

RECREATION CENTER HANDBOOK



TABLE OF CONTENTS

HOURS OF OPERATION.....Page 1

GENERAL RULES..... Page 2

MEMBERSHIP AND OTHER USAGE.....Page 5

CHILD WATCH SERVICES, POLICIES AND PROCEDURESPage 9

FACILITY USE RESERVATION POLICES AND PROCEDURES..... Page 11

RECREATION CENTER HOURS

REGULAR BUSINESS HOURS

- Recreation Center
Monday thru Thursday – 5:30 a.m. – 8:30 p.m.
Friday – 5:30 a.m. – 7:30 p.m.
Saturday – 8:00 a.m. – 6:00 p.m.
Sunday – 12:00 p.m. – 7:00 p.m.
- Child Watch
Monday thru Thursday Mornings – 8:30 a.m. – 11:30 a.m.
Monday thru Thursday Evenings – 4:45 p.m. – 7:00 p.m.
Friday & Saturday – 8:30 a.m. – 11:30 a.m.
Sunday – CLOSED

POOL HOURS (Summer)

- Outdoor Pool
Monday thru Friday – 10:00 a.m. – 6:50 p.m.
Saturday – 10:00 a.m. – 5:30 p.m.
Sunday – 12:00 p.m. – 5:50 p.m.
- Indoor Pool
Monday thru Thursday – 9:00 a.m. – 8:00 p.m.
Friday – 9:00 a.m. – 7:00 p.m.
Saturday - 9:00 a.m. – 5:30 p.m.
Sunday – 12:00 p.m. – 6:00 p.m.

Adult Swim

Monday, Wednesday and Friday – 5:30 a.m. – 9:00 a.m.
Tuesday and Thursday – 5:30 a.m. – 10:00 a.m.

POOL HOURS (Non-Summer)

- Indoor Pool
Monday and Wednesday – 9:00 a.m. – 11:45 a.m./4:00 p.m. – 8:00 p.m.
Tuesday and Thursday – NO OPEN SWIM
Friday – 9:00 a.m. – 11:45 a.m./4:00 p.m. – 7:00 p.m.
Saturday – 9:00 a.m. – 5:30 p.m.
Sunday – 12:00 p.m. – 6:00 p.m.

Adult Swim

Monday, Wednesday and Friday – 5:30 a.m. – 9:00 a.m.
Tuesday and Thursday – 5:30 a.m. – 10:00 a.m.

CLOSED HOLIDAYS

- New Year's Day
Easter
Thanksgiving
Christmas

GENERAL RULES

DRESS CODE

Appropriate attire is required in the Facility and the swimming pool area. Swimsuits are not to be worn inside the facility without proper cover up. Footwear and shirts are required to be worn inside the facility. Swimwear and clothing must be appropriate for a family atmosphere. All swimwear and clothing must exhibit good taste and basic decency (i.e. no thongs) and shall serve as the judge of appropriate attire and may require a user to leave the facility if an individual's attire is deemed to be inappropriate.

See "Swimming Pool Rules" for a further discussion of proper swim attire.

SWIMMING POOL

The swimming pool is for use by residents and their guests. Use of the swimming pool is at the sole risk of the user. The swimming pool may be reserved for a scheduled event by a resident after normally scheduled pool hours. Reservation of the pool area requires a Facility Use Agreement and pre-approval by the YMCA management. A fee will be assessed for such use as outlined in the "Fee Schedule" at the end of this Resident Handbook. Use of the swimming pool is restricted to the purposes for which it is designed. See appendix A for swimming pool rules and swim band guidelines.

GROUNDS AND PARKING LOTS

Parking at the Facility is limited to residents, guests, visitors, and staff of the facility and shall be in designated parking areas only. No parking will be allowed in the facility parking lots at any time except during hours of operation. Overnight parking is strictly prohibited. Violators may be issued citations by local law enforcement and may be subject to towing at vehicle owner's expense. Vehicles are restricted to established roadways and the parking lot; vehicles are not to be driven on grassed areas or sidewalks. Bicycles, skateboards, scooters, "heelies," or the like are not permitted in the facility, on the walkway of the facility, or in the swimming pool area. The facility and parking lot may not be used for outside activities not related to the recreation facility operation unless otherwise approved by Meridian Service Metropolitan District.

FOOD

Users are permitted to bring their own food and beverages for their personal consumption. Coolers will be inspected upon entering the facility. No glass containers will be allowed. Users are not permitted to bring a grill or other cooking devices to the facility.

ALCOHOLIC BEVERAGES

Alcoholic beverages are not permitted in the facility or on recreational facility grounds unless approved by the board of directors and all proper permits are obtained.

SMOKING

There is no smoking in the facility, the pool area or on Facility property. Smoking is also not allowed at any YMCA or Meridian Service Metropolitan District sponsored event.

SUPERVISION

Meridian Service Metropolitan District and the YMCA welcome both adults and children to the Facility and the Swimming pool. For the protection and safety of all persons using the facility, parents, guardians and children are expected to follow the Facility's rules and regulations. Parents and guardians shall provide adequate supervision of their children and guests at all times and help enforce the Facility's rules. If the parent and/or guardian cannot follow the rules they will be asked to leave the facility for the day. If the violation occurs a second time they may be subject to a longer time frame of not being able to use the facility. Damage to the Facility and/or causing personal harm will result in an immediate 30-day suspension of Facility privileges pending further review by the Board of Directors. A second violation of Facility damage and/or causing personal harm will result in suspension of Facility privileges for one year.

EQUIPMENT

No Facility equipment shall be used or moved by any User of the Facility unless pre-approved by the proper facility authority.

ANIMALS

No animals, with the exception of trained guide, aid or assist dogs, will be allowed in the Facility, the swimming pool, patio area, or on the surrounding facility property except for special activities involving animals which have been pre-approved by the Meridian Service Metropolitan District and/or the YMCA management.

LOST ARTICLES

The Facility is not responsible for lost or stolen articles. All lost articles must be picked up in person. Lost articles will be held for a period of two weeks and then shall be donated or disposed of at the sole discretion of the YMCA management

INCLEMENT WEATHER

This Facility follows D-49 snow closure policy. Management will make every reasonable effort to remain open during inclement weather. Our primary concern, however, is for the safety of the residents and staff; if conditions dictate, the Facility may close early or open late if warranted by the staff. Closure and delayed opening information may be obtained by calling the Facility at (719) 494-7119.

PROHIBITION OF NON-FACILITY PROGRAMS, LESSONS AND ACTIVITIES

The Facility may not be used to provide, conduct or solicit any activity, program, or other event for profit, financial gain or otherwise by any business or person unless such activity, program or other event is pre-approved in writing by Meridian Service Metropolitan District and/or the YMCA management. Examples of such activities include, but are not limited to: conducting seminars or classes or providing services as personal trainers or swim instructors (individuals not on payroll as employees of the

YMCA or hired as independent contractors by the Management). Only the Meridian Service Metropolitan District and/or the YMCA staff-approved contractors may conduct personal training, swimming or other types of lessons at the Facility. Users found to be using the Facility in the above manner without written permission are subject to immediate disciplinary action. Such disciplinary action may include a suspension of a User's privileges to use the Facility for a period of time to be determined by the Meridian Service Metropolitan District and/or the YMCA staff.

YMCA staff is compensated directly by Management and may not be compensated in any way by Users. **(i.e. a resident cannot ask a lifeguard to watch their child for additional compensation)**

Meridian Service Metropolitan District and the YMCA staff reserve the right to alter any of the provisions included herein.

MEMBERSHIP AND OTHER USAGE

MEMBERSHIP ELIGIBILITY

All family members living in a single-family residence located within Meridian Ranch and who pay Meridian Service Metropolitan District utility fees are Members of the Facility and comprise a Member Household. Individuals living outside of Meridian Ranch are not eligible for membership. Members in Good Standing, as defined below, are eligible to use the Facility in accordance with the Facility's operational Policies and Procedures. Home owners who rent their residence within Meridian Ranch may allow renters to use the Facility via a notarized letter stating the transference of usage. Once usage has been transferred the home owner will no longer be able to use the Facility until they reoccupy the residence or rescind the renters' privileges in writing.

For purposes of the Operational Policies and Procedures, a "Member in Good Standing" is a Member who: (a) has paid all required assessments, late fees, attorney's and other chargers due for services rendered by the Meridian Service Metropolitan District (MSMD); (b) has paid all fines or any other monies due to the MSMD and (c) has not found to be in noncompliance with the provisions of the Declaration and Bylaws.

Non-resident memberships are available for purchase to the Meridian Ranch Recreation Center for \$150.00 per person, per month.

PHOTO-IDENTIFICATION CARDS

Each resident three years and older will be issued one photo ID card. To obtain an ID card, each resident must complete and submit a membership information form to the YMCA. If the ID card is misplaced, lost, destroyed or altered, replacement of the card is required. Replacement cards may be purchased for \$5.00. Members without an ID card may not be admitted into the Facility. New residents can use the Facility upon completion of a membership information form and submission of a utility bill addressed to their Meridian Ranch address.

AGE RESTRICTIONS

Children 12 years and under must be accompanied by an individual with a valid ID card who is at least 16 years old. Children 13 years and older may use the Facility without direct adult (16 years and older) supervision. Members between the ages of 13 and 17 years may have two guests 13 years and older per visit per household.

EMERGENCY CONTACTS

Emergency contact information for all Member Households must be provided to the YMCA. Any changes to this information should be updated as they occur.

MEMBER VERIFICATION

The YMCA will verify membership through homeowner information and a MSMD utility bill in the resident's name, provided by the resident. If the home within Meridian Ranch is being rented, membership will be verified by receiving a copy of the signed rental agreement and an MSMD utility bill in the tenant's name, from the tenant. Homeowners shall notify the YMCA when rental agreements with tenants are terminated.

CAREGIVER/NANNY

Member households utilizing a caregiver/nanny must register the caregiver/nanny with the YMCA. The YMCA will issue an ID card to the caregiver/nanny. The caregiver/nanny may use the Facility only while supervising the children of a Member Household. Members shall notify the YMCA when a caregiver/nanny is no longer in that role. Meridian Residents who provide daycare services may not bring daycare children to the pool, unless the children are members of a Member Household.

GUEST POLICY

Each Resident Household may bring 2 guests per day to the Facility at no charge. Each guest beyond the 2 free guests may purchase a one-day individual guest pass \$5 a day. Residents may choose to purchase an economical 10 punch guest card for \$30. The Meridian Ranch Recreation Center also offers an extended guest pass at no charge for nanny's, visiting grandparents or grandchildren. These extended passes are time sensitive. The extended guest pass must be approved by the Program and Operations Director. Guests must be accompanied by their sponsoring resident at all times when using the facility. Guests may use the Child Watch for children under the age of 6 years at the non-resident drop-in rate. This guest policy does not pertain to special events, facility rentals, or birthday parties. Please see posted rules and regulations on these events.

Guests must be accompanied by a Member at all times and must have the guest sign in before using the Facility. **THERE WILL BE NO REFUNDS GIVEN FOR BAD WEATHER.**

Members are responsible for their guests' conduct at all times, including, but not limited to any act that results in injury, damage to the Facility, supervision of minors, and all fees due.

WEIGHT AREA AND CARDIO AREA

Anyone under the age of 14 years old must complete a weight room orientation. Youth under the age of 14 years are not permitted in the free weight area. Youth ages 11-13 years are allowed to use the cardiovascular machines and circuit training machines after completing an orientation. Youth ages 7-10 years are allowed to use the cardiovascular equipment after completing an orientation. Failure to follow these policies and procedures may result in losing weight/cardio room and/or recreation center privileges.

STRENGTH AND CONDITIONING POLICIES

Please wipe down machine and other equipment after every use. Appropriate shirt/tank and other workout attire are required at all times (this includes NO open toed shoes/sandals). Horseplay, inappropriate behavior, profanity, and/or abusive language will not be tolerated. Please return all equipment to its original place before leaving the area to allow others to work their sets in as well, this ensures safety and availability for other residents. Please sign up for only a 30 minute cardio session per machine, especially during busy times. If more time is needed, allow others to sign in before taking another 30 minute time slot. Failure to follow these policies and procedures may result in losing weight/cardio room and/or recreation center privileges.

ACCIDENTS

Contact a staff member immediately if there is an accident, injury or unusual incident so that the situation can be assessed and necessary intervention can be provided. Users are responsible for their own medical expenses and participate in activities at their own risk.

LOCKER ROOMS

Children five years or older must use the locker room of their gender only (i.e. A female five years or older cannot be in the male locker room and vice versa).

Locks are provided. Overnight locks are not permitted.

The Meridian Service Metropolitan District and the YMCA staff are not responsible for lost or stolen items.

MAINTENANCE/ REPAIR/ CLOSURE

The entire Facility or portions of the Facility may be closed at any time for maintenance, health and safety concerns, inclement weather, or as necessary at the discretion of Meridian Service Metropolitan District and/or the YMCA management.

PROGRAMS-ACTIVITIES-INSTRUCTION-EVENTS-SERVICES

Contact the YMCA at (719)495-7119 for more information.

SWIMMING POOL RULES

Proper swim attire is required in the pool. Swimmers must wear bathing suits. Cut-offs, jeans, athletic or gym shorts, and street clothes are prohibited in the pool. Infants and toddlers who are not toilet-trained must wear swim diapers in the pool.

Food and drinks are not allowed within five feet of the pool.

Band-aids and bandages are prohibited in the pool as they may fall off, clog the filtration system, and/or pose a health hazard to others. Swimming with an open wound is also prohibited so as to prevent blood borne contamination.

All swimmers under the age of 13 will be tested by a YMCA lifeguard in order to assess their ability to swim in the deep end of the pool. The lifeguard reserves the right to test a swimmer's ability for safety reasons. Swim assessments will be performed during the "safety checks" which occur 10 minutes to the hour every hour. The safety checks are provided to encourage children to use the restroom, rest and recover, and eat a snack and re-hydrate, as well as, to provide a mental break from the pool activities for the lifeguards to stay mentally aware when performing their duties.

All inflatable flotation devices are prohibited in the pool. Water wings and other inflatable flotation devices are unreliable, having either a tendency to deflate or the potential to flip or slip away. The YMCA provides lifejackets for use in the pool. U.S. Coast Guard approved flotation devices are also allowed. Children wearing lifejackets must be accompanied by an adult in the water and within arms reach at all times.

Diving, flips or backward entries are not allowed due to the depth of the pool. Jumping is permitted feet first and facing forward.

All individuals must walk. Running is not allowed in the pool area. Pool decks are slippery and can cause an individual to slip and fall.

Horseplay, wrestling, piggybacks and “chicken fights” are prohibited. This type of play can result in injuries. Additionally, it is often difficult for the lifeguard to tell the difference between this type of play and a swimmer in trouble.

For safety and comfort it is important for everyone to keep their voices down and be respectful when speaking.

Kickboards, paddles and other instructional or training equipment (including barbells and weight belts) are for water exercise and swim lessons only. Water toys (e.g., soft balls, diving rings, etc.) are allowed in the pool; however, the use of such toys must not interfere with others or cause a safety risk. Meridian Service Metropolitan District and the YMCA staff are not responsible for the disappearance, damage, or breakage of any toy or personal item(s) brought to the Facility.

The YMCA reserves the right to restrict the number of individuals allowed in the pool if usage exceeds capacity or supervision limits. The maximum capacity of the pool is one hundred people. The YMCA requires one lifeguard per 25 people in the pool area.

Parents accompanying small children are asked to help enforce pool rules. Lifeguards have final discretion regarding rules and policies.

Failure to follow rules may result in a suspension of pool privileges for a period of time to be determined by the YMCA management. For further pool guidelines please see appendix A.

SWIMMING POOL CLOSURE GUIDELINES

Because weather and lightning can be random and unpredictable, Meridian Service Metropolitan District and the YMCA staff have established pool closure guidelines. The head lifeguard in consultation with the building supervisor will have the authority to make the decision to close the pool.

The outdoor pool will close when the air temperature drops below 50 degrees Fahrenheit.

The pool will be cleared immediately when lightning has been sighted, thunder has been heard, or when lightning is detected by the lightning detector. The pool will be considered safe and swimmers will be allowed back in the pool 30 minutes after the last sighting or detection of lightning.

“If you see it, flee it; if you hear it, clear it.”

In addition to weather-related issues, the pool will be cleared immediately when a lifeguard is unable to clearly see all areas of the pool, including bottom.

CHILD WATCH SERVICES POLICIES AND PROCEDURES

As a service to our members, the Meridian Ranch YMCA Child Watch program provides on-site child watch for members and their guests while enjoying the Facility. Management's goal is to provide a positive experience for children in a safe and secure environment during their visit to the Facility. The Child Watch Service offers interesting and age-appropriate activities implemented by well-trained Child Watch attendants.

CHILD WATCH SERVICES

Services are provided for a maximum of two hours per day. Children six weeks thru 6 years of age may be left in the care of the Child Watch staff by their parents, grandparents, or legal guardians only. The responsible parent or legal guardian must remain in the Facility. Daily drop-in use for residents (for 2 children) is \$3.50 and non-residents are \$5.00. Child Watch is limited to two hours a day per child. For more price information please see "Punch Cards" flyer at the front desk.

SNACKS

Parents or legal guardians may provide a bottle, cup or juice box for their child. Such items should be labeled. Food will not be provided nor should food be brought into the Child Watch area by others due to a high number of children with various food allergies.

TOYS

It is recommended that personal toys not be brought to Child Watch as Management is not responsible for lost or broken personal belongings. Items such as security blankets are permitted for comfort. All Child watch toys are cleaned with a bleach/water solution on a daily basis according to El Paso County Health Department standards.

FOOTWEAR

All infants are required to have their feet covered in socks and/or shoes while in the Child Watch area. All mobile children must wear shoes. It is recommended that children wear closed-toe shoes for their safety. Children may be asked to remove their shoes during play on an inflatable apparatus such as the obstacle course.

ILLNESS

Child Watch staff cannot accept a child into the Child Watch area if they are exhibiting any of the Following symptoms:

- Fever
- Runny nose or runny eyes with anything other than clear discharge
- Green discharge from any orifice of the body
- Diarrhea
- Cough
- Rash on any part of the body
- Vomiting in the last 24 hours.

If a child has any of these symptoms, or any other communicable disease, we ask that users refrain from bringing them to Child Watch but look forward to welcoming them back to Child Watch once he/she is healthy.

Please note that children who have been prescribed medication should complete at least 24 hours of the prescribed dosage before it is recommended that he/she return to Child Watch.

MEDICATION

No medication will be administered in Child Watch.

DIAPER CHANGE

Disposable diapers will be changed for children less than three years of age as needed during such child's stay in Child Watch. Management requests that users bring their child in a clean diaper and provide diapers and wipes for changing.

Parents and legal guardians will be retrieved from other areas of the Facility to change diapers for Children three years and over. Attendants will not change cloth diapers due to health and safety concerns presented with contact with fecal and urine matter.

CRYING CHILDREN

It is YMCA Management's policy to page or retrieve parents or legal guardians when a child cries for ten consecutive minutes. If such a situation occurs, parents and legal guardians are encouraged to continue to bring their child to Child Watch so they may become accustomed to the environment.

Parents and legal guardians may stay with their child inside of the Child Watch area if it is necessary for their child to acclimate to the environment. Parents and legal guardians will be limited to a ten minute period during which they may accompany their child. Parents and legal guardians are asked to limit care to only their children.

DISCIPLINE

Discipline at Child Watch is based on an understanding of the individual child's needs and stage development. The goal is to develop self-discipline, responsibility for self, and the respect for others. It is based on the use of positive reinforcement, reasonable expectations, logical consequences, distractions and diversion, and if necessary, supervised removal from the group for short periods of time.

For the safety and well-being of your child and all those in Child Watch, inappropriate behavior (e.g., spitting, biting, inappropriate language, harm to self, others or property) may lead to the loss of the use of Child Watch Services. Each incident will be evaluated on a case-by-case basis.

Management's goal is to provide a positive and safe experience for all children in Child Watch.

SPECIAL NEEDS

Please see the Child Watch contact list to address a child's special needs requirements. All matters will be taken into consideration.

FACILITY USE AND RESERVATION POLICIES AND PROCEDURES

The facility is an ideal venue for special events and community meetings. The large meeting room can accommodate a large audience and can be separated into two small group activity rooms for more intimate gatherings and meetings. The facility may be used by residents, management, YMCA employees, DRC, and District management in accordance with the policies and procedures established for the facility.

The YMCA management approves the use of and administers the reservation of the facility in accordance with the general policies and procedures set forth herein. The swimming pool is not available for rent during regularly scheduled pool hours, but may be reserved for events after such hours. To inquire about reserving any part of the facility for a meeting or event, please contact the YMCA staff at 719-495-7119.

The Facility Reservation Agreement (the “Agreement”) may be obtained at the facility during regular business hours. Contact the YMCA at the facility to obtain specific information related to reservation areas, equipment, hours, fees, etc.

MEMBER PERSONAL USE

Members may reserve and use the facility or portions thereof for meetings, receptions, parties, or other similar activities for \$50/hour. Members reserving the facility must abide by the Operational Policies and Procedures and are responsible for any damages and extra cleaning charges incurred as a result of these activities. Rentals will be subject to facility, pool, and event monitor fees in accordance with the standard reservation policies. A security deposit must be paid at the times of presenting the executed Agreement. The YMCA reserves the right to cancel any event that has not commenced within two hours of the reservation start time. For a detailed description of fees assessed when reserving areas within the facility, please reference the Fee Schedule on the next page.

AFTER HOURS POOL USAGE

All groups must check in with the building supervisor upon arrival and one group supervisor (designated by rental group) must act as liaison between the group and the YMCA facility. The supervisor must be at least 21 years of age and the other chaperones must be at least 18 years of age. Direct supervision of children by the adults must be maintained at all times while the group is in or near the water. Adults must have visual contact with the children in their group at all times. Supervision is defined as being able to see/hear/discipline the children that the adult is directly responsible for watching. An adult supervision ratio of 1 adult for every 10 kids is to be maintained at all times. Children under the age of 6 must be accompanied by an adult in the water within arm’s reach. There must be 1 adult in the water for every 2 children under the age of six. The group supervisor must inform the Aquatic Staff of any medical problems that may exist with any of the group members prior to entering the pool. Adults must be in suit attire and either be in the water with the children or at the edge of the pool where the children are playing. A swim test is required of all children wishing to play in the water deeper than their height. The aquatic facility’s staff-on-duty is in charge at all times, and the adults in attendance with their group are expected to support the aquatic facility’s staff in the enforcement of all rules and regulations.

MEMBER COMMUNITY USE

For purposes of this type of reservation, Resident Community Use is defined as any meeting, gathering, or event that is attended by Meridian Ranch residents only. Events where one or more non-Meridian Ranch residents attend should be reserved in accordance with the Resident Personal Use policy as noted above. There are no stated limitations on the number of times the facility may be reserved for Resident Community Use; however, the YMCA reserves the right to limit or alter usage and reservation times if the reservations become excessive relative to actual usage or space used or, in general, if the reservations are abused. A security deposit will not be required of Resident Community Use but residents reserving and using the facility must abide by the Operational Policies and Procedures and are responsible for any damages and extra cleaning charges incurred as a result of their activities. Resident Community Use reservations will be subject to facility, pool, and event monitor fees. The YMCA reserves the right to cancel any event that has not commenced within 30 minutes of the reservation start time.

MERIDIAN RANCH RECREATION CENTER
10301 Angeles Drive, Peyton, CO 80831
Telephone: (719) 495-7119

FACILITY RESERVATION AGREEMENT

THIS AGREEMENT is entered into by and between the YMCA of the Pikes Peak Region and the User set forth below for the purpose of reserving certain Meridian Ranch Recreation Center facilities (the Facility) to the User for the purposes set forth herein. User agrees to abide by and conform to the attached Terms and Conditions of this Facility Reservation Agreement and the Meridian Ranch Recreation Center Operational Policies and Procedures, as well as all other rules and regulations from time to time adopted or prescribed by the YMCA and Meridian Metro Service District.

USER INFORMATION:

Name Email

Phone (Day) Phone (Eve)

Street Address

City, State and Zip

Please complete the following information by checking the appropriate box:

1. User category:

Member Personal Use Member Community Use Approved Builder Use

2. Type of activity:

Youth party Adult party Pool party (when available)
 Business meeting Reception Club meeting
 Other _____

3. Recurring activity? Yes or No

If yes, when does the activity occur and what is its frequency?

4. Estimated number of people attending the activity: _____

An additional charge for an Event Monitor(s) may be required as determined by the YMCA.

5. Requested area to be reserved: Recreation Center

Recreation Center Pool
 Meeting Room (Large) Birthday Party Room
 Meeting Room (Small) Gym
 Stage Room Aerobics Room (Large)

6. Brief description of the event and all activities that will be going on during event:

FACILITY RESERVATION BEGINS

Date: _____

Time: _____

FACILITY RESERVATION ENDS

Date: _____

Time: _____

The above times should include set-up and clean-up times. 15 minutes prior to the reservation and 15 minutes following the reservation are allotted to set up and clean up. Facility Fees may apply. Must reserve with an approved two-week notice.

*Please be aware that after hour fees are dependent on facility hours which will change depending on the time of year. Please check with staff for available hours.

7. Facility equipment requests:

___ Rectangular Tables (19)

___ Round Tables (2)

___ Chairs (42)

___ Projector and Screen

___ Grill (Seasonal Memorial Day-Labor Day)

8. Please indicate decorations you may plan to use:

*Deliveries cannot be accepted by the YMCA on behalf of User or received at the Facility prior to start time as set forth in the Agreement without prior approval

TERMS AND CONDITIONS OF THE RENTAL AGREEMENT

The User must read, understand and initial each statement below where indicated.

___ Alcohol is not allowed on the premises.

___ The facility may not be used to provide, conduct or solicit any activity, program, or other event for profit, financial gain or otherwise by any business or person unless such activity, program or other event is pre-approved by the YMCA or the Meridian Metro Service District. Examples of such activities include, but are not limited to: the selling of merchandise or conducting a class/seminar in which payment is required to attend.

___ Supervision by a responsible adult (18 years or older) is required in all areas subject to this Agreement. Failure to provide adequate adult supervision will be grounds for termination of this Agreement.

___ Smoking is not allowed in the Facility or anywhere on the facility property, including the parking lot.

___ No open flames will be permitted anywhere on the facility property, with the exception of birthday candles & sterno-type canned-heat sources.

___ Decorations may not be hung from the wall, curtain rods, etc. without prior YMCA approval. It must be indicated in the contract and must also be hung with non-damaging fasteners. Helium balloons must be tied down or weighted down. Resident is responsible for the removal of all decorations once the reservation is over.

___ The use of confetti, glitter, or like materials must have prior YMCA approval or an excess cleaning fee may be assessed.

___ Clean-up of the room is the responsibility of the User, including the removal of trash. If the room is not properly cleaned, the YMCA may assess a cleaning charge.

___ The user/resident is responsible for every member of his or her party, including third-party contractors such as caterers. The resident is not permitted to leave the facility if there are members from his or her party on the premises. If the resident is not on the premises for the duration of the event (including set-up and clean-up times) a \$12.50 per hour event monitor fee will be automatically assessed or the YMCA reserves the right to terminate the reservation agreement.

___ The user/resident is still fully liable and responsible for all terms and conditions set forth in this agreement including, but not limited to payments of any additional reservation fees, which include; additional after hour fees, bounce house & movie screen rental fees, pool reservation fees, additional clean-up fees, and any damages that may occur during the reservation

___ The following fees will be charged for your event and will be due at the end of the event upon completion of clean up and walk-through.

Fee Schedule

Rooms/Areas for Rental	To Hold Reservation (Nonrefundable/ Applied to Rental Fees)	Security Deposit (Must Place Credit Card On File)	Rental Fee (2 hour Minimum)	Event Monitor Fee	Cancellation/ Reservation Change Fee
Meeting Room, Aerobic-Small or Aerobic-Large	\$35	\$200	\$50/hour After Hours \$100/hour	\$15.00/hour	\$50 If hours are extended with less than 48 hours' notice
Birthday Party Room	\$50	\$200	\$75/hour After Hours \$100/hour	\$15.00/hour	\$50 If hours are extended with less than 48 hours' notice.
Stage Room	\$50	\$200	\$75/hour After Hours \$155/hour	\$15.00/hour	\$50 If hours are extended with less than 48 hours' notice.
Gym One Half / A or B	\$50	\$200	\$75/hour After Hours \$155/hour	\$15.00/hour	\$50 If hours are extended with less than 48 hours' notice.
Pool	\$50	\$200	\$125/hour up to 50 guests, \$30/hour for every 25 guests above 50	\$15.00/hour Per each lifeguard* **	\$50 If hours are extended with less than 48 hours' notice.
Pool w/Party	\$50	\$200	\$125/ hour up to 25 guests, \$30 for every 25 guests above original 25	\$15.00/hour Per each lifeguard	\$50 If hours are extended with less than 48 hours' notice.

*Outside of regular hours, 2 lifeguard min. plus 1 lifeguard for each additional 25 people.

**During regular hours, 1 lifeguard per 25 and 1 lifeguard for each additional 25 people.

\$_____ Facility Rental Fee

\$_____ Pool Rental Fee

\$_____ Event Monitor Fee

TO BE COMPLETED BY THE YMCA:

Security Deposit: __ Credit Card on File __ Check

Estimated fees that must be paid by User/Resident at the start of the reservation:

Total: _____

User/Resident: By signing below, you are indicating that a YMCA staff member has gone over the above-mentioned terms, conditions and fees.

User Signature

_____ Date _____

YMCA Staff: By signing below, you are certifying that you have gone over the above-mentioned terms, conditions and fees with the User.

YMCA Staff

_____ Date _____

**YMCA OF THE PIKES PEAK REGION
POOL RENTAL GROUP USAGE POLICY & AGREEMENT**

The following rules and regulations have been established by the YMCA of the Pikes Peak Region to govern usage of its swimming pools by rental groups.

Group Name: _____

**TERMS AND CONDITIONS OF THE FACILITY RESERVATION
AGREEMENT TO BE GIVEN TO RESIDENT UPON COMPLETION OF
CONTRACT**

The User is responsible for the conduct and welfare of all persons attending the event and using the Facility during the use period, supervision of minors, damages and all fees due, and shall hold Management and the YMCA harmless from any and all claims resulting from the use. The User is further responsible for paying full replacement cost or full repair cost, as determined by the YMCA, for any property loss or damage resulting from the use of the Facility property by User or the User's guests.

This Agreement is not transferable. Violation of this provision, any other provision of this Agreement or any Facility rule, procedure, or regulation, will result in the immediate termination of this Agreement and event at the sole discretion of the YMCA. Reserving the facility for more than one consecutive day may result in the addition of the resident's total number of annual events unless such activity, program or other event is pre-approved by the Meridian Metro Service District or the YMCA.

Alcohol is not allowed on the premises.

No candles, with the exception of birthday candles, or open flames are permitted anywhere on Facility property. Chafing dishes requiring Sterno-type canned-heat sources are permitted. A grill will be provided in the pool area. Users are not permitted to bring a grill or other cooking devices to the Facility.

Use of an amplified sound system is subject, at all times, to the applicable noise ordinance restrictions of El Paso County. Use of the exterior sound system speakers at the Facility must conclude no later than 11:00 p.m. This includes the outdoor patio, pool area and main entrance. The YMCA will be the final authority on whether the noise level, outside or inside of the Facility, is a nuisance.

A \$200.00 security deposit (check or credit card) must be on file at time of making the reservation. The security deposit, if required, may be deposited. A User may cancel this Agreement up to 48 hours prior to the scheduled event and the amount will be returned. The User will get security deposit returned following the week of said event. An administration fee of up to \$50, at the sole discretion of the YMCA, may be charged and deducted from the security deposit for reservations cancelled within 48 hours of a scheduled event. Residents must provide a separate deposit check for each event reserved. Additionally, if the duration of the reservation agreement is increased with less

than 48 hours' notice a fee of \$50 will be assessed independently of any applicable after hour fees.

All estimated Facility, Pool, Equipment Rental and Event Monitor(s) fees must be paid to the YMCA at the start of the reserved event. Additional fees incurred above the estimated fees shall be paid within five days of the invoice date.

The Facility shall be used only for the purpose set forth in the Agreement and User and all persons attending an event may only use the areas reserved for use during the approved time. The User shall be responsible for ensuring that all attendees remain in the reserved areas. If the event takes place during Regular or Summer hours, other non-reserved areas of the Facility will continue to operate normally, however non-reserved areas are off limits to those in attendance of the said reserved event.

The User may post signs with authorization from the YMCA. No solicitation is allowed on the Facility property. The Meridian Service Metropolitan & YMCA names and logos may not be used.

Supervision by a responsible adult (18 years or older) is required in all areas subject to this Agreement. Failure to provide adequate adult supervision will be grounds for termination of this Agreement.

In order to reserve a room, the User must be: (1) a minimum of eighteen years of age; (2) a "Member in Good Standing" and (3) in attendance during the entire time of the event, including set-up and clean-up. The User must also act as the contact person for the YMCA.

The YMCA reserves the right to cancel this Agreement and any event if such event has not commenced two hours after the start of the reservation. Such cancellation will be considered a termination, and an administration fee of up to \$50, at the sole discretion of the YMCA, may be charged and deducted from the security deposit.

YMCA RIGHTS

The YMCA reserves the right to reject any reservation it believes would: 1) disrupt or impair the Facility's normal operations; 2) be inconsistent with the image, reputation, purpose or function of Management or the YMCA; or, 3) violate any the policies and procedures of the Facility.

The YMCA reserves the right to modify or terminate any Facility Reservation Agreement and reservation schedule to accommodate program changes or other unforeseen circumstances. When a reservation must be changed or cancelled, the YMCA will notify the User as soon as possible. If a mutually agreeable alternative date and time for the reservation cannot be agreed upon by the User and the YMCA, the Facility Reservation Agreement shall be deemed terminated and the User will receive a full refund of the security deposit less any applicable charges. The parties agree that except for the obligation to provide a full refund in the event of cancellation by the YMCA, the YMCA and/or Management shall have no liability to the User for any damages claimed by the User as a result of any such cancellation.

Set-up and clean-up of the reserved area(s), including moving of all furniture, is the sole responsibility of the User unless prior arrangements are made with the YMCA. Decorations must be pre- approved by the YMCA and User may not attach anything to walls, ceilings or floors unless preapproved by the YMCA (no staples, tacks, pins, nails or glue may be used for decorations). Only painter's tape will be allowed upon request.

Clean-up of the reserved area(s), including trash pick-up, vacuuming, etc., is the sole responsibility of the User. Stains on walls, windows, ceilings or carpets are also the sole responsibility of the User, who will be held liable for their removal. If the room is not properly cleaned, as determined by the YMCA in its sole discretion, the YMCA may assess a cleaning charge. User is responsible to remove all event trash and place it entirely in the dumpster located in the parking lot. User is responsible for removing all items from the premises the day of the event.

WALKTHROUGH

The YMCA and the User shall conduct an entry and exit walk-through to verify the condition of the reserved area(s) and to determine if any damage was caused to the Facility or equipment during the use period. At the completion of the entry and exit walk-throughs, the User and the YMCA shall sign a separate Facility Reservation Checklist verifying the condition of the room.

INSURANCE

Any User in whose name the Facility or any portion thereof is reserved shall be liable for any and all property damage and loss to any portion of the Facility arising out of the use or operation of the Facility by the User, or any acts or omissions of User or any third party who attend or participate in any event or function hosted in the Facility by the User. For Member Community Use events, each Member is responsible for their own conduct and for all damages and costs incurred as a result of their actions. As a condition of the YMCA entering into this Agreement and User's use of the Facility, User shall be required to provide liability insurance coverage in such form and manner as the YMCA, in its sole discretion, shall require. The minimum general liability limits of insurance coverage required will be based on various factors including, but not limited to, the size of the event, number of anticipated participants or guests, the activities to be conducted during the event, and the extent, if any, to which alcohol will be served or made available during an event. In its discretion, the YMCA may require the User to provide one of the following: 1) a copy of the Declarations page of User's current homeowners or renters insurance policy reflecting third-party liability insurance coverage in an amount at least equal to \$100,000 per person/\$300,000 per accident; 2) a separate liability policy covering the proposed event or a rider to an existing policy affording such event coverage; or 3) a Certificate of Insurance in an amount and form acceptable to the YMCA which may include an endorsement naming Management and the YMCA as additional insures. User shall provide valid proof of insurance to the YMCA no later than 10 business days prior to the scheduled event. Failure to provide proof of insurance required by the YMCA in accordance with these policies and procedures shall void this Agreement and will result in cancellation of the event. Under such circumstances, the User agrees that Management and the YMCA shall not be liable for any consequential losses, damages or expenses arising from the cancellation of the event. The User, on behalf of itself, its assigns, heirs, representatives and liability insurance carriers, hereby agrees to waive any right of subrogation, indemnification or contribution that it may have

against Management or the YMCA or any of its representatives or agents for any claims, demands, damages or losses arising in any way out of or in connection with the event or activity.

INDEMNIFICATION AND HOLD HARMLESS

User covenants to indemnify and hold harmless Management and the YMCA, its officers, directors, members, employees, agents and volunteers from and against any claims, losses, liabilities, costs, damages, or related expenses incurred by Management or the YMCA, its officers, directors, members, employees, agents and volunteers, as a result of any injury to any person or any damage to any property arising in any way out of the use of the premises by User or any employee, agent, independent contractor, invitee, guest or licensee, including any person attending or attempting to attend the event or activity for which the premises are being reserved, whether or not such person has been invited or authorized to attend by User. User's liability under this paragraph shall include all costs and expenses incurred, including, but not limited to, reasonable attorney's fees. Management's and the YMCA's right to indemnity under this Agreement shall arise even though joint or concurrent liability may be imposed on Management and the YMCA by statute, ordinance, regulation, or other law.

ASSUMPTION OF RISK

There are inherent risks to any individual who chooses to use the Facility including, but not limited to, risks of serious physical injury or death resulting from the use of the swimming pool, participation in exercise programs or other use of the Facility. These inherent risks include the potential for bodily injury or death resulting from drowning, physical activity or exertion and participation in exercise programs or other recreational activities at the Facility. Each person who elects to use the Facility voluntarily assumes the inherent risks in doing so, and assumes responsibility for ensuring their own safety and well-being during the use of the Facility. Under no circumstances shall Management and/or the YMCA be held liable for any physical injury, death or loss of personal property or other belongings arising from the use of its Facility.

All persons using the Facility are urged to obtain a physical examination before engaging in any physical activity or exertion at the Facility, and should ensure that they are physically and mentally fit to engage in any physical activity before doing so. All persons using the Facility are responsible for knowing their own physical limitations, including, but not limited to, their own swimming ability, and are personally responsible for participation in any activities or programs at the Facility.

Management and the YMCA do not provide any form of medical coverage to Users or staffs who use the Facility, and Management and the YMCA strongly urge all Users and staff of the Facility to maintain comprehensive health insurance that provides appropriate coverage for any healthcare expenses or other costs of medical treatment resulting from any injuries that may occur. Management and the YMCA disclaim any financial responsibility for any medical treatment or healthcare expenses attributable to any care and treatment that may result from injuries sustained at or during the use of the Facility.

In consideration of the YMCA furnishing services, equipment and/or the Facility for swimming and other recreational activities, each person using the Facility, whether a Member, User, guest, or otherwise, shall sign an individual waiver and release as is

requested by the YMCA before they will be permitted to participate in such activity or use of such equipment and Facility.

*These rules are subject to change by Board of Directors at anytime based on recommendations from the YMCA staff.****

Appendix A



FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

POOL RULES & GUIDELINES

MERIDIAN RANCH

- Children 5 years of age or younger must be accompanied in the water, within arm's distance at all times by a parent/guardian 16 year of age or older,
- Children 10 years of age or younger must be accompanied by an adult/guardian 16 years of age or older, Parent/guardian must be on the pool deck or in the pool,
- Children 12 years of age or younger must take a swim test before using the pool,
- Shower before entering the pool,
- Coastguard approved flotation devices only. (No inflatable devices such as water wings, rafts, etc.) Non-swimmers must stay in designated shallow areas, Children with lifejackets or foam swim suits must have a parent/guardian within arm's reach regardless of age,
- No running on the pool deck or pool area,
- Fins and snorkels may only be used by lap swimmers, A mask or goggles may be used during open swim times,
- Horseplay, unnecessary roughness, foul language, public displays of affection, and inappropriate behavior are prohibited,
- Standing, sitting, or hanging on shoulders, throwing one another, and slapping the water with noodles is prohibited,
- Gum, glass containers, and food must be left outside the pool area,
- Sitting and hanging on the lane lines and safety ropes is prohibited, Swimmers must swim under, not over them,
- Equipment including kickboards, pull buoys, and paddles are only to be used during lap swim or swim lessons,
- Smoking and vaping is prohibited in the facility,
- Flips, dives, back dives, cartwheels, or jumping backwards off the side of the pool are prohibited,
- Use ladders and steps properly, No playing or loitering on the stairs, Only one swimmer at a time on the ladder,
- Swim diapers must be worn by all children who are not yet potty trained, Diaper changing is prohibited on the pool deck,
- No swimming in the water slide discharge area,
- Admission to the pool will be refused to people with infectious diseases, rashes, fevers, foot infections, open wounds, etc,
- Prolonged underwater swimming and breath holding is prohibited,
- Only YMCA staff may teach lessons, Pool may not be used for non-YMCA sanctioned lessons,
- The YMCA staff will close the pool when severe weather or pool maintenance requires it, Any time thunder is heard or lightning is seen, the pool , including all of the pool deck and showers, must close for 30 minutes, Blood borne pathogen contamination or fecal contamination will necessitate pool closing as well,
- Lifeguards have final discretion and the authority to enforce any rules printed or verbal, The lifeguard reserves the right to remove any person from the pool area if they act in an unsafe manner or are creating an unsafe/dangerous situation for themselves or others,

Slide Rules

- Must be 52" tall (for outdoor slide) / Red Neckband or wristband for indoor slide
- A line will form on pool deck, not on stairway, All swimmers must wait at the bottom of the slide until the lifeguard allows them to go up the stairway, Only one rider at a time,
- No tubes, mats, lifejackets, goggles, or masks permitted in flume,
- Enter slide in sitting position, Slide must be ridden feet first either sitting or lying down on back,
- No running, standing, kneeling, rotating, tumbling, or stopping in flume
- Exit splash down pool area immediately,

Continued...



FOR YOUTH DEVELOPMENTSM
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

POOL RULES & GUIDELINES (CONT.)

MERIDIAN RANCH

Lap Swim Etiquette

- Be prepared to share lanes
- Try to swim with people who have the same ability, Please respect other people's efforts,
- Be cautious and courteous, Do not start directly in front of or behind someone approaching the wall for a turn, Give them room and drop behind,
- Let others know you are entering the lane, If necessary, get a swimmer's attention by waving a kickboard underwater, Those already in the lane always have the right of way,
- With two or more swimmers in a lane, swim a circle pattern, (Keep to the right)
- To pass another swimmer; Touch the person on the foot once only during the lap, If you are touched on the foot, move quickly off to the side of the lane when you reach the wall and allow the person to pass,
- If you are resting or waiting at the end of the lane, move out of the way to allow other swimmers full use of the wall when turning, Do not occupy the lane for socializing; exit after your workout,
- Note: While lifeguards are not responsible for enforcing lap swim etiquette, they may be of assistance explaining and clarifying the rules,
- Daily swim tests will take place during Safety Break at 10 minutes to each hour in an end lane of the lap pool,

Lazy River Rules

- Must be a green band to enter alone, Children with red or yellow bands must be accompanied by an adult within arm's reach at a ratio of 1 adult per child,
- Inner Tubes will be brought out during the first 15 min of every hour, One rider per tube,
- Inner Tubes must be around the chest with head above the water/tube, or riders may lay on top of the tube on their stomach with their head between the handles,
- No standing, crawling, walking on lazy river wall,
- Swimmer must swim with the current when tubes are in the water,
- No horseplay on tubes (forming chains, pushing, rocking, hitting, standing on, etc.)
- Swimming under tubes is not permitted

Swim Test Policy

Children 12 years of age and younger will be swim tested by the guard on duty and will be required to wear the appropriate neckband for the duration of their visit, Swimming capabilities and test level of all swimmers is at the discretion of the Lifeguard on duty, At any time, a Lifeguard may retest or revoke permission of any swimmer for safety concerns or policy violation,

GREEN Band Test—Swimmers must be able to jump in the deep end, tread water for 60 seconds, swim halfway down the lap lane using a horizontal swim stroke without stopping or having assistance, roll over to their back and back-float for 30 seconds, and swim the remainder of the lap on their back, Green Band Swimmers are permitted to swim in the Green, Yellow, and Red Zones,

YELLOW Band Test—Swimmers must be at least 52 inches or taller, Yellow band swimmers are permitted to swim in the Yellow and Red Zones only,

RED Band Test—All swimmers 12 and younger who do not successfully complete the Green or Yellow Band Tests will be issued a Red Neckband, Red Neckband swimmers are permitted to swim in the Red Zone only,

RED NECKBAND SWIMMERS MUST have at least one parent **IN THE WATER** at all times at a ratio of one adult to every two children,

RED WRISTBAND SWIMMERS MUST have at least one parent **IN THE WATER WITHIN ARM'S REACH** at all times at a ratio of one adult to every two children,

CARING: Share a lane if needed.

RESPECT: Listen to the lifeguard.

RESPONSIBILITY: Pick up after yourself.

HONESTY: Be truthful about your swimming ability.