

BIDARKI RECREATION CENTER

Rules and Regulations

Members: All members must maintain a current membership while using the Bidarki Recreation Center. Upon each entry members are required to sign in or scan their barcode at the front desk. Extended Hour users must scan their barcode at the Lower Cardio Room entry.

During use of the Bidarki Recreation Center rules should be followed at all times. The Cordova Parks and Recreation Department is committed to providing a safe, enjoyable atmosphere in all of our facilities and programs. We believe that children and adults of all ages should have an opportunity to participate in positive recreational experiences of their choice and should feel safe and free from harm during that participation. Members of the public are to conduct themselves at all times in a manner that does not interfere with others. Anyone who disregards the Rules and Regulations is subject to removal from the facility and/or restriction of the privileges of attending Parks and Recreation programs or using Parks and Recreation facilities.

General Rules

1. This is a Drug and Alcohol Free Zone. Drugs and Alcohol are strictly prohibited, the use and /or solicitation of any alcoholic or illegal substances on City property will be reported.
2. Objects that could be used or perceived as weapons such as firearms, knives, clubs etc. are not permitted in the Bidarki Recreation Center.
3. All Members should treat other patrons with respect. This includes but is not limited to:
 - Use appropriate language. No foul language, verbal confrontations and / or harassment of any kind are acceptable.
 - Keep your hands to yourself. No horse play, fighting or aggressive behavior please.
 - Be mindful of other people's property. Destruction, damage or theft of property will be reported.
 - Wait your turn patiently. During times of high volume usage equipment may not be immediately available we ask that each patrons activity and space is respected.
 - Please pick up after yourself. The Bidarki Recreation Center is a high traffic public facility and your support in helping us keep it clean is greatly appreciated.
4. No street shoes. Please help us keep our floor clean and protect yourself by wearing the proper workout or basketball shoes. Shoes are required in this facility, no bare feet please.
5. Any music audible to other patrons must be language appropriate whether you are using a personal speaker, the television or a facility stereo.

Building Rules

1. The facility doors are to remain closed at all times. Emergency doors are only to be used in the event of an emergency and must remain closed at all other times. Please do not prop doors open.
 - When using the Extended Hour Access Cardio Room Entry please make sure to close the main door behind you and that the barcode door latches.
 - The weight room or gym windows may be opened for air circulation as needed. Please remember to close them upon finishing your workout.
2. Parks and Recreation asks that patrons respect the building. Any and all damage or blatant disregard for the facility will be reported and addressed.
3. Members are not permitted in any area marked as "Employee Access Only."
4. The Bidarki Recreation Center is monitored by video surveillance inside and out for the safety of our patrons and the security of our facility. Tampering with the cameras in any way is strictly prohibited and will result in termination of membership.
5. Respect the building staff at all times.

Bathroom Rules

1. Clean up after yourself.
 - Please stow your belongings out of common traffic areas. Coat racks and lockers are provided for your convenience.
 - Be courteous and flush the toilets after usage.
 - After showering or using the sink please be sure to wipe up any excess water that may be left behind.
 - Facility towels should be returned to the laundry receptacle in the main hall.
 - Any and all trash should be thrown in the garbage receptacles.
2. Lockers are daily use only.
 - It is the responsibility of the patron to supply locks for lockers.
 - Locks left for extended periods of time will be removed.
 - Rummaging through lockers or items belonging to another patron is prohibited and will not be tolerated.
 - The City of Cordova Parks and Recreation Department is not responsible for lost and stolen items. Please report any and all lost items or theft to the staff immediately for assistance.
3. Restrooms are same sex only.
 - Harassment of any kind sexual or otherwise will be reported.
4. All patrons must be appropriately dressed upon exiting the restrooms for any reason.

Sauna Rules

1. Sauna usage is permitted during staffed facility hours only. Please see the front desk available hours of usage. See rules below.
 - The Sauna key can be checked out at the front desk.
 - 30 minute time limit per sauna is requested for the health and safety of patrons.
 - The sauna must be relocked after usage and the key must be returned to the front desk.
 - Patrons must be 16 years of age and older to use the sauna.
 - Please do not pour water on the sauna rocks. This will damage the heating coils.
 - If you would like steam in the sauna spray bottles are available at the front desk.
 - No glass bottles or items in the sauna.
 - No food in the sauna. Water only please.
 - All participants are required to wear proper swimming attire in the sauna.
2. Please notify the front desk staff if you need help with the sauna or notice any issues and they will assist you.

Weight / Cardio Room Rules

1. Adults and children 16 and older are welcome to use the weight room.
2. Children 12 through 15 years of age must be accompanied by an adult (18 years or older) and closely supervised.
3. All participants must wear proper attire.
 - No street shoes, sandals or bare feet. Please wear gym shoes.
 - No bare chest. Please keep your shirt on.
4. Wait your turn patiently to use equipment. Please respect the personal space and activity of other patrons.
5. During any heavy free weight or bar lifting two people **must** be present or it must be during hours that the facility is staffed.
6. Rerack weights when you are finished using them. This is for the convenience of other patrons as well as safety.
7. 40 minute time limit on cardio equipment if other patrons are waiting.
8. Use equipment only in the manner it is designed to be used and in a fashion that does not put other patrons at risk of injury. Ex. No throwing, climbing or swinging from equipment.
9. Wipe down equipment after usage. Alcohol water and paper towels are provided for you.
10. Clean up after yourself and place any garbage in the trash receptacle.
11. Audible music must be language appropriate.
12. No food in the weight room or cardio areas please.
13. Please close any opened windows upon leaving the weight room or cardio areas.
14. Contact the front desk regarding any issues with the equipment or facility area.

Gymnasium Rules

1. Please wear proper attire.
 - No street shoes or boots. Gym shoes only please.
 - Sock feet are acceptable during children's play times.
2. No food is allowed in the gym.
3. Closed top water bottles only.
4. Emergency door must stay closed at all times.
5. Windows may be opened for ventilation. Please close them when you leave.
6. Equipment room is to be accessed with staff permission only.
7. **No playing in the ball room !!**
8. Treat all equipment respectfully.
 - All court equipment should be returned after use.
 - Equipment is not to be moved to other sections of the building.
 - Equipment is to be used in the manner which it was designed.
 - Equipment used should be age appropriate. Ask staff if you have questions.
9. Be respectful of all other patrons at all times.
 - No foul language or verbal harassment. Language must be appropriate.
 - No fighting, keep your hands to yourself.
 - No horseplay in the entry or on the stairs.
 - Participate in a manner that does not harm or put other patrons at risk.
10. Clean up after yourself.

Additional Information

Administrative Hours

The Parks and Recreation Administrative Office will be open **Monday - Friday from 9:00am to 5:00pm**. If you have any questions or concerns about your membership, the facility or otherwise please contact our office during this time. Bidarki Recreation Center is open to the general public **Monday through Friday from 8:00am to 6:00pm**.

*****All Members are to use the main front entrance to access the facility during regular business hours. The barcode entrance is for Extended Hour Access only. Members should exit through the main entrance at all times.***

Extended Barcode Access Hours

Extended Barcode Access Hours are **Monday through Friday from 5:00am to 8:00am and from 6:00pm to 10:00pm and Saturday/Sunday from 5:00am to 10:00pm**. During these times patrons will need to use the lower cardio room entry. Upon entering each patron must swipe their individual barcode. This will allow entry into the building. Multiple members may swipe their barcode on a single door opening. Bidarki Recreation Center tracks the number of users on a monthly basis and uses this information to provide better service. ***This entry is for Bidarki Recreation Center pass holders only.*** Non Members are not permitted entry into the facility outside of administrative hours. Any abuse of access will be addressed and may result in loss of membership. **No barcode, no entry.** Patrons experiencing issues with their barcode must see the front desk staff and should not be allowed in the building by other members under any circumstances.

Youth Waivers

Dependent member's ages **12 through 17** must have a youth waiver signed by a parent or guardian if they are visiting the facility with a non-parental adult (**18 years and older**) during Extended Access Barcode Hours. During this time the youth member must be accompanied and supervised by the adult member. The adult member will be responsible for the safety and supervision of the youth. *If you would like to attend Extended Barcode Access Hours with Youth under **12 years of age** please contact the office to make further arrangements.

Youth Members

Dependent members **17 and under** will be required to sign in at the front desk.. Youth are permitted access to the facility during regular administrative hours and during any time they are enrolled in additional Parks and Recreation programs.

Programming

The Bidarki Recreation Center offers free programming to both youth and adult members. Programming schedules vary throughout the year. Current programming schedules and registrations can be found at the front desk. Follow the Bidarki Recreation Center Facebook Page for current updates and information.

Bar Codes

Bar codes will only be supplied to members 18 and older. Each member will receive one bar code upon registration. Barcodes should be returned to the facility when the pass expires if the member chooses not to renew. If a member loses their bar code a new one can be assigned for a \$5.00 fee.

Facility Usage Contracts

The upstairs gymnasium will be available for usage and / or rental through Facility Usage Contract only outside of administrative office hours and scheduled programming. Please contact the administrative office for details on fees and / or scheduling.

Lost and Found

Lost and found items such as clothing and apparel will be placed in the bins under the bench at the front desk. Items of greater value such as jewelry, watches, phones, headphones etc. will be stowed in the back office for security. If you are missing an item please feel free to check the bins or leave a name, phone , number, date item was lost and description of the item with the front desk. If you feel your item may have been stolen please notify the administration immediately if you would like assistance.

Drop Box

The drop box is located in the lower cardio entry. If you need to renew your membership forms are provided for your convenience. Odiak Camper Park, Shelter Cove and Skaters Cabin payments can also be delivered to this box outside of administrative hours. It is requested that payments be left in check or money order form. Additionally if you would like to leave a note for the administration concerning any issues regarding the facility or any other Parks and Recreation property a **Questions, Concerns and Comments** form is available.

Security

Bidarki Recreation Center is monitored by video surveillance for the safety and security of patrons both inside and outside the immediate facility.

The Parks and Recreation Department has established the above Rules and Regulations to ensure that the Bidarki Recreation Center is a positive recreational space for all users. The health and safety of our patrons is important to us. Please contact us with concerns you may have regarding infractions with the above Rules and Regulations so that we may address an issues and / or assist you in a timely manner. Administrative hours are Monday through Friday from 9:00am – 5:00pm. Please see contact information below.

****This agreement does not cover City observed holidays (listed below). Patrons must get prior authorization to use the facility during these holidays:**

- New Year's Day (January 1st)
- Martin Luther King Day (3rd Monday in January)
- President's Day (3rd Monday in February)
- Seward's Day (last Monday in March)
- Memorial Day (last Monday in May)
- Independence Day (July 4th)
- Labor Day (1st Monday in September)
- Alaska Day (October 18th)
- Veterans Day (November 11th)
- Thanksgiving Day (4th Thursday in November & day after)
- Christmas Day (December 25th)



