

CITY OF BASTROP - PHASED REOPENING PLAN - AMENDMENT #4 - March 9, 2021

	Phase 1	Phase 2	Phase 3	Phase Out	
Dates	Monday, June 15, 2020	Monday, June 22, 2020	Monday, October 5, 2020	Wednesday, March 10, 2021	Changed: TBD to Date.
City Facilities	City Facilities and buildings prepare for re-opening to public. All City Facilities will remain closed to public.	Police Department, Public Works, Water Department, and Municipal Court will open lobbies to normal hours with safety guidelines. Telephone interaction and online services still highly encouraged. No outside reservation of city facilities.	City Hall lobby and Fire Stations open to normal operations with safety guidelines in place. Senior Activity Center to open following federal/state guidelines and an approved health and safety plan.	No facility restrictions but safety guidelines are recommended. Allow outside reservations and in-person activities resume.	Changed: safety guidelines will be in place to safety guidelines are recommended.
Public Meetings	Non- Essential meetings of City Boards, Commissions, and advisory groups conducted virtually or in person with social distancing.	No changes from Phase One public meetings. City Council meeting online. Council Chambers will be closed to public.	In-Person City Council, City Boards, Commissions, and advisory group meetings resume with safety guidelines in place. Virtual participation option still available. City Council citizen comments can be submitted online through the website or be provided in person during the meeting.	Resume regular meeting practices with consideration to further digital enhancements for increased participation.	No changes.
Special Events / Convention Center	No special events. Convention Center remains closed.	No changes from Phase One special events. Convention Center remains closed.	Special Events application process open for submittal. No Special Events permits issued without approval from City Manager and Emergency Management Coordinator. Convention Center is open for bookings and events with approval from City Manager and Emergency Management Coordinator. All Special Events and Convention Center bookings must submit an Health and Safety Plan with application.	Special Events and Convention Center open to normal operations with Health and Safety Guidelines recommended.	Changed: Increased safety guidelines in place to health and safety guidelines recommended.
Library	Library will continue curbside service and online programing.	Library remains closed for normal use. Computer use allowed by appointment.	Library will open to public with programing continuing online.	Library open to normal operations with increased optional safety guidelines in place.	Added word optional to safety guidelines.
Parks	Open Sports Fields (Basketball courts, Tennis/Pickle Courts), Bark Park is open to public usage. Encourage gatherings less than 10 and follow safety guidelines. No park rentals.	Open Splash Pad, park bathrooms, and playscapes with increased safety guidelines. Pavilion open for use with no park rentals.	No changes from phase two. Continue to encourage use of safety guidelines. Park rentals taking booking for immediate use.	Parks fully open with continued optional safety guidelines. Allow for park rentals.	No changes.
Municipal Court	Municipal Court lobby is closed to public. Telephone and online services available. Outside dropbox available for after hour drop off.	Municipal Court will open lobbies to normal hours with safety guidelines. Telephone interaction and online services still highly encouraged.	No changes from Phase two.	Municipal Court will follow the Office of Court Administration orders and guidance for in-Person operations.	Changed from Resume normal Municipal Court operations.
City Employee Impacts	Employee working hours are determined by supervisors. Employees directed to not report to work if they are sick or show symptoms of illness. Virtual and/or telephone meetings are encouraged. Practice social distancing, greet without contact, wear a mask when unable to maintain 6 feet distance when in the presence of public. Supervisors will ensure supply of PPE and hand sanitizers are available.	No changes from Phase One employee impacts.	No changes from Phase One employee impacts.	Employees to continue to follow work guidance from previous phases. Continue to provide PPE and encourage continued hand washing/sanitizing.	No changes.
City Safety Measures	Install protective screens at public counter space. Add additional hand sanitizing stations throughout City facilities. Temperature taken when entering City Facilities. Clean and disinfect common areas and frequently touched surfaces.	Phase one safety measures continued with the addition of Council Chambers safety guidelines. Practice social distancing, greet without contact, wear a mask when unable to maintain 6 feet distance. Encourage the use of mask until social distancing can be maintained. Hand sanitizer is encouraged with attending public meetings. Limited occupancy of public meetings to maintain distances.	Phase one and two safety measures continued at opened facilities.	No facility restrictions, but appropriate PPE and safety guidelines are recommended. Post CDC and City recommendations on all public enter/exit points.	Changed: Safety guidelines must be followed to safety guidelines are recommended.
Emergency Readiness Level	1	2	3	4	

Please note, public health guidance cannot anticipate every unique situation. Individuals should stay informed and take actions based on common sense and wise judgment that will protect health and support economic revitalization. This phased approach is subject to change as necessary based on current conditions and to follow Local, State, and Federal Guidelines.