

Donaldson Run Recreation Association

<https://drra.org>

2024

Handbook

Season Dates

May 11 - September 29

Table of Contents

Elizabeth Draeger Award Recipients	2
2024 Officers, Directors, and Other Pool Contacts	3
Operating Rules and Regulations	4
Past Presidents	15
DRRA Shareholding & Full Summer Membership Roster - found on https://drra.org - login with membership number	*
By-Laws – found on https://drra.org	*

Elizabeth Draeger Award Recipients

For exemplary volunteer service

1989 Barbara Casio	1990 John Duran
1991 Fred Jonasz	1992 Charles Magee
1993 Alyce Lovelace	1994 Richard Hanneman
1995 Krista Amason, Iris Beckwith	1996 Bruce Hayes, Ellen Carter
1997 Rob Carter	1998 Lucia Levendis
1999 Howard Beales	2000 Bill Shontell
2001 Karen Hanneman	2002 Warren Amason
2003 Bob Ballen	2004 Beth Bailey
2005 Alyce Lovelace	2006 Stuart Raphael
2007 Gwyneth and Scott Radloff	2008 Ken Carpenter, Nita Wade
2009 Tony and Pam Taylor	2010 Rose Kehoe
2011 Madeline & Steve Fleckenstein	2012 Linda Griggs
2013 Ken Longnecker	2014 Kris Marceca
2015 Samantha Trainum	2016 Laura Weiberg
2017 June Ventura	2018 John Gustafson
2019 Mike Griffin	2020 Madeline Fleckenstein
2021 Christy Evans	2022 Michael Ledford, Trish Madden
2023 Michael Nugent	

2024 OFFICERS

President	Mike O'Brien president@drro.org	(202) 412-6881
Vice President	Doug Levy vp@drro.org	(703) 568-0108
Corresponding Secretary		
Recording Secretary	Lew Sawyer lewsawyer@gmail.com	(703) 930-5383
Treasurer	Michael R. Clark	(202) 841-7885
Parliamentarian-Historian	Deirdre Dessingue	

DIRECTORS

Term Expiring December 2024	
Levi Bracken	Brian Shiker
Greg Gromada	Ben Tsuchitani
Mindy Kaiden	Gabby Gergely
Term Expiring December 2025	
Bob Hutchison	Cindy McCool
John Fayer	Carol Chin-Fatt
Brent Olson	Dan Greenwood

Swim Team Representatives	Dive Team Representatives
Dan Maloney (301) 466- 7860 danmaloneyva@gmail.com	Sarah McDonnell (312) 550-6507 sjmcdonnell@gmail.com

Assistant Treasurer	Membership Coordinator
Peter Fallon (571) 213-4415	Karen Hanneman 703-527-4604

All communication regarding membership should be directed to the

Membership Coordinator, DRRA, Inc.
4305 N. 24th Street, Arlington, VA 22207
membership@drro.org

POOL ADDRESS AND TELEPHONE

2729 Marcey Road, Arlington, VA 22207
Front desk (703) 522-3115
DRRA Administration (703) 527-4604
General Manager: manager@drro.org

The handbook is for use by the members and staff of the Association.
Using it for socialization is not allowed.

For all events, social events, activities, swim and dive team schedules, and operating hours for the pool, please visit the DRRRA website at <https://drra.org>

OPERATING RULES AND REGULATIONS

The following rules and regulations are for the protection and benefit of all members and their guests. They are designed to ensure safe and sanitary operations of your Association's facilities and include safety and health requirements contained in County ordinances. Members are requested to instruct their children and guests to observe all rules and regulations and to obey all instructions of the Pool Managers and lifeguards. Failure to comply with these rules shall be considered sufficient cause for suspension of privileges as specified in these Rules and Regulations and in the Bylaws of your Association.

A. Notes to Schedule

1. Wading Pool. On weekday mornings, when swim and dive practice is held, the wading pool is open and may be used by all children under age 5 of members.
2. Swim Meets.
 - a. On those Saturdays when competitive swim meets are held at the pool, the pool will open for general swimming at approximately 1:00 p.m. or at the Pool Manager's discretion.
 - b. On weekday evenings (generally Mondays), when competitive swim meets are held at the pool, the pool will close for the evening at 4:45 p.m.
 - c. See Swim Team Schedule at <https://drra.org> for scheduled dates and note that times can change due to weather-related delays, cancellations, or other circumstances.
3. Dive Meets.
 - a. On those weekdays (generally Tuesdays) when competitive dive meets are held at the pool, the dive well will close at 4:00 p.m., and both the main pool and wading pool will close for general swimming at 5:45 p.m.
 - b. On weekdays (generally Thursdays), when developmental meets are held, only the dive well will close at 4:00 p.m.
 - c. When hosting large events such as Wally Martin and Divisionals, the facility may remain closed all-day.
 - d. See Swim and Dive Team Schedule at <https://drra.org> for scheduled dates. Times can change due to weather-related delays, cancellations, or other circumstances.

B. Lap Swimming

- a. Lanes allocated for lap swimming areas are marked with lane lines.
- b. Select the lane appropriate to your speed. Slower swimmers should choose the lane nearest the wall.
- c. If there are more than 2 people per lane, circle swimming is in effect. Swim to the right of the black line painted on the bottom of the pool or guided by the lane lines.
- d. When swimmers of different abilities share the same lane, slower swimmers should pause momentarily when they reach the wall (keeping to the right), so faster swimmers may go ahead.
- e. To pass a slower swimmer, pass at the end of each lap, after tapping the foot of the swimmer in front.
- f. If more than one swimmer is in a lane, please do not use hand paddles.
- g. Lap swimming lanes should not be used for racing or for standing and visiting.
- h. Complaints or suggestions for revised scheduling should be given to the Manager for consideration by the Board.
- i. Adults are given preference in the use of lap lanes.
- j. The Pool Managers may change the targeted configuration of swimming lanes as appropriate to accommodate demands for the use of the pool with deference to guidelines in these rules and regulations.

C. Admission to Pool Area for Members and Guests

- a. The pool area (also called facility) is defined as the area inside the fence surrounding the main pool, wading pool, and bathhouse.
- b. Admission to the pool is based on current member information available on file.
- c. Before 6:00 PM:
 - i. Children under the age of 13 who have not passed the basic swim test must be accompanied by a person 16 years of age or older;
 - ii. Children between 5 and 8 (i.e., they have passed their 5th birthday but have not yet reached their 8th birthday) who have passed the basic swim test must be accompanied by someone 13 years or older.
 - iii. Children between 8 and 13 (i.e., they have passed their 8th birthday but have not reached their 13th birthday) who have passed the basic swim test may enter the pool alone by signing the pool register.
- d. After 6:00 PM, all children under 13 must be accompanied by a member of the Association or by a babysitter (16 years of age or older).

- e. Sunday Brunch is open to adults 18 years old and above ONLY. *Children are allowed in the facility at noon.* Participants who wish to eat at the brunch should bring a brunch item to share with everyone; coffee & tea are provided.

D. Basic Swimming Test

- a. The basic swimming test consists of swimming 60 feet freestyle, floating, or treading water for one minute, then a 360 turn and exiting the pool.
- b. The required feats must be performed to demonstrate the swimmer's ability to use the pool safely.
- c. Arrangements for this test can be made with the pool management.
- d. A Manager and/or lifeguard can request a swim test be completed by all those whom they deem questionable about their swimming abilities.

E. Guests

- a. Approval in advance is required to bring more than **eight** guests. Please call the front desk in advance for approval. Approval may be denied if the pool is at capacity or understaffed. If you wish to reserve the picnic area, see the Picnic Area section of these rules.
- b. The guest fee is \$10 per person, **except on the 4th of July** when it is \$15 per person. (no pre-purchased guest passes will be accepted on this date).
- c. Reduced-price prepaid guest passes may be purchased at the time of registration only and do not carry over from year to year.
- d. No guest fee is charged for children under one year of age.
- e. No guests are allowed on Memorial Day or Labor Day.
- f. Members must accompany their guests and leave when the member leaves – Exceptions are those with Board Member passes.
- g. Babysitters and Adult Caregivers - A pass for babysitters and adult caregivers is available for **\$100** for the season (**\$50** for Late Summer members) for use by the regular sitter or caregiver whose name is registered at the pool. The babysitter must be accompanied by the member he/she is hired to supervise.
- h. Board of Director Passes - In recognition of their contribution to pool management, members of the Board of Directors shall receive guest passes issued by the Pool President.
- i. Emeritus Members (shareholding members who are age 63 or older as of the pool opening date) can request Emeritus status, allowing

the member and their spouses, upon payment of the guest fee, to enter the facility. Emeritus Members are allowed up to 10 additional paying guests per season.

- j. President Passes - with the consultation of the Board of Directors - the Pool President shall have the authority to issue pool passes on an exception basis to address special situations.
- k. Early bird swim is designed as an adult program for serious lap swimming. Any temporary exceptions to age can be discussed with the lifeguard on duty and adjusted at their discretion.
- l. Limitation on Guests at Early Bird Swim - No member may bring more than two guests to Early Bird Swim. Prepaid guest passes are required (NO CASH).
- m. Guests may reenter the pool with a member the same day without additional charges.

F. Authorized Pool Programs

- a. The following programs are authorized to use the pool; all other revenue-producing aquatic activities must be approved by the Board of Directors:
 - i. NVSL Summer Swim Team;
 - ii. NVSL Summer Dive Team;
 - iii. Pool-Approved Swim & Dive Instruction;
 - iv. DRRRA Fitness Programs
 - 1. Water Aerobics

G. Swimming and Diving Instruction - visit <https://drra.org> for more information

- a. Swimming and diving private lesson fees must be paid to the Association (not to individual instructors) at the time of registration.
- b. The swimming and diving private lesson program is subject to the oversight of the Pool Manager and subject to the following requirements:
 - i. Swimming and diving groups and private lessons offered at the pool may be offered only by approved employees of DRRRA.
 - ii. All private swimming and diving lessons are scheduled through the lesson instructor. Contact information is posted on <https://drra.org>.
 - iii. The Pool Manager will establish minimum training and certification requirements for swimming and diving

- instructors and determine the eligibility of DRRA employees to provide swim and dive lessons.
- iv. The Pool Manager may limit the number of private swimming and diving lessons offered at the pool at any time and the number of students being taught by an instructor at any time.
 - c. As space permits, the grandchildren of shareholding (voting) members who are not residents in the member's home may participate in private swimming lessons.
 - d. Red Cross Life Saving and Water Safety classes may be taught if there are sufficient requests. All requests for such classes shall be made through the Pool Manager.

H. Picnic Area - see <https://drra.org> for more information

- a. The picnic tables may be reserved on a first-come, first-served basis. Call or stop by the front desk and complete the reservation request form. Requests are granted by the Pool Managers based on size, date, time, and other events at the time. Requests may be denied due to space and daily occupancy.
- b. Reservations of less than 20 people need to be requested at least one week in advance. Reservations of 20 people or more need to be requested at least two weeks in advance. There is a maximum of 50 total attendees, members and guests.
- c. All reservations are subject to the approval of the Pool Managers.
- d. Holiday Picnic - hamburgers, hotdogs, veggie burgers, and beverages are provided. Bring a side, main, or dessert dish to share. Holiday picnic hours are 12:00-3:00 pm. **DRRA closes at 7:00 p.m. on holidays.**

I. Swimming Pool Health and Safety

- a. Authority of Pool Managers and Staff to Protect the Health and Safety of Pool Users and to Enforce These Rules and Regulations.
 - i. General Authority of Staff - The Pool Managers, lifeguards, and other staff are in full charge of the pool and are authorized to enforce the Association's rules and regulations and to take actions to protect the safety of pool users.
 - ii. Authority to Close Pool - The Pool Manager on duty may close the pool area in the interest of safety and when weather conditions dictate.
 - iii. Eviction of Members or Guests - The Pool Managers on duty may evict for the remainder of the day any member or guest who:
 - 1. does not comply with the rules and regulations of the

- Association or;
2. argues with or does not obey the instructions of pool staff.
- iv. Supervision of Volunteers – The Pool Managers have full authority over all volunteers assisting with any activity on pool premises. Under no circumstances shall volunteers have direct supervisory authority over minors.
 - v. Suspension of Members or Guests - The Pool Managers may extend the suspension period of a person evicted from the pool for up to six days thereafter.
- b. No person shall use the pool facilities unless the pool is officially open and lifeguards are on duty.
 - c. All bathers shall take a shower bath using soap and warm water and thoroughly rinse off all soapsuds before entering the pools. All bathers leaving the pool area for any reason shall shower before returning to the pool. Also, bathers should shower before entering the pool after long periods of sunbathing.
 - d. Any person who has a skin disease, nasal or ear discharge, inflamed eyes, or any communicable disease, or who is wearing any kind of bandage may not enter the pool.
 - e. Persons having any considerable area of exposed sub-epidermal tissue, open cuts, blisters, etc., are warned that these are apt to become infected and are advised not to use the pool.
 - f. The blowing of the nose and expectoration in the pool is prohibited.
 - g. All persons are requested to stay clear of lifeguard stands.
 - h. Articles of food, including candy and soft drinks, are allowed only in designated areas and are not allowed on Pool decks.
 - i. **No glass of any kind is allowed on the DRRR property.**
 - j. No chewing gum is allowed in the pool area.
 - k. Smoking/vaping is prohibited anywhere on the grounds of DRRR.
 - l. Admission to the DRRR property shall be denied to anyone appearing to be under the influence of alcohol, drugs, or otherwise disruptive.
 - m. No food or drinks are allowed on pool decks at any time (except for plastic water bottles and refillable metal/plastic water bottles). No aluminum cans of any kind, including those containing water or flavored water, are allowed.
 - n. Anyone entering the DRRR whose actions may be detrimental to the health and safety of any person or to himself shall be asked to leave the area.
 - o. All bathers are cautioned not to become over-fatigued. A rest period is called for 10 to 15 minutes of each hour; all children under the age of 15 shall leave the main pool water until the rest period has been terminated by the Pool Managers or the lifeguards.

- p. Running, pushing, wrestling, ball playing, or causing an undue disturbance, or performing actions that are considered by the Lifeguard or Pool Manager to be detrimental to the health or safety of members or their guests is prohibited.
- q. Approved flotation devices in the main pool (provided the pools are not too crowded, at the manager's discretion) include:
 - i. Coast Guard certified vests or "puddle jumpers." A responsible adult must remain in the water within arm's length of the child, wearing the life vest at all times.
 - ii. Pool noodle.
 - iii. Kickboards for lap swimming or in use as a teaching device.
 - iv. Water walking equipment.
 - v. ALL other floats are prohibited in the pool except when permission is granted by the Pool Manager on special occasions, such as float nights.
- r. Outdoor sporting equipment is prohibited in the pool, including soft or hard footballs, soccer balls, baseballs, and kites.
- s. Round fabric soft water balls, SMALL torpedoes, and SMALL squirt guns are permitted in the pools when there is a limited number of people in the pool, and it does not disturb other members. *Lifeguards have the right to revoke usage when they see the need.*
- t. A facemask is not permitted in any pools.
- u. Persons unable to pass the basic swimming test should not enter deep water. See the rule defining the basic swimming test.
- v. Bathers shall not swim in the diving area.
- w. All persons shall stay clear of ladders except when entering or leaving the pool.
- x. No pets of any kind are permitted in the pool area while open. Never leave pets unattended in vehicles or tethered anywhere at DRRRA.
- y. No wheeled vehicles (except strollers or wheelchairs) or playpens are allowed in the main pool area.
- z. When driving into the DRRRA parking lot, please obey the one-direction signs at all times and a speed limit of 5 miles per hour. Faceforward parking is required, pulling as far into a space as possible.
- aa. Rules having a specific application to children:
 - i. **All swimmers entering either pool must wear swimsuits. All swimmers two years old and younger, and all other non-toilet trained bathers, must wear a swim diaper with the addition of tight-legged rubber/plastic pants.**
 - ii. Changing clothing or diapers must be done inside changing rooms by order of the Health Department.
 - iii. Proper attire is required for all ages.

- iv. Main Pool - Children under the age of 5 years who have not passed the basic swimming test must have an accompanying adult in the water within arm's length at all times.
- v. Wading Pool - Only children 5 years or younger may use the wading pool.
- vi. Parents or babysitters are required to watch their children in the wading pool since the lifeguards' duties extend primarily to the main pool.
- vii. Children shall not be left unattended.

J. Diving Rules

- a. Only one person will be permitted on a diving board at a time.
- b. Do not dive from a diving board until the previous diver has exited the pool or cleared the diving area.
- c. Dive in a forward direction only. This does not prohibit standard dives that are made facing the diving board.
- d. Any horseplay on a diving board is strictly prohibited. This includes repeated jumping up and down on the end of the board.
- e. Divers, upon surfacing, shall swim either out of the diving area or to the nearest ladder in the diving area and leave the pool.
- f. Goggles or any eyewear are not permitted when using diving boards.

K. Association Grounds and General Rules

- a. Members and guests shall observe traffic signs in driving to the Corporation's property and shall not trespass on property adjacent to or near the Corporation's property.
- b. Members shall drive slowly (no faster than 5 miles per hour) and carefully on the driveway and parking lot.
- c. The Association is not responsible for loss or damage to personal property.
- d. The cost of any damages to the Association property caused wilfully or as a result of failure to obey the operating rules and regulations will be charged to the responsible member of the Association and will be charged to the sponsor-member if a guest is responsible for the damage.
- e. All bicycle riders are to ride carefully and shall use the area designated for the parking of bicycles located in the parking lot.
- f. Alcoholic beverages are not permitted on the Association's property, except as authorized under these Rules and Regulations.
- g. All refuse shall be placed in the containers provided for this purpose.
- h. Abusive, offensive or profane language is prohibited on the DRRR property.

- i. Late Payment of Fees: Full Summer members must pay their dues by the designated due date. Shareholders who miss the due date incur a late penalty.
- j. The foregoing penalty is in addition to the provisions for termination of membership set forth in Article X, Section 6 of the Bylaws.
- k. The foregoing penalty may be modified in specific cases only by the Board of Directors if a good and sufficient reason for late payment is established to the Board's satisfaction.
- l. No member or associate member may use the Association's facilities until dues, together with the penalty set forth above, have been paid.
- m. Partial Payment of Dues
 - i. A member moving from the Metropolitan area is entitled to the following refund of annual dues paid: full refund if moved before the pool opens; 50% refund if moved before July 15.
 - ii. A member returning to the Metropolitan area after July 15 pays only one half of the year's dues.
 - iii. No adjustments in dues are made for absences for vacation periods.
- n. Handicapped Access to the Pool. Handicapped pool users may enter the pool area in a car driven to the back gate located by the lower end of the gravel service road. If you wish to use the service road to bring a handicapped person to the pool, call the pool desk ahead so the staff can open the back gate. Cars must return to the parking lot after unloading and may not remain parked by the service road entrance. Authorized handicapped vehicles are permitted to park in designated spots at the back gate area as directed by pool management.
- o. All requests for letters of recommendation for former employees shall be directed to the Pool Manager. DRRA's policy provides only for verification of job title and dates of employment. DRRA will not confirm salary information. Requests for reference checks on current and former employees should be referred to the Pool Manager, the President, Vice President, or Treasurer.
- p. The volleyball area is to be used exclusively for the game of volleyball. All players must shower before entering either the main pool or the wading pool.
- q. The Operating Rules and Regulations may be revised as required by the Board of Directors. The most current version will be posted to <https://drra.org> with a revision date.
- r. ***Violation of Rules. Use of the facilities may be suspended for a voting member, a voting member's spouse, an associate member, and guests of a member (i) who does not comply with the rules and regulations of the association; (ii) who argues with or does not obey instructions of pool***

staff; or (iii) who uses aggressive, abusive, profane, lewd or threatening language towards staff, members, or guests." Pool use privileges of a voting member and/or his or her spouse may be suspended under Bylaws, Art. VI, sec. 3(c) based on the conduct of an associate member or guest of that voting member or his or her spouse.

L. Heavy Rain, Lightning/Thunderstorm Conditions Policy

Safety for all of our members and staff is our highest priority. Inclement weather is a routine occurrence, and we have policies to follow during extreme weather events. These policies are not negotiable, and we ask that you take them seriously for your safety and those around you when they happen. Listen to the Pool Manager on duty and follow their instructions. Failure to listen or take safe shelter may lead to injury or worse. Disregarding these policies may lead to the loss of membership privileges.

- a. The DRRR Main Pool will close whenever the pool bottom in all areas is not clearly visible. Flash flooding, downpours, and cloudy water are examples of this occurrence. The DRRR main pool will open as soon as conditions improve. Members may stay on the grounds.
- b. DRRR will close when lightning is seen or thunder is heard, noticed, or reported within 10 miles of the facility.
- c. When a staff person or loudspeaker announces to exit the facility or the pool water, you must immediately follow the directive.
- d. For your safety, when you exit DRRR for a lightning/thunderstorm event, members should immediately leave the pool facility and take shelter in a hardtop vehicle. Please don't touch the radio dial or the door handle if they are metal.
- e. For your safety, when you exit DRRR for a lightning/thunderstorm event, you are not allowed to stand or sit outside anywhere on the property. This includes all areas inside and outside the fence, including the parking lot.
- f. Those who cannot safely take cover in their cars are expected to leave DRRR property and seek safe shelter.
- g. Staff will seek safe shelter inside the bathhouse. Their lives will not be placed in danger to enforce safety protocols by going to the parking lot.
- h. DRRR will open 30 min after the last lightning is seen or thunder is heard, noticed, or reported within 10 miles of the facility.
- i. Due to the amount of electricity in the area, DRRR will not answer the telephone or cell phone until 30 minutes after clearance.
- j. The closing and opening of the facility will be announced on our X (formerly Twitter) feed and website.
- k. The use of showers/snack bars/changing rooms is prohibited.
- l. The sale of items will stop while DRRR is closed for lightning/thunderstorm

events. The snack bar will immediately close.

M. Heavy Rain, Lightning/Thunderstorm Conditions Policy for Swim and Dive Events

- a. Due to the lack of space inside the bathhouse and all staff's safety, everyone will be asked to exit the facility and go to safety. The only exceptions will be the following swim or dive team rep and staff: General Manager, Assistant Managers, lifeguards, front desk, and snack bar staff that are on duty. These remaining staff members are to stay inside the bathhouse, undercover, and away from the flagpole.
- b. Marshalls at the event should help with the exit and safety of all participants and spectators.
- c. All food, beverages, and vending will stop at the first announcement of closure and will stay closed until DRRR is cleared to open. No sales are allowed in the parking lot.
- d. Those who cannot safely take cover in their cars are expected to leave DRRR property and seek shelter.
- e. Communication with the visiting team about DRRR policy is required by Team Reps before the swim or dive meet.

DRRA PAST PRESIDENTS

2023	Mike O'Brien	2022	Lew Sawyer
2021	Lew Sawyer	2020	Bob Hutchison
2019	Bob Hutchison	2018	Bob Hutchison
2017	Ken Longnecker	2016	John Fayer
2015	John Fayer	2014	David Rehr
2013	David Rehr	2012	Patricia Connally
2011	Mike Griffen	2010	Bill Cowden
2009	Greg Love	2008	Rose Kehoe
2007	Ken Carpenter	2006	Shelley Micali
2005	Stuart Raphael	2004	Jim Rubinger
2003	Ruth Sagar	2002	Beth Bailey
2001	Warren Amason	2000	Karen Hanneman
1999	Bill Swedish	1998	Darcy McDonald
1997	Darcy McDonald	1996	Bill Shontell
1995	Bill Shontell	1994	John Colvin
1993	John Colvin	1992	Bill Teale
1991	Bill Teale	1990	Peter Cascio
1989	Tish Nystrom	1988	Peter Petrucci
1987	Jacques Depuy	1986	Cliff Rigsbee
1985	Phil Kellogg	1984	Peter Hughes
1983	Margie Gustafson	1982	Craig Dorman
1981	George Miller	1980	Jerry Hoganson
1979	Jerry Hoganson	1978	Sonja Elmer
1977	Graham Wright	1976	Dave Ryan
1975	Donald Showers	1974	William Chipman
1973	John Sullivan	1972	Porter Garland
1971	Franz Gimmler	1970	Bernie Cahill
1969	Robert Bast	1968	French Clevinger
1967	Robert Neuman	1966	Richard Hirshberg
1965	Warren Love	1964	John Plott
1963	John Coggins	1962	Don Breeding