

SWIMMING POOL RULES and REGULATIONS

Amended and Adopted May 6, 2004
Revised November 14, 2023

HOLLEYBROOKE HOMEOWNERS ASSOCIATION, INC.

Signature Property Management

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SECTION I - INTRODUCTION

The pool is for the enjoyment of the residents and guests. All persons utilizing this facility do so at their own risk. Every person is responsible for their own actions and agrees to abide by the Holleybrooke/Cobblestone Association, Inc. (hereafter known as the Association) Bylaws, Rules and Regulations governing the use of this facility.

The Association adopted the following rules and regulations to ensure the safe and sanitary operation of the pool. The cooperation of all residents, as well as their authorized guests, in abiding by these rules and regulations affords everyone the opportunity to enjoy the time spent at the facility.

Parents are requested to see that their children observe and adhere to the rules and regulations and to obey any instruction given by pool employees. Failure to comply shall be considered sufficient cause for any action deemed necessary by the Association's Board of Directors to remedy the situation, including the suspension of pool privileges.

The authorized lifeguards on duty, Pool Management and the Association's Board of Directors have the authority to deprive any resident or guest admission to the facility either temporarily or permanently for failure to comply with the rules. Within 24 hours of the suspension, a written record of why such action was initiated shall be filed with the resident or guest.

SECTION II - POOL SEASON

The Board of Directors determines the pool opening and closing dates. The opening date is based on Memorial Day weekend and the closing date is Labor Day.

SECTION III - POOL HOURS

The Board of Directors will determine the pool hours prior to the swimming season. Hours will be posted in the spring mailing, on the webpage, and at the pool. The pool may be open at other times for special events.

SECTION IV - POOL POLICY

1. In consideration of using the swimming pool facilities, the residents and guests expressly agree to assume the risk of personal injury sustained while using the facility, and hereby agree that the Association, and its Board of Directors will in no way be held liable for any injury. Residents also agree to indemnify and hold harmless the same for any accidental injuries sustained by any guests while using the facility.
2. All money outstanding to the Association, including dues, must be paid in full before pool passes are issued. Privileges will be revoked for any homeowner owing any money to the Association. Pool passes will be reinstated when all such debts are paid in full.
3. Homeowners or residents that have received an Architectural Control violation notice on their Lot will have their pool privileges revoked when the second official outstanding notification of a violation has been issued and will remain so until the violation and/or judgment has been satisfied.
4. Children under 12 years of age must be accompanied at all times by an adult 18 or older. The adult must remain with the child during the entire time the child is at the pool. The adult is responsible for supervising or arranging for adult supervision of the child.
5. Lifeguards have the authority to open and inspect any type of closed container prior to patrons entering the pool area. If an individual attempts to bring a closed container into the pool area without the lifeguard's approval, they will be evicted, and pool privileges will be revoked for the remainder of the season.
6. The pool management and their employees are not responsible for the loss or damage to any personal property of any kind.
7. The pool may be closed at any time due to operational breakdown, difficulties and/or at the discretion of pool management.
8. The pool will be closed during periods of thunder or electrical storms. On days of inclement weather, the pool will remain closed or will close early.

9. Patrons are asked to inform the lifeguards immediately of any disturbing or dangerous situation that may occur at the pool area.
10. All infants/toddlers that are not potty trained must wear approved swim diapers at all times when they are either in the baby or adult pools. (See lifeguard for details).
11. Pool Management and Lifeguards have the authority to establish other rules for the safety and health of the residents and guests.

SECTION V - APPLICATION FOR POOL PASS

(Amended August 8, 2002/Effective January 1, 2003)

1. Residents must certify that all individuals listed on their application are living in the household, all individuals issued pool passes accept and agree to abide by all the Association's Rules and Regulations governing the operation of the swimming facility. Violating any of these rules may result in the loss of pool passes and privileges for the duration of the pool season.
2. Each year, Homeowner(s) renting their home(s) must provide a list of all resident(s) that are eligible to receive pool passes on the Tenant Pool Authorization Form. This form must be completed and received by the Association before pool passes can be issued.

SECTION VI - OBTAINING POOL PASSES

(Amended August 8, 2002/Effective January 1, 2003) (Revised November 14, 2023/Effective January 1, 2025)

1. All residents over the age of two years who wish to use the pool must have a valid pool pass to obtain admission to the pool. This includes new residents, children of residents, adopted and foster children living in the household.
2. To obtain a pool pass, the Annual Pool Pass Application for Residents (either mailed in the spring or available from the lifeguards during the pool season) must be completed. A digital headshot picture of each eligible family member is required and can be emailed to holleybrookeVApool@gmail.com, label each

picture with the full name. The Association will take pictures at no cost to the residents, as needed, in the spring before the pool opens.

3. Children's pool pass who reach the age of 12 prior to the pool opening will be updated to a youth pass. This youth pass is valid through age 17. Management may request current digital pictures as children age.
4. The youth pass will be updated to an Adult Pass for individuals who reached the age of 18 prior to the pool opening.
5. In order to obtain a youth pass it is required that some form of proof of age be provided along with the application. Proof of age can be demonstrated by showing a copy of the birth certificate or a driver's license permit for an older child. The same type of proof of age is required for any individual who has reached the age of 18 and wants to obtain an adult pass.
6. During the pool season, passes will be issued when the application for permanent passes along with digital pictures is turned in to the Association. A pass will be issued to each member of the family residing in the home. This may take up to one week to process.

SECTION VII - VALIDATING POOL PASSES

(Revised November 14, 2023/Effective January 1, 2025)

1. All residences must complete an Annual Pool Pass Application for Residents and return it to the Association to have pool passes validated each year prior to the pool opening. Proof of residency is required.
2. Dates to drop off applications for validating pool passes for the current season are published in the spring mailing and on the webpage www.holleybrooke.org.
3. Following the 2025 season residents who already have pool passes which need to be validated for the next pool season have the option of returning the application back to the Association by email to holleybrookeVApool@gmail.com or by postal mail to Holleybrooke Homeowners Association, % Signature Property Management, 5311 Lakeshore Ave, Richmond, VA 23228 for validation prior to the pool opening.
4. New residents can obtain the Annual Pool Pass Application for Resident and show proof of age for children qualifying for a youth pass with the lifeguards

during regular pool hours. The form must be initialed by a lifeguard to confirm proof of children's ages. Digital headshot pictures for each eligible family member are required and can be emailed along with the completed and signed application to the Association, holleybrookeVApool@gmail.com. Children needing an upgraded pool pass can show proof of age documents to the lifeguards. It may take up to a week to process new badges and/or upgrades.

5. Those residents not validating their passes prior to the pool opening (without a compelling reason), and desire their passes to be validated for the current season can turn in their application to the lifeguards during normal operating hours or email it to holleybrookeVApool@gmail.com. This may take up to one week to process.
6. In case of a lost pass, there is a \$5.00 replacement fee.

SECTION VIII - GUESTS PASSES

1. Guest passes are issued for guests of residents only. Each property owner in good standing will receive a free guest pass each year that is valid for 25 guest admissions. Additional guest passes for the season may be purchased from the lifeguard as follows:
 - 5 pass admissions - cost \$10.00.
 - 10 pass admissions - cost \$20.00.
 - 48 pass admissions - cost \$48.00.
2. The guest pass is not transferable. If lost, it will be replaced at the rate shown above.
3. Guests are admitted to the pool at the discretion of the pool management. If the pool is crowded, priority admission to the pool will be given to the Association's residents in good standing.
4. When pool occupancy allows, each property address shall be permitted to bring a maximum of five (5) guests to the pool.

5. A resident, age 18 or older, in good standing, shall be responsible for signing in all guests, and must remain with the guests at the pool. Residents are responsible for all actions of their guests.

SECTION IX - POOL RULES

(Revised April 2017) (Revised November 14, 2023)

The following Rules and Regulations are for the protection and benefit of all to assure safe and sanitary operation of the pool and its facilities. They apply to members of the Holleybrooke Homeowners Association, resident tenants of the Association and the children and guests of the aforementioned. Your cooperation in abiding by these Rules and Regulations will afford relaxing recreation for all concerned. Violation of the Rules and Regulations may result in revocation of pool facility privileges.

******The lifeguards are here for your safety - their word is FINAL******

1. Residents and guests must present a valid pool pass and sign in upon entering the pool facility.
2. The lifeguards on duty are responsible for enforcement of the Rules and Regulations and have the authority to temporarily restrict any resident or guest from the facility. The guard will file a written statement with the Homeowners Association and parents (when applicable) or responsible parties will be notified (to include owners, tenants, or property managers) within 24 hours when such action is taken.
3. Should a resident be asked to leave, the lifeguard will immediately write a violation report. A total of 3 such reports will constitute pool privileges to be revoked for the remainder of the season. Owners/property managers will be notified in writing.
4. Persons using the pool area must comply with all rules and regulations set forth by the county and state health offices. Admission will be denied to persons with skin lacerations, inflamed eyes, infectious diseases, communicable diseases or any infection.
5. The pool is cleared of all persons under the age of 18 for a period of not more than 15 minutes in every one-hour period for Adult Swim and chemical/safety

check. Children under the age of 5 may swim with the adult provided physical contact is maintained.

6. No abusive language, profane language or inappropriate behavior will be tolerated.
7. Residents aged 15 to 17 may bring 1 guest age 15 to 17 to the pool.
8. Resident children who are under the age of 12 must be accompanied by an adult resident or a guest 18 or older.
9. Swimming guests age 2 and older must use a guest pass.
10. For the consideration of ALL residents, each residence is limited to no more than 5 guests at a time in the pool area.
11. Residents may not use guest passes for admission to the pool area.
12. Non-resident owners are not entitled to resident pool passes.
13. Appropriate swimwear is required. No street clothes in the pool.
14. Glass containers, alcoholic beverages, smoking, illegal substances, firearms, knives and drugs, are NOT permitted in the pool area and surrounding amenities. Lifeguards have the right to inspect all closed containers and bags.
15. Persons using the pool area agree not to hold Holleybrooke Homeowners Association, their employees or the Board of Directors liable for any action of whatever nature occurring within the pool area.
16. The Homeowners Association will not be responsible for any loss or damage to personal property of any kind.
17. Owners and tenants will be financially responsible for the actions of themselves, their children and their guests and any property damage.
18. The pool may be closed at any time due to weather, breakdown of equipment or operational defects.

19. Running on the pool deck, unnecessary roughness, horse playing, and other undue disturbances are prohibited.
20. Cloth or standard disposable diapers are prohibited for use in the community pool. All non-potty-trained children must wear certified swim diapers or disposable Swim Diapers in the pool. Please use the changing table provided. Do NOT change diapers on the chairs or the pool deck.
21. The playing of loud radios, cd players, etc. in the pool area is prohibited.
22. Only persons who can demonstrate their swimming abilities to the satisfaction of the lifeguards on duty will be permitted in the deep end. NO FLOATATION DEVICES PERMITTED IN THE DEEP END.
23. Any child using inflatable armbands (i.e.: water wings) must be supervised one-on-one by an adult who is in the water and within arm's length of the child. The circular rings used for floating must have the center hole and NO larger than 15" in diameter.
24. For a child using a personal floatation device (PFD) that is Coast Guard approved AND with a leg strap, the supervising adult (mandatory) must sit on the side/edge of the pool with their feet in the water or be in the water. Lifeguards will inspect all PFDs to ensure proper fit and determine any notable defects (i.e., rips or tears). IF the lifeguards do not approve the PFD (due to any defect) or if the PFD does not fit properly, then an adult must be in the water within arm's length of the child.
25. No high-pressure squirt guns or oversized floatation (max. 30") devices are allowed in the pool.
26. No diving into the swimming pool.
27. Childcare Providers: may bring a total of 5 guests (this includes members in good standing or Non-resident children only) to the pool. An adult MUST be present at all times with any children in the wading pool, and any other children present in the large pool must be supervised at all times.
28. ALL children (5 and under) who are in the wading pool MUST have an adult with them at all times.

29. Roller blades, shoes with wheels, skateboards and bikes are prohibited on the pool deck.
30. No animals are allowed in the pool area except Service Dogs.
31. Scuba gear or any other device not generally used at a community pool is not permitted.
32. The lifeguards have the permission of the Board of Directors to enforce any rule or safety issue that may arise regardless if it is a printed rule or not.
33. Ultimately, the lifeguards have the final say and may enforce an action as they deem necessary.