



Public Facilities, Recreation & Special Events Department
 COVID-19 Recovery Plan

	Phase 1 May 1st	Phase 2 Mid to late May/early June	Phase 3 July 1 st
Impacted Services/Facilities	Parks – Parks, open space, paths and trails remain open with closed amenities Recreation – Adult Center and Recreation Centers and programs closed Civic Center – Not taking rentals reservations Special Events – Cancelled or postponed events CVB – Closed visitor center and office to public		
Triggers	Governor relaxing the Stay at Home Executive Order	Governor release of nearly all Executive Orders	County experiencing minimal new cases over several consecutive days
Objective	Allow employees to maintain physical distancing and proper Personal Protective Equipment (PPE)	Physical distancing guideline still in place and “high risk” restrictions	All functions and operations return to normal, including public outreach and education programs
Priorities by Division/Area	Staff telecommuting – Reduce from 5 days a week to 2 days	Staff telecommuting – Reduce to 1 day a week	Staff telecommuting – End and follow city policy
Recovery Efforts	Parks – Re-open amenities except restrooms, consider opening dog parks if CDC recommends Special Events – Begin planning summer band and fall virtual events CVB, Civic Center, Recreation – No change Continue social distancing, increased sanitation practices, and voluntary wearing of mask	Parks – Consider restroom openings if facility condition allows Recreation – Limited opening of Foothills Recreation Center, Tuesday-Saturday 10 am -5 pm for drop in only Civic Center – Begin taking future reservations Special Events – Start taking permit applications for new events, virtual summer band - June CVB – Re-open office and visitor center modified hours M-F 10am to 3pm Continue social distancing, increased sanitation practices, and voluntary wearing of mask	Parks – Normal schedule Recreation – Add hours to Foothills as staffing and guidelines allow. In July open swim as lifeguard availability allows for Rose Lane and Foothills. Youth and adult sports begin, consider summer camp if guidelines allow. Plan to reopen Adult Center and all normal programming as guidelines and staffing allows Civic Center – Normal operations Special Events – Announce future schedule of events and promote with social and virtual techniques CVB – Regular schedule Continue social distancing, increased sanitation practices, and voluntary wearing of mask
Permanent Operational Changes/New Efficiencies	Implement video/tele-conferencing as often as practical Adjust hours for Foothills Recreation Center based on demand/staffing Assess increased sanitation practices Address office culture in shared spaces		