

**Round Rock Parks and Recreation Department
Allen R. Baca Center Reactivation Plan
Phase I – June 15, 2020**

With guidance from the Opening Up America Again, Open Texas Plan and CDC the following guidelines and protocol are put in place to allow for modified operations.

**Hours of Operation
Monday – Friday, 7am – 7pm**

<p>Team Members</p>	<ul style="list-style-type: none"> • Team Members are to stay home if they feel sick or show signs of COVID-19 infection. Recommendations of 48 hours symptom free without the aids of medication are advised before resuming employment. • Team Members are to wash their hands with soap and water regularly • Team Members are to maintain a 6 ft. distance from patrons and co-workers • PPE, including face covering and gloves will be provided
<p>Members</p>	<ul style="list-style-type: none"> • Members are to maintain appropriate physical distance of six feet or more between themselves and others, including while utilizing fitness equipment. • Members are to stay home if they are sick or not feeling well. Recommendations of 48 hours symptom free without the aids of medication are advised before resuming activity. • Face masks are not required by law but are encouraged when possible. • Wash your hands frequently and for 20 seconds. • The Governors Open Texas plan and the CDC recommend those in high risk groups/vulnerable populations to take extreme caution and/or avoid public settings • Members are to respect any capacity limits posted; the number of people in one area may be limited. • Members are to limit the number of personal belongings they bring into the facility. • Members are to wipe down fitness equipment, machines and weights before use and immediately after use. • Members may enter the facility 10 minutes before reservation time to allow for check in and staging in the cue lines. Members late for their reservation time forfeit lost time. • Outside fitness equipment is discouraged; if used, wipe down upon entering and exiting the facility. • Use of gloves that fully cover the wrist and fingers are recommended when using fitness equipment. • Congregating in activity areas, lobby and hallways is discouraged. <p><i>Please be courteous to the team; Thank you for your cooperation, patience and understanding in our modifications to facility operations.</i></p>
<p>Facility</p>	<ul style="list-style-type: none"> • Phase One Building Capacity is 277. • Phase One Facility Access includes: Weight Room (Capacity 8), Billiards Room (Capacity 6), Library (Capacity 2). A limited amount of programming will be offered with varying capacities. A reservation system will be used to maintain capacity.

- **Entering:** Members will enter the facility from the plaza entrance or garage entrance, no more than 10 minutes before their reservation time. Members will be directed to the established locations at the front desk to check in and confirm reservation. The member will proceed to the cue line to enter the activity area.
- **Member scans:** Members will scan their membership card at the front desk, or a team member will enter their name into the system. A line will be designated by distance markers. Members may approach the scanner after the person in front of them has walked away
- **Payments:** Members can make payments at the front desk. Lines will be designated by distance markers.
- **Weight Room:** All Baca Center facility policy, procedures and modified protocol apply. Members may utilize the workout equipment in the weight room following a self-directed fitness routine. Members must wipe the equipment before and after use. Team Members will be designated to sanitize the equipment at the completion of the reservation time. Entry/Exit Door will remain propped open to reduce contact.
- **Billiards Room:** Members may utilize the billiards room for billiards play. Maximum players per table is two. Members must wipe the equipment before and after use. Team Members will be designated to sanitize the equipment at the completion of the reservation time. Entry/Exit Door will remain propped open to reduce contact.
- **Library:** Members may utilize the library to borrow books to take home. Maximum capacity of the library is two. Seating is not available in the Library. Books will be returned to front desk for a 72-hour quarantine. Donations of books are not being accepted at this time.
- **Group Exercise Classes & Lifestyle Movement Classes:** Members participating in group exercise classes and lifestyle movement classes will report to the class location after checking in. Equipment not required for participation. Personal equipment (yoga mat) may be used and must be sanitized before and after use. Any equipment provided to the class must be sanitized before and after use. Physical distancing during class must be maintained. Arriving 5 minutes after class starts forfeits participation.
- **Restrooms:** Members may utilize the restrooms on the south end of the facility, near the elevator/garage entry or the restrooms on the north end of the facility, near the Dining Room.
- **Water fountains:** Members may utilize water fountains and bottle fillers.
- **Closures:** Members may not enter or utilize the following areas, unless scheduled programming is occurring: Music Room, Grand Room, Warming Kitchen, Dining Room, Arts & Crafts Room, Small Meeting Rooms 1 – 4. Doors will be locked, and hallways will be blocked with stanchions. Loitering in the lobby is not permitted.
- The Dining Room Entrance will not be utilized, except in case of an emergency.
- **Congregate Meal Through Opportunities for Williamson & Burnet Counties (OWBC):** Weekly drive thru meal service will continue until further notice. Daily meals in the Dining Room are not offered at this time.
- **Exit:** Members must exit their activity areas promptly when reservation time expires. No loitering in hallways or lobby is allowed.

Reservations	<ul style="list-style-type: none"> • A reservation system will be used to maintain room capacity, currently established at: Weight Room (Capacity 8); Billiards Room (Capacity 4), Library (Capacity 2). • Weight Room and Billiards Room Reservations will be set on hourly blocks, starting at the top of each hour. Activity time consists of 45 minutes. The remaining 15 minutes will be used by Baca Center team members for cleaning and transition for the next reservation group. • Reservations can be made by current Baca Center and CMRC/Baca Combo members 2 days in advance – reserving in person or via phone • For Weight Room and Billiards Room, Members may reserve up to two hourly sessions; For Group Exercise Classes, two reservations per week. Maximum reservations allowed per day is two. • Those whose membership is expired must renew their membership in person before being allowed to make a reservation. • Those who purchase walk-in memberships will be allowed to enter as space allows; possibly later in the day based on open reservation times. • At end of reservation, members will be asked to vacate the facility or return to the cue line if they have a second reservation. • Reservations will be taken using the PerfectMind system. • Reservations for both CMRC & Baca Center can be made at either facility.
Cleaning Expectations	<ul style="list-style-type: none"> • Team Members are to clean and sanitize commonly touched surfaces every hour • Commonly touched surfaces include but are not limited to, doorknobs, work out equipment, handrails, pens, credit card machines, sinks, paper towel dispensers, soap dispensers, toilet paper dispensers, water fountains and front desk counters • Custodians are to clean and sanitize floors, windows, bathroom stalls, toilets, sinks, doors, doorknobs, walls, and take out trash. Deep cleaning conducted nightly.