



**Carver
County
Parks**

11360 Highway 212 West, Suite 2
Cologne, MN 55322

**Park Commission Meeting
Wednesday, August 12, 2020**

**Lake Waconia Regional Park
8170 Paradise Lane
Waconia, MN 55387**

Site Tour 6:30 p.m.

**Regular meeting 7:15 p.m.
Waconia Event Center**

Agenda

- 1) Call Meeting to Order, Roll Call (7:15 p.m.)
- 2) Approval of the June 10, 2020 Regular Meeting Minutes (7:15 p.m.)
- 3) Additions or Deletions to the Agenda (7:20 p.m.)
- 4) Approval of Agenda (7:25 p.m.)
- 5) Commissioner Liaison Report (7:30 p.m.)
- 6) Open to the Public (7:35 p.m.)
- 7) New Business (7:40 p.m.)
 - a. Permit Requests
 - i. NYA High School Cross Country Meets
 - ii. Dave Daubert Speed Walking Marathon
 - b. 2021 Fee Schedule
- 8) Staff Reports (8:00 p.m.)
 - a. TH 5 Regional Trail
 - b. Lake Waconia Regional Park
 - c. Coney Island
 - d. Park Operations
- 9) Commission Member Reports (8:20 p.m.)
- 10) Set Next Meeting Date (8:30 p.m.) – September 9, 2020
- 11) Adjourn Meeting (8:35 p.m.)

Please note if a Commission Member cannot attend the meeting, please call the Park Office at 952-466-5250.

R:\Parks\Park Commission\Agenda's\2020\8-12-20.docx

Meeting Minutes

June 10, 2020

Members Present Via

Webex:

Gerald Bruner, Jim Boettcher, Curt Kobilarcsik, Scott Welvaert, Gary Van Eyll, Mark Lagergren

Staff Present:

Marty Walsh, Sam Pertz, Connie Keller

Call to Order:

Bruner called the meeting to order at **(6:30p.m.)**

Approval of Minutes:

(6:30p.m.)

Kobilarcsik motioned to approve the minutes of the May 28, 2020. Boettcher seconded the motion.
Motion passed 6 to 0.

Additions/Deletions to the Agenda: **(6:31p.m.)** None.

Approval of Agenda:

(6:31 p.m.)

Boettcher motioned to approve meeting agenda.
Van Eyll seconded the motion.
Motion passed 6 to 0.

Commissioner Liaison Report: **(6:31 p.m.)**

Unable to attend

Open to the Public:

(6:31p.m.)

None present

New Business

(6:32p.m.)

a. 2021 Operating Budget

Staff shared a power point to park commission members a preliminary operations and maintenance budget request. Staff stated that the initial budget guidelines that they are getting is that there won't be any budget increases due to possibility that property taxes might fall short due COVID19.

Staff shared graphs for the revenue and expense comparison from 2019 – 2021. Staff stated that revenue will be less for 2020, 2021 because of eliminating the park entrance fees. The expenses have increased over time due to salaries increasing and some onetime funding. Staff also shared graph on expense comparison by category, which consisted of salaries and benefits, services, supplies, capital expenditures. Staff explained what is associated with each category. Staff shared a graph on revenue items which consist of grants and stated that these grant funds help support two salaried park positions as well as help fund outreach programs that is being used for marketing. Other items consist of park fess, programs and events, commodity sales (firewood). A portion of funding from CRRRA supports administration position and maintenance position. Staff shared a graph on contracted services which consisted of brochures, subscription and dues, advertisement, electricity, trash. Professional and technical fees have increased due to master planning, lifeguard services, and archaeology work on the island. Data processing and dust control are all staying in line as past years.

Staff shared graph on rentals and service agreements. Vehicle maintenance is budget out of the public works operations and will not show up on park budget. Other items included building repairs, equipment repair, mileage, training, rentals, insurance, rec programs, and misc. expense. Staff stated that there is increase in

rentals due to changing our biffs to ADA accessible units as compared to regular biffs. Staff shared a graph on operating supplies which consist to office, general, custodial, LP gas, grounds, building, recreation, clothing, tools, shop supplies, and non-capital equipment (picnic tables, grills, replacement of paddle boats). Staff shared graph on equipment supplies which consist of gasoline, diesel which will be under the PW budget. Other items are lubricants, machinery parts, and vehicle parks. A graph also depicted grounds improvements, and budgeting for refunds.

Staff stated that there is not a lot of changes within the budget. The most noticeable change is the budgeted decrease in revenue due to park entrance fees being eliminated.

Staff also shared the parks and trails funding over the last 10 years. Sharing that most funds were used for capital improvements. Over the years' funds have also been used for outreach and connecting to people to outdoors, the parks programmer position and park natural resources supervisor position. Staff commented on the natural resource position that we will try again to hire later this year. Met Council has stated that we should plan on a 50% reduction in this fund.

Staff is not looking for a recommendation at this time due to the need to clarify some changes with the Finance Department and potentially balance budget by reducing expenditures.

Questions or Comments:

Bruner asked what type of clothing comes out of clothing category; Staff shared what clothing is provided to maintenance staff and seasonal staff through this category.

Bruner asked if all department that have motorized vehicles are going to the public works system; Staff stated that public works is going to a fleet system so they can track maintenance to vehicles and is a more organized system.

Bruner asked if the park is hit with a big storm or tornado, do we budget for that; staff stated that if large amount of damage it would be covered by insurance, smaller things would probably not be covered.

No other questions or comments

Staff Reports: (7:07 p.m.)

a. TH5 Arboretum Regional Trail Connection

Staff shared with park commission members that the City of Chanhassen and County Board approved the project and are waiting on the Arboretum to approve on Friday. Assuming approval, we will move forward with contract and meet with contractor for construction meeting. Staff stated we are down to the wire to get a claim in to MNDOT for retaining our federal funds. We still have some things to work through with utilities and working with contractor to work through efficiencies to help with reducing cost of project.

Staff also stated that DNR and other permitting agencies worked within the laws to make sure we are doing the right thing. They did not support a trail that did not have a boardwalk.

Questions or comments:

Bruner stated that the cost of the project is overwhelming; staff stated a large part of the cost is the underpass with retaining walls and the 1000-foot boardwalk. Those two items are large infrastructure items that add to the large cost.

Kobilarcsik stated he watched the City of Chanhassen meeting and he is happy that they agreed to the project; Conversation was had on the repayment process with the city and what that would look like.

Boettcher stated he also watched the meeting and commented on the process and stated that park staff did a good job with presentation. Conversation was had on delaying project and making it part of a future road project. The cost would have been substantially more for this trail.

No other questions or comments

b. Lake Minnewashta Regional Park, Lake Waconia Regional Park /Coney Island

Staff shared PowerPoint with pictures of Lake Minnewashta Regional Park of the beach area which showed people spaced out and signage that has been placed at the beach. Also shared pictures of boat trailers that parked outside of the boat landing at the park.

Staff shared pictures of Coney Island retaining wall. Work continued on the wall including the removal of a large tree. Other pictures showed the trails, erosion blanketing and topsoil, seeding of turf areas and fencing that was put around stone boat house on the east end of island.

Staff shared pictures of work at Lake Waconia Regional Park. These pictures consisted of storm sewer work, milling of asphalt roadway into the park, grading, trail work, roadway. Photos from the DNR site included grading of parking area, the boat access ramp, topsoil work and raingardens.

Questions or Comments:

Bruner stated that the retaining wall on the island looks very nice; Staff stated that they did a nice job with that wall.

Lagergren asked if things were on track to open the park; Staff stated that things are running behind due to running into utility issues, Met Council pipe work and the rain. All these items have delayed the work at the park. The park at this point may not open until later in July with possibility that it may not open at all this summer. Conversation was had on having people coming into the park without established turf and what that would look like with COVID.

Boettcher asked if Coney Island will open up this year; Staff stated that work is on track, but there is one structure that needs to be removed and some small punch list things that need to be completed. A dock will be installed later this summer which would lead to a soft opening to the island. Staff mentioned that we still don't have our service boat and trying to work something out with contractor to use their boat.

No other questions or comments

c. Park Operations

Staff shared with park commission members updates on the high use days at the boat landing and the new signage that was recently installed and how people are still not complying at the boat landing site. We are working with AIS staff to try and get people to comply with the boat landing rules. Staff has also been getting complaints from boaters about the boat ramp and how some are getting hung up on the ramp which is causing damage to their trailers.

Staff stated that if park commission members know of anyone that is looking for work, we are hiring for maintenance and park service attendants.

Camping services began last week, with last Friday being the first full weekend of camping. Things went well with our requirements that we needed to meet in order to open. Noticeable difference is that there are no office hours. We have an exterior customer service window and selling firewood through honor box system. We are attempting to promote single occupancy restrooms to campers. Small lengths of fence have been installed on a few sites to act as a barrier due to not having 50 ft spacing between sites that is recommended. Staff stated that things are going well with the new camp hosts.

Staff stated that the beaches opened on June 3rd after the County Board authorized. Things so far are going well. Lifeguards will start on Saturday June 13th and run through August 16th from noon to 6:00pm. Lifeguards will help communicate social distancing so we can keep the beaches open. Messaging includes newspaper article, social media, electronic signage and website information. The entrance at Lake Minnewashta on weekends will be staffed to provide customer information on beach capacity and boat access capacity as well as provide other options in the park if the beach is full.

Staff shared that the shelters will reopening with 50% capacity with most of our shelters being able to have 40 people and shelter #5 having capacity of 75. We will continue to work with Public Health Department on mitigating shelter use concerns. Water fountains will remain off for summer. We will delay renting the community room until mid- July as well as the group campsite area.

Rec services are still using the self-guided items and the story walks. Starting next week, we will start the more typically summer programming and start training programmers. Some of the things that will start including a revamped rental experience at Lake Minnewashta and some programs at Baylor Park. Some of the camps that we will still have is the paddle sports programs. We hope to have more opportunities after the 4th of July.

Staff also shared that the fireworks at Lake Minnewashta Regional Park will not take place.

Questions or Comments:

Boettcher commented on the boat landing parking and noticed last weekend there was no boats on the road. He also commented on the signs at the entrance and people not reading them. He commented that also putting more on the AIS inspectors might not be the best way. Conversation was had on the signage and controlling boats coming in and out of the park and controlling parking outside the boat landing and possibly using the Sheriff's Office.

No other questions or comments

Commission Member Reports: (8:01p.m.)

Lagergren stated that Baylor park is in great condition and the parks website on the COVID information also looks good. He received the postcard in the mail today and it looks very nice.

Burner stated that there are two candidates running in Carver County for state senate, he stated that one of them is in favor of parks and trails and the other is not.

Next Meeting Date: (8:04 p.m.)

Next meeting will be on July 8, 2020.

This meeting could possibly be held at Lake Waconia Regional Park, staff will confirm that meetings can be held.

Adjourn Meeting: (8:05 p.m.)

Boettcher motioned to adjourn the meeting.

Van Eyll seconded the motion.

Motion passed 6 to 0.

Final Minutes prepared by Connie Keller

Approved by Commission Chair





MEMO

TO: Members of the Park Commission

CC: Martin Walsh, Parks & Recreation Director

FROM: Sam Pertz, Parks & Recreation Supervisor

SUBJECT: Special Event Use Permit – H.S. Cross Country Endurance Events, ISD 108

DATE: August 3, 2020

This memorandum outlines the pertinent details for review and recommendation for issuance of a Special Event Use Permit to ISD 108, to conduct H.S. Cross Country endurance events which are planned to occur at Baylor Regional Park.

ISD 108 (NYA Central Schools) – 2019 H.S. Cross Country Endurance Events

- Date(s): (Each date would be a 3-team maximum per State HS League guidelines)
 - 9/3, 9/17, 10/1, 10/13
- Where: Baylor Regional Park, Camden Township
- What: Running Endurance Events for H.S. Athletes
- Attendance: Per Executive Order, attendance maximum of (250) people is applied, where no more than (25) people gathered in one area.
- Impact on Baylor Park: Use of prairie shelter for finish area, race routes utilize trail system within park, due to reduced participant and spectators, all parking is expected to be on site.
- Required Permit Items Obtained & Reviewed: Yes, process underway.
 - Events under COVID19 are required to prepare and execute a site & operations preparedness plan (see draft plan attached)
 - ✓ The Special Use Permit will be partially contingent on the review and approval by the County Public Health Department.
- Significant Elements/Items of Attention: These events will be the first special events on County Park property since the COVID19 pandemic. Appropriate operational controls and preparedness items are described in the plan. However, there is some level of risk of exposure for attendees at the event.
- Permit Fees: Applicable fees per the 2020 County Fee Schedule include team meet and shelter rental fees.
- Years with County Issued Use Permit: 20+ years.
- Staff Notes: There have been no prior issues with this event group. Additionally, significant time and energy has gone into how these events will function under COVID19 with buy-in from the school district and the athletic conference.

Recommendation: It is requested that the Park Commission recommend issuance of a Special Event Use Permit to ISD 108 Central Schools, and onto the County Board for permit issuance with further review & guidance by County Public Health experts as necessary.

COVID-19 Preparedness Plan

Central Raiders Cross Country

Central Raiders Cross Country is committed to providing a safe and healthy environment for all coaches, athletes and families. To ensure that, we have developed the following COVID-19 Preparedness Plan in response to the COVID-19 pandemic. Coaches and athletes are all responsible for implementing this plan. Our goal is to mitigate the potential for transmission of COVID-19, and that requires full cooperation from all. Only through this cooperative effort can we establish and maintain the safety and health of our community.

Our athletes are our most important assets. We are serious about safety and health and keeping our athletes safe. Full cooperation is essential in developing and implementing a successful COVID-19 Preparedness Plan.

This COVID-19 Plan follows the State High School League guidelines to include no more than three teams per meet with no scrimmages, invitationals or large events. This COVID-19 Preparedness Plan follows Centers for Disease Control and Prevention (CDC) and Minnesota Department of Health (MDH) guidelines.

<i>Screening and policies for coaches/athletes exhibiting signs & symptoms of COVID-19</i>	<i>Page 2</i>
<i>Handwashing</i>	<i>Page 2</i>
<i>Respiratory Etiquette</i>	<i>Page 3</i>
<i>Social Distancing</i>	<i>Page 3</i>
<i>Housekeeping</i>	<i>Page 3</i>
<i>Communication and Training</i>	<i>Page 4</i>

Appendix A: Daily Screening Tool

Appendix B: Stop the Spread of Germs Poster

Appendix C: MSHSL Guidelines for Cross Country

Screening and policies for coaches and athletes exhibiting signs and symptoms of COVID-19

Coaches and athletes have been encouraged to self-monitor for signs and symptoms of COVID-19. The following policies and procedures are being implemented to assess coaches' and athletes' health status prior to participating in practices and all meets and for athletes to report when they are sick or experiencing symptoms.

- *At all practices and meets, the following protocols will be followed:*
 - *All coaches and athletes will respond to a daily screener (Appendix A) before participation in practice or meets.*
 - *Any coach or athlete who responds "yes" to any of the questions on the screener will not participate in practice or meets and will be quarantined for the required amount of time (based on Central School guidelines).*
 - *Any coach or athlete experiencing symptoms at practice or at a meet will be sent home and will be quarantined for the required amount of time (based on Central School guidelines).*
- *At all away meets to include Baylor Park, the following protocols will be followed:*
 - *Coaches will ask each athlete to respond to a daily screener, to include a temperature check, prior to entering the bus for all meets.*
 - *Coaches from visiting teams will be asked to monitor each athlete with the daily screener and temperature check prior to arriving at Baylor Park.*
 - *Coaches of visiting teams will provide written documentation of the results of the screening and the names of all coaches, athletes and visitors attending a meeting for possible future tracking.*

Handwashing

Basic infection prevention measures are being implemented at our workplaces at all times. Coaches and athletes are instructed to wash their hands for at least 20 seconds with soap and water frequently throughout the day, but especially at the beginning and end of each practice or meet, prior to the consumption of any food or beverage and after using the toilet. Visitors at practices will be limited to essential staff only. However, all visitors to a practice or meet will be required to wash their hands prior to or immediately upon entering the site. In addition, hand sanitizer will be available at all practices with additional hand sanitizer stations available at all meets.

- *Coaches and athletes will be encouraged to wash their hands in the locker rooms prior and after each practice.*
- *Hand sanitizer is available for athletes at all practices with additional hand sanitizer stations available at all meets.*

Respiratory etiquette: Cover your cough or sneeze

Coaches and athletes are instructed to cover their mouth and nose with their sleeve or a tissue when coughing or sneezing and to avoid touching their face, in particular their mouth, nose and eyes, with their hands. They should dispose of tissues in the trash and wash or sanitize their hands immediately afterward.

Social distancing

Social distancing is being implemented in the workplace through the following engineering and administrative controls:

- *At all practices, the following protocols will be followed:*
 - *Coaches and athletes will practice social distancing during stretching and practice. Whenever possible, all stretching and practices will occur out of doors.*
 - *Practice will occur in pods of no more than 25 athletes.*
 - *Protective personal equipment (masks) will be worn by all coaches and athletes when at practice and at all meets.*
 - *No visitors will be allowed at practices.*
- *On the bus, the following protocols will be followed:*
 - *Busses will be at no more than 50% occupancy, with athletes sitting one to a seat, whenever possible.*
 - *Masks will be worn on the bus by all athletes and coaches.*
- *At all meets at Baylor Park, the following protocols will be followed:*
 - *Spectators will be asked to wear masks, when social distancing is difficult. Spectators will be limited so that total attendance (athletes, coaches, workers, spectators) will be less than 250.*
 - *Team sites will be clearly marked, larger than usual to accommodate 6 feet per individual and spaced throughout the park. Sites will be limited to 25 athletes per site.*
 - *Start line chutes will be as large as possible (approximately 10 meters per team) to minimize contact between athletes. Total number of athletes at a start line will be limited to no more than 25. Additional athletes will require a staggered start.*
 - *Finish line chute will be wide and short to minimize contact between athletes. Only coaches will have access to athletes in the chute area.*
 - *Documenting finish times and athlete names will be contactless. Athletes will wear numbers on their singlets, to be recorded by timing staff.*
 - *Any area in the race that is narrow will have additional fencing to provide a clear 6 foot social distance between spectators and athletes. Spectators will not be allowed in the woods.*

Housekeeping

Regular housekeeping practices are being implemented, including routine cleaning and disinfecting of work surfaces, equipment, tools and machinery, delivery vehicles and areas in the work environment, including restrooms, break rooms, lunch rooms, meeting rooms, and drop-off and pick-up locations. Frequent cleaning and disinfecting will be conducted in high-touch areas, such as busses and first aid kits.

- *At all practices, the following protocols will be followed:*
 - *Before and after practice, coaches or designees will clean any hard, common surfaces with disinfectants.*
 - *Coaches and athletes will not share equipment during practice or meets.*
- *At all meets, the following protocols will be followed:*
 - *Warmups will be placed in individually marked bags at the start line and transferred (without direct contact) to the team camp by the coach or designee.*
 - *Athletes will wear uniforms to all meets and will keep all personal supplies in a duffel bag at all times. This means there will be no unattended clothes in each team camp.*

Communications and training

This Preparedness Plan was communicated by the Coaches to all athletes the first week of practice and prior to all meets. Additional communication and training will be ongoing through email and team meetings and provided to all athletes who did not receive the initial training. Instructions will be communicated to families about how drop-off and pick-up of athletes will be conducted to ensure social distancing between the families, and about the recommendation that family members use face masks when at a meet. Coaches are to monitor how effective the program has been implemented. Coaches and athletes are to work through this new program together and update the training as necessary.

Coach Mark Lagergren: mlagergren@central.k12.mn.us

Coach Shawn Erickson: serickson@central.k12.mn.us

APPENDIX A

Daily Screener for COVID-19

VISITOR AND EMPLOYEE HEALTH SCREENING CHECKLIST



CONDUCT HEALTH SCREENING EACH TIME EMPLOYEES OR VISITORS ENTER THE FACILITY.

You may also opt to conduct temperature screening if it can be done with proper social distancing, protection, and hygiene protocols. However, temperature screening is not required.

If a worker or visitor answers "Yes" to any of the screening questions, they should be advised to go home, stay away from other people, and contact their health care provider.

Have you had any of the following symptoms since your last day at work or the last time you were here that you cannot attribute to another health condition?

Please answer "Yes" or "No" to each question. Do you have:

- Fever or feeling feverish?
- Chills?
- A new cough?
- Shortness of breath?
- A new sore throat?
- New muscle aches?
- New headache?
- New loss of smell or taste?

 MINNESOTA | 

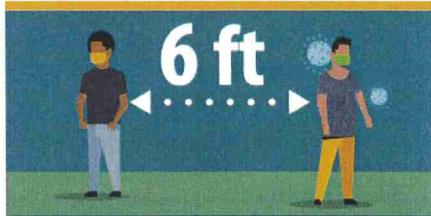
05/20/2020

APPENDIX B

Respiratory/Social Distancing Etiquette

Stop the Spread of Germs

Help prevent the spread of respiratory diseases like COVID-19.



Stay at least 6 feet
(about 2 arms' length)
from other people.



Cover your cough or sneeze with a
tissue, then throw the tissue in the
trash and wash your hands.



When in public, wear a
cloth face covering over
your nose and mouth.



Do not touch your
eyes, nose, and mouth.



Clean and disinfect
frequently touched
objects and surfaces.



Stay home when you are sick,
except to get medical care.



Wash your hands often with soap
and water for at least 20 seconds.



[cdc.gov/coronavirus](https://www.cdc.gov/coronavirus)

316977-4 May 13, 2020 11:00 AM

APPENDIX C

MSHSL Guidelines for Cross Country Fall 2020

In recognizing the risks associated with both fine arts and athletic opportunities as well as the benefits that participation in these same activities provides, the board approved the following for fall sports at the beginning of the 2020-2021 school year, with these requirements as a minimum:

- All aspects of athletics including meetings, practices, competitions, transportation and facility usage must align with the requirements of the Minnesota Department of Education plan for return to learning, must follow the requirements from the Minnesota Department of Health's Guidance on Youth Sports, and must include the required actions identified in the Governor's Executive Orders.
- Schools that choose to offer fall athletics (including Girls Tennis, Boys and Girls Cross Country, Boys and Girls Soccer and Girls Swimming and Diving) may begin practice on Monday, August 17th. For schools that are required by localized metrics to be in a distance learning mode, practices are limited to virtual contact only.
- Football and Girls Volleyball will be delayed until a spring season. This will require further work in scheduling seasons through the winter and spring to provide opportunities for participation in multiple activities with minimal overlap of seasons.
- The first week of practice should focus on implementing effective protocols and routines for pre-participation screenings, effective social distancing, compliance with all health recommendations, establishment of pod limits of 25 or less, and additional actions that mitigate the spread of disease and enhance safety of students and coaches.
- Athletic programs must follow the identified protocols for students or coaches who have tested positive, are experiencing symptoms consistent with a COVID-19 diagnosis, or have had exposure to an individual who has been diagnosed with COVID-19.
- The first day of competition is the later date of Monday, August 24th or the first possible date of competition as identified in the 500 series of MSHSL Bylaws per each activity.
- Interscholastic scrimmages will not be allowed.
- The number of teams involved in a competition will be limited to 3 teams.
- Season length will be reduced to 80% or less of the limit identified in Bylaw 501.
- The number of competitions will be reduced to 70% or less of the limit identified in Bylaw 501.
- Competitions must be held with local opponents, defined as teams within a conference, district or section, or are identified as local by school administration.
- Competitions held with opponents from other states are required to meet the following:
 - Full compliance with all requirements of the MSHSL and MDH
 - Opponents from other states may not exceed a distance greater than 75 miles from the Minnesota member school.

In addition to the information provided here, the MSHSL will provide sport specific guidance for each fall sport that will further identify any modifications and recommendations for both practice and competition in each sport.

<https://www.mshsl.org/about/news/league-news/mshsl-board-directors-meeting-august-4-2020>



MEMO

TO: Members of the Park Commission
CC: Martin Walsh, Parks & Recreation Director
FROM: Sam Pertz, Parks & Recreation Supervisor
SUBJECT: Special Event Use Permit – Competitive Speed Walking Marathon(s)
DATE: August 3, 2020

This memorandum outlines the pertinent details for review and recommendation for issuance of a Special Event Use Permit to an informal local group coordinating competitive speed walking marathon(s) which is planned to occur on the Dakota Rail Regional Trail.

Local (Informal) Group: Competitive Speed Walking Marathon

- Date(s): Saturday, September 19, 2020
- Where: Dakota Rail Regional Trail (generally between CR155 and Lester Prairie – McLeod Cty)
- What: Speed walking marathon(s) for adult athletes
- Attendance: Per Executive Order, attendance maximum of (250) people is applied, where no more than (25) people gathered in one area.
 - Event coordinator(s) anticipate a maximum of 100 people.
 - *Total registration to date is less than 25 people.
- Impact on Park System: Minimal use to regional trail facility. The primary segment of trail identified is between CR10 and the western county line. Weekends typically have more use; however, event fits the use of the facility.
- Required Permit Items Obtained & Reviewed: Yes, process underway.
 - Events under COVID19 are required to prepare and execute a site & operations preparedness plan (see attached draft)
 - The Use Permit will be partially contingent on the review and approval by the County Public Health Department.
- Significant Elements/Items of Attention: Event duration will be ~9 hours long, not including set-up and take-down time. Permit does not authorize the use of motorized equipment (unless needed for emergency) on the trail corridor. Exclusive use of the trail is not provided in the permit. Appropriate operational controls and preparedness items are described in the plan; however, some level of risk and exposure does remain to the County as the host site and the event attendees.
- Permit Fees: Applicable fees per the 2020 County Fee Schedule include permit application fee.
- Years with County Issued Use Permit: 3 years.
- Staff Notes: Staff sees no significant issue with the event and/or the permitting process. The permittee is an informal local group coordinating this event. The event is insured by the US Track and Field (USTF) organization as the race is USTF sanctioned.

Recommendation: It is requested that the Park Commission, recommend issuance of a Special Event Use Permit to the informal local group listed, and onto the County Board for final approval with further review & guidance by County Public Health experts as necessary.

COVID-19 Plan for We Walk! Marathon, Saturday, September 19, 2020.

The organizers of the We Walk! Marathon want the athletes, our volunteers, our contractors, the county, and any other concerned person, organization or government unit to understand the steps taken to comply with Minnesota Emergency Orders, and to follow guidelines from the various health agencies (MN Department of Health, CDC and WHO), and to follow guidelines from USA Track & Field (the governing body for road racing). We want to provide a safe event for all involved in it. We want people to have enough information about what we are doing so that they can make an informed decision on whether participating is a reasonable choice for their situation.

This plan may be adjusted as the pandemic evolves. This plan was made on July 23.

What we ask of participants (athletes, volunteers, contractors, county workers) that plan to be onsite on race day:

1. If you are sick, stay home.
2. When you enter Mayer Lutheran High School, wear a mask
3. Social Distance
4. If you feel sick during the event, contact the on-course EMT

The current executive order on face wearing face masks does not require them for athletes involved in outdoor recreational activities. Be aware that you may encounter members of the public using the trail in addition to people associated with the We Walk! Marathon. Many agencies have recommendations on how to wear a mask (see references below). You must decide what makes you feel comfortable. We recommend you follow your decision during your training.

We have removed or reduced opportunities where the event organization would cause people to congregate or athletes to interact significantly with volunteers

1. Limited registration to 200 (all distances). This means the density of people on the course will be very low, especially with the staggered start (see below)

2. No pre-race dinner on Friday
3. No pre-race food on Saturday morning.
4. Coffee service all Saturday – in ordinary to-go cups – at Mayer Lutheran High School
5. Assigned and staggered bib number and t-shirt pickup on Saturday morning
6. All distances are out-and-back from the start/finish line (no bus ride to the start)
7. Put the on-course EMT cell phone number into your phone
8. Immediate starting (no waiting) after pinning your bib number on
9. We provide individually packaged water, Gatorade and food at the water stops and at post-race. The volunteers only place the items on the table. Athletes select items from the table.
10. On-course clothing check: a volunteer hands the athlete a large clear plastic bag with a copy of their bib number inside, the athlete adds clothing, ties it shut and drops it in a plastic bin. The entire bin is brought back to the start line and arranged by bib number for athlete pickup after they finish.
11. Timing System provides almost immediate “chip” time (personalized time from your start to your finish)
12. Immediate finish medal – athletes pick it up from a table
13. No immediate age group place medals this year. We can't figure out how to do this with staggered starts.

We have changed our refund policy this year, allowing cancellations thru September 4 (two weeks before race day). We realize that an athlete's personal circumstances may change between registering and race day, and we want to give them as much time as possible to adjust without suffering significant financial penalty.

References:

MN Department of Health – Symptoms and Testing: COVID-19

<https://www.health.state.mn.us/diseases/coronavirus/symptoms.html>

MN Department of Health – Face Covering Requirements and Recommendations

<https://www.health.state.mn.us/diseases/coronavirus/facecover.html>

MN Department of Health – Protect Yourself & Others: COVID-19

<https://www.health.state.mn.us/diseases/coronavirus/prevention.html>

MN Department of Natural Resources & MN Department of Health – Outdoor Recreation, Facilities and Public Guidelines

https://staysafe.mn.gov/assets/outdoor-guidelines_tcm1152-435380.pdf

MN Department of Health – COVID-19 Sports Guidance for Youth and Athletes

<https://www.health.state.mn.us/diseases/coronavirus/sportsguide.pdf>

Centers for Disease Control and Prevention --- Use of Cloth Face Coverings

<https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/diy-cloth-face-coverings.html>

World Health Organization – Coronavirus disease (COVID-19) advice for the public: When and how to use masks

<https://www.who.int/emergencies/diseases/novel-coronavirus-2019/advice-for-public/when-and-how-to-use-masks>