

Dear MCC Member,

After nearly three months of being closed, we are thrilled to announce the first phase of reopening the Monticello Community Center! We can't wait for people to have the opportunity to use their memberships again, but please expect to come back into a facility that functions very differently at first.

Our mission is to provide wellness and social opportunities in a safe and effective manner. The MCC's reopening plan prioritizes the health and well-being of our members and staff using health guidelines from the CDC as well as state and local government authorities.

As we move through the phases of reopening, we will continue to provide updates. Here is a detailed explanation of how to begin using your membership again in Phase 1.

The MCC's Reopening Approach

Our phased plan relies on the following assumptions related to the global coronavirus pandemic and its implications for local public health:

- Phases are flexible and decisions to start the next phase of reopening will rely on guidance from the CDC, Governor's orders, Monticello City Council, and MCC staff. Phases may be modified and revised as guidance changes.
- Social or physical distancing means maintaining a distance of at least six feet and preventing large gatherings.
- Meeting health and community needs will be balanced and focused on preventing the spread of COVID 19.

If members are not compliant with the new policies and protocols in place within each phase, they will be asked to immediately leave the facility.

Potential COVID-19 Exposures

We are committed to following health and safety guidelines to help prevent the spread of the virus.

However, if a staff person or member reports testing positive for COVID-19 while visiting the community center, the City of Monticello will maintain the confidentiality of the individual while communicating the potential exposure anyone who visited the facility during that same timeframe.

We will follow all CDC guidelines for handling exposure and mitigating risk if exposure occurs.

Membership Payments

There will be no membership payment for the remainder of June. July payments will be communicated at a later date depending on the timeframe for the next phase of opening allowed by the Governor's order.

Phase 1 Information

Phase 1 reintroduces our members to the MCC under new COVID-19 restrictions. It includes only individual activities and limited small group fitness classes.

- **Reopening Date:** June 10, 2020

- **Abbreviated Facility Hours:** Monday - Friday, 5:00a.m. - 9:00p.m.
- **Areas open with restrictions:**
 - Upstairs Fitness Area
 - Gymnasium
 - Warehouse
 - Restrooms
 - Family Locker Room
 - Pool and Spa
 - Group Fitness in Gymnasium

The MCC will implement social or physical distancing practices in all operations during this phase by controlling the number of members allowed in the facility at any given time, abbreviated facility hours of operation, indoor facility traffic patterns, re-arranging physical areas and fitness equipment, member access to limited amenities, and placing trained staff in locations where there is more than one member to monitor and enforce all social distancing protocol and policies.

How to use the Community Center

1. General Information for Members

- Members will agree to health questionnaire upon entry (online). Members must also agree to new facility COVID policies and procedures.
- An appointment is required for use of the facility.
- Only members 16 and older may enter the facility with an appointment.
- Pool appointments are for members 18 and older.
- Appointments are limited to one hour, once per day for each member.
- Members are encouraged to wear a mask in the facility while not working out – entering and exiting.
- Members will not use the facility if they are sick.
- Food may not be consumed in the facility.
- After two appointment no shows, a member will have their membership privileges suspended without refund for one month.
- All members who are unwilling to comply with the MCC's COVID transmission prevention measures will be asked to leave the facility
- Membership renewals by phone or appointment only

2. Making an Appointment

- Members can register online to use the facility or sign-up for a small group fitness class.
- Members may also register to use the facility by phone when Guest Services staff is available to take your call. We encourage online registration for your convenience.

3. Checking in for your Appointment

- Members will enter through specific doors.

- Members will enter the building through the east doors near City Hall and exit the south doors near the Senior Center.
- Group Fitness participants will enter and exit the west end doors near the gym for their class. The instructor will have a class roster to take attendance. Members must be on time. Late arrivals will not be let into the gym and will be counted as a no show.
- Members must have their membership scan card to use the facility. If you need a new scan card, you must contact us before your first scheduled visit to receive a new one for check-in.
- We will have a check-in computer set up at the Guest Services counter.
- Members will self-scan their card upon entry.
- The MCC will not be wrist banding members.
- Members will be asked to wash/sanitize their hands upon entry and exit of the facility.

4. Using the Facility

- Restricted use with rigid social and physical distancing
- Members must clean their equipment before and after use
- Building amenities will be limited – per hour capacity allotments
 - 12 members per hour upstairs (track, cardio, weight room, and stretching area) May use one piece of equipment at a time.
 - 4 lap swimmers per hour in the pool and family locker room – spa use available for 2 people.
 - 2 members per hour in the Warehouse.
 - 6 members in the gym, 1 person per hoop per hour (bring your own ball).
 - 9 members in a small group fitness class held in the gym with 1 instructor (limited equipment used – bring your own mat).
 - Restrooms will be available for members – no shower or locker room facilities unless lap swimming or using the spa.
 - The family locker room will be available for lap swimmers and spa users only – all swimmers must take a soap shower before swimming.
- Members must leave the building on time.
 - Staff will announce (ring bell) when there are 10 minutes left in the appointment for the upstairs area users.
 - Members must have equipment cleaned and disinfected prior to leaving on time and prior to the next appointment.

Additional Facility Information

Community Center Staff:

- Staffing will be limited to essential staff only:
 - Member check-in and reservations

- Monitor facility, members, and cleaning
- All staff are thoroughly trained on COVID transmission prevention and new cleaning protocols prior to opening and working in the facility.
- Staff are encouraged to wear masks and other PPE.
- Staff will not handle scan cards, phones, or any other person's belongings.
- All staff will be asked to wash and/or sanitize hands upon entry and exit of the facility and frequently during their shift.
- Staff will not report to work if they are sick.

Facility Information:

- The entire facility will be cleaned and disinfected by staff after closing each day.
- All equipment will be cleaned throughout the day – members will be asked to use the provided cleaning supplies to clean equipment before and after each use.
- Public entry doors, elevator buttons, stair handrails, and public counters will be cleaned throughout the day.
- Hand sanitizer has been placed throughout the building.
- Strict social/physical distancing practices and policies will be enforced.
- Acrylic barriers have been installed at customer contact points.
- Spacing markers on floors to keep everyone at least 6 feet apart.
- Signage installed and staff monitoring areas of use to enforce policies.
- No fan or tv use in the facility.

For additional member questions, please contact us at memberservices@ci.monticello.mn.us.

Thank you,

The MCC Management Team