

*** All present are expected to conduct themselves in accordance with our City's Core Values ***



OFFICIAL NOTICE AND AGENDA

of a meeting of a City Board, Commission, Department Committee, Agency, Corporation, Quasi-Municipal Corporation or Sub-unit thereof.

Notice is hereby given that the Park and Recreation Committee of the City of Wausau, Wisconsin will hold a regular or special meeting on the date, time and location shown below.

Meeting of the: **PARKS AND RECREATION COMMITTEE OF THE CITY OF WAUSAU**
Date/Time: **Monday June 1, 2020 at 4:30pm**
Location: **City Hall (407 Grant Street, Wausau WI 54403) - Council Chambers**
Members: **Tom Neal, Patrick Peckham (c), Tom Kilian, Lou Larson, Sarah Watson**

AGENDA ITEMS FOR CONSIDERATION (All items listed may be acted upon)

- 1 Call the Meeting to Order
- 2 Public Comment or Suggestions
- 3 Introduction of Marcus Aumann - Assistant Director of Community Services
- 4 Approve Minutes - May 4, 2020 and May 18, 2020
- 5 Discussion and Possible Action on Opening or Closing the Wausau Pools
- 6 Discussion and Possible Action Regarding the Operations of Playgrounds and Sports Fields
- 7 Discussion and Possible Action Requesting Funds for an Environmental Consultant to Prepare Recommendations to Test the Waters of the Wisconsin River
- 8 Discussion and Possible Action Recommending 2021 Capital Improvement Projects
- 9 Educational Items
 - A. Dog Park Special Committee Update - Committee Appointment
 - B. Project Update - Water Systems, Flower Program, Park Office, Barker Stewart Island Vegetation, Isle of the Ferns Lighting, JoJo's Jungle Playground Installation, Routine Operations/Programs
- 10 Future Agenda Items - Riverside Park Boundary Line
- 11 Next Meeting Date - July 6, 2020 at 4:30pm
- 12 Adjournment

Patrick Peckham, Chairperson

Due to the COVID-19 pandemic, this meeting is being held in person and via teleconference. Members of the media and the public may attend in person, subject to the social distancing rules of maintaining at least 6 feet apart from other individuals, or by calling 1-408-418-9388. The Access Code is 126 906 8427. Password: ParksComm601 (72757266 from phones)

Individuals appearing in person will either be seated in the Council Chambers or an overflow room, subject to the social distancing rules. Space available will be on a first come, first served basis. All public participants' phones will be muted during the meeting. Members of the public who do not wish to appear in person may view the meeting live on the City of Wausau's YouTube Channel <http://www.tinyurl.com/WAAMedia>, over the internet by <https://waam.viebit.com/?folder=ALL>, live by cable TV, Channel 981, and a video is available in its entirety and can be accessed at <https://tinyurl.com/WausauCityCouncil>. Any person wishing to offer public comment who does not appear in person to do so, may e-mail Jamie.polley@co.marathon.wi.us with "Parks Committee public comment" in the subject line prior to the meeting start. All public comment, either by email or in person, will be limited to items on the agenda at this time. The messages related to agenda items received prior to the start of the meeting will be provided to the Chair.

In accordance with the requirements of Title II of the Americans with Disabilities Act of 1990 (ADA), the City of Wausau will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs or activities. If you need assistance or reasonable accommodations in participating in this meeting or event due to a disability as defined under the ADA, please call the ADA Coordinator at (715) 261-6590 or ADAServices@ci.wausau.wi.us to discuss your accessibility needs. We ask your request be provided a minimum of 72 hours before the scheduled event or meeting. If a request is made less than 72 hours before the event the City of Wausau will make a good faith effort to accommodate your request.

This Notice was posted at City Hall and faxed to the Daily Herald newsroom on 05/26/2020 @ 4:00 p.m. Questions regarding this agenda may be directed to Jamie Polley, Park Office (715) 261-1550.

Distribution List: City Website, Media, WSD-Admin, Alderpersons, Mayor, Dept. Staff, Maryanne Groat, Brad Lenz, Eric Lindman, Christian Schock, Lance Leonhard, Wi Woodchucks, Wausau Events, Public Access, Wausau River District, Patrick Hoerter

AGENDA SUMMARY

5. Discussion and Possible Action on Opening or Closing of the Wausau Pools

The Committee will continue the discussion on whether to open or close the three Wausau pools for the 2020 summer. On May 18th the Committee heard information from the Marathon County Health Department and the recommendations that include maintaining 6ft physical distancing, attendance reductions and proper cleaning guidelines. A representative from the Marathon County Health Department will be in attendance at the meeting to provide the Committee with any new information that may have become available since May 18th. Staff will also present a plan for operations if the pools are to open.

The Committee is asked to make a determination to either open one, two or all the pools on July 1, 2020 or close the pools for the summer.

6. Discussion and Possible Action Regarding the Operations of Playgrounds and Sports Fields

The Committee will discuss whether City playgrounds should remain open or close to follow the CDC guidelines. Also at this time City athletic fields are open for general use but are not being scheduled for organized sports. Guidelines from the Center for Disease Control (CDC) and WI Economic Development Corporation (WEDC) are attached for your reference. A representative from the Marathon County Health Department will be in attendance at the meeting to answer any questions and provide current recommendations pertaining to playgrounds and sports fields.

7. Discussion and Possible Action Requesting Funds for an Environmental Consultant to Prepare Recommendations to Test the Waters of the Wisconsin River

Consider requesting funds to have an Environmental Consultant prepare recommendations to test the waters of the Wisconsin River above and below the area where groundwater from the Wauleco site would enter the stream. The consultant would advise what to test for to determine the safety of citizens doing such things as swimming, paddling and fishing in those waters. Funds for the consultant and any testing decided on could come from the Holtz-Krause environmental fund. Cost options would be known after receiving the consultant's report.

If the Committee wishes to pursue this further a recommendation should be made to the Capital Improvement and Street Maintenance Committee since the groundwater is coming from an area outside of park property.

8. Discussion and Possible Action Recommending 2021 Capital Improvement Projects - Capital Improvement Project requests are attached, please review prior to the meeting

9. Educational Items

9A. Dog Park Special Committee Update

Chair Peckham has appointed Alder Watson to the Dog Park Special Committee as the second representative of the Parks and Recreation Committee. The Dog Park Special Committee has not met recently. The Committee will be working on signage and will plan additional fundraising events for the future. Work on the dog park has not yet begun due to a wet site. Grading and over seeding will take place first followed by work on the parking lot, water line installation and fencing installation. Engineering has completed the design work of the parking lot and staff is coordinating the work to be performed and the schedule for completion.

9B. Project Update

Water Systems:

All major systems are operational with the exception of Athletic Park and River life irrigation systems which are schedule for the week of May 25.

AGENDA SUMMARY

Swimming Pools:

Pool systems and Plumbing are being assembled for either operation or testing.

Flower Program:

Greenhouse plants are ready for planting in designated areas. Planting will begin based on the forecast predictions of May 26.

Park Office:

Staff is working on Park Office remodeling project.

Barker Stewart Island:

Staff is preparing for vegetation management activities per work plan.

Isle of Ferns:

6 wooden pole lights are being replaced with 11 decorative and energy efficient (LED) pole lights along the existing path.

Routine Operations/Programs:

Mowing Operations; all three mowing crews are in routing mode with limited staff.

Urban forestry program; **Tree planting is in progress**; tree trimming, removals, stump grinding, Building and structure maintenance.

Shelter reservations and Special Events;

Equipment maintenance and repair

Restroom Maintenance; **increased maintenance (daily) and staffing due to COVID 19 recommendations.**

JoJo's Jungle Playground is nearing completion. Poured in place surfacing has begun and will take approximately 3 weeks to complete. The playground will remain closed at this time.

DRAFT

CITY OF WAUSAU – PARK AND RECREATION COMMITTEE MEETING MINUTES

Date/Time: May 4, 2020 at 4:30 p.m. Location: Council Chambers, City Hall

Members Present: Tom Kilian, Lou Larson, Tom Neal, Pat Peckham (c), Sarah Watson

Others Present: Karyn Powers-Recreation Superintendent, Katie Rosenberg, Craig McEwen-County Board member and Rothschild/Schofield Aquatic Center representative, Shawn Osterbrink-Weston Aquatic Center representative

1. In accordance with Chapter 19, Wisc. Statutes, notice of this meeting was posted and sent to the Daily Herald in the proper manner. It was noted that a quorum was present and the meeting was called to order by Director Polley at 4:30 p.m.

2. Public Comment – none brought forward

3. Introductions - Members introduced themselves and gave reasons why they were interested in being members of the City Park and Recreation Committee.

4. Election of Committee Chair and Vice Chair – The Director opened nominations for Chair. Larson nominated Kilian and Kilian accepted the nomination. Neal nominated Peckham and Peckham accepted the nomination. Nominations were closed and paper/electronic voting took place. After the votes were tabulated Peckham took over as Chair of the Committee. Nominations for Vice Chair were opened. Motion by Neal, second by Larson to nominate Kilian for Vice-Chair. Nominations were closed and a unanimous ballot was cast to elect Kilian as Vice-Chair.

5. Approval of Minutes – **Motion** by Neal, second by Larson to approve the Park and Recreation Committee draft March 2, 2020 minutes. Motion **carried** by voice vote, vote reflected as 5-0.

6. Discussion and Possible Action Postponing the Opening of the Wausau Pools – Polley said that staff is looking for direction about the Wausau pools and noted that there were representatives from the Rothschild/Schofield and Weston pools present. They have all been working together and the best way for this to move forward would be as a joint discussion. If some pools stay open and some close that will increase the numbers on the open facility(s) which is a safety concern. Polley discussed the Wisconsin Badger Bounce Back Plan and said the Safer At Home Order expires May 26th. Phase One allows for no more than ten people maximum in any one area. The Wausau pools require ten guards up at a time minimum to open so the City cannot open pools during Phase One because no public would be allowed. Phase Two stipulations are for no more than fifty people in any one area which would mean thirty-five public people in the pool at a time. One idea is to allow thirty five people for a two hour time-slot with a reduced fee. If concession stands are not open, that staff could help with extra cleaning between time-slots. Staff had discussed postponing the opening of the pools until July 1st which would allow for a couple weeks to better follow what the State requirements will be. Waiting to open could cause a potential loss of seasonal staff. Polley also explained that the mechanics of the pool would have to be started in early June for the pools to open by July 1st. Staff also has to know how they are going to meet the cleaning and physical distancing requirements. The lifeguards are trained to watch instances on the water and not to watch whether or not people on deck are too close together which would be a distraction for them. When staff had discussed postponing to a potential July 1st opening date it was with the thought that this Committee would have to make that decision by their June meeting.

Budget wise, some expenses will go down because of not opening in June and concession revenues may go down if those aren't opened but there will still be all of the utility charges, chemical use, and staffing costs for the rest of the summer. There will be a reduction in revenue from opening later, from not offering season pool passes, and from limiting the hourly rate that is charged. Staff has also discussed how they could continue swimming lessons with the physical distancing requirements. Neal commented that people try to set timelines but the virus doesn't have a timeline and even if they get to a downward slide of cases there are still issues about social distancing and safety. He thought they may have to look at not opening pools this summer. Larson thought it was reasonable to wait and look at this in three weeks and evaluate it then. Watson also like the idea of setting a tentative timeline and keeping open the possibility that the pools could open July 1st. She questioned what would have to go into sanitation. Polley didn't know exactly what that would entail other than that the restrooms have to be cleaned regularly. Powers said there are surfaces that are constantly touched like handrails, ladders and the decks. She said about sixty percent of people in aquatic center are out of the water at any one time which is a lot of the social distancing issue. The lifeguards need to be watching the water versus watching the people on the deck. Staff still needs to find out what the Health Department requirements will be for tracking people who come to the pool in the event of a case there. Guidelines will come from the County Health Department through the State which is the governing body that licenses the pools in order to operate so those things will all play into the roles of how daily business is done. Peckham wondered what attendance would look like.

Powers did not have a sense but thought some would attend and not worry while some would attend and expect a very safe environment.

Polley discussed the Badger Bounce Back Plan and said staff's opinion is that if the pools aren't opened by July 1st it would not be feasible to open them and that is even with the idea of a maximum of fifty people occurring for the entire swim season. They will also have to follow CDC guidelines for cleaning and physical distancing and none of that has come out yet. Mayor Rosenberg commented that the Badger Bounce Back Plan looks not just at Marathon County's numbers but at the numbers State wide so new cases elsewhere in the State affect us here. She felt it was a very important summer activity and understands preparation needs to take place but felt Polley has a good plan and is willing to wait three weeks.

Kilian was concerned about the economic fallout and wanted to make sure that their decision doesn't have a disparate impact on children who are already facing tough economic circumstances so that they aren't excluded from any potential things that do occur and then if they could find even more safe activity opportunities in the future for them. Powers discussed how the Department was working through Community Connections to provide five weeks of activity packs for children which will include some information on water safety.

Polley said they need to make a decision based on the reality that more than likely they won't reach the fifty people maximum until maybe July and that would be for all summer but should they take the stance now that they are going to close the pools or do they postpone the opening until July 1st and make a decision at their next meeting or a special meeting based on where the Badger Bounce Back Plan is at. McEwen and Osterbrink discussed their concerns about opening their pools and hoped something could be worked out for all of them because of the importance of being consistent County wide. **Motion** by Larson, second by Neal to postpone the decision until no later than the June 15 meeting for opening the pools on July 1st. Motion **carried** by voice vote, vote reflected as 5-0.

7. Discussion and Possible Action Approving a Request to Contribute Funds to a Water Feature within JoJo's Jungle Playground – Organizers of JoJo's Jungle successfully raised over \$2 Million dollars to construct a very special inclusive playground for the community. The original goal for fundraising was \$2.4 Million dollars. A decision was made last year to reduce the scope of the project slightly to get the project budget plus a contingency within the funds raised. One of the items taken out of the project was a spray area and water labyrinth totaling approximately \$162,817.00. Now that the project is almost complete funds set aside as part of the contingency were not needed and account for all but \$25,000 of the funding needed to add the water features back in to the project. Mr. Patrick Hoerter who has led the fundraising and planning of the playground is asking the City to consider contributing \$25,000 to the project to add the spray feature to the playground. The playground will be a City playground and the water features are an added amenity for the community to enjoy. As part of the project the City Council budgeted \$100,000 from TID 7 funding to add ADA accessibility to the parking lot at Brockmeyer Park. The cost to update the parking lot has come in significantly lower than expected and approximately \$70,000 will not be utilized. A recommendation was asked to be made to the Finance Committee, to utilize the unused funds allocated to Brockmeyer Park parking lot as a contribution to the completion of JoJo's Jungle Inclusive Playground. **Motion** by Neal, second by Larson to approve the reallocation of the unused budgeted parking lot TID 7 funds to contribute the \$25,000 to the completion of the JoJo's Jungle Inclusive Playground and to look into the possibility of a city bus stop being added to the park. Motion **carried** by voice vote, vote reflected as 5-0.

8. Educational Items

A. Dog Park Special Committee Update – The Dog Park Special Committee has not met recently. The Committee will be working on signage and will plan additional fundraising events for the future. Work on the dog park has not yet begun due to a wet site. Grading and over seeding will take place first followed by work on the parking lot, water line installation and fencing installation.

B. Project Update

JoJo's Jungle Playground is nearing completion. The playground companies are completing the equipment installation. Poured in place surfacing is scheduled for mid-May. The playground will remain closed until all playgrounds can be reopened.

Neighborhood Park Playground Installation – Oak Island playground will be installed as the site dries out and staff will complete the installation of Pleasant View Playground throughout this summer. Playgrounds will remain closed until all playgrounds can be reopened. Gilbert Boat Launch – asphalt work will be completed and rip rap will be installed along the shoreline. Oak Island Park and Scholfield Park boat launches are open. Memorial Park boat launch will be open following the paving of the road. Park and Trail Maintenance – Water systems in all parks are being assembled for summer use, staff is working on park cleanup including soil and turf work. Fencing along the River Edge Trail is being worked on and the plants

for the downtown planters are growing well in the department greenhouse. Tree planting for the spring will begin soon and routine trimming, removals and stump grinding continues.

9. Future Agenda Items – Opening pools, beaver control, fencing options to separate Riverside Park from the western industrial properties, Riverside Park testing results

10. Next Meeting Date – June 1, 2020 at 4:30 pm in Council Chambers at City Hall.

11. Adjourn – **Motion** by Watson, second by Kilian to adjourn at 6:00p.m. Motion **carried** by voice vote, vote reflected as 5-0.

DRAFT

CITY OF WAUSAU – PARK AND RECREATION COMMITTEE MEETING MINUTES

Date/Time: May 18, 2020 at 4:30 p.m. Location: Council Chambers, City Hall

Members Present: Tom Kilian, Lou Larson, Tom Neal, Pat Peckham (c), Sarah Watson

Others Present: Jamie Polley-Park Director, Marcus Aumann-Asst. Director, Karyn Powers-Recreation Superintendent, Katie Rosenberg-Mayor, Dale Grosskurth-Health Department Environmental Health and Safety Director

1. In accordance with Chapter 19, Wisc. Statutes, notice of this meeting was posted and sent to the Daily Herald in the proper manner. It was noted that a quorum was present and the meeting was called to order by Chairman Peckham at 4:30 p.m.

2. Public Comment – none brought forward

3. Discussion and Possible Action Regarding the Opening of the Wausau Pools at Phase III of the Badger Bounce Back Plan
Polley explained that the agenda had been released last week before the State Supreme Court decision overturning the Governor's orders. Department staff had been working very closely with regional pool directors in the area to have a similar message of opening the pools when Phase III of the Badger Bounce Back Plan was reached. That would have meant opening safely with no limits on the number of people that could come to the pool. If they open sooner they need to know from the Health Department what is required to have the pools properly up and running so that they can open no later than July 1st. Even without a Badger Bounce Back Plan the virus isn't gone and there are still concerns with it. Polley also wanted to note that pools and playgrounds are what this Department is all about and what it strives to give to the community but it also has to follow the guidance of the professionals who are following what this pandemic means to Wisconsin and to Marathon County as to how its programs can be run safely.

Dale Grosskurth discussed the recommendations regarding pools. He said keeping employees and customers safe is the number one priority. Employee wellness checks are important to try and prevent further spread of the virus. When considering cleaning and disinfecting at pools, there are play features which children are all over and probably wouldn't be a good idea to open because they get so much contact. Also shared equipment such as using the slide handrails, concession counters, and tables and lounge chairs are other constant contact features that will need constant monitoring, cleaning and sanitation. Capacity at the pools will have to be reduced to maintain the six foot spacing and a plan for how to deal with customers coming to the pool. This is challenging everywhere particularly at pools. The Park Department would need to provide sanitizing stations. Any pool equipment provided to customers or staff would also need to be sanitized. It is recommended that each facility have a designated person that ensures the guidelines are followed and it cannot be a lifeguard. Mayor Rosenberg questioned if Grosskurth could say where they were at in the Badger Bounce Back phases. Grosskurth said it would be premature to say that they were anywhere near Phase III of that plan.

Kilian said if they had to make a decision of opening today the recommendation would be to not open. Grosskurth agreed and said the pools are supposed to be a free for all funfest. It's hard to imagine managing a lot of children that are exerting energy, breathing in each others faces, spurring water and he just doesn't see it as a good choice. Kilian questioned Grosskurth about the number of people the virus transmits to and also had a concern about the Kawaski-like syndrome in children that is being correlated to the virus. Grosskurth did not have exact transmission numbers but thought that for every positive case that there are about twenty contacts being monitored and also agreed that the Kawaski-like syndrome was a concern when dealing with children. Watson asked if physical distancing would have to be more than six feet. Grosskurth said when someone is breathing harder even being a little further away is probably better. He also mentioned that the virus isn't strong enough to withstand the sun. Chlorine will kill the virus but it will not kill the virus within a person. The bigger concern other than surface contact is the fact that it can be transmitted when people are too close together.

Polley said for the pools to be open they would need additional staffing to control patrons on the deck and for additional sanitation measures. Water features and slides will be closed. One guideline if there is limited attendance at the pool is that they have to try to make it equitable for everybody and it's hard to do that in this community. The Department was asked to put together its general anticipated revenues losses and cost savings for this year. If the pools do not open it would be significant amount of cost saving to the City. Revenues will be lower as Polley did not believe they would be able to safely offer swim lessons this summer. Revenues will also be lower because they will have to limit the numbers of people at the pool and because there will still be people that will not come to the pools even if they are open. The water and chemical expenses will remain the same. There will be a slight savings from labor costs by not opening until July 1st but those expenses could go up if they

have to add staff for additional cleaning. There will be an additional burden on staff, who are mostly college students, to monitor the actions of people who may not want to adhere to physical distancing requirements. She finds it very difficult to offer a safe swimming environment for families and staff this summer. Polley noted she had nineteen different public comment emails. The vast majority were very encouraging to open the pools. Polley said staff understands the pools are a wonderful and safe place for children to be and people can make their own choices but from where they are at as an organization they have staff that they are obligated to keep safe as well as the community. Larson thought that they owed it to the taxpayers and the people that have given public comment to figure out a way to have a safe pool environment for the summer.

Powers raised a concern about the contact tracing aspect if there were a case at the pool as they don't track everyone that enters the pool. Grosskurth said follow up would occur and lists of who was there would be helpful for outreach. Larson wondered if people could sign some sort of waiver before entering the pool. Grosskurth thought something like that would have to be run through legal.

Neal felt with the projected ongoing spread and potential for vectoring in a pool situation and that children can spread the disease to anyone they come into contact with he would lean toward not having the pools. Otherwise the only compromise he could think of is to have one pool open for the summer. Polley said staff had discussed that option and the question would be which one. None of them are very large so there would be capacity issues. Polley mentioned the communities that have already made the decision to close their pools and said after this week they will know more about what other communities are doing. They need to give the pool staff an answer about whether or not they have a job or they are going to lose people. She did not believe the conversation would change in two weeks from where it's at right now. Peckham questioned Grosskurth if he thought there was a reasonable chance they would be to Phase III by mid-June. Grosskurth did not believe they would be. Kilian asked that a statement from Supervisor Harris and another citizen concerns be added to the ones Polley had. Rosenberg wanted to rely on science for guidance and hoped they could wait until the next meeting when there should be more data. There will be a testing event in Wausau next week. Larson felt no matter what their decision is that half of the people will be against it. **Motion** by Larson to table the decision about pools until the June 1st meeting, second by Neal. Motion **carried** by voice vote, vote reflected as 4-1 with Kilian as the dissenting vote.

9. Future Agenda Items – Pools

10. Next Meeting Date – June 1, 2020 at 4:30 pm in Council Chambers at City Hall.

11. Adjourn – **Motion** by Peckham, second by Neal to adjourn at 5:15 p.m. Motion **carried** by voice vote, vote reflected as 5-0.



Coronavirus Disease 2019 (COVID-19)

Guidance for Administrators in Parks and Recreational Facilities

Parks, trails, and open spaces can provide opportunities for physical activity while also providing opportunities for respite, health, and wellness. Individuals are encouraged to use parks, trails, and open spaces safely as they are able while following current guidance to prevent the spread of COVID-19.

The following offers guidance for the use and administration of local, state, and national parks.

Post information to promote everyday preventive actions.

Park administrators should consider displaying posters and signs throughout the park to frequently remind visitors to take steps to prevent the spread of COVID-19. These messages may include information about:

- Staying home if you are sick or do not feel well, and what to do if you're sick or feel ill.
- Using social distancing and maintaining at least six feet between individuals in all areas of the park.
- Covering coughs and sneezes with a tissue, then throwing the tissue in the trash.
- Washing hands often with soap and water for at least 20 seconds, especially after going to the bathroom, before eating, and after blowing your nose, coughing, or sneezing.
- Using hand sanitizer that contains at least 60% alcohol if soap and water are not available.
- Avoiding touching eyes, nose, and mouth with unwashed hands.

Maintain restrooms that remain open. Ensure they have functional toilets, clean and disinfected surfaces, and handwashing supplies.

If possible, restrooms should remain open if a park remains open for public visitation. If restrooms will be closed, notify visitors ahead of time so they can prepare appropriately. Ensure that open restrooms are:

- Operational with functional toilets.
- Cleaned and disinfected regularly, particularly high-touch surfaces such as faucets, toilets, doorknobs, and light switches. Clean and disinfect restrooms daily or more often if possible. The EPA-registered household disinfectants listed here are recommended. Ensure safe and correct application of disinfectants and keep products away from children.
- Regularly stocked with supplies for handwashing, including soap and materials for drying hands or hand sanitizer with at least 60% alcohol.

Oftentimes restroom facilities without running water, such as portable toilets and vault toilets, are not stocked with hand hygiene products. Encourage visitors to be prepared to bring their own hand sanitizer with at least 60% alcohol for use in these facilities.

Keep swimming pools properly cleaned and disinfected.

Proper operation, maintenance, and disinfection (with chlorine or bromine) of swimming pools should kill the virus that causes COVID-19.

- Maintain proper disinfectant levels (1–10 parts per million free chlorine or 3–8 ppm bromine) and pH (7.2–8).
- CDC's Model Aquatic Health Code has more recommendations to prevent illness and injuries at public pools in parks.

Be prepared to cancel or postpone large events and gatherings.

- Monitor and adhere to guidelines issued at the national, state, and local levels related to limiting the size of gatherings.
- Continually assess current conditions and engage with the National Park Service, state, and local public health officials when deciding whether to postpone, cancel, or significantly reduce the number of attendees (if possible) for mass gatherings.
- Consider CDC guidance and White House guidance  as you make decisions about whether to proceed with, postpone, or cancel an event.

Make sure people are social distancing in popular areas of the park.

During periods of sustained community transmission, park administrators should:

- Monitor areas where people are likely to gather and consider temporary closure to support social distancing practices. These areas might include sports fields, playgrounds, skateparks, basketball courts, tennis courts, and picnic areas. In the event of facility closures, park administrators might want to place physical barriers in these areas and post signs communicating that the area is closed.
- Post signs discouraging groups from gathering in larger numbers than are currently recommended or allowed.

If organized sports activity has been suspended within the park, communicate with sports team coaches that unofficial sports practices are also prohibited within the park.

Postpone or cancel organized activities and sports.

In general, most organized activities and sports such as basketball, baseball, soccer, and football that are held on park fields, open areas, and courts are not recommended during times in which individuals are encouraged or required to practice social distancing. These activities and sports typically require coaches and athletes who are not from the same household or living unit to be in close proximity, which increases their potential for exposure to COVID-19.

Park administrators should monitor directives issued at the national, state, and local levels related to limiting the size of gatherings. These directives can inform decisions about limiting participation for those sports and activities that exceed the maximum number allowed. Until local public health officials have coordinated with organizers to determine if/when it is safe to participate in such activities, all should be postponed or canceled.

Use flexible sick-leave and telework policies, especially for staff at higher risk for severe illness.

- Be as flexible as possible with staff attendance and sick-leave policies.
- Remind staff to stay at home if they are sick.
- Identify staff whose duties would allow them to work from home and encourage teleworking when possible.
- Consider offering revised duties to staff who are at higher risk of severe illness with COVID-19.

Keep your park staff informed about COVID-19 and preventive actions.

When there is ongoing transmission of COVID-19 in the community where the park is located, consider implementing the following strategies:

- Provide staff with up-to-date information about COVID-19 and park policies on a regular basis.
- Communicate to park staff the importance of practicing healthy hygiene habits such as washing hands often, covering coughs and sneezes, and social distancing to prevent the spread of COVID-19.
- If staff develop a fever, cough, or shortness of breath while at work, have them immediately put on a face mask (if available), isolate them, and have them return home from the park as soon as possible, and ask them to follow CDC-recommended steps for persons who are ill with COVID-19 symptoms.
- If a staff member has a confirmed COVID-19 infection, inform other staff about their possible exposure to the virus, while maintaining confidentiality as required by the Americans with Disabilities Act; see Public Health Recommendations for People in U.S. Communities Exposed to a Person with Known or Suspected COVID-19, other than Health Workers or other Critical Infrastructure Workers.

Review CDC's guidance for businesses and employers.

- Review CDC's guidance for businesses and employers to identify additional strategies to protect park staff during an outbreak of COVID-19.
- For additional questions or guidance, contact your state or local health department public health officials and in the case of the National Park Service, contact public health officials in the Office of Public Health.

Page last reviewed: April 10, 2020

Content source: National Center for Immunization and Respiratory Diseases (NCIRD), Division of Viral Diseases



**WISCONSIN DEPARTMENT
of HEALTH SERVICES**

COVID-19: Avoid Illness

To prevent getting and spreading COVID-19, make sure you practice good personal health habits and avoid being exposed to the virus.

Avoid close contact with others and practice physical distancing

- Stay at home as much as possible. Cancel events and avoid groups, gatherings, play dates, and nonessential appointments.
- Avoid gatherings of 10 or more people. See the frequently asked questions below more information about gatherings.
- Stay at least 6 feet away from other people, when possible.
- Stay home when you are sick, except to get medical care.

Practice good hand hygiene

- Wash your hands regularly for at least 20 seconds. If soap and water are not available, use an alcohol-based hand sanitizer with at least 60% alcohol.
- Avoid touching your face, eyes, and mouth when in public.

If you start to feel sick

- If you become sick, stay home. Visit our [if you think you are sick webpage](#) for more information.
- Cover your mouth and nose with a tissue when you cough or sneeze or use the inside of your elbow.
- Clean frequently touched surfaces and objects daily (for example, tables, countertops, light switches, doorknobs, and cabinet handles). See [CDC's recommendations for household cleaning and disinfection webpage](#).

Frequently asked questions about staying safe and healthy during the COVID-19 pandemic

[Can I hold or should I go to a large gathering?](#)



***Interim guidance on large gatherings:* At this time, DHS does not advise large gatherings, and there is no projected timeframe available as to when this advisory would change. Event planners should work closely with local/tribal health departments and local/tribal law enforcement on any future plans and decisions.**

Public health experts agree that large gatherings of people in sustained, close contact greatly increases the risk for spread of the virus among those who attend the events and to the communities these individuals return to after the event. The communal nature of such events makes it especially challenging to accommodate the physical distancing and sanitation recommendations required to slow the spread of disease. This includes but is not limited to fairs, festivals, parades, and conferences.

Given the state of COVID-19 transmission in Wisconsin, DHS recommends you not engage in public or private gatherings of people that are not part of a single household or living unit. This recommendation will change as the state progresses through the different phases of Wisconsin's roadmap outlining public health principles to decrease COVID-19 cases and death.

DHS provides criteria that the state will use to guide communities as people begin to interact. For example, to move out of the initial gating criteria and into Phase 1, the plan identifies that a sustained downward trajectory of individuals with symptoms, a sustained downward trajectory of positive cases as a percent of total tests, and a robust health system capacity should all be present. As the state progresses through each phase, the recommended maximum size of gatherings also increases. An example is an event with 250 or more people in attendance should only be held once the state has entered Phase 3 of reopening.

In terms of planning events for this summer or fall, the best guidance is to *proceed with caution*. Work with your local/tribal health departments and consider all possible options given the potential for large group gathering cancellations due to COVID-19. Wherever possible, DHS urges event organizers to host virtual or other non-contact events that can build the same sense of community and celebration.

Resources:

[CDC Information for Event Planners and Individuals](#)

How is COVID-19 spread?

COVID-19 is spread through respiratory droplets that are released when a sick (infected) person coughs, sneezes, or breathes. These droplets can remain in the air and on surfaces for



Centers for Disease Control and Prevention
CDC 24/7: Saving Lives, Protecting People™

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

- 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

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Division of Food and Recreational Safety

May 21, 2020

Guidelines for Reopening Pools and Water Attractions

According to the [Centers for Disease Control and Prevention](#) (CDC), there is no evidence that the virus that causes COVID-19 can spread through water. However, as pools often welcome groups of people, it's important that everyone follow social distancing practices, and that pool operators ensure proper pool operation, and spacing and cleaning/sanitizing of deck furniture. Below are recommendations and advice for the following:

- General public
- Pool operators
- Various types of public pools and water attractions

Recommendations for General Public

- Swimmers should follow the aquatic facility's rules for social distancing and personal hygiene.
- Stay home when you are sick, especially with these symptoms: vomiting, diarrhea, or any [COVID-19-related symptoms](#).

Recommendations for Pool Operators

Reminder: Public pools and water attractions must follow any local public health orders that would prohibit them from operating.

- Follow the general guidance above and [CDC guidance for swimming pools and water attractions](#).

- Each licensed public pool or water attraction facility should develop and follow a safety plan that describes enhanced cleaning and sanitizing of surfaces, employee health and hygiene requirements, and procedures for ensuring that the pool or water attraction is properly operating, including the maintenance of appropriate disinfectant levels.
- Shower rooms and toilets rooms should be frequently cleaned and sanitized.
- It is recommended that the drinking fountain not be used and that patrons be provided with bottled water.
- Each licensed facility should have someone on property 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 serving as a lifeguard, may not perform duties of the attendant, such as monitoring social distancing.**
- For any pool, adequate disinfection will inactivate coronavirus, so careful attention must be paid to ensure that the pool has adequate disinfectant, proper ORP values in pools where that value is measured, and proper recirculation.
- Consider extra spacing for deck furniture.



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- Frequently clean and sanitize deck furniture (e.g., between users).
- Install hand washing or sanitizing stations (at least 60% alcohol) at the entrance to your facility, and at key locations throughout the facility where customers are likely to contact shared equipment. Encourage customers to use them.
- For any pool, proper recirculation will help to ensure that water is properly filtered. Frequently ensure that recirculation is adequate, and monitor disinfectant levels to ensure that the water has adequate disinfectant.
- The usual [CDC protocol for fecal accidents](#) must be followed for fecal accidents.
- For facilities with lifeguards, ensure first aid and lifeguard staff have proper personal protective equipment (PPE) for first aid and rescues. Visit [American Red Cross](#) for more.
- Do not let any employee (including yourself) who is exhibiting or has recently exhibited COVID-19 symptoms, or is taking any medication that suppresses symptoms, come to work for at least 72 hours after symptoms subside in the absence of the suppressant medication, or they have been cleared by a medical professional.
 - o CDC offers [tips for identifying COVID-19 symptoms](#)
 - o Employees who are well but have a family member sick with COVID-19 should notify their employer and refer to CDC guidance for [how to conduct a risk assessment](#) of their potential exposure.

Recommendations for Various Types of Public Pools & Water Attractions

Low use pools (condo, apartment, homeowner association, hotel/motel)

- The number of patrons in the enclosure should be based on the consideration that patrons may travel between the deck and into the basin. Pool capacity should be limited to allow for 6 feet of space for each patron at all times in the pool and on the deck (except for family groups).
- For whirlpools, it is recommended to measure the whirlpool and ensure social distancing of 6 feet. This may limit the whirlpool to one person.
- For low-use pools, consider using a reservation system to control access. One example is a family could reserve the pool for a half hour or more, depending on demand.
- It is recommended that exercise classes maintain 6 feet distance between participants.

Wading pools and splash pads

- Wading pools and splash pads should be staffed by an on-site attendant to monitor use.
- Travel through splash pad should allow for 6 feet of social distancing. Patrons should be encouraged to take turns moving through the splash pad.

Municipal pools, fitness centers, school pools, pools at waterparks, and all water attractions

- There should be an adequate number of attendants to ensure 6 feet of distancing between patrons who are not part of the



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same family. Facilities should consider placing markings on the floor to help patrons know where to stand.

- Patrons not part of the same family should follow social distancing guidelines.
- Operators should calculate how many occupants may be in the pool area so that patrons who are not members of the same family have 6 feet of spacing between each other.
- It is recommended that exercise classes maintain 6 feet between participants.

Competition pools or pools designed for lap swimming (lanes are 7-8 feet wide)

- One patron per lane at a time is suggested for lap swimming or competition.
- Patrons are expected to swim in the middle of the lane to allow for maximum distance between heads (approximately 7 feet).

Leisure rivers

- Traffic in the river must allow for 6 feet of distancing between riders who are not members of the same family.

Recommendations for slides

- Timing of sending riders down the slide must allow for only one person to be in the plunge basin at a time.

Wave pools and other rides with water moving patrons in a manner that has potential for close contact

- Patrons load should be restricted to ensure 6 feet of spacing between patrons at all times during the activity.

Recommendations for swimming lessons

- Follow [American Red Cross Learn to Swim guidance](#). This could mean that only lessons for more advanced swimmers, or parent-child lessons, will initially be allowed in order to discourage close contact of non-family members.

More Resources

- [CDC: Resources for Businesses and Employers](#)
- [OSHA: Guidance on Preparing Workplaces for COVID-19](#)
- [CDC: Healthy Swimming](#)



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GUIDANCE ON PREPARING WORKPLACES FOR COVID-19



ENTERTAINMENT AND AMUSEMENT



The entertainment and amusement sector includes a diverse array of businesses dedicated to bringing people together. The sector encompasses more than 4,000 businesses and 65,000 employees dedicated to providing meaningful social interactions among Wisconsin residents and visitors. However, almost all of these businesses have been shuttered completely to prevent the spread of COVID-19. This industry is important for social connections and fosters a sense of celebration and togetherness among residents, but the communal nature of these facilities makes it especially challenging to accommodate necessary social distancing and sanitation during this time. This document is intended to provide guidance for businesses looking to take steps to allow their businesses to reopen as soon as it is safe to do so.

This guide includes instructions for entertainment and amusement venues that cater to groups of people in indoor or outdoor settings, including but is not limited to theaters, amusement parks, waterparks, arcades, trampoline parks, sports simulator/practice facilities, bowling alleys and related establishments.

In addition, please see the "**General Guidance for All Businesses**" document for guidance that applies to all industries, and please consult the other available industry guides as relevant for your specific business type.

Keeping employees and customers safe is the number-one priority for all businesses. This resource provides guidelines for protecting both of these groups. Businesses are expected to be proactive about compliance with rules and take definitive action to enforce the rules. It is not sufficient to post signage requesting that guests maintain distancing or to anticipate that staff will be able to manage customer interactions in real time (e.g., by directing guests verbally to separated facilities or wiping down surfaces as guests approach).

Recommendations for Entertainment and Amusement

Entertainment and amusement businesses face unique challenges, as successful business operations typically require daily interaction with a large number of people. The following minimum requirements apply to businesses in this category that are planning to reopen.

Employee health and hygiene

- ▶ Employees who have a fever or other symptoms of COVID-19 will not be allowed to work.
- ▶ Maintain an adequate supply of paper goods, soap and hand sanitizer to allow proper hand hygiene among employees and customers.
- ▶ Provide tissues for proper cough/sneeze etiquette and no-touch disposal receptacles.
- ▶ Emphasize effective hand hygiene, including washing hands with soap and water for at least 20 seconds, especially before preparing or eating food; after using the bathroom; and after blowing your nose, coughing or sneezing.
- ▶ Wear single-use disposable gloves when performing cleaning and disinfection/sanitizing duties.

- ▶ Ensure first aid and lifeguard staff have proper personal protective equipment (PPE) to wear for first aid and rescues. (Visit the American [Red Cross](#) website for advice about safer first aid, CPR and lifeguarding.)

Clean and disinfect

- ▶ Single-use gloves should be worn.
- ▶ Rides or amusements that cannot be sanitized between uses (for example, play equipment in common areas) should be closed.
- ▶ High-contact areas such as doorknobs, buttons, counters, armrests, bleachers and stair rails should be cleaned frequently, or after each user if feasible.



PROTECT



WASH OFTEN



DISINFECT



CAUTION



- ▶ Bathrooms, locker rooms and shower rooms should be cleaned and sanitized frequently.
- ▶ Sanitizing wipes should be discarded after each use or when visibly soiled. Use one wipe per item/area.
- ▶ Guest touch locations such as kiosks, interactive displays and video/arcade games should have sanitizing wipes provided nearby.
- ▶ Attractions utilizing shared equipment (e.g., controls/handles, harnesses, helmets, shoes, balls, tables, seats) should be sanitized between uses.
- ▶ All cloth materials should be washed at the highest possible heat setting and dried thoroughly.
- ▶ Follow restaurant guidelines for food service areas.
- ▶ At swimming pools and waterparks, staff must monitor table and chair usage and sanitize chair and table surfaces between patrons.
- ▶ Lifeguards must not be assigned to additional duties.
- ▶ Sanitize surfaces using an [U.S. Environmental Protection Agency-registered disinfectant](#) or a bleach solution. Prepare a bleach solution by mixing:
 - ▶ 5 tablespoons (one-third of a cup) bleach per gallon of water for non-food contact surfaces.
 - ▶ 1 teaspoon bleach per gallon of water for food contact surfaces.
 - ▶ *Do not mix* bleach and ammonia-based chemical solutions.

Face masks and cloth face coverings

- ▶ Employers should recommend that employees wear face masks or cloth face coverings when social distancing is not feasible in the work environment. They may also recommend usage of face masks or cloth face coverings for public-facing activities.

- ▶ Ensure your employees are wearing face coverings properly. The U.S. Centers for Disease Control and Prevention (CDC) provides guidance on how to properly wear a face covering and offers [tutorials for how to make one](#).
- ▶ If customers will not be able to stay six feet away from others, recommend that they bring their own face mask or covering. Provide face masks for customers to use at your facility if they did not bring one, and provide adequate trash receptacles for disposing of used masks. Considerations should be made for individuals who are unable or unwilling to wear a mask or cloth face cover.

Business operations

- ▶ Ensure that you have an adequate supply of single-use paper towels, utensils, PPE (masks, if available and single-use gloves) and soap/sanitizer on hand to ensure employees are able to follow best practices. Enforce use of these items when interacting with customers unless otherwise specified in the guidelines.
- ▶ Encourage staff to avoid sharing work tools and equipment (such as desks and phones) if possible. If it is necessary to share, sanitize the tool/equipment before and after each use.
- ▶ Provide employees with training on new processes and procedures.
- ▶ Consider creating alternating work teams where possible, to ensure that should some staff become infected, you will have adequate staff to maintain operations while following isolation/quarantine guidelines for any team members who worked with infected persons.

Customer health and safety

- ▶ Customer capacity should be reduced to ensure adequate social distancing if at all possible.
- ▶ Customers should be denied entry once the maximum capacity for safe social distancing has been reached. Offer to notify waiting customers via text message when space becomes available.
- ▶ Eliminate unnecessary physical contact between staff and visitors, and maintain social distancing with a six-foot distance between individuals whenever possible.
- ▶ Install stickers or arrows on the floor/ground, directing customer traffic patterns to minimize interactions, and maintain a six-foot distance between customers at queuing areas such as cashier stations or loading areas.
- ▶ For businesses that require queuing, consider using a digital tool/platform to allow guests to reserve times, and thus minimize on-site lines. Space out appointment intervals to accommodate additional cleaning and sanitizing of equipment between users.
- ▶ Consider use of physical barriers between adjacent areas such as bowling lanes, driving range tees or queuing areas.
- ▶ Amusements with seating should maintain a minimum of six feet between household groups. Non-compliant benches, booths, seats and machines should be physically marked with tape or barriers to prevent use.
- ▶ Theater seating should provide at least two empty seats between household groups. The maximum household group size allowed should be six people. Offer cashless and contactless transactions whenever possible.
- ▶ When exchanging paper and coin money, do not touch your face afterward. Ask customers to place cash on the counter rather than directly into your hand. Place money on the counter (not in hand) when providing change back to customers. Clean the counter between each customer at checkout.
- ▶ Consider adding clear plastic barrier protection at the cashier or entrance desk with a pass-through opening to exchange items as necessary. Registration and/or cashier desks must be six feet apart.
- ▶ At swimming pools and waterparks, attendants must ensure that tables and chairs maintain adequate distance and that group size does not exceed 10 people.
- ▶ Lifeguards must not be assigned to additional duties.

Additional customer protections

- ▶ Post signage at entrances to facilities letting customers know about changes to your policies and reminding individuals experiencing COVID-like symptoms to stay at home.
- ▶ Install sanitizing stations (with at least 60% alcohol if hand sanitizer is provided) at the entrance to your facility and at key locations throughout the facility where customers are likely to contact shared equipment. Encourage customers to use them.



- ▶ Remove all unnecessary touchpoints, especially those that cannot be sanitized between uses. Examples include the use of pens to sign receipts (cashless and contactless transactions are recommended), benches, interactive displays, drinking fountains, photo props or shared equipment.
- ▶ No reusable items (e.g., theater popcorn boxes, refillable drink containers) should be allowed.
- ▶ Utilize disposable instead of reusable items whenever possible.
- ▶ Provide adequate trash receptacles and increase removal frequency to accommodate additional waste.
- ▶ Continue offering virtual experiences and curbside pickup of physical goods to accommodate all customers if possible.
- ▶ Discourage customers from touching other participants' equipment (e.g., retrieving other customer's stray ball).
- ▶ Equipment should be secured and provided to guests upon request. No shared equipment (e.g., tubes, balls, toys) should be used.

Programmed event guidelines

- ▶ Programmed events should be limited to 10 persons at a time in any given space, expanding to 50 people in Phase 2 of the Badger Bounce Back plan.
- ▶ Where possible, event attendance should be staggered to minimize overlap and reduce density of participants.
- ▶ Consider designating alternate offerings for at-risk populations.
- ▶ Gatherings should be invitation-only or include a process to collect participant lists, in case contact tracing becomes necessary.

Specific considerations for swimming pools and water attractions

- ▶ Follow the general guidance above and CDC guidance for swimming pools and water attractions when posted at [CDC Healthy Swimming](#).
- ▶ Each licensed public pool or water attraction facility must develop and follow a safety plan that includes enhanced cleaning and sanitizing of surfaces, employee health and hygiene, and ensuring that the pool or water attraction is properly operated with appropriate disinfectant levels.
- ▶ Each licensed 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 serving as a lifeguard, may not perform duties of the attendant** or be given additional duties that distract from the responsibilities of lifeguarding.
- ▶ For any pool, adequate disinfection will inactivate coronavirus, so careful attention must be paid to ensure that the pool has adequate disinfectant, proper ORP values in pools where that value is measured, and proper recirculation.
- ▶ The usual [CDC protocol for fecal accidents](#) must be followed.

Low-use pools (condo, apartment, homeowner association, hotel/motel)

- ▶ The maximum number of patrons allowed in an enclosure must be based on the consideration that patrons may travel between the deck and the basin. Pool capacity must be reduced to half of the normal maximum patron load to allow for six feet of space (a six-foot radius, or 144 square feet) for each patron (except for family groups) in the pool and on the deck at all times. Occupancy of the enclosure will be limited to the number of patrons allowed in the pool basin, as patrons are expected to move into and out of the water, and will need adequate space to do so given limited deck space.
- ▶ For whirlpools, measure the whirlpool and ensure six feet of distance and enforce this. This means a whirlpool may potentially need to be limited to one person using it at a time.
- ▶ Low-use pools may want to consider a reservation system to control access. For example, a family could reserve the pool for half an hour at a time, depending on demand.

Competition pools or pool areas used for lap swimming (with lanes seven to eight feet wide)

- ▶ One patron per lane at a time is allowable for lap swimming or competition. Patrons are expected to swim in the middle of the lane to allow for maximum distance between heads (approximately seven feet).

Wading pools and splash pads

- ▶ Wading pools and splash pads must be staffed by an attendant who is on site to monitor use.
- ▶ Maintain six feet of distance between people not from the same household group.
- ▶ Travel routes through a splash pad must allow for six feet of distance, so patrons should be encouraged to take turns moving through the splash pad.

Municipal pools, fitness centers, school pools and all pools at waterparks

- ▶ There must be an adequate number of attendants on hand to ensure proper distancing and limit group sizes to 10 people or families.

Leisure rivers

- ▶ Traffic in the river must allow for six feet of distancing between riders who are not members of the same family.

Slides

- ▶ Timing of sending riders down the slide must allow for only one person to be in the plunge basin at a time.
- ▶ Wave pools and other rides that involve water moving patrons in a manner that may cause unavoidable close contact between patrons
- ▶ Patron load must always be restricted to ensure adequate spacing during the activity.

Swimming lessons

- ▶ Follow “[Learn to Swim](#)” guidance from the American Red Cross. This is likely to mean that only lessons for more advanced swimmers or parent-child lessons will be allowable initially, in order to avoid close contact of non-family members.



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of HEALTH SERVICES

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— DEPARTMENT OF TOURISM —

IN PARTNERSHIP WITH WISCONSIN'S REGIONAL ECONOMIC DEVELOPMENT ORGANIZATIONS:

7 Rivers Alliance
Centergy
Madison Region
Economic Partnership
Milwaukee 7

Momentum West
Prosperity Southwest
Grow North
The New North
Visions Northwest

Jamie Polley

From: Cynthia Hassel
Sent: Tuesday, May 19, 2020 1:24 PM
To: Jamie Polley
Subject: FW: Pool Opening

From: Todd [mailto:kclou543@gmail.com]
Sent: Tuesday, May 19, 2020 1:22 PM
To: DG_ParkForestry <ParkForestry@co.marathon.wi.us>
Subject: Pool Opening

Hello,

I am sure you are getting a ton of these emails and i am not sure who makes the final call on the pool openings but i have ramblings and thoughts i need to get across.

I noticed there was a meeting last night and it does not look like any local leaders want to open the pool for safety reasons. While i can appreciate keeping everyone safe this stay at home order along with shutting down parks and pools is going way toooooooo far.

Those with zero power are trying to make everyone follow rules they cannot make.

The taxpayers want to use what they pay for and that includes the pools and parks!

I have 3 kids and to think they will have to lose out on a summer because local leaders are on a power trip to control everyone. Losing out on 1 summer is a lot of memories that cannot be replaced.

The numbers of COVID cases in Wisconsin is negligible at best. If people don't want to use the pools that's their choice. They can stay home. Don't make the rest of us suffer.

Not only my kids but those that are hoping for a job working at the pools. This is a lot of money to a kid or college kid with short window to make money.

Again zero laws are on the books for this shutdown and it's wrong for you to punish everyone and possibly ruin some kids' summer and who knows their future outlook on life. Summer is magical and the memories last a lifetime.

Heck even the YMCA is still having camp! If they didn't have camp i would have to send my daughters to the YMCA daycare or Boys and girls club anyway! That means 30+ kids in a small room all breathing on each other. What sense does it make to keep them from the pools and parks if they can go to these types of gatherings?!

I could go on and on how this is quickly becoming a communist state but I am sure you know that. For the kids' sake please open everything up.

Jamie Polley

Subject: FW: RE; Opening the pools

From: Judith Miller <judithmmiller2001@yahoo.com>

Sent: Monday, May 18, 2020 11:08 PM

To: Patrick Peckham

Subject: RE; Opening the pools

Hi. Pat!

Hoping all is well with you and yours and that you are finding ways to enjoy the enforced isolation. I tend to think a little solitary time is good for everyone.

As you know, I follow City events and meetings closely and have watched all the Park and Rec meetings since the new Council convened, including tonight's meeting.

I feel compelled to write and comment that I certainly hope the committee will vote NOT to open the pools, as it would prove costly, ineffective, and impractical. There is no way that anyone could adequately police the activities children customarily get involved in in a pool, and certainly the point of being in a large public pool in the first place is to enjoy the customarily boisterous atmosphere of the place, "Boisterousness" is NOT something we can afford to encourage with COVID-19 in play. While the State Supreme Court may have invalidated the Governor's declaration of a public health emergency, no legislature can end the viral threat; the reality of medical danger continues despite our best efforts to deny it. In that a person can carry the viral infection for up to fourteen days without any symptoms and the newly discovered link from viral infection in children to Multi-System Organ Syndrome, the potential for spread of the disease through the kind of contact that occurs in a public pool is enormous.

I would add that the committee needs also to ask itself how lifeguards who are present to guard against and mitigate situations of physical danger could protect any person at the pool from infection from a wound caused by a fall on the deck or elsewhere within the pool area. I cannot imagine how viral infection of an open wound might be avoided - and I hesitate to guess at the potential liability of the city if such an incident occurred. A pool can be a very dangerous place in and of itself whether because of the water danger or because of the wet deck.

While some might worry that children will have nothing to do this summer without the pools to play in, I would point out that children found other things to do a hundred years ago and the vast majority of American families kept their children as far away as possible from bodies of water during the polio scares of 1954 and 1955 without harming either their physical or psychological development.

I urge this committee to keep the pools closed this year. We need to devote the valuable time of Park Dept. staff to designing and implementing creative ways to keep children active and entertained this summer. One such idea might be to have GPS-directed treasure hunts in the parks with enforced social distancing and downloadable instructions and maps.

I would greatly appreciate your communication of my concerns to the committee at their next meeting or before.

Judith Miller

903 Kiickbusch /street

Wausau, WI 54403

715-842-1893

judithmmiller2001@yahoo.com

Jamie Polley

From: Julie Correll <jcorr57@gmail.com>
Sent: Friday, May 22, 2020 3:55 PM
To: Jamie Polley
Subject: Parks and Recreation Committee meeting

Hello, Jamie,

My name is Julie Correll, and I live at 717 Steuben St. in Wausau. I am asking that the parks and recreation committee votes to allow pools in Wausau to be open this summer. As a grandparent, a former public school teacher, and tax payer, I believe that our children and our families need to be able to enjoy Wausau's playgrounds, parks, and pools.

It has been a long few months for our children, who have been taken out of schools, not allowed to play with their friends, and basically kept "safe at home." Fresh air and sunshine will benefit all. (There may be those who do not feel safe going to parks, playgrounds, and pools. I believe that they can exercise their freedom to stay at home.)

Please convey the contents of this email to members of the Parks and Recreation committee prior to the June 1 meeting.

Thank you for your consideration,
Julie Correll

Sent from my iPhone

Jamie Polley

From: Anders Tietz <anderstietz@gmail.com>
Sent: Wednesday, May 20, 2020 3:26 PM
To: Katie Rosenberg; Patrick Peckham; Jamie Polley
Cc: Tom Neal; Sarah Watson; Tom Kilian; Lou Larson
Subject: Public Comment Parks and Recreation Committee regarding Swimming Pools

The question whether to open or close the swimming pools in the City of Wausau isn't an "agonizing decision". All pools should remain closed for the 2020 season. It's that simple.

In keeping with its tradition, the Parks and Recreation Committee on Monday, 5/18/20, decided not to address the swimming pool issue until they next convene ... maybe. Last term I attended multiple Committee meetings being a now former Citizens for a Clean Wausau member. Time and time again, I witnessed this Committee table, put off, and delay various agenda items brought before them.

The question regarding the pools is quite easy. I thought Ms. Polley brought before the Committee very powerful arguments in keeping the pools closed. We're still not experts on COVID 19, and its spread. If ignorant adults want to congregate in taverns with over turn of Wisconsin's 'Safer at Home' order, that's their business. I'm not willing to risk further spread of COVID 19 to our children. That should be your stance as well. Also, keeping the pools closed would save the City of Wausau money it may need for essential expenditures. I've heard more than one Alderperson rail about the need of cutting non-essential spending during this pandemic. Swimming pools are VERY non-essential. If you were to look up the term 'Non-Essential', you would see a swimming pool pictured next to the definition!

All of you have chosen to be leaders of our Community. Most times, doing the popular thing is easier than doing the right thing. Keeping all the pools closed insure our children's safety.

Closing the pools isn't agonizing - It's the right thing to do.

Thank you for your time, and thank you for your service to our Community.

Anders Tietz
903 Kickbusch St
Wausau, WI 54403

Jamie Polley

From: Tom Kilian
Sent: Tuesday, May 26, 2020 10:44 AM
To: Jamie Polley
Subject: Fw: Pool Opening

Jamie,

Below is input I received from a citizen.

Thank you,
Tom

From: Carolyn <bck0725@yahoo.com>
Sent: Sunday, May 17, 2020 12:24 PM
To: Tom Kilian
Subject: Pool Opening

Dear Lou and Tom,

My name is Carolyn LaPorte and I live in Lou's district.

I would like to bring this up to both your attentions as this has been recently brought to my attention about the Wausau Pools being possibly opening. I am a foster parent to a 4 year old and am very concerned about the ramifications that this issue could make to peoples lives.

How is the park to contain children from interacting with each other at pool s? In the past I bring my child to the splash pad and children run and play together. They get right up into each others faces. Same as the pool over at Jefferson school. At the little kiddy area, kids are playing with each other. How is a life guard supposed to separate children? Do you think that all parents will be responsible enough to constantly separate the children?

Most times younger children are brought to the pool by an older siblings or teen. What if a child gets hurt or drowns and needs CPR? That's exposing the life guard and the child to even more risk. Not to mention possible chain reaction spread to other people.

I for one will not take my child and purposely expose her to potential danger. We'll wait until Scientific professionals, Dr and Nurses have a better grasp at the whole pandemic. People look to our leaders for guidance and if you deem it safe then they will follow suit. Look at the mask sk situations going on now.

Please Consider what your decisions can do to a child/persons long term health. It may be nothing or it can be the ultimate sacrifice.

Thank you for your time.

Sincerely

Carolyn LaPorte

Wausau, WI 54401

Jamie Polley

From: Tom Kilian
Sent: Tuesday, May 26, 2020 10:43 AM
To: Jamie Polley
Subject: Fw: Pools opening

Jamie,

Below is input I received from a citizen.

Thank you,
Tom

From: shannon Whaples <shannonspianostudio@gmail.com>
Sent: Saturday, May 23, 2020 2:46 PM
To: Tom Kilian
Subject: Pools opening

Hi, I'm a parent of two teenage boys who have loved going to the Wausau pools in previous years. One is now looking forward to his first job with the pool system. The past 3 months many things have been taken away from our kids due to Covid. Please don't let this be another thing they will miss out on.

I truly believe that if the pools don't open there will be a wave of drownings in our area, which I will 100% identify as a secondary Covid death. The social activities and sunshine are needed to keep people of all ages healthy especially in the northern climates.

I believe the pools can open with restrictions, in people and having people bring their own chairs. Limiting numbers of people in a group will also help. No swimming classes, and also no daycares coming during open swimming. Those organizations can rent a pool instead.

For the kids sake.. and for those people who don't want to take chances at Sunnyvale, Mission lake or the river.

Shannon Whaples
Wausau

ACTIVITY	OPEN/CLOSED	CURRENT GUIDELINES
Athletic Fields -	Closed - Organized Sports Groups Open for General Use	Closed because physical contact cannot be avoided and social distancing of 6 feet cannot be maintained, and proper disinfectant of hard surfaces cannot be cleaned between each use
Basketball Courts	Closed	Closed to organized when a contract sport
Beaches	Open with guidelines	Social distancing of 6 ft. or more from non-household members at all times
Boat Launches	Open with guidelines	Social distancing - give others space to load and unload their boats, no guests on boat, no rafting up together
Camping - Individual & Group Campsites	Open with guidelines	Limit campsites to members of a single household. Visiting other campsites is prohibited. No visitors allowed, maintain social distancing from non-household members. Wash and sanitize picnic tables before and after using, wash and sanitize hands frequently.
Disc Golf	Open with guidelines	No more than four players to a tee. Social distancing of 6 ft. or more at all times.
Playgrounds	Closed - County Open-City	If closed, do not use. If open utilize at own risk. Equipment is not disinfected. Crowds may exceed recommended guidance for gatherings, challenge to keep clean and disinfect, virus can spread when children touch contaminated equipment and then touch their eyes, nose, mouth
Pickleball/Tennis Courts	Open with guidelines	Social distancing of 6 ft. between individuals, not people of same household, wash hands, cover coughs, not shake hands, clean high touch surfaces. No organized groups, lessons or practices. Limit of 2 players per court. Team sports prohibited, only single play allowed. Park Dept not responsible for disinfecting surfaces.
Shooting Range	Open with guidelines	Social distancing of 6 ft. or more from non-household members at all times.
Skatepark	Open with guidelines	Social distancing of 6 ft. or more from non-household members at all times.
Shelters	Open for rental	Practice physical distancing and Protective measures, including the following: Mo Maintaining physical distancing of six (6) feet between people not residing in a single living unit or household; Washing hands with soap and water for at least 20 seconds as frequently as possible or using hand sanitizer; Covering coughs or sneezes (into the sleeve or elbow, not hands); regularly clean high-touch surfaces, not shaking hands, use of mask or cloth face covering when physical distancing is impractical, limiting travel to reduce the potential for virus transmission, Following all other public health recommendations issued by the State of Wisconsin Department of Health Services, Marathon County Health Department, and the U.S. Center for Disease Control and Prevention, stay home if you are sick and seek appropriate medical care
Showers	Closed	We have showers only Marathon Park
Restrooms	Some open/some closed	doing daily cleaning on restrooms that are open
Tennis Lessons	Cancelled	not having
Pools	Will be decided at June 1 City Park and Recreation Committee meeting	
Swimming Lessons	Cancelled	
Events		Large gathering are not recommended. Most events are cancelled. Shelter information would be given to any event organizer
Mass Gatherings:*		
-	Individuals – avoid situations where you are unable to exercise appropriate physical distancing with non-household members.	
-	Businesses, Non-Profits, and other Entities – reduce capacity and modify physical spaces to ensure adequate physical distancing for customers and staff.	



Centers for Disease Control and Prevention
CDC 24/7: Saving Lives, Protecting People™

Coronavirus Disease 2019 (COVID-19)

Visiting Parks and Recreational Facilities

Protect Yourself and Others from COVID-19

Staying physically active is one of the best ways to keep your mind and body healthy. In many areas, people can visit parks, trails, and open spaces as a way to relieve stress, get some fresh air and vitamin D, stay active, and safely connect with others.

Know before you go: While these facilities and areas can offer health benefits, it is important that you follow the steps below to protect yourself and others from COVID-19.

DO

- ✓ Visit parks that are close to your home
- ✓ Prepare before you visit
- ✓ Stay at least 6 feet away from others ("social distancing") and take other steps to prevent COVID-19
- ✓ Play it safe around and in swimming pools. Keep space between yourself and others

DON'T

- ✗ Visit parks if you are sick or were recently exposed to COVID-19
- ✗ Visit crowded parks
- ✗ Use playgrounds
- ✗ Participate in organized activities or sports



Don't: Visit parks if you are sick or were recently exposed to COVID-19

- If you are sick with COVID-19, were recently exposed (within 14 days) to someone with COVID-19, or just don't feel well, do not visit public areas including parks or recreational facilities.
- Follow recommended steps to take if you are sick.



Do: Visit parks that are close to your home

Traveling long distances to visit a park may contribute to the spread of COVID-19 as:

- Most travel requires you to stop along the way or be in close contact with others.
- Travel may also expose you to surfaces contaminated with the virus that causes COVID-19.



Don't: Visit crowded parks

- Do not visit parks where you cannot stay at least 6 feet away from others at all times.



Do: Prepare before you visit

State or local parks

State and local authorities will decide whether parks and other recreational facilities will open. Check with the park in advance to be sure you know which areas or services are open, such as bathroom facilities and concessions, and bring what you need with you.

National parks

The National Park Service  will decide on a park-by-park basis whether a national park will be open. Please check with individual parks  for specific details since, in many cases, visitor centers, concessions, and bathroom facilities might be closed.

Beaches or other swimming areas

State and local authorities will decide whether natural bodies of water and beaches or swim areas will be open. Please check with individual beaches or swim areas for specific details.



Do: Stay 6 feet away from others ("social distancing") and take other steps to prevent COVID-19

If a park, beach, or recreational facility is open for public use, visiting is okay as long as you practice social distancing and everyday steps such as washing hands often and covering coughs and sneezes. Follow these actions when visiting a park, beach, or recreational facility:

- Stay at least six feet from others at all times. This might make some open areas, trails, and paths better to use. Do not go into a crowded area.
- Avoid gathering with others outside of your household.
- Wash hands often with soap and water for at least 20 seconds, especially after going to the bathroom, before eating, and after blowing your nose, coughing, or sneezing.
- Bring hand sanitizer with at least 60% alcohol to use if soap and water are not available.



Don't: Use playgrounds

Do not use playgrounds, including water playgrounds, located within local, state, or national parks.

Using playgrounds might lead to the spread of COVID-19 because:

- They are often crowded and could easily exceed recommended guidance for gatherings.
- It can be challenging to keep surfaces clean and disinfected.
- The virus can spread when young children touch contaminated equipment and then touch their hands to their eyes, nose, or mouth.



Don't: Participate in organized activities or sports

In general, most organized activities and sports such as basketball, baseball, soccer, and football that are held on park fields, open areas, and courts are not recommended. These activities and sports typically require coaches and athletes who are not from the same household or living unit to be in close proximity, which increases their potential for exposure to COVID-19.



Do: Play it safe around and in swimming pools, and keep space between yourself and others

There is no evidence that COVID-19 can be spread to humans through the water. Proper operation, maintenance, and disinfection (with chlorine or bromine) of pools should kill COVID-19.

Swimming and other water-related activities are excellent ways to get the physical activity needed for a healthy life. If you are not sick or experiencing symptoms of COVID-19, it is safe to use swimming pools as long as steps are taken to reduce the spread of COVID-19:

- Practice social distancing by staying at least six feet (two meters) from others.
- Avoid large gatherings of more than 10 people.
- Keep your hands clean by washing hands with soap and water, especially after going to the bathroom, before eating, and after blowing your nose, coughing, or sneezing. Use an alcohol-based hand sanitizer that contains at least 60% alcohol if soap and water are not available.

Swimming does carry some health risks. Visit CDC's Healthy Swimming website for information to help you prevent illness and drowning, while having fun and enjoying the health benefits of swimming.

Page last reviewed: May 19, 2020

Content source: National Center for Immunization and Respiratory Diseases (NCIRD), Division of Viral Diseases

WISCONSIN

GUIDANCE ON PREPARING WORKPLACES FOR COVID-19



OUTDOOR GATHERINGS



Outdoor activities have always been a key element of daily life in Wisconsin communities, and have perhaps become even more important during the COVID-19 pandemic, since they play a critical role in physical and mental health. While most public spaces have been open for passive use during the pandemic, most active uses have been limited, and facilities may need to make adjustments to operate safely in light of COVID-19. Allowing people to resume as many of their regular activities as possible with the necessary precautions

This document is intended to provide guidance for municipalities and civic organizations looking to accommodate small group gatherings in a safe way once it is permitted to do so. This guide includes instructions regarding outdoor gatherings, whether public or charitable in nature, including but not limited to farmers markets, outdoor fitness or educational programming, and other types of small-scale community celebrations or gatherings. In addition, please see the **"General Guidance for All Businesses"** document for guidance that applies to all industries, and please consult the other available industry guides as relevant for your specific business type.

Keeping employees and customers safe is the number-one priority for all businesses. This resource provides guidelines for protecting both of these groups. Organizations, municipalities and management entities are expected to be proactive in ensuring compliance and take definitive action to enforce the rules. It is not sufficient to post signage requesting that guests maintain distancing or to anticipate that staff will be able to manage customer interactions in real time (e.g., by installing signage instructing visitors to comply with distancing but not actually utilizing visual cues or physical barriers to support compliance).

Recommendations for Outdoor Gatherings

Employee health and hygiene

- ▶ Employees who have a fever or other symptoms of COVID-19 should not be allowed to work.
- ▶ Maintain an adequate supply of paper goods, soap and hand sanitizer to allow proper hand hygiene among employees.
- ▶ Provide tissues for proper cough/sneeze etiquette and no-touch disposal receptacles.
- ▶ For farmers markets, suspend fines for no-shows to ensure vendors don't feel pressured to work when sick.
- ▶ Consider suspending the use of hand stamps or wrist bands.

Face masks and cloth face coverings

- ▶ Face masks or cloth face coverings may be required based on the level of interaction with attendees (e.g., point-of-sale interactions).

- ▶ Instruct your employees in how to properly put on and remove a face mask or cloth face covering. The U.S. Centers for Disease Control and Prevention (CDC) provides guidance on how to properly wear a face covering and offers [tutorials for how to make one](#).
- ▶ If attendees will not be able to stay six feet away from others, recommend that they bring their own face mask or covering. Provide face masks at the event for any attendees who do not bring their own. Provide adequate no-touch trash receptacles for used masks. Considerations should be made for individuals who are unable or unwilling to wear a mask or cloth face cover.



PROTECT



WASH OFTEN



DISINFECT



CAUTION



Clean and disinfect

- ▶ High customer contact areas such as doorknobs, buttons, touchscreens, tables and stair rails should be cleaned every two hours, or after each user if feasible.
- ▶ Bathrooms should be sanitized frequently.
- ▶ Disinfecting wipes should not be used to wipe more than one surface. Use one wipe per item or area.
- ▶ Clean and sanitize any food contact surfaces between users. Food should not be sampled during an event.
- ▶ For farmers markets, consider closing areas that require customers to use tongs or scoops. If tongs and scoops are used, vendors must sanitize them frequently. Consider offering different sizes of prepacked items instead.

Social distancing

- ▶ Programmed events should be limited to 10 persons at a time in any given space, expanding to 50 people in Phase 2 of the [Badger Bounce Back plan](#).
- ▶ Where possible, event attendance should be staggered to minimize overlap and reduce density of participants.
- ▶ Consider designating alternate offerings for at-risk populations.
- ▶ For any gatherings that do occur (such as farmers markets or small-group programming), spacing between stations/booths should be at least 15 feet.
- ▶ Facilities that promote interaction among unrelated individuals (e.g., playgrounds, play areas, picnic shelters) should be closed if they cannot be adequately sanitized. A visible barrier such as tape, markings or a physical barrier should be used to indicate closure.

- ▶ Reduce parking at popular public spaces to disperse attendees among various entry points and/or minimize utilization by deterring visitors.
- ▶ Consider making walking or biking paths one-way to minimize unintentional interactions, especially during gatherings or events. Utilize directional arrows in chalk paint on surfaces to reinforce new patterns. If it is safe to do so, municipalities may consider expanding pedestrian and cycling corridors into the current vehicular right of way to allow for adequate spacing.
- ▶ Eliminate unnecessary physical contact between individuals, and maintain social distancing with a six-foot distance between individuals whenever possible.
- ▶ Offer cashless and contactless transactions whenever possible.
- ▶ When exchanging paper and coin money, do not touch your face afterward. Ask customers to place cash on the counter/table rather than directly into your hand. Place money on the counter (not in hand) when providing change back to customers. Clean the counter between each customer at checkout.



Additional attendee protections

- ▶ Post signage at entry points to public spaces reminding individuals experiencing COVID symptoms to stay at home and asking visitors to maintain social distancing.
- ▶ Install handwashing or sanitizing stations (with at least 60% alcohol if providing hand sanitizer) at entry points and key locations throughout the area in which the gathering is being held, including areas where attendees will come into contact with shared equipment and/or food service areas. Encourage attendees to use them.
- ▶ Remove all unnecessary touchpoints, especially those that cannot be sanitized between uses. Examples include the use of pens to sign receipts or visitor logs (cashless and contactless transactions are recommended), benches and drinking fountains.
- ▶ Utilize disposable instead of reusable items whenever possible, and provide adequate trash receptacles to accommodate waste.
- ▶ Increase the number of trash receptacles and frequency of trash pickup to accommodate increased use.
- ▶ Continue offering virtual experiences and curbside pickup of physical goods to accommodate all customers if possible.
- ▶ Do not allow visitors to utilize reusable bags or to bring activity items from home to an event if the activity items would be used by multiple participants.
- ▶ Discourage users from coming into contact with other participants' equipment. For example, sports field users should not return another user's stray balls or share equipment with unrelated parties.



**WISCONSIN DEPARTMENT
of HEALTH SERVICES**

WISCONSIN
— DEPARTMENT OF TOURISM —

IN PARTNERSHIP WITH WISCONSIN'S REGIONAL ECONOMIC DEVELOPMENT ORGANIZATIONS:

7 Rivers Alliance
Centergy
Madison Region
Economic Partnership
Milwaukee 7

Momentum West
Prosperity Southwest
Grow North
The New North
Visions Northwest

Clean and disinfect your items before giving or shipping it to a buyer.

Buyers should wash all clothing and disinfect other items after pick up.

The buyer should state item descriptions and terms of the sale before posting.

Make or accept payments over the phone and avoid exchanging cash.

Use precautions to protect your health and safety if you need to pick up or pay in-person.

Wear a cloth face covering.

Practice good hygiene.

Pick up and pay in open, visible, and well-ventilated space. Do not enter another person's home.

Stay at least 6 feet apart. Make sure you pick up and pay without physical contact.

Place a new envelope for each buyer on a table. The seller can watch the buyer leave their money in the envelope, making sure to stay at least 6 feet away. Sellers should wait at least 24 hours to open the envelope to reduce the chance of infection.

Schedule item pick-up with enough time between buyers so they don't come in contact with each other.

Wash your hands after every transaction. Only use hand sanitizer if there is no dirt on your hands.

Be sure to postpone or cancel any sales if you feel unsafe or if you cannot follow our recommendations. Make sure another person can observe interactions from a safe distance.

Resources

[CDC: Prevent Getting Sick](#)

Youth Sports

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

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

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

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

Actions to Take

Stay informed about local COVID-19 information and updates. We recommend checking the website or social media of your local health department and [the Department of Health Services website](#) for the most updated information.

Close all sporting facilities and fields, and limit services to only needed maintenance and upkeep. Post relevant signage indicating limitations on use.

Coaches can:

- Consider ways to provide practice virtually or guiding individual practice by providing at-home training instructions.

- Host virtual team calls or send out team emails to keep the team members connected, provide support and encouragement, and offer tips to stay in shape and practice skills.

Once it is safe to start holding youth sporting events again, you should coordinate with local public health departments, families, and other community members to ensure that any sporting event meets all expectations and requirements for social distancing or other public health protections.

CITY OF WAUSAU

Capital Improvement Program Request 2021-2025

Project Title:	Playground Equipment	Plan Year:	2021, 2022, 2023
Classification:	Equipment Purchase	Department:	Parks, Recreation & Forestry
Priority:	High	Contact Name:	Jamie Polley
Useful Life:	20 yrs		

PROJECT DESCRIPTION

Provide a brief description of the project or purchase

The City of Wausau maintains 13 playgrounds with play equipment in its Park system. This multi-year program will address ADA and Consumer Safety Product Guideline deficiencies. 2021 replacement planned at Riverside Park and 3M Park.

PROJECT SCHEDULE: (PROVIDE DETAIL ON TIMING OF PROJECT DESIGN, BID, IMPLEMENTATION AND COMPLETION)

R.F.P.'s in February/March, installation June/July 2021.

PROJECT PURPOSES: (Check all statements that apply)

☒	Addresses critical health or safety hazard.	☐	Serves to eliminate Blight
☐	Provides developed area with a comparable level of city services or facilities.	☐	Encourages economic development
☐	Maintains or enhances systems that support existing city services.	☒	Encourages revitalization, community aesthetics, or historic preservation
☒	Provides new service, facility, system or equipment.	☐	Provides other rehabilitation, replacement or new construction.
☐	Expands existing service into an undeveloped area.	☒	This project was identified in prior year CIP Plan requests
☐	Repairs, replaces or prevents a breakdown of an existing city facility, system, service or equipment.	☐	Improves resident quality of life in terms of recreational activities, personal enrichment or living conditions
☒	Supports a revenue generating service	☒	Contributes to a safe community

PROJECT OR PURCHASE JUSTIFICATION

Describe physical condition, demand/capacity, functionality and/or safety concerns or revenue generating potential that justifies the project/acquisition

The majority of play equipment was installed new 16-18 years ago. Most of our playgrounds are now partially or fully out of compliance with Americans with Disabilities Act, Consumer Product Safety Guidelines and the American Society for Testing and Materials guidelines. This 5 year project will replace or upgrade play equipment and safety surfacing at all playgrounds.

IMPACT ON DEFERRED IMPLEMENTATION/PURCHASE

Describe how project deferral will impact future asset maintenance, economic growth, quality of service, efficiency or effectiveness, quality of life, safety, financing or other issues.

Current play structures and safety surfacing do not meet revised Consumer Products Safety Guidelines or revised Americans with Disabilities Act.

RETURN ON INVESTMENT

Describe the financial benefits, cost savings or payback of the capital project such as grant funding, cost avoidance or operational cost or income benefits

FINANCIAL DETAIL OF PROJECT

Playground Equipment

CAPITAL BUDGET IMPACT	2021	2022	2023	2024	2025	Total
Planning / Design						-
Land / Acquisition						-
Construction / Maintenance	95,000	95,000	95,000			285,000
Equip/Veh/Furnishings						-
Other						-
Total	\$ 95,000	\$ 95,000	\$ 95,000	\$ -	\$ -	\$ 285,000
<u>FUNDING SOURCES</u>						
Grant Income						-
Donations						-
User Fees						-
Other						-
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
NET LEVY REQUIREMENT	\$ 95,000	\$ 95,000	\$ 95,000	\$ -	\$ -	\$ 285,000
OPERATING BUDGET IMPACT	2021	2022	2023	2024	2025	Total
Staff Costs						-
Supplies/Materials						-
Facility Maintenance						-
Other (Insurance/Utilities)						-
Contractual Services						-
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<u>FUNDING SOURCES</u>						
Grant Income						-
Donations						-
User Fees						-
Other						-
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
NET LEVY REQUIREMENT						
ESTIMATED ANNUAL BENEFIT	2021	2022	2023	2024	2025	Total
Increased Efficiency						-
Faster Service Delivery						-
Decreased Operating Costs						-
Decreased Maintenance Costs						-
ESTIMATED ANNUAL BENEFIT	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

GANTT CHART OF PROJECT ACTIVITIES

Playground Equipment

Capital Improvement Program Request 2021-2025

Budget Amt: \$380,000

Start Date: 1/1/2021

Lead Person: Jamie Polley

End Date: 9/30/2023

[illegible][illegible]

YEAR 1: 2023 KEY TASK	TIME FRAME (Start/End by Month)											
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Task: Define Scope												
Task: Planning/Design												
Task: RFP/RFO												
Task: Project Bid/Award												
Task: Site Preparation												
Task: Installation												
Task: Site Rehabilitation												

[illegible][illegible]

CITY OF WAUSAU

Capital Improvement Program Request 2021-2025

Project Title:	Opertions Building Hoist Replacement	Plan Year:	2021
Classification:	Equipment	Department:	Parks and Recreation
Priority:	High	Contact Name:	Jamie Polley
Useful Life:	20 yrs		

PROJECT DESCRIPTION

Provide a brief description of the project or purchase

The vehicle hoist utilized by the Mechanics at Park Operations has reached its useful life (22 years) and is in need of replacment. In addition the majority of our current equipment does not fit on our current hoist because it is too small.

PROJECT SCHEDULE: (PROVIDE DETAIL ON TIMING OF PROJECT DESIGN, BID, IMPLEMENTATION AND COMPLETION)

Design spring 2021, bid and construct spring/summer 2021

PROJECT PURPOSES: (Check all statements that apply)

☐	Addresses critical health or safety hazard.	☐	Serves to eliminate Blight
☐	Provides developed area with a comparable level of city services or facilities.	☐	Encourages economic development
☒	Maintains or enhances systems that support existing city services.	☐	Encourages revitalization, community aesthetics, or historic preservation
☐	Provides new service, facility, system or equipment.	☒	Provides other rehabilitation, replacement or new construction.
☐	Expands existing service into an undeveloped area.	☐	This project was identified in prior year CIP Plan requests
☒	Repairs, replaces or prevents a breakdown of an existing city facility, system, service or equipment.	☐	Improves resident quality of life in terms of recreational activities, personal enrichment or living conditions
☐	Supports a revenue generating service	☐	Contributes to a safe community

PROJECT OR PURCHASE JUSTIFICATION

Describe physical condition, demand/capacity, functionality and/or safety concerns or revenue generating potential that justifies the project/acquisition

The Parks, Recreation & Forestry Department has two mechanics on staff and the department completes all vehicle maintenance in house which is a significant cost saving to the City and the County. There are currently two hoists in the Operations Shop. It is time to replace one hoist as it as reached its useful life.

IMPACT ON DEFERRED IMPLEMENTATION/PURCHASE

Describe how project deferral will impact future asset maintenance, economic growth, quality of service, efficiency or effectiveness, quality of life, safety, financing or other issues.

Not replacing the hoist at the end of its useful life will effect the efficiencies of the department. It will take the mechanics longer to fix and maintain equipment effecting the daily tasks of the rest of the staff. It is also becoming difficult to obtain parts for the current hoist.

RETURN ON INVESTMENT

Describe the financial benefits, cost savings or payback of the capital project such as grant funding, cost avoidance or operational cost or income benefits

The cost to replace the hoist will be split 50/50 between the City and the County. In order to replace the hoist this request will need to be approved by both the City and the County.

FINANCIAL DETAIL OF PROJECT

Opertions Building Hoist Replacement

CAPITAL BUDGET IMPACT	2021	2022	2023	2024	2025	Total
Planning / Design						-
Land / Acquisition						-
Construction / Maintenance						-
Equip/Veh/Furnishings	24,000					24,000
Other						-
Total	\$ 24,000	\$ -	\$ -	\$ -	\$ -	\$ 24,000
<u>FUNDING SOURCES</u>						
Grant Income						-
Donations						-
User Fees						-
Other	12,000					12,000
Total	\$ 12,000	\$ -	\$ -	\$ -	\$ -	\$ 12,000
NET LEVY REQUIREMENT	\$ 12,000	\$ -	\$ -	\$ -	\$ -	\$ 12,000
OPERATING BUDGET IMPACT	2021	2022	2023	2024	2025	Total
Staff Costs						-
Supplies/Materials						-
Facility Maintenance						-
Other (Insurance/Utilities)						-
Contractual Services						-
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<u>FUNDING SOURCES</u>						
Grant Income						-
Donations						-
User Fees						-
Other						-
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
NET LEVY REQUIREMENT	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
ESTIMATED ANNUAL BENEFIT	2021	2022	2023	2024	2025	Total
Increased Efficiency						-
Faster Service Delivery						-
Decreased Operating Costs						-
Decreased Maintenance Costs						-
ESTIMATED ANNUAL BENEFIT	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

GANTT CHART OF PROJECT ACTIVITIES

Operations Building Hoist Replacement

Capital Improvement Program Request 2021-2025

Budget Amt: \$12,000

Start Date: 3/1/2021

Lead Person: Jamie Polley

End Date: 11/30/2021

[illegible][illegible]

CITY OF WAUSAU

Capital Improvement Program Request 2021-2025

Project Title:	Sylvan Hill Park Parking Lot Reconstruction	Plan Year:	2021
Classification:	Construction	Department:	Parks, Recreation & Forestry
Priority:	High	Contact Name:	Jamie Polley
Useful Life:	20 years		

PROJECT DESCRIPTION

Provide a brief description of the project or purchase

Reconstruction of the entrance road and main parking lot near the chalet at Sylvan Hill Park

PROJECT SCHEDULE: (PROVIDE DETAIL ON TIMING OF PROJECT DESIGN, BID, IMPLEMENTATION AND COMPLETION)

Design January/February 2021, construct summer/fall 2021

PROJECT PURPOSES: (Check all statements that apply)

☐	Addresses critical health or safety hazard.	☒	Serves to eliminate Blight
☒	Provides developed area with a comparable level of city services or facilities.	☐	Encourages economic development
☒	Maintains or enhances systems that support existing city services.	☐	Encourages revitalization, community aesthetics, or historic preservation
☐	Provides new service, facility, system or equipment.	☒	Provides other rehabilitation, replacement or new construction.
☐	Expands existing service into an undeveloped area.	☐	This project was identified in prior year CIP Plan requests
☒	Repairs, replaces or prevents a breakdown of an existing city facility, system, service or equipment.	☒	Improves resident quality of life in terms of recreational activities, personal enrichment or living conditions
☐	Supports a revenue generating service	☒	Contributes to a safe community

PROJECT OR PURCHASE JUSTIFICATION

Describe physical condition, demand/capacity, functionality and/or safety concerns or revenue generating potential that justifies the project/acquisition

The entrance road and main parking lot at Sylvan Hill Park was a paved lot and over time has deteriorated to the point that minimal pavement exists. Reconstruction of the lot would enhance drainage and decrease maintenance costs during snow removal operations. The road and parking lot have reached their end of life.

IMPACT ON DEFERRED IMPLEMENTATION/PURCHASE

Describe how project deferral will impact future asset maintenance, economic growth, quality of service, efficiency or effectiveness, quality of life, safety, financing or other issues.

Long term deferral of this project would increase our maintenance costs of the lot. Maintenance requirements would include erosion control, grading, etc.

RETURN ON INVESTMENT

Describe the financial benefits, cost savings or payback of the capital project such as grant funding, cost avoidance or operational cost or income benefits

None

FINANCIAL DETAIL OF PROJECT

Sylvan Hill Park Parking Lot Reconstruction

CAPITAL BUDGET IMPACT	2021	2022	2023	2024	2025	Total
Planning / Design						-
Land / Acquisition						
Construction / Maintenance	125,645					125,645
Equip/Veh/Furnishings						-
Other						-
Total	\$ 125,645	\$ -	\$ -	\$ -	\$ -	\$ 125,645
<u>FUNDING SOURCES</u>						
Grant Income						-
Donations						-
User Fees						-
Other						-
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
NET LEVY REQUIREMENT	\$ 125,645	\$ -	\$ -	\$ -	\$ -	\$ 125,645
OPERATING BUDGET IMPACT	2021	2022	2023	2024	2025	Total
Staff Costs						-
Supplies/Materials						-
Facility Maintenance						-
Other (Insurance/Utilities)						-
Contractual Services						-
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<u>FUNDING SOURCES</u>						
Grant Income						-
Donations						-
User Fees						-
Other						-
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
NET LEVY REQUIREMENT	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
ESTIMATED ANNUAL BENEFIT	2021	2022	2023	2024	2025	Total
Increased Efficiency						-
Faster Service Delivery						-
Decreased Operating Costs						-
Decreased Maintenance Costs						-
ESTIMATED ANNUAL BENEFIT	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 5,000

GANTT CHART OF PROJECT ACTIVITIES

Sylvan Hill Park Parking Lot Reconstruction

Capital Improvement Program Request 2021-2025

Budget Amt: \$125,645

Start Date:February 1, 2021

Lead Person: Jamie Polley

End Date: _September 30, 2021

[illegible][illegible]



Map Created: 5/31/2019

44.59 0 44.59 Feet

NAD_1983_HARN_WISCRS_Marathon_County_Feet

DISCLAIMER: The information and depictions herein are for informational purposes and admonishes and advises that if specific and precise accuracy is required, the same should be means. Marathon County-City of Wausau will not be responsible for any damages which

$$7,698 \text{ sq. yds} \times \$2.50 = \$19,245$$
$$3" \text{ Asphalt} = 1330 \text{ ton} \times \$80.00/\text{ton} = \$106,400$$



CITY OF WAUSAU

Capital Improvement Program Request 2021-2025

Project Title:	Tennis Court Replacement Program	Plan Year:	2021, 2022, 2023
Classification:	Construction	Department:	Parks, Recreation & Forestry
Priority:	Medium	Contact Name:	Jamie Polley
Useful Life:	20 yrs		

PROJECT DESCRIPTION

Provide a brief description of the project or purchase

The City of Wausau maintains tennis courts in seven of its parks. This project will establish a program to replace deteriorating courts over a fourteen year period thereby limiting a large capital outlay at one time and maintaining good quality safe tennis courts for residents use.

PROJECT SCHEDULE: (PROVIDE DETAIL ON TIMING OF PROJECT DESIGN, BID, IMPLEMENTATION AND COMPLETION)

Replacement schedule: Memorial Park - 2021 Alexander Airport Park 2022 Oak Island Park 2023
This project will establish a program to replace deteriorating tennis courts throughout the Park system.

PROJECT PURPOSES: (Check all statements that apply)

☒ Addresses critical health or safety hazard.	☒ Serves to eliminate Blight
☒ Provides developed area with a comparable level of city services or facilities.	☐ Encourages economic development
☐ Maintains or enhances systems that support existing city services.	☒ Encourages revitalization, community aesthetics, or historic preservation
☐ Provides new service, facility, system or equipment.	☐ Provides other rehabilitation, replacement or new construction.
☐ Expands existing service into an undeveloped area.	☒ This project was identified in prior year CIP Plan requests
☐ Repairs, replaces or prevents a breakdown of an existing city facility, system, service or equipment.	☐ Improves resident quality of life in terms of recreational activities, personal enrichment or living conditions
☐ Supports a revenue generating service	☒ Contributes to a safe community

PROJECT OR PURCHASE JUSTIFICATION

Describe physical condition, demand/capacity, functionality and/or safety concerns or revenue generating potential that justifies the project/acquisition

Developing a program to regularly replace tennis courts ensures quality facilities to the public and proactively plans for this capital outlay.

IMPACT ON DEFERRED IMPLEMENTATION/PURCHASE

Describe how project deferral will impact future asset maintenance, economic growth, quality of service, efficiency or effectiveness, quality of life, safety, financing or other issues.

Deferral will result in poor quality tennis courts and possible safety issues due to tripping hazard of cracked and heaving court surfaces

RETURN ON INVESTMENT

Describe the financial benefits, cost savings or payback of the capital project such as grant funding, cost avoidance or operational cost or income benefits

None.

FINANCIAL DETAIL OF PROJECT

Tennis Court Replacement Program

CAPITAL BUDGET IMPACT	2021	2022	2023	2024	2025	Total
Planning / Design						-
Land / Acquisition						-
Construction / Maintenance	50,000	50,000	50,000			150,000
Equip/Veh/Furnishings						-
Other						-
Total	\$ 50,000	\$ 50,000	\$ 50,000	\$ -	\$ -	\$ 150,000
<u>FUNDING SOURCES</u>						
Grant Income						-
Donations						-
User Fees						-
Other						-
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
NET LEVY REQUIREMENT	\$ 50,000	\$ 50,000	\$ 50,000	\$ -	\$ -	\$ 150,000
OPERATING BUDGET IMPACT	2021	2022	2023	2024	2025	Total
Staff Costs						-
Supplies/Materials						-
Facility Maintenance						-
Other (Insurance/Utilities)						-
Contractual Services						-
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<u>FUNDING SOURCES</u>						
Grant Income						-
Donations						-
User Fees						-
Other						-
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
NET LEVY REQUIREMENT			\$ -	\$ -	\$ -	
ESTIMATED ANNUAL BENEFIT	2021	2022	2023	2024	2025	Total
Increased Efficiency						-
Faster Service Delivery						-
Decreased Operating Costs						-
Decreased Maintenance Costs						-
ESTIMATED ANNUAL BENEFIT	\$ 300	\$ 300	\$ 300	\$ -	\$ -	\$ 600

GANTT CHART OF PROJECT ACTIVITIES

Tennis Court Replacement Program

Capital Improvement Program Request 2021-2025

Budget Amt: \$150,000

Start Date: 1/1/1900

Lead Person: Jamie Polley

End Date: 8/30/2023[illegible][illegible][illegible]

CITY OF WAUSAU

Capital Improvement Program Request 2021-2025

Project Title:	Barker-Stewart Island Bridge Decking Replacement	Plan Year:	2021
Classification:	Construction/Maintenance	Department:	Parks and Recreation
Priority:	Medium	Contact Name:	Jamie Polley
Useful Life:	25 yrs		

PROJECT DESCRIPTION

Provide a brief description of the project or purchase

To replacing the decking on the Barker-Stewart Island pedestrian bridge

PROJECT SCHEDULE: (PROVIDE DETAIL ON TIMING OF PROJECT DESIGN, BID, IMPLEMENTATION AND COMPLETION)

Design spring 2021, bid and construct spring/summer 2021

PROJECT PURPOSES: (Check all statements that apply)

☐	Addresses critical health or safety hazard.	☐	Serves to eliminate Blight
☐	Provides developed area with a comparable level of city services or facilities.	☐	Encourages economic development
☒	Maintains or enhances systems that support existing city services.	☒	Encourages revitalization, community aesthetics, or historic preservation
☐	Provides new service, facility, system or equipment.	☒	Provides other rehabilitation, replacement or new construction.
☐	Expands existing service into an undeveloped area.	☐	This project was identified in prior year CIP Plan requests
☒	Repairs, replaces or prevents a breakdown of an existing city facility, system, service or equipment.	☐	Improves resident quality of life in terms of recreational activities, personal enrichment or living conditions
☐	Supports a revenue generating service	☒	Contributes to a safe community

PROJECT OR PURCHASE JUSTIFICATION

Describe physical condition, demand/capacity, functionality and/or safety concerns or revenue generating potential that justifies the project/acquisition

The decking on the bridge to Barker-Stewart Island is wearing and in need of repair. The decking poses tripping hazards and possible other safety issues.

IMPACT ON DEFERRED IMPLEMENTATION/PURCHASE

Describe how project deferral will impact future asset maintenance, economic growth, quality of service, efficiency or effectiveness, quality of life, safety, financing or other issues.

Waiting too long to replace the decking could increase safety concerns on the bridge. The City will be working to clean up the island to increase the usage by the community. Replacing the decking will enhance the safety of the bridge as well as enhance the aesthetics.

RETURN ON INVESTMENT

Describe the financial benefits, cost savings or payback of the capital project such as grant funding, cost avoidance or operational cost or income benefits

FINANCIAL DETAIL OF PROJECT

Barker-Stewart Island Bridge Decking Replacement

CAPITAL BUDGET IMPACT	2021	2022	2023	2024	2025	Total
Planning / Design						-
Land / Acquisition						-
Construction / Maintenance						-
Equip/Veh/Furnishings						-
Other						-
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<u>FUNDING SOURCES</u>						
Grant Income						-
Donations						-
User Fees						-
Other						-
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
NET LEVY REQUIREMENT	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
OPERATING BUDGET IMPACT	2021	2022	2023	2024	2025	Total
Staff Costs						-
Supplies/Materials						-
Facility Maintenance						-
Other (Insurance/Utilities)						-
Contractual Services						-
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<u>FUNDING SOURCES</u>						
Grant Income						-
Donations						-
User Fees						-
Other						-
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
NET LEVY REQUIREMENT		\$ -	\$ -	\$ -	\$ -	
ESTIMATED ANNUAL BENEFIT	2021	2022	2023	2024	2025	Total
Increased Efficiency						-
Faster Service Delivery						-
Decreased Operating Costs						-
Decreased Maintenance Costs						-
ESTIMATED ANNUAL BENEFIT	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

GANTT CHART OF PROJECT ACTIVITIES

Barker-Stewart Island Bridge Decking Replacement

Capital Improvement Program Request 2021-2025

Budget Amt: \$

Start Date: 3/1/2021

Lead Person: Jamie Polley

End Date: 11/30/2021

[illegible][illegible]

CITY OF WAUSAU

Capital Improvement Program Request 2021-2025

Project Title:	Memorial Park Seawall Replacement	Plan Year:	2021
Classification:	Construction	Department:	Parks, Recreation & Forestry
Priority:	Medium	Contact Name:	Jamie Polley
Useful Life:	40 years		

PROJECT DESCRIPTION

Provide a brief description of the project or purchase

Replacement of 520 L.F. of seawall at the Memorial Park boat launch with rip rap.

PROJECT SCHEDULE: (PROVIDE DETAIL ON TIMING OF PROJECT DESIGN, BID, IMPLEMENTATION AND COMPLETION)

Design January/February 2021, construct summer/fall 2021

PROJECT PURPOSES: (Check all statements that apply)

☐	Addresses critical health or safety hazard.	☐	Serves to eliminate Blight
☐	Provides developed area with a comparable level of city services or facilities.	☐	Encourages economic development
☒	Maintains or enhances systems that support existing city services.	☐	Encourages revitalization, community aesthetics, or historic preservation
☐	Provides new service, facility, system or equipment.	☐	Provides other rehabilitation, replacement or new construction.
☐	Expands existing service into an undeveloped area.	☒	This project was identified in prior year CIP Plan requests
☒	Repairs, replaces or prevents a breakdown of an existing city facility, system, service or equipment.	☒	Improves resident quality of life in terms of recreational activities, personal enrichment or living conditions
☐	Supports a revenue generating service	☒	Contributes to a safe community

PROJECT OR PURCHASE JUSTIFICATION

Describe physical condition, demand/capacity, functionality and/or safety concerns or revenue generating potential that justifies the project/acquisition

The seawall that retains the land on which the boat launch and launch parking area is in the early stages of failure. The seawall provides fishing opportunities and access to a City boat launch. When the wall fails this portion of the river bank will be subject to severe erosion.

IMPACT ON DEFERRED IMPLEMENTATION/PURCHASE

Describe how project deferral will impact future asset maintenance, economic growth, quality of service, efficiency or effectiveness, quality of life, safety, financing or other issues.

Long term deferral of this project could lead to severe erosion and possible loss of the boat launch.

RETURN ON INVESTMENT

Describe the financial benefits, cost savings or payback of the capital project such as grant funding, cost avoidance or operational cost or income benefits

None

FINANCIAL DETAIL OF PROJECT

Memorial Park Seawall Replacement

CAPITAL BUDGET IMPACT	2021	2022	2023	2024	2025	Total
Planning / Design	20,000					20,000
Land / Acquisition						
Construction / Maintenance	115,000					115,000
Equip/Veh/Furnishings						-
Other						-
Total	\$ 135,000	\$ -	\$ -	\$ -	\$ -	\$ 135,000
<u>FUNDING SOURCES</u>						
Grant Income						-
Donations						-
User Fees						-
Other						-
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
NET LEVY REQUIREMENT	\$ 135,000	\$ -	\$ -	\$ -	\$ -	\$ 135,000
OPERATING BUDGET IMPACT	2021	2022	2023	2024	2025	Total
Staff Costs						-
Supplies/Materials						-
Facility Maintenance						-
Other (Insurance/Utilities)						-
Contractual Services						-
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<u>FUNDING SOURCES</u>						
Grant Income						-
Donations						-
User Fees						-
Other						-
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
NET LEVY REQUIREMENT	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
ESTIMATED ANNUAL BENEFIT	2021	2022	2023	2024	2025	Total
Increased Efficiency						-
Faster Service Delivery						-
Decreased Operating Costs						-
Decreased Maintenance Costs						-
ESTIMATED ANNUAL BENEFIT	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 5,000

GANTT CHART OF PROJECT ACTIVITIES

Memorial Park Seawall Replacement

Capital Improvement Program Request 2021-2025

Budget Amt: \$135,000

Start Date: 1/1/2021

Lead Person: Jamie Polley

End Date: 9/30/2021[illegible][illegible]

CITY OF WAUSAU

Capital Improvement Program Request 2021-2025

Project Title:	River Edge Trail -Thomas St to Wastewater Treatment Plant	Plan Year:	2021
Classification:	Equipment Purchase	Department:	Parks, Recreation & Forestry
Priority:	Medium	Contact Name:	Jamie Polley
Useful Life:	15 yrs		

PROJECT DESCRIPTION

Provide a brief description of the project or purchase

The City of Wausau has an easement along the Wisconsin River for the future River Edge Trail from Thomas St south to the Wastewater Treatment Plant. In 2021 we would like to install the first phase of this trail which includes the grading and gravel base.

PROJECT SCHEDULE: (PROVIDE DETAIL ON TIMING OF PROJECT DESIGN, BID, IMPLEMENTATION AND COMPLETION)

R.F.P.'s in March/April if needed, installation August 2021.

PROJECT PURPOSES: (Check all statements that apply)

☐	Addresses critical health or safety hazard.	☐	Serves to eliminate Blight
☒	Provides developed area with a comparable level of city services or facilities.	☐	Encourages economic development
☒	Maintains or enhances systems that support existing city services.	☒	Encourages revitalization, community aesthetics, or historic preservation
☒	Provides new service, facility, system or equipment.	☐	Provides other rehabilitation, replacement or new construction.
☐	Expands existing service into an undeveloped area.	☐	This project was identified in prior year CIP Plan requests
☐	Repairs, replaces or prevents a breakdown of an existing city facility, system, service or equipment.	☒	Improves resident quality of life in terms of recreational activities, personal enrichment or living conditions
☐	Supports a revenue generating service	☒	Contributes to a safe community

PROJECT OR PURCHASE JUSTIFICATION

Describe physical condition, demand/capacity, functionality and/or safety concerns or revenue generating potential that justifies the project/acquisition

In 2019 and 2020 the City completed the Master Plan for the River Edge Trail. It has been identified as a goal of the City to complete segments of the trail as opportunities become available. The City already has the easement from Thomas St to the Wastewater Treatment Plant. A first phase of the trail will be grade it level and install the gravel base. The installation of this segment of trail will allow the community to travel further south along the Wisconsin River. This trail segment will also allow residents from the neighborhood around the Wastewater Treatent Plant to travel north safely utilizing a trail instead of traveling on the streets.

IMPACT ON DEFERRED IMPLEMENTATION/PURCHASE

Describe how project deferral will impact future asset maintenance, economic growth, quality of service, efficiency or effectiveness, quality of life, safety, financing or other issues.

Not installing this segment of trail will not impact service or growth. It will postpone enhancing the quality of life for the community utilizing the trails.

RETURN ON INVESTMENT

Describe the financial benefits, cost savings or payback of the capital project such as grant funding, cost avoidance or operational cost or income benefits

Completing this segment in phases may not reduce the overall cost but allows for the project to be more manageable.

FINANCIAL DETAIL OF PROJECT

River Edge Trail -Thomas St to Wastewater Treatment Plant

CAPITAL BUDGET IMPACT	2021	2022	2023	2024	2025	Total
Planning / Design						-
Land / Acquisition						-
Construction / Maintenance						-
Equip/Veh/Furnishings						-
Other						-
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<u>FUNDING SOURCES</u>						
Grant Income						-
Donations						-
User Fees						-
Other						-
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
NET LEVY REQUIREMENT	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
OPERATING BUDGET IMPACT	2021	2022	2023	2024	2025	Total
Staff Costs						-
Supplies/Materials						-
Facility Maintenance						-
Other (Insurance/Utilities)						-
Contractual Services						-
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<u>FUNDING SOURCES</u>						
Grant Income						-
Donations						-
User Fees						-
Other						-
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
NET LEVY REQUIREMENT						
ESTIMATED ANNUAL BENEFIT	2021	2022	2023	2024	2025	Total
Increased Efficiency						-
Faster Service Delivery						-
Decreased Operating Costs						-
Decreased Maintenance Costs						-
ESTIMATED ANNUAL BENEFIT	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

CITY OF WAUSAU

Capital Improvement Program Request 2021-2025

Project Title:	Stewart Park Masonry Repairs	Plan Year:	2021
Classification:	Construction/Maintenance	Department:	Parks and Recreation
Priority:	Medium	Contact Name:	Jamie Polley
Useful Life:	30 yrs		

PROJECT DESCRIPTION

Provide a brief description of the project or purchase

This project will repair the granite wall and stage area and address tuck pointing of wall sections at Stewart Park.

PROJECT SCHEDULE: (PROVIDE DETAIL ON TIMING OF PROJECT DESIGN, BID, IMPLEMENTATION AND COMPLETION)

Design spring 2021, bid and construct spring/summer 2021

PROJECT PURPOSES: (Check all statements that apply)

☐	Addresses critical health or safety hazard.	☐	Serves to eliminate Blight
☐	Provides developed area with a comparable level of city services or facilities.	☐	Encourages economic development
☐	Maintains or enhances systems that support existing city services.	☒	Encourages revitalization, community aesthetics, or historic preservation
☐	Provides new service, facility, system or equipment.	☐	Provides other rehabilitation, replacement or new construction.
☐	Expands existing service into an undeveloped area.	☐	This project was identified in prior year CIP Plan requests
☒	Repairs, replaces or prevents a breakdown of an existing city facility, system, service or equipment.	☒	Improves resident quality of life in terms of recreational activities, personal enrichment or living conditions
☐	Supports a revenue generating service	☐	Contributes to a safe community

PROJECT OR PURCHASE JUSTIFICATION

Describe physical condition, demand/capacity, functionality and/or safety concerns or revenue generating potential that justifies the project/acquisition

Stewart Park has been part of the Wausau Park system since 1927 when the park and its improvements were donated by the Stewart family. The nearly 100 year old granite masonry structures are in need of repair and tuckpointing.

IMPACT ON DEFERRED IMPLEMENTATION/PURCHASE

Describe how project deferral will impact future asset maintenance, economic growth, quality of service, efficiency or effectiveness, quality of life, safety, financing or other issues.

Deferment of this project could result in the loss of a community landmark.

RETURN ON INVESTMENT

Describe the financial benefits, cost savings or payback of the capital project such as grant funding, cost avoidance or operational cost or income benefits

FINANCIAL DETAIL OF PROJECT

Stewart Park Masonry Repairs

CAPITAL BUDGET IMPACT	2021	2022	2023	2024	2025	Total
Planning / Design						-
Land / Acquisition						-
Construction / Maintenance	60,000					60,000
Equip/Veh/Furnishings						-
Other						-
Total	\$ 60,000	\$ -	\$ -	\$ -	\$ -	\$ 60,000
<u>FUNDING SOURCES</u>						
Grant Income						-
Donations						-
User Fees						-
Other						-
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
NET LEVY REQUIREMENT	\$ 60,000	\$ -	\$ -	\$ -	\$ -	\$ 60,000
OPERATING BUDGET IMPACT	2021	2022	2023	2024	2025	Total
Staff Costs						-
Supplies/Materials						-
Facility Maintenance						-
Other (Insurance/Utilities)						-
Contractual Services						-
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<u>FUNDING SOURCES</u>						
Grant Income						-
Donations						-
User Fees						-
Other						-
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
NET LEVY REQUIREMENT		\$ -	\$ -	\$ -	\$ -	
ESTIMATED ANNUAL BENEFIT	2021	2022	2023	2024	2025	Total
Increased Efficiency						-
Faster Service Delivery						-
Decreased Operating Costs						-
Decreased Maintenance Costs						-
ESTIMATED ANNUAL BENEFIT	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

GANTT CHART OF PROJECT ACTIVITIES

Stewart Park Masonry Repairs

Capital Improvement Program Request 2021-2025

Budget Amt: \$60,000

Start Date: 3/1/2021

Lead Person: Jamie Polley

End Date: 11/30/2021

[illegible][illegible]