




## Parks & Recreation

Ground Floor  
411 West First Street  
Duluth, Minnesota 55802

 218-730-4300

 parks@duluthmn.gov

### **Parks and Recreation Policy: Pandemic Operations Plans**

*Updated 3/18/2021*

The City of Duluth Parks and Recreation Division will continue to ensure that reservations, permits, and facility use comply with State of Minnesota guidelines. The May 2020 policy requiring users to submit and await approval of a pandemic operations plan has been revised.

Effective April 1, 2021, users wishing to reserve or hold permitted activities in parks, trails, facilities, or buildings must commit to following State guidelines applicable to the specific activity(ies) for which they are reserving space. Parks and Recreation must receive special event and private event permit and reservation requests at least 10 business days prior to the proposed event. Parks and Recreation will assign a State-issued set of guidelines applicable to the proposed activity and the user must assent to the guidelines. Users must agree to follow all applicable guidelines, prepare and maintain a pandemic operations plan for the specific activity(ies), and ensure that plan is available throughout their activity(ies), and upon request by the City.

Pandemic preparedness plans are a requirement from the State of Minnesota Department of Health for all organized activities taking place both indoors and outdoors. There are plan templates and instructions at <https://mn.gov/covid19/for-minnesotans/stay-safe-mn/stay-safe-plan.jsp>

Building tenants who hold a lease agreement with the City of Duluth, must agree to follow all applicable guidelines, prepare and maintain a pandemic operations plan for the specific activity(ies) they deliver, ensure that plan is available to all involved individuals, and that such plans are made available to the City upon request by the City. Tenants are responsible for knowing and applying any and all State guidelines applicable to the activities, services, or programs that they operate and may not receive a designation from Parks and Recreation for each individual activity the tenant delivers.

Violation of the pandemic operations plan policy and/or Minnesota Governor Executive Orders is grounds for immediate termination of City Parks and Recreation Division permits and facility lease agreements. Any individual who willfully violates the pandemic operations plan and/or Minnesota COVID-19 Executive Order(s) is guilty of a misdemeanor and upon conviction must be punished by a fine not to exceed \$1,000 or by imprisonment for not more than 90 days. Business violations of Duluth City Code Section 34-45 requiring face coverings in spaces of public accommodation are punishable by fines of \$100, \$250, and \$1,000 per offense. Any business owner, manager, or supervisor who requires or encourages any of their employees, contractors, vendors, volunteers, or interns to violate their pandemic operations plan and/or Minnesota COVID-19 Executive Order(s) is guilty of a gross misdemeanor and upon conviction must be punished by a fine not to exceed \$3,000 or by imprisonment for not more than a year.

