

# Park, Recreation and Urban Tree Board Meeting

**Monday, June 15, 2020 – 6:30 p.m.**  
**Sherwood Village Hall**  
**W482 Clifton Road, Sherwood, WI**

NOTE: Due to COVID-19 restrictions, residents are not allowed in the Village Hall but may 'join' the meeting at 6:30pm via Webex meeting home page at [www.villageofsherwood.org](http://www.villageofsherwood.org). On the upper right-hand side of your computer screen you will see the link to join the Webex meeting. You may also print or save a copy of the complete meeting packet.

- 1) Call to Order and Roll Call
- 2) Pledge of Allegiance
- 3) Approval of the Agenda
- 4) Approval of Minutes: April 20, 2020
- 5) Registered Citizen Comments on Agenda Items
- 6) Chair's Report
- 7) Recreation Coordinator Report
  - a) Monthly Activity Logs
  - b) Past & Upcoming Events
- 8) Old Business:
  - a) Soccer Goals & Programming(Electric City) Info Only
- 9) New Business:
  - a) Trail Mapping (Cedar Corp) Consider/Recommend
  - b) Splash Pad;Touch Pad Controller(CRS) Consider/Recommend
  - c) Opening of Parks and Recreational Spaces-also see correspondences below Consider/Recommend
  - d) Pop up Library visit to Sherwood(Kaukauna Library) Consider/Recommend
- 10) Correspondences
  - a) Regarding Park Opening-Emails
    - 5-17-20 Krueger
    - 5-26-20 Long
    - 5-28-20 Sell
    - 6-3-20 Wall
    - 6-9-20 Adler
    - 6-9-20 Long
    - 6-10-20 Maynard-Phone Call
    - 6-11-20 Green Bay Daycare Phone Call
  - b) Times Villager 5-27-20
  - c) Post Crescent 5-29-20
- 11) Adjournment

Welcome to the Park, Recreation and Urban Tree (PRUT) Board Meeting! Please observe the following rules of conduct during the meeting:

1. Register to speak on the sign-in sheet on the table in the back of the room as you enter.
2. Speak only to issues on the Agenda.
3. Limit your presentation to three (3) minutes.
4. Do not address Board Members during their deliberations unless requested to do so.
5. Any item listed on the Agenda may be acted upon by the Board.
6. A Quorum of any other Board or Commission is incidental to this Meeting and no action shall be taken on their behalf.
7. Requests from persons w/ disabilities needing assistance to participate should be made to the Clerk (989-1589).

**Park, Recreation and Urban Tree Board Meeting Minutes**  
**March 16, 2020**

- 1) Call to Order and Roll Call – *Chairman Jack called the meeting to order with roll call at 6:30 p.m.*

<b><i>Present</i></b>	<b><i>Absent</i></b>
<i>Connie Bailey</i>	<i>Rich Storey</i>
<i>Ashley Baldwin</i>	<i>Bob Gillespie</i>
<i>Tom Jack</i>	<i>Ruth Sprangers</i>
<i>David Miller</i>	<b><i>Others Present</i></b>
	<i>Brenda Stumpf, Rec Coordinator</i>
  
- 2) Pledge of Allegiance – *Recited*
  
- 3) Approval of the Agenda – ***Bailey moved to approve the agenda. Baldwin seconded. Motion carried unanimously.***
  
- 4) Approval of Minutes: January 20, 2020 – ***Baldwin moved to approve the February 17, 2020 minutes. Bailey seconded. Motion carried unanimously.***
  
- 5) Registered Citizen Comments on Agenda Items – *None*
  
- 6) Chair’s Report – *Chairman Jack reported that he has had several people ask him if the trail will ever be replaced along Spring Hill Dr. He stated a lot of the people are really missing it*
  
- 7) Recreation Coordinator Report
  - a) Monthly Activity Logs – *Reviewed*
  
  - b) Past & Upcoming Events – *Daddy Daughter was held on March 14<sup>th</sup> at High Cliff event Center. 101 tickets were sold for the event. In regards to the pandemic of the COVID-19 those that signed up were sent an email stating that with the current situation if they choose to not attend they would get a refund. There were 4 couples back out of the event. Ended up with 92 attending.*
  
- 8) Old Business:
  - a) Soccer Goals – *We are still working with the former SAYSO group in regards to the soccer goals as well as the YMCA to figure out a solution.*

- 9) New Business
- a) Public Health Emergency Due to COVID-19-*Due to the current situation it was recommended to cancel the Easter Egg Hunt for 2020.*  
*Miller moved to recommend the Village Board to cancel the Easter Egg Hunt.*  
*Baldwin seconded. Motion carried unanimously*
- 10) Adjournment – *Baldwin moved to adjourn at 7:13 p.m. Baldwin seconded. Motion carried unanimously.*

Respectfully submitted for review and approval by Brenda Stumpf, Acting Clerk

# Park and Recreation

## March-20

### Day Monthly Activity Log

Sunday	1	
Monday	2	Looked into Story Walk and the rules and regs in regards. Posted on Facebook in regards to Daddy/Daughter Dance. Look back in minutes about soccer goals
Tuesday	3	Contacted SOS group in regards to programming. Updated and mailed out tickets for the Daddy/Daughter Dance. Sent in order for WPRA tickets for 2020. Posted on Facebook in regards to Soccer programming.
Wednesday	4	Forgot to fill out.
Thursday	5	Forgot to fill out.
Friday	6	Delivered board packets.
Saturday	7	
Sunday	8	
Monday	9	Forgot to fill out. Talked with Donna at CRS and tentatively are established a date for splash pad maintenance.
Tuesday	10	Forgot to fill out. Went back and forth with the YMCA in regards to the soccer goals.
Wednesday	11	Started ad for the seasonal employee. Sent out email to Daddy/Daughter Dance Attendees in regards to the evenings timeline.
Thursday	12	Went looking for Wipes and Sanitizers for office and events. Pretty scarce. Started packet for PRUT meeting. Wrote up minutes from last meeting. Worked on ad for Kaukauna Times for Seasonal Employee.
Friday	13	Finished PRUT packet. Put together final things in regards to Daddy/Daughter Dance. Picked up flowers. Ran for Hand Sanitizer. Delivered PRUT packets. Put email out to the Daddy/Daughter signups in regards to the dance in regards to the COVID-19
Saturday	14	Met with Randy and Closed gym in regard to COVID-19. Made signs, facebook posts, notified users. Daddy/Daughter Dance.
Sunday	15	
Monday	16	Cleaned up from Daddy Daughter Dance. Email a few other users groups in regards to gym closure. Prepared for PRUT meeting. Looked at other municipalities in regards to activity cancellation. PRUT meeting.
Tuesday	17	Filled out Special Volunteer Insurance form and submitted. Wrote up minutes and notes from the PRUT meeting. Tried to fill out this activity log that has been forgotten about.
Wednesday	18	Was notified that the Babysitting class needed to be rescheduled. Worked on rescheduling and notifying those that are signed up. Started cancelling rentals of community center and gym.
Thursday	19	Cleaned dog waste stations. Continued on cancelling rentals of community center and gym. Ran to get more gloves.
Friday	20	Put the list of absentee voter together and made the labels for mailing of absentee ballots.
Saturday	21	

# Park and Recreation

March-20

**Day**

**Monthly Activity Log**

Sunday	22	
Monday	23	Ran to find more gloves. Started researching and getting ideas for facebook to virtual egg hunt and/or other activities for the residents. Updated B-sit class in regards to cancellations due to date change. Took care of some cancellations for community center rentals in May.
Tuesday	24	Helped with absentee ballots, labels, lists and mailed. Comp time.
Wednesday	25	Made all signs and posts in regards to closing playgrounds, courts and parks and put up. Helped with absentee ballots, labels, lists and mailed.
Thursday	26	Helped with absentee ballots, labels, lists and mailed. Checked dog waste stations.
Friday	27	Started the refunding process for the Easter Egg Hunt. Put together scavenger hunt and emailed to group and put on Facebook. Comp time
Saturday	28	
Sunday	29	
Monday	30	Emptied dog waste stations. Helped with absentee ballots, labels, lists and mailing
Tuesday	31	Provided some family activities-bird feeder making- to residents through facebook and email. Helped with absentee ballots, labels list and mailing. Emailed Schenk in regards to info needed for the Park Impact Fee Study.

**Brenda Stumpf**  
Recreation Coordinator

**Date: March 31, 2020**

# Park and Recreation

## April-20

Day	Monthly Activity Log	
Wednesday	1	Helped with absentee ballots, labels, list and mailing. Replied to various emails from the past week. Set up appointment with CRS for tomorrow. Talked with FitCamp instructor in regards to payouts.
Thursday	2	Met with Tyler from CRS to replace parts in splash pad. Cleaned dog waste stations. Helped with absentee ballots, labels, list and mailing. Cancelled and refunded a Wanick Reservation.
Friday	3	Redid monthly forms. Helped with absentee ballots, labels, list and mailing. Half day off.
Saturday	4	
Sunday	5	
Monday	6	Sat in meeting for training for poll work in case needed for election. Took down plowing stakes at park. Make and put up a few more closed signs at the park.
Tuesday	7	Helped with miscellaneous election things.
Wednesday	8	This is what happens when I don't fill out daily. I forget.
Thursday	9	Picked up dog waste stations. Roped off park for vehicle access. Absentee ballots.
Friday	10	OFF. Good Friday. Got the Easter Bunny tour approved and put together a route.
Saturday	11	Toured the Village with the Easter bunny to replace the Easter Egg Hunt.
Sunday	12	
Monday	13	Refunded Easter Egg participants registration fees. Emailed those that are scheduled for events in regards to cancellations. Started get quotes for window replacement. Worked on absentee ballots.
Tuesday	14	Helped with election cleanup and finished up. Yes, All Day.
Wednesday	15	Put quotes together for window of pickup truck and got ordered. Put memo together in regards. Contacted those that did not respond to an initial email in regards to babysitting class that was to be held this weekend. Downloaded and converted pictures from Easter Parade. Read the WPRA updates on ZOOM meetings that have been held the last couple of days in regards to COVID-19 and what others are doing.
Thursday	16	Cleaned out dog waste stations. Put together incident report in regards to window. Comp time.
Friday	17	Continued cleanup of board room from election things and total wipe downs. Re-vamped the caution tape that is flagged at park to keep it closed.
Saturday	18	
Sunday	19	
Monday	20	Wrote up the Easter Bunny Tour report, in place of the Easter Egg Hunt. Called around to various landscapers to line up quotes for flower beds. Took a look at the budgets in regards to the soccer fields. Contacted Electric City in regards to the soccer program for this year. Started to put stuff in remodeled rec storage room.
Tuesday	21	Met with Musco lighting to upgrade a board in the lights for the basketball and tennis courts. Continued on arranging the new rec storage room.

# Park and Recreation

April-20

**Day**

**Monthly Activity Log**

Wednesday	22	Worked on the reimbursement of registrations to the Zumba and Fit Camp registrants. Also did the instructors payouts for the time. Responded to flower bed adopters emails. Ordered Splash pad part. Email the inspector the splash pad construction file for there files.
Thursday	23	Cleaned out dog waste stations and garbage. Submitted a park rental cancellation. Look at the gym rentals that need reimbursement. Put together memo for board meeting.
Friday	24	Read the minutes from the WPRA zoom meeting yesterday in regards to outdoor pools and splash pads. Looked into the May rentals for cancellations. Comp time.
Saturday	25	
Sunday	26	
Monday	27	Finished organizing the new rec storage area. Worked on clearing up a mix up in registrations for the Home Alone/Babysitting Class. Reached out to some contacts in regards to the S.O.S program.
Tuesday	28	Worked on cleaning out the shed. Was full of Halloween stuff yet. Brought most up to village hall and started to sort and organize.
Wednesday	29	Wrote letter and sent out refund checks for the cancelled fitcamp and Zumba classes. Met with Andy Stumpf in regards to soccer field. Ran for totes.
Thursday	30	Cleaned out dog waste stations. Ordered Flower bed signs. Met with Andy Stumpf at soccer fields to go over plan.

**Brenda Stumpf**  
Recreation Coordinator

**Date: April 30, 2020**

## 2020 1<sup>st</sup> Annual Daddy/Daughter Dance

Registration Fees	\$1,476.00
-refunds	132.00 (Refunds due to the COVID-19 outbreak starting)
<b>TOTAL</b>	<b>\$1,344.00</b>
Costs:	
Robinson Florist	285.00
High Cliff Event Center	\$1,631.44
Sound Sensations	900.00
<b>TOTAL COST</b>	<b>\$2,816.44</b>
<b>NET-/+</b>	<b>-\$1,472.44</b>

# Easter Bunny Tour Comments - 4-11-20



Village of Sherwood  
@VillageOfSherwood

- Home
- Posts
- Jobs
- Events
- Videos
- Photos
- About
- Community
- Groups
- Offers
- Fundraisers
- Insights
- Visit Ad Center

Liked Following Share

- Comment as Village of Sherwood
- Julie Gauss Scholl Thank you! This was such a happy part of our day! Thank you for what you do Village of Sherwood!
- Candi Kirschbaum Buss My son was so excited to see the easter bunny go by our house for thank you! Happy easter!
- Peter Lowe This was a great idea! It made everyone smile!
- Kari Lynn Thank you!! The kids thought this was so awesome!
- Thomas Beran Big applause to everyone, especially the Easter Bunny for making the special trip.
- Dawn Bella You guys did a great job! Happy Easter!
- Ethwina Mullally Thank you, really lovely our community!
- Danielle Marie Brick Thank you, the kids are still talking about it!! Such a good idea!
- Lori Krues You guys rock!
- Maria Harbath Thank you so much for doing this! Our little guy was so excited to see the Easter Bunny drive by our house!
- Nicole Tarenake Thank you for this!
- Mick and Mary J. Dallross Very nice! Enjoyed your drive but

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- Wisconsin Department of Transp...

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Rentals:

- May rentals were taken care of and there are not any.
- Wendy Wingers switched her Wanick Rental from June to August. I told her to send me an email for documentation.
- Terri Helms emailed on Friday about switching her date. I didn't do anything with it. Will have to take a look at June if things stay the same.

Soccer Fields: On Thursday and Friday, Andy Stumpf rolled, aerated and over seeded it the soccer fields. He mentioned we should NOT add weed control this year so the new seed can get established. I didn't have a chance to tell Scott this so he will need to be informed.

Splash Pad: It is still winterized. The control part should arrive sometime next week and should be installed to see if this will fix the problem. I was given the 'OK' to order chemicals from Hawkins, per Randy. I did not as the time I left on Friday, May 1. It takes a couple days to change over from Winter mode. We don't know if we are able to run it this Summer. But, it is good to know it will run if and when that times comes.

Flower Beds: Bonita Gillespie and Leigh Grube adopted 2 Wanick Park flower beds. (I can't thing of the names off the top of my head, but the garden by the Wanick Rock is adopted too.) They usually contact me via e-mail with any questions, comments or concerns and let me know when weeds need to be picked up, etc. Bonita has done this before but Leigh is new. I was in contact with Jean Kloehn in regards to signage for the beds – She was going to forward a layout when she had it ready for approval. One bed has not yet been adopted and will probably be left to the Village to do it. It needs some work to get it ready.

The Post Office planters are usually by me done by Memorial Day, so someone should take care of that.

Trilogy – Impact Fee Study: She will email me if needing anything. I would typically get her the information.

Home Alone/Babysitting Class: Scheduled for June 16<sup>th</sup>. I was waiting for one more confirmation regarding the date change. I believe it was for Brunell. I believe the class has 13 participants. If we cannot hold this class, it will need to be rescheduled or cancelled. Participants will need to be contacted.

Seniors of Sherwood: I put out a couple of feelers last week contacts I had regarding holding something related to this program. Basically was asking for there costs, materials needed, time needed, etc.

Park Maintenance: Normally at this time of the year I take care of some cutting and trimming at Wanick Park until the Summer Help comes aboard. I am guessing DPW will have take care of this while I am out.

Dog Waste Stations: These need to get picked up & refilled with bags at least once a week.

Tennis Courts: If the park opens, the tennis nets will need to be put up.

Trail Mapping: Tom Jack requested Cedar Corp provide a quote updating the Village Trail Map. In the PRUT mailbox is information Thad sent the quote with information about an Intern doing it this Summer. I am unsure if *Cedar* will still hire interns this Summer. We may have to check with Thad. The information should go to the PRUT Board. But, I am not sure this will require a meeting for them right now or not.

WPRA Information: They send updates regarding parks and programming that can be looked at for guidance. I don't believe any communities have parks completely roped off so the public cannot access by vehicle. But, they do have playgrounds roped off. I noticed a few parks were starting to clean everything with sanitizers so they were ready to hopefully open slowly.

## Brenda Stumpf

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**From:** Corey Ritchie <corey.ritchie@neenah.com>  
**Sent:** Tuesday, May 12, 2020 9:03 PM  
**To:** Brenda Stumpf  
**Cc:** Sam Bass  
**Subject:** RE: Soccer for 2020

Hi Brenda,

I wanted to see if you saw the note below about fall Soccer in Sherwood for Electric City. I have also copied Sam Bass on this email. He is the program coordinator for the rec program and is the main contact for the club.

We are hopeful there will be Soccer later this year!

Thanks,  
Corey

**From:** Corey Ritchie  
**Sent:** Friday, May 1, 2020 7:55 PM  
**To:** Brenda Stumpf <parkandrec@villageofsherwood.org>  
**Subject:** RE: Soccer for 2020



Hey Brenda,  
The spring soccer season is officially cancelled, this was for club soccer for the entire state of Wisconsin. There is a fall session that starts around August and I think goes into September/October. Hopefully we can have a fall season.  
Would you be ok if we try to have a fall session in Sherwood?

Thanks,  
Corey

**From:** Corey Ritchie  
**Sent:** Monday, April 20, 2020 10:11 AM  
**To:** Brenda Stumpf <parkandrec@villageofsherwood.org>  
**Subject:** RE: Soccer for 2020

Hey Brenda,

Yes, this does interfere with plans.

We are still planning to hold a season starting in mid-June, assuming the stay at home order is lifted in May. This would also mean that the season would run longer.

We are not communication plans yet until we get closer to see if this is actually a possibility.

We are really hoping to have a soccer season in Kaukauna and Sherwood this season.

Corey

## Brenda Stumpf

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**From:** Thad Majkowski <thad.majkowski@cedarcorp.com>  
**Sent:** Monday, March 16, 2020 1:16 PM  
**To:** Brenda Stumpf  
**Cc:** Randy Friday  
**Subject:** RE: Tail Map  
**Attachments:** LOA 5-10 Park Master Trail Map.pdf

Here's the Letter of Authorization. If we can wait till June for completion, we will have a GIS Intern on staff that can work on it. If you need now, let me know and we will get it done.

Thanks

### Thad M. Majkowski, P.E.

Director  
Cedar Corporation  
1695 Bellevue Street | Green Bay | WI | 54311  
Office: 920-491-9081 | TF: 800-472-7372  
Direct: 920-785-7302 | Mobile: 920-655-7929  
[thad.majkowski@cedarcorp.com](mailto:thad.majkowski@cedarcorp.com)  
[www.cedarcorp.com](http://www.cedarcorp.com) | [LinkedIn](#) | [Facebook](#) | [Twitter](#)

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**From:** Brenda Stumpf <parkandrec@villageofsherwood.org>  
**Sent:** Wednesday, February 5, 2020 1:36 PM  
**To:** Thad Majkowski <thad.majkowski@cedarcorp.com>  
**Subject:** RE: Tail Map

There is no big hurry on it. Just something that I think should get done sometime. We can meet to discuss what and how the map would be used, just let me know what works as I can usually accommodate anytime this time of year.

I would like to involve the PRUT chairman on this as well.

Thanks,

*Brenda Stumpf*  
*Recreation Coordinator*

*Village of Sherwood*  
*W482 Clifton Rd.*  
*Sherwood, WI 54169*  
*920-989-1589*

**From:** Thad Majkowski <thad.majkowski@cedarcorp.com>  
**Sent:** Wednesday, February 5, 2020 12:10 PM  
**To:** Brenda Stumpf <parkandrec@villageofsherwood.org>  
**Subject:** RE: Tail Map

Good hearing from you.

Yes, we can help you. When do you need it done? It would be best to meet and discuss what your final product would be and how you use this map. Then we can give you costs and a schedule.

Thanks

**Thad M. Majkowski, P.E.**

Director

Cedar Corporation

1695 Bellevue Street | Green Bay | WI | 54311

Office: 920-491-9081 | TF: 800-472-7372

Direct: 920-785-7302 | Mobile: 920-655-7929

[thad.majkowski@cedarcorp.com](mailto:thad.majkowski@cedarcorp.com)

[www.cedarcorp.com](http://www.cedarcorp.com) | [LinkedIn](#) | [Facebook](#) | [Twitter](#)

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**From:** Brenda Stumpf <[parkandrec@villageofsherwood.org](mailto:parkandrec@villageofsherwood.org)>

**Sent:** Wednesday, February 5, 2020 11:57 AM

**To:** Thad Majkowski <[thad.majkowski@cedarcorp.com](mailto:thad.majkowski@cedarcorp.com)>

**Subject:** Tail Map

Hello Thad-

Hope all is well with you, I haven't seen you lately.

I am inquiring in regards to getting our trails map updated and wondering if this is something that your firm can do. The last map we had done was in 2008 and I think it is about time that we update it. Could you please let me know if this is something you could help out with and if so an approximate cost to have it done.

Thanks,

*Brenda Stumpf*

*Recreation Coordinator*

*Village of Sherwood*

*W482 Clifton Rd.*

*Sherwood, WI 54169*

*920-989-1589*

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**Attachment B**  
**Village of Sherwood**  
**Authorization to Perform Engineering/Consulting Services**

Services will be performed in accordance with the Agreement for Professional Services, dated February 9, 2015, and Addendum No. 5, dated April 15, 2019, between the Village of Sherwood (Owner) and Cedar Corporation (Engineer).

Engineer is hereby authorized to proceed with the project listed below. The engineering/consulting services are to be completed in a timely manner mutually agreeable with the Owner and Engineer.

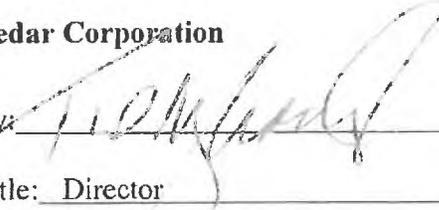
**Project:** Park Trail Map- Update

**Description:** Prepare a Park Trail Map Update for the entire Trail System within the Village.  
This Map will be similar to the Map from 2008 calling out the Parks and publically owned property to include a review set with changes.

Scope of Work	Method of Compensation	Cost Estimate
<input type="checkbox"/> Design (1.1)	<input checked="" type="checkbox"/> Hourly Estimate	\$ 550 - \$750
<input type="checkbox"/> Bidding and Contract Award (1.2)	<input type="checkbox"/> Lump Sum	\$
<input type="checkbox"/> General Project Administration (1.3)		
<input type="checkbox"/> Resident Engineering (1.4) – Part Time		
<input checked="" type="checkbox"/> Other Engineering (1.5)		
<input type="checkbox"/> Additional Services (1.6)		

**Describe:** Schedule to be completed by June 15, 2020.

**Cedar Corporation**

By: 

Title: Director

Date: March 16, 2020

**Authorized by:**

**Village of Sherwood**

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_



# MEMO

**FM: Recreation Coordinator**  
**TO: PRUT Board** (June 15, 2020 Agenda packet)  
**RE: Splash Pad Touch Pad Controller**  
**Date: June. 11, 2020**

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On April 2, 2020, Tyler from Commercial Recreation Specialists was here to do the replacement parts on the splash pad that was recommended for them to do last year. It was brought to our attention that the touch pad controller had gone out on the system. This could be just the screen itself or the whole controller. The system will not run without this. We were given 2 options at the time, the first option was to replace just the interface, which may or may not solve the problem. The second option was to order the whole controller. At the time, we had order the interface and we have that on hand. It has not been put in yet. If this does not fix the problem we can return it and order the complete controller.

I wanted to bring this to your attention as replacing the complete controller has a very hefty price. This will need to be fixed one way or the other in order for the pad to work. It will have to be figured out in regards to if the interface doesn't work, do we order the controller this year? Or if the splash pad doesn't run this year, do we wait. Even if the splash pad doesn't run this year for the public, the unit should run a couple of times so that it doesn't sit dormant for a year and a half.

Thanks,  
Brenda



**COMMERCIAL  
RECREATION  
SPECIALISTS**

**Quote**

Quote Number: 0015205  
Quote Date: 4/2/2020

Commercial Recreation Specialists  
807 Liberty Dr., Ste 101  
Verona, WI 53593-9160  
Ph: (877) 896-8442 Fx: (608) 848-8782  
43-2046045

<b>Bill To:</b>
Village of Sherwood W482 Clifton Road Sherwood, WI 54169

<b>Ship To:</b>
Village of Sherwood Brenda Stumpf W482 Clifton Road Sherwood, WI 54169 Ph: 920-989-1589

<b>Customer ID</b>	<b>Customer PO Number</b>	<b>Sales Rep Name</b>
VILLAGE OF SHERWOOD		CRS
<b>Valid Through</b>	<b>Shipping Method</b>	<b>Payment Terms</b>
5/2/2020	BEST WAY	Net 30

Item	Description	Quantity	Unit Cost	Amount
VO VOR-11900.0160	Siemens Touch Pad Interface	1.00	1,067.18	1,067.18
/FREIGHT	FedEx International Economy	1.00	95.00	95.00
	NOTE: Above pricing does not include installation. Tyler said that it's very straight-forward and should take ~ 10 minutes.			

**Note:** This quote is valid for 30 days. Please review the above information carefully. It defines your order as we understand it. If satisfactory, please sign and date below and fax to 608-848-8782, email back to your sales representative, or send a copy with your deposit to the address above. We will begin processing your order upon receipt of both your DEPOSIT AND APPROVAL SIGNATURE, per the terms indicated on your quote above. Additional surcharges may apply depending on final delivery address, actual delivery requirements and payment method. Please note that a 3% convenience fee may apply to credit card orders.

Net Order: 1,162.18  
Freight: 0.00  
Sales Tax: 0.00  
**Order Total: 1,162.18**

Customer Acceptance: \_\_\_\_\_ Date: \_\_\_\_\_

Donna



**COMMERCIAL  
RECREATION  
SPECIALISTS**

**Quote**

Quote Number: 0015206  
Quote Date: 4/3/2020

Commercial Recreation Specialists  
807 Liberty Dr., Ste 101  
Verona, WI 53593-9160  
Ph: (877) 896-8442 Fx: (608) 848-8782  
43-2046045

<b>Bill To:</b>
Village of Sherwood W482 Clifton Road Sherwood, WI 54169

<b>Ship To:</b>
Village of Sherwood Brenda Stumpf W482 Clifton Road Sherwood, WI 54169 Ph: 920-989-1589

<b>Customer ID</b>	<b>Customer PO Number</b>	<b>Sales Rep Name</b>
VILLAGE OF SHERWOOD		CRS
<b>Valid Through</b>	<b>Shipping Method</b>	<b>Payment Terms</b>
5/3/2020	BEST WAY	Net 30

Item	Description	Quantity	Unit Cost	Amount
VO VOR-33907.1070	Maestro Controller WQMS, 24 Out / 8 In, 120VAC	1.00	7,300.00	7,300.00
VO VOR-22900.1872-06	External Harness, 10', 24 Contact, for Controller (Included)	1.00	0.00	0.00
/FREIGHT	FedEx International Economy	1.00	140.00	140.00
	NOTE: Above pricing does not include installation. Tyler said that replacement is pretty straight forward and should take about 2 hours. He said that the challenging part may be labeling the wires that are in the old controller and installing them into the new controller.			
	OPTION: Installation = \$1,250 (Includes Travel Time)			

**Note:** This quote is valid for 30 days. Please review the above information carefully. It defines your order as we understand it. If satisfactory, please sign and date below and fax to 608-848-8782, email back to your sales representative, or send a copy with your deposit to the address above. We will begin processing your order upon receipt of both your DEPOSIT AND APPROVAL SIGNATURE, per the terms indicated on your quote above. Additional surcharges may apply depending on final delivery address, actual delivery requirements and payment method. Please note that a 3% convenience fee may apply to credit card orders.

Net Order: 7,440.00  
Freight: 0.00  
Sales Tax: 0.00  
**Order Total: 7,440.00**

Customer Acceptance: \_\_\_\_\_ Date: \_\_\_\_\_

# OPENING OF PARKS



**YES**



**NO**

**What would we open?**

**We would do nothing**

**-Playground/Courts-**Would we require any special sanitation? Would we monitor usage? If so, how? What about signage?

**-Bathrooms-**They normally get cleaned every morning. If opened, what special requirements would we need. How often should they be cleaned and who would clean them?

**-Rentals-**Would there be any stipulations? Limit the number in their party? Signage? Bathrooms? Sign Liability Waiver?

**-Splashpad-**How would we monitor the usage? what special rules would we need? Residents only option?

**-Planned Activities-**Listed on separate sheet.

## PLANNED ACTIVITIES-(Pertains if parks open)

Sunday Afternoon Entertainment-July 12<sup>th</sup> (Miller & Mike) and August 9<sup>th</sup> (Zoomalata Magic) These events, on an average, usually have about 25 attendees, give or take. Held at amphitheater and could limit the number of attendees.

Ice Cream Social-July 21<sup>st</sup>. This event usually draws about 100 people.

Movie Night-June 19<sup>th</sup> (postponed) and August 7<sup>th</sup>. This event usually draws 50 people typically. Held at amphitheater. We can limit the amount of people by tickets and possibly hold on soccer field for spacing.

Summerfest-August 16<sup>th</sup>

Tennis Lessons-This has approximately 25 registrants. Could easily run July sessions and limit the number of people. (If I still have an instructor)

Fitness Classes-Zumba and FitCamp. Zumba class average of participants is 20, Fit Camp is 7. These classes could be held outside.

If parks should remain closed, obviously these would all cancel. If parks would open, but bathrooms stay closed we would have to think about that in regards to the above list in regards to programs.

## 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 a break, health, and wellness. People are encouraged to use parks, trails, and open spaces safely 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. Public parks and recreational facilities can be operated and managed by groups such as:

- County, city, state, or national governments;
- Apartment complexes;
- Homeowners' associations.

## 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 should 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 to maintain a distance of 6 feet between others in all areas of the park.
- Covering coughs and sneezes with a tissue or the inside of the elbow. Used tissues should be thrown into 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.
  - If soap and water are not readily available, use hand sanitizer that contains at least 60% alcohol and rub hand together until dry.
  - Young children should be supervised to ensure they are using sanitizer safely.
- Avoiding touching eyes, nose, and mouth with unwashed hands.
- Using cloth face coverings as feasible. Face coverings are **most** essential in times when social distancing is difficult. Cloth face coverings should not be placed on:
  - Children younger than 2 years old
  - Anyone who has trouble breathing
  - Anyone who is unconscious, incapacitated or otherwise unable to remove the cloth face covering without assistance

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

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

- Operating 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 using EPA-registered disinfectants ☑ that are effective against SARS-CoV-2, the virus that causes COVID-19.
- Following the Guidance for Cleaning and Disinfecting to develop, implement, and maintain a plan to perform regular cleanings to reduce the risk of exposure to COVID-19.
- Regularly stocked with supplies for handwashing, including soap and paper towels for drying hands or hand sanitizer with at least 60% alcohol and no touch trash cans.
- In addition, advise employees to always wear gloves appropriate for the chemicals being used when they are cleaning and disinfecting, and that they may need additional PPE based on the setting and product. Employees should follow the directions on the label of the products. Ensure that cleaning products are stored properly and kept away from children.

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

## Keep swimming pools properly cleaned and disinfected.

Evidence suggests that COVID-19 cannot be spread to humans through most recreational water. Additionally, proper operation of these aquatic venues and disinfection of the water (with chlorine or bromine) should inactivate the virus that causes COVID-19.

- Refer to CDC's considerations for Public Pools, Hot Tubs, and Water Playgrounds During COVID-19 for additional information.
- Encourage social distancing of at least 6 feet between visitors by posting signs and modifying layouts of seating areas.
- CDC's Model Aquatic Health Code has more recommendations to prevent illness and injuries at public pools.

## 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 regarding the spread of COVID-19 and engage with federal, state, and/or local public health officials when deciding whether to postpone, cancel, or reduce the number of attendees (if possible) for gatherings.

## Be thoughtful about the re-opening and care of playgrounds.

- Consult with public health officials and refer to state and local regulations regarding the appropriate timing of re-opening playgrounds.
- Outdoor areas generally require normal routine cleaning and do not require disinfection. Spraying disinfectant on sidewalks and in parks is not an efficient use of disinfectant supplies and has not been proven to reduce the risk of COVID-19 to the public. You should continue existing cleaning and hygiene practices for outdoor areas.
- The targeted use of disinfectants can be done effectively, efficiently, and safely on outdoor hard surfaces and objects frequently touched by multiple people (e.g., handrails, benches); make sure disinfectant has thoroughly dried before allowing children to play.
- Ensure safe and correct use and storage of disinfectants, including storing products securely away from children.

## Make sure people are social distancing in the park.

In order to decrease the chance of COVID-19 spread, park administrators should consider:

- Monitoring 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 may place physical barriers in these areas and post signs communicating that the area is closed.
- Posting signs discouraging groups from gathering in larger numbers than are currently recommended or allowed.
- If necessary, consider providing physical guides to ensure that people remain at least 6 feet apart while in the park. For example, markings on the ground, colored tape, or signs (in appropriate languages) to indicate safe distances.

## Consider the appropriate timing and process for resuming youth camps, activities, and sports.

- Consult with public health officials and, as relevant, camps and youth sports leagues, about any plans for resuming activities and sports. Public health officials can provide guidance on appropriate timing of resumed activities in your community.
- When ready to resume camps, activities, and sports, review CDC's Considerations for Youth and Summer Camps and the Considerations for Operating Youth Sports for specific information on ways in which these organizations can protect campers, players, families, and communities, and slow the spread of COVID-19. These include promoting behaviors that reduce spread, maintaining healthy environments and healthy operations, and making plans for if someone in the program (campers, athletes, or staff) becomes sick. Consult with state and local health officials to determine if and how to put these considerations into place.

## Use flexible sick leave and telework policies, especially for staff at higher risk for severe illness from COVID-19.

- Remind staff to stay at home if they are sick.
- Be as flexible as possible with staff attendance and sick leave policies.
- 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.

- Provide staff with up-to-date information about COVID-19 in the local area 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.
- Recommend and reinforce use of cloth face coverings among staff. Cloth face coverings should not be placed on:
  - Children younger than 2 years old;
  - Anyone who has trouble breathing;
  - Anyone who is unconscious, incapacitated or otherwise unable to remove the cloth face covering without assistance.
- If staff develop symptoms consistent with COVID-19, such as fever, cough, or shortness of breath, while at work, immediately have them return home from the park as soon as possible. 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 Community-Related Exposure .

## 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: June 6, 2020



# 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.
  - CDC offers tips for identifying COVID-19 symptoms
  - 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**

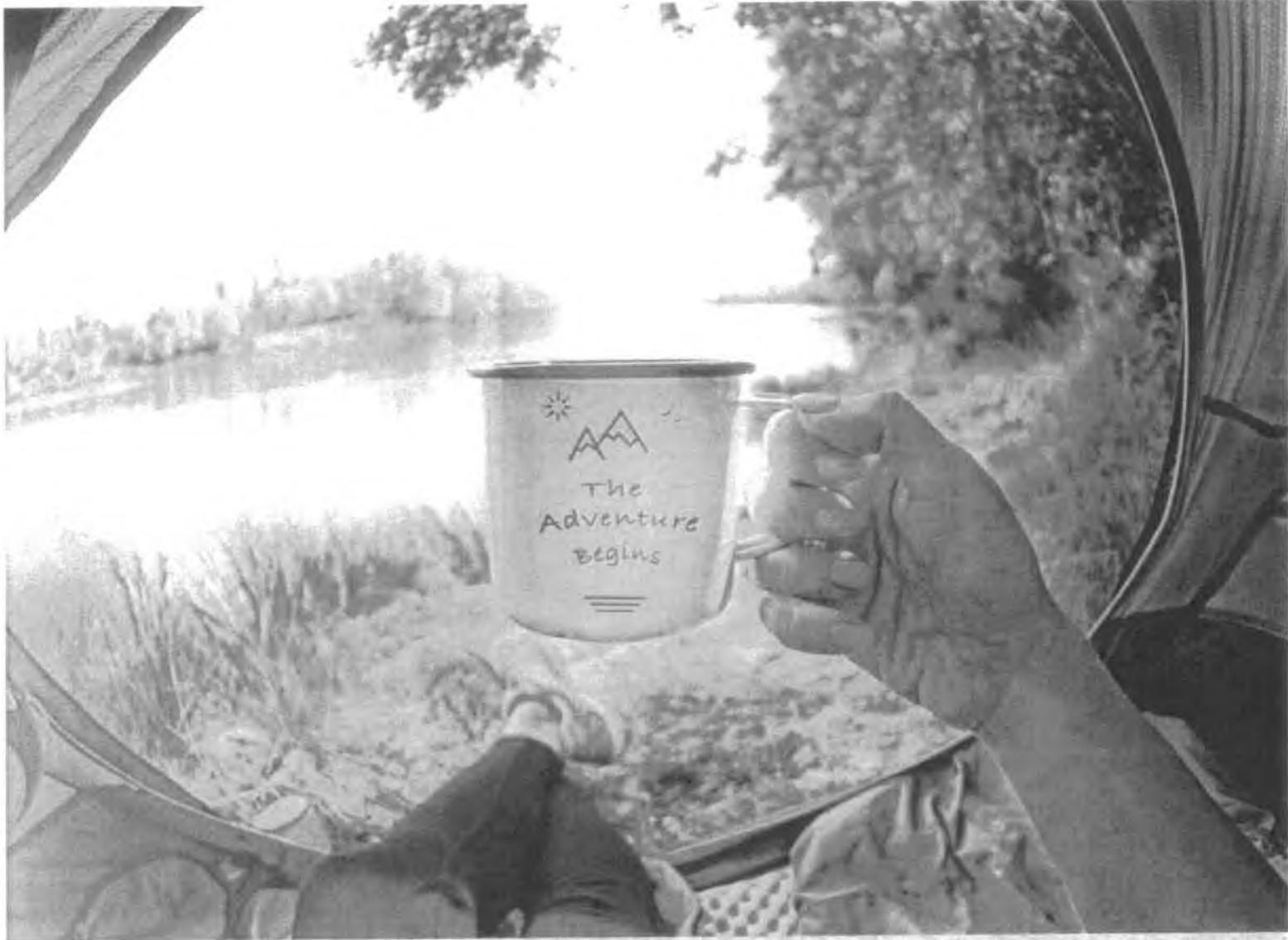
- CDC: Resources for Businesses and Employers
- OHSA: Guidance on Preparing Workplaces for COVID-19
- CDC: Healthy Swimming



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# WISCONSIN

GUIDANCE ON PREPARING WORKPLACES FOR COVID-19



OUTDOOR RECREATION



## Recommendations for Outdoor Recreation

If you utilize public lands for your business, understand that some areas and facilities may be closed. Check before you reopen, and abide by the land manager's rules.

### 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 towels, soap and hand sanitizer to allow employees to practice proper hand hygiene.
- Provide tissues for proper cough/sneeze etiquette and no-touch disposal receptacles.

### Face masks and cloth face coverings

- Employers should recommend use of face masks or cloth face coverings by employees when social distancing is not feasible in the work environment. Usage may be recommended for public-facing activities.

Outdoor recreation and natural amenities are among Wisconsin's best known and most loved features. Not only does the outdoor recreation sector encompass more than 30,000 direct employees, but it also has a strong impact on many other sectors, attracting visitors to rural markets and serving as a draw for residents relocating to the state. Because the Safer at Home Order took effect during the colder season, the initial effect for outdoor recreation businesses was limited, with some businesses needing to delay their seasonal opening dates. However, given the seasonality of the industry, maximizing revenues during the summer season is critical for these businesses' survival.

The rural and generally dispersed nature of many outdoor recreation activities bodes well for this industry, but customer safety is still of the utmost importance. Businesses will need to be sure they are allowing for the recommended social distancing and other measures to avoid the spread of COVID-19. Within those parameters, businesses have ample opportunities to create outdoor activities for individuals and household groups to enjoy.

This guide contains instructions for outdoor recreation businesses, including guide services, equipment rental, campground operators, golf courses and other outdoor experience operators. Keeping employees and customers safe is the number-one priority for all businesses. This document provides guidelines for protecting both of those groups. 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.

Businesses are expected to proactively ensure 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 installing signage instructing visitors to comply with distancing but not actually utilizing visual cues or physical barriers to support compliance).

- 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 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 customer use in your facility if they did not bring their own, and provide adequate 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, touch screens and check-out counters should be cleaned every two hours, or after each user if feasible. Bathrooms should be sanitized frequently.
- ▶ For campgrounds, laundry facilities and shower buildings should be sanitized more frequently.
- ▶ Showers may be closed to the public.
- ▶ Toilets exceeding the minimum number of required toilets in ATCP 79.16 may be closed to the public.
- ▶ Disinfecting wipes should not be used to wipe more than one surface. Discard after use or when wipe becomes visibly soiled.
- ▶ Cloth materials should be washed on the highest possible temperature setting and dried thoroughly.
- ▶ Equipment used in your business's activities (e.g., controls/handles, harnesses, helmets, shoes, paddles, rods, life vests) should be sanitized between uses. Equipment that cannot be sanitized should be quarantined for at least 24 hours between users.
- ▶ Remove or eliminate unnecessary touchpoints that cannot be sanitized between uses (e.g., rakes on golf courses, photo props, benches).
- ▶ For operator-provided camping units, after each guest stay:
  - ▶ If towels, linens or bedding are provided, launder these items at the highest appropriate temperature setting and dry completely.
  - ▶ Sanitize all multi-use utensils, dinnerware, ice buckets, coffeemakers and glassware.
  - ▶ Sanitize light switches, toilet, faucet handles and door handles.

## Social distancing

- ▶ Eliminate unnecessary physical contact between staff and customers, and maintain social distancing with a six-foot distance between individuals whenever possible. Social distancing should occur both inside buildings and outside, such as on golf courses and boat launches. 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 registration/cashier desk with a pass-through opening to exchange items as necessary.
- ▶ Establish self check-ins whenever possible.
- ▶ Occupancy of a single campsite should be limited to members of a single household or living unit.
- ▶ Mark any indoor or outdoor waiting areas to ensure compliance with social distancing standards.
- ▶ Use floor markings in entry and cash wrap areas to encourage social distancing.
- ▶ Instruct customers to maintain social distancing for the duration of their visit. For example, boaters should not raft up or pull up on common sandbars/beaches, golfers should not congregate at holes, and anglers should maintain the proper distance from one another.
- ▶ Common areas (such as changing rooms, lounge areas, locker rooms, courtesy food and beverage bars and child play areas) should be closed if it is not possible to enforce social distancing and sanitize them after each user. Services requiring personal interaction (such as guides or instructors) should maintain social distancing to the extent possible, including providing face masks for situations where parties will be sharing confined spaces (e.g., car, boat, harness).

## Additional customer protections

- ▶ Post signage at the entrance area and other locations letting customers know about changes to your policies and instructing them to stay away if they are experiencing COVID-like symptoms.
- ▶ Ensure handwashing or sanitizing stations (with at least 60% alcohol if providing hand sanitizer) are available for employees and customers, and encourage people 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), golf ball washers, rakes on golf courses, water coolers, photo props and benches.
- ▶ Use disposable instead of reusable items whenever possible. Provide adequate no-touch trash receptacles and increase trash removal frequency to accommodate increased waste.
- ▶ Continue offering virtual experiences and curbside pickup of physical goods to accommodate all customers if possible.
- ▶ Whenever possible, stagger participant start times to minimize interaction.
- ▶ Require all customers to make reservations, to ensure their information is available if contact tracing becomes necessary.
- ▶ If your business offers multiple product or service lines (e.g., a facility with on-site food and beverage, lodging or pools), adhere to all the relevant guidelines by industry.

## Group activity guidelines

- ▶ Do not congregate in parking lots, at trailheads, at boat launches, at overlooks etc. Wait for others to leave before entering a crowded area.
- ▶ Shared transport in vans, cars, etc., should be avoided unless a seat can be left empty between all riders who are not part of the same party. Encourage passengers to wear face masks, and sanitize vehicle after each use.
- ▶ Group events should be limited to 10 people. Use floor markings or chair placement to encourage safe spacing of participants.
- ▶ Conduct orientation or group training in large, well ventilated rooms, or outdoors.
- ▶ Campsites should be limited to members of a single household or living unit.



## More outdoor recreation resources

CDC Resources for Parks and Recreational Facilities:  
[www.cdc.gov](http://www.cdc.gov)

CDC Guidance for Administrators in Parks and Recreational Facilities: [www.cdc.gov](http://www.cdc.gov)

Wisconsin Department of Agriculture, Trade and Consumer Protection: [datcp.wi.gov](http://datcp.wi.gov)

### Industry-specific resources:

[International Mountain Biking Association](#)

[Wisconsin State Golf Association](#)

[Outdoor Industry Association](#)

[National Association of RV Parks and Campgrounds](#)

[United States Parachute Association](#)



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

5.7.2020

## Randy Friday

---

**From:** Kristy Van Hefty  
**Sent:** Wednesday, June 10, 2020 1:37 PM  
**To:** Brenda Stumpf  
**Cc:** Randy Friday  
**Subject:** Below is a list of non-resident calls that have come in the past couple days regarding when the splash pad will open

Regarding splash pad calls from non-resident people wanting to use the splash pad.

### 6-2-2020

Appleton (5)  
Kaukauna (1)  
Stockbridge (2)

### 6-3-2020

Chilton (1)  
Menasha (1)

### 6-4-2020

Appleton (1)  
Menasha (2)

### 6-8-2020

Appleton (1)  
Neenah (1)  
Menasha (1)  
Kimberly (1)  
Darboy (1)

### 6-9-2020

Kaukauna

### 6-10-2020

Appleton

*Kristy Van Hefty*  
*Office Coordinator*

Village of Sherwood  
W482 Clifton Road – P.O. Box 279  
Sherwood, WI 54169  
(920) 989-1589  
[officecoordinator@villageofsherwood.org](mailto:officecoordinator@villageofsherwood.org)  
[www.villageofsherwood.org](http://www.villageofsherwood.org)

Dear Friends of Wanick Choute Park,

It has come to my attention through conversations with the Village Administrator that there is no plan to reopen our park anytime soon. Though most every playground in the Fox Valley has reopened with no ill effect, ours remains closed. While I am thankful for the use of our trails and the nearby state park, my children and I are greatly missing the fun and exercise that our playground provides. Are you as well?

On June 15<sup>th</sup> at 6:30 pm the Parks and Rec board will be meeting to discuss the future of Wanick Choute Park. This will be a virtual meeting and is open to the public via the village website: [villageofsherwood.org](http://villageofsherwood.org). Just go to the website, scroll down, and click on "Join The Evening Board Meeting Here" or call them at: 1-408-418-9388.

If you want our park to reopen but would rather not participate in a virtual meeting, then please email Randy Friday (the Village Administrator) before June 15<sup>th</sup> and let him know that you are in support of opening our park. His email address is: [Administrator@villageofsherwood.org](mailto:Administrator@villageofsherwood.org). You can also call him at the Village Hall (920-989-1589).

While I understand that we all view our present circumstances differently and we must be sensitive to one another's views, I also believe that we parents, not the Village Board, are the ones to set boundaries for our children.

Thank you for taking time to read this letter. Please join me in reaching out to our Village Board so our voices can be heard.

Blessings,

Laurie Pluimer  
Sherwood Resident

## Brenda Stumpf

---

**From:** Adam Backus <Adam.Backus@calumetcounty.org>  
**Sent:** Thursday, June 11, 2020 9:19 AM  
**To:** Brenda Stumpf  
**Subject:** RE: Country Park Guidelines

Good Morning Brenda,

Here are the things we are currently doing and what we plan on doing.

**Playgrounds:** Just opened up last week. We placed a sign at each playground stating "Warning this Playground is not be Cleaned Use at Your Own Risk"

**Pit Toilets:** These have stayed open the entire time. Staff is cleaning them a few times a day. One deep clean and then walk through spray sanitize. We also put a cleaning chart up so that people know when the last time it was cleaned.

Our flush toilets, Nature Center and Office are still closed. However, here is our plan when we reopen them in the next few days.

**Flush Toilets:** They will be opened on limited hours. Staff will do one deep clean in the morning and once at night. They will be sanitized ever two hours. We have turned off our hand dryers and installed paper towel dispensers, no-touch garbage cans (basically no lid), and closed every other urinal and sink.

**Office/Concession:** We are asking our customers only to visit the office if they need to. We will have the plexiglass shields, hand sanitizer at the door, and the staff will be asked to wipe down high touch surfaces every hour or more based on traffic.

**Nature Center:** We will only open up the Nature Center during small group programs. We will try and do most of our programs outside with 12 people or less. A lot of our programs have been canceled for the season.

**Shelters:** We are allowing shelter rentals. We are suggesting no potluck, invite-only, and attached restrooms will be available for the renters only. The shelter will be cleaned before and after the reservation. We will not clean it throughout the day.

I have a full plan written up that is currently being reviewed by our County Administrator. I be willing to share it once I get it back.

### **Adam Backus - CPRP**

Parks Director  
Parks Department



N6150 County Road EE | Hilbert, WI 54129  
Phone (920) 439-1008 | Toll-Free (833) 620-2730  
Fax (920) 439-0970 | [www.calumetcountyparks.org](http://www.calumetcountyparks.org)

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## Brenda Stumpf

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**From:** Trevor W. Prusinski <trevor.prusinski@grandchute.net>  
**Sent:** Wednesday, June 10, 2020 2:04 PM  
**To:** Brenda Stumpf  
**Subject:** Grand Chute Status

Hi Brenda,

The Town of Grand Chute currently has bathrooms, pavilions and our community center open for rentals. We are continuing with the same cleaning schedule that we have used over the years being once per day and the user assumes the risk... the same idea as the playgrounds as we aren't cleaning those. We are not running any recreation programs and baseball is not permitted to play games, practice only. Pavilion and community center renters do have a waiver to sign before picking up the key, this was provided by our lawyer.

Trevor Prusinski  
Grand Chute Parks, Recreation & Forestry  
[trevor.prusinski@grandchute.net](mailto:trevor.prusinski@grandchute.net)  
Office: (920) 380-2949



## Town of Ledgeview Parks and Facilities COVID-19 Reopening Plan

Phases/Steps listed pertain to the gating criteria of the WI DHS Badger Bounce Back Plan. The current plan and criteria can be found at <https://www.dhs.wisconsin.gov/covid-19/prepare.htm>

**Throughout the Town of Ledgeview's reopening strategy for parks and related facilities, the Town will continue to be flexible, adjusting the response based on current conditions and guidance from the DHS and CDC. This plan will be revisited on a continual basis at the Town Board of Supervisors meeting until a status quo is reached. Staff and the public should be aware that at any point, public health officials may determine that more stringent mitigation measures may be necessary, including the possibility of reverting back to previous phases.**

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### General Public Guidelines for Use of Facilities

We need your help to ensure our phased reopening strategy is successful. Please help us and each other by following these general guidelines throughout all steps while using our facilities:

- Practice social distancing and maintain 6 feet of distance whenever possible. If facilities are busy, patiently wait at a safe distance or return at another time.
- Per CDC recommendation, wear a face covering, if you are able, when in public.
- Practice proper handwashing. Wash your hands with soap and water for 20 seconds. If handwashing isn't available, use hand sanitizer with at least 60% alcohol as per CDC recommendations.
- Parks and trails are open. Users are encouraged to follow all CDC guidelines while using parks and amenities.
- The restrooms at Ledgeview Park are open from 5:30am to 9:00pm, daily, and cleaned and sanitized once a day. Please be prepared to bring and use your own hand sanitizer, practice social distancing, and use good sanitizing practices.
- Playgrounds, picnic tables, benches, and other park surfaces will NOT be cleaned or sanitized. Users should be prepared to bring their own hand sanitizer.
- If playgrounds are busy, users should wait at a safe distance or come back at another time. Please note that playground surfaces are not and will NOT be cleaned or sanitized. Users should prepare to bring their own hand sanitizer to the park.
- The Town of Ledgeview does not run youth or adult sports. We will allow organizations to rent and reserve field space. These organizations will be required to follow the reopening plan as the Town has provided, in addition to their organization's return to play plans.
- Special guidelines for use of park facilities will be posted at all facilities. Users are encouraged to stop, read and adhere to these guidelines.
- Stay home if you are feeling sick.

**Town of Ledgeview Parks and Facilities COVID-19 Reopening Plan**

Phases/Steps listed pertain to the gating criteria of the WI DHS Badger Bounce Back Plan. The current plan and criteria can be found at <https://www.dhs.wisconsin.gov/covid-19/prepare.htm>

Facility	Current Status	Transition Actions	DHS and/or Brown County Health Dept. Recommendation*	Phase/Step 1 (Date 6/15/2020)	Phase/Step 2 (Date TBD based on CDC/DHS guidelines for open operations including large community gatherings)
<b>Restrooms</b>	Closed	Staff is working to secure quotes for additional cleaning and sanitizing frequency	<b>Brown County:</b> If you can't limit social distancing then sanitize frequently.	Ledgeview Park: Open w/daily cleaning and sanitized frequency Scray Hill Park: open with daily cleaning and sanitizing when youth sports begin at Scray Hill Park	All regular facility use and activities resume.
<b>Parks (greenspace) &amp; Trails</b>	Open	Update signage to current recommendations	<b>Brown County:</b> Signs are your friends. Post guidelines with statement "this is what we are recommending at this time". Recommend removing touchpoints (like picnic tables and benches, if possible). Trails: directional traffic flow on biking and hiking paths if possible	Open (no change)	All regular facility use and activities resume.

**Town of Ledgeview Parks and Facilities COVID-19 Reopening Plan**

Phases/Steps listed pertain to the gating criteria of the WI DHS Badger Bounce Back Plan. The current plan and criteria can be found at <https://www.dhs.wisconsin.gov/covid-19/prepare.htm>

<b>Athletic Facilities</b>	Open only to general users as a park facility, no organized practices	Monitor DHS, CDC, NRPA, and Aspen Institute guidelines.	<p><b>Brown County:</b> Recommend 10 or less. Could go to 50 or less in next 60-90 days</p> <p><b>DHS:</b> all youth sports to be postponed or cancelled for summer</p>	<p>Allow groups of 50 or less for practices and/or games</p> <ul style="list-style-type: none"> <li>• A phased plan from each user group is required for how they will be following recommended safety guidelines for 50 or less at practices and at games.</li> <li>• Groups that do not follow the 50 or less recommendations, social distance recommendations, and appropriate sanitizing recommendations will lose the ability to utilize facilities.</li> </ul>	All regular facility use and activities resume with no limit to attendance or group size.
<b>Park Shelters Rentals</b>	Closed	Update signage at shelters to current recommendations	<b>DHS:</b> Limit gatherings of 10 or more people, limit exposure in public spaces that compose of individuals outside of their immediate family.	Rentals allowed for groups of 50 or less, AND restrooms are open for use with daily cleaning and sanitizing.	All regular facility use and activities resume with limit of attendance or group size based on size of facility capacity.
<b>Community Center Rentals</b>	Closed		<b>DHS:</b> Limit gatherings of 10 or more people, limit exposure in public spaces that compose of individuals outside of their immediate family.	<p>Rentals allowed for groups of 50 or less.</p> <p>Community Center rentals limited to one a day.</p> <p>All reservations will require an additional restroom/facility cleaning and sanitizing if not on normal cleaning day schedule and/or if additional cleaning isn't already in place</p>	All regular facility use and activities resume with limit of attendance or group size based on size of facility capacity.

**Town of Ledgeview Parks and Facilities COVID-19 Reopening Plan**

Phases/Steps listed pertain to the gating criteria of the WI DHS Badger Bounce Back Plan. The current plan and criteria can be found at <https://www.dhs.wisconsin.gov/covid-19/prepare.htm>

<b>Playgrounds</b>	Closed	Continue to verify signage is at all playgrounds locations (6) and is prominently visible.	<b>Brown County:</b> Signs are your friends. Post guidelines with statement "this is what we are recommending at this time" Recommend removing touchpoints (like picnic tables and benches, if possible).	Open with increased signage indicating recommendations of following social distancing, hand sanitizing, hand washing, and the like.	Open
<b>Drinking Fountains</b>	Closed	Monitor DHS & CDC guidelines	<b>Brown County:</b> Recommend removing touchpoints (like picnic tables and benches, if possible). <b>DHS:</b> Sanitize frequently	Closed	All regular facility use and activities resume.

**Staff also recommends monitoring neighboring municipalities for their decisions on facility opening and closures to provide consistency amongst the public and shared users.**

\*As per Brown County Health Department Town Hall Virtual Meeting on 5/20/2020 8:30am call.

\*\*<https://www.dhs.wisconsin.gov/covid-19/community.htm>



Neenah Parks & Recreation  
@NeenahParksRec

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City of Neenah – Park and Recreation Department

June 10 2020 - Weekly Update

Help Us Out: Please read all information thoroughly. Most answers to questions are found in the posted information.

Recreation Program Participants: Please regularly check your emails for specific program updates. If there are program changes or cancellations you will be contacted.

Neenah Community Band: June and July concerts are cancelled. Studying options for August!

Riverside Players: Main performances are cancelled. However Riverside Players will be hosting a free Summer Concert July 30 – August 2 beginning at 8:00p each evening. Donations welcomed.

Splash Pad: Opens Monday, June 15 from 10a – 6p.

Park Restrooms: All facilities will be opened by Monday, June 15. Tullar restrooms are not open to the public. Public restrooms at Washington are located in the small building between tennis courts and play equipment.

Pool: Opens to City of Neenah residents on Friday, June 12. Please see our web site for specific information.

<https://www.ci.neenah.wi.us/d/parks-recreation/neenah-pool/>

CommunityFest: July 3rd and 4th activities at Riverside Park are cancelled.

July 4th Festival Fireworks: Fireworks will be shot off from Arrowhead Park beginning at 9:45p.

Individuals will not be permitted within Arrowhead Park including the Loop the Lake Trail. Test shells will be shot off beginning at 8:30p and then again at 15 minute intervals to give residents an opportunity to confirm visibility of fireworks display.

Future Neenah, Inc: Farmers Market begins on Sat. June 13: 8a – Noon.

Thank you once again for your patience and understanding as we work to open your parks and recreation system.

39 2 Comments 15 Shares

Like Comment Share

Send Message

- Phone: (920) 886-6060
- Send Message
- Website: [www.ci.neenah.wi.us/departments/parks-and-rec](http://www.ci.neenah.wi.us/departments/parks-and-rec)
- Category: Sports & Recreation Park Community Organization
- Price Range: \$
- Hours: 7:30 AM - 4:30 PM (Closes in 55 minutes)
- Suggest Edit

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Parents and Caregivers,

**SUMMER IS HERE!** We are looking forward to providing a full summer of fun and exciting programs. Your children are important to us, and the summer Playground/Sports staff are excited to meet you and your children. Please keep in mind that the first week of classes can be an adjustment period for staff, children, and parents/caregivers. First time job or new classes with new friends can often create nervousness and jitters, so please be patient with all involved. We ask for your flexibility, patience, and understanding as we continue to learn more and work through the ever changing COVID-19 pandemic.

**We have created plans to ensure the health and safety of our staff and participants:**

- Staff will sign children in and out
- Hand sanitizer will be available for anyone who wants to use it
- Participants who are feeling ill will be sent home and must be picked up within 30 minutes
- Snacks will not be served to limit hand contact with the face and mouth
- After each class, all equipment will be sanitized using Lysol spray and/or wipes
- Staff and participants will be encouraged to wash hands or use sanitizer frequently, cover coughs or sneezes, and refrain from sharing water bottles.

**Here are some helpful class tips and information:**

- Have your child use the bathroom before class, if possible.
- Please bring a water bottle to class. Place child's name on the bottle. Don't forget to bring it home.
- Depending on where your class is held, poor weather conditions may cancel classes from time to time. Please call our **Activity Cancellation Line 886-6068** or visit our website [www.neenahgov.org](http://www.neenahgov.org). Like us on Facebook – Neenah Parks & Recreation where we post it as well. We make every effort to get the information out as soon as a decision is made.
- Days with extreme heat are typically not cancelled. We will limit physical activities and increase water breaks. Parents are often the best decision makers for your child on these days.
- Remember to apply sun screen and insect spray prior to class.

If you have questions, concerns, or want to let me know how your family enjoyed our summer programs, please contact me at 886-6060 or [sschott@ci.neenah.wi.us](mailto:sschott@ci.neenah.wi.us) .

Have a great summer!

*Stephanie Schott*

Stephanie Schott  
Recreation Supervisor  
Neenah Parks & Recreation

## Brenda Stumpf

---

**From:** Butteris, Kristine A. <Kristine.Butteris@outagamie.org>  
**Sent:** Wednesday, June 10, 2020 9:54 AM  
**To:** Brenda Stumpf  
**Subject:** Reopening Guidelines  
**Attachments:** Restroom Sign.docx

Hi Brenda,

We just opened one of our public restrooms on June 6<sup>th</sup> as well as allowing shelter rentals to resume. We posted this sign on the restrooms and we have social distancing signs on all of our shelters. We have not given limited capacity guidelines for shelters, we just tell them to use social distancing practices as it is really hard for us to police the number of people at a shelter.

Thank you,

Kristine Butteris



Kristine Butteris – Management Assistant

Outagamie County Parks System  
1375 E. Broadway Drive  
Appleton, WI 54913  
920-832-4791  
[www.outagamie.org/parks](http://www.outagamie.org/parks)

Due to COVID-19 restroom cleaning and sanitizing recommendations

# Restrooms will be...

- **SINGLE USE**

- Please wait for the person using the facility to leave before entering the restroom.

- **Cleaned once per day and sanitizing multiple times throughout the day.**

- **Open from 8:00 AM to 9:00 PM.**

Please remember to keep 6 feet distance from others.



# Help keep park spaces safe and open during COVID-19 by practicing the following:

- ✓ Stay home if you are ill. 
- ✓ Gatherings must be limited to **no more than 50 people** at one time. 
- ✓ Maintain at least 6 feet between people outside of your household at all times. 
- ✓ Bring your own disinfecting materials and hand soap/sanitizer. 
- ✓ Do not share food or beverages. Avoid having a food buffet, serving food family style or a potluck. 
- ✓ Do not leave trash behind. 
- ✓ Consider wearing a face-covering. 
- ✓ Avoid touching common touchpoints (tables and park equipment have not been sanitized). 
- ✓ Avoid direct contact with others, such as hugs and handshakes. 
- ✓ Drinking fountains are not available. 

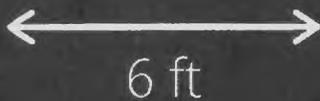


CITY OF ASHLAND PARKS AND REC

# COVID-19 Safety Guidelines



Feel Sick? Please Stay at home. Have a cough or fever? Call your doctor.



Physically Distance 6 feet from others. Maintain a safe distance from others not in your household.



Avoid Congregating. Maintain a safe distance and allow others to leave before entering crowded areas



Use playgrounds, picnic tables, drinking fountains or other shared equipment At Your Own Risk. These items are not being sanitized.



Wash your hands often and thoroughly. Wash hands for 20 seconds with soap and water or use an alcohol based hand sanitizer

*Find yourself next to the water*

ASHLAND  
WISCONSIN

## **Prairie du Chien Parks & Recreation Department**

### **Aquatic Park Wellness Initiatives**

We continue to monitor the recommendations from the CDC and follow the guidelines set by the State of Wisconsin, Crawford County, and the City of Prairie du Chien Council. The information continues to be fluid with frequent changes. What you see below now, likely won't be the same during your visit. But we are committed to this evolving process.

We want you to have confidence in your time with us to focus on the family memories instead of the worry. We feel it's important to give you as much information as possible about the things we are doing to ensure your safety.

#### **WELLNESS INITIATIVES:**

- We ask that all guests respect a proper physical distance staying 6-feet from anyone not in your group.
- Customer capacity will be reduced to 94 (25%) and patrons will be denied entry once the maximum capacity for safe social distancing has been reached.
- (Note 336 is Max currently)
- Stickers/arrows on the floor will be used to direct customer traffic patterns to minimize interactions and maintain a 6-foot distance within and outside the pool area.
- We will provide sanitizer for proper hand hygiene for employees and customers.
- Sanitizer stations will be located within the facility.
- We will provide proper sanitizing stations
- Signage will be hung, reinforcing proper hygiene.
- Cash-free methods of payment available and encouraged.
- We will be using Hospital-grade disinfectant when sanitizing.
- We will be implementing a Wellness Host. This person will communicate safety initiatives and monitor our new health standards.
- We are considering all recommendations provided by the CDC and U.S. public health officials. If masks are required to be worn, we will be ready if

mandated. If sneeze-guards become necessary, we will add. We will take all steps necessary in order to safely operate.

- Common-area cleaners will wear gloves.
- Continued deep-cleaning of high touch point surfaces and document all cleaning procedures and products.
- Only one designated entrance way and exist way will be permitted into and out of the pool.
- All interior doors that are able, will be propped open. When doors can't be propped open, sanitation wipes will be readily available.
- We will provide adequate trash receptacles and increase removal frequency to accommodate all customer's needs.
- No shared equipment will be used at any time.
- Diving Boards will not be available.
- Bathroom/Showers will not be available. Porta potties will be utilized and cleaned on a regular basis.
- Patrons will be directed to designated "circled" areas on the grass and deck to keep social distancing guidelines intact.
- Other designated social distancing areas will be provided

#### **PATRON SERVICE WELLNESS INITIATIVES**

- All touch point areas will be sanitized after each transaction.
- We ask that only one family member checks in at the front desk.
- Physical distancing initiatives will be implemented for safe queuing for the slide.
- The CDC states, "There is no evidence that COVID-19 can be spread to humans through the use of pools and hot tubs. Proper operation, maintenance, and disinfection (e.g., with chlorine and bromine) of pools and hot tubs should remove or inactivate the virus that causes COVID-19"
- EPA approved chemicals are used and safety protocols meet or exceed industry standards.
- Loungers and Picnic Tables will be removed to limit touch points so patrons need to bring their own.
- We will be offering alternative times for at-risk populations.

- Programmed events including Water Aerobics and Swim Team should be limited to 10 persons in any given space/time frame and expanded to 50 in Phase 2 of the Badger Bounce Back program.
- For Lap Swimming one patron per lane is allowed. Patrons are expected to swim in the middle of the lane to allow for maximum distance.
- Where possible, event attendance should be staggered to minimize overlap and reduce density of patrons.
- In order to avoid close contact no swim lessons will be offered at this time.

### **ADDITIONAL WATERPARK PROTOCOLS**

- Lifeguard Chairs will be sanitized during rotation.
- Lifeguards will not be assigned additional duties.
- Each Lifeguard will be assigned their own rescue tube, masks, and First Aid pouch.
- All Lifeguard stations will have a 6-foot designated radius.
- At this time no concessions will be available and patrons will have to bring their own beverages/snacks but must clean up immediately when they are finished.
- The slide upper entry area will be sanitized after each use.
- Wading Pools must be staffed by an attendant to monitor usage
- Timing of sending riders down the slide must allow for one person to be in the plunge pool at a time.

### **STAFF RESPONSIBILITY WELLNESS INITIATIVES**

- Staff will be required to complete wellness and safety training prior to returning to work. Training will include OSHA and CDC requirements
- All shared equipment, including radios, phones, computers, payment area will be sanitized after every use
- Staff will only be allowed into Lifeguard room one at a time and adhere to social distancing guidelines at all times.

- The shelter will serve as a staff meeting area and off limits to the public with picnic tables placed 6 feet apart and cleaned on a regular basis.
- All state and federal guidelines regarding gloves and face masks for staff will be followed.
- All staff are required to stay home if they are feeling ill.
- Staff with exposure or symptoms of COVID-19 will be required to stay home and follow isolation protocol for 14 days.

As more information becomes available, we will continue to make adjustments to support the safety and well-being of patrons and staff. From our staff we take pride in the role we are playing to ensure the wellness of those we serve. We are looking forward to serving you and your family soon!

**DAILY POOL ADMISSIONS**

	<b>Weekdays</b>	<b>Weekends and Weekdays After 6pm</b>
Family	\$10.00	\$8.00
Adult	\$4.00	\$3.00
Children Ages 3 – 17	\$3.00	\$2.00
Children under 3	Free	Free

**ANNUAL POOL PASSES**

Visit <https://pdc.recdesk.com/Community/Home> to purchase pool passes. Physical passes will be given out upon first visit to the pool.

	<b>Residents</b>	<b>Non-Residents</b>
Individual	\$55.00	\$100.00
Family	\$80.00	\$130.00



	<b>Monday</b>	<b>Tuesday</b>	<b>Wednesday</b>	<b>Thursday</b>	<b>Friday</b>	<b>Saturday/Sunday</b>
<b>9:00am - 10:15am</b>	Lap Swim					
<b>10:15am - 11:00am</b>	Cleaning/Lifeguard Training					
<b>11:00am - 12:45pm</b>	Open Swim	Open Swim				
<b>12:45pm - 1:00pm</b>	Cleaning	Cleaning	Cleaning	Cleaning	Cleaning	Cleaning
<b>1:00pm - 2:45pm</b>	Open Swim	Open Swim				
<b>2:45pm - 3:00pm</b>	Cleaning	Cleaning	Cleaning	Cleaning	Cleaning	Cleaning
<b>3:00pm - 4:45pm</b>	Open Swim	Open Swim				
<b>4:45pm - 5:00pm</b>	Cleaning	Cleaning	Cleaning	Cleaning	Cleaning	Cleaning
<b>5:00pm - 6:45pm</b>	Open Swim	Open Swim	Open Swim	Open Swim	Lap Swim	Lap Swim
<b>6:45pm - 7:00pm</b>	Cleaning	Cleaning	Cleaning	Cleaning	Pool Closes	Pool Closes
<b>7:00pm - 8:00pm</b>	Lap Swim	Aerobics - Gayle	Lap Swim	Aerobics - Megan		
<b>8:00pm</b>	Pool Closes	Pool Closes	Pool Closes	Pool Closes		

**POOL SCHEDULE – IMPORTANT INFORMATION**

- Pool capacity will be reduced to 94 and patrons will be denied entry once the maximum capacity has been met.
- To maximize participation and keep patrons' safe blocks of 1.75-hour Open Swim hours will be designated followed by clearing of the entire facility for cleaning.
- We continue to monitor the recommendations from the CDC and follow the guidelines set by the State of Wisconsin, Crawford County, and the City of Prairie du Chien City Council.
- Water Aerobics will be limited to 10 persons in any given space/time frame.
- For Lap Swimming one patron per lane is allowed. Patrons should swim in the middle of the lane.
- No concessions will be available and patrons should bring their own beverages/snacks.
- All patrons will be required to sign an Assumption of Risk Liability Waiver.
- Bathroom/Showers will not be available. Porta potties will be utilized and cleaned on a regular basis.
- No Lounge chairs/picnic tables will be available. Patrons are allowed to bring their own.
- We ask that all guests respect a proper physical distance staying 6-feet from anyone not in your group.

# \* Example of Waiver

## Assumption of Risk and Waiver of Liability Relating to Coronavirus/COVID-19

The novel coronavirus, COVID-19, has been declared a worldwide pandemic by the World Health Organization. **COVID-19 is extremely contagious** and is believed to spread mainly from person-to-person contact. As a result, federal, state, and local governments and federal and state health agencies recommend physical distancing and have, in many locations, prohibited the congregation of groups and people.

**The City of Palm Bay (City)** has put in place preventative measures to reduce the spread of COVID-19; however, the City **cannot guarantee** that you, your children, or any other person, will not become infected with COVID-19. Further, attending City sponsored activities could increase your risk and your child or children's risk of contracting COVID-19.

By signing this agreement, I acknowledge the contagious nature of COVID-19 and voluntarily assume the risk that my child or children and I may be exposed to or infected by COVID-19 by attending City activities and that such exposure or infection may result in personal injury, illness, permanent disability, and death. I understand that the risk of becoming exposed to or infected by COVID-19 at City activities may result from the actions, omissions, or negligence of myself and others, including but not limited to City employees, volunteers, and program participants and their families.

I voluntarily agree to assume all of the foregoing risks and accept sole responsibility for any injury to my child or children or myself, including, but not limited to, personal injury, disability, death, illness, damage, loss, claim, liability, or expense or any kind, that I or my child or children may experience or incur in connection with my child or children's attendance at City activities or programming. On my behalf and on behalf of my child or children, I hereby release, covenant not to sue, discharge, and hold harmless and indemnify the City, its employees, agents, and representatives, of and from any and all claims, including all liabilities, claims, actions, damages, costs or expenses of any kind arising out of or relating thereto. I understand and agree that this release includes any claims based on the actions, omissions, or negligence of the City, its employees, agents and representatives, whether a COVID-19 infection occurs before, during, or after participation in any City program.

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Signature of Parent/Guardian

Date

---

Print Name of Parent/Guardian

Name of Activity Participant(s)

## Brenda Stumpf

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**From:** Angela Schneider <angelas@kaukauna-wi.org>  
**Sent:** Friday, June 5, 2020 2:10 PM  
**To:** Brenda Stumpf  
**Subject:** Kaukauna Public Library - Pop-Up Library Visit to Sherwood

Hi Brenda,

I'm reaching out on behalf of the Kaukauna Public Library to see if the Village of Sherwood would be interested in partnering with us on a library outreach program this summer.

As a result of the current pandemic, and schools being closed, public libraries are working hard to find new ways to reach our youngest readers. Every summer we offer summer learning programs to promote continued literacy and learning to reduce the "summer slide." We see many Village of Sherwood residents visit our library each month and have been able to support them with our new services during this time. Though our library is now open to the public by appointment, and offering curbside pickup, we are still eager to find new ways to reach your residents.

One idea that we had was to host "pop-up libraries" in communities outside of the City of Kaukauna. We would be looking to visit one of your public parks or spaces one day a month, June - August for a couple of hours. We would be able to help people get signed up for library cards (that could be used at all Outagamie county libraries) and have books for kids and families to check out. We are implementing all CDC recommended social distancing practices in our building and would make sure we do so at our pop-up libraries as well.

All we would ask from you is permission to use a park space and help promoting our monthly visit by sharing our promo materials to the Village Facebook page.

If this is something you would be open to talking more about, please reach out! I'd be happy to answer questions or brainstorm to address any concerns you might have.

Be well,  
Angela

---

Angela Schneider, MLIS  
Assistant Director, Kaukauna Public Library  
207 Thilmany Rd Suite 200  
Kaukauna, WI 54130  
[www.kaukaunalibrary.org](http://www.kaukaunalibrary.org)  
Work: (920) 766-6340 Ext. 8  
Fax: (920) 766-6343

## Brenda Stumpf

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**From:** Nancy Krueger <nkrueger@vpind.com>  
**Sent:** Sunday, May 17, 2020 11:39 AM  
**To:** Brenda Stumpf  
**Cc:** Kristy Van Hefty  
**Subject:** Re: Gym

Hi Brenda-

I ended up finding a spreadsheet with most the participants, so never had to stop in.

I am writing to see if you (Sherwood) has a plan in place for when they will open the gym up again? Or if we could possibly meet in a park sometime soon? I, of course, will use utmost precautions for bootcamp- keep people 6ft apart, no equipment sharing etc. Sanitize after use.

Thanks!

Nancy Krueger, MSW, CPT

Health and Wellness Coordinator

nkrueger@vpind.com<mailto:nkrueger@vpind.com>

Direct Line: 920-740-9572

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[www.yourADRCresource.org](http://www.youradrcresource.org)<<http://www.youradrcresource.org/>>

---

**From:** Brenda Stumpf <parkandrec@villageofsherwood.org>  
**Sent:** Wednesday, April 22, 2020 10:22:17 AM  
**To:** Nancy Krueger  
**Cc:** Kristy Van Hefty  
**Subject:** RE: Gym

Hello Nancy--

That will be fine if you come and get the box out of the gym.

I will meet you in regards so just let me know when you will be coming.

Thanks,

## Brenda Stumpf

---

**From:** Erin Long <erinlong2282@gmail.com>  
**Sent:** Tuesday, May 26, 2020 5:42 PM  
**To:** Brenda Stumpf  
**Subject:** Wanick Choute Park Re-opening

Hello -

Can you please tell me when you plan to re-open Wanick Choute park? As a citizen of Sherwood with two small children, the park is a welcomed space for my children to get exercise and play. And, it is easily accessible by walking, biking, running, etc. All other parks in the surrounding communities - Appleton and Neenah to name a couple, are open. With summer now here, I believe it's important to re-open and allow the citizens of Sherwood to enjoy the park while exercising proper hygiene and being smart about social distancing.

Please let me know when you plan to re-open.

Thank you,

--

Erin Long

## Brenda Stumpf

---

**From:** L Sell <lbrown1183@gmail.com>  
**Sent:** Thursday, May 28, 2020 9:16 PM  
**To:** Randy Friday; Brenda Stumpf  
**Subject:** Wanick Park

Good Evening-

Is there any specific information you are able to provide regarding the decision to keep the park closed? Are there specific concerns with Wanick that other communities don't have.

Many other municipalities have made the decision to open parks and pools. They are opting to let their residents decide how comfortable they are visiting parks.

Our children have had so many things taken away that playing at the park would give them a mental and emotional break that they very much need right now. Parents should be trusted to keep their children safe, visit on off hours and practice good hygiene.

Thanks, and information you can provide to help residents understand this frustrating decision would be helpful.

## Randy Friday

---

**From:** Randy Friday  
**Sent:** Wednesday, June 03, 2020 10:26 AM  
**To:** 'Brenda Wall'  
**Subject:** RE: Tennis courts

Brenda,

The PRUT Board ( Parks, Rec. and Urban Tree Board ) will meet on June 15th to discuss possibly re-opening our parks, and, if so, under what conditions and when.

I will forward your e-mail to Brenda Stumpf, the Parks & Rec. Coordinator so that she can integrate it into their information for consideration.

Regards,

Randy Friday  
Village Administrator

Village of Sherwood  
W482 Clifton Road  
Sherwood, WI 54169

Tel: 920/989-1589  
Fax: 920/989-4084  
[www.villageofsherwood.org](http://www.villageofsherwood.org)

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-----Original Message-----

From: Brenda Wall [mailto:[brendalensmirewall@gmail.com](mailto:brendalensmirewall@gmail.com)]  
Sent: Wednesday, June 03, 2020 9:39 AM  
To: Randy Friday <[administrator@villageofsherwood.org](mailto:administrator@villageofsherwood.org)>  
Subject: Tennis courts

Hi Randy,

Please consider putting up the tennis courts as soon as possible. Four of our children take lessons and one is preparing to play at high school next year. I have many restrictions at the indoor facility that we go to. We would really like to get on the court.

I understand that there are multiple issues to address about the splash pad and playground. However, the courts are very easy to social distance.

Right now we are traveling to other area cities/townships to use the courts.

Please give me an idea of when they will be open.

Thanks,

Brenda Wall

Village resident

## **Brenda Stumpf**

---

**From:** Terry Adler <twad138@yahoo.com>  
**Sent:** Tuesday, June 9, 2020 12:15 PM  
**To:** Brenda Stumpf  
**Subject:** Wanick Park Tennis Courts

I am contacting you regarding the lack of access to the tennis courts at Wanick Park. CDC recommendations are to be no closer than 6 feet from any one individual, which I fully understand. However, keeping the tennis courts closed when all others in the Fox Valley are open appears to be flawed logic.

Please open the tennis courts so that we may all recreate in a safe, enjoyable manner.

Thank you,

Terry Adler  
W4864 Forest Lane  
Sherwood, WI

920-989-3906

## Brenda Stumpf

---

**From:** Randy Friday  
**Sent:** Tuesday, June 9, 2020 3:11 PM  
**To:** Brenda Stumpf  
**Cc:** erinlong2282@gmail.com  
**Subject:** FW: Park opening

Brenda,

Please include this with the PRUT Board meeting 'communications' for next Monday evening's meeting when they discuss the 'Parks' issue.

Randy Friday  
Village Administrator

Village of Sherwood  
W482 Clifton Road  
Sherwood, WI 54169

Tel: 920/989-1589  
Fax: 920/989-4084  
[www.villageofsherwood.org](http://www.villageofsherwood.org)

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**From:** Erin Long [mailto:]  
**Sent:** Tuesday, June 09, 2020 1:38 PM  
**To:** Randy Friday <administrator@villageofsherwood.org>  
**Subject:** Park opening

Good afternoon -

I was told by the lady I spoke with at the parks & rec department to contact you re: the re-opening of the Wanick Choute park. All other municipalities in the area have opened their parks. As a resident of Sherwood with two small children, we utilize the park often. It's very frustrating to pay tax dollars for a village park that has been closed since late March and continues to remain closed until further notice.

I would appreciate the opportunity to voice my support for the re-opening of the park and it would be nice if the village provided details of the timeline/next steps for the park re-opening. It's frustrating when we hear nothing from the village, but yet all other municipalities have already re-opened safely.

Thank you,

--  
Erin Long

## Randy Friday

---

**From:** Kristy Van Hefty  
**Sent:** Wednesday, June 10, 2020 8:36 AM  
**To:** Brenda Stumpf  
**Cc:** Randy Friday  
**Subject:** FW: Question from Ellie Maynard regarding her Community Center Rental on July 19th

I am not sure if this is something you will need to discuss at the PRUT meeting.

Thanks

**From:** Kristy Van Hefty  
**Sent:** Wednesday, June 03, 2020 8:49 AM  
**To:** Randy Friday <administrator@villageofsherwood.org>  
**Cc:** Joyce Laux <jlaux2@new.rr.com>  
**Subject:** Question from Ellie Maynard regarding her Community Center Rental on July 19th

Ellie called and is wondering when the Community Center opens how is the Village going to handle making sure that everything in the building is wiped down and sanitized after each person is in the building. Also how is the Village going to assure people that have rentals when the building has been sanitized so they won't get the COVID-19 from use of the rental facility.

*Kristy Van Hefty*  
*Office Coordinator*

Village of Sherwood  
W482 Clifton Road – P.O. Box 279  
Sherwood, WI 54169  
(920) 989-1589  
[officecoordinator@villageofsherwood.org](mailto:officecoordinator@villageofsherwood.org)  
[www.villageofsherwood.org](http://www.villageofsherwood.org)

## Kristy Van Hefty

---

**From:** Kristy Van Hefty  
**Sent:** Thursday, June 11, 2020 9:32 AM  
**To:** Brenda Stumpf (parkandrec@villageofsherwood.org)  
**Cc:** Randy Friday  
**Subject:** I just received a phone call from a lady wanting to know when the Splash pad will open to bring a field trip from a Green Bay Daycare

*Kristy Van Hefty*  
*Office Coordinator*

Village of Sherwood  
W482 Clifton Road – P.O. Box 279  
Sherwood, WI 54169  
(920) 989-1589  
[officecoordinator@villageofsherwood.org](mailto:officecoordinator@villageofsherwood.org)  
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# COVID

continued from page 8  
ates fear?

Even the deniers and unbelievers are laid low by this fury. It has no respect for anyone.

Some might whistle in the dark by calling it a hoax or something fake but they are only fooling themselves. This is as real as invaders on our shores and terrorists in our back yard.

We keep the monster at bay by maintaining our distance from one another. We stay at arm's length when we really need an embrace. We force ourselves behind masks when we most need to see someone's reassuring smile. We try to save one another by resisting one another.

We seek to help one another by taking on a state of forced anonymity when we'd rather express a smile for everyone to see.

Someone recently said imagine being a child in this time. The structure of your life has been pulled back with friends, school and life as you knew it suddenly constricted.

Workers and shopkeepers alike have also had the rug pulled out from under them. Their ability to

do and control and build on daily life was suddenly shelved. For a time, many of us felt boxed and set aside with the Christmas ornaments and snow shovels, out of season and of little use at this time.

And instead of direction, we've often seen leaders feuding. Some not willing to yield to the common sense and facts presented by doctors, researchers and scientists. Others not willing to yield an inch of their power when something wasn't in it for them. It was politics as usual rather than the common good for many in state and national power.

For many people, watching it all has been very frustrating and uninspiring.

And all the time, the COVID-19 enemy continued its predatory ways.

As one religious leader said recently, we need to become the CEO of ourselves during this time. While others disagree or debate, we need to find the best course possible. That doesn't mean doing anything we want to do without a care in the world.

If anything the enemy should remind us we are not cowgirls and cowboys facing the world full of bravado and in it for ourselves.

We need to work with one another, appreciate others even more and learn from one another. Neither is our state or nation on its own. We need to learn from others and find ways to reach out.

Maybe nations like Denmark or Germany, which already have reopened their schools, can teach some lessons about reopening schools in our nation. We Americans need to be willing to learn. We don't know it all, especially in this rapidly-changing world.

We must no longer be too stubborn or proud about such things. We're in this together with many other people around the world.

The virus still is looking for us and nobody has some special immunity from it.

Nothing has ended. We're just all taking some important small steps together. We need to be patient with ourselves and to those around us.

This is a time to be brave but not reckless. We need to walk confidently yet not with cockiness. We need to appreciate life more than ever but also to not take it for granted.

We need to care for others but be willing to sacrifice for them, sometimes with hard choices.

Most of all, we need to listen. Listen to the scientists and doctors. Follow the nurses and EMTs.

The enemy is still out there. It's not a time for bravado. There's no John Wayne moment for anyone. This new step forward is fragile. We're all in this together. It's not over, it's just a second act. In terms of this virus, we don't get more chances or even second opinions.

T-Village;  
Weds.,  
May 27,  
2020

## Plamann Lake closed for the season due to COVID-19

In conjunction with Outagamie County leadership and pursuant to state and federal recommendations, the Outagamie County Parks Department is closing Plamann Lake for the season.

Parks Director Loren Dieck said that the decision to close was made in the interest of preventing the spread of COVID-19.

"After careful consideration and due to the uncertainty of when we might be able to open, we're taking action to protect staff and the public," he said.

Unlike many public swimming pools, Plamann Lake is untreated and its capacity to contain microorganisms is uncertain.

"We don't know how the virus reacts in freshwater, and our lake is not chlorinated," Dieck added. "Our inflatable water features have numerous common touch points that staff cannot sanitize frequently enough. Given that social distancing is recommended, we can't safely perform in-service staff training, since it requires hands-on rescue training."

## FVTC holding virtual commencement

For the first time in the college's history, Fox Valley Technical College hosts a commencement ceremony in a virtual format due to the COVID-19 pandemic.

The spring 2020 virtual commencement ceremony takes place on Saturday, May 30 at 1 p.m. Graduates and their families are invited to view the ceremony at [fvtc.edu/graduation](http://fvtc.edu/graduation).

The virtual ceremony features formal remarks, digital slides honoring each graduate, and other video themes to capture the spirit of the 2020 class. To view the ceremony visit [fvtc.edu/graduation](http://fvtc.edu/graduation).

# Little Chute swimming pool set to open in early June following CDC guidelines

By Brian Roebke  
Editor

Little Chute trustees made a big move last week to open the village's Doyle Park swimming pool as soon as it can in June, with reasonable modifications made to follow CDC guidelines.

The key to the opening is that chlorine in the pool's water is said to kill the COVID-19 virus, dramatically reducing the chances of the virus spreading.

Parks, Recreation and Forestry Director Adam Breest gave a report on the intensive research he did, including the options of opening in early June, early July, or not at all.

His initial recommendation, made the week of May 11, was to open the pool in July, but with the Wisconsin Supreme Court overturning the Safer at Home order made by Gov. Tony Evers, he changed his recommendation to opening in June.

The village may not be able to meet its original opening date in June because of modifications it must make to follow CDC guidelines.

One of the changes is the number of people allowed in the pool at one time. Guidelines were for 50 people in the pool at once, but Breest used some simple math to allow for eight-foot distancing in the pool basin and came up with a capacity of 116 people. His proposal was to limit attendance to 100 people at a time.

Based on past attendance, that should allow for fairly normal operation of the pool.

Among the changes to be made are create proper signage, encouraging proper social distancing, no sea-

son pass sales, no morning swim lessons in the early summer session and having one fewer lifeguard on duty.

One pool attendant will be on duty at all times to make sure the patrons are following CDC guidelines.

"Essentially their only job and primary job would be to be sanitizing counters, deck chairs, the bathhouse, making sure our chairs are six feet apart," Breest said.

He noted there may need to be adjustments made on a day-by-day or week-by-week basis but he's confident the pool can be operated safely.

Trustees were insistent on following CDC guidelines and there were various questions about using the slide, but it was noted the slide has running chlorinated water, and the handrail and bar above the slide would also be wet.

Village Administrator James Fenlon suggested the board focus on the pool and suggested giving Breest wide latitude on monitoring pool operations.

"By July we might find we can run things as normal or we may need to scale it back a little bit," Breest said.

In the end, the board unanimously approved Bill Peerenboom's motion to give Breest wide latitude to operate the pool as he sees fit.

"The health and safety of our staff and residents is our No. 1 priority," Breest said. "Some of these things can be done in phases to make sure that it's safe for our staff and the residents. If we can't provide the pool options safe for staff, then the pool shouldn't be open."

## Pool

continued from page 1

The village is less excited about holding summer recreation programs that are held inside, or events with a large number of guests.

The plan is to keep all activities outside with 45 or fewer participants and five staff members for a 1-to-10 staff ratio.

Breest thinks these programs are important for kids since their interaction with others has been limited since March.

"If we can do it safely, this is an extremely beneficial service that we offer the community," he said.

Three extremely popular large events will not be held this summer: Touch a Truck, Family Fun Fest, and Youth Carnival.

This plan means the village needs time to plan and prepare these events so they would begin in July instead of June.

Breest said he would like the 10 staff members for the entire summer and may not be able to keep them if they had to wait until July to start, so he proposed and received approval to have those workers

start in June, but doing all work in the village including setup, paint and stain the concession stand building, mulching grounds and planter beds at the Village, pull weeds, mow trails in Heesakker park, pick up garbage, and pull invasive species in Heesakker Park.

"We could probably have 10 working in there pulling weeds full month," he said.

Breest also noted the vast majority of summer employees who are hired are still willing to work despite the pandemic.

# Village of Little Chute beginning to open ballfields, facilities

By Brian Roebke  
Editor

The coronavirus pandemic remains and there is still plenty of concern about the COVID-19 virus, but the Wisconsin Supreme Court's ruling two weeks ago that the Safer at Home order signed by Gov. Tony Evers was unconstitutional, there is a new feeling in Wisconsin that it's time to open society.

With restrictions lifted, the village board gave the village's youth sports programs permission to proceed with their seasons held in village parks as long as they follow CDC recommendations.

Little Chute Parks, Recreation and Forestry Director Adam Brest said some communities are already beginning their programs, some are starting in June, some are starting in July, and some have been canceled.

He noted a sport like baseball has a lot of social distancing by its nature but the Little Chute Diamond Club is willing to enact various rules for games including:

- Sanitizing catchers equipment between innings
- Players using their own bats, gloves, and helmets
- Putting player bags behind the dugout and standing by their bags when they are not on the field
- Umpire stationed behind the pitcher rather than the catcher
- No handshaking at the end of games
- No spitting seeds, no gum
- Using Doyle Park if necessary to spread out games
- Minimal or no concessions
- All participants sign waivers

Brest felt some things that needed to be looked into include limiting the number of people in the park at one time, no use of bleachers and limiting number of people in score booths and at concession stands.

Trustee Bill Peerenboom noted a ballpark is different than an most self-cleaning swimming pool.

"Adam, you're going to have to convince the parents, the participants, that it's safe," he said to Brest at the virtual meeting. "I think it's going to be much harder in a rec situation compared to a pool situation."

Phil Weigman of the Diamond Club said thus far only one family indicated they didn't want to have their child play this summer.

Despite his reservations, Peerenboom voted with the rest of the board to unanimously direct Brest to oversee the program as he saw fit.

Village Administrator James Fenlon felt being outside was important compared to inside because outdoor transmissions of COVID-19 are less likely than indoor transmissions.

Board members again gave Brest permission to work with baseball and soccer groups to run it as he thought was best.

The board also gave approval for men's softball to hold their season

as long as they follow social distancing recommendations. Brest noted teams like to hang around Doyle Park after their games but he would encourage them to move on after their games so they can avoid large gatherings.

The Little Chute Village Hall reopened to the public to conduct in-person business beginning yesterday. Building inspection and zoning permit requests shall be conducted by appointment only.

The Fox Valley Metro Police Department lobby opened as well, and the Kimberly-Little Chute Library is open for limited business.

Park facilities will be open for general use with public restrooms tentatively slated to open that day as well.

Residents are asked to follow new guidelines at outdoor park shelters and outdoor amenities as of June 1.

Rental participants agree to have 50 people or less at any one space to allow for guidelines to be followed. For civic center and the Van Lieshout activity center, the village recommends these rentals transition to outdoor facilities in June.

For the month of June, no meetings or events are to be held in the Village Hall Community Room and the village board room is open for meetings, but most participants continue to participate virtually.

Kristina Dommer of Kerber Rose gave the board a report highlighting the firm's finances, complementing the village for making some improvements recommended last year and for the village's healthy fund balance as of Dec. 31, 2019. In addition, the village received a certificate of achievement for financial reporting by the Government Finance Officers Association of the United States and Canada for its comprehensive annual financial report.

"Out of all the governments in the United States, there's about 90,000 and only about 4,500 or so that submit to the GFOA annually, so you're one of those governments and that's really great to see," Donner said.

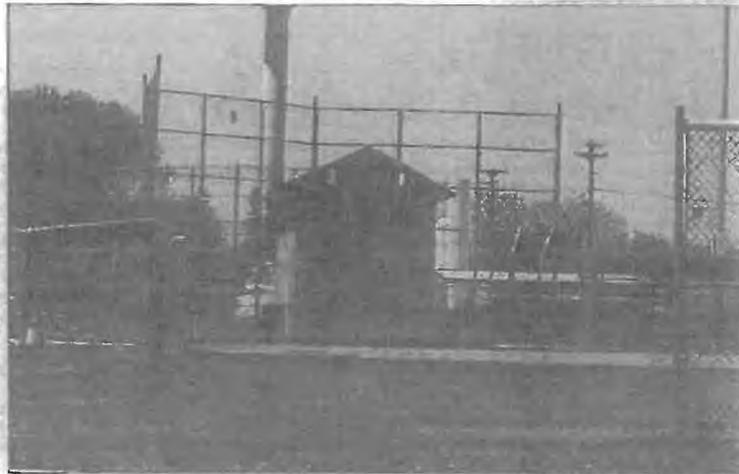
Fenlon said it shows the village's transparency in its financial reporting and President Mike Vanden Berg congratulated the finance department for its excellent work in achieving this recognition.

Fox Valley Metro Police Department officer Laura Oster presented a report on possible enactment of an ordinance adopting the prohibition of the breeding or possession of cats or dogs for research or experimentation within the villages of Little Chute and Kimberly.

The issue has become controversial in south central Wisconsin after two men were granted permits to essentially breed dogs and cats and then send them to different places in the country for medical research.

Trustee Larry Van Lankveldt asked if the ordinance could be expanded to other animals and chickens and Oster thought that was a great idea.

Board members were open to the



Brian Roebke photo  
Little Chute youths will return to the baseball diamonds at Legion Park in the next few weeks. The village board gave the go-ahead last week.

ordinance and village staff will work on finalizing an ordinance for the two villages Metro serves.

Village Clerk Laurie Decker presented a draft ordinance allowing the village clerk or designee to issue operator's licenses. Gov. Tony Evers signed new legislation in March allowing municipal governing bodies to delegate to the clerk or other appropriate official the authority to issue bartender's licenses after the background check is completed, speeding the time it takes for an applicant to obtain an operator's license and free up more time on the governing body's agenda for policy actions.

Presently applicants may have to wait several weeks for approval by the municipalities, who approve them as formalities.

If an applicant were to be denied, they do still have the right to appeal to the village board.

The village had plans to initiate a downtown summer event and reestablish its village market, but Fenlon said plans for both are on hold due the coronavirus pandemic.

Regarding the downtown event, factors were bringing a large group of people downtown in the current environment and sponsorships needed from businesses that have had a tough spring due to the Safer at Home order. In addition, he noted with a new event, the most important years are the first through the third in terms of establishment and

chances of having a good first year were not good.

Regarding the village market there not enough interested vendor at this time.

The board approved, with Trustee Don Van Deurzen dissenting, combining seven lots at the corner of Main and Madison streets into one to construct a hotel.

## Randy Friday

---

**From:** Kristy Van Hefty .  
**Sent:** Friday, May 29, 2020 10:13 AM  
**To:** abaldwin@foxcitiespac.com; Bob Gillespie (info@knoxfurniture.com); Brenda Stumpf; conniebailey20@aol.com; David Miller ; Joyce Laux (jlaux2@new.rr.com); Kathy Mader; Randy Friday; Richard Storey (rtsto96@gmail.com); Ruth Sprangers; Tom Jack (trjtree@new.rr.com)  
**Cc:** Kristy Van Hefty  
**Subject:** Below is reference information that Randy wanted me to share from the WI Department of Health Services (DHS)  
**Importance:** High

Below is reference information that Randy wanted me to share from the WI Department of Health Services (DHS) regarding Splash Pads etc. Below is also an article that Appleton posted regarding Appleton pools and youth programs being cancelled for the summer.

Link to WI Department of Health Services (DHS)  
<https://www.dhs.wisconsin.gov/covid-19/community.htm>



## Appleton won't open municipal swimming pools and cancels all summer youth sporting events and programs

Dave Wentworth, a facilities technician with the city of Appleton, pressure washes Mead Pool earlier this month.  
**DAN POWERS/USA TODAY NETWORK-WISCONSIN**

**DUKE BEHNKE** | APPLETON POST-CRESCENT | 17 hours ago

**APPLETON** - The city won't open its municipal swimming pools this year in an effort to slow the spread of the coronavirus.

It also has canceled all Parks and Recreation Department youth sporting events and programs this summer. The cancellation includes swim lessons at Erb and Mead pools.

"It's a pretty tough day for us because of having to make this announcement," said Dean Gazza, Appleton's director of parks, recreation and facilities management. "We do this for a living. We really thrive on summer and providing these services, especially to the youth."

The safety of the public and staff, social gathering limitations and social distancing recommendations provided by the Wisconsin Department of Health Services all factored into the decisions, the city said.

"The virus is still present in Appleton," Health Officer Kurt Eggebrecht said, "and we need to continue to do our part to help slow the spread."

**RELATED: Appleton inches toward 100 cases with another confirmed on Wednesday**

**RELATED: Appleton names park in honor of fallen firefighter Mitch Lundgaard**

By contrast, Kaukauna, Little Chute and Neenah all will open their swimming pools, albeit with restrictions.

- ✓ Kaukauna will open June 5 at a reduced capacity and will give priority first to Kaukauna residents and then to Kaukauna school district residents. Online registration will be required.
- ✓ Little Chute will open its pool June 7. The capacity will be limited to 100 people at a time.
- ✓ Neenah will open June 12 and will limit the number of swimmers to 170 at a time, which is 24% of its normal capacity.
- ✓ Jim Kluge, Neenah's superintendent of recreation, said admission likely would be restricted to city of Neenah residents and would occur in two-hour periods, separated by a half hour for cleaning.

Menasha hasn't decided whether to open its pool. "We hope to have some information coming out on that sometime next week," Parks and Recreation Director Brian Tungate said. "We're weighing the pros and cons like many communities are."

Eggebrecht said COVID-19 trends since the soft reopening of the state "are going in the opposite direction that we would hope" and contributed to Appleton's closure of its pools.

"This was the best decision for our community," he said.

Gazza recognized the news was disappointing for many families but said it was important for the city to account for the health and safety of employees and residents.

He said staff looks forward to opening the pools safely in 2021.

**DHS recommends** that all youth sporting events planned for the summer be postponed or canceled due to the coronavirus pandemic.

Appleton's recreation division is developing alternative ways to provide activities for children that can be completed with their family. Some of them will be virtual, Gazza said.

Sports such as adult softball will continue but will be limited to participants only and will require social distancing and the single use of bats and other equipment.

"Keeping the numbers down to around 25 a field is what we're looking at," Gazza said, "and then making sure that there's the staffing and the management in place that are going to police that."

Last week, Appleton reopened playgrounds, shelter reservations, tennis and pickleball courts, basketball courts and the skate park with distancing guidelines. The city's 30 parks, trails, golf course and disc golf courses remain open.

Contact Duke Behnke at 920-993-7176 or [dbehnke@gannett.com](mailto:dbehnke@gannett.com). Follow him on Twitter at [@DukeBehnke](https://twitter.com/DukeBehnke).

Originally Published 22 hours ago

Updated 17 hours ago

*Kristy Van Hefty*  
*Office Coordinator*

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