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**Minneapolis  
Park & Recreation Board**

Inclement Weather  
Deputy Superintendent - Risk and Safety  
Frequency of Review: Every 3 years

## **Inclement Weather Policy**

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### **POLICY**

The Minneapolis Park and Recreation Board (MPRB) is committed to the continued health and safety of its workforce and those utilizing its services. As many staff and patron activities occur outdoors, the MPRB recognizes that the weather may impact the ability to provide services in a safe and healthy manner. To maintain the health and safety of MPRB staff, patrons, vendors, and contractors, the MPRB may be required to make emergency and non-emergency weather-related announcements, and notify employees and patrons if parks, facilities, services, programs, events, and offices are closed, cancelled, or delayed.

This organization-wide policy provides guidance for common Minnesota weather-related hazards. Although extensive effort has been made to create guidelines for weather impacts on numerous department, vendor, and patron activities, it is not possible to foresee every possible situation that may arise.

1. Weather emergencies are declared by the Superintendent or their designee per the Emergency Declaration Policy, in the following circumstances:
  - a. Mary Merrell Minneapolis Park and Recreation Board Headquarters and/or operations centers need to be closed;
  - b. If there are changes to available work for staff, such as different hours, different duties, or hours not available due to lack of opportunity to re-allocate staff resources to another locations; or
  - c. Additional resources are required to address the emergency.
2. Non-emergency weather-related announcements are made by a program or service area manager when the weather meets conditions outlined in this policy but does not meet the circumstances for an emergency declaration.
3. Every effort will be made to maintain MPRB official business, if possible, despite any inclement weather conditions when it can be done safely.
4. Applicable Minnesota and Federal Occupational Safety and Health Administration (OSHA) regulations and standards will be applied to ensure compliance with current safety and health laws.
5. The National Weather Service will be used as the reference for current and forecasted weather concerns in the Twin Cities area.
6. The provisions of this policy may be for employees of the MPRB as a whole or limited to specific departments or work groups as appropriate for the level and impact of the inclement weather on operations, programs, or events.
7. The Risk and Safety Administrator shall be readily available for consultation when a weather-related situation arises that is not specifically denoted in this policy.

When managing an active emergency, please consult the MPRB Emergency Operations Plan for additional guidance on topics that relate to the emergency.

**SUPERINTENDENT APPROVAL:** \_\_\_\_\_

**Date:** 5/30/2023



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## DEFINITIONS

Inclement Weather – Any severe or harsh weather condition that makes it unsafe or impractical to travel, commute, or perform work duties or impacts the MPRB’s ability to provide scheduled programming safely. An inclement weather episode may be declared an emergency by the Superintendent or designee.

### Common Types of Inclement Weather:

Extreme Heat – The National Weather Service (NWS) in the Twin Cities area will issue an Excessive Heat Warning when the maximum heat index temperature is 105°F or higher for at least 2 days and the night time air temperatures do not drop below 75°F; a Heat Advisory is issued when the maximum heat index is expected to be 100°F or higher for at least 2 days and night time temperatures do not fall below 75°F.

Extreme Cold – The NWS considers wind chill to be dangerous when the wind chill is -20°F or colder, based on the NWS Wind Chill Temperature index. Although hypothermia can occur at various temperatures regardless of wind velocity, wind chill is a fairly immediate consequence of low temperature and wind speed which must be addressed as soon as possible.

Extreme Winter Weather – Inclement winter weather that immediately imperils park guests and/or employees such as when snow falls and accumulates at a rate faster than snowplows can maintain safe driving conditions (more than 6 inches of snow is forecasted to fall in 12 hours or more than 8 inches of snow in 24 hours) or a wind/snow combination impairs travel, or a freezing rain/ice glazing event has occurred.

Lightning/Thunderstorms/Wind – the NWS defines a thunderstorm as severe if it is capable of producing hail that is an inch or larger in size and/or wind gusts in excess of 58 mph. Due to the nature of Park and Recreation outside activities, lightning is always considered a hazard.

Tornadoes and Heavy Rain/Flash Floods – The NWS issues a Tornado Warning when a tornado has been sighted or indicated on weather radar and a Tornado Watch when conditions are optimal for tornado formation. Heavy rains can generate flash floods at any time during the non-freezing weather, not just during the snow melt process in Spring. Heavy rains in Minnesota are defined by the MN Department of Natural Resources (DNR) as six inches or more of rain covering more than 1000 acres in 24 hours or less with at least eight inches falling somewhere in that area.

## PROCEDURES

### I. Inclement Weather

In the event of inclement weather, MPRB employees are encouraged to read MPRB emails regarding weather forecasts or go to the [www.minneapolisparcs.org](http://www.minneapolisparcs.org) for announcements regarding the closing of the MPRB parks, facilities, services, programs, events, and offices. Unless there is such an announcement from the office of the Superintendent, MPRB offices will remain open, and employees are expected to report for their regularly scheduled shift. Deputy Superintendent and Assistant Superintendents or their designee will have authority to cancel specific services, programs, and events when the conditions described in this procedure are met.

#### **A. Extreme Heat – Indoor Considerations for Non-Air Conditioned MPRB Facilities**

If the reported outdoor heat index (as measured by temperature and dew point) reaches 105 degrees Fahrenheit (°F) or higher, the Superintendent or designee will declare MPRB buildings without central air conditioning closed. To ensure consistency across the MPRB park system when determining closures or cancellations, the source for determining the current outdoor heat index is



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the National Weather Service – Twin Cities Forecast office <https://www.weather.gov/mpx/>. Important weather announcements will be posted on this page.

In the event of building closures due to heat, the designated facility supervisor or manager will ensure that:

1. All relevant building staff and anticipated building users are notified of the closure;
2. Signs are posted at all building entrances announcing the closure, date of closure, reason, and a list of the closest air-conditioned site that is open;
3. Wading pools remain open;
4. Participants of indoor games, practices, and activities are informed that the facility is closed due to a declared emergency;
5. Staff remain on site until all children in all formal MPRB programs are picked up by parents/guardians; and
6. Staff are informed of where their work for the day will be completed (an air-conditioned recreation center within the service area or other MPRB facility) or they arrange with their immediate supervisor the use of vacation, accrued compensatory time, or unpaid time off for the remainder of the day.

Recreation Plus sites without central air conditioning may be closed or their hours modified at the discretion of the Child Development Manager.

Facilities equipped with an onsite indoor temperature and humidity monitor which measures indoor “heat index” should follow department-specific standard operating procedures for determining closure. Should a heat advisory extend for more than two days in the MPRB service area, additional evaluation of indoor heat concerns will be conducted by the Risk and Safety Administrator.

#### **B. Extreme Heat – Outdoor Considerations**

To ensure consistency across the MPRB park system when determining closures or cancellations, the source for determining the current outdoor heat index is the National Weather Service – Twin Cities Forecast office <https://www.weather.gov/mpx/>. Important weather announcements will be posted on this page.

1. Aquatics: MPRB wading pools will close at 10 p.m. per ordinance PB3 -1.
2. Non-Aquatic Recreation Activities: If the reported heat index (as measured by temperature and dew point) is between 90°F and 104°F:
  - a. General activities: Frequent rest and water breaks should be utilized (approximately every 20 minutes).
  - b. Youth and Adult Athletics: Home team coaches should arrange to have water and ice available at the practice and game sites.
  - c. MPRB recreation facilities will ensure that water available on site for staff and park guests.
3. Non-Aquatic Recreation Activities: If the reported heat index (as measured by temperature and dew point) reaches 105°F or higher:



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- a. Outdoor Youth Sports League Games: If the heat index is 105°F or higher at 3 p.m., full-time recreation centers and programs department staff will be informed of the status of the game by the Athletic Program Specialist acting as the league director (MPRB-designated league director). Full-time recreation centers and programs department staff shall notify the coaches of any cancellations.
  - b. Adaptive Youth Programs: If the heat index is 105°F or higher at 3 p.m., the MPRB-designated league director will contact team managers directly to cancel games.
  - c. Adult sports leagues are rarely cancelled by the MPRB due to weather; in the event league games are cancelled, the MPRB-designated league director will post information on the MPRB PBIIntra Adults Sports League web page [https://www.minneapolisarks.org/activities\\_events/sports\\_leagues/adult\\_sports\\_leagues/](https://www.minneapolisarks.org/activities_events/sports_leagues/adult_sports_leagues/) as "Adult Sports Weather Cancellations".
  - d. MPRB Golf Courses do not close due to elevated heat index levels.
  - e. All other MPRB games, practices, and activities shall be cancelled by full-time recreation staff based on the above heat index criteria and will notify the appropriate instructor, group or organization.
4. Other MPRB Activities and Events: When the reported heat index for the MPRB Service Area reaches 105°F or higher, coordinators of the affected scheduled event or activity should work with their Department Director, Communications and Marketing, and the Risk and Safety Administrator, at a minimum, to determine best actions. Certain events may require approval from the event sponsor, the Superintendent or their designee, and other parties with a vested interest in the activity or event. Business operations within Minneapolis parks are subject to the conditions of their agreement with the MPRB in regard to inclement weather and declared emergencies.
5. Employees and Volunteers:
- a. To ensure that employees and volunteers receive the most current weather information for their specific location, they should monitor the heat index using mobile phone apps with location setting activated. Mobile phone apps, such as the OSHA Heat Index app, provide current weather conditions as well as illness symptoms and first aid recommendations. Volunteers can access the same app on their own devices.
  - b. Employees must complete heat-related illness training and familiarize themselves with the symptoms of heat stress, heat stroke, and heat rash. The OSHA Heat Index app also provides signs, symptoms, and treatment for heat-related illnesses.
  - c. Employees should inform their direct supervisor or Human Resources if they are at higher risk for heat-related illness due to pre-existing medical condition or prescription medication so that appropriate adjustments to work activity and/or break frequency can occur. Volunteers should be encouraged to do the same.
  - d. Frequent rest breaks in shaded or air-conditioned areas and water breaks must be utilized (every 15-20 minutes, depending on level of activity).
  - e. Whenever feasible, employees and volunteers should work in pairs and watch co-workers for signs of heat illness or the need for more frequent breaks. If working in pairs is not feasible, a communication plan should be instituted to ensure staff working alone are properly monitored for heat illnesses.



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- f. Activities requiring a high level of exertion, such as digging using hand tools or repetitive medium to heavy lifting, should be rescheduled or delayed until the heat index is less than 105°F.
- g. Employees and volunteers must immediately inform their supervisor/foreman/crewleader or MPRB Volunteer Coordinator or contact of any concerns related to performance of their duties in current heat conditions.

**C. Extreme Cold – Indoor Considerations for Non-heat Conditions in MPRB Facilities**

Employees are expected to report to work, unless notified by their immediate supervisor, department head or Assistant Superintendent. In the event of building closure due to cold, the designated facility supervisor of the affected building will ensure that:

1. All relevant building staff and anticipated building users are notified of the closure;
2. Signs are posted at all building entrances announcing the closure, date of closure, reason, and a list of the closest heated site that is open;
3. Participants of indoor games, practices, and activities are informed that the facility is closed due to a declared emergency;
4. Staff remain on site until all children in all formal MPRB programs are picked up by parents/guardians; and
5. Staff are informed of where their work for the day will be completed (a heated recreation center within the service area or other MPRB facility) or they arrange with their immediate supervisor the use of vacation, accrued compensatory time, or unpaid time off for the remainder of the day.

Recreation Plus sites without heat may be closed or their hours modified at the discretion of the citywide Child Development Manager.

**D. Extreme Cold – Outdoor Considerations**

1. Aquatics: pools, waterparks, and beaches will close and remove lifeguards from duty or not open if the day's forecasted high temperature is below 65°F at 9 a.m. Pools, waterparks, and beaches that are already open/guarded when the temperature drops below 65°F with the forecast predicting the same or lower temperature for the remainder of the day may remove lifeguards IF there has been less than 10 swimmers using the water feature over a one-hour period. Signage indicating the closure due to the weather must be placed at the pool or waterpark, and beach signs must be flipped to indicate "No Lifeguard on Duty."
2. Outdoor Ice Rinks and Warming Rooms: Outdoor Rinks and Warming Rooms do not close for extreme cold. They will only close due to unsafe ice conditions as determined by a Park Maintenance Crewleader and/or Recreation Service Area Manager or if the recreation centers are closed by the superintendent or their designee.
3. Youth Athletics: Youth outdoor games will be cancelled if the ambient temperature is -10°F or colder or the wind chill is -20°F or colder. If outdoor games are cancelled, the MPRB-designated league director will notify the full-time recreation staff who will then get information to the coaches. Outdoor practices are cancelled by the full-time park staff and the coach.



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4. Adult Athletics: Adult sports leagues are rarely cancelled; in the event outdoor league games are cancelled, the MPRB-designated league director will post information on the web page [https://www.minneapolisarks.org/activities\\_events/sports\\_leagues/adult\\_sports\\_leagues/](https://www.minneapolisarks.org/activities_events/sports_leagues/adult_sports_leagues/) as "Adult Sports Weather Cancellations".
5. Rec Plus:
  - a. On a calendar planned non-school day, in the event that the National Weather Service predicts that the wind chill will be -35°F (-37° Celsius) or colder at 6:30 a.m., Rec Plus will delay School Release Day care start times by two hours or more.
  - b. Whenever possible, the decision to close or delay Rec Plus childcare will be made by 9 p.m. the night before or no later than 5:30 a.m. the day of the closing. Notification to participants will be sent via text through Recreation Management Software (currently Eleyo), along with email notification informing families of any changes or closures. The delay or closure will also be posted on the MPRB website and on CBS Local News at <https://minnesota.cbslocal.com/> if time allows. It will be communicated directly via text message to direct care staff and email to department staff.
  - c. If the Minneapolis Public Schools (MPS) moves in-person classes to e-learning, MPS will notify parents by 5:30 am. Rec Plus will automatically close morning Rec Plus when this happens. The MPRB will determine by 11:00 am if afternoon Rec Plus will occur on an e-learning day.
6. Theodore Wirth Winter Recreation Area: The MPRB reserves the right to operate the facility as appropriate based on weather conditions, slope maintenance, and skier traffic. The snow tubing hill and snowboarding hill will be closed when wind chill temperatures reach -40°F or the ambient air temperature reaches -30°F as measured at the ski area. Signage indicating the closure due to the weather must be placed at the Chalet and Trailhead buildings.
7. Other MPRB Activities and Events: When the ambient temperature is -10°F or colder or the wind chill is -20°F or colder, coordinators of the affected scheduled event or activity should work with their Department Director, Communications and Marketing, and the Risk and Safety Administrator, at a minimum, to determine best actions. Certain events may require approval from the event sponsor, the Superintendent or their designee, and other parties with a vested interest in the activity or event. Business operations in Minneapolis parks are subject to the conditions of their agreement with the MPRB in regard to inclement weather and declared emergencies.
8. Outdoor Employees and Volunteers:
  - a. To ensure that employees and volunteers receive the most current weather information for their specific location, they should monitor the ambient temperature and wind chill factor using weather apps such as Weather Underground on their mobile devices with location setting activated.
  - b. Employees and volunteers must familiarize themselves with the symptoms of hypothermia and frost bite and dress appropriately for the outdoor conditions.
  - c. Frequent rest breaks in heated areas must be utilized (at least every 30 minutes for a wind chill of -20°F or higher). A wind chill equal to or colder than -25°F requires that breaks occur every 15 minutes as the risk for frost bite increases.





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- d. Whenever feasible, employees and volunteers should work in pairs and watch co-workers for signs of mental confusion caused by hypothermia, which would signal the need for more frequent breaks. If working in pairs is not feasible, a communication plan should be instituted to ensure staff working alone are properly monitored for extreme cold effects.
- e. Activities in open areas, such as lakes and fields, may need to be rescheduled when the wind chill is colder than -30°F.
- f. Employees and volunteers must immediately inform their supervisor/foreman/crewleader or MPRB Volunteer Coordinator or contact of any concerns related to performance of their duties in current cold conditions.
- g. In all instances where severe weather contributes to an employee arriving late, the employee will be deemed to be on flex-time for that day and will thereby have the opportunity, at their discretion and approval of immediate supervisor, to make up the lost time by adjusting their schedule for that day.
- h. Employees operating diesel-fueled equipment for the MPRB may experience equipment issues when the outdoor temperature, including wind chill, is -20°F or colder. Crewleaders for diesel equipment operators must establish a contact schedule with their operators. Diesel equipment operators must maintain the contact schedule and report any equipment issues or weather concerns as soon as they are observed. Diesel-fueled equipment must be stored indoors overnight to avoid equipment failures.

**E. Extreme Winter Weather**

MPRB will cancel programs if road conditions are such that travel becomes too hazardous such as when snow falls and accumulates at a rate faster than snowplows can maintain safe driving conditions or clear MPRB facility parking lots prior to operating hours (more than 6 inches of snow is forecasted to fall in 12 hours or more than 8 inches of snow in 24 hours) or a wind/snow combination impairs travel, or a freezing rain/ice glazing event has occurred. In the event of a winter weather emergency, recreation facilities will close following similar procedures to extreme cold conditions. To ensure consistency across the MPRB park system when determining closures or cancellations, the source for determining the current outdoor weather conditions is the National Weather Service – Twin Cities Forecast office <https://www.weather.gov/mpx/>. Important weather announcements will be posted on this page.

1. **Adult Athletics:** Adult sports leagues are rarely cancelled unless the associated recreation center is closed. In the event outdoor league games are cancelled, the Athletic Program Specialist acting as league director will post information on the MPRB PBintra Adult Sports Leagues page [https://www.minneapolisparcs.org/activities\\_events/sports\\_leagues/adult\\_sports\\_leagues/](https://www.minneapolisparcs.org/activities_events/sports_leagues/adult_sports_leagues/) as “Adult Sports Weather Cancellations.”
2. **Rec Plus:**
  - a. On a calendar planned non-school day or “School Release Day” (such as winter break), in the event that the National Weather Service forecasts that more than 6 inches of snow will fall in 12 hours, or more than 8 inches of snow will fall in 24 hours, Rec Plus will open the School Release Day care as weather permits but at the earliest time after 9 a.m. that roads and /or access are deemed passable by authorities.



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- b. Rec Plus will be closed in the event roads and/or access are deemed impassable by authorities or opening Rec Plus poses an unacceptable risk to employees.
            - i. Whenever possible, the decision to close or delay Rec Plus childcare will be made by 9 p.m. the night before or no later than 5:30 a.m. the day of the closing.
            - ii. Notification to participants will be sent via text through Recreation Management Software (currently Eleyo), along with email notification informing families of any changes or closures.
            - iii. The delay or closure will also be posted on the MPRB website and on CBS Local News at <https://minnesota.cbslocal.com/> if time allows. It will be communicated directly via text message to direct care staff and email to department staff.
          - c. If the Minneapolis Public Schools (MPS) moves in-person classes to e-learning, MPS will notify parents by 5:30 am. Rec Plus will automatically close morning Rec Plus when this happens. The MPRB will determine by 11:00 am if afternoon Rec Plus will occur on an e-learning day.
4. Recreation Centers will be closed in the event roads and/or access are impassable or opening facilities poses a danger to or may cause risk or liability for employees (for example: heavy snow, extreme ice, declared emergencies).
5. Theodore Wirth Winter Recreation Area will close the snow tubing hill and snowboarding hill if ice and/or blowing snow conditions are such that operating these amenities becomes dangerous for staff and patrons. Signage indicating the closure due to the weather must be placed at the Chalet and Trailhead buildings.
6. Outdoor Ice Rinks and Warming Rooms: Outdoor Rinks and Warming Rooms do not close due to ice or snow storms unless the associated recreation center is closed due to weather emergency. They may close due to unsafe ice conditions as determined by a Park Maintenance Crewleader and/or Recreation Service Area Manager. Use of the outdoor ice rinks may be interrupted due to necessary ice maintenance following a snow or ice weather event. Signs will be posted at each rink prior to scheduled maintenance.
7. Other MPRB Activities and Events: Each activity and event presents specific challenges and hazards during winter weather. The decision to cancel a scheduled activity or event should be made thoughtfully, considering not only current conditions but projected conditions, including road conditions. Coordinators of the affected scheduled event or activity should work with their Department Director, Communications and Marketing, and the Risk and Safety Administrator, at a minimum, to determine best actions. Certain activities or events may require approval from the event sponsor, the Superintendent or their designee, and other parties with a vested interest in the activity or event. Businesses within Minneapolis parks are subject to the conditions of their agreement with the MPRB in regard to inclement weather and declared emergencies.
8. Outdoor Employees and Volunteers:
  - a. Employees, including MPRB Volunteer Coordinators or contacts, should monitor all weather communications, both internal and external, to prepare for the workday.





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- b. Unless a closure or delay announcement is made by the office of the Superintendent or other MPRB management designee, MPRB offices will remain open, and employees are expected to report for their regularly scheduled shift.
- c. If a closure or delay does not include an employee's job function, then the employee must report for their regularly scheduled shift.
- d. If severe winter weather contributes to an employee arriving late, the employee will be deemed to be on flex-time for that day and will thereby have the opportunity, at their discretion and approval of immediate supervisor, to make up the lost time by adjusting their schedule for that day.
- e. If road conditions are such that an employee may arrive late for their scheduled work shift, they must communicate the delay to their supervisor as soon as possible.
- f. If an employee is "on call" for a weather emergency, the employee must be accessible and fully prepared to report for duty on short notice. Employees covered by a collective bargaining agreement should refer to that agreement for specific provisions pertaining to "on call."

**F. Severe Weather – Lightning/Thunderstorms/Wind**

When a severe weather event is imminent within the City of Minneapolis ("City") and/or adjacent cities, warning sirens will be activated. In addition, the National Weather Service ("NWS") has instituted Wireless Emergency Alerts that will push notifications to mobile devices for Severe Thunderstorms (when damage threat is destructive) and Extreme Wind. Employees located within an MPRB facility should follow the appropriate Facility Emergency Action Plan (FEAP) for guidance.

1. Aquatics:

- a. When lightning and thunder occur, outdoor pool (including wading pool and splash pad) and waterpark staff will require park guests to exit the water when lightning and thunder occur, keeping patrons from water for at least 30 minutes or until the weather situation stabilizes.
- b. For staffed beach areas, staff will require patrons to exit the water when lightning and thunder occur, keeping patrons from water for at least 30 minutes or until the weather situation stabilizes.
- c. Although the open condition of the beach is not the safest location for patrons during such an event, it is safer than leaving them in the water or sheltering them under a tree canopy. Exceptions to this are Lake Nokomis Main and Wirth beaches which have bath houses for shelter.
- d. Pools, waterparks, and beaches will reopen 30 minutes after last lightning strike is seen and/or last rumble of thunder is heard.

2. All Adult and Youth Athletic Activities: Once lightning has been spotted or thunder has been heard, all MPRB athletic activities will be delayed for 30 minutes by the official, staff or coach on site. Games may be re-started 30 minutes after last lightning strike is seen and/or last rumble of thunder is heard. The official or staff will determine if a game will be cancelled.

3. Golf Courses:

- a. The 1<sup>st</sup> and 10<sup>th</sup> tees will close immediately. No players will be allowed on the golf course until the "all clear" is given.



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- b. MPRB Golf staff will notify players on the golf course that lightning, thunder or other severe weather is expected, has been reported, or has been seen in the area and require that players remove themselves from the golf course. Assistance to vacate the golf course will be provided to those players that request it or as directed by management. Notification/warning will occur starting on hole #18 and hole #9 and move backwards in numerical order through the 1<sup>st</sup> and 10<sup>th</sup> tee. For the safety of employees, only one notification/warning will be given to players on the golf course. Management will then remove all employees from the golf course and require them to seek shelter until the "all clear" is given.
        - c. The "all clear" may only be given by MPRB Golf course management staff or their designee.
        - d. Once the "all clear" is given, players will be allowed back on to the golf course and shall occupy the same position they had on the golf course prior leaving the golf course. The 1<sup>st</sup> and 10<sup>th</sup> tee will re-open and players may begin play. Play will begin based on scheduled tee times prior to the delay. Players that choose not to continue play will be given rain checks based on the MPRB Rain Check Policy located on the website or other mutually agreed upon established League/Tournament Agreements.
4. Outdoor Employees and Volunteers:
  - a. Employees including MPRB Volunteer Coordinators and contacts should monitor all weather communications, both internal and external, to prepare for the workday. If severe weather is forecasted for the day, employees and volunteers should monitor the ambient temperature and wind chill factor using weather apps such as Weather Underground on their mobile devices with location setting activated to ensure that they receive the most current weather information for their specific location.
  - b. As soon as lightning is spotted, thunder is heard, or City warning sirens or NWS warning alerts are activated:
    - i. Employees and volunteers must immediately shelter inside an enclosed vehicle or substantial building until the storm passes (no visible lightning strike or thunder sound for 30 minutes).
    - ii. Employees should encourage the public to shelter inside an enclosed vehicle or substantial building until the storm passes (no visible lightning strike or thunder sound for 30 minutes).
  - c. In a Wind Advisory (sustained winds or 31-39 mph for an hour or wind gusts of 46-57 mph for any duration) or Extreme Wind Warning (surface winds of 155 mph or greater), all outdoor aerial lift activity must cease. Aerial lifts, including truck-mounted lifts, have wind speed ratings from 20-30 mph. Consult the operator's manual for specific equipment wind speed rating.
5. All other MPRB outdoor events and activities will be delayed for 30 minutes once lightning has been spotted or thunder has been heard. Events and activities can restart 30 minutes after last lightning strike is seen and/or last rumble of thunder is heard. Cancellations will be determined by the appropriate Department Director, Event Coordinator, or Service Area Manager. Business operations within Minneapolis parks are subject to the conditions of their agreement with the MPRB in regard to inclement weather and declared emergencies.



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**G. Severe Weather – Tornadoes and Heavy Rain/Flash Floods**

When severe weather event is imminent within the City, warning sirens will be activated. In addition, the NWS has instituted Wireless Emergency Alerts that will push notifications to mobile devices for Tornadoes and Flash Floods (Considerable or Catastrophic Damage Level). Employees located within an MPRB facility should follow the appropriate Facility Emergency Action Plan (FEAP) for guidance.

1. In the event of a Tornado Warning, all program participants and staff will be moved to a shelter area. Please see facility's Facility Emergency Action Plans for facility-specific information.
2. When a flash flood occurs, participants and staff should be removed from low lying areas prone to flooding and brought to safety (higher ground or indoor space on higher ground).
3. Motorized vehicles should not be used during these events.
4. Athletic Field Conditions and Field Playability:
  - a. In the event of heavy rains or flash flood threat, games will be delayed or cancelled at the site by the full-time Recreation Centers and Programs Department staff and/or official based on field conditions, potential damage to fields if there is activity on the fields, and the safety of participants.
  - b. Decision to delay or cancel practices and games will be based on forecast, conditions of the field, and potential damage to fields if practices or games are played.
  - c. Full-time Recreation Aquatics, Athletics, Ice Arenas and Golf Department staff or designee, will contact Recreation Centers and Programs Department staff and program participants scheduled to play at the site, who will relay the cancellation information to the team coaches who are scheduled to play.
  - d. Ice arenas typically will not close unless there is a loss of power and/or a life-threatening weather event.
  - e. Adult sports leagues are rarely cancelled unless the associated recreation center is closed. In the event outdoor league games are cancelled, the Athletic Program Specialist acting as league director will post information on the MPRB PBI Intra Adult Sports [League web page](https://www.minneapolisparcs.org/activities_events/sports_leagues/adult_sports_leagues/) [https://www.minneapolisparcs.org/activities\\_events/sports\\_leagues/adult\\_sports\\_leagues/](https://www.minneapolisparcs.org/activities_events/sports_leagues/adult_sports_leagues/) as "Adult Sports Weather Cancellations".
5. Other MPRB Activities and Events: The decision to cancel, reschedule, or relocate a scheduled activity or event should be made thoughtfully, considering not only current conditions but projected conditions, including field or lawn conditions. Coordinators of the affected scheduled event or activity should work with their Department Director, Communications and Marketing, and the Risk and Safety Administrator, at a minimum, to determine best actions. Certain activities or events may require approval from the event sponsor, the Superintendent or their designee, and other parties with a vested interest in the activity or event. Business operations in Minneapolis parks are subject to the conditions of their agreement with the MPRB in regard to inclement weather and declared emergencies.
6. Outdoor Employees and Volunteers
  - a. Employees including MPRB Volunteer Coordinators should monitor all weather communications, both internal and external, to prepare for the workday. If severe



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Deputy Superintendent - Risk and Safety  
Frequency of Review: Every 3 years

weather is forecasted for the day, employees and volunteers should monitor available weather apps such as Weather Underground on their mobile devices with location settings activated throughout the day to ensure they have the most current information for their location.

- b. Employees will inform the nearby public as soon as City warning sirens or NWS warning alerts are activated.
  - i. Employees and volunteers must immediately shelter inside an enclosed vehicle or substantial building until the storm passes (no visible lightning strike or thunder sound for 30 minutes).
  - ii. Employees should encourage the public to shelter inside an enclosed vehicle or substantial building until the storm passes (no visible lightning strike or thunder sound for 30 minutes).
- c. In a Wind Advisory (sustained winds or 31-39 mph for an hour or wind gusts of 46-57 mph for any duration) or Extreme Wind Warning (surface winds of 155 mph or greater), all outdoor aerial lift activity must cease. Aerial lifts, including truck-mounted lifts, have wind speed ratings from 20-30 mph. Consult the operator's manual for specific equipment wind speed rating.

#### **H. Air Quality Index (AQI) and Outdoor Physical Activities**

The Minnesota Pollution Control Agency (MPCA) monitors air quality throughout Minnesota to ensure levels don't exceed levels that would be detrimental to human health. The MPCA Air Quality Index (AQI) is determined by hourly measurements of five pollutants utilizing 18 monitors throughout the state including 3 in the Twin Cities area. The pollutant with the highest AQI value determines the total AQI for that hour. The MPCA will issue an air quality alert when the measured or predicted air quality conditions are expected to be greater than 101 AQI. The MPCA pollutant concentration breakpoints are 101 – 150 AQI (Unhealthy for Sensitive Groups), 151 – 200 AQI (Unhealthy), 201 – 300 AQI (Very Unhealthy), and 301 or above AQI (Hazardous).

1. An AQI of 101-150 is considered unhealthy for those sensitive to air pollutions. These include persons with pre-existing heart or lung conditions, children, and persons over the age of 65.
  - a. Employees should inform their direct supervisor or Human Resources if they are sensitive to air pollutants so that appropriate adjustments to work activity can be made. Volunteers should be encouraged to do the same.
  - b. Activities requiring a high level of exertion, such as digging using hand tools or repetitive medium to heavy lifting, should be rescheduled or delayed until the AQI is less than 101.
2. An AQI of 151 or above may warrant MPRB full-time staff cancelling strenuous outdoor physical activities or relocating inside a facility with adequate mechanical ventilation. The decision to cancel, delay, or relocate outdoor physical activities will depend on the type of activity and will be made by the appropriate Department Director, in consultation with the Risk and Safety Administrator and appropriate managers.

#### **IMPLEMENTATION AND COMMUNICATION PLAN**



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1. The Risk and Safety Administrator will review and update the policy at least every three years with the assistance of MPRB Department Heads and Human Resources.
2. The Policy will be reviewed by the Executive Team after each update.
3. Each director will ensure new staff are trained and all staff are alerted to an update.
4. All full-time supervisory staff are responsible for ensuring that their employees have received the Inclement Weather Policy training, that each employee has signed off that they received the training and understand the policy and procedures and have submitted this signed off paperwork to Human Resources.
5. The updated Policy will be posted on PBItra and the link shared with all MPRB staff.
6. The Risk and Safety Administrator will send seasonal pre-winter and pre-summer reminders about the policy which will include a link to the policy sent to all MPRB staff by the policy owner.
7. The Policy will become a part of the new employee HR Policy Overview for Appointed and Certified Employees.