



## **COVID-19 Plan for Cedar Hill Club**

**Contingent upon guidance**  
**from NJ Governor Murphy**

COVID-19 Committee



## Background

The Board appointed a Covid committee in May 2020 to present a recommendation on how the Club could open in a way that creates a safe environment while maximizing member enjoyment.

In support of this goal, the committee recognized there are no easy answers, every idea has pros and cons and no single solution exists to address each members' unique use of the Club.

To that end, the committee had thoughtful discussions to achieve the best balance and presented its recommendation for Board consideration. This report outlines the plan agreed to by the Board and is contingent upon additional guidance from Governor Murphy.

## Guiding Principles

- Numerous CDC guidance and decision tree documents were considered, including but not limited to guidance for *Aquatic Venues*, *Water Transmission & Covid-19* and *Workplaces*
- NJ Gov Murphy is expected to announce additional guidance on re-opening pools shortly. This plan best anticipates what that that guidance may be and will be adjusted if necessary.
- National and local industry best practices for opening pools were considered, including USA Swimming (national) and Rutgers' recreation (local)
- Best practices for pool re-opening plans in other states were also considered
- CHC's vast space, 18 acres mostly outdoors, lends itself to accommodating social distancing
- This is a fluid situation needed to be closely monitored and adjustments made over time

## Establishing a Capacity Limit and Approach to Manage

Two of the biggest decisions are around establishing what is expected to be requirements to operate at a reduced capacity for: 1) the Club and 2) the Pools.

### The Club

Considering the vast space in the Club – mostly outdoors - and management's recommendation, a cap of 200 people at any one time at the Club will be established, excluding staff. This is < 25% capacity of the Club, defined by total Club members, and would easily accommodate social distancing guidelines even if all 200 people were in the Main pool fenced-in area at one time (calculated based on measuring property). This assumes that guidance from Gov. Murphy ultimately provides provisions to operate at 25% capacity or a gathering of this size.

To put this into context, 2019 avg. daily attendance - not including guests/staff - for Weekdays was 185 (July) and 101 (Aug). Friday evenings were particularly busy. Weekend avg. daily attendance was 292 (July) and 202 (Aug).



It is difficult to estimate 2020 attendance as the current situation poses unique, opposing factors which may result in higher or lower daily attendance than in 2019. Based on these unknowns, the plan is to start with the following, monitoring closely throughout the first week to determine what adjustment may be needed:

- No guests until further notice
- Weekdays (Mon-Fri 3:30PM): First-come, first-serve, capped at 200 people
- Fri PM / Weekends: Establish 5 blocks of time capped at 200 people each
  - Fri PM (4-close), Sat AM (11-3:30), Sat PM (4-close), Sun AM (11-3:30), Sun PM (4-close)

On Weekdays, pool management is prepared to close admittance once the Club reaches 200 people. Members will be asked to check-out if they leave to maintain an accurate point in time count. The office staff will maintain the count and members should call ahead (as they do today) to understand current capacity before heading to the club.

On Fri PM/Weekends, two pods will be established, Blue and White, with all members being assigned to one or the other. All members on a Bond would be in same pod. A google doc will be made available so members can indicate ahead of time the groups of friends they would like to be in the same pod with.

Then each member in the Club will be assigned to either to the Blue or White pod and a schedule will be established with assigned times each Fri PM/Weekend the pod can attend the Club, such as:

|        | <b>Blue</b>              | <b>White</b>             |
|--------|--------------------------|--------------------------|
| Week 1 | Fri PM, Sat AM, & Sun PM | Sat PM & Sun AM          |
| Week 2 | Sat PM & Sun AM          | Fri PM, Sat AM, & Sun PM |
| Week 3 | Fri PM, Sat AM & Sun PM  | Sat PM & Sun AM          |

This schedule will alternate each week until further notice. Members are entitled to attend their pod – again first-come, first-serve and management will close admittance once the Club reaches 200 people. In the event members cannot attend one of the blocks, they should call the office. Trades between members of different pods for a block may be accommodated through the office who could make a reasonable attempt to swap. This will need to be closely monitored and adjusted based on usage.

### The Pools

To accommodate proper social distancing in the pools, the following capacity limits will be established and the approach to manage each pool is as follows:



### Main Pool

Based on its size, the max allowed at any one time will be 36 people. Given this is less than typical usage, a color bracelet system is recommended to manage the swimming schedule. Upon check-in, a schedule for the main pool will be posted like the example below.

|                |                 |                 |                 |                 |               |               |               |               |               |
|----------------|-----------------|-----------------|-----------------|-----------------|---------------|---------------|---------------|---------------|---------------|
| <i>example</i> | 11:00-<br>11:30 | 11:30-<br>12:00 | 12:00-<br>12:30 | 12:30 –<br>1:00 | 1:00-<br>2:00 | 2:00-<br>2:30 | 2:30-<br>3:00 | 3:00-<br>3:30 | 3:30-<br>4:00 |
| Color          | Red             | Yellow          | Green           | Blue            | Adult Swim    | Red           | Yellow        | Green         | Blue          |

Members who wish to swim can select a Tyvek color band from the office at check-in based on their preference. There will be 36 in each color – first come, first serve and are entitled to swim during the allotted time for their color. This schedule may change daily based on usage (for example having fewer colors available on lighter days) and will be left to manager discretion. Times will also be set aside for Adult-only swim. Management will monitor closely and adjust as needed.

### Lap Pool

All 6 lanes will be open with 1 per lane (members in the same family/quarantine unit should count as 1 – given they would be confined to a lane). Usage will be on a first-come, first-serve basis. If the lanes are full, a whiteboard will be used to indicate those waiting and use will be limited to 30 minutes a turn. Members are reminded the lap pool is for swimming laps and not for playing/games.

### Kiddie Pool

Lane markers (much like those used in the lap pool) will divide the pool into 8 areas. 1 child and 1 guardian will be allowed per area. Usage will be on a first-come, first-serve basis. If the areas are full, a whiteboard will be used for those waiting and use will be limited to 30 minutes a turn. Members are reminded the age limit for the kiddie pool is 7 and under – which will be enforced.

All members are expected to maintain social distancing in all pools with those not in their family/quarantine unit.

## **New Safety Measures**

New safety measures are planned to accommodate CDC and local guidelines as well as keep members safe, including: 1) New expectations for members, 2) New check-in and check-out process, 3) New grounds, activities and operations measures.



## 1. New Expectations for Members

Ultimately, we know our members can be counted on to exercise common sense and good judgement. The more our members can accept personal responsibility for, the less restrictive the approaches may need to be to keep the Club safe.

There are some key principles we will ask members to partner with us on to maintain a safe and enjoyable environment:

- Respect new safety measures not only for yourselves but **to help protect those around you**
- **Exercise proper hygiene** (frequent hand washing, not touch face, cover sneezes, etc..)
- **Maintain social distancing at all time** for all those not in your family/quarantine unit
- **It is parent/guardian responsibilities (not staff)** to ensure children abide by all guidelines
- If a member or someone in their family/unit is feeling ill (including fever or flu-like symptoms), **do not come to the Club**
- Understand that **management reserves the right to enforce any new guidelines/measure**, which can include being asked to leave the pool or Club
- **Be flexible and patient.** Everyone is doing their best during this unprecedented situation.

We also require members **wear cloth facial coverings at check-in (until they arrive at a table), check-out (from the time leaving the table) and in the bathrooms.** Elsewhere, where it is easier to social distance, facial coverings are encouraged for those who can (3yrs.+), but not required.

Members will be asked to sign a waiver prior to first entering the Club for the season. The waiver will advise members of the new expectations, acknowledging inherent risks and that management reserves the right to enforce new guidelines/measures. As with any establishment, any member part of an at-risk population should exercise judgment in coming to the Club.

It should also be noted given the fluid situation, CDC/local guidance and therefore the Club's approach may change on short notice and more frequent member communications can be expected.

## 2. New Check-in and check-out process

CHC's parking lot is large. Consequently, there will be no changes. Rather, we ask members to exercise the same judgment as they would in a grocery store parking lot.

The Club manager will screen all employees with a no contact forehead thermometer. Any employee indicating a temperature of 100.4 will be asked to return home. All members are asked to monitor their own health. If they have a fever or they or anyone in their family/quarantine unit are not feeling well, do not come to the Club. Signage will be posted reminding members of proper hygiene and expectations.



Fortunately, CHC's check-in process is contactless via key card scanning. To accommodate proper social distancing and minimizing spread at the check-in process, the following measures will be established:

- Distance ground markings will be on the entry sidewalks to accommodate waiting in line
- Plastic shield guards will be installed for the two office windows
- The office will not accept cash
- Office staff will wear cloth facial covering, gloves, seating will comply with social distancing
- Office will no longer loan out equipment (eg. Books, board games, sporting equipment, water equipment)

To manage the new capacity limits, members will be required to **check-out** if they leave the Club and do not plan to return.

### 3. New grounds, activities and operations measures

#### Cleaning and disinfectant

The Club will comply with CDC standards and procedures for cleaning and disinfecting. A list of disinfectants is listed in the appendix. Specifically, the following safety measures will be established:

- Staff will clean all tables once a day during weekdays and once per slot on weekends. Common areas, such as handrails and bathrooms will be cleaned more frequently – using CDC / EPA approved disinfectants
- Members are responsible for cleaning their own chairs. Supplies will not be made available and members are asked to bring their own.
- Pool chemicals will be maintained according to CDC guidance
- Training and PPE will be supplied to staff for cleaning and disinfectant

#### Tables and furniture

Tables, chairs and lounge seating will be placed at least 6 feet away, likely more given the vast space in the fenced-in Main pool area at the Club and may utilize space not previously used in past seasons. Additionally, Members may not move any tables, lounge chairs



### Lifeguards / First-Aid

The primary role of the lifeguard is unchanged and will be focused on maintaining safety of those in and around the pool. Lifeguards will not be required to wear masks on the stand. In the event of a 'save', the lifeguard will proceed as trained.

For any members where a 'save' and close contact such as CPR is required, they will be asked (or their families) on any symptoms experienced or those in their household. That lifeguard will be monitored for any symptoms. If symptoms develop, they will be asked to stay home and be paid for the duration.

If staff administers first-aid, both shall be wearing masks. Masks and plastic face shields will be made available for staff (a member has already donated several plastic face shields)

### Grounds & activities

The following high-risk common areas will be closed until further notice:

- Playground
- Snack Shack
- Water Fountains
- Pump house access for members (including members may not get their own ice)

The Pool slide and Diving Boards will remain open and ground marking will be applied to accommodate proper distancing while waiting.

The sports areas will remain open, including the Tennis Courts, Baseball fields, Volleyball court, handball court, cornhole, bocce court. To reduce the risk of contact with common equipment, the following safety measures will be established:

- Members shall bring their own sporting equipment & minimize sharing outside their family/unit
- Members, including kids, are expected to wash hands after use of any equipment
- No physical contact will be allowed (such as 1 on 1 basketball)

### Picnic Grove / Pavilion

Assuming Gov Murphy's exec order allows, the picnic grove and pavilion will be open and be available on a first-come, first-serve basis. The following safety measures will be established:

- Tables spaced for social distance, members asked not to move them
- No longer supply common touch objects, such as chimneys and grill brushes
- A decision was taken earlier in the year that lighter fluid would no longer be supplied



Though, the Club is preparing a contingency if picnic areas and pavilions are required to stay closed by the governor.

### Bathrooms

The bathrooms represent a unique challenge given the narrow openings and space and touching objects is often unavoidable. To accommodate, the following safety measures will be established:

- Members will be required to wear facial coverings when using the bathroom, including going into, waiting in line and coming out of
- No more than 2 people (+guardian) will be allowed at a time in each bathroom
- Alternating sinks and stalls will be closed
- Ground markings be placed outside for those waiting to accommodate social distancing
- Bathrooms will be cleaned frequently using CDC approved disinfectants
- Members are required to wash hands thoroughly after using bathroom

### Events

All events will be postponed until further notice and once it is clear they can be accommodated equitably and while maintaining proper safety measures. This includes Festivity Days, Lobster Bake, karaoke and movie nights. Over time, it is our hope these can be added back in with appropriate safety measures. Currently, priority is being paid on the basic operations of the Club.

### Water & ice

While the water fountain should be closed, the hands-free bottle filling station will remain open. Additionally, while members will not be allowed access in the pump house, limited bagged ice will be made available upon request, first-come, first serve.

### Covid Committee

Additionally, the Covid committee has offered to be available to the Board on an ad hoc basis throughout the season to consult, weigh-in on or propose new recommendations for consideration in light of the fluid situation.





## Additional Considerations

### **1. Limiting liability**

The insurance company will be consulted to ensure the Board understands any requirements, guidance and liability that may exist based on a decision to open.

### **2. What if a member has tested positive for COVID-19?**

The Club will not disclose individual, personal medical information about a member. However, it may decide to send out a communication to the memberships alerting them that a member has tested positive.

If contact tracing reveals the transmission occurred at CHC, the Club may consider shutting down for 14 days.

In the event of an outbreak among CHC members, the Club may consider ceasing operations until it is determined it can openly back up safely again.

All the above will be done in consultation with local health authorities.



## Appendix



## Covid Committee

- **Scott Burd**, *CHC Manager*
- **Dave Cocuzza**, *Board of Trustees*
- **Peter Cridge, MD**, *member*
- **Kristen Greenstreet**, *Board of Trustees*
- **Suzanne Jones**, *member*
- **Chris MacEvoy**, *CHC Asst. Manager*
- **Bob Persily**, *member*
- **Rob Trautmann, Esq.**, *member*
- **Bob Uccardi**, *member*



## Summary

- Total capacity of the club is currently capped at 200 people, excluding staff (25% capacity)
- No guests until further notice
- Weekdays (Mon-Fri 3:30 PM): anyone can come – first-come, first-served
- To help limit crowds on Friday PM and weekends, 5 blocks of time will be established
  - Members will be assigned to a “Blue” or “White” group, and a schedule will be established with assigned times each group can attend the club
- Max capacity of the main pool will be 36 people
- Upon check-in, pick up a color bracelet which will entitle you to scheduled swimming time(s)
- 6 lanes of the lap pool will be open, usage will be first-come, first-served with a whiteboard to sign up for times - 30 minute time limit
- Lane markers will divide the baby pool into 8 areas, usage will be first-come, first-served with a whiteboard to sign up for times - 30 minute time limit
- Members over 3 required to wear masks at check in, check out and in the bathrooms
- Members are now asked to scan their cards when they LEAVE the club to check out so we can keep track of how many people are at the pool at any one time
- Plastic shield will be installed in office, no cash accepted, no equipment or games loaned out
- Staff will be screened daily for temperature
- 6 foot ground markings will be placed where lines may form such as entrance, bathrooms, diving board and slides
- Staff will disinfect tables 1x/day, common areas (such as handrails, bathrooms) more frequently
- Members are responsible for disinfecting and cleaning their tables, chairs before and after use
  - Members are responsible for bringing supplies to disinfect their own table and chairs
- Members MAY NOT move tables, lounge chairs or picnic tables (may move chairs)
- The following areas will be closed until further notice
  - Playground
  - Snack shack
  - Pump house access - members may not get their own ice - however bags can be available upon request
- Sports areas will remain open
  - Members should bring their own equipment
  - Wash hands after using equipment
  - No close physical contact such as 1 on 1 basketball
- All events postponed until it is clear they can be safely accommodated
- Do not DRINK from the water fountain, however bottle filling station will remain open
- Exercise proper hygiene
- Maintain social distancing at all times – excluding those in your family/quarantine unit
- Parents (not staff) are responsible to ensure children follow the guidelines
- Do not come to the club if you or anyone in your family is ill
- Members required to sign a waiver



**Assumption of the 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 social distancing and have, in many locations, prohibited the congregation of groups of people.

**The Cedar Hill Club** (“the Club”) has put in place preventative measures to reduce the spread of COVID-19; including but not limited to limiting the number of people allowed on the grounds at a given time, requiring masks upon entry, exit and use of the restroom facilities, as well as increasing chlorine levels in the pools and new cleaning regimens. However, the Club **cannot guarantee** that you or your family (those included on your bond) will not become infected with COVID-19. Further, attending the Club could increase your risk and your family’s risk of contracting COVID-19. As a result, all members are requested to comply with the new rules and regulations put in place for everyone’s safety and enjoyment of the Club facilities.

By signing this agreement, I acknowledge the contagious nature of COVID-19 and voluntarily assume the risk that my family and I may be exposed to or infected by COVID-19 by attending the Club and that such exposure or infection may result in personal injury, illness, permanent disability, or death. I understand that the risk of becoming exposed to or infected by COVID-19 at the Club may result from the actions, omissions, or negligence of myself and others, including, but not limited to, Club 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 family or myself (including, but not limited to, personal injury, disability, and death, illness, damage, loss, claim, liability, or expense, of any kind, that I or my family may experience or incur in connection with my and/or my family’s attendance at the Club or participation in Club activities). On my behalf, and on behalf of my family, I hereby release, covenant not to sue, discharge, and hold harmless the Club, its employees, agents, and representatives, of and from any 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 Club, its employees, agents, and representatives, whether a COVID-19 infection occurs before, during, or after participation in any Club activity

Further, by signing this agreement, I acknowledge and agree that the Club’s managers and staff have been empowered by the Club’s Board of Trustees to enforce the Club’s rules and regulations relating to social distancing and sanitation. I understand that the managers and staff are empowered to ask me and/or my family to vacate the facility should we fail to follow the guidelines. I agree that failure to follow the instructions of the staff and managers may result in disciplinary action in accordance with the Club’s bylaws.

\_\_\_\_\_  
Signature of Member

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name of Member

\_\_\_\_\_  
Bond Number



## Cedar Hill Club

**Main building:** Club office, men's and women's locker rooms with showers, games including ping pong, board games, and card games for the use of members

**Pump House:** First aid station, ice machines, lifeguard office

**Concession Building:** Full service snack bar with hot and cold treats made to order

**Tennis Courts** (4 full size asphalt courts)

**Handball Courts** (2)

**Basketball Court**

**Sand Volleyball Court**

**Softball Field**

**Lacrosse Area**

**Upper Picnic Grove:** 20 picnic tables and grills with charcoal and lighter fluid, upper men's & women's bathrooms

**Main Pool Area:** Two stairway entrances, many ladders, dedicated diving well, two one-meter and one three-meter diving boards, three lifeguard stands

**Kiddie Pool Area:** Fenced area with playground, tables, chairs, lifeguard, toys and 18" deep pool for supervised children

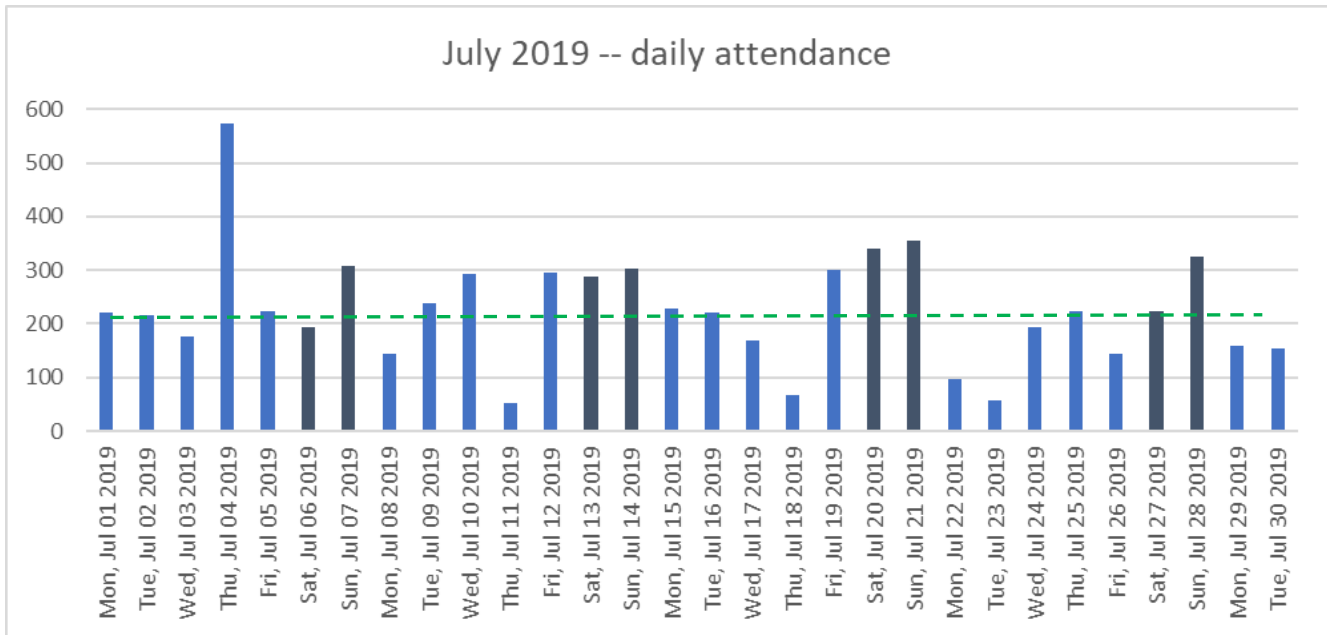
**Racing Pool Area:** 6 lane, 25-yard pool with lifeguard stand, regulation blocks, and all regulation marks



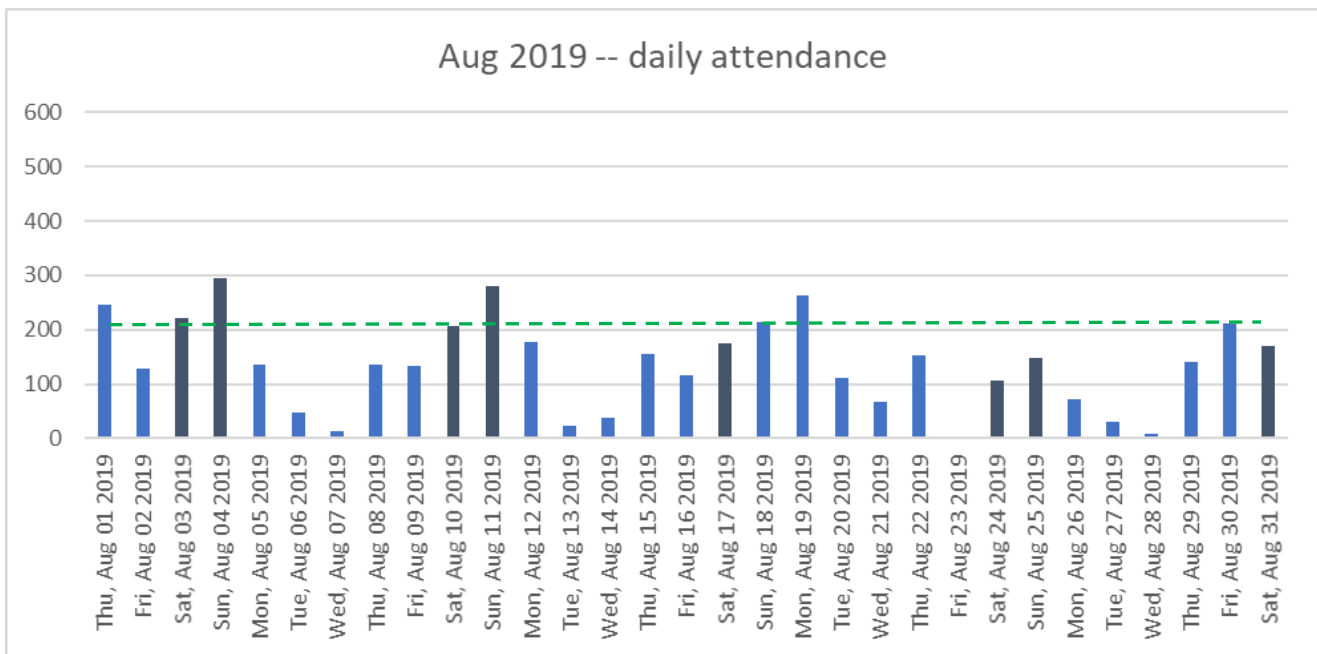
All situated in a  
quiet, tree-lined  
private area of  
over 18 acres!



## 2019 Attendance



Thursday July 4 = Festivity Day



Charts indicates total persons checked-in throughout the entire day, not including guests or staff.



## Key References

- CDC: Considerations for Public Pools, Hot Tubs, and Water Playgrounds During COVID-19. <https://www.cdc.gov/coronavirus/2019-ncov/community/parks-rec/aquatic-venues.html>
- CDC: Coronavirus and Swimmers - Guidance on Water Transmission & COVID-19. <https://www.cdc.gov/coronavirus/2019-ncov/php/water.html>
- CDC: Helping to Get & Keep America Open. <https://www.cdc.gov/coronavirus/2019-ncov/php/open-america/index.html>
- NJ Governor Murphy Unveils Multi-Stage Approach to re-open New Jersey. <https://www.nj.gov/governor/news/news/562020/approved/20200518a.shtml>
- NJ Governor Murphy Executive Orders on re-opening NJ (incl. 149, 148, 147, 146, 143, 142, 133) [https://nj.gov/infobank/eo/056murphy/approved/eo\\_archive.html](https://nj.gov/infobank/eo/056murphy/approved/eo_archive.html)
- EPA: List of disinfectants that can be used against SARS-CoV-2 the Virus that causes Covid-19 [https://www.epa.gov/pesticide-registration/list-n-disinfectants-use-against-sars-cov-2#filter\\_col1](https://www.epa.gov/pesticide-registration/list-n-disinfectants-use-against-sars-cov-2#filter_col1)
- OSHA: <https://www.osha.gov/SLTC/covid-19/>
- Swimming World Magazine: Ways Your Pool Can Get Ready Safely for the Summer Season. <https://www.swimmingworldmagazine.com/news/the-guide-to-pool-openings-heres-what-can-be-done-to-ensure-safety/>
- Texas.gov: The governor's report to Open Texas. <https://gov.texas.gov/uploads/files/organization/opentexas/OpenTexas-Report.pdf>
- NY Forward: A guide to re-opening New York. <https://www.governor.ny.gov/sites/governor.ny.gov/files/atoms/files/NYForwardReopeningGuide.pdf>
- Ohio Guidelines for re-opening pools <https://www.cleveland.com/coronavirus/2020/05/ohio-guidelines-for-reopening-swimming-pools-include-reduced-capacity-social-distancing-in-the-water.html>