

Memo

To: Village Board

From: Chris Clark, Director of Parks, Recreation, & Forestry

Re: Village of Allouez Parks and Facilities COVID 19 Reopening Plan

Date: June 2, 2020

Background Information:

The Village of Allouez Parks, Recreation, and Forestry Department has produced a plan for the re-opening of park areas, facilities, and amenities during the COVID-19 pandemic. This plan utilizes recommendations from local and state health departments as well as the Badger Bounce Back Plan for opening up Wisconsin. Additionally, the Department has been in contact and working with other local communities to have similar plans to provide consistencies throughout the greater Green Bay area.

Previous Information/Action:

The Parks, Recreation, and Forestry Committee discussed the plan at the May 26, 2020 meeting and recommended approval of the draft plan with the addition of reference information to better define the phases/steps such as the Badger Bounce Back Plan.

Budget Item/Funding:

For park restrooms and facilities there may be possible staff overtime costs for extra cleaning. We are also obtaining quotes for contracted janitorial cleaning services of some of these facilities.

Staff Recommendation:

Staff recommends the Village Board approve the proposed plan for re-opening of parks, facilities, and amenities. If the Village Board does not approve the proposed plan, staff is requesting additional guidance from the Board.

Village Board Motion:

The Village Board could make the following motions:

- Approve the Village of Allouez Parks and Facilities COVID-19 Reopening Plan as presented
- Approve the Village of Allouez Parks and Facilities COVID-19 Reopening Plan with the following changes or additions ...
- Reject the Village of Allouez Parks and Facilities COVID-19 Reopening Plan
- Other

Attachments:

- Village of Allouez Parks and Facilities COVID-19 Reopening Plan
- City of Green Bay Parks COVID-19 Reopening Plan
- City of DePere Reopening Plan

VILLAGE OF ALLOUEZ PARKS AND FACILITIES COVID-19 REOPENING PLAN

*The Phases/Steps of the Allouez Parks and Facilities COVID-19 Reopening Plan pertain to the gating criteria of the Wisconsin Department of Health Services Badger Bounce Back Plan. The current plan and criteria can be found at <https://www.dhs.wisconsin.gov/covid-19/prepare.htm>.

| Facility | Current Status | Transition Actions | Health Dept. Recommendations | Phase/Step 1 (Dates TBD)* | Phase/Step 2 (Dates TBD)* |
|-------------------------------------------|----------------------------------------|----------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------|------------------------------------------------------------------------------------|
| Parks (general areas) & Trails | Open | Post signage reminding visitors of social distancing and proper hygiene | Brown County: Follow WEDC Guidelines - Social distancing and frequent sanitization. Remove unnecessary touchpoints | Open | Open |
| Athletic Fields | Closed to organized practices and play | Work with sport groups to provide a operation plan with safety guidelines for participants and spectators | Brown County: Follow WEDC Guidelines - Social distancing and frequent sanitization WDHS: Recommends youth sports be postponed or cancelled through summer ** | Open with restrictions and guidelines – participant limitations 10 persons / field | Open with restrictions and guidelines – participant limitations 50 persons / field |
| Playgrounds | Open | Post signage reminding visitors of social distancing and proper hygiene. Not recommended to sanitize playground equipment. | Brown County: Follow WEDC Guidelines - Social distancing and frequent sanitization | Open | Open |
| Courts (tennis, basketball) | Open | Post signage reminding visitors of social distancing and proper hygiene | Brown County: Follow WEDC Guidelines - Social distancing and frequent sanitization | Open | Open |

| | | | | | |
|-------------------------------|---------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------|
| Restrooms | Closed (contracted portable toilets are available at most parks) | Staff is obtaining PPE and supplies for restrooms to be cleaned once per day, 7 days per week, and post signage | Brown County: Follow WEDC Guidelines - Social distancing and frequent sanitization | Open to public if able to sufficiently maintain recommended cleaning guidelines | Open to public if able to sufficiently maintain recommended cleaning guidelines |
| Green Isle Pavilion | Closed (utilized for Summer Camp beginning the second week of June) | Post signage reminding visitors of social distancing and proper hygiene | Brown County: Follow WEDC Guidelines - Social distancing and frequent sanitization | Closed | Closed |
| Other Shelters | Closed | Post signage reminding visitors of social distancing and proper hygiene | Brown County: Follow WEDC Guidelines - Social distancing and frequent sanitization | Open: One event per day to provide for proper cleaning of facility. Events limited to 10 persons. | Open: One event per day to provide for proper cleaning of facility. Events limited to 50 persons. |
| Community Center | Closed | Post signage reminding visitors of social distancing and proper hygiene. Open only if able to have staffing and supplies for proper cleaning. | Brown County: Follow WEDC Guidelines - Social distancing and frequent sanitization | Open: One event per day to provide for proper cleaning of facility. Events limited to 10 persons. | Open: One event per day to provide for proper cleaning of facility. Events limited to 50 persons. |
| Village Hall (rentals) | Closed | Post signage reminding visitors of social distancing and proper hygiene | Brown County: Follow WEDC Guidelines - Social distancing and frequent sanitization | Open: One event per day; one per weekend to provide for proper cleaning of facility. Events limited to 10 persons. | Open: One event per day; one per weekend to provide for proper cleaning of facility. Events limited to 50 persons. |

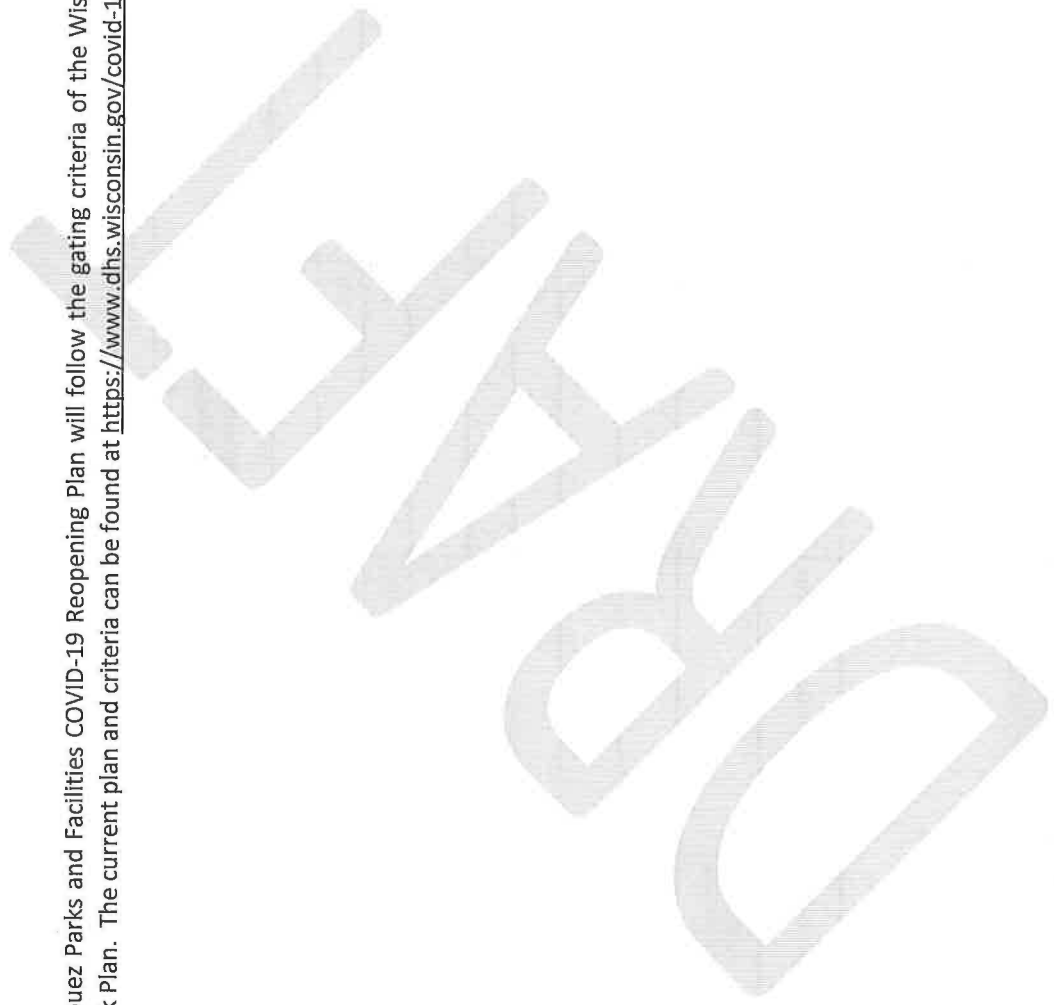
The Village of Allouez Parks Department will be monitoring and working with local communities to have similar re-opening plans to provide consistencies throughout the greater Green Bay area.

Brown County Public Health: <https://www.browncountywi.gov/community/covid-19/general-information/>

Wisconsin Economic Development Corporation Reopen Guidelines: <https://wedc.org/reopen-guidelines/>

Badger Bounce Back Plan

*The Phase/Step of the Allouez Parks and Facilities COVID-19 Reopening Plan will follow the gating criteria of the Wisconsin Department of Health Services Badger Bounce Back Plan. The current plan and criteria can be found at <https://www.dhs.wisconsin.gov/covid-19/prepare.htm>.



Badger Bounce Back



OVERVIEW OF THREE PHASES OF THE BADGER BOUNCE BACK

| Action | Safer At Home | PHASE ONE When all Gating Criteria and Core Responsibilities are met | PHASE TWO Based on re-evaluation of Criteria and Core Responsibilities | PHASE THREE Based on re-evaluation of Criteria and Core Responsibilities |
|--------------------------------------------------------------------------------|----------------------------------------------|-------------------------------------------------------------------------|---------------------------------------------------------------------------|-----------------------------------------------------------------------------|
| Wash hands often | Yes | Yes | Yes | Yes |
| Cover coughs | Yes | Yes | Yes | Yes |
| Don't go out if ill | Yes | Yes | Yes | Yes |
| Face mask if ill person goes out | Yes | Yes | Yes | Yes |
| Surface and object cleaning | Yes | Yes | Yes | Yes |
| Isolation of positive cases | Yes | Yes | Yes | Yes |
| Quarantine of contacts of positive cases | Yes | Yes | Yes | Yes |
| Physical distancing to 6 feet when possible | Yes | Yes | Yes | No |
| Stop unnecessary visits to nursing homes, congregate facilities, and hospitals | Yes | Yes | Yes | Yes (until a vaccine is available) |
| Allow gatherings including religious (above 10, 50 people) | No, but allow religious gatherings below 10. | Yes—10 people maximum | Yes—50 people maximum | Yes—no maximum |



Badger Bounce Back



OVERVIEW OF THREE PHASES OF THE BADGER BOUNCE BACK (continued)

| Action | Safer At Home | PHASE ONE When all Gating Criteria and Core Responsibilities are met | PHASE TWO Based on re-evaluation of Criteria and Core Responsibilities | PHASE THREE Based on re-evaluation of Criteria and Core Responsibilities |
|---------------------------------------------------------------------|---------------------------------------------------------------------|-------------------------------------------------------------------------------|---------------------------------------------------------------------------------|-----------------------------------------------------------------------------------|
| Open restaurants | No, but allow take-out, delivery, and curbside food take-out. | Yes with best practices* | Yes | Yes |
| Open bars | No, but allow take-out and delivery. | No, but allow take-out and delivery. | Yes with best practices* | Yes |
| Open essential businesses | Yes | Yes, with retail restrictions removed | Yes | Yes |
| Open non-essential businesses | Minimum Basic Operations only | Partial reopening* | Yes with best practices* | Yes |
| Open post-secondary education institutions | No | No | Consider reopening | Yes |
| Open K-12 schools | No | Yes* | Yes* | Yes |
| Open daycares | Yes, but limits on capacity. | Yes* | Yes* | Yes |
| Voluntary quarantine of travelers from high- prevalence areas | Yes | Yes | Yes | Yes |

*People over age 60, including employees and those who are medically vulnerable, should continue to shelter in place. Online education/remote work encouraged wherever possible.
Based on recommendations from Resolve to Save Lives, When and How to Reopen After COVID-19 and Guidelines for Opening up America Again.



** At this time, the Department of Health Services (DHS) recommends that all youth sporting events planned for this spring and summer be postponed or canceled due to the spread of COVID-19. Until we meet the benchmarks established in the Badger Bounce Back plan, it is not safe to bring together groups of youth and coaches for practice or to host sporting events. You can track the state's progress on these benchmarks on the [DHS COVID-19 Response website](#).

DHS recommends that individuals avoid all public and private gatherings of any number of people that are not part of a single household or living unit. This applies to events like youth sporting events and team practice. We will re-evaluate this recommendation on in-person public events once Wisconsin has seen progress in the "gating criteria," including a sustained downward trend in COVID-19 cases, and the ability of hospitals and health systems to treat all patients. This is a rapidly changing and evolving situation, but it is unlikely that any large gatherings would be recommended throughout the summer.

Youth sporting events present unique challenges, as successful events typically bring in large numbers of teams and families from a wide geographic area, and many require regular interactions between team members and opposing teams. In addition, communal areas like vendor stalls, shelters, and bathrooms at such events makes it especially challenging to accommodate necessary physical distancing and sanitation recommendations during this time.

DHS understands that there are many positive benefits from participating in youth sports, and that children and families look forward to attending sporting events in the spring and summer. A child and their family can still acquire some of the same benefits of being physically active by going for a family walk, bike ride, or other physical activities that follow safe social distancing guidelines.

Actions to Take

- Stay informed about local COVID-19 information and updates. We recommend checking the website or social media of your local health department and the [Department of Health Services website](#) for the most updated information.
 - Close all sporting facilities and fields, and limit services to only needed maintenance and upkeep. Post relevant signage indicating limitations on use.
 - Coaches can:
 - Consider ways to provide practice virtually or guiding individual practice by providing at-home training instructions.
 - Host virtual team calls or send out team emails to keep the team members connected, provide support and encouragement, and offer tips to stay in shape and practice skills.
- Once it is safe to start holding youth sporting events again, you should coordinate with local public health departments, families, and other community members to ensure that any sporting event meets all expectations and requirements for social distancing or other public health protections.

2020 City of Green Bay Green Bay Parks COVID-19 Reopening Plan

Safety for all employees and park patrons is our number one priority as we begin discussing the reopening of the parks through this COVID-19 crisis. Please note that all of these suggested timelines are tentative dates. Factors to take into account as these dates get closer is whether or not there is a surge of new documented COVID-19 cases in Brown County along with the ability to secure enough seasonal staff, safety supplies and cleaning supplies.

Approximately 1 week prior to the anticipated opening of an amenity, we will issue a press release and update the City's website with information. Our operations and reopening plan will follow CDC, WEDC guidelines and recommendations from the Brown County Health Department. Each division is in the process of completing a comprehensive phased reopening plan. These plans are very comprehensive, complex and well thought out.

Although the Parks Department will do as much as we can to reduce the potential for transmitting the virus, we cannot stop the spread of COVID-19 by ourselves. Everyone who participates will have to do their part and follow the CDC guidelines.

Anticipated Reopening Dates and Expectations

- Currently all trails, tennis courts, disc golf, and basketball courts are open.
- Playgrounds: Friday, May 29.
- Joannes Skatepark and Whitney Dog park: Wednesday, June 3.
- City Hall: Employees will transition back on June 15 (staggered schedules/remote work). The current timeframe is to allow the public into City Hall on Monday, July 6th by appointment only. However, that is subject to change based on local public health recommendations.
- Shelter Rentals/Restrooms: Select shelters on Monday, June 15.
- Bay Beach Amusement Park: Soft opening on June 20 & 21, Open full time on Friday, June 26.
- Bay Beach Wildlife Sanctuary: Phased opening with everything open by July 6.
- Pools: We are hoping to open Colburn pool in early July. It unknown at this time if or when the other 2 pools would open.
- Wading Pools/Splash Pads: Approximately the same time as the Colburn pool opening.
- Playground Program: Monday, July 6.
- City Band Concerts: Will begin the week of July 13.
- Youth Leagues: Practices can start on June 15. Games could begin in early July.
- Adult Sports Leagues: Will begin the week of July 13.
- Blue Ribbons and Adult Soccer: Practices will begin on June 15, Games will start on July 1.
- Special Events and Neighborhood Associations: Starting June 26 - Must follow current CDC guidelines unless social distancing can be met or deemed an essential business

Playgrounds, Skatepark and Whitney Dog Park

- The playgrounds will open on Friday, May 29. The Skatepark and Whitney Dog Park will open to the public on Wednesday, June 3.
- Social distancing of 6' is recommended.

- Bubblers/Drinking Fountains – closed until further notice per CDC guidelines

City Hall

- Employees will transition back on June 15 (staggered schedules/remote work). The current timeframe is to allow the public into City Hall on Monday, July 6th by appointment only. However, that is subject to change based on local public health recommendations.

Shelter Rentals/Restrooms

- Select shelters will open on Monday, June 15. We will begin taking registrations next week.
- On the east side we will open the shelters at Preble, Wilder, Astor, Triangle and Kennedy.
- On the west side we will open the shelters at Muir, Murphy, Perkins, and Colburn.
- In the month of June we will limit the number of people to 36 sq ft of space per participant based on the amount of square footage available per shelter.
- Each month we will re-evaluate this process and make the necessary changes.
- The restrooms will only be open for rentals, not for general park use.

Bay Beach Amusement Park

- Bay Beach Amusement Park will have a soft opening on Saturday, June 20 and Sunday, June 21. We will then modify our re-opening plan if necessary and open full time on Friday, June 26.
- Per recommendations by IAAPA and WEDC capacity should be reduced by 50%. This will be accomplished by only keeping the main parking lot open. All other parking lots will be closed. We will staff the parking lot and when the lot is full we will have to turn people away.
- We will go to a wrist band system instead of individual tickets.
- All picnic tables will be removed.
- All shelter rentals for the season will be cancelled. We may re-evaluate this the last ½ of the season.
- Ride queues will be properly marked to ensure proper social distancing.
- All ride cars, seats and restraints will be disinfected between uses.
- Nearly all of the rides will be operating at reduced capacity. We will block off every other seat or row.
- The pavilion restaurant and concession stands will be open. There will be additional precautions put in place to protect the staff and the public. Additional disinfecting will occur and social distancing between the tables will be implemented. We will use all of the same precautions that restaurants use.

Bay Beach Wildlife Sanctuary

- All trails and many of the outdoor animal exhibits opened on May 26.
- Throughout the duration of the COVID-19 stay at home we have only been taking injured animals on a case by case basis. Starting June 15, we will begin accepting all injured animals again.
- Summer youth programs will start on June 22. The maximum number of people at any given time will be 2 staff and 8 children. This will be re-evaluated as the summer progresses.

- The buildings and remaining animal exhibits are scheduled to open on July 6. However, that is subject to change based on the COVID-19 status in Brown County.

Pools

- Colburn pool will open in early July. We are fairly confident that we will not be able to open all three pools due to staff shortages. Our intent is to open Colburn Pool first because of the new renovations. If we are able to open additional pools we would likely open Joannes Aquatic Center next so that we have one pool on the east side and one on the west side.
- Each aquatic facility will establish capacity level based on pool basin divided by 113 SF. This is the circumference (as determined by Aquatic guidelines, based on a 6 foot diameter circle square).
- Concessions will be pre-packaged only limited due to social distancing concerns.
- Trainings will be conducted based on current Red Cross guidelines and as set by CDC, WEDC, and AOAP.
- Swim lessons, open swim (modified with capacity limits) and sanctioned swim teams at Colburn only (GBSC and GBY) will start with necessary modifications to follow safety guidelines.

Wading Pools and Splashpads

- We are hoping to open the wading pools and splashpads around the same time as the opening of the pools. We still have to determine staffing needs and safety procedures before we will commit to a date.

Playground Program

- The playground program will begin on July 6. We are anticipating a shortage of summer staff due to the late start. Ideally we would open at least 21 out of the 32 playground locations, but it is still too early to tell if we will be able to reach that goal.
- The maximum number of people at any given time will be 2 leaders and 8 children. This will be re-evaluated as the summer progresses. No large special events (games day, tournaments, talent shows, Kiddie Karnival and Parade)
- The Schools will not be providing lunches at the playground programs this year.
- Additional seasonal staff will be hired to sanitize the restrooms on a regular basis.

City Band Concerts

- Will begin the week of July 13.
- Social distancing will be implemented.

Youth Leagues

- Practices can start on June 15. Games to start on July 1.
- Each league board will determine if they would like to run their league. The Parks Department will allow it, but will not mandate it.
- In order to run their league each board will be required to submit a safety plan based on CDC recommendations, social distancing and/or meeting current gathering recommendations where social distancing cannot be met and will have to enforce it.

Adult Sports Leagues

- Will begin the week of July 13.

Blue Ribbons and Adult Soccer

- Practices will begin on June 15. Games will start on July 1. Social distancing guidelines will be put into place for the spectators.

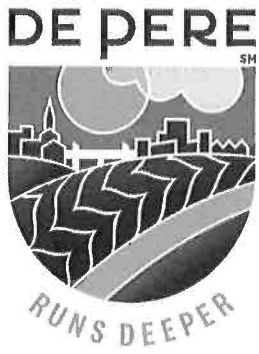
Special Events and Neighborhood Association Gatherings

- Starting on June 26 special events will be allowed but must follow current CDC guidelines unless social distancing can be met or deemed essential.
- Special events will need approval from the special events committee.

Programming

- All programming shall meet 6 foot physical distancing requirements. Based on indoor or outdoor events the total attendance may vary.
- Events with high demand may be staggered in times to accommodate higher volume and limiting interactions
- Capacity will be based on the specific program and whether it will be conducted indoors or outside.
- A maximum capacity indoor will be 36 sq ft of space per participant to allow for 6' physical distancing

DRAFTED: 05/27/2020



REOPENING PLAN PHASE 1

Overview

Effective: May 26, 2020

The table below provides a general guide for City staff and the community for the Initial Phase Plans of Reopening facilities and City programs owned and/or managed by the City of De Pere. Each facility has a separate plan with regards to appropriate personal protective equipment (PPE) and cleaning routines to ensure the facility is reopened as safely as possible with appropriate risk mitigation measures in place.

In addition, the City recognizes the use of face coverings and the processes utilized to conduct public meetings impacts numerous facilities and therefore, are discussed separately below outside of the guidelines identified in the table.

REQUIRED Face Masks and Face Coverings: A face mask or face covering shall be worn by all citizens entering the City Hall Complex, Police Department, Community Center, Municipal Services Center, Fire Station 1 and Fire Station 2. Infants and citizens with medical conditions that prevent them from wearing a mask or face covering are not required to wear a mask or face covering. If a citizen is unable to wear a face mask or face covering due to a medical condition, instructions on how to meet with and/or discuss issues with City staff without a face mask or face covering will be posted at the entrance of each of the before mentioned City facilities. In addition, face masks or face coverings are encouraged for all citizens participating in outdoor programs or events located at all other enclosed and open air City facilities and properties.

Public Meeting Attendance: All municipal City Council, Committee, Commission and Board meetings will be conducted virtually until further notice. The public can participate by following the instructions and links for either phone or internet service participation provided on the agenda segment of the City's Website at www.deperewi.gov.

| Facility | Current | Phase 1 Plan |
|---------------------|-------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| City Hall | <ul style="list-style-type: none"> • Closed to Public • Remote Services | <ul style="list-style-type: none"> • Limited Public Access • Utility Billing Open • In-Person Meetings Discouraged but Allowed by Appointment |
| Fire Stations 1 & 2 | <ul style="list-style-type: none"> • Closed to Public | <ul style="list-style-type: none"> • Closed to Public • In-Person Meetings Discouraged but Allowed by Appointment |

| | | |
|----------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Police Station | <ul style="list-style-type: none"> • Closed to Public | <ul style="list-style-type: none"> • Limited Public Access in Front Lobby and Conference Room • In-Person Meetings Discouraged but Allowed by Appointment |
| Municipal Services Center | <ul style="list-style-type: none"> • Closed to Public • Remote Services • Restricted Public Access for Rubbish Drop Off Site | <ul style="list-style-type: none"> • Limited Public Access for exterior services • In-Person Meetings Discouraged but Allowed by Appointment • Restricted Public Access for Rubbish Drop Off Site |
| Boat Launches | <ul style="list-style-type: none"> • Open with Social Distancing • Events Cancelled | <ul style="list-style-type: none"> • Open with Social Distancing |

| Facility | Current | Phase 1 Plan |
|---------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Outdoor Parks, Trails, Buildings and Recreational Facilities | <ul style="list-style-type: none"> • Most Open to Public with Bathrooms Closed • Playgrounds Closed • Park Shelters Closed • Field Reservations Cancelled • Programming & Events Cancelled | <ul style="list-style-type: none"> • Most Open to Public including Bathrooms • Playgrounds Open • Enclosed Park Shelters Open for Small Groups (less than 50) • Open Park Shelters Open for small groups (less than 50) • Field Reservations for private groups of less than 50 • City Managed Programming & Events Limited with social distancing |
| Legion Pool | <ul style="list-style-type: none"> • Closed to Public | <ul style="list-style-type: none"> • Closed to General Public for Open Swim • Limited lap swimming and private swim lessons and rentals |

| | | |
|---------------------------------------|--------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| | | with groups of less than 50 |
| Indoor Recreational Facilities | <ul style="list-style-type: none"> • Closed to Public • Programming & Reservations Cancelled | <ul style="list-style-type: none"> • Programming & Events Limited with social distancing |
| Community Center | <ul style="list-style-type: none"> • Closed to Public • Events & Reservations Cancelled | <ul style="list-style-type: none"> • Programming & Events Limited with social distancing • Limited Room Rentals • In-Person Meetings Discouraged but Allowed by Appointment |

