

Light the Night 2020

COVID-19 Event Plan

September 24, 2020

Case Statement

Each fall for the last 12 years, the member agencies of the Light the Night Organizing Group, along with volunteers, have installed 800 to 1,000 bike light sets on bikes in the Urbana-Champaign area. Safety of bicyclists on our campus community is of the highest importance, and as the days grow shorter in the fall and more people are bicycling at night, it is essential to promote safety measures. Illinois Law requires all bicycles to have lights at night, but it does not require that bikes be sold with light sets and many bicycle riders are not aware of the law. This event is meant to improve safety on campus and in the community by providing bike lights to students, faculty, staff, and community members.

This event is funded by the City of Urbana, the City of Champaign, the University of Illinois Urbana-Champaign (U of I), and Champaign-Urbana Mass Transit District (CUMTD).

This year, Light the Night distribution event will be held at three outside locations:

1. Wright Street and Green Street, near the Alma Mater
2. Lincoln Avenue and Illinois Street, near the Hallene Gateway
3. Campus Bike Center at 51 E. Gregory Drive, Champaign

The Alma Mater location and the Hallene Gateway locations have hosted this event over the last several years, and this year Campus Bike Center has been added as a host location. The distribution times will be from 4:00 p.m. to 7:00 p.m. on September 24, 2020. Attendees are required to bring their bicycles for the free installation.

CUMTD, the Cities of Urbana and Champaign, and the U of I compose the Light the Night Sponsors (formerly the Education Subcommittee of CATS), and they are the lead funding and organizing team with staff from each member agency involved in the event in various capacities. Additional LTN Organizing Group participants have been:

- The Bike Project of Urbana-Champaign (TBP)
- Champaign County Bikes (CCB)
- C-U Safe Routes to School
- Champaign County Regional Planning Commission

Due to COVID-19 this year, the City of Champaign and City of Urbana will provide financial support to the event, but they will not participate in the planning, promotion, or implementation of the distribution event. In addition, The Bike Project will not participate in this year's Light the Night event.

Program Capacity and Space Breakdown

To align with the health and safety best practices provided by the Center for Disease Control and Prevention (CDC), the event will be taking additional steps to ensure that the event is held safely.

Safety Protocol & Expanded Measures

Staffing

As part of enhanced safety and health protocols, the event will

- space out work stations with 12 feet between each station,
- provide a table for use by the volunteers that is supplied with hand sanitizer and wipes,
- mark the location for attendees and volunteers to stand to maintain 6 feet of space,
- station volunteers at the entrances to the event to move attendees to the work stations one at a time to maintain proper distancing,
- require all attendees to wear a mask upon entering the work station area. Masks will be provided at the entrance location by the volunteers who will also be supplied with hand sanitizer, and
- provide volunteers with gloves when working with the bikes.

Volunteers

Over the years, this event has utilized volunteer help from students, faculty, and staff at the University of Illinois, MTD employees, employees and residents of City of Urbana and City of Champaign. Champaign County Bikes (CCB) and The Bike Project of Urbana-Champaign (TBP) have been integral part of this event for providing volunteers as well as training them. This year, the city of Champaign and Urbana employees as well as volunteers from TBP will not participate in the distribution event. The Light the Night organizing group will call for volunteers to help out during the distribution event. All staff and volunteers

- will be informed about the safety precautions in place and the safety expectations from them,
- will be required to have masks
- will be required to bring a water bottle
- Gloves will be provided
- will sign a Warning and Waiver form for COVID-19

The Light the Night Organizing Group expects to have 9-13 staff/volunteers per distribution site at all times:

1 volunteer at the Welcoming station/table

2-3 volunteers at maintain and organize the line

2-3 volunteers to direct attendees to an open volunteer for light installation

4-6 volunteers to distribute and install lights

General Hygiene

The Light the Night event will require all volunteers, staff, and attendees to follow CDC recommendations for reducing transmission and maintaining healthy operations. Healthy environment measures will include but not be limited to:

- Staying at least six feet away from and not making any contact with another person
- Keeping hands and other items, especially gloves, away from faces
- Wearing gloves while working on the bikes and/or sanitizing hands after each bike light installation
- Coughing & sneezing into a tissue or inside of elbow
- Not participating if they are sick or know they will not pass wellness screening

Program Delivery

All volunteers and staff will receive briefing instructions prior to the event to inform them of the COVID-19 protocols to be followed as part of the event and to remind them of the importance of social distancing and maintaining good hygiene practices.

Attendees

In the past years, this event has attracted nearly 800-1,000 attendees at the two locations. This year, we have added a new location at the Campus Bike Center (51 E. Gregory Dr., Champaign, IL 61820). All attendees will be

- required to have masks covering their mouth and nose
- required to maintain social distancing

Training for volunteers

Minimal training will be required. The volunteers will be

- given safety instructions for COVID-19, and required to sign the warning and waiver form for volunteers
- trained to install silicone wrap bicycle lights
- given verbal instructions to promote bicycle registration, bicycle safety, rules of the road, etc.