

JAY INSLEE  
Governor



STATE OF WASHINGTON  
Office of the Governor

**TO:** Interested Stakeholders

**FROM:** Governor Jay Inslee

**DATE:** June 9, 2020

**SUBJECT:** Modified Phase 1 Miniature Golf, Putt Putt Golf, and Staffed Water Recreation Facilities; Phase 2 Golf; Modified Phase 1 Gymnastics; and Aquariums – Proclamations 20-25 and 20-25.4

This memorandum serves as the criteria for resuming miniature golf, putt putt golf, and staffed water recreation facilities in Modified Phase 1; amending Phase 2 golf; moving team gymnastics activities to Modified Phase 1; and clarifying the requirements for zoos and aquariums. This memorandum is effective June 9, 2020.

After consulting with stakeholders, we have developed the **Phase 2 Miniature Golf, Putt Putt Golf, and Staffed Water Recreation Facilities COVID-19 Requirements**. These requirements apply as long as Gubernatorial Proclamations 20-25 and 20-25.4, or any extension thereof, is in effect or if adopted as rules by a federal, state or local regulatory agency. In addition, we are making the following amendments to existing COVID-19 Requirements:

- a) Golfers from different households may now share a power cart in Phase 2. Updated Phase 2 requirements are [here](#).
- b) Team gymnastics, including training for USA Gymnastics athletes may now take place in Modified Phase 1, in accordance with all Phase 2 requirements. The placement of team gymnastics in Modified Phase 1 does not affect any other activity covered in the Phase 2 Guidance for Fitness and Training. The Phase 2 guidance is [here](#).
- c) Zoos are now permitted to reopen indoor exhibits at 25 percent capacity, and aquariums are now treated synonymously with zoos. Updated Phase 2 requirements are [here](#).

This memorandum stands in the place of any omission from and supersedes any conflicting provision in Proclamation 20-25's Appendix, "Essential Critical Infrastructure Workers."

**The activities described in this memorandum may resume immediately if:**

- a) **The businesses can meet and maintain all requirements, including providing materials, schedules and equipment needed to comply; and**
- b) **The businesses conduct only those activities that are allowed under their county's phase status.**

**General questions about how to comply with safety practices** can be submitted to the state's Business Response Center at <https://coronavirus.wa.gov/how-you-can-help/covid-19-business-and-workerinquiries>.

**All other violations related to Proclamation 20-25** can be submitted at <https://bit.ly/covid-compliance>.

# Outdoor Recreation Phase 1 Clarifications and Phase

## 2 – Update No. 3 COVID-19 Requirements

Included Here:

- **Staffed outdoor tennis facilities public and private**
- **Guided ATV, paddle sports, and horseback riding**
- **Guided fishing**
- **Go-cart tracks, ORV/motocross facilities, and participant-only motorsports**
- **Gondolas**
- **Zoos and Aquariums**
- **All other activities substantially similar in operation and equally able to meet the requirements mandated by this memorandum.**

All staffed outdoor tennis facilities (public and private), guided ATV, paddle sports, horseback riding, guided fishing, go-cart tracks, ORV/motocross facilities, participant-only motorsports, gondolas, zoos, aquariums, and substantially similar activities operating during Phase 1 and 2 must adopt a written procedure for employee safety and customer interaction that is at least as strict as this procedure and complies with the safety and health requirements below, including recreation-specific guidance.

### Safety and Health Requirements

All staffed outdoor tennis facilities (public and private), guided ATV, paddle sports, horseback riding, guided fishing, go-cart tracks, ORV/motocross facilities, participant-only motorsports and substantially similar activities operating during Phase 1 and 2 have a general obligation to keep a safe and healthy facility in accordance with state and federal law, and comply with the following COVID-19 worksite-specific safety practices, as outlined in Governor Jay Inslee’s “Stay Home, Stay Healthy” Proclamation 20-25, and in accordance with the Washington State Department of Labor & Industries [General Requirements and Prevention Ideas for Workplaces](#) and the Washington State Department of Health Workplace and Employer Resources & Recommendations at <https://www.doh.wa.gov/Coronavirus/workplace>.

Employers must specifically ensure operations follow the main L&I COVID-19 requirements to protect workers, including:

- Educate workers in the language they understand best about coronavirus and how to prevent transmission and the employer’s COVID-19 policies.
- Maintain minimum six-foot separation between all employees (and customers) in all interactions at all times. When strict physical distancing is not feasible for a specific task, other prevention measures are required, such as use of barriers, minimize staff or customers in narrow or enclosed areas, stagger breaks, and work shift starts.
- Provide personal protective equipment (PPE) such as gloves, goggles, face shields and face masks as appropriate or required to employees for the activity being performed. Cloth facial coverings must be worn by every employee not working alone on the jobsite unless their exposure dictates

a higher level of protection under Department of Labor & Industries safety and health rules and guidance. Refer to [Coronavirus Facial Covering and Mask Requirements](#) for additional details. A cloth facial covering is described in the Department of Health guidance, <https://www.doh.wa.gov/Portals/1/Documents/1600/coronavirus/ClothFacemasks.pdf>.

- Ensure frequent and adequate hand washing with adequate maintenance of supplies. Use disposable gloves where safe and applicable to prevent transmission on tools or other items that are shared.
- Establish a housekeeping schedule that includes frequent cleaning and sanitizing with a particular emphasis on commonly touched surfaces.
- Screen employees for signs/symptoms of COVID-19 at start of shift. Make sure sick employees stay home or immediately go home if they feel or appear sick. Cordon off any areas where an employee with probable or confirmed COVID-19 illness worked, touched surfaces, etc. until the area and equipment is cleaned and sanitized. Follow the [cleaning guidelines set by the CDC](#) to deep clean and sanitize.

A site-specific COVID-19 Supervisor shall be designated by the employer at each job site to monitor the health of employees and enforce the COVID-19 job site safety plan.

A worker may refuse to perform unsafe work, including hazards created by COVID-19. And, it is unlawful for their employer to take adverse action against a worker who has engaged in safety-protected activities under the law if their work refusal meets certain requirements.

Employees who choose to remove themselves from a worksite because they do not believe it is safe to work due to the risk of COVID-19 exposure may have access to certain leave or unemployment benefits. Employers must provide high-risk individuals covered by Proclamation 20-46 with their choice of access to available employer-granted accrued leave or unemployment benefits if an alternative work arrangement is not feasible. Other employees may have access to expanded family and medical leave included in the Families First Coronavirus Response Act, access to use unemployment benefits, or access to other paid time off depending on the circumstances. Additional information is available at <https://www.lni.wa.gov/agency/outreach/paid-sick-leave-and-coronavirus-covid-19-common-questions>.

**No business may operate until it can meet and maintain all the requirements in this document, including providing materials, schedules and equipment required to comply. Additional considerations may be adopted, as appropriate.**

All issues regarding worker safety and health are subject to enforcement action under L&I's Division of Occupational Safety and Health (DOSH).

- Employers can request COVID-19 [prevention advice and help](#) from L&I's Division of Occupational Safety and Health (DOSH).
- Employee Workplace safety and health complaints may be submitted to the L&I DOSH Safety Call Center: (1-800-423-7233) or via e-mail to [adag235@lni.wa.gov](mailto:adag235@lni.wa.gov).
- General questions about how to comply with the agreement practices can be submitted to the state's Business Response Center at <https://coronavirus.wa.gov/how-you-can-help/covid-19-business-andworker-inquiries>.

- All other violations related to Proclamation 20-25 can be submitted at <https://bit.ly/covidcompliance>.

## **Staffed Outdoor Tennis Facilities, Public and Private**

### **RESTART COVID-19 REQUIREMENTS AND RECOMMENDATIONS**

All tennis facilities should stay updated on advice from the United State Tennis Association's recommendations for players:

<https://www.usta.com/en/home/stay-current/national/usta-statement-on-safety-of-playing-tennis-duringthe-covid-19-v.html> And for facilities:

<https://www.usta.com/en/home/stay-current/national/playing-tennis-safely--facility-and-programmingrecommendations.html>

Tennis is viable and relatively low risk, however there are additional precautions that need to be in place to ensure the safety of players, tennis facility staff and officials. In order to operate, the following requirements must be implemented at staffed outdoor tennis facilities.

#### **Tennis Operations**

These items will be assessed, and potentially modified, on a weekly basis. Any facility planning to reopen on May 14, 2020, must comply with the following:

1. Utilize on-line or phone reservation systems to pre-pay and limit interactions, and restrict payments to credit cards only to eliminate the handling of cash.
2. [Deleted] *Please refer to the [memo](#) on customer logs.*
3. During **Phase 1** of Safe Start Washington, only singles tennis is allowed if players are from different households. Doubles tennis only allowed when all four members are from the same household. In **Phase 2**, restrictions on doubles tennis participation are removed.
4. Regularly sanitize counter tops, door knobs, other common surfaces, cash registers, score posting kiosks, and other frequently touched surfaces including employee used equipment.
5. Players are required to bring their own tennis balls.
6. During **Phase 1** only one-on-one instruction with social distancing. During **Phase 2** only instructions groups of 5 or less with social distancing.
7. Install signage to discourage group congregation, or to limit numbers of people in a certain area. Players will be reminded to be especially mindful of social distancing in the parking lot, and around courts. Where necessary, warn repeat offenders. Encourage frequent handwashing especially before and after matches where frequent hand-to-face contact can occur. Consider providing tissues, a receptacle for used tissues, and hand sanitizer by the courts for use prior, during, and after matches. Ensure any receptacles are emptied often to prevent any overflow especially in outdoor areas.
8. In **Phase 2**, competitions without spectators are allowed. Competitors must practice social distancing when awaiting a match and must leave when their match is completed.
9. Keep up to date on all changes issued by the Office of the Governor, the Department of Labor & Industries, and the Department of Health.

10. Ask players to leave the facility immediately after playing to eliminate congestion/gathering on the property or in the parking lot.

#### **Other Facility Operations**

11. Increase the number of hand sanitizing stations throughout the facility.
12. Increase frequency of HVAC system filter changing.
13. Ensure restrooms are frequently cleaned and appropriately sanitized throughout the day.
14. Food and beverage services must conform to curbside, delivery, and dine-in restaurant requirements. Vending machines may be used as long as sanitation wipes are provided for customer use, an appropriately sized receptacle for used wipes is in the immediate vicinity, and that receptacle is emptied regularly preventing overflow especially in outdoor areas.

### **Guided ATV, Paddle Sports, Horseback Riding, other Guided Outdoor Activities RESTART COVID-19 REQUIREMENTS AND RECOMMENDATIONS**

Guided ATV, paddle sports, horseback, hiking, climbing, rafting, and bicycling tours and instruction are viable and relatively low risk, however there are additional precautions that need to be in place to ensure the safety of customers and staff. In order to operate, the following requirements must be implemented:

#### **Guide Operations**

These items will be assessed, and potentially modified, on a weekly basis. Any business planning to reopen this service starting May 14, 2020, must comply with the following:

1. Utilize on-line or phone reservation systems to pre-pay and limit interactions, and restrict payments to credit cards only to eliminate the handling of cash.
2. [Deleted] *Please refer to the [memo](#) on customer logs.*
3. During **Phase 1** of Safe Start Washington clients for guided tour trips must be all be from the same household with maximum of 8 participants. In **Phase 2**, groups of mixed households allowed, with a maximum of 8 households and a maximum of 12 individuals in a group. In **Phase 2**, overnight trips are allowed. Socially distancing still required between participants of different households.
4. Users need to bring their own pens to sign waivers or use hand sanitizer when using digital devices to sign waivers.
5. Create adequate space for physical distancing during tour check-ins, and when outfitting customers. Use visual markers for reference.
6. When outfitting participants with helmets, gear, protective clothing, and lifejackets, staff will maintain social distance. All gear must be sanitized between each use.
7. Where necessary, stagger tour departures to minimize contact between staff and groups of participants.
8. Develop cleaning protocols that allow for proper disinfection of helmets, gear, protective clothing, and lifejackets after use using CDC and EPA approved products. Regularly sanitize

counter tops, hand rails, door knobs, and other common surfaces. Have hand sanitizer available for staff and clients.

9. In **Phase 1**, shuttle transportation only allowed for groups where all members are in the same household. In **Phase 2**, mixed household groups are allowed only if social distancing while transporting is maintained.
10. Require customers to cancel if they have a fever, cough, shortness of breath, fatigue, muscle aches, or new loss of taste or smell and ensure that they can reschedule with no penalty when they are feeling better.
11. Keep up to date on all changes issued by the Office of the Governor, the Department of Labor & Industries, and the Department of Health.

## **Guided Fishing and Charter Boat Excursions**

### **RESTART COVID-19 REQUIREMENTS AND RECOMMENDATIONS**

Guided fishing is an activity that is viable and relatively low risk, however there are additional precautions that need to be in place to ensure the safety of customers and staff. In order to operate, the following requirements must be implemented:

#### **Guide Operations**

These items will be assessed, and potentially modified, on a weekly basis.

Any business planning to reopen this service starting on May 14, 2020, must comply with the following:

1. Utilize on-line or phone reservation systems to pre-pay and limit interactions, and restrict payments to credit cards only to eliminate the handling of cash.
2. [Deleted] *Please refer to the [memo](#) on customer logs.*
3. During **Phase 1** of Safe Start Washington, only guided fishing trips with up to two clients at a time are allowed and all clients must be from the same household. Social distancing must be maintained. In **Phase 2**, charter boats are permitted to host up to twelve customers from up to eight households. Boats with 8 or more customers are limited to one customer per nine feet of rail space. Social distancing must be maintained.
4. Require passengers to bring and wear masks or facial coverings on the boats. Crew members are also required to wear masks or facial coverings on boats.
5. Users need to bring their own pens to sign waivers. Digital devices must be sanitized between each user to sign waivers.
6. Consider the space provided for each customer when determining the maximum number of people allowed onboard. Ensure there is 6 feet of rail space between each person, or 9 feet of rail space if there are 8 or more customers onboard. Limit the number of passengers permitted in the cabin at any one time to provide adequate spacing unless there are safety issues such as weather or sea conditions.
7. In **Phase 2**, overnight boats are allowed. Physically distancing is still required between participants of different households. The bunks pads and all bunk room surfaces and hand holds should be cleaned and disinfected between each trip.

8. Create adequate space for physical distancing during tour check-ins, and when outfitting customers. Use visual markers for reference.
9. When outfitting participants with protective clothing and lifejackets, staff will maintain social distance. When social distance is not possible staff will wear appropriate PPE, including masks or facial coverings.
10. Where necessary, stagger tour departures to minimize contact between staff and groups of participants.
11. Develop cleaning protocols that allow for proper disinfection of fishing gear, protective clothing, and lifejackets after each use using CDC and EPA approved products. Regularly sanitize counter tops, hand rails, door knobs, and other common surfaces. Have hand sanitizer available for staff and clients.
12. In **Phase 1**, shuttle transportation only allowed for groups where all members are in the same household. In **Phase 2**, mixed household groups are allowed only if social distancing while transporting is maintained.
13. Require customers to cancel if they have a fever, cough, shortness of breath, fatigue, muscle aches, or new loss of taste or smell and ensure that they can reschedule with no penalty when they are feeling better.
14. Keep up to date on all changes issued by the Office of the Governor, the Department of Labor & Industries, and the Department of Health.

## **Go-cart Tracks, ORV/Motocross Facilities, Participant-only Motorsports**

### **RESTART COVID-19 REQUIREMENTS AND RECOMMENDATIONS**

Go-cart tracks, ORV/motocross and participant-only motorsports facilities provide activities that are viable and relatively low risk, however there are additional precautions that need to be in place to ensure the safety of customers. In order to operate, the following requirements must be implemented at staffed outdoor facilities.

#### **Facility Operations**

These items will be assessed, and potentially modified, on a weekly basis.

Any facility planning to reopen starting on May 14, 2020, must comply with the following:

1. Utilize on-line or phone reservation systems to pre-pay and limit interactions, and restrict payments to credit cards only to eliminate the handling of cash.
2. [Deleted] *Please refer to the [memo](#) on customer logs.*
3. During **Phase 1** of Safe Start Washington, only members of the same household shall travel together to recreate at these facilities.
4. Regularly sanitize counter tops, door knobs, other common surfaces, cash registers, kiosks, and other frequently touched surfaces including employee used equipment.
5. Users need to bring their own pens to sign waivers. Digital devices must be sanitized between each user to sign waivers.
6. During **Phase 1**, only one-on-one instruction with social distancing is permitted.

7. Install signage to discourage group congregation, or to limit numbers of people in a certain area. Customers will be reminded to be especially mindful of social distancing in the parking lot. Where necessary, warn repeat offenders. Encourage frequent handwashing. Consider providing tissues, a receptacle for used tissues, and hand sanitizer for use prior, during, and after events. Ensure any receptacles are emptied often to prevent any overflow especially in outdoor areas.
8. During **Phase 1**, no additional spectators are allowed beyond users and household members who have travelled together. Users must practice social distancing when awaiting a race or use of the facility and must when it is completed.
9. Keep up to date on all changes issued by the Office of the Governor, the Department of Labor & Industries, and the Department of Health.
10. Ask users to leave the facility immediately after they are done to eliminate congestion/gathering on the property or in the parking lot.

### **Other Facility Operations**

11. Increase the number of hand sanitizing stations throughout the facility.
12. Ensure restrooms are frequently cleaned and appropriately sanitized throughout the day.
13. Food and beverage services must conform to curbside, delivery, and dine-in restaurant requirements. Vending machines may be used as long as sanitation wipes are provided for customer use, an appropriately sized receptacle for used wipes is in the immediate vicinity, and that receptacle is emptied regularly preventing overflow especially in outdoor areas.

## **Gondolas/Lift Chairs**

### **PHASE 2 RESTART COVID-19 REQUIREMENTS AND RECOMMENDATIONS**

#### **Operations**

These items will be assessed, and potentially modified, on a weekly basis.

Any gondola operation or similar operation to reopen starting on May 26, 2020, must comply with the following:

1. Utilize on-line or phone reservation systems to pre-pay and limit interactions, and restrict payments to credit cards only to eliminate the handling of cash.
2. *Please refer to the [memo](#) on customer logs.*
3. During **Phase 1 and Phase 2** of Safe Start Washington, only members of the same household are allowed to ride in the same gondola cabin or chairlift chair.
4. Regularly sanitize gondolas cabins, lift chairs, counter tops, door knobs, other common surfaces, cash registers, kiosks, and other frequently touched surfaces including employee used equipment.
5. Install signage to discourage group congregation, or to limit numbers of people in a certain area. Players will be reminded to be especially mindful of social distancing in the parking lot, and around exhibits. Warn frequent offenders.

6. Encourage frequent handwashing. Consider providing tissues, a receptacle for used tissues, and hand sanitizer for use prior, during, and after activities. Ensure any receptacles are emptied often to prevent any overflow especially in outdoor areas.
7. Keep up to date on all changes issued by the Office of the Governor, the Department of Labor & Industries, and the Department of Health.
8. Ask visitors to leave the facility immediately after they are done to eliminate congestion/gathering on the property or in the parking lot.
9. Increase the number of hand sanitizing stations throughout the space.
10. Ensure restrooms are frequently cleaned and appropriately sanitized throughout the day.
11. Food and beverage services must conform to curbside, delivery, and dine-in restaurant requirements. Vending machines may be used as long as sanitation wipes are provided for customer use, an appropriately sized receptacle for used wipes is in the immediate vicinity, and that receptacle is emptied regularly preventing overflow especially in outdoor areas.

## **Zoos and Aquariums**

### **PHASE 2 RESTART COVID-19 REQUIREMENTS AND RECOMMENDATIONS**

#### **Operations**

These items will be assessed, and potentially modified, on a weekly basis.

Any zoo, aquarium, or similar operation to reopen starting on May 26, 2020, or the first date on which their county moves into Phase 2, must comply with the following:

1. Utilize on-line or phone reservation systems to pre-pay and limit interactions, and restrict payments to credit cards only to eliminate the handling of cash.
2. *Please refer to the [memo](#) on customer logs.*
3. Zoos and aquariums may operate indoor and outdoor exhibits; total capacity is limited to 25 percent.
4. Regularly sanitize counter tops, door knobs, other common surfaces, cash registers, kiosks, and other frequently touched surfaces including employee used equipment.
5. Install signage to discourage group congregation, or to limit numbers of people in a certain area. Players will be reminded to be especially mindful of social distancing in the parking lot, and around exhibits. Warn frequent offenders.
6. Encourage frequent handwashing. Consider providing tissues, a receptacle for used tissues, and hand sanitizer for use prior, during, and after activities. Ensure any receptacles are emptied often to prevent any overflow especially in outdoor areas.
7. Keep up to date on all changes issued by the Office of the Governor, the Department of Labor & Industries, and the Department of Health.
8. Ask visitors to leave the facility immediately after they are done to eliminate congestion/gathering on the property or in the parking lot.
9. Increase the number of hand sanitizing stations throughout the space.
10. Ensure restrooms are frequently cleaned and appropriately sanitized throughout the day.

11. Food and beverage services must conform to curbside, delivery, and dine-in restaurant requirements. Vending machines may be used as long as sanitation wipes are provided for customer use, an appropriately sized receptacle for used wipes is in the immediate vicinity, and that receptacle is emptied regularly preventing overflow especially in outdoor areas.