

Wrangell Parks & Recreation
320 Church St. ~ Wrangell, Alaska ~ 999929

COVID Safety Mitigation Plan

Drafted May 17th, 2020

1st Revision May 28th, 2020

2nd Revision June 19th, 2020

3rd Revision June 30th, 2020

4th Revision July 16th, 2020

5th Revision September 30th, 2020

PURPOSE

To maintain a safe facility and prevent the spread of COVID19, while providing opportunities for Wrangell residents and visitors to enjoy recreation and wellness activities for the benefit of their overall wellbeing.

OVERVIEW

The following document details the Wrangell Parks and Recreation Department COVID19 Safety Mitigation Plan which has been drafted in accordance with Alaska State Health Guidelines Attachments K-Fitness Centers, I-Day Camps, U- Organized Sports, Activities and Guided Recreation, P-Swimming Pools, and the Advisory Document for Large Gatherings and Community Events.

All requirements must be met for Parks and Recreation facilities and functions to resume and maintain operations. The plan will be updated as Alaska continues a phased approach to opening economic activity responsibly. It will be presented to all department employees and contractors and will be posted near public entrances of the facility as well as on the department's website.

This plan has been updated in accordance with Reopen Alaska Responsibility Phases 3 and 4 which began on May 22nd, 2020. And it continues to be updated in accordance with local health official recommendations and the community's current level of risk dictated by the Emergency Operations Center.

CAPACITY

Wrangell Parks and Recreation facility weight room, cardio equipment and racquetball court will be open during its regularly scheduled operating hours.

Fitness Center indoor activity may be limited to allow for a minimum of 6 ft. social distancing between non-household individuals when exercising. When not exercising, non-household members should maintain social distancing. Where possible in Swimming Pools, 6 ft. social distancing by non-household members should be maintained while swimming laps or otherwise exercising in the pool.

P&R Director and Coordinators have discretion regarding the allowed number of people in the facility based on operational circumstances. Although Phases 3 and 4 do not mandate allowable percentages of the building occupancy, the number of members of the public admitted into the facility may be less to maintain social distancing requirements.

HOURS OF OPERATION

The facility will be open by appointment or walk in visits along with reservations. Members of the public should interact with Parks and Recreation employees only if there is no other way to reasonably conduct business. Members of the public may schedule an appointment, reserve a lane within the swimming pool, or register for a class over the phone (907-874-2444) or online (www.wrangellrec.com).

Facility operating hours are from 6:00AM-1:30PM & 3:30PM-7:30PM Monday through Friday, and on Saturdays from 10:00AM-2:30PM.

The facility may be accessed:

- **by walk in**
- **by appointment**
- **by reservation**

DOCUMENTATION

To enable contact tracing, employees are required to keep a log of each patron that visits the facility. The log must record the member of the public's name, area of the facility used and time that they were present. This log may be subject to public record disclosure in accordance with the laws of the state of Alaska and the City and Borough of Wrangell.

SOCIAL DISTANCING

At least 6 ft. of distance must be maintained between individuals or household groups while in the facility wherever possible, unless the facility has prescribed a greater distance to be observed. Physical barriers, such as clear plastic guards have been installed in areas where there is direct contact with the public. Parks and Recreation promotes cashless and receipt-less transactions wherever possible.

SCREENING AND ACCESS

Staff are required to screen patrons upon entry into the facility. Any persons with symptoms consistent with COVID19 may not enter the premises. The screening confirms absence of symptoms including but not limited to, cough, fever, shortness of breath, muscle pain, chills, sore throat, or other abnormalities. If a member of the public responds positively to the symptomatic questions, they will be asked to refrain from recreating in the facility and encouraged to visit their health care provider. Persons are also asked about their recent travel history. If they have traveled to the lower 48 or internationally within the past 14 days, they must vacate the premises.

MASK REQUIREMENTS

Members of the public must wear a face mask when entering and exiting the facility and when they move about the facility. Members of the public are not required to wear their face mask while they are in the water or when they are at their individual workout station (i.e. treadmill) or in the weight room.

Employees are required to wear cloth face coverings when entering and exiting the facility, interacting with the public, moving about the building to disinfect areas of use and when interacting with other employees. Employees are strongly encouraged to wear masks wherever possible so long as it does not impact the safety of the employee. Employees are not required to wear a cloth face covering when they are at their individual workstation, actively on surveillance duty on the pool deck or while in the water.

OFFICE AND LOBBY

To the maximum extent possible P&R business shall be conducted via telephone or online. Gathering in the lobby will be strictly prohibited. Cashless and receipt-less transactions will be completed wherever possible.

LOCKER ROOMS

While the locker room showers are not available for use, the locker rooms themselves are available for restroom use and changing. Patrons wishing to access the swimming pool can shower on the pool deck before and after swimming. Swimmers who do not wish to utilize the locker room may continue using the staging area on the pool deck to prepare for aquatic activity. Patrons are required to bring their personal towel with them to the pool.

Due to the potential proximity of others within the locker rooms, patrons are asked to wear their mask wherever possible. Patrons should continue social distancing themselves throughout the facility, especially in confined areas such as the weight room and locker rooms. Patrons are strongly encouraged to wash their hands upon entry and exit of the facility. Staff are required to perform routine disinfection of touch point surfaces.

RACQUETBALL COURT

The racquetball court is open by reservation only and limited to six persons. Group size may be limited to not exceed capacity and allow for users in other areas of the facility. Wallyball equipment is available for use. Patrons accessing this area of the facility may not congregate in the lobby in between games. If players need respite from the court, they may step outside of the building. Patrons are required to disinfect equipment immediately after use.

CARDIO EQUIPMENT AND WEIGHT ROOM

There are two areas within the facility that are set up with cardio equipment. There is a maximum capacity of 6 persons in the main lobby that houses the cardio equipment. The weight room is for static lifting only. Anerobic lifting is strictly prohibited. The weight room has a maximum capacity of 3 persons. Patrons are required to disinfect equipment immediately after use, before moving on to the next piece of equipment within the circuit.

SWIMMING POOL

The CDC has indicated that there is no evidence the disease spreads through treated water. Proper operation and maintenance of the facility should inactivate the virus in water. Chlorine levels will be maintained above 2.00 ppm. The pool deck will be disinfected following the lunch time lap swim and evening open swims.

Swimming does not require contact between persons and social distancing can be maintained throughout activities. The swimming pool is available for lap/tot swim, exercise class, club and team sports, and open swim. Inflatable devices will not be deployed until further notice. Private rental reservations are prohibited until further notice.

LAP SWIMS

During lap swim activities the following guidelines must be adhered to:

1. Lap swims are available by reservation or on demand.

2. To ensure that your space is confirmed we strongly encouraged reservations.
3. Reservations made be requested up to 48 hours in advance.
4. To maintain 6 ft. distance while swimming laps, access will be limited to one swimmer per lane and one water walker per 6 ft. of space in the shallow end. Persons from the same household or social bubble may share a lane.
5. Rest points in lap swimming will be designated at alternate ends of the pool. Lanes 1,3,5 will rest at the shallow end of the pool and lane 2,4 will rest at the deep end of the pool.
6. One family (Up to 4 persons from the same household) at a time may utilize the kids pool on demand or by reservation during regularly scheduled lap swims.
7. Capacity will be limited to 10 persons at one time in the pool during regularly scheduled lap swims. This includes families who are utilizing the kid's pool.
8. All patrons 3 and older must wear a face mask when not in the water.

OPEN SWIMS

During open swim activities the following guidelines must be adhered to:

1. Open swims will be family oriented. At least one adult/guardian must be in the water with swimmers 12 and younger.
2. Open swims are available by reservation or on demand.
3. To ensure that your space is confirmed reservations are strongly encouraged.
4. Reservations made be requested up to 48 hours in advance.
5. Capacity will be limited to 20 persons at one time.
6. Families/persons will be checked in one at a time.
7. Persons must remain 6 ft. from other families/groups while accessing the facility and in the water.
8. All patrons 3 and older must wear a face mask when not in the water.
9. Pool owned equipment and toys will not be available.

SWIM LESSONS & SWIM CAMPS

During swim lessons and camps the following guidelines must be adhered to:

1. Swim lessons and camps may have age restrictions to mitigate the potential for direct contact during skills instruction by instructors.
2. All participants of lessons or camps will be screened and briefed prior to attending their first session.
 - a. Confirm absence of symptoms including but not limited to, cough, fever, shortness of breath, muscle pain, chills, sore throat, or other abnormalities.
 - b. Participants who are experiencing symptoms should report to management and are encouraged to contact their health care provider.
 - c. Participants who are experiencing symptoms should refrain from participating in the activity until 72 hours after the symptoms have subsided.
 - d. Do not make physical contact with others such as high fives or handshakes.
 - e. Avoid touching your face.
 - f. Avoid food sharing, drinks, or towels.
 - g. Do not attend lessons if you, or a member of your household does not feel well.
3. Swimmers should arrive as close to the start of the activity as possible to limit wait time in the facility.
4. To maintain social distancing only two swimmers will be permitted in one lane. Swimmers shall have different resting points to mitigate close contact.

5. Instructors will refrain from getting in the water with swimmers unless necessary. Instructors will provide direction to swimmers from the deck.
6. Lane assignments will be designated at the start of the session to mitigate close contact with as many participants as possible.
7. Equipment sharing is strictly prohibited.
8. Congregation of swimmers, parents, and families before, during or after activities is not permitted.
9. Swimmers should leave the facility as soon as reasonably feasible after the lesson/session.
10. All patrons 3 and older must wear a face mask when not in the water.

SWIM CLUB & TEAM SPORTS

During swim club and team sports the following guidelines must be adhered to:

1. All participants of club or team sports will be screened and briefed at the start of practice.
 - a. Confirm absence of symptoms including but not limited to, cough, fever, shortness of breath, muscle pain, chills, sore throat, or other abnormalities.
 - b. Participants who are experiencing symptoms should report to management and are encouraged to contact their health care provider.
 - c. Participants who are experiencing symptoms should refrain from participating in the activity until 72 hours after the symptoms have subsided.
 - d. Do not make physical contact with others such as high fives or handshakes.
 - e. Avoid touching your face.
 - f. Avoid food sharing, drinks, or towels.
 - g. Do not attend lessons if you, or a member of your household does not feel well.
2. Swimmers should arrive as close to the start of the activity as possible to limit wait time in the facility.
3. To maintain social distancing only three swimmers will be permitted in one lane. Swimmers shall have different resting points to mitigate close contact. Where possible siblings will be assigned adjacent lanes to mitigate unnecessary proximity to persons outside of the household.
4. Coaches will refrain from getting in the water with swimmers unless necessary. Coaches will provide direction to swimmers from the deck.
5. Lane assignments will be designated at the start of the season to mitigate close contact with as many participants as possible.
6. Equipment sharing is strictly prohibited.
7. Congregation of swimmers, parents, and families before, during or after activities is not permitted.
8. Swimmers should leave the facility as soon as reasonably feasible after the practice.

All patrons 3 and older must wear a face mask when not in the water.

PARK SHELTER RENTAL RESERVATIONS

During use of Park facilities, the following guidelines must be adhered to:

1. Limit group size to 50 people or less.
2. Cover your mouth and nose with a cloth face covering when around others.
3. Keep a 6-ft. distance from others who are not part of your household or small social bubble — even if they are good friends or family members.
4. Do not share cars on the way to or from gatherings and do not linger within 6 feet of others at the gathering.

5. Do not stay in one place for long. Moving around encourages air flow around you and can help prevent spreading the virus. Gathering outside — but still at a distance — is usually safer than spending time with others in an enclosed space.
6. Bring your own chairs, plates, silverware, glasses, food, drinks, and hand sanitizer.
7. Wash or sanitize your hands often.
8. Stay home if you have any symptoms of COVID19 and encourage others to do the same. Possible symptoms include fever, chills, cough, difficulty breathing, new loss of taste or smell, and other symptoms listed on the CDC website.
9. Maintain records and contact information in the event there is a positive case.

OUTDOOR RECREATION ACTIVITIES (YOUTH)

During outdoor recreation activities the following guidelines must be adhered to:

1. Activities will be facilitated outside.
2. Group sizes will be limited.
3. All participants of lessons or camps will be screened and briefed prior to attending their first session.
 - a. Confirm absence of symptoms including but not limited to, cough, fever, shortness of breath, muscle pain, chills, sore throat, or other abnormalities.
 - b. Participants who are experiencing symptoms should report to management and are encouraged to contact their health care provider.
 - c. Participants who are experiencing symptoms will be prohibited from participating in the activity until 72 hours after the symptoms have subsided.
 - d. Avoid physical contact with others such as high fives or handshakes.
 - e. Avoid touching your face.
 - f. Avoid food sharing, drinks, or towels.
4. Social distancing will be required wherever possible.
5. Hand sanitizer will be available upon arrival and throughout the activity. Staff will monitor use of hand sanitizer.
6. Staff are required to wear face masks when social distancing cannot be maintained.
7. Participants are strongly encouraged to wear face masks whenever possible, except during periods of physical exertion.

INDOOR RECREATION AND SPORTS ACTIVITIES

During indoor recreation and sports activities, the following guidelines must be adhered to:

1. Activities will be facilitated indoors. Ventilation will be increased to the maximum degree possible when appropriate.
2. Group sizes will be limited. Participants will work in small cohort groups.
3. All participants of recreation activities and sports will be screened and briefed prior to attending their first session. All further screenings will take place on sight upon arrival.
 - a. Confirm absence of symptoms including but not limited to, cough, fever, shortness of breath, muscle pain, chills, sore throat, or other abnormalities.
 - b. Participants who are experiencing symptoms should report to management and are encouraged to contact their health care provider.
 - c. Participants who are experiencing symptoms will be prohibited from participating in the activity until 72 hours after the symptoms have subsided.
 - d. Avoid physical contact with others such as high fives or handshakes.
 - e. Avoid touching your face.

- f. Avoid food sharing, drinks, or towels.
4. Social distancing will be required wherever possible.
5. Participants will be prompted to wash their hands upon arrival and departure from the activity.
6. Hand sanitizer will be available throughout the activity. Staff will monitor use of hand sanitizer.
7. Staff are required to wear face masks when social distancing cannot be maintained.
8. Participants are required to wear face masks whenever possible, except during periods of physical exertion.

HYGIENE PROTOCOLS

- ✓ An adequate supply of disinfectant supplies will be on hand for employees and members of the public.
- ✓ Hand washing/disinfection stations will be stationed at entryways and adjacent to office.
- ✓ Lobby restrooms will be disinfected hourly during periods of use.
- ✓ Employees will be required to sanitize workstations at the start of their shift, on an hourly basis throughout their shift and at the end of their shift.
- ✓ Hourly touch point sanitation will be conducted in all work and public access areas.
- ✓ Cardio and weight equipment shall be sanitized after each use. All other equipment shall not be shared between patrons.
- ✓ Pool, deck, and other communal spaces shall be fully sanitized before opening each day.

CLEANING AND DISINFECTING PROTOCOLS

- ✓ Cleaning and disinfecting practices shall be in compliance with CDC guidelines.
- ✓ Pool operator shall ensure proper operation and maintenance including disinfection with chlorine.
- ✓ If a patron or employee exhibits symptoms of COVID19 the facility will automatically shut down for 72 consecutive hours to allow for the deactivation of the virus, followed by personnel performing a comprehensive disinfection of all common surfaces.

STAFFING AND OPERATIONS

1. All employees will be provided with a copy of the Safety Mitigation Plan
2. All employees will be required to sign an "Acknowledgment" form providing proof of their review.
3. All employees will be required to complete a pre-shift screening prior to beginning their shift and document that they have no relevant symptoms in the "Employee Screening Log".
4. Employees with a positive screening will not be permitted to fulfill their shift until 72 hours after the symptoms have subsided.
5. Only two staff will be permitted in the office or break area at one time. Social distancing must be observed.
6. All employees will be required to complete COVID19 safety training prior to returning to work. A log will be maintained detailing the safety topics covered with an employee signature acknowledging completion of the training session.