



2020 COVID-19 Operational Plan



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ERX Motor Park Overview

ERX Motor Park (Elk River Extreme Motor Park), located in Elk River, MN, is the Midwest's premier year-round outdoor entertainment facility.

The ERX compound has grown to 500-acres over the last 11 years, and hosts over 30+ outdoor entertainment events annually. ERX also hosts some of the top brands in the industry for corporate events year-round, in addition to quarterly charitable events, benefiting organizations like Children's Hospitals & Clinics of Minnesota and the LIVIN Foundation.

Address: 21591 US Highway 169 | Elk River, MN 55330

Facility Size: 500 Acres

Hours of Operation: 7AM – 8PM Sunday – Wednesday
7AM-10PM Thursday
7AM – 11PM Friday and Saturday



Aerial view of facility

Marquee Events

Off-Road National – 2-day, professional short course, off-road race

Bulls & Barrels – Bull Riding & Barrel Racing

Extreme 5K – Obstacle course 5k race

LIVIN Music Festival – Charitable concert & festival benefiting the LIVIN Foundation (raising funds for mental health & suicide awareness)

Day of the Dozers – Charitable event benefiting Minnesota Children's Hospitals & Clinics (over \$60k raised in 2019)

Grassroots Snocross Series – Youth and amateur snowmobile races



Off-Road National Overview

The ERX Off-Road National is ERX's flagship event held annually the second weekend in July (10th and 11th this year). Since its inception in 2015, the ERX Off-Road National has continued to grow in popularity, drawing the top professional racers from around the country. This event is one stop on a five-race series where drivers compete for season championship points.

This single event generates 60% of ERX's annual revenue, and without it, the facility cannot achieve profitability. The event also has a large financial impact* on the Elk River community, including local spend at hotels, restaurants, gas stations and grocery stores.

Event Type:	Outdoor off-road truck race
Sanctioning Body:	ISOC - Championship Off-Road
Race Participants:	225 Race Registrations
Race Classes:	17 Classes (Pro & Amateur)
*Area Economic Impact:	\$5M

**ERX Motor Park economic impact study performed by Decklan Group*



Family-Friendly Weekend Activities:

- Outdoor concert
- Freestyle ATV show
- Food trucks

A. Spectator Operational Procedures

Pre-Event Messaging

- **Health**
 - If Participant is sick or displays symptoms of COVID-19, STAY HOME
 - COVID-19 Symptoms include: Fever, Muscle Pain, Cough, Headache, Shortness of breath or difficulty breathing, Sore Throat, Loss of Taste or Smell, Chills or Repeated Shaking with Chills
- **Personal Hygiene**
 - Attendees should wash hands with soap and water every 20-minutes throughout the day for a minimum of 20 seconds each time
 - Attendees should wash hands after being in spectator areas, after blowing nose, coughing, or sneezing, preparing and/or consuming food
 - Attendees should avoid touching their face

Preparation

- Pre-purchased tickets are strongly encouraged. ERX will provide a discount on pre-sales to incentivize spectators
- Exact cash payment or credit/debit card needed for transactions within the facility

Event Experience

- **Arrival**
 - Staggered event schedule to minimize an influx of people at one time
**Please see additional handout for proposed event schedule*
- **Social Distancing**
 - Attendees should adhere to pre-marked lines indicating six-feet spacing at the gate and concessions
 - Attendees should NOT congregate in groups larger than ten (10) and should practice social distancing and are encouraged to wear a face mask
 - ERX will have crowd monitors who will look for social-distancing violations and give a gentle reminder of our policy
- **Seating**
 - ALL seating is General Admission
 - Attendees will be advised to sit six-feet from other spectators unless they are household contacts
 - For grandstand seating, social distancing markers will be pre-determined
 - We encourage spectators bring their own lawn chair(s) for seating on our grassy hills
 - ERX will have crowd monitors who will look for social-distancing violations and give a gentle reminder of our policy



B. Participant Operational Procedures

Pre-Event Messaging

- **Health**
 - If Participant is sick or displays symptoms of COVID-19, STAY HOME
 - COVID-19 Symptoms include: Fever, Muscle Pain, Cough, Headache, Shortness of breath or difficulty breathing, Sore Throat, Loss of Taste or Smell, Chills or Repeated Shaking with Chills
- **Personal Hygiene**
 - Participants should wash hands with soap and water every 20-minutes throughout the day
 - Participants should wash hands after being in a public place, after blowing nose, coughing, or sneezing, preparing and/or consuming food
 - Participants should avoid touching their face

Preparation

- Pre-registration strongly encouraged
- Exact cash payment or credit/debit card needed for transactions within the facility

Cleaning

- Participants shall clean and disinfect all equipment prior to arrival at the facility
- It is highly recommended that all trucks, trailers, motorhomes and personal vehicles be actively disinfected prior to arrival at the event

Event Experience

- **Arrival**
 - Staggered arrival separate from spectators
 - Arrival of race teams will be Wednesday, July 8-Friday, July 10 at 8am
- **Participant Social Distancing**
 - Essential team members only in pit areas
 - At times when outside teams need to communicate, they should wear a mask to do so and maintain a six-foot social distance
 - Crew members must maintain social distancing where feasible
 - Times when it may not be feasible would be in the instance of a race vehicle repair that would require more than one person
 - Team pits must maintain 12-foot distance between vehicles
- **Competition/Winners Circle**
 - Only team members allowed in restricted areas and with safe social distancing measures in place
 - In-field podiums and interviews practicing social distancing and to eliminate spectator gathering

Post-Event

- **Cleaning**
 - ERX recommends using active disinfection of high-use surfaces through a wipe-down prior to leaving the facility



C. Volunteer Groups & Community Impact

ERX Event Staff Overview

Giving Back to Local Community Organizations

- Four years ago, ERX decided to give back to the community however possible while hosting the Off-Road National. In doing so, we have utilized local organizations to fill important volunteer roles such as grounds keeping, crowd monitoring, admissions, and parking attendants. ERX in turn donates money back to the organizations to help with projects, supplies, scholarships, and other needs.
- Each organization has a lead point person for each volunteer shift that reports to the ERX leadership team and is responsible for their volunteer group. Each leader must ensure that health and safety protocols are being followed by their group, as put forth by ERX.
- Many of these organizations have been with us for all four years and are familiar with our processes and know that we strive to put on the best and safest event possible.

A Few of the Local Organizations we Support



D. Staff Safety Operational Procedures

Limit Staffing to Essential Personnel

- Event Management Team
- Facility Staff
- Competition Staff and Participants
- Broadcast Crew
- Safety-Fire/EMT
- Security Teams

Staff Training

- ERX will hold training with team leaders prior to any shifts starting.
 - Will review the ERX COVID-19 Operations Preparedness Plan during this time
- Team leads will connect with each staff member prior to every shift to ensure no illness or symptoms have begun. If new COVID-19 symptoms are present, team leader will send team member home and will notify ERX leadership immediately
 - ERX will identify contact between possible infected team members and notify each person

Implement Contactless Payment Options

- Exact cash payment or credit/debit card needed for transactions within the facility

Social Distancing

- Staggered shifts and breaks allow for a reduced number of staff per shift
- ERX will install Plexiglas protection barriers in ticket and concessions sales areas
- ERX has identified previous areas of congestion and has developed a plan to reduce congestion* to maintain strict social distancing guidelines
- Team members will be required to wear face masks if in all customer-facing areas
- Staff will utilize communication via 2-way radios, when possible. Radios will be sanitized between use
- ERX is working with local food vendors to have pre-portioned, individually wrapped lunches for staff vs. buffet style as served in the past

Safe Employee Extras

- Dedicated employee restrooms & handwashing stations will be available
- Employee care package with mask, disinfecting wipes, hand sanitizer, gloves, etc. will be given to all staff



E. Illustrations of Safety Messaging and Barriers



F. Outdoor Facility Information

Limited Ticket Sales: **5,000 Maximum 2-Day Ticket Sales**

- Existing Conditional Use Permit allows up to 19,999 Spectators
- ERX will commit to operating at 25% capacity for the 2020 ERX Off-Road National

Special Event Camping Reservations: **75 Maximum Site Reservations**

- Existing Special Event Camping License allows up to 152 Sites
 - Utilizing only 50% capacity of available campsites
- Spectator camping will take place in “The Field” and “The Ridge” (see map)

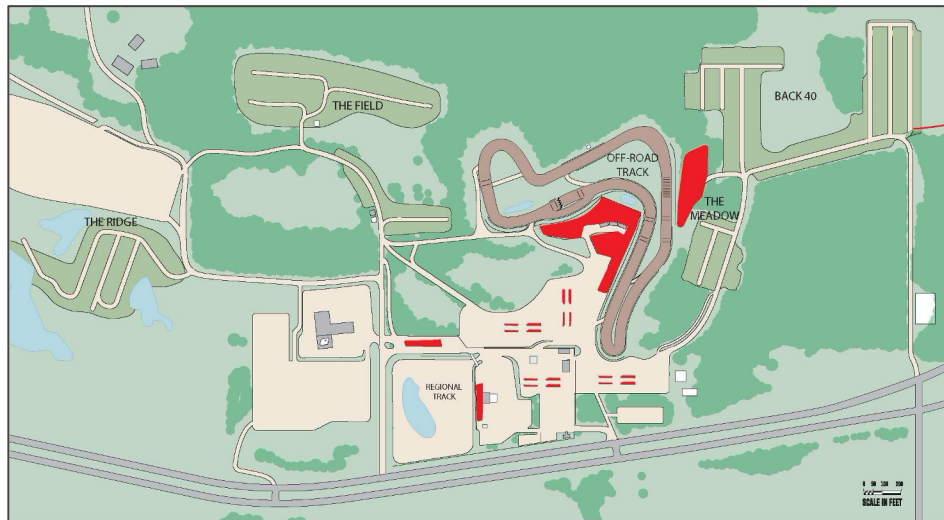
Capacity and Facility Info

- 500 acres – open air viewing
- Shaded red areas show our current gate, viewing, and pit areas
 - Capacity models on next page show capacity of 5,829 single people with a six-foot distance, if everyone were in one of the two main spectating areas at one time. As event specialists, we know this is not likely to happen; even during our peak viewing times people are spread throughout the facility and some have left the property entirely
 - Additional viewing area created in spring of 2020. This area is not listed on this map but is shown on next slide.
- No indoor viewing options available for the event

Access Restrictions

- All participants will enter through the main gate prior to any spectators
- All spectators will enter through the main gate
- All campers will be directed to separate gated entrance

Outdoor Facility Capacity Illustration



Putting 500 acres into Perspective:

MN State Fair

- 322 acres with an average daily attendance of 200,000 people

Sherburne County Fair

- 30 acres with a daily attendance of approximately 3,750 people

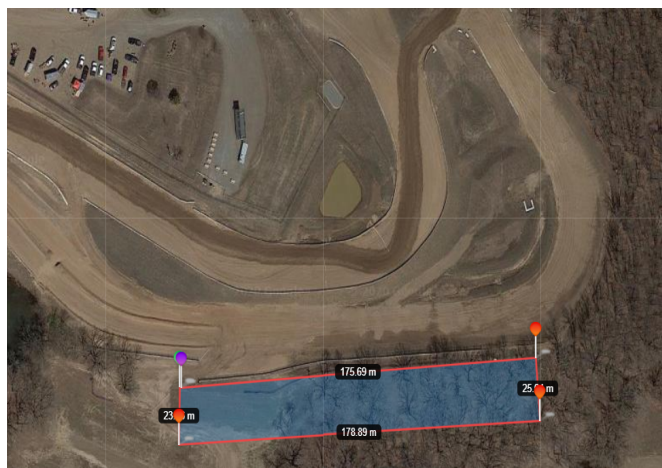


G. Capacity Illustration Models



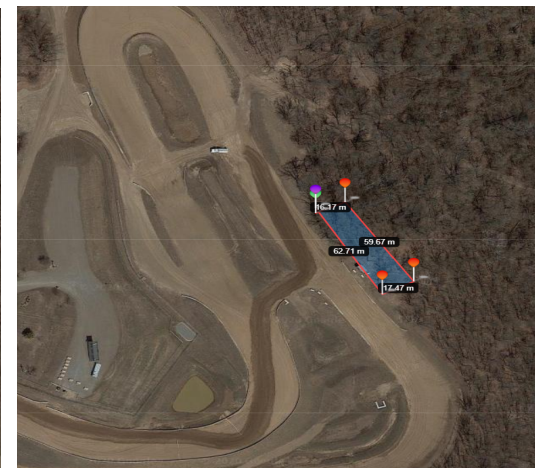
Main Spectator Area

- 14,250 Square Meters
- 153,385 Square Feet
- Capacity – 4,260 people at a six-foot distance



Secondary Spectator Area

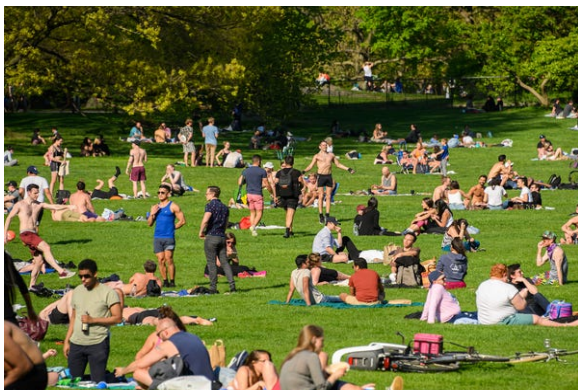
- 4,300 Square Meters
- 46,285 Square Feet
- Capacity – 1,285 people at a six-foot distance



Flyway Spectator Area

- 950 Square Meters
- 10,225 Square Feet
- Capacity – 284 people at a six-foot distance

H. Distanced Seating Illustrations



I. COVID-19 Awareness

Facility Signage*

- Signage will be placed at entry points and displayed visibly in spectator areas communicating the risk of spreading infectious diseases and how to minimize this

Contact Tracing

- ERX has developed a contact tracing waiver that will be signed by all who enter the facility
- Each attendee will be given a sanitized pen to sign the waiver and a drop box will be provided to drop the contact tracing waiver in. These waivers will be kept for a minimum of 60 days, up to seven years post-event, should an outbreak occur

Pre-Event Communication

- Communication will be posted to website, social media and in an e-blast to ticket purchasers one week prior to event:
 - Take your temperature before you leave home. If you have a temperature of at least 100.4 you have a fever and need to stay home
 - If you know you have had contact with someone diagnosed with having COVID-19 in the last 14 days, please stay home
 - Respect our local community – wear a mask and practice good hygiene if supporting our local businesses
 - All spectators planning on attending the event and living with someone over the age of 65, and/or who have underlying medical conditions, should consider staying home or be prepared to self quarantine

**Example of contact tracing waiver provided as additional handout. This waiver will change based upon CDC guidelines up to one week prior to this event per legal.*

Facility Signage Example



J. Sanitation and Personal Hygiene Initiatives

Face Coverings

- Event organizers and staff will be required to wear a face mask at all times, where practical.
- Face coverings will be made available to all spectators upon entry at the gate.

Clean Team

- ERX will have an on-staff a Clean Team who will be responsible for frequent cleaning and stocking of all restrooms, per CDC Guidelines.
- Clean Team will also be responsible for frequent cleaning and disinfecting of hard surface areas throughout the facility.

Hand-Washing Stations

- ERX will rent additional portable hand-washing stations. These stations will be located at:
 - Facility access points
 - Restroom facilities
 - Food truck locations
 - Staff check-in areas
- ERX will have signs posted at hand-washing stations recommending washing hands for at least 20 seconds, especially after blowing your nose, coughing, or sneezing.
- ERX will have additional hand-sanitizer stations on-site.

Sanitation & Personal Hygiene Examples



K. Gate / Entry Operational Procedures

Improved Gate Design to Allow for Social Distancing

- Increased to three (3) gate entry points and barrier implementation
- Markings to indicate six-feet of separation in lines
- Install hand sanitization devices prior to entering facility

Discount Tickets Purchased in Advance

- Eliminate congestion in ticket sales areas

Spectator and Gate Employee Barriers

- Install Plexiglas protection barriers in ticket sales areas
- Require face masks for all gate employees

Implement Contactless Payment Options for Tickets

- Pre-purchased tickets are strongly encouraged. ERX will provide a discount on pre-sales to incentivize spectators
- Exact cash payment or credit/debit card needed for transactions within the facility

Parking Area Policies and Parking Staff Training

- Maintain six-foot minimum distancing between vehicles
- Eliminate “tailgating” activities; pre-and post-event

Distancing and ERX Gate Illustration



GATE



ENTRANCE

L. Concessions Operational Procedures

Improved Vending Design to Allow for Spectator Social Distancing

- Increased number of lines and barrier implementation
- Markings to indicate six-feet of separation in lines

Spectator and Concessions Barriers

- Plexiglas protection barriers in vending areas
- Required face masks and gloves for all concessions employees
- Cleaning and disinfecting of frequently touched surfaces such as workstations, cash registers, payment terminals, door handles, tables and countertops on a routine basis

Implement Contactless Payment Options for All Purchased Items

- Exact cash payment or credit/debit card needed for transactions within the facility

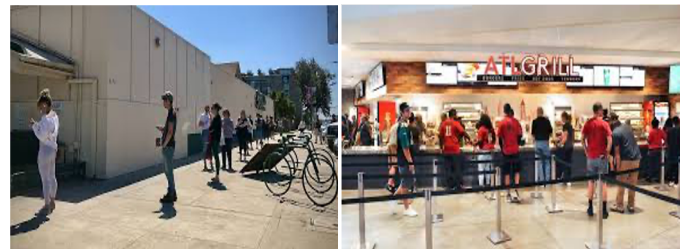
Eliminate Food Court Areas – Encourage Dining in Viewing Seat

- Multiple food trucks spaced out throughout facility to eliminate lines

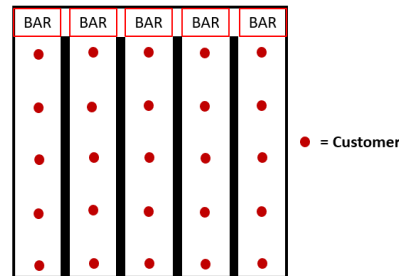
Ensure All Non-Facility Concessions Compliance – Food Trucks

- Minnesota Department of Health Compliance

Distancing and ERX Beverage Tent Illustration



Beverage Tent 40' x 40'



ERX Open Air (Open Sides) Beverage Tent



M. Special Event Camping Guidelines

Camping Reservations if Purchased in Advance

- Contactless ticket scanning option for pre-purchased reservations
- Contactless payment options for onsite ticket purchases

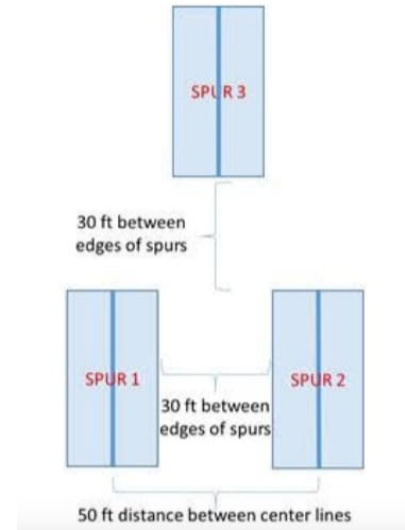
Visitor Communication Prior to Check-In

- Campers are encouraged to bring their own hand sanitizer, cleaning wipes, paper towels, toilet paper and other supplies. However, ERX will have supplies available for purchase at check-in so that campers do not have to leave the park to buy essential items
- Visitors should maintain a distance of at least six-feet from members of other households
- ERX will have food trucks onsite to eliminate the need to travel into town

Campsites

- ERX will follow current MDH and DNR rules and guidelines for camping.
- As of 5/26/2020 the DNR recommends:
 - Campsites will be 50-feet apart from the centerlines of surrounding campsite spurs and the adjacent campsite and at least 30 feet from the near sides of the adjoining spurs.

*Campsite Distancing Illustration



N. Pre- and Post-Event Operational Procedures

Pre-Event Procedures

Attendee Communication – 7 Days Leading Up to Event

- COVID-19 symptoms / positive testing = STAY AT HOME
- Social distancing guidelines and procedures ERX has implemented
- Contactless payment options encouraged
- High-Risk attendees are encouraged to stay home
- Contact information required in case of a positive COVID-19 diagnosis 14-days post-event

Facilities Pre-Event Preparation

- Facility dormant – 96 hours prior to event
- Disinfection of facility

Post-Event Procedures

Attendee Communication – 2 Days Post-Event

- If an attendee feels any COVID-19 symptoms within 72 hours of event we ask you to contact ERX and see your primary doctor.
- COVID-19 symptoms include: Fever, Muscle Pain, Cough, Headache, Shortness of Breath or Difficulty Breathing, Sore Throat, Loss of Taste or Smell, Chills or Repeated Shaking with Chills

Facilities Post-Event Clean Up

- Facility Dormant – 96 Hours Post to Event
- Disinfection of Facility

Post-Event Recap

- Share Lessons Learned



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