

# Recreational Facilities Rules and Guidelines

2009

## PARKWOOD MAINTENANCE ASSOCIATION

1600 N.E. Loop 410, Suite 202

San Antonio, Texas 78209

Office (210) 829-7202 Fax (210) 829-5207

Pool (210) 558-7534

### 1. Introduction:

The safety and enjoyment of the members of the community are of primary concern in the operation of our pool at Parkwood. If we show courtesy and consideration for others in our use of the pool and cooperate with the lifeguards in their daily management of the pool, only a minimum of rules and guidelines should be needed.

Lifeguard(s) will be on duty and in charge of the pool area when it is open. We appreciate your cooperation with the lifeguards' directives or requests regarding safety. Please abide by the rules and guidelines, and curtail any activity that interferes with the swimming enjoyment of others. **Lifeguards have the authority to remove any person from the pools** for violation of rules or for conduct contrary to good order and discipline or detrimental to the health and safety of others.

### 2. 2009 Schedule & Hours of Operation:

#### Pre-Season (May 17 - June 1)

##### Contingent on Lifeguard Availability & Usage

Open Weekends in May. Sat-Sun: Noon-8 p.m.

#### Memorial Day (May 26)

Noon-8 p.m.

#### Main Summer Session (June 5 - Beginning of School)

Tues-Fri: 9 a.m.-Noon (lessons, swim team, and adult lap swim only - *tentative schedule*)

Tues-Sun: Noon-8 p.m. (general swim)

*Closed Mondays for maintenance & operations (except Memorial Day and Labor Day)*

#### Post Season (September 6 - September 27)

##### Contingent on Lifeguard Availability & Usage

Open Weekends September. Sat-Sun: Noon-8 p.m.

#### Labor Day (Sept 1)

Noon-8 p.m.

#### Last 10 minutes of each hour - Adult Swim Only

The pool season may be extended depending on weather conditions, lifeguard availability, and swimmer demand. The Association or Pool Manager reserves the right to close the pool at any time for emergency or repair purposes.

### 3. Entry & Pool Use:

a. Persons **using the pool do so at their own risk**. The Association is not responsible for accidents, injuries or loss of personal property. The ultimate responsibility rests with the pool user.

b. Only Association members in good standing (those who have paid annual assessment fees as required), their tenants, and their accompanied guests are permitted to use the pool and pool area. Prior to using the pool facility, each resident is required to register. See #4 Swimming Registration.

c. Pool users and their guests are required to sign in when entering the pool area.

d. The pool facilities were designed and built for the primary use and recreation of Parkwood residents, their guests and their visiting relatives.

e. Use of the pool is limited to hours when lifeguards are on duty. No unsupervised swimming is allowed.

f. The last 10 minutes of each hour is reserved for adult swimming only. All other persons must be completely out of the pool.

g. As conditions change and use of the pool increases, it may be necessary for the Pool and Recreation Committee to make recommendations to the Board of Directors for changes, such as the need for charging for guests, limiting the number of guests, and more definitive rules for conduct.

### 4. Swimming Registration:

Swim lesson registration information will be available when the pool opens. You may contact the lifeguard staff for more details at 558-7534 for more details. You may also call the Association office at 829-7202 for more information.

#### 5. **Guests:**

- a. Association members in good standing may bring to the pool up to **2 guests per household at any one time**. The host Association member must accompany his/her guests at all times. The host is responsible for his/her guest's conduct at all times.
- b. The lifeguard(s) may limit the number of guests or request guests to leave in the event of safety concerns or over-crowding.
- c. A guest cannot be a non-paid member of the Association. Members who have not paid their assessments may not enter the pool or pool area as a guest of a paid member.

#### 6. **Private Pool Parties:**

- a. Association members in good standing may reserve the pool facility for private parties. The Association member must be present at the party at all times.
- b. Members may request private pool party reservations by completing a Pool Lease form, available through the Association office at **829-7202 ext 154**. Members reserving the pool do not automatically have use of the Pavilion. See #10 Picnic Pavilion. Parties must be arranged at least 2 weeks in advance.
- c. All pool rules and guidelines specified herein apply during all pool parties.
- d. **Alcoholic beverages are not permitted. Excessive loud music is also prohibited.**
- e. In the event that LESSEE or LESSEE's guests do not follow all rules during use of leased premise (time limit, noise limit, etc.), the Board may, at its discretion, impose a **\$200 "Failure to Conform" fine**. The board may also retain the Deposit Fee and/or revoke future lease privileges.
- f. Private pool parties may be held after Memorial Day and prior to Labor Day during the following hours:

Tues-Sun: 8:30 p.m.-10:30 p.m.  
Sat-Sun: 9 a.m. - Noon

- g. Parties may not be held on the cleaning/maintenance day (Mondays).
- h. Scheduling of pool parties is contingent upon lifeguard availability and swim team schedule. Parties may not be scheduled during swim team events.
- i. At least 2 Association lifeguards are required for all private parties with up to 25 guests. An additional lifeguard is required for each additional 25 guests. The cost of lifeguards is **\$20 per hour per lifeguard**.
- j. No more than 75 guests are allowed at private parties.
- k. The term "guests" include swimmers, non-swimmers, siblings and parents of attendees.
- l. The Pool Manager reserves the right to require additional guards for special circumstances and age considerations.
- m. The pool area is to be used for swimming parties only. The Board of Directors discourages use of the pool area for gatherings that could be held at the homeowner's residence.
- n. In addition to the cost of lifeguards, a **\$40 flat usage fee** and a **\$200 deposit** are required. The deposit will be refunded if the facility is properly cleaned and has no damage at the conclusion of the party. **Cancellations must be made at least 2 weeks in advance, or the deposit refund will be less the lifeguard fees.**
- o. All parties must end by 10:30 p.m. **All trash must be removed from the area immediately following the party or a CLEAN UP charge will be assessed to your deposit.**

#### 7. **Pool Conduct Rules:**

##### a. **Not permitted in the pool area:**

- Alcoholic beverages
- Smoking
- Running or excessive horseplay
- Loud, abusive or vulgar language
- Electrical cords
- Frisbees, balls, rafts or throw toys
- Inner-tubes more than 24 inches in diameter
- Bicycles or skateboards
- Pets (except service animals)
- Glass and breakable items
- Diving in water less than 6 feet deep

- b. Please confine food to the picnic area only.
- c. The only wheeled vehicles allowed on any of the common areas are baby carriages.

- d. Battery operated radios are permitted at low volume only.
- e. Pool users must be properly attired in swim wear. No cut-off pants are permitted. Lifeguards will use their judgment in determining what is proper attire.
- f. Disposable diapers must be covered by plastic pants.
- g. Persons with communicable diseases, excessive sunburns, bandages or open cuts or sores are not allowed in the pool.
- h. Children under age 10 must be accompanied by an adult (18 or older) at all times.
- i. Children ages 10-12 may swim unaccompanied if they pass the swimming proficiency test; for test schedules contact lifeguard staff.
- j. Children may swim for a maximum of 2 hours at a time. After 2 hours, unaccompanied children must leave the pool area for at least 1 hour.
- k. A responsible adult must be within reach of each non-swimmer child at all times. Parents are responsible for their children.
- l. The Association reserves the right to deny pool privileges to anyone and may close the pool any time for maintenance, operational problems, or safety concerns.
- m. Pool rules and hours of operation may be changed by the Board of Directors at any time.
- n. Failure to comply with these rules shall be considered by the Board of Directors as sufficient cause to restrict pool usage.
- o. Suspension of pool privileges due to misconduct:
  - 1<sup>st</sup> offense – 1 day suspension
  - 2<sup>nd</sup> offense – 3 day suspension
  - 3<sup>rd</sup> offense – suspended for the rest of the summer
  - Parents will be notified upon each incidence.

Suspensions may be appealed to Board of Directors.

#### **8. Lessons & Swim Team:**

- a. **Swimming Lessons are available on a first come, first served basis. Due to varying abilities, some shuffling of classes may occur. Lessons are available to children ages 4 and older.**

**For information on class costs for 8 sessions contact the lifeguard staff at the pool phone 558-7534.**  
Classes must have a minimum of 3 students, and a maximum of 4 students.  
Classes are scheduled Tuesday through Friday between 9 a.m. and Noon.  
Classes are ½ hour long.

#### **9. Picnic Pavilion**

- a. Any resident may use the Pavilion when it is not reserved for a private party; however a reservation gives priority to the lessee for exclusive use of the pavilion.
- b. Association Members in good standing may reserve the Pavilion for private use.
- c. Members may reserve the Pavilion by completing a Pavilion Lease form, available through the Association office, at least 14 days before the planned event. Members reserving the Pavilion do not automatically have use of the pool. *See #6 Private Pool Parties.*
- d. A \$40 flat usage fee and a deposit of \$200 is required to reserve the Pavilion. The fee helps defray the costs of maintenance and cleaning.

#### **10. Lighted Tennis Courts**

- a. Association Members in good standing and their invited guests may use the tennis courts. Members must accompany their guests at all times. Patrol may check ID's to insure those using the Tennis Courts are residents of Parkwood Maintenance Association.
- b. The code may be acquired from the management company by dialing 829-7202.
- c. The tennis courts are open daily from 7 a.m.-9 p.m.
- d. Court lights must be turned off when not in use.
- e. Children under age 13 must be accompanied by an adult after 6 p.m.
- f. Conduct rules:

- Players must wear tennis shoes. No bare feet or other types of shoes are allowed.
- No bicycles, skateboards, or other wheeled objects are permitted on the court surface.
- No alcoholic beverages, glass or breakable items are allowed in the court area.
- No pets are allowed in the court area.
- Only players are allowed on the courts. Spectators are allowed in the court area only with the consent of those playing.
- Please observe proper tennis etiquette, and be courteous and flexible in observance of the rules.

g. The Association reserves the right to close the tennis courts at any time for maintenance or safety concerns.

h. The Association may modify these rules at any time.

**11. Jogging Trail:**

The jogging trail is open daily until 10 p.m. Please keep noise to a minimum, since it runs along the back of many residents' houses.

Wheeled vehicles are not allowed on the trail.

**12. Children's Playground:**

The playground is open daily from dawn until dusk. Please keep the area clean and free of food scraps that will attract ants and animals.

Children under 13 years old must be accompanied by an adult.

**13. Marquee:**

The Marquee, located in front of the pool facilities on Autumn Park, carries announcements for the neighborhood. Messages are changed weekly.

Contact our volunteer via email at [pwmarquee@hotmail.com](mailto:pwmarquee@hotmail.com) to place a community announcement on the Marquee.

**Helpful Numbers:**

All Emergencies	911
Animal Control Facility	737-1442
City Public Service	225-2541
Code Compliance	311
EMS Ambulance	911
Fire - Non-emergency	227-8341
Parkwood Maintenance Association office Marisela Delgado, Association Manager	829-7202
Parkwood Pool	558-7534
Poison Center	1-800-222-1222 or 1-800-764-7661
Pool Maintenance Fletcher Watson, Lifeguard/Pool Manager	1-800-949-9645
Police - Non-emergency	227-8341
Post Office Information	650-1630
San Antonio Water Systems Emergencies	227-6143
ATT Repair	1-800-246-8464
CPS	353-2222
Time & Temperature	226-3232