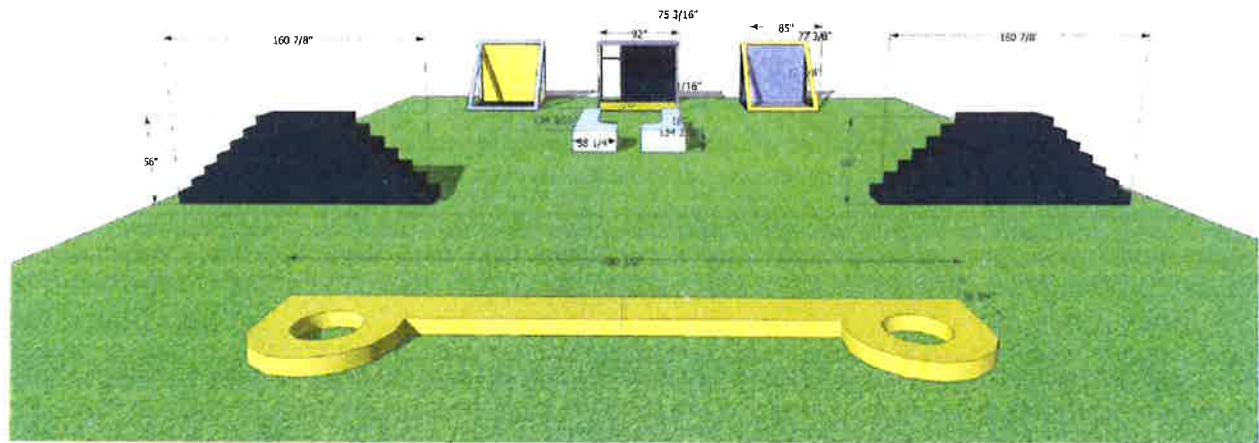
Location:

“Twelve Point” venue, located in the southeast section of Stephens Lake Park.

Description:

Nine geometric structures of a variety of heights, widths, and depths that are painted with bright colors. The structures can be sat on and interacted with by attendees and will be placed around the seating area.

Photos:



Construction:

These structures will be constructed out of three quarter inch plywood and wood paneling, reinforced by 2x4s and internal bracing, using standard screws. The cube will be assembled with diagonal supports on the left and right walls to ensure a safe structure. The installation is intended to accommodate audience members as structures for seating. The structures will be placed near the perimeter of the designated Twelve Points screening venue. The installation structures will be painted bright colors so they will stay visible in darker conditions, along with additional lighting around the installation for safety at night.

Installation timing:

Installation will take approximately 2 days for assembly on site beginning Sunday, May 2. The installation will be deinstalled on Monday May 10.

2. Kristina Rolander: The Sapling

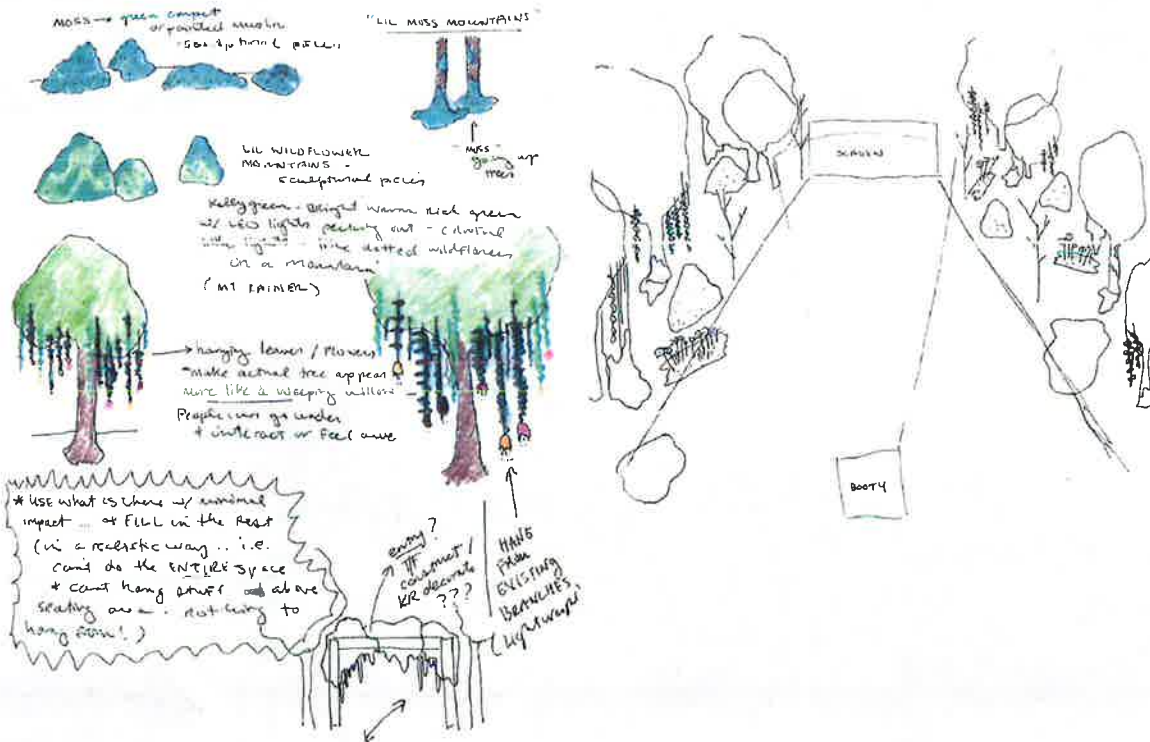
Location:

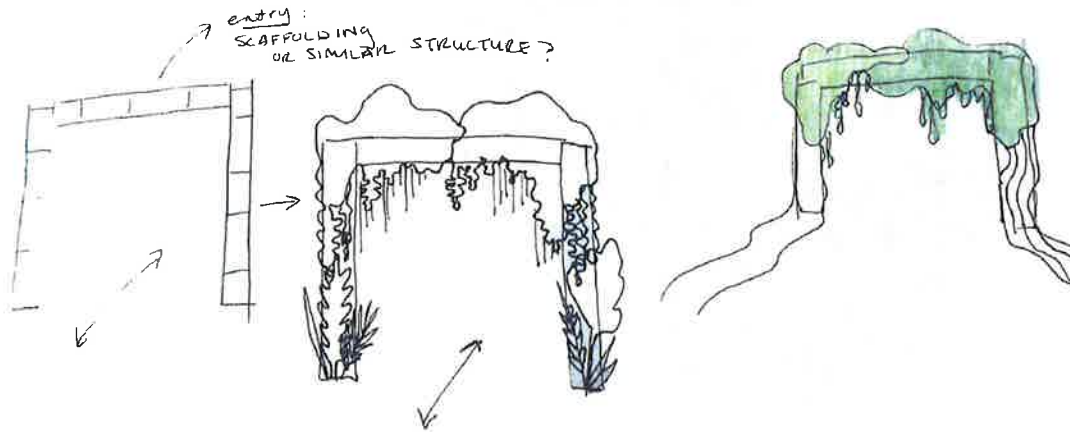
"The Sapling" venue, located in between "Sled Hill" and "Twelve Point" venues in Stephens Lake Park

Description:

Clusters of vines, flowers and other foliage creating a lush tropical environment filled with organic shapes and textures. The foliage elements and large painted canvas panels will be hung from trees around the cinema zone, as well as from structural scaffolding at the entry and on either side of the screen.

Photos:





Construction:

The foliage elements will be a mix of lightweight fabric and plastic, secured with masonry wire to tree branches and scaffolding with hanging clearance of 7 ft or higher above attendees. The large fabric canvas panels will be painted with acrylic paint and secured with masonry wire and rope, ensuring minimal impact to trees. Attendees will not be interacting with the art elements. All elements will be illuminated at night for safety purposes.

Installation timing:

Installation will take approximately 2-3 days, beginning Sunday, May 2. Deinstallation will occur on Monday, May 10.

3. Jane Georges: Sled Hill

Location:

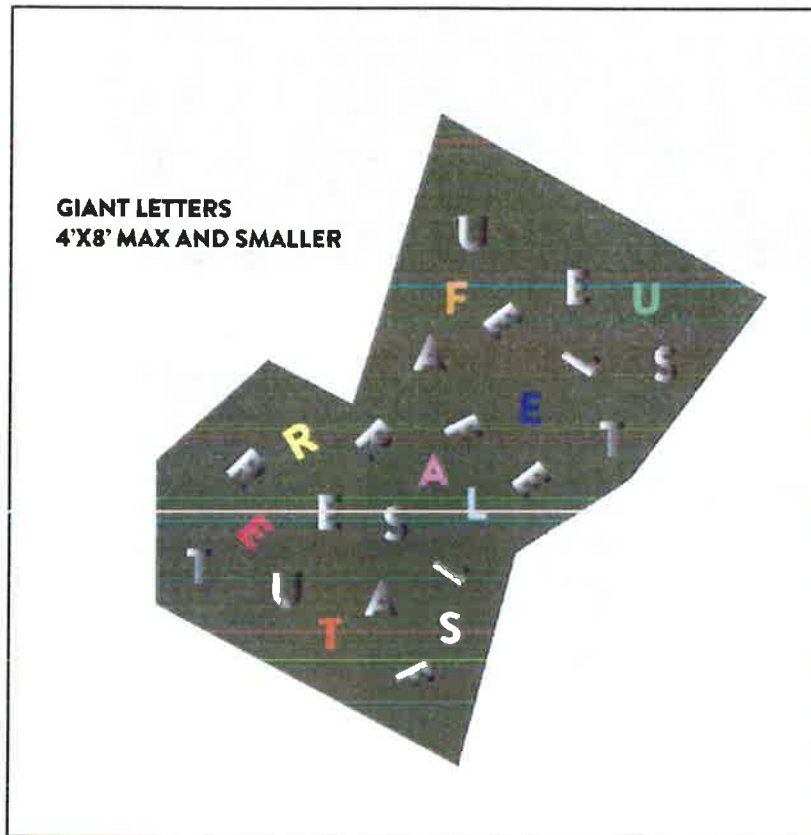
"Sled Hill" venue, located in the south central section of Stephens Lake Park

Description:

Large, brightly colored letters will be scattered over the steeply sloping berm next to the lake and spell out a phrase. Additional letters will continue down the slope into the seating area, and attendees will be able

to sit on and next to the letters. Totem-like stacks of letters will stand on either side of the entry and the screen.

Photo:



Construction:

The large letters will be cut out of 4 ft x 8 ft sintra board (rigid PVC plastic), printed with bright colors, and coated with weatherproofing. The letters will have stakes attached to their reverse sides to anchor them to the ground. The totem elements will be secured with wire to scaffolding structures at the entrance and by the screen. The bright colors and additional illumination will result in nighttime visibility for safety purposes.

Installation timing:

Installation will take approximately 2 days beginning Sunday, May 2. Deinstallation will occur on Monday, May 10.

4. Alicia Eggert: Amphitheater

Location:

"Amphitheater" venue, located in northwest section of Stephens Lake Park

Description:

Groupings of sculptural forms at varying heights positioned around the perimeter of the Amphitheater venue and around the projection booth at the center of the seating area. The forms will include internal

lighting, making them more visible at night. An inflatable set of elements will go around the main entrance to the cinema zone.

Photos:



Rendering of column in daylight

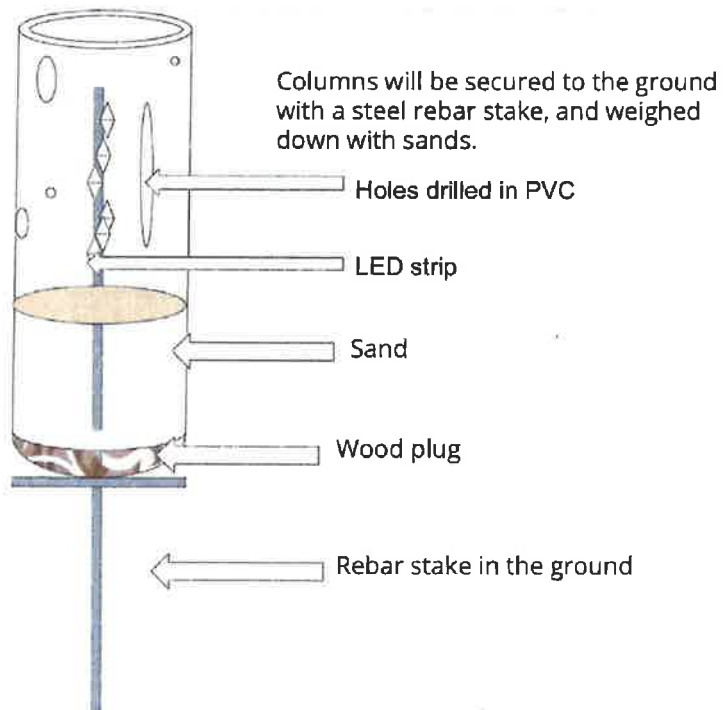


Rendering of column at night

Column Structure

Materials:

- PVC Piping
 - 3"x10' PVC Pipe
 - 4"x10' PVC Pipe
 - 6"x10' PVC Pipe
 - Pipes cut to various heights
- Mylar sheets
- LED Lighting
- Sand
- Stakes
- Wood to seal bottom



Construction:

Each form's construction will include steel rebar stake to secure it to the ground and it will also be weighted down with sand. The lighting will be LEDs and encased within the form structure. The inflatable elements will be secured with ropes and stakes. All elements will be illuminated at night for safety purposes.

Installation timing:

Installation will take approximately 2 days, beginning on Sunday, May 2. Deinstallaiton will occur on Monday, May 10.

SPECIAL AREAS

1. Rebecca Sullinger: COMO Square

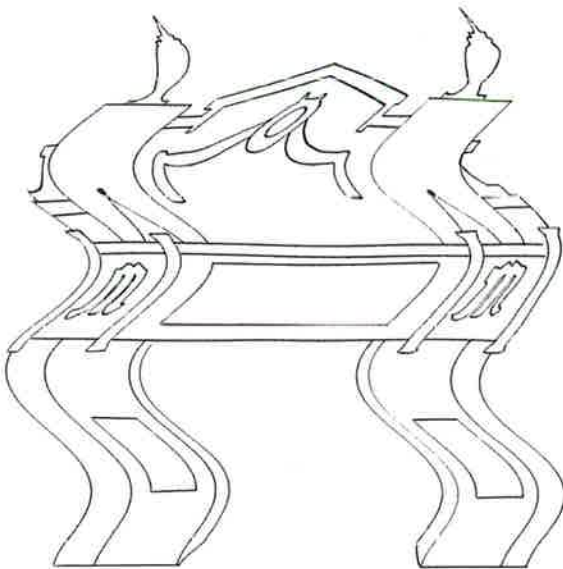
Location:

"COMO Square" area, located in the southwest corner of Stephens Lake Park

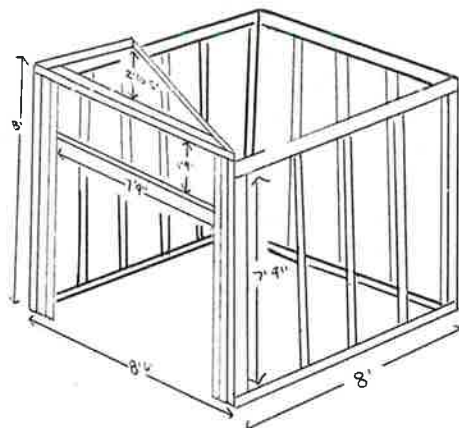
Description:

A set of three separate square structures, each representing a different True/False Film Fest venue from previous years: Ragtag Cinema, The Blue Note, and Missouri Theater. The facades of the structures will be curved and distorted. The interior spaces will not be accessible to attendees and will provide a diorama-type experience via viewing from outside the structures. Additionally, a large set of letters spelling "COMO Square" will be set at the western edge of the area.

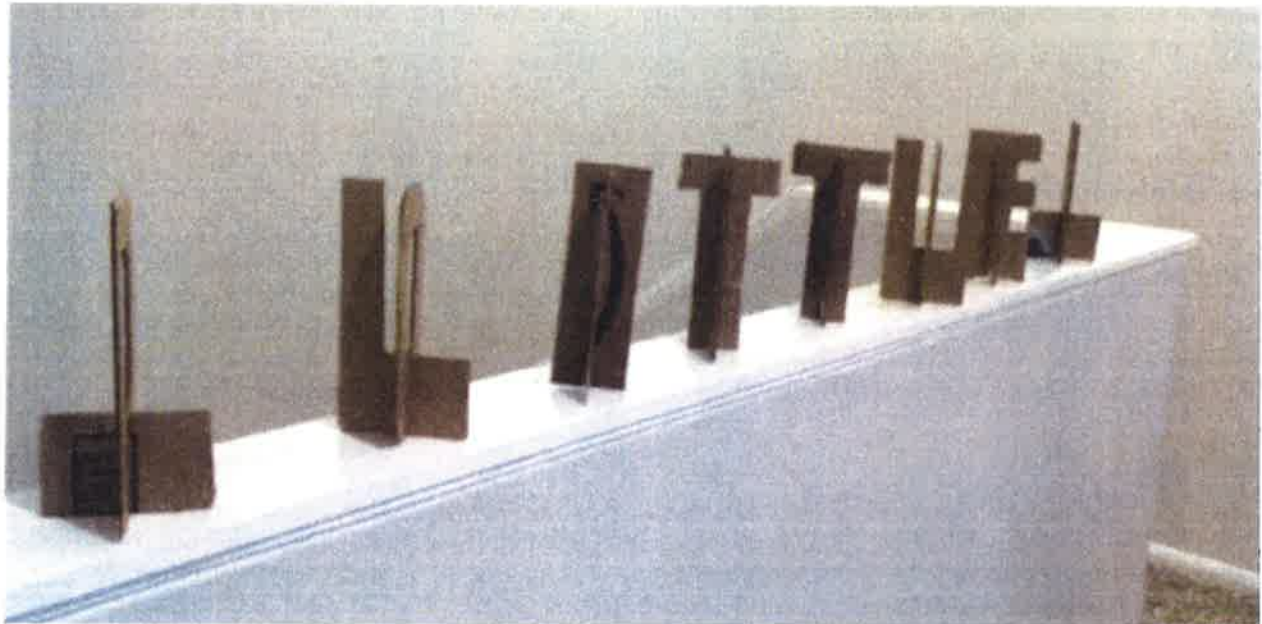
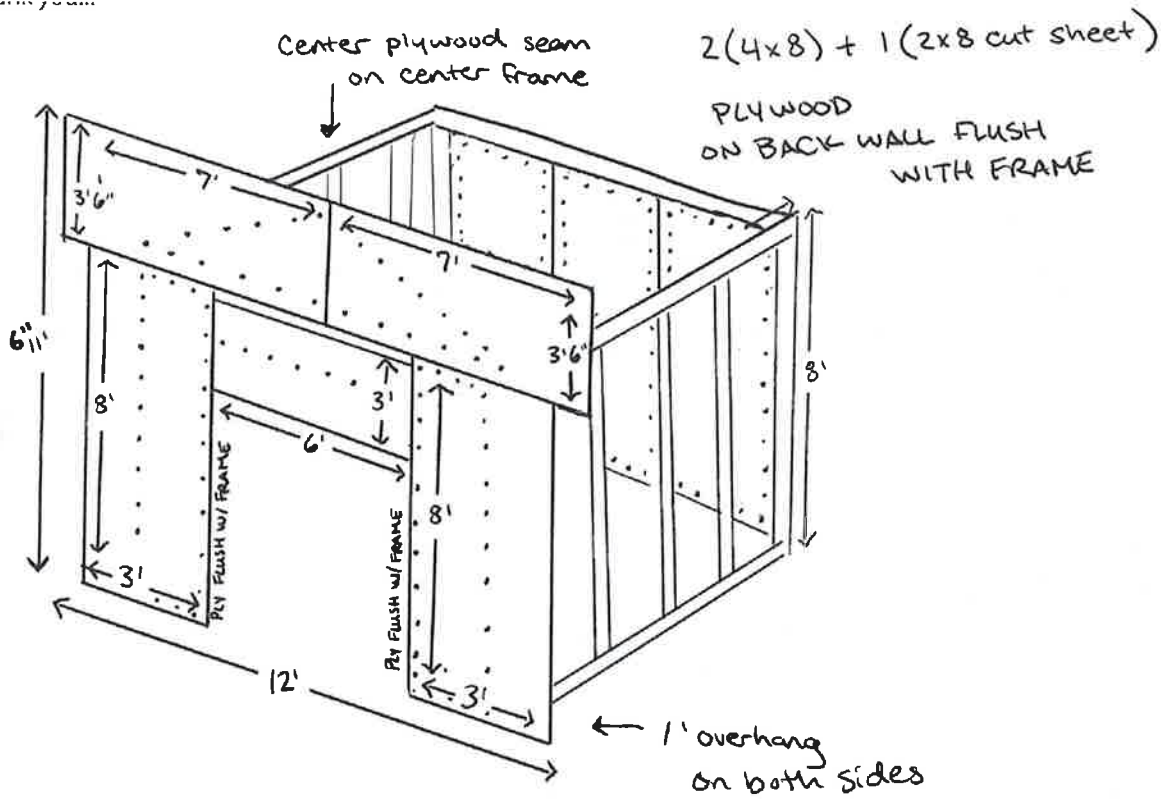
Photos:



**MISSOURI
THEATER**



main page





Construction:

The three structures will be constructed out of 2x4 framing with the facades and walls out of $\frac{3}{4}$ in plywood. The structures will be internally braced by wooden brackets staked in the ground to stand securely on their own. Signage will be in place to ensure visitors do not enter the structures. The structures will be illuminated at night for safety purposes. The large letters will be constructed out of $\frac{3}{4}$ in plywood and are designed to create a stable "X" structure for the letters to stand alone. Each letter will be staked to the ground and illuminated.

Installation timing:

Installation will take approximately 2-3 days for assembly on site, beginning Saturday, May 1. Deinstallation will occur on Monday, May 10.

2. Pneuhaus: Street Seats

Location:

"Big Field" area, located to the south east of the "Twelve Point" venue in Stephens Lake Park

Description:

A group of interactive seating units designed to empower their users to become the designers of their own environment. Each Seat can sit on the ground in any orientation and are meant to be collaboratively flipped and rolled. In this way the Seats multifunction as striking sculptural centerpieces, experiential furniture, and movable play objects.

Photos:



Construction:

The flexible fabric tube sculpture will be inflated and are weighted down by sandbags internally placed in the sculpture to keep it safely on the ground. The structures will also be illuminated at night for safety purposes.

Installation timing:

Installation will take approximately 3-4 hours on Tuesday, May 4. Deinstallation will take approximately 3 hours on Monday, May 10.

State of Missouri

LIMITED EXEMPTION FROM MISSOURI SALES AND USE TAX ON PURCHASES AND SALES (Charitable)

Issued to:

Missouri Tax I.D.: 18788149

RAGTAG FILM SOCIETY
10 HITT ST
COLUMBIA MO 65201

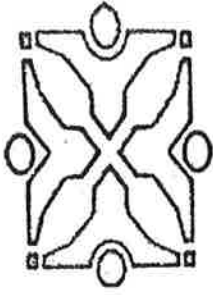
Effective Date: 12/01/2014

Your application for sales/use tax exempt status has been approved pursuant to Section 144.030.2(20), RSMo. This letter is issued as documentation of your organization's exempt status. Your organization must adhere to all requirements of your exempt status.

This is a continuing exemption subject to legislative changes and review by the Director of Revenue. Outlined below are specific requirements regarding this exemption. This summary is not intended as a complete restatement of the law. You should review the law to ensure your understanding and compliance.

- This exemption is not assignable or transferable. It is an exemption from sales and use taxes only and is not an exemption from real or personal property tax.
- Purchases by your organization are not subject to sales or use tax if conducted within your organization's exempt charitable, religious and educational functions and activities. When purchasing with this exemption, furnish all sellers or vendors a copy of this letter.
- Individuals making personal purchases may not use this exemption.
- A contractor may purchase and pay for construction materials exempt from sales tax when fulfilling a contract with your organization only if your organization issues a project exemption certificate and the contractor makes purchases in compliance with the provisions of Section 144.062, RSMo.
- Sales by your organization are not subject to sales or use tax if conducted within your organization's exempt charitable, religious and educational functions and activities.
- Sales not directly related to your exempt function that are made only to raise funds for your organization, are not exempt unless such sales are occasional or isolated.
- If your organization engages in a competitive commercial business that serves the general public, even if the profits are used for your exempt charitable, religious and educational functions, you must obtain a Missouri Retail Sales Tax License and collect and remit state and local sales tax.
- Any alteration to this exemption letter renders it invalid.

If you have any questions regarding the use of this letter, please contact the Taxation Division, P.O. Box 358, Jefferson City, Missouri 65105-0358, Email salestaxexemptions@dor.mo.gov, or call 573-751-2836.



City of Columbia, Missouri

Tent/Canopy Application (less than 180 days)

Columbia Fire Dept.
 Fire Marshal Office
 201 Orr St.
 Columbia, MO. 65203
 Phone (573)874-7556
 Fax (573)874-7446

Approved Disapproved Date Submitted _____

Tent Location	Tent Contractor/Owner
Business True/False Film Fest, Stephens Lake Park	Company A1 Party & Event Rental
Street Address 2001 E Broadway	Street Address 211 Peach Way
City, State, Zip Columbia, MO 65201	City, State, Zip Columbia, MO 65023
Contact Person Carly Love	Phone Number 573.474.7881
Phone Number 817.225.5071	

Tent Size: Width _____ X Length _____ = Area _____ Sq. Feet - *to be determined*
 Tents less than 401 square feet do not require a permit *Size and #*
 Dates Tent Will Be Erected: Start 5/4/2021 End 5/10/2021
 Tables/Chairs in tent? Yes No

Tent and Canopy Guidelines

Required Exits- Occupancy from 10-199 2 exits (72 " each), 200-499 3 exits (72" each), 500-999 4 exits (96 " each), 1000+ 5 exits (120" each)

Exits- Exit openings shall remain open, unless covered by a flame-resistant curtain. Curtain shall be of contrasting color and free sliding on a metal support. Exits shall be at least six feet wide. Ropes and guy wires shall not obstruct exits and exit discharges.

Exit Lighting- Means of egress shall be illuminated with light having an intensity of not less than 1 foot candle at floor level. Means of egress lighting shall be powered from a separate source. Egress lighting is not required for open sided tents operating during daylight hours.

Exit Signs- Illuminated exit signs shall be posted above all exits. Exit signs are not required in open sided tents or tents operating in daylight hours only.

No Smoking Signs- No smoking signs shall be posted throughout the tent or canopy.

Warming- All warming equipment shall be 10 feet from tent sides/top, combustibles and exits. Heaters shall be vented per manufacturer's recommendations.

Open Flame- Any open flame is not permitted inside or within 20 feet of the tent structure.

Fire Extinguishers- Travel distance to a 2A10BC fire extinguisher shall not exceed 75 ft

Anchoring- The tent or canopy shall be anchored per manufacturer's requirements.

Access- The tent or canopy shall not block fire department access, connections, or hydrants.

Flame Treatment- A certificate of flame treatment meeting NFPA 701, Test Method 1 or 2, is required and shall be attached to the permit.

Inspection- Columbia Fire Marshal's Office must inspect before occupying. Tent representative must call to schedule with at least 24 hour notice.

Cooking Operations In Tents

Flame Propagation- Tents and awnings over cooking operations shall be certified as flame retardant. This includes a permanently affixed label to the membrane structure.

Cooking With Sidewalls- Tents with sidewalls or drops where cooking is performed shall be separated from other tents by not less than 20 feet.

Site/Floor Plan

To be determined

The following shall be included on the above diagram:

- Exits
- Lit exit signs
- Egress lighting
- Fire extinguishers
- Cooking/heating equipment
- Distance from buildings
- Number, location and dimensions of tables
- Number and location of chairs

I understand the tent permit can be revoked at any time for non-compliance.

Signature Cef Dan Date 3/16/21

Fire Department Reviewer _____

Date Reviewed _____

Reviewer Comments:

Building and Site Reviewer _____

Date Issued _____

Fire Inspector _____

Date Inspected _____

**Permit shall be kept on site for duration of use



RAGTFIL-01

MMILLIKAN

CERTIFICATE OF LIABILITY INSURANCEDATE (MM/DD/YYYY)
9/15/2020

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Winter-Dent 2700 Forum Blvd Columbia, MO 65203	CONTACT NAME:		
	PHONE (A/C, No, Ext):	(573) 634-2122	FAX (A/C, No): (573) 636-7500
	E-MAIL ADDRESS:	meagan.millikan@winter-dent.com	
	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A:	West Bend Mutual Insurance Co	15350
INSURED Ragtag Film Society and True False 5 South 9th Street Columbia, MO 65201	INSURER B:	Travelers Insurance Company	39047
	INSURER C:		
	INSURER D:		
	INSURER E:		
	INSURER F:		

COVERAGES**CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER	X		1739092-10	7/1/2020	7/1/2021	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 0 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			1739092-10	7/1/2020	7/1/2021	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 0			1739092-10	7/1/2020	7/1/2021	EACH OCCURRENCE \$ 2,000,000 AGGREGATE \$ Aggregate \$ 2,000,000
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory In NH) <input checked="" type="checkbox"/> Y <input checked="" type="checkbox"/> N If yes, describe under DESCRIPTION OF OPERATIONS below		N/A	UB4J262779-20-42-G	7/1/2020	7/1/2021	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
A	Equipment Floater			1739092-10	7/1/2020	7/1/2021	Lease/Rented 100,000
A	Liquor Liability			2070275-07	7/1/2020	7/1/2021	1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER**CANCELLATION**

City of Columbia, Purchasing Division
701 E Broadway, 5th Floor
Columbia, MO 65201

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

TF SAFETY PLAN

The following section includes information that we give to all staff and volunteers during trainings; we spend additional time with venue staff going over emergency procedures generally and in their respective venues.

VENUE BASICS

Though each venue will have a know-it-all Venue Captain (VC) and Assistant Venue Captain (AVC), there will also be Venue Manual available, which will include all venue specifics and safety procedures. In general, though, there's a basic pattern and set of expectations for all venues.

Emergency Plan

Each Venue will have its own specific protocols and procedures for dealing with emergency situations, should they arise. Emergency management information can be found in each venue bible, and each VC and AVC will be briefed on this information as well. Emergency information will include a floor map of each venue outlining shelter locations, egress (exit) routes, exit locations, and plans for communicating with large groups of Festgoers. It is essential that every volunteer familiarize themselves with the emergency basics of each venue. In case of an emergency, here are some guidelines:

- a) Remain Calm/Do Not Panic:** Though this is cliché, it is absolutely true. In an emergency, think through it, don't panic, contact the appropriate people, and do your best to keep people in the area calm. Inform them that the situation is under control and we are doing everything possible as swiftly as we can to resolve the situation.
- b) Know who to contact:** In the case of most true emergencies, you will first contact 911. These people are professionals who are there to help. Next, alert the proper people at the venue and Fest.
- c) Communicate:** If there is a general emergency, you may have to address a large crowd. Do so confidently and calmly. Inform them of the situation and that you need them to listen to you and cooperate. This is most helpful in the event of a venue evacuation, such as in case of fire, weather emergency, power outage, or bomb threat.

Safety Plan

All TF venues need to be kept safe for Festgoers and volunteers. As noted previously, each venue will have a safety plan as outlined in the venue manual. However, here are some basics to be aware of:

- a) Take responsibility.** As a volunteer for the Fest, you are a go-to person and are responsible for your area/venue. So, if you see something out of place or something that needs to be taken care of, act on it! This can be as simple as changing an overflowing trash can to taping down loose cables on the floor to reporting suspicious behavior to a VC or AVC. Pick up trash, keep people from standing on chairs, and report any trouble situations or violence.
- b) Be vigilant.** During the natural ebb and flow of activity during a shift, it can be tempting to mentally check out for a time. Keep your awareness up throughout your shift as it is easy to

miss something significant in either the chaos or the calm.

c) Familiarize yourself with the venue!

The first thing any volunteer should do upon arrival to a venue is take a look at where the emergency exits are, where the fire extinguishers are, where to find a flashlight, where to find the bathrooms, where light switches are, and who the staff are at each location. You will also want to know where the disability access seating and entrances are. This often takes a few minutes, but will help prepare you to act responsibly.

d) Prepare for emergency, remain calm. Though everything will probably run very smoothly, take a moment to think through how you would actually respond in an emergency situation. In the event of an emergency, you may be the person who has to address the crowd and calmly and confidently tell them about an emergency, or you may be the person to find the flashlights and assist someone out of the theater.

e) Ask for help! You will be surrounded by knowledgeable staff and volunteers who can assist you. Keep lines of communication open; don't be afraid to solve a problem, and don't be afraid to ask for help.

f) If you can't handle it, call 911. If there is a situation you are uncomfortable with, call 911. We have spoken with these folks, and that's what they are there for. Whether it be the police, an ambulance, or the fire department, they are all professional problem solvers and are there to help. When in doubt, call 911, and then immediately inform your VC or AVC of the problem.

EMERGENCY PROCEDURES

Complaints & Violence

Complaints: Handle all complaints in a professional and diplomatic manner. Remember, complaints are not personal, and they are often helpful. If you are unable to immediately and reasonably resolve a complaint, direct the complaint to the VC, an AVC, or Core Staff, and they will resolve the matter. Patrons may also e-mail info@truefalse.org.

Violence: If you see an act of violence, do not become involved. Do not attempt to break up a fight or confrontation. Immediately contact the VC, an AVC, Core Staff, or 911 if necessary. If you feel that you or anyone is immediately threatened, do not hesitate to call 911.

Lost & Found

Lost items will be logged and kept at the venue at which they were found until the Sunday night of the festival. At that point, all items will be held at the True/False office. Do not escort a patron to look at the lost and found. Have them describe the item they are missing and look for it yourself. Remember to sign items in and out in the Lost and Found logbook.

Lost Child

If a child is lost, stay with them and contact the VC, an AVC, or Core Staff. Keep them calm, and stay in one spot. Each venue and Fest headquarters should be contacted to report the lost child.

Medical emergencies

In the case of a medical emergency (such as loss of consciousness, excessive bleeding, etc.), the volunteer will call 911 first then alert a staff member. If it's clearly a minor event then staff can be notified first but if there is any doubt it is best to err on the side of caution and call 911 before making other notifications. When calling 911, staff will know their location. Staff will not do anything they are not trained to do. Staff will secure the scene and ask patrons to move away from the scene, especially if emergency personnel are en route. Staff will not move the injured person. If the injured person is conscious, staff will ask them questions to gather more information about signs and symptoms, allergies, medications, pertinent medical history, last food or drink and events leading up to the incident. If the injured person is unconscious, staff will shout to get the person's attention, using the person's name if it is known. If there is no response, staff will tap the person's shoulder and shout again, while checking for normal breathing. Again, staff will not do anything they are not trained to do. If another patron identifies themselves as a medical professional with the necessary skills to assist in assessing the situation, staff may allow them to help. Staff will continue to assess the scene and wait for medical professionals to arrive.

Severe Weather

Consult the VC for details.

For indoor locations: In general, make sure all Festgoers are in an official shelter area. If they are not, calmly and orderly direct them to the nearest shelter. Do not direct Festgoers outdoors. Keep away from doors and windows. Locate flashlights and be prepared to assist people in the event of a power outage.

For outdoor locations: *These plans continue to evolve and we are further consulting with our Special Operations team to increase swift emergency response to inclement weather.* Our team is accustomed to monitoring the weather closely. A designated staff member will be responsible for monitoring weather each day and in the weeks leading up to the Fest. A team, including Executive Directors, Operations Director, Technical Director, and Special Operations Coordinators will determine if a film, event, or day of the Fest will require cancellation due to inclement weather. In the event of thunder/lightning, we will delay up to 1 hour before cancelling. If thunder/lightning occurs in the middle of a film, we will delay up to 1 hour before cancelling. Shuttles will refrain from transporting people to the Park location if a delay occurs and will resume if weather clears. We will communicate to all fest attendees/staff/volunteers and the general public using our website, social media channels, and direct email to attendees/volunteers with specific information. If a film is cancelled due to weather, a virtual opportunity will be available to ticketholders.

Smoke or Fire

Consult the VC for specific details. In general, calmly and quickly notify the VC, an AVC, or Core Staff if you see smoke or fire. If you are in any doubt whatsoever or if danger is immediate, call 911 first. Be prepared to calmly and confidently address Festgoers and calmly and quickly evacuate them from the area. Evacuate those nearest the danger first, row by row, as efficiently as possible. Tell Festgoers your plan for evacuation so that they cooperate and remain calm.

Assist those who need any help.

Electrical Outage

Immediately locate flashlights and be prepared to assist Festgoers. Alert the VC, an AVC, or Core Staff. Remain calm and immediately and calmly inform Festgoers to remain in their seats and that we're working on the problem and will update them as soon as possible.

Evacuation

Consult the VC for specific details. In general, be aware of all emergency exits and building exits. If possible, station a volunteer with a flashlight at each aisle and exit, and have a lead person guide the exit process by telling groups of people to exit. Maintain communication with Festgoers and help direct the lines of people safely and smoothly from the area. Unless an exit is blocked because of a hazard, direct Festgoers to the nearest exits. Assist those who need assistance.

If an evacuation is anticipated or deemed necessary, shuttles will refrain from transporting people to the Park location and all shuttle busses will be staged at the park to assist in swift evacuation. When executing emergency evacuation plans, physical safety may outweigh physical distancing to maximize the safety of all attendees.

Active Shooter: We follow the Citizen's Response to Active Threat protocol as outlined by MUPD. We advocate the following three recommendations: The Best Option: Escape/Evacuate (using any available exit); The Next Best Option: Hide (if possible, block entry to your hiding place, lock the doors, and power off your cell phone; The Last Resort: Fight (extreme last resort).

Bomb Threat

Person taking call: remain calm and try to get as much information as possible. Check to see if the caller is using a noticeable number via caller ID. *After the Person hangs up:* report the threat to the nearest person in charge. DO NOT use a radio or any cellular or cordless phone. *Person in charge:* inform the Police of all pertinent information. Notify Channel 1, and do not alarm Festgoers. *AVCs and/or the VC* should do a cursory search around the building for suspicious items. Do not use cordless phones, radios, or cell phones in the area, as they may trigger detonation. *General:* report any unusual items. If you come into contact with unusual items or the device itself, do not touch it or use wireless devices near it. Wait for the police to arrive, and they will assist in evacuation. Not all bomb threats are legitimate, but should be treated as such. Panic will generally cause more harm than the threat, so remain calm.

Protest Policy

T/F does not advocate for or against the subject matter of our films. This does not prevent outside persons or groups from protesting a Film or Event. There are several different types of protests and protesters that require different types of actions or non-action. The first major differentiation is between people or groups protesting outside of the physical footprint of a Venue versus those attempting to do so within that footprint. The venue footprint is the interior

of any building and any outside queue of patrons waiting to get inside. If a person or group is protesting outside of that footprint, immediately notify your VC or an AVC, who will notify the Police. We do not have any authority to interact with a person or group outside of our footprint and the Police are ready to handle these situations. T/F does not allow any type of protest or disruptive speech inside the physical footprint of any of its venues. This includes signage, vocalizations, or any disruptive behavior. If there is any protest-related disruption of any film or event, immediately notify your VC or an AVC. They may decide to call 911 depending on the nature of the disruption. Stay safe; we do not expect or condone volunteers putting themselves into harm's way. Under certain circumstances, the Fest may have additional security in place inside a venue. In these cases, you will be made aware of their presence to assist with any disruptive behavior.

TF ALCOHOL MANAGEMENT PLAN

Contacts

On-site contacts for events during which alcohol is served:

Operations Director: Carly Love 817.225.5071

Events Director: Johanna Cox 631.678.7308

Booze Admirals: Mark Alexiou 573.355.3302, Adam Boisclair

Menu

A drink menu including serving size of each drink and alcohol by volume percentage will be supplied once True/False has received alcohol from designated sponsors. Drink pours being determined, we anticipate 12 oz cans of beer and 4oz wine (9oz cup), and alcohol will be supplied by Les Bourgeois Vineyards, Public House, and Logboat.

Entrance/Exit Staffing & Signage

A diagram of where alcohol will be distributed will be available in maps provide. Entrance/exits of alcohol service areas are monitored by staffed stanchions with two staff at each entrance/exit to ensure alcohol does not leave the event. Signage will be posted at all exits stating no is permitted beyond that point.

Bartender Training

We use smartmo.education. This is required of all bartenders in the City of Columbia and we believe it is sufficient for our needs. We require our volunteers who are event coordinators to take the class and provide us with their certificates. Our Event/Bar Staff policy can be found at the end of this document; we require every bartender to read and sign the policy document.

ID Checking

ID checkers are SMART certified and also attend an in-person ID training with Columbia Police Department prior to the Fest. IDs are checked at multiple venues throughout the Fest and individuals 21 and over are provided a wristband (barrel sliding lock fabric wristband or paper wristband based on quantity available) designating them of age. ID checkers verify age based on state issued identification cards or passports. Locations to obtain a 21+ wristband include:

- All events during which alcohol is served
 - Disco Garden
 - Wednesday, May 5: Happy Hour 6p-8p
 - Thursday, May 6: Happy Hour 7:30p-8:30p
 - Friday, May 7: Happy Hour 5P-8:30p
 - Saturday, May 8: Happy Hour 1p-8:30p (including Fete 4p-6p occurring in this space)
 - Sunday, May 9: Happy Hour 1p-8:30p
 - Big Field
 - Thursday, May 6: Flick-nic 6p-7:30p
 - Friday, May 7: @CTION 10p-1a
 - Sunday, May 9: Buskers Last Stand 10p-11:30p

- o Party space (Coopers Landing): Saturday, May 8

Insurance and Exemption

Certificate of Insurance Coverage, indicating coverage as outlined in [Exhibit E of 2021 Operations Agreement](#), with the City listed as additional insured. Alcohol will be supplied by Les Bourgeois Vineyards, Public House, and Logboat. A 501(c)(3) exemption letter can be found at [TF_MO_Tax-exempt.pdf](#).

Event/Bar Staff Policy (Please read carefully and sign and date below)

All volunteers must be 21 or older to work events and parties serving alcohol at the True/False Film Fest.

As a Event/Booze Team staff member, I agree to the following:

- To review the volunteer handbook (The Little Red Book)
 - To possess a current or acquire a new SMART Training certification card and to provide a copy to the Events Director (Johanna Cox) or Booze Admiral (Mark Alexiou)
 - To attend any required training session(s).
 - To arrive on time to my scheduled shifts.
 - To satisfactorily complete my scheduled shifts.
 - To NOT show up for my shift under the influence of alcohol or drugs
 - To NOT bring any friends to bartend, work, or attend events/parties without permission from the Booze Admiral
 - To be a good ambassador for the festival and to assist festival patrons and treat them with respect and courtesy at all times
 - To be vigilant about checking IDs, and to never, under any circumstances, serve anyone under the age of 21.
 - To never serve alcohol to anyone who appears to be intoxicated or impaired.
- Reminder: YOU can be held personally and legally responsibly, in addition to the Fest, for serving anyone under 21 or anyone who is already intoxicated.

I understand if I fail to meet any of the above requirements it may result in the termination of my employment and the forfeiture of any festival perks to which I may be eligible.

As a bar staffer with assigned shifts, I agree to notify the Booze Admiral (or volunteer coordinator) no later than two Mondays prior to the festival weekend if I am unable to participate or attend scheduled events.

I understand that neither True/False Film Festival nor any of its officers, employees, or volunteers shall be held liable for any claims seeking damages for personal injury or property damage that may arise out of my participation as a volunteer for the festival. I also agree to indemnify the True/False Film Fest, its officers, employees, volunteers, and the City of Columbia harmless on account of any such claims.

_____ (Signature)

_____ (Name)

_____ Date

TF ADA PLAN

All Fest venues are accessible by ADA standards. All festival film venues and venues that host special events that are open to the general public have wheelchair accessible entries, exits, restrooms, and access to our public drinking water stations.

Our venue staff provide needed assistance to patrons, and our venue management (Venue Captains and Assistant Venue Captains) have been specifically trained to provide exceptional assistance for persons with disabilities. If anyone requires assistance at any venue, they may check in with venue staff when they arrive at the venue, or contact Operations Director, Carly Love at least 24 hours prior to the event to request reasonable accommodations. Persons with disabilities may arrive at the venue and/or enter the venue early if needed, either to be seated or to wait in a seat (if they are using the Q).

Accessible parking will be available near all venues and assistance will be provided to those with mobility needs using golf cart shuttles.

We offer sign language interpretation to a few festival film Q&As, and those screenings are designated as such in the schedule, both in our program book and online. The two screens at Ragtag Cinema provide a limited number of assistive hearing devices. To access listening devices at that venue, patrons can check in with venue staff when they arrive. The other venues used for our festival are not actual theaters, so their facilities are not equipped with the systems necessary to provide listening devices or other similar devices, which is consistent with current ADA policies. We are making attempts to acquire a select number of assistive listening devices for the locations Stephens Lake Park. Audio description will be available at Ragtag Cinema through individual devices. This is communicated to Fest patrons through a variety of channels including the website, word of mouth, and social media.


In areas with power/technology, all cords, wires, hoses, etc., that are located within a path of travel will be ramped or placed within an ADA approved cord cover. If any elevation changes of more than ¼" vertical or ½" beveled are discovered, temporary ramps will be installed. An alternate path of travel will be implemented and marked with signage when the main path of travel is obstructed. We make every effort to make the main path of travel the same as the accessible path of travel.

TF 2021 Shuttle Plan





Parking Lots

-  Shuttle & Accessible Parking
-  Shuttle & Rideshare



Shuttle Bus Route

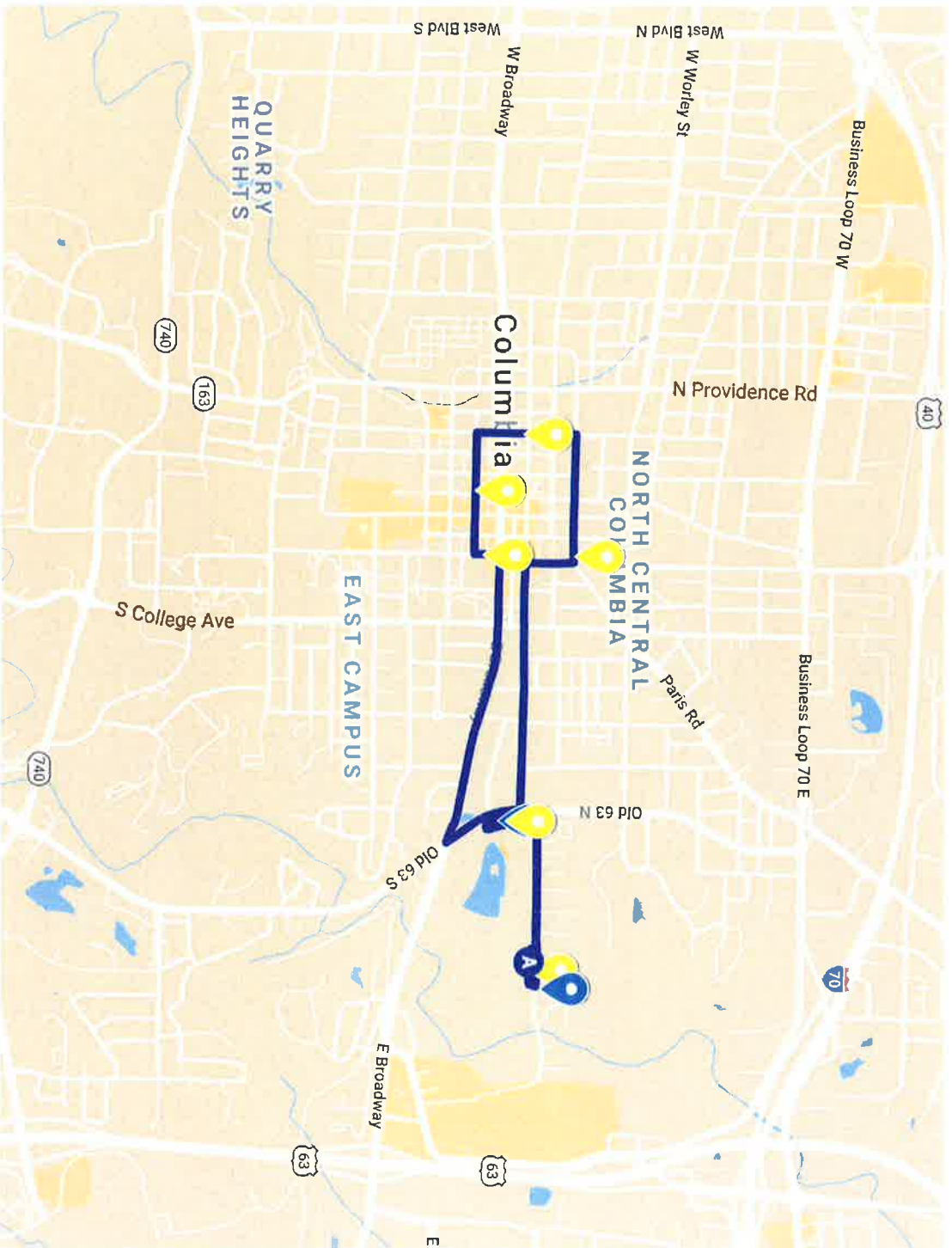
-  2300 E Walnut St, Columbia, MO 65201, USA
-  2300 E Walnut St, Columbia, MO 65201, USA

Shuttle Stops

-  Rose Park
-  5th & Walnut Garage
-  8th & Cherry
-  Ragtag Cinema

Rideshare

-  Rideshare Pickup/Drop Off
-  Rideshare 10pm Pick Up Only



T/F 2021 Traffic Plan

Walnut street will be limited to local residents, permitted vehicles, and cyclists.

We would request police presence for traffic control at the intersection of Old 63 and Walnut during the following times:

Wednesday, May 5: 5:30p-11p

Thursday, May 6: 5:30p-11p

Friday, May 7: 4:00p-12:30a

Saturday, May 8: 11a-12:30a

Sunday, May 9: 10a-11:30p

During these times, only cars with the designated permits will be allowed on Walnut.

Parking Lots

Old 63: Pick up/drop off of ride share, Fest school bus shuttles, accessible parking, the western most row of parking is open to the general public for park access

Broadway East: Food trucks, refrigeration truck, ice trailer, staff/musician parking

Broadway West: Food trucks, staff/musician parking, accessible parking for Sled Hill and COMO Village

*entrance to Broadway lots will be monitored by volunteer security

Reichmann Pavilion: Accessible parking, staff parking

Shuttle & Ride Share Plan

Busses: 3 school busses

Pick up/Drop Off points

- Rose Music Park
- Garagemahal
- Cherry & 8th
- Ragtag
- Splash Ground Parking Lot
- Reichmann Pavilion

Route: (see map)

<https://www.google.com/maps/d/edit?mid=1Zc7LERUUp5G4xIFYpoJxbBG7-gXTzmSP&usp=sharing>

Hours: 2 hours before first scheduled event and 1 hour after last event ends

How To Ride: Anyone can hop on

Rideshare and Taxis: Pick/up Drop off from Splash ground parking lots

Parking Permits

True/False will provide parking permits that will be sequentially numbered irreproducible, and will be registered to the address to which they are issued.

Timeline for East Walnut Neighborhood Parking Pass Process

March 17: TF & CVB confirm letter and inserts to mail

March 23: All residents and businesses have letter in hand

April 1-30: Residents may pick up parking permits from CVB

April 13: Deadline for requests of additional permits

April 27-30: Approved additional permits may be picked up from CVB

May 3, 4: Permit pick up at Reichmann Pavilion 5p-8p

Traffic plan explanation

- Old Highway 63 will be northbound only from Jack Estes to Hinkson
- Walnut will be westbound only from William to Old Highway 63
- Traffic going south on Old Highway 63 will have to turn west on Hinkson
- Traffic going north on Old Highway 63 can go west at the south intersection with Walnut or continue north on Old Highway 63
- Traffic going west on the closed portion of East Walnut from Stephens Park will only be allowed to turn north (right) on Old Highway 63. No left (south) turns will be allowed.
- Bikes with street legal lighting (front light and rear reflector or light) will be permitted on Walnut Street and expected to follow the same flow of traffic.

True/False Film Fest
5 S Ninth Street
Columbia, Missouri 65201

True/False Film Fest
May 5-9, 2021 Stephens Lake Park, Ragtag Cinema, Drive-In

The 2021 True/False Film Fest, an international documentary film, music, and art festival, will take place at Stephens Lake Park, Ragtag Cinema, a Drive-In location, and Cooper's Landing on May 5 through 9, 2021. Each location's operational health plan is outlined below.

STEPHENS LAKE PARK OPERATIONAL HEALTH PLAN

The park will accommodate more than 2,500 people across 116 acres. There will be four main venues, two food truck areas, one vendor area (COMO Square), and a sprinkling of gathering areas throughout the park. Attendees will have the opportunity to browse a variety of local vendors in the "COMO Square" area, attend concerts and engage with art installations during the day, and watch movies when the sun goes down.

How to get in

Attendees will arrive at the park by walking, biking, RideShare, taxi, or Fest provided school bus shuttles (see transportation section). The park will be open to the public with access to playgrounds and COMO Square. For film/music venues and other concession areas, attendees will be required to have a ticket or pass to enter. Digital ticketing options are available. We encourage attendees to utilize digital tickets. Each venue will have designated physically distant and marked seating (see venue section).

Upon arrival to the park, ticket holders will go to a designated location to pick up a pod assignment (based on their group size) and arrival time. Venues will open one hour before films/concerts begin and there will be four 15-minute arrival windows based on pod assignment. Example, pod L5 is a 3-person pod and the group should arrive between 7:15-7:30pm. This system allows for us to control the area similar to a host at a restaurant, and reduce crowding during load-in similar to having a boarding group for a plane.

The exact layout of each venue is available in Appendix B. When an attendee enters a venue, they will be greeted by a staff member, who will scan their ticket before directing them to a seating area. Marked seating areas are assigned based on pod sizes of 2, 3, or 4 people. We will have staff to direct attendees to designated seating areas.

The park as a whole will not be barricaded and community members will be free to come and go as they please. For each area used directly by the Fest including film/music venues, COMO Square, and Council Circle there will be contained boundaries and specific entry/exit areas to monitor capacity.

To enter a venue for a film/concert/event, an individual is required to have a ticket. We will open venues 60 minutes prior to films/concerts/events start times, and earlier when possible. Attendees are encouraged to arrive when the venue opens to limit long lines waiting to get in, and we will use multiple entry points for each venue when available and possible.

Tickets will be sold in advance and we anticipate shows being sold out. If tickets remain, tickets will be available at the outdoor Box Office and online. We will also have a physically distanced line (Q line) at each venue where individuals or pods may purchase a ticket for open seats before the film begins each night. Most tickets have an associated contact and lists for contact tracing may be generated using this information.

A Q line will be utilized at each venue for concerts and film screenings to allow individuals who have not purchased a ticket to gain entry if space permits. Individuals in the Q line will be spaced out with markings on the ground to physically distance the line. We have reduced the number of tickets/spaces available through the Q line for this year to limit the number of people in line. Each person in line is given a number and once all numbers have been handed out, nobody else will be permitted to get in the Q line. Line managers are trained in crowd management and well-versed in customer service, and are well-prepared to deter anyone that does not have a number from getting in line.

Transportation

Attendees are encouraged to walk and bike to the Fest. Parking will be limited throughout the park lots; parking will be available downtown, Boone Hospital Center overflow parking, and at the Conley Avenue Shopping Center. Open air shuttles, such as golf carts and busses with all windows down, will be used to shuttle attendees from the downtown parking areas.

Bus shuttles will run continuous loops and be staged at the two park shuttle points at the end of the evening to mitigate attendees standing in line for a long duration of time before boarding. Line management staff will be on site at both park shuttle points to manage crowds at the end of the night.

Through signage we will encourage physical distancing at shuttle stops in the downtown area; at the park, we will utilize both signage and volunteers/staff to manage lines waiting to get on shuttles. Within the park, attendees will walk to their desired locations. Attendees requiring accommodations for walking will have access to accessible golf cart rides.

Venues

Capacity calculated based on square footage of seating area within venue boundaries. Rectangular pods for 2, 3, and 4 persons measure 5ft deep and 6ft, 8ft, and 10ft wide respectively. The percentage of pods was determined by sample size of previous Fest years and calculated at 70% for 2 person, 10% for 3 person, and 20% four person. Six foot aisles and rows separate every pod. Pods will be outlined in marking paint and arrows will designate aisle direction. One way aisles lead from the exterior to interior center with alternating directions to allow individuals physically distanced room to walk out of their pod in either direction when necessary. When possible, multiple entrances and exits are available to reduce lines. Capacities will be tallied and monitored via our ticketing system and clicker system with communication between multiple entry points when applicable.

Attendees will be able to access a concessions area within most film/concert venues (except at Sapling and Council Circle). The area will have physically distanced line markers demarcated on the ground and a line manager will monitor the area.

See **Appendix A** for additional information re: capacities of each venue and **Appendix B** for seating arrangements.

During concerts and busking sets on stage, performers will be more than 10ft from attendees. performers actively performing on stage who are a part of the same household/pod will not be required to stay 6ft apart from each other. If performers are from different households/pods they will be physically distanced during their performances. When not performing, performers and artists will be expected to wear masks and abide by all covid protocols.

Amphitheater

- Seating area square footage: 33,628 sq ft

- Capacity: 585
- Film and music venue
- One concession tent open during films/concerts/events
- Access: Two entry/exit points, pass/ticket, open to public for 2-3 free shows during the Fest

Sled Hill

- Seating area square footage: 42,500 sq ft
- Capacity: 739
- Film and music venue
- Access: Two entry/exit points, pass/ticket only

Sapling

- Seating area square footage: 21,000 sq ft
- Capacity: 260
- Film only venue
- Access: Two entry/exit points, pass/ticket only

Twelve Point

- Seating square footage: 41,033 sq ft
- Capacity: 712
- Film and music venue
- One concession tent open during films/concerts/events, specific times TBD
- Access: Two entry/exit points, pass/ticket only

Council Circle

- This area is located just north of the Discovery Garden. There will be no concessions for this venue.
- Seating square footage: 2,439
- Capacity: 37
- Speaker venue
- Access: One entry point, two exits, pass/ticket only

Schedule of Events

This schedule is subject to change and a comprehensive schedule of events will be provided as it develops. Films and events will have staggered start times to reduce congestion of pathways. All venues will open one hour before show time and during this hour, a busker (musician) will be playing on stage. Attendees will have an opportunity to be dismissed before the Q&A begins and again once the Q&A is over. During the Q&A, an attendee may signal an usher to request to leave or use the restroom as long as there is no additional foot traffic.

Film Q&As will be either pre-recorded or conducted physically distanced in front of the screen at the end of the film. For in-person Q&As, each person will have their own microphone. For questions from the audience, a text to ask program will be used and moderated by a staff member, with attendees remaining in their seats and not walking up to a microphone.

Tuesday, May 4

The Amphitheater will be tentatively used for a staff, volunteer, and invite-only screening. The film will begin at approx 8:15pm.

Wednesday, May 5

Films at 8:15pm, 8:30pm (2), and 8:45pm

Thursday, May 6

Films at 8:15pm, 8:30pm (2), and 8:45pm

Friday, May 7

Music sets: 6pm-8pm

Films at 8:15pm, 8:30pm(2), and 8:45pm

Saturday, May 8

Music sets: 12pm (2), 2pm, 4pm (2)

Films at 8:15pm, 8:30pm (2), and 8:45pm

- 10:00pm-midnight: Gimme Truth! Gameshow (Amphitheater)
 - ****This event functions the same as a film/concert at the venue.****
 - Attendees will be seated in the same fashion as a film screening in their respective marked locations throughout the show. In the same way as a Q&A the host and panelists will have individual microphones and be physically distanced from one another in front of the screen.

Sunday, May 9

Music sets: 12pm (2), 2pm, 4pm (2)

Films at 8:15pm, 8:30pm (2), and 8:45pm

Food and Drink

Food and drink will be distributed for purchase by licensed food vendors from a food truck or concession area. In high traffic vendor areas, physically distant markers will be used to space lines, and line managers will be present to manage crowds if necessary.

After making a purchase at a concession tent at a film/concert venue, attendees will return to their assigned pod. Signage and volunteers/staff on site will remind patrons to find a seat to consume their food/beverage. We would like to request an exception to the current order of only sitting during consumption in the event a patron chooses to stand in their designated physically distanced space to consume their food/beverage. Example: A patron who has been seated for most of the concert goes to get a beverage and when returning to their spot, it is intermission and they'd like to stretch their legs by standing in their designed area while also consuming their beverage and discussing the concert with the other people in their direct pod.

Restrooms

Portable toilets and permanent restrooms will be available throughout the park. All restrooms and handwashing stations will be monitored for supplies and restocked by staff as needed. Hand sanitizing stations will be dispersed throughout the park and personal hand sanitizer will be provided to attendees upon entry while supplies last. Physically distanced markers will be noted on the ground to encourage physical distancing while waiting in line.

Trash

Solid waste and recycling will be handled by our Green Team. The Green Team will monitor all trash/recycling receptacles throughout the park and empty them as needed. They will transport all trash/recycling to designated areas of the park with dumpsters and recycling receptacles.

Inclement Weather Plans

These plans continue to evolve and we are further consulting with our Special Operations team to increase swift emergency response to inclement weather.

Our team is accustomed to monitoring the weather closely. A designated staff member will be responsible for monitoring weather each day and in the weeks leading up to the Fest. A team, including Executive Directors, Operations Director, Technical Director, and Special Operations Coordinators will determine if a film, event, or

day of the Fest will require cancellation due to inclement weather. We will communicate to all fest attendees/staff/volunteers and the general public using our website, social media channels, and direct email to attendees with specific information.

For all events and films, we will delay for thunder/lightning up to 1 hour before cancelling. If thunder/lightning occurs in the middle of a film, we will delay up to 1 hour before cancelling. We will resume films when the storm clears within a 1 hour window. When seeking physical safety, individuals are expected to continue practicing good hygiene, wearing masks, and, when possible, physically distancing. In the event of inclement weather, shuttle busses will be staged to remove attendees from the park area as quickly as possible and seek more accessible shelter in the downtown area. When executing emergency evacuation plans, physical safety may outweigh physical distancing to maximize the safety of all attendees.

Additional COVID-19 Precautions

Pending recommendations by the Boone County Department of Health and Human Services and the Center for Disease Control and Prevention, we will update these precautions as needed.

If all remains the same:

- We are asking all patrons to wear masks unless actively eating and drinking. This includes all venues, concession areas and COMO Square. We will provide masks for all staff working the event if they are unable to provide their own.
- All staff will be asked to wear masks, stay home if feeling sick, isolated or quarantined, wash their hands frequently, and eat in shifts. We will work to create pods of staff who work together throughout the duration of the Fest to encourage stable groups.
- Signage will be posted throughout the park encouraging attendees to wear masks, wash their hands, and avoid contact outside of their household/pod.
- Reichmann Pavilion will be our staff headquarters and staff/volunteers will be required to answer daily COVID-19 symptom tracking questions.
- A clean team will make rounds throughout the park and disinfect high touch surfaces such as restroom door handles, water dispensers, picnic tables, and interactive art installations.
- A portion of our staff will be trained in all health precautions, protocols, and de-escalation in the same manner they are trained in safety and crowd management for typical Fest years. These staff include our internal Core staff, Venue Management Staff, and Special Operations team. Volunteers will be provided basic health precaution information and expected to model our health protocols while carrying out volunteer duties.

We will be asking daily screening questions to staff members when they report to work.

Any staff member that answers yes will be directed to return home and contact their PCP or urgent care for further instruction and information. If possible, options for teleworking will be provided.

<https://www.cdc.gov/screening/paper-version.pdf>

- 1) Have you experienced any of the following symptoms in the past 48 hours:
 - fever or chills
 - cough
 - shortness of breath or difficulty breathing
 - fatigue
 - muscle or body aches
 - headache
 - new loss of taste or smell
 - sore throat

- congestion or runny nose
 - nausea or vomiting
 - diarrhea
- 2) Within the past 14 days, have you been in close physical contact (6 feet or closer for a cumulative total of 15 minutes) with:
 - Anyone who is known to have laboratory-confirmed COVID-19?OR
 - Anyone who has any symptoms consistent with COVID-19?
 - 3) Are you isolating or quarantining because you may have been exposed to a person with COVID-19 or are worried that you may be sick with COVID-19?
 - 4) Are you currently waiting on the results of a COVID-19 test?

Appendix A (Capacities Chart)

Venue	Square footage of seating	Mixed size pods with 6ft aisles	2 people pods (70%) 5'x6'	Capacity	3 people pods (10%)	Capacity	4 people pods (20%)	Capacity	VENUE CAPACITY
STEPHENS LAKE PARK									
Amphitheater	33,628	235	164	328.00	23	69.00	47	188	585
Twelve Point	41,033	287	200	400.00	28	84.00	57	228	712
Sled Hill	42,500	297	208	416.00	29	87.00	59	236	739
Sapling	21,000	105	73	146.00	10	30.00	21	84	260
Film screens only total		925							2296

Appendix B (Seating & Park Map)

See attached PNG.

True/False Film Fest
5 S Ninth Street
Columbia, Missouri 65201

Waffles with Wilson Operational Health Plan

Sunday May 9th the fest day will begin with a new event called WAFFLES WITH WILSON. This event will take place in the Stephens Lake Amphitheater. And all operational plans will remain the same as in our theater operations health plan. This event will allow for 140 people.

The waffles for this event will be made on stage at the Amphitheater by David Wilson with assistance from event volunteers. They will be wearing a hat, masks, gloves, and apron during the food prep.

Attendees will be required to have a ticket or pass to enter this event. Digital ticketing options are available. We encourage attendees to utilize the digital tickets.

Tickets will be sold in advance and we anticipate the show being sold out. If tickets remain, tickets will be available at the outdoor Box Office and online. We will also have a physically distanced que-ing line at each venue where individuals or pods may purchase a ticket for open seats before the event begins. Most tickets have an associated contact and lists for contact tracing may be generated using this information.

Upon arrival to the park, ticket holders will go to a designated location to pick up a pod assignment (based on their group size) and arrival time. The venue will open one hour before the event begins and there will be four 15-minute arrival windows based on pod assignment. (Example, pod L5 is a 3-person pod and the group should arrive between 7:15-7:30pm.) This system allows for us to control the area similar to a host at a restaurant and reduce crowding during load in similar to having a boarding group for a plane.

A Q line will be utilized at each venue for concerts and film screenings to allow individuals who have not purchased a ticket to gain entry if space permits. Individuals in the Q line will be spaced out with markings on the ground to physically distance the line. We have reduced the number of tickets/spaces available through the Q line for this year to limit the number of people in line. Each person in line is given a number and once all numbers have been handed out, nobody else will be permitted to get in the Q line.

Patrons will enter the Amphitheater from the south entrance, receive a squirt of hand sanitizer, pick up a plate of waffles, walk to a toppings bar where they will be served by a staff member, then directed to their assigned pod by a venue staff member. The patron will then remove their mask to eat their waffles. Each pod will be equipped with a trash bag where the patron will place their trash and tie it up. The trash bags will be collected by our green team at the end of the event.

Because the ticket capacity for this event is smaller than the venue capacity there will be more space available. We will seat people in every other pod so allow for more room between parties.

While the patrons are enjoying their waffles David Wilson and a guest will be on stage doing an interview. David and the guest will be masked, 6ft apart, and using individual microphones.

When the program is finished each row will be dismissed to ensure that crowding does not happen at the exits.

All venues will have marked physically distanced seating pods and have a staff to attendee ratio of approximately 1:50. Marking paint will be used to outline each pod and aisle directions. All venues will have clear entry/exit routes where capacities will be tallied and monitored.

Schedule of Events

9:00am doors open and busker begins playing

9:00am First seating group enters

9:15am Second seating group enters

9:30am Third seating group enters

9:45am Fourth seating group enters

10:15am Program begins

11:30am Program ends rows dismissed

Green team enters for cleaning

Food and Drink

Waffles- See above.

Beverages will be available from a licensed bartender at a designated concession area. All servers will have the necessary certifications to serve alcohol and non alcoholic beverages. Patrons will be required to wear their mask as they walk to the concession stand, order, and return to their pod. In high traffic vendor areas, physically distant marks will be used to space lines as well as volunteers to manage crowds if necessary.

Restrooms

Portable toilets and permanent restrooms will be available throughout the park. All restrooms and handwashing stations will be monitored for supplies and restocked by staff as needed. Hand sanitizing stations will be dispersed throughout the park and personal hand sanitizer will be provided to attendees upon entry while supplies last.

Trash

In general solid waste and recycling will be handled by our Green Team. The Green Team will monitor all trash/recycling receptacles throughout the park and empty them as needed. They will transport all trash/recycling to designated areas of the park with dumpsters and recycling receptacles.

For this specific event each pod will be given a trash bag and they will bag their own waffle trash. The bag will be picked up by the green team.

Additional COVID-19 Precautions

We are asking all patrons to wear masks unless actively eating and drinking AND in their designated pod area. This includes all venues, concession areas and venue hub. We will provide masks for all staff working the event if they are unable to provide their own.

All staff will be asked to wear masks, stay home if feeling sick, isolated or quarantined, to wash their hands frequently, and eat in shifts. We will work to create pods of staff who work together throughout the duration of the Fest to encourage stable groups.

Signage will be posted throughout the park encouraging attendees to wear masks, wash their hands, and avoid contact outside of their household/pod.

Reichmann Pavilion will be our staff headquarters and staff/volunteers will be required to answer daily COVID-19 symptom tracking questions.

A clean team will make rounds throughout the park and disinfect high touch surfaces such as restroom door handles, water dispensers, picnic tables, and interactive art installations.

True/False Film Fest
5 S Ninth Street
Columbia, Missouri 65201

@CTION Operational Health Plan

Big Field, aptly named for its 1.85 acre size is home to events during True/False. @CTION is the iconic DJ Dance Party.

How to get in

Upon arrival to the park, ticket holders will go to a designated location to pick up a pod assignment for the event (based on their group size) and arrival time. The field will open one hour before events begin and there will be four 15-minute arrival windows based on pod assignment. Example, pod L5 is a 3-person pod and the group should arrive between 5:30pm-5:45pm. This system allows for us to control the area similar to a host at a restaurant, and reduce crowding during load-in similar to having a boarding group for a plane.

@CTION: For the Big Field specifically, because patrons will be coming to @CTION from their previous film, we will provide flight numbers based on the end time of a film. We will do our best to stagger the endings so that Twelve Point's film ends first with cascading endings toward the west. This will allow attendees in Twelve Point to get to the Big Field first before additional people enter this area of the park.

Given the nature of the event, we've selected 2, 4, and 8 person pods. A pod is a group of people that lives in the same household or has agreed to be a part of the same household for the duration of the event. Two person pods are 10ftx10ft, four person pods are 12ftx12ft, and eight person pods are 14ftx14ft. There are six foot aisles separating all pods. This will allow a capacity of 750 individual attendees. We will use the same layout as Flick-nic and the unused north east corner of the field for line management of a bar. Staff will be throughout the area at a ratio of 1:50 to remind people (along with signage) to stay within their pods.

Load in/load out will happen in opposite directions. We'll load from south to north and load out from north to south. This will allow attendees enough time to enjoy the atmosphere before having to leave too soon. We will also coordinate the distribution of a pod number based on the time an attendee's film will end. This will allow staggered entry/exit as well as reduce large groups of people from walking to the same place at the same time.

Due to the terrain and lighting of the venue, there will only be one entry/exit flow. The area entry/exit corral is greater than 100ft wide and 200ft long. An emergency exit will be available on the northeast corner of the field, however this is only for emergencies as the area will only have natural light and the terrain has a high potential for being swampy if rain has occurred. This will also limit people exiting and getting on the park pathway in large groups where we do not have staff to monitor crowd sizes.

One centralized DJ booth will be placed in the middle of the space as designed by the orange star on the map. (This placement is subject to change pending power requirements. If the location moves, it will maintain the same health protocols outlined here.) The DJ will be 10ft or more patrons. Musicians actively performing, who are a part of the same household/pod, will not be required to stay 6ft apart from each other. If musicians are from different households/pods they will be physically distanced during their performances. When not performing, musicians and artists will be expected to wear masks and abide by all covid protocols.

Specifically for this event, we encourage hats with pool noodles, any Met Gala attire, and fashions similar to Lady Gaga's on Inauguration Day. Attendees are encouraged to engage with their own pod and use gestures such as jazz hands, air high fives, and air hugs to greet or engage with other attendees from a safe distance. We are seeking an exemption to the current health order to allow for dancing in physically distant areas as marked on the ground and the ability to stand while consuming a beverage in the same physically distanced area.

Schedule of Events

10:00pm doors open
10:0pm First seating group enters
10:15pm Second seating group enters
10:30pm Third seating group enters, DJ begins
10:45pm Fourth seating group enters
1:00am Program ends, rows dismissed
Green team enters for cleaning once the area is clear.

Food and Drink

Food will not be served in the Big Field for @CTION. Two bars located on opposite sides of the venue will be operated by a licensed distributor. Beverages will be available from a licensed bartender at a designated concession area. All servers will have the necessary certifications to serve alcohol and non alcoholic beverages.

Patrons will be required to wear their mask as they walk to the bar, make their selection, and return to their pod. In high traffic areas, physically distant marks will be used to space lines as well as volunteers to manage crowds.

Restrooms

Restrooms will not be available to the general public. Restrooms are available in businesses surrounding the location and staff are permitted to use bathrooms inside the Berkshire Hathaway building adjacent to the plaza.

Trash

Waste and recycling receptacles are available on site and our staff will take care of replacing trash bags on an as needed basis.

Additional COVID-19 Precautions

Pending recommendations by the Boone County Department of Health and Human Services and the Center for Disease Control and Prevention, we will update these precautions as needed. If all remains the same:

- We are asking all patrons to wear masks unless actively eating and drinking. We will provide masks for all staff working the event if they are unable to provide their own.
- All staff will be asked to wear masks, stay home if feeling sick, isolated or quarantined, to wash their hands frequently, and eat in shifts. We will work to create pods of staff who work together throughout the duration of the Fest to encourage stable groups.
- Signage will be posted throughout the park encouraging attendees to wear masks, wash their hands, and avoid contact outside of their household/pod.
- Reichmann Pavilion will be our staff headquarters and staff/volunteers will be required to answer daily COVID-19 symptom tracking questions.

- A clean team will make rounds throughout the park and disinfect high touch surfaces such as restroom door handles, water dispensers, picnic tables, and interactive art installations.
- A portion of our staff will be trained in all health precautions, protocols, and de-escalation in the same manner they are trained in safety and crowd management for typical Fest years. These staff include our internal Core staff, Venue Management Staff, and Special Operations team. Volunteers will be provided basic health precaution information and expected to model these while carrying out volunteer duties.

UNDER REVIEW PENDING APPROVAL

True/False Film Fest
5 S Ninth Street
Columbia, Missouri 65201

Audio Storytelling Booth Operational Health Plan

In collaboration and with KBIA and The State Historical Society of Missouri we will be hosting an audio storytelling booth to record Boone County stories as part of a larger project for Missouri's bicentennial.

The story telling booth will be placed in Island Pavilion and will maintain the same hours as COMO Square. Under the pavilion, there will be two [portable vocal isolation booths](#). These booths will be used to record individuals' stories.

When a patron is ready to tell a story they will come to the tent. A volunteer/staff member will have them fill out their contact info so we can track all participants. A patron will enter one of the booths, remove their mask, tell their story, replace their mask and leave the booth. Then a volunteer/staff will wipe down the entire isolation booth, focusing on the microphone and high touch areas. We will be using CloroxPro™ Clorox Total 360® Disinfecting Cleaner.

At the booth physically distant marks will be used to space lines as well as volunteers to manage crowds if necessary. If we get a lot of interest we will switch to a sign up method where we have patrons sign up in 15 min intervals and they will be asked to sign up and return when it is their time.

Picture of the booth in use (PLEASE NOTE: The booth is 4 sided, this is just for a visual. We will not be using headphones):



Schedule of Events

Saturday, May 8

Booth open 11am-8pm

Sunday, May 9

Booth open 11am-8pm

Food and Drink

Food and drink will not be served.

Restrooms

Portable toilets and permanent restrooms will be available throughout the park. All restrooms and handwashing stations will be monitored for supplies and restocked by staff as needed. Hand sanitizing stations will be

dispersed throughout the park and personal hand sanitizer will be provided to attendees upon entry while supplies last.

Trash

In general solid waste and recycling will be handled by our Green Team. The Green Team will monitor all trash/recycling receptacles throughout the park and empty them as needed. They will transport all trash/recycling to designated areas of the park with dumpsters and recycling receptacles.

For this specific event each pod will be given a trash bag and they will bag their own waffle trash. The bag will be picked up by the green team.

Additional COVID-19 Precautions

We are asking all patrons to wear masks unless actively eating and drinking AND in their designated pod area. This includes all venues, concession areas and venue hub. We will provide masks for all staff working the event if they are unable to provide their own.

All staff will be asked to wear masks, stay home if feeling sick, isolated or quarantined, to wash their hands frequently, and eat in shifts. We will work to create pods of staff who work together throughout the duration of the Fest to encourage stable groups.

Signage will be posted throughout the park encouraging attendees to wear masks, wash their hands, and avoid contact outside of their household/pod.

Reichmann Pavillion will be our staff headquarters and staff/volunteers will be required to answer daily COVID-19 symptom tracking questions.

A clean team will make rounds throughout the park and disinfect high touch surfaces such as restroom door handles, water dispensers, picnic tables, and interactive art installations.

UNDER REVIEW PENDING APPROVAL

True/False Film Fest
5 S Ninth Street
Columbia, Missouri 65201

Buskers Last Stand Operational Health Plan

Sunday, May 9th the fest will end with our traditional BUSKERS LAST STAND. This event will take place in the Big Field, and all operational plans will remain the same as in our theater operations health plan. This event will allow for 750 people.

- Located in the Big Field with a variety of marked physically distanced spaces, this ode to the wonderful weekend will involve access to a bar and successive musical performances. Attendees are encouraged to engage with their own pod and use gestures such as jazz hands, air high fives, and air hugs to greet or engage with other attendees from a safe distance. We are seeking an exemption to the current health order to allow for an 11:00pm end time, dancing in physically distant areas as marked on the ground and the ability to stand while consuming food/beverage in the same physically distanced area.

Attendees will remain in their pods as they enjoy the music and dance. Attendees are encouraged to engage with their own pod and use gestures such as jazz hands, air high fives, and air hugs to greet or engage with other attendees from a safe distance.

We are seeking an exemption to the current health order to allow dancing in physically distant pods as marked on the ground and the ability to stand while consuming food/beverage in the same physically distanced pod.

Attendees will be required to have a ticket or pass to enter this event. Digital ticketing options are available. We encourage attendees to utilize the digital tickets.

Tickets will be distributed in advance and we anticipate this event being sold out. If tickets remain, tickets will be available at the outdoor Box Office and online. We will also have a physically distanced que-ing line at each venue where individuals or pods may obtain a ticket for open seats before the event begins. Most tickets have an associated contact and lists for contact tracing may be generated using this information.

A Q line will be utilized at the event to allow individuals who have not purchased a ticket to gain entry if space permits. Individuals in the Q line will be spaced out with markings on the ground to physically distance the line. We have reduced the number of tickets/spaces available through the Q line for this year to limit the number of people in line. Each person in line is given a number and once all numbers have been handed out, nobody else will be permitted to get in the Q line.

Upon arrival to the park, ticket holders will go to a designated location to pick up a pod assignment (based on their group size) and arrival time. The venue will open one hour before the event begins and there will be four 15-minute arrival windows based on pod assignment. (Example, pod L5 is a 3-person pod and the group should arrive between 7:15-7:30pm.) This system allows for us to control the area similar to a host at a restaurant and reduce crowding during load in similar to having a boarding group for a plane.

Given the nature of the event, we've selected 2, 4, and 8 person pods. A pod is a group of people that lives in the same household or has agreed to be a part of the same household for the duration of the event. Two

person pods are 10ftx10ft, four person pods are 12ftx12ft, and eight person pods are 14ftx14ft. There are six foot aisles separating all pods. This will allow a capacity of 750 individual attendees. We will use the same layout as Flick-nic and the unused north east corner of the field for line management of a bar. Staff will be throughout the area at a ratio of 1:50 to remind people (along with signage) to stay within their pods.

Musicians will be placed throughout the space as designed by the navy stars on the map. The musicians may move from one area to another following the one direction rows. This allows attendees to hear multiple musicians while reducing the number of people moving through the area. The performers will be a distance of 10ft or away from more patrons. Musicians actively performing who are a part of the same household/pod will not be required to stay 6ft apart from each other. If musicians are from different households/pods they will be physically distanced during their performances. When not performing, musicians and artists will be expected to wear masks and abide by all covid protocols.

When the program is finished each pod will be dismissed to ensure that crowding does not happen at the exit. Then each musician pod will break down and exit.

All venues will have marked physically distanced seating pods and have a staff to attendee ratio of approximately 1:50. Marking paint will be used to outline each pod and aisle directions. All venues will have clear entry/exit routes where capacities will be tallied and monitored.

Schedule of Events

9:00pm doors open

9:00pm First seating group enters

9:15pm Second seating group enters

9:30pm Third seating group enters

9:45pm Fourth seating group enters

10:15pm BUSKERS LAST STAND begins, bands play in a round robin style

11:30pm Program ends, rows dismissed

Green team enters for cleaning when the field is clear.

This schedule is subject to change based on the film end times which are still being determined.

Food and Drink

Food- there will be not food served at this event.

Beverages will be available from a licensed bartender at a designated concession area. All servers will have the necessary certifications to serve alcohol and non alcoholic beverages. Patrons will be required to wear their mask as they walk to the concession stand, order, and return to their pod. In high traffic vendor areas, physically distant marks will be used to space lines as well as volunteers to manage crowds if necessary.

Restrooms

Portable toilets and permanent restrooms will be available throughout the park. All restrooms and handwashing stations will be monitored for supplies and restocked by staff as needed. Hand sanitizing stations will be dispersed throughout the park and personal hand sanitizer will be provided to attendees upon entry while supplies last.

Trash

In general solid waste and recycling will be handed by our Green Team. The Green Team will monitor all trash/recycling receptacles throughout the park and empty them as needed. They will transport all trash/recycling to designated areas of the park with dumpsters and recycling receptacles.

Additional COVID-19 Precautions

We are asking all patrons to wear masks unless actively eating and drinking AND in their designated pod area. This includes all venues, concession areas and venue hub. We will provide masks for all staff working the event if they are unable to provide their own.

All staff will be asked to wear masks, stay home if feeling sick, isolated or quarantined, to wash their hands frequently, and eat in shifts. We will work to create pods of staff who work together throughout the duration of the Fest to encourage stable groups.

Signage will be posted throughout the park encouraging attendees to wear masks, wash their hands, and avoid contact outside of their household/pod.

Reichmann Pavillion will be our staff headquarters and staff/volunteers will be required to answer daily COVID-19 symptom tracking questions.

A clean team will make rounds throughout the park and disinfect high touch surfaces such as restroom door handles, water dispensers, picnic tables, and interactive art installations.

UNDER REVIEW PENDING APPROVAL

True/False Film Fest
5 S Ninth Street
Columbia, Missouri 65201

COMO Square Operational Health Plan

COMO Square, located in the southwest corner of the park, is a 66,000 sq ft area dedicated to local businesses, sponsors, and artists. Snow fencing will be used to mark the perimeter of the area. This area will provide an opportunity to engage, shop, and eat.

Based on square footage, we are proposing a capacity of 1,000 people for this area. Please see map for layout. This layout is subject to change based on the number of vendors that sign up and the type of vendors. Food/beverage vendors will be placed on the east side of the area while retail vendors will reside in the north area. The southern part of COMO Square will be open for people to sit while eating/drinking anything they've purchased from a food/beverage vendor. Signage will be used to encourage physical distancing when sitting in this area. Attendees are encouraged to sit on a blanket or lawn chair; there will be some picnic tables available in this area. A staff member will monitor this area.

Walkways through this area will be greater than 20ft in width to allow for two way pedestrian traffic flow; however, one way traffic flow is encouraged based on the set up of the vendor corridor. For vendor areas that have a higher likelihood of prolonged interaction (greater than 15 minutes) such as interactive art, a larger space will occur between them and other vendors. Signage will be used to encourage physical distancing and vendors will be asked to enforce physically distanced lines when lines form. Space for lines will be accounted for when setting up the areas.

How to get in

Two entry/exit points are available in COMO Square, one on the northwest corner closest to the parking lot and the other on the northeast corner located near the entrance to the boardwalk. Capacity will be monitored and tallied at each entrance/exit with communication via two-way radio. The area is open to the public and does not require a ticket or pass to enter.

Schedule of Events

COMO Square is open at the following times:

Friday, May 7 5p-9p

Saturday, May 8 11a-9p

Sunday, May 9 11a-9p

Vendors will receive an assigned set up time throughout the day on Friday to mitigate any congestion in the parking lot and loading areas.

Restrooms

Portable toilets and permanent restrooms will be available throughout the park. All restrooms and handwashing stations will be monitored for supplies and restocked by staff as needed. Hand sanitizing stations will be dispersed throughout the park and personal hand sanitizer will be provided to attendees upon entry while supplies last. Physically distanced markers will be noted on the ground to encourage physical distancing while waiting in line.

Trash

Solid waste and recycling will be handled by our Green Team. The Green Team will monitor all trash/recycling receptacles throughout the park and empty them as needed. They will transport all trash/recycling to designated areas of the park with dumpsters and recycling receptacles.

Food and Drink

Food and drink will be distributed for purchase by licensed food vendors from a food truck or concession area. In high traffic vendor areas, physically distant marks will be used to space lines, and line managers will be present to manage crowds if necessary. Signage and volunteers/staff on site will remind patrons to find a seat to consume their food/beverage.

Additional COVID-19 Precautions

Pending recommendations by the Boone County Department of Health and Human Services and the Center for Disease Control and Prevention, we will update these precautions as needed.

If all remains the same:

- In the COMO Square area with a variety of vendors, all vendors will be required to abide by an agreed upon health operational plan as outlined by this document, including: physical distancing within their booths, masking, and disinfecting high touch points. Information will be relayed to them via our sponsorship team. Most vendors are businesses that are already operating with their own health plans similar to this one and we expect that our expectations of them will not be a surprise or hindrance to their participation. Vendors will be asked to provide contact information for staff operating their areas for contact tracing purposes.
- We will ask all COMO Square vendors and their staff to self monitor for symptoms and stay home if sick, quarantined or isolated.
- We are asking all patrons to wear masks unless actively eating and drinking. We will provide masks for all staff working the event if they are unable to provide their own.
- All staff will be asked to wear masks, stay home if feeling sick, isolated or quarantined, to wash their hands frequently, and eat in shifts. We will work to create pods of staff who work together throughout the duration of the Fest to encourage stable groups.
- Signage will be posted throughout the park encouraging attendees to wear masks, wash their hands, and avoid contact outside of their household/pod.
- Reichmann Pavilion will be our staff headquarters and staff/volunteers will be required to answer daily COVID-19 symptom tracking questions.
- A clean team will make rounds throughout the park and disinfect high touch surfaces such as restroom door handles, water dispensers, picnic tables, and interactive art installations.
- A portion of our staff will be trained in all health precautions, protocols, and de-escalation in the same manner they are trained in safety and crowd management for typical Fest years. These staff include our internal Core staff, Venue Management Staff, and Special Operations team. Volunteers will be provided basic health precaution information and expected to model these while carrying out volunteer duties.

True/False Film Fest
5 S Ninth Street
Columbia, Missouri 65201

Disco Garden Operational Health Plan

The Disco Garden will be a VIP area for passholders to relax between concerts and movies. The Disco Garden will be located in the Darwin and Axie Hindman Discovery Garden in Stephens Lake Park. The Disco Garden will allow for no more than 150 people in the fenced area at any given time.

Attendees will be required to have a pass to enter this area. This area will be fenced.

The Disco Garden will have a clear entry/exit route where capacity will be tallied and monitored. There will be one volunteer/staff at the entrance and one at the exit. Patrons will enter the Disco Garden via the main entrance of the Hindman Discovery Garden, located just to the east of Reichmann Pavilion. They will exit on the opposite end of the garden just east of the main entrance. Traffic will only flow in this configuration.

The garden will be open for walking around and there will be designed 10x10 foot pods in the grassy area east of the garden for gathering. Each of these pods will have a 6ft aisle between them. This is where patrons will sit or stand to enjoy food and beverage.

There will be a concession tent in the same grassy area as the pods. Signage and 4-5 volunteers/staff will be on site to remind patrons of the 6ft rule AND to find a pod for consuming food and beverage.

Schedule of Events

Wednesday, May 5

Disco Garden open from: 6pm-8pm

Thursday, May 6

Disco Garden open from 7:30pm-8:30pm

Friday, May 7

Disco Garden open from 5pm-8:30pm

Saturday, May 8

Disco Garden open from 1pm-8:30pm

Sunday, May 9

Disco Garden open from 1pm-8:30pm

Food and Drink

Food will not be served by us in the Disco Garden. Patrons are welcome to bring their own food that can be consumed in their pod.

Beverages will be available from a licensed bartender at a designated concession area. All servers will have the necessary certifications to serve alcohol and non alcoholic beverages. Patrons will be required to wear their mask as they walk to the concession stand, order, and return to their pod. In high traffic vendor areas, physically distant marks will be used to space lines as well as volunteers to manage crowds if necessary.

Restrooms

Portable toilets and permanent restrooms will be available throughout the park. All restrooms and handwashing stations will be monitored for supplies and restocked by staff as needed. Hand sanitizing stations will be

dispersed throughout the park and personal hand sanitizer will be provided to attendees upon entry while supplies last.

Trash

In general solid waste and recycling will be handled by our Green Team. The Green Team will monitor all trash/recycling receptacles throughout the park and empty them as needed. They will transport all trash/recycling to designated areas of the park with dumpsters and recycling receptacles.

Additional COVID-19 Precautions

We are asking all patrons to wear masks unless actively eating and drinking AND in their designated pod area. This includes all venues, concession areas and venue hub. We will provide masks for all staff working the event if they are unable to provide their own.

All staff will be asked to wear masks, stay home if feeling sick, isolated or quarantined, to wash their hands frequently, and eat in shifts. We will work to create pods of staff who work together throughout the duration of the Fest to encourage stable groups.

Signage will be posted throughout the park encouraging attendees to wear masks, wash their hands, and avoid contact outside of their household/pod.

Reichmann Pavillion will be our staff headquarters and staff/volunteers will be required to answer daily COVID-19 symptom tracking questions.

A clean team will make rounds throughout the park and disinfect high touch surfaces such as restroom door handles, water dispensers, picnic tables, and interactive art installations.

UNDER REVIEW PENDING APPROVAL

DRIVE IN OPERATIONAL HEALTH PLAN

A Drive-In Movie will be held each night May 5-9 at Holiday Inn Executive Center-Columbia Mall, 2200 Interstate 70 Dr SW, Columbia, MO 65203.

The event will accommodate **108** cars. We have **10** staff working the event and will be spread out at various locations and at various stations within the drive in.

The Schedule

7:30pm — Parking lot opens
8:30pm — Screening of film
10:45pm — Screening of 2nd film
12:30am — Closing & Exit

How to get in

Attendees will reserve or purchase tickets online to attend. The entrance will be clearly labeled. A staff member will check in each car and direct them to another staff member to find a parking spot. Parking and etiquette information will be provided via email prior to the event and onsite by staff and on screen.

Watching the movie

Cars will be directed to a specific space by a masked staff member. Once parked, vehicles may not drive away until instructed by event staff. Each vehicle will be in a marked **10x18 foot spot with 6 feet** between each vehicle. Patrons will not be allowed to sit outside their car. They will be allowed to roll down their windows. The film will be broadcast and played through car radios.

Food and Drink:

Food and drink will not be provided on site. Attendees are encouraged to bring their own picnic for their carload. Attendees will eat in their car.

Restrooms

Portable toilets will be available onsite. We will have markings on the ground to encourage 6ft distance when waiting in line.

Trash

There are no public waste receptacles available, so we will ask all participants to pack out all trash and help us leave no trace.

Inclement Weather Plans

These plans continue to evolve and we are further consulting with our Special Operations team to increase swift emergency response to inclement weather.

Our team is accustomed to monitoring the weather closely. A designated staff member will be responsible for monitoring weather each day and in the weeks leading up to the Fest. The Drive-In location will continue to show a film in the rain and if thunder/lightning occur, attendees/staff will be asked to remain inside their vehicles.

COVID-19 Precautions

Pending recommendations by the Boone County Department of Health and Human Services and the Center for Disease Control and Prevention, we will update these precautions as needed.

If all remains the same:

We are asking all patrons to wear masks unless actively eating and drinking. We will provide masks for all staff working the event if they are unable to provide their own. All staff will be asked to wear masks, stay home if feeling sick, isolated or quarantined, to wash their hands frequently, and eat in shifts.

A hand washing station will be provided at the main drive-in site next to the food vendor for patrons to use.

We have created a slide to play before the screenings that encourages our patrons to wash their hands, wear masks, and physically distance.

Staff will be stationed on site and positioned in a way that allows for 6ft between individuals when tasks permit and we will collect contact information of staff for contact tracing purposes.

UNDER REVIEW PENDING APPROVAL

RAGTAG CINEMA OPERATIONAL HEALTH PLAN

Ragtag Cinema will be reserved for private and public screenings during the 2021 Fest.

How To Get In

Passholders with this privilege will reserve a time to view a film when making their ticket reservations. For their reservations, a passholder may invite anyone that is a part of their household to view the film. Only one household will be allowed per screening unless, prior to the screening, multiple households agree to view a film collectively to the theater's respective physically distant capacities.

The prime time screenings (8:00P and 8:30P) will be public screenings with tickets available to passholders and public purchasers. Tickets will be sold in advance and we anticipate shows being sold out. If tickets remain, tickets will be available at the Ragtag Box Office and online.

A physically distanced Q line will be utilized at prime time film screenings to allow individuals who have not purchased a ticket to gain entry if space permits. Individuals in the Q line will be spaced out with markings on the ground to physically distance the line outside of Ragtag Cinema. We have reduced the number of tickets/spaces available through the Q line for this year to limit the number of people in line, at Ragtag this number will be near 10 for Big Ragtag and 5 for Little Ragtag. Each person in line is given a number and once all numbers have been handed out, nobody else will be permitted to get in the Q line. Line managers are trained in crowd management well versed in customer service to deter anyone from getting in line that does not have a number.

Venues

Ragtag Cinema has two theaters, Big Ragtag (capacity 132, physically distanced capacity 35) and Willy Wilson/Little Ragtag (capacity 68, physically distanced capacity 20). Each theater has spaces marked off for physically distanced seating and has been functioning under this model successfully since establishing its original operational health plan in June 2020.

Schedule of Events

This schedule is subject to change and a comprehensive schedule of events will be provided as it develops. An instrumental musician will play prior to each film screening. Start times will be staggered to limit lines and allow for disinfecting high contact touch points between films. Weather permitting, any lines for the venue will form outside in the parking lot or along the sidewalk. Attendees will be encouraged to physically distance using ground markings, provided signage, and monitored by a line manager.

Wednesday, May 5

Films at 9:00A, 9:30A, 11:30A, 12:00P, 2:00P, 2:30P, 5:30P, 6:00P, 8:00P, 8:30P

Thursday, May 6

Films at 9:00A, 9:30A, 11:30A, 12:00P, 2:00P, 2:30P, 5:30P, 6:00P, 8:00P, 8:30P

Friday, May 7

Films at 9:00A, 9:30A, 11:30A, 12:00P, 2:00P, 2:30P, 5:30P, 6:00P, 8:00P, 8:30P

Saturday, May 8

Films at 9:00A, 9:30A, 11:30A, 12:00P, 2:00P, 2:30P, 5:30P, 6:00P, 8:00P, 8:30P

Sunday, May 9

Films at 9:00A, 9:30A, 11:30A, 12:00P, 2:00P, 2:30P, 5:30P, 6:00P, 8:00P, 8:30P

Food and Drink

Food and Drink will be available through Uprise Bakery during their hours of operation. Patrons may eat/drink in the cinema during their film. Attendees that choose to remain at Uprise Bakery before/after a film are subject to the Uprise Bakery health operational plan.

Restrooms

Accessible restrooms are onsite at Ragtag Cinema.

Trash

Trash is taken care of onsite and trash cans are easily available accessible to attendees.

Additional COVID-19 Precautions

Staff are required to wear masks. Patrons are required to wear masks while in and moving about the building. Consistent with current health orders, patrons are allowed to take off their masks when stationary however we strongly encourage patrons to keep their masks on unless actively eating or drinking.

High contact touch points will be sanitized on a regular basis.

Doors remain open between screening to allow for increased airflow.

Hand sanitizer is available for patrons upon entry and inside the theater.

UNDER REVIEW

PENDING APPROVAL

True/False Film Fest
5 S Ninth Street
Columbia, Missouri 65201

Fete Operational Health Plan

Saturday May 8th will welcome our annual FETE. This event will take place in the Disco Garden (Darwin and Axie Hindman Discovery Garden) and the adjacent field to the east. This event will allow for 150 people in the fenced Disco Garden.

- Located within the Silver Circle Lounge, the Fete provides an opportunity for passholders and artists to engage in conversation. Food/drink will be served and there will be calm musical performances spread throughout the area.

Attendees will be required to have a ticket or pass to enter this event. Digital ticketing options are available. We encourage attendees to utilize the digital tickets. We will have a venue Queen monitoring the entrance and reminding patrons to maintain 6ft between them as they line up for the event.

Patrons will enter the Fete following the same flow of traffic as the Disco Garden. They will stop by a concessions tent and pick up a complimentary drink and food item. Signage and 4-5 volunteers/staff will be on site to remind patrons of the 6ft rule AND to find a pod for consuming food and beverage. They will then proceed to a pod where they will be able to take their mask off and enjoy the concessions.

A band will be playing at this event in the grassy area near the pods. The band will be 10ft or more from patrons. Musicians actively performing, who are a part of the same household/pod, will not be required to stay 6ft apart from each other. If musicians are from different households/pods they will be physically distanced during their performances. When not performing, musicians and artists will be expected to wear masks and abide by all covid protocols.

When the program is finished each pod will be dismissed to ensure that crowding does not happen at the exit.

Specific Venue Info:

The Disco Garden will have a clear entry/exit route where capacity will be tallied and monitored. There will be one volunteer/staff at the entrance and one at the exit. Patrons will enter the Disco Garden via the main entrance of the Hindman Discovery Garden, located just to the east of Reichmann Pavilion. They will exit on the opposite end of the garden just east of the main entrance. Traffic will only flow in this configuration.

The garden will be open for walking around and there will be designed 10x10 foot pods in the grassy area east of the garden for gathering. Each of these pods will have a 6ft aisle between them. This is where patrons will sit or stand to enjoy food and beverage.

There will be a concession tent in the same grassy area as the pods. Signage and 4-5 volunteers/staff will be on site to remind patrons of physical distancing AND to find a pod for consuming food and beverage. Because the nature of this event historically is a come/go event, we expect patrons to only stay for a brief period of time before leaving to engage with other areas of the park.

Schedule of Events

4pm Doors open and Busker begins playing
6pm Event ends, pods dismissed
Green team enters for cleaning

Food and Drink

Food will be distributed by licensed food vendors. We are still confirming which one of our sponsors will be providing the food at this event. The food will be handed out at a designated concession area. Beverages will be available from a licensed bartender at a designated concession area. All servers will have the necessary certifications to serve alcohol and non alcoholic beverages. Patrons will be required to wear their mask as they walk to the concession stands, grab items, and return to their pod. In high traffic vendor areas, physically distant marks will be used to space lines as well as volunteers to manage crowds.

Restrooms

Portable toilets and permanent restrooms will be available throughout the park. All restrooms and handwashing stations will be monitored for supplies and restocked by staff as needed. Hand sanitizing stations will be dispersed throughout the park and personal hand sanitizer will be provided to attendees upon entry while supplies last.

Trash

In general solid waste and recycling will be handed by our Green Team. The Green Team will monitor all trash/recycling receptacles throughout the park and empty them as needed. They will transport all trash/recycling to designated areas of the park with dumpsters and recycling receptacles.

Additional COVID-19 Precautions

We are asking all patrons to wear masks unless actively eating and drinking AND in their designated pod area. This includes all venues, concession areas and venue hub. We will provide masks for all staff working the event if they are unable to provide their own.

All staff will be asked to wear masks, stay home if feeling sick, isolated or quarantined, to wash their hands frequently, and eat in shifts. We will work to create pods of staff who work together throughout the duration of the Fest to encourage stable groups.

Signage will be posted throughout the park encouraging attendees to wear masks, wash their hands, and avoid contact outside of their household/pod.

Reichmann Pavillion will be our staff headquarters and staff/volunteers will be required to answer daily COVID-19 symptom tracking questions.

A clean team will make rounds throughout the park and disinfect high touch surfaces such as restroom door handles, water dispensers, picnic tables, and interactive art installations.

True/False Film Fest
5 S Ninth Street
Columbia, Missouri 65201

Flick-nic Operational Health Plan

Big Field, aptly named for its 1.85 acre size, is home to events during True/False.

How to get in

Upon arrival to the park, ticket holders will go to a designated location to pick up a pod assignment and arrival time for the event (based on their group size). The field will open one hour before the event begins and there will be four 15-minute arrival windows based on pod assignment. Example: pod L5 is a 4-person pod and the group should arrive between 5:30pm-5:45pm. This system allows for us to control the area similar to a host at a restaurant, and reduce crowding during load-in similar to having a boarding group for a plane.

Given the nature of the event, we've selected 2, 4, and 8 person pods. A pod is a group of people that lives in the same household or has agreed to be a part of the same household for the duration of the event. Two person pods are 10ftx10ft, four person pods are 12ftx12ft, and eight person pods are 14ftx14ft. There are six feet aisles separating all pods. This will allow a capacity of 918 individual attendees, comprised of 135 - 2 person pods, 108 - 4 person pods, and 27 - 8 person pods.

When attendees arrive at their designated time, they will follow the path from Riechmann Pavilion south toward the Big Field. Picnic baskets with all food items will be distributed on the way. Attendees will request a ticket/token for the beverage they would like and walk to the next set of tables where beverages are distributed. Upon picking up their beverages, attendees will be directed to their assigned pod by staff. Staff will be throughout the area at a ratio of 1:50 to remind people (along with signage) to stay within their pods. Attendees may take off their mask for eating and drinking.

Load in and load out will happen from opposite directions. We'll load in from south to north, and load out from north to south. This will allow attendees enough time to enjoy the atmosphere and food before having to leave for their film. We will also coordinate the distribution of pod numbers based on the time attendees will need to leave for their film. This will allow staggered entry/exit as well as reduce large groups of people from walking to the same place at the same time.

Due to the terrain and lighting of the venue, there will be one entry/exit. The entry/exit corral area is greater than 100ft wide and 200ft long. An emergency exit will be available on the northeast corner of the field; however this is only for emergencies as the area will only have natural light and the terrain has a high potential for being swampy if rain has occurred. This will also limit people exiting and getting on the park pathway in large groups where we do not have staff to monitor crowd sizes.

Musicians will be placed throughout the space as designed by the navy stars on the map. The musicians may move from one area to another following the one direction rows. This allows attendees to hear multiple

musicians while reducing the number of people moving through the area. The performers will be a distance of 10ft or away from more patrons. Musicians actively performing who are a part of the same household/pod will not be required to stay 6ft apart from each other. If musicians are from different households/pods they will be physically distanced during their performances. When not performing, musicians and artists will be expected to wear masks and abide by all covid protocols.

Schedule of Events

5:00pm doors open

5:00pm First seating group enters

5:15pm Second seating group enters

5:30pm Third seating group enters

5:45pm Fourth seating group enters

6:00pm Program begins

7:30pm Program ends, rows dismissed

Green team enters for cleaning once the area is cleared.

Restrooms

Portable toilets and permanent restrooms will be available throughout the park. All restrooms and handwashing stations will be monitored for supplies and restocked by staff as needed. Hand sanitizing stations will be dispersed throughout the park and personal hand sanitizer will be provided to attendees upon entry while supplies last. Physically distanced markers will be noted on the ground to encourage physical distancing while waiting in line.

Trash

Attendees will receive a trash bag with their picnic basket. Before leaving the area, attendees will bag up their trash and leave it in their pod for our Green Team to pick up after the event. Solid waste and recycling will be handled by our Green Team. The Green Team will monitor all trash/recycling receptacles throughout the park and empty them as needed. They will transport all trash/recycling to designated areas of the park with dumpsters and recycling receptacles.

Food and Drink

For this event, all food and drink will be pick-up only through the designated route. Physically distant marks will be used to space lines near the entry corral, and line managers will be present to manage crowds if necessary. Signage and volunteers/staff on site will direct attendees to sit in their pod to consume their food/beverage.

Additional COVID-19 Precautions

Pending recommendations by the Boone County Department of Health and Human Services and the Center for Disease Control and Prevention, we will update these precautions as needed. If all remains the same:

- We are asking all patrons to wear masks unless actively eating and drinking. We will provide masks for all staff working the event if they are unable to provide their own.

- All staff will be asked to wear masks, stay home if feeling sick, isolated or quarantined, to wash their hands frequently, and eat in shifts. We will work to create pods of staff who work together throughout the duration of the Fest to encourage stable groups.
- Signage will be posted throughout the park encouraging attendees to wear masks, wash their hands, and avoid contact outside of their household/pod.
- Reichmann Pavilion will be our staff headquarters and staff/volunteers will be required to answer daily COVID-19 symptom tracking questions.
- A clean team will make rounds throughout the park and disinfect high touch surfaces such as restroom door handles, water dispensers, picnic tables, and interactive art installations.
- A portion of our staff will be trained in all health precautions, protocols, and de-escalation in the same manner they are trained in safety and crowd management for typical Fest years. These staff include our internal Core staff, Venue Management Staff, and Special Operations team. Volunteers will be provided basic health precaution information and expected to model these while carrying out volunteer duties.

UNDER REVIEW PENDING APPROVAL

True/False Film Fest
5 S Ninth Street
Columbia, Missouri 65201

Kickball Operational Health Plan

On Sunday, May 9th the fest will engage in a fun game of KICKBALL. This event will take place in the Big Field, and all operational plans will remain the same as in our theater operations health plan. This event will allow for 100 people. This game will be played in an open field and our staff will place bases to mark the field.

Two teams of 8-11 people will compete in a low risk kickball game. Team members will sign up prior to the game and COVID screening questions will be asked as the players arrive. All players will wear a mask when not actively running the bases or playing in the field, and will practice physically distancing on the sidelines of the game. Sidelines will be limited to team members only. Each sideline will be furnished with its own hand sanitizing station to satisfy the needs of sideline capacity.

We will not allow players to participate in:

- High fives, hand shakes, and chest bumps, etc
- Team huddles
- Sharing water bottles

Spectators will be required to have a ticket or pass to enter this event. Digital ticketing options are available. We encourage attendees to utilize the digital tickets.

Tickets will be sold in advance and we anticipate shows being sold out. If tickets remain, tickets will be available at the outdoor Box Office and online. We will also have a physically distanced que-ing line at each venue where individuals or pods may acquire a ticket for open seats before the film begins each night. Most tickets have an associated contact and lists for contact tracing may be generated using this information.

A Q line will be utilized at each venue for concerts and film screenings to allow individuals who have not purchased a ticket to gain entry if space permits. Individuals in the Q line will be spaced out with markings on the ground to physically distance the line. We have reduced the number of tickets/spaces available through the Q line for this year to limit the number of people in line. Each person in line is given a number and once all numbers have been handed out, nobody else will be permitted to get in the Q line.

Upon arrival to the park, ticket holders will go to a designated location to pick up a pod assignment (based on their group size) and arrival time. The venue will open one hour before the event begins and there will be four 15-minute arrival windows based on pod assignment. (Example, pod L5 is a 3-person pod and the group should arrive between 7:15-7:30pm.) This system allows for us to control the area similar to a host at a restaurant and reduce crowding during load in similar to having a boarding group for a plane.

When the game is finished each pod will be dismissed to ensure that crowding does not happen at the exit.

All venues will have marked physically distanced seating pods. The material for marking these areas is still being determined. All venues will have clear entry/exit routes where capacities will be tallied and monitored.

Schedule of Events

1:00pm doors open
1pm First seating group enters
1:15pm Second seating group enters
1:30pm Third seating group enters
1:45pm Fourth seating group enters
2pm Kickball game
4pm Game ends, rows dismissed
Green team enters for cleaning

Food and Drink

Food and drink will not be served by our organization at this event. Patrons are welcome to bring their own snacks and beverages. They will be able to consume them in their pods.

Restrooms

Portable toilets and permanent restrooms will be available throughout the park. All restrooms and handwashing stations will be monitored for supplies and restocked by staff as needed. Hand sanitizing stations will be dispersed throughout the park and personal hand sanitizer will be provided to attendees upon entry while supplies last.

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