

**EL DORADO SPRINGS CIVIC CENTER
AND COMMUNITY BUILDING
CONDUCT REGULATIONS**

GENERAL BUILDING RULES:

- A. These facilities are tobacco and alcohol free buildings and use of either is prohibited.
- B. No weapons allowed.
- C. No abusive language is allowed.
- D. No roughhousing or horseplay.
- E. Demonstrate respect for yourself, other patrons, staff and property.
- F. Inappropriate Apparel – Extremes in apparel or personal appearance, which are disruptive, are prohibited. Shorts which are revealing, and oversized pants not secured at the waist are prohibited. Shirts and shoes are required.
- G. No animals will be permitted in the buildings except seeing eye dogs and service dogs.
- H. City staff shall have the right to enter all rooms or areas at any time.
- I. Children under the age of 10 shall not be left at the Civic Center without adult supervision.
- J. Please clean your shoes off before entering the building. You will not be permitted to use the facility if your shoes are wet or dirty. It would be advisable to bring clean dry shoes with you to change into.
- K. All patrons may be required to show identification that can also confirm age.

COMMUNITY CENTER GROUNDS:

- A. No weapons allowed.
- B. Litter is to be placed in trash receptacles located at various locations both outside and inside the Center and Building.
- C. Vandalism to any part of the Civic Center, Community Building, or grounds will not be tolerated and violators will be prosecuted.
- D. Smoking is permitted in designated areas outside the building only. Please do not throw the butts on the ground, place them in the receptacles provided.
- E. Loitering is not permitted.

FRONT LOBBY:

- A. Keep noise to a minimum.
- B. No running or horseplay in lobby area or halls.
- C. Do not bounce basketballs/volleyballs anywhere but the gym.
- D. Treat the furniture with proper care (i.e. sit with your seat in the chair and with your feet on the ground, no jumping on furniture).
- E. You may use the phone for rides and emergencies only (maximum 2 minutes).

GYMNASIUM:

- A. Absolutely **NO FOOD OR DRINKS ALLOWED IN GYM except during approved events.**
- B. **NO DUNKING, GRASPING, OR HANGING ON THE RIMS OR NETS.**
- C. No radios unless they are with earphones.
- D. Appropriate shoes are required. **(Tennis shoes only that are clean and do not make marks.)**
- E. No spitting on the floor or in the water fountains.
- F. Be courteous to those who may want to share the gym with you.
- G. Full court games are only allowed if the gym is not too busy.

TRACK:

- A. Please do not spit on the track or in the water fountains.
- B. The track lanes are marked for walkers and joggers or for people who are passing.
- C. No pushing, shoving or any other type of horseplay is allowed on the track.
- D. Strollers are not allowed on the track unless wheels have been cleaned.
- E. 16 laps on the track are equal to approximately 1 mile.
- F. Walkman radios are permitted on the track.
- G. Please observe signs at the top of the stairs for direction of track usage.
- H. No spikes are allowed on the track. Shoes must be soft soled. No dress shoes.
- I. If people want to walk side by side please do not take more than two lanes.
- J. No one under the age of 16 is allowed to be upstairs on the track unless they are accompanied by someone 18 years of age or older and they must remain on the same side of the track as the person supervising them at all times (in the vicinity).

RACQUETBALL:

- A. Racquetball court will be available on a reservation basis first. If there is no reservation, the court will be available on a first come first serve basis.
- B. All play will be limited to one hour increments.
- C. Appropriate shoes are required. (Tennis shoes only that are clean and do not make marks.)
- D. There will be a \$1.00 per player per hour charge for the use of the racquetball court.
- E. Children under the age of 14 must have adult (over 18) supervision to use this area.

GAME ROOM:

- A. Children under the age of 10 should not be left unattended.
- B. No food or drinks are allowed in this room.
- C. If you bring toys or other objects into the Game Room, please make sure you take them with you when you leave.

FITNESS ROOM:

- A. Children under the age of 10 will not be permitted in the fitness room.
- B. Children between the ages of 10-15 must be approved by the Community Center staff prior to usage. If approved, they must be accompanied by a parent or legal guardian to closely supervise them.
- C. You may be asked by Community Center staff to provide proof of age with a picture ID. (Drivers License)
- D. Children under the age of 12 are not allowed to be on any weight lifting equipment. They may use the cardiovascular equipment such as bikes, stairmaster and ellipticals.
- E. Use the Cardiovascular Equipment properly. Do not skip from piece to piece.
- F. If someone is waiting to use the same piece of equipment you are using, please limit your use of that equipment to 10-15 minutes.
- G. Always clean equipment after finishing use.
- H. All weights must be lowered carefully and not allowed to drop freely or abruptly.
- I. Replace all dumbbells in the proper spot according to weight.
- J. Radios or tape players may only be used with headphones.
- K. No food or drinks, except bottled water, Powerade or Gatorade.
- L. Shirt and a clean pair of tennis shoes required. NO BOOTS.
- M. Do not be a distraction to others who are trying to work out.
- N. Respect the equipment and others. It is a privilege not a right to use the fitness room.

LOCKER ROOMS:

- A. Please put your belongings inside a locked locker while you are using the facilities.
- B. The Civic Center will not be responsible for lost items so please do not leave them lying out.
- C. Lockers are available on a daily basis. The user must supply their own locks. The locks must be taken off and locker cleaned out at the end of each visit to the Civic Center. Locks that are left on a locker in excess of 1 day will be cut off and the contents removed.

DISCIPLINARY PROCESS

- A. For any property damage there will be an automatic expulsion from the El Dorado Springs Civic Center and Community Building at least until restitution has been made to the Civic Center or Community Building for the damage which occurred.
- B. For any physical violence there will may be an expulsion for a time period to be determined by Community Center Director.
- C. Any action considered a felony under Missouri Statues may be cause for expulsion. This includes drugs, weapons, assault, etc.

- D. In the event a child while under required supervision by these regulations violates some, the child and the person supervising may both be disciplined for a period of time to be determined.
- E. Park Board has final authority over all actions taken by the community Center Director.
- F. If a person has been disciplined, all Community Center employees will be notified.