



Reopening City Facilities

Throughout the COVID-19 crisis, city staff have embraced their mission and continued to operate and deliver essential services to the community. Now, the City is expanding that strategy by making preparations for a phased reopening of its facilities to the public. Sun Prairie's strategy is complementary to the Governor's Badger Bounce Back plan to decrease COVID-19 cases and deaths to a low level and increase capacity in our healthcare system so the phased reopening of businesses is possible. The health and safety of our community and staff remain our top priority. Throughout the reopening strategy, we will continue to follow guidance from Public Health Madison & Dane County, the Department of Health Services and the CDC.

Our approach to reopening the city is broken into three phases. Each phase is designed to have flexibility in the case of relapse. Phases and the activities listed in each phase will remain fluid and subject to change to ensure we remain responsive to the ever-changing dynamics related to COVID-19. We will update our plan as new guidelines and information about the virus evolves.

At this time, there are no specific dates or timelines identified in this plan. The City of Sun Prairie's decision about when to move to the next phase will be determined by the same benchmarks used in the Badger Bounce Back plan which can be accessed here:

<https://www.dhs.wisconsin.gov/publications/p02653a.pdf>.

You will be able to continue accessing city services online throughout the phases. Should you choose to do business at a city facility upon reopening, please be assured the following mitigation measures will be in place prior to the reopening of city facilities:

- Plexiglass dividers will be present at all public facing counters.
- Social distancing measures will be in place to limit the number of people in facilities.
- Hand sanitizer will be available at all locations.
- City staff have increased the frequency of cleaning and disinfecting all surfaces and high touch areas and objects.
- City staff are being encouraged to wear face coverings during Phases 1 and 2.

General Guidelines

We need your help to ensure our phased reopening strategy is successful. Please help us and each other by continuing to follow these general guidelines throughout all phases:

- Practice social distancing and try to maintain 6 feet of distance whenever possible.
- Per the CDC recommendation, wear a face covering, if you are able, when in public settings where other social distancing measures are difficult to maintain.
- Practice proper handwashing. Wash your hands with soap and water for 20 seconds.
- Regularly clean and disinfect frequently touched surfaces.
- Stay home if you are feeling sick.



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Reopening Phases

Phase 1

Phase 1 of the City's reopening will take place when the Governor has announced the beginning of Phase 1 of the Badger Bounce Back plan. Phase 1 occurs when Wisconsin's Gating Criteria has been met.

City hall will open to the public to conduct business with the Clerk's Office.

The police department windows at Station 1 and Station 2 will be open to conduct business. All other city services, including Building Inspection and Planning will remain accessible online at: <http://cityofsunprairie.com/covid19>.

Phase 2

Allowing for additional steps in Phase 2 allows for flexibility in that if there is a resurgence in the number of new COVID-19 cases, the City can pull back its reopening strategy to protect the public.

Phase 2A

Phase 2A will begin when Phase 2 of the Badger Bounce Back Plan begins. City hall will be open to the public to conduct business with all departments.

Public meetings will return to city hall as the number of people allowed in public gatherings has increased to 50.

The library will have increased the services available at the library.

Phase 2B

In Phase 2B, all city facilities will now be open to the public. This includes those previously closed such as the Museum.

Parks & Rec programming and library programming may resume.

Phase 3

All regular business will have resumed at this time. Playgrounds and athletic fields are open to the public.



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Overview of Phases

Action	Safer at Home	Phase 1	Phase 2, A & B	Phase 3
City hall opens to the public	No	Yes, limited services with PD windows open	Yes	Yes
All other city facilities open to the public	No	No	Yes, during phase 2B	Yes
Wash hands often	Yes	Yes	Yes	Yes
Cover coughs	Yes	Yes	Yes	Yes
Stay home if ill	Yes	Yes	Yes	Yes
Face mask / Personal Face Covering	Yes, encouraged	Yes, encouraged	Yes, encouraged	No, staff may choose to still wear one
Surface and object cleaning	Yes	Yes	Yes	Yes
Social distancing to 6 feet when possible	Yes	Yes	Yes	No
Allow public meetings at city facilities	No	No	Yes, up to 50 people allowed	Yes, no maximum
Employees return to work	No	No	Yes, invited to return or upon directive by supervisor	Yes
Athletic Fields, Playgrounds and Sports Courts including FAC	No	No	No	Yes
Parks and trails	Yes	Yes	Yes	Yes