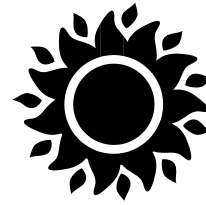


*Summerfield North – Wycombe Manor
Swim and Racquet Club
2020 Information Packet*



The 2020 pool season is coming SOON and many folks are getting excited! We have purposefully delayed sending this packet in order to get more information about how our summer is going to look due to the COVID-19 pandemic. We are currently monitoring North Carolina's State Executive Orders as it relates to our club and offerings. **We will likely not be able to open until May 22nd AT THE EARLIEST!** More than likely, it will be May 30th or early June. We want to open SAFELY, as soon as possible, so please stay tuned! We will continue working with Aquatic Management Group and our associations to formulate an opening plan. After opening, some COVID-19 guidelines may apply to us including capacity limits, increased sanitation requirements and social distancing requirements. These guidelines will be posted at the pool and we will do our best to communicate this to our members. Thank you in advance for your patience during these unprecedented times.

Please review the important information about the policies and procedures which will apply to the Swim & Racquet Club. Applications are included for those interested in joining for the first time; existing members do not need to resubmit the applications. The Board of Directors is also extending a limited number of memberships for interested individuals living outside of the neighborhood. If you have a friend or family member outside of the neighborhood interested in joining, please share this information with them.

Payment Reminder: All Summerfield North accounts must be paid in full by Mandatory and Voluntary members before access to the pool is granted. The Board of Directors is allowing fees to be paid monthly, but you must be current by the beginning of the pool season. If you need assistance with your account, please contact Towne Properties at 984-220-8677. The 2nd special assessment payment of \$175 must also be paid by June 1st. (This is the last year of this special payment). There have been some mistakes with special assessment payments with our transition from the previous association management company. If you see some errors, please contact Towne Properties for a resolution. Inactive voluntary members will be removed from the roster at the end of each pool season. To rejoin, a new member application must be submitted along with the initiation fee for that year. If you do not wish to join for the 2020 pool season, please contact EstreesMarshall@TowneProperties.com to be removed from the member list.

Thank you for your support!

SUMMERFIELD NORTH-WYCOMBE MANOR SWIM AND RACQUET CLUB
VOLUNTARY MEMBERSHIP AGREEMENT
NEW MEMBER INFORMATION

| | |
|----------------|-------------------------------|
| Initiation Fee | \$200.00 (Reduced from \$400) |
| Annual Dues | \$492.00 |

Please Print

Name: _____ Spouse: _____
 Last First Last First

Address: _____

Phone: _____ (h) _____ (m) _____ (w)

Children's names and birth dates:

In case of emergency contact: _____ Phone: _____

Please return to: Summerfield North
 PO BOX 99149
 Raleigh, NC 27624 ATT: Estrees Marshall

Check must be payable to Summerfield North.

*If you live outside of the *designated areas* for voluntary membership, you are applying for a Friends and Family Membership. You must include a referral letter with contact information from a member of at least one year. The referral will be contacted to confirm the letter.

Referral Name: _____ Address: _____

I understand that upon joining Summerfield-Wycombe Swim and Racquet Club, I agree to payment of dues as outlined and that my family and I will abide by all rules and regulations of the club.

Signature: _____
Date: _____

VOLUNTARY MEMBER PRORATION POLICY

Voluntary members joining the recreation facility or moving from the neighborhood will have their yearly dues prorated on the following basis:

| | <u>Payment Joining</u> | <u>Refund Moving</u> |
|-------------------------|------------------------|----------------------|
| Before June 1 | Full | Full |
| June 1 thru June 30 | Full | 66% |
| July 1 thru July 31 | 66% | 33% |
| August 1 thru August 31 | 33% | -0- |

PAYMENT POLICY

Voluntary and Mandatory Members

The assessment amount for mandatory and voluntary members is \$492.00.

Inactive voluntary members will be removed from the roster at the end of each pool season. To rejoin, a new member application must be submitted **along with the initiation fee** for that year.



2020 Summerfield North Swim Team

TBD. Decision has not been made from our TSA reps. Stay tuned.

GENERAL POLICES

1. Mini-bikes, bicycles, and skateboards are not allowed inside the parking lot. All bicycles must be parked in the bike rack provided. If the bike rack is full, then bikes must be parked neatly near the bike rack.
2. Unlicensed motor vehicles are not allowed on the club premises, including the parking lot.
3. Parking is permitted only in the marked spaces of the parking lot.
4. Loitering is not permitted on the club property, which includes the entrance, the clubhouse, and the parking lot.
5. Members are requested to place trash in trashcans and to extinguish cigarettes properly in the appropriate receptacles before entering the pool. This is a non-smoking facility.
6. Parents are responsible for the supervision of activities of their younger children at all times while the children are at the club.
7. Parents are responsible for the conduct of their children at the club at all times. Misconduct may cause the child and/or parents to be suspended.
8. Entrance for all outside activities is the pool check-in stand. Members and guests are required to sign the register during pool hours.
9. The club premises will be closed between the hours of 11:00 PM and 6:00 AM, except during scheduled special or social events, or as authorized by the MANAGER.
10. No one will be allowed on the club premises after the published or posted operating club hours. The hours will be determined by the BOARD OF DIRECTORS.
11. All persons using the pool do so at their own risk. The club assumes no responsibility for injury or damage resulting from such use. The responsibility of parents continues while children are in the pool area.
12. Pets are not allowed inside the enclosed fence or in the clubhouse.
13. Telephone calls are limited to one minute.

SWIMMING POOL POLICIES

1. Swimming is permitted only when lifeguards are on duty.
2. A soap shower is recommended before entering the water.
3. Persons with open wounds, sores, or skin infections will not be permitted in the pool, per the Wake County Health Department.
4. All trash, including waste paper and cigarettes, should be deposited in appropriate receptacles.
5. A waiting period of 30 minutes is recommended after heavy eating before entering the water.
6. Glass of any sort is not allowed in the pool or the patio area.
7. INFLATABLE DEVICES WILL ONLY BE ALLOWED IN THE POOL AT THE DISCRETION OF THE LIFEGUARDS AND THE POOL MANAGER. During crowded times, members may be asked to remove floats.
8. VISITING OR TALKING WITH LIFEGUARDS IS NOT PERMITTED WHILE THEY ARE ON POOLSIDE DUTY.
9. Running, profanity, improper conduct or any behavior that is potentially dangerous is not permitted.
10. Swimming under the diving board and slide is not permitted. Only one person is allowed on the diving board or slide at any time. DURING CROWDED TIMES, THE DIVING BOARD AND SLIDE MAY BE CLOSED.
11. Gum chewing is not permitted in the water or on the pool deck.
12. When a storm comes (thunder and/or lightning), the lifeguards will call everyone out until safe swimming conditions return.
13. Only the lifeguards, club staff, and authorized persons are permitted in the check-in stand and lifeguard room.
14. Only the POOL MANAGER, assigned lifeguards, and authorized persons are permitted in the pump room.
15. Loitering near the pool entrance will not be permitted.
16. The lifeguards and POOL MANAGER are responsible for monitoring the conduct in the club areas. Their instructions must be followed at all times.
17. Playing or loitering in the bathhouses is not permitted.
18. All members must sign the register at the check-in stand. The appropriate guest fees must be paid.

19. Swimsuits are required for swimming. "Cut-offs" are not permitted in the pool. (Strings from cut-offs can severely damage the pump and filter system.)
20. Pool furniture can only be saved or reserved for members of your immediate family or guests, and only for fifteen (15) minutes. You cannot save or reserve them for other members. To alleviate chair shortages on weekends, we are asking children under 12 to leave their belongings with their parents and not to occupy a chair for a towel.
21. All lost and found articles will be kept in a box near the check-in stand. All articles not claimed at the end of the season will be discarded.
22. Children eight (8) years old and above must pass the deep-water swimming test before they may be left at the pool unsupervised. It is the parent's responsibility to make sure their child passes the swim test. **Parents are reminded that the staff is not a babysitting service and all children are required to obey the rules. **
23. Parents are responsible for all children using the slide.
24. No diving into shallow end (two foot) and into the kiddy area. PARENTS PLEASE PAY SPECIAL ATTENTION TO THIS – PREVENT ACCIDENTS!
25. All diaper wearers must also have on snug-fitting rubber pants and a bathing suit over the diaper or a swim diaper.
26. All lifeguards will be monitoring music played on individual radios.
27. Parents are required to stay with their children under five (5) years of age in the wading area of the pool.
28. For safety reasons and for adult swimming, the pool will be cleared at ten till the hour for a ten minute lifeguard break.
29. Smoking is not permitted inside the pool fence.
30. Diving – Only persons who have passed their swim test may go off the diving board, unless supervised by an adult.
 - * Only one person permitted on the diving board at any time.
 - * One bounce only
 - * After diving the swimmer should swim to the closest ladder.
31. Slide – Limited to children only.
 - * One person on the ladder at a time.
 - * No backward slides – only safe slides.
 - * Only persons who have passed their swim test may go off the slide, unless supervised by an adult.
32. Violation of pool regulations and/or conduct will result in suspension of pool privileges at the manager's discretion. After hours, unauthorized entry and illegal drinking will result in a longer suspension period.

CLUB GUEST POLICY

1. Members are allowed a maximum of 4 guests per household per day.
2. There will be a \$2.00 per guest fee or \$5.00 for family collected at sign-in. Any direct family member is exempt from the fee. (Limit 4)
3. Residents of the Summerfield North voluntary section may only visit the pool once per season as a guest.
4. Exact change is required when paying in cash. Pool staff will not have access to cash. You may also pay with a check to Summerfield North for the exact amount.
5. Members are responsible for the conduct of their guests.
6. Guests at club sponsored events, such as tennis matches and swim meets, which are not using the club facilities, will not be charged a guest fee.
7. Baby-sitters and relatives of a member, who visit the club with the member, and do not use any of the facilities, will not be charged a guest fee. Baby-sitters must be of middle school age or above. Children eight (8) and above may be left at the pool unattended if they have passed the swim test. Parents are reminded that the staff is not a babysitting service, and all children are required to obey the rules.
8. Guest fees must be paid at the pool check-in stand or to the POOL MANAGER. The member who brings a guest is responsible for ensuring the guest fee is paid.

TENNIS COURT POLICY

1. A \$25.00 fee is charged for each key issued. \$20.00 will be refunded when they key is returned to the management company. **The Tennis Court Key Request Form is available online at <https://www.summerfieldnorth-wycombemanor.com>.**
2. Proper attire is required at all times, including smooth soled tennis shoes. Shirts must be worn.
3. Courts are a first come basis. Please limit play time to one hour when there is someone waiting for a court.
4. The guest fee (\$2.00/guest or \$5.00/family) for using the club facilities should be paid at the pool check-in stand or to the POOL MANAGER. **Exact change is required when paying in cash or you may write a check to Summerfield North.**
5. Trash should be placed in the trash and litter baskets.
6. Proper tennis etiquette should be observed at all times.
7. DO:
 - Call a let when a ball from another court interrupts play.
 - Give up the court when your time is up.DO NOT:
 - Walk behind the other court while the ball is in play.
 - Protest or question your opponent's calls.
 - Complain or make excuses for bad play.
 - Encroach upon another member's scheduled time.
 - Talk loudly, scream, or use foul language.

8. The club premises will be closed between the hours of 10:00 PM and 6:00 AM, except during scheduled special or social events per the direction of the Board of Directors.
9. Courts may be reserved up to two weeks in advance for private lessons, clinics, and organized team matches. First Priority is given to organized team matches (USTA, WTT, RTT, RATL, etc.), second priority to clinics and private lessons, third priority to ladder matches. A court is considered "Fair Game" if you do not show up within 15 minutes of your reserved time.
10. To reserve a court: On Facebook, please join the Summerfield North Wycombe Manor Pool Group and create an event for the date you need the court. You should also post a sign up at the tennis courts.

All rules are subject to approval by Summerfield North-Wycombe Manor HOA and subject to change without notice.

BEFORE/AFTER HOURS POOL USE POLICY

This program is designed for those individuals seriously interested in lap swimming only.

Keyed System – Lock on the pool gate with non-duplicable keys.

To Obtain a Key and Swim:

1. Must be over 21 years of age.
2. Must be able to swim.
3. A \$25.00 fee will be charged for each key issued. \$20.00 will be refunded when the key is returned to the management company. **The Lap Swim Key and Agreement Form is available online <https://www.summerfieldnorth-wycombemanor.com>.**

RULES:

1. A buddy system is encouraged for lap swimming. **There is no lifeguard on duty during before/after hours use. Swim at your own risk.**
2. Two adults are allowed in pool on one key. **Absolutely No Children Allowed.**
3. **Lap swim during Daylight Hours Only.**
4. **Lap lane and shallow end use only. Absolutely No Use of the Diving Boards or Diving Well.**
5. **Absolutely No Pets** of any kind are allowed within the fenced deck area at any time.
6. **The entrance gate is self-latching and self-locking. It is the member's responsibility to make sure the gate closes securely behind them. If at any time the gate or lock malfunctions the member should report the problem immediately to the Pool Manager and or Towne Properties.**
7. **Non-observance of any rules could result in revocation of lap swimming privileges and key deposit.**

Summerfield North-Wycombe Swim & Racquet Club

POOL PARTY POLICY

1. Contact Melissa Evers, Community Service Administrator at Towne Properties to check availability (984-220-8699 or MelissaEvers@TowneProperties.com).
2. Pool parties are permitted for members through a reservation process during pool hours only.
3. Parties are limited to 3 hours and up to 20 guests, unless prior approval from the Board of time duration and guest quantity. Area and tables under awning will be reserved during the 3 hours.
4. The pool will not be closed to other members during pool parties.
5. Pool parties are not permitted during holiday periods.
6. Fees: \$55.00 Refundable Cleaning/Security Deposit
\$100.00 Party Fee

\$23.00 Per guard per hour (see Aquatic Management Lifeguard Reservation Form for additional information)
6. Pool reservation form, Host Liquor Liability Release Form, party fee, and security deposit must be received by Towne Properties at least 2 weeks prior to reservation. (see enclosed).
7. Lifeguard reservations must be coordinated with Aquatic Management Group on a case-by-case basis. If AMG determines additional guards are needed for your party, a form and fee must be received by Aquatic Management Group at least 2 weeks prior to reservation (see enclosed). Please contact Jenny Urbanski to coordinate: Office 919-600-4117, poolparty@AquaticManagementGroup.com.
8. Pool may be rented for teen parties by parents/members. At least two parental chaperones must be present at all times at these parties. (see Aquatic Management form for chaperone requirements)
9. The renter of the pool/clubhouse facility will be held responsible for any damage done. Cost of replacement and/or excessive cleaning cost, beyond the refundable amount, will be charged to the renter of the facility. Under these circumstances, the renter will be notified of any extra costs incurred. It is further understood that the \$55.00 Cleaning/Security Deposit will be refunded after the property has been inspected by a lifeguard on duty and notified Community Manager of no issues/concerns.

Summerfield North Pool Party Reservation Form

Date of the Event: _____ (two weeks' notice required)

Name _____

Address _____

Telephone (H) _____ (W) _____

Email _____

Purpose of Function _____

of people attending: _____ (no more than 20 guests)

Entry Time _____ Finish Time _____ (no more than 3 hours)

FEES

| | |
|-----------|----------|
| Party Fee | \$100.00 |
| Deposit | \$55.00 |

| |
|--|
| Use of this form implies no agency relationship between the Home Owners Association and any Lessee. Lessee is in no way, shape or fashion an agent of the Home Owners Association. |
|--|

Lessee agrees to make no unlawful or offensive use of the premise. Lessee further agrees that they shall indemnify and hold Lessor harmless against any and all claims, demands, causes of action, suits at law or judgments (including any and all court costs or attorney's fees) related to Lessee's use of the premise. Lessee specifically acknowledges that Lessee is solely responsible for the actions of guests who attend Lessee's function during Lessee's use and occupancy of said premises in addition to the trip home. Lessee acknowledges that they are not acting as Lessor's agent, employee or independent contractor and that Lessor will not be monitoring the Lessee's guests' use of alcohol or state of sobriety. Use of the clubhouse and pool is solely at Lessee's risk and liability. In addition, Lessee hereby makes application to reserve and use the clubhouse and pool and agrees to abide by all rules and regulations established by Lessor. Lessee agrees to be at the clubhouse during any conversation relating to the event and at all times during the event.

I have read, understand, and agree to the above statements and information, and I agree to abide by all the rules published relating to the usage of the clubhouse.

Signature _____

Date _____

Mail this form, along with separate checks for the deposit and usage fee, payable to:
Summerfield North
c/o Towne Properties
PO BOX 99149
Raleigh, NC 27624

HOST LIQUOR LIABILITY AND INDEMNIFICATION AGREEMENT:

The undersigned Member ("Member") of the Summerfield North Homeowners Association, Inc. ("Association") agrees that, in consideration for the use of the Association Pool and Cabana between the hours of _____ and _____ on _____ (date) for _____ number of people, the Member will:

1. Comply with all applicable laws and regulations, including but not limited to the social host liquor liability laws and the North Carolina ABC laws. The Member shall indemnify the Association and hold the Association harmless for any and all liability arising from the Member's use of the Pool/clubhouse, including but not limited to any violation of the social host liquor liability laws.
2. Comply and abide by all rules and regulations of the Association and will take personal responsibility to ensure that each of his/her guests will comply with and abide by all local, state and federal laws and by rules and regulations of the Association. The Member will indemnify the Association and hold it harmless for any liability arising from the acts of the individuals present at the Pool, or on Association property, or in the Summerfield North Community, as a result of the Member's party or event.

The undersigned Member agrees and represents to the Association that he/she has read the Association rules and regulations regarding the use of the pool.

This is the ____ day of _____, ____.

Signature: _____ Date: _____

Print Name: _____