

CITY OF WILLMAR

**LABOR COMMITTEE MEETING
6:15 PM, MONDAY, JUNE 8, 2020
VIRTUAL - GOTOMEETING**

AGENDA

**Chair: Shawn Mueske
Vice Chair: Fernando Alvarado
Members: Samantha Beckman
Vicki Davis
Kathy Schwantes**

1. Meeting Called to Order
2. Planning & Development Internship
3. Dorothy Olson Aquatic Center Opening
4. WillmarBike Opening
5. Miscellaneous
6. Adjourn

City of WILLMAR

PLANNING & DEVELOPMENT INTERN

Position Title: Planning & Development Intern

Department: Planning and Development Services

Supervisor: Planning and Development Services Director

Supervises: None

Pay Range: \$10-15/hr **FLSA Status:** Non-exempt

Purpose

Perform non-supervisory technical work related to Planning & Community Development department research, policy proposals, and zoning enforcement

Organizational Relationships

Internal: City Administrator, Department Directors, Planner, Building Official, Building Inspector, and technical staff;

External: Developers, contractors, realtors, surveyors, architects, engineers, other planners, Mid MN Development Commission, Willmar Main Street committee, V2040 Housing Task Force, Development Committee, Planning Commission, Economic Development Association of Minnesota, MN Chapter of the American Planning Association, City of Willmar & Kandiyohi County Economic Development Commission (EDC), and general public

Essential Functions

Assist with 2020 Comprehensive Plan

Assist with zoning and subdivision ordinance enforcement, education and administration (e.g. plan review, conditional use permits, zonings ordinance amendments, new policies, variances, and plats)

Assist with finding and researching information for policy development and answer requests

When necessary, attend evening meetings of the Planning Commission, Board of Zoning Appeals, Willmar Main Street, and 2020 Comprehensive Plan Task Force

Create narrative explanations, PowerPoint presentations, graphics, maps, tables, charts and lists

Assist with preservation and maintenance of department records and files

Perform other related duties as assigned by supervisor and/or in collaboration with Planner

Required Knowledge, Skills, and Abilities

Knowledge of city planning, zoning and subdivision practices

Some familiarity with local, state, and federal land use, planning and development laws, regulations, and programs

Knowledge of economic development principles

Knowledge of local government procedures and decision making dynamics

Ability to read maps, construction plans, and data

Computer skills: Outlook, Word, Excel, PowerPoint, Internet, with an emphasis on GIS skillset

Skilled written and verbal communications

Ability to routinely collaborate internal team and with external citizen committees

Ability to provide ideas and alternatives to enhance and complete development of policies and ordinances

Internship Experiences & Opportunities

It is anticipated that this position will provide the Intern with a variety of opportunities to experience

PLANNING & DEVELOPMENT INTERN

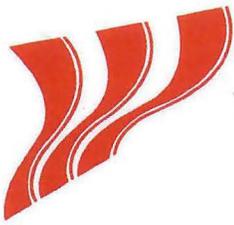
the broadest applications of city planning & development. The Intern will also share responsibility for the creative development of ongoing policies and programs, working with Department Director, Planner, committees, commissions and residents on economic development initiatives, program development, comprehensive plan data, land use applications, zoning variances and enforcement.

Minimum Qualifications

Student or recent graduate of a Bachelor's degree in Planning, Urban Studies, Geography, Public Administration, or other related program.

Working Conditions

Work is performed in an office environment with short travel to locations inside and outside City Hall to review projects and attend meetings. Operates either a City or personal vehicle. Primarily a sedentary position, requiring sitting for extended periods of time, some standing, walking and lifting of at most 30 lbs. Work place noise is minimal to quiet, but staff may be exposed to louder noises and dangerous or unsafe conditions at construction sites that requires caution and wearing of protective helmet and clothing. Must therefore have the senses of touch and hearing. Also, staff routinely use near vision to visually focus on small details. Also staff must be able to periodically use fine and large motor movements.



LABOR COMMITTEE AGENDA REPORT

To: Labor Committee	Date: June 8, 2020
From: Rob Baumgarn, Parks & Recreation Director	Agenda item: Opening of the Dorothy Olson Aquatic Center/Splash Pad for Summer 2020.

RECOMMENDED ACTION:

Motion By: _____ Second By: _____,

to authorize the closing of the Dorothy Olson Aquatic Center/Splash Pad until the Governor order's state to re-open for public use and to assess financial impact at that time.

HISTORY:

The Dorothy Olson Aquatic Center is a community staple when it comes to summertime. With access to two slides, water features, rock climbing wall, and a concession stand. The DOAC serves many day care and community youth groups as an outing to visit, and accommodates celebrations, and team events. The staff at the Dorothy Olson Aquatic Center are trained in First Aid/CPR, and lifeguards take part in weekly training sessions.

The Dorothy Olson Aquatic Center got some updates this past spring; including resurfacing of the pool, installation of a climbing wall and removal of the diving boards. The normal opening date for the facility is the second week of June and remains open till mid-August. Hours of operation are 12:00-7:00pm, and shorten to 1:00-6:00pm around the end of July. The Governor orders do not allow public open swimming at this time. Executive Order 20-63.

Recently, the Parks and Recreation Department was informed from the Public Works Staff that there is potential pipe damage that if repaired would delay the opening of the pool. Public Works staff is investigating the situation and will report back to the committee on the results.

FINANCIAL IMPACT:

Operational Budget is: \$241,831

Potential revenue is: \$64,500

The expense to operate the pool is costly no matter the circumstance. The cost to operate this season, given the pandemic, restrictions currently in place, will not set up to be a profitable season. There are avenues we can reduce part-times expenses but operational cost will remain similar to past seasons.

ALTERNATIVES:

1. Delay opening date for a shortened season.
2. Not operate the Dorothy Olson Aquatic Center/Splash Pad for Summer 2020.

REVIEWED BY: Brian Gramentz, City Administrator

COMMITTEE MEETING DATE: Labor, June 8, 2020

COUNCIL MEETING DATE:

Planning Options for the DOAC Cliff Note Version:

Training for staff:

- Training for staff can be broken into smaller groups.
- Training Videos are available.

Capacity:

- **Max is 343**
 - Begin at Level 1, work our way up as allowed.
 - LEVEL 1: 75% reduced of full capacity is 86 patrons
 - LEVEL 2: 70% reduced of full capacity is 103 patrons
 - LEVEL 3: 65% reduced of full capacity is 120 patrons
 - LEVEL 4: 60% reduced of full capacity is 137 patrons
 - LEVEL 5: 55% reduced of full capacity is 154 patrons
 - LEVEL 6: 50% reduced of full capacity is 171 patrons
- No lounge chairs provided.
 - Patrons must bring their own and are responsible to disinfect their personal belongings.
- Marking spaces throughout the facility properly spaced for families to use.
 - "Parking Spaces"

Concessions/Admissions:

- Will be asked to wear masks and gloves during shift.
- Plexiglass will be installed by registers.
- Lifeguard jacket rentals available, but must be quarantined for 3 days before can be used again.
- Patron questionnaire/risk understanding waiver to be completed stating the risk of exposure.
- If under 18 years of age, must have parent/guardian bring and complete waiver upon arrival.
- Entry/Exit designated areas
 - Pool main entrance: with waiting space markers placed throughout sidewalk areas to avoid congestion in the entryway.
 - Exit the pool area from the grass exit: no one allowed to enter through this way.
- Picnic area: Limit amount or remove tables in the food area. Encouraging patrons to eat in their 'parking space'.
- Concession items to serve would only be pre-packaged and beverages.
 - Much reduced from previous seasons.

Locker Rooms:

- Removal of benches, to limit congestion
- Encourage and promote patrons to arrive in swimwear.
- No items will be allowed to be stored in locker rooms.

COVID-19 Cleaning/Safety:

- Chlorine kills the virus (including the surfaces it may splash on).
- Signage posted encouraging proper hand washing.
- Sanitizer stations would be located throughout the facility.
- Social distancing markers placed in spaces where congregation could occur.
- Hula hoops available to encourage social distancing while in water.
- Record keeping of cleaning of high touch point areas and locker room areas.
- Signage posted regarding capacity level/limit.
 - (One staff per shift will be designated for attendance)
- During swimmers break, staff would complete a full clean of the facility.
 - Normal hours breaks: 1:30, 3:30, 5:30p

Lifeguard Stations/Duties:

- Staff consists of roughly 25-30.
 - Currently have 25 wanting to return for the summer.
 - Applications on file to hire roughly 10, 4 are LG.
- The lifeguard on their designated stand, must be a lifeguard, first and foremost.
- Due to smaller capacity of patrons, we can eliminate one stand for the guards to observe. This eliminated station/guard will allow us to schedule a "COVID Practicing" Staff. Their duties include:
 - Cleaning of high touch areas, social distancing monitoring, restocking cleaning supplies.
- Upon rotations to the next station, guards will wipe down their station, making it clean for the next guard.

Hours of Operations:

- Shorten hours vs extended hours
 - Shortened "Near-end of season hours": 1:00-6:00p/2:00-7:00p
 - More in evening, attract for families
 - Normal Hours: 12:00-7:00p
 - Daycare/Community group time:
 - One group allowed to come before opening of facility
 - I.E. Cardinal Place from 10:00a-11:30a (on normal operating hours).

accordance with applicable guidance available at DEED's guidance website (<https://mn.gov/deed/guidance>).

- B. The total number of workers facilitating the event (including all persons licensed by the Minnesota Racing Commission, owners, drivers, pit crews, or other support personnel) must not exceed 250 persons in single self-contained space.
- xi. Places of Public Accommodation may open to provide space and facilities (indoor and outdoor) for Organized Youth Sports and Youth Programs pursuant to the requirements in paragraph 7.f and 7.g. Nothing in this paragraph should be construed to permit Places of Public Accommodation otherwise closed by this order to reopen to the general public.
- xii. If allowed by the facility owner and operator, indoor and outdoor pools may be used by Organized Youth Sports and Youth Programs pursuant to the requirements in paragraph 7.f and 7.g. Public pools must otherwise remain closed to the general public.
- d. **Critical Businesses.** Businesses whose workers qualified for a Critical Sector exemption under paragraph 6 of Executive Order 20-48 may continue to operate in the same manner as provided in Executive Order 20-48.
- e. **Non-Critical Businesses.** If it has not done so already, a Non-Critical Business choosing to open or remain open must establish and implement a COVID-19 Preparedness Plan ("Plan"). Each Plan must provide for the business's implementation of guidance for their specific industry or, if there is no specific guidance, general guidance for all businesses, as well as Minnesota OSHA Standards and MDH and CDC Guidelines in their workplaces. These requirements are set forth in guidance ("Plan Guidance") available on DEED's website (<https://mn.gov/deed/guidance>).
 - i. **Required Plan content.** As set forth in the Plan Guidance, at a minimum, each Plan must adequately address the following areas:
 - A. **Require work from home whenever possible.** All Plans must ensure that all workers who can work from home continue to do so.
 - B. **Ensure that sick workers stay home.** All Plans must establish policies and procedures, including health screenings, that prevent sick workers from entering the workplace.
 - C. **Social distancing.** All Plans must establish social distancing policies and procedures.

- vii. **Training.** Each Non-Critical Business must ensure that training is provided to workers on the contents of its Plan and required procedures, so that all workers understand and are able to perform the precautions necessary to protect themselves and their co-workers. This training should be easy to understand and available in the appropriate language and literacy level for all workers. Businesses should also take steps to supervise workers and ensure that workers understand and adhere to necessary precautions to prevent COVID-19 transmission. Documentation demonstrating compliance with this training requirement must be maintained and made available to regulatory authorities and public safety officers, including DLI, upon request.
 - viii. **Compliance.** Workers and management must work together to ensure compliance with the Plan, implement all protocols, policies, and procedures, and create a safe and healthy work environment.
 - ix. **Availability to regulatory authorities and public safety officers.** Non-Critical Businesses do not need to submit their Plans for preapproval. Upon request, Non-Critical Businesses must make their Plans available to regulatory authorities and public safety officers, including DLI.
 - x. In the event of a complaint or dispute related to a Non-Critical Business's Plan, DLI is authorized to determine whether the Plan adequately implements the applicable guidance, Minnesota OSHA Standards and MDH and CDC Guidelines in its workplaces.
- f. **Youth Programs.** This Executive Order intends to allow as many summer programs for youth as can safely be provided. Youth Programs intending to operate must do so in accordance with the following requirements:
- i. "Youth Programs" means programs providing care or enrichment to children or adolescents such as day camps, summer activities, and recreational or educational classes that require registration and have on-site supervision. "Youth Programs" does not include licensed child care facilities or school-district summer learning programs.
 - ii. Youth Programs must adhere to the requirements set forth in paragraph 7.e of this Executive Order, including development and implementation of a COVID-19 Preparedness Plan in accordance with guidance for youth and student programs available on MDH's website (<https://www.health.state.mn.us/diseases/coronavirus/schools/>). COVID-19 Preparedness Plans must be distributed, available for review, and followed by participants and their parents or guardians.
 - iii. Youth Programs must comply with any public health restrictions implemented by the manager or owner of property or facilities used by

the program, including any restrictions set by school districts on the use of their facilities, and adhere to guidance for youth and student programs available on MDH's website

(<https://www.health.state.mn.us/diseases/coronavirus/schools/>).

- g. **Organized Youth Sports.** Organized Youth Sports organizations and programs intending to operate must do so in accordance with the following requirements:
- i. "Organized Youth Sports" means any sports activity where participants are children or adolescents, organized by entities, associations, clubs, or organizations providing for registration of participants and oversight on a regular basis for a defined period of time. Sports activities within this definition include all sports offered by the Minnesota State High School League as well as dance, cheerleading, and other sports traditionally offered by supplemental associations or organizations.
 - ii. Entities, associations, organizations, and clubs that provide Organized Youth Sports must adhere to the requirements set forth in paragraph 7.e of this Executive Order, including development and implementation of a COVID-19 Preparedness Plan in accordance with applicable guidance for youth sports available on DEED's website (<https://mn.gov/deed/guidance>). COVID-19 Preparedness Plans must be distributed and available for review by participants and their parents or guardians.
 - iii. Entities, associations, organizations, and clubs that provide Organized Youth Sports must ensure that all trainers and coaches understand their COVID-19 Preparedness Plan and related guidance.
 - iv. Indoor or outdoor facilities that support Organized Youth Sports must also adhere to the requirements set forth in paragraph 7.e of this Executive Order, including development and implementation of a COVID-19 Preparedness Plan in accordance with applicable guidance for youth sports available on DEED's website (<https://mn.gov/deed/guidance>). COVID-19 Preparedness Plans must be distributed to, available for review, and followed by entities, associations, organizations, and clubs that provide Organized Youth Sports.
- h. **Higher education institutions.** To the extent higher education classes cannot be provided through distance learning, higher education institutions, in consultation with their governing boards, the Office of Higher Education ("OHE"), and MDH, may offer in-person classes or activities consisting of no more than 10 individuals. Education and training programs not registered or licensed with OHE or part of the Minnesota State Colleges and Universities or University of



Coronavirus Disease 2019 (COVID-19)

Considerations for Public Pools, Hot Tubs, and Water Playgrounds During COVID-19

As public aquatic venues open in some areas, CDC offers the following considerations for the safety of those who operate, manage, and use public pools, hot tubs, and water playgrounds. Public aquatic venues can be operated and managed by:

- city or county governments
- apartment complexes
- membership clubs (for example, gyms)
- schools
- waterparks
- homeowners' associations

All decisions about implementing these considerations should be made locally, in collaboration with [local health officials](#). Operators of public aquatic venues can consult with local officials to determine if and how to implement these considerations while adjusting them to meet the unique needs and circumstances of the local jurisdiction. Their implementation should also be informed by what is feasible, practical, and acceptable.

Promoting Behaviors that Prevent the Spread of COVID-19

Public aquatic venues can consider different strategies to encourage healthy hygiene, including:

- Hand Hygiene and Respiratory Etiquette
 - Encouraging all staff, patrons, and swimmers to [wash their hands](#) often and cover their coughs and sneezes.
- Cloth Face Coverings
 - Encouraging the use of [cloth face coverings](#) as feasible. Face coverings are **most** essential in times when physical distancing is difficult.
 - Advise those wearing face coverings to not wear them in the water. Cloth face coverings can be difficult to breathe through when they're wet.
- Staying Home
 - Educating staff, patrons, and swimmers about when to stay home (for example, if they have [symptoms](#) of COVID-19, have tested positive for COVID-19, or were exposed to someone with COVID-19 within the last 14 days) and when they can safely [end their home isolation](#).
- Adequate Supplies
 - Ensuring adequate supplies to support healthy hygiene. Supplies include soap, hand sanitizer with at least 60 percent alcohol (for staff and older children who can safely use hand sanitizer), paper towels, tissues, and no-touch trash cans.
- Signs and Messages
 - Posting [signs](#) about how to [stop the spread](#)  of COVID-19, [properly wash hands](#), [promote everyday protective measures](#) , and [properly use a cloth face covering](#)  in highly visible locations (for example, at deck entrances and at sinks).
 - Broadcasting [regular announcements about how to stop the spread on PA system](#).
 - Including messages about behaviors that prevent the spread of COVID-19 in contracts with individual patrons or households, in emails, on facility websites (for example, posting online [videos](#)), through facility's [social media accounts](#), and on entrance tickets).

Maintaining Healthy Environments

To maintain healthy environments, operators of public aquatic venues may consider:

- Cleaning and Disinfection
 - [Cleaning and disinfecting](#) frequently touched surfaces at least daily and shared objects each time they are used. For example:
 - Handrails, slides, and structures for climbing or playing
 - Lounge chairs, tabletops, pool noodles, and kickboards
 - Door handles and surfaces of restrooms, handwashing stations, diaper-changing stations, and showers
 - Consulting with the company or engineer that designed the aquatic venue to decide which [List N disinfectants approved by the U.S. Environmental Protection Agency](#) [↗](#) (EPA) are best for your aquatic venue.
 - Setting up a system so that furniture (for example, lounge chairs) that needs to be cleaned and disinfected is kept separate from already cleaned and disinfected furniture.
 - Labeling containers for used equipment that has not yet been cleaned and disinfected and containers for cleaned and disinfected equipment.
 - Laundering towels and clothing according to the manufacturer's instructions. Use the warmest appropriate water temperature and dry items completely.
 - Protecting shared furniture, equipment, towels, and clothing that has been cleaned and disinfected from becoming contaminated before use.
 - Ensuring [safe and correct use](#) and storage of disinfectants, including storing products securely away from children.
- Ventilation
 - Ensuring that ventilation systems of indoor spaces operate properly.
 - Increasing introduction and circulation of outdoor air as much as possible by opening windows and doors, using fans, or other methods. However, do not open windows and doors if doing so poses a safety risk to staff, patrons, or swimmers.
- Water Systems
 - [Taking steps](#) to ensure that all water systems (for example, drinking fountains, decorative fountains, hot tubs) are safe to use after a prolonged facility shutdown to minimize the risk of [Legionnaires' disease](#) and other diseases associated with water.
- Modified Layouts
 - Changing deck layouts to ensure that in the standing and seating areas, individuals can remain at least 6 feet apart from those they don't live with.
- Physical Barriers and Guides
 - Providing physical cues or guides (for example, lane lines in the water or chairs and tables on the deck) and visual cues (for example, tape on the decks, floors, or sidewalks) and signs to ensure that staff, patrons, and swimmers stay at least 6 feet apart from those they don't live with, both in and out of the water.
- Communal Spaces
 - Staggering use of communal spaces (for example, in the water or breakroom), if possible, and [cleaning and disinfecting](#) frequently touched surfaces at least daily and shared objects each time they are used.
- Shared Objects
 - Discouraging people from sharing items that are difficult to clean, sanitize, or disinfect or that are meant to come in contact with the face (for example, goggles, nose clips, and snorkels).
 - Discouraging the sharing of items such as food, equipment, toys, and supplies with those they don't live with.
 - Ensuring adequate equipment for patrons and swimmers, such as kick boards and pool noodles, to minimize sharing to the extent possible, or limiting use of equipment by one group of users at a time and cleaning and disinfecting between use.

Maintaining Healthy Operations

To maintain healthy operations, operators of public aquatic venues may consider:

- Protections for Vulnerable Staff
 - Offering options such as telework or modified job responsibilities that reduce their risk of getting infected.
 - Limiting aquatic venue use to only staff, patrons, and swimmers who live in the local area, if feasible.
- Lifeguards and Water Safety
 - Ensuring that lifeguards who are actively lifeguarding are not also expected to monitor handwashing, use of cloth face coverings, or social distancing of others. Assign this monitoring responsibility to another staff member.
- Alterations of Public Aquatic Venues
 - Consulting the company or engineer that designed the aquatic venue before altering aquatic features (for example, slides and structures designed for climbing or playing).
- Regulatory Awareness
 - Being aware of local or state regulatory agency policies on gathering requirements or recommendations to determine if events, such as aquatic fitness classes, swim lessons, swim team practice, swim meets, or pool parties can be held.
- Staggered or Rotated Shifts
 - Staggering or rotating shifts to limit the number of staff present at the aquatic venue at the same time.
- Designated COVID-19 Point of Contact
 - Designating a staff member to be responsible for responding to COVID-19 concerns. All staff should know who this person is and how to contact him or her.
- Gatherings
 - Avoiding group events, gatherings, or meetings both in and out of the water if social distancing of at least 6 feet between people who don't live together cannot be maintained. Exceptions to the social distancing guidance include:
 - Anyone rescuing a distressed swimmer, providing first aid, or performing cardiopulmonary resuscitation, with or without an automated external defibrillator.
 - Individuals in the process of evacuating an aquatic venue or entire facility due to an emergency.
 - If planned events must be conducted, staggering drop-off and pick-up times, as much as possible, to maintain distance of at least 6 feet between people who don't live together.
 - Asking parents to consider if their children are capable of staying at least 6 feet apart from people they don't live with before taking them to a public aquatic venue.
 - Limiting any nonessential visitors, volunteers, and activities involving external groups or organizations.
- Communication Systems
 - Putting systems in place for:
 - Having staff, patrons, and swimmers self-report if they have [symptoms](#) of COVID-19, a positive test for COVID-19, or were exposed to someone with COVID-19 within the last 14 days.
 - Notifying [local health authorities](#) of COVID-19 cases.
 - Notifying staff, patrons, and swimmers (as feasible) of potential COVID-19 exposures while maintaining confidentiality in accordance with the [Americans with Disabilities Act \(ADA\)](#) [↗](#) .
 - Notifying staff, patrons, and swimmers of aquatic venue closures.
- Leave Policies
 - Implementing sick leave (time off) policies and practices for staff that are flexible and non-punitive.

- Developing return-to-work policies aligned with CDC's [criteria to discontinue home isolation](#).
- Back-Up Staffing Plan
 - Monitoring absenteeism of staff and creating a roster of trained back-up staff.
- Staff Training
 - Training staff on all safety protocols.
 - Conducting training virtually or ensuring that [social distancing](#) is maintained during in-person training.
- Recognize Signs and Symptoms
 - Conducting daily health checks (for example, temperature screening or [symptom checking](#)) of staff. Ensure safe and respectful implementation that is aligned with any applicable privacy laws and regulations.
 - Consider using examples of screening methods in CDC's [General Business FAQs](#) as a guide.

Preparing for When Someone Gets Sick

To prepare for when someone gets sick, operators of public aquatic venues may consider:

- Isolating and transporting those who are sick to their home or a healthcare provider.
 - Immediately separating staff, patrons, or swimmers with COVID-19 [symptoms](#) (for example, fever, cough, or shortness of breath).
 - Establishing procedures for safely transporting anyone sick to their home or to a healthcare provider.
- Notifying health officials and close contacts.
 - Immediately notifying [local health officials](#), staff, patrons, and swimmers of any case of COVID-19 while maintaining confidentiality in accordance with the [Americans with Disabilities Act \(ADA\)](#) [↗](#).
 - Informing those who have had [close contact](#) with a person diagnosed with COVID-19 to stay home and [self-monitor for symptoms](#), and follow [CDC guidance](#) if symptoms develop.
- Cleaning and Disinfection
 - Closing off areas used by a sick person and not using the areas until after cleaning and disinfecting them.
 - Waiting more than 24 hours before cleaning and disinfecting these areas. Ensuring [safe and correct](#) use and storage of [EPA-approved List N disinfectants](#) [↗](#), including storing products securely away from children.

Other Resources

Lakes, oceans, and other recreational water

There is no evidence that COVID-19 can be spread to humans through the use of [recreational waters](#). Follow [safe swimming practices](#) along with social distancing and [everyday preventative actions](#) to protect yourself.

- [Latest COVID-19 information](#)
- [Cleaning and Disinfection](#)
- [Guidance for Businesses and Employers](#)
- [CDC Healthy Swimming](#)
- [CDC Steps of Healthy Swimming](#)
- [COVID-19 Prevention](#)
- [Handwashing Information](#)
- [Face Coverings](#)
- [Social Distancing](#)
- [COVID-19 Frequently Asked Questions](#)
- [CDC communication resources](#)
- [Community Mitigation](#)

Reopening of Public Swimming Pool and Aquatic Facilities

UPDATED 5/28/2020

NOTE: Swimming pools used for youth sports and recreational activities, as described in [Executive Order 20-63](https://www.leg.state.mn.us/archive/execorders/20-63.pdf) (<https://www.leg.state.mn.us/archive/execorders/20-63.pdf>), may operate according to language in the Executive Order. Broader recreational reopening of pools is currently not allowed, although guidance for “before reopening” may be helpful for all swimming pool operators.

Before reopening and for pools that choose to remain closed

Secure premises to prevent access

Drowning remains a leading cause of accidental injury death in the United States. If the pool is closed, be sure all doors, gates, and windows that allow access are closed and locked.

Maintain recirculation and disinfection

All pools and spas

Maintain the pool chemistry even if the pool is not operational.

- Keep the water chemically balanced to prevent damage to surfaces and equipment by corrosive or scale-forming water. Properly balanced water will prevent biofilm and algae growth.
- Minimize the use of pool heaters. Heaters should be run for 15-20 minutes after starting circulation to ensure they are operating correctly. After that, they can be turned off until the pool is ready to be open for bathers.
- Reduce the speed of the circulation pump. Ensure there is enough water flow to keep the chemical controllers operating, and to turn the volume of water over at least once daily.
- Maintain the pool as normal. Check and balance the water chemistry, remove debris, and clean the skimmer and pump baskets no less than once a week. Continued maintenance includes brushing, vacuuming, and backwashing.

Aquatic play features

Aquatic play features or fountains such as water slides, cascading mushrooms, dumping buckets, or spray decks must be operated intermittently. Circulate water through these features several times per week for at least 30 minutes to help reduce pathogens in plumbing lines that service these features.

Seasonal pools

Clean and start the pool as normal, and follow the guidance above.

If present, leave safety covers installed to reduce the amount of debris entering the water.

Hot tubs and spas: *Legionella* concerns

Extended closures of hot tubs and spas can increase the risk of waterborne diseases such as Legionnaires' disease. *Legionella* is the organism that causes Legionnaire's Disease and Pontiac Fever. It is important to ensure hot tubs and spas are safe to use and minimize the transmission of *Legionella* and other bacteria.

See the following CDC guidance:

[Extended Hot Tub/Spa Closures \(https://www.cdc.gov/healthywater/swimming/aquatics-professionals/extended-hot-tub-closures.html\)](https://www.cdc.gov/healthywater/swimming/aquatics-professionals/extended-hot-tub-closures.html)

[Operating Public Hot Tubs/Spas \(https://www.cdc.gov/healthywater/swimming/aquatics-professionals/operating-public-hot-tubs.html\)](https://www.cdc.gov/healthywater/swimming/aquatics-professionals/operating-public-hot-tubs.html)

[Guidance for Reopening Buildings After Prolonged Shutdown or Reduced Operation \(https://www.cdc.gov/coronavirus/2019-ncov/php/building-water-system.html\)](https://www.cdc.gov/coronavirus/2019-ncov/php/building-water-system.html)

Planning for reopening

Capacity and distancing

The pool operator is ultimately responsible for ensuring that social distancing requirements are met. Determine user capacity based on social distancing requirements, and the facility's pool, spa deck, restroom, and locker room configurations.

Planning for reduced capacity

Consider the square footage needed per bather to allow for 6 feet of space for each patron (except for family groups) in the pool and on the deck at all times. In most cases, this will effectively reduce the regular posted capacity by 50%.

REOPENING OF PUBLIC SWIMMING POOL AND AQUATIC FACILITIES

- Ensure that capacity allows for proper social distancing on the pool deck in the event of a fecal incident or other life-safety situation where bathers may need to exit the pool and remain on the pool deck or evacuate to another location.
- Establish a schedule with time slots for various activities, and allow sign-ups online and/or by phone.
- Consider assigning separate entries and exits, and manage the flow of users to move in one direction.
- Consider impact on programs – recreational swim, water exercise, lap swim, swim lessons, swim team practices. Develop a plan for these scenarios, as applicable to your facility.

Lobby and locker rooms

Consider staggering entry of users and establish time limits to maximize the number of users while maintaining capacity limits.

- Establish safe places for guests to wait for entry.
- Encourage re-arranging locker rooms or putting in place other physical barriers or markings to encourage social distancing.
- Install sanitizing stations at the entrance to your facility and at key locations throughout the facility where customers are likely to contact shared equipment. If hand sanitizer is provided, ensure it contains at least 60% alcohol.
- Enforce the requirements for user sanitation and safety, including showering, as stated in [Minnesota Rule 4717.1650: User Sanitation and Safety](https://www.revisor.mn.gov/rules/4717.1650/) (<https://www.revisor.mn.gov/rules/4717.1650/>).
- Do not allow guests to congregate while waiting for access. Consider using floor markings, outdoor distancing, waiting in cars, or other techniques to maintain adequate separation.

Pool deck and bodies of water

Locate deck furniture in accordance with distancing requirements.

- Consider marking furniture locations.

Limit the number of individuals on play features to avoid crowding.

If diving boards, slides, or other aquatic play features are used, consider marking off the proper distance for people standing in line.

During lap swim, consider proper distance between swimmers.

- One patron per lane at a time is recommended for lap swimming or competition. Patrons should swim in the middle of the lane to allow for maximum distance between their heads.

Staffing

Ensure adequate staffing to accommodate modifications to the operation, including altered hours of operation and enhanced cleaning and disinfecting protocols. Train all staff on new procedures and expectations.

Each facility must have a designated person on site to ensure that guidelines and regulations are followed. A facility may appoint an attendant or other staff member to perform these duties, as long as the facility is otherwise properly staffed. **A lifeguard while on lifeguard duty may not perform duties of the attendant** or be given additional duties that distract from the responsibilities of lifeguarding.

Plan employee schedules so that cohort groups work together, when practical. For example, Aaden, Javier, and Ann always work together; Hodan, Dawb, and Peter always work together. However, members of one team never work with another team. Scheduling in teams can help to reduce exposures within the staff.

For pools without lifeguards, make a plan to determine how mandated capacity limits and access will be monitored. Options may include using a screener at the pool entrance, or using a video monitoring system.

Implement sick leave (time off) policies and practices for staff that are flexible and non-punitive.

Signage

Identify and post additional signage, including for:

- Capacity and social distancing
- Reminders to wash hands and practice good personal hygiene
- Location of handwashing and sanitizing stations
- Instructions on how to identify symptoms of COVID-19
- Information about being excluded if individuals or household members are exhibiting symptoms of COVID-19

Emergency protocols and other safety considerations

Evaluate COVID-19 impact on rescue protocol:

- Ensure adequate supply and reliable source of personal protective equipment (PPE).
- Evaluate and revise CPR protocol as needed (example: acquire bag valve mask to eliminate the need for mouth to mouth resuscitation).
- Have staff treat any emergency victim as COVID-19 positive until otherwise determined.

Cloth face coverings

Encourage the use of cloth face coverings for employees and guests, when not in the pool. See CDC guidance on cloth face coverings: [Use of Cloth Face Coverings to Help Slow the Spread of COVID-19 \(https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/diy-cloth-face-coverings.html\)](https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/diy-cloth-face-coverings.html).

Do not allow swimming with cloth face coverings on. Cloth face coverings can make it difficult to breathe when wet, increasing the risk of drowning.

Cleaning and disinfecting the facility

In addition to regular maintenance, establish a cleaning protocol that includes:

- Defined times of day when cleaning and disinfection will occur (examples include before opening, between shifts, after closing).
- Defined areas and equipment that need to be cleaned (for example: frequently touched surfaces such as ladders and hand rails, diving equipment, tables, doorknobs, switches, deck furniture, drinking fountains, emergency phones, toilets, faucets, sinks).
 - Discourage people from sharing items that are difficult to clean, sanitize, or disinfect, or ones that are meant to come in contact with the face (for example, goggles, nose clips, and snorkels).
 - Discourage people from sharing equipment and toys that are not part of their household.
 - Ensure adequate equipment for patrons and swimmers, such as kick boards and pool noodles, to minimize sharing to the extent possible, or limiting use of equipment by one group of users at a time and cleaning and disinfecting between uses.
- For indoor pools, establish a cleaning protocol that addresses the HVAC system.
- Do not allow chemicals used to enter the pool water that are used to clean the decks, furniture, or other equipment.

See the following CDC guidance:

[Cleaning and Disinfection for Community Facilities \(https://www.cdc.gov/coronavirus/2019-ncov/community/organizations/cleaning-disinfection.html\)](https://www.cdc.gov/coronavirus/2019-ncov/community/organizations/cleaning-disinfection.html).

Children and swimming lessons

Modify the number of swimmers allowed in swim classes, according to limits on capacity.

Require that a parent or guardian from the same household remain in the water for lessons that require hands-on assistance for beginning swimmers.

Communicating expectations

Prepare your staff and community for your anticipated new operating procedures.

Notify customers of new expectations, compliance plan and restrictions in advance, and the need to cooperate for the pool to remain open.

Professional guidance

Contact your swimming pool maintenance provider or local sanitarian / health inspector if you have questions. [State and Local Environmental Health Delegated Agencies](https://www.health.state.mn.us/communities/environment/food/license/delegation.html) (<https://www.health.state.mn.us/communities/environment/food/license/delegation.html>).

After opening

Water chemistry and maintenance

Proper operation, maintenance, and disinfection (with chlorine or bromine) of swimming pools should kill the virus that causes COVID-19. Maintain the disinfection residuals required in the Minnesota pool code: [Minnesota Rule 4717.1750: Pool Water Condition](https://www.revisor.mn.gov/rules/4717.1750/) (<https://www.revisor.mn.gov/rules/4717.1750/>).

Employee COVID-19 screening

Have a protocol to check employee health such as conducting employee health screening of all employees at the beginning of each shift.

- You may opt to conduct temperature screening if it can be done with proper social distancing, protection, and hygiene protocols. However, temperature screening is not required.
- Consider using the [Visitor and Employee Health Screening Checklist](https://www.health.state.mn.us/diseases/coronavirus/facilityhlthscreen.pdf) (<https://www.health.state.mn.us/diseases/coronavirus/facilityhlthscreen.pdf>).

Instruct employees who are sick to stay home.

- Follow the MDH guidelines for [COVID-19 and When to Return to Work](https://www.health.state.mn.us/diseases/coronavirus/returntowork.pdf) (<https://www.health.state.mn.us/diseases/coronavirus/returntowork.pdf>).

Have a protocol to address employees who begin showing symptoms of COVID-19 while at work.

Train and remind employees of required hand hygiene practices, including handwashing procedure and frequency, and COVID-19 precautions when reopening.

Customer screening

It is recommended that you screen all customers and visitors before allowing them to enter your business.

You may opt to conduct temperature screening if it can be done with proper social distancing, protection, and hygiene protocols. However, temperature screening is not required.

Consider using the [Visitor and Employee Health Screening Checklist](https://www.health.state.mn.us/diseases/coronavirus/facilityhlthscreen.pdf) (<https://www.health.state.mn.us/diseases/coronavirus/facilityhlthscreen.pdf>).

Surface cleaning and disinfection

Cleaning hard (non-porous) surfaces

If surfaces are dirty, they should be cleaned using a detergent or soap and water before disinfection.

Use U.S. Environmental Protection Agency (EPA)-approved [List N: Disinfectants for Use Against SARS-CoV-2](https://www.epa.gov/pesticide-registration/list-n-disinfectants-use-against-sars-cov-2) (<https://www.epa.gov/pesticide-registration/list-n-disinfectants-use-against-sars-cov-2>) to thoroughly clean and disinfect the entire facility, especially if it has been closed.

Focus on high-contact surfaces (e.g., tables, doorknobs, light switches, faucets, point-of-sale systems, keyboards, telephones) that would be touched by both employees and guests.

Follow the manufacturer's instructions for all cleaning and disinfection products. For example, concentrations, application method, contact time, and the use of personal protective equipment. Do not mix them together.

Cleaning soft (porous) surfaces and laundry

For soft (porous) surfaces such as carpeted floors, rugs, and drapes, remove visible contamination if present and clean with appropriate cleaners indicated for use on these surfaces.

For items that can be laundered such as towels, follow the manufacturer's instructions using the warmest appropriate water setting for the items and then dry items completely. Otherwise, use products that are EPA-approved and suitable for porous surfaces:

[List N: Disinfectants for Use Against SARS-CoV-2](https://www.epa.gov/pesticide-registration/list-n-disinfectants-use-against-sars-cov-2) (<https://www.epa.gov/pesticide-registration/list-n-disinfectants-use-against-sars-cov-2>).

Cleaning electronics

For electronics such as tablets, touch screens, keyboards, remote controls, and ATMs, remove visible contamination if present. Clean and disinfect according to manufacturer's recommendations. Consider using wipeable covers for these items, if possible.

If no manufacturer guidance is available, consider the use of alcohol-based wipes or sprays containing at least 70% alcohol to disinfect touch screens. Dry the surfaces thoroughly to avoid damage to the equipment.

Additional Resources

Visit the CDC website for additional guidance about prevention of COVID-19 and public aquatic facilities: [Considerations for Public Pools, Hot Tubs, and Water Playgrounds During COVID-19 \(https://www.cdc.gov/coronavirus/2019-ncov/community/parks-rec/aquatic-venues.html\)](https://www.cdc.gov/coronavirus/2019-ncov/community/parks-rec/aquatic-venues.html).



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Contact health.communications@state.mn.us to request an alternate format.

05/28/2020



May 21, 2020

CONSIDERATIONS FOR AQUATICS FACILITIES AND LIFEGUARDING

The emergence of the coronavirus disease 2019 (COVID-19) pandemic has raised questions among aquatic facilities, lifeguards and instructors about the operation of aquatic facilities, education of lifeguards and lifeguarding rescues and resuscitation, and delivery of American Red Cross courses. This document provides guidance to Red Cross instructors, aquatic facility operators, and students. In addition, lifeguarding students may have questions about alterations to rescues and resuscitation during the COVID-19 public health emergency.

The recommendations in this document are based on the latest information from the Centers for Disease Control and Prevention (CDC). Aquatic facility operators and lifeguards should be aware that state and local officials may put in place orders that would further affect operations.

1. When is it safe for our aquatic facility to re-open?

Many municipalities are beginning to allow the reopening of businesses and public spaces, with large regional variability in terms of timelines and policies. The federal government released the “Opening Up America Again” guidelines, which outline a phased approach to reopening municipalities. This framework is then adapted by state and local authorities. These guidelines in combination with state and local authority’s orders should be reviewed by facility leadership to determine if the region in which their facility functions has met the guidelines criteria for beginning reopening and if their facilities can open while meeting restrictions in place. If the decision is made to begin reopening, the primary factor which will guide the facility’s timeline and policies is the physical space available to allow for proper distancing. This topic is covered in more detail throughout this document. A secondary factor will be understanding the steps and modifications lifeguards will need to make and whether those can be implemented.



2. What are the general aquatic-related COVID transmission risks?

There is currently no evidence to suggest that COVID-19 is spread person to person via the water in environments such as pools or spas. The primary spread in these environments would be by close proximity of individuals, which is often encountered during recreation or exercise activities. Additionally, close quarters such as facility classrooms, locker rooms, and other common spaces are potential environments for increased risk of disease transmission. There is also risk of transmission for lifeguards during rescues and removals from the water where the guard may be in close proximity to the victim. Lastly, while not the primary method of transmission, there is the possibility of transmission via surfaces at the facilities.

3. In planning to open what policies and procedures should be in place?

As a facility plans to reopen it is vital to have the proper policies and procedures in place that address operations, emergencies, staff, and patrons. These should include at a minimum as appropriate:

- Policies and procedures for social distancing and the use of personal protective equipment at work.
- Policies and procedures for sanitizing and disinfecting common and high-traffic areas.
- Policies and procedures related to symptom screening, such as temperature checks and questionnaires.
- Policies and procedures for addressing a sick staff member or patron including approaches to closing, cleaning and notification of local public health.
- Policies and procedures to assign specific staff to monitoring social distancing and wearing face coverings and prohibition of lifeguards who are watching bathers from participation in these activities which can be distracting.
- Policies and procedures related to testing for COVID-19.
- Policies and procedures for responding should an employee develop symptoms of, or test positive for, COVID-19 while at work, such as procedures for isolating the ill employee, performing contact tracing and deep cleaning the workplace and requirements that must be met for the employee to return to work.
- Policies and procedures related to business travel.
- Policies and procedures related to sick leave.
- Policies and procedures related to teleworking.



4. Upon reopening, what social distancing and other measures should be applied to changing areas, pool deck areas, and swimming areas?

Once the decision is made to reopen as allowed by state and local authorities, modifications of operations, facility changes and installation and signage will need to be planned and implemented. The plans for social distancing, occupancy limits, group size limitations and additional actions should consider state and local orders and guidance.

- Lifeguards who are actively lifeguarding should not be expected to monitor handwashing, use of face coverings or social distancing. This responsibility should be assigned to another staff member.
- Current recommendations for proper distancing should be taken into consideration to determine capacities for the facility, locker-rooms, classrooms, offices, food service areas (as allowed to be opened) and pools and spas.
- All appropriate measures should be taken to allow for proper distancing throughout a facility. This also includes instructions for bathers to keep separated and for no contact between bathers.
- Additionally, deck organization of chairs and social areas should be reconfigured to adhere to these recommended distances.
- Provide physical cues or guides (for example, lane lines in the water or chairs and tables on the deck) and visual cues (for example, tape or decals on the decks, floors, or sidewalks) and signs to ensure that staff, patrons, and swimmers stay at least 6 feet apart, especially for all areas where lines may form, such as entrances to facility and locker rooms.
- Staggering use of communal spaces and water areas may provide an additional method to maintain social distancing and limit group sizes and overall occupancy.
- Sufficient facilities for hand hygiene need to be provided. Supplies should include soap, hand sanitizer with at least 60 percent alcohol (for staff and older children who can safely use hand sanitizer), paper towels, tissues, and no-touch trash cans.
- Facilities should ensure that there are hand sanitizer stations throughout the facility to supplement hand washing areas and locations where hand washing is not immediately available, including but not limited to:
 - Facility entrance
 - Exiting the water



- Areas for food service
- Entrance to classrooms, meeting rooms, staff break areas, locker rooms and changing facilities.
- Processes and directions to patrons should be established to avoid sharing of objects to include:
 - Discouraging people from sharing items that are difficult to clean, sanitize, or disinfect or that are meant to come in contact with the face (for example, goggles, nose clips, and snorkels).
 - Ensuring adequate equipment for patrons and swimmers for the day or limiting use of equipment by one group of users at a time to allow sufficient time for cleaning and disinfecting between use.
 - Place signage throughout the facility to address at a minimum the following:
 - At entry to facility screening criteria and questions
 - Cloth face covering requirements
 - Encourage hand hygiene and covering your cough and sneeze
 - Social distancing requirements including bather separation and no contact between bathers
 - Modification of normal procedures and activities
 - Limitations on bathers
 - Changes in swim lanes
 - Alterations in exits and entrances to facilities, rooms, food service areas and facility
 - Closure of areas

The CDC has templates which can be used to help create facility signage.

5. Upon reopening, which activities should be allowed and what precautions should be taken for each?

Resuming facility activities should be dependent upon the facility's ability to properly adhere to state and local orders and good practices which include but are not limited to adjusting the numbers of patrons, distancing patrons for each activity, and adaptation of operational approaches. Some examples include:



- If lap swimming occurs at the facility, reconfiguration of lane usage may be necessary based on lane width and proximity.
- If organized aquatic exercise courses occur at the facility, the number of participants should be determined by the available exercise area to allow for proper distancing.
- Swim lessons and swim practice may be conducted only if the available space and skill of the swimmers allow for proper distancing between instructors and participants.
- Activities such as water polo, which necessitate close proximity of participants, should not commence upon re-opening.

6. What precautions should be put in place for people at higher risk of serious disease?

Facilities should consider process to provide protections for patrons at higher risk of serious disease which can include:

- Specific times reserved for those at risk of more serious disease (i.e., early morning hours, prior to arrival of other patrons with a lesser risk of serious disease)
- Segregated areas and classes for those at risk of more serious disease

7. What screening measures should be utilized for patrons and staff entering the facility?

Staff should be asked to self-screen each day prior to coming to the facility and if they have any symptoms or a temperature above 100.4 should not come to work and only return upon meeting facility return to work guidance. Facilities may wish to consider also asking patrons who are scheduled (i.e. attending a class) to self-screen.

Facilities should screen all patrons and staff upon entering. Screening questions should ask if the person has had any of the following over the past 24 hours, and if any of these are present the staff or patron should be excluded from entry:

- Temperature is or has been greater than 100.4 degrees Fahrenheit (38 Celsius)
- Coughing
- Shortness of breath or difficulty breathing
- Chills
- Repeated shaking with chills

- Muscle pain
- Headache
- Sore throat
- New loss of taste or smell
- Close contact with person with any of the above symptoms or known COVID-19

Temperature checks at a facility entrance may be considered based on local/regional guidelines/regulations and available resources. If the decision is made to perform temperature checks, proper personal protective equipment (PPE) should be worn by screening staff and cleaning of thermometers after each patron screening should adhere to CDC guidelines.

8. What personal protective measures should be utilized by patrons and staff within the facility?

As recommended by CDC, the wearing of cloth face coverings by all patrons and staff at the facility is considered good practice. Mandating cloth face coverings for all patrons should follow local regulations and practices. All staff should be mandated to wear cloth face coverings while at facilities. The general use of N95 masks during normal business operations is unnecessary. It should be recognized that visitors will need to lower masks when entering the water and when eating and drinking. Staff will also need to lower their masks for eating and drinking and any water activities including rescues.

Staff should wear disposable gloves when fulfilling duties requiring close contact with patrons and their personal belongings, such as cash payments, checking identification, and using shared writing utensils. Efforts should be taken by facilities to minimize these interactions using contact-free payments, patron-swiping of entrance cards and discontinuation of sign in systems where not absolutely necessary. After removal of gloves staff should perform hand hygiene.

Staff should wear appropriate PPE when cleaning surfaces, collecting shared-use items such as pool equipment, fitness equipment, towels, and chairs. Shared-use systems for equipment, chairs, and towels should be minimized or discontinued if possible.



9. Are there any COVID-specific changes which should be made to pool/hot-tub cleaning and maintenance operations?

During this time of unknowns, scientists feel that free chlorine and bromine as primary disinfectants are adequate to deactivate SARS-CoV-2 at acceptable levels. Using chlorine at the ideal levels of free chlorine from 2 ppm to 4 ppm with a maximum of 10 ppm would be recommended. This would help ensure that all areas of circulating water in the swimming pool or spa are disinfected. Using bromine at the ideal levels of 4 ppm to 6 ppm with a maximum of 8 ppm would also be recommended. Cyanuric acid should not be used in spas or therapy pools at any time. If cyanuric acid is used in an outdoor swimming pool, the ideal range is 30 to 50 ppm and the chlorine levels should be maintained at the higher end of ideal. Testing of the disinfectant level and pH should be done on a frequent basis and in as many different areas around the pool/spa water to ensure adequate distribution of disinfectants. The ideal pH range would be from 7.4 to 7.6 for proper disinfection rates.

10. What cleaning methods should be used for facilities?

Facilities should refer to the Environmental Protection Agency website List N: Disinfectants for Use Against SARS-CoV-2. Refer to your Certified Pool Operator to ensure that the disinfectants are safe for use in contact with chlorinated pool water and consulting with the company or engineer that designed the aquatic venue to decide which are appropriate for the all areas of the facility. When using these agents follow manufacturer recommended PPE and processes.

Facilities should put in place procedures for cleaning and disinfecting frequently touched surfaces at least daily and shared objects each time they are used. These include but are not limited to:

- Handrails, slides, and structures for climbing or playing
- Lounge chairs, tabletops, pool noodles, and kickboards
- Door handles and surfaces of restrooms, handwashing stations, diaper-changing stations, and showers



Procedures should also be established for:

- Systems so that furniture (for example, lounge chairs) that needs to be cleaned and disinfected is kept separate from already cleaned and disinfected furniture.
- Labeling containers for used equipment that has not yet been cleaned and disinfected and containers for cleaned and disinfected equipment.
- Laundering towels and clothing according to the manufacturer's instructions. Use the warmest appropriate water temperature and dry items completely.
- Protecting shared furniture, equipment, towels, and clothing that has been cleaned and disinfected from becoming contaminated before use.
- Ensuring safe and correct use and storage of disinfectants, including storing products securely away from children.

11. What practices should be employed to improve the safety of lifeguards during in-service training?

Facilities should optimize distance learning and limit class sizes as per local guidelines. Classroom settings should maintain proper social distancing of at least 6 feet. Additionally, current COVID-19 specific recertification updates should be reviewed to determine the need for courses and to determine which type of courses (live vs virtual) will suffice.

All participants should be pre-screened upon arrival and use cloth face coverings when out of the water. Each participant should have their own cloth face covering.

Each instructor and student should have their own manikin, educational equipment and disposable equipment. All manikins and shared instruction materials should be decontaminated between use. For manikin cleaning and disinfection follow manufacturer's guidelines. In addition, the Red Cross provides general guidance on manikin decontamination.

When social distancing requirements are in place based on state and local orders, only training which allows for this distance and without contact between students and instructors can be conducted. If social distancing requirements are relaxed for this type of training, efforts should still be in place to minimize close proximity and contact of students and



instructors to those activities which cannot be performed without this close contact. Contact rescues and team-based CPR training can still be conducted with all of the above caveats.

The Red Cross has developed social distancing guidance for resuscitation education and “Interim Virtual Skills Training” for portions of its Lifeguarding courses. Facilities with access to instructor updates should review this material when planning and implementing courses.

12. What personal protective measures should be employed by lifeguards responding to medical emergencies?

With entrance screening, all patrons and staff can be at a lower risk for having active COVID infection, with the caveat that there is a chance for asymptomatic carriers. With this knowledge, if a patron or staff member presents for medical care, a distance of 6 feet should be maintained between the provider and patron, if feasible, for initial history taking for non-emergent conditions and for where no care may be needed. The patron should be wearing a face covering if they are in the facility. If they are not wearing a face covering, they should be asked to put their face covering on or provided one if the condition permits. Screening for COVID-19 symptoms should be included in the history.

If it is necessary to make direct contact with a patron or staff member for a medical emergency, the number of providers should be kept to the minimum required to provide proper care. PPE should be chosen based on the person’s condition.

For care provided to patrons or staff who have developed symptoms concerning for COVID-19, or who, based on information obtained are possible COVID-19 patients, in addition to the above precautions, providers should wear a simple face mask, eye protection gloves and gown. If aerosol generating procedures (i.e. suctioning, intubation, etc.) are anticipated, then providers should wear an N-95 mask. It is important to emphasize to providers that care should not commence on persons suspected of being infected with COVID-19 until all proper PPE is donned. For persons with possible or confirmed COVID-19 who are in cardiac arrest, one can consider immediate defibrillation, before donning PPE or donning additional PPE in situations where the provider assesses that benefits may exceed the risks.



13. What adaptations should be employed by lifeguards performing rescues?

For aquatic rescues, every effort should be made to minimize direct contact and face-to-face interactions with patients and to allow lifeguards to continue wearing a face covering. It is recognized that when lifeguards enter the water face coverings will need to be removed.

When facilities open, they need to recognize that there may be situations in which lifeguards will need to perform in-water rescues that will require removal of their face coverings.

Maneuvers to reach the person while remaining on the deck, by way of extending or throwing a rescue device, should be prioritized if conditions permit. For rescues requiring entry into the water by the lifeguard, the use of equipment to distance the rescuer from victim should be employed if feasible.

If direct contact is necessary based on the person's condition, employing a rear approach and rescue to return the person to the deck is ideal, to minimize rescuer exposure to the person's face without protection.

For removal from the water, if possible, this should be performed by personnel on the deck who are wearing face coverings or PPE as indicated.

Facilities incorporating in-water resuscitation (IWR) (providing positive pressure ventilations in the water) should consider temporarily discontinuing this practice on the basis that it requires the use of mouth-to-mouth or mouth-to-mask ventilations without the degree of protection that would be recommended during the current public health emergency. Filters for pocket masks will vary greatly and may either not function in water or are a simple one-way valve that has not been tested for protection against COVID-19 transmission. Modifying rescue protocols to rapidly extricate the patient to the deck and initiate ventilations with a bag-valve-mask (BVM) and in-line HEPA filter is currently the best practice to ensure rescuer and staff safety. When applying BVM ventilations, emphasis should be given to maintaining a two-handed mask seal throughout ventilations and compressions.



14. What adaptations to resuscitation should be made?

There are currently no specific data on COVID-19 transmission in the setting of cardiac resuscitation. Based on studies of other disease transmission, it is reasonable to conclude that chest compressions and cardiopulmonary resuscitation have the potential to generate aerosols.

While there would be a risk of disease transmission when performing CPR on a person with COVID-19, compression-only CPR may be associated with a decreased risk of transmitting the virus compared to CPR with rescue breathing. In addition, placing a cloth face covering over the victim's face can further reduce the risk of virus transmission during CPR.

For all drowning victims and pediatric patients, the benefit of positive pressure ventilations in addition to compressions should not be overlooked. Adequate PPE and resuscitation equipment to safely perform CPR with ventilations must be available prior to facilities opening.

CPR with ventilations has been shown to have a benefit compared with compression-only CPR for adults with a non-hypoxic cardiac arrest. However, due to the risk of virus transmission during intubation and ventilation, consideration should be made in facility procedures for performing compression-only CPR until needed PPE is available, with a face covering on the victim.

As feasible, limit personnel in the resuscitation area to only essential personnel.

Ventilations should be performed using a BVM with high-efficiency particulate air (HEPA) filtration in the exhalation path per manufacturer recommendations as feasible. BVM ventilation provides distancing of the provider's face from the victim's face, providing the best protection from transmission. While ventilations using a pocket mask with a one-way valve does provide protection compared with mouth to mouth ventilations, it puts the provider in close contact with the victim and does not facilitate the use of a HEPA filter. BVM ventilation is best delivered with two rescuers, but in the absence of sufficient rescuers a BVM can be used by one provider.

Dorothy Olson



Aquatic Center

Dorothy Olson Aquatic Center Daily Sanitation Checklist

Date: _____

Inside Staff (Initial when completed)

1:30 PM	3:30 PM	End of Day	
			Wipe down all countertops (concessions, admissions, rental space, medical space, managers office).
			Ropes in office area
			Office door handles (both sides, both doors) Closet door handles Door to pool deck handles
			Computer keyboard & mouse Cash drawer Copier Credit Card Machine
			Plexiglass
			Refrigerator handles Freezer handles Microwave door
			Concession table areas Railings
			Disinfecting Pens

Lifeguards (Initial when completed)

1:30 PM	3:30 PM	End of Day	
			Sanitizing each station before/upon rotation
			Sanitizing hands
			Sanitizing whistle
			Sanitize lifeguard tubes
			Frog slide area wiped down
			Handrails from big slides
			All ladders
			Climbing wall area
			Restrooms sink, faucet, handles

			Restroom paper towel dispenser handle and soap dispenser button
			Locker Room benches
			Locker Room toilets, including flush handles, including urinals
			Locker Room soap dispenser push buttons (toilet area & shower area)
			Toilet and Shower area grab bars
			Shower handles
			Funbrella poles

Managers

1:30 PM	3:30 PM	End of Day	
			Announcements regarding good health practices
			Waiver forms collected
			Patron counting
			Exit area sanitizing
			Pool deck benches

Deck

9:30 AM	3:00 PM	End of Day	
			Bleachers
			Hand Rails
			"Dirty Bin"
			Drinking Fountains

Manager Sign-off:

1:30 PM: _____

3:30 PM: _____

End of Day: _____

Dorothy Olson



Aquatic Center

COVID-19 Screening Form

All visitors of the facility **MUST** complete upon entry.

Upon completion please return to the gate attendant.

In the last 24 hours, have you experienced any of these symptoms?

Please check all that apply.

- Fever (100.4°F or higher), or feeling feverish?
- Chills?
- A new cough?
- A new sore throat?
- New muscle aches?
- New headache?
- Shortness of breathe?
- New loss of taste or smell?
- In the past 14 days have you come in close contact with a lab confirmed COVID-19 patient?

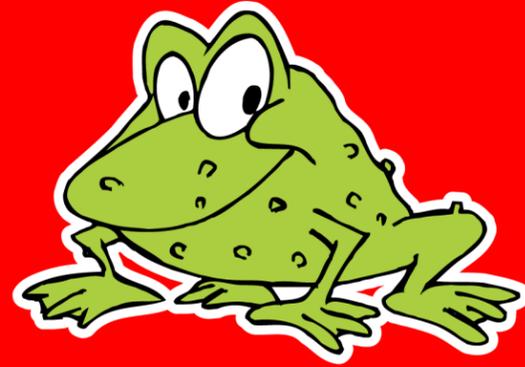
Sourced from Minnesota Department of Health

By checking and signing this form, I acknowledge the contagious nature of COVID-19 & voluntarily assume the risk that I may be exposed to or infected by COVID-19 by entering the Dorothy Olson Aquatic Center. I voluntarily agree to assume all of the foregoing risks and accept sole responsibility for any illness, injury, death or personal property damage.

Name

Date

Dorothy Olson



Aquatic Center

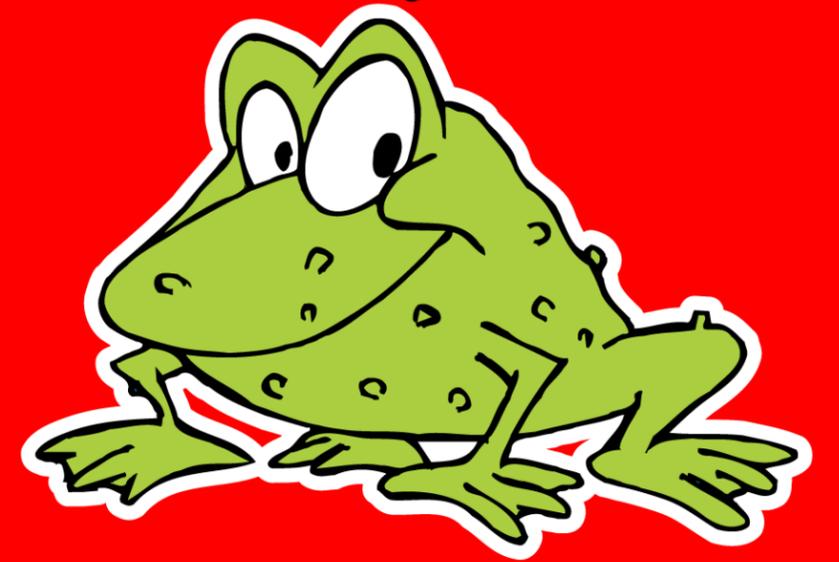
COVID-19 WARNING NOTICE:

- **THE DANGER OF EXPOSURE TO THE CORONAVIRUS THAT CAUSES COVID-19 EXISTS.**
- **BY ENTERING THE FACILITY, YOU TAKE RESPONSIBILITY FOR YOUR OWN SANITIZATION OF PERSONAL ITEMS.**
- **DO NOT USE THE POOL IF YOU HAVE A COUGH, FEVER OR OTHER SYMPTOMS OF ILLNESS.**
- **WASH OR DISINFECT HAND BEFORE & AFTER SWIMMING. PLEASE USE PROPER HYGIENE AND CLEANING TECHNIQUES AT ALL TIMES.**
- **SOCIAL DISTANCING IS ENFORCED IN THE POOL FACILITY. PLEASE STAY 6FT APART FROM OTHERS.**
- **MASKS ARE SUGGESTED, NOT REQUIRED WHEN SWIMMING.**

**DUE TO COVID-19, THIS
FACILITY IS CURRENTLY
OPERATING AT**

MAXIMUM CAPACITY IS:

Dorothy Olson



Aquatic Center

Thank you for understanding!

Enter here

SAFETY PRACTICES TO FOLLOW:

-PLEASE WASH YOUR HANDS FREQUENTLY THROUGHOUT YOUR VISIT AT THE POOL.

-AVOID TOUCHING EYES, NOSE, AND MOUTH WITH UNWASHED HANDS.

-ANYONE WITH SYMPTOMS CONSISTENT WITH COVID-19 (INCLUDING FEVER, COUGH, OR DIFFICULTY BREATHING) SHOULD STAY HOME AND NOT ENGAGE IN OUTDOOR ACTIVITIES.

-PLEASE DO NOT SHARE PERSONAL BELONGINGS WITH THOSE NOT IN YOUR HOUSEHOLD.

- CAPACITY OF THE POOL IS REDUCED.

-DO NOT GATHER IN CROWDS OF ANY SIZE.

-SOCIAL DISTANCING IS ENFORCED (6FT BETWEEN INDIVIDUALS).

Dorothy Olson



Aquatic Center

QUESTIONS?
320-235-1454



CITY OF
Willmar
PARKS & RECREATION



EXIT

THANK YOU FOR VISITING!
PLEASE DISINFECT YOUR BELONGINGS!

Dorothy Olson

PLEASE WASH YOUR HANDS!



QUESTIONS?
320-235-1454





LABOR COMMITTEE AGENDA REPORT

To: Labor Committee	Date: June 8, 2020
From: Rob Baumgarn, Parks & Recreation Director	Agenda item: BikeWillmar bike share program launch

RECOMMENDED ACTION:

Motion By: _____ Second By: _____,
to launch the BikeWillmar Bike Share program to the community for use.

HISTORY:

In May of 2019, the City of Willmar launched a bike share program, BikeWillmar. This program has 40 GPS tracking bikes and 10 bike hub stations that are located throughout the city. The bike share program provides the community the opportunity for low-cost bike rides. The program allows riders to commute to work, run errands, or access recreational destinations throughout the community. Payments are collected through the Koloni App. The community can rent a bike from one of 10 docking stations located throughout Willmar, download the Koloni App and follow the easy instructions on how to find an available bike, track your rental cost, and locate a hub to return the bike. The cost to ride the bike is \$1.00 per hour or \$20.00 for a season membership. Season runs through April-October.

The bikes have not been placed out for use this season due to COVID-19. Bike riding usage has increased in other communities and has been a great way to commute to work, get exercise, and ride to the store during the pandemic (Koloni resourced). The guidelines from the DNR, allows rental equipment to be used if the equipment is cleaned after every use. The stations could provide wipes for users to disinfect the equipment after use. Staff has developed a plan to clean the bikes on a daily basis.

FINANCIAL IMPACT:

There is staff time that would be associated with disinfecting bikes regularly, and overseeing the bike share program. The additional impact that would differ from the previous season would be the cleaning of bikes. This could be done during the general maintenance and charging of bike locks. Additional signage at hubs would be recommended to inform riders of the safety measures being followed by staff and the safety practices for riders to please follow. Revenue collected for the 2019 season was roughly a \$1000.00.

ALTERNATIVES:

1. Launch bike share in phases.
2. Do not launch bike share this summer.

REVIEWED BY: Brian Gramentz, City Administrator

COMMITTEE MEETING DATE: Labor, June 8, 2020

COUNCIL MEETING DATE:

BikeWillmar Cliff Notes:

Level 1:

- Launch bikes to a selected number of hub locations upon clearance of the “Stay at Home Order” from the Governor of Minnesota.
 - Place 5 bikes at Robbins Island
 - Place 5 bikes at Trailhead
 - Provide information regarding bikes are to only be rented and returned to these two hub locations until further notice.
 - Cleaning of bikes daily by staff.
 - Wiping down handlebars and seat areas.
- Place signage, information on social media sites, regarding safety measures being taken by city staff. Also encouraging riders to wear gloves, wipe down the bikes upon and after their ride, and to not ride if they are feeling ill.
- Provide verbiage stating that they may be at risk to COVID-19 by participating in bike share (Contacting and working with Koloni regarding if this can be added to the bike share app, bringing to the users attention before renting).
- Sanitizing stations placed at hub locations.
 - Wipes or sanitizer options.

Level 2:

- After clearance to move ahead:
 - Placement of bikes at hubs
 - Considering options on placement as usage demands.
 - Cleaning of bikes daily by staff.
 - Wiping down handlebars and seat areas.
- Place signage, information on social media sites, regarding safety measures being taken by city staff. Also encouraging riders to wear gloves, wipe down the bikes upon and after their ride, and to not ride if they are feeling ill.
- Provide verbiage stating that they may be at risk to COVID-19 by participating in bike share (Contacting and working with Koloni regarding if this can be added to the bike share app, bringing to the users attention before renting).
- Sanitizing stations placed at hub locations.
 - Wipes or sanitizer options

Notes on Other bikeshares:

- State risk of COVID-19 exposure on media sites.
- Do not provide sanitizing items at hubs, provide staffing to wipe bikes down daily.
- Signage to encourage healthy habits (handwashing, don't touch face, etc.)
- Bike use has increased from last season, due to high demand for bikes.
- Sanitizing stations with sanitizer have worked, but must provide adequate installation.

OUTDOOR RECREATION, FACILITIES & PUBLIC GUIDELINES



BACKGROUND

The following guidelines from the Minnesota Department of Natural Resources (DNR) and Minnesota Department of Health (MDH) are for outdoor recreational activities during the COVID-19 pandemic, based upon Governor Walz's [Emergency Executive Order 20-63 \(EO 20-63\)](#). The guidelines address public health protection measures for both authorized Outdoor Recreational Facilities and the Public.

These guidelines do not address:

- Organized youth sports/athletics, which are authorized to reopen subject to [MDH guidance \(no games\)](#).
- Organized adult sports/athletics, which are subject to the group size and social distancing limitations in EO 20-63.
- Youth programming, subject to [MDH](#) and [Centers for Disease Control \(CDC\)](#) guidance.
- Outdoor entertainment (movies, concerts in the park, etc.). Please see [Minnesota's Stay Safe Plan](#) for more information.
- Operation of pools. Please see [Minnesota's Stay Safe Plan](#) for more information.
- Restaurant and bar operations at outdoor recreation facilities. Please see the [Guidance for Safely Reopening Restaurants and Bars](#) for more information.

Please see [Minnesota's Stay Safe Plan](#) and the Minnesota Department of Employment and Economic Development (DEED) website for [Guidance on Safely Reopening Minnesota Businesses](#) for information and guidance about reopening various business and social settings not addressed here.

These guidelines will be updated periodically, as needed.

GUIDELINES FOR OUTDOOR RECREATIONAL FACILITIES

General Considerations

1. While EO 20-63 allows many outdoor recreational facilities to be open, Minnesotans are discouraged from engaging in unnecessary travel. Facilities should do their part to help patrons limit their travel – such as by providing basic supplies on site.
2. Facilities should review and implement steps described in the [Centers for Disease Control's \(CDC's\) Resources for Businesses and Employers](#), [CDC's Resources for Parks and Recreational Activities](#), [MDH's Guidance for Businesses and Employers](#), [DEED's Safely Returning to Work Guidance](#), and [Minnesota Department of Labor and Industry's Occupational Safety and Health COVID-19 Resources](#) to ensure they are up-to-date on implementing safe workplace practices.
3. Place appropriate signage and other messaging on site, including at entrances and in other locations that can be easily seen by customers and visitors. Print materials are available online at [MDH Materials and Resources](#) and at [CDC Communication Resources](#).
Examples of messages:
 - Maintain social distancing of at least 6 feet at all times from others, except for members of the same household.
 - Wash hands often with soap and water for at least 20 seconds; if soap and water are not readily available, use a hand sanitizer containing at least 60% alcohol.
 - Avoid touching eyes, nose, and mouth with unwashed hands.

- Anyone with symptoms consistent with COVID-19 (including fever, cough, or difficulty breathing) should stay home and not engage in outdoor activities. For more information, see [CDC’s What to Do If You Are Sick and the State of Minnesota’s Self-Screening Tool](#).
4. Remind patrons about social distancing in outdoor common space.
 5. To protect one another, Minnesotans are strongly urged to wear a manufactured or homemade cloth face covering when they leave their homes and travel to any public setting where other social distancing measures are difficult to maintain, and to follow face covering guidelines issued by MDH ([MDH Guidance on When to Wear a Mask](#)) and the CDC. Note that cloth face coverings may help protect others from the wearer’s respiratory droplets but are NOT a replacement for social distancing. Social distancing must be observed even if face coverings are in use.
 6. Outdoor recreation facilities may provide food and beverage provided such offerings are consistent with applicable licensing requirements, paragraphs 7(c) and 7(e) of EO 20-63 and the [Guidance for Safely Reopening Restaurants and Bars](#) available on the DEED website.

Employees

1. Safe workplace practices include actively encouraging ill employees to notify their supervisor and stay home according to public health guidance.
2. Employees should use proper handwashing, observe respiratory etiquette, and avoid using other employees’ phones, desks, offices, or other work tools or equipment.
3. Just as facilities need to ensure that customers are following social distancing while on the premises, employees of the facilities also need to follow social distancing. This means maintaining a physical distance of at least 6 feet between individuals. This distancing for employees should occur both inside buildings and outside, such as on golf courses, trails, boat launches, and other outdoor settings.
4. Minimize face-to-face employee and customer interaction. Implement online or other contactless/ socially distanced measures to take reservations and payments, provide instruction, or sell supplies such as gas or bait.



Facility Access and Cleaning

1. Outdoor recreational facilities should only allow public access to any associated indoor facilities as allowed by paragraph 7(c) and 7(e) of EO 20-63. See also [applicable guidance on DEED’s website](#) for more information.
2. Off-highway vehicle, snowmobile, and watercraft repair, sales and showroom facilities may be open as allowed by paragraph 8 of EO 20-63 and in accordance with [applicable guidance on DEED’s website](#).
3. Ensure that employees and customers have access to handwashing/hand sanitizing facilities and supplies.
4. Surfaces such as doorknobs, counters, and other items that are high-touch should be regularly cleaned and sanitized. Follow [CDC’s Guidance on Cleaning and Disinfecting Your Facility](#).
5. **Clean and disinfect bathrooms regularly**, particularly high-touch surfaces, and ensure they have handwashing supplies. These [EPA-registered household disinfectants](#) are recommended by the CDC for cleaning.
6. At outdoor recreation facilities that serve the public:
 - Remove or close off, to the extent possible, objects that could be frequently touched and that are not essential to safety, such as drinking fountains, water coolers, ball washers, rakes, or squeegees.
 - Take measures to reduce the need to touch fixed items that cannot be removed; for example, leaving gates ajar or raising golf cups and requiring golfers to leave the flag stick in the hole.
 - Encourage patrons to avoid touching other patrons’ items such as golf clubs or other recreational equipment

7. Public and private beaches may be open subject to any restrictions by state, tribal or local authorities. If a beach is open, steps must be taken to maintain social distancing and limit the number of people using the area at one time.

Events, Guiding and Instruction

1. Postpone or cancel outdoor events and gatherings of more than 10 people. As provided in paragraph 6(c) of EO 20-63, a “gathering” is: “... groups of individuals, who are not members of the same household, congregated together for a common or coordinated social, civic, community, faith-based, leisure, or recreational purpose—even if social distancing can be maintained.”
2. Outdoor events such as tournaments, leagues, competitions or practices may be held if they are modified as described below. These guidelines do not address organized youth or adult sports/athletics. [Guidance for Organized Youth Sports](#) is available on DEED’s website.
 - The event does not involve gathering of groups of more than 10 people [Note: per paragraph 6(c) of EO 20-63, social distancing is a requirement in addition to, not in lieu of, this group size limitation],
 - Participants maintain social distancing throughout the event,
 - The event uses either a staggered start or multiple points of departure and return so that participants do not congregate before, during, or after the event, and
 - Spectators are prohibited.

The following examples are provided for illustrative purposes only. This is not an exhaustive list and activities may be subject to local restrictions and/or facility availability:

- A fishing league that involves individual (or paired, with social distancing) anglers but no single point of lake access, in-person group rules meeting, weigh-in or awards ceremony.
 - A golf tournament with staggered tee times, single-household cart use, and a virtual (rather than in-person) awards ceremony.
 - A bicycle race with staggered start times (so competitors remain socially distanced on the course), no group hydration stations, and no spectators.
 - Staggered practice sessions on a racetrack that ensure social distancing and avoid participants congregating before or after their session.
3. One-on-one or one-on-two guided or instructional services (e.g., fishing and birding guides, sports lessons) are allowed if social distancing is maintained throughout the activity, there is not shared transportation among different household members to/from the activity, and any shared equipment is sanitized between uses. Service providers and clients are encouraged to follow face-covering guidance issued by MDH ([MDH Guidance on When to Wear a Mask](#)) and the CDC.





Charter and Boat Launches

1. Charter and launch boats must adopt a COVID-19 Preparedness Plan in accordance with the [Guidance for Charters and Boat Launches](#) in order to operate.

Equipment Rental

1. Rental of outdoor recreational equipment is allowed if the equipment can be effectively sanitized between uses. For example, canoes, kayaks, fishing boats, bicycles, houseboats, and recreational vehicles (RVs) may be rented if procedures are in place to clean and disinfect the rented item and all associated equipment – such as paddles, lifejackets or helmets – after every use/rental cycle.
 - Sanitation of “soft goods,” such as life jackets or backpacks, poses particular challenges. Such rentals are allowed if there is an effective cleaning procedure or sufficient equipment inventory to allow “down time” of 72 or more hours between uses to minimize risk of COVID-19 transmission. See this [Life Jacket Association website](#) for example cleaning considerations.
 - For cleaning live-aboard rental equipment such as houseboats or RVs, follow the [MDH Interim Guidance for Hotel Managers and Owners](#).
 - Facilities must implement clear check-in and check-out procedures that minimize contact between customers and workers.
 - Some rental equipment, such as a fishing boat or golf cart, can typically be used by more than one person at a time. When renting such an item, consider social distancing to decide if/by whom the item can be shared. Live-aboard rentals (e.g.,

houseboats, RVs) can only be shared by people from the same household. The same holds true for items where the users are in close proximity (e.g., golf carts, kayaks) unless modifications are made to create a barrier between the users and they do not switch positions. A rented fishing boat may accommodate two or three people from different households depending on its size. When in doubt, only provide shared rental items to people from the same household.

- Any instruction on the operation or use of rental equipment must be provided in a manner that complies with social distancing requirements.

Marinas and Docks

1. Public and private marinas and docks may provide storage, docking, and mooring services to slip owners, seasonal renters or the general public. This includes the ability for boaters to purchase fuel, use access ramps, or purchase/receive services otherwise authorized by paragraph 7 of EO 20-63, such as food for take-out.

Camping

1. All private and public developed campgrounds may be open for recreational camping if they develop and implement a COVID-19 Preparedness Plan consistent with [Guidance for Safely Reopening Campgrounds](#). Dispersed or remote camping sites may also be open for recreational camping by people from the same household.
 - A dispersed campsite is a single campsite, not in a developed campground, used for overnight camping.
 - A remote campsite is a designated backpack or watercraft campsite, not in a developed campground, used for overnight camping.

For More Information

If you have questions about what outdoor recreational facilities are currently authorized by EO 20-63 or the information in these guidelines, please [email us](#). Please note: we will not be responding to inquiries or requests about the future opening of outdoor recreation and facilities. Also, please see [Minnesota’s Stay Safe Plan](#) for information about reopening various business and social settings not addressed here.

GUIDELINES FOR THE PUBLIC

Time spent outside provides many benefits. We encourage outdoor recreation as a good way to stay healthy, reduce stress, and enjoy time with friends and family. However, it is essential to follow the guidelines from the Minnesota Department of Health (see [Protecting Yourself and Your Family](#) and [Strategies to Slow the Spread](#)) and the Centers for Disease Control (see [Visiting Parks and Recreational Facilities](#)) and observe the following practices while recreating outdoors to protect yourself and others and slow the spread of COVID-19:



General Considerations

1. Consistent with state and federal guidance to limit the spread of COVID-19 and protect our neighbors, EO 20-63 discourages Minnesotans from unnecessary travel. If travel is necessary to engage in authorized outdoor recreation, the following will help you minimize potential points of virus transmission:
 - Travel as directly to your destination as possible and minimize stops along the way.
 - Attempt to bring all needed supplies with you.
 - If you do need to stop for gas or supplies, wear a manufactured or homemade cloth face covering.
 - Wash your hands or use hand sanitizer after touching common surfaces (gas pumps, door handles, shared bathrooms, etc.).
 - Do not travel if sick.
2. Explore the range of nearby public lands available to you. If you arrive at a park, water access site, or other public recreation land and see that it is busy, choose a different option. This will allow you to maintain social distancing and reduce impacts on staff and resources. Also, consider visiting at off-peak times, such as mid-week, or early or late in the day on a weekend.
3. If you rent recreational equipment – such as a canoe or bicycle – consider bringing your own protective gear like lifejackets and helmets.
4. Exercise caution regarding contact with shared amenities like playground equipment, picnic tables, and benches. Assume such equipment has not been sanitized. Wash your hands or use hand sanitizer if you do come into contact with shared amenities.
5. Respect signs limiting access or providing temporary direction regarding trail or site usage.
6. Wash your hands often with soap and water for at least 20 seconds. If soap and water are not readily available, use a hand sanitizer that contains at least 60% alcohol. Cover all surfaces of your hands and rub them together until they feel dry. Do not touch your eyes, nose, and mouth with unwashed hands.
7. Anyone with symptoms consistent with COVID-19 (including fever, cough, or difficulty breathing) should stay home and not engage in outdoor activities. For more information see [CDC's What to Do If You Are Sick](#) and the [State of Minnesota's Self-Screening Tool](#).
8. Wear a manufactured or homemade cloth face covering when you leave your home and travel to any public setting where other social distancing measures are difficult to maintain, and follow face covering guidelines issued by MDH ([MDH Guidance on When to Wear a Mask](#)) and the CDC. Note that cloth face coverings may help protect others from your respiratory droplets but are NOT a replacement for social distancing. Social distancing must be observed even if face coverings are in use.
9. Know the latest information about what facilities are open. For DNR-managed parks and lands, consult the [DNR website](#) or call the DNR information center (651-296-6157 or 888-MINNDNR (888-646-6367)).
10. Please note that while outdoor activities consistent with EO 20-63 and these guidelines are allowed, EO 20-63 does not require associated outdoor recreation facilities to open, nor does it restrict the ability for local authorities to limit activities or close facilities within their purview. Before visiting an outdoor recreational facility, be sure to check with the owner/operator to confirm it is open and your intended activity is allowed.

Social Distancing while Recreating Outdoors

1. Practice social distancing (stay at least 6 feet from people from other households). This isn't just for parks and trails – it is also essential at boat launches, fishing piers, and hunting lands, and anytime you leave your home.
2. "Household" means all the people living in the same home or residence, including a shared rental unit or other similar living space.
3. If it is not possible to maintain social distancing throughout an activity – such as while playing recreational/pick-up basketball or volleyball where participants are often in close proximity – then you should only participate in that activity with members of your household. Please note that organized youth and adult sports/athletics are not addressed in these guidelines.
4. Keep in mind that even activities and sports that are typically thought of as non-contact – such as doubles tennis or pickleball – may require modification to follow social distancing practices.
5. Do not carpool to outdoor recreational activities with people other than those in your household. Similarly, only use equipment that is sanitized between uses and maintain social distancing when around people from outside of your household.
6. Avoid congregating in common areas like trailheads, parking areas, overlooks, fishing piers, boat launches or fueling stations.

Events and Gatherings

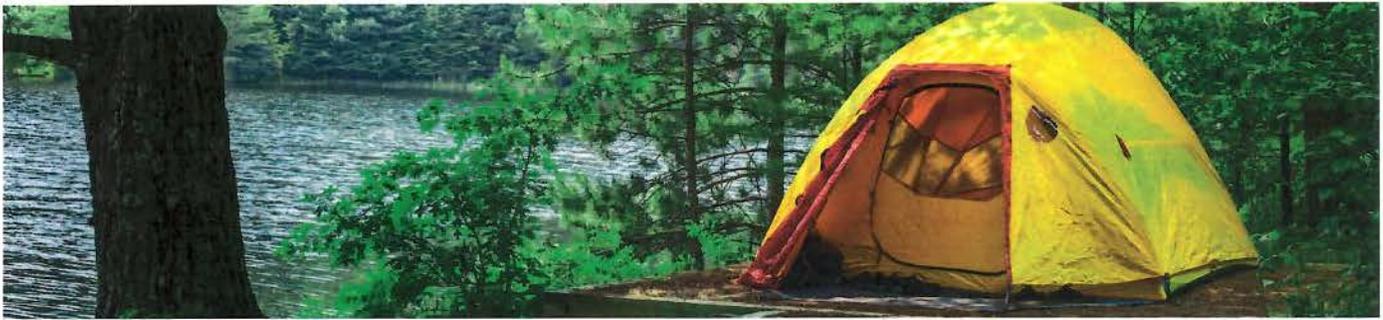
1. Only engage in tournaments, leagues, competitions or practices that:
 - Allow participants to maintain social distancing throughout the event,
 - Do not involve gathering of groups of more than 10 people,
 - Use either a staggered start or multiple points of departure and return so that participants do not congregate before, during, or after the event, and
 - Do not include spectators.

The following examples are provided for illustrative purposes only. This is not an exhaustive list and activities may be subject to local restrictions and/or facility availability:

- A fishing league with individual (or paired, with social distancing) anglers but no single point of lake access, in-person group rules meeting, weigh-in or awards ceremony.
 - A golf tournament with staggered tee times, single-household cart use, and a virtual (rather than in-person) awards ceremony.
 - A bicycle race with staggered start times (so competitors remain socially distanced on the course), no group hydration stations, and no spectators.
 - Staggered practice sessions on a racetrack that ensure social distancing and avoid participants congregating before or after their session.
2. Do not host or attend gatherings of more than 10 people unless they are members of your household. This includes gatherings like outdoor cookouts or barbeques, because those types of gatherings could spread COVID-19.

Boating

1. When enjoying recreational boating:
 - Consider boating only with those in your household.
 - If you boat with people not from your household, limit passengers to one or two to maintain a minimum six-foot distance between people from different households, recognizing that vessel size and design affects capacity.
 - Maintain a minimum of six-foot separation between boats. Beaching or rafting with other boats is not allowed.
 - When launching/loading your boat, give those ahead of you plenty of time and space to finish launching or loading before you approach.
 - Be aware that conditions at water access sites may differ from those encountered in previous years. While DNR-managed accesses are open, some public and private access sites may not be.



Camping

2. All private and public developed campgrounds may be open for recreational camping if they develop and implement a COVID-19 Preparedness Plan consistent with [Guidance for Safely Reopening Campgrounds](#).

Camping is also allowed at dispersed or remote camping sites with members of your household.

- A dispersed campsite is a single campsite, not in a developed campground, used for overnight camping.
- A remote campsite is a designated backpack or watercraft campsite, not in a developed campground, used for overnight camping.

3. While campgrounds and camping sites are allowed to be open, they might not actually be open due to staffing limitations or other considerations. Be sure to check if a specific facility is actually open before heading there to camp.

4. To help ensure a safe and enjoyable camping experience for you and others:

- Plan ahead. When you are able, make reservations and purchase permits, firewood, ice and other items online or by phone before you arrive on site.
- Be self-sufficient. For example, arrive prepared with your own soap, surface disinfectant supplies, hand sanitizer, paper towels/hand towels and toilet paper, in case these necessities are not available onsite.
- Maintain social distancing. Set up your campsite—sleeping, campfire and eating areas—to maximize distance from adjacent campsites that host people from different households.
- Recreate with your household.

➤ Know before you go. Some bathrooms or shower buildings may not be open; the same goes for shared amenities like large picnic shelters, amphitheaters and playgrounds. Check online resources or call ahead so you know what to expect when you arrive.

➤ Follow the rules. Follow all campground rules and instructions, whether given in writing or verbally.

Summary

We all have a role to play in protecting ourselves and fellow Minnesotans from the COVID-19 health threat. By following EO 20-63 and these guidelines, we can enjoy the many benefits of the outdoors while providing for public health, slowing the spread of COVID-19, and decreasing the potential for added strain on local communities and health care systems in Minnesota.

For More Information

Do you have questions about the information provided here? [Email us](#). Please see [Minnesota's Stay Safe Plan](#) for information about reopening various business and social settings not addressed here.

Resources

Centers for Disease Control and Prevention (CDC) Guidelines for Parks and Recreational Activities – www.cdc.gov/coronavirus/2019-ncov/community/parks-rec/index.html

Centers for Disease Control and Prevention (CDC) Guidelines – cdc.gov/coronavirus/2019-ncov/community/parks-rec/park-administrators.html

EPA-approved Cleaning and Disinfecting Supplies and Procedures – epa.gov/coronavirus/guidance-cleaning-and-disinfecting-public-spaces-workplaces-businesses-schools-and-homes

Interim Guidance for Hotel Managers and Owners – health.state.mn.us/diseases/coronavirus/lodgingcleaning.pdf

Minnesota Department of Employment and Economic Development Safe Work Guidelines – mn.gov/deed/newscenter/covid/safework/

Minnesota Department of Health – health.state.mn.us/diseases/coronavirus/index.html

Minnesota Department of Labor and Industry Updates, Templates and Instructions – dli.mn.gov/updates

National Park Service Coronavirus Updates – nps.gov/aboutus/news/public-health-update.htm

National Recreation and Park Association – nrpa.org/our-work/Three-Pillars/health-wellness/coronavirus-disease-2019

State of Minnesota Executive Orders – mn.gov/governor/news/executiveorders.jsp

State of Minnesota Symptom Screener – mn.gov/covid19/for-minnesotans/if-sick/is-it-covid

U.S. Forest Service Coronavirus Updates – fs.usda.gov/about-agency/covid19-updates

CDC Communication Resources – www.cdc.gov/coronavirus/2019-ncov/communication/factsheets.html

CDC's Guidance on Cleaning and Disinfecting Your Facility – www.cdc.gov/coronavirus/2019-ncov/community/disinfecting-building-facility.html

CDC's Resources for Businesses and Workplaces – www.cdc.gov/coronavirus/2019-ncov/community/organizations/businesses-employers.html

US Coast Guard COVID-19 Information – www.uscg.mil/coronavirus

National Safe Boating Council Life Jacket Sanitation Recommendations – safeboatingcampaign.com/news/covid-19-cleaning-and-storing-your-life-jacket/

mn.gov/deed/guidance





Keeping our Communities Safe During COVID-19

Our priority at Koloni has always been the safety of our communities and customers. As COVID-19 has spread across our communities we have updated our policies and work environment to help ensure the health and safety of all not only our customers but our employees as well.

First, we have moved all of our employees to work from home. Second, we have encouraged our customers and communities to stay home and follow all local regulations and health mandates as these vary by location. We continue to update our safety procedures as the CDC implements new guidelines.

Bikes

In many communities, our bike share systems have become an alternative to local mass transportation allowing essential workers to move from their homes to jobs. We have worked with all local partners to assist them in increasing the sanitation frequency of high touch areas on their bikes. We encourage all customers to:

- Follow CDC social distancing guidelines
- Follow CDC guidelines to wear face coverings in public
- Wash your hands for at least 20 seconds, frequently and after you have been in contact with high touch areas
- Use hand sanitizer, if available
- Coughing and sneezing into your arm
- Avoid touching your mouth, eyes, and nose

Lockers

In addition to the guidelines above, we have provided all customers with specific cleaning guidelines. We take the frequency of touching and usage of our stationary lockers seriously, with rules posted at each locker location. These rules include but are not limited to, cleaning schedules, social distancing requirements for customers, and availability of items in each locker.

You can find CDC guidelines here: <https://www.cdc.gov/coronavirus/2019-ncov/index.html>

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BIKE SHARE NOTICE



BIKEWILLMAR

SAFETY PRACTICES TO FOLLOW:



- PLEASE WASH YOUR HANDS BEFORE/AFTER BIKING
 - PLEASE DO NOT TOUCH YOUR FACE
- YOU ARE ENCOURAGED TO SANITIZE BIKES BEFORE & AFTER USE
- SOCIAL DISTANCING IS REQUIRED (6FT DISTANCE BETWEEN INDIVIDUALS)
 - DO NOT GATHER IN CROWDS
- PLEASE DO NOT RIDE BIKES IF YOU ARE FEELING ILL
 - HELMETS ARE ENCOURAGED



THANK YOU FOR RIDING SAFELY!

QUESTIONS?
320-235-1454

