

# RANCHO SANTA TERESA SWIM AND RACQUET CLUB

## RULES AND REGULATIONS

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The Rancho Santa Teresa Swim & Racquet Club is operated as a non-profit organization to offer the greatest enjoyment in both social and recreational activities for its members and their registered guests. Observance of rules and regulations by all is required to assure that all members and guests may enjoy the club as intended. It is the responsibility of members to be familiar with these rules and comply with them.

The Club Manager, Activities Supervisor, Office Coordinator, Lifeguards and Board of Directors shall be in complete charge of all Club facilities, and shall have full authority to enforce these rules and to expel or exclude any person(s) violating them. They shall also have authority to take any and all steps which in their opinion are necessary or proper for the health and safety of persons using the Club facilities.

These Rules and Regulations are compiled to help you enjoy your Club, to serve as a guide for your protection, and to provide for the maintenance of your Club's facilities. The Board shall review them at least annually and amend them as needed. A revised copy shall be posted and issued to each member upon request.

**EACH MEMBER SHOULD BE FAMILIAR WITH THE FOLLOWING INFORMATION**

### **PAYMENT OF DUES**

1. The payment of Club dues is a legally binding obligation associated with each piece of property within the Club boundaries. Each homeowner IS a member and MUST pay dues.
2. Members' dues of \$81.00 are payable in advance quarterly, due the first day of January, April, July, and October. If all four quarters are paid at one time (\$324.00) by the January due date, the member will receive a free 12 guest passes.
3. Dues, fines, assessments, etc., become delinquent if not paid within fifteen (15) days after they are due.
4. A ten dollar (\$10.00) late fee will be assessed for each quarter that there is an outstanding delinquent balance. The Club Office Coordinator will notify such member of their delinquency.
5. If not paid within fifteen (15) days of becoming delinquent (30 days after due date), delinquent member shall be suspended from Club privileges until the delinquency has been satisfied.
6. When the delinquent amount exceeds \$324, a notice of intent to send to collection agency (10-Day Notice) will be sent out to the delinquent member.
7. The delinquent account will be turned over to a collection agency if acceptable arrangements to pay amount due have not been made within ten (10) days of mailing the 10-Day Notice.
8. The collection agency will then send a Notice of Intent to File Lien letter to the delinquent member.
9. A lien will be filed against the property by the collection agency in the name of Rancho Santa Teresa Swim & Racquet Club if acceptable arrangements to pay amount due have not been made within ten (10) days of mailing the Notice of Intent to File Lien letter.
10. Collection fees and legal procedures will be instituted for collection of the debt.

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### **GENERAL FACILITIES RULES**

1. Although membership in the Club is obligatory, the use of the Club facilities is a privilege contingent upon compliance with these Rules and Regulations. The staff will attempt to correct minor violations with a friendly reminder, but they may eject a member for the rest of the day if they feel it is necessary. For serious or willful violations, the staff member will refer the violation to the Board. The By-Laws permit the Board to suspend the privileges of a Club member for up to 90 days for each violation of these Rules & Regulations. There is a zero-tolerance policy for infractions related to illegal use of substances and actions which endanger life or property. Maximum suspension will result for each violation.
2. In the 2006 summer season the Club implemented a new method for identifying and admitting members. In order to be admitted into the Club, each member, all members of his/her immediate household, and each member's grandchild(ren) must give their or their grandparent's address and be verified as a Club member or grandchild by the photo on file.
3. Members may bring guests to the Club. They must register their guest(s) at the Club office and pay a \$2 fee per guest. (Guest fees will be waived for infants under the age of one year old.)
4. Dogs (with the exception of guide dogs), cats, and other pets are prohibited.
5. Courtesy, politeness, and good sportsmanship will be observed at all times. There shall be no shouting, boisterous conduct, loud or profane language, profane music, profane images, or any other practice which may annoy other Club members or interfere with their enjoyment of the Club facilities.
6. Activities, language, music, and images at the Club must be consistent with a "family" Club. Anyone using the Club shall comply with all governmental laws. No illegal drugs or weapons will be allowed on the Club premises at any time.
7. Under no circumstances will persons under 21 years of age be served or allowed to consume any alcoholic beverage on any part of the Club properties at any time
8. No petition or subscription papers shall be circulated on the Club premises nor shall solicitation of funds for any purpose be made. Only the Club or its agent may offer goods or services for sale.
9. Any Club property broken, lost, or damaged by a member or guest must be replaced or paid for by the member. An additional fine may also be charged the member by the Board of Directors.
10. No glass containers, either bottles or glasses, will be allowed outside the clubhouse because of the danger of breakage.
11. All refuse must be deposited in disposal cans provided.
12. No person under the age of 18 is allowed on the premises other than during posted Club hours unless accompanied by a member 18 years of age or older or while attending a special Club function. Violation of this rule will result in suspension of Club privileges for up to 90 days for each infraction.
13. In general, a child 11 years of age and under MUST be accompanied by and under the direct supervision of an adult or responsible teenager at all times. The only exception is that before 6:30 p.m. when a lifeguard is on duty member children from 8 to 11 years of age may be allowed unsupervised if:
  - a. the parent or legal guardian signs a waiver AND
  - b. the child demonstrates knowledge of water safety rules and passes a swimming proficiency test administered by a senior lifeguard, the Activities Supervisor, or the Club Manager.
14. Parents will be held responsible for the actions of the children while on Club premises.
15. Members or guests may not reprimand any Club employee. Members may report inappropriate conduct by an employee to the Club Manager, Activities Supervisor, or any member of the Board of Directors.

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16. The senior staff member on duty has final say. Arguing with him/her will result in suspension of Club privileges for minimally the remainder of the day.
17. Smoking is not permitted inside the Club gated area, at pool entrance, or on lawns. Smoking is ONLY permitted outside the Club Hall main entrance on Sorrento or on the city sidewalks. Please dispose of cigarette butts properly.
18. Barbecues will be allowed only in designated areas.
19. Frisbees are not allowed on Club grounds.
20. No electrical radios or appliances will be allowed around any pool area. For safety, only battery operated appliances will be allowed.
21. Lifeguards have authority to impose restrictions on items in the pool.
22. If you are renting out your home and if you are assigning to the Renters your club privileges, an Assignment and Assumption form must be completely filled out, approved by the Board of Directors, and on file in the Club office. Inform your assignee(s) of the Club Rules and Regulations. The owner is ultimately responsible for the renter's actions.
23. No running except on the grass, volleyball area, basketball court and tennis courts.
24. Tennis courts are to be used to play tennis. You must have a racket, tennis balls, and appropriate footwear to play.
25. No bikes, rollerblades, scooters, or skateboards are allowed beyond the bike rack, except during the Independence Day parade sponsored by the Club.
26. Horseplay, repeated dunking, hitting, pushing and shoving will not be tolerated.
27. Checking sporting goods out of the office requires the individual to leave something of value at the office until the equipment is returned.
28. All fires, whether in the indoor fireplace or the outdoor fire pit, must have prior approval of either the Club manager or the Board president.
29. All pools, spa and tennis courts close at 10:00 p.m.
30. Any person found on the Club property after the closing hour may be subject to a fine, suspension and/or prosecution.
31. No moving BBQ's, Picnic tables, or awnings.

### **TENNIS COURT RULES**

1. Tennis courts are to be used to play tennis. You must have a racket, tennis balls, and appropriate footwear to play.
2. Bicycles, tricycles, rollerblades, scooters, and skateboards are not permitted on the tennis courts.
3. Do not sit on or otherwise damage the nets.

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### GENERAL POOL RULES

**\*\*\* USE OF SWIMMING POOLS AND DIVING BOARD ARE AT YOUR OWN RISK \*\*\***

1. No one 17 years of age and under is allowed in any pool without a lifeguard on duty or an adult (18 years of age or older) present at poolside during pool hours.
2. Only regulation trunks or swimsuits are allowed in pools. Cut-offs or street shorts are not regulation and therefore not permitted. All persons, regardless of age, must be properly attired.
3. All children aged three and under are **REQUIRED** to wear Little Swimmers swim pants when using any of the pools.
4. Persons with colds, running noses, skin diseases or other communicable infections may not enter the pools or spa.
5. All persons must shower before entering any pool. **Children must shower before entering pool from playground or sandy area to remove sand and debris.**
6. Any non-swimmer who is using the main pool must either wear a Coast Guard approved flotation device or have an adult in the water with them supervising them at all times. (revised per a 2008 Board decision)
7. Towels, street clothing, rocks, or any foreign matter are not allowed in pools.
8. Club Manager and lifeguards have authority to regulate use of floatable devices.
9. No suntan oil or lotion containers are permitted within the red lines around the pool deck.
10. No food, drinks, chewing gum, or cigarettes are permitted in any of the pools or spa, or within the red lines around any of the pools.
11. No glass containers of any kind on pool decks.
12. No tampering with underwater light fixtures, drains, or water inlets.
13. Do not run in the pool area.
14. Diving is allowed only in the diving well.
15. No flips off the edge of the pool.
16. Rough play is not permitted in any of the pools. The prohibited activities include but are not limited to: chicken fights, hitting, slapping, pushing, shoving, shoulder rides, horseplay, repeated dunking, or slapping the water or people with foam noodles, and shoulder diving.
17. No children under the age of 6 are allowed in or around the wading pool area without adult supervision.
18. No one under the age of 18 is permitted in or around the adult pool or spa.
19. Water guns, squirt toys and water balloons are not permitted in or around the pools or spa.
20. No one is permitted in or hanging around the lifeguard towers except the lifeguard that is on duty.
21. No talking to lifeguards while they are on duty, except for an emergency.
22. No playing with the hose when it is in the pool.
23. No diving off the starting blocks except during swim team practice or swim meets.

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### MAIN POOL RULES

1. No one is allowed in main pool before or after pool hours unless they have prior Board Approval.
2. The main pool is for the swimming pleasure of all members. A rope with buoys separates the diving area from the swimming area as a safety measure. Do not play, stand or pull on the safety rope that separates the main pool from the diving area.
3. A pool clearance break will be enforced every hour, from the top of the hour until ten minutes past. All swimmers 17 years of age and under must leave the pool during this time.
4. All children aged three and under are **REQUIRED** to wear Little Swimmers swim pants when using any of the pools.
5. No diving is permitted except in the diving area.

### DIVING AREA RULES

1. When diving, be sure landing area is clear. Wait until the previous diver swims to the side wall and is completely out of the way before leaving the diving board.
2. Dive or jump forward only and not toward sides of the pool. No dangerous dives such as running dives, handstands, backwards dives, and clown dives, etc.
3. Swim directly to the side of the pool after going off the board
4. No play swimming is permitted in the diving well while the diving board is open.
5. Only one person may be on the board at a time and the diver may bounce only once.
6. Do not hang or swing on the board from below.
7. No diving while wearing fins, face mask, or goggles, or with noodles, kick boards, arm floats, or other float devices.
8. Diving and jumping from the wall are NOT permitted when someone is diving from the board. They are permitted only when no one is diving from the board.

### ADULT POOL & SPA RULES

1. The adult pool and spa are reserved for the use of persons 18 years of age and older. Children 17 years of age and under using either at any time will have their Club privileges suspended for up to 90 days for each infraction.
2. Do not block the flow of jets into spa.
3. For health reasons, it is recommended that you do not stay in the spa longer than 20 minutes at a time.
4. Do not apply suntan oils, cocoa butter, baby oil, etc. before entering the spa as they clog the filters.
5. Users are responsible for returning covers to the adult pool and/or spa after use.
6. No smoking is permitted in the spa or pool area, or anywhere inside the gated area.
7. Absolutely no electric radios or appliances near or around adult pool & spa. Battery operated only.
8. The Spa Emergency Shutoff button is to be pushed **ONLY in the event of an EMERGENCY** to completely shut down the spa. Please do NOT use it to turn off the spa jets at any other time.

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### WADING POOL RULES

1. The wading pool is to be used only by those children/infants to the age of six (6) years.
2. All children aged three and under are **REQUIRED** to wear Little Swimmers swim pants when using any of the pools. For health reasons, please take young tots to the restrooms frequently.
3. **NO LIFEGUARD IS ON DUTY FOR THE WADING POOL!!** For the safety of your children, they **MUST BE ACCOMPANIED BY AND UNDER THE DIRECT SUPERVISION** of an adult or responsible teenager. Lifeguards have the authority to remove a child not supervised.
4. Swim rings and "floaties" are allowed. Rafts, inner tubes and other floatation devices that are not attached to a child are not permitted.
5. No running, jumping or diving.

### GUEST PRIVILEGES

1. Members may have the privilege of bringing guests to the Club. Number of guests may be limited or excluded at certain times to prevent overcrowding. Large parties should coordinate their activities in advance with the Club Office to assure adequate lifeguard coverage for the event. Guest limitation can be acted upon individually at the sole discretion of the Club Manager or by the Board of Directors.
2. All guests must be registered at the Club office and must be accompanied by a member of the Club at all times.

Note: Rule #1 and #2 may be waived for specific functions as determined by the Board of Directors.

3. A \$2 fee must be paid for each guest. (Guest fees will be waived for infants under the age of one year old.) A 12 guest pass coupon may be purchased in advance for the price of 10 guest fees. (We do not charge a guest fee to non members taking club sanctioned lessons, or attending hall or lounge events.)
4. Members shall familiarize their guests with all Club rules and regulations, and will be responsible for their conduct.
5. Guests leaving the Club premises and wishing to return during the same day must check out and back in with the Club office.

**Visiting House Guests:** Definition – any person not paying rent or lease fees residing in the household of a proprietary member, with the exception of, dependent, unmarried children, dependent parents, and minor grandchildren\*, shall be considered a visiting house guest. (Ref. By-Laws, ART.IV, SEC.6) A Club member's grandchildren who are not dependents are not considered guests, but such grandchildren's use of Rancho Santa Teresa Swim and Racquet Club" must comply with these Rules and Regulations, except for "Payment of Dues."

### Pool Parties

1. Pool parties must be signed up for in advance.
2. Each pool party is limited to 50 people.
3. No more than 100 pool party people for all combined parties during any given two-hour time slot.
4. No more than two tables and six additional chairs may be used by each party. (Members may bring additional tables and chairs from home if needed.)
5. The pool deck opens for set up one half hour before the Club opens.

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### **USE OF CLUB FACILITIES FOR PRIVATE PARTIES AND/OR ORGANIZED GROUPS**

1. All requests for use of Club facilities by organizations and groups must be presented to and approved by the Board of Directors.
2. With prior Board approval, a member may use the Club facilities without charge for a non-profit organization and community services where leaders/instructors donate time and no admission is charged. They will be allowed to use Club facilities free of charge, providing they clean up properly after each use.
3. Use of the Club facilities pursuant to Rule #2 above shall not interfere with the use of the Club by members and may be limited by the Board of Directors.
4. With prior Board approval, the Club facilities may be available for school swim parties under the sponsorship of at least one (1) adult member of the Club with the following stipulations:
  - a. All club rules and regulations shall apply including the payment of a \$2.00 guest fee for all non-members.
  - b. The member must pay a \$50.00 cleaning deposit and a lifeguard fee of \$20 per hour.
  - c. One (1) guard is required for every 25-30 children. (Lifeguards must be on the RSTS&RC staff.)
5. Members may rent the Clubhouse. Inquire at Club Office for rates and rules.

### **CLUBHOUSE RULES**

1. No swimsuits permitted inside the Clubhouse; shoes and shirts must be worn.
2. Food and beverages are not allowed indoors except during special functions.
3. Toys and games belonging to the Club are not to be removed from the Club premises.
4. Lounge area is reserved for adults' general use and is also available for Club functions. Contact the Club office for permission to use. If a fire in fireplace is desired, contact Club Manager for permission to use. Person receiving permission is responsible.