

# SPRINGLAKES COMMUNITY POOL 2025

## A NON-SMOKING, FAMILY ENVIRONMENT

### POLICIES AND PROCEDURES

The Springlakes Community Pool is a funded operation of the Springlakes Community Association.

Pool membership is available to Springlakes homeowners in good standing, renters, and non resident associate members. Homeowners should contact Association Link if they have any questions regarding their status. Homeowners may complete the Temporary Assignment of Rights form to assign their membership to their renter. Visit the Membership Information page for details.

The Springlakes Pool address for emergencies is 104 Springlakes Drive.

If you have any questions about pool policies or membership, please email [springlakepool@gmail.com](mailto:springlakepool@gmail.com).

The Springlakes Community Pool is owned and operated by the Springlakes Community Association, Inc., hereafter referred to as the Association. The Springlakes Community Pool Committee carries out the administrative functions of the pool. The Board of Directors of the Association established the Pool Committee.

As a condition of membership, each member agrees that the Springlakes Community Association is absolved of all liability in a cause for action where it can be shown that there has been a failure to comply with regulations stated herein. Each member shall also sign a statement that he or she has read and agrees to comply with all the regulations of the Springlakes Community Pool.

The attendants on-duty are authorized by the Springlakes Board of Directors to evict anyone violating or failing to comply with pool regulations. The attendants are authorized to enforce additional standards as may be necessary or desirable to ensure the health, safety, and enjoyment of patrons. Repeated infractions will be referred to the Pool Committee or Board of Directors, who at their discretion, may suspend the pool privileges of the violator and/or his entire family. The pool and surrounding areas are monitored 24 hours a day by video surveillance.

The attendants shall be obeyed by all those using the pool. They shall act as representative of management and shall have the authority to enforce these regulations and to supervise the general conduct of swimmers. Emergencies should be reported to the attendant on duty. Non emergencies, comments and complaints should be submitted to the pool committee via email at [springlakepool@gmail.com](mailto:springlakepool@gmail.com). A member of the Pool Committee will respond within a week.

The pool has no lifeguard on duty and does pose hazards and for that reason a swim at your own risk policy is instituted.

#### 1) GENERAL RULES

- a) Registration processing and activation require 3-5 business days so be sure to submit your 2025 registration form in ample time before your first visit. Members must use their association-issued key fob to gain entry to the pool area. All attendees must sign in at the gate upon entry.

- b) Member access key fobs are for registered household members living in the home only and cannot be loaned or used by guests or others. First-time violators will receive written notification. Upon a second violation, membership/pool access privileges may be revoked for the remainder of the pool season.
- c) Replacement key fobs: Non-working fobs can be exchanged at no cost. Lost fobs will incur a \$50 replacement fee. Replacement fobs can be picked up at Association Link from 9am-4pm Monday-Friday at 4420 Evans To Lock Road, Evans, April 10<sup>th</sup> through September 30<sup>th</sup>.
- d) The Association accepts no responsibility for money, valuables, or other articles belonging to those using the pool (loss or damage to personal property).
- e) NO PETS are allowed in the pool enclosure.
- f) Food and beverages may be brought to the pool. Members are responsible for properly disposing of their own refuse in the pool trashcans. NO GLASS containers of any kind will be permitted inside the pool area. Large items, such as pizza boxes, should be taken to the large rolling cans located behind the tennis courts.
- g) All trash is to be disposed of in a trash container. Spilled food and drinks are to be cleaned up and the area rinsed with water. (See attendant for water source.)
- h) County swimming pool regulations prohibit food or beverages around the pool's edge.
- i) Tampering with or defacing Association property or equipment is prohibited.  
Property damage costs will be charged to the responsible member.
- j) No Smoking is allowed at the pool or within 25 ft. of the fenced area. This also includes e-cigarettes.
- k) Parents, whether present or not, are responsible for the conduct of their children using Association facilities. Parents are required to ensure that their children are familiar with and abide by these regulations.
- l) Children under 12 years of age must be accompanied and supervised by a parent or a designated chaperone (16 or over) appointed by their parents. The parent or chaperone, not the attendant, shall be responsible for the safety and conduct of the child.
- m) The Springlakes Community Pool strives to provide a family friendly experience.  
Conduct not in keeping with this goal will not be tolerated.
- n) The Springlakes Homeowners Association Board of Directors will have the final word on any matters that impact a member's privileges. Members have the right to appeal to the Board of Directors.

## 2) GUESTS

- a) All guests must be accompanied and registered by a bona fide member upon entry. A guest log is located at the sign-in window.
- b) All local guests will be charged a fee of \$5.00 per person, per day. If an attendant is not available, please place fees in the guest fee drop box near the sign in window. Please try to use exact change.
- c) Pool members may bring out of town guests free of charge. Out of town is defined as coming from outside a 50-mile radius of Springlakes. We are relying on our members to submit accurate information about their out of town guests. Abuse of this privilege may result in the deactivation of your fob.
- d) Grandchildren of residents are free of charge but must be accompanied by grandparents.
- d) All guests are subject to all rules that apply to members.
- e) Conduct of guests is the direct responsibility of the members who sponsor them.

### 3) HEALTH AND SAFETY

- a) Only persons in proper swimming attire will be permitted in the pool.
  - i) Swim attire must be clean, modest, and designated for pool use.
  - ii) No undergarments, thongs, overly revealing garments, or street clothes are allowed.
  - iii) Swim attire must not be transparent.
- b) All commonly recognized rules of sanitation and safety shall be observed.
- c) No running, pushing, wrestling, or horseplay will be permitted in or around the pool.
- d) No diving in depths of less than five feet is permitted.
- e) No unnecessary conversation with or loitering around the pool attendants.
- f) Toddlers and Babies
  - i). Babies wearing disposable or cloth diapers are not allowed in the pool. Special swim diapers are required.
  - ii) Parents are requested to dispose of soiled diapers at home and not in the pool trash cans.
  - iii) For children that are not potty-trained, we ask the parents to please change out swim-diapers regularly
  - iv) At the discretion of the pool attendant manager, the attendants will may call 'Adult Swim" to allow parents to check children diapers.
  - v) We need to avoid fecal incidents. The pool has to be closed for the day and additional chemicals must be added.
- g) No one should use the pool when they are ill.
- h) The attendant on duty will have sole discretion to close the pool during inclement weather, primarily during thunderstorms or in the presence of lightning.
- i) No large rafts or other flotation devices are permitted in the diving area. These items along with swim fins, goggles, masks, snorkels, balls, tubes, and other swim equipment are allowed in the shallow end at the discretion of the attendant, depending on the number of people using the pool.
- j) No tennis balls or hard balls are allowed in the pool or pool area. Please be mindful of other members and guests when using water gun devices.
- k) No furniture of any kind is permitted in the sun shelf area or any other portion of the swimming pool. Any member or guest violating this policy may lose privileges.
- l) When an attendant blows his/her whistle three times, all swimmers must leave the pool immediately.

**This is the signal an emergency has occurred.**

### 4) DIVING BOARDS AND DIVING AREA

- a) Only one person at a time is permitted on each diving board and ladder.
- b) Divers must wait until the area is clear and the previous diver is at the side or ladder.
- c) Divers must not swim to the back wall but to the side, closest to the board used, to exit the diving area.
- d) Diving or jumping off the sides of the board is not permitted.
- e) Hanging on the underside of the diving board is not permitted.
- f) Handstands, cartwheels and sit dives are not permitted.
- g) Swimming in the diving area and diving from the sides is not permitted unless the attendant had closed both diving boards.
- h) No large rafts or flotation devices are permitted in the diving area.
- i) **Swimmers must not hang on the rope separating the diving area from the rest of the pool.** Violators will lose privileges.

### 5) SUN SHELF AREA

- a) A parent or designated chaperone must be in the sun shelf area when a child is using this portion of the pool. This parent or chaperone, not the attendant, shall be responsible for the safety and conduct of the child.
- b) Metal or rigid plastic toys are not allowed in the pool.
- c) Disposable diapers are not allowed in the pool. (See 3-f)
- d) No large floats or kick boards are allowed in the sun shelf area of the pool.
- e) No furniture of any kind is permitted in the sun shelf area or any other portion of the swimming pool. Any member or guest violating this policy may lose privileges.

#### 6) SWIMMING POOL

- a) Radios, CD players, etc. may only be used at a low setting.
- b) No gum is permitted in the pool area.
- c) Lanes may be designated as lap lanes at the discretion of the attendant. A lane rope is available for member use. It hangs on the fence near the life ring. Please return rope when finished swimming laps.

#### 7) RESTROOMS

- a) Members are requested to help keep restroom facilities clean. Do not flush any foreign articles such as sanitary napkins, disposable diapers, or paper towels down the toilets. Clean up of graffiti and other defacement is an unnecessary expense that will be borne by the responsible party.
- b) Faulty plumbing is to be reported, upon its discovery, to a pool attendant or pool manager.

#### 8) POOL PARTIES

- a) Registered Springlakes pool members may schedule private pool parties.
- b) The pool may be used for a pool party any day during the entire pool season, except during scheduled events, e.g. home swim meets, neighborhood social events, etc.
- c) Parties sponsored by the Springlakes Community Pool are not private parties, but are events held for the benefit of the pool members. Pool rules and attendant provisions will apply. The hours and length of the function may vary.
- d) The pool remains open for members during all pool parties scheduled during normal operating hours.
- e) Parties requested after school starts in August are subject to attendant availability. Members may hire an attendant for pool parties. The pool committee will maintain an approved list of attendants.
- f) All pool rules and regulations apply to all parties. The party host should ensure that all party guests adhere to pool policies and procedures.
- g) Minor staging of furniture that does not adversely impact others may occur. The party host is responsible for returning all pool furniture that was moved to accommodate the event, including tables, chairs, and loungers, back to its original position prior to leaving the event.
- h) The party host is responsible for paying for each guest that is not already a pool member. Guests include adults and children, swimmers and non-swimmers. The cost is \$5.00 per person. This can be paid in a lump sum to the attendant on duty.
- i) The party host is responsible for cleaning the pool area and emptying the party litter before leaving. Trash may be placed in the large rolling cans located behind the tennis courts. The attendant on duty will check the pool following the party for cleanliness and damage. If there is a problem with cleanliness and/or damage, an appropriate fee

will be assessed. .

- j) If you are interested in booking a party, please email [springlekepool@gmail.com](mailto:springlekepool@gmail.com) to reserve your date and time.

#### 9) DESIGNATED CHAPERONES

- a) All chaperones must be 16 years or older.
- b) The chaperone is not required to be a pool member, however he/she must be listed on the family membership form and indicated as such.
- c) The non-member chaperone cannot visit the pool while “off-duty” or bring guests or his/her own family members.
- d) All children under the care of a chaperone must be pool members.

#### 10) ATTENDANTS

- a) Applicant requirements
  - i) Minimum age of fifteen (15)
  - ii) Springlakes resident in good standing
  - iii) Able to understand and follow directions from pool manager
  - iv) Willing to perform all duties and tasks given or assigned by the pool manager
  - v) Willing to work all shifts or find a substitute when conflict arises
- b) Hiring process
  - i) An application form will be developed/designed by the pool committee. Form will include a closing date for notice to hire and approved by the HOA board to ensure individuals who are interested meet the HOA requirements.
  - ii) Pool manager(s) will ensure proper amount of time, will be achieved and positions filled prior to annual opening.
  - iii) A notice for applicants for the position of “Springlakes Pool Attendant” will be advertised by all means necessary (email, Facebook, website, as well as word of mouth) to ensure fairness to all residents who are interested in working at the pool for stated season. Application form will be posted online and will be available in a box on the gate outside the pool office.
  - iv) Springlakes residents will have first priority for the position of pool attendants. Only after publicizing in writing with no response by the closing date indicated on the form, will the HOA accept outside applications from those who are interested in working as an attendant at the Springlakes Pool.
  - v) In the interest of community spirit, equal opportunity and fairness, first priority will be given to individuals who have not held the position previously. Experienced personnel may be considered only if the first priority can’t be achieved. They may be considered for back up or on call.
  - vi) Only one individual from the same household may hold a position as an attendant for that pool season.
  - vii) Selection of applicants will be conducted by the pool committee. When there are more applicants then positions, names will be drawn to ensure fairness.
  - viii) The pool committee will maintain a list of experienced personnel to work individual parties, per resident’s desire.

#### 11) PARKING POLICY FOR SPRINGLAKES POOL MEMBERS

- a) When the “Clubhouse Reserved” signs are posted, Pool members should only park in main lot only. There is overflow parking on Springlakes Drive.
- b) Due to the fact our neighborhood pool and tennis courts are located directly by

the clubhouse we ask that parking be kept to a minimal directly surrounding clubhouse. There is parking available directly in front of the clubhouse, but space is very limited. There is a handicapped space as well. This area is reserved for clubhouse renters.

- c) If the clubhouse signs are at the parking lot entrance showing it is reserved and no parking is allowed beyond the main lot. Pool members or their guests will be instructed to move their vehicles if parked in the clubhouse area.
- d) There is NO PARKING allowed directly in front of the pool or on the sidewalks located by the tennis courts. There is no parking on the grass located by the sign as you drive into the parking lot. There is no double parking allowed. There are "NO PARKING" signs posted in these areas.
- e) If vehicles are parked in any of these areas and/or complaints are made you will be asked to move. The property is under camera surveillance, but we do not access it unless there is cause. If a vehicle is not moved after asking, the Columbia County Sheriff's Department will be contacted.
- f) For your safety, as well as residents using our other amenities, there must be a clear exit path for emergency vehicles at all times.
- g) There is a parking lot just as you enter the property and that is where we ask that you park.
- h) If the parking lot is full you are allowed to park directly on Springlakes Drive and access the footbridge behind the tennis courts to the pool.

We appreciate your cooperation as we try to preserve our property and ensure the safety of all residents and guests.