



Parks & Recreation Department  
Reopening Procedures and Practices Framework

These are recommended guidelines based on Best Practices from the Parks and Recreation Profession, the national reopening plan, CDC guidelines, and governor recommendations. The national reopening plan can be reviewed by going to the following link <https://www.whitehouse.gov/openingamerica/>.

The Governor's Executive Order May 12, 2020, Providing additional guidance for reviving a healthy Georgia in response to COVID-19 can be reviewed at the following link <https://gov.georgia.gov/executive-action/executive-orders/2020-executive-orders>

Also taken into consideration is the "Return to Play COVID-19 Risk Assessment Tool prepared by the Aspen Group. The document can be reviewed at the following link <https://www.aspenprojectplay.org/return-to-play>.

If it is determined that the City cannot safely operate parks and recreation programs or facilities, then they will not be offered for use until such time that safety can be expected.

1. **Ashford Park Community Building:** \*(Reopen for public use June 15<sup>th</sup>)

Meetings and activities scheduled and planned in the small center will be adjusted or in some cases cancelled to maintain the health of the users and staff.

- Ashford Park Community Building use will be allowed under Phase I of the national reopening plan.
- Meetings will be limited to no more than 10 participants during Phase I of the reopening plan.
- 6' social distancing will be required of all visitors and rental participants.
- Countertops and other public fixtures are to be regularly disinfected following use by patrons and staff.
- Scheduled cleaning and sanitizing on a regular basis.
- Youth Camps of 10 or less would be allowed to start during Phase I. This criteria meets the Phase I reopening requirement of 1:9 ratio.

2. **Athletic Fields:** \*(Reopening to the public June 1st)

- Open athletic fields during Phase I for **passive use only**. Limit to no more than 10 people per the requirements of the Phase I reopening Plan.
- Date to be determined: Open athletic field for organized play with City of Brookhaven approved league COVID-19 implementation plan. At such time that league play can resume, the following will apply:
  - Parents and fans will be allowed to attend practices and games. Social distancing guidelines must be followed at all times.
  - Parents and fans attending practices and games will be required. to wear masks
  - No family members allowed to attend games if they have tested positive for COPVID-19.

3. **Brookhaven and Skyland Park Dog Parks:** \*(Opening date of June 1<sup>st</sup>)

- Both dog parks could reopen under Phase I of the reopening plan.
- Brookhaven Park Dog Park will be allowed to have a maximum number of 20 people in the dog park area at one time. All individual's inside the dog park are required to follow social distance guidelines.
- Skyland Park Large Dog Park area will be allowed to have a maximum number of 10 people in the dog park area at one time. All individual's inside the dog park are required to follow social distance guidelines.
- Skyland Park Small Dog Park area will be allowed to have a maximum number of 5 people in the dog park area at one time. All individual's inside the dog park are required to follow social distance guidelines.
- Strict social distancing guidelines would have to be followed.
- The number of people in the dog park will be determined by the size of the dog park area.
- If these rules are not followed, then the City can close both dog parks immediately until further notice.

4. **Community Events:** \*(Resume Community events To Be Determined, estimated to August 1<sup>st</sup>)

Parks and Recreation will plan and operate events designed to gather large numbers of people only during Phase 3 of the national reopening plan.

- Events will be planed so that items/supplies are single use and not shared among participants.
- Event registration will be completed online or there will be no registration in order to avoid large lines of people.
- Activities as part of any events will be designed to avoid shared equipment or enclosed spaces.
- Agreements with outside agencies will contain a clause referring to pandemic conditions as reasons for the city to cancel permitted events operated by other groups.

5. **Gymnasium:** \*(Reopen to the public To Be Determined, estimated June 15<sup>th</sup>)

Scheduled gym activities will be altered to eliminate team activities and to keep all users at least 6' apart

- During open gym there will be no organized play.
- Open gym would be done by reservation only during Phase I and Phase II of the reopening plan to limit the number of guests in the gym ensure that social distancing guidelines are followed.
- Gym use will be allowed under phase 1 of the national reopening plan.
- After handling cash and checks, staff should immediately use hand sanitizer or wash their hands.
- Only allowing individual players on the gym floor for single player use, unless in the same household.
- Individuals playing basketball must provide their own basketball during Phase I and Phase II of the reopening plan.
- Participants will be required to bring their own personal water bottle(s).

7. **Lynwood Park Pool and Murphey Candler Park Pool:** \*(Opening date of pools To Be Determined))

The pool faces several challenges in reopening due to the confined nature of the area, and the requirement of the staff to perform only lifeguard duties and nothing else. The pool may be allowed to reopen in Phase 2 of the national reopening plan. It is highly recommended that the pool reopens during Phase 3 of the national reopening plan.

**Pool Staff:**

- Designated staff on duty allowed in the pool office area.
- Installation of cough and sneeze guards to protect staff.
- Encourage patrons when possible to use a credit card for payment.
- Staff will be required to wear gloves during transactions that involve cash or credit cards.
- Build in staff time for getting guests in and out for the pool area and for cleaning.

**Entry:**

- Determine a social distance capacity of reach pool.
- Countertops and other public fixtures are to be regularly disinfected following use by patrons and staff
- All patrons are to stay 6' apart due to social distancing
- Social Distancing policies with new capacity limits.
- Cough and or Sneeze Guard protection will be installed to protect staff from constant patron interaction.
- Entry staff will be provided and required to use PPE while on duty and out of the water
- Only a limited number of patrons will be allowed in at any one time.
- Have pool patron's complete liability waiver online prior to entering pool. Keep log of those who have completed the waiver. Provide paper copies of the waiver at the pool for those that need one.

**Pool:**

- 6' social distancing will remain in place both in the water and on deck.
- Staff working on deck should be provided and required to use PPE while on duty.
- Lifeguards may not be used to monitor the 6' social distancing. They are always to be guarding.
- Pool Managers will be responsible for enforcing social distancing guidelines around the pool area.
- Handrails will be cleaned multiple times a day with a cleaning solution.
- The CDC reports that proper chlorine levels between 1 and 3 ppm kills the COVID 19 virus on contact and that treated and maintained water is not a source of transmission.
- No swim lessons /programs allowed during the reopening phase of the pools.
- Swim Teams will be offered beginning mid-June, with social distancing practices in place.

**Concessions:**

- Concessions will not be sold at the pool this season.
- Patrons will be allowed to bring in basic concession items; i.e. water, sodas, and snacks.

Showers/bathhouse:

- Showers will be altered or removed in order to require 6' distance between users.
- All urinals will be adjusted or removed from service to allow 6' distance between users.
- Shower and toilet handles will be disinfected and cleaned.

8. **Outdoor Basketball Courts:** \*(Opening date To Be Determined, estimated July 1<sup>st</sup>)

- Sporting courts will have signage reminding players to adhere to the 6' social distancing rules.
- Once we reach Phase II on the national reopening, we will re-install the rims on the courts that were removed at the beginning of the pandemic.
- Players must bring their own basketballs for play.
- No handshakes or physical contact between players will be allowed.

9. **Outdoor Restrooms:** \*(Opening date of Outdoor Restrooms, To Be Determined, estimated July 1<sup>st</sup>)

- Outdoor restrooms would be reopened for public use during Phase II of the reopening plan.
- Outdoor restrooms would be cleaned once a day.

10. **Parks:** (All Parks are currently open for passive use only)

Park's open space and trails have remained open during the pandemic. Several facilities located inside the parks have been closed. Several facilities are recommended to be reopened only during phase 3 of the national reopening plan

11. **Playgrounds:** \*(Opening date of Playgrounds To Be Determined, estimated July 1<sup>st</sup>)

- Playgrounds would reopen during Phase 3 of the national reopening plan.
- Playgrounds are to be sprayed with a cleaning solution on a weekly basis.

12. **Recreation Centers:** \*(Reopen to public June 15<sup>th</sup>)

- All persons entering the recreation centers will be required to wear a mask.
- Lynwood Park and Briarwood Recreation Center use will be allowed under phase 1 of the national reopening plan.
- Access to the staff area of the building will only be allowed for authorized Parks & Recreation Department staff.
- 6' social distancing will be required of all visitors. Signs and social distancing markers on the floor will be installed to encourage social distancing.
- Staff will work to create a designated "one-way" pathway in and out of the building for guests using the gym.
- Encourage patrons when possible to use a credit card for payment.
- Disinfect the credit card reader after each transactions.
- Place silicon guard on the front desk keyboard for additional protection.
- When accepting cash or checks from someone, employees will always wear gloved when executing this transaction.

- Cleaning and sanitizing plan for the facility to be completed daily during the day during the reopening phase and going forward. A log sheet would be created for staff to sign each time the restrooms are cleaned.
  - Staff would create a “one-way” only pathway for guests to enter and exit the building during Phase 1 and Phase 2.
  - No equipment will be given out. Participants must provide their own basketball.
  - Ensure all first-aid kits, AED and life safety equipment are in place and restocked prior to reopening.
  - Prop open doors when possible to create “no-touch” walkways.
  - Online registration only for all program and activities.
13. **Recreation Programs:** \*(Recreation Programs To Be Determined, estimated to begin June 15<sup>th</sup>)
- Programming will not be allowed to start until Phase I of the national reopening plan.
  - Children will be dropped off in the parking lot or walk to the center, so parents don’t have to enter the building
  - Class sizes shall be no more than 10 participants during Phase I of the reopening plan.
  - Rooms will be set up with tables and chairs that allow for 6’ between everyone
  - Scheduled bathroom/hand washing times to make sure hygiene is addressed
  - Encourage outside activities that allow for more spreading out
  - Restrict items brought from home
  - Cleaning of facility and high touch areas several times throughout the day by Recreation Coordinator and part-time staff.
  - Participants will be required to bring their own personal water bottle(s).
14. **Rentals:** \*(Rentals To Be Determined, estimated to resume June 15<sup>th</sup>)
- Rental of facilities to include shelters, pavilions, meeting rooms, will be done online only
  - Encourage patrons when possible to use a credit card for payment.
  - Rentals will not be allowed to start until Phase II of the national reopening plan.
  - Rentals will be restricted to less than 50 people based on Phase II reopening plan.
  - Rentals of over 50 people will begin July 1<sup>st</sup>.
15. **Staff:** \*(Formally open to staff on May 26<sup>th</sup>)
- Staff will be provided Masks and other PPE’s for use while working at the recreation centers.
  - Staff have their own offices. This will allow staff to maintain social distancing while in the office.
  - Staff would be on a rotating schedule at the Briarwood Recreation Center due to having to share an office.
  - No in person meetings. Only video and teleconference calls.
  - Installation of cough and sneeze guards to protect staff.
  - Reconfigured furniture and self-service kiosk to help create barriers between guests and staff.
  - Encourage patrons when possible to use a credit card for payment.
  - When accepting cash or checks from someone, at no time should you touch the person’s hand.

- Staff will be required to wear gloves during transactions that involve cash or credit cards.
- After handling cash and checks, staff should immediately use hand sanitizer or wash their hands.

16, **Tennis Courts:** \*(Reopen to public on June 1<sup>st</sup>)

- Singles play would be allowed to resume on June 1<sup>st</sup>.
- Doubles play would be allowed to resume on June 15<sup>th</sup>.
- Sporting courts would reopen under Phase I of the national reopening plan
- Sporting courts will have signage reminding players to adhere to the 6' social distancing rules.
- Social distancing markers will be placed on the floor of the Blackburn Tennis Center.
- Singles play will be allowed during Phase I of the reopening plan.
- Players are encouraged to bring/use hand sanitizer.
- No handshakes, paddle bumps or physical contact between players.
- Players will call ahead reserve and pay for their court time. This will allow for the player to go directly to the courts that they have booked.
- Only one (1) person will be allowed in the restroom at a time.
- All restrooms, indoor counters and high traffic touch points will be cleaned and sanitized on an hourly basis.