

**Exhibit E**

**GOLF COURSE ORDERS AND  
GUIDANCE FOR RE-ESTABLISHING SERVICES TO PUBLIC**

**EFFECTIVE IMMEDIATELY  
April 28, 2020**

The current situation on COVID-19 in El Paso, TX continues to evolve. In light of the presence of COVID-19 in our community, the City of El Paso Department of Public Health is issuing the following Orders and Guidance to golf courses, which their employees, clients and golfers must follow to reduce the risk of exposure to COVID-19, as well as the protective measures which must be undertaken at all golf courses.

Golf courses may be able to open to the public effective April 28, 2020, at 12:01 AM at a reduced attendance as described in this document.

Golf pro shops must remain closed and clubhouses with snack bars or grills may be open for take-out and carry out only, until May 1, 2020, when both Golf pro shops and clubhouses may operate at up to 25% of total listed occupancy and on a take-out or to-go basis. These rules shall continue through May 15, 2020 subject to extension, expansion or amendment by the Texas Governor.

Golf pro shops are encouraged to consider dedicating a certain period of time each day for only at-risk customers (those who are 65 or older, especially those with chronic lung disease, moderate to severe asthma, chronic heart disease, severe obesity, diabetes, chronic kidney disease undergoing dialysis, liver disease, or weakened immune system) or deliver purchased goods to vehicles to reduce the need for at-risk customers to enter the store. If practical, Golf pro shops should monitor what items customers touch to clean or disinfect when the customer leaves the retail establishment. Contactless payment is encouraged, but where not available, contact should be minimized.

Club houses with kitchen will follow restaurant guidance when applicable.

**Social Distancing and Other Public Health Interventions**

- Arrange Tee times to be within 45-minute intervals.
- Employees and visitors are encouraged to follow social distancing guidelines including maintaining a physical distance of at least 6 feet between individuals.
- Players must make reservations and pay for tee times in advance by telephone or online before coming to the course, no walk up play.
- If the course is private, play is limited to members only, no guests.
- Adjust waiting areas to follow social distancing guidelines.
- Avoid congregating in areas surrounding snack bars or grills. No beverage carts are allowed.

- Players are not to arrive at the course more than fifteen minutes prior to their tee time and must maintain social distancing while waiting for their tee time. Players must leave the course immediately when their round is finished.
- Walking is preferred and pull carts are allowed. The use of golf carts is permitted provided use is restricted to a single rider and anyone living in the same household.
- Groups of more than 4 golfers are not allowed. Only golfers are allowed on the course.
- Players are responsible for handling their golf bag and clubs. Course personnel will not handle bags or clubs at any time.
- No spectators are allowed.
- No golf instruction or academies are allowed at this time.
- Golfers are not required to wear a face covering in accordance with the Second Amendment to the City of El Paso Local Emergency Directive, also known as the latest Stay Home Stay Safe Directive, and Exhibit B to the Second Amendment to County Order No. 7, all as amended.
- Consider displaying posters and signs to frequently remind guests to take steps to prevent the spread of COVID-19. These messages may include information about:
  - Staying home if you are sick or do not feel well, and what to do if you're sick or feel ill.
  - Reminders of facial hygiene and cleanliness, such as avoid touching eyes, nose and mouth with unwashed hands.
  - Covering coughs and sneezes with a tissue, then throwing the tissue in the trash.
  - Washing hands often with soap and water for at least 20 seconds, especially after going to the bathroom, before eating, and after blowing your nose, coughing, or sneezing.
  - If soap and water not readily available, people can use a hand sanitizer that contains at least 60% alcohol base.

#### **Rules for Course Set-up**

- Carts must be staged at least six feet apart. Carts must not be parked closer than six feet from each other on the course.
- Clean and disinfect driving range golf balls between use.
- Ensure separation of at least 6 feet between golfers on the driving range.
- Putting greens and practice areas only available for players ten minutes prior to their tee time. Social distancing must be maintained on practice putting greens.
- No rakes in bunkers.
- No ball washers.
- All cups on greens must either be raised to prevent the ball from entering the hole or be filled with a liner which keeps the ball from dropping all the way into the hole so that players may remove their ball without touching the flagstick.

## Staff

- Employers should implement a health screening policy for all employees, and establish protocols for employee exclusion if they develop any of the following symptoms: feeling feverish or present a measured fever of greater than or equal to 100°F, cough, shortness of breath or difficulty breathing, chills, repeated shaking with chills, muscle pain, headache, sore throat, loss of taste and smell, diarrhea, other gastrointestinal symptoms, or have been in known close contact with a person who is lab confirmed to have COVID-19.
- Employers should consider use of a touchless infrared thermometer to check the temperature of employees each day.
- Employees with a temperature above 100°F are recommended to be sent home until they have no fever and no evidence of COVID-19 symptoms.
- All employees shall wear a face covering while at work and interacting with other employees and patrons.
- Employees should wear gloves and wash hands often for at least 20 seconds with soap and water or use of hand sanitizer that contains at least 60% alcohol.
- Employers should consider implementing flexible sick leave and supportive policies and practices for employees considered high-risk (older than 65 years of age or with other uncontrolled medical conditions) for developing severe complications.
- Make available and visible COVID-19 prevention print materials at your business.
- Staffing beyond those needed for golf course maintenance and security should be minimal (limited number of cart attendants, starter to monitor tee times who must maintain social distancing).

## Sanitation

- Use disinfectant to clean common touch points.
- Prior to reopening, deep clean all surfaces and touch points with EPA- approved sanitization products.
- Prior to reopening, retrain employees on best practices to avoid contamination.
- Consider designating one person to clean high-touch points throughout the day.
  - Examples of high-touch point surfaces include doorknobs, gates, door handles and push plates, railing, faucets, and toilet flush levers.
- Employees should practice proper handwashing, observe respiratory etiquette, and avoid using other employees' phones, pens, notepads, or other work tools.
- Clean and disinfect bathrooms regularly, particularly high-touch surfaces, and ensure they have handwashing supplies. Some facilities, such as restrooms or water fountains may be temporarily closed or restricted. Inform visitors if there is limited access to public restrooms or water fountains.
- Ensure that access to handwashing/hand sanitizing facilities and supplies are available

for employees and customers.

- Require that when payment is required for booking tee times and associated costs, payment must be made electronically or over the telephone; otherwise, no cash or credit payments are allowed on site unless touchless payments and digital money transfers transactions are available on-site to minimize touching of writing implements and high touch surfaces. For any Clubhouse or Pro shop purchases, Encourage touchless payments and digital ordering to further minimize touching of writing implements and high touch surfaces.
- Strategic placement of approved hand sanitizers for employees and clients are encouraged.
- No public ice/water machines are to be in use. No drinking fountains in operation.
- Golf carts and push carts must be cleaned and sanitized by wiping all high touch areas (including steering wheels, cup holders, seats and roof supports and areas of the roof where players would grab entering or leaving the cart) before and after each round of use.

We appreciate your assistance in this matter. As soon as information changes, it will be made available through our website at [EPStrong.org](http://EPStrong.org)

The proposed Orders and Guidance are to be effective immediately and publicly disseminated around the City and County of El Paso, Texas.



---

Hector I. Ocaranza, M.D., MPH  
Health Authority City/County of El Paso, TX

# TENNIS FACILITIES ORDERS AND GUIDANCE FOR RE-ESTABLISHING SERVICES TO PUBLIC

**EFFECTIVE IMMEDIATELY  
April 29, 2020**

The current situation on COVID-19 in El Paso, TX continues to evolve. In light of the presence of COVID-19 in our community, the City of El Paso Department of Public Health is issuing the following Orders and Guidance to private Tennis Facilities, which their employees, clients and players must follow to reduce the risk of exposure to COVID-19, as well as the protective measures which must be undertaken at all tennis courts and facilities.

Private Tennis Facilities may be open to the public effective April 29, 2020, at 12:01 AM at a reduced attendance as described in this document.

Tennis pro shops must remain closed and clubhouses with snack bars or grills may be open for take-out and carry out only, until May 1, 2020, when both tennis pro shops and clubhouses may operate at up to 25% of total listed occupancy and on a take-out or to-go basis, and shall follow the Social Distancing and Other Public Health Guidelines listed herein. These rules shall continue through May 15, 2020 subject to extension, expansion or amendment by the Texas Governor.

Tennis pro shops are encouraged to consider dedicating a certain period of time each day for only at-risk customers (those who are 65 or older, especially those with chronic lung disease, moderate to severe asthma, chronic heart disease, severe obesity, diabetes, chronic kidney disease undergoing dialysis, liver disease, or weakened immune system) or deliver purchased goods to vehicles to reduce the need for at-risk customers to enter the store.

If practical, tennis pro shops should monitor what items customers touch to clean or disinfect when the customer leaves the retail establishment. Contactless payment is encouraged, but where not available, contact should be minimized.

Club houses with kitchens will follow restaurant guidance when applicable.

### **Social Distancing and Other Public Health Interventions**

- Participants should self-screen prior to arriving at a Tennis club for the following new or worsening symptoms:

<input type="checkbox"/>	Cough	<input type="checkbox"/>	Sore throat
<input type="checkbox"/>	Repeated shaking with chills	<input type="checkbox"/>	Loss of taste or smell
<input type="checkbox"/>	Chills	<input type="checkbox"/>	Diarrhea
<input type="checkbox"/>	Muscle pain	<input type="checkbox"/>	Headache
<input type="checkbox"/>	Feeling feverish or a measured temperature greater than or equal to	<input type="checkbox"/>	Known close contact with a person who is lab confirmed to have COVID-19

	100.0 degrees Fahrenheit		
<input type="checkbox"/>	Shortness of breath or difficulty breathing		

- Tennis clubs should utilize every other court spacing to provide distancing between courts being used.
- Singles matches are recommended, however, doubles matches are permitted.
- Employees and visitors are required to follow social distancing guidelines including maintaining a physical distance of at least 6 feet between individuals that are not members of the same household.
- Players are encouraged to make reservations and pay for court fees in advance (if applicable) by telephone or online before coming to the tennis court; walk-up play is discouraged.
- If the courts are private, play is limited to members only; no guests.
- Adjust waiting areas to follow social distancing guidelines.
- Avoid congregating in areas surrounding snack bars or grills. No beverage carts are allowed.
- Players are not to arrive at the courts more than fifteen minutes prior to their reservation time and must maintain social distancing while waiting for their court time. Players must leave the courts immediately when their match is finished.
- Groups of more than 4 players are not allowed. Only players are allowed on the courts.
- Players are responsible for handling their equipment bag and balls. Court personnel will not handle any equipment bags at any time. Equipment bags are to be placed apart from each other while in the courts to promote distancing between personal property and social distancing between players.
- Players are encouraged to bring their own beverages.
- No spectators are allowed.
- Group tennis instruction or academies are NOT allowed at this time, with the exception of those described below.
- Tennis instruction or academies are only allowed in semiprivate or private arrangements in groups of 1 or 2 students at a time. A maximum of 4 people are allowed on a single court.
- Players are not required to wear a face covering in accordance with the Second Amendment to the City of El Paso Local Emergency Directive, also known as the latest Stay Home Stay Safe Directive, and Exhibit B to the Second Amendment to County Order No. 7, all as amended.
- Displaying posters and signs is recommended to frequently remind guests to take steps to prevent the spread of COVID-19. These messages may include information about:
  - Staying home if you are sick or do not feel well, and what to do if you're sick or feel ill.
  - Reminders of facial hygiene and cleanliness, such as avoid touching eyes, nose and mouth with unwashed hands.

- Covering coughs and sneezes with a tissue, then throwing the tissue in the trash.
- Washing hands often with soap and water for at least 20 seconds, especially after going to the bathroom, before eating, and after blowing your nose, coughing, or sneezing.
- If soap and water not readily available, people can use a hand sanitizer that contains at least 60% alcohol.

**Staff**

Employers shall follow the Minimum Standard Health Protocols issued by the Texas Governor, including:

- Implement a health screening policy for all employees, and establish protocols for employee exclusion if they develop any of the following symptoms:

<input type="checkbox"/>	Cough	<input type="checkbox"/>	Sore throat
<input type="checkbox"/>	Repeated shaking with chills	<input type="checkbox"/>	Loss of taste or smell
<input type="checkbox"/>	Chills	<input type="checkbox"/>	Diarrhea
<input type="checkbox"/>	Muscle pain	<input type="checkbox"/>	Headache
<input type="checkbox"/>	Feeling feverish or a measured temperature greater than or equal to 100.0 degrees Fahrenheit	<input type="checkbox"/>	Known close contact with a person who is lab confirmed to have COVID-19
<input type="checkbox"/>	Shortness of breath or difficulty breathing		

- Employers are recommended to use a touchless infrared thermometer to check the temperature of employees each day.
- Employees with a temperature above 100°F or with any of the above symptoms are recommended to be sent home.
- Do not allow employees with new or worsening signs or symptoms as listed above to return to work until:
  - In the case of an employee who was diagnosed with COVID-19, the individual may return to work when all three of the following criteria are met: at least 3 days (72 hours) have passed *since recovery* (resolution of fever without the use of fever-reducing medications); and the individual has improvement in respiratory symptoms (e.g., cough, shortness of breath); and at least 7 days have passed *since symptoms first appeared*; or
  - In the case of an employee who has symptoms that could be COVID-19 and does not get evaluated by a medical professional or tested for COVID-19, the individual is assumed to have COVID-19, and the individual may not return to work until the individual has completed the same three-step criteria listed above; or
  - If the employee has symptoms that could be COVID-19 and wants to return to work before completing the above self-isolation period, the individual must obtain a medical professional’s note clearing the individual for return based on an alternative diagnosis.

- All employees shall wear a face covering while at work and interacting with other employees and patrons.
- Employees should wear gloves and wash hands often for at least 20 seconds with soap and water or use of hand sanitizer that contains at least 60% alcohol.
- Employers are recommended to implement flexible sick leave and supportive policies and practices for employees considered high-risk (older than 65 years of age or with other uncontrolled medical conditions) for developing severe complications.
- Employers shall make available and visible COVID-19 prevention print materials at your business.
- Staffing beyond those needed for tennis court maintenance and security should be minimal.

### **Sanitation**

- Use disinfectant to clean common touch points.
- Prior to reopening, deep clean all surfaces and touch points with EPA- approved sanitization products.
- Prior to reopening, train employees on best practices to avoid contamination.
- Employers are recommended to designate one person to clean high-touch points throughout the day.
  - o Examples of high-touch point surfaces include doorknobs, gates, door handles and push plates, railing, faucets, and toilet flush levers.
- Employees should practice proper handwashing, observe respiratory etiquette, and not use other employees' phones, pens, notepads, or other work tools.
- Clean and disinfect bathrooms regularly, particularly high-touch surfaces, and ensure they have handwashing supplies. Some facilities, such as restrooms or water fountains may be temporarily closed or restricted. Inform visitors if there is limited access to public restrooms or water fountains. Encourage visitors to bring their own water.
- Ensure that access to handwashing/hand sanitizing facilities and supplies are available for employees and customers and strategic placement of approved hand sanitizers for employees and clients is encouraged.
- When payment is required for court reservations and associated costs, payment must be made electronically or over the telephone; otherwise, no cash or credit payments are allowed on site unless touchless payments and digital money transfers transactions are available on-site to minimize touching of writing implements and high touch surfaces.
- No public ice/water machines are to be in use. No drinking fountains in operation.

We appreciate your assistance in this matter. As soon as information changes, it will be made available through our website at [EPStrong.org](http://EPStrong.org)

The proposed Orders and Guidance are to be effective immediately and publicly disseminated around the City and County of El Paso, Texas.



---

Hector I. Ocaranza, M.D., MPH  
Health Authority City/County of El Paso, TX