

# Front Street Fitness

## City Employee Fitness Center

### *Frequently Asked Questions*

The Departments of Human Resources and Finance and Management are pleased to announce the opening of a **City Employee Fitness Center** in April, 2014.

#### **Center Logistics**

**Q: Where is the center located?**

A: Front Street Fitness is located at 102 N. Front St. (downtown). It will occupy the north storefront of the employee parking garage, located on the east side of Front St. between Gay St. and Long St.

**Q: Is there a fee to use the center?**

A: Employees will not be charged to use the center.

**Q. Can I use the center on “work” time?**

A: Employees are expected to use the center on their own time.

**Q: Is the center use restricted to downtown employees only?**

A: Employees are permitted to use the facility, regardless of their work location.

**Q: Can all city employees use the center?**

A: Due to space limitations, employees belonging to some classifications, including contractors and seasonal employees are not permitted to use the facility. All users must be over 18 years of age. Please call 645-8624 to inquire about specific classification eligibility.

**Q: Will there be a grand opening event?**

A: The center’s Open House is scheduled for the following times:

- April 16th– 3pm-7pm
- April 17th– 10am-2pm
- April 18th—7am-1pm

Employees are encouraged to stop at any time during these times. During the Open House employees may sign up for center orientation, get a free chair massage, enjoy healthy snacks and

receive special offers and discounts from local fitness vendors. Employees will not be permitted to work out in the center during this time.

Employee orientation will be held between April 21st and May 2nd. The center will open for employee use on May 5th. After May 5th, employees may request an orientation that aligns with the Center's Exercise Specialist availability.

**Q: How secure is the building?**

A: The fitness center and employee parking garage is under surveillance 24/7. Access to the fitness center is by employee badge only. Employees will not be given access if they have not completed orientation. The fitness area of the center will be equipped with security cameras and a panic button to ensure the safety of users and the equipment. There will be no security cameras inside the locker rooms. Employees must enter the center through the Security Center (100 N. Front St.) and follow the signs to the Fitness Center. Once inside the fitness center, the door leading to the Front St. sidewalk has been designated as exit only. After garage renovations are complete, the area will be very well lit. The windows inside the center will have a heavy tint, making it difficult to see inside the center.

## Hours and Access

**Q: How can I be given access to the center?**

A: Employees must go through a 30 minute center orientation before badge access is granted. Employees will not be exercising during the orientation. More details on how to schedule your orientation time will be coming soon.

**Q: When can I start using the center?**

A: The center will officially open for use on May 5, 2014 at 5am.

**Q: When will the center be open?**

A: The center will be open Monday—Friday from 5:00am-8:00pm. It will also be open on Saturday and Sunday from 8:00am-4:00pm. Hours may be adjusted as needed.

**Q: Can my family members or friends use the center?**

A: Unfortunately friends, family members and unauthorized coworkers are not permitted to use the gym at this time due to space restrictions.

**Q: Will I be able to park for free?**

A: The garage or parking lot directly north of City Hall (in front of 77 N. Front St.) will not be available to employees for the use of this facility. Ample meters along Front St., Gay St., Long St. and Marconi Ave. are available before 8:30am and 4:30pm .

## Amenities

### **Q: What equipment and amenities will be in the center?**

A: The center will be furnished with the following equipment:

- 3 commercial grade treadmills
- 2 commercial grade Octane Lateral machines (very similar to an elliptical, with more functionality)
- 2 commercial grade recumbent bikes
- Dual Adjustable Pulley System
- Seated Leg Press
- Fit 3 multi-gym station
- Dumbbells, kettle bells, plyometric boxes
- Stability balls, jump ropes, yoga mats and exercise bands
- TRX stations
- Open floor space with TV/DVD player, retractable curtain and fitness DVDs
- 3 TVs in the cardio area
- Wi-fi
- Water fountain with water bottle filling station
- Locker rooms (2 showers for men, 2 showers for women)

**The following amenities will NOT be provided at the center:**

- Nutrition services
- Towels, hair dryers , shampoo and soap
- Space to purchase beverages or fitness gear

### **Q: Can I keep personal items in lockers overnight?**

A: Due to space limitations, employees may not leave items in a locker when they are not using the center. Any locks left on overnight will be removed and not returned. If employees want to lock their belongings while using the center, they must provide their own lock. Employees should use the center at their own risk. The City of Columbus is not responsible for lost or stolen items.

### **Q: Will the current fitness classes be moved to the center?**

A: Due to space limitations, the current fitness classes will remain in their current locations.

### **Q: Will people on the sidewalk be able to see into the center?**

A: Center design plans call for a heavy tint on the windows facing Front St., however the tint cannot be installed until the summer months.

## Staffing and Management

### **Q: Will the center be staffed?**

A: Exercise Specialists from Columbus State's Human Performance Center will staff the center during

the following hours beginning May 12th:

Monday– Thursday: 11:00am-2:00pm and 3:00pm-6:00pm

Friday: 11:00am-4:00pm

*\*The center will be staffed the week of May 5th, however the hours will vary.*

**Q: What services will the Exercise Specialist provide? Can he or she personally train me?**

A: The Exercise Specialist will provide orientation for the center, assess individual fitness levels and provide a tailored exercise plan for employees upon request. At this time, he or she will not provide personal or group training to employees, but will post suggested workouts in the center.

**Q: What if the center is full when I want to use it?**

A: Employees are asked to sign up to use cardio equipment. They are also asked to limit use to 30 minutes during peak hours (11am-1pm and 4pm-6pm M-F). If an employee does not sign up for equipment, they may be asked to discontinue use of the machine by the person that has a reservation for the equipment. Instructions to sign up for the equipment will be given to employees during orientation.

**Q: Are the center hours, equipment provided and operational policies subject to change?**

A: Once employee use patterns and needs are determined, the center operational policies are subject to change.

**Q: Which City Department will oversee the center's operations?**

A: The Department of Human Resources and the Healthy Columbus program will manage the center's operation (645-8624).

**Q: How often will the center and equipment be cleaned?**

A: The Facilities Division staff will be responsible for cleaning floors, emptying trash and the locker/ bathroom areas. All users are expected to clean the equipment thoroughly after each use. Fit Wipes will be provided for this purpose.

**Please note the Front Street Fitness Center hours, operational policies and equipment supply are subject to change. Every effort will be made to provide information about any changes with as much notice as possible.**

## **Do You have More Questions?**

If your question hasn't been answered in this document, please send it to [jemorel@columbus.gov](mailto:jemorel@columbus.gov).

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