



## MEMORANDUM

Date: February 9, 2021  
To: Town Council  
Through: Mr. Roger T. Hernstadt, Town Manager  
From: Alison Giesen, Director, Culture, Parks & Recreation  
Re: Parks & Recreation Monthly Report January 2021

---

### ITEMS FOR COUNCIL DIRECTION: NONE

#### RECREATION CENTER PROGRAMMING

Weight room and cardio room are open by appointment Monday 10am-2pm & 6pm-8pm, Tuesday 8am-2pm, Wednesday 10am-2pm & 6pm-8pm, Thursday 8am-2pm, Friday 10am-2pm & 6pm-8pm and Saturday from 8am-3pm. During the COVID-19 pandemic there is a limited number of users at a time. Each group is scheduled for 45 minutes with 15 minutes of disinfecting time in between each session. Masks are required for all users into the recreation center until they enter the weight room and temperatures are taken before entry. Ball fields/dug outs, bleachers, playground are open. Outdoor basketball, tennis and pickleball courts are open. Gymnasium closed to the general public. Outside public restrooms are open select hours.

After school program (Club Rec) – Started with the first day of the Lee County School Board, on Monday, August 31. Club Rec is running from dismissal to 6pm. Club Rec Spring Semester started on Monday, February 1<sup>st</sup>. Two groups of 10 children with CDC guidelines and social distancing in place for all programs. Last day of Club Rec is June 17, 2021.

#### RECREATION

**For the safety of our members and employees, recreational programs are limited due to the COVID-19 pandemic.**

- Researching trending programs, and events within Parks and Recreation during COVID-19. Ongoing.
- Reservations are being taken for up to 4 People at a time to use the Weight Room at one time. Each session is 45-minutes, after which staff cleans/disinfects the room. Weight

room and cardio room are open by appointment only Monday 10am-2pm & 6pm-8pm, Tuesday 8am-2pm, Wednesday 10am-2pm & 6pm-8pm, Thursday 8am-2pm, Friday 10am-2pm & 6pm-8pm and Saturday from 8am to 3pm. In January the weight room hours were extended on Monday 10am to 2pm and on Friday to better serve our community.

- Masks are required (and being worn) by all staff and patrons when they enter the building and temperature checks for all staff and visitors are being taken prior to them entering the buildings.
- Patrons are asked to exit through the side lobby of the gymnasium to limit exposure to staff.

### **Athletics**

- Senior Softball pickup games are played Tuesday and Thursdays at 9:30am. Games have also been expanded to select Friday nights at 6:00pm. All participants are physically distancing and limiting the number of players on the field.
- Staff conducting research for future athletic trends and are continuing to plan new programs for the year. Ongoing.
- First Annual Virtual 5k Resolution Run 2021 was held from January 1<sup>st</sup> until January 7<sup>th</sup> and the raffle winner was chosen on January 8<sup>th</sup>. This will be an annual event!
- FMB Little League facility use agreement updated and signed. Practice is Monday-Thursday nights 6:00pm-8:00pm.
- Pickleball is offered daily outdoors. All participants are asked to maintain physical distance and to adhere to CDC guidelines. Staff is working with Pickleball players to expand court space and meet the needs of this growing sport.
- MLB Pitch Hit & Run information obtained, and packet received. Discussed hosting outdoors during Spring Break Fun Days but dependent on COVID-19 pandemic.
- Staff researching Golf Disk program for February.

### **Youth**

**Due to the COVID-19 pandemic, masks are required for all youth programs and temperature checks are done on a daily basis for both participants and staff. CDC guidelines are being followed and no group is larger than 10 including staff.**

- All Youth Program participants are required to wear a face covering when indoors, and when unable to social distance while outside. Temperatures are taken daily before check in.
- Revised daily schedule to better meet the needs of the participants.
- Staff has started to research and put together a plan to provide afterschool clubs beginning Fall 2021. These clubs had previously been hosted by Beach School Elementary.
- Spring semester of after School-Club Rec started on Monday, February 1st, 2021. Program is split into two (2) groups of ten (10). Each group has two (2) counselors; along

with a social distancing ambassador to ensure social distancing and, CDC guidelines are always followed.

- Staff is staying current on available information on how to provide a safe environment for youth program participants and, staff. Ongoing.
- Continuing “Bay Oaks Pen Pals” for Youth to write letters to Bay Oaks Social Seniors. Multiple letters have been sent and received from each child to their designated Pen Pal.
- Working closely with Fort Myers Beach Elementary to ensure the daily safety of students, and staff.
- Stem projects priced out and ready to be ordered for club rec participants.
- Summer Camp 2021 planning.
- Planning for Club Rec 2021/ 2022 to abide by LCSB Interlocal agreement.

### Teens

- Staff staying current on new ideas for teen programs Post COVID-19.
- Planning activities for post COVID-19.
- Looking for ways to virtually engage local teens for programs.

### Bay Oaks Social Seniors (BOSS)

**Due to the COVID-19 pandemic- many of the BOSS programs are not being offered. The staff is increasing the bike and kayaking trips and other programs that can be held outside and can adhere to CDC guidelines. Transportation is not being provided. Staff rides separately.**

- Kayak Trip on January 5<sup>th</sup> to Koreshan Park. 12 people attended.
- Bike trip on Pine Island was a big success. 20 people attended. Everyone meets up at the trail head and enjoyed a 14 mile round trip ride. Socially distanced, picnic style lunch afterwards.
- BOSS group was scheduled to go to Broadway Palms to see “Happy Days” on Jan. 26<sup>th</sup>, but the show had to be rescheduled to Feb. 11<sup>th</sup>. Staff does not attend this program.
- Continued “Bay Oaks Pen Pals” for youth to write letters to Bay Oaks Social Seniors.
- Planning for the remainder of BOSS season 2021, socially distanced, nearby trips and outdoor only.
- Continuing to Call Bay Oaks Social Senior Estero Island residents and, members without access to computers/internet to check in on them.
- Created BOSS Newsletter for February, sent out to group.
- Posted BOSS Newsletter on Facebook and the Towns Website.

## **AQUATICS**

Lap pool and Kid Pool are open Monday, Wednesday, Friday, Saturday and Sunday from 10am-2pm with a limited number of users at a time. Each group is scheduled for 45 minutes with cleaning time of 15 minutes in between each session. Pool is open with a limited number of users; twelve (12) patron max for Kid Pool, and six (6) patron max for lap swimming.

- All pool patrons are required to wear a face covering to enter the pool facility. Face coverings must be worn in bathrooms, and on the pool deck. They are not to be worn in the water.
- Limited number of staff with face covering are allowed into the office area to prevent the possible spread of COVID-19.
- All staff take their temperatures daily before they clock in.
- Masks and or face coverings are always worn.

## **Programs**

- Planning Post COVID-19 programs and events for the pool for when pandemic is over (ex. Swim Lessons, Aqua Aerobics, Aqua Yoga, Aqua Strength, Super Swimmers).
- Created and provided plans to host Beach School Elementary Swim Club during 2020-2021 with CDC guidelines in place.

## **Pool Maintenance & Projects:**

- AC filters cleaned out monthly.
- Received new Funbrellas and covers to replace missing and old ones (Capital Project).
- Researching companies to install Funbrellas.
- Installed all new items in facility restrooms to upgrade old and worn-out shower curtain, curtain rods, shower heads, hooks.
- Submitted new slide replacement options (Capital Project).
- Researching bathroom floor epoxy companies for new bathroom floors.
- Finalizing quotes for Front Gate replacement (Capital Project).
- Installed motion activated security light for outside of pool office to discourage vandalism.
- Kid pool backwashed eight (5) times.
- Backwashed Lap pool six (4) times.
- Cleaned and scrubbed the kid pool structure. Water features checked on a daily basis for safety.
- Staff performs daily walks of pool deck, and surrounding property to make sure all bathrooms, equipment and facility are consistently maintained.
- Staff created a preventive maintenance plan for new kiddy pool structure and lap pool.
- Deep cleaned pump room.
- Cleaned Classroom.

- Cleaned storage closet.
- Continuing to cover Lap pool due to temperature changes.
- Continued to work on Capital projects for FY2021.

## Other

- Conducted in-service for current staff.
- Swim lessons postponed until COVID-19 restriction allow.
- Continuing staff training in pump room operations.
- Researching for staff to get CPO Certifications.

## COMMUNITY OUTREACH & SPECIAL EVENTS

**Due to the pandemic events and programs have been postponed.**

- Continuing close communication with Garden State fireworks.
- Cella Molnar & Associates rented the Bay Oaks gymnasium on January 28<sup>th</sup>, 2021 for public meeting. An outside company was hired to sanitize the facility immediately after the event.
- Created BOSS Newsletter, sent to group.
- Posted BOSS Newsletter on Facebook and Towns Website.
- Continuing participation in monthly Kiwanis meetings virtually.
- Lee County hazardous waste collection scheduled in the Pool parking lot for Friday, February 5<sup>th</sup>.
- Staff working on details for future community events Post COVID-19.

## MARKETING/SOCIAL OUTREACH

- Continuing to update Parks and Recreation page on Town's Website and Facebook with the assistance of Town's Communications Coordinator, Jennifer Dexter.
- Continuing to research activities and resources to share with residents and guests.
- Continuing to work towards goals and objectives as listed in the Strategic Plan.
- Continuing to post CDC flyers for best practices for parks and recreation during COVID-19.
- Continuing conversations with Fort Myers Beach Elementary in reference to COVID-19.
- Jennifer Dexter, Communications Officer, posted information on the Town Facebook page listing Department updates.
- Created BOSS Newsletter, sent to group.
- Posted BOSS Newsletter on Facebook and Towns Website.
- Director and staff are creating a marketing plan for staff to implement in 2021.

## SAFETY

All staff is adhering to CDC guidelines and ensuring all measures are taken to prevent the spread of COVID-19 and to keep all members, students and staff safe.

- Worked with Town attorney to include COVID-19 wording in all agreements and waivers.
- All Weight Room/Cardio Room users have their temperature taken when they enter the facility.
- Weight Room/Cardio Room Disinfected every 45 minutes.
- Hand sanitizer stations are located in multiple locations, with signs encouraging use.
- Restrooms have been designated for weight room users to avoid contact with Youth Program participants.
- Deep cleaning of entire facility is done on a regular basis, sanitizing for COVID-19 virus from an outside contractor.
- All surfaces and equipment are disinfected, and office areas wiped down and disinfected hourly. Hand sanitizer placed in each area for staff use and social distancing required at all times.
- Continuing to work with Florida League of Cities to ensure campus wide safety.
- Outdoor restrooms are open limited hours for scheduled programs. Restrooms are sanitized after each program and or opening.

## FACILITY UPDATES AND IMPROVEMENTS

- General Maintenance of the facility.
  - Kirkwood Electric added covers to the outdoor plug-ins for safety.
  - Removed outdated newspaper bin and wooden pamphlet box by Little League.
  - Facility signage updated and laminated.
- Annual fire inspection conducted.
- Crushed shell for campus received and placed as needed.
- Director working with Public Work Director and DMRP Consultants on gathering of information for the Bay Oaks Redevelopment Plan.
- Necessary equipment updates to weight room have been completed.
- Field maintenance.
  - Prepared for Little League season (in-house lip work, mound repairs).
  - Working closely with JSM to make needed improvements to ball fields for Little League.
  - Scoreboard improvements underway.
- Added additional office work space for staff inside Recreation Offices while maintaining

physical distancing.

- Concession building lights and doors and windows checked.
- Improved facility appearance/signage by removing cones and adding stanchions with signage to the inside and outside of the facility (weight room path, building entrance)
- Installed donated tv in Senior room.

#### **PERSONNEL/ PROFESSIONAL DEVELOPMENT/ OTHER**

- All full-time staff completed Everything DiSC series presented by Lorna Kibbey Leadership Solutions. Professional development virtual course.
- Full-time leadership staff is completing Everything DiSC-Management series presented by Lorna Kibbey Leadership Solutions.
- Staff temperatures taken daily. CDC guidelines are continuing to be followed. Mask are required and are being worn at all times by staff and social distancing.
- Staff working towards accreditation by the Commission for Accreditation of Park and Recreation Agencies (CAPRA).
- Continuing to research trainings for full and part time staff to assist with accreditation and enhancement of customer service and all program offerings.
- Part Time Lifeguard positions posted on Indeed. Continuing to review applicants.
- Cross training staff to fill in at Mound House as needed during season.
- Strategic plan goals continue to be advanced and completed.
- Finalized facility use agreement for FMB Little League season 2021.

#### **BAY OAKS RECREATION CENTER ADVISORY BOARD (BORCAB)**

- BORCAB's next regularly scheduled meeting is scheduled for Tuesday, March 2, 2021 at 9am.