

# AGENDA

## FITNESS CENTER ADVISORY COMMITTEE

REGULAR MEETING  
WEDNESDAY, FEBRUARY 8, 2017, AT 9:30 A.M.  
**BOARD ROOM - GATEWAY COMPLEX**

1. MEETING CALLED TO ORDER: Claudia Tierney, Chairman
2. ROLL CALL: Tierney, Herdering, Smith, Green, Howard, Leonard, Rapp and Fredlund, ex-officio member
3. APPROVAL OF REPORT OF JANUARY 11, 2017 (Attachment)
4. CHAIRMAN'S REPORT
  - a. Monthly attendance reports for January 2017 (Hand-out at meeting)
5. CORRESPONDENCE AND ANNOUNCEMENTS
6. STAFF REPORTS
  - a. Equipment repair and maintenance.
7. SUB-COMMITTEE REPORTS
8. RESIDENTS' FORUM

FCAC will follow Rossmoor custom and limit comments to 3 minutes.
9. UNFINISHED BUSINESS
  - a. Update regarding the Fitness Center Remodel Project.
10. NEW BUSINESS
  - a. Discussion and possible recommendation regarding amendments to the Fitness Center and Pool Rules lowering the minimum age for guests to sixteen. (Attachment)
11. ADJOURNMENT
12. NEXT MEETING: Wednesday, March 8, 2017, at 9:30 a.m. in the Board Room at Gateway Complex

CT/kv  
cc: GRF Board

## FITNESS CENTER ADVISORY COMMITTEE REPORT

REGULAR MEETING  
WEDNESDAY, JANUARY 11, 2017, AT 9:30 A.M.

A regular meeting of the Fitness Center Advisory Committee (FCAC) was called to order by the Chairman, Claudia Tierney, at 9:30 a.m. on Wednesday, January 11, 2017, in the Fairway Room at Creekside Clubhouse.

Present, in addition to the Chairman, were Catherine S. Herdering, Vice Chairman, Attendance Charlotte A. Howard, Barbara Leonard, Virginia Lee Rapp, and Melvin C. Fredlund, GRF representative and ex-officio member. Sherry S. Smith and Carol A. Green were excused. Also attending were Leslie Birdsall, President, and Mary Lou Delpech, Secretary, GRF; Jeffrey P. Matheson, Director of Resident Services; Masha Henzel, Fitness Supervisor; and five residents.

The report of the Committee's regular meeting of November 9, 2016, was approved Report as written. Approved

The Chairman reported that there were 14,034 total visits to the Fitness Center for Chairman's the month of December 2016 and a total of 4,603 memberships. Report

An e-mail was submitted by Ms. Smith regarding three items:

Correspon-  
dence and  
Announce-  
ments

1. There are signs at the stretching tables asking people to take their shoes off before using. Ms. Smith noted that she and others had noticed two trainers who did not ask their clients to remove their shoes.

*Ms. Henzel reported that the issue has been resolved as the trainers have been asked to comply with the signs.*

2. The Wall of Fame pictures/biographies are several years old.

*Both Ms. Howard and Ms. Rapp volunteered to work on this project; however, it was suggested that the Wall of Fame not be updated until a new wall is designated near the entrance of the remodeled Fitness Center.*

3. Lowering the age of guests to 16.

*After some discussion, the Committee decided to add this item to New Business for its February 8, 2017, meeting.*

Ms. Henzel reported that the Department is getting ready to move into the modular Staff buildings during construction, and one machine is down but will not be replaced Report until later.

Ms. Rapp suggested that any rule changes be introduced after the opening of the newly remodeled Fitness Center. Ms. Howard and Ms. Rapp will both work on updating the Wall of Fame when a new space is designated in the remodeled building. Subcommittee Reports

During the Residents' Forum, Claire L. Wolfe brought up the issue of lowering the age of guests to 16. This matter will be on the agenda for the Committee's February 8<sup>th</sup> meeting. Residents' Forum

Mary A. England reported that last November she was teaching a CPR class at a local John Muir Orthopedic Clinic and was impressed with the drinking water and hand washing facilities designed especially for infection control. She recommended making a proposal for these type facilities in the new Fitness Center. Mr. Matheson said that some of these things are already planned; however, from an operation maintenance standpoint, they don't work as well as other items.

Richard L. Schlenker expressed concern about the square footage of the new facility and concern about purchasing new equipment. Mr. Matheson responded that the GRF Board has not actually approved a construction budget yet, and new equipment and furnishings are being estimated and included.

Ms. Leonard read an e-mail from Ms. Green, who was unable to attend the meeting. Ms. Green wrote that she is not sure the current plan allows enough space for functional training. She suggested that space be taken away from one of the pickleball courts. Mr. Matheson said that there is space planned for such activities in one area in the building. Update on Del Valle Complex Renovation Project

Mr. Matheson then reviewed the history of planning for the Fitness Center remodel. He said that bids have been requested from an unidentified group of general contractors who have worked on Rossmoor buildings or who have expertise with fitness centers. Bids are due by January 26<sup>th</sup>, but the deadline date may be moved to February 2<sup>nd</sup>. A bid may be awarded by the GRF Board of Directors on February 14<sup>th</sup>. The final equipment list will be known later on and will depend on the budget. Staff is working with Active Wellness to select appropriate equipment for the Fitness Center.

Mr. Birdsall mentioned that the GRF Board appreciates everything that has been done to get Fitness Center rebuilt and that the Fitness Center Advisory Committee bears much of that responsibility.

Mr. Matheson discussed the recommendation of the Joint Subcommittee of the FCAC and Aquatics Advisory Committee (AAC) regarding guest fees for the Del Valle Complex. The Subcommittee recommended that each member be provided with 10 free guest passes each year. The guest passes would not roll over from year to year. A fee of \$10/visit would be charged for additional guest passes. Additional passes could be purchased in groups or on an individual basis. Discussion re. Guest Passes

Following discussion, a motion was made by Ms. Leonard and seconded by Ms. Rapp to recommend to the GRF Board that it accept the recommendation of the FCAC and AAC Joint Subcommittee regarding guest fees. The vote on the motion was taken, and the motion CARRIED UNANIMOUSLY.

Recom-  
mendation  
to GRF  
Board re.  
Guest  
Passes/  
New  
Business

The matter of lowering the guest age to 16 will be discussed under "New Business" at the Committee's next meeting.

The Chairman adjourned the meeting at 11:00 a.m.

Adjourn-  
ment/  
Next Mtg.  
2/8/17

The next regular meeting of the FCAC will be held on Wednesday, February 8, 2017, at 9:30 a.m. in the Board Room at Gateway Complex.

*Claudia Tierney / ps*  
Claudia Tierney, Chairman  
Fitness Center Advisory Committee

CAH/kv

Attachment: Fitness Center Statistics

Agenda Item: 10a  
Subject: Age Limit  
Meeting Date: February 8, 2017

**SUMMARY REPORT  
GOLDEN RAIN FOUNDATION  
FITNESS CENTER ADVISORY COMMITTEE**

**REPORT PREPARED BY:**

Jeff Matheson, Director of Resident Services

**REQUESTED ACTION:**

Discussion and possible recommendation regarding amendments to the Fitness Center and Pool Rules lowering the minimum age for guests to sixteen.

**BACKGROUND:**

The Fitness Center and Pool Rules list the minimum age for use of the facilities as 18 except during family swim hours at Hillside. During the January meeting of the FCAC, a request was received by the committee to consider lowering the age from 18 to 16. The Committee requested the item be brought back for further discussion during the February meeting. Since Del Valle will be considered one complex in the near future it is important that the rules for the pool at Del Valle and the rules for the Fitness Center are compatible. For this reason, consideration of the age limit is being brought to both Committees.

Attached to this report is the General Pool Rules as well as the Fitness Center Rules. Each set of pool rules would need to be amended should the Committees desire to change the age limit.

**ALTERNATIVE OPTIONS:**

The AAC and FCAC can form a joint subcommittee to further discuss the rules for Del Valle including the age limit.

**ATTACHMENTS:**

- 1) Pool Rules
- 2) Fitness Center Use Rules

Subject: General Pool Rules

Purpose: To Establish General Pool Rules for All Pool Complexes

**POOL HOURS:**

- Pool Hours are posted at each facility and are subject to consideration by the Aquatic Advisory Committee and approval of the GRF Board of Directors.

**HOLIDAY HOURS:**

- All pools will close at 4:00 p.m. on the following holidays: Thanksgiving Eve, Christmas Eve, New Years Eve and the 4<sup>th</sup> of July.
- All pools will be closed on the following holidays: Thanksgiving Day, Christmas Day and New Years Day

**POOL TEMPERATURE:**

- Standard pool temperature for each facility will vary however no temperature shall exceed 88 degrees.
- Temperature for the spa at Del Valle shall not exceed 103 degrees.

**RULES:**

For the purpose of these rules, a resident is defined as a member of the Golden Rain Foundation, a co-occupant, or an approved lessee or sub-lessee.

- Residents and guests of residents must sign-in when entering a pool complex.
- Residents must have their Rossmoor ID Card available to show GRF staff upon request.
- Use of private radios or other electronic devises is not permitted except with earphones.
- Smoking is not permitted.
- No glass or other breakable materials are permitted.
- No food or alcoholic beverages are permitted. (Exceptions for approved special events may be considered and must receive prior approval by the Aquatic Advisory Committee).
- Residents or guests with bandages or band aids shall not enter the pools/spa.
- All swimmers must shower before entering the pools/spa.

## Rule R105.0

- All swimmers must wear swimming suit in the pools/spa.
- Swimmers identified as incontinent must not use the pool/spa.
- Swimmers experiencing upset stomach or diarrhea must not use the pools/spa.
- Swimmers with open wounds or communicable diseases must not use the pools/spa.
- Spitting or blowing nose in the pool/spa is not permitted.
- No pets are permitted with the exception of service animals.
- Aggressive behavior or horse play of any kind is not permitted.
- Diving is not permitted.
- Running is not permitted in any of the pool areas.
- Verbal abuse of lifeguard staff or fellow swimmers is not permitted
- Inappropriate or unwelcome physical contact or conversation is not permitted
- Obscene, harassing or sexually oriented language or gestures is not permitted.
- Removal of property belonging to GRF, residents, guests or others is not permitted.
- Inner tubes, animal floats, back floats, or floating play stations are not allowed in the pools.
- Privately owned equipment such as thermometers, clocks, furniture, exercise equipment, etc may not be permanently installed or stored at the pool facilities.

**LANE LINE USE:** (Applies to Hillside and Del Valle Lap Pool)

- Lane sharing is suggested when residents are waiting for lanes.
- When residents are waiting for a lane, there is a 1 hour work-out limit
- When residents are waiting for a lane, there is a 30 minute work-out limit for guests.

**GUEST POLICY:**

- Residents may bring guests. Resident must remain with their guest(s) at all times.
- Guests must be at least 18 years of age except during family swim hours.
- Guests must sign-in and wear a guest wrist band issued by the GRF staff. Wrist bands are not issued during family swim.
- Residents are responsible for the conduct of their guest(s).

**CAREGIVER POLICY:**

- Caregivers must sign-in and wear a guest wrist band issued by the GRF staff.
- Caregivers are encouraged to be in the water to assist their resident while using the pool.

Rule R105.0

- Caregivers are to watch their resident at all times while their resident is in the water or elsewhere in a pool facility.
- Caregivers shall not use the pool facilities for free swim or engage in other activities.

**SPECIFIC POOL RULES:**

In addition to these general pool rules, there are specific rules applicable to each of Rossmoor's three pool facilities which are promulgated and adopted by the Aquatics Advisory Committee, within the purview of the Committee as defined by its Charter. Said rules have the full force and effect of the general rules and shall be so enforced.

**VIOLATION OF RULES:**

Residents and their guests must obey pool rules and lifeguard instructions at all times.

- Violation of any pool rules may initiate the filing of an incident report. Repeated offenses may result in possible suspension of the use privileges of the aquatic facilities at the discretion of the CEO or his/her designee.

Authority: Rule

2/24/11

Subject: Fitness Center Access and Use

Purpose: To Establish Rules for Use of Del Valle Fitness Center

The Golden Rain Foundation operates a Fitness Center that provides professional fitness instruction, exercise equipment, and organized exercise programs for the exclusive use of Rossmoor residents and their accompanied guests.

As used herein, the Fitness Center generally is comprised of the entrance area, lobby, registration/information desk area, exercise equipment area, aerobics room, stretching room, Shasta Room, equipment storage areas (upstairs and downstairs), the Del Valle pools (when utilized for fitness water classes and programs), restrooms/shower rooms/dressing/locker areas that are shared in common with the Del Valle enclosed pool, and staff offices. (FCAC will consult with AAC regarding any common facilities).

**Fitness Center Hours:**

The Del Valle Fitness Center is open year-round from 6:00 a.m. to 9:00 p.m. Monday through Friday, and 6:00 a.m. to 6:00 p.m. Saturday and Sunday, with the exceptions noted below. The GENERAL GUIDELINES and any special rules are posted at the Del Valle Fitness Center.

Special Fitness Center Hours

Early closure @ 4:00 p.m.

- Independence Day (July 4<sup>th</sup>)
- Thanksgiving Eve
- Christmas Eve
- New Year’s Eve

Closed All Day

- Thanksgiving Day
- Christmas Day
- New Year’s Day

Resident and guest use of the Fitness Center is subject to the following rules and regulations:

1. Rossmoor residents are required to fill out and sign a Waiver of Liability Form and PAR-Q Form (fitness and health information) prior to using the Fitness Center equipment and programs. Any resident using the services of staff for individual or group training or for orientation on any strength training equipment must fill out/sign a Health History Form and Physician’s Release Form.

## Rule R102.0

2. Residents, guests and caregivers must sign in upon entry to the Fitness Center.
3. Residents are provided a Rossmoor ID card and must show the Rossmoor picture ID or a Rossmoor ID without a picture accompanied by a government issued picture ID upon entry. This assures that unauthorized non-residents do not utilize Fitness Center facilities to the detriment of residents and their guests.
4. Residents and their guests use the Fitness Center facility, equipment, and programs at their own risk. Residents and their guests must obey Fitness Center rules, Use Guidelines and staff instructions at all times.
5. MP3 players, radios and tape players are not permitted without earphones which prevent external noise.
6. Replenishment drinks, water and energy bars are permitted. No other food, drink, chewing gum, tobacco products, breakable containers or alcoholic beverages are allowed in the Fitness Center or locker/restroom areas.
7. Bandages must cover any open cuts and wounds.
8. Pets are not permitted, except for service animals.
9. No one under 18 years old is allowed in the Fitness Center.
10. Cell phone use is prohibited in locker rooms and due to safety issues, cell phone use is prohibited while exercising on fitness equipment. Class instructors may request that cell phones be turned off during class time.
11. There is a 30 minute continuous time limit on use of "cardio" equipment, e.g., treadmills, elliptical machines, bikes, etc., due to high demand
12. Personal items must be stored in built in cubicles or day-use lockers in locker rooms to avoid tripping hazards from items on the floor.
13. User shall return any weights, barbells, benches, balls, etc. to proper place to avoid safety hazards and conflicts with other users when using equipment.
14. Staff may ask users to relinquish strength training equipment after reasonable period of use during peak usage times.

15. The following actions are never acceptable:
- Aggressive, inappropriate or unwelcome physical behavior, contact or conversation of any kind.
  - Direct or indirect verbal abuse, foul, obscene, harassing or sexually oriented language or gestures
  - Intentional behavior that results in damage to property belonging to other residents, guests, caregivers, staff or to the Golden Rain Foundation
  - Theft or removal without permission of any property belonging to the Golden Rain Foundation, residents, guests, caregivers or staff.
16. To use fitness equipment and to perform activities residents and guests must be appropriately attired at all times, including flat-soled, closed-toed shoes. Swimsuits are only permitted in the locker rooms and pool areas.

**Guest Policy:**

1. Residents may bring guests to the Fitness Center. Guests must sign in with just one host resident per visit and must leave with the same host resident. Resident host must remain on premises at all times.
2. Guests must be 18 years of age or older and provide identification upon request.
3. Guests must sign in when entering Fitness Center and wear identifying blue wristbands (received when checking in).
4. Residents are responsible for the conduct of their guests.

**Caregiver Policy:**

1. Caregivers must sign in upon entering the Fitness Center and must wear identifying red wristbands (received when checking in).
2. Residents are responsible for the conduct of their caregivers.
3. Caregivers are not permitted to use Fitness Center equipment or participate in other Fitness Center activities unless in direct assistance to their resident employer/host.

**Violation of Rules:**

Residents and their guests must obey Fitness Center rules at all times.

Violation of any rules may initiate the filing of an incident report. Repeated offenses may result in possible suspension of the use privileges of the Fitness Center facilities at the discretion of the CEO or his/her designee.

Authority: Rule

9/28/95

7/25/96 Rev.

3/28/02 Rev.

6/24/04 Rev.

8/30/07 Rev.

8/26/10 Rev.

5/26/11 Rev.

7/25/13 Rev.