



LA Clays COVID-19 Operations Plan (rev 5/9/20)

LA Clays Shooting Sports Park, LLC, with permission from The County of Los Angeles Department of Parks and Recreation, prepares to re-open with the following operating hours.

Monday (closed), Tuesday, Wednesday, Thursday, Friday (10:00 am to 4:00 PM), Saturday & Sunday (9:00 am - 5:00 PM).

LA Clays will implement a variety of procedures to promote social distancing and keep common areas sanitized.

The facility shall have a designated manager during regular business hours dedicated to ensuring patrons and staff are practicing social distancing protocols and managing sanitation and cleaning practices consistent with those recommended/required by the LA County Department of Public Health. ***Please see Appendix A: Social Distancing Protocol (form which will be completed and posted at all departments).***

RECOMMENDED RESTRICTIONS

The following Social Distancing Safety Protocols shall be in effect until further notice. Protocols may be further enhanced at the sole discretion of the County to additionally ensure the safety of the public and employees. *Due to the nature of the Clay Target Shooting Sports disciplines (Trap, Skeet and Sporting Clay), social distancing naturally occurs on ranges due to the shooting positions designated on the shooting fields and stations. Shooters typically do not stand closer than 6 feet from one another, and close supervision will be maintained by Range Safety Officers to ensure general safety protocols, in addition to COVID-19 distance protocols on shooting ranges are being followed.*

- Extensive instructional and informational signage will be provided at customer check-in and posted throughout the facility.
- Restaurant facilities shall remain closed until orders are lifted by the local regulatory agencies allowing similar businesses to reopen.
- Payment of shooting fees shall be from an existing outdoor facing window, currently located in the Main Clubhouse facility. A minimum of five (5) six-foot social distancing markings will be installed on the ground. Stanchions and other delineators at each check-in location will be set up to create a six-foot barrier around the areas in order to minimize close contact between employees and the public.
- Patrons are encouraged to pre-pay using debit/credit cards. Waivers and Instructions will be available to be filled out online.
- All merchandise sales through the squadding window shall be final. Patrons shall not be allowed to enter the Pro-Shop.



- Private lessons will be allowed using proper social distancing techniques and assuming both the student and instructor wear face masks. There shall be no group lessons (2 or more at a time).
- No tournaments will be allowed.
- Bottled water or canned beverages will be available for purchase, no water fountains or water coolers will be accessible for customer consumption.
- One bench or table will be available at each shooting station/field to allow for equipment to be placed while shooting at that location (ammunition, safety gear).

MAINTENANCE PROTOCOLS

All staff shall wear a face mask and gloves when interacting with the public. Face masks (for purchase) and hand sanitizer will be provided for customers.

Items (e.g. pens will be handed out when requested, not placed on counters). Safety equipment will be disposable (foam ear plugs, safety glasses), and available for customer purchase at the registration window.

Public counters and service windows will be sanitized after each client.

Commonly used items will be sanitized after every use.

Commonly used equipment shall be sanitized before and after each use.

All restrooms will be serviced and disinfected hourly every day.

Facility doors will be propped open wherever possible.

MONITORING PROTOCOLS

Operations Manager and Maintenance Manager will monitor and inspect all areas to ensure Social Distancing and Sanitation protocols are being met.

Break rooms, Restrooms, Clubhouse, Range Equipment will be disinfected hourly, per the attached Appendix A: Social Distancing Protocol.

Hand Sanitizer, Soap and Disinfectant cleaning products effective against COVID-19 and other viruses will be supplied and re-filled as needed.

Employees will be provided adequate breaks and required to wash hands frequently.

For any questions or comments regarding this protocol, please contact Betsy James, CEO (661) 373-4658.

General Reopening Checklists for Trap and Skeet, Archery Range and Outdoor Recreation Shooting Facilities

The Los Angeles County Department of Public Health (Public Health) is calling on the public, all business owners and community organizations to support the reopening of businesses and public spaces. Through our collective Safer at Home efforts, we have successfully slowed the number of new COVID-19 cases and hospitalizations, allowing for a phased reopening of many aspects of regular life.

To aid in this transition, Public Health asks all archery and shooting range operators to take appropriate steps to plan for reopening, in alignment with the Recovery Plan. The following issues are critical and must be addressed to ensure that workers and players reduce the risk of spread at archery and shooting ranges:

- (1) Protecting and supporting employee and customer health
- (2) Ensuring appropriate physical distancing
- (3) Ensuring proper infection control
- (4) Communicating with the public
- (5) Ensuring equitable access to services

These critical areas have been incorporated into the checklist below and must be implemented as required archery and shooting range reopening protocols.

All Archery and Shooting Ranges must implement all applicable measures listed below and be prepared to explain why any measure that is not implemented is not applicable.

Archery/Shooting Range Court
name:

Facility Address:

A. RECOMMENDED RESTRICTIONS

- ☐ Face coverings are required at all times.
- ☐ Physical distancing of six (6) feet is required all times.
- ☐ Facility operator has placed delineators at sport stations to create a six (6)-foot distance between participants.
- ☐ No rentals are offered.
- ☐ Safety equipment (such as foam ear plugs, safety glasses) are disposable.
- ☐ Private lessons are allowed while practicing physical distancing. No group lessons are allowed.
- ☐ No tournaments are allowed.
- ☐ Doors, entrances, and/or gates remain open during normal operational hours.
- ☐ Payment of fees are done on-line and/or utilizing an outdoor facing window or door.

- ☐ Food and beverage offered on site is for grab and go only.

If Employees or Staff are present on site:

- ☐ All employees have been told not to come to work if sick, or if they are exposed to a person who has COVID-19. Employees understand to follow DPH guidance for self-isolation and quarantine, if applicable. Workplace leave policies have been reviewed and modified to ensure that employees are not penalized when they stay home due to illness.
- ☐ Upon being informed that one or more employees test positive for, or has symptoms consistent with COVID-19 (case), the employer has a plan or protocol in place to have the case(s) isolate themselves at home and require the immediate self-quarantine of all employees that had a workplace exposure to the case(s). The employer's plan should consider a protocol for all quarantined employees to have access to or be tested for COVID-19 in order to determine whether there have been additional workplace exposures, which may require additional COVID-19 control measures.
- ☐ Symptom checks are conducted before employees may enter the workspace. Checks must include a check-in concerning cough, shortness of breath or fever and any other symptoms the employee may be experiencing. These checks can be done remotely or in person upon the employees' arrival. A temperature check should be done at the worksite if feasible.
- ☐ All employees who have contact with the public or other employees during their shift (s) are offered, at no cost, a cloth face covering. The covering is to be worn by the employee at all times during the workday when in contact or likely to come into contact with others. Employees need not wear a cloth face covering when the employee is alone in a private office or a walled cubicle.
- ☐ Employees are instructed to wash their face coverings daily.
- ☐ Employees have been reminded to adhere to personal prevention actions including:
 - ☐ Stay home when you are sick. Stay home for at least 3 days (72 hours) after recovery, which means your fever has resolved without the use of fever-reducing medications and there is improvement in your respiratory symptoms (e.g., cough, shortness of breath), AND at least 10 days have passed since your symptoms first appeared.
 - ☐ Wash your hands often with soap and water for at least 20 seconds. If soap and water are not available, use alcohol-based hand sanitizer that contains at least 60% alcohol. Wash your hands before meals, after using the restroom and after coughing and sneezing.
 - ☐ Cover your coughs and sneezes with a tissue, and then dispose of the tissue and clean your hands immediately. If you do not have a tissue, use your elbow (not your hands).
 - ☐ Do not touch your mouth, eyes, nose with unwashed hands.
 - ☐ Avoid contact with people who are sick.
 - ☐ Avoid sharing items such as phones or other devices. If devices must be shared be sure to wipe them down with a disinfectant wipe before and after sharing.
 - ☐ Constantly observe your work distances in relation to other staff. Always maintain the recommended minimum 6 feet separation from others unless specific work

assignments require less distancing and wear a face cloth covering when working near or with others.

- ☐ Disinfect frequently touched objects and surfaces such as workstations, keyboards, telephones, handrails, machines, shared devices, and doorknobs. This should be done hourly during business hours.

- ☐ Copies of this Protocol have been distributed to all employees.

B. MAINTENANCE PROTOCOLS

- ☐ Group gatherings are prohibited, and benches and tables are removed or cordoned off because they can't be used.
- ☐ Commonly used items are sanitized regularly.
- ☐ Commonly used equipment is sanitized before and after each use.
- ☐ Restrooms are sanitized regularly.
- ☐ Water fountains are available to fill water bottles only.

C. MONITORING PROTOCOLS

- ☐ Instructional and informational signage is posted throughout the facility regarding infection control, physical distancing and the use of face coverings.
- ☐ Facility Operators conduct periodic visits to monitor that players are complying with the restrictions.
- ☐ Players are asked to leave if not complying with these restrictions.

Any additional measures not included above should be listed on separate pages, which the business should attach to this document.

You may contact the following person with any questions or comments about this protocol:

**Archery/Shooting
Range Contact
Name:**

Phone number:

**Date Last
Revised:**



PREVENT THE SPREAD OF COVID-19



DISTANCING REQUIRED



SPORTS AND PLAY AREAS CLOSED



NO GROUP GATHERINGS



WHAT'S OPEN?

EFFECTIVE MAY 15, 2020



LA County Parks is reopening some amenities in accordance with guidance from health officials while other areas remain temporarily closed to help prevent the spread of COVID-19.

PHYSICAL DISTANCING ALWAYS REQUIRED. NO GROUP GATHERINGS ALLOWED.

OPEN

Physical distancing
required

Outdoor areas at:

- Local, community and regional parks for passive use. (Staff hours 9:30 AM - 6:00 PM)
- Botanic gardens (Descanso Gardens opens May 16)
- Lakes for fishing
- Boat launching (boat occupants must be from one household)
- Dog parks

LIMITED

Physical distancing &
specific guidelines
required

- Tennis and pickleball courts
- BMX Bike Parks
- Trap & Skeet, Archery, Outdoor Recreation Shooting Ranges
- Equestrian centers
- Model airplane areas
- Community gardens
- Golf courses
- LA County multi-use trails
- Free snack programs at some parks
- Outdoor restrooms from 7:00 AM - 5:30 PM

CLOSED

- Play and sports amenities closed until further notice: including: playgrounds, fitness equipment areas, skate parks, basketball/volleyball courts, baseball/soccer/multi-use fields, and lawn bowling.
- Buildings and indoor facilities closed to public: Restrooms, gymnasiums, aquatics centers, senior and community centers, computer labs, multi-purpose rooms/classrooms

For complete list of safety guidelines, visit parks.lacounty.gov/covid-19



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QUE ESTA ABIERTO?

CIERRES TEMPORALES EN RESPUESTA AL COVID-19

ACTUALIZACIÓN A PARTIR DEL 15 DE MAYO, 2020



Por precaución y de acuerdo a las recomendaciones de los funcionarios de salud estatales y locales para prevenir la propagación del COVID-19, El Departamento de Parques del Condado de Los Ángeles está cancelando programas temporalmente y limitando algunos servicios.

No congregaciones grupales.
Distancia social requerida.

ABIERTO

**Distancia social
requerida.**

Áreas al aire libre:

- Parques locales y regionales durante 9:30 AM – 6:00 PM
- Jardines Botánicos (Descanso Gardens abrirán el 16 de mayo)
- Lagos para pescar y pasear en bote, solo con personas del mismo hogar
- Parques de perros

LIMITADO

**Distancia social
requerida.**

Estas áreas tendrán acceso limitado a partir del 9 de Mayo:

- Canchas de tenis y pickleball
- Parques de bicicletas BMX
- Trampas y Skeet, campos de tiro de arco y recreación al aire libre
- Centros ecuestres para los jinetes solo
- Jardines de aviones modelo
- Jardines comunitarios
- Campos de golf con instrucciones específicas
- Senderos de multiuso con instrucciones específicas
- Programa de aperitivos gratis en algunos parques
- Baños afuera de 7:00 AM – 5:30 PM

CERRADO

- Todas las áreas de deporte están cerradas hasta nuevo aviso. Esto incluye pero no es limitado a parques de niños, equipos de ejercicio al aire libre/zonas de acondicionamiento físico, canchas de basketball, pistas de patinar, campos de béisbol/fútbol/uso múltiple, canchas de voleibol, y césped bolos.
- Edificios e instalaciones interiores cerradas al público: gimnasios y centros acuáticos, centros de mayores y comunitarios, laboratorios de computación y salas de instrucción multiusos y aulas.

Continuaremos evaluando diariamente nuestras operaciones y consultando con Salud Pública para recomendaciones y posibles cargos adicionales. Le mantendremos informado de cualquier cargo necesario a nuestros programas



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COMMUNITY UPDATE

STAGE 2 REOPENING

EFFECTIVE MAY 15, 2020



PHYSICAL DISTANCING REQUIRED

LA County Parks is reopening some amenities in accordance with guidance from health officials while other areas remain temporarily closed to help prevent the spread of COVID-19.

- Some amenities have reopened with specific guidelines and physical distancing required: **tennis and pickleball courts, equestrian centers, BMX bike areas, trap and skeet/archery ranges, model airplanes, and community gardens.**
- **Golf courses open.** Physical distancing required, single rider golf carts, no group gatherings.
- **Trails open** with physical distancing and face covering restrictions. Nature centers remain closed.
- **Lakes remain open for fishing and boating.** Boat occupants must be from one household.
- Botanic gardens (Descanso Gardens by May 16) remain open as outdoor-only facilities during regular hours. Check website for hours and ticketing.
- **All amenities remain closed** until further notice, including playgrounds, fitness equipment areas, basketball courts, skate parks, baseball/soccer/multi-use fields, volleyball, and lawn bowling.
- Local, community, and regional parks remain open as **outdoor-only facilities for passive use like walking, jogging, and leisure with members of your household.** Staff hours 9:30 AM–6:00 PM. Limited restrooms availability from 7:00 AM – 5:30 PM.
- Park buildings & indoor facilities remain closed to the public including: Indoor gymnasiums, computer labs, multi-purpose rooms, classrooms, aquatics centers/pools, indoor golf facilities & nature centers.
- **Free snack programs will continue** at locations where it is currently offered with social distancing implemented during distribution.
- **Senior Centers are closed.** For the Senior Lunch Program, contact the Los Angeles County Department of Workforce Development, Aging and Community Services at (800) 510-2020 or wdacs.lacounty.gov/covid-19.
- **All programming remains temporarily suspended** until further notice including recreational activities, indoor/outdoor sports leagues, aquatics classes, instructional courses, and group sessions.
- **All events and rentals are canceled.** New reservations are suspended until further notice.

We will continue to assess daily our operations and consult with Public Health for recommendations and possible further changes. We will keep you informed of any necessary changes to our programs.



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AVISO COMUNITARIO

SUSPENSION TEMPORAL DE PROGRAMAS



DISTANCIA SOCIAL REQUERIDA

ACTUALIZACIÓN A PARTIR DEL 15 DE MAYO, 2020

Por precaución y de acuerdo a las recomendaciones de los funcionarios de salud estatales y locales para prevenir la propagación del COVID-19, El Departamento de Parques del Condado de Los Ángeles esta implementando los siguientes cambios:

- Algunos servicios se han reabierto con reglas específicas y se requiere distanciamiento físico: **Canchas de tenis y pickleball, parques de bicicletas BMX, trampas y skeet, campos de tiro de arco y recreación al aire libre**
- **Campos de golf abiertos. Carritos de golf para un solo conductor, no hay reuniones de grupo.**
- **Los senderos de multiuso abiertos con restricciones.** Los centros de naturaleza permanecen cerrados.
- **Todas las áreas de deporte están cerradas** asta nuevo aviso. Esto incluye pero no es limitado a parques de niños, equipos de ejercicio al aire libre/zonas de acondicionamiento físico, canchas de basketball, pistas de patinar, campos de béisbol/fútbol/uso múltiple, voleibol y césped bolos.
- Las ubicaciones de los parques permanecerán **abiertas como instalaciones solo al aire libre** durante el horario de personal del parque 9:30 AM – 6:00 PM.
- **Acceso limitado a baños** durante las horas 7:00 AM – 5:30 PM.
- **No congregaciones grupales** en instalaciones al aire libre. **DISTANCIA SOCIAL REQUERIDA.**
- Jardines botánicos, (Descanso Gardens abriera el 16 de mayo), parques regionales, y lagos permanecen abiertos como instalaciones solo al aire libre durante las horas regulares, excepto el sábado 10 de mayo.
- **Edificios de parques del condado e instalaciones interiores se cerrarán**, incluyendo:
 - Gimnasios, laboratorios de computación, salones de instrucción multiusos y aulas, instalaciones acuáticas/piscinas, y de golf, y centros de naturaleza estarán cerradas.
- **Los programas de bocadillos gratuitos continuarán** en los lugares donde se ofrecen acutalmente. Distanciamiento social se implementara durante la distribución.
- **Los Centros Para Personas Mayores están cerrados.** Para el Programa de Almuerzo, para Personas Mayores, el Departamento de Fuerza Laboral de Desarrollo, Envejecimiento y Servicios a la Comunidad (WDACS) e información llame al 1-800-510-2020 y el sitio web de WDACS en <https://wdacs.lacounty.gov/covid-19>.
- **Se cancela toda la programación**, incluyendo: Actividades recreativas, ligas deportivas de interior y exterior, clases de deportes acuáticos, cursos de instrucción y sesiones grupales.
- **Todos los eventos y alquileres serán suspendidos.** Nuevas reservaciones serán suspendidas.

Continuaremos evaluando diariamente nuestras operaciones y consultaremos con Salud Pública para obtener recomendaciones y posibles cambios adicionales. Le mantendremos informado de cualquier cambio necesario en nuestros programas.



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MEDIA RELEASE

FOR IMMEDIATE RELEASE
May 13, 2020

Contacts: Dora H. Nuñez, (213) 216-1661
dhnunez@parks.lacounty.gov

Katie Martel, (213) 304-9863
kmartel@parks.lacounty.gov

TENNIS COURTS, EQUESTRIAN CENTERS, COMMUNITY GARDENS AND OTHER AMENITIES OPEN MAY 15 WITH RESTRICTIONS

LOS ANGELES – On Friday, May 15, the Los Angeles County Department of Parks and Recreation (LA County Parks) will begin reopening tennis and pickleball courts, equestrian centers, BMX bike areas, trap, and skeet/archery ranges, model airplanes, and community gardens, based on Stage Two of the reopening plan for the County of Los Angeles. LA County Parks has modified its operations to reopen these amenities with strict health guidelines to help prevent the spread of COVID-19.

“We are delighted to be able to reopen some of our non-contact amenities so the community can safely enjoy the emotional and physical benefits provided by parks,” said Norma E. García, Acting Director of LA County Parks. “We remind the public that adherence to guidelines and precautions is critical to safely operate these open facilities and continue to do their part during this transition stage of COVID-19.”

As its top priority, LA County Parks is taking precautions to ensure the health and safety of park guests, visitors, team members, and the community. LA County Parks continues to assess operations daily in consultation with the Los Angeles County Department of Public Health on necessary safety requirements.

Specific restrictions and safety guidelines required at these park amenities in accordance with the health officer order include, but are not limited to:

Tennis and Pickleball Courts

- Physical distancing of six (6) feet must be maintained at all times.
- Only singles play will be permitted.
- Each participant must bring their own bucket of balls with their initials on each ball. Participants will only be permitted to handle their own tennis and pickleball balls.
- Participants will be required to wear face coverings at all times except during play.
- Bring water and hand sanitizer or disinfecting wipes to wash and sanitize hands frequently.
- A maximum of one-hour play will be allowed on heavy traffic days.
- Private lessons are allowed using proper physical distancing techniques. Both the student and instructor will be required to wear face coverings. No lessons involving two (2) or more tennis or pickleball students are allowed.
- Payment of any fees shall be done on-line and/or utilizing an outdoor facing window or door.

Equestrian Centers

- Physical distancing of six (6) feet is required at all times.

- Face coverings are required at all times while in the common areas, including, without limitation, parking lots and stables.
- Face masks are not required during riding so long as physical distancing is maintained.
- Facility operator and staff shall wear a face covering and gloves at all times.
- Rides (Horse string) will be a single file and a maximum of four (4) riders at a time while practicing physical distancing. This is for trail use only.
- Private horse lessons will require proper physical distancing, and both instructors and students must wear face coverings at all times.
- Lessons shall be a maximum of two (2) participants at a time and conducted in a round pen. Round pen must be large enough to allow for physical distancing during lessons.
- Maximum number of riders in a round pen shall be determined by the size of the pen. At all times, round pens must be large enough to allow for physical distancing.
- Only one (1) horse and one (1) boarder will be allowed within the wash racks at a time.
- All boarders must use their own wash rack supplies, and hoses will be sanitized regularly.
- Payment of any fees shall be done on-line and/or utilizing an outdoor facing window or door.

BMX Bike Areas

- Physical distancing of six (6) feet is required at all times.
- Face coverings will be required at all times.
- Facility operator shall ensure that the entrance to the BMX Areas and/or Bike Park is single file – one participant at a time allowing for a six (6)-foot distance between participants.
- No rentals will be offered.
- Private lessons will be allowed while practicing physical distancing. There shall be no lessons involving more than two (2) people.
- No tournaments will be allowed.
- Doors, entrances, and/or gates shall remain open during regular operational hours.
- Payment of fees shall be done on-line and/or utilizing an outdoor facing window or door.
- Food and beverage will be grab and go and will follow the Los Angeles County Public Health Order and protocols.

Archery, Trap and Skeet, and Outdoor Recreation Shooting Ranges

- Face coverings will be required at all times.
- Physical distancing of six (6) feet is required at all times.
- Facility operator shall place delineators at sports stations to create a six (6)-foot distance between participants.
- No rentals will be offered.
- Safety equipment (such as foam earplugs, safety glasses) shall be disposable.
- Private lessons will be allowed while practicing physical distancing. There shall be no lessons involving more than two (2) people.
- No tournaments will be allowed.
- Doors, entrances, and/or gates shall remain open during normal operational hours.
- Payment of fees shall be done on-line and/or utilizing an outdoor facing window or door.
- Food and beverage will be grab and go and will follow the Los Angeles County Public Health Order and protocols.

Model Airplane Areas

- Physical distancing of six (6) feet is required at all times.
- Face coverings are required at all times.
- No group gatherings are allowed.
- No tournaments are allowed.

- Participants may only touch and handle their own model airplanes and gear.

Community Gardens

- Face coverings are required at all times.
- Physical distancing of six (6) feet is required at all times.
- Volunteer events will not be allowed to avoid group gatherings.
- Maximum number of participants in the garden at one time shall be determined by the size of the community garden and the number of plots.
- Bring hand sanitizer or sanitizing wipes, or a Ziploc bag with soapy water and a washcloth. Wash your hands before and after you go to the garden.
- Gloves are required while conducting gardening, including while handling tools and equipment.
- Remove all personal items and trash before leaving the garden.

For more information on reopening, temporary closures, and other changes in response to COVID-19, visit the LA County Parks website at <https://parks.lacounty.gov/covid-19>.

About LA County Parks and Recreation

The Los Angeles County Department of Parks and Recreation manages 183 parks and operates a network of 9 regional parks, 38 neighborhood parks, 20 community parks, 15 wildlife sanctuaries, 8 nature centers, 41 public swimming pools, more than 200 miles of multi-use trails for hiking, biking, and horseback riding, and the largest municipal golf system in the nation, consisting of 20 golf courses. The department also maintains four botanical centers: The Los Angeles County Arboretum and Botanic Garden, the South Coast Botanic Garden, Descanso Gardens, and Virginia Robinson Gardens. The department also owns the iconic Hollywood Bowl and John Anson Ford Amphitheatre.

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