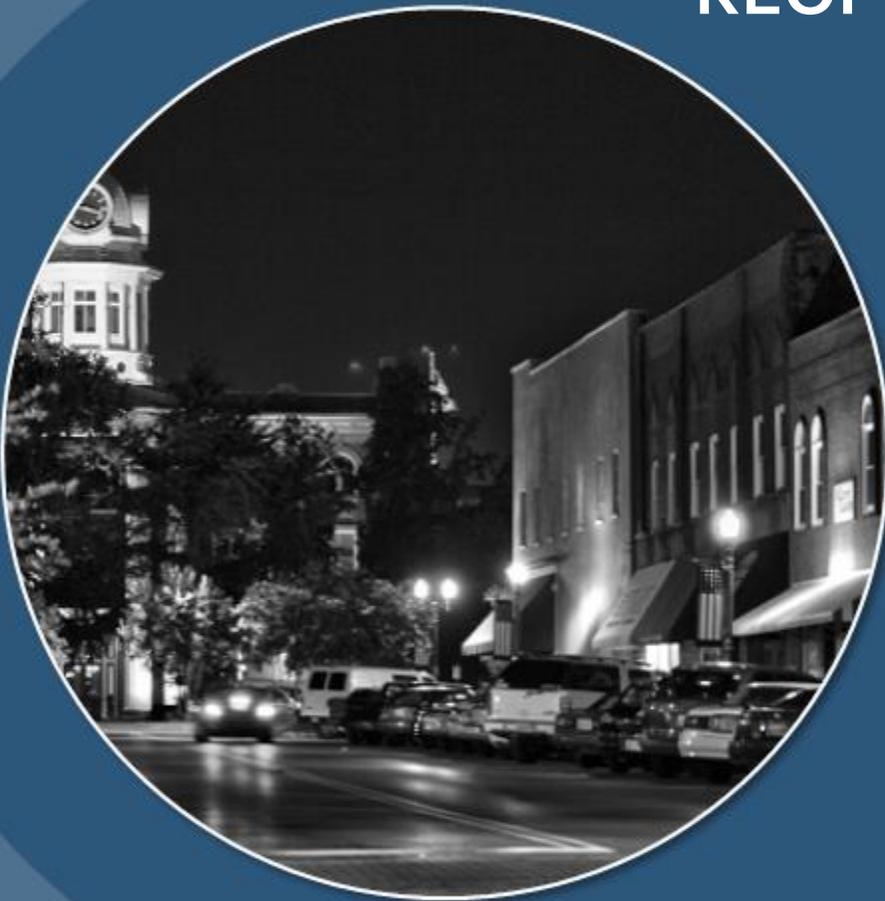


"SAFER-AT-HOME" REOPENING GUIDE



CITY OF MURFREESBORO, TENNESSEE

APRIL 28, 2020 ISSUE DATE
MAY 27, 2020 AMENDED



City of Murfreesboro “Safer at Home” Reopening Guide

The City of Murfreesboro’s reopening guidelines for each business type will be based upon the directives issued by the State of Tennessee Governor’s “Tennessee Pledge” Guidelines for Opening Tennessee Businesses (<https://www.tn.gov/governor/covid-19/economic-recovery/general-guidelines-for-businesses.html>) The State of Tennessee, not the City of Murfreesboro, has the authority to determine opening dates of certain business types.

As of the issuance date of the City of Murfreesboro’s reopening guidelines, the City offers the following summary of guidance provided by the Governor’s office, as prescribed in the “Tennessee Pledge” and per the Governor’s daily briefings through May 15th.

- The following business types are approved for reopening and have been provided guidelines. The City of Murfreesboro guidelines are consistent with the State of Tennessee guidelines for:
 - **Restaurants**-reopening date April 27, 2020; revised May 20, effective May 22, 2020
 - **Retail Establishments**-reopening date April 29, 2020; revised May 20, effective May 22, 2020
 - **Exercise facilities, Gyms and Fitness Centers**-reopening date May 1, 2020
 - **Churches**-guidance from the Governor’s Office of Faith-Based and Community Initiatives were provided on May 1, 2020. Religious services, rites, or gatherings; weddings, and funerals are not considered social gatherings, and nothing mandates closure of a place of worship, or prohibits weddings or funerals as a matter of law.
 - **Close Contact Businesses (such as Hair and Nail Salons, Tattoo Parlors and Massage Therapy Clinics)**-reopening date May 6, 2020
 - **Dental Offices**-reopening May 6, 2020
 - **Small group, non-contact recreation businesses (bowling alleys, arcades, climbing gyms, water sports, dance classes, mini golf)**-reopening date May 8, 2020
 - **Lodging and Accommodations**
 - **Manufacturing**
 - **Construction Worksite**
 - **Office Building**
 - **Attractions and Large Venues (indoor or outdoor facilities such as concert and performing arts venues, amusement and water parks, theaters, zoos, museums)**-reopening date May 22, 2020
 - **Healthcare Clinics**-reopened May 1, 2020 with specific guidelines from TMA, CDC
- **Bars, Taverns, Saloons, Nightclubs**, will not be reopened at this time.

} These facilities were never closed as most were considered essential. Guidance was issued on May 6, 2020.

When each business type is recommended to be reopened, and the associated guidelines are issued by the State of Tennessee, the City will update its guidelines to reflect those of the State’s as soon as possible when they are issued. A more complete list of businesses affected and guidelines for each can be found at: www.tn.gov/governor/covid-19/economic-recovery

Other noteworthy components of the City’s reopening plan are as follows:

- **Childcare** has not been identified as a category in the City’s reopening plan. Childcare facilities shall stay in compliance with the following regulations and guidelines:
 The Tennessee Department of Human Services regulations specific to COVID-19: <https://www.tn.gov/humanservices.html>
 CDC guidance for childcare: <https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/guidance-for-childcare.html>
- The City’s **Parks and Recreation** plan will follow a phased approach for each facility as defined in these guidelines. (Phase 1 reopening date May 4, 2020)

The City Council appreciates all residents being socially responsible during this time. We look forward to getting back to business again and affording our workforce the opportunity to earn the income they have been accustomed to in the past. Let’s take good care of each other during this transition reopening period.



City of Murfreesboro “Safer at Home” Reopening Guide

All Residents	Restaurants and Food Service Establishments	Retail and Commercial Stores	Exercise, Gyms and Fitness Centers
<ul style="list-style-type: none"> • Continue to follow CDC guidance, especially with respect to face coverings. • Practice good hygiene. • Wash your hands with soap and water or use hand sanitizer, especially after touching frequently used items or surfaces. • If you feel sick, stay at home and contact and/or follow the advice of your medical provider. • All vulnerable individuals should continue to shelter in place. Members of households with vulnerable individuals should continue to isolate. • All individuals should maximize physical distance from others when in public. • Avoid socializing in groups of more than 10 where distancing isn't practical or observe precautionary measures. • Minimize non-essential travel and adhere to CDC guidelines regarding isolation following travel 	<ul style="list-style-type: none"> • Face coverings worn by all employees, unless unsafe for “back of house” work functions • Screen all employees reporting to work with symptoms of illness or fever prior to shift • Take temperature of employees (daily) and customers with no-touch thermometer • Live music prohibited unless appropriate precautions are taken • Bar areas should remain closed, unless the area is utilized to seat tables for in-restaurant dining • Regular access to and mandated staff use of wash stations and hand sanitizer • Do not offer self-serve buffets, condiments on a counter for use by multiple tables, or beverage station re-use • Mark indoor and outdoor waiting area to accommodate social distancing • Tables/counter seating should be at least six feet apart; limit tables to no more than 10 guests per table • Consider disposable menus • Continue offer of off-premises food and beverage service and use of curbside or pickup orders where possible • Strict adherence to CDC and FDA guidelines • Sanitize tables/chairs after each customer 	<ul style="list-style-type: none"> • Screen all employees reporting to work with symptoms of illness or fever prior to shift; take temperature of employees daily with no-touch thermometer • Prohibit congregating in break rooms • Provide a hand sanitizing station for employees and customers; mandate staff use of stations • Establish one-way aisles and traffic patterns for social distancing • Use of facing coverings by staff with close contact with customers • Stagger shifts, breaks, and meals • Monitor customer social distancing • Limit the number of customers inside a store at a given time if appropriate spacing between persons cannot be maintained • Prohibit the use of reusable bags • Continue use of curbside or pickup orders where possible • Strongly encourage customers to wear face coverings • Place plastic shields or barriers between customers and clerks and sanitize every 2 hours • Sanitize shared resources after each use (such as carts) • Strict adherence to CDC and OSHA guidelines • Limit self-service options, suspend sampling of food and personal hygiene products 	<ul style="list-style-type: none"> • Limit customers to 50% occupancy based on Tennessee’s Building & Fire Code • Restrict facility access to staffed hours only • Equipment should be staged to ensure a minimum of 6 ft between users • Ample soap, hand sanitizer, and cleaning wipes should be provided for patrons, with encouragement to clean equipment before and after usage. Staff to conduct regular disinfecting of high-touch areas and common areas using disinfectant cleaning supplies according to CDC guidelines • Close showers, locker rooms, and lockers. Allow customers to use small gym bags to store personal belongings • Implement appropriate protocols for swimming pools, hot tubs, saunas • Pools should be staffed; assign monitoring and cleaning responsibilities to a staff member other than lifeguards on duty • Close all basketball courts, racquetball courts where team sports may occur • Adult/youth leagues or sports remain closed • Group fitness classes or personal training classes only allowed in accordance with the 6 ft distance requirement • Encourage employees and patrons to wear PPE; recommend patrons wear face coverings

Note: All businesses reopening are encouraged to post CDC guidelines and communicate to clientele that your business is adhering to best practices in cleaning and social distancing.



City of Murfreesboro “Safer at Home” Reopening Guide

Close contact Services (Nail & Hair Salons, Massage Therapy, Tattoo Parlors, Dental offices)	Churches, Places of Worship	Small group, non-contact entertainment and recreational venues	Lodging and Accommodations
<ul style="list-style-type: none"> • Limit customers to 50% occupancy based on Tennessee’s Building & Fire Code • Strict adherence to CDC guidelines as well as the state regulatory board for each business type • Services will be offered by appointment only; no walk-ins • Make appropriate physical modifications to accommodate social distancing • Workstations should be at least 6 feet apart, physical barriers to be used where necessary • Prohibit use of waiting areas or serenity lounges; limit use of other common areas by multiple people at one time • Ensure thorough workstation and equipment disinfection after each customer (i.e. sanitize all equipment, instruments, smocks, linens, chairs and work area); alternatively, utilize single-use or disposable items • Implement enhanced sanitization of commonly touched surfaces and equipment using CDC recommended sanitizers and disinfecting protocols • Discard any single-use tools (e.g., files, buffers, neck strips) immediately after use • Daily deep cleaning and sanitization to be completed for high-touch areas (tanning beds, massage tables, salon chairs, etc.) • Use appropriate temperatures for washers and dryers to ensure thorough sanitization of towels, linens, etc. • Do not allow non-customer companions to accompany customer during a service 	<ul style="list-style-type: none"> • Continue to offer online services and conduct as many activities as possible remotely • Create a phased approach to resuming in-person gatherings • Vulnerable populations and children’s activities/nursery programs should not gather in person until a later time • Consider solutions to minimize close personal contact that may be part of your services, such as handshakes or sharing food and drink • As your phased approach begins, limit the size of attendance in your sanctuary and other confined spaces to create seating arrangements that provide at least 6 ft. of distance between families • It is recommended not to exceed 50% of maximum capacity of a room • Strict compliance with CDC recommendations for social distancing and hygiene • Wear face coverings • Encourage members to stay at home if symptomatic, have a fever, or are among the high-risk groups as determined by the CDC 	<ul style="list-style-type: none"> • Screen all employees reporting to work with symptoms of illness or fever prior to shift; take temperature of employees daily with no-touch thermometer • Staff and customers should wear cloth face coverings • Provide sanitizing stations for staff and customers • Ensure social distancing is being followed • Prohibit staff from congregating in break rooms or common areas • Limit customers to 50% occupancy based on Tennessee’s Building & Fire Code • Limit group sizes to less than 10 persons; avoid combining persons or small groups, even if less than 10, with other non-related or non-associated persons or groups • Adjust equipment layout or restrict access to equipment to maintain social distancing • Require customers to clean equipment they come in contact with by using disinfecting wipes before and after each use • Activities that likely result in physical contact between individuals should remain closed • Sanitize shared resources every 2 hours 	<ul style="list-style-type: none"> • Screen all employees reporting to work with symptoms of illness or fever prior to shift; take temperature of employees daily with no-touch thermometer • Staff should wear cloth face coverings • Limit customers to 50% capacity for all common seating areas, meeting rooms, etc. • Create and distribute a welcome letter that explains current service and amenity adjustments and expected employee and guest interactions, and any restrictions required of guests. • Limit self-service options • Place hand sanitizer locations in high traffic areas, including lobbies and elevator areas. • Limit elevator capacity to 4 individuals at a time • Use plastic shields between customers and employees at service counters. • For dining facilities follow Restaurant guidelines. • Close all unstaffed gyms • Implement appropriate protocols for aquatic venues (swimming pools, saunas; pools must be staffed • Modify check-in / check-out processes to observe social distancing and sanitizing procedures

Note: All businesses reopening are encouraged to post CDC guidelines and communicate to clientele that your business is adhering to best practices in cleaning and social distancing.



City of Murfreesboro “Safer at Home” Reopening Guide

Manufacturing	Construction Worksite	Office Building	Attractions and Large Venues
<ul style="list-style-type: none"> • Daily screen all employees and customers for sickness, fever, or contact with those who are sick • Take staff temperatures with a no-touch thermometer each day • Staff should wear cloth face coverings when possible • Covered employers and employees should be aware of the provisions of the federal Families First Coronavirus Response Act • Use a clearly designated entrance(s) and exit(s) to maintain social distancing • Limit use of common areas by large groups; modify capacity in breakroom and ensure separation of at least 6 feet • Consider the use of modified schedules, staggered shifts or arrival/departure times, and staggered break times • Limit entry into the premises by visitors, vendors, and contractors • Ensure thorough work station cleaning between shifts • Provide for frequent disinfection of high touch surfaces (tools, equipment, countertops, door handles, switches, elevators) • Plan for positive COVID-19 cases in your workforce, and work with local health department officials. • Consider virtual training or meetings 	<ul style="list-style-type: none"> • Daily screen all employees for sickness, fever, or contact with those who are sick • Take staff temperatures with a no-touch thermometer each day • Staff should wear cloth face coverings when possible if social distancing is not possible • Covered employers and employees should be aware of the provisions of the federal Families First Coronavirus Response Act • Consider the use of modified schedules, staggered shifts or arrival/departure times, and staggered break times • Discourage carpooling to site • When possible allow office personnel to work from home • Limit stacking of trades • Do not use common water cooler • Restrict access to confined areas to essential staff • Utilize e-ticketing for trucks and drop boxes for documents requiring paper copies and signatures • Do not share PPE • Provide hand sanitizing stations and increase sanitation of portable toilets • Avoid cleaning techniques using pressurized water spray • Operators assigned to single piece of equipment • Clean surfaces of construction equipment 	<ul style="list-style-type: none"> • Daily screen all employees and customers for sickness, fever, or contact with those who are sick • Take staff temperatures with a no-touch thermometer each day • Staff should wear cloth face coverings when in close proximity to others • Covered employers and employees should be aware of the provisions of the federal Families First Coronavirus Response Act • Provide sanitizing stations for staff and customers • Ensure social distancing is being followed • Employees should increase hygiene practices • Prohibit staff from congregating in break rooms or common areas • Consider the use of modified schedules, staggered shifts or arrival/departure times, and staggered break times • Limit entry into the premises by visitors and vendors; screen all visitors for symptoms • Postpone large gatherings; consider virtual training or meetings • Use plastic shields or barriers between adjacent or open work stations • Limit meeting room capacity to facilitate 6-feet of separation between attendees • Plan for potential COVID-19 cases, and work with local health department officials 	<ul style="list-style-type: none"> • Strict adherence to CDC Guidelines • Daily screen all employees and customers for sickness, fever, or contact with those who are sick • Take staff temperatures with a no-touch thermometer each day • Staff should wear cloth face coverings while at work; strongly encourage patrons to wear face coverings • Provide sanitizing stations for staff and customers • Practice social distancing to the greatest extent possible • Stagger shifts, breaks, and meals • Post extensive signage on health policies • Avoid combining persons or small groups with other non-household or non-associated persons or small groups within 6 feet of one another • Elevator max is 4 persons • Minors must have direct parental supervision • Offer alternatives to water fountains • For activities requiring close contact between staff with customers, have staff wear PPE such as masks, avoid face-to-face contact with riders, minimize physical contact with riders, and wash their hands often • Restrict access to confined areas to essential staff

Note: All businesses reopening are encouraged to post CDC guidelines and communicate to clientele that your business is adhering to best practices in cleaning and social distancing.



City of Murfreesboro “Safer at Home” Reopening Guide

City of Murfreesboro Parks and Recreation Phased Reopening Plan

FACILITY	PHASE I	PHASE II	PHASE III
Greenways, Trails, Open Spaces	Open	Open	Open
Sports*Com & Patterson	Limited closure: facility open to accommodate specific limited activities that allow physical distancing and sanitation protocols. Racquetball courts closed. Pools closed. Water fountains and coffee stations closed. Locker rooms closed. No open gym/swim/game room. No rentals or special events. *Update on 5/15/2020 - Pools will opening on 5/19/20 for organized activities*	Open with strict physical distancing and sanitation protocols	Open for normal business with increased sanitation protocols and handwashing opportunities.
Adams Tennis Complex	Strict physical distancing and sanitation protocols: Water fountains and coffee stations closed. Locker rooms closed. Open for play, but limit common areas, spectator areas	Strict physical distancing and sanitation protocols: Open for play, but limit common areas, spectator areas	Open for normal business with increased sanitation protocols and handwashing opportunities.
McFadden	Limited closure: facility open to accommodate specific limited activities that allow physical distancing and sanitation protocols. Water fountains closed. No open gym. No rentals or special events.	Open for normal business with strict sanitizing procedures in place and moderate physical distancing protocols.	Open for normal business with increased opportunities for personal hygiene.
St Clair	Closed - Staff recalled to assist with programs and operations at other facilities	Closed - Staff report to St Clair for cleaning and preparation for reopening	Open for normal business with strict sanitizing procedures in place and moderate physical distancing protocols.
Bradley, Cannonsburgh, & Wilderness Station	Limited closure: facility open to accommodate specific limited activities that allow physical distancing and sanitation protocols. Water fountains closed. No rentals or special events.	Open for normal business with strict sanitizing procedures in place and moderate physical distancing protocols.	Open for normal business with increased opportunities for personal hygiene.



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City of Murfreesboro Parks and Recreation Phased Reopening Plan

FACILITY	PHASE I	PHASE II	PHASE III
Sports Complexes	*Updated on 5/26/2020 - Beginning 5/28/2020, local baseball and softball leagues can resume play, abiding by MPRD sanitizing and physical distancing policy. Local soccer clubs are allowed to begin non-contact practices*	Open only for programmed activities that are appropriately socially distanced. Number of games allowed at one time limited. Strict sanitizing procedures in place. No tournaments allowed.	Open for normal business with strict sanitizing procedures in place and moderate physical distancing protocols.
Playgrounds	Closed	Open for normal business with strict sanitizing procedures in place and moderate physical distancing protocols.	Open for normal business with increased opportunities for personal hygiene.
Pavilions	Closed	Open only for groups of 50 or less that are appropriately socially distanced. Strict sanitizing procedures in place.	Open for normal business with increased opportunities for personal hygiene.
Outdoor Public Restrooms	Open with strict sanitizing procedures. Water fountains closed.	Open with strict sanitizing procedures	Open with strict sanitizing procedures
Dog Parks	*Update on 5/15/2020 - Opening on 5/16/2020 with strict physical distancing and sanitizing protocols*	Open for normal business with strict sanitizing procedures in place and moderate physical distancing protocols.	Open for normal business with increased opportunities for personal hygiene.



City of Murfreesboro “Safer at Home” Reopening Guide

Record of Revisions/Amendments to Reopening Guide

April 30, 2020 - **Close contact services** such as Nail and Hair Salons, Tattoo Parlors, Massage Therapy Clinics reopening information in the prelude and addition of guidelines for these business types (reopening May 6, 2020)

- Updated **Parks and Recreation** phased reopening plan (Phase 1 reopening date May 4, 2020)

May 4, 2020 - **Faith-Based and Community Initiatives** (e.g., Churches and places of worship) guidelines added May 4, 2020. Guidance from the Governor’s Office issued May 1, 2020.

May 8, 2020 - **Small group, non-contact entertainment and recreational venues** guidelines added May 8, 2020. Guidance from the Governor’s Office issued May 6, 2020.

May 13, 2020 - **Lodging and Accommodations, Manufacturing, Construction Worksite and Office Building** guidelines added May 13, 2020. Guidance from the Governor’s Office issued May 6, 2020.

May 21, 2020 - As of May 22, 2020, **capacity restrictions lifted on Retail and Restaurant; Large attractions allowed to open** with social distancing and capacity restrictions.

May 27, 2020 – Updated City of Murfreesboro Parks and Recreation phased reopening plan