

2021 Port Washington Raptors in the Park COVID-19 SAFE OPERATING PLAN

Recreation Director: Kiley Schulte

Email: kschulte@cpwwi.org

Phone: (262) 284-5881

Dates:

1. June 7
2. July 10
3. August 30

Times:

Set Up: 5:00 – 5:30 PM (6/7 and 8/30) 9:30-10:00 AM (7/10)

Operational Time: 5:30 – 7:30 PM (6/7 and 8/30) 10:00 AM -12:00 PM (7/10)

Tear Down: 7:30 – 8:00 PM (6/7 and 8/30) 12:00-12:30 PM (7/10)

Objectives:

1. Follow local and state guidelines for safe and healthy operations of Raptors in the Park.
2. Clearly communicate operations with Schlitz Audubon Staff and Community Participants.

Resources:

[Wisconsin Department of Health Services](#)

[CDC – Guidelines for Gatherings & Large Events](#)

Staff/Volunteers	<ol style="list-style-type: none"> 1. Must wear CDC-approved facemasks while on duty. 2. Must complete a virus screening form. 3. Provide all staff/volunteers training and enforce safe and healthy practices. 4. Separate duties for each staff/volunteer (i.e. sanitizer, server, transactions). 5. Staff/volunteers must monitor crowds and direct any customers not adhering to 6-foot distancing to disperse. Park area is large enough that 6-foot distancing can and must be maintained. 6. Keep all personal items, e.g., bags, phones, etc., out of serving areas. 7. Follow regular sanitation schedule for shared equipment. 8. Frequent hand washing required (at least 20 seconds with soap and water or use of sanitizer greater than 60 % alcohol content). 9. Avoid touching face. 10. No shaking hands. 11. If you feel sick or have any signs or symptoms of COVID-19, STAY HOME.
Operations	<ol style="list-style-type: none"> 1. Adhere to all City ordinances and Park Area & Facility Rental Policies and Procedures. 2. Picnic tables will be spaced throughout park. Map will be provided as to where picnic tables will be placed to allow for proper social distancing.

	<ol style="list-style-type: none"> 3. Only one volunteer assigned to handle payment/cash transactions. 4. Maintain hand sanitizing stations provided by the City. 5. Sanitize equipment and surfaces frequently including bathrooms, tables, countertops, and credit card screens. COVID-19 approved disinfectant spray will be provided for sanitization use. 6. Sanitizing wipes must be discarded after each use. Suggest use of paper towels for wiping down surfaces. 7. After customers or group leaves each table, sanitize with disinfectant spray and paper towels. There will be signage to mark sanitized tables. 8. Communicate to all customers that social distancing of 6-feet must be maintained unless within own family; ensure compliance. 9. Signage must be placed at the entrance areas, service counters, and on each table with the rules in place. 10. Inform Recreation Director of unsafe conditions requiring immediate attention.
<p>Schlitz Audubon Staff Communications</p>	<ol style="list-style-type: none"> 1. Partner staff from Schlitz Audubon will maintain at least 6 feet of distance between themselves, Recreation Staff/volunteers, and Community Participants. 2. Schlitz Audubon Partner staff will wear CDC approved face coverings while presenting.
<p>Participant Communications</p>	<ol style="list-style-type: none"> 1. Inform participants before entering about safe participation, via signage at entrance points and by email blasts/social media posts: <ol style="list-style-type: none"> A. Participate at Own Risk – Due to potential exposure to COVID-19, we ask all patrons to be respectful of others and observe social-distancing and CDC guidelines. B. Stay home if you are sick or in a high risk group and have not been vaccinated. C. Do not congregate in groups unless members of the same household and or family. Groups must be limited to no more than 10 people. D. Wear a mask when not seated at a table or on the grass. For the safety of staff and other customers, wear a face-covering when interacting with those not in house hold. E. Always maintain a 6-FOOT DISTANCE. Whenever waiting in line, maintain 6 feet of distance between yourself and others. F. Wash and sanitize your hands frequently. Wash your hands with soap and warm water in our restrooms. Hand sanitizer is encouraged before/after each trip to the bar or food counter/trucks. 2. Bring your own chairs and blankets, as seating is limited. 3. Please pay with credit card as often as possible. 4. No pets or smoking in the park/event grounds.