



Item No. 14 Town of Atherton

CITY COUNCIL STAFF REPORT – CONSENT AGENDA

TO: HONORABLE MAYOR AND CITY COUNCIL

FROM: GEORGE RODERICKS, CITY MANAGER

DATE: OCTOBER 21, 2020

SUBJECT: CERTIFICATION OF CONTINUING EMERGENCY AND RATIFICATION OF SUCH RULES AND REGULATIONS ENACTED BY THE DIRECTOR OF EMERGENCY SERVICES IN RESPONSE TO COVID-19

RECOMMENDATION

It is recommended that the Council certify the continuing emergency and ratify such rules and regulations enacted by the Director of Emergency Services in response to COVID-19.

BACKGROUND | ANALYSIS

The City Council last met on September 16, 2020 and certified the continuing emergency and ratified such rules and regulations enacted by the Director of Emergency Services in response to COVID-19. Since that time, discussion was held by the Restart Subcommittee to discuss appropriate protocols and phasing for re-opening of playgrounds and par course equipment at Holbrook Palmer Park consistent with the County's re-opening phases.

Following that discussion, upon direction from the Director of Emergency Services, staff will be re-opening the facilities pursuant to County and State guidelines.

Playground and Swings

- Weekly cleaning of play equipment with disinfectant – playground/equipment may be closed to accommodate cleaning – use not permitted until equipment has dried.
- Locking intermediary swings to maintain social distancing. One standard, one bucket and the ADA swings would remain available for use.
- Posting of State Guidance and Advisory Notices in English and Spanish at the playgrounds.
- Reduce capacity of the playgrounds – 3 users per play area/structure at a time.
- Place physical distance markers – stickers/tape where allowed by surfacing to assist in maintaining social distancing and denote waiting areas.

Par Course

- Weekly cleaning of play equipment with disinfectant – playground/equipment may be closed to accommodate cleaning – use not permitted until equipment has dried.
- Posting of State Guidance and Advisory Notices in English and Spanish at each station.
- Reduce capacity of the par course – 1 user per station at a time.
- Place physical distance markers – stickers/tape where allowed by surfacing to assist in maintaining social distancing and denote waiting areas.

State guidance is available through the following link and outlined below:

<https://www.cdph.ca.gov/Programs/CID/DCDC/Pages/COVID-19/Outdoor%20Playgrounds%20and%20other%20Outdoor%20Recreational%20Facilities.aspx>

Visitors to outdoor community playgrounds must comply with the following requirements

1. Face masks over the mouth and nose are required for everyone 2 years of age or older with caregiver supervision at all times to ensure face mask use.
2. Do not use the playground when different households are unable to maintain a physical distance of 6 feet or when the capacity limit has been reached.
3. Caregivers must monitor to keep adults and children from different households at least 6 feet apart.
4. Consider coming on different times or days to avoid wait times and potential crowded times.
5. No eating or drinking in playground, to ensure face masks are worn at all times.
6. Wash or sanitize hands before and after using the playground.
7. Elderly and persons with underlying medical conditions should avoid playground when others are present.
8. Limit visit to 30 min per day when others are present

All playground facilities operators should review and follow these recommendations:

1. An adult must actively supervise each child at all times to make sure that children two years of age or older keep their face covering over their nose and mouth and stay 6 feet away from adults and children outside their household.
 - a. Children who are supervised by the same adult must stay together in the same play area or play structure at all times, to allow active supervision.
 - b. If an infant or child requires attention (nursing, diapering) that precludes an adult from actively supervising other children using the playground, the adult should ask the other children to leave the play structure/area and stay by the adult's side until needed care is complete.
2. People standing outside the playground, including people waiting to enter the playground, should remain 6 feet away from areas of the playground used by children and adults.
3. Maintain six-foot distancing between children and adults from different households including children using or waiting to use play structures or play areas, and families waiting to enter the playground.

4. Increase cleaning of frequently touched surfaces, daily as practicable.
5. To the extent feasible, provide handwashing stations or sanitizer to facilitate hand hygiene, especially during times of heavy usage. Use a hand sanitizer containing (60% ethanol or 70% isopropanol). Never use hand sanitizers with methanol due to its high toxicity to both children and adults.
6. Post the maximum number of children allowed at the entrance of each playground.
 - a. Determine and post the maximum occupancy of each play structure, (e.g., climbing structures, slides, swings, spinning structures, and sand areas) with 6 foot vertical and horizontal distancing.
 - b. Determine and post the maximum occupancy for supervising adults to ensure that each adult can maintain six feet of distance from other adults and children.
 - c. Provide directions on how to wait in line when maximum playground occupancy has been reached.
7. Mark playgrounds to help children and adults maintain 6 foot distancing.
 - a. Mark spaces for families to stand while waiting to enter the playground. The spaces should be far enough apart to allow 6 feet of distance between households.
 - b. For play structures or play areas that can hold more than one child while allowing 6 foot distancing:
 - i. Post the maximum number of children allowed on each structure/in each area to allow 6 foot distancing vertically and horizontally.
 - ii. For play structures or areas that can hold more than 1 child, consider marking with tape or other visual indicators to help children assess whether they are 6 feet apart.
 - c. Mark designated spaces 6 feet apart for children to stand while waiting to use a play structure/area.

Town operations continue to follow COVID-19 Protocols and staff continues to operate on an A-Team/B-Team approach to limit the number of staff in the office at any given time. Staff alternate their time in the office with remote work plans.

FISCAL IMPACT

Rental activity at the Park has been significantly impacted. Rental revenue is minimal. Staff does not anticipate a return to full rental revenue and/or activities in the current fiscal year. Building, Planning and Public Works activity are at normal levels.

The FY 2020/2021 Budget projected Park Program Revenue at approximately 80% of normal (\$166,740). Based on the State and County re-opening guidelines, staff anticipates that that revenue target is high and that actual revenues from park rental activity will be less. Exactly how much less is not predictable at this time.

POLICY FOCUS

Policy issues are limited to the continuing emergency.

PUBLIC NOTICE

Public notification was achieved by posting the agenda, with this agenda item being listed, at least 72 hours prior to the meeting in print and electronically. Information about the project is also

disseminated via the Town's electronic News Flash and Atherton Online. There are approximately 1,200 subscribers to the Town's electronic News Flash publications. Subscribers include residents as well as stakeholders – to include, but be not limited to, media outlets, school districts, Menlo Park Fire District, service providers (water, power, and sewer), and regional elected officials.

COMMISSION/COMMITTEE FEEDBACK/REFERRAL

This item ___ has or X has not been before a Town Committee or Commission.

- Audit/Finance Committee (meets every other month)
- Bicycle/Pedestrian Committee (meets as needed)
- Environmental Programs Committee (meets every other month)
- Park and Recreation Committee (meets each month)
- Planning Commission (meets each month)
- Rail Committee (meets every other month)
- Transportation Committee (meets every other month)

ATTACHMENTS

None.